



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

June 4, 2019
6:00 PM

CITY COUNCIL

CLOSED SESSION

5:30 PM

1. Conference with Labor Negotiators, Pursuant to Government Code Section 54957.6
Agency Designated Representatives: City Manager and Human Resources
Employee Organization(s): Woodland City Employees Association, Woodland Professional Firefighters', Fire Mid-Management and Confidential
2. Public Employee Performance Evaluation, Pursuant to Section 54957
Title: City Manager

A. CALL TO ORDER

B. CLOSED SESSION

REGULAR JOINT CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

C. CALL TO ORDER

D. ROLL CALL

E. PLEDGE OF ALLEGIANCE

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.

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.

3. SUBJECT: Long Range Calendar

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

H. MINUTES

4. SUBJECT: Commission on Aging Minutes from March 21, 2019

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the March 21, 2019 Commission on Aging meeting minutes.

5. SUBJECT: Parks & Recreation Commission Meeting Minutes for March 25, 2019

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the March 25, 2019 Parks & Recreation Commission Meeting Minutes.

I. PRESENTATIONS

6. SUBJECT: 2018 Water Quality Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive and review the 2018 Water Quality Report

J. CONSENT CALENDAR

7. SUBJECT: Approval of 2019 Emergency Solutions Grant application submittal by Fourth and Hope

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the submittal of a 2019 Emergency Solutions Grant from Fourth and Hope and direct the City Manager to sign a Certification of Local Approval for the application.

8. SUBJECT: Authorize Contract Amendment with Economic and Planning Systems for the MPFP Annual Update Project, CIP #08-57

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, amending the consultant services agreement with Economic and Planning Systems (EPS) for the MPFP Annual Update Project, #08-57 in the additional amount of \$10,000 for a total agreement amount of \$58,000 and authorize the City Manager to execute the amendment.

9. SUBJECT: Adopt Ordinances related to Board and Commission Amendments

RECOMMENDATION FOR ACTION: Staff recommends that the City Council take the following actions:

- 1) Adopt Ordinance No. 1644, an Ordinance of the City Council of the City of Woodland to Amend Section 2.28.020 of the Woodland Municipal Code regarding the Appointment of Members to the Planning Commission; and
- 2) Adopt Ordinance No. 1645, an Ordinance of the City Council of the City of Woodland to Repeal Sections 2.28.040 and 10.04.090 and to amend Section 10.08.210 of the Woodland Municipal Code to abolish the Traffic Safety Commission and make Related Conforming Changes; and
- 3) Adopt Ordinance No. 1646, an Ordinance of the City Council of the City of Woodland to amend Sections 2.04.210, 2.04.270, and 2.04.280 of the Woodland Municipal Code regarding City Council Appointments to Boards, Commissions and Committees.

10. SUBJECT: First 5 Yolo - The CHILD Project: Road to Resilience

RECOMMENDATION FOR ACTION: Staff recommends that the City Council authorize a one-time funding allocation from the General Fund in an amount not-to-exceed \$50,000 in support of First 5 Yolo's "The CHILD Project" for fiscal year 2019/20.

K. REPORTS OF THE CITY MANAGER

11. SUBJECT: Traffic Calming Program Update; Approve Plans and Specifications; Authorize Bid Advertisement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council 1) Receive a report and provide feedback on recommended update to the City's Neighborhood Traffic Calming Program, 2) Adopt Resolution No. _____, to approve the Traffic Calming Warrants and Program Outline; and 3) Adopt Resolution No. _____, approving the project plans and specifications for the 2019 Traffic Calming Project.

12. SUBJECT: Parks and Recreation Facilities Maintenance and Improvement Project Updates

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an update on parks and recreation facilities, usage, maintenance and identified improvement projects.

13. SUBJECT: Appoint Members to various Boards, Commissions and Committees

RECOMMENDATION FOR ACTION: Staff recommends that the City Council appoint members to the various Boards, Commissions and Committees

14. SUBJECT: Presentation of the FY2019/20 Proposed Budget

RECOMMENDATION FOR ACTION: Staff recommends that Council formally receive the proposed budget for FY 2019/20.

L. 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 for Tuesday, June 4, 2019 was posted on Friday, May 31, 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: June 4, 2019
ITEM #: G.3.
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 is 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

UPDATED COUNCIL LONG RANGE CALENDAR

JUNE 18TH

REGULAR MEETING

Call for Public Hearing for WM Liens on July 16, 2019
 Woodland Research & Technology Park – Specific Plan Update
 Public Hearing – Lighting and Landscaping
 FY 2019/20 Budget Adoption
 Merrit Sub-Division Tentative Map and Development Agreement
 Mini Storage Moratorium Extension
 Contract amendment #6 w/MBK Engineers - Lower Cache Creek Feasibility Study, CIP #09-15
 Contract amendment #1 with Madrone for the Lower Cache Creek Feasibility Study, CIP #09-15
 Contract Amendment for the E. Main Street Bicycle Improvement Project, CIP #13-05
 Development Impact Fee Administrative Guidelines

JULY 2ND

REGULAR MEETING

Presentation – Yolo Resiliency Plannig Group
 Community Pool Project Update
 City Council Meeting Minutes of June 4, 2019 and June 18, 2019
 Chamber Annual Report

JULY 16TH

REGULAR MEETING

Public Hearing – Waste Manaement Liens
 Landmark Trees Designations

COUNCIL SUMMER RECESS – JULY 17, 2019 THRU AUGUST 19, 2019

Future Topics / Study Sessions:

August Sustainability Study Session (TBD)	September Flood Protection Project Study Session
October	November Commercial Cannabis Ordinance Update
TBD Tree Preservation Ordinance Mobile Food Vendor Permits Non-Conforming Use Zoning Update Smoke / Vaping Shops	



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: H.4.
SUBJECT: Commission on Aging Minutes from March 21, 2019

Recommendation for Action: Staff recommends that the City Council receive the March 21, 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 May 9, 2019 and approved the March 21, 2019 meeting minutes.

Conclusion:

Staff recommends that the City Council receive the March 21 Commission on Aging meeting minutes.

Prepared By: Dallas Tringali, Community Services Program Manager

Reviewed By: Christine Engel, Community Services Director

A handwritten signature in black ink, appearing to read "Paul Navazio".

Paul Navazio
City Manager

Attachments:

1. 032119 Minutes

City of Woodland

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



Commission on Aging –

Thursday, March 21, 2019

4:00 PM

A. CALL TO ORDER

Meeting called to order at 03:58 PM

B. ROLL CALL

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

Absent: None

Excused: None

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

Commissioner Terry Kelley asked that the A4AA update be added to the regular calendar. Commissioner Terry Kelley would like the COA bylaws and responsibility, reviewed by the Commission. Commissioner Terry Kelley recited section 2-7-86 Power and duties to the Commission. Discussion followed where the Commission discussed a survey. Commissioner Don Campbell stated that a member of SCI should be on COA. Commissioner Overholt stated that SCI & COA use to trade off going to each others meetings. Commissioner Linda Weesner asked if Commission should codify relationship between the two.

E. NEW BUSINESS

F. REGULAR CALENDAR

1. Consider Commissioner Requests for Planned Absences from Future Meetings

On a motion by Commissioner Linda Weesner to approve Commissioner Heidi Wheeler's request to be absent from the April, seconded by Commissioner Terry Kelley and carried unanimously,

Ayes: Chairperson Don Campbell, Commissioner Terry Kelley, Commissioner Regan Overholt, Commissioner Linda Weesner, Commissioner Heidi Wheeler

Noes: None

Absent:

On a motion by Commissioner Terry Kelley to move the May meeting to May 9, 2019, seconded by Commissioner Heidi Wheeler and carried unanimously,

Ayes: Chairperson Don Campbell, Commissioner Terry Kelley, Commissioner Regan Overholt, Commissioner Linda Weesner, Commissioner Heidi Wheeler

Noes: None

2. Approve January 17, 2019 minutes

On a motion by Commissioner Linda Weesner to approve the January 17, 2019 minutes with edits, seconded by Commissioner Terry Kelley and carried unanimously,

Ayes: Chairperson Don Campbell, Commissioner Terry Kelley, Commissioner Regan Overholt, Commissioner Linda Weesner, Commissioner Heidi Wheeler

Noes: None

Absent:

- i. Committee Reports

Commissioner Terry Kelley attended the A4AA meeting, Dana from OES' focus on shelter, lot evaluation, SNAP program. Healthcare Preparedness Coalition need numbers (needs organizations to join), Commissioner Terry Kelley will contact this group and promote "Yolo Alert" in newsletter and contact PD VIPS. Discussion followed concerning the different groups that assist seniors with emergency situations.

G. REPORT OF THE STAFF

3. Monthly Senior Center Report

Verbal updates provided by Staff. Invites and confirmations are coming in for the Senior Resource Fair. Educational programs are not well attended. 9 a.m. to 12 p.m. on May 23, 2019. Last month COA asked to look at Community Services Department, what the make up is, what partnerships, and what programs are offered. CSD includes Parks, Recreation, Housing, CSD Grant Program, The Senior Center is a function of the CSD. 50% of Tringali's time is dedicated to the Senior Center. Bridget is a half time staff dedicated to the Senior Center who organizes the volunteers, updates the monthly Senior Gram. Tringali has oversight of the Woodland Community & Senior Center. Programs are brought in and vetted by Tringali, programs are on the second and third page of the report, these include Art, Exercise, Games. City partners with HICAP, Care Car, SCI, Woodland Computer Club, Meals on Wheels, and the Food Bank. SCI pays for postage for Senior Gram, City pays to print the document. SCI funds five large events annually, have scholarships. The \$1,000.00 budgeted for the Senior Center is from the General Fund. Enterprise budget is a in-out budget, we are able to make enough to cover halftime coordinator. Staff is looking for educational programs. When new programs are considered, it is asked is the program good for our seniors, how many seniors will participate? Commissioner Overholt asked how the COA could help to fund a full time position.

H. COMMUNICATIONS - PUBLIC COMMENT

I. AGENDA ITEMS FOR NEXT MEETING

4. Next meeting April 18, 2019

April 18, 2019 meeting cancelled due to no quorum.

May meeting changed to May 9, 2019 as a Special Meeting.

J. ADJOURN

Meeting adjourned at 05:30 PM



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: H.5.
SUBJECT: Parks & Recreation Commission Meeting Minutes for March 25, 2019

Recommendation for Action: Staff recommends that the City Council receive the March 25, 2019 Parks & Recreation Commission Meeting Minutes.

Staff Contact:

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

Discussion:

The Parks & Recreation Commission held their last meeting on May 20, 2019. At this meeting the Parks & Recreation Commission approved the minutes from March 25, 2019.

Conclusion:

Staff recommends that the City Council receive the March 25, 2019 Parks & Recreation Commission Meeting Minutes.



Paul Navazio
City Manager

Attachments:

1. 3252019 Minutes

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission –

Monday, March 25, 2019

6:30 PM

A. CALL TO ORDER

Commission Members Present: Commissioner Rashid Ali, Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder
Absent:
Excused:

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

E. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

F. PRESENTATION

G. COMMITTEE REPORTS

1. Standing Committee Report

- Facilities Committee
- Program & Department Evaluation
- Budget & Finance Committee
- Urban Forest Committee
- Volunteerism Committee

Verbal updates provided by Commission Members.

H. CONSENT CALENDAR

2. Approve Minutes for January 28, 2019

On a motion by Vice-Chairperson Carla White-Snyder to approve the January 28, 2019 minutes as written, seconded by Commissioner Andrew Foraker and carried unanimously.

Ayes: Commissioner Rashid Ali, Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder

Noes: None

Absent:

3. Approve Minutes for February 25, 2019

On a motion by Commissioner Rashid Ali to approve minutes for February 25, 2019, seconded by Commissioner Andrew Foraker and carried unanimously, Approve Minutes for February 25, 2019

Ayes: Commissioner Rashid Ali, Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder

Noes: None

Absent:

I. OTHER BUSINESS

4. Commission Absent Requests

On a motion by Vice-Chairperson Carla White-Snyder to approve Commissioner Rashid Ali absence from the May meeting, seconded by Commissioner Andrew Foraker and carried unanimously,

Ayes: Commissioner Rashid Ali, Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder

Noes: None

Absent:

J. REPORT OF THE STAFF

5. Community Services Staff Report for March 25, 2019

Verbal updates provided by Staff.

K. NEXT MEETING

6. April 22, 2019

L. ADJOURN

On a motion by Vice-Chairperson Carla White-Snyder to adjourn the meeting at 7:00 p.m., seconded by Commissioner Rashid Ali and carried unanimously.

Ayes: Commissioner Rashid Ali, Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder

Noes: None

Absent:



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: I.6.
SUBJECT: 2018 Water Quality Report

Recommendation for Action: Staff recommends that the City Council receive and review the 2018 Water Quality Report

Staff Contact

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

Fiscal Impact

Staff management and publication and distribution costs are approximately \$3,000 and funded through the Water Enterprise fund.

Background

The City of Woodland is dedicated and committed to providing the highest quality drinking water feasible. Each year, the City samples and analyzes the water supply to ensure the system meets or exceeds all regulatory requirements for health standards. The attached 2018 Annual Water Quality Report educates consumers by outlining and defining the test results and sources for both regulated and unregulated substances and identifies areas of continuing and growing concern for water system reliability. The results from the 2018 testing and analysis, as outlined in the attached report, reflect that Woodland water continues to meet or exceed all current primary and secondary quality standards without violations. Staff recommends that the City Council read the attached 2018 Annual Water Quality Report to learn more about the quality of Woodland's water.

Per State regulations the City, as a water purveyor, produces and distributes an Annual Water Quality Report to inform consumers of water quality testing results and to address related items or areas of interest of current or future water quality. The attached report was developed using staff input and will be published by Gemini Group LLC. This report will be available online and is referenced in the July utility bill. Paper copies will be available at City facilities (Municipal Services Center, Library, and Woodland Community Center) or upon request. In order to conserve resources, a paper copy will not be distributed in utility bills.

As outlined in the report, drinking water standards are identified as Primary (regulated and enforced for health), Secondary (regulatory recommendations for aesthetics - taste, odor, color), and Unregulated (may be regulated in the future). The report addresses the sources, source water assessment, health information, and contact information related to the City's drinking water. The report also provides information on other subjects of interest, such as the surface water treatment process, water footprints, lead in home plumbing, and EPA maximum contaminant levels and potential upcoming regulations.

Discussion

The Woodland Davis Clean Water Agency (WDCWA) began delivery of high quality treated Sacramento River water on June 1, 2016. In the first full calendar year of receiving surface water, 2017, the City received 189 water quality complaints as the distribution system adjusted to the new water chemistry. In 2018, the City received only 78 water quality complaints, a 59% reduction from the previous year. The City received 98% of

its water supply from WDCWA in year 2018. The remaining 2% came from groundwater and was pumped into the transmission main to meet high demand in summer. This approach provides consistent water quality Citywide and avoids using groundwater directly into the distribution system or directly to customers.

Three Aquifer Storage and Recovery (ASR) Wells have been completed, with the completion of two of them in early 2018. ASR wells store treated surface water in the groundwater aquifer during the winter months when water demand is lower (excess of supply) and distribute the treated surface water during the summer when water demand is higher (limited supply). The three ASR wells have now stored over 1.1 billion gallons of water. Instead of using groundwater to meet supplemental summer demand, stored ASR water will be prioritized in 2019. Other ongoing projects, such as the West Street Water Main Project Part 2, the 2018 Water Main Replacement Project, and the Dog Gone Alley Bush St. to College St. Water/Sewer Repair/Replacement Project, will also improve water supply reliability. Phase 1 of the West Street Water Main Project has been completed and has improved circulation of water quality throughout the City.

Before the creation of WDCWA, the only water source was obtained from wells that tap into groundwater aquifers at varying depths throughout the city. Though three wells were demolished in 2017, two were sold, and one well was converted to irrigate Ferns Park, several wells remain as part of the water system as a backup supply in addition to the three blending wells and three ASR wells.

Two constituents of concern found in the groundwater are Nitrate and Chromium 6. Nitrate contamination of groundwater comes from fertilizers, industrial waste chemicals, seepage from septic systems, and animal manure. Nitrate concentration levels vary throughout the city and vary within each well site. Trends demonstrate nitrate levels are, on average, rising at a concerning number of well sites. Chromium 6 is naturally occurring in the groundwater from erosion of natural deposits. The State Water Resource Control Board, Division of Drinking Water (SWRCB DDW) passed a California Maximum Contaminant Limit (MCL) of 10 parts per billion (ppb) in 2014 for hexavalent chromium. The State of California rescinded the hexavalent chromium MCL on September 11, 2017 and is reevaluating a new MCL for hexavalent chromium. The water supplied through WDCWA has near zero levels of Chromium 6 and Nitrate, and allows the city to comply with Nitrate and Chromium 6 MCLs.

The 2018 annual water quality report includes water quality results from the City of Woodland utilizing the WDCWA (treated surface water). The website location of the water quality report will be distributed to residents via their utility bill by July 2019. Both the English and Spanish versions of the water quality report will be available on the City's website. Water Quality Report pamphlets will be made available to the general public at City Hall, Woodland Public Library, and Woodland Community & Senior Center.

Conclusion

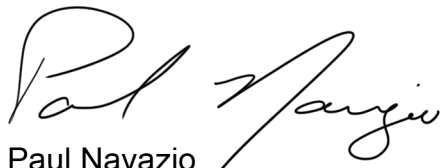
Staff recommends that the City Council receive and review the 2018 Water Quality Report.

Prepared by: Matt Cohen, Senior Engineering Assistant

Reviewed by: Tim Busch, Principal Utilities Civil Engineer

Brent Meyer, City Engineer

Ken Hiatt, Assistance City Manager/Community & Economic Development Director



Paul Navazio
City Manager

Attachments:

1. Report

ANNUAL WATER QUALITY REPORT

WATER TESTING PERFORMED IN 2018



Presented By
City of Woodland



Our Mission Continues

We are once again pleased to present our annual water quality report covering all testing performed between January 1 and December 31, 2018. Over the years, we have dedicated ourselves to producing drinking water that meets all state and federal standards. We continually strive to adopt new methods for delivering the best-quality drinking water to you. As new challenges to drinking water safety emerge, we remain vigilant in meeting the goals of source water protection, water conservation, and community education while continuing to serve the needs of all our water users.

Please remember that we are always available should you ever have any questions or concerns about your water.

Information on the Internet

The U.S. EPA (<https://goo.gl/TFAMKc>) and the Centers for Disease Control and Prevention (www.cdc.gov) websites provide a substantial amount of information on many issues relating to water resources, water conservation, and public health. Also, the Division of Drinking Water and Environmental Management has a website (<https://goo.gl/kGepu4>) that provides complete and current information on water issues in California, including valuable information about our watershed.

Source Water Assessment

The State Water Resources Control Board Division of Drinking Water requires water providers to conduct a source water assessment (SWA) to help protect the quality of future water supplies. The SWA describes where a water system's drinking water comes from, the type of polluting activities that may threaten source water quality, and an evaluation of the water's vulnerability to those threats.

The surface water assessment for the Sacramento River identified agricultural drainage, livestock, recreation, urban runoff, industrial discharge, wastewater facilities, and watershed spills as potential contaminating activities. The 2015 Sacramento River Watershed Sanitary Survey Report is available from the City of Woodland website: <http://www.cityofwoodland.org/DocumentCenter/View/1069/Westside-Sacramento-Integrated-Regional-Water-Management-Plan-PDF>.

The groundwater assessment for the City of Woodland was completed in December 2002 and updated for new well construction. Our groundwater is most vulnerable to present-day land use activities, including agriculture, use of septic systems, gas stations, and dry cleaners, and historical contamination plumes from these sources. A copy of the complete assessment report is available from the City of Woodland website: <http://www.cityofwoodland.org/DocumentCenter/View/1575/Drinking-Water-Source-Assessment-PDF>.

Important Health Information

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



Substances That Could Be in Water

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

In order to ensure that tap water is safe to drink, the U.S. Environmental Protection Agency (U.S. EPA) and the State Water Resources Control Board (State Board) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems.

The U.S. Food and Drug Administration regulations and California law also establish limits for contaminants in bottled water that provide the same protection for public health. Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk.

Contaminants that may be present in source water include:

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

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

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

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

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

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

What's Your Water Footprint?

You may have some understanding about your carbon footprint, but how much do you know about your water footprint? The water footprint of an individual, community, or business is defined as the total volume of freshwater that is used to produce the goods and services that are consumed by the individual or community or produced by the business. For example, 11 gallons of water are needed to irrigate and wash the fruit in one half-gallon

container of orange juice. Thirty-seven gallons of water are used to grow, produce, package, and ship the beans in that morning cup of coffee. Two hundred and sixty-four gallons of water are required to produce 1 quart of milk, and 4,200 gallons of water are required to produce 2 pounds of beef.

According to the U.S. EPA, the average American uses over 180 gallons of water daily. In fact, in the developed world, one flush of a toilet uses as much water as the average person in the developing world allocates for an entire day's cooking, washing, cleaning, and drinking. The annual American per capita water footprint is about 8,000 cubic feet, twice the global per capita average. With water use increasing sixfold in the past century, our demands for freshwater are rapidly outstripping what the planet can replenish.

To check out your own water footprint, go to <http://goo.gl/QMoIXT>.

CONTACT Us

For more information about this report, or for any questions relating to your drinking water, please phone the Woodland Public Works Department at (530) 661-5962 or email pubworks@cityofwoodland.org.

Para más información acerca del reporte o si tiene preguntas acerca del agua potable por favor llame al Departamento de Obras Públicas de la Ciudad de Woodland al (530) 661-5962 o envíe un correo electrónico a pubworks@cityofwoodland.org.

Property owners, please share this information with your tenants!

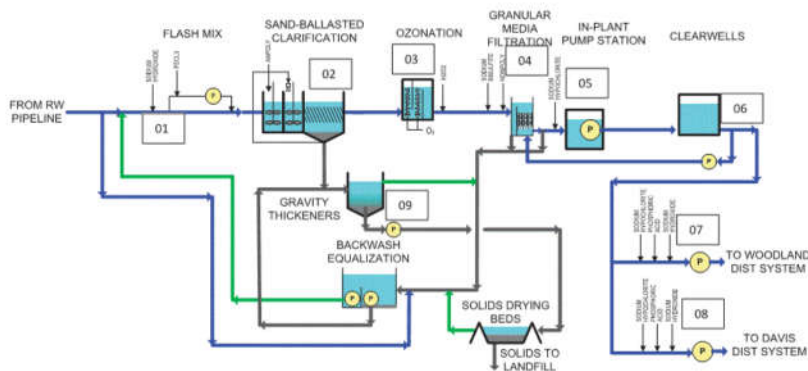


Where Does Your Water Come From?

The City of Woodland has two sources of drinking water: surface water (primary supply) and groundwater (backup supply).

Surface water is pumped from the Sacramento River to the Woodland-Davis Clean Water Agency's (WDCWA) Regional Water Treatment Facility (RWTF) for various treatment processes (see diagram) and the addition of chlorine (for disinfection) prior to distribution. For more information about the RWTF, visit <http://www.wdcwa.com/>. Surface water is also stored below ground in the city's three aquifer storage and recovery wells for use in summer months to supplement WDCWA-supplied water.

Surface Water Treatment Process



Groundwater Treatment Process

If additional supply is needed, the city can pump groundwater from five immediately operational wells located throughout the city to the distribution pipe system. Water from three of the wells is blended with surface water prior to reaching any customers and prioritized over the well water sent directly into the distribution system. Groundwater comes from rain that seeps down through the soil until it reaches an impermeable layer. The water is filtered naturally by sand and gravel as it passes into the aquifers. This is standard practice in well water systems. The only treatment administered is the addition of liquid chlorine (sodium hypochlorite) at the wells for disinfection. The city maintains six additional wells as a further backup water source.

Lead in Home Plumbing

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. We are responsible for providing high-quality drinking water, but we cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. (If you do so, you may wish to collect the flushed water and reuse it for another beneficial purpose, such as watering plants.) If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline at (800) 426-4791 or at www.epa.gov/safewater/lead.



