



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

July 21, 2020
6:00 PM

CITY COUNCIL

PLEASE NOTE: The July 21, 2020 Woodland City Council will be conducted pursuant to the Governor's Executive Order N-29-20.

The meeting will be held via teleconference and Council members and the public will participate via teleconference. Those locations are not listed on the agenda and are not accessible to the public. The public is encouraged to listen to the City Council meeting live on Woodland TV Channel 20 and also by going to the City of Woodland web site at www.cityofwoodland.org/meetings.

If you wish to make a comment during general Public Comment or on a specific agenda item, there are three (3) ways to do that. 1) Join the Zoom City Council meeting remotely by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the Meeting ID or by calling a listed number and enter the Meeting ID; 2) Leave a voice mail message at (530) 661-5900, press Option 1. All voice mail messages received by 6:00 p.m. will be played during the City Council meeting and read into the record at the appropriate time; 3) If you are watching the live stream and wish to make a comment on an item as it is being heard, you may submit an email to the City Clerk at CouncilMeetings@cityofwoodland.org prior to Public Comment on that item. Email comments submitted to be read into the record shall be no more than three (3) minutes when read aloud. Please include the agenda item in the subject line.

Please click on link below to join the public comment portion of the meeting:
<https://zoom.us/j/99759026181>

Or Phone: US: +16699006833,,99759026181# or +13462487799,,99759026181#

Or Telephone: Dial: US : +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Meeting ID: 997 5902 6181

CLOSED SESSION

5:15 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. PUBLIC EMPLOYEE APPOINTMENT (Government Code § 54957(b)(1))
Title: City Manager
2. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
Agency Designated Representatives: City Attorney
Unrepresented employee: City Manager
3. CONFERENCE WITH LABOR NEGOTIATORS,
Pursuant to Government Code Section 54957.6
Agency Designated Representatives: Interim City Manager, Human Resources
Manager and City Attorney
Employee Organization(s): Woodland Professional Firefighters' Association,
Fire Mid-Management Employees, Mid-Management Unit Employees

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

C. CALL TO ORDER

D. ROLL CALL

E. PLEDGE OF ALLEGIANCE

F. COMMUNICATIONS - PUBLIC COMMENT

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

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

4. SUBJECT: Long Range Calendar

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

H. PRESENTATIONS

5. SUBJECT: Information Technology Presentation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation on the City's Information Technology Division and current and future projects to improve the quality, efficiency, reliability of city services.

I. CONSENT CALENDAR

6. SUBJECT: City Council Meeting Minutes of June 2, 2020 and June 16, 2020

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meeting of June 2, 2020 and June 16, 2020.

7. SUBJECT: Parks & Recreation Commission Meeting Minutes for February 24, 2020

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the February 24, 2020 Parks & Recreation Commission Meeting Minutes.

8. SUBJECT: Americans with Disabilities Act Proclamation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation Commemorating the 30th Anniversary of the Americans with Disabilities Act of 1990.

9. SUBJECT: City Manager Employment Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the City Manager's Employment Agreement

10. SUBJECT: Memorandum of Understanding Side Letter of Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Side Letter of Agreement with the Woodland Mid Management Association.

11. SUBJECT: Professional Services Contract Amendments for the North Regional Pond and Pump Station Project (NRP&PS), CIP 17-21.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to approve the following contract amendments related to the City's NRP&PS Project, CIP 17-21; 1) Approve a professional services contract amendment in the amount not-to-exceed \$104,132 with West Yost Associates (WY) for additional design services and support during construction; 2) Approve a professional services contract amendment in the amount not-to-exceed \$78,891 with WSP for additional construction management and inspection services; and 3) Approve a professional services contract amendment with Environmental Science Associates (ESA) in the amount not-to-exceed \$18,340 for additional environmental services during construction.

12. SUBJECT: Memorandum of Understanding between the City of Davis and the City of Woodland and Authorizing Appropriation of Funds to the Environmental Compliance Fund to Implement the Electrify Yolo Project

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving a Memorandum of Understanding (MOU) between the City of Davis and the City of Woodland and authorizing appropriation of funds to the Environmental Compliance Fund (365) to implement the Electrify Yolo Project.

13. SUBJECT: California Department of Resources Recycling and Recovery (CalRecycle) Payment Program Applications

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. _____, authorizing staff to submit applications to the California Department of Resources Recycling and Recovery (CalRecycle) for any payment programs for which the City is eligible and authorizing the Director or Deputy Director of Community Development, or his/her designee, to execute CalRecycle grant or payment program documents on behalf of the City.

14. SUBJECT: Final Acceptance and Notice of Completion for the Spring Lake Specific Plan Backbone Infrastructure Projects Entitled Parkland/Pioneer Avenue Widening Improvements, Hunt Street Improvements, and Gateway Monuments at Parkland/Pioneer Avenue

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, accepting the public improvements associated with Spring Lake Specific Plan Improvement Plan Sets listed below, completed by Woodland Parcel Four, L.P., a California Limited Partnership, as complete and authorize the City Clerk to file a Notice of Completion 1) Parkland/Pioneer Avenue Widening Improvements (Heritage Parkway to Farmers Central Road) – Civil & Landscape Improvements; and 2) Hunt Street Improvements (Diggs Street to Heritage Parkway) – Civil & Landscape Improvements; and 3) Gateway Monuments at Parkland/Pioneer Avenue – Landscape Improvements.

15. SUBJECT: Acquisition of Turf Material for the Woodland Sports Park Turf Replacement Project, CIP 19-19

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, awarding a contract to and authorizing the City Manager to execute a Goods Purchasing Agreement with Sprinturf, LLC in the amount of \$892,900 for turf material for the Woodland Sports Park Turf Replacement Project, CIP 19-19.

16. SUBJECT: Grant Application for Permanent Local Housing Allocation Program

RECOMMENDATION FOR ACTION: Staff recommends that the City Council (1) Determine by a four-fifths vote that there is a need to continue the emergency action to construct a temporary homeless shelter at County Road 102 and East Beamer Street in accordance with Public Contract Code Section 22050; and (2) Adopt Resolution No. _____, approving the submittal of a grant application through the State's Permanent Local Housing Allocation Program to fund affordable housing efforts and homeless-related initiatives.

J. PUBLIC HEARINGS

17. SUBJECT: PUBLIC HEARING - Waste Management Liens

Recommendation for Action: Staff recommends that the City Council conduct a Public Hearing to receive input from property owners and adopt Resolution No. _____, "A Resolution Requesting Collection of Charges on Tax Roll".

18. SUBJECT: PUBLIC HEARING - Weed Abatement Program Parcels not in Compliance

RECOMMENDATION FOR ACTION: Staff recommends that the City Council (1) conduct a public hearing and (2) adopt Resolution No. _____, to hear and approve the list of parcels that were out of compliance for weed abatement requirements for the year 2019 and direct the Tax Collector of Yolo County to assess liens against real property to reimburse the City of the cost of removal of weeds, refuse, and dirt from the property.

K. REPORTS OF THE CITY MANAGER

19. SUBJECT: COVID-19 Waiver of Fire Inspection Permit Fees

RECOMMENDED FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, temporarily suspending Business Inspection Fees charged by the City of Woodland Fire Department on Businesses Financially affected by COVID-19.

L. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority Meeting of the City of Woodland scheduled for Tuesday, July 21, 2020 was posted on Friday, July 17, 2020 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

In order to minimize the spread of the COVID-19 virus, the City of Woodland is providing multiple alternatives to viewing City Council meetings and providing comments on items on the agenda. These alternatives allow the City to adhere to social distancing requirements, follow the Governor's Executive Order N-29-20 (which suspends certain requirements of the Brown Act), and provide a way for the public to provide public comment live during the meeting.

VIEWING MEETINGS ONLINE

You are able to view meetings online here: <https://www.cityofwoodland.org/meetings>

Click on the meeting to view the video. It will say LIVE next to the meeting.

SUBMITTING COMMENTS BY E-MAIL

If you wish to make a comment during general public comment or on a specific agenda item, please submit your comment via email to CouncilMeetings@cityofwoodland.org prior to Public Comment on that item. Emails comments submitted, to be read into the record, shall be no more than three (3) minutes when read aloud. Please include the agenda item in the subject line.

SUBMITTING COMMENTS BY VOICE MAIL

If you wish to leave a voice mail message, please dial (530) 661-5900, press Option 1. All voice mail messages received by 6:00 p.m. will be played during the City Council meeting and read into the record at the appropriate time. Voice mail messages should be three (3) minutes in length.

VIRTUAL PARTICIPATION BY ZOOM VIDEO CONFERENCING

The City of Woodland is now offering the ability to view and participate in City Council meetings via video meetings and telephonic conferencing via “Zoom” video conferencing computer technology. Instructions for participating via Zoom are provided below.

How do I join the City Council meeting via Zoom Video Conferencing?

Please visit: <https://zoom.us/j/99759026181> from a smart phone or computer. You will be prompted to install the Zoom app on your smart phone or computer. From a computer there is an option to view the meeting within the browser without installing the app. You are now ready to join the meeting.

If you have previously installed the Zoom app, you can enter the following meeting ID to join the meeting: 997 5902 6181

I don't have a computer or smart phone; can I still use Zoom?

If you do not have a smart phone or computer to access the meeting via Zoom, no problem! You can participate on the phone.

Call 1-669-900-6833 (Toll Free) and enter meeting ID 997 5902 6181.

How can I provide Public Comment on Zoom?

The Mayor will request public comment during the Public Comment period on the agenda and during each Public Hearing and Regular Calendar Item. Once the Mayor has announced the public comment period, please do one of the following:

USING A COMPUTER OR SMART PHONE:

- Click on the “Raise Hand” feature in the webinar controls. This will notify City staff that you have raised your hand.
- City staff will unmute your microphone when it is your turn to provide public comment.
- A prompt will appear to confirm you would like to be unmuted and then you will have three (3) minutes to provide public comment.
- Once your public comment has ended, you will be muted again.

USING A REGULAR PHONE:

- Dial *9 (star 9), this will notify City staff that you have “raised your hand” for public comment.
- City staff will unmute your microphone when it is your turn to provide public comment.

- You will hear “you are unmuted” and then you will have three (3) minutes to provide public comment.
- Once your public comment has ended, you will be muted again.

I am having difficulties preparing for the meeting and learning Zoom, do you have any resources to help me?

Yes, please visit Zoom’s website support page on helpful tips to prepare for the meeting:

<https://support.zoom.us/hc/en-us/categories/201146643>

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: July 21, 2020
ITEM #: G.4
SUBJECT: Long Range Calendar

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

Staff Contact:

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

Background:

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

A handwritten signature in black ink, appearing to read "Ken Hiatt", is written over the printed name and title.

Ken Hiatt
Interim City Manager

Attachments:

1. Council Long Range Calendar (14)

UPDATED COUNCIL LONG RANGE CALENDAR

SUMMER RECESS - July 22 thru August 17, 2020

AUGUST 18TH**REGULAR MEETING**

City Council Meeting Minutes of July 7, 2020 and July 21, 2020

Woodland Chamber Presentation

Apprenticeship / Workforce Development Programs

SEPTEMBER 1ST**REGULAR MEETING**

City Council Meeting Minutes of August 18, 2020

Woodland Research & Tech Park – Specific Plan

Future Topics / Study Sessions:

August Council Recess 7/22 – 8/17 Youth Master Plan MOU (Summer)	September Merritt DA
October Comprehensive Zoning Update (Fall)	TBD Flood Project Certification of Final EIR (Fall) Beeghly Ranch R-15 – PH N. Regional Pond & Pump Station #17-09



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: H.5
SUBJECT: Information Technology Presentation

Recommendation for Action: Staff recommends that the City Council receive a presentation on the City's Information Technology Division and current and future projects to improve the quality, efficiency, reliability of city services.

Staff Contact:

Scott Sawin, IT Manager, 530-661-7979, scott.sawin@cityofwoodland.org

Background:

Scott Sawin, IT Manager for the City of Woodland will provide the City Council with a comprehensive overview of the City's progress and future plans to implement various technologies to improve the quality, efficiency, and reliability of services the city provides to the community.

Ken Hiatt
Interim City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.6
SUBJECT: City Council Meeting Minutes of May 5, 2020 and May 19, 2020

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meeting of June 2, 2020 and June 16, 2020.

Staff Contact:

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

A handwritten signature in black ink, appearing to read "Ken Hiatt".

Ken Hiatt
Interim City Manager

Attachments:

1. 06_02_2020 Draft CC Minutes
2. 06_16_2020 Draft CC Minutes

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, June 2, 2020

6:00 PM

City Council

CITY COUNCIL - AMENDED AGENDA - New Item Added under Consent Calendar

CLOSED SESSION

5:30 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. **Conference with Labor Negotiators,
Pursuant to Government Code Section 54957.6**
Agency Designated Representatives: Interim City Manager, Human Resources Manager and City Attorney
Employee Organization(s): Confidential Employees, Woodland Professional Firefighters' Association, Fire Mid-Management Employees, Mid-Management Unit Employees, Woodland City Employees Association (General Services), Woodland Police Mid-Management, Woodland Police Officers' Association and Woodland Police Supervisors Association

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

PLEASE NOTE: The June 2, 2020 Woodland City Council will be conducted pursuant to the Governor's Executive Order N-29-20.

1. **The meeting will be held via teleconference and Council members will participate via teleconference. Those locations are not listed on the agenda and are not accessible to the public.**
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C. CALL TO ORDER

Meeting called to order at 06:02 PM

D. ROLL CALL

All Council Members present via roll call vote.

PRESENT: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

ABSENT: NONE

E. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Council Member Rodriguez.

F. COMMUNICATIONS - PUBLIC COMMENT

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

An e-mail received by Erika Keller at the last City Council meeting, one-minute before adjournment, was read into the record.

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

Verbal updates provided by Council Members/Staff.

2. SUBJECT: Long Range Calendar

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

H. PRESENTATIONS

3. SUBJECT: November 3, 2020 Election Planning and COVID-19 Safety Concerns

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation from Jesse Salinas Yolo County Assessor/Clerk-Recorder/Registrar of Voters regarding the upcoming November 3, 2020 Election Planning and COVID-19 Safety Concerns.

Received a presentation by Jesse Salinas Yolo County Assessor/Clerk-Recorder/Registrar of Voters regarding the upcoming November 3, 2020 Election Planning and COVID-19 Safety Concerns.

I. CONSENT CALENDAR

4. SUBJECT: City Council Meeting Minutes of May 5, 2020 and May 19, 2020

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority meeting of May 5, 2020 and May 19, 2020.

Adopted the minutes of the Joint Regular City Council/Woodland Finance Authority meeting of May 5, 2020 and May 19, 2020.

5. SUBJECT: 2019 Water Quality Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive and review the 2019 Water Quality Report

Received the 2019 Water Quality Report.

6. SUBJECT: County Road 25A (Miekle Ave. to Promenade Dr.) CIP 19-09 and East Heritage Parkway Mid-Block Crossing Improvement Project, CIP 19-10; Award Construction Contract

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ to: 1) Approve a construction contract for the County Road 25A (Miekle Ave. to Promenade Dr.), CIP 19-09 and East Heritage Parkway Mid-Block Crossing Improvement Project, CIP 19-10.; award the construction contract in the amount of \$1,692,647.70 to Desilva Gates Construction; authorize a contract contingency up to 10%; and authorize the City Manager to execute the construction contract and change orders; and 2) Approve a consultant services agreement for construction management and inspection services with Associated Engineering Consultants, Inc. in the amount of \$155,416.00; authorize a contract contingency up to 10%; and authorize the City Manager to execute the agreement and amendments.

Adopted RESOLUTION NO. 7471, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, APPROVING A CONSTRUCTION CONTRACT AND CONSULTANT AGREEMENT FOR THE COUNTY ROAD 25A (MIEKLE AVE. TO PROMENADE DR.) CIP 19-09 AND EAST HERITAGE PARKWAY MID-BLOCK CROSSING IMPROVEMENT PROJECT, CIP 19-10.

7. SUBJECT: Construction Contract for the WPCF Pond 11 Biosolids Drying and Removal, CIP 20-13, and Appropriate Project Funding

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, to: 1) Authorize RJ Gordon Construction, Inc. to withdraw their bid in accordance with Public Contract Code section 5100 et seq.; and 2) Reject the bid submitted by Synagro-WWT, Inc., as non-responsive for (1) failure to appropriately complete the bid schedule and (2) submitting an unbalanced bid; and 3) Award a construction contract with Ramcon Engineering and Environmental Contracting, Inc. for construction services in the amount of \$646,369 for the WPCF Pond 11 Biosolids Drying and Removal Project, CIP 20-13 and approve construction contract change order(s) for construction contingencies of up to an additional 15% of the contract award amount (\$96,956); and 4) Approve the reallocation of \$765,000 of Sewer Enterprise Funds from WPCF Biosolids, CIP 10-11, to WPCF Pond 11 Biosolids Drying and Removal, CIP 20-13.

Adopted RESOLUTION NO. 7472, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CONSTRUCTION CONTRACT FOR THE WPCF POND 11 BIOSOLIDS DRYING AND REMOVAL PROJECT, CIP 20-13.

8. SUBJECT: Dominguez Landscape Services Inc. First Contract Amendment

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a contract amendment in the amount of \$46,800.00 for additional services by Dominguez Landscape Services, Inc. for Landscape Maintenance Services in Zones 1 & 2.

Adopted RESOLUTION NO. 7473, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A FIRST AMENDMENT TO THE LANDSCAPE MAINTENANCE SERVICES AGREEMENT WITH DOMINGUEZ LANDSCAPE SERVICES, INC. FOR ZONES 1 & 2.

9. TITLE: Approval of Subrecipient Agreements with the Yolo Wayfarer Center for the 2019 Continuum of Care Program

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute two subrecipient agreements in substantially the same form presented to the City Council with the Yolo Wayfarer Center (dba Fourth and Hope) funded through the 2019 Continuum of Care program competition and authorizes an additional appropriation to the Supportive Housing Fund (322) in the aggregate amount of \$265,056.

Adopted RESOLUTION NO. 7474, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO EXECUTE SUBRECIPIENT AGREEMENTS WITH THE YOLO WAYFARER CENTER FOR 2019 CONTINUUM OF CARE PROGRAM GRANTS.

10. SUBJECT: Planning Grant Application to the State Department of Housing and Community Development for LEAP Funds.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to submit a grant application requesting funds from the Local Early Action Planning (LEAP) grant program from the State of California Department of Housing and Urban Development.

Adopted RESOLUTION NO. 7475, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING APPLICATION FOR, AND RECEIPT OF, LOCAL GOVERNMENT PLANNING SUPPORT GRANT PROGRAM FUNDS.

11. SUBJECT: Continued Emergency Action for Interim Shelter Project

RECOMMENDATION FOR ACTION: Staff recommends that the City Council determine by a four-fifths vote that there is a need to continue the emergency action to construct a temporary homeless shelter at County Road 102 and East Beamer Street in accordance with Public Contract Code Section 22050.

Council determined by a four-fifths vote that there is a need to continue the emergency action to construct a temporary homeless shelter at County Road 102 and East Beamer Street in accordance with Public Contract Code Section 22050.

12. SUBJECT: **NEW ITEM, added May 30, 2020** - Closing the Digital Divide in Yolo County

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve a letter of support to Legislature and the Governor to permanently address the digital divide for rural communities in Yolo County in response to the COVID-19 shift to online distance learning.

Approved a letter of support to Legislature and the Governor to permanently address the digital divide for rural communities in Yolo County in response to the COVID-19 shift to online distance learning.

On a motion by Council Member Barajas, seconded by Council Member Rodriguez and carried unanimously on a roll-call vote, Council Members approved Consent Calendar Items No. 4 through 12.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

J. REPORTS OF THE CITY MANAGER

13. SUBJECT: Update on COVID-19 Response and Preparedness

RECOMMENDATION FOR ACTION: Receive an update and discuss next steps.

Received an update on COVID-19 and discussed next steps.

14. SUBJECT: Urgency Ordinance of the City Council of the City of Woodland Authorizing the Community Development Director to Grant Emergency Temporary Use Permits that will Allow Restaurants and Other Businesses to Use Available Public and Private Outdoor Space to Meet Physical Distancing Requirements and Waiving any Applicant Fees Associated with the City's Review Process

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt by a Four-Fifths Vote Urgency Ordinance No. _____, an Urgency Ordinance of the City Council of the City of Woodland Authorizing the Community Development Director to Grant Emergency Temporary Use Permits that will Allow Restaurants and Other Businesses to Use Available Public and Private Outdoor Space to Meet Physical Distancing Requirements and Waiving any Applicant Fees Associated with the City's Review Process.

On a motion by Mayor Pro Tem Stallard, seconded by Council Member Rodriguez and carried unanimously on a 5-0 roll-call vote Council Members Adopted URGENCY ORDINANCE NO. 1664, AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE COMMUNITY DEVELOPMENT DIRECTOR TO GRANT EMERGENCY TEMPORARY USE PERMITS THAT WILL ALLOW RESTAURANTS AND OTHER BUSINESSES TO USE AVAILABLE PUBLIC AND PRIVATE OUTDOOR SPACE TO MEET PHYSICAL DISTANCING REQUIREMENTS AND WAIVING ANY APPLICANT FEES ASSOCIATED WITH THE CITY'S REVIEW PROCESS.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

15. SUBJECT: Consideration of November 2020 Ballot Measure to Re-Authorize 1/4 Cent Sales Tax (Measure J)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

- 1) Introduce Ordinance No. _____ re-authorizing and extending the City of Woodland's quarter-cent sales tax for general city services, programs and facilities for a period of ten years, subject to approval by the voters at the November 3, 2020 municipal election, and
- 2) Provide comment on draft ballot language, and
- 3) Direct staff to return to Council with a resolution calling for the consolidation of the election and placing four advisory measures on the November 3, 2020 ballot.

On a motion by Council Member Barajas, seconded by Mayor Pro Tem Stallard and carried unanimously on a 5-0 roll call vote, Council Members introduced an Ordinance re-authorizing and extending the City of Woodland's quarter-cent sales tax for general city services, programs and facilities for a period of ten years, subject to approval by the voters at the November 3, 2020 municipal election, provided comments on draft ballot language, and directed staff to return to Council with a resolution calling for the consolidation of the election and placing four advisory measures on the November 3, 2020 ballot.

16. SUBJECT: Presentation of the Fiscal Year 2020/21 Proposed Budget

RECOMMENDATION FOR ACTION: Staff recommends that the City Council formally receive the proposed City budget for fiscal year 2020/21.

Received a presentation from Kim McKinney Finance Officer on the proposed City budget for fiscal year 2020/21.

K. ADJOURN

Council Members and Staff observed 8 minutes and 46 seconds of silence in memory of George Floyd.

Upon conclusion of 8 minutes and 46 seconds, meeting was adjourned at 8:16 PM.

Respectfully submitted,

**Ana B. Gonzalez
City Clerk**

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, June 16, 2020

6:00 PM

City Council

CITY COUNCIL

PLEASE NOTE: The June 16, 2020 Woodland City Council will be conducted pursuant to the Governor's Executive Order N-29-20.

The meeting will be held via teleconference and Council members and the public will participate via teleconference. Those locations are not listed on the agenda and are not accessible to the public. The public is encouraged to listen to the City Council meeting live on Woodland TV Channel 20 and also by going to the City of Woodland web site at www.cityofwoodland.org/meetings.

If you wish to make a comment during general Public Comment or on a specific agenda item, there are three (3) ways to do that. 1) Join the Zoom City Council meeting remotely by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the Meeting ID or by calling a listed number and enter the Meeting ID; 2) Leave a voice mail message at (530) 661-5900, press Option 1. All voice mail messages received by 6:00 p.m. will be played during the City Council meeting and read into the record at the appropriate time; 3) If you are watching the live stream and wish to make a comment on an item as it is being heard, you may submit an email to the City Clerk at CouncilMeetings@cityofwoodland.org prior to Public Comment on that item. Email comments submitted to be read into the record shall be no more than three (3) minutes when read aloud. Please include the agenda item in the subject line.

Please click on link below to join the public comment portion of the meeting:
<https://zoom.us/j/99759026181>

Or Phone: US: +16699006833,,99759026181# or +13462487799,,99759026181#

Or Telephone: Dial: US : +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Meeting ID: 997 5902 6181

CLOSED SESSION

5:30 PM

A. CALL TO ORDER

B. CLOSED SESSION

- 1. Conference with Labor Negotiators,
Pursuant to Government Code Section 54957.6**

Agency Designated Representatives: Interim City Manager, Human Resources Manager and City Attorney

Employee Organization(s): Confidential Employees, Woodland Professional Firefighters' Association, Fire Mid-Management Employees, Mid-Management Unit Employees, Woodland City Employees Association (General Services), Woodland Police Mid-Management, Woodland Police Officers' Association and Woodland Police Supervisors Association

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

C. CALL TO ORDER

Meeting called to order at 06:03 PM

D. ROLL CALL

All Council Members present via roll call vote.

Present: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

Absent: None

E. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Council Member Barajas.

F. COMMUNICATIONS - PUBLIC COMMENT

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

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

Verbal updates provided by Council Members/Staff.

2. SUBJECT: Long Range Calendar

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

H. PRESENTATIONS

3. SUBJECT: Greater Sacramento Economic Council

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation from Barry Broome, President and CEO of Greater Sacramento Economic Council on Return on Investment and Service Delivery Report which details local community return on investment and cost/benefit analysis, total impact through job creation and future continued service delivery value examples.

Received a presentation from Barry Broome, President and CEO of Greater Sacramento Economic Council on Return on Investment and Service Delivery Report which details local community return on investment and cost/benefit analysis, total impact through job creation and future continued service delivery value examples.

I. CONSENT CALENDAR

4. SUBJECT: Joint Statement from Woodland City Council Regarding Current Events Surrounding the Death of George Floyd

RECOMMENDATION FOR ACTION: Staff recommends that the City Council review and sign the attached statement to the community regarding current events surrounding the death of George Floyd.

Reviewed and signed the attached statement to the community regarding current events surrounding the death of George Floyd.

5. SUBJECT: Public Works Quarterly Status Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Public Works Quarterly Status Report for the period of March through May 2020.

Accepted the Public Works Quarterly Status Report for the period of March through May 2020.

6. SUBJECT: Changes within the Public Works Department - Utilities Division

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving a new job classification and job description for Utility Administrator (Range 141) effective July 1, 2020 and job description for the current job classification of Treatment Plant Superintendent (Range 137) previously budgeted in FY 2019/20 budget.

Adopted RESOLUTION NO. 7476, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING CHANGES WITHIN THE PUBLIC WORKS DEPARTMENT – UTILITIES DIVISION.

7. SUBJECT: Approve Consultant Services Agreement with Mark Thomas for Gibson Road at SR-113 Interchange Modification Project, CIP 19-13

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to approve a consultant design services agreement with Mark Thomas, in an amount not to exceed \$285,025 (total cost

without optional tasks) for the Gibson Road at SR-113 Interchange Modification Project, CIP 19-13 and authorize the City Manager to execute the agreement and amendments as necessary up to 15% of the agreement amount.

Adopted RESOLUTION NO. 7477, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE A CONSULTANT AGREEMENT WITH MARK THOMAS FOR THE GIBSON ROAD AT SR-113 INTERCHANGE MODIFICATION PROJECT, CIP 19-13.

8. SUBJECT: Sewer Collection System Wastewater Treatment Master Plan, CIP 14-07; Approve Contract with Brown and Caldwell for Professional Engineering Services to Prepare Phase I of the Water Pollution Control Facility Master Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the consultant services agreement with Brown and Caldwell for preparation of the Water Pollution Control Facility Master Plan Phase I for an amount up to \$423,276.

Adopted RESOLUTION NO. 7478, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT WITH BROWN AND CALDWELL FOR PROFESSIONAL ENGINEERING SERVICES TO PREPARE PHASE 1 OF THE WATER POLLUTION CONTROL FACILITY MASTER PLAN, CIP #14-07.

9. SUBJECT: Contract for Independent Auditing Services

Recommendation for Action: Staff recommends that the City Council adopts Resolution No. _____ authorizing the City Manager to execute a contract with Lance, Soll & Lunghard, LLP for independent auditing services for three fiscal years (FY2019/20 through FY21/22), with an optional three year extension.

Adopted RESOLUTION NO. 7479, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT WITH LANCE, SOLL & LUNGHARD, LLP FOR INDEPENDENT AUDIT SERVICES.

10. SUBJECT: Agreement for Municipal Advisor Services

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to enter into contract with Del Rio Advisors LLC for Municipal Financial Advisor Services.

Adopted RESOLUTION NO. 7480, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AN AGREEMENT WITH DEL RIO ADVISORS LLC FOR MUNICIPAL FINANCIAL ADVISOR SERVICES.

11. SUBJECT: Budget Appropriation Request: PulsePoint Marketing Grant Award

RECOMMENDATION FOR ACTION: Staff recommends that the City Council Adopt Resolution No. _____, authorizing the City Manager to appropriate \$2,057 to the General Fund Fire Department operations budget.

Adopted RESOLUTION NO. 7481, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO APPROPRIATE \$2,057 TO THE GENERAL FUND FIRE DEPARTMENT BUDGET.

12. SUBJECT: FY20 Coronavirus Emergency Supplemental Funding Program Grant Award Acceptance

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, (1) authorizing the Police Chief to accept the FY20 Coronavirus Emergency Supplemental Funding Program Grant Award in the amount of \$50,562 for the purchase of critical equipment; and (2) authorizing the City Manager to appropriate \$50,562 to the Federal Grants Fund (330).

Adopted RESOLUTION NO. 7482, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND (1) AUTHORIZING THE POLICE CHIEF TO ACCEPT THE FY20 CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM GRANT AWARD IN THE AMOUNT OF \$50,562, AND (2) AUTHORIZING THE CITY MANAGER TO APPROPRIATE \$50,562 IN THE POLICE DEPARTMENT'S FUND 330 BUDGET.

13. SUBJECT: 2019 Homeland Security Grant Award Acceptance and Budget Appropriation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the Police Department to accept the 2019 Homeland Security Grant Award in the amount of \$79,271 for the purchase of 11 portable all-band radios, and authorizing the City Manager to appropriate \$79,271 to Other Federal Grants Fund (330) for the purchase of the awarded equipment.

Adopted RESOLUTION NO. 7483, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE POLICE DEPARTMENT TO ACCEPT THE 2019 HOMELAND SECURITY GRANT AWARD AND AUTHORIZING THE CITY MANAGER TO APPROPRIATE \$79,271 TO FUND 330 FOR THE PURCHASE OF PORTABLE ALL-BAND RADIOS.

14. SUBJECT: Annual Appropriations Limit

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the City of Woodland's Fiscal Year (FY) 2018/19, FY2019/20, and FY2020/21 Appropriations Limits.

Adopted RESOLUTION NO. 7484, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO SET THE APPROPRIATION LIMIT, IN ACCORDANCE WITH ARTICLE XIII-B OF THE STATE CONSTITUTION FOR FISCAL YEARS 2018/19, 2019/20, 2020/21.

15. SUBJECT: Appoint Council Member as Liaison to Yolo County Election Working Group - November 3, 2020 Election

RECOMMENDATION FOR ACTION: Staff recommends that the City Council appoint Council Member Enrique Fernandez as liaison to the Yolo County

Election Working Group for the upcoming November 3, 2020 election.

Appointed Council Member Enrique Fernandez as liaison to the Yolo County Election Working Group for the upcoming November 3, 2020 election.

Council Member Fernandez abstained from voting on this item.

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

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

Appointed members to the various Boards, Commissions and Committees.

17. SUBJECT: Waste Management Delinquent Garbage/Refuse Accounts - Call for a Public Hearing

RECOMMENDATION FOR ACTION: Staff recommends that the City Council set a Public Hearing for July 21, 2020 to hear and approve the list of Delinquent Refuse Accounts and direct the Tax Collector of Yolo County to assess liens against real property to collect delinquent payments.

Set a Public Hearing for July 21, 2020 to hear and approve the list of Delinquent Refuse Accounts and directed the Tax Collector of Yolo County to assess liens against real property to collect delinquent payments.

18. SUBJECT: Weed Abatement Program Parcels not in Compliance - Call for Public Hearing

RECOMMENDATION FOR ACTION: Staff recommends that the City Council set a Public Hearing for July 21, 2020 to hear and approve the list of parcels that were out of compliance for weed abatement requirements for the year 2019 and direct the Tax Collector of Yolo County to assess liens against real property to reimburse the City for the cost of removal of weeds, refuse, and dirt from the property.

Set a Public Hearing for July 21, 2020 to hear and approve the list of parcels that are out of compliance for weed abatement requirements for the year 2019 and direct the Tax Collector of Yolo County to assess liens against real property to reimburse the City for the cost of removal of weeds, refuse, and dirt from the property.

19. SUBJECT: Ordinance No. 1665 Extending 1/4 Cent Sales Tax (Measure J)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Ordinance No. 1665, Amending Chapter 3.28 of Title 3 of the Woodland Municipal Code to Extend the 1/4% Transactions and Use Tax for General Purposes, which shall continue to be administered by the California Department of Tax and Fee Administration.

Adopted ORDINANCE NO. 1665, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING CHAPTER 3.28 OF TITLE 3 OF THE WOODLAND

MUNICIPAL CODE TO EXTEND THE 1/4% TRANSACTIONS AND USE TAX FOR GENERAL PURPOSES, WHICH SHALL CONTINUE TO BE ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION.

20. SUBJECT: Council Member Election and General Tax Measure and Four Advisory Measures - November 3, 2020

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, Calling a General Municipal Election of Three Council Members by District and Calling a Special Election for the Purpose of Submitting a General Tax Measure to Continue a One Quarter Cent Sales Tax That Would Expire in Ten Years and Four Advisory Measures, Said Elections to be Held in the City of Woodland on November 3, 2020, and Directing the Consolidation of the Elections with the Statewide General Election and All Other Elections.

Adopted RESOLUTION NO. 7485, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND CALLING A GENERAL MUNICIPAL ELECTION FOR THE ELECTION OF THREE COUNCIL MEMBERS BY DISTRICT AND CALLING A SPECIAL ELECTION FOR THE PURPOSE OF SUBMITTING A GENERAL TAX MEASURE TO CONTINUE A ONE QUARTER CENT SALES TAX THAT WOULD EXPIRE IN TEN YEARS AND FOUR ADVISORY MEASURES, SAID ELECTIONS TO BE HELD IN THE CITY OF WOODLAND ON NOVEMBER 3, 2020, AND DIRECTING THE CONSOLIDATION OF THE ELECTIONS WITH THE STATEWIDE GENERAL ELECTION AND ALL OTHER ELECTIONS.

J. PUBLIC HEARINGS

21. SUBJECT: PUBLIC HEARING - Gibson Ranch Lighting & Landscaping District

Recommendation for Action: Staff recommends that the City Council (1) conduct a public hearing and (2) adopt Resolution No. _____, approving the fiscal year 2020/2021 annual levy report and order the levy and collection of the assessment within the Gibson Ranch Lighting and Landscaping District.

On a motion by Mayor Pro Tem Stallard, seconded by Council Member Barajas and carried unanimously on a roll call vote, Council Member adopted RESOLUTION NO. 7486, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE ENGINEER'S ANNUAL LEVY REPORT AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE GIBSON RANCH LANDSCAPING AND LIGHTING DISTRICT, FISCAL YEAR 2020/2021.

22. SUBJECT: PUBLIC HEARING - North Park Lighting and Landscaping District

Recommendation for Action: Staff recommends that the City Council (1) conduct a public hearing and (2) adopt Resolution No. _____, approving the fiscal year 2020/2021 annual levy report and order the levy and collection of the assessment within the North Park Lighting and Landscaping District.

