



City of Woodland

300 First Street
Woodland, CA 95695

Meeting Agenda City Council

Tuesday, September 16, 2014

6:00 PM

Council Chambers

**JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE
AUTHORITY/SUCCESSOR AGENCY
SEPTEMBER 16, 2014
6:00 P.M.**

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

This is 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.

[14-378](#)

SUBJECT: Long Range Calendar

Recommendation for Action: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

Attachments: [Council Long Range Calendar](#)

COMMITTEE REPORTS

[14-311](#)

SUBJECT: Parks & Recreation Commission Meeting Minutes for May 19, 2014

Recommendation for Action: Staff recommends that the City Council receive the May 19, 2014 Parks & Recreation Commission Minutes that were approved on July 28, 2014.

Attachments: [51914 PRC Minutes](#)

F. PRESENTATIONS

1. [14-379](#) SUBJECT: Proclamation of Support Prostate Cancer Awareness Month

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation supporting the American Cancer Society Prostate Cancer Awareness Month, September 2014, and encouraging all male citizens to actively play a part in their health by seeking early detection methods.

Attachments: [Proclamation - 2014](#)

[Did you know - 2014](#)

[Volunteers 2013](#)

[Proposed Proclamation Report](#)

2. [14-341](#) SUBJECT: Proclaim October 5-11, 2014 as Fire Prevention Week

Recommendation for Action: Staff recommends that the City Council join the National Fire Protection Association in proclaiming October 5-11, 2014 as Fire Prevention Week.

Attachments: [Proclamation - Fire Prevention Week 2014](#)

G. CONSENT CALENDAR

3. [14-368](#) SUBJECT: Public Works Quarterly Status Report for the period of June through August 2014

Recommendation for Action: Staff recommends that the City Council accept the Public Works Department's Quarterly Status Report

Attachments: [Jun-Aug Qtrly Report - FINAL](#)

4. [14-361](#) SUBJECT: Approval of Draft 2013-14 Community Development Block Grant Consolidated Annual Performance and Evaluation Report

Recommendation for Action: Staff recommends that the City Council approve the Draft 2013-14 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER).

Attachments: [CAPER DRAFT](#)

[Public Notice English+Spanish 8Aug14](#)

5. [14-362](#) SUBJECT: Approval of Revised Repayment Terms for Community Development Block Grant Owner-Occupied Rehabilitation Loan

Recommendation for Action: Staff recommends that the City Council

take the following actions.

1. Approve a revision to the repayment terms for the Community Development Block Grant (CDBG) owner-occupied rehabilitation loan provided to the property owner of APN 066-123-016 by deferring repayment until sale or death, whichever occurs first.

2. Authorize the City Manager to execute any and all documents needed for the City to revise the repayment terms for the CDBG owner-occupied rehabilitation loan.

6. [14-363](#) SUBJECT: Carry-Over of FY2013/14 Unencumbered Appropriations

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____ authorizing the carry-over of unencumbered appropriations from fiscal year 2013/14 to 2014/15 totaling \$548,847. These funds represent appropriations provided in the FY2013/14 budget for specific projects in support of departmental programs that were not completed last fiscal year. These funds are proposed to be re-appropriated for expenditure as amendments to the FY2014/15 budget.

Attachments: [Budget Resolution](#)

[Exhibit A](#)

[Exhibit B](#)

7. [14-376](#) SUBJECT: Senior Associate Civil Engineer Job Description

Recommendation for Action: Staff recommends that the City Council approve the new Senior Associate Civil Engineer Job Description at Range 134.

Attachments: [Senior Associate Civil Engineer](#)

8. [14-358](#) SUBJECT: FY2014/15 contract with the Yolo Emergency Communications Agency

Recommendation for Action: Staff recommends that the City Council Adopt Resolution No. _____ authorizing the City Manager to execute the FY2014/15 contract for dispatch services with the Yolo Emergency Communications Agency.

Attachments: [Resolution - FY15 YECA Contract 09-16-14](#)

J. SUCCESSOR AGENCY REGULAR REPORTS

9. [14-370](#) SUBJECT: Consideration of approval of Recognized Obligation Payment Schedule for the period of January 2015 through June 2015, pursuant to Health and Safety Code Section 34177

Recommendation for Action: It is recommended that the Successor Agency adopt Resolution No. _____ approving and adopting the

Recognized Obligation Payment Schedule ("ROPS") covering the period of January 1, 2015 through June 30, 2015.

Attachments: [SA RESOLUTION ROPS](#)

[Woodland ROPS 14-15B](#)

10. [14-373](#) SUBJECT: Consideration of Resolution No. _____ approving a proposed administrative budget for the period of January 1, 2015 through June 30, 2015, pursuant to Health and Safety Code Section 34177 (j)

Recommendation for Action: It is recommended that the Successor Agency adopt Resolution No. _____ approving and adopting the proposed Administrative Budget pursuant to Health and Safety Code Section 34177 (j).

Attachments: [SA RESOLUTION admin budget](#)

[Admin Budget FY14-15](#)

H. PUBLIC HEARINGS

11. [14-377](#) SUBJECT: Rescission of Woodland Gateway Phase II Project Approvals

Recommendation for Action: Staff recommends the City Council take the following Actions:

(1) Conduct a public hearing; and

(2) Approve Resolution No. _____ Setting Aside the Certification of the Environmental Impact Report, Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program and General Plan Amendments and an Application for Annexation Related to the Woodland Gateway Phase II Project; and

(3) Waive First Reading of an Ordinance Setting Aside Prior Approval for Execution of a Development Agreement Concerning the Woodland Gateway Phase II Project; and

(4) Waive First Reading of an Ordinance Setting Aside Prior Approval for Rezoning the Woodland Gateway Phase II Project to General Commercial (C-2) (PD) and Agriculture (A-1).

Attachments: [WOODLAND GATEWAY II Resolution Setting Aside EIR and other Project Ap](#)

[WOODLAND GATEWAY II Ordinance Setting Aside DA Approval](#)

[WOODLAND GATEWAY II Ordinance Setting Aside Rezoning](#)

12. [14-343](#) SUBJECT: Home Occupations Ordinance Amendment to allow Cottage Food Operations in Residential Areas

Recommendation for Action: Staff recommends that the City Council take the following actions:

- 1) Conduct the public hearing;
- 2) Waive first reading and read by title only an Ordinance amending Sections 25-3-10 (Definitions), 25-21-45 (Home Occupations Ordinance), 25-4-10 (Residential Land Use, Table 1) and 25-4-20 (Special Conditions) of the Woodland Municipal Code allowing Cottage Food Operations to operate within residentially zoned areas within the city as a component of the city's existing Home Occupations Ordinance; and
- 3) Schedule the second reading and adoption of Ordinance for the October 7, 2014 City Council meeting...body

Attachments: [Attachment 1 Ordinance Amendment, including Ex A, B, C, D](#)
[Attachment 2 Cottage Food Operations Fact Sheet](#)

I. REPORTS OF THE CITY MANAGER

13. [14-355](#) SUBJECT: Support Lower Sacramento Delta North Regional Flood Management Plan (FloodProtect)

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ supporting the final FloodProtect Regional Flood Management Plan (FloodProtect Report)

Attachments: [reso 091614 support RFMP](#)

14. [14-346](#) SUBJECT: Kentucky Avenue Sewer Rehabilitation Project CIP 15-13, approve Plans and Specifications, and Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____; 1) approving the plans and specifications, 2) authorizing bid advertisement, and 3) moving \$560,000 from CIP # 08-21 to CIP 15-13

Attachments: [Kentucky map](#)
[reso 091614 auth to bid Kentucky sewer rehab](#)

15. [14-360](#) SUBJECT: Supplemental funding for Confined Space Training

Recommendation for Action: Staff recommends that the City Council Adopt Resolution No. _____ Authorizing the City Manager to Re-appropriate \$122,274 from FY13/14 Fire Department Budget Savings to Cover the Cost of Confined Space Training for Fire Staff.

Attachments: [Resolution - Confined Space Training 09-16-14](#)

16. [14-384](#) SUBJECT: Measure J Spending Plan - Preliminary Discussion

Recommendation for Action: Informational Presentation - no specific Council action is required; however, staff is seeking Council feedback on a preliminary outline being developed for allocation of Measure J funds, consistent with the intent of Measure J as well as the advisory measures which were approved by the voters at the June election.

17. [14-383](#) SUBJECT: Consideration of City Position on:
Proposition 46 - Medical Injury Compensation Reform Act (MICRA)

Recommendation for Action: Staff recommends that the City Council consider whether to take a formal position on Proposition 46 appearing on the November 4, 2014 ballot.

Attachments: [prop 46](#)

K. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority/Successor Agency Regular Meeting of the City of Woodland scheduled for September 16, 2014 was posted on September 12, 2014 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.

Legislation Details (With Text)

File #: 14-378 **Version:** 1 **Name:** Long Range Calendar
Type: Report of the City Manager **Status:** Agenda Ready
File created: 9/11/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Long Range Calendar

Recommendation for Action: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

Sponsors:

Indexes:

Code sections:

Attachments: [Council Long Range Calendar](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Long Range Calendar

Recommendation for Action : Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

Staff Contact

Ana Gonzalez, City Clerk - (530) 661-5806, ana.gonzalez@cityofwoodland.org

Background

This calendar is being provided for planning purposes only and is intended to keep the Council apprised of upcoming agenda items and better plan for upcoming Council items.

Prepared by: Ana Gonzalez, City Clerk



Paul Navazio, City Manager

Attachment

COUNCIL LONG RANGE CALENDAR
Items subject to removal and/or rescheduling

OCTOBER 7TH

REGULAR MEETING

REPORTS DUE 9/23

Presentation

Fourth and Hope

Minutes

Council Minutes for September 2nd and September 16th

Consent

Declare October 19 - 25, 2014 as Freedom from Workplace Bullies Week

Application of new Management Agreement for Leisureville Community Assoc.

Approval of Agreement with Browns Corner LLC

Zoning Amend for Home Occup. to Allow Cottage Food Operations in Residential Areas (2nd reading)

Final Acceptance and NOC for Oak Street Sewer Rehab, CIP #14-21

Final Acceptance and NOC for 2013/14 ADA Improvement Project, CIP #14-05

Final Acceptance and NOC for Safe Routes to School, CIP 13-06

Regular Reports

Consideration of City Support Position for Prop 1 – State Water Bond

Exclusive Negotiating Agreement (ENA) – Downtown Hotel

OCTOBER 21ST

REGULAR MEETING

REPORTS DUE 10/7

Consent

Recognize November 1, 2014 as Extra Mile Day

Contract Award for Douglass Junior High Sewer Realignment Project CIP 08-21

Contract Award for West Transmission Main, CIP 12-05

Contract Award for East Kentucky Ave. Sewer Rehabilitation Project

Final Acceptance and NOC for 2014 Road Maintenance Project, CIP #14-14

Southwest Tank acceptance, CIP 08-33

CDD Quarterly Status Report 3rd Quarter 2014

CDBG Owner-Occupied Rehabilitation Loan

Conflict of Interest Code

FY 2014/15 – First Quarter Budget Update

Regular Reports

Follow-up City Council Goals – 2014- 2016

Minutes

Council Minutes for October 7th and October 21st

Consent

Declare November 1, 2014 as ***Extra Mile Day*** in Woodland recognizing Volunteerism and Service

FUTURE AGENDA ITEMS – DATE TO BE DETERMINED:

County food waste composting proposal

Purchase Contract – Recycled Water

Local Tobacco License

Council Direction on Preferred General Plan Land Use Scenario

Solar Project PPA - Oct/Nov

FUTURE STUDY SESSIONS (TBD):

Lower Cache Creek Flood Control Feasibility Study

Update Economic Development Strategic Plan

Budget Workshop – Long-range Planning (Spring)

Updated 9/12/14

Legislation Details (With Text)

File #: 14-311 **Version:** 1 **Name:**
Type: Committee Report **Status:** Agenda Ready
File created: 7/29/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Parks & Recreation Commission Meeting Minutes for May 19, 2014

Recommendation for Action: Staff recommends that the City Council receive the May 19, 2014 Parks & Recreation Commission Minutes that were approved on July 28, 2014.

Sponsors:

Indexes:

Code sections:

Attachments: [51914 PRC Minutes](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Parks & Recreation Commission Meeting Minutes for May 19, 2014

Recommendation for Action: Staff recommends that the City Council receive the May 19, 2014 Parks & Recreation Commission Minutes that were approved on July 28, 2014.

Staff Contact

Kris Bain, Community Services Program Manager, 661-2002, krista.bain@cityofwoodland.org

Conclusion

Staff recommends that the City Council receive the May 19, 2014 Parks & Recreation Commission Minutes that were approved on July 28, 2014.

Prepared by: Kris Bain, Community Services Program Manager



Paul Navazio, City Manager

Attachment: May 19, 2014 P&R Commission meeting minutes

Parks & Recreation Commission Minutes

Monday, May 19, 2014

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

Open Session

The Parks & Recreation Commission meeting was called to order by Chair Jesse Salinas at 6:31 p.m. on Monday, May 19, 2014 at the Woodland City Hall Council Chambers.

Roll Call

Commission Members Present:

- Chair Jesse Salinas
- Vice Chair Enrique Fernandez
- Commissioner Joe Romero
- Commissioner Jon-Paul Valcarenghi
- Commissioner Carla White-Snyder
- Commissioner Ruben Morales Jr.

Commission Member Absent:

Staff Present:

- CS Director Christine Engel
- CS Manager Kris Bain
- PW Deputy Director Rob Sanders
- CS Administrative Secretary Cathy Haynie

Pledge of Allegiance

Communication-Commission/Staff Statements and Requests

Commissioner Valcarenghi attended the Cycle de Mayo event on May 3, 2014. He stated that it was a well organized event and that he would like to see 40-50 cyclists from Woodland attend next years event. Commissioner Salinas also attended Cycle de Mayo saying that it was a wonderful event and an easy ride. Commissioner Fernandez and Commissioner Morales Jr. attended the First Friday and First Sunday Food Truck Mania. Commissioner Morales Jr. and Commissioner White-Snyder attended a meeting with Woodland Little League, Cal Ripken and staff. Commissioner Morales Jr. would like to assist the user groups to establish a volunteer program for projects at the facilities used by the groups.

Committee Reports

Program & Department Evaluation Committee-4th of July Survey and Movies on Main Street

Commissioner Valcarenghi compiled the results of the April 25, 2014 survey from Movies on Main Street and went over the results with the Commission. Out of 25 surveys completed, 15 were attending Movies on Main Street for the first time.

Commission discussed any changes to the survey for use on the 4th of July. Haynie will send Commissioner Valcarenghi the word version of the survey for editing. Commissioner Valcarenghi will provide Haynie with the 4th of July Survey for inclusion in the June Commission Packet. Commissioners and staff discussed the different 4th of July events where the survey would be used. Decided on Freeman Park event from 10-11 a.m. and the Woodland High School Stadium from 7:30-8:30 p.m. Commissioners will sign up for a time slot at June meeting.

Program & Department Evaluation Subcommittee-Focus Group

Commissioner White-Snyder reviewed the notes from the April 29, 2014 Focus Group meeting. The cross section represented were Tennis Club, COA Commissioner, Seniors, Young Adults, Young Families, and Grandparents, including participants of Running, Basketball, Soccer, Baseball, and Softball.

Guidelines for Recognizing Youth Organizations-White-Snyder

Action: Valcarenghi Moved to accept with changes/ Morales Jr. Seconded Motion carried by the following roll call vote:

Ayes: Salinas, Valcarenghi, White-Snyder, Morales Jr., Fernandez, Romero

Noes:

Urban Forest Committee-Review of Street Tree List

Commissioner Valcarenghi met with Sanders and reviewed the Street Tree List. List appears inclusive of trees that will grow well in City, and what will not grow well in certain areas of the City. Commissioner Valcarenghi and Commissioner Romero will meet and bring back to Commission an updated Urban Forest Committee Workplan.

Fitness Initiative-Fernandez

Commissioner Fernandez apologized for being unable to attend the Fitness Initiative meetings. Engel stated that the next meeting was on June 26, 2014 at 11 a.m. and that the meetings have been moved to the fourth Thursday each month at 10 a.m.

Currently program includes monthly fitness workshops and demonstrations. There will also be a 30 day fitness challenge.

FY 2015 Workplan

Commissioners discussed the 2015 Workplan and the tie to the Committees. Commissioner Morales Jr. stated that a partnership with “Parks & Recreation” participants to beautify facilities will instill pride within the group and encourage better care of the facilities. The Volunteerism Committee will meet and bring an item for the Workplan. Other Committees will also bring items to add to the 2015 Workplan. Committees will develop Workplan items and send to Commissioner Salinas who will update the Workplan; sending it to Haynie to be included in the next meeting packet.

Consent Calendar (Items)

Adopt the Minutes of the Commission Meeting of April 28, 2014

Action: Valcarenghi with the correction / Morales Jr. Seconded to adjourn the meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, Valcarenghi, White-Snyder, Morales Jr., Fernandez, Romero

Noes:

Reports of the Staff

Community Services Report

Commissioner Morales Jr. appreciated staffs follow up report on the Softball program.

Engel reported that with two months left of the Fiscal Year, Revenue is at 89% and the Budget is in good shape. Donations for the 4th of July firework display is at \$20,000.00. Bike parade, preshow, fireworks and public swim are the responsibility of the Community Services Department. With the assistance of RDM, Rob Wallace, supplies the sound and music for the preshow; and Sean Denny designs the posters and programs. The program at Heritage Plaza will be shortened with the parade starting at 10 a.m. the band Yolo Mambo will be performing, Shaved Ice and sunscreen will be provided.

Action: Received

Softball Program Report

Commissioner Salinas asked for public comment on this item. Sherri Mannering addressed the Commission stating that she had met with Engel. Engel stated that forming of the Woodland Adult Softball Committee should help address any issues as they arrive. Commissioner White-Snyder responded that Jeff Roddy gave 170% to the Adult Softball program. Not sure that anyone could commit that type of effort with the changes of policy and ASA rules.

Noteworthy Items

The first of a series of Tennis Tournaments were held at City Park on May 10, 2014.

Boxing program participant Eder Carrillo competed in the 2014 Golden Gloves Tournament of Champions in Las Vegas.

Parks Report

Sanders asked if Commissioner had any question on his report. No questions were asked.

Sanders reported that the balance of his budget is misleading since the majority of the balance will go to water charges.

Action: Received

Next Meeting June 23, 2014**Adjourn 8:20 p.m.**

Action: Fernandez Moved/ White-Snyder Seconded to adjourn the meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, Valcarenghi, White-Snyder, Morales Jr., Fernandez, Romero

Noes:

1.

Legislation Details (With Text)

File #: 14-379 **Version:** 1 **Name:**
Type: Presentation **Status:** Agenda Ready
File created: 9/11/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Proclamation of Support Prostate Cancer Awareness Month

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation supporting the American Cancer Society Prostate Cancer Awareness Month, September 2014, and encouraging all male citizens to actively play a part in their health by seeking early detection methods.

Sponsors:**Indexes:****Code sections:**

Attachments: [Proclamation - 2014](#)
[Did you know - 2014](#)
[Volunteers 2013](#)
[Proposed Proclamation Report](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Proclamation of Support Prostate Cancer Awareness Month

Recommendation for Action : Staff recommends that the City Council adopt a Proclamation supporting the American Cancer Society Prostate Cancer Awareness Month, September 2014, and encouraging all male citizens to actively play a part in their health by seeking early detection methods.

Staff Contact

Ana Gonzalez, City Clerk; (530) 661-5806, ana.gonzalez@cityofwoodland.org

Background

As has been customary for the last few years, Council has been asked to proclaim their support for September 2014 as the American Cancer Society "Prostate Cancer Awareness Month". Council has shown their support in the past by proclaiming the month of September as the specific month to raise the awareness of this disease affecting men primarily over the age of 40.

Discussion

The American Cancer Society has actively supported many efforts to eradicate and eliminate the various forms

of cancer in our society. The cancer survival rate has steadily increased due to earlier detection and methods. Encouraging citizens to take an active part in their health by providing methods and information to raise the awareness of the need for early detection has been a large part of that survival rate. Materials are attached as sources to seek further information regarding the disease and statistics regarding this and other forms of cancer.

Prepared by: Ana Gonzalez
City Clerk

Paul Navazio, City Manager

Attachments: Proclamation
Supporting Materials and Resources

Proclamations for September Prostate Cancer Awareness Month - 2013

Ref	U.S. Government	Volunteer	Email	Phone
1	Sen Boxer	Bill Doss	wdoss@surewest.net	916-217-4554
2	Sen Feinstein	Bill Doss	wdoss@surewest.net	916-217-4554
Ref	Calif Government	Volunteer	Email	Phone
1	Governor - refuses	Bill Doss	wdoss@surewest.net	916-217-4554
2	Senate	Bill Doss	wdoss@surewest.net	916-217-4554
3	Assemble	Bill Doss	wdoss@surewest.net	916-217-4554
Ref	County BOS	Volunteer	Email	Phone
1	Alpine	Bill Doss	wdoss@surewest.net	916-772-2222
2	Amador	Jerry Trottier	trottier@volcano.net	209-223-9133
3	Butte	John Hantelman	johnhantelman@sbcglobal.net	530-877-3102
4	El Dorado	Dick Montgomery	richardmontgomery773@gmail.com	916-213-5593
5	Humboldt	Stan Mikkelsen	swmikkelsen@yahoo.com	707-786-7009
6	Los Angeles	Earl Jones	ejonesjr12@ca.rr.com	323-299-9026
7	Placer	Bill Doss	wdoss@surewest.net	916-217-4554
8	Marin	Gerd Breuer	Gerdsfo@aol.com	415-479-8165
9	Monterey	Howard Waage	laselvaman@hotmail.com	831-688-0423
10	Nevada	George Mueller	sandimueller@comcast.net	530-432-2282
11	Sacramento	Bill Doss	wdoss@surewest.net	916-772-2222
12	San Mateo	Dr. Barry Chauser	barrychauser@dochs.org	650-991-6472
13	Santa Cruz	Howard Waage	laselvaman@hotmail.com	831-688-0423
14	Sutter	Mike Fortwengler	mikefort723@mac.com	530-741-1384
15	Yolo	Joe Cain	jlca45@yahoo.com	530-758-7022
16	Yuba	Mike Fortwengler	mikefort723@mac.com	530-741-1384
Ref	City Councils	Volunteer	Email	Phone
1	Belmont	Dr. Barry Chauser	barrychauser@dochs.org	650-991-6472
2	Chico	John Hantelman	johnhantelman@sbcglobal.net	530-877-3102
3	Citrus Heights	Mel Powell	merrylp@surewest.net	916-201-7490
4	Colma	Dr. Barry Chauser	barrychauser@dochs.org	650-991-6472
5	Cupertino	Walter D'Ardenne	whda@aol.com	650-961-4875
6	Daly City	Dr. Barry Chauser	barrychauser@dochs.org	650-991-6472
7	Davis	Joe Cain	jlca45@yahoo.com	530-758-7022
8	Eureka	Stan Mikkelsen	swmikkelsen@yahoo.com	707-786-7009
9	Fairfax	Stan Rosenfeld	vegstan2@ix.netcom.com	415-459-4668
10	Foster City	Dr. Barry Chauser	barrychauser@dochs.org	650-991-6472
11	Grass Valley	George Mueller	sandimueller@comcast.net	530-432-2282
12	Folsom	Dick Montgomery	richardmontgomery773@gmail.com	916-213-5593
13	Mill Valley	Eric Murphy	emurphy@gmail.com	415-350-6568
14	Nevada City	George Mueller	sandimueller@comcast.net	530-432-2282
15	Pacifica	Dr. Barry Chauser	barrychauser@dochs.org	650-991-6472
16	Placerville	Dick Montgomery	richardmontgomery773@gmail.com	916-213-5593
17	Paradise	John Hantelman	johnhantelman@sbcglobal.net	530-877-3102
18	Rancho Cordova	Dick Montgomery	richardmontgomery773@gmail.com	916-213-5593
19	Rancho Palos Verdes	Westley Sholes	wsholes99@gmail.com	310-541-0441
20	Rocklin	Bill Doss	wdoss@surewest.net	916-217-4554
21	Roseville	Bill Doss	wdoss@surewest.net	916-217-4554
22	Sacramento	Sam Wells	SamWells@yahoo.com	916-442-3762
23	Salinas	Howard Waage	laselvaman@hotmail.com	831-688-0423
24	San Mateo	Dr. Barry Chauser	barrychauser@dochs.org	650-991-6472
25	San Rafael	Gerd Breuer	Gerdsfo@aol.com	415-479-8165
26	Santa Cruz	Howard Waage	laselvaman@hotmail.com	831-688-0423
27	South San Francisco	Dr. Barry Chauser	barrychauser@dochs.org	650-991-6472
28	Sunnyvale	Robert Scruggs	rlscrugg@flash.net	408-746-0904
29	Tiburon	Steve Brown	brownsf@aol.com	415-435-5320
30	Watsonville	Howard Waage	laselvaman@hotmail.com	831-688-0423
31	Woodland	Joe Cain	jlca45@yahoo.com	530-758-7022

file: Volunteers, 2013

**Proposed Proclamations
for
Prostate Cancer Awareness Month
September 2014**



Proposed Proclamation

Prostate Cancer Awareness Month – September 2014

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7.	Reference: ACS Cancer Facts & Figures 2014
8.	Reference: ACS Cancer Facts & Figures 2014
9.	Reference: ACS Cancer Facts & Figures 2014
10.	White House Prostate Cancer Awareness Proclamation
11.	U.S. Senate Prostate Cancer Awareness Resolution (2 pages)
12.	California Senate & Assembly Prostate Cancer Awareness Resolution

The American Cancer Society document Cancer Facts & Figures 2014 is the source document for all of the information in this Proposed Proclamation. It can be found on the ACS website: www.cancer.org. In the Search box, type Cancer Facts & Figures 2014. The entire 69-page document is available in a PDF format.

Prepared by

Bill Doss
California Prostate Cancer Coalition
4909 Moonshadow Court
Rocklin, CA 95677
916-772-2222
wdoss@surewest.net
www.prostatecalif.org

Proposed Proclamation

Prostate Cancer Awareness Month – September 2014

Discussion

The purpose of this report is to assist issuing a Proclamation designating September 2014 as Prostate Cancer Awareness Month. In this report, the word “Resolution” may be substituted for the word “Proclamation” as required by the issuing government body. The proposed Proclamation on page 3 is in keeping with the national historical practice of recognizing the month of September as Prostate Cancer Awareness Month.

The proposed Proclamation on the next page was prepared using the references listed in this report. All of the references in this report are from 2014 American Cancer Society sources. There is a page number in parenthesis after each WHEREAS. This page number refers to the location in this report for the source of the WHEREAS. Information on each reference page has been underlined to assist the reader identify the source for each WHEREAS.

Today there are more than 2.8 million men alive in the USA with a history of prostate cancer. Prostate cancer is the most diagnosed cancer in men today, second only to skin cancer. After lung cancer, prostate cancer is also the number one cause of cancer death in men. The American Cancer Society estimates that 1 in 7 men will develop prostate cancer in their lifetime. Men have a 15% higher rate of developing prostate cancer than women have of developing breast cancer. In the average American family, the husband is more at risk of developing prostate cancer than the wife is of developing breast cancer. In the USA, men also have a higher death rate from prostate cancer than women have from breast cancer. Every 17 minutes, 24/7, an American man dies from prostate cancer. The early stages of prostate cancer usually show no symptoms and there are no self-tests. Early detection is the key to prostate cancer survival. The 5-year survival rate for prostate cancer is 100% if the disease is treated early. The 5-year survival rate drops to 28% if the cancer has metastasized.

In California, prostate cancer is the most common form of cancer among men in almost all race/ethnic groups. More men are diagnosed with prostate cancer in California than any other state. California also has the highest number of deaths from this disease. It is estimated that this year in the state, 23,010 men will be diagnosed and 3,380 men will die from this disease.

Each year, the President of the United States, The United States Senate, and the Governors of many States issue Proclamations declaring September as Prostate Cancer Awareness Month. Many counties and cities across the country also recognize Prostate Cancer Awareness Month in September by issuing their own Proclamations.

Copies of last year’s Prostate Cancer Awareness Proclamations from the White House, US Senate, and California Senate and Assembly, are provided at the end of this report for the reader to review the format and phrasing used in other Proclamations.

Proposed Proclamation

Prostate Cancer Awareness Month – September 2014

This is a Proclamation to designate September 2014 as Prostate Cancer Awareness Month.

1 WHEREAS, prostate cancer is the most frequently diagnosed cancer in men aside from skin cancer, and it is estimated 1 in 7 men will develop this disease in their lifetime; and (pages 4 & 6)

2 WHEREAS, the American Cancer Society estimates there will be 233,000 new cases of prostate cancer in the USA in 2014, resulting in an estimated 29,480 deaths; and (page 4)

3 WHEREAS, it is estimated 23,010 men in California will be diagnosed with prostate cancer this year and it is estimated 3,380 California men will die from this disease; and (pages 8 & 9)

4 WHEREAS, African American men have the highest prostate cancer incidence rates in the world and their prostate cancer death rate in the USA is more than twice that of any other ethnic group of men; and (page 4)

5 WHEREAS, early prostate cancer usually has no symptoms and studies suggest strong familial predisposition may be responsible for 5% to 10% of the disease cases; and (page 4)

6 WHEREAS, recent studies suggest that a diet high in processed meat or dairy foods may be a risk factor, and obesity appears to increase risk of aggressive prostate cancer; and (page 4)

7 WHEREAS, the survival rate approaches 100% when prostate cancer is diagnosed and treated early, but drops to 28% when it spreads to the other parts of the body; and (page 7)

8 WHEREAS, treatment options for prostate cancer vary depending on a man's age, stage and grade of his cancer, as well as his other existing medical conditions; and (page 5)

9 WHEREAS, the American Cancer Society recommends that men should have an opportunity to make an informed decision about whether to be tested for prostate cancer based on their personal values and preferences, and (page 5)

10 WHEREAS, the (name of issuing governing body) joins communities across our nation to increase the awareness about the importance for men to make an informed decision with their health care provider about early detection and testing for prostate cancer, and now, therefore be it

11 RESOLVED, that the (name of issuing government body) designate September 2014 as Prostate Cancer Awareness Month.

Tumors that develop near the common bile duct may cause a blockage that leads to jaundice (yellowing of the skin and eyes), which can sometimes allow the tumor to be diagnosed at an early stage. Signs of advanced stage disease may include severe abdominal pain, nausea, and vomiting.

Risk factors: Approximately 20% of pancreatic cancers are attributable to cigarette smoking; incidence rates are about twice as high for smokers as for never smokers. Use of smokeless tobacco products also increases risk. Aside from tobacco, risk increases with a family history of pancreatic cancer and a personal history of chronic pancreatitis, diabetes, obesity, and possibly high levels of alcohol consumption. Individuals with Lynch syndrome and certain other genetic syndromes are also at increased risk. Studies suggest that chronic infection with HBV, HCV, or *H. pylori* may also increase risk. Though evidence is still accumulating, consumption of red or processed meat, or meat cooked at very high temperatures, may slightly increase risk.