Test Results

Our water is monitored for many different kinds of substances on a very strict sampling schedule, and the water we deliver must meet specific health standards. Here, we only show those substances that were detected in our water (a complete list of all our analytical results is available upon request). Remember that detecting a substance does not mean the water is unsafe to drink; our goal is to keep all detects below their respective maximum allowed levels.

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

We participated in the fourth stage of the U.S. EPA's Unregulated Contaminant Monitoring Rule (UCMR4) program by performing additional tests on our drinking water. UCMR4 sampling benefits the environment and public health by providing the U.S. EPA with data on the occurrence of contaminants suspected to be in drinking water in order to determine if U.S. EPA needs to introduce new regulatory standards to improve drinking water quality. Unregulated contaminant monitoring data are available to the public, so please feel free to contact us if you are interested in obtaining that information. If you would like more information on the U.S. EPA's Unregulated Contaminants Monitoring Rule, please call the Safe Drinking Water Hotline at (800) 426-4791.

REGULATED SUBSTANCES

SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	MCL [MRDL]	PHG (MCLG) [MRDLG]	AMOUNT DETECTED	RANGE LOW-HIGH	VIOLATION	TYPICAL SOURCE
Barium (ppm)	2018	1	2	0.022	NA	No	Discharges of oil drilling wastes and from metal refineries; erosion of natural deposits
Bromate (ppb)	2018	10	0.1	0.1	ND–1.3	No	By-product of drinking water disinfection
Chlorine (ppm)	2018	[4.0 (as Cl ₂)]	[4 (as Cl ₂)]	0.8	0.8–0.9	No	Drinking water disinfectant added for treatment
Control of DBP precursors [TOC] (ppm)	2018	TT	NA	0.96	0.77–1.3	No	Various natural and man-made sources
Haloacetic Acids (ppb)	2018	60	NA	14.3	ND–25	No	By-product of drinking water disinfection
Hexavalent Chromium (ppb)	2018	NS ¹	0.02	0.33	NA	No	Discharge from electroplating factories, leather tanneries, wood preservation, chemical synthesis, refractory production, and textile manufacturing facilities; erosion of natural deposits
Nitrate [as nitrogen] (ppm)	2018	10	10	ND	NA	No	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits
TTHMs [Total Trihalomethanes] (ppb)	2018	80	NA	24.8	6.6–26	No	By-product of drinking water disinfection

Tap water samples were collected for lead and copper analyses from sample sites throughout the community

SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	AL	PHG (MCLG)	AMOUNT DETECTED (90TH %ILE)	SITES ABOVE AL/ TOTAL SITES	VIOLATION	TYPICAL SOURCE
Copper (ppm)	2017	1.3	0.3	0.07	0/60	No	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
Lead (ppb)	2017	15	0.2	ND	0/60	No	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits

SECONDARY SUBSTANCES

SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	SMCL	PHG (MCLG)	AMOUNT DETECTED	RANGE LOW-HIGH	VIOLATION	TYPICAL SOURCE
Chloride (ppm)	2018	500	NS	17	NA	No	Runoff/leaching from natural deposits; seawater influence
Manganese (ppb)	2018	50	NS	ND	NA	No	Leaching from natural deposits
Sulfate (ppm)	2018	500	NS	5.5	NA	No	Runoff/leaching from natural deposits; industrial wastes
Total Dissolved Solids (ppm)	2018	1,000	NS	136	96–180	No	Runoff/leaching from natural deposits
Turbidity (NTU)	2018	5	NS	0.03	0.03–0.07	No	Soil runoff

UNREGULATED AND OTHER SUBSTANCES ²

SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	AMOUNT DETECTED	RANGE LOW-HIGH
Calcium (ppm)	2018	14	9–17
Chlorate (ppb)	2018	130	78–220
Hardness, Total [as CaCO₃] (ppm)	2018	63	45–93
Magnesium (ppm)	2018	7.2	NA
pH (Units)	2018	7.9	7.9–7.9
Sodium (ppm)	2018	19	NA

UNREGULATED CONTAMINANT MONITORING RULE - PART 4 (UCMR4)

SUBSTANCE (UNIT OF MEASURE)	YEAR SAMPLED	AMOUNT DETECTED	RANGE LOW-HIGH
Bromochloroacetic acid	2018	1.6	0.39 - 2.4
Bromodichloroacetic acid	2018	1.4	0.52 - 2.1
Chlorodibromoacetic acid	2018	0.70	ND - 1.1
Dibromoacetic acid	2018	0.92	ND - 3.0
Dichloroacetic acid	2018	2.4	0.72 - 3.9
Trichloroacetic acid	2018	2.0	0.63 - 15

¹There is currently no MCL for hexavalent chromium. The previous MCL of 10 ppb was withdrawn on September 11, 2017.

²Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.

Definitions

90th %ile: The levels reported for lead and copper represent the 90th percentile of the total number of sites tested. The 90th percentile is equal to or greater than 90% of our lead and copper detections.

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

LRAA (Locational Running Annual Average): The average of sample analytical results for samples taken at a particular monitoring location during the previous four calendar quarters. Amount Detected values for TTHMs and HAAs are reported as the highest LRAAs.

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

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

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

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

NA: Not applicable.

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

NS: No standard.

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

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

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

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

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

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: J.7.
SUBJECT: Approval of 2019 Emergency Solutions Grant application submittal by Fourth and Hope

Recommendation for Action: Staff recommends that the City Council approve the submittal of a 2019 Emergency Solutions Grant from Fourth and Hope and direct the City Manager to sign a Certification of Local Approval for the application.

Staff Contact: Dan Sokolow, Senior Planner – 530-661-5927, dan.sokolow@cityofwoodland.org

Fiscal Impact:

There is no impact to the City.

Background:

The State Department of Housing and Community Development (HCD) administers the funding for the Emergency Solutions Grant (ESG) program in California. ESG is funded at the Federal level through the McKinney-Vento Homeless Assistance Act. Previously known as the Emergency Shelter Grants Program, the program's name was changed in 2009 to reflect the program's focus and the Federal goal of ensuring that individuals and families who become homeless return to permanent housing. ESG funds may be used for the following homeless-related activities: street outreach, emergency shelters, homeless prevention, rapid re-housing assistance, homeless management information systems, and administrative activities (local grant administration).

Fourth and Hope last received ESG funds in 2017 in the amount of \$200,000 for its Emergency Shelter Services (ESS) Program. The City is funding Fourth and Hope's emergency shelter with \$12,000 in CDBG funds for the current fiscal year (FY19) and providing \$10,000 from separate funds for the winter component of the same program through the City's participation in the Countywide Homeless Coordination Project. In addition, the City has awarded Fourth & Hope \$112,000 in CDBG funds for the following improvements at the emergency shelter: rehabilitation of the restrooms, repairs to laundry room, and changes to the office area to accommodate a caretaker's living space.

Discussion:

Fourth and Hope plans to apply for ESG funds of \$200,000 this year for its ESS Program. The ESS Program offers dormitory style shelter for up to 65 individuals daily (including families). The 90-day program requires accountability and offers daily breakfasts, packed lunches, dinner meals, counseling, mailbox services, showers, laundry facilities, employment training, a literacy program, substance abuse education groups and case management, including access to benefits and job and housing search assistance. Guests are required to attend life skills, health, employment and housing readiness classes and make progress on their personal development plan to stay in the shelter.

One of the submittal requirements for ESG applicants includes a "Certification of Local Approval" which must

be completed by a city (or county if the proposed ESG project is located in an unincorporated area).

Conclusion:

Staff recommends that the City Council approve the submittal of a 2019 Emergency Solutions Grant from Fourth and Hope and direct the City Manager to sign a Certification of Local Approval for the application.

Prepared by: Dan Sokolow
Senior Planner

Reviewed by: Christine Engel
CSD Director

Paul Navazio, City Manager



Paul Navazio
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: J.8.
SUBJECT: Authorize Contract Amendment with Economic and Planning Systems for the MPFP Annual Update Project, CIP #08-57

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, amending the consultant services agreement with Economic and Planning Systems (EPS) for the MPFP Annual Update Project, #08-57 in the additional amount of \$10,000 for a total agreement amount of \$58,000 and authorize the City Manager to execute the amendment.

Staff Contact:

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

Fiscal Impact:

The MPFP Annual Update Project, CIP 08-57 is fully funded in the Capital Budget in the amount of \$105,000. The project funding is from the General City Development Fund. There is sufficient funding in the project budget to pay for this contract amendment.

Background:

In March 2017, the City initiated a contract with EPS for \$28,000 in order to update our development impact fees. This contract was amended in November 2018 for an amount of \$20,000 in order to finish updating the fee calculations and writing the impact fee report. As part of writing the report, EPS spent a significant amount of time responding to requests from staff, City management and the development community. Examples of this additional work include the following: alternatives analysis and the creation of geographic and size fee categories for residential units, helping the City respond to requests from the Building Industry Association, performing additional analysis related to the cost breakdown for fee program projects, and providing the City with impact fee program comparison data. Because of this additional work effort, EPS is owed an additional amount of \$10,000. This brings the total contract amount to \$58,000.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, amending the consultant services agreement with Economic and Planning Systems (EPS) for the MPFP Annual Update Project, #08-57 in the additional amount of \$10,000 for a total agreement amount of \$58,000 and authorize the City Manager to execute the amendment.

Prepared By: Brent Meyer, City Engineer

Reviewed By: Ken Hiatt, Assistant City Manager/Community & Economic Director


Paul Navazio
City Manager

Attachments:

1. Resolution
2. EPS Contract Proposal

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WOODLAND APPROVING AN AMENDMENT WITH ECONOMIC AND
PLANNING SYSTEMS (EPS) FOR THE MPFP UPDATE PROJECT, 08-57**

WHEREAS, the MPFP Update Project, CIP 08-57 is fully funded in the Capital Budget;
and

WHEREAS, the City has contracted with EPS in an amount of \$48,000 including the
original contract and amendments; and

WHEREAS, the City now desires to amend this contract for an additional amount of
\$10,000 for a total contract amount of \$58,000; and

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

Section 1. The City Council hereby approves the contract amendment and authorizes and
directs the City Manager to execute the amendment for \$10,000 for a total contract amount of
\$58,000 for the MPFP Annual Update Project, #08-57.

Section 2. An executed copy of the amendment is available and on file in the City Clerk's
office and is incorporated herein by reference and made a part of this Resolution.

PASSED AND ADOPTED this 4th day of June 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Xóchitl Rodriguez, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

The Economics of Land Use



April 5, 2019

Brent Meyer
City Engineer
City of Woodland
300 First Street
Woodland, CA 95695

Subject: Major Projects Financing Plan Fee Nexus Study Update;
EPS #162110

Dear Brent:

Economic & Planning Systems, Inc. (EPS) has appreciated the opportunity to work with the City of Woodland (City) to prepare an update of the Major Projects Financing Plan (MPFP) Fee Nexus Study (Nexus Study Update). EPS began working on this project in July 2018. Since that time, EPS has prepared several table sets detailing the MPFP Fee Update at various stages of the analysis, as well as a draft MPFP Nexus Study Update. EPS also participated in several meetings with the City. To complete the project, EPS will prepare the final Nexus Study Update report.

The current project budget is \$48,000, which includes \$28,000 for the initial MPFP Fee Update calculations and \$20,000 to finalize the calculations and prepare the report. In recent months, EPS has spent significantly more time than anticipated to complete the fee calculations and prepare the report. The majority of the unanticipated time was spent analyzing alternative assumptions and methodologies. EPS has prepared five table sets since December 2018 to document the results of various alternatives considered. In particular, the various scenarios examined changes to the following items:

- Land uses
- Land use projections
- Underlying assumptions used in cost allocations
- Cost allocation timeframes
- Improvement costs and amounts allocated to new development
- Parks cost estimates and cost allocation methodology

Economic & Planning Systems, Inc.
400 Capitol Mall, 28th Floor
Sacramento, CA 95814
916 649 8010 tel
916 649 2070 fax

*Oakland
Sacramento
Denver
Los Angeles*

www.epsys.com

EPS requests a budget amendment of **\$10,000** to cover the unanticipated time spent in preparing the Nexus Study Update analysis and report in the past few months, as well as the estimated remaining time to complete the report. If approved, the total budget authorization for this project would be **\$58,000**, as detailed below:

Original Budget for Fee Update Calculations (February 2017)	\$28,000
First Budget Amendment for Report Preparation (November 2018)	\$20,000
<u>Second Budget Amendment (April 2019)</u>	<u>\$10,000</u>
Total Project Budget (if approved)	\$58,000

EPS charges for its services on a direct-cost (hourly billing rates plus direct expenses), not-to-exceed basis; therefore, you will be billed only for the work EPS completes up to the authorized budget amount. EPS's 2019 Hourly Billing Rates are attached as part of this letter proposal.

EPS looks forward to completing the final report for this project and to working with you in the future. Please call me at (916) 649-8010 if you have questions or require changes to this proposal. Otherwise, please forward the necessary contract documents to EPS for signature.

Sincerely,

ECONOMIC & PLANNING SYSTEMS, INC. (EPS)



Jamie Gomes
Managing Principal

Attachment

2019 HOURLY BILLING RATES

Sacramento Office

Managing Principal	\$260–\$300
Senior Principal	\$300
Principal	\$235–\$255
Executive/Senior Vice President	\$235
Vice President	\$210
Senior Technical Associate	\$195
Senior Associate	\$180
Associate	\$165
Research Analyst II	\$125
Research Analyst I	\$95
Production and Administrative Staff	\$80

Billing rates updated annually.





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: J.9.
SUBJECT: Adopt Ordinances related to Board and Commission Amendments

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

- 1) Adopt Ordinance No. 1644, an Ordinance of the City Council of the City of Woodland to Amend Section 2.28.020 of the Woodland Municipal Code regarding the Appointment of Members to the Planning Commission; and
- 2) Adopt Ordinance No. 1645, an Ordinance of the City Council of the City of Woodland to Repeal Sections 2.28.040 and 10.04.090 and to amend Section 10.08.210 of the Woodland Municipal Code to abolish the Traffic Safety Commission and make Related Conforming Changes; and
- 3) Adopt Ordinance No. 1646, an Ordinance of the City Council of the City of Woodland to amend Sections 2.04.210, 2.04.270, and 2.04.280 of the Woodland Municipal Code regarding City Council Appointments to Boards, Commissions and Committees.

Staff Contact:

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

Background:

At its meeting of May 14, 2019, the Council introduced and waived the first reading of the above referenced ordinances. Staff is now recommending the adoption of these ordinances.

A handwritten signature in black ink, appearing to read "Paul Navazio".

Paul Navazio
City Manager

Attachments:

1. Ordinance No. 1644 Woodland_Ordinance to Amend Planning Commission Appointment Process-c2_2nd reading
2. Ordinance No. 1645 Woodland_Ordinance to Abolish Traffic Safety Commission-c2_2nd reading
3. Ordinance No. 1646 Woodland_Ordinance to Amend Boards Commissions Committees Provisions-c2_2nd reading

ORDINANCE NO. 1644

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO AMEND SECTION 2.28.020 OF THE WOODLAND MUNICIPAL CODE REGARDING THE APPOINTMENT OF MEMBERS TO THE PLANNING COMMISSION

WHEREAS, Government Code sections 65100 and 65101 authorize the City Council to create a Planning Commission, specify the membership, and assign it the planning and zoning functions specified in state law; and

WHEREAS, Woodland Municipal Code sections 2.04.270 and 2.28.020 establish the City of Woodland Planning Commission and require all appointments to the Planning Commission to be made by majority vote of the City Council; and

WHEREAS, the City Council desires to amend the Planning Commission appointment process to ensure that every elected member of the City Council has a meaningful opportunity to participate in the process and appoint a member of the public to the Planning Commission; and

WHEREAS, the City Council has determined that amending the Woodland Municipal Code to authorize each of the five members of the City Council to appoint a Planning Commissioner of his or her choosing to serve a term that will run concurrent with the respective Council member will benefit the overall diversity and citizenship of the Planning Commission and allow every Council member the opportunity to positively impact the Commission's membership; and

WHEREAS, the remaining two seats on the Planning Commission will continue to be appointed at large by a majority vote of the City Council to allow a variety of opportunities for both members of the public and the City Council to participate in the appointment process.

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

SECTION 1. Recitals. The City Council hereby adopts the above recitals as true and correct findings of the City Council in support of this Ordinance.

SECTION 2. Amendment. Section 2.28.020 of the Woodland Municipal Code is hereby amended to read as follows:

2.28.020 Planning Commission.

- A. Creation. Pursuant to the provisions of Title 7 of the Government Code, there hereby is created and established a Planning Commission.
- B. Composition. The Commission shall consist of seven members who are not officials of the City.

- C. Appointment and Removal. Members of the Planning Commission shall be appointed as follows:
1. Each Council member shall appoint one (1) Commission member whose term shall run concurrently with that of the Council member so appointing; provided, however, that each member of the Commission shall serve until his or her successor is appointed pursuant to the timing of terms established in subsection D below. If the office of a member of the Commission appointed by a Council member becomes vacant, the appointing Council member shall fill the vacancy by appointing a Commission member whose term shall run concurrent with that of the appointing Council member.
 2. Two (2) members of the Planning Commission shall be appointed by the City Council at large upon a motion, a second, and an affirmative vote of at least three members of the Council. If the office of a member of the Commission appointed by the Council at large becomes vacant, the City Council shall appoint a member to fill the vacancy upon a motion, a second, and an affirmative vote of at least three members of the Council.
 3. All members of the Commission serve at the pleasure of the City Council and may be removed from office, without cause, by affirmative vote of at least three members of the City Council. No public hearing need be held prior to removal.
- D. Terms of Members. The term of office of each member of the Planning Commission shall be four years and each term shall begin on July 1st and end on June 30th. If a vacancy shall occur other than by expiration, it shall be filled by appointment for the unexpired portion of the term. In order to establish staggered terms of office for members first appointed, and to facilitate a transition in the way appointments to the Planning Commission are implemented, members first appointed pursuant to subsection C above may be appointed for various terms of one, two, three, or four year terms, and upon expiration of such designated terms their successors shall be appointed for full four-year terms as provided above. Each member, unless sooner terminated, shall serve until his or her successor is appointed and qualified.
- E. Jurisdiction. Except as otherwise specified in this code, the Planning Commission shall conduct hearings and shall make recommendations to the Council on all planning matters, and, when so provided, the Planning Commission shall make determinations on planning matters which shall be final unless timely appeal is made to the Council.
- F. Powers and Duties. The Planning Commission shall:
1. Assist in developing and maintaining the General Plan;
 2. Assist in developing such specific plans as may be necessary or desirable;
 3. On or before March 1st of each year, review and make recommendations to the Council concerning the deletion, addition and priority of items in the City's capital improvement program;

4. Recommend to the Council the initiation of ordinances, resolutions, agreements, or programs concerning planning matters;
 5. During April of each year, a commission representative shall appear before the City Council to report on work accomplished in the past year and to outline work to be done in the coming year. Such report, at the discretion of the Council, also may be required to be submitted in writing;
 6. Perform such other functions as the Council and the law may provide.
- G. Procedure. The Planning Commission shall hold regular meetings during each calendar year at such time and place in the City as the Commission may fix by resolution. In addition, the Commission shall adopt rules for conduct of its meetings in accordance with law and prepare and maintain a public record of its transaction of business which shall include its findings and determinations on matters within its jurisdiction.
- H. Composition. Actual expenses reasonably incurred by a commission member on authorized Planning Commission business shall be reimbursed. The procedure for reimbursement shall be as set forth in the rules and policies of the City Council.

SECTION 3. Publication. The City Clerk shall certify to the adoption of this Ordinance and shall cause a summary thereof to be published in the Daily Democrat, a newspaper of general circulation, printed and published in the City of Woodland and County of Yolo, at least five (5) days prior to the meeting at which the proposed ordinance is to be adopted and shall post a certified copy of the proposed ordinance in the office of the City Clerk, and within fifteen (15) days of its adoption, shall cause a summary of it to be published, including the vote for and against the same, and shall post a certified copy of the adopted ordinance in the office of the City Clerk, in accordance with California Government Code section 36933.

SECTION 4. Effective Date. This Ordinance shall take effect thirty (30) days after its adoption.

PASSED AND ADOPTED by the City Council this 4th day of June, 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

ORDINANCE NO. 1645

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO REPEAL SECTIONS 2.28.040 AND 10.04.090 AND TO AMEND SECTION 10.08.210 OF THE WOODLAND MUNICIPAL CODE TO ABOLISH THE TRAFFIC SAFETY COMMISSION AND MAKE RELATED CONFORMING CHANGES

WHEREAS, section 2.28.040 of the Woodland Municipal Code establishes the Traffic Safety Commission for the purpose of advising the Council on matters concerning traffic, circulation and traffic safety issues within the sphere of influence of the City; and

WHEREAS, section 10.04.090 of the Woodland Municipal Code expanded the Traffic Safety Commission's duties to include receiving and hearing complaints regarding traffic matters; and

WHEREAS, section 10.08.210 of the Woodland Municipal Code establishes the public process for City Council's designation of preferential parking areas in the City, which includes a public hearing before the Traffic Safety Commission; and

WHEREAS, the City Council finds that the Commission's duties and membership have diminished over time, and thus has determined that the Traffic Safety Commission is no longer necessary to achieve the purposes for which it was established; and

WHEREAS, the City Council therefore desires to abolish the Traffic Safety Commission and repeal sections 2.28.040 and 10.04.090 of the Woodland Municipal Code, and to make certain conforming amendments to section 10.08.210 of the Woodland Municipal Code to reflect the termination of the Traffic Safety Commission.

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

SECTION 1. Recitals. The City Council hereby adopts the above recitals as true and correct findings of the City Council in support of this Ordinance.

SECTION 2. Amendment. Sections 2.28.040 and 10.04.090 of the Woodland Municipal Code are hereby repealed in their entirety.

SECTION 3. Amendment. Section 10.08.210 of the Woodland Municipal Code is hereby amended to read as follows:

10.08.210 Preferential parking.

A. Definitions.

1. "Commuter vehicle" means a motor vehicle parked in a preferential parking area by a person not a resident thereof.

2. "Customer vehicle" means a motor vehicle parked for a period of less than two consecutive hours in a preferential parking area by a customer of a commercial establishment located therein.
 3. "Dwelling unit" means a house, apartment or other residence with an assigned address as used by the U.S. Postal Service or as listed in the City directory.
 4. "Lease" means that a person pays rent or other remuneration for use of a parcel of real property at his or her residence or place of business.
 5. "Nonresident permit" means a permit issued by the Police Chief for use on a commuter vehicle in those preferential parking areas where the City Council has, by resolution, authorized the use of such permits.
 6. "Owns" means that a person has at least one-quarter of the fee interest in parcel of real property within a preferential parking area.
 7. "Permit-issuing agent" means the individual or entity approved by the Police Department to issue parking permits.
 8. "Police Chief" means the Chief of Police of the City, authorized representative or authorized agent.
 9. "Preferential parking area" means an area designated as herein provided wherein motor vehicles displaying a valid permit as described herein shall be exempt from the time limit parking regulations which would otherwise be applicable.
 10. "Resident" means a person who dwells in the preferential parking area on a permanent basis.
 11. "Resident permit" means a permit issued by the Police Chief for use on a resident vehicle while parked in a preferential parking area.
- B. Designation of Preferential Parking Areas. The City Council, in accordance with the requirements of subsections C through E and Section 10.08.220, may designate as a preferential parking area any area which satisfies the criteria established in subsection C. Such areas shall be designated by resolution. Upon designation as a preferential parking area, motor vehicles displaying a valid parking permit may stand or be parked, without limitation, by parking time zone and regulations except as specifically set forth in the resolution designating preferential parking areas. Such resolution shall also state the applicable fees to be charged for permit issuance.
- C. Criteria for Designation of Preferential Parking Areas.
1. An area shall be deemed eligible for consideration as a preferential parking area if: surveys and studies prepared at the direction of the City Traffic Engineer and objective criteria establish that the area is adversely affected by commuter vehicles for any extended period during the day or night, on weekends, or during holidays.

Additionally, the Police Department shall be given the opportunity to comment on any observed problems in the area and the comments shall be incorporated into the study report.