Adopted RESOLUTION NO. 7487, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE ENGINEER'S

ANNUAL LEVY REPORT AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE NORTH PARK LIGHTING AND LANDSCAPING DISTRICT, FISCAL YEAR 2020/2021.

23. SUBJECT: PUBLIC HEARING - Streng Pond Landscape Maintenance District

Recommendation for Action: Staff recommends that the City Council (1) conduct a public hearing and (2) adopt Resolution No. _____, approving the fiscal year 2020/2021 annual levy report and order the levy and collection of the assessment within the Streng Pond Landscape Maintenance District.

Adopted RESOLUTION NO. 7488, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE ENGINEER'S ANNUAL LEVY REPORT AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE STRENG POND LANDSCAPING MAINTENANCE DISTRICT, FISCAL YEAR 2020/2021.

24. SUBJECT: PUBLIC HEARING - West Wood Lighting and Landscaping District

Recommendation for Action: Staff recommends that the City Council (1) conduct a public hearing and (2) adopt Resolution No. _____, approving the fiscal year 2020/2021 annual levy report and order the levy and collection of the assessment within the West Wood Lighting and Landscaping District.

Adopted RESOLUTION NO. 7489, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE ENGINEER'S ANNUAL LEVY REPORT AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN THE WEST WOOD UNIT NO. 1 LANDSCAPING AND LIGHTING DISTRICT, FISCAL YEAR 2020/2021.

25. SUBJECT: PUBLIC HEARING - Gateway Landscaping & Lighting District

Recommendation for Action: Staff recommends that the City Council (1) conduct a public hearing and (2) adopt Resolution No. _____, approving the fiscal year 2020/2021 annual levy report and Resolution No. _____, ordering the levy and collection of the assessment within the Gateway Lighting and Landscaping District.

Adopted RESOLUTION NO. 7490, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA ORDERING THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS REGARDING THE GATEWAY and RESOLUTION NO. 7491 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE FISCAL YEAR 2020/2021 ENGINEER'S REPORT REGARDING THE GATEWAY LANDSCAPING AND LIGHTING DISTRICT.

26. SUBJECT: PUBLIC HEARING - Spring Lake Lighting & Landscaping District

Recommendation for Action: Staff recommends that the City Council (1) conduct a public hearing and (2) adopt Resolution No. _____, approving the fiscal year 2020/2021 annual levy report and Resolution No. _____, ordering the levy and collection of the assessment within the Spring Lake Lighting and

Landscaping District.

Adopted RESOLUTION NO. 7492, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AMENDING AND/OR APPROVING THE FISCAL YEAR 2020/2021 ENGINEER'S REPORT REGARDING THE SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT and RESOLUTION NO. 7493, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA ORDERING THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS REGARDING THE SPRING LAKE LANDSCAPING AND LIGHTING DISTRICT FOR FISCAL YEAR 2020/2021.

K. REPORTS OF THE CITY MANAGER

27. SUBJECT: Update on COVID-19 Response and Preparedness

RECOMMENDATION FOR ACTION: Receive an update and discuss next steps.

Received update from Ken Hiatt Interim City Manager on COVID-19 Response and Preparedness.

28. SUBJECT: Fiscal Year 2020/21 Budget

RECOMMENDATION FOR ACTION: Staff recommends that the City Council formally adopt Resolution No.____, approving a) the Fiscal Year (FY) 2020/21 Annual Budget of \$185.24 million and b) 311 Full-time equivalent positions by classification as detailed in Exhibit B.

On a motion by Council Member Fernandez, seconded by Council Member Rodriguez and carried unanimously on a 5-0 roll call vote, Council Members adopted RESOLUTION NO. 7494, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND ADOPTING THE FISCAL YEAR 2020-2021 ANNUAL BUDGET.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

29. SUBJECT: Approval of Construction of Emergency Homeless Shelter Project, CIP #20-12

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

1. Determine by a four-fifths vote that there is a need to continue the emergency action to construct a homeless shelter at County Road 102 and East Beamer Street in accordance with Public Contract Code Section 22050;
2. Adopt Resolution No. _____, (a) approving appropriations of \$1,251,000 from the Affordable Housing In-Lieu Fees Fund (327) and \$149,000 from the Spring Lake Off Site Affordable Housing Fund (321), which will be transferred to the Homeless Housing Fund (331) for construction of the Emergency Shelter Project and appropriate the same \$1,251,000 and \$149,000 from the Homeless Housing Fund (331) where the expenses will be incurred for the project; (b) approving an appropriation of \$500,000 from the Homeless Housing Fund (331) based on funds that will be provided by the County of

Yolo; and (c) approving an appropriation of \$400,000 from the Homeless Housing Fund (331) based on funds that will be provided by Friends of the Mission.

3. Adopt Resolution No. _____, approving the plans and specifications for the construction of emergency shelter at County Road 102 and East Beamer Street;
4. Adopt Resolution No. _____, authorizing the City Manager to negotiate and award a construction contract in the amount of \$1,952,745 to Broward Builders, Inc. for the construction of the Emergency Shelter Project (CIP 20-12) and authorize a contract contingency of up to 5% (\$97,637) of the total contract amount;
5. Adopt Resolution No. _____, authorizing the City Manager to execute a contract for geotechnical engineering services for the Emergency Shelter Project (CIP 20-12) with Wallace-Kuhl & Associates in an amount up to \$55,000;
6. Review the proposed terms of an Operating Agreement for the operation of the Emergency Shelter Project (CIP 20-12) and adopt Resolution No. _____, authorizing the City Manager to continue negotiating such Operating Agreement and to execute such Operating Agreement with the Yolo Wayfarer Center (dba Fourth and Hope) and Friends of the Mission;
7. Adopt Resolution No. _____, authorizing the City Manager to execute an agreement with the County of Yolo to receive funding for construction of the Emergency Shelter Project (CIP 20-12);
8. Adopt Resolution No. _____, authorizing the City Manager to enter into an agreement with Friends of the Mission to receive funding for construction of the Emergency Shelter Project (CIP 20-12).

On a motion by Council Member Rodriguez, seconded by Mayor Pro Tem Stallard and carried unanimously on a 5-0 roll call vote, Council Members adopted RESOLUTION NO. 7495, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE APPROPRIATION OF FUNDS FOR THE EMERGENCY SHELTER PROJECT, CIP #20-12, RESOLUTION NO. 7496, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF INTERIM EMERGENCY SHELTER PURSUANT TO GOVERNMENT CODE § 830.6, RESOLUTION NO. 7497, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE AWARD OF A CONSTRUCTION CONTRACT FOR THE EMERGENCY SHELTER PROJECT, CIP #20-12, RESOLUTION NO. 7498, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE AWARD OF A GEOTECHNICAL ENGINEERING SERVICES CONTRACT FOR THE EMERGENCY SHELTER PROJECT, CIP #20-12, RESOLUTION NO. 7499, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN OPERATING AGREEMENT FOR THE EMERGENCY SHELTER PROJECT, CIP #20-12, RESOLUTION NO. 7500, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A FUNDING AGREEMENT WITH THE COUNTY OF YOLO TO SUPPORT CONSTRUCTION OF THE EMERGENCY SHELTER PROJECT, CIP #20-12, and RESOLUTION NO. 7501, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A FUNDING AGREEMENT WITH THE FRIENDS OF THE MISSION TO SUPPORT

CONSTRUCTION OF THE EMERGENCY SHELTER PROJECT, CIP #20-12.

AYES: Barajas, Fernandez, Lansburgh, Rodriguez and Stallard

NOES: None

L. ADJOURN

Meeting adjourned at 8:46 PM in memory of Fred Brocsh and Dr. Bob Edmundson.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.7
SUBJECT: Parks & Recreation Commission Meeting Minutes for February 24, 2020

Recommendation for Action: Staff recommends that the City Council receive the February 24, 2020 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 June 22, 2020. At this meeting the Parks & Recreation Commission approved the minutes from February 24, 2020.

Conclusion:

Staff recommends that the City Council receive the February 24, 2020 Parks & Recreation Commission Meeting Minutes.

A handwritten signature in black ink, appearing to read "Ken Hiatt", is written over a horizontal line.

Ken Hiatt
Interim City Manager

Attachments:

1. Parks Rec Commission Minutes 022420

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission –

Monday, February 24, 2020

6:30 PM

A. CALL TO ORDER

Meeting called to order at 06:33 PM

B. ROLL CALL

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

Absent:

Excused:

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Vice-Chairperson Jon-Paul Valcarengi.

D. COMMUNICATIONS - PUBLIC COMMENT

None

E. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

None

F. PRESENTATION

None

G. NEW BUSINESS

None

H. COMMITTEE REPORTS

1. Standing Committee Report

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

City Council approved naming for the proposed Girls' Fastpitch Complex, Dowling Fastpitch Complex.

I. CONSENT CALENDAR

2. Approve Minutes for January 27, 2020

On a motion by Commissioner Andrew Foraker to approve the January 27, 2020 minutes as written, seconded by Commissioner Rashid Ali and carried unanimously.

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

Noes: None

Absent:

J. OTHER BUSINESS

3. Commission Absent Request

No absent requests at this meeting. Noted that the May 25, 2020 meeting fell on Memorial Day.

On a motion by Vice-Chairperson Jon-Paul Valcarengi to move the May 25, 2020 meeting to May 18, 2020, seconded by Commissioner Rashid Ali and carried unanimously, the May meeting date was moved.

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

Noes: None

Absent:

K. REPORT OF THE STAFF

4. Community Services Staff Report for February 24, 2020

Verbal updates provided by Staff.

L. NEXT MEETING

March 23, 2020

M. ADJOURN

On a motion by Commissioner Rashid Ali to adjourn the meeting at 6:56 p.m., seconded by Vice-Chairperson Jon-Paul Valcarengi and carried unanimously,

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

Noes: None

Absent:



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.8
SUBJECT: Americans with Disabilities Act Proclamation

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation Commemorating the 30th Anniversary of the Americans with Disabilities Act of 1990.

Staff Contact:

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

Discussion:

On July 26, 1990, the Americans with Disabilities Act (ADA) was signed into law. The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of employment, public services, public accommodations, public and private transportation, telework, telecommunications, websites, online systems, mobile apps, and other forms of information and communication technology.

The ADA gives civil rights protections to individuals with disabilities similar to those provided to individuals on the basis of race, color, sex, national origin, age, and religion. It guarantees equal opportunity for individuals with disabilities in employment, state and local government services, public accommodations, telecommunications and transportation.

Prepared By: Ana B. Gonzalez, City Clerk

A handwritten signature in black ink, appearing to read "Ken Hiatt".

Ken Hiatt
Interim City Manager

Attachments:

1. ADA Proclamation Rev 7.15.20

PROCLAMATION

Commemorating the 30th Anniversary of the Americans with Disabilities Act July 26, 2020

WHEREAS, July 26, 2020 marks the 30th anniversary of the enactment of the Americans with Disabilities Act of 1990 (ADA); and

WHEREAS, prior to the enactment of the ADA, people with disabilities were often segregated and denied equality of opportunity based on fear, ignorance, prejudice, stereotypes, labels, and pernicious mythologies; and

WHEREAS, the ADA embraces the precept that disability is a natural and normal part of the human experience that in no way diminishes a person's right to fully participate in all aspects of society; and

WHEREAS, the goals of the ADA include equality of opportunity, full participation, economic self-sufficiency, and independent living; and

WHEREAS, the ADA was enacted because of the concerted, dedicated, and persistent efforts of persons with sensory, physical, intellectual, developmental and mental health disabilities, professionals, and disability-related organizations; and

WHEREAS, State and local governments and businesses recognized the public interest in extending civil rights protections to all people, including people with disabilities; and

WHEREAS, the ADA has played a historic role in enabling people with disabilities to fully participate in all aspects of society by removing barriers to employment, public services, public accommodations, public and private transportation, telework, telecommunications, websites, online systems, mobile apps, and other forms of information and communication technology; and

WHEREAS, every person in the United States, not just people with disabilities, benefit from covered entities adopting policies and practices to ensure equal access and reasonable accommodations for people with disabilities; and

WHEREAS, thirty years after the enactment of the ADA, the law remains a crucial tool in addressing persistent discrimination, including failure to: ensure competitive, integrated employment as the presumed, priority, and default placement by state and local agencies; provide meaningful opportunities to community-based services and supports; and eliminate new barriers to equal opportunity, such as inaccessible websites, online systems, mobile apps, and other forms of information and communication technology, algorithm bias in artificial intelligence, lack of access to the gig economy, and in responses to pandemics and other national emergencies; and ineffective or inadequate responses to pandemics and other state- or national-level emergencies; and

THEREFORE, BE IT RESOLVED, that the City Council of the City of Woodland recognizes and commemorates the 30th anniversary of the enactment of the Americans with Disabilities Act of 1990; and

BE IT FURTHER RESOLVED, that the City of Woodland encourages agencies, businesses, and all members of the public to celebrate the advancements made possible by the enactment of the ADA.

DATED: July 21, 2020

Rich Lansburgh, Mayor

Tom Stallard, Mayor Pro Tempore

Enrique Fernandez, Council Member

Angel Barajas, Council Member

Xóchitl Rodriguez, Council Member



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.9
SUBJECT: City Manager Employment Agreement

Recommendation for Action: Adopt Resolution No. _____, approving an Employment Agreement Between the City of Woodland and Ken Hiatt for the position of City Manager

Staff Contact: Sheila McShane, Human Resources Manager, (530) 661-5806, ana.gonzalez@cityofwoodland.org

Fiscal Impact: Mr. Hiatt's compensation would be \$19,000 per month, with a 3% annual increase for the duration of the Employment Agreement, which has a two year term with an option to extend for a third year. His benefits will remain essentially unchanged as those provided in his Interim City Manager Agreement. Funding for the City Manager position is provided within the adopted FY 2020-2021 budget, and some savings have been achieved over the past few months with the vacancy in the Assistant City Manager position.

Background:

Effective upon Paul Navazio's retirement from the City in March 2020, the City Council appointed Ken Hiatt as the Interim City Manager pursuant to an employment agreement. Mr. Hiatt joined the City as the Community Development Director in May of 2013 and assumed the role of Assistant City Manager/Community & Economic Development Director in August of 2016. He began serving as Interim City Manager on March 7, 2020.

The City Council conducted a closed session on July 8, 2020 to discuss the appointment of the next permanent City Manager. The Council determined that it wanted to appoint Ken Hiatt as the permanent City Manager, beginning August 1, 2020. Since then, the Mayor and the City Attorney negotiated the terms of an employment agreement between Mr. Hiatt and the City for the City Manager position, and the City Attorney prepared the attached Employment Agreement.

Discussion:

The City Manager Employment Agreement provides as follows:

- Mr. Hiatt will serve as the City Manager as of Saturday, August 1, 2020.
- He will receive a monthly salary of Nineteen Thousand Dollars (\$19,000) per month.
- The Agreement has a two year term with an option to extend for a third year.
- The City Council will conduct a performance evaluation each year on or around August 1.
- Assuming the Agreement is still in effect, Mr. Hiatt's salary will increase by three percent (3%) each year for the duration of the Agreement.
- All benefits will be the same as his existing benefits pursuant to the Interim City Manager Agreement except Mr. Hiatt will receive six (6) months' severance if he is asked to resign or is terminated, pursuant to specific terms provided for in the Employment Agreement.

In addition, Mr. Hiatt has proposed and is willing to agree to a concession similar to that being requested, or agreed to, by City employees, but contract language has not yet been finalized. Any such, or other updates, to the Agreement will be provided orally during the City Council meeting.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, Approving an Employment Agreement Between the City of Woodland and Ken Hiatt for the position of City Manager.

Prepared By: Kara K. Ueda, City Attorney

A handwritten signature in black ink, appearing to read 'Ana B. Gonzalez', with a stylized flourish at the end.

Ana B. Gonzalez
City Clerk

Attachments:

1. COW Resolution Approving Hiatt CM Employment Agreement-c1
2. COW_ Hiatt City Manager Agreement 2020-c1

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WOODLAND APPROVING AN EMPLOYMENT AGREEMENT WITH
KEN HIATT FOR THE POSITION OF CITY MANAGER**

WHEREAS, Ken Hiatt has been serving as the Interim City Manager since March 7, 2020, following the retirement of Paul Navazio from the City of Woodland; and

WHEREAS, the City Council now desires to appoint Ken Hiatt as the permanent City Manager, effective Saturday, August 1, 2020; and

WHEREAS, the attached Employment Agreement provides for a base monthly salary of \$19,000.00 per month upon the effective date of the Agreement, with an adjustment of three percent annually for the duration of the Agreement, which has a term of two years with an option to extend it for an additional year; and

WHEREAS, the Agreement provides that benefits will remain largely unchanged from those provided to Mr. Hiatt under his existing employment agreement as Interim City Manager except a six month severance position has been included in the event Mr. Hiatt is terminated or is asked to resign by the City Council; and

WHEREAS, the Agreement provides that the City Council will undertake an annual performance evaluation on or around August 1 of each year.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Woodland hereby approves the Employment Agreement between the City of Woodland and Ken Hiatt as City Manager.

PASSED AND ADOPTED this 21st day of July, 2020, by the following vote:

AYES:

NOES:

ABSENT:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

Attachment: City Manager Employment Agreement

Employment Agreement

This Employment Agreement (“Agreement”) is between the City of Woodland, a California municipal corporation (“City”) and Ken Hiatt (“Employee”), an individual, both of whom agree as follows:

Section 1. Appointment

The City Council has appointed Employee as the City Manager of the City, effective on Saturday, August 1, 2020. Employee accepts the appointment and employment, as provided for in this Agreement. Prior to this appointment, Employee served as the Interim City Manager after having served as the City’s Assistant City Manager/Community and Economic Development Director.

Section 2. Duties and Authority

A. Employee shall perform the functions and duties of a city manager as provided for under state law and the Woodland Municipal Code, the City Manager job description, City Council direction, or as otherwise provided by law, ordinance, or regulation. Employee shall faithfully, diligently, and to the best of Employee’s abilities, perform all duties that may be required under this Agreement and shall devote his full energy, skill, ability, and productive time to the performance of his duties. Employee reports to, and serves at the pleasure of, the City Council.

B. Employee shall not engage in any employment, activity, or other enterprise, for compensation or otherwise, that is actually or potentially in conflict with, inimical to, or that interferes with the performance of Employee’s duties.

C. This Agreement is intended to, and does supersede Employee’s current Interim City Manager agreement with the City.

D. Employee agrees to maintain any licenses or certifications required by Employee’s job description.

Section 3. Hours of Work.

The Employee as City Manager is an exempt position, and Employee is expected to engage in those hours of work necessary to fulfill the obligations of the position. Employee must be available to other staff and members of the public during City’s regular hours of business, and generally Employee is expected to be working during such regular hours of business. Employee’s position also requires frequent time worked outside of customary business hours (e.g. to attend City Council meetings or other functions on City’s behalf). As such, Employee’s daily and weekly work schedule will vary in accordance with the work to be performed and in accordance with direction provided by the City Council.

Section 4. Performance Evaluation

The City Council will conduct a performance evaluation of Employee on or around August 1,

2021, or at a time mutually agreed upon by the City Council and Employee. The City Council shall evaluate Employee's performance and provide guidance and direction to Employee. The City Council and Employee may choose to have an initial meeting at or around the commencement of this Agreement to discuss Employee's performance goals as well as the City Council's goals, expectations, and objectives for Employee's performance.

Section 5. Compensation

A. City agrees to pay Employee a monthly gross base salary of Nineteen Thousand Dollars (\$19,000.00), effective upon commencement of this Agreement. Employee shall receive a three percent (3%) annual salary increase effective August 1 for the term of this Agreement.

B. Nothing in this Agreement precludes the City Council from considering other salary adjustments for Employee.

C. Employee shall be paid at the same intervals and in the same manner as other management employees, and all wage payments are subject to applicable payroll taxes and withholdings.

D. The City of Woodland will match Employee's deferred compensation contribution up to two percent (2%) of Employee's base salary, subject to the limitations and restrictions imposed by law and by the City's 457 Plan. Only plans approved by the City in its deferred compensation program will be eligible for the City contribution. Employee is responsible to ensure that Employee's contribution and the City's matching contribution meet Internal Revenue Code Section 457 deferred compensation program requirements. In addition, as salary is adjusted, Employee will be responsible to make periodic changes to the amounts of compensation deferred.

Section 6. Health, Disability and Life Insurance Benefits

Employee will be eligible for, and shall receive, benefits as follows:

A. City agrees to provide Employee with access to the same City-sponsored health and welfare benefit programs (medical, dental, vision, long term disability, and life insurance), and the same City contributions to the costs of such programs, as are provided under the Miscellaneous Mid- Management Employee MOU ("Mid-Management MOU"), a copy of which is included as **Exhibit A** to this Agreement, except as otherwise specified in this Agreement. City will make the required premium payments for short term and long term disability insurance coverage for Employee during the Term of this Agreement. City shall also pay the amount due for term life insurance in an amount equal to \$50,000. Employee shall have the right to choose the beneficiary on such policy.

B. Employer agrees to provide and pay the City allowance for vision, dental and comprehensive medical insurance for Employee and his eligible dependents. The Employer's contribution toward health insurance shall be equal to that which is provided to all other full-time miscellaneous mid-management employees of the Employer.

C. If Employee provides proof of coverage under an outside medical insurance program, Employee may decline to accept medical coverage, and will be eligible for cash-in- lieu payment of \$405 per month.

Section 7. Holidays, Vacation, Sick, and Administrative Leave

Employee and City agree that Employee shall receive the following leave:

A. Sick Leave. Employee shall accrue sick leave at the rate of one (1) day (i.e. 8 hours) for each month worked. Employee may use paid sick leave in accordance with the City's sick leave policy, for those purposes specified in City policy and the California Labor Code. Sick leave is not eligible for cash-out at any time, and any remaining accrued sick leave at such time of Employee's retirement from City service will be governed by the then-existing City contract with CalPERS.

B. Vacation. Employee shall accrue vacation leave at the rate of twenty (20) days per year, earned on a pro rata basis per pay period. Employee shall also have 16 vacation hours added to vacation leave total as of July 1 each year. Employees with ten (10) years of service or less may carry an unused vacation leave balance of no more than thirty-four (34) days (272 hours) past January 1st of each year. Employees with more than ten (10) years of service may carry an unused vacation leave balance of no more than forty-four (44) days (352 hours) past January 1st of each year.

Each calendar year Employee may, at his request, have up to eighty (80) accrued but unused vacation leave hours paid directly to him at his regular hourly rate of pay at the time of the request in lieu of time off; provided Employee has previously taken at least one (1) week of vacation time off in the same calendar year.

C. Holidays. Employee shall be entitled to those paid holidays recognized by the City in the Mid-Management MOU.

D. Administrative Leave. Employee shall receive an annual bank of ninety-six (96) hours administrative leave on July 1 each year. The City and Employee agree that Employee may cash out up to 80 hours of unused Administrative Leave anytime during each fiscal year, and that any remaining administrative leave in Employee's leave bank as of each June 30 will be forfeited.

Section 8. Payment of Expenses

A. City shall pay the cost of any fidelity or other bonds required by law or City policy. Further, City shall reimburse Employee at the standard IRS mileage rate for any business-related use of a personal vehicle for official business, excepting that Employee should always attempt to utilize a vehicle owned by City to avoid such expense whenever possible. Other business-related expenses Employee may incur are eligible for reimbursement under the terms of City's expense reimbursement policies.

B. Employee may expend up to Six Thousand Five Hundred Dollars (\$6,500.00) without additional City Council authorization to assist him in career development, education,

coaching, professional memberships and dues, subscriptions, equipment, software, certifications, or other special projects. City will allow Employee reasonable time away from the City to participate in professional conferences, trainings, and meetings.

Section 9. Cell Phone

Employee is eligible to receive the City Cell phone stipend, consistent with the current City Cell Phone Stipend policy.

Section 10. Retirement

City provides retirement benefits through the California Public Employees Retirement System ("CalPERS"). As a CalPERS "classic" member, Employee's retirement benefit is based on a 2%@60 formula with the highest three year average. Employee pays the 7% employee retirement contribution.

Employee will be eligible for retiree medical benefits, dependent on hire date, provided employee retires with 10 or more years of City service. The City's contribution will be the same retirement medical benefits that are offered to mid-management employees as specified in the Mid-Management MOU. The City shall contribute \$50 per month to the employee's Retiree Health Savings Plan (RHSP) account, and Employee shall contribute \$50 per month to their RHSP.

Section 11. Term, Employment, and Termination

A. Term. This Agreement shall begin on Saturday, August 1, 2020, and shall continue for a term of two years unless earlier terminated pursuant to this Section 11. Prior to the expiration of the term, this Agreement may be extended for an additional year.

B. No Property Interest. Employee understands and agrees that he has no constitutionally protected property or other interest in his employment as City Manager.

C. Termination By City. Employee understands and agrees that Employee works at the will and pleasure of the City Council, and that Employee may be terminated, or asked to resign, at any time, with or without cause, by a majority vote of its members. Notice of termination shall be provided to the City Manager in writing. "Termination," as used in this Agreement, shall include (1) a request that the City Manager resign; (2) a reduction in salary or other financial benefits of the City Manager in a significant amount that is inconsistent with a reduction in salary or financial benefits for employees in the executive management unit; (3) a material reduction in the powers and authority of the City Manager (excluding placement on paid administrative leave); or (4) elimination of the City Manager's position. Any such notice of termination or act constituting termination shall be given at or effectuated at a duly noticed regular or special meeting of the City Council.

D. Termination Immediately Before or Following City Council Election. No action by the City Council to terminate Employee, other than for gross mismanagement or an act of moral turpitude (as described in 11.F. below), will be made within ninety (90) days either before a City Council election or immediately following a City Council election. Nothing in this

paragraph alters the “at will” status of Employee’s employment with City.

E. Severance Pay. If Employee is asked to resign or is terminated as City Manager, then Employee shall be eligible to receive a cash payment equivalent to the sum of Employee’s then-current monthly salary multiplied by six (6) (or the remaining number of months in the Agreement, whichever is less) and the cash value, as determined by the City, of Employee’s monthly non-salary COBRA-eligible benefits multiplied by six (6) (or [pursuant to Government Code section 53260] by the remaining number of months in the Agreement, whichever is less). This cash payment will be made on a pro-rated monthly basis over the number of months involved, subject to termination of the severance requirement set forth below. Employee shall also be paid for any accrued, but unused, annual leave, but not accrued sick leave. Eligibility for such severance payment is expressly conditioned upon Employee’s execution of (i) a waiver and release of any and all of Employee’s claims against City; and (ii) a covenant not to sue. All normal payroll taxes and withholdings as required by law shall be made with respect to any amounts paid under this section. Employee expressly agrees to provide notice to the City within two (2) business days of accepting employment elsewhere, and the City’s obligation to pay any severance benefit to Employee shall terminate upon Employee’s acceptance of such alternative employment.

F. Ineligibility for Severance Under Certain Conditions. If Employee’s termination is the result of gross mismanagement and/or an act(s) of moral turpitude, Employee shall not be paid any severance pay except as provided in the remainder of this subsection. In such an instance, Employee’s sole remedy shall be a judicial action in declaratory relief to determine whether there was substantial evidence of gross mismanagement and/or an act(s) of moral turpitude. If the court determines there was not substantial evidence, Employee shall receive the severance pay provided in this Section, but no other damages.

G. Termination by Employee. Employee may voluntarily terminate his employment as City Manager at any time by giving not less than thirty (30) days’ notice to City.

Section 12. Indemnification

City shall indemnify and defend Employee in accordance with the California Government Claims Act. City’s obligation to defend and indemnify Employee shall extend only to the entry of a final judgment by the trial court, and shall not extend to providing defense or indemnity in connection with an appeal of the judgment, except as otherwise specifically required by law. City will determine, in its sole discretion, whether to compromise and settle any such claim or suit against Employee, as well as the amount of any settlement or judgment rendered thereon.

Section 13. Notices

Notice pursuant to this Agreement shall be given by personal service, by overnight delivery service (e.g. Federal Express), or by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

Employer:	City of Woodland
	300 First Street

Woodland, CA 95695
Attn: Ana Gonzalez, City Clerk

Employee: Ken Hiatt
1026 San Gallo Terrace
Davis, CA 95618

Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission by overnight delivery or by the United States Postal Service.

Section 14. General Provisions

A. Integration. This Agreement sets forth and establishes the entire understanding between City and Employee. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written Agreement may amend any provision of this Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.

B. Binding Effect. This Agreement shall be binding on City and Employee and shall not be assignable or transferable, in whole or in part, by either party. Any such purported transfer or assignment shall be null and void.

C. Effective Date. This Agreement shall become effective on August 1, 2020.

D. Severability. The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expungement or judicial modification of the invalid provision.

E. Statutory Requirements. This Agreement shall be deemed to incorporate by reference the provisions of Sections 53243 *et seq.* of the Government Code, as it may be amended or renumbered.

F. Attorney's Fees. If any legal action or proceeding is brought to enforce or interpret this Agreement, the prevailing party, as determined by the court, shall be entitled to recover from the other party all reasonable costs and attorney's fees, including such fees and costs as may be incurred in enforcing any judgment or order entered in any such action. Nothing in this subsection shall be read to prevent the parties from agreeing to some alternative method of dispute resolution. If such a method is agreed to, any final determination shall include an award of attorney's fees and costs by the presiding officer.

G. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. Employee and City agree that venue for any dispute shall be in Yolo County, California.

H. Representation by Counsel. The parties acknowledge and agree that they were, or had the opportunity to be, represented individually by legal counsel with respect to the matters that are the subject of this Agreement and that they are fully advised with respect to their respective rights and obligations resulting from signing this Agreement.

I. Waiver. Any failure of a party to insist upon strict compliance with any term, undertaking, or condition of this Agreement shall not be deemed to be a waiver of such term, undertaking, or condition. To be effective, a waiver must be in writing, signed and dated by the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

EMPLOYER: CITY OF WOODLAND By: _____ Rich Lansburgh, Mayor	 _____ Date
EMPLOYEE: _____ Ken Hiatt APPROVED AS TO FORM _____ Kara Ueda, City Attorney Best Best & Krieger LLP	 _____ Date _____ Date

EXHIBIT A

[Mid-Management MOU]



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.10
SUBJECT: Memorandum of Understanding Side Letter of Agreement

Recommendation for Action: Staff recommends that the City Council approve the Side Letter of Agreement with the Woodland Mid Management Professional Association.

Staff Contact:

Kim McKinney, Finance Officer, (530) 661-5849, kimberly.mckinney@cityofwoodland.org
Sheila McShane, Human Resources Manager, (530) 661 5807, sheila.mcshane@cityofwoodland.org

Fiscal Impact:

The Fiscal Year 2020/21 budget, adopted by Council on June 18, 2020, assumed at least \$600,000 in savings related to concessions from City employees. At the July 7, 2020 meeting, the City Council approved five side letters with associations agreeing to concessions requested by the City. The Mid Management Professional Association (MMPA) has reached an agreement with the City to participate in concessions and provide additional overall savings to the City's budget. The concessions agreed to by MMPA will save \$284,750 across all City funds, including \$106,000 in General Fund savings.

The side letter of agreement includes language that would modify and reduce agreed upon furloughs in the event that General Fund sales tax revenues (not including special sales tax districts) exceeds \$14 million. If the City's projected revenues reach that level, the furloughs agreed to would cease and the actual savings would be less than noted above.

Background:

The City's operating budget for FY2020/21 was significantly impacted by the COVID-19 pandemic, and its effects on the local and national economy. As presented to the City Council, beginning with the April 2020 spring budget presentation, the City's budget, in particular the General Fund, was facing significant reductions in many revenue sources, with heavy emphasis on sales tax revenue declines. In order to present a balanced budget, staff recommended use of General Fund reserves, implementation of department level reductions, and savings from employee concessions.

City staff has been meeting with all employee groups to discuss the budget challenges and asked for all employees to propose ideas for a five percent (5%) reduction in pay for fiscal year 2020/21. Discussions have been productive with all groups. To date, six (five have already been approved by the Council) of the City's eight employee groups have reached agreement via side letters with the City. Two groups, the Woodland Professional Firefighters Association, and Fire Mid-Management Association, continue to meet with the City and show a willingness to consider concessions to assist with the City's fiscal impacts resulting from loss revenues during the pandemic.

Discussion:

There are eight bargaining units that represent the various City employees. All of the groups are covered under

various Memoranda of Understanding (MOUs) that are negotiated periodically with the City. With the exception of the Police Mid-Management Association, whose contract expired June 30, 2020, all groups have negotiated MOUs that cover the time period that includes fiscal year 2020/21. These groups are not obligated to change the terms of these contracts or to make any concessions during the terms of their approved MOUs. However, as has historically been the case, the City's employee groups have stepped up to participate in providing solutions for the City's budget and to agree to concessions that reduce overall pay and/or benefits. These sacrifices allow for the budget to be balanced without implementing additional overall service level reductions that would potentially impact both employees and the community.

The Mid Management Professional Association terms of the Side Letter of Agreement is as follows:

- 104 hours (equivalent of 5% of base pay) unpaid furlough leave for FY2020/21
- Removal of the CalPERS Unfunded Liability contingent clause on July 2021 salary adjustment, which guarantees a 2% increase

The side letter includes language that will cease furloughs, after December 31, 2020, if the City's sales tax revenues (not including Measures J and F) are projected to exceed \$14 million. If these revenues are achieved, the level of savings from employee concessions would be limited to half of a year.

Conclusion:

Staff recommends that the City Council approve the Side Letter of Agreement with the Woodland Mid Management Professional Association.

Prepared By: Kim McKinney, Finance Officer



Ken Hiatt
Interim City Manager

Attachments:

1. side letter MMPA 20



MEMORANDUM

DATE: July 13, 2020

TO: Chris Fong
President
Mid-Management Professional Association (MMPA)

FROM: Ken Hiatt
Interim City Manager

SUBJECT: MOU Side Letter of Agreement – Furloughs

The side letter of agreement serves to memorialize the agreement, post labor negotiations between the City of Woodland (City) and the Mid-Management Professional Association.

Section 2.1.1 as amended by the Side Letter of Agreement regarding the City's additional payment to CalPERS Unfunded Liability reached on August 21, 2018 is hereby amended as follows:

Salary schedules for unit classifications shall be increased by as follows:

- January 1, 2019: 2% COLA
- January 1, 2021: 2% COLA
- July 1, 2021: 2% COLA.*
- January 1, 2022: 1% COLA

~~*Contingent on FY 2021/22 CalPERS Miscellaneous Plan Unfunded Actuarial Liability (UAL) payment not to exceeding \$4,125,871.~~

Section 5.2.2.1 is added as follows:

- 5.2.2.1 Employees may carry over an additional one hundred and four (104) hours of vacation. (The vacation maximum is adjusted based on the number of furlough hours the employees in the Unit are granted.) Employees with less than ten (10) years of service with the City may carry over no more than (376 hours) past January 1 of each year. Employees with more than ten (10) years of service with the City may carry over no more than (456 hours) past January 1 of each year. This clause sunsets on June 30, 2022.

Section 5.5 is added as follows:

- 5.5 Furloughs - Employees agree to an unpaid furlough in fiscal year 2020/2021. Hours will be credited in fifty-two (52) hour increments. The first fifty-two (52) hours will be credited upon implementation of this side letter. An additional fifty-two (52) hours will be credited on January 1, 2021 unless the General Fund sales tax revenues (not including special district sales taxes) are forecasted to exceed \$14 million for fiscal year 2020/21, in which case no further furlough hours will be credited. Employee will repay the City at a rate of 8.667 hours per month.

Furlough time will be held in a bank separate from vacation or sick time. Employees having furlough time in their furlough bank will be allowed to use furlough time instead of sick time or vacation time. To facilitate employees utilizing these hours, the City offices will be closed between Christmas and New Year's Day 2020.