Early detection: At present, there is no reliable method for the early detection of pancreatic cancer, though research is under way in this area.

Treatment: Surgery, radiation therapy, and chemotherapy are treatment options that may extend survival and/or relieve symptoms in many patients, but they seldom produce a cure. Less than 20% of patients are candidates for surgery because pancreatic cancer is usually detected after it has spread beyond the pancreas. Even among those patients who were thought to be surgical candidates, the cancer has often spread too extensively to be removed. For those who do undergo surgery, adjuvant treatment with the chemotherapy drug gemcitabine lengthens survival. For advanced disease, chemotherapy is often offered and may lengthen survival. The targeted anticancer drug erlotinib (Tarceva) has demonstrated a slight improvement in advanced pancreatic cancer survival when used in combination with gemcitabine. Clinical trials with several new agents, combined with radiation and surgery, may offer improved survival.

Survival: For all stages combined, the 1- and 5-year relative survival rates are 27% and 6%, respectively. Even for the small percentage of people diagnosed with local disease (9%), the 5-year survival is only 24%. More than half (53%) of patients are diagnosed at a distant stage, for which 5-year survival is 2%.

Prostate

New cases: An estimated 233,000 new cases of prostate cancer will occur in the US during 2014. Prostate cancer is the most frequently diagnosed cancer in men aside from skin cancer. For reasons that remain unclear, incidence rates are about 60% higher in African Americans than in non-Hispanic whites. Incidence rates for prostate cancer changed substantially between

the mid-1980s and mid-1990s and have since fluctuated widely from year to year, in large part reflecting changes in the use of the prostate-specific antigen (PSA) blood test for screening. From 2006 to 2010, incidence rates decreased by 2.0% per year.

Deaths: With an estimated 29,480 deaths in 2014, prostate cancer is the second-leading cause of cancer death in men. Prostate cancer death rates have been decreasing since the early 1990s in men of all races/ethnicities, though they remain more than twice as high in African Americans as in any other group (see table in the Cancer Disparities section on page 51). Overall, prostate cancer death rates decreased by 3.1% per year from 2006 to 2010.

Signs and symptoms: Early prostate cancer usually has no symptoms. With more advanced disease, men may experience weak or interrupted urine flow; the inability to urinate or difficulty starting or stopping the urine flow; the need to urinate frequently, especially at night; blood in the urine; or pain or burning with urination. Advanced prostate cancer commonly spreads to the bones, which can cause pain in the hips, spine, ribs, or other areas.

Risk factors: The only well-established risk factors for prostate cancer are increasing age, African ancestry, a family history of the disease, and certain inherited genetic conditions. About 60% of all prostate cancer cases are diagnosed in men 65 years of age and older, and 97% occur in men 50 and older. African American men and Caribbean men of African descent have the highest documented prostate cancer incidence rates in the world. Genetic studies suggest that strong familial predisposition may be responsible for 5%-10% of prostate cancers. Inherited conditions associated with increased risk include Lynch syndrome and the *BRCA2* mutation phenotype. Studies suggest that a diet high in processed meat or dairy foods may be a risk factor, and obesity appears to increase the risk of aggressive prostate cancer. There is some evidence that occupational exposures of firefighters (e.g., toxic combustion products) increase risk.

Prevention: The chemoprevention of prostate cancer is an active area of research. Two drugs of interest, finasteride and dutasteride, reduce the amount of certain male hormones in the body and are approved to treat the symptoms of benign prostate enlargement. Both drugs have been found to lower the risk of prostate cancer by 25% in large clinical trials with similar potential side effects, including reduced libido and the risk of erectile dysfunction. However, a study of long-term survival among participants in the finasteride trial recently reported that the drug had no effect on overall survival or survival after the diagnosis of prostate cancer. Neither finasteride nor dutasteride is approved for the prevention of prostate cancer at this time.

Early detection: Results from two large clinical trials designed to determine the efficacy of PSA testing for reducing prostate

cancer death were inconsistent. Given the significant potential for serious side effects associated with prostate cancer treatment, along with concerns about the high prevalence of slow-growing, non-lethal disease, no organizations presently endorse regular prostate cancer screening. The American Cancer Society recommends that beginning at the age of 50, men who are at average risk of prostate cancer and have a life expectancy of at least 10 years have a conversation with their health care provider about the benefits and limitations of PSA testing. Men should have an opportunity to make an informed decision about whether to be tested based on their personal values and preferences. Men at high risk of developing prostate cancer (African Americans or men with a close relative diagnosed with prostate cancer before the age of 65) should have this discussion with their health care provider beginning at 45. Men at even higher risk (because they have several close relatives diagnosed with prostate cancer at an early age) should have this discussion with their provider at 40. The American Urologic Association recently issued similar recommendations. Current research is exploring new biologic markers for prostate cancer to improve diagnosis and prognosis.

Treatment: Treatment options vary depending on age, stage, and grade of cancer, as well as other medical conditions. The grade assigned to the tumor, typically called the Gleason score, indicates the likely aggressiveness of the cancer. Although scores as low as 2 are theoretically possible, in practice most cancers are assigned scores ranging from 6 (low grade, less aggressive) to 10 (high grade, very aggressive).

Early stage disease may be treated with surgery (open, laparoscopic, or robotic-assisted), external beam radiation, or radioactive seed implants (brachytherapy). Data show similar survival rates for patients with early stage disease treated with any of these methods, and there is no current evidence supporting a “best” treatment for prostate cancer. Hormonal therapy may be used along with surgery or radiation therapy in some cases. Treatment often impacts a man’s quality of life due to side effects or complications, such as urinary and erectile difficulties, that may be short or long term. Accumulating evidence indicates that careful observation (“active surveillance”), rather than immediate treatment, can be an appropriate option for men with less aggressive tumors and for older men.

More advanced disease is treated with hormonal therapy, chemotherapy, radiation therapy, and/or other treatments. Hormone treatment may control advanced prostate cancer for long periods by shrinking the size or limiting the growth of the cancer, thus helping to relieve pain and other symptoms. An option for some men with advanced prostate cancer that is no longer responding to hormones is a cancer vaccine known as sipuleucel-T (Provenge). For this treatment, special immune cells are removed from a man’s body, exposed to prostate proteins in a lab, and then re-infused back into the body, where they

attack prostate cancer cells. Newer, more effective forms of hormone therapy, such as abiraterone (Zytiga) and enzalutamide (Xtandi), have been shown to be beneficial for the treatment of metastatic disease that is resistant to initial hormone therapy and/or chemotherapy. Radium-223 (Xofigo) was recently approved to treat hormone-resistant prostate cancer that has spread to the bones.

Survival: The majority (93%) of prostate cancers are discovered in the local or regional stages, for which the 5-year relative survival rate approaches 100%. Over the past 25 years, the 5-year relative survival rate for all stages combined has increased from 68% to almost 100%. According to the most recent data, 10- and 15-year relative survival rates are 99% and 94%, respectively. Obesity and smoking are associated with an increased risk of dying from prostate cancer.

Skin

New cases: The number of basal cell and squamous cell skin cancers (i.e., keratinocyte carcinomas), more commonly referred to as nonmelanoma skin cancers (NMSC), is difficult to estimate because these cases are not required to be reported to cancer registries. One study of NMSC occurrence in the US estimated that in 2006, 3.5 million cases were diagnosed among 2.2 million people. Most cases of NMSC are highly curable.

An estimated 76,100 new cases of melanoma will be diagnosed in 2014. Melanoma accounts for less than 2% of all skin cancer cases, but the vast majority of skin cancer deaths. Melanoma is rare among African Americans; lifetime risk of developing the disease is 0.1%, compared to 2.4% among whites. Incidence rates are higher in women than in men before the age of 45, but by the age of 60, rates in men are more than double those in women and by the age of 80 they are almost triple. Melanoma incidence rates have been increasing for at least 30 years. From 2006 to 2010, incidence rates among whites increased by 2.7% per year.

Deaths: An estimated 9,710 deaths from melanoma and 3,270 deaths from other types of skin cancer (not including NMSC) will occur in 2014. Death rates for melanoma have been declining rapidly in whites younger than 50: from 2006 to 2010, rates decreased by 2.6% per year in men and by 2.0% per year in women. In contrast, among whites 50 and older, death rates increased by 1.1% per year in men and by 0.2% per year in women during this same time period.

Signs and symptoms: Important warning signs of melanoma include changes in the size, shape, or color of a mole or other skin lesion, the appearance of a new growth on the skin, or a sore that doesn’t heal. Changes that progress over a month or more should be evaluated by a doctor. Basal cell carcinomas may appear as growths that are flat, or as small, raised, pink or red, translucent, shiny areas that may bleed following minor injury.

Probability (%) of Developing Invasive Cancers during Selected Age Intervals by Sex, US, 2008-2010*

		Birth to 49	50 to 59	60 to 69	70 and Older	Birth to Death
All sites†	Male	3.5 (1 in 29)	6.8 (1 in 15)	15.4 (1 in 6)	36.9 (1 in 3)	43.9 (1 in 2)
	Female	5.4 (1 in 19)	6.0 (1 in 17)	10.1 (1 in 10)	26.7 (1 in 4)	38.0 (1 in 3)
Kidney & renal pelvis	Male	0.2 (1 in 480)	0.3 (1 in 289)	0.6 (1 in 154)	1.3 (1 in 75)	2.1 (1 in 49)
	Female	0.1 (1 in 753)	0.2 (1 in 586)	0.3 (1 in 317)	0.7 (1 in 134)	1.2 (1 in 83)
Breast	Female	1.9 (1 in 53)	2.3 (1 in 43)	3.5 (1 in 29)	6.7 (1 in 15)	12.3 (1 in 8)
Colon & rectum	Male	0.3 (1 in 305)	0.7 (1 in 144)	1.3 (1 in 76)	4.0 (1 in 25)	5.0 (1 in 20)
	Female	0.3 (1 in 334)	0.5 (1 in 189)	0.9 (1 in 109)	3.7 (1 in 27)	4.6 (1 in 22)
Leukemia	Male	0.2 (1 in 421)	0.2 (1 in 614)	0.4 (1 in 279)	1.3 (1 in 76)	1.7 (1 in 60)
	Female	0.2 (1 in 526)	0.1 (1 in 979)	0.2 (1 in 475)	0.8 (1 in 120)	1.2 (1 in 86)
Lung & bronchus	Male	0.2 (1 in 548)	0.7 (1 in 134)	2.1 (1 in 47)	6.7 (1 in 15)	7.6 (1 in 13)
	Female	0.2 (1 in 522)	0.6 (1 in 171)	1.6 (1 in 62)	4.9 (1 in 20)	6.3 (1 in 16)
Melanoma of the skin§	Male	0.4 (1 in 284)	0.4 (1 in 134)	0.8 (1 in 129)	2.1 (1 in 48)	2.9 (1 in 34)
	Female	0.5 (1 in 206)	0.3 (1 in 313)	0.4 (1 in 243)	0.9 (1 in 113)	1.9 (1 in 53)
Non-Hodgkin lymphoma	Male	0.3 (1 in 357)	0.3 (1 in 338)	0.6 (1 in 171)	1.8 (1 in 56)	2.4 (1 in 42)
	Female	0.2 (1 in 537)	0.2 (1 in 475)	0.4 (1 in 233)	1.4 (1 in 71)	1.9 (1 in 52)
Prostate	Male	0.3 (1 in 298)	2.3 (1 in 43)	6.4 (1 in 16)	11.2 (1 in 9)	15.3 (1 in 7)
Uterine cervix	Female	0.3 (1 in 348)	0.1 (1 in 812)	0.1 (1 in 824)	0.2 (1 in 619)	0.7 (1 in 151)
Uterine corpus	Female	0.3 (1 in 370)	0.6 (1 in 171)	0.9 (1 in 111)	1.3 (1 in 78)	2.7 (1 in 37)

*For those who are cancer-free at the beginning of each age interval. †All sites excludes basal cell and squamous cell skin cancers and in situ cancers except urinary bladder. §Statistic is for whites only.

Source: DevCan: Probability of Developing or Dying of Cancer Software, Version 6.7.0. Statistical Research and Applications Branch, National Cancer Institute, 2013. www.srab.cancer.gov/devcan.

American Cancer Society, Surveillance Research, 2014

Risk factors: In the US and other Western countries, the majority of liver cancer cases are due to alcohol-related cirrhosis, and possibly nonalcoholic fatty liver disease associated with obesity, diabetes, and related metabolic disorders. Chronic hepatitis B virus (HBV) and hepatitis C virus (HCV) infections are associated with less than half of liver cancer cases in the US, although they are the major risk factors for the disease worldwide. In the US, rates of HCC are higher in immigrants from areas where HBV is endemic, such as China, Southeast Asia, and sub-Saharan Africa. A vaccine that protects against HBV has been available since 1982. Vaccination is recommended for all infants at birth; for all children under 18 years of age who were not vaccinated at birth; and for adults in high-risk groups (e.g., health care workers, injection drug users, and those younger than 60 years of age who have been diagnosed with diabetes). It is also recommended that pregnant women be tested for HBV.

There is no vaccine available to prevent HCV infection, though new antiviral therapies may prevent chronic infection among those with acute (new) infection. The Centers for Disease Control and Prevention (CDC) recommends one-time HCV testing for everyone born from 1945 to 1965 because people in this birth cohort account for about three-fourths of HCV-infected individuals and HCV-related deaths in the US. Routine testing is recommended for individuals at high risk of infection, such as injection drug users, those on hemodialysis, and people who are HIV infected. People who test positive can receive treatment,

which may reduce their risk of liver cancer, and counseling to reduce the risk of HCV transmission to others. Other preventive measures for HCV infection include screening of donated blood, organs, and tissues; adherence to infection control practices during medical and dental procedures; and needle-exchange programs for injecting drug users. For more information on viral hepatitis, including who is at risk, visit the CDC Web site at cdc.gov/hepatitis/.

Certain genetic disorders, such as hemochromatosis, also increase the risk of liver cancer. In economically developing countries, the risk is increased by some parasitic infections (schistosomiasis and liver flukes) and consumption of food contaminated with aflatoxin, a toxin produced by mold during the storage of agricultural products in a warm, humid environment.

Early detection: Screening for liver cancer has not been shown to reduce mortality. Nonetheless, many doctors in the US screen high-risk people (e.g., those with cirrhosis) with ultrasound or blood tests.

Treatment: Early stage liver cancer can sometimes be successfully treated with surgery in a limited number of patients with sufficient healthy liver tissue. Liver transplantation may be an option for individuals with small tumors that cannot be surgically removed. Other treatment options include ablation (tumor destruction) or embolization (blocking blood flow to the tumor).

Five-year Relative Survival Rates* (%) by Stage at Diagnosis, 2003-2009

	All Stages	Local	Regional	Distant		All Stages	Local	Regional	Distant
Breast (female)	89	99	84	24	Ovary	44	92	72	27
Colon & rectum	65	90	70	13	Pancreas	6	24	9	2
Esophagus	17	39	21	4	Prostate	99	100	100	28
Kidney†	72	92	64	12	Stomach	28	63	28	4
Larynx	61	76	43	35	Testis	95	99	96	74
Liver‡	16	29	10	3	Thyroid	98	100	97	55
Lung & bronchus	17	54	26	4	Urinary bladder§	78	70	33	5
Melanoma of the skin	91	98	62	16	Uterine cervix	68	91	57	16
Oral cavity & pharynx	62	83	59	36	Uterine corpus	82	95	68	17

*Rates are adjusted for normal life expectancy and are based on cases diagnosed in the SEER 18 areas from 2003-2009, all followed through 2010.

†Includes renal pelvis. ‡Includes intrahepatic bile duct. §Rate for in situ cases is 96%.

Local: an invasive malignant cancer confined entirely to the organ of origin. **Regional:** a malignant cancer that 1) has extended beyond the limits of the organ of origin directly into surrounding organs or tissues; 2) involves regional lymph nodes; or 3) has both regional extension and involvement of regional lymph nodes.

Distant: a malignant cancer that has spread to parts of the body remote from the primary tumor either by direct extension or by discontinuous metastasis to distant organs, tissues, or via the lymphatic system to distant lymph nodes.

Source: Howlader N, Noone AM, Krapcho M, et al. (eds). *SEER Cancer Statistics Review, 1975-2010*, National Cancer Institute, Bethesda, MD

http://seer.cancer.gov/csr/1975_2010/, based on November 2012 SEER data submission, posted to the SEER Web site, April 2013.

American Cancer Society, Surveillance Research 2014

Ovary

New cases: An estimated 21,980 new cases of ovarian cancer are expected in the US in 2014. Incidence has been slowly decreasing since the mid-1980s; from 2006 to 2010, the incidence rate decreased by 0.9% per year.

Deaths: An estimated 14,270 deaths are expected in 2014. Ovarian cancer accounts for 5% of cancer deaths among women and causes more deaths than any other cancer of the female reproductive system. From 2006 to 2010, the death rate for ovarian cancer decreased by 2.8% per year among women younger than 65 years of age and by 1.7% per year among those 65 and older.

Signs and symptoms: Early ovarian cancer usually has no obvious symptoms. However, studies have indicated that some women experience persistent, nonspecific symptoms, such as bloating, pelvic or abdominal pain, difficulty eating or feeling full quickly, or urinary urgency or frequency. Women who experience such symptoms daily for more than a few weeks should seek prompt medical evaluation. The most common sign of ovarian cancer is swelling of the abdomen, which is caused by the accumulation of fluid. Abnormal vaginal bleeding is rarely a symptom of ovarian cancer, though it is a symptom of cervical and uterine cancers.

Risk factors: The most important risk factor is a strong family history of breast or ovarian cancer. Women who have had breast cancer or who have tested positive for inherited mutations in *BRCA1* or *BRCA2* genes are at increased risk. Studies indicate that preventive surgery to remove the ovaries and fallopian tubes in these women can decrease the risk of ovarian cancer. Other medical conditions associated with increased risk include pelvic inflammatory disease and a genetic condition called

hereditary nonpolyposis colorectal cancer (also called Lynch syndrome). The use of estrogen alone as menopausal hormone therapy has been shown to increase risk in several large studies. Tobacco smoking increases the risk of mucinous ovarian cancer. Heavier body weight may be associated with increased risk of ovarian cancer. Pregnancy, long-term use of oral contraceptives, and tubal ligation reduce the risk of ovarian cancer. Hysterectomy (removal of the uterus) and salpingectomy (removal of fallopian tubes) may decrease risk.

Early detection: There is currently no sufficiently accurate screening test for the early detection of ovarian cancer in average risk women. Pelvic examination only occasionally detects ovarian cancer, generally when the disease is advanced. However, for women who are at high risk, a thorough pelvic exam in combination with transvaginal ultrasound and a blood test for the tumor marker CA125 may be offered, though this strategy has not yet proven effective in screening even high-risk groups of women. Although a clinical trial in the US showed that these tests had no effect on ovarian cancer mortality when used as a screening tool in average risk women, results are expected in 2015 from another large screening trial under way in the United Kingdom. A pelvic exam, sometimes in combination with a transvaginal ultrasound, may be used to evaluate women with symptoms.

Treatment: Treatment includes surgery and usually chemotherapy. Surgery usually involves removal of one or both ovaries and fallopian tubes (salpingo-oophorectomy), the uterus (hysterectomy), and the omentum (fatty tissue attached to some of the organs in the belly), along with biopsies of the peritoneum (lining of the abdominal cavity). In younger women with very early stage tumors who want to have children, only the involved

Estimated Number* of New Cases for Selected Cancers by State, US, 2014

State	All Sites	Female Breast	Uterine Cervix	Colon & Rectum	Uterine Corpus	Leukemia	Lung & Bronchus	Melanoma of the Skin	Non-Hodgkin Lymphoma	Prostate	Urinary Bladder
Alabama	26,770	3,660	210	2,350	650	690	4,160	1,320	990	3,760	990
Alaska	3,750	450	†	280	100	100	430	90	140	530	150
Arizona	32,830	4,520	210	2,560	910	950	4,280	1,430	1,320	4,390	1,490
Arkansas	16,520	2,050	140	1,500	400	480	2,660	490	660	2,240	640
California	171,730	26,130	1,550	13,930	5,650	5,650	18,780	8,440	7,770	23,010	7,210
Colorado	23,810	3,780	160	1,720	750	870	2,540	1,400	1,060	3,680	1,040
Connecticut	22,070	3,160	120	1,650	790	610	2,730	1,090	920	3,120	1,170
Delaware	5,320	760	†	420	180	150	790	290	220	800	260
Dist. of Columbia	2,840	430	†	250	100	60	320	80	100	510	80
Florida	114,560	15,480	960	10,230	3,410	3,810	17,960	5,320	5,050	16,590	5,800
Georgia	47,390	7,010	420	3,940	1,310	1,370	6,540	2,180	1,820	7,600	1,710
Hawaii	6,640	1,090	60	700	270	220	890	410	300	810	250
Idaho	7,990	1,100	50	610	230	290	960	450	360	1,320	390
Illinois	66,840	9,230	470	5,530	2,290	2,180	9,100	2,440	2,890	8,820	3,090
Indiana	35,560	4,590	260	3,020	1,070	1,060	5,540	1,550	1,480	4,390	1,600
Iowa	17,630	2,320	100	1,580	610	640	2,330	980	800	2,340	830
Kansas	14,630	2,090	100	1,120	470	490	1,900	780	650	1,980	620
Kentucky	25,770	3,370	200	2,170	720	790	4,690	1,540	1,070	3,280	1,100
Louisiana	24,300	3,160	200	2,270	540	720	3,470	750	960	3,720	940
Maine	9,270	1,220	50	700	340	310	1,400	440	380	1,160	540
Maryland	30,680	4,570	230	2,500	1,020	800	3,990	1,400	1,210	5,000	1,280
Massachusetts	37,940	5,560	200	2,800	1,320	1,140	4,930	1,800	1,600	5,600	2,030
Michigan	58,610	7,660	340	4,570	2,010	1,830	8,090	2,830	2,500	8,740	2,930
Minnesota	29,340	3,820	130	2,240	950	1,050	3,070	1,030	1,240	3,870	1,220
Mississippi	15,740	2,130	140	1,510	360	410	2,420	560	560	2,210	540
Missouri	33,890	4,610	240	2,970	1,090	1,040	5,370	1,510	1,430	4,010	1,530
Montana	5,850	860	†	500	180	200	760	290	260	1,010	300
Nebraska	9,550	1,360	60	880	320	330	1,220	460	440	1,250	430
Nevada	14,450	1,880	120	1,290	350	440	2,040	470	550	1,890	680
New Hampshire	8,450	1,150	†	600	300	250	1,110	400	350	1,160	460
New Jersey	51,130	7,290	380	4,280	1,820	1,560	6,130	2,590	2,250	7,320	2,510
New Mexico	10,210	1,450	80	830	300	370	1,060	470	400	1,400	400
New York	107,200	15,230	850	8,590	4,040	3,460	13,720	4,240	4,720	15,440	5,330
North Carolina	52,550	7,580	380	4,230	1,570	1,550	7,850	2,540	2,110	7,580	2,170
North Dakota	3,730	510	†	350	110	130	400	160	160	460	180
Ohio	67,000	8,710	400	5,450	2,280	1,890	9,760	3,170	2,860	8,690	3,110
Oklahoma	19,830	2,700	160	1,760	530	660	3,320	650	850	2,570	830
Oregon	22,530	3,320	130	1,540	720	640	2,950	1,440	960	3,200	1,080
Pennsylvania	79,920	10,660	500	6,790	2,840	2,420	10,290	3,820	3,420	10,930	4,070
Rhode Island	6,370	870	†	500	230	180	870	260	250	840	340
South Carolina	26,390	3,750	210	2,200	750	790	4,130	1,350	1,030	4,000	1,100
South Dakota	4,490	600	†	410	150	160	540	200	200	590	210
Tennessee	36,570	4,840	290	3,030	930	1,040	5,980	1,910	1,470	4,670	1,510
Texas	115,730	16,080	1,140	9,760	3,130	4,190	14,890	3,420	5,030	15,900	4,190
Utah	10,780	1,440	60	650	350	390	650	770	490	1,780	420
Vermont	4,130	560	†	290	140	110	550	220	160	580	210
Virginia	40,970	6,170	290	3,280	1,300	1,080	5,580	2,130	1,640	6,330	1,700
Washington	38,230	5,620	230	2,670	1,160	1,250	4,630	2,410	1,710	5,380	1,730
West Virginia	11,700	1,350	90	1,060	380	330	2,090	540	480	1,450	570
Wisconsin	32,480	4,330	190	2,520	1,140	1,150	4,020	1,440	1,410	4,630	1,580
Wyoming	2,890	420	†	240	90	90	330	150	120	490	140
United States	1,665,540	232,670	12,360	136,830	52,630	52,380	224,210	76,100	70,800	233,000	74,690

*Rounded to the nearest 10. Excludes basal cell and squamous cell skin cancers and in situ carcinomas except urinary bladder. † Estimate is fewer than 50 cases.

Note: These estimates are offered as a rough guide and should be interpreted with caution. State estimates may not sum to US total due to rounding and exclusion of state estimates fewer than 50 cases.

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Estimated Number* of Deaths for Selected Cancers by State, US, 2014

State	All Sites	Brain/ Nervous System	Female Breast	Colon & Rectum	Leukemia	Liver	Lung & Bronchus	Non- Hodgkin Lymphoma	Ovary	Pancreas	Prostate
Alabama	10,510	270	690	950	410	350	3,310	310	280	630	540
Alaska	990	†	70	90	†	†	270	†	†	60	60
Arizona	11,400	310	780	990	500	470	2,840	390	310	790	640
Arkansas	6,730	150	420	620	270	210	2,200	200	140	400	310
California	57,950	1,590	4,270	5,150	2,510	3,140	12,590	2,000	1,560	4,150	3,380
Colorado	7,480	240	530	670	330	300	1,720	240	240	510	450
Connecticut	6,880	180	470	460	290	250	1,760	220	180	520	390
Delaware	1,980	†	120	160	70	90	600	60	50	130	90
Dist. of Columbia	1,010	†	80	100	†	60	230	†	†	80	80
Florida	42,740	920	2,770	3,560	1,760	1,620	12,050	1,430	940	2,890	2,170
Georgia	16,320	380	1,220	1,480	620	590	4,690	460	430	1,040	800
Hawaii	2,450	†	140	230	90	140	580	80	60	210	120
Idaho	2,730	80	180	210	130	80	670	90	60	210	180
Illinois	24,020	540	1,610	2,190	1,020	810	6,570	780	560	1,610	1,190
Indiana	13,370	310	860	1,090	550	380	4,140	440	310	840	580
Iowa	6,380	190	390	570	280	190	1,780	230	180	410	330
Kansas	5,460	150	370	480	260	170	1,560	200	140	370	250
Kentucky	10,130	210	590	850	370	280	3,570	300	200	570	390
Louisiana	9,040	200	640	840	330	400	2,650	260	190	600	400
Maine	3,300	90	190	250	130	110	970	100	60	200	160
Maryland	10,500	240	820	890	390	400	2,760	300	270	760	550
Massachusetts	12,810	310	790	990	510	550	3,500	400	320	920	630
Michigan	20,800	550	1,400	1,680	910	710	5,990	720	480	1,480	890
Minnesota	9,750	260	620	780	460	360	2,480	340	240	650	540
Mississippi	6,350	140	420	640	250	240	1,990	180	120	380	330
Missouri	12,870	310	910	1,090	540	450	3,950	390	250	860	550
Montana	2,000	50	130	170	90	50	520	70	60	130	130
Nebraska	3,480	100	210	340	140	100	900	130	80	240	200
Nevada	4,790	140	380	480	190	220	1,420	140	100	370	280
New Hampshire	2,670	70	170	200	100	80	750	80	60	190	130
New Jersey	16,350	350	1,290	1,510	630	600	3,970	510	440	1,220	760
New Mexico	3,600	90	260	350	140	170	790	110	90	240	220
New York	34,440	790	2,390	2,970	1,440	1,470	8,790	1,110	910	2,540	1,760
North Carolina	18,980	410	1,310	1,500	720	660	5,700	560	430	1,190	920
North Dakota	1,270	†	90	130	60	†	310	†	†	80	80
Ohio	25,260	600	1,720	2,140	990	790	7,370	810	570	1,730	1,200
Oklahoma	7,980	200	510	690	320	280	2,440	270	180	470	370
Oregon	7,940	230	510	660	320	340	2,090	280	220	550	440
Pennsylvania	28,670	610	1,940	2,490	1,200	980	7,600	1,010	730	1,990	1,370
Rhode Island	2,140	50	130	160	90	80	580	60	50	130	100
South Carolina	9,950	220	670	840	360	370	2,970	280	230	610	510
South Dakota	1,610	50	110	150	70	50	440	50	†	110	90
Tennessee	14,280	350	910	1,220	540	500	4,630	440	290	820	630
Texas	37,830	950	2,700	3,430	1,530	2,080	9,600	1,230	900	2,440	1,660
Utah	2,870	110	270	250	150	100	460	120	80	240	210
Vermont	1,340	†	80	100	50	60	390	†	†	90	70
Virginia	14,750	350	1,090	1,240	570	520	4,110	460	380	1,010	730
Washington	12,550	380	820	970	540	550	3,270	430	360	880	730
West Virginia	4,680	100	270	420	170	120	1,480	160	100	230	190
Wisconsin	11,360	310	710	860	550	390	3,000	400	300	800	630
Wyoming	990	†	60	90	70	†	250	†	†	80	40
United States	585,720	14,320	40,000	50,310	24,090	23,000	159,260	18,990	14,270	39,590	29,480

*Rounded to nearest 10. † Estimate is fewer than 50 deaths.

Note: These estimates are offered as a rough guide and should be interpreted with caution. State estimates may not sum to US total due to rounding and exclusion of state estimates fewer than 50 deaths.

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The White House

September 2013

Presidential Proclamation--National Prostate Cancer Awareness Month

Among American men, prostate cancer is both the second most commonly diagnosed cancer and the second-leading cause of cancer deaths. Although prostate cancer incidence and mortality rates have declined over the past two decades, in 2013 alone, an estimated 239,000 men in the United States will be diagnosed with the illness, and almost 30,000 men will die from this disease.

During National Prostate Cancer Awareness Month, we remember those lost to prostate cancer, offer our support to patients and their families, and highlight our commitment to better prevention, detection, and treatment methods. The exact causes remain unknown, but medical professionals have identified several risk factors that can increase a man's chances of developing prostate cancer. It is more common among older men and men with a family history of prostate cancer. African American men also have a significantly higher risk, both of developing and dying from prostate cancer. I encourage all men to learn about warning signs by visiting www.Cancer.gov.

