



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

October 15, 2019
6:00 PM

JOINT MEETING CITY COUNCIL/WOODLAND FINANCE AUTHORITY

6:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

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

E. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

1. SUBJECT: Long Range Calendar

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

F. MINUTES

2. SUBJECT: Parks & Recreation Commission Meeting Minutes for June 24, 2019

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the June 24, 2019 Parks & Recreation Commission Meeting Minutes.

G. PRESENTATIONS

3. SUBJECT: Proclamation declaring October 20-26, 2019 as National Friends of Libraries Week

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation declaring October 20-16, 2019 as National Friends of Libraries Week, in the City of Woodland.

4. SUBJECT: Freshman Leadership Academy

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation on the Freshman Leadership Academy from Monica Pena-Villegas, Regional Assistant Director of the UC Davis Early Academic Outreach Program.

H. CONSENT CALENDAR

5. SUBJECT: Proclamation declaring October as Breast Cancer Awareness Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council proclaim October as Breast Cancer Awareness Month.

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

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

7. SUBJECT: October 1, 2019 Salary Schedule

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

8. SUBJECT: Authorize Awarding a Contract for Purchasing Coagulants at the Water Pollution Control Facility

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a contract for the purchase of coagulants from the successful low bidder, San Joaquin Chemicals Inc., in an amount not-to-exceed \$850,000 (\$170,000 annually) for the five year agreement beginning October 15th 2019 and continuing through June 30th 2024.

9. SUBJECT: Authorize the Sole-Source Purchase of Ultraviolet (UV) Lamps and other Associated Parts for Effluent Disinfection Purposes at the Water Pollution Control Facility.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the sole-source purchase of UV lamps, wiper system components, sleeves and other system parts from DC Frost Associates, Inc. with an amount not-to-exceed \$364,000.

10. SUBJECT: Approve Consultant Agreement for the Gibson Road Bicycle/Pedestrian Mobility Project; CIP 20-01

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to approve a consultant services agreement with Laugenour & Meikle, in an amount not to exceed \$560,000 for the Gibson Road Bicycle/Pedestrian Mobility Project – East to West Street, CIP 20-01 and authorize the City Manager to execute the agreement and amendments as necessary up to 15% of the agreement amount.

11. SUBJECT: Approve Contract Amendment with Interwest Consulting Group for Plan Review and Inspection Services

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, amending the contract services agreement with Interwest Consulting Group for Building Division Plan Review and Inspection Services in the additional amount of \$150,000 for a total agreement amount of \$530,000 and authorize the City Manager to execute the amendment

I. REPORTS OF THE CITY MANAGER

12. SUBJECT: Introduction and First Reading of an Ordinance adopting Changes to the California Fire Code

RECOMMENDATION FOR ACTION: Staff recommends that the City Council introduce an Ordinance adopting by reference the 2019 California Fire Code (California Code of Regulations, Title 24, Part 9) and amending sections of the City of Woodland Municipal Code related to fire protection and nuisance abatement.

13. SUBJECT: Introduction and First Reading of an Ordinance adopting the Uniform Building Codes by Reference and Making Certain Amendments

RECOMMENDATION FOR ACTION: Staff recommends that the City Council waive the first reading and read by title only an ordinance adopting by reference the 2019 Edition of the California Building Standards (California Code of Regulations, Title 24), consisting of the 2019 California Building Code; the 2019 California Electrical Code; the 2019 California Mechanical; the 2019 California Plumbing Code; the 2019 California Green Building Code; the 2019 California Residential Code; the 2019 California Building Energy Efficiency Standards, along with the 1997 Edition of the Uniform Code for the Abatement of Dangerous Buildings; the 1997 Edition of the Uniform Housing Code, and the 1997 Edition of the Uniform Security Code, together with certain additions, insertions, deletions and changes thereto.

14. SUBJECT: Lower Cache Creek Flood Feasibility Study, CIP 09-15; Update on progress of feasibility study

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an informational report on the status of the Army Corps of Engineers' Lower Cache Creek Feasibility Study and ongoing efforts to advance projects to provide 200-year flood protection to the City of Woodland.

15. SUBJECT: Lower Cache Creek Flood Feasibility Study, CIP 09-15; Approve Contract Amendment #9 with Wood Rodgers for Consulting Services.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute Amendment #9 to the consultant services agreement with Wood Rodgers for the Lower Cache Creek Feasibility Study for an additional amount up to \$50,000 for the Lower Cache Creek Feasibility Study, CIP #09-15.

J. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority of the City of Woodland scheduled for Tuesday, October 15, 2019 was posted on Friday, October 11, 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: October 15, 2019
ITEM #: E.1.
SUBJECT:


Paul Navazio
City Manager

Attachments:

1. Council Long Range Calendar

UPDATED COUNCIL LONG RANGE CALENDAR

NOVEMBER 5TH

REGULAR MEETING

City Council Meeting Minutes of October 1, 2019 and October 15, 2019
Proclamation – Law Enforcement Records and Support Personnel
City Contracts – Workforce Development and Hiring Incentives/Apprenticeship
Presentation – 2020 Census

Public Hearing

2nd Reading Fire Code
2nd Reading Building Code
2nd Reading Ordinance banning the sale of flavored tobacco products

NOVEMBER 19TH

REGULAR MEETING

Small Business Saturday Proclamation
Commercial Cannabis Update
Woodland Research & Technology Park – Specific Plan
Emergency Shelter Relocation Update

DECEMBER 3RD

REGULAR MEETING

Rotation: Mayor / Mayor Pro Tempore
City Council Meeting Minutes of November 5, 2019 and November 19, 2019
PD Evidence Replacement System

DECEMBER 17TH

REGULAR MEETING

Zoning Workshop

JANUARY 7TH

REGULAR MEETING

City Council Meeting Minutes of December 3, 2019 and December 17, 2019
City Council Meeting Calendar for 2020
YMCA Lease Renewal

Future Topics / Study Sessions:

December Council Zoning Workshop – 12/17	January Traffic Calming Measure J – Nov 2020 election
February	TBD 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: October 15, 2019
ITEM #: F.2.
SUBJECT: Parks & Recreation Commission Meeting Minutes for June 24, 2019

Recommendation for Action: Staff recommends that the City Council receive the June 24, 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 September 23, 2019. At this meeting the Parks & Recreation Commission approved the minutes from June 24, 2019.

Conclusion:

Staff recommends that the City Council receive the June 24, 2019 Parks & Recreation Commission Meeting Minutes.



Paul Navazio
City Manager

Attachments:

1. PR Commission Minutes 062419

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission –

Monday, June 24, 2019

6:30 PM

A. CALL TO ORDER

Meeting called to order at 06:31 PM

B. ROLL CALL

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

Absent:

Excused:

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

None

E. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Commissioner Foraker.

F. PRESENTATION

G. NEW BUSINESS

H. COMMITTEE REPORTS

Verbal updates provided by Commissioners.

1. Standing Committee Report

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

I. CONSENT CALENDAR

2. Approve Minutes for May 20, 2019

On a motion by Commissioner Andrew Foraker, seconded by Commissioner Rashid Ali and carried unanimously, approve Minutes for May 20, 2019 as written.

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

Noes: None

Absent:

3. Commission Absent Request

On a motion by Commissioner Rashid Ali, seconded by Commissioner Andrew Foraker and carried unanimously, to approve Commissioner White-Snyder's Absent Request for the July meeting.

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

Noes: None

Absent:

J. OTHER BUSINESS

4. Election of Officers

On a motion by Commissioner Rashid Ali, seconded by Commissioner Andrew Foraker and carried unanimously, to Elect Commissioner Jon-Paul Valcarenghi as Vice- Chair.

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

Noes: None

Absent:

On a motion by Commissioner Jon-Paul Valcarenghi, seconded by Commissioner Rashid Ali and carried unanimously, to Elect Commissioner Carla White-Snyder as Chair.

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

Noes: None

Absent:

5. Review and Approve Workplan

Tabled

6. Statewide Park Development and Community Revitalization Program Grant Application

On a motion by Vice-Chairperson Carla White-Snyder, seconded by Chairperson Jon-Paul Valcarenghi and carried unanimously, Recommend that the City Council approve the application for Statewide Park Development and Community Revitalization Program Grant Funds.

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

Noes: None

Absent:

K. REPORT OF THE STAFF

Verbal updates provided by Staff.

7. Parks and Recreation Facilities Maintenance and Improvement Project Updates

Verbal updates provided by Staff.

8. Community Services Staff Report for June 24, 2019.

Verbal updates provided by Staff.

L. NEXT MEETING

July 22, 2019

M. ADJOURN

On a motion by Commissioner Andrew Foraker, seconded by Vice-Chairperson Carla White-Snyder and carried unanimously, to adjourn the meeting at 7:48 p.m.

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: October 15, 2019
ITEM #: G.3.
SUBJECT: Proclamation declaring October 20-26, 2019 as National Friends of Libraries Week

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation declaring October 20-26, 2019 as National Friends of Libraries Week, in the City of Woodland.

Staff Contact:

Greta Galindo, Library Services Director, 530-661-5980, greta.galindo@cityofwoodland.org

Background:

Woodland City Council is asked to proclaim October 20-26, 2019 as National Friends of Libraries Week, in the City of Woodland.

The Friends of the Woodland Public Library will be spending the week of October 20-26, 2019, celebrating its Friends of the Library group as part of the 14th annual celebration of National Friends of Libraries Week. National Friends of Libraries Week is coordinated by United for Libraries, a division of the American Library Association with approximately 4,000 personal and group members representing hundreds of thousands of library supporters. United for Libraries supports those who govern, promote, advocate, and fundraise for libraries, and brings together library trustees, advocates, friends, and foundations into a partnership that creates a powerful force for libraries in the 21st century. For more information, visit www.ala.org/united.

Discussion:

The Friends of the Woodland Public Library were established in 1981. Currently over 100 community members contribute annually to the Friends, and nearly 20 of these contributors actively volunteer their time to assist the group with fundraising efforts that include bi-monthly book sales. Over the years the Friends have contributed thousands of dollars to fund programming, provide new furniture, contribute funding for new and emerging technology, and help support staff training. In addition, the Friends have rallied countless times to advocate for adequate library funding. Please visit <http://www.woodlandfol.org> to find out how to become a member of the Friends.

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

Paul Navazio
City Manager

Attachments:

1. Proclamation 2019 Friends of the Library

**PROCLAMATION
NATIONAL FRIENDS OF LIBRARIES WEEK
OCTOBER 20-16, 2019**

WHEREAS, the Friends of the Woodland Public Library (Friends) raises money that enables our library to move from good to great — providing much needed resources for additional programming (children, teens and adults), equipment, support for summer of learning and numerous other special events throughout the year; and,

WHEREAS, the Friends understands the critical importance of well-funded libraries and is an advocate to ensure that our library gets the current and future resources that it needs to provide a wide variety of services to all ages including access to print and electronic materials, along with expert assistance in research and readers’ advisory and children’s services; and

WHEREAS, the work of the Friends highlights on an on-going basis the fact that our library is the cornerstone of the community by providing free opportunities for all to engage in the joy of life-long learning and to connect with the thoughts and ideas of others from ages past to the present; and

WHEREAS, the Friends’ extensive gift of time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the enrichment of our community.

NOW, THEREFORE, BE IT RESOLVED that the City of Woodland proclaims October 20-26, 2019 as National Friends of Library Week in Woodland, California and urges the citizens of Woodland to join with the Friends of the Woodland Public Library in supporting our City Library and to thank the Friends for all they do to make our library and community better.

Dated: October 15, 2019

Xóchitl Rodriguez, Mayor

Rich Lansburgh, Mayor Pro Tem

Angel Barajas, Council Member

Enrique Fernandez, Council Member

Tom Stallard, Council Member



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: G.4.
SUBJECT: Freshman Leadership Academy

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation on the Freshman Leadership Academy from Monica Pena-Villegas, Regional Assistant Director of the UC Davis Early Academic Outreach Program.



Paul Navazio
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: H.5.
SUBJECT: Proclamation declaring October as Breast Cancer Awareness Month

Recommendation for Action: Staff recommends that the City Council proclaim October as Breast Cancer Awareness Month.



Paul Navazio
City Manager

Attachments:

1. Breast Cancer Awareness Month Proclamation

**PROCLAMATION
BREAST CANCER AWARENESS MONTH
October, 2019**

WHEREAS, while considerable progress has been made in the fight against breast cancer, it remains the second most common form of cancer and the second leading cause of cancer death overall among American women; and

WHEREAS, each year it is estimated that more than 268,000 women and approximately 2,600 men are diagnosed with breast cancer with a staggering 41,000 lives lost each year; and

WHEREAS, October is Breast Cancer Awareness Month, an annual campaign to increase awareness about the disease; and

WHEREAS, during this month, we reaffirm our commitment to support breast cancer research and to educate all citizens about its risk factors, detection and treatment; and

WHEREAS, as we display pink ribbons and wear pink clothing to raise awareness, we also support those courageously fighting breast cancer and honor the lives lost to the disease; and

WHEREAS, this October, we recognize breast cancer survivors, those battling the disease, their families and friends who are a tireless source of love and encouragement, and applaud the efforts of our medical professionals and researchers working to find a cure for this deadly disease; and

WHEREAS, Breast Cancer Awareness Month is an opportunity to unite all citizens in our community to prevent breast cancer deaths through increased education and regular screening.

NOW, THEREFORE, BE IT RESOLVED, that the Woodland City Council does hereby proclaim October as Breast Cancer Awareness Month.

Dated: October 15, 2019

Xóchitl Rodriguez, Mayor

Rich Lansburgh , Mayor Pro Tempore

Angel Barajas, Council Member

Enrique Fernandez, Council Member

Tom Stallard, Council Member



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: H.6.
SUBJECT: Community Services Department Quarterly Status Report for the period of July through September 2019

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

Staff Contact:

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

Background:

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

Conclusion:

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

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director


Paul Navazio
City Manager

Attachments:

1. Q1_20

Community Services Department Quarterly Report: July-September 2019

The following provides a summary of the Community Service Department's programs, activities, and events for July-September 2019. This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document.

Quarterly Highlights

- The Summertime Fun Club program had 265 participants utilizing three park sites. There were also 20 volunteers who accumulated over 2,028 hours in community service time assisting with this program.
- Thirty-two Teens Helping Seniors participants completed 137 jobs, serving 98 seniors and amassing over 1,115 hours in community service time.
- The Summer Teen Pack had 355 participants during the 9 weeks of the summer program. The Drop-In Teen Pack program was offered for one week and had 35 sign-ins.
- The 5-day Outdoor Adventure program had 33 participants that went to Yosemite National Park.
- The Fall Movies Series started with a Dive-In Movie Night held at the pool with 300 in attendance. A Park Movie Night held at Woodside Park had 150 in attendance.
- Approximately 124,587 participant hours were recorded for aquatics; youth, teen and adult recreation classes, and adult sports.
- Approximately 4,295 people attended events at the Community & Senior Center during facility rentals.
- Over 112 soccer and baseball teams participated in tournaments at the Woodland Sports Park.
- Senior Center programs and events totaled 7,522 in participant hours.
- Park projects included repair of rubber surfacing at Roddy Park and installation of LED lighting at Crawford Park.



Summer Teen Pack participants in downtown Woodland (scavenger hunt activity)

Program Marketing

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

- The Fall Mini Recreation Guide was released and directly mailed to over 3,500 households in Woodland with children up to 16 years old. Mini Guides were also available at outreach events and at city facilities. The publication advertised upcoming activities and events from September through February.
- Direct Marketing: Staff directly marketed events and activities onsite to students and parents of Lee and Douglass Middle Schools. Flyers, posters, and banners were distributed directly to new middle school students during orientation and Back to School Nights.
- School Flyers: One school flyer (September 2019) was distributed to WJUSD students to promote fall activities and programs. All school flyers are distributed in English and Spanish.
- Banners & Posters: Banners and posters were hung throughout town advertising activities and events.
- Social Media: The Department utilizes Facebook to advertise upcoming events and recreation programs.
- Special Events: Staff attended the monthly Food Truck Mania in August and September to promote upcoming programs. The Rec2Go van also attended events including the Farmer's Market, Bayside Movie nights, National Night Out, Bark in the Park, Whitehead Back to School Night, and the Yolo County Baby Shower. Rec2Go also offered activities at various parks and other locations throughout Woodland during the months of July and August.
- Senior Newsletter: The "Senior Gram" newsletter was mailed to over 450 households every month. It was also available on the CSD webpage for download.



Fall Movie Series Poster

Facilities

Community & Senior Center Facility Reservations

The Community & Senior Center facility rental program is designed to both generate revenue for the City of Woodland and provide a location for community events. Types of rentals held at the Community Center include: meetings, parties (bridal and baby showers), weddings and receptions, quinceañeras, and several business meetings. July-September reservations of the facility are shown below.

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	40	4
Approximate Participants	4,295	185
Total Fees	\$25,119	\$8,938 (waived)

Tournaments

Tournament rentals are available for the Sports Park Complex. Local tournament directors have the first choice of dates for the following year during the tournament weekend allocation period each August. All of the available weekend dates during July and August were reserved for tournaments (during September fields are used for soccer games). During the first quarter, the Sports Park was reserved for youth baseball and softball tournaments.

Tournament Rentals of Sports Park	
Number of Rentals	5
Number of Teams	112
Total Fees Collected	\$19,950

Parks

Parks and urban forestry projects during this reporting period include:

CalFire Urban Forestry Grant

The City of Woodland has entered the third and final year of the Cal Fire California Climate Investment Grant. The key objective of the grant is to (1) create an Urban Forest Master Plan (UFMP) and (2) plant 1,200 trees throughout Woodland. The grant funds awarded were \$356,745.41 with a match of \$147,052.80 for a total \$503,798.21 to accomplish this project. The project period ends March 31, 2020.

In the spring of 2019, Woodland City Council adopted the final UFMP following the review and approval of the Parks & Recreation Commission. Staff plans to use this 20-year document to guide urban forestry programming moving forward, starting with the development of an annual work plan.

Through July 2019, the City, in partnership with the Woodland Tree Foundation, has planted 1,058 trees. The grant intention is to plant 600 trees on both public and private land. There have been a total of 612 trees planted on public land and 446 on private land so far. Staff anticipates that we will surpass our tree-planting goal by project completion. Future activities include 2-3 more tree

planting events, continued outreach to homeowners, and monitoring of trees planted to verify tree health.

Urban Forestry

The City of Woodland was nominated and awarded Best Urban Forestry Program at the California Urban Forests Council 2019 Annual Conference. The Best Program Award is presented to the municipality, community, or business that has shown the most improvement or has demonstrated exceptional leadership, innovation, growth, and community involvement in creating a consistent and well-managed urban forest. From 2009 to 2017, Woodland's urban canopy cover more than doubled. In addition, Council adopted the 20-year Urban Forest Master Plan in spring of 2019, acknowledging the many benefits and prioritizing the growth and resiliency of Woodland's urban forest.

Roddy Park

The rubber surfacing surrounding the playground was re-sealed to extend the life and usability of the playground.

Camarena Park

Repairs were made to the fence surrounding Camarena Park in three locations where vandals had been cutting and dismantling it. Staff replaced and welded four new master locks that had been cut open. Staff have also repaired the field lighting control box that was hit by a car and needed repair. Staff have installed bollards around the box to prevent it from being struck again in the future.

Crawford Park

Staff replaced all the walkway lighting with LED lighting that has considerably brightened up the park and reduced the electrical costs. This project was part of the funding that the council approved on February 19, 2019, which was one of the last projects to be completed from a larger list of projects that totaled \$230,000 (surplus Measure E debt service funds).

Park Improvement Projects

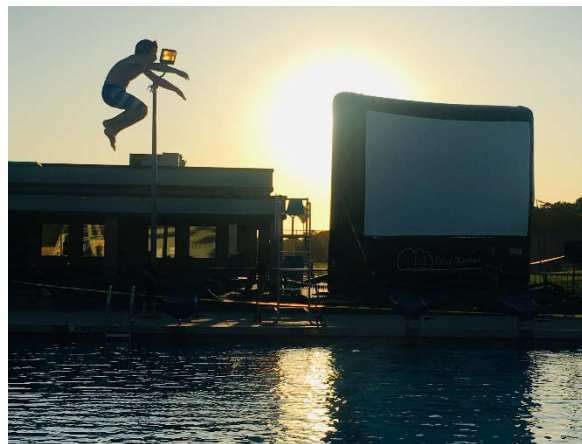
The replacement of the playgrounds at Tredway, Beamer, and Pioneer Parks was approved by Council on September 3, 2019. Staff has scheduled community meetings for all three of the play structure replacement projects for November 2, one at each park. Notice of the meetings will be announced in a press release, on social media, and in a direct mailer to residents living near the parks. At the meetings, residents will be presented with several play structure design options so they can "vote" for their favorite one. Results of the voting will be used when considering which play structure will be installed. Staff is aiming to have the three play structures installed by May 30, 2020.

Events

Event	Event Date	Total Participants	Participant Hours	Fees Collected
4 th of July Celebration	July 4	Over 3,000	Over 3,000	Free Program
Dive In Movie Night*	Aug. 23	300	900	Free program
Douglass MS Dance*	Sept. 20	330	660	Free Program
Park Movie Night*	Sept. 20	150	450	Free Program
Adulting 101**	Sept. 28	165	1,320	Free Program
Total Participants		3,945	6,330	\$0

*Event made possible by Measure J

** Event offered in partnership with Woodland Public Library



*Dive In Movie Night
(photo courtesy Jim Smith)*

Aquatics

All aquatic programs are held at the Charles Brooks Community Swim Center. Aquatics programming is available for children as young as six months old through seniors and includes swimming lessons, lifeguard training, recreation swimming, recreation swim teams, lap swim and water aerobics. Summer programming at the pool ran through August 18.

Aquatics Program	Total Participants	Participant Hours	Fees Collected
Junior Lifeguards	25	800	\$1,875
Lap Swim & Water Aerobics	1,242	1,938	\$2,846
Public Swim*	14,022	42,066	Free Program
Swim Lessons	1,039	4,156	\$63,894
Woodland Wreckers Swim Team	112	n/a	\$14,335
Pool Scheduling & Reservations	4,500	n/a	\$11,400

Woodland Swim Team (rental)	102	n/a	\$8,150
Total	21,042	48,960	\$102,500

**Program made possible by Measure J*

Youth & Teen Recreation

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

Youth Recreation Program	Total Participants	Participant Hours	Fees Collected
After School Teen Pack*	1,249	3,363	Free Program
Baby & Me*	150	150	Free Program
Night Hoops*	197	296	Free Program
Outdoor Adventure Trip to Yosemite*	33	3,168	\$8,028
Rec2Go*	2,200	5,984	Free Program
Summer at City Hall*	4	336	Free Program
Summer Teen Pack weekly*	355	14,739	\$25,947
Summer Teen Pack daily*	35	298	\$175
Summer Time Fun Club	265	21,200	\$107,734
Summer Time Fun Club Volunteer	20	2,028	\$497
Teens Helping Seniors	32	1,115	\$850
Toddler Time	22	22	\$115
Total	4,562	52,699	\$143,346

**Program made possible by Measure J*



Teen Helping Seniors performing work

Contract Classes

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

Contract Class	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)	Total Expense (3 months)	Net Revenue (3 months)
All Good Driver Education	4	32	\$160	\$112	\$48
Boxing	208	1,800	\$2,903	\$8,130	\$5,227
Cello Tennis Academy	498	2,053	\$11,889	\$10,700	\$1,188
Country Line Dance	21	63	\$126	\$88	\$37
Dynamic Dancing	81	524	\$2,980	\$2,086	\$894
Fall Prevention	25	130	\$700	\$490	\$210
Functional Fitness	107	160	\$690	\$483	\$207
Karate	9	96	\$225	\$157	\$67
Kidz Love Soccer	14	61	\$1,316	\$921	\$394
LEGO Engineering	25	375	\$3,950	\$2,765	\$1,185
Mad Science	15	225	\$2,175	\$1,525	\$652
Pilates	24	214	\$792	\$554	\$237
Pioneer Football	71	5,994	\$1,420	\$994	\$426
Scottish Country Dance	26	351	\$510	\$357	\$153
Stepping Out	16	152	\$620	\$434	\$186
Yoga	42	278	\$1,000	\$700	\$300
Total	1,186	12,508	\$31,456	\$30,496	\$11,411

Adult Sports

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

Open Gym participation	Total Participants	Participant Hours	Fees Collected
Volleyball	197	591	\$985
Badminton	1,414	2,828	Free
Pickleball	1,118	2,236	Free
Total	2,729	5,655	\$985

League Sports	Teams	Total Participants	Participant Hours	Fees Collected
Basketball (fall league)	13	130	910	\$6,335
Softball (summer league)	34	510	3,570	\$11,895
Volleyball (fall league)	5	40	285	\$1,650
Total		680	4,765	\$19,880

Seniors

Programs at the Woodland Senior Center include art classes; exercise classes; games; leisure programs and activities; education resources; support groups, and special events resulting in a total of 8,196 participant hours during the first quarter.

Senior Programs

Programs	Total Sign Ins	Participant Hours	Fees Collected
Art Classes	496	877	\$253
Exercise Classes	1,958	1,525	\$556
Games	1,053	2,307	Free Programs
General Programs	1,788	1,964	\$0
Education/Resources	122	255	Free Programs
Support Groups	154	295	Free Programs
Special Programs	745	299	Free Programs
Total	6,316	7,522	\$809

Senior Events

Events	Date	Participants	Participant Hours
Teens Helping Seniors Spaghetti Feed	July 18	90	150
Volunteer Appreciation Dinner	August 8	175	350
Senior Potluck	September 26	87	174
Total		352	674

Grants and Housing

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

Community Development Block Grant (CDBG) Program

The City submitted its Fiscal Year 2019/20 CDBG Action Plan for review and approval by the U.S. Department of Housing and Urban Development. The Action Plan covers \$500,702 (\$498,513 in new CDBG funds and \$2,189 in City Housing Trust funds) to support public service and construction activities. City staff completed the environmental reviews for fourteen of the fifteen activities funded through the Action Plan and completed subrecipient agreements for all activities.

Status of CDBG Construction Activities

- City of Woodland, ADA Accessibility Program (FY 2018/19 funding) – The project was completed in September and resulted in the construction of seven ADA-compliant curb ramps.
- Yolo Community Care Continuum, Safe Harbor Rehabilitation (FY 2018/19 funding) – YCCC is now working with a local general contractor on a proposal.
- Yolo Wayfarer Center, Interior Rehabilitation (FY 2018/19 and 2017/18 funding) – Design of the project has been completed and YWC will bidding out the project to contractors.
- CommuniCare Health Centers, Onsite Playground (FY 2017/18 and 2016/17 funding) – CommuniCare entered into a contract for the supply and installation of a new play structure.
- Empower Yolo, Capital Project (FY 2016/17 funding) – Empower Yolo entered into a contract with a local contractor to install gates and railings at Empower Yolo’s facility in Woodland.

Continuum of Care Program (Permanent Supportive Housing)

The City in partnership with Fourth & Hope submitted four applications including three renewal applications through the Federal Government’s 2019 Continuum of Care Program. The applications submitted would fund housing and supportive services for homeless individuals and families.

Participant Hours Calculation

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

Participant Hours (PH) is calculated by:

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

- Classes/Camps/Leagues: Total unique participants x total class time (in hours)
Examples include Swim Lessons, Mad Science
- Individual Entry: Each class meeting (in hours) x Total in attendance (adding each day)
Examples include Teens Helping Seniors, Teen Pack
- Event: Total Attendants x Average Time
Examples include ReXpo, 4th of July

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: H.7.
SUBJECT: October 1, 2019 Salary Schedule

Recommendation for Action: Staff recommends that the City Council approve the City of Woodland Salary Schedule effective October 1, 2019.

Staff Contact

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

Fiscal Impact

The action to approve the salary schedule has no direct fiscal impact as any increases have been accounted for in the FY 19/20 Budget.

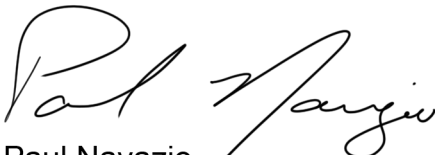
Background

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

The salary ordinance continues to reflect changes consistent with approved Memoranda of Understanding with each of the city's employee bargaining groups, individual employment agreements with at-will employees and state minimum wage requirements impacting hourly pay rates for temporary part-time employees.

Conclusion

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


Paul Navazio
City Manager

Attachments:

1. Salary Ordinance 10-01-19

CITY OF WOODLAND - SALARY SCHEDULE

Effective October 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY										
Accountant I *	116	MM	\$4,738.51	\$4,975.44	\$5,224.21	\$5,485.42	\$5,759.69	\$5,903.68		
Accountant II *	120	MM	\$5,230.44	\$5,491.96	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Accounting Technician	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Administrative Clerk I	28	GS	\$2,710.40	\$2,845.92	\$2,988.22	\$3,137.64	\$3,294.51	\$3,459.24		
Administrative Clerk II	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Administrative Clerk III	36	GS	\$3,302.37	\$3,467.49	\$3,640.87	\$3,822.92	\$4,014.07	\$4,214.77		
Administrative Secretary	42	GS	\$3,829.73	\$4,021.23	\$4,222.28	\$4,433.40	\$4,655.06	\$4,887.82		
Administrative Supervisor	47	GS	\$4,333.00	\$4,549.64	\$4,777.13	\$5,015.98	\$5,266.79	\$5,530.12		
Aquatics Coordinator	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Aquatics Supervisor	48	GS	\$4,441.31	\$4,663.38	\$4,896.55	\$5,141.38	\$5,398.45	\$5,668.37		
Assistant Engineer *	125	MM	\$5,917.75	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.89		
Assistant Planner *	118	MM	\$4,978.39	\$5,227.32	\$5,488.68	\$5,763.12	\$6,051.27	\$6,202.55		
Associate Civil Engineer *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Associate Engineer *	127	MM	\$6,217.34	\$6,528.21	\$6,854.61	\$7,197.35	\$7,557.22	\$7,746.15		
Associate Planner *	124	MM	\$5,773.42	\$6,062.09	\$6,365.19	\$6,683.45	\$7,017.63	\$7,193.07		
Asst City Manager/Comm & Econ Dev Dir *	Contract		\$12,463.47				\$16,001.30			
Building Inspection Services Manager *	132	MM	\$7,034.34	\$7,386.07	\$7,755.36	\$8,143.13	\$8,550.29	\$8,764.05		
Building Inspector I	49	GS	\$4,552.35	\$4,779.97	\$5,018.96	\$5,269.92	\$5,533.41	\$5,810.08		
Building Inspector II	53	GS	\$5,024.94	\$5,276.19	\$5,540.00	\$5,817.00	\$6,107.85	\$6,413.24		
Chief Building Official *	140	MM	\$8,570.67	\$8,999.20	\$9,449.16	\$9,921.62	\$10,417.70	\$10,678.14		
Chief Collection Systems Operator *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Chief Plant Operator *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Chief Project Engineer *	145	MM	\$9,696.93	\$10,181.76	\$10,690.87	\$11,225.41	\$11,786.67	\$12,081.33		
Chief Water Systems Operator *	132	MM	\$7,034.34	\$7,386.07	\$7,755.36	\$8,143.13	\$8,550.29	\$8,764.05		
Children's Librarian II *	118	MM	\$4,978.39	\$5,227.31	\$5,488.68	\$5,763.13	\$6,051.27	\$6,202.56		
City Clerk *	Contract		\$7,630.73				\$10,598.24			
City Engineer *	145	MM	\$9,696.93	\$10,181.77	\$10,690.87	\$11,225.40	\$11,786.67	\$12,081.34		
City Manager *	Contract						\$21,000.00			
Code Compliance Officer I	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Code Compliance Officer II	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Community Development Clerk I	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Community Development Clerk II	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Community Development Director *	Contract		\$9,529.20				\$13,810.44			
Community Development Technician I	42	GS	\$3,829.73	\$4,021.23	\$4,222.28	\$4,433.40	\$4,655.06	\$4,887.82		
Community Development Technician II	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Community Services Director	Contract		\$9,449.55				\$12,095.70			
Community Services Officer *	Base	P	\$3,920.06	\$4,116.06	\$4,321.86	\$4,537.96	\$4,764.86	\$5,003.11		
Community Services Program Manager *	125	MM	\$5,917.75	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.89		
Conservation Coordinator	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Construction Project Manager *	129	MM	\$6,532.09	\$6,858.69	\$7,201.62	\$7,561.71	\$7,939.80	\$8,138.29		
Crime Prevention Specialist *	Base	P	\$3,920.06	\$4,116.06	\$4,321.86	\$4,537.96	\$4,764.86	\$5,003.11		
Deputy Director of Community Development *	Contract		\$9,927.40				\$12,727.43			
Deputy Fire Chief	Flat	FM	\$10,363.73	\$10,881.92	\$11,426.02	\$11,997.31	\$12,699.69			
Economic Development Manager *	136	MM	\$7,764.60	\$8,152.83	\$8,560.48	\$8,988.50	\$9,437.92	\$9,673.87		
Electrical / Signs & Markings Supervisor	67	GS	\$7,100.12	\$7,455.12	\$7,827.87	\$8,219.27	\$8,630.24	\$9,061.75		
Electrician's Assistant	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Engineering Aide I	33	GS	\$3,066.58	\$3,219.90	\$3,380.91	\$3,549.94	\$3,727.44	\$3,913.81		
Engineering Aide II	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Engineering Assistant	56	GS	\$5,411.32	\$5,681.88	\$5,965.98	\$6,264.27	\$6,577.49	\$6,906.36		
Engineering Technician I	44	GS	\$4,023.62	\$4,224.80	\$4,436.04	\$4,657.84	\$4,890.73	\$5,135.27		
Engineering Technician II	48	GS	\$4,441.31	\$4,663.38	\$4,896.55	\$5,141.38	\$5,398.45	\$5,668.37		

