City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

April 16, 2019
6:00 PM

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING
6:00 PM

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.

1. SUBJECT: Long Range Calendar

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

F. MINUTES

2. SUBJECT: City Council Meeting Minutes of March 5, 2019 and March 19, 2019

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of March 5, 2019 and March 19, 2019.

3. SUBJECT: Commission on Aging Minutes from January 17, 2019

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the January 17, 2019 Commission on Aging meeting minutes.

G. PRESENTATIONS

4. SUBJECT: Proclaim May 2, 2019 as BIG Day of Giving

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation proclaiming May 2, 2019 as BIG Day of Giving.

5. SUBJECT: Sacramento-Yolo Mosquito & Vector Control District Presentation

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation from Gary Goodman, District Manager for the Sacramento-Yolo Mosquito & Vector Control District to provide the latest update regarding mosquitoes, Zika virus, West Nile, invasive mosquito species, threats to public health and services offered by the Sacramento-Yolo Mosquito & Vector Control District.

H. CONSENT CALENDAR

6. SUBJECT: Community Services Department Quarterly Status Report for the period of January through March 2019

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Community Services Department Quarterly Status Report.

7. SUBJECT: Approve Salary Schedule effective April 1, 2019

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the City of Woodland Salary Schedule effective April 1, 2019.

8. Letter of Support for AB 906 Statewide Economic Development Plan

   Staff recommends that the City Council approve the letter of support for AB 906 (Cooley) Statewide Economic Development Plan

I. PUBLIC HEARINGS

9. SUBJECT: PUBLIC HEARING - Adoption of Resolution Approving Modified Major Projects Financing Plan (MPFP) Fees pursuant to the Major Projects Financing Plan Fee Program Nexus Study Update and Adoption of Urgency Resolution Approving Interim MPFP Fees for a Period of 30 Days and Directing Staff to Schedule a Public Hearing for A 30 Day Extension

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council (1) Adopt Resolution No. _____, Making Findings and Approving the 2019 Major Projects Financing Plan Fee Program Nexus Study Update and the Modified Development Impact Fees, Also Referred to Major Project Financing Plan (MPFP) Fees; and (2) Adopt Resolution No. _____, an Urgency Resolution Approving Interim Development Impact Fees Based on the City of Woodland 2019 Major Projects Financing Plan Fee Program Nexus Study Update and Directing the Setting of a Public Hearing Within 30 days for an Extension of the Interim Fees.

J. REPORTS OF THE CITY MANAGER

10. SUBJECT: 2019 Water Capacity Fee Update

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, Increasing the Water Capacity Fee (Previously Referred to as Surface Water Fee) as Substantiated in the Water Capacity Fee Update Study dated April 5, 2019.

11. SUBJECT: Woodland Sports Park Facilities Update and Approval of Funding Request in Support of Woodland Girls' Fastpitch Spring/Fall 2019 Use of WJUSD Facility

    RECOMMENDATION FOR ACTION: Staff recommends that the Council: 1) receive a progress report on development of new Woodland Sports Park Facilities, and 2) approve a funding request in support of Woodland Girls' Fastpitch Softball Association's Spring/Fall 2019 use of Douglass Middle School Recreation Fields.

12. SUBJECT: Authorize Contract with Mark Thomas for SR 113/CR 25A Interchange Modifications Project, CIP #20-05

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to 1) Create a new capital project, SR 113/CR 25A Interchange Modifications Project, CIP #20-05; 2) Appropriate $235,000 from fund 682 – SLIF Roads to the SR 113/CR 25A Interchange Modifications Project, CIP #20-05 in FY 19; 3) Authorize the City Manager to execute a consultant agreement with Mark Thomas in the amount of $226,375 for the design of the SR 113/CR 25A Interchange Modifications Project, CIP #20-05

13. SUBJECT: Approval of the Measure F Spending Plan

    RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No.____, approving the Measure F Spending Plan.

K. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority Meeting of the City of Woodland scheduled Tuesday, April 16, 2019 was posted on Friday, April 12, 2019 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 requests 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.

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: E.1.
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 B. Gonzalez, City Clerk, (530) 661-5806, ana.gonzalez@cityofwoodland.org

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

Paul Navazio
City Manager

Attachments:
1. Council Long Range Calendar_final

UPDATED COUNCIL LONG RANGE CALENDAR

MAY 14TH — SPECIAL MEETING

Closed Session – Labor Negotiations
Development Impact Fee Deferral Program Amendments
Homelessness Initiatives Update
Traffic Calming

MAY 21ST — REGULAR MEETING

Presentations
SACOG Presentation
Public Works Week

Consent Calendar
Landscape Maintenance Agreements

Reports of the City Manager
Presentation: FY19/20 Proposed Budget
General Plan Status Report / Annual Housing Update
Community Service Award Nominees
Board and Commission Ordinance Amendments

JUNE 4TH — REGULAR MEETING

Board and Commission Re-appointments and Appointments effective July 1, 2019
Woodland Research & Technology Park – Specific Plan Update

JUNE 18TH — REGULAR MEETING

FY 2019/20 Budget Adoption
Call for Public Hearing for WM Liens on July 16, 2019

Future Topics / Study Sessions:

July Tree Preservation Ordinance PH – Waste Mgmt Liens – July 16th	**August** *Summer Recess – July 17 – August 19*
TBD Mobile Food Vendor Permits Non-Conforming Use Zoning Update Sewer Rates (Prop 218)	

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: F.2.
SUBJECT: City Council Meeting Minutes of March 5, 2019 and March 19, 2019

Recommendation for Action:
Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of March 5, 2019 and March 19, 2019.

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

Paul Navazio
City Manager

Attachments:
1. 03_05_19 DRAFT CC MINS
2. 03_19_19 DRAFT CC MINS

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

Regular Meeting Minutes

Tuesday, March 5, 2019

6:00 PM

City Council

CITY COUNCIL

CLOSED SESSION
5:30 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (one (1) potential case)

JOINT MEETING CITY COUNCIL/WOODLAND FINANCE AUTHORITY
6:00 PM

C. CALL TO ORDER

Meeting called to order at 6:04PM.

D. ROLL CALL

Council Members Present: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Absent: None

E. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Cindy Norris.

F. 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.

Eric Wisterman spoke regarding his business Woodland Snow Shack and the need to expand the number of vendor permits allowed in the City.

G. 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.

Verbal updates provided by Council Members/Staff.

2. SUBJECT: Long Range Calendar

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

H. MINUTES

3. SUBJECT: City Council Meeting Minutes of February 5, 2019 and February 19, 2019

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of February 5, 2019 and February 19, 2019.

On a motion by Mayor Pro Tem Lansburgh, seconded by Council Member Stallard and carried unanimously, Council Members adopted the minutes of the Joint Regular City Council/Woodland Finance Authority Meetings of February 5, 2019 and February 19, 2019.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

I. CONSENT CALENDAR

4. SUBJECT: Second Reading and Adopt Agricultural Mitigation Ordinance

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Ordinance No. 1642, an Ordinance of the City Council of the City of Woodland adding Chapter 33 to Title 15 of the City of Woodland Municiapl Code implementing the General Plan Policy pertaining to Agricultural Mitigation.

Adopted Ordinance No. 1642, an Ordinance of the City Council of the City of Woodland adding Chapter 33 to Title 15 of the City of Woodland Municipal Code implementing the General Plan Policy pertaining to Agricultural Mitigation.

5. SUBJECT: Green Means Go - Greenhouse Gas Reduction Program.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council 1) receive information concerning the Green Means Go pilot program which is intended to lower greenhouse gas emissions in the SACOG region by accelerating infill development, reducing vehicle trips, and electrifying remaining trips; and 2) adopt Resolution No. _____, supporting the Green Means Go - Sacramento Region Green House Gas Reduction Pilot Program.

Adopted RESOLUTION NO. 7225, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND SUPPORTING THE GREEN MEANS GO - SACRAMENTO REGION GREEN HOUSE GAS REDUCTION PILOT PROGRAM.

6. SUBJECT: Approve Contract with Laugenour and Meikle for 2020 Sewer and Water Main Replacement Project, CIP #20-07

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, to 1) Create a new capital project, 2020 Sewer and Water Main Replacement Project, CIP #20-07; 2) Approve the reallocation of $200,000 of Water Enterprise Funds from the Water System Leak Detection, Maintenance and Repairs Project, CIP #09-23 to the 2020 Sewer and Water Main Replacement Project, CIP #20-07 to provide for the project design budget; 3) Approve the reallocation of $200,000 of Sewer Enterprise Funds from the Annual Sewer Repairs & Replacement Project, CIP #08-21 to the 2020 Sewer and Water Main Replacement Project, CIP #20-07 to provide for the project design budget; 4) Authorize the City Manager to execute a consultant agreement with Laugenour & Meikle in the amount of $264,970 for the design of the 2019 Water Main Replacement Project, CIP #20-07; 5) Authorize a contingency of up to 10% ($26,497) for the design of the 2020 Sewer and Water Main Replacement Project, CIP #20-07.

Adopted RESOLUTION NO. 7226, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT WITH LAUGENOUR & MEIKLE FOR ENGINEERING CONSULTING SERVICES FOR THE 2020 SEWER AND WATER MAIN REPLACEMENT PROJECT, CIP #20-07.

7. SUBJECT: Approval of Final Map 4851, Country Oaks, and associated Subdivision Improvement Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, a Resolution of the City Council that 1) approves Final Map 4851, Country Oaks, including the relinquishment of 5' of right of way on the north-south section of Betty Avenue; and directs the City Clerk to sign the map and for the City Engineer to forward the map to the County Tax Collector; and 2) approves conversion of the remainder of the right of way for the north south portion of Betty Avenue to a bicycle and pedestrian path; and 3) approves the Subdivision Improvement Agreement and authorizes and directs the City Manager to sign the Agreement, and the City Manager is authorized to amend the agreement to grant time extensions to the agreement if necessary.

Adopted RESOLUTION NO. 7227, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING FINAL MAP 4851, COUNTRY OAKS, AND A SUBDIVISION IMPROVEMENT AGREEMENT WITH MOLLY AVENUE LLC FOR CONSTRUCTION OF SUBDIVISION IMPROVEMENTS.

8. SUBJECT: Summary Vacation of Portions of Public Utility Easements on Lots Numbered 75, 102, 112; Map 5101 CalWest Phase 2.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, a Resolution of the City Council that in accordance with chapter (4) section 8330-8335 of the Streets and Highway Code does 1) summarily vacate approximately 52 sf. of the PUE on the northeast corner of lot 75 of map 5101 recorded in book of maps 2017 page 78; 2) summarily vacate approximately 45 sf. Of the PUE on the southeast corner of lot 102 of map 5101 recorded in book of maps 2017 page 78; 3) summarily vacate approximately 58 sf. Of the PUE on the north east or west corner of lot 112 of map 5101 recorded in book of maps 2017 page 78; and 4) also authorize the City Manager to execute a Quitclaim Deed for each the property to the underlying property owner, Lennar Homes.

Adopted RESOLUTION NO. 7228, A RESOLUTION OF THE CITY OF WOODLAND CITY COUNCIL APPROVING SUMMARY VACATION OF PORTIONS OF PUBLIC UTILITY EASEMENTS ON LOTS NUBMERED 75, 102, 112; SHOWN ON MAP 5101 CALWEST PHASE 2.

9. SUBJECT: Amended and Restated Lease Agreement between City of Woodland and Las Brasas Express, LLC for the operation of the Woodland Sports Park Concession Stand

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the Amended and Restated Lease Agreement between City of Woodland and Las Brasas Express, LLC for the operation of the Woodland Sports Park Concession Stand.

Adopted RESOLUTION NO. 7229, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ENTER INTO AN AMENDED AND RESTATED LEASE AGREEMENT WITH LAS BRASAS EXPRESS, LLC FOR OPERATION OF THE WOODLAND SPORTS PARK CONCESSION STAND.

10. SUBJECT: First Contract Amendment – Tree Stump Removal Professional Services Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the first contract amendment to the professional services agreement for tree stump removal services with West Coast Arborist in the amount of $18,000 for a contract total not to exceed $63,000.

Adopted RESOLUTION NO. 7230, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A FIRST AMENDMENT TO THE TREE STUMP REMOVAL PROFESSIONAL SERVICES AGREEMENT WITH WEST COAST ARBORISTS, INC.

On a motion by Mayor Pro Tem Lansburgh, seconded by Council Member Barajas and carried unanimously, Council Members approved Consent Calendar Items No. 4 through 10.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
NOES None

J. PUBLIC HEARINGS

11. SUBJECT: Epic Bros Enterprises, Inc, Commercial Cannabis Manufacturing Facility. A proposed Conditional Use Permit to allow a non-volatile cannabis manufacturing facility at 1230 Harter Avenue, Suite J: PLNG 18-00103

RECOMMENDATION FOR ACTION: Staff recommends that the City Council: 1) Receive the staff report; 2) Conduct a public hearing; 3) Find that the project is exempt from further environmental review pursuant to Class 1 and Class 32 Categorical Exemptions under the California Environmental Quality Act (CEQA) and find that the exemptions reflect the independent judgement of the City as lead agency under CEQA; 4) Adopt Resolution No. _____, recommending that the City Council approve a Conditional Use Permit amendment to allow a commercial cannabis non-volatile, manufacturing facility at 1230 Harter Avenue, Suite J, conditioned upon approval of appropriate Cannabis Business Permit and the recommended conditions of approval; and 5) Adopt Resolution No. _____, authorizing the City Manager, pursuant to Section 5.28.180 to approve a final Operating Agreement for a commercial cannabis manufacturing business at 1230 Harter Avenue, Suite J.

On a motion by Council Member Barajas, seconded by Mayor Pro Tem Lansburgh and carried on a 4-0-1 vote, Council Members adopted Resolution No. 7231, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONDITIONAL USE PERMIT FOR A CANNABIS MANUFACTURING BUSINESS LOCATED AT 1230 HARTER AVENUE, SUITE J.

AYES: Barajas, Fernandez, Lansburgh and Rodriguez
NOES: None
ABSTAIN: Stallard

On a motion by Council Member Barajas, seconded by Mayor Pro Tem Lansburgh and carried on a 4-0-1 vote, Council Members adopted Resolution NO. 7232, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN OPERATING AGREEMENT WITH EPIC BROS ENTERPRISES, INC., FOR A CANNABIS MANUFACTURING BUSINESS LOCATED AT 1230 HARTER AVENUE, SUITE J.

AYES: Barajas, Fernandez, Lansburgh and Rodriguez
NOES: None
ABSTAIN: Stallard

K. REPORTS OF THE CITY MANAGER

12. SUBJECT: Commercial Cannabis Program Oversight

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, 1) amending the FY2018/19 budget appropriating anticipated revenues from the City's Commercial Cannabis Program, 2) authorizing the augmentation of 2.5 staff positions to be supported by Commercial Cannabis Program revenues, and 3) deferring further staff augmentation to the FY2019/20 budget process.

On a motion by Council Member Fernandez, seconded by Mayor Pro Tem Lansburgh and carried unanimously, Council Members requested that this item be tabled and brought back to Council in two-weeks.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

13. SUBJECT: FEMA Staffing for Adequate Fire and Emergency Response (SAFER) Grant

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to submit a grant application under the FEMA Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program.

On a motion by Council Member Barajas, seconded by Mayor Pro Tem Lansburgh and carried unanimously, Council Members adopted RESOLUTION NO. 7233, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO SUBMIT A GRANT APPLICATION FOR THE FEMA STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

14. SUBJECT: Award Construction and Consultant Contract for West Main Street Bicycle/Pedestrian Mobility & Safety Improvement Project, CIP 17-16

RECOMMENDATION FOR ACTION: Staff recommends that the City Council 1) Adopt Resolution No. _____, to award the construction contract in the amount of $9,500,000 for the base bid to Granite Rock for the West Main Street Bicycle/Pedestrian Mobility & Safety Improvement Project, CIP 17-16, authorize a contract contingency up to 15%, and authorize the City Engineer to execute the construction contract and change orders; and 2) Authorize the reallocation of $446,000 from Fund 210-Water Enterprise and $446,000 from the Water System Leak Detection and Repairs Project, CIP 09-23, to the West Main Street Bicycle/Pedestrian Mobility & Safety Improvement Project, CIP 17-16, to fund costs associated with water utility improvements; and 3) Appropriate $700,000 of additional Measure E Fund to the project; and 4) Appropriate $100,000 of additional Grant Funding to the Project from the Community Design Grant Program; and 5) Approve a consultant services agreement for construction management, inspection, and testing services with UNICO Engineering, in the amount of $964,000 for the Project and authorize the City Engineer to execute the agreement and amendments as necessary up to 15% of the agreement amount.

On a motion by Council Member Stallard, seconded by Council Member Fernandez and carried unanimously, Council Members adopted RESOLUTION NO. 7234, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROPRIATING $446,000 OF WATER ENTERPRISE FUNDING, REALLOCATING $446,000 FROM WATER LEAK DETENTION AND REPAIRS PROJECT CIP 09-23, APPROPRIATING $700,000 OF ADDITIONAL MEASURE E FUNDING, APPROPRIATING $100,000 OF ADDITIONAL GRANT FUNDING AND APPROVING A CONSTRUCTION CONTRACT AND CONSULTANT AGREEMENT FOR THE WEST MAIN STREET BICYCLE/PEDESTRIAN MOBILITY AND SAFETY IMPROVEMENT PROJECT, CIP 17-16.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
NOES: None

15. SUBJECT: Approval of Amendment to Fiscal Year 2019 Budget to Add Funding and Increase the Purchase Price Limit for the City's First Time Homebuyer Loan Assistance Program

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the following appropriations and amending the FY 2019 budget as necessary: (1) an additional $490,000 in HOME program income funds (Fund 323), (2) an additional $210,000 in BEGIN and CalHome program income funds (Fund 324), and (3) an additional $5,000 in Housing Trust funds (Fund 326) for the City's First Time Homebuyer Loan Assistance Program (FTHB); a total appropriation of $675,250 in Fund 323, $210,000 in Fund 324, and $30,975 in Fund 326; and increasing the FTHB purchase price limit to $360,000 for new and resale homes.

On a motion by Council Member Stallard, seconded by Council Member Barajas and carried unanimously, Council Members adopted RESOLUTION NO. 7235, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROPRIATING FUNDS OF $705,000 AND INCREASING THE PURCHASE PRICE LIMITS FOR THE CITY'S FIRST TIME HOMEBUYER LOAN ASSISTANCE PROGRAM.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

16. SUBJECT: Sustainability Advisory Committee

RECOMMENDATION FOR ACTION: Staff recommends that the City Council (1) approve Resolution No. _____, establishing the Sustainability Advisory Committee, as proposed, and (2) direct City staff to proceed with committee formation.

On a motion by Council Member Fernandez, seconded by Council Member Barajas and carried unanimously, Council Members adopted RESOLUTION NO. 7236, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND CREATING THE SUSTAINABILITY ADVISORY COMMITTEE.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

L. ADJOURN

Meeting adjourned at 08:49 PM.

Respectfully submitted,

Ana B. Gonzalez, City Clerk

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

Regular Meeting Minutes

Tuesday, March 19, 2019

6:00 PM

City Council

CITY COUNCIL

JOINT MEETING CITY COUNCIL/WOODLAND FINANCE AUTHORITY
6:00 PM

A. CALL TO ORDER

Meeting called to order at 6:00PM.

B. ROLL CALL

Present: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

All Council Members present.

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Natalya Nelson.

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.

Lynanne Sidway spoke regarding housing eviction.
Sherrie Jensen, Woodland High School teacher spoke regarding tobacco retails, specifically vaping.

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.

Verbal updates provided by Council Members/Staff.

1. SUBJECT: Long Range Calendar

   RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Long Range Calendar for informational purposes only.

F. MINUTES

2. SUBJECT: City Council Meeting Minutes of February 26, 2019

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the Special City Council Meeting minutes of February 26, 2019.

On a motion by Mayor Pro Tempore Lansburgh, seconded by Council Member Angel Barajas and carried unanimously, Council Members adopted the Special City Council Meeting Minutes of February 26, 2019 with corrections to Item No. 13 reflecting a 4-0 vote.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

G. PRESENTATIONS

3. SUBJECT: Women's History Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council proclaim March 2019 as Women's History Month, themed "Visionary Women: Champions of Peace and Nonviolence".

On a motion by Council Member Stallard, seconded by Council Member Barajas and carried unanimously, Council Members proclaimed March 2019 as Women's History Month.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

H. CONSENT CALENDAR

4. SUBJECT: Public Works Quarterly Status Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Public Works Quarterly Status Report for the period of December 2018 through February 2019.

Accepted the Public Works Quarterly Status Report for the period of December 2018 through February 2019.

Mayor Pro Tempore Lansburgh had a questions regarding this report. Specifically, concerns regarding leaky roof in City Hall. Public Works Director Craig Lock addressed these concerns. Council Member Stallard also provided correction on car charger grant - Valley Clean Energy applied for money and not the cities of Davis, Woodland and Yolo County. Council Member Stallard also had a question regarding the two Level 3 chargers at $12,000. Seems quite low and Public Works Director Craig Locke will get back to Council Member Stallard on his question.

5. SUBJECT: Approve Consultant Amendment for Construction Management and Inspection Services for Improvements associated with Spring Lake Central Phase 5 and the Cal-West Phase 3&4 Subdivisions

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, 1) amending the consultant services agreement with Associated Engineering Consultants, Inc. for the Spring Lake Central Phase 5 Subdivision in the amount of $10,000 for a total contract amount of $87,020 and 2) amending the consultant services agreement with Associated Engineering Consultants, Inc. for the Cal-West Phase 3 & 4 Subdivisions in the amount of $17,000 for a total contract amount of $152,914; and authorize the City Manager to execute the agreement.

Adopted RESOLUTION NO. 7237, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AMENDMENT FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES ASSOCIATED WITH SPRING LAKE CENTRAL PHASE 5 AND THE CALWEST PHASE 3&4 SUBDIVISIONS.

6. SUBJECT: Approve Consultant Services Agreement for County Road 25A (Miekle Ave. to Promenade Dr.) Improvement Project, CIP 19-09

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. ______, to approve a consultant services agreement with Cunningham Engineering Consultants, in the amount of $94,200.00 for the County Road 25A(Miekle Ave. to Promenade Dr.) Improvement Project, CIP 19-09 and authorize the City Manager to execute the agreement.

Adopted RESOLUTION NO. 7238, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE THE CONSULTANT SERVICES AGREEMENT WITH CUNNINGHAM ENGINEERING CONSULTANTS FOR THE COUNTY ROAD 25A (MIEKLE AVE. TO PROMENADE DR.) IMPROVEMENT PROJECT, CIP 19-09.

7. SUBJECT: Appropriate Project Funding for 2018 WPCF Pond 7 Biosolids Drying and Removal, CIP 18-06.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, 1) Approving the reallocation of $34,000 of Sewer Enterprise Funds from WPCF Biosolids, CIP 10-11, to 2018 WPCF Pond 7 Biosolids Drying and Removal, CIP 18-06; and 2) Approving construction contingencies of up to $31,000 (6.3% of the contract award amount of $429,000) for a total contract amount of $693,000.

Adopted RESOLUTION NO. 7239, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROPRIATE PROJECT FUNDING FOR THE 2018 WPCF POND 7 BIOSOLIDS DRYING AND REMOVAL PROJECT, CIP 18-06.

8. SUBJECT: Award Construction Contract for the Water Pollution Control Facility (WPCF) South Pond Pump Station (SPPS) Rehabilitation, CIP #18-07

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. ______, to 1) Award a construction contract in the amount of $486,000 to W. M. Lyles Co. for CIP 18-07, WPCF South Pond Pump Station Rehabilitation and authorize a contract contingency of up to 10% ($48,600); and
2) Approve the appropriation of $540,000 from CIP 14-02, Water Pollution Asset Replacement Project to CIP 18-07, WPCF South Pond Pump Station Rehabilitation.

Adopted RESOLUTION NO. 7240, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONSTRUCTION CONTRACT WITH W. M. LYLES CO. FOR THE WATER POLLUTION CONTROL FACILITY SOUTH POND PUMP STATION REHABILITATION, CIP 18-07.

9. SUBJECT: 2019 ADA Improvement Project, CIP 19-08; Approve Plans and Specifications, Authorize Bid Advertisement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the project plans and specifications for the 2019 ADA Improvement Project, CIP 19-08, and authorizing bid advertisement.

Adopted RESOLUTION NO. 7241, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS FOR THE 2019 ADA IMPROVEMENT PROJECT, CIP 19-08; AND AUTHORIZING BID ADVERTISEMENT.

10. SUBJECT: Approve First Amendment to Consultant Agreement for Professional Services for Building Division Chief Building Official, Plan Review and Inspections Services

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to approve the first amendment to a contract agreement with Interwest Consulting Group for Building Division Chief Building Official, Plan Review and Inspections Services, to extend the contract time from July 1, 2019 to June 30, 2020 and to increase the amount of compensation in accordance in accordance with the Professional Services Agreement dated July 1, 2018 for an amount not to exceed $230,000.00.

Adopted RESOLUTION NO. 7242, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE FIRST AMENDMENT TO AN AGREEMENT WITH INTERWEST CONSULTING GROUP FOR BUILDING DIVISION CHIEF BUILDING OFFICIAL, PLAN REVIEW AND INSPECTIONS SERVICES.

11. SUBJECT: Approval of Subrecipient Agreements with the Yolo Wayfarer Center (dba Fourth and Hope) Funded through the 2018 Continuum of Care Program

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute three subrecipient agreements in substantially the same form presented to the City Council with the Yolo Wayfarer Center (dba Fourth and Hope) funded through the 2018 Continuum of Care program competition in the aggregate amount of $268,888 and authorizes the Finance Officer to amend the budget as necessary.

Adopted RESOLUTION NO. 7243, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO EXECUTE SUBRECIPIENT AGREEMENTS WITH THE YOLO WAYFARER CENTER FOR 2018 CONTINUUM OF CARE PROGRAM GRANTS.

On a motion by Council Member Barajas, seconded by Council Member Fernandez and carried unanimously, Council Members approved Consent Calendar Items No. 4 through 11.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

I. REPORTS OF THE CITY MANAGER

12. SUBJECT: Award Construction Contract for the North Regional Pond and Pump Station, CIP #17-21

RECOMMENDATION FOR ACTION: Staff recommends that City Council adopt Resolution No. _____, to 1) Reject the bid protest filed by T&S Construction Co., Inc. as meritless; and 2) Award a Construction Contract to Myers & Sons Construction, LLC for $6,674,875 for the North Regional Pond and Pump Station, CIP #17-21 ("Project") and authorize a contract contingency of up to 10% ($667,488); and 3) Approve the transfer of $1,000,000 from Fund 681 – SLIF Storm Drain to the Project.

On a motion by Council Member Stallard, seconded by Mayor Pro Tempore Lansburgh and carried unanimously, Council Members adopted Resolution No. 7244, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND REJECTING A BID PROTEST AS MERITLESS AND APPROVING A CONSTRUCTION CONTRACT WITH MYERS AND SONS CONSTRUCTION, LLC FOR CIP 17-21, NORTH REGIONAL POND AND PUMP STATION PROJECT.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

13. SUBJECT: Amend the FY 19/20 Capital Budget to appropriate funds to the 2020 Road Rehabilitation Project, CIP 19-05

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, amending the FY 19/20 Capital Budget to appropriate Road Maintenance and Rehabilitation Account funds to the 2020 Road Rehabilitation Project, CIP 19-05.

On a motion by Mayor Pro Tempore Lansburgh, seconded by Council Member Fernandez and carried unanimously, Council Members adopted Resolution No. 7245, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO AMEND THE FY 19/20 CAPITAL BUDGET TO APPROPRIATE ROAD MAINTENANCE AND REHABILITATION ACCOUNT (RMRA) FUNDING TO THE 2020 ROAD REHABILITATION PROJECT, CIP 19-05.

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

14. SUBJECT: Increase Budget Appropriation for Homeless-Related Activities and Amendments to 1) Memorandum of Understanding for the Operation of the Temporary Emergency Shelter, and 2) Joan Planell Professional Services Agreement for Homeless Consultation Services

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, 1) approving additional appropriations of $71,250 to the General Fund for homeless-related activities; and 2) authorize the City Manager to execute Amendment #1 to the Memorandum of Understanding (MOU) among the City of Woodland, County of Yolo, and Yolo Wayfarer Center in order to extend the operation of the Temporary Emergency Shelter through June 30, 2019; and 3) authorize the City Manager to execute Amendment #3 to the professional services agreement with Joan Planell for homeless consultation services.

On a motion by Council Member Barajas, seconded by Mayor Pro Tempore Lansburgh and carried unanimously, Council Members adopted Resolution No. 7246, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING ADDITIONAL APPROPRIATIONS OF $71,250 IN HOMELESS FUNDS AND AMENDING MEMORANDUM OF UNDERSTANDING AND PROFESSIONAL SERVICES AGREEMENT FOR HOMELESS-RELATED SERVICES.

Ayes: Barajas, Lansburgh, Fernandez, Rodriguez and Stallard
Noes: None

15. SUBJECT: Adopt Urban Forest Master Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the Urban Forest Master Plan.

On a motion by Council Member Fernandez, seconded by Council Member Barajas and carried unanimously, Council Members adopted the Urban Forest Master Plan

Ayes: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard
Noes: None

16. SUBJECT: Woodland Fire Services Standards of Coverage and Headquarters Capacity Review

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive and accept the Citygate Associates' study and direct staff to develop a multiyear plan for phased implementation of the study's recommendations.

Received and accepted Citygate Associates' study.

17. SUBJECT: Commercial Cannabis Program Oversight

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, 1) amending the FY2018/19 budget appropriating anticipated revenues from the City's Commercial Cannabis Program, 2) authorizing the augmentation of 2.5 staff positions to be supported by Commercial Cannabis Program revenues.

On a motion by Council Member Fernandez, seconded by Council Member Barajas and carried on a 4-1 vote, Council Members adopted RESOLUTION NO. 7247, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING ADDITIONAL APPROPRIATIONS AND 2.5 FULL-TIME POSITIONS RELATED TO THE COMMERCIAL CANNABIS PROGRAM.

Ayes: Barajas, Lansburgh, Fernandez and Rodriguez
Noes: Stallard

J. ADJOURN

Meeting adjourned at 9:00 PM in memory of Anthony Bosser

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: F.3.
SUBJECT: Commission on Aging Minutes from January 17, 2019

Recommendation for Action: Staff recommends that the City Council receive the January 17, 2019 Commission on Aging meeting minutes.

Staff Contact:
Dallas Tringali, Community Services Program Manager, (530) 661-2005, dallas.tringali@cityofwoodland.org

Discussion:
The Commission on Aging met on March 21, 2019 and approved the January 17, 2019 meeting minutes.

Conclusion:
Staff recommends that the City Council receive the January 17, 2019 Commission on Aging meeting minutes.

Prepared By: Dallas Tringali, Community Services Program Manager

Reviewed By: Christine Engel, Community Services Director

Paul Navazio
City Manager

Attachments:
1. 1172019 Minutes

City of Woodland

Woodland Community & Senior Center
2001 East Street
Woodland, CA 95776

Commission on Aging –

Thursday, January 17, 2019

4:00 PM

A. CALL TO ORDER

Meeting called to order at 04:05 PM

B. ROLL CALL

Council Members Present: Chairperson Don Campbell, Commissioner Terry Kelley, Commissioner Linda Weesner
Absent: Commissioner Regan Overholt, Commissioner Heidi Wheeler

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Terry Kelley on the Yolo County Agency on Aging meetings she attended that discuss issues that are not being addressed for seniors. They discussed loneliness (they don't eat, take their medications) Kelley will provide feedback for their Strategic Plan.

Weesner asked about the senior Library. Weesner will meet with Tringali to discuss possible program improvements.

E. NEW BUSINESS

F. REGULAR CALENDAR

1. Approve the November 15, 2018 Minutes

On a motion by Commissioner Terry Kelley, seconded by Commissioner Linda Weesner and carried unanimously, to approve the November 15, 2018 minutes as written.

Ayes: Chairperson Don Campbell, Commissioner Terry Kelley, Commissioner Linda Weesner

Noes: None

Absent: Commissioner Regan Overholt, Commissioner Heidi Wheeler

2. Consider Commissioner Requests for Planned Absences from Future Meetings

On a motion by Commissioner Terry Kelley to approve requests by Terry Kelley and Linda Weesner to be absent for the April meeting and for Terry Kelley to be absent from the June meeting; no meeting in February and no meeting in July; seconded by Commissioner Linda Weesner and carried unanimously,

Ayes: Chairperson Don Campbell, Commissioner Terry Kelley, Commissioner Linda Weesner

Noes: None

Absent: Commissioner Regan Overholt, Commissioner Heidi Wheeler

3. Committee Reports

No reports at this meeting.

G. REPORT OF THE STAFF

4. Monthly Senior Center Report

Verbal updates provided by Tringali discussed new training for seniors for their cell phones. Police Chief and Fire Chief will do a program in the spring similar to "Donuts with the DA" New support group for diabetes, every other month.

H. COMMUNICATIONS - PUBLIC COMMENT

No public comment.

I. AGENDA ITEMS FOR NEXT MEETING

J. ADJOURN

Meeting adjourned at 04:45 PM.

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: G.4.
SUBJECT: Proclaim May 2, 2019 as BIG Day of Giving

Recommendation for Action: Staff recommends that the City Council proclaim May 2, 2019 as BIG Day of Giving.

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

Background:
May 2, 2018 is the BIG Day of Giving in our region, a 24hour giving challenge starting at midnight and ending at 11:59pm on May 2nd.

BIG Day of Giving is led by Sacramento Region Community Foundation and its affiliates, and supported by many partner organizations regionwide.
These foundations play a leading role in promoting and advancing philanthropy and giving.

The Big Day of Giving provides the opportunity to support participating nonprofit organizations in Woodland and our
region.

Meg Stallard, President of Yolo Community Foundation will be at the meeting to receive the proclamation.

Prepared By: Ana B. Gonzalez, City Clerk

Paul Navazio
City Manager

Attachments:
1. Big Day of Giving Proclamation 2019

CITY OF WOODLAND

BIG DAY OF GIVING PROCLAMATION

WHEREAS, the Sacramento Region Community Foundation, a trusted resource for contributing to local and regional organizations, will host the seventh annual giving day on May 2, 2019, in partnership with the Yolo Community Foundation, local and regional businesses and community leaders throughout a Four-County Sacramento region to encourage charitable giving; and

WHEREAS, over the past six years more than 36,000 people in our region donated on Big Day of Giving, raising over $30 Million that local nonprofits have used to improve the quality of life our region; and

WHEREAS, this year over 600 nonprofits will participate in Big Day of Giving, nearly 80 of which are located in Yolo County and 21 Woodland-based nonprofits serving its residents; and

WHEREAS, Big Day of Giving is an opportunity for Woodland residents to show their community pride through supporting the good work of our local nonprofits; and

WHEREAS, philanthropic investment helps hardworking nonprofits make an impact on the causes that affect us all and provides donors with a sense of ownership and pride in their community.

NOW, THEREFORE, BE IT RESOLVED, that the Woodland City Council hereby proclaims **May 2, 2019,** as **Big Day of Giving** and encourage all citizens to support the work of local nonprofit organizations who help the Woodland community thrive.

DATED: May 2, 2019

____

Xóchitl Rodriguez, Mayor

Rich Lansburgh, Mayor Pro Tempore

Angel Barajas, Council Member

Enrique Fernandez, Council Member

Tom Stallard, Council Member

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: G.5.
SUBJECT: Sacramento-Yolo Mosquito & Vector Control District Presentation

Recommendation for Action: Staff recommends that the City Council receive a presentation from Gary Goodman, District Manager for the Sacramento-Yolo Mosquito & Vector Control District to provide the latest update regarding mosquitoes, Zika virus, West Nile, invasive mosquito species, threats to public health and services offered by the Sacramento-Yolo Mosquito & Vector Control District.

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

Paul Navazio
City Manager

Attachments:
None

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: H.6.
SUBJECT: Community Services Department Quarterly Status Report for the period of January through March 2019

Recommendation for Action: Staff recommends that the City Council receive the Community Services Department Quarterly Status Report

Staff Contact:
Kris Bain, Community Services Program Manager, (530) 661-2002, krista.bain@cityofwoodland.org

Background:
This quarterly status report covers the period of January through March 2019. The report presents a summary of recreation and senior programming, events, affordable housing, the community development block grant entitlement program, parks and recreation facilities operation and maintenance, and urban forestry. This report also contains a narrative description of major work performed and/or notable Department highlights.

Conclusion:
Staff recommends that the City Council receive the Community Services Department Quarterly Status Report.

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director

Paul Navazio
City Manager

Attachments:
1. Q3_19

Community Services Department Quarterly Report: January-March 2019

The following provides a summary of the Community Service Department's programs, activities, and events for January through March 2019. This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document. *Participant totals (total participants and total participant hours) are the total amount of participants/hours for the entire reporting period (i.e. in most cases three months).*

Quarterly Highlights

- The Recreation Guide was released and directly mailed to over 3,500 households in Woodland with children up to 16 years old. Recreation Guides were also available at outreach events and at city facilities. The publication advertised upcoming activities and events from February through September.
- During the 7th annual ReXpo over $35,000 in program revenue was received and over 600 people were in attendance.
- Over 1,681 people participated in events such as ReXpo, the Bridal Show & Event Faire, the Martin Luther King Jr. Celebration, Teen Night, César Chávez Celebration, and Valentine's Day Cookie Decorating.
- Approximately 29,368 participant hours were recorded for aquatics; and youth, teen and adult recreation classes and programs.
- Approximately 9,362 participant hours were recorded for senior programs and senior events.
- Through generous a donation from the Woodland Kiwanis Club, the Woodland Community Services Department has camperships (scholarships) available for youth swim lessons.

Program Marketing

During this reporting period, the Department used the following marketing efforts to promote recreation program offerings as well as community events and senior programs.

- Recreation Guide: The Recreation Guide publication was released in mid-February and was mailed to 3,535 households in Woodland with children 0-16 years. Copies of the Recreation Guide are available on the City's webpage, at City facilities, and outreach events.
- School Flyers: One school flyer (Winter 2019) was distributed to WJUSD students to promote early Spring activities and events (César Chávez Celebration, Commit2Fit, Game On!, Spring Break classes, Spring Swim Lessons, Summer at City Hall, and Camperships). All flyers are in English and Spanish.
- Social Media: The Department utilizes Facebook and Instagram to advertise upcoming events and recreation programs.
- Special Events/Rec2Go Outreach: Staff attended the monthly Food Truck Events in February and March, to promote programs using the Rec2Go van. In addition, the program attended activities and events throughout the community including events at the Children's Therapy Center, Maxwell and Gibson Elementary Schools, and at the Woodland Sports Park.

Facilities

Community & Senior Center Facility Reservations

The Community & Senior Center facility rental program is designed to provide a location for community events and generate revenue for the City of Woodland.

The "Facility Rentals with Fees Waived" column, in the table below, identifies the use of the facility where fees were not charged and the dollar amount that could have been collected (had a fee waiver not been granted). Rentals with all of the fees waived are generally city events/meetings or city sponsored events. This table does not include use of rooms for senior programs or exercise classes.

	General Facility Rentals *Includes rentals receiving discounts*	**Facility Rentals** *with Fees Waived*
Number of Rentals	38	8
Approximate Participants	3,935	515
Total Fees	**$24,368**	**$13,252 (waived)**

Sports Park Tournament Reservations

Tournament reservations are available for the Sports Park Complex. Local tournament directors have the first choice of dates for the following year before a "tournament date allocation meeting" is held with non-local tournament directors. All of the available weekend dates for tournaments (from January to August and November to December) were reserved. (September and October weekends are used for soccer games by local soccer leagues). During the third quarter, the Sports Park was reserved for youth baseball and softball tournaments. Some tournaments were cancelled due to inclement weather.

Woodland High School, Pioneer High School and Lee Middle School used the Sports Park for soccer games. PHS & WHS scheduled games in the evening and paid for their light use. Lee Middle School have their games and pay the discounted rate. Woodland Christian High School used the Sports Park for baseball, softball and soccer rain dates, and pay the discounted rate. WCHS & LMS used the Sports Park 3-5 p.m. Historic users Woodland Soccer Club and Alliance Soccer Association (formerly DASA) moved or cancelled the practice times to accommodate the schools.

Sports Park Tournament Reservations	
Number of Rentals	13
Number of Teams	251
Total Fees Collected	**$47,690**

Facility Maintenance Projects

The largest facility maintenance project for the third quarter was the replacement of two HVAC units on the roof of the gymnasium. This project will improve the performance of the geothermal loop field in the hottest months of the summer. Other maintenance issues included equipment fixes in the boxing gym and repairing several doors throughout the building.

Parks

Parks and urban forestry projects during the third quarter include:

Request for Proposals for Landscape Maintenance

The City issued a Request for Proposals for landscape maintenance services for the City in late 2018. The scope of work includes maintenance at parks, ball fields, landscape strips, and more. Staff reviewed the proposals that were received and have conditionally selected two contractors to maintain the three maintenance zones throughout the City New agreements with the landscape vendors will go into effect on July 1, 2019.

Sport Park Facility Update

Staff and commissioners continued to work with girls fast pitch user groups on advancing their proposed project at the Woodland Sports Park. Staff is awaiting additional information from the soccer leagues on proposed costs and fundraising efforts to construct two new soccer fields. Once this information is received, staff will be able to present overall cost requirements (both for the City and the user groups) to the City Council for constructing the girls fast pitch fields and the soccer fields.

Parks and Recreation Facilities Improvement Projects

At the February 19, 2019 City Council meeting, the City Council approved mid-year budget adjustments including the appropriation of $230,000 to the Community Services Department for park facility maintenance needs. The below list of projects was presented to the City Council, as well as the facilities committee of the Parks & Recreation Commission. Staff has begun to receive the necessary bids for the contracts that will need to be allocated for each of the listed projects.

1. Lighting Improvements – Installation of light poles at Crawford Park and another park to be determined ($28,000 for poles and $25,000 for installation)
2. Charles Brooks ADA Restroom project – Retrofit of existing restrooms to provide wheelchair access and meet ADA requirements ($50,000)
3. Beamer Park Tennis Courts – Resurface the tennis courts in Beamer Park to fix trip hazards on the playing surface. This project also includes adding new pickleball lines. ($20,000)
4. Charles Brooks Pool Bleacher project – Design for a bleacher replacement project that would be constructed in future year, as funding is available ($30,000)
5. Jack Slaven Park Water Feature - Modifications and improvements to the water feature to repair deficiencies and reduce downtime ($50,000)
6. Remaining funds of $27,000 are not currently recommended for allocation to a specific project, but will be used for contingency funds for the listed projects. To the extent it is not needed as contingency, it will be available for other park projects.

Urban Forestry

Arbor Day

Arbor Day was celebrated by planting the Woodland Tree Foundations' 5,000th tree and included a short program at Campbell Park. Volunteers planted 51 city trees throughout the community. The Arbor Day tree-planting event is a part of the City's efforts to plant 1,200 trees through the Cal Fire Urban and Community Forestry Program and California Climate Investment grant. After eighteen months of the project, over 650 trees have been planted in Woodland. In addition, this grant allowed the City to develop an Urban Forest Master Plan.

Urban Forest Master Plan

The Urban Forest Master plan was presented to the City Council on March 19 and adopted. This document will be used to guide urban forest efforts for the next 20-years.

Charles Brooks Community Swim Center

Staff exposed the sewer line to the restrooms/shower rooms and placed a clean out in the main line. This repair provides a more accessible point when there are large crowds at the pool and the sewer has a backup.

In addition, staff also addressed concerns regarding privacy and the ability to see into the men's locker room from public areas. The work performed included the removal of some of the benches and installation of an extra dividing wall to block visibility into the locker room. The benches removed during this project were refurbished and re-installed in the center of the men's locker room and created additional seating.

Everman Park

Staff completed the demolition of the old restrooms and renovated the space into a workshop and storage area at Everman Park. Once the restroom fixtures were removed, the brick was recycled and used to close off the old restroom doors. In addition, new doors and lighting were installed on the building.

Crawford Park

While a new skate park is being planned at the Woodland Sports Park, minor improvements are being made to the existing skate park. Equipment in the skate park area identified as unsafe was removed and/or repaired. Two new ramps were ordered and will be installed upon delivery. The asphalt surface of the skate park has been cleaned in preparation for repair and resurfacing.

Events

Event	Date	Total Participants	Participant Hours	Fees Collected
Martin Luther King Jr. Celebration & Tree Planting	Jan. 19	75	75	Free Program
Game On! (Measure J)	Jan. 25	103	412	Free Program
Valentine's Day Cookie Decorating (Measure J)	Feb. 8	303	606	Free Program
Bridal & Event Fair	Feb. 23	300	300	Free Program
Arbor Day	March 2	50	150	Free Program
ReXpo	March 8	650	1,950	Free Program
César Chávez Celebration	March 27	200	200	Free Program
Total Participants		**1,681**	**3,693**	

Mayor Xochitl Rodriguez and Yolo County Supervisor Gary Sandy
Martin Luther King Jr. Celebration and Tree Planting

Aquatics

All aquatic programs are held at the Charles Brooks Community Swim Center. Aquatic programming is available for children as young as six months old through seniors and includes swimming lessons, lifeguard training, recreation swimming, recreation swim teams, lap swim and water aerobics. During the winter, the primary programming at the pool is lap swim, water aerobics, and the use of the pool by the Woodland Swim Team and the Woodland and Pioneer High Schools.

Aquatics Program	Total Participants	Participant Hours	Fees Collected
Lap Swim & Water Aerobics	561	561	$514
Woodland Swim Team	n/a	n/a	$5,730
Private Facility Reservation	n/a	n/a	$400
Total	**561**	**561**	**$6,644**

Pool Rentals

During non-programmed hours, the Charles Brooks Community Swim Center is available to reserve for other aquatic activities not affiliated with the City of Woodland. Pool reservation fees account for the facility and safety personnel onsite during the scheduled event.

Woodland Swim Team

Woodland Swim Team is a year round USA Club Team that has rented the Charles Brooks Community Swim Center for practices and meets since 1952. The Woodland Swim Team held regular practices during this quarter. Per council approval the "winter surcharge fees" of $10,000 that are collected November-February were waived for the Club (Measure J funds were used to offset this expense). Fees Collected: $5,730 ($1,910 monthly rental fee)

Private Facility Reservations

The pool is available for private reservations when not in use by City programs or user groups. Woodland and Pioneer High School swim teams utilize the pool for practices and meets after school from February through April, Monday through Friday.

Youth & Teen Recreation

A variety of youth and teen recreation programs are offered by the Department year-round; however, the majority of the programs are offered during the summer. In addition to the programs listed below, please refer to the Contract Classes section for other program offerings that are available for youth and teens.

Youth Recreation Program	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
After School Teen Pack (Measure J)	2,782	7,751	Free Program
Baby & Me (Measure J)	34	34	Free Program
Night Hoops (Measure J)	436	654	Free Program
Rec2Go (Measure J)	876	2,198	Free Program
Toddler Time	21	21	$270
Youth Basketball League	190	3,800	$20,172
Total	**4,339**	**14,458**	**$20,442**

Youth Scholarships for Summer Programs ("Camperships")

Camperships are available for income-qualified families of youth participants of Swim Lessons, Summertime Fun Club, Summer Teen Pack, and Lifeguard Training. "Camperships" are scholarships resulting in a fee reduction for the program (programs are not offered for free). Camperships are available on a first-come, first-served basis and are sponsored by Measure J. Woodland residents that meet the requirements for the school lunch program are generally eligible for camperships. The Woodland Kiwanis Club provided a generous a donation to the Woodland Community Services Department to provide camperships for youth swim lessons (100 scholarships were provided by Kiwanis and 100 by the City).

Contract Classes

The City contracts with outside (special interest) instructors to teach a variety of recreation and leisure classes for participants of all ages. With the exception of tennis and boxing, the City retains 30% of the fees collected for each class (in addition to non-resident fees). The City retains 10% of the fees collected for the tennis program. For boxing, the City retains all of the revenues and pays the two contractors a monthly stipend.

Contract Class	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)	Total Expense (3 months)	Net Revenue (3 months)
Boxing	245	2,109	$3,531	$7,200	($3,669)
Cello Tennis Academy	232	1,102	$6,430	$5,787	$643
Country Line Dance	19	76	$114	$80	$34
Dynamic Dancing	47	331	$2,671	$1,870	$801
Fall Prevention	20	88	$530	$371	$159
Karate	21	182	$550	$385	$165
Functional Fitness	115	235	$733	$513	$220
Pilates	16	128	$545	$382	$164
Stepping Out	17	160	$670	$469	$201
Yoga	45	180	$990	$693	$297
Total	**777**	**4,591**	**$16,764**	**$17,750**	**($985)**

Adult Sports

Adult sports offered through the City include drop-in sports as well as organized softball, basketball, and volleyball leagues. Drop-in basketball (open gym) numbers are not reported, however, participation for the other programs is listed below.