My Administration continues to support important prostate cancer research -- research that will enhance our knowledge and improve prostate cancer prevention and treatment. The Affordable Care Act also offers new protections for all Americans. The health care law bans insurance companies from placing lifetime dollar limits on essential health benefits and from dropping coverage because of mistakes on insurance applications. Beginning in 2014, the Affordable Care Act will also eliminate annual dollar limits on vital benefits, and insurers will no longer be able to deny coverage or charge higher premiums to patients with prostate cancer -- or any other pre-existing medical condition.

This month, I encourage all Americans to lend their support to family, friends, and neighbors whose lives have been touched by prostate cancer. Let us celebrate the compassion and perseverance of health care providers, researchers, and dedicated advocates. Together, we can raise awareness, support research, improve care, and reduce the impact of this disease on our citizens and our Nation.

NOW, THEREFORE, I, BARACK OBAMA, President of the United States of America, by virtue of the authority vested in me by the Constitution and the laws of the United States, do hereby proclaim September 2013 as National Prostate Cancer Awareness Month. I encourage all citizens, government agencies, private businesses, non-profit organizations, and other groups to join in activities that will increase awareness and prevention of prostate cancer.

IN WITNESS WHEREOF, I have hereunto set my hand this thirtieth day of August, in the year of our Lord two thousand thirteen, and of the Independence of the United States of America the two hundred and thirty-eighth.

BARACK OBAMA

Ref: <http://www.whitehouse.gov/the-press-office/2013/08/30/presidential-proclamation-national-prostate-cancer-awareness-month-2013>

File: White House Proclamation, 2013, wd



113th CONGRESS - 1st Session

S. RES. 206

Designating September 2013 as National Prostate Cancer Awareness Month

IN THE SENATE OF THE UNITED STATES

July 30, 2013

Mr. Sessions (for himself, Mr. Cardin, Mr. Crapo, Mr. Wicker, Mr. Chambliss' Mr. Johnson of South Dakota, Mr. Shelby, Mrs. Boxer, Mrs. Feinstein, Mr. Menendez, Mrs. Hagan, Mr. Moran, Ms. Ayotte, Mr. Blunt, and Mr. King) submitted the following resolution; which was considered and agreed to

RESOLUTION

Designating September 2013 as National Prostate Cancer Awareness Month

Whereas 2,500,000 families in the United States live with prostate cancer;

Whereas 1 in 6 males in the United States will be diagnosed with prostate cancer in their lifetimes;

Whereas prostate cancer is the most commonly diagnosed non-skin cancer and the second most common cause of cancer-related deaths among males in the United States;

Whereas the National Cancer Institute estimates that, in 2013, nearly 240,000 men will be diagnosed with, and more than 29,000 men will die of, prostate cancer;

Whereas 40 percent of newly diagnosed prostate cancer cases occur in males under the age of 65;

Whereas approximately every 14 seconds, a male in the United States turns 50 years old and increases his odds of developing cancer, including prostate cancer;

Whereas African-American males suffer from a prostate cancer incidence rate that is up to 65 percent higher than that for white males and have double the prostate cancer mortality rate than that of white males;

Whereas obesity is a significant predictor of the severity of prostate cancer;

Whereas the probability that obesity will lead to death and high cholesterol levels is strongly associated with advanced prostate cancer;

Whereas males in the United States with 1 family member diagnosed with prostate cancer have a 33 percent chance of being diagnosed with the disease, males with 2 close family members diagnosed have an 83 percent chance, and males with 3 family members diagnosed have a 97 percent chance;

Whereas only 33 percent of males survive more than 5 years if diagnosed with prostate cancer after the cancer has metastasized;

Whereas there are no noticeable symptoms of prostate cancer while in the early stages, making screening critical;

Whereas screening by a digital rectal examination and a prostate-specific antigen blood test can detect the disease in the early stages, increasing the chances of survival for more than 5 years to nearly 100 percent;

Whereas ongoing research promises further improvements in prostate cancer prevention, early detection, and treatment; and

Whereas educating people in the United States, including health care providers, about prostate cancer and early detection strategies is crucial to saving the lives of males and preserving and protecting families: Now, therefore, be it

Resolved, That the Senate--

- (1) designates September 2013 as "National Prostate Cancer Awareness Month";
- (2) declares that steps should be taken—

- continued -

- (A) to raise awareness about the importance of screening methods for, and treatment of, prostate cancer;
 - (B) to increase research funding to a level that is commensurate with the burden of prostate cancer, so that--
 - (i) screening and treatment for prostate cancer may be improved;
 - (ii) the causes of prostate cancer may be discovered; and
 - (iii) a cure for prostate cancer may be developed; and
 - (C) to continue to consider ways for improving access to, and the quality of, health care services for detecting and treating prostate cancer; and
- (3) calls on the people of the United States, interest groups, and affected persons--
- (A) to promote awareness of prostate cancer;
 - (B) to take an active role in the fight to end the devastating effects of prostate cancer on individuals, families, and the economy; and
 - (C) to observe National Prostate Cancer Awareness Month with appropriate ceremonies and activities.



**California Senate Concurrent Resolution Number 33
Prostate Cancer Awareness Month
June 24, 2013**

SCR 33, as amended, Senator Gaines. Prostate Cancer Awareness Month.

This measure would designate September 2013 as Prostate Cancer Awareness Month in the State of California.

WHEREAS, Prostate cancer is the most frequently diagnosed cancer in men aside from skin cancer and the second leading cause of cancer death in men aside from lung cancer; and

WHEREAS, The American Cancer Society estimates that one in six men will develop prostate cancer in his lifetime with an estimated 238,590 new cases of the disease in the United States predicted for 2013, which would result in an estimated 29,720 deaths; and

WHEREAS, In California, prostate cancer is the most common cancer among men in most racial and ethnic groups. African American men are 45 percent more likely to develop this disease than non-Hispanic white men and 58 percent more likely than Hispanic men; and

WHEREAS, In California, approximately 20,430 men are predicted to be diagnosed with prostate cancer in 2013, and, of this number, approximately 3,085 men are predicted to die of this disease; and

WHEREAS, The survival rate approaches 100 percent when prostate cancer is diagnosed and treated early but drops to 28 percent when the disease spreads to other parts of the body; and

WHEREAS, Early stages of prostate cancer usually do not have symptoms and genetic predisposition may be responsible for 5 to 10 percent of prostate cancer cases; and

WHEREAS, Recent studies suggest that a diet high in processed meat or dairy foods may increase the risk of prostate cancer, while obesity may contribute to an increased risk of more aggressive forms of the disease; and

WHEREAS, Obesity and smoking are associated with an increased risk of dying from prostate cancer; and

WHEREAS, The American Cancer Society recommends that all men be given sufficient information on both the benefits and limitations of early detection and testing for prostate cancer to allow each man to make a decision based on his personal values and preferences; now, therefore, be it

Resolved by the Senate of the State of California, the Assembly thereof concurring, That the Legislature designates September 2013 as Prostate Cancer Awareness Month in the State of California and encourages public officials and citizens of California to observe the month with appropriate activities and programs; and be it further

Resolved, That the Legislature joins communities across our nation to increase awareness of the importance of each man making an informed decision with his health care provider with regard to early detection and testing for prostate cancer; and be it further

Resolved, That the Secretary of the Senate transmit copies of this resolution to the author for appropriate distribution.

Legislation Details (With Text)

2.

File #:	14-341	Version:	1	Name:	
Type:	Presentation	Status:		Agenda Ready	
File created:	8/22/2014	In control:		City Council	
On agenda:	9/16/2014	Final action:			
Title:	SUBJECT: Proclaim October 5-11, 2014 as Fire Prevention Week				
	Recommendation for Action: Staff recommends that the City Council join the National Fire Protection Association in proclaiming October 5-11, 2014 as Fire Prevention Week.				

Sponsors:**Indexes:****Code sections:****Attachments:** [Proclamation - Fire Prevention Week 2014](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Proclaim October 5-11, 2014 as Fire Prevention Week

Recommendation for Action : Staff recommends that the City Council join the National Fire Protection Association in proclaiming October 5-11, 2014 as Fire Prevention Week.

Staff Contact

Dan Bellini, Public Safety Chief - 661-7834, dan.bellini@cityofwoodland.org

Fiscal Impact

None

Report in Brief

Fire Prevention Week is dedicated to raising awareness of the dangers of fire and how to prevent it. The City Council has annually recognized Fire Prevention Week in Woodland and the Fire Department has coordinated this recognition with community education and awareness activities. Staff recommends the City Council join the National Fire Protection Association (NFPA) in proclaiming October 5-11, 2014 as Fire Prevention Week and dedicate this year to raising public awareness of the value of using smoke alarms.

Background

The history of Fire Prevention Week has its roots in the Great Chicago Fire, which began on October 8, 1871, and lasted 27 hours. In the end, the Great Chicago Fire killed more than 250 people, left more than 100,000 people homeless, destroyed more than 17,400 structures and burned more than 2,000 acres.

This year's theme is **"Working Smoke Alarms Save Lives - Test Yours Every Month."** This week is the perfect time to inform our citizens that smoke alarms are a key part of a home fire escape plan. When there is a fire, smoke spreads fast. Working smoke alarms give early warning so you can get outside quickly. We want to empower our citizens to have a hand in preventing fires and protecting their families with lifesaving technologies and planning.

Here are some interesting statistics gathered by NFPA:

- Almost 60% of reported home fire deaths in 2007 to 2011 resulted from fires in homes with no smoke alarms or no working smoke alarms.
- Working smoke alarms cut the risk of dying in reported home fires in half.
- In fires considered large enough to activate the smoke alarm, hardwired alarms operated 93% of the time, while battery powered alarms operated only 79% of the time.
- When smoke alarms fail to operate, it is usually because batteries are missing, disconnected, or dead.
- An ionization smoke alarm is generally more responsive to flaming fires and a photoelectric smoke alarm is generally more responsive to smoldering fires. For the best protection, or where extra time is needed to awaken or assist others, both types of alarms, or combination ionization and photoelectric alarms are recommended.
- A smoke alarm should be on the ceiling or high on a wall. Install smoke alarms inside and outside each bedroom and sleeping area. Install alarms on every level of the home. Install alarms in the basement. Large homes may need extra alarms
- It is best to use interconnected smoke alarms. When one alarm sounds, they all sound.
- Test all smoke alarms at least once a month. Press the test button to be sure the alarm is working.
- Keep smoke alarms away from the kitchen to reduce false alarms. They should be at least 10 feet from the stove.
- People who are hearing impaired or deaf can use special alarms that have strobe lights and bed shakers.
- Replace all smoke alarms when they are 10 years old.
- According to an NFPA survey, only one-third of Americans have developed and practiced a home fire escape plan.
- Almost three-quarters of Americans do have an escape plan; however, more than half never practice it.
- One-third of respondents who made an estimate thought they would have at least six minutes before a fire in their home would become life threatening. The time available is often much less. Only 8% said their first thought on hearing a smoke alarm would be to get out!

Discussion

The celebration of Fire Prevention Week has been a long-standing tradition in our community. It gives Fire Department personnel the chance to introduce themselves to the citizens of our community in a casual learning environment. Through this interaction, members of the Fire Department educate youth, teachers, and parents about the importance of fire safety and fire prevention.

Again this year, we will be implementing the First Grade Program into our Public Education schedule. The Fire Department uses this program in conjunction with fire station tours and community events to teach the public about fire safety.

Conclusion

Staff recommends that the City Council join the National Fire Protection Association in proclaiming October 5-11, 2014 as Fire Prevention Week.

Prepared by: Bonnie Sylva, Administrative Secretary

Reviewed by: Dan Bellini, Public Safety Chief

Paul Navazio, City Manager

Attachment: Proclamation for 2014 Fire Prevention Week

Legislation Details (With Text)

3.

File #: 14-368 **Version:** 1 **Name:**
Type: Consent Item(s) **Status:** Agenda Ready
File created: 9/8/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Public Works Quarterly Status Report for the period of June through August 2014
Recommendation for Action: Staff recommends that the City Council accept the Public Works Department's Quarterly Status Report

Sponsors:**Indexes:****Code sections:****Attachments:** [Jun-Aug Qtrly Report - FINAL](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Public Works Quarterly Status Report for the period of June through August 2014

Recommendation for Action : Staff recommends that the City Council accept the Public Works Department's Quarterly Status Report

Staff Contact

Johanna Currie - Senior Management Analyst - 530-661-5902
johanna.currie@cityofwoodland.org

Fiscal Impact

None - for information only.

Background

This quarterly status report covers the period of June through August 2014. The Report presents a summary of Service Requests and Work Orders completed, and also contains a narrative description of major work performed and/or notable Department highlights.

Conclusion

Staff recommends that Council receive the Report and advise staff if they have any questions.

Prepared by: Johanna Currie
Senior Management Analyst

Reviewed by: Gregor G. Meyer
Public Works Director

Paul Navazio, City Manager

Attachment

Legislation Details (With Text)

4.

File #:	14-361	Version:	1	Name:	
Type:	Consent Item(s)	Status:		Agenda Ready	
File created:	9/4/2014	In control:		City Council	
On agenda:	9/16/2014	Final action:			
Title:	SUBJECT: Approval of Draft 2013-14 Community Development Block Grant Consolidated Annual Performance and Evaluation Report				
	Recommendation for Action: Staff recommends that the City Council approve the Draft 2013-14 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER).				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	CAPER DRAFT Public Notice English+Spanish 8Aug14				
Date	Ver.	Action By	Action	Result	

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Approval of Draft 2013-14 Community Development Block Grant Consolidated Annual Performance and Evaluation Report

Recommendation for Action : Staff recommends that the City Council approve the Draft 2013-14 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER).

Staff Contact

Dan Sokolow, Senior Planner - (530) 661-5927, dan.sokolow@cityofwoodland.org

Fiscal Impact

There is no impact to the General Fund.

Background

The Consolidated Annual Performance and Evaluation Report (CAPER) is a summary of the City of Woodland's progress toward meeting the goals specified in a "Consolidated Plan". The CAPER is a mandated

report for all communities receiving Community Development Block Grant (CDBG), Home Investment Partnership Act (HOME), Emergency Shelter Grant (ESG), and Housing Opportunities for People with AIDS (HOPWA) funds from the United States Department of Housing and Urban Development (HUD). Of these four funding sources, the City of Woodland receives CDBG from HUD and HOME funds from the State of California Department of Housing and Community Development. The City's community needs and objectives for the period of 2010-2014 are outlined in its Consolidated Plan. The Consolidated Plan is an additional document required by HUD, which coordinates all elements of community development, housing, neighborhood development, and economic development planning into a single plan and vision of activities and strategies to be undertaken during a three to five year time period. The programs and activities budgeted each year to meet these community development goals are outlined in the City's Annual Action Plan for the CDBG program, as approved by the City Council each spring. The CAPER is completed following each program year as a financial summary and a narrative of the accomplishments for the prior CDBG fiscal year's Annual Action Plan.

The contents of the CAPER are summarized below:

- *Summary of Resources:*
The CAPER contains a summary of the financial resources that the City has at its disposal to address identified community needs and objectives. CDBG, Supportive Housing Program, and other housing grant funds and programs are all among the sources utilized by the City to accomplish the stated goals of the Consolidated Plan.
- *Narrative Assessment of Strategic Plan Goals and Objectives:*
A thorough assessment of the City's effort to address its community development needs and objectives is provided in the CAPER, with particular focus given to the areas of affordable housing, fair housing, and homeless services. One purpose of the CAPER is to allow jurisdictions the opportunity to self-evaluate the effectiveness of policies, programs, and activities utilized to achieve Consolidated Plan goals.
- *Program Activity Financial Summary Reports:*
HUD requires that certain program activity and financial summary reports be submitted with the CAPER. These reports outline the City's expenditures and accomplishments for individual projects and programs, allowing HUD to compile and maintain necessary data regarding its grant programs.

Discussion

The 2013-2014 CAPER emphasizes that the City of Woodland was successful during the past fiscal year in continuing to implement the objectives of its Consolidated Plan. Some highlights of the program year include completion of the City's ADA project (FY 2013-2014 funding, completed in late Summer 2014); installation of three solar photovoltaic systems for lower-income households by GRID Alternatives; and installation of artificial turf, shade structures, and landscaping in the courtyard of the Walter's House facility (FY 2013-14 funding) operated by the Friends of the Mission.

Funds of \$69,675 were provided to eight non-profit public service operations in the community providing services to low income people such as shelters (Yolo Wayfarer Center), meals for seniors (Elderly Nutrition), health care services for uninsured youth and adults (CommuniCare), and housing for mentally ill adults at risk of homelessness (New Dimensions Supported Housing - Yolo Community Care Continuum).

In addition, under the Consolidated Plan goal to “support public facilities improvements for public service agencies and residential facilities for homeless and special needs populations”, \$301,925 was allocated in FY 2013-14 in addition to the unexpended \$360,618 of which the majority of these funds were expended as projects were either under construction or closed out. Public facility improvement projects completed or under construction during the 2013-2014 period included the following:

- City of Woodland, ADA Accessibility Program (FY 2013-14 funding, project underway)
- Yolo County Housing, Site Preparation for New Education, Recreation, and Boxing Facility (FY 2013-14 and 2011-12 funding, project underway)
- Yolo Family Services Agency, HVAC Project (FY 2013-14 funding, project completed)
- GRID Alternatives, Solar Affordable Housing Project (FY 2013-14 funding, project underway)
- Friends of the Mission, Walter’s House Improvement Project (FY 2013-14 funding, project underway)
- St. John’s Retirement Village, Weather Walkway (FY 2012-13 funding, project completed)
- City of Woodland, ADA Accessibility Program (FY 2012-13 funding, project completed)
- St. John’s Retirement Village, Emergency Backup Generator (FY 2008-09 funding, project completed)

The City continues to ensure its compliance with HUD’s timeline requirements so that CDBG-funded projects and programs move forward. The entitlement program rule for timeliness is that the grantee cannot have more than 1.5 times their annual grant (entitlement) amount unspent. HUD in March 2014 determined that Woodland’s ratio was 1.32. The ratio was adjusted for grant program income (repaid CDBG loan funds). The City has maintained a timelessness ratio of less than 1.5 since FY 2005-06.

Public Contact

The public was informed that the CAPER was available to review through a notice published in the Daily Democrat on August 14, 2014 in English and Spanish and posting of the City Council agenda for tonight’s council meeting. The CAPER has been available for review at the Community Services Department (Woodland Community and Senior Center, 2001 East Street), the Community Development Department (City Hall, 300 First Street), and on the City of Woodland website since August 29, 2014. As of September 8, 2014, no public comments have been received.

Conclusion

Staff recommends that the City Council approve the 2013-2014 Draft Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER).

Prepared by: Dan Sokolow
Senior Planner

Reviewed by: Christine Engel
CSD Director

Paul Navazio
City Manager

Attachments: 1) Draft 2013-2014 CAPER 2) Public Notice



Consolidated Annual Performance and Evaluation Report (CAPER) 2013-2014



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I. INTRODUCTION

The Consolidated Annual Performance and Evaluation Report (CAPER) is a summary of the City of Woodland's progress toward meeting the goals specified in the Consolidated Plan. The CAPER is a mandated report for all communities receiving Community Development Block Grant (CDBG), Home Investment Partnership Act (HOME), Emergency Shelter Grant (ESG), and Housing Opportunities for People with AIDS (HOPWA) funds from the United States Department of Housing and Urban Development (HUD). Of these four funding sources, the City of Woodland receives CDBG from HUD and HOME funds from the State of California Department of Housing and Community Development. The Consolidated Plan coordinates all elements of community development, housing, neighborhood development, and economic development planning into a single plan and vision of activities and strategies to be undertaken during a three to five year time period.

The Consolidated Plan and its Strategic Plan outline long-term strategies that:

- 1) Identify community needs and problems.
- 2) Analyze market conditions and availability of resources associated with those needs and problems.
- 3) Set priorities and adopt goals and strategies for addressing identified needs and problems through activities and programs within a fiscal year.

Within these general parameters, the City of Woodland developed its own local needs and priorities, and then tailored a strategy and funding plan that is intended to fill voids in local services as well as to promote the

preservation and revitalization of neighborhoods. This strategy, laid out in the City's Consolidated Plan for 2010-11 to 2014-15, was adopted by the City Council on January 19, 2010.

The City of Woodland completed the fourth year of its current Consolidated Plan on June 30, 2014. A summary assessment of the first four years of the 2010-11 to 2014-15 Five-Year Consolidated Plan expenditures is presented in **Appendix A**. This CAPER describes programmatic accomplishments for the period of July 1, 2013 through June 30, 2014, along with a report on other Community Development milestones. Section III of this CAPER provides a summary assessment of how activities undertaken in the 2013-14 Fiscal Year have served to meet the Five-Year Strategic Plan Goals and Objectives outlined in the Consolidated Plan.

Programmatic accomplishments and demographic data associated with each of the projects and activities undertaken during 2013-14 are reported in detail through the Integrated Disbursement and Information System (IDIS), established by HUD's Office of Community Planning and Development (CPD). This automated information system is designed to provide up-to-date information for HUD. The reports generated from HUD's IDIS system and included with this CAPER are found in **Appendix B**.

CITIZEN PARTICIPATION

The CAPER is available to citizens, community groups, and other interested parties for public examination and comment. A public notice was published on August 14, 2014 informing the public that the City of Woodland CAPER was available to the public for a 30-day comment period (see **Appendix C**).

PUBLIC HOUSING

The City of Woodland does not operate public housing or public housing programs in the City. Public housing and public housing programs are provided by Yolo County Housing.

SPECIAL NEEDS HOUSING

The City of Woodland supported special needs housing in 2013-14 with the use of CDBG funding for improvements to a number of housing facilities.

Friends of the Mission (FOM) received CDBG funds (FY 2013-14 funding) to improve the main courtyard recreational space for Walter's House. FOM provides transitional housing for up to 44 individuals at Walter's House. The project resulted in the replacement of a gravel and dirt area with high quality turf to allow for more ADA accessibility while providing a safe zone to foster social interactions and outdoor activities for residents of Walter's House. Additional improvements included the construction of a shade and landscaping.

St. John's Retirement Village, a senior citizen supportive housing facility in Woodland, completed its Weather Walkway project (FY 2012-13 funding) in late 2013. The project resulted in the removal of a 150-long walkway cover which had considerable dry rot damage and its replacement with similar materials using the existing stone columns and sprinkler system. The walkway light was upgraded and the external roofing was improved to accommodate water drainage so the overall structure would have an estimated 20-year life expectancy. The walkway provides protection to senior residents between the personal care unit and administration buildings. St. John's is a non-profit organization and it provides five

levels of care from the active independent senior to those in need of 24-hour skilled nursing care.

Yolo County Housing completed its Cottonwood Meadows Rehabilitation Project (FY 2010-11 funding) in July 2013. The project resulted in ADA improvements to the site including the parking lots and approaches on the property, removal of cracked and heaved sidewalks that occurred because of tree roots (trip hazards), and the cutting back of tree roots at least three feet from the removed concrete walkways. A total of 49 very low income senior households reside at Cottonwood Meadows.

The City continues to make annual Section 108 loan repayments for the Casa Del Sol Mobile Home Project, which is designed to eliminate substandard housing for residents of the 156-space mobile home park. However, beginning in 2007-08 the City used its redevelopment tax-increment funds to make the annual loan repayments in order to free more CDBG entitlement funds for public facility projects. California State Assembly Bill 1x 26 dissolved California redevelopment agencies effective February 1, 2012. The Woodland Redevelopment Agency was replaced by the Woodland Successor Agency. The Successor Agency is winding down the affairs of the former Redevelopment Agency and has been allocated a limited amount of tax increment funds. A portion of the tax increment has been used to make the Section 108 loan repayments through calendar year 2013; however, CDBG entitlement funds will be used to make the final loan payment during 2014-15.

II. SUMMARY OF RESOURCES

Community Development Block Grant

For Fiscal Year 2013-14, the City of Woodland was awarded a total of \$464,500 of CDBG program funds from HUD. The City utilized these funds for programs and activities that address community development needs identified in the Consolidated Plan. A total of \$403,253.75 in unexpended funds including program income from prior years was made available also in 2013-14 for total program resources of \$867,753.75.

The Available CDBG Funding Table provides a breakdown of CDBG funds that were available to individual projects that had expenditures during the 2013-14 program year. The table also indicates the amount of grant funds that were drawn in the 2013-14 program year for projects that were funded during previous funding cycles. At the start of FY 2013-14 there were several unfinished projects from prior years. A number of these projects were successful in completing their projects and consequently drawing their grant funds.

CDBG Action Plan Substantial Amendment

The Woodland City Council approved a Substantial Amendment to the Program Year 2011-12 CDBG Action Plan on April 17, 2012, and it was subsequently approved by HUD. The City amended the Action Plan with approximately \$120,000 in Program Income received primarily from two housing rehabilitation loan repayments. The Substantial Amendment allocates funds to CommuniCare (\$50,000) to assist with the building permit fees for the construction of a new and improved community health care clinic, the City of Woodland (\$60,000) to modify existing public first and second floor restrooms at City Hall for ADA compliance, and St. John's Retirement Village (\$10,000) to install a diesel conversion system on a back up

generator to ensure that ambulatory residences at St. John's have power at all times. CommuniCare had received CDBG funds in 2009-10 for the design of the clinic. Construction of the clinic was completed in February 2014 and CommuniCare has moved into the new facility. The City Hall restroom project was completed in early 2013. St. John's completed the diesel conversion system in late 2013.

Redevelopment Agency

Prior to the February 1, 2012 dissolution of the City of Woodland's Redevelopment Agency, the Agency administered the City's CDBG program along with all other affordable housing programs, and often used a portion of its tax increment funding and housing set-aside funds to augment certain CDBG programs and activities associated with public improvements and affordable housing. In 2012-13 tax increment dollars were used to pay the annual Section 108 loan repayment in order to invest more CDBG funds in Public Facility projects. However, other than the repayment of the Section 108 loan for Casa del Sol, Redevelopment Agency funds are no longer available to assist CDBG programs/activities and the administration of affordable housing programs. For 2014-15, CDBG entitlement funds will be used to make the final Section 108 loan payment.

Supportive Housing Program

The City and the Yolo Wayfarer Center have received one-year renewable Continuum of Care (CoC) grants from the Department of Housing and Urban Development (HUD) for each calendar year during the period of 2003 - 2013. The CoC renewal grant amount for 2013 will be funded in the amount of \$154,068. The grant is used to support transitional housing programs for singles and families. Additionally, the City and Yolo Wayfarer Center have been awarded 2013 CoC renewal grants in the amounts of \$23,455 (for individuals) and \$23,655 (for families) for permanent supportive housing programs. The City and Wayfarer are awaiting HUD's decision on a fourth grant in the amount of \$23,009 for permanent supportive housing (Reallocation Project to Serve Chronically Homeless). Through the CoC grants, the City and Wayfarer Center have continued their efforts to provide assistance to homeless and at-risk individuals and families in the transition from homelessness to independent living.

Affordable Housing Grant Programs

During program year 2013-14, the City of Woodland was again active in administering grant funding for affordable housing activities. Since 2004, the City has received multiple HOME, BEGIN and CalHome grants, totaling \$4.14 million, from the California State Department of Housing and Community Development (HCD) to assist first-time homebuyers. These programs allowed the City of Woodland to make more for-sale housing units available to low income households in the Spring Lake new growth area and other areas of the City. To date through the end of June 2014, 85 homes have been sold to low- and moderate-income households through the program. In 2011, HCD awarded the City a

HOME grant in the amount of \$800,000 for first time homebuyer assistance. The grant expired at the end of July 2013.

In 2013-14, two units were closed through the Homebuyers Assistance Program through the use of the 2011 HOME grant. Residential units reserved for affordable buyers are available through the Huntington Square Subdivision in the Spring Lake Specific Plan Area. A second project in Spring Lake, Parkview, is expected to start home construction in the second half of 2014 and the project will include seven affordable units reserved for lower-income buyers.

Because the HOME grant had an expenditure deadline of July 31, 2013, the City applied for a CalHome first time homebuyer grant in March 2013; however, the application was not selected for funding. The City expects to apply for other first time homebuyer grants in 2014 in order to assist the affordable purchasers of new and resale homes.

The activities associated with other funding sources, along with other affordable housing accomplishments, are discussed in greater detail in Section III of this CAPER.

**AVAILABLE CDBG FUNDING
PROGRAM YEAR 2013-2014**

Program Year	Project Name	HUD Activity #	Funded Amount Available (July 1, 2013)	Expended in Program Year 2013-2014	Total Remaining Remaining CDBG Funds
2008	EMERGENCY GENERATOR (1)	281	\$5,278.37	\$5,278.37	\$0.00
2009	YCCC SUPPORTIVE HOUSING REHAB	304	\$21,268.35	\$7,922.29	\$13,346.06
2010	COTTONWOOD MEADOWS REHAB	333	\$4,574.00	\$4,574.00	\$0.00
2011	WCC TRAINING PROJECT (2)		\$22,000.00	\$0.00	\$22,000.00
2011	YCH SITE PREP EDU/REC/BOXING FAC (2)		\$12,000.00	\$0.00	\$12,000.00
2011	CONTINGENCY-WILLDAN ACT DEL ASSIST		\$6,500.00	\$0.00	\$6,500.00
2012	COW ADA ACCESSIBILITY PROGRAM (3)	377	\$144,222.21	\$123,060.22	\$21,161.99
2012	SAC VALLEY HIST RAILWAYS TRAIN DEPOT	383	\$64,921.00	\$3,426.88	\$61,494.12
2012	ST.JOHN'S WEATHER WALKWAY	371	\$25,000.00	\$25,000.00	\$0.00
2012	COMMUNICARE HEALTH SERVICES	366	\$1,750.00	\$1,750.00	\$0.00
2012	LSNC FAIR HOUSING SERVICES	376	\$2,500.00	\$2,500.00	\$0.00
2012	PPMM TEEN SUCCESS	367	\$1,625.00	\$1,625.00	\$0.00
2012	YCCC NEW DIMENSIONS SUPPORTED HSNG	382	\$1,528.62	\$1,528.62	\$0.00
2012	YWC EMERGENCY FOOD & SHELTER	375	\$1,178.16	\$1,178.16	\$0.00
2013	LSNC FAIR HOUSING SERVICES	392	\$10,000.00	\$7,500.00	\$2,500.00
2013	YCCC NEW DIMENSIONS SUPPORTED HSNG	393	\$8,068.00	\$6050.97	\$2,017.03
2013	YWC EMERGENCY FOOD & SHELTER	394	\$11,171.00	\$9,516.24	\$1,654.76
2013	FOM WALTER'S HOUSE IMPROVEMENT	395	\$26,584.00	\$20,566.49	\$6,017.51
2013	COW RECREATION SCHOLARSHIPS	396	\$7,447.00	\$7,447.00	\$0.00
2013	PPMM TEEN SUCCESS	397	\$8,166.00	\$6,126.00	\$2,040.00
2013	GRID ALTERNATIVES HOUSING REHAB	398	\$14,396.00	\$9,597.34	\$4,798.66
2013	YOLO FAMILY SERVICE AGENCY HVAC	399	\$23,993.00	\$23,993.00	\$0.00
2013	COMMUNICARE HEALTH SERVICES	400	\$7,447.00	\$5,585.25	\$1,861.75
2013	YCH SITE PREP EDU/REC/BOXING FAC	401	\$74,997.00	\$0.00	\$74,997.00
2013	CDBG AMINISTRATION	402	\$92,900.00	\$76,163.61	\$16,736.39
2013	ELDERLY NUTRITION SENIOR MEALS	403	\$9,929.00	\$6,215.75	\$3,713.25
2013	COW SERIES STREET LIGHT DESIGN	405	\$25,000.00	\$0.00	\$25,000.00
2013	COW UTILITY ASSISTANCE PROGRAM	406	\$7,447.00	\$7,361.26	\$85.74
2013	COW ADA ACCESSIBILITY PROGRAM	407	\$136,955.00	\$34,537.67	\$102,417.33
			\$778,845.71	\$321,258.05	\$380,341.59

(1) Includes \$10,000 in funding from 2011-2012 Program Income Amendment.

