

**CITY OF WOODLAND
300 FIRST STREET
WOODLAND, CALIFORNIA**

MAY 15, 2012

**JOINT REGULAR CITY COUNCIL/
WOODLAND FINANCE AUTHORITY**

6:00 P.M.

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. COMMUNICATIONS-PUBLIC COMMENT

This an opportunity for the public to speak to the Council on any item other than those listed for public hearing on this agenda. Speakers are requested to use the microphone in front of the Council and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered.

- E. COMMUNICATIONS—COUNCIL/STAFF STATEMENTS AND REQUESTS

This is an opportunity for the Council Members and Staff to make comments and announcements, to express concerns, or to request Council's consideration of any items a Council Member would like to have discussed at a future Council meeting.

- F. MINUTES

- F.1 Adopt the Minutes of the Joint City Council/Woodland Finance Authority Meeting of May 1, 2012



G. COMMUNICATIONS - WRITTEN

- G.1 Receive Notice from PG&E Regarding Application for Recovery of the 2011 Market Redesign and Technology Upgrade Initiative

H. PRESENTATIONS

1. Adopt Proclamation Recognizing the Celebration of Juneteenth on Sunday, June 17th, 2012
2. Adopt Proclamation Recognizing May 20-26, 2012 as Public Works Week
3. Adopt Proclamation Recognizing June 11-16, 2012 as United States Army Week
4. Receive Commission on Aging Annual Update

I. CONSENT CALENDAR

5. Receive the Fire Department Monthly Status Report for March 2012
6. Receive the Public Works Department Monthly Status Report for March 2012
7. Approve Amendment No. 1 to Subdivision Improvement Agreement, Subdivision No. 4675, Parkside, between City of Woodland and Standard Pacific Corporation
8. Receive Treasurer's Quarterly Investment Report Quarter Ending March 31, 2012

J. PUBLIC HEARING

9. Hold a Public Hearing; Accept the General Plan Housing Element Annual Progress Report; Direct Staff to Process Report for Filing
10. Hold a Public Hearing; Adopt a Resolution to Approve the 2012-2013 Community Development Block Grant Action Plan Approval; Authorize City Manager Execution Authorities



K. REPORTS OF THE CITY MANAGER

11. Approve Amendment One to Agreement Regarding Reimbursement of Spring Lake Specific Plan Improvements, Subdivision 4675, Parkside; Authorize City Manager Execution Authorities
12. Receive 2011 Annual Water Quality Report
13. Adopt Resolution; approve funding from the Yolo County Transportation District (Yolobus) to the Spring Lake area; Authorize City Manager Execution Authorities

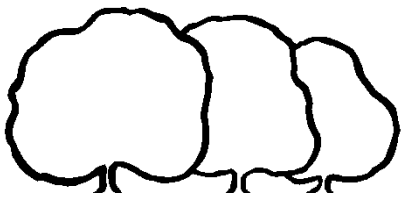
L. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint City Council/Woodland Finance Authority Regular meeting of the City of Woodland scheduled for Tuesday, May 15, 2012 was posted on May 11, 2012 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

Ana B. Gonzalez, City Clerk

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such request must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st.

Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: September 7, 2010

SUBJECT: Council Minutes

Report in Brief

Attached are the minutes of the Joint City Council/Woodland Finance Authority Regular Session of May 1, 2012.

Recommendation for Action

It is recommended that Council adopt the minutes of the Joint City Council/Woodland Finance Authority Regular Session.

Prepared by: Ana Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment

DRAFT MINUTES

TUESDAY, MAY 1, 2012

City Hall – 300 First Street – 2nd Floor Council Chambers

OPEN SESSION

The Joint Regular City Council/Woodland Finance Authority meeting was called to order by Mayor Pimentel at 6:00 p.m. on Tuesday, May 1, 2012 at the Woodland City Hall Council Chambers.

CLOSED SESSION

Conference with Legal Counsel - Existing Litigation, Pursuant to Section 54956.9(a)

Name of Case: California Clean Energy Committee v. City of Woodland et al

No reportable action

ROLL CALL

Council Members Present: Mayor Artemio Pimentel
Vice Mayor Skip Davies
Council Member Martie Dote
Council Member Bill Marble
Council Member Tom Stallard

Council Members Absent: None

Staff Present: City Manager Paul Navazio
City Attorney Andrew Morris
Public Works Director Greg Meyer
Acting Community Development Director Paul Siegel
City Clerk Ana Gonzalez

PLEDGE OF ALLEGIANCE

Led by Neal Peart

COMMUNICATIONS-PUBLIC COMMENT

Jess Powell

COMMUNICATIONS-COUNCIL/STAFF STATEMENTS AND REQUESTS

Mayor Pimentel - Introduced and welcomed new City Manager Paul Navazio; gave an update on the YGRIP meeting of April 30, 2012 and first Successor Agency Board meeting of April 20, 2012. Mayor Pimentel also announced that 4,300 homes will be removed from the Flood Plain based on new flood zone maps that will go into effect on May 16, 2012.

Vice Mayor Davies – Gave update on Climate Action Plan meeting of April 18, 2012; Victim's Tribute event sponsored by Jeff Reisig on April 23, 2012; Scottish Games, April 23-24, 2012 and Chamber/City 2x2 on May 1, 2012.

Council Member Dote – AB 32 Reduction in Carbon Footprint - Woodland one of the few cities to complete baseline and inventory survey. Attended Woodland Davis Clean Water Agency meeting. Toured new Yolo Bus facility. Also attended Cap-to-Cap, April 21-25, 2012.

Council Member Marble – Reported on Chamber/City 2x2 meeting and Woodland Davis Clean Water Agency meeting. Participated, last week, in League of California Cities board meetings. Cities working with Legislature regarding Redevelopment. Personally welcomed City Manager Paul Navazio.

Council Member Stallard - Sustainable Communities Strategy achieved final adoption at last SACOG meeting. Library Rose Club tour on Sunday, April 29, 2012. Scottish Games, Cap-to-Cap, White House briefing on jobs, bicycle rental system in Washington, DC. May is Bike to Work Month; met with Mary Nichols, Chairman, California Air Resources Board encouraged her to work with locals; Council Member Stallard and Vice Mayor Davies had lunch with Francois Korn with Seed Central – encouraged more seed related business in Woodland. Local Bar Association and the Yolo County Bar Association celebrated Law Day and hosted Chief Justice Tani Cantil-Sakauye at the Community and Senior Center.

COMMUNICATIONS – WRITTEN

Received Notice from PG&E Regarding Rate Increase Related to Application to Recover in Rate Costs Associated with the Oakley Generating Station Project - Bill Marcus, Energy Consulted spoke regarding the PG&E rate increase.

Action: Received

Moved/Seconded: Council Member Davies; Council Member Marble

Motion carried by the following roll call vote:

Ayes: Davies, Marble, Stallard and Pimentel

Noes: Dote

COMMUNICATIONS - COMMITTEE REPORTS

Received Parks & Recreation Commission Meeting Minutes for February 27, 2012; Received Library Board of Trustees Meeting Minutes for March 1, 2012 and Received the Commission on Aging Meeting Minutes of March 8, 2012

Action: Received

Moved/Seconded: Council Member Dote; Council Member Stallard

Motion carried by the following roll call vote:

Ayes: Davies, Dote, Marble, Stallard and Pimentel

PRESENTATIONS

Action: Adopted Proclamations as listed below.

Moved/Seconded: Council Member Stallard; Council Member Dote

Motion carried by the following roll call vote:

Ayes: Davies, Dote, Marble, Stallard and Pimentel

Proclamation Declaring May 17, 2012 as Woodland Reads - Council Member Stallard presented the proclamation to Meg Stallard and Library Services Director Heather Muller

Proclamation Declaring the Month of May as Woodland's Antiques Fire History Month – Vice Mayor Davies presented the proclamation to various Neal Peart, John Shell and various Fire Volunteers

Proclamations Declaring May 13-19, 2012 as National Police Week and May 15, 2012 as Peace Officers' Memorial Day – Council Member Dote presented the proclamation to various Police employees

CONSENT CALENDAR (Items 4-10)

Action: Adopted the Consent Calendar, Items 4-10, in one motion.

Moved/Seconded: Council Member Marble; Council Member Dote

Motion carried by the following roll call vote:

Ayes: Davies, Dote, Marble, Stallard and Pimentel

4. Received the Quarterly Status Report from Community Development Department
5. Received the Capital Budget Execution Status Report from Community Development
6. Awarded Construction Contract to Lund Construction Co., Inc., for Pioneer Avenue from Gibson Road to Patriot Way, CIP 09-24
7. Approved Project Design and Bid Package for the Parks Irrigation Rehabilitation Project, Phase 3, CIP 10-01; Authorize Bid Advertisement
8. Adopted **Ordinance No. 1539** (2nd reading) Adding Article 21.5 to Chapter 25 of the Woodland Municipal Code Relating to Medical Marijuana Cultivation
9. Adopted **Ordinance No. 1540** (2nd reading) Establishing Rates for Water Service per Attached Water Rate Schedule; Increases Effective January 1, 2013, 2014, 2015 and 2016 – Kenneth Landau, one of the Assistant Executive Officers with the Central Valley Regional Water Quality Control Board spoke regarding concerns and questions that Vice Mayor had regarding this item.
10. Adopted **Ordinance No. 1538** (2nd reading) Amending the PERS contract for Safety Police Members Adding Second Tier for Employees Hired after Effective Date of Contract Amendment

REPORTS OF THE CITY MANAGER

11. Adopted **Resolution No. 6056** Approving Donation of Two City-owned Lots to Habitat for Humanity Project Contingent on HUD Awarding Yolo County Office of Education YouthBuild Grant; Authorized City Manager to Sign Letter of Commitment in Support of YouthBuild Grant Application

Action: Adopted/Authorized

Moved/Seconded: Council Member Marble; Council Member Stallard

Motion carried by the following roll call vote:

Ayes: Davies, Dote, Marble, Stallard and Pimentel

12. Appointed Enrique Fernandez to the Parks & Recreation Commission and John Murphy to the Planning Commission

Action: Appointed

Moved/Seconded: Council Member Davies; Council Member Marble

Motion carried by the following roll call vote:

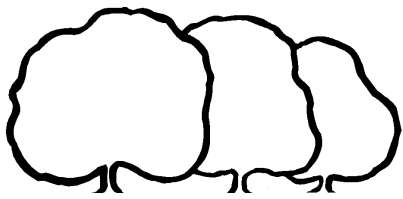
Ayes: Davies, Dote, Marble, Stallard and Pimentel

13. Discussed, approved and gave direction to Staff on Council meeting schedule for summer 2012.

ADJOURNMENT

Mayor Pimentel declared the meeting adjourned at 7:17 p.m.

Ana B. Gonzalez
City Clerk



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Council Communications

Report in Brief

Attached are communications received for information only.

1. Notice from Pacific Gas and Electric dated April 20, 2012 regarding Application for Recovery of the 2011 Market Redesign and Technology Upgrade Initiative.

Prepared by: Ana Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment

April 20, 2012
TO: STATE, COUNTY AND CITY
OFFICIALS

**NOTICE OF APPLICATION OF PACIFIC GAS AND ELECTRIC COMPANY FOR RECOVERY OF
COSTS OF THE 2011 MARKET REDESIGN AND TECHNOLOGY UPGRADE INITIATIVE**

On April 16, 2011, Pacific Gas and Electric Company (PG&E) filed an application with the California Public Utilities Commission (CPUC) requesting changes to its electric rates effective January 1, 2013. Specifically, the request seeks to recover in rates the costs PG&E has incurred to comply with the mandated Market Redesign and Technology Upgrade (MRTU) initiative.

The MRTU initiative, which was developed by the California Independent System Operator and approved by the Federal Energy Regulatory Commission, was launched on March 31, 2009. The MRTU initiative changed the manner in which electricity is procured and sold by participants in newly redesigned markets in California. Costs presented in this application represent actual costs to implement the MRTU initiative that were incurred by PG&E through December 31, 2011.

The total electric revenue (the total amount PG&E collects in rates from all customers) requirement request is \$7.9 million. PG&E requests that electric rates designed to recover this amount become effective on January 1, 2013.

Will rates increase as a result of this application?

Yes, approval of this application will increase electric rates by less than one percent for bundled service customers (those who receive electric generation, as well as transmission and distribution service from PG&E) and for customers who purchase electricity from other suppliers (e.g., direct access and community choice aggregation). The revenue requirement of \$7.9 million will increase PG&E's bundled system average rates, relative to current rates, by 0.07 percent in 2013.

FOR FURTHER INFORMATION

To request a copy of the application and exhibits or for more details, call PG&E at 1-800-743-5000. For TDD/TTY (speech-hearing impaired), call 1-800-652-4712.

Para más detalles llame al 1-800-660-6789

詳情請致電 1-800-893-9555

You may request a copy of the application and exhibits by writing to:
Pacific Gas and Electric Company
2011 MRTU Application
P.O. Box 7442, San Francisco, CA 94120.

THE CPUC PROCESS

The CPUC's Division of Ratepayer Advocates (DRA) will review this application. The DRA is an independent arm of the CPUC, created by the Legislature to represent the interests of all utility customers throughout the state and obtain the lowest possible rate for service consistent with reliable and safe service levels. The DRA has a multi-disciplinary staff with expertise in economics, finance, accounting and engineering. The DRA's views do not necessarily reflect those of the CPUC. Other parties of record will also participate.

The CPUC **may** hold evidentiary hearings where parties of record present their proposals in testimony and are subject to cross-examination before an Administrative Law Judge (ALJ). These hearings are open to the public, but only those who are parties of record may present evidence or cross-examine witnesses during evidentiary hearings. Members of the public may attend, but not participate in, these hearings. After considering all proposals and evidence presented during the hearing process, the ALJ will issue a draft decision. When the CPUC acts on this application, it may adopt all or part of PG&E's request, amend or modify it, or deny the application. The CPUC's final decision may be different from PG&E's application.

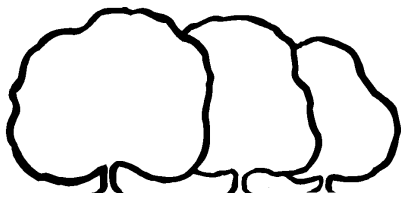
If you would like to learn how you can participate in this proceeding or if you have comments or questions, you may contact the CPUC's Public Advisor as follows:

Public Advisor's Office
505 Van Ness Avenue
Room 2103
San Francisco, CA 94102
1-415-703-2074 or 1-866-849-8390 (toll free)
TTY 1-415-703-5282 or TTY 1-866-836-7825 (toll free)
E-mail to Public.advisor@cpuc.ca.gov

If you are writing a letter to the Public Advisor's Office, please include the name of the application to which you are referring. All comments will be circulated to the Commissioners, the assigned Administrative Law Judge and the Energy Division staff.

A copy of PG&E's 2011 MRTU application and exhibits are also available for review at the California Public Utilities Commission, 505 Van Ness Avenue, San Francisco, CA 94102, Monday-Friday, 8 a.m.-noon and on the CPUC's website at <http://www.cpuc.ca.gov/puc>

RECEIVED
APR 25 2012
CITY CLERK'S OFFICE



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Proclamation-“Juneteenth” - Celebration of Emancipation from Slavery

Report in Brief

The City Council has previously recognized the celebration of “Juneteenth” and is requested do so again this year by the Yolo County African American Association.

Staff recommends adoption of a Proclamation recognizing “Juneteenth”, a Celebration of Emancipation from Slavery, to be celebrated on Sunday, June 17th, 2012 at Woodland Community College, in Woodland.

Discussion

“Juneteenth” has been held nationally to recognize African American Emancipation Day. This event stems from actions that occurred in Galveston, Texas on June 19, 1865 wherein a Union Army Commander read an order that proclaimed all slaves to be free. The programs and events emphasize education and achievement, reflection on assessment and self-improvement and to plan for the future. People of all races, nationalities and religions come together to celebrate and enjoy the cultural heritage of all citizens.

Recommended Action

Staff recommends adoption of a Proclamation recognizing “Juneteenth”, a Celebration of Emancipation from Slavery, to be celebrated on Sunday, June 17th, 2012 at Woodland Community College, in.

Prepared by: Ana Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment

City of Woodland

PROCLAMATION RECOGNIZING “JUNETEENTH” - CELEBRATION OF EMANCIPATION FROM SLAVERY

WHEREAS, “Juneteenth” is the oldest known celebration commemorating the ending of slavery in the United States; and

WHEREAS, on June 19, 1865, in the State of Texas, Major General Gordon Granger read General Order Number Three (3) to the people of Galveston. The Order stated that “The people of Texas are informed, that in accordance with a proclamation from the Executive of the United States, all slaves are Free”; and

WHEREAS, African Americans in Texas began calling the event Juneteenth Emancipation Day and named it “Juneteenth”; and

WHEREAS, this event is presented to honor and remember African Americans who were residents of Yolo County in the early 1850s; and

WHEREAS, this event is presented to honor and remember African Americans in Woodland who aided as brick masons in the construction of the Woodland Opera House; and

WHEREAS, this event is presented to honor and remember founding members of the 2nd Baptist Church which has a long and renowned place in Woodland; and

WHEREAS, the celebration for “Juneteenth” will take place on June 17th, 2012 at Woodland Community College, in Woodland.

NOW, THEREFORE, BE IT RESOLVED that the Woodland City Council, hereby recognizes “Juneteenth” in Yolo County and encourages its citizens to participate in meaningful activities that recognize contributions of African Americans and hopes that the day’s celebration, on June 17 will be successful.

Dated: May 15, 2012

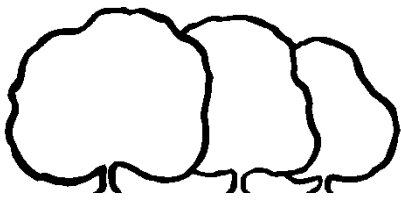
Artemio Pimentel, Mayor

Marlin H. Davies, Vice Mayor

Martie L. Dote, Council Member

William L. Marble, Council Member

Tom Stallard, Council Member



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Public Works Week May 20-26, 2012

Report in Brief

Staff recommends that the City Council proclaim May 20-26, 2012 as “Public Works Week” and present the proclamation to the Public Works representative.

Background

National Public Works Week is sponsored by the American Public Works Association (APWA) with the support of many co-sponsoring agencies. This year’s theme is “Public Works: Creating a lasting impression.”

Discussion

The mission of the Department is *“To provide and maintain public works infrastructure, related facilities, and services, in a cost effective manner to meet the current and projected needs of the City.”*

This is no easy challenge, given the growth of the city, reductions in resources, the aging of the infrastructure, and the increasingly restrictive regulatory environment in which we operate. Our employees provide a wide variety of services to the community including:

- public health and safety through the water, sewer, and storm drain systems operations and maintenance;
- a full service, tertiary sewage treatment plant and laboratory;
- road system operations and maintenance;
- street lighting, traffic signals;
- street signs and road markings;
- urban forestry and tree maintenance;
- environmental resource management;
- solid waste collection, reduction, and recycling;
- park maintenance; and
- fleet and facilities management, operations, and maintenance.

It is our commitment to provide these services in an efficient and cost-effective manner. This is a particularly difficult challenge in times of constrained budgets, accelerated regulatory requirements, and increasing growth and demand for services.

Our department will be working during Public Works Week to convey to both the community and to our own staff a greater understanding of Public Works and how our services affect the City of Woodland.

Fiscal Impact

None

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that the City Council proclaim May 16-20, 2012 as “Public Works Week” and present the proclamation to the Public Works representative.

Prepared by: Johanna Currie
Senior Management Analyst

Reviewed by: Gregor Meyer
Public Works Director

Paul Navazio
City Manager

Attachment: Proclamation

PROCLAMATION PUBLIC WORKS WEEK 2012

WHEREAS, Public Works' services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, public infrastructure such as water systems, sewers, streets, traffic signals, street lights, parks and a wastewater treatment facility are operated, and maintained by the Public Works Department, providing services enjoyed and demanded by our community on a 24/7 basis; and

WHEREAS, programs such as fleet & facilities maintenance, water conservation, and waste reduction/recycling are administered by Public Works' professionals; and

WHEREAS, the services and facilities provided by our Public Works Department contribute to the health, safety, and comfort of our community members, and to the beauty and cleanliness of our City; and

WHEREAS, the quality, effectiveness, and maintenance of our infrastructure and programs are vitally dependent upon the expertise and dedicated efforts of Public Works' employees; and

WHEREAS, the efficiency of these Public Works' employees is influenced by the community's attitude, support, and understanding of the work they perform.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Woodland does hereby proclaim the week of May 20-26, 2012 as **PUBLIC WORKS WEEK** in Woodland, and calls upon all citizens and civic organizations to acquaint themselves with the issues involved in providing public works services and to recognize the contributions that the Public Works employees make everyday to our health, safety, and comfort.

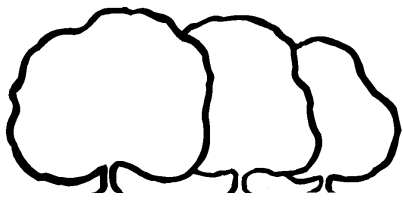
IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Woodland to be affixed.

DATED: May 15, 2012

ARTEMIO PIMENTEL, Mayor

MARLIN H. "SKIP" DAVIES, Vice-Mayor
WILLIAM L. MARBLE, Council Member
MARTIE DOTE, Council Member
TOM STALLARD, Council Member





City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Proclamation - United States Army Week

Report in Brief

The City has received a request to honor the United States Army via a Proclamation on the event of their annual birthday. This year will be the 237th birthday of the United States Army and Council is again asked to acknowledge and recognize the Army during the "United States Army Week".

There will be a representative present to receive the Proclamation.

Recommendation for Action

It is recommended that Council Proclaim the week of June 11 through 16, 2012 as "United States Army Week." This year's theme is "America's Army: The Strength of the Nation."

Prepared by: Ana Gonzalez
City Clerk

Paul Navazio
City Manager

Attachment: Proclamation

City of Woodland

PROCLAMATION UNITED STATES ARMY WEEK – JUNE 11-18, 2010

WHEREAS, the United States Army was established by the First Continental Congress on the 14th day of June, 1775; and,

WHEREAS, the United States Army exists to defend the freedom of our citizens and our nation's security interests; and,

WHEREAS, many citizens of Woodland have served their nation and given the ultimate sacrifice in defense of our freedoms, as members of the United States Army; and,

WHEREAS, it is proper to recognize the United States Army annually on its birthday, and to thank those who have served and those who are presently serving.

NOW, THEREFORE, the City Council of the City of Woodland does hereby declare June 11 through June 16, 2012, as

United States Army Week

in Woodland, and exhort all citizens to join with us in this salute to express our gratitude to those who have served and those who are now serving to protect our nation and its freedoms.

Dated this 15th day of May, 2012

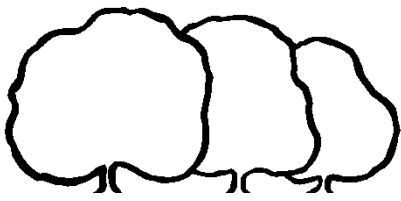
Artemio Pimentel, Mayor

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Martie L. Dote, Council Member

William L. Marble, Council Member

Tom Stallard, Council Member



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Commission on Aging Annual Update

Report in Brief

The City Council annually reviews the activities of the City Boards and Commissions and receives updates on the proposed priorities for the following year. This report provides a review of the actions of the Commission on Aging for 2011 and the anticipated activities for 2012.

Staff recommends that the City Council receive the annual report from the Commission on Aging including a summary of 2011 activities and proposed 2012 activities.

Background

The Commission on Aging (COA) was established in 1975 to act as an advisory board to the City Council. The Commission is available to advise and make recommendations to Council on matters pertaining to seniors in Woodland. Meetings are held the second Thursday of each month at 3:30 p.m. The current COA members are: Chairperson Benjamin Garman, Vice-Chairperson Don Campbell, Karen Wright, Regan Overholt, and Lucinda Talkington.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that the City Council receive the annual report from the Commission on Aging including a summary of 2011 activities and proposed 2012 activities.

Prepared by: Christine Engel

Paul Navazio
City Manager

Attachment: Annual Report Presentation

Woodland Commission on Aging

*Accomplishments and Planned
Projects: 2011-2012*

COA Members

- Don Campbell
- Benjamin Garman
- Regan Overholt
- Lucinda Talkington
- Karen Wright

COA Duties and Responsibilities



The very popular Senior Aerobics class

- Bring focus to issues affecting seniors
- Advocate for support and resources
- Promote healthy aging and quality community services

Primary Senior Issues

- Health Issues
- Retirement Income and Financial Stability
- Affordable Housing
- Community Issues
- Advocacy (ADA)
- Transportation



Annual Work Plan Items

- Woodland Apartment List
- Positive Aging and Promotion Educational Presentations
- Senior Resource Fair
- Community & Senior Center Advocacy
- Intergenerational Projects –
“Teens Helping Seniors”, group social activities
(planned)

**In the current FY, the
Commission on Aging
continues to advocate for
Community & Senior Center
items which were identified
as Senior Concerns&Issues.**

**Some of these
accomplishments included:**

- 2012 Apartment Resource List – used by community agencies and organizations as well as local citizens
- Better accessibility improvements for center users with disabilities
- Community education regarding senior resources with annual Senior Fair



Card games in our lovely game room are always well attended

“Teens Helping Seniors” Program

***Working on funding opportunities
to reinstate popular and high
demand program***

Additional Commissioner Contributions



Senior Arts and Crafts Show 2012

- Participate in and facilitate senior programs including support groups, educational activities and special events
- Support senior programs and special events

Woodland COA

The COA advocates to City Council to ensure the unique needs and desires of the senior community are heard and addressed

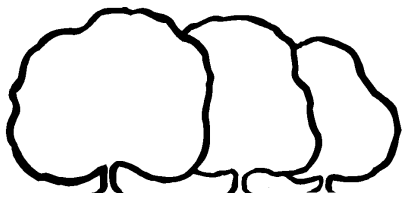
Woodland seniors are intelligent, active, dynamic, involved and vote regularly!



We invite *all* City Council
members

to attend one of our monthly
meetings and participate in the
many special senior activities
coordinated in our city.

Come see what 'active aging'
is all about!



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Fire Department Monthly Report for March, 2012

Report in Brief

The Woodland Fire Department's Monthly Status Report includes a wide variety of information in an effort to better inform the public and the City Council. This report summarizes four specific areas of the Fire Department's operation: Overtime, Incident Response, Fire Prevention, and Training. This year, the Fire Department updated its Monthly Status Report format to include a wider variety of information. The report is formatted by division (Administration, Operations, Fire Prevention, and Training) and covers the key projects and/or activities for the month.

Attached for the City Council's review is the Fire Department's Monthly Report for March, 2012.

Prepared by: Shannon Collins
Management Analyst

Reviewed by: Dan Bellini
Chief of Public Safety

Paul Navazio
City Manager

Attachment



Woodland Fire Department Monthly Status Report Summary – March 2012



(The Woodland Fire Department Monthly Status Report includes a wide variety of information in an effort to better inform the public and the City Council.)

For February and March the Total Overtime spent remains the same. We found an error in how we were reporting the Minimum Staffing and B/C coverage costs. The numbers shown are correct.

	Previous Month	Current Month	Difference (+ increase/- decrease)
Cost of Overtime			
Maintain Minimum Staffing	\$8,595.17	\$15,767.69	+7,172.52
Maintain Line BC position	\$17,426.41	\$13,265.14	-4,161.27
Worker Comp Coverage	\$4,913.76	\$6,002.29	+1,088.53
Call Back Staffing	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	\$29,959.62	\$38,380.77	+8,421.15
Strike Team (reimbursable, and <u>not</u> included above)	\$0.00	0.00	
Total Incident Responses			
Fire	11	11	0
EMS/Rescue	260	275	+15
Hazardous Condition	11	7	-4
Public Service	52	42	-10
Good Intentions	47	45	-2
False Alarms	<u>17</u>	<u>22</u>	<u>+5</u>
Total	398	402	+4
Mutual/Auto-Aid/Strike Team	3	4	+1
Concurrent Incidents	110	126	+16
Fire Prevention			
Commercial Inspections	17	23	+6
Plan Reviews	2	2	0
Business License Inspections	18	13	-5
Permitted Inspections	59	55	-4
Residential Inspections	8	5	-3
Resale Inspections	14	22	+8
Engine Company Inspections	<u>85</u>	<u>60</u>	<u>-25</u>
Total	203	180	-23
Weed Abatement	9 hours	2.5 hours	-6.5 hours
Fire Investigations	3 hours	5.5 hours	+2.5 hours
Pub Ed Events	7	5	-2
Training Hours	906	1,020.5	+114.5

Department Highlights: The Woodland Fire Department conducted Large Area Search Training, and Firefighter Survival classes, Company Inspection Training and a Mutual Aid Drill with UC Davis.

DIVISIONS

ADMINISTRATION:

Emergency Management

- There were no activities in the month of March, 2012.

OPERATIONS:

Incident Activity

The WFD responded to a total of **402** incidents in March, 2012. They included:

- **11 Fires**, for a current annual total of **34**. The **11 fires** included:
 - o **5** building/chemical, explosion, fire others
 - o **1** grass, vegetation, brush fire
 - o **5** passenger vehicle fires, outside equipment
- **275 EMS/Rescues**, for a current annual total of **860**. The EMS/Rescues included:
 - o **43** Calls requiring medical assistance
 - o **12** EMS calls, cancelled en route or on scene
 - o **192** EMS Calls for people with injuries
 - o **10** vehicle accidents with injuries
 - o **17** motor vehicle/pedestrian accidents with or without injuries
 - o **1** confined space rescue
- **7 Hazardous Conditions**, for a current annual total to **35**. The Hazardous Conditions included:
 - o **4** toxic conditions, oil or chemical spills, gas leak, hazardous conditions, other
 - o **2** electrical wiring, arcing, shorted electrical equipment
 - o **1** overheated motor
- **42 Public Service Calls**, for a current annual total of **147**. The Public Services Calls included:
 - o **3** calls to assist police or other governmental agencies
 - o **7** calls for public service
 - o **5** invalid public assistance calls
 - o **21** cover assignment, standby, move up, unauthorized burns
 - o **6** lock-out, water problems, person in distress, other
- **45 Good Intentions** calls, for a current annual total of **155**. The calls included:
 - o **25** calls that were cancelled en route or CAD error
 - o **9** no incident found on arrivals
 - o **5** Steam, smoke, odor of smoke, barbeque, authorized burning
 - o **6** good intent call, other
- **22 False Alarm** calls, for a current annual total of **69**.

Concurrent Incidents:

These are incidents that come in simultaneously where apparatus and companies (a crew consisting of a Fire Captain, Engineer, and Firefighter) are either all committed to the same incident, or committed to separate incidents at the same time called **concurrent incidents**.

The breakdown of **concurrent incidents** for March, 2012 is:

2 companies committed simultaneously =	76 times
3 companies committed simultaneously =	33 times
4 companies committed simultaneously =	17 times

The Woodland FD received **402** calls for service in March, 2012 with **126** being Concurrent Alarms = **31.4%** of the time. This means that approximately 1 out of every 3 calls would commit to two or more fire units simultaneously.

This month, our response time average for getting an initial fire engine on-scene is **5:47 Minutes** for fires and **4:49** for emergency medical services (EMS) calls.

Automatic or Mutual Aid:

Automatic Aid is provided to another agency through formal agreement and occurs automatically on **significant events** without any special request. The agencies we participate in automatic aid with are Davis, Dixon, UC Davis, West Sacramento, Yocoe Dehe and the volunteer fire departments of Willow Oak, Yolo, and West Plainfield.

Mutual aid occurs when fire departments provide help to one another upon special request when a **significant event(s)** (large incident or multiple small incidents) take place. Every fire agency in Yolo County is a signatory to this agreement.

Total Number of Aid Given/Received Incidents in March, 2012: **4**

Aid Received: **1**

- **1** Davis Fire Department

Aid Given: **3**

- **1** Willow Oak Fire Protection District
- **1** Elkhorn Fire Protection District
- **1** Dunnigan Fire Protection District

Current annual total is **23**.