Open Gym participation	Participants	Participant Hours	Fees Collected
Volleyball	240	600	$703
Badminton	704	1,408	Free
Pickleball	499	998	Free
Total	**1,443**	**3,006**	**$703**

League participation	Teams	Participants	Participant Hours	Fees Collected
Basketball (league in progress)	26	260	2,080	$12,105
Flag Football (NEW)	4	52	416	$1,700
Softball (league in progress)	35	490	3,920	$14,920
Volleyball (league in progress)	7	42	336	$2,325
Total	**72**	**844**	**6,752**	**$31,050**

Seniors

Programs at the Woodland Senior Center include art classes; exercise classes; games; leisure programs and activities; education resources; support groups, and special events resulting in a total of 9,362 participant hours during the third quarter.

Programs

Programs	Total Sign-ins	Participant Hours	Fees Collected
Art Classes	403	711	$300
Exercise Classes	2,819	3,512	$575
Games	1,221	2,622	Free Program
General Programs	1,482	1,213	$4,014
Education Resources	127	294	Free Program
Support Groups	250	500	Free Program
Special Programs	190	190	Free Program
Total	**6,492**	**9,042**	**$4,889**

Events

Events	Date	Total Participants	Participant Hours
Hand & Foot Card Party	Mar. 23	80	320

Grants & Housing

In addition to implementing recreation and senior programs, the Community Services Department also implements the Community Development Block Grant Entitlement program, grants for non-profit organizations, and affordable housing programs. The highlights of these programs for the third quarter are provided below.

2018 Continuum of Care Competition (CoC)

The U.S. Department of Housing and Urban Development (HUD) in January awarded the City three renewal grants through the 2018 CoC Competition: (2015) Permanent Supportive Housing for Chronically Homeless 2018 ($152,936 award), Consolidated Permanent Supportive Housing for Chronically Homeless 2018 ($91,191 award), and Bonus Project (2016) for Chronically

Homeless 2018 ($24,761 award). The awarded grants will be used by the Yolo Wayfarer Center to provide permanent supportive housing for chronically homeless individuals and families. All of the individuals assisted by the grant will receive supportive services.

Community Development Block Grant (CDBG) Program

The City issued a notice of funding available for its Fiscal Year 2019/20 CDBG program in early February and held a workshop/public meeting later during the month for prospective applicants and to provide an opportunity for public comment on the City's CDBG program. Non-profits and one government agency submitted 16 funding applications: 5 for construction and 11 for public service activities. A review panel will meet in April to recommended activities for funding and recommend specific funding levels. A draft FY 2019/20 CDBG Action Plan will be prepared and circulated for public comment for a minimum of 30 days. Consideration of the action plan will occur during a public hearing held during a City Council meeting in June or July. At that time, the City Council will take final action on the action plan. Subsequently, the action plan will be submitted to HUD for review and approval. HUD has not released the City's CDBG funding amount for FY 2019/20; the current funding level is approximately $500,000.

Status of CDBG Construction Activities

Fiscal Year 2017

Empower Yolo Fencing/Gates/Handrails: The work has been delayed to spring 2019

Fiscal Year 2018

New Hope Community Development Corporation Cottonwood Meadows Rehabilitation: Construction was completed in November and resulted in the replacement of several staircases. Cottonwood Meadows provides affordable housing for senior citizens.

CommuniCare Health Centers Therapeutic Playground: Subrecipient agreements have been executed with CommuniCare for the project and CommuniCare/City staff are preparing to bid out the project so the work can be completed in Spring 2019.

Fiscal Year 2019

1. City of Woodland, ADA Accessibility Program: The design and bid documents are being finalized and the project will be bid out in April.
2. Yolo Community Care Continuum (YCCC), Safe Harbor Rehabilitation: YCCC has been confirming CDBG-eligible costs and working on the scope for bidding out the project.
3. Fourth & Hope, Emergency Shelter Rehabilitation: A scope change was approved by the City Council in February. As a result, FY19 and FY18 funding will be used to rehabilitate the restrooms, the laundry area, and the office area. In addition, equipment will be replaced in the laundry area and a caretaker's living space will be established.

Sacramento Valley Fair Housing Collaborative

The Sacramento Valley Fair Housing Collaborative which includes the City of Woodland is conducting a regional housing and economic opportunity study, Analysis of Impediments to Fair Housing Choice. As an entitlement recipient of Community Development Block Grant funds, the

City is required to conduct the study and update it on a regular basis. The study will assist the City in its mission to further fair housing in the community and improve the state of fair housing in the City. Recently, the consultant (Root Policy Research) assisting the collaborative with the study released two draft chapters of the study for review by the collaborative.

No Place Like Home Application

Yolo County submitted a No Place Like Home (NPLH) loan application to the State in January on behalf of applicant Friends of the Mission (FOM). FOM, Woodland Opportunity Village, Fourth & Hope, City of Woodland, and Yolo County have partnered to put together the NPLH application for development of 60 permanent supportive housing (PSH) units on City-owned land north of the City limits. The Woodland City Council in January approved a financial commitment of $900,000 for the PSH development. The NPLH partners have also submitted a funding application through the Federal Home Loan Bank Board’s Affordable Housing Program and are pursuing funding through private foundations in support of the PSH development. Community Services worked on this effort with the Community Development Department and the City Manager’s office.

Manufactured Home Fair Practices Commission

Woodland manufactured home parks Bell’s Trailer Village, Royal Palm Estates, and Idle Wheel Estates submitted 2019 annual permissive adjustment applications to the Manufactured Home Fair Practices Commission in February. The Commission will meet in the spring to consider the applications. Under the City’s manufactured home space rent control ordinance, manufactured home park owners may increase the space rents provided that minimum conditions are satisfied which includes passing an annual park inspection and submitting an annual registration of their park’s spaces to the Commission.

Participant Hours Calculation

The Community Services Department measures programs through “participant hours”. Participant hours are a calculation of total program hours multiplied by the total number of unique participants within a program. Total participant hours reports how much time participants spend within each program. The measurement breaks down to 1 person x 1 hour = 1 Participant Hour. It should be noted that a higher number of participant hours is not, by itself, a measurement of greater program success compared to the participant hours of another program. Participant Hours (PH) is calculated by:

Drop In Programs: 1 Class meeting (in hours) x Total sign-ins
Examples include Water Aerobics & Lap Swim, Badminton, and Night Hoops

Classes/Camps/Leagues: Total unique participants x total class time (in hours)
Examples include: Swim Lessons, Mad Science

Individual Entry: Each class meeting (in hours) x Total in attendance (adding each day)
Examples include: Teens Helping Seniors, Teen Pack

Event: Total Attendants x Average Time
Examples include: ReXpo, 4th of July

Participant hours and participants in this report are listed for the three-month reporting period; therefore, if 100 participants are listed, the 100 refers to the total participants for the three-month period and could double or triple count the same participants if they participated each month (i.e. drop in volleyball).

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: H.7.
SUBJECT: Approve Salary Schedule effective April 1, 2019

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the City of Woodland Salary Schedule effective April 1, 2019.

Staff Contact:
Sheila McShane, Human Resources Manager, (530) 661 5807, Sheila.mcshane@cityofwoodland.org

Fiscal Impact:
The action to approve the salary schedule has no direct fiscal impact.

Background:
The California Public Employees' Retirement System (CalPERS) now requires that the City Council adopt and approve the salary schedule on a quarterly basis, and this staff report serves to meet the CalPERS requirement for the quarter effective April 1, 2019.

Discussion:

CalPERS requires that the salary schedule be reviewed and updated by action of the City Council on a quarterly basis.

Conclusion:
Staff recommends that the City Council approve the City of Woodland Salary Schedule effective April 1, 2019.

Prepared By: Sheila McShane, Human Resources Manager

Paul Navazio
City Manager

Attachments:
1. 04-01-19 FTE and PT

CITY OF WOODLAND - SALARY SCHEDULE
Effective April 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY										
Accountant I *	116	MM	$4,738.51	$4,975.44	$5,224.21	$5,485.42	$5,759.69	$5,759.69		
Accountant II *	120	MM	$5,230.44	$5,491.96	$5,766.54	$6,054.87	$6,357.62	$6,357.62		
Administrative Clerk I	28	GS	$2,631.46	$2,763.03	$2,901.18	$3,046.25	$3,198.56	$3,358.48		
Administrative Clerk II	32	GS	$2,904.64	$3,049.87	$3,202.37	$3,362.49	$3,530.61	$3,707.14		
Administrative Clerk III	36	GS	$3,206.18	$3,366.49	$3,534.83	$3,711.57	$3,897.15	$4,092.01		
Administrative Secretary	42	GS	$3,718.19	$3,904.10	$4,099.30	$4,304.27	$4,519.48	$4,745.45		
Administrative Supervisor	47	GS	$4,206.79	$4,417.13	$4,637.99	$4,869.89	$5,113.38	$5,369.05		
Aquatics Coordinator	32	GS	$2,904.64	$3,049.87	$3,202.37	$3,362.49	$3,530.61	$3,707.14		
Aquatics Supervisor	48	GS	$4,311.96	$4,527.55	$4,753.94	$4,991.63	$5,241.21	$5,503.27		
Assistant Engineer *	125	MM	$5,917.75	$6,213.64	$6,524.32	$6,850.54	$7,193.06	$7,193.06		
Assistant Planner *	118	MM	$4,978.39	$5,227.32	$5,488.68	$5,763.12	$6,051.27	$6,051.27		
Associate Civil Engineer *	131	MM	$6,862.77	$7,205.91	$7,566.21	$7,944.52	$8,341.75	$8,341.75		
Associate Engineer *	127	MM	$6,217.34	$6,528.21	$6,854.61	$7,197.35	$7,557.22	$7,557.22		
Associate Planner *	124	MM	$5,773.42	$6,062.09	$6,365.19	$6,683.45	$7,017.63	$7,017.63		
Asst City Manager/Comm & Econ Dev Dir *	Contract		$12,463.47				$16,001.30			
Building Inspection Services Manager *	132	MM	$7,034.34	$7,386.07	$7,755.36	$8,143.13	$8,550.29	$8,550.29		
Building Inspector I	49	GS	$4,419.76	$4,640.74	$4,872.78	$5,116.43	$5,372.24	$5,640.85		
Building Inspector II	53	GS	$4,878.58	$5,122.52	$5,378.64	$5,647.57	$5,929.95	$6,226.45		
Chief Building Official *	140	MM	$8,570.67	$8,999.20	$9,449.16	$9,921.62	$10,417.70	$10,417.70		
Chief Collection Systems Operator *	132	MM	$7,034.34	$7,386.06	$7,755.36	$8,143.13	$8,550.30	$8,550.30		
Chief Plant Operator *	132	MM	$7,034.34	$7,386.06	$7,755.36	$8,143.13	$8,550.30	$8,550.30		
Chief Project Engineer *	145	MM	$9,696.93	$10,181.76	$10,690.87	$11,225.41	$11,786.67	$11,786.67		
Chief Water Systems Operator *	132	MM	$7,034.34	$7,386.07	$7,755.36	$8,143.13	$8,550.29	$8,550.29		
Children's Librarian II *	118	MM	$4,978.39	$5,227.31	$5,488.68	$5,763.13	$6,051.27	$6,051.27		
City Clerk *	Contract		$7,630.73				$10,598.24			
City Engineer *	145	MM	$9,696.93	$10,181.77	$10,690.87	$11,225.40	$11,786.67	$11,786.67		
City Manager *	Contract						$18,599.20			
Code Compliance Officer I	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Code Compliance Officer II	50	GS	$4,530.25	$4,756.76	$4,994.60	$5,244.33	$5,506.55	$5,781.87		
Community Development Director *	Contract		$9,529.20				$13,810.44			
Community Development Technician I	42	GS	$3,718.19	$3,904.10	$4,099.30	$4,304.27	$4,519.48	$4,745.45		
Community Development Technician II	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Community Services Director	Contract		$9,449.55				$12,095.70			
Community Services Officer *	Base	P	$3,769.29	$3,957.75	$4,155.63	$4,363.42	$4,581.60	$4,810.68		
Community Services Program Manager *	125	MM	$5,917.75	$6,213.64	$6,524.32	$6,850.54	$7,193.06	$7,193.06		
Conservation Coordinator	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Construction Project Manager *	129	MM	$6,532.09	$6,858.69	$7,201.62	$7,561.71	$7,939.80	$7,939.80		
Crime Prevention Specialist *	Base	P	$3,769.29	$3,957.75	$4,155.63	$4,363.42	$4,581.60	$4,810.68		
Deputy Director of Community Development *	Contract		$9,927.40				$12,727.43			
Deputy Fire Chief ****	Flat	FM	$9,965.13	$10,463.38	$10,986.56	$11,535.88	$12,211.24			
Economic Development Manager *	136	MM	$7,764.60	$8,152.83	$8,560.48	$8,988.50	$9,437.92	$9,437.92		
Electrical / Signs & Markings Supervisor	67	GS	$6,893.32	$7,237.98	$7,599.88	$7,979.88	$8,378.87	$8,797.81		
Electrician's Assistant	43	GS	$3,811.14	$4,001.70	$4,201.79	$4,411.88	$4,632.47	$4,864.10		
Engineering Aide I	33	GS	$2,977.26	$3,126.12	$3,282.43	$3,446.55	$3,618.87	$3,799.82		
Engineering Aide II	37	GS	$3,286.34	$3,450.66	$3,623.19	$3,804.35	$3,994.56	$4,194.29		
Engineering Assistant	56	GS	$5,253.71	$5,516.39	$5,792.21	$6,081.82	$6,385.91	$6,705.21		
Engineering Technician I	44	GS	$3,906.42	$4,101.75	$4,306.83	$4,522.18	$4,748.29	$4,985.70		
Engineering Technician II	48	GS	$4,311.96	$4,527.55	$4,753.94	$4,991.63	$5,241.21	$5,503.27		

CITY OF WOODLAND - SALARY SCHEDULE
Effective April 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Engineering Technician III	52	GS	$4,759.60	$4,997.57	$5,247.46	$5,509.83	$5,785.32	$6,074.59		
Environmental Compliance Inspector I	39	GS	$3,452.70	$3,625.34	$3,806.61	$3,996.94	$4,196.79	$4,406.63		
Environmental Compliance Inspector II	43	GS	$3,811.14	$4,001.70	$4,201.79	$4,411.88	$4,632.47	$4,864.10		
Environmental Compliance Specialist	49	GS	$4,419.76	$4,640.74	$4,872.78	$5,116.43	$5,372.24	$5,640.85		
Environmental Resources Analyst *	127	MM	$6,217.34	$6,528.21	$6,854.61	$7,197.35	$7,557.21	$7,557.21		
Environmental Sustainability Manger *	131	MM	$6,862.77	$7,205.91	$7,566.21	$7,944.52	$8,341.75	$8,341.75		
Equipment Service Clerk	32	GS	$2,904.64	$3,049.87	$3,202.37	$3,362.49	$3,530.61	$3,707.14		
Equipment Service Worker	34	GS	$3,051.70	$3,204.28	$3,364.48	$3,532.71	$3,709.35	$3,894.82		
Executive Assistant - Confidential		C	$4,212.36	$4,422.99	$4,644.14	$4,876.34	$5,120.16	$5,376.17		
Facility Maintenance Worker I	35	GS	$3,127.98	$3,284.39	$3,448.60	$3,621.03	$3,802.09	$3,992.19		
Facility Maintenance Worker II	41	GS	$3,627.50	$3,808.88	$3,999.32	$4,199.28	$4,409.25	$4,629.71		
Facility Maintenance Worker III	45	GS	$4,004.08	$4,204.29	$4,414.50	$4,635.23	$4,866.99	$5,110.34		
Finance Clerk I	32	GS	$2,904.64	$3,049.87	$3,202.37	$3,362.49	$3,530.61	$3,707.14		
Finance Clerk II	37	GS	$3,286.34	$3,450.66	$3,623.19	$3,804.35	$3,994.56	$4,194.29		
Finance Clerk III	41	GS	$3,627.50	$3,808.88	$3,999.32	$4,199.28	$4,409.25	$4,629.71		
Finance Director *	Contract		$9,562.32				$12,275.28			
Finance Officer *	141	MM	$8,784.94	$9,224.17	$9,685.39	$10,169.66	$10,678.15	$10,678.15		
Finance Specialist	41	GS	$3,627.50	$3,808.88	$3,999.32	$4,199.28	$4,409.25	$4,629.71		
Finance Supervisor	54	GS	$5,000.55	$5,250.58	$5,513.10	$5,788.77	$6,078.20	$6,382.11		
Fire Battalion Chief ****	Flat	FM	$8,735.85	$9,172.64	$9,631.27	$10,112.83	$10,618.47			
Fire Captain	Base	F	$7,046.71	$7,399.04	$7,768.99	$8,157.45	$8,565.31			
Fire Chief **	Contract		$11,305.55				$14,682.50			
Fire Engineer	Base	F	$6,115.77	$6,421.56	$6,742.65	$7,079.78	$7,433.76			
Fire Marshal	Flat	FM	$8,735.85	$9,172.64	$9,631.27	$10,112.83	$10,618.47			
Fire Prevention Specialist I	Base	F	$4,445.40	$4,667.87	$4,901.25	$5,146.32	$5,403.62			
Fire Prevention Specialist II	Base	F	$4,780.26	$5,019.29	$5,270.26	$5,533.76	$5,810.46			
Firefighter	Base	F	$5,388.78	$5,658.21	$5,941.12	$6,238.18	$6,550.08			
Firefighter Recruit	Base	F	$4,849.90							
Fleet & Facilities Manager *	131	MM	$6,862.77	$7,205.92	$7,566.21	$7,944.52	$8,341.76	$8,341.76		
GIS Analyst	62	GS	$6,092.69	$6,397.32	$6,717.19	$7,053.05	$7,405.70	$7,775.98		
GIS Technician I	49	GS	$4,419.76	$4,640.74	$4,872.78	$5,116.42	$5,372.24	$5,640.86		
GIS Technician II	53	GS	$4,878.58	$5,122.52	$5,378.64	$5,647.57	$5,929.95	$6,226.45		
Heavy Equipment Mechanic	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Human Resources Analyst I		C	$5,125.38	$5,381.65	$5,650.73	$5,933.27	$6,229.94			
Human Resources Analyst II		C	$5,798.90	$6,088.85	$6,393.29	$6,712.95	$7,048.60			
Human Resources Clerk		C	$3,235.73	$3,397.52	$3,567.40	$3,745.77	$3,933.06	$4,129.71		
Human Resources Manager		C	$8,188.82	$8,598.27	$9,028.17	$9,479.58	$9,953.57			
Human Resources Technician I		C	$3,846.26	$4,038.57	$4,240.49	$4,452.52	$4,675.14	$4,908.90		
Human Resources Technician II		C	$4,288.52	$4,502.95	$4,728.09	$4,964.50	$5,212.72	$5,473.36		
Industrial Electrical/Electronics Technician	58	GS	$5,519.67	$5,795.66	$6,085.44	$6,389.71	$6,709.20	$7,044.66		
Information Technology Analyst	60	GS	$5,799.10	$6,089.07	$6,393.52	$6,713.20	$7,048.85	$7,401.30		
Information Technology Manager *	138	MM	$8,157.68	$8,565.56	$8,993.85	$9,443.53	$9,915.72	$9,915.72		
Information Technology Technician I	48	GS	$4,311.96	$4,527.55	$4,753.94	$4,991.63	$5,241.21	$5,503.27		
Information Technology Technician II	52	GS	$4,759.60	$4,997.57	$5,247.46	$5,509.83	$5,785.32	$6,074.59		
Infrastructure O & M Superintendent *	132	MM	$7,034.34	$7,386.06	$7,755.36	$8,143.13	$8,550.30	$8,550.30		
Junior Engineer *	121	MM	$5,361.19	$5,629.25	$5,910.71	$6,206.24	$6,516.57	$6,516.57		
Junior Planner *	113	MM	$4,400.18	$4,620.18	$4,851.19	$5,093.75	$5,348.45	$5,348.45		
Laboratory & Environmental Compliance Mgr *	129	MM	$6,532.09	$6,858.69	$7,201.62	$7,561.71	$7,939.80	$7,939.80		
Laboratory Supervisor *	127	MM	$6,217.34	$6,528.20	$6,854.61	$7,197.35	$7,557.21	$7,557.21		

CITY OF WOODLAND - SALARY SCHEDULE
Effective April 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Laboratory Technician I	43	GS	$3,811.14	$4,001.70	$4,201.79	$4,411.88	$4,632.47	$4,864.10		
Laboratory Technician II	47	GS	$4,206.79	$4,417.13	$4,637.99	$4,869.89	$5,113.38	$5,369.05		
Librarian I *	114	MM	$4,510.19	$4,735.70	$4,972.48	$5,221.10	$5,482.15	$5,482.15		
Librarian II *	118	MM	$4,978.39	$5,227.31	$5,488.68	$5,763.13	$6,051.27	$6,051.27		
Librarian III *	122	MM	$5,495.22	$5,769.97	$6,058.49	$6,361.40	$6,679.48	$6,679.48		
Library Services Director *	Contract		$7,277.97				$9,343.03			
Library Technical Assistant I	29	GS	$2,697.25	$2,832.11	$2,973.72	$3,122.41	$3,278.53	$3,442.45		
Library Technical Assistant II	33	GS	$2,977.26	$3,126.12	$3,282.43	$3,446.55	$3,618.87	$3,799.82		
Library Technical Assistant III	37	GS	$3,286.34	$3,450.66	$3,623.19	$3,804.35	$3,994.56	$4,194.29		
Light Equipment Mechanic	41	GS	$3,627.50	$3,808.88	$3,999.32	$4,199.28	$4,409.25	$4,629.71		
Literacy Coordinator	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Maintenance Supervisor	53	GS	$4,878.58	$5,122.52	$5,378.64	$5,647.57	$5,929.95	$6,226.45		
Maintenance Worker I	35	GS	$3,127.98	$3,284.39	$3,448.60	$3,621.03	$3,802.09	$3,992.19		
Maintenance Worker II	40	GS	$3,539.03	$3,715.98	$3,901.77	$4,096.86	$4,301.71	$4,516.80		
Maintenance Worker III	44	GS	$3,906.42	$4,101.75	$4,306.83	$4,522.18	$4,748.29	$4,985.70		
Management Analyst I *	120	MM	$5,230.43	$5,491.95	$5,766.54	$6,054.87	$6,357.62	$6,357.62		
Management Analyst II *	125	MM	$5,917.74	$6,213.64	$6,524.32	$6,850.54	$7,193.06	$7,193.06		
Meter Services Technician	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Office Manager *	115	MM	$4,622.94	$4,854.08	$5,096.79	$5,351.62	$5,619.21	$5,619.21		
Operations and Maintenance Superintendent *	137	MM	$7,958.73	$8,356.66	$8,774.50	$9,213.22	$9,673.88	$9,673.88		
Park Maintenance Technician	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Park Maintenance Worker I	35	GS	$3,127.98	$3,284.39	$3,448.60	$3,621.03	$3,802.09	$3,992.19		
Park Maintenance Worker II	39	GS	$3,452.70	$3,625.34	$3,806.61	$3,996.94	$4,196.79	$4,406.63		
Park Maintenance Worker III	43	GS	$3,811.14	$4,001.70	$4,201.79	$4,411.88	$4,632.47	$4,864.10		
Park Planner *	132	MM	$7,034.34	$7,386.06	$7,755.36	$8,143.13	$8,550.30	$8,550.30		
Park Superintendent *	132	MM	$7,034.34	$7,386.06	$7,755.36	$8,143.13	$8,550.30	$8,550.30		
Park Supervisor	51	GS	$4,643.51	$4,875.69	$5,119.47	$5,375.45	$5,644.22	$5,926.43		
Planning Manager *	140	MM	$8,570.67	$8,999.20	$9,449.16	$9,921.62	$10,417.70	$10,417.70		
Police Captain **	Base	PM	$10,475.47	$10,999.26	$11,549.21	$12,126.69	$12,733.01	$13,369.67	$14,038.15	$14,740.06
Police Chief **	Contract		$13,358.70				$17,427.09			
Police Crime and Intelligence Analsyt*	Base	PS	$5,026.48	$5,277.82	$5,541.70	$5,818.78	$6,109.72			
Police Lieutenant **	Base	PM	$9,531.00	$10,007.55	$10,507.93	$11,033.33	$11,585.01	$12,164.26	$12,772.47	$13,411.10
Police Officer **	Base	P	$5,726.40	$6,012.72	$6,313.36	$6,629.03	$6,960.48	$7,308.50	$7,673.94	
Police Officer Recruit (Non safety)	Base		$5,153.76							
Police Records Manager *	120	MM	$5,230.43	$5,491.95	$5,766.54	$6,054.87	$6,357.62	$6,357.62		
Police Records Specialist *	Base	P	$3,345.58	$3,512.84	$3,688.49	$3,872.91	$4,066.57			
Police Records Supervisor	Base	PS	$4,600.16	$4,830.16	$5,071.67	$5,325.29	$5,591.56			
Police Sergeant **	Base	PS	$6,890.46	$7,234.98	$7,596.73	$7,976.57	$8,375.40	$8,794.17	$9,233.88	$9,695.58
Pool Facility Technician	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Principal Civil Engineer *	141	MM	$8,784.94	$9,224.17	$9,685.39	$10,169.66	$10,678.15	$10,678.15		
Principal Planner *	136	MM	$7,764.60	$8,152.83	$8,560.48	$8,988.50	$9,437.92	$9,437.92		
Principal Utilities Civil Engineer*	141	MM	$8,784.94	$9,224.17	$9,685.39	$10,169.66	$10,678.15	$10,678.15		
Public Works Director *	Contract		$10,740.71				$13,982.76			
Purchasing Manager *	123	MM	$5,632.60	$5,914.23	$6,209.94	$6,520.44	$6,846.46	$6,846.46		
Recreation Coordinator	36	GS	$3,206.18	$3,366.49	$3,534.83	$3,711.57	$3,897.15	$4,092.01		
Recreation Superintendent *	131	MM	$6,862.77	$7,205.91	$7,566.21	$7,944.52	$8,341.75	$8,341.75		
Recreation Supervisor	50	GS	$4,530.25	$4,756.76	$4,994.60	$5,244.33	$5,506.55	$5,781.87		
Redevelopment & Housing Analyst I *	120	MM	$5,230.44	$5,491.96	$5,766.54	$6,054.87	$6,357.62	$6,357.62		
Redevelopment & Housing Analyst II *	124	MM	$5,773.42	$6,062.09	$6,365.19	$6,683.45	$7,017.63	$7,017.63		

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Redevelopment Manager *	136	MM	$7,764.60	$8,152.83	$8,560.48	$8,988.50	$9,437.92	$9,437.92		
Secretary to City Manager		C	$4,320.37	$4,536.40	$4,763.22	$5,001.38	$5,251.45	$5,514.02		
Senior Accountant *	125	MM	$5,917.75	$6,213.64	$6,524.32	$6,850.54	$7,193.06	$7,193.06		
Senior Application Analyst *	132	MM	$7,034.34	$7,386.06	$7,755.36	$8,143.13	$8,550.30	$8,550.30		
Senior Associate Civil Engineer *	134	MM	$7,390.47	$7,759.99	$8,147.99	$8,555.38	$8,983.16	$8,983.16		
Senior Building Inspector	57	GS	$5,385.05	$5,654.30	$5,937.02	$6,233.86	$6,545.56	$6,872.83		
Senior Building Plans Examiner	58	GS	$5,519.67	$5,795.66	$6,085.44	$6,389.71	$6,709.20	$7,044.66		
Senior Center Manager *	120	MM	$5,230.44	$5,491.96	$5,766.54	$6,054.87	$6,357.62	$6,357.62		
Senior Civil Engineer *	138	MM	$8,157.68	$8,565.56	$8,993.85	$9,443.53	$9,915.72	$9,915.72		
Senior Construction Project Manager *	131	MM	$6,862.77	$7,205.91	$7,566.21	$7,944.52	$8,341.75	$8,341.75		
Senior Engineering Assistant	58	GS	$5,519.67	$5,795.66	$6,085.44	$6,389.71	$6,709.20	$7,044.66		
Senior Equipment Mechanic	50	GS	$4,530.25	$4,756.76	$4,994.60	$5,244.33	$5,506.55	$5,781.87		
Senior Human Resources Analyst		C	$6,668.74	$7,002.17	$7,352.28	$7,719.89	$8,105.89			
Senior Maintenance Worker	45	GS	$4,004.08	$4,204.29	$4,414.50	$4,635.23	$4,866.99	$5,110.34		
Senior Management Analyst *	131	MM	$6,862.77	$7,205.91	$7,566.21	$7,944.52	$8,341.75	$8,341.75		
Senior Planner *	132	MM	$7,034.34	$7,386.07	$7,755.35	$8,143.13	$8,550.29	$8,550.29		
Senior Police Records Specialist *	Base	P	$3,680.13	$3,864.13	$4,057.34	$4,260.23	$4,473.25			
Senior Signs and Markings Tech	45	GS	$4,004.08	$4,204.29	$4,414.50	$4,635.23	$4,866.99	$5,110.34		
Senior Systems Analyst *	132	MM	$7,034.34	$7,386.06	$7,755.36	$8,143.13	$8,550.30	$8,550.30		
Senior Tree Trimmer	45	GS	$4,004.08	$4,204.29	$4,414.50	$4,635.23	$4,866.99	$5,110.34		
Senior Utilities Maintenance Worker (Sewer)	54	GS	$5,000.55	$5,250.58	$5,513.10	$5,788.77	$6,078.20	$6,382.11		
Senior Utilities Maintenance Worker (Water)	54	GS	$5,000.55	$5,250.58	$5,513.10	$5,788.77	$6,078.20	$6,382.11		
Senior Water System Operator	50	GS	$4,530.25	$4,756.76	$4,994.60	$5,244.33	$5,506.55	$5,781.87		
Signs and Markings Tech I	39	GS	$3,452.70	$3,625.34	$3,806.61	$3,996.94	$4,196.79	$4,406.63		
Signs and Markings Tech II	43	GS	$3,811.14	$4,001.70	$4,201.79	$4,411.88	$4,632.47	$4,864.10		
Social Services Manager *	132	MM	$7,034.34	$7,386.07	$7,755.35	$8,143.13	$8,550.29	$8,550.29		
Sports Manager *	125	MM	$5,917.75	$6,213.64	$6,524.32	$6,850.54	$7,193.06	$7,193.06		
Stock Clerk	32	GS	$2,904.64	$3,049.87	$3,202.37	$3,362.49	$3,530.61	$3,707.14		
Storekeeper	35	GS	$3,127.98	$3,284.39	$3,448.60	$3,621.03	$3,802.09	$3,992.19		
Traffic Signal / Street Lighting Technician	56	GS	$5,253.71	$5,516.39	$5,792.21	$6,081.82	$6,385.91	$6,705.21		
Transportation Engineer *	134	MM	$7,390.47	$7,759.99	$8,147.99	$8,555.38	$8,983.16	$8,983.16		
Treatment Plant Mechanic	54	GS	$5,000.55	$5,250.58	$5,513.10	$5,788.77	$6,078.20	$6,382.11		
Tree Trimmer I	39	GS	$3,452.70	$3,625.34	$3,806.61	$3,996.94	$4,196.79	$4,406.63		
Tree Trimmer II	43	GS	$3,811.14	$4,001.70	$4,201.79	$4,411.88	$4,632.47	$4,864.10		
Underground Utility Service Locator	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Utilities Maintenance Supervisor	53	GS	$4,878.58	$5,122.52	$5,378.64	$5,647.57	$5,929.95	$6,226.45		
Utilities Maintenance Worker I	37	GS	$3,286.34	$3,450.66	$3,623.19	$3,804.35	$3,994.56	$4,194.29		
Utilities Maintenance Worker II	42	GS	$3,718.19	$3,904.10	$4,099.30	$4,304.27	$4,519.48	$4,745.45		
Utilities Maintenance Worker III (Sewer)	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Utilities Maintenance Worker III (Water)	46	GS	$4,104.18	$4,309.39	$4,524.87	$4,751.11	$4,988.66	$5,238.09		
Utilities Maintenance Worker IV (Sewer)	50	GS	$4,530.25	$4,756.76	$4,994.60	$5,244.33	$5,506.55	$5,781.87		
Utilities Maintenance Worker IV (Water)	50	GS	$4,530.25	$4,756.76	$4,994.60	$5,244.33	$5,506.55	$5,781.87		
Wastewater Systems Administrator *	141	MM	$8,784.94	$9,224.17	$9,685.39	$10,169.66	$10,678.15	$10,678.15		
Water / Wastewater Instrumental Technician	62	GS	$6,092.69	$6,397.32	$6,717.19	$7,053.05	$7,405.70	$7,775.98		
Water Pollution Control Facility Superintendent *	141	MM	$8,784.94	$9,224.17	$9,685.39	$10,169.66	$10,678.15	$10,678.15		
Water Pollution Control O-I-T	40	GS	$3,539.03	$3,715.98	$3,901.77	$4,096.86	$4,301.71	$4,516.80		
Water Pollution Control Operator I	51	GS	$4,643.51	$4,875.69	$5,119.47	$5,375.45	$5,644.22	$5,926.43		
Water Pollution Control Operator II	55	GS	$5,125.56	$5,381.84	$5,650.94	$5,933.48	$6,230.15	$6,541.66		
Water Pollution Control Operator III	59	GS	$5,657.67	$5,940.54	$6,237.57	$6,549.45	$6,876.93	$7,220.78		

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Water Pollution Control Operator IV	63	GS	$6,245.00	$6,557.25	$6,885.11	$7,229.36	$7,590.83	$7,970.37		
Water Systems Administrator *	141	MM	$8,784.94	$9,224.17	$9,685.39	$10,169.66	$10,678.15	$10,678.15		
Water Systems Operator I	40	GS	$3,539.03	$3,715.98	$3,901.77	$4,096.86	$4,301.71	$4,516.80		
Water Systems Operator II	45	GS	$4,004.08	$4,204.29	$4,414.50	$4,635.23	$4,866.99	$5,110.34		

* Employee pays PERS Misc. Member Contribution of 8%
** Employee pays PERS Safety Member Contribution of 9%
*** If Temporary Employee is hired into a regular classified position paying the PERS Member Share,
that Employee's salary is 8% less for Misc. or 9% less for Safety.
**** Per MOU effective January 1, 2014, Step E is added at 2.5% above the current Step D
Effective July 1, 2018 for MMPA Members Step F is equal to Step E

TEMPORARY PART-TIME EMPLOYEES - HOURLY WAGES

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Accountant I *	116	MM	$25.15	$26.41	$27.73	$29.12	$30.57	$30.57		
Accountant II *	120	MM	$27.76	$29.15	$30.61	$32.14	$33.74	$33.74		
Administrative Clerk I	28	GS	$15.18	$15.94	$16.74	$17.57	$18.45	$19.38		
Administrative Clerk II	32	GS	$16.76	$17.60	$18.48	$19.40	$20.37	$21.39		
Administrative Clerk III	36	GS	$18.50	$19.42	$20.39	$21.41	$22.48	$23.61		
Administrative Secretary	42	GS	$21.45	$22.52	$23.65	$24.83	$26.07	$27.38		
Administrative Supervisor	47	GS	$24.27	$25.48	$26.76	$28.10	$29.50	$30.98		
Aquatics Coordinator	32	GS	$16.76	$17.60	$18.48	$19.40	$20.37	$21.39		
Aquatics Supervisor	48	GS	$24.88	$26.12	$27.43	$28.80	$30.24	$31.75		
Assistant Engineer *	125	MM	$31.41	$32.98	$34.63	$36.36	$38.18	$38.18		
Assistant Planner *	118	MM	$26.42	$27.75	$29.13	$30.59	$32.12	$32.12		
Associate Civil Engineer *	131	MM	$36.43	$38.25	$40.16	$42.17	$44.28	$44.28		
Associate Engineer *	127	MM	$33.00	$34.65	$36.38	$38.20	$40.11	$40.11		
Associate Planner *	124	MM	$30.64	$32.18	$33.79	$35.47	$37.25	$37.25		
Asst City Manager/Comm & Econ Dev Dir *	Contract		$66.15				$84.93			
Building Inspection Services Manager *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Building Inspector I	49	GS	$25.50	$26.77	$28.11	$29.52	$30.99	$32.54		
Building Inspector II	53	GS	$28.15	$29.55	$31.03	$32.58	$34.21	$35.92		
Chief Building Official *	140	MM	$45.49	$47.77	$50.15	$52.66	$55.30	$55.30		
Chief Collection Systems Operator *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Chief Plant Operator *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Chief Project Engineer *	145	MM	$51.47	$54.04	$56.74	$59.58	$62.56	$62.56		
Chief Water Systems Operator *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Child Librarian II *	118	MM	$26.42	$27.75	$29.13	$30.59	$32.12	$32.12		
City Clerk *	Contract		$40.50				$56.25			
City Engineer *	145	MM	$51.47	$54.04	$56.74	$59.58	$62.56	$62.56		
City Manager *	Contract						$98.72			
Code Compliance Officer I	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		
Code Compliance Officer II	50	GS	$26.14	$27.44	$28.82	$30.26	$31.77	$33.36		
Community Development Director *	Contract		$50.58				$73.30			
Community Development Technician I	42	GS	$21.45	$22.52	$23.65	$24.83	$26.07	$27.38		
Community Development Technician II	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		
Community Services Director	Contract		$50.16				$64.20			
Community Services Officer *	Base	P	$20.01	$21.01	$22.06	$23.16	$24.32	$25.53		

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Community Services Program Manager *	125	MM	$31.41	$32.98	$34.63	$36.36	$38.18	$38.18		
Conservation Coordinator	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		
Construction Project Manager *	129	MM	$34.67	$36.40	$38.22	$40.14	$42.14	$42.14		
Crime Prevention Specialist *	Base	P	$20.01	$21.01	$22.06	$23.16	$24.32	$25.53		
Deputy Director of Community Development *	Contract		$52.69				$67.55			
Deputy Fire Chief ****	Flat	FM	$57.49	$60.37	$63.39	$66.55	$70.45			
Economic Development Manager *	136	MM	$41.21	$43.27	$45.44	$47.71	$50.09	$50.09		
Electrical / Signs & Markings Supervisor	67	GS	$39.77	$41.76	$43.85	$46.04	$48.34	$50.76		
Electrician's Assistant	43	GS	$21.99	$23.09	$24.24	$25.45	$26.73	$28.06		
Engineering Aide I	33	GS	$17.18	$18.04	$18.94	$19.88	$20.88	$21.92		
Engineering Aide II	37	GS	$18.96	$19.91	$20.90	$21.95	$23.05	$24.20		
Engineering Assistant	56	GS	$30.31	$31.83	$33.42	$35.09	$36.84	$38.68		
Engineering Technician I	44	GS	$22.54	$23.66	$24.85	$26.09	$27.39	$28.76		
Engineering Technician II	48	GS	$24.88	$26.12	$27.43	$28.80	$30.24	$31.75		
Engineering Technician III	52	GS	$27.46	$28.83	$30.27	$31.79	$33.38	$35.05		
Environmental Compliance Inspector I	39	GS	$19.92	$20.92	$21.96	$23.06	$24.21	$25.42		
Environmental Compliance Inspector II	43	GS	$21.99	$23.09	$24.24	$25.45	$26.73	$28.06		
Environmental Compliance Specialist	49	GS	$25.50	$26.77	$28.11	$29.52	$30.99	$32.54		
Environmental Resources Analyst *	127	MM	$33.00	$34.65	$36.38	$38.20	$40.11	$40.11		
Environmental Sustainability Manger *	131	MM	$36.43	$38.25	$40.16	$42.17	$44.28	$44.28		
Equipment Service Clerk	32	GS	$16.76	$17.60	$18.48	$19.40	$20.37	$21.39		
Equipment Service Worker	34	GS	$17.61	$18.49	$19.41	$20.38	$21.40	$22.47		
Executive Assistant - Confidential		C	$24.30	$25.52	$26.79	$28.13	$29.54	$31.02		
Facility Maintenance Worker I	35	GS	$18.05	$18.95	$19.90	$20.89	$21.94	$23.03		
Facility Maintenance Worker II	41	GS	$20.93	$21.97	$23.07	$24.23	$25.44	$26.71		
Facility Maintenance Worker III	45	GS	$23.10	$24.26	$25.47	$26.74	$28.08	$29.48		
Finance Clerk I	32	GS	$16.76	$17.60	$18.48	$19.40	$20.37	$21.39		
Finance Clerk II	37	GS	$18.96	$19.91	$20.90	$21.95	$23.05	$24.20		
Finance Clerk III	41	GS	$20.93	$21.97	$23.07	$24.23	$25.44	$26.71		
Finance Director *	Contract		$50.75				$65.15			
Finance Officer *	141	MM	$46.63	$48.96	$51.41	$53.98	$56.68	$56.68		
Finance Specialist	41	GS	$20.93	$21.97	$23.07	$24.23	$25.44	$26.71		
Finance Supervisor	54	GS	$28.85	$30.29	$31.81	$33.40	$35.07	$36.82		
Fire Battalion Chief ****	Flat	FM	$50.40	$52.92	$55.57	$58.34	$61.26			
Fire Captain	Base	F	$40.65	$42.69	$44.82	$47.06	$49.42			
Fire Chief **	Contract		$59.36				$77.08			
Fire Engineer	Base	F	$35.28	$37.05	$38.90	$40.85	$42.89			
Fire Marshal	Flat	FM	$50.40	$52.92	$55.57	$58.34	$61.26			
Fire Prevention Specialist I	Base	F	$25.65	$26.93	$28.28	$29.69	$31.18			
Fire Prevention Specialist II	Base	F	$27.58	$28.96	$30.41	$31.93	$33.52			
Firefighter	Base	F	$31.09	$32.64	$34.28	$35.99	$37.79			
Firefighter Recruit	Base	F	$27.98							
Fleet & Facilities Manager *	131	MM	$36.43	$38.25	$40.16	$42.17	$44.28	$44.28		
GIS Analyst	62	GS	$35.15	$36.91	$38.75	$40.69	$42.73	$44.86		
GIS Technician I	49	GS	$25.50	$26.77	$28.11	$29.52	$30.99	$32.54		
GIS Technician II	53	GS	$28.15	$29.55	$31.03	$32.58	$34.21	$35.92		
Heavy Equipment Mechanic	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		
Human Resources Analyst I		C	$29.57	$31.05	$32.60	$34.23	$35.94			
Human Resources Analyst II		C	$33.46	$35.13	$36.89	$38.73	$40.67			

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Human Resources Clerk		C	$18.67	$19.60	$20.58	$21.61	$22.69	$23.83		
Human Resources Manager		C	$47.24	$49.61	$52.09	$54.69	$57.43			
Human Resources Technician I		C	$22.19	$23.30	$24.46	$25.69	$26.97	$28.32		
Human Resources Technician II		C	$24.74	$25.98	$27.28	$28.64	$30.07	$31.58		
Industrial Electrical/Electronics Technician	58	GS	$31.84	$33.44	$35.11	$36.86	$38.71	$40.64		
Information Technology Analyst	60	GS	$33.46	$35.13	$36.89	$38.73	$40.67	$42.70		
Information Technology Manager *	138	MM	$43.30	$45.46	$47.74	$50.12	$52.63	$52.63		
Information Technology Technician I	48	GS	$24.88	$26.12	$27.43	$28.80	$30.24	$31.75		
Information Technology Technician II	52	GS	$27.46	$28.83	$30.27	$31.79	$33.38	$35.05		
Infrastructure O & M Superintendent *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Junior Engineer *	121	MM	$28.46	$29.88	$31.37	$32.94	$34.59	$34.59		
Junior Planner *	113	MM	$23.36	$24.52	$25.75	$27.04	$28.39	$28.39		
Laboratory & Environmental Compliance Mgr *	129	MM	$34.67	$36.40	$38.22	$40.14	$42.14	$42.14		
Laboratory Supervisor *	127	MM	$33.00	$34.65	$36.38	$38.20	$40.11	$40.11		
Laboratory Technician I	43	GS	$21.99	$23.09	$24.24	$25.45	$26.73	$28.06		
Laboratory Technician II	47	GS	$24.27	$25.48	$26.76	$28.10	$29.50	$30.98		
Librarian I *	114	MM	$23.94	$25.14	$26.39	$27.71	$29.10	$29.10		
Librarian II *	118	MM	$26.42	$27.75	$29.13	$30.59	$32.12	$32.12		
Librarian III *	122	MM	$29.17	$30.63	$32.16	$33.77	$35.45	$35.45		
Library Services Director *	Contract		$38.63				$49.59			
Library Technical Assistant I	29	GS	$15.56	$16.34	$17.16	$18.01	$18.91	$19.86		
Library Technical Assistant II	33	GS	$17.18	$18.04	$18.94	$19.88	$20.88	$21.92		
Library Technical Assistant III	37	GS	$18.96	$19.91	$20.90	$21.95	$23.05	$24.20		
Light Equipment Mechanic	41	GS	$20.93	$21.97	$23.07	$24.23	$25.44	$26.71		
Literacy Coordinator	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22	$20.56	
Maintenance Supervisor	53	GS	$28.15	$29.55	$31.03	$32.58	$34.21	$35.92		
Maintenance Worker I	35	GS	$18.05	$18.95	$19.90	$20.89	$21.94	$23.03		
Maintenance Worker II	40	GS	$20.42	$21.44	$22.51	$23.64	$24.82	$26.06		
Maintenance Worker III	44	GS	$22.54	$23.66	$24.85	$26.09	$27.39	$28.76		
Management Analyst I *	120	MM	$27.76	$29.15	$30.61	$32.14	$33.74	$33.74		
Management Analyst II *	125	MM	$31.41	$32.98	$34.63	$36.36	$38.18	$38.18		
Meter Services Technician	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		
Office Manager *	115	MM	$24.54	$25.76	$27.05	$28.41	$29.83	$29.83		
Operations and Maintenance Superintendent *	137	MM	$42.24	$44.36	$46.57	$48.90	$51.35	$51.35		
Park Maintenance Technician	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		
Park Maintenance Worker I	35	GS	$18.05	$18.95	$19.90	$20.89	$21.94	$23.03		
Park Maintenance Worker II	39	GS	$19.92	$20.92	$21.96	$23.06	$24.21	$25.42		
Park Maintenance Worker III	43	GS	$21.99	$23.09	$24.24	$25.45	$26.73	$28.06		
Park Planner *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Park Superintendent *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Park Supervisor	51	GS	$26.79	$28.13	$29.54	$31.01	$32.56	$34.19		
Planning Manager *	140	MM	$45.49	$47.77	$50.15	$52.66	$55.30	$55.30		
Police Captain **	Base	PM	$55.00	$57.75	$60.63	$63.67	$66.85	$70.19	$73.70	$77.39
Police Chief **	Contract		$77.07				$100.54			
Police Crime and Intelligence Analsyt *	Base	PS	$26.68	$28.01	$29.41	$30.88	$32.43			
Police Lieutenant **	Base	PM	$50.04	$52.54	$55.17	$57.93	$60.82	$63.86	$67.06	$70.41
Police Officer **	Base	P	$30.06	$31.57	$33.15	$34.80	$36.54	$38.37	$40.29	
Police Officer Recruit (Non-safety)	Base		$27.06							
Police Records Manager *	120	MM	$27.76	$29.15	$30.61	$32.14	$33.74	$33.74		