When using furlough time in lieu of sick time, administrative time, vacation or administrative leave, all furlough time use requests must be made in accordance with department policy and will be subject to the restrictions of the type of leave. The responsibility of monitoring the amount of time in the furlough bank and proper use rests with the employee. It is the expectation that employees will use their furlough time by June 30, 2022. Employees forfeit any unused furlough days on July 1, 2022. If an employee works a designated furlough day, they will receive their regular pay, and will have to take another day as the replacement furlough day in accordance with their department policy. Furlough hours/usage will be prorated for employees working less than the full year with appropriate adjustments made to final settlement pay. For the term of the agreement, all vacation accumulation maximums shall be increased by the amount of furloughs hours granted. Based on the revenues, vacation maximums shall be increased by either 52 hours or 104 hours.

Furlough days have no cash value, and if the employee leaves prior to using all the furlough days, the unused days are forfeited.

Furlough days are granted as described above. If an employee uses more hours/days than earned, the employee is responsible for paying back the City for excess days.

If an employee uses more furlough days than earned, the employee is responsible to repay the City. Repayment can be in the form of earned vacation days, or earned administrative leave.

In the event that the General Fund sales tax revenues (not including special district sales taxes) are forecasted to exceed \$14 million for fiscal year 2020/21, the furloughs may cease after December 31, 2020. All other conditions still apply.

The July 1, 2018 Resolution between the City and the Mid-Management Professional Association Unit is therefore modified as reflected in the paragraphs above. All other provisions of the MOU remain unchanged, unless the parties mutually agree to reopen negotiations.

AGREED TO THIS DATE: _____

FOR THE CITY OF WOODLAND

FOR THE MID-MANAGEMENT
PROFESSIONAL ASSOCIATION

Ken Hiatt
Interim City Manager

Chris Fong
Mid-Management Professional Association



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.11
SUBJECT: Professional Services Contract Amendments for the North Regional Pond and Pump Station Project (NRP&PS), CIP 17-21.

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to approve the following contract amendments related to the City's NRP&PS Project, CIP 17-21, 1) Approve a professional services contract amendment in the amount not-to-exceed \$104,132 with West Yost Associates (WY) for additional design services and support during construction; 2) Approve a professional services contract amendment in the amount not-to-exceed \$78,891 with WSP for additional construction management and inspection services; and 3) Approve a professional services contract amendment with Environmental Science Associates (ESA) in the amount not-to-exceed \$18,340 for additional environmental services during construction.

Staff Contact:

Chris Fong, Senior Associate Civil Engineer, (530) 661-5972, chris.fong@cityofwoodland.org

Fiscal Impact:

The total cost of the three professional services amendments add up to an amount not-to-exceed \$201,363. The North Regional Pond and Pump Station is a project that was approved by Council as part of the Capital Improvement Program (CIP) for FY2019/20 and is a \$9,000,000 storm drainage project funded from SLIF Storm Drainage Funds (Fund Code 681). There are sufficient funds in the project's Capital Improvement Fund for the amendments.

There is no impact to the General Fund.

Background:

The North Regional Pond is located just north of the City's Water Pollution Control Facility (WPCF). The pond was formerly used as part of the WPCF operations until the mid-1980s. The project generally involves conversion of the North Regional Pond to a storm drainage mitigation feature for Spring Lake and other growth in the south area of town and construction of a pump station replacement located on the south side of East Main Street at the South Canal.

City Council approved Resolution 7244 on March 19, 2019 to award the construction contract for the NRP&PS to Myers & Sons Construction, LLC in the amount of \$6,674,875 with a 10% contingency of up to \$667,488. The project is currently in construction and expected to be completed by Fall 2020. Though the construction project is taking longer to complete than expected and has encountered numerous unforeseen conditions, the City is optimistic that the construction contract will be completed within the allotted budget.

City Council approved Resolution 6795 on March 21, 2017 to execute a design contract with WY for the NRP&PS for \$685,604 with a 10% design contingency of \$68,500. The design contract included construction support services during construction of the project. During the design process a major design re-alignment was necessitated due to the discovery of a decertified levee located near an identified wetland. Additional design work was necessitated by an alignment change requested by the County across CR22 and the discovery, during

construction, of numerous utilities not being located where they were supposed to be that has necessitated changes to the alignment/design of the project. Lastly, additional costs were incurred due to an underestimate of the amount of project submittals that needed to be reviewed and processed.

City Council approved Resolution 7060 on May 15, 2018 to execute a construction management and inspection services contract with WSP for \$622,156 with a 10% contingency of \$62,156. The original WSP contract estimated that the project would be completed by early 2020. Additional funds are necessitated due to the underestimate of the duration of the contract which was estimated prior to the completion of the design. Lastly, additional costs were incurred due to the higher than anticipated staffing needed to address the unforeseen conditions that the project encountered during construction.

City Council approved Resolution 7261 on May 14, 2019 to execute an environmental services contract with ESA in the amount of \$58,566 with a 10% contingency of \$5,857. ESA employed certified biologists to ensure that endangered species were protected/excluded from the project work areas. The contract with ESA has experienced higher than expected charges in order to meet certain environmental conditions of the project. Work in the existing drainage canal could not proceed until the drainage channels were drained and dry for 10 consecutive days. Unfortunately the contractor could not get the channels dry due to high groundwater levels and the constant flow of drainage. The approved alternative for construction in the channel to proceed was to have a full time certified biologist survey the site during construction to ensure endangered species were excluded from the construction activities.

Discussion:

The City executed a design services contract with WY for \$685,604 on April 20, 2017. Amendment No. 1 for \$27,060 was executed on December 19, 2017. Amendment No. 2 for \$41,341 was executed on November 27, 2019. The City is seeking approval from Council to execute Amendment No. 3 for \$104,132 which will bring the total design contract to \$858,137 which is \$104,033 more than the previously approved contingency amount.

The City executed a construction management and inspection services contract with WSP for \$622,156 on June 5, 2018. Amendment No. 1 for \$62,171 was executed on February 21, 2020. The City is seeking approval from Council to execute Amendment No. 2 for \$78,891 which will bring the total construction management and inspection services contract to \$763,218 which is \$78,546 more than the previously approved contingency amount.

The City executed an environmental services contract with ESA for \$58,566 on May 14, 2019. The City is seeking approval from Council to execute Amendment No. 1 for \$18,340 which will bring the total environmental services contract to \$76,906 which is \$12,483 more than the previously approved contingency amount.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to approve the following contract amendments related to the City's NRP&PS Project, CIP 17-21, 1) Approve a professional services contract amendment in the amount not-to-exceed \$104,132 with West Yost Associates (WY) for additional design services and support during construction; 2) Approve a professional services contract amendment in the amount not-to-exceed \$78,891 with WSP for additional construction management and inspection services; and 3) Approve a professional services contract amendment with Environmental Science Associates (ESA) in the amount not-to-exceed \$18,340 for additional environmental services during construction.

Prepared By: Chris Fong, Senior Associate Civil Engineer

Reviewed By: Brent Meyer, Acting Community Development Director



Ken Hiatt
Interim City Manager

Attachments:

1. Resolution
2. Amendment 1
3. Amendment 2
4. Amendment 3

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING PROFESSIONAL SERVICES CONTRACT AMENDMENTS FOR THE NORTH REGIONAL POND AND PUMP STATION (NRP&PS) PROJECT, CIP 17-21

WHEREAS, the City Council approved Resolution 6795 on March 21, 2017, to execute a design contract with WY for the NRP&PS Project; and

WHEREAS, the City Council wishes to authorize the City Manager to approve professional services contract amendment no. 3 with WY for additional design services during construction; and

WHEREAS, the City Council approved Resolution 7060 on May 15, 2018, to execute a construction management and inspection services contract with WSP for the NRP&PS Project; and

WHEREAS, the City Council wishes to authorize the City Manager to approve professional services contract amendment no. 2 with WSP for additional construction management and inspection services; and

WHEREAS, the City Council approved Resolution 7261 on May 14, 2019, to execute an environmental services contract with ESA for the NRP&PS Project; and

WHEREAS, the City wishes to authorize the City Manager to approve professional services contract amendment no. 1 with Environmental Science Associates for additional environmental services during construction; and

WHEREAS, the City of Woodland approved the 2019/20 Capital Budget and included CIP 17-21 as part of the Capital Budget (the “Project”); and

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

Section 1. The City Council hereby approves the professional services contract amendment no. 3 with WY for an amount not-to-exceed \$104,132. 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. The City Council hereby approves the professional services contract amendment no. 2 with WSP for an amount not-to-exceed \$78,891. 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 3. The City Council hereby approves the professional services contract amendment no. 1 with ESA for an amount not-to-exceed \$18,340. 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 4. Copies of the Professional Service Amendments 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 21st day of July 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



2600 Capitol Avenue
Suite 200
Sacramento, CA 95816
916.564.4500 **phone**
916.564.4501 **fax**

www.esassoc.com

June 15, 2020

Christopher Fong, P.E., Senior Associate Civil Engineer
City of Woodland
Community Development Department
300 First Street
Woodland, CA 95695
Telephone: 530.661.5972

Subject: Proposal Modification for North Regional Pond and Pump Station Design Project

Dear Mr. Fong:

Environmental Science Associates (ESA) is pleased to submit this modification for environmental services for the approximately 13.69-acre North Regional Pond and Pump Station Project (project site), located in the City of Woodland, California. ESA understands that the City of Woodland (City) is a participant of the Yolo Habitat Conservation Plan/Natural Community Conservation Plan (HCP/NCCP, 2018). This modification includes a scope of work and cost estimate to modify the original proposal, dated March 22, 2019. This modification covers preconstruction surveys associated with the avoidance and mitigation measures (AMMs) specific to the project, as specified in Attachment 8 of the Yolo HCP/NCCP Form for Public Projects, submittal date of March 4, 2019, and monitoring requirements identified within the Giant Garter Snake Adaptive Management Approach for the North Regional Pond and Pump Station Design Project (GGS Adaptive Management Letter) (ESA, 2019).

Scope of Work

Task 10 – Preconstruction Clearance Surveys (AMMs 5, 15, and 18 Implementation) and Monitoring (GGS Adaptive Management Letter)

A qualified ESA biologist will conduct preconstruction nesting bird, western pond turtle, and giant garter snake surveys prior to commencement of construction activities. ESA will monitor all in-water work in all canals/drainages where complete dewatering is infeasible. This scope assumes up to 100 hours of on-call biological work to conduct preconstruction clearance surveys and construction monitoring, some of which is currently being performed.

Deliverables:

- *Monitoring forms (electronic) to the City*

General Assumptions:

- Any biological work will be performed by qualified biologists approved by Yolo HCP/NCCP.
- Surveys will be conducted within the constraints of the project schedule.



Mr. Fong
June 15, 2020
Page 2

Cost

The estimated cost for completing Task 10 is summarized in the table below:

Task	Cost
10. Exclusion Fencing Placement	\$17,500
<i>Reimbursable/Equipment Expenses</i>	<i>\$840</i>
Total	\$18,340

The original contract amount was for \$58,566. The modification for \$18,340 would increase the contract amount to \$76,906.

Thank you for the opportunity to present this modification. Should you need additional information or have any questions, please do not hesitate to call us at (916) 564-4500.

Sincerely,

A handwritten signature in blue ink, appearing to read "E. Fischer", written over a light blue circular background.

Erich L. Fischer
Sr. Vice President

A handwritten signature in blue ink, appearing to read "Kelly Bayne", written over a light blue circular background.

Kelly Bayne
Project Manager/Senior Biologist

COST TO COMPLETE ESTIMATE

FOR

North Regional Pond and Pump Station

AMENDMENT 2

From:

WSP



Approved _____

Date: 6/29/2020

To:

City of Woodland

6/29/2020

Basis For Estimate

- 1) Construction began 6/3/19 and expected to end 7/31/2020
- 2) WSP service extended to 10/31/20
- 3) All staff performing inspection are subject to Department of Industrial Relations regulations including; Prevailing Wage, Overtime Premiums, Shift Differentials and Subsistence.

Cost Proposal Summary

1) BURDENED LABOR COSTS (Includes Profit)

REGULAR TIME	\$267,812
OVERTIME	\$0
PREMIUM TIME	\$0

SUBTOTAL	\$267,812
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2) SUBCONSULTANTS: Blackburn \$17,797

Sub-Consultant Markup (5%) \$890

SUBTOTAL	\$18,687
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3) MISCELLANEOUS EXPENSES

Office Supplies	8 months @ \$250/Month	\$2,000
Plan Set Printing	Allowance	\$2,500
Office Rent	No Cost	
	2150 River Plaza Drive, Suite 400	
	Sacramento, CA 95833	

Expense Markup (5%) \$225.00

SUBTOTAL	\$4,725
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TOTAL	\$ 291,224
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ORIGINAL CONTRACT	\$ 684,327
LESS INVOICED THRU 2/29/2020	\$ 471,994
CURRENT CONTRACT REMAINING	\$ 212,333

ADDITIONAL FUNDING NEEDED	\$ 78,891
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WSP STAFFING SCHEDULE
(REGULAR TIME HOURS - ENTIRE TEAM)

CONSTRUCTABILITY REVIEW & BID PRECONSTRUCTION CONSTRUCTION POSTCONSTRUCTION			YEAR:														
			2019	2020													
MONTH:			D	J	F	M	A	M	J	J	A	S	O	N	D	TOTAL HOURS	
POSITION	NAME	FIRM	1	2	3	4	5	6	7	8	9	10	11	12	13		
Project Manager	Jim Lorenzen, P.E.	WSP				3	3	3	3	3	3	3	3			24	
Resident Engineer	Mark Winter, P.E.	WSP				87	102	103	169	100	80	40	20			701	
Inspector/OE	Nathan Hamm	WSP				81	101	153	100							435	
Inspector	Steven Criley	WSP														0	
Inspector	Malcolm Peterson	WSP							48	160	120					328	
Office Engineer	Brian (Sky) Allgaier	WSP														0	
Project Administrator	Marianne Beltram	WSP				4	4	4	4	4	4	4	4			32.0	

1,520.0

**WSP LABOR COSTS
(REGULAR TIME)**

			2019			2020			2020 PW INCREASE 7/1/2020		
			TOTAL HRS	BURDENED RATE	BURDENED WAGE COST	TOTAL HRS	BURDENED RATE	BURDENED WAGE COST	TOTAL HRS	BURDENED RATE	BURDENED WAGE COST
Project Manager	Jim Lorenzen, P.E.	WSP	0.0	\$235.37	\$0	24.0	\$243.61	\$5,847			
Resident Engineer	Mark Winter, P.E.	WSP	0.0	\$175.45	\$0	701.0	\$181.59	\$127,295			
Inspector/OE	Nathan Hamm	WSP	0.0	\$173.37	\$0	435.0	\$173.37	\$75,416	0.0	\$181.38	\$0
Inspector	Steven Criley	WSP	0.0	\$164.15	\$0	0.0	\$164.15	\$0	0.0	\$172.16	\$0
Inspector	Malcolm Peterson	WSP	0.0	\$162.72	\$0	48.0	\$162.72	\$7,811	280.0	\$170.72	\$47,802
Office Engineer	Brian (Sky) Allgaier	WSP	0.0	\$127.95	\$0	0.0	\$132.43	\$0			
Project Administrator	Marianne Beltram	WSP	0.0	\$109.97	\$0	32.0	\$113.82	\$3,642			
0											
			0.0		\$0	1,240.0		\$220,010	280.0		\$47,802



March 19, 2020

Project No.: 204-14-17-56

SENT VIA: EMAIL

Mr. Chris Fong
Senior Associate Engineer
City of Woodland
300 First Street
Woodland, CA 95695

SUBJECT: Additional Work Tracking, North Regional Pond and Pump Station Project

Dear Chris:

At the request of the City of Woodland (City), West Yost Associates (West Yost) provided the following additional scope of services for the North Regional Pond and Pump Station Project (Project). We have been tracking these expenses throughout the project and we are now requesting a contract amendment for this work.

SCOPE OF WORK

Task 1. Design of Force Main and Junction Structure

The force main was required to be relocated because all previous alignments for the force main crossed a jurisdictional levee and approval for crossing the jurisdictional levee was very unlikely. The existence of the jurisdictional levee was not noted in any of the conceptual design for the Project and both the City and West Yost were unaware that the proposed outfall location was in a levee. The force main was relocated so that it would connect to an existing pipe with a discharge to the channel, and no new work in the channel or the adjacent levee would be required.

Connecting to the existing pipe required redesign of the force main alignment and design of a new junction structure. The junction structure is over 18-feet deep and, due to the location of existing pipes adjacent to the structure, a connection detail was also required to connect to the existing discharge pipe. West Yost's subconsultant, VE Solutions, provided structural design of the junction structure and prepared an additional structural design sheet in the contract drawings.

Task 1 Deliverables: Junction Structure Civil and Structural Drawings.

Task 2. Engineering Serviced During Construction

The West Yost budget for engineering services during construction shown in the scope of work in our contract is \$36,035 and was based on the following:

- Reviewing and responding to 20 mechanical and civil requests for information (RFIs)
- Reviewed and responded to 25 mechanical, civil submittals

- Attending 2 construction meetings
- Preparing 2 Design Engineer Initiated Changes (change orders)
- Preparing Record drawings

As of March 18, 2020, West Yost has performed the following services during construction.

- Reviewed and responded to 35 mechanical, civil and architectural RFIs
- Reviewed and responded to 62 mechanical, civil and architectural submittals
- Added 1 construction meeting (pre-construction meeting)
- Prepared 3 Design Engineer Initiated Changes (force main alignment as requested by the County, valve pad revisions, I-5 culvert revisions as required by actual pipe invert of existing west culvert)

The Contractor's current schedule does not show project completion until July 2020. Therefore, we project the following for the period from March to the end July for West Yost and our structural subconsultant VE Solutions.

- 22 additional RFIs
- 39 additional submittals
- 2 additional Design Engineer Initiated Changes

Therefore, this contract amendment request is based on the following:

- West Yost responding to 37 additional RFIs
- West Yost responding to 76 additional submittals
- West Yost preparing 3 additional Design Engineer Initiated Changes
- VE Solutions responding to 4 additional RFIs

Task 2 Deliverables: RFIs and submittal responses, Design Engineer Initiated Changes.

COST

The cost for the additional work is shown in Table 1.

Table 1. Additional Work Costs				
Task	Description	Subconsultant Cost with mark-up, dollars	West Yost Cost, dollars	Total Cost dollars
1	Design of Force Main Junction Structure	5,303	14,629	19,932
2	Engineering Services During Construction	4,200	80,000	84,200
Total		\$9,503	\$94,629	\$104,132

Please call or email me with questions or comments.

Sincerely,

WEST YOST ASSOCIATES



Mary L. Young, PE
Principal Engineer
RCE #39713



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.12
SUBJECT: Memorandum of Understanding between the City of Davis and the City of Woodland and Authorizing Appropriation of Funds to the Environmental Compliance Fund to Implement the Electrify Yolo Project

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving a Memorandum of Understanding (MOU) between the City of Davis and the City of Woodland and authorizing appropriation of funds to the Environmental Compliance Fund (365) to implement the Electrify Yolo Project.

Staff Contact:

Ken Loman, Environmental Sustainability Manager, (530) 661-2060, ken.loman@cityofwoodland.org

Fiscal Impact:

No fiscal impact will occur. All expenses incurred by the City for the Electrify Yolo Project will be reimbursed by the City of Davis.

Discussion:

In August 2018, Valley Clean Energy and the City of Davis, City of Woodland, and Yolo County (partner jurisdictions) submitted a joint application for the Electrify Yolo Project to the Sacramento Area Council of Governments (SACOG) under the Green Region grant program. The grant program aims to support investment in electrification of the region's transportation fleet to demonstrate technologies and our region's interest in a zero emission transportation future; showcase the region's ability to coalesce around clean transportation technology; work with other programs around land use, transportation demand management, smart cities and infrastructure, and provide equitable access for all in a cohesive and comprehensive way that helps our region achieve its air quality and greenhouse gas emission goals.

The Electrify Yolo Project supports electric vehicle (EV) infrastructure and improved multi-modal hub development in Yolo County and the cities of Davis, Winters, and Woodland. The project scope includes professional services to site, design, permit, construct, and install between 15 and 40 Level 2 EV charging stations and two to five Level 3 DC Fast Chargers in downtown areas within five miles of major freeway corridors in Yolo County, Davis, Winters, and Woodland. In December 2018, SACOG awarded a Green Region grant of \$2,912,000 to the partner jurisdictions to implement the project. The grant required recipients to commit local funds matching approximately 12% of the awarded amount. Based on the timing of the grant application process and the availability of local matching funds, the City of Woodland requested, and will receive, \$150,000. The project must be completed and all funds must be spent by December 31, 2023.

Implementation of the Electrify Yolo Project in the City of Woodland will include installation of a minimum of two Level 2 networked, publicly accessible EV charging stations on public property in Woodland with funding for an optional maintenance contract of up to five years. After this minimum requirement is met, all remaining funding will be used for additional Level 2 and/or Level 3 (DC Fast Chargers) in Woodland, which will be available to the public and/or for exclusive municipal use on public property, and may also be used to enter into a maintenance contract of up to five years. Staff anticipates that this grant will allow installation of approximately five dual Level 2 chargers in one or more locations to be determined following assessment of

possible sites. Publicly accessible EV charging stations installed for this project will allow for the flexibility to require users to pay for electricity (fuel) and to have varying fuel costs for different users and/or different lengths of time.

Fund Swap Agreement

The Green Region grant program is funded through Congestion Mitigation and Air Quality federal funds, which requires a funding match from grant recipients. However, based on SACOG's funding policies and preference to deliver funds for this project through a fund exchange, the City of Davis entered into a Fund Exchange Agreement with SACOG in February 2020 to implement the Electrify Yolo Project. The Fund Exchange Agreement resulted in a "dollar for dollar" swap of Congestion Mitigation and Air Quality funds with local City of Davis funds that had previously been allocated to their Richards/I-80 Project. Therefore, the project is now funded with local City of Davis funds and there is no longer a match requirement to receive and spend the grant funds.

MOU

With the City of Davis now acting as the fiduciary agent for the project, each partner jurisdiction will enter into an MOU with the City of Davis to recognize mutual interests and goals, and to formalize an agreement to identify roles and responsibilities for project implementation of EV infrastructure and improved multi-modal hub development. Through the MOU, the parties mutually agree to meet the requirements and minimum qualifications of the executed Fund Exchange Agreement to complete implementation of the Electrify Yolo Project by December 31, 2023.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, approving a Memorandum of Understanding (MOU) between the City of Davis and the City of Woodland and authorizing appropriation of funds to the Environmental Compliance Fund (365) to implement the Electrify Yolo Project

Prepared By: Reyna Piñon, Conservation Coordinator

Reviewed By: Ken Loman, Environmental Sustainability Manager
Brent Meyer, Acting Community Development Director / City Engineer



Ken Hiatt
Interim City Manager

Attachments:

1. Resolution
2. MOU
3. Fund Exchange Agreement

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A
MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF DAVIS AND THE CITY
OF WOODLAND AND AUTHORIZING APPROPRIATION OF FUNDS TO THE
ENVIRONMENTAL COMPLIANCE FUND TO IMPLEMENT THE ELECTRIFY YOLO
PROJECT**

WHEREAS, Yolo County, City of Davis, City of Woodland, and Valley Clean Energy jointly submitted the Electrify Yolo Project application to the Sacramento Area Council of Governments (SACOG) for the Green Region grant funding opportunity in Fall 2018 to support electric vehicle (EV) infrastructure and multi-modal hub development in Yolo County and the cities of Davis, Winters, and Woodland; and

WHEREAS, in December 2018, SACOG awarded a Green Region grant to the partner jurisdictions for the Electrify Yolo Project; and

WHEREAS, the City of Davis entered into a Fund Exchange Agreement with SACOG to implement the Electrify Yolo Project and through the Fund Exchange Agreement, the project is funded with local City of Davis funds; and

WHEREAS, the Memorandum of Understanding (MOU) between the City of Davis and the City of Woodland recognizes the Cities' mutual interests and goals and formalizes an agreement to identify roles and responsibilities for project implementation; and

WHEREAS, the Electrify Yolo Project will install a minimum of two Level 2 networked, publicly accessible EV charging stations in Woodland on public property with funding for an optional maintenance contract of up to five years; and

WHEREAS, after the minimum stations are constructed, all remaining funding will be used for additional Level 2 and/or Level 3 (DC Fast Chargers) in Woodland, which will be available to the public and/or for exclusive municipal use on public property, and may be also used to enter into a maintenance contract of up to five years; and

WHEREAS, the City of Woodland's fund share allocation from the SACOG grant is \$150,000, which must be spent by December 31, 2023; and

WHEREAS, staff wishes to appropriate \$150,000 to the Environmental Compliance Fund, which will be offset by reimbursement from the City of Davis.

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

Section 1. Approves the MOU between the City of Davis and the City of Woodland to implement the Electrify Yolo Project; and

Section 2. Authorizes the appropriation of \$150,000 to the Environmental Compliance Fund (365).

PASSED AND ADOPTED by the City Council this 21st day of July 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

MEMORANDUM OF UNDERSTANDING

Between City of Davis and City of Woodland

This Memorandum of Understanding ("MOU") is entered into by the City of Davis ("Davis") and the City of Woodland ("Woodland"), together known as the "Parties", in order to implement electric vehicle ("EV") infrastructure identified in the "Electrify Yolo Project" ("Project"). The Project is funded with local Davis funds through a Fund Exchange Agreement between Davis and the Sacramento Area Council of Governments ("SACOG"). This MOU is effective as of the date of the last signature below.

I. RECITALS

- A. **Whereas**, the Parties were partner jurisdictions in a jointly submitted "Electrify Yolo Project" application to the SACOG Green Region grant funding opportunity in the Fall 2018, with Valley Clean Energy Alliance (VCE) and Davis identified as Project Applicants. The Project supports EV infrastructure and improved multi-modal hub development in Yolo County and the cities of Davis, Winters, and Woodland. Other implementing Project partner jurisdictions include VCE and Yolo County; and
- B. **Whereas**, in December 2018, the Parties were notified that they were awarded a \$2,912,000 grant in federal funds, with a match requirement of 11.47%, for a total Project cost of \$3,289,000; and
- C. **Whereas**, based on SACOG funding policies and preference to deliver funds through a Fund Exchange Agreement to a qualified Applicant, and understanding the opportunity to expedite project implementation by simplifying/eliminating certain federal funding requirements including 1) eliminating National Environmental Protection Agency (NEPA) requirements and 2) eliminating the 11.47% match requirement, the Parties agreed that Davis will execute the requested Fund Exchange Agreement with SACOG, and will be the fiduciary agent for the Project, now at a total Project cost of \$2,912,000; and
- D. **Whereas**, on January 28, 2020, Davis City Council authorized the Davis City Manager to 1) sign the SACOG/Davis Fund Exchange Agreement, which exchanges \$2,912,000 federal funding in the Metropolitan Transportation Improvement Program from the Electrify Yolo Project Green Region grant award into the City of Davis Richards/I-80 Interchange Project, and to replace an equal \$2,912,000 in local funds for the Project, 2) prepare and execute a Budget Adjustment in Fiscal Year 2019-20 to provide \$2,912,000 in local funds for Project implementation, and 3) prepare and execute MOUs between Davis and each Project partner jurisdiction; and
- E. **Whereas**, the Parties enter into this MOU to recognize their mutual interests and goals, and to formalize an agreement to identify roles and responsibilities for Project implementation of EV infrastructure and improved multi-modal hub development.

Accordingly, the Parties hereby agree as follows:

II. STATEMENT OF SHARED GOALS AND PRINCIPLES

- A. The Parties recognize that the implementation of EV charging infrastructure is a shared goal. The Parties desire to provide networked EV charging which is either publicly accessible and/or for county/municipal use on public property.
- B. The Parties desire to establish regular communication channels and meet and share information in an effort to jointly implement county-wide networked EV charging, based on the Fund Exchange Agreement with SACOG and among all regional Project jurisdictions.
- C. The Parties agree to meet the requirements and minimum qualifications of the executed Fund Exchange Agreement (**Attachment A**), dated December 18, 2019, and as noted herein, including completion of the Project by December 31st, 2023. To the extent any provision of this MOU conflicts with the terms of the Fund Exchange Agreement, the terms of the Fund Exchange Agreement shall be controlling.

III. AGREEMENTS FOR PROJECT IMPLEMENTATION

A. Definitions

- 1. 'Networked' EV Chargers for this Project shall mean:
 - a. Network capable, with ability for agency to engage in two-way communication via internet or cell phone;
 - b. Demand response capable;
 - c. Flexibility for agency to require users to pay for electricity (fuel), and to have varying fuel costs for different users and/or different lengths of time (e.g. for agency employees vs. the public; free for the first hour, then charged at increasing rates for subsequent hours; or other);
 - d. Providing agency with ability to push software upgrades through the communication channel; and
 - e. Providing agency with ability to collect use data and/or maintenance/operational data.
- 2. 'Publicly accessible' EV Chargers for this Project shall mean available for public use at a minimum of six hours per day (e.g. 9am to 3pm), for a minimum of five days/week, with the goal of providing maximum time of public use. Placing chargers within fenced county/municipal properties such as libraries, county/municipal offices or other locations is acceptable as long as the minimally available hours noted here are provided.

3. 'Public property' for this Project shall mean property owned by Woodland, Yolo County and/or other incorporated cities within Yolo County.

B. Minimum Implementation Requirements:

The Parties agree to the following Project minimum implementation requirements:

1. All project funding provided to Woodland will be expended exclusively for the installation of EV charging infrastructure in Woodland, and all work and installations will be completed by or before December 31st, 2023.
2. Woodland agrees to complete all Project implementation and fund expenditures using its approved agency procurement/purchasing policies, and contract bidding/award process to install and maintain EV charging infrastructure, in accordance with their own local requirements and in compliance with all applicable state or federal laws and regulations, including but not limited to payment of prevailing wages. Woodland shall require all contractors to obtain adequate insurance to cover any risks associated with the construction and operation of such infrastructure.
3. Woodland will provide copies of paid invoices to Davis on a minimum of a quarterly basis (starting three months from the effective date of this MOU), or as completed, as proof of completion of EV charging infrastructure expenses, including consultant and contractor services for site selection, design, permitting, construction document completion, any required environmental review, installation and maintenance of EV charging infrastructure.
4. Woodland will provide annual reporting on progress, including photos as appropriate, to Davis no later than May 30 of each year of project implementation, starting on May 30, 2020, and continuing while the project is active and until Woodland has satisfactorily performed all of its obligations hereunder, including completion of all required EV charger installations and has provided unconditional releases from all contractors performing work for Woodland pursuant to this MOU.
5. Upon total Project implementation, and no later than October 31st, 2023, Woodland will submit a final report with photographs of the physical construction, including any relevant documentation needed to demonstrate full project delivery. Woodland acknowledges that failure to perform on or deliver the required Project as per this MOU may be considered by Davis as a disqualifying factor for future funding collaboration with Davis, and/or as a disqualifying or discounting factor for existing or future projects proposed through SACOG's competitive funding programs. If Woodland fails to timely complete the work and expend the MOU funds identified in

Section III(C) below by such time, it shall return any unspent funds to Davis or enter into an agreement with Davis to provide for the expenditure of such funds.

6. Woodland will install a minimum of the following:
Two (2) Level 2 networked, publicly accessible EV Charging stations in Woodland on public property, with funding for an optional maintenance contract of up to five years. If MOU funds remain after the minimum stations are constructed, Woodland agrees that all remaining funding will be used for additional Level 2 and/or Level 3 (DC Fast Chargers) in Woodland, either available to the public and/or for exclusive county/municipal use on public property. Such facilities shall be adequately maintained, and Woodland may also use MOU funds to enter into a maintenance contract of up to five years.
7. Woodland will submit to Davis, within one week of the execution of this MOU, a letter on agency letterhead, signed by City Manager or City Council (as applicable), indicating the names and positions of those authorized to submit reports and request funds.
8. Additionally, Davis will be responsible for implementing remaining Fund Exchange Agreement requirements, including completing minimum remaining quantities of networked, publicly accessible Level 2 and Level 3 (DC Fast Chargers) in City of Davis locations on public property, purchase of mobile solar chargers, and purchase/lease of EVs for implementation of an electric microtransit pilot in Davis.
9. Additionally, Davis will submit progress reports by email to SACOG no less than annually on July 1st of each year the overall project is active, on behalf of the Electrify Yolo Project. Davis will submit a final report of the full Project to SACOG by email, with photographs of the physical construction, including any relevant documentation needed to demonstrate full Project delivery, no later than December 31st, 2023.

C. Funding Allocation of Total Project Award

1. Parties agree to the following Project fund share allocation to Woodland from the \$2,912,000 SACOG grant total: \$150,000 for implementation of minimum requirements above.
2. Parties agree that Davis will act as Project fiduciary agent, and will distribute funds to Woodland as follows:
 - a. Following provision to Davis of Woodland City Council signed Resolution and Budget Adjustment documentation, Davis will provide 85% of fund share

allocation to Woodland for implementation of Project minimum requirements above.

- b. Following provision of Woodland final report as noted above, along with an invoice for remaining 15%, Davis will reimburse the final 15% installment.

D. Overall Organization and Coordination among Parties

1. Agency representatives: Each Party will identify one (1) responsible representative and one (1) alternate as Project Representatives who will attend meetings, provide progress reports and coordinate with the other Party as necessary in a timely manner. These individuals will be named in the Agency letter described in III.B.6 of this MOU.
2. Meetings: During the first year after the effective date of this MOU and/or during the Project implementation, the Party Representatives shall meet in person at least quarterly, and/or as necessary to implement the Project, discuss their mutual opportunities and how to best leverage partner resources; identify challenges or areas of concern and identify potential solutions; and explore additional funding or resources for further EV charging infrastructure and improved multi-modal hub development.

IV. GENERAL PROVISIONS

- A. The Parties intend and agree that this MOU, and each and every provision thereof, shall be binding and enforceable upon the Parties according to the terms and provisions specified herein.
- B. This MOU constitutes the entire agreement between the Parties as to the matters referred to herein. Any other terms, promises, provisions, obligations or agreements by or between the Parties shall be enforceable only as set forth in any other applicable written agreement.
- C. Woodland shall indemnify, defend and hold harmless Davis, its officers, employees and agents from any and all claims, demands, causes of action, losses, damages, costs and expenses of any kind arising from its acts or omissions under this MOU, including but not limited to any damage caused by Woodland or its contractors to the property of Davis. Davis shall indemnify, defend and hold harmless Woodland, its directors, officers, employees and agents from any all claims, demands, causes of action, losses, damages, costs and expenses of any kind arising from its acts or omissions under this MOU, including but not limited to any damage caused by Davis to the property of Woodland.

