



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

November 17, 2020
6:00 PM

CITY COUNCIL - AMENDED AGENDA - REGULAR CALENDAR - ITEM NO. 12

PLEASE NOTE: The November 17, 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

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

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

E. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

1. SUBJECT: Long Range Calendar

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

F. CONSENT CALENDAR

2. SUBJECT: Small Business Saturday, November 28, 2020

RECOMMENDATION FOR ACTION: Declare Saturday, November 28, 2020 as Small Business Saturday.

3. SUBJECT: Fire Department Quarterly Status Report for the Period of July 2020 - September 2020

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Fire Department Quarterly Status Report for July 2020 through September 2020.

4. SUBJECT: Police Department quarterly status report for the period of July 2020 through September 2020

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Police Department quarterly status report for the period of July 2020 through September 2020.

5. SUBJECT: Quarterly Treasurer's Investment Report for the Quarter Ended September 30, 2020

RECOMMENDATION FOR ACTION:

Staff recommends that the City Council accept the quarterly Treasurer's Investment Report for the quarter ended September 30, 2020.

6. SUBJECT: Side Letter of Agreement - Fire Mid-Management Unit Employees

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Side Letter of Agreement with the Fire Mid-Management Unit Employees.

7. SUBJECT: Amendment to the Professional Services Agreement with AECOM

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute Amendment #3 to the consultant services agreement with AECOM for an additional amount not to exceed \$15,000, for the Environment Impact Report (EIR) for the Woodland Research and Technology Park Specific Plan Project and authorize the City Manager to execute the agreement and amendments, as necessary, up to 20% of the agreement amount.

8. SUBJECT: 2020 Sewer & Water Repair & Replacement Project, CIP #20-07

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the reallocation of \$755,000 of Sewer Enterprise Funds from Large Diameter Wastewater Pipeline Repairs, Replacement and Lining, CIP 14-15, to 2020 Sewer & Water Repair & Replacement Project, CIP 20-07; and approving construction contingencies of up to \$1,160,000 (26.6% of the contract award amount of \$4,359,548) for a total contract amount of \$5,519,548.

9. SUBJECT: MOU with Woodland Joint Unified School District related to Preparation of Youth Master Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council authorize the City Manager to execute a Memorandum of Understanding with Woodland Joint Unified School District related to the preparation of a Woodland Youth Master Plan.

10. SUBJECT: Purchase Agreement with All Star Fire Equipment for SCBAs and Related Equipment

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a purchase agreement with All Star Fire Equipment, with a total to not exceed amount of \$969,446.88 for the purchase of SBCAs and related equipment.

11. SUBJECT: License Agreement for the construction of softball fields and Use Agreement for Softball Fields at Woodland Sports Park

RECOMMENDATION FOR ACTION: Staff recommends that the Council authorize the City Manager to execute 1) a license agreement for the construction of softball fields at such time that the existing lease for the location of the softball fields is amended to remove that property from the lease and 2) a use agreement for the use of softball fields, between the City and the Woodland Recreation Foundation at the Woodland Sports Park.

G. REPORTS OF THE CITY MANAGER

12. SUBJECT: CARES Act Subrecipient Agreement and COVID-19 Small Businesses Support Program

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, (1) Authorizing the City Manager to sign the CARES Act Subrecipient Agreement with Yolo County for small business assistance, (2) Appropriate \$235,707 to the General Fund, and (3) Authorize the City Manager to establish a grant program to assist small business impacted by COVID-19 and distribute the \$235,707 to qualifying Woodland businesses under the program.

13. SUBJECT: Woodland Research and Technology Park Draft Specific Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation on the Public Review Draft of the Woodland Research and Technology Park Specific Plan and an outline of the public review process over the coming 4-6 months including planned community and stakeholder engagement approach.

H. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Regular City Council/Woodland Finance Authority Meeting of the City of Woodland scheduled for Tuesday, November 17, 2020 was posted on Thursday, November 12, 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: November 17, 2020
ITEM #: E.1
SUBJECT: Long Range Calendar

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

Staff Contact:

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

Background:

This calendar 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".