CITY OF WOODLAND - SALARY SCHEDULE
Effective April 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Police Records Specialist *	Base	P	$17.76	$18.65	$19.58	$20.56	$21.58			
Police Records Supervisor *	Base	PS	$24.42	$25.64	$26.92	$28.27	$29.68			
Police Sergeant **	Base	PS	$36.18	$37.98	$39.88	$41.88	$43.97	$46.17	$48.48	$50.90
Pool Facility Technician	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		
Principal Civil Engineer *	141	MM	$46.63	$48.96	$51.41	$53.98	$56.68	$56.68		
Principal Planner *	136	MM	$41.21	$43.27	$45.44	$47.71	$50.09	$50.09		
Principal Utilities Civil Engineer *	141	MM	$46.63	$48.96	$51.41	$53.98	$56.68	$56.68		
Public Works Director *	Contract		$57.01				$74.22			
Purchasing Manager *	123	MM	$29.90	$31.39	$32.96	$34.61	$36.34	$36.34		
Recreation Coordinator	36	GS	$18.50	$19.42	$20.39	$21.41	$22.48	$23.61		
Recreation Superintendent *	131	MM	$36.43	$38.25	$40.16	$42.17	$44.28	$44.28		
Recreation Supervisor	50	GS	$26.14	$27.44	$28.82	$30.26	$31.77	$33.36		
Redevelopment & Housing Analyst I *	120	MM	$27.76	$29.15	$30.61	$32.14	$33.74	$33.74		
Redevelopment & Housing Analyst II *	124	MM	$30.64	$32.18	$33.79	$35.47	$37.25	$37.25		
Redevelopment Manager *	136	MM	$41.21	$43.27	$45.44	$47.71	$50.09	$50.09		
Secretary to City Manager		C	$24.93	$26.17	$27.48	$28.85	$30.30	$31.81		
Senior Accountant *	125	MM	$31.41	$32.98	$34.63	$36.36	$38.18	$38.18		
Senior Application Analyst *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Senior Associate Civil Engineer *	134	MM	$39.23	$41.19	$43.25	$45.41	$47.68	$47.68		
Senior Building Inspector	57	GS	$31.07	$32.62	$34.25	$35.97	$37.76	$39.65		
Senior Building Plans Examiner	58	GS	$31.84	$33.44	$35.11	$36.86	$38.71	$40.64		
Senior Center Manager *	120	MM	$27.76	$29.15	$30.61	$32.14	$33.74	$33.74		
Senior Civil Engineer *	138	MM	$43.30	$45.46	$47.74	$50.12	$52.63	$52.63		
Senior Construction Project Manager *	131	MM	$36.43	$38.25	$40.16	$42.17	$44.28	$44.28		
Senior Engineering Assistant	58	GS	$31.84	$33.44	$35.11	$36.86	$38.71	$40.64		
Senior Equipment Mechanic	50	GS	$26.14	$27.44	$28.82	$30.26	$31.77	$33.36		
Senior Human Resources Analyst		C	$38.47	$40.40	$42.42	$44.54	$46.77			
Senior Maintenance Worker	45	GS	$23.10	$24.26	$25.47	$26.74	$28.08	$29.48		
Senior Management Analyst *	131	MM	$36.43	$38.25	$40.16	$42.17	$44.28	$44.28		
Senior Planner *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Senior Police Records Specialist *	Base	P	$19.53	$20.51	$21.54	$22.61	$23.74			
Senior Signs and Markings Tech	45	GS	$23.10	$24.26	$25.47	$26.74	$28.08	$29.48		
Senior Systems Analyst *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Senior Tree Trimmer	45	GS	$23.10	$24.26	$25.47	$26.74	$28.08	$29.48		
Senior Utilities Maintenance Worker (Sewer)	54	GS	$28.85	$30.29	$31.81	$33.40	$35.07	$36.82		
Senior Utilities Maintenance Worker (Water)	54	GS	$28.85	$30.29	$31.81	$33.40	$35.07	$36.82		
Senior Water System Operator	50	GS	$26.14	$27.44	$28.82	$30.26	$31.77	$33.36		
Signs and Markings Tech I	39	GS	$19.92	$20.92	$21.96	$23.06	$24.21	$25.42		
Signs and Markings Tech II	43	GS	$21.99	$23.09	$24.24	$25.45	$26.73	$28.06		
Social Services Manager *	132	MM	$37.34	$39.20	$41.16	$43.22	$45.38	$45.38		
Sports Manager *	125	MM	$31.41	$32.98	$34.63	$36.36	$38.18	$38.18		
Stock Clerk	32	GS	$16.76	$17.60	$18.48	$19.40	$20.37	$21.39		
Storekeeper	35	GS	$18.05	$18.95	$19.90	$20.89	$21.94	$23.03		
Traffic Signal / Street Lighting Technician	56	GS	$30.31	$31.83	$33.42	$35.09	$36.84	$38.68		
Transportation Engineer *	134	MM	$39.23	$41.19	$43.25	$45.41	$47.68	$47.68		
Treatment Plant Mechanic	54	GS	$28.85	$30.29	$31.81	$33.40	$35.07	$36.82		
Tree Trimmer I	39	GS	$19.92	$20.92	$21.96	$23.06	$24.21	$25.42		
Tree Trimmer II	43	GS	$21.99	$23.09	$24.24	$25.45	$26.73	$28.06		
Underground Utility Service Locator	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		

CITY OF WOODLAND - SALARY SCHEDULE
Effective April 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Utilities Maintenance Supervisor	53	GS	$28.15	$29.55	$31.03	$32.58	$34.21	$35.92		
Utilities Maintenance Worker I	37	GS	$18.96	$19.91	$20.90	$21.95	$23.05	$24.20		
Utilities Maintenance Worker II	42	GS	$21.45	$22.52	$23.65	$24.83	$26.07	$27.38		
Utilities Maintenance Worker III (Sewer)	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		
Utilities Maintenance Worker III (Water)	46	GS	$23.68	$24.86	$26.11	$27.41	$28.78	$30.22		
Utilities Maintenance Worker IV (Sewer)	50	GS	$26.14	$27.44	$28.82	$30.26	$31.77	$33.36		
Utilities Maintenance Worker IV (Water)	50	GS	$26.14	$27.44	$28.82	$30.26	$31.77	$33.36		
Wastewater Systems Administrator *	141	MM	$46.63	$48.96	$51.41	$53.98	$56.68	$56.68		
Water / Wastewater Instrumental Technician	62	GS	$35.15	$36.91	$38.75	$40.69	$42.73	$44.86		
Water Pollution Control Facility Superintendent *	141	MM	$46.63	$48.96	$51.41	$53.98	$56.68	$56.68		
Water Pollution Control O-I-T	40	GS	$20.42	$21.44	$22.51	$23.64	$24.82	$26.06		
Water Pollution Control Operator I	51	GS	$26.79	$28.13	$29.54	$31.01	$32.56	$34.19		
Water Pollution Control Operator II	55	GS	$29.57	$31.05	$32.60	$34.23	$35.94	$37.74		
Water Pollution Control Operator III	59	GS	$32.64	$34.27	$35.99	$37.79	$39.68	$41.66		
Water Pollution Control Operator IV	63	GS	$36.03	$37.83	$39.72	$41.71	$43.79	$45.98		
Water Systems Administrator *	141	MM	$46.63	$48.96	$51.41	$53.98	$56.68	$56.68		
Water Systems Operator I	40	GS	$20.42	$21.44	$22.51	$23.64	$24.82	$26.06		
Water Systems Operator II	45	GS	$23.10	$24.26	$25.47	$26.74	$28.08	$29.48		

TEMPORARY PART-TIME EMPLOYEES - HOURLY WAGES

			A STEP	B STEP	C STEP	D STEP	E STEP			
Activity Leader I			$12.00	$12.25	$12.50	$12.75	$13.00			
Activity Leader II			$12.75	$13.00	$13.25	$13.50	$13.75			
Activity Manager			$13.25	$13.50	$13.75	$14.00	$14.25			
Cashier			$12.00	$12.25	$12.50	$12.75	$13.00			
Counselor			$12.00	$12.25	$12.50	$12.75	$13.00			
Intern			$13.00	$13.50	$14.00	$14.50	$15.00			
Library Page			$12.00	$12.25	$12.50	$12.75	$13.00			
Lifeguard / Aide			$13.25	$13.50	$13.75	$14.00	$14.25			
Lifeguard / Instructor			$13.75	$14.00	$14.25	$14.50	$14.75			
Pool Manager			$15.00	$15.25	$15.50	$15.75	$16.00			
Recreation Facility Aide			$14.75	$15.00	$15.25	$15.50	$15.75			
Special Program Coordinator			$14.50	$14.75	$15.00	$15.25	$15.50			
Swim Instructor Aide			$12.00	$12.25	$12.50	$12.75	$13.00			

Approved by City Council April 16 , 2019

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: H.8.
SUBJECT: Letter of Support for AB 906 (Cooley) Statewide Economic Development Plan

Recommendation for Action: Staff recommends that the City Council approve the letter of support for AB 906 (Cooley) Statewide Economic Development Plan

Staff Contact:
Paul Navazio, City Manager, (530) 661-5800, paul.navazio@cityofwoodland.org

Background:
AB 906 (Cooley) seeks to encourage the State of California to enhance its competitiveness in attracting and retaining businesses. Specifically, AB 906 calls for a critical third-party peer review of the state's competitiveness and brings together a diverse advisory group of local, regional, and industry experts to work with GO-Biz in developing a statewide plan. A statewide strategy that sets strategic goals, examines and measures existing programs, sets industry recommendations and considers economic development at the regional level is critical to our shared success moving forward.

California is a global leader across industries and policies, but there are serious economic challenges facing our state. California is regularly ranked as the least business friendly state, has the 4th highest income inequality among states , and almost 20% of Californians live in poverty. Implementing a statewide strategic economic development plan will create an environment where all communities in California can engage in a cohesive conversation with the state about creating an inclusive, equitable economy with growth opportunities across regions. AB 906 harnesses a proven approach to regional economic development. Other states have used similar models to increase their competitiveness, and it's time that California adopts a comprehensive strategy through a statewide economic development plan. Woodland is invested in the future of our region and state.

AB 906 is similar to AB 2596 which was passed by the Legislature last year, only to be vetoed by the Governor. The City provided a support letter for AB 2596, and we continue to support this effort in the current legislative session.

Conclusion:
Staff recommends that the City Council approve submitting a support for AB 906 - Statewide Economic Development Plan.

Prepared By: Paul Navazio, City Manager

Paul Navazio
City Manager

Attachments:

1. Support Letter - AB 906 (Cooley)
2. 2019_AB906

City of Woodland

XÓCHITL RODRIGUEZ, MAYOR 300 FIRST STREET WOODLAND, CALIFORNIA 95695 (530) 661-5800
FAX: (530) 661-5813

April 16, 2019

The Honorable Sabrina Cervantes, Chair
Committee on Jobs, Economic Development, and the Economy
California State Assembly
Legislative Office Building
1020 N Street, Room 359
Sacramento, CA 95814

Re: Support of AB 906 (Cooley) California Economic Development Strategic Plan

Dear Chair Cervantes:

On behalf of the City of Woodland, I am writing in support of AB 906, authored by Assemblymember Ken Cooley. This bill requires the development of a statewide economic development plan that will help build a market-based, inclusive economy in California.

California is a global leader across industries and policies, but there are serious economic challenges facing our state. California is regularly ranked as the least business friendly state, has the 4th highest income inequality among states[1], and **almost 20% of Californians live in poverty**[2]. Implementing a statewide strategic economic development plan will create an environment where all communities in California can engage in a cohesive conversation with the state about creating an inclusive, equitable economy with growth opportunities across regions.

The City of Woodland supports AB 906 because this effort will increase California's competitiveness and help regions across the state. AB 906 calls for a critical third-party peer review of the state's competitiveness and brings together a diverse advisory group of local, regional, and industry experts to work with GO-Biz in developing a statewide strategy. A statewide strategy that sets strategic goals, examines and measures existing programs, sets industry recommendations and considers economic development at the regional level is critical to our shared success moving forward.

AB 906 harnesses a proven approach to regional economic development. Other states have used similar models to increase their competitiveness, and it's time that California adopts a comprehensive strategy through a statewide economic development plan. As a local jurisdiction

[1] https://www.cnbc.com/2018/03/12/us-states-with-the-highest-levels-of-income-inequality.html

[2] https://www.sacbee.com/news/local/health-and-medicine/article218270905.html

invested in the future of our region and state, the City of Woodland respectfully request your approval of AB 906.

Sincerely,

Xóchitl Rodriguez
Mayor

cc: Assemblymember Ken Cooley
Vice Chair Travis Allen
Assemblymember Marc Berman
Assemblymember Sabrina Cervantes
Assemblymember Jim Patterson
Assemblymember Freddie Rodriguez
Woodland City Council

ASSEMBLY BILL No. 906

**Introduced by Assembly Members Cooley, Cervantes, and Kiley
(Coauthors: Assembly Members Dahle, Gallagher, and Petrie-Norris)**

February 20, 2019

An act to add Section 12096.35 to the Government Code, relating to economic development.

legislative counsel's digest

AB 906, as introduced, Cooley. California Economic Development Strategic Action Plan.

The Economic Revitalization Act establishes the Governor's Office of Business and Economic Development, also known as GO-Biz, to serve as the Governor's lead entity for economic strategy and the marketing of California on issues relating to business development, private sector investment, and economic growth. The office, among others, makes recommendations to the Governor and the Legislature regarding policies, programs, and actions to advance statewide economic goals.

This bill would require the economic development activities of this state to be guided by the policies, priorities, and actions identified in the California Economic Development Strategic Action Plan, which would, among other things, set a comprehensive agenda and framework for the purpose of increasing the state's overall national and international competitiveness, to support regional economic priorities, and lead the state toward inclusive economic growth. This bill would require GO-Biz to develop the action plan with public input and a stakeholder advisory group, and to post the first action plan on its Internet Web site on or before January 10, 2021. The bill would require, by July 1, 2020, GO-Biz to commission an economic status report before the development of the action plan that would include, among other things, an evaluation of the strengths and weaknesses of the California economy. This bill would require the action plan to be reviewed biennially and revised every 5 years in accordance with certain requirements.

Existing law creates the California Economic Development Fund in the State Treasury for the purpose of receiving federal, state, local, and private economic development funds, which, upon appropriation by the Legislature, may be expended by GO-Biz to provide matching funds for loans or grants to public and private entities and for other economic development purposes.

The bill would authorize GO-Biz to accept nonstate moneys for the purposes of commissioning and updating the economic status report and developing and revising the action plan. The bill would require the deposit of any amounts received by GO-Biz into the Economic Action Plan Account, which this bill would establish in the California Economic Development Fund. This bill would make those amounts available to the office for those purposes upon appropriation by the Legislature.

Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: no.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares all of the following:

(a) California's regional economies compete in an increasingly connected and complex global market driven by changes in technologies, demographics, and geopolitics.

(b) Public policy plays multiple and critical roles in creating the conditions that attract private capital investment, while encouraging equitable and sustainable economic growth.

(c) Scores of state, regional, and local programs strive to develop skilled workers, to attract and grow employers, and to support small businesses and entrepreneurs. Billions of dollars are spent each year on infrastructure to support development, transportation, and trade. Dozens of programs promote industries and encourage commerce.

(d) Yet California lacks an assessment of its competitiveness agenda and a coherent strategy that explicitly links state and regional priorities with goals and metrics, investments, and programs.

(e) An integrated economic strategy is essential to the success of existing and future programs and investments addressing the following:

(1) Growing inequality and the erosion of upward mobility in California that call for state policy to be intensely focused on increasing economic opportunity and security for all Californians.

(2) Global disruptions that are challenging California's economic leadership in advanced manufacturing, agriculture, technology, health and life sciences, future mobility, and many other sectors.

(3) California's commitment to reduce greenhouse gas emissions, to restore ecosystems, and to improve environmental health.

(4) A significant generational shift as baby boomers leave the marketplace and fewer, and more diverse, working age individuals take their place.

(f) To reconcile and align these ambitious and essential goals, California needs a "triple-bottom-line" strategy that simultaneously advances an inclusive economy through equity, prosperity, and sustainability while responding to market forces. California's triple-bottom-line prosperity strategy should be predicated on partnerships among state and local governments, and among public, private, and civic organizations, through which projects can integrate legal authorities, financial resources, and organizational expertise.

(g) The development and review of an action plan is to be designed in a manner that helps the state identify economic development challenges and addresses the shifting economic landscape, changing demographics, and unique strengths of California's industries, businesses, workers, and entrepreneurs.

SEC. 2. Section 12096.35 is added to the Government Code, to read:

12096.35. (a) The economic development activities of this state shall be guided by the policies, priorities, and actions identified in the California Economic Development Strategic Action Plan. The action plan shall be developed by the office with public input and a stakeholder advisory group pursuant to this section. The action plan shall do all of the following:

(1) Set a comprehensive agenda and framework for the purpose of increasing the state's overall national and international competitiveness, to support regional economic priorities, and lead the state toward inclusive economic growth.

(2) Be based on an economic status report, as required in subdivision (c).

(3) Contain a list of recommended goals, priorities, and actions that would advance the purposes of the action plan, as provided in this subdivision. At minimum, the recommendations shall include, but not be limited to, a list of legislative, regulatory, and administrative initiatives to address key issues, seize opportunities, and ease impediments.

(4) Identify potential funding options for covering the cost of implementing the recommendations.

(5) Be developed through a public engagement process pursuant to subdivision (e).

(6) Be used to guide the development and recommended actions of related state functional plans and strategies of state agencies, boards, and commissions.

(b) (1) The office shall initiate the preparation of an action plan through the convention of interested stakeholders and the publication of the economic status report, as required by subdivision (c).

(2) The office shall first convene interested stakeholder groups and publish the economic status report no later than July 1, 2020. The office shall update the economic status report at least every five years following the initial publication date, and may periodically updated the report whenever the office deems necessary.

(c) At least six months before the development and update of the action plan, the office shall commission an economic status report that includes, but is not limited to, all of the following:

(1) An evaluation of the strengths and weaknesses of the California economy and the state's prospects for future economic prosperity, benchmarked against 10 or more competitor states and regions in the world.

(2) An evaluation of the effectiveness of California's economic development programs and tools in creating and retaining jobs,

supporting entrepreneurship, attracting and developing advanced industries, and promoting inclusive growth.

(3) An evaluation of each region's national and international competitiveness, including major proposals, policies, and goals, and of the effectiveness of state programs supporting regional needs.

(4) An identification and evaluation of governmental and nongovernmental impediments to economic and business development, including startups, small businesses, and microbusinesses.

(5) An identification and an analysis of economic opportunities for underserved and high-risk populations and geographic areas.

(6) An evaluation of the adequacy of federal, state, and local infrastructure to meet current and future business needs, including goods and passenger movement and information networks. This evaluation shall include an analysis of current relevant funding models.

(7) An evaluation of opportunities to leverage federal resources for state priorities.

(8) An evaluation of tactics for attracting private capital to the state and investment in state priority areas.

(9) Identification of state workforce preparation and delivery systems, including workforce training programs, apprenticeships, and incumbent worker training.

(10) Identification of federal, state, and regional public agencies, departments, boards, and commissions that have economic and business development-related responsibilities.

(11) Recommendations on goals, priorities, and actions that would advance the purposes of the action plan, as provided in this section, including legislative, regulatory, and administrative initiatives to address key issues, seize opportunities, and ease impediments. The report shall also include potential funding options for covering the cost of implementing the recommendations.

(d) (1) The office may undertake additional studies to assist in the development, biennial review, and update of the action plan.

(2) In fulfilling the requirements of this section, the office may utilize portions of previous studies that satisfy the requirements of this section to the extent feasible, current, and topically relevant.

(e) Upon completion of the economic status report required in subdivision (c), the office shall do the following:

(1) Post the economic status report on the office's Internet Web site and open a public engagement period to obtain feedback on the assessments and recommendations in the report.

(2) Engage with and encourage stakeholders to provide feedback on the assessments and recommendations during the public comment period.

(3) Convene a stakeholder advisory group to assist with reviewing the report, evaluating the stakeholder comments, and developing the action plan. The stakeholder advisory group may include representatives from businesses, labor unions, organizations representing the interests of diverse ethnic and gender groups, local government leaders, academic economists and business professors, chambers of commerce and other business organizations, economic development organizations, economic development groups focusing on regional economies, government agencies, and key industries. In convening the stakeholder advisory group, the office shall consider effectiveness when determining the membership and size of the group.

(f) In reviewing and evaluating the economic status report required in subdivision (c) and any comments submitted pursuant to paragraphs (1) and (2) of subdivision (e), the stakeholder advisory group shall consider how this information relates to supporting the following:

(1) Upward mobility, including enhanced economic opportunities, workforce development, wage and income growth, job creation, and poverty reduction.

(2) Local and regional economic development efforts.

(3) Supporting the state competitiveness relative to other states and nations.

(4) Innovation and advanced technologies and industries.

(g) The action plan shall include the following:

(1) A statement of statewide economic development goals, with the development of a service model to support regionally created economic goals.

(2) A prioritized list of short-term and long-term issues that the action plan is designed to address.

(3) Identification of statewide and regionally dominant and emerging industry sectors.

(4) Legislative, regulatory, and administrative initiatives to address key issues, seize opportunities, and ease impediments.

(5) Identification of key state government and nonstate public and private partners.

(6) An outline of funding options for key features of the action plan.

(7) An evaluation process and metrics that will be used to assess, track, and report on the implementation and success of the action plan.

(h) The office, prior to action plan approval, shall seek the advice of the Legislature.

(i) (1) Based on comments submitted pursuant to paragraphs (1) and (2) of subdivision (e), the stakeholder advisory group pursuant to subdivision (f), and the Legislature pursuant to subdivision (h), the office shall consider modifications to goals, policies, and actions recommended in the action plan.

(2) The office shall post the approved action plan on its Internet Web site and submit a letter providing notice of its public availability to the Legislature in the manner required pursuant to Section 9795.

(3) The office shall post the first action plan, and the Legislature shall receive the notice required by paragraph (2), no later than January 10, 2021. The office shall revise the action plan every five years following the initial publication in accordance with the reviews described in subdivision (k), and shall post the revised action plan, and submit a notice to the Legislature as required in paragraph (2), every five years following the initial publication date.

(j) Within 120 days of submitting notice of the posting of the action plan, the office shall publish a list of performance indicators that will be used to evaluate and track the implementation of the action plan. The list shall include specific benchmarks, metrics, and timelines for each recommendation that is under the control or direct influence of the state. In meeting the requirements of this subdivision, the office shall engage relevant stakeholders for the inclusion of benchmarks and timelines for the industry-driven recommendations.

(k) (1) The action plan shall be reviewed through a public process facilitated by the office at least every two years following its publication on the office's Internet Web site.

(2) The biennial review shall evaluate the action plan compared to relevant factors, including, but not limited to, significant shifts in state or regional economic environments, available funding models, the removal of impediments, and new implementation options for identified priorities and goals.

(3) The biennial review shall include each of the following:

(i) A progress report on its implementation.

(ii) Identification of the next steps toward implementation of the action plan or proposed revisions to the action plan, as appropriate.

(4) The office shall notify the Legislature, consistent with Section 9795, each time the action plan is reviewed pursuant to this subdivision.

(*l*) (1) The commission and update of the economic status report and the development and revision of the action plan may be funded in whole or in part by nonstate funds.

(2) The office may accept nonstate moneys, including, but not limited to, federal and private sector funds, for the purposes of commissioning the economic status report and developing the action plan. A donor shall not donate more than 25 percent of funding for the action plan. Any amounts received by the office shall be deposited in the Economic Action Plan Account, which is hereby created in the California Economic Development Fund. Any amounts in the account, upon appropriation by the Legislature, shall be available for the office to effectuate its purposes as set forth in this section.

(3) For each donation that it receives pursuant to this subdivision, the office shall post a report on its Internet Web site within 30 days of receiving that donation containing all of the following information:

(A) The name and address of the donor.

(B) The amount of the donation.

(C) The date the donation was made.

(m) As used in this section, "California Economic Development Strategic Action Plan" or "action plan" means the California Economic Development Strategic Action Plan established pursuant to this section.

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TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	April 16, 2019
ITEM #:	I.9.
SUBJECT:	Adoption of Resolution Approving Modified Major Projects Financing Plan (MPFP) Fees pursuant to the Major Projects Financing Plan Fee Program Nexus Study Update and Adoption of Urgency Resolution Approving Interim MPFP Fees for a Period of 30 Days and Directing Staff to Schedule a Public Hearing for A 30 Day Extension

Recommendation for Action: Staff recommends that the City Council (1) Adopt Resolution No. _____, Making Findings and Approving the 2019 Major Projects Financing Plan Fee Program Nexus Study Update and the Modified Development Impact Fees, Also Referred to Major Project Financing Plan (MPFP) Fees; and (2) Adopt Resolution No. _____, an Urgency Resolution Approving Interim Development Impact Fees Based on the City of Woodland 2019 Major Projects Financing Plan Fee Program Nexus Study Update and Directing the Setting of a Public Hearing Within 30 days for an Extension of the Interim Fees.

Staff Contact:
Brent Meyer, City Engineer, (530) 661-5947, brent.meyer@cityofwoodland.org

Fiscal Impact:
The City's Major Projects Financing Plan and related Development Impact Fees ensure that new development pays its fair share for new infrastructure. The MPFP fees are one-time fees from new construction, collected from builders at building permit issuance. Currently, the City collects revenue from development impact fees totaling roughly $4.0 - $5.0 million per year, depending on the pace and type of building permits issued in any given year.

The proposed update to the City's Major Project Financing Plan identifies a total of $231 million in capital improvement projects, with an estimated $175 million (or 75%) expected to be funded within the planning horizon of the 2035 General Plan. Of this amount, new development is projected to fund $75.8 million (or 45%), with the balance to be funded from other sources, including available discretionary General Fund appropriations. The proposed fees being established through the MPFP update are expected to generate a total of $103.8 million through 2035. This includes $75.8 million of new projects, and $25.4 million toward debt service ($15.7 million) and fund balances ($9.7 million) for projects previously funded in anticipation of future development.

Based on both the development assumptions and capital project cost estimates included in the updated MPFP, the City anticipates collecting an average of $4.0 - $6.0 million in fee revenue per year through 2035. The fee program however provides for annual inflationary adjustments as well as for periodic updates to the development and cost projections. Actual revenues will vary from year to year, again, based on the amount and type of development for which annual building permits are issued.

As set forth in the Major Projects Financing Plan Fee Program Nexus Study Update ("MPFP Study"), some impact fees will increase, and others will decrease. The MFPP Study includes information about various assumptions made concerning both small housing units as well as non-residential uses. As a result, adoption of the proposed fees would result in a decrease to the MPFP Fees for infill and higher density residential projects, which should improve the feasibility of infill and higher density residential projects. The 2035 General Plan identified infill and higher density residential projects as desired development goals to revitalize the older parts of the community and accommodate an increased percentage of future growth. Absent changes to the MPFP Fees to reflect the reduced impacts on certain city infrastructure and facilities, the planned infill and higher density housing development will not materialize, leaving the City's capital infrastructure program, and needed infrastructure, underfunded. Several infill projects are prepared to proceed pending approval of the updated fees. Adopting the fees by urgency will allow these projects to proceed and deliver much needed housing diversity to the community.

City Council Goals 2019-2020

Strengthen Downtown

- Continue efforts to enhance flexibility with regard to Code interpretations and fee structures for renovations of older downtown structures.

Economic Development/Job Creation

- Ensure Woodland's development fees and processes are

Infrastructure

- Ensure that the City's physical infrastructure is planned, funded and maintained to provide for current and future community needs, in support of commercial, recreational and environmental requirements and standards, while managing the overall cost consistent with available resources.

Background:

The City has the authority to adopt development impact fees pursuant to the Mitigation Fee Act (Government Code section 66000 *et seq*.), also referred to as AB 1600. In order to adopt or increase fees pursuant to the Mitigation Fee Act, the City must demonstrate the nexus between the projected new development and the needed infrastructure and public facilities that the MPFP Fees will fund. In addition, the City must do the following five things: (1) identify the purpose of the fee; (2) identify how the fee will be used; (3) show how a reasonable relationship exists between the use of the fee and the type of development project on which the fee will be imposed; (4) demonstrate how a reasonable relationship exists between the need for the public facility and the type of development project on which the fee will be imposed; and (5) establish that a reasonable relationship exists between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee will be imposed.

The City established the MPFP Fee Program in the 1990s to fund infrastructure and other public facilities that serve development in the City. Since establishing the MPFP Fee Program, the City Council has adopted periodic updates as facilities, land uses, and fee calculation methodologies have changed. The City Council last adopted a nexus study update in 2008, but annual updates have adjusted the MPFP Fees to reflect inflationary adjustments.

In December of 2008, in an attempt to stimulate development activity that had all but ceased during the recession, the City Council approved an overall MPFP fee reduction of $6,948 (a fee reduction of $9,146 in 2019 dollars) per single-family building permit. As the City was recovering from the economic downturn, the City recognized that the development impact fees needed to be updated in order to adequately fund the projects in the fee program and to be consistent with projected growth assumptions of the recently adopted 2035

General Plan.

Consistent with the Mitigation Fee Act, Goals 4.B.1 and 4.B.3 of the City of Woodland 2035 General Plan (adopted by the City Council on May 16, 2017) require that any new development pay its fair share of the cost of providing needed public facilities and infrastructure improvements. In the spring of 2017, City staff initiated the work to update the development impact fee program (also known as the MPFP). The main goals of this fee update are as follows:
-Restore fees to a sustainable funding level given the significant fee reduction in 2008

-Update the list of projects consistent with the updated General Plan, account for completed projects, and add projects that are consistent with City Council actions and goals established over the past decade

-Within the guidelines of a nexus based fee study, accomplish General Plan goals of encouraging infill development and diversification of housing

Discussion:

2019 Major Projects Financing Plan Fee Program Nexus Study Update

The 2019 MPFP Study, prepared by Economic & Planning Systems, Inc. ("EPS"), is a comprehensive update to the MPFP Fee Program, which makes changes in the following six areas: (1) development estimates based on the 2035 General Plan and staff assumptions about growth; (2) land use categories, including a modification to the residential land use categories; (3) density assumptions, including the persons per household assumption; (4) facilities requirements and costs; (5) cost allocation factors by land use; and (6) fee estimation methodology, which now entails directly allocating remaining capital improvement program costs that can be proportionately attributed to remaining City development rather than using a cash flow methodology.

Included within the MPFP Study are fees for roads, wastewater facilities, general City, fire, police, library, parks, and fee administration. City staff proposes eliminating the water fee from the MPFP Fee Program and updating the Water Capacity Fee (which will also be considered by the City Council on April 16, 2019). Storm drainage fees have been excluded from the MPFP Study because the City needs to prepare a new storm drainage fee master plan to properly evaluate and identify infrastructure needs.

The MPFP Study evaluates a number of improvements and infrastructure to be constructed within the City, based on the City's 2018 updated MPFP Capital Improvement Plan. The specific facilities evaluated in the MPFP study include: (1) numerous specified road improvements; (2) the expansion and improvement of the existing wastewater treatment plant and related studies; (3) general City facilities, including the expansion of existing City buildings and technology upgrades and the preparation of planning studies; (4) the construction of two new fire stations; (5) construction of a new police communications facility and animal shelter and the acquisition of new police vehicles and equipment; and (6) the expansion of the library and its collection (see Table 11 of the Study). The MPFP Study does not update the costs of parks because the City needs to first update its Parks Master Plan. Rather, the MPFP Study instead retains the single-family Parks Fee at the existing level and recalculates the Parks Fees for all other residential land uses pursuant to the new multifamily categories and changed assumptions regarding persons per household (explained further below) and dwelling unit equivalent factors. More detail is provided in Tables 30 and 32 of the MPFP Study. The change to the cost allocation methodology results in lower Parks fees for all land uses other than single-family residences. For all improvements, as set forth in Table 10 of the MPFP Study, the MPFP Study takes into account the improvement cost, the debt service, and the fund balances. For each specific project or improvement included in the MPFP Study, the City estimated the percentage of the total cost through 2035 attributable to new development.

One of the most important updates to the MPFP Fee Program is the proposed expansion of residential land use categories to more accurately reflect the types and locations of smaller dwelling units. The 2035 General Plan goals include providing for more infill and higher-density housing. However, the existing MPFP Fees set the multifamily rate at approximately 80% of the single-family MPFP Fee, making it cost-prohibitive for builders to construct the desired housing type.

In response to the 2035 General Plan goals, staff worked diligently to develop a nexus based fee model that did not unduly burden infill development and higher density housing. To this end, the proposed Fee Program establishes a new fee structure with adjustments based on both the size and location of new residential units. Specifically, the proposed MPFP includes a small multifamily category for units smaller than 700 square feet, regardless of geographic location within the City. Rather than paying approximately 80% of the single-family MPFP Fee, builders of small units will pay approximately 45% of the single-family MPFP Fee. City staff believes this adjustment more accurately reflects the impacts the smaller units will have and is a more accurate representation of the size differential between a small unit and the average single family home in the City.

Additionally, the proposed MPFP Fee includes the geographical categories of infill, corridor, and downtown. The term "infill" generally refers to property that is surrounded on all four sides by existing development, but a more specific definition will be developed by staff and later presented to the City Council in the form of MPFP administrative guidelines. The area denoted as "Downtown" includes properties that are inside the City's Downtown Specific Plan. The area denoted as "Corridor" includes properties that are on the Main Street and East Street corridors.

The following table shows the current and proposed MPFP residential land uses:

Current	**Proposed**
Single-Family	Single-Family
Downtown Single-Family	Infill Single-Family
High Density Single-Family	Multifamily
Age Restricted Single-Family	Small Multifamily
Multifamily	Infill Multifamily
Age Restricted Multifamily	Small Infill Multifamily
	Corridor Multifamily
	Small Corridor Multifamily
	Downtown Multifamily
	Small Downtown Multifamily

EPS assumed a formula of six units per acre for single-family residences and 20 units per acre for multifamily residences. EPS also assumed a three person household for single-family residences. For multifamily residences, EPS assumed 2.25 persons per household. The existing MPFP Fees assume 2.5 persons per household in multifamily residences. EPS provided the City with a comparison table, which is included as an attachment to this report and recommended 2.25 persons per household instead as the City's current 2.5 person per household is the highest in the surveyed region. EPS also recommend assuming 2.15 persons per household for infill multifamily residences as well as multifamily residences in the corridor and downtown areas based on the assumption that these units will be slightly smaller than multifamily units in other parts of the City. For small multifamily residences (700 square feet or less), EPS assumes 1.5 persons per household as these residences will typically be a studio or small one bedroom unit.

The MPFP Study includes the person per household methodology for all proposed MPFP Fees except for the road fee, which is based on anticipated estimated road trips (see Table 18 of the MPFP Study). The proposed fees will result in lower fees for corridor and downtown multifamily residences than other residential land uses based on their location. Infill, Corridor, and Downtown properties are closer to services within the urban area, resulting in fewer and shorter trips. Additionally, properties within these areas have greater access to alternative modes of transportation.

Additionally, the MPFP Study adjusts the square foot per employee factors for all nonresidential uses (retail, service, office, and industrial) and the floor to area ratio factor for all nonresidential uses except Industrial. EPS made these changes based on its review of assumptions used by other jurisdictions in the region and the type of expected development. Industrial development changed the most as the City anticipates that such development will include more intensive use, resulting in fewer square feet per employee.

As a result of the comprehensive review of the anticipated development types and the infrastructure and projects that will result from the development, some of the proposed impact fees will increase while others will decrease. For example, a single-family residence will see increases in the roads, fire, and library fees while seeing a decrease in the wastewater, general city, and police fees. Overall, though, the proposed MPFP Fee for a single-family residence outside of Spring Lake will increase from the current $25,583 per residence (as of January 1, 2019) to $27,845. Spring Lake builders of single-family residences will see an increase similar to that of non-Spring Lake residential builders but a difference from the existing $22,015 to a new MPFP Fee of $24,277. *See* Table 2 of the MPFP Study:

		Single-Family Fee (per dwelling unit)			
Fee Category [1]	**Pct.**	Current *effective 1/1/19*	Proposed	Difference	Pct. Difference
Fees Excluding Parks and Recreation					
Roads		$ 6,319	$ 8,411	$ 2,092	33%
Wastewater		$ 6,856	$ 6,383	($ 473)	(7%)
General City		$ 948	$ 853	($ 95)	(10%)
Fire		$ 1,461	$ 2,889	$ 1,428	98%
Police		$ 1,250	$ 697	($ 553)	(44%)
Library		$ 58	$ 533	$ 475	819%
Water [2]		$ 629	$ 0	($ 629)	(100%)
Subtotal		**$ 17,521**	**$ 19,766**	**$ 2,245**	**13%**
Spring Lake					
Fees Excluding Parks and Recreation		$ 17,521	$ 19,766	$ 2,245	13%
Parks and Recreation		$ 4,330	$ 4,330	$ 0	0%
Spring Lake Subtotal		**$ 21,851**	**$ 24,096**	**$ 2,245**	10%
Fee Administration	0.75%	$ 164	$ 181	$ 17	10%
Spring Lake Total		**$ 22,015**	**$ 24,277**	**$ 2,262**	**10%**
Other Development					
Fees Excluding Parks and Recreation		$ 17,521	$ 19,766	$ 2,245	13%
Parks and Recreation		$ 7,872	$ 7,872	$ 0	0%
Other Development Subtotal		**$ 25,393**	**$ 27,638**	**$ 2,245**	9%
Fee Administration	0.75%	$ 190	$ 207	$ 17	9%
Other Development Total		**$ 25,583**	**$ 27,845**	**$ 2,262**	**9%**

fee comp

[1] Excludes Surface Water and Drainage fees.
[2] The water fee is being removed from the MPFP Fee Program and updated to a water capacity fee in combination with the surface water fee.

The proposed Retail MPFP Fee will increase by 12 percent (from $14.20 per building square foot to $15.89 per building square foot, as specified in Table 3 of the MPFP Study), but the proposed Office MPFP fee will decrease by 10 percent (from $11.59 per building square foot to $10.44 per building square foot, as specified in Table 4 of the MPFP Study). A more complete comparison of the existing and proposed MPFP fees is shown as an attachment to this report.

Finally, as noted above, the water MPFP Fee has been removed as a component of the MPFP Fee. As the City has transitioned to the Surface Water Project, it has a more accurate idea of the costs associated with providing water to the City. The existing Surface Water Capacity Fee, which was established prior to the provision of surface water, is also proposed to be updated and renamed to simply be the Water Capacity Fee. The proposed Water Capacity Fee for a 1 inch meter will be $4,734 if the City Council approves the proposed fee, which is also scheduled for City Council consideration on April 16, 2019.

	Existing	Proposed (MPFP only)	Proposed (MPFP and Water Capacity)
Single Family (Spring Lake)	$ 25,313	$ 27,575	$ 29,011
100 unit multi family site	$ 2,142,194	$ 1,557,744	$ 1,580,724
40,000 sq ft office	$ 526,069	$ 479,909	$ 489,099
500,000 sq ft industrial	$ 5,709,040	$ 6,413,010	$ 6,431,964

Footnotes:
- This includes all MPFP costs and Surface Water/Water Capacity fees
- Multi family includes: Corridor rate, 75 multi-family, 25 small multi-family, 5 aces, 3" and 4" meters
- Office includes: Gateway 1 area, 2 acres, 2-2" meters
- Industrial includes: 29 acres, northeast area, 2" and 4" meters

Outreach to Local Development Community
Staff has conducted a significant amount of outreach to the development community in the last few months to inform them of the proposed MPFP update and provide them the opportunity to ask questions and offer ideas. Staff held several meetings with the development community in February and March including the Spring Lake builders and local infill developers. Additionally, staff met with the Building Industry Association (BIA) on March 12 and made a presentation on March 20 to the Woodland Chamber of Commerce Public Policy Committee.

The local development community acknowledged the significant change to the fee structure in support of new infill and higher density housing. They encouraged the City to work with the School District and County to explore similar adjustments which will help make these financially challenged infill projects more feasible. The BIA expressed concern that the fee was unfairly burdening new single family housing development, particularly in the Spring Lake Area. City staff understand and appreciates the comments made by the development community and will continue to work with our development partners and other local jurisdictions.

That being said, the City developed the proposed fees based on a nexus based approach that distributes costs of new infrastructure equitably across all development types. City staff finds that the proposed fees strike a balance in providing a lower fee for multi-family development while not unduly burdening single family development. Furthermore, staff compared the proposed fees to other nearby communities and found that the fees are competitive with what other neighboring jurisdictions are charging.

Proposed Resolution

Pursuant to Government Code Section 66001, before the City Council may adopt or impose fees as a condition of development it must make certain findings describing the purpose and use of the fee, the relationship between the use of the fee and type of development on which the fee is imposed, the relationship between the need for the facility and type of development, and the relationship between the amount of the fee and cost of the facility or portion of the facility attributed to development on which the fee is imposed. The attached Resolution sets forth these findings, which are based on the Major Projects Financing Plan Fee Program Nexus Study Update April 2019 and establishes the amount of the fees (see Table 1 of the EPS report). The attached Resolution also adopts the MPFP Study and the MPFP Fees discussed above. The MPFP Fees would be paid by developers of residential and non-residential properties located within the City at the time of building permit issuance.

The proposed Resolution also authorizes the City to increase the fees annually, beginning January 1, 2020, in accordance with the Engineering News Record Construction Cost Index. Pursuant to the Mitigation Fee Act, the proposed Resolution and the fees adopted by the proposed resolution would not go into effect for 60 days (June 15, 2019).

Proposed Urgency Resolution

City staff anticipates that developers will be applying for building permits within the next thirty days. For this reason, it is necessary to authorize and implement an interim development impact fee program to protect the public health, safety, and welfare by ensuring that all developers operating within the City mitigate the impacts of new development. This will also avoid creating an unreasonable and substantial burden on the City's General Fund. Furthermore, multiple infill development projects that would provide much needed housing diversity are prepared to advance pending adoption of a fee structure that eliminates the disincentive of the current MPFP Fees to building higher density, small housing.

Under Government Code section 66017, the City Council may adopt an urgency measure by a four-fifths vote as an interim authorization for a fee or charge, or increase in a fee or charge, to protect the public health, welfare and safety. Upon adoption, the proposed urgency resolution will take effect immediately. The urgency resolution will remain in effect for 30 days. After notice and public hearing, the City Council may extend the interim urgency resolution for an additional thirty days. The urgency resolution and any extension require a four-fifths vote of the City Council. The proposed urgency resolution directs the setting of a public hearing within 30 days to extend the urgency resolution.

Conclusion:

Staff recommends that the City Council (1) Adopt Resolution No. _____, Making Findings and Approving the 2019 Major Projects Financing Plan Fee Program Nexus Study Update and the Modified Development Impact Fees, Also Referred to Major Project Financing Plan (MPFP) Fees; and (2) Adopt Resolution No. _____, an Urgency Resolution Approving Interim Development Impact Fees Based on the City of Woodland 2019 Major Projects Financing Plan Fee Program Nexus Study Update and Directing the Setting of a Public Hearing Within 30 days for an Extension of the Interim Fees.

Prepared by: Brent Meyer, City Engineer

Reviewed by: Ken Hiatt, Assistant City Manager/Community & Economic Development

Paul Navazio
City Manager

Attachments:
1. Resolution adopting fees
2. Urgency Resolution
3. EPS Final Report 04-2019
4. Persons per Household Comparison Table
5. Fee Comparison Table

RESOLUTION NO. ___________

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND MAKING FINDINGS AND APPROVING THE 2019 MAJOR PROJECTS FINANCING PLAN FEE PROGRAM NEXUS STUDY UPDATE AND THE MODIFIED DEVELOPMENT IMPACT FEES, ALSO REFERRED TO AS MAJOR PROJECTS FINANCING PLAN FEES

WHEREAS, the Mitigation Fee Act, Government Code section 66000 *et seq*., authorizes the City of Woodland ("City") to impose development impact fees and sets forth the procedure for doing so; and

WHEREAS, Policy 4.B.3 of the City of Woodland 2035 General Plan Policy Document, adopted May 16, 2017, requires that any new development pay its fair share of the cost of providing needed public facilities and infrastructure improvements it uses based on the demand for these facilities attributable to the new development; and

WHEREAS, the Woodland City Council Priority Goals for Economic Development and Fiscal Responsibility include strategies to ensure that development impact fees and processes are regionally competitive as well as consistent with long-term infrastructure requirements; and

WHEREAS, proposed development within the City will result in substantial new growth and will place significant additional burdens on various City facilities, infrastructure, and services; and

WHEREAS, new development will cause a need for new facilities, infrastructure, and services; and

WHEREAS, these increased demands on City facilities, infrastructure, and services will over-burden and over extend the City's ability to adequately protect the public health, safety, and welfare; and

WHEREAS, the Major Projects Financing Plan fees ("MPFP Fees") authorized by this Resolution shall be assessed upon all landowners developing property for any residential or nonresidential use for the purpose of providing all or a portion of the funds necessary to design, construct, and install public facilities and infrastructure and to provide public services required to meet the needs of, and address the impacts caused by, the additional persons residing or employed on the properties assessed as a result of such development activity; and

WHERAS, the City directed the preparation of a document by Economic and Planning Systems, Inc., entitled "Major Projects Financing Plan Update and Fee Nexus Study" ("MPFP Nexus Study") dated April 2019, which establishes the basis for the MPFP Fees pursuant to the Mitigation Fee Act and is incorporated herein by reference as Exhibit A; and

WHEREAS, in accordance with the Mitigation Fee Act, the City Council held at least one open and public hearing on the adoption of the MPFP Nexus Study and proposed fees, at which time all written and oral presentations were received as part of a regularly scheduled City Council meeting. The date, time, and place for the public hearing was duly noticed in accordance with Government Code Sections 66017 and 6002a. A draft nexus study was made available for public inspection for a period of at least ten days prior to said public hearing. Background data and materials referenced therein was made available to interested parties upon request to the City Clerk's Office at least ten days prior to the date of said hearing; and

WHEREAS, based on the MPFP Nexus Study, and the entire record before the City Council, the findings herein:

A. Reasonably identify the purpose of each component of the fee established;

B. Reasonably identify the use to which the fee is to be put;

C. Establish a reasonable and rational relationship between the use of each fee and the type of development project on which the fee is imposed;

D. Establish a reasonable and rational relationship between the need for the public facilities, infrastructure, and services to be financed by the fees and the type of development projects on which the fee is imposed; and

E. Form the basis for the further finding that the imposition of fees to finance public facilities, infrastructure, and services is necessary to protect the public health, safety and welfare within the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland that:

<u>Section 1</u>. <u>Incorporation of Recitals</u>. The recitals set forth above are true and correct and are incorporated herein by reference.

<u>Section 2</u>. <u>Findings</u>. The City Council makes and adopts the following findings with respect to the modified MPFP Fees:

A. <u>Findings Relative to Roads</u>

(1) <u>Purpose of the Fee</u>. New development in the City will result in an increase in the service population and, therefore, in the demand placed on the City's transportation infrastructure. The purpose of the MPFP Road Fee is to provide funding to maintain adequate levels of service on public roads and freeway interchanges through the expansion of existing roadway facilities and construction of new roadway facilities.

(2) Use of the Fee. The MPFP Road Fees will be used to construct and expand roadway facilities to accommodate future traffic volumes projected as a result of new development. Roadway improvements include new streets, street widening, interchange improvements, traffic signal construction and modifications, intersection improvements, street calming facilities, and bike and pedestrian improvements.

(3) Relationship Between Use of the Fee and Type of Development. The MPFP Road Fees will be used to expand and improve the roadway system to adequately serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Road Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used to expand the roadway system to serve the new residents and employees generated by the new development.

(4) Relationship Between the Need for the Facility and Type of Development. New residential and commercial development in the City will generate new residents and employees that will result in new vehicular trips and the need for additional roadway capacity to maintain adequate levels of service. A reasonable relationship exists between the need for roadway improvements and the type of new residential and nonresidential development projects because the capacity of the roadway system must be expanded to accommodate the new development types that will place an increased demand on the roadway system.

(5) Relationship Between Amount of the Fee and Cost of the Facility or Portion of the Facility Attributed to Development on Which the Fee is Imposed. The total cost of improvements funded by the MPFP Road Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on vehicle miles travelled are used to measure the relative demand generated by each land use and to allocate the roadway costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Road Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

B. Findings Relative to Wastewater

(1) Purpose of the Fee. New development in the City will result in an increase in the service population and, therefore, in the demand placed on the City's wastewater infrastructure. The purpose of the MPFP Wastewater Fee is to provide funding to expand and improve the wastewater system to adequately serve the expanded service population.

(2) Use of the Fee. The MPFP Wastewater Fees will be used to construct and expand wastewater facilities to accommodate increased demand projected as a result of new

development. Wastewater improvements include the expansion and improvement of the existing wastewater treatment plant. The fees will also be used to fund the preparation of related studies.

(3) Relationship Between Use of the Fee and Type of Development. The MPFP Wastewater Fees will be used to expand and improve the wastewater infrastructure to adequately serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Wastewater Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used to expand the wastewater infrastructure to serve the new residents and employees generated by the new development.

(4) Relationship Between Need for the Facility and Type of Development. New residential and commercial development in the City will generate new residents and employees that will result in the need for additional wastewater system capacity to continue to provide adequate service to the City's service population. A reasonable relationship exists between the need for wastewater improvements and the type of new residential and nonresidential development projects because the capacity of the wastewater system must be expanded to accommodate the new development types that will place an increased demand on the wastewater system.

(5) Relationship Between Amount of the Fee and Cost of the Facility or Portion of the Facility Attributed to Development on Which the Fee is Imposed. The total cost of improvements funded by the MPFP Wastewater Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on wastewater generated, as measured in gallons per day, are used to measure the relative demand generated by each land use and to allocate the wastewater costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Wastewater Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

C. Findings Relative to General City

(1) Purpose of the Fee. New development in the City will result in an increase in the service population and, therefore, in the demand placed on the City's public facilities, such as City Hall and the Municipal Services Center. The purpose of the MPFP General City Fee is to provide funding to expand and improve the City facilities to adequately provide services to the expanded service population.

(2) Use of the Fee. The MPFP General City Fee revenue will be used to expand and improve City public facilities to accommodate increased demand projected as a

result of new development. General City improvements include expansion of City buildings, including City Hall and the Municipal Services Center as well as technology upgrades and the preparation of related planning studies.

(3) Relationship Between Use of the Fee and Type of Development. The MPFP General City Fees will be used to expand and improve City buildings to provide adequate space and amenities to serve an increased service population as the result of new development. A reasonable relationship exists between the use of the General City Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used to expand the City buildings to serve the new residents and employees generated by the new development.