(2) Projects funded through re-programming of FY 2011-12 funds.

(3) Remaining balance will be used for FY 2013-14 COW ADA Accessibility Program.

**Balances above reflect Federal IDIS through June 30, 2014.*

III. NARRATIVE STATEMENTS—

A. ASSESSMENT OF STRATEGIC PLAN GOALS AND OBJECTIVES

The following section of the CAPER provides an overview of the City's efforts and accomplishments in addressing its identified community development needs and priorities during the 2013-2014 program year. A brief description of activities, programs, and projects that have contributed to achieving the City's community development goals and objectives is given.

Summary of Accomplishments—Housing Production, Preservation, and Rehabilitation

In its Strategic Plan of the 2010-2014 Consolidated Plan, the City of Woodland established the following four priorities to address the need for adequate affordable and market-rate housing:

- 1) 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 Redevelopment Agency 5-year Implementation Housing Component;
- 2) Support the preservation, maintenance and improvement of existing housing and the replacement of unsafe or dilapidated housing;
- 3) 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; and

- 4) Address priority historic preservation needs including both residential and non-residential historic preservation.

While accomplishments related to increasing and preserving the housing supply for low- and moderate-income housing are noted in this section of the CAPER, further discussion of City programs to provide for affordable housing is included in the Affordable Housing section.

The City continued its effort to develop and preserve affordable housing during the 2013-2014 program year through the allocation of CDBG funding and through continued support for projects and programs for housing to benefit low- and moderate-income households. A summary of these activities is provided below.

Friends of the Mission (FOM) received CDBG funds (FY 2013-14 funding) for improvements to Walter's House. The facility provides transitional housing for 44 individuals. The improvements include the replacement of a gravel and dirt courtyard area with artificial turf, the installation of landscaping, and the construction of a shade structure. The improvements will allow for ADA accessibility and provide a safe zone to foster social interactions and outdoor activities for residents. The project was completed in July 2014.

The City Council held a Tax Equity and Fiscal Responsibility Act (TEFRA) Hearing on June 17, 2014 for the 48-unit Crosswood Apartments complex located at 646 Third Street and 641 – 645 Second Street. At the conclusion of the hearing, the Council adopted a resolution approving the issuance of revenue bonds in the not to exceed amount of \$3,800,000 by

the California Affordable Housing Agency (CAHA) for the acquisition and rehabilitation of Crosswood by New Hope Community Development Corporation, the non-profit development affiliate of Yolo County Housing. The complex was constructed in 1970 and provides affordable housing based on a project-based Section 8 contract. However, the Section 8 contract was on a year to year renewal and this put Crosswood at risk of converting to market rate. New Hope stepped in to purchase the complex and preserve the affordable units. The rehabilitation scope for Crosswood is expected to include new siding, roofing, hot water systems, HVAC, the installation of energy efficient appliances, the use of dual pane windows to replace existing windows, cabinet and countertops, plumbing fixtures, paint, carpet and flooring, ADA upgrades, landscaping, etc. and possibly the installation of a solar photovoltaic system. While temporary tenant relocation may be required depending on the ultimate level of rehabilitation carried out, it is not anticipated that permanent relocation will be needed.

St. John's Retirement Village, a non-profit senior citizen supportive housing facility in Woodland, completed a weather walkway replacement project in late 2013 (FY 2012-13 funding). CDBG funds were used to replace a 150-foot long walkway cover which provides protection to senior residents between the personal care unit building and the administration building. The walkway cover was constructed in 1990 and deteriorated to the point of being a safety hazard.

Prior to the February 1, 2012 dissolution of the City of Woodland's Redevelopment Agency, the Agency administered the City's CDBG program along with all other affordable housing programs, and often used a portion of its tax increment funding and housing set-

aside funds to augment certain CDBG programs and activities associated with public improvements and affordable housing. In 2013-14 tax increment dollars were used to pay the annual Section 108 loan repayment in order to invest more CDBG funds in Public Facility projects. However, other than the repayment of the Section 108 loan for Casa del Sol, Redevelopment Agency funds are no longer available to assist CDBG programs/activities and the administration of affordable housing programs. For 2014-15, CDBG entitlement funds will be used to make the final Section 108 loan payment.

The Homebuyer Assistance Program closed loans for two units during the 2013-14 program year.

Housing Rehabilitation

The City offers a Housing Rehabilitation/Assistance Program. This program provides deferred, low-interest loans to low-income homeowners for the rehabilitation or purchase of their home.

While no loans were made in the 2013-14 program year, the City believes this program is very important in helping maintain the older housing stock in the City. Most of the people who apply for assistance under this program fall in the category of elderly or disabled and all are low-income qualified. The City maintains an interest list for this program and will contact interested individuals as funding becomes available.

GRID Alternatives (North Valley) received FY 2013-14 CDBG funds for its affordable housing rehabilitation project. The project resulted in the retrofit installation of solar energy systems for three owner-occupied low-income households. The immediate long-term savings

from the solar energy systems benefit the long-term self-sufficiency of the benefiting households.

Summary of Accomplishments—Housing for the Homeless/At-Risk Population

The Strategic Plan identified the following four priorities for addressing homeless needs:

- 1) Continue to support programs to address the need for emergency and transitional housing;
- 2) Continue to support programs to transition homeless persons to permanent housing;
- 3) Continue to support programs for the prevention of homelessness; and
- 4) Work with the Yolo County Housing Authority in support of the Section 8 Voucher Program and other programs to provide affordable rental housing.

While accomplishments related to increasing the housing supply for the homeless or at-risk population are noted in this section of the CAPER, further elaboration of the City's effort to provide adequate resources and services to the homeless population is included in the Continuum of Care/Homeless Services section.

The City continued its effort to provide housing for the homeless and at-risk population during the 2013-14 fiscal year through the allocation of CDBG funding for projects and programs serving the homeless. A summary of these activities is provided below:

- ***Supportive Housing Rehabilitation:*** Yolo Community Care Continuum (YCCC) owns and operates Haven House, a 5-unit supportive housing facility in Woodland, as part of the organization's New Dimensions

Supportive Housing Program which offers housing and support services to the mentally ill. Rehabilitation of the facility was expected to be completed in Summer 2014.

- ***Emergency Food and Shelter:*** Provided daily emergency food and shelter services to homeless and low-income citizens of Woodland and Yolo County including: weekday nutritional meals, case management, agency referrals, mental health services, and other shelter services through the Yolo Wayfarer Center.

Public Services Programs

The Consolidated Plan identified a variety of public services needs to be met in the community:

- 1) Address priority public service needs for senior, handicapped, youth, transportation, substance abuse, child care, health and other services as well as employment training, crime awareness, and fair housing counseling.

Beyond Public Services funding allocated to agencies to meet homeless needs, as part of the Continuum of Care, CDBG funds were allocated in 2013-14 to serve at-risk populations, as discussed below, addressing high priority public service needs serving at-risk groups, seniors and youth.

CDBG funds were allocated and expended in 2013-14 to provide services for the following senior programs and at-risk populations:

- ***Home Delivered Meals Program-*** provided hot, nutritious lunch meals served by volunteers to frail homebound seniors.

- *Utility Assistance Program*-the City of Woodland Finance Department and CDBG staff have implemented an assistance program to help offset the cost of qualified household utility bills for a limited period. Water rates and water quality continue to be a major concern of Woodland residents, especially low income households. Participants must qualify for and participate in PG&E's FERA or CARE programs to qualify for assistance.

CDBG funding supported the following youth program in 2013-14:

- *Teen Success*- Facilitated group sessions provided to pregnant and parenting teen mothers (12-19 years old) to provide a supportive environment, discuss issues of teen pregnancy and work to achieve short- and long-term goals.
- *Summertime Fun Club Camperships*-The program provided partial scholarships to assist low-income youth with the cost of participating in the City's summer recreation programs.

Finally, CDBG funding supported fair housing services to Woodland citizens. Legal Services of Northern California provides free information and advice on fair housing issues, case intake, complaint processing, and investigation of alleged fair housing violations. Other services include fair housing education and outreach. Legal Services of Northern California (LSNC), the City of Woodland, and the Yolo County Housing annually host a Fair Housing Workshop. On April 10, 2014, 74 property managers and landlords as well as approximately 10 guests from HUD and LSNC

attended the workshop. The City paid for lunch and beverages and assisted with publicity. Karlo Ng and Renee Williams from the National Housing Law Project spoke about changes to the laws protecting victims of domestic violence, stalking, dating violence, and sexual assault. They also provided an overview of housing discrimination based on immigration status and providing access to persons who are limited English proficient. Jamie Rodny from HUD provided an overview of fair housing laws and discussed handling reasonable accommodation and reasonable modification requests.

Infrastructure and Public Facilities Improvements

The Consolidated Plan identified infrastructure and public facility needs as follows:

- 1) Address priority infrastructure improvements including flood drainage, water, street, and sidewalk improvements, and addressing asbestos.
- 2) Support public facilities improvements for public service agencies and residential facilities for homeless and special needs populations.
- 3) Address priority public facilities needs including public facilities for seniors, youth, neighborhoods, parks/recreation, health and other facilities.
- 4) Promote accessibility for the physically disabled through ADA improvements.

The following text provides a summary of accomplishments during the 2013-14 program year related to infrastructure and public facilities improvements:

Seven public facility improvement projects initially awarded CDBG funding in prior funding years were completed or under construction in 2013-2014. An eighth project funded in 2012-2013 expects to start construction in 2014-2015.

The 2010-2014 Consolidated Plan continues to identify the promotion of accessibility for the physically disabled through ADA improvements as a priority need.

Construction of the City's 2013-14 ADA project began in Spring 2014 and will be finished during the Summer 2014. The project will result in the construction of ADA-related sidewalk, driveway, and curb ramp improvements at the intersection of Cottonwood Street and West Southwood Drive, on Beamer Street between California Street and North McKinley Avenue, and on Gibson Road between Spruce Drive and College Street.

The City of Woodland used FY 2012-13 CDBG funding to construct an ADA curb ramp project that was completed during the 2013-14 program year. The project constructed ADA compliant curb ramps, retrofitted existing non-compliant ADA curb ramps, and replaced existing non-ADA compliant driveways. A total of 20 locations were improved.

The Yolo Family Service Agency (YFSA) used FY 2013-14 CDBG funding to replace its heating and cooling system in October 2013. The project benefits the approximately 130 low-income clients who receive mental health counseling on a weekly basis through YFSA.

Friends of the Mission (FOM) received CDBG funds (FY 2013-14 funding) for improvements to Walter's House. The facility

provides transitional housing for 44 individuals. The improvements include the replacement of a gravel and dirt courtyard area with artificial turf, the installation of landscaping, and the construction of a shade structure. The improvements will allow for ADA accessibility and provide a safe zone to foster social interactions and outdoor activities for residents. The project was completed in July 2014.

Yolo County Housing (YCH) received FY 2013-14 CDBG funds as well as reprogrammed funds from FY 2011-12 for the Site Preparation for the New Yolo Education, Recreation and Boxing Club Facility. YCH and City of Woodland provide recreation and education services on site at the low rent public housing complexes located at Yolano Village and Donnelly Circle. YCH is in the process of designing a new facility at 1224 Lemen Avenue to provide recreation and education services and expand on the current offerings. To date, YCH has completed a demolition plan for the existing building at 1224 Lemen, complete lead and asbestos assessments, and started on the design plans for the new facility.

FY 2013-14 funding was provided for the design of the City's Woodland's Series Street Light Project. The project will design the replacement of a 65-year-old plus direct buried wire street lighting system with an energy efficient system in the area north of Gibson Road from College Street to Sixth Street and from Granada Drive/Cottage Drive to Gibson Road. There is no short circuit protection on the existing system and it is not in conduit. The project has been delayed because the designer initially chosen was unable to agree to the City's contract terms. As a result, the City has selected a new contractor and the project should be completed by the end of 2014.

Sacramento Valley Historical Railways (SVHR) received CDBG funds in FY 2012-13 for installation of a water line and ADA improvements to restrooms to SVHR's Historic Woodland Train Depot. Environmental review (NEPA) was completed in FY 2013-14 and a revised scope of work was prepared for the water line installation in July 2014. SVHR expects to install the water line by end of 2014.

Economic Development

The 2010-2014 Consolidated Plan identified economic development needs as follows:

- 1) Partner with private commercial developers to redevelop existing underutilized or vacant commercial sites in CDBG eligible areas.
- 2) Address priority non-residential historic preservation needs in the Historic Downtown Area.
- 3) 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.

The 2007, the City established an Economic Development Manager position to carry out economic development goals and objectives. While economic development activities were funded in previous years, no economic development activities with the exception of the City's Water Assistance Project were undertaken in 2013-2014 and previously approved projects were completed prior to the 2013-2014 period.

As mentioned above, the City of Woodland also implemented a Water Assistance Project to help families/households in need of assistance to pay their utility bills. Over the past several years, the city has transitioned to

metered water billing. Eventually every water connection in Woodland will be metered, assessed a flat rate and charged for water usage. In its initial year, the Water Assistance project assisted 43 households to reduce their "flat rate water bill" by \$15 per month for a period of 3 consecutive months in any 12 month period. In June 2013, the City Council increased the monthly assistance to \$58.75 to cover the fixed rate portions of the water and sewer services provided by the City. The program has been renamed the "Utility Assistance Program".

Applications in English and Spanish have been made available on the City's website and other local websites to assist qualified families. The City has also marketed the program through announcements sent out with utility bills. During the 2013-14 program year, the provided utility assistance with CDBG funds from FY 2013-14 and prior years to 93 households with a total of 264 persons. Because of the ongoing need for a City utility assistance program, the Woodland City Council placed an advisory measure on the June 2014 election ballot to provide utility assistance through the Measure J sales tax measure. Measure J and the utility assistance advisory measure were both approved by Woodland voters.

In 2010-11, the City of Woodland, in partnership with Yolo County, City of Davis, and the City of West Sacramento, established a Business Response Team. This program was funded through ARRA funds through the County Department of Employment and Social Services. The funding served as seed money to further develop the "Rapid Response" program countywide to better serve "displaced employees" affected by the downsizing or closure of business. The County, State Employment Development Department

and respective cities made contact with every business in the community over that time period and made presentations to affected employees and human resource departments about what services are available (in the community) for the “laid off employees”. The funding deadline expired on March 31, 2011 but the “Rapid Response” program remains in place and the collaboration has implemented a business assistance website countywide called “Tools for Business Success”.

B. Affordable Housing

Several priorities related to development, preservation, and rehabilitation of affordable (low and very low-income) and market-rate (moderate and above moderate-income) housing were identified in the Strategic Plan including meeting the housing needs of very low income, low income and moderate and above moderate income persons. The following text provides a summary of 2013-2014 program year accomplishments related to these priorities.

The City of Woodland’s Housing Element of the General Plan identifies the housing needs, inventory of available land for housing, and summary of resources for housing. The Housing Element also establishes programs and policies designed to address the City’s housing needs and goals for the planning period. The Housing Element was adopted by the City Council on October 15, 2013, and approved by HCD on August 6, 2013; the update covers the 2013 – 2021 planning period.

The Housing Element identifies actions taken by the City to promote affordable housing. The City offers developers density bonuses if a proposed housing development consists of five or more dwelling units and it meets

specific thresholds for providing senior or low- and moderate-income housing units. The City adopted an Affordable Housing Ordinance (6A) in May 2004. The Ordinance promotes the development of affordable housing by private developers. The policy requires all housing development, both ownership and rental projects, to provide certain percentages of affordable units. For-sale projects of at least eight units in size must provide 10% of the total units at prices affordable to low-income homebuyers. Rental projects of at least 10 units in size are required to include 10 percent of their units for low income households and 20 percent of their units for very low-income households or 25 percent of the units for very low-income households. This has resulted in the production of a significant amount of affordable housing in the City as noted below.

In November 2007 the City revised the 6A Ordinance to clarify and improve the implementation of the housing ordinance. Some of the changes include opening the program to moderate income buyers, 120 percent of Area Median Income (AMI); strengthening the design and makeup of units; requiring the dispersion of units; and giving the City the right of first refusal to buy a property that is losing its affordability.

▪ *Affordable and market-rate housing development in the Southeast Area Specific Plan:*

The Starlyn Park subdivision began construction of residential units in early 2011. This subdivision will complete the Southeast Area Specific Plan. Through a negotiation with the City, the Developer has agreed to provide four units for sale to low income households (80% AMI and less) and four units for sale to moderate income households (120% AMI and less). The

Developer end up selling five units to low income households. Each of the households received loans through the City's first time homebuyer program. The final loan for a low income buyer in Starlyn Park was closed in Fiscal Year 2013-14.

- *Affordable and market-rate housing development in the Spring Lake Specific Plan area:*

The first stages of development within the Spring Lake area began in 2005 with building permits for the first ten affordable units issued in September 2005.

As required by the Specific Plan, affordable housing units are to be built concurrently with market rate units. While the City did not close on any loans for affording units in Spring Lake during the 2013-14 program year, it closed on two affordable units through the its first time homebuyer program. Repayment of the loans is deferred for up to 30 years and the City begins to forgive the accrued interest after a homeowner completes 21 years of home ownership. The City used its 2011 HOME grant and HOME Program Income to fund the loans.

The Huntington Square subdivision began construction of residential units in 2010. The subdivision will include a total of 162 single family, for sale units and 16 units will be reserved for purchase by low income households (80% AMI and less) pursuant to the Spring Lake Affordable Housing Plan.

- *Other Affordable and market-rate housing development in Woodland:*

The City of Woodland has a limited capacity for infill development outside the Spring Lake Specific Plan area. Most of the City's large sites for potential infill housing development are located in underutilized areas of the Downtown, including two old railroad yards. Other small site infill opportunities exist around Woodland, including opportunities for both single family and multifamily housing.

Mutual Housing California approached the City about constructing an affordable housing project in the Spring Lake Specific Plan Area and in July 2010 the City Council approved funding assistance of up to \$910,000 for the project including a pre-development loan of \$350,000. Beginning in 2011-2012, the City has disbursed pre-development loan funds of nearly \$350,000 to assist Mutual with the building design and other project-related expenses. The City Council approved a \$910,000 57-year term residual receipts loan for the Mutual project in February 2013. In August 2013 the City approved a development impact fee deferral agreement in order to defer the payment of more than \$750,000 in City development impact fees during construction of the first 62 units of the Mutual project. Mutual was awarded tax credits in July 2013 through the California Tax Credit Allocation Committee and began construction of the first 62 units of the 101-unit project in late 2013. At buildout the project will include 100 units for very low and low income households.

C. Continuum of Care/Homeless Services

The City of Woodland participates in the countywide Homeless Coordination Project that provides services to the homeless in Yolo

County. The project consists of two components—Homeless Coordination and Cold Weather Shelter. The intent of the Homeless Coordination Project is to:

- 1) Improve and expand services to homeless and very low-income individuals;
- 2) Increase funding for local agencies serving the homeless and very low-income individuals;
- 3) Increase the efficiency with which grant funds are obtained; and
- 4) Manage and improve the health of non-profit agencies serving the homeless.

As one part of the Project, the City continues its financial commitment of housing monitoring and trust funds for a Yolo County Homeless Coordinator.

The Cold Weather Shelter operated by the Yolo Wayfarer Center currently provides shelter to 50 homeless individuals during the four coldest months from November to February. The Phase II facility offers a 5,000 square foot building. The facility is complete with kitchen and dining facilities, a dorm area, along with showers and offices. The homeless shelter is open 365 days a year, significantly improving and expanding the scope and capacity of services provided at the old facility. CDBG funding was allocated in program years 2005-2006 and 2006-2007 to support increased capacity of the program through the construction of the Phase II facility.

The City and the Yolo Wayfarer Center have received one-year renewable Continuum of Care (CoC) transitional housing grants for each calendar year during the period 2003-2013. The CoC renewal grant amount for 2013 is \$154,068. The grant is used to support the

singles and families housing programs. Additionally, the City was awarded two permanent supportive housing (PSH) grants this year (2013 CoC Program Year) to assist the Yolo Wayfarer Center with its PSH programs for individuals and families. These grant awards are renewals of 2009 (grant for individuals) and 2010 (grant for families) PSH awards.

Though the CoC grants and other funding sources, the City and the Yolo Wayfarer Center have continued their efforts to provide assistance to homeless and at-risk individuals and families in the transition from homelessness to independent living.

During program year 2013-2014, the City continued to fund service agencies currently providing emergency services and transitional shelter to Woodland's homeless and at-risk population. The Emergency Food and Shelter program at the Yolo Wayfarer Center provided emergency food and shelter services on a daily basis to low-income citizens of the City of Woodland and Yolo County. The Yolo Community Care Continuum received CDBG funding for its New Dimensions Supportive Housing. This program provides housing and supportive services for adults with mental illnesses at risk of homelessness.

In addition, in cooperation with Yolo County and other cities in Yolo County, Woodland is participating in the implementation of the countywide "Ten Year Plan to End Homelessness."

D. Affirmatively Furthering Fair Housing

An updated analysis of impediments to fair housing was completed by the City of Woodland Community Development Department and the City's Fair Housing

consultant and was adopted in June 2011. Through this study, the following impediments to fair housing that exist in the City of Woodland were identified:

- *Housing development costs:*
The analysis revealed that typical development costs for improved residential lots, for example in the Spring Lake Specific Plan Area of Woodland, are approximately \$220,000 for a 1,200 square foot home.
- *Construction costs:*
Construction costs in the region have increased over the past several years due to increases in building materials costs and demand for labor.
- *Access to credit:*
Due to issues with the recession the economy is currently suffering through, lenders have tightened lending standards to a point where many households do not have access to credit.
- *Lack of financial assistance for housing:*
Unlike many larger jurisdictions, the City has very little guaranteed funding that is allocated annually. This lack of funding requires the City to pursue funds competitively from state and federal sources. These funds are not guaranteed which affect financing and timing of possible housing projects.
- *Intrusive public policies, actions, and other requirements:*
Development of affordable housing with state or federal funds quite often require the payment of prevailing wages. This results in increased

construction costs and the need for additional project funding.

The City of Woodland adopted the 2013-2021 Housing Element Update in 2013, which identified similar constraints to affordable housing including: availability of financing; land costs; development costs and zoning and other land use regulations.

Actions Taken to Affirmatively Further Fair Housing

During CDBG program year 2013-14, the City continued actions to affirmatively further fair housing and to eliminate barriers to fair and affordable housing, as summarized below:

Fair Housing Hotline Project:

The City continued its effort to eliminate discrimination in housing within the City of Woodland. The City contracted with Legal Services of Northern California to operate a Fair Housing Hotline. This program offered free information and advice to both tenants and landlords on fair housing issues. Fair Housing Hotline staff provided services addressing all types of housing discrimination under federal and state fair housing laws. A client intake system was used to log case data and produce quarterly reports for the City on fair housing activity.

Legal Services assisted 301 Woodland residents with housing issues, including claims of housing discrimination during the 2013-2014 program year.

Legal Services of Northern California (LSNC), City of Woodland, and Yolo County Housing jointly hosted a fair housing workshop on April 10, 2014 for tenants and landlords covering fair housing laws and requirements. A total of 74 property managers and landlords attended

the workshop. Approximately 10 additional guests from the Department of Housing and Urban Development and LSNCR attended the workshop.

The City of Woodland's demographic makeup shows a large number of Spanish-speaking households. In recognition of this, fair housing educational materials are printed and distributed in both Spanish and English. Bilingual production of these materials has proven a successful tool of community outreach and education.

Zoning Ordinance Amendments:

The City has also implemented new policies that will alleviate the potential impediment to fair housing through the public review process for approval of residential projects. In May 2004, several amendments to the City's Zoning Ordinance were adopted. These amendments were aimed at removing barriers to affordable and multifamily housing. Prior to the amendments, a Conditional Use Permit (CUP) was required for multifamily projects located in infill areas of the City. The amendments removed this requirement, so multifamily projects only need review for design, zoning, and General Plan conformity for approval.

Reasonable Accommodation Ordinance:

In July 2004 the City of Woodland adopted another Zoning Ordinance amendment to establish clear criteria for staff to evaluate requests for reasonable accommodation under existing codes and standards to allow access to housing for disabled persons. The intent of the ordinance is to facilitate the process for making such a request, thereby furthering fair housing within the City.

Fair Housing Policies and Objectives:

The following policies and objectives directed towards furthering fair housing in the City of

Woodland have been established, and continue to be utilized through the City's fair housing and affordable housing efforts:

▪ *Fair Housing Policies:*

- 1) To assure equal housing opportunities to all without regard to race, color, religion, sex, national origin, ancestry, marital status, or physical handicap;
- 2) To take positive steps to assure that all segments of the population are aware of their rights and responsibilities regarding fair housing;
- 3) To ensure that fair housing practices are applied to all housing offered within the City; and
- 4) To encourage cooperation from the housing industry.

▪ *Fair Housing Policy Objectives:*

- 1) To document discriminatory practices;
- 2) To educate the public and the housing industry regarding applicable rights and responsibilities regarding fair housing;
- 3) To assist victims of discrimination in seeking legal recourse;
- 4) To expand housing opportunities for minorities; and
- 5) To reduce the level of discrimination within the community.

The City's Analysis of Impediments was updated in the 2010-2011 year and adopted on June 7, 2011 to incorporate all policy and procedural changes.

E. Other Actions

During the 2013-2014 CDBG program year, the City of Woodland continued a number of actions related to the stated objectives and

goals of the Consolidated Plan, as described in the following text.

Reduction of Lead-Based Paint Hazards

In order to reduce and abate lead-based paint hazards, the City of Woodland provided information and technical assistance to individuals undertaking home improvement projects. When CDBG funds are available for the City's Housing Rehabilitation Program, a portion of these funds are made available for lead assessment and abatement services.

Other Actions to Assist Persons and Families At-Risk of Homelessness

In 2013-2014, the Yolo Wayfarer Center received funding to provide emergency shelter and emergency services to homeless persons.

Overcoming Gaps in Institutional Structures

In an effort to eliminate gaps in institutional structures, the City remains actively involved with outside agencies and regional governmental entities. The City coordinates with Yolo County Housing which operates public housing facilities in the county to address affordable housing needs related to Section 8 and public housing activities, the County Homeless Coordinator along with various non-profit organizations to maximize resources for the provision of services to the homeless population, and the Yolo County Department of Environmental Health to address substandard housing conditions.

Reduction of the Number of Persons Living Below the Poverty Level

The City of Woodland relies on the cooperation and coordination of a wide range of service providers to assist in the effort to

help individuals and families become self-sufficient. The City is a partner in this relationship through its provision of funding to public service agencies along with its programs and policies aimed at affordable housing production. During the 2013-2014 fiscal year, the City allocated a total of \$69,675 in CDBG funds to public service agencies for various programs to assist the homeless and/or low and moderate-income individuals and families. Through the assistance provided for Section 8 Housing Vouchers through Yolo County Housing, households are assisted with housing costs reducing the burden this places on low income families.

Compliance with Program and Comprehensive Planning Requirements

As the administering agency for the City's Community Development Block Grant program, the Community Development Department is responsible for ensuring that the monitoring of all aspects of the CDBG program is adequately completed. These responsibilities include the necessary environmental review and National Environmental Protection Act (NEPA) clearance for activities, Davis-Bacon labor standards compliance on all applicable projects, and program monitoring for all CDBG-funded projects and programs.

During FY 2013-14, the City transferred the CDBG and Housing programs from the Community Development Department to the Community Services Department.

Appropriate program documentation is maintained for all projects, such as environmental review records and documents related to federal labor standards compliance. The City also requires its subrecipients to

maintain programmatic documentation, including some or all of the following:

- 1) Address of activity;
- 2) Name of household or person served by activity;
- 3) Income category of household or person;
- 4) Race/ethnicity of household or person;
- 5) Total number of households or persons assisted;
- 6) Funding source used for activity; and
- 7) Type of assistance provided by the activity.

These sub-grantees are expected to be monitored annually through on-site visits to ensure all regulatory requirements are being met and that accomplishments and program beneficiary information is reported to the City in an accurate and timely manner. Subrecipients are also monitored through written monthly, quarterly, and/or yearly reports that are required to be submitted to the City. During the 2013-14 program year quarterly and annual reports were submitted by eight public services subrecipients.

The City conducted monitoring of its subrecipients for the 2013-14 program year. For most subrecipients site visits were completed. One area for improvement identified during monitoring is the preparation of construction contract documents by subrecipients. City staff plans to provide subrecipients with a "template" construction contract and related documents for future construction projects.

F. Leveraging Resources

As previously mentioned, the City and the Yolo Wayfarer Center have received one-year renewable Continuum of Care transitional housing grants (CoC) for each calendar year during the period of 2003 - 2013. The CoC

renewal grant amount for 2013 is \$154,068. The grant is used to support the singles and families transitional housing programs. Additionally, the City was awarded two permanent supportive housing (PSH) grants this year (2013 CoC Program Year) to assist the Yolo Wayfarer Center with its PSH programs for individuals and families. These grant awards are renewals of 2009 (grant for individuals) and 2010 (grant for families) PSH awards.

Through the CoC grants and other funding sources, the City and the Yolo Wayfarer Center have continued their effort to provide assistance to homeless and at-risk individuals and families in the transition from homelessness to independent living.

The City will continue to leverage multiple sources of funding for affordable housing projects and programs from various State and Federal grant and loan programs as well as locally generated funds (Spring Lake Affordable Housing Off-Site Fees). For example, the City expects to use repaid housing loans funded through HOME, CalHome, and BEGIN grants to provide first time homebuyer assistance during the 2014-15 program year. This funds will be supplemented if the City's 2014 CalHome grant application is successful.