Overtime Summary

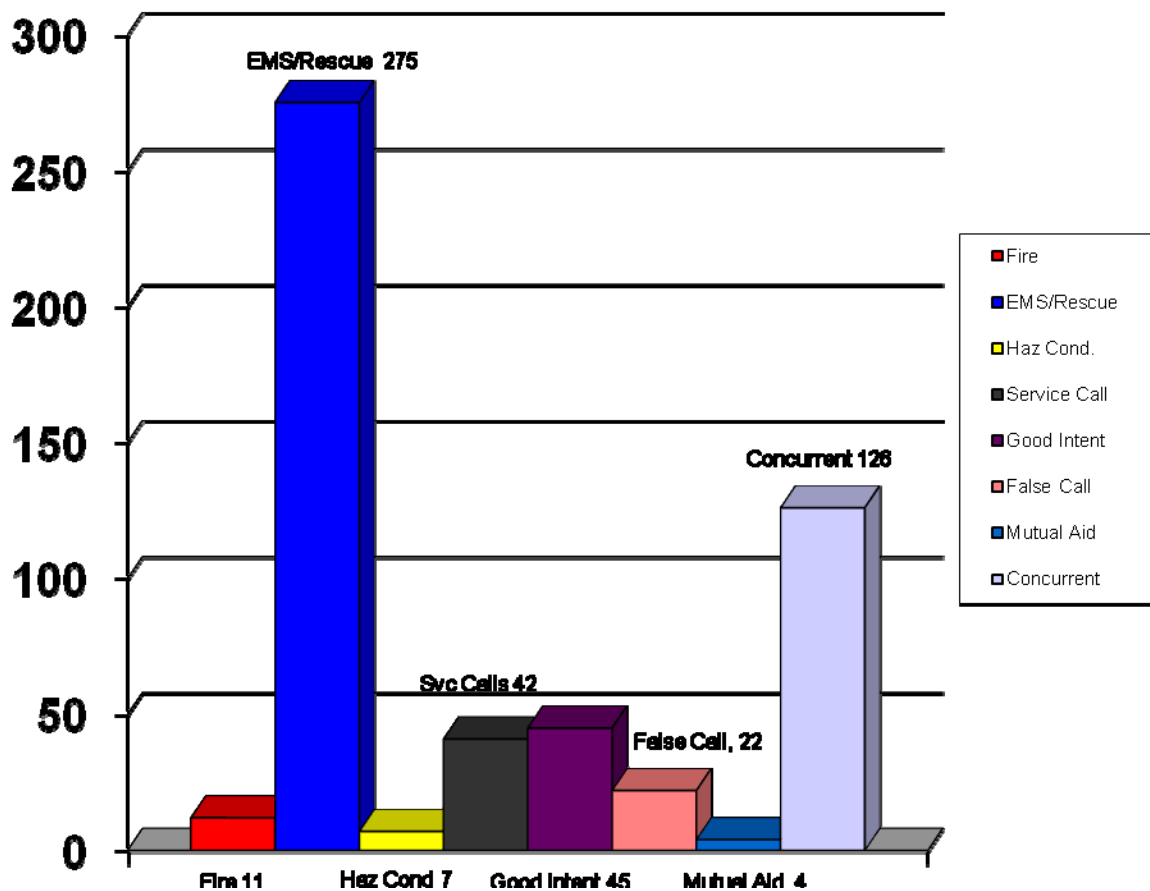
This is the sixth month we have been able to see the savings the SAFER Grant Firefighters have made. Our overtime expenses are well below last years numbers. However, our overtime expenses are in direct correlation to the filling of the two (2) Line Battalion Chief positions, along with daily staffing requirements and emergency call-backs for large events. As our staffing has been reduced significantly, mainly due to attrition (the hiring of 6 SAFER Firefighters has reduced that number to 10), our ability to absorb vacancies resulting from illness, vacation, and injury with on-duty relief staffing has been improved. Now we are able to absorb most vacancies, except we hire back off-duty personnel on overtime to cover the vacant Battalion Chief's positions and some line positions depending on staffing levels. Having limited on-duty staffing each day has caused a reliance on **call-back staffing** when large events or multiple small events occur.

There were a total of **922** overtime hours worked during the month of March, 2012 for a total cost of **\$38,380.77**. ***This includes 289 hours of coverage for two Line Battalion Chief's vacancies.***
This includes:

- **838** hours of **Minimum Staffing** at a cost of **\$35,035.12** for the month of March 2012. ***This includes 289 hours of coverage for two Line Battalion Chief's vacancies.*** In addition this also included unusual circumstances, including worker's comp/light duty and FMLA.
 - o In March 2011 we used **1,796** hours to cover **Minimum Staffing** at a cost of **\$73,305.40** and for March 2012 we used **838** hours to cover **Minimum Staffing** at a cost of **\$35,035.12**. *The SAFER Firefighters have made this reduction possible.*
 - o In March 2012 we had 252 hours of lost time due to Workers Comp.

- 0 hours were needed for **Call-Back Staffing** for the month of March 2012. (*Call Back Staffing is necessary to backfill the stations when a major incident occurs that depletes the minimum staffing levels*).

Current Month By Incident Type



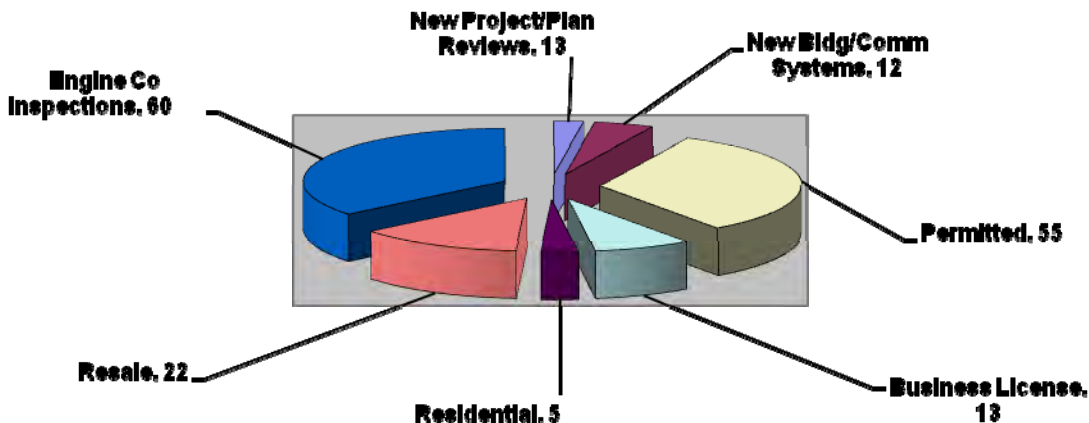
The graph above is a visual summary of the number of incidents that the Fire Department responded to during the weeks March 1, through 31, 2012.

Total Incidents to Date for 2012 - 1,311

Average Response Time for First Due Units: Fire: 5:47 EMS: 4:49

FIRE PREVENTION:

The Fire Prevention Bureau conducts several types of inspections and plan reviews. The Bureau concentrates on New Project Development, Civil Drawing Plan Reviews, Building Inspections, On Site Water Systems, Commercial Fire Sprinklers, Residential Fire Sprinklers, Fire Alarm Inspections, Specialized Fire Protection Systems, Fire Permits, Licensed Care Facilities, Business License Inspections, Resale Inspections, Fire Investigation and Code Enforcement, Public Education and Weed Abatement.



For the month of March 2012 the Fire Prevention Specialists conducted the following inspections and plan reviews:

Commercial	
11	New Project Development Reviews
2	Plan Reviews
3	New Building Inspections
9	Commercial Fire Protection Systems
Permit	
55	Fire Permitted Annual Inspections
Business License	
13	Business License Inspections
Residential	
0	Residential Automatic Sprinkler System Plan Reviews
5	Residential Automatic Sprinkler System Inspections
22	Resale Residential Sprinkler Inspections
Engine Company	
60	Business and Mercantile Inspections

Weed Abatement

- 2.5 hours were spent on weed abatement activities in the month of March 2012.

Fire Investigation/Code Enforcement

- 5.5 hours of fire investigation was performed in the month of March, 2012.

Public Education

- St. John's Preschool (3/6/12) Fire Safety Presentation
- Woodland Cub Scouts (3/8/12) Fire Station Tour
- Douglass Middle School (3/9/12) Career Day

- Woodland Summer House (3/10/12) Fire Safety Tour
- Lee Middle School (3/30/12) Career Day

Maps

- No new activity for the month of March 2012

TRAINING:

The following is a summary of training activities conducted in the Fire Training Division during the weeks of March 1 - 31, 2012. Training conducted at the Training Center including:

Training conducted at the Training Center including:

- 12 hours of Multi-Company Drills
- 24 hours of EMS Skills Testing
- 29+ hours Engine Company Inspections
- 140+ hours of Firefighting Tactics and Strategy

During the month of March, career staff reported a total of **1020.5** hours of training, resulting in an average of **23.73** hours of training per person.

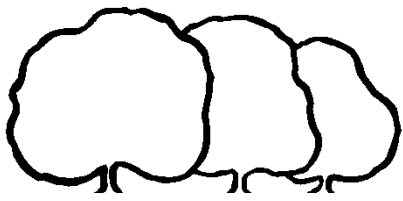
The reserve staff completed **3.5** hours of training in the month of March.

Battalion Chiefs had a total of **104.5** hours of training, and the Fire Prevention Staff had a total of **36** hours of training.

Highlights for the month of March: The Woodland Fire Department conducted Large Area Search Training, Firefighter Survival classes, Company Inspection Training and a Mutual Aid Drill with UC Davis.

March ~ 2012 Training Hour(s):

Line staff	870.5
Battalion Chiefs	104.5
Fire Prevention	36.0
Reserves	3.5



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Public Works Monthly Status Report

Report in Brief

The Public Work's Department Monthly Status Report includes an executive summary of the monthly activity of all divisions within the Department. This report also includes information regarding key projects and/or activities throughout the months.

Highlights

- Staff received an average of 48 requests for service per day during the month for a total of 1,056 requests during the month.
- Service Requests for the month of March 2012 decreased by 22.7% from March 2011.
- Staff completed 424.75 hours of training in the month of March 2012.
- The Public Works Department has 9 Vacancies as of March 31, 2012.

The operations detail contained in this report is for the month of March 2012; all project related information is current as of April 25, 2012.

Prepared by: Stephanie Frank
Administrative Secretary

Reviewed by: Gregor G. Meyer
Public Works Director

Paul Navazio
City Manager

Attachment



Public Works Department.
Monthly Status Report
Summary – March 2012

For the Month of March 2012		
Division	Service Requests	Work Orders
Administration	524	
Electrical	41	74
Environmental Services		19
Facilities	46	61
Fleet		180
Parks	5	109
Pretreatment		66
Sewer	17	97
Signs & Markings	8	75
Storm Drain	3	11
Streets	27	42
Urban Forestry	21	63
WPCF		
Water	364	140
Grand Total	1,056	937

Service Request – Every time a request for Public Works services is made by phone call, written request, emailed request, or an actual one-on-one request to a PW employee, a ‘**Service Request**’ is generated. This builds a computerized record of all requests made.

Work Order – A ‘**work order**’ is created each time a work crew or individual is assigned a task as a result of either service requests, pre-planned maintenance projects, or by other situations as they arise. This produces a database of work accomplished and the time and materials it took to do the work.

Total for Calendar Year 2012 Through 3/31/2012	
Service Requests 3,361	Work Orders Complete 2,665

22 Working Days This Month = 48 Requests for Service per Day

With **1,056 Service Requests received**, Public Works crews handled **937 Work Orders** for the month of March. They included:

Operations & Maintenance

Administration:

- The administration team received 1,056 Service Requests; 524 of which were handled through the front desk, and the other 532 requests were distributed to the appropriate division. (see chart above)
 - ♦ 50 Backflow Notifications were mailed to responsible parties regarding testing requirements
 - ♦ 181 Underground Service Alert (USA's) requests processed
 - ♦ 130 Delinquent Water Shut-Off's
 - 125 Residential Accounts
 - 5 Commercial Accounts

Electrical:

- 8 Street Light Work Orders
 - ♦ Group Lamp Change Project
 - ♦ 4 Street Light Services
 - ♦ 1 Damaged Fixture Repair
 - ♦ Pole Number Identification Services
 - ♦ 1 Knockdown Repair
- 18 Traffic Signal Repairs
 - ♦ Asset Management
 - ♦ Bi-Monthly Traffic Signal Inspections
 - ♦ 1 Damaged/Exposed Wiring Repair
 - ♦ 1 Damaged/Missing Backplate Repair
 - ♦ 1 Inspection
 - ♦ 2 Installation/Upgrades
 - ♦ LED Change-Out Project
 - ♦ 1 New Signal Installation
 - ♦ 1 Power Loss Repair
 - ♦ 6 Signal Repairs
 - ♦ 1 Timing Check
- 2 Lift Station Maintenance Services
- 12 Park Facility Service Requests
- 10 Water Pollution Control Facility Service Requests
- 13 Well Site Services (Install/Upgrade, Testing, Data Retrieval, SCADA Modification)
- Received/marked 181 Underground Service Alerts (USA's)

Environmental Services:

- 15 Green Waste Investigations
- 2 Metered Consumption Investigations
- 2 Water Conservation Investigations

Facilities:

- 8 Repairs to City Hall
 - ♦ 1 Generator/Transfer Switch Test
 - ♦ 2 HVAC Services
 - ♦ 1 Inspection
 - ♦ 2 Lighting Services
 - ♦ 1 Lock Service
 - ♦ 1 Plumbing Service
- 6 Repairs to Fire Stations 1, 2 &3
 - ♦ 3 Generator/Transfer Switch Tests
 - ♦ 1 HVAC Service
 - ♦ 1 Lighting Service
 - ♦ 1 Lock Service
- 9 Repairs to the Library
 - ♦ 1 Inspection
 - ♦ 1 Installation/Upgrade Service
 - ♦ 3 Lighting Services
 - ♦ 1 Miscellaneous Service

- ♦ 2 Plumbing Services
 - ♦ 1 Wall Repair Service
- 8 Repairs to the Municipal Service Center
 - ♦ 1 HVAC Service
 - ♦ 1 Installation/Upgrade Service
 - ♦ 2 Lighting Services
 - ♦ 3 Lock Services
 - ♦ 1 Power Loss Service
- 24 Repairs to the Police Department
 - ♦ 1 Generator/Transfer Switch Test
 - ♦ 4 HVAC Services
 - ♦ 3 Inspections
 - ♦ 2 Installation/Upgrade
 - ♦ 4 Lighting Services
 - ♦ 1 Electrical Line Location Service
 - ♦ 8 Plumbing Services
 - ♦ 1 Wall Repair
- 5 Repair to the Water Pollution Control Facility
 - ♦ 1 Lighting Service
 - ♦ 4 Plumbing Services

Facilities has a backlog of 51 Service Requests

Fleet:

- 180 Work Order Repairs to 86 different units (vehicles, apparatus & equipment)
 - ♦ 35 Repairs from Preventive Maintenance Service
 - ♦ 87 General Repairs
 - ♦ 3 Vendor Repairs
 - ♦ 4 Road Calls
 - ♦ 2 Accidents
 - ♦ 52 Preventive Maintenance Services

Parks:

- 109 Work Orders
 - ♦ 1 Interment
 - ♦ 8 Cemetery Maintenance Services
 - ♦ 1 Chemical Testing/Calibration Service
 - ♦ 3 Equipment Repair/Replacement Services
 - ♦ 1 Graffiti Removal Service
 - ♦ 1 Irrigation Repair/Replacement Service
 - ♦ 28 Litter/Garbage Cleanup Services
 - ♦ 25 Park Maintenance Services
 - ♦ 15 Playground Inspections
 - ♦ 1 Pool Cleaning Service
 - ♦ 17 Restroom Cleaning Services
 - ♦ Restroom Lock/Unlock Service
 - ♦ 2 Sports Field Prep/Maintenance
 - ♦ 2 Vandalism Repairs
 - ♦ 3 Weed Control Services

Pretreatment:

- 17 Auto Related Inspections
- 49 Food Service Related Inspections

Sewer:

- 19 Sewer Cleanout Services
 - ♦ 1 Inspection
 - ♦ 6 Preventive Maintenance Services - Installation
 - ♦ 12 Reactive Maintenance Services – Installation
- 50 Gravity Main Services
 - ♦ 4 Inspections
 - ♦ 40 Preventive Maintenance Services Utilizing the CCTV (Closed Circuit Television)
 - 600 Events
 - o 12,788 Linear Feet Inspected
 - ♦ 5 Preventive Maintenance service utilizing the HVVC (High Velocity Vacuum Truck)
 - o 10,712 Linear Feet
 - ♦ 1 Routine Inspection
- 23 Sewer Lateral Services
 - ♦ 2 Blockages Cleared
 - ♦ 5 Inspections
 - ♦ 3 Service Location Requests
 - ♦ 6 Preventive Maintenance Services Utilizing the CCTV (Closed Circuit Television)
 - ♦ 1 Repair Service
 - ♦ 1 Rodding Service
 - ♦ 2 Root Control Services
 - ♦ 3 Sanitary Sewer Overflow Event (SSOs)
- 5 Manhole Services (flushing/repair/inspection)
- Received/marked 181 Underground Service Alerts (USA's)

Signs & Markings:

- 3 Departmental Duty Services
 - ♦ 1 Banner Service
 - ♦ 2 Community Billboard Services
- 8 Guide Sign Services
 - ♦ 2 Knockdown Repairs
 - ♦ 5 Routine Maintenance Services
 - 8 Signs
 - ♦ 1 Survey
- 8 Object Marker Services
 - ♦ 1 Graffiti Removal Service
 - 1 Marker
 - ♦ 1 Installation
 - ♦ 6 Routine Maintenance Services
 - 19 Markers
- 39 Regulatory Sign Services
 - ♦ 8 Graffiti Removal Services
 - 15 Signs

- ♦ 1 Installation
 - 2 Signs
 - ♦ 2 Knockdown Repairs
 - ♦ 25 Routine Maintenance Services
 - 116 Signs
- 3 Street Marking Services
 - ♦ 2 Curb Painting Services
 - ♦ 1 Handicap Stall Painting Service
 - ♦ 5 Surveys
- 9 Warning Sign Services
 - ♦ 2 Graffiti Removal Services
 - ♦ 3 Installations
 - ♦ 3 Routine Maintenance Services
 - ♦ 1 Survey

Storm Drain:

- 4 Inlet Point Services
 - ♦ 1 Drain Inlet Cleaning Service Utilizing HVVC
 - ♦ 2 Rain Duty Services
 - ♦ 1 Repair Service
- 5 Lift Station Services
 - ♦ 1 Debris Grate Cleaning Service
 - ♦ 2 Inspections
 - ♦ 1 Monthly Generator Test
 - ♦ 1 Routine Maintenance Service
- 1 Manhole Inspection
- Sample Station Quarterly Inspection

Streets:

- 1 Object Marker Knockdown
- 1 Street Marking Removal Service
- 5 Road Edge Services
 - ♦ 1 Curb & Gutter Spot Repair
 - ♦ 1 Fence Maintenance
 - ♦ 1 Shoulder Maintenance
 - ♦ 2 Weed Abatement Services
- 4 Parking Lot Services
 - ♦ 3 Maintenance Services
 - ♦ 1 Skin Patch Service
 - 954 Square Feet
- 2 Sidewalk Path Services
 - ♦ 1 Spot Repair Service Request
 - 20 Square Feet
 - ♦ 1 Trash & Debris Clean-up
- 27 Road Services
 - ♦ 5 Crack Seal Services
 - 52,353 Linear Feet
 - ♦ Pot Hole Patching
 - 386 Holes Patched
 - ♦ 1 Sink Hole Service

- 220 Square Feet
- ♦ 3 Skin Patch Services
 - 2,544 Square Feet
- ♦ 1 Road Survey Service
- ♦ Traffic Control
- ♦ Trash & Debris Clean-Up
- ♦ Trench Repair
- 1 Railroad Crossing Service

Urban Forestry:

- 2 Abatements
- 12 Hazardous Situation Responses
- 9 Inspections
- 19 Tree Planting Services
- Tree Pruning
- Tree Removal Program
 - ♦ 11 Trees
- Small Tree Care
- Stump Grinding Service
- Tree Rebate Processing

Water:

- Produced 227,665,528 gallons of drinking water in March
- Received/marked 181 Underground Service Alerts (USA's)
- Warranty Inspection
- 4 Control Valve Services (exercise, locate, repair, replace, water turn off/on)
- 3 Enclosed Storage Facility Service
 - ♦ 3 Pressure Readings
- 6 Hydrant Services
 - ♦ 3 Flushing Services
 - ♦ 1 Maintenance Service
 - ♦ 2 Repair Services
- 1 Lateral Line Service
 - ♦ 1 Repair
- 23 Lateral Valve Services
 - ♦ 1 Abandonment Service
 - ♦ 15 Leak Detection Services
 - ♦ 1 Service Valve Repair
 - ♦ 1 Water Quality Issue
 - ♦ 5 Water On/Off Services (Finance, Contractor, Homeowner Request)
- 36 Meter Services
 - ♦ 5 Meter Installations
 - ♦ 10 Meter Investigations
 - ♦ 4 Meter Maintenance Services
 - ♦ 4 Meter Repairs
 - ♦ 7 Meter Replacements
 - ♦ 3 Meter Box Replacements
- 6 Pressurized Main Services
 - ♦ 1 Abandonment Service

- ♦ 2 Investigations
- ♦ 3 Repairs
- 59 Production Well Services
 - ♦ 19 Inspections
 - ♦ Disinfection Services
 - ♦ 1 Generator Emergency Run Service
 - ♦ 30 Maintenance Services
 - ♦ Monthly Reporting
 - ♦ No3 Monitoring
 - ♦ Sampling
 - ♦ Vandalism

Environmental Services

General

- Provided public information/outreach at City Arbor Day event.
- Attempted to provide program information at Master Gardeners Spring Gardening Workshop; got rained out.
- Gave presentations to middle school students at Douglas and Lee Career Days.

Solid Waste/Recycling

- C&D Recycling: Monitored 55 project units. Opened 4 permits and closed out 5.
- Green Waste: Issued 43 green waste notices. Issued 18 code compliance warnings, mostly involving landscapers at commercial properties.
- Public Outreach/Assistance:
 - Provided 4 compost bin rebates.
- Special Projects:
 - *Ordinances/City Code* – Drafting extensive updates.
 - *Commercial Recycling* – Refining draft of local guidelines to complement state commercial recycling requirements, effective July 1, 2012.
 - *Closure of Old Woodland Landfill* – RWQCB unable to locate November letter report; new copy provided. Requesting (1) acknowledgment that landfill cells are closed, (2) confirmation that further monitoring is unnecessary, and (3) input on feasibility of site use for solar arrays.
 - *Environmentally Preferred Purchasing Policy* – Revising draft policy based on BBK comments.
 - *Waste Advisory Committee* – Received Yolo County Integrated Waste Management Division presentation on potential Yolo Biogreen Regional Facility for future organics composting. Feasibility to be considered over coming months.
 - *Hazardous Waste* – Designing postcard with Yolo County Landfill HHW disposal information for mass mailing to Woodland Residents. Using state grant funding, attended bimonthly Northern Calif. Household Hazardous Waste Information Exchange. Designed and contracted for billboard on used oil disposal. Working with Regional Recyclers Group on TV/radio spots on used oil recycling.
 - *Pharmaceutical Disposal* – Researching permanent pharmaceutical take-back options.

Water Conservation

- Public Outreach/Assistance:
 - Investigated 2 water-waste complaints and offered assistance to 6 metered customers with apparent leaks.
 - Held second annual Fix-a-Leak workshop, with approximately 40 participants.
- Special Projects:
 - *Ordinances/City Code* –Drafting revisions to water conservation and drought declaration ordinances.
 - *Water-Wise Landscaping* – Initial planning of local water-wise yard tour with citizens' Water Rate Advisory Committee. Finalized scope of work with Resource Conservation District for assistance preparing guidelines for low-water alternatives to grass in parking strips.

Stormwater

- Special Projects:
 - *Municipal Permit Development* – Continuing to work through California Stormwater Quality Association and the Statewide Stormwater Coalition toward reasonable modifications to SWRCB's draft municipal stormwater permit.

Energy Conservation

- Special Projects:
 - *Annual GHG Inventory* – Third-year inventory accepted by The Climate Registry.
 - *Climate Action Plan* – Provided feedback to UCD team on baseline inventory. Began organizing and preparing for meeting with stakeholder Planning Committee. Prepared and submitted detailed draft public outreach plan to PG&E.
 - *Commercial Property-Assessed Clean Energy (PACE)* – Continuing to plan for Ygrene-administered countywide program; awaiting program documents tailored to Yolo County jurisdictions.
 - *ICLEI GroupEnergy* – Provided input to RFPs for solar and energy-efficiency upgrade contractors, which ICLEI/GroupEnergy subsequently issued. Worked with GroupEnergy to tailor outreach materials to Yolo County/city employee groups.
 - *Sustainable Communities Planning Grant* – Awaiting grant award announcement.

Water Pollution Control Facility

Laboratory

- Collected samples and performed over 300 process control and National Pollutant Discharge Elimination System (NPDES) permit compliance tests for the wastewater treatment plant.
- Collected monthly influent, effluent and receiving water monitoring samples; submitted to contract laboratories.
- Collected samples and performed 45 tests on treatment plant storage ponds.
- Continued to Collect/test additional coliform samples and worked closely with Operations to troubleshoot and resolve issues with the UV disinfection system.
- Collected and tested additional process control sample and worked closely with Operations to resolve issues with the secondary treatment process.

- Trained Pretreatment staff on proper sample collection technique for low-level mercury and methylmercury.
- Biannual quality control testing.
- Prepared monthly Discharge Monitoring Reports and electronic Self-Monitoring Reports; submitted to the Regional Water Quality Control Board (RWQCB).
- Attended weekly process control meetings
-

Pretreatment

- Inspections
 - ♦ Auto Related Businesses – 32
 - ♦ Food Service Business – 59
 - Note: Completed inspection of all permitted ARBs & FSBs this quarter
 - ♦ Business of Concern (BOC) –
 - ♦ Significant Industrial User (SIU) –
- Plan review for Building/CDD – 12
- Permit applications or permits issued – 5
- Public education & outreach visits – 63
 - ♦ Note: Included Career Day presentations at Douglass & Lee Middle Schools
- Call-outs for spills/illicit discharges – 1
- Notice of Violation issued – 1
- SIU Self-Monitoring Report Reviews – 2
- Quarterly Local Limits sampling completed
- Completed Local Limits Review & Update
- Development Review Committee meeting
- Monthly staff meeting/safety tailgate

Utility Engineering

Utility Engineering Legend:

Bolded text indicates new information

The initials enclosed in ()'s denotes the lead PW staff on the project.

(DB) Doug Baxter, Principal Civil Engineer (MS) Mark Severeid, Lab Supervisor

No updated information regarding this project at this time.

Project: Wastewater Treatment Plant/NPDES Permit (5 Year Renewal) (MS/DB)
Status: In March 2009 the final NPDES permit was issued by the RWQCB. The new permit requires the City of Woodland to move to an improved source water supply. It also requires significantly more testing and studies that will substantially increase operating costs.

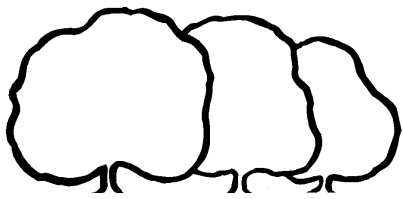
On April 12, 2010, Mayor Skip Davies, Councilmember Bill Marble, City Staff and City's permit writing consultant Dan Rich met with senior staff from the Regional Water Quality Control Board (RWQCB). The purpose

of this City requested meeting was to verify that boron, salt and selenium final limits will be in our waste discharge permit, and that these limits will cause the City to move to an improved water quality supply or other substantially more expensive treatment processes. We discussed all the conceivable alternatives and why improving our water quality supply is the least costly viable option. RWQCB made it clear that boron, salt and selenium final limits will be in our permit. RWQCB also said that they would enforce these limits with fines to eliminate all incentives to delay moving forward and that fines could be as high as \$10 per gallon per day of wastewater not in compliance (at current flows the fines would be up to \$60,000,000 per day). Under our current permit each year we have to submit compliance reports on moving to an improved source water supply. If we delay for example 2 years and saved \$11,000,000 in interest, the fines could exceed that amount to eliminate any incentive to delay implementation of salt reduction.

On 1/5/2011, we met with Board staff to discuss the Time Schedule Order. We presented a sample TSO and they indicated their plan to prepare an administrative draft based on that document. They requested additional data on selenium and salinity to help with setting performance based limits for both constituents. We were advised that the board had made a change to how they handle TSOs; there is now a provision for extending the 5 years for up to an additional 5 years in the event the discharger is unable to be in full compliance by the end date of the order but has shown due diligence and has tried to meet the milestones set in the original order. The TSO was issued by the Executive Officer, by delegated authority of the Central Valley Regional Water Quality Control Board, on September 21, 2011. The TSO contains an interim effluent limit for selenium of 31 µg/ L which will be in force thru September 2016. The interim selenium limit should allow us to be in full Permit compliance until the completion of the surface water treatment plant.

The City of Woodland and the City of Davis evaluated the feasibility of combining treatment into a regional facility. The City of Davis is pursuing its own treatment facility. Both cities will continue to look for ways to work together when in the mutual interest of both cities.

What's Next: The surface water project will continue to be pursued. Fiscal impacts of the permit will continue to be evaluated. Staff is looking into long-term planning options. Wastewater treatment long-term planning is underway.



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Approve Amendment No. 1 to the Subdivision Improvement Agreement, Subdivision No. 4675 (Parkside)

Report in Brief

On February 15, 2011, Council approved the Subdivision Improvement Agreement ("Agreement") for Subdivision No. 4675 (Parkside at Spring Lake, A.K.A. Huntington Square). The Agreement, dated March 29, 2011, was entered by and between the City of Woodland and Standard Pacific Corporation.

The Agreement is requested to be amended by Council as the public improvements that were to be completed by February 15, 2012 are not yet complete. City staff is working with the City Attorney's office, adjacent property owner, and the electrical utility company to resolve the continuing right of way issues that are preventing the public improvements from being completed. All parties are optimistic that the right of way issues can be resolved and the final improvements completed by the end of calendar year 2012.

Staff recommends that the City Council approve Amendment No. 1 to the Subdivision Improvement Agreement for Completion of Public Improvements of Subdivision No. 4675.

Background

Parkside at Spring Lake is a subdivision of 162 single-family lots in the Spring Lake Specific Plan area. The subdivision is also known as Huntington Square. City Council approved a tentative map and development agreement for the Parkside at Spring Lake project on January 13, 2004. California Government Code (Subdivision Map Act) and the City Municipal Code (Chapter 21) requires the developer to enter into an agreement and provide securities ensuring construction of the public infrastructure required to serve the new lots at final map approval. The final maps for the project, which created "for sale" lots were approved by the City council on February 15, 2011 and June 7, 2011. The City and the developer entered into a Subdivision Improvement Agreement and the developer provided securities for construction of the public improvements on March 29, 2011.

The City Council adopted Resolution 6042 on December 20, 2011 which authorized the City to partially accept the subdivision improvements. A partial acceptance was warranted as most public improvement activities were complete and there was no need to hold up City acceptance of completed improvements while waiting resolution of right of way issues. Typically, acceptance of improvements does not require a resolution; however, because there are outstanding items to be completed, the City attorney recommended adopting a resolution to clarify which public improvement items were accepted.

The Agreement required that all public improvements related to the subdivision be completed by February 15, 2012. Due to unforeseen issues regarding acquiring the right of way to connect Sports Park Drive to East Street, completing the public improvements by February 15, 2012 was not possible. Section 4.1 of the Agreement specifies that City Council, in its sole and absolute discretion, may provide Developer with additional time to complete the Public Improvements.

City staff is in receipt of a letter from the Developer, dated April 20, 2012, requesting an extension to complete the public improvements by December 31, 2012. City staff concurs with the developer's explanation and schedule for the expected completion date of the remaining public improvements.

Discussion

The City is working with the adjacent property owner and the electrical utility to address the right of ways necessary to complete the public improvements to connect Sports Park Drive to East Street. The right of way issues are expected to be resolved within the next few months to allow for the public improvements to be completed by the end of this calendar year.

Fiscal Impact

No impact.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that City Council approve Amendment No. 1 to the Subdivision Improvement Agreement for Completion of Public Improvements of Subdivision No. 4675.

Prepared by: Christopher Fong, PE
Associate Civil Engineer

SUBJECT: Approve Amendment No. 1 to the SIA, Subdivision No.
4675(Parkside)

PAGE: 3
ITEM:

Reviewed by: Brent Meyer, PE
City Engineer
Principal Civil Engineer

Reviewed by: Nicholas J. Ponticello
CDD Director

Paul Navazio
City Manager

Attachment: Amendment No. 1 to the Subdivision Improvement Agreement for Completion of
Public Improvements of Subdivision No. 4675

RECORDED AT THE REQUEST OF
AND WHEN RECORDED RETURN TO:

CITY OF WOODLAND
300 First Street
Woodland, California 95695
ATTN: City Clerk

SPACE ABOVE THIS LINE FOR RECORDER'S USE

AMENDMENT No. 1 to the
SUBDIVISION IMPROVEMENT AGREEMENT
FOR COMPLETION OF PUBLIC IMPROVEMENTS
Subdivision No. 4675

Between

THE CITY OF WOODLAND
A California municipal corporation

And

STANDARD PACIFIC CORP.
A Delaware Corporation

AMENDMENT NO. 1 TO THE
SUBDIVISION IMPROVEMENT AGREEMENT
FOR COMPLETION OF PUBLIC IMPROVEMENTS

PARCEL/TRACT MAP NO. 4675

I. PARTIES AND DATE.

This Amendment No. 1 to the Subdivision Improvement Agreement for the Completion of Public Improvements ("Amendment"), dated March 29, 2011 (recorded Yolo County document "DOC-2011-0008954-00), is entered into as of this ____ day of _____, 20__ ("Effective Date"), by and between the CITY OF WOODLAND, a California municipal corporation ("City") and Standard Pacific Corp., a Delaware Corporation with its principal office located at 3650 Industrial Boulevard, Suite 140 West Sacramento, CA 95691 ("Developer"). City and Developer are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties."