CITY OF WOODLAND - SALARY SCHEDULE

Effective October 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Engineering Technician III	52	GS	\$4,902.39	\$5,147.50	\$5,404.88	\$5,675.13	\$5,958.88	\$6,256.82		
Environmental Compliance Inspector I	39	GS	\$3,556.28	\$3,734.10	\$3,920.81	\$4,116.85	\$4,322.69	\$4,538.83		
Environmental Compliance Inspector II	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Environmental Compliance Specialist	49	GS	\$4,552.35	\$4,779.97	\$5,018.96	\$5,269.92	\$5,533.41	\$5,810.08		
Environmental Resources Analyst *	127	MM	\$6,217.34	\$6,528.21	\$6,854.61	\$7,197.35	\$7,557.21	\$7,746.14		
Environmental Sustainability Manger *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Equipment Service Clerk	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Equipment Service Worker	34	GS	\$3,143.25	\$3,300.40	\$3,465.42	\$3,638.69	\$3,820.63	\$4,011.67		
Executive Assistant - Confidential		C	\$4,254.49	\$4,467.22	\$4,690.58	\$4,925.11	\$5,171.36	\$5,429.93		
Facility Maintenance Worker I	35	GS	\$3,221.82	\$3,382.92	\$3,552.06	\$3,729.66	\$3,916.15	\$4,111.96		
Facility Maintenance Worker II	41	GS	\$3,736.32	\$3,923.14	\$4,119.30	\$4,325.26	\$4,541.53	\$4,768.60		
Facility Maintenance Worker III	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Finance Clerk I	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Finance Clerk II	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Finance Clerk III	41	GS	\$3,736.32	\$3,923.14	\$4,119.30	\$4,325.26	\$4,541.53	\$4,768.60		
Finance Director *	Contract		\$9,562.32				\$12,275.28			
Finance Officer *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Finance Specialist	41	GS	\$3,736.32	\$3,923.14	\$4,119.30	\$4,325.26	\$4,541.53	\$4,768.60		
Finance Supervisor	54	GS	\$5,150.56	\$5,408.10	\$5,678.50	\$5,962.43	\$6,260.55	\$6,573.57		
Financial Services Manager	136	MM	\$7,764.60	\$8,152.83	\$8,560.48	\$8,988.50	\$9,437.92	\$9,673.87		
Fire Battalion Chief	Flat	FM	\$9,085.29	\$9,539.54	\$10,016.52	\$10,517.35	\$11,043.21			
Fire Captain	Base	F	\$7,258.11	\$7,621.01	\$8,002.06	\$8,402.17	\$8,822.27			
Fire Chief **	Contract		\$11,305.55				\$14,682.50			
Fire Engineer	Base	F	\$6,299.25	\$6,614.21	\$6,944.93	\$7,292.18	\$7,656.77			
Fire Marshal	Flat	FM	\$9,085.29	\$9,539.54	\$10,016.52	\$10,517.35	\$11,043.21			
Fire Prevention Specialist I	Base	F	\$4,578.76	\$4,807.91	\$5,048.29	\$5,300.71	\$5,565.73			
Fire Prevention Specialist II	Base	F	\$4,923.67	\$5,169.87	\$5,428.36	\$5,699.78	\$5,984.78			
Firefighter	Base	F	\$5,550.44	\$5,827.96	\$6,119.35	\$6,425.33	\$6,746.58			
Firefighter Recruit	Base	F	\$4,995.40							
Fleet & Facilities Manager *	131	MM	\$6,862.77	\$7,205.92	\$7,566.21	\$7,944.52	\$8,341.76	\$8,550.30		
GIS Analyst	62	GS	\$6,275.47	\$6,589.24	\$6,918.70	\$7,264.64	\$7,627.87	\$8,009.26		
GIS Technician I	49	GS	\$4,552.35	\$4,779.97	\$5,018.96	\$5,269.92	\$5,533.41	\$5,810.08		
GIS Technician II	53	GS	\$5,024.94	\$5,276.19	\$5,540.00	\$5,817.00	\$6,107.85	\$6,413.24		
Heavy Equipment Mechanic	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Human Resources Analyst I		C	\$5,176.64	\$5,435.47	\$5,707.24	\$5,992.60	\$6,292.23	\$6,292.23		
Human Resources Analyst II		C	\$5,856.89	\$6,149.73	\$6,457.22	\$6,780.08	\$7,119.09	\$7,119.09		
Human Resources Clerk		C	\$3,268.09	\$3,431.50	\$3,603.08	\$3,783.23	\$3,972.39	\$4,171.01		
Human Resources Manager		C	\$8,270.71	\$8,684.25	\$9,118.45	\$9,574.38	\$10,053.10	\$10,053.10		
Human Resources Technician I		C	\$3,884.72	\$4,078.96	\$4,282.90	\$4,497.05	\$4,721.90	\$4,957.99		
Human Resources Technician II		C	\$4,331.41	\$4,547.98	\$4,775.37	\$5,014.14	\$5,264.85	\$5,528.09		
Industrial Electrical/Electronics Technician	58	GS	\$5,685.27	\$5,969.53	\$6,268.00	\$6,581.41	\$6,910.47	\$7,256.00		
Information Technology Analyst	60	GS	\$5,973.08	\$6,271.74	\$6,585.32	\$6,914.59	\$7,260.32	\$7,623.34		
Information Technology Manager *	138	MM	\$8,157.68	\$8,565.56	\$8,993.85	\$9,443.53	\$9,915.72	\$10,163.61		
Information Technology Technician I	48	GS	\$4,441.31	\$4,663.38	\$4,896.55	\$5,141.38	\$5,398.45	\$5,668.37		
Information Technology Technician II	52	GS	\$4,902.39	\$5,147.50	\$5,404.88	\$5,675.13	\$5,958.88	\$6,256.82		
Infrastructure O & M Superintendent *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Junior Engineer *	121	MM	\$5,361.19	\$5,629.25	\$5,910.71	\$6,206.24	\$6,516.57	\$6,679.48		
Junior Planner *	113	MM	\$4,400.18	\$4,620.18	\$4,851.19	\$5,093.75	\$5,348.45	\$5,482.16		
Laboratory & Environmental Compliance Mgr *	129	MM	\$6,532.09	\$6,858.69	\$7,201.62	\$7,561.71	\$7,939.80	\$8,138.29		
Laboratory Supervisor *	127	MM	\$6,217.34	\$6,528.20	\$6,854.61	\$7,197.35	\$7,557.21	\$7,746.14		
Laboratory Technician I	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Laboratory Technician II	47	GS	\$4,333.00	\$4,549.64	\$4,777.13	\$5,015.98	\$5,266.79	\$5,530.12		

CITY OF WOODLAND - SALARY SCHEDULE

Effective October 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Librarian I *	114	MM	\$4,510.19	\$4,735.70	\$4,972.48	\$5,221.10	\$5,482.15	\$5,619.20		
Librarian II *	118	MM	\$4,978.39	\$5,227.31	\$5,488.68	\$5,763.13	\$6,051.27	\$6,202.56		
Librarian III *	122	MM	\$5,495.22	\$5,769.97	\$6,058.49	\$6,361.40	\$6,679.48	\$6,846.47		
Library Services Director *	Contract		\$7,277.97				\$9,343.03			
Library Technical Assistant I	29	GS	\$2,778.16	\$2,917.08	\$3,062.93	\$3,216.08	\$3,376.88	\$3,545.73		
Library Technical Assistant II	33	GS	\$3,066.58	\$3,219.90	\$3,380.91	\$3,549.94	\$3,727.44	\$3,913.81		
Library Technical Assistant III	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Light Equipment Mechanic	41	GS	\$3,736.32	\$3,923.14	\$4,119.30	\$4,325.26	\$4,541.53	\$4,768.60		
Literacy Coordinator	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Maintenance Supervisor	53	GS	\$5,024.94	\$5,276.19	\$5,540.00	\$5,817.00	\$6,107.85	\$6,413.24		
Maintenance Worker I	35	GS	\$3,221.82	\$3,382.92	\$3,552.06	\$3,729.66	\$3,916.15	\$4,111.96		
Maintenance Worker II	40	GS	\$3,645.20	\$3,827.46	\$4,018.82	\$4,219.77	\$4,430.76	\$4,652.30		
Maintenance Worker III	44	GS	\$4,023.62	\$4,224.80	\$4,436.04	\$4,657.84	\$4,890.73	\$5,135.27		
Management Analyst I *	120	MM	\$5,230.43	\$5,491.95	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Management Analyst II *	125	MM	\$5,917.74	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.88		
Marketing and Business Relations Specialist *	120	MM	\$5,230.43	\$5,491.95	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Meter Services Technician	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Office Manager *	115	MM	\$4,622.94	\$4,854.08	\$5,096.79	\$5,351.62	\$5,619.21	\$5,759.69		
Operations and Maintenance Superintendent *	137	MM	\$7,958.73	\$8,356.66	\$8,774.50	\$9,213.22	\$9,673.88	\$9,915.73		
Park Maintenance Technician	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Park Maintenance Worker I	35	GS	\$3,221.82	\$3,382.92	\$3,552.06	\$3,729.66	\$3,916.15	\$4,111.96		
Park Maintenance Worker II	39	GS	\$3,556.28	\$3,734.10	\$3,920.81	\$4,116.85	\$4,322.69	\$4,538.83		
Park Maintenance Worker III	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Park Planner *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Park Superintendent *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Park Supervisor	51	GS	\$4,782.82	\$5,021.96	\$5,273.06	\$5,536.71	\$5,813.54	\$6,104.22		
Planning Manager *	140	MM	\$8,570.67	\$8,999.20	\$9,449.16	\$9,921.62	\$10,417.70	\$10,678.14		
Police Captain **	Base	PM	\$10,894.49	\$11,439.23	\$12,011.18	\$12,611.75	\$13,242.33	\$13,904.45	\$14,599.68	\$15,329.67
Police Chief **	Contract		\$14,694.57				\$19,169.80			
Police Crime and Intelligence Analyst *	Base	PS	\$5,227.54	\$5,488.93	\$5,763.37	\$6,051.54	\$6,354.11			
Police Lieutenant **	Base	PM	\$9,912.24	\$10,407.85	\$10,928.25	\$11,474.67	\$12,048.41	\$12,650.83	\$13,283.37	\$13,947.54
Police Officer **	Base	P	\$5,955.46	\$6,253.23	\$6,565.89	\$6,894.19	\$7,238.90	\$7,600.84	\$7,980.89	
Police Officer Recruit (Non-Safety)	Base		\$5,359.91							
Police Records Manager *	120	MM	\$5,230.43	\$5,491.95	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Police Records Specialist *	Base	P	\$3,479.41	\$3,653.35	\$3,836.03	\$4,027.83	\$4,229.23			
Police Records Supervisor	Base	PS	\$4,903.78	\$5,148.95	\$5,406.41	\$5,676.76	\$5,960.60			
Police Sergeant **	Base	PS	\$7,166.07	\$7,524.38	\$7,900.60	\$8,295.63	\$8,710.42	\$9,145.94	\$9,603.24	\$10,083.40
Pool Facility Technician	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Principal Civil Engineer *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Principal Planner *	136	MM	\$7,764.60	\$8,152.83	\$8,560.48	\$8,988.50	\$9,437.92	\$9,673.87		
Principal Utilities Civil Engineer *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Public Works Director *	Contract		\$10,740.71				\$13,982.76			
Public Works O&M Infrastructure Admin	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Purchasing Manager *	123	MM	\$5,632.60	\$5,914.23	\$6,209.94	\$6,520.44	\$6,846.46	\$7,017.62		
Recreation Coordinator	36	GS	\$3,302.37	\$3,467.49	\$3,640.87	\$3,822.92	\$4,014.07	\$4,214.77		
Recreation Superintendent *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Recreation Supervisor	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Redevelopment & Housing Analyst I *	120	MM	\$5,230.44	\$5,491.96	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Redevelopment & Housing Analyst II *	124	MM	\$5,773.42	\$6,062.09	\$6,365.19	\$6,683.45	\$7,017.63	\$7,193.07		
Redevelopment Manager *	136	MM	\$7,764.60	\$8,152.83	\$8,560.48	\$8,988.50	\$9,437.92	\$9,673.87		
Secretary to City Manager		C	\$4,363.58	\$4,581.76	\$4,810.85	\$5,051.39	\$5,303.96	\$5,569.16		
Senior Accountant *	125	MM	\$5,917.75	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.89		

CITY OF WOODLAND - SALARY SCHEDULE

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CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Senior Application Analyst *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Senior Associate Civil Engineer *	134	MM	\$7,390.47	\$7,759.99	\$8,147.99	\$8,555.38	\$8,983.16	\$9,207.74		
Senior Building Inspector	57	GS	\$5,546.60	\$5,823.93	\$6,115.13	\$6,420.88	\$6,741.92	\$7,079.02		
Senior Building Plans Examiner	58	GS	\$5,685.27	\$5,969.53	\$6,268.00	\$6,581.41	\$6,910.47	\$7,256.00		
Senior Center Manager *	120	MM	\$5,230.44	\$5,491.96	\$5,766.54	\$6,054.87	\$6,357.62	\$6,516.56		
Senior Civil Engineer *	138	MM	\$8,157.68	\$8,565.56	\$8,993.85	\$9,443.53	\$9,915.72	\$10,163.61		
Senior Construction Project Manager *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Senior Engineering Assistant	58	GS	\$5,685.27	\$5,969.53	\$6,268.00	\$6,581.41	\$6,910.47	\$7,256.00		
Senior Equipment Mechanic	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Senior Human Resources Analyst		C	\$6,735.42	\$7,072.19	\$7,425.80	\$7,797.09	\$8,186.95	\$8,186.95		
Senior Maintenance Worker	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Senior Management Analyst *	131	MM	\$6,862.77	\$7,205.91	\$7,566.21	\$7,944.52	\$8,341.75	\$8,550.30		
Senior Planner *	132	MM	\$7,034.34	\$7,386.07	\$7,755.35	\$8,143.13	\$8,550.29	\$8,764.05		
Senior Police Records Specialist *	Base	P	\$3,827.34	\$4,018.70	\$4,219.64	\$4,430.64	\$4,652.18			
Senior Signs and Markings Technician	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Senior Systems Analyst *	132	MM	\$7,034.34	\$7,386.06	\$7,755.36	\$8,143.13	\$8,550.30	\$8,764.05		
Senior Traffic Signal/Street Lighting Tech	60	GS	\$5,973.08	\$6,271.74	\$6,585.32	\$6,914.59	\$7,260.32	\$7,623.34		
Senior Tree Trimmer	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		
Senior Utilities Maintenance Worker (Sewer)	54	GS	\$5,150.56	\$5,408.10	\$5,678.50	\$5,962.43	\$6,260.55	\$6,573.57		
Senior Utilities Maintenance Worker (Water)	54	GS	\$5,150.56	\$5,408.10	\$5,678.50	\$5,962.43	\$6,260.55	\$6,573.57		
Senior Water Pollution Control Operator	67	GS	\$7,100.12	\$7,455.12	\$7,827.87	\$8,219.27	\$8,630.24	\$9,061.75		
Senior Water System Operator	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Senior Water/Wastewater Instrumentation Tech	66	GS	\$6,926.94	\$7,273.28	\$7,636.94	\$8,018.79	\$8,419.73	\$8,840.71		
Signs and Markings Tech I	39	GS	\$3,556.28	\$3,734.10	\$3,920.81	\$4,116.85	\$4,322.69	\$4,538.83		
Signs and Markings Tech II	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Social Services Manager *	132	MM	\$7,034.34	\$7,386.07	\$7,755.35	\$8,143.13	\$8,550.29	\$8,764.05		
Sports Manager *	125	MM	\$5,917.75	\$6,213.64	\$6,524.32	\$6,850.54	\$7,193.06	\$7,372.89		
Stock Clerk	32	GS	\$2,991.78	\$3,141.37	\$3,298.44	\$3,463.36	\$3,636.53	\$3,818.35		
Storekeeper	35	GS	\$3,221.82	\$3,382.92	\$3,552.06	\$3,729.66	\$3,916.15	\$4,111.96		
Traffic Signal / Street Lighting Technician	56	GS	\$5,411.32	\$5,681.88	\$5,965.98	\$6,264.27	\$6,577.49	\$6,906.36		
Transportation Engineer *	134	MM	\$7,390.47	\$7,759.99	\$8,147.99	\$8,555.38	\$8,983.16	\$9,207.74		
Treatment Plant Mechanic	54	GS	\$5,150.56	\$5,408.10	\$5,678.50	\$5,962.43	\$6,260.55	\$6,573.57		
Tree Trimmer I	39	GS	\$3,556.28	\$3,734.10	\$3,920.81	\$4,116.85	\$4,322.69	\$4,538.83		
Tree Trimmer II	43	GS	\$3,925.47	\$4,121.75	\$4,327.84	\$4,544.24	\$4,771.45	\$5,010.02		
Underground Utility Service Locator	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Utilities Maintenance Supervisor	53	GS	\$5,024.94	\$5,276.19	\$5,540.00	\$5,817.00	\$6,107.85	\$6,413.24		
Utilities Maintenance Worker I	37	GS	\$3,384.93	\$3,554.18	\$3,731.89	\$3,918.48	\$4,114.40	\$4,320.12		
Utilities Maintenance Worker II	42	GS	\$3,829.73	\$4,021.23	\$4,222.28	\$4,433.40	\$4,655.06	\$4,887.82		
Utilities Maintenance Worker III (Sewer)	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Utilities Maintenance Worker III (Water)	46	GS	\$4,227.31	\$4,438.68	\$4,660.61	\$4,893.64	\$5,138.32	\$5,395.24		
Utilities Maintenance Worker IV (Sewer)	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Utilities Maintenance Worker IV (Water)	50	GS	\$4,666.16	\$4,899.47	\$5,144.44	\$5,401.66	\$5,671.74	\$5,955.33		
Wastewater Systems Administrator *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Water / Wastewater Instrumental Technician	62	GS	\$6,275.47	\$6,589.24	\$6,918.70	\$7,264.64	\$7,627.87	\$8,009.26		
Water Pollution Control Facility Superintendent *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Water Pollution Control O-I-T	40	GS	\$3,645.20	\$3,827.46	\$4,018.82	\$4,219.77	\$4,430.76	\$4,652.30		
Water Pollution Control Operator I	51	GS	\$4,782.82	\$5,021.96	\$5,273.06	\$5,536.71	\$5,813.54	\$6,104.22		
Water Pollution Control Operator II	55	GS	\$5,279.33	\$5,543.30	\$5,820.46	\$6,111.48	\$6,417.05	\$6,737.91		
Water Pollution Control Operator III	59	GS	\$5,827.40	\$6,118.76	\$6,424.70	\$6,745.93	\$7,083.24	\$7,437.40		
Water Pollution Control Operator IV	63	GS	\$6,432.35	\$6,753.97	\$7,091.66	\$7,446.24	\$7,818.55	\$8,209.48		
Water Systems Administrator *	141	MM	\$8,784.94	\$9,224.17	\$9,685.39	\$10,169.66	\$10,678.15	\$10,945.10		
Water Systems Operator I	40	GS	\$3,645.20	\$3,827.46	\$4,018.82	\$4,219.77	\$4,430.76	\$4,652.30		

CITY OF WOODLAND - SALARY SCHEDULE

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CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Water Systems Operator II	45	GS	\$4,124.21	\$4,330.42	\$4,546.93	\$4,774.29	\$5,013.00	\$5,263.65		

* Employee pays PERS Misc. Member Contribution of 8%

** Employee pays PERS Safety Member Contribution of 9%

Note: If Temporary Employee is hired into a regular classified position paying the PERS Member Share,
that Employee's salary is 8% less for Misc. or 9% less for Safety.

Effective July 1, 2019 for MMPA classifications, Step F will be 2.5% above Step E

TEMPORARY / PART-TIME / SEASONAL EMPLOYEES - HOURLY WAGES ***

CLASSIFICATION			A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Accountant I *	116	MM	25.15	26.41	27.73	29.12	30.57	31.34		
Accountant II *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Accounting Technician	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Administrative Clerk I	28	GS	15.64	16.42	17.24	18.10	19.01	19.96		
Administrative Clerk II	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Administrative Clerk III	36	GS	19.05	20.01	21.01	22.06	23.16	24.32		
Administrative Secretary	42	GS	22.10	23.20	24.36	25.58	26.86	28.20		
Administrative Supervisor	47	GS	25.00	26.25	27.56	28.94	30.39	31.91		
Aquatics Coordinator	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Aquatics Supervisor	48	GS	25.62	26.90	28.25	29.66	31.15	32.70		
Assistant Engineer *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Assistant Planner *	118	MM	26.42	27.75	29.13	30.59	32.12	32.92		
Associate Civil Engineer *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Associate Engineer *	127	MM	33.00	34.65	36.38	38.20	40.11	41.11		
Associate Planner *	124	MM	30.64	32.18	33.79	35.47	37.25	38.18		
Asst City Manager/Comm & Econ Dev Dir *	Contract		66.15				84.93			
Building Inspection Services Manager *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Building Inspector I	49	GS	26.26	27.58	28.96	30.40	31.92	33.52		
Building Inspector II	53	GS	28.99	30.44	31.96	33.56	35.24	37.00		
Chief Building Official *	140	MM	45.49	47.77	50.15	52.66	55.30	56.68		
Chief Collection Systems Operator *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Chief Plant Operator *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Chief Project Engineer *	145	MM	51.47	54.04	56.74	59.58	62.56	64.13		
Chief Water Systems Operator *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Children's Librarian II *	118	MM	26.42	27.75	29.13	30.59	32.12	32.92		
City Clerk *	Contract		40.50				56.25			
City Engineer *	145	MM	51.47	54.04	56.74	59.58	62.56	64.13		
City Manager *	Contract						121.16			
Code Compliance Officer I	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Code Compliance Officer II	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Community Development Clerk I	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Community Development Clerk II	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Community Development Director *	Contract		50.58				73.30			
Community Development Technician I	42	GS	22.10	23.20	24.36	25.58	26.86	28.20		
Community Development Technician II	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Community Services Director	Contract		54.52	0.00	0.00	0.00	69.78	0.00		
Community Services Officer *	Base	P	20.81	21.85	22.94	24.09	25.29	26.56		
Community Services Program Manager *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Conservation Coordinator	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Construction Project Manager *	129	MM	34.67	36.40	38.22	40.14	42.14	43.20		
Crime Prevention Specialist *	Base	P	20.81	21.85	22.94	24.09	25.29	26.56		
Deputy Director of Community Development *	Contract		57.27				73.43			

CITY OF WOODLAND - SALARY SCHEDULE

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CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Deputy Fire Chief	Flat	FM	59.79	62.78	65.92	69.22	73.27			
Economic Development Manager *	136	MM	41.21	43.27	45.44	47.71	50.09	51.35		
Electrical / Signs & Markings Supervisor	67	GS	40.96	43.01	45.16	47.42	49.79	52.28		
Electrician's Assistant	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Engineering Aide I	33	GS	17.69	18.58	19.51	20.48	21.50	22.58		
Engineering Aide II	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Engineering Assistant	56	GS	31.22	32.78	34.42	36.14	37.95	39.85		
Engineering Technician I	44	GS	23.21	24.37	25.59	26.87	28.22	29.63		
Engineering Technician II	48	GS	25.62	26.90	28.25	29.66	31.15	32.70		
Engineering Technician III	52	GS	28.28	29.70	31.18	32.74	34.38	36.10		
Environmental Compliance Inspector I	39	GS	20.52	21.54	22.62	23.75	24.94	26.19		
Environmental Compliance Inspector II	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Environmental Compliance Specialist	49	GS	26.26	27.58	28.96	30.40	31.92	33.52		
Environmental Resources Analyst *	127	MM	33.00	34.65	36.38	38.20	40.11	41.11		
Environmental Sustainability Manger *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Equipment Service Clerk	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Equipment Service Worker	34	GS	18.13	19.04	19.99	20.99	22.04	23.14		
Executive Assistant - Confidential		C	24.55	25.77	27.06	28.41	29.84	31.33		
Facility Maintenance Worker I	35	GS	18.59	19.52	20.49	21.52	22.59	23.72		
Facility Maintenance Worker II	41	GS	21.56	22.63	23.77	24.95	26.20	27.51		
Facility Maintenance Worker III	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Finance Clerk I	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Finance Clerk II	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Finance Clerk III	41	GS	21.56	22.63	23.77	24.95	26.20	27.51		
Finance Director *	Contract		55.17	0.00	0.00	0.00	70.82	0.00		
Finance Officer *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Finance Specialist	41	GS	21.56	22.63	23.77	24.95	26.20	27.51		
Finance Supervisor	54	GS	29.72	31.20	32.76	34.40	36.12	37.93		
Financial Services Manager	136	MM	41.21	43.27	45.44	47.71	50.09	51.35		
Fire Battalion Chief	Flat	FM	52.42	55.04	57.79	60.68	63.71	0.00		
Fire Captain	Base	F	41.87	43.97	46.17	48.47	50.90	0.00		
Fire Chief **	Contract		65.23	0.00	0.00	0.00	84.71	0.00		
Fire Engineer	Base	F	36.34	38.16	40.07	42.07	44.17	0.00		
Fire Marshal	Flat	FM	52.42	55.04	57.79	60.68	63.71	0.00		
Fire Prevention Specialist I	Base	F	26.42	27.74	29.13	30.58	32.11	0.00		
Fire Prevention Specialist II	Base	F	28.41	29.83	31.32	32.88	34.53	0.00		
Firefighter	Base	F	32.02	33.62	35.30	37.07	38.92	0.00		
Firefighter Recruit	Base	F	28.82	0.00	0.00	0.00	0.00	0.00		
Fleet & Facilities Manager *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
GIS Analyst	62	GS	36.21	38.02	39.92	41.91	44.01	46.21		
GIS Technician I	49	GS	26.26	27.58	28.96	30.40	31.92	33.52		
GIS Technician II	53	GS	28.99	30.44	31.96	33.56	35.24	37.00		
Heavy Equipment Mechanic	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Human Resources Analyst I		C	29.87	31.36	32.93	34.57	36.30	36.30		
Human Resources Analyst II		C	33.79	35.48	37.25	39.12	41.07	41.07		
Human Resources Clerk		C	18.85	19.80	20.79	21.83	22.92	24.06		
Human Resources Manager		C	47.72	50.10	52.61	55.24	58.00	58.00		
Human Resources Technician I		C	22.41	23.53	24.71	25.95	27.24	28.60		
Human Resources Technician II		C	24.99	26.24	27.55	28.93	30.37	31.89		
Industrial Electrical/Electronics Technician	58	GS	32.80	34.44	36.16	37.97	39.87	41.86		
Information Technology Analyst	60	GS	34.46	36.18	37.99	39.89	41.89	43.98		
Information Technology Manager *	138	MM	43.30	45.46	47.74	50.12	52.63	53.95		

CITY OF WOODLAND - SALARY SCHEDULE

Effective October 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Information Technology Technician I	48	GS	25.62	26.90	28.25	29.66	31.15	32.70		
Information Technology Technician II	52	GS	28.28	29.70	31.18	32.74	34.38	36.10		
Infrastructure O & M Superintendent *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Junior Engineer *	121	MM	28.46	29.88	31.37	32.94	34.59	35.45		
Junior Planner *	113	MM	23.36	24.52	25.75	27.04	28.39	29.10		
Laboratory & Environmental Compliance Mgr *	129	MM	34.67	36.40	38.22	40.14	42.14	43.20		
Laboratory Supervisor *	127	MM	33.00	34.65	36.38	38.20	40.11	41.11		
Laboratory Technician I	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Laboratory Technician II	47	GS	25.00	26.25	27.56	28.94	30.39	31.91		
Librarian I *	114	MM	23.94	25.14	26.39	27.71	29.10	29.83		
Librarian II *	118	MM	26.42	27.75	29.13	30.59	32.12	32.92		
Librarian III *	122	MM	29.17	30.63	32.16	33.77	35.45	36.34		
Library Services Director *	Contract		38.63				49.59			
Library Technical Assistant I	29	GS	16.03	16.83	17.67	18.55	19.48	20.46		
Library Technical Assistant II	33	GS	17.69	18.58	19.51	20.48	21.50	22.58		
Library Technical Assistant III	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Light Equipment Mechanic	41	GS	21.56	22.63	23.77	24.95	26.20	27.51		
Literacy Coordinator	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Maintenance Supervisor	53	GS	28.99	30.44	31.96	33.56	35.24	37.00		
Maintenance Worker I	35	GS	18.59	19.52	20.49	21.52	22.59	23.72		
Maintenance Worker II	40	GS	21.03	22.08	23.19	24.35	25.56	26.84		
Maintenance Worker III	44	GS	23.21	24.37	25.59	26.87	28.22	29.63		
Management Analyst I *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Management Analyst II *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Marketing and Business Relations Specialist *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Meter Services Technician	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Office Manager *	115	MM	24.54	25.76	27.05	28.41	29.83	30.57		
Operations and Maintenance Superintendent *	137	MM	42.24	44.36	46.57	48.90	51.35	52.63		
Park Maintenance Technician	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Park Maintenance Worker I	35	GS	18.59	19.52	20.49	21.52	22.59	23.72		
Park Maintenance Worker II	39	GS	20.52	21.54	22.62	23.75	24.94	26.19		
Park Maintenance Worker III	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Park Planner *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Park Superintendent *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Park Supervisor	51	GS	27.59	28.97	30.42	31.94	33.54	35.22		
Planning Manager *	140	MM	45.49	47.77	50.15	52.66	55.30	56.68		
Police Captain **	Base	PM	57.83	60.72	63.75	66.94	70.29	73.80	77.49	81.37
Police Chief **	Contract		84.78				110.60			
Police Crime and Intelligence Analyst *	Base	PS	27.75	29.13	30.59	32.12	33.73			
Police Lieutenant **	Base	PM	52.61	55.24	58.00	60.91	63.95	67.15	70.51	74.03
Police Officer **	Base	P	31.61	33.19	34.85	36.59	38.42	40.34	42.36	0.00
Police Officer Recruit (Non-Safety)	Base		28.45							
Police Records Manager *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Police Records Specialist *	Base	P	18.47	19.39	20.36	21.38	22.45			
Police Records Supervisor	Base	PS	26.03	27.33	28.70	30.13	31.64			
Police Sergeant **	Base	PS	38.04	39.94	41.93	44.03	46.23	48.54	50.97	53.52
Pool Facility Technician	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Principal Civil Engineer *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Principal Planner *	136	MM	41.21	43.27	45.44	47.71	50.09	51.35		
Principal Utilities Civil Engineer *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Public Works Director *	Contract		57.01				74.22			
Public Works O&M Infrastructure Admin	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		

CITY OF WOODLAND - SALARY SCHEDULE

Effective October 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Purchasing Manager *	123	MM	29.90	31.39	32.96	34.61	36.34	37.25		
Recreation Coordinator	36	GS	19.05	20.01	21.01	22.06	23.16	24.32		
Recreation Superintendent *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Recreation Supervisor	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Redevelopment & Housing Analyst I *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Redevelopment & Housing Analyst II *	124	MM	30.64	32.18	33.79	35.47	37.25	38.18		
Redevelopment Manager *	136	MM	41.21	43.27	45.44	47.71	50.09	51.35		
Secretary to City Manager		C	25.17	26.43	27.76	29.14	30.60	32.13		
Senior Accountant *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Senior Application Analyst *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Senior Associate Civil Engineer *	134	MM	39.23	41.19	43.25	45.41	47.68	48.87		
Senior Building Inspector	57	GS	32.00	33.60	35.28	37.04	38.90	40.84		
Senior Building Plans Examiner	58	GS	32.80	34.44	36.16	37.97	39.87	41.86		
Senior Center Manager *	120	MM	27.76	29.15	30.61	32.14	33.74	34.59		
Senior Civil Engineer *	138	MM	43.30	45.46	47.74	50.12	52.63	53.95		
Senior Construction Project Manager *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Senior Engineering Assistant	58	GS	32.80	34.44	36.16	37.97	39.87	41.86		
Senior Equipment Mechanic	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Senior Human Resources Analyst		C	38.86	40.80	42.84	44.98	47.23	47.23		
Senior Maintenance Worker	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Senior Management Analyst *	131	MM	36.43	38.25	40.16	42.17	44.28	45.38		
Senior Planner *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Senior Police Records Specialist *	Base	P	22.08	23.19	24.34	25.56	26.84	0.00		
Senior Signs and Markings Technician	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Senior Systems Analyst *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Senior Traffic Signal/Street Lighting Tech	60	GS	34.46	36.18	37.99	39.89	41.89	43.98		
Senior Tree Trimmer	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		
Senior Utilities Maintenance Worker (Sewer)	54	GS	29.72	31.20	32.76	34.40	36.12	37.93		
Senior Utilities Maintenance Worker (Water)	54	GS	29.72	31.20	32.76	34.40	36.12	37.93		
Senior Water Pollution Control Operator	67	GS	40.96	43.01	45.16	47.42	49.79	52.28		
Senior Water System Operator	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Senior Water/Wastewater Instrumentation Tech	66	GS	39.96	41.96	44.06	46.26	48.58	51.01		
Signs and Markings Tech I	39	GS	20.52	21.54	22.62	23.75	24.94	26.19		
Signs and Markings Tech II	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Social Services Manager *	132	MM	37.34	39.20	41.16	43.22	45.38	46.52		
Sports Manager *	125	MM	31.41	32.98	34.63	36.36	38.18	39.13		
Stock Clerk	32	GS	17.26	18.12	19.03	19.98	20.98	22.03		
Storekeeper	35	GS	18.59	19.52	20.49	21.52	22.59	23.72		
Traffic Signal / Street Lighting Technician	56	GS	31.22	32.78	34.42	36.14	37.95	39.85		
Transportation Engineer *	134	MM	39.23	41.19	43.25	45.41	47.68	48.87		
Treatment Plant Mechanic	54	GS	29.72	31.20	32.76	34.40	36.12	37.93		
Tree Trimmer I	39	GS	20.52	21.54	22.62	23.75	24.94	26.19		
Tree Trimmer II	43	GS	22.65	23.78	24.97	26.22	27.53	28.90		
Underground Utility Service Locator	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Utilities Maintenance Supervisor	53	GS	28.99	30.44	31.96	33.56	35.24	37.00		
Utilities Maintenance Worker I	37	GS	19.53	20.51	21.53	22.61	23.74	24.92		
Utilities Maintenance Worker II	42	GS	22.10	23.20	24.36	25.58	26.86	28.20		
Utilities Maintenance Worker III (Sewer)	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Utilities Maintenance Worker III (Water)	46	GS	24.39	25.61	26.89	28.23	29.64	31.13		
Utilities Maintenance Worker IV (Sewer)	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Utilities Maintenance Worker IV (Water)	50	GS	26.92	28.27	29.68	31.16	32.72	34.36		
Wastewater Systems Administrator *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		

CITY OF WOODLAND - SALARY SCHEDULE

Effective October 1, 2019

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Water / Wastewater Instrumental Technician	62	GS	36.21	38.02	39.92	41.91	44.01	46.21		
Water Pollution Control Facility Superintendent *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Water Pollution Control O-I-T	40	GS	21.03	22.08	23.19	24.35	25.56	26.84		
Water Pollution Control Operator I	51	GS	27.59	28.97	30.42	31.94	33.54	35.22		
Water Pollution Control Operator II	55	GS	30.46	31.98	33.58	35.26	37.02	38.87		
Water Pollution Control Operator III	59	GS	33.62	35.30	37.07	38.92	40.87	42.91		
Water Pollution Control Operator IV	63	GS	37.11	38.97	40.91	42.96	45.11	47.36		
Water Systems Administrator *	141	MM	46.63	48.96	51.41	53.98	56.68	58.09		
Water Systems Operator I	40	GS	21.03	22.08	23.19	24.35	25.56	26.84		
Water Systems Operator II	45	GS	23.79	24.98	26.23	27.54	28.92	30.37		

TEMPORARY PART-TIME EMPLOYEES - HOURLY WAGES

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

Approved by City Council:

October 15, 2019



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: H.8.
SUBJECT: Authorize Awarding a Contract for Purchasing Coagulants at the Water Pollution Control Facility

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a contract for the purchase of coagulants from the successful low bidder, San Joaquin Chemicals Inc., in an amount not-to-exceed \$850,000 (\$170,000 annually) for the five year agreement beginning October 15th 2019 and continuing through June 30th 2024.

Staff Contact:

Shane Carlsen, Chief Plant Operator, (530) 661-2054, shane.carlsen@cityofwoodland.org.

Fiscal Impact:

The total amount of the contract for the purchase of coagulants is \$850,000. The amount required for the first year of this agreement (\$170,000) has already been approved in the current FY20 operations budget with no additional funds being requested for this fiscal year. Continuing funding of the agreement in outlying years will need to be approved via the City's annual budget process.

Background:

The use of coagulant chemicals as part of the wastewater treatment process at the WPCF is a required element of the City's National Pollutant Discharge Elimination System permit and is regulated by the Regional Water Quality Control Board. Coagulants act to increase the efficiency of the filtration system at the WPCF and are especially important in maintaining acceptable final effluent quality during treatment process upsets. Given their importance in the treatment process, it is critical to maintain a consistent and reliable source of coagulants.

Discussion:

About a dozen of coagulant manufacturers produce proprietary formulations of chemicals within a cost effective trucking zone of Woodland. The effectiveness of these products varies greatly from plant to plant depending upon influent constituents and plant treatment processes. After Woodland's WPCF announced a public bid, interested vendors extensively tested the efficacy of their formulations with the influent and treatment processes found in Woodland. Plant staff found coagulants from San Joaquin Chemicals Inc. meet the City's required needs at the most cost effective level of all vendors.

San Joaquin Chemicals staff have demonstrated effective support for the City's needs and will offer assistance with ongoing testing and evaluation of their coagulants to insure we are using the right products in the most cost-effective manner as conditions change.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a contract for the purchase of coagulants from the successful low bidder, San Joaquin Chemicals Inc., in an amount not-to-exceed \$850,000 (\$170,000 annually) for the five year agreement beginning October 15th 2019 and continuing through June 30th 2024.

Prepared by: Shane Carlsen, Chief Plant Operator.

Reviewed by: Craig Locke, Deputy Public Works Director Utilities



Paul Navazio
City Manager

Attachments:

1. WPCF Coagulant RFP
2. SJC_Coagulants_Resolution-2019

**CITY OF WOODLAND REQUEST FOR PROPOSAL
FOR THE SUPPLY OF ALUMINUM-BASED COAGULANTS AND POLYMERS FOR
WASTEWATER TREATMENT**

NOTICE IS HEREBY GIVEN THAT the City of Woodland ("City"), in the County of Yolo, State of California, will receive sealed proposals for:

The supply of Aluminum Based Coagulants and Polymers for Wastewater Treatment.
The vendor will also provide a full range of professional services as detailed in the Request for Proposal.