G. Citizen Comments

As prescribed by HUD's Public Participation Process, the City of Woodland published a notice announcing the availability of the 2013-2014 CAPER for public examination and citizen comment. The City's notice was printed in the Daily Democrat on August 14, 2014. A copy of the published notice is included in this CAPER (Appendix C. Proof of Public Notice). A draft copy of the CAPER was made available at the

Community Services Department (2001 East Street, Woodland, CA 95776) and at City Hall in the Community Development Office, 300 First Street, Woodland, California, 95695 and on the City website for at least 15 days pursuant to the City's Citizen Participation Plan. **ADD IN COMMENTS RECEIVED.**

H. Self-Evaluation

The Self-Evaluation section of the CAPER narrative allows jurisdictions the opportunity to provide an analysis of their efforts and accomplishments in meeting their Consolidated Plan goals and objectives. The following questions have been provided by HUD to assist jurisdictions in completing their self-evaluation:

Are the City's activities and strategies making an impact on identified needs; and what indicators would best describe the results?

The City of Woodland's efforts to provide social services have continued to make a positive impact on the community development needs of the area. Through CDBG grants to programs providing food, shelter, and other vital services, the City has made a significant impact in providing for homeless assistance and prevention through continuum of care homeless programs. Public services funding has also provided for senior programs and youth programs, which were identified as a high priority, and serves at-risk populations. Over the past year the City has made progress toward the accomplishment of its Consolidated Plan goals.

The City has continued to make major progress in its effort to provide affordable housing for very-low, low, and moderate income levels through the adoption of new policies and the affordable housing ordinance

(6A) as well as securing substantial amounts of grant and loan funds for affordable housing activities. The Homebuyers Assistance Program, to date, has provided for the sale of 84 homes sold to low- and moderate-income households. In 2013-2014 two units were closed with HOME funds through the City's first time homebuyer program.

The CDBG program has also provided funding for public facilities improvements to assist special needs populations including developmentally disabled adults, seniors, and the mentally ill.

The CDBG Program continues to have a big impact on the community as measured by the large amount of people served through CDBG-funded public service agencies. Several of the organizations that make up the fabric of social service in the Woodland community depend on their CDBG funding to provide essential services to those in need.

What barriers may have a negative impact on fulfilling the strategies and the overall vision?

Limited and declining resources of available funding continue to be the primary negative impact on fulfilling the strategies and the overall vision of the Consolidated Plan. The City expects community development needs to increase as public funding sources and private donations to public service agencies decrease in these difficult economic times. This situation has been further impacted by the dissolution of the City's redevelopment agency as a result of the 2011 passage of AB 1x 26. This reality will continue to pose a challenge for the City and local service providers to be resourceful and creative in order to maintain current levels of service throughout the 2013-14 program year.

The City works with an active network of public service and non-profit agencies to target every possible source of funding for programs and projects within the City and County. Along with CDBG funds, Supportive Housing Program funds have been utilized by the City for a number of years to further the objectives of the Consolidated Plan. Other State and Federal sources of affordable housing financing are also targeted to assist in the development of housing for low and moderate-income households.

What is the status of the City's grant programs and are any activities or types of activities falling behind schedule?

Public service agencies that provide social services have continued to maintain an excellent record of timeliness in spending CDBG funds. There continues to be delays in the completion of some of the subrecipient construction projects. Some of the delays are attributable to cost issues and the difficulty in

finding contractors to bid on small projects, a significant factor is that not all subrecipients have experience in managing construction projects and ensuring that the projects meet the requirements of the CDBG program. City staff will continue to assist subrecipients in moving their construction projects forward, particularly with the requirements of the CDBG program. Progress has been made during the 2013-14 program year as eight public facilities improvement projects were either completed or substantial progress was made with construction.

The eight projects include ADA Accessibility Program (City of Woodland, FY 2013-14 funding), HVAC System Replacement (Yolo Family Services Agency, FY 2013-14 funding), Woodland – Solar Affordable Housing Project (GRID Alternative – North Valley, FY 2013-14 funding), Walter's House Improvement Project (Friends of the Mission, FY 2013-14 funding), ADA Accessibility Program (City of Woodland, FY 2012-13 funding), Backup Generator Conversion (St. John's Retirement Village, FY 2011-12 funding), 166 College Rehabilitation Project (Yolo Community Care Continuum, FY 2009-10 funding), and Emergency Generator (St. John's Retirement Village, FY 2008-09 funding)

Moving forward, the timing for the implementation of public facility projects should be carefully considered and, when appropriate, should be recommended funding assistance in phases especially as the City finds that funds are in greater demand in future years.

It is the intent of the City to always maintain its available funding below HUD's Performance Policy cap, and efforts have been made to ensure timely expenditure of funds by all City grantees. HUD's regulations require that cities

have no more than 1.5 times their annual grant (entitlement) amount unspent. In March 2014 HUD determined that Woodland's ratio was 1.32. The ratio was adjusted for grant program income (repaid CDBG loan funds).

In consideration of the need to meet HUD's timeliness expenditure of funds requirement, City staff will continue to monitor and maintain close contact with CDBG-funded projects and programs which fall behind schedule of completion. It has been the general practice of the City to not disencumber funds for a project, but rather scale back the scope of projects that cannot be completed due to budget shortfalls. The City will also consider funding projects in phases.

Are grant disbursements timely, and do actual expenditures differ substantially from letter of credit disbursements?

The City of Woodland continued to make progress in expending CDBG funds from current and prior year activities during the 2013-2014 program year as mentioned above.

Typically about half of the public services grantees' grant disbursements are completed monthly and the other half is completed on a quarterly basis. The only exception is for public facility projects, which receive grant disbursements upon project's completion or by construction progress reimbursements. The City's draw-downs from the IDIS system are regularly prepared and authorized on at least a quarterly basis. The City will continue to work to maintain this standard to ensure CDBG funds are being drawn down on a regular and timely basis.

Staff is not aware of any substantial differences between actual expenditures and letter of credit disbursements. Both the

Community Development Department and the City of Woodland Finance Department maintain accurate records of expenditures which are reconciled quarterly with expenditure reports generated from the IDIS system.

Are major goals on target?

The City's progress towards meeting the goals stated in the Consolidated Plan has substantially been met. Public services needs and public facility needs have been addressed resulting in services for seniors, victims of domestic violence, mentally ill patients, homeless persons and those at risk of homelessness, as well as, youth services. During the 2013-2014 program year, CDBG funding advanced the objectives of providing for public services needs, and addressing the needs of homeless persons in Woodland primarily through providing ongoing funding.

Other goals of the Consolidated Plan, such as stated strategies and objectives related to affordable housing and fair housing have substantially been met as a result of programs, policies, and resources put to use by the City. The City also met priority public improvements objectives by providing for infrastructure improvements including ADA .

What, if any, adjustments or improvements to strategies and activities might meet your needs more effectively?

Through the first four years of the 2010-2014 Consolidated Plan, the City continues to make progress on substantially accomplishing its stated goals within the timeframe of its current Consolidated Plan. Construction projects at times may present challenges for subrecipients and the City's CDBG staff will continue to provide assistance that will allow

subrecipients to shorten the timeframes for completing their projects.

IV. CDBG PROGRAM YEAR 2013-2014 NARRATIVE STATEMENT

This section of the CAPER provides the required narrative statements for issues specifically applied to the Community Development Block Grant Program, as follows:

Nature and Reasons for Changes in Program Objectives

During the 2013-2014 program year, no changes were made to the Community Development Block Grant Program objectives identified in the City's 2010-2014 Consolidated Plan.

Grantee Efforts in Carrying out Planned Actions of the 2013-2014 Action Plan

As noted throughout this CAPER, the City's CDBG program grantees that completely expended 2013-2014 program year funds were successful in carrying out planned actions of the 2013-2014 Action Plan.

For CDBG projects, nine projects were completed or made substantial progress during the 2013-14 program year. The projects include ADA Accessibility Program (City of Woodland, FY 2013-14 funding), HVAC System Replacement (Yolo Family Services Agency, FY 2013-14 funding), Woodland – Solar Affordable Housing Project (GRID Alternative – North Valley, FY 2013-14 funding), Walter's House Improvement Project (Friends of the Mission, FY 2013-14 funding), ADA Accessibility Program (City of Woodland, FY 2012-13 funding), Backup Generator Conversion (St. John's Retirement Village, FY 2011-12 funding), 166 College Rehabilitation

Project (Yolo Community Care Continuum, FY 2009-10 funding), and Emergency Generator (St. John's Retirement Village, FY 2008-09 funding)

Funds not Used Exclusively for Three National Objectives

City of Woodland CDBG funds were not expended for programs that did not meet one of the three national objectives of the CDBG program.

Displacement as a Result of Acquisition, Rehabilitation, or Demolition of Occupied Real Property

There was no displacement of residential or business properties as a result of acquisition, rehabilitation, or demolition activities during the 2013-14 program year.

Limited Clientele

The City did not serve any limited clientele that did not qualify on an income basis or meet the category of presumed benefit limited clientele with its 2013-14 CDBG program year funds.

HUD-Approved Neighborhood Revitalization Strategies

The City does not have a HUD-approved Neighborhood Revitalization Strategy.

Program Income

During the 2013-14 program year, the City of Woodland received loan repayments in the amount of \$62,093.89. This amount was receipted as program income through IDIS in July 2014 and has been programmed as part of the City's Fiscal Year 2014-15 Action Plan. The

funds were generated through owner-occupied housing rehabilitation loans, two micro-enterprise loans, a loan for a mobile home park rehabilitation, and the repayment of a first time homebuyer loan.

The City of Woodland depends heavily on its CDBG entitlement and Program Income funds to address pressing community development and social service needs. The additional CDBG funds made available to the City for eligible uses through Program Income provide a beneficial supplement in the City's effort to carry out its Consolidated Plan strategies and objectives.

V. APPENDICES

The following list of additional information including: previous years CDBG summary table; IDIS Reports, and proof of publication have been included with this CAPER as Appendices:

- A. Summary Assessment of First Four Years Expenditures for 2010-2014 Five-Year Strategic Plan Goals and Objectives
- B. IDIS Reports

C. Proof of Public Notice



APPENDIX A

SUMMARY ASSESSMENT OF FIRST – FOURTH
YEARS OF EXPENDITURES FOR 2010-2014 FIVE-
YEAR STRATEGIC PLAN GOALS AND
OBJECTIVES

CITY OF WOODLAND
Community Development Block Grant

Summary Assessment of Five-Year Consolidated Plan Expenditures

Year 4 – July 1, 2013 to June 30, 2014 **(ADD 2013-14 EXPENDITURES)**

STRATEGIC PLAN OBJECTIVE CATEGORY	ACTIVITY/DESCRIPTION	FY	BUDGETED	EXPENDED	DIFFERENCE
Housing/Rehabilitation	Housing Assistance Program	2008	\$87,648.00	\$85,437.50	\$2,210.50
	YCCC Supportive Housing Rehab	2009	\$69,631.10	\$48,362.75	\$21,268.35
	Section 108 Loan Payment				
	Affordable Housing for Seniors				
	Women's Residential Treatment and Housing Facility				
	Woodland Summer House Accessible Entrance Project	2010	\$11,000.00	\$11,000.00	\$0.00
	Heidrick Ranch Duplex Build - Yolo Habitat for Humanity	2010	\$38,983.00	\$38,983.00	\$0.00
	Cottonwood Meadows Rehab Project - Yolo County Housing	2010	\$43,000.00	\$38,426.00	\$4,574.00
	FOM Afford Hsng Proj for Families	2012	\$25,000.00	\$25,000.00	\$0.00
	Subtotal		\$275,262.10	\$247,209.25	\$28,052.85
Homeless Prevention	STEAC - Homeless Prevention Program				
	YWC Day Services/Emergency Food & Shelter	2010	\$15,000.00	\$15,000.00	\$0.00
		2011	\$9,004.00	\$9,004.00	\$0.00
		2012	\$9,136.00	\$7,957.84	\$1,178.16
	Subtotal		\$33,140.00	\$31,961.84	\$1,178.16
Economic Development	Microenterprise Loan Program				
	Neighborhood Enhancement/Code Compliance				
	COW Water Assistance Program (1)	2010	\$15,000.00	\$9,000.00	\$6,000.00
		2012	\$6,000.00	\$6,000.00	\$0.00
	Subtotal		\$21,000.00	\$15,000.00	\$6,000.00
General Public Services	Fair Housing Hotline	2010	\$10,000.00	\$10,000.00	\$0.00
		2011	\$10,000.00	\$10,000.00	\$0.00
		2012	\$10,000.00	\$7,500.00	\$2,500.00
	New Dimensions Supportive Housing - YCCC	2011	\$6,000.00	\$6,000.00	\$0.00
		2012	\$6,000.00	\$4,471.38	\$1,528.62
	Home Delivered Meals - Elderly Nutrition	2010	\$10,000.00	\$10,000.00	\$0.00
		2011	\$9,000.00	\$9,000.00	\$0.00
		2012	\$10,000.00	\$10,000.00	\$0.00

General Public Services	Homeless Youth Support Servcs -	2010	\$9,835.00	\$9,816.13	\$18.87
	Yolo Family Resource Center (2)				
	Literacy Council S.T.E.P. Program	2010	\$9,873.00	\$9,873.00	\$0.00
		2011	\$8,000.00	\$8,000.00	\$0.00
		2012	\$6,500.00	\$6,500.00	\$0.00
	Low Income Counseling -				
	Yolo Family Service Agency	2011	\$6,000.00	\$6,000.00	\$0.00
	Enough to Eat - Food Bank	2010	\$15,000.00	\$15,000.00	\$0.00
		2011	\$9,000.00	\$9,000.00	\$0.00
	Moving Out Mentors				
	Adult Day Health Transportation				
	Shelter Program/Wallace and				
	Vannucci Center				
	Teen Success - PPMM	2010	\$9,873.00	\$9,873.00	\$0.00
		2011	\$6,000.00	\$6,000.00	\$0.00
		2012	\$6,500.00	\$4,875.00	\$1,625.00
	COW Recreation Scholarships	2011	\$6,000.00	\$6,000.00	\$0.00
	Health Services - CommuniCare	2012	\$7,000.00	\$5,250.00	\$1,750.00
	Woodland In-home Respite				
		Subtotal	\$170,581.00	\$163,158.51	\$7,422.49
Planning and Administration		2010	\$126,108.00	\$126,108.00	\$0.00
	CDBG Administration	2011	\$105,325.00	\$105,325.00	\$0.00
		2012	\$81,514.00	\$81,514.00	\$0.00
		Subtotal	\$312,947.00	\$231,433.00	\$81,514.00
Public Facilities	COW ADA Accessibility Improvements	2010	\$186,971.32	\$186,971.32	\$0.00
		2011	\$84,731.46	\$84,731.46	\$0.00
		2012	\$150,000.00	\$135,000.00	\$15,000.00
	Yolo County Hsng Playgrnd - funds shifted from unep. TANA proj funds				
	(FY 07, 08) per amendment - work completed in 2010	2009	\$65,825.82	\$65,825.82	\$0.00
	COW Series Street Lighting	2011	\$160,000.00	\$109,497.08	\$50,502.92
	Sac Valley Hist Railways Train Depot	2012	\$64,921.00	\$0.00	\$64,921.00
	St. John's - ADA Compliance (ph 2)	2010	\$16,800.00	\$16,800.00	\$0.00
	St. John's - ADA ramp	2011	\$15,000.00	\$15,000.00	\$0.00
	St. John's Weather Walkway	2012	\$25,000.00	\$0.00	\$25,000.00
	YCCC Haven House Repairs (3)	2011	\$39,199.00	\$39,199.00	\$0.00
	WCC Training Project (4)	2011	\$22,000.00	\$0.00	\$22,000.00
	YCH Site Prep for Edu/Rec Fac (4)	2011	\$12,000.00	\$0.00	\$12,000.00

	COW City Hall ADA Restrooms (5)	2011	\$60,000.00	\$60,000.00	\$0.00
Public Facilities	CommuniCare Clinic BP Fees (5)	2011	\$50,000.00	\$50,000.00	\$0.00
		Subtotal	\$952,448.60	\$763,024.68	\$189,423.92
	TOTAL		\$1,765,378.70	\$1,533,301.28	\$232,077.42

- (1) The \$6,000 balance shifted to HUD Activity #359 (COW Recreation Scholarship) per HUD 2011-12 Amendment.
- (2) Defunded remaining balance of \$18.87.
- (3) Project funding will be increased by \$12,368.90 through 2012-2013 HUD Amendment.
- (4) Projects funded through re-programming of FY 2011-12 funds.
- (5) Projects funded through 2011-2012 Program Income Amendment.



APPENDIX B

IDIS REPORTS



APPENDIX C

PUBLIC NOTICE

**PUBLIC NOTICE
CITY OF WOODLAND
CONSOLIDATED ANNUAL
PERFORMANCE REPORT
FOR FY 2013-2014**

Notice is hereby given that the City of Woodland's Community Services Department has completed its Consolidated Annual Performance Evaluation Report (CAPER) for the period of July 1, 2013 to June 30, 2014. The CAPER concerns the overall use of Community Development Block Grant (CDBG) funds received from the Department of Housing and Urban Development (HUD) in relationship to the needs of the community as outlined in its Consolidated Plan.

The City's overall objective in the CDBG program is the development of viable communities by providing decent housing, a suitable living environment, and expansion of economic opportunities primarily for low-to-moderate income persons.

All persons interested in reviewing the CAPER may inspect the report at the City of Woodland, Community and Senior Center, 2001 East St., Woodland, CA 95776 or at www.cityofwoodland.org. Questions or comments may be directed to Dan Sokolow at (530) 661-5927 or dan.sokolow@cityofwoodland.org on or before September 15, 2014.

**AVISO PÚBLICO
CIUDAD DE WOODLAND
INFORME CONSOLIDADO ANUAL DE RESULTADOS
DEL 2013-2014**

El aviso se da por este medio que la ciudad de Woodland ha terminado el Informe Consolidado Anual de Resultados para el período del 1 de julio de 2013 al 30 de junio de 2014. El Informe Consolidado Anual de Resultados se refiere al uso total de los fondos de Desarrollo de la Comunidad de la ciudad de Woodland (Community Development Block Grant - CDBG) recibidos del Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos en la relación a las necesidades de la comunidad conforme a su plan consolidado.

El objetivo general de la ciudad en el programa de CDBG es el desarrollo de comunidades viables por el proveo de viviendas adecuadas, un medio ambiente apropiado, y la extensión de oportunidades económicas principalmente para las personas de ingresos bajos a moderados.

El Informe Consolidado Anual de Resultados está disponible para la revisión pública en el Departamento de Servicios Comunitarios de la Ciudad de Woodland. Localizado en 2001 East St., Woodland, CA 95776 o en www.cityofwoodland.org. Favor de comunicarse con Dan Sokolow, al (530) 661-5927 o a dan.sokolow@cityofwoodland.org si tiene preguntas o comentarios antes del 15 de Septiembre de 2014.

**PUBLIC NOTICE
CITY OF WOODLAND
CONSOLIDATED ANNUAL
PERFORMANCE REPORT
FOR FY 2013-2014**

Notice is hereby given that the City of Woodland's Community Services Department has completed its Consolidated Annual Performance Evaluation Report (CAPER) for the period of July 1, 2013 to June 30, 2014. The CAPER concerns the overall use of Community Development Block Grant (CDBG) funds received from the Department of Housing and Urban Development (HUD) in relationship to the needs of the community as outlined in its Consolidated Plan.

The City's overall objective in the CDBG program is the development of viable communities by providing decent housing, a suitable living environment, and expansion of economic opportunities primarily for low-to-moderate income persons.

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**AVISO PÚBLICO
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El objetivo general de la ciudad en el programa de CDBG es el desarrollo de comunidades viables por el proveo de viviendas adecuadas, un medio ambiente apropiado, y la extensión de oportunidades económicas principalmente para las personas de ingresos bajos a moderados.

El Informe Consolidado Anual de Resultados está disponible para la revisión pública en el Departamento de Servicios Comunitarios de la Ciudad de Woodland. Localizado en 2001 East St., Woodland, CA 95776 o en www.cityofwoodland.org. Favor de comunicarse con Dan Sokolow, al (530) 661-5927 o a dan.sokolow@cityofwoodland.org si tiene preguntas o comentarios antes del 15 de Septiembre de 2014.

Legislation Details (With Text)

5.

File #: 14-362 **Version:** 1 **Name:**
Type: Consent Item(s) **Status:** Agenda Ready
File created: 9/4/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Approval of Revised Repayment Terms for Community Development Block Grant Owner-Occupied Rehabilitation Loan

Recommendation for Action: Staff recommends that the City Council take the following actions.

1. Approve a revision to the repayment terms for the Community Development Block Grant (CDBG) owner-occupied rehabilitation loan provided to the property owner of APN 066-123-016 by deferring repayment until sale or death, whichever occurs first.

2. Authorize the City Manager to execute any and all documents needed for the City to revise the repayment terms for the CDBG owner-occupied rehabilitation loan.

Sponsors:**Indexes:****Code sections:****Attachments:**

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Approval of Revised Repayment Terms for Community Development Block Grant Owner-Occupied Rehabilitation Loan

Recommendation for Action: Staff recommends that the City Council take the following actions.

1. Approve a revision to the repayment terms for the Community Development Block Grant (CDBG) owner-occupied rehabilitation loan provided to the property owner of APN 066-123-016 by deferring repayment until sale or death, whichever occurs first.
2. Authorize the City Manager to execute any and all documents needed for the City to revise the repayment terms for the CDBG owner-occupied rehabilitation loan.

Staff Contact

Dan Sokolow, Senior Planner - (530) 661-5927, dan.sokolow@cityofwoodland.org

Fiscal Impact

Revising the repayment terms will not impact the General Fund. The action, however, will delay the City's receipt of CDBG loan funds that would be subsequently available for eligible CDBG programs and projects in the City.

Background

The property owner of APN 066-123-016 purchased his property in 1987 and in 1998 he received a \$35,000 CDBG loan with three percent simple interest from the City for the rehabilitation of his home. Repayment of the loan including principal and interest was deferred for a period of fifteen years.

Discussion

City staff contacted the property owner earlier this year to discuss repayment of the loan. The current loan balance is approximately \$52,000 which includes the principal amount and accrued interest. The property owner is retired and in his late 60s. His only source of income is Social Security retirement with a monthly amount of \$1,076 or annual income of \$12,912. He provided staff with a copy of his 2014 Social Security benefit statement. The annual income amount places the property owner under the 2014 CDBG/HOME extremely low income limit of \$15,550 for a Yolo County household of one. Revising the repayment terms to defer repayment until sale or death, whichever occurs first, would require the City to amend the existing promissory note for the loan.

One of the primary objectives of the City's CDBG owner-occupied rehabilitation program has been to provide home repairs that allow households to remain in their homes under safe and decent conditions. This has been achieved for the property owner of APN 066-123-016 and it appears appropriate to revise the repayment terms of the loan so the property owner can remain in his home.

Public Contact

Posting of the City Council agenda.

Conclusion

Staff recommends that the City Council take the following actions.

1. Approve a revision to the repayment terms for the Community Development Block Grant (CDBG) owner-occupied rehabilitation loan provided to the property owner of APN 066-123-016 by deferring repayment until sale or death, whichever occurs first.
2. Authorize the City Manager to execute any and all documents needed for the City to revise the repayment terms for the CDBG owner-occupied rehabilitation loan.

Prepared by: Dan Sokolow
Senior Planner

Reviewed by: Christine Engel
CSD Director

Paul Navazio, City Manager

Legislation Details (With Text)

6.

File #: 14-363 **Version:** 1 **Name:**
Type: Consent Item(s) **Status:** Agenda Ready
File created: 9/4/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Carry-Over of FY2013/14 Unencumbered Appropriations

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____ authorizing the carry-over of unencumbered appropriations from fiscal year 2013/14 to 2014/15 totaling \$548,847. These funds represent appropriations provided in the FY2013/14 budget for specific projects in support of departmental programs that were not completed last fiscal year. These funds are proposed to be re-appropriated for expenditure as amendments to the FY2014/15 budget.

Sponsors:**Indexes:****Code sections:**

Attachments: [Budget Resolution](#)
[Exhibit A](#)
[Exhibit B](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Carry-Over of FY2013/14 Unencumbered Appropriations

Recommendation for Action : Staff recommends that the City Council approve Resolution No. _____ authorizing the carry-over of unencumbered appropriations from fiscal year 2013/14 to 2014/15 totaling \$548,847. These funds represent appropriations provided in the FY2013/14 budget for specific projects in support of departmental programs that were not completed last fiscal year. These funds are proposed to be re-appropriated for expenditure as amendments to the FY2014/15 budget.

Staff Contact

Evis Morales, Senior Finance Analyst - (530) 661-5923, evis.morales@cityofwoodland.org

Fiscal Impact

Approval of the staff recommendations will authorize an amendment to the FY2014/15 budget in the amount of \$548,847. These funds were previously authorized as part of the FY2013/14 budget for specific projects and program expenditures. The following table summarizes the recommended re-appropriation, by fund source:

<u>Fund Description</u>	<u>Fund #</u>	<u>Amount</u>
Facility Replacement Fund	011	\$ 45,000
Vehicle Replacement Fund	012	\$ 5,991
General Fund	101	\$118,404
Sewer Enterprise Fund	220	\$202,823
Environmental Compliance	365	\$176,629

Also, included in attached Budget Resolution and Exhibit A is \$262,000 in additional appropriations that have already been approved with prior actions by the City Council this fiscal year.

Background

In general, annual budgeted appropriations that are not expended or encumbered (set-aside to cover costs of existing contractual obligations) by year-end revert back to fund balance and are subsequently available for re-appropriation in future budgets. However, each year, selected funding allocated in the annual budget in support of specific projects and/or priority needs may be requested for re-appropriation. Re-appropriation of unexpended and unencumbered funding is typically limited to funding needed to continue multi-year projects as well as funding provided in the budget for a specific purpose that was unable to be expended prior to year-end.

This staff report contains recommendations for carryover of unexpended (and unencumbered) FY2013/14 funds that - once approved by the City Council - will represent an amendment to the FY2014/15 budget.

Carryover requests submitted by each department have been reviewed by Finance and the City Manager, with recommendations to the City Council based on the following criteria:

1. The fund is overall in good health.
 - a) Availability of funds at the line-item and program level.
 - b) Availability of funds at the department and fund level.
2. Revenue by fund analysis completed to ensure that each department's revenue met or exceeded revenue projections. This was compared to program/department's overall estimated savings to ensure that savings do exist.
3. Citywide revenue by fund analysis was completed to ensure that each fund's revenue met or exceeded revenue projections. This was compared to overall estimated expenditure savings to ensure that savings do exist.
4. Consistency of carryover request with intent of original appropriation.

The detailed carryover requests that are being recommended for approval are attached to this staff report as Exhibit A.

Conclusion

Staff recommends that the City Council authorize the re-appropriation of unencumbered appropriations from fiscal year 2013/14 to 2014/15 totaling \$548,847. These funds represent appropriations provided in the FY2013/14 budget for specific projects in support of departmental programs that were not completed last fiscal year. These funds are proposed to be re-appropriated for expenditure as amendments to the FY2014/15 budget.