(4) Relationship Between Need for the Facility and Type of Development. New residential and commercial development in the City will generate new residents and employees that will result in the need for additional City building space and improvements to continue to provide adequate service to the City's service population. A reasonable relationship exists between the need for General City improvements and the type of new residential and nonresidential development projects because City buildings must be expanded and improved to accommodate the new development types that will place an increased demand on these facilities.

(5) Relationship Between Amount of the Fee and Cost of the Facility or Portion of the Facility Attributed to Development on Which the Fee is Imposed. The total cost of improvements funded by the MPFP General City Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on new population and employees resulting from new development are used to measure the relative demand generated by each land use and to allocate the General City costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP General City Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

D. Findings Specific to Fire

(1) Purpose of the Fee. New development in the City will result in an increase in the service population and, therefore, in the demand for the services of the City's Fire Department. The purpose of the MPFP Fire Fee is to provide funding to construct new fire stations that are needed to provide adequate fire-fighting and emergency medical services to the expanded service population.

(2) Use of the Fee. The MPFP Fire Fee will be used to construct new facilities needed to accommodate increased demand projected as a result of new development. Two new fire stations are planned in the southeast and northeast areas of the City.

(3) Relationship Between Use of the Fee and Type of Development. The MPFP Fire Fees will be used to construct two new fire stations that are needed to serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Fire Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used to construct new fire stations needed to serve the new residents and employees generated by the new development.

(4) Relationship Between Need for the Facility and Type of Development. New residential and commercial development in the City will generate new residents and employees that will result in the need for additional fire stations to continue to provide adequate service to the City's service population. A reasonable relationship exists between the need for fire stations and the type of new residential and nonresidential development projects because new fire stations must be constructed to accommodate the new development types that will place an increased demand on Fire Department services.

(5) Relationship Between Amount of the Fee and Cost of the Facility or Portion of the Facility Attributed to Development on Which the Fee is Imposed. The total cost of improvements funded by the MPFP Fire Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on new population and employees resulting from new development are used to measure the relative demand generated by each land use and to allocate the fire station construction costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Fire Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

E. Findings Specific to Police

(1) Purpose of the Fee. New development in the City will result in an increase in the service population and, therefore, in the demand for the services provided the City's Police Department. The purpose of the MPFP Police Fee is to provide funding for additional facilities, equipment, and vehicles that are needed to provide police services to the expanded service population.

(2) Use of the Fee. The MPFP Police Fee will be used for facility improvements and the acquisition of equipment and vehicles needed to accommodate increased demand for police services as a result of new development. The improvements include

construction of a new communications facility and a new animal shelter, the acquisition of police vehicles and equipment, and development of a new communications and records management system.

(3) Relationship Between Use of the Fee and Type of Development. The MPFP Police Fees will be used to expand and improve police facilities and to acquire equipment and vehicles needed to serve an increased service population as a result of new development. A reasonable relationship exists between the use of the Police Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used for facility improvements, equipment, and vehicles needed to provide service to the new residents and employees generated by the new development.

(4) Relationship Between Need for the Facility and Type of Development. New residential and commercial development in the City will generate new residents and employees that will result in the need for additional police facilities to continue to provide adequate service to the City's service population. A reasonable relationship exists between the need for police department improvements and the type of new residential and nonresidential development projects because Police Department facilities must be constructed and equipment and vehicles acquired to accommodate the new development types that will place an increased demand on the Police Department services.

(5) Relationship Between the Amount of the Fee and Cost of the Facility or Portion of the Facility Attributed to Development on Which the Fee is Imposed. The total cost of improvements funded by the MPFP Police Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on new population and employees resulting from new development are used to measure the relative demand generated by each land use and to allocate the police improvement costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Police Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

F. Findings Specific to Library

(1) Purpose of the Fee. New development in the City will result in an increase in the service population and, therefore, in the use of the library facilities. The purpose of the MPFP Library Fee is to provide funding for library expansion that is needed to provide library services to the expanded service population.

(2) Use of the Fee. The MPFP Library Fee will be used for library improvements and materials needed to accommodate increased demand for library services as a

result of new development. The improvements include expansion of the main library and the library materials collection.

(3) Relationship Between Use of the Fee and Type of Development. The MPFP Library Fees will be used to expand the library and library materials collection to serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Library Fees and the residential development on which the fees are imposed because the fees will be used for the library and materials collection expansion needed to serve the new residents generated by the new development.

(4) Relationship Between Need for the Facility and Type of Development. New residential development in the City will generate new residents that will result in the need for the expansion of the library and the library materials collection to continue to provide adequate service to the City's residents. A reasonable relationship exists between the need for library improvements and the type of new residential development projects because the library facilities and materials collection must be expanded to accommodate the new development types that will place an increased demand on library services.

(5) Relationship Between Amount of the Fee and Cost of the Facility or Portion of the Facility Attributed to Development on Which the Fee is Imposed. The total cost of improvements funded by the MPFP Library Fee is allocated among the projected new residential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on new population resulting from new development are used to measure the relative demand generated by each land use and to allocate the library improvement costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Library Fees and the costs of the facilities attributable to the new residential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

G. Findings Specific to Parks

(1) Purpose of the Fee. New development in the City will result in an increase in the service population and, therefore, in the use of the City's parks and recreation facilities. The purpose of the MPFP Parks Fee is to provide funding for park improvements ~~and land acquisition~~ that are needed to maintain the City's standards for providing parks and recreation facilities to the expanded service population.

(2) Use of the Fee. The MPFP Parks Fee will be used for park construction ~~and land acquisition~~ needed to accommodate increased demand for parks as a result of new development.

(3) Relationship Between Use of the Fee and Type of Development. The MPFP Parks Fees will be used to construct park facilities needed to serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Parks Fees and the residential development on which the fees are imposed because the fees will be used to expand the parks system to serve the new residents generated by the new development.

(4) Relationship Between Need for the Facility and Type of Development. New residential development in the City will generate new residents that will result in the need for additional parks to continue to provide the City's standard level of service to its residents. A reasonable relationship exists between the need for park improvements and the type of new residential development projects because the parks system must be expanded to accommodate the new development types that will place an increased demand on parks.

(5) Relationship Between Amount of the Fee and Cost of the Facility or Portion of the Facility Attributed to Development on Which the Fee is Imposed. The Parks costs are not updated in the MPFP Nexus Study, so a new cost allocation was not performed. As described above, there are two separate sets of MPFP Parks Fees, the SLSP Parks Fees and the Other Parks Fees. Both sets of Parks Fees were established based on cost allocations performed in previous Nexus Study Updates and have been updated over the years for annual inflationary increases. In the prior cost allocations, the total cost of improvements funded by the Parks Fees were allocated among the projected new residential land uses in the City based on the relative demand each land use was anticipated to place upon the improvements. Cost allocation factors based on new population resulting from new development were used to measure the proportional demand generated by each land use and to allocate the Parks improvement costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Parks Fees and the costs of the facilities attributable to the new residential development on which the fees are imposed because the fees were derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type. In the Nexus Study Update, the proposed Single-Family fees are kept at the current levels. Cost allocation factors based on new population resulting from new development are used to measure the proportional demand generated by each land use and to calculate fees for all multifamily benefitting land uses in the City.

Section 3. **Fees Are Justified by the MPFP Nexus Study Update.** The City Council has reviewed the Major Projects Financing Plan Fee Program Nexus Study Update, dated April 2019, and finds that the fees do not exceed the cost to the City of Woodland of providing the service and infrastructure for which the fees will be imposed.

Section 4. **Adoption of Major Projects Financing Fee Program Nexus Study Update.** After considering the information and determinations contained in the MPFP Nexus

Study and the testimony received at the public hearing, the City Council hereby adopts and approves of, in their entirety, the findings, determinations, and conclusions contained in the Major Projects Financing Plan Fee Program Nexus Study Update, prepared by EPS and dated April 2019.

Section 5. **Adoption of Modified MPFP Fees.** The City Council hereby adopts the modified Major Projects Financial Program Fees as they are presented in Table 1 on pages 4-5 of the Major Projects Financing Plan Fee Program Nexus Study Update.

Section 6. **Change to Only the MPFP Fees.** The City Council's adoption of the MPFP Fees shall not repeal or rescind any other charges, fees, or rates assessed, collected, or imposed by the City of Woodland as of the effective date of this Resolution except for the specific MPFP Fees affected by this Resolution. The existing MPFP Fees authorized by Resolution 4976, adopted by the City Council on December 16, 2008, are hereby superseded in their entirety by the MPFP Fees adopted by this Resolution.

Section 7. **CEQA Determination.** The City Council hereby determines that adoption of this Resolution is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Public Resources Code section 21080(b)(8) and Title 14 (CEQA Guidelines), Section 15273 of the California Code of Regulations (establishment of a fee), CEQA Guidelines Section 15061(b)(3) (no significant effect on the environment), CEQA Guidelines Section 15378(b)(4) (creation of government funding mechanisms are not projects under CEQA). The City Clerk shall file a Notice of Exemption with the County of Yolo.

Section 8. **Annual Inflation Adjustment.** Consistent with Chapter 6 of the MPFP Nexus Study Update, from and after January 1, 2020, the MPFP Fees will be increased by the average of the San Francisco and 20-city Construction Code Index (CCI) as reported in the Engineering News-Record (ENR) for the 12-month period ending in October of the previous year.

Section 9. **Effective Date.** This Resolution will become effective 60 days after the date of its adoption, on June 15, 2019.

PASSED AND ADOPTED this 16th day of April, 2019 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

____
Xóchitl Rodriguez, Mayor

ATTEST:

____
Ana B. Gonzalez, City Clerk

APPROVED AS TO FORM:

____
Kara K. Ueda, City Attorney

RESOLUTION NO. ____________

AN URGENCY RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING INTERIM DEVELOPMENT IMPACT FEES BASED ON THE CITY OF WOODLAND 2019 MAJOR PROJECTS FINANCING PLAN FEE PROGRAM NEXUS STUDY UPDATE AND DIRECTING THE SETTING OF A PUBLIC HEARING WITHIN 30 DAYS FOR AN EXTENSION OF THE INTERIM FEES

WHEREAS, the Mitigation Fee Act, Government Code section 66000 *et seq*., authorizes the City of Woodland ("City") to impose development impact fees and sets forth the procedure for doing so; and

WHEREAS, Policy 4.B.3 of the City of Woodland General Plan Policy Document, adopted May 16, 2017, requires that any new development pay its fair share of the cost of providing needed public facilities and infrastructure improvements it uses based on the demand for these facilities attributable to the new development; and

WHEREAS, the Woodland City Council Priority Goals for Economic Development and Fiscal Responsibility include strategies to ensure that development impact fees and processes are regionally competitive as well as consistent with long-term infrastructure requirements; and

WHEREAS, proposed development within the City will result in substantial new growth and will place significant additional burdens on various City facilities, infrastructure, and services; and

WHEREAS, new development will cause a need for new facilities, infrastructure, and services;

WHEREAS, these increased demands on City facilities, infrastructure, and services will over-burden and over extend the City's ability to adequately protect the public health, safety, and welfare; and

WHEREAS, the imposition of development fees is a fair and equitable method of ensuring that new development bears a proportionate share of the cost of public facilities, infrastructure, and services necessary to fulfill the purposes of this resolution and the General Plan's policies; and

WHEREAS, the City Council on April 16, 2019 adopted Resolution No. ______ to establish development impact fees, referred to by the City as MPFP Fees, based on the Major Projects Financing Plan –Fee Program Nexus Study Update, prepared for the City of Woodland by Economic & Planning Systems, Inc. and dated April 2019; and

WHEREAS, pursuant to the provisions of the Mitigation Fee Act, the fees adopted by the City Council shall take effect sixty (60) days after adoption of Resolution No. ______; and

WHEREAS, the City anticipates that a significant number of applications for building permits will be submitted within the next thirty (30) days. For this reason, it is necessary to authorize and implement this interim development impact fee program to protect the public health, safety, and welfare by ensuring that all developers pay their fair share of the reasonable estimated costs of expanding or installing new public facilities, infrastructure, and services to mitigate the impacts of new development in the City and to avoid creating an unreasonable and substantial burden on the City's General Fund; and

WHEREAS¸ the interim MPFP Fees have additional multifamily residential land use categories and land use designations that both build in different assumptions regarding persons per household, resulting in a decrease to the MPFP Fees for smaller multifamily units within specific parts of the City, and having these new MPFP Fees go into effect immediately for higher density infill projects will allow developers of these smaller units to begin construction of this housing type, which is highly desired by the City Council and needed as a way to provide not only more housing but housing that is available at lower price points.

NOW THEREFORE, BE IT RESOLVED by the City Council of Woodland that:

1. The City Council of the City of Woodland incorporates by reference all of the language in the recitals set forth above.

2. The City Council hereby adopts and imposes interim Major Project Financing Plan development impact fees in the amounts set forth in Table 1 of the City of Woodland 2019 Major Projects Financing Plan Fee Nexus Study Update to finance the cost of the following categories of public facilities, infrastructure, and services within the City:

a. Roads: The fee will finance the costs of new streets, street widening, interchange improvements, traffic signal construction and modifications, intersection improvements, street calming facilities, and bike and pedestrian improvements.

b. Wastewater: The fee will be used for wastewater facilities including the expansion and improvement of the existing wastewater treatment plant. The fees will also be used to fund the preparation of related studies.

c. General City: The fee will finance the costs related to the expansion of City buildings including City Hall and the Municipal Services Center as well as technology upgrades and the preparation of related planning studies.

d. Fire: The fee will be used to construct two new fire stations in the southeast and northeast areas of the City.

e. Police: The fee will be used to fund improvements including the construction of a new communications facility and a new animal shelter, the acquisition of police vehicles and equipment, and development of a new communications and records management system.

f. Library: The fee will finance costs associated with the expansion of the main library and the library materials collection.

g. Parks: The fee will be used for park construction needed to accommodate increased demand for parks.

3. The City Council finds that a significant number of building permit applications could be submitted within the next thirty (30) days and that it is necessary to authorize and implement this interim development impact fee program to protect the public health, safety, and welfare by ensuring that all developers pay their fair share of the reasonable estimated costs of expanding or installing public facilities, infrastructure, and services to mitigate the impacts of new development in the City, to ensure that the MPFP Fees accurately reflect the cost of providing services and facilities to accommodate new development, and to ensure that developers of multifamily housing are able to construct units as expeditiously as possible.

4. The City Council finds, based on the entire record before it, that the interim MPFP Fees reasonably identify the purpose of each component of the MPFP Fee established, reasonably identify the use to which the fee is to be put, establish a reasonable relationship between the use of each fee and the type of development project on which the fee is imposed, establish a reasonable relationship between the need for the public facilities, infrastructure, and services to be financed by the fees and the type of development projects on which the fee is imposed, and establish a reasonable relationship between the amount of the fee and cost of the facility or portion of the facility attributed to development on which the fee is imposed.

5. Based on the findings contained herein, the City Council determines that there is a current and immediate threat to the public health, safety, and welfare and that such threat requires that the fees authorized by this Resolution become effective immediately upon enactment. This Resolution is hereby declared to be an urgency measure and, based on the authority granted by Government Code Section 66017, shall take effect immediately upon enactment or adoption.

6. The City Clerk shall schedule a public hearing before the City Council within thirty (30) days after the enactment of this Resolution to consider an extension of such interim development fees for an additional thirty (30) days. The City Clerk shall publish notice of such hearing at least ten (10) days prior to such hearing.

PASSED AND ADOPTED this 16th day of April, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

____

Xóchitl Rodriguez, Mayor

ATTEST:

____

Ana Gonzalez, City Clerk

The Economics of Land Use

Final Report

Major Projects Financing Plan Fee Program Nexus Study Update

Prepared for:

City of Woodland

Prepared by:

Economic & Planning Systems, Inc. (EPS)

April 2019

EPS #162110

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1. INTRODUCTION AND EXECUTIVE SUMMARY

Background

The Major Projects Financing Plan (MPFP) Fee Program was established in the 1990s to fund backbone infrastructure and other public facilities required to serve development in the City of Woodland (City). Since the MPFP Fee Program was established, the City has adopted several periodic updates to the MPFP Fee Program to reflect changes in land uses, facilities requirements and costs, funding sources, and the fee calculation methodology. The last MPFP Fee Nexus Study Update and comprehensive MPFP Fee Program update were adopted by the City in December 2008. Since that time, annual MPFP Fee Program updates have occurred to adjust the MPFP Fees to reflect cost inflation.

The MPFP Fee Program development impact fees are collected at building permit issuance from developers of residential and commercial property. The City administers the MPFP Fee Program and collects the MPFP Fees.

Purpose

The purpose of this 2019 MPFP Fee Program Nexus Study Update (2019 Nexus Study Update) is to perform a comprehensive update to the MPFP Fee Program to account for updated development projections, development land use categories, density assumptions, facilities requirements, infrastructure costs, cost allocation factors, and the fee estimation methodology, and to establish the legally required findings to implement the updated fees. Each of the changes is summarized below and detailed in later chapters:

- **Development:** The City provided updated current development estimates as well as 2035 and buildout development projections. The 2035 and buildout projected development were based on the City's current 2035 General Plan, which was adopted in May 2017, as well as input from the City on the level of development that realistically would occur for various types of development.

- **Land Use Categories:** The City modified the residential land use categories and added several categories based on dwelling unit sizes and geographical locations.

- **Density Assumptions:** The City reviewed and modified the density assumptions used in the analysis. For example, the multifamily persons per household assumption was updated. In addition, density assumptions were established for the new land use categories.

- **Facilities Requirements and Costs:** The backbone infrastructure and other public facilities included in the MPFP Fee Program, as well as the costs of these facilities, were recently updated by the City. A detailed list of the MPFP Fee-funded facilities and estimated costs is included in **Chapter 3**.

- **Cost Allocation Factors:** The City reviewed and modified cost allocation factors by land use used in the fee estimates. In addition, new factors were determined for the new land use categories.
- **Fee Estimation Methodology:** Past MPFP Nexus Study Updates employed a cash flow methodology as the basis of allocating the infrastructure and other public facility costs to the various land uses and establishing fees. This report employs the more standard methodology of directly allocating remaining CIP costs that can be proportionately attributed to remaining City development.

The MPFP Fee Program is divided into the components listed below.

Updated in Report

- Roadways
- Wastewater Facilities
- General City
- Fire
- Police
- Library
- Parks
- Fee Administration
- Water (being eliminated from MPFP Fee Program and updated to a new Water Capacity Fee under a separate action)

Excluded from Report

- Storm Drainage

As shown above and detailed further below, the Storm Drainage component is not updated in this report, and the Water component is being eliminated from the MPFP Fee Program. Additionally, the Parks costs are not updated in this report, but the Parks Fees are updated to reflect cost allocation factor changes.

Surface Water and Water Fees

The City is separately preparing a study to implement a Water Capacity Fee that would fund improvements currently funded by the City Surface Water Fee and the MPFP Water Fee. Consequently, the current MPFP Water Fee component is being eliminated from the MPFP Fee Program. The new Water Capacity Fee will be considered for adoption under a separate City Council action.

Storm Drainage Fee

The Storm Drainage Fee is excluded from this report because an updated Storm Drainage Master Plan has not been completed. A new Storm Drainage Master Plan is needed before the storm drainage infrastructure needs can be re-evaluated and identified.

Parks Fee

The Parks costs are not updated in this report because the current Parks Master Plan has not yet been updated based on the City's recently completed 2035 General Plan. A new Parks Master Plan needs to be completed before the Parks improvements and costs to include in the MPFP Fee Program can be determined. This report keeps the single-family Parks Fee at the current level and recalculates the Parks Fees for all other residential land uses using new cost allocation factors and the cost allocation methodology detailed in **Chapter 4**. This cost allocation results in lower Parks fees for all land uses other than single-family and therefore a possible reduction in fee revenue. The City acknowledges that it will need to identify backfill funding for any resulting fee revenue deficits since the lower fees are not consistent with the most recent cost allocation performed in 2008 to establish the Parks Fees.

MPFP Update

This report details the updated land use categories, development projections, costs, and cost allocations that result in the proposed changes to the MPFP Fees, as well as the Assembly Bill (AB) 1600 nexus findings needed to update the MPFP Fees. The proposed fees and nexus finding requirements are summarized below.

Proposed Fees

Table 1 shows the proposed MPFP Fees per dwelling unit or nonresidential building square foot for each land use category. **Table 2**, **Table 3**, and **Table 4** are fee comparisons between the proposed and current MPFP Fees for single-family, retail, and office land uses, respectively.

AB 1600 Nexus Requirements

To update the MPFP Fees, the City is required to demonstrate the nexus between the projected new development in the City and the necessary backbone infrastructure and public facilities to be funded by the MPFP Fee Program. This nexus requirement was established under California AB 1600 legislation, as codified by California Government Section 66000 et seq. This law sets forth the procedural requirements for establishing and collecting development impact fees. These procedures require that "a reasonable relationship or nexus must exist between a governmental exaction and the purpose of the condition."[1]

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[1] William Abbott, Marian E. Moe, and Marilee Hanson, *Public Needs & Private Dollars*, page 109.

Table 1
2019 MPFP Nexus Study Update
MPFP Fees

		Residential									
Fee Category [1]	**Pct.**	Single-Family	Infill Single-Family	Multifamily	Small Multifamily	Infill Multifamily	Small Infill Multifamily	Corridor Multifamily	Small Corridor Multifamily	Downtown Multifamily	Small Downtown Multifamily
Fees Excluding Parks and Recreation		*Fee per Dwelling Unit*									
Roads		$ 8,411	$ 5,607	$ 3,447	$ 3,447	$ 2,298	$ 2,298	$ 2,068	$ 2,068	$ 1,838	$ 1,838
Wastewater		$ 6,383	$ 6,383	$ 4,787	$ 3,192	$ 4,575	$ 3,192	$ 4,575	$ 3,192	$ 4,575	$ 3,192
General City		$ 853	$ 853	$ 640	$ 427	$ 612	$ 427	$ 612	$ 427	$ 612	$ 427
Fire		$ 2,889	$ 2,889	$ 1,733	$ 1,155	$ 1,685	$ 1,155	$ 1,685	$ 1,155	$ 1,685	$ 1,155
Police		$ 697	$ 697	$ 523	$ 349	$ 500	$ 349	$ 500	$ 349	$ 500	$ 349
Library		$ 533	$ 533	$ 399	$ 266	$ 382	$ 266	$ 382	$ 266	$ 382	$ 266
Water [2]		$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
Subtotal		**$ 19,766**	**$ 16,962**	**$ 11,529**	**$ 8,836**	**$ 10,052**	**$ 7,687**	**$ 9,822**	**$ 7,457**	**$ 9,592**	**$ 7,227**
Spring Lake											
Fees Excluding Parks and Recreation		$ 19,766	NA	$ 11,529	$ 8,836	NA	NA	NA	NA	NA	NA
Parks and Recreation		$ 4,330	NA	$ 3,248	$ 2,165	NA	NA	NA	NA	NA	NA
Spring Lake Subtotal		**$ 24,096**	NA	**$ 14,777**	**$ 11,001**	NA	NA	NA	NA	NA	NA
Fee Administration	0.75%	$ 181	NA	$ 111	$ 83	NA	NA	NA	NA	NA	NA
Spring Lake Total		**$ 24,277**	NA	**$ 14,888**	**$ 11,084**	**NA**	**NA**	**NA**	**NA**	**NA**	**NA**
Other Development											
Fees Excluding Parks and Recreation		$ 19,766	$ 16,962	$ 11,529	$ 8,836	$ 10,052	$ 7,687	$ 9,822	$ 7,457	$ 9,592	$ 7,227
Parks and Recreation		$ 7,872	$ 7,872	$ 5,904	$ 3,936	$ 5,642	$ 3,936	$ 5,642	$ 3,936	$ 5,642	$ 3,936
Other Subtotal		**$ 27,638**	**$ 24,834**	**$ 17,433**	**$ 12,772**	**$ 15,694**	**$ 11,623**	**$ 15,464**	**$ 11,393**	**$ 15,234**	**$ 11,163**
Fee Administration	0.75%	$ 207	$ 186	$ 131	$ 96	$ 118	$ 87	$ 116	$ 85	$ 114	$ 84
Other Total		**$ 27,845**	**$ 25,020**	**$ 17,564**	**$ 12,868**	**$ 15,812**	**$ 11,710**	**$ 15,580**	**$ 11,478**	**$ 15,348**	**$ 11,247**

[1] Excludes Surface Water & Drainage fees.
[2] The water fee is being removed from the MPFP Fee Program and updated to a water capacity fee in combination with the surface water fee.

Prepared by EPS 4/4/2019

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Table 1
2019 MPFP Nexus Study Update
MPFP Fees

		Nonresidential			
Fee Category [1]	**Pct.**	Retail	Service	Office	Industrial
Fees Excluding Parks and Recreation		*Fee per 1,000 Building Square Feet*			
Roads		$ 10,445	$ 7,429	$ 5,577	$ 4,297
Wastewater		$ 2,605	$ 2,605	$ 1,563	$ 2,931
General City		$ 569	$ 569	$ 711	$ 237
Fire		$ 1,685	$ 1,685	$ 1,926	$ 1,123
Police		$ 465	$ 465	$ 581	$ 194
Library		$ 0	$ 0	$ 0	$ 0
Water [2]		$ 0	$ 0	$ 0	$ 0
Subtotal		**$ 15,769**	**$ 12,753**	**$ 10,358**	**$ 8,782**
Spring Lake					
Fees Excluding Parks and Recreation		$ 15,769	$ 12,753	$ 10,358	$ 8,782
Parks and Recreation		$ 0	$ 0	$ 0	$ 0
Spring Lake Subtotal		**$ 15,769**	**$ 12,753**	**$ 10,358**	**$ 8,782**
Fee Administration	0.75%	$ 118	$ 96	$ 78	$ 66
Spring Lake Total		**$ 15,887**	**$ 12,849**	**$ 10,436**	**$ 8,848**
Other Development					
Fees Excluding Parks and Recreation		$ 15,769	$ 12,753	$ 10,358	$ 8,782
Parks and Recreation		$ 0	$ 0	$ 0	$ 0
Other Subtotal		**$ 15,769**	**$ 12,753**	**$ 10,358**	**$ 8,782**
Fee Administration	0.75%	$ 118	$ 96	$ 78	$ 66
Other Total		**$ 15,887**	**$ 12,849**	**$ 10,436**	**$ 8,848**

fee sum

[1] Excludes Surface Water & Drainage fees.
[2] The water fee is being removed from the MPFP Fee Program and updated to a water capacity fee in combination with the surface water fee.

Prepared by EPS 4/4/2019

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Table 2
2019 MPFP Nexus Study Update
MPFP Single-Family Fee Comparison

		Single-Family Fee (per dwelling unit)			
Fee Category [1]	**Pct.**	Current *effective 1/1/19*	Proposed	Difference	Pct. Difference
Fees Excluding Parks and Recreation					
Roads		$ 6,319	$ 8,411	$ 2,092	33%
Wastewater		$ 6,856	$ 6,383	($ 473)	(7%)
General City		$ 948	$ 853	($ 95)	(10%)
Fire		$ 1,461	$ 2,889	$ 1,428	98%
Police		$ 1,250	$ 697	($ 553)	(44%)
Library		$ 58	$ 533	$ 475	819%
Water [2]		$ 629	$ 0	($ 629)	(100%)
Subtotal		**$ 17,521**	**$ 19,766**	**$ 2,245**	**13%**
Spring Lake					
Fees Excluding Parks and Recreation		$ 17,521	$ 19,766	$ 2,245	13%
Parks and Recreation		$ 4,330	$ 4,330	$ 0	0%
Spring Lake Subtotal		**$ 21,851**	**$ 24,096**	**$ 2,245**	10%
Fee Administration	0.75%	$ 164	$ 181	$ 17	10%
Spring Lake Total		**$ 22,015**	**$ 24,277**	**$ 2,262**	**10%**
Other Development					
Fees Excluding Parks and Recreation		$ 17,521	$ 19,766	$ 2,245	13%
Parks and Recreation		$ 7,872	$ 7,872	$ 0	0%
Other Development Subtotal		**$ 25,393**	**$ 27,638**	**$ 2,245**	9%
Fee Administration	0.75%	$ 190	$ 207	$ 17	9%
Other Development Total		**$ 25,583**	**$ 27,845**	**$ 2,262**	**9%**

fee comp

[1] Excludes Surface Water and Drainage fees.
[2] The water fee is being removed from the MPFP Fee Program and updated to a water capacity fee in combination with the surface water fee.

Table 3
2019 MPFP Nexus Study Update
MPFP Retail Fee Comparison

		Retail Fee (per building square foot)			
Fee Category [1] [2]	**Pct.**	Current *effective 1/1/19*	Proposed	Difference	Pct. Difference
MPFP Fees					
Roads		$ 7.73	$ 10.45	$ 2.72	35%
Wastewater		$ 3.38	$ 2.61	($ 0.78)	(23%)
General City		$ 0.80	$ 0.57	($ 0.23)	(29%)
Fire		$ 0.98	$ 1.69	$ 0.71	72%
Police		$ 1.03	$ 0.47	($ 0.57)	(55%)
Library [3]		$ 0.01	$ 0.00	($ 0.01)	(100%)
Water [4]		$ 0.16	$ 0.00	($ 0.16)	(100%)
Subtotal		**$ 14.09**	**$ 15.77**	**$ 1.68**	12%
Fee Administration	0.75%	$0.11	$0.12	$0.01	12%
Total		**$ 14.20**	**$ 15.89**	**$ 1.69**	**12%**

fee comp r

[1] Excludes Surface Water and Drainage fees.
[2] Nonresidential development not charged Parks fees.
[3] Nonresidential develompment not charged Library fees in proposed fee schedule.
[4] The water fee is being removed from the MPFP Fee Program and updated to a water capacity fee in combination with the surface water fee.

Table 4
2019 MPFP Nexus Study Update
MPFP Office Fee Comparison

Fee Category [1] [2]	Pct.	Office Fee (per building square foot) Current *effective 1/1/19*	Proposed	Difference	Pct. Difference
MPFP Fees					
Roads		$ 5.44	$ 5.58	$ 0.14	3%
Wastewater		$ 2.81	$ 1.56	($ 1.25)	(44%)
General City		$ 0.91	$ 0.71	($ 0.20)	(22%)
Fire		$ 1.04	$ 1.93	$ 0.89	85%
Police		$ 1.19	$ 0.58	($ 0.61)	(51%)
Library [3]		$ 0.01	$ 0.00	($ 0.01)	(100%)
Water [4]		$ 0.10	$ 0.00	($ 0.10)	(100%)
Subtotal		**$ 11.50**	**$ 10.36**	**($ 1.14)**	(10%)
Fee Administration	0.75%	$0.09	$0.08	($0.01)	(10%)
Total		**$ 11.59**	**$ 10.44**	**($ 1.15)**	**(10%)**

fee comp o

[1] Excludes Surface Water and Drainage fees.
[2] Nonresidential development not charged Parks fees.
[3] Nonresidential development not charged Library fees in proposed fee schedule.
[4] The water fee is being removed from the MPFP Fee Program and updated to a water capacity fee in combination with the surface water fee.

Specifically, each local agency imposing a fee must:

- Identify the purpose of the fee.
- Identify how the fee is to be used.
- Determine how a reasonable relationship exists between the fee's use and the type of development project on which the fee is imposed.
- Determine how a reasonable relationship exists between the need for the public facility and the type of development project on which the fee is imposed.
- Demonstrate a reasonable relationship between the amount of the fee and the cost of public facility or portion of the public facility attributable to the development on which the fee is imposed.

Report Layout

This report is divided into six chapters and one appendix:

- **Chapter 1** includes this introduction and Executive Summary.
- **Chapter 2** details the land use assumptions and projections used in the MPFP Fee Program.
- **Chapter 3** details the MPFP Fee Program costs.
- **Chapter 4** details the cost allocation and fee calculations for each improvement type.
- **Chapter 5** presents the required AB 1600 nexus findings for each MPFP Fee Program component.
- **Chapter 6** describes how the MPFP Fees will be implemented and updated.
- **Appendix A** details the remaining debt service for wastewater and fire bonds.

2. LAND USES AND DEVELOPMENT PROJECTIONS

Introduction

This chapter summarizes the MPFP Fee Program land uses and development projections in the City. The current City General Plan (adopted May 16, 2017) considers development through a 2035 horizon. **Map 1** from the current General Plan shows the planned 2035 land uses.

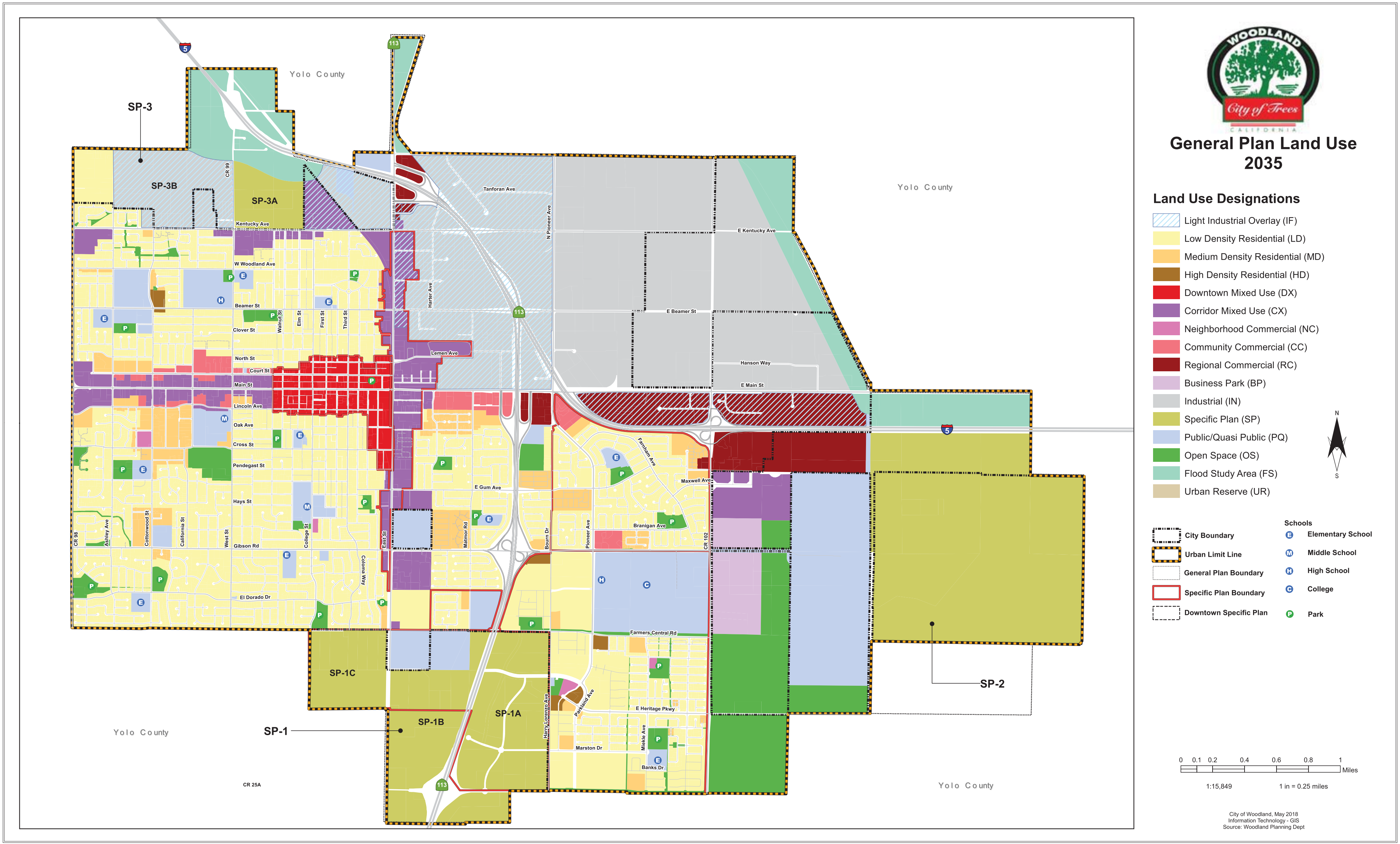
Although this report calculates MPFP Fees based on development and infrastructure needs through 2035, development projections are estimated for 2035 and full City buildout (buildout). As detailed in later chapters, the buildout estimates are needed to determine the percentage of facility costs to include for improvements that are needed not only for development through 2035 but also for development through buildout.

The 2035 City General Plan includes development projections for 2035 and buildout. The development projections in this report are based on the General Plan projections and also include modifications made by the City.

The City modifications reflect reasonable amounts of growth for both timeframes, as well as additional information about the level of probable development, resulting in lower development projections than those in the General Plan. The City staff based their modifications on an analysis of past growth trends for the different development types and expectations about future market conditions. In addition, the City reduced or eliminated development projections for areas of the City where development would be unachievable without a flood solution. When a flood solution is more developed, and the associated infrastructure is known, then excluded land uses and the flood prevention projects could be added to the MPFP Fee Program. Finally, the City also excluded development associated with the reuse of existing development sites since these sites already paid MPFP Fees and would be exempt from future MPFP Fees.

In addition, after examining projected types of residential development in the City and the differing demands placed on various types of infrastructure by the different development types, the City decided to make several changes to the residential land use categories in the MPFP Fee Program. The nonresidential land uses remain unchanged (Retail, Service, Office, and Industrial).

Map 1



General Plan Land Use
2035
Land Use Designations
Light Industrial Overlay (IF)
Low Density Residential (LD)
Medium Density Residential (MD)
High Density Residential (HD)
Downtown Mixed Use (DX)
Corridor Mixed Use (CX)
Neighborhood Commercial (NC)
Community Commercial (CC)
Regional Commercial (RC)
Business Park (BP)
Industrial (IN)
Specific Plan (SP)
Public/Quasi Public (PQ)
Open Space (OS)
Flood Study Area (FS)
Urban Reserve (UR)
City Boundary
Urban Limit Line
General Plan Boundary
Specific Plan Boundary
Downtown Specific Plan
Schools
Elementary School
Middle School
High School
College
Park
0 0.1 0.2 0.4 0.6 0.8 1
Miles
1:15,849
1 in = 0.25 miles
City of Woodland, May 2018
Information Technology - GIS
Source: Woodland Planning Dept
Yolo County
SP-3
SP-3B
SP-3A
SP-2
SP-1
SP-1A
SP-1B
SP-1C
Kentucky Ave
W Woodland Ave
Beamer St
Clover St
North St
Court St
Main St
Lincoln Ave
Oak Ave
Cross St
Pendegast St
Hays St
Gibson Rd
El Dorado Dr
Tanforan Ave
Lemen Ave
E Kentucky Ave
E Beamer St
Hanson Way
E Main St
E Gum Ave
Maxwell Ave
Branigan Ave
Farmers Central Rd
E Heritage Pkwy
Marston Dr
Banks Dr
CR 25A

The proposed residential land uses include some changes to the single-family uses, as well as several new multifamily categories. The current and proposed MPFP Fee Program residential land uses are shown below:

Current	**Proposed**
Single-Family	Single-Family
Downtown Single-Family	Infill Single-Family
High Density Single-Family	Multifamily
Age Restricted Single-Family	Small Multifamily
Multifamily	Infill Multifamily
Age Restricted Multifamily	Small Infill Multifamily
	Corridor Multifamily
	Small Corridor Multifamily
	Downtown Multifamily
	Small Downtown Multifamily

The proposed land uses include the addition of land uses with geographical and size distinctions. The Infill, Corridor, and Downtown designations denote geographical areas that will be defined by the City. The Small designation denotes dwelling unit size. Small units are defined as units with up to 700 square feet of livable area, whether attached or unattached. As detailed in the list of land uses above, for each multifamily land use (Multifamily, Infill Multifamily, Corridor Multifamily, and Downtown Multifamily), a corresponding Small unit land use has been established.

The land uses designated as Small units or units with specific geographical designations have different density, size, and trip length assumptions, generally resulting in lower fees, as detailed in **Chapter 4**. Also, the Small units generally have lower fees than the corresponding land uses for more standard size units.

Table 5 shows the density assumptions for all land uses. These assumptions are dwelling units per acre, persons per household, and square feet per dwelling unit for residential land uses and floor to area ratio (FAR) and square feet per employee for nonresidential land uses.

Development Projections

Table 6 summarizes the projected growth in residential dwelling units and commercial building square feet in the City, both through 2035 and through buildout. **Table 6** also includes the corresponding projected growth in population and employees for the same time periods.

Table 7 shows the existing and projected growth in residential dwelling units in the City by City area. **Table 8** shows the existing and projected growth in commercial building square feet in the City by City area. It is important to show the Spring Lake Specific Plan (SLSP) development projections separately from the remainder of the City, as the SLSP area pays a different MPFP Park fee. **Table 9** provides backup for the existing and projected development estimates in **Tables 7** and **8**.

Table 5
2019 MPFP Nexus Study Update
Land Use, Population, and Employee Assumptions

Land Use Category	Units per Acre/FAR	Sq. Ft. per Employee	Persons per Household/ Employees per 1,000 bldg. sq. ft.	Square Feet per Dwelling Unit
Formula	*A*		*B*	
Residential	*units pre acre*		*persons per household*	
Single-Family	6		3.00	2,000
Infill Single-Family	6		3.00	2,000
Multifamily	20		2.25	900
Small Multifamily	20		1.50	600
Infill Multifamily	20		2.15	900
Small Infill Multifamily	20		1.50	600
Corridor Multifamily	20		2.15	900
Small Corridor Multifamily	20		1.50	600
Downtown Multifamily	20		2.15	900
Small Downtown Multifamily	20		1.50	600
Formula	*A*	*B*	*1,000/B*	
Nonresidential	*FAR*		*emp per 1,000 bldg. sq. ft.*	
Retail	0.30	500	2.00	
Service	0.30	500	2.00	
Office	0.50	400	2.50	
Industrial	0.40	1,200	0.83	

assump

Source: City of Woodland and EPS

Table 6
2019 MPFP Nexus Study Update
Remaining Development

Land Use	Estimated Projected Development: Through 2035 – Dwelling Units	Estimated Projected Development: Through 2035 – Building Square Feet	Estimated Projected Development: Through Buildout – Dwelling Units	Estimated Projected Development: Through Buildout – Building Square Feet	PPH/ Sq. Ft./Emp.	Estimated New Population/Employees: Through 2035 – Population	Estimated New Population/Employees: Through 2035 – Employees	Estimated New Population/Employees: Through Buildout – Population	Estimated New Population/Employees: Through Buildout – Employees
Residential									
Single-Family									
Single-Family	2,754		3,876		3.00	8,262		11,628	
Infill Single-Family	273		326		3.00	819		978	
Subtotal Single-Family	**3,027**		**4,202**			**9,081**		**12,606**	
Multifamily									
Multifamily	990		1,372		2.25	2,228		3,087	
Small Multifamily	174		242		1.50	261		363	
Infill Multifamily	29		206		2.15	62		443	
Small Infill Multifamily	0		168		1.50	0		252	
Corridor Multifamily	82		623		2.15	176		1,339	
Small Corridor Multifamily	75		510		1.50	113		765	
Downtown Multifamily	200		417		2.15	430		897	
Small Downtown Multifamily	175		345		1.50	263		518	
Subtotal Multifamily	**1,725**		**3,883**			**3,532**		**7,663**	
Total Dwelling Units	**4,752**		**8,085**			**12,613**		**20,269**	
Nonresidential									
Retail		271,189		497,180	500		542		994
Service		293,998		538,996	500		588		1,078
Office		387,679		710,745	400		969		1,777
Industrial		1,704,221		3,124,406	1,200		1,420		2,604
Total Building Square Feet		**2,657,087**		**4,871,327**			**3,520**		**6,453**

rem dev

Source: City of Woodland

Table 7
2019 MPFP Nexus Study Update
Estimated Existing and Remaining Dwelling Units by Area

	Dwelling Units			
Item	Existing	Growth through 2035	Growth through Buildout	**Total through Buildout**
Spring Lake Specific Plan				
Single-Family	1,790	1,364	1,364	3,154
Multifamily	300	616	689	989
Total	**2,090**	**1,980**	**2,053**	**4,143**
SP-1				
Single-Family	0	1,390	2,512	2,512
Multifamily	0	548	925	925
Total	**0**	**1,938**	**3,437**	**3,437**
Other				
Single-Family	13,241	0	0	13,241
Infill Single Family	0	273	326	326
Multifamily	5,370	0	0	5,370
Infill Multifamily	0	29	374	374
Corridor Multifamily	0	157	1,133	1,133
Downtown Multifamily	0	375	762	762
Total	**18,611**	**834**	**2,595**	**21,206**
TOTAL	**20,701**	**4,752**	**8,085**	**28,786**

res by area

Source: City of Woodland

Table 8
2019 MPFP Nexus Study Update
Estimated Existing and Remaining Building Square Feet by Area

	Building Square Feet			
Item	Existing [1]	Growth through 2035 [2]	Growth through Buildout [3]	**Total through Buildout**
Spring Lake				
Retail	0	8,882	26,646	26,646
Service	0	4,783	14,348	14,348
Total	**0**	**13,665**	**40,994**	**40,994**
Other				
Retail	2,571,745	262,307	470,534	3,042,279
Service	612,675	289,215	524,648	1,137,323
Office	1,592,617	387,679	710,745	2,303,362
Industrial	12,907,184	1,704,221	3,124,406	16,031,590
Total	**17,684,221**	**2,643,422**	**4,830,333**	**22,514,554**
TOTAL	**17,684,221**	**2,657,087**	**4,871,327**	**22,555,548**

nonres by area

Source: City of Woodland

[1] See Table 9.
[2] Total Spring Lake bldg. sq. ft. = 45,549*30% development; split between retail and service 65%/35%. Other sq. ft. calculated as remaining square feet from Table 6 less Spring Lake square feet.
[3] Total Spring Lake bldg. sq. ft. = 45,549*90% development; split between retail and service 65%/35%. Other sq. ft. calculated as remaining square feet from Table 6 less Spring Lake square feet.

Table 9
2019 MPFP Nexus Study Update
Summary of Existing and Remaining Development

Item	Existing as of 7/1/07	1/1/08 to 6/5/18	Existing as of 6/5/18 [1]	Growth 2018-2035	Growth 2035+	Growth Total	Total 2035	Total Buildout
Residential Dwelling Units								
Single-Family								
Spring Lake	572	1,218	1,790	1,364	0	**1,364**	**3,154**	**3,154**
Other	NA	NA	13,241	1,663	1,175	**2,838**	**14,904**	**16,079**
Subtotal Single-Family			**15,031**	**3,027**	**1,175**	**4,202**	**18,058**	**19,233**
Multifamily								
Spring Lake	156	144	300	616	73	**689**	**916**	**989**
Other	NA	NA	5,370	1,109	2,085	**3,194**	**6,479**	**8,564**
Subtotal Multifamily			**5,670**	**1,725**	**2,158**	**3,883**	**7,395**	**9,553**
Total Units			**20,701**	**4,752**	**3,333**	**8,085**	**25,453**	**28,786**
Percentage of 2035 Dwelling Units			*81%*	*19%*				
Percentage of Buildout Dwelling Units			*72%*			*28%*		
Nonresidential Building Square Feet		**[2]**						
Retail	2,487,375	84,370	2,571,745	271,189	225,991	**497,180**	**2,842,934**	**3,068,925**
Service	521,209	91,466	612,675	293,998	244,998	**538,996**	**906,673**	**1,151,671**
Office	1,517,235	75,382	1,592,617	387,679	323,066	**710,745**	**1,980,296**	**2,303,362**
Industrial	12,354,890	552,294	12,907,184	1,704,221	1,420,185	**3,124,406**	**14,611,405**	**16,031,590**
	16,880,709	**803,512**	**17,684,221**	**2,657,087**	**2,214,240**	**4,871,327**	**20,341,308**	**22,555,548**
Percentage of 2035 Building Square Feet			87%	13%			**100%**	
Percentage of Buildout Building Square Feet			78%			22%		**100%**

dev

Source: City of Woodland

[1] Existing Single-Family and Multifamily Units:
Total from CA Department of Finance as of 1/1/18.
Spring Lake based on City building permit data.
Other estimated as Total less Spring Lake.
[2] Nonresidential building square feet from 2011-2018 building permits; 2008-2010 data missing.

Prepared by EPS 3/28/2019

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3. BACKBONE INFRASTRUCTURE AND PUBLIC FACILITY COSTS

Introduction

The MPFP Fee Program funds the cost of backbone infrastructure and public facilities required to serve new development in the City through 2035. These costs include estimated construction costs and outstanding debt service for improvement construction. In addition, the costs are adjusted to account for existing fund balances. Each MPFP Fee component is accounted for as a separate fund. For each component with a negative fund balance because of borrowing from other sources, the MPFP Fee-funded costs are increased by the amount of the fund balance. For each component with a positive fund balance, the MPFP Fee-funded costs are decreased by the fund balance.