II. RECITALS.

A. Developer's tentative parcel/tract map for real property located within City ("Property"), was conditionally approved by the Woodland City Council on October 4, 2005. The tentative parcel/tract map is identified in City records as Subdivision Map No. 4675 ("Map").

B. The City Council approved the Subdivision Improvement Agreement ("SIA") with the Developer on February 15, 2011. The SIA was subsequently signed by both parties on March 29, 2011, and recorded with the County as DOC-2011-0008954-00 on March 30, 2011.

C. The City Council adopted Resolution No. 6042 on December 20, 2011, to partially accept the subdivision improvements.

D. Section 4.1 of the SIA stated that all public improvements shall be completed by February 15, 2011. Both parties acknowledge that there was a clerical error in the SIA and that the intention was that all public improvements be completed within one year of the SIA going to Council which would be February 15, 2012.

E. The right of way matters associated with the northwestern end of Sports Park Drive, as of the date of this Amendment, has not yet been resolved for the Developer to complete all the required public improvements.

F. Section 4.1 of the SIA allows the City Council, in its sole and absolute discretion, to provide Developer with additional time within which to complete the Public Improvements.

G. Developer sent a letter, dated April 20, 2012, to the City requesting that an extension be provided for the Developer to complete the Public Improvements (as defined in the SIA) by December 31, 2012.

H. On May 15, 2012, the City Council approved the Developer's request to provide additional time within which to complete the Public Improvements.

III. TERMS.

1.0 Construction Schedule. Section 4.0 of the SIA is modified to read as follows:

"4.0 Construction Schedule. Unless extended pursuant to this Agreement, Developer shall fully and adequately complete or have completed the Public Improvements by: (i) December 31, 2012 (subject to force majeure as set forth in Section 17.16 herein); or (ii) before any certificates of occupancy are issued for any lots within the Property, whichever is earlier. At least 15 days prior to the commencement of such work, Developer shall notify the City Engineer in writing of the date fixed by Developer for commencement of the work."

2.0 Extensions. Section 4.1 of the SIA is modified to read as follows:

"4.1 Extensions. Time is of the essence with regard to this Agreement. Either the City Council or City Manager may, in their respective sole and absolute discretion, provide Developer with additional time within which to complete the Public Improvements. Requests for extension of time shall be in writing and shall be delivered to City in the manner hereinafter specified for service of notices. An extension of time, if any, shall be granted only writing, and an oral extension shall not be valid or binding upon City."

3.0 Further Amendments. Section 17.5 of the SIA is modified to read as follows:

"17.5 Amendment; Modification. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties. The Woodland City Council or City Manager may approve amendments to the SIA on behalf of City."

4.0 Remaining Terms. All other terms of the SIA which are not modified by this Amendment, shall remain in full effect.

[Signature Page Follows]

CITY OF WOODLAND

By: _____
Signature

Paul Navazio

City Manager
Its

Standard Pacific Corp., a Delaware Corporation

By: 
Signature

Eric Anderson

Authorized Representative
Its

(Seal)

ATTEST:

By: _____
Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

By: _____
Andrew Morris, City Attorney
Best Best & Krieger LLP

ACKNOWLEDGMENT

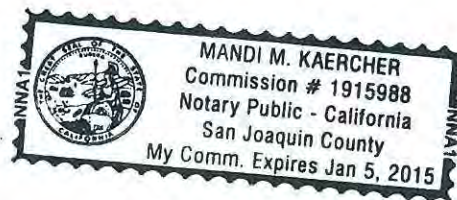
STATE OF CALIFORNIA)
) ss.
COUNTY OF YULO)

On APRIL 24 2012, before me, MANDI KAERCHER, Notary Public, personally appeared ERIC ANDERSON, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument, and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(~~ies~~), and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Mandi Kaercher

Signature of Notary



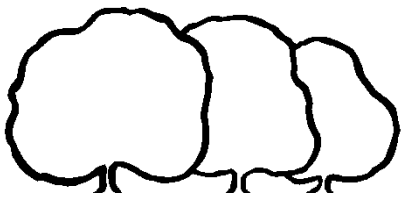
ACKNOWLEDGMENT

STATE OF CALIFORNIA)
) ss.
COUNTY OF)

On _____, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Signature of Notary



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Treasurer's Investment Report Quarter Ending March 31, 2012

Report in Brief

Each quarter staff is required to provide the City Council with a report from the City Treasurer on the status of investments. The purpose of this report is to provide the Council with information regarding liquidity, monthly cash flow and expected cash disbursements.

Staff recommends that City Council accept the quarterly Treasurer's Investment Report for the quarter ended March 31, 2012.

Background

The City manages its investment portfolio in accordance with the guidelines established by the Council via the adopted investment policy. The City primarily invests in the Local Agency Investment Fund (LAIF) and federal agency obligations because these are generally considered low risk investments. The City's securities are held in custodial care by U.S. Bank N.A., Custody Treasury Division, located in Minneapolis, MN and administered by its Sacramento office. U.S. Bank N.A. provides monthly statements to the City of Woodland. The source of valuations for the securities is marked to market by U.S. Bank N.A.

Discussion

The yield on the Local Agency Investment Fund (LAIF) balances for the quarter ending March 2012 was 0.38%. The average yield on the City of Woodland's investments as of March 31, 2012 was 3.40%. This higher yield was attained through financial planning enabling the City to lock in very safe investments to higher yields than are currently available on the open market. This higher yield places a premium on the City's investments which is evidenced by its quarter ending market value of \$5,135,655 which is \$135,655 higher than the City's cost of \$5,000,000.

The prudent investment policies of the City of Woodland have insulated its investments well in the face of such turbulent and uncertain economic times. In determining placements of investments, safety is the number one priority which is followed by liquidity and finally yield on investments.

The City of Woodland does not have any holdings in the riskier Corporate notes which have historically yielded only slightly higher yields as compared to our Agency Investments which have the backing of the Federal Government. Unlike many other government agencies that have had to write off significant portions of their investments in Corporate notes, the City of Woodland has not had to write off any investments. Due to the very low interest rate environment, longer-term investment options (up to or greater than 18 months) have been limited and are often expected to yield less than the LAIF rate.

The attached reports provide a summary of the City's current investments and include the investment interest rates as they have matured and current rates for new investments. All activities comply with the existing Investment Policy approved by City Council. Additionally, a report entitled "Cash with Fiscal Agent" is included which lists the most recent information available regarding investments for the assessment districts/bond reserve fund dollars. The source of this information is monthly reports from the various district/bond Trustees.

Fiscal Impact

There is no impact on the City funds in association with the information contained herein. This report is for informational purposes only.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that City Council accept the quarterly Treasurer's Investment Report for the quarter ended March 31, 2012.

Prepared by: Adam Devlin
Accountant

Reviewed by: Kimberly McKinney
Finance Officer

Paul Navazio
City Manager

Attachment

CITY OF WOODLAND
INVESTMENT REPORT

March-12

SUMMARY OF INVESTMENTS

TYPE OF INVESTMENT	AMOUNT	TOTAL
Local Agency Investment Fund (LAIF)	34,661,019.40	87.4%
TRANS bond proceeds	0.00	0.0%
FHLB Bonds	0.00	0.0%
FFCP Bonds	5,000,000.00	12.6%
FNMA	0.00	0.0%
Freddie Mac	0.00	0.0%
TOTAL	39,661,019.40	100.0%

PORTFOLIO

LAIF	Interest	Amount
TRANS bond proceeds		34,661,019.40
		0.00
SUBTOTAL		34,661,019.40

	Maturity Date	Interest	Call Date	PAR Amount	Purchase Price	Current Market Value
Federal Farm Credit	2/7/2013	3.40		5,000,000	5,002,361	5,207,430.00
				5,000,000		5,207,430.00
Total Investments				5,000,000.00		5,207,430.00
Total of LAIF Funds & Investments Detail				39,661,019.40		
Check Total (Should be zero)				-		

CITY OF WOODLAND
INVESTMENT REPORT

CASH ACCOUNTS as of 3/31/12

Bank Accounts with U.S. Bank	\$7,372,193.51
Petty Cash	\$3,290.00
Cash with Fiscal Agent	\$8,924,380.69

INTEREST SUMMARY

Prior Quarters Interest Earned - Investments	\$106,750.00
Prior Quarters Interest Earned - LAIF	\$86,073.39
Total Interest Received	<u>\$192,823.39</u>
Interest Received from Jan 1, 2012 to Mar 31, 2012	\$118,279.40
Total Fiscal Year-to-Date Interest Received	<u>\$311,102.79</u>

The interest received does not always represent the interest earned. LAIF records interest on a quarterly basis but does not report it until the 15th of the month following the end of the quarter. The interest received on Treasury Notes is received every six months either on the 15th or the last day of the month. Bond interest is posted every six months to the date of settlement.

CITY OF WOODLAND
ACTIVITY REPORT

DATE	DESCRIPTION	DEBIT	CREDIT	DEBITS
LAIF	TREASURER			
01/01/12	Month Beginning Balance			29,627,740.00
01/12/12	Quarterly Interest	33,279.40		29,661,019.40
01/26/12	Deposit into LAIF	13,000,000.00		42,661,019.40
02/06/12	Withdrew fr LAIF		3,000,000.00	39,661,019.40
02/10/12	Withdrew fr LAIF		5,000,000.00	34,661,019.40
				34,661,019.40

TRANS bond proceeds in Guaranteed Investment Contract

0.00

Bonds and Other Investments

01/01/12	BEGINNING BALANCE	5,000,000.00
03/31/12	Month End Balance	5,000,000.00

END OF MONTH TOTAL DEBITS
Check Total (Should be Zero)

39,661,019.40

-

Transactions w/LAIF	5
Purchase of New Bonds	0
Bonds Called	0
Purchase of New CD	0
CD Matured	0
Bonds Sold	0
Bonds Matured	0

CITY OF WOODLAND
CITY TREASURER
GOVERNMENT-BACKED AGENCIES
MATURITIES BY DATE 3/31/2012

Feb-13

2/7/2013 FFCB

FFCB @ 3.40%

5,000,000.00

3.40 YTM

TOTAL

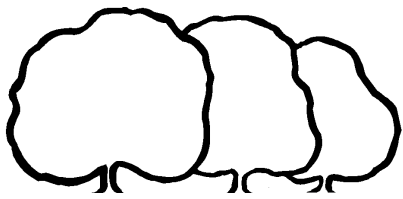
5,000,000.00

All Investments Total

5,000,000.00

Check Difference (Should be zero)

-



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: General Plan and Housing Element Annual Progress Report
Reporting Period January 1, 2011 – December 31, 2011

Report in Brief

The State of California Government Code, Section 65400(b), requires planning agencies to provide an annual report to their legislative body (City Council), the Governor's Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD) on the status of the General Plan and progress in its implementation.

Staff recommends that the City Council hold the Public Hearing, and at its conclusion, accept the General Plan and Housing Element Annual Progress Report as required by the State of California and direct staff to forward the Report to the Governor's Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD) for filing.

Background

The Annual Performance Report (APR) provides information to local legislative bodies and the public on the status of its General Plan goals, policies, and implementation measures. The intent of the statute is to provide a tool to facilitate implementation of a community's General Plan and particularly the Housing Element and in tracking and monitoring progress in addressing housing needs and goals. The APR includes information on the jurisdictions' progress in addressing the regional housing need allocation, including the number of housing units permitted by income level, the status of programs in the housing element and efforts to remove governmental constraints.

Discussion

The attached Annual Progress Report follows a format established by The Department of Housing and Community Development. The report requires the completion of five (5) tables to report on implementation. The annual housing report requires a calendar based reporting period.

This report shows that the City has made and will continue to make progress in addressing housing needs of very low- and low- income residents. While three (3) units available to low-income families received certificates of occupancy, an additional 43 multi-family units reserved for very low - income and 2 duplex units available for low-income families were completed.

Annual review of the General Plan implementation programs also provides an assessment of key issues or areas where modifications or “course adjustments” are required. The last significant update to the General Plan was prepared in 1996. Since then key state legislation and city requirements have changed, and new information has surfaced in areas including:

- The 2006 Urban Limit Line initiative
- Sustainability Requirements
- Infrastructure needs
- Regional Housing Needs requirements
- Update to underlying key land use plans including the East Street Corridor.

Fiscal Impact

The City will not incur a fiscal impact other than the staff time expended to prepare the Housing Element Annual Progress Report.

Public Contact

Posting of the City Council agenda and publication in a newspaper of general circulation on or before May 5, 2012.

Recommendation for Action

Staff recommends that the City Council hold the Public Hearing, and at its conclusion, accept the General Plan and Housing Element Annual Progress Report as required by the State of California and direct staff to forward the Report to the Governor’s Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD) for filing.

Prepared by: Cindy Norris
Principal Planner

Reviewed by: Nicholas J. Ponticello
CDD Director

Paul Navazio
City Manager

Attachments

- Attachment 1: General Plan and Housing Element Annual Progress Report, Reporting Period
January 1, 2011 – December 31, 2011
- Attachment 2: HCD Tables A, A2, A3, B
- Attachment 3: Implementation Program Status Review Table C

GENERAL PLAN ANNUAL PROGRESS REPORT JANUARY 1, 2011 THROUGH DECEMBER 31, 2011

PURPOSE AND CONTENT OF REPORT

Section 65400(b) of the State of California Government Code requires planning agencies to provide an annual report to their legislative body, the Governor's Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD) on the status of the General Plan and progress in its implementation. The four basic purposes of the annual report are as follows:

- To provide information to assess progress on implementation of the general plan in accordance with the stated goals, policies and implementation measures.
- To provide information to identify necessary course adjustments or modifications to the general plan as a means to improve implementation.
- To provide a clear correlation between land use decisions made during the reporting period, and the goals, policies and implementation measures in the general plan.
- To provide information regarding local agency progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the development of housing.

This report covers the period from January 1, 2011 through December 31, 2011, and contains the following sections:

- Assessment of Regional Housing Needs and Efforts to Remove Governmental Constraints – Annual Housing Element Progress Report (Only a brief summary of the “Annual Progress Report on Implementation of the Housing Element” is included in this report.)
- Agency Initiated Planning Applications
- General Plan Amendments
- Priorities for Land Use Decision Making (Financial Implementation of the General Plan)
- Other Projects During the Reporting Period
- Implementation Program Status Review

REGIONAL HOUSING NEEDS AND REMOVAL OF GOVERNMENTAL CONSTRAINTS

Regional Housing Needs

The Sacramento Area Council of Governments (SACOG) issued its Final Regional Housing Needs Plan on February 21, 2008 in which the City was allocated its “fair share” of the region's projected housing needs by household income group over the planning period from January 1, 2006 through June 30, 2013, a 7 ½ year planning period.

The following table provides an assessment of the City's progress toward meeting its allocation through December 31, 2011.

Woodland Regional Housing Need Allocation Addressed Through December 31, 2011

Housing Period	Very Low-Income	Low-Income	Moderate-Income	Combined-VL, L & M	Above Moderate	Total Units
2006	0	10	0	10	184	194
2007	88	100	0	188	289	477
2008	14*	103*	0	117	212	329
2009	0	14	0	14	191	205
2010	0	4		6	35	41
2011	45	3		50	59	109
Total Complete	147	234	0	381	970	1351
RHN Allocation	425	266	238	929	944	1873
% of Need Met	35%	88%	0%	41%	103%	72%

Based on the Assessors Report of Finaled Units in a calendar year.

*14 Very Low and 54 Low-Income income units are the result of a substantial rehabilitation of the Fair Plaza East project. A total of 247 new units finalized.

It should be noted that the City feels that a substantial portion of its Moderate Income housing is being provided through the sales of homes at lower pricing, including foreclosed homes, as a result of the economic downturn.

Units substantially rehabilitated converted from non-affordable to affordable by acquisition and preserved.

Fair Plaza East Senior Apartments.

The City of Woodland, in partnership with USA Properties, used an acquisition and rehabilitation approach to create a valuable source of senior affordable housing for the city located at 35 West Clover Street. When the project was constructed in the 1970s the owners obtained construction financing through a HUD loan. Because of this financing, the project had affordability restrictions until 2002. With the City's assistance, USA properties was able to purchase Fair Plaza East Apartments and convert the now market rate property back into affordable housing. Low-income housing tax credits and tax exempt bonds were used to provide the major portion of financing needed to purchase the property. To provide the necessary financial assistance to purchase Fair Plaza East Apartments, the City of Woodland is requesting a \$1,250,000 HELP loan from CalHFA. This loan will contribute to the acquisition of the property for the conversion of 68 existing market rate housing units into affordable units, as well as securing the long-term affordability of the entire project. The Redevelopment agency contributed \$91,000 toward the project and secured a 55-year affordability covenant. The project has become 100% affordable to 14 very-low and 54 low-income households.

Mitigation of Governmental Constraints:

Land Use Controls – General Plan, Zoning and Municipal Code Amendments

Flood Development Policy Amendments

On January 18, 2011 the City Council approved an amendment to the General Plan to remove policy 8.B.3 that restricts development in areas defined as deep flood. A flood analysis conducted in 2009 indicated that flooding in the city would not be characterized by high velocity flows, which was the concern with depth. All development shall be required to comply with FEMA flood requirements. The present FEMA floodplain policies provide requirements for development in floodplains that protect property and public safety. This is a significant removal

of a development constraint, which affects primarily industrial and commercial properties located in the North East section of the City.

Growth Controls/Growth Management

General Plan Growth Cap Policy

As part of the General Plan the City has a growth Cap policy 1.A.7 which limits growth through 2020 to no more than 5,000 single family units. General Plan Policy 1.A.7 as follows:

The City of Woodland shall manage residential growth at an even and reasonable pace so that single family residential construction in new planned residential neighborhoods does not exceed 5,000 houses by the year 2020 per approved Specific Plans. The intent is to limit the number of building permits each year, adjusting for market fluctuations. The intent is not to limit infill and multi-family development, including multi-family development in approved neighborhoods.

However in a review of the status of the City's progress Staff has found that the growth rate over the last 10 years has been below the expected maximum rate and that the anticipated single family housing growth per year through 2020 will likely be well below the cap allocation. The growth policy assumed planning, annexation and development within the Spring Lake Master Plan remainder area prior to 2020. At this time it is uncertain whether that will occur within the 2020 planning horizon, and if it does, it will likely happen toward the end of that time period.

Since Fiscal Year 2001 a total of 1,944 single family units have been built. For the ten (11) year period, this is an average growth rate of 177 units. A balance of 3,056 units remains until the cap of 5000 is reached. Through the fiscal year 2020 this results in a possible annual unit rate of 382.

On/Off Site Improvement Requirements

No changes occurred in this area,

Development Fees

Spring Lake Specific Plan Development Fee Reduction and Update

The City is continuing as an active partner with the development community in Spring Lake to further clarify and refine the financing obligations and to develop a clear set of rules by which development can move forward while still honoring pay-back obligations to the initial developers. The Spring Lake plan was set up based on Building Unit allocation process and a payback system assuming development would occur in three releases. The intent at the time was to moderate growth as well as ensure development of key oversized infrastructure while also providing a method to pay back the original developers who had to install much of the early infrastructure. With the economic downturn however, the system is not working and has become an impediment to growth.

Staff worked with the Spring Lake development community for over a year and a half to find ways to facilitate development, despite the unavailability of bond financing. Staff believes that a "pay as you go" methodology is the best alternative to public bond financing. A major factor in evaluation of this methodology is ensuring that key public facilities and offsite infrastructure be funded adequately. On January 19, 2010, the City Council approved a revision to the SLIF that

will allow a modification to the Financing Plan to a “pay as you go” concept and facilitate continued development in Spring Lake. The updated fees result in an increased SLIF for a single family home of \$809. The fee amendment was approved by adoption of an urgency resolution on January 19, 2010 and was permanently adopted on February 16, 2010.

Citywide Fee Deferral

At the same meeting, December 16, 2008, the City Council approved an urgency ordinance to allow the deferral of development impact fees (MPFP fees) for residential and non-residential projects. The ordinance allows the City to defer General City, Library, Police, Water, Roads, Administration, and Storm Drain development impact fees for a maximum period of 12 months.

For residential projects, the deferred fees are due at final inspection, but no later than the maximum deferral period, whichever occurs first. Residential deferrals do not incur interest charges.

Affordable projects as well as the affordable units in market rate projects that contain a minimum amount of affordable housing are eligible for a deferral of City Development Impact fees. Bonus density projects are eligible also for the deferral of Development Impact fees and additionally they are eligible for the waiver of Building Permit and Plan Check fees.

Permit Procedures

The City has installed and implemented a new financial and permitting software by TYLER EDEN. Staffs from all departments have spent many hours over the year in development and training on the use of the new system which affects every aspect of the city process from logging in a new project application, to calculating fees and issuing building permits, to paying invoices. While the application has resulted in some improvements to the financial reporting portions, the staff is still working with the vendor on implementation of all modules of the program.

Staffing and Development Processing

With the loss of several staff positions in the Community Development Department in the last budget cycles, including an office manager, building inspector, and associate planner, staff has had to become more efficient in its processes and focus on key issues and services. However, in the next (2012) budget cycle the Community Development Department may lose additional staff (engineering, building and support staff) which may have direct impact on the ability of staff to process projects in a timely and efficient manner. For projects that do come in this may require that the development community fund development assistance on a contract basis.

The City adopted the 2010 California Building Standards Code and the 2010 California Green Building Code. Fees for Solar projects have been reduced and plan review times have been streamlined.

Persons with Disabilities

The City designated a CDD staff to be the Americans with Disabilities Act (ADA) Coordinator for the City and begun work on a transition plan that will address curb ramps, City facilities, and City programs and services. The City also started the process of establishing a Disabled Access Commission.

Barrier-free design is governed by accessibility law and incorporated with all designs. All apartments are required to comply with Chapter 11B of the California Building Code. It should be noted that the City's Municipal Code (Section 25-21-85) already contains a Reasonable Accommodation for Persons with Disabilities provision. The provision sets forth a process and set of criteria for reviewing reasonable accommodation requests for persons with disabilities.

Infill Development

ULL

In the current market, Woodland, staff expects feasible infill projects to most likely be affordable housing projects or mixed use projects with commercial and market rate housing. Infill is aggressively promoted by SACOG to encourage Cities to grow without sprawl, use existing infrastructure and assets and create higher density areas that support alternative modes of transportation and less reliance on cars.

Environmental Justice Considerations

Environmental Justice is defined as the fair treatment of all people of all races, cultures, and incomes with respect to the development, adoption, implementation, and enforcement of environmental laws, regulations, and policies. Environmental justice was enacted through Federal action in 1994 after a 1992 report found that low-income and minority populations were disproportionately located in areas with higher levels of environmental pollution. Through actions the City takes based on procedural requirements that ensure transparency and public participation are key elements that minimize the possibility for inequitable actions. Noticing, public hearings, neighborhood meetings are actions the City takes to ensure full participation. With a high Spanish speaking population the city publishes key notices in both English and Spanish and has several bi-lingual staff members available at the city and at public meetings to assist residents. In general, the City's Industrial and heavier polluting uses are located in the northeast portions of town that are significantly separated from residential development. Further, existing General Plan policies have carefully identified locations of public services and facilities and compatibility between land uses.

AGENCY INITIATED PLANNING APPLICATIONS JANUARY 1, 2011 – DECEMBER 31, 2011

The following is a list of projects undertaken by the City toward implementation of policies and actions in the General Plan. Most of the projects involve studies, plan updates or construction of new community facilities that are either complete or in progress.

Davis-Woodland Water Supply Project (DWWSP)

The project would provide treated surface water from the Sacramento River to the Woodland and Davis communities and UC Davis. Woodland continues to work with its project partners and a joint Woodland-Davis Council Workshop for the project was held on July 28, 2009. In spring 2009, the Woodland City Council approved a consultant services agreement with West Yost Associates for Phase 1A of the Water Supply Project. It is anticipated that the City will be utilizing water by 2016.

Yolo County NCCP/HCP Joint Powers Agency (JPA)

The JPA acquires Swainson's hawk habitat conservation easements and serves as the lead agency for the preparation of a countywide Natural Communities Conservation Plan/Habitat Conservation Plan (NCCP/HCP). The countywide HCP/NCCP (also known as the Yolo Natural Heritage Plan) is in development. The City continues to participate in the Joint Powers Agency formed for completion of the HCP/NCCP and acquisition of Swainson's hawk habitat conservation easements.

GENERAL PLAN AMENDMENTS

Agency Initiated:

On January 18, 2011 the City Council approved an amendment to the General Plan to remove policy 8.B.3 that restricts development in areas defined as deep flood.

Applicant Initiated:

None in this time period.

General Plan Petitions:

The purpose for the petition submittal is to provide a process by which the City can consider amendments to the General Plan. A city may amend its General Plan up to three times a year (with a fourth optional). These amendments may be City initiated or privately initiated. A private application to amend the General Plan shall be required to submit a Petition for Consideration to Amend the General Plan. Staff will evaluate the petition request for consistency with General Plan Goals and for identification of possible future development issues. The petition will then be forwarded to the Planning Commission for a threshold decision on whether the proposal should be considered for future processing. If accepted, then a formal application would be filed and necessary CEQA documentation would be conducted with the full cost borne by the applicant.

None accepted.

PRIORITIES FOR LAND USE DECISION MAKING (FINANCIAL IMPLEMENTATION OF THE GENERAL PLAN)

The public projects in the General Plan are financed through the City's annual budget and multi-year capital financing plan.

City's Budget

The budget serves as the City's primary financial document to guide the City Council and staff through the coming fiscal year. It outlines the major priorities and projects that the City will undertake. It reflects staff time for city programs and services, contracts for maintenance and major construction projects, as well as needed materials and supplies. The City's FY 12 budget was approved on June 21, 2011. Measures were approved for the 2012 fiscal year to address a projected General Fund deficit of \$1,157,859 included a combination of restructuring and other cost savings measures. There was a significant amount of organizational restructuring including the consolidation of the Police and Fire Departments into one Public Safety Department, consolidation of Building and Fire Prevention, and Community Development Consolidation. As a result of these restructurings, several positions were eliminated or left vacant including the Fire Chief, Deputy Director of Community Development, Building Services Manager, Fire Prevention Specialist, maintain several vacancies in the Police Division. These reductions are on

top of prior year reductions. The dissolution of the Redevelopment Agency has had an impact on the City's budget as well. Further, the upcoming FY 13 and 14 budgets will result in additional significant layoffs that could significantly further impact development processing and timeliness.

Citywide Capital Budget

Citywide capital expenditures were programmed for \$26,817 million for Fiscal Year 2009 – 10. The City has been preparing a 10-year projected Capital Improvement Program budget. Because of a significant decline in building permit activity and the resulting reduction in the collection of development impact fees, the City has had to reduce the number of project in the 10-year capital budget. Projects underway include the I5/102 freeway interchange improvements, surface-water project Part 1; Main street series street lighting, water meter implementation, and the Lemon/North/East Realignment.

Redevelopment Agency Dissolution and Successor Agency

The Redevelopment Agency of the City of Woodland was created by the City Council on July 5, 1988. In January 2011, the Governor announced his intention to eliminate redevelopment agencies as a way to help balance the State budget. The Legislature then enacted, and the Governor signed, Assembly Bill 1X26 and Assembly Bill 1X27, which took effect on June 29, 2011. AB 1X26 suspended all new redevelopment activities and incurrence of indebtedness, and dissolves redevelopment agencies effective October 1, 2011 and mandates a liquidation of any assets for the benefit of local taxing agencies. Some debts and remittances are to be managed by a successor agency. The successor agency can not continue or initiate any new redevelopment projects or programs. The activities of this new successor agency will be overseen by an oversight board, comprised primarily of representatives of other taxing agencies, until such time as the remaining debts of the former redevelopment agency are paid off, or all Agency assets liquidated and all property taxes are redirected to local taxing agencies. There will no longer be availability of the 20% set aside funds for affordable housing purposes. California cities are still in the process of determining how the successor agencies will operate and their duties and responsibilities.

OTHER PROJECTS DURING THE REPORTING PERIOD

Other projects during this reporting period have implemented policies and actions in the General Plan. A total of 48 development based applications were submitted for review in FY 2011.

Residential:

Similar to other communities through the state, the City continued to experience a slowdown in residential development as construction activity was very limited. The majority of land available for subdivision based residential development is currently in the Spring Lake Specific Plan area. At this time, at least two builders with significant land holdings in the plan area have gone bankrupt and their properties are either held by a bank or receiver. While it is difficult to predict when the residential development sector will recover there is hope that the City's efforts to develop a pay as you go financing system will open up and facilitate development.

In the prior year the builder Standard Pacific picked up a 163 lot subdivision that required a significant amount of new infrastructure and Pulte/Centex Homes has begun construction on a 79 lot subdivision in the Southeast Area Specific Plan. They have continued construction in the

2011 calendar year. In addition, other builders have expressed interest in Spring Lake properties. Approximately two thirds (2/3) of the Spring Lake area has entitlements and mapped lots. However, a number of those properties are either now bank owned as the result of foreclosure or the owners are waiting until the economy improves to begin work. A side effect of the work stoppage has been a reduction in funds available to allow necessary collector road and infrastructure improvements which further hampers the ability of the projects to develop.

To assist in this regard, the City intends to use remaining interest funds from bond financing in Spring Lake to complete a two lane portion of the Parkland collector south of Farmer's Central Road. It is anticipated that construction on this road project was completed in 2011.

- Parkview - A proposed development of 108 single family housing units on 16.22 acres in the Spring Lake Specific Plan area. This project will require amending the land use plan in Spring Lake, to allow residential development on a former school site and to downzone a 6 acre parcel from R-20 to R-8, as well as an amendment to the Housing Element list of available developable sites to identify a replacement site for the R-20 multi-family site. .
- Sacramento Mutual Housing Site – The Site plan and design review for a 101 unit project on land zoned R-25. Located at the southeast corner of Farmers Central Rd and Pioneer.

Commercial and Industrial:

Commercial and Industrial development is the more current focus of the City's economic recovery. The City is focusing on increasing jobs where possible in the community. In the past year a number of new projects have either been approved or submitted for entitlement review. The key projects are listed below:

- Woodland Gateway I– The 525,000 square foot freeway oriented commercial center on 55-acre site is located at the southeast corner of CR 102 and I-5 approved in 2005. Target, the second anchor store at Gateway, opened on July 22, 2008. Businesses that were completed include a stand alone Red Robin Restaurant, Starbucks coffee and Panda Express.
- Restaurant Rehabilitation/Maria's Cantina– The owner of the property at Court Street has undertaken a significant rehabilitation effort in order to update an existing restaurant..
- Capital Hotel and Saloon – Construction of the mixed-use project located at the northeast corner of the Main Street and First Street intersection was completed in spring 2009. The first floor restaurant opened in spring 2009. While that first restaurant failed, a third has now occupied the space and is doing well. The second floor consists of office suites while the third floor is residential with five lofts.
- Main Street Businesses. - In FY 2011 310 business licenses were issued as compared to 154 businesses that were issued business licenses last year. A total of 43 were for businesses located on Main Street.
- Agriform/Inland Terminal – a proposed 52,000 square foot building for dry fertilizer storage is almost complete.
- Target Warehouse Expansion - a 362,000 square foot expansion to an existing 1.2 Million square foot facility is nearing completion.
- Woodland Disposal and Recycling Company – Review of a proposed recycling facility at 1470 E. Kentucky.

- The Design Review for a future commercial produce market at 1490 E Main Street.
- Chase Bank – Design Review for a new Chase Bank building on Main Street.