Proposals are to be submitted on forms contained in the proposal packet. Interested parties may download copies of the RFP by visiting the City's web site:

<http://www.cityofwoodland.org/Bids.aspx>

Proposals are to be submitted to City of Woodland, 300 First Street, Woodland CA 95695, to the attention of Ana Gonzalez, City Clerk on or before September 10, 2019, 2:00 PM. Proposals shall contain one (1) signed original and two (2) hard copies. Proposals are to be submitted in a sealed envelope. The envelope shall display the following statement, "SEALED PROPOSAL FOR THE SUPPLY OF ALUMINUM-BASED COAGULANTS AND POLYMERS FOR WASTEWATER TREATMENT, SEPTEMBER 10, 2019."

It is the responsibility of each prospective vendor to download and print all RFP Documents for review and to verify the completeness of RFP Documents before submitting a proposal. Any Addenda will be posted on the above listed WEBSITE. It is the responsibility of each prospective vendor to check the WEBSITE on a daily basis through the close of bids for any applicable addenda or updates. The City does not assume any liability or responsibility based on any defective or incomplete copying, excerpting, scanning, faxing, downloading or printing of the RFP Documents. Information on the WEBSITE may change without notice to prospective vendors. The Agreement shall supersede any information posted or transmitted by the WEBSITE.

The City will not accept responsibility for delays in receipt of proposals sent by mail or other carriers. It shall be the sole responsibility of each vendor to insure that the City receives proposals no later than the time stated for proposal opening. All proposals received after said time and date shall be rejected.

The City reserves the right to reject any or all proposals or to waive any informalities or minor irregularities in the proposal. No vendor may withdraw their proposal for a period of one-hundred twenty (120) days after the date set for the opening. Vendors are expressly advised to review proposed contract documents as to their legal requirements and the causes which may lead to the disqualification of a vendor and/or the rejection of a proposal. The City of Woodland reserves the right to conduct mandatory jar testing with the supplied coagulants for evaluation by staff of vendors recommended coagulant/polymer products. Attached are the general conditions, specifications, bid proposal forms and Agreement for Services.

All questions concerning this proposal and/or specifications should be directed in writing to Shane Carlsen, Chief Plant Operator at shane.carlsen@cityofwoodland.org

By order of the City Council, City of Woodland, County of Yolo, State of California.

Date: 08/20/19

Craig Locke,
Public Works Director

PART I
GENERAL CONDITIONS

1. PREPARATION AND SUBMITTAL OF PROPOSALS

- A. Proposals not submitted on the Proposal Bid Forms may be rejected.
- B. Proposals are to be submitted on forms contained in the proposal packet. Proposals are to be submitted to City of Woodland, 300 First Street, Woodland CA 95695, to the attention of Ana Gonzalez, City Clerk on or before September 10, 2019, 2:00 PM. Proposals shall contain one (1) signed original and two (2) hard copies. Proposals are to be submitted in a sealed envelope. The envelope shall display the following statement, "SEALED PROPOSAL FOR THE SUPPLY OF ALUMINUM-BASED COAGULANTS AND POLYMERS FOR WASTEWATER TREATMENT, SEPTEMBER 10, 2019."

All proposals shall be managed by the City of Woodland to avoid disclosure of contents to competing vendors, keeping the proposals confidential during any negotiations, all proposals will be open for public inspection, after the contract is awarded; however, any trade secrets and confidential commercial or financial information in the proposals specifically identified by the vendor will not be opened for public inspection. All pages in the proposal that the vendor considers to be confidential and propriety should be marked.
- C. All information requested of the vendor shall be entered in the appropriate space on the Proposal Bid Forms. Failure to do so may disqualify your proposal.
- D. All information shall be entered in ink or typewritten. Mistakes may be crossed out and corrections inserted before submission of your proposal. The person signing the proposal shall initial corrections in ink.
- E. Corrections and/or modifications received after the closing time will not be accepted. If a change to a proposal that has been submitted is desired, the submitted proposal must be withdrawn and the replacement proposal submitted to City prior to the proposal submission deadline set forth above. Any exceptions to specifications must be stated on the proposal.
- F. Time of delivery shall be stated as the number of calendar days following the signing of the contract to the date of delivery and acceptance by the City.
- G. Each vendor shall state the net price for said item/service delivered F.O.B., Woodland, CA 95776, Wastewater Pollution Control Facility, 42929 County Road 24.
- H. One (1) original and two (2) copies of the proposal must be submitted by the date and at/or prior to the time specified, to be considered. No late proposals, emailed, faxed, or telephone proposals will be accepted. The City will not be responsible for, nor will accept, postmarks from the U.S. Postal Service or other facsimile record of other carriers as proof of timeliness.
- I. An authorized officer or agent of the vendor shall sign all proposals.

- J. All questions concerning this proposal and/or specifications shall be directed to Shane Carlsen via email at shane.carlsen@cityofwoodland.org. All questions are due no later than September 4, 2019, 2:00 PM. Answers to all questions will be issued to all Contractors via the City's WEBSITE.
- K. The contract awarded by the City Council to provide the specified items shall include the City's entire proposal packet and specifications, all submittals provided to the City with the proposal, any written clarifications to the proposal provided by the City to the vendor, and any addendum issued by the City during the proposal period.

2. TAXES

Do not include Federal Excise Tax in your proposal.

3. PAYMENT, TERMS, & INVOICE REQUIREMENTS

- A. Invoices shall be mailed to the City of Woodland – Attention: Wastewater Pollution Control Facility
- B. Only those charges that are identified on the proposal form and agreed upon by the City will be allowed. The Contractor will not be paid for any charges that are not identified on the bid proposal form. Charges shall remain for the period of the contract.
- C. The City has a Net 30 payment policy. All payments will be paid within 30 days of the invoice date.

4. LIABILITIES

The vendor shall hold the City, its officers, agents, and employees harmless from liability of any nature or kind because of use of any copyrighted or non-copyrighted composition, secret process, patented or non-patented invention, articles or appliances furnished or used under this proposal, and agrees to defend, at his/her own expense, any and all actions brought against the City or himself/herself because of the unauthorized use of such articles. The Contractor will be held responsible for any negligence, accidents, etc. arising out of or in connection with the work to be performed under this Agreement.

5. SCHEDULE OF BID PERIOD ACTIVITIES

The tentative schedule and terms of the activities of the project is as follows:

August 20, 2019 – Request for Proposal published, bid period commences
August 21-30, 2019 – Bidders shall schedule Mandatory Jar Testing
September 4, 2019 – **Any and All Questions due by 2:00 pm**
September 10, 2019 – Sealed bids due by 2:00 pm
September 11 – 18, 2019 – Bid evaluations/Internal approval process
October 8, 2019 – Council Award
November 1, 2019 – Contract begins

6. **MANDATORY JAR TESTING**

The Vendor shall demonstrate the proposed coagulant's ability to perform effectively on the water being treated. Arrangements for conducting jar testing are the responsibility of the vendor and shall be made far enough in advance of the proposal (due date) to show effectiveness of the product. All costs related to the jar testing are paid by the Vendor and shall be conducted under the supervision of the WPCF plant staff. In addition, a sample of the proposed product shall be left with the WPCF plant personnel to conduct additional jar testing by plant personnel.

Vendor shall arrange for jar testing with Shane Carlsen, Chief Plant Operator, by contacting him at (530) 661-2054 or at shane.carlsen@cityofwoodland.org

***NOTE: The Mandatory Jar Testing: Any proposals received from vendors who did not perform jar testing will be declared nonresponsive to the RFP.** All prospective contractors will be required to sign in prior to the testing and at the conclusion of the testing.

7. **BID SUBMISSIONS**

Bids can be dropped off or mailed no later than 2:00 pm on Tuesday, September 10th, 2019.

Drop Off/Mail to: 300 First Street, Woodland, CA 95695. Attention: Ana Gonzalez, City Clerk

8. **OWNER CONTACT FOR QUESTIONS**

Bidder must refer all inquiries relating to the requirements of this bid offer to Shane Carlsen, Chief Plant Operator, at 530-661-2054, or by e-mail at shane.carlsen@cityofwoodland.org.

9. **AWARD OF PROPOSAL**

- A. **Competitive Invitation for Proposal:** If more than one proposal is offered by an individual, firm, co-partnership, corporation, association, or any combination thereof under the same or different names, all such proposals may be rejected. All vendors are put on notice that any collusive agreement fixing the prices to be proposed so as to control or effect the awarding of this proposal is in violation of competitive bidding requirements, and may render any proposal under such circumstances void.
- B. **Award of Proposal:** If the proposal is \$25,000 or less, the proposal may be awarded by the Public Works Director. If the proposal is between \$25,001 and \$50,000, the proposal may be awarded by the City Manager. If the proposal is over \$50,000 it shall be presented to the City Council for award. Contracts will be awarded pursuant to the proposal evaluation criteria set forth in this RFP.
- C. The award is to be to the responsive and responsible Contractor/Vendor whose proposal, as clarified and explained, is determined to be the most advantageous to the City of Woodland considering the relative importance of price and the following analysis of experience and technical evaluation factors to provide a coagulant for MLE/Tertiary Wastewater Treatment.

- D. The Vendor may withdraw their proposal at any time prior to the closing time for receipt of proposal without prejudice to them, by submitting a written request for its withdrawal to the City of Woodland, Public Works Department, 300 First Street, Woodland, CA, 95695 prior to the deadline of September 10, 2019.
- E. Within sixty (60) days after the proposal opening, a contract will be awarded by the City. The time for awarding the contract may be extended by the City Council or City Manager for a reasonable time beyond sixty (60) days, as may be required to evaluate proposals, or for such other purposes as the City Council or City Manager may determine. Prices provided by Contractors in response to this RFP are valid for 120 days from the proposal due date. The City intends to award the contract within this time but may request an extension from the Contractors to hold pricing until the contract is awarded.
- F. The City reserves the right: (1) to reject any or all proposals or any part thereof and (2) to waive any informalities and/or negotiate minor deviations to the proposals, with the successful firm. The City's decision shall be final. The City reserves the right to cancel this RFP at any time prior to contract award without obligation in any manner for proposal preparation, interview, fee negotiation or other marketing costs associated with this RFP. Issuance of this RFP and receipt of proposals does not commit the City to award a contract. The City expressly reserves the right to postpone the proposal process for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with more than one Contractor concurrently, or to cancel all or part of this RFP.

10. DATE SERVICES COMMENCE

Services from the successful Contractor will tentatively begin on November 1st, 2019.

11. CHANGES IN CONTRACT

No changes may be made in the contract without written authorization of the City Manager or City Council.

12. INSURANCE

- A. The Contractor must provide proof of insurance meeting the requirements set forth in the Agreement for Services, attached hereto as Exhibit "B" and incorporated herein by this reference. Bidder must submit a letter at time of bid from the bidder's insurance carrier indicating that the insurance company has read the insurance requirements stated therein and will be able to provide the certificate and endorsements for the coverage required. A copy of bidder's insurance policy will not satisfy this requirement.

13. CONFLICT OF INTEREST

- A. The Contractor warrants and covenants that no official or employee of the City, nor any business entity which an official of the City has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, or purchase order, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the City.
- B. The relationship of the Contractor to the City will be that of an independent contractor and not as an officer, employee or agent of the City.

14. FORCE MAJEURE

- A. In the event of emergencies or natural disasters such as fire, flood, blizzard, strike, accident, consequences of foreign or domestic wars, or any other cause beyond the control of the parties to this agreement which will delay or interfere with the use of delivery of the products described in this proposal, deliveries under said agreement may, at the option of either party, be suspended during the period required to remove the cause or repair the damage.
- B. The City reserves the right to acquire from other sources any products necessary for the proper operation of its business during any suspension of agreement pursuant to circumstances outlined above.

15. TERMINATION

City may terminate the contract at any time and for any reason by giving specific written notice to the Contractor of such termination and specifying the effective date thereof, at least seven (7) days prior to the effective date of such termination. If the City terminates the contract provided in this paragraph, Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed. Contractor expressly agrees that no further penalties, remedies, or consideration would be forthcoming in the event of termination for convenience.

16. ADDENDUMS

The vendor is responsible for checking the City's website for addendum(s). Addendum(s) may be posted up to 72 (seventy-two) hours prior to the bid opening. The vendor is responsible for incorporating all addendum(s) into the original proposal package. The proposal form has an area to indicate if any addendum(s) was released by the City, that it was incorporated into the proposal by the vendor. If the vendor does not acknowledge the addendum(s), the City reserves the right to reject the proposal.

17. BUSINESS LICENSE

All businesses doing work in the City should verify with the Finance Department if they are required to be registered for and pay the Woodland Business Tax(es) and/or License. The Contractor and/or subcontractor(s) who is/are awarded the bid shall pay all costs necessary to obtain these licenses and/or tax(es) and maintain them in full force and effect during the term of this Contract.

18. AGREEMENT FOR SERVICES/RFP EXCEPTIONS CERTIFICATION

A copy of the City Agreement for Services is attached hereto as Exhibit "B" for review purposes only (and will not be executed until contract has been awarded). After the proposal has been awarded, a copy of the agreement will be mailed to the successful Contractor. Please only fill out the Contractor information on the Agreement. The dates will also be filled in after the bid has been awarded. In submitting a proposal in response to this RFP, the Contractor is certifying that it takes no exceptions to this RFP including, but not limited to, the Agreement for Services. If any exceptions are taken, such exceptions must be clearly noted in the proposal and may be reason for rejection of the proposal. As such, each Contractor is directed to carefully review the proposed Agreement for Services and, in particular, the insurance and indemnification provisions therein.

PART II

BID SPECIFICATIONS/SCOPE OF WORK

1. GENERAL INFORMATION

The City is requesting proposals from qualified vendors with experience servicing cities and/or counties, to provide aluminum-based coagulants and polymers for wastewater treatment. The vendor will provide a full range of professional services including but not necessarily limited to:

- Coagulant testing, analysis, and timely recommendations to formulation changes.
- Provide on-site product testing, Staff training if needed.
- Detailed reports, follow-up site visits with any recommendations if testing determined a change is needed in dose of coagulant formula.
- Supplemental site visit if plant experiences upset conditions or the coagulant is not performing as expected in the filters.
- Minimum Three (3) site visits per year.

The Contract will be for one (1) five (5) year term November 1, 2019 through June 30, 2024 with the option of two (2) one (1) year extensions.

The Water Pollution Control Facility is located at 42929 County Road 24, Woodland, California 95776. The City of Woodland provides water and wastewater to the Woodland residents. The City operates an MLE/tertiary treatment plant that provides consistent high quality title 22 recycled water for industrial and irrigation uses. The WPCF treatment plant uses coagulation, to enhance cloth media filters performance with a design capacity of 10.4 million gallons per day (MGD).

An aluminum chlorohydrate solution from (San Joaquin Chemical, reagent “P”) is currently being applied as a coagulant for wastewater filtration. The proposed liquid aluminum-based water treatment coagulant, hereinafter called “Coagulant”, shall be a liquid poly-aluminum chloride product or liquid aluminum chlorohydrate product blend. At a minimum, the proposal shall include coagulant unit costs and required dosages for coagulants by weight. The proposed coagulant maybe formulated with polymers to improve clarification.

Estimated quantity required is 250,000 pounds per one (1) year, approximately 32,000 to 35,000 pounds per load (bulk).

2. TECHNICAL SPECIFICATIONS/PERFORMANCE STANDARDS

Services performed under the contract shall be subject to inspection and approval by the Chief Plant Operator. This section outlines the minimum acceptable standards.

A. Quality Assurance

1. Reference Standards. All coagulant or coagulant blends shall meet the requirements of the following except where more detailed or stringent requirements are indicated by the contract documents.

ASTM – Testing Methods and Materials

NSF – For treatment of wastewater/water.

ANSI – For treatment of wastewater/water

2. Experience: Vendors shall have a minimum of three (3) years certifiable experience in the type of coagulant proposed.

B. Delivery Requirements

1. Product Delivery Requirements. Product will be ordered “as needed” and be billed as such. The product shall be delivered FOB to the City of Woodland, Water Pollution Control Facility at 42929 County Road 24, Woodland, CA 95776.

Vendor shall provide for the delivery of the coagulant in a timely manner as specified below. Delivery shall meet all OSHA and DOT regulations and any other Federal and State regulations that are applicable.

A Safety Data Sheet (SDS) and quality control data shall be provided with each delivery. The product that is delivered is subject to inspection and testing by the City of Woodland personnel. Bulk delivery shall be off loaded to bulk storage via compressed air supplied by the tractor/trailer.

No shipment will be allowed to be unloaded without prior consent from plant personnel on-site. **All drivers shall wear all necessary personal protection equipment while connecting, unloading, and disconnecting containers.**

Successful Vendor shall be able to deliver Coagulant within three (3) working days after request and overnight in cases of emergencies. Delivery hours are Monday thru Friday from 8:00 AM to 3:00 PM. Notify Plant Operators twenty-four (24) hours prior to delivery to the WPCF at (530) 661-2054.

3. RESPONSE TIMES

The Contractor shall be available 24/7 via cell phone and shall respond to an emergency within two (2) hours of initial contact during the Contractor’s regular business hours and within (4) hours after hours and weekends at the rate specified in the cost proposal. Successful Contractor will provide the City with their regular business hours and the emergency phone numbers of contracted staff. All contracted staff must have a cell phone, provided to them by the Contractor, while working at the City. The Contractor must inform the City of any contact information changes within 24 hours after the change has taken effect.

4. CONTRACTOR MINIMUM REQUIREMENTS

A. MINIMUM QUALIFICATIONS:

1. Contractor shall possess all applicable licenses, permits and insurance required by the State of California and the City to perform Services as specified herein. All costs thereof shall be deemed included in the price proposed for these Services. Such licenses and certifications are to be presented to the City with this proposal.
2. Contractor shall have a minimum of three (3) years certifiable experience in the type of coagulant proposed and doing business in California.

3. Three (3) municipal references using the proposed product or similar product successfully are to be included with the proposal.
4. The Contractor must demonstrate in their proposal the ability to meet the commence service date identified in PART 1 GENERAL CONDITIONS; Section 5 titled Schedule of Bid Period Activities.
5. The Contractor must have qualified staff with identifiable support personnel dedicated to the sole purpose of assuring the supply of adequate and competent services.
6. The Contractor must have a central office capable of supervising and monitoring this service and the satisfactory completion of the contract work scope.

B. MINIMUM WORK REQUIREMENTS:

1. The Contractor shall ensure employees are qualified to operate equipment. The Contractor shall maintain records of each individual's training and certifications. The Contractor shall ensure that all employees are properly trained in the application and mixing of chemicals used and wear appropriate protective equipment where applicable.
2. Contractor employees shall be required to wear a photo name badge for identification purposes.

C. SAFETY REQUIREMENTS:

All services must comply with current safety orders of the California Department of Industrial Relations and CAL/O.S.H.A. (California/Occupational Safety and Health Administration).

D. PERFORMANCE, SUBMITTALS & WARRANTIES

- a. Contractor shall ensure that all chemicals and other supplies will be used in accordance with all federal, state, and local laws.
- b. The City, in advance of any application, must approve all chemicals and supplies to be used. Contractor shall comply with Material Safety Data Sheets (MSDS), Safety Data Sheets (SDS) and Technical Analysis Data Sheets and they must be on-site and available for all chemicals stored and used within the service area on the first day of the contract.

- c. Coagulant shall be a primary coagulant for wastewater filtration and shall be fed straight without dilution.
- d. Coagulant shall produce a dense, rapid forming, easy to settle floc.
- e. Coagulant shall be free of odor.
- f. Product shall not produce a film on the surface of the water in the filtering process.
- g. Coagulant shall be in liquid form and 100% miscible with water in all proportions.
- h. Product shall be free of algae, fungus or any other biological growth and shall not increase TOC concentrations in finished water.
- i. Product shall contain no substance in quantities capable of producing deleterious or injurious effects to health of those using water that has been properly treated. A service representative shall be available within twenty-four (24) hours after summons, to provide guidance and assistance, as needed, in the application and use of this product.
- j. The product must perform equal or better than similar products now in use, as compared to trended data of plant process instrumentation for the following: **Turbidity, UV transmittance, PH, and coliform**. Grab samples for turbidity shall be collected with jar testing.
- k. Product offered must meet or exceed all EPA, or other regulatory agencies requirements for the treatment of wastewater.
- l. The proposal shall include vendor's recommendations and instructions for product to provide wastewater filtration. The contractor shall supply the manufacturer's name and the manufacturing location for the product.
- m. **The Vendor shall demonstrate the proposed coagulant's ability to perform effectively on the water being treated. Arrangements for conducting mandatory jar testing are the responsibility of the vendor and shall be made far enough in advance of the proposal (due date) to show effectiveness of the product. All costs related to the jar testing are paid by the Vendor and shall be conducted under the supervision of the WPCF plant staff. In addition, a sample of the proposed product shall be left with the WPCF plant personnel to conduct additional jar testing by plant personnel. Vendor shall arrange for jar testing with Shane Carlsen, Chief Plant Operator, by contacting him at (530) 661-2054 or at shane.carlsen@cityofwoodland.org**
- n. The unit price shall be in product wet pounds of shipment that is delivered, Coagulant shall be priced on a bulk rate basis at approximately 32,000 to 35,000 pounds per load (bulk).

- o. Notwithstanding any other provisions of this proposal, the contractor warrants that the materials, supplies, and services furnished shall be of the most suitable grade. Such warranties shall include performance, workmanship, labor, and materials.
- p. The successful vendor shall remove the product from the City of Woodland, Water Pollution Control Facility (WPCF) immediately upon substantial proof that the product offered is not performing the expected results as per specifications above. The WPCF Chief Plant Operator or Manager will notify the successful vendor of unacceptable results in product performance and/or failure to meet specified requirements. The WPCF Chief Plant Operator or Manager decision shall be final. A period of two (2) weeks will be allowed for removal of product.
- q. Contractor shall exercise due care to protect all existing facilities, structures, and utilities. Any damage to City property due to Contractor neglect shall be corrected or paid for by the Contractor. Any damage to property or other problems shall be reported immediately.

E. INVOICING:

1. Services Invoice:

The Contractor will mail invoices directly to the WPCF. The Contractor will provide the following breakdown of information in written form on each invoice or as directed otherwise:

- (a) Location/City Department
- (b) Type & date of services performed (Exhibit "A" of the Agreement)
- (c) Cost of Service
- (d) Name of technician(s) who performed service.

5. AWARDED CONTRACTOR REQUIREMENTS

- A. Upon acceptance of the proposal, the Contractor shall assign a Project Manager. The Project Manager shall be responsible for overseeing the management of the work.
- B. The successful Contractor must supply all insurance requirements as required in the Agreement for Services attached hereto as Exhibit "B".

PART III

PROPOSAL REQUIREMENTS

1. PROPOSAL REQUIREMENTS

A. General Requirements

The following material is required:

The proposer shall submit an unbound signed original and two (2) bound copies of a Technical Proposal to include the following:

1. Title Page

Title page showing the request for proposal's subject; the firm's name; the name, address, email address, telephone and fax number of the primary contact person; and the date of the proposal.

2. Table of Contents

3. Transmittal Letter

A signed letter of transmittal briefly stating the proposer's understanding of the work to be done, the commitment to perform the work within the time period, a statement why the firm believes itself to be best qualified to perform the engagement and a statement that the proposal is a firm and irrevocable offer for 120 days.

4. Original Proposal Form

Complete Original Proposal Form including price summary, signatures, and dates. Please attach any notes or exceptions fully explained with form.

5. Vendor Disclosure Statement

Complete Vendor Disclosure Statement including any required attachments.

6. Insurance and Liability Documents

7. W-9

8. Business License

9. Technical Detail Proposal

B. Technical Detail Proposal

The purpose of the Technical Detail Proposal is to demonstrate the qualifications, competence and capacity of the Contractor seeking to perform services for the City in conformity with the requirement of this request for proposals. The Technical Detail Proposal should demonstrate the qualifications of the Contractor and of the particular staff to be assigned to this engagement. It should also specify professional services approach that will meet the request for proposal's requirements.

The Technical Detail Proposal should address all the points outlined in the proposal requirements. The proposal should provide a straightforward, concise description of the proposer's capabilities to satisfy the requirements of the request for proposal with any notes, examples or exceptions fully explained. While additional data may be presented, the details shall include a description of the coagulant, including the percent aluminum in % Al_2O_3 , and/or polymers. The proposal shall include characteristics of the coagulant including specific gravity, PH, and basicity of proposed coagulant. Clearly indicate optimal dosages (in PPM or mg/L) of coagulants that were used to achieve the greatest reduction in turbidity based on the jar testing performed on the City of Woodland's secondary effluent in the last four (4) months, all jar testing results and supporting documentation shall be included with proposal.

C. Cost

Pricing (Original Proposal Form) should include cost for the following:

Total All-Inclusive Maximum Price

The dollar cost should contain all pricing information relative to performing the services as described in this request for proposal. The total all - inclusive maximum price to be bid is to contain all direct and indirect costs including all out-of-pocket expenses, and applicable taxes.

1. A Total All-Inclusive Maximum Price for services.
2. A breakdown of any anticipated rate changes within the initial five (5) year contract period.
3. The term of the contract may be extended by mutual consent for an additional two (2), one (1) year periods. During this extended period, unit prices may not be increased by more than the percentage change in the US Consumer Price Index (CPI).

2. EVALUATION CRITERIA

Proposals will be evaluated using three sets of criteria. Firms meeting the mandatory criteria will have their proposals evaluated and scored for both technical qualifications and price, if qualified. The following represent the principal selection criteria which will be considered during the evaluation process. An Evaluation Committee comprising internal City Staff will screen and review all proposals according to the weighted criteria set forth above. While price is one basic factor for award, it is not the sole consideration.

a. Mandatory Elements (Pass/Fail)

1. The Contractor is licensed to practice in California.
2. The Contractor has no conflict of interest with regard to any other work performed by the firm for the City.
3. The Contractor adheres to the instructions in this request for proposal on preparing and submitting the proposal.

b. Price (Maximum Points – 30)

1. Lowest bidder for service from Original Proposal Form will receive full points.
2. High bids will receive a weighted score relative to the lowest bid.

c. Qualifications of Contractor and Financial Stability (Maximum Points – 40)

1. The firm's relevant experience and references on comparable government engagements.
2. Free of liens and encumbrances that could potentially affect a contract with the City of Woodland.
3. The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation.

d. Qualifications of Staff, Operation, Facility, and Resources (Maximum Points – 30)

1. Number of personnel supporting contract and list of certifications/qualifications held by specific job classifications.
2. Track record in Meeting EPA, or other regulatory agencies requirements as it relates to the proposal.
3. Description of Management personnel, their background/experience, assigned to contract, and responsibility.
4. Length of time company has provided services to wastewater/water utility industry.

**ORIGINAL PROPOSAL FORM
FOR
ANNUAL SUPPLY OF LIQUID ALUMINUM-BASED
WASTEWATER TREATMENT COAGULANTS AND POLYMERS**

To: The City of Woodland

Public Works

Water Pollution Control Facility

300 first Street

Woodland, CA 95695

Attention: Ana Gonzalez

The undersigned Vendor, having read and examined the requirements and specifications for the above, proposes to supply the chemical set forth in the Original Proposal. All prices stated herein are firm for twelve (12) months after date of Purchase Order and shall not be subject to adjustments. All prices are stated in U.S. dollars.

The undersigned acknowledges receipt, understanding, and full consideration of the following addenda to the contract: Addenda No. _____

PRICE

The undersigned Vendor hereby proposes to furnish the following product, as described herein, for the price of:

ATTACHMENTS	QUANTITY	DESCRIPTION	UNIT PRICE (PER POUND)	EXTENDED COST
Jar Testing Results and Recommended Dosages	250,000 Pounds (Estimated Yearly Usage)	Liquid Aluminum-Based Coagulants or Poly-aluminum chlorohydrate solution, Polymers. *Submit pricing based on a bulk rate at approximately 32,000 to 35,000 pounds per load. *Pricing includes full range of professional services as detailed in the RFP		
		Base Product Name: _____ _____ Delivery in Days (ARO):		

The City of Woodland reserves the right to contract for each of the above-described elements individually or as a whole at their own discretion. All goods and services are to be proposed FOB City of Woodland, Water Pollution Control Facility, 42929 county road 24, Woodland, CA 95776. This contract shall be for a period of five (5) years from the date of the purchase order with the option to renew for an additional two (2), one (1) year periods, if service and cost are satisfactory, and the renewal is agreed upon in writing by both parties. The City of Woodland has the right to increase or decrease quantities as deemed necessary. In proposal, stipulate whether the increase or decrease will affect proposal price.

() Yes, an increase or decrease in quantity will affect proposal price above.

() No, an increase or decrease in quantity will not affect proposal price above.

Company Name:_____

Authorized Company Representative:_____
(Print Name and Title)

Authorized Company Representative:_____
Signature

Company Address:_____

City	State	Zip Code
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Telephone #:_____ Fax #:_____

Twenty-Four Hour Telephone #:_____

Email:_____

VENDOR DISCLOSURE STATEMENT

1. Company Name
2. Address
3. What is the ownership structure of the business unit? Is the business unit an independent business or a division or subsidiary of a larger corporation? Is the ultimate ownership public or private?
4. Firm Description: Provide succinct descriptions of your firm, including relevant information about the firm's capacities, size, range of services (including experience with proposed solution), and length of time in existence. Include a statement of the firm's qualifications for performing the subject services. (General promotional materials should be bound separately and placed in an appendix.)
5. How long has your company or division provided services to the wastewater/water utility industry? To other industries?
6. Please provide all recent client references for services. For each client, please provide:
 - Client name, address, and phone number
 - Client contact
 - Indication of size of similar system
 - Years of usage
 - Significant subcontractors; if other subcontractors are to be involved with the performance of these services, those subcontractors should comply with above items.
7. What has been your track record in meeting all EPA, or other regulatory agencies requirements for the treatment of wastewater/water to be used for recycled water and released to the environment?
8. Qualification of Key Personnel: Provide the names of the firm's key personnel who will be providing technical support for use of the product(s), and a synopsis of their experience relevant to the work contemplated herein. Specify experience of key personnel in each of the relevant areas.
9. The proposing agency warrants and covenants that no official or employee of The City of Woodland, nor any business entity in which The City of Woodland has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to The City of Woodland.

(Please attach W-9)

EXHIBIT "B"

AGREEMENT FOR CHEMICAL SERVICES

1. PARTIES AND DATE.

This Agreement for Chemical Services ("Agreement") is made and entered into this ____ day of _____, 2019, by and between the **City of Woodland**, ("City") and **[INSERT NAME OF COMPANY]**, a **[INSERT TYPE OF BUSINESS e.g., CORPORATION]**, with its principal place of business at **[INSERT ADDRESS]** ("Contractor"). City and Contractor are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Contractor.

Contractor desires to perform and assume responsibility for the provision of certain chemical services required by City on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing chemical services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Contractor to render such services for the project ("Project") as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Contractor promises and agrees to furnish to City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the services and advice on various issues affecting the decisions of City regarding the Project and on other programs and matters affecting City ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from the date first specified above to **June 30, 2024**, unless earlier terminated as provided herein. City shall have the unilateral option, at its sole discretion, to renew this Agreement annually for no more than **two (2) additional one-year terms**. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Contractor.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Contractor or under its supervision. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this

Agreement. City retains Contractor on an independent contractor basis and not as an employee of City. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of City and shall at all times be under Contractor's exclusive direction and control. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Contractor represents that it has the skilled personnel required to perform the Services in conformance with such conditions. In order to facilitate Contractor's conformance with the Schedule, City shall respond to Contractor's submittals in a timely manner. Upon request of City, Contractor shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Contractor shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Contractor has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Contractor may substitute other personnel of at least equal competence and experience upon written approval of City. In the event that City and Contractor cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to City, or who are determined by City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by Contractor at the request of City. The key personnel for performance of this Agreement are as follows: **[INSERT NAME(S)]**.

3.2.5 City's Representative. City hereby designates **the Chief Plant Operator**, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of City for all purposes under this Agreement. Contractor shall not accept direction or orders from any person other than City's Representative or his or her designee.

3.2.6 Contractor's Representative. Contractor hereby designates **[INSERT NAME OR TITLE]**, or his or her designee, to act as its representative for the performance of this Agreement ("Contractor's Representative"). Contractor's Representative shall have full authority to represent and act on behalf of Contractor for all purposes under this Agreement. Contractor's Representative shall supervise and direct the Services, using his or her best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Contractor agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards

generally recognized as being employed by contractors in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the calling necessary to perform the Services. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including any required business license, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Contractor shall perform, at its own cost and expense and without reimbursement from City, any services necessary to correct errors or omissions which are caused by Contractor's failure to comply with the standard of care provided for herein, and shall be fully responsible to City for all damages and other liabilities provided for in the indemnification provisions of this Agreement arising from the Contractor's errors and omissions. Any employee of Contractor or its subcontractors who is determined by City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to City, shall be promptly removed from the Project by Contractor and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Services. If Contractor performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to City, Contractor shall be solely responsible for all costs arising therefrom. Contractor shall defend, indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

(a) Time for Compliance. Contractor shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Contractor, its agents, representatives, employees or subcontractors. Contractor shall not commence work under this Agreement until it has provided evidence satisfactory to City that it has secured all insurance required under this section. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to City that the subcontractor has secured all insurance required under this section.

(b) Types of Required Coverages. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder and without limiting the indemnity provisions of the Agreement, Contractor in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement, the following policies of insurance.

(i) Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as the latest version of the Insurance Services Office "occurrence" form CG 0001, with minimum limits of at least \$1,000,000 per occurrence. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions limiting coverage for (1) products and completed operations; (2)

contractual liability; (3) third party action over claims; or (4) cross liability exclusion for claims or suits by one insured against another.

(ii) **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as the latest version of Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1) with minimum limits of \$1,000,000 each accident. The policy is to contain, or be endorsed to contain the following provisions: Pollution Liability – Broadened Coverage for Autos using ISO Form CA 9948, or an endorsement containing the exact same coverage and endorsement for Motor Carrier Policies of Insurance for Public Liability Under Sections 29 and 30 of the Motor Carrier Act of 1980 – Form MCS 90. In the event that the automobile liability policy contains an exclusion for Wrong Delivery of Liquid Products, ISO Form CA 23 05, or similar exclusion endorsement, the general liability policy shall be endorsed to provide this coverage.

(iii) **Workers' Compensation and Employer's Liability:** Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

(iv) **Contractors Pollution Liability:** Contractors Pollution Liability Insurance covering all of Contractor's operations to include onsite and offsite coverage for bodily injury (including death and mental anguish), property damage, defense costs and cleanup costs with minimum limits of \$5 million per loss and \$10 million total all losses. Non-owned disposal site coverage shall be provided if handling, storing or generating hazardous materials or any material/substance otherwise regulated under environmental laws/regulations.

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

(c) **Endorsements.**

(i) The policy or policies of insurance required by Section 3.2.10(b) (i) Commercial General Liability and (ii) Automobile Liability Insurance and (iv) Contractor's Pollution Liability shall be endorsed to provide the following:

- (1) **Additional Insured:** City, its directors, members, officials, officers, employees and agents shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Endorsements shall be issued on a combination of ISO CG 20 10 and CG 20 37 or exact equivalents. Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Contractor; or (4) contain any other exclusions contrary to the Agreement.
- (2) **Primary Insurance and Non-Contributing Insurance:** This insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the City, its directors, members, officials,

officers, employees and agents shall not contribute with this primary insurance.

- (3) Severability: In the event of one insured, whether named or additional, incurs liability to any other of the insureds, whether named or additional, the policy shall cover the insured against whom claim is or may be made in the same manner as if separate policies had been issued to each insured, except that the limits of insurance shall not be increased thereby.
- (4) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon City except ten (10) days prior written notice shall be allowed for non-payment of premium.
- (5) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the City, its directors, members, officials, officers, employees and agents.
- (6) Duties: Any failure by the named insured to comply with reporting provisions of the policy or breaches or violations of warranties shall not affect coverage provided to the City, its directors, members, officials, officers, employees and agents.
- (7) Applicability: That the coverage provided therein shall apply to the obligations assumed by Contractor under the indemnity provisions of the Agreement, unless the policy or policies contain a blanket form of contractual liability coverage.

(ii) The policy or policies of insurance required by Section 3.2.10(b) (iii) Workers' Compensation shall be endorsed, as follows:

- (1) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the City, its directors, members, officials, officers, employees and agents.
- (2) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon City except ten (10) days prior written notice shall be allowed for non-payment of premium.