2. In determining whether an area identified as eligible for preferential permit parking may be designated as a preferential parking area, the Traffic Engineer and the City Council shall take into account factors which include, but are not limited to, the following:
 - a. The extent of the desire and need of the residents for preferential permit parking;
 - b. The extent to which legal on-street parking spaces are occupied by motor vehicles during the period proposed for parking regulations;
 - c. The extent to which motor vehicles parking in the area during the period proposed for parking regulations are commuter vehicles rather than resident vehicles or customer vehicles; and
 - d. The extent to which customer vehicles and motor vehicles registered to residents cannot be accommodated by the number of available off-street parking spaces.
- D. Designation Process of Preferential Parking Areas. The study of feasibility for establishment of a preferential parking area may be initiated by the City Council or Traffic Engineer based upon their own motion or based upon petition of interested persons. However, prior to initiation of a feasibility study, a permit-issuing agent, who would typically be located within or adjacent to the proposed district, shall be proposed by those requesting the preferential parking area. After initiation of such a study, the process for establishment of a preferential parking area is as follows:
 1. The Traffic Engineer shall undertake or cause to be undertaken such surveys or studies as are deemed necessary to determine whether the area is eligible to be a preferential parking area using the criteria set forth in subsection C.
 2. Following the completion of surveys or studies to determine whether designation criteria are met, the Traffic Engineer shall recommend to the City Council for or against the designation of the area under study as a preferential parking area. Such recommendation may also include a list of recommended conditions and regulations applicable to any area proposed for designation as a preferential parking area.
 3. Upon receipt of the recommendation, the City Council shall conduct a noticed public hearing. If the City Council determines that the area in question should be designated a preferential parking area, it shall adopt a resolution establishing the program for the area in question including the boundaries, parking regulations, fees, if any, and other appropriate conditions. Thereafter, the program shall be implemented as hereinafter provided.

4. Notice of the public hearing or hearings provided for herein shall be published in a newspaper published and circulated within the City at least 10 days before the hearing date. The notice shall clearly state the purpose of the hearing, the location and boundaries tentatively considered for the proposed preferential parking area and, if applicable, the approximate permit fee to be charged therefor. During such hearing or hearings, any interested person shall be entitled to appear and be heard.
5. Majority protest by the residents of the proposed preferential parking area will require a two-thirds vote of the Council to override the protest and create the preferential parking area.

E. Posting of Preferential Parking Areas. Upon the adoption by the City Council of a resolution designating a preferential parking area, the Traffic Engineer shall cause appropriate signs, markings and/or meters to be erected in the preferential parking area, indicating prominently applicable parking regulations and conditions.

SECTION 4. Declaration to Abolish the Traffic Safety Commission. The City Council hereby declares, by adoption of this ordinance that the Traffic Safety Commission is abolished and shall be disbanded upon the effective date of this Ordinance.

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

SECTION 6. Effective Date. This Ordinance shall take effect thirty (30) days after its adoption.

PASSED AND ADOPTED by the City Council this 4th day of June, 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

ORDINANCE NO. 1646

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO AMEND SECTIONS 2.04.210, 2.04.270, AND 2.04.280 OF THE WOODLAND MUNICIPAL CODE REGARDING CITY COUNCIL APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES

WHEREAS, Article 2 of Chapter 2.04 of the Woodland Municipal Code governs the general process and requirements for City Council appointments to boards, commissions and committees; and

WHEREAS, on October 16, 2018, the City Council adopted Ordinance No. 1639 to, among other things, implement a fiscal year term for members of certain commissions to help streamline the appointment process and timelines for various boards, commissions and committees; and

WHEREAS, the City Council desires to further amend the process and requirements for City Council appointments to boards, commissions and committees to increase civic engagement and diversity while improving the efficiency of the process; and

WHEREAS, this Ordinance therefore makes certain amendments to Article 2 of Chapter 2.04 of the Woodland Municipal Code regarding City Council appointments to reflect current City practice and conform to the recent amendments made by Ordinance No. 1639.

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

SECTION 1. Recitals. The City Council hereby adopts the above recitals as true and correct findings of the City Council in support of this Ordinance.

SECTION 2. Amendment. Section 2.04.210 of the Woodland Municipal Code is hereby amended to read as follows:

2.04.210 Appointments list.

- A. Pursuant to Government Code Section 54972, on or before June 30th of each year, the City Council shall prepare an appointments list of all regular and ongoing boards, commissions, and committees which are appointed by the Council. The appointees' list shall contain the following information:
1. A list of all appointive terms which will expire during the current and following fiscal year, with the name of the incumbent appointee, the date of appointments, the date the term expires, and the necessary qualifications for the position.
 2. A list of all boards, commissions and committees whose members serve at the pleasure of the Council, and the necessary qualifications for each position.

- B. This list shall be made available to members of the public for free or for a reasonable fee that shall not exceed cost.

SECTION 3. Amendment. Section 2.04.270 of the Woodland Municipal Code is hereby amended to read as follows:

2.04.270 Appointment and removal.

Unless otherwise specified, all appointees shall be appointed by the Council to serve at the pleasure of the Council. Such appointments shall be made only upon a motion, a second, and an affirmative vote of at least three members of the Council and any appointee appointed by the Council to serve on a board, commission or committee may be removed from such a board, commission or committee by the City Council, without cause, upon a motion, a second, and an affirmative vote of at least three members of the Council.

SECTION 4. Amendment. Section 2.04.280 of the Woodland Municipal Code is hereby amended to read as follows:

2.04.280 Compensation for expenses.

Actual expenses reasonably incurred by a member of a board, commission or committee on authorized business may be reimbursed, if authorized by resolution of the City Council. The procedure for reimbursement shall be as set forth in any applicable rules and policies of the City Council.

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

SECTION 5. Effective Date. This Ordinance shall take effect thirty (30) days after its adoption.

PASSED AND ADOPTED by the City Council this 4th day of June, 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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: J.10.
SUBJECT: First 5 Yolo - The CHILD Project: Road to Resilience

Recommendation for Action: Staff recommends that the City Council authorize a one-time funding allocation from the General Fund in an amount not-to-exceed \$50,000 in support of First 5 Yolo's "The CHILD Project" for fiscal year 2019/20

Staff Contact:

Paul Navazio, City Manager, (530)661-5802
paul.navazio@cityofwoodland.org

Fiscal Impact:

The recommendation in this staff report would authorize a one-time funding allocation of \$50,000 from the General Fund to support First 5 Yolo's new "The CHILD Project" largely supported by a state grant of \$600,000 per year from the Office of Child Abuse and Prevention and an additional \$400,000 contributed by First 5 Yolo. If approved, the city's funding contribution would be included in the city's FY2019/20 budget, scheduled for City Council approval on June 18th.

Background:

Following the passage of Proposition 10, First 5 Yolo was formed as the Yolo County Children and Families Commission (YCCFC). In 2005 the Commission officially adopted the name First 5 Yolo to further spotlight its mission of service to children in the first 5 years of life and their families. The Prop 10 initiative added a 50-cent-per-pack tax on cigarette sales to fund programs promoting early childhood development for children ages 0-5 and their families. The collected tax monies allocated to Yolo County are administered by the First 5 Yolo Commission, which consists of appointees from each county supervisorial district, county department representatives, and chaired by a member of the Yolo County Board of Supervisors. The Commission is charged with the local implementation of the stated goals of Prop 10: to ensure children are learning and ready for school, families are strong and self sufficient, children are healthy, and systems and services are integrated and accessible.

Since the passage of Proposition 64, which legalized adult recreational use of cannabis in California, First 5 Yolo has reached out to each of the cities within Yolo County to explore potential partnerships to support early-childhood education and prevention programming, targeting at-risk populations. As a result, at least one city has adopted a policy earmarking a portion of a community-benefit fund derived from cannabis tax revenues in support of First 5 Yolo programming.

Recently, First 5 Yolo has successfully secured grant funding from state's Office of Child Abuse Prevention to implement a program aimed at improving child health and safety through:

- 1) improving parental nurturance and increasing connection to appropriate services;
- 2) prevent child maltreatment by preventing danger factors in the home;
- 3) decrease the negative effects of substance use; and
- 4) prevent entry into Child Welfare Services (CWS).

Based on preliminary discussions with First 5 staff, staff believes that consideration of funding support for early childhood education and prevention programming is best suited in the context of overall City priorities for use of discretionary revenues to be derived from Commercial Cannabis business operating agreements. However, such revenues have yet to be realized as permitted businesses have not yet commenced operations. Staff anticipates returning to Council in late summer or early fall with an update of potential revenues from cannabis operators and discussion and Council direction on allocation of operating agreement revenues.

Discussion:

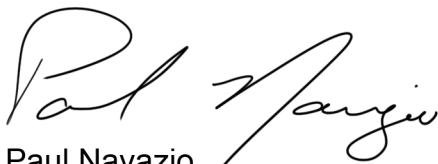
The pending funding request from First 5 Yolo arises out of the need to finalize scope of programming for the OCAP grant, which presently includes a partnership with CommuniCare Health Center for service targeting Woodland families. The grant provides \$600,000 per year for three years, with the option to extend for an additional two years. First 5 Yolo is contributing an additional \$400,000 per year for proposed program. The request for supplemental one-time funding from the City of Woodland, in the amount of \$50,000 would significantly leverage existing funds to allow for the expansion of the proposed services for Woodland residents.

The funding would support navigator and home visitor services connected with Woodland CommuniCare Perinatal Clinic, or other Woodland residents referred by agency partners. If approved, the requested one-time funding for FY2019/20 would allow for an assessment of program participation and outcomes to inform the level of continued support through the second and third year of the OCAP grant. until such time as the City is able to consider what level of funding, if any, it wishes to allocate to early childhood education and prevention services using funds derived from commercial cannabis businesses.

Conclusion:

Staff recommends that the City Council authorize a one-time funding allocation from the General Fund in an amount not-to-exceed \$50,000 in support of First 5 Yolo's "The CHILD Project" for fiscal year 2019/20

Prepared By: Paul Navazio, City Manager

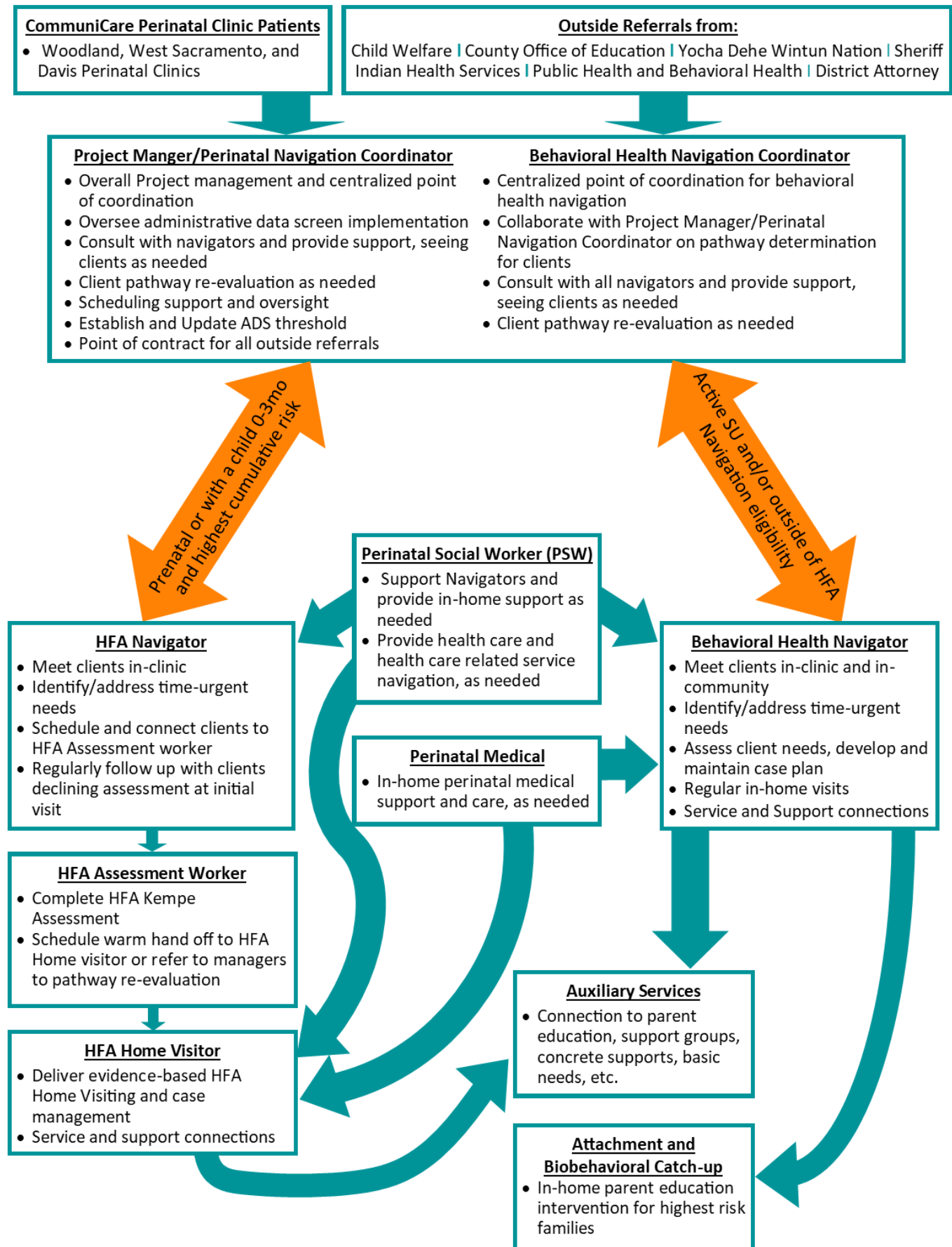


Paul Navazio
City Manager

Attachments:

1. CHILD R2R Navigation and Referral Pathway (002)

Target Population: Pregnant women with known histories of substance use, pregnant women with current substance use, and mothers of substance-exposed infants (up to 12 months)





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: K.11.
SUBJECT: Traffic Calming Update; Approve Plans and Specifications; Authorize Bid Advertisement

Recommendation for Action: Staff recommends that the City Council 1) Receive a report and provide feedback on recommended update to the City's Neighborhood Traffic Calming Program, 2) Adopt Resolution No. _____, to approve the Traffic Calming Warrants and Program Outline; and 3) Adopt Resolution No. _____, approving the project plans and specifications for the 2019 Traffic Calming Project.

Staff Contact

Katie Wurzel, Principal Civil Engineer, (530) 661-5954, katie.wurzel@cityofwoodland.org

Fiscal Impact

The approved FY2018/19 budget provides a one-time funding allocation of \$100,000 from the General Funding (Fund 501 - Capital Projects) in support of a project (CIP #19-06) to review and update the city's Traffic Calming Program, including implementation of pilot projects to evaluate efficacy of new guidelines and traffic calming plans. The work performed to-date and the cost of the proposed pilot Traffic Calming project(s), are entirely funded within this budget appropriation.

Background

In early 2018, under Council direction, staff began an evaluation of the City's traffic calming warrants (criteria) and the program which defines the process for the evaluation and installation of traffic calming. A review of approximately 25 other agencies traffic calming programs revealed that the City's traffic calming warrants were less stringent than most other agencies. Staff also found that a few agencies had warrants that allowed neighborhood and street characteristics to influence eligibility for traffic calming. Believing that this was a sensible way to address neighborhood traffic calming in a way that considered users other than vehicle drivers, staff began the process of creating revised warrants. Through this effort, staff reviewed multiple sources of professional transportation engineering literature from ITE, NACTO and others to establish a set of warrants that gave weight to neighborhood characteristics while still adhering to the primary engineering basis and justification for traffic calming - volume and speed.

In October 2018, staff presented a draft set of proposed traffic calming warrants and draft program outline to the Council Infrastructure Sub-Committee (Barajas / Davies). This proposal included new warrants for the program that:

- Identified the process in a manner that was clear and concise
- Assessed the neighborhood characteristics and traffic
- Recognized the traffic calming's impact on road user safety
- Provided a way to identify impacts to public safety response times
- Stipulated that impacts on adjacent streets be considered

Further, the proposal outlined in general terms the process by which traffic calming could be requested and, if warranted, implemented. Background documents describing traffic calming, the warrants, and the process, are included as Attachment A to this report. The Council Sub-Committee was supportive of the revised warrants and the new approach to traffic calming. However, the sub-committee requested that staff review the evaluation, engagement and implementation process for streamlining opportunities.

To evaluate the proposed warrants and streamlined resident engagement process, staff suggested executing a series of pilot projects which would utilize different traffic calming measures on various streets which have historically, or in some cases more recently, requested traffic calming. One of the benefits of the pilot projects is the ability to evaluate effectiveness of different traffic calming measures and to evaluate any impacts of traffic calming on adjacent streets through before and after studies of traffic volume and speed.

The scope of the pilot projects, as proposed, was to evaluate passive traffic calming through the use of radar speed signs on multiple streets including E. Gum, West Street, Thomas and El Dorado, passive calming on Woodland Avenue, Buena Tierra Drive, Casa Linda Drive, and Leo Way through the use of striping and active traffic calming on Pendegast Street.

Utilizing the draft Evaluation and Implementation Process, staff began the process of collecting data on the four streets for passive traffic calming striping including speed, volume and information on the types of concerns raised by the residents. Based upon the data collected, traffic engineering staff determined that speed limit signs and centerline striping were appropriate on all streets with the addition of edge striping on Buena Tierra Drive. In December 2019, notices were mailed to all residents on the four corridors notifying them that their streets would have passive traffic calming installed and provided information on who to contact if they had any concerns. Staff received responses from multiple residents on Casa Linda and Buena Tierra drives requesting that if centerline did not reduce the travel speeds, the City consider speed humps.

For the active traffic calming on Pendegast Street, staff held a meeting with the residents of Pendegast Street in January 2019, to better understand the residents' concerns. Based upon the information gathered at that meeting and the speed and volume data previously collected, Traffic Engineering staff prepared a preliminary plan for traffic calming on Pendegast Street between College and West streets. This plan included two speed humps, a traffic circle at Elm Street, and a small median island on Pendegast near West Street. After the plan was reviewed and approved by the Fire, Police, Public Works and Planning departments, staff provided the plan to the residents. Many residents rejected the idea of the traffic circle at Elm Street and requested instead that two speed humps be placed per block through the corridor. Staff was unable to support the request but offered an alternative plan that included a single speed hump per block and the median at West Street. This plan was re-circulated to residents with the instruction that if less than 25% of residents returned a protest ballot the project would advance into design. As no protests were received (one concern about parking near the median was raised but has since been addressed), the project began the design process in April and a notice of the proposed plan was sent to nearby residents in mid-May.

Since the notices were sent in mid-May, staff has received a significant number of calls and emails from residents, primarily on Bartlett Street, concerned that the installation of speed humps on Pendegast will negatively impact their neighborhood and requesting that Bartlett Street also be assessed for traffic calming.

It is worth noting that the proposed Evaluation and Implementation Process as written includes outreach to adjacent residents who might potentially be affected by the construction of traffic calming. The Process also requires that the affected areas be addressed as part of the overall plan. However, for the pilot project, it was

determined that the process would be more expeditious if the pilot project area were minimized to only include Pendegast Street. This will afford staff the opportunity to evaluate the post-construction impacts of the improvements on Pendegast Street.

Discussion

Staff believes that the changes to the warrants are beneficial in that they provide opportunity to evaluate the neighborhood use in addition to the vehicle speed and volume when determining if traffic calming is warranted for a corridor. This will make traffic calming more attainable for many neighborhoods that were previously not eligible for calming measures.

However, staff does caution Council that the reduced warrant thresholds may result in significantly more requests for traffic calming studies and more neighborhood streets eligible for traffic calming. The installation of traffic calming measures will result in traffic pattern changes that may create unanticipated consequences for adjacent neighborhoods. As a result, staff will need to monitor traffic pattern changes that occur due to installed traffic calming. This increase in requests for studies and ongoing monitoring does not have a correlating increase in staffing levels. As a result, staff and Council will need to manage resident expectations on timeframes for studies and implementation of warranted measures as well as the number of installations likely during any year where funding is available.

To date, through the execution of the pilot project, staff has identified ways to streamline the plan preparation and review process for streets where active calming is warranted. First, is the elimination of the public meeting to review the plan proposed by staff – opting instead to mail the proposed plan to residents. This allows residents time to review the proposal and consider its benefits and consequences before having to submit comments on the plan. Second, the approval process was changed such that the plan is deemed approved if less than 25% protest ballots are returned - previously a 75% affirmative vote was required for approval. Third, based upon feedback received from residents on streets adjacent the project, staff believes that the program should retain the requirement to work with, and notify, areas affected by the installation of traffic calming as part of the planning process rather than only provide notification as was done with the pilot project.

If Council approves the traffic calming program overview, warrants and process outline, staff will immediately begin using it for evaluation of traffic calming requests. After completion of the pilot project and subsequent post-implementation studies, staff will finalize the complete Traffic Calming Plan and return to Council for its adoption.

Staff believes that the 2019 Traffic Calming Project which will install passive traffic calming on Woodland Avenue, Buena Tierra Drive, Casa Linda Drive and Leo Way and active traffic calming on Pendegast Street will have a beneficial impact on travel speeds while also minimizing the likelihood of traffic diverting to other parallel streets. As a key part of the program and this pilot project, staff has, or will, perform studies on each of these streets and any anticipated affected neighboring streets to determine the current, pre-construction, conditions. Further, staff will monitor the impacts on adjacent streets and perform post-construction studies of speed and volume on the streets. The comparison of these studies will provide valuable information on the localized impacts traffic calming has on traffic patterns. If the result of these studies indicate the need for traffic calming, staff will engage the neighborhood residents per the traffic calming program.

For construction of the 2019 Traffic Calming Project, upon Council approval of the plans and specifications, staff will advertise the project for construction bids. The project is anticipated to be awarded in July with construction complete by September.

Conclusion

Staff recommends that the City Council 1) Receive a report and provide feedback on recommended update to the City's Neighborhood Traffic Calming Program, 2) Adopt Resolution No. _____, to approve the Traffic Calming Warrants and Program Outline; and 3) Adopt Resolution No. _____, approving the project plans and specifications for the 2019 Traffic Calming Project.

Prepared by: Katie Wurzel, Principal Civil Engineer

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



Paul Navazio
City Manager

Attachments:

1. TC Overview, Warrants and Process Outline
2. Resolution - TC Overview, Warrants and Process Outline
3. Resolution - 2019 Traffic Calming Project
4. 2019 Traffic Calming Project 5-31-2019

Traffic Calming Overview

Traffic Calming “Toolbox”

Traffic calming is divided into three categories: intervention, passive traffic calming and active traffic calming. Each of the categories contains multiple traffic calming measures, or “tools”, when taken as a whole, the group of measures is often referred to as a traffic calming “toolbox”.

Intervention

Intervention is focused on general speed awareness, education and enforcement. No physical changes are made to the roadway. All street types, including arterial and industrial streets, are eligible for intervention measures.

Intervention Measures:

- Education
- Enforcement
- Radar Trailer Placement

Passive Traffic Calming

Passive traffic calming aims to reduce speed by changing driver behavior using visual stimuli on the roadway including signs and striping. Passive measures allow the vehicle and driver to passively engage with the traffic calming as the roadway geometry is not physically altered. All street types, including arterial and industrial streets, are eligible for passive traffic calming.

Passive Measures:

- Centerline Striping
- Speed Limit Signs
- Speed Legends
- Curb Markings
- Transverse Speed Striping
- Crosswalks

Active Traffic Calming

Active traffic calming is designed to require a change in driver speed at the location of the measure which include traffic circles, speed humps and other physical changes to the roadway. These changes force drivers to actively engage in navigating the traffic calming measure.

Active traffic calming is divided into two categories: vertical and horizontal. These categories are based on how the measure deflects the vehicle path.

Active traffic calming is much more expensive than other traffic calming as it requires significant design, construction, and maintenance. Only 2-lane local and neighborhood collector streets are eligible for active traffic calming and only horizontal measures will be placed on collector streets.