Prepared by: Evis Morales, Senior Finance Analyst

Reviewed by: Kimberly McKinney, Finance Officer

Paul Navazio, City Manager

Attachment: Budget Resolution

Exhibit A - Total Appropriations by Fund

Exhibit B - Detailed List of Carry-Over Recommendations

EXHIBIT A

**CITY OF WOODLAND
FISCAL YEAR 2014/15
TOTAL APPROPRIATIONS BY FUND**

Fund	Title	FY 2014/15 Expense/Tfrs Out	Reccomended Carry-Over	Additional CIP Appropriations*	Amended FY 2014/15 Expense/Tfrs Out
010	EQUIP SERVICES	\$5,557,504			\$5,557,504
011	FACILITIES REPLACEMENT	100,000	45,000		\$145,000
012	EQUIPMENT REPLACEMENT	1,704,233	5,991		\$1,710,224
013	BENEFITS FUND	5,824,703			\$5,824,703
015	INFORMATION SYSTEMS FUND	1,847,097			\$1,847,097
091	SELF INSURANCE	1,773,283			\$1,773,283
101	GENERAL FUND	43,300,136	118,404		\$43,418,540
103	SRTD AGENCY FUND	3,701			\$3,701
210	WATER ENTERPRISE FUND	37,618,214			\$37,618,214
220	SEWER ENTERPRISE FUND	24,019,669	202,823		\$24,222,492
221	STRM DR ENTERPRISE FUND	1,286,019			\$1,286,019
222	WASTEWATER PRE-TREATMENT	470,735			\$470,735
240	CEMETERY	383,566			\$383,566
250	RECYCLING	236,727			\$236,727
252	CONST/DEMO DEBRIS RECYCLE	36,800			\$36,800
253	YOUTH CENTER ENTERPRISE	362,180			\$362,180
280	TRANSIT SYSTEM	1,409,043			\$1,409,043
301	LITERACY GRANT	70,375			\$70,375
320	COMMUNITY DEV. BLOCK GRNT	665,535			\$665,535
321	OFF-SITE AFFORD HOUSING	8,000			\$8,000
322	SUPPORT HOUSING PROGR	201,188			\$201,188
323	HOME GRANT	30,000			\$30,000
326	HOUSING ASSISTANCE	8,800			\$8,800
329	ARRA GRANT PROJECTS	115,000			\$115,000
351	TRANSPORTATION GRANT	911,590			\$911,590
352	SLESF	118,177			\$118,177
353	PROPISTION 172	515,673			\$515,673
354	TRANS DVLP (SB325)	1,522,230			\$1,522,230
355	GAS TAX-2106 (SELECT)	1,311,806			\$1,311,806
357	ASSET FORFEITURE FUND	25,000			\$25,000
358	HOUSING MONITORING FUND	24,687			\$24,687
359	FIRE SUPPRESSION DISTRICT	3,500			\$3,500
365	ENVIRONMENTAL COMPLIANCE	175,230	176,629		\$351,859

EXHIBIT A

381	GIBSON RANCH L&L	625,863			\$625,863
383	N PARK L&L DISTRICT	27,830			\$27,830
384	SP ASSESS STRENG PD LAND	18,516			\$18,516
386	USED OIL RECYCLING GRANT	15,972			\$15,972
387	WOODLAND WEST L&L	22,683			\$22,683
389	SPRINGLAKE L&L	881,141			\$881,141
391	SPORTS PARK O&M CFD	413,662			\$413,662
392	GATEWAY L&L	105,404			\$105,404
501	CAPITAL PROJECTS	126,416			\$126,416
506	MEASURE E	5,534,613	262,000		\$5,796,613
510	GENERAL CITY DEVELOPMENT	359,774			\$359,774
522	RECOGNIZED OBLIGATION RETIREMENT	992,804			\$992,804
540	PARK & RECREATION DVLP	1,859,321			\$1,859,321
550	POLICE DEVELOPMENT FUND	70,364			\$70,364
560	FIRE DEVELOPMENT	181,121			\$181,121
570	LIBRARY DEVELOPMENT FUND	87,587			\$87,587
581	STORM DRAIN DEVELOPMENT	203,981			\$203,981
582	ROAD DEVELOPMENT	452,351			\$452,351
584	WATER DEVELOPMENT FUND	69,799			\$69,799
585	SEWER DEVELOPMENT FUND	67,441			\$67,441
593	GIBSON RANCH INFRA-STRUC	990			\$990
594	SPRING LAKE CAPITAL	138,150			\$138,150
601	SPRINGLAKE ADMINISTRATION	72,676			\$72,676
640	SLIF PARKS & RECREATION	421,421			\$421,421
681	SLIF STORM DRAIN FUND	200,000			\$200,000
682	SLIF STREET IMPROVEMENT	909,000			\$909,000
830	SOUTHEAST AREA DEBT SERV	1,674,120			\$1,674,120
850	EAST MAIN ASSESS DIST 90	1,245,779			\$1,245,779
870	CFD#2 SPRINGLAKE DEBT SRV	2,615,424			\$2,615,424
882	2012 LEASE REFUNDING	1,058,504			\$1,058,504
883	2014 REFUNDING LEASE REV BONDS	1,541,089			\$1,541,089
917	LIBRARY TRUST FUND	38,857			\$38,857
Totals		\$153,673,054	\$548,847	\$262,000	\$154,483,901

**Appropriations to CIP Projects already approved this fiscal year by City Council*

DETAILED LIST OF CARRY-OVER RECOMMENDATIONS

FY2013/14 BUDGET CARRYOVERS TO FY2014/15

UNEMCUMBERED DEPARTMENT REQUESTS (DEPARTMENT DISCRETIONARY ITEMS)

Fund	FY14 Account Number	Carryover Item	Rationale	Recommended Carry-Over Amount	Department	Division	FY15 Account Number
011	011-084-7860-5262	Repairs in Asset Replacement Fund planned in FY2014	Funds needed to complete Electrical Panel Inspections, Municipal Service Center roof refurbishment, and City Hall Roof Repairs	\$ 45,000	Public Works	Fleet & Facilities	011-084-7860-5262
TOTAL FOR FUND 011				\$ 45,000			
010	010-084-7841-5545	Build up costs for vehicles #807 & # 811	Funds needed to finish equipping a new vehicle that was purchased in FY2014	\$ 5,991	Public Works	Fleet & Facilities	012-084-7841-5545
TOTAL FOR FUND 012				\$ 5,991			
101	101-016-7108-5330	Citywide Training	This was a one-time allocation that was in the planning stages during FY2014 but was not spent.	\$ 50,000	Admin	Human Resources	101-016-7108-5330
101	101-027-7822-5262	Contract Services	To continue an update to City's outdated Bikeway Master plan and expand to Active Transportation Plan. Update is needed to qualify/be competitive for transportation grant funding.	\$ 5,241	Community Development	Engineering-Traffic/Transportation	101-027-7822-5262
101	101-052-7520-5229	Patrol radios	Purchase was made in 06/27/14 but Calcard transactions didn't post until 07/07/14. These items are not budgeted in FY2015.	\$ 7,479	Public Safety	Police	101-052-7520-5229
101	101-043-7433-5262	Downtown Rehabilitation	One-time allocation - Remaining amount in FY 2014.	\$ 55,684	Public Works	Infrastructure Right of Way	101-083-7812-5262
TOTAL FOR FUND 101				\$ 118,404			
220	220-086-7853-5262	Funds for Gibson Street Sewer Repairs	Work identified in FY2014 that still needs to be completed.	\$ 85,000	Public Works	Infrastructure - Utilities	220-086-7853-5262
220	220-086-7853-5262	Pendegast Sewer Replacement	Work identified in FY2014 that still needs to be completed.	\$ 16,418	Public Works	Infrastructure - Utilities	220-089-0821-5262
220	220-085-7854-5262	Labor to install meter and backflow at Water Pollution Control Facility	All City Facilities need to be metered - backflow is a Department of Health requirement.	\$ 22,405	Public Works	Public Works Administration	220-081-7854-5262
220	220-085-7854-5262	Purchase Meter and Backflow Device	All City Facilities need to be metered - backflow is a Department of Health requirement.	\$ 25,000	Public Works	Public Works Administration	220-081-7854-5540
220	220-086-7853-5540	Purchase Root Foamer	Did not receive City Council approval in time to purchase in FY2014. Piece of equipment is still needed.	\$ 54,000	Public Works	Infrastructure - Utilities	220-086-7853-5540
TOTAL FOR FUND 220				\$ 202,823			
365	365-085-7817-5200/5300	Energy Efficiency Costs	Did not spend all \$100K one-time allocation for Energy Efficiency costs in FY2014 - these are ongoing costs and money needs to be used for ongoing projects.	\$ 52,571	Public Works	Environmental Operations	365-085-7817-5226
365	365-085-7817-5540	Equipment for Energy Efficiency	Did not spend all \$150K one-time allocation for Energy Efficiency equipment in FY2014 - need to purchase additional equipment in FY2015.	\$ 124,058	Public Works	Environmental Operations	365-085-7817-5540
TOTAL FOR FUND 365				\$ 176,629			
ALL FUNDS TOTAL				\$ 548,847			

Legislation Details (With Text)

7.

File #: 14-376 **Version:** 1 **Name:**
Type: Consent Item(s) **Status:** Agenda Ready
File created: 9/10/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Senior Associate Civil Engineer Job Description

Recommendation for Action: Staff recommends that the City Council approve the new Senior Associate Civil Engineer Job Description at Range 134.

Sponsors:**Indexes:****Code sections:****Attachments:** [Senior Associate Civil Engineer](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Senior Associate Civil Engineer Job Description

Recommendation for Action : Staff recommends that the City Council approve the new Senior Associate Civil Engineer Job Description at Range 134.

Staff ContactSheila McShane, Human Resources Manager, 530 661 5807, Sheila.mcshane@cityofwoodland.org**Fiscal Impact**

The creation of this new job classification will have no fiscal impact on the fiscal year 14/15 budget as Departments who utilize this position has included this personnel expense in their budget.

Background

City staff has evaluated the position of Senior Associate Civil Engineer Job Description and the addition of the new Senior Associate Civil Engineer will allow the Department to either allow current employees to continue to grow and develop or to recruit for a professional engineer to perform more complex work assignments. It will also allow the Department to hire and groom Civil Engineers to accept more senior positions within the City.

Discussion

The Senior Associate Civil Engineer job description better describes how the City is conducting business. The City realizes the need for professional engineers who specialized in one of more functional areas of Engineering such as Transportation, Development, Capital or Utility Engineering. This new position allows a Civil Engineer to obtain additional skills in order to progress throughout the Engineering job series.

This Job Description has been reviewed by the Department and the Mid Management Professional Association.

Conclusion

Staff recommends that the City Council approve the new Senior Associate Civil Engineer (Range 134) Job Description

Prepared by: Sheila McShane, Human Resources Manager

Reviewed by: Brent Meyer, City Engineer

Paul Navazio
City Manager

Attachment: Senior Associate Civil Engineer

Legislation Details (With Text)

8.

File #:	14-358	Version:	1	Name:	
Type:	Consent Item(s)	Status:		Agenda Ready	
File created:	9/2/2014	In control:		City Council	
On agenda:	9/16/2014	Final action:			
Title:	SUBJECT: FY2014/15 contract with the Yolo Emergency Communications Agency				
	Recommendation for Action: Staff recommends that the City Council Adopt Resolution No. _____ authorizing the City Manager to execute the FY2014/15 contract for dispatch services with the Yolo Emergency Communications Agency.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Resolution - FY15 YECA Contract 09-16-14				
Date	Ver.	Action By	Action		Result

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: FY2014/15 contract with the Yolo Emergency Communications Agency

Recommendation for Action : Staff recommends that the City Council Adopt Resolution No. _____ authorizing the City Manager to execute the FY2014/15 contract for dispatch services with the Yolo Emergency Communications Agency.

Staff Contact

Dan Bellini, Public Safety Chief - 661-7865

Fiscal Impact

The proposed contract results in an annual cost of \$1,726,460 for dispatch services provided to the City of Woodland through a contract with the Yolo Emergency Communication Agency. The contract for 14/15 represents an annual increase of \$40,605 over the FY2013/14 contract. Funding in support of this contract is provided in the FY2014/15 annual budget previously approved by the Council.

Background

The Yolo Emergency Communication Agency (YECA) is a Joint Powers Authority established in 1988. YECA is the 9-1-1 Public Safety Answering Point (PSAP) for approximately 80% of Yolo County. Member agencies consist of Yolo County, City of Woodland, City of West Sacramento, City of Winters, and Yocha Dehe Wintun Nation.

As part of the 2010-2020 Capital Budget, the City Council approved two Capital Projects to be managed through YECA. The first project was the first phase upgrade to the regional emergency radio communications infrastructure and the second project was replacement of the computer aided dispatch software and hardware. Both projects have been completed with the most recent being completion of the replacement of the computer aided dispatch system which went live in September. These Capital projects account for \$97,245 of the annual YECA contract.

Discussion

YECA provides dispatch services to four law enforcement agencies, 17 fire agencies, as well as Animal Control, Public Works, County Maintenance, District Attorney's Office, Environmental Health, Mental Health, Probation Department, and Social Services Department. Costs are allocated based on the percentage of calls for service attributed to the member agency over the previous calendar year.

Conclusion

Staff recommends that the City Council Adopt Resolution No. _____ authorizing the City Manager to execute the FY2014/15 contract for dispatch services with the Yolo Emergency Communications Agency.

Prepared by: Elle Murphy
Senior Management Analyst

Reviewed by: Dan Bellini
Public Safety Chief

Paul Navazio, City Manager

9.

Legislation Details (With Text)

File #: 14-370 **Version:** 1 **Name:**
Type: Report of the City Manager **Status:** Agenda Ready
File created: 9/9/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Consideration of approval of Recognized Obligation Payment Schedule for the period of January 2015 through June 2015, pursuant to Health and Safety Code Section 34177

Recommendation for Action: It is recommended that the Successor Agency adopt Resolution No. _____ approving and adopting the Recognized Obligation Payment Schedule ("ROPS") covering the period of January 1, 2015 through June 30, 2015.

Sponsors:**Indexes:****Code sections:**

Attachments: [SA RESOLUTION ROPS](#)
[Woodland ROPS 14-15B](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE CHAIR AND MEMBERS OF THE SUCCESSOR AGENCY TO
THE DISSOLVED WOODLAND REDEVELOPMENT AGENCY

DATE: September 16, 2014

SUBJECT: Consideration of approval of Recognized Obligation Payment Schedule for the period of January 2015 through June 2015, pursuant to Health and Safety Code Section 34177

Recommendation for Action : It is recommended that the Successor Agency adopt Resolution No. _____ approving and adopting the Recognized Obligation Payment Schedule ("ROPS") covering the period of January 1, 2015 through June 30, 2015.

Staff Contact

Wendy Ross, Economic Development Manager-530/661-5921, wendy.ross@cityofwoodland.org

Fiscal Impact

No City or Successor Agency funds are involved with the adoption of the ROPS. The ROPS simply lists existing enforceable obligations to be paid by the Successor Agency. Only payments listed on the approved ROPS and approved by the State Department of Finance (DOF) may be made by the Successor Agency.

Background

Following the dissolution of the Redevelopment Agency of the City of Woodland (“Agency”), the City elected to become the Successor Agency by Resolution No. 6043, dated January 10, 2012 (the “Successor Agency”). Pursuant to Health and Safety Code Section 34173 (b), the Successor Agency is now a separate legal entity from the City. One of the responsibilities of the Successor Agency is to prepare a Recognized Obligation Payment Schedule (“ROPS”), which sets forth the nature, amount, and source (s) of payment of all “enforceable obligations” of the Agency (as defined by law) to be paid by the Successor Agency. The ROPS is to be prepared before each six-month fiscal period, covering the forward-looking six month fiscal period. The ROPS for the period of January 1, 2015 through June 30, 2015 (“ROPS 14-15B”) is required to be submitted to DOF, the State Controller’s Office and the County Auditor-Controller by October 3, 2014. Only payments required pursuant to the ROPS may be made by the Successor Agency.

Discussion/Analysis

Pursuant to Health and Safety Code Section 34177(l), the Successor Agency, is required to prepare a ROPS covering the period of January 1, 2015 through June 30, 2015 (“ROPS 14-15B”). The ROPS is then to be submitted to the Oversight Board for approval. The approved ROPS is then submitted to the County Auditor-Controller, the State Controller’s Office and DOF, and posted on the City’s website. Pursuant to Health and Safety Code Section 34177(l), the approved ROPS 14-15B is required to be submitted to DOF, State Controller’s Office and the County Auditor-Controller by October 3, 2014.

Following receipt of the ROPS 14-15B, DOF has 45 days to make its determination of the enforceable obligations and notify the Successor Agency.

Conclusion

Staff recommends that the Successor Agency adopt Resolution No. _____ approving and adopting the Recognized Obligation Payment Schedule covering the period of January 1, 2015 through June 30, 2015.

Prepared by: Wendy Ross, Economic Development Manager

Reviewed by: Ken Hiatt, Community Development Director

Paul Navazio, City Manager

Attachment: Resolution
ROPS 14-15B

Legislation Details (With Text)

10.

File #: 14-373 **Version:** 1 **Name:**
Type: Report of the City Manager **Status:** Agenda Ready
File created: 9/9/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Consideration of Resolution No. _____ approving a proposed administrative budget for the period of January 1, 2015 through June 30, 2015, pursuant to Health and Safety Code Section 34177 (j)

Recommendation for Action: It is recommended that the Successor Agency adopt Resolution No. _____ approving and adopting the proposed Administrative Budget pursuant to Health and Safety Code Section 34177 (j).

Sponsors:**Indexes:****Code sections:**

Attachments: [SA RESOLUTION admin budget](#)
[Admin Budget FY14-15](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE CHAIR AND MEMBERS OF THE SUCCESSOR AGENCY TO
THE DISSOLVED WOODLAND REDEVELOPMENT AGENCY

DATE: September 16, 2014

SUBJECT: Consideration of Resolution No. _____ approving a proposed administrative budget for the period of January 1, 2015 through June 30, 2015, pursuant to Health and Safety Code Section 34177 (j)

Recommendation for Action : It is recommended that the Successor Agency adopt Resolution No. _____ approving and adopting the proposed Administrative Budget pursuant to Health and Safety Code Section 34177 (j).

Staff Contact

Wendy Ross, Economic Development Manager-530/661-5921, wendy.ross@cityofwoodland.org

Fiscal Impact

No City or Successor Agency funds are involved with the adoption of the proposed Administrative Budget.

Background

Following dissolution of the Redevelopment Agency of the City of Woodland (“Redevelopment Agency”), the City elected to become the Successor Agency to the Redevelopment Agency by Resolution No. 6043, dated January 10, 2012 (the “Successor Agency”). Pursuant to Health and Safety Code Section 34173 (b), the Successor Agency is now a separate legal entity from the City. One of the responsibilities of the Successor Agency is to prepare a proposed Administrative Budget covering each 6-month period, and submit it to the Successor Agency’s Oversight Board for approval.

Discussion

One of the responsibilities of the Successor Agency is to prepare a proposed Administrative Budget for each 6-month fiscal period. According to Health and Safety Code Section 34177 (j), the Administrative budget is to include all of the following: (i) estimated amounts for the Successor Agency’s administrative costs for the upcoming six-month fiscal period; (ii) proposed sources of payment for the costs identified in (i); and (iii) proposals for arrangements for administrative and operation services provided by a city, county, city and county, or other entity.

The proposed Administrative Budget is to be submitted to the Successor Agency’s Oversight Board for approval (“Approved Administrative Budget”). Under Health and Safety Code Section 34177(k), the Successor Agency is to provide administrative cost estimates, from the Approved Administrative Budget, that are to be paid from property tax revenues deposited in the Redevelopment Property Tax Trust Fund, to the County Auditor-Controller for the upcoming six-month fiscal period.

Conclusion

Staff recommends that the Successor Agency adopt Resolution No. _____ approving and adopting the proposed Administrative Budget pursuant to Health and Safety Code Section 34177(j).

Prepared by: Wendy Ross, Economic Development Manager

Reviewed by: Ken Hiatt, Community Development Director

Paul Navazio, City Manager

Attachment: Resolution
Administrative Budget

Legislation Details (With Text)

File #: 14-377 **Version:** 1 **Name:**
Type: Report of the City Manager **Status:** Agenda Ready
File created: 9/11/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Rescission of Woodland Gateway Phase II Project Approvals

Recommendation for Action: Staff recommends the City Council take the following Actions:

(1) Conduct a public hearing; and

(2) Approve Resolution No. _____ Setting Aside the Certification of the Environmental Impact Report, Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program and General Plan Amendments and an Application for Annexation Related to the Woodland Gateway Phase II Project; and

(3) Waive First Reading of an Ordinance Setting Aside Prior Approval for Execution of a Development Agreement Concerning the Woodland Gateway Phase II Project; and

(4) Waive First Reading of an Ordinance Setting Aside Prior Approval for Rezoning the Woodland Gateway Phase II Project to General Commercial (C-2) (PD) and Agriculture (A-1).

Sponsors:

Indexes:

Code sections:

Attachments: [WOODLAND GATEWAY II Resolution Setting Aside EIR and other Project Approvals](#)
[WOODLAND GATEWAY II Ordinance Setting Aside DA Approval](#)
[WOODLAND GATEWAY II Ordinance Setting Aside Rezoning](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Rescission of Woodland Gateway Phase II Project Approvals

Recommendation for Action: Staff recommends the City Council take the following Actions:

(1) Conduct a public hearing; and

(2) Approve Resolution No. _____ Setting Aside the Certification of the Environmental Impact Report, Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program and General Plan Amendments and an Application for Annexation Related to the Woodland Gateway Phase II Project; and

(3) Waive First Reading of an Ordinance Setting Aside Prior Approval for Execution of a Development Agreement Concerning the Woodland Gateway Phase II Project; and

(4) Waive First Reading of an Ordinance Setting Aside Prior Approval for Rezoning the Woodland Gateway Phase II Project to General Commercial (C-2) (PD) and Agriculture (A-1).

Staff Contact

Ken Hiatt, Community Development Director, (530) 661-5930
ken.hiatt@cityofwoodland.org

Fiscal Impact

The Gateway II project was estimated to generate net positive sales tax and property tax revenues to the City. However, due to the uncertain timing of the development of the project to this point, budget forecasts have not relied on any projections of revenues from the project.

All application processing costs including staff time and city's legal fees incurred as a result of the project are the obligation of the project applicant, Petrovich Development Company. As of the issuance of this staff report, the applicant has paid all city invoices for costs associated with the project processing and legal fees.

Report in Brief

As a result of a legal challenge to the Woodland Gateway Phase II Final Environmental Impact Report and project approvals, the Yolo County Superior Court has ordered the City Council to rescind its certification of the Environmental Impact Report and set aside project approvals for Gateway II. The proposed actions, adoption of a resolution, and waiving of first reading of two ordinances, would rescind the certification of the Environmental Impact Report and set aside the project approvals.

Background

On September 20, 2011, the City Council certified a Final Environmental Impact Report ("Final EIR") and approved the Woodland Gateway Phase II Project. The project applicant, Petrovich Development Company, proposed a regional shopping center to the south of the existing Gateway I shopping center. The project site is currently 154 acres of undeveloped land located in Yolo County that would have required annexation to the City of Woodland.

The City prepared an Environmental Impact Report and other documents for project approval. The City Council approved four resolutions on September 20, 2011: (1) Resolution No. 6029 certifying the Program Final Environmental Impact Report, adopting the Findings of Fact, Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program and approving the Project; (2) Resolution No. 6030 approving the application for annexation of the 154-acre Gateway Phase II project site to the City of Woodland; (3) Resolution No. 6031 approving a General Plan Amendment to modify the land use designation on the Woodland Gateway Phase II project site from Urban Reserve (UR) to 61.3 acres of General Commercial (GC) and 92.7 acres remaining UR; and (4) Resolution No. 6032 approving a general plan amendment to modify the acceptable Level of Service from C to D for County Road 102 from Maxwell Avenue south to the City limits.

On September 20, 2011, the City Council also waived first reading and introduced Ordinance No. 1533 approving the rezoning to General Commercial (C-2) (PD) and Agriculture (A-1) for the Woodland Gateway Phase II Project site and also waived the first reading for Ordinance No. 1534, authorizing execution of a Development Agreement concerning the Woodland Gateway Phase II Project. On December 6, 2011, the City Council adopted Ordinance No. 1533 and Ordinance No. 1534.

California Clean Energy Committee filed a lawsuit in Yolo County Superior Court on September 22, 2011,

claiming that the Final EIR for the Woodland Gateway Phase II Project was not in compliance with the California Environmental Quality Act and that the Project was inconsistent with the General Plan. In an order dated July 16, 2012, the Yolo County Superior Court found entirely for the City and denied the petition for writ of mandate in its entirety. (*California Clean Energy Committee v. City of Woodland* , Yolo County Superior Court Case No. CVPT112146). California Clean Energy Committee appealed the case to the Court of Appeal.

The parties submitted briefs to the Court of Appeal, and the Court of Appeal considered oral argument. On February 28, 2014, the Court of Appeal reversed the trial court's decision in an unpublished opinion and concluded that the City's Final EIR was inadequate under the California Environmental Quality Act. The opinion directs the trial court to grant California Clean Energy Committee's petition for a writ of mandate and provides that the trial court shall retain jurisdiction over the matter, requiring the City to demonstrate that it rescinded the final EIR certification and project approvals for the Woodland Gateway Phase II Project. The Court of Appeal published its decision on April 1, 2014, and the decision became final on or around May 1, 2014. The trial court has now directed the City to rescind the Final EIR and project approvals.

Neither the City nor the project applicant have chosen to seek review of the decision from the California Supreme Court.

Discussion

Staff prepared three documents needed to rescind the Final EIR and Project approvals for the Woodland Gateway Phase II Project. The first is a resolution setting aside the City Council's certification of the Final Environmental Impact Report, the Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program as well as General Plan Amendments and an Application for Annexation related to the Woodland Gateway Phase II Project. Upon adoption of the resolution by the City Council, the certification of the Final EIR and the project approvals will be immediately set aside. The resolution also rescinds approval of the application for annexation as well as the General Plan amendment to modify the acceptable Level of Service from C to D for County Road 102 from Maxwell Avenue South to the City Limits. The resolution directs the City Attorney to take all steps necessary to comply with the trial court's direction and to demonstrate compliance to the court.

The second document is an ordinance to set aside the rezoning for the Woodland Gateway Phase II Project that would have changed the rezoning to General Commercial (C-2) (PD) and Agriculture (A-1). The C-2 and A-1 zoning would have applied to the Project had the property been annexed to the City. The third document is an ordinance to set aside the Development Agreement for the Woodland Gateway Phase II Project. The ordinances will become effective thirty (30) days after second reading.

Staff Recommendation

Staff recommends that the City Council hold a public hearing and following the closing of the public hearing, approve the Resolution Setting Aside the Certification of the Environmental Impact Report, Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program and General Plan Amendments and an Application for Annexation Related to the Woodland Gateway Phase II Project, waive first reading of the Ordinance Setting Aside Prior Approval for Execution of a Development Agreement Concerning the Woodland Gateway Phase II Project, and waive first reading of the Ordinance Setting Aside Prior Approval for Rezoning the Woodland Gateway Phase II Project to General Commercial (C-2) (PD) and Agriculture (A-1).

Approval for each resolution and ordinance requires a separate motion.

Conclusion

Following an order of the Yolo County Superior Court, staff recommends that the City Council take action to rescind the project approvals for the Woodland Gateway Phase II Project.

Prepared by: Kara Ueda, City Attorney

Reviewed by: Ken Hiatt, Community Development Director

Paul Navazio, City Manager

Attachments: (1) Resolution Setting Aside the Certification of the Final EIR and Project Approvals for Woodland Gateway Phase II Project
(2) Ordinance Setting Aside Prior Approval for Execution of Development Agreement for Woodland Gateway Phase II Project
(3) Ordinance Setting Aside Prior Approval for Rezoning the Woodland Gateway Phase II Project

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF WOODLAND CITY COUNCIL
SETTING ASIDE THE CERTIFICATION OF THE ENVIRONMENTAL
IMPACT REPORT, STATEMENT OF OVERRIDING
CONSIDERATIONS, AND MITIGATION MONITORING AND
REPORTING PROGRAM AS WELL AS GENERAL PLAN
AMENDMENTS AND AN APPLICATION FOR ANNEXATION
RELATED TO THE WOODLAND GATEWAY PHASE II PROJECT**

WHEREAS, the applicant for the Woodland Gateway Phase II Project (“Project”) proposed to annex 154 acres of undeveloped land in Yolo County, located at the southeastern side of the City of Woodland, to develop a regional shopping center; and

WHEREAS, the Project applicant requested a pre-zoning of 61.3 acres of the Project site to General Commercial and the remaining 92.7 acres to Agriculture; and

WHEREAS, the City of Woodland Planning Commission reviewed the Project at a duly noticed public hearing on July 7, 2011, and recommended that the City Council certify the Environmental Impact Report and approve the proposed Project; and

WHEREAS, on September 20, 2011, the City Council of the City of Woodland held a duly noticed public hearing on the Project and adopted Resolution No. 6029, certifying the Final Environmental Impact Report (“Final EIR”), adopting findings of fact, statement of overriding considerations, and the mitigation monitoring and reporting program for the Woodland Gateway Phase II Project; and

WHEREAS, on September 20, 2011, the City Council of the City of Woodland also adopted Resolution No. 6030, approving the application for annexation of the Woodland Gateway Phase II Project site to the City of Woodland; and

WHEREAS, on September 20, 2011, the City Council of the City of Woodland adopted Resolution No. 6031, making findings and approving a general plan amendment to modify the land use designations on the Woodland Gateway Phase II Project site; and

WHEREAS, on September 20, 2011, the City Council of the City of Woodland adopted Resolution No. 6032, making findings and approving a general plan amendment to modify the acceptable Level of Service from C to D for County Road 102 from Maxwell Avenue South to the City Limits; and

WHEREAS, on September 22, 2011, California Clean Energy Committee filed a petition for writ of mandate challenging the Final EIR and the findings adopted by the City Council in approving the Woodland Gateway Phase II Project (*California Clean Energy Committee v. City of Woodland*, Yolo County Superior Court Case No. CVPT112146); and

WHEREAS, on July 16, 2012, the Yolo County Superior Court issued an order after trial denying the petition for writ of mandate in its entirety; and

WHEREAS, California Clean Energy Committee appealed the trial court's decision (*California Clean Energy Committee v. City of Woodland*, Third Appellate District, Case No. C072033); and

WHEREAS, the Court of Appeal on February 28, 2014, reversed the trial court's judgment in an unpublished decision, concluding that the City's Final EIR was inadequate under the California Environmental Quality Act; and

WHEREAS, the Court of Appeal published its decision on April 1, 2014, which is expected to become a final decision on or around May 1, 2014, after which date the trial court would be directed to take certain actions consistent with the Court of Appeal's decision; and

WHEREAS, in consideration of the appellate decision, and at the request of the Project applicant, Petrovich Development Company, the City Council believes it is in the public interest to set aside the resolutions certifying the Final Environmental Impact Report, adopting findings, amending the General Plan, and approving other project approvals for the Gateway Phase II Project.

NOW, THEREFORE, the City Council of the City of Woodland does hereby resolve as follows:

Section 1. In anticipation of a preemptory writ of mandate from the Yolo County Superior Court following the decision of the Third District Court of Appeal in *California Clean Energy Committee v. City of Woodland*, Case No. C072033, the City Council of the City of Woodland hereby rescinds the following:

A. Resolution No. 6029 Certifying the Environmental Impact Report, Adopting Findings of Fact, Statement of Overriding Considerations, and Mitigation Monitoring and Reporting Program for the Woodland Gateway Phase II Project and Approving the Project;

B. Resolution No. 6030 Approving the Application for Annexation of the Woodland Gateway Phase II Project Site to the City of Woodland;

C. Resolution No. 6031 Making Findings and Approving a General Plan Amendment to Modify the Land Use Designations on the Woodland Gateway Phase II Project Site; and

D. Resolution No. 6032 Making Findings and Approving a General Plan Amendment to Modify the Acceptable Level of Service (LOS) from C to D for County Road 102 from Maxwell Avenue South to the City Limits.

Section 2. This Resolution shall take effect upon adoption by the City Council and shall rescind and void all approvals and entitlements granted by the rescinded Resolutions.

Section 3. The City Attorney is hereby directed to take all steps necessary to file a return to the writ of mandate upon issuance of a writ of mandate by the Yolo County Superior Court.

PASSED AND ADOPTED by the City Council of the City of Woodland on the ____ day of September 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Tom Stallard, Mayor

Attest:

Ana B. Gonzalez, City Clerk

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
WOODLAND SETTING ASIDE PRIOR APPROVAL FOR EXECUTION
OF A DEVELOPMENT AGREEMENT CONCERNING THE
WOODLAND GATEWAY PHASE II PROJECT**

WHEREAS, the Woodland Gateway Phase II Project (“Project”) was proposed to be located on undeveloped land in Yolo County, located at the southeastern side of the City of Woodland, and was proposed to include a regional shopping center; and

WHEREAS, on September 20, 2011, the City Council of the City of Woodland held a public hearing on the Project, certified the Final Environmental Impact Report (“Final EIR”), approved the Project and related approvals, and introduced an ordinance authorizing execution of a Development Agreement for the Project; and

WHEREAS, the City Council adopted Ordinance No. 1534, approving the execution of a Development Agreement, on December 6, 2011; and

WHEREAS, on September 22, 2011, California Clean Energy Committee filed a petition for writ of mandate challenging the Final EIR (*California Clean Energy Committee v. City of Woodland*, Yolo County Superior Court Case No. CVPT112146); and

WHEREAS, on July 16, 2012, the trial court issued an order following trial, denying the petition in its entirety; and

WHEREAS, California Clean Energy Committee appealed the trial court’s decision (*California Clean Energy Committee v. City of Woodland*, Third Appellate District, Case No. C072033); and

WHEREAS, the Court of Appeal on February 28, 2014, reversed the trial court’s judgment in an unpublished decision, concluding that the City’s Final EIR was inadequate under the California Environmental Quality Act; and

WHEREAS, the Court of Appeal published its decision on April 1, 2014, which is expected to become a final decision on or around May 1, 2014, after which date the trial court shall be directed to take certain actions consistent with the Court of Appeal’s decision; and

WHEREAS, in consideration of the appellate decision and at the request of the Project applicant, Petrovich Development Company, the City Council believes it is in the public interest to set aside the ordinance approving execution of a development agreement concerning the Gateway Phase II project.