- D. Public Records Act - Upon its execution, this MOU (including all exhibits and attachments) shall be subject to disclosure pursuant to the California Public Records Act.
- E. Applicable Laws - This MOU shall be deemed to be executed within the State of California and construed in accordance with and governed by the laws of the State of California. Any action or proceeding arising out of this MOU shall be filed and resolved in a California State court located in Yolo County, California. After consultation with the undersigned counsel, each party to this MOU represents and warrants that it is authorized and has the capacity to enter into this MOU, and that each signatory to this MOU on its behalf is authorized and has the capacity to sign this MOU on its behalf.
- F. Except to the extent other remedies for default under this MOU are otherwise specified herein, the Parties' obligations under this MOU shall be specifically enforceable, and any non-defaulting party may bring an action for specific performance or any other appropriate relief in the Superior Court for Yolo County. This MOU is not intended, nor shall it, create any right or remedy in any third party.
- G. This MOU may be executed in multiple counterparts and signatures exchanged by facsimile or electronically, each of which shall be deemed to be an original document, and all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the last day and month provided below:

Memorandum of Understanding
Between City of Davis and City of Woodland to
Implement Electric Vehicle Infrastructure
July 2020

Dated: _____

CITY OF DAVIS

Mike Webb, City Manager

Approved as to form:

Inder Khalsa, City Attorney

Dated: _____

CITY OF WOODLAND

Ken Hiatt, Interim City Manager

Approved as to form:

Kara Ueda, City Attorney

Attachment A:
SACOG/City of Davis Fund Exchange Agreement



1415 L Street,
Suite 300
Sacramento, CA
95814

916.321.9000
sacog.org

December 18, 2019

Mike Webb, City Manager
City of Davis
23 Russell Boulevard
Davis, CA 95616

Re: "Electrify Yolo" Green Region Project Fund Exchange

Dear Mr. Webb:

This letter confirms the agreement between the City of Davis (City) and the Sacramento Area Council of Governments (SACOG) for a fund exchange transfer between SACOG and City projects to expedite the development of the Electrify Yolo Project. This project was submitted to the SACOG Green Region grant program by Valley Clean Energy and City of Davis, representing three regional partner agencies—Yolo County, City of Davis and City of Woodland.

Background

In December 2018, the SACOG Board of Directors authorized the award of a Green Region grant in the amount of \$2,912,000 to Valley Clean Energy and City of Davis, representing the regional "Electrify Yolo" Project. The Electrify Yolo Project supports electric vehicle infrastructure and improved multi-modal hub development in Yolo County, the City of Davis and City of Woodland. SACOG and the City are committed to implementing the Electrify Yolo Project (YOL19448) in accordance with the terms of the Green Region grant. Suitable local projects and associated local funds have been identified for the fund transfer (from YOL17140, I-80/Richards), such that sufficient local funds are allocated to implement both the Electrify Yolo Project and previous SACOG supported City projects. Funds proposed for an exchange transfer total \$2,912,000.

On January 16, 2019, SACOG, City of Davis and Valley Clean Energy staff discussed the Electrify Yolo Project, which includes the installation of electric vehicle chargers, including Level 2 chargers, DC Fast chargers, and mobile chargers in Davis, Woodland and Yolo County, and the implementation of an electric microtransit pilot in Davis. City staff agreed to work through a contractor Request for Proposals (RFP) process and award the contract using City local funding, per City procurement policies and fund eligibility policies.

Agreement

The City and SACOG now agree that SACOG will program the following in the Metropolitan Transportation Improvement Program: \$2,912,000 in Congestion Mitigation and Air Quality funds (CMAQ) from the Electrify Yolo Project (YOL19448) Green Region grant award to replace an equal \$2,912,000 in local funds into the Richards/I-80 Project (YOL17140). The City and SACOG agree that this exchange will

Auburn
Citrus Heights
Colfax
Davis
El Dorado County
Elk Grove
Folsom
Galt
Isleton
Lincoln
Live Oak
Loomis
Marysville
Placer County
Placerville
Rancho Cordova
Rocklin
Roseville
Sacramento
Sacramento County
Sutter County
West Sacramento
Wheatland
Winters
Woodland
Yolo County
Yuba City
Yuba County

have no net impact for funding implementation for either project. In other words, this is a "dollar for dollar" swap.

SACOG agrees to complete this amendment to the Metropolitan Transportation Improvement Plan by or before January 8, 2020. The City agrees that local funds committed to the projects and funding amounts listed will be reallocated to support and implement the scope of the Electrify Yolo Project.

The Electrify Yolo Project scope includes professional services to site, design, permit, construct, and install between 15 to 40 Level 2 Chargers and 2 to 5 DC Fast Chargers in downtown areas within ½ to 5 miles of major freeway corridors in Yolo County, Davis, and Woodland locations. The Electrify Yolo Project will also fund purchase of 2 to 10 Mobile Chargers of the type similar to "EV ARC" solar standalone charging stations. Additionally, the Electrify Yolo Project will fund an Electric Shuttle Pilot Project in Davis, with purchase or lease of one or more electric vehicles to transport 8 or more people.

The City agrees to submit project status updates to SACOG by email no less than annually on July 1st of each year the project is active. The City agrees that the Electrify Yolo Project will be completed by December 31st, 2023. Upon completion, the City agrees to submit a final report with photographs of the physical construction, including any relevant documentation needed to demonstrate full project delivery. The City acknowledges that failure to perform on or deliver the Electrify Yolo Project may be considered by SACOG as a disqualifying or discounting factor for existing or future projects proposed through SACOG's competitive funding programs.

Sincerely,



José Luis Cáceres

MTIP and Project Delivery Team Manager, SACOG

I, the undersigned, concur with the terms stipulated in the above letter.



Mike Webb
City Manager, City of Davis



Date



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.13
SUBJECT: California Department of Resources Recycling and Recovery
(CalRecycle) Payment Program Applications

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing staff to submit applications to the California Department of Resources Recycling and Recovery (CalRecycle) for any payment programs for which the City is eligible and authorizing the Director or Deputy Director of Community Development, or his/her designee, to execute CalRecycle grant or payment program documents on behalf of the City.

Staff Contact:

Rosie Ledesma, Environmental Resource Analyst, (530) 661-2059, rosie.ledesma@cityofwoodland.org

Fiscal Impact:

There is no cost associated with the action. Any grant monies acquired from CalRecycle would be used to augment Solid Waste and Recycling budgets and programs.

Background:

CalRecycle payment program procedures require that an applicant's governing body declare by resolution: (1) authorization for submittal of an application for all CalRecycle payment programs for which the applicant is eligible; (2) designation of the job title of the person authorized as the signature authority; and (3) the period during which the authorization is valid. CalRecycle encourages governing bodies to provide authorizations until rescinded by the signature authority or governing body.

Discussion:

Environmental Services staff intends to apply for FY21 payment program funding to support City efforts to expand educational outreach and assistance of waste reduction, recycling and proper hazardous waste disposal. Staff anticipates applying for funding for similar purposes in future payment program cycles.

The Environmental Services division has moved from the Public Works Department to the Community Services Department effective July 1, 2020. Accordingly, staff requests to change the designation from the Director of Public Works to the Director or Deputy Director of Community Development as signature authority, authorizing the Director or Deputy Director of Community Development, or his/her designee, to execute all necessary forms on behalf of the City of Woodland.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing staff to submit applications to the California Department of Resources Recycling and Recovery (CalRecycle) for any payment programs for which the City is eligible and authorizing the Director or Deputy Director of Community Development, or his/her designee, to execute CalRecycle grant or payment program documents on behalf of the City.

Prepared by: Rosie Ledesma, Environmental Resource Analyst

Reviewed by: Brent Meyer, Acting Community Development Director/ City Engineer



Ken Hiatt
Interim City Manager

Attachments:

1. Resolution

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT PROGRAMS AND RELATED AUTHORIZATIONS TO THE DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY (CALRECYCLE)

WHEREAS, pursuant to Public Resources Code sections 48000 et seq., 14581, and 42023.1(g), the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

WHEREAS, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

NOW, THEREFORE, BE IT RESOLVED that the City of Woodland is authorized to submit an application to CalRecycle for any and all payment programs offered; and

BE IT FURTHER RESOLVED that the Director or the Deputy Director of Community Development, or his/her designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment; and

BE IT FURTHER RESOLVED that this authorization is effective until rescinded by the Signature Authority or this governing body.

PASSED AND ADOPTED by the City Council this 21st day of July 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA: City Council Regular Meeting

DATE: July 21, 2020

ITEM #: I.14

SUBJECT: Final Acceptance and Notice of Completion for the Spring Lake Specific Plan Backbone Infrastructure Projects Entitled Parkland/Pioneer Avenue Widening Improvements, Hunt Street Improvements, and Gateway Monuments at Parkland/Pioneer Avenue.

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, accepting the public improvements associated with Spring Lake Specific Plan Improvement Plan Sets listed below, completed by Woodland Parcel Four, L.P., a California Limited Partnership, as complete and authorize the City Clerk to file a Notice of Completion 1) Parkland/Pioneer Avenue Widening Improvements (Heritage Parkway to Farmers Central Road) – Civil & Landscape Improvements; and 2) Hunt Street Improvements (Diggs Street to Heritage Parkway) – Civil & Landscape Improvements; and 3) Gateway Monuments at Parkland/Pioneer Avenue – Landscape Improvements

Staff Contact

Ed Wisniewski, Senior Civil Engineer - (530) 661-5975; ed.wisniewski@cityofwoodland.org

Fiscal Impact

There is no impact to the City budget other than future operation and maintenance costs. All infrastructure improvements were paid for by the developer and SLSP owners overall. The developer participates in all funding mechanisms for backbone infrastructure construction including the bond district and the Spring Lake Infrastructure Fee program. The owners participate in the Spring Lake Landscape & Lighting District as well as a Community Facilities District for operation and maintenance of the Community Center & Sports Park. The SLSP Fiscal Impact Study (November 2002) analyzed overall impacts of the SLSP area and predicted a fiscal surplus at build-out.

The Governmental Accounting Standards Board Statement 34 (GASB 34) requires state and local governments to include valuation and depreciation information on public infrastructure assets (excludes landscaping) for accounting purposes and financial reports. The total cost of public infrastructure in the GASB34 categories that the City will acquire with these improvements is shown below.

Est. GASB34 category	Pioneer/Parkland Widening	Hunt Street Improvements
Road	\$2,144,277	\$565,869
Water	\$141,335	\$96,065
Sewer	\$5,550	\$76,775
Storm Drain	\$136,774	\$51,012

Background

The City and Reynen & Bardis Communities entered into a Development Agreement on March 6, 2007. Woodland Spring Lake Partners, L.P. subsequently became the successor to Reynen & Bardis Communities. The City and Woodland Spring Lake Partners, L.P. entered into the First Amendment to the Development

Agreement on May 19, 2015. The Development Agreement and the First Amendment, include the approval of Tentative Map (TM) 5027, commonly referred to as Spring Lake Central, which allowed the development of approximately 379 lots.

The five phased single-family subdivisions identified in TM 5027 require a significant amount of backbone infrastructure public improvement. These improvements include Pioneer Avenue widening, Parkland Avenue widening, construction of Hunt Street and a portion of Heritage Parkway, and associated underground/surface utilities and landscaping.

The table below lists the individual project plan sets with their associated approval date and construction begin/end dates.

Name (From Plan Set Cover Sheet)	Discipline	Approval Date	Construction Dates	
			Begin	End
1 Parkland/Pioneer Avenue Widening Improvements (Heritage Parkway to Farmers Central Road)	Civil	6/5/2018	July 2018	July 10, 2020
2 Parkland/Pioneer Avenue Widening Improvements (Heritage Parkway to Farmers Central Road)	Landscape	6/5/2018	Oct. 2019	July 10, 2020
3 Hunt Street Improvements (Diggs Street to Heritage Parkway)	Civil	6/27/2018	July 2018	July 10, 2020
4 Hunt Street Improvements (Diggs Street to Heritage Parkway)	Landscape	6/27/2018	Nov 2019	July 10, 2020
5 Gateway Monuments at Parkland/Pioneer Avenue	Landscape	10/18/2018	Nov 2019	July 10, 2020

Discussion

As of July 10, 2020, Woodland Parcel Four, L.P., has completed the infrastructure improvements to the satisfaction of the City Engineer, the Public Works and Community Development Departments. The work was designed to City Standard Specifications and the improvements were inspected by the City during construction. Following Council acceptance, the City Clerk will file a Notice of Completion for the completed items initiating release of the developer's performance and payment securities for these improvements. The developer has provided a warranty security to correct any defects identified during the warranty timeframe of one year following the filing of the Notice of Completion.

Conclusion

Staff recommends that the City Council approve Resolution No. _____, accepting the public improvements associated with Spring Lake Specific Plan Improvement Plan Sets listed above, completed by Woodland Parcel Four, L.P., a California Limited Partnership, as complete and authorize the City Clerk to file a Notice of Completion 1) Parkland/Pioneer Avenue Widening Improvements (Heritage Parkway to Farmers Central Road) – Civil & Landscape Improvements; and 2) Hunt Street Improvements (Diggs Street to Heritage Parkway) – Civil & Landscape Improvements; and 3) Gateway Monuments at Parkland/Pioneer Avenue – Landscape Improvements

Prepared by: Ed Wisniewski, Associate Civil Engineer

Reviewed by: Brent Meyer, Acting Community Development Director/ City Engineer

A handwritten signature in black ink, appearing to read 'Ken Hiatt', with a long horizontal flourish extending to the right.

Ken Hiatt
Interim City Manager

Attachments:

1. Resolution
2. Location Map

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
ACCEPTING PUBLIC IMPROVEMENTS FOR SPRING LAKE SPECIFIC PLAN
BACKBONE INFRASTRUCTURE PROJECTS ENTITLED PARKLAND/PIONEER
AVENUE WIDENING IMPROVEMENTS, HUNT STREET IMPROVEMENTS, AND
GATEWAY MONUMENTS AT PARKLAND/PIONEER AVENUE**

WHEREAS, on May 19, 2015, the City Council approved Tentative Map No. 5027 “Spring Lake Central” and Development Agreement; and

WHEREAS, Woodland Parcel Four L.P. entered into agreements to construct over \$8 million in backbone improvements to support subdivisions identified in Tentative Map 5027; and

WHEREAS, over \$6 million of the backbone improvements are included in the SLIF Capital Improvement Program; and

WHEREAS, on June 5, 2018, the City Engineer approved the civil and landscape improvement plans for Parkland/Pioneer Avenue Widening Improvements (Heritage Parkway to Farmers Central Road); and

WHEREAS, on June 27, 2018, the City Engineer approved the civil and landscape improvement plans for Hunt Street Improvements (Diggs Street to Heritage Parkway); and

WHEREAS, on October 18, 2018, the City Engineer approved the landscape improvement plans for Gateway Monuments at Parkland/Pioneer Avenue; and

WHEREAS, as of July 10, 2020, Woodland Parcel Four L.P., a California Limited Partnership, has completed the Improvements; and

WHEREAS, the Subdivision Map Act and the Woodland Municipal Code require the City to accept public improvements which have been completed; and

WHEREAS, Woodland Parcel Four L.P. has requested that the City accept those Improvements that have been completed;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

Section 1. The City Council hereby accepts those Improvements constructed as shown on the improvement plans entitled (associated cover sheet attached hereto), “Civil Improvement Plans for Parkland/Pioneer Avenue Widening Improvements – Heritage Parkway to Farmers Central Road” and “Landscape Improvement Plans for Parkland/Pioneer Avenue Widening Improvements – Heritage Parkway to Farmers Central Road” and approved by the City Engineer June 5, 2018.

Section 2. The City Council hereby accepts those Improvements constructed as shown on the improvement plans entitled (associated cover sheet attached hereto), “Civil Improvement Plans for Hunt Street Improvements – Diggs Street to Heritage Parkway” and “Landscape Improvement Plans for Hunt Street Improvements – Diggs Street to Heritage Parkway” and approved by the City Engineer June 27, 2018.

Section 3. The City Council hereby accepts those Improvements constructed as shown on the improvement plans entitled (associated cover sheet attached hereto), “Landscape Improvement Plans for Gateway Monuments at Parkland/Pioneer Avenue” and approved by the City Engineer October 18, 2018.

Section 4. The City Council hereby authorizes the City Clerk to file the Notice of Completion and release the developer’s securities held for the completion of public improvements associated with the Parkland/Pioneer Avenue Widening Improvements – Heritage to Farmers Central Road (Civil & Landscape), the Hunt Street Improvements – Diggs Street to Heritage Parkway (Civil & Landscape), and the Gateway Monuments at Parkland/Pioneer Avenue (Landscape).

Section 5. Through adoption of this resolution, the City of Woodland does not waive any of its rights, or obligations of Woodland Parcel Four L.P., a California Limited Partnership, or any other entity, under the conditions of approval for the Map, any associated development agreement, reimbursement agreement, participation agreement, or under any other document, ordinance or applicable law.

Section 6. The adoption of this resolution shall not be deemed to cure any breach by Woodland Parcel Four L.P., a California Limited Partnership, or any other entity of its obligations under the Map or any other document, ordinance, or applicable law.

PASSED AND ADOPTED this 21st day of July 2020, by the following vote:

AYES:

NOES:

ABSENT:

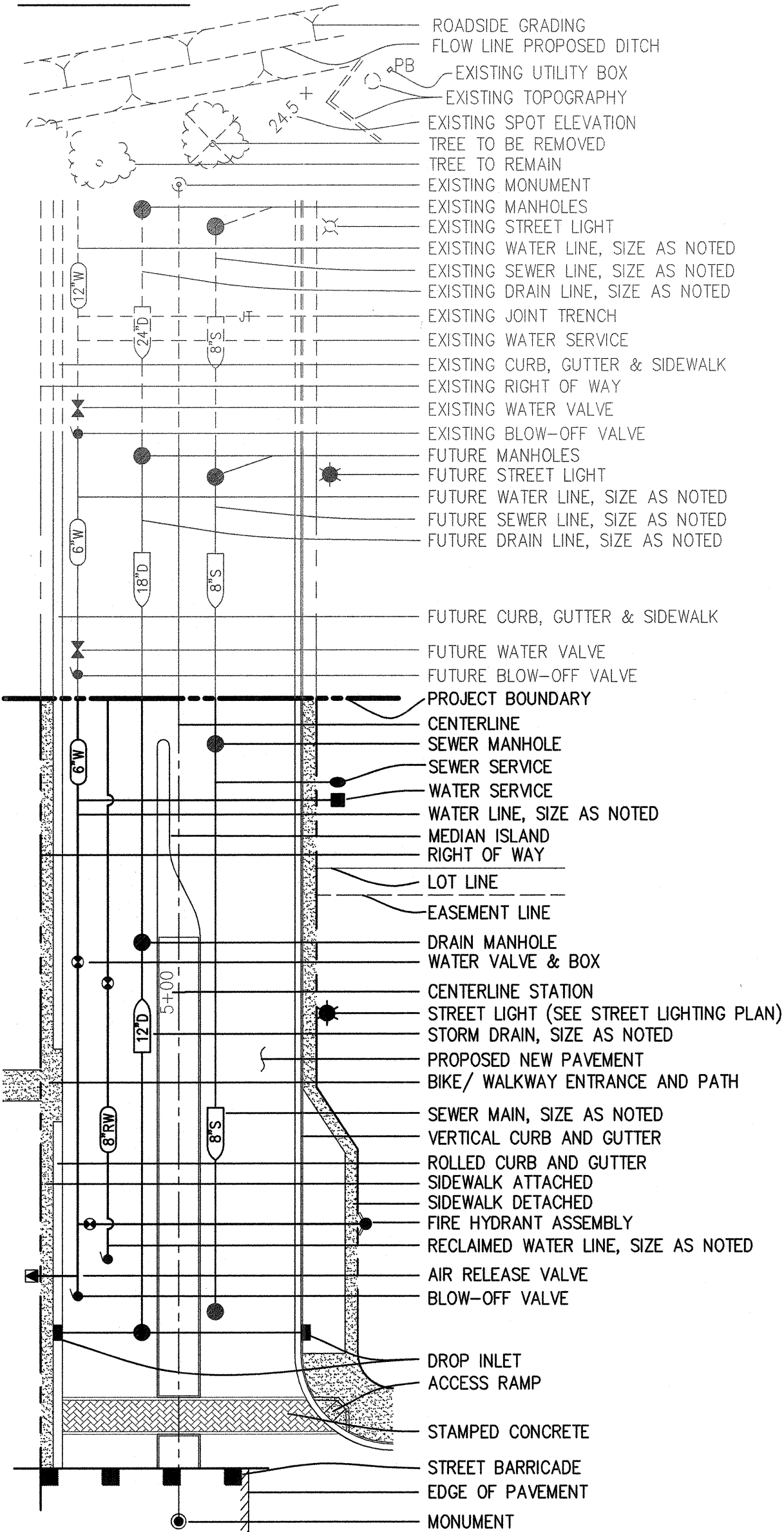
ABSTAIN:

Rich Lansburg, Mayor

ATTEST:

Ana Gonzalez, City Clerk

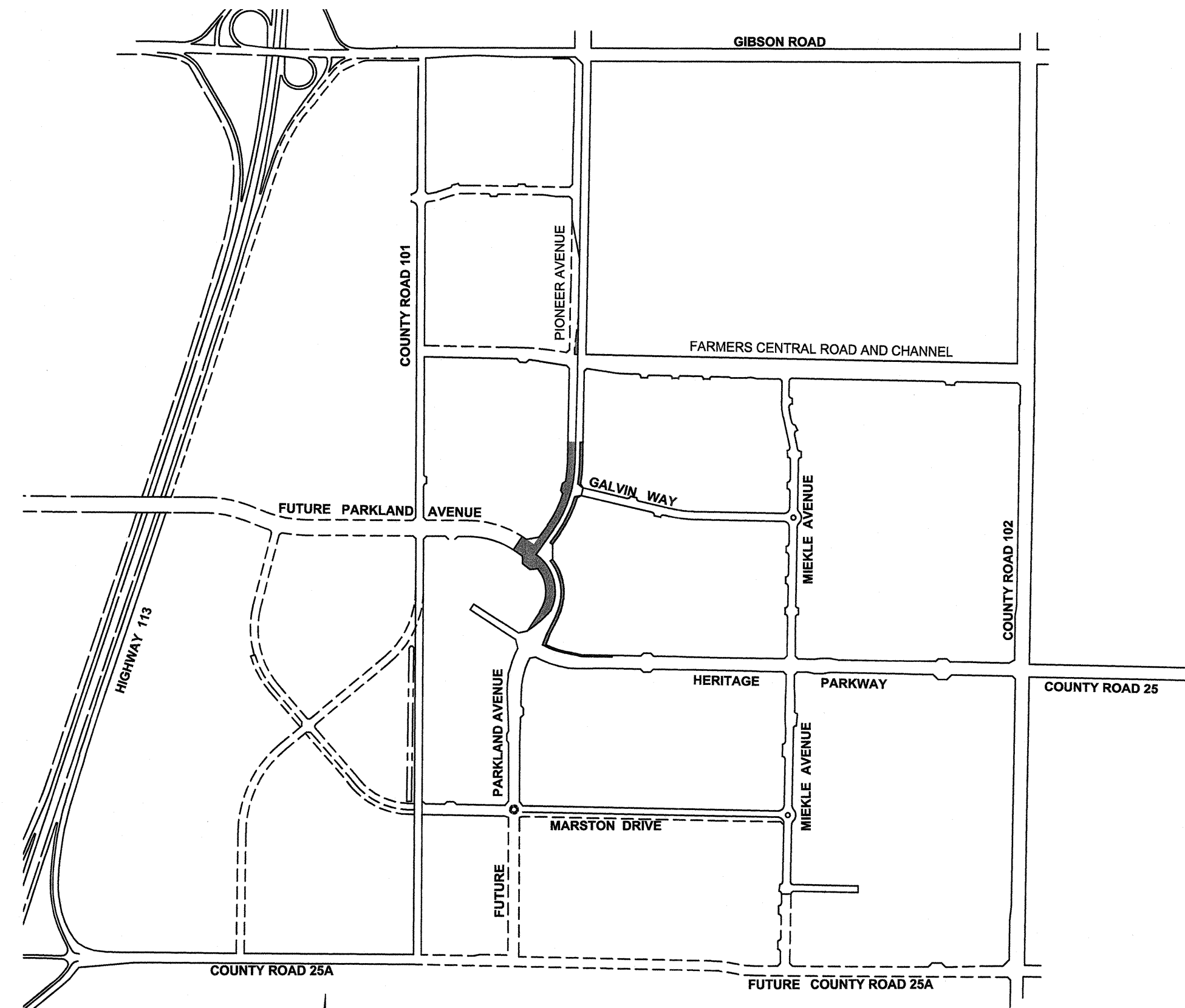
LEGEND



CIVIL IMPROVEMENT PLANS SPRING LAKE SPECIFIC PLAN PARKLAND / PIONEER AVENUE WIDENING IMPROVEMENTS HERITAGE PARKWAY TO FARMERS CENTRAL ROAD

CITY OF WOODLAND, YOLO COUNTY
CALIFORNIA

FEBRUARY 2018



LOCATION MAP

1000 500 0 1000 2000

SCALE: 1" = 1000'

UTILITY REPRESENTATIVES

UTILITY	REPRESENTATIVES	PHONE
U.S.A.		1-800-227-2600
GAS	P.G.&E.	CRYSTALE ALESSIO-MEDRANO 916-661-5668
ELECTRICITY	P.G.&E.	CRYSTALE ALESSIO-MEDRANO 916-661-5668
TELEPHONE	AT&T	BOB KEATING 707-258-3779
WATER	CITY	PUBLIC WORKS DEPT. 530-661-5962
SEWER	CITY	PUBLIC WORKS DEPT. 530-661-5962
DRAINAGE	CITY	PUBLIC WORKS DEPT. 530-661-5962
T.V. CABLE	WAVE BROADBAND	EVELYN CORTEZ 916-672-6817

DRAWING STATUS:

- 3RD REVIEW SUBMITTAL - OCTOBER 2017
NOT FOR CONSTRUCTION
- PERMIT SET

SHEET INDEX

- T-1 TITLE SHEET
- T-2 GENERAL NOTES
- T-3 CONTROL SHEET
- X-1 CROSS SECTIONS
- X-2 CROSS SECTIONS
- D-1 DETAILS
- D-2 DETAILS
- R-1 HERITAGE PARKWAY STREET IMPROVEMENTS
- R-2 PARKLAND AVENUE STREET IMPROVEMENTS
- R-3 PIONEER AVENUE STREET IMPROVEMENTS
- R-4 PIONEER AVENUE STREET IMPROVEMENTS
- R-5 PIONEER AVENUE TRANSITION AND GALVIN WAY STREET IMPROVEMENTS
- U-1 PARKLAND AVENUE UTILITY IMPROVEMENTS
- U-2 PIONEER AVENUE UTILITY IMPROVEMENTS
- U-3 PIONEER AVENUE UTILITY IMPROVEMENTS
- U-4 PIONEER AVENUE TRANSITION AND GALVIN WAY UTILITY IMPROVEMENTS
- SS-1 PARKLAND AVENUE SIGNAGE AND STRIPING REMOVAL
- SS-2 PIONEER AVENUE SIGNAGE AND STRIPING REMOVAL
- SS-3 PARKLAND AVENUE SIGNAGE AND STRIPING
- SS-4 PIONEER AVENUE SIGNAGE AND STRIPING
- EC-1 PARKLAND AVENUE EROSION CONTROL
- EC-2 PIONEER AVENUE EROSION CONTROL
- E-1 ELECTRICAL
- E-2 ELECTRICAL
- E-3 ELECTRICAL
- E-4 ELECTRICAL
- E-5 ELECTRICAL
- E-6 ELECTRICAL

LANDSCAPE AND DRY UTILITY COMPOSITE PLANS UNDER SEPARATE COVER

OWNER:

R&B 77, LLC
10630 MATHER BLVD.
SACRAMENTO, CA 95665
(916) 313-3066

CIVIL ENGINEER:

CUNNINGHAM ENGINEERING
2940 SPAFFORD STREET, SUITE 200
DAVIS, CALIFORNIA 95618
(530) 758-2026

SOILS ENGINEER:

GEOCON CONSULTANTS, INC.
3160 GOLD VALLEY DRIVE
RANCHO CORDOVA, CALIFORNIA 95742
(916) 852-9118

LANDSCAPE ARCHITECT:

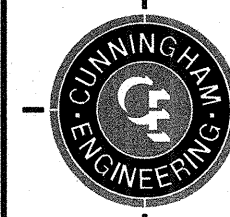
CUNNINGHAM ENGINEERING CORPORATION
2940 SPAFFORD STREET
DAVIS, CALIFORNIA 95618
(530) 758-2026

SURVEYOR:

MORROW SURVEYING
1255 STARBOARD DRIVE
WEST SACRAMENTO, CALIFORNIA 95691
(916) 372-8124

DRY UTILITY DESIGN:

LUPTON EXCAVATION, INC.
8467 FLORIN ROAD
SACRAMENTO, CA 95828
(916) 387-1104



CECWEST.COM
Project Planning • Civil Engineering • Landscape Architecture
Sacramento Office
2120 20th Street, Suite Three
Sacramento, CA 95816
(916) 455-2028
Davis Office
2940 Spafford Street, Suite 200
Davis, CA 95618
(530) 758-2026

PARKLAND/PIONEER AVENUE WIDENING IMPROVEMENTS HERITAGE PARKWAY TO FARMERS CENTRAL ROAD TITLE SHEET

BENCH MARK #1: CITY OF WOODLAND CONTROL MONUMENT P-22. 1-1/2" BRASS DISC IN MONUMENT WELL STAMPED "CITY OF WOODLAND GPS SURVEY MONUMENT P-22" AT INTERSECTION OF E. GIBSON ROAD AND HARRY LORENZO AVENUE. EL: 48.715.
BENCH MARK #2: CITY OF WOODLAND GEODETIC CONTROL MONUMENT P-24R1. BRASS CAP IN MONUMENT WELL STAMPED LS 5181 AT INTERSECTION OF FARMERS CENTRAL ROAD AND HARRY LORENZO AVENUE. EL: 50.644.

CITY OF WOODLAND

APPROVED BY:
Brent Meyer
BRENT MEYER, CITY ENGINEER
DATE: 5/5/2018

PROJECT ENGINEER'S SIGNATURE
BY: *Steven J. Greenfield*
STEVEN J. GREENFIELD
DATE: 5/23/18 P.E. C50880

SCALE:
HORIZ. AS SHOWN VERT. N/A

DATE: FEBRUARY 2018

DESIGNED BY KM

DRAWN BY KM

REVIEWED BY SG

FILE: 1257.00-15

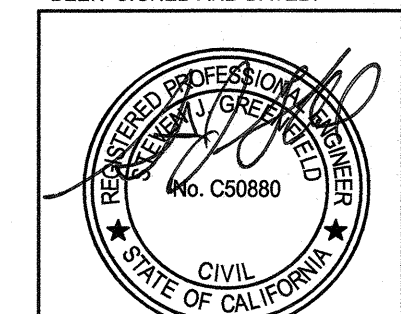
REVISIONS

NO.	DESCRIPTION	BY	DATE
		APPR.	DATE

SHEET NUMBER

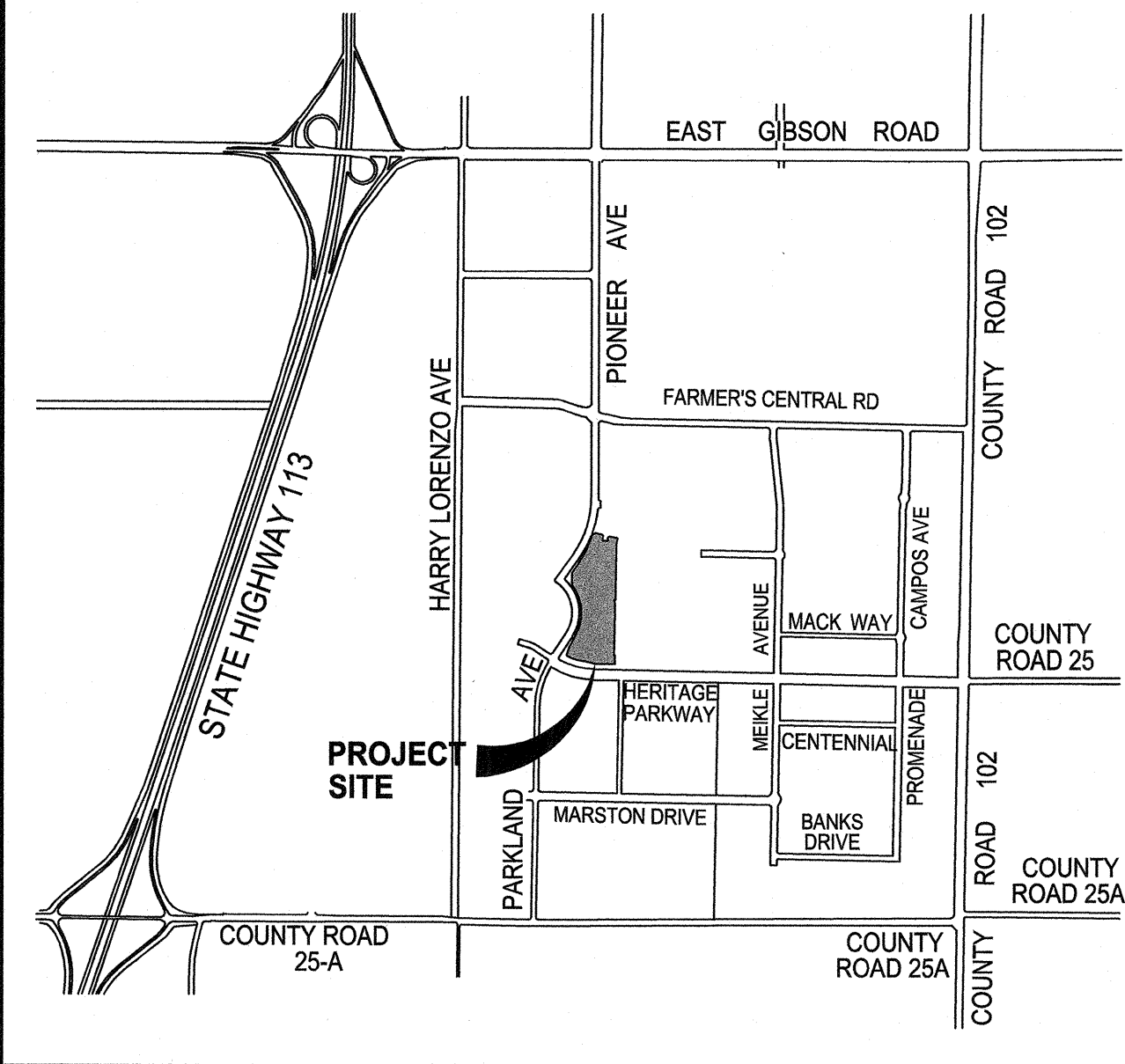
T-1 OF 28

DATE SIGNED: 5/23/18
THESE DRAWINGS ARE NOT
CONSIDERED FINAL UNTIL THE
ENGINEER'S SEAL, BELOW HAS
BEEN SIGNED AND DATED.



LANDSCAPE IMPROVEMENT PLANS
FOR
SPRING LAKE SPECIFIC PLAN
PARKLAND / PIONEER AVENUE WIDENING IMPROVEMENTS
HERITAGE PARKWAY TO FARMERS CENTRAL ROAD

CITY OF WOODLAND, YOLO COUNTY
CALIFORNIA
MAY 2018



VICINITY MAP
-NTS-

GENERAL CONSTRUCTION NOTES

1. REFER TO CIVIL PLANS FOR SWPPP REQUIREMENTS, SITE FEATURES, SITE GRADING, DRAINAGE & UTILITIES.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING AND/OR RESTORING CIVIL DESIGN ELEMENTS THROUGH CONSTRUCTION.
3. PLANTING AREAS SHALL NOT EXCEED 3:1 SLOPES. CONTRACT LANDSCAPE ARCHITECT IF FIELD CONDITIONS DO NOT MEET THESE REQUIREMENTS.
4. CONTRACTOR SHALL PROTECT EXISTING STRUCTURES, FEATURES, UTILITIES, AND PLANTS THROUGHOUT CONSTRUCTION. REPAIRS AND/OR REPLACEMENTS TO EXISTING FEATURES DAMAGED DURING CONSTRUCTION SHALL BE MADE AT THE CONTRACTOR'S EXPENSE.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR DAILY CLEAN-UP AS WORK PROGRESSES. REFUSE AND EXCESS DIRT SHALL BE REMOVED FROM THE SITE; WALKS AND PAVING SHALL BE BROOMED OR WASHED DOWN AND ANY DAMAGES SUSTAINED ON THE WORK OF OTHERS SHALL BE REPAIRED TO ORIGINAL CONDITIONS.
6. ALL CONSTRUCTION AND LANDSCAPE RELATED WORK SHALL COMPLY WITH CITY OF WOODLAND STANDARD SPECIFICATIONS AND GUIDELINES.
7. THE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES IN LAYOUT, DIMENSIONING OR INCONGRUOUS EXISTING CONDITIONS PRIOR TO CONSTRUCTION.