Active Measures (Category):

Speed Humps (*Vertical*)
Raised Intersections (*Vertical*)
Medians (*Horizontal*)
Intersection Medians (*Horizontal*)
Traffic Circles (*Horizontal*)
Bulb Outs (*Horizontal*)

Roundabouts (*Horizontal*)
Chicanes (*Horizontal*)
Mid-Block Chokers/Narrowing
(*Horizontal*)
Diverters (*Horizontal*)
Street Closures (*Horizontal*)

Street Eligibility Requirements

Before a study can be done to determine if a street meets warrants for implementation of traffic calming, eligibility for traffic calming must be determined.

Intervention: All local and collector streets are eligible for intervention and without the need for a study.

Passive: All local and collector streets that meet all of the following criteria are eligible for passive traffic calming:

- Speed limit 25 mph or 30 mph
- Two-lane roadway
- Traffic volumes:
 - >250 vpd for local street
 - >500 vpd for collector

Active: All local streets that meet all of the following criteria are eligible for all types of active traffic calming. All collector streets that meet all of the following criteria are eligible for horizontal active traffic calming only:

- Speed limit 25 mph or 30 mph
- Two-lane roadway
- Traffic volumes:
 - >500 vpd for local street
 - 1,000-5,000 vpd for collector
- Minimum corridor length of 1,000 ft

Functional Classification

Streets are categorized, by hierarchy, into four functional classifications: principal arterial, minor arterial, collector and local. Arterials are designed to move larger volumes of traffic across and through town. Collector streets move moderate volumes of traffic from local neighborhoods to the arterial streets. Local streets are designed to provide access to residential properties.

The objective of the traffic calming program is to maintain travel speeds and volumes in neighborhoods at levels that are appropriate for the street classification and promote livability

of the neighborhoods. To promote these goals, active traffic control measures are limited in their eligibility for placement to residential, 2-lane local or collector streets. Active traffic calming will not be applied on arterial roadways or industrial streets of any classification.

Implementation Warrants

If a street is determined to be eligible for traffic calming, a study can be performed to determine if the minimum necessary warrants, or criteria, are met for implementation of traffic calming. Below are descriptions of the different warrants which are broken into two categories: Primary Criteria and Neighborhood Conditions. Primary Criteria are those minimum thresholds that indicate a speeding or safety issue may exist. Neighborhood Conditions assess conditions where speeding can affect the quality of life for residents in a neighborhood.

Each of the warrants has an associated point value. This point score is used to determine if an eligible street meets the warrants for implementation of passive or active traffic calming. Further, this point score will be used to prioritize warranted projects in the event that requests exceed budget in any given year.

Primary Warrants

Critical Speed

To be eligible for traffic calming, the posted/legal speed limit must be 30 mph or less for the roadway. Points are allocated based on the actual measured critical speed on the roadway. This is defined as the 85th percentile speed or the speed 85 percent of vehicles are traveling at or below.

Collision History

It is not necessary that collisions have occurred within the study area to be eligible for traffic calming. However, points are assigned based on the number of collisions that have occurred in the three years prior to the study. For a collision to be included in the count, it must be speed related or susceptible to correction by the addition of traffic calming. Collision history excludes DUI incidents.

Neighborhood Conditions

Volume

Volumes shall be actual, measured traffic volumes or volume projected at buildout for areas affected by future development.

Pedestrian Generators

Proximity to pedestrian generators is an indication of the likelihood of pedestrians on the corridor. Pedestrian presence, especially young pedestrians, increases the need to control speeds. Higher speeds are tied to slower perception-reaction times and higher incident of significant injury in the case of vehicle vs. pedestrian collision.

Bicycles

Points are assigned to roadways that are part of an established Class III bike route (signs only, no bike lanes) and to those with Class II (striped) bike lanes. The presence of bicyclists on the roadway creates a desire to keep vehicle speeds lower to decrease the differential in the travel speeds of cyclists and motorists. Lower differential speeds increase bicyclist safety and reduce the potential for injury in the case of vehicle vs. bicycle collision.

Fronting Homes

The primary focus of traffic calming is to protect the quality of life of residential neighborhoods. As such, a higher point value is assigned to corridors with higher percentages of homes fronting the street. In the case of apartments or other high density residential uses, the front doors of the units do not have to face the street only that residents have direct, unhindered, access to the street.

Home Setback

Regardless of measured speed, perception of vehicle speed is often directly linked to how close one is to a moving vehicle. When homes are not set back from the street, a person standing in their yard often feels that vehicles are traveling much faster than they actually are. This perception relates to how comfortable people are on their property, regardless of actual travel speeds. As a result, points are assigned to corridors with homes having less than 20 foot front yard setbacks.

Sidewalk Width

The issue of speed perception is further affected by sidewalk width and the presence, or absence, of landscape strips creating separation between pedestrians and the roadway. Where wide sidewalks are separated from the road by wide landscape areas, vehicle speeds are not as impactful to pedestrians as they are with narrow, monolithic, sidewalks adjacent the travel way. To account for this impact, points are assigned to corridors with monolithic sidewalks and a higher point value is assigned for narrow, monolithic, sidewalks.

Other Unique Conditions

In some areas, unique conditions or characteristics exist that change the way speeds impact a neighborhood. These characteristics can include unexpected roadway geometry, missing sections of sidewalk, limited sight distance, abnormally high collision rate, evidence of unreported collisions, etc. Points may be allocated to account for these unique conditions.

Proposed Warrants

Eligibility Requirements:

Criteria	Active Eligible	Passive Eligible	Basis for Eligibility
Street Type & Functional Class			Active only on 2-lane, local & collector streets
Existing Posted Speed			Active only on 25 & 30 mph streets
Volume			Active: >500 vpd on local street; 1,000-5,000 on collector Passive: >250 vpd on local street; >500 on collector

Primary Warrants:

Criteria	Max. Points	Points	Basis for Point Allocation
Critical Speed	10	On 25 MPH streets, 85th percentile speed:	
		0	≤26 mph
		2	27-28 mph
		4	29-30 mph
		6	31-32 mph
		8	33-34 mph
		10	≥35 mph
		On 30 MPH streets, 85th percentile speed:	
		0	≤36 mph
		2	37-38 mph
	10	4	39-40 mph
		6	41-42 mph
		8	43-44 mph
		10	≥45 mph
3 Year Collision History	10	2	Points assigned per recorded collision susceptible to correction by traffic calming. (Excludes DUI collisions)

Neighborhood Conditions:

Criteria	Max. Points	Points	Basis for Point Allocation
Daily Volume	8	Local Streets:	
		0	<500 vpd (Not Eligible for Active Traffic Calming)
		2	500-1,000 vpd
		4	1,001-1,500 vpd
		6	1,501-2,000 vpd
		8	>2,000 vpd
		Collector Streets:	
		0	<1,000 vpd (Not Eligible for Active Traffic Calming)
		2	1,000-2,000 vpd
		4	2,001-3,000 vpd
Pedestrian Generators (school, park, greenbelt access, or other significant pedestrian generating facility).	5	6	3,001-4,000 vpd
		8	>5,000 vpd (Not Eligible for Active Traffic Calming)
		0	>5,000 vpd (Not Eligible for Active Traffic Calming)
Bicycles	5	3	Per pedestrian generator on the roadway
		2	Per pedestrian generator within 500 feet
		1	Per pedestrian generator within 1,000 ft
Fronting Homes	5	5	Points for established/signed bike route
		2	Points for bike lanes present
		Percentage of parcels with homes fronting*:	
		0	25% or less
Home Setback	5	3	26-75 %
		5	76-100%
Sidewalk Width	5	*Apartments equal 1 fronting home regardless of building orientation on the parcel.	
		5	Points assigned for neighborhoods with more than 50% of homes having front yard setbacks less than 20 feet.
Other Unique Conditions	5	5	Measurement: back of walk to face of home (not garage).
		2	Majority of sidewalk monolithic ≤6 ft wide
	5	5	Majority of sidewalk monolithic >6 ft wide
		0-5	Unexpected roadway geometry, evidence of unreported collisions, etc.

Implementation/Prioritization Score:

	Active	Passive
Min. Total Points Required	22	15
Min. Primary Criteria	6	2

Evaluation and Implementation Process

Initial Study Petition

To initiate a traffic study, there must be general neighborhood interest in the installation of traffic calming. To indicate interest, signatures must be gathered from 60% of households (not parcel owners) within the area requesting traffic calming. The form for the petition will be provided by the City.

Minimum Project Study Length/Area

Any initial study performed should address a minimum corridor length of 1,000 feet with a 500-foot minimum length for any individual segment within the corridor.

Study Cycles

Traffic calming studies will be performed twice per year. Study petitions received will be studied according to the following timelines:

Cycle 1: Receipt on or before July 1 – Study performed September – December

Cycle 2: Receipt on or before January 1 – Study performed March – June

If more requests are received than can be processed during the cycle, they will be processed on a first-come, first-served basis - the remainder will be processed in the following cycle.

Eligibility Check & Warrant Evaluation

Upon receipt of a complete petition, City staff will determine eligibility of the street requested and if eligible, will initiate a traffic calming warrant study. Upon completion of the study, one of the following will occur:

1. **Warrants Not Met** – City staff will contact the petitioner with study results and discuss intervention options for the neighborhood.
2. **Warrants Met – Passive Traffic Calming** – Traffic Engineering staff will determine the appropriate passive traffic calming measures, will contact petitioner with study results and plan for passive traffic calming and will mail a notice including the proposed plan to all adjacent properties.
3. **Warrants Met – Active Traffic Calming** – proceed to next step in Evaluation & Implementation Process.

If, during any cycle, more streets are found to be warranted for traffic calming than can be funded, the projects will be ranked first according to the Primary Warrant score, second by the Neighborhood Conditions score. Any projects not prioritized for funding may request that the project be re-evaluated with the following cycle.

Traffic Calming Plan Preparation

When active traffic calming is deemed warranted, and the project prioritized for implementation, the initial study area must be expanded to identify all areas that might be

affected by installed traffic calming. The affected area is defined as any adjacent corridor anticipated to have an increase in volume of ≥ 100 vehicles per day for local streets or ≥ 500 vehicles per day for collectors as a result of the installation of traffic calming in the requested area.

Once the primary area and affected areas have been identified, a preliminary active traffic calming plan will be prepared by Traffic Engineering staff. This preliminary plan will be based upon the identified neighborhood concerns and study results; traffic calming measures appropriate to resolve these concerns will be identified.

During the planning stage and before the installation of any active traffic calming measures, passive traffic calming measures will be implemented on the corridor and their effects evaluated. If passive traffic calming does not alleviate the issue, the corridor will continue through the implementation process.

Traffic Calming Plan Review

After preparation of the preliminary traffic calming plan, Traffic Engineering staff will coordinate with staff from Planning, Public Works, Fire and Police to evaluate the proposed traffic calming devices and determine if the proposal is the most effective solution appropriate to the neighborhood.

Staff will also verify with Fire and Police that implementation will have no substantial, detrimental impacts to public safety access or response times or considerable increase in operation or maintenance costs.

Neighborhood Review and Approval

Upon completion of the Traffic Calming plan and staff review, the proposed plan will be presented for review at a neighborhood meeting. Following plan presentation and discussion, any necessary modifications will be made by staff.

The revised plan will be mailed to all residents and property owners in the neighborhood and affected area for review and comment. Upon completion of the comment period, staff will prepare the final plan.

To determine if the final plan is substantially supported, the City will mail all residents and property owners within the neighborhood and affected area a copy of the final plan and protest ballot information. The City will deem the project substantially supported if less than 25% protest ballots are returned.

Public Notice of Project

Upon neighborhood approval of the traffic calming plan, a public notice will be issued by the City to all property owners and residents within 500 feet of the installation areas. This notice will provide project details, staff contact information for concerns and, if applicable, the date, time and location of the Council meeting, where the project will be presented to Council.

Timeline for Implementation

Projects prioritized for funding in a given cycle will proceed into final design where the plans and specifications for the project will be prepared and then the project will be bid for construction. The timeline for design and construction will vary by size of project and level of design necessary. However, it is anticipated that, on average, an approved project will enter construction within 12-18 months of funding approval.

Post-Implementation Study

For all areas where traffic calming is installed, and areas potentially affected by the installation, a post-implementation study will be performed to determine the effectiveness of the traffic calming and ensure there are no unintended traffic pattern changes needing to be addressed.

Re-Application and Projects Not Selected for Funding

If a study finds that traffic calming is not warranted, a new study will not be completed for at least two years from the date of the original study. After the two-year timeline, residents may re-start the petition process. Exceptions to the two-year requirement may be made for areas where changes to roads or adjacent land uses may have impacted neighborhood traffic.

Projects that meet warrants for traffic calming, but are not prioritized for funding, may request to have their project re-evaluated with the following cycle of projects. These projects do not need to re-start the petition process unless the original petition is more than 2 years old.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE TRAFFIC CALMING PROGRAM OVERVIEW, WARRANTS AND
PROCESS OUTLINE**

WHEREAS, traffic calming has been proven to reduce vehicle travel speeds which can preserve neighborhood livability; and

WHEREAS, the City of Woodland desires to implement traffic calming consistent with the General Plan; and

WHEREAS, Staff has extensively reviewed traffic engineering standards, other agencies traffic calming plans, and current City policies and plans; and

WHEREAS, Staff has created a Traffic Calming Program Overview, Warrants and Process Outline which provides criteria to address vehicle speeds and neighborhood livability, a process by which residents can request and, if warranted, obtain traffic calming in their neighborhood.

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

Section 1. The City Council hereby approves the Traffic Calming Program Overview, Warrants and Process Outline for use.

PASSED AND ADOPTED this _____ day of _____ 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Xochitl Rodriguez, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE PLANS AND SPECIFICATIONS FOR THE 2019 TRAFFIC
CALMING PROJECT, CIP 19-06; AND AUTHORIZING BID ADVERTISEMENT**

WHEREAS, the City of Woodland has \$100,000 of General Funding (Fund 501- Capital Projects) identified in the Capital Budget for the traffic calming program and improvements, referred to as Traffic Calming Program, CIP 19-08 (the “Project”); and

WHEREAS, City Staff has created a pilot project for implementation of new traffic calming criteria known as the 2019 Traffic Calming Project; and

WHEREAS, the City Council desires to expend funding to construct the 2019 Traffic Calming Project; and

WHEREAS, the Project has been reviewed in accordance with the California Environmental Quality Act (CEQA) and is considered exempt under the Existing Facilities exemption, CEQA Guideline 15301(c).

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

Section 1. The City Council hereby approves the plans and specifications for the 2019 Traffic Calming Project, CIP 19-06, which are available on file with the City Clerk.

Section 2. The City Council authorizes City staff to advertise the 2019 Traffic Calming Project, CIP 19-06 for bids, with construction anticipated to begin in July/August 2019.

Section 3. The City Council finds that the Project is exempt from CEQA pursuant to CEQA Guideline 15301(c).

PASSED AND ADOPTED this _____ day of _____ 2019, by the following vote:

AYES:

NOES:

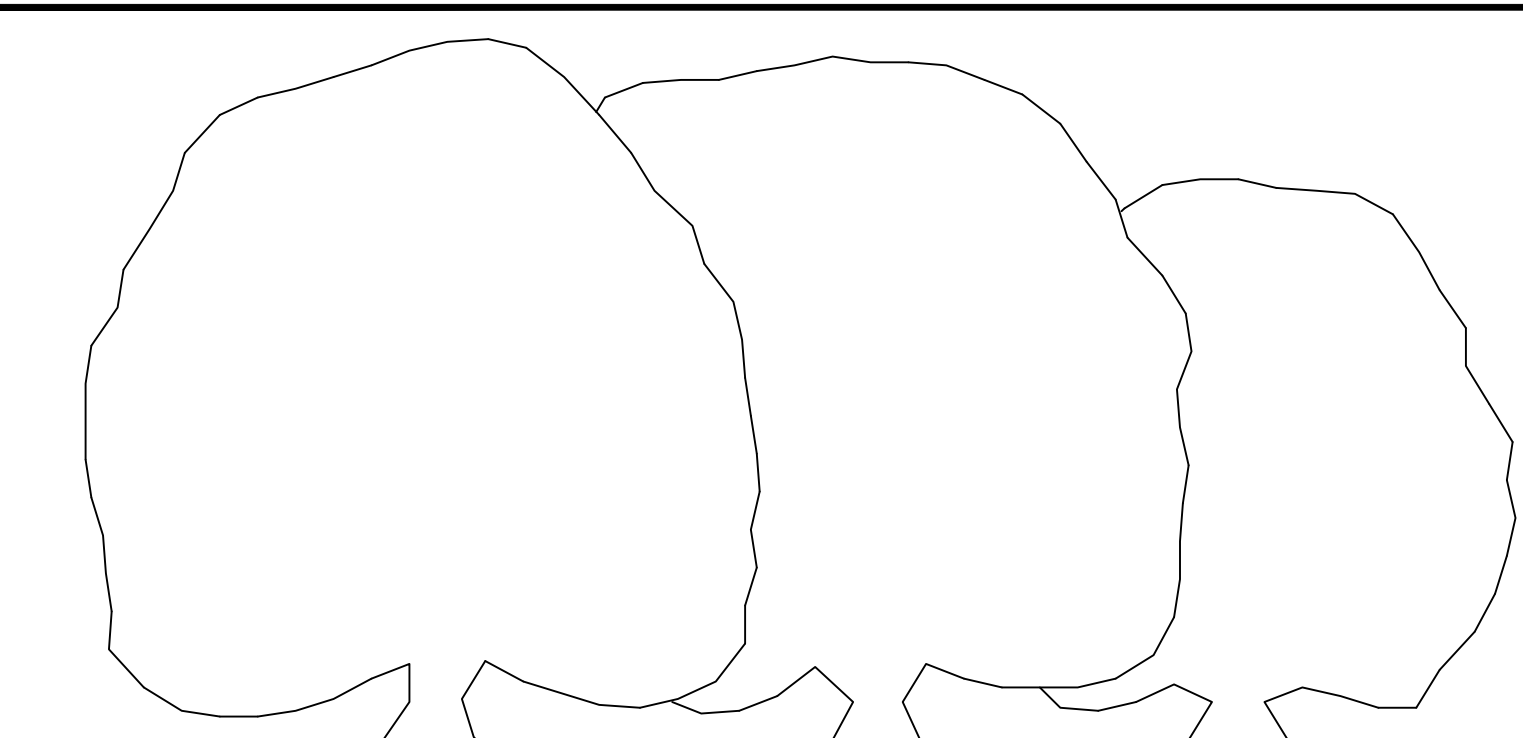
ABSENT:

ABSTAIN:

Xochitl Rodriguez, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



CITY OF WOODLAND

2019 TRAFFIC CALMING PROJECT



2019 TRAFFIC CALMING PROJECT

PENDEGAST ST, LEO WAY, BUENA TIERRA DR
CASA LINDA DR, WOODLAND AVE

TITLE SHEET

BENCH MARK:
ELEVATION: _____ DATUM: _____
DESCRIPTION:

CITY OF WOODLAND
APPROVED BY:

BRENT MEYER
CITY ENGINEER
DATE: 05/XX/2019

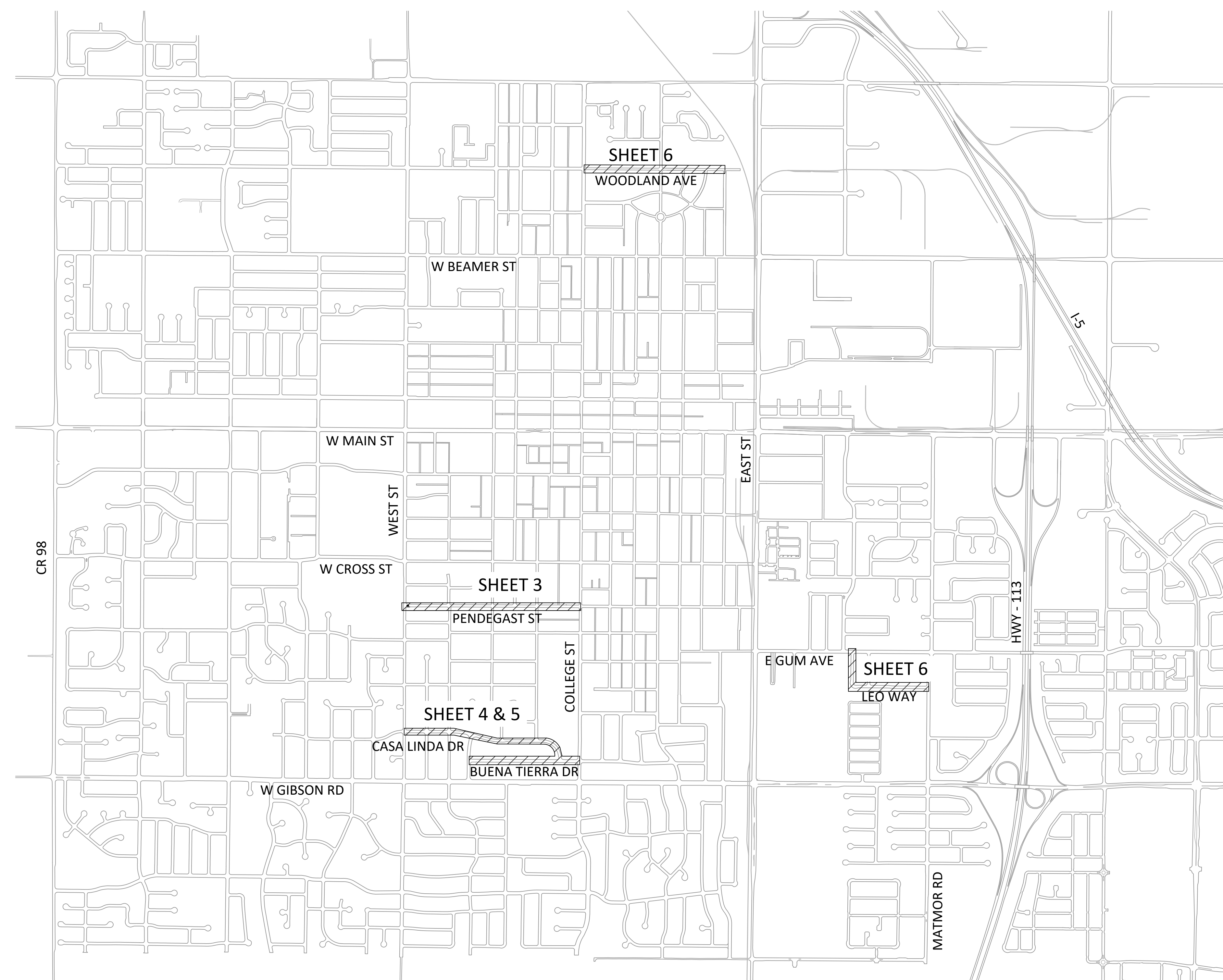
PROJECT ENGINEER'S SIGNATURE
BY: _____
KATHLEEN A. WURZEL
PRINCIPAL CIVIL ENGINEER
DATE: 05/XX/2019 P.E. 70314
REGISTRATION EXP.: 09/30/2020

SCALE: _____
HORIZ. N/A VERT. N/A
DATE: MAY 31, 2019

DESIGNED BY JAIR CAMACHO
DRAWN BY JAIR CAMACHO
REVIEWED BY KATHLEEN A. WURZEL
FILE: AEC-19054 / 2019 Traffic Calming Project

REVISIONS			
NO.	DESCRIPTION	BY APPR.	DATE

T-1
SHEET 1 OF 6

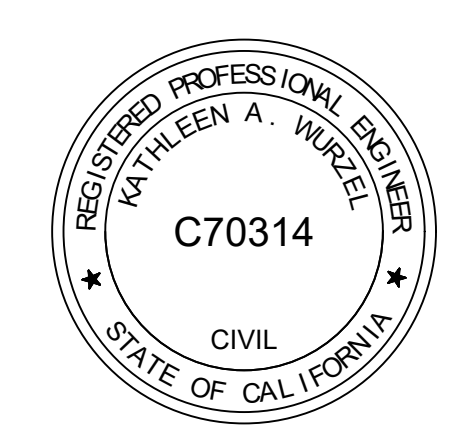
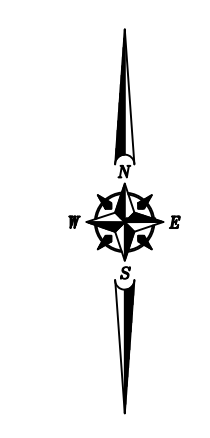
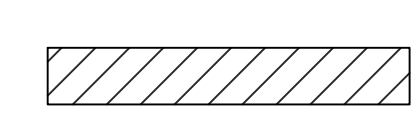


PROJECT MAP

SHEET INDEX

SHEET 1	T-1	TITLE SHEET
SHEET 2	G-1	GENERAL NOTES, LEGEND, ABBREVIATIONS & DETAILS
SHEET 3	C-1	PENDEGAST ST
SHEET 4	C-2	CASA LINDA DR
SHEET 5	C-3	CASA LINDA DR & BUENA TIERRA DR
SHEET 6	C-4	LEO WAY & WOODLAND AVE

PROJECT LOCATIONS



GENERAL NOTES

1.