Future/ In Process Application Reviews:

- Gateway II proposal/EIR – A proposed 153 acre commercial development located south of Gibson Rd and East of CR 102. The site is not within the City's boundaries and will require annexation, pre-zoning, and CEQA review. The FEIR was approved by the City Council on December 6, 2011. Subsequently, a law suit has been filed challenging the CEQA document. That process is in review. A tax sharing agreement between the City and County will be required and the LAFCO Annexation process.
- Knaggs Industrial Annexation Proposal – A proposed 153 acre annexation project that has a land use designation in the General Plan for Industrial. The site is located at the North West corner of Main Street and CR 102. This project will require CEQA review and LAFCO review. A draft EIR is being prepared.
- Panatonni Mixed Use Development – Panatonni Development Company is proposing to develop a 25 acre mixed use commercial project including two automotive dealerships on East Main Street just north of Interstate 5. This application was submitted and in the review process.
- Cinema West/Downtown Theater Proposal – A proposed application to build a multi-plex theater complex on Main Street at Third Street. The application is incomplete at this time.

IMPLEMENTATION PROGRAM STATUS REVIEW

The attached table summarizes the City's efforts in carrying out General Plan implementation programs. The City continues to make progress in carrying out the goals and policies and implementation of the General Plan.

See the attached Implementation Program Status Review Table for a highlight of key actions.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Woodland
Reporting Period 1/1/2011 - 12/31/2011

Table A

Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information (<u>Building permits issued</u>)								Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
Casa Del Sol mobile home park - East		R	29				29	29	Home, RDA, Sec 108, Help	INC	
(9) Total of Moderate and Above Moderate from Table A3 ▶ ▶			0	59	59						
(10) Total by income Table A/A3 ▶ ▶			29			59	88	29			
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction City of Woodland
Reporting Period 1/1/2011 - 12/31/2011

Table A2

Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3

Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A and not in a mixed use mf project) (For permits Issued in the calendar year)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate						0	
No. of Units Permitted for Above Moderate	59					59	

* Note: This field is voluntary

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction City of Woodland

Reporting Period 1/1/2011 - 12/31/2011

Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability (Based on Assessors rpt of Finaled/Closed permits) and mod and above moderate units in mixed use MF projects

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.			2006	2007	2008	2009	2010	2011	2012	2013		Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	425		88	14			45				147	278
	Non-deed restricted												
Low	Deed Restricted	266	10	100	103	14	4	3				234	32
	Non-deed restricted												
Moderate	Deed Restricted	238											238
	Non-deed restricted												
Above Moderate		944	184	289	212	191	35	59				970	-26
Total RHNA by COG. Enter allocation number:		1,873	194	477	329	205	39	107				1,351	522
Total Units ▶ ▶ ▶													
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

**GENERAL PLAN AND HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW –
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Table C (Rev April 25, 2012)

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Growth and Development			
1.1- The City shall undertake a study to identify the location of a permanent urban limit line for the east and south. The study shall also identify funding sources for implementing a permanent urban limit line; including mitigation fees for development on Agricultural land.	Community Development Department Planning Commission City Council	FY 02-03	The City began studies of the proposed Urban Limit Line boundaries and Agricultural Mitigation for new development areas, but the City Council decided to end work on the ULL in October 2005. Voters in June 2006 approved a ULL that sets an urban growth boundary.
1.2- The City shall formally request Yolo County to revise the Woodland Area General Plan Urban Development Policy consistent with the adopted Woodland General Plan.	City Council	FY 10-11	Coordinate with Yolo County to update based on the County's new General Plan.
1.3- The City shall monitor housing growth and regional growth projections and report annually to the City Council regarding the need to take any action on limiting single-family construction in new residential neighborhoods so as not to exceed the growth and housing projections Policy 1.A.7.	Community Development Department	Annually	The City's Growth policy was amended in May 2005. New language added a growth cap of 5000 dwelling units by 2020 in new development areas. Infill development is excluded from the cap. Annual review of growth will be included in this annual report. Based on recent analysis it is anticipated that the growth cap will be minimally affected because of the limited residential growth occurring.
Residential Development			
1.4 – The City shall monitor available residential land supply and development proposals to ensure that an adequate supply of land in a range of densities is maintained.	Community Development Department City Council	Ongoing	Included in the 2008 Housing Element Update. Should be reevaluated based on Urban Limit Line initiative.
1.5 – The City shall review and amend the Zoning Ordinance to reflect the multi-family	Community Development Department	FY 02-03	Multi-family design criteria were included in the Design Standards update approved

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Table C (Rev April 25, 2012)

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
development guidelines included in Policy 1.B.8.	City Council		on April 6, 2004.
New Residential Neighborhoods			
1.6 – The City shall prepare residential design guidelines to promote walking, bicycling, and transit use and access	Community Development Department	Completed 2001	The City adopted citywide design standards in April 2004 and design standards for the Spring Lake Specific Plan on 9/22/03. Both policies remain in effect and promote walking, bicycling, and transit use and access.
Neighborhood Conservation and Enhancement			
1.7 – The City shall continue to implement the Woodland Improving Neighborhoods (WIN) neighborhood services team to provide for better communication with existing neighborhoods and create an institutional framework for directly responding to neighborhood concerns.	WIN Neighborhood Services Team City Council Police Department	Ongoing	This is a multi-departmental proactive program that targets identified areas in the City to address physical Code Issues/ Public Improvements/ and Crime. The departments working together on effort include Police and Code Enforcement,
1.8 – The City shall provide continuing education, within available resources and in cooperation with local nurseries, for residents regarding tree care and maintenance, particularly for trees with special requirements and problems (e.g. oaks, elms).	Public Works Department	Ongoing	City Urban Forestry Group meets with residents when there are questions and may refer them to local nurseries.
1.9 – The City shall promote the development of a community based tree group that promotes citizen action and environmental stewardship through planting and caring for trees.	Public Works Department	Ongoing	A local organization called the Woodland Tree Foundation is active in the City. The City also endorses the Greenprint plan and anticipates preparation of an Urban Forestry Master plan if funding can be found.

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
1.10 – The City shall institute a sidewalk repair program to identify funding sources for ongoing sidewalk repair and maintenance.	Public Works Department Finance Department	Completed 1998	Sidewalk Repair, Maintenance and ADA Improvements are addressed in every development and capital project. CDBG funds are used to implement sidewalk repair in low income neighborhoods. A new sidewalk maintenance policy has been drafted that will identify maintenance and financial responsibilities related to sidewalk repairs. This policy is waiting for Infrastructure Committee approval, as well as Council approval.
1.11 – The City shall investigate methods of enhancing funding sources for ongoing street tree replacements and maintenance.	Public Works Department Finance Department	Ongoing	New City developments are required to form Landscape and Lighting districts, which provide a funding source for City maintained trees.
1.12 – The City shall reinstitute Annual Cleanup Day, whereby the City will provide for free bulk waste collection.	Public Works Department City Council	Completed 1997	The City negotiated a new franchise agreement with Waste Management that covers the period of July 1, 2007 through December 31, 2015. The agreement requires Waste Management to host a free annual Bulky Waste, Universal Waste, and Household Hazardous Waste event for the duration of the agreement. As in past years, this year's event, on April 10, 2010 , was held at the Yolo County Fairgrounds in Woodland. The agreement also enables residents to request curbside bulky waste collection from Waste Management for a fee.

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Table C (Rev April 25, 2012)

GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
1.13 – In conjunction with local organizations, the City shall conduct Arbor Day programs.	Public Works Department Tree Commission	Annually	City Urban Forestry Group holds an annual tree planting clinic followed by tree plantings in various locations throughout the City in an effort to support Arbor Day
1.14 – the City shall develop and maintain a street tree planting list and planting guidelines. Specific plans and development improvement plans will be generally consistent with the street tree planting list and guidelines and formally approved jointly by the Community Development Department and Public Works Department.	Public Works Department Community Development Department Parks, Recreation, and Community Services	Ongoing	As part of the Spring Lakes Specific Plan, a comprehensive street tree list and planting guidelines were prepared. And is continually updated by the Urban Forestry Group and CDD. The City's Standard Specifications include tree and shrub planting details. The City has a Master Street Tree Planting List that can be found on the City's web site which includes tree descriptions and planting guidelines.
Commercial Land Use			
1.15 – The City shall prepare commercial development design guidelines to promote walking, bicycling, and transit use and access.	Community Development Department City Council	Completed 2001	The standards were adopted in April 2004.
Downtown			
1.16 – The City shall seek funding sources to enhance and expand tree planting and landscaping in the Downtown Area.	Community Development Department Public Works Department Redevelopment Agency	Ongoing	The Woodland Tree Foundation, on an ongoing basis, helps with identifying funding sources, such as Releaf, to help expand our tree plantings in the downtown area.
1.17 – The City shall develop and implement an overall downtown parking strategy, consistent with the <i>Downtown Specific Plan</i> .	Downtown Parking Committee Public Works Department Traffic Safety Committee	FY 07-08	The City revised its downtown parking standards by approving Ordinance No. 1493 on April 15, 2008 to add Section 25-23-15 to the Woodland Municipal Code. The downtown parking standards now use

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
	Community Development Department Redevelopment Agency		an urban-based model and are intended to encourage and promote investment and the re-use and renovation of historic buildings, enhance the vitality, and encourage mixed use in the downtown. The ordinance reduced parking ratios and the City Council established a parking in-lieu fee on April 1, 2008 through the adoption of Resolution No. 4905.
1.18 – The City shall implement and enforce the provisions of the Downtown Specific Plan.	Community Development Department Public Works Department Redevelopment Agency Woodland Downtown Improvement Association Economic Development	Ongoing	The City continues implementation of policies and standards in the Downtown Specific Plan. Major planning efforts include locating a site with sufficient parking for a multiplex theater.
1.19 – The City shall develop and implement an overall safety program for Downtown.	Woodland Downtown Improvement Assn Police Department Community Development Department City Council Redevelopment Agency Economic Development	FY 03-04	The City continues to provide baseline service.
East Street Corridor			
1.20 – The City shall prepare and maintain a specific plan for the East Street Corridor to implement the goals and policies of the	Community Development Department City Council	Adopted 1998 Ongoing	Update of East Street Corridor plan on hold because of budgetary issues.

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
General Plan and Redevelopment Agency and promote economic development in Woodland.	Redevelopment Agency.		
Landscape			
1.21 – The City shall continue to seek ways to enhance permanent funding sources for the maintenance of street trees and other landscaping.	City Manager City Council Finance Department Parks and Recreation Department Public Works Department	Ongoing	New development areas are required to form Landscape and Lighting districts for ongoing maintenance.
Development of Housing			
2.1 –The City shall continue to cooperate with and advise developers in the use of the P-D Planned Development Overlay Zone to reduce housing costs by utilizing various techniques such as: zero lot lines, cluster development, private streets, higher densities, mixed uses, parking and setback variations and other innovative approaches. The City shall establish guidelines to promote alternative land use development.	Community Development Director City Manager Planning Commission City Council	Ongoing	While residential construction slowed significantly in FY 2010 – 11, the City continues to work with developers on the use of Planned Development Overlay Zones to reduce housing costs.
2.2 – The City shall continue to cooperate with and advise developers in the use of the City’s Bonus Incentive Program as contained in §25-21-25 of the Zoning Ordinance. Bonus incentives are available to developers for including lower income units in their projects. Housing projects with 5 or more units are eligible by reserving 10 percent of	Community Development Director City Manager Planning Commission City Council	Ongoing	The Bonus Incentives Ordinance was amended in 2005 in compliance with SB 1818. The Bonus Incentives program assisted with the financial feasibility of the 156-unit Terracina Spring Lake Family Apartments affordable housing project. The project was constructed in the Spring Lake area in 2007. No bonus incentive

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
the total number of proposed units for very low-income households; a senior citizen housing development, as defined in Sections 51.3 and 51.12 of the Civil Code; or at least 10 percent of the total dwelling units in a condominium project as defined in subdivision (f) of the Civil Code Section 1351 or in a planned development as defined in subdivision (k) of Civil Code Section 1351, for persons and families of moderate income, as defined in Health and Safety Code Section 50093.			projects were constructed in FY 2010 – 11.
2.3 – The City shall continue to cooperate with Yolo County, other cities in the County, developers and builders and with financial institutions to secure tax-exempt mortgage revenue bonds.	Community Development Department City Council Planning Commission	Ongoing	City staff actively work with affordable housing developers interested in multi-family housing bonds.
2.4 – The City shall annually review its eligibility for various federal and state programs that will provide rehabilitation and maintenance assistance for 258 low-income units and special needs groups. The City shall submit applications for programs for which the City is eligible, as appropriate.	Community Development Department	Annually	The City actively pursues applications to augment the affordable housing stock of Woodland.
2.5 – The Planning Commission shall hold a meeting each year to review the Housing Monitoring Report and made a report to the City Council.	Community Development Department Planning Commission City Council	Annually	Housing staff continues to monitor affordable projects funded with HOME grants, the for-sale affordable units constructed in the Spring Lake Specific Plan area, and senior citizen projects that received reduced parking standards.

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
2.6 – The City shall accommodate development of at least an additional 34 units at densities that will facilitate production of housing affordable to moderate-income households by redesignating sufficient vacant land as Medium Density Residential (MDR: 8-16 units/gross acre). If, at any time, the supply of sites zoned for multi-family housing falls below the quantity of land required to accommodate the City’s remaining need for sites to accommodate higher density multi-family housing during the Housing Element planning period, the City shall ensure that future sites designated for higher-density housing are large enough to provide for economies of scale in construction and are located near transit stops or arterial streets by maintaining an inventory of potential sites that meet those criteria. Procedures to increase residential densities in the Spring Lake Specific Plan shall be reviewed for possible city-wide application. The Redevelopment Agency will also consider rezones from commercial districts to mixed-use districts to allow for residential densities. Where feasible and appropriate, the City shall also consider the redesignation of vacant land as High Density Residential (HDR: 16-25 units/gross acre).	Community Development Department Redevelopment Agency Planning Commission City Council	Ongoing monitoring of availability of sites	As of 2011, the City had a sufficient amount of vacant land zoned for multifamily housing to meet its remaining need during the Housing Element planning period.

**GENERAL PLAN AND HOUSING ELEMENT IMPLEMENTATION ANNUAL REVIEW –
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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
2.7 – The City shall seek financial assistance from and cooperation with the City of Woodland Redevelopment Agency to provide financing to assist housing construction of very low-income units, low-income units, and moderate-income units that serve families and special needs groups using its 20 percent housing set-aside funds, HOME, CalHome, and other Federal and State funding sources.	Community Development Department City Manager City Council Redevelopment Agency Board of Directors	Annually	RDA low-moderate income housing funds were not used in FY 2010-11 for affordable housing projects. It should be noted that RDA housing funds will no longer be available as California eliminated redevelopment agencies effective February 1, 2012. The construction of the Rochdale Grange affordable housing project was completed in 2011. The HOME-assisted project includes 43 units affordable to very low and low income households The City was awarded an \$800,000 HOME grant in 2011 to assist lower income first time homebuyers.
2.8 – The City shall allocate CDBG funds for the provision of extremely low-income, very low-income, low-income, and moderate-income housing units. The City shall support the Redevelopment Agency in the identification of sites, the establishment of partnerships, and the pursuit of CDBG funds.	Community Development Department Redevelopment Agency City Manager City Council	Annually	Each April the City Council makes funding decisions as to how the CDBG funds will be allocated. Allocations were made to the City’s Housing Rehabilitation Program in FY 2008 – 09. In 09-10, CDBG funded one First Time Homebuyer loan in the amount of \$19,900 and three housing rehabilitation loans in the amount of \$88,988.
2.9 – The City shall allocate funds for transitional housing and other special-needs housing.	Community Development Department City Council	Ongoing	The City provided CDBG funds for the operations of the New Dimension Supportive Housing, for the purchase of an emergency generator to serve the St. John’s Retirement Village, and for the operations of the Sexual Assault and

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
			Domestic Violence Center's shelter program.
2.10 – The City shall continue to implement §6A-3-30 (Affordable Housing – Incentives) of its Municipal Code that states that the City Council may, after review by the Planning Commission, grant incentives to developers of affordable housing that it deems appropriate, including but not limited to the following: 1) waiver and/or deferral of all or a portion of City development fees; 2) waiver or modification of City development standards; or 3) assistance in obtaining such federal, state, or local financing and/or subsidies.	Community Development Department City Council Planning Commission	Ongoing on a case-by-case basis	The City continues to grant density bonuses, regulatory relief, and/or other financial incentives for project meeting inclusionary housing requirements. In July 2011, the City Council approved up to \$910,000 in funding assistance through its Spring Lake Affordable Housing fund for the Mutual Housing at Spring Lake affordable housing project. The project will result in the construction of 101 rental units for very low and low income households.
2.11 – The City shall continue to facilitate the provision of emergency shelter beds through its participation in the countywide Homeless Coordination Project that provides services to the homeless in Yolo County. The Project includes Homeless Coordination and the Cold Weather Shelter.	Community Development Department	Ongoing	The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance.
2.12 – The City shall review the HUD Section 8 voucher program administered by the Yolo County Housing Authority and encourage the Housing Authority to raise its payment standard to 110 percent of HUD Fair Market Rent (FMR).	Community Development Department	Ongoing	No action was taken in FY 2010 – 11.

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2.13 – The City shall continue to contract for the services of Yolo County’s Homeless Coordinator. Program to be funded through the General Fund and Housing Monitoring Funds.	Homeless Coordinator Redevelopment Agency City Council Library Services	Ongoing	The City has maintained its contract with the Yolo County Homeless Coordinator. The City participates in events hosted by the Homeless Coordinator, such as the annual Yolo County Homeless Summit and semiannual homeless count that is required by HUD for Continuum of Care assistance. CDBG funds were granted for early literacy activities for children at Wayfarer Center
2.14 – The City shall require relocation assistance in compliance with State law to tenants relocated as a result of removal of housing by the City or the RDA.	Community Development Agency Redevelopment Agency	Ongoing as needed	Housing was not removed by the City or the Redevelopment Agency during FY 20010 – 11.
2.15 – The City shall continue to enforce the provisions of its Affordable Housing Ordinance (Chapter 6A of the Municipal Code) that require that 10 percent of all new for-sale units in any residential project consisting of eight or more units shall be affordable to low-income households. For multifamily rental projects with ten or more units, 10 percent of all new units shall be affordable to low-income households, and an additional 20 percent shall be affordable to very low-income households. In the alternative, a developer may elect to make 25 percent of the multifamily rental units affordable to very low-income households.	Community Development Department	Ongoing	Since 2004, the City adopted an amendment to its citywide inclusionary housing ordinance (Chapter 6A. Affordable Housing). This amendment essentially applied the same inclusionary housing requirements being implemented in the Spring Lake area to the remainder of the City. Any new housing project, for-sale or rental, provide affordable units, thereby implementing the “scattered sites” policy citywide. The Spring Lake Specific Plan Scattered Site Program also requires the development of each market rate unit to pay an “offsite” fee of \$1,100 per market rate unit. This fee is to be used to assist an additional 74 units of affordable

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The City shall continue to enforce the provisions of the Southeast Area Specific Plan that require corner lots to provide split-lot duplex housing with an overall goal of providing 10 percent of the for-sale units affordable to moderate-income households. 25 percent of multi-family units shall be affordable to low-income households with 10 percent reserved for very low-income households. To the extent the affordable housing requirements in the Southeast Area Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern. The City shall enforce the provisions of the Spring Lake Specific Plan that require that 10 percent of the units in a for-sale residential project shall be affordable to low-income households. For multifamily rental projects, 20 percent of the units shall be affordable to very low-income households, and 10 percent of the units shall be affordable to low-income households. In the alternative, a developer may make 25 percent of the units affordable to very low-income households. To the extent the affordable housing requirements in the Spring Lake Specific Plan differ from the requirements of Chapter 6A, the provisions of the specific plan shall govern.			housing anywhere in the City, including Spring Lake as long as the parcels meet the affordability requirements under the Spring Lake Specific Plan and the Spring Lake Affordable Housing Plan. The City is working with Standard Pacific and Pulte Homes, two market rate builders that are currently building subdivisions in Woodland. Combined their inclusionary housing requirements will result in 20 low income and 4 moderate income units being available. To date, the City has provided first time homebuyer assistance to three low income households in the Standard Pacific and Pulte projects.

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2.16 – The City shall amend Chapter 25 of the Municipal Code to permit transitional and supportive housing as a residential use and only subject to those requirements that apply to other residential uses of the same type in the same zone as required by Senate Bill 2, which took effect in 2008.	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	No action was taken during FY 2010-11; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. The City plans to prepare a comprehensive update of the Zoning Ordinance (Municipal Code Chapter 25) that will address this and other subjects. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2.17 – The City shall amend the East Street Specific Plan to allow emergency shelters as a permitted use in the Mixed Use Residential/Commercial (Area C) and the General Commercial (Area E) Areas of the East Street Corridor Specific Plan (ESCSP). Emergency shelters will be subject to the same development and management standards as other permitted uses in the Areas C and E of the ESCSP. Sufficient land is available for at least 1 emergency shelter and objective standards to regulate emergency shelters shall be developed as provided for under SB 2.	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	No action was taken during FY 2010-11; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. The City plans to prepare a comprehensive update of the Zoning Ordinance (Municipal Code Chapter 25) that will address this and other subjects. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2.18 – The City shall contact non-profit and agricultural stakeholders to identify suitable and available sites for the development of migrant and seasonal farm worker housing in the Multiple-Family Residential Zone (R-M),	Redevelopment Agency	Annually	The City Council approved funding of up to \$910,000 for the Mutual Housing at Spring Lake affordable rental project on July 20, 2010. The project also received funding through the Serna

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the Duplex Residential Zone (R-2), and the Agricultural Zone (A-1). In addition, the City shall amend zoning consistent with Health and Safety Code Sections 17021.5 and 17021.6 to further facilitate housing for farm workers . Other programs to facilitate the development of affordable housing may include fee waivers and reduced development standards. Financial and technical assistance will be sought from HCD's Office of Migrant Services, the Joe Serna Jr. Farm worker Housing Grant Program, the Californian Tax Credit Allocation Committee's Farm worker Housing Assistance Program, and the USDA Rural Development Program.			Farmworker Housing Grant Program and will include units reserved for households employed as agricultural workers.
2.19 – The City shall consider options to allow Residential Care Homes with more than six mentally disordered or otherwise handicapped persons or dependent and neglected children as a permitted use in the Multiple-Family Residential Zone (R-M).	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	Consideration of this issue is expected to occur during a comprehensive update of the City's Zoning Ordinance. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
2-20 – The City shall amend Chapter 25 of the Municipal Code to allow single-room occupancy (SRO) in the A2, A3, and E2 Districts of Downtown Specific Plan (DSP). Development standards will be established that will allow and encourage the construction of new SROs.	Community Development Director Planning Commission City Council	Within one-year of Housing Element certification	No action was taken during FY 2010-11; the Housing Element was certified by the Department of Housing and Community Development on June 3, 2009. The City plans to prepare a comprehensive update of the Zoning Ordinance (Municipal Code Chapter 25) that will address this and other subjects. Budget reductions in funding and staff have reduced the City's ability

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			to address long range planning issues.
2.21 – The City shall provide flexibility on the identification of sites for accommodating its Regional Housing Needs Plan (RHNP) Allocation. A rezone request of a site counted towards meeting the City’s RHNP Allocation shall include findings that justify the rezone and identify an adequate replacement site(s) that will provide the minimum number of units by income level for accommodating the City’s RHNP Allocation and is developable during the term of the Housing Element planning period.	Community Development Director Planning Commission City Council	Ongoing as needed	No action was taken during FY 2010 -11.
Maintenance of Housing			
2.22 – The City shall continue rehabilitation and replacement (where required) of substandard residential units using the CDBG program and other available government programs, continue to provide information to all residents regarding available home rehabilitation programs, and increase public awareness of self-help and rehabilitation programs through outreach programs.	Redevelopment Agency	Ongoing	The City provided CDBG funds for two housing rehabilitation projects in FY 2008 – 09.
2.23 – The City shall continue to include funds in its operating budget for building code and blight enforcement programs.	Community Development Department City Council	Ongoing	The City employs a half-time code compliance officer. Code enforcement actions have been reduced as a result of staff budget reductions.
2.24 – The City shall review its eligibility for Federal and State home repair, renovation, and replacement programs annually and	Community Development Department	Ongoing	As noted in Implementation Program 2.22, the City has used CDBG funds for housing rehabilitation projects in FY 2008 – 09.

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apply for programs, as appropriate.			
2.25 – The City shall continue to periodically update the status of housing conditions to determine the need for housing rehabilitation and the removal of unsafe units.	Community Development Department Code Enforcement Building Inspection	Ongoing	The City employs a half-time code compliance officer. A housing conditions study was prepared as part of the 2008 Housing Element Update.
2.26 – The City will commit assistance to the renovation and rehabilitation of existing mobile home parks in the East Street Corridor through a rezone to eliminate their non-conforming status, for the purposes of preservation and maintenance of affordable housing for very low-, low-, and moderate-income households.	Community Development Department	Ongoing	The City worked closely with the Community Housing Opportunities Corporation (CHOC) to close the final financing for the Casa Del Sol Mobile Home Park project on East Street. The final funding for the project, a HOME loan, was approved for CHOC in 2011 and 30 new coaches (residential units) were installed during the same year. To date, the new coaches have been rented to lower income houses with the exception of manager’s unit and two coaches that remain vacant.
2.27 – The City will contact property owners of units at-risk of converting to market rate housing within one year of affordability expiration to discuss the City’s desire to preserve complexes as affordable housing. Participation from agencies interested in purchasing and/or managing units at-risk will be sought. Funding assistance, which can be leveraged with outside by the non-profit or for-profit developer to either transfer ownership, or provide rent subsidies to maintain affordability, shall utilize all	Community Development Department Redevelopment Agency	Ongoing	The City continues to monitor affordable housing projects at-risk of converting to market rate housing and offer assistance to maintain the projects as affordable. The City continues to review HUD’s information on potential opt-outs and attempt to preserve them. In August 2010, the City Council approved a HOME application for an expiring Section 8 project. While the application was not successful, the City continues to work with Yolo County Housing on the

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available federal, state, and local financing sources. Property owners are required to give a nine-month notice of their intent to opt out of low-income use restrictions. The City will work with tenants to provide education regarding tenant rights and conversion procedures pursuant to California law.			project and is working with a second developer on a another project that is at-risk of converting to market.
2.28 – The City shall continue to strive for greater energy conservation in residential development. Through the Redevelopment Agency, CDBG monies are available for energy efficiency work through their housing rehabilitation programs for lower-income households. Additionally, the City will continue to provide information to all residents regarding available home rehabilitation programs, and increase public awareness of self-help and rehabilitation programs through outreach programs.	Redevelopment Agency	Ongoing	The Rochdale Grange project was completed in 2011 and includes solar panels on the Community Center to help supply energy to the complex. Also through the City’s CDBG housing rehab program, energy efficiency upgrades are encouraged. These include installing dual paned windows, new insulation and other items that can positively effect energy consumption. The new homes being built by Standard Pacific in Spring Lake are required to have a minimum of 5% of their homes have solar. The Pulte development of 79 homes which is under construction intends to offer solar on 100% of their homes.
2.29 – The City shall continue to distribute Fair Housing brochures and booklets indicating what the Fair Housing laws are and where advice, assistance and enforcement activities can be obtained. The City will provide this information to any	Fair Housing Specialist	Ongoing	Information such as Fair Housing brochures are published in English and Spanish and are on display at the Fair Housing kiosk located at the City’s Community Development Department office.

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person who feels they have been discriminated against in acquiring housing within the City and to any housing provider who requests such information. Information will be made available at the City's website and at the City's Homebuyer Education Seminars.			
2.30 – The City shall affirmatively further fair housing by contracting with the Fair Housing Hotline Project provided through Legal Services of Northern California.	Community Development Department City Council	Ongoing	Legal Services of Northern California is contracted by the City to provide the Fair Housing Hotline Project. Quarterly updates are reported by Legal Services of Northern California.
Equal Opportunity in Housing			
2.31 – The City shall facilitate an Annual Fair Housing Open House for rental property owners and various social service organizations and agencies to discuss mechanisms to evaluate tenant applications according to fair housing law.	Community Development Department	Ongoing	Legal Services of Northern California, the Yolo County Housing Authority, and the City jointly held a Fair Housing Workshop in April 30, 2010. Speakers from Legal Services and California Department of Fair Employment and Housing provided an overview of State fair housing laws, disability discrimination, reasonable accommodations and modifications, and legal rights for victims of domestic violence and stalking in voucher housing to housing tenants, landlords, and other interested individuals and organizations.
2.32 – The Community Development Department shall refer fair housing complaints to the Fair Housing Hotline Project provided through Legal Services of	Community Development Department	Ongoing	Fair housing issues are referred to the Fair Housing Hotline Project for housing.

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Northern California and State Department of Fair Employment and Housing for resolution.			
2.33 – The City shall initiate a change to the General Plan and Zoning Ordinance to allow for additional mobile home units to be located in a mobile home park.	Community Development Department Planning Commission City Council	Ongoing	No action was taken in FY 2010-11.
2.34 – The City shall affirmatively further fair housing by contracting with the Fair Housing Hotline Project provided through Legal Services of Northern California.	Community Development Director City Council	Ongoing	Legal Services of Northern California is contracted by the City to provide the Fair Housing Hotline Project. Quarterly updates are reported by Legal Services of Northern California.
2.35 – The City shall review and amend its Municipal Code as necessary to provide individuals with disabilities reasonable accommodation in rules, policies, practices and procedures that may be necessary to ensure equal access to housing. The purpose of this is to provide a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the various land use, zoning, or building laws, rules, policies, practices and/or procedures of the City.	Community Development Department City Council	Ongoing	Reasonable Accommodation for Persons with Disabilities was added to the Municipal Code in 2004 (§25.21.85).
2.36 – The City shall develop measures to encourage developers to use barrier-free design in new housing developments. Such measures could include density bonuses, fee reductions or other incentives. The City shall develop and make available information showing recommended barrier-free design	Community Development Department City Council	FY 2009	No action was taken during FY 2008-09. Barrier-free design is governed by accessibility law and incorporated with all designs. All apartments are required to comply with Chapter 11B of the California Building Code . Construction of the Rochdale Grange affordable

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features for residential projects.			housing project was completed in 2011 and a number of the first floor units include accessible features. The City Council approved up to \$910,000 in funding for the Mutual Housing at Spring Lake affordable housing project on July 20, 2010. A number of the first floor units planned for the project will include accessible features.
2.37 – The City shall increase its educational outreach efforts by assuring that all flyers are available in both English and Spanish regarding fair housing issues as related to migrant and seasonal farm workers . Financial and technical assistance may be sought from California Rural Legal Assistance, the Farm Worker Justice Fund, the USDA Rural Development Program, and HCD’s Office of Migrant Services.	Community Development Department	Ongoing	Fair Housing brochures are published in English and Spanish and are on display at the Fair Housing kiosk located at the City’s Community Development Department office. In addition, the Fair Housing Hotline Project can accommodate Spanish speakers.
2.38 – The City shall enforce Title 24 provisions of the California Administrative Code for residential energy conservation measures.	Community Development Department	Ongoing	The City adopted the 2010 California Building Standards Code and the 2010 California Green Building Code. Fees for Solar projects have been reduced and plan review times have been streamlined.
Energy Conservation			
2.39 – The City shall encourage the continued affordability of both rental and ownership housing by encouraging energy conservation in all existing development.	Community Development Director Building Division	Ongoing	No action was taken during FY 2010-11.