PROJECT INFORMATION

APPLICANT NAME & CONTACT INFO:
CONTACT: MIKE G. ENGLE
CUNNINGHAM ENGINEERING INC.
2440 SPAFFORD STREET, SUITE 200
DAVIS, CA 95618 PH: 530-758-2026

OWNER NAME & CONTACT INFO:
CONTACT: LES HOCK
R&B TI, LLC
10630 MATHER BLVD.
SACRAMENTO CA, 95655
(916) 315-3066

P.O.C. A:
PROJECT ADDRESS: HERITAGE PARKWAY, WOODLAND CA
TOTAL LANDSCAPED AREA: 1,675 SF
PROJECT TYPE: NEW
WATER SUPPLY TYPE: POTABLE (EXISTING POC)

P.O.C. B:
PROJECT ADDRESS: PARKLAND AVENUE, WOODLAND CA
TOTAL LANDSCAPED AREA: 33,530 SF
PROJECT TYPE: NEW
WATER SUPPLY TYPE: POTABLE

P.O.C. C:
PROJECT ADDRESS: PARKLAND AVENUE, WOODLAND CA
TOTAL LANDSCAPED AREA: 19,335 SF
PROJECT TYPE: NEW
WATER SUPPLY TYPE: POTABLE

P.O.C. D:
PROJECT ADDRESS: PIONEER AVENUE, WOODLAND CA
TOTAL LANDSCAPED AREA: 8,870 SF
PROJECT TYPE: NEW
WATER SUPPLY TYPE: POTABLE

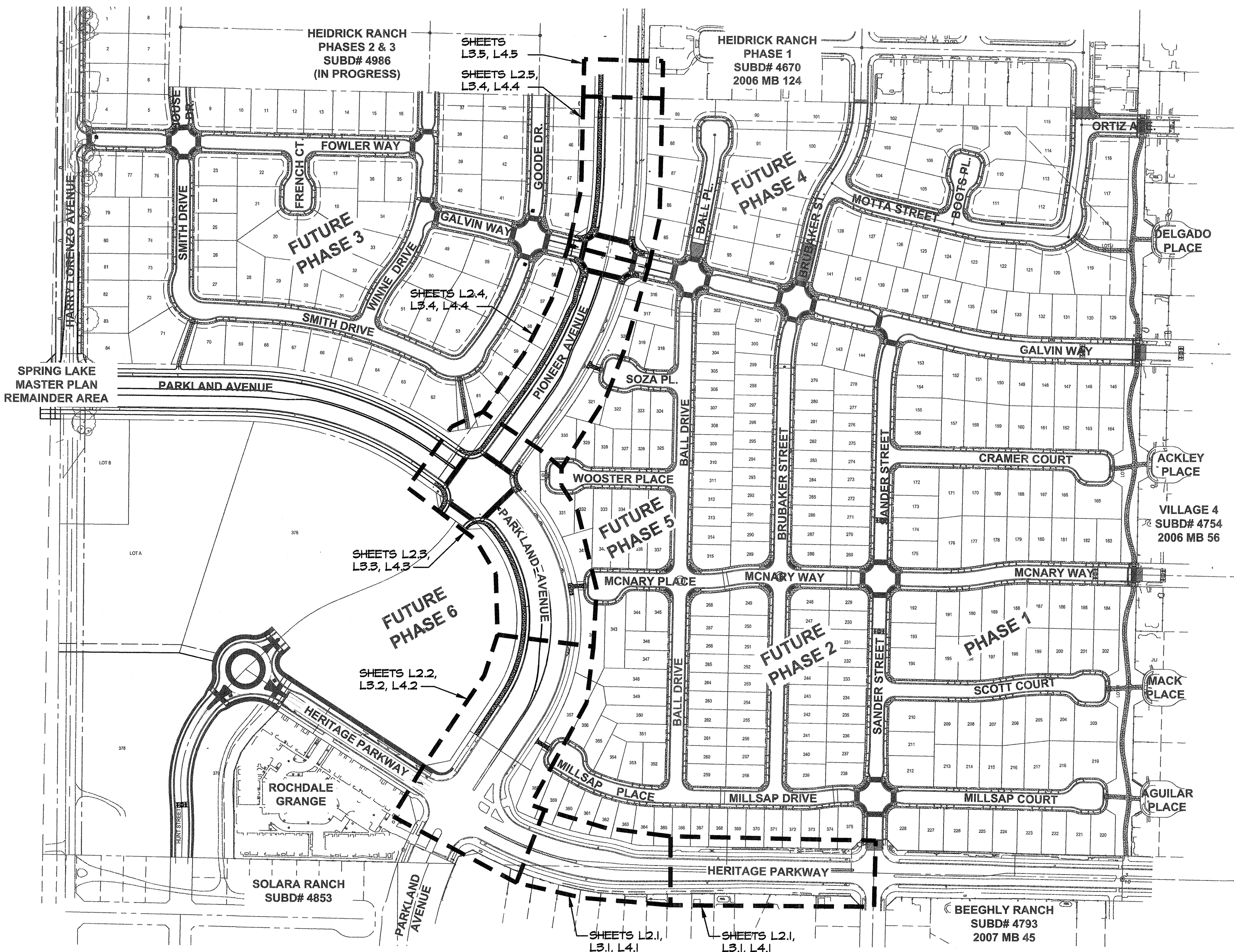
P.O.C. E:
PROJECT ADDRESS: PIONEER AVENUE, WOODLAND CA
TOTAL LANDSCAPED AREA: 13,140 SF
PROJECT TYPE: NEW
WATER SUPPLY TYPE: POTABLE (EXISTING POC)

WATER CONSERVATION STATEMENT

I HAVE COMPLIED WITH THE CRITERIA OF THE WATER EFFICIENT LANDSCAPE ORDINANCE AND APPLIED SUCH CRITERIA FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN AND IRRIGATION DESIGN PLAN.

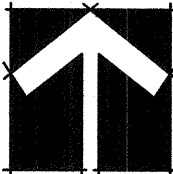
IRRIGATION DESIGNER'S SIGNATURE
Michael G. Engle

5-24-18
DATE



SITE MAP

SCALE: 1" = 200'



NOTE: CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING THE CITY SENIOR TREE TRIMMER, FERNANDO MUÑOZ, AT 530-661-5905 OR 530-207-4447 FOR FIELD INSPECTIONS AT THE FOLLOWING TIMES:

1. AFTER IRRIGATION INSTALLATION PRIOR TO BACKFILLING;
2. UPON DELIVERY OF NURSERY STOCK;
3. UPON INSTALLATION OF PLANTING HOLES;
4. FINAL INSPECTION.

UTILITY REPRESENTATIVES			
UTILITY	REPRESENTATIVES	PHONE	
U.S.A.		1-800-227-2600	
GAS	P.G.&E.	CRYSTALE ALESSIO-MEDRANO	916-861-5668
ELECTRICITY	P.G.&E.	CRYSTALE ALESSIO-MEDRANO	916-861-5668
TELEPHONE	AT&T	BOB KEATING	707-258-3779
WATER	CITY	PUBLIC WORKS DEPT.	530-661-5962
SEWER	CITY	PUBLIC WORKS DEPT.	530-661-5962
DRAINAGE	CITY	PUBLIC WORKS DEPT.	530-661-5962
T.V. CABLE	WAVE BROADBAND	EVELYN CORTEZ	916-672-6817

SHEET LEGEND

- L1.1 COVER SHEET
- L2.1 PRIVACY WALL PLAN - HERITAGE PARKWAY
- L2.2 MASONRY BLOCK WALL PLAN - PARKLAND AVENUE
- L2.3 MASONRY BLOCK WALL PLAN - PARKLAND AVENUE
- L2.4 MASONRY BLOCK WALL PLAN - PIONEER AVENUE
- L2.5 MASONRY BLOCK WALL PLAN - PIONEER AVENUE
- L2.6 PRIVACY WALL DETAILS
- L2.7 CONSTRUCTION DETAILS
- L3.1 IRRIGATION PLAN - HERITAGE PARKWAY
- L3.2 IRRIGATION PLAN - PARKLAND AVENUE
- L3.3 IRRIGATION PLAN - PARKLAND AVENUE
- L3.4 IRRIGATION PLAN - PIONEER AVENUE
- L3.5 IRRIGATION LEGENDS & NOTES
- L3.6 IRRIGATION DETAILS
- L3.7 WATER USE CALCULATIONS
- L3.8 CONTROLLER SCHEDULES
- L4.1 PLANTING PLAN - HERITAGE PARKWAY
- L4.2 PLANTING PLAN - PARKLAND AVENUE
- L4.3 PLANTING PLAN - PARKLAND AVENUE
- L4.4 PLANTING PLAN - PIONEER AVENUE
- L4.5 PLANTING LEGENDS & NOTES
- L4.6 PLANTING DETAILS

PROJECT CONTACT INFORMATION

OWNER/DEVELOPER:
R&B TI, LLC
10630 MATHER BLVD.
SACRAMENTO, CA 95655
(916) 315-3066

SURVEYOR:
MORROW SURVEYING
1255 STARBOARD DR
WEST SACRAMENTO, CA 95641
(916) 312-8124

LANDSCAPE ARCHITECT:
CUNNINGHAM ENGINEERING
2440 SPAFFORD STREET, SUITE 200
DAVIS, CA 95618
(530) 758-2026

SOILS ENGINEER:
GEOCON CONSULTANTS, INC.
3160 GOLD VALLEY DRIVE, SUITE 200
RANCHO CORDOVA, CA 95742
(916) 852-4118

CIVIL ENGINEER:
CUNNINGHAM ENGINEERING
2440 SPAFFORD STREET, SUITE 200
DAVIS, CA 95618
(530) 758-2026

DRY UTILITY:
LUPION EXCAVATION, INC.
8461 FLORIN ROAD
SACRAMENTO, CA 95828
(916) 387-1104

DRAWING STATUS:

- NOT FOR CONSTRUCTION
- PERMIT SET

DATE SIGNED: 5-24-18
THESE DRAWINGS ARE NOT
CONSIDERED FINAL UNTIL THE
LANDSCAPE ARCHITECT'S SEAL
BELOW HAS BEEN SIGNED AND
DATED.



LANDSCAPE IMPROVEMENT PLANS
SPRING LAKE SPECIFIC PLAN
PARKLAND / PIONEER AVENUE WIDENING IMPROVEMENTS
HERITAGE PARKWAY TO FARMERS CENTRAL ROAD

COVER SHEET

BENCH MARK #1: CITY OF WOODLAND CONTROL MONUMENT P-22, 1-1/2" BRASS DISC IN MONUMENT WELL STAMPED "CITY OF WOODLAND GPS SURVEY MONUMENT P-22" AT INTERSECTION OF E. GIBSON ROAD AND BOURN DR. EL. 48.715.

BENCH MARK #2: CITY OF WOODLAND CONTROL MONUMENT P-24, 3/4" REBAR "NO TAG" #2 EAST OF CL OF HARRY LORENZO AVENUE AND ON EAST PROJECTION OF FENCE AND 0.5 MILES SOUTH OF GIBSON ROAD. EL. 48.985.

CITY OF WOODLAND
APPROVED BY:
Brent Meyer
BRENT MEYER, CITY ENGINEER
DATE: 6/5/2018

PROJECT ENGINEER'S SIGNATURE
BY: *Michael G. Engle*
MICHAEL G. ENGLE
DATE: 5-24-18 CRLA 4672

SCALE:
HORIZ. _____ VERT. _____
DATE: MAY 2018

DESIGNED BY OG

DRAWN BY LBG

REVIEWED BY MGE

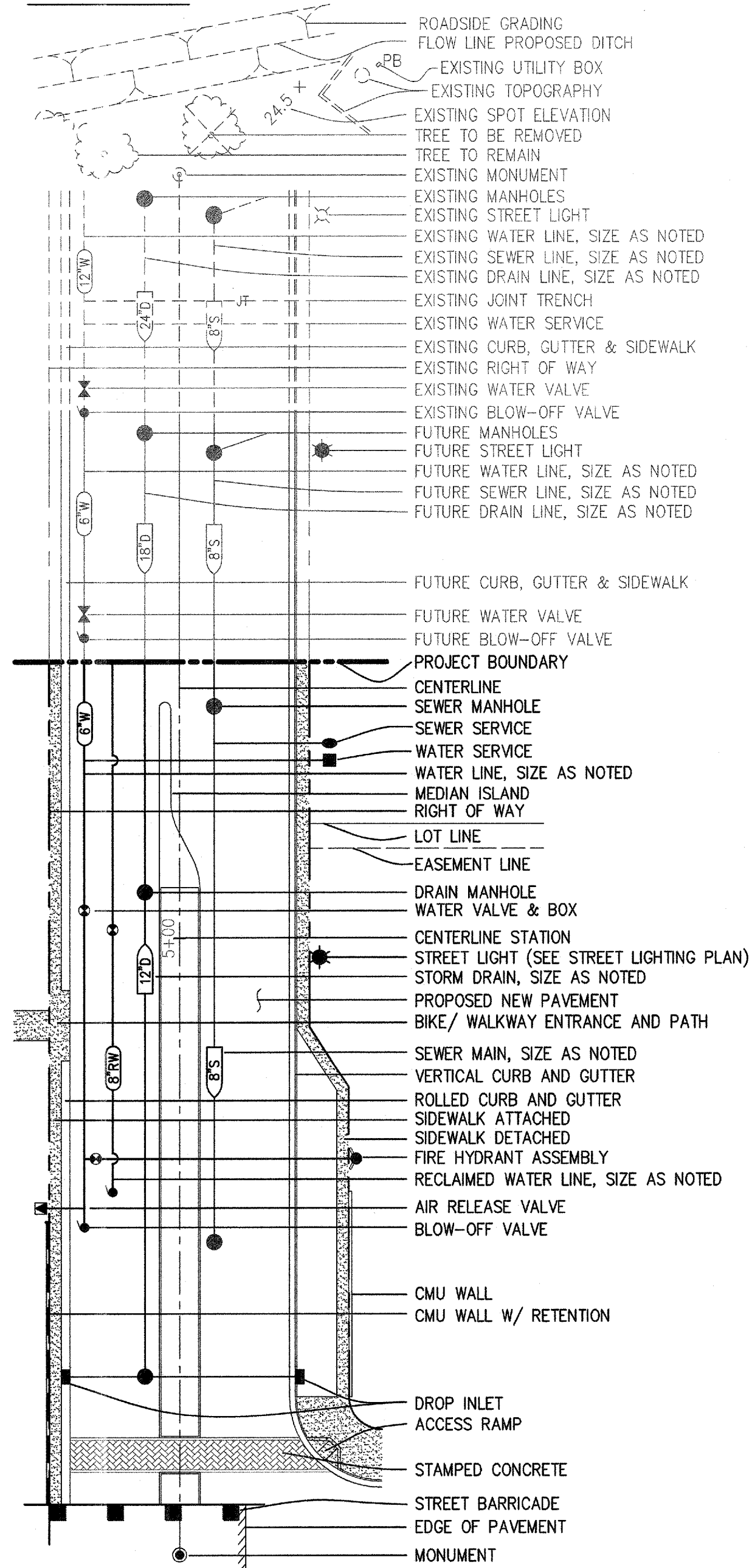
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REVISIONS			
NO.	DESCRIPTION	BY	DATE

SHEET NUMBER

L1.1 OF **22**

LEGEND



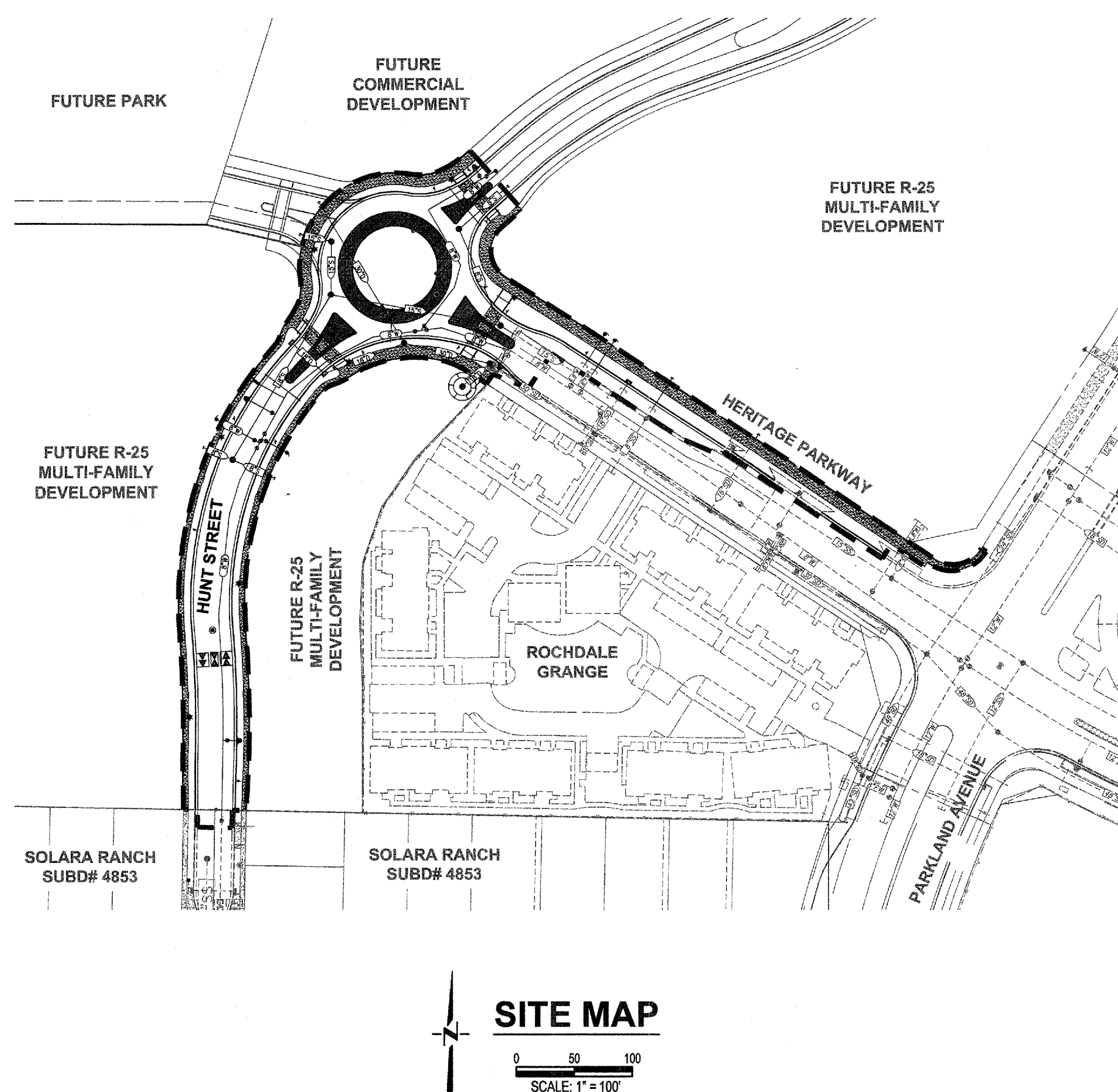
ABBREVIATIONS:

AB	AGGREGATE BASE	FT	FEET	PVMT	PAVEMENT
AGG	AGGREGATE	G.B.	GRADE BREAK	R	RADIUS
ASTM	AMERICAN SOCIETY FOR TESTING AND MATERIALS	HDPE	HIGH DENSITY POLYETHYLENE	R/W	RIGHT OF WAY
AWWA	AMERICAN WATER WORKS ASSOCIATION	HP	HIGH POINT	RW	RECLAIMED WATER
ANG. PT.	ANGLE POINT	HPS	HIGH PRESSURE SODIUM	RCP	REINFORCED CONCRETE PIPE
AP	ANGLE POINT	HORIZ.	HORIZONTAL	RP	RADIUS POINT
AC	ASPHALT CONCRETE	INTX	INTERSECTION	RT	RIGHT
BC	BEGIN CURVE	INV. IE	INVERT ELEVATION	S	SLOPE
BLDG.	BUILDING	IRR	IRRIGATION	SD	STORM DRAIN
BMP	BEST MANAGEMENT PRACTICES	L	LENGTH	SDDI	STORM DRAIN DRAINAGE INLET
BOC	BACK OF CURB	LB	LANDSCAPE BUBBLER	SDMH	STORM DRAIN MANHOLE
BOV, BW	BACK OF VALVE	LBS.	POUNDS	SERV	SERVICE
BOV	BLOW OFF VALVE	LD	LANDSCAPE DRAIN	SF	SQUARE FEET
BRW	BOTTOM OF RETAINING WALL	LF	LINEAR FEET	SH	SHEET
BW	BOTTOM OF WALL	LG	LIP OF GUTTER	SPEC	SPECIFICATION
C&G	CURB AND GUTTER	LP	LOW POINT	SS	SANITARY SEWER
CL	CENTERLINE, GLASS	LT	LEFT	SSMH	SANITARY SEWER MANHOLE
C.O.	CLEAN OUT, COMPANY	MA	MATCH	ST	STREET
CONC.	CONCRETE	MAX	MAXIMUM	STA	STATION
CONST	CONSTRUCT	MIN	MINIMUM	STD	STANDARD
CORP.	CORPORATION	MP	MIDPOINT	S.L.	STREET LIGHT
CR	CURB RETURN	N	NORTH	S/W	SIDEWALK
D	DRAIN LINE	NTS	NOT TO SCALE	TBD	TO BE DETERMINED
DI	DRAIN INLET	OC	ON CENTER	TBW	TOP BACK OF WALK
DIP	DUCTILE IRON PIPE	O.R.	OVERLAND RELEASE	TC	TOP OF CURB
DW	DRIVEWAY ENTRANCE	PC	POINT OF CURVATURE	TI	TRAFFIC INDEX
E	EAST, ELECTRIC	PCC	PORTLAND CEMENT CONCRETE	TRW	TOP OF RETAINING WALL
EA	EACH	PCD	POINT OF COMPOUND CURVE	CATV	TELEVISION
EC	END CURVE	PE	PEDESTAL, PEDESTRIAN	TW	TOP OF WALL
EG	EXISTING GROUND	PI	POINT OF INTERSECTION	TYP.	TYPICAL
ELEV. EL	ELEVATION	PG&E	PACIFIC GAS & ELECTRIC COMPANY	VCP	VITRIFIED CLAY PIPE
EP	EDGE OF PAVEMENT	PKWY	PARKWAY	VERT.	VERTICAL
ESMT	EASEMENT	PL	PROPERTY LINE	W	WEST, WATER
ETC.	ETCETERA	PO BOX	POST OFFICE BOX	WL	WATER LINE
EX. (E)	EXISTING	POC	POINT OF CONNECTION	WM	WATER MAIN
FF	FINISHED FLOOR	PRC	POINT OF REVERSE CURVE	WTR	WATER
FH	FIRE HYDRANT	PSI	POUNDS PER SQUARE INCH	W	WITH
FL	FLOW LINE	PT	POINT, POINT OF TANGENCY	XING	CROSSING
FOC	FACE OF CURB	PUE	PUBLIC UTILITY EASEMENT		
FS	FINISHED SURFACE	PVC	POLY VINYL CHLORIDE		

CIVIL IMPROVEMENT PLANS SPRING LAKE SPECIFIC PLAN HUNT STREET IMPROVEMENTS DIGGS STREET TO HERITAGE PARKWAY

CITY OF WOODLAND, YOLO COUNTY
CALIFORNIA

JUNE 2018



SITE MAP

SCALE: 1" = 100'

UTILITY REPRESENTATIVES			
UTILITY	REPRESENTATIVES	PHONE	
U.S.A.		1-800-227-2600	
GAS	P.G.&E.	CRYSTALE ALESSIO-MEDRANO	916-661-5668
ELECTRICITY	P.G.&E.	CRYSTALE ALESSIO-MEDRANO	916-661-5668
TELEPHONE	AT&T	BOB KEATING	707-258-3779
WATER	CITY	PUBLIC WORKS DEPT.	530-661-5962
SEWER	CITY	PUBLIC WORKS DEPT.	530-661-5962
DRAINAGE	CITY	PUBLIC WORKS DEPT.	530-661-5962
T.V. CABLE	WAVE BROADBAND	EVELYN CORTEZ	916-672-6817

DRAWING STATUS:

● PERMIT SET

SHEET INDEX

- T-1 TITLE SHEET
- T-2 GENERAL NOTES
- T-3 HORIZONTAL CONTROL PLAN
- D-1 CROSS SECTIONS AND DETAILS
- D-2 ROUNDABOUT DETAILS
- R-1 HUNT STREET STREET IMPROVEMENTS
- R-2 HERITAGE PARKWAY STREET IMPROVEMENTS
- U-1 HUNT STREET UTILITY IMPROVEMENTS
- U-2 HERITAGE PARKWAY UTILITY IMPROVEMENTS
- SS-1 STREET LIGHT, STRIPING, AND SIGNAGE PLAN
- EC-1 EROSION CONTROL PLAN
- SL-1 STREET LIGHTING
- SL-2 STREET LIGHTING - GENERAL NOTES

LANDSCAPE AND DRY UTILITY COMPOSITE PLANS
UNDER SEPARATE COVER

OWNER:

R&B 77, LLC
10630 MATHER BLVD.
SACRAMENTO, CA 95665
(916) 313-3066

CIVIL ENGINEER:

CUNNINGHAM ENGINEERING
2940 SPAFFORD STREET, SUITE 200
DAVIS, CALIFORNIA 95618
(530) 758-2026

SOILS ENGINEER:

GEOCON CONSULTANTS, INC.
3160 GOLD VALLEY DRIVE
RANCHO CORDOVA, CALIFORNIA 95742
(916) 852-9118

LANDSCAPE ARCHITECT:

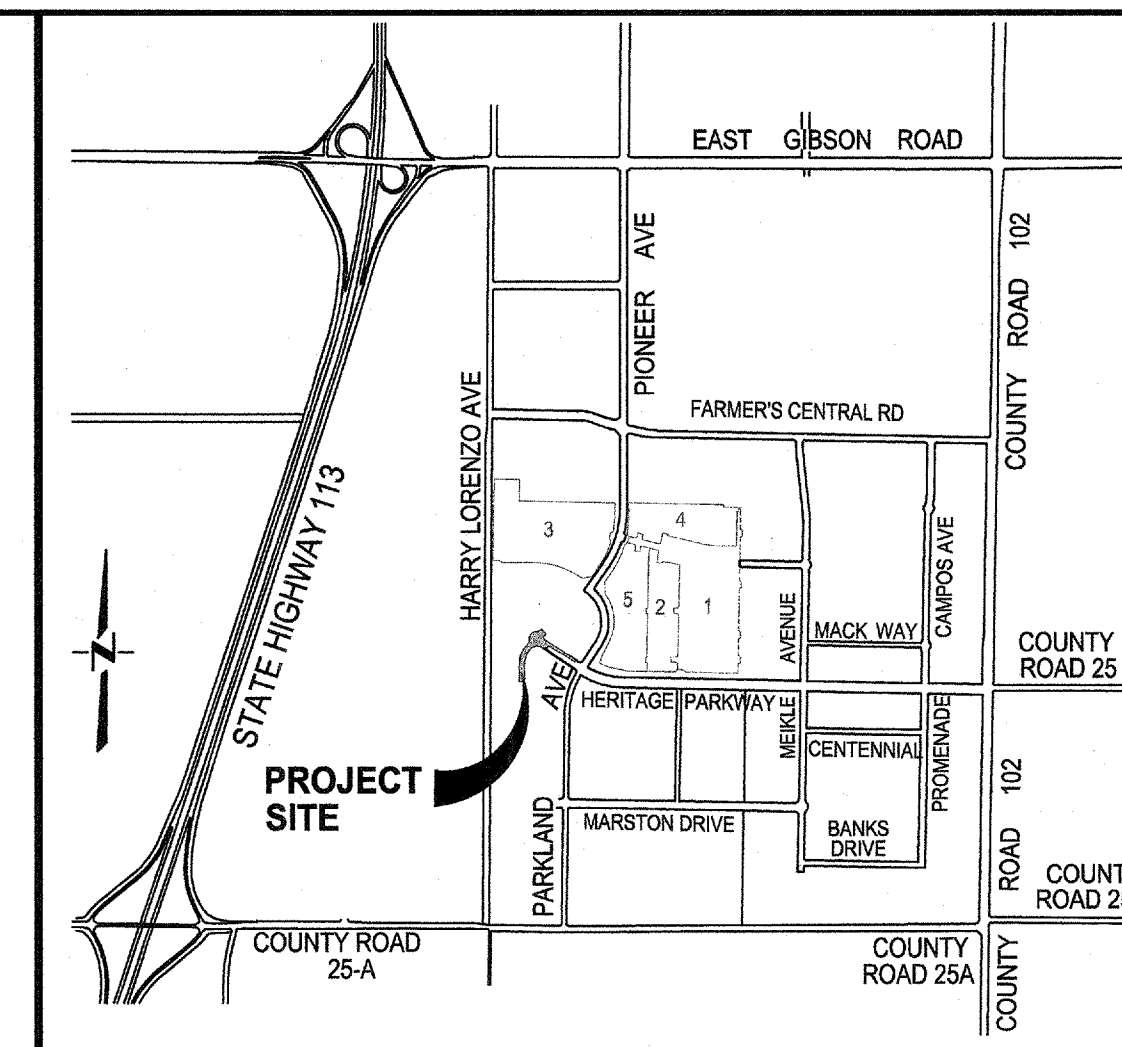
CUNNINGHAM ENGINEERING CORPORATION
2940 SPAFFORD STREET
DAVIS, CALIFORNIA 95618
(530) 758-2026

SURVEYOR:

MORROW SURVEYING
1255 STARBOARD DRIVE
WEST SACRAMENTO, CALIFORNIA 95691
(916) 372-8124

DRY UTILITY DESIGN:

LUPTON EXCAVATION, INC.
8467 FLORIN ROAD
SACRAMENTO, CA 95828
(916) 387-1104



HUNT STREET IMPROVEMENTS DIGGS STREET TO HERITAGE PARKWAY

TITLE SHEET

BENCH MARK #1: CITY OF WOODLAND CONTROL MONUMENT P-22, 1-1/2" BRASS DISC IN MONUMENT WELL STAMPED "CITY OF WOODLAND GPS SURVEY MONUMENT P-22" AT INTERSECTION OF E. GIBSON ROAD AND HARRY LORENZO AVENUE. EL: 48.715.

BENCH MARK #2: CITY OF WOODLAND GEODETIC CONTROL MONUMENT P24R1, BRASS CAP IN MONUMENT WELL STAMPED LS 5161 AT INTERSECTION OF FARMERS CENTRAL ROAD AND HARRY LORENZO AVENUE. EL: 50.644.