CONSTRUCTION MATERIALS AND METHODS SHALL CONFORM TO THE REQUIREMENTS OF THE CITY OF WOODLAND ENGINEERING STANDARDS, LATEST REVISION, UNLESS STATED OTHERWISE IN THE PLANS AND SPECIFICATIONS. ALL REFERENCES TO THE STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION (CALTRANS) STANDARD SPECIFICATIONS SHALL REFER TO THE 2015 EDITION OF THE CALTRANS STANDARD SPECIFICATIONS. ATTENTION IS ALSO DIRECTED TO THE STANDARD DRAWINGS CONTAINED IN THE 2015 EDITION OF THE CALTRANS STANDARD PLANS, WHICH, WHEN APPLICABLE, ARE INCLUDED IN THESE DRAWINGS AND REFERENCED BY PLATE OR STANDARD PLAN NUMBER. WHERE THERE ARE CONFLICTS BETWEEN THE PLANS, SPECIFICATIONS OR OTHER STANDARDS AND SPECIFICATIONS, THE MOST RESTRICTIVE SHALL APPLY.
2.

THE CITY OF WOODLAND IS A MEMBER OF THE UNDERGROUND SERVICE ALERT (U.S.A.) ONE-CALL SYSTEM. THE CONTRACTOR OR ANY SUBCONTRACTOR FOR THIS CONTRACT SHALL NOTIFY THE U.S.A. CENTER 48 HOURS IN ADVANCE OF PERFORMING ANY EXCAVATION WORK BY CALLING 1-800-642-2444 OR 811.
3.

THE CONTRACTOR SHALL MARK IN WHITE PAINT ALL AREAS TO BE EXCAVATED PRIOR TO CONTACTING U.S.A. ANY AREAS NOT MARKED WILL NOT BE SUBJECT TO U.S.A. AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE RESULTING FROM EXCAVATION.
4.

THE CONTRACTOR IS RESPONSIBLE FOR DETIERMINING EXACT LOCATIONS OF ALL EXISTING UTILITIES. PRIOR TO EXCAVATION, CONTRACTOR SHALL VERIFY BY POTHOLING THE TYPES, LOCATIONS, SIZES AND DEPTH OF EXISTING UTILITIES WITHIN THE WORK AREA. IN THE EVENT THE CONTRACTOR DISCOVERS UTILITIES IN CONFLICT WITH THE WORK REQUIRED BY THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER AND UTILITY OWNER IN WRITING.
5.

THE CONTRACTOR SHALL ATTEND A PRE-CONSTRUCTION MEETING ONE WEEK PRIOR TO STARTING WORK. MEMBERS OF THE CITY OF WOODLAND TRANSPORTATION ENGINEERING DIVISION AND ALL OTHER UTILITY REPRESENTATIVES SHALL BE NOTIFIED BY THE ENGINEER AS TO THE DATE AND LOCATION OF THE MEETING.
6.

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN ALL PERMITS NECESSARY TO PERFORM THE WORK SHOWN ON THESE PLANS FROM THE APPROPRIATE AGENCIES. REFER TO THE SPECIAL PROVISIONS FOR PERMITS.
7.

THE CONTRACTOR SHALL TAKE CARE TO PROTECT EXISTING SITE AND ADJACENT IMPROVEMENTS FROM DAMAGE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OR REPLACEMENT TO CURRENT CITY STANDARDS OF ALL IMPROVEMENTS WHICH ARE CRACKED OR OTHERWISE DAMAGED DURING THE COURSE OF CONSTRUCTION WITHIN OR ADJACENT TO THE PROJECT WORK AREAS. ALL SUCH REPAIRS OR REPLACEMENTS SHALL BE MADE BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE. THE EXTENT OF THE REPAIRS SHALL BE DETERMINED BY THE PUBLIC WORKS INSPECTOR AND SHALL BE COMPLETED PRIOR TO THE CITY ACCEPTANCE OF THE IMPROVEMENTS.
8.

SHOULD IT APPEAR THAT THE WORK TO BE DONE OR ANY MATTER RELATIVE THERETO IS NOT SUFFICIENTLY DETAILED OR EXPLAINED ON THESE PLANS, THE CONTRACTOR SHALL PROMPTLY REQUEST IN WRITING FROM THE ENGINEER SUCH FURTHER EXPLANATIONS AS MAY BE NECESSARY PRIOR TO PERFORMING THE AFFECTED WORK.

9.

ALL STRIPING SHALL BE THERMOPLASTIC, PER SECTION 16 OF THE MATERIALS AND CONSTRUCTION METHODS - CITY OF WOODLAND STANDARD SPECIFICATIONS AND DETAILS, UNLESS OTHERWISE NOTED.
10.

ALL MARKINGS ARE TO BE PLACED PER THE CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
11.

THERMOPLASTIC MARKINGS ARE NOT TO BE PLACED OVER UTILITY COVERS.
12.

WHEN ANY PORTION OF A LEGEND IS DAMAGED OR REMOVED IT SHALL BE REPLACED IN ITS ENTIRETY.
13.

WHEN ANY PORTION OF A CROSSWALK OR STOP BAR IS DAMAGED OR REMOVED, THE DAMAGED/REMOVED AREA SHALL BE REPLACED AND THE ENTIRE CROSSWALK/STOP BAR SHALL BE REFRESHED WITH NEW THERMO IN ITS ENTIRETY.
14.

WHEN ANY CROSSWALK IS AFFECTED AT AN INTERSECTION OR CROSSING WITH MULTIPLE CROSSWALKS, ALL CROSSWALKS SHALL BE REFRESHED WITH NEW THERMO IN THEIR ENTIRETY.
15.

WHEN ANY PORTION OF A CENTERLINE, LANE LINE OR BIKE LANE IS DAMAGED OR REMOVED, IT SHALL BE REPLACED FOR THE FULL LENGTH OF DAMAGE/REMOVAL PLUS 10 FEET ON EITHER SIDE OF THE DAMAGE/REMOVAL AREA.

LEGEND

DESCRIPTION	EXISTING	PROPOSED
AC GRADE ELEVATION	+75.01	(75.01)
ANGLE POINT		∠
CENTERLINE	----	----
CURB, GUTTER AND SIDEWALK	=====	=====
CURB INLET		
EXISTING GROUND ELEVATION	x 75.01	
FIRE HYDRANT		
GRATE INLET		
MANHOLE		
MONUMENT		
PARKING LIGHT		
PATH LIGHT		
PEDESTRIAN HEAD		
PEDESTRIAN HEAD		
PUE- PUBLIC UTILITY EASEMENT	---	---
PULL BOX		
RIGHT OF WAY	----	----
SIDEWALK GRADE ELEVATION		[75.01]
SIGNAL CONTROLLER		
STORM DRAIN	--12"D--	--12"D--
SANITARY SEWER MAIN	--12"S>	--12"S>
STREET LIGHT		
TCE - TEMP, CONSTRUCTION EASEMENT	---	---
TRAFFIC SIGNAL HEAD		
TRAFFIC SIGNAL MICROLOOP	--○--○--	
UTILITY POLE		
WATER MAIN	--6"W--	--6"W--
WATER VALVE		
STREET/TRAFFIC SIGN		
GUY WIRES	⌋⌋----	⌋⌋----

ABBREVIATIONS

AB	AGGREGATE BASE	(N)	NORTH
AC	ASPHALT CONCRETE	(NE)	NORTHEAST
AVE	AVENUE	(NW)	NORTHWEST
BC	BEGIN CURVE	OC	ON CENTER
BCR	BEGIN CURB RETURN	OD	OUTSIDE DIAMETER
BOC	BACK OF CURB	OTOP	OUTSIDE TOP OF PIPE
BOW	BACK EDGE OF WALK	(OUT)	OUT
CB	CATCH BASIN	PCC	PORTLAND CEMENT
CI	CURB INLET	CONCRETE	
CIWM	CAST IRON WATER MAIN	PE	PIPE END
CMP	CORRUGATED METAL PIPE	PIV	POST INDICATOR VALVE
CR	CURB RETURN	POC	POINT OF CONNECTION
CONC	CONCRETE	PI	POINT OF INTERSECTION
CONST.	CONSTRUCT, CONSTRUCTION	PL	PLACE
CL., CI.	CLASS	ℙ	PROPERTY LINE
C & G	CURB AND GUTTER	PRC	POINT OF REVERSE CURB
℄	CENTERLINE, CONTROL LINE	PUE	PUBLIC UTILITY EASEMENT
DI	DRAIN INLET	PVC	POLYVINYL CHLORIDE
DIA	DIAMETER	(R)	RIGHT
DIP	DUCTILE IRON PIPE	RCP	REINFORCED CONCRETE PIPE
DW	DRIVEWAY	RD	ROAD
EC	END CURVE	R & R	REMOVE AND REPLACE
ECR	END CURB RETURN	R/R	RAILROAD
EP	EDGE OF PAVEMENT	S, SS	SANITARY SEWER
ELEV	ELEVATION	SSCO	SANITARY SEWER CLEANOUT
ESVCP	EXTRA STRENGTH VITRIFIED CLAY PIPE	(S)	SOUTH
		(SE)	SOUTHEAST
EX., EXIST	EXISTING	(SW)	SOUTHWEST
FDC	FIRE DEPARTMENT CONNECTION	SD	STORM DRAIN
		SDMH	STORM DRAIN
FOC	FACE OF CURB	SL	STREET LIGHT
FL, ℄	FLOWLINE	ST	STREET
GB,	GRADE BREAK	STD	STANDARD
GR BRK		S/W	SIDEWALK
HMAC	HOT MIX ASPHALT CONCRETE	TC	TOP OF CURB
		TYP	TYPICAL
(IN)	IN	UPS	UNINTERRUPTED POWER
INST	INSTALL	VCP	VITRIFIED CLAY PIPE
INV	INVERT	W	WATER, WATER MAIN
JP	JOINT UTILITY POLE	(W)	WEST
(L)	LEFT	WY	WAY
LF	LINEAR FOOT		
LOG	LIP OF GUTTER		
LVG	LIP OF VALLEY GUTTER		
MIN	MINIMUM	①	DETAIL NUMBER
MH	MANHOLE, MAINTENANCE HOLE	①	SHEET NUMBER



2019 TRAFFIC CALMING PROJECT

GENERAL NOTES, LEGEND, ABBREVIATIONS & DETAILS

BENCH MARK:
ELEVATION: _____ DATUM: _____
DESCRIPTION:

CITY OF WOODLAND
APPROVED BY:

BRENT MEYER
CITY ENGINEER
DATE: 05/XX/2019

PROJECT ENGINEER'S SIGNATURE
BY: _____
KATHLEEN A. WURZEL
PRINCIPAL CIVIL ENGINEER
DATE: 05/XX/2019 P.E. 70314
REGISTRATION EXP.: 09/30/2020

SCALE:
HORIZ. N/A VERT. N/A

DATE: MAY 31, 2019

DESIGNED BY JAIR CAMACHO

DRAWN BY JAIR CAMACHO

REVIEWED BY KATHLEEN A. WURZEL

FILE: AEC-19054 / 2019 Traffic Calming Project

REVISIONS			
NO.	DESCRIPTION	BY APPR.	DATE

G-1

SHEET 2 OF 6





2019 TRAFFIC CALMING PROJECT

SPEED HUMPS / MEDIAN / SIGNS & STRIPING

PENDEGAST ST

BENCH MARK:
ELEVATION: _____ DATUM: _____
DESCRIPTION:

CITY OF WOODLAND
APPROVED BY:

BRENT MEYER
CITY ENGINEER
DATE: 05/XX/2019

PROJECT ENGINEER'S SIGNATURE
BY: _____
KATHLEEN A. WURZEL
PRINCIPAL CIVIL ENGINEER
DATE: 05/XX/2019 P.E. 70314
REGISTRATION EXP.: 09/30/2020

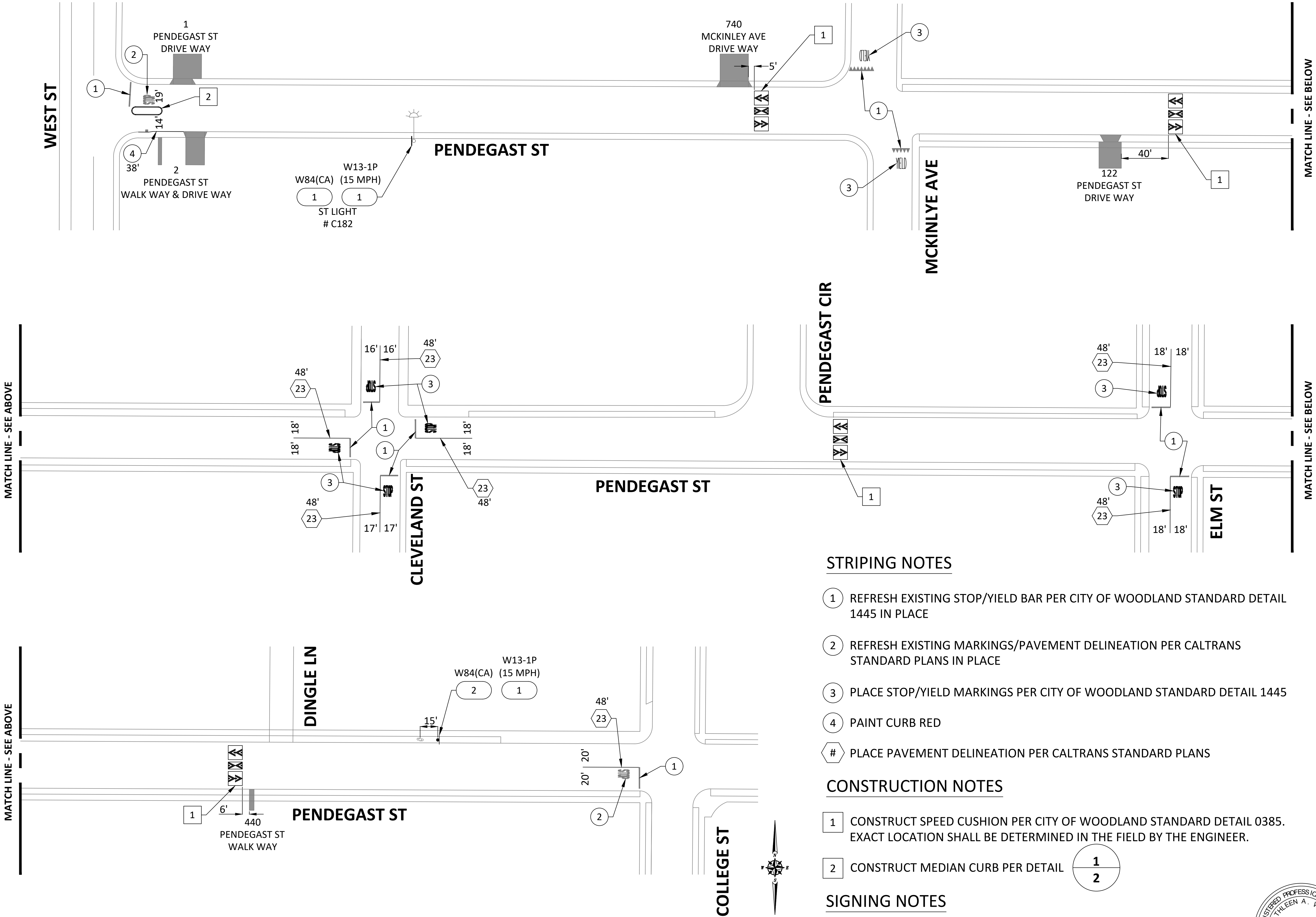
SCALE:
HORIZ. 1" = 40' VERT. N/A
DATE: MAY 31, 2019

DESIGNED BY: JAIR CAMACHO
DRAWN BY: JAIR CAMACHO
REVIEWED BY: KATHLEEN A. WURZEL
FILE: AEC-19054 / 2019 Traffic Calming Project

REVISIONS			
NO.	DESCRIPTION	BY APPR.	DATE

C-1

SHEET 3 OF 6



STRIPING NOTES

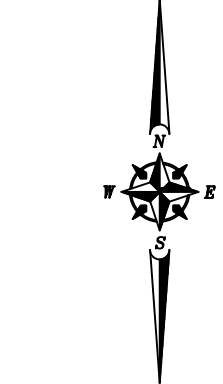
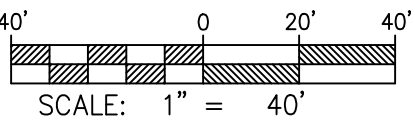
- 1 REFRESH EXISTING STOP/YIELD BAR PER CITY OF WOODLAND STANDARD DETAIL 1445 IN PLACE
- 2 REFRESH EXISTING MARKINGS/PAVEMENT DELINEATION PER CALTRANS STANDARD PLANS IN PLACE
- 3 PLACE STOP/YIELD MARKINGS PER CITY OF WOODLAND STANDARD DETAIL 1445
- 4 PAINT CURB RED
- # PLACE PAVEMENT DELINEATION PER CALTRANS STANDARD PLANS

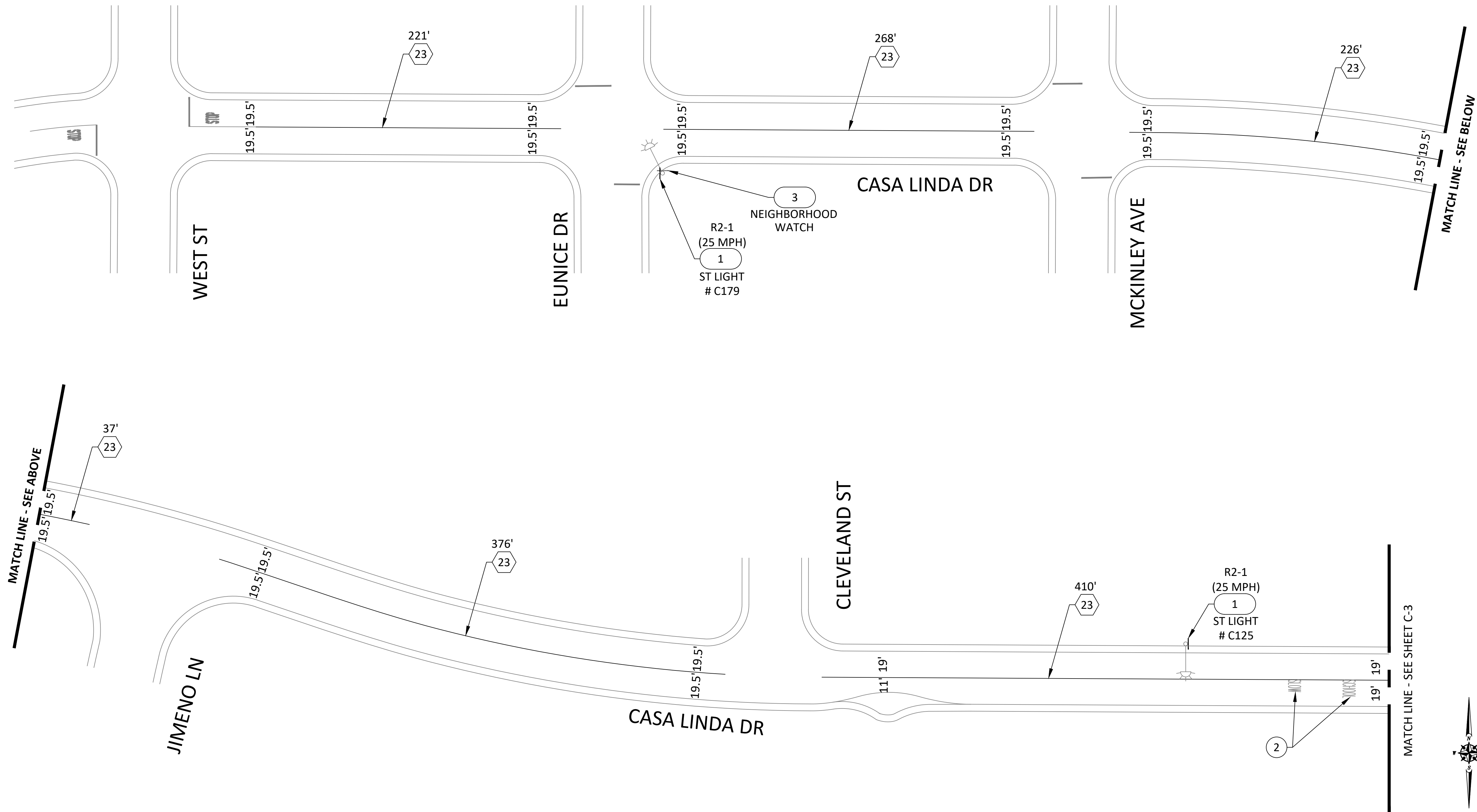
CONSTRUCTION NOTES

- 1 CONSTRUCT SPEED CUSHION PER CITY OF WOODLAND STANDARD DETAIL 0385. EXACT LOCATION SHALL BE DETERMINED IN THE FIELD BY THE ENGINEER.
- 2 CONSTRUCT MEDIAN CURB PER DETAIL

SIGNING NOTES

- 1 INSTALL SIGN ON EXISTING POLE
- 2 INSTALL SIGN ON NEW POLE



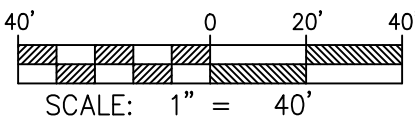


STRIPING NOTES

- 2 REFRESH EXISTING MARKINGS/PAVEMENT DELINEATION PER CALTRANS STANDARD PLANS IN PLACE
- # PLACE PAVEMENT DELINEATION PER CALTRANS STANDARD PLANS

SIGNING NOTES

- 1 INSTALL SIGN ON EXISTING POLE
- 3 REMOVE EXISTING SIGN AND SIGN TO BECOME PROPERTY OF THE CONTRACTOR



2019 TRAFFIC CALMING PROJECT

SIGNING AND STRIPING
CASA LINDA DR

BENCH MARK:
ELEVATION: _____ DATUM: _____
DESCRIPTION:

CITY OF WOODLAND
APPROVED BY:
BRENT MEYER
CITY ENGINEER
DATE: 05/XX/2019

PROJECT ENGINEER'S SIGNATURE
BY: KATHLEEN A. WURZEL
PRINCIPAL CIVIL ENGINEER
DATE: 05/XX/2019 P.E. # 70314
REGISTRATION EXP.: 09/30/2020