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The City will make available an informational fact sheet for distribution that will describe the measures than can be instituted in homes for little cost and will save energy and utility expenses.			
2.40 – The City shall apply its energy conservation policies in the Spring Lake Specific Plan citywide. These policies include but are not limited to the use of energy efficient air conditioners, light-colored roofing materials, photovoltaic energy systems, and Energy Star appliances.	Community Development Director Public Works Director Building Division	FY 2009	No action was taken in FY 2010 – 11; however, it should be noted that the California Building Standards Commission approved a “green” building code in July 2008. The code imposes new, increased requirements in the areas of energy efficiency, water conservation, indoor air quality, and moisture control. The code will be phased in between 2009 and 2011 for cities and counties. The requirements of the code are similar to if not more stringent than the energy efficiency provisions of the Spring Lake Specific Plan.
Street and Roadway System			
3.1 – The City shall update and maintain the <i>Street Master Plan</i> consistent with the updated General Plan.	Community Development Department City Council Traffic Safety Commission	Completed 1998 Ongoing Maintenance	
3.2 – The City shall complete a study of alternatives for completing the SR 113 to I-5 connection, consistent with the updated General Plan.	Community Development Department City Council	Completed 1998	Primary funds for this project will be State and Federal. Caltrans is responsible for the design which has been completed. Caltrans is in process for right-of-way acquisition. The current project would result in a Northbound I-5/Southbound SR

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			113 freeway to freeway connector.
3.3 – The City shall update the roads portion of the <i>Major Projects Financing Plan</i> .	Community Development Department, Finance Department, Traffic Safety Commission, City Council	Completed 2002	An update to the MPFP was completed in December 2008.
3.4 – The City shall update its road development impact fees consistent with the updated <i>Major Project Financing Plan</i> .	Community Development Department, Finance Department, Traffic Safety Commission, City Council	Completed 2001	An update to the MPFP was completed in December 2008.
Residential Streets			
3.5 – As part of the <i>Street Master Plan</i> update process, the City shall conduct a review of local street widths in connection with planning for major new residential areas to identify the circumstances under which the street width within the existing right-of-way may be reduced to promote a more aesthetic and pedestrian friendly residential environment.	Traffic Safety Commission Community Development Department	Completed 1998	Design work on residential street widths were completed as part of the Spring Lake Specific Plan.
3.6 – The City shall investigate methods of providing for street and sidewalk maintenance in existing neighborhoods.	Public Works Department, Community Development Department, Finance	Completed 2000	As part of the sales tax initiative, H1 funds were allocated for street maintenance and repair. Measure E will continue that funding with approximately 45% of the

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	Department, Traffic Safety Commission, City Council		revenue allocated towards roads. CDBG funds are utilized for sidewalk repair and ADA curb ramps throughout the City. Also, a new sidewalk maintenance policy has been drafted that will identify maintenance and financial responsibilities related to sidewalk repairs. This policy is waiting for Infrastructure Committee approval, as well as Council approval.
3.7 – A part of the <i>Street Master Plan</i> update process, the City shall conduct a review of street design standards and determine the appropriateness of incorporating traffic calming methods into these standards.	Public Works Department Community Development Department	Completed 1999	A Traffic Calming program for residential neighborhoods has been adopted.
Automobile Parking			
3.8 – The City shall work with private property owners and business owners to develop a public-private mechanism for financing the development and maintenance of public parking facilities.	Redevelopment Agency Community Development Department Public Works Department	FY 02-03	The City Council adopted revised downtown parking standards that reduced parking ratios and established a parking in-lieu fee of \$5,000 per space in April 2008.
Non-Motorized Transportation			
3.9 – The City shall revise the <i>Zoning Ordinance</i> to incorporate bicycle parking standards into its parking requirements.	Community Development Department Planning Commission Traffic Safety Commission	FY 02-03	This element will be included as part of a zoning ordinance update. The City has an adopted bikeway Master Plan. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
General Public Facilities and Services			
4.1- The City shall maintain and periodically update the <i>Water Master Plan, Wastewater</i>	Public Works Department	As required; Ongoing	Dated updated WMP: 1999. In 2012City is compiling

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<i>Master Plan and Storm Drainage Master Plan, based on the updated General Plan.</i>	Planning Commission City Council		foundational information for the next WMP. WWMP: 2000 SDMP: 2006
4.2 – The City shall annually review the Major Projects Financing Plan and shall update it every five years.	Finance Department, in conjunction with all departments	Annually; major update every five years.	MPFP update scheduled for Fall 2008; last update occurred in May 2006.
Public Facilities and Services Funding			
4.3 – The City shall maintain and periodically update the <i>Major Projects Financing Plan</i> and update water, sewer, and drainage master plans.	Public Works Department Finance Department City Council	Ongoing	See status for Implementation Programs 4.1 and 4.2.
4.4 – The City will maintain development fee schedules consistent with its updated <i>Master Projects Financing Plan</i> .	Finance Department City Council	Ongoing	The <i>Master Projects Financing Plan</i> was last updated in January 2008. Water development fees, including fees for surface water project were updated in 2011.
Water Supply and Delivery			
4.5 – The City shall conduct a study of future water supply alternatives to determine the most appropriate long-term water supply to serve Woodland. This study will include the following components, as deemed appropriate to implement Policy 4.C.1. a. Examination of the costs and feasibility of various surface water supplies (e.g. obtaining water rights, transfers, or exchanges) for domestic and/or agricultural use within the Woodland area.	Community Development Department And Public Works Department		Completed in 2009. The City completed its studies of water supply alternatives and adopted and certified an EIR in 2007 that identifies the environmentally superior solution. The solution focuses on conjunctive use through the use of some groundwater with an approved 1994 water right , the purchase of a water right from Conaway Preservation Group , of higher quality surface water from the Sacramento River. As a result, in 2009, the City entered into a Joint Powers

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b. Consideration of water management programs such as conjunctive use and recharge.			Authority named the Woodland-Davis Clean Water Agency; with the City of Davis as a partner and UC Davis as a participating agency. The new JPA will finalize planning, and design, construct, own and operate the new water supply.
4.6 – The City shall update the <i>Urban Water Management Plan</i> to include water conservation and management measures, as required by state law. The City shall endeavor to implement projects that have a benefit to cost ratio greater than 1:1. The City shall strive to measure the results of water conservation and management measures that are implemented.	City Council Public Works and Community Development Department	On-going on a 5 year cycle.	T The Urban Water Management Plan has been updated per State required time intervals, including the last update in 2011. The City employed a full-time water conservation coordinator and has implemented water conservation measures as allowed by limited funding, including appliance and toilet replacement rebates, distribution of low-flow showerheads, and leak detection assistance. Conservation savings are tracked and reported monthly to City Council and the public.
4.7 – The City shall complete a source water assessment that is consistent with State regulations.	Public Works Department	FY 02-03 with updates when conditions change	Done in FY 02-03
Wastewater Collection, Treatment, Disposal, and Reuse			
4.8 – In connection with the <i>Wastewater Treatment and Disposal Master Plan</i> update, the City will investigate potential nuisance associated with odor at the plant, and will identify and implement buffer zone requirements or operational changes at the plant to address these issues including	Public Works Department	Master Plan to be completed in Summer 2012	– Enhanced treatment has been provided with the expansion and upgrades to a tertiary system. The City has changed its disinfection process to a UV system rather than chlorination. Odor mitigation measures have been included in the Gateway 2

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alternative disinfection procedures.			Environmental Impact Report. Also, the north nine ponds have been taken out of service in preparation for conversion to storm water treatment ponds. It has also been found that the tomato processing plant located next to the treatment plan may be contributing to the odors.
4.9 – The City will undertake a study of the feasibility of the use of reclaimed water through the Wastewater Treatment and Disposal Program.	Public Works Department	Summer 2012	The study will be part of the T future update of the Wastewater Master Plan. The City adopted a Storm Water Ordinance in 2003. Due to the high level of salts and boron, the reclaimed water option will not be a viable option, until the new surface water treatment plant is brought online est. 2016.
Storm Water Drainage			
4.10 – The City shall implement NPDES Phase II storm water regulations.	Public Works Department Community Development Department Planning Commission City Council	FY 01-02	The City continues to implement the requirements of its Storm Water Management Program to ensure compliance with the NPDES Phase II Municipal Storm Water Permit issued by the State Water Resources Control Board. Year 7 of the program implementation (2009/10) was implemented successfully without any notices of violation of water quality standards.
4.11 – The City shall identify illicit and unapproved discharges and implement corrective measures to comply with state and	Public Works Department Community	Ongoing	The City continues to identify illicit and illegal discharges to the storm water conveyance system as outlined in the

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federal regulations.	Development Department		City's Storm Water Management Plan. Identification of illicit discharges is done by visual inspections of the storm water conveyance system. A process to trace illicit discharges has also been established and is adhered to when such discharges are detected.
4.12 – The City shall prepare and adopt a comprehensive storm water ordinance to implement the updated <i>Storm Drainage Master Plan</i> to address the quality and quantity of storm water runoff.	Public Works Department Planning Commission City Council	FY 02-03 to 03-04	The Storm Water Master Plan was completed in 2006. The City adopted a Storm Water Ordinance in 2003.
Solid Waste Collection and Disposal			
4.13 – The City shall periodically review and update the Source Reduction and Recycling Element and evaluate progress in achieving stated source reduction goals.	Public Works Department	Ongoing	The City evaluates progress toward meeting reduction goals by compiling annual totals of solid waste disposal and diversion documented through its Construction and Demolition Debris Recycling Program and by Waste Management and regional landfills. These data are submitted in an annual diversion report to the State pursuant to AB 939 and is reviewed with staff of the California Department of Resources Recycling and Recovery.
Law Enforcement			
4.14 – The City shall update the plan for police services based on future development trends. The City shall incorporate necessary service equipment and facilities into the	Police Department Finance Department	Ongoing	Developed funding for radio upgrades as part of the YECA (Yolo Emergency Communications Agency) strategic plan. An additional project for a new

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Major Projects Financing Plan.			CAD/Mobile upgrade is beginning..
4.15 – The City shall continue to offer youth service programs.	Police Department	Ongoing	Youth service programs consist of School Resource Officer Program. The City is working to identify resources that can be redirected to develop a Youth Violence Intervention Program.
Fire Protection			
4.15a – The City shall continue to implement the recommendations in the <i>City of Woodland Fire Department Organizational Assessment and Master Plan</i> adopted by the City Council on January 16, 2001. The City shall incorporate necessary service equipment and facilities into the <i>Major Projects Financing Plan</i> .	Fire Department Finance Department	FY 12-13	The Fire Department has begun updating the Fire MP (adopted 2001) to be incorporated with the General Plan update. Key areas of consideration will include means to lower our response times closer to the 4-minute standard adopted in 4.I.3. Development and implementation of the Fire Training Center at Fire Station #3, and the upgrade/replacement of various components in the Fire Department’s fleet and facilities will also be considered.
Information Technology			
4.16 – The City shall designate, within a City department or agency, technology coordination function with responsibility for oversight over communitywide information technology infrastructure development. This department or agency should have sufficient authority to conduct standards planning and enforcement.	City Council City Manager Library Board Admin Services Dept Technology Services	Ongoing	A Technology Services has been established under the Admin Services Department. Online payments for City services has been made available to citizens through the replacement of its financial systems. Online payments for Permits and Licensing will be made available September 2012

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			Technology Services has implemented a virtualization technology for server and workstations. 90% of servers have been virtualized and 20% of workstations have been virtualized. Technology Services has implemented technologies that enable city staff to view and query GIS layers for decision making and the ability to display data in maps.
4.17 – The City shall study the use of City right-of-way to foster development of a “public utility” telecommunications infrastructure to provide high-speed networking throughout the community, and to make the community attractive to information based businesses.	Public Works Department Administrative Services – Information Services Community Development Department City Manager	Completed 2002	The establishment of a Technology Steering Committee to coordinate efforts in this area has not occurred.
4.18 – The City shall continue to develop and expand the telecommunications program at the Library.	Library Services Department Library Board City Council	Ongoing	The Library’s public access network has been expanded to include access to a vast number of databases and information sites. Its online library catalog allows users to search for materials at the Library as well as the public libraries for Sacramento, Folsom, Colusa, and Sutter. Eighteen free public access computers are available, and free wireless internet access is available throughout the Library and the Leake Community Room.

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Parks and Recreation Development Framework			
5.1 – The City shall prepare and maintain a Park and Recreation Master Plan to identify locations of major parks and recreational facilities, specific criteria and standards for the development of sports and recreation facilities, funding sources for the development and maintenance of parks, recreation centers, and open space resources. This shall include provision for the development of new parks in connection with new development and the development of parks to address existing deficiencies.	City Council Parks, Recreation and Community Services Commission Parks, Recreation and Community Service Department	Completed 1998; update every five years.	Parks and Recreation Master Plan adopted in September 2004. Budget reductions in funding and staff have reduced the City's ability to address long range planning issues.
5.2 – The City shall adopt the Quimby Act Ordinance which will require developers to dedicate a minimum of five acres of acceptable parkland per 1,000 residents.	Parks, Recreation and Community Services Department Parks, Recreation and Community Services Commission City Council	FY 02-03	The City's Parks & Recreation Master Plan has a stated goal of 6 acres per 1000 residents by 2020. The Master Plan indicated that an additional 277.62 acres are required to meet this goal.
Diversity in Recreation			
5.3 – The City shall conduct regular surveys to determine specific recreation needs of all age groups, the physically and mentally challenged, and special interest groups.	Parks, Recreation and Community Services Department Parks, Recreation and Community Services Commission	Ongoing	A survey was completed as part of the Parks, Recreation and Community Services Master Plan five year update.
Community Senior Centers			

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5.4 – The City shall develop a multipurpose community/senior center.	Parks, Recreation and Community Services Department City Council	FY 01-02 to 06-07	Work started this year on the Community Center Phase 2 Project which includes the construction of an 8,000 square foot building for dance, aerobics, and fitness activities. Phase II completed 2009. (The existing 52,500 square foot Community and Senior Center opened in March 2007.)
Child Care Supply and Quality			
5.5 – The City shall review and revise as necessary Zoning Ordinance provisions affecting child care facilities to ensure that they do not pose unnecessary hindrances to the development of child care facilities and to allow on-site child care at commercial and industrial locations when the location is safe for children.	Community Development Department Parks, Recreation, and Community Services Commission	FY 96-97	While a zoning ordinance update has not occurred, to date there are no identified hindrances to provision of child care services in commercial and industrial locations.
Arts and Culture			
5.6 – The City shall develop and adopt an “Art in Public Places” ordinance.	Parks, Recreation and Community Services Department City Council Yolo County Arts Council	FY 03-04	The Community Design Standards require public art in commercial and industrial developments. New art projects have been installed at the Chase Bank on Main Street and at the Target warehouse expansion on Beamer St. Inland Terminal has had an art concept approved by the Planning Commission that will be completed in the summer months.
Community Involvement and Participation			

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5.7 – The City shall hold periodic “youth sessions” where issues related to youth are discussed, including participation by the youth in the development of the agendas for these sessions.	City Council	Ongoing	The item was discussed, but specific actions, such as appointment of a “student council” member has not occurred.
Community Diversity			
5.8 – The City shall review all policies to ensure compliance with the open door policy.	Personnel Board Assistant City Manager City Council	Ongoing	Ongoing.
Family and Youth			
5.9 – The City shall continue to hold annual joint City Council Woodland Joint Unified School Board roundtable meetings to allow presentation and discussion of educational issues and concerns.	City Council School Board	Annually	The City Council holds regular 3x2 meetings with the school board.
5.10 – The City shall allocate human and/or financial resources from time to time to provide encouragement and support for learning activities offered to the youth of the whole community by local libraries, museums, youth groups, educational facilities, recreational facilities, and learning centers.	Library Services Department Library Board City Council	Ongoing as needed.	In FY 09-10: Almost 30% of registered card holders (8,793 of 30,161) were 14 years or younger. 1,109 participants attended one or more of the 78 sessions of story time/book club for children. In addition, 1,399 participants attended one or more of the special programming activities (music, puppetry, magicians, holiday parties, etc...), and 540 attended off-site programs conducted by library staff. 552 children visited the library for tours. 95 young adults attended one or more of the 8 regularly scheduled activities (teen summer reading volunteers). In addition, 71 teens attended special programming

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			activities. Expenditures for library materials for children and teens during FY09-10 were \$48,192.
Historic Preservation General			
6.1 – The City shall update the Historic Preservation Ordinance to conform to state and federal guidelines for establishing a preservation ordinance.	Historic Preservation Commission Community Development Department City Council	FY 02-03	Historical Preservation Commission worked on an update to the Ordinance 12A and intends to complete the work in this fiscal year. .
6.2 – The City shall apply for Certified Local Government status so as to enter into agreement with the State Historic Preservation Office (SHPO) in order to have local authority to designate local historic districts, structures, and sites and become more competitive for SHPO grants.	Historic Preservation Commission City Council	FY 03-04	CDD staff met with staff from the State Office of Historic Preservation in July 2008 to discuss Certified Local Government status.
6.3 – The City shall complete the Historic Resources Inventory for all historically and architecturally significant buildings within the redevelopment area.	Historic Preservation Commission Redevelopment Agency	Completed January 1998	A historic resources inventory has been completed for downtown, but a more comprehensive survey of residential neighborhoods is required. Grant funding assistance may be needed to complete an update of the historic resources inventory. The RDA paid for a cultural resources analysis of the historic building at 801 Main Street. It also hired an architect to evaluate a rehabilitation plan for the State Theater.

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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
Economic Incentives for Historic Preservation			
6.4 – The City shall establish a Downtown Historic Preservation District and nominate the District for listing on the National Register of Historic Places. The Secretary of the Interior’s <i>Standards for Historic Rehabilitation</i> will serve as the governing design guidelines for preservation projects within the District. The City shall encourage property owners to rehabilitate historic buildings within the District and capture the special tax incentives through Federal Preservation Tax Credit program.	Community Development Department Historic Preservation Commission City Council	Completed 1999	Ongoing, the Historic district is included within the Downtown Specific Plan.
6.5 – The City shall pursue development of a revolving loan fund to assist private commercial property owners with the seismic upgrade of unreinforced masonry (URM) buildings.	Community Development Department Historic Preservation Commission Redevelopment Agency	Ongoing	Assistance for URM masonry assistance is considered on a case by case basis. New second floor rehabilitation financing program now in place. City Council allocated \$600,000 for the program on July 31, 2007.
6.6 – The Redevelopment Agency shall develop funding sources to assist in the provision of technical assistance for the rehabilitation of historic properties in the Redevelopment District.	Community Development Department Redevelopment Agency		Through its Façade Improvement Rebate Program, the Redevelopment Agency approved a façade project for the Porter Building in 09-10. RDA provided nearly \$140,000 in funds for Poerter that were matched by the property owner. RDA provided \$30,000 for the Capital Hotel façade that were matched by more than \$2,000,000 in private funds (for façade and interior improvements). The Capital Hotel

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			project was completed in 08-09. Façade work was in progress at Western Family Clothing, but the project was not completed and funds provided until early 10-11.
6.7 – The City shall establish and maintain a roster of local architects and design professionals who have an interest in historic preservation and would be willing to provide technical assistance to the community as a public service.	Historic Preservation Commission Community Development Department	Ongoing	This is an ongoing process.
Historic Residential Neighborhoods			
6.8 – The City shall review the Zoning Ordinance text and map to consider the relationship of zoning districts to the boundaries of historic neighborhoods. As necessary, the City will revise R-1 and NP zone boundaries for protection of historic neighborhoods. If warranted, the City will downzone in certain residential and transitional areas to protect historic resources.	Community Development Department Historic Preservation Commission Planning Commission City Council	FY 02-03	Development of the Historic Design Guidelines has not occurred. Consideration of appropriate zoning will be included in an update of the zoning ordinance.
Coordination of Historic Preservation Efforts			
6.9 – The City shall designate a Historic Preservation Officer within the Community Development Department who shall coordinate the review of city preservation projects, as necessary, at the local, state, and federal level, and act as staff to the Historic Preservation Commission.	Community Development Department Historic Preservation Commission City Council	Ongoing	CDD staff functions as Secretary to the Historic Preservation Commission. Review of demolition permits and alteration permits in the National Register Downtown District are evaluated by the Commission.

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6.10 – The Historic Preservation Commission shall meet at least once annually with the City Council at a study session to discuss historic preservation progress and goals.	Historic Preservation Commission City Council	Annually	HPC provides an annual report to the City Council.
Historic Education and Awareness			
6.11 – The City shall expand and update the <i>Walking Tour</i> booklet of historic neighborhoods for publication as a community educational resource.	Historic Preservation Commission Community Development Department	Completed; Update FY 02-03	The “Explore Historic Woodland” walking tour book was updated in FY07 and was awarded the 2008 Governor’s Award for demonstrating outstanding commitment to excellence in the field of historic preservation.
6.12 – The City shall establish and maintain an archive of historical and architectural works and documents relevant to preservation in Woodland.	Historic Preservation Commission Community Development Department	Partially completed; Ongoing.	The City does not have a facility that satisfies the criteria for storing historical and architectural works. As a result, City staff is working with the Yolo County Archives.
6.13 – The City shall continue to update the “Historic Preservation Scrapbook” at the Woodland Public Library.	Historic Preservation Commission	Ongoing	Ongoing.
6.14 – The City shall actively participate with other local volunteers in the annual Woodland “Stroll Through History”.	Historic Preservation Commission	Annually	Each year the City and HPC sponsor a booth at the Stroll Through History to promote the sale of the “Explore Historic Woodland” walking tour book and encourage citizens to actively participate in the local preservation of homes. A second education and promotional activity sponsored by the City and the Commission is the annual Heritage Home Awards. Five homes are selected

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			for recognition and provided a plaque at an award ceremony. The event is highly publicized and is considered an honor by owners of historic residential structures.
6.15 – The City shall prepare an annual newsletter regarding historic preservation efforts and activities and benefits to be sent to owners of historically-designated properties and others with an interest in historic preservation.	Historic Preservation Commission	Annually	The City now publishes an electronic newsletter and provides information on historic preservation efforts and activities in the newsletter.
Water Resources			
7.1 – The City shall monitor any activities that may degrade the aquifers of Cache Creek as it affects City water supplies. City will persue Sacramento River water supplies to diversify and improve the water quality of our water supply	Public Works Department	Ongoing	Ongoing. Public Works Staff is continuing to work with Yolo County Flood Control & Water Conservation District on Cache Creek water quality and aquifer management. Winter and summer water rights were secured in 2011. Surface water project is scheduled to be on line in 2016.
Fish and Wildlife Habitat			
7.2 – In conjunction with Yolo County and other cities in the county, the City shall adopt the countywide Habitat Conservation Plan/Natural Communities Conservation Plan to mitigate the impacts of projected growth on plant and wildlife habitats in the Woodland area.	Community Development Department Planning Commission City Council	FY 02-03	The countywide HCP/NCCP is in development. The City continues to participate in the Joint Powers Agency formed for completion of the HCP/NCCP and acquisition of Swainson’s hawk habitat conservation easements. On going.
Flood Hazard and Protection			
8.1 – The City shall revise the Floodplain Ordinance.	Community Development Department	FY 02-03	Flood modeling is being conducted and the data will be used for the update of the

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	City Council		Floodplain Ordinance. New information has been developed on floodplain depth and velocity relationships that may be used in development of the new ordinance. New FEMA floodplain maps were issued in 2011 that has removed large section of the City to be out of the floodplain.
Fire Hazards			
8.2 – The City shall revise and update its Fire Prevention Code every three years.	Fire Department	FY 12-13	City Council adopted Fire Code updates most recently with the adoption of the 2012 Fire Code in January 2013.
Hazardous Materials			
8.3 – The City of Woodland Fire Department shall perform quarterly exercises with the County of Yolo Hazardous Materials Team to maintain proficiency in hazardous materials response.	Fire Department	Annually	The City has a Hazardous Materials Coordinator and coordinates the WFD involvement in one countywide training exercise annually as well as monthly training in-house. The department continues to develop its hazardous materials response program and integrate it with West Sacramento, Davis, UC Davis, and Yolo County.
Emergency Response			
8.4 – The City shall <i>conduct Emergency Response Plan</i> training exercises at the management and operational levels on an annual basis to ensure that an adequate plan and program can be activated in the event of an emergency. These training exercises shall be designed to coincide with the beginning of the risk period for known community	All City Departments	Annually	New exercise date needs to be scheduled. Staff currently certified in ICS-100 (Introduction to the Incident Command System) and ICS-700 (National Incident Management System) and certain personnel trained in ICS-200 (ICS for Single Resources and Initial Action Incidents) and ICS-300 (Intermediate ICS

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hazards.			for Expanding Incidents). A limited number of staff trained in ICS-400 (Advanced ICS Command and General Staff – Complex Incidents) and ICS-800 (National Response Plan). A revision of the Emergency Response Plan was completed November 2010 and exercises for EOC Staff are in development for FY12/13.
Economic Development and Business Retention/Expansion			
9.1 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Retention and Expansion program.	Economic Development Division	Ongoing	Development of Economic Development web pages and related links. Staff is fielding leads for expanding businesses and responding to business retention also. City staff have developed a business retention and expansion program, whereby staff meeting with businesses throughout the community as an exercise in getting to know business, address issues and concerns and assist business with these needs.
9.2 – The City and Chamber of Commerce shall continue its monthly visits with businesses to assess the business climate in Woodland.	City Council Economic Development Division Woodland Chamber of Commerce	Ongoing	The City has continued “Business Appreciation” program for regular visits to businesses throughout the City to identify areas for improvement and assess the overall business climate. Annual Business Walk was successful.
9.3 – The City shall develop a business expansion and retention program on an	Community Development Department	Ongoing	Current programs include partnering with real estate brokers and use of

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industry-by-industry basis to open lines of communication between business and local government, market public and private employment training programs, and business assistance services, gather data and identify market gaps that can be filled by new or existing local businesses.			Woodlandbiz.org/woodlandprospector.com website (Woodland Business Prospector), a GIS-based site selection website link. A new program will include Business Appreciation, which is being established through the ED Manager position.
Business Attraction and Formation			
9.4 – The City shall implement the specific actions listed in Economic Development for the Business Attraction Program.	Economic Development Division Chamber of Commerce	Ongoing	See the status provided in Implementation Program 9.3.
9.5 – The City shall prepare an inventory of vacant industrially and commercially – zoned or potentially redevelopable parcels fronting on major arterial roads and identify areas where industrial or commercial nodes would be appropriate.	Economic Development Division	Ongoing	See Implementation program 9.3 Development of Economic Development web pages and appropriate links. Continue to work on shopping center inventory to look at underutilized sites for reuse.
9.6 – The City shall annually evaluate its progress in its economic development efforts and make plans for additional actions for updating and implementing the <i>Economic Development Strategic Plan</i> .	Economic Development Division	Annually	Business Assistance website (www.toolsforsuccess.com) to assist existing and new businesses and employees. Through Performance Based Budgeting, City is establishing its economic development priorities.
Downtown Economic Development			

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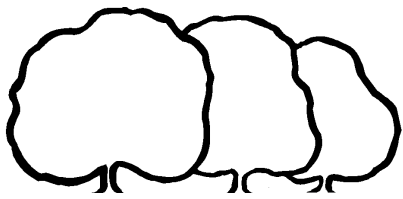
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GENERAL PLAN IMPLEMENTATION PROGRAM	RESPONSIBILITY	TIME FRAME	STATUS
9.7 – the City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the Downtown program. Including specific uses such as entertainment-related businesses.	Economic Development Division	FY Ongoing	Multiple efforts including the Economic Development Plan, and Budget address the Downtown, as well as the Downtown Specific Plan.
9.8 – The City shall implement a retail recruitment and management program for the City’s central business district to maintain a competitive Downtown and to retain existing and attract new businesses.	Economic Development Division Chamber of Commerce	Ongoing	Establishment of PBID failed in 2007. ED Manager continues find sources to assist with the serving businesses with the downtown baseline services.
Tourism			
9.9 – The City shall implement the specific actions listed in the <i>Economic Development Strategic Plan</i> for the tourism Development Program.	Economic Development Division Yolo County Visitor’s Bureau Chamber of Commerce	Ongoing	The City partners with the Yolo County Visitors Bureau (YCVB). Annually, Visitor Attraction District (Hotel Business Improvement District) is renewed and hotel guests are assessed an added 1%-funds go to YCVB activities.
Administration and Implementation			
10.1 – The Planning Commission shall review the General Plan annually, focusing principally on actions undertaken in the previous year to carry out the implementation programs of the Plan. The Planning Commission’s report to the City Council shall include, as the Commission deems appropriate, recommendations for	Community Development Department Planning Commission	Annually	

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amendments to the <i>General Plan</i> . This review shall also be used to satisfy the requirements of Public Resources Code 21081.6 for a mitigation monitoring program.			
10.2 – The City shall conduct a major review of the <i>General Plan Policy Document</i> and Background Report, beginning every five years from the date of final approval of this <i>General Plan</i> , and shall revise it as deemed necessary.	Community Development Department City Boards and Commissions Planning Commission City Council	FY 01-02; Every five years.	Review expected to occur as part of 10-year General Plan. The last technical update was provided in 2002. A major update to assess new legislation and requirements, such as the Urban Limit Line are necessary.
10.3 – The City shall investigate and implement, as appropriate, the mechanisms to be used for funding five-year update of the General Plan.	Community Development Finance Department City Manager	Ongoing	General Plan update has been included as a project in the Major Projects Financing Plan to receive partial funding from development.
10.4 – The City shall review and amend, as necessary, applicable ordinances and regulations referenced herein to ensure consistency with the General Plan. These shall include the following: a. Zoning Ordinance b. Subdivision Ordinance c. Building Code	Community Development Department City Council	FY as necessary; Ongoing	Revised Subdivision Ordinance was approved by the City Council in September 2008. The Building Code was updated in January 2011 . Zoning Ordinance amendment updates are proposed for FY09-10.
10.5 – The City shall implement the provisions of this General Plan through its ongoing project review process.	Community Development Planning Commission City Council	Ongoing	Ongoing. The City continues to review merits of General Plan requests through the Petition Review process.



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May15, 2012

SUBJECT: Public Hearing on the 2012-2013 Community Development
Block Grant Annual Action Plan and Authorization for
Submittal of Action Plan

Report in Brief

Staff requests that the City Council hold a public hearing to receive community input on the 2012-2013 Community Development Block Grant (CDBG) Action Plan (Attachment C), and adopt the accompanying resolution.

Staff recommends that the City Council:

- Hold a Public Hearing to receive community input
- Adopt a Resolution to approve the 2012-2013 CDBG Action Plan with the funding allocations as recommended by staff;
- Direct staff to complete the 2012-2013 Action Plan, as well as any other related documents required by the U.S. Department of Housing and Urban Development (HUD), incorporating the adopted funding allocations along with any public input received during the public comment period;
- Direct staff to forward the completed 2012-2013 Action Plan to HUD by once completed;
- Authorize the City Manager to execute any agreements, contracts or related/required documents with the appropriate entities to carry out the CDBG funded activities; and
- Authorize the Finance Officer to make the budget allocations as specified.

These Actions are consistent with the CDBG Consolidated Plan goals to reduce slum and blight conditions and assisting low and moderate income people.

Background

The City of Woodland receives Community Development Block Grant (CDBG) funds annually from the U.S. Department of Housing and Urban Development (HUD). CDBG funds must be used for activities that assist lower-income persons and eliminate conditions of slums and blight from the community. For program year 2012-2013, the City is expected to receive only \$407,571 in CDBG

funds, a significant reduction in funding from FY 2012-2013 at \$526,642, a 22.25% reduction in the City's annual allocation and further reduction of 16.6% from FY 2010-2011 to FY 2012-2013. The reductions were brought on due to continued reductions and re-appropriation of funds in the federal budget.

Overview of 2012-2013 CDBG Budget

The City of Woodland 2012-2013 CDBG Entitlement amount is expected to be \$407,571. Table 1 displays the breakdown of the 2012-2013 allocation of \$407,571 and unexpended funds that are available in the City's 2012-2013 CDBG program. See Attachment A for the proposed 2012-2013 CDBG budget and staff recommended allocations.

Table 1*				
2012-2013 CDBG Entitlement Budget				
Proposed Expenses 12-13 Entitlement		Program Income	Unexpended Funds	TOTAL
20% Administration	\$ 81,514	\$0	\$	\$ 81,514
15% Public Services	\$ 61,136	\$0	\$70,340.53	\$131,476.53
Public Facilities/ Improvements	<u>\$264,921</u>	\$0	<u>\$409,183.02</u>	<u>\$674,104.02</u>
Budget TOTAL	<u>\$407,571</u>	TBD	<u>\$479,523.55</u>	<u>\$887,034.55</u>

*as of April 3, 2012 when drawdown was completed.

Administration

As approved by City Council each year, 20% of the Entitlement is allocated to Planning and Administration Activities. This is the maximum percentage of entitlement available for administration activities according to HUD guidelines. The total allocation for Administration for program year 2012-2013 is \$81,514 and offsets the General Fund expenditure for the administration of the CDBG program.

Program Income

Council approved an Amendment to the 2011-2012 Annual Plan allocating the use of CDBG Program Income to the following projects:

1. Communicare A&E	\$50,000
2. City of Woodland (ADA Improvements to Public Restrooms at City Hall)	\$60,000
3. St. John's Retirement Village (generator inverter)	<u>\$10,000</u>
Total	<u>\$120,000</u>

There were two significant payoffs on CDBG assisted housing rehabilitation homes during the third/fourth quarter of fy 10/11 and first/second quarter of FY 11/12. The remaining program income that has not been programmed will be receipted and drawn down via CDBG's online disbursement system (IDIS) in this fiscal year.

Public Services

In 2012-2013, \$61,136 is proposed to be allocated to Public Services program. According to HUD guidelines, a maximum of 15% of the Entitlement can be allocated to Public Service programs in

addition to 15% of previous year's program (if available). In addition to scoring the applications based on the rating and ranking system, City policy reserves a minimum of 40 percent of all public service funds for food and shelter programs (\$24,455). CDBG staff makes an effort to award a minimum of \$6,000 per eligible public service program. Public service grants are used to provide services to lower-income residents of Woodland (including seniors and children), provide food and shelter to homeless residents, prevent homelessness, and offer other public services eligible under HUD guidelines.