Ken Hiatt
City Manager

Attachments:

1. Council Long Range Calendar

UPDATED COUNCIL LONG RANGE CALENDAR

DECEMBER 1ST

REGULAR MEETING

Council Reorganization (Pending Certification of Election Results)
Authorization to Bid 2021 Water and Sewer Replacement Project CIP #20-14
Approve Contract Amendment with BSK for Water Quality Testing Services for 2021
Receive reports for Annual Audit and 5-year revision of Sewer System Management Plan
Accept Downtown Suites Project as Complete
Homeless Shelter / NPLH Final Agreements

DECEMBER 15TH

REGULAR MEETING

City Council Meeting Calendar for 2021
Council District 3 – Filling of Vacancy Discussion
Council Committee/Liaison Appointments – Mosquito Vector – Animal Services
Adopt Conflict of Interest Code
Presentation on Police Chief's Advisory Board
Apprenticeship/Workforce Development Programs
Accept North Regional Pond & Pump Station Project as Complete, CIP #17-21

CITY HALL CLOSED – DEC 24, 2020 THRU JAN 3, 2021

Future Topics / Study Sessions:

TBD City Council Retreat / 2021-22 Goals Investment Policy Workshop Comprehensive Zoning Update Waste Management Services Tree Ordinance Update	
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TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: F.2
SUBJECT: Small Business Saturday, November 28, 2020

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation declaring Saturday, November 28, 2020 as Small Business Saturday.

Staff Contact:

Stephanie Burgos, Business Engagement and Marketing, (530) 661-5920,
Stephanie.Burgos@cityofwoodland.org

Background:

The first Small Business Saturday took place on November 27, 2010. The initiative was created by American Express to encourage people across the country to support small, local business. In 2011, the US Senate unanimously passed a resolution of support for Small Business Saturday. Since 2012, elected officials including mayors and governors in all 50 states have promoted and championed Small Business Saturday each year.

Since its inception in 2010, Small Business Saturday has illuminated the significance of supporting small, independently owned businesses across the country. Falling between Black Friday and Cyber Monday, it's a day dedicated to supporting the diverse range of local businesses that help create jobs, boost the economy, and keep communities thriving across the country. In 2019, U.S. consumers reported spending a record high total of an estimated \$19.6 billion at independent retailers and restaurants on Small Business Saturday.

Discussion:

This year Small Business Saturday falls on Saturday, November 28, 2020. This day holds particular significance for Woodland as our economy is largely built on small businesses, with 80% made up of ten or fewer employees. Given the current climate, it is especially important for our community to eat local and shop small to support the businesses that keep Woodland thriving. In anticipation of Small Business Saturday and in an effort to foster a vibrant shopping experience for our community, several festive activities including family-friendly scavenger hunts are planned. A variety of Woodland small businesses will decorate their storefronts and hold sidewalk sales the weekend of the 28th and many food service businesses will shift their menus to provide fun, holiday-inspired drink and meal options. Along Downtown Main Street, our community will be able to enjoy this shopping and dining experience amongst the holiday lights and decorations through the month of December.

Conclusion:

Staff recommends that the City Council adopt a Proclamation declaring Saturday, November 28, 2020 as Small Business Saturday.

Prepared By: Stephanie Burgos, Business Engagement and Marketing

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
City Manager

Attachments:

1. Small Business Saturday 2020 Proclamation

**CITY OF WOODLAND
PROCLAIMING SATURDAY, NOVEMBER 28, 2020
AS SMALL BUSINESS SATURDAY 2020**

- Whereas,** the City of Woodland celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are 30.7 million small businesses in the United States, they represent 99.7% of all firms with paid employees in the United States, are responsible for 64.9% of net new jobs created from 2000 to 2018; and
- Whereas,** small businesses employ 47.3% of the employees in the private sector in the United States, 62% of U.S. small businesses reported that they need to see consumer spending return to pre-COVID levels by the end of 2020 in order to stay in business, 65% of U.S. small business owners said it would be most helpful to their business to have their “regulars” return and start making purchases again, and three-quarters of U.S. consumers are currently looking for ways to Shop Small® and support their community; and
- Whereas,** 96% of consumers who shopped on Small Business Saturday® agree that shopping at small, independently-owned businesses supports their commitment to making purchases that have a positive social, economic, and environmental impact and 97% of consumers who shopped on Small Business Saturday agree that small businesses are essential to their community; and
- Whereas,** 95% of consumers who shopped on Small Business Saturday reported the day makes them want to shop or eat at small, independently-owned businesses all year long, not just during the holiday season; and
- Whereas,** the City of Woodland supports our local businesses that create jobs, boost our local economy, and preserve our communities; and
- Whereas,** advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Woodland does hereby proclaim November 28, 2020, as:

SMALL BUSINESS SATURDAY

And urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

DATED: November 17, 2020

Rich Lansburgh, Mayor

Tom Stallard, Mayor Pro Tem

Angel Barajas, Council Member

Enrique Fernandez, Council Member

Xóchitl Rodriguez, Mayor



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: F.3
SUBJECT: Fire Department Quarterly Status Report for the Period of July 2020 - September 2020

Recommendation for Action: Staff recommends that the City Council accept the Fire Department Quarterly Status Report for July 2020 through September 2020.