SCALE:
HORIZ. 1" = 40' VERT. N/A
DATE: MAY 31, 2019

DESIGNED BY JAIR CAMACHO

DRAWN BY JAIR CAMACHO

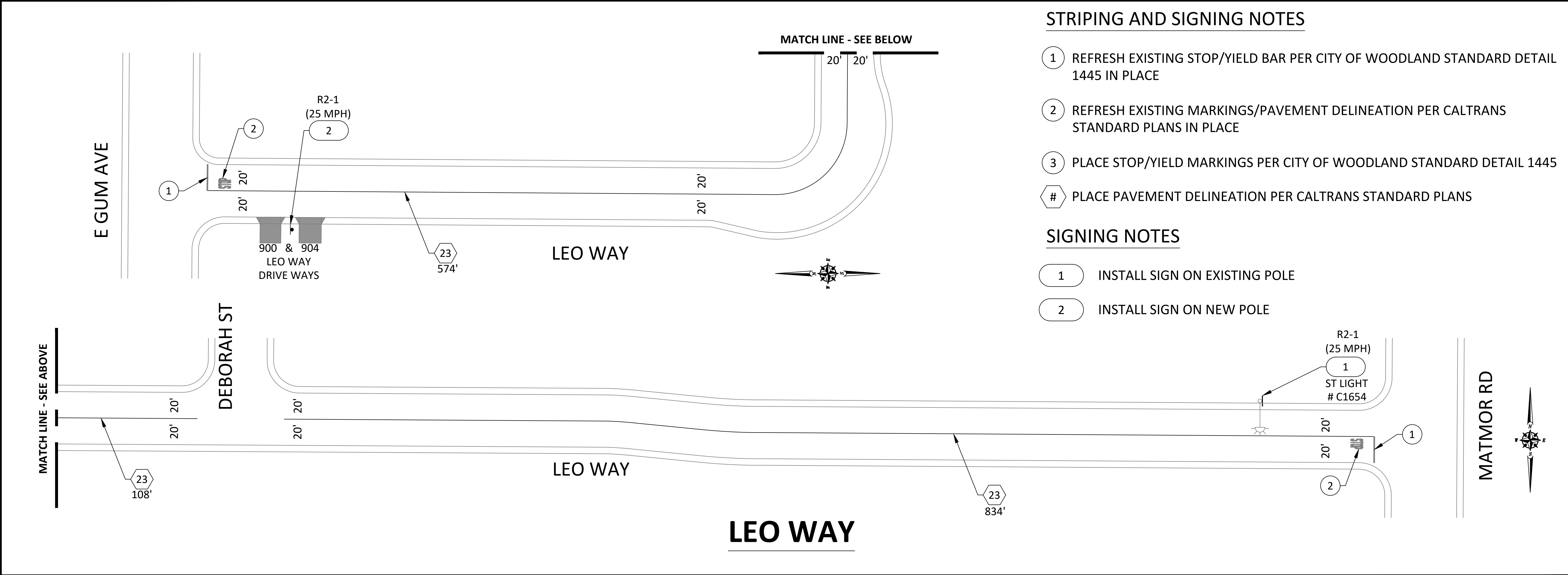
REVIEWED BY KATHLEEN A. WURZEL

FILE: AEC-19054 / 2019 Traffic Calming Project

REVISIONS			
NO.	DESCRIPTION	BY APPR.	DATE

C-2

SHEET 4 OF 6

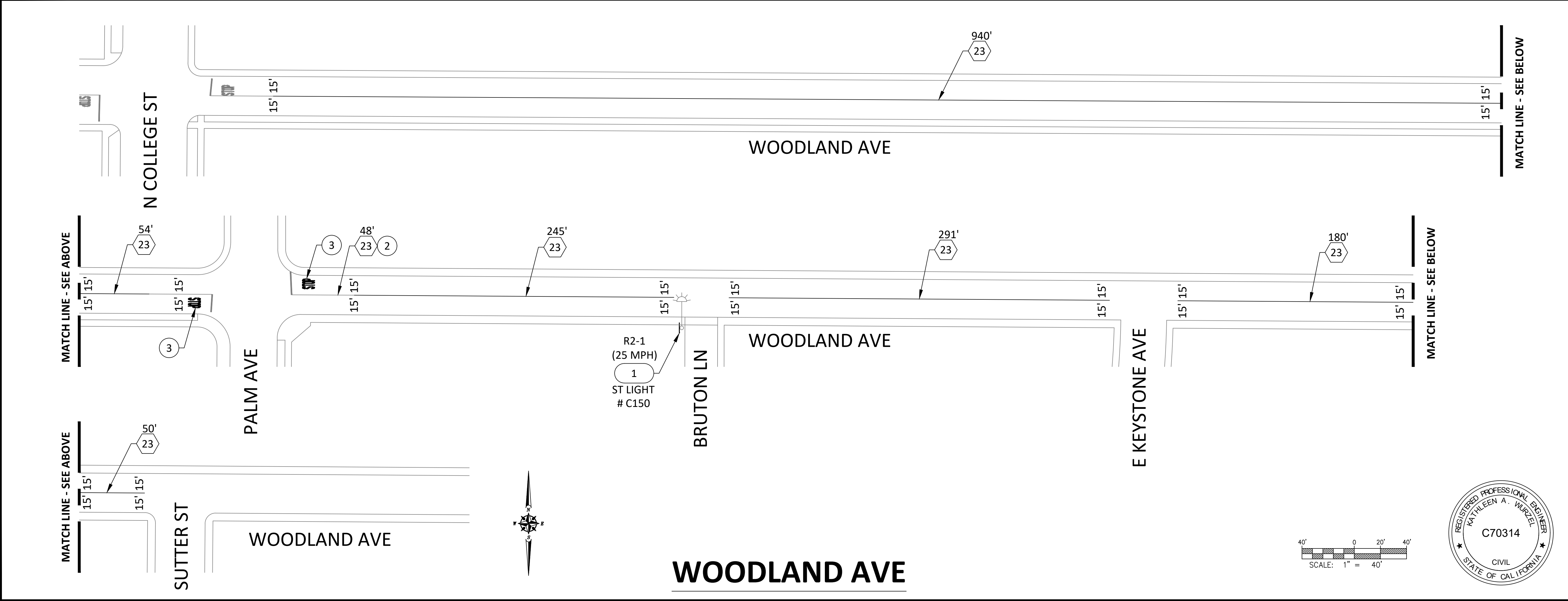


STRIPING AND SIGNING NOTES

- 1 REFRESH EXISTING STOP/YIELD BAR PER CITY OF WOODLAND STANDARD DETAIL 1445 IN PLACE
- 2 REFRESH EXISTING MARKINGS/PAVEMENT DELINEATION PER CALTRANS STANDARD PLANS IN PLACE
- 3 PLACE STOP/YIELD MARKINGS PER CITY OF WOODLAND STANDARD DETAIL 1445
- # PLACE PAVEMENT DELINEATION PER CALTRANS STANDARD PLANS

SIGNING NOTES

- 1 INSTALL SIGN ON EXISTING POLE
- 2 INSTALL SIGN ON NEW POLE



2019 TRAFFIC CALMING PROJECT

SIGNING AND STRIPING
LEO WAY & WOODLAND AVE

BENCH MARK:
ELEVATION: _____ DATUM: _____
DESCRIPTION:

CITY OF WOODLAND
APPROVED BY:

BRENT MEYER
CITY ENGINEER
DATE: 05/XX/2019

PROJECT ENGINEER'S SIGNATURE
BY:

KATHLEEN A. WURZEL
PRINCIPAL CIVIL ENGINEER
DATE: 05/XX/2019 P.E. 70314
REGISTRATION EXP.: 09/30/2020

SCALE:
HORIZ. 1" = 40' VERT. N/A

DATE: MAY 31, 2019

DESIGNED BY JAIR CAMACHO

DRAWN BY JAIR CAMACHO

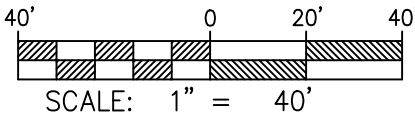
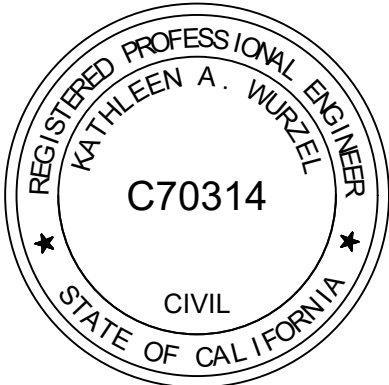
REVIEWED BY KATHLEEN A. WURZEL

FILE: AEC-19054 / 2019 Traffic Calming Project

REVISIONS			
NO.	DESCRIPTION	BY APPR.	DATE

C-4

SHEET 6 OF 6





TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA: City Council Regular Meeting

DATE: June 4, 2019

ITEM #: K.12.

SUBJECT: Parks and Recreation Facilities Maintenance and Improvement Project Updates

Recommendation for Action: Staff recommends that the City Council receive an update on parks and recreation facilities usage, maintenance and identified improvement projects.

Staff Contact: Christine Engel, Community Services Director, (530) 661-2000,
christine.engel@cityofwoodland.org

Fiscal Impact:

Each year, the City budgets approximately \$5.0 million per year to maintain its roughly 150 acres of parks, recreation facilities and landscaping of greenbelts and street medians, funded through a combination of General Fund and various landscaping assessment districts.

In addition, staff has identified approximately \$7.7 million of maintenance and improvement needs at the City's existing parks and recreation facilities. While funding has been provided through grants and approved City budgets over the years to address some maintenance needs, an ongoing funding source to address all of project needs has not been identified.

This proposed action does not result in a fiscal impact as this report only provides an update on maintenance and improvement needs and anticipated expenses.

Background:

The City has approximately 150 acres of developed parks and recreation facilities (see attached map). This report primarily focuses on park and recreation facilities other than the Woodland Sports Park. Seventeen parks in Woodland range in size from 2-10 acres and make-up approximately half of the total park acreage in the City (approximately 86 acres).

The remaining acreage consists of mini-parks, ball/soccer fields, the swim center, and storm water detention basins that also include recreational amenities. While two parks were developed and opened to the public recently (Rick Gonzales Senior Park and Spring Lake Park in 2018), the remaining parks (with the exception of Jack Slaven Park) were constructed well over twenty years ago and primarily include original restrooms and old play structures.

An ongoing funding source for parks and recreation facilities maintenance and replacement projects (outside of the regular maintenance tasks) has not been established. The below table identifies the approved operations and maintenance budgets for parks and recreation facilities. The table also identifies funding for maintaining landscaping where funding is provided by the general fund (as it is included in the L&L budgets).

Table 1. FY 18/19 Parks and Recreation Operations and Maintenance Budgets

Fund	FY 18/19 Budget	Park/Field
General Fund Parks/Fields	\$ 1,565,956	Beamer Park, Camarena Field, City Park, Clark Field, Crawford Park, Douglass Park, Everman Park, Ferns Park, Grace Hiddleston Park, Hannah Campbell Park, Hans Christiansen Park, Harris Park, Heritage Plaza, and Woodside Park
General Fund Landscape (all landscape except L&L)	\$ 230,255	All landscape areas from East Side on 98 to Matmor Road, north to Kentucky, and south to 24A
Gibson Ranch L&L	\$ 804,611	Pioneer Park, Klenhard Field, landscape from Pioneer/Main Street south to Gibson, south side East to 102, and north(east side) to Main Street
General Fund Charles Brooks Community Swim Center	\$ 375,714	50 Meter Pool & Baby Pool
Spring Lake L&L Parks/ Landscaping	\$ 1,508,268	Jack Slaven Park, Rick Gonzales Sr. Park, Spring Lake Park, Landscape from 102 to south side of Gibson, west to HWY 113, (as built-out more will be added).
Spring Lake CFD Sports Park O&M	\$ 484,093	Sports Park
Total	\$ 4,968,898	

Over the years the City has received grant funds that have created the opportunity to complete various maintenance and improvement projects. Some restrooms and play structures have been replaced in recent years through a federal Housing-Related Parks grant program (restrooms at Campbell, Everman, and City Parks and play structures at Harris, City, Crawford, and Everman Parks). These grant funds were also used to create a small fastpitch practice field at City Park and resurface basketball courts at Everman and Campbell Parks. Additionally, through the John & Eunice Davidson Fund new play amenities have been purchased for several parks, facilities have been improved (such as repainting and staining the play structure at Ferns Park), exercise stations have been installed (Woodside and Crawford Parks), and the walking path at Woodside Park has been improved.

On February 19, 2019, the City Council approved funding through the mid-year budget process to allocate \$230,000 for parks and recreation facilities improvement needs (Measure E debt service funds that were not needed). These funds were used on the following projects (*these projects are no longer identified on the attached maintenance and improvement project list*):

- Crawford Park: Lighting Improvements (in progress) – \$53,000
- Charles Brooks Swim Center: ADA Restroom Project (nearing completion) - \$50,000
- Charles Brooks Swim Center: Bleacher Replacement Project Design Work (Summer 2019) - \$30,000
- Jack Slaven Park Water Feature Improvements (nearing completion) - \$50,000

Many of the recreation facilities (baseball/softball/soccer fields) are used by Woodland youth and adults for baseball, softball, and soccer. Below is a summary of the facilities and youth user groups that primarily use each key recreation facility. Table 2, below, identifies historic participation for each user group.

- Woodland Little League
- Camarena Complex (3 fields)

- Buchignani Field (1 field, not City-owned but City leased)
- Cal Ripen – Klenhard Complex (3 fields)
- Babe Ruth - Clark Field (shared with Woodland High School and American Legion)
- Woodland Girls Fastpitch
Harris Field
- City Park (practices)
- Woodland Soccer Club – Woodland Sports Park
- Alliance Soccer Academy (formerly Davis Alliance Soccer Academy) – Woodland Sports Park
- Woodland Tennis Club - City Park Tennis Courts
- Woodland Swim Team – Brooks Community Swim Center (shared with Woodland High School, Pioneer High School, and the City’s recreation swim team Woodland Wreckers)

Table 2. Historic Participation in Youth Sports

League	2017		2018		2019
	Spring	2017 Fall	Spring	Fall	Spring
Woodland Little League	389	130	397	163	403
Cal Ripken	310	83	241	0	247
Babe Ruth	107	43	131	30	72
Fastpitch	187	75	168	54	146
Woodland Soccer Club	251	452	310	402	332
Alliance Soccer Academy	221	202	153	147	141
Totals	1465	985	1400	796	1341

Discussion:

Staff annually updates a list of outstanding maintenance and improvement projects for City parks and recreation facilities. The attached table identifies a list of projects that if completed could cost approximately \$7.7 million. However, it should be noted that the identified project expenses are estimates and would need to be refined as projects are selected to advance (ie bids would need to be received for each project prior to the time it is expected to commence).

Conclusion: Staff recommends that the City Council receive an update on parks and recreation facilities usage, maintenance and identified improvement projects.

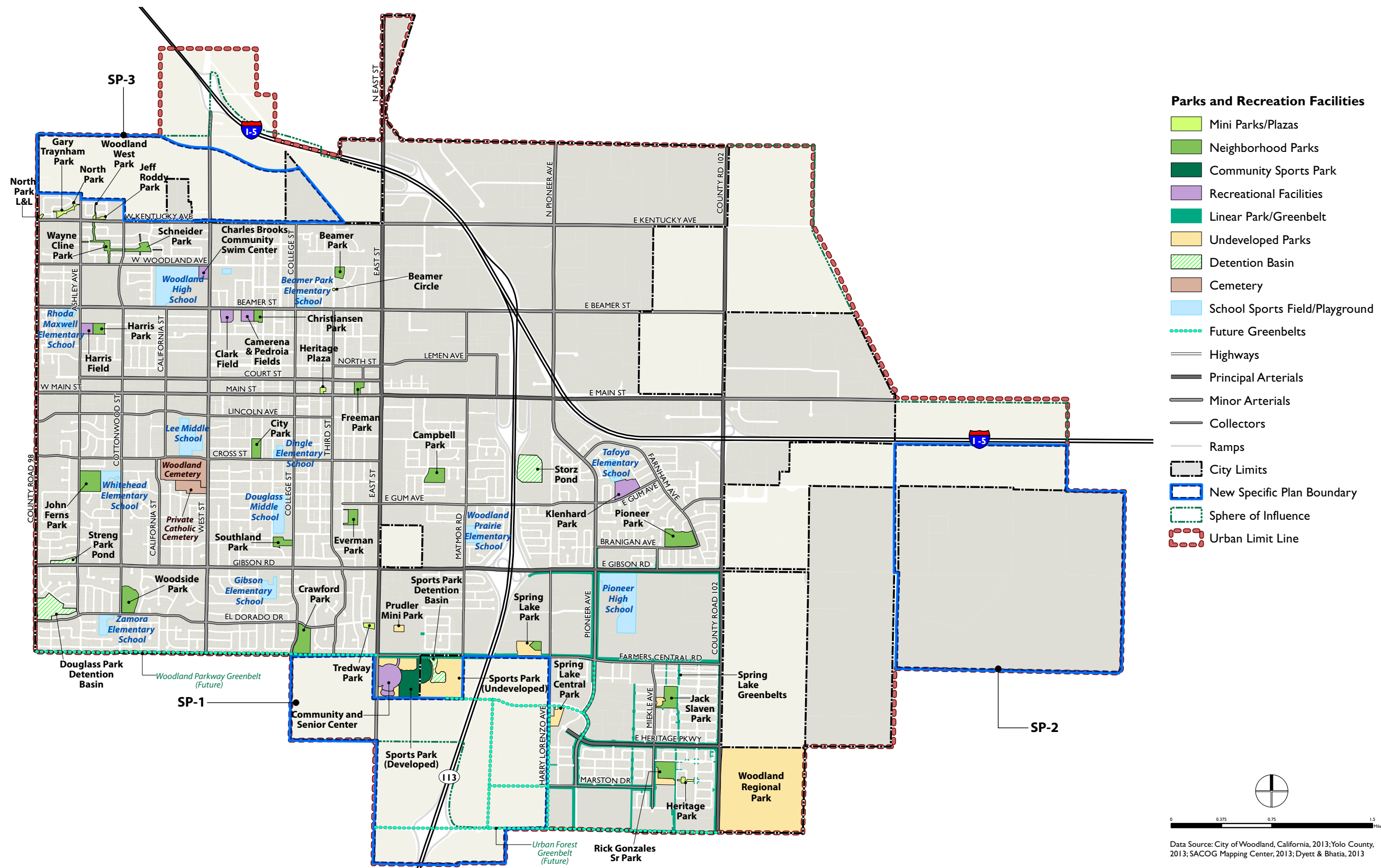


Paul Navazio
City Manager

Attachments:

1. Parks and Rec Facilities 5-19
2. Park and Rec Facility Summary

FIGURE 5-2: PARKS AND RECREATION FACILITIES



Overview of Parks and Recreation Facilities Maintenance and Improvement Needs

Park Facilities	Addresses	Amenities	Acreage	Fields	User Groups/Spring 2019 Players	Funding Source	Projects	Estimated Project Cost
Beamer Park	810 Hollister Rd.	Tennis/Pickleball Courts, 2 Playgrounds, BBQ, Bleachers	2.3	1 Small Softball Field Open area used for Soccer	Empower Yolo Summer Program	GF	Restroom and Playground Equipment Replacement	\$ 400,000.00
Camarena Field **	202 Beamer St.	Play Ground, Concession Stand, Bleachers	3.7	1 Lighted Full Size Field Baseball Field 1 Full Size Baseball Field 1 Small Baseball Field	Woodland Little League	GF	Bleacher Replacement and New Field Lighting	\$ 375,000.00
City Park	619 Cleveland St.	Tennis Courts, 2 Playgrounds, BBQ	3.9	1 Small Softball Field	Woodland Girlsfast Pitch Softball Woodland Tennis Club CSD Tennis Classes	GF	Tennis Court Light Replacement and Add Shade Structure	\$ 80,000.00
Clark Field *	70 Beamer St.	Concession Stand, Bleacher	3.5	1 Lighted Full Size Baseball Field for 13/over	WHS Woodland Babe Ruth American Legion Roy Hobbs Baseball (adults)	GF	Upgrade Lights (cost unknown), Restroom Replacement, Bleacher Replacement	\$ 600,000.00
Cline Park	223 Teton Pl.		3.8			GF	Playground Equipment Replacement	\$ 150,000.00
Community & Senior Center	2001 East St.	Dog Park	13			GF	Add Lights at Dog Park	\$ 10,000.00
Community Swim Center	155 N. West St.	BBQ,	2.8		Woodland Swim Team WHS PHS Grammar Schools YMCA Aquatic Programs	GF		\$ 265,000.00
Crawford Park	1733 College St.	Volleyball, Skate Park, Horse Shoes, Basketball Court, 1/3 mile Walking/Exercise Course, Tennis Court	8.3			GF	Resurface Tennis Courts and Add Shade Structure	\$ 35,000.00
Douglass Park (Holding Pond)	827 Saratoga Dr.		11.3			GF	Replace Ballfield Backstop and Field Material	\$ 75,000.00
Everman Park	929 Cottage Dr.	Basketball Court, 2 Playgrounds, Horse Shoe, BBQ	3.4			GF	Resurface Picnic Area	\$ 20,000.00
Freeman Park	1001 Main St.	2 Playgrounds, Gazebo	2.3			GF		
Grace Hiddleson Park	1310 College St.	2 Playgrounds, BBQ	4	1 Full Size Soccer Field 1 Small Softball Field	YMCA	GF	Repurpose Old Pool Area, Replace Restroom, and Replace Ballfield Backstop and Field Material	\$ 575,000.00
Hannah Campbell Park	701 Thomas St.	Basketball Court, 2 Playgrounds, BBQ, 1/4 Walking/Exercise Course, Volleyball	5.6			GF		\$ 30,000.00
Hans Christiansen Park	202 Beamer St.	BBQ, Horse Shoes, Volleyball	2			GF		
Harris Field	Ashley Ave.	Bleachers	2.4	1 Full Size Softball Field	Woodland Girlsfast Pitch Softball Woodland Tennis Club CSD Tennis Classes	GF	Restroom Replacement, Bleacher Replacement, and Resurface Parking Lot	\$ 435,000.00

Overview of Parks and Recreation Facilities Maintenance and Improvement Needs

Harris Park	100 Imperial St.	2 Playgrounds, Horse Shoes, Basketball Court	3.1			GF	Lighting Replacement, Restroom Replacement, and Basketball Court Overlay	\$ 335,000.00
Heritage Plaza	Second St. & Main St.		0.7			GF		
John Ferns Park	750 W. Southwood Dr.	Water Feature, 2 Playgrounds, Disc Golf Course, BBQ, Horse Shoes, Volleyball	9.3	Roller Hockey Court		GF	Restroom Replacement, Replace Water Feature, and Resurface Courts	\$ 1,080,000.00
Pioneer Park	1925 Branigan Ave.	2 Playgrounds, Music Play, Basketball Court	10			GF		
Tredway Park	1701 Sixth St.		1.2			GF	Replace Playground Equipment	\$ 135,000.00
Woodside Park	1615 Cottonwood St.	Tennis Courts, 2 Playgrounds, Horse Shoes, Volleyball	8.2			GF	Replace Lighting and Improve Shade Structure	\$ 90,000.00
Gary Traynham Park	313 Redwing Dr.	Play Ground	1.1			L&L		\$ 135,000.00
Jack Slaven Park	1705 Miekle Ave.	Water Feature, 2 Playgrounds, BBQ	8	Open Space use for Soccer program	CSD Soccer Program Movies in the Park & Easter Egg Hunt Bayside Church	L&L	Add Parking Lot	\$ 250,000.00
Jeff Roddy Memorial Park	264 Mallard Dr.	2 Playgrounds, BBQ	0.5			L&L		
Klenhard Park **	1771 East Gum Ave.	2 Playgrounds, Concession Stand, Bleachers	7.2	2 Lighted Full Size Baseball Field 1 Small Baseball Field	Cal Ripken Baseball	L&L		
Rick Gonzales Sr.	2109 Miekle Ave.	Zip Line, Swings, Play Ground, BBQ	7	1 Youth Soccer Field	Woodland United Fellowship Soccer Camp ASA Soccer for make up games	L&L		
Schneider Park	179 Schuler Ranch Dr.		3.2			L&L	Install Pathway Lighting and Resurface Picnic Area	\$ 35,000.00
Spring Lake Park	1904 Shellhammer Dr.		2			L&L		
Streng Park Pond	Gibson & Columbia Dr.		2.5			L&L	Consider Removing Turf	\$ 100,000.00
	Sub-Total							\$ 5,210,000.00
***Woodland Sports Park	2001 East St.	Play Ground, Concession Stand, Bleachers	17.6	4 Soccer/Baseball/Softball Use Fields 1 Soccer only Field.	WSC ASA Tournaments Pioneer High School Woodland High School Lee Middle School Woodland Christian High School Senior Soft Ball League Headfirst Baseball Camp	L&L	Replace Turf (like material - \$3.4 m with added pad)	\$ 2,500,000.00
Woodland West	412 Dove Dr.		0.4			L&L		
	Totals		154.3	18				\$ 7,710,000.00

*City provides \$15,000 annually to Clark Field Committee for Field maintenance.