CITY OF WOODLAND

APPROVED BY: *[Signature]*
BRENT MEYER, CITY ENGINEER
DATE: 6/27/2018

PROJECT ENGINEER'S SIGNATURE
BY: *[Signature]*
STEVEN J. GREENFIELD
DATE: 6/20/18 P.E. C50880

SCALE:
HORIZ. AS SHOWN VERT. N/A

DATE: JUNE 2018

DESIGNED BY KM

DRAWN BY KM

REVIEWED BY SG

FILE: 1257.00-17

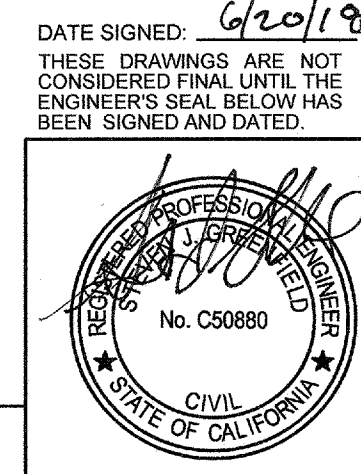
REVISIONS

NO.	DESCRIPTION	BY	DATE
		APPR.	DATE

SHEET NUMBER

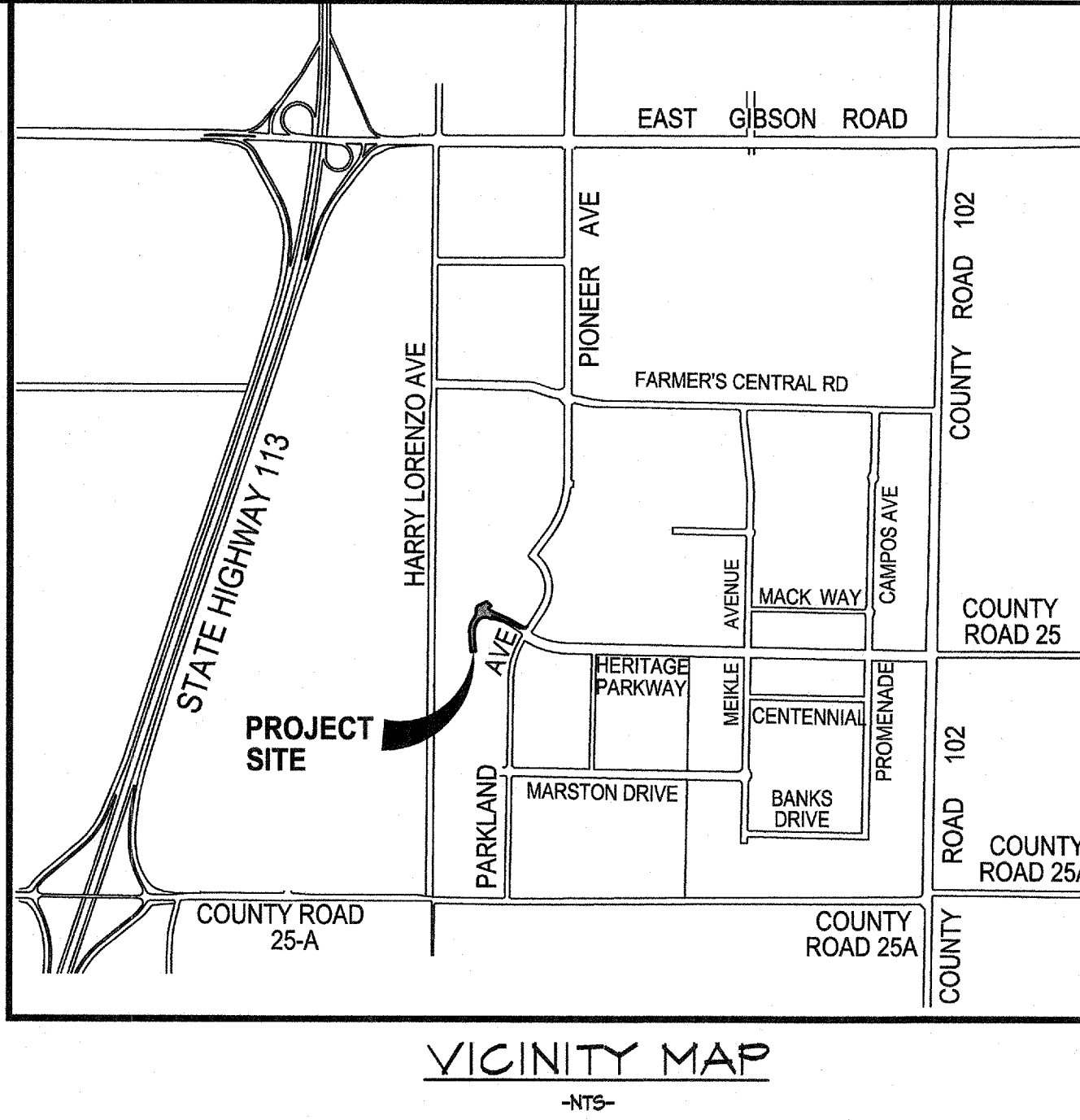
T-1 OF 13

WDID# 5S57C373172



LANDSCAPE IMPROVEMENT PLANS
FOR
SPRING LAKE SPECIFIC PLAN
HUNT STREET IMPROVEMENTS
DIGGS STREET TO HERITAGE PARKWAY

CITY OF WOODLAND, YOLO COUNTY
CALIFORNIA
JUNE 2018

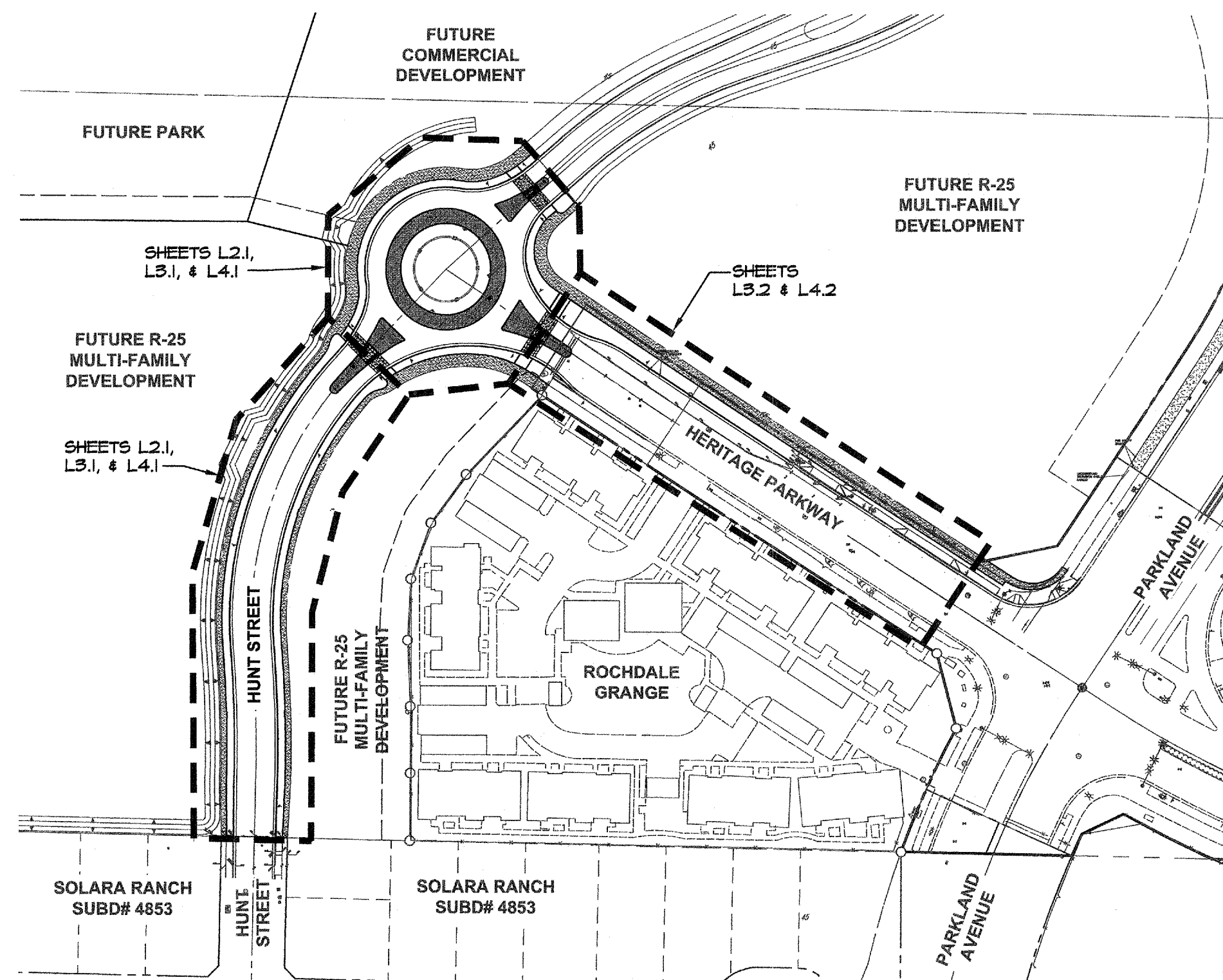


CUNNINGHAM ENGINEERING
Project Planning • Civil Engineering • Landscape Architecture
Sacramento Office: 2120 20th Street, Suite 200, Sacramento, CA 95818 (916) 455-2028
Davis Office: 2940 Spafford Street, Suite 200, Davis, CA 95618 (530) 758-2028
CECWEST.COM

LANDSCAPE IMPROVEMENT PLANS
HUNT STREET IMPROVEMENTS
DIGGS ST. TO HERITAGE PARKWAY
COVER SHEET

GENERAL CONSTRUCTION NOTES

1. REFER TO CIVIL PLANS FOR SHPPP REQUIREMENTS, SITE FEATURES, SITE GRADING, DRAINAGE & UTILITIES.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING AND/OR RESTORING CIVIL DESIGN ELEMENTS THROUGH CONSTRUCTION.
3. PLANTING AREAS SHALL NOT EXCEED 3:1 SLOPES. CONTRACT LANDSCAPE ARCHITECT IF FIELD CONDITIONS DO NOT MEET THESE REQUIREMENTS.
4. CONTRACTOR SHALL PROTECT EXISTING STRUCTURES, FEATURES, UTILITIES, AND PLANTS THROUGHOUT CONSTRUCTION. REPAIRS AND/OR REPLACEMENTS TO EXISTING FEATURES DAMAGED DURING CONSTRUCTION SHALL BE MADE AT THE CONTRACTOR'S EXPENSE.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR DAILY CLEAN-UP AS WORK PROGRESSES. REFUSE AND EXCESS DIRT SHALL BE REMOVED FROM THE SITE; WALKS AND PAVING SHALL BE BROOMED OR WASHED DOWN AND ANY DAMAGES SUSTAINED ON THE WORK OF OTHERS SHALL BE REPAIRED TO ORIGINAL CONDITIONS.
6. ALL CONSTRUCTION AND LANDSCAPE RELATED WORK SHALL COMPLY WITH CITY OF WOODLAND STANDARD SPECIFICATIONS AND GUIDELINES.
7. THE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES IN LAYOUT, DIMENSIONING OR INCONGRUOUS EXISTING CONDITIONS PRIOR TO CONSTRUCTION.



SHEET LEGEND

- L1.1 COVER SHEET
- L2.1 LAYOUT PLAN
- L2.2 ROUNDABOUT MALL DETAILS
- L3.1 IRRIGATION PLAN
- L3.2 IRRIGATION PLAN, LEGENDS, & NOTES
- L3.3 IRRIGATION DETAILS
- L3.4 WATER USE CALCULATIONS & CONTROLLER SCHEDULES
- L4.1 PLANTING PLAN
- L4.2 PLANTING PLAN & LEGENDS
- L4.3 PLANTING NOTES & DETAILS

PROJECT CONTACT INFORMATION

OWNER/DEVELOPER: R&B TI LLC, 10630 MATHER BLVD., SACRAMENTO, CA 95655 (916) 313-3066
SURVEYOR: MORROW SURVEYING, 1255 STARBOARD DR, WEST SACRAMENTO, CA 95661 (916) 312-8124
LANDSCAPE ARCHITECT: CUNNINGHAM ENGINEERING, 2440 SPAFFORD STREET, SUITE 200, DAVIS, CA 95618 (530) 758-2026
SOILS ENGINEER: GEOCON CONSULTANTS, INC., 3160 GOLD VALLEY DRIVE, SUITE 800, RANCHO CORDOVA, CA 95742 (916) 852-4118
CIVIL ENGINEER: CUNNINGHAM ENGINEERING, 2440 SPAFFORD STREET, SUITE 200, DAVIS, CA 95618 (530) 758-2026
DRY UTILITY: LUPTON EXCAVATION, INC., 8461 FLORIN ROAD, SACRAMENTO, CA 95828 (916) 387-1104

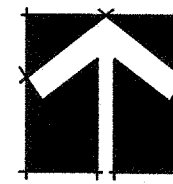
PROJECT INFORMATION

APPLICANT NAME & CONTACT INFO:
CONTACT: MIKE G. ENGLE
CUNNINGHAM ENGINEERING INC.,
2440 SPAFFORD STREET, SUITE 200
DAVIS, CA 95618 PH: 530-758-2026
OWNER NAME & CONTACT INFO:
CONTACT: LES HOCK
R & B TI LLC
10630 MATHER BLVD.
SACRAMENTO CA, 95655
(916) 313-3066
P.O.C. 'A':
PROJECT ADDRESS: HUNT STREET, WOODLAND CA
TOTAL LANDSCAPED AREA: 16,555 SF
PROJECT TYPE: NEW
WATER SUPPLY TYPE: POTABLE

WATER CONSERVATION STATEMENT

I HAVE COMPLIED WITH THE CRITERIA OF THE WATER EFFICIENT LANDSCAPE ORDINANCE AND APPLIED SUCH CRITERIA FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN AND IRRIGATION DESIGN PLAN.

IRRIGATION DESIGNER'S SIGNATURE _____ DATE _____



SITE MAP

SCALE: 1" = 100'

NOTE: CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING THE CITY SENIOR TREE TRIMMER, FERNANDO MUNOZ, AT (530) 661-5905 OR (530) 207-1997, FOR FIELD INSPECTIONS AT THE FOLLOWING TIMES:
1. AFTER IRRIGATION INSTALLATION PRIOR TO BACKFILLING;
2. UPON DELIVERY OF NURSERY STOCK;
3. UPON INSTALLATION OF PLANTING HOLES;
4. FINAL INSPECTION.

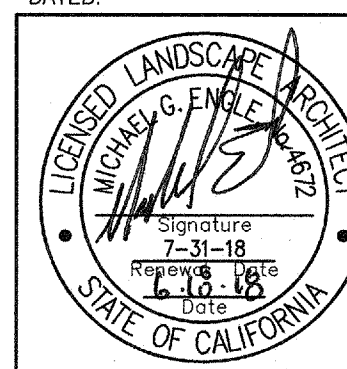
UTILITY REPRESENTATIVES			
UTILITY	REPRESENTATIVES		PHONE
U.S.A.			1-800-227-2600
GAS	P.G.&E.	CRYSTALE ALESSIO-MEDRANO	916-661-5668
ELECTRICITY	P.G.&E.	CRYSTALE ALESSIO-MEDRANO	916-661-5668
TELEPHONE	AT&T	BOB KEATING	707-258-3779
WATER	CITY	PUBLIC WORKS DEPT.	530-661-5962
SEWER	CITY	PUBLIC WORKS DEPT.	530-661-5962
DRAINAGE	CITY	PUBLIC WORKS DEPT.	530-661-5962
T.V. CABLE	WAVE BROADBAND	EVELYN CORTEZ	916-672-8817

SPRING LAKE CENTRAL HUNT STREET LANDSCAPE IMPROVEMENTS:
TOTAL SQUARE FOOTAGE OF NEW CITY MAINTAINED LANDSCAPE: 16,555 SF
TOTAL NUMBER OF NEW CITY MAINTAINED STREET TREES: 31 TREES
TOTAL NUMBER OF NEW CITY MAINTAINED PARK/ GREENBELT TREES: 0 TREES

DRAWING STATUS:

- 3RD REVIEW SUBMITTAL - JUNE 2018
NOT FOR CONSTRUCTION
- PERMIT SET

DATE SIGNED: 6-18-18
THESE DRAWINGS ARE NOT CONSIDERED FINAL UNTIL THE LANDSCAPE ARCHITECT'S SEAL BELOW HAS BEEN SIGNED AND DATED.



BENCH MARK #1: CITY OF WOODLAND CONTROL MONUMENT P-22. 1-1/2" BRASS DISC IN MONUMENT WELL STAMPED "CITY OF WOODLAND GPS SURVEY MONUMENT P-22" AT INTERSECTION OF E. GIBSON ROAD AND HARRY LORENZO AVENUE. EL: 48.715.
BENCH MARK #2: CITY OF WOODLAND GEODETIC CONTROL MONUMENT P24R1. BRASS CAP IN MONUMENT WELL STAMPED LS 5161 AT INTERSECTION OF FARMERS CENTRAL ROAD AND HARRY LORENZO AVENUE. EL: 50.844.

CITY OF WOODLAND
APPROVED BY:
BRENT MEYER, CITY ENGINEER
DATE: 6/27/2018

PROJECT ENGINEER'S SIGNATURE
BY:
MICHAEL G. ENGLE
DATE: 6-18-18 CRLA 4672

SCALE:
HORIZ. AS SHOWN VERT. N/A
DATE: JUNE 2018

DESIGNED BY LG
DRAWN BY LG
REVIEWED BY ME
FILE: 1257.00-17-02

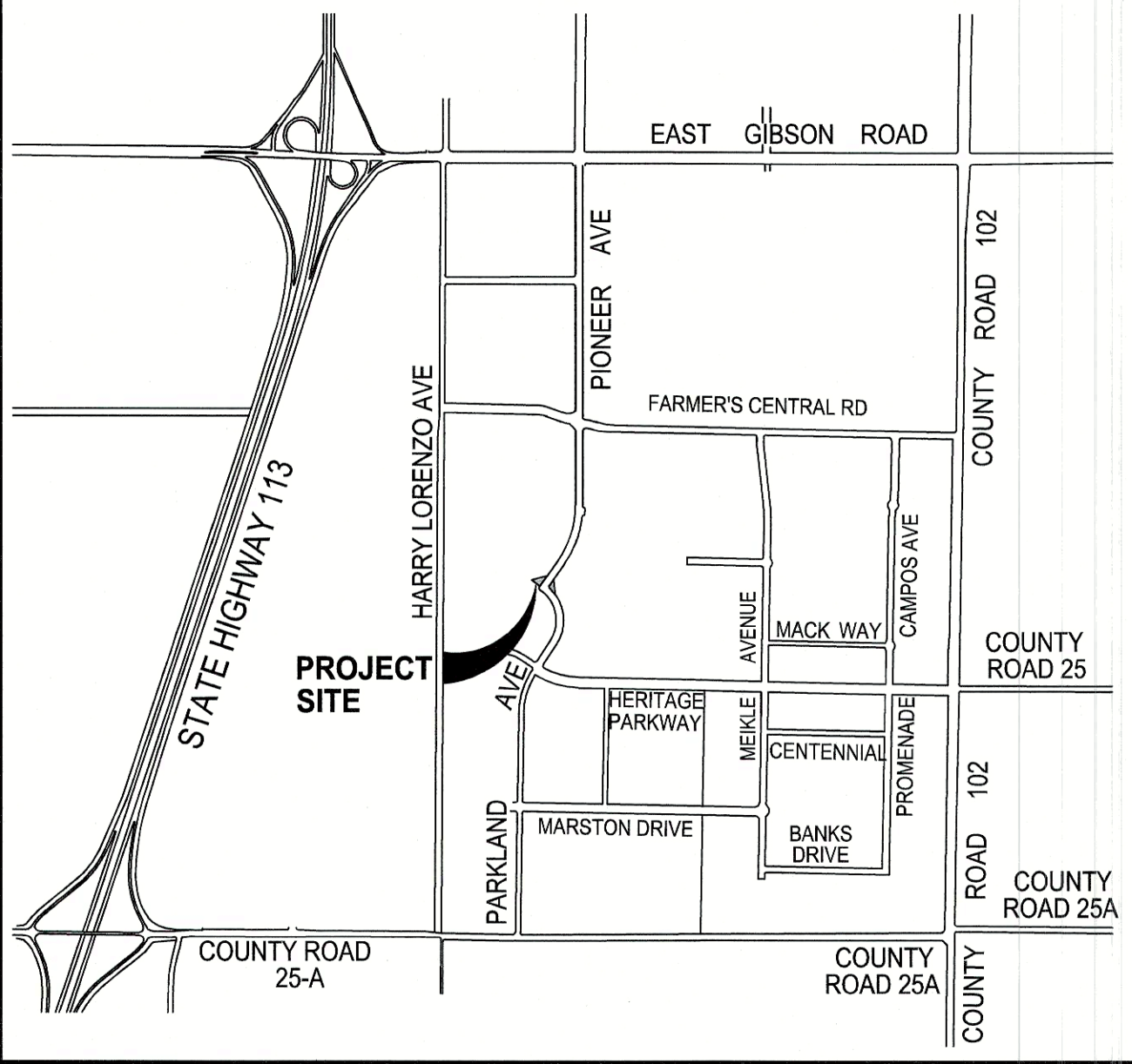
REVISIONS			
NO.	DESCRIPTION	BY	DATE
		APPR.	DATE

SHEET NUMBER
L1.1 OF 10

LANDSCAPE IMPROVEMENT PLANS
FOR
SPRING LAKE SPECIFIC PLAN
GATEWAY MONUMENTS AT PARKLAND/ PIONEER AVENUE

CITY OF WOODLAND, YOLO COUNTY
CALIFORNIA

OCTOBER 2018



VICINITY MAP
-NTS-

SHEET LEGEND

- L1.1 COVER SHEET
- L2.1 SITE LAYOUT PLAN
- L2.2 GATEWAY MONUMENT ELEVATIONS
- L2.3 GATEWAY PANEL STAKING/ LAYOUT AND COORDINATE PLAN
- L3.1 IRRIGATION PLAN & LEGENDS
- L3.2 IRRIGATION NOTES & DETAILS
- L3.3 WATER USE CALCULATIONS & CONTROLLER SCHEDULES
- L4.1 PLANTING PLAN & LEGENDS
- L4.2 PLANTING NOTES
- L4.3 PLANTING DETAILS

GENERAL CONSTRUCTION NOTES

1. REFER TO CIVIL PLANS FOR SWPPP REQUIREMENTS, SITE FEATURES, SITE GRADING, DRAINAGE & UTILITIES.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING AND/OR RESTORING CIVIL DESIGN ELEMENTS THROUGH CONSTRUCTION.
3. PLANTING AREAS SHALL NOT EXCEED 3:1 SLOPES. CONTRACT LANDSCAPE ARCHITECT IF FIELD CONDITIONS DO NOT MEET THESE REQUIREMENTS.
4. CONTRACTOR SHALL PROTECT EXISTING STRUCTURES, FEATURES, UTILITIES, AND PLANTS THROUGHOUT CONSTRUCTION. REPAIRS AND/OR REPLACEMENTS TO EXISTING FEATURES DAMAGED DURING CONSTRUCTION SHALL BE MADE AT THE CONTRACTOR'S EXPENSE.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR DAILY CLEAN-UP AS WORK PROGRESSES. REFUSE AND EXCESS DIRT SHALL BE REMOVED FROM THE SITE, WALKS AND PAVING SHALL BE BROOMED OR WASHED DOWN AND ANY DAMAGES SUSTAINED ON THE WORK OF OTHERS SHALL BE REPAIRED TO ORIGINAL CONDITIONS.
6. ALL CONSTRUCTION AND LANDSCAPE RELATED WORK SHALL COMPLY WITH CITY OF WOODLAND STANDARD SPECIFICATIONS AND GUIDELINES.
7. THE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES IN LAYOUT, DIMENSIONING OR INCONGRUOUS EXISTING CONDITIONS PRIOR TO CONSTRUCTION.

PROJECT INFORMATION

APPLICANT NAME & CONTACT INFO:
CONTACT: MIKE G. ENGLE
CUNNINGHAM ENGINEERS INC.
2940 STAFFORD STREET, SUITE 200
DAVIS, CA 95618 PH: 530-758-2026

OWNER NAME & CONTACT INFO:
CONTACT: LEO HOCK
WOODLAND SPRINGLAKE PARTNERS, LP
10630 MATHER BLVD.
SACRAMENTO CA, 95655
(916) 313-3066

P.O.C. 'B':
PROJECT ADDRESS: PARKLAND AVENUE, WOODLAND CA (NORTHEAST CORNER)
TOTAL LANDSCAPED AREA: 4,020 SF
PROJECT TYPE: NEW
WATER SUPPLY TYPE: POTABLE

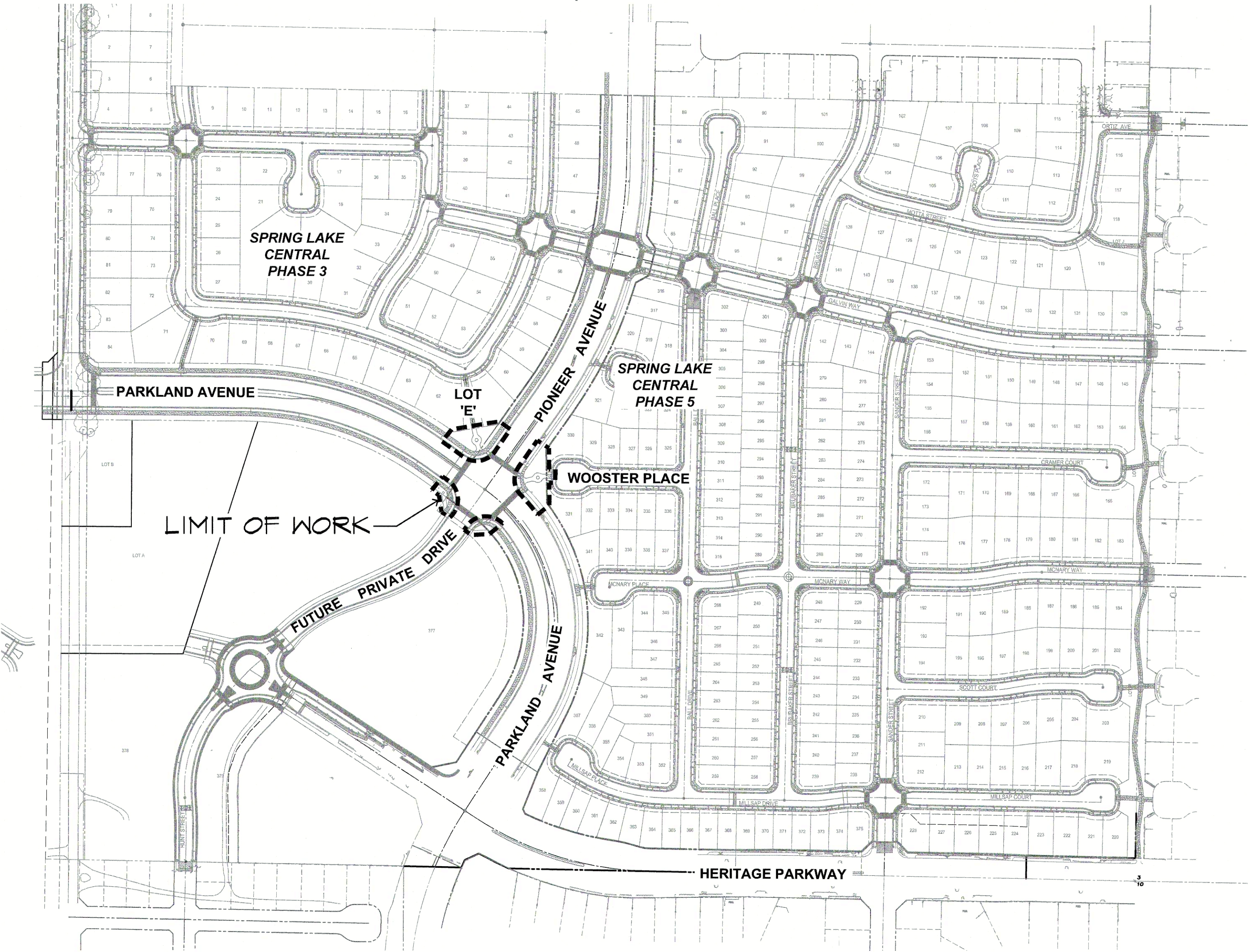
P.O.C. 'C':
PROJECT ADDRESS: PARKLAND AVENUE, WOODLAND CA (SOUTHEAST/SOUTHWEST)
TOTAL LANDSCAPED AREA: 1,190 SF
PROJECT TYPE: NEW
WATER SUPPLY TYPE: POTABLE

P.O.C. 'D':
PROJECT ADDRESS: PARKLAND AVENUE, WOODLAND CA (NORTHWEST CORNER)
TOTAL LANDSCAPED AREA: 3,940 SF
PROJECT TYPE: NEW
WATER SUPPLY TYPE: POTABLE

WATER CONSERVATION STATEMENT

I HAVE COMPLIED WITH THE CRITERIA OF THE WATER EFFICIENT LANDSCAPE ORDINANCE AND APPLIED SUCH CRITERIA FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN AND IRRIGATION DESIGN PLAN.

IRRIGATION DESIGNER'S SIGNATURE
10.15.18
DATE



SITE MAP

SCALE: 1" = 200'

NOTE: CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING THE CITY SENIOR TREE TRIMMER, FERNANDO MUÑOZ, AT 530-661-5908 OR 530-207-9997 FOR FIELD INSPECTIONS AT THE FOLLOWING TIMES:

1. AFTER IRRIGATION INSTALLATION PRIOR TO BACKFILLING;
2. UPON DELIVERY OF NURSERY STOCK;
3. UPON INSTALLATION OF PLANTING HOLES;
4. FINAL INSPECTION.

UTILITY REPRESENTATIVES			
UTILITY	REPRESENTATIVES		PHONE
U.S.A.			1-800-227-2600
GAS	P.G.&E.	CRYSTALE ALESSIO-MEDRANO	916-661-5668
ELECTRICITY	P.G.&E.	CRYSTALE ALESSIO-MEDRANO	916-661-5668
TELEPHONE	AT&T	BOB KEATING	707-258-3779
WATER	CITY	PUBLIC WORKS DEPT.	530-661-5962
SEWER	CITY	PUBLIC WORKS DEPT.	530-661-5962
DRAINAGE	CITY	PUBLIC WORKS DEPT.	530-661-5962
T.V. CABLE	WAVE BROADBAND	EVELYN CORTEZ	916-672-6817

DRAWING STATUS:

- ☐ BID SET - NOT FOR CONSTRUCTION
- ☒ PERMIT SET

DATE SIGNED: 10.15.18
THESE DRAWINGS ARE NOT CONSIDERED FINAL UNTIL THE LANDSCAPE ARCHITECT'S SEAL BELOW HAS BEEN SIGNED AND DATED.



LANDSCAPE IMPROVEMENT PLANS
GATEWAY MONUMENTS
AT PARKLAND/ PIONEER AVENUE

COVER SHEET

BENCH MARK #1: CITY OF WOODLAND CONTROL MONUMENT P-22: 1-1/2" BRASS DISC IN MONUMENT WELL STAMPED "CITY OF WOODLAND GPS SURVEY MONUMENT P-22" AT INTERSECTION OF E. GIBSON ROAD AND BOURN DR. EL: 48.715.

BENCH MARK #2: CITY OF WOODLAND CONTROL MONUMENT P-24: 3/4" REBAR "NO TAG" 42" EAST OF CL OF HARRY LORENZO AVENUE AND ON EAST PROJECTION OF FENCE AND 0.5 MILES SOUTH OF GIBSON ROAD. EL: 48.985.

CITY OF WOODLAND

APPROVED BY:
Brent Meyer
BRENT MEYER, CITY ENGINEER
DATE: 10/16/18

PROJECT ENGINEER'S SIGNATURE
BY: *Michael G. Engle*
MICHAEL G. ENGLE
DATE: 10.15.18 CRLA 4672

SCALE:
HORIZ. _____ VERT. _____

DATE: OCTOBER 2018

DESIGNED BY BK/LG

DRAWN BY BK/LG

REVIEWED BY MGE

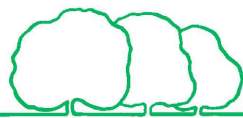
FILE: 1257.00-18

REVISIONS

NO.	DESCRIPTION	BY	DATE
		APPR.	DATE

SHEET NUMBER

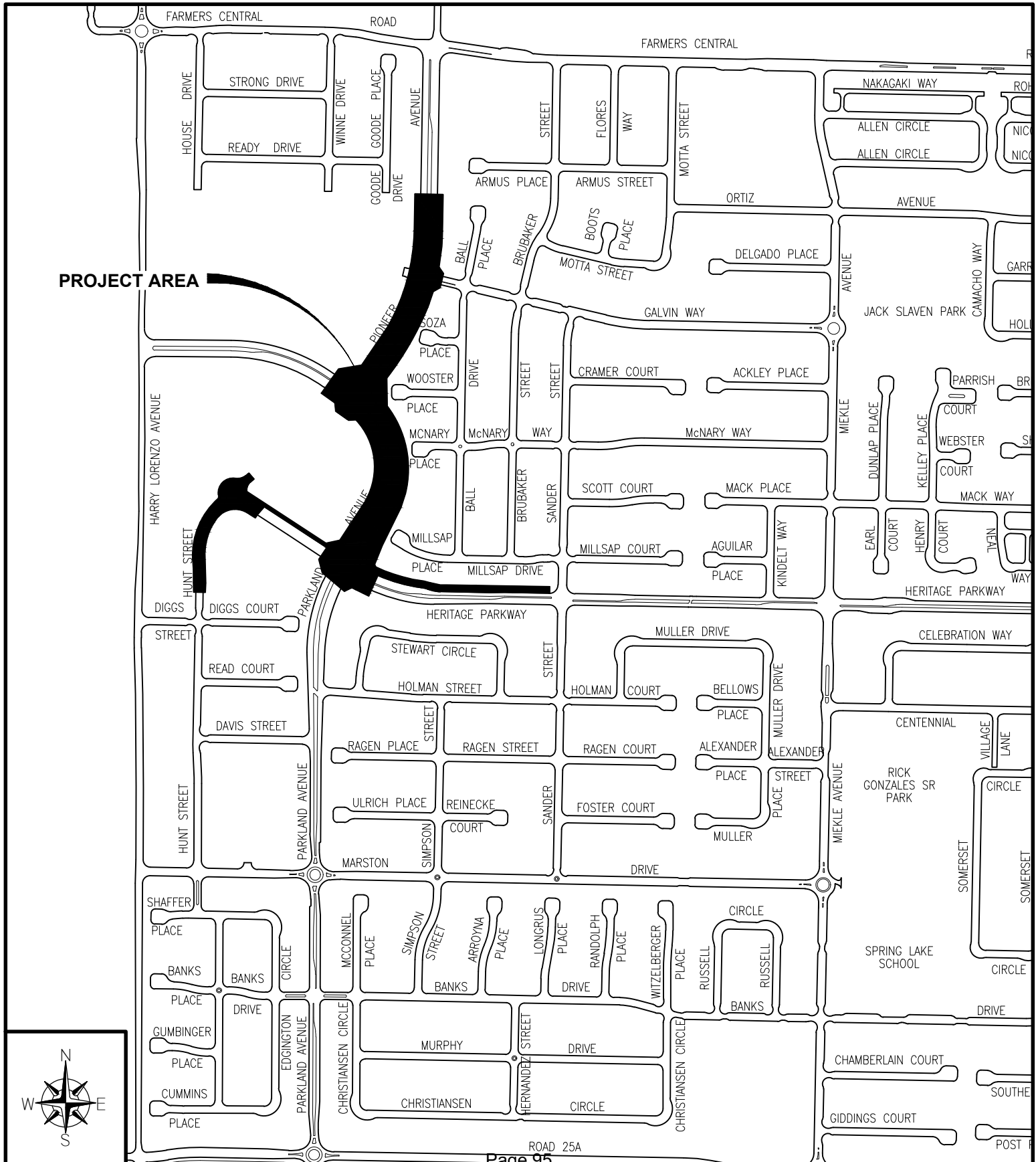
L1.1 OF **10**



City of Woodland

PUBLIC IMPROVEMENTS FOR SPRING LAKE SPECIFIC PLAN BACKBONE INFRASTRUCTURE
PROJECTS ENTITLED PARKLAND/PIONEER AVENUE WIDENING IMPROVEMENTS, HUNT STREET
IMPROVEMENTS, AND GATEWAY MONUMENTS AT PARKLAND/PIONEER AVENUE

LOCATION MAP





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.15
SUBJECT: Acquisition of Turf Material for the Woodland Sports Park Turf Replacement Project, CIP 19-19

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, awarding a contract to and authorizing the City Manager to execute a Goods Purchasing Agreement with Sprinturf, LLC in the amount of \$892,900 for turf material for the Woodland Sports Park Turf Replacement Project, CIP 19-19.

Staff Contact:

Brent Meyer, Acting Community Development Director/City Engineer, 530 661-5947,
brent.meyer@cityofwoodland.org

Fiscal Impact:

The approved capital budget for the project includes \$3.6 million consisting of \$2,970,000 of Measure E, \$330,000 of Measure F and \$300,000 of facilities replacement funding.

The total project cost is anticipated to be \$3,260,000 including the plan preparation costs, construction management, the goods purchase agreement, the construction contract and contingency.

Background:

The Sports Park turf fields were originally constructed in 2008 and 2009, and are in need of replacement. In planning out the construction work for this project, City staff began meeting with different turf vendors in March 2018. Staff found the turf replacement industry had evolved significantly since the fields were originally constructed. Many fields were being replaced with a pad underlayment beneath the turf material along with infill material alternatives to the crumb rubber in the existing fields.

Staff met multiple times with five different vendors between March 2018 and January 2020. Staff learned about the different types of pad systems as well as the different types of infill systems. Staff visited sites where fields were being constructed and also met with user groups at a field in Sacramento that had cork infill material. Staff was advised during this time period by a consultant with Callandar Associates Landscape Architecture, Inc., who has a significant amount of experience with designing and maintaining projects that include a turf element.

Discussion:

In April, the City received pricing information from five different vendors for the replacement of all five fields (see summary in Attachment A). Prior to that, staff had not yet decided what type of pad, infill and fill material to recommend because the City did not have sufficient cost information related to the various options. Pursuant to Attachment A, the City received costs for field replacement with crumb rubber and two levels of cost for turf with pad and infill material. After reviewing the pricing information with CSD staff, City management and the infrastructure committee, staff revised the pricing information request to only include a pad, alternative infill material, mid-range face weight and a 10 year warranty. The revised request for pricing information was sent to the three lowest vendors from the first round. In mid-May staff received revised pricing information from these

three vendors and the results are provided in Attachment B. Sprinturf, LLC (“Sprinturf”) provided the lowest cost estimate meeting the City’s specifications. After receiving the revised pricing, staff performed due diligence by checking references for Sprinturf.

Staff recommends the turf material be purchased directly from Sprinturf via a Goods Purchase Agreement. This is consistent with Section 3.32.140.E of the Woodland Municipal Code which provides that strict competitive bidding is not required when the following condition is met:

Purpose of Bidding is Otherwise Accomplished. When the Purchasing Officer and the authorized contracting party, with the approval of the City Manager, determines that it is in the best interest of the City and its administrative operations to dispense with public bidding for non-public projects under this chapter.

The construction contract for installation of the turf fields will be included in a separate Council action next month. The pad and cork/sand infill will be in the construction contract.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, awarding a contract to and authorizing the City Manager to execute a Goods Purchasing Agreement with Sprinturf, LLC in the amount of \$892,900 for turf material for the Woodland Sports Park Turf Replacement Project, CIP 19-19.