Staff Contact:

Eric Zane, Fire Chief - 661-5861, eric.zane@cityofwoodland.org

Background:

The Fire Department Quarterly Status Report includes a summary of all activity within the Department. In lieu of providing comprehensive monthly status reports to the City Council and department heads via e-mail communication, the City Council now receives status reports on a quarterly basis via agenda packet.

Conclusion:

Staff recommends that the City Council accept the Fire Department Quarterly Status Report for July 2020 through September 2020.

Prepared By: Jeran Ulrich, Management Analyst

Reviewed By: Eric Zane, Fire Chief



Ken Hiatt
City Manager

Attachments:

1. Quarterly Report- Jul-Sept 2020



QUARTERLY REPORT

JULY 1-SEPTEMBER 30, 2020

Total Calls for Service

2,111

Average Response Time

4:59

Total Inspections Completed

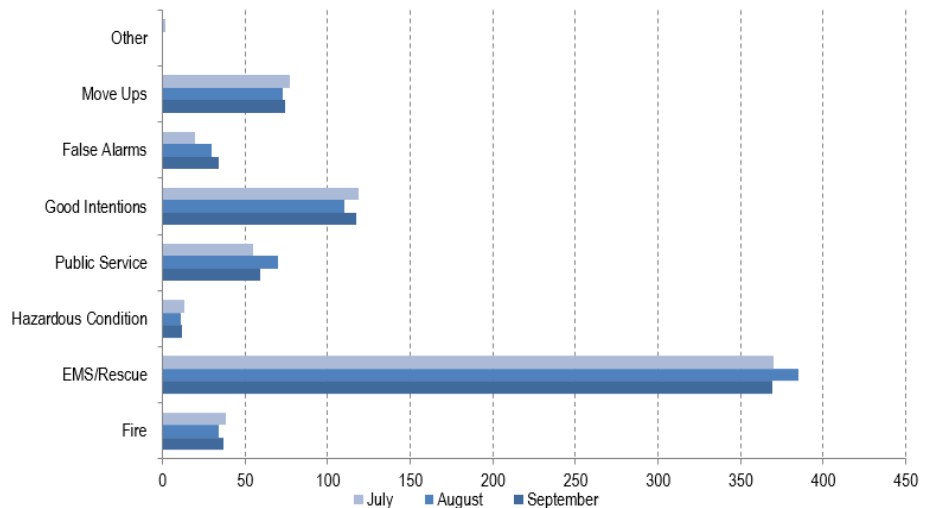
532

Public Outreach

Our top priority is the safety of our community members, so in order to maintain our social distance during the COVID19 pandemic, we have gotten a little more creative in the ways we interact with the public. One of these ways is participating in drive-by birthday parades. We have also enhanced our social media interaction via frequently updated information regarding City response and COVID19 information.

What types of calls did we run?

Calls for Service Jul-Sept 2020



*When two or three (dependent on area) engine/truck companies are committed to calls simultaneously, the remaining engine/truck companies move strategically into the vacated area(s) to ensure adequate coverage based upon the number of available apparatus. This practice is called a "move up".

STRUCTURE FIRE

60%

Goal:
4 minutes 90% of the time

Average: 4:51

FIRE- OTHER

61%

Goal:
4 minutes 90% of the time

Average: 6:00

FULL FIRST ALARM

100%

Goal:
8 minutes 90% of the time

Average: 4:54

EMS

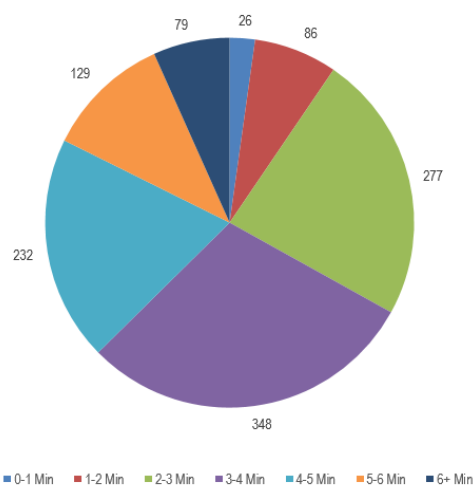
63%

Goal:
4 minutes 90% of the time

Average: 5:29

Priority Calls

Travel Time Goal of 4 Minutes or Less
90% of the Time



COMMUNITY RISK REDUCTION

Community Risk Reduction (CRR) is a process to identify and prioritize local risks, followed by the integrated and strategic investment of resources (emergency response and prevention) to reduce their occurrence and impact.