Table 10 summarizes the MPFP Fee-Funded costs, including the improvement costs, debt service, and fund balance adjustments. In total, the MPFP Fees will fund approximately $104 million in costs.

Note that, in addition to the improvement types shown in **Table 10**, the MPFP Fee Program also includes Water, Storm Drainage, and Parks components. As detailed in **Chapter 1**, Water fees ae being eliminated from the MPFP Fee Program, Storm Drainage fees are not being updated in this report, and Parks fees are only being updated to account for changes in land uses and in DUE factors. As detailed in **Chapter 4**, the single-family Parks fees will remain at the current fee levels, and the multifamily fees will be updated based on relative DUE factors. Each improvement type included in **Table 10** is briefly described below:

- **Road Improvements:** expansion of existing roadway facilities, construction of new roadway facilities, and the preparation of related studies. Specific construction and expansion types include new streets, street widening, interchange improvements, traffic signal construction and modifications, intersection improvements, street calming facilities, and bike and pedestrian improvements.

- **Wastewater Facilities:** expansion and improvement of the existing wastewater treatment plant, as well as the preparation of related studies.

- **General City Facilities:** expansion of City buildings, including City Hall, the Civic Center, and the Municipal Services Center, as well as technology upgrades and the preparation of related planning studies.

- **Fire Facilities:** construction of two new fire stations in the southeast and northeast areas of the City that are needed to accommodate anticipated new development.

Table 10
2019 MPFP Nexus Study Update
MPFP-Funded Backbone Infrastructure and Public Facilities Cost Summary (2019 $) [1]

	MPFP Fee-Funded Costs through 2035			
Facility Type	Improvement Cost [2]	Plus Debt Service [3]	Fund Balance Adjustment [3]	**Net Cost**
Roads	$ 44,028,602	$ 0	$ 259,655	**$ 44,288,257**
Wastewater	$ 10,434,060	$ 14,710,654	$ 8,765,165	**$ 33,909,878**
General City	$ 5,695,515	$ 0	($ 1,106,643)	**$ 4,588,872**
Fire	$ 13,685,699	$ 954,597	$ 447,055	**$ 15,087,351**
Police	$ 1,950,534	$ 0	$ 1,799,721	**$ 3,750,256**
Library	$ 2,690,835	$ 0	($ 451,734)	**$ 2,239,101**
Total	**$ 78,485,245**	**$ 15,665,251**	**$ 9,713,219**	**$ 103,863,715**

mpfp cost

Source: City of Woodland and EPS

[1] Excludes Parks. Parks single family fees remain unchanged and other Parks fees calculated using relative DUE factors. Updated remaining Parks costs not estimated.
[2] See Table 11.
[3] See Table 14.

- **Police Facilities:** construction of a new communications facility and a new animal shelter, the acquisition of police vehicles and equipment, and development of a new communications and records management system.
- **Library Facilities:** expansion of the main library and of the library materials collection.

The improvement, debt service, and fund balance adjustment cost estimates shown in **Table 10** are detailed further in the remainder of this chapter.

Improvement Costs

In 2018, the City completed an updated MPFP Capital Improvement Plan (CIP) that serves as the basis of the MPFP Fee Program facilities requirements and improvement costs. **Table 11** details the MPFP costs and calculates the amounts attributable to new development through 2035 and included in the MPFP Fee Program. The steps employed in **Table 11** to calculate the MPFP Fee-funded costs are shown below.

Total Estimated Costs through 2035

1. For each improvement, the total cost remaining to fund is shown in 2018 dollars and 2019 dollars. The 2018 amounts were updated to 2019 amounts using the same 2.9 percentage increase as was used for the annual MPFP Fee increase in 2019. This increase was based on the annual change in the Engineering News-Record Construction Cost Index (CCI).
2. Each project is identified as having a Project Spread of either 2035 or Buildout. This Project Spread is used to determine the percent of total costs funded through 2035. For the projects with a 2035 Project Spread, it is assumed that 100 percent of the costs will be funded by 2035. For the projects with a Buildout Project Spread, it is assumed that only a percentage of the costs will be incurred through 2035. The percentage is based on the estimated percentage of buildout development, as measured by dwelling unit equivalents (DUEs), that occurs by 2035. The DUEs are detailed in the next chapter.
3. For each project, the 2019 cost from step 1 is multiplied by the percentage from step 2, resulting in the total improvement cost through 2035.

Costs Allocated to New Development

1. For each project, the City estimated the percentage of the total cost through 2035 that is attributable to new development. For most improvements, this percentage is based on the City's knowledge of the improvement and judgement as to how much should be allocated to new development. For General City, Police, and Library improvements that have less than a 100 percent allocation to new development, however, the percentage is equal to the percentage of estimated projected new DUEs as compared to total DUEs. **Table 12** details the calculation of the percentages, and **Table 13** provides backup for the estimated existing DUEs for each facility type. The projected new DUE estimates are detailed in the next chapter. Note that these percentages could be subject to updates in future MPFP Fee updates depending upon the scope of the improvements at the time.

Table 11
2019 MPFP Nexus Study Update
Estimated MPFP-Funded Facility Costs

			Total Estimated Costs through 2035				Costs Allocated to New Dev.			
Project No.	**Project Description**	**Project Spread**	Total Left to Fund *2018 $*	Total Left to Fund *2019 $*	Pct. through 2035	Total Cost through 2035	Pct..	Amount	**MPFP Fee Funded**	**Notes**
Percentage Increase [1]				*2.9%*						
Formula			*A*	*B=A*2.9%*	*C*	*D=B*C*	*E*	*D*E*		
General City Facilities										
City-1	City Hall Expansion/Civic Center Expansion	Buildout	$ 15,000,000	$ 15,435,000	60%	$ 9,261,000	14%	$ 1,296,540	$ 1,296,540	
City-5	Municipal Service Center Expansion	Buildout	$ 1,500,000	$ 1,543,500	60%	$ 926,100	100%	$ 926,100	$ 926,100	
City-6	Update Major Projects Financing Plan	2035	$ 525,000	$ 540,225	100%	$ 540,225	100%	$ 540,225	$ 540,225	
City-100	Network Infrastructure	2035	$ 100,000	$ 102,900	100%	$ 102,900	100%	$ 102,900	$ 102,900	
City-101	Planned System Upgrades/Major Process Enhancements	2035	$ 2,500,000	$ 2,572,500	100%	$ 2,572,500	14%	$ 360,150	$ 360,150	
City-103	General Plan and Zoning	2035	$ 3,000,000	$ 3,087,000	100%	$ 3,087,000	80%	$ 2,469,600	$ 2,469,600	
Subtotal General City Facilities			**$ 22,625,000**	**$ 23,281,125**		**$ 16,489,725**		**$ 5,695,515**	**$ 5,695,515**	
Fire Facilities										
Fire-2	Southeast Area Fire Station	2035	$ 12,000,000	$ 12,348,000	100%	$ 12,348,000	60%	$ 7,408,800	$ 7,408,800	
Fire-10	Southeast Area Fire Station (Phase 2)	Buildout	7,500,000	$ 7,717,500	61%	$ 4,707,675	40%	$ 1,883,070	$ 1,883,070	
Fire-106	Northeast Area Fire Station	Buildout	$ 6,999,999	$ 7,202,999	61%	$ 4,393,829	100%	$ 4,393,829	$ 4,393,829	
Subtotal Fire Facilities			**$ 26,499,999**	**$ 27,268,499**		**$ 21,449,504**		**$ 13,685,699**	**$ 13,685,699**	
Library: Facilities										
Lib-2	Main Library Expansion	2035	$ 6,500,000	$ 6,688,500	100%	$ 6,688,500	18%	$ 1,203,930	$ 1,203,930	
Lib-3	Material Collection	2035	$ 1,445,000	$ 1,486,905	100%	$ 1,486,905	100%	$ 1,486,905	$ 1,486,905	
Subtotal Library Facilities			**$ 7,945,000**	**$ 8,175,405**		**$ 8,175,405**		**$ 2,690,835**	**$ 2,690,835**	
Police Facilities										
Pol-2	800 MHZ System	Buildout	$ 3,375,750	$ 3,473,647	60%	$ 2,084,188	14%	$ 291,786	$ 291,786	
Pol-3	Police Vehicles	2035	$ 702,000	$ 722,358	100%	$ 722,358	100%	$ 722,358	$ 722,358	
Pol-101	Communications and Records Management CAD & Mobile System	2035	$ 1,700,000	$ 1,749,300	100%	$ 1,749,300	14%	$ 244,902	$ 244,902	
Pol-200	Communications Facility/YECA Facility	Buildout	$ 5,000,000	$ 5,145,000	60%	$ 3,087,000	14%	$ 432,180	$ 432,180	
Pol-204	Animal Shelter	Buildout	$ 3,000,000	$ 3,087,000	60%	$ 1,852,200	14%	$ 259,308	$ 259,308	
Subtotal Police Facilities			**$ 13,777,750**	**$ 14,177,305**		**$ 9,495,046**		**$ 1,950,534**	**$ 1,950,534**	
Wastewater Facilities										
Wste-106	Wastewater Collection, Treatment and Disposal Master Plan	Buildout	$ 500,000	$ 514,500	60%	$ 308,700	80%	$ 246,960	$ 246,960	
Wste-200	Aeration ditch #4 and RAS improvement	2035	$ 9,900,000	$ 10,187,100	100%	$ 10,187,100	100%	$ 10,187,100	$ 10,187,100	
Subtotal Wastewater Facilities			**$ 10,400,000**	**$ 10,701,600**		**$ 10,495,800**		**$ 10,434,060**	**$ 10,434,060**	
Water Facilities (combined with Surface Water development fee)			**$ 0**	**$ 0**		**$ 0**		**$ 0**	**$ 0**	

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Table 11
2019 MPFP Nexus Study Update
Estimated MPFP-Funded Facility Costs

			Total Estimated Costs through 2035				Costs Allocated to New Dev.			
Project No.	**Project Description**	**Project Spread**	Total Left to Fund *2018 $*	Total Left to Fund *2019 $*	Pct. through 2035	Total Cost through 2035	Pct..	Amount	**MPFP Fee Funded**	**Notes**
Percentage Increase [1]				*2.9%*						
Formula			*A*	*B=A*2.9%*	*C*	*D=B*C*	*E*	*D*E*		
Road Improvements										
New Street Construction										
NSC-103	Construct Parkland Ave. from Matmor Rd. to East St.	Buildout	$ 6,914,000	$ 7,114,506	62%	$ 4,426,646	50%	$ 2,213,323	$ 2,213,323	
Subtotal New Street Construction			**$ 6,914,000**	**$ 7,114,506**		**$ 4,426,646**		**$ 2,213,323**	**$ 2,213,323**	
Street Widening										
SW-1(A)	Widen Kentucky Ave. from East St. to College St.	2035	$ 5,908,000	$ 6,079,332	100%	$ 6,079,332	100%	$ 6,079,332	$ 2,237,046	
SW-1(B)	Widen Kentucky Ave. between College St. and West St.	2035	$ 5,291,000	$ 5,444,439	100%	$ 5,444,439	100%	$ 5,444,439	$ 2,237,046	
SW-105	East Main St./Pioneer Ave. Intersection	Buildout	$ 435,000	$ 447,615	62%	$ 278,506	100%	$ 278,506	$278,506	
SW-106	East Main St./CR 102 Intersection	Buildout	$ 499,400	$ 513,883	62%	$ 319,738	100%	$ 319,738	$319,738	
SW-107	East Main St./Northbound I-5 off ramp Intersection	Buildout	$ 193,400	$ 199,009	62%	$ 123,823	100%	$ 123,823	$123,823	
SW-2	Gibson frontage improvements, MPFP share (needs to be added to cap bud)	2035	$ 119,000	$ 122,451	100%	$ 122,451	100%	$ 122,451	$122,451	
SW-202	Widen east side of CR 102 between Gibson Rd. and Farmer's Central Rd. (plus transition)	2035	$ 1,663,000	$ 1,711,227	100%	$ 1,711,227	100%	$ 1,711,227	$1,711,227	
SW-204	Widen west side of CR 102 between Gibson Rd. and Farmers Central Rd. (plus transition)	2035	$ 2,000,000	$ 2,058,000	100%	$ 2,058,000	100%	$ 2,058,000	$2,058,000	
SW-205	E Beamer St./CR 102 intersection modifications	Buildout	$ 239,300	$ 246,240	62%	$ 153,210	100%	$ 153,210	$153,210	
SW-206	E Main St./East St. intersection modifications	Buildout	$ 675,500	$ 695,090	62%	$ 432,485	100%	$ 432,485	$432,485	
SW-207	E Main St./SB SR 113 intersection modifications	Buildout	$ 368,400	$ 379,084	62%	$ 235,866	100%	$ 235,866	$235,866	
SW-208	Gibson Rd./East St. intersection modifications	Buildout	$ 2,061,000	$ 2,120,769	62%	$ 1,319,542	100%	$ 1,319,542	$1,319,542	
SW-300	Widen CR 102 between E Main St. and Beamer St.	Buildout	$ 1,400,000	$ 1,440,600	62%	$ 896,341	100%	$ 896,341	$896,341	
SW-301	Widen CR 102 between Beamer St. and Kentucky Ave.	Buildout	$ 2,800,000	$ 2,881,200	62%	$ 1,792,683	100%	$ 1,792,683	$ 0	
Subtotal Street Widening			**$ 23,653,000**	**$ 24,338,937**		**$ 20,967,643**		**$ 20,967,643**	**$ 12,125,282**	
Transportation Planning										
TP-1	Update Master Plan/update traffic model	2035	$ 400,000	$ 411,600	100%	$ 411,600	100%	$ 411,600	$ 411,600	
TP-2	Update Bikeway Plan	2035	$ 200,000	$ 205,800	100%	$ 205,800	100%	$ 205,800	$ 205,800	
TP-3	Misc. Corridor, Feasibility & Planning Studies	2035	$ 680,000	$ 699,720	100%	$ 699,720	100%	$ 699,720	$ 699,720	
Subtotal Transportation Planning			**$ 1,280,000**	**$ 1,317,120**		**$ 1,317,120**		**$ 1,317,120**	**$ 1,317,120**	
Interchanges Grade Sep										
IGS-1	Expand the I-5/CR 102 interchange	Buildout	$ 16,119,000	$ 16,586,451	62%	$ 10,320,090	67%	$ 6,879,372	$ 6,879,372	New dev. pct. could be
IGS-100	Construct I-5/SR 113 Freeway to Freeway Connectors	Buildout	$ 60,000,000	$ 61,740,000	62%	$ 38,414,628	9%	$ 3,500,000	$ 3,500,000	100%, but City lowered
IGS-102	SR 113 Pedestrian/Bicycle Overcrossing	2035	$ 4,500,000	$ 4,630,500	100%	$ 4,630,500	30%	$ 1,389,150	$ 1,389,150	pct. because of policy or
IGS-103	Expand the SR 113/CR 25A Interchange	2035	$ 12,750,000	$ 13,119,750	100%	$ 13,119,750	25%	$ 3,279,938	$ 3,279,938	other funding sources.
Subtotal Interchanges Grade Sep			**$ 93,369,000**	**$ 96,076,701**		**$ 66,484,968**		**$ 15,048,459**	**$ 15,048,459**	

Table 11
2019 MPFP Nexus Study Update
Estimated MPFP-Funded Facility Costs

Project No.	**Project Description**	**Project Spread**	**Total Estimated Costs through 2035** Total Left to Fund *2018 $*	Total Left to Fund *2019 $*	Pct. through 2035	Total Cost through 2035	**Costs Allocated to New Dev.** Pct..	Amount	**MPFP Fee Funded**	**Notes**
Percentage Increase [1]				*2.9%*						
Formula			*A*	*B=A*2.9%*	*C*	*D=B*C*	*E*	*D*E*		
New Traffic Signals										
NTS-9	Install traffic signal at Lincoln Ave. and California St.	Buildout	$ 470,000	$ 483,630	62%	$ 300,915	100%	$ 300,915	$ 300,915	
NTS-10	Install traffic signal at Beamer St. and California St.	2035	$ 470,000	$ 483,630	100%	$ 483,630	100%	$ 483,630	$ 483,630	
NTS-12	Install traffic signal at Lincoln Ave. and Cottonwood St.	Buildout	$ 470,000	$ 483,630	62%	$ 300,915	100%	$ 300,915	$ 300,915	
NTS-13	Install traffic signal at Cottonwood St. and Beamer St.	2035	$ 470,000	$ 483,630	100%	$ 483,630	100%	$ 483,630	$ 483,630	
NTS-20	Install traffic signal at Kentucky Ave. and Cottonwood St.	2035	$ 470,000	$ 483,630	100%	$ 483,630	100%	$ 483,630	$ 483,630	
NTS-24	Install traffic signal at Gibson Rd. and CR 98	Buildout	$ 470,000	$ 483,630	62%	$ 300,915	100%	$ 300,915	$ 300,915	
NTS-101	Install traffic signal at Farnham Ave. and Maxwell Ave.	Buildout	$ 470,000	$ 483,630	62%	$ 300,915	100%	$ 300,915	$ 300,915	
NTS-102	Install traffic signal at Kincheloe Dr. and Maxwell Ave.	Buildout	$ 470,000	$ 483,630	62%	$ 300,915	100%	$ 300,915	$ 300,915	
NTS-107	Install traffic signal at Kentucky Ave. and CR 102	2035	$ 470,000	$ 483,630	100%	$ 483,630	100%	$ 483,630	$ 483,630	
NTS-109	Install traffic signal at Palm Ave. and Kentucky Ave.	Buildout	$ 470,000	$ 483,630	62%	$ 300,915	100%	$ 300,915	$ 300,915	
NTS-114	Install traffic signal at East Main St./Douglas Ave.	Buildout	$ 470,000	$ 483,630	62%	$ 300,915	100%	$ 300,915	$ 300,915	
NTS-200	Install traffic signal at College St. and Cross St.	Buildout	$ 470,000	$ 483,630	62%	$ 300,915	100%	$ 300,915	$ 300,915	
NTS-202	Traffic signal at Ashley Ave. and Gibson Rd.	Buildout	$ 470,000	$ 483,630	62%	$ 300,915	100%	$ 300,915	$ 300,915	
NTS-203	Traffic signal at E Main St. and Freeway Dr.	2035	$ 470,000	$ 483,630	100%	$ 483,630	100%	$ 483,630	$ 483,630	
NTS-204	Traffic signal at Kentucky Ave. and Cleveland St.	2035	$ 470,000	$ 483,630	100%	$ 483,630	100%	$ 483,630	$ 483,630	
NTS-300	Traffic signal at E Gibson Rd./Harry Lorenzo Ave.	2035	$ 800,000	$ 823,200	100%	$ 823,200	100%	$ 823,200	$ 823,200	
Subtotal New Traffic Signals			**$ 7,850,000**	**$ 8,077,650**		**$ 6,433,211**		**$ 6,433,211**	**$ 6,433,211**	
Traffic Signal Modifications										
TSM-201	Signal modifications at East Gibson Rd and Matmor Rd.	2035	$ 180,000	$ 185,220	100%	$ 185,220	100%	$ 185,220	$ 185,220	
TSM-202	Signal Modifications, provide protected left turns	Buildout	$ 2,350,000	$ 2,418,150	62%	$ 1,504,573	100%	$ 1,504,573	$ 1,504,573	
TSM-203	Citywide TIS improvements	2035	$ 2,300,000	$ 2,366,700	100%	$ 2,366,700	100%	$ 2,366,700	$ 2,366,700	
Subtotal Traffic Signal Modifications			**$ 4,830,000**	**$ 4,970,070**		**$ 4,056,493**		**$ 4,056,493**	**$ 4,056,493**	
Spot Intersection Improvements										
SII-100	School Related Crossing Improvements	2035	$ 2,559,999	$ 2,634,239	100%	$ 2,634,239	15%	$ 395,136	$ 395,136	
Subtotal Spot Intersection Improvements			**$ 2,559,999**	**$ 2,634,239**		**$ 2,634,239**		**$ 395,136**	**$ 395,136**	
Public Works Street Calming										
TC-200	Traffic calming on the Maxwell/Farnham/Gum corridor	Buildout	$ 384,000	$ 395,136	62%	$ 245,854	100%	$ 245,854	$ 245,854	
TC-201	Traffic calming - general	2035	$ 640,000	$ 658,560	100%	$ 658,560	100%	$ 658,560	$ 658,560	
Subtotal Public Works Street Calming			**$ 1,024,000**	**$ 1,053,696**		**$ 904,414**		**$ 904,414**	**$ 904,414**	

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Table 11
2019 MPFP Nexus Study Update
Estimated MPFP-Funded Facility Costs

Project No.	Project Description	Project Spread	Total Estimated Costs through 2035: Total Left to Fund *2018 $*	Total Left to Fund *2019 $*	Pct. through 2035	Total Cost through 2035	Costs Allocated to New Dev.: Pct..	Amount	MPFP Fee Funded	Notes
Percentage Increase [1]				*2.9%*						
Formula			*A*	*B=A*2.9%*	*C*	*D=B*C*	*E*	*D*E*		
Bike/Pedestrian										
BPF-1	Add bike routes to system	2035	$ 957,000	$ 984,753	100%	$ 984,753	30%	$ 295,426	$ 295,426	
BPF-200	Pedestrian/Bicycle crossing improvements	2035	$ 256,000	$ 263,424	100%	$ 263,424	100%	$ 263,424	$ 210,739	
BPF-201	Construct sidewalk on south side of Gibson from east of Matmor to SR 113 northbound ramps	2035	$ 320,000	$ 329,280	100%	$ 329,280	100%	$ 329,280	$ 329,280	
Subtotal Bike/Pedestrian			**$ 1,533,000**	**$ 1,577,457**		**$ 1,577,457**		**$ 888,130**	**$ 835,445**	
Traffic Engineering Services										
TES-100	Traffic Engineering Services-annual	2035	$ 679,999	$ 699,719	100%	$ 699,719	100%	$ 699,719	$ 699,719	
Subtotal Traffic Engineering Services			**$ 679,999**	**$ 699,719**		**$ 699,719**		**$ 699,719**	**$ 699,719**	
Subtotal Road Improvements			**$ 143,692,998**	**$ 147,860,095**		**$ 109,501,909**		**$ 52,923,648**	**$ 44,028,602**	
GRAND TOTAL			**$ 224,940,747**	**$ 231,464,029**		**$ 175,607,390**		**$ 87,380,292**	**$ 78,485,245**	

cost detail

Source: City of Woodland

[1] Percentage increase equal to the percentage increase in the MPFP Fee from 2018 to 2019, which was based on the change in the CCI.

Table 12
2019 MPFP Nexus Study Update
Existing and New DUEs Summary - General City, Police, and Library

Improvement Type	Existing DUEs	2035 DUEs New	2035 DUEs Total	2035 DUEs Existing Pct.	2035 DUEs New Pct.
Formula	*A*	*B*	*C=A+B*	*A/C*	*B/C*
General City	33,262	5,378	**38,640**	86%	14%
Police	33,262	5,378	**38,640**	86%	14%
Library	19,284	4,204	**23,488**	82%	18%

due pct

25

Source: City of Woodland and EPS

Table 13
2019 MPFP Nexus Study Update
Existing DUEs - General City, Police, and Library

		General City		Police		Library	
Land Use Category	**Existing Units/ Bldg. Sq. Ft.**	DUE Factor	Existing DUEs	DUE Factor	Existing DUEs	DUE Factor	Existing DUEs
Formula	*A*	*B*	*A*B*	*C*	*A*C*	*D*	*A*D*
Residential	*units*	*per unit*		*per unit*		*per unit*	
Single-Family	15,031	1.00	15,031	1.00	15,031	1.00	15,031
Multifamily	5,670	0.75	4,253	0.75	4,253	0.75	4,253
Subtotal	**20,701**		**19,284**		**19,284**		**19,284**
Nonresidential	*bldg. sq. ft.*	*per 1,000 sq. ft.*		*per 1,000 sq. ft.*			
Retail	2,571,745	0.67	3,740	0.67	3,740	NA	0
Service	612,675	0.67	981	0.67	981	NA	0
Office	1,592,617	0.83	1,637	0.83	1,637	NA	0
Industrial	12,907,184	0.28	7,621	0.28	7,621	NA	0
Subtotal	**17,684,221**		**13,978**		**13,978**		**0**
TOTAL			**33,262**		**33,262**		**19,284**
2035 Percentage of Total							

e dues

Source: City of Woodland and EPS

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2. The percentage from the previous step is multiplied by the total estimated cost through 2035 resulting in the total cost through 2035 that is attributable to new development.

3. For most improvements, the MPFP Fee-Funded cost is equal to the estimated cost attributable to new development. For some Road improvements, however, a portion of the new development costs are funded by other sources.

4. For each improvement type, costs are summed across improvements to result in the total estimated costs by improvement type. As detailed in **Table 11** and summarized in **Table 10**, the MPFP Fee-Funded costs total an estimated $78.5 million.

Outstanding Debt Service and Fund Balances

As discussed at the beginning of this chapter, the MPFP Fee-Funded costs include outstanding debt service and fund balance adjustments for each improvement type in addition to the improvement costs. **Table 14** details the MPFP Fee-Funded debt service and fund balance adjustments. This table includes two sections. The first section shows the total debt service and fund balance adjustments by improvement type. The second section shows the amount that is allocated to new development through 2035 and included in the MPFP Fee Program. In total, the MPFP Fee Program includes an estimated $15.7 million of outstanding debt service and $9.7 million in fund balance costs.

Debt Service

The City has issued both wastewater and fire bonds, for which there is outstanding debt service. **Appendix A** provides the detailed debt service calculations. For each bond, the annual remaining debt service is detailed, and the present value of the remaining debt service is calculated to estimate the total remaining debt service in 2019 dollars. The total debt service amounts shown on **Table 14** reflect the present value estimates from **Appendix A**.

Sixty percent of the total Wastewater debt service on **Table 14** is allocated to new development through 2035 based on the percentage of total remaining Wastewater DUEs estimated to develop through 2035. This percentage reduction is applied because the bond-funded Wastewater improvements will benefit development through full City buildout, not just development through 2035. The DUE estimates are detailed in the next chapter.

One hundred percent of the total Fire debt service on **Table 14** is allocated to new development because the bond-funded Fire improvements are needed to serve new development through 2035.

Fund Balance Adjustments

As discussed earlier in this chapter, a negative current fund balance results in an increase to the MPFP costs, and a positive fund balance results in a decrease to the MPFP costs. As with the debt service, for each improvement type, either all of the fund balance adjustment or a specific percentage of it is allocated to new development through 2035 and included in the MPFP Fee-Funded costs.

Table 14
2019 MPFP Nexus Study Update
Debt Service and Fund Balances Funded by Development through 2035 [1]

Facility Type	Total Debt Service and Fund Balance Costs: Debt Service [2]	Fund Balance Adjustment	Total	Allocation to Development through 2035: Percentage [2]	Debt Service	Fund Balance Adjustment	Total
Roads	$ 0	$ 259,655	**$ 259,655**	100%	$ 0	$ 259,655	**$ 259,655**
Wastewater	$ 24,517,756	$ 14,608,608	**$ 39,126,364**	60%	$ 14,710,654	$ 8,765,165	**$ 23,475,818**
General City	$ 0	($ 1,106,643)	**($ 1,106,643)**	100%	$ 0	($ 1,106,643)	**($ 1,106,643)**
Fire	$ 954,597	$ 447,055	**$ 1,401,652**	100%	$ 954,597	$ 447,055	**$ 1,401,652**
Police	$ 0	$ 2,999,536	**$ 2,999,536**	60%	$ 0	$ 1,799,721	**$ 1,799,721**
Library	$ 0	($ 451,734)	**($ 451,734)**	100%	$ 0	($ 451,734)	**($ 451,734)**
Total	**$ 25,472,353**	**$ 16,756,476**	**$ 42,228,829**		**$ 15,665,251**	**$ 9,713,219**	**$ 25,378,470**

ds bal

Source: City of Woodland and EPS

[1] Excludes Parks. Parks costs not estimated.
[2] See Table A-1 for wastewater debt service and Table A-2 for fire debt service.
[3] 100% for improvements sized for 2035; ratio of 2035 to buildout DUEs for improvements generally sized for buildout. See Table 16.

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For improvement types where most of the improvements are needed to facilitate development through 2035, 100 percent of the fund balance adjustment is allocated to new development through 2035, whereas for improvement types where most of the improvements will benefit development through buildout, a lesser percentage is allocated to new development through 2035. One hundred percent of the fund balance adjustments are allocated to new development through 2035 for all facility types except Wastewater and Police facilities. For these two facility types, the percentage of the total costs allocated to new development through 2035 is based on the percentage of total remaining DUEs estimated to develop through 2035. The DUE estimates are detailed in the next chapter.

4. COST ALLOCATION AND MPFP FEE UPDATE

Introduction

For each improvement type, the MPFP Fees are estimated by allocating MPFP Fee-Funded costs (detailed in the previous chapter) to the various land uses based on each land use's relative demand for the improvement type. In addition, the City charges an administration fee to administer the MPFP Fee Program. The proposed MPFP Fees, including the administration fee, were summarized in **Table 1** in the first chapter.

The specific steps in allocating the costs and estimating the fees for each improvement type are outlined below:

1. Determine the MPFP Fee Program costs. These costs were detailed in the previous chapter.
2. Determine the Dwelling Unit Equivalent (DUE) factor for each land use that serves as a measure of demand placed on the improvement relative to the demand of a single-family dwelling unit.
3. For each land use, multiply the DUE factor by the number of remaining dwelling units or nonresidential building square feet to derive the total facility demand, measured by total DUEs.
4. Use the DUE estimates from step 3 to calculate the percentage distribution of total demand across land uses.
5. Allocate the improvement costs to the individual land uses based on each land use's percentage of total facility demand.
6. For each land use, divide the allocated cost by the number of dwelling units or building square feet to determine the fee per unit or square foot.

Summary of Results

The DUE factors, total DUEs, and cost allocation results for all improvement types are summarized in **Tables 15** through **17**.

DUE Factors

Table 15 summarizes the DUE factors by improvement type and land use. Both the basis for the DUE factors and the actual DUE factors are shown in **Table 15**.

For each improvement type, the cost allocation methodology is consistent with the methodology used in the 2008 Nexus Study Update, but some of the DUE Factors have changed because of changes made by the City to underlying assumptions used in estimating the DUE factors. As most of the underlying assumptions have not been updated since the early 2000s, the City evaluated current market conditions and compared City assumptions to common assumptions throughout the region to determine reasonable updates to the analysis assumptions.

Table 15
2019 MPFP Nexus Study Update
Summary of Dwelling Unit Equivalent Factors

Land Use Category	Roads	Wastewater	General City	Fire	Police	Library	Parks & Recreation
Source:	Table 18	Table 20	Table 22	Table 24	Table 26	Table 28	Table 30
DUE Factor Basis	Vehicle Miles Travelled	Gallons per Day	Population/ Employees	Population/Employees & Building Square Feet	Population/ Employees	Population	Population
Residential				per dwelling unit			
Single-Family	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Infill Single-Family	0.67	1.00	1.00	1.00	1.00	1.00	1.00
Multifamily	0.41	0.75	0.75	0.60	0.75	0.75	0.75
Small Multifamily	0.41	0.50	0.50	0.40	0.50	0.50	0.50
Infill Multifamily	0.27	0.72	0.72	0.58	0.72	0.72	0.72
Small Infill Multifamily	0.27	0.50	0.50	0.40	0.50	0.50	0.50
Corridor Multifamily	0.25	0.72	0.72	0.58	0.72	0.72	0.72
Small Corridor Multifamily	0.25	0.50	0.50	0.40	0.50	0.50	0.50
Downtown Multifamily	0.22	0.72	0.72	0.58	0.72	0.72	0.72
Small Downtown Multifamily	0.22	0.50	0.50	0.40	0.50	0.50	0.50
Nonresidential				per 1,000 building square feet			
Retail	1.24	0.41	0.67	0.58	0.67	NA	NA
Service	0.88	0.41	0.67	0.58	0.67	NA	NA
Office	0.66	0.24	0.83	0.67	0.83	NA	NA
Industrial	0.51	0.46	0.28	0.39	0.28	NA	NA

due sum

Source: City of Woodland and EPS

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The changes made by the City are detailed in the remainder of this section.

Persons per Household

The multifamily factor was updated, and factors were established for the new multifamily land use categories as shown in the table below. An analysis of multifamily persons per household assumptions used for new development by similar jurisdictions in the region resulted in factors that generally ranged from 1.75 to 2.25 persons per household. Therefore, the City reduced its standard multifamily factor from 2.50 to 2.25 persons per household and assumed correspondingly fewer persons per household for the other smaller multifamily unit types. The persons per household factors are used in the cost allocations for all improvement types except Roads. The changes result in multifamily MPFP Fees that are lower relative to the single-family fees than in the previous study.

Persons per Household

Land Use	2008 Nexus Study Update	2019 Nexus Study Update
Multifamily	2.50	2.25
Small Multifamily	NA	1.50
Small Infill Multifamily	NA	1.50
Small Corridor Infill Multifamily	NA	1.50
Infill Multifamily	NA	2.15
Corridor Infill Multifamily	NA	2.15
Downtown Multifamily	NA	2.15

Square Feet per Employee

Adjustments were made to square feet per employee factors for all nonresidential uses as shown in the table below. These changes were based on a review of assumptions used by other jurisdictions in the region and on the type of expected development. The most significant change was made for Industrial development, as it is anticipated that new Industrial development will tend to be include more office space, resulting in fewer square feet per employee. The square feet per employee factors are used in the General City, Fire, and Police cost allocations.

Square Feet per Employee

Land Use	2008 Nexus Study Update	2019 Nexus Study Update
Retail	400	500
Service	444	500
Office	350	400
Industrial	1,600	1,200

Floor to Area Ratio and Wastewater Gallons per Day

Adjustments were made to Floor to Area Ratios (FARs) for all nonresidential uses except Industrial as shown in the table below. These changes were based on a review of assumptions used by other jurisdictions in the region and on the type of expected development. It is expected that new development will be designed with a more efficient use of space, resulting in higher FARs. The FARs are used only in the Wastewater cost allocations.

In addition, the City evaluated typical development for the Service industry and concluded that Service development was similar to Office and Retail development in terms of wastewater generation. Consequently, the City modified the gallons per day (GPD) assumption for the Service land use category from 1,500 GPD to 1,200 GPD, to be consistent with the Retail and Office factors. These changes resulted in identical Wastewater cost allocation factors for Retail and Service uses, a lower Office factor, and no change in the Industrial factor.

FAR

Land Use	2008 Nexus Study Update	2019 Nexus Study Update
Retail	0.25	0.30
Service	0.25	0.30
Office	0.30	0.50
Industrial	0.40	0.40

Road Cost Allocation Factors

The City made some changes to the Roads cost allocation assumptions as shown below.

<u>PM Peak Trip Rates</u>

The multifamily trip rates were all changed to 0.50 based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 10^{th} Edition. These changes represent a decrease from the multifamily rate of 0.89 assumed in the 2008 Nexus Study Update. The trip rate for single-family uses is based on the City Travel Demand model and was not changed.

Trip Lengths

The trip lengths for Infill, Corridor, and Downtown uses (and the corresponding Small uses) are two-thirds of the greenfield trip length based on their locations that are closer to the center of town.

Mode Split

Mode Split was added as a factor in the Roads cost allocation. The Mode Split percentage represents the percentage of trips that are by automobile vs. another form of transportation such as bus, pedestrian, or bicycle. The Mode Split percentage was set to 100 percent for all uses except the Corridor and Downtown uses, which were assumed to have Mode Split percentages of 90 percent and 80 percent respectively. These percentages result in proportionate reductions of in the cost allocation factors for Corridor and Downtown land uses.

Total DUEs

Table 16 summarizes the total new DUEs projected for 2035 and buildout by improvement type and land use. For each improvement type, the 2035 DUEs as a percentage of buildout DUEs is also shown. This percentage was used in the previous chapter to estimate costs through 2035 for improvements with a buildout time frame.

Cost Allocation

Table 17 summarizes the cost allocations by improvement type and land use. The residential values are expressed per dwelling unit, and the nonresidential values are expressed per 1,000 building square feet. These values are equivalent to the proposed MPFP Fees by component.

Cost Allocation by Component

The remainder of this chapter details the cost allocation for each MPFP Fee component.

Roads

Table 18 details the DUE factors for Road improvements. The DUE factors are established using vehicle miles traveled to measure relative demand by land use. For each land use, the vehicle miles traveled are calculated as a combination of an estimated trip rate, percentage of total trips made by automobile, trip length, and percentage of trips considered to be newly originated trips. As expected, land use types with more people per dwelling unit or nonresidential building square foot tend to have higher DUE factors. In addition, the DUE factors for dwelling units in the Downtown, Corridor, and Infill areas have shorter assumed trip lengths, resulting in lower DUE factors. Development in the Downtown and Corridor areas are also assumed to have some trips that are not by automobile, also leading to lower DUE factors.

Table 19 details the Roads cost allocation using the DUE factors from **Table 18** and the methodology outlined at the beginning of this chapter.

Table 16
2019 MPFP Nexus Study Update
Summary of DUEs

Land Use Category	Units/Bldg. Sq. Ft. 2035	Units/Bldg. Sq. Ft. Buildout	Roads DUE Factor	Roads 2035 DUEs	Roads Buildout DUEs	Wastewater DUE Factor	Wastewater 2035 DUEs	Wastewater Buildout DUEs	General City DUE Factor	General City 2035 DUEs	General City Buildout DUEs
Formula	a	b	*c*	*a*c*	*b*c*	*d*	*a*d*	*b*d*	*e*	*a*e*	*b*e*
Residential	*units*	*units*	*per unit*			*per unit*			*per unit*		
Single-Family	2,754	3,876	1.00	2,754	3,876	1.00	2,754	3,876	1.00	2,754	3,876
Infill Single-Family	273	326	0.67	182	217	1.00	273	326	1.00	273	326
Multifamily	990	1,372	0.41	406	562	0.75	743	1,029	0.75	743	1,029
Small Multifamily	174	242	0.41	71	99	0.50	87	121	0.50	87	121
Infill Multifamily	29	206	0.27	8	56	0.72	21	148	0.72	21	148
Small Infill Multifamily	0	168	0.27	0	46	0.50	0	84	0.50	0	84
Corridor Multifamily	82	623	0.25	20	153	0.72	59	446	0.72	59	446
Small Corridor Multifamily	75	510	0.25	18	125	0.50	38	255	0.50	38	255
Downtown Multifamily	200	417	0.22	44	91	0.72	143	299	0.72	143	299
Small Downtown Multifamily	175	345	0.22	38	75	0.50	88	173	0.50	88	173
Subtotal	**4,752**	**8,085**		**3,542**	**5,302**		**4,204**	**6,756**		**4,204**	**6,756**
Nonresidential	*bldg. sq. ft.*	*bldg. sq. ft.*	*per 1,000 sq. ft.*			*per 1,000 sq. ft.*			*per 1,000 sq. ft.*		
Retail	271,189	497,180	1.24	337	617	0.41	111	203	0.67	181	331
Service	293,998	538,996	0.88	260	476	0.41	120	220	0.67	196	359
Office	387,679	710,745	0.66	257	471	0.24	95	174	0.83	323	592
Industrial	1,704,221	3,124,406	0.51	871	1,596	0.46	782	1,435	0.28	473	868
Subtotal	**2,657,087**	**4,871,327**		**1,724**	**3,161**		**1,108**	**2,031**		**1,173**	**2,151**
TOTAL				**5,266**	**8,463**		**5,312**	**8,788**		**5,378**	**8,907**
2035 Percentage of Total				**62%**			**60%**			**60%**	

Source: City of Woodland and EPS

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Table 16
2019 MPFP Nexus Study Update
Summary of DUEs

Land Use Category	Fire			Police			Library		
	DUE Factor	2035 DUEs	**Buildout DUEs**	**DUE Factor**	2035 DUEs	**Buildout DUEs**	**DUE Factor**	2035 DUEs	**Buildout DUEs**
Formula	*f*	*a*f*	*b*f*	*g*	*a*g*	*b*g*	*h*	*a*h*	*b*h*
Residential	*per unit*			*per unit*			*per unit*		
Single-Family	1.00	2,754	3,876	1.00	2,754	3,876	1.00	2,754	3,876
Infill Single-Family	1.00	273	326	1.00	273	326	1.00	273	326
Multifamily	0.60	594	823	0.75	743	1,029	0.75	743	1,029
Small Multifamily	0.40	70	97	0.50	87	121	0.50	87	121
Infill Multifamily	0.58	17	120	0.72	21	148	0.72	21	148
Small Infill Multifamily	0.40	0	67	0.50	0	84	0.50	0	84
Corridor Multifamily	0.58	48	363	0.72	59	446	0.72	59	446
Small Corridor Multifamily	0.40	30	204	0.50	38	255	0.50	38	255
Downtown Multifamily	0.58	117	243	0.72	143	299	0.72	143	299
Small Downtown Multifamily	0.40	70	138	0.50	88	173	0.50	88	173
Subtotal		**3,972**	**6,258**		**4,204**	**6,756**		**4,204**	**6,756**
Nonresidential	*per 1,000 sq. ft.*			*per 1,000 sq. ft.*			*per 1,000 sq. ft.*		
Retail	0.58	158	290	0.67	181	331		0	0
Service	0.58	171	314	0.67	196	359		0	0
Office	0.67	258	474	0.83	323	592		0	0
Industrial	0.39	663	1,215	0.28	473	868		0	0
Subtotal		**1,251**	**2,293**		**1,173**	**2,151**		**0**	**0**
TOTAL		**5,223**	**8,551**		**5,378**	**8,907**		**4,204**	**6,756**
2035 Percentage of Total		**61%**			**60%**			**62%**	

due sum2

Source: City of Woodland and EPS

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Table 17
2019 MPFP Nexus Study Update
Cost Allocation Summary

Land Use Category	Roads	Wastewater	General City	Fire	Police	Library	Parks Spring Lake	Parks Other
Source:	Table 19	Table 21	Table 23	Table 25	Table 27	Table 29	Table 31	Table 32
Residential				*per dwelling unit*				
Single-Family	$ 8,411	$ 6,383	$ 853	$ 2,889	$ 697	$ 533	$ 4,330	$ 7,872
Infill Single-Family	$ 5,607	$ 6,383	$ 853	$ 2,889	$ 697	$ 533	NA	$ 7,872
Multifamily	$ 3,447	$ 4,787	$ 640	$ 1,733	$ 523	$ 399	$ 3,248	$ 5,904
Small Multifamily	$ 3,447	$ 3,192	$ 427	$ 1,155	$ 349	$ 266	$ 2,165	$ 3,936
Infill Multifamily	$ 2,298	$ 4,575	$ 612	$ 1,685	$ 500	$ 382	NA	$ 5,642
Small Infill Multifamily	$ 2,298	$ 3,192	$ 427	$ 1,155	$ 349	$ 266	NA	$ 3,936
Corridor Multifamily	$ 2,068	$ 4,575	$ 612	$ 1,685	$ 500	$ 382	NA	$ 5,642
Small Corridor Multifamily	$ 2,068	$ 3,192	$ 427	$ 1,155	$ 349	$ 266	NA	$ 3,936
Downtown Multifamily	$ 1,838	$ 4,575	$ 612	$ 1,685	$ 500	$ 382	NA	$ 5,642
Small Downtown Multifamily	$ 1,838	$ 3,192	$ 427	$ 1,155	$ 349	$ 266	NA	$ 3,936
Nonresidential				*per 1,000 building square feet*				
Retail	$ 10,445	$ 2,605	$ 569	$ 1,685	$ 465	NA	NA	NA
Service	$ 7,429	$ 2,605	$ 569	$ 1,685	$ 465	NA	NA	NA
Office	$ 5,577	$ 1,563	$ 711	$ 1,926	$ 581	NA	NA	NA
Industrial	$ 4,297	$ 2,931	$ 237	$ 1,123	$ 194	NA	NA	NA

alloc sum

Source: City of Woodland and EPS

Table 18
2019 MPFP Nexus Study Update
Dwelling Unit Equivalent Factors - Roads

Land Use Category	PM Peak Hour Trip Rate [1]	Mode Split (Auto Trips %)	Trip Length (Miles) [2]	Percentage of New Trips [3]	VMT per Unit or 1,000 Bldg. Sq. Ft. [4]	DUE Factor
Formula	*A*	*B*	*C*	*D*	*E=A*B*C*D*	*E/E for single fam.*
Residential	per unit				per unit	per unit
Single-Family	1.22	100%	3.17	100%	3.87	1.00
Infill Single-Family	1.22	100%	2.11	100%	2.58	0.67
Multifamily	0.50	100%	3.17	100%	1.59	0.41
Small Multifamily	0.50	100%	3.17	100%	1.59	0.41
Infill Multifamily	0.50	100%	2.11	100%	1.06	0.27
Small Infill Multifamily	0.50	100%	2.11	100%	1.06	0.27
Corridor Multifamily	0.50	90%	2.11	100%	0.95	0.25
Small Corridor Multifamily	0.50	90%	2.11	100%	0.95	0.25
Downtown Multifamily	0.50	80%	2.11	100%	0.85	0.22
Small Downtown Multifamily	0.50	80%	2.11	100%	0.85	0.22
Nonresidential	per 1,000 sq. ft.				per 1,000 sq. ft.	per 1,000 sq. ft.
Retail	3.81	100%	1.91	66%	4.80	1.24
Service	2.71	100%	1.91	66%	3.42	0.88
Office	1.15	100%	2.23	100%	2.56	0.66
Industrial	0.89	100%	2.22	100%	1.98	0.51

due road

Sources: City, Fehr & Peers, and EPS. The City provided the mode split and PM peak hour trip rates. Fehr & Peers provided the trip length and percent new trips data.

[1] The single family PM peak hour trip rates are from the City Travel Demand Model. The trip rates for the remainder of the land uses are from the *ITE Trip Generation Manual , 10th Edition, ITE, 2017, as detailed below.*
- Single-Family: Derived from City of Woodland Travel Demand Model
- Multifamily: Average of Multifamily Low-Rise (ITE Code 220) and Multifamily Mid-Rise (ITE Code 221)
- Retail: Shopping Center (ITE Code 820)
- Office: General Office Building (ITE Code 710)
- Service: Special Retail Center (ITE Code 814 from the *ITE Trip Generation Manual, 8th Edition, 2008*)
- Industrial: Average of Industrial Park (ITE Code 130) and High-Cube Fulfillment Center Warehouse (ITE Code 155)

[2] Estimated using City of Woodland Travel Demand Model; residential infill and downtown trip length set to 2/3 of single-family length.
[3] Average percent new trips based on *Trip Generation Handbook* , ITE, March 2001.
[4] VMT = Vehicle Miles of Travel.

Table 19
2019 MPFP Nexus Study Update
Cost Allocation - Roads

Roads

Land Use Category	DUE Factor	Units/ Bldg. Sq. Ft. (2035 Allocation)	DUEs (2035 Allocation)	Percentage of Total DUEs (2035 Allocation)	Cost (2035 Allocation)	Cost per Unit/ 1,000 Bldg. Sq. Ft. (2035 Allocation)
Residential	*per unit*	*units*				*per unit*
Single-Family	1.00	2,754	2,754	52%	$ 23,162,783	$8,411
Infill Single-Family	0.67	273	182	3%	$ 1,530,729	$5,607
Multifamily	0.41	990	406	8%	$ 3,412,496	$3,447
Small Multifamily	0.41	174	71	1%	$ 599,772	$3,447
Infill Multifamily	0.27	29	8	0%	$ 66,641	$2,298
Small Infill Multifamily	0.27	0	0	0%	$ 0	$2,298
Corridor Multifamily	0.25	82	20	0%	$ 169,591	$2,068
Small Corridor Multifamily	0.25	75	18	0%	$ 155,113	$2,068
Downtown Multifamily	0.22	200	44	1%	$ 367,676	$1,838
Small Downtown Multifamily	0.22	175	38	1%	$ 321,717	$1,838
Subtotal		**4,752**	**3,542**	**67%**	**$ 29,786,518**	
Nonresidential	*per 1,000 sq. ft.*	*bldg. sq. ft.*				*per 1,000 sq. ft.*
Retail	1.24	271,189	337	6%	$ 2,832,582	$10,445
Service	0.88	293,998	260	5%	$ 2,184,230	$7,429
Office	0.66	387,679	257	5%	$ 2,162,134	$5,577
Industrial	0.51	1,704,221	871	17%	$ 7,322,792	$4,297
Subtotal		**2,657,087**	**1,724**	**33%**	**$ 14,501,739**	
TOTAL			**5,266**	**100%**	**$ 44,288,257**	

alloc road

Source: City of Woodland and EPS

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Wastewater

Table 20 details the DUE factors for Wastewater improvements. The DUE factors are established using wastewater generated, as measured in gallons per day (GPD), to estimate relative demand by land use. 75 GPD per person is assumed for all residential uses, so larger dwelling units with a greater number of assumed persons per household have more demand and higher DUE factors. For nonresidential uses, the relative demand and DUE factors are affected by the FAR and the assumed GPD per acre, with uses with greater values having more demand and higher DUE factors.