Prepared By: Brent Meyer, Acting Community Development Director/City Engineer



Ken Hiatt
Interim City Manager

Attachments:

1. Resolution
2. Woodland Sports Park Aerial
3. Attachment A - April Price Information Comparison
4. Attachment B - May Price Information Comparison

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND,
AWARDING A CONTRACT TO AND AUTHORIZING THE CITY MANAGER TO
EXECUTE A GOODS PURCHASE AGREEMENT WITH SPRINTURF, LLC FOR THE
WOODLAND SPORTS PARK TURF REPLACEMENT PROJECT, CIP 19-19**

WHEREAS, the Woodland Sports Park Turf Replacement Project, CIP 19-19 (“Project”) is included in the capital budget with a total budget of \$3,600,000; and

WHEREAS, the Project is needed to maintain an adequate playing surface at the Sports Park; and

WHEREAS, the Project will replace the existing playing surface for all five fields with an underlayment pad, turf and cork/sand infill and also make drainage improvements for the field; and

WHEREAS, the City received two rounds of pricing information from five turf vendors and determined Sprinturf, LLC (“Sprinturf”) is the lowest priced vendor meeting the City’s specifications; and

WHEREAS, the turf material may be purchased directly from Sprinturf via a Goods Purchasing Agreement in accordance with Section 3.32.140.E of the Woodland Municipal Code which provides strict competitive bidding is not required when the following condition is met:

Purpose of Bidding is Otherwise Accomplished. When the Purchasing Officer and the authorized contracting party, with the approval of the City Manager, determines that it is in the best interest of the City and its administrative operations to dispense with public bidding for non-public projects under this chapter; and

WHEREAS, the City has already conducted a bidding process and determined Sprinturf to be the lowest priced vendor able to meet the City’s needs and specifications.

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

Section 1. The Recitals set forth above are true and correct and are incorporated herein.

Section 2. Based on the City’s above described review and Woodland Municipal Code section 3.32.140.E, the City Council hereby approves the direct award of a contract for the turf material to Sprinturf in the amount of \$892,900. The City Manager is hereby authorized and directed to execute the Goods Purchase Agreement with Sprinturf for the turf material, subject to City Attorney approval. The City Attorney is hereby authorized to make clarifying and conforming changes so long as the total dollar amount authorized herein does not change.

Section 2. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 21st day of July 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Rich Lansburgh, Mayor

Ana B. Gonzalez, City Clerk

WOODLAND SPORTS PARK FIELD LAYOUT



WOODLAND SPORTS PARK TURF REPLACEMENT PROJECT

Attachment A - Preliminary Price Information Comparison 4/13/2020

Consideration for Pricing	SprinTurf	Shaw Sports Turf	AstroTurf	SporTurf	FieldTurf
Low-Range Turf & Crum Rubber Infill	\$ 2,142,132.00	\$ 2,379,267.00	\$ 2,502,645.00	\$ 3,470,720.50	\$ 2,532,069.00
Low-Range Turf, Pad & Alternative Infill*	\$ 2,994,907.00	\$ 3,680,796.00	3,150,170.32 3,740,738.32	\$ 4,406,158.16	
Mid-Range Turf, Pad & Alternative Infill*	\$ 3,090,607.00		3,829,434.32 4,420,002.32		\$ 3,438,619.37

WOODLAND SPORTS PARK TURF REPLACEMENT PROJECT

Attachment B - Preliminary Price Information Comparison 5/14/2020

	SprinTurf	AstroTurf	FieldTurf
Replacement of Turf at all five fields Mid-Range Turf, Pad, Cork/Sand Infill, 10 Year Warranty	\$ 3,039,772	\$ 4,562,393	\$ 3,775,997



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: I.16
SUBJECT: Grant Application for Permanent Local Housing Allocation Program

Recommendation for Action: Staff recommends that the City Council (1) Determine by a four-fifths vote that there is a need to continue the emergency action to construct a temporary homeless shelter at County Road 102 and East Beamer Street in accordance with Public Contract Code Section 22050; and (2) Adopt Resolution No. _____, approving the submittal of a grant application through the State's Permanent Local Housing Allocation Program to fund affordable housing efforts and homeless-related initiatives.

Staff Contact

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

Fiscal Impact

There is no impact to the General Fund. It is estimated that the City will receive \$1,493,934 through the State's Permanent Local Housing Allocation (PLHA) program during a five-year period with a first year allocation of \$248,989.

Background

On April 21, 2020, the City Council declared conditions of emergency and authorized the performance of the Emergency Shelter Project without public bidding and determined that the Emergency Shelter Project is exempt from the requirements of the California Environmental Quality Act as a project undertaken to prevent or mitigate an emergency. The City Council subsequently continued its emergency action at its May 5, 2020, May 19, 2020, June 2, 2020, June 16, 2020, and July 7, 2020 meetings by unanimous votes of 5-0 or a vote of 4-0 (July 7, 2020). Staff bid out construction of the Emergency Shelter Project on May 5 to four general contractors, staff advertised for the purchase of the commercial modular trailer on May 15, 2020, the City Council awarded a construction contract to Broward Builders, Inc. on June 16, 2020, with construction beginning on June 22, 2020, and the City Council awarded contracts to two vendors on July 7, 2020 for the purchase of commercial modular trailers.

Senate Bill 2 established a permanent source of funding for affordable housing through a \$75 fee charged on the recording of certain types of real estate documents, excluding sales of residential and commercial property. Starting this year, the State will allocate 70 percent of the SB 2 revenue to cities and counties with the initial allocation based on the 2019 SB 2 revenues collected by the State. To obtain funds through the PLHA program, a city or county must have a housing element in compliance, submit a housing element annual performance report to the State, and submit a PLHA program application to the State.

Discussion

The City Council's emergency action on April 21 was taken in response to the sudden emergency of COVID-19 and the need to take immediate action so that unsheltered homeless people living in the City can have additional indoor shelter options as well as additional health and sanitation resources. Because these conditions persist, there is a need to continue the City Council's emergency action.

The City's PLHA program application will cover a period of five years with an estimated grant amount of \$1,493,934. The first year allocation of \$248,989 is a confirmed amount, but subsequent annual allocations may be more or less than the first year and the City may end up receiving less than \$1,493,934 during the five-year period. As part of its application, the City must provide a plan detailing how the allocation funds will be used for eligible activities. Eligible activities under the PLHA program are broad, cover ten areas, and include development of affordable housing (rental and ownership), rental assistance for affordable housing, operating and capital costs for emergency shelters, and down payment assistance for home ownership programs.

Staff recommends that the City use its allocation for affordable rental housing (activity 1) and homeless-related initiatives (activity 2). The City's first year PLHA program allocation, \$248,989, has been included in the FY21 budget and includes support for the Homeless Services Manager position, Extended Shelter (sheltering up to 30 single adults at the Old Yolo County Jail), and Countywide Homeless Coordination Project. Funding support for homeless-related initiatives will need to continue beyond the City's first year PLHA program allocation. Key areas will be continuing to support a Homeless Services Manager position that is engaged and working with the City's Homeless Outreach Street Team, community nonprofits, and Yolo County to get homeless individuals into services, shelter, and ultimately permanent housing and supporting the operation of the Emergency Shelter Project. Use of the City's PLHA program allocation for affordable rental housing may take several forms including pre-development loans for affordable rental projects. It should be noted the two proposed activities for the City's PLHA program application (activities 1 and 2) are broad and specific efforts funded will require City Council approval on an ongoing basis primarily through the annual budget process.

PLHA Program Eligible Activities (from PLHA Program Notice of Funding Availability)

1. Predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, and rental housing affordable to extremely low-, very low-, or moderate-income households, including necessary operation subsidies.
2. Predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including accessory dwelling units (ADUs) meeting the needs of a growing workforce earning up to 120 percent of area median income (AMI), or 150 percent of AMI in high-cost areas. (*Yolo County is considered a high cost area.*)
3. Matching portions of funds placed into local or regional housing trust funds.
4. Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of Health and Safety Code Section 34176.
5. Capitalized Reserves for services connect to the preservation and creation of new permanent supportive housing.
6. Assisting persons who are experiencing or at risk of homelessness, including but not limit to, providing rapid rehousing, rental assistance, supportive/case management services, that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.
 - a. This activity may include subawards to administrative entities as defined in HSC Section 50490(a)(1-3) that were awarded California Emergency Solutions and Housing (CESH) Program or Homeless Emergency Aid Program (HEAP) funds for rental assistance to continue assistance to these households.

b. Applicants must provide rapid rehousing, rental assistance, navigation centers, emergency shelter, and transitional housing activities in a manner consistent with the Housing First practices described in 25 CCR, Section 8409, subdivision (b)(1)-(6) and in compliance with Welfare Institutions Code (WIC) Section 8255(b)(8). An applicant allocated funds for the new construction, rehabilitation, and preservation of permanent supportive housing shall incorporate the core components of Housing First as provided in WIC Section 8255(b).

7. Accessibility modifications in lower-income owner-occupied housing.
8. Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.
9. Homeownership opportunities, including, but not limited to, down payment assistance.
10. Fiscal incentive made by a county to a city with the county to incentivize approval of one or more affordable housing projects, or matching funds invested by a county in an affordable housing development project in a city within the county, provided that the city has made an equal or greater investment in the project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing project. Matching funds investments by both the county and city shall also be a grant or low-interest deferred loan to the affordable housing project.

Twenty percent of the moneys in the fund are required by statute to be expended for Affordable Owner-Occupied Workforce Housing (AOWH). If funding proposed in local government plans for AOWH is lower than 20 percent of the moneys available in the funds, the Department may require local governments to use a specific percentage of their annual formula allocations in some future year for AOWH activities as part of the annual funding process.

Conclusion

Staff recommends that the City Council (1) Determine by a four-fifths vote that there is a need to continue the emergency action to construct a temporary homeless shelter at County Road 102 and East Beamer Street in accordance with Public Contract Code Section 22050; and (2) Adopt Resolution No. _____, approving the submittal of a grant application through the State's Permanent Local Housing Allocation Program to fund affordable housing efforts and homeless-related initiatives.

Prepared by: Dan Sokolow, Senior Planner

Reviewed by: Christine Engel, Community Services Director



Ken Hiatt
Interim City Manager

Attachments:

1. PLHA Reso July 21, 2020
2. NOFA

**RESOLUTION NO.
CITY OF WOODLAND**

AUTHORIZING RESOLUTION

A majority of the Councilmembers of the City of Woodland, a municipality, hereby consents to, adopts and ratifies the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)).
- B. WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation.
- D. WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients;

NOW THEREFORE BE IT RESOLVED THAT:

- 1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
- 2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA **\$1,493,934** in accordance with all applicable rules and laws.
- 3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.

4. Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
5. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).
6. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
7. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
8. Ken Hiatt, Interim City Manager, is authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Woodland this 21st day of July, 2020 by the following vote:

AYES:
ABSTENTIONS:
NOES:
ABSENT:

Signature of Approving Officer

Rich Lansburgh, Mayor

CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Officer of the City of Woodland does hereby attest and certify that the [foregoing / attached] Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the City Council which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST: _____
Ana B. Gonzalez, City Clerk

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**DIVISION OF FINANCIAL ASSISTANCE**

2020 W. El Camino Avenue, Suite 670
Sacramento, CA 95833
(916) 263-2771 / FAX (916) 263-2763
www.hcd.ca.gov



February 26, 2020

MEMORANDUM FOR: All Potential Applicants

FROM: Jennifer Seeger, Acting Deputy Director
Division of Financial Assistance

SUBJECT: **Permanent Local Housing Allocation Program
Entitlement and Non-entitlement Local Government
Formula Component Notice of Funding Availability**

A handwritten signature in blue ink, appearing to read "J Seeger", is placed over the "FROM:" field.

The California Department of Housing and Community Development (Department) is pleased to announce the release of this Entitlement and Non-entitlement Local government formula component Notice of Funding Availability for approximately **\$195 million** for the Permanent Local Housing Allocation (PLHA) program. This funding provides grants to Entitlement and Non-entitlement Local governments in California for housing-related projects and programs that assist in addressing the unmet housing needs of their local communities.

The Department will begin accepting Program applications on **April 27, 2020** through 5:00 p.m. Pacific Standard Time on **July 27, 2020**. The Department will only accept applications through a postal carrier service such as U.S. Postal Service, UPS, FedEx, or other carrier services that provide date stamp verification confirming delivery to the Department's office. Please contact the Department if delivery is not completed by fault of the carrier service. The delivery address is:

California Department of Housing and Community Development
Division of Financial Assistance, Program Design and Implementation
Permanent Local Housing Allocation Program
2020 West El Camino Avenue, Suite 150
Sacramento, CA 95833

Personal deliveries will not be accepted. No facsimiles, incomplete applications, application revisions, electronically transmitted, or walk-in application packages will be accepted.

The PLHA application forms, workshop details, and Guidelines are posted on the Department's [website](http://www.hcd.ca.gov). To receive information on workshops and other updates, please subscribe to the PLHA listserv. If you have any further questions, please contact PLHA@hcd.ca.gov.

Attachment

Permanent Local Housing Allocation Program

Entitlement and Non-entitlement Local Government Formula Component

Notice of Funding Availability



**Gavin Newsom, Governor
State of California**

**Lourdes Castro Ramirez, Secretary
Business, Consumer Services and Housing Agency**

**Douglas R. McCauley, Acting Director
Department of Housing and Community Development**

2020 West El Camino Avenue, Suite 500, Sacramento, CA 95833
Telephone: (916) 263-2771

Website: <http://www.hcd.ca.gov/grants-funding/active-funding/plha.shtml>

Email: PLHA@hcd.ca.gov

February 26, 2020

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Permanent Local Housing Allocation
Entitlement and Non-Entitlement Local Government Formula Component
Notice of Funding Availability

I. Overview

A. Notice of Funding Availability

The California Department of Housing and Community Development (Department) is announcing the availability of approximately **\$195 million** in funding for the Permanent Local Housing Allocation (PLHA) program Entitlement and Non-entitlement Local government formula component Notice of Funding Availability (NOFA). This NOFA is funded from moneys deposited in the Building Homes and Jobs Trust Fund (Fund) in calendar year 2019.

Funding for this NOFA is provided pursuant to Senate Bill (SB) 2 (Chapter 364, Statutes of 2017). SB 2 established the Fund and authorizes the Department to allocate 70 percent of moneys collected and deposited in the Fund, beginning in calendar year 2019, to Local governments for eligible housing and homelessness activities. The intent of the bill is to provide a permanent, on-going source of funding to Local governments for housing-related projects and programs that assist in addressing the unmet housing needs of their local communities.

For the 2019-20 fiscal year, the Department will issue two separate NOFAs to award the (PLHA) funds:

1. Entitlement and Non-entitlement Local government formula component NOFA; and
2. Non-entitlement Local government competitive component NOFA (anticipated in August 2020).

This NOFA outlines threshold and application requirements for Entitlement Local governments and Non-entitlement Local governments as defined in Guidelines Section 101. Entitlement Local governments are metropolitan cities and urban counties that received a CDBG grant for fiscal year 2017 pursuant to the federal formula specified in 42 USC Section 5306.

B. Timeline

NOFA Release Date	February 26, 2020
Application Submittal	April 27, 2020 – July 27, 2020
Award Announcement	August, 2020 – October, 2020

C. Authorizing Legislation and Regulations

SB 2 (Chapter 364, Statutes of 2017) established the PLHA program. The program operates under the requirements of Health and Safety Code (HSC), Part 2 of Division 31, Chapter 2.5 (commencing with Section 50470).

Section 50470 (b)(2)(B)(i) of the HSC authorizes the Department to allocate 70 percent of the moneys collected and deposited in the Fund, beginning in calendar year 2019, for the PLHA program.

Section 50470 (b)(2)(B)(i)(I) of the HSC requires the Department to allocate 90 percent of PLHA funds based on the federal CDBG formula specified in 42 USC, Section 5306, except that the portion allocated to Non-entitlement Local governments is required to be distributed through a competitive grant program for Non-entitlement Local governments.

Section 50470 (b)(2)(B)(i)(II) of the HSC requires the Department to allocate the remaining 10 percent of PLHA funds equitably to Non-entitlement Local governments.

Section 50470 (d) authorizes the Department to adopt Guidelines to implement the PLHA program, not subject to the rulemaking provisions of the California Administrative Procedure Act.

This NOFA governs the administration of funding from the Fund (created by Section 50470, subdivision (a)(1) and appropriated by item 2240-103-3317 in the Budget Act of 2019) and made available under the PLHA program.

Capitalized terms not otherwise defined in this NOFA shall have the meanings set forth in Guidelines Section 101.

II. Program requirements

The following is provided as a summary for the allocation of the PLHA funds to Entitlement and Non-entitlement Local governments and is not to be considered a complete representation of the eligibility, threshold, or other requirements, terms and conditions.

A. Eligible Applicants

An Applicant must be an Entitlement Local government, a Non-entitlement Local government, or a Local or Regional Housing Trust Fund delegated by the Local government pursuant to Guidelines Section 300.

A Local government that delegates another Local government to submit an application and administer the formula component of PLHA funds on its behalf must enter into a legally binding agreement with the Local government, as set forth in Guidelines Section 300(c).

A Local government that delegates a Local or Regional Housing Trust Fund to submit an application and administer the formula component of PLHA funds on its behalf must enter into a legally binding agreement with the Local or Regional Housing Trust Fund, as set forth in Guidelines Section 300(d).

B. Eligible Activities

Pursuant to Guidelines Section 301(a), the PLHA funds allocated to eligible Applicants must be used to carry out one or more of the eligible activities listed below:

1. The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary Operating subsidies.
2. The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of Area Median Income (AMI), or 150 percent of AMI in High-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days. See Appendix B for a list of High-cost areas in California.
3. Matching portions of funds placed into Local or Regional Housing Trust Funds.
4. Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.
5. Capitalized Reserves for Services connected to the preservation and creation of new Permanent supportive housing.
6. Assisting persons who are experiencing or At risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.
 - a. This Activity may include subawards to Administrative Entities as defined in HSC Section 50490(a)(1-3) that were awarded California Emergency Solutions and Housing (CESH) Program or Homeless Emergency Aid Program (HEAP) funds for rental assistance to continue assistance to these households.
 - b. Applicants must provide rapid rehousing, rental assistance, navigation centers, emergency shelter, and transitional housing activities in a manner consistent with the Housing First practices described in 25 CCR, Section 8409, subdivision (b)(1)-(6) and in compliance with Welfare Institutions Code (WIC) Section 8255(b)(8). An Applicant allocated funds

for the new construction, rehabilitation, and preservation of Permanent supportive housing shall incorporate the core components of Housing First, as provided in WIC Section 8255(b).

7. Accessibility modifications in Lower-income Owner-occupied housing.
8. Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.
9. Homeownership opportunities, including, but not limited to, down payment assistance.
10. Fiscal incentives made by a county to a city within the county to incentivize approval of one or more Affordable housing projects, or matching funds invested by a county in an Affordable housing development project in a city within the county, provided that the city has made an equal or greater investment in the project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an Affordable housing project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the Affordable housing project.

Twenty percent of the moneys in the Fund are required by statute to be expended for Affordable Owner-Occupied Workforce Housing (AOWH). If funding proposed in Local government Plans for AOWH activities is lower than 20 percent of the moneys available in the Fund, the Department may require Local governments to use a specific percentage of their annual formula allocations in some future year for AOWH activities as part of the annual funding process.

C. Allocation of Funding and Award Limits

An Entitlement and a Non-entitlement Local government are eligible for an allocation of PLHA funds. See Appendix A for allocation of PLHA funds to each Entitlement and Non-entitlement Local government for fiscal year 2019-20.

The PLHA funds allocated to each Entitlement Local government is directly proportionate to each Entitlement Local government's share of total 2017 Community Development Block Grant (CDBG) allocation in California.

The PLHA funds allocated to each Non-entitlement Local government is based on the sum of:

1. Fifty percent of the funding available for the Non-entitlement formula component divided by the number of Local governments eligible for the Non-entitlement formula component; and
2. Fifty percent of the funding available for the Non-entitlement formula component allocated in proportion to each Non-entitlement Local government's share of the total most severe housing need in California's Non-entitlement Local governments, based upon the most recent U.S. Department of Housing and

Urban Development (HUD) Comprehensive Housing Affordability Strategy (CHAS) data.

Two or more Local governments may expend PLHA funds on an eligible jointly funded project, provided the project is an eligible Activity pursuant to Guidelines Section 301(a), and will be located within the boundaries of one of the Local governments.

An Applicant eligible for an allocation of PLHA funds must comply with the Deadline and Funding Requirements set forth in Guidelines Section 304.

In order to avoid amending the Department Standard Agreement each year, and to expedite the disbursement of PLHA funds, the Department Standard Agreement and the Applicant's PLHA resolution shall include a five-year estimate of PLHA formula allocations, as stated in Appendix C, as the maximum funding amount. The actual amounts may be lower, and the disbursements will be based on the actual allocation amounts. Please be advised that no funding from any subsequent year will be disbursed if the Local government is not in compliance with the Housing Element requirement and the Housing Element Annual Progress Report requirement stated in Guidelines Section 302(a) and (b), or in the event that the Local government has not submitted its annual PLHA report, as required by Guidelines Section 503. In addition, the grantee must be in compliance with Guidelines Sections 300(e) and 502. For a list of jurisdictions currently ineligible for PLHA funds due to the Housing Element and/or Annual Progress Report requirement, please refer to Appendix D.

D. Program Administrative and Activity Delivery Costs

A Local government that receives an allocation award under this NOFA shall not use more than 5 percent of the allocation for administrative costs related to the execution of eligible activities.

Staff and overhead costs directly related to carrying out the eligible activities described in Guidelines Section 301(a) are "activity costs" and not subject to the cap on "administrative costs." A Local government may share any funds available for administrative costs with entities to which it provides funding.

Predevelopment expenses for construction projects funded by PLHA funds, and costs to develop and prepare the PLHA application and Plan may be paid from the PLHA funds regardless of when the costs were incurred. Reimbursement of expenses to prepare the PLHA application and Plan are subject to the cap on administrative costs. Other costs incurred more than one year prior to commitment by the Local government may not be paid from the PLHA funds.

E. Application Requirements

An Applicant must submit a complete application and other documents by the deadline stated in this NOFA. Applications submitted in response to this NOFA must meet the threshold requirements set forth in Guidelines Section 302.

F. Administration and Reporting Requirements

A grantee of the PLHA funds must meet the administration requirements set forth in Guidelines Sections 500 and 501, and reporting requirements in Section 503.

III. Application Submission and Review Procedures

Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format, not a PDF document. Applications that do not meet the program requirements outlined in this NOFA will not be eligible for funding. Application forms are available for download on the [PLHA webpage](#).

A. Application Submission Process

A complete original application with original signature, and an electronic copy on Compact Disc or USB flash drive with all applicable information can be submitted to the Department between **April 27, 2020** and **July 27, 2020**. No applications will be accepted after **5:00 p.m. Pacific Standard Time on July 27, 2020**. The Department will only accept applications through a postal carrier service such as U.S. Postal Service, UPS, FedEx, or other carrier services that provide date stamp verification confirming delivery to the Department's office. Please contact the Department if delivery is not completed by fault of the carrier service. The delivery address is:

California Department of Housing and Community Development
Division of Financial Assistance, PDI
Permanent Local Housing Allocation Program
2020 West El Camino Avenue, Suite 150
Sacramento, CA 95833

Personal deliveries will not be accepted. No facsimiles, incomplete applications, application revisions, electronically transmitted, or walk-in application packages will be accepted. Applications that do not meet the filing deadline requirements will not be eligible for funding.

It is the Applicant's responsibility to ensure that the application is clear, complete, and accurate. The Department may request additional clarifying information and/or inquire as to where in the application specific information is located. However, missing and/or forgotten application information or documentation may cause the application not to pass threshold.

Those Applicants that are notified they did not pass threshold requirements will have the opportunity to appeal.

B. Application Workshops

Applicants are strongly encouraged to attend a PLHA workshop to gain information critical for preparing the application, which will be discussed at the workshop. PLHA

workshop dates, times, and locations are located on the Department's [PLHA webpage](#). These in-person workshops will cover the NOFA and application.

IV. Appeals

A. Basis of Appeals

1. Upon receipt of the Department's notice that an application has been determined to be incomplete, ineligible, or fail threshold review, Applicants under this NOFA may appeal such decision(s) to the Department pursuant to this section.
2. No Applicant shall have the right to appeal a decision of the Department relating to another Applicant's eligibility, award, denial of award, or any other matter related thereto.
3. The appeal process provided herein applies solely to decisions of the Department made in this NOFA and does not apply to any decisions to be made pursuant to future NOFAs.

B. Appeal Process and Deadlines

1. **Process.** In order to file an appeal, an Applicant must submit a written appeal to the Department, which states all relevant facts, arguments, and evidence upon which the appeal is based. Furthermore, the Applicant must provide a detailed description of how the application is complete, eligible or meets threshold requirements, as applicable, or provide additional information to resolve the Department's determination. Appeals are to be submitted to the Department at PLHA@hcd.ca.gov according to the deadline set forth in Department review letters.
2. **Filing Deadline.** Appeals must be received by the Department no later than five (5) business days from the date of the Department's threshold review letter representing the Department's decision made in response to the application.

C. Decisions

Any request to appeal the Department's decision regarding an application shall be reviewed for compliance with the Guidelines and this NOFA. All decisions rendered shall be final, binding, and conclusive, and shall constitute the final action of the Department.

D. Award Announcements and Contracts

The Department anticipates issuing award letters between August 2020 and October 2020. Award recommendations will be posted on the [PLHA webpage](#).

V. Other terms and conditions

A. Right to Modify or Suspend

The Department reserves the right, at its sole discretion, to suspend, amend, or modify the provisions of this NOFA at any time, including, without limitation, the amount of funds available hereunder. If such an action occurs, the Department will notify all interested parties and will post the revisions to the Department's website.

B. Disclosure of Application

Information provided in the application will become a public record and available for review by the public, pursuant to the California Public Records Act (Gov. Code section 6250 et seq.). As such, any materials provided will be disclosed to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including, but not limited to, bank account numbers, personal phone numbers, and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request.

C. Conflicts

In the event of any conflict between the terms of this NOFA and either applicable state or federal law or regulation, the terms of the applicable state or federal law or regulation shall control. Applicants are deemed to have fully read and understand all applicable state and federal laws, and regulations pertaining to PLHA, and understand and agree that the Department shall not be responsible for any errors or omissions in the preparation of this NOFA.

APPENDICES

Appendix A: Entitlement and Non-entitlement Local Government Formula Allocation for Fiscal Year 2019-20.

Entitlement Local Government		Non-entitlement Local Government	
Local Government	Funding Amount	Local Government	Funding Amount
Alameda	\$558,765	Alpine County	\$68,065
Alameda County	\$933,865	Alturas	\$79,305
Alhambra	\$465,628	Amador City	\$65,861
Aliso Viejo	\$119,177	Amador County	\$134,185
Anaheim	\$2,155,285	American Canyon	\$117,435
Antioch	\$394,235	Anderson	\$103,770
Apple Valley	\$287,561	Angels	\$81,289
Bakersfield	\$1,730,902	Arcata	\$176,062
Baldwin Park	\$488,178	Artesia	\$135,728
Bellflower	\$513,624	Arvin	\$138,593
Berkeley	\$1,293,584	Atwater	\$158,209
Buena Park	\$369,242	Auburn	\$119,859
Burbank	\$477,182	Avenal	\$104,652
Camarillo	\$135,354	Benicia	\$141,459
Carlsbad	\$272,582	Biggs	\$70,710
Carson	\$414,730	Bishop	\$83,713
Cathedral City	\$283,223	Blue Lake	\$68,285
Cerritos	\$109,213	Brawley	\$151,156
Chico	\$390,348	Butte County	\$333,428
Chino	\$249,365	Calaveras County	\$206,477
Chino Hills	\$177,285	Calexico	\$203,832
Chula Vista	\$1,059,483	Calimesa	\$88,783
Citrus Heights	\$312,759	Calipatria	\$77,101
Clovis City	\$365,609	Calistoga	\$85,256
Compton	\$769,720	Capitola	\$105,092
Concord	\$488,785	Carmel-by-the-Sea	\$81,950
Contra Costa County	\$2,170,178	Chowchilla	\$110,382
Corona	\$582,003	Clearlake	\$145,867
Costa Mesa	\$528,581	Coalinga	\$103,109
Cupertino City	\$165,510	Colfax	\$72,032
Daly City	\$511,821	Colusa	\$85,917
Davis	\$302,924	Colusa County	\$83,493
Delano City	\$325,124	Corcoran	\$113,908
Downey	\$520,279	Corning	\$92,529
El Cajon	\$645,382	Crescent City	\$80,848
El Centro (Colonia Only)	\$245,998	Del Norte County	\$140,797

Entitlement Local Government		Non-entitlement Local Government	
Local Government	Funding Amount	Local Government	Funding Amount
El Monte	\$847,292	Dinuba	\$148,291
Elk Grove	\$439,787	Dixon	\$115,451
Encinitas	\$156,044	Dorris	\$66,522
Escondido	\$842,911	Dos Palos	\$82,832
Fairfield	\$390,910	Dunsmuir	\$72,032
Fontana	\$981,122	El Centro	\$216,175
Fountain Valley	\$144,608	El Dorado County	\$479,995
Fremont	\$641,160	Etna	\$67,183
Fresno	\$3,407,603	Eureka	\$187,522
Fresno County	\$1,643,348	Exeter	\$97,819
Fullerton	\$688,452	Farmersville	\$98,260
Garden Grove	\$994,343	Ferndale	\$71,150
Gardena	\$329,877	Firebaugh	\$95,395
Gilroy City	\$244,259	Fort Bragg	\$106,856
Glendale	\$867,025	Fort Jones	\$69,167
Glendora City	\$130,258	Fortuna	\$108,619
Goleta	\$94,015	Fowler	\$81,069
Hanford	\$295,468	Glenn County	\$106,856
Hawthorne	\$612,819	Grass Valley	\$135,508
Hayward	\$651,735	Greenfield	\$139,916
Hemet	\$402,536	Gridley	\$92,529
Hesperia	\$505,777	Grover Beach	\$121,182
Huntington Beach	\$548,495	Guadalupe	\$101,125
Huntington Park	\$651,678	Gustine	\$73,575
Indio City	\$455,962	Hidden Hills	\$71,371
Inglewood	\$735,776	Hollister	\$180,249
Irvine	\$757,977	Holtville	\$82,611
Kern County	\$2,160,344	Humboldt County	\$344,448
La Habra	\$388,867	Huron	\$99,582
La Mesa	\$188,809	Imperial	\$91,427
Laguna Niguel	\$153,414	Imperial County	\$173,858
Lake Elsinore	\$248,527	Indian Wells	\$88,783
Lake Forest	\$221,070	Industry	\$65,596
Lakewood	\$270,847	Inyo County	\$103,770
Lancaster	\$694,855	lone	\$75,338
Livermore	\$208,540	Jackson	\$87,460
Lodi	\$336,265	King City	\$134,185
Lompoc	\$227,027	Kings County	\$163,499
Long Beach	\$2,926,784	Lake County	\$241,741
Los Angeles	\$26,219,573	Lakeport	\$79,305
Los Angeles County	\$11,025,126	Lassen County	\$102,007
Lynwood	\$631,387	Lemoore	\$145,205

Entitlement Local Government		Non-entitlement Local Government	
Local Government	Funding Amount	Local Government	Funding Amount
Madera	\$422,319	Lincoln	\$203,171
Marin County	\$725,571	Lindsay	\$117,214
Menifee	\$251,604	Live Oak	\$89,664
Merced	\$518,719	Livingston	\$108,839
Milpitas City	\$238,595	Loomis	\$81,730
Mission Viejo	\$206,683	Los Banos	\$188,184
Modesto	\$969,747	Loyalton	\$67,624
Montebello	\$316,758	Madera County	\$273,920
Monterey	\$116,419	Mammoth Lakes	\$81,730
Monterey County	\$648,380	Maricopa	\$66,742
Monterey Park	\$318,871	Marina	\$157,548
Moreno Valley	\$1,029,809	Mariposa County	\$128,455
Mountain View	\$256,551	Marysville	\$110,382
Napa City	\$318,210	McFarland	\$112,806
National City	\$393,191	Mendocino County	\$349,958
Newport Beach	\$169,613	Merced County	\$310,947
Norwalk	\$592,762	Modoc County	\$76,440
Oakland	\$3,704,475	Mono County	\$77,101
Oceanside	\$649,151	Montague	\$68,726
Ontario	\$920,018	Mount Shasta	\$89,885
Orange	\$607,483	Napa County	\$143,222
Orange County	\$1,272,164	Nevada City	\$78,865
Oxnard	\$1,158,429	Nevada County	\$306,319
Palm Desert	\$171,306	Orange Cove	\$101,345
Palm Springs	\$192,237	Orland	\$92,529
Palmdale	\$779,064	Oroville	\$137,051
Palo Alto	\$231,496	Pacific Grove	\$118,757
Paradise	\$93,596	Palos Verdes Estates	\$96,717
Paramount City	\$438,197	Parlier	\$133,524
Pasadena	\$936,076	Pismo Beach	\$99,582
Perris City	\$466,532	Placer County	\$455,090
Petaluma	\$184,357	Placerville	\$110,823
Pico Rivera	\$338,973	Plumas County	\$121,182
Pittsburg	\$317,683	Plymouth	\$67,404
Placentia	\$214,774	Point Arena	\$67,404
Pleasanton City	\$151,089	Portola	\$75,338
Pomona	\$1,068,445	Rancho Mirage	\$172,094
Porterville	\$342,754	Red Bluff	\$124,047
Rancho Cordova City	\$285,366	Rio Dell	\$79,085
Rancho Cucamonga	\$450,476	Rio Vista	\$96,276
Rancho Santa Margarita	\$101,396	Riverbank	\$122,063
Redding	\$336,814	San Benito County	\$121,182

Entitlement Local Government		Non-entitlement Local Government	
Local Government	Funding Amount	Local Government	Funding Amount
Redondo Beach	\$130,830	San Joaquin	\$78,644
Redwood City	\$347,719	San Juan Bautista	\$75,999
Rialto	\$597,786	San Juan Capistrano	\$236,452
Riverside	\$1,622,125	Sand City	\$67,139
Riverside County	\$3,996,171	Santa Cruz County	\$565,952
Rocklin City	\$134,638	Scotts Valley	\$103,770
Rosemead	\$343,238	Shasta County	\$286,924
Roseville	\$313,366	Shasta Lake	\$102,227
Sacramento	\$2,357,067	Sierra County	\$67,624
Sacramento County	\$2,720,826	Siskiyou County	\$142,120
Salinas	\$1,006,847	Solano County	\$128,234
San Bernardino	\$1,622,027	Soledad	\$120,961
San Bernardino County	\$3,459,141	Sonora	\$91,427
San Buenaventura	\$357,439	South Lake Tahoe	\$165,703
San Clemente	\$189,040	St. Helena	\$89,003
San Diego	\$5,790,183	Suisun City	\$154,683
San Diego County	\$1,979,966	Susanville	\$93,191
San Francisco	\$8,718,035	Sutter County	\$116,333
San Joaquin County	\$1,310,193	Sutter Creek	\$78,644
San Jose	\$4,348,646	Taft	\$90,546
San Leandro	\$349,960	Tehama	\$65,596
San Luis Obispo County	\$872,502	Tehama County	\$186,685
San Marcos City	\$319,178	Trinidad	\$66,081
San Mateo	\$341,894	Trinity County	\$121,622
San Mateo County	\$1,209,550	Truckee	\$104,652
Santa Ana	\$2,803,706	Tulare County	\$583,584
Santa Barbara	\$453,109	Tulelake	\$68,506
Santa Barbara County	\$569,787	Tuolumne County	\$242,182
Santa Clara	\$479,491	Ukiah	\$129,777
Santa Clara County	\$736,733	Vernon	\$65,376
Santa Clarita	\$588,259	Wasco	\$135,508
Santa Cruz	\$264,744	Weed	\$76,661
Santa Maria	\$733,471	Westmorland	\$72,693
Santa Monica	\$547,516	Wheatland	\$72,032
Santa Rosa	\$694,325	Williams	\$80,848
Santee	\$134,374	Willits	\$92,309
Seaside	\$193,124	Willows	\$93,631
Simi Valley	\$290,357	Winters	\$88,783
Sonoma County	\$899,393	Woodlake	\$89,885
South Gate	\$721,320	Yolo County	\$136,610
South San Francisco	\$217,980	Yountville	\$81,069
Stanislaus County	\$1,154,982	Yreka	\$102,007