Code Enforcement Hours

26



Public Education Events

Suspended due to COVID19



Fire Investigations Conducted

71



Emergency Management Hours

81

Inspection & Plan Review

July-September 2020



Engine Company Inspections

Inspections

Construction Inspections

Plan Reviews

Please note: only mandatory inspections were completed due to COVID19, resulting in fewer completed inspections this quarter.

Automatic or Mutual Aid

Aid Received

68

Aid Given

66

Automatic aid is provided to another agency through formal agreement and occurs automatically on significant events without any special request. Mutual aid occurs when fire departments provide help to one another upon special request when a significant event(s) (large incident or multiple small incidents) take place.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: F.4
SUBJECT: Police Department quarterly status report for the period of July 2020 through September 2020

Recommendation for Action: Staff recommends that the City Council accept the Police Department quarterly status report for the period of July 2020 through September 2020.

Staff Contact:

Derrek Kaff, Chief of Police, 530-661-7865, Derrek.Kaff@cityofwoodland.org

Background:

The Police Department Quarterly Status Report includes a summary of all activity within the Department. In lieu of providing comprehensive monthly status reports to the City Council and department heads via e-mail communication, the City Council will now be receiving Status Reports on a quarterly basis via agenda packet.

Conclusion:

Staff recommends that the City Council accept the Police Department quarterly status report for the period of July 2020 through September 2020.

Prepared By: Trista Kennedy, Executive Assistant

Reviewed By: Derrek Kaff, Chief of Police



Ken Hiatt
City Manager

Attachments:

1. Police Department Qtrly. Report - Jul. - Sept. 2020

WOODLAND POLICE DEPARTMENT

QUARTERLY REPORT

JULY - SEPTEMBER 2020



PRESENTED BY
CHIEF DERREK KAFF

The Quarterly Status Report includes a wide variety of information in an effort to better inform the public and the City Council.

OFFICE OF THE CHIEF

JULY - SEPTEMBER 2020

PERSONNEL	BUDGETED	FILLED
Sworn	68	66
Non-Sworn (FTE)	16	15
Non-Sworn (PT / Temp.)	7	6
Total	91	87



PATROL BUREAU

The backbone of any police organization is its Patrol Bureau. Patrol provides quality law enforcement services to our community 24 hours every day, 365 days per year.

During the 3rd quarter, the Police Department had two retirements: Sergeant Frank Ritter and Officer John Riley. Sergeant Ritter served the City of Woodland for 19 years and Officer Riley served for 17 years. The two vacancies have not yet been filled. During the 3rd quarter, we had two officers complete the field training program, Officers Garcia and Kattenhorn.

CRIME CATEGORY	JULY	AUG.	SEPT.	3RD QTR. TOTAL	PREVIOUS QTR. TOTAL	2020 YTD	2019 YTD
Homicide	0	0	0	0	0	1	2
Rape	1	2	2	5	2	11	11
Robbery	5	3	2	10	16	35	36
Aggravated Assaults	15	15	18	48	38	129	116
Simple Assaults	38	28	31	97	121	311	338
Burglary	8	16	10	34	70	149	178
Larceny/ Thefts	109	76	84	269	275	800	797
Motor Vehicle Theft	20	27	14	61	46	157	150
Arson	3	2	1	6	12	26	46
TOTAL	199	169	162	530	580	1,619	1,674

During this quarter, the police department made approximately 638 total adult arrests. Of the 638 arrests, 33.39% of the persons arrested reported they were transients.