Table 21 details the Wastewater cost allocation using the DUE factors from **Table 20** and the methodology outlined at the beginning of this chapter.

General City

Table 22 details the DUE factors for General City improvements. The DUE factors are established using population and employees, as measured by persons per household and employees per 1,000 square feet, to estimate relative demand by land use. Larger dwelling units with a greater number of assumed persons per household have more demand and higher DUE factors. For nonresidential uses, the uses with a greater number of assumed employees per building square foot will have greater estimated demand and higher DUE factors.

Table 23 details the General City cost allocation using the DUE factors from **Table 22** and the methodology outlined at the beginning of this chapter.

Fire

Table 24 details the DUE factors for Fire improvements. The DUE factors are established using a combination of population and employees and building square feet to estimate relative demand by land use. Both new persons generated and new building square feet result in increased demand for fire facilities. Additional people result in additional medical calls, and additional building area results in additional fire calls. For each land use, the demand attributable to population and employees is measured by assumed persons per household and employees per 1,000 square feet, while the demand attributable to building square feet is measured by assumed square feet per dwelling unit and nonresidential building square feet. Two sets of DUE factors are estimated, one using population and employees as the demand measure, and the other using building square feet as the demand measure. For each land use, the two factors are averaged to result in the Fire DUE factor.

Table 25 details the Fire cost allocation using the DUE factors from **Table 24** and the methodology outlined at the beginning of this chapter.

Police

Table 26 details the DUE factors for Police improvements. The DUE factors are equivalent to the General City DUE Factors. They are established using population and employees, as measured by persons per household and employees per 1,000 square feet, to estimate relative demand by

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Table 20
2019 MPFP Nexus Study Update
Dwelling Unit Equivalent Factors - Wastewater

Wastewater

Land Use Category	**Persons per Household**	**FAR**	Gallons per Day (GPD): GPD per Acre [1]	Gallons per Day (GPD): GPD per Person [1]	Gallons per Day (GPD): GPD per Unit or 1,000 Bldg. Sq. Ft.	**DUE Factor**
Formula	*A*			*B*	*C=B/A*	*C/C for single fam.*
Residential					*per unit*	*per unit*
Single-Family	3.00			75	225.0	1.00
Infill Single-Family	3.00			75	225.0	1.00
Multifamily	2.25			75	168.8	0.75
Small Multifamily	1.50			75	112.5	0.50
Infill Multifamily	2.15			75	161.3	0.72
Small Infill Multifamily	1.50			75	112.5	0.50
Corridor Multifamily	2.15			75	161.3	0.72
Small Corridor Multifamily	1.50			75	112.5	0.50
Downtown Multifamily	2.15			75	161.3	0.72
Small Downtown Multifamily	1.50			75	112.5	0.50
Formula		*A*	*B*		*C=B/(A*43,560/1,000)*	*C/C for single fam.*
Nonresidential					*per 1,000 sq. ft.*	*per 1,000 sq. ft.*
Retail		0.30	1,200		91.8	0.41
Service		0.30	1,200		91.8	0.41
Office		0.50	1,200		55.1	0.24
Industrial		0.40	1,800		103.3	0.46

due ww

Source: City of Woodland and EPS

[1] Based on the technical report evaluating General Plan impacts on the City's Water Pollution Control Facility, prepared by Nexgen Utility Management January 2015, Table 3-3.

Table 21
2019 MPFP Nexus Study Update
Cost Allocation - Wastewater

Wastewater

Land Use Category	DUE Factor	2035 Allocation Units/ Bldg. Sq. Ft.	DUEs	Percentage of Total DUEs	Cost	Cost per Unit/ 1,000 Bldg. Sq. Ft.
Residential	*per unit*	*units*				*per unit*
Single-Family	1.00	2,754	2,754	52%	$ 17,579,042	$6,383
Infill Single-Family	1.00	273	273	5%	$ 1,742,585	$6,383
Multifamily	0.75	990	743	14%	$ 4,739,448	$4,787
Small Multifamily	0.50	174	87	2%	$ 555,329	$3,192
Infill Multifamily	0.72	29	21	0%	$ 132,662	$4,575
Small Infill Multifamily	0.50	0	0	0%	$ 0	$3,192
Corridor Multifamily	0.72	82	59	1%	$ 375,113	$4,575
Small Corridor Multifamily	0.50	75	38	1%	$ 239,366	$3,192
Downtown Multifamily	0.72	200	143	3%	$ 914,910	$4,575
Small Downtown Multifamily	0.50	175	88	2%	$ 558,521	$3,192
Subtotal		**4,752**	**4,204**	**79%**	**$ 26,836,976**	
Nonresidential	*per 1,000 sq. ft.*	*bldg. sq. ft.*				*per 1,000 sq. ft.*
Retail	0.41	271,189	111	2%	$ 706,469	$2,605
Service	0.41	293,998	120	2%	$ 765,888	$2,605
Office	0.24	387,679	95	2%	$ 605,960	$1,563
Industrial	0.46	1,704,221	782	15%	$ 4,994,585	$2,931
Subtotal		**2,657,087**	**1,108**	**21%**	**$ 7,072,903**	
TOTAL			**5,312**	**100%**	**$ 33,909,878**	

alloc ww

Source: City of Woodland and EPS

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Table 22
2019 MPFP Nexus Study Update
Dwelling Unit Equivalent Factors - General City

General City

Land Use Category	Persons per Household/ Employees per 1,000 bldg. sq. ft.	DUE Factor
Formula	*A*	*A/A for single fam.*
Residential	*persons per household*	*per unit*
Single-Family	3.00	1.00
Infill Single-Family	3.00	1.00
Multifamily	2.25	0.75
Small Multifamily	1.50	0.50
Infill Multifamily	2.15	0.72
Small Infill Multifamily	1.50	0.50
Corridor Multifamily	2.15	0.72
Small Corridor Multifamily	1.50	0.50
Downtown Multifamily	2.15	0.72
Small Downtown Multifamily	1.50	0.50
Nonresidential	*emp per 1,000 sq. ft.*	*per 1,000 sq. ft.*
Retail	2.00	0.67
Service	2.00	0.67
Office	2.50	0.83
Industrial	0.83	0.28

due gc

Source: City of Woodland and EPS

Table 23
2019 MPFP Nexus Study Update
Cost Allocation - General City

General City

Land Use Category	DUE Factor	2035 Allocation: Units/ Bldg. Sq. Ft.	DUEs	Percentage of Total DUEs	Cost	Cost per Unit/ 1,000 Bldg. Sq. Ft.
Residential	*per unit*	*units*				*per unit*
Single-Family	1.00	2,754	2,754	51%	$ 2,350,058	$853
Infill Single-Family	1.00	273	273	5%	$ 232,958	$853
Multifamily	0.75	990	743	14%	$ 633,594	$640
Small Multifamily	0.50	174	87	2%	$ 74,239	$427
Infill Multifamily	0.72	29	21	0%	$ 17,735	$612
Small Infill Multifamily	0.50	0	0	0%	$ 0	$427
Corridor Multifamily	0.72	82	59	1%	$ 50,147	$612
Small Corridor Multifamily	0.50	75	38	1%	$ 32,000	$427
Downtown Multifamily	0.72	200	143	3%	$ 122,310	$612
Small Downtown Multifamily	0.50	175	88	2%	$ 74,666	$427
Subtotal		**4,752**	**4,204**	**78%**	**$ 3,587,707**	
Nonresidential	*per 1,000 sq. ft.*	*bldg. sq. ft.*				*per 1,000 sq. ft.*
Retail	0.67	271,189	181	3%	$ 154,275	$569
Service	0.67	293,998	196	4%	$ 167,251	$569
Office	0.83	387,679	323	6%	$ 275,680	$711
Industrial	0.28	1,704,221	473	9%	$ 403,960	$237
Subtotal		**2,657,087**	**1,173**	**22%**	**$ 1,001,166**	
TOTAL			**5,378**	**100%**	**$ 4,588,872**	

alloc gc

Source: City of Woodland and EPS

Prepared by EPS 4/4/2019

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Table 24
2019 MPFP Nexus Study Update
Dwelling Unit Equivalent Factors - Fire

Fire

Land Use Category	Population/Employees: Persons per Household/ Employees per 1,000 bldg. sq. ft.	Weighting	Weighted DUE	Building Square Feet: Square Feet per Unit or 1,000 bldg. sq. ft.	Weighting	Weighted DUE	DUE Factor
Formula	*A*	*B*	*C=A/A for sf*B*	*D*	*E*	*F=D/D for sf*E*	*C+F*
Residential	*per unit*			*per unit*			
Single-Family	3.00	50%	0.50	2,000	50%	0.50	1.00
Infill Single-Family	3.00	50%	0.50	2,000	50%	0.50	1.00
Multifamily	2.25	50%	0.38	900	50%	0.23	0.60
Small Multifamily	1.50	50%	0.25	600	50%	0.15	0.40
Infill Multifamily	2.15	50%	0.36	900	50%	0.23	0.58
Small Infill Multifamily	1.50	50%	0.25	600	50%	0.15	0.40
Corridor Multifamily	2.15	50%	0.36	900	50%	0.23	0.58
Small Corridor Multifamily	1.50	50%	0.25	600	50%	0.15	0.40
Downtown Multifamily	2.15	50%	0.36	900	50%	0.23	0.58
Small Downtown Multifamily	1.50	50%	0.25	600	50%	0.15	0.40
Nonresidential	*per 1,000 sq. ft.*			*per 1,000 sq. ft.*			
Retail	2.00	50%	0.33	1,000	50%	0.25	0.58
Service	2.00	50%	0.33	1,000	50%	0.25	0.58
Office	2.50	50%	0.42	1,000	50%	0.25	0.67
Industrial	0.83	50%	0.14	1,000	50%	0.25	0.39

due fire

Source: City of Woodland and EPS

Table 25
2019 MPFP Nexus Study Update
Cost Allocation - Fire

Fire

Land Use Category	DUE Factor	2035 Allocation Units/ Bldg. Sq. Ft.	DUEs	Percentage of Total DUEs	Cost	Cost per Unit/ 1,000 Bldg. Sq. Ft.
Residential	*per unit*	*units*				*per unit*
Single-Family	1.00	2,754	2,754	53%	$ 7,955,436	$2,889
Infill Single-Family	1.00	273	273	5%	$ 788,611	$2,889
Multifamily	0.60	990	594	11%	$ 1,715,878	$1,733
Small Multifamily	0.40	174	70	1%	$ 201,052	$1,155
Infill Multifamily	0.58	29	17	0%	$ 48,867	$1,685
Small Infill Multifamily	0.40	0	0	0%	$ 0	$1,155
Corridor Multifamily	0.58	82	48	1%	$ 138,175	$1,685
Small Corridor Multifamily	0.40	75	30	1%	$ 86,661	$1,155
Downtown Multifamily	0.58	200	117	2%	$ 337,013	$1,685
Small Downtown Multifamily	0.40	175	70	1%	$ 202,208	$1,155
Subtotal		**4,752**	**3,972**	**76%**	**$ 11,473,902**	
Nonresidential	*per 1,000 sq. ft.*	*bldg. sq. ft.*				*per 1,000 sq. ft.*
Retail	0.58	271,189	158	3%	$ 456,972	$1,685
Service	0.58	293,998	171	3%	$ 495,406	$1,685
Office	0.67	387,679	258	5%	$ 746,588	$1,926
Industrial	0.39	1,704,221	663	13%	$ 1,914,484	$1,123
Subtotal		**2,657,087**	**1,251**	**24%**	**$ 3,613,449**	
TOTAL			**5,223**	**100%**	**$ 15,087,351**	

alloc fire

Source: City of Woodland and EPS

Prepared by EPS 4/4/2019

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Table 26
2019 MPFP Nexus Study Update
Dwelling Unit Equivalent Factors - Police

Police

Land Use Category	Persons per Household/ Employees per 1,000 bldg. sq. ft.	DUE Factor
Formula	*A*	*A/A for single fam.*
Residential	*persons per household*	*per unit*
Single-Family	3.00	1.00
Infill Single-Family	3.00	1.00
Multifamily	2.25	0.75
Small Multifamily	1.50	0.50
Infill Multifamily	2.15	0.72
Small Infill Multifamily	1.50	0.50
Corridor Multifamily	2.15	0.72
Small Corridor Multifamily	1.50	0.50
Downtown Multifamily	2.15	0.72
Small Downtown Multifamily	1.50	0.50
Nonresidential	*emp per 1,000 sq. ft.*	*per 1,000 sq. ft.*
Retail	2.00	0.67
Service	2.00	0.67
Office	2.50	0.83
Industrial	0.83	0.28

due pol

Source: City of Woodland and EPS

land use. Larger dwelling units with a greater number of assumed persons per household have more demand and higher DUE factors. For nonresidential uses, the uses with a greater number of assumed employees per building square foot will have greater estimated demand and higher DUE factors.

Table 27 details the Police cost allocation using the DUE factors from **Table 26** and the methodology outlined at the beginning of this chapter.

Library

Table 28 details the DUE factors for Library improvements. Library costs are not allocated to nonresidential development, as it is thought that employees generally do not use the library facilities. The residential DUE factors are established using persons per household to estimate relative demand by land use. Larger dwelling units with a greater number of assumed persons per household have more demand and higher DUE factors.

Table 29 details the Library cost allocation using the DUE factors from **Table 28** and the methodology outlined at the beginning of this chapter.

Parks

Table 30 details the DUE factors for Parks improvements. The DUE factors are equivalent to the Library DUE factors. Like Library costs, Parks costs are not allocated to nonresidential development, as it is thought that employees generally do not use the park facilities. The residential DUE factors are established using persons per household to estimate relative demand by land use. Larger dwelling units with a greater number of assumed persons per household have more demand and higher DUE factors.

As discussed earlier in **Chapter 1** and **Chapter 3**, the Parks costs are not updated in this report because the current Parks Master Plan has yet to be updated to reflect the City's recently completed 2035 General Plan. The current Single-Family Parks Fee is to remain in place, and the Parks Fee for each other residential land use is calculated as the DUE factor multiplied by the Single-Family Fee. The updated DUE Factors for non-single-family residential uses are lower than the past DUE factors, resulting in lower Parks fees for all other residential land uses, which therefore may result in a reduction in fee revenue. The City acknowledges that it will need to identify backfill funding for any resulting fee revenue deficits since the lower fees are not consistent with the most recent cost allocation performed in 2008 to establish the Parks Fees.

There are two different Parks Fee schedules, one for the SLSP, and the other for the rest of the City. **Table 31** details the SLSP Park Fees. Note that many of the residential land uses do not exist in the SLSP, so no fees are calculated for those land uses. **Table 32** details the Park Fees for all other areas of the City.

Table 27
2019 MPFP Nexus Study Update
Cost Allocation - Police

Police

Land Use Category	DUE Factor	2035 Allocation Units/ Bldg. Sq. Ft.	DUEs	Percentage of Total DUEs	Cost	Cost per Unit/ 1,000 Bldg. Sq. Ft.
Residential	*per unit*	*units*				*per unit*
Single-Family	1.00	2,754	2,754	51%	$ 1,920,585	$697
Infill Single-Family	1.00	273	273	5%	$ 190,385	$697
Multifamily	0.75	990	743	14%	$ 517,805	$523
Small Multifamily	0.50	174	87	2%	$ 60,672	$349
Infill Multifamily	0.72	29	21	0%	$ 14,494	$500
Small Infill Multifamily	0.50	0	0	0%	$ 0	$349
Corridor Multifamily	0.72	82	59	1%	$ 40,983	$500
Small Corridor Multifamily	0.50	75	38	1%	$ 26,152	$349
Downtown Multifamily	0.72	200	143	3%	$ 99,958	$500
Small Downtown Multifamily	0.50	175	88	2%	$ 61,021	$349
Subtotal		**4,752**	**4,204**	**78%**	**$ 2,932,053**	
Nonresidential	*per 1,000 sq. ft.*	*bldg. sq. ft.*				*per 1,000 sq. ft.*
Retail	0.67	271,189	181	3%	$ 126,081	$465
Service	0.67	293,998	196	4%	$ 136,686	$465
Office	0.83	387,679	323	6%	$ 225,300	$581
Industrial	0.28	1,704,221	473	9%	$ 330,136	$194
Subtotal		**2,657,087**	**1,173**	**22%**	**$ 818,203**	
TOTAL			**5,378**	**100%**	**$ 3,750,256**	

alloc pol

Source: City of Woodland and EPS

Table 28
2019 MPFP Nexus Study Update
Dwelling Unit Equivalent Factors - Library

Land Use Category	Persons per Household	DUE Factor
		Library
Formula	*A*	*A/A for single fam.*
Residential		*per unit*
Single-Family	3.00	1.00
Infill Single-Family	3.00	1.00
Multifamily	2.25	0.75
Small Multifamily	1.50	0.50
Infill Multifamily	2.15	0.72
Small Infill Multifamily	1.50	0.50
Corridor Multifamily	2.15	0.72
Small Corridor Multifamily	1.50	0.50
Downtown Multifamily	2.15	0.72
Small Downtown Multifamily	1.50	0.50
Nonresidential [1]	NA	NA

due lib

Source: City of Woodland and EPS

[1] Nonresidential development not charged library fee.

Table 29
2019 MPFP Nexus Study Update
Cost Allocation - Library

Library

Land Use Category	DUE Factor	2035 Allocation Units/ Bldg. Sq. Ft.	DUEs	Percentage of Total DUEs	Cost	Cost per Unit/ 1,000 Bldg. Sq. Ft.
Residential	*per unit*	*units*				*per unit*
Single-Family	1.00	2,754	2,754	66%	$ 1,466,680	$533
Infill Single-Family	1.00	273	273	6%	$ 145,390	$533
Multifamily	0.75	990	743	18%	$ 395,428	$399
Small Multifamily	0.50	174	87	2%	$ 46,333	$266
Infill Multifamily	0.72	29	21	0%	$ 11,068	$382
Small Infill Multifamily	0.50	0	0	0%	$ 0	$266
Corridor Multifamily	0.72	82	59	1%	$ 31,297	$382
Small Corridor Multifamily	0.50	75	38	1%	$ 19,971	$266
Downtown Multifamily	0.72	200	143	3%	$ 76,334	$382
Small Downtown Multifamily	0.50	175	88	2%	$ 46,599	$266
Subtotal		**4,752**	**4,204**	**100%**	**$ 2,239,101**	
Nonresidential	*per 1,000 sq. ft.*	*bldg. sq. ft.*				*per 1,000 sq. ft.*
Retail	NA	271,189	0	0%	$ 0	NA
Service	NA	293,998	0	0%	$ 0	NA
Office	NA	387,679	0	0%	$ 0	NA
Industrial	NA	1,704,221	0	0%	$ 0	NA
Subtotal		**2,657,087**	**0**	**0%**	**$ 0**	
TOTAL			**4,204**	**100%**	**$ 2,239,101**	

alloc lib

Source: City of Woodland and EPS

Table 30
2019 MPFP Nexus Study Update
Dwelling Unit Equivalent Factors - Parks

Land Use Category	Persons per Household	Parks: DUE Factor
Formula	*A*	*A/A for single fam.*
Residential		*per unit*
Single-Family	3.00	1.00
Infill Single-Family	3.00	1.00
Multifamily	2.25	0.75
Small Multifamily	1.50	0.50
Infill Multifamily	2.15	0.72
Small Infill Multifamily	1.50	0.50
Corridor Multifamily	2.15	0.72
Small Corridor Multifamily	1.50	0.50
Downtown Multifamily	2.15	0.72
Small Downtown Multifamily	1.50	0.50
Nonresidential [1]	NA	NA

due park

Source: City of Woodland and EPS

[1] Nonresidential development not charged park fee.

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Table 31
2019 MPFP Nexus Study Update
Fee Calculation - Spring Lake Parks

Land Use Category	**DUE Factor**	**Spring Lake Parks MPFP Fee**
Formula	*A*	*A*Single-Family Fee*
Residential	*per unit*	
Single-Family	1.00	$ 4,330
Infill Single-Family	NA	NA
Multifamily	0.75	$ 3,248
Small Multifamily	0.50	$ 2,165
Infill Multifamily	NA	NA
Small Infill Multifamily	NA	NA
Corridor Multifamily	NA	NA
Small Corridor Multifamily	NA	NA
Downtown Multifamily	NA	NA
Small Downtown Multifamily	NA	NA
Nonresidential		
Retail	NA	NA
Service	NA	NA
Office	NA	NA
Industrial	NA	NA
Subtotal		
TOTAL		

alloc park sl

Source: City of Woodland and EPS

Prepared by EPS 4/4/2019

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Table 32
2019 MPFP Nexus Study Update
Fee Calculation - Other Parks

Land Use Category	DUE Factor	Other Parks MPFP Fee
Formula	*A*	*A*Single-Family Fee*
Residential	*per unit*	
Single-Family	1.00	$ 7,872
Infill Single-Family	1.00	$ 7,872
Multifamily	0.75	$ 5,904
Small Multifamily	0.50	$ 3,936
Infill Multifamily	0.72	$ 5,642
Small Infill Multifamily	0.50	$ 3,936
Corridor Multifamily	0.72	$ 5,642
Small Corridor Multifamily	0.50	$ 3,936
Downtown Multifamily	0.72	$ 5,642
Small Downtown Multifamily	0.50	$ 3,936
Nonresidential		
Retail	NA	NA
Service	NA	NA
Office	NA	NA
Industrial	NA	NA

alloc park other

Source: City of Woodland and EPS

Administration

In addition to the MPFP Fees for each backbone infrastructure and public facility component discussed above, the City charges a fee to administer the MPFP Fee Program. For each land use, the Administration fee is calculated as 0.75 percent of the sum of the other MPFP Fees. The Administration Fee funds the administration, oversight, and implementation of the MPFP Fee Program, including administration of any credit and reimbursement agreements. The Administration Fee will include adequate funding to cover all City costs. The Administration Fee is included in the fee summary table in **Chapter 1**.

5. AB 1600 NEXUS FINDING

Authority

This report has been prepared to update the MPFP Fees in accordance with the procedural guidelines established in AB 1600, which are codified in California Government Section 66000 et. seq. These code sections set forth the procedural requirements for establishing and collecting development impact fees. The procedures require that a "reasonable relationship or nexus must exist between a governmental exaction and the purpose of the condition."[2] Specifically, each local agency imposing a fee must:

- Identify the purpose of the fee.
- Identify how the fee is to be used.
- Determine how a reasonable relationship exists between the fee's use and the type of development project on which the fee is imposed.
- Determine how a reasonable relationship exists between the need for the public facility and the type of development project on which the fee is imposed.
- Demonstrate a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

Nexus Findings

For each MPFP Fee component, the fees to be collected by land use are calculated based on the proportionate share of the total facility use that each land use represents. Using this approach results in legally justifiable development impact fees. This section details the nexus findings for each MPFP Fee component that is addressed in this report.

Roads

Purpose of Fee

New development in the City will result in an increase in the service population and, therefore, in the demand placed on the City's transportation infrastructure. The purpose of the MPFP Road Fee is to provide funding to maintain adequate levels of service on public roads and freeway interchanges through the expansion of existing roadway facilities and construction of new roadway facilities.

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[2] *Public Needs & Private Dollars*; William Abbott, Marian E. Moe, and Marilee Hanson, page 109.

Use of Fee

The MPFP Road Fees will be used to construct and expand roadway facilities to accommodate future traffic volumes projected as a result of new development. Roadway improvements include new streets, street widening, interchange improvements, traffic signal construction and modifications, intersection improvements, street calming facilities, and bike and pedestrian improvements.

Relationship Between Use of Fee and Type of Development

The MPFP Road Fees will be used to expand and improve the roadway system to adequately serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Road Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used to expand the roadway system to serve the new residents and employees generated by the new development.

Relationship Between Need for Facility and Type of Development

New residential and commercial development in the City will generate new residents and employees that will result in new vehicular trips and the need for additional roadway capacity to maintain adequate levels of service. A reasonable relationship exists between the need for roadway improvements and the type of new residential and nonresidential development projects because the capacity of the roadway system must be expanded to accommodate the new development types that will place an increased demand on the roadway system.

Relationship Between Amount of Fee and Cost of Facility or Portion of Facility Attributed to Development on Which Fee is Imposed

The total cost of improvements funded by the MPFP Road Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on vehicle miles travelled are used to measure the relative demand generated by each land use and to allocate the roadway costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Road Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

Wastewater

Purpose of Fee

New development in the City will result in an increase in the service population and, therefore, in the demand placed on the City's wastewater infrastructure. The purpose of the MPFP Wastewater Fee is to provide funding to expand and improve the wastewater system to adequately serve the expanded service population.

Use of Fee

The MPFP Wastewater Fees will be used to construct and expand wastewater facilities to accommodate increased demand projected as a result of new development. Wastewater improvements include the expansion and improvement of the existing wastewater treatment plant. The fees will also be used to fund the preparation of related studies.

Relationship Between Use of Fee and Type of Development

The MPFP Wastewater Fees will be used to expand and improve the wastewater infrastructure to adequately serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Wastewater Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used to expand the wastewater infrastructure to serve the new residents and employees generated by the new development.

Relationship Between Need for Facility and Type of Development

New residential and commercial development in the City will generate new residents and employees that will result in the need for additional wastewater system capacity to continue to provide adequate service to the City's service population. A reasonable relationship exists between the need for wastewater improvements and the type of new residential and nonresidential development projects because the capacity of the wastewater system must be expanded to accommodate the new development types that will place an increased demand on the wastewater system.

Relationship Between Amount of Fee and Cost of Facility or Portion of Facility Attributed to Development on Which Fee is Imposed

The total cost of improvements funded by the MPFP Wastewater Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on wastewater generated, as measured in gallons per day, are used to measure the relative demand generated by each land use and to allocate the wastewater costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Wastewater Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

General City

Purpose of Fee

New development in the City will result in an increase in the service population and, therefore, in the demand placed on the City's public facilities, such as City Hall and the Civic Center. The purpose of the MPFP General City Fee is to provide funding to expand and improve the City facilities to adequately provide services to the expanded service population.

Use of Fee

The MPFP General City Fee revenue will be used to expand and improve City public facilities to accommodate increased demand projected as a result of new development. General City improvements include expansion of City buildings, including City Hall, the Civic Center, and the

Municipal Services Center, as well as technology upgrades and the preparation of related planning studies.

Relationship Between Use of Fee and Type of Development

The MPFP General City Fees will be used to expand and improve City buildings to provide adequate space and amenities to serve an increased service population as the result of new development. A reasonable relationship exists between the use of the General City Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used to expand the City buildings to serve the new residents and employees generated by the new development.

Relationship Between Need for Facility and Type of Development

New residential and commercial development in the City will generate new residents and employees that will result in the need for additional City building space and improvements to continue to provide adequate service to the City's service population. A reasonable relationship exists between the need for General City improvements and the type of new residential and nonresidential development projects because City buildings must be expanded and improved to accommodate the new development types that will place an increased demand on these facilities.

Relationship Between Amount of Fee and Cost of Facility or Portion of Facility Attributed to Development on Which Fee is Imposed

The total cost of improvements funded by the MPFP General City Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on new population and employees resulting from new development are used to measure the relative demand generated by each land use and to allocate the General City costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP General City Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

Fire

Purpose of Fee

New development in the City will result in an increase in the service population and, therefore, in the demand for the services of the City's Fire Department. The purpose of the MPFP Fire Fee is to provide funding to construct new fire stations that are needed to provide adequate fire fighting and emergency medical services to the expanded service population.

Use of Fee

The MPFP Fire Fee will be used to construct new facilities needed to accommodate increased demand projected as a result of new development. Two new fire stations are planned in the southeast and northeast areas of the City.

Relationship Between Use of Fee and Type of Development

The MPFP Fire Fees will be used to construct two new fire stations that are needed to serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Fire Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used to construct new fire stations needed to serve the new residents and employees generated by the new development.

Relationship Between Need for Facility and Type of Development

New residential and commercial development in the City will generate new residents and employees that will result in the need for additional fire stations to continue to provide adequate service to the City's service population. A reasonable relationship exists between the need for fire stations and the type of new residential and nonresidential development projects because new fire stations must be constructed to accommodate the new development types that will place an increased demand on Fire Department services.

Relationship Between Amount of Fee and Cost of Facility or Portion of Facility Attributed to Development on Which Fee is Imposed

The total cost of improvements funded by the MPFP Fire Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on new population and employees resulting from new development are used to measure the relative demand generated by each land use and to allocate the fire station construction costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Fire Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

Police

Purpose of Fee

New development in the City will result in an increase in the service population and, therefore, in the demand for the services provided the City's Police Department. The purpose of the MPFP Police Fee is to provide funding for additional facilities, equipment, and vehicles that are needed to provide police services to the expanded service population.

Use of Fee

The MPFP Police Fee will be used for facility improvements and the acquisition of equipment and vehicles needed to accommodate increased demand for police services as a result of new development. The improvements include construction of a new communications facility and a new animal shelter, the acquisition of police vehicles and equipment, and development of a new communications and records management system.

Relationship Between Use of Fee and Type of Development

The MPFP Police Fees will be used to expand and improve police facilities and to acquire equipment and vehicles needed to serve an increased service population as a result of new development. A reasonable relationship exists between the use of the Police Fees and the residential and nonresidential development on which the fees are imposed because the fees will be used for facility improvements, equipment, and vehicles needed to provide service to the new residents and employees generated by the new development.

Relationship Between Need for Facility and Type of Development

New residential and commercial development in the City will generate new residents and employees that will result in the need for additional police facilities to continue to provide adequate service to the City's service population. A reasonable relationship exists between the need for police department improvements and the type of new residential and nonresidential development projects because Police Department facilities must be constructed and equipment and vehicles acquired to accommodate the new development types that will place an increased demand on the Police Department services.

Relationship Between Amount of Fee and Cost of Facility or Portion of Facility Attributed to Development on Which Fee is Imposed

The total cost of improvements funded by the MPFP Police Fee is allocated among the projected new residential and nonresidential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on new population and employees resulting from new development are used to measure the relative demand generated by each land use and to allocate the police improvement costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Police Fees and the costs of the facilities attributable to the new residential and nonresidential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

Library

Purpose of Fee

New development in the City will result in an increase in the service population and, therefore, in the use of the library facilities. The purpose of the MPFP Library Fee is to provide funding for library expansion that is needed to provide library services to the expanded service population.

Use of Fee

The MPFP Library Fee will be used for library improvements and materials needed to accommodate increased demand for library services as a result of new development. The improvements include expansion of the main library and the library materials collection.

Relationship Between Use of Fee and Type of Development

The MPFP Library Fees will be used to expand the library and library materials collection to serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Library Fees and the residential development on which the fees are imposed because the fees will be used for the library and materials collection expansion needed to serve the new residents generated by the new development.

Relationship Between Need for Facility and Type of Development

New residential development in the City will generate new residents that will result in the need for the expansion of the library and the library materials collection to continue to provide adequate service to the City's residents. A reasonable relationship exists between the need for library improvements and the type of new residential development projects because the library facilities and materials collection must be expanded to accommodate the new development types that will place an increased demand on library services.

Relationship Between Amount of Fee and Cost of Facility or Portion of Facility Attributed to Development on Which Fee is Imposed

The total cost of improvements funded by the MPFP Library Fee is allocated among the projected new residential land uses in the City through 2035 based on the relative demand each land use is anticipated to place upon the improvements. Cost allocation factors based on new population resulting from new development are used to measure the relative demand generated by each land use and to allocate the library improvement costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Library Fees and the costs of the facilities attributable to the new residential development on which the fees are imposed because the fees are derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

Parks

Note that the Parks Fee costs are not updated in this report. There are two separate sets of Parks Fees, one for the SLSP (SLSP Parks Fees), and one for the rest of the City (Other Parks Fees). The proposed Parks Fees for the single-family land uses are equivalent to the current fees, while the proposed Parks Fees for multifamily uses have been adjusted to reflect new land uses and cost allocation factors. Nonresidential development does not pay a Parks Fee.

Purpose of Fee

New development in the City will result in an increase in the service population and, therefore, in the use of the City's parks and recreation facilities. The purpose of the MPFP Parks Fee is to provide funding for park improvements and land acquisition that are needed to maintain the City's standards for providing parks and recreation facilities to the expanded service population.

Use of Fee

The MPFP Parks Fee will be used for park construction and land acquisition needed to accommodate increased demand for parks as a result of new development.

Relationship Between Use of Fee and Type of Development

The MPFP Parks Fees will be used to construct park facilities needed to serve an increased service population as the result of new development. A reasonable relationship exists between the use of the Parks Fees and the residential development on which the fees are imposed because the fees will be used to expand the parks system to serve the new residents generated by the new development.

Relationship Between Need for Facility and Type of Development

New residential development in the City will generate new residents that will result in the need for additional parks to continue to provide the City's standard level of service to its residents. A reasonable relationship exists between the need for park improvements and the type of new residential development projects because the parks system must be expanded to accommodate the new development types that will place an increased demand on parks.

Relationship Between Amount of Fee and Cost of Facility or Portion of Facility Attributed to Development on Which Fee is Imposed

The Parks costs are not updated in this report, so a new cost allocation was not performed. As described above, there are two separate sets of MPFP Parks Fees, the SLSP Parks Fees and the Other Parks Fees. Both sets of Parks Fees were established based on cost allocations performed in previous Nexus Study Updates and have been updated over the years for annual inflationary increases.

In the prior cost allocations, the total cost of improvements funded by the Parks Fees were allocated among the projected new residential land uses in the City based on the relative demand each land use was anticipated to place upon the improvements. Cost allocation factors based on new population resulting from new development were used to measure the proportional demand generated by each land use and to allocate the Parks improvement costs across all benefitting land uses in the City. A reasonable relationship exists between the amount of the MPFP Parks Fees and the costs of the facilities attributable to the new residential development on which the fees are imposed because the fees were derived using appropriate cost allocation factors as measures of the proportional demand generated by each development type.

In this Nexus Study Update, the proposed Single-Family fees are kept at the current levels. Cost allocation factors based on new population resulting from new development are used to measure the proportional demand generated by each land use and to calculate fees for all multifamily benefitting land uses in the City (see previous chapter).

6. IMPLEMENTATION

Introduction

The MPFP Fees presented in this 2019 Nexus Study Update are based on the best cost estimates and land use information available at the time the report was prepared. If costs, development projections, or funding sources other than development impact fees change significantly, the fees should be adjusted accordingly. The proposed updated MPFP Fees must be adopted by the City Council by City Resolution. The proposed fees are shown in **Table 1** of this report.

The MPFP Fee Program applies to all development in the City. All new residential and nonresidential commercial development that occurs in the City shall pay the MPFP Fees in effect at the time that a building permit is issued.

The remainder of this chapter provides a brief summary of the key implementation and administrative elements for the MPFP Fee Program.

Fee Program Updates

Annual Inflation Update

The MPFP Fee Program includes annual adjustments to account for the inflation of public facilities design, construction, installation, and acquisition costs unless there is a Periodic Update in the same year. In January of each calendar year, the MPFP Fees will be increased by the average of the San Francisco and 20-city CCI as reported in the ENR for the 12-month period ending in October of the previous year. This Nexus Study Update contains cost estimates in 2019 dollars.

Periodic Update for Significant Adjustments

The City will periodically update MPFP Fees because of the following types of changes:

- Changes in land use categories.
- Changes in development projections.
- Changes in backbone infrastructure and public facility requirements.
- New cost estimates.
- New funding source data.
- Changes in cost allocation factors.
- Changes in the methodology for computing the MPFP Fees.

Reviews and Accounting

Annual Review

This report and the technical information it contains should be maintained and reviewed periodically by the City as necessary to ensure the accuracy of the MPFP Fee estimates and to enable the adequate programming of funding sources. To the extent that improvement requirements, costs, or development potential change over time, the MPFP Fee program will need to be updated. Specifically, AB 1600 (at Gov. C. §§ 66001(c), 66006(b)(1)) stipulates that each local agency that requires payment of a fee make specific information available to the public annually within 180 days of the last day of the fiscal year, including the follow items:

- A description of the type of fee in the account.
- The amount of the fee.
- The beginning and ending balance of the fund.
- The amount of fees collected and interest earned.
- Identification of the improvements constructed.
- The total cost of the improvements constructed.
- The fees expended to construct the improvement.
- The percent of total costs funded by the fee.

If sufficient fees have been collected to fund the construction of an improvement, the agency must specify the approximate date for construction of that improvement. Because of the dynamic nature of growth and infrastructure requirements, the City should monitor development activity, the need for infrastructure improvements, and the adequacy of the fee revenues and other available funding. Formal annual review of the MPFP Fee Program should occur, at which time necessary adjustments should be made to the MPFP Fee Program.

Surplus Funds

AB 1600 requires that if any portion of a fee remains unexpended or uncommitted in an account for five years or more after deposit of the fee, the City Council shall make findings once each year: (1) to identify the purpose to which the fee is to be put, (2) to demonstrate a reasonable relationship between the fee and the purpose for which it was charged, (3) to identify all sources and amounts of funding anticipated to complete financing of incomplete improvements, and (4) to designate the approximate dates on which the funding identified in (3) is expected to be deposited into the appropriate fund.

If adequate funding has been collected for a certain improvement, an approximate date must be specified as to when construction on the improvement will begin. If the findings show no need for the unspent funds or if the conditions discussed above are not met, and the administrative costs of the refund do not exceed the refund itself, the local agency that has collected the funds must refund them.

Five-Year Update

Fees will be collected from new development in the City when a building permit is issued; however, use of these funds may need to wait until a sufficient fund balance can be accrued. According to Government Code Section 66006, the City is required to deposit, invest, account for, and expend the fees in a prescribed manner. The fifth fiscal year following the first deposit into the fee account or fund, and every 5 years thereafter, the City is required to make all of the following findings with respect to that portion of the account or fund remaining unexpended:

- Identify the purpose for which the fee is to be put.
- Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.
- Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements.
- Designate the approximate dates that the funding referred to above is expected to be deposited in the appropriate account or fund.

Once sufficient funds have been collected to complete the specified projects, the City must commence construction within 180 days. If it fails to do this, the City is required to refund the unexpended portion of the fee and any accrued interest to the then current owners.

APPENDIX A:

Outstanding Bond Debt Service

Table A-1
2019 MPFP Nexus Study Update
Wastewater Remaining Debt Service - 2014 Refunding Bonds

	Remaining Debt Service			MPFP Portion of Remaining Debt Service			
Fiscal Year	2005 Bond	2002 Bond	**Total**	2005 Bond	2002 Bond	Total	**Discounted Total**
Percentage				*42.8%*	*100%*		*3%*
2019	$ 1,094,350	$ 1,448,000	**$ 2,542,350**	$ 468,382	$ 1,448,000	**$ 1,916,382**	**$ 1,916,382**
2020	$ 1,089,100	$ 1,446,500	**$ 2,535,600**	$ 466,135	$ 1,446,500	**$ 1,912,635**	**$ 1,856,927**
2021	$ 1,088,100	$ 1,453,250	**$ 2,541,350**	$ 465,707	$ 1,453,250	**$ 1,918,957**	**$ 1,808,801**
2022	$ 1,081,100	$ 1,452,750	**$ 2,533,850**	$ 462,711	$ 1,452,750	**$ 1,915,461**	**$ 1,752,918**
2023	$ 1,088,350	$ 1,450,250	**$ 2,538,600**	$ 465,814	$ 1,450,250	**$ 1,916,064**	**$ 1,702,398**
2024	$ 1,089,100	$ 1,445,750	**$ 2,534,850**	$ 466,135	$ 1,445,750	**$ 1,911,885**	**$ 1,649,209**
2025	$ 1,088,600	$ 1,449,250	**$ 2,537,850**	$ 465,921	$ 1,449,250	**$ 1,915,171**	**$ 1,603,925**
2026	$ 1,081,850	$ 1,455,250	**$ 2,537,100**	$ 463,032	$ 1,455,250	**$ 1,918,282**	**$ 1,559,739**
2027	$ 1,084,100	$ 1,453,500	**$ 2,537,600**	$ 463,995	$ 1,453,500	**$ 1,917,495**	**$ 1,513,688**
2028	$ 1,084,850	$ 1,454,250	**$ 2,539,100**	$ 464,316	$ 1,454,250	**$ 1,918,566**	**$ 1,470,421**
2029	$ 1,089,100	$ 1,447,250	**$ 2,536,350**	$ 466,135	$ 1,447,250	**$ 1,913,385**	**$ 1,423,738**
2030	$ 1,091,600	$ 1,447,750	**$ 2,539,350**	$ 467,205	$ 1,447,750	**$ 1,914,955**	**$ 1,383,404**
2031	$ 1,082,350	$ 1,455,250	**$ 2,537,600**	$ 463,246	$ 1,455,250	**$ 1,918,496**	**$ 1,345,594**
2032	$ 1,081,850	$ 1,454,250	**$ 2,536,100**	$ 463,032	$ 1,454,250	**$ 1,917,282**	**$ 1,305,576**
2033	$ 2,699,600	$ 0	**$ 2,699,600**	$ 1,155,429	$ 0	**$ 1,155,429**	**$ 763,875**
2034	$ 2,698,600	$ 0	**$ 2,698,600**	$ 1,155,001	$ 0	**$ 1,155,001**	**$ 741,351**
2035	$ 2,698,800	$ 0	**$ 2,698,800**	$ 1,155,086	$ 0	**$ 1,155,086**	**$ 719,812**
	$ 23,311,400	**$ 20,313,250**	**$ 43,624,650**	**$ 9,977,279**	**$ 20,313,250**	**$ 30,290,529**	**$ 24,517,756**

ww bonds

Source: City of Woodland and EPS

Table A-2
2019 MPFP Nexus Study Update
Fire Remaining Debt Service - 2014 Fire and Park Refunding Bonds

		Remaining Debt Service		Fire Debt Service
Fiscal Year	Total	Fire [1]	Parks [1]	Discounted Total
Percentage		*8.6075%*	*91.3925%*	*3%*
2019	**$ 1,533,867**	$ 132,028	$ 1,401,840	$ 132,028
2020	**$ 1,533,866**	$ 132,028	$ 1,401,839	$ 128,182
2021	**$ 1,533,867**	$ 132,028	$ 1,401,840	$ 124,449
2022	**$ 1,533,867**	$ 132,028	$ 1,401,839	$ 120,824
2023	**$ 1,533,866**	$ 132,028	$ 1,401,839	$ 117,305
2024	**$ 1,533,867**	$ 132,028	$ 1,401,840	$ 113,888
2025	**$ 1,533,867**	$ 132,028	$ 1,401,840	$ 110,571
2026	**$ 1,533,867**	$ 132,028	$ 1,401,839	$ 107,351
	$ 12,270,936	**$ 1,056,221**	**$ 11,214,715**	**$ 954,597**

fire bonds

Source: City of Woodland and EPS

[1] Percentage distribution provided by City.