Stockton	\$1,711,430	Yuba County	\$272,377
Entitlement Local Government			
Local Government	Funding Amount		
Sunnyvale	\$533,023		
Temecula	\$273,393		
Thousand Oaks	\$296,040		
Torrance	\$444,374		
Tulare	\$318,433		
Turlock	\$309,854		
Tustin	\$385,545		
Union City	\$253,935		
Upland	\$277,837		
Vacaville	\$240,500		
Vallejo	\$505,369		
Ventura County	\$859,749		
Victorville	\$632,770		
Visalia	\$630,815		
Vista	\$408,882		
Walnut Creek	\$138,449		
Watsonville	\$362,515		
West Covina	\$388,763		
West Sacramento	\$236,679		
Westminster	\$510,577		
Whittier	\$383,190		
Woodland	\$248,989		
Yorba Linda	\$106,529		
Yuba City	\$311,140		

Appendix B: List of High-cost Areas in California

High-cost Area by County	High-cost Area pursuant to Federal Housing Finance Agency's Maximum Loan Limits for Mortgages Acquired in Calendar Year 2020	High-cost Area pursuant to Department of Housing and Urban Development Very low-Income Adjustments due to High-Housing Cost for Fiscal Year 2020
Alameda	X	
Butte		X
Contra Costa	X	
El Dorado	X	
Los Angeles	X	
Madera		X
Marin	X	
Mendocino		X
Mono	X	
Monterey	X	
Napa	X	
Orange	X	
Placer	X	
Riverside		X
Sacramento	X	
San Benito	X	
San Bernardino		X
San Diego	X	
San Francisco	X	
San Luis Obispo	X	
San Mateo	X	
Santa Barbara	X	
Santa Clara	X	
Santa Cruz	X	
Sierra		X
Sonoma	X	
Tulare		X
Ventura	X	
Yolo	X	

Appendix C: Estimate of Five-Year PLHA Allocation for Entitlement and Non-entitlement Local Government

Entitlement Local Government		Non-entitlement Local Government	
Local Government	Estimate 5-Year Funding Amount	Local Government	Estimate 5-Year Funding Amount
Alameda	\$3,352,590	Alpine County	\$408,390
Alhambra	\$2,793,768	Alturas	\$475,835
Aliso Viejo	\$715,062	Amador City	\$395,168
Anaheim	\$12,931,710	Amador County	\$805,115
Antioch	\$2,365,410	American Canyon	\$704,612
Apple Valley	\$1,725,366	Anderson	\$622,622
Bakersfield	\$10,385,412	Angels	\$487,737
Baldwin Park	\$2,929,068	Arcata	\$1,056,372
Bellflower	\$3,081,744	Artesia	\$814,372
Berkeley	\$7,761,504	Arvin	\$831,563
Buena Park	\$2,215,452	Atwater	\$949,257
Burbank	\$2,863,092	Auburn	\$719,158
Camarillo	\$812,124	Avenal	\$627,912
Carlsbad	\$1,635,492	Benicia	\$848,754
Carson	\$2,488,380	Biggs	\$424,261
Cathedral City	\$1,699,338	Bishop	\$502,283
Cerritos	\$655,278	Blue Lake	\$409,715
Chico	\$2,342,088	Brawley	\$906,940
Chino	\$1,496,190	Butte County	\$2,000,572
Chino Hills	\$1,063,710	Calaveras County	\$1,238,865
Chula Vista	\$6,356,898	Calexico	\$1,222,996
Citrus Heights	\$1,876,554	Calimesa	\$532,699
Clovis City	\$2,193,654	Calipatria	\$462,611
Compton	\$4,618,320	Calistoga	\$511,540
Concord	\$2,932,710	Capitola	\$630,557
Corona	\$3,492,018	Carmel-by-the-Sea	\$491,704
Costa Mesa	\$3,171,486	Chowchilla	\$662,295
Cupertino City	\$993,060	Clearlake	\$875,203
Daly City	\$3,070,926	Coalinga	\$618,655
Davis	\$1,817,544	Colfax	\$432,196
Delano City	\$1,950,744	Colusa	\$515,507
Downey	\$3,121,674	Colusa County	\$500,961
El Cajon	\$3,872,292	Corcoran	\$683,453
El Centro	\$1,475,988	Corning	\$555,180
Elk Grove	\$2,638,722	Crescent City	\$485,092
El Monte	\$5,083,752	Del Norte County	\$844,787
Encinitas	\$936,264	Dinuba	\$889,749
Escondido	\$5,057,466	Dixon	\$692,710

Entitlement Local Government		Non-entitlement Local Government	
Local Government	Estimate 5 Year Funding Amount	Local Government	Estimate 5 Year Funding Amount
Fairfield	\$2,345,460	Dorris	\$399,135
Fontana	\$5,886,732	Dos Palos	\$496,994
Fountain Valley	\$867,648	Dunsmuir	\$432,196
Fremont	\$3,846,960	El Centro	\$1,297,051
Fresno	\$20,445,618	El Dorado County	\$2,879,974
Fullerton	\$4,130,712	Etna	\$403,103
Gardena	\$1,979,262	Eureka	\$1,125,138
Garden Grove	\$5,966,058	Exeter	\$586,917
Gilroy City	\$1,465,554	Farmersville	\$589,562
Glendale	\$5,202,150	Ferndale	\$426,906
Glendora City	\$781,548	Firebaugh	\$572,371
Goleta	\$564,090	Fort Bragg	\$641,136
Hanford	\$1,772,808	Fort Jones	\$415,004
Hawthorne	\$3,676,914	Fortuna	\$651,715
Hayward	\$3,910,410	Fowler	\$486,414
Hemet	\$2,415,216	Glenn County	\$641,136
Hesperia	\$3,034,662	Grass Valley	\$813,049
Huntington Beach	\$3,290,970	Greenfield	\$839,497
Huntington Park	\$3,910,068	Gridley	\$555,180
Indio City	\$2,735,772	Grover Beach	\$727,093
Inglewood	\$4,414,656	Guadalupe	\$606,754
Irvine	\$4,547,862	Gustine	\$441,452
Laguna Niguel	\$920,484	Hidden Hills	\$428,228
La Habra	\$2,333,202	Hollister	\$1,081,498
Lake Forest	\$1,326,420	Holtville	\$495,671
Lake Elsinore	\$1,491,162	Humboldt County	\$2,066,693
Lakewood	\$1,625,082	Huron	\$597,497
La Mesa	\$1,132,854	Imperial	\$548,568
Lancaster	\$4,169,130	Imperial County	\$1,043,148
Livermore	\$1,251,240	Indian Wells	\$532,699
Lodi	\$2,017,590	Industry	\$393,581
Lompoc	\$1,362,162	Inyo County	\$622,622
Long Beach	\$17,560,704	Ione	\$452,032
Los Angeles	\$157,317,438	Jackson	\$524,764
Lynwood	\$3,788,322	King City	\$805,115
Madera	\$2,533,914	Kings County	\$980,995
Menifee	\$1,509,624	Lake County	\$1,450,450
Merced	\$3,112,314	Lakeport	\$475,835
Milpitas City	\$1,431,570	Lassen County	\$612,043
Mission Viejo	\$1,240,098	Lemoore	\$871,235
Modesto	\$5,818,482	Lincoln	\$1,219,029

Entitlement Local Government		Non-entitlement Local Government	
Local Government	Estimate 5 Year Funding Amount	Local Government	Estimate 5 Year Funding Amount
Montebello	\$1,900,548	Lindsay	\$703,289
Monterey	\$698,514	Live Oak	\$537,988
Monterey Park	\$1,913,226	Livingston	\$653,038
Moreno Valley	\$6,178,854	Loomis	\$490,382
Mountain View	\$1,539,306	Los Banos	\$1,129,105
Napa City	\$1,909,260	Loyalton	\$405,747
National City	\$2,359,146	Madera County	\$1,643,522
Newport Beach	\$1,017,678	Mammoth Lakes	\$490,382
Norwalk	\$3,556,572	Maricopa	\$400,458
Oakland	\$22,226,850	Marina	\$945,290
Oceanside	\$3,894,906	Mariposa County	\$770,732
Ontario	\$5,520,108	Marysville	\$662,295
Orange	\$3,644,898	McFarland	\$676,841
Oxnard	\$6,950,574	Mendocino County	\$2,099,753
Palmdale	\$4,674,384	Merced County	\$1,865,687
Palm Desert	\$1,027,836	Modoc County	\$458,644
Palm Springs	\$1,153,422	Mono County	\$462,611
Palo Alto	\$1,388,976	Montague	\$412,359
Paradise	\$561,576	Mount Shasta	\$539,311
Paramount City	\$2,629,182	Napa County	\$859,334
Pasadena	\$5,616,456	Nevada City	\$473,190
Perris City	\$2,799,192	Nevada County	\$1,837,916
Petaluma	\$1,106,142	Orange Cove	\$608,076
Pico Rivera	\$2,033,838	Orland	\$555,180
Pittsburg	\$1,906,098	Oroville	\$822,306
Placentia	\$1,288,644	Pacific Grove	\$712,546
Pleasanton City	\$906,534	Palos Verdes Estates	\$580,305
Pomona	\$6,410,670	Parlier	\$801,148
Porterville	\$2,056,524	Pismo Beach	\$597,497
Rancho Cordova City	\$1,712,196	Placer County	\$2,730,542
Rancho Cucamonga	\$2,702,856	Placerville	\$664,940
Rancho Santa Margarita	\$608,376	Plumas County	\$727,093
Redding	\$2,020,884	Plymouth	\$404,425
Redondo Beach	\$784,980	Point Arena	\$404,425
Redwood City	\$2,086,314	Portola	\$452,032
Rialto	\$3,586,716	Rancho Mirage	\$1,032,569
Riverside	\$9,732,750	Red Bluff	\$744,284
Rocklin City	\$807,828	Rio Dell	\$474,513
Rosemead	\$2,059,428	Rio Vista	\$577,661
Roseville	\$1,880,196	Riverbank	\$732,382
Sacramento	\$14,142,402	San Benito County	\$727,093

Entitlement Local Government		Non-entitlement Local Government	
Local Government	Estimate 5 Year Funding Amount	Local Government	Estimate 5 Year Funding Amount
Salinas	\$6,041,082	San Joaquin	\$471,868
San Bernardino	\$9,732,162	San Juan Bautista	\$455,999
San Clemente	\$1,134,240	San Juan Capistrano	\$1,418,712
San Diego	\$34,741,098	Sand City	\$402,838
San Francisco	\$52,308,210	Santa Cruz County	\$3,395,713
San Jose	\$26,091,876	Scotts Valley	\$622,622
San Leandro	\$2,099,760	Shasta County	\$1,721,544
San Marcos City	\$1,915,068	Shasta Lake	\$613,366
San Mateo	\$2,051,364	Sierra County	\$405,747
Santa Ana	\$16,822,236	Siskiyou County	\$852,722
Santa Barbara	\$2,718,654	Solano County	\$769,410
Santa Clara	\$2,876,946	Soledad	\$725,770
Santa Clarita	\$3,529,554	Sonora	\$548,568
Santa Cruz	\$1,588,464	South Lake Tahoe	\$994,219
Santa Maria	\$4,400,826	St. Helena	\$534,021
Santa Monica	\$3,285,096	Suisun City	\$928,099
Santa Rosa	\$4,165,950	Susanville	\$559,147
Santee	\$806,244	Sutter County	\$698,000
Seaside	\$1,158,744	Sutter Creek	\$471,868
Simi Valley	\$1,742,142	Taft	\$543,278
South Gate	\$4,327,920	Tehama	\$393,581
South San Francisco	\$1,307,880	Tehama County	\$1,120,113
Stockton	\$10,268,580	Trinidad	\$396,491
Sunnyvale	\$3,198,138	Trinity County	\$729,738
Temecula	\$1,640,358	Truckee	\$627,912
Thousand Oaks	\$1,776,240	Tulare County	\$3,501,506
Torrance	\$2,666,244	Tulelake	\$411,037
Tulare	\$1,910,598	Tuolumne County	\$1,453,095
Turlock	\$1,859,124	Ukiah	\$778,667
Tustin	\$2,313,270	Vernon	\$392,259
Union City	\$1,523,610	Wasco	\$813,049
Upland	\$1,667,022	Weed	\$459,966
Vacaville	\$1,443,000	Westmorland	\$436,163
Vallejo	\$3,032,214	Wheatland	\$432,196
San Buenaventura	\$2,144,634	Williams	\$485,092
Victorville	\$3,796,620	Willits	\$553,857
Visalia	\$3,784,890	Willows	\$561,792
Vista	\$2,453,292	Winters	\$532,699
Walnut Creek	\$830,694	Woodlake	\$539,311
Watsonville	\$2,175,090	Yolo County	\$819,661
West Covina	\$2,332,578	Yountville	\$486,414

Entitlement Local Government		Non-entitlement Local Government	
Local Government	Estimate 5 Year Funding Amount	Local Government	Estimate 5 Year Funding Amount
Westminster	\$3,063,462	Yreka	\$612,043
West Sacramento	\$1,420,074	Yuba County	\$1,634,265
Whittier	\$2,299,140		
Woodland	\$1,493,934		
Yorba Linda	\$639,174		
Yuba City	\$1,866,840		
Alameda County	\$5,603,190		
Contra Costa County	\$13,021,068		
Fresno County	\$9,860,088		
Kern County	\$12,962,064		
Los Angeles County	\$66,150,756		
Marin County	\$4,353,426		
Monterey County	\$3,890,280		
Orange County	\$7,632,984		
Riverside County	\$23,977,026		
Sacramento County	\$16,324,956		
San Bernardino County	\$20,754,846		
San Diego County	\$11,879,796		
San Joaquin County	\$7,861,158		
San Luis Obispo County	\$5,235,012		
San Mateo County	\$7,257,300		
Santa Barbara County	\$3,418,722		
Santa Clara County	\$4,420,398		
Sonoma County	\$5,396,358		
Stanislaus County	\$6,929,892		
Ventura County	\$5,158,494		

Appendix D: Ineligible Jurisdictions Due to Housing Element Requirement and/or Annual Progress Report (APR) Requirement stated in Guidelines Section 302(a) and (b)

As of the date of this notice, 72 jurisdictions are not in compliance with the Housing Element and/or Housing Element Annual Progress Report (APR) Requirements stated in Guidelines Section 302(a) and (b). PLHA is an over-the-counter program, so as these jurisdictions reach compliance with the Housing Element and APR requirements, they will be eligible for these funds. We acknowledge that many jurisdictions listed below are in process of obtaining compliance, and they will be eligible for this program once compliance is obtained during the application period.

Jurisdictions	Housing Element Compliance Status	2018 and 2019 APRs
Alturas	Out	
Amador City	Due- June 30, 2014	Neither received
Bell	Out	Neither received
Blue Lake	Out	Neither received
Blythe		Neither received
Bradbury		Neither received
California City		Neither received
Calipatria		Neither received
Canyon Lake	In Review	
Chowchilla	In Review	
Commerce		Neither received
Compton	Out	
Covina	Due- October 15, 2013	
Crescent City		Neither received
Cudahy		Neither received
Del Rey Oaks	In Review	
Desert Hot Springs	Out	
Dos Palos	In Review	
Eureka	In Review	
Ferndale		Neither received
Fort Jones	Out	
Fowler		Neither received
Glenn County		Neither received
Hesperia		Neither received
Holtville		Neither received
Huntington Beach	In Review	Neither received
Huntington Park	Out	Neither received
Inyo County		Neither received
La Habra Heights	Due- October 15, 2013	
La Puente	Out	
Lake County	Out	

Jurisdictions	Housing Element Compliance Status	2018 and 2019 APRs
La Mirada		Neither received
Lassen County		Neither received
Loyalton		Neither received
Marina	In Review	
Maywood	In Review	Neither received
Mendocino County	Out	
Mendota		Neither received
Modoc County		Neither received
Mono County	Out	
Montebello	Out	Neither received
Orange Cove	Out	
Parlier		Neither received
Patterson		Neither received
Pismo Beach	In Review	
Red Bluff	Due- August 31, 2019	
Rialto	In Review	Neither received
Ridgecrest		Neither received
Rio Dell	Due- August 31, 2019	
Ripon		Neither received
Rolling Hills	Out	Neither received
Sanger	In Review	
Seaside	In Review	
Selma	Out	
Shafter		Neither received
Soledad	In Review	
Sonora	Out	
South El Monte	Out	
Susanville	Out	
Trinidad	Due- August 31, 2019	
Trinity County	In Review	
Victorville	In Review	
Westlake Village	Out	
Westmorland	Out	
Wheatland	In Review	Neither received
Willows	In Review	
Woodlake	In Review	

Please note – the information provided above is current as of February 25, 2020. Please contact Paul McDougall, Housing Policy Manager, at paul.mcdougall@hcd.ca.gov with questions or to verify status of housing element compliance. For questions about APR compliance, please email APR@hcd.ca.gov.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: J.17
SUBJECT: PUBLIC HEARING - Waste Management Liens

Recommendation for Action: Staff recommends that the City Council conduct a Public Hearing to receive input from property owners and adopt Resolution No. _____, "A Resolution Requesting Collection of Charges on Tax Roll".

Staff Contact

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

Background

This is the annual Public Hearing that allows those property owners with delinquent Waste Management accounts for services received, including garbage, recycling and yard refuse pick-up and disposal, and for sweeping of the street, to address the Council prior to the attachment of a lien against their property. The Hearing is required prior to adoption of the Resolution to request the lien attachment. The list is available in the City Clerk's Office.

Before filing a lien with the County, a Public Hearing needs to be held to allow protests of the proposed liens.

The current City Municipal Code Section 13.08.130 provides the parameters for garbage and yard refuse disposal and services, while Section 13.36 discusses the recycling portion of the service as provided by the Waste Management Franchise Agreement.

Staff worked with Waste Management to determine the accuracy of the proposed lien list. Those inaccuracies will be corrected and/or removed from the list prior to attachment of the liens. The City should not be actively involved in discussions regarding the billing itself and refers those questions to the Waste Management staff for resolution. While it is not City responsibility to become involved in the dispute of the billing, staff does attempt to mediate by providing contact information at Waste Management for resolution attempts. The primary role of the City is to obtain approval to attach the lien and to release the lien once verification of payment has been received.

Discussion

The utilization of Waste Management for the issuance of service bills has saved the City a tremendous amount of time and funds to issue and collect such bills.

As this method of collecting past due accounts has saved the City time and money, staff believes that the process should continue. Should Council determine another course of action, the cost factor would need to be considered. It is anticipated that another full time staff member would be required to adequately handle the billing and collection of delinquent accounts. As well, the collection would be subject to the Small Claims Court process which would have further costs associated with that process.

Fiscal Impact

There is little to no fiscal impact to the City to maintain the current process, other than staff time for processing and releasing the liens. The fee of \$59.00 for recording is attached to the total amount of the lien and the property owner assumes that cost.

Conclusion

Staff recommends that the City Council conduct the Public Hearing to receive input from property owners and adopt Resolution No. _____, "A Resolution Requesting Collection of Charges on Tax Roll".

Prepared by: Ana B. Gonzalez, City Clerk

Note: Waste Management Delinquency List available in the City Clerk's Office



Ken Hiatt
Interim City Manager

Attachments:

1. Resolution Waste Management Liens

Recording requested by
City of Woodland

and when recorded send to:
City Clerk
City of Woodland
300 First Street
Woodland, CA 95695

RESOLUTION NO. _____

A Resolution Requesting Collection of Charges on Tax Roll

Whereas, the City of Woodland (hereinafter City), requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to an Agreement with Waste Management; and

Whereas, the County has required as a condition of the collection of said charges that the City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof;

Now, therefore be it hereby resolved by the City Council of the City of Woodland that:

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City of Woodland warrants and represents that the taxes, assessments, fees and/or charges imposed by the City of Woodland and being requested to be collected by Yolo County comply with all requirements of State law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The City of Woodland releases and discharges the County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by the County of any taxes, assessments, fees and/or charges on behalf of the City.
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of the City's said taxes, assessments, fees, and/or charges requested to be collected by the County for the City, or in any manner arising out of the City's establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of the City's taxes,

assessments, fees and/or charges, the County may offset the amount of the judgment from any monies collected by County on behalf of the City, including property taxes.

5. The City agrees that it's officers, agents and employees will cooperate with the County in answering questions referred to City by the County from any person concerning the City's taxes, assessments, fees and/or charges and that the City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting taxes, assessments, fees and/or charges, as provided by Government Code Sections 29304 and 51800.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 21st day of July, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: J.18
SUBJECT: Weed Abatement Program Parcels not in Compliance

Recommendation for Action: Staff recommends that the City Council (1) conduct a public hearing and (2) adopt Resolution No. _____, to hear and approve the list of parcels that were out of compliance for weed abatement requirements for the year 2019 and direct the Tax Collector of Yolo County to assess liens against real property to reimburse the City for the cost of removal of weeds, refuse, and dirt from the property.

Staff Contact:

Emily Walling, (530)-661-5855, emily.walling@cityofwoodland.org

Fiscal Impact:

A considerable amount of time was incurred by staff in processing these liens, including: correspondence with property owners, compliance surveys, correspondence with concerned community members, and property abatement. Time spent on weed abatement processing was recorded per staff member, calculated per the hourly rates per the approved fee schedule and divided between the property owners. Administrative fees resulted in a sum of \$250.13 per property owner. The breakdown between the total abatement costs of \$4,468.07 and administrative time costs incurred of \$1,500.78 by property is included in the attached "Lien Invoice Information Weed Abatement 2019" information sheet. The administrative fees and fees for County recordings are attached to the total amount lienied, so the property owner assumes that cost.

Discussion:

This action requests that the City Council adopt a Resolution to lien local properties of the cost of abating properties of undeveloped parcels for failure to come into compliance with the weed abatement requirements set forth by the Woodland City Code, Chapter 9.44. Staff recommends that the City Council conduct a Public Hearing to hear and approve the list of parcels that the City abated of weeds, rubbish, and dirt during 2019 and direct the Tax Collector of Yolo County of assess liens against real property to collect payments.

Background:

Per the Woodland City Code 9.44, the Fire Chief can declare that weeds constitute a public nuisance which must be abated by the removal of the weeds, refuse, and dirt on undeveloped parcels. If not abated by the compliance date, Code allows weeds to be abated by the city and the cost of removal assessed upon the land which will constitute a lien upon such land until paid. Last year, notice was given to all owners of undeveloped parcels in the City per the guidance set forth in the Code. Upon surpassing the compliance date indicated in the letter, eight (8) parcels remained out of compliance and the City contracted a company to abate these properties. The amount assessed includes the invoiced amount per parcel plus hourly administrative fees per the approved fee schedule.

Conclusion:

Staff recommends that the City Council (1) conduct a public hearing and (2) adopt Resolution No. _____, to hear and approve the list of parcels that were out of compliance for weed abatement requirements for the year 2019 and direct the Tax Collector of Yolo County to assess liens against real property to reimburse the City for

the cost of removal of weeds, refuse, and dirt from the property.

Prepared By: Emily Walling, Fire Marshal

Reviewed By: Eric Zane, Fire Chief



Ken Hiatt
Interim City Manager

Attachments:

1. Resolution Weed Abatement
2. Lien Invoice Information Weed Abatement 2019

Recording requested by
City of Woodland

And when recorded send to;
City Clerk
City of Woodland
300 First Street
Woodland, CA 95695

RESOLUTION NO. _____

A Resolution Requesting Collection of Charges on Tax Roll

Whereas, the City of Woodland (hereinafter City), requests the County of Yolo collect on the County tax rolls certain charges which have been imposed for a list of parcels within the City that were out of compliance for weed abatement requirements for the year 2019 ; and

Whereas, due to noncompliance, the City abated the parcels of weeds and is seeking reimbursement for the cost of abatement and administrative processing fees; and

Whereas, the County has required as a condition of the collection of said charges that the City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof;

Now, therefore be it hereby resolved by the City Council of the City of Woodland that:

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City of Woodland warrants and represents that the taxes, assessments, fees and/or charges imposed by the City of Woodland and being requested to be collected by Yolo County comply with all requirements of the Woodland Municipal Code, and State law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The City of Woodland releases and discharges the County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by the County of any taxes, assessments, fees and/or charges on behalf of the City.
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of the City's said taxes, assessments, fees, and/or charges requested to be collected by the County for the City, or in any manner arising out of the City's establishment and imposition of said taxes,

assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of the City's taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any monies collected by County on behalf of the City, including property taxes.

5. The City agrees that its officers, agents and employees will cooperate with the County in answering questions referred to City by the County from any person concerning the City's taxes, assessments, fees and/or charges and that the City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting taxes, assessments, fees and/or charges, as provided by Government Code Sections 29304 and 51800.

PASSED AND ADOPTED by the City Council this 21st day of July, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Kara K. Ueda, City Attorney

City of Woodland

Weed Abatement Lien Information

Parcel	Address	Owner info	Landscape Company	Invoice #	Invoice Amount	CRR Time (Hourly Rate * Hours Spent)	Total	Total for Lien, per County Requirements
005-644-016	Sixth St & 1119 Main St	Main & East, LLC 825 K St., Sacramento, CA 95814	Armstrong Custom Mowing	6433	\$300.00	\$250.13	\$550.13	550
027-450-028	West of 1465 Tanforan Dr. and NEC of Santa Anita Dr.	Duno LLC 1108 Holstein Dr. Pine City MN 55063	Armstrong Custom Mowing	6430			\$183.38	182
027-450-048	West of 1465 Tanforan Dr. and NEC of Santa Anita Dr.	Duno LLC 1108 Holstein Dr. Pine City MN 55064	Armstrong Custom Mowing	6430	\$300.00	\$250.13	\$183.38	182
027-450-049	West of 1465 Tanforan Dr. and NEC of Santa Anita Dr.	Duno LLC 1108 Holstein Dr. Pine City MN 55065	Armstrong Custom Mowing	6430			\$183.38	182
042-561-015	North of 2099 Stewart Cir.	Centex Homes 6210 Stoneridge Mall Rd #500 Pleasanton, CA 94588	Armstrong Custom Mowing	6430	\$200.00	\$250.13	\$450.13	450
042-574-001	Marston & Parkland	Centex Homes 6210 Stoneridge Mall Rd #500 Pleasanton, CA 94588	Figueroa Landscape Company Inc.	3560	\$3,268.07	\$250.13	\$3,518.20	3518
065-290-007	530 Community Lane	Delacey Thomas & Eugena R 533 Cottonwood St, Woodland, CA 95695	Armstrong Custom Mowing	6430	\$200.00	\$250.13	\$450.13	450
066-303-030	1539 Hutchison Valley Dr.	Price Richard E 2632 Belmont DR. Davis, CA 95618	Armstrong Custom Mowing	6430	\$200.00	\$250.13	\$450.13	450
					\$4,468.07	\$1,500.78	\$5,968.85	\$ 5,964



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 21, 2020
ITEM #: K.19
SUBJECT: COVID-19 Waiver of Fire Inspection Permit Fees

RECOMMENDED FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, temporarily suspending Business Inspection Fees charged by the City of Woodland Fire Department on Businesses Financially affected by COVID-19.

Staff Contact:

Emily Walling, Fire Marshal, (530) 661-5855
emily.walling@cityofwoodland.org

Fiscal Impact:

The purpose of the Inspection Fee Waiver is to be cognizant of the financial impact that many businesses have endured due to COVID-19 closures; therefore, waiving the initial inspection fee for the fire and life safety inspection. Fire Department revenue for the Community Risk Reduction Division (CRR) for FY19 was \$377,253 and \$351,787 for FY20. It is expected that this will have a significant impact on the Fire Department CRR revenue for FY21. Careful and very conservative estimates for revenue impact on the budget is approximately a \$100,000 decrease in General Fund revenue. However, this will largely be dependent upon which businesses request and complete the waiver. The waiver will be in place throughout the duration of the Emergency Declaration for the City of Woodland. Staff is exploring options for accessing State or Federal funding available to assist businesses impacted as a result of COVID-19 to relieve the General Fund impact of the fee waiver. Regular and reoccurring valuations of the impact of this fee waiver will be conducted to assess the real-time effect on revenue for the fiscal year.

Background:

On March 17, 2020, City Council declared a local emergency due to COVID-19, following the Governor of the State of California declaring a state of emergency on March 4, 2020, the Yolo County Board of Supervisors ratifying a local and public health emergency on March 10, 2020, and the President of the United States declaring a national emergency on March 13, 2020. On March 19, 2020, the Governor issued an Executive Order, ordering all residents to stay at home as much as possible. After a brief period of reopening many of the business sectors, on July 13, 2020, many of these same businesses in California and Yolo County were closed again or forced to significantly change operations. The effects of the various orders and actions needed to slow the spread of COVID-19 has resulted in significant economic effects in the City of Woodland. During this time of economic uncertainty, it is vital to help assist local businesses in the city weather these difficult financial circumstances so that they will be able to remain open and productive.

Discussion:

It is proposed that it is in the public interest and the betterment of the public's health, safety, and welfare for the City's economy to succeed and that temporarily waiving fees charged by the Fire Department will help in this endeavor. The fee waiver is intended to provide temporary financial relief to businesses within the City of Woodland during the COVID-19 pandemic outbreak. The criteria proposed to be used for the approval of the Fee Waiver are the same criteria that were set forth in the City Council's Ordinance imposing a commercial

eviction moratorium.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, temporarily suspending Business Inspection Fees charged by the City of Woodland Fire Department on Businesses Financially affected by COVID-19.

Prepared By: Emily Walling, Fire Marshal

Reviewed By: Eric Zane, Fire Chief

A handwritten signature in black ink, appearing to read 'Ken Hiatt', with a stylized, flowing script.

Ken Hiatt
Interim City Manager

Attachments:

1. COW Fire Department Temporary Fee Waiver Resolution
2. COW Fire Department Temporary Fee Waiver Application

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WOODLAND TEMPORARILY SUSPENDING BUSINESS INSPECTION
FEES CHARGED BY THE CITY OF WOODLAND FIRE DEPARTMENT
ON BUSINESSES FINANCIALLY AFFECTED BY COVID-19**

WHEREAS, the City Council of the City of Woodland on March 17, 2020 declared a local emergency due to COVID-19, a contagious virus with no known cure that has become a global pandemic; and

WHEREAS, the City Council's actions followed the Governor of the State of California declaring a state of emergency on March 4, 2020, the Yolo County Board of Supervisors ratifying a local and public health emergency on March 10, 2020, and the President of the United States declaring a national emergency on March 13, 2020; and

WHEREAS, the Governor issued an Executive Order ordering all residents to stay at home as much as possible on March 19, 2020; and

WHEREAS, the effects of the various orders and actions needed to slow the spread of COVID-19 has resulted in significant economic effects in the City of Woodland as restaurants have been forced to change their operations, "non-essential" businesses were temporarily closed, hotels have seen a significant drop in room nights, and events have been cancelled or postponed; and

WHEREAS, during this time of economic uncertainty, the City Council finds that it is vital to help assist local businesses in the City help weather difficult financial circumstances so that they will be able to remain open and productive; and

WHEREAS, the City Council finds that it is in the public interest and for the betterment of the public's health, safety, and welfare for the City's economy to succeed and for businesses to be able to remain open if possible and that temporarily waiving fees charged by the Fire Department will help the businesses do so; and

WHEREAS, the fee waiver is temporary in nature and is intended to provide temporary financial relief to businesses within the City of Woodland during the COVID-19 pandemic outbreak; and

WHEREAS, this Resolution is adopted pursuant to the City's police powers and powers afforded to the City in time of national, state, county, and local emergency during an unprecedented health pandemic, such powers being afforded by the State Constitution, State Law, and Chapter 13.52 of the Woodland Municipal Code to protect the peace, health, and safety of the public.

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

Section 1. The City of Woodland Fire Department may approve a waiver of business inspection fees for any business that provides documentation to the Fire Department that it suffered

financial impacts related to COVID-19, including but not limited to: the business lost business income as a result of any of the following: (1) the owner or employees were sick with COVID-19, or caring for a household or family member who is or was sick with COVID-19; (2) compliance with recommendations from a government health authority to cease or reduce business activities, including but not limited to the County and State Shelter In Place Orders; (3) extraordinary out-of-pocket medical expenses; or (4) the owner was forced to reduce business activities due to child care needs arising from school closures related to COVID-19.

Section 2. If a business does not meet the criterion(ia) provided for in Section 1 above, the City of Woodland Fire Department may approve a waiver of business inspection fees if the business provides documentation to the Fire Department that it has taken steps to mitigate the financial impacts of COVID-19 by applying for loan or grant funds through one or more programs established to provide relief to businesses that are impacted by COVID-19, including but not limited to: (a) the Paycheck Protection Program, established by the Federal Coronavirus Aid, Relief and Economic Security Act (the “CARES Act”); (b) Loans or Emergency Grants through the Economic Injury Disaster Loan Program, as provided for in the CARES Act; (c) Express Bridge Loans provided through the Federal Small Business Administration; (d) Private Loans with Loan Guarantees provided pursuant to the Disaster Relief Loan Guarantee Program provided through the California Small Business Finance Center; or (e) other public or private sources that provide funding for businesses that are impacted by COVID-19 as have been or may be established in the future.

Section 3. Any business that requests a fee waiver should provide documentation of the business’ financial impacts to the Fire Department within fourteen (14) days following the inspection on a form provided by the Fire Department. A business that does not timely submit a request shall be required to pay fees in accordance with the adopted fee schedule.

Section 4. All decisions as to whether to grant or deny a fee waiver shall be made by the Fire Marshal. The Fire Marshal’s decision may be appealed to the City Manager, whose decision shall be final.

Section 5. Any business located in the City of Woodland shall be eligible to request a fee waiver for the duration of the local emergency unless the City Council earlier rescinds this Resolution.

PASSED AND ADOPTED by the City Council of the City of Woodland, at a regular meeting this 21st day of July, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh
Mayor

ATTEST:

Ana B. Gonzalez
City Clerk

APPROVED AS TO FORM:

Kara K. Ueda
City Attorney



WOODLAND FIRE DEPARTMENT COVID-19 FEE WAIVER APPLICATION

COVID-19 has created uncharted and unprecedented circumstances in our community. Woodland Fire Department is committed, first and foremost, to public safety while being sensitive to those businesses experiencing financial hardships as a result of COVID-19. We will continue to perform inspections as required by the City and State.

We have created this form to assist in the consideration of temporarily waiving the permit fees for businesses that were severely impacted by COVID-19.

Please fill out this form with the requested information below and submit supporting documentation of your Paycheck Protection Program financial assistance and/or other records regarding financial impacts your business suffered.

You have 14 days from the initial inspection date to submit this form for approval. If this form is not submitted within 14 days, the City will charge the inspection fee.

Name of Business: _____

Address: _____

Contact Person: _____

Title: _____

Phone Number: _____

Email: _____

Date of Initial Inspection: _____

Date of Waiver Application: _____

Briefly explain why you should receive this waiver assistance

Have you applied for Paycheck Protection Program? Yes ☐ No ☐

If yes, were you approved? Yes ☐ No ☐

By signing this form, I agree under penalty of perjury, that the information is true and accurate to the best of my ability.

Printed Name

Signature

Date

Email completed form to firebilling@cityofwoodland.org or mail to **Fire Billing, 1000 Lincoln Ave. Woodland CA 95695**