NOW, THEREFORE, the City Council of the City of Woodland does hereby ordain as follows:

The City Council hereby sets aside Ordinance No. 1534, “An Ordinance of the City Council of the City of Woodland Approving the City of Woodland Development Agreement Concerning the Woodland Gateway Phase II Project,” adopted on December 6, 2011. The Development Agreement shall therefore have no force or effect from and after the date this Ordinance takes effect, 30 days after its final passage.

PASSED AND ADOPTED by the City Council of the City of Woodland on the _____ day of September, 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Tom Stallard, Mayor

Attest:

Ana B. Gonzalez, City Clerk

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
WOODLAND SETTING ASIDE PRIOR APPROVAL FOR PREZONING
THE WOODLAND GATEWAY PHASE II PROJECT TO GENERAL
COMMERCIAL (C-2) (PD) AND AGRICULTURE (A-1)**

WHEREAS, the Woodland Gateway Phase II Project (“Project”) was proposed to be located on undeveloped land in Yolo County, located at the southeastern side of the City of Woodland, and was proposed to include a regional shopping center; and

WHEREAS, on September 20, 2011, the City Council of the City of Woodland held a public hearing on the Project, certified the Final Environmental Impact Report (“Final EIR”), approved the Project and related approvals, and introduced an ordinance approving the prezoning to General Commercial (C-2) (PD) and Agriculture (A-1) for the Project; and

WHEREAS, the City Council adopted Ordinance No. 1533, approving the prezoning to General Commercial (C-2) (PD) and Agriculture (A-1) for the Project on December 6, 2011; and

WHEREAS, on September 22, 2011, California Clean Energy Committee filed a petition for writ of mandate challenging the Final EIR and the findings adopted by the City Council in approving the Woodland Gateway Phase II Project (*California Clean Energy Committee v. City of Woodland*, Yolo County Superior Court Case No. CVPT112146); and

WHEREAS, on July 16, 2012, the trial court issued an order following trial, denying the petition in its entirety; and

WHEREAS, California Clean Energy Committee appealed the trial court’s decision (*California Clean Energy Committee v. City of Woodland*, Third Appellate District, Case No. C072033); and

WHEREAS, the Court of Appeal on February 28, 2014, reversed the trial court’s judgment in an unpublished decision, concluding that the City’s Final EIR was inadequate under the California Environmental Quality Act; and

WHEREAS, the Court of Appeal published its decision on April 1, 2014, which is expected to become a final decision on or around May 1, 2014, after which date the trial court shall be directed to take certain actions consistent with the Court of Appeal’s decision; and

WHEREAS, in consideration of the appellate decision and at the request of the Project applicant, Petrovich Development Company, the City Council believes it is in the public interest to set aside the ordinance approving the prezoning for the Gateway Phase II project.

NOW, THEREFORE, the City Council of the City of Woodland does hereby ordain as follows:

The City Council hereby sets aside Ordinance No. 1533, “An Ordinance of the City Council of the City of Woodland Approving the Rezoning to General Commercial (C-2) (PD) and Agriculture (A-1) for the Woodland Gateway Phase II Project Site,” adopted on December 6, 2011. Ordinance No. 1533 shall have no force or effect from and after the date this Ordinance takes effect, 30 days after its final passage.

PASSED AND ADOPTED by the City Council of the City of Woodland on the _____ day of September, 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Tom Stallard, Mayor

Attest:

Ana B. Gonzalez, City Clerk

Legislation Details (With Text)

12.

File #: 14-343 **Version:** 1 **Name:**
Type: Public Hearing Item **Status:** Agenda Ready
File created: 8/25/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Home Occupations Ordinance Amendment to allow Cottage Food Operations in Residential Areas

Recommendation for Action: Staff recommends that the City Council take the following actions:

- 1) Conduct the public hearing;
- 2) Waive first reading and read by title only an Ordinance amending Sections 25-3-10 (Definitions), 25-21-45 (Home Occupations Ordinance), 25-4-10 (Residential Land Use, Table 1) and 25-4-20 (Special Conditions) of the Woodland Municipal Code allowing Cottage Food Operations to operate within residentially zoned areas within the city as a component of the city's existing Home Occupations Ordinance; and
- 3) Schedule the second reading and adoption of Ordinance for the October 7, 2014 City Council meeting...body

Sponsors:**Indexes:****Code sections:**

Attachments: [Attachment 1 Ordinance Amendment, including Ex A, B, C, D](#)
[Attachment 2 Cottage Food Operations Fact Sheet](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Home Occupations Ordinance Amendment to allow Cottage Food Operations in Residential Areas

Recommendation for Action: Staff recommends that the City Council take the following actions:

- 1) Conduct the public hearing;
- 2) Waive first reading and read by title only an Ordinance amending Sections 25-3-10 (Definitions), 25-21-45 (Home Occupations Ordinance), 25-4-10 (Residential Land Use, Table 1) and 25-4-20 (Special Conditions) of the Woodland Municipal Code allowing Cottage Food Operations to operate within residentially zoned areas within the city as a component of the city's existing Home Occupations Ordinance; and
- 3) Schedule the second reading and adoption of Ordinance for the October 7, 2014 City Council meeting.

Staff Contact

Erika Bumgardner, Associate Planner - (530) 661-5886, erika.bumgardner@cityofwoodland.org
James Beggs, Planning Intern - (530) 661-5913, james.beggs@cityofwoodland.org

Fiscal Impact

The City will incur a minor cost estimated at less than \$400 to publish a summary of the Ordinance prior to the second reading and after City Council adoption. If approved, the zoning amendment will allow home kitchens to make and sell non-potentially hazardous foods out of the home, acting as “incubators” for small business, which leads to increased commercial activity as businesses grow, strengthening the local economy.

Background

Assembly Bill (AB) 1616 was signed into law by Governor Brown on September 21, 2012, and became effective on January 1, 2013. The law allows individuals to prepare and/or package certain non-potentially hazardous foods in private-home kitchens referred to as “cottage food operations” (CFOs). The State Department of Public Health maintains a list of “non-potentially hazardous foods” that are acceptable for sale by a CFO. AB 1616 limits cities’ authority to regulate CFOs by mandating non-discretionary approval and allowing only certain reasonable standards and requirements concerning spacing and concentration, traffic control, parking, and noise control to be adopted. Please see Attachment 2 Cottage Food Operations Fact Sheet.

As defined by the California Health and Safety Code, a "cottage food operation" means an enterprise that is operated by a cottage food operator and not more than one full-time equivalent cottage food employee, not including a family member or household member of the cottage food operator, within the registered or permitted area of a private home where cottage food products are prepared or packaged for direct or indirect sale to consumers, as defined and may be amended by the California Department of Public Health, Section 113758 of the Health and Safety Code. Gross annual sales are regulated by and subject to the provisions of California Health and Safety Code Section 113758.

Discussion

Consistent with California Assembly Bill 1616, the City recommends the addition of Cottage Food Operations as a component of the existing Home Occupations Ordinance. The proposed amendment will modify and add language allowing “non-potentially hazardous” or “low risk” food production, as established by the California Department of Public Health to occur in a private residence.

Yolo County Environmental Health Services may inspect the permitted or registered area of the private home in which the cottage food operation prepares, handles, or stores food (1) prior to issuing a permit to “Class B” CFOs (see Attachment 2), and (2) on the basis of a consumer complaint where there is reason to suspect that adulterated or otherwise unsafe food has been produced by the cottage food operation or that the cottage food operation has violated provisions of law related to cottage food operations.

The proposed amendment adds Cottage Food Operations as an allowed use, incidental to the primary use of the

home, within residentially zoned areas, citywide. The amended ordinance includes language allowing one assisting, full-time equivalent employee (in addition to the permanent residents of the home) to be employed by the CFO. The CFO use will be added to Table 1 - Residential Land Use Table, of the city's Zoning Ordinance as an allowed "accessory use, incidental to the principal use." CFOs shall be defined under Article 3, *Definitions*, of the Zoning Ordinance.

This new category will allow home kitchens to make and sell non-potentially hazardous foods out of a home kitchen. The addition of CFOs as an allowed, accessory use within residentially zoned areas of the city is consistent with the purpose and intent of the existing Home Occupations Ordinance.

The addition of CFOs to the existing home occupations ordinance will broaden the list of allowed home occupations to include food preparation, recognizing the home as a viable location for CFOs, and ensuring the compatibility of proposed CFOs with the surrounding neighborhood.

The proposed zoning amendment will bring the city's zoning ordinance into compliance with AB 1616 and will clarify the zoning approval process for CFOs; aligning CFO performance standards with those of "home occupations." Like permitted home occupations, CFOs will be subject to performance criteria to ensure their operation is compatible with surrounding residential uses, including (not limited to):

- That the proposed operation is an accessory use of the home, incidental and subordinate to its use for residential purposes;
- That there are no visible structural design modifications to the exterior of the home which would indicate a business use;
- That vehicles related to the home occupation shall be restricted to standard noncommercial cars, trucks, and vans;
- That deliveries other than standard parcel services are prohibited; and
- That the CFO does not pose a health hazard or nuisance violation consistent with city code and with the provision of Yolo County Environmental Health Services.

Commission/Committee Recommendation

The Planning Commission at its meeting on August 21, 2014 recommended approval on a 6-0 vote of the proposed changes to amending Sections 25-3-10 (Definitions), 25-21-45 (Home Occupations Ordinance) and 25-4-10 (Residential Land Use, Table 1) of the Woodland Municipal Code allowing Cottage Food Operations to operate within residentially zoned areas within the city as a component of the city's existing Home Occupations Ordinance.

Public Noticing

Public notice for the public hearing on this project was prepared by the Community Development Department in accordance with notification procedures set forth in the City of Woodland's Municipal Code and State Planning Law, including a one-eighth page legal notice published in the Woodland Daily Democrat ten days prior to the hearing.

Copies of the factual staff report for the proposed ordinance amendment have been on file at City Hall since Friday, September 12, 2014.

Conclusion

Staff recommends that the City Council take the following actions:

- 1) Conduct the public hearing;
 - 2) Waive first reading and read by title only an Ordinance amending Sections 25-3-10 (Definitions), 25-21-45 (Home Occupations Ordinance), 25-4-10 (Residential Land Use, Table 1) and 25-4-20 (Special Conditions) of the Woodland Municipal Code allowing Cottage Food Operations to operate within residentially zoned areas within the city as a component of the city's existing Home Occupations Ordinance; and
 - 3) Schedule the second reading and adoption of Ordinance for the October 7, 2014 City Council meeting.
- Prepared by: Erika Bumgardner, Associate Planner
James Beggs, Planning Intern
- Reviewed by: Cindy Norris, Principal Planner
Ken Hiatt, Community Development Director

Paul Navazio, City Manager

Attachments:

1. Ordinance No. _____
Exhibit A - Amended Home Occupations Ordinance (Section 25-21-45)
Exhibit B - Residential Land Use Table (Section 25-4-10, Table 1)
Exhibit C - Special Conditions (Section 25-4-20)
Exhibit D - Definitions (Section 25-3-10)
2. Cottage Foods Operations Fact Sheet

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
WOODLAND AMENDING SECTIONS 25-3-10, 25-4-10, 25-4-20 AND 25-21-45 OF THE
WOODLAND MUNICIPAL CODE RELATING TO HOME OCCUPATIONS**

WHEREAS, various federal and state laws partially restrict the City of Woodland's ability to regulate Cottage Food Organizations; and

WHEREAS, despite these restrictions, the City has the ability to regulate all Cottage Food Organizations for certain reasonable standards and requirements concerning spacing and concentration, traffic control, parking, and noise control; and

WHEREAS, the City desires to amend its Home Occupations ordinance to ensure its regulations comply with applicable federal and state law pertaining to Cottage Food Operations while preserving local control to the greatest extent possible; and

The City Council of the City of Woodland, California, does hereby ordain as follows:

Section 1. Recitals. The above recitals are incorporated as though set forth in this section.

Section 2. Amendment. Sections, 25-21-45, 25-4-10, 25-4-20 and 25-3-10 of the Woodland Municipal Code are hereby amended to read in full as set forth in the attached Exhibits "A," "B," "C," and "D" incorporated by this reference.

Section 3. Severability. If any provision or clause of this ordinance or any application of it to any person, firm, organization, partnership or corporation is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given effect without the invalid provision or application. To this end, the provisions of this ordinance are declared to be severable.

Section 4. Effective Date and Publication. The City Clerk shall certify to the adoption of this ordinance and shall cause a summary thereof to be published in the Daily Democrat, a newspaper of general circulation, printed and published in the City of Woodland and County of Yolo, at least five (5) days prior to the meeting at which the proposed ordinance is to be adopted and shall post a certified copy of the proposed ordinance in the office of the City Clerk, and with fifteen (15) days of its adoption, shall cause a summary of it to be published, including the vote for and against the same, and shall post a certified copy of the adopted ordinance in the office of the City Clerk, in accordance with California Government Code Section 36933. This Ordinance shall take effect thirty (30) days after its adoption.

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PASSED AND ADOPTED by the City Council of the City of Woodland this ____ day of _____, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

Ana Gonzalez, City Clerk

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

EXHIBIT A

Sec. 25-21-45. Home Occupations and Cottage Food Operations.

(a)

Findings of Fact.

(1)

Home Occupations and Cottage Food Operations (CFOs) provide the following benefits:

(A)

Support opportunities for alternative employment forms that are nurturing to a family environment by allowing one or both parents to remain home during the day;

(B)

Increase the number of people at home during the day, which improves neighborhood safety;

(C)

Act as "incubators" for small business, which leads to increased commercial activity as businesses grow; and

(D)

Encourage telecommuting, thereby minimizing traffic congestion and air pollution.

(b)

Statement of Purpose. It is the purpose of this section to recognize the home as a viable location for some occupations and to ensure the compatibility of home occupations and CFOs with the surrounding neighborhood.

(c)

Definitions. Home Occupation. "Home occupation: means any accessory use conducted within a dwelling, accessory building or private recreation area (such as a pool or tennis court) and carried on by the inhabitants thereof, which use is clearly incidental and secondary to the use of the dwelling for residential purposes and does not change the character thereof or adversely affect the uses permitted in the residential zone of which it is a part".

Cottage Food Operations.* "Cottage food operation" means an enterprise that is operated by a cottage food operator and not more than one full-time equivalent cottage food employee, not including a family member or household member of the cottage food operator, within the registered or permitted area of a private home where cottage food products are prepared or packaged for direct or indirect sale to consumers, as defined and may be amended by the California Department of Public

Health, Section 113758 of the Health and Safety Code. Gross annual sales are regulated by and subject to the provisions of California Health and Safety Code Section 113758.

* For the purpose of this Article, Cottage Food Operations shall be considered a Home Occupation. The term Home Occupation shall also mean Cottage Food Operations.

(d)

Performance Standards. No business registration (license) shall be granted for any home occupation business located in the A-1 zone, any residential zone, or in any residence unless the conduct and operation of the proposed business meets each of the criteria listed below. Business license applications will be reviewed by the city Community Development Director for their compatibility with the residential zone in which they will be located.

(1)

Accessory Use Only. The use of the dwelling for home occupation shall be clearly incidental and subordinate to its use for residential purposes. There shall be no outward appearance of the home occupation. The home occupation may be conducted in the principal dwelling or accessory structures on the subject property; provided, that the area does not exceed twenty-five percent of the total livable area or five hundred square feet (including inside storage areas), whichever is less.

(2)

Structural or Design Modifications. There shall be no external alteration of appearance to the dwelling or accessory structure in which a home occupation is conducted which would indicate a business use. Garage conversions are prohibited.

(3)

Number of Home Occupations. In no cases shall more than two home occupations be conducted on a single site, and where there are two permitted, the limitations of this section shall apply to the combined uses.

(4)

Owner Approval. Renters must obtain written approval of the property owner prior to operating a home occupation. This written approval shall be submitted with the business license application. The home occupation business shall terminate upon withdrawal of said approval by the property owner.

(5)

Employees. A home occupation may employ no more than one full-time equivalent employee. Only the actual resident(s) of the dwelling unit and one

~~assisting employee may work at the home occupation at any time. shall engage in the home occupation.~~

(6)

Clients/Patrons. The combined number of clients/patrons that can attend the residence is limited to no more than one per hour, with a maximum of eight per day.

(7)

Hours of Operation. Home occupation businesses may only ~~shall~~ be conducted between the hours of 8:00 A.M. to 8:00 P.M., seven days per week. No patrons shall be received outside of these hours.

(8)

Number of Vehicles. Vehicles related to the home occupation shall be restricted to standard noncommercial cars, trucks, and vans (one ton or less).

(9)

Advertising on Vehicles. Not more than one vehicle advertising a home occupation shall be permitted.

(10)

Deliveries. Deliveries other than standard parcel services are prohibited entirely as incompatible within residential zones.

(11)

Signs. Signs shall be prohibited in association with home occupations.

(12)

Storage. Storage of materials, goods, supplies or equipment related to the operation of a home occupation in excess of what would be considered normal for the zone is prohibited. Storage shall not be visible. Storage must be enclosed within a building. Storage must comply with the current edition of the Uniform Building Code and Uniform Fire Code.

(13)

Showrooms. Showrooms or other display arrangements shall be prohibited.

(14)

Equipment. No mechanical equipment shall be used that creates visible or audible interference in line voltage outside the dwelling unit or that creates noise, odor, glare, smoke, dust or hazardous conditions not normally associated with residential uses.

(15)

Health Hazards. No home occupation shall be detrimental to the public health, safety or welfare. Such prohibited uses include those which involve the use of hazardous materials and uses which entail the harboring, training or raising of animals.

(16)

Nuisances. No equipment or process shall be used in a home occupation which creates noise, vibration, glare, fumes, odor, electrical interference or visual blight, and/or which constitutes a nuisance as defined by the city's nuisance ordinance.

(17)

Access for Inspection Purposes. The city may, at all reasonable times during regular business hours, enter the premises for the purpose of inspection to determine whether or not the home occupation is in compliance with the conditions of this section.

(18)

Other Applicable Regulations. Home occupations shall comply with provisions of health code requirements, relevant uniform building codes, applicable regulations of the Alcohol, Tobacco, and Firearms Division of the Federal Department of Treasury, and all other applicable federal, state or local regulations.

(19) Cottage Food Operation Requirements.

"Cottage food products" means nonpotentially hazardous foods, including foods that are limited to and described in Section 114365.5 of the State of California Health and Safety Code and that are prepared for sale in the kitchen of a cottage food operation.

A Cottage Food Operation shall obtain an annual registration or annual permit to operate through Yolo County Environmental Health Services prior to commencing operations. Yolo County Environmental Health Services shall review for compliance with the provision of state law related to cottage food operations as described below and as subject to periodic amendment by the state:

A "Class A" cottage food operation is a cottage food operation that may engage only in direct sales of cottage food products from the cottage food operation or other direct sales venues.

A "Class B" cottage food operation is a cottage food operation that may engage in both direct sales and indirect sales of cottage food products from the cottage food operation, from direct sales venues, from offsite events, or from a third-party retail food facility described in the paragraphs below.

All definitions are per section California Health and Safety Code Section 113758 and are subject to amendment by the State.

- (e) Exemptions. Day care facilities for twelve or less persons shall be exempted from this section.
- (f) Prohibited Uses. A home shall not be used for the following: (1) the use of hazardous materials of a type or quantity not normally associated with residential uses; (2) uses which entail the harboring, training, or raising of animals; (3) fortunetelling, tattoo parlors and massage parlors; (4) automobile related activities, including auto repair except for personal vehicles; (5) funeral homes; and (6) small engine repair, including lawn mowers and chainsaws. Woodworking shall be confined to noncommercial, hobby-type related activities.
- (g) Fees. Applicants for new or renewed home occupations/business licenses shall pay all appropriate fees pursuant to the city fee schedule.
- (h) Penalties. Any violation of the provisions of this section shall be subject to enforcement under the applicable provisions of the city's nuisance ordinance.

(Amended during the March 2009 supplement)

(Amended in February 2014)

EXHIBIT B

Sec. 25-4-10. Table 1—Permitted uses.

Sec. 25-4-10. Table 1—Permitted uses.

To determine in which zone a specific use is allowed:

- (1) Find the use in the left-hand column;
- (2) Read across the table until either a "letter" or an "x" appears in one of the columns;
- (3) If a letter appears this means that the use is allowed in the zone represented by that column, but only if certain conditions are complied with. The conditions applicable to that use are those corresponding to the letter listed in Section 25-4-20
- (4) If an "x" appears in a column the use is allowed in the zone represented by that column without being subject to any of the conditions listed in Section 25-4-20
- (5) If neither a "letter" nor an "x" appears in a column, the use is not allowed in the zone represented by that column:
- (6) The planning commission shall interpret the appropriate zone for any land use not specifically listed in the Table, based on a finding of consistency with the purpose of the zone and that the use is of the same general character as that of the uses permitted in that zone;
- (7) Overlay zones are not included in table.

(Amended during the March 2009 supplement.)

Table 1

The home occupations use in Table 1 of Section 25-4-10 of the Woodland Municipal Code is being amended to read as follows:

Residential Land Uses

Uses	Zone												
	A-1	O-S	R-1	R-2	N-P	R-M	C-1	CBD	C-2	ESD	C-3	C-H	I
Home occupations/ <u>Cottage Food Operations</u>	e		e	e	e	e		e		n			

EXHIBIT C

Sec. 25-4-20. Special conditions.

The following special conditions apply to those land uses indicated by corresponding letter in Table 1:

- a. Existing uses in N-P zone on December 6, 1979. These uses may be replaced with new structures containing the same number of, but no additional, dwelling units, rooms or beds than existed on December 6, 1979. Nursing and convalescent homes may be expanded or enlarged by conditional use permit;
- b. Conditional use permit required if for more than six guests or persons;
- c. Permitted on corner lots only. Each entrance must front on a separate street;
- d. Conditional use permit required;
- e. Accessory use, incidental to principal use; **Subject to Section 25-21-45, Home Occupations**
- f. Second dwelling units are permitted subject to the following standards and conditions:
 1. The second dwelling unit shall be architecturally compatible as to style, size, mass, color and materials and the primary dwelling,
 2. The size of a detached second dwelling unit is limited to a maximum of six hundred square feet for lots under eight thousand square feet, a maximum of one thousand square feet for lots over eight thousand,
 3. An attached second dwelling unit may not exceed thirty percent of the floor area of the primary unit excluding any garage,
 4. The second dwelling unit shall meet all setbacks that apply to other dwellings built in the residential or combined residential zone,
 5. Accessory buildings on a lot that do not meet the setback requirements for a main building on the lot may not be converted to a second dwelling unit,
 6. The project will provide two off-street parking spaces to city standards for the primary residence and one parking space for each bedroom in the second dwelling unit,
 7. The building converge for the site may not exceed fifty percent,
 8. The subject lot shall be at least the minimum width and area required within the zone or for the underlying residential zone in a combined zoning district,
 9. No more than forty percent of the front yard setback may be paved for parking,
 10. Any detached second dwelling unit shall be no taller than fifteen feet,
 11. Any detached second dwelling unit shall be no closer than ten feet to the primary dwelling,
 12. One of the dwelling units must be occupied by the owner of the property. If the owner ceases to reside on the site then one of the dwelling units shall be vacated and remain vacant in the absence of an owner occupant. The applicant shall sign an enforceable agreement with the city of Woodland to abide with this requirement,
 13. Applications for second dwelling units are subject to staff level site and design review and their commensurate fees,
 14. Any application for a second dwelling unit that does not meet the standards specific to this section may apply for a conditional use permit to construct a second dwelling unit,

15. Failure to comply with any part of this section shall be a violation of law and punishable by fine;
- g. Conditional use permit subject to Section 25-21-30
 - h. Subject to Section 25-21-50
 - i. Residence must be located in the building of the use. If use is open storage that has no buildings a mobile home is permitted;
 - j. Office must be converted to residences when sales activity ceases;
 - k. Conditional use permit required. Only allowed in neighborhood preservation/transitional overlay zone (NP/T);
 - l. Zoning administrator permit required;
 - m. Refer to downtown specific plan and the Land Use Area Matrix contained in Article 14.5
 - n. Refer to East Street Corridor specific plan;
 - o. Refer to East Street Corridor specific plan;
 - p. Permitted use if in compliance with zoning requirements and community design standards, site plan and design review by the planning commission is required.
 - q. Transitional and supportive housing shall be considered a residential use and only subject to those restrictions that apply to other residential uses of the same type in the same zone.

(Amended during the March 2009 supplement.)

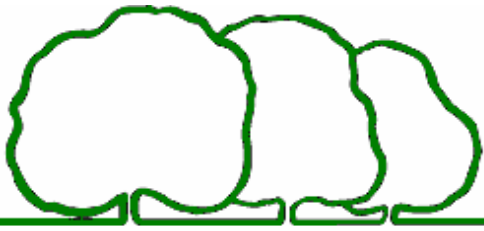
(Ord. No. 1547, § 5, 3-5-2013)

EXHIBIT D

Sec. 25-3-10. Definitions.

Section 25-3-10 of the Woodland Municipal Code is hereby amended to add the definition of “Cottage Food Operations,” as follows:

"Cottage Food Operation" means an enterprise that is operated by a cottage food operator and not more than one full-time equivalent cottage food employee, not including a family member or household member of the cottage food operator, within the registered or permitted area of a private home where cottage food products are prepared or packaged for direct or indirect sale to consumers, as defined and may be amended by the California Department of Public Health, Section 113758 of the Health and Safety Code. Gross annual sales are regulated by and subject to the provisions of California Health and Safety Code Section 113758.



City of Woodland

Community Development Department
300 First Street, Woodland, CA 95695
530-661-5820

Cottage Food Operations Fact Sheet

On September 21, 2012, Governor Brown signed the California Homemade Food Act into law. This law, which went into effect on January 1, 2013, amended the California Health and Safety Code to create a new category of food facility operation, which unlike other food facilities, can be operated out of a home kitchen.

This new category of operation, known as a Cottage Food Operation (CFO), will allow home kitchens to make and sell “non-potentially hazardous foods.” Non-potentially hazardous foods are foods that are unlikely to grow harmful bacteria or other toxic microorganisms at room temperature.

Cottage Foods

The California Department of Public Health (CDPH) has established a list of approved foods that meet the definition as “non-potentially hazardous.” Additional foods may be added and removed through a 30-day process. The list of current approved foods includes the following:

- Baked goods without cream, custard or meat fillings (bread, churros, cookies, pastries, tortillas, etc.)
- Candy, including chocolate covered nuts and dried fruit
- Dried fruit and pasta
- Dry baking mixes, granolas, cereals, and trail mixes
- Fruit pies, fruit empanadas, and fruit tamales
- Honey, jams, jellies and fruit butters
- Nut mixes, nut butters and popcorn
- Vinegar and mustards
- Roasted coffee and dried tea
- Waffle cones and pizelles
- Seasoned Salt

Registration/Permitting

CFOs are required to obtain an annual registration or annual permit to operate through Yolo County Environmental Health Services. These permits can be found at www.yolocounty.org/Index.aspx?page=112.

CFOs may sell directly and/or indirectly to the public, depending on their class of operation, as follows:

- *Class A* CFOs may sell cottage foods directly from their homes and at certified farmers' markets, bake sales, and community events. Class A operations will be required to complete a self-certification form and annually register with Yolo County Environmental Health Services.
- *Class B* CFOs are required to obtain an annual permit from Yolo County Environmental Health Services and are inspected annually. In addition to direct sales from home, they are also permitted to sell cottage foods indirectly from local shops, restaurants, and other third party sales.

Additionally, a cottage food operator must complete a Food Processor Course administered by the CDPH within three months of obtaining a registration or permit. More information can be found at www.cdph.ca.gov/programs/pages/fdbcottagefood.aspx

Frequently Asked Questions

What is meant by “direct sale” of cottage food? “Direct sale” means a transaction between a CFO operator and a consumer, where the consumer purchases the cottage food product directly from the CFO.

What is meant by “indirect sale” of cottage food? “Indirect sale” means an interaction within the state of California between a CFO, a third-party retailer, and a consumer, where the consumer purchases cottage food products made by the CFO from a third-party retailer that holds a valid permit issued by the local environmental health agency in their jurisdiction. Both direct and indirect sales must occur within the state of California.

Are there any limitations on Internet sales and delivery of cottage food products? A cottage food operator may advertise as well as accept orders and payments via Internet or phone. However, a CFO must deliver (in person) to the customer. A CFO may not deliver any CFO products via US Mail, UPS, FedEx, or any other third-party delivery service. A cottage food operator may not introduce a CFO product into interstate commerce.

Is special training or certification required to make cottage foods? A person who prepares or packages cottage food products must complete a food processor course approved by CDPH within three months of being registered or permitted and every three years during operation.

Where can a complaint be filed about a cottage food operation or cottage food product?

A complaint can be filed at the CDPH toll-free complaint line: 1-800-495-3232.

What are CFO operational requirements?

All CFOs must comply with the following:

- No domestic activity in kitchen during cottage food preparation
- No infants, small children, or pets in kitchen during cottage food preparation
- Kitchen equipment and utensils kept clean and in good repair
- All food contact surfaces and utensils washed, rinsed, and sanitized before each use
- All food preparation and storage areas free of rodents and insects
- No smoking in kitchen area during preparation or processing of cottage food
- A person with a contagious illness shall refrain from preparing or packaging cottage food products
- Proper hand-washing shall be completed prior to any food preparation or packaging
- Water used in the preparation of cottage food products must be potable
- Cottage food preparation activities include:
 - Washing, rinsing, and sanitizing of any equipment used in food preparation
 - Washing and sanitizing hands and arms
 - Water used as an ingredient of cottage food

Planning/Zoning

While CFO's may operate out of a private dwelling, they are required to meet zoning and planning criteria, which can include issues concerning parking, nuisances, deliveries, density as well as other standards.

- The City of Woodland classifies CFOs as a Home Occupation business. Therefore, any CFO must meet the Home-Occupation Performance Criteria in order to conduct a Home Occupation business.
- A business license for a CFO shall only be active once all the permit requirements of Yolo County Environmental Health are satisfied.

Legislation Details (With Text)

13.

File #: 14-355 **Version:** 1 **Name:**
Type: Report of the City Manager **Status:** Agenda Ready
File created: 8/29/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Support Lower Sacramento Delta North Regional Flood Management Plan (FloodProtect)

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ supporting the final FloodProtect Regional Flood Management Plan (FloodProtect Report)

Sponsors:

Indexes:

Code sections:

Attachments: [reso 091614 support RFMP](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Support Lower Sacramento Delta North Regional Flood Management Plan (FloodProtect)

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ supporting the final FloodProtect Regional Flood Management Plan (FloodProtect Report)

Staff Contact

Tim Busch, Principal Utilities Civil Engineer, 530-661-5963, tim.busch@cityofwoodland.org

Council Goal

Economic Development / Infrastructure - Develop plan to mitigate flood issues related to Lower Cache Creek

Fiscal Impact

None. Approval of the recommended resolution would not result in any fiscal impact to the city.