REPORTS

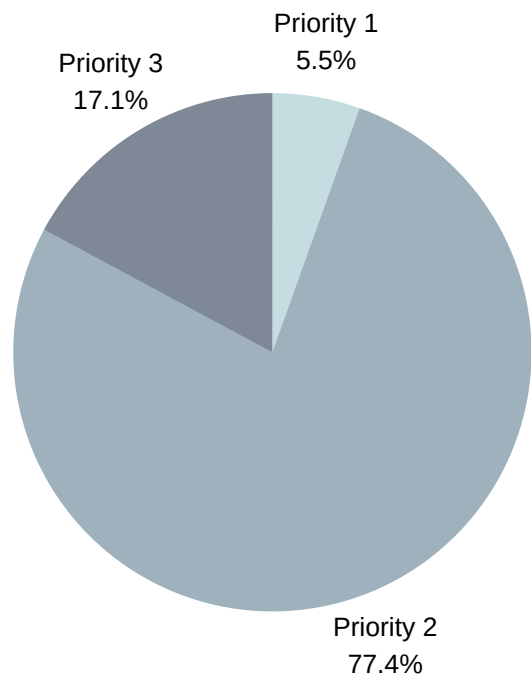
	JULY	AUG.	SEPT.	3RD QTR. TOTAL	PREVIOUS QTR. TOTAL	2020 YTD	2019 YTD
Incident Reports (includes online reports)	512	520	444	1,476	1,544	4,386	5,148
Main-in Reports (MLRs)	50	51	52	153	203	505	545
TOTAL	562	571	496	1,629	1,747	4,891	5,693

PATROL BUREAU

RESPONSE TIMES

	JULY	AUG.	SEPT.	3RD QTR. TOTAL	PREVIOUS QTR. AVERAGE	2019 3RD QTR. AVERAGE
Priority 1	8:15	8:22	6:16	7:38	8:16	7:21
Priority 2	12:14	13:06	11:35	12:18	12:48	12:42
Priority 3	19:15	19:15	15:16	17:55	16:52	17:50

3RD QUARTER CALLS FOR SERVICE PRIORITIES

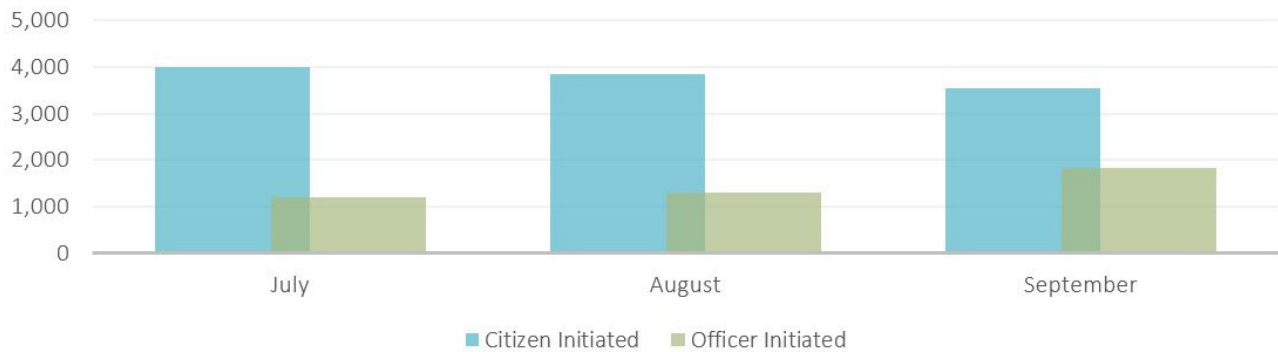


WORK LOAD

CALLS FOR SERVICE	JULY	AUG.	SEPT.	TOTAL	PREVIOUS QTR. AVERAGE	2019 3RD QTR. AVERAGE
Priority 1	81	85	80	246	246	282
Priority 2	1,174	1,212	1,093	3,479	3,456	3,652
Priority 3	256	242	273	771	792	848
All other calls for service	4,152	4,075	4,506	2,773	11,926	13,232
TOTAL	5,663	5,614	5,952	17,229	16,320	18,014

PATROL BUREAU

CALLS FOR SERVICE



INVESTIGATIONS BUREAU

The Investigations Bureau conducts follow-up criminal investigations on all felony and select misdemeanor crimes reported to the Police Department. Typically, a uniformed police officer responds to a call for service and prepares a police report which may require follow-up investigation. A Police Investigator is then assigned to conduct the follow-up, often requiring many hours of investigation before an arrest is made or a case is closed.

INVESTIGATIONS CASE LOAD



INVESTIGATIONS BUREAU

290 REGISTRANT ACTIVITY

	JULY	AUGUST	SEPTEMBER
TOTAL REGISTRANTS	143	148	152
Total transient registrants	25	26	28
290 PC violation warrants issued	2	2	0
Not in compliance with annual update	0	0	0

290 REGISTRANTS



PROPERTY AND EVIDENCE

	JUL. - SEPT. 2020	PREVIOUS QTR. TOTAL
Evidence Processed	1,753	1,505
Items Purged	734	722
Property for Safekeeping	158	109
Found Property	71	58
Property Returned to Owner	128	82

INVESTIGATIONS BUREAU

GANG TASK FORCE

The Gang Task Force (GTF) has been conducting additional patrol focused on proactivity, gathering gang intelligence and investigating gang crimes. The detectives assigned to the Gang Task Force have been working hard to update gang intelligence while investigating numerous shootings that have occurred since July 2019. They are working over 25 active gang investigations, including two of the homicides.