Public Facilities and Improvements

As indicated in Table 1, the combined total of Planning and Administration and Public Services, expenditures from the total 2012-2013 CDBG allocation amount provides the City with a balance of approximately \$264,921 in new entitlement available for funding Public Facilities construction projects. Due to the continued current market conditions in construction, there have been significant delays in activity due to the reduction in number of possible (capable) small contractors that would bid on CDBG funded projects. Another cause for delays in expenditure is the significant reduction in staff who administers the CDBG grant activities at the City and delays by various subrecipients based on circumstances similar to those of the City.

Going into 2012-2013, there is significantly less "unexpended funds" as in previous years. Much of this is attributable to the dedication by development services engineering staff to get the projects moving more expeditiously further demonstrating the city's capacity to carry out projects that are funded by CDBG. As of April 3, 2012, when the last fiscal drawdown was completed, there was an unexpended balance of public facility/infrastructure funds in the amount of \$409,183.02. This amount includes the 2011/2012 COW Series Streetlight Project and 2011/2012 COW ADA Accessibility program. Both projects are currently underway and expect to fully expend funds by June 30, 2012. See Attachment A for a description of all Public Facility construction projects being recommended for the 2012-2013 program year.

Discussion

Many more applications were received this year than could be funded with the allocation available. The CDBG program received \$129,254 in total Public Service grant requests, but the program only has \$61,136 available to allocate. For facility improvement applications, the CDBG program received \$469,822 in total requests and only had \$264,921 to allocate to recipients. For a full list of applications received, see Attachment B.

To evaluate the applications, staff followed the same application rating system which was approved in FY2007-2008 by City Council. The rating system is an objective system that scores the applications based on the following criteria: benefit to low and very low income persons; activity need and justification; reasonableness of cost estimates; activity management and timeliness; experience, past performance, and organizational capability; and project budget—evidence of sufficient funding.

Staff is recommending the City Council to approve the CDBG funding allocations for public service and public facility projects/programs outlined in the attached 2012-2013 Action Plan. These funding allocations will provide needed support to the community's public services, such as food, shelter, counseling, etc., and to rehabilitate valued community facilities.

Over the past few program years, the CDBG program had seen great improvements in timeliness. Last year (FY 10-11) there were a couple of projects that had been awarded a substantial portion of the 2010-2011 annual allocation affecting the overall timeliness for the program year. However, as of April 30, 2012, the City of Woodland's CDBG timeliness ratio is well below the 1.5 timeliness threshold permissible by HUD. Staff will continue to work diligently to assure HUD that future outstanding projects will be completed or consider the possibility of shifting funds to projects that can be completed within the prescribed timeframe.

Fiscal Impact

The total allocation for Administration for program year 2012-2013 is \$81,514 and offsets the General Fund expenditure for the administration of the CDBG program.

The CDBG allocation recommended for the Engineering Division, ADA Curb Ramps Project relieves the General Fund of \$150,000. The CDBG allocation recommended has allowed mandated projects that otherwise would not be funded, to proceed as required by the State of California.

Staff's recommendation to allocate \$6,000 to the Water/Utility Assistance program will add to the remaining FY 2010-2011 CDBG allocation (of approximately \$5,000) to assist qualified low-income water rate payers in the City of Woodland on a temporary basis.

Public Contact

Information regarding the CDBG program was provided to the public through a Notice of Funding Available (NOFA) published on January 30, 2012. Emails were sent to interested parties and applicants on February 4, 2012 and a public meeting was held on February 15, 2012 explain the city's allocation process. A public meeting to announce staff recommendations for the 2012-2013 CDBG program year was held on March 13, 2012. The Notice and applications were posted on the City's CDBG webpage. The draft 2012-2013 Annual Action Plan was made available for public review and comments on April 13, 2012 at this public hearing on May 15, 2012. The Public Hearing Notice was printed in the Daily Democrat and posted at City Hall on April 13, 2012. Comments that were received during this period will be considered for incorporation into the draft Plan.

This item was also posted on the City's webpage as part of the May 15, 2012 City Council Agenda.

Alternative Courses of Action

Alternative 1:

- Adopt Resolution to approve the 2012-2013 CDBG Action Plan with the funding allocations as recommended by staff;
- Direct staff to complete the 2012-2013 Action Plan, as well as any other items required by HUD, incorporating the adopted funding allocations along with any public input received during the public comment period;
- Direct staff to forward the completed 2012-2013 Action Plan and related documents to HUD once completed;
- Authorize the City Manager to execute any agreements, contracts or other document with the appropriate entities to carry out the CDBG funded activities;
- Authorize the Finance Officer to make the budget allocations as specified.

Alternative 2:

- Do not approve the 2012-2013 CDBG Action Plan at this time. Council may request possible revisions;
- Do not direct staff to complete the 2012-2013 Action Plan;
- Do not direct staff to forward the completed 2012-2013 Action Plan to HUD;
- Do not authorize the City Manager to execute any agreements, contracts, or other documents;
- Do not authorize the Finance Officer to make the budget allocations as specified.

Recommendation for Action

Staff recommends that the City Council approve Alternative 1.

Prepared by: Wendy Ross
Econ. Dvlpt. Mgr.

Paul Navazio
City Manager

Attachment A: Proposed CDBG Budget/Public Service & Public Infrastructure Proposed Projects
Attachment B: Resolution for Action Plan
Attachment C: Draft Action Plan 2012-2013

CDBG Recommended Allocation FY2012-2013

TOTAL CDBG FUNDS FY 12-13	\$407,571.00
Public Services (15%)	\$61,136.00
Food/Shelter (At least 40% of Public Services)	\$24,455.00
Fair Housing (required FY 12-13)	\$10,000.00
Other Public Services	\$26,681.00
Public Infrastructure (65%)	\$264,921.00
Administration (20%)	\$81,514.00

PUBLIC INFRASTRUCTURE (65%)					
Applicant	Project Title	\$ Amount Requested	\$ Recommended Allocation	Council approved \$	Project Accounting/coding
City of Woodland	ADA Accessibility Project	\$264,922.00	\$150,000.00		
Food Bank of Yolo County	Quick & Fresh Market	\$70,000.00	none		
Friends of The Mission	New Affordable Housing Project for Families	\$28,500.00	\$25,000.00		
Sacramento Valley Historical Railways	Historic Woodland Train Depot Restoration and Accommodation	\$81,400.00	\$64,921.00		
St John's Retirement Village	Weather Walkway	\$25,000.00	\$25,000.00		
TOTAL		\$469,822.00	\$264,921.00		

PUBLIC SERVICES (15%)					
Applicant	Project Title	\$ Amount Requested	\$ Recommended Allocation	Council approved \$	Project Accounting/coding
City of Woodland	Water Assistance Program	\$15,000.00	\$6,000.00		
CommuniCare Health Centers	Primary Health Care Uninsured Youth and Adults	\$10,000.00	\$7,000.00		
GRID Alternatives - North Valley	Solar Affordable Housing Project	\$10,000.00	none		
Legal Services of Northern California	Fair Housing Services	\$10,000.00	\$10,000.00		
People Resources Inc	Elderly Nutrition Program	\$19,500.00	\$10,000.00		
Planned Parenthood Mar Monte	Teen Success	\$17,754.00	\$6,500.00		
Woodland Literacy Council	Strength Through Education Program	\$9,000.00	\$6,500.00		
Yolo Community Care Continuum	New Dimensions Supported Housing	\$15,000.00	\$6,000.00		
Yolo Family Service Agency	Low Income Counseling	\$8,000.00	none		
Yolo Wayfarer Center	Yolo Country Emergency Shelter	\$15,000.00	\$9,136.00		
TOTAL		\$129,254.00	\$61,136.00		

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO HOLD A PUBLIC HEARING TO RECEIVE COMMUNITY INPUT ON THE 2012-2013 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ACTION PLAN AND APPROVE THE ANNUAL ACTION PLAN

WHEREAS, the City of Woodland ("City") annually receives as allocation of Community Development Block Grant (CDBG) Funds from the Department of Housing and Urban Development (HUD);

WHEREAS, as part of the program requirements, the City must submit the Annual Action Plan that describes how the funding will be spent for the following program year; and

WHEREAS, the Annual Action Plan is required to be approved after receiving public input.

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1: This City Council hereby finds and determines that the foregoing recitals are true and correct;

Section 2: This City Council hereby approves the 2012- 2013 CDBG Annual Action Plan with the funding allocations as recommended by staff;

Section 3: This City Council hereby directs staff:
(a) To complete the 2012-2013 Action Plan, as well as any other items required by the U.S. Department of Housing and Urban Development (HUD), incorporating the adopted funding allocations along with any public input received during the public comment period and incorporates changes to past projects as proposed by staff;
(b) To forward the completed 2012-2013 Action Plan to HUD once completed;

Section 4: This City Council hereby authorizes the City Manager to execute any agreements, contracts or other documents with the appropriate entities to carry out the CDBG Funded activities;

Section 5: This Resolution shall take effect from and after the date of its passage and adoption.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2012 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Artemio Pimentel, Mayor

ATTEST:

Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

Andrew Morris, City Attorney

2012-2013 Program Year



Action Plan

DRAFT



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Appendices

Appendix A:	Community Development Needs Table
Appendix B:	Public Notices
Appendix C:	List of Projects (Tables 3C)
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Appendix E: CDBG Maps

Appendix F: Organizations Involved in the Homeless Coalition

Appendix G: Continuum of Care List of Programs

EXECUTIVE SUMMARY

The 2012-2013 Action Plan is a one-year plan to address the community development and low- and moderate-income housing needs in the City of Woodland. It is a portion of the implementation of the five-year Consolidated Plan, and provides a detailed summary of how the City's annual Community Development Block Grant (CDBG) entitlement will be spent in the coming year. Both the Consolidated Plan and the Action Plan are implemented by the City's housing staff.

In the 2012-2013 fiscal year, the City anticipates receiving \$407,571 in federal CDBG program funds.

City staff encouraged citizen participation throughout the Action Plan process. This included holding public meetings, consulting local organizations, and encouraging input from the public during the review process. Using research and input from the public, City staff formulated the objectives and outcomes that are briefly described below.

INTRODUCTION

The 2012-13 Action Plan establishes the specific actions that will be taken to address the City's priority needs and strategies. The Action Plan is submitted on an annual basis throughout the five-year period of the 2010-2014 Consolidated Plan. This Action Plan is for the 12-month period from July 1, 2012 to June 30, 2013.

To set annual priorities to meet the housing and non-housing needs in the City of Woodland, information was evaluated and analyzed from the data and needs assessment provided in the Consolidated Plan. The Action Plan is also based on input from the citizen participation process described below including the identification of priority community development needs.

Consistent with the overall goals of the U.S. Department of Housing and Urban Development, the City has identified the following five-year goals to pursue during 2010-2014. City staff will update the Consolidated Plan and future action plans to reflect the dissolution of RDA as of February 1, 2012.

GOAL

- Promote the development of affordable housing in the City to meet the needs of very-low and low to moderate-income households as outlined in the Housing Element of the General Plan and The City's 5-year Implementation Housing Component.
- Revise the City's Inclusionary Housing Ordinance (6A) and Spring Lake Affordable Housing Ordinance to improve the Inclusionary Housing Ordinance Program and increase homeownership for low-income households.
- Support the preservation, maintenance and improvement of existing housing and the replacement of unsafe or dilapidated housing.
- Provide fair housing services to ensure that persons regardless of race, creed, color, national origin, religion, sex, family status, age, or handicap/disability have an equal opportunity to secure decent housing and are treated fairly in dealing with landlords, real estate brokers and lenders.
- Continue to support programs to address the need for emergency and transitional housing.
- Continue to support programs to transition homeless persons to permanent housing.
- Continue to support programs for the prevention of homelessness.

- Infrastructure improvements including water, sewer, and storm water improvements.
- Facilities for health care and youth centers.
- Accessibility for the physically disabled particularly through ADA improvements.
- Emergency food and shelter for the homeless and at risk homeless, youth services, health services, crime awareness activities, and fair housing counseling
- Job training, placement and other types of employment services.
- Partner with private commercial developers to develop/redevelop existing vacant or underutilized commercial sites in CDBG eligible areas.
- Address priority non-residential historic preservation needs in the Historic Downtown area.
- Provision of business loans to for-profit entities to carry out economic development, such as growing the industry or business in the City of Woodland.

All activities included in the Action Plan must meet at least one of three national objectives of the CDBG program. Those objectives are:

1. Provide benefit to low- and moderate-income persons;
2. Aid in the prevention or elimination of slums or blight; and
3. Meet community development needs having a particular urgency.

This Action Plan outlines the City of Woodland's plan for the use of CDBG funds for the 2012-13 program year and includes a description of all planned housing and community development activities. The Action Plan also includes a description of citizen participation efforts and discussions on lead-based paint, anti-poverty strategy, fair housing, and coordination with other agencies.

A. ANNUAL FUNDING SOURCES

Introduction

The City's CDBG grantee entitlement is \$407,571 for FY 2012-2013. Of this 20% of the entitlement amount or \$81,514 may be used for planning and administrative costs. Of the entitlement a maximum of \$61,136, or 15% of entitlement, may be used for public services. At least 70% of all expenditures must benefit low- and moderate-income households.

During the 2012-2013 fiscal year, the City of Woodland will utilize several federal, state, local and private resources to address housing and community development needs. Additionally, the City is actively seeking funding to address low- and moderate-income community development needs through a variety of funding sources. Below is a summary of the major funding resources that will be used to carry out activities.

CDBG ENTITLEMENT

The U.S. Department of Housing and Urban Development unofficially (via an email list) notified the City of Woodland of its estimated Program Year 2012 allocation on TBD, \$407,571 is available for fiscal year 2012-2013, a significant reduction in the annual allocation compared to FY 2011 at \$526,642. (Very difficult challenges with balancing the federal, state and local budgets, due to the economy have forced Federal Administrators to make significant cuts. CDBG cuts were a 22% reduction from last year's

Entitlement Allocation.) CDBG funds can be used to address a wide range of activities including acquisition, rehabilitation, public facilities and infrastructure improvements, public services, and homeless assistance. The level of need for each project is determined by a Consolidated Plan Priorities Table and included in the Action Plan (this table is located in **Appendix A**).

PROGRAM INCOME – UPDATE WITH CURRENT INFO

The City of Woodland receives program income from loan payoffs, lien repayments and other scheduled monthly loan payments. When housing rehabilitation or business loan payments/ payoffs are made the revenue is recorded as program income. There were two significant payoffs on CDBG assisted housing rehabilitation homes during the third/fourth quarter of fy 10/11 and first/second quarter of fy 11/12. The remaining program income that has not been programmed will be receipted and drawn down via CDBG's online disbursement system (IDIS) in this fiscal year.

Council approved an Amendment to the 2011-2012 Annual Plan allocating the use of CDBG Program Income to the following projects:

1. Communicare A&E	\$50,000
2. City of Woodland (ADA Improvements to Public Restrooms at City Hall)	\$60,000
3. St. John's Retirement Village (generator inverter)	<u>\$10,000</u>
Total	<u>\$120,000</u>

Need current unexpended fund data in addition to any amendment request.

UNEXPENDED FUNDS – UPDATE WITH CURRENT INFO FROM FINANCE

Staff is in the process of closing out prior year program years and anticipates the completion of these close outs prior to the submittal of the 11-12 CAPER Report. Outstanding program years include PY 09-10, PY 10-11, most project and programs have fully expended funds, accomplishments need to be reported and IDIS files closed out. For 2011-2012 program year, all but one public service program is on track to be completed and funds expended by June 30, 2012. The City's Water (utility) Assistance program has not been as successful in reaching qualified residents to reduce their bill as had been anticipated, as the cost of water increases. As such, in fy 11/12 staff was authorized to shift a portion of these funds to a new program "recreation scholarship" (\$6,000) to assist low income (youth) customers to be able to participate in city programmed recreation activities. Most public facility projects are on track to be completed and funded expended by June 30, 2012. St. John's Supportive Housing Rehab has a remaining balance (FY 09-10) and Yolo Adult Healthcare (YADHC) has a balance of \$; anticipates completing the approved improvements by June 2013. FY11/12 Projects that have not yet been completed are the following expected to be completed by June 2012: St John ADA compliance (part 2) (\$16,800) is in the process of securing bids and letting the contract, the City's ADA Accessibility Program funds (\$103,513), Cottonwood Meadows Rehab Project (\$43,000) has not yet begun. Staff is awaiting the executed MOU and expects work to begin in FY 12-13. Discussions with subrecipients regarding the delayed expenditure of funds has been described as "due to the difficulty in finding a contractor to complete the work for the estimated budget or the lack of available "small" contractors who have not been bidding (due to closures, consolidations, etc)" because of the cost. It has also been

the occasion that the subrecipients have had to lay off staff and consequently there are fewer people available to administer the contracts and develop the project. City staff will continue to assist subrecipients through the CDBG process (as was indicated in the city's HUD on-site monitoring with HUD CPD Rep, Greg Harrick).

There is a small remaining balance of CDBG-R funds that are required to be allocated and the program funding "closed out" by September 2012. The City is partnering with Legal Services of Northern Ca to host a final Foreclosure Prevention seminar in June 2012. Following this seminar the grant will be closed out.

OTHER RESOURCES – UPDATE FROM CURRENT INFO FROM HOUSING -

During the 2006-2007 fiscal year, the City was successful in securing \$4 million in HOME funds from the State of California for the Rochdale Grange affordable housing project. Construction of the 44-unit project was completed in 2011 and the project provides 43 units for households earning no more than 50 percent of area median income. As of March 31, 2011, nearly 90% of the units have been leased. Since 2007 the City has used CalHome, BEGIN, HOME, redevelopment tax-increment, and HOME/CDBG Program Income funds to provide homebuyer assistance to low- and moderate-income homebuyers. In 2011, the California Department of Housing and Community Development awarded the City an \$800,000 HOME grant for first time homebuyer assistance. These funds are expected to create opportunities for approximately 15 low-income households.

The City with the help of the Homeless Coordinator and Yolo Wayfarer Center annually apply for funding for homeless assistance and service provider programs. The City of Woodland received a grant renewal under the 2010 Supportive Housing Program (SHP) in the amount of \$177,343 to assist the Yolo Wayfarer's transitional housing programs. The City also received a special 2009 SHP allocation of \$46,240 for Permanent Supportive Housing to be programmed by the Yolo County Wayfarer Center.

At the local level, the City may utilize redevelopment funds, defer development fees, and use housing monitoring fees to further develop, promote, and preserve affordable housing.

CITIZEN PARTICIPATION

On January 30, 2012 a Notice of Funding Available (NOFA) was published and on February 4, 2012 an email letter was sent to all past applicants and interested possible subrecipients which included the 2012/2013 application announcing the CDBG FY 2012-2013 funding round. An application workshop was held on February 15, 2012.

The CDBG Review Team, made up of the economic development manager, a senior planner, a financial accountant, a financial adviser and a CDBG intern reviewed CDBG proposals and made funding recommendations for the CDBG program. After staff's funding recommendations had been determined, a public meeting was noticed in the *Daily Democrat* and held on March 13, 2012 to announce staff recommendations and receive comments. . Citizens were notified in a public notice published on April 15, 2012, that the draft 2012-2013 City of Woodland Annual Action Plan was available for citizen review and comment. During the 30-day comment period from April 15, 2012 through May 15, 2012 the Annual Action Plan was made available to the public at the Woodland City Hall, City Clerk's office, the Woodland Public Library,.

Citizens' Comments and Public Notices

(Public notices are included in **Appendix B**)

COORDINATION AND INSTITUTIONAL STRUCTURE

The City will continue to focus on improving coordination and eliminating gaps in the institutional structure. The City has continued the liaison between the City and the Housing Authority and consulted with them on other development opportunities within the City. In addition, the City continues to work to improve communication between divisions and departments, including the Redevelopment Agency, Building, Finance, Development Engineering, Public Works, and Parks and Recreation.

INTEGRATED APPROACH/VISION

As stated in the Five-Year Strategic Plan, the City has integrated several required programs and plans into its Consolidated Plan to ensure that City government and related agencies work together on a uniform vision for the benefit of residents of the City. The CDBG work program reflects objectives that are contained in these plans and programs.

CDBG WORK PROGRAM

The City Council approved funding allocations for FY 2012-13 on **TBD**. The list of projects, with additional information, can be found in the **Appendix C**. The CDBG program will be implemented in accordance with the HUD Certifications presented in **Appendix D**. These projects are consistent with priority needs and the five-year goals identified in the Consolidated Plan.

During the 2011-12 program year the City updated its application rating system to evaluate public service and public facility (construction-like) applications separately. Public Service applications are scored more heavily on past performance and community need, while public facility applications are scored more heavily on readiness, past performance and organizational capability to carry out the program. In addition, the City adhered to a minimum public service grant of \$6,000 and reserved a minimum 40 percent of all public service funds to food and shelter programs. Staff will continue to implement public services in this manner.

A summary of the specific activities that will be implemented with the allocation of 2012-13 CDBG Entitlement funds (\$407,571) and unexpended funds of (479,523.55) is provided in **Table 1**.

Table 1 – Will Be Updated with Finance Data
CDBG Summary Table 2012-13**

CDBG Program/Activities	SOURCES			
	'12-'13 Entitlement	Unexpended prior year funds	Program Income	Total Funds Available
Administration	\$81,514			\$81,514
Subtotal Planning, Administration	\$81,514	\$0	To be determined	\$81,514
Public Facilities and Public Improvements				

COW ADA Accessibility program 12/13	\$150,000			\$150,000
Friends of the Mission Housing Repairs	\$25,000			\$25,000
Sacramento Valley Historical Railways	\$64,921			\$64,921
St. John's Retirement Village-Weather Walkway	\$25,000			\$25,000
Cityreach Group of Woodland, Inc.		\$6,000		\$6,000
COW/CDD Substandard Housing Program		\$12,000		\$12,000
St. John ADA Compliance (10/11)		\$490		\$490
COW ADA Accessibility Program (11/12)		\$84,731.46		\$84,731.46
St. John's ADA Compliance 2 (fy 11/12)		\$15,000		\$15,000
COW Series Street Light Replacement		\$157,034.66		\$157,034.66
Cottonwood Meadows Rehab Project		\$43,000		\$43,000
YCCC Haven House Repairs		\$39,199		\$39,199
YCCC Supportive Housing Rehab. (166		\$45,227.90		\$45,227.90
Contingency-Willdan Activity Delivery Assist.		\$6,500		\$6,500
Subtotal Public Facilities and Public Improvements	\$264,921	\$409,183.02	TBD	\$674,104.02
Public Services				
COW Water Assistance Program	\$6,000			\$6,000
CommuniCare Health Center assistance	\$7,000			\$7,000
Legal Services Of No. CA Fair Housing services	\$10,000			\$10,000
Home Delivered Meals-Elderly Nutrition	\$10,000			\$10,000
Teen Success-PPMM	\$6,500			\$6,500
Literacy Council- S.T.E.P	\$6,500			\$6,500
New Dimensions Supported Housing-YCCC	\$6,000			\$6,000
Yolo Wayfarer Center Emergency Shelter	\$9,136			\$9,136
Literacy Council-S.T.E.P.		\$5,787.50		5,787.50
Cityreach Group of Woodland, Inc.		\$6,000		\$6,000
Substandard Housing assistance-COW		\$10,000		\$10,000
YFSA-Low Income Counseling		\$3,045		\$3,045
Home Delivered Meals-Elderly Nutrition		\$4,500		\$4,500
Teen Success-PPMM		\$6,000		\$6,000
Fair Housing Services-LSNC		\$7,500		\$7,500
New Dimensions Supported Housing		\$2,922.67		\$2,922.67
Emergency Food & Shelter-Wayfarer Center		\$9,004		\$9,004
Enough To Eat-Food Bank		\$2,441.36		\$2,441.36
City of Woodland Water (utility) Assistance		\$7,140		\$7,140
Recreation Scholarship-COW recreation		\$6,000		\$6,000
Subtotal Public Services inc. unexpended prior year funds	\$61,136	\$70,340.53	TBD	\$131,476.53

Total in CDBG Program Income Funds from Previous Year to be spent in FY 2012-2013			TBD	TBD
Total Amount for CDBG Activities for FY 2012-13	\$407,571	\$479,523.55	TBD	\$887,094.55

**Unexpended funding balances are as of April 3, 2012 when staff completed and submitted Voucher #5408282 for a drawdown.

SUMMARY OF PROPOSED PROJECTS AND PROGRAM

The following text summarizes each of the proposed activities in each category:

PLANNING AND ADMINISTRATION:

- 1) Program: CDBG Administration
Agency: City of Woodland
Funding Amount: \$81,514
HUD Matrix Code: 21A General Program Administration
Citation: 570.206

Description:

Funding will cover costs of staff time and consultant services related to the overall administration of the City's CDBG program, including coordination, implementation, management, monitoring, reporting, and evaluation. Funds will also contribute to planning and citizen participation efforts required to implement grants under the CDBG program.

PUBLIC SERVICES:

- 2) Program: S.T.E.P – Strength Through Education Program
Agency: Yolo Literacy Council
Funding Amount: \$6,500
HUD Matrix Code: 05 Public Services
Citation: 570.201(e)
National Objective: 570.208 (a)(2) – Low/Mod Limited Clientele

Description:

S.T.E.P. in partnership with the Yolo Wayfarer Center offers reading, writing and comprehension skills in a goal-oriented one-on-one and small group educational situation. Residents work on goals centered on job skills, housing, health and family skills as well as basic literacy. Literacy is essential to an individual's successful transition from living on the streets to living an independent life style.

- 3) Program: Home Delivered Meal Program - Meals on Wheels
Agency: Elderly Nutrition Program
Funding Amount: \$10,000
HUD Matrix Code: 05A Senior Services
Citation: 570.201(e)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

The Home Delivered Meals Program provides frail homebound seniors with a home-delivered, hot, nutritious noon-time meal that is prepared fresh daily and served by volunteers throughout Yolo County. Many of the seniors who receive home-delivered meals are recently discharged from the hospital and are completely bedridden with no family support or other assistance in purchasing food and preparing meals.

- 4) Program: Teen Success
Agency: Planned Parenthood Mar Monte
Funding Amount: \$6,500
HUD Matrix Code: 05D Public Services
Citation: 570.201(e)
National Objective: 570.208 (a)(2) – Low/Mod Limited Clientele

Description:

Addresses the issues of teen pregnancy by helping pregnant and parenting teen mothers between the ages of 13-18 years old set and achieve short- and long-term goals and by developing healthy alternatives for teens instead of having more children. Facilitated group sessions meet for two hours weekly over the course of a year to provide a supportive environment for teen mothers to discuss issues facing adolescent parents. Childcare and nutritional snacks are provided during meetings.

- 5) Program: Fair Housing Services
Agency: Legal Services of Northern California
Funding Amount: \$10,000
HUD Matrix Code: 05J Fair Housing Services
Citation: 570.206
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

The City will contract with Legal Services of Northern California to provide fair housing services through the Fair Housing Hotline Project, per its ongoing contract. This program provides free information and advice on fair housing issues, case intake and complaint processing, and investigation of alleged fair housing violations. Other services include fair housing education and outreach activities for rental property owners, managers, and consumers. During April, which is Fair Housing Month, the City holds a Fair Housing Workshop for housing providers and consumers. This activity is designed to affirmatively further fair housing objectives of Title VIII of the Civil Rights Act of 1968.

- 6) Program: New Dimensions Supportive Housing
Agency: Yolo Community Care Continuum
Funding Amount: \$6,000
HUD Matrix Code: 05O Mental Health Services
Citation: 570.201(e)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

CDBG funds will be utilized to help staff provide individualized services to residents of the New Dimensions Supportive Housing Project, a 15-unit affordable project for adults at risk of mental illness. Services provided include teaching independent living skills such as meal planning, shopping, cooking, cleaning, and laundry. Other services provided to the residents include locating housing, providing clinical and medical support, teaching vocational skills, and ensuring safety.

- 7) Program: Emergency Food and Shelter
Agency: Yolo Wayfarer Center
Funding Amount: \$9,136
HUD Matrix Code: 05W Public Services
Citation: 570.201(e)
National Objective: 570.208 (a)(2) – Low/Mod Limited Clientele

Description:

Provides daily emergency food and shelter services to homeless and low-income citizens of Woodland and Yolo County, including weekday nutritional meals, case management, and access to mail, shower, telephone, and laundry facilities—in addition to providing referrals to agencies that provide rental and utility assistance, work needs, medicine, travel expenses, clothing, household items, and mental health services.

- 8) Program: Water Assistance Program
Agency: City of Woodland
Funding Amount: \$6,000
HUD Matrix Code: 05
Citation: 570.201(e)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

Water Rates have increased over the past three years and are proposed to continue increasing for the next four. This program will provide a \$45 discount to qualified low-income participants (\$15 per month for 3 months in a 12 month period) towards their meter rate portion of their utility bill for three consecutive months.

- 9) Program: Primary Health Care for uninsured youth and adults
Agency: CommuniCare Health Centers
Funding Amount: \$7,000
HUD Matrix Code: 05M
Citation: 570.201(e)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

Serving over 6,800 patients last year, CommuniCare's Peterson Clinic provides primary health care services to uninsured patients and also allows them to pay on a sliding fee scale. If patients are unable to pay, CommuniCare will still assist them. CommuniCare also provides services in case management, nutrition and health education, referral assistance and enrollment assistance into health coverage programs.

CAPITAL AND OTHER PROJECTS:

- 1) Program: ADA Curb Ramps
Agency: City of Woodland
Funding Amount: \$150,000
HUD Matrix Code: 03L Sidewalks
Citation: 570.201(c)
National Objective: 570.208(a)(2)(D)(ii)(A) – Low/Mod Limited Clientele

Description:

There is a need to comply with the Americans with Disabilities Act (ADA) to provide design and construction of curb ramps for public use to individuals with disabilities. The City receives candidate locations for ADA improvements from various departments, residents, and members of the disabled community. Approximately 10-15 additional curb ramps and sections of sidewalk will be designed and installed with these funds.

- 2) Project: Weather Walkway
Agency: St. John's Retirement Village/Stollwood Convalescent Hospital
Funding Amount: \$25,000
HUD Matrix Code: 03 Public Facility and Improvements
Citation: 570.201(c)
National Objective: 570.208(a)(2)(A) – Low/Mod Limited Clientele

Description:

St. John's is a non profit organization that houses up to 160 senior residents and employs more than 170 individuals. The Weather Walkway project will remove and replace safety devices in the facility: current walkway, lighting and sprinkler systems. The improvement of the buildings infrastructure and amenities would provide safer accessibility for both seniors and employees for an estimated 20 years.

- 3) Program: Historic Woodland Train Depot Restoration and Accommodation
Agency: Sacramento Valley Historical Railways
Funding Amount: \$64,921
HUD Matrix Code: 03
Citation: 570.201(c)
National Objective: 570.208(a)(2) – Low/Mod Limited Clientele

Description:

Connect site to City water services for fire sprinkler installation and irrigation. In addition connection to water services will allow installation of water lines to restrooms. Funds will also restore and convert Men and Women's Restroom to historically accuracy and meet ADA requirements. Lastly funds will install an ADA parking space and walkway.

- 4) Program: New Affordable Housing Project for Families
Agency: Friends of the Mission

Funding Amount: \$25,000
HUD Matrix Code: 15 (code enforcement)
Citation: 570.202 (c)
National Objective: 570.208 (a)(1)

Description:

This project will include structural and aesthetic site improvements benefiting residents and the surrounding neighborhood. CDBG funds will repair the parking area, include an ADA parking spot, installing a shade structure, repairing clothing lines, repairing the property's fence and replacing signage to meet up to date requirements.

FUNDS FROM PREVIOUS YEARS:

There is some funding for capital improvement projects that will carry over from year-to-year. These programs, the amounts being carried into 2012-13, and the year the funds were originally allocated are all listed below.

- 1) Program: St. John's ADA Compliance
Year: 2010-2011;2011-2012
Carry-over amount: \$490; \$15,000
- 2) Program: City of Woodland ADA Accessibility
Year: 2011-2012
Carry-over amount: \$84,731.46
- 3) Program: YCCC-Supp Hous Rehab
Year: 2009-2010
Carry-over amount: \$45,227.90
- 4) Program: COW Water Assist
Year: 2010-2011
Carry-over amount: \$7,140
- 5) Program: COW Series Street Light Replacement
Year: 2011-2012
Carry-over amount: \$157,034.66
- 6) Program: Cottonwood Meadows Rehab Project
Year: 2010-2011
Carry-over amount: \$43,000
- 7) Program: YCCC Supportive Housing Rehab.
Year: 2009-2010
Carry-over amount: \$45,227.90
- 8) Program: YCCC Haven House Repairs

Year: 2011-2012
Carry-over amount: \$39,199

9) Program: COW Substandard Housing Program
Year: 2011-2012
Carry-over amount: \$12,000

10) Program: Cityreach Group of Woodland, Inc.
Year: 2011-2012
Carry-over amount: \$6,000

GENERAL PRIORITIES FOR ALLOCATING INVESTMENT GEOGRAPHICALLY

The City will focus program activities and projects in low- and moderate-income target areas, some projects include: ADA Accessibility Program, Sac Valley Historic RailwaysSt. John's Retirement Village weather walkway, Cottonwood Meadows Rehab (cont.) and, for example. This year's funding program will vary from previous years when we had the benefit of redevelopment tax increment funding. Effective February 1, perAB 1x 26, the state of California dissolved all redevelopment agencies. The city of Woodland has taken on the role of Successor Agency to "wind down" the business of the Woodland Redevelopment Agency. Unfortunately this is a significant "hit" to subsidizing housing and other CDBG eligible projects and programs. Program activities that benefit low- and moderate-income individuals and households, including public service and housing rehabilitation activities, will be available on a city-wide basis to income-eligible households. . (Referenced areas can be found on maps in **Appendix E—see three maps figures 1-3**).