DRAFT

Table 1
2018 MPFP Nexus Study Update
Persons per Household Comparison

Project	Persons per Household			DUEs per Unit		
	Single Family	Medium Density	Multifamily	Single Family	Medium Density	Multifamily
EPS Studies						
Central City Specific Plan PFFP			1.62	NA	NA	NA
City of Sacramento Park Impact Fee Nexus Study			1.80	NA	NA	NA
North Natomas Nexus Study	2.55	1.91	1.54	1.00	0.75	0.60
River District Financing Plan			2.25	NA	NA	NA
Fresno Nexus Studies	3.14		2.37	1.00		0.75
San Luis Obispo Nexus Study	2.51		1.81	1.00		0.72
Cordova Hills Special Planning Area PFFP	3.10	2.80	2.20	1.00	0.90	0.71
Sierra Vista Specific Plan	2.54	2.17	1.80	1.00	0.85	0.71
Folsom SPIF	2.92		1.94	1.00		0.66
Rio Del Oro PFFP	2.92	2.92	2.30	1.00	1.00	0.79
Riolo Vineyard Fee Program Nexus Study				1.00		0.85
Fairfield Impact Fee Studies	3.00	2.63	2.25	1.00	0.88	0.75
Other Studies						
Placer Vineyards PFFP				1.00	0.86	0.72
Lincoln PFFP				1.00	1.00	0.72
Folsom PFF Nexus Study	2.92		1.94	1.00		0.66
Consumnes CFD Fire Fee Nexus Study	3.02		1.97	1.00		0.65
Elk Grove Nexus Studies				1.00		0.67
Oakley Parks Nexus Study	3.26		2.13	1.00		0.65
North Pointe Nexus Study	3.01		2.10	1.00		0.70
Average PPH / DUEs per Unit	**2.91**	**2.49**	**2.00**	**1.00**	**0.89**	**0.71**
Woodland Average PPH / DUEs per Unit	**3.00**		**2.25**	**1.00**		**0.75**

pph avg

Attachment 5
Fee Comparison, Table 1
Major Projects Financing Plan
April 16,2019

	Proposed Spring Lake single family	Existing Spring Lake single family	Difference
Roads	$ 8,411	$ 6,319	$ 2,092
Wastewater	$ 6,383	$ 6,856	$ (473)
General City	$ 853	$ 948	$ (95)
Fire	$ 2,889	$ 1,461	$ 1,428
Police	$ 697	$ 1,250	$ (553)
Library	$ 533	$ 58	$ 475
Water	$ -	$ 629	$ (629)
SL Parks	$ 4,330	$ 4,330	$ -
Admin	$ 181	$ 164	$ 17
total	$ 24,277	$ 22,015	$ 2,262

	Proposed Spring Lake multi-family	Existing Spring Lake multi-family	Difference
Roads	$ 3,447	$ 4,610	$ (1,163)
Wastewater	$ 4,787	$ 5,716	$ (929)
General City	$ 640	$ 790	$ (150)
Fire	$ 1,733	$ 1,094	$ 639
Police	$ 523	$ 1,042	$ (519)
Library	$ 399	$ 49	$ 350
Water	$ -	$ 387	$ (387)
SL Parks	$ 3,248	$ 3,607	$ (359)
Admin	$ 111	$ 130	$ (19)
total	$ 14,888	$ 17,425	$ (2,537)

	Proposed Spring Lake small multi-family	Existing Spring Lake multi-family	Difference
Roads	$ 3,447	$ 4,610	$ (1,163)
Wastewater	$ 3,192	$ 5,716	$ (2,524)
General City	$ 427	$ 790	$ (363)
Fire	$ 1,155	$ 1,094	$ 61
Police	$ 349	$ 1,042	$ (693)
Library	$ 266	$ 49	$ 217
Water	$ -	$ 387	$ (387)
SL Parks	$ 2,165	$ 3,607	$ (1,442)
Admin	$ 83	$ 130	$ (47)
total	$ 11,084	$ 17,425	$ (6,341)

Attachment 5
Fee Comparison, Table 2
Major Projects Financing Plan
April 16,2019

	Proposed greenfield single family	Existing greenfield single family	Difference
Roads	$ 8,411	$ 6,319	$ 2,092
Wastewater	$ 6,383	$ 6,856	$ (473)
General City	$ 853	$ 948	$ (95)
Fire	$ 2,889	$ 1,461	$ 1,428
Police	$ 697	$ 1,250	$ (553)
Library	$ 533	$ 58	$ 475
Water	$ -	$ 629	$ (629)
Parks	$ 7,872	$ 7,872	$ -
Admin	$ 207	$ 190	$ 17
total	$ 27,845	$ 25,583	$ 2,262

	Proposed greenfield multi-family	Existing greenfield multi-family	Difference
Roads	$ 3,447	$ 4,610	$ (1,163)
Wastewater	$ 4,787	$ 5,716	$ (929)
General City	$ 640	$ 790	$ (150)
Fire	$ 1,733	$ 1,094	$ 639
Police	$ 523	$ 1,042	$ (519)
Library	$ 399	$ 49	$ 350
Water	$ -	$ 387	$ (387)
Parks	$ 5,904	$ 6,559	$ (655)
Admin	$ 131	$ 152	$ (21)
total	$ 17,564	$ 20,399	$ (2,835)

	Proposed greenfield small multi-family	Existing greenfield multi-family	Difference
Roads	$ 3,447	$ 4,610	$ (1,163)
Wastewater	$ 3,192	$ 5,716	$ (2,524)
General City	$ 427	$ 790	$ (363)
Fire	$ 1,155	$ 1,094	$ 61
Police	$ 349	$ 1,042	$ (693)
Library	$ 266	$ 49	$ 217
Water	$ -	$ 387	$ (387)
Parks	$ 3,936	$ 6,559	$ (2,623)
Admin	$ 96	$ 152	$ (56)
total	$ 12,868	$ 20,399	$ (7,531)

Attachment 5
Fee Comparison, Table 3
Major Projects Financing Plan
April 16,2019

	Proposed infill single family	Existing single family	Difference
Roads	$ 5,607	$ 6,319	$ (712)
Wastewater	$ 6,383	$ 6,856	$ (473)
General City	$ 853	$ 948	$ (95)
Fire	$ 2,889	$ 1,461	$ 1,428
Police	$ 697	$ 1,250	$ (553)
Library	$ 533	$ 58	$ 475
Water	$ -	$ 629	$ (629)
Parks	$ 7,872	$ 7,872	$ -
Admin	$ 186	$ 190	$ (4)
total	$ 25,020	$ 25,583	$ (563)

	Proposed infill multi family	Existing multi family	Difference
Roads	$ 2,298	$ 4,610	$ (2,312)
Wastewater	$ 4,575	$ 5,716	$ (1,141)
General City	$ 612	$ 790	$ (178)
Fire	$ 1,685	$ 1,094	$ 591
Police	$ 500	$ 1,042	$ (542)
Library	$ 382	$ 49	$ 333
Water	$ -	$ 387	$ (387)
Parks	$ 5,642	$ 6,559	$ (917)
Admin	$ 118	$ 152	$ (34)
total	$ 15,812	$ 20,399	$ (4,587)

	Proposed infill small multi family	Existing multi family	Difference
Roads	$ 2,298	$ 4,610	$ (2,312)
Wastewater	$ 3,192	$ 5,716	$ (2,524)
General City	$ 427	$ 790	$ (363)
Fire	$ 1,155	$ 1,094	$ 61
Police	$ 349	$ 1,042	$ (693)
Library	$ 266	$ 49	$ 217
Water	$ -	$ 387	$ (387)
Parks	$ 3,936	$ 6,559	$ (2,623)
Admin	$ 87	$ 152	$ (65)
total	$ 11,710	$ 20,399	$ (8,689)

Attachment 5
Fee Comparison, Table 4
Major Projects Financing Plan
April 16,2019

	Proposed Corridor multi family	Existing multi family	Difference
Roads	$ 2,068	$ 4,610	$ (2,542)
Wastewater	$ 4,575	$ 5,716	$ (1,141)
General City	$ 612	$ 790	$ (178)
Fire	$ 1,685	$ 1,094	$ 591
Police	$ 500	$ 1,042	$ (542)
Library	$ 382	$ 49	$ 333
Water	$ -	$ 387	$ (387)
Parks	$ 5,642	$ 6,559	$ (917)
Admin	$ 116	$ 152	$ (36)
total	$ 15,580	$ 20,399	$ (4,819)

	Proposed Corridor small multi family	Existing multi family	Difference
Roads	$ 2,068	$ 4,610	$ (2,542)
Wastewater	$ 3,192	$ 5,716	$ (2,524)
General City	$ 427	$ 790	$ (363)
Fire	$ 1,155	$ 1,094	$ 61
Police	$ 349	$ 1,042	$ (693)
Library	$ 266	$ 49	$ 217
Water	$ -	$ 387	$ (387)
Parks	$ 3,936	$ 6,559	$ (2,623)
Admin	$ 85	$ 152	$ (66)
total	$ 11,478	$ 20,399	$ (8,920)

	Proposed downtown multi family	Existing multi family	Difference
Roads	$ 1,838	$ 4,610	$ (2,772)
Wastewater	$ 4,575	$ 5,716	$ (1,141)
General City	$ 612	$ 790	$ (178)
Fire	$ 1,685	$ 1,094	$ 591
Police	$ 500	$ 1,042	$ (542)
Library	$ 382	$ 49	$ 333
Water	$ -	$ 387	$ (387)
Parks	$ 5,642	$ 6,559	$ (917)
Admin	$ 114	$ 152	$ (38)
total	$ 15,348	$ 20,399	$ (5,051)

	Proposed downtown small multi family	Existing multi family	Difference
Roads	$ 1,838	$ 4,610	$ (2,772)
Wastewater	$ 3,192	$ 5,716	$ (2,524)
General City	$ 427	$ 790	$ (363)
Fire	$ 1,155	$ 1,094	$ 61
Police	$ 349	$ 1,042	$ (693)
Library	$ 266	$ 49	$ 217
Water	$ -	$ 387	$ (387)
Parks	$ 3,936	$ 6,559	$ (2,623)
Admin	$ 84	$ 152	$ (68)
total	$ 11,247	$ 20,399	$ (9,152)

Attachment 5
Fee Comparison, Table 5
Major Projects Financing Plan
April 16,2019

	Proposed retail	Existing retail	Difference
Roads	$ 10.45	$ 7.73	$ 2.72
Wastewater	$ 2.61	$ 3.38	$ (0.78)
General City	$ 0.57	$ 0.80	$ (0.23)
Fire	$ 1.69	$ 0.98	$ 0.71
Police	$ 0.47	$ 1.03	$ (0.57)
Library	$ -	$ 0.01	$ (0.01)
Water	$ -	$ 0.16	$ (0.16)
admin	$ 0.12	$ 0.11	$ 0.01
total	$ 15.89	$ 14.20	$ 1.69

	Proposed service	Existing service	Difference
Roads	$ 7.43	$ 5.58	$ 1.85
Wastewater	$ 2.61	$ 4.22	$ (1.62)
General City	$ 0.57	$ 0.72	$ (0.15)
Fire	$ 1.69	$ 0.91	$ 0.78
Police	$ 0.47	$ 0.95	$ (0.49)
Library	$ -	$ 0.01	$ (0.01)
Water	$ -	$ 0.17	$ (0.17)
admin	$ 0.10	$ 0.09	$ 0.00
total	$ 12.85	$ 12.65	$ 0.19

	Proposed office	Existing office	Difference
Roads	$ 5.58	$ 5.44	$ 0.14
Wastewater	$ 1.56	$ 2.81	$ (1.25)
General City	$ 0.71	$ 0.91	$ (0.20)
Fire	$ 1.93	$ 1.04	$ 0.89
Police	$ 0.58	$ 1.19	$ (0.61)
Library	$ -	$ 0.01	$ (0.01)
Water	$ -	$ 0.10	$ (0.10)
admin	$ 0.08	$ 0.09	$ (0.01)
total	$ 10.44	$ 11.59	$ (1.15)

	Proposed industrial	Existing industrial	Difference
Roads	$ 4.30	$ 3.12	$ 1.18
Wastewater	$ 2.93	$ 3.14	$ (0.21)
General City	$ 0.24	$ 0.19	$ 0.05
Fire	$ 1.12	$ 0.50	$ 0.62
Police	$ 0.19	$ 0.27	$ (0.08)
Library	$ -	$ -	$ -
Water	$ -	$ 0.16	$ (0.16)
admin	$ 0.07	$ 0.06	$ 0.01
total	$ 8.85	$ 7.44	$ 1.41

Attachment 5
Fee Comparison, Table 6
Major Projects Financing Plan and Water Capacity Fee
April 16,2019

	Proposed Spring Lake single family	Existing Spring Lake single family	Difference
Roads	$ 8,411	$ 6,319	$ 2,092
Wastewater	$ 6,383	$ 6,856	$ (473)
General City	$ 853	$ 948	$ (95)
Fire	$ 2,889	$ 1,461	$ 1,428
Police	$ 697	$ 1,250	$ (553)
Library	$ 533	$ 58	$ 475
Water	$ 4,699	$ 3,902	$ 797
SL Parks	$ 4,330	$ 4,330	$ -
Admin	$ 216	$ 188	$ 28
total	$ 29,011	$ 25,312	$ 3,699

	Proposed greenfield single family	Existing single family	Difference
Roads	$ 8,411	$ 6,319	$ 2,092
Wastewater	$ 6,383	$ 6,856	$ (473)
General City	$ 853	$ 948	$ (95)
Fire	$ 2,889	$ 1,461	$ 1,428
Police	$ 697	$ 1,250	$ (553)
Library	$ 533	$ 58	$ 475
Water	$ 4,699	$ 3,902	$ 797
Parks	$ 7,872	$ 7,872	$ -
Admin	$ 243	$ 215	$ 28
total	$ 32,580	$ 28,881	$ 3,699

	Proposed infill single family	Existing single family	Difference
Roads	$ 5,607	$ 6,319	$ (712)
Wastewater	$ 6,383	$ 6,856	$ (473)
General City	$ 853	$ 948	$ (95)
Fire	$ 2,889	$ 1,461	$ 1,428
Police	$ 697	$ 1,250	$ (553)
Library	$ 533	$ 58	$ 475
Water	$ 4,699	$ 3,902	$ 797
Parks	$ 7,872	$ 7,872	$ -
Admin	$ 221	$ 215	$ 7
total	$ 29,754	$ 28,881	$ 874

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: J.10.
SUBJECT: 2019 Water Capacity Fee Update

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, Increasing the Water Capacity Fee (Previously Referred to as Surface Water Fee) as Substantiated in the Water Capacity Fee Update Study dated April 5, 2019

Staff Contact:
Brent Meyer, City Engineer, (530) 661-5947, brent.meyer@cityofwoodland.org

Fiscal Impact:
Adoption of the increased Water Capacity Fee will allow the City to collect a fee from new water customers connecting to the City's water system that accurately reflects the cost of the proportional benefit to City water customers of the cost of the City's water projects, including the Davis Woodland Water Supply Project. Adoption of the increased fee will also fulfill the City's commitment to the Water Utility Advisory Committee (WUAC) that development projects contribute their fair share of the cost of the water system.

City Council Goals 2019-2020:

Infrastructure

- Sustainably manage City's overall water supply to ensure long-term reliability, resilient to changes to climate and environmental regulations
- Ensure that the City's physical infrastructure is planned, funded and maintained to provide for current and future community needs, in support of commercial, recreational and environmental requirements and standards, while managing the overall cost consistent with available resources

Background:
The City may charge a water capacity fee pursuant to Government Code Section 66013 on new development within the City based on the development's anticipated water demand. The intent is to have new water customers who are connecting to the water system pay an equitable share of the cost of expansion-related facilities needed to serve new development. The capacity fee charged on a new customer must represent a proportionate share of the costs of the water system required to provide service. Pursuant to the City's Municipal Code, any applicant for new water service pays the capacity charge to the City at the time of application.

On June 21, 2011, the City Council approved a new Surface Water Supply fee. At that same meeting, the City Council approved a reduction in the water development impact fee (MPFP fee) to more accurately reflect the necessary water related projects as the City transitioned to surface water. Staff committed to return to Council to update the new fee when the Surface Water Supply Project and the associated local facility projects were complete and final costs determined. At the time of fee approval in 2011, total project costs and associated debt service were best estimates based on engineering cost estimates and bank borrowing. State grants and low interest loans were still in the application stage and, therefore, not assumed in the fee calculations. Additionally, the City had recently transitioned to consumption based water charges (water meters), and the City had only minimal data available on residential water usage, a factor used in determining the water capacity fee.

Discussion:

Since the Surface Water Supply Project and associated local facility projects are complete, staff engaged HDR Engineering, Inc. to complete the Water Capacity Fee study, an update to the 2011 study. The name of the fee has been changed to Water Capacity Fee to more clearly identify the Government Code provision that allows the City to charge a capacity fee for water and to reflect the fact that the entire City receives water through the Surface Water Supply Project.

As a separate Council action, staff is recommending that the water development impact fee (MPFP fee) be eliminated. If the City Council approves the increased Water Capacity Fee, the fee will include all water projects that have been in the MPFP Water Fee. Other projects that previously were included in the MPFP Water Fee are no longer needed since the City has moved away from ground water as its primary water source. To determine the updated Water Capacity Fee, HDR used a four step process. The first step determined system planning criteria, which was based on gallons per capita per day. HDR used the 2015 Urban Water Management Plan and 2012-2016 Census Bureau information to arrive at 661 gallons per equivalent residential unit (ERU). The second step determined the dwelling unit equivalents, or ERUs. The plant capacity was divided by the gallons per ERU per day to determine the total number of ERUs served. Third, the study calculated the water capacity fee for system component costs, including the water treatment plant facility and its components, the local distribution storage and distribution system, and additional future growth related capital improvements. The cost of the regional water treatment facility is $125 million, and the total cost of the local facilities is $29 million. The study also considers additional future capital and the City's portion of the senior water rights purchase. The final step was determining credits for debt service payments. This calculation is based on the previous year's total debt principal amount and is designed to ensure that customers are not charged twice for debt, once through water rates and once through the water capacity fee.

The following table provides a comparison, by meter size, of the 2018 fee and the proposed fee:

Meter Size (inches)	Meter weighting Factor (1)	2018 Fee	2019 Proposed Fee
1	1	$ 3,273	$ 4,699
1 1/2	2	$ 6,546	$ 9,397
2	3.2	$ 10,474	$ 15,035
3	6	$ 19,638	$ 28,191
4	10	$ 32,730	$ 46,986
6	20	$ 65,460	$ 93,971
8	32	$ 104,736	$ 150,354

(1) Based on standard 1" meter size weighting factors associated with maximum continuous flow

The City also proposes to add an administrative fee of .75%, which results in a fee of $35. So the total 2019 proposed fee for a 1 inch meter will be $4,734.

Also scheduled for consideration during the April 16, 2019 City Council meeting is a public hearing on adoption of the Major Projects Financing Plan (MPFP) Fee Nexus Study Update and modified MPFP Fees. The City's MPFP Fees are the City's development impact, or AB 1600, fees.

As mentioned above, the HDR study reflects an annual recalculation of the Water Capacity fee to apply a debt service credit to the total fee. Additionally, an annual inflationary adjustment will be done each January beginning in 2020 based on the Engineering News Record (ENR) Construction Cost Index (CCI) index figure from the previous year. Exhibit 4 of the Water Capacity Fee Report provides more detail on these annual adjustments.

Staff has conducted a significant amount of outreach to the development community in the last few months to inform them of the proposed Water Capacity fee update (along with the development impact fee update) and provided them the opportunity to ask questions and offer ideas. Staff held several meetings with the development community in February and March including the Spring Lake builders and local infill developers. Additionally, staff met with the Building Industry Association (BIA) on March 12 and made a presentation on March 20 to the Woodland Chamber of Commerce Public Policy Committee.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, Increasing the Water Capacity Fee (Previously Referred to as Surface Water Fee) as Substantiated in the Water Capacity Fee Update Study dated April 5, 2019

Written by: Brent Meyer, City Engineer

Reviewed by: Ken Hiatt, Assistant City Manager/Community & Economic Development

Paul Navazio
City Manager

Attachments:

1. Resolution adopting increased fees
2. HDR Report

RESOLUTION NO. _________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND INCREASING THE WATER CAPACITY FEE (PREVIOUSLY REFERRED TO AS SURFACE WATER FEE) AS SUBSTANTIATED IN THE WATER CAPACITY FEE UPDATE STUDY

WHEREAS, on June 21, 2011, the City Council of the City of Woodland adopted Ordinance No. 1529 amending Section 23C-7-3 of the Woodland Municipal Code (currently section 13.16.030 of the Woodland Municipal Code) establishing capacity charges for water services for the then prospective development of a surface water treatment facility; and

WHEREAS, Government Code section 66013 allows the City to charge a capacity fee for public facilities in existence at the time a charge is imposed provided that the charge is of proportional benefit to the person or property being charged ; and

WHEREAS, the water capacity fee adopted in 2011 assumed estimated costs associated with the construction of new facilities needed to shift from providing groundwater to providing surface water as the primary water source for the City of Woodland; and

WHEREAS, the construction of the Davis Woodland Water Supply Project as well as the construction of local water transmission mains and three aquifer storage and recovery (ASR) wells is now complete and final costs are known; and

WHEREAS, the City has commissioned a study entitled "Water Capacity Fee Update," which updates the cost of providing water treatment facilities, pipelines, ASR wells, and other facilities that provide surface water to the entire Woodland community; and

WHEREAS, Ordinance No. 1529 specifically allows the water capacity charge to be amended by ordinance or by resolution at any time; and

WHEREAS, the City wishes to adopt increased water capacity charges that accurately reflect the cost of proportional benefit to City water customers of the cost of the public facilities; and

WHEREAS, the Water Capacity Fee Update (2019) explains the basis for the fee increase and is incorporated herein by reference.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND AS FOLLOWS:

Section 1. The City Council has reviewed the Water Capacity Fee Update and finds that the increased Water Capacity Fee does not exceed the cost to the City of Woodland of providing the service for which the fees and charges are imposed.

Section 2. The City Council hereby adopts the schedule of water capacity charges set forth in Attachment "1" attached hereto and incorporated herein by reference. The capacity charges shown in Attachment "1" shall be increased every January 1 based on the increase, if any, in the most recent Engineering News Record (ENR) Construction Cost Index (CCI) index figure from the prior year. The capacity charges shown in Attachment "1" shall also be annually re-calculated to apply a debt service credit to the total calculated water fee based on the previous year's total debt principal amount.

Section 3. The adoption of the charges set forth in Attachment "1" shall not repeal or rescind any other charges, fees, or rates assessed, collected, or imposed by the City of Woodland as of the effective date of this Resolution except the Surface Water Capacity Charges set forth in Attachment 1 of Ordinance 1529 shall be of no further force or effect from and after the effective date of this Resolution.

Section 4. The City Council hereby determines that adoption of this Resolution is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Public Resources Code section 21080(b)(8) and Title 14, section 15273 of the California Code of Regulations, which exempts from CEQA the establishment of charges by a public agency for the purpose of obtaining funds for capital projects necessary to maintain service in existing service areas. The continuation of charging surface water capacity charges by this resolution is needed to obtain funds for various facilities and infrastructure for water service within the City of Woodland. The City Clerk shall file a Notice of Exemption with the County of Yolo.

Section 5. This Resolution shall take effect immediately.

PASSED AND ADOPTED this 16th day of April, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

____
Xóchitl Rodriguez, Mayor

ATTEST: | **APPROVED AS TO FORM:**

____
Ana B. Gonzalez, City Clerk

____
Kara K. Ueda, City Attorney

ATTACHMENT 1

CITY OF WOODLAND

WATER CAPACITY FEE

2019
(EFFECTIVE APRIL 17, 2019)

2019 Water Capacity Fee Implementation Method by Meter Size (inches)

Meter Size	Current Weighting Factor [2]	Total WCF	Admin Fee	Total Water Capacity Fee
1"	1.00	$4,699	$35	$4,734
1 1/2"	2.00	9,397	70	9,467
2	3.20	15,035	113	15,148
3	6.00	28,191	211	28,402
4	10.00	46,986	352	47,338
6	20.00	93,971	705	94,676
8	32.00	150,354	1,128	151,482

City of Woodland
Development of the Water Capacity Fee
April 5, 2019

Introduction

HDR Engineering, Inc. (HDR) was retained by the City of Woodland (City) to update the Surface Water Fee, which is being renamed the Water Capacity Fee. The water capacity fee includes costs that provide water service or capacity to new customers. The water capacity fee does not include the existing water impact fee, which will be eliminated if the City Council adopts the water capacity fee.

The City of Woodland (City) currently charges a surface water fee and a water impact fee as a condition of connecting to the City's water system. The surface water fee includes costs that provide service or capacity to new customers and is the only portion included in the calculation of this fee. The water impact fee reflects the costs of other water system infrastructure (i.e., distribution facilities, storage, etc.). By establishing a cost-based water fee, existing utility customers will be sheltered from the financial impacts of growth related to system expansion and future capacity improvements to meet customer growth on the water system. To clarify terminology, the water capacity fee calculated as part of this analysis is also referred to as a connection fee or a system development charge when describing common methodologies and industry practices in this report.

The objective of this analysis is to calculate a single cost-based charge for new customers connecting to the City's system that reflects the water service, or capacity, to new customers connecting to the water system. The current surface water supply fee was calculated in the Supply Water Fee Study in May 2011 and reflected the costs associated with the share of the surface water project that provided capacity for new growth on the system at that time. Since the 2011 study, and the completion of the surface water project, changes have occurred in the final projects costs, assumptions related to the sizing of the project to meet future customer demands, and the final financing of the surface water project. In addition, the City has made additional improvements to the system and has planned for future improvements which are included in the proposed water capacity fee.

The City has requested an update to the current surface water fee, which will be called the water capacity fee if adopted, to reflect the final surface water project costs, the share of the project related to accommodating new growth on the system, and the final financing information for the project.

City's Current Surface Water Fee

The City's current surface water fee, as of January 2019 is based on meter size. The current water impact fee for a single-family is $629. The City's current water impact fee and surface water fee is shown in Table 1.

Table 1 Current Surface Water Fee[1]					
Meter Size	Weighting Factor	Water Impact Fee[2]	Surface Water Fee	Admin Fee	Total Water Impact Fee
1”	1.0	$629	$3,273	$29	$3,816

[1] As of January 1, 2019.
[2] Water Impact Fee $629 for Single-Family

Overview of Water Capacity Fees

An important starting point in reviewing a water capacity fee, or commonly known as a connection fee or system development charge, is simply gaining a better understanding of a water capacity fee. The American Water Works Association (AWWA) defines a water capacity fee as:

> “…..a one-time charge paid by a new water system customer for system capacity. It is also assessed to existing customers requiring increased system capacity. The receipts from this charge are used to finance the development of capacity-related water facilities and are an important funding/financing source for growth-related or capacity-related water facilities.”

Water capacity fees are an important mechanism to maintain equity between existing and new customers and to have new customers connecting to the water system pay an equitable share of the cost of expansion-related facilities needed to serve new development. The establishment of a cost-based water capacity fee is a function of generally accepted methodologies, along with any legal or legislative constraints. These generally accepted methodologies provide a technical or analytical framework against which water capacity fees may be reviewed.

There are generally accepted methodologies that are used to establish water capacity fees. Within the generally accepted water capacity fee methodologies, there are a number of different steps undertaken. These steps are as follows:

- Determination of system planning criteria
- Determination of equivalent residential units (ERUs)
- Calculation of system component costs
- Determination of any credits

The first step in establishing a cost based water capacity fee is the determination of the system planning criteria. This implies calculating the amount of water required by a single-family residential customer. Typically, maximum daily demand per ERU is used, since this represents the basis for system design. For the City, the average daily demand per capita was used to estimate total gallons per ERU.

Once the system planning criteria is determined, the number of ERUs can be determined. For the City, the number of projected ERUs is determined by dividing the total capacity of the infrastructure by the total gallons per ERU. This is a very important calculation since it provides the linkage between the infrastructure necessary to provide service to a set number of customers or ERUs. Once the number of ERUs has been determined, a component by component analysis is undertaken to determine each component of the water capacity fee on a per ERU basis.

After each infrastructure component is analyzed and a cost per ERU is determined, the cost per ERU for each of the infrastructure components is added together to determine the "gross water capacity fee" for the City. The "gross" is calculated before any credits for debt service.

The last step in the calculation of the fee is the determination of any debt service credits. This is generally a calculation to assure that customers are not paying twice – once through the water capacity fee and again through debt service included within the water rates.

The final fee is determined by taking the "gross water capacity fee" and subtracting any credits. This results in a "net water capacity fee" stated in dollars per ERU. For the City's water system, an ERU is generally defined as a 1-inch meter. Larger meter sizes are weighted based on the meter capacity.

Legal Requirements of Water Capacity Fees

An important consideration in establishing water capacity fees is any legal requirements at the state or local level. The legal requirements often establish the methodology around which the fees must be calculated or how the funds must be used. Given that, it is important for the City to understand these requirements. This section of the report provides an overview of the legal requirements for establishing the City's water capacity fee under California law. A discussion of the applicability of Proposition 218 and Proposition 26, as they relate to water capacity fees, is also provided.

The discussion within this section of the report is intended to be a summary of our understanding of the relevant California law as it relates to establishing water capacity fees. It in no way constitutes a legal interpretation of California law by HDR.

In establishing water capacity fees, an important requirement is that they be developed and implemented in conformance with local laws. In particular, many states have established specific laws regarding the establishment, calculation and implementation of water capacity fees. The main objective of most state laws is to assure that these charges are established in such a manner that they are equitable and cost-based. In other cases, state legislation may have been needed to provide the legislative powers to the utility to establish the charges.

The laws for the enactment of water capacity fees in California are found in the 'Mitigation Fee Act', which is codified as California Government Code 66000-66008, 66010-66011, 66012-66014, 66016-66018.5 and 66020-66025. The Mitigation Fee Act is comprehensive legislation dealing with the various requirements for imposition of water capacity fees in California. The statutes deal with the requirements for the calculation of the fees, accounting and reporting requirement, and appeal processes.

A summary of the relevant statutes required in the calculation of the water capacity fee is as follows:

> *"66013 (a) Notwithstanding any other provision of law, when a local agency imposes fees for water connections or sewer connections, or imposes capacity charges, those fees or charges shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed, unless a question regarding the amount of the fee or charge imposed in excess of the estimated reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue."*
>
> *"66013 (B) (3) "Capacity charge" means a charge for facilities in existence at the time a charge is imposed or charges for new facilities to be constructed in the future that are of benefit to the person or property being charged."*

In addition to the specific element for the determination of proportional share under California law, the Mitigation Fee Act also requires the following:

- Requires that funds be maintained in a separate account,
- Requires annual accounting requirements on fee collections and expenditures,
- Requirements for public hearing to adopt or modify the fee, and
- Requirements for protest of the fees.

The basic principal that needs to be followed under California law is that the charge be based in a proportionate share of the costs of the system required to provide service and that the requirements for adoptions and accounting be followed in compliance with California law.

In 1996, the voters of California approved Proposition 218, which required that the imposition of certain fees and assessments by municipal governments require a vote of the people to change or increase the fee of assessment. Of interest in this particular study is the applicability of Proposition 218 to the establishment of water capacity fees for the City.

In Richmond v. Shasta Community Services Dist., 95 Cal. App.4th 1227 (3rd Dist. 2002), the Third District Court of Appeals held that water capacity fees and development fees are not subject to the procedural or substantive requirements of Proposition 218 and that the fee can be enacted by either ordinance or resolution, based on the local equity requirement.

In November 2010 the voters of California passed Proposition 26, an initiative based state constitutional amendment, which provided a new definition of the term "tax" in the California Constitution. Under Proposition 26 a fee or charge imposed by a public agency is a tax unless it meets one of seven exceptions. Water capacity fees fall within exception 2 – i.e., it is a charge imposed for a specific government service. Provided that a water capacity fee does not charge one fee payor more in order to charge another fee payor less (i.e., a cross-subsidy), and it does not exceed the reasonable costs to the local government of providing the service, then the fee is not a tax within the meaning of Proposition 26. Under Proposition 26, the local government bears the burden of proving, by a preponderance of the evidence, that a levy, charge, or other exaction is not a tax, that the amount is no more than necessary to cover the reasonable costs of the governmental activity, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor's burdens on, or benefits received from, the governmental activity.

Water Capacity Fee Criteria

In the determination and establishment of the water capacity fees, a number of different criteria are often utilized. The criteria often used by utilities to establish water capacity fees are as follows:

- Customer understanding
- System planning criteria
- Financing criteria, and
- State / local laws

For water systems, a water capacity fee is generally based on meter size (i.e. the safe operating capacity of the meter) or specific customer usage. This approach provides for better customer understanding and is clear and concise in its calculation of the amount of infrastructure necessary to provide service. The City uses meter size to assess the water capacity fee.

The use of system planning criteria is one of the more important aspects in the determination of the water capacity fees. System planning criteria provides a "rational nexus" between the amount of infrastructure necessary to provide service and the charge to the customer. In simplified terms, the rational nexus test requires that there be a connection (nexus) established between new development and the new or expanded facilities required to accommodate new development, and a reasonable apportionment of the cost to the new development in relation to benefits reasonably to be received. The reasonable apportionment of the cost to new development in relation to benefits reasonably received is accomplished in the basic methodology used to establish the water capacity fees.

The financing criteria for establishing water capacity fees relates to the method used to finance infrastructure on the system and is intended to avoid having customers pay twice for infrastructure – once through water capacity fees and again through rates (i.e. debt service).

Finally, California has imposed certain legal requirements on the development of, accounting for, and use of water capacity fee revenues. California law must be followed in the development of the City's water capacity fees. However, it is also important to understand that California law requires a reasonable relationship between the fee charged and the cost associated with providing service capacity to the customer. The calculated fees do not need to be mathematically exact, but must bear a reasonable relationship to the cost burden imposed. As discussed above, the utilization of the planning criteria and the actual costs of construction and the planned costs of construction establish the City's compliance with the reasonable relationship requirement.

Overview of the Generally Accepted Water Capacity Fee Methodologies

There are a number of different generally-accepted methodologies that may be used to establish water capacity fees. A widely cited manual used by many practitioners is System Development Charges for Water, Wastewater, and Stormwater Facilities[1] by Arthur C. Nelson. In his manual, Nelson describes eight different methodologies that may be used to establish water capacity fees. They include:

- Market capacity method
- Prototypical system method
- Growth-related cost allocation method
- Recoupment value method, also known as the buy-in method
- Replacement cost method
- Marginal cost method
- Average cost method
- System-wide and growth-related cost-attribution method"[2]

As Nelson notes, each of these methods may have certain advantages and disadvantages and should be applied in a manner that reflects circumstances and conditions of the utility. As an example, a utility which has significant capacity in their existing system and can accommodate future growth would likely use the recoupment (buy-in) method. In contrast to this, a utility with no existing capacity which requires expansion of capacity to accommodate growth could potentially use the growth-related cost allocation method or the marginal cost method. For utilities that have some existing capacity available to serve a portion of new development, but must build additional capacity to serve all future development, the system-wide and growth-related attribution method may be appropriate.

Another "generally accepted" reference manual is the AWWA M-1 Manual which discusses three general accepted water capacity fee methods;

- "The *buy-in method* is based on the value of the existing system's capacity. This method is typically used when the existing system has sufficient capacity to serve new development now and into the future.
- The *incremental cost method* is based on the value or cost to expand the existing system's capacity. This method is typically used when the existing system has limited or no

[1] Arthur C. Nelson, System Development Charges for Water, Wastewater, and Stormwater Facilities, Lewis, Publishers, New York, 1995, p. 1,

[2] Ibid., P. 71.

capacity to serve new development now and into the future.

- The *combined approach* is based on a blended value of both the existing and expanded system's capacity. This method is typically used where some capacity is available in parts of the existing system (e.g. source of supply), but new or incremental capacity will need to be built in other parts (e.g., treatment plant) to serve new development at some point in the future."[3]

As can be seen, the AWWA methods are a subset of Nelson's methods. In the opinion of HDR, the AWWA methods most closely conform to the methodologies typically used by water utilities. Regardless of the overall methodology selected, a common denominator of the technical analyses is the various steps undertaken. Within the generally accepted water capacity fee methodologies, there are a number of different steps undertaken. These steps are as follows:

- Step 1 - Determination of system planning criteria
- Step 2 - Determination of the equivalent residential unit (ERUs)
- Step 3 - Calculation of system component costs
- Step 4 - Determination of any credits

Step 1 – The first step in establishing a water capacity fee is the determination of the system planning criteria. This implies calculating the amount of water required by a single-family residential customer. Water demand per ERU is most often used, since this represents the basis for system design. In the case of the City, one (1) ERU is defined as a 1" meter connection.

Step 2 – Once the system planning criteria is determined, the number of dwelling unit equivalents or ERUs can be determined. Generally, a study must determine the number of existing ERU's, potential future ERU's and the total ERU's served at build-out or at the conclusion of the planning period. The water capacity demands by infrastructure component provide the linkage between water demands and infrastructure required to serve the existing and projected number of customers (ERUs).

Step 3 – Once the number of ERUs has been determined, a component by component analysis is typically undertaken to determine the portion of the water capacity fee attributable to each component in dollars per ERU. Depending upon the methodology selected, the calculation of the component water capacity fee may include a system's existing assets, planned future assets, and the debt issued to pay for historical assets. Existing assets may be valued in a number of different ways. These methods may include the following:

- Original Cost (OC)
- Original Cost Less Depreciation (OCLD)
- Replacement Cost (RC)
- Replacement Cost Less Depreciation (RCLD)

[3] AWWA M-1 Manual, p 6th Edition, p. 265-266.

Given these four different methods for valuing the assets, the selection of the valuation method certainly arises. The AWWA M-1 manual notes the following concerning the various valuation methods:

Using the OC and OCLD valuations, the water capacity fee reflects the original investment in the existing capacity. The new customer "buys in" to the capacity at the OC or the net book value cost (OCLD) for the facilities and as a result pays an amount similar to what the existing customers paid for the capacity (OC) or the remaining value of the original investment (OCLD).

Using the RCN and the RCNLD valuations, the water capacity fee reasonably reflects the cost of providing new expansion capacity to customers as if the capacity was added at the time the new customers connected to the water system. It may be also thought of as a valuation method to fairly compensate the existing customers for the carrying costs of the excess capacity built into the system in advance of when the new customers connect to the system. This is because, up to the point of the new customer connecting to the system, the existing customers have been financially responsible for the carrying costs of that excess capacity that is available to development."[4]

While the above focuses on the valuation of existing assets, any future (planned) projects should be placed in current day dollars. This assumes that the water capacity fee is adjusted on an annual basis for escalation of construction costs using the Engineering News Record (ENR) Construction Cost Index, or other comparable indices. In the case of the City's water capacity fee, costs are recent and in current dollars.

Once the total costs of the existing and future infrastructure and debt service are determined, they are divided by the respective number of dwelling unit equivalents the infrastructure will serve to develop the cost per ERU for the specific infrastructure component. After each infrastructure component is analyzed and a cost per ERU is determined, the cost per ERU for each of the infrastructure components is added together to determine the "gross water capacity fee."

Step 4 – The last step in the calculation of the water capacity fee is the determination of any credits. This is generally a calculation to assure that customers are not paying twice − once through water capacity fees and again within their water rates.

Overview of the Existing Water Supply System

The City previously provided water service to its customers through 19 groundwater wells. In order for the City to continue to provide a reliable supply to existing and future customers the City has participated in the regional water supply project, which reduces the use of the City's groundwater wells, the majority of which are towards the end of their useful life, as well as shallow wells seeing an increase in nitrates. The development of the new regional water supply enables the City to continue to provide a clean, safe, and reliable source of supply into the future.

[4] AWWA M-1 Manual, 6th Edition, p. 268

The regional water treatment plant includes a river intake station, a raw water transmission line, a treatment facility, and treated water transmission and distribution mains which connect to the City's distribution system, as well as additional distribution storage. The City's share of costs for each of these components is included in the water capacity fee. In addition, the infrastructure for distribution and storage included within the existing water capacity fee has been included in the development of the final water capacity fee.

Determination of the Water Capacity Fee

The above discussion has provided a background concerning the generally accepted methodologies that may be used to establish water capacity fees, and the various steps needed to calculate water capacity fees. The process of calculating the water capacity fee is based on a four-step process. In summary form, these steps were as follows:

- Determination of system planning criteria
- Determination of dwelling unit equivalents (ERUs)
- Calculation of the water capacity fee for system component costs
- Determination of any water capacity fee credits

Each of these areas is discussed in more detail below.

System Planning Criteria

For the City, the average daily demand was used to determine the water capacity fee. Average daily demand was calculated based on gallons per capita, per day, from the 2015 Urban Water Management Plan of 232 gallons per capita per day. The number of people per household of 2.85, from the 2012-2016 Census Bureau, was multiplied by the gallons per capita per day for a total gallons per ERU, per day of 661 gallons. A summary of the system criteria used in this study are presented in Table 2. Details of the determination of the peak day gallons per ERU are provided on Exhibit 1 of the Technical Appendix.

Table 2
City of Woodland
Water Capacity Fee – Planning Data

Description	Criteria
Gallons per capita per day [1]	232
People per household [2]	2.85
Gallons per /ERU/day	**661**

[1] 2015 Urban Water Management Plan SBX7-7 target
[2] Census Bureau people per household 2012-2106 of 2.85

Calculation of Equivalent Residential Units

A summary of the ERUs for regional and local facilities capacities is shown in Table 3. The plant capacity is divided by the peak day gallons to calculate total ERUs served. Details of the determination of ERUs are provided on Exhibit 2 of the Technical Appendix.

Table 3 City of Woodland ERUs Served by Capacity – Planning Data			
Description	**Capacity MGD**	**Gallons per ERU per day**	**ERUs Served**
Regional			
Full Term Capacity	22.0	661	**33,273**
Near Term Capacity	18.0	661	**27,223**
Local			
Storage Tanks & Pump Stations	22.0	661	**33,273**
Pipelines	22.0	661	**33,273**
Additional ASR Wells	5.5	661	**8,268**
Additional Master Plan	22.0	661	**33,273**

Given the development of the total ERUs for each year of the planning period, the focus can shift to the calculation of the water capacity fee for each infrastructure component. This aspect of the analysis is discussed in detail below.

Calculation of Net Allowable Water Capacity Fee

The regional water treatment plant includes a river intake station, a raw water transmission line, a treatment facility, and treated water transmission and distribution mains to connect to the City's distribution storage and water distribution system. The City's share of costs for each of these components is included in the calculation of the proposed water capacity fee.

The major components of the water capacity fee are as follows:

- Regional Water Treatment Plant Facility
- Local Facilities (distribution storage and distribution system)
- Additional Future Growth Related Capital Improvements

The cost of the regional water treatment facilities is $125 million and full expansion capacity of 22.0 MGD and near term capacity of 18.0 MGD. The total cost of the local facilities is $29.0 million.

It should be noted that with adoption of the water capacity fee, the City will eliminate the water impact (sometimes referred to as the AB 1600) fee. The City last updated its water impact fees in 2008. All project improvements from the 2008 water impact fee are either no longer needed or the equivalent capacity has been included in the water capacity fee.

Water Treatment Plant Facility - This facility and related infrastructure has been estimated to cost approximately $125 million. As discussed above, to determine the water capacity fee portion of the Water Treatment Plant Facility the costs were split between Full-Site and Near-Term capacity. A total of $18.8 million was determined for Full-Site costs which was then divided by the ERU's served for Full-Site of 33,273 ERUs. This resulted in a Full-Site Water Treatment Plan Facility cost per ERU of $565 or ($18,800,000/33,273 = $565). For the Near-Term costs, $106.2 million was allocated and similarly divided by the Near-Term ERUs of 27,273. The Near-Term cost per ERU was then calculated at $3,901 or ($106,210,000/27,223 = $3,901). A total cost per ERU for the Water Treatment Plant Facility equals $4,466 per ERU.

Local Facilities - This local facilities infrastructure is related to the City's specific infrastructure necessary to deliver the water from the water treatment plan to the City's distribution system. The total cost for local facilities has been estimated to cost approximately $29 million. The local capacity is 22.0 MGD and costs were based on Full-Term capacity. When these costs are divided by the 33,273 Full-Term ERUs, it resulted in $872 cost per ERU for the local facilities.

Additional Future Capital – Two additional capital items are included in the water capacity fee. They are 2 additional ASR wells (5 total in system) at $11.0 million divided by 8,268 ERUs or $1,330 per ERU. Secondly, a Water Master Plan every five years starting in 2020 for $100,000 (or total of $500,000) divided by full term ERUs of 33,273 which equates to $15 per ERU. A total of $1,345 per ERU was calculated for the additional future capital component of the water capital fee.

Senior Water Right Purchase – The City's portion of the WDCWA 10TAF water right purchase agreement is included in the water capacity fee in the amount of $21,732,432, at full term or 33,273 ERUs, resulting in $653 per ERU.

The above detailed cost by component results in a total cost per ERU for the water capacity fee of $7,336 ($4,466 + $872 + $1,345 + $653). Table 4 shows the summary of the water capacity fee by component per ERU. Details of the calculations described are provided in Exhibit 2A and 2B in the Technical Appendix.

Table 4 City of Woodland Summary of the Water Capacity Fee by Component per ERU				
Description	**Cost ($)**	**Capacity (MGD)**	**ERUs Served**	**Cost per ERU**
Regional Facilities				
22 MGD Capacity Full Site	$18,800,000	22.0	33,273	$565
18 MGD Capacity Near Term	106,210,000	18.0	27,223	3,901
Total Regional	$125,010,000			$4,466
Local Facilities				
Storage Tanks/Pump Stations	$0			
Pipelines	29,000,00	22.0	33,273	$872
Total Local Facilities	$29,000,000			
Additional Future Capital				
ASR Wells 2 Additional	$11,000,000	5.5	8,268	$1,330
Water Master Plan	500,000	22.0	33,273	15
Total Local	$11,500,000			$1,345
Sr. Water Right Purchase	$21,732,432	22.0	33,273	$653
Total	**$187,242,432**			**$7,336**

The final step in calculating the City's water capacity fee was to determine if a credit for payment on debt service for the City's financing of the infrastructure improvements is applicable.

Debt Service Credit - Credits for debt service payments paid through customer rate revenue are determined to prevent charging the customer twice for debt, once through rates and once through the water capacity fee. By determining a debt credit, customers pay for debt financed infrastructure through their monthly utility rates and those costs are removed from the water capacity fee calculation.

In the determination of the debt service credit, it was assumed that annual water capacity fee revenue would be used to pay for debt service principal and hence the total debt paid by rates was netted out against the amount of water capacity fee revenue projected to be received each year. This net debt service was then divided by the total number of ERUs in each year to determine the debt service credit per ERU.

Based on the annual debt service and number of ERUs for each year for which future debt service payments will be made, the credit for debt service payments is ($2,937) per ERU. Details of the calculation of debt service credits are provided on Exhibit 3 of the Technical Appendix. The water capacity fee will need to be adjusted each year to include the original water capacity fee of $7,336 and the previous year total debt principal credit adjustment. Details of this credit to the water capacity fee are provided in Exhibit 4 in the Technical Appendix. A summary of the calculated net allowable water capacity fee of $4,399 per ERU for the City is shown below in Table 5. Details are provided in Exhibit 4 in the Technical Appendix.

Table 5
City of Woodland
Net Allowable Water Capacity Fee

Plant Component	Water Capacity Fee
Regional Treatment Plant	$4,466
Local Facilities	872
Additional Future Capital	1,345
Financing Costs	653
Total Regional and Local Fee	**$7,336**
Debt Service Credit	(2,937)
Net Allowable Water Capacity Fee	**$4,399**

Implementation of the Water Capacity Fee for 2019

It is important to note the water fee only included the debt credit issued for the surface water SRF loan. The water fee will need to be adjusted, each year to include the original water fee of $7,336 and the previous year total debt principal credit adjustment.

For 2019, the debt adjustment is $172. The debt service adjustment increases each year to reflect the portion of the annual debt service payments that have not been funded given the timing of the customer connecting to the system. In this way, existing customers do not fund the cost of capacity improvements that do not benefit them. As an example, if a customer connects after the debt has been fully funded, they will not have paid their equitable share of costs. Given this, the debt adjustment increases each year to reflect the timing.

In addition to the annual change in the debt adjustment, the fee is also updated annually to reflect the inflationary changes. In this way, the fee is updated annually to reflect the increased costs of system infrastructure.

Details of this credit adjustment and annual inflationary increase to the water capacity fee are provided in Exhibit 4 in the Technical Appendix.

The calculated net allowable fee was updated to the January 2019 ENR 20 City index. The updated calculation indicated the need for an adjustment of a 2.9% increase from the calculated water capacity fee or an additional $128 per ERU. Table 6 shows the water capacity fee increased by 2.9%.

Table 6 City of Woodland Net Allowable Water Capacity Fee	
Plant Component	**Updated Result**
Net Allowable Water Capacity Fee	$4,399
Plus 2.9% Escalated to January 2019	128
Plus: 2019 Debt Credit	172
Net 2019 Water Capacity Fee	**$4,699**

The final 2019 fee for a 1" meter is $4,699. This is based on the calculated $4,399 new allowable water capacity fee, plus a 2.9% CCI increase on 1/1/2019, along with the debt service credit for 2019. The City also has a 0.75% administration fee on the total water capacity fee. For 2019, for a 1"meter this would be $35 ($4,699 X 0.75% = $35). This administrative fee reflects the costs incurred by the City to administer and manage the water capacity fee program.

As noted, upon adoption of the water capacity fee, the City will eliminate the water impact fee, and the City will have one water fee referred to as the water capacity fee. Table 7 shows the water capacity fee based on a 1" meter size.

Table 7
City of Woodland
Summary of Present and Proposed Water Capacity Fee

	Present[1]				Proposed		
Meter Size	Water Impact Fee[2]	Surface Water Fee	Admin Fee	Total Water Fee	Water Capacity Fee	Admin Fee	Total Water Fee[3]
1"	$629	$3,273	$29	$3,931	$4,699	$35	$4,734

[1] As of January 1, 2019.
[2] Water Impact Fee $629 for Single-Family
[3] 1-inch meters for Multi-family based on 2.25 people per household at 25% discount. Small Multi-family based on 1.5 people per household at 50% discount

Based on recent land use information the person per household is being differentiated from single family and multi-family customers. The revised persons per household (PPH) numbers to differentiate single family from multi-family are single-family PPH is 3.0, a multi-family PPH is 2.25, and a small multi-family PPH is 1.5.(multi-family units with less than 700 sq ft). The revised PPH would result in a reduction of 25% for multi-family based on based on 2.25 people per household, and 50% for small multi-family based on 1.5 people per household. This would be applied as a lower fee for these land uses even if they have a 1" meter.

Disclaimer

HDR, in its calculation of the water capacity fee presented in this report, has used generally accepted engineering and ratemaking principles. This should not be construed as a legal opinion with respect to California law. HDR recommends that the City have its legal counsel review the water capacity fee as set forth in this report to ensure compliance with California law.

Summary

The water capacity fee developed and presented in this report is based on the engineering design criteria of the water supply project costs, financing considerations, and generally accepted ratemaking principles. Adoption of the proposed water capacity fee will provide multiple benefits to the City and create equitable and cost-based charges for new customers connecting to the City's water system in the future.

City of Woodland
Exhibit 1
Water Capacity Fee
Development of ERUs

ERU = Equivalent Residential Unit

232	Gallons per capita per day [1]
2.85	People per household [2]
661	Peak Day gallons/ERU/day

Notes:
[1] 2015 Urban Water Management Plan SBX7-7 Target.
[2] Census Bureau people per household 2012-2016 of 2.85.

City of Woodland
Exhibit 2A
Water Capacity Fee

Capital Projects	Total Woodland Cost [1]	Woodland Capacity MGD [2]	Peak Day gpd/ERU [3]	ERUs Served [4]	Cost Per ERU [5]
Water Treatment Plant Facility-related					
22 MGD-Capacity Facility Costs - Full Site Capacity	$18,800,000	22.0	661	33,273	$565
18 MGD-Capacity Facility Costs - Near Term	106,210,000	18.0	661	27,223	3,901
	$125,010,000				
Water Treatment Plant Facility-Related Cost per ERU					**$4,466**
Local Facilities					
Storage Tanks & Pump Stations - Full Site Capacity	$0	22.0	661	33,273	$0
Pipelines - Full Site Capacity	29,000,000	22.0	661	33,273	872
	$29,000,000				
Cost per ERU Local Facilities					**$872**
Indirect Project Costs					
Regional - Full Site Capacity	$0	22.0	661	33,273	$0
Indirect Costs - Full Site Capacity	0	22.0	661	33,273	0
	$0				
Cost per ERU for Indirect Costs					**$0**
Additional Future Capital Projects					
ASR Wells 2 Additional Wells (5 total in system) - Local	$11,000,000	5.5	661	8,268	$1,330
Water Master Plan ($100,000 every 5 years) - Full Site Capacity	500,000	22.0	661	33,273	15
	$11,500,000				
Cost per ERU for Additional Future Capital Projects					**$1,345**
Senior Water Right Purchase - Full Site Capacity [6]	**$21,732,432**	22.0	661	33,273	**$653**
Total Cost per ERU for Water Capacity Fee	**$187,242,432**				**$7,336**

Notes:

[1] Woodland's share of the total regional project costs, plus local facility costs.
[2] Capacity based on Woodland's share of the regional and local facilities.
[3] Based on per ERU gpd use for water fee.
[4] Woodland capacity divided by ERU gpd.
[5] Woodland share of cost divided by total ERUs served.
[6] City of Woodland portion of the WDCWA 10T AF water right purchase agreement.