The Gang Task Force has made several arrests including three arrests for attempted murder, numerous arrests for drugs and warrants and several arrests for weapons violations. With the weapons violations arrests they have taken several handguns off the street. In order to keep combating gang violence, the Gang Task Force continues to work closely with all the Bureaus within the Police Department, and also, with allied agencies such as Yolo County Probation, Yolo County DA's Office, Yolo County Sheriff's Office, CDCR Parole and neighboring Police Departments.

YOUTH GANG REDUCTION, INTERVENTION & PREVENTION (YGRIP)

The YGRIP committee has continued to meet via Zoom meetings due to the COVID pandemic. YGRIP staff has been working on re-structuring the program and attempting to identify who needs assistance the most and identifying the most productive resources available.

COMMUNITY RELATIONS BUREAU

The Community Relations Bureau is also responsible for all community outreach events, training, and media relations.

SCHOOL RESOURCE OFFICERS (SRO)

There are three School Resource Officers (SROs) assigned to schools within the Woodland Joint Unified School District. They are responsible for all calls and incidents involving students while on school grounds. While responsible for typical calls for service at the campus, the SROs provide a much greater service.

Due to the COVID-19 shutdown, the SRO's have been reassigned to Patrol or the Gang Task Force. The SRO's have not been involved with any school activities per the direction of the Joint Unified School District. The Woodland Police Department has always been ready to use SRO's at the schools and submitted a Memorandum of Understanding (MOU) to the School District and School Board but they have not agreed to it yet.

GANG RESISTANCE EDUCATION AND TRAINING (G.R.E.A.T.) PROGRAM

GREAT has been postponed during the quarter due to the COVID Pandemic. The GREAT Instructors are working on a virtual plan for continuing the program during the 2020-2021 school year, pending the approval of the SRO MOU between the City and School District.

VOLUNTEERS IN POLICING PROGRAM

The Department's ViP program consists of 43 Volunteers and 7 Chaplains. The ViPs and Chaplains contributed 611.18 hours for the 3rd quarter for a total of 1,186.38 hours for 2020. The total hours for this quarter are:

VIP HOURS	JULY	AUGUST	SEPTEMBER	TOTAL
Chaplains	16	47.5	24	87.5
Volunteers	253.5	122.5	147.38	523.68

COMMUNITY RELATIONS BUREAU

The volunteer program currently has 43 active volunteers. During the 3rd quarter of the year, we brought on four new volunteers. Unfortunately, we also had four volunteers resign from the program. Two of the resignations were due to health reasons and two were because the volunteer was hired on with a law enforcement agency. During the month of July 9, volunteers assisted the department with a use of force audit. More than 10,000 cases were read through to assist with identifying data to assist with a public records act request. In the 3rd quarter, the volunteers also attended and assisted with the drive thru book donation event that we co-hosted with the Library, the departments first digital community meeting on the topic of neighborhood watch, and the car seat check event during National Child Passenger Safety Week.

Our Chaplains had the busiest quarter to date. They assisted with 4 different agencies and Senior Chaplain Matt Van Peurse assisted with the 9/11 ceremony and a promotional swearing in. In all during quarter 3, the chaplains responded to 28 calls for service.

UNIDOS

The objective of the UNIDOS program is to provide an opportunity for the Woodland Police Department to build a strong relationship with our Spanish-speaking residents and to serve as a resource center to help create an improved quality of life for the entire community.

Due to the ongoing COVID-19 restrictions, we were still unable to conduct in-person events. On August 21, 2020, UNIDOS launched “¿Preguntenos?” which encourages the community to ask us questions about anything related to the Police. These questions can be about laws, county or Police Department processes.

UNIDOS also created a social media tribute to Hispanic Heritage Month (Sept 15 – Oct 15), where we introduced several Woodland Police Department employees who are of Hispanic Heritage. Other posts shared were for Mexican Independence Day (Sept 16th). Posts like these have increased our followers and we are continuously working on ways to reach out to our community.

COMMUNITY RELATIONS BUREAU

EXPLORERS

The Explorer program is designed for high school students and young adults. The objective is to expose the Explorers to a very rewarding career in law enforcement and to be role models in their community and amongst their peers. The age group of Explorers are 14 to 20 years and the requirement for those in school is to maintain at least a 2.0 grade point average with no F's.