Background

The Lower Sacramento/Delta North Regional Flood Management Plan (RFMP) is the regional follow-on to the 2012 Central Valley Flood Protection Plan (CVFPP) and has been developed at the local and regional level with partial funding from the California Department of Water Resources (DWR). The RFMP establishes the flood management vision for the Region and identifies a prioritized list of regional actions including

improvements to existing flood management facilities. The Region encompasses portions of Yolo, Solano, Sacramento, and Sutter Counties and contains a diverse set of stakeholder groups in urban and rural areas with varied interests. The RFMP is developed by FloodProtect, a regional working group that is made up of representatives from nearly all of the Region's land use and flood management agencies and stakeholders.

The RFMP planning process has led to a strong partnership being developed among the local flood management interests in our region. The RFMP planning efforts include the following elements:

- Flood Management - Structural and nonstructural projects that address NFIP rate concerns as well as providing 200-year flood protection for communities, including Woodland.
- Agricultural sustainability - Avoiding and minimizing impacts to agriculture when possible, but also working with the agricultural community to identify where strategic investments in agricultural infrastructure, coupled with developing a long term funding stream, could promote the long term sustainability of agriculture and recognizes the importance of agriculture to our regional economy and flood management system.
- Conservation - Development of locally acceptable environmental enhancements to the Sacramento River and Yolo Bypass that achieves the objectives of the USBR (United States Bureau of Reclamation)/DWR's BioOp Project and DWR's Conservation Strategy.
- Water Supply - Inclusion of elements that increase the reliability of our existing water supply system where there is a nexus to a conservation or flood management action.

Discussion

Council received a presentation on the RFMP at the August 19, 2014 City Council meeting. The City is working to begin a feasibility study for Lower Cache Creek with the State as the project's partner that would also advance goals of the RFMP and provide flood protection to Woodland as well as continue with the Lower Cache Creek Feasibility Study with the Corps of Engineers. Both studies are consistent with the RFMP.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____ supporting the final FloodProtect Regional Flood Management Plan (FloodProtect Report).

Prepared by: Tim Busch, Principal Utilities Civil Engineer

Reviewed by: Brent Meyer, City Engineer

Ken Hiatt, Community Development Director

Paul Navazio, City Manager

Attachment: Resolution

Legislation Details (With Text)

14.

File #:	14-346	Version:	1	Name:	
Type:	Report of the City Manager	Status:		Agenda Ready	
File created:	8/26/2014	In control:		City Council	
On agenda:	9/16/2014	Final action:			
Title:	SUBJECT: Kentucky Avenue Sewer Rehabilitation Project CIP 15-13, approve Plans and Specifications, and Authorize Bid Advertisement				
	Recommendation for Action: Staff recommends that the City Council adopt Resolution No. ____; 1) approving the plans and specifications, 2) authorizing bid advertisement, and 3) moving \$560,000 from CIP # 08-21 to CIP 15-13				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Kentucky map reso 091614 auth to bid Kentucky sewer rehab				

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Kentucky Avenue Sewer Rehabilitation Project CIP 15-13, approve Plans and Specifications, and Authorize Bid Advertisement

Recommendation for Action : Staff recommends that the City Council adopt Resolution No. ____; 1) approving the plans and specifications, 2) authorizing bid advertisement, and 3) moving \$560,000 from CIP # 08-21 to CIP 15-13

Staff Contact

Tim Busch, Principal Utilities Civil Engineer - (530) 661-5963, tim.busch@cityofwoodland.org

Fiscal Impact

The engineer's estimate of construction costs is \$505,000. The total project budget is \$560,000 for construction, construction management and contingency.

The Kentucky Avenue Sewer Rehabilitation, CIP 15-13 is fully funded by the Sewer Enterprise Fund. The approved Capital Budget provides sewer enterprise finding to investigate, plan and design projects as part of CIP 08-21, the Annual Sewer Repair and Replacement Project. As specific projects are designed and ready for construction, funding is moved to a new project number so that costs can be tracked specifically by project.

The Kentucky Avenue Sewer Rehabilitation Project, CIP 15-13 is one of these projects.

Background

The sewer line along Kentucky Ave. is a major sewer trunk line. Segments of the pipe were constructed with cast iron pipe. The sewer line was inspected using the City's Closed Circuit Television Van as part of the City's routine inspection. During the inspection it was noted that there was severe deterioration of the cast iron pipeline material. The segments along Kentucky Ave. requiring replacement include: I-5 crossing, east of I-5, and Pioneer Avenue intersection. The pipeline was installed in 1965 and the cast iron sections have reached the end of their useful life.

Discussion

The sewer line along Kentucky Avenue is a 27-inch diameter major sewer trunk line. This segment of sewer line was constructed in 1965 and was constructed of cast iron pipe in a few areas. This material is subject to hydrogen sulfide corrosion and appears to be badly corroded. This situation can result in failure of the pipe and loss of sewer service to the residents and businesses. The City is also exposed to a risk of a sanitary sewer overflow and pollution of streets and the stormwater collection system. The project generally consists of installing a lining system in the pipe to restore structural integrity of the sewer and provide corrosion resistance.

The Caltrans permit for work beneath I-5 has been submitted. The project will require a partial intersection closure of Pioneer Ave. and Kentucky Avenue. The duration of the closure is anticipated to be less than one day. The project will go out to bid once the Caltrans permit is received.

Conclusion

Staff recommends that the City Council adopt Resolution No. ____; 1) approving the plans and specifications, 2) authorizing bid advertisement, and 3) moving \$560,000 from CIP # 08-21 to CIP 15-13.

Prepared by: Tim Busch
Principal Utilities Civil Engineer

Reviewed by: Brent Meyer
City Engineer

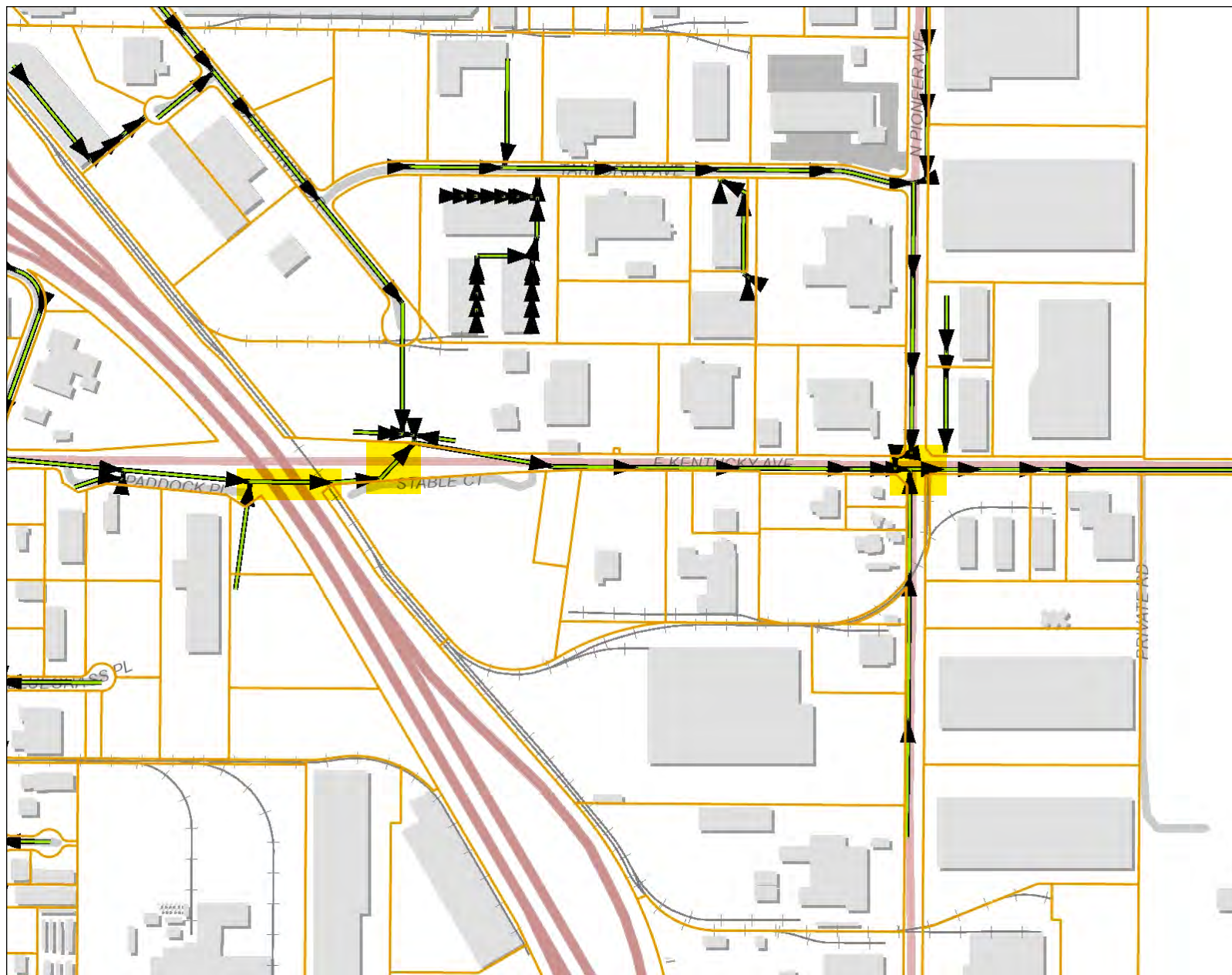
Ken Hiatt
Community Development Director

Paul Navazio, City Manager

Attachments: Location Map
Resolution



City of Woodland



Legend

- Parcels
- Sewer Gravity Main
- Sewer Scada Sensor
- Heritage_Oaks_3
- Park_Trees_3
 - 51 +; 41 to 50; 31 to 40
 - 21 to 30; 11 to 20; 0 to 10
- Railroads_3
- Roads_3
 - Freeway Ramp
 - Freeway
 - Major Street
 - Minor Street
- City_Boundary_3
- Water_Course_3
- Yolo_Roads_3
 - Limited Access Highway
 - Primary Road
 - Secondary Street
 - Freeway Ramp
 - Local Street
- Buildings_3
 - Government
 - Hospital
 - Retail
 - School
- Footprints_3
- Building_Shadow_3
- Pond_3
- Parks_3

1: 7,716



Notes

0.2 0 0.12 0.24 Miles

NAD_1983_StatePlane_California_II_FIPS_0402_Feet
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legislation Details (With Text)

15.

File #: 14-360 **Version:** 1 **Name:**
Type: Report of the City Manager **Status:** Agenda Ready
File created: 9/3/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Supplemental funding for Confined Space Training

Recommendation for Action: Staff recommends that the City Council Adopt Resolution No. _____
Authorizing the City Manager to Re-appropriate \$122,274 from FY13/14 Fire Department Budget Savings to Cover the Cost of Confined Space Training for Fire Staff.

Sponsors:**Indexes:****Code sections:****Attachments:** [Resolution - Confined Space Training 09-16-14](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Supplemental funding for Confined Space Training

Recommendation for Action : Staff recommends that the City Council Adopt Resolution No. _____
Authorizing the City Manager to Re-appropriate \$122,274 from FY13/14 Fire Department Budget Savings to
Cover the Cost of Confined Space Training for Fire Staff.

Staff Contact

Dan Bellini, Public Safety Chief - 661-7865

Council Goal

This recommendation is consistent with the City's goal of maintaining Woodland's quality of life by ensuring the highest level of public safety through sufficient training of Fire staff in confined space incidents.

Fiscal Impact

Total cost for all Fire staff to be fully trained is estimated at \$135,063. The FY14/15 budget already includes partial funding in the amount of \$12,789, representing the matching funds required for a grant application submitted by the Fire Department which was not awarded. In lieu of the grant, funds to support this training, in

the amount of \$122,274, are recommended to be reallocated from overtime savings realized in FY13/14 by the Fire Department.

Background

There are several grain mills within City limits with structures requiring the ability for the Fire Department to implement confined space and trench rescue techniques. In addition to the risk presented by the grain mills, the City's Department of Public Works routinely works in or near confined spaces such as manholes, wastewater pipelines and storm-water pipeline.

At this time, the Fire Department cannot enter permit-required confined space to provide rescue to the City's Public Works Department. Instead, any calls for rescue are referred to the City of Davis to provide the rescue services. Currently, the Fire Department has no official rescue capabilities or rescue designation through Cal-OES and is forced to rely on their mutual aid agreements to provide confined space and trench rescue services. The City's current MOU with Fire staff includes confined space and trench rescue as a supplemental service.

Discussion

Last fiscal year, Fire staff applied for two FEMA grants, specifically the Assistance to Firefighters Grant (AFG). Both grant applications required a 10% local match. The FY14/15 budget appropriated \$20,000 for the required local match for both grants. The first application was filed with the City of Davis and UC Davis; this joint application was successfully awarded earlier this fiscal year. This grant award will fund SCBA facepieces for \$72,114; the Department's local match for this grant is \$7,211.

The Fire Department applied for a second grant to cover the remaining costs associated with confined space training (\$135,063). This application was not successful. The FY14/15 budget includes \$12,789 originally intended towards the 10% local match for this grant. The table below summarizes the associated costs:

Overtime	\$121,563
Registration fees & course materials	\$13,500
FY15 Appropriation	(\$12,789)
Total Unfunded	\$122,274

Overtime costs cover 40 hours of training per firefighter for the entire staff (42). Training will include tactical priorities and size-up, atmospheric monitoring strategies, fundamentals of ventilation, review of mandatory components, case histories, basic rigging options, procedures for rescuing the rescuer, resource management through the permit process etc.

The Department realized budget savings in overtime and O&M in FY13/14 which are sufficient to cover the supplemental funding need of \$122,274. We recommend that these savings be re-appropriated in FY15 to fund the critical need for confined space training and satisfy the MOU requirement as well.

Conclusion

Staff recommends that the City Council Adopt Resolution No. ____ Authorizing the City Manager to Re-appropriate \$122,274 from FY13/14 Fire Department Budget Savings to Cover the Cost of Confined Space Training for Fire Staff.

Prepared by: Elle Murphy, Senior Management Analyst

Reviewed by: Dan Bellini, Public Safety Chief

Paul Navazio, City Manager

Attachment: Resolution

Legislation Details (With Text)

16.

File #: 14-384 **Version:** 1 **Name:**
Type: Report of the City Manager **Status:** Agenda Ready
File created: 9/12/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Measure J Spending Plan - Preliminary Discussion

Recommendation for Action: Informational Presentation - no specific Council action is required; however, staff is seeking Council feedback on a preliminary outline being developed for allocation of Measure J funds, consistent with the intent of Measure J as well as the advisory measures which were approved by the voters at the June election.

Sponsors:**Indexes:****Code sections:****Attachments:**

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Measure J Spending Plan - Preliminary Discussion

Recommendation for Action: Informational Presentation - no specific Council action is required; however, staff is seeking Council feedback on a preliminary outline being developed for allocation of Measure J funds, consistent with the intent of Measure J as well as the advisory measures which were approved by the voters at the June election.

Council Goal

Quality of Life - Maintain and enhance Woodland's quality of life by ensuring the highest level of public safety, promoting a wide range of parks and recreation facilities and structures, and provision of exceptional public services, consistent with community expectations.

Fiscal Impact

Measure J, passed by the voters at the June 2014 election, extends an existing ¼ cent local sales tax through 2022, and is expected to generate approximately \$2 million per year. Revenues generated by Measure J will commence being collected on October 1st - coinciding with the expiration of Measure V - resulting in approximately \$1.75 million expected to be collected in the current fiscal year.

Background

Staff has been working on the development of a plan for programming annual revenues to be derived through

Measure J, the ¼ cent local transactions and sales tax measures approved by the voters in the June 2014 municipal election. The measure was placed on the ballot by the City Council largely with the intent of providing a revenue source to restore and expand funding available for programs supporting youth, enhance public safety and provide assistance to the city's low-income utility customers.

As part of tonight's City Council meeting staff will present an initial framework for emerging funding priorities, consistent with the intent of Measure J and its companion advisory measures. In developing the Measure J spending plan priorities staff is not only giving due consideration to the specific objectives articulated in each of the advisory measures, but staff has also been actively seeking input from community partners and stakeholders. Key among these has been the Woodland Joint Unified School District, the Recreation and Parks Commission, the Library Board and Friends of the Library, among others.

In addition to presenting the initial Measure J programming framework being developed through this process, staff will also highlight the ongoing process for collaborating with interests throughout the community. This collaboration is critical to the success of Measure J not only from the perspective of ensuring that a wide range of needs and opportunities are identified, but also to ensure that, working with both public agency and private partners, available funding can be leveraged to the maximum degree to support new and existing resources in support of Measure J goals.

Staff will be soliciting City Council as well as public comments and feedback as part of tonight's presentation, in order to ensure that the Measure J funding plan ultimately meets council and community expectations.

Following tonight's discussion, staff anticipates returning to the City Council with specific actions required to appropriate Measure funding for specific purposes for the remainder of the FY14/15 fiscal year. Staff will also be incorporating full-year implementation of Measure J program funding into the upcoming budget process for FY15/16.

Paul Navazio, City Manager

Legislation Details (With Text)

17.

File #: 14-383 **Version:** 1 **Name:**
Type: Report of the City Manager **Status:** Agenda Ready
File created: 9/12/2014 **In control:** City Council
On agenda: 9/16/2014 **Final action:**
Title: SUBJECT: Consideration of City Position on:
Proposition 46 - Medical Injury Compensation Reform Act (MICRA)

Recommendation for Action: Staff recommends that the City Council consider whether to take a formal position on Proposition 46 appearing on the November 4, 2014 ballot.

Sponsors:**Indexes:****Code sections:****Attachments:** [prop 46](#)

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: September 16, 2014

SUBJECT: Consideration of City Position on:
Proposition 46 - Medical Injury Compensation Reform Act (MICRA)

Recommendation for Action : Staff recommends that the City Council consider whether to take a formal position on Proposition 46 appearing on the November 4, 2014 ballot.

Staff Contact

Ana Gonzalez, City Clerk - (530) 661-5806, ana.gonzalez@cityofwoodland.org

Council Goal

Fiscal Stability

Fiscal Impact

City staff has not undertaken a detailed analysis of this Proposition for its potential impacts on the city. However, based on the Legislative Analysts' Office review of potential impacts on health insurance costs for state and local governments - citing a range of relatively minor impact up to 0.3% increase - this could translate in a potential impact to the City of Woodland's cost of health insurance premiums of up to \$20,000 per year.

Background

At the request of Mayor Pro Tempore Marble, staff has prepared a brief staff report to allow the Council to consider taking a formal position on Proposition 46, the Medical Injury Compensation Reform Act (MICRA) (also referred to as the Troy and Alana Pack Patient Safety Act of 2014). Proposition 46 appears on ballot of the November 4, 2014 statewide general election.

While the proposition includes a number of provisions related to patient safety, including requiring hospitals to conduct drug and alcohol testing on physicians, mandating health care practitioners and pharmacies to consult the Controlled Substance Utilization and Review Evaluation System (CARES) database, and requiring reporting of suspected physician drug and alcohol impairment, the main provision of the Act that is of particular interest to cities and public agencies is the proposed adjustment to the current \$250,000 cap on noneconomic damages for medical negligence lawsuits.

Currently, this cap is set at \$250,000. Proposition 46 would provide that the cap be adjusted for inflation which - according to the Legislative Analysts Office (LAO) - would raise the cap to \$1.1 million, and provides that the cap continue to be adjusted annually, thereafter, for inflation.

In its impartial analysis of the ballot measure, the LAO estimates that even a modest increase of 0.3 percent in health insurance costs:

“could result in an increase of over one hundred million dollars to state and local government, annually. Given the substantial uncertainty surrounding the potential changes in the amount and types of health care services purchased and provided by state and local governments, actual costs could range from relatively minor to the hundreds of millions of dollars annually.”

League of California Cities Review Proposition 46

At their July meeting, the Board of Directors of the League of California Cities took action to formally oppose Proposition 46. Consistent with the League’s process for considering positions of legislative advocacy, several of the League policy committees considered Proposition 46 and forwarded an “oppose” recommendation to the League Board, which was adopted.

Included as an attachment to this report is an excerpt from the briefing paper on Proposition 46 prepared by League staff for the Board’s consideration of this ballot measure. The report references the “oppose” recommendations to the Board from both the Administrative Services and Revenue and Taxation Policy Committee.

Support / Oppose Positions

Organizations and individuals who are on record as having taken a formal position on Proposition 46 can be found on the websites of the “support” and “oppose” campaigns, and can be found as follows:

YES on 46 - www.yeson46.org <<http://www.yeson46.org/>>

NO on 46 - www.noon46.com <<http://www.noon46.com/>>

Alternative Courses of Action

In considering a position for the City Council to take on Proposition 46, the following actions may be contemplated:

- Oppose (recommended by Mayor Pro Tempore Marble)
- Support (not recommended)
- No position - implies the City is taking a “neutral” position
- No action - implies that the Council does not find this issue to be of import to the City.

Conclusion

At the request of Mayor Pro Tempore Marble, the Council is being asked to consider taking a formal position on Proposition 46.

Paul Navazio, City Manager

Attachment -

- Excerpt from League of California Cities staff analysis of Proposition 46

****** EXCERPT ******

**LEAGUE OF CALIFORNIA CITIES
BOARD OF DIRECTORS
Legislative Agenda
July 2014**

**Medical Injury Compensation Reform Act (MICRA) Ballot initiative:
The Troy and Alana Pack Patient Safety Act of 2014.**

Summary:

The Troy and Alana Pack Patient Safety Act of 2014, through signature gathering, has qualified for the November 2014 statewide ballot. It relates to medical malpractice and compensation, and has four key components.

- 1. *Removes the cap on noneconomic damages for medical negligence lawsuits.***
This measure would adjust the current \$250,000 cap on noneconomic damages for inflation. According to the Legislative Analyst Office (LAO) this would bring the new cap to \$1.1 million and would be adjusted annually.
- 2. *Requires reporting of suspected physician drug or alcohol impairment or failure to follow appropriate standard of care.***
Physicians would be required to report to the Medical Board of California any instance where another physician appears to be impaired by drugs or alcohol while on duty. This provision also requires reporting in instances where a physician provided an inappropriate standard of care.
- 3. *Requires hospitals to conduct alcohol and drug testing on physicians.***
This requirement would include random drug and alcohol screening, testing after an adverse event, and at the direction of the Medical Board.
- 4. *Requires health care practitioners and pharmacists to consult the Controlled Substance Utilization and Review Evaluation System (CURES).***
CURES is an electronic monitoring system for the prescribing and dispensing of specific controlled substances. It is monitored by the California State Department of Justice (DOJ) and is intended to curb prescription drug abuse.

Background:

MICRA Background:

California's Existing Medical Malpractice Cap (MICRA) was signed by Gov. Jerry Brown during his first term as Governor, the 1975 MICRA law was created during a special legislative session to address increasing medical liability costs. Legislation was enacted and implemented via the following California law code sections:

- Business and Profession Code 6146
- Civil Code 3333.1 & 3333.2
- Code of Civil Procedure 667.7

Under MICRA a plaintiff could seek two types of damages, economic and non-economic.

- Economic Damages: unlimited for all medical costs, lost wages, and lifetime earning potential.
- Non-Economic Damages: \$250,000 cap. The cap was intended to stabilize medical liability insurance costs.

*MICRA also allows for unlimited punitive damages.

MICRA in other states:

California was the first in the nation to pass such a cap on non-economic medical malpractice damages. Since then, 31 other states have adopted similar caps. On the higher end of caps, Virginia has a gradually increasing cap that now stands at \$2.15 million and adheres to a fee schedule. States like Oregon, Florida and Illinois cap medical malpractice non-economic damages between \$500,000 and \$1 million. However, most tend to be on the lower end of the cap limits with around 15 states having caps ranging from \$250,000 to \$400,000. Only 18 states currently do not have any limitations. This initiative would make California one of the states with the highest “cap” that would continue moving based on annual adjustments for inflation.

Drug Testing of Physicians Background:

The issue has been an ongoing national discussion since the early 1990’s. Having drug testing in both private and public employment is not a new practice; federal law even requires that workers within specific job fields undergo random drug and alcohol screening. This includes pilots, flight attendants, school bus drivers, truck drivers, and pipeline emergency response crews.

Proponents argue that because of the sensitive nature of medical procedures, there is an inherent need by patients to ensure the person giving them medical care is not having their judgment or abilities clouded by drugs or alcohol. Opponents argue that it invades medical personnel’s privacy and unnecessary due to the perception of low levels of substance abuse by physicians.

CURES Background:

California Triplicate Prescription Program (TPP) was established in 1939 and replaced by CURES in 1998. The system contains information relating to controlled substances distributed within the state and has required reporting requirements for pharmacists. However, it is voluntary for prescribers on whether they participate. Funding for CURES was cut in the California Budget Act of 2011.

SB 809 (DeSaulnier, 2013)¹: Established a \$6 fee to update and maintain the CURES and Prescription Monitoring Program (PDMP). The bill also established a process for regulating prescribing licensees. The PDMP has been an extremely useful tool for investigating, preventing, and providing education related to prescription drug diversion. The bill was sponsored by the CA Attorney General Kamala Harris, substantial support from healthcare providers, law enforcement, and insurers. The League did not take a position.

Fiscal Impact:

The LAO has estimated costs for state and local government health care spending:

National estimates of the effect of malpractice reforms — including caps on noneconomic damages — on spending associated with changes in the amount and types of health care spending generally range from relatively minor to more than 3 percent. Several factors may contribute to the magnitude of this effect, including the degree to which services are provided through managed care, the types of health services provided, and the degree to which the additional costs to health plans would be passed on to government purchasers.

In California, the effect on state and local government costs would likely be toward the lower end of this range, in large part due to the high prevalence of managed care — which is generally associated with lower levels of defensive medicine. *However, even a small percentage change in health care costs could have a significant effect on health care spending.* For example, a 0.3 percent increase in state and local government health care costs in California would increase costs by over one hundred million dollars annually. Given the substantial uncertainty surrounding the potential changes in the amount and types of health care services purchased and provided by state

¹ http://www.leginfo.ca.gov/pub/13-14/bill/sen/sb_0801-0850/sb_809_bill_20130927_chaptered.htm

and local governments, actual costs could range from relatively minor to the hundreds of millions of dollars annually.²

Costs associated to higher medical malpractice costs are cited by the LAO to be in the “*tens of millions of dollars annually, potentially ranging to over one hundred million dollars annually.*”

Other costs associated with the initiative are: potential increase to the state court system from the influx of malpractice cases, and drug testing costs to physicians – likely to be passed on to consumers.

Existing League Policy:

Administrative Services: The League supports legislation that limits the exposure of local governments to lawsuits related to liability, including but not limited to such areas as unimproved natural conditions, design immunity, hazardous recreational activities, and injuries due to wild animals in public places.

Comments:

1. MICRA Cap:

The quadrupling of the existing cap for non-economic damages from \$250,000 to \$1.1 million is the primary reason for the League reviewing this measure. The LAO analysis notes potential impacts on state and local agencies in the tens of millions.

2. Reporting requirements regarding drug and alcohol abuse:

This provision could have a positive impact on patient safety and one would assume that any good acting physician would already report on a colleague if they were aware they were impaired while providing treatment to a patient.

While implementing this type of reporting requirement does not seem very problematic, there needs to be consideration regarding appropriate standards for the investigation and appeal process for an accusation. There would also need to be some confidentiality protections for the person reporting on the impairment of physician, which the initiative does not provide. As with any mandatory employee reporting process there is a risk of retaliation and other internal problems that could arise.

3. Drug testing of physicians:

Random drug testing on physicians, particularly those that are conducting delicate surgical procedures, seems like responsible policy making. Stories have made their way into the media regarding doctors who were intoxicated or impaired by prescription drugs while conducting a procedure and there were adverse outcomes for the patient. This provision in the initiative would also require that if a patient suffers an adverse event, hospitals would be required to test a physician who provided care to them 24 hours prior to that event. There would be a 12 hour period for a physician to submit to a drug and alcohol screening following their being informed about the adverse event. If the physician fails to submit to a test or refuses they could face suspension of their license.

This policy would need to be well-structured within individual healthcare facilities and at the Medical Board in order to minimize any negative repercussions. The initiative does not provide any language regarding these issues and because of this silence it is assumed the Medical Board would need to establish guidelines.

There is an outstanding problem with the required timing for testing after an adverse event. Under the initiative, physicians would undergo drug testing after notification of an adverse event, which could be hours, days, or weeks later. In that timeframe someone could have taken a prescription drug or consumed alcohol, test positive, and face disciplinary action, even if it wasn't in their system at the time of the procedure. The onus would be put on the physician to prove that they were not under the influence at the time of treating the patient.

² <http://www.lao.ca.gov/ballot/2013/130532.pdf>

4. CURES:

The mandatory use of the CURES system is a notable goal, that in the future would result in a streamlined screening of potential abuses of controlled substances. Proponents of the initiative have cited programs, such as the Wisconsin Prescription Drug Monitoring Program³ which is similar to California's CURES. Broader implementation of CURES could have a positive impact on local communities, similar to what Wisconsin is experiencing.

However, because of California's recent financial difficulties, CURES has had limited funding and staffing – just one person in 2013. Just recently, CURES underwent some legislative changes and a new funding mechanism was established in order to address CURES' lack of resources. To require that more users engage in an already strained system may establish false hopes that there will be a better process than exists currently. Reforms to the use of CURES should be done on a timetable that is better aligned with the funding and technological capabilities of the system, quite simply: it is premature to implement any more requirements on this system.

Concluding Comments:

From a local government perspective, evaluation of this initiative is being conducted solely on the MICRA cap provision because of the potential healthcare cost increases to cities. Due to the already existing financial pressures related to employee benefits it would be in the financial interest of local entities to avoid another mechanism where costs would increase.

This ballot initiative has brought up a lot of discussion surrounding the issues of physician drug testing, reporting, and use of the CURES system. These components are certainly areas of concern that any good acting individual would want to see addressed, however, due to their complexity it would be best if they were taken up as individual pieces of legislation. This would help clarify language, ensure that proper funding is appropriated, and give better guidance to the regulatory and implementation process.

Committee Action:

The Administrative Services Policy Committee voted nearly unanimously to **Oppose** this ballot initiative, with three "no" votes.

The Revenue and Taxation Policy Committee voted 33-5 to **Oppose** this ballot initiative.

Support and Opposition:

Support:

Supporters listed on Yes on 46 Official website:

<http://www.yeson46.com/our-coalition/>

Includes list of elected officials and organizations, Democratic Party Officials, Patient Safety Advocates

Opposition:

List of individuals and organizations opposed can be found on No on 46 website:

<http://www.no46.com/>

Includes hospitals, doctor and health groups, civil liberties groups, education groups, labor organizations, business groups, and insurance companies.

³ <http://dsps.wi.gov/pdmp/laws>