(d) Deductible. Any deductible or self-insured retention must be approved in writing by City and shall protect the City, its directors, members, officials, officers, employees and agents in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

(e) Evidence of Insurance. Contractor, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with City. If such coverage is cancelled or reduced, Contractor shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

(f) Failure to Maintain Coverage. Contractor agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to City. City shall have the right to withhold any payment due Contractor until Contractor has fully complied with the insurance provisions of this Agreement.

In the event that Contractor's operations are suspended for failure to maintain required insurance coverage, Contractor shall not be entitled to an extension of time for completion of the work because of production lost during suspension.

(g) Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A-:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

(h) Insurance for Subcontractors. Contractor shall be responsible for causing subcontractors to purchase the appropriate insurance in compliance with the terms of this Agreement, including adding City as an Additional Insured to the subcontractor's policies.

3.2.11 Safety. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and procedures; (B) instructions in accident prevention for all employees and subcontractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.3 Fees and Payments.

3.3.1 Compensation. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. Any applicable taxes are already included in the pricing set forth in Exhibit "C." The total compensation shall not exceed **[INSERT WRITTEN DOLLAR AMOUNT]** dollars (\$**[INSERT NUMBER]**) without written approval of City's **[INSERT TITLE]**. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Contractor shall submit to City a monthly itemized statement which indicates work completed and hours of Services rendered by Contractor. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Contractor shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Contractor perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without written authorization from City's Representative.

3.3.5 Rate Increases. In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth in Exhibit "C" shall be adjusted each year at the time of renewal in accordance with the Consumer Price Index, or at the percentage rate set forth in Exhibit "C."

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Contractor shall maintain complete and accurate records with respect to all costs and expenses incurred and fees charged under this Agreement. All such records shall be clearly identifiable. Contractor shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Contractor shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 Delivery of Goods.

3.5.1 Delivery Hours. Contractor shall deliver goods within three business days of a confirmed request for each delivery. Hours of delivery shall be Monday through Friday, [INSERT TIMES].

3.5.2 Delivery Equipment. Contractor's delivery personnel shall have the applicable adapter/connectors and hoses to complete the delivery.

3.5.3 Delivery Quantity. Quantities of goods ordered may increase or decrease to meet the requirements of the City during the duration of this Agreement. The City does not guarantee a minimum quantity, and the City reserves the right to purchase more or less product units on an as-needed basis.

3.5.4 Certificate of Analysis. A certificate of is required with each load before the goods can be unloaded.

3.5.5 Samples. Delivery vehicles shall be equipped to safely provide samples of Goods, before off loading.

3.5.6 Weight-Master's Certificate. A weight-master's certificate shall be included at the time of delivery. The certificates shall show the weight of the material delivered.

If a split transport load is handled, Contractor shall furnish a second weight-master's certificate within one (1) hour of the original shipment.

3.5.7 MSDS/SDS. Under this Agreement, a manufacturer's Material Safety Data Sheet (MSDS) or Safety Data Sheet (SDS) shall be included with the first delivery of the goods or after any change in composition of the product, a change in manufacturing process, a change in supplier, or a change in labeling/packaging of the product.

3.5.8 Location. Deliveries shall be made to:

City of Woodland, Wastewater Pollution Control Facility
42929 County Road 24 Woodland, CA 95776
Attn: Shane Carlsen, Chief Plant Operator

3.5.9 Inspection. Delivery does not constitute acceptance. The City reserves the right to inspect any goods for conformance with the specifications contained herein. Goods discovered to be in noncompliance shall be returned and immediately replaced with conforming goods at Contractor's sole expense. The City shall be reimbursed for any additional cost incurred as a result of Contractor's lack of conformance.

3.5.10 Personal Protective Equipment (PPE). Contractor shall wear appropriate PPE when taking samples and off-loading product.

3.5.11 Emergency Spill Plan. In the event of accidents or spills on City property, Contractor shall follow the procedures of its emergency spill plan. The emergency spill plan shall include, at a minimum, the annual training the delivery driver receives to deal with material spills, emergency equipment the delivery truck has on board, the type and frequency of equipment inspections, emergency contact telephone numbers and names of personnel the City can contact in case of problems. Contractor shall provide a copy of its emergency spill plan to City and any updates thereto prior to initiating delivery of any goods under this Agreement

3.5.12 Safety and Compliance with the Law. Contractor and goods provided shall comply with all applicable laws and regulations of the federal, state and local government including Cal/OSHA requirements, requirements for verification of employees' legal right to work in the United States, air pollution control laws and regulations as applicable to the Contractor, and all relevant U.S. Department of Transportation or Department of Homeland Security regulations pertaining to transportation of hazardous waste, substances and/or materials, as those regulations may be amended from time to time and/or incorporated into state or local laws, regulations and ordinances. If requested, Contractor shall supply to the City information regarding the Contractor's safety ratings, safety audits and implementation of security plans or measures for complying with said regulations. Contractor is responsible for all costs of clean up and/or removal of hazardous and toxic substances spilled as a result of its services or operations provided under this Agreement.

3.5.13 Warranty. Contractor warrants that the goods delivered hereunder meet the Current ANSI standard for coagulants and polymers.

3.6 General Provisions.

3.6.1 Termination of Agreement.

(a) Grounds for Termination. City may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least seven

(7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been fully and adequately rendered to City through the effective date of the termination, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause.

(b) Effect of Termination. If this Agreement is terminated as provided herein, City may require Contractor to provide all finished or unfinished Documents and Data, as defined below, and other information of any kind prepared by Contractor in connection with the performance of Services under this Agreement. Contractor shall be required to provide such document and other information within fifteen (15) days of the request.

(c) Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.6.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Contractor:

**[INSERT NAME
ADDRESS
ADDRESS
CONTACT PERSON]**

City:

City of Woodland
300 First Street
Woodland, CA 95695

Attn: **Shane Carlsen, Public Works Department**

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.6.3 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.6.4 Attorneys' Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorneys' fees and all costs of such action.

3.6.5 Indemnification. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, subcontractors and subcontractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages, attorneys' fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs, including reasonable attorneys' fees, incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by City or its directors, officials, officers, employees, agents or volunteers. Notwithstanding the foregoing, to the extent Contractor's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor. This section shall survive any expiration or termination of this Agreement.

3.6.6 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be supplemented, amended or modified by a writing signed by both Parties.

3.6.7 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Yolo County.

3.6.8 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.6.9 City's Right to Employ Other Contractors. City reserves the right to employ other Contractors in connection with this Project.

3.6.10 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.6.11 Assignment or Transfer. Contractor shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of City. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.6.12 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Contractor include all personnel, employees, agents, and subcontractors of Contractor, except as otherwise specified in this Agreement. All references to City include its

elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.6.13 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.6.14 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.6.15 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.6.16 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.6.17 Prohibited Interests. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.6.18 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Contractor shall also comply with all relevant provisions of any minority business enterprise program, affirmative action plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.6.19 Labor Certification. By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.6.20 Authority to Enter Agreement. Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.6.21 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.6.22 Employment Adverse to City. Contractor shall notify City, and shall obtain City's written consent, prior to accepting work to assist with or participate in a third-party lawsuit or other legal or administrative proceeding against City during the term of this Agreement.

3.6.23 Conflict of Employment. Employment by Contractor of personnel currently on the payroll of City shall not be permitted in the performance of this Agreement, even though such employment may occur outside of the employee's regular working hours or on weekends, holidays or vacation time. Further, the employment by Contractor of personnel who have been on City's payroll within one year prior to the date of execution of this Agreement, where this employment is caused by and or dependent upon Contractor securing this or related Agreements with City, is prohibited.

3.6.24 Survival. All rights and obligations hereunder that by their nature are to continue after any expiration or termination of this Agreement, including, but not limited to, the indemnification and confidentiality obligations, and the obligations related to receipt of subpoenas or court orders, shall survive any such expiration or termination.

3.6.25 Subcontracting. Contractor shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

SIGNATURES ON FOLLOWING PAGE

**SIGNATURE PAGE FOR AGREEMENT
FOR CHEMICAL SERVICES**

IN WITNESS WHEREOF, this Agreement was executed on the date first written above.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF WOODLAND

[INSERT NAME OF CONTRACTOR]

By: _____

Paul Navazio

City Manager

By: _____

Its: _____

Printed Name: _____

ATTEST:

By: _____

City Clerk

APPROVED AS TO FORM:

By: _____

City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

[INSERT SCOPE OF SERVICES]

EXHIBIT "B"

SCHEDULE OF SERVICES

[INSERT SCHEDULE OF SERVICES]

In the event that this Agreement is renewed pursuant to Section 3.1.2, the first renewal period shall be from **July 1, 2024 – June 30, 2025**. The second renewal period shall be from **July 1, 2025 – June 30, 2026**.

EXHIBIT "C"

COMPENSATION

[INSERT RATES & AUTHORIZED REIMBURSABLE EXPENSES]

In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth above shall be adjusted each year at the time of renewal described in Exhibit "B" in accordance with the Consumer Price Index.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING
AND APPROVING THE PURCHASE OF COAGULANTS FROM SAN JOAQUIN
CHEMICALS, INC. IN THE AMOUNT NOT-TO-EXCEED \$850,000 (\$170,000 ANNUALLY)
FOR THE DURATION OF THE 5 YEAR AGREEMENT BEGINNING OCTOBER 15th 2019
AND CONTINUING THROUGH JUNE 30th 2024.**

WHEREAS, there are dozens of coagulant manufacturers; each produces proprietary formulations of these chemicals. The effectiveness of a given product can vary greatly from plant to plant dependent upon influent constituents and plant treatment processes; and

WHEREAS, the use of coagulant chemicals as part of the wastewater treatment process at the City's Water Pollution Control Facility (WPCF) is a required element of the City's National Pollutant Discharge Elimination System (NPDES) permit and is regulated by the Regional Water Quality Control Board.

WHEREAS, coagulants act to increase the efficiency of the filtration system at the WPCF and are especially important in maintaining acceptable final effluent quality during treatment process upsets. Given their importance in the treatment process, it is critical to maintain a consistent and reliable source of coagulants; and

WHEREAS, the City of Woodland WPCF has completed the competitive bidding process and extensive testing of coagulants from multiple vendors.

WHEREAS, the WPCF has experienced success with coagulants provided by San Joaquin Chemicals, Inc. and their ability to offer assistance with testing and evaluating their coagulants to ensure the City is using the right products in the most cost-effective manner; and

WHEREAS, the City Manager has determined that through the competitive bidding process that San Joaquin Chemicals, Inc. is the lowest bidder for coagulants for the treatment of wastewater and it is in the best interests of the City and its administrative operations based on the foregoing facts; and

WHEREAS, the terms of the contract shall be in effect from October 15th 2019 through June 30th 2024 and is in an amount of \$850,000 (\$170,000 annually); and

WHEREAS, funding for these chemicals has been previously approved in the current FY20 budget and no additional funds are being requested.

NOW, THEREFORE, BE IT RESOLVED

SECTION 1. The above recitals are true and correct and adopted herein by this reference.

SECTION 2. That the City Council hereby approves and adopts the City Manager's determination that San Joaquin Chemicals, Inc. was the lowest bid for coagulants for the wastewater treatment plant for an amount of \$850,00 (\$170,000 annually) for the duration of the agreement beginning on October 15th 2019 and continuing through June 30th 2024, is in the best interests of the City and approves award of a contract to San Joaquin Chemicals, Inc. for the same.

SECTION 3. That the City Council hereby authorizes The City Manager to execute a contract with San Joaquin Chemicals, Inc., in an amount of \$850,000 (\$170,000.00 annually) , for the purchase of coagulants.

PASSED AND ADOPTED this 15th day of October, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Xochitl Rodriguez, Mayor

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

ATTEST: _____

Ana Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: H.9.
SUBJECT: Authorize the Sole-Source Purchase of Ultraviolet (UV) Lamps and other Associated Parts for Effluent Disinfection Purposes at the Water Pollution Control Facility

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the sole-source purchase of UV lamps, wiper system components, sleeves and other system parts from DC Frost Associates, Inc. with an amount not-to-exceed \$364,000.

Staff Contact

Shane Carlsen, Chief Plant Operator, (530) 661-2054, shane.carlsen@cityofwoodland.org.

Fiscal Impact

No additional funds are being requested for this procurement. The FY 2019-20 budget, previously approved by Council on 7/9/19, included \$364,000 for the purchase of UV lamps, wiper system components, sleeves and other system parts for the Water Pollution Control Facility (WPCF).

Background:

UV lamps are a part of the wastewater disinfection system/treatment process at the WPCF. Disinfection is the final treatment procedure and inactivates any remaining pathogens prior to discharge of the final effluent. Given the importance of final disinfection in the treatment process, it is critical to maintain a functionally reliable disinfection system. In addition, this process is a required element of the City's National Pollutant Discharge Elimination System (NPDES) permit which is regulated by the Regional Water Quality Control Board (RWQCB).

There are multiple manufacturers of UV lamps, each producing lamps of differing qualities, (i.e., UV intensity and duration of effective operation). The effectiveness of a given lamp can vary greatly from plant to plant dependent upon design and treatment processes. As such, the NPDES permit is conditioned to the type of lamp that was Title 22 bioassay tested and the lamp type is specifically approved by The California Department of Health Services (CDPH) at the time of initial disinfection system installation. Currently, the WPCF is using the permitted Trojan brand UV disinfection system utilizing lamps approved and validated by Trojan Technologies and distributed by DC Frost Associates, Inc. To change lamp manufacturers, a Title 22 bioassay test must be performed and the results approved by the CDPH. The testing process is expensive (approximately \$45,000) and does not ensure CDPH approval.

Discussion

Due to the success we've experienced with lamps approved and validated by Trojan Technologies and to maintain compliance with our NPDES permit, we wish to sole-source the purchase of the UV lamps from DC Frost Associates, Inc. Their staff has shown themselves to be dedicated in supporting the City's needs and offer assistance with testing, evaluating, parts and repair of the UV system.

At the WPCF there are 10 banks of UV lights, each containing 168 lamps. This purchase is for 2 to 4 banks and other parts needed to maintain the system. These lamps are designed to provide a useful operating life of

12,000 hours. Our experience indicates they start losing intensity (their ability to disinfect) at about 10,000 hours. As such, they are replaced when their operating hours fall between 10,000 and 12,000 hours. Exceeding the 12,000 hours places the lamps outside of the manufacturer's recommended replacement time frame which, in turn, places the plant in violation of its NPDES permit.

Public Contract Code Section 3400 allows the City to specify sole-source products, brands or trade names in its specifications for Public Works projects if the City Council has made certain findings related to the product or item. One of the permissible grounds for a sole-source finding is that the product or item is needed to match other products in use at City facilities in order to establish uniform, complete and compatible system/specifications for City facilities (See Public Contract Code § 3400(b)(2)). Further, competitive bidding is not required when the City determines it would produce no advantage for the City, or the advertising for bids is futile, undesirable, impractical or impossible. (Graydon v. Pasadena Redevelopment Agency (1980) 104 Cal.App.3d 631; see also Los Angeles Dredging Co. v. City of Long Beach (1930) 210 Cal. 348; Los Angeles Gas & Electric Corp. v. City of Los Angeles (1922) 188 Cal. 307, 319.)

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, authorizing the sole-source purchase of UV lamps and other parts to maintain the system from DC Frost Associates, Inc. with an amount not-to-exceed \$364,000.

Prepared by: Shane Carlsen, Chief Plant Operator

Reviewed by: Craig Locke, Public Works Director



Paul Navazio
City Manager

Attachments:

1. DC Frost UV Lamps - WPCF .

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING AND APPROVING THE CITY MANAGER'S DETERMINATION THAT THE SOLE-SOURCE PURCHASE OF ULTRA VIOLET LAMPS AND OTHER PARTS TO MAINTAIN THE UV SYSTEM FROM DC FROST ASSOCIATES, INC., IN AN AMOUNT NOT-TO-EXCEED \$364,000.00, IS IN THE CITY'S BEST INTERESTS, AND APPROVING THE AWARD OF A CONTRACT TO DC FROST ASSOCIATES, INC., FOR THE SAME

WHEREAS, there are multiple manufacturers of UV lamps, each producing lamps of differing qualities. The effectiveness of a given lamp can vary greatly from plant to plant depending upon design and treatment processes. As such, the National Pollution Discharge Elimination System (NPDES) permit is conditioned to the type of lamp that was Title 22 bioassay tested and the lamp type is specifically approved by California Department of Health Services (CDPH) at the time of initial disinfection system installation; and

WHEREAS, the City's Water Pollution Control Facility (WPCF) is using the permitted Trojan brand UV disinfection system utilizing lamps approved and validated by Trojan Technologies and distributed by DC Frost Associates, Inc.; and

WHEREAS, at the WPCF there are 10 banks of UV lights, each containing 168 lamps. This purchase is for 2-4 banks of lamps and other parts to Maintain the system. These lamps are designed to provide a useful operating life of 12,000 hours. Our experience indicates they start losing intensity (their ability to disinfect) at about 10,000 hours. As such, they are replaced when their operating hours fall between 10,000 and 12,000 hours. Exceeding the 12,000 hours places the lamps outside of the manufacturer's recommended replacement time frame which, in turn, places the plant in violation of its NPDES permit; and

WHEREAS, due to the success the City has experienced with lamps approved and validated by Trojan Technologies to maintain compliance with our NPDES permit and to match the existing lamps in use, the City wishes to sole-source the purchase of the UV lamps from DC Frost Associates, Inc. Moreover, the vendor's staff has shown themselves to be dedicated in supporting the City's needs and offer assistance with testing, evaluating, parts and repair of the UV system. If the City were to change lamp manufacturers, a Title 22 bioassay test would need to be performed and the results approved by CDPH. The testing process is expensive (approximately \$45,000) and does not ensure CDPH approval; and

WHEREAS, Woodland Municipal Code section 17B-140(e) provides that the City Manager may approve of the waiver of competitive bidding when a determination is made that it is in the best interest of the City and its administrative operations to dispense with public bidding; and

WHEREAS, the City Manager has determined that the waiver of competitive bidding for ultra violet (UV) lamps from DC Frost Associates, Inc., used in the disinfection/treatment of wastewater is in the best interests of the City and its administrative operations based on the foregoing facts; and

WHEREAS, California case law excuses compliance with competitive bidding requirements in exceptional circumstances such as where requests for competitive bids would be futile, unavailing, or would produce an advantage, including when there is only one contracting party who can complete the work (*Los Angeles Dredging Co. v. Long Beach* (1930) 210 Cal. 348; *Graydon v. Pasadena Redevelopment Agency* (1980) 104 Cal. App. 3d 631); and

WHEREAS, the UV system at the WPCF was designed and manufactured by Trojan Technologies; and

WHEREAS, DC Frost Associates, Inc. is the authorized representative of Trojan Technologies for the State of California and provides UV lamps that are approved and validated by Trojan Technologies; and

WHEREAS, this product is necessary to comply with requirements dictated by the wastewater treatment plant's NPDES permit; and

WHEREAS, this authorization shall be for FY 20 and is in an amount not-to-exceed \$364,000.00; and

WHEREAS, funding for these lamps has been previously approved in the current FY20 budget, and no additional funds are being requested.

NOW, THEREFORE, BE IT RESOLVED

SECTION 1. The above recitals are true and correct and adopted herein by this reference.

SECTION 2. That the City Council hereby approves and adopts the City Manager's determination that the sole-source purchase of UV lamps from DC Frost Associates, Inc. in an amount not-to-exceed \$364,000.00 is in the best interests of the City and approves award of a contract to DC Frost Associates, Inc., for the same.

SECTION 3. That the City Council hereby authorizes the City Manager to execute a sole source contract with DC Frost Associates, Inc., in an amount not-to-exceed \$364,000.00, for the purchase of UV lamps and other part necessary to maintaining the UV system.

PASSED AND ADOPTED this 15th day of October, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Yochitl Rodriguez Mayor

APPROVED AS TO FORM:

Kara K. Ueda, City Attorney

ATTEST: _____

Ana Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: H.10.
SUBJECT: SUBJECT: Approve Consultant Agreement for the Gibson Road
Bicycle/Pedestrian Mobility Project; CIP 20-01

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, to approve a consultant services agreement with Laugenour & Meikle, in an amount not to exceed \$560,000 for the Gibson Road Bicycle/Pedestrian Mobility Project – East to West Street, CIP 20-01 and authorize the City Manager to execute the agreement and amendments as necessary up to 15% of the agreement amount.

Staff Contact:

Diana Ayón, Senior Associate Civil Engineer, (530) 661-5967, diana.ayon@cityofwoodland.org

Fiscal Impact:

The approved Capital Budget includes \$6,133,000 in funding for the project consisting of \$3,933,000 in Sacramento Area Council of Governments (SACOG) Regional Program grant funding, \$1,700,000 in Measure F and \$500,000 in Road Maintenance and Rehabilitation Account (RMRA) created by Senate Bill 1 (SB1) funding.

There is no impact to the General Fund.

Background:

SACOG solicited applications for its Regional Funding Program with the release of the 2018 Call for Projects. The City's Gibson Road Bicycle/Pedestrian Mobility Project was selected to receive \$3,933,000 from the competitively awarded Regional Program. The Regional Program is the new program that combined the previous Regional/Local Road Rehab and Bicycle Pedestrian programs.

The Gibson Road Bicycle/Pedestrian Mobility Project will improve a mile-long corridor on Gibson Road from West Street to East Street. This is a highly traveled 4-lane road along a residential corridor with homes fronting the roadway. The project will improve this major bicycle/pedestrian corridor, improve safety and repair the failing roadway. Project improvements include pavement rehabilitation, restriping narrower travel lanes to slow traffic, adding buffered bike lanes, constructing ADA compliant curb ramps and sidewalk repairs, installing drainage improvements, and completing traffic signal improvements to include bicycle and pedestrian actuation.

Discussion:

In July 2019, staff released a Request for Qualifications for three roadway rehabilitation projects: Gibson Road – East to West streets, Gibson Road – West to CR98 and Matmor Road/Gum Avenue. Statements of Qualification were received from eight interested consulting teams that were reviewed, scored and ranked by staff.

Bennet Engineering was selected to design the Gibson Road Rehabilitation Project – West Street to CR 98, CIP 20-08, which has a similar scope and will be brought to Council for approval upon completion of the Caltrans audit and consultant contract approval process (per the federal funding requirements).

Laugenour & Meikle was selected to design the Gibson Road Bicycle/Pedestrian Mobility Project – East to West Street, CIP 20-01. This project design contract is locally funded, can be executed upon Council authorization and is not required to undergo the delay associated with Caltrans audit and approval.

Separating the Gibson corridor into two design projects allows the City the ability to begin design work on the East to West street portion of the project immediately while still complying with the funding guidelines for the West to CR98 corridor. It is important that we avoid any delays in starting the East to West segment of the project as it coordinates with the 2020 Sewer and Water Main Replacement Project (CIP 20-07) which will be constructed this spring/summer.

Staff is currently negotiating the final contract amount with Laugenour & Meikle for the project (between East to West Street). To avoid any delays in starting the project, staff is requesting that Council approve the consultant agreement in an amount not to exceed \$560,000. Staff anticipates project design complete and ready for bid by late 2020.

The 2020 Sewer and Water Main Replacement Project, CIP 20-07 is intended to make necessary sewer and water improvements and address any sewer or water utilities in conflict with the roadway project. The utility project will be complete during the 2020 construction year to allow starting the roadway reconstruction in early 2021.

Conclusion: Staff recommends that the City Council adopt Resolution No. _____, to approve a consultant services agreement with Laugenour & Meikle, in an amount not to exceed \$560,000 for the Gibson Road Bicycle/Pedestrian Mobility Project – East to West Street, CIP 20-01 and authorize the City Manager to execute the agreement and amendments as necessary up to 15% of the agreement amount.

Prepared By: Diana Ayon, Senior Associate Civil Engineer

Reviewed By: Brent Meyer, City Engineer

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



Paul Navazio
City Manager

Attachments:

1. Resolution

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO
APPROVE THE CONSULTANT AGREEMENT WITH LAUGENOUR & MEIKLE FOR
THE GIBSON ROAD BICYCLE/PEDESTRIAN MOBILITY PROJECT – EAST TO
WEST STREET, CIP 20-01**

WHEREAS, the City of Woodland has received a Regional Program Funding Grant in the amount of \$3,933,000 from the Sacramento Area Council of Governments (SACOG); and

WHEREAS, the project is included in the current Capital Budget as Gibson Road Bicycle/Pedestrian Mobility Project – East to West Street, CIP 20-01; and

WHEREAS, the Capital Budget also includes \$1,700,000 of Measure F and \$500,000 of RMRA funding for a total project budget of \$6,133,000; and

WHEREAS, the City wishes to enter into and approve the consultant services agreement with Laugenour & Meikle through the adoption of this Resolution.

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

Section 1. The City Council hereby approves the consultant services agreement with Laugenour & Meikle, in the amount not to exceed \$560,000 for the Gibson Road Bicycle/Pedestrian Mobility Project – East to West Street, CIP 20-01 and authorize the City Manager to execute the agreement and amendments as necessary up to 15% of the agreement contract amount.

PASSED AND ADOPTED this 15th day of October 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Xóchitl Rodriguez, Mayor

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: H.11.
SUBJECT: SUBJECT: Approve Contract Amendment with Interwest Consulting Group for Plan Review and Inspection Services

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, amending the contract services agreement with Interwest Consulting Group for Building Division Plan Review and Inspection Services in the additional amount of \$150,000 for a total agreement amount of \$530,000 and authorize the City Manager to execute the amendment

Staff Contact:

Lynn Johnson, Senior Management Analyst, (530) 661-5979, lynn.johnson@cityofwoodland.org

Fiscal Impact:

The City entered into contract with Interwest Consulting Group July 1, 2018 for a one-year period and \$150,000. Subsequently, in March 2019, the first contract amendment was executed to add an additional year to the term of the contract (July 1, 2019-June 30, 2020) and to add an additional \$230,000 to the contract terms; \$180,000 provided through a FY2019 mid-year budget adjustment and the additional \$50,000 provided in the FY2020 baseline plan check program budget. Due to continued residential building, the previous approved funding is exhausted. The proposed amendment will provide contract authority to add \$150,000 available from the approved FY2020 Building Division budget to the contract limit bringing the total not to exceed contract to \$530,000. Fees collected for plan check and inspection fully cover the cost for consultant services.

Background:

Plan review and construction inspections represent the two Building Division functions most critical to land and building owners, tenants, developers and builders who apply for building permits. A professional relationship between public and private entities can only be maintained when both processes are conducted in a timely and accurate manner by competent, experienced staff or consultants. Interwest Consultant Group was selected through a Request for Qualifications process in 2018 and has provided as-needed plan checking and inspection services since then.

Discussion:

Building staff continues to require the assistance of outside building plans reviewers and construction inspections, particularly during peak building activity periods. With the continued residential development in the southeast area and two large residential in-fill projects, staff alone cannot manage the inspection demand. Currently, calls for inspections vary from 20 to 75 per day just for housing construction. Additionally, commercial and industrial building require multiple plan checks and more inspections. Interwest Consulting Group has provided the necessary as-needed services to help meet the on-going demand for services.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, amending the contract services agreement with Interwest Consulting Group for Building Division Plan Review and Inspection Services in the additional amount of \$150,000 for a total agreement amount of \$530,000 and authorize the City Manager to execute the

amendment

Prepared By: Lynn Johnson, Senior Management Analyst

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



Paul Navazio
City Manager

Attachments:

1. Resolution
2. Amendment

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE SECOND AMENDMENT TO AN AGREEMENT WITH
INTERWEST CONSULTING GROUP FOR PLAN CHECKING & BUILDING
INSPECTION SERVICES**

WHEREAS, the City has been under contract with Interwest Consulting Group since July 1, 2018 to provide plan check and building inspection services; and

WHEREAS, the services of Interwest Consulting Group are still required to provide as-needed plan review and building inspection services through FY2020; and

WHEREAS, the City's initial contract authority was from July 1, 2018 – June 30, 2019 in an amount not to exceed \$150,000; and

WHEREAS, the City Council approved amendment one to the agreement on March 19, 2019 that added an additional year to the term, from July 1, 2019 – June 30, 2020, and added an additional \$230,000 to provide on-going services; and

WHEREAS, the City of Woodland wishes to approve amendment two to the agreement with Interwest Consulting Group that increases the contract amount by \$150,000 bringing the total not to exceed amount to \$530,000;

WHEREAS, the City Council wishes to approve the amendment to the agreement and authorize its execution through the adoption of this Resolution.

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

Section 1. The City Council hereby approves the Second Amendment to the Agreement with Interwest Consulting Group to increase the not to exceed amount by \$150,000 bringing the total contract authority to \$530,000 and authorizes the City Manager to execute the Agreement.

Section 2. A copy of the Consultant Agreement is available and on file in the City Clerk's office, is incorporated herein by reference and made a part of this Resolution.

PASSED AND ADOPTED this 15th day of October 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Xóchitl Rodriguez, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

ARTICLE 1. PARTIES AND DATE

This Second Amendment to the Professional Services Agreement (“Second Amendment”) dated as of the ____ day of October 2019 is entered into by and between the City of Woodland (“City”) and Interwest Consulting Group (“Consultant”).

ARTICLE 2. RECITALS

2.1 City and Consultant entered into that certain Professional Services Agreement dated July 1, 2018 (“Agreement”), whereby Consultant agreed to provide as needed plan review and inspection services.

2.2 City and Consultant now desire to amend the Agreement to **include additional compensation in accordance with Consultant’s original contract scope of work dated July 1, 2018. The total compensation for the Second Amendment shall not exceed One Hundred Fifty thousand dollars (\$150,000.00)**

ARTICLE 3. TERMS

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

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

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

[SIGNATURES ON FOLLOWING PAGE]

**Second Amendment To Professional Services Agreement Between The City Of Woodland
And Interwest Consulting Group** **CM# 000786**

City Of Woodland

Interwest Consulting Group

By: _____
Paul Navazio
City Manager

By: _____
Ron Beehler, SE
CBO

ATTEST:

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: I.12.
SUBJECT: SUBJECT: Introduction and First Reading of an Ordinance adopting
Changes to the California Fire Code

Recommendation for Action: Staff recommends that the City Council introduce an Ordinance adopting by reference the 2019 California Fire Code (California Code of Regulations, Title 24, Part 9) and amending sections of the City of Woodland Municipal Code related to fire protection and nuisance abatement.

Staff Contact:

Emily Richter, Fire Marshal, (530) 661-5855, emily.richter@cityofwoodland.org

Fiscal Impact:

There is no net new fiscal impact to the City associated with this amendment. Staff training will be covered within the FY 2019/20 department budget.

Background

Every three years, the various State and National Fire Codes are revised to reflect the latest in building and fire safety standards. The Ordinance before the Council adopts the 2019 California Fire Code (California Code of Regulations, Title 24, Part 9), based on the International Fire Code, 2018 Edition, with errata, published by the International Code Council, including Chapter 1, Sections 307, 308.1.6.3, 311.1 through 311.4, Chapter 4, Section 503, Appendix B, Appendix C, Appendix D, and Appendix E, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion. It also amends provisions of the 2013 California Building Code and 2019 Residential Code related to fire protection systems.

The Fire Code provides regulations necessary for the maintenance of fire prevention and life safety provisions for buildings and premises. The Building Code regulates the fire, life, and structural safety aspects of all buildings and related structures.

The formal adoption of the proposed Ordinance will take place following the November 5, 2019 Council meeting after a public hearing is held. The City will publish notice of the public hearing twice in a locally circulated newspaper, with the first notice published at least 14 days prior to the hearing. One copy of the 2019 California Fire Code and the 2019 California Building Code will be available for public inspection in the Office of the Woodland City Clerk.

Discussion

While the City of Woodland and other communities are required by state law to utilize the newest State adopted version of the codes for building permit reviews and inspections, adoption of the codes (by reference) by local jurisdictions provides greater consistency among jurisdictions and allows for minor modifications (amendments) to the codes to reflect local conditions.

All amendments from the prior code cycle remain the same regarding local amendments to the 2019 California Fire Code, with one notable addition. A definition of "Building" was added to the Fire Code, Changes involved formatting, aligning specific code sections and deleting language or requirements that are located within the model codes.

Housing and Community Development (HCD) currently regulated modular/manufactured homes, and therefore, the Statewide mandate to sprinkler homes did not cover these homes specifically. HCD acknowledges and approves of local

jurisdictions requiring such sprinklers in homes. We do not believe the intent for this current discrepancy was to specifically exclude automatic sprinkler systems in manufactured homes. The lack of a specific inclusion of automatic sprinkler systems in this situation is merely an oversight in code development, which is currently being addressed by the U.S. Department of Housing and Urban Development (HUD), and the NFPA. This situation is similar to the one that took place in the 1980's when smoke alarms were first required in residences. It took some time after but HUD eventually joined suit and smoke alarms were also required in manufactured homes. In anticipation of HUD eventually requiring sprinklers in manufactured homes and to continue to meet our responsibility to the public and our emergency responders to provide safeguards for health and safety from the hazards of fire, we would like to include manufactured homes in our residential sprinkler requirements. This amendment will also align us with surrounding jurisdiction requirements regarding modular and manufactured homes.

All current City amendments to the prior versions of the codes have been reviewed for applicability to the new codes. With this adoption, all former amendments have been rewritten, deleted, or revised to reflect the most current needs of the City of Woodland. Woodland Municipal Code sections not specifically included within this Ordinance remain unchanged.

Conclusion

Staff recommends that the City Council introduce an Ordinance adopting by reference the 2013 California Fire Code (California Code of Regulations, Title 24, Part 9) and amending sections of the City of Woodland Municipal Code related to fire protection and nuisance abatement.

Prepared by: Emily Richter, Fire Marshal

Reviewed by: Eric Zane, Acting Fire Chief



Paul Navazio
City Manager

Attachments:

1. Proposed Ordinance adopting the California Fire Code 2019

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING CHAPTER 8.20 OF TITLE 8 OF THE WOODLAND MUNICIPAL CODE, ADOPTING BY REFERENCE THE 2019 CALIFORNIA FIRE CODE IN ITS ENTIRETY (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9), BASED ON THE INTERNATIONAL FIRE CODE, 2018 EDITION, WITH ERRATA, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL, TOGETHER WITH THE ADMINISTRATIVE CHAPTERS 1, 2, AND APPENDIX B, APPENDIX C, APPENDIX D, AND APPENDIX E, FOR THE PURPOSE OF PRESCRIBING REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE OR EXPLOSION, TOGETHER WITH CERTAIN ADDITIONS, INSERTIONS, DELETIONS AND CHANGES THERETO; AMENDING SECTION 15.04.030 OF THE WOODLAND MUNICIPAL CODE AMENDING CERTAIN SECTIONS OF THE 2019 CALIFORNIA BUILDING CODE RELATED TO FIRE PROTECTION SYSTEMS; AND AMENDING SECTION 9.04.030 (A), (B) OF THE WOODLAND MUNICIPAL CODE RELATED TO NUISANCE ABATEMENT

WHEREAS, pursuant to California Government Code Section 50022.1 *et seq.* the City of Woodland (“City”) may adopt by reference the 2019 California Fire Code, based on the International Fire Code, 2018 Edition, with errata, published by International Code Council (ICC), as adopted by the State of California pursuant to Title 24, Part 9 of the California Code of Regulations; and

WHEREAS, California Health & Safety Code Sections 17958.5 and 18941.5 authorize cities to adopt the codes contained in Title 24 of the California Code of Regulations with changes and modifications determined to be reasonably necessary because of local climatic, topographic, or geologic conditions; and

WHEREAS, pursuant to Section 50022.1 and California Health & Safety Code Section 17958.5 and 18941.5, the City is considering the adoption of an ordinance on November 5, 2019, which proposes the adoption by reference of the 2019 California Building Code and 2019 Residential Code with the proposed amendments as provided therein; and

WHEREAS, the City desires to adopt the 2019 California Fire Code, based on the International Fire Code, 2018 Edition, with errata, published by the International Code Council (ICC), as adopted by Title 24, Part 9 of the California Code of Regulations (“Fire Code”) with necessary amendments to assure the Fire Code is tailored to the particular fire protection needs of the City as required by local climatic, topographic, and geologic conditions and assure that a maximum level of fire protection is provided to residents, businesses, and other occupants; and

WHEREAS, the City further desires to make additional necessary amendments to the 2019 California Building Code to assure that the maximum level of fire protection is provided to residents, businesses, and other occupants; and

WHEREAS, the City wishes to correct a cross-reference in Woodland Municipal Code section 9.04.030 (A), (B) related to the location of the City's fire prevention regulations, including the Fire Code; and

WHEREAS, the City held a public hearing on November 5, 2019, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the Fire Code as amended herein and adopting and amending the California Building Code, California Residential Code, California Plumbing Code, California Electrical Code and California Mechanical Code as provided herein; and

WHEREAS, the City published notice of the aforementioned public hearing pursuant to California Government Code Section 6066 on October 22, 2019 and October 29, 2019; and

WHEREAS, any and all other legal prerequisites relating to the adoption of this Ordinance have occurred;

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

1. Purpose. The purpose of this Ordinance is to amend Sections 15.04.030, 9.04.030 (A), (B) and certain sections in Chapter 8.20 of Title 8 of the City of Woodland Municipal Code, adopting by reference the 2019 California Building Standards Code, Title 24, California Code of Regulations, Part 9, (California Fire Code) in its entirety, based on the International Fire Code, 2018 Edition, with errata, published by the International Code Council, together with administrative Chapters 1, 2, and Appendix B, Appendix C, Appendix D, and Appendix E, together with certain additions, insertions, deletions, and changes thereto, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion; adopting and amending certain sections of the 2019 California Building Code and the 2019 California Residential Code, related to fire protection systems.