RELATIONSHIP OF ACTIVITIES TO FIVE-YEAR GOALS AND STRATEGIES

HOUSING STRATEGY –City staff will modify the Comprehensive Plan to reflect the statutory changes caused by AB 1x 26 and subsequent bills before California lawmakers.

STRATEGY: Utilize the City's Inclusionary Housing Ordinance and First-time Homebuyer Program to promote the development of affordable ownership and rental housing

Goal: The City will work to develop at least 75 Multi-family and/or single-family affordable housing units over the next five years and revise the Inclusionary Housing Ordinance to increase homeownership opportunities.

Expected Outcome for 2012-2013: Staff is working with the Sacramento/Yolo Mutual Housing Association on the construction of a new 101-unit apartment complex in the Spring Lake Specific Plan Area. In July 2010, the Woodland City Council approved up to \$910,000 in funding assistance for the project through the City's Spring Lake Affordable Housing Fund. Units will be available to low, very-low and extremely-low households. Funding is expected to be completed by Summer 2012 with construction beginning in late 2012 or Spring 2013.

STRATEGY: Maintain and Improve Affordable Housing Monitoring program for rent-restricted units.

Goal: The City will continue to annually monitor the current inventory of more than 1,131 affordable multifamily rental units/apartments and senior designated housing units.

Expected Outcome for 2012-2013: City staff will continue to annually monitor the current inventory to be sure that the affordability restrictions are met. Activities will include on-site monitoring visits to affordable multi-family projects and mailings to owner-occupied affordable units to verify continued residency.

STRATEGY: Partner with for-profit and non-profit housing developers for the development and/or rehabilitation of affordable housing by exploring various funding mechanisms including Federal Tax Exemption Bonds, Mortgage Revenue Bonds, Low Income Housing Tax Credits, Section 108, Redevelopment Agency Set Aside Tax Increment financing, State of California HOME funds, other new grant programs as they become available, and private financing.

Goal: The City will work to develop or rehabilitate 100 affordable housing units over the next five years.

Expected Outcome for 2012-2013: Staff has been working with the Sacramento/Yolo Mutual Housing Association for the construction of a 101-unit apartment building. This project has secured State Serna funding as well as USDA Funding and rental assistance. In July 2010, the Woodland City Council approved up to \$910,000 in funding assistance for the project through the City's Spring Lake Affordable Housing Fund. In addition, staff will be working with Capital Valley Investment group for the acquisition and rehabilitation of the Crossroad Villages apartments located at 555 Matmor. To date, the City would assist the developer in securing tax credits through the California Tax Credit Allocation Committee.

STRATEGY: Preserve the City's existing housing stock for owner-occupied low- and moderate-income single-family residential units through the CDBG and other State funded Residential Rehabilitation Loan and Grant programs.

Goal: Rehabilitate 5 units over the next five years.

Expected Outcome for 2012-2013: The City hopes to rehabilitate at least one owner-occupied unit in 2012-2013. Few applications have been received over the past year.

STRATEGY: Continue to contract with a Fair Housing Agency to provide a variety of fair housing services including landlord tenant counseling and fair housing education.

Goal: Assist approximately 500 Woodland households with discrimination allegations, dispute, counseling and education and outreach during the five years of the Plan.

Expected Outcome for 2012-2013: The City maintains its contract with Legal Services of Northern California (LSNC) to provide fair housing services. Under the contract, residents and landlords can call LSNC and ask questions in regards to fair housing. LSNC also presents an annual Fair Housing Workshop, generally in April as part of Fair Housing Month, to inform residents and landlords of various fair housing issues of interest. LSNC is also a resource to City Staff and routinely reviews new policies and procedures to ensure they do not violate fair housing laws.

HOMELESSNESS

STRATEGY: Work with the County Homeless Coordinator and County Homeless Coalition to identify housing programs, support services and homeless prevention programs to address the needs of the homeless.

Goal: Ensure that homeless programs are effectively operated, new programs are added to meet gaps in services, and continue to partner in the Homeless Coordinator Project.

Expected Outcome for 2012-2013: The City supports the County Homeless Coordinator by providing funding for the position. The City also prioritizes at least 40 percent of its CDBG funding for Public Services for emergency food and shelter programs which directly benefit homeless or those at-risk of homelessness.

STRATEGY: Continue to fund agencies that provide emergency housing assistance and support services to assist the homeless and persons threatened with homelessness.

Goal: Assist approximately 1,000 Woodland residents during the five years of the Plan.

Expected Outcome for 2012-2013: The City prioritizes 40 percent of the Public Services portion of CDBG funding for emergency food and shelter programs. For 2012-2013 the recommended grant amounts equals \$24,255.

PUBLIC FACILITIES AND INFRASTRUCTURE

STRATEGY: Work with the Public Works Department to identify urgent water, sewer, or storm water improvements in low- and moderate-income neighborhoods.

Goal: Complete one infrastructure improvement project over the next five-year period.

Expected Outcome for 2012-2013: CDBG staff will work closely with the Public Works Department to determine an eligible project.

STRATEGY: Construction or rehabilitation of public facilities providing health and youth services.

Goal: Construct public facility improvements at a minimum of three such facilities during the next five years.

Expected Outcome for 2012-2013: The Yolo County Care Continuum will make repairs to the New Haven House that provides transitional housing to families and individuals.

STRATEGY: Continue the City's activities and efforts to remove materials and architectural barriers that restrict the mobility and accessibility of elderly and handicapped persons to public facilities within the City.

Goal: Complete five public improvement projects over the next five years to remove architectural barriers.

Expected Outcome for 2012-2013: The St. John ADA Compliance, and City of Woodland ADA Accessibility project will remove architectural barriers and the specific service facilities and city-wide. The City's ADA Accessibility project will be focused on priority corridors in the City, located throughout the Beamer St. and Cottonwood corridors.

PUBLIC SERVICES

STRATEGY: The City will continue to fund agencies that provide assistance to the homeless population.

Goal: Provide emergency food, shelter and mental health services to over 5,000 homeless individuals or those "at-risk" of homelessness over the next five years.

Expected Outcome for 2012-2013: Provide a portion of the CDBG Public Services funds aimed at programs that assist the homeless and those at-risk of homelessness. These programs include New Affordable Housing Project for Families provided by Friends of the Mission, S.T.E.P. provided by the Woodland Literacy Council, New Dimensions Supported Housing provided by Yolo County Care Continuum, and the Yolo County Emergency Shelter provided by the Yolo Wayfarer Center.

STRATEGY: The City will, with the assistance of local agencies, continue to support youth programs to primarily very low-, low- and moderate-income youth and families as a means of improving the quality of life and prevent youth from engaging in criminal activity or substance abuse.

Goal: Assist approximately 50 Woodland residents annually during the five years of the Plan.

Expected Outcome for 2012-2013: Both the S.T.E.P, and Teen Success programs will assist Woodland youth throughout program year 2012. – **The Sanctuary and Progress on City Rec Scholarship**

STRATEGY: The City will, with the assistance of local agencies, continue to support health services to primarily very low-, low-, and moderate-income individuals and families, and special needs populations such as victims of domestic violence, the homeless and mentally ill.

Goal: Assist approximately 300 Woodland residents annually during the five years of the Plan.

Expected Outcome for 2012-2013: St. John's Retirement Village will remove safety hazards and build a weather walkway to improve its infrastructure. This project will improve and expand health services for low- and moderate-income persons in Woodland. CommuniCare's Peterson Clinic will provide primary medical care for uninsured children and adults living in Woodland.

STRATEGY: The City will partner with local agencies to provide job training or other employment-like services to assist low- and moderate-income individuals in obtaining a new job.

Goal: Participate on the Workforce Investment Board (WIB).

Expected Outcome for 2012-2013: The S.T.E.P program provides literacy training required for employment opportunities. The Economic Development Manager is a member of the WIB Board. Staff work closely with S.T.E.P. staff to assist with job placement, business development and assist with displaced workers.

STRATEGY: Explore the possibility of establishing a Neighborhood Revitalization Area to maintain and improve a low- and moderate income neighborhood in Woodland through code enforcement, graffiti removal, and crime awareness services.

Goal: Establish a Neighborhood Revitalization Area if it is found to be feasible.

Expected Outcome for 2012-2013: Collaborate with the Woodland Police Department, and code enforcement and planning staff to propose possible revitalization area boundaries. – IS THIS

ECONOMIC DEVELOPMENT

STRATEGY: Provide assistance to developers via CDBG Section 108, CDBG, and other financing tools appropriate to support economic development objectives.

Goal: Provide financial assistance to two development projects and/or business assistance over the next five years.

Expected Outcome for 2012-2013: City staff will assist developers that bring forward projects in the Woodland Redevelopment Project Area.

STRATEGY: Despite the dismantling of all Redevelopment Agency's throughout California, Woodland will continue to preserve and renovate existing historic commercial buildings as stated in the Façade Improvement Program.

Goal: Rehabilitate two units over the next five years.

Expected Outcome for 2010-2012: The Historic Woodland Train Depot restoration project will improve the facility's infrastructure premises in addition to completing two ADA improvement projects. All components of the project will help the Historic Woodland Train Depot open to the public.

STRATEGY: Provide financial assistance to for-profit entities/business to carry out an economic development project, such as expansion of the business. An appropriate member of the business must have completed the Entrepreneurial Business Development class at Woodland Community College and/or developed an acceptable business plan.

Goal: Provide financial assistance to two businesses to either start-up or expand the business over the next five years.

Expected Outcome for 2012-2013: Continue to work with the Small Business Development Center to identify possible businesses that might benefit from this assistance.

MONITORING

CDBG Program Activities – In 2007-2008 the City revised and updated its CDBG Monitoring Policies and Procedures based on HUD guidelines. The policies and procedures include detailed requirements for desk and on-site monitoring of subrecipients' programs, construction project monitoring, and consultant oversight. An annual calendar for project and program monitoring was developed to insure timely completion of CDBG monitoring. In addition, CDBG staff monitors all programs and financial activities on a monthly/quarterly basis, as appropriate.

Financial Monitoring – All project costs are paid on a reimbursement basis, rather than paid in advance. A request for reimbursement is required to have appropriate documentation attached to verify all expenditures.

A combination of data from the request and the program activities report provides the data necessary to input data into the IDIS system. Collecting this data throughout the program year is very helpful in compiling year-end reports. Requiring documentation for reimbursement allows the City to closely monitor program requirements and ensure program goals are being met.

Davis-Bacon Compliance – Davis-Bacon regulations require contractors and subcontractors to pay federal prevailing wage rates to employees in various labor classifications. These regulations are written out in the CDBG agreements between the City and the subrecipients. Compliance with Davis-Bacon standards is monitored through preconstruction conferences, on-site interviews, and labor compliance monitoring. City staff consult with specialist to be sure City staff are current with regulations and review of documents is accurate.

Environmental Review – Each project that is budgeted is first reviewed for compliance with the National Environmental Protection Agency regulations (NEPA). California Environmental Quality Act (CEQA) regulations may also apply. Projects that are community service in nature are exempt from NEPA. Projects that require further investigation after their environmental review are researched using feedback from environmental agencies. For projects that fall in this category, a description of the project is sent to the State Historic Preservation Office and to other applicable regulatory agencies for consultation. Once required consultations have been completed and any mitigation measures identified, the City prepares the appropriate paperwork, including the Statutory Worksheet and publishes a combined NOI/RROF and/or a Finding regarding impacts (if the project is an Environmental Assessment [EA]). Once environmental clearance has been obtained, the project can move forward to the City of Woodland Planning Commission or City Council and/or bid, etc., as appropriate. All environmental reviews are monitored by Community Development Department staff.

FAIR HOUSING

In fiscal year 2012-2013, the City will continue its contract with Legal Services of Northern California to provide fair housing services for the City of Woodland through the Fair Housing Hotline Project. This program will continue to provide free information and advice on fair housing issues, case intake/complaint processing, and fair housing counseling investigation of alleged fair housing violations. Other services include fair housing education/outreach activities for rental property owners, managers,

and consumers. During Fair Housing Month, the City annually hosts (in partnership with the Yolo County Housing Authority) the Fair Housing Workshop for housing providers and consumers.

OTHER ACTIONS

In the following paragraphs, the City describes actions it will take during the next year to address other pertinent issues.

OBSTACLES TO MEET UNDERSERVED NEEDS – SECTION ON REDEVELOPMENT AGENCY

The City of Woodland is confident in the level of communication and contact that exists between various social services, housing, and economic development service providers. Information and referral services are provided to citizens upon request. The City always works to assist citizens in obtaining the information they require to meet their housing and supportive service needs.

The City has not identified any gaps in the City's Housing and Community Development programs and services provided. However, because the level of demand for these programs exceeds the supply of funding to meet the demand, City staff has committed to work with interested applicants to ready their projects for CDBG funding and improve their applications so they will be more competitive next year.

FOSTER AND MAINTAIN AFFORDABLE HOUSING

The City continues to explore opportunities to develop affordable housing through collaborative efforts with both for-profit and non-profit developers. The need for affordable housing is increasing and the City of Woodland will continue to be at the forefront of the creation of quality affordable housing. The City utilizes all available resources to foster and maintain affordable housing within the community. The City will also continue creating affordable housing through its Inclusionary Housing Program.

LEAD-BASED PAINT HAZARD REDUCTION

In 2012-13, the City of Woodland will continue to take action to evaluate and reduce lead-based paint hazards, including disseminating information through the service-provider agencies, securing funding to assess lead hazard risk in CDBG-funded facilities, remediating lead hazards in CDBG-funded facilities, and cooperating with the County Health Department in promoting comprehensive health programs, risk screening, public education and prevention.

The City will take the following actions during FY 2012-2013 to reduce lead-based paint hazards:

- Require all CDBG-funded construction projects to comply with HUD lead-based paint hazard reduction requirements;
- Provide technical assistance to people undertaking home improvement projects to avoid exposure to lead-based paint hazards.

REDUCTION OF BARRIERS TO AFFORDABLE HOUSING -

Of the barriers identified in the Strategic Plan, the greatest barriers continue to be lack of affordable land, the cost of construction, and the cost of financing. The following actions will be taken in 2012-

2013 to reduce the barriers to providing the City of Woodland with an adequate amount of affordable housing.

Actions taken by the City can have a significant impact on the price and availability of housing in Woodland. A number of barriers to affordable housing, such as the cost of construction, land costs, and the cost of capital, are beyond the City's control. The City of Woodland uses all available funding sources to help alleviate this financial barrier. The City will continue to foster these resources to encourage the development, improvement and retention of affordable housing. In July 2010, the Woodland City Council approved up to \$910,000 in funding assistance through the City's Spring Lake Affordable Housing Fund for the Mutual Housing at Spring Lake project, a 101-unit affordable housing project. The City is assisting the project's developer, Sacramento/Yolo Mutual Housing Association, with securing tax credits through the California Tax Credit Allocation Committee. If the developer's tax credit application is successful, construction of Mutual Housing will begin in late 2012 or in Spring 2013. Additional assistance from the City will include the deferral of development impact fees.

In 2004-2005, the City adopted an Inclusionary Housing Ordinance requiring all single-family developments over eight units include at least 10 percent of their units as affordable to households at or below 80 percent of area median income. This percentage is increased to 30 to 35 percent for multifamily properties. In November 2007, the City revised its Inclusionary Housing program guidelines to assist moderate-income households, those who earn up to 120 percent of area median income as well as those earning 80 percent of area median income.

In response to the growing need for first-time homebuyer assistance and the increasing cost of homes in Yolo County, the City has increased the cap for the HOME-funded first time homebuyer program to provide up to the HUD 221(d) 3 limits per unit, based on number of bedrooms. While this does reduce the number of households assisted, the alternative could possibly be that unless the assistance cap was increased no affordable housing assistance would be provided via the city's first time homebuyer program, which is funded by State of California HOME program. In previous years, the City had increased its maximum loan amount available for housing rehabilitation from \$60,000 to \$75,000.

The City continues to do its part to work closely with non-profit and for-profit developers to secure alternative funding sources to aid in the construction of affordable housing. In the past, the City and its partners have been successful in securing HOME funds, State HELP funds, Mortgage Revenue Bonds, Low Income Housing Tax Credit Equity, MPROP (State Assistance for Mobile Home Parks), Mortgage Credit Certificates, Affordable Housing Program (AHP), Multifamily Housing Program (MHP) and transportation funds through the Sacramento Area Council of Governments' (SACOG) Community Design Grant to pay for offsite infrastructure improvements for affordable housing projects. The City anticipates that as the need for affordable housing increases, the City will have to secure more of these competitive funding sources. In the 2006-2007 program year, the City was able to secure a HOME loan from the State for a 44-unit very low-income apartment complex, a \$1.25 million HELP Loan from the state to aid in the acquisition and rehabilitation of a 68-unit senior rental complex, as well as \$168,500 to aid in the construction of the community room at the Terracina Spring Lake Family Apartments. In 2007-2008, the City secured \$700,000 in First Time Homebuyer Assistance from HCD to be used for first-time homebuyers in the City's Inclusionary Housing Program. The City will also continue to work in partnership with the Yolo County Housing Authority to administer the Section 8 Program and oversee public housing projects. The City of Woodland and USA Properties was successful in obtaining 17 Section 8 project-based vouchers for Fair Plaza East from the Housing Authority.

ANTI-POVERTY STRATEGY

As discussed in the Consolidated Plan, the level of poverty in the City of Woodland is an estimated 11.9 percent. Of the 5,787 individuals living below the poverty level, 3,671 were adults and 2,116 were less than 18 years of age. In addition, 358 seniors were estimated to be below the poverty line.

The following have been identified as major factors that work to create poverty:

- Lack of education;
- Lack of marketable job skills;
- General unemployment;
- Low wages;
- Lack of affordable child care;
- Substance abuse; and
- Lack of reliable transportation.

For FY 2012-2013, the City will continue the following ongoing programs to address poverty in the City:

- The City of Woodland will continue programs for economic revitalization in the City's redevelopment project area including the Historic Downtown Core to encourage appropriate commercial and industrial development, as well as business retention.
- The City will continue to work with the Yolo County Employment Development Department (EDD) and Workforce Investment Board to implement the One-Stop Shop for people to gain access to available jobs and assist with job displacement as businesses close or downsize in the current economy.
- The City plans to support existing social services and housing activities to better address the needs of extremely low and low-income households to promote self-sufficiency. In the 2012-2013 the City is funding the Yolo County Care Continuum, Yolo Wayfarer Center and Legal Services of Northern California which provides transitional housing, emergency shelter facilities and legal counseling, to families and individuals in danger of being evicted from their homes or those already homeless.
- Minimize homelessness in the City by improving referrals of homeless and those at-risk of homelessness to homeless shelters and service agencies which offer programs to increase self-sufficiency. In 2012-2013 the City has reserved a majority of its Public Service funds to support specific programs that supply residence with adequate food and shelter. These programs provide the City's homeless population with resources to ensure they can meet basic human needs. (A list of organizations involved in the homeless coalition can be seen in **Appendix G**).
- Look at priority City needs that may be addressed with CDBG funds.

STRUCTURES TO ENHANCE COORDINATION IN THE COMMUNITY

During the 2012-2013 program year, the City will continue to:

- Ensure adequate coordination between public agencies, private entities, and community residents;
- Encourage non-profit agencies and for-profit and non-profit housing developers to be active in the housing and community development process
- Develop a close working relationship with Yolo County Housing, other departments in Yolo County, and the Yolo County Continuum of Care (A list of programs and services can be found in **Appendix I**);
- Work closely with service providers in the City to encourage collaboration.

It is recognized that these kinds of collaborative efforts can help the City and the various agencies to maximize service and needed funding, while minimizing administrative costs.

PUBLIC HOUSING –

The City of Woodland collaborates with Yolo County Housing (YCH), the housing authority serving Yolo County, to provide for assisted housing needs in the City. YCH currently provides 436 Housing Choice Vouchers to Woodland residents and operates 132 public housing units, 48 HUD multi-family units, and a four-bed transitional housing unit. YCH's non-profit subsidiary, New Hope Community Development Corporation, operates 47 senior rent restricted and market rate units and 44 affordable tax credit townhomes.

City staff will continue to develop its relationship with Yolo County Housing and assist in developing programs in Woodland. YCH has proven to be a valuable partner in assisting the City with providing affordable housing. New Harmony, a non-profit arm of YCH, was an active participant on the Rochdale Grange Project. In addition, the City is working with YCH trying to preserve Crosswoods Village, an expiring Section 8 apartment complex in Woodland. (A list of programs and services can be found in **Appendix G**). – Updated info from Housing

APPENDIX A

COMMUNITY DEVELOPMENT NEEDS TABLE

2012-2013 COMMUNITY DEVELOPMENT NEEDS TABLE

Community Development Needs		Priority Needs	Plan to Fund?	Fund Source
Public Facilities	68.Senior Centers	M	\$25,000	CDBG
	69.Youth Centers	M	Yes	CDBG
	70.Neighborhood Facilities	M		
	71.Child Care Centers	L		
	72.Parks/Recreational Facilities	M		
	73.Health Facilities	M	Yes	CDBG
	74.Parking Facilities	L		
	75.Other Public Facilities	H	\$64,921	CDBG
Infrastructure Improvement	76.Solid Waste Disposal	L		
	77.Flood Drainage	H		
	78.Water	H		
	79.Street	M		
	80.Sidewalk	M	\$150,000	CDBG
	81.Sewer	L		
	82.Asbestos	M		
	83.Other			
Public Service	84.Senior Services	H		
	85.Handicapped Services	H		
	86.Youth Services	H	\$6,500	CDBG
	87.Transportation Services	H		
	88.Substance Abuse Services	H		
	89.Employment Training	H	\$6,500	CDBG
	90.Crime Awareness	M		
	91.Fair Housing Counseling	M	\$10,000	CDBG
	92.Tenant/Landlord Counseling	M		
	93.Child Care Services	M		
	94.Health Services (Counseling)	H	\$7,000	CDBG
	95.Other (Homelessness & Sp. Needs)	H	*\$31,000	CDBG

Community Development Needs		Priority Needs	Plan to Fund?	Fund Source
96. Accessibility		H		
97. Residential Historic Preservation		L		
98. Non-Residential Historic Preservation		L		
99. Economic Development Needs		H		
100. Other Community Development Needs (Water Assistance)			\$6,000	CDBG
101. Planning		M		
TOTAL ESTIMATED DOLLARS NEEDED				

- *\$6,000 – Yolo County Care Continuum + \$25,000 – Friends of the Mission + \$9,136 – Yolo Wayfarer Center

APPENDIX B
PUBLIC NOTICES

APPENDIX C
LIST OF PROJECTS
(Table 3C)

APPENDIX D
HUD CERTIFICATIONS

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction.

Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

City Manager

Title

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2012-2013, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a

source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

Date

City Manager

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. *Lobbying Certification*

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. *Drug-Free Workplace Certification*

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

City of Woodland
300 First Street
Woodland, CA 95695
County of Yolo

Check X if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 21.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

APPENDIX E

CDBG MAPS

(from Consolidated Plan)

HOMELESS COALITION

	Organization	Address	Phone Number
	Yolo County Department of Employment and Social Services	120 W. Main Street Woodland, CA 95776	(916) 375-6200
1	Yolo Wayfarer Center	201 Fourth Street Woodland, CA 95776	(530) 661-1218
2	United Christian Center – Broderick Christian Center	110 Sixth Street West Sacramento, CA 95605	(916) 372-0200
3	Food Bank of Yolo County	1244 Fortna Avenue Woodland, CA 95776	(530) 668-0690 1-800-621-3086
4	Short Term Emergency Aid Committee	P.O. Box 1047 Davis, CA 95617	(530) 661-3444 (530) 758-5444
5	Davis Community Meals	640 Hawthorne Lane Davis, CA 95616	(530) 756-4008 (530) 753-9204
6	Yolo County Sexual Assault And Domestic Violence Center	933 Court Street Woodland, CA 95695	(530) 661-6336
7	Families First Yolo Crisis Nursery	Administrative Office 2100 Fifth St. Davis, CA 95616	(530) 758-6680
8	Woodland Youth Services	Administrative Office 9 Woodland Avenue Woodland, CA 95695	(530) 666-4622
9	Community Housing Opportunities Corporation	1490 Drew Avenue, Suite 160 Davis, CA 95616-6136	(530) 757-4452
10	Yolo Community Care Continuum	1950 5th Street Davis, CA 95616	(530) 758-2160

APPENDIX F

ORGANIZATIONS INVOLVED IN THE HOMELESSNESS COALITION

APPENDIX G

CONTINUUM OF CARE LIST OF PROGRAMS

PROGRAMS AND SERVICES

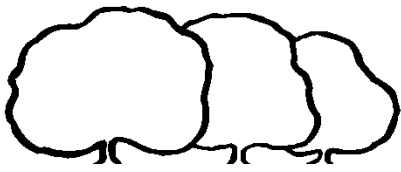
Organization	Program Description
Food Programs	
Yolo Wayfarer Center 201 Fourth St. Woodland, CA (530) 661-1218	Free meals, grocery distribution
Community/Senior Center 2001 East Street, Woodland, CA 95695 (530) 661-2010	Elderly Nutrition Program/Meals on Wheels.
Food Bank of Yolo County 1244 Fortna Ave. Woodland, CA (530) 668-0690	Provides grocery distribution on Fridays from 8:00 a.m. to 9:00 a.m. Distribution is at the agency's warehouse.
Woodland Volunteer Food Closet 509 College St., Woodland, CA (530) 662-7020	Clients must obtain referral from county or social service providers.
Eviction Prevention and First Month's Rent	
Short Term Emergency Aid Committee (530) 758-544	Provides rent payments for very-low income families with emergencies to keep them from being evicted from their homes. Also provides funds for first month's rent and the deposit to move into permanent housing. Provides motel vouchers in need of temporary shelter. Agency referral needed.
Emergency Shelter Programs	
Yolo Wayfarer Center 201 Fourth St. Woodland, CA (530) 661-1218	Day shelter services include phones, showers, mail, laundry and referrals. Provides Cold Weather Shelter during the winter months (mid-November through early-March). Cold Weather Shelter check-in is at 1:00 p.m.
Sexual Assault and Domestic Violence Center (530) 661-6336	Provides emergency shelter and supportive services for victims of sexual assault and domestic violence.
Yolo Crisis Nursery FamiliesFirst, Inc.	Provides a safe haven for children less than 6 years of age, while parents (caregivers) experiencing high levels of stress or significant hardship are provided with support and resources to resolve the crisis or cope with

Organization	Program Description
Administration Office 2100 Fifth St. Davis, CA 95616 (530) 758-6680 1-888-281-3000 (24-hour parent support line) www.familiesfirstinc.org	stress. Children may stay up to 30 days.
Transitional Housing	
Yolo Wayfarer Center (530) 661-1218	Provides transitional housing for families and single adults. Includes supportive services through a case-management approach.
Permanent Supportive Housing	
New Dimensions Supportive Housing	Provides cooperative living opportunities in Woodland. Residents have their own room and do their own shopping and cooking. Weekly meetings are facilitated by Yolo Community Care Continuum (YCCC) and the County Department of Alcohol, Drug, and Mental Health Services (ADMH). One monthly payment includes rent, utilities, cable, maintenance, furniture and major appliances.
East Yolo House West Sacramento	Provides a structured day rehabilitation program with a focus on developing independent living skills through peer counseling and mental health support. A drop-in service is provided on weekday afternoons and on Saturday.
Haven House Woodland	Provides a structured day rehabilitation program that focuses on developing independent living skills and includes peer support, employment opportunities, and time to socialize.
Safe Harbor Woodland	A short-term residential treatment program, providing crisis intervention in a supportive, group living environment. The program's goal is to reduce the length of time an individual must stay in the hospital during a mental health crisis.
Permanent Housing	
Community Housing Opportunities Corporation 5030 Business Center Drive, Suite 260 Fairfield, CA 94534 (707) 759-6043 www.chohousing.org	Provides permanent housing opportunities for very low, low and moderate-income households, including seniors. A Resident Services Program also provides residents with supportive services aimed at promoting self-sufficiency, personal growth and community involvement.
Habitat for Humanity (530) 668-4301	Provides funds and recruits volunteers to build and rehabilitate houses for the lowest possible cost. Houses are sold to very low-income household earning less than 50% of the median income for the county.

Organization	Program Description
	Prospective homeowners put in 500 hours of “sweat equity” working on their own home Habitat then sells them the house at low cost via a 0% interest mortgage held by Habitat.
Yolo Mutual Housing Association (530) 297-1032	Provides affordable housing based on the mutual housing model. This model offers residents key roles in decision that affect their quality of life and financial stability through participation in resident councils.
Supportive Services/Programs	
Beamer Street Detox Ctr. Woodland, CA (530) 666-8655	Alcohol and drug treatment center and substance abuse services.
Broderick Christian Center 110 Sixth Street West Sacramento (916) 372-0200 ext. 104	Children Development Program – provides early child development services to working or training low-income families in Yolo County on weekdays from 7:30 a.m. to 5:30 p.m. Transportation Program – Provides transportation to and from individual and work programs for customers of community and county agencies. One bus is wheelchair accessible.
CommuniCare Health Centers, Peterson Clinic 8 North Cottonwood St. Woodland, CA 95695 (530) 666-8960 (med) (530) 666-8954 (dental)	Provides outpatient primary care medical services, walk-in services, health services, prenatal care, childhood immunizations, confidential HIV testing, dental clinic, teen clinic.
County Health Dept. HIV/AIDS Services Peterson Clinic 8 North Cottonwood St. Woodland, CA 95695 (530) 666-8960 (med)	Provides AIDS education and prevention, outreach services, HIV positive client services and case management.
Legal Services 619 North Street Woodland, CA (530) 662-1065	Legal assistance for low-income individuals and families.
Public Health AIDS Prog. 120 W. Main Street Woodland, CA 95695	Offers confidential and anonymous testing for HIV, and AIDS education and prevention.
Short Term Emergency Aid Committee	Living Assistance (Helping Hand) Program – provides small grants to assist individuals and families pay for essential daily expenses (e.g., medical

Organization	Program Description
(530) 758-544	prescriptions, Legal documents, transportation, etc.) Utility Assistance Program – Provides utility payments for very-low income families and vulnerable individuals who are suffering a temporary economic hardship.
Yolo Community Care Continuum (530) 758-2160	Provides services to the individual needs of Yolo County residents with a serious mental illness.
Yolo County Dept. of Alcohol, Drug and Mental Health Services 14 N. Cottonwood Woodland, CA (530) 666-8630	Prevention, treatment and rehabilitation of mental health and substance abuse disorders and disabilities experienced by Yolo County residents.
Yolo Family Resource Ctr. 409 Lincoln Ave. Woodland, CA 95695 (530) 406-7221 yolofrc.org	Provides families with resource information and referral to appropriate services. Referrals are provided to public health nursing, consultation and case management, parent/child interactive classes, teen parenting and support groups.
Yolo Wayfarer Center (530) 661-1218	Clothing - Provides clothing vouchers for those in need. Program staff is available Monday through Friday from 1:00 p.m. to 4:00 p.m.
Yolo Wayfarer Center Walter House (530) 662-2699	Provides residential drug treatment for homeless individuals. Includes 30, 60 or 90-day intensive recovery programs that require a 40-day per week commitment.
Job Training/Employment Assistance	
Woodland One-Stop Career Center 25 North Cottonwood St. Woodland, CA 95695 (530) 661-2750	Provides career assessment, job search, resume, applications assistance, interview preparation, job training, and recruitment assistance to employers, internships, on-the-job training and career workshops.
CalWORKS Employment Dept. of Employment and Social Services 25 North Cottonwood St. Woodland, CA 95695 (530) 669-2390	CalWORKS employment services (Welfare-to-Work) is a program designed to help people on public assistance become employed. Program offers job services, job search workshop, access to phones and job leads, training and education and pays transportation and child care for participants.
Workforce Investment Act 25 North Cottonwood St. Woodland, CA 95695	Provides employment and training seminars to adults and youth with guidance from the Workforce Investment Board.