Due to COVID-19, the Explorers have not meet as a group this quarter.

However, one Explorer assisted on a recycle / cleanup project. The city donated two old recycle bins and the Explorer cleaned them up for use in the rear parking lot of the Police Department. The proceeds from the CRV will go toward the Explorer program. One of the active Explorers was accepted to Sacramento State University and will begin his four-year degree in criminal justice. The Explorer program is seeing interest from our youth, due to online input, and when COVID restrictions loosen in the county, we plan on meeting again as a group and bringing in new Explorers.

HOMELESS OUTREACH STREET TEAM

Project Roomkey exited 53 individuals in June however due to increase in COVID cases and outbreak at local shelter the City/County extended project to include quarantine site and lease 27 rooms at Valley Oak. This was for those exposed, symptomatic or tested by hospital staff. This project continues to require much collaboration and coordination with county and local partners for; food, laundry, security, case management, crisis intervention and rules violation. We have had 10 exit into permanent housing and back filled with previous Project Roomkey client that met FEMA population. This project is being funded by CARES act and will likely continue through January. Project Roomkey is funded by the CARES act that is distributed to the county. We assist the county by coordinating and ensuring our homeless community members have the resources they need.

HOST has established temporary agreement with Community Services Department to assist with clean-ups, one day a week to reduce camps being re-inhabited by others experiencing homelessness.

COMMUNITY RELATIONS BUREAU

Due to COVID 19 restrictions, HOST has struggled in collaborating with CalTrans for cleanups along I-5. Yolo County Work Project has not running due to COVID 19 restrictions which has reduced the team's ability to use their assistance in cleaning up camps and left over debris. Yolo County Probation employees have tried to assist when possible.

Woodland Police Department has collaborated with Yolo County Mental Health. A full time Mental Health Clinician is housed within the Woodland Police Department and responds to calls and assists with follow-up regarding people struggling with mental health. This has been an asset to the HOST team who frequently struggles with clients who have severe mental health issues. Through this collaboration there have been 3 subjects this quarter who have been provided mental health care that has resulted in long term housing.

HOST assisted an elderly female who was struggling with landscaping that was allowing transients to sleep alongside of her house. One member of the HOST team has begun coming in at 6:00 a.m. to assist graveyards with camping and early morning calls regarding Homeless individuals. This has been effective in providing a better more targeted response.

The following are some approximate general statistics related to HOST activity for the last quarter:

	JUL.- SEPT. 2020	PREVIOUS QTR. TOTAL
Contacts	1,078	858
Camps	367	250
Camps cleaned	165	97
Services offered/accepted	464 / 35	342 / 34
Business contacts	103	81
Arrests	71	39
Downtown Patrols	118	No data

COMMUNITY RELATIONS BUREAU

RECORDS DIVISION

The Records Division serves as one of the most important functions in the Department. The Division is responsible for entering and processing all crime, traffic, warrant, citation, towed vehicles and property information into computerized databases.

	JUL. - SEPT. 2020	PREVIOUS QTR. TOTAL
Reports processed	1,878	1,712
Citations entered	1,535	1,003
Traffic collisions	174	120
Warrants	600	180





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: F.5
SUBJECT: Quarterly Treasurer's Investment Report for the Quarter Ended September 30, 2020

Recommendation for Action:

Staff recommends that the City Council accept the quarterly Treasurer's Investment Report for the quarter ended September 30, 2020.

Staff Contact:

Adam Devlin, Senior Accountant, (530) 661-5835, adam.devlin@cityofwoodland.org

Fiscal Impact:

There is no impact on the City funds in association with the information contained herein. This report is for informational purposes only.

Background:

Each quarter staff is required to provide the City Council with a report from the City Treasurer on the status of investments. The purpose of this report is to provide the Council with information regarding liquidity, monthly cash flow and expected cash disbursements.

The City manages its investment portfolio in accordance with the guidelines established by the Council-approved Investment Policy. In managing the city's investment portfolio, preservation of principal is the primary objective, followed by liquidity and finally yield on investments.

The City primarily invests in the Local Agency Investment Fund (LAIF) and federal agency obligations because these are generally considered low risk investments. The City's securities are held in custodial care by U.S. Bank N.A., which provides monthly statements to the City of Woodland. The source of valuations for the securities is marked to market by U.S. Bank N.A.

The City utilizes the services of the investment firm of Cantor Fitzgerald L.P. to implement its investment strategy with the objective to increase yield and generate additional investment earnings while, at the same time, ensure that the portfolio's primary goal of providing safety and liquidity is preserved.