2. Authority. The City Council enacts this Ordinance under the authority granted to the City as follows:

(a) California Government Code Section 50022.1 et seq. authorizes the City to adopt by reference the California Building Standards Code and authorizes the City to adopt other uniform codes by reference; and

(b) California Health & Safety Code Section 17958.7 and 18941.5 authorize the City to adopt the 2019 California Fire Code and the 2019 California Building Code with modifications determined to be reasonably necessary because of local climatic, geological, or topographical conditions.

3. **Findings.** The City Council hereby finds that the proposed amendments to the 2019 California Fire Code and the 2019 California Building Code are more restrictive than the standards adopted by the California Building Standards Commission, and are reasonably necessary because of local climatic, geologic, or topographic conditions, based on the express findings and determinations, marked in relation to the respective amendments provided in this ordinance, described in “Exhibit A” attached hereto, and hereby adopted by the City Council as the findings to support the modifications to the 2019 California Fire Code and the 2019 California Building Code.

4. **Amendment.** Section 8.20.010 through Section 8.20.040 of the Woodland Municipal Code are hereby amended to read in full as follows:

Sec. 8.20.010 California Fire Code – Adopted.

There is hereby adopted by the City for the purpose of prescribing regulations governing conditions hazardous to life and property from fire, explosion, or hazardous materials, those certain Codes and known as the 2019 California Building Standards Code, Title 24, California Code of Regulations, Part 9, (California Fire Code) in its entirety, based on the International Fire Code, 2018 Edition, with errata, published by the International Code Council together with administrative chapters 1, 2, and Appendix B, Appendix C, Appendix D, and Appendix E, save and except such portions as are deleted, modified, or amended by Section 8.20.040 of this Chapter, of which Codes one (1) copy has been and is now filed in the office of the City Clerk of the City of Woodland and the same are hereby adopted and incorporated as fully as if set out at length herein, and from the date on which this chapter shall take effect, the provision thereof shall be controlling within the limits of the City.

Sec. 08.20.020 Establishment and duties of the division of community risk reduction.

A. The California Fire Code as adopted and amended herein shall be enforced by the Division of Community Risk Reduction of the Fire Department of the City, which is hereby established and which shall be operated under the supervision of the Fire Marshal.

B. The Fire Marshal in charge of the Division of Community Risk Reduction shall be appointed by the Chief of the City on the basis of examination to determine his or her qualifications for the position.

C. The Chief of the City shall recommend to the City Manager the employment of technical staff members, who, when such authorization is made, shall be selected on the basis of examination to determine their qualifications for the position.

D. The Fire Marshal, members of the Community Risk Reduction Division, and personnel assigned as Fire Investigators shall be peace officers and have the powers as such as established in Section 830.37(a) of the California Penal Code. Other

members of the Fire Department shall be peace officers and have the powers as such as established in Section 830.37(b) of the California Penal Code.

Sec. 8.20.030 – Establishment of storage limits.

A. Establishment of limits of districts in which the storage of compressed natural gas is to be prohibited.

The limits referred to in Section 2308.3.2 and 5301.1.1 of the California Fire Code as added by the City of Woodland in which the storage of compressed natural gas storage is prohibited, are hereby established as follows: The storage of compressed natural gas is restricted in all zones except highway commercial, service commercial and industrial zones in the city as defined in the zoning ordinance of the city.

B. Establishment of limits of districts in which the storage of stationary tanks of flammable cryogenic fluids are to be prohibited.

The limits referred to in Section 5806.2 of the California Fire Code in which the storage of flammable cryogenic fluids in stationary containers is prohibited is hereby established as follows: Restricted in all zones except that a use permit may be granted by the chief for storage in those zones defined in the zoning ordinance of the city as general commercial, service commercial, highway commercial and industrial zones.

C. Establishment of limits in which storage of liquefied petroleum gases is to be restricted.

The limits referred to in Section 6104.2 of the California Fire Code, in which storage of liquefied petroleum gas is restricted, are hereby established as follows: The storage of liquefied petroleum gas is restricted to the highway commercial, service commercial and industrial zones in the city as defined in the zoning ordinance of the city. The aggregate capacity of any one (1) installation shall not exceed two thousand (2000) gallons water capacity; except that at the discretion of the chief after consideration of special features such as topographical conditions, nature of occupancy and proximity to buildings, capacity of proposed tanks, degree of private fire protection to be provided and facilities of the fire department, a permit may be granted for such use.

D. Establishment of limits of districts in which storage of explosives and blasting agents to be prohibited.

The limits referred to in Section 5601.9 of the California Fire Code as added by the City of Woodland, in which storage of explosives and blasting agents is prohibited, are hereby established as follows: Prohibited in all zones defined in the zoning ordinance of the city except that a permit may be issued for installations in existence prior to the adoption of the ordinance codified in this chapter.

E. Establishment of limits of districts in which storage of flammable or combustible liquids in outside aboveground tanks; bulk plants or terminals; and bulk transfer operations is to be limited.

1. The limits referred to in Section 5704.2.9.6.1 of the California Fire Code in which storage of Class I and II liquids in outside aboveground tanks is limited, are hereby established as follows: Limited to two (2) tanks, not to exceed two thousand (2,000) gallons each, in all zones defined in the zoning ordinance of the city except that a permit may be issued for installations in existence prior to the adoption of the ordinance codified in this chapter.

2. The limits referred to in Section 5706.5.1 of the California Fire Code as added by the City of Woodland in which bulk plants or terminals for flammable or combustible liquids are limited, are hereby established as follows: Limited to two (2) tanks, not to exceed two thousand (2,000) gallons each, in all zones defined in the zoning ordinance of the city except that a permit may be issued for installations in existence prior to the adoption of the ordinance codified in this chapter.

3. The limits referred to in Section 5706.5.1.1.1 of the California Fire Code as added by the City of Woodland in which bulk transfer and process transfer operations of flammable or combustible liquids are limited, are hereby established as follows: Limited to two (2) tanks, not to exceed two thousand (2,000) gallons each, in all zones defined in the zoning ordinance of the city except that a permit may be issued for installations in existence prior to the adoption of the ordinance codified in this chapter.

Sec. 8.20.040 Amendments.

The California Fire Code, as described above and adopted by reference in Section 8.20.010, is hereby amended, modified and revised as set forth in this chapter.

A. Section 202 – General Definitions.

Section 202 is amended to add and amend the following definitions:

Building. Any Structure used or intended for supporting or sheltering any use or occupancy, including manufactured homes, mobile homes, modular, and multifamily manufactured housing.

Fire Marshal. Shall mean the Chief of the Division of Community Risk Reduction.

B. Section 307.1.1 – Prohibited Open Burning.

Section 307.1.1 is amended to read as follows:

307.1.1 Prohibited open burning. Open burning is prohibited in the City of Woodland. Any burning, open or otherwise, that constitutes a nuisance which is injurious to health, or is indecent or offensive to the senses, or is offensive, or

objectionable because of smoke emissions or when atmospheric conditions or local circumstance make such fires hazardous shall be prohibited. The fire code official is authorized to order the extinguishment by the owner, occupant, other responsible person or the fire department of any burning that creates or adds to a hazardous or objectionable situation.

C. Section 103.2 – Appointment.

Section 103.2 is deleted in its entirety.

D. Section 901.6.3 – Resale inspection-residential sprinkler systems.

Section 901.6.3 is added to read as follows:

901.6.4 Resale inspection-residential sprinkler systems. All residential occupancies up for resale and equipped with a NFPA 13D sprinkler system or sprinkler system meeting the requirements of the California Residential Code, are required to be inspected by a representative from the Woodland Fire Department, State of California Contractor State License Board Licensed Fire Protection Contractor (C-16), or California State Fire Marshal Licensed A (Type 1) Concern. All necessary repairs shall be completed and verified prior to the closing of escrow.

E. Section 903.1 – Automatic Sprinkler Systems – General.

Section 903.1 is amended to read as follows:

903.1 General. Automatic sprinkler systems shall comply with this section and the following:

An automatic sprinkler system shall be installed in the occupancies and locations set forth in this Chapter and in the locations and according to the conditions described below:

- (1) In all buildings other than Group R, Division 2,3 and 4 in which the total floor area of all floors is five thousand (5,000) square feet or more, or any building which are three (3) or more stories regardless of height.

Exceptions:

1. Group U occupancies, not including private garages attached to R-3 Occupancies.
2. In storage and bulk handling facilities for grain, including grain elevators and flat storage buildings, automatic fire sprinklers shall not be required in areas where the grain is stored, provided:
 - a. An automatic fire extinguishing sprinkler system is not otherwise required for code compliance;

- b. The floor area of the building or structure does not exceed the maximum basic allowable floor area permitted for specific types of construction as specified in Table 504.3 and including the allowable increases for clear yard spaces as specified in the California Building Code; and
 - c. The construction of the building or structure complies with all other code provisions for the properly assigned group occupancy classification and type of construction.
- (2) Notwithstanding other provisions of this section, the requirement described in this Section 903.1 shall be applied to alterations, repairs, additions and changes of occupancy of existing buildings as follows:
 - a. Where there is no change of occupancy, alterations or repairs not increasing fire area, total height, or number of stories of an existing building may be made without making the entire building comply with this section.
 - b. No change shall be made in the character of the occupancy or use of any existing building or structure unless the entire building or structure is made to comply with this section.

Exceptions:

- 1. The character of the occupancy of existing buildings may be changed subject to the approval of the building official and the approval of the fire chief, and the building may be occupied for purposes in other occupancy groups without conforming to all the requirements of this section or the California Building Code for those groups, provided the new or proposed use is not more hazardous, based on life and fire risk, than the existing use.
 - 2. No change in the character of occupancy of a building shall be made without a certificate of occupancy, as required by California Building Code. The building official may issue a certificate of occupancy pursuant to the intent of the above exception without certifying that the building complies with all provisions of this section and provisions of the California Building Code.
- (3) In other areas and occupancies as required in Section 903 of the California Building Code.

F. Section 907.6.2.1 – Fire alarm circuits.

Section 907.6.2.1 is added to read as follows

907.6.2.1 Fire alarm circuits. When providing a fire alarm circuit in a multiple occupancy type building (multiple metering), the circuit shall be energized from the main meter panel board.

G. Section 2306.2.3 – Above-ground tanks located outside, above grade.

Section 2306.2.3 is amended to read as follows:

2306.2.3 Above-ground tanks located outside, above grade.

Above-ground tanks used for automotive fuel dispensing stations open to the public for retail sales of Class I, II or IIIA liquid motor fuels shall not exceed two (2) tanks totaling two thousand (2,000) gallons each.

H. Section 2308.3.2 – Established limits and maximum capacity.

Section 2308.3.2 is added to read as follows:

2308.3.2 Established limits and maximum capacity. The storage of compressed natural gases is prohibited within the limits established by law as the limits of districts in which such storage is prohibited.

I. Section 5301.1.1 – Established limits and maximum capacity.

Section 5301.1.1 is added to read as follows:

5301.1.1 Established limits and maximum capacity. The storage of compressed natural gases is prohibited within the limits established by law as the limits of districts in which such storage is prohibited.

J. Section 5601.9 – Prohibited and Limited Acts.

Section 5601.9 is added to read as follows:

5601.9 Prohibited and Limited Acts. Storage of explosive materials is prohibited within the limits established by law as the limits of districts in which such storage is prohibited.

K. Section 5706.4.5.1 – Established limits.

Section 5706.4.5.1 is added to read as follows:

5706.4.5.1 Established limits. Bulk plants or terminals for receiving or storage of flammable or combustible liquids are limited within the limits established by law as the limits of districts in which such storage is limited.

L Section 5706.5.1.1.1 – Established limits.

Section 5706.5.1.1.1 is added to read as follows:

5706.5.1.1.1 Established limits. Bulk transfer and process transfer operations for receiving or transferring flammable or combustible liquids are limited within the limits established by law as the limits of districts in which such operations is limited.

M. Division II – Administration.

Chapter 1, Division II - Administration is hereby amended as follows:

1. Section 101.1 is amended to read as follows:

101.1 Title. These regulations shall be known as the Fire Code of the City of Woodland, hereinafter referred to as “this code.”

2. Section 110.4 is amended to read as follows:

110.4 Violation penalties. Persons who shall violate any provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall subject the violator to any or all of the following: suit for civil remedy or criminal penalty, or the administrative penalties provided in Chapter 9.20 of the Woodland Municipal Code.

The criminal penalty for the first offense shall be punishable as an infraction as defined by the California Penal Code, as amended from time to time. The criminal penalty for a second offense or more, shall be punishable as a misdemeanor as defined by the California Penal Code, as amended from time to time. Each day that a violation continues after due notice has been served shall be deemed a separate offense. Nothing in this paragraph shall be construed as precluding the application of the administrative penalties provided in Chapter 9.20 of the Woodland Municipal Code.

5. Amendment. Section 8.20.060 of the Woodland Municipal Code is hereby amended to read in full as follows:

Sec. 8.20.060. Citation Program - Issuance of Citations.

The Fire Marshal and designated members of the Community Risk Reduction Division of the Woodland Fire Department have the discretionary duty to enforce a statute or ordinance made pursuant to Sections 853.5 and 853.6 of the State Penal Code and subject to the provisions hereof.

A person may be arrested without a warrant whenever the Fire Marshal or designated members of the Community Risk Reduction Division have reasonable cause to believe that the person to be arrested has committed, in their presence, a violation of a statute or ordinance, which he or she has the discretionary duty to enforce. The Fire Marshal or designated members of the Community Risk Reduction Division may issue a notice to appear and to release such a person on his or her written promise to appear in court pursuant to Sections 853.5 or 853.6 of the State Penal Code, as applicable.

The Fire Marshal and designated members of the Community Risk Reduction Division will be the designated officers of the Woodland Fire Department to exercise such arrest and citation authority as to specified violation.

The Chief of the Woodland Fire Department shall establish and cause to be administered a special enforcement training program designed to instruct those members of the fire department who will exercise such arrest and citation authority, regarding the provisions of the statutes and ordinances to be enforced, the evidentiary prerequisites to proper prosecution for violation thereof, the appropriate procedures for making arrests or otherwise prudently exercising such arrest and citation authority and the legal and practical ramifications and limitation attendant thereto.

The Fire Marshal and designated members of the Community Risk Reduction Division shall be appropriately instructed to deposit executed citations or notices within the appropriate agency for filing with the court after review for legal sufficiency.

6. Amendment. Subsection (H) is hereby added to Section 15.04.030 of the Woodland Municipal Code to read as follows:

(H) Chapter 9 of the California Building Code is amended to read as follows:

(1) Section 903.1 is amended to read as follows:

903.1 General. Automatic sprinkler systems shall comply with this section and the following:

An automatic sprinkler system shall be installed in the occupancies and locations set forth in this Chapter and in the locations and according to the conditions described below:

(1) In all buildings other than Group R, Division 2, 3 and 4 in which the total floor area of all floors is five thousand square feet or more, or any building which are three or more stories regardless of height.

Exceptions:

1. Group U occupancies, not including private garages attached to R-3 Occupancies.
2. In storage and bulk handling facilities for grain, including grain elevators and flat storage buildings, automatic fire sprinklers shall not be required in areas where the grain is stored, provided:
 - a. An automatic fire extinguishing sprinkler system is not otherwise required for code compliance,
 - b. The floor area of the building or structure does not exceed the maximum basic allowable floor area permitted for specific types of construction as specified in Table 503 and including the allowable increases for clear yard spaces as specified in the California Building Code, and
 - c. The construction of the building or structure complies with all other code provisions for the properly assigned group occupancy classification and type of construction.

(2) Notwithstanding other provisions of this section, the requirement described in this Section 903.1 shall be applied to alterations, repairs, additions and changes of occupancy of existing buildings as follows:

- a. Where there is no change of occupancy, alterations or repairs not increasing fire area, total height, or number of stories of an existing building may be made without making the entire building comply with this section.
- b. No change shall be made in the character of the occupancy or use of any existing building or structure unless the entire building or structure is made to comply with this section.

Exceptions:

1. The character of the occupancy of existing buildings may be changed subject to the approval of the building official and the approval of the fire chief, and the building may be occupied for purposes in other occupancy groups without conforming to all the requirements of this section or the California Building Code for those groups, provided the new or proposed use is not more hazardous, based on life and fire risk, than the existing use.
2. No change in the character of occupancy of a building shall be made without a certificate of occupancy, as required by California Building Code. The building official may issue a certificate of occupancy pursuant to the intent of the above

exception without certifying that the building complies with all provisions of this section and provisions of the California Building Code.

(3) In other areas and occupancies as required in Section 903 of the California Building Code.

(2) Section 907.6.2.1 is added to read as follows

907.6.2.1 Fire alarm circuits. When providing a fire alarm circuit in a multiple occupancy type building (multiple metering), the circuit shall be energized from the main meter panel board.

7. **Repeal of Conflicting Ordinances.** All former ordinances or portions of ordinances conflicting or inconsistent with the provisions of this ordinance or of the California Fire Code, including applicable portions of Ordinance No. 1603, and any other ordinance in conflict herewith are hereby repealed to the extent of such conflict.

8. **Superseding Ordinances.** No ordinance adopted after the adoption of this ordinance shall implicitly supersede or repeal any provision of this ordinance unless that ordinance expressly indicates an intention to do so.

9. **Severability.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses or phrases are declared unconstitutional, invalid or ineffective.

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

11. **CEQA.** The City Council finds that the changes made to the Fire Code and Building Code are enacted to mitigate the threats posed to public peace, health and safety from earthquakes, high winds and fire. Therefore, it can be seen with certainty that adoption of this Ordinance will not have a significant adverse effect on the environment and is therefore exempt from California Environmental Quality Act pursuant to Section 15061(b)(3) of the

CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3. Staff is directed to file a notice of exemption within five (5) days of the adoption of this Ordinance.

12. Effective Date. This ordinance shall take effect upon the latter of thirty days after its adoption or January 1, 2020.

PASSED AND ADOPTED by the City Council this XX day of XXXX, 2019, by the following vote:

AYES:
NOES:
ABSTAIN:

Xochitl Rodriquez, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

Exhibit A

Findings to Support Amendments to the 2019 Editions of the California Fire Code and California Building Code

This Exhibit A provides the express findings and determinations (where necessary pursuant to California Health & Safety Code Sections 17958, 17985.7 and/or 18941.5) justifying the City of Woodland's amendments to the 2019 Edition of the California Fire Code and the 2019 Edition of the California Building Code (codified in Title 24 of the California Building Standards Code) as reasonably necessary because of local climatic, geologic or topographic conditions.

CITY OF WOODLAND – PROFILE

The City of Woodland, incorporated in 1871, lies near the heart of the Great Central Valley of California. It is situated 18 miles to the West of the State Capitol in Sacramento and 81 miles Northeast of San Francisco. Woodland is the County Seat of Yolo County.

The City of Woodland encompasses an area of approximately 15.3 square miles with a population in excess of 60,531 based upon 2018 U.S. Census Bureau Population Estimates Program. The City of Woodland Fire Department, through a Contractual Agreement with the Springlake Fire Protection District, also provides fire protection for approximately 51 square miles of rural area surrounding the City, devoted principally to winter grain and summer row crop farming.

The City is the largest industrial area in Yolo County and has experienced a steady, well-planned growth. Woodland is also a key area for the many processing and service activities demanded by the extensive agricultural industries in the region.

Woodland is transcended by several major roadways including Interstate 5 and State Route 113. California Northern Railway maintains a major North-South rail link through Woodland while Yolo Shortline Railway also maintains a local spur line in town from Sacramento. Both rails and highways have created barriers within the town which have significantly affected emergency response routes.

Sec 8.20.040 Amendments to California Fire Code

Amendment Section, pursuant to Ord. No. ____XXXX__	Fire Code Section Impacted	Subject of Amendment	Justification (see below key to justifications)
8.20.030	2308.3.2, 5301.1.1, 5806.2, 6104.2, 5601.9, 5704.2.9.6, 5706.5.1, 5706.5.1.1.1	Establish limits for storage, receiving, and storage of hazardous materials	A, B, D
8.20.040(A)	202	Adds and amends definitions	A, D
8.20.040(B)	307.1.1	Prohibits burning	A, D
8.20.040(D)	Add 901.6.3	Resale inspection of residential occupancies with NFPA 13D or California Residential Code sprinkler systems	A, D
8.20.040(E)	903.1	Regulations regarding installation of automatic sprinkler systems	A, B, C
8.20.040(F)	Add 907.6.2.1	Fire alarm circuits	A, B, C
8.20.040(G)	2306.2.3	Use of above-ground tanks	A, B, D
8.20.040(H)	Add 2308.3.2	Establish location limits for storage of compressed natural gases	A, D
8.20.040(I)	Add 5301.1.1	Establish location limits for storage of compressed natural gases	A, B, D
8.20.040(J)	Add 5601.9	Establish limits regarding location and quantity of explosive materials stored	A, B, D
8.20.040(K)	Add 5706.4.5.1	Establish location limits for receiving and storing of flammable or combustible liquids	A, D
8.20.040(L)	Add 5706.5.1.1.1	Establish location limits for bulk and process transfer operations of flammable or combustible liquids	A, D
8.20.040(M)	101.1, 110.4	Administration	D

Sec 15.04.030 Amendments to California Building Code

Amendment Section, pursuant to Ord. No. _____	Building Code Section Impacted	Amendment	Justification (see below key to justifications)
15.04.030(H)(1)	903.1	Regulations regarding installation of automatic sprinkler systems	A, B, C
15.04.030(H)(3)	Add 907.6.2.1	Fire alarm circuits	A, B, C

Justifications KEY: Findings to Support Amendments to California Fire Code and California Building Code

A. CLIMATIC CONDITIONS

The climate within the City of Woodland is similar to other areas in California's Central Valley. The normal rainfall for Woodland is 21.38 inches. Winter storms are responsible for the heaviest intensity of precipitation, with 89 percent of total annual precipitation falling between November and April.

Winds play a major role in Woodland's climatological make-up. Winter storms bring occasional strong wind gusts from the South up to 45 mph. There are also intermittent Summer periods of dry North winds when the humidity will drop well below 10 percent, greatly adding to the potential of a fire conflagration hazard where non-rated wood shake and shingle roof construction currently exists. This weather warrants the need for expanded ability to require the extinguishing of residential burning, to further protect combustible construction.

Summer sun in Woodland averages about 95 percent of the possible hours of daylight. The winter months produce 40 percent of possible sunshine affected somewhat by occasional periods of winter fog, which may persist for several days or weeks at a time.

The average annual temperature for Woodland is 61.5 F with higher temperatures in the mid- to upper 90's during the summer months and lows down to the mid- 30's during the winter months. The record high of 114 F was recorded in June of 1961 while the record low of 19 F was established in December of 1990. Summer time temperatures are frequently accompanied by light to gusty south winds leading to potentially dangerous fire conditions. The limited amount of flammable and combustible liquids stored in specific zoned areas reduces risk.

Due in part to the winter and spring rains, Woodland generally experiences an extensive growth of vegetation during the spring, which dries out each summer creating hazardous fuel conditions. Because the City is surrounded by farmland, an exposure problem exists during early summer grain harvest season. Many of the grain fields in the farmland surrounding the City are planted up to the City limits (in some instances, residential neighborhoods). The proximity of burning fields to neighborhoods creates a rural interface problem, which greatly increases the chance of a major conflagration if the right conditions exist (Red Flag Days = low humidity, wind, etc.). Thus, the growth of vegetation, coupled with dry land grain farming, equates to an explosive fire potential prior to and during the grain harvest period.

Buildings located in portions of the City where combustible vegetation is present are at an increased risk of fire. The need for reduced fire area due to climatic conditions within Yolo County warrants a lower sprinkler threshold. The amended sections address these specific issues by requiring sprinkler and associated systems in buildings that are 5000 sq ft or greater in total floor areas, and all residential buildings including modules, mobile, manufactured, or multifamily manufactured homes. A lower threshold for sprinklers, and expanded definitions will provide more buildings with protection, thus reducing property loss and personal injury.

Woodland's water supply is primarily from the Woodland-Davis Clean Water Agency (WDCWA). In most years, Woodland is supplied with 100% treated Sacramento River water from the WDCWA. In dry years, water supply from WDCWA may be reduced in summer months and Woodland would supplement from other sources. As a supplement to WDCWA supplied water, Woodland maintains three aquifer storage and recovery (ASR) wells, which supply surface water quality water to Woodland customers. Woodland maintains the distribution system through flushing and valve maintenance operations and has an active program to replace aging and failing water mains.

B. GEOLOGICAL CONDITIONS

Woodland lies in the heart of the great Central Valley of California, 18 miles west of the State Capitol in Sacramento. This Greater Sacramento Area is one of the fastest growing regions in the State. Woodland comprises an area of 15.3 square miles. Through a contractual Agreement with the Springlake Fire Protection District, an additional 51 square miles is now the responsibility of the Woodland Fire Department. Since the Agreement provides for equal fire protection in the District and the City, staffing and resources are severely stressed if concurrent incidents occur.

The 2018 Woodland Community Profile (created in partnership with the Yolo County Office of Emergency Services as part of the Multi-jurisdictional Hazard Mitigation Plan) recognized the top three risks in the City to be (1) Flooding, (2) Earthquake, and (3) Wildfire. The City of Woodland is within an active seismic area. The City is thus subject to moderate to strong to severe shaking and surface ruptures resulting from earthquake faults located within or near the City. The City lies along the eastern edges of the Coast Range-Sierran Block Boundary (CRSBB) where the Dunnigan Hills Fault is located. These local earthquake faults have the potential to cause severe personal and property damage

and fire hazards. A major earthquake originating along this fault line or from an unknown fault in the CRSBB could grind the local public infrastructure to a halt. In 2016, a small 2.5 earthquake shook Woodland; the quake was centered seven miles west of the City in an area of the CRSBB where there are no known fault lines. The Midland Fault, located southwest of Davis, is another fault that could cause shaking for Woodland, much like the one that occurred after the 1892 Vacaville-Winters Earthquake. Moreover, there is also a potential for damage to roadways and water supplies and the impairment of access allowing fire equipment to respond to emergencies in the event of a severe earthquake. Much of Woodland's downtown area is comprised of construction dating back to the late 1800's and early 1900's. Balloon construction costs, lack of accessibility, and buildings built too close together greatly add to the fire extension problem inherent to this area, especially exacerbated in the event of seismic activity.

The City has also experienced tremendous growth in the industrial area. Several major distribution centers have been completed, many exceeding 500,000 square feet. The size of these buildings and the different commodities they house can quickly overwhelm the Department's ability to mitigate an incident of fire caused by any seismic activity.

C. TOPOGRAPHICAL CONDITIONS

Summertime temperatures reaching beyond 100F are frequently accompanied by gusts of south winds leading to potentially dangerous fire conditions. The amendments limiting the amount of explosive materials stored and transferred within the City reduces risk.

The amendments lowering the sprinkler threshold and requiring sprinklers in modular and manufactured homes aligns the City of Woodland with other jurisdictions in the County and region.

Road conditions: Traffic congestion is a growing problem for the City. The impact of current and planned developments and associated traffic flow will continue to have an effect on response times and delivery of fire service.

The City is transcended by a major California highway running North-South – Interstate 5 and serves as the junction between Highway 113 and Interstate 5. In addition, California Northern Railroad has a line running North-South, while Yolo Shortline Railroad has a branch line running East-West. Flammable liquids and hazardous materials are transported through the City limits by the above-mentioned routes.

The roadway system throughout the City is comprised of surface roads with alley ways running parallel to the surface roads, but to the rear of the addresses. The alley ways are narrow, extremely overgrown with vegetation, and not provided with protection by fire hydrants. Accessibility and availability of water are of major concern.

Woodland relies primarily on the Sacramento River for drinking water. The availability of water in the Sacramento River is susceptible to drought. Prolonged drought conditions will result in a curtailment in water rights in the Sacramento River, which will cause a shortfall

in Sacramento Water to Woodland. ASR wells backup native groundwater wells and would be utilized during a drought.

Road conditions due to flooding: Woodland is essentially flat with Cache Creek forming the Northern Boundary of the Springlake Fire Protection District. City streets, even those outside of the floodplain, are also subject to localized flooding during periods of heavy rainfall. Currently, the City's storm drain system is not adequately sized for the actual flows. Older parts of the city, particularly west of the East Street, do not have a system of under street storm drainpipes. Instead runoff is conveyed through intersections in valley gutters, culverts, or inverted siphons and must travel long distances to reach a drain inlet. In these areas, when the capacity of the drain inlets and pipes is exceeded, localized street flooding occurs and remains for three to four hours after rainfall has subsided.

Typical flood hazards in Woodland generally consist of shallow sheet flooding from surface water runoff from large rainstorms with depths generally less than two feet. However, in larger storm events, there are significant areas within the City on the north and east sides that are also affected by flooding from Lower Cache Creek and /or Yolo Bypass. Cache Creek flooded during the heavy storms of 1995 closing County Road 98, which is a major artery into town. In the winter months of 2019, Cache Creek overtopped and flooded out some streets and homes of the community just northwest of the City, demonstrating the true risk of over flooding to the City. During major storms or prolonged rains, some of the streets in the City are actually designed and used for flood control purposes, thus making fire and emergency access difficult during flood conditions. As a consequence, many of the streets within the City are impaired during such flood conditions and such flooding causes physical damage to the streets and the accumulation of debris, all of which hinder access to fire equipment for the purpose of responding to fire and other emergencies.

D. Administrative/Procedural/Public Safety Amendments.

1. This amendment is necessary for administrative or procedural clarification and to establish administrative standards for the effective enforcement of the building standards of the City of Woodland and does not modify a building standard pursuant to California Health & Safety Code Section 17958, 17958.7, and/or 18941.5.
2. This amendment does not modify a building standard pursuant to California Health & Safety Code Section 17958, 17958.7, and/or 18941.5 and is reasonably necessary to safeguard life and property within the City of Woodland.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: I.13.
SUBJECT: Introduction and First Reading of an Ordinance adopting the Uniform Building Codes by Reference and Making Certain Amendments

Recommendation for Action: Staff recommends that the City Council waive the first reading and read by title only an ordinance adopting by reference the 2019 Edition of the California Building Standards (California Code of Regulations, Title 24), consisting of the 2019 California Building Code; the 2019 California Electrical Code; the 2019 California Mechanical Code; the 2019 California Plumbing Code; the 2019 California Green Building Code; the 2019 California Residential Code; the 2019 California Building Energy Efficiency Standards, along with the 1997 Edition of the Uniform Code for the Abatement of Dangerous Buildings; the 1997 Edition of the Uniform Housing Code, and the 1997 Edition of the Uniform Security Code, together with certain additions, insertions, deletions and changes thereto.

Staff Contact:

Joel Luevano, Chief Building Official - (530) 661-5825; joel.luevano@cityofwoodland.org

Fiscal Impact:

There is no new fiscal impact to the City associated with this amendment. Costs for purchasing 4 sets of the 2019 California Codes at an approximate cost of \$2,000 and staff training will be covered within the FY 2019/20 department budget.

Report in Brief:

This adoption of the 2019 California Building Standards Code, along with other Uniform Codes, will comprise the new Building, Plumbing, Mechanical, Electrical, Energy Efficiency, and Green Codes for the City of Woodland. Code adoption is a two-step process: first at this meeting the Council introduces the ordinance and schedules a public hearing, and at a subsequent Council meeting, after all required public notice has been completed and a public hearing concluded, the formal adoption action takes place.

Background:

Every three years, the various State and National Building Codes are revised to reflect the latest in building and fire safety standards. In 2019, the State's Building Standards Commission approved for adoption the following codes: 2018 International Building Code, 2017 National Electrical Code, 2018 Uniform Mechanical Code, and the 2018 Uniform Plumbing Code. Other codes being adopted by the City are the Uniform Housing Code, the Uniform Security Code, and the Uniform Code for the Abatement of Dangerous Buildings with amendments. According to California law, the 2019 California Building Standards Code applies to a building permit application submitted on or after the effective date to all occupancies throughout the state. The revised code will go into effect on January 1, 2020; the full text of all code material is available for public inspection in the Building Officials office.

Discussion:

While the City of Woodland and other communities are required by state law to utilize the newest State adopted version of the codes, adoption of the codes (by reference) by local jurisdictions provides greater consistency among jurisdictions. This adoption process also allows for minor modifications (amendments) to

the codes to reflect local conditions.

State Building Standards Law does not limit the authority of a City to establish more restrictive building standards than those contained in the code that are reasonably necessary because of local climatic, geological, or topographical conditions. The Council could add amendments, as it sees fit, if the findings for the amendments comply with modifications based on the local climatic, geological, or topographical conditions.

Each separate amendment is composed of two parts: the findings and the text of the amendment. The findings are local justification for needing the amendment. These findings are sent to the Building Standards Commission and kept on file. The findings must be based upon local topography, climate, or geology. Administrative amendments do not require findings. See Exhibit “A” to the Ordinance for findings to support amendments to the Standards.

All current City amendments have been reviewed for applicability with the new codes. With this adoption all former amendments have been rewritten, deleted, or revised to reflect the most current needs of the City of Woodland. Some of the most substantive amendments are:

Concrete Slabs: Minimum thickness is 4 inches, with a 5 sack mix, and reinforced with re-bar 18 inches on center each way. Soils having a Plasticity Index (PI) of 15 or greater shall be considered expansive requiring floor slabs to be designed for expansive soils.

Concrete Driveways: Minimum thickness is 4 inches, with a 5 sack mix, reinforced with #3 bar 18 inches on center each way, with a 3-inch gravel base.

Asphalt Paving: 3 inches of asphalt over 8 inches Class II aggregate base.

Water piping in or under Concrete Slabs: Not permitted unless specific conditions are met.

Every effort is being made to keep the amendments to a minimum; this makes for consistency among jurisdictions and helps streamline the building plan checking process.

The government mandated triennial code adoption can put a tremendous strain on local governments for staff training. Staff will be attending the annual training classes. All Building Division staff will be trained in the critical changes in the new code.

Public Contact

The formal adoption action takes place at a following Council meeting after a public hearing is held. Prior to that meeting there will be two public notices in the Daily Democrat: October 22, 2019 and October 29, 2019. One copy of the 2019 California Building Standards Code, uniform codes, and proposed ordinance will be available for public inspection in the Office of the Building Official. Information on the new codes will be posted on the City’s web site. Many classes and seminars are being taught around the State on the new codes and are available to architects, contractors, and the general public. Links to classes and seminars on the new codes will be posted on the City's website.

Alternative Courses of Action

State Building Standards Law allows the City to establish more restrictive building standards than those contained in the uniform codes if those local standards are reasonably necessary because of local climatic, geological, or topographical conditions. The Council could add amendments, as it sees fit, if the findings for

the amendments comply with modifications based on the local topography, climate, or vegetation. Staff recommends adoption of the ordinance as written.

Conclusion:

Staff recommends that the City Council waive the first reading and read by title only an ordinance adopting by reference the 2019 Edition of the California Building Standards (California Code of Regulations, Title 24), consisting of the 2019 California Building Code; the 2019 California Electrical Code; the 2019 California Mechanical Code; the 2019 California Plumbing Code; the 2019 California Green Building Code; the 2019 California Residential Code; the 2019 California Building Energy Efficiency Standards, along with the 1997 Edition of the Uniform Code for the Abatement of Dangerous Buildings; the 1997 Edition of the Uniform Housing Code, and the 1997 Edition of the Uniform Security Code, together with certain additions, insertions, deletions and changes thereto.