City of Woodland
Exhibit 2B
Summary of Water Project Costs

Regional Facilities		Woodland Cost ($)	Woodland Capacity (MGD)
Intake Pump Station			
22 MGD-Capacity Facility Costs	Full Site Capacity	$0	0.0
18 MGD-Capacity Facility Costs	Near Term	0	0.0
Total Intake Pump Station		$0	
Regional Transmission Pipeline			
Raw Water Pipelines	Full Site Capacity	$0	0.0
Woodland Treated Water Pipeline	Full Site Capacity	0	0.0
Total Regional Transmission Pipeline		$0	
Water Treatment Plant Facility			
22 MGD-Capacity Facility Costs	Full Site Capacity	$18,800,000	22.0
18 MGD-Capacity Facility Costs	Near Term	106,210,000	18.0
Total Water Treatment Plant Facility		$125,010,000	
Total Regional Projects		**$125,010,000**	
Local Facilities			
Storage Tanks & Pump Stations	Full Site Capacity	$0	22.0
Pipelines	Full Site Capacity	29,000,000	22.0
Total Local Facilities		$29,000,000	
Indirect Project Costs			
Regional	Full Site Capacity	$0	22.0
Indirect Costs	Full Site Capacity	0	22.0
Total Indirect Project Costs		$0	
Additional Future Capital Projects			
ASR Wells 2 Additional Wells (5 total in system)	Local	$11,000,000	5.5
Water Master Plan ($100,000 every 5 years)	Full Site Capacity	500,000	22.0
		$11,500,000	
Senior Water Right Purchase	Full Site Capacity	$21,732,432	22.0
Total Project Costs		**$187,242,432**	

Component	MGD	Total Cost	% Cost
Near Term	18.0	$106,210,000	56.7%
Full Site Capacity	22.0	70,032,432	37.4%
Local	5.5	11,000,000	5.9%
Total		$187,242,432	100.0%

City of Woodland
Exhibit 3
Water Capacity Fee
Debt Service Credit

					Near Term	Full Term	Local		Debt/$ ERU				2018
			100.0%	Total	Debt[2]	Debt[2]	Debt[2]	Total	Near Term ERUs	Full Term ERUs	Local ERUs		3.0%
Year	SRF Loan - Local[1]	SRF Loan WTP[1]	of Payment	Debt Service	56.7%	37.4%	100.0%	Debt Service	27,223	33,273	33,273	Debt/ $ ERU	Debt/ $ ERU ($2018)
2019	$1,164,903	$4,416,115	$5,581,018	$5,581,018	$2,504,964	$1,651,716	$1,164,903	$5,321,583	$92	$50	$35	$177	$172
2020	$1,185,726	$4,495,406	5,681,132	5,681,132	2,549,940	1,681,372	1,185,726	5,417,038	94	51	36	180	170
2021	$1,206,921	$4,576,120	5,783,041	5,783,041	2,595,724	1,711,561	1,206,921	5,514,206	95	51	36	183	168
2022	$1,228,495	$4,658,284	5,886,778	5,886,778	2,642,330	1,742,292	1,228,495	5,613,116	97	52	37	186	166
2023	$1,250,454	$4,741,923	5,992,376	5,992,376	2,689,773	1,773,574	1,250,454	5,713,801	99	53	38	190	164
2024	$1,272,806	$4,827,063	6,099,869	6,099,869	2,738,067	1,805,419	1,272,806	5,816,292	101	54	38	193	162
2025	$1,295,557	$4,913,733	6,209,290	6,209,290	2,787,229	1,837,835	1,295,557	5,920,621	102	55	39	197	160
2026	$1,318,715	$5,001,958	6,320,673	6,320,673	2,837,273	1,870,833	1,318,715	6,026,822	104	56	40	200	158
2027	$1,342,287	$5,091,768	6,434,055	6,434,055	2,888,216	1,904,423	1,342,287	6,134,927	106	57	40	204	156
2028	$1,366,281	$5,183,190	6,549,470	6,549,470	2,940,074	1,938,617	1,366,281	6,244,972	108	58	41	207	154
2029	$1,390,703	$5,276,253	6,666,956	6,666,956	2,992,863	1,973,425	1,390,703	6,356,990	110	59	42	211	152
2030	$1,415,562	$5,370,988	6,786,550	6,786,550	3,046,599	2,008,857	1,415,562	6,471,018	112	60	43	215	151
2031	$1,440,865	$5,467,423	6,908,288	6,908,288	3,101,300	2,044,926	1,440,865	6,587,091	114	61	43	219	149
2032	$1,466,620	$5,565,590	7,032,211	7,032,211	3,156,984	2,081,643	1,466,620	6,705,247	116	63	44	223	147
2033	$1,492,836	$5,665,520	7,158,356	7,158,356	3,213,667	2,119,018	1,492,836	6,825,522	118	64	45	227	145
2034	$1,519,520	$5,767,243	7,286,764	7,286,764	3,271,368	2,157,065	1,519,520	6,947,953	120	65	46	231	144
2035	$1,546,682	$5,870,793	7,417,476	7,417,476	3,330,105	2,195,795	1,546,682	7,072,582	122	66	46	235	142
2036	$1,574,329	$5,976,203	7,550,532	7,550,532	3,389,897	2,235,220	1,574,329	7,199,446	125	67	47	239	140
2037	$1,602,470	$6,083,505	7,685,975	7,685,975	3,450,762	2,275,353	1,602,470	7,328,585	127	68	48	243	139
2038	0	0	0	0	0	0	0	0	0	0	0	0	0
2039	0	0	0	0	0	0	0	0	0	0	0	0	0
2040	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	**$26,081,734**	**$98,949,076**		**$125,030,810**	**$56,127,135**	**$37,008,943**	**$26,081,734**	**$119,217,812**	**$2,062**	**$1,112**	**$784**	**$3,958**	**$2,937**

Notes:
[1] SRF loan debt schedule for local was estimated. SRF WTP based on 1.788% for 20 years from State Water Resources Control Board Loan.
[2] Debt service split based on overall project cost ratio. See Exhibit 2B.

Water Capacity Fee Calculation Results	
Calculated Water Capacity Fee, for 1" meter [1]	
Water Treatment Plant Facility-related	$4,466
Local Facilities	872
Indirect Project Costs	0
Additional Future Capital Projects	1,345
Financing Costs	0
Senior Water Right Purchase	653
Allowable Water Capacity Fee	**$7,336**
Debt Service Credit	(2,937)
Net Allowable Water Capacity Fee	**$4,399**
Net Allowable (Rounding for Implementation Purposes)	$4,399
Present Surface Water Fee, Jan. 1. 2018 (does not include admin fee of $24)	$3,181
Difference	$1,218

2019 Water Capacity Fee Implementation		
Net Allowable Water Capacity Fee		**$4,399**
2019 Adjusted for CCI	2.90%	128
Plus 2019 Adjusted Debt Credit [1]		172
Subtotal		$4,699
Plus Admin Fee	0.75%	$35
Total		**$4,734**

2019 Water Capacity Fee Implementation Method by Meter Size (inches)

Meter Size	Current Weighting Factor [2]	Total WCF	Admin Fee	Total Water Capacity Fee
1"	1.00	$4,699	$35	$4,734
1 1/2"	2.00	9,397	70	9,467
2	3.20	15,035	113	15,148
3	6.00	28,191	211	28,402
4	10.00	46,986	352	47,338
6	20.00	93,971	705	94,676
8	32.00	150,354	1,128	151,482

Notes:
[1] This WCF is adjusted annually based on the debt service credit in Exhibit 3.

Year	*WCF*	*2019 CCI Adjustment*	*Adjusted Debt Credit*	*Total WCF*	Admin Fee	***Total***
2019	*$4,399*	*$128*	*$172*	*$4,699*	$35	***$4,734***
2020	*4,399*	*128*	*341*	*4,867*	37	***4,904***
2021	*4,399*	*128*	*509*	*5,035*	38	***5,073***
2022	*4,399*	*128*	*674*	*5,200*	39	***5,239***
2023	*4,399*	*128*	*838*	*5,364*	40	***5,404***
2024	*4,399*	*128*	*999*	*5,526*	41	***5,567***
2025	*4,399*	*128*	*1,159*	*5,686*	43	***5,729***
2026	*4,399*	*128*	*1,317*	*5,844*	44	***5,888***
2027	*4,399*	*128*	*1,473*	*6,000*	45	***6,045***
2028	*4,399*	*128*	*1,628*	*6,154*	46	***6,200***
2029	*4,399*	*128*	*1,780*	*6,306*	47	***6,353***
2030	*4,399*	*128*	*1,931*	*6,457*	48	***6,505***
2031	*4,399*	*128*	*2,080*	*6,606*	50	***6,656***
2032	*4,399*	*128*	*2,227*	*6,753*	51	***6,804***
2033	*4,399*	*128*	*2,372*	*6,899*	52	***6,951***
2034	*4,399*	*128*	*2,516*	*7,042*	53	***7,095***
2035	*4,399*	*128*	*2,658*	*7,184*	54	***7,238***
2036	*4,399*	*128*	*2,798*	*7,325*	55	***7,380***
2037	*4,399*	*128*	*2,937*	*7,464*	56	***7,520***
2038	*4,399*	*128*	*2,937*	*7,464*	56	***7,520***
2039	*4,399*	*128*	*2,937*	*7,464*	56	***7,520***
2040	*4,399*	*128*	*2,937*	*7,464*	56	***7,520***

[2] Weighting factors based on standard 1" meter. Based on maximum continuous flow.
WCF for meters greater than 2" need to be checked against actual consumption and capacity needs.

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: J.11.
SUBJECT: Woodland Sports Park Facilities Update and Approval of Funding Request in Support of Woodland Girls' Fastpitch Spring/Fall 2019 Use of WJUSD Facility

Recommendation for Action: Staff recommends that the Council: 1) receive a progress report on development of new Woodland Sports Park Facilities, and 2) approve a funding request in support of Woodland Girls' Fastpitch Softball Association's Spring/Fall 2019 use of Douglass Middle School Recreation Fields.

Staff Contact:
Christine Engel, Community Services Director (530) 661-2000; Christine.engel@cityofwoodland.org

Fiscal Impact:
The Woodland Sports Park conceptual plan presented to the City Council in March 2017 has a total estimated cost of $16.1 million, including new sports fields, tennis courts and skate park ($8.7 million), parking facilities ($2.0 million), field lighting ($1.1 million), restrooms and hardscape ($1.1 million), additional park space ($822,000), and general development costs.

To date, the City has entered into funding agreements with user groups who committed to raising $4.6 million, to include the Woodland Tennis Club ($3.9 million) and the SorD Boardshop ($607,000). In addition, as part of the current FY 2018/19 budget, the City Council approved a reservation of $1.0 million from Measure J in support of the overall Sports Park project. Staff is anticipating recommending a supplemental funding allocation toward the Sport Park project as part of the upcoming FY 2019/20 budget, contingent upon further refinement of pending project proposals for Level A priorities (Girls Fast Pitch Softball and Soccer).

In the interim, Woodland Girls Fast Pitch has requested funding from the City, in the amount of $7,400, to offset expenses for continued use of Woodland Joint Unified School District facilities at Douglass Middle School for the spring and fall 2019 season. Funding for this request is available in approved Measure J funds in the Community Services Department's budget.

Background:
Efforts to develop potential additional sports facilities at the Woodland Sports Park began in June 2017. Milestones related to these potential projects since June 2017 are described below.

On October 17, 2017 the City Council received a report related to the conceptual plan for buildout of the Sports Park and recommended improvements to other City sports facilities. This recommendation categorized future projects into “Level A" and "Level B" projects, with Level A projects having the highest priority based on community needs. The construction of two girls fastpitch fields was identified as a Level A project. Other Level A projects included the construction of two soccer fields and an additional parking lot to accommodate the use of the additional fastpitch softball and soccer fields. Level B projects were the construction of a skate park, tennis complex and improvements to non-Sports Park facilities. The conceptual plan was approved by the

Parks & Recreation Commission on September 25, 2017

On March 6, 2018, the City Council received an update on the conceptual buildout of the Sports Park. Information provided at that time included the updated Woodland Community Sports Park Draft Master Plan for buildout of the Sports Park, with an associated overall project cost estimate of approximately $16 million for design and construction of the new recreation facilities identified in the conceptual master plan (Tennis, Soccer, Fastpitch Softball, and Skate Park). The plan to construct the facilities identified in the conceptual master plan, assumes that a significant portion of the project cost would be raised through user groups' and community fundraising efforts. Subsequently, as part of the FY 18/19 budget, council authorized $1 million in Measure J funding to be set aside for a future contribution towards the build out of the Sports Park.

On September 4, 2018, the City Council received an update on the progress of each of the user groups submitting proposals to the City. The report outlined various elements of each of the proposed projects (scope of project, cost to design, construct, and operate, and proposed fundraising plan, etc.). The City Council also approved a fundraising agreement between the City and the Woodland Tennis Club for fundraising efforts to develop an eleven-court tennis complex.

On October 2, 2018, the City Council approved a fundraising agreement between the City and SorD Boardshop for fundraising efforts to develop a skate park at Woodland Sports Park. Council also received an update from staff that the soccer user groups were in the process of gathering information in order to submit a proposal to the City to construct and operate two grass fields at the Woodland Sports Park. At the October 2, 2018 meeting, the Council received an update and provided feedback on a proposal from WGFSA to construct and operate three fields at the Woodland Sports Park. WGFSA provided a proposal to the City to design, construct, and operate three girls fastpitch softball fields (two full size softball fields, one youth size softball field and a parking lot) at the Woodland Sports Park. Based on the City's estimates, the total project cost would be approximately $5,110,242 with, as proposed by WGFSA, approximately $2,598,641 funded by WGFSA and approximately $2,511,601 funded by the City. The funding to be provided by the WGFSA was anticipated to come from a combination of fundraising, in-kind donations, and naming rights. At this meeting, the City Council directed staff to continue to work with WGFSA and the soccer user groups on funding/phasing plans for the facilities each group proposed. In addition, Council directed staff to evaluate if other facilities could be available for WGFSA to utilize, as an alternative to constructing new facilities at the Sports Park. Since then, staff has had several meetings with representatives from the WGFSA to better understand their league's facility needs, discuss potential facility options, and refine project phasing and construction cost estimates for the development of two to three new fast pitch fields at the Sports Park.

While these conversations are still in progress, staff anticipates including as part of the upcoming FY2019/20 budget, a supplemental funding recommendation of additional City funds ($500,000-$600,000) to support overall Sports Park improvements. These funds, combined with funding set-aside by the Council in the current-year budget, would be intended to match user group funding or in-kind contributions for new softball and soccer fields, as well as cover general development costs not assigned to specific user groups.

Summary of Proposed Sports Park Facility Status

Proposed Facility	Status
Tennis Complex	Fundraising Agreement approved by Council September 4, 2018. Group is in the process of fundraising
Skate Park	Fundraising Agreement approved by Council October 2, 2018. Group is in the process of fundraising
Soccer Fields	Awaiting proposal from user groups. User group is working with contractor to refine construction costs.
Fastpitch Fields	Staff is working with user group to refine proposed project costs and potential phasing for the construction of 2-3 fast pitch fields at the Woodland Sports Park. User group is working with contractor to refine construction costs. These efforts and discussions are ongoing.

Discussion:

While staff continues to discuss facility needs with WGFSA and options for funding/phasing new facilities at the Woodland Sports Park, the user group currently uses two fields at Douglass Middle School ("Rec Fields"), one field at Harris Park, and one field at City Park.

Douglass Middle School Rec Fields are used for games, while the other city fields are used for practices (and occasionally make-up games). WGFSA incurs some expense with the use of Rec Fields related to a use fee assessed by WJUSD (about $4000 total for spring and fall seasons). Additionally, they rent two portable toilets at a cost of approximately $277 month, with a yearly cost of about $3, 324. WGFSA has requested financial assistance from the City to pay for the expenses related to their use of Rec Field ($7,400).

Conclusion:

Staff recommends that the Council: 1) receive a progress report on development of new Woodland Sports Park Facilities, and 2) approve a funding request in support of Woodland Girls' Fastpitch Softball Association's Spring/Fall 2019 use of Douglass Middle School Recreation Fields.

Paul Navazio
City Manager

Attachments:

1. Sports Park Conceptual Plan
2. Fastpitch Layout (Alt.)

Woodland Community Sports Park

Master Plan

02/14/2018

1. Tennis Courts, 11
2. Possible Pickleball Courts, 2 (60' X 30' EA)
3. Parking, Typ.
4. Softball Field (200' Outfield)
5. Possible Restroom/ Concessions/Storage Building
6. Optional Softball Field (150'Outfield)
7. Shade Structure
8. Skate Park
9. Geothermal Soccer Field
10. Soccer Field
11. Detention Basin (Top of Slope)
12. Future Parking
13. Future Clubhouse (2,350 sf)
14. Mini Tennis Courts/Possible Pickleball court location
15. Temporary/Mobile Office (Dashed line)
16. Possible Parking
17. Maintenance Drive

City of Woodland

0 30 60 120 FEET

Callander Associates Landscape Architecture


4
4
3
5
6

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: J.12.
SUBJECT: Authorize Contract with Mark Thomas for SR 113/CR 25A Interchange Modifications Project, CIP #20-05

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, to 1) Create a new capital project, SR 113/CR 25A Interchange Modifications Project, CIP #20-05; 2) Appropriate $235,000 from fund 682 – SLIF Roads to the SR 113/CR 25A Interchange Modifications Project, CIP #20-05 in FY 19; 3) Authorize the City Manager to execute a consultant agreement with Mark Thomas in the amount of $226,375 for the design of the SR 113/CR 25A Interchange Modifications Project, CIP #20-05.

Staff Contact:
Brent Meyer, City Engineer, (530) 661-5947, Brent.meyer@cityofwoodland.org

Fiscal Impact:
The funding allocated within this Council item will fund the project design and staff management costs. The project design is funded from the Spring Lake Infrastructure Fund (SLIF). Staff will return to Council when the project design is complete. At that time, staff will have a construction estimate and a plan for construction funding. It is anticipated that SLIF funding will be used to pay for project construction with future cost participation from the Woodland Research and Technology Park Specific Plan.

Background:
The City of Woodland received Planning Application PLNG17-0017 for the Woodland Research and Technology Park Specific Plan (SP-1A) on March 6, 2017. The project, initiated by the majority landowner within the proposed Specific Plan boundary and in communication with the remaining four property owners, encompasses 351 acres southeast of Farmer's Central Road and Highway 113. As envisioned, the plan aligns with the goals and policies prescribed for the southern "new growth" areas by the 2035 General Plan.

On June 6, 2017, the City of Woodland authorized City staff to proceed with preparation of the Specific Plan as proposed by the Woodland Research and Technology Group ("Applicant").

On May 15, 2018, the City Council approved a Professional Engineering Services agreement with Mark Thomas for $153,769, whereby Consultant agreed to provide professional engineering design and consulting services for the Woodland Research and Technology Park Parkland Overcrossing and State Route 113 and County Road 25A (SR113/CR 25A) Interchange Project Study Report/Project Development Study (PSR/PDS) project.

On July 5, 2018, the City Manager executed Amendment #1 to the Mark Thomas Agreement to reduce the total compensation for the Project, which resulted in a total contract amount of $144,377.

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Discussion:
The PSR-PDS process is a required CALTRANS stepped process whereby the planning aspects of the PSR-PDS must be verified through the civil engineering design prior to approval to continue the process to receive final approval to construct improvements to CALTRANS transportation facilities within their ROW.

As the Woodland Research and Technology Park Specific Plan builds out, improvements to SR113/CR25A interchange will be required. In addition, a SR113 vehicle overpass will need be constructed in the future to support the south area existing and future development on the east and west sides of SR113. The preparation of a PSR-PDS will identify preliminary transportation facility improvements and cost estimates that will be used to establish fair share cost allocations to future development projects and the City.

In preparation of the Woodland Research and Technology Park Specific Plan, various technical studies and environmental review documents are required to inform land use, infrastructure, environmental mitigation and project phasing and financing strategies. The city will rely on the use of professional services consultants to assist in the development of these documents to keep the project on schedule.

Mark Thomas as part of the preparation of the Project was tasked with preparing preliminary alternative highway concept geometric designs for the future design and construction of the ultimate SR113/CR25A Interchange improvements.

Although this PSR/PDS work is not yet complete, Mark Thomas has determined that the ultimate interchange improvement is estimated to be in the range of $10-15 million. The traffic studies for this report recommended that the City should pursue an interim improvement at this interchange that will allow for the full buildout of Spring Lake along with a minor amount of growth within the Woodland Research and Technology Park.

The proposed Mark Thomas contract is for the design of this interim improvement. This design will consist of widening the northbound and southbound off ramps and placing stop signs at the interchange. It is expected that the interim improvements would be constructed within existing State Rights of Way (ROW) and would not require widening the structure over SR 113. The costs of the improvements are estimated to be less than $1,000,000 and therefore could be approved using the Caltrans Encroachment Permit Process, rather than the more expensive and time-consuming Permit Engineering Evaluation Report (PEER) or standard Project Development Improvement (PID) process.

Staff is requesting City Council approval of this contract with Mark Thomas. Mark Thomas was selected through a Qualified Based Selection process. Mark Thomas carries a significant amount of vested knowledge with the design of transportation improvements and the preparation of PSRs and PDSs. The selection of Mark Thomas also took under consideration the consultant's experience and direct involvement in the providing design services for the City's SR113 Pedestrian/Bicycle Overpass, as well as their experience and qualifications working on the Spring Lake Specific Plan that will tie directly to the Woodland Research and Technology Park Specific Plan.

Conclusion:
Staff recommends that the City Council adopt Resolution No. _____, to 1) Create a new capital project, SR 113/CR 25A Interchange Modifications Project, CIP #20-05; 2) Appropriate $235,000 from fund 682 – SLIF Roads to the SR 113/CR 25A Interchange Modifications Project, CIP #20-05 in FY 19; 3) Authorize the City Manager to execute a consultant agreement with Mark Thomas in the amount of $226,375 for the design of the SR 113/CR 25A Interchange Modifications Project, CIP #20-05.

Prepared By: Nick Ponticello, Consultant Project Manager

Reviewed By: Brent Meyer, City Engineer

Paul Navazio
City Manager

Attachments:
1. Resolution
2. Design Proposal

RESOLUTION NO. ______

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE MARK THOMAS CONSULTANT AGREEMENT FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE SR 113/CR 25A INTERCHANGE MODIFICATIONS PROJECT

WHEREAS, on June 6, 2017, the City of Woodland ("City") authorized City staff to proceed with preparation of the Woodland Research and Technology Park Specific Plan ("Specific Plan") as proposed by the Woodland Research and Technology Group ("Applicant") (PLNG17-00017) ; and

WHEREAS, On May 15, 2018, the City Council Approved a Professional Engineering Services agreement with Mark Thomas in an amount of $153,769, whereby Consultant agreed to provide professional engineering design and consulting services for the Woodland Research and Technology Park Parkland Overcrossing and State Route 113 and County Road 25A (SR113/CR25A) Interchange Project Study Report/Project Development Study (PSR/PDS) project; and

WHEREAS, On July 5, 2018, the City Manager executed a Contract Amendment (Amendment #1) to the Mark Thomas Professional Engineering Services Agreement for a reduced total compensation for the Project, not exceed $144,377; and

WHEREAS, additional work is necessary to prepare a "SR113/CR25A Interchange" design for the construction of an interim improvement to the interchange. These improvements would allow additional development to occur in the Spring Lake Specific Plan and Woodland Research and Technology Park before the ultimate interchange improvements need to be constructed. The costs of the improvements are estimated to be less than $1,000,000 and therefore could be approved using the Caltrans Encroachment Permit Process, rather than the more expensive and time-consuming Permit Engineering Evaluation Report (PEER) or standard Project Development Improvement (PID) process; and

WHEREAS, Mark Thomas has submitted a Proposal dated April 5, 2019 for the additional work necessary to prepare a "SR113/CR25A Interchange" design for the construction of an interim improvement to the interchange; and

WHEREAS, this Amendment will be funded by the Spring Lake Infrastructure Fund – fund 682; and

WHEREAS, Mark Thomas was selected through a qualification based selection process; and

WHEREAS, pursuant to CEQA Section 15162, the project improvement is consistent with the prior approved Environmental Impact Report (SCH #99022069, Turn of the Century EIR) for the Spring Lake Specific Plan certified on August 15, 2000.

WHEREAS, the City Council wishes to approve this Agreement and authorize its execution through the adoption of this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND AS FOLLOWS:

Section 1. The City Council hereby approves this consultant services agreement with Mark Thomas in the amount of $226,375, for the preparation for Professional Engineering Design Services for the SR 113/CR 25A Interchange Modifications Project, and authorizes the City Manager, or his designee, to execute the agreement. The City Attorney is hereby authorized to make clarifying and confirming changes so long as the total dollar amount authorized in the Agreement is within the Council authorization.

PASSED AND ADOPTED this 16th day of April 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Xochitl Rodriguez, Mayor

ATTEST:

____
Ana B. Gonzalez, City Clerk

Exhibit "A-2"

MARK THOMAS

April 5, 2019

Nicholas J. Ponticello
Ponticello Enterprises Consulting Engineers, Inc.
446 Third Street, Woodland CA 95695

Project No.: SA-18120

RE: City of Woodland – County Road 25A/State Route 113 Interchange Improvements

Dear Nick,

As described in our attached scope of work and fee proposal, the City desires to construct a low-cost interim improvement to the County Road (CR) 25A interchange with the State Route (SR) 113 freeway. These improvements would allow additional development to occur before the ultimate improvements are constructed. The interim improvements would be constructed within existing State and City right of way, and would not require widening the structure over SR 113. The costs of the improvements would be less than $1,000,000 and therefore could be approved using the Caltrans Encroachment Permit Process.

The proposed design includes widening the existing CR 25A to add left turn pockets to serve the freeway entrance ramps and right turn pockets to serve the freeway exit ramps. Based on traffic analysis completed for the project, the interim improvements will convert to existing ramp intersections to all-way stop controlled intersections at CR 25A. Below is a summary of the schedule for completing the final design activities for this project:

- Notice to Proceed - April 16, 2019
- Topographic Surveys & Base Mapping - April 22, 2019 to May 3, 2019
- 30% Design and Traffic Analysis - April 22, 2019 to May 3, 2019
- Geotechnical Field Explorations - May 6, 2019 to May 10, 2019
- 100% PS&E and Encroachment Permit Application - May 6 2019 to May 31, 2019
- Caltrans Encroachment Permit Processing - June 3, 2019 to June 28, 2019

Thank you, please let me know if you have any questions on the attached proposal.

MARK THOMAS

Zach Siviglia, PE
Principal, Vice President

Project Understanding

The City desires to construct a low-cost interim improvement to the County Road (CR) 25A interchange with the State Route (SR) 113 freeway. These improvements would allow additional development to occur before the ultimate improvements are constructed. The interim improvements would be constructed within existing State and City Rights of Way (ROW) and would not require widening the structure over SR 113. The costs of the improvements would be less than $1,000,000 and therefore could be approved using the Caltrans Encroachment Permit Process, rather than the more expensive and time-consuming Permit Engineering Evaluation Report (PEER) or standard Project Development Improvement (PID) process.

This scope of work assumes that CR 25A will be widened to add left turn pockets to serve the freeway entrance ramps and right turn pockets to serve the freeway exit ramps. The ramp intersections will be stop controlled, not signalized. Existing street lighting on the local road will be relocated due to the pavement widening. The design speed for CR 25A will be 55 MPH approaching the ramps and 35 MPH between the ramp intersections in order to maximize the left turn lane storage length.

We have included optional tasks in the event that Caltrans requires the preparation of a design exception (Design Standard Decision Document) for the 35MPH design speed and for testing of Aerial Deposited Lead (ADL). At this time we are not certain that Caltrans will require these additional tasks.

Scope of Work

Task 1 PROJECT MANAGEMENT

Task 1.1 Project Management

Mark Thomas will provide overall project management of the project and subconsultants in the performance of their work. Monthly progress reports and invoicing will be submitted in enough detail to track our performance. Other management tasks, such as normal communication with the City, maintaining project files and coordination with subconsultants is included in this task.

Task 1.2 Coordination Meetings

Mark Thomas will attend a kickoff meeting with the City and meet with the City on an ongoing basis during the design period. We will hold an initial meeting with the Caltrans Encroachment Engineer to discuss the proposed scope of work, after we have completed the initial traffic analysis.

Task 1.3 Quality Control/ Quality Assurance

Prior to each major deliverable, Mark Thomas will complete an independent technical review. The Project Manager and the Principal-in-Charge will be responsible for resolving QA/QC issues.

Standard Mark Thomas forms will be used to document the QA/QC process and will be retained in the project files.

Task 1 Deliverables

- *Progress Reports*
- *Invoices*
- *Meeting Agenda's and Meeting Notes*

TASK 2 SURVEYING AND MAPPING

Task 2.1 Topographic Survey and Mapping

Mark Thomas will bring accurate control onto the site by utilizing GPS surveys, Total Stations, and digital levels. Project control will be based on the California State Plane Coordinate system, Zone 2, and vertically based on NAVD88, unless other datum is provided. A narrative will be prepared describing the vertical and horizontal datum, benchmarks and points held.

Mark Thomas will survey the following two (2) locations utilizing conventional survey and/or terrestrial scanning methods to collect design level topography:

West side of State Route 113 (SR113) along County Road 25A. Topographic data will be collected starting 450 feet west of the SR113 on/off ramp up to the SR113 edge of shoulder of the most westerly southbound lane. Survey will also include approximately 300 feet of the SR113 on-ramp and 600 feet of the SR113 off-ramp, also shown on the attached exhibit.

East side of State Route 113 along County Road 25A. Topographic data will be collected starting 450 feet east of the SR113 on/off ramp up to the SR113 edge of shoulder of the most easterly northbound lane. Survey will also include approximately 300 feet of the SR113 on-ramp and 600 feet of the SR113 off-ramp, also shown on the attached exhibit.

The survey will include crown of road, edge of pavement, hinge point, driveways, ditches, top & toe of slopes, grade breaks, trees minimum 6” (DBH), surface visible utilities, such as utility poles, wet and dry utility boxes and street lights. Topographic data will be collected at 50 foot intervals and extend approximately 30 feet beyond edge of pavement.

Mark Thomas will locate the limits of the existing overpass by collecting topographic data of the beginning and end of bridge deck, and wing walls. No soffit or bent locations will be provided for this scope.

Mark Thomas will obtain an encroachment permit issued through the City.

<u>Survey Assumptions and Exclusions</u>

- No underground facility locations/ potholes are included in this scope of work.

- Boundary/Right of Way retracement is excluded in this scope of work. Right of way will be approximated using the freeway fence and assessor ROW information on CR 25A.
- We assume no more than a mobile shoulder closure will be required to conduct surveys along Caltrans roadways. Full ramp closures or one way flagging will not be required.
- Mapping deliverable is included in the 30% Design Plans

TASK 3 PRELIMINARY DESIGN

Task 3.1 Geotechnical Report

CAInc will prepare a Draft Geotechnical Design/Materials Report consistent with current Caltrans Standards for embankment, new pavement, and drainage (if applicable). The report will include: Scope of Work and Project Description; Physical Setting, including topography, drainage and regional/local geology; Summary of subsurface soil and groundwater conditions; Summary of previous explorations and existing foundations; Laboratory test results; Grading recommendations; Existing structural impacts; Materials Sources; New Pavement Recommendations; Construction Considerations; Vicinity Map; Site Plan with boring locations; Boring logs and legend.

CAInc will perform three to four shallow (4 to 5 feet deep) hand auger borings to collect samples for R-value testing and two borings to depths ranging from 25 to 40 feet deep. The shallow borings will be located along the proposed turn pocket and County Road 25A improvements. The deeper borings will be located along County Road 25A within the existing overcrossing approach embankment.

CAInc will perform the following laboratory tests (as applicable) on relatively undisturbed samples obtained from the exploratory borings: Moisture Content and Unit Weight for slope stability and settlement analysis; Compression for slope stability analysis; Sieve Analysis, #200 Wash and Plasticity Index testing for liquefaction analysis; corrosion analysis; and Resistance Value for pavement design.

CAInc will perform engineering analysis (using computer software where applicable) for the following: embankment settlement estimates; existing foundation downdrag loads caused by the new widening; site seismicity including, deterministic/probabilistic procedures consistent with current Caltrans Seismic Design Criteria to determine the site acceleration response spectrum (ARS) and liquefaction potential; and pavement section recommendations (based on Traffic Index values provides by the design team).

Mark Thomas will obtain an encroachment permit issued through the City.

3.2 Drainage Memo

Mark Thomas will prepare a drainage design memo to include watersheds and how existing and proposed drainage is to be addressed. This will evaluate the impact of increasing the impervious areas and any water quality features that are needed as a result of the proposed improvements.

3.3 30% Design Plans

Mark Thomas will prepare plan sheets using the mapping obtained in Task 2.1. These sheets will show the proposed widening in layout format (No vertical information). We will use these plan sheets and the Traffic and Drainage Memos to discuss the project with the Caltrans District Encroachment Engineer. We will incorporate the Caltrans comments into the final PS&E submittal.

Task 3 Deliverables

- *Geotechnical Design Report*
- *Drainage Memo*
- *30% Plans*
- *Meeting Notes and Comment Resolution for Caltrans 30% Design Review Meeting*

TASK 4 FINAL DESIGN

Task 4.1 Prepare 100% PS&E

Mark Thomas and Fehr & Peers will prepare the PS&E package. The plans and specifications will be submitted to Caltrans for review and approval. The following plan sheets are anticipated and show a general understanding of the required scope of work:

Sheet Type	# of Sheets	Scale	Notes
Title	1	NA	
Typical Cross Sections	1	NA	
Project Control	1	NA	
Layouts	2	1"=50'*	
Profile	2	1"=50'*	CR 25A only
Construction Details	3	1"=20'	Ramp paving elevations
Contour Grading	2	1"=50'*	
Sign & Stripe	2	1"=50'*	Assumes resetting existing sign panels. Combined sign & PD sheets
Construction Area Signs	1	NA	
Summary of Quantities	1	NA	
Erosion Control & Details	3	1"=50'*	
Electrical	4	Var	Plans/Notes and Details by Fehr & Peers
Total Sheets	23		
* Use 1"-40' if the layout will fit on 2 sheets			

Mark Thomas will prepare Draft Specifications using Caltrans 2018 Standard Specifications. The City will provide the front-end contract and bidding information to incorporate into the Special Provisions.

Mark Thomas will prepare an Engineer's Estimate and verify the project cost is less than $1,000,000 and will be eligible for the Encroachment permit process.

Assumptions

- *Stage construction/ traffic staging/ detours sheets will not be required because the construction activities are straight forward and should not be needed*
- *Intersections will be stop controlled, not signalized*
- *No new freeway signage or additional ramp lighting will be required*

Task 4.2 Encroachment Permit

Mark Thomas will prepare the Caltrans Encroachment Permit for City signature. We will print the necessary paper copies and submit the PS&E to Caltrans

Task 4.3 Revise and Resubmit 100% PS&E to Caltrans

Mark Thomas will formally respond to Caltrans comments on the 100% PS&E and resubmit for approval.

4.4 Bidding PS&E to City

Mark Thomas will submit the electronic copies of the PS&E for the City to advertise the project.

4.5 Bidding and Award Assistance

Mark Thomas will answer written questions from the contractors during the bidding period. We will review the submitted bids, if requested, and make a recommendation for award to the apparent low bidder.

Task 4 Deliverables

- *100% PS&E*
- *Encroachment Permit Application with Printed Copies for Caltrans*
- *Bidding Plans and Specifications*

Note- All Project Deliverables are in electronic format only unless noted

Services during construction are not part of this scope of work. These will be negotiated if the City desires these services.

TASK 5 OPTIONAL TASKS

Task 5.1 Aerially Deposited Lead Testing

If the team is unable to convince Caltrans that ADL testing is required, CAInc will perform limited Aerial Deposited Lead (ADL) sampling and testing to address the potential for aerial deposited lead within the widening areas. The sampling will be performed at up to six locations adjacent to the existing off ramps along the proposed turn pocket additions and/or County Rd 25A widening sections. At the eight locations three discrete samples (0 to 6”, 12” to 18”, and 24” to 30”) below ground surface will be collected. CAInc will have all samples tested for total lead (EPA

Method 6010B), and approximately 30% of the samples for soluble lead (WET procedure with EPA Method 6010B analysis) and pH (EPA Test Method 9045). CAInc will review and analyze the test data and prepare an ADL memo presenting the test results.

Although unlikely, additional ADL testing may be needed/warranted based on the results of this limited screening and are not included in the cost proposal.

Task 5.2 Prepare Design Exceptions

Caltrans may require a Design Standard Decision Document (DSDD) for design features that do not meet specified Highway Design Manual Standards. These were formally known as Design Exceptions. Caltrans may require the preparation of a DSDD for the design speed of less than 55 MPH between the ramp terminals. This involves identifying the cost to meet standards and a justification of why the exception should be approved. Caltrans could also request a DSDD to allow the existing 2:1 side earth slopes to remain or widened slopes to be constructed to match the existing 2:1 slope and not be flattened to the current 4:1 standard. These potential DSDD's will be discussed with Caltrans at the 30% design review meeting.

Task 5.3 Traffic Study

Fehr & Peers will complete the Construction Year 2020 AM and PM Peak Hour Analysis for the SR 113/ Road 25A interchange for the following two intersection control options:

1. Side Street Stop Control (Existing Conditions); and
2. All Way Stop Control (Proposed).

The analysis will include projected growth in traffic volumes (cars and trucks) and the results will be documents in terms of delay, level of service and queue length for all movements at the Northbound and Southbound ramp intersections. The Traffic Study Memo will also include an Interim Year analysis to determine the life cycle and independent utility of the proposed all-way stop controlled interchange. The results of the traffic analysis will be documented in a Report that includes Tables and Figures for submittal to Caltrans District 3 – Encroachment Permit Office.

COST PROPOSAL FOR PROJECT SCOPE: Woodand-SR113 at CR25A

MARK THOMAS

		Mark Thomas														Subs		
		Principal $381	Sr. Project Engineer $167	Project Engineer $146	Design Engineer II $128	Design Engineer I $103	Sr. Technician $123	Survey Manager $210	Project Surveyor $160	Survey Technician $110	2 Person Field Crew $275	Project Accountant $103	Sr. Project Coordinator $124	Total Hours	Total MT Cost	Crawford & Associates	Fehr & Peers	TOTAL COST
1.0	**PROJECT MANAGEMENT**																	
1.1	Project Management		16									4	12	32	$4,572	-	-	$4,572
1.2	Coordination Meetings	16	16	12										44	$10,520	-	-	$10,520
1.3	Quality Control/Quality Assurance	4	24											28	$5,532	-	-	$5,532
	Subtotal Phase 1	**20**	**56**	**12**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**4**	**12**	**104**	**$20,624**	**$0**	**$0**	**$20,624**
2.0	**SURVEY & MAPPING**																	
2.1	Topographic Survey & Mapping			4	4			2	24	32	40			106	$19,876	-	-	$19,876
	Subtotal Phase 2	**0**	**0**	**4**	**4**	**0**	**0**	**2**	**24**	**32**	**40**	**0**	**0**	**106**	**$19,876**	**$0**	**$0**	**$19,876**
3.0	**PRELIMINARY DESIGN**																	
3.1	Geotechnical Design Report			2	2									4	$548	9,975	-	$10,523
3.2	Drainage Memo		2	40		40								82	$10,294	-	-	$10,294
3.3	30% Design Plans	2	8	16	40									66	$9,554	-	-	$9,554
	Subtotal Phase 3	**2**	**10**	**58**	**42**	**40**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**152**	**$20,396**	**$9,975**	**$0**	**$30,371**
4.0	**FINAL DESIGN**																	
4.1	Prepare 100% PS&E	6	24	80	160	160	80							510	$64,774	-	9,875	$74,649
4.2	Encroachment Permit		2	2	4									8	$1,138	-	-	$1,138
4.3	Revise & Resubmit 100% PS&E	2	4	16	40	40								102	$13,006	-	-	$13,006
4.4	Bidding PS&E to City		2	8	16	16								42	$5,198	-	-	$5,198
4.5	Bidding & Award Assistance			4	4									8	$1,096	-	-	$1,096
	Subtotal Phase 4	**8**	**32**	**110**	**224**	**216**	**80**	**0**	**0**	**0**	**0**	**0**	**0**	**670**	**$85,212**	**$0**	**$9,875**	**$95,087**
TOTAL HOURS		**30**	**98**	**184**	**270**	**256**	**80**	**2**	**24**	**32**	**40**	**4**	**12**	**1032**				
OTHER DIRECT COSTS															**$3,600**	**$8,573**	**$75**	**$12,248**
TOTAL COST		**$11,430**	**$16,366**	**$26,864**	**$34,560**	**$26,368**	**$9,840**	**$420**	**$3,840**	**$3,520**	**$11,000**	**$412**	**$1,488**		**$149,708**	**$18,548**	**$9,950**	**$178,206**
	OPTIONAL TASKS																	
5.1	ADL Testing	2	4			4							4	14	$2,338	13,754	-	$16,092
5.2	Prepare Caltrans Design Exceptions	4	12	32	48		24						2	122	$17,544	-	-	$17,544
5.3	Traffic Memo		2	4										6	$918	-	9,328	$10,246
	Subtotal Optional Tasks	**6**	**18**	**36**	**48**	**4**	**24**	**0**	**0**	**0**	**0**	**0**	**6**	**142**	**$20,800**	**$13,754**	**$9,328**	**$43,882**
TOTAL HOURS - OPTIONAL		**6**	**18**	**36**	**48**	**4**	**24**	**0**	**0**	**0**	**0**	**0**	**6**	**142**				
OTHER DIRECT COSTS - OPTIONAL															$0	**$3,437**	**$650**	**$4,087**
TOTAL COST - OPTIONAL		**$2,286**	**$3,006**	**$5,256**	**$6,144**	**$412**	**$2,952**	**$0**	**$0**	**$0**	**$0**	**$0**	**$744**		**$21,000**	**$17,191**	**$9,978**	**$48,169**

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: April 16, 2019
ITEM #: J.13.
SUBJECT: Approval of the Measure F Spending Plan

Recommendation for Action: Staff recommends that the City Council adopt Resolution No.____, approving the updated Measure F Spending Plan.

Staff Contact:
Evis Morales, Senior Management Analyst, (530) 661-5923, evis.morales@cityofwoodland.org

Fiscal Impact:
Measure F (MSF) revenues are estimated to total $73.89 million through the 12-year life of the sales tax measure. The spending plan remains balanced between annual revenues and expenditures, ensures no inter-fund borrowing for the city operations and project execution.

Actual appropriation of MSF, which includes staffing, debt service assistance and capital projects, will occur annually with the adoption of the City's budget.

Background:
On November 2016 the Woodland voters approved MSF, which extended the 1/2 cent supplemental sales tax collected within boundaries of and for the benefit of the City of Woodland. The 12 year approval of MSF, a General Tax, would include funding for general city services such as street maintenance, parks and facility projects, and public safety.

The purpose of the MSF Spending Plan is to allocate the anticipated revenue between the various categories based on overall community need. A spending plan is required based on the ordinance adopted to implement the tax.

Preparation of a spending plan not only meets the requirements of the measure, but it is also necessary so the proposed MSF funded projects and ongoing operating programs can be included in the FY2019/20 Capital Improvement Program and overall City budget.

Discussion:
Over the life of MSF, the proposed spending plan will allocate revenues to four major categories: Parks, Roads, Public Safety and Economic Development.

Parks: The allocation in this category will primarily supplement park impact fees to assist with payment of required debt service on the bonds issued in 2005 to build the Community Center and Sport Park Complexes. A moderate amount of development activity is anticipated in each year, and MSF revenues are planned to cover remaining debt service. To the extent that the entire planned amount is not needed to cover debt service, additional funding would be available to direct to priority projects in existing Park facilities. The bonds will be fully repaid in FY2025/26, and the allocation to Parks subsequent to that year will be entirely available for projects.

Roads: The allocation in this category will provide for an ongoing subsidy to the City's road maintenance program as well as funding for specific road projects. These projects will be identified each year through the Capital Budget process.

Public Safety: The allocation in this category provides funding for staffing in both the Fire and Police departments. Fire staffing includes the Fire Chief and Fire Marshal; Police staffing includes three sworn police officers as well as temporary civilian staffing to assist with records management and non-emergency services.

Economic Development: The allocation in this category funds one position to assist with the City's economic development efforts. Supplemental non-personnel allocations are included in the General Fund budget.

The proposed funding plan for fiscal year 2019/20 includes the following:

Parks - $1.19 million is allocated for Community Center/Sports Park Complex debt Service; $43,500 for park improvements, and $15,000 supports annual Clark Field maintenance. (To the extent that funds allocated for debt service are offset by collection of Park Impact Fees, additional Measure F funds become available to support park improvement projects).

Roads - $2.5 million will fund the West Main Street - Bicycle/Pedestrian Mobility & Safety Improvements and Annual In-House Road Program support.

Public Safety - $1.13 million is dedicated to Public Safety staffing. Specifically, MSF will provide funding for a Fire Chief, Fire Marshal, three (3) Police Officers, and three (3) temporary non-sworn positions.

Economic Development - $255,645 will fund an existing position to assist with Citywide economic development efforts.

The MSF revenue estimate for FY2019/20 is approximately $5.5 million of which $5.14 will be appropriated as summarized below.The revenue estimate is consistent with the sales tax forecast contained in the FY2019/20 preliminary Operations and Maintenance budget.

MSF Spending Plan by Category for FY2019/20

Parks	$1,250,000
Roads	$2,500,000
Public Safety	$1,129,544
Economic Development	$ 255,645
	$5,135,189

Staff is also proposing that the City Council approve an FY2019/20 reservation assignment of $500,000 from fund balance to contribute toward the future southeast area pool project.

Conclusion:

Staff recommends that the City Council adopt Resolution No.____, approving the updated Measure F Spending Plan.

Prepared By: Evis Morales, Senior Management Analyst

Reviewed By: Kimberly McKinney,Finance Officer

Paul Navazio
City Manager

Attachments:
1. 2020 MSF Spending Plan
2. FY20 MSF RESOLUTION NO

MEASURE F SPENDING PLAN

	FY2018/19	FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31	Total
Revenues														
MSF Annual Revenue Projection	4,217,291	5,508,100	5,686,500	5,866,400	6,045,800	6,224,900	6,403,700	6,422,911	6,442,180	6,461,506	6,480,891	6,500,334	1,629,959	73,890,471
Expenditures														
Parks														
Park Debt Service	-	1,191,439	1,187,232	1,182,939	1,178,561	1,174,096	1,169,541	1,164,895	-	-	-	-	-	8,248,702
Clark Field Maintenance	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	195,000
Other Park Projects	-	43,561	47,768	52,061	56,439	60,904	65,459	70,105	1,235,000	1,235,000	1,235,000	1,235,000	297,500	5,633,798
Parks Subtotal	15,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	312,500	14,077,500
Roads														
Measure F - Planning Management	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	12,500	612,500
Annual In-House Road Program Support	750,000	750,000	750,000	750,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	250,000	11,250,000
West Woodland Safe Routes to School	1,250,000	-	-	-	-	-	-	-	-	-	-	-	-	1,250,000
West Main St Bicycle/Ped Mobility & Safety Improvements	450,000	1,700,000	-	-	-	-	-	-	-	-	-	-	-	2,150,000
Gibson Road (West to East Streets)	-	-	1,700,000	-	-	-	-	-	-	-	-	-	-	1,700,000
2021 Pavement Maintenance	-	-	-	1,550,000	150,000	-	-	-	-	-	-	-	-	1,700,000
2022 Pavement Maintenance	-	-	-	150,000	1,550,000	-	-	-	-	-	-	-	-	1,700,000
Other Road Projects	-	-	-	-	-	1,700,000	1,700,000	1,700,000	1,700,000	1,700,000	1,700,000	1,700,000	621,875	12,521,875
Roads Subtotal	2,500,000	2,500,000	2,500,000	2,500,000	2,750,000	2,750,000	2,750,000	2,750,000	2,750,000	2,750,000	2,750,000	2,750,000	884,375	32,884,375
Public Safety														
Fire Staffing	502,732	539,442	589,397	643,707	700,732	760,609	827,282	897,623	971,832	1,050,123	1,132,720	1,219,859	327,948	10,164,007
Police Staffing	552,935	590,102	642,793	699,772	759,601	822,421	888,382	962,083	1,039,838	1,121,869	1,208,411	1,299,714	349,010	10,936,930
Public Safety Subtotal	1,055,667	1,129,544	1,232,190	1,343,479	1,460,333	1,583,030	1,715,664	1,859,706	2,011,670	2,171,992	2,341,131	2,519,573	676,957	21,100,937
Economic Development														
Economic Development Staffing	230,593	255,645	269,706	281,842	294,244	305,719	321,005	337,055	353,908	371,603	390,184	409,693	107,544	3,928,740
Total Expenditures	3,801,260	5,135,189	5,251,896	5,375,322	5,754,577	5,888,749	6,036,669	6,196,761	6,365,578	6,543,595	6,731,315	6,929,266	1,981,377	71,991,553
Net Revenues/Expenditures	416,032	372,911	434,604	491,078	291,223	336,151	367,031	226,150	76,602	(82,089)	(250,424)	(428,933)	(351,418)	1,898,919
Reserve Set Aside	125,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,325,000
Project Reserve/Pool		500,000												
Fund Balance	291,032	63,943	398,547	789,625	980,848	1,217,000	1,484,030	1,610,180	1,586,782	1,404,693	1,054,269	525,337	73,919	

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE UPDATED MEASURE F SPENDING PLAN

WHEREAS, on November 8, 2016 the Woodland voters approved Measure F (MSF) which extended the ½ cent supplemental sales tax collected within the boundaries of and for the benefit of the City of Woodland; and

WHEREAS, the MSF Spending Plan will fund general city services, including, but not limited to, street maintenance, parks and facility capital projects, and public safety; and

WHEREAS, the MSF Spending Plan will be updated at least bi-annually; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND HEREBY RESOLVES:

Section 1. That the attached MSF Spending Plan is hereby approved.

PASSED AND ADOPTED by the City Council of the City of Woodland this 16th day of April 2019, by the following votes:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Xochitl Rodriguez, Mayor

ATTEST:

____
Ana B. Gonzalez, City Clerk

APPROVED AS TO FORM

____
Kara K. Ueda, City Attorney