** City contractor mows turf, user group preps Fields.

***Replacement of Turf with like material \$2.5 million with added pad 3.4 million.

***16 million Sports Park improvements not included in this table.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: K.13.
SUBJECT: Appoint Member to various Boards, Commissions and Committees

Recommendation for Action: Staff recommends that the City Council appoint members to the various Boards, Commissions and Committees, for specified terms, consistent with the recommendations of the Mayor and Mayor Pro Tempore.

Staff Contact:

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

Background

Earlier this year the City Council approved a number of recommendations related to the structure of city Boards, Commissions and Advisory Bodies, including establishing a new process for annual recruitment and appointment of members of the public to serve on the various advisory bodies. Among the modifications to the Board and Commission structure was the decision to have all board and commission terms run on a fiscal year (July-June), albeit retaining three or four year terms. Accordingly, the City will now conduct an annual Board and Commission recruitment each spring, with appointments to be made by the City Council prior to July 1st of each year.

Staff kicked-off the recruitment for 2019 appointments last March (at ReExpo), with the application period for candidates open from March through May 15th. Over 30 applications were received to fill current and prospective vacancies, including a number of applications from individuals wishing to serve on the newly-established Sustainability Advisory Committee.

The Flood Control Advisory Committee was established in 2015 with members appointed to four year terms, all expiring June 30, 2019. For this committee, current members were polled to see if they would be interested in continuing to serve on the committee, and additional applications were received for this body through the recruitment process.

Once all applications were received, the Mayor and Mayor Pro Tempore were tasked with reviewing the applications and advancing nominations for consideration by the full Council for 2019 appointments.

Discussion

After a review of the applications received from individuals interested in serving on city Boards and Commissions, Mayor Xochitl Rodriguez and Mayor Pro Tempore Rich Lansburgh are recommending appointments as contained in the attachment to this staff report. It is also recommended that those candidates who are not appointed by the Council to vacant seats be retained as a pool of candidates for appointment for any vacancies that may arise prior to next year's Board and Commission recruitment period.

Conclusion:

Staff recommends that the City Council appoint members to the various Boards, Commissions and Committees, for specified terms, consistent with the recommendations of the Mayor and Mayor Pro Tempore.

Prepared By: Ana B. Gonzalez, City Clerk

A handwritten signature in black ink, appearing to read "Paul Navazio". The signature is fluid and cursive, with the first name "Paul" and last name "Navazio" clearly distinguishable.

Paul Navazio
City Manager

Attachments:

1. New Appointments effective July 1, 2019

**BOARDS, COMMISSIONS AND COMMITTEES
RECOMMENDED APPOINTMENTS
JULY 1, 2019**

MEMBER	RECOMMENDED APPOINTMENT	TERM EXPIRES
Commission on Aging		
Regan Overholt	New 4-yr term	6/30/2023
Linda Weesner	New 4-yr term	6/30/2023
Richard DeLiberty	Fill un-expired term	6/30/2020
 Parks & Recreation Commission		
Magalean Martin	New 4-yr term	6/30/2023
 Planning Commission (Reflects appointments by Council Members)		
Valerie Hurst (Rodriguez)	New 4-yr term	6/30/2023
Steve Harris (Lansburgh)	New 4-yr term	6/30/2023
Steven Wong (At-large)	New 4-yr term	6/30/2023
Marco Lizarraga (Barajas)		6/30/2020
Kirby Wells (Fernandez)		6/30/2020
Fred Lopez (At-large)		6/30/2021
Christopher Holt (Stallard)		6/30/2021
 Historical Preservation Commission		
Jim Bohon	Fill unexpired term	6/30/2022
Elizabeth Lambert	New 4-yr term	6/30/2023
 Library Board		
Alejandra Lopez	Fill unexpired term	6/30/2021
John Jackson	New 3-yr term	6/30/2022
Maureen King	New 3-yr term	6/30/2022

**BOARDS, COMMISSIONS AND COMMITTEES
RECOMMENDED APPOINTMENTS
JULY 1, 2019**

MEMBER	RECOMMENDED APPOINTMENT	TERM EXPIRES
Sustainability Advisory Committee		
Mark Aulman	New 4-yr term	6/30/2023
Marcia Cary	New 4-yr term	6/30/2023
Christine Casey	New 4-yr term	6/30/2023
Liza Grandia	New 4-yr term	6/30/2023
Catalina Munoz	New 4-yr term	6/30/2023
Sara Schremmer	New 4-yr term	6/30/2023
Raul Tadler, Jr.	New 4-yr term	6/30/2023
Robert Ullrey	New 4-yr term	6/30/2023
Flood Control Advisory Committee		
Nancy Lea	New 4-yr term	6/30/2023
Ken Trott	New 4-yr term	6/30/2023
Eric Alfaro	New 4-yr term	6/30/2023
Kevin Cowan	New 4-yr term	6/30/2023
Dean Simeroth	New 4-yr term	6/30/2023
Mike Adams	New 4-yr term	6/30/2023
Skip Davies	New 4-yr term	6/30/2023
Al Eby	New 4-yr term	6/30/2023
Evelia Genera	New 4-yr term	6/30/2023
Lynnel Pollock	New 4-yr term	6/30/2023
Mary-Ann Warmerdam	New 4-yr term	6/30/2023
Beth Rollins	New 4-yr term	6/30/2023
Bruce Jacks	New 4-yr term	6/30/2023



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: June 4, 2019
ITEM #: K.14.
SUBJECT: Presentation of the FY2019/20 Proposed Budget

Recommendation for Action: Staff recommends that Council formally receive the proposed budget for FY2019/20.

Staff Contact:

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

Background:

Presented herein for your consideration is the City's Proposed Budget for fiscal year 2019/2020.

Discussion:

The proposed spending plan totals \$173.18 million, supporting city operating funds (\$123.52 million), capital funds (\$25.78 million) and debt service obligations (\$23.88 million) and represents an increase of 10.8% from last year's adopted budget.

The budget includes a set of specific funding recommendations totaling \$2,914,829 including \$2,005,911 in one-time funding allocation and \$908,918 in ongoing budget augmentations. The Proposed Budget includes funding recommendations to support four new positions. The proposed FY2019/20 full-time equivalent staffing level of 30 positions remains 43 positions (12%) fewer than pre-recession staffing levels of FY2008/09.

The General Fund budget, totaling \$55.20 million, as proposed, represents an increase of \$4.65 million (9.1%) over the prior year, with \$1,640,000 representing one-time funding allocations from available excess General Fund reserves. The overall budget proposal, which includes specific funding recommendations to meet selected priority needs would, if approved, result in an anticipated year-end fund balance in the General Fund of \$11.43 million (23.7%), or \$1.77 million above the Council-adopted reserve policy level of 20%.

The proposed FY2019/20 Capital Improvement Program budget includes funding recommendations totaling \$25.14 million, of which \$6.03 million is allocated for investment in transportation infrastructure, \$8.37 million to advance capital projects within our water and sewer utilities, and \$2.38 million supports park and library facility improvements. Of this amount, \$1.29 million is provide through Measure E and \$5.25 million from Measure F, consistent with the FY2019/20 funding allocations presented to the Council earlier in the budget process. The budget proposal also recommends designating \$600,000 in available Measure J fund balance in support of Phase II development of the Sports Park; \$500,000 in available Measure F fund balance in support of development of the planned second community pool; and \$1.0 million from the General Fund towards construction of a new fire station in the southeast growth area.

The overall budget proposal remains consistent city's framework for advancing the Council's goal of fiscal stability. The FY2019/20 budget provides a modest amount of budget flexibility to address priority needs. As the city continues to make progress in tackling its long-term structural budget deficit, managing personnel costs and addressing unfunded liabilities, more work is needed over the next few years. Specifically, while the budget proposal presented herein provides for a balanced budget for FY2019/20, the updated General Fund forecast reflects a projected deficit of \$1.27

million for FY2020/21, growing to \$3.89 million by the end of the five-year forecast's planning horizon. This ongoing budget gap is attributable almost entirely to projected increases in CalPERS retirement contribution rates resulting from lower interest earnings assumptions adopted by the CalPERS Board.

Proposed Budget Recommendations

The overall Proposed Budget is consistent with the budget framework developed over the past several fiscal years as well as feedback provided by the City Council through its regular quarterly budget updates and the Spring Budget Workshops held this past March.

As has been the case in recent years, the budget necessarily incorporates fairly conservative revenue estimates, which contribute to limited discretionary budget flexibility. Nonetheless, the ability of the city to maintain, and increase, reserve levels has provided an opportunity to, at once, exercise diligence in implementing long-term, sustainable structural budget changes, while also providing the ability to utilize a prudent amount of one-time funding to address priority needs, above what can be supported by the baseline budget.

Several baseline General Fund budget adjustments are recommended in order to provide for a balanced budget and contribution to additional budget flexibility to support priority unmet needs:

The following summarizes the specific General Fund one-time funding recommendations included as part of the FY2019/20 Proposed Budget:

■ Police – Equipment / Technology Replacement	\$115,147	
□ Evidence Software		
□ Taser / Radios		
■ Library Improvements - Main Floor	50,000	+ Carry-over
■ Special Event funding	25,000	
■ Homeless Initiatives (HOST, Shelter, Housing Assistance)	100,000	
■ Building Inspection / Plan Check Contract Services	150,000	
■ Street Maint. Funds: Traffic Calming / Pot Hole Repair	100,000	+ Carry-Over
■ Economic Development (Contract Services)	75,000	
■ Energy Efficiency Masterplan (City Facilities)	25,000	+ Other Funds
Sub-Total One-Time Funding Recommendations	\$ 640,147	
■ New Fire Station Set-Aside (Fund Transfer)	<u>\$1,000,000</u>	
Total General Fund One-Time Funding Recommendations	\$1,640,147	

Under the current budget framework, limited budget flexibility is available to support on-going budget augmentations. The following table summarizes the FY2019/20 recommendations for ongoing, recurring annual General Fund appropriations:

■ Firefighter SAFER Grant Year 1 Matching Funds (3 Positions)	\$148,000*
■ Police – Equipment / Technology (Ongoing)	95,780
■ Police – Training	15,000
■ Planning - Training	6,000
■ Upgrade Engineering Tech III to Engineering Assistant	4,150 + Other Funds
Total General Fund Ongoing Funding Recommendations	\$268,930

Capital Budget Overview

A major component of the city's annual budget process is the update to the five-year Capital Improvement Program. For FY2019/20, the CIP budget proposes funding totaling \$25.14 million, as follows:

Project Category	FY 2018/19	FY 2019/20	FY2020/21	FY2021/22	FY2022/23
Fire	\$ 1,110,000	\$ 0	\$ 0	\$ 0	\$ 0
General City	704,972	0	0	0	0
Library	85,000	85,000	85,000	85,000	85,000
Park Facilities	4,126,500	2,298,450	791,535	15,000	15,000
Sewer	2,035,000	5,562,000	3,890,000	5,060,000	2,960,000
SLIF Infrastructure	2,493,000	6,533,000	0	0	0
Storm Drain	1,510,000	1,810,000	10,000	2,735,000	10,000
Transportation	10,962,611	6,038,722	8,019,000	4,242,000	7,855,000
Water	5,145,000	2,812,017	2,708,017	2,708,017	2,708,017
Grand Total	\$ 28,172,083	\$ 25,139,189	\$ 15,503,552	\$ 14,845,017	\$ 13,633,017

Selected Highlights of the proposed FY2019/20 CIP Include:

Parks:

- Sports Park Turf Replacement – Phase 1 (Meas. E) \$ 1.2 million

Transportation/Road Rehabilitation:

- East Main Street Improvement Project \$ 1.7 million
- West Main Street Road Rehabilitation \$ 1.7 million
- Gibson Road Rehabilitation – West St. to CR98 \$ 677,700
- Gibson Road Bicycle/Pedestrian Project - East to West \$ 500,000

Utilities:

- Water System Leak Detection, Maintenance & Repairs \$ 2.8 million
- Annual Sewer Repair and Replacement \$ 1.6 million
- Large Diameter Sewer Lines \$ 1.3 million
- Lower Cache Creek Feasibility Study (Flood Protection) \$ 1.5 million

Spring Lake Infrastructure Fees (SLIF):

- Pioneer Ave.- High School Entrance to Farmer's Central \$ 2.3 million
- Parkland Dr. between Pioneer & Harry Lorenzo \$ 2.2 million
- CR25A Meikle to Promenade \$ 1.8 million

Highlights of Funding Support for Selected Strategic Initiatives

Public Safety

- Continues \$1.13 million in Measure F funding for Fire and Police Staffing
- 3.0 Police Officers
- Non-Sworn Staff Support (Records/Front Counter and Evidence)

- Fire Chief
- Fire Marshal
- Provides One-Time Funds in support of Police Equipment and ongoing costs of equipment maintenance and Training
- Provides Firefighter SAFER Grant matching funds for 3.0 Additional Firefighters and plans to absorb full cost within the Five-Year Forecast.
- Set-Aside Additional \$1.0 Million (General Fund) for future relocation of Fire Station #3

Homelessness

- Allocates additional \$100,000 for:
 - Transitional Housing assistance
 - Public Safety / Public Health response
 - Other supplies and services as needed
 - Anticipates future funding needs in support of:
 - Tiny Homes Project, No Place Like Home
 - Leverage Outside Funding
 - Incorporates CESH Grant funding (\$140,000)
- Housing Assistance
- Shelter Prevention / Eviction Service
- Continues funding support for County Homeless Coordinator through cost-sharing with other partner agencies

Economic Development

- Allocates \$75,000 in One-time Funding for 2019/20 work plan
- Food Front Campaign
- Opportunity Zones / EIFD Feasibility
- Supports staff position for ED initiatives through Measure F
- Continued Implementation new General Plan Policies / Projects
- Zoning Update
- Permit Streamlining
- Business Research / Tech Park Project
- Continue to Support Expanded Business Retention / Attraction
- Continues partnership with Greater Sacramento Area Economic Council

Infrastructure

- Supports FY2019/20 Street Rehabilitation Project Work Plan:
 - West Main Street Road Rehabilitation
 - East Main Street Improvement Project
 - Gibson Road Rehabilitation – West St. to CR98
 - Gibson Road Bicycle/Pedestrian Project - East to West
 - Provides Supplemental One-Time Funding for ongoing
 - Traffic Calming
 - Pilot Pothole Patching Program (TBD)

- Funds Library Master Plan Short-Term Capital Project (Main Floor

Special Projects

- Reserves Additional Discretionary Funding Toward
- Fire Station Relocation Project
- 2nd Community Pool (Southeast Area)
- Sports Park – Phase 2
- Flood Protection
- Allocates \$1.5 million for completion of Lower Cache Creek Feasibility Study
- Sustainability
- \$75,000 in one-time funding to initiate a City Facilities Energy Efficiency Masterplan (\$25,000 from General Fund/\$50,000 from Facilities Fund)

Measure J / Youth Initiative – The budget provides ongoing funding support for programs established through the passage of Measure J through the voter-approved quarter-cent sales tax that generates roughly \$2.5 million per year. The proposed budget includes the following funding allocations:

	Projected FY2018/19	Proposed FY2019/20
Revenues		
MSJ Annual Revenue Projection	\$ 2,763,476	\$ 2,691,800
Expenditures		
Utility Assistance	\$ 246,438	\$ 250,000
General Recreation	603,672	482,408
Middle School Programs	259,523	225,800
Aquatics	275,665	270,803
Recreation Van	102,451	100,910
Summer Camp	211,732	164,377
Youth Advisory Committee & Academy	5,000	5,000
At-Risk Youth	193,928	302,032
Crime Prevention	133,464	134,443
GREAT Program (4th/7th Grades)	90,500	95,312
Library	545,719	568,111
Southeast Pool Area Project	250,000	0
Programming Subtotal	\$ 2,918,092	\$ 2,599,196
Unallocated	55,006	0
Total Expenditures	\$ 2,973,098	\$ 2,599,196
Net Revenue/Expenditures	\$ (209,622)	\$ 92,604
Southeast Pool Reserve	\$ 750,000	\$ -
Phase 2 Sports Park Build-Out Reserve	\$ 1,000,000	\$ 600,000

Looking Ahead

The Proposed FY2019/20 Budget serves to establish recommended funding and staffing levels, consistent with Council priorities for the fiscal year beginning July 1, 2019. The recommendations included in this budget proposal were

informed by a nearly six month budget process that effectively commenced with the City Council Goal-Setting Retreat in January, followed by the Mid-Year Budget Update (February), and the Spring Budget Workshop held in March.

As we prepare to transition to a new fiscal year, there are a number of issues on the horizon that will have a direct impact on the City's ability to sustain our current and proposed service levels and/or provide additional budget flexibility to advance specific priority needs not provided for in this budget proposal.

Ongoing Labor Negotiations

Management is presently in discussions with four of the city's eight employee bargaining groups whose labor agreements expire on June 30, 2019. While certain assumptions have been incorporated into the present Proposed Budget relative to personnel costs for employees represented by these bargaining groups, the terms of successor agreements may have a direct short-term and long-term budget implications.

CalPERS Pension Costs

The Proposed Budget for FY2019/20 reflects the city's costs associated with employer contributions toward CalPERS pension obligations, as set by CalPERS for the coming fiscal year, and the five-year forecast, in turn, includes assumptions consistent with projected pension costs provided by CalPERS. In late July or early August we expect to receive updated CalPERS valuation reports that will establish the pension contribution levels for FY2020/21 as well as updated five-year projections. The upcoming valuation reports (and those to follow) are expected to continue to have a significant impact on the city budget, particularly in light of the recent volatility of pension contribution rates and the ever-increasing projection of future rates required by CalPERS in order to improve the funded status of public employee pensions.

Property and Sales Tax Revenue Updates

The City's improved fiscal outlook is, in large part, a result of the protracted economic recovery which has yielded modest but consistent growth in our major tax revenues. The FY2019/20 budget assumes ongoing short-term growth in both property and sales tax revenues, consistent with the growth realized over the past few years; however, the updated five-year forecast assumes a slowing of our revenue growth rates, again, consistent with most economic forecasts. Some indicators suggest another recession as early as 2020/2021. The City will receive its official assessed valuation of the property tax rolls in early July, soon after adoption of the FY2019/20 budget, and will continue to receive quarterly updates of sales tax receipts and projections. In the short-run, actual property and sales tax receipts are likely to be within the range of assumptions used in the development of the FY2019/20 budget, and in the medium-term, the budget plan provides for a level of general fund reserves sufficient to absorb any economic correction that negatively impacts tax revenues. Staff will continue to monitor revenue receipts and other factors that could very well inform updated financial forecast assumptions over the five-year planning horizon.

Commercial Cannabis Revenues

This past year the Council enacted a series of regulations allowing specified commercial cannabis businesses to operate in the City of Woodland. As a condition of approval of Use Permits and Cannabis Business Licenses, each business entity has entered into an operating agreement with the City that requires payments to the City based on a percentage of gross receipts. To date, four businesses have been issued Conditional Use Permits which, combined, have the potential to generate significant discretionary revenues to the City's General Fund. However, as of the development of the FY2019/20 budget, none of the approved businesses have begun operations and the only revenues collected to date are the fees required in obtaining Cannabis Business Permits. As a result, the FY2019/20 budget has been prepared without including any assumptions about the projected revenues from the cannabis businesses that are expected to begin operations within the next several months. Once the City begins to collect revenues based on the terms of the operating agreements, staff will bring before Council an updated projection of potential cannabis business-related revenues and the Council will have the opportunity at that time to authorize supplemental appropriations of discretionary revenues.

Conclusion

As we look forward to implementing the budget for FY2019/20, our goal continues look for ways to leverage our local funding to enhance programs and services consistent with City Council and community priorities. Through ongoing

partnerships and collaborations with public and private sector partners, we are seeing the fruits of key initiatives undertaken over the past few years. Our efforts are also buoyed by the support provided by voters through passage of Measure J and Measure F. It is the overall goal of the Proposed Budget and long-term financial plan of the City to ensure that the City of Woodland can continue to deliver quality programs and services, invest in the future of the community, while sustaining a fiscally prudent budgetary framework.

Conclusion:

Staff recommends that Council formally receive the proposed budget for FY2019/20.



Paul Navazio
City Manager

Attachments:

1. FY20 Intro to Proposed Budget Presentation



Introduction: Proposed FY2019/20 Budget

**City Council
May 21, 2019**



FY2019/20 Proposed Budget

- **Baseline Budget Model / Five-Year Forecast**
- **Preliminary FY2019/20 Budget Recommendations**
 - **General Fund**
 - **One-time Funding Recommendations**
 - **Recurring Funding Recommendations**
 - **Other Funds**
 - **One-time Funding Recommendations**
 - **Recurring Funding Recommendations**
 - **Measure J Spending Plan**
 - **Measure F Spending Plan**
- **Capital Budget Summary**
- **Support for Council Priorities**



General Fund Baseline Five-Year Forecast

FY2019/20 BASELINE

General Fund Five-year Forecast - *March 2019*

General Fund	Unaudited Actuals	Adopted	Projected	Baseline	Forecast			
	FY2017/18	FY2018/19	FY2018/19	FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24
Beginning Balances	\$ 15,837,855	\$ 10,972,148	\$ 12,854,039	\$ 12,830,267	\$ 13,511,453	\$ 12,837,694	\$ 11,199,447	\$ 9,003,283
Revenues	\$ 51,343,199 10.75%	\$ 50,384,235 1.47%	\$ 53,858,474 4.90%	\$ 53,522,481 -0.62%	\$ 54,570,298 1.96%	\$ 55,781,643 2.22%	\$ 57,296,109 3.94%	\$ 58,826,420 2.62%
Expenditures (Includes Measure J)	\$ 48,793,835 14.9%	\$ 50,087,039 -2.9%	\$ 52,671,858 1.83%	\$ 52,841,294 -2.62%	\$ 55,244,057 4.55%	\$ 57,419,891 3.94%	\$ 59,492,273 3.62%	\$ 61,701,741 3.70%
Annual Surplus/Deficit	2,549,364	297,197	1,186,616	681,186	(673,759)	(1,638,247)	(2,196,164)	(2,875,321)
General Fund One-Time Expenses	(1,445,649)	(490,000)	(490,000)					
One-time Funding (CALPERS Extra Payment)	(3,046,402)							
Measure J Unspent Fund Balance	(488,200)							
Fire Station/Pool Land			(1,100,000)					
General Fund Loan Repayments								
Unreserved Fund Balance	\$ 13,406,967	\$ 10,779,344	\$ 12,450,656	\$ 13,511,453	\$ 12,837,694	\$ 11,199,447	\$ 9,003,283	\$ 6,127,962
FY 18 Encumbered/Uncumbered Carry-Over to FY 19	\$ (552,928)		\$ 552,928					
Measure J Unappropriated Revenue			\$ (173,317)					
Ending Unreserved Fund Balance	\$ 12,854,039	\$ 10,779,344	\$ 12,830,267	\$ 13,511,453	\$ 12,837,694	\$ 11,199,447	\$ 9,003,283	\$ 6,127,962
Percentage (E.U.F.B./Revenues)	27.8%	23.9%	26.6%	28.1%	26.3%	22.4%	17.6%	11.6%
Reserve Policy \$	\$ 9,243,957	\$ 9,028,794	\$ 9,646,417	\$ 9,602,876	\$ 9,776,760	\$ 9,983,049	\$ 10,250,062	\$ 10,520,304
Reserve Policy %	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%
"Excess" Fund Balance (over Reserve Target)	\$ 3,610,082	\$ 1,750,551	\$ 3,183,849	\$ 3,908,577	\$ 3,060,935	\$ 1,216,398	\$ (1,246,779)	\$ (4,392,342)



FY19/20 Preliminary Budget Recommendations

General Fund

Recurring Funding Recommendations

■ Firefighter SAFER Grant Year 1 Matching Funds (3 Positions)	\$148,000*
■ Police – Equipment / Technology (Ongoing)	95,780
■ Police – Training	15,000
■ Planning - Training	6,000
■ <i>Upgrade Engineering Tech III to Engineering Assistant</i>	<i>4,150 + Other Funds</i>
Total General Fund Ongoing Funding Recommendations	\$268,930

*SAFER Grant Application Pending –

Matching funds increase over a three-year period.