Prepared By: Joel Luevano, Chief Building Official - (530) 661-5825; joel.luevano@cityofwoodland.org

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



Paul Navazio
City Manager

Attachments:

1. Ordinance and Exhibit

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING CHAPTER 15.04 OF THE WOODLAND MUNICIPAL CODE, ADOPTING BY REFERENCE THE 2019 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING IN PART OF THE 2019 CALIFORNIA BUILDING CODE, THE 2019 CALIFORNIA RESIDENTIAL CODE, THE 2019 CALIFORNIA ELECTRICAL CODE, THE 2019 CALIFORNIA MECHANICAL CODE, THE 2019 CALIFORNIA PLUMBING CODE AND THE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE 1997 EDITION OF THE UNIFORM CODE FOR THE ABATEMENT OF DANGEROUS BUILDINGS; THE 1997 EDITION OF THE UNIFORM HOUSING CODE; AND THE 1997 EDITION OF THE UNIFORM SECURITY CODE, TOGETHER WITH CERTAIN ADDITIONS, INSERTIONS, DELETIONS AND CHANGES THERETO

WHEREAS, pursuant to California Government Code Section 50022.1 *et seq.* the City of Woodland (“City”) may adopt by reference the California Building Standards Code, 2019 Edition as provided in Title 24 and 25 of the California Code of Regulations and other codes, including, without limitation, the Uniform Code for the Abatement of Dangerous Buildings, the Uniform Housing Code, and the Uniform Security Code; and

WHEREAS, the California Building Standards Commission (“Commission”) recently adopted the 2019 Edition of the California Building Standards Code; and

WHEREAS, California Health and Safety Code Section 17958.7 and 18941.5 authorize cities to adopt the California Building Standards Code with modifications determined to be reasonably necessary because of local climatic, geological or topographical conditions; and

WHEREAS, the City desires to adopt the California Building Standards Code with the necessary amendments to assure the Codes are tailored to the particular safety needs of the City as required by its unique climatic, geological and topographical conditions; and

WHEREAS, the City held a public hearing on November 5, 2019 at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the Codes as amended herein; and

WHEREAS, the City published notice of the aforementioned public hearing pursuant to California Government Code Section 6066 on October 22, 2019 and, October 29, 2019; and

WHEREAS, any and all other legal prerequisites relating to the adoption of this Ordinance have occurred.

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

- 1. Purpose.** The purpose of this Ordinance is to amend Chapter 15.04 of the City of Woodland Municipal Code, adopting by reference the 2019 Edition of the California Building

Standards Code as provided in Title 24 of the California Code of Regulations (“California Building Standards Code”), including the California Building Code, 2019 Edition (California Code of Regulations, Title 24, Part 2), which incorporates and amends the International Building Code, 2018 Edition; the California Residential Code, 2019 Edition (California Code of Regulations, Title 24, Part 2.5), which incorporates and amends the International Residential Code, 2018 Edition; the California Electrical Code, 2019 Edition (California Code of Regulations, Title 24, Part 3), which incorporates and amends the National Electrical Code, 2017 Edition; the California Mechanical Code, 2019 Edition (California Code of Regulations, Title 24, Part 4), which incorporates and amends the Uniform Mechanical Code, 2018 Edition; the California Plumbing Code, 2019 Edition (California Code of Regulations, Title 24, Part 5), which incorporates and amends the Uniform Plumbing Code, 2018 Edition; the California Green Building Standards Code, 2019 Edition (California Code of Regulations, Title 24, Part 11); the California Building Energy Efficiency Standards, 2019 Edition; adopting by reference the Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition, the Uniform Housing Code, 1997 Edition, and the Uniform Security Code, 1997 Edition, together with certain additions, insertions, deletions and changes thereto, to regulate the erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, electrical, plumbing, mechanical, and maintenance of all buildings or structures in the City of Woodland; provide for the issuance of permits and collection of fees set forth in the City of Woodland Comprehensive Fee Schedule; and provide for penalties for the violation of the codes adopted herein.

2. Authority. The City Council enacts this Ordinance under the authority granted to the City as follows:

(a) California Government Code Section 50022 et seq. authorizes the City to adopt by reference the California Building Standards Code and authorizes the City to adopt other uniform codes by reference;

(b) California Health & Safety Code Sections 17958.7 and 18941.5 authorize the City to adopt the California Building Standards Code with modifications determined to be reasonably necessary because of local climatic, geological or topographical conditions.

3. Findings. The City Council hereby finds that the proposed amendments to the 2019 California Building Standards Code are more restrictive than the standards adopted by the California Building Standards Commission, and are reasonably necessary because of local climatic, geologic or topographic conditions, based on the express findings and determinations, marked in relation to the respective amendments provided in this ordinance, described in “Exhibit A” attached hereto, and hereby adopted by the City Council as the findings to support the modifications to the California Building Standards Code.

4. Amendment. Chapter 15.04 of the City of Woodland Municipal Code is hereby amended in its entirety to read as follows:

CHAPTER 15.04

BUILDING CODES

Sections:

15.04.010 Adoptions of the Codes and Related Appendices

15.04.020 Violation of Codes – Penalties
15.04.030 Amendments to the California Building Code
15.04.040 Amendments to the California Electrical Code
15.04.050 Amendments to the California Mechanical Code
15.04.060 Amendments to the California Plumbing Code
15.04.070 Amendments to the Uniform Code Abatement of Dangerous Buildings
15.04.080 Amendments to the Uniform Housing Code
15.04.090 Amendments to the Uniform Security Code
15.04.100 Amendments to the California Residential Code
15.04.110 Amendments to the California Green Building Standards Code

Sec. 15.04.010 Adoption of Codes

- (a) The 2019 Edition of the California Building Code contained in Part 2 of Title 24 of the California Code of Regulations, which incorporates and amends the 2018 Edition of the International Building Code published by the International Code Council, together with Chapter 1, is hereby adopted by reference as the Building Code of the City of Woodland;
- (b) The 2019 Edition of the California Residential Code contained in Part 2.5 of Title 24 of the California Code of Regulations, which incorporates and amends the 2018 Edition of the International Residential Code published by the International Code Council, is hereby adopted by reference as the Residential Code of the City of Woodland;
- (c) The 2019 Edition of the California Electrical Code contained in Part 3 of Title 24 of the California Code of Regulations, which incorporates and amends the 2017 Edition of the National Electrical Code published by the National Fire Protection Association, is hereby adopted by reference as the Electrical Code of the City of Woodland;
- (d) The 2019 Edition of the California Mechanical Code contained in Part 4 of Title 24 of the California Code of Regulations, which incorporates and amends the 2018 Edition of the Uniform Mechanical Code published by the International Association of Plumbing and Mechanical Officials, is hereby adopted by reference as the Mechanical Code of the City of Woodland;
- (e) The 2019 Edition of the California Plumbing Code contained in Part 5 of Title 24 of the California Code of Regulations, which incorporates and amends the 2018 Edition of the Uniform Plumbing Code published by the International Association of Plumbing and Mechanical Officials, together with and Appendix I, not included in the 2018 California Plumbing Code, is hereby adopted as the Plumbing Code of the City of Woodland;
- (f) The 2019 Edition of the California Green Building Standards contained in Part 11 of Title 24 of the California Code of Regulations is hereby adopted as the Green Building Standards Code of the City of Woodland;
- (g) All appendices of the aforementioned Codes that have also been adopted by any state agency will be enforced by the City of Woodland as applicable.
- (h) The Uniform Code for the Abatement of Dangerous Buildings, 1997 Edition, published

by the International Conference of Building Officials, is hereby adopted by reference as the Dangerous Buildings Code of the City;

- (i) The Uniform Housing Code, 1997 Edition published by the International Conference of Building Officials, as referenced and adopted by the California Department of Housing and Community Development in Title 25 of the California Code of Regulations pursuant to Sections 17958, 17958.5, 17958.7, 17958.9 and 17959 of the California Health and Safety Code is hereby adopted by reference as the Housing Code of the City;
- (j) The Uniform Security Code, 1997 Edition published by the International Conference of Building Officials, is hereby adopted by reference as the Security Building Code of the City;
- (k) The above-identified codes in this Section 15.04.010 (hereinafter collectively referred to as the "Codes") are adopted for the purpose of prescribing regulations for the erection, construction, modification, repair, maintenance, demolition, use and occupancy of buildings and structures. One copy of each of the Codes shall be maintained for use and examination of the public in the Office of the Building Official.

Sec. 15.04.020 Violation of Codes - Penalties

Violation of any provision of the Codes shall subject the violator to any or all of the following: suit for civil remedy or criminal penalty, or the administrative penalties provided in Chapter 9.20 of the Woodland Municipal Code.

The criminal penalty for the first or second offense shall be punishable as an infraction as defined by the California Penal Code, as amended from time to time. The criminal penalty for a third offense or more, shall be punishable as a misdemeanor as defined by the California Penal Code, as amended from time to time. Nothing in this paragraph shall be construed as precluding the application of the administrative penalties provided in Chapter 9.20 of the Woodland Municipal Code.

Sec. 15.04.030 Amendments to California Building Code

The provisions of this Section 15.04.030 shall constitute local amendments to the cross-referenced provisions of the 2019 Edition of the California Building Code, and shall be deemed to replace the cross-referenced section in said Code with the respective provisions set forth in this Section 15.04.030.

- (a) Section 105.3 is amended by adding Item 8 at the end of the text of that section to read as follows:

“8. The permittee or his authorized agent shall provide a list of the subcontractors whose services are required and will be part of the prime contract. The permittee, who shall be the owner of the improvements for which the permit is to be issued or the general contractor who has assumed the prime contract shall be responsible for the fees for all permits required for the completion of improvements for which the building permit applied for is to be issued. None of the forgoing shall be construed to prevent subcontractors from applying for and receiving permits upon payment of fees in accordance with other applicable

ordinances.”

- (b) Section 105.5 is deleted and replaced with the following:

“105.5 Expiration. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 12 months, per California Health and Safety Code 18938.5-.6, after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 12 months. A permit will be considered abandoned if the department has no record of inspections for a period of 12 months. Every permit issued by the Building Official under the provisions of this code shall expire and become null and void two years from the date of issuance, with the exception of plumbing, electrical, and mechanical repair or alterations, and building maintenance repairs which shall expire and become null and void one year from the date of issuance. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 12 months each. The extension shall be requested in writing and justifiable cause demonstrated.”

- (c) Section 109.2 is amended by adding at the end of the text of that section, a new paragraph to read as follows:

“Permit fees for each permit shall be as set forth in the “The City of Woodland Comprehensive Fee Schedule,” except for permits issued covering work performed on buildings or structures owned, leased, or operated by any City, County, State, Federal government agency, or any public agency or district.

In addition, Capital Improvement Facilities Fees shall be as set forth below.

(1) Facilities Fees.

- (i) Capital improvement facilities fees are hereby established as a condition of the issuance of building permits in the city. In addition to the citywide capital improvement facilities fee (the major projects financing plan fee or “MPFP”), the Spring Lake infrastructure fee (“SLIF”) is hereby established as a condition of the issuance of building permits in the Spring Lake specific plan area. The City Council shall, by separate resolutions, set forth the specific amounts of the MPFP and the SLIF, identify the specific public improvements to be financed thereby, describe the estimated costs of these facilities, describe the reasonable relationship between such facilities and the various types of new developments, and describe the relationship between the need for the public facility and the various types of new developments.
 - (ii) Facilities fees shall be paid by each applicant concurrent with the issuance of a building permit.
- (2) Limited Use of Facilities Fees. The revenues raised by payment of these facilities fees shall be placed in separate and special accounts, and such revenues, along with any interest earnings on each account, shall be used solely to:
- (i) Pay for the City’s future construction of each category of facilities described in the

resolution enacted pursuant to Section 108.2(1)(i) above, or to reimburse the city for those facilities identified in the resolution which have been constructed by the city with funds advanced from other sources;

(ii) Reimburse developers who have installed such identified facilities which are oversized with supplemental size, length, or capacity; or

(iii) Allow temporary borrowing between categories of facilities fee accounts, consistent with Government Code Section 66006(a).

(3) Supplemental Fees. An applicant may propose a project, the impact upon public facilities of which, in the judgment of the director of public works, is significantly greater than that used to calculate the standard fees. The director of public works may make such a determination on a case-by-case basis and may impose a supplemental fee on such project.

The determination shall be made based upon the application for a development permit, or upon the application for a building permit if no development permit is required, and any additional information requested by the director of public works. The director of public works may require the developer to submit engineering data, calculations, or other project information which is necessary to make a determination pursuant to this paragraph.

(4) Administrative Guidelines. The City Council shall, by resolution, adopt Administrative Guidelines to provide procedures for the calculation, adjustment, reimbursement, credit, deferral, or waiver of the Capital Improvement Facilities Fees. However, in no event shall facilities fees be waived unless an alternative source of funding to replace the fees has been secured.”

(d) Section 114 is amended to read as follows:

“Section 114 Violations

114.1 Unlawful acts. It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, move, remove, demolish or occupy any building, structure or equipment regulated by this code, or cause same to be done, in conflict with or in violation of any of the provisions of this code.

114.2 Notice of violation. The building official is authorized to serve a notice of violation or order on the person responsible for the erection, construction, alteration, extension, repair, moving, removal, demolition, or occupancy of a building or structure in violation of the provisions of this code, or in violation of a permit or certificate issued under the provisions of this code. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation.

114.3 Prosecution of violation. If the notice of violation is not complied with promptly, the building official is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code or of the order or direction made

pursuant thereto.

114.4 Violation penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed in Section 15.04.020 of the Woodland Municipal Code.”

- (e) Section 406.3.1 is amended by adding, at the end of the text of that section, a new paragraph to read as follows:

“All concrete driveways designed to access Group U occupancies associated with private garages or carports shall be constructed with the following requirements:

- (i) The minimum thickness of concrete driveway slabs supported directly on the ground shall not be less than 4 inches.
- (ii) The minimum concrete mix shall be 5 sacks per cubic yard of concrete.
- (iii) The concrete driveway shall be reinforced with not less than No.3 bar at 18 inches on center in both directions placed at mid height of the slab or an approved alternate.
- (iv) The concrete driveway shall be underlain by a minimum of 3 inches of gravel base material.”

- (f) Section 1907.1 is amended by deleting and replacing the first paragraph with a new paragraph to read as follows:

“1907.1 General. The thickness of concrete floor slabs supported directly on the ground shall not be less than 4 inches (101.6 mm). A 10-mil (0.010 inch; 0.25 mm) polyethylene vapor retarder with joints lapped not less than 6 inches (152 mm) shall be placed between the base course or subgrade and the concrete floor slab, or other approved equivalent methods or materials shall be used to retard vapor transmission through the floor slab. The minimum concrete mix shall be 5 sacks per cubic yard of concrete. The floor slab shall be reinforced with a minimum No. 4 bar 18 inches on center in both directions. All soils having a Plasticity Index (PI) of 15 or greater, determined in accordance with ASTM D 4318, shall be considered expansive requiring floor slabs designed complying with CBC 1808.6.2.”

- (g) The following local regulation related to asphalt paving (not involving regulations contained in the California Building Standards Code) is hereby adopted to include the following requirements for asphalt paving:

- “(i) The minimum structural section of on-site asphalt paving shall be 3 inches of asphalt concrete over 8 inches of Class II aggregate base.
- (ii) The Class II aggregate base shall be compacted to a minimum 95% over

subgrade compacted to 92 %.

- (iii) The shipping areas, or other areas paved in anticipation of regular truck traffic, the minimum structural section shall be based upon the recommendations of the certified soils engineering report according to an appropriate traffic index for the anticipated use.”

Sec. 15.04.040 Amendments to California Electrical Code

The provisions of this Section 15.04.040 shall constitute local amendments to the cross-referenced provisions of the 2019 Edition of the California Electrical Code and shall be deemed to replace the cross-referenced section in said Code with the respective provisions set forth in this Section 15.04.040.

- (a) Section 89.108.4.2 is amended by adding, at the end of the text of that section, a new paragraph to read as follows:

“Permit fees for each permit shall be as set forth in the “The City of Woodland Comprehensive Fee Schedule,” except for permits issued covering work performed on buildings or structures owned, leased, or operated by any City, County, State, Federal government agency, or any public agency or district.”

Sec. 15.04.050 Amendments to California Mechanical Code

The provisions of this Section 15.04.050 shall constitute local amendments to the cross-referenced provisions of the 2019 Edition of the California Mechanical Code and shall be deemed to replace the cross-referenced section in said Code with the respective provisions set forth in this Section 15.04.050.

- (a) Section 1.8.4.2 is amended by adding, at the end of the text of that section, a new paragraph to read as follows:

“Permit fees for each permit shall be as set forth in the “The City of Woodland Comprehensive Fee Schedule,” except for permits issued covering work performed on buildings or structures owned, leased, or operated by any City, County, State, Federal government agency, or any public agency or district.”

Sec. 15.04.060 Amendments to California Plumbing Code

The provisions of this Section 15.04.060 shall constitute local amendments to the cross-referenced provisions of the 2019 Edition of the California Plumbing Code, and shall be deemed to replace the cross-referenced section in said Code with the respective provisions set forth in this Section 15.04.060.

- (a) Section 104.3.2 is amended by adding, at the end of the text of that section, a new paragraph to read as follows:

“Permit fees for each application shall be as set forth in the “The City of Woodland Comprehensive Fee Schedule,” except for permits issued covering work performed on buildings or structures owned, leased, or operated by any City, County, State, Federal

government agency, or any public agency or district.”

- (b) Section 609.3 is amended by adding, at the beginning of the text of that section, a new paragraph to read as follows:

“Water piping within a building shall not be installed in or under a concrete slab resting on the ground without prior approval of the Building Official.”

Sec. 15.04.070 Amendments to the Uniform Code for the Abatement of Dangerous Buildings

The provisions of this Section 15.04.070 shall constitute local amendments to the cross-referenced provisions of the 1997 Edition of the Uniform Code for the Abatement of Dangerous Buildings and shall be deemed to replace the cross-referenced section in said Code with the respective provisions set forth in this Section 15.04.070.

- (a) Section 201 is amended, by adding at the end of the text of that section, the following new subsections:

“201.4 Authority to Disconnect Utilities. The Building Official or the Building Official's authorized representative shall have the authority to disconnect a utility service or energy supplied to the building, structure or building equipment therein regulated by this Code, or the City of Woodland's Building Code, Residential Code, Mechanical Code, Plumbing Code, or Electrical Code, in case of emergency where necessary to eliminate an immediate hazard to life or property. The Building Official shall, whenever possible, notify the serving utility, the owner and occupant of the building, structure or building service equipment of the decision to disconnect prior to taking such action, and shall notify such serving utility, owner and occupant of the building, structure or building service equipment, in writing, of such disconnection immediately thereafter.

201.5 Authority to Condemn Building Service Equipment. When the Building Official ascertains that building service equipment regulated in the City of Woodland's Building Code, Residential Code, Mechanical Code, Plumbing Code, or Electrical Code has become hazardous to life, health, or property, or has become unsanitary, the Building Official shall order in writing that such equipment either be removed or restored to a safe or sanitary condition, as appropriate. The written notice itself shall fix a time limit of compliance with such order. Defective building service equipment shall not be maintained after receiving such notice. When such equipment or installation is to be disconnected, a written notice of such disconnection and causes therefore shall be given within 24 hours to the serving utility, the owner, and occupant of such building, structure, or premises. When any building service equipment is maintained in violation of the City of Woodland's Building Code, Residential Code, Mechanical Code, Plumbing Code, or Electrical Code, and in violation of a notice issued pursuant to the provisions of this section, the Building Official shall institute appropriate action to prevent, restrain, correct, or abate the violation.

201.6 Connection after Order to Disconnect. Persons shall not make connections from an energy, fuel or power supply nor supply energy or fuel to building service equipment which has been disconnected or ordered to be disconnected by the Building Official or the

use of which has been ordered to be discontinued by the Building Official until the Building Official authorizes the reconnection and use of such equipment.”

(b) Section 302 is hereby deleted and replaced to read as follows:

“Section 302 Dangerous Buildings.

For the purpose of this code, the words set out in this section shall have the following meaning:

- A. “Abandoned building or structure” means any building or structure which has not been actively utilized for a lawful purpose, which has not been maintained, and which has not been rendered inaccessible to members of the public by boarding or similar means, for a continuous period of not less than six months.
- B. A “dangerous building or structure” means that the condition or defect hereinafter described exists to the extent that life, health, property or safety of the public or its occupants are endangered:
 - (1) Whenever any door, aisle, passageway, stairway or other means of exit is not of sufficient width or size, or is not so arranged as to provide safe and adequate means of exit in case of fire or panic;
 - (2) Whenever the walking surface of any aisle, passageway, stairway or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of a fire or panic;
 - (3) Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one half times the working stress or stresses allowed in the city building code for new buildings of similar structure, purpose or location;
 - (4) Whenever any portion thereof has been damaged by fire, earthquake, wind, flood, or by any other cause, to such an extent that the structural strength or stability thereof is materially less than it was before such catastrophe and is less than the minimum requirements of the city building code for new buildings of similar structure, purpose or location;
 - (5) Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property;
 - (6) Whenever any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting a wind pressure of one-half of that specified in the city building code for new buildings of similar structure, purpose or location without exceeding the working stresses permitted in the city building code for such buildings;
 - (7) Whenever any portion thereof has wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar new construction;

- (8) Whenever the building or structure, or any portion thereof, because of dilapidation, deterioration, or decay; faulty construction; the removal, movement or instability of any portion to the ground necessary for the purpose of supporting such building; the deterioration, decay or inadequacy of its foundation; or any other cause, is likely to partially or completely collapse;
- (9) Whenever for any reason, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is being used;
- (10) Whenever the exterior walls or other vertical structural members list, lean or buckle to such an extent that a plumb-line passing through the center of gravity does not fall inside the middle of one-third of the base;
- (11) Whenever the building or structure, exclusive of the foundation, shows thirty-three percent or more damage or deterioration of its supporting member or members, fifty percent damage or deterioration of its nonsupporting members, enclosing or outside walls or coverings;
- (12) Whenever the building or structure has been so damaged by fire, wind, earthquake or flood, or has become so dilapidated or deteriorated through lack of maintenance, as to become an attractive nuisance to children; a harbor for vagrants, criminals or immoral persons; or as to enable persons to resort thereto for the purpose of committing unlawful or immoral acts;
- (13) Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any nonsupporting part, member or portion, less than fifty percent, or in any supporting part, member or portion less than sixty-six percent of the strength, fire-resisting qualities or characteristics, or weather-resisting qualities or characteristics required by law in the case of a newly constructed building of like area, height and occupancy in the same location;
- (14) Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise is determined by the code enforcement officer, to be unsanitary, unfit for human habitation or in such condition that is likely to cause sickness or disease;
- (15) Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, faulty gas connections or heating apparatus, faulty construction, or other cause, is determined by the code enforcement officer to be a fire, health, or safety hazard;
- (16) Whenever any portion of a building or structure remains on a site after the demolition or destruction of the building or structure;
- (17) Wherever any building or structure is abandoned.”

Sec. 15.04.080 Amendments to Uniform Housing Code

The provisions of this Section shall constitute local amendments to the cross-referenced provisions of the 1997 Edition of the Uniform Housing Code and shall be deemed to replace the cross-referenced section in said Code with the respective provisions set forth in this chapter.

Chapter 10 is hereby deleted and replaced to read as follows:

“Section 1001 Definitions

1001.1 General. Any building or portion thereof that is determined to be an unsafe building in accordance with Section 1.1.2 of the California Building Code, or any building or portion thereof, including any dwelling unit, guest room or suite of rooms, or the premises on which the same is located, in which there exists any of the conditions referenced in this section and the definition of “substandard building” as set forth in the state of California, Health and Safety Code 17920.3, as amended, to an extent that endangers the life, limb, health, property, safety or welfare of the public or the occupants thereof, shall be deemed and hereby are declared to be substandard a building.

1001.2 Inadequate Sanitation shall, include but not limited to, the following:

1. Lack of, or improper water closet, lavatory, or bathtub or shower in a dwelling unit.
2. Lack of, or improper water closets, lavatories, and bathtubs or showers per number of guests in a hotel.
3. Lack of, or improper kitchen sink.
4. Lack of hot and cold running water to plumbing fixtures in a hotel.
5. Lack of hot and cold running water to plumbing fixtures in a dwelling unit.
6. Lack of adequate heating.
7. Lack of, or improper operation of required ventilating equipment.
8. Lack of minimum amounts of natural light and ventilation required by this code.
9. Room and space dimensions less than required by this code.
10. Lack of required electrical lighting.
11. Dampness of habitable rooms.
12. Infestation of insects, vermin or rodents as determined by the code enforcement officer.
13. Visible mold growth, as determined by a code enforcement officer, excluding the presence of mold that is minor and found on surfaces that can accumulate moisture as part of their properly functioning and intended use.
14. General dilapidation or improper maintenance.

15. Lack of connection to a functional sewage disposal system.
16. Lack of adequate garbage and rubbish storage and removal facilities as determined by the code enforcement officer.
17. Lack of an adequate and safe water supply.

1001.3 Structural Hazards shall include, but not limited to, the following:

1. Deteriorated or inadequate foundations.
2. Defective or deteriorated flooring or floor supports.
3. Flooring or floor supports of insufficient size to carry imposed loads with safety.
4. Members of walls, partitions, or other vertical supports that split, lean, list, or buckle due to defective material or deterioration.
5. Members of walls, partitions, or other vertical supports that are of insufficient size to carry imposed loads with safety.
6. Members of ceilings, roofs, ceilings and roof supports, or other horizontal members which sag, split, or buckle due to defective material or deterioration.
7. Members of ceilings, roofs, ceiling and roof supports, or other horizontal members that are of insufficient size to carry imposed loads with safety.
8. Fireplaces or chimneys which list, bulge or have settled, due to defective materials or deterioration.
9. Fireplaces or chimneys which are of insufficient size or strength to carry imposed loads with safety.
10. Cesspools and septic tanks which are structurally unsound.

1001.4 Any nuisance. Any condition constituting a nuisance in Chapter 9.04.

1001.5 Hazardous Electrical wiring. Electrical wiring that was installed in violation of code requirements in effect at the time of installation or electrical wiring not installed in accordance with generally accepted construction practices in areas where no codes were in effect or that has not been maintained in good condition or that is not being used in a safe manner.

1001.6 Hazardous Plumbing. Plumbing that was installed in violation of code requirements in effect at the time of installation or plumbing not installed in accordance with generally accepted construction practices in areas where no codes were in effect or that has not been maintained in good condition or that is not free of cross-connections or siphonage between fixtures or that is not being used in a safe manner.

1001.7 Hazardous Mechanical Equipment. Mechanical equipment, including vents, that was installed in violation of code requirements in effect at the time of installation or mechanical equipment not installed in accordance with generally accepted construction practices in areas where no codes were in effect or that has not been maintained in good and safe condition.

1001.8 Faulty Weather Protection shall include, but not limited to, the following:

1. Deteriorated, crumbling, or loose plaster.
2. Deteriorated or ineffective waterproofing of exterior walls, roof, foundations, or floors, including broken window or doors.
3. Defective or lack of weather protection for exterior wall coverings, including lack of paint or weathering due to lack of paint or other approved protective covering.
4. Broken, rotted, split, or buckled exterior wall coverings or roof coverings.

1001.9 Fire Hazard. Any building or portion thereof, device, apparatus, equipment, combustible waste, or vegetation that, in the opinion of the chief of the fire department or his deputy, is in such a condition as to cause a fire or explosion or provide a ready fuel to augment the spread and intensity of fire or explosion arising from any cause.

1001.10 Faulty Materials of Construction. All materials of construction, except those which are specifically allowed or approved by this code and the Building Code, and which have been adequately maintained in good and safe condition.

1001.11 Hazardous or unsanitary premises. Those premises on which an accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rodent harborages, stagnant water, combustible materials, and similar materials or conditions constitute fire, health, or safety hazards.

1001.12 Inadequate Maintenance. Any building or portion thereof that is determined to be an unsafe building due to inadequate maintenance in accordance with the attest edition of the Building Code.

1001.13 Inadequate Exits. All buildings or portions thereof not provided with adequate exit facilities as required by this code, except those buildings or portions thereof whose exit facilities conformed with all applicable laws at the time of their construction and that have been adequately maintained and increased in relation to any increase in occupant load, alteration or addition, or any change in occupancy. When an unsafe condition exists through lack of, or improper location of, exits, additional exits may be required to be installed.

1001.14 Inadequate Fire-protection or Firefighting Equipment. All buildings or portions thereof not provided with the fire-resistive construction or fire-extinguishing systems or equipment required by this code, except those buildings or portions thereof that conformed with all applicable laws at the time of their construction and whose fire-resistive integrity and fireextinguishing systems or equipment have been adequately maintained and improved in relation to any increase in occupant load, alteration or addition, or any change in occupancy.

1001.15 Improper Occupancy. All buildings or portions thereof occupied for living, sleeping, cooking, or dining purposes that were not designed or intended to be used for those occupancies.

1001.16 Inadequate Structural Resistance. Any building or portion thereof that is determined to be an unsafe building due to inadequate structural resistance to horizontal forces in accordance

with the Building Code.”

“Substandard building: includes a building not in compliance with Health and Safety Code Section 13143.2.

However, a condition that would require displacement of sound walls or ceilings to meet height, length, or width requirements for ceilings, rooms, and dwelling units shall not by itself be considered sufficient existence of dangerous conditions making a building a substandard building, unless the building was constructed, altered or converted in violation of those requirements in effect at the time of construction, alterations, or conversion.”

Sec. 15.04.090 Amendments to Uniform Security Code

The provisions of this Section shall constitute local amendments to the 1997 Edition of the Uniform Security Code.

(a) Section 1020 is hereby added to read as follows:

“Section 1020 Residential Buildings.

C. Street numbers and other identifying data shall be displayed as follows:

- (1) All residential dwellings shall display a lighted street number in a prominent location on the street side of the residence entrance in such a position that the number is easily visible to approaching emergency vehicles. The numerals shall be no less than four inches in height. If the house number is located on the garage wall it shall be on the wall closest to the front entrance.
- (2) There shall be positioned at each entrance of a multiple-family dwelling complex an illuminated diagrammatic representation of the complex which shows the location of the viewer and the unit designations within the complex. In addition, each individual unit within the complex shall display a prominent identification number, not less than four inches in height and illuminated which is easily visible to approaching vehicular and/or pedestrian traffic.
- (3) The above two sections may be modified by the Fire Marshal.

D. Lighting in multiple-family dwellings shall be as follows:

- (1) Aisles, passageways, and recesses related to and within the building complex shall be illuminated with an intensity of at least twenty-five one hundredth foot-candles at the ground level during the hours of darkness. Lighting devices shall be protected by weather and vandalism resistant covers.
- (2) Open parking lots and carports shall be provided with a maintained minimum of one foot-candle of light on the parking surface during the hours of darkness. Lighting devices shall be protected by weather and vandalism resistant covers.”

(b) Section 1021 is hereby added to read as follows:

“Section 1021 Commercial Buildings.

- (a) Windows shall be deemed accessible if less than twelve feet above ground.
Accessible windows having a pane exceeding ninety-six square inches in an area with the smallest dimension exceeding six inches and not visible from a public or private thoroughfare shall be protected in the following manner:
 - (1) Fully tempered glass or burglary resistant glazing (Fire Department approval required); or
 - (2) The following window barriers may be used but shall be secured with non-removable bolts:
- (b) Inside or outside iron bars of at least one-half-inch round or one by one-quarter-inch flat steel material spaced not more than five inches apart and securely fastened;
or
- (c) Inside or outside iron or steel grills of at least one-eighth inch material with not more than a two-inch mesh and securely fastened.
 - (1) If a side or rear window is of the type that can be opened, it shall, where applicable, be secured on the inside with either a slide bar, bolt, crossbar, auxiliary locking device, and/or padlock with hardened steel shackle, a minimum four pin tumbler operation.
 - (2) The protective bars or grills shall not interfere with the operation of opening windows if such windows are required to be openable by the Building Code or by the Fire Code for required access openings for firefighting purposes. (Fire Department approval required).
- (d) All exterior transoms exceeding ninety-six square inches on the side and rear of any building or premises used for business purposes shall be protected by one of the following:
 - (1) Fully tempered glass or rated burglary resistant glazing (Fire Department approval may be required); or
 - (2) The following barriers may be used but shall be secured with non-removable bolts:
 - i. Outside iron bars of at least one-half inch round or one by one-quarter-inch flat steel material, spaced no more than five inches apart and securely fastened, or
 - ii. Outside iron or steel grills of at least one-eighth inch with not more than a two-inch mesh and securely fastened;
 - iii. The protective bars or grills shall not interfere with the operation of

opening the transoms if such transoms are required to be openable by the Building Code.

(e) Roof openings shall be equipped as follows:

(1) All skylights on the roof of any building or premises used for business purposes shall be provided with:

- i. Rated burglary resistant glazing; or
- ii. Iron bars of at least one-half-inch round or one by one-fourth-inch flat steel material under the skylight and securely fastened.
- iii. Steel grill of at least one-eighth-inch material with a maximum two-inch mesh under the skylight and securely fastened.

(2) All hatchway openings on the roof of any building or premises used for business purposes shall be secured as follows:

- i. If the hatchway is of wooden material, it shall be covered on the inside with at least sixteen U.S. gauge sheet metal, or its equivalent, attached with screws.
- ii. The hatchway shall be secured from the inside with a slide bar or slide bolts. (Fire Department approval required.)
- iii. Outside hinges on all hatchway openings shall be provided with non-removable pins when using pin-type hinges.

(3) All air duct or air vent openings exceeding ninety-six square inches on the roof or exterior walls of any building or premises used for business purposes shall be secured by covering the same with either of the following:

- i. Iron bars on at least one-half inch round or one by one-fourth inch flat steel material spaced no more than five inches apart and securely fastened; or
- ii. Iron or steel grills of at least one-eighth-inch material with a maximum two-inch mesh and securely fastened.

(4) If the barrier is on the outside, it shall be secured with bolts which are non-removable from the exterior.

(5) The above (3) and (4) must not interfere with venting requirements creating a potentially hazardous condition to health and safety or conflict with the provisions of the Building Code or Mechanical Code.

(f) Permanently affixed ladders leading to roofs shall be fully enclosed with sheet metal to a height of eight feet. This covering shall be locked against the ladder with a case hardened hasp, secured with non-removable screws or bolts. Hinges on the cover shall be provided with non-removable pins when using pin-type hinges. If a padlock is used, it shall have a hardened steel shackle, locking at both heel and toe,

and a minimum five pin tumbler operation with non-removable key when in an unlocked position.

- (g) A building located within eight feet of utility poles or similar structures which can be used to gain access to the building's roof, windows, or other openings shall have such access area barricaded or fenced with materials to deter human climbing.
- (h) The following standards shall apply to lighting, address identification and parking areas:
 - (1) The address number of every commercial building shall be internally illuminated during the hours of darkness so that it shall be easily visible from the street. The numerals in these numbers shall be no less than six inches in height. This standard may be modified by the Fire Marshal.
 - (2) All exterior commercial doors, during the hours of darkness, shall be illuminated with a minimum of one foot-candle of light. All exterior bulbs shall be protected by weather and vandalism resistant cover(s).
 - (3) Open parking lots, and access thereto, providing more than ten parking spaces and for use by the general public, shall be provided with a maintained minimum of one foot-candle of light on the parking surface from dusk until the termination of business every operating day.”

Sec. 15.04.100 Amendments to the California Residential Code

The provisions of this Section 15.04.100 shall constitute local amendments to the cross-referenced provisions of the 2019 Edition of the California Residential Code, and shall be deemed to replace the cross-referenced section in said Code with the respective provisions set forth in this Section 15.04.100.