Organization	Program Description
(530) 661-2750	
Youth Employment Program (530) 661-2750 ext. 2642	Provides employment and training services to youth 14-21 years old.



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Approve Amendment One to the SLIF Reimbursement Agreement for
Subdivision 4675, Parkside

Report in Brief

Standard Pacific Corporation, the developer for Subdivision No. 4675 (Parkside), is requesting an amendment to the Spring Lake Infrastructure Fee (SLIF) reimbursement agreement of \$460,630. This amount is greater than the 15% adjustment that was authorized by Council when the reimbursement agreement was originally approved. This amendment request is based on the Developer's internal audit of their project documents and their desire to amend the SLIF reimbursement request prior to completion of the development project. This adjustment is not significant considering that most of the increase is due to the identification of items that are already in the SLIF.

Staff recommends that the City Council 1) approve Amendment One to the Agreement with Standard Pacific Corporation Regarding Reimbursement of the Spring Lake Specific Plan Improvements by the City of Woodland dated March 29, 2011, 2) authorize the City Manager to sign on behalf of the City, and 3) further authorize the City Manager to sign follow on minor amendments to reflect actual costs on behalf of the City, up to 10% of the value of the amended SLIF Reimbursement Agreement.

Background

The common infrastructure in the Spring Lake Specific Plan area is funded through a per unit fee known as the Spring Lake Infrastructure Fee (SLIF). In cases where a development constructs additional common improvements in an amount greater than the fees generated by the development the developer may be reimbursed by future fees collected. The SLIF Reimbursement Agreement defines the estimated amount owed to the developer based on eligible common improvements and allows for the developer to acquire a like amount of SLIF credits.

Along with Final Subdivision Map 4675 (Parkside) and other agreements, the SLIF Reimbursement Agreement was approved by Council on February 15, 2011 in the amount of \$1,713,043.98. The City Manager was authorized to make changes up to 15% of this amount to account for actual costs. The costs were based on the developer's engineer's estimate of construction costs. The Developer is

now 90% complete with construction of improvements and has also performed an internal audit of their documents. The developer is now requesting an amendment that is greater than 15% of the original amount. Therefore, Council approval of an amended agreement is required. The total amount of the agreement as revised by Amendment One is \$2,173,674.

Discussion

City staff has reviewed the change in requested items, and after some minor eliminations of non SLIF work has revised the agreement to more accurately reflect the actual cost of SLIF improvements. The changes are necessary due to a combination of omissions in the developer's engineer's estimate, work the engineer left out of the plan, and unforeseen and necessary extra work by the contractor. Of the \$460,630 increase, \$328,550 was for common work on Matmor Road and Sports Park Drive that the developer's engineer mistakenly left off the original engineer's estimate of SLIF improvements, \$124,182 was to correct design omissions in the plans, and \$7,898 was for extra work to construct the sewer on Sports Park Drive. The estimate increase is about 27% which requires approval of the amendment by the City Council. However, the ultimate final reimbursement amount will be based on actual costs supported by developer submitted documentation.

Fiscal Impact

There is no General Fund or City operations budget impact to the City. The SLIF fee reimbursement is funded by a separate developer fee program and the agreement restricts reimbursement to revenues generated only by that program.

Public Contact

Posting of the City Council agenda.

Recommendation for Action

Staff recommends that the City Council 1) approve Amendment One to the Agreement Regarding Reimbursement of the Spring Lake Specific Plan Improvements by the City of Woodland dated March 29, 2011, 2) authorize the City Manager to sign on behalf of the City, and 3) further authorize the City Manager to sign follow on minor amendments to reflect actual costs on behalf of the City, up to 10% of the value of the amended SLIF Reimbursement Agreement.

Prepared by: Bruce Pollard, PE
Senior Civil Engineer

Reviewed by: Brent Meyer, PE
City Engineer/Principal Civil Engineer

SUBJECT: Approve Amendment to the SLIF Reimbursement
Agreement for Subdivision 4675, Parkside

PAGE: 3
ITEM:

Reviewed by: Nicholas J. Ponticello
CDD Director

Paul Navazio
City Manager

Attachment: Reimbursement of Spring Lake Specific Plan Improvements Amendment One

**AMENDMENT 1 TO
AGREEMENT REGARDING
REIMBURSEMENT OF SPRING LAKE SPECIFIC PLAN IMPROVEMENTS
BY THE CITY OF WOODLAND DATED MARCH 29, 2011**

ARTICLE 1. PARTIES AND DATE

This First Amendment to the Agreement Regarding Reimbursement of Spring Lake Specific Plan Improvements dated March 29, 2011 is entered into as of the ____ day of _____, 2012 ("Effective Date") by and between Standard Pacific Corp. a Delaware Corporation with its principal office located at 3650 Industrial Boulevard, Suite 140 West Sacramento, CA 95691 ("Developer"), and the City of Woodland, a California municipal corporation ("City").

ARTICLE 2. RECITALS

2.1 City and Standard Pacific Homes entered into that certain Reimbursement Agreement dated March 29, 2011 ("Agreement"), whereby City agreed to reimburse Spring Lake Specific Plan improvements.

2.2 City and Standard Pacific Homes now desire to amend the Agreement to include additional compensation for items of work not included in the original reimbursement; more particularly described in attachment C to this amendment.

ARTICLE 3. TERMS

3.1 Section 3.1 Purchase Price of the Agreement is hereby deleted in its entirety and replaced with a new Section 3.1 Purchase Price to read as follows:

The total purchase price for the improvements is Two Million One Hundred Seventy-three Thousand, Six Hundred Seventy-Four & 00/100 Dollars (\$2,173,674.00) ("Purchase Price"), which represents those costs reasonably incurred by Developer in constructing the Improvements, as set forth in Exhibit "A" and Summary of Extra costs as set forth in Exhibit "B" attached hereto and incorporated herein by this reference. Notwithstanding any other provision of this Agreement, Purchase Price shall be paid solely by Spring Lake Infrastructure Fee ("SLIF") credits or cash from Spring Lake Infrastructure Fees ("SLIF") collected, cash advanced

by Spring Lake developers, or Master Plan Remainder Area (MPRA) reimbursements. Developer acknowledges that the Purchase Price cannot be paid from the proceeds of bonds issued by a Community Facilities District. For Improvements consisting of items included in the Spring Lake Capital Improvement Program as backbone facilities and land dedicated for public improvements, reimbursement shall be made through fee credits, unless and until such time as the City has collected sufficient SLIF funding and/or cash advanced from developers, provided that if reimbursement is made through fee credits and the City subsequently collects SLIF funding or cash advances, Developer shall not be entitled to exchange the fee credits for cash.

3.2 Continuing Effect of Agreement. Except as amended by this Amendment, all provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this Amendment, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement as amended by this Amendment.

3.3 Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment.

3.4 Counterparts. This Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

NOW, THEREFORE, in consideration of the preceding recitals and the covenants hereinafter contained, the parties agree as follows:

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed as of the date first above written.

CITY OF WOODLAND

Standard Pacific Homes

By: _____
City Manager

by: _____
Eric Anderson

Its: _____
Authorized Representative

ATTEST:

City Clerk

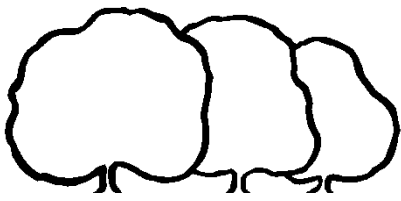
**EXHIBIT A
IMPROVEMENTS TO BE ACQUIRED**

	SCHEDULE					
Item No.	CONSTRUCTION ITEM DESCRIPTION	UNITS	QTY	TOTAL ESTIMATED COST	FUND SOURCE	
	CR 24A-Matmor Road to Pioneer Avenue					
1	Sewer line	LS		\$502,764	SLIF Credits	
2	Storm Drain 60"	LS		\$387,200	SLIF Credits	
3	12" Water Line Constructed	LS		\$122,676	SLIF Credits	
4	12" Water Line Cash in lieu of Construction	LS		\$327,224	SLIF Credits	
5	Traffic Signal	LS		\$38,112.50	SLIF Credits	
6	Overhead, Engineering Etc.	LS		\$325,167.48	SLIF Credits	
	Sub TOTAL			\$1,703,143.98		
	East Street/RD 24A Intersection					
7	Estimated East Street Property Acquisition	LS		\$9,000	SLIF Credits	
8	Soft Costs			\$900		
	Sub Total			\$9,900		
	Total			\$1,713,043.98		

EXHIBIT B

Summary of Extra Work And Revised Reimbursement Agreement

SUMMARY:	Existing Agreement	Change in Amount	Contract Amounts/Cash In-Lieu
Items 1-8 Exhibit A	1,713,044	249,450	1,962,494
Matmor Road (new item)	-	76,781	76,781
East St to Matmor Rd Landscaping (new item)	-	116,899	116,899
Sewer Access Road In-Lieu Payment (new item)	-	17,500	17,500
TOTAL:	1,713,044	460,630	2,173,674



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 15, 2012

SUBJECT: 2011 Water Quality Report

Report in Brief

The City of Woodland is dedicated and committed to providing the highest quality drinking water feasible. Each year, the City samples and analyzes the water supply to ensure the system meets or exceeds all regulatory requirements for health standards. The attached 2011 Annual Water Quality Report educates consumers by outlining and defining the test results and sources for both regulated and unregulated substances and identifies areas of continuing and growing concern for water system reliability.

The results from the 2011 testing and analysis, as outlined in the attached report, reflect that Woodland water continues to meet or exceed all current primary and secondary quality standards without violations. The report is required to be mailed to all municipal water customers in June

Staff recommends that the City Council receive the attached 2011 Annual Water Quality Report.

Background

Per State guidelines the City, as a Water Purveyor, produces and distributes an Annual Water Quality Report to inform consumers of water quality testing results and to address related items or areas of interest to current or future water quality. The attached report was developed using staff input and will be published by Gemini Group LLC for distribution to consumers as inserts in the utility bills. As outlined in the report, drinking water standards are identified as Primary (regulated and enforced for health), Secondary (regulatory recommendations for aesthetics – taste, odor, color), and Unregulated (may be regulated in the future and some are of concern on the other end of the cycle in wastewater effluents). The report addresses the sources, source water assessment, health information, and contact information related to the City's drinking water. The report also identifies future requirements related to water conservation, water supply protection, water hardness and specific constituents of growing concern.

Discussion

The City obtains its water from wells which tap into groundwater aquifers at varying depths throughout the city. Groundwater aquifers are primarily replenished from rain seeping into the soil and becoming trapped at varying depths by impermeable layers (in this region, typically clay deposits). Groundwater replenishment is a slow process for reaching the depths from which we draw our water and the process serves to filter the water from most impurities carried from the surface. The quality of water eventually delivered to customers is largely a function of chemical and mineral leaching and erosion of the geologic formations from which the aquifers flow. Before entering the City system, water is disinfected using small amounts of chlorine.

Protection of groundwater aquifer(s) from contamination is of paramount concern to the City and a continuing focus for pursuing future system reliability. Contaminants that may end up in the water supply primarily come from septic systems, storm water runoff carrying chemicals and other constituents washed from pavements, industrial wastes, animal wastes, fertilizers and pesticides from agricultural and landscaped areas, copper and lead leaching from pipes, and from the chlorine disinfection process itself.

One constituent of concern is nitrate. Nitrate contamination of groundwater comes from fertilizers, industrial waste chemicals, seepage from septic systems and animal manure. Nitrate concentration levels vary throughout the city and vary within each well site at different times and different levels (aquifer zones). However, trends demonstrate nitrate levels are, on average, rising at a concerning number of well sites and the City is taking actions to address this concern.

Fiscal Impact

Staff management and publication and distribution costs are approximately \$5,000 and funded through the Water Enterprise fund (210).

Public Contact

The water quality report will be distributed to residents via their utility bill before July 2012. The report will be distributed to managers of apartments, retirement homes and property managers to be made available to their residents. City departments will also receive English and Spanish copies to make available to the general public. Both the English and Spanish versions of the water quality report will be available through the City website. The City's water supply and reliability focus has been presented (and has been well received) in various forums around the City including the Chamber of Commerce. Continuing public education is planned as the City progresses in addressing system needs.

Recommendation for Action

No action necessary. For information only.

Prepared by: Akin Okupe, P.E.
Senior Civil Engineer

Reviewed by: Doug Baxter, P.E.
Principal Civil Engineer

Reviewed by: Paul Siegel
Acting CDD Director

Paul Navazio
City Manager

Attachment: 2011 Water Quality Report

Surface Water Project Will Improve Water Quality

Improved water quality starts with a better water source. Plans are underway to largely replace groundwater supplies, currently the only source of water for Woodland residents, with higher-quality surface water from the Sacramento River. Water will be softer, easier on water-using appliances, and meet current and future state and federal water quality regulations.

The Woodland-Davis Clean Water Agency (WDCWA)—a joint powers authority of the Cities of Woodland and Davis—was formed in 2009 to finance, build, and operate a regional surface water supply project. The project includes:

- 1. Water intake structure on the Sacramento River
- 2. Pipelines from the intake structure to the water treatment facility
- 3. Regional water treatment facility
- 4. Pipelines from the water treatment facility to Woodland and Davis
- 5. Other repairs and updates to the Cities’ existing local water systems

Design of the regional facilities is expected to be completed by the end of 2012. Construction is slated for 2014–2016. The facilities should be fully operational in 2016. The WDCWA is aggressively seeking state and federal funding to minimize the need for rate increases to support the project. For more information, visit www.wdcwa.com, or call (530) 757-5673.

Protect Your Water Supply — Prevent Pollution of Runoff

Unlike sanitary sewer flows, stormwater and other urban runoff is not treated before it is released to local waterways. Polluted runoff can affect drinking water sources. This, in turn, can affect human health and increase drinking water costs. Please help protect the water supply. Keep chemicals, soaps, and auto fluids out of gutters and storm drains. Minimize the use of fertilizers and pesticides that can wash off and pollute streams or seep into groundwater supplies.

Arsenic in Drinking Water

While your drinking water meets the federal and state standard for arsenic, it does contain low levels of arsenic. The arsenic standard balances the current understanding of arsenic’s possible health effects against the costs of removing arsenic from drinking water. The U.S. Environmental Protection Agency continues to research the health effects of low levels of arsenic, which is a mineral known to cause cancer in humans at high concentrations and is linked to other health effects such as skin damage and circulatory problems.

How Hard Is My Water?

A concentration of 17.1 parts per million (ppm) of hard water is equal to 1 grain per gallon. Woodland’s water can be as high as 500 ppm, which equals about 29.2 grains per gallon. Water hardness does not affect a person’s health but may not be aesthetically pleasing. Over time, water hardness leaves mineral deposits in pipes, fixtures, and equipment which may impact their life expectancy. (See table inside.)

Water Conservation

Join with the City of Woodland in conserving water to meet the state goal of a 20 percent reduction in water consumption by 2020. With water meters being installed and increasing demands on our groundwater aquifer, it is more important than ever to conserve water both to help the environment and to save money. Over 50 percent of water usage in Northern California is for landscaping. As the summer approaches, check your irrigation system for leaks; consider installing a weather-based irrigation controller and replacing some of your turf with low-water-use plants. For more information on home and landscape water conservation and/or to request a water-wise kit and water conservation devices, go to www.cityofwoodland.org/waterconservation.

Annual WATER QUALITY REPORT

Reporting Year 2011

Presented By



City of Woodland

Anualmente la Ciudad de Woodland distribuye un informe a todos los clientes sobre la calidad y el contenido del agua potable para asegurarle que el agua potable es limpia y saludable para beber. Para ver la versión del informe en español por favor visite la página de Internet www.cityofwoodland.org y entre a las secciones: Homepage > Government > Departments > Public Works > Issues & Information > 2011 Water Quality Report.

PWS ID#: 5710006

CA000083

Important Health Information

Some people may be more vulnerable to contaminants in drinking water than the general population. Immunocompromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants may be particularly at risk from infections. These people should seek advice about drinking water from the U.S. EPA/CDC (Centers for Disease Control and Prevention) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at (800) 426-4791 or <http://water.epa.gov/drink/hotline>.

CONTACT US

For more information about this report, or for any questions relating to your drinking water, please phone the Woodland Public Works Department at (530) 661-5962 or send email to pubworks@cityofwoodland.org. Para más información acerca del reporte o si tiene preguntas acerca del agua potable por favor llame al Departamento de Obras Públicas de la Ciudad de Woodland al (530) 661-5962 o envíe un correo electrónico a pubworks@cityofwoodland.org. Property owners, please share this information with your tenants!

Lead in Home Plumbing

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. We are responsible for providing high-quality drinking water, but we cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at www.epa.gov/safewater/lead.

Where Does Your Water Come From?

Woodland’s water supply is pumped from 19 operational groundwater wells located throughout the city to its distribution pipe system. Groundwater comes from rain that seeps down through the soil until it reaches an impermeable layer. Woodland’s water does not pass through a central water treatment facility but is filtered naturally by the sand and gravel as it passes through the aquifers. This is standard practice in well water systems. The only treatment administered is the addition of liquid chlorine (sodium hypochlorite) at the wells, for disinfection. The 0.2 parts per million dosage is typical of water systems throughout the country. Caution should be taken when using chlorinated water for medical uses such as for dialysis machines or when adding water to fish tanks or ponds. For water-quality reasons, the City is planning to receive winter water and most of its summer water from the Sacramento River by approximately 2016.

Get Involved

The City of Woodland periodically conducts public meetings and workshops concerning water issues. The Woodland City Council receives public comments at their regular meetings, which are held on the first and third Tuesdays of each month. For more information, please call the City Clerk at (530) 661-5806 or visit <http://www.cityofwoodland.org/gov/cityhall/council/default.asp>.

Source Water Assessment

The California Department of Public Health requires water providers to conduct a source water assessment (SWA) to help protect the quality of future water supplies. The SWA describes where a water system’s drinking water comes from, the type of polluting activities that may threaten source water quality, and an evaluation of the water’s vulnerability to those threats. The assessment for the City of Woodland’s water, which was completed in December of 2002, found that our groundwater is most vulnerable to present-day land use activities, including agriculture, use of septic systems, gas stations, dry cleaners, and historical contamination plumes from these sources. A copy of the complete assessment report is available at <http://swap.icc.ucdavis.edu/TSinfo/TSources.asp?mysystem=5710006>.

What Does Our Water Contain?

Before we deliver water to your homes, we take many steps to ensure its safety. During the past year, we have taken hundreds of water samples in order to determine the presence of any inorganic, biological, radioactive, volatile organic, or synthetic organic constituents. In response to your concerns, we regularly collect and test other samples from the water sources, the distribution system, and customers’ homes. The tables below show only those contaminants that were detected in the water. Although all of the substances listed here are under the Maximum Contaminant Level (MCL), we believe it is important that you know exactly what was detected and how much of the substance was present in the water.

The state requires us to monitor for certain substances less often than once per year because the concentrations of these substances do not change frequently. In these cases, the most recent sample data are included, along with the year in which the sample was taken.

REGULATED PRIMARY SUBSTANCES							
SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	MCL [MRDL]	PHG (MCLG) [MRDLG]	AVERAGE	RANGE LOW-HIGH	VIOLATION	TYPICAL SOURCE
Arsenic (ppb)	2011	10	0.004	1	ND–9	No	Erosion of natural deposits; runoff from orchards; glass and electronics production wastes
Barium (ppm)	2011	1	2	0.22	0.13–0.31	No	Discharges of oil drilling wastes and from metal refineries; erosion of natural deposits
Chromium (ppb)	2011	50	(100)	15	ND–26	No	Discharge from steel and pulp mills and chrome plating; erosion of natural deposits
Dichloromethane (ppb)	2011	5	4	0.05	ND–0.59	No	Discharge from pharmaceutical and chemical factories; insecticide
Fluoride (ppm)	2011	2.0	1	0.15	0.13–0.18	No	Erosion of natural deposits; water additive that promotes strong teeth; discharge from fertilizer and aluminum factories
Gross Alpha Particle Activity (pCi/L)	2011	15	(0)	0.80	ND–2.28	No	Erosion of natural deposits
Haloacetic Acids (ppb)	2011	60	NA	0.3	ND–1.1	No	By-product of drinking water disinfection
Nitrate [as nitrate] ¹ (ppm)	2011	45	45	25	1.9–43	No	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits
Radium 226 (pCi/L)	2011	5	0.05	0.29	ND–1.19	No	Erosion of natural deposits
Radium 228 (pCi/L)	2011	5	0.019	0.43	0.15–1.37	No	Erosion of natural deposits
Selenium (ppb)	2011	50	30	5	ND–22	No	Discharge from petroleum, glass, and metal refineries; erosion of natural deposits; discharge from mines and chemical manufacturers; runoff from livestock lots (feed additive)
TTHMs [Total Trihalomethanes] (ppb)	2011	80	NA	3.9	3.0–4.9	No	By-product of drinking water disinfection
Uranium (pCi/L)	2011	20	0.43	1.2	0.82–2.4	No	Erosion of natural deposits

Distribution System Lead and Copper (Tap water samples were collected from 72 homes in 2010)

SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	ACTION LEVEL	PHG (MCLG)	AMOUNT DETECTED (90TH%TILE)	SITES ABOVE ACTION LEVEL	VIOLATION	TYPICAL SOURCE
Copper (ppm)	2010	1.3	0.3	0.33	0	No	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
Lead (ppb)	2010	15	0.2	ND	2	No	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits

REGULATED SECONDARY SUBSTANCES							
SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	SMCL	PHG (MCLG)	AVERAGE	RANGE LOW-HIGH	VIOLATION	TYPICAL SOURCE
Chloride (ppm)	2011	500	NS	79	47–110	No	Runoff/leaching from natural deposits; seawater influence
Copper (ppm)	2011	1.0	NS	0.001	ND–0.01	No	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
Iron ² (ppb)	2011	300	NS	176	ND–1700	No	Leaching from natural deposits; industrial wastes
Specific Conductance (µS/cm)	2011	1,600	NS	907	690–1,200	No	Substances that form ions when in water; seawater influence
Sulfate (ppm)	2011	500	NS	36	28–48	No	Runoff/leaching from natural deposits; industrial wastes
Total Dissolved Solids (ppm)	2011	1,000	NS	530	400–710	No	Runoff/leaching from natural deposits
Turbidity (NTU)	2011	5	NS	0.01	ND–0.12	No	Soil runoff

UNREGULATED SUBSTANCES			
SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	AVERAGE	RANGE LOW-HIGH
Bicarbonate (ppm)	2011	303	240–410
Boron ³ (ppm)	2011	2.0	1.6–2.6
Calcium (ppm)	2011	62	31–91
Carbonate (ppm)	2011	0.7	ND–6.3
Chromium VI [Hexavalent Chromium] (ppb)	2011	16.4	3.1–27
Hardness [as CaCO3] (ppm)	2011	342	180–500
Magnesium (ppm)	2011	46	25–67
pH (Units)	2011	8.2	8.1–8.3
Potassium (ppm)	2011	2.5	2.1–3.1
Sodium (ppm)	2011	64	50–87
Total Alkalinity (ppm)	2011	304	250–410

¹ Nitrate in drinking water at levels above 45 ppm is a health risk for infants of less than six months of age. Such nitrate levels in drinking water can interfere with the capacity of the infant's blood to carry oxygen, resulting in a serious illness; symptoms include shortness of breath and blueness of the skin. Nitrate levels above 45 ppm may also affect the ability of the blood to carry oxygen in other individuals, such as pregnant women and those with certain specific enzyme deficiencies. If you are caring for an infant or you are pregnant, you should ask advice from your health care provider.

² One high Iron level was detected in March. The well was immediately removed from service.

³ The babies of some pregnant women who drink water containing boron in excess of the notification level (1 ppm) may have an increased risk of developmental effects, based on studies in laboratory animals

Substances That Could Be in Water

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

In order to ensure that tap water is safe to drink, the U.S. Environmental Protection Agency (U.S. EPA) and the State Department of Public Health (Department) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. Department regulations also establish limits for contaminants in bottled water that must provide the same protection for public health. Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk.

Contaminants that may be present in source water include:

Microbial Contaminants, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife;

Inorganic Contaminants, such as salts and metals, that can be naturally occurring or can result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming;

Pesticides and Herbicides, that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses;

Organic Chemical Contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production and which can also come from gas stations, urban stormwater runoff, agricultural applications, and septic systems;

Radioactive Contaminants, that can be naturally occurring or can be the result of oil and gas production and mining activities.

More information about contaminants and potential health effects can be obtained by calling the U.S. EPA’s Safe Drinking Water Hotline at (800) 426-4791.

Definitions

AL (Regulatory Action Level): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

µS/cm (microsiemens per centimeter): A unit expressing the amount of electrical conductivity of a solution.

MCL (Maximum Contaminant Level): The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs (SMCLs) are set to protect the odor, taste and appearance of drinking water.

MCLG (Maximum Contaminant Level Goal): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. EPA.

MRDL (Maximum Residual Disinfectant Level): The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

MRDLG (Maximum Residual Disinfectant Level Goal): The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

NA: Not applicable

ND (Not detected): Indicates that the substance was not found by laboratory analysis.

NS: No standard

NTU (Nephelometric Turbidity Units): Measurement of the clarity, or turbidity, of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

pCi/L (picocuries per liter): A measure of radioactivity.

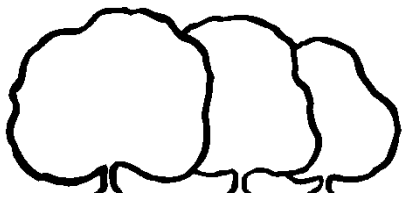
PDWS (Primary Drinking Water Standard): MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements and water treatment requirements.

PHG (Public Health Goal): The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California EPA.

ppb (parts per billion): One part substance per billion parts water (or micrograms per liter).

ppm (parts per million): One part substance per million parts water (or milligrams per liter).

TT (Treatment Technique): A required process intended to reduce the level of a contaminant in drinking water.



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR AND
CITY COUNCIL

DATE: May 15, 2012

SUBJECT: Sacramento Yolo Mutual Housing Association Request to Assist with
Funding of Bus Service

Report in Brief

Sacramento|Yolo Mutual Housing Association (SYMHA) has requested that the City assist with funding the start-up of twice daily week-day bus service to the Spring Lake area. The bus service and specifically the proximity of a bus stop to SYMHA's 101-unit affordable housing project, Mutual Housing at Spring Lake, will allow the project's tax credit application to qualify for the minimum points necessary for full consideration of the application by the California Tax Credit Allocation Committee (TCAC). A successful tax credit application will provide approximately \$17,000,000 in funds for the project and allow SYMHA to use more than \$10,000,000 in funding already approved for the project.

Staff recommends that the City Council take the following actions.

1. Adopt Resolution and approve funding of up to \$20,000 from the City's Spring Lake Offsite Affordable Housing Fees to provide for the start-up of twice daily week-day bus service, for two years through the Yolo County Transportation District (Yolobus) to the Spring Lake area; and
2. Authorize the City Manager to execute all agreements necessary for the Spring Lake bus service.

Background

On July 20, 2010 the City Council approved funding of up to \$910,000, including a \$350,000 pre-development loan, from Spring Lake Affordable Housing Fees to assist SYMHA with its 101-unit affordable housing project located at the southeast corner of Farmers Central Road and Pioneer Avenue. The Planning Commission approved the Site Plan and Design Review for the project on July 21, 2011. SYMHA submitted a tax credit application to TCAC in March. Because TCAC did not grant the full points on the proximity of a public park to the project site, SYMHA's application fell three points short of the 148-point minimum threshold. As a result, the review process stopped

and the application did not receive further consideration by TCAC. The provision of bus service to the Spring Lake area and an active bus stop no further than one-third mile from the project site will allow SYMHA to obtain the necessary points to achieve the 148-point threshold. This would permit the tax credit application to receive full consideration and potentially result in a tax credit award from TCAC. SYMHA intends to submit a tax credit application in July, and would receive an award announcement in October assuming that the application scored at least 148 points and a high tie-breaker score, and would be required to start construction within 150 days of an approved tax credit application. The Yolo County Transportation District (YCTD) Board of Directors, at its May 14 meeting, will consider adding twice daily weekday bus service to Spring Lake. The proposed YCTD Board action is contingent on funding from non-YCTD sources.

Discussion

To date, SYMHA has lined up a number of financing sources for the Mutual Housing at Spring Lake project. City assistance of up to \$910,000 through Spring Lake Affordable Housing Fees; a U.S. Department of Agriculture Rural Development Section 514 loan in the amount of \$3,000,000; a conventional bank loan in the amount of \$3,453,000; and a Joe Serna Jr, Farmworker Housing Grant from the State in the amount of \$3,500,000. The committed funding sources total more than \$10,000,000 and are contingent on SYMHA obtaining tax credits. Two additional funding sources required for the project have not been secured and they are a Federal Home Loan Bank AHP loan in the amount of \$990,000 and proceeds of approximately \$17,000,000 from tax credits. SYMHA anticipates receiving the AHP loan since the project meets the criteria of the AHP program.

In order to receive the necessary points for the public transit category, SYMHA would need to have bus service in operation at the time it submits its tax credit application in July. A bus stop is located on Farmers Central Road no further than one-third mile from the Mutual Housing project site. The operation of the bus service combined with the bus stop location will allow SYMHA to reach the 148-point minimum threshold and have its application fully considered by TCAC. The tax credit review process is very competitive and SYMHA cannot guarantee that it will be awarded tax credits, but it has an extensive experience in developing quality affordable housing projects and has put together a strong, competitive project for Woodland.

YCTD staff estimates an annual cost of \$30,000 to provide bus service to the Spring Lake area as proposed. YCTD staff took a conservative approach to the estimate and the actual costs may be less. Final cost of service will be determined by YCTD's ability to leverage current services in the area thus decreasing total yearly revenue service hours and total overall cost. The bus service would allow Yolobus to serve Spring Lake once in the morning and once in the evening. YCTD expects to secure up to \$40,000 from other sources to provide the remainder of the \$60,000 two year start up cost with the City share being one-third of the cost or a maximum of \$20,000. In the event that the cost is less than \$60,000, each party's share would be reduced accordingly. City staff has proposed that the City cover its share through Spring Lake Offsite Affordable Fees. After the initial two-year period of bus service, it is expected that the bus service would continue and the City would need to cover the cost through its Local Transportation Funds.

Fiscal Impact

The City would incur a cost of up to \$20,000 to fund its share of the bus service for a period of two years. Bus service after the two-year period would need to be funded by the City through its Local Transportation Fund at cost of \$30,000/year.

Public Contact

Posting of the City Council agenda.

Staff Recommendation

Staff recommends that the City Council take the following actions.

1. Adopt Resolution and approve funding of up to \$20,000 through the City's Spring Lake Offsite Affordable Housing Fees to provide for the start-up of twice daily week-day bus service, for two years from the Yolo County Transportation District (Yolobus) to the Spring Lake area; and
2. Authorize the City Manager to execute all agreements necessary for the Spring Lake bus service.

Prepared by: Dan Sokolow
Senior Planner

Reviewed by: Nick Ponticello
CDD Director

Paul Navazio
City Manager

Attachment: Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING
THE EXPENDITURE OF UP \$20,000 IN SPRING LAKE OFFSITE AFFORDABLE FEES
TO PROVIDE FOR THE START-UP OF BUS SERVICE FOR THE SPRING LAKE AREA**

WHEREAS, it is the City Council's desire to assist development in the Spring Lake housing area;
and

WHEREAS, the City Council's goal is to allow for the inclusion of affordable housing in Spring
Lake; and

WHEREAS, the Sacramento|Yolo Mutual Housing Association (SYMHA) will be submitting a tax
credit application in July 2012 to the California Tax Credit Allocation Committee (TCAC) for the
101-unit Mutual Housing at Spring Lake affordable housing project; and

WHEREAS, the provision of bus service to the Spring Lake area with a bus stop in close proximity
to the Mutual Housing project and the operation of the bus service will allow SMHA to obtain the
necessary points in the public transit category in order for SMHA's tax credit application to achieve
the minimum points required for TCAC to fully consider the application.

NOW THEREFORE BE IT RESOLVED THAT the City Council approves the expenditure of up
to \$20,000 in Spring Lake Offsite Affordable Fees to provide for the start-up of twice daily weekday
bus service to the Spring Lake area for a two-year period, makes this expenditure contingent on
YCTD identifying another source of funds to cover the remaining costs for the initial two-year bus
service, and authorizes the City Manager to execute all agreements necessary for the Spring Lake bus
service.

PASSED AND ADOPTED by the City Council on May 15, 2012, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Artemio Pimentel, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana Gonzalez, City Clerk

Andrew Morris, City Attorney

Dated: _____