Cost of positions fully-absorbed by General Fund in FY2022/23 = \$542,000 / year

General Fund – FY2019 - 2020

One-Time Funding Recommendations

■ Police – Equipment / Technology Replacement	\$115,147	
□ Evidence Software		
□ Taser / Radios		
■ Library Improvements - Main Floor	50,000	+ Carry-over
■ Special Event funding	25,000	
■ Homeless Initiatives (HOST, Shelter, Housing Assistance)	100,000	
■ Building Inspection / Plan Check Contract Services	150,000	
■ Street Maint. Funds: Traffic Calming / Pot Hole Repair	100,000	+ Carry-Over
■ Economic Development (Contract Services)	75,000	
■ Energy Efficiency Masterplan (City Facilities)	<u>25,000</u>	+ Other Funds
<i>Sub-Total One-Time Funding Recommendations</i>	<i>\$ 640,147</i>	
■ New Fire Station Set-Aside (Fund Transfer)	<u>\$1,000,000</u>	
Total General Fund One-Time Funding Recommendations	\$1,640,147	

Use of Fund Balance / Excess Reserves

General Fund One-time Funding Recommendations	Approved FY2013/14	Approved FY2014/15	Approved FY2015/16	Approved FY2016/17	Approved FY2017/18	Approved FY2018/19	Recommended FY2019/20	
Municode Update				\$ 20,000		\$ 20,000		
Elections	\$	85,500			Baseline	Baseline	Baseline	
City Hall Upgrades			\$ 40,000					
Pubic Information Plan					\$ 30,000			
Personnel Board						\$ 50,000		
Economic Development	\$	200,000		\$ 225,000	\$ 214,854	\$ 50,000	75,000	
Traffic Monitoring Equip/Traffic Calming/Pot Hole				\$ 10,000		\$ 100,000	100,000	
General Plan/Zoning Ordinance	\$	93,600		\$ 61,560	\$ 97,075			
Downtown Support/Alley Infrastructure	\$	50,000				\$ 30,000		
Engineering Contract Services	\$ 60,000	\$ 173,500						
Building Inspection Contract Services	\$ 33,940		\$ 210,000	\$ 240,000		\$ 200,000	150,000	
Cyclical Tree Pruning/Tree Removal		\$ 100,000	\$ 100,000	\$ 100,000	\$ 116,368	\$ 15,000	Baseline	
Homeless Pilot Project			\$ 23,740	\$ 75,000	\$ 100,000	\$ 200,000	100,000	
Special Events	\$	25,000		\$ 25,000		\$ 25,000	25,000	
Fire Chief					\$ 294,445	Measure F	Measure F	
Fire Marshal					\$ 156,350	Measure F	Measure F	
Fire SCBA Filling Station						\$ 90,000		Grant Pending
Fire Standards of Coverage Study						\$ 40,000		
Disaster Preparedness					\$ 50,000			
Fire Grass Rig				\$ 150,000				
Fire Overhire				\$ 40,000				
Fire Station Relocation Study				\$ 50,000				
Fire Confined Space Training	\$	142,274						
Fire Academy					\$ 108,000			
Library Master Plan-Phase I Projects						\$ 55,000	50,000	Plus Carry-Over
Transfer to Other Funds - Repayment	\$ 2,500,000							
Community Choice Energy					\$ 500,000			
Fire Station Land Acquisition						\$ 1,100,000	1,000,000	Set-Aside
PD Equipment				\$ 60,000	\$ 24,000		115,147	
PD Technology	\$	50,000						
PD Staff Over-Hire	\$	50,000						
PD COPS Grant Match			\$ 249,758	\$ 268,418	\$ 276,966		Baseline	
Facilities Maintenance Worker Vehicle				\$ 33,000				
Environmental Special Projects						\$ 50,000		
Energy Efficiency	\$	100,000					25,000	Plus Other Funds
Facilities	\$	200,000						
Total	\$ 2,593,940	\$ 1,269,874	\$ 623,498	\$ 1,357,978	\$ 5,014,324	\$ 2,025,000	\$ 1,640,147	

General Fund Five-year Forecast With Proposed Budget Recommendations

General Fund	Unaudited Actuals	Adopted	Projected	Baseline	Forecast			
	FY2017/18	FY2018/19	FY2018/19	FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24
Beginning Balances	\$ 15,837,855	\$ 10,972,148	\$ 12,854,039	\$ 12,830,267	\$ 11,432,577	\$ 10,332,673	\$ 8,068,978	\$ 5,064,407
Revenues	\$ 51,343,199 10.75%	\$ 50,384,235 1.47%	\$ 53,858,474 4.90%	\$ 53,800,561 -0.11%	\$ 55,002,014 2.23%	\$ 56,228,894 2.23%	\$ 57,759,673 2.72%	\$ 59,307,112 2.68%
Expenditures (Includes Measure J)	\$ 48,793,835 14.9%	\$ 50,087,039 -2.9%	\$ 52,671,858 1.83%	\$ 53,558,103 -1.30%	\$ 56,101,918 4.75%	\$ 58,492,589 4.26%	\$ 60,764,244 3.88%	\$ 63,013,831 3.70%
Annual Surplus/Deficit	2,549,364	297,197	1,186,616	242,458	(1,099,904)	(2,263,695)	(3,004,572)	(3,706,719)
General Fund One-Time	(1,445,649)	(490,000)	(490,000)	(640,147)				
One-time Funding (CALPERS Extra Payment)	(3,046,402)							
Measure J Unspent Fund Balance	(488,200)		(1,100,000)	(1,000,000)				
Fire Station								
General Fund Loan Repayments								
Unreserved Fund Balance	\$ 13,406,967	\$ 10,779,344	\$ 12,450,656	\$ 11,432,577	\$ 10,332,673	\$ 8,068,978	\$ 5,064,407	\$ 1,357,688
FY18 Encumbered/Uncumbered Carry-Over to FY19	\$ (552,928)		\$ 552,928					
Measure J Unappropriated Revenue			\$ (173,317)					
Ending Unreserved Fund Balance	\$ 12,854,039	\$ 10,779,344	\$ 12,830,267	\$ 11,432,577	\$ 10,332,673	\$ 8,068,978	\$ 5,064,407	\$ 1,357,688
Percentage (E.U.F.B./Revenues)	27.8%	23.9%	26.6%	23.7%	21.0%	16.0%	9.8%	2.6%
Reserve Policy \$	\$ 9,243,957	\$ 9,028,794	\$ 9,646,417	\$ 9,658,492	\$ 9,863,103	\$ 10,072,499	\$ 10,342,775	\$ 10,616,442
Reserve Policy %	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%
"Excess" Fund Balance (over Reserve Target)	\$ 3,610,082	\$ 1,750,551	\$ 3,183,849	\$ 1,774,085	\$ 469,571	\$ (2,003,520)	\$ (5,278,368)	\$ (9,258,754)



Other Fund Recommendations

Recurring Funding Recommendations

Equipment Services Fund

■ GPS Annual Service for Vehicles	\$ 13,800
■ Diagnostic Software Subscription for Vehicles	<u>2,500</u>
	\$ 16,300

Water Enterprise

■ Lease Payment for New Vac-Con	\$130,000
■ Purchase Various Brass Fittings for water pipes	60,000
■ California Water Efficiency Partnership Membership	3,034
■ <i>Upgrade Engineering Tech III to Engineering Assistant</i>	<u>443</u>
	\$ 193,477

Sewer Enterprise

■ UV System Lamps, Sleeves and Wiper Replacements (WPCF)	\$ 150,000
■ Replace #615 Case Backhoe with a New Lease	17,000
■ <i>Upgrade Engineering Tech III to Engineering Assistant</i>	<u>387</u>
	\$167,387

Recurring Funding Recommendations (Continued)

Gas Tax

■ Increased Maintenance Costs for Traffic Signals	\$ 23,000
■ <i>Upgrade Engineering Tech III to Engineering Assistant</i>	- <u>553</u>
	\$23,553

Measure F

■ Temporary Part-time Community Services Officer (Evidence)	\$23,168
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Capital Project Management

■ <i>Upgrade Engineering Tech II to Engineering Assistant</i>	\$ 5,150
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Spring Lake L&L

■ Two New Utilities Maintenance Workers (Storm Drain work)	\$ 210,952
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OTHER FUNDS

One-Time Funding Recommendations

Equipment Services Fund

- Fleet Maintenance - Mobile Lift Station / Floor Lift \$ 101,750

Facility Replacement Fund

- Energy Efficiency Facilities Masterplan \$50,000 + GF

Insurance Fund

- Automated External Defibrillator (CSC/Pool/Sports Park) \$15,000
 - City-owned Elm Tree Pruning 35,000
- \$50,000**

Water Enterprise

- Fleet Replacement Reserve (Shortfall) \$45,954

Sports Park O&M

- Fleet Replacement Reserve (Shortfall) \$25,539

Capital Project Management

- Fleet Replacement Reserve (Shortfall) \$24,496

Spring Lake L&L

- Vehicle for Two Utilities Maintenance Workers (Proposed positions) \$50,000



Measure J

Measure J

- Continues BASELINE funding support for Measure J programs consistent with voter-approved advisory measures
 - Youth Recreation Programming
 - Literacy Programs / Expanded Library Hours
 - Youth-At-Risk, School Resource Officer and Crime Prevention
 - Utility Rate-Payer Assistance Program
- Re-aligns existing baseline funding within the following program areas:
 - Utility Rate-Payer Assistance
 - Library
 - Youth-At-Risk programming
- Propose Reservation of an additional \$600,000 fund balance for the Phase 2 Sports Park Build-Out - for a total of \$1.60 million.
 - Represents City Contributions toward Project Capital Costs (TBD)
 - Supports Community Fund-Raising Efforts

Measure J (Continued)

■ Allocates funding for NEW programs:	
□ Youth Internship/Leadership Program Support	\$ 15,000
□ Restorative Justice Program (YDRS)	<u>25,000</u>
	\$ 40,000
■ Increases funding to EXISTING programs:	
□ Additional Temp Hours – Square One	\$ 8,500
□ Utility Rate-Payer Assistance	25,373
□ YGRIP	
■ Big Brothers/Big Sisters	20,000
■ Police Activities League (PAL)	15,000
■ Youth-Mentoring	36,000
□ Boxing Program (supplies)	<u>7,500</u>
	\$ 112,373

Measure J Spending Plan

MEASURE J SPENDING PLAN										
	FY2014/15	FY2015/16	FY2016/17	FY2017/18	Projected FY2018/19	Baseline FY2019/20	FY2020/21	FY2021/22	FY2022/23*	Total
Revenues										
MSJ Annual Revenue Projection	\$ 1,724,611	\$ 2,467,809	\$ 2,483,241	\$ 2,528,885	\$ 2,763,476	\$ 2,691,800	\$ 2,780,800	\$ 2,870,300	\$ 739,875	\$ 21,050,797
Expenditures										
Utility Assistance	\$ 25,380	\$ 192,866	\$ 132,204	\$ 202,816	\$ 246,438	\$ 250,000	\$ 250,000	\$ 250,000	\$ -	\$ 1,549,704
General Recreation	140,947	469,829	329,274	409,562	603,672	482,408	506,528	531,855	0	\$ 3,474,075
Middle School Programs	118,534	270,447	316,551	175,456	259,523	225,800	237,090	248,945	0	\$ 1,852,345
Aquatics	5,703	116,340	161,344	180,225	275,665	270,803	277,573	284,512	0	\$ 1,572,167
Recreation Van	50,323	57,469	49,242	74,104	102,451	100,910	105,956	111,253	0	\$ 651,708
Summer Camp	48,196	96,298	123,114	100,982	211,732	164,377	172,596	181,226	0	\$ 1,098,520
Youth Advisory Committee & Academy	0	308	1,058	3,633	5,000	5,000	5,000	5,000	0	\$ 25,000
At-Risk Youth	1,716	165,808	312,161	205,137	193,928	302,032	317,134	332,990	0	\$ 1,830,906
Crime Prevention	48,115	103,952	110,552	125,268	133,464	134,443	141,165	148,223	0	\$ 945,183
GREAT Program (4th/7th Grades)	0	0	23,660	33,426	90,500	95,312	100,078	105,081	0	\$ 448,057
Library	252,671	439,387	453,203	530,075	545,719	568,111	596,517	626,342	0	\$ 4,012,025
Southeast Pool Area Project	0	0	0	0	250,000	0	0	0	0	\$ 250,000
Programming Subtotal	\$ 691,587	\$ 1,912,704	\$ 2,012,364	\$ 2,040,685	\$ 2,918,092	\$ 2,599,196	\$ 2,709,636	\$ 2,825,428	\$ -	\$ 17,709,692
Unallocated	0	0	0	0	55,006	0	0	0		55,006
Total Expenditures	\$ 691,587	\$ 1,912,704	\$ 2,012,364	\$ 2,040,685	\$ 2,973,098	\$ 2,599,196	\$ 2,709,636	\$ 2,825,428	\$ -	\$ 17,764,698
Net Revenue/Expenditures	\$ 1,033,024	\$ 555,105	\$ 470,877	\$ 488,200	\$ (209,622)	\$ 92,604	\$ 71,164	\$ 44,872	\$ 739,875	\$ 3,286,100
Southeast Pool Reserve	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000
Phase 2 Sports Park Build-Out Reserve	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 600,000	\$ -	\$ -	\$ -	\$ 1,600,000
Fund Balance	\$ 1,033,024	\$ 1,588,129	\$ 2,059,006	\$ 2,547,206	\$ 587,585	\$ 80,189	\$ 151,353	\$ 196,225	\$ 936,100	\$ 936,100

*Final Measure J Revenue/Program Year: Only one-quarter of revenue is received in FY2022/23



Measure F

Measure F Highlights

■ Funding Allocations:

□ Parks

■ CSC/Sports Park Debt Service	\$1,191,439 *
■ Clark Field Maintenance	15,000
■ Other Parks Support	<u>\$ 43,561</u>
	\$1,250,000

** Funding not needed for Debt Service are available for Other Parks Projects (Deferred Maintenance and Replacement Needs)*

□ Streets / Roads	\$2,500,000
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□ Public Safety

■ Fire Staffing	\$ 539,442
■ Police Staffing	<u>\$ 590,102</u>
	\$1,129,544

Full-Time: 3.0 Police Officers, Fire Chief, Fire Marshal

Temporary Part-Time: Community Service Officers (2.0), Records Specialist



Measure F (Continued)

☐ Economic Development	<u>\$ 255,645</u>
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Total Measure F	\$5,135,189
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☐ Reserves additional \$500,000 in Fund Balance for a future Southeast Area Pool	
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Measure F Spending Plan

	FY2018/19	FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24	Total Over 12 Years
Revenues							
MSF Annual Revenue Projection	4,217,291	5,508,100	5,686,500	5,866,400	6,045,800	6,224,900	73,890,471
Expenditures							
Parks							
Park Debt Service	-	1,191,439	1,187,232	1,182,939	1,178,561	1,174,096	8,248,702
Clark Field Maintenance	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	5,633,798
<i>Parks Subtotal</i>	15,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	14,077,500
Roads							
Measure F - Planning Management	50,000	50,000	50,000	50,000	50,000	50,000	612,500
Annual In-House Road Program Support	750,000	750,000	750,000	750,000	1,000,000	1,000,000	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	12,521,875
<i>Roads Subtotal</i>	2,500,000	2,500,000	2,500,000	2,500,000	2,750,000	2,750,000	32,884,375
Public Safety							
Fire Staffing	502,732	539,442	589,397	643,707	700,732	760,609	10,164,007
Police Staffing	552,935	590,102	642,793	699,772	759,601	822,421	10,936,930
<i>Public Safety Subtotal</i>	1,055,667	1,129,544	1,232,190	1,343,479	1,460,333	1,583,030	21,100,937
Economic Development							
Economic Development Staffing	230,593	255,645	269,706	281,842	294,244	305,719	3,928,740
Total Expenditures	3,801,260	5,135,189	5,251,896	5,375,322	5,754,577	5,888,749	71,991,553
Net Revenues/Expenditures	416,032	372,911	434,604	491,078	291,223	336,151	1,898,919
Reserve Set Aside	125,000	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	



FY2019/20 Proposed Budget:

Capital Improvement Program

Capital Improvement Program Summary by Category

Project Category	FY 2018/19	FY 2019/20	FY2020/21	FY2021/22	FY2022/23
Fire	\$ 1,110,000	\$ 0	\$ 0	\$ 0	\$ 0
General City	704,972	0	0	0	0
Library	85,000	85,000	85,000	85,000	85,000
Park Facilities	0	4,126,5050	2,298,4791,535	15,000	15,000
Sewer	0	2,035,00000	5,562,03,890,000	5,060,000	2,960,000
SLIF Infrastructure	2,493,000	6,533,000	0	0	0
Storm Drain	000	1,510,10,000	1,80	10,0035,000	2,700
Transportation	10,962,611	6,038,722	8,019,000	4,242,000	7,855,000
Water	0	5,145,0017	2,812,07	2,708,017	2,708,017
Grand Total	\$ 28,172,083	\$ 25,139,189	\$ 15,503,552	\$ 14,845,017	\$ 13,633,017

Capital Improvement Program

Summary by Fund

Fund Title	FY2018/19	FY2019/20	FY2020/21	FY2021/22	FY2022/23
Facilities Replacement	\$ 0	\$ 0	\$ 300,000	\$ 0	\$ 0
General Fund	1,350,000	0	0	0	0
Water Enterprise	7,937,000	2,894,625	2,708,017	2,733,017	2,708,017
Sewer Enterprise	3,135,000	7,062,000	3,890,000	5,060,000	2,960,000
CDBG	190,624	0	0	0	0
Transportation	3,388,959	1,756,000	3,933,000	0	0
Road Maint. and Rehab	0	1,277,700	1,500,000	1,787,000	1,200,000
Capital Projects	245,000	100,000	0	0	0
CA State Park Grants	616,500	0	0	0	0
Measure E	3,830,000	1,286,414	0	0	4,150,000
Measure F	2,515,000	2,515,000	2,515,000	2,365,000	1,215,000
General City Development	25,000	0	0	0	0
Fire Development	10,000	0	0	0	0
Library Development	85,000	85,000	85,000	85,000	85,000
Storm Drain Development	10,000	310,000	10,000	2,735,000	10,000
Road Development	413,000	231,000	86,000	80,000	1,305,000
Gibson Ranch Infrastructure	100,000	0	0	0	0
Spring Lake Administration	100,000	0	0	0	0
SLIF Parks & Recreation	1,790,000	1,123,450	476,535	0	0
SLIF Storm Drain	1,035,000	25,000	0	0	0
SLIF Roads	1,536,000	6,473,000	0	0	0
Grand Total	\$ 28,312,083	\$ 25,139,189	\$ 15,503,552	\$ 14,845,017	\$ 13,633,017



CIP Highlights

Parks:

- Sports Park Turf Replacement – Phase 1 (Meas. E) \$ 1.2 million

Transportation/Road Rehabilitation:

- East Main Street Improvement Project \$ 1.7 million
- West Main Street Road Rehabilitation \$ 1.7 million
- Gibson Road Rehabilitation – West St. to CR98 \$ 677,700
- Gibson Road Bicycle/Pedestrian Project - East to West \$ 500,000

Utilities:

- Water System Leak Detection, Maintenance & Repairs \$ 2.8 million
- Annual Sewer Repair and Replacement \$ 1.6 million
- Large Diameter Sewer Lines \$ 1.3 million
- Lower Cache Creek Feasibility Study (Flood Protection) \$ 1.5 million



CIP Highlights

(Continued)

Spring Lake Infrastructure Fees (SLIF):

■ Pioneer Ave.- High School Entrance to Farmer's Central	\$ 2.3 million
■ Parkland Dr. between Pioneer & Harry Lorenzo	\$ 2.2 million
■ CR25A Meikle to Promenade	\$ 1.8 million



FY2019/20 Proposed Budget:

Support for Council Priorities

Public Safety

- Continues \$1.13 million in Measure F funding for Fire and Police Staffing
 - 3.0 Police Officers
 - Non-Sworn Staff Support (Records/Front Counter and Evidence)
 - Fire Chief
 - Fire Marshal
- Provides One-Time Funds in support of Police Equipment and ongoing costs of equipment maintenance and Training
- Provides Firefighter SAFER Grant matching funds for 3.0 Additional Firefighters and plans to absorb full cost within the Five-Year Forecast.
- Set-Aside Additional \$1.0 Million (General Fund) for future relocation of Fire Station #3



Homeless Initiatives

- Allocates additional \$100,000 for:
 - Transitional Housing assistance
 - Public Safety / Public Health response
 - Other supplies and services as needed

- Anticipates future funding needs in support of:
 - Tiny Homes Project, No Place Like Home
 - Leverage Outside Funding

- Incorporates CESH Grant funding (\$140,000)
 - Housing Assistance
 - Shelter Prevention / Eviction Service

- Continues funding support for County Homeless Coordinator through cost-sharing with other partner agencies



Economic Development

- Allocates \$75,000 in One-time Funding for 2019/20 work plan
 - Food Front Campaign
 - Opportunity Zones / EIFD Feasibility
- Supports staff position for ED initiatives through Measure F
- Continued Implementation new General Plan Policies / Projects
 - Zoning Update
 - Permit Streamlining
 - Business Research / Tech Park Project
- Continue to Support Expanded Business Retention / Attraction
- Continues partnership with Greater Sacramento Area Economic Council



Infrastructure

- Supports FY2019/20 Street Rehabilitation Project Work Plan:
 - West Main Street Road Rehabilitation
 - East Main Street Improvement Project
 - Gibson Road Rehabilitation – West St. to CR98
 - Gibson Road Bicycle/Pedestrian Project - East to West
- Provides Supplemental One-Time Funding for ongoing
 - Traffic Calming
 - Pilot Pothole Patching Program (TBD)
- Funds Library Master Plan Short-Term Capital Project (Main Floor)



Special Projects

- Reserves Additional Discretionary Funding Toward
 - Fire Station Relocation Project
 - 2nd Community Pool (Southeast Area)
 - Sports Park – Phase 2

- Flood Protection
 - Allocates \$1.5 million for completion of Lower Cache Creek Feasibility Study

- Sustainability
 - \$75,000 in one-time funding to initiate a City Facilities Energy Efficiency Masterplan (\$25,000 from General Fund/\$50,000 from Facilities Fund)

FY2019/20 Budget Re-Cap

- Proposed Budget Provides for a BALANCED Budget
 - Maintains modest General Fund surplus for FY2019/20
 - Allocates available excess fund balance for limited ONE-TIME needs
 - Maintains General Fund Reserve = 23.7%, or \$1.77 million above Council-approved reserve policy level (20%).
- Limited funding recommendations across OTHER FUNDS
 - Utility Funds
 - Internal Service Funds
 - Spring Lake Landscaping and Lighting Assessment District
- Provides for FY2019/20 funding consistent with
 - Measure J Spending Plan
 - Measure F Spending Plan
- Aligns funding recommendations with Council Priorities



FY2019/20 Budget Re-Cap

- Budget Forecast continues to assume modest sustained growth; however:
 - Highly-sensitive to revenue assumptions / economic cycles

- Significant Increase in CalPERS Pension Costs
 - Estimated \$3.5 million General Fund Impact over 5-year horizon
 - Contributes to growing structural deficits through forecast

- Numerous Unfunded Needs Remain To Be Addressed



Budget Calendar

- Mid-Year Budget Update Feb 26th
 - Spring Budget Workshop March 26th
 - Capital Budget & Measure F Spending Plan April 16th
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- Introduction of PROPOSED FY19/20 BUDGET May 21st
 - FY 2019/20 PROPOSED BUDGET PRESENTATION June 4th
 - BUDGET ADOPTION – Council Action June 18th