- (a) Section R105.3 is amended by adding Item 8 at the end of the text of that section to read as follows:

“8. The permittee or his authorized agent shall provide a list of the subcontractors whose services are required and will be part of the prime contract. The permittee, who shall be the owner of the improvements for which the permit is to be issued or the general contractor who has assumed the prime contract shall be responsible for the fees for all permits required for the completion of improvements for which the building permit applied for is to be issued. None of the forgoing shall be construed to prevent subcontractors from applying for and receiving permits upon payment of fees in accordance with other applicable ordinances.”
- (b) Section R105.5 is deleted and replaced with the following:

“**Section R105.5 Expiration.** Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 12 months after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 12 months. A permit will be considered abandoned if the department has no record of

inspections for a period of 12 months. Every permit issued by the Building Official under the provisions of this code shall expire and become null and void two years from the date of issuance, with the exception of plumbing, electrical, and mechanical repair or alterations, and building maintenance repairs which shall expire and become null and void one year from the date of issuance. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 12 months each. The extension shall be requested in writing and justifiable cause demonstrated.”

- (c) Section R108.2 is amended to read as follows:

“R108.2 Schedule of permit fees. On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, the fee for each permit shall be as set forth in the “The City of Woodland Comprehensive Fee Schedule,” except for permits issued covering work performed on buildings or structures owned, leased, or operated by any City, County, State, Federal government agency, or any public agency or district.”

- (d) Section R113 is amended to read as follows:

“Section R113 Violations.

R113.1 Unlawful acts. It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, move, remove, demolish or occupy any building, structure or equipment regulated by this code, or cause same to be done, in conflict with or in violation of any of the provisions of this code.

R113.2 Notice of violation. The building official is authorized to serve a notice of violation or order on the person responsible for the erection, construction, alteration, extension, repair, moving, removal, demolition or occupancy of a building or structure in violation of the provisions of this code, or in violation of a detail statement or a plan approved thereunder, or in violation of a permit or certificate issued under the provisions of this code. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation.

R113.3 Prosecution of violation. If the notice of violation is not complied with in the time prescribed by such notice, the building official is authorized to request the legal counsel of the jurisdiction to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the building or structure in violation of the provisions of this code or of the order or direction made pursuant thereto.

R113.4 Violation penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or, repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed in Section 15.04.020 of the Woodland Municipal Code.”

- (e) Section R403.1.8 is amended by deleting the “Exception” and replacing with:

“Note: Refer to Section R506 for alterations, additions, and accessory buildings.”

- (f) Section R506 is amended by adding after the section heading:

“Note: This section is limited to alterations, additions, and accessory buildings.”

- (g) Section R506.1 is amended to read as follows:

R506.1 General. Concrete slab-on-ground floors shall be a minimum 4 inches (101.6mm) thick (for expansive soils, see Section R403.1.8). The specified compressive strength of concrete shall be as set forth in Section R402.2.

- (h) Section R506.2.3 is deleted and replaced with the following:

“R506.2.3 Vapor retarder. A 10 mil (0.010 inch; 0.25 mm) polyethylene or approved vapor retarder with joints lapped not less than 6 inches (152 mm) shall be placed between the concrete floor slab and the base course or the prepared subgrade where no base course exists.

Exception: The vapor retarder may be omitted:

1. From detached garages, utility buildings and other unheated accessory structures under 400 square feet.
2. For unheated storage rooms additions having an area of less than 70 square feet (6.5 m2) and carports.
3. From driveways, walks, patios and other flatwork not likely to be enclosed and heated at a later date.
4. Where approved by the building official, based on local site conditions.”

- (i) Section R506.2.4 of the California Residential Code is **deleted and replaced with the following:**

“R506.2.4 Reinforcement support. Where provided in slabs on ground, reinforcement shall be supported to remain in place from the center to upper one third of the slab for the duration of the concrete placement. Reinforcement shall be a minimum of #4-bar at 18 inches on center in both directions.”

Sec. 15.04.110 Amendments to California Green Building Standards Code

The provisions of this Section 15.04.110 shall constitute local amendments to the cross-referenced provisions of the 2019 Edition of the California Green Building Standards Code, and shall be deemed to replace the cross-referenced section in said Code with the respective provisions set forth in this Section 15.04.110.

- (a) None.

5. **Severability.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase

added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses or phrases are declared unconstitutional, invalid or ineffective.

6. Publication. The City Clerk shall certify to the adoption of this ordinance and shall cause a summary thereof to be published at least five (5) days prior to the meeting at which the proposed ordinance is to be adopted and shall post a certified copy of the proposed ordinance in the office of the City Clerk, and with fifteen (15) days of its adoption, shall cause a summary of it to be published, including the vote for and against the same, and shall post a certified copy of the adopted ordinance in the office of the City Clerk, in accordance with California Government Code Section 36933.

7. Effective Date. This ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect on January 1, 2020 which is to be no less than thirty (30) days from and after the date of its final passage and adoption.

8. CEQA. The City Council finds that the changes made to the Codes are enacted to mitigate the threats posed to public peace, health and safety from earthquakes, high winds and fire. Therefore, it can be seen with certainty that adoption of this Ordinance will not have a significant adverse effect on the environment and is therefore exempt from California Environmental Quality Act pursuant to Section 15061(b)(3) of the CEQA Guidelines. Staff is directed to file a notice of exemption within five (5) days of the adoption of this Ordinance.

PASSED AND ADOPTED by the City Council this 15th day of October, 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

Attached Exhibit A

Exhibit A

Findings to Support Amendments to the 2019 Edition of the California Building Standards Code

This Exhibit A provides the express findings and determinations (where necessary pursuant to California Health & Safety Code Sections 17958, 17958.7 and/or 18941.5) justifying the City of Woodland's amendments to the 2019 Edition of the California Building Code, the 2019 Edition of the California Electrical Code, the 2019 Edition of the California Mechanical Code, the 2019 Edition of the California Plumbing Code and the 2019 Edition of the California Residential Code (codified in Title 24 of the California Building Standards Code) as reasonably necessary because of local climatic, geologic or topographic conditions.

Sec 15.04.030 Amendments to California Building Code

Amendment Section, pursuant to Ord. No.	Building Code Section Impacted	Amendment	Justification (see below key to justifications)
Sec. 15.04.030	Section 105.3	Adds text regarding subcontractors and permits	A
Sec. 15.04.030	Section 105.5	Deletes and replaces the text regarding expiration of permits	A
Sec. 15.04.030	Section 109.2	Adds text authorizing permit fees, as established by separate City Council resolutions	A
Sec. 15.04.030	Section 114	Amends text regarding violations and penalties	A
Sec. 15.04.030	Section 406.3.1	Adds text regarding concrete driveways	B
Sec. 15.04.030	Section 1907.1	Deletes and replaces the first paragraph regarding concrete floor slabs	B
Sec. 15.04.030	N/A	Adds local language related to asphalt paving	B

Sec 15.04.040 Amendments to California Electrical Code

Amendment Section, pursuant to Ord. No.	Electrical Code Section Impacted	Amendment	Justification (see below for justifications)
Sec. 15.04.040	Section 89.108.4.2	Adds text regarding how permits fees are set forth in “The City of Woodland Comprehensive Fee Schedule”	A

Sec 15.04.050 Amendments to California Mechanical Code

Amendment Section, pursuant to Ord. No.	Mechanical Code Section Impacted	Amendment	Justification (see below For justifications)
Sec. 15.04.050	Section 1.8.4.2	Adds text regarding how permits fees are set forth in “The City of Woodland Comprehensive Fee Schedule”	A

Sec 15.04.060 Amendments to California Plumbing Code

Amendment Section, pursuant to Ord. No.	Plumbing Code Section Impacted	Amendment	Justification (see below for justifications)
Sec. 15.04.060	Section 1.8.4.2	Deletes text and adds text regarding how permits fees are set forth in “The City of Woodland Comprehensive Fee Schedule”	A
Sec. 15.04.060	Section 609.3	Adds text regarding installation of water piping	C

Sec 15.04.100 Amendments to California Residential Code

Amendment Section, pursuant to Ord. No.	Plumbing Code Section Impacted	Amendment	Justification (see below For justifications)

Sec. 15.04.100	Section R105.3	Adds text regarding subcontractors and permits	A
Sec. 15.04.100	Section R105.5	Deletes and replaces the text regarding expiration of permits	A
Sec. 15.04.100	Section R108.2	Deletes text and adds text regarding how permits fees are set forth in “The City of Woodland Comprehensive Fee Schedule”	A
Sec. 15.04.100	Section R113	Amends text regarding violations and penalties	A
Sec. 15.04.100	Section R403.1.8	Deletes text and adds text regarding foundations and floor slabs	B
Sec. 15.04.100	Section R506	Adds text regarding a note that this section refers to alterations, additions and accessory buildings	B
Sec. 15.04.100	Section R506.1	Deletes and replaces text regarding concrete floor slabs	B
Sec. 15.04.100	Section R506.2.3	Deletes and replaces text regarding vapor retarders	B
Sec. 15.04.100	Section R506.2.4	Deletes and replaces text regarding reinforcement for ground slabs	B

Justifications KEY: Findings to Support Amendments to California Building Code, California Electrical Code, California Mechanical Code, California Plumbing Code and California Residential Code

A - This amendment is necessary for administrative clarification, and does not modify a building standard pursuant to California Health & Safety Code Sections 17958, 17958.7 and/or 18941.5. This amendment establishes administrative standards for the effective enforcement of the building standards in the City of Woodland.

B - This amendment is reasonably necessary because of the following local climatic, geological, or topographical conditions:

- (i) Local soil conditions (clay soils) tend to be highly expansive, thereby subject to shrinking and swelling during seasonal drying and wetting conditions, and can cause damage to the foundation and other parts of a structure;

- (ii) The minimum requirements set forth in the amendment is a more restrictive standard, which will better avoid damage due to the pumping action caused by local expansive soils;
- (iii) The type and thickness of the materials set forth in the amendment are more restrictive and will better prevent damage, which can occur from the local condition of highly expansive soils in the City of Woodland.

C - This amendment is reasonably necessary because of the following local climatic, geological, or topographical conditions:

- (i) City of Woodland is within an active seismic area;
- (ii) Local soil conditions (clay soils) tend to be highly expansive (i.e. shrink—swell behavior);
- (iii) The local climate is characterized by markedly delineated rainy and dry seasons, which tend to maximize the expansive characteristics of the soil;
- (iv) City of Woodland has hard water, which is corrosive to ferrous and non-ferrous metals;
- (v) The ground water table is unusually high in many places;
- (vi) Therefore, restrictions on the installation of water piping in or under a concrete slab floor as set forth in the amendment is a more restrictive standard which will better prevent damage which can result from these local conditions described here in items (i) through (v).



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: I.14.
SUBJECT: Lower Cache Creek Flood Feasibility Study, CIP 09-15; Update on progress of feasibility study

Recommendation for Action: Staff recommends that the City Council receive an informational report on the status of the Army Corps of Engineers' Lower Cache Creek Feasibility Study and ongoing efforts to advance projects to provide 200-year flood protection to the City of Woodland.

Staff Contact

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

Council Goal(s)

Infrastructure – Complete Lower Cache Creek Flood Control Plan

Fiscal Impact

This is an informational update and, as such, does not result in any direct fiscal impact.

The Lower Cache Creek Flood Feasibility Study is funded by both federal and non-federal sponsors. The City of Woodland is responsible for roughly 25% under the cost sharing agreement. The City's cost to complete the study is included in the current approved FY2020 Capital Improvement Program. Approximately \$4 million has been spent to date on the project. Under the current plan, when completed, the City will have spent approximately \$4.5 million for the completed study with local enhancements.

Background

The City of Woodland faces significant flood threats from both Cache Creek (located north of the City) and the Yolo Bypass (located east of the City). In their current condition, the south levee of Cache Creek and the west levee of the Yolo Bypass provide less than 100-year flood protection. Winter storms in February 2019 and resultant flows in Cache Creek and levee overtopping proved that the existing Cache Creek levees provide roughly only protection from a 10-year storm event. In order to provide adequate flood protection for land within the existing City boundaries as well as to comply with State statutory requirements imposed by SB 5, various efforts are underway to advance projects that would provide 200-year flood protection to the City of Woodland.

For several years, staff's primary effort in this regard has been working with the U.S. Army Corps of Engineers (USACE) to complete the Lower Cache Creek Feasibility Study (LCCFS). This study is designed to identify specific parameters of a "preferred" project that addresses community flood risks while also meeting the federal requirements of a National Economic Development (NED) plan that would qualify for federal funding, subject to Congressional appropriation.

The project to provide Woodland with 200-year flood protection from Lower Cache Creek is but one of several projects being advanced as part of the regional Central Valley Flood Protection Plan, which, under the direction of the Department of Water Resources (DWR), provides a comprehensive framework for system-wide

management and flood risk reduction planning for the Sacramento and San Joaquin River Basins. Additional projects of interest to the City of Woodland included in the CVFPP are improvements along the Yolo Bypass and levee improvements throughout the region.

At the City's request, in January 2015, the LCCFS was "paused" to further investigate critical issues that were necessary to confirm that the non-Federal sponsors could support the NED project emerging from the Army Corps study. The non-federal sponsors requested the pause so that we could conduct an analysis of the NED without impacting either the study schedule or cost, while also engaging the community to ensure there would be support for the project.

During the pause, the City and DWR spent over \$500,000 in non-project funding to develop additional detail on the NED in order to confirm that the NED Plan could be supported by the community and would not have adverse impacts on the sediment trapping efficiency and mercury TMDL (total maximum daily load) of the Cache Creek Settling Basin. The pause also provided an opportunity for the City Council to engage with the newly-formed Citizens' Flood Advisory Committee to comprehensively review flood risks, the array of flood protection alternatives analyzed, and the criteria used to arrive at a preferred project. In addition, the technical information, developed by the sponsors during the pause, was provided to the USACE to improve the level of detail of the study, and reduce uncertainties associated with the project cost estimate.

In early 2017, the City was informed that the Army Corps of Engineers had re-classified the Lower Cache Creek Feasibility Study to "Inactive" status, thereby halting all federally-funded work. Subsequently, City worked diligently, aided by DWR and our Federal Congressional representatives, to re-activate the LCCFS and secure a commitment from the USACE to complete the study. This advocacy effort was ultimately successful as the USACE re-classified the study in August of 2018.

Most recently, in February 2019, the Lower Cache Creek Feasibility Study completed the Tentatively Selected Plan (TSP) Milestone. The TSP summarizes and ranks the nearly 30 alternatives considered to provide flood protection to the City and recommends the one alternative that meets project objectives and with the highest benefit/cost ratio. The selected alternative needs to be a complete alternative in providing flood protection and the benefits (protected assets) need to have a higher value than the project costs. Of the nearly 30 alternatives considered, only two had a benefit/cost ratio that met the Corps criteria.

Staff continue to be engaged with DWR on ongoing maintenance of the existing Cache Creek levees and to restore what appears to be lost conveyance capacity in the existing channel. The engineering analysis informed the selected alternative assumes, and relies on, ongoing function of the existing Cache Creek levees.

Discussion

The Tentatively Selected Plan – Milestone 2 was completed in February 2019. The study from this point on includes further refinement of the selected alternative. The Corps is currently working towards the Agency Decision Milestone – Milestone 3 (ADM). The ADM includes refinement of engineering on the selected alternative, completion of the draft feasibility study report, and completion of the NEPA document, which is the Supplemental Environmental Impact Statement (EIS). The ADM essentially represents completion of the majority of the engineering and environmental work for the study. The remaining two milestones are more administrative and refinements to the study.

The City is the lead agency under the California Environmental Quality Act (CEQA) and is currently developing the Environmental Impact Report (EIR). A public scoping meeting was held on September 11, 2019

and six scoping letters were received from various stakeholders during the comment period. The development of the EIR is closely coordinated with the Corps development of the Supplemental EIS to minimize duplication of effort. Staff are conducting tribal consultation under AB52 with the Yocha Dehe Wintun Nation as part of the referenced CEQA process.

The selected alternative includes significant flood water conveyance features intended to evacuate flood water as quickly as possible with the goal of not having a negative impact on the 22 structures that remain in the floodplain north of the City. With the project in place, the depth of flooding is not increased for most of the structures and the frequency of flooding is not changed when compared with the existing flooding condition. The conveyance features significantly reduce the duration of flooding when compared with the existing flooding condition for the majority of the structures.

Supplementing the floodwater conveyance features of the preferred alternative, the project includes additional measures to assist property owners that remain in the floodplain north of the project. A memorandum has been prepared to outline these “non-structural” measures that would be offered to the property owners of the 22 structures that remain in the floodplain north of the City. The draft memorandum allows for flexibility in terms of which measures would be negotiated with individual property owners. The draft memorandum also outlines the parameters for acquisition of flood or flowage easements on agricultural lands near the Cache Creek Settling Basin that experience deeper flooding with the project in place. The acquisition of flood or flowage easements is necessary to mitigate for the project impacts. This effort is not part of the Corps LCCFS, but is a City and State effort.

A schedule summary for completion of the Lower Cache Creek Feasibility Study is included below:

- Release of draft feasibility study and draft supplemental EIS – December 2019
- Release of draft EIR for public review – January 2020
- Agency Decision Milestone – March 2020
- Chief’s Report and completion of feasibility study – March 2021

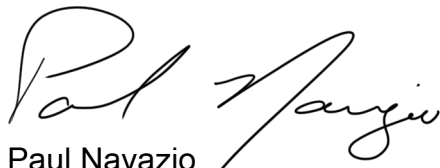
The schedule is subject to change pending the timing of the final signature on the Corps waiver request as well as securing the additional federal funds needed to complete the LCCFS.

Ongoing efforts include public outreach with stakeholders and individual property owners, including the Flood Control Advisory Committee, Yolo County, Woodland Chamber, and the Farm Bureau.

Staff has prepared a presentation to update the City Council on the status of the Lower Cache Creek Feasibility Study that describes the work effort and next steps necessary to meet the project milestones established by the USACE for completion of the study. An outline of the presentation is included as an attachment to this cover memo.

Conclusion

Staff recommends that the City Council receive an informational report on the status of the Army Corps of Engineers’ Lower Cache Creek Feasibility Study and ongoing efforts to advance projects to provide 200-year flood protection to the City of Woodland.



Paul Navazio
City Manager

Attachments:

1. Presentation Outline
2. Lower Cache Creek Feasibility Study Presentation

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: October 15, 2019

SUBJECT: Lower Cache Creek Flood Feasibility Study, CIP 09-15; Update on progress of feasibility study.

Recommendation for Action: Staff recommends that the City Council receive an informational report on the status of the Army Corps of Engineers' Lower Cache Creek Feasibility Study and ongoing efforts to advance projects to provide 200-year flood protection to the City of Woodland.

Staff Contact

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

Council Goal(s)

Infrastructure – Complete Lower Cache Creek Flood Control Plan

Fiscal Impact

This is an informational update and, as such, does not result in any direct fiscal impact.

Background

The City of Woodland faces significant flood threats from both Cache Creek (located north of the City) and the Yolo Bypass (located east of the City). In their current condition, the south levee of Cache Creek and the west levee of the Yolo Bypass provide less than 100-year flood protection. Winter storms in February 2019 and resultant flows in Cache Creek and levee overtopping proved that the existing Cache Creek levees provide roughly only protection from a 10-year storm event. In order to provide adequate flood protection for land within the existing City boundaries as well as to comply with State statutory requirements imposed by SB 5, various efforts are underway to advance projects that would provide 200-year flood protection to the City of Woodland.

For several years, staff's primary effort in this regard has been working with the U.S. Army Corps of Engineers (USACE) to complete the Lower Cache Creek Feasibility Study (LCCFS). This study is designed to identify specific parameters of a "preferred" project that addresses community flood risks while also meeting the federal requirements of a National Economic Development (NED) plan that would qualify for federal funding, subject to Congressional appropriation.

The project to provide Woodland with 200-year flood protection from Lower Cache Creek is but one of several projects being advanced as part of the regional Central Valley Flood Protection Plan, which, under the direction of the Department of Water Resources (DWR), provides a comprehensive framework for system-wide management and flood risk reduction planning for the Sacramento and San Joaquin River Basins. Additional projects of interest to the City of Woodland included in the CVFPP are improvements along the Yolo Bypass and levee improvements throughout the region.

At the City's request, in January 2015, the LCCFS was "paused" to further investigate critical issues that were necessary to confirm that the non-Federal sponsors could support the NED project emerging from the Army Corps study. The non-federal sponsors requested the pause so that we could conduct an analysis of the NED without impacting either the study schedule or cost, while also engaging the community to ensure there would be support for the project.

During the pause, the City and DWR spent over \$500,000 in non-project funding to develop additional detail on the NED in order to confirm that the NED Plan could be supported by the community and would not have adverse impacts on the sediment trapping efficiency and mercury TMDL of the Cache Creek Settling Basin. The pause also provided an opportunity for the City Council to engage with the newly-formed Citizens' Flood Advisory Committee to comprehensively review flood risks, the array of flood protection alternatives analyzed, and the criteria used to arrive at a preferred project. In addition, the technical information, developed by the sponsors during the pause, was provided to the USACE to improve the level of detail of the study, and reduce uncertainties associated with the project cost estimate.

In early 2017, the City was informed that the Army Corps of Engineers had re-classified the Lower Cache Creek Feasibility Study to "Inactive" status, thereby halting all federally-funded work. Subsequently, City worked diligently, aided by DWR and our Federal Congressional representatives, to re-activate the LCCFS and secure a commitment from the USACE to complete the study. This advocacy effort was ultimately successful as the USACE re-classified the study in August of 2018.

Most recently, in February 2019, the Lower Cache Creek Feasibility Study completed the Tentatively Selected Plan (TSP) Milestone. The TSP summarizes and ranks the nearly 30 alternatives considered to provide flood protection to the City and recommends the one alternative that meets project objectives and with the highest benefit/cost ratio. The selected alternative needs to be a complete alternative in providing flood protection and the benefits (protected assets) need to have a higher value than the project costs. Of the nearly 30 alternatives considered, only two had a benefit/cost ratio that met the Corps criteria.

Staff continue to be engaged with DWR on ongoing maintenance of the existing Cache Creek levees and to restore what appears to be lost conveyance capacity in the existing channel. The engineering analysis informed the selected alternative assumes, and relies on, ongoing function of the existing Cache Creek levees.

Discussion

The Tentatively Selected Plan – Milestone 2 was completed in February 2019. The study from this point on includes further refinement of the selected alternative. The Corps is currently working towards the Agency Decision Milestone – Milestone 3 (ADM). The ADM includes refinement of engineering on the selected alternative, completion of the draft feasibility study report, and completion of the NEPA document, which is the Supplemental Environmental Impact Statement (EIS). The ADM essentially represents completion of the majority of the engineering and

environmental work for the study. The remaining two milestones are more administrative and refinements to the study.

The City is the lead agency under the California Environmental Quality Act (CEQA) and is currently developing the Environmental Impact Report (EIR). A public scoping meeting was held on September 11, 2019 and six scoping letters were received from various stakeholders during the comment period. The development of the EIR is closely coordinated with the Corps development of the Supplemental EIS to minimize duplication of effort. Staff are conducting tribal consultation under AB52 with the Yocha Dehe Wintun Nation as part of the referenced CEQA process.

The selected alternative includes significant flood water conveyance features intended to evacuate flood water as quickly as possible with the goal of not having a negative impact on the 22 structures that remain in the floodplain north of the City. With the project in place, the depth of flooding is not increased for most of the structures and the frequency of flooding is not changed when compared with the existing flooding condition. The conveyance features significantly reduce the duration of flooding when compared with the existing flooding condition for the majority of the structures.

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Conclusion

Staff recommends that the City Council receive an informational report on the status of the Army Corps of Engineers' Lower Cache Creek Feasibility Study and ongoing efforts to advance projects to provide 200-year flood protection to the City of Woodland.

Attachments:
Presentation Outline

FLOOD PROTECTION UPDATE

City Council Meeting
October 15, 2019

- I. Introduction
- II. Background
 - a. City of Woodland Flood Risks
 - i. Lower Cache Creek – 200-year Flood Plain
 - ii. Levee Flood Zones – West Levee Yolo Bypass
 - b. Efforts to Address Flood Risks
 - iii. FEMA Re-mapping (2013)
 - iv. Army Corps of Engineers - Lower Cache Creek Feasibility Study
 - v. Central Valley Flood Protection Plan
 - vi. Coordination with other Regional Flood Projects
- III. Lower Cache Creek Feasibility Study - Status Update
 - b. History / Timeline
 - c. Army Corps 3x3 Process
 - i. Evaluation of Alternatives
 - ii. TSP Selected: Alternative 2A: NED Preferred LCC Flood Protection Project
 - 1. Project Features
 - 2. Pre- / Post- Flood Hydrology
 - d. Non-Structural Project Features
 - e. Remaining Milestones / Timeline(s)
 - i. Environmental - EIR / EIS (CEQA/NEPA)
 - ii. Agency Decision Milestone
 - iii. Draft / Final LCC Feasibility Study
- IV. Next Steps:
 - f. Continue Engagement with Citizens' Flood Advisory Committee
 - g. Public Outreach
 - i. Stakeholders / Property Owners
 - ii. General Public
 - h. Federal & State Advocacy:
 - i. 3x3 Waiver Request
 - ii. Federal Work Plan Funding

Lower Cache Creek Feasibility Study

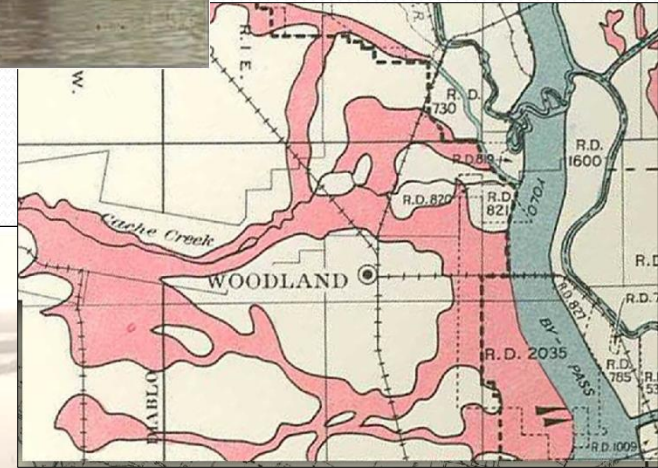
Presentation to the Woodland City Council
October 15, 2019

Historical Flooding

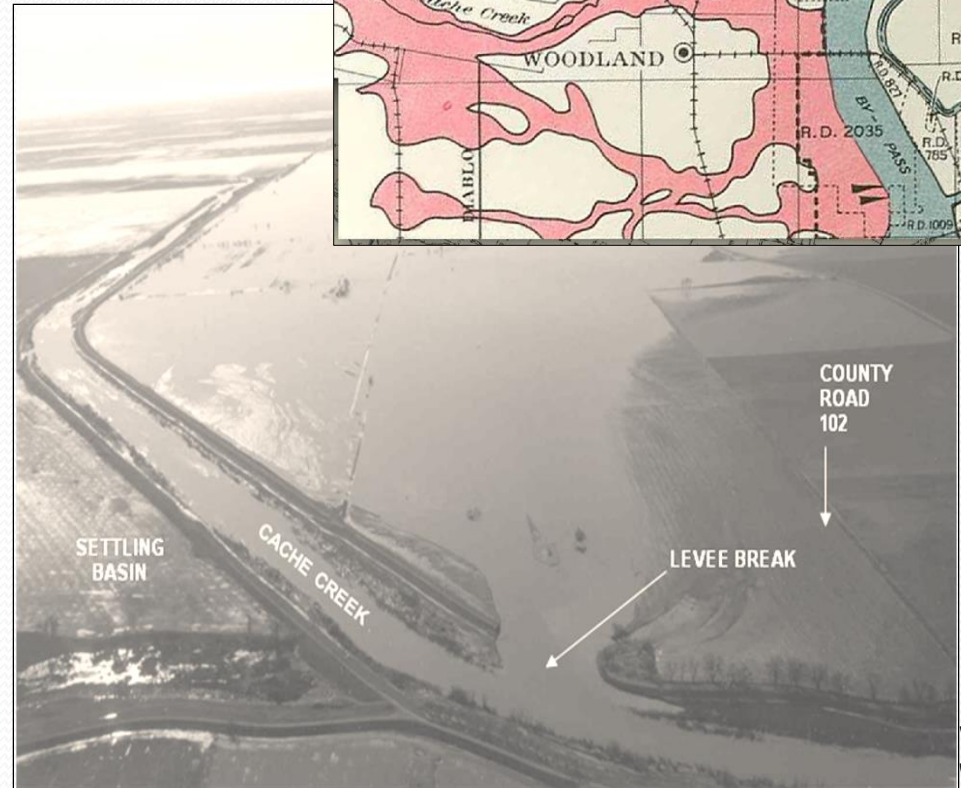
- 1940 – overbank flooding
- 1955 – overtopped levees
- 1958 – overtopped levees
- Jan 1983 – flood of record
 - levee breach
 - flooded what is now Woodland's industrial area
- 1995 – overtopped levees
- 1997 – overtopped levees



Woodland 1983



1940 inundation



Levee Break, 1983

Cache Creek - February 27, 2019



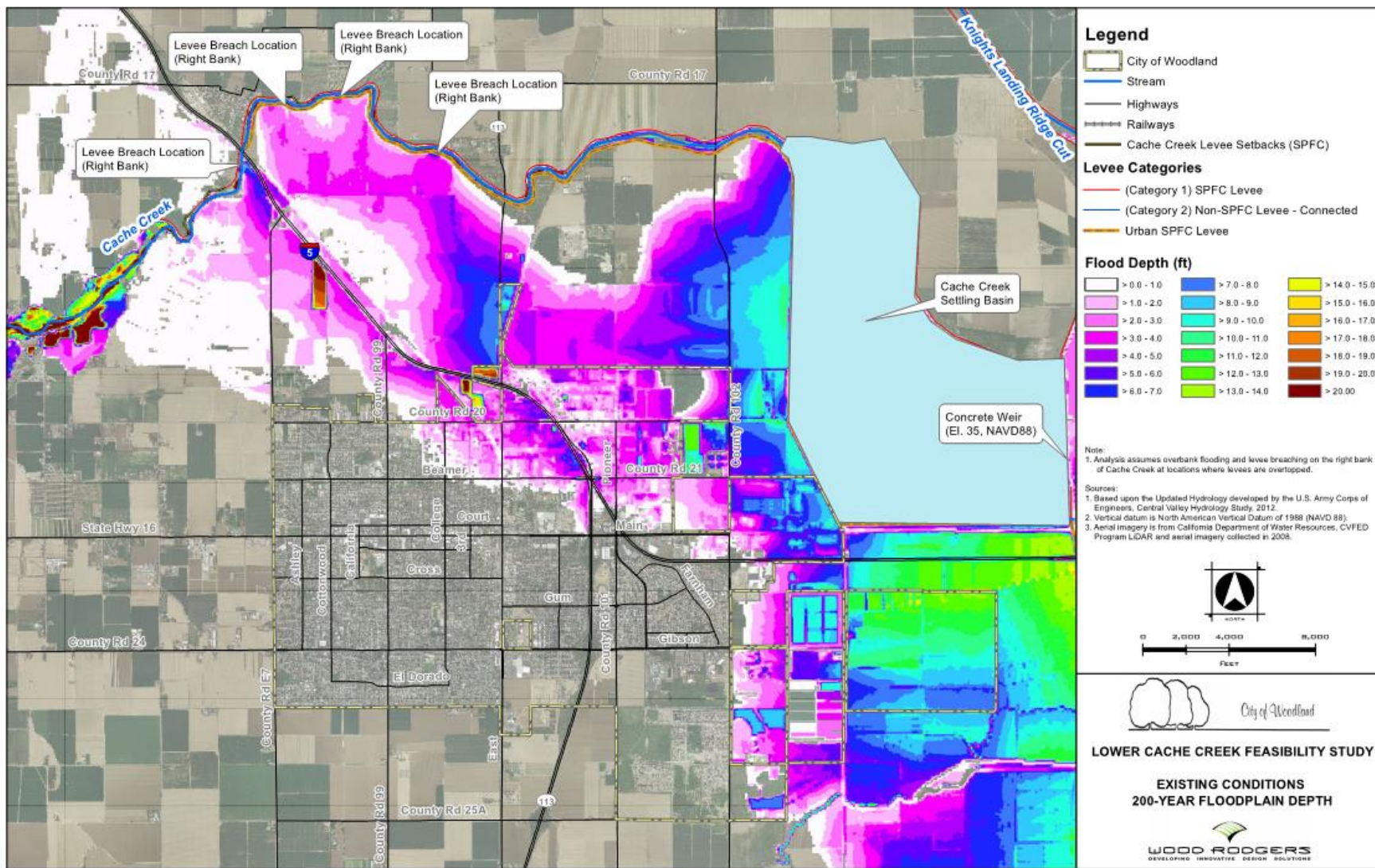
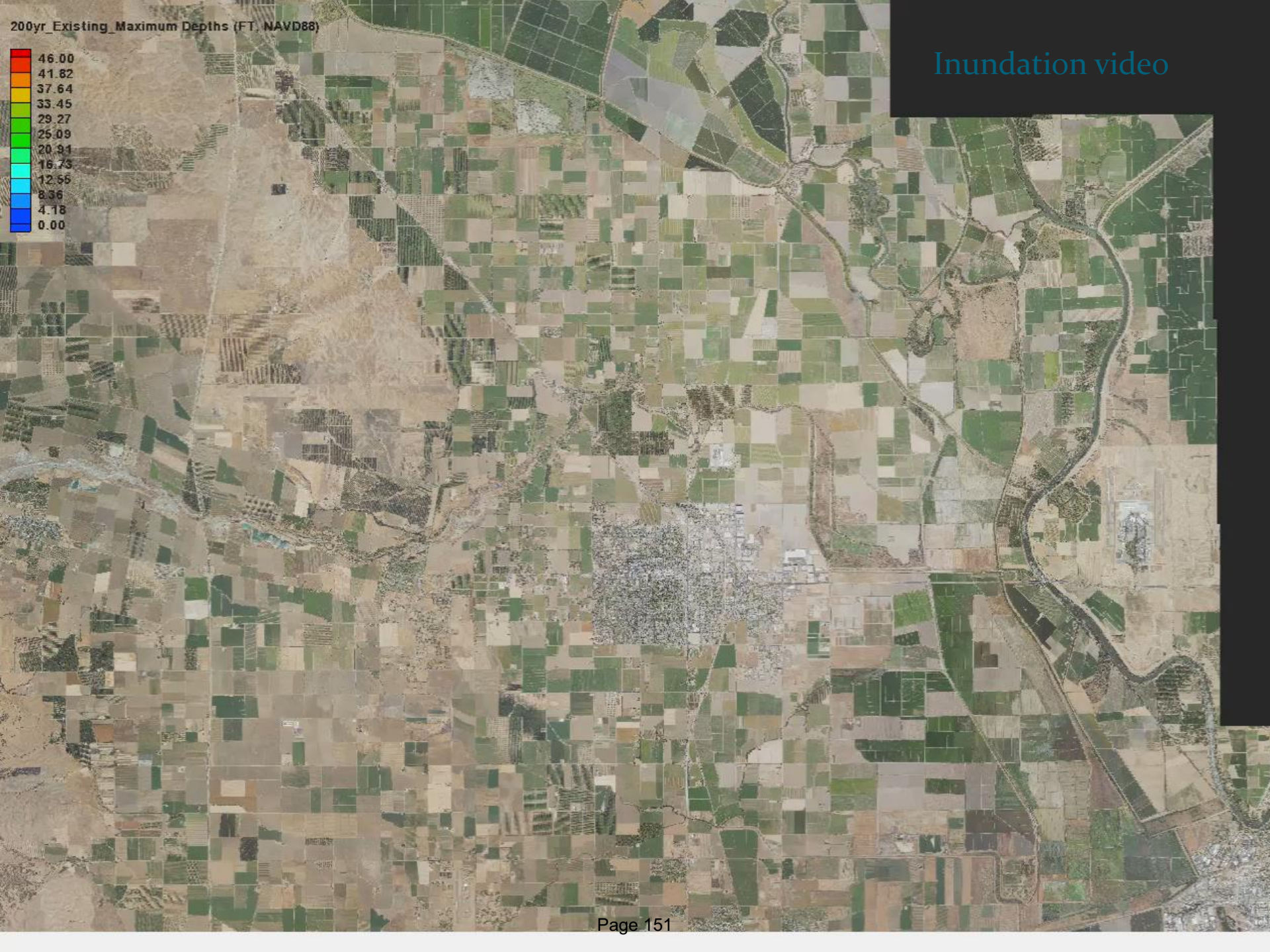
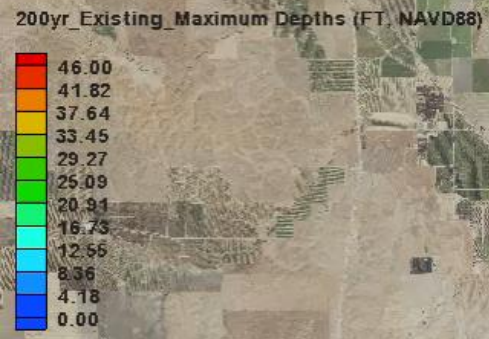


FIGURE 1



Inundation video



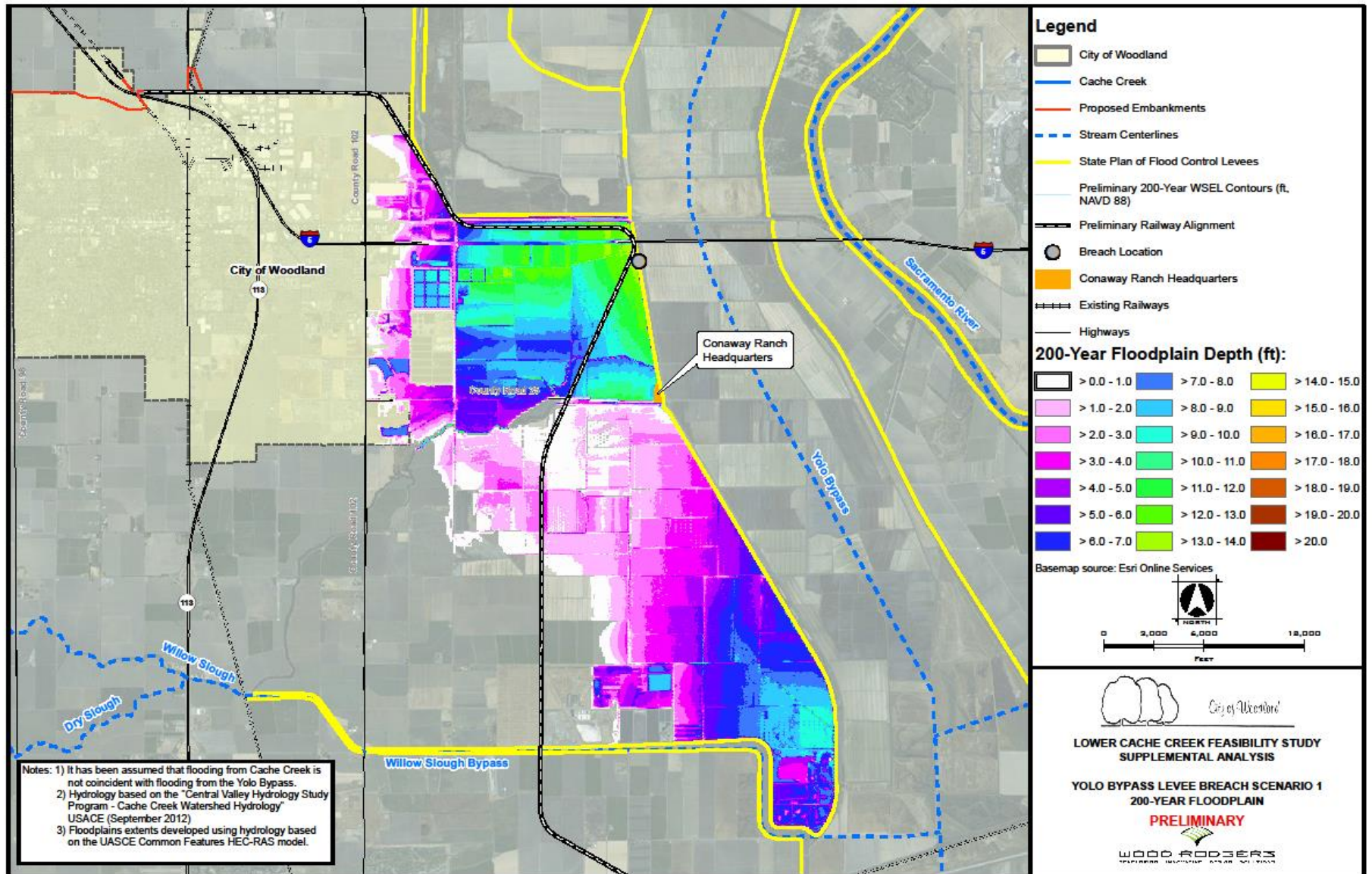
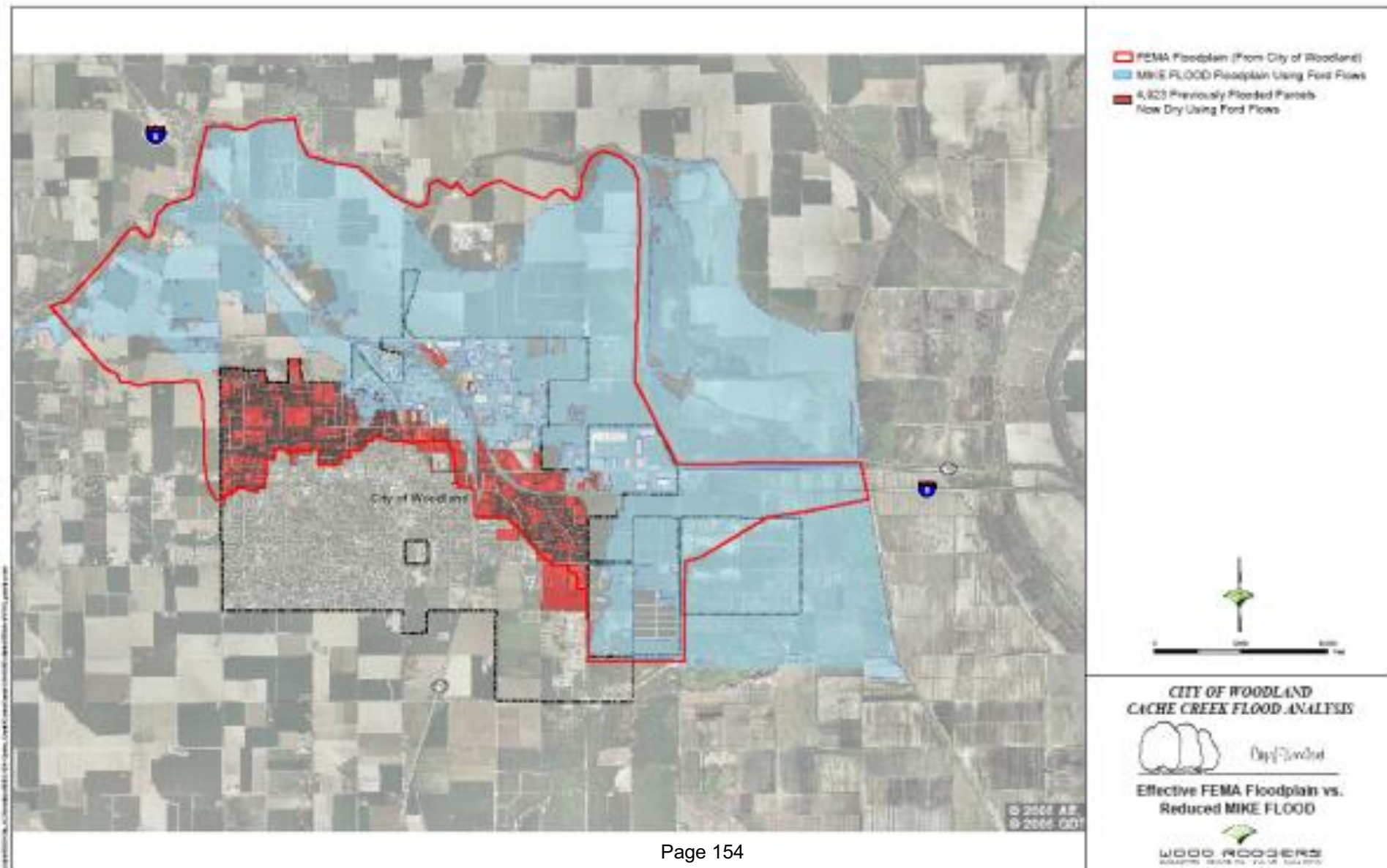


FIGURE 3

City's Efforts to Reduce Flood Risk

- Lower Cache Creek Feasibility Study
- FEMA remapping of 100 year floodplain
- Work with regional entities and State on plan for the Yolo Bypass levee
- City's goal for flood management:
 - Remove city from FEMA 100 year floodplain
 - Achieve State 200 year Urban Level of Protection

FEMA Remapping



²Improvements are identified as RP-3, RP-4, RP-5, RP-6, RP-9 and RP-11 in the Yolo Bypass Water and Drainage Infrastructure Study - Final Report.

Overview of Lower Cache Creek Feasibility Study

- 1995 - Reconnaissance Study
- 2003 - USACE Feasibility Study
 - Public opposition to TSP
 - Study put on hold
- MAY 2011 - Study restarted
 - FCSA signed (revised FEB 2013)
- JUL 2013 - 3x3x3 Re-scoping charette
- MAY 2014 - Alternatives Milestone
- MAY 2014 – FINANCIAL PAUSE
 - Study was not in Federal budget
- NOV 2014 - RESTART
- JAN 2016 - PAUSE
 - NFS developed additional information and confirm support for TSP
- NOV 2018 - RESTART
- FEB 2019 - TSP Milestone
- NOV 2019 – *Supplemental EIS*

Current Status of Lower Cache Creek Feasibility Study

January 2016 - City of Woodland and CVFPB request Pause to LCCFS

- Allow time for community engagement
- Development of additional detail on construction costs
- Conducted mercury study to address concerns with the Cache Creek Settling Basin

September 2016 - City and CVFPB request resumption of study

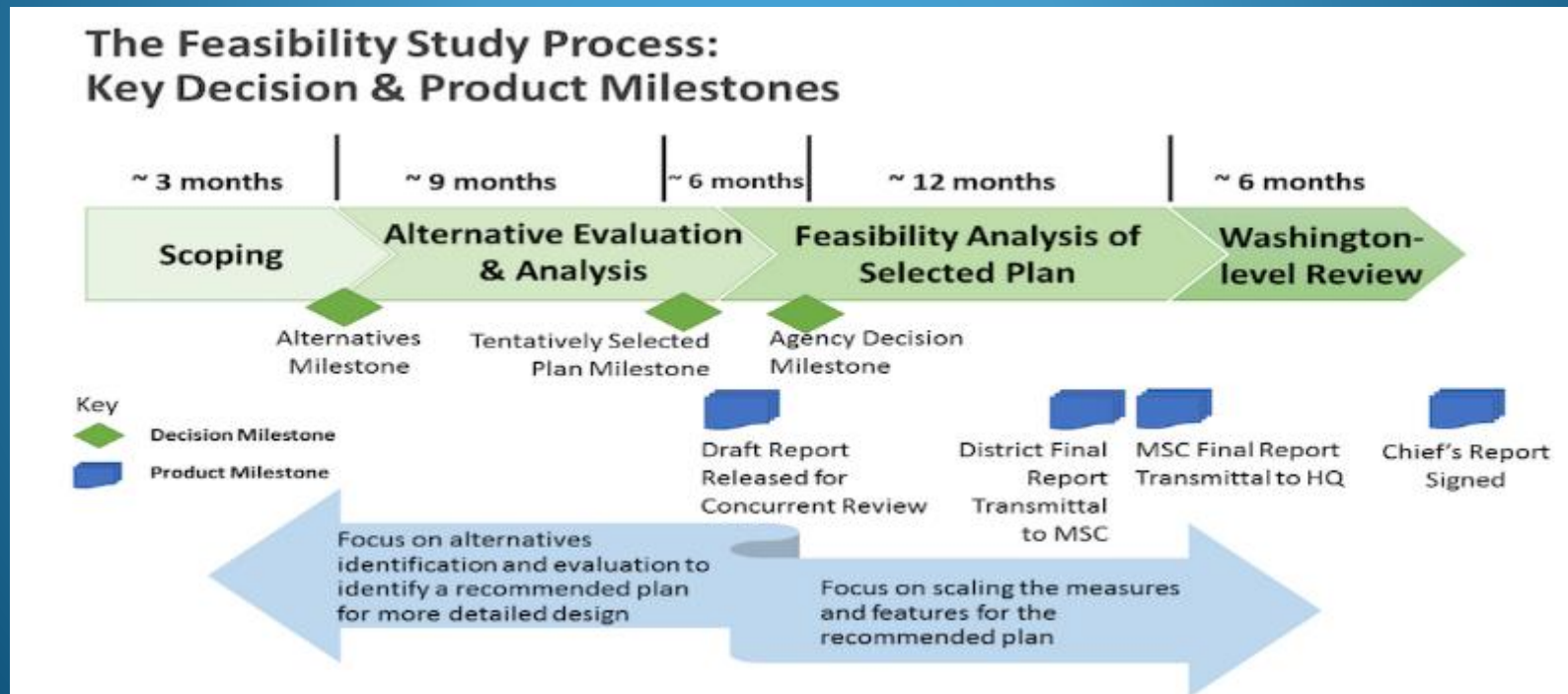
- Support recommended plan
- Augment with local improvements

August 2018 - USACE reclassifies LCCFS as ACTIVE with direction to:

- Complete Tentatively Selected Plan read ahead package by the end of 2018
- Preparation of cost and schedule waiver for completion of study

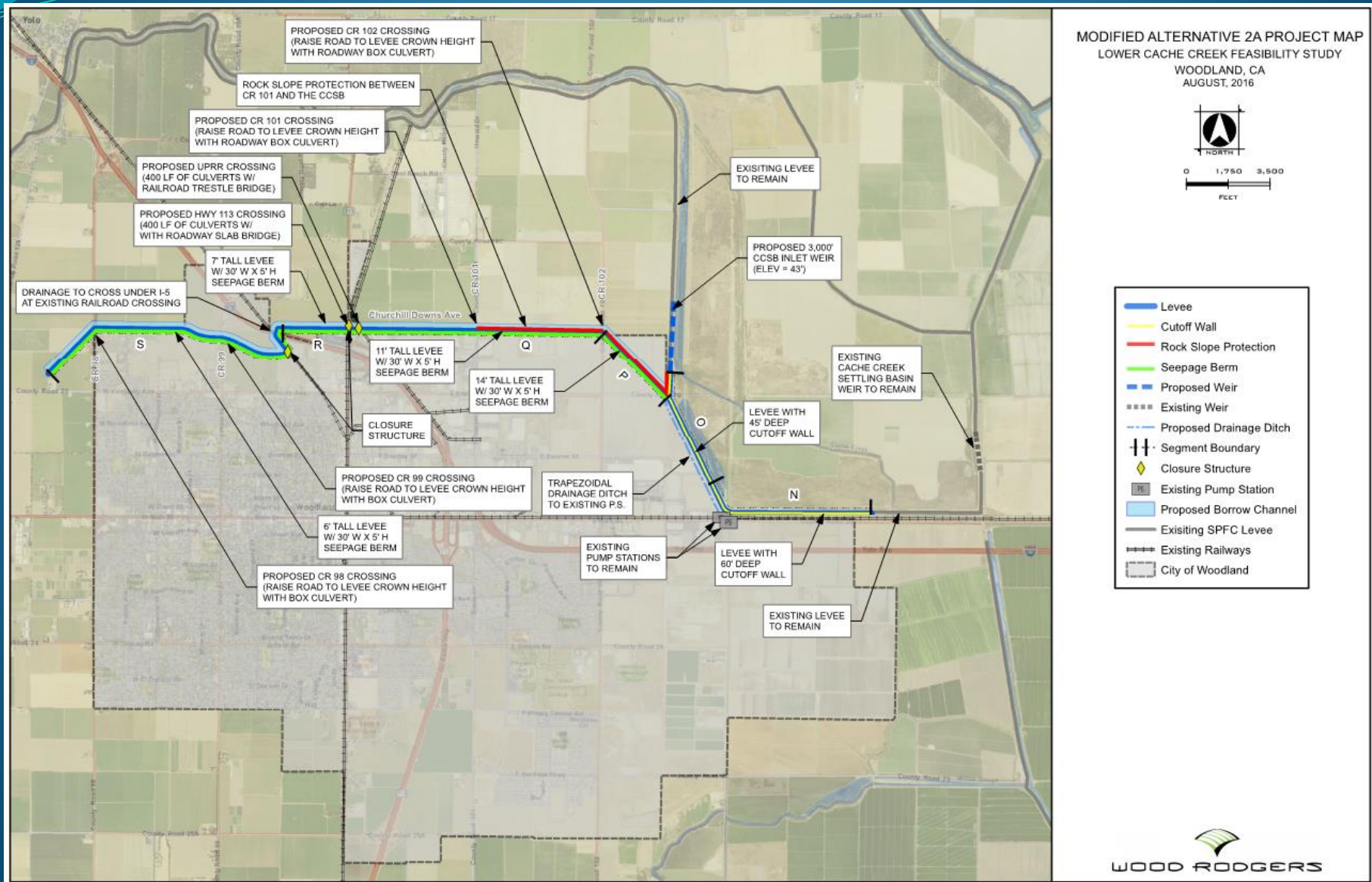
Overview of Lower Cache Creek Feasibility Study

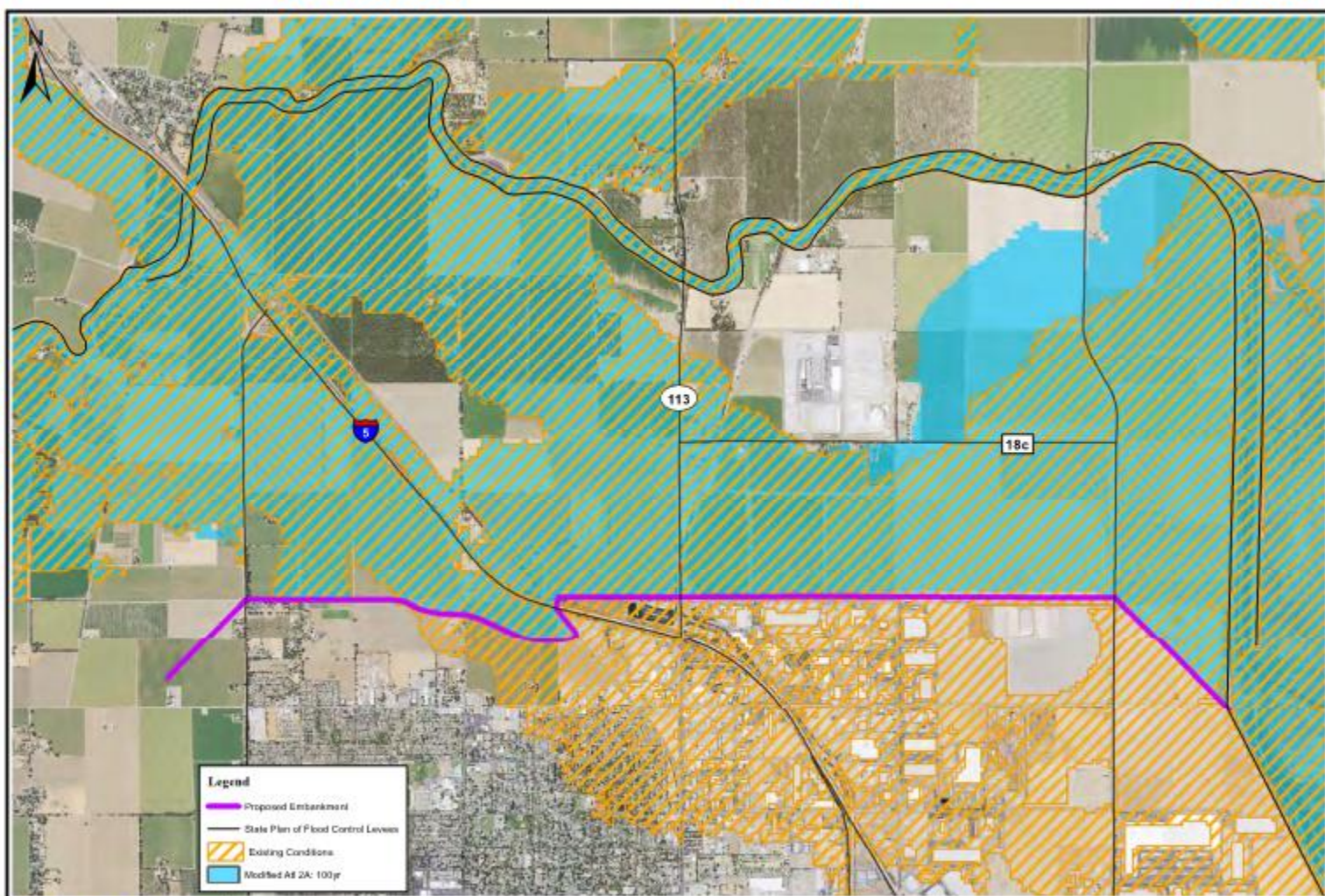
- TSP Milestone: completed February 2019
- Release of Supplemental Environmental Impact Statement: Planned November 2019



Overview of Lower Cache Creek Feasibility Study

- Lower Cache Creek Feasibility Study
 - Reinitiated in 2013
 - 50/50 cost share between USACE and non Federal sponsors
 - Non Federal cost share 50/50 between City and State
 - Study must be completed within 3 years with \$3 million budget (3x3)
- Alternative 2A is the National Economic Development (NED) Plan
 - City developed modification to augment Alt 2A to address local concerns. Modified Alt 2A includes:
 - Non structural measures north of the city
 - Drainage features north of the City
 - Features necessary to meet State 200 year standard





MBK
ENGINEERS

455 University Ave, Suite 100
Sacramento, CA 95825
Phone: 916-456-4400 Fax: 916-456-0253
www.mbkengineers.com

2016 Lower Cache Creek Feasibility Study

Flood Extents Modified Alt 2A and Existing Conditions: 100-yr event

Figure 2

0 3,000
Feet
1 inch = 0.58 miles

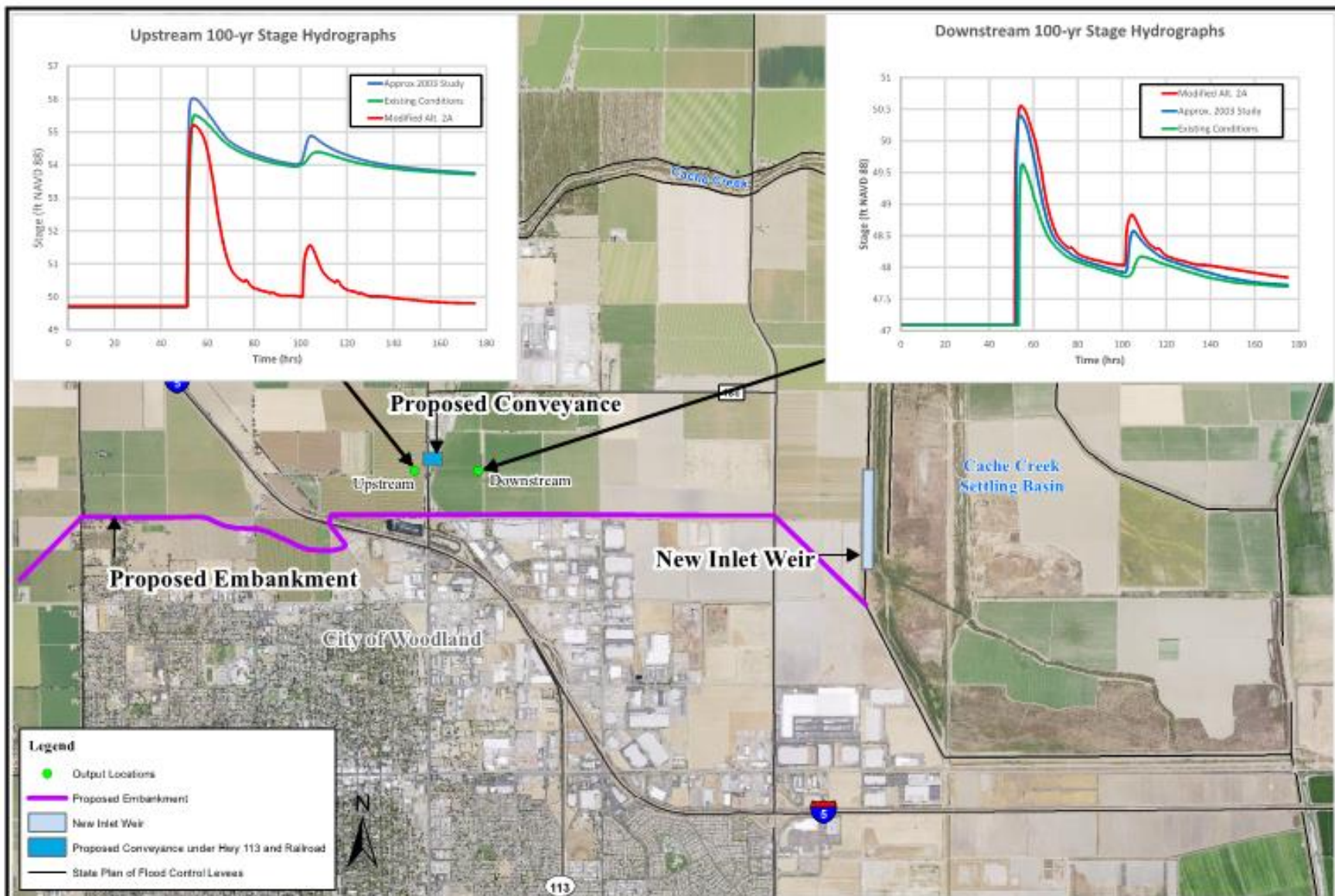
Additional project features

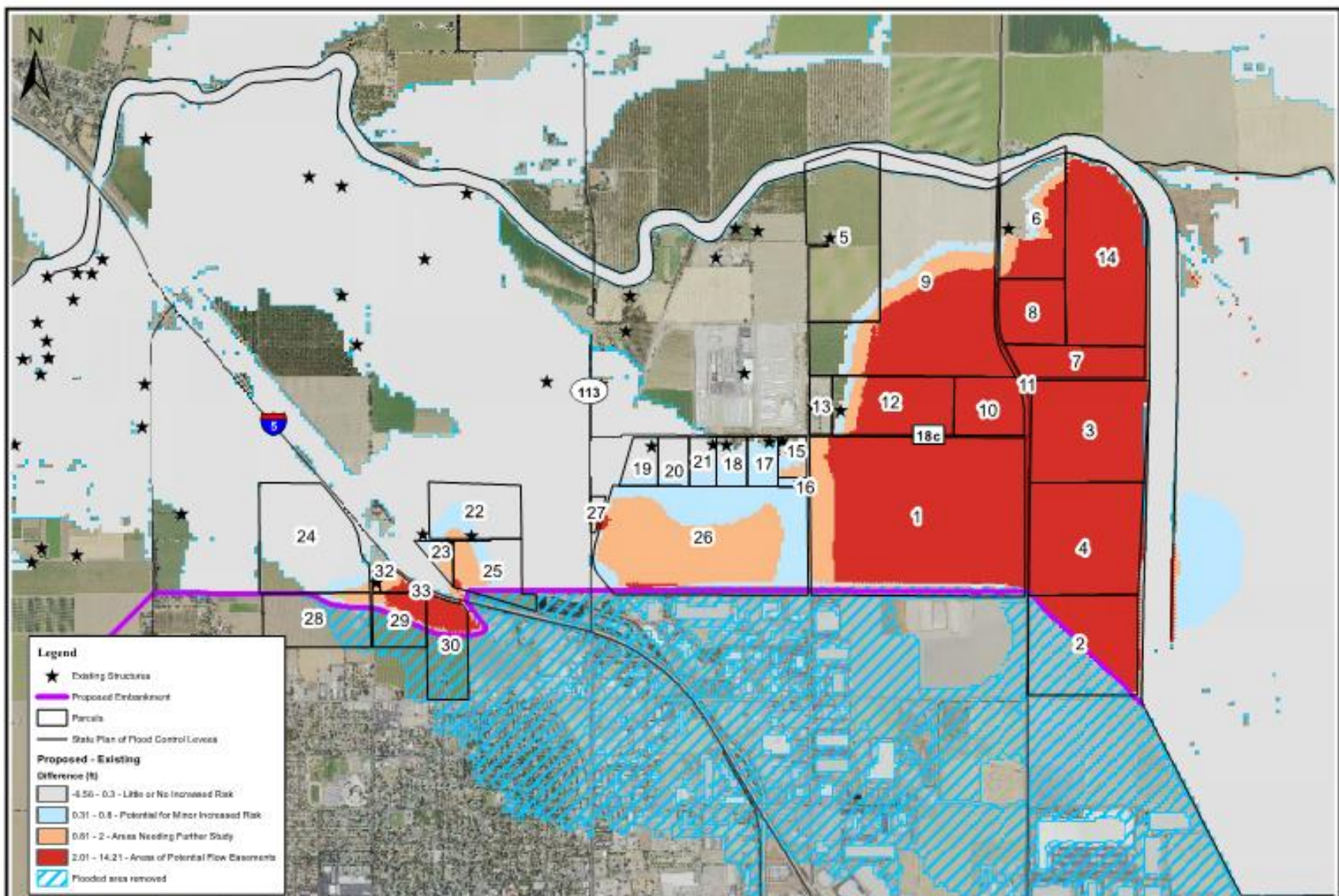
Conveyance channel reduces flood duration

Flood/flowage easements on certain parcels

Non-structural measures offered for all 22 structures that remain in the floodplain north of the City

- Elevate structures/provide flood protection for structures
- Assist in flood insurance coverage





2019 LCCFS Non-Structural Memo

Alt 2A: Change in Flood Depth from Existing Conditions, 100-yr event

Figure 4



Next Steps

- Continue engagement with the flood advisory committee
- Public Outreach
 - Stakeholders/Property Owners
 - General Public
- Federal and State Advocacy
 - 3X3 Waiver Request
 - Federal work plan funding to complete study
- Completed feasibility study in early 2021
- Work with Region and State on Yolo Bypass improvements



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 15, 2019
ITEM #: I.15.
SUBJECT: Lower Cache Creek Flood Feasibility Study, CIP 09-15; Approve Contract Amendment #9 with Wood Rodgers for Consulting Services.

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute Amendment #9 to the consultant services agreement with Wood Rodgers for the Lower Cache Creek Feasibility Study for an additional amount up to \$50,000 for the Lower Cache Creek Feasibility Study, CIP #09-15.

Staff Contact:

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

Fiscal Impact:

Wood Rodgers has been involved in the City's flood protection efforts for several years including development of flood protection alternatives and hydraulic modeling. Approval of amendment #9 for Project 09-15 will bring the total not to exceed cost for the Lower Cache Creek Feasibility Study (LCCFS) services to \$900,844. The amendment covers Wood Rodger's services through the attached scope of work.

This project is included in the Capital Budget approved by Council with \$5,050,000 being advanced from the sewer enterprise fund with a future repayment from the storm drain enterprise fund as approved by Council on July 2, 2019. The budget includes approximately \$600,000 in funding that is expected to be reimbursed through the Urban Flood Risk Reduction (UFRR) grant. In addition, as part of the long-term financing plan for the project, the team will pursue cost-sharing, including project management services, with public agency and private property stakeholders with an interest in partnering on a flood solution for Lower Cache Creek.

Background:

The Army Corps of Engineers led Lower Cache Creek Feasibility Study is working toward the Agency Decision Milestone (ADM). The majority of the work between completion of the Tentatively Selected Plan (TSP) Milestone and the ADM is refinement of engineering work and advancement of the environmental documentation under both the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). The Corps has requested that the non-federal sponsors complete certain elements of the work to help maintain the project schedule. The majority of the work is expected to be considered Work-in-kind under the Federal Cost Share Agreement. In coordination with the California Department of Water Resources (DWR), it was determined that portions of this work would be creditable under UFRR grant.

The ongoing work continues with Alternative 2A as the Tentatively Selected Plan with local modifications. Alternative 2A collects floodwater that leaves Cache Creek, intercepts the water prior to entering Woodland, and directs the flood water to the Yolo Bypass. Alternative 2A conveys the flood water into the Cache Creek Settling Basin (CCSB) and partially into the City's storm drainage system. The study has shown that with certain modifications to the Corps Alternative 2A there is no increase in flooding depth to the majority of structures north of the City and a reduction in the duration of flooding compared with the existing condition. Additionally, local modifications are necessary to enhance the Corps Alternative 2A to provide a 200-year level of flood protection as required by California SB-5.

Contract Amendment #9 with Wood Rodgers includes the scope of work necessary to coordinate with the design team and update and complete remaining analyses necessary to reach the ADM Milestone and reflects additional work tasks requested by the Corps and environmental team. The scope of work also includes coordination with the Corps and DWR throughout this process.

Discussion:

Wood Rodgers has been requested by the Corps and environmental team to complete additional analyses for the CEQA document and additional engineering analyses for the project. The schedule contemplates completion of the draft environmental documents by January 2020.

The majority of the remaining work involves the refinement of earlier engineering work and preparation of the environmental documents. Wood Rodgers' work focuses primarily in these work areas and coordination with the flood management team.

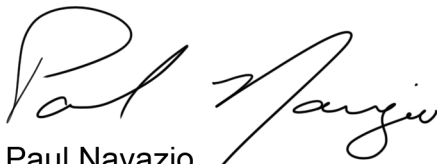
Conclusion:

Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute Amendment #9 to the consultant services agreement with Wood Rodgers for the Lower Cache Creek Feasibility Study for an additional amount up to \$50,000 for the Lower Cache Creek Feasibility Study, CIP #09-15.

Prepared by: Tim Busch, Principal Utilities Civil Engineer

Reviewed by: Brent Meyer, City Engineer

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



Paul Navazio
City Manager

Attachments:

1. Resolution
2. Budget Request

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING AMENDMENT #9 WITH WOOD RODGERS FOR ENGINEERING
CONSULTING SERVICES**

WHEREAS, the City of Woodland wishes to enter into an engineering consulting services agreement with Wood Rodgers for Engineering Services (“Agreement”); and

WHEREAS, Wood Rodgers was selected through a quality based selection process; and

WHEREAS, Wood Rodgers has been working on the Lower Cache Creek Feasibility Study and has assisted the City of Woodland in flood management since 2013; and

WHEREAS, Wood Rodgers will continue providing engineering design services, including coordination with Department of Water Resources and City consultants to advance the feasibility studies that are currently underway; and

WHEREAS, the contract amendment with Wood Rodgers authorizes an additional contract amount of \$50,000 to cover the scope of work. The current contract amount is \$850,844. With this amendment, the new contract amount is \$900,844; and

WHEREAS, the City Council wishes to approve the Agreement and authorize its execution through the adoption of this Resolution.

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

Section 1. The City Council hereby approves the Amendment with Wood Rodgers in the amount of \$50,000 for a total contract amount of \$900,844. The City Manager is hereby authorized and directed to execute the Agreement, subject to City Attorney approval. The City Attorney is hereby authorized to make clarifying and confirming changes so long as the total dollar amount authorized in the Agreement does not change.

Section 2. Copies of the Consultant Agreement for Design Services are available and on file in the City Clerk’s office, and are incorporated herein by reference and made a part of this Resolution.

PASSED AND ADOPTED this 15th day of October 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Xochitl Rodriguez, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



September 23, 2019

Mr. Tim Busch, P.E.
City of Woodland
300 First Street
Woodland, California 95695

Dear Mr. Busch,

Subject: City of Woodland, Lower Cache Creek Feasibility Study, Request for Supplemental Budget Authorization

The City of Woodland (City), with the US Army Corps of Engineers (USACE), is engaged in the Lower Cache Creek Feasibility Study (LCCFS) to address flooding from Cache Creek in the City of Woodland, California. Wood Rodgers has been assisting this effort by preparing Alternative Project Descriptions and performing other analyses as directed in support of California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation efforts.

By way of this letter, Wood Rodgers is requesting a budget augmentation in the amount of \$50,000 to supplement its existing budget in providing Work-In-Kind services to the USACE on behalf of the City. This additional work will be performed on a Time-and-Materials basis not to exceed the authorized amount without written consent of the City. If you are in concurrence with this budget augmentation request, please issue a contract amendment at your earliest convenience. Wood Rodgers appreciates the opportunity to be of continued support to the City on the LCCFS.

If you have any questions regarding this proposal, please contact me at 916-326-5294.

Sincerely,

Jonathan Kors, P.E.
Vice President

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