Discussion:

As of September 30, 2020, the City treasury consisted of investments with a total book value of \$155,502,117. The yield on the Local Agency Investment Fund (LAIF) balances for the quarter ending September 2020 was 0.84%, the average yield on the City of Woodland's investments as of September 30, 2020 was 1.65%. This results in an overall portfolio yield, combining all investments and LAIF of 1.34%.

The City Investment Policy has established a benchmark equal to the 90-day U.S. Treasury bill, which for the quarter ending September 2020 was 0.10%. The City exceeded its benchmark by 1.24%.

The City's investment strategy is to maintain 35% of the investment portfolio in highly liquid funds, achieve an

overall effective duration for investments of twenty-one months, and achieve a market rate of return of 0.75% based on the parameter of allowable investments. As of September 30, 2020, the City maintained 42.2% of the investment portfolio in highly liquid funds, achieved an overall effective duration for investments of fourteen months, and achieved a market rate of return of 1.34%. The City exceeded its target yield by 0.59%.

In response to the COVID-19 pandemic, the Federal Reserve reduced its benchmark interest rate to a target range of 0-0.25%. This unexpected decrease has led to a significant increase in the amount of calls on the City's investments. An investment is "called" when the institution that issued the investment security redeems or cashes it out, typically at maturity value plus accrued interest, prior to the expected maturity date. Investment calls are common and staff projects when we expect them to occur, but they happen much more frequently when interest rates are declining, as has been the case for the last six months. Given the interest rate environment and our current portfolio of investments, the City forecasts that approximately \$8,850,000 of investments will be called over the next quarter. The yield on the City's Called investments is significantly greater than the yield on investments that are available to the City for reinvestment, which means overall interest earnings will be reduced in the future. Also due to the pandemic, LAIF rates have steadily decreased from 1.05% on July 1, 2020 to 0.65% as of September 30, 2020. The City expects LAIF rates will continue to decline over the next quarter and beyond. Given the combination of these circumstances, the City anticipates its overall portfolio yield to decrease over the next quarter.

Over the next quarter the City will continue its focus on its objectives of safety, liquidity, and return on investment. The City will continue to invest in high-quality credit worthy securities and will continue to implement and evaluate its investment strategy. The investments will be made with the goal of increasing the overall effective duration of investments to twenty-one months and increasing the City's return on investment while maintaining compliance with the City's adopted Investment Policy.

Staff continues to research the possible addition of an environmental and socially responsible component to the City's investment policy. A workshop specifically focused on the investment policy and allowable investment options will occur in early 2021. Staff also continues to explore opportunities to implement a Community Reinvestment component within the overall investment portfolio. The City became a participant in the CalRise program offered by the California Statewide Communities Development Act (CSCDA) and has been evaluating direct investment opportunities with local banks in the community.

The attached report provides a summary of the City's current investments, includes the investment interest rates as they have matured, and current rates for new investments. All activities comply with the existing Investment Policy approved by the City Council. Additionally, a glossary of investment terminology and a report titled "Cash with Fiscal Agent" is included which lists the most recent information available regarding investments for the assessment districts/bond reserve fund dollars. The source of this information is monthly reports from the various district/bond Trustees.

Conclusion:

Staff recommends that the City Council accept the quarterly Treasurer's Investment Report for the quarter ended September 30, 2020.

Prepared By: Adam Devlin, Senior Accountant

Reviewed By: Kimberly McKinney, Finance Officer



Ken Hiatt
City Manager

Attachments:

1. Q1 FY2021 11.17.2020

**CITY OF WOODLAND
INVESTMENT REPORT**

September-20

SUMMARY OF INVESTMENTS

TYPE OF INVESTMENT	AMOUNT	TOTAL
Local Agency Investment Fund (LAIF)	\$59,877,043	38.5%
Certificates of Deposit	\$2,500,000	1.6%
US Government Agency Securities	\$37,650,000	24.2%
Non US Government Agency Securities	\$2,500,000	1.6%
Corporate Securities	\$44,066,692	28.3%
Municipal Securities	\$8,908,382	5.7%
TOTAL	\$155,502,117	100.0%

	<i>Maturity Date</i>	<i>Interest</i>	<i>Call Date</i>	<i>PAR Amount</i>	<i>Principal Amount</i>	<i>Current Market Value</i>	<i>Security ID</i>
Bridgwater Bank	6/16/2021	1.85	N/a	\$250,000	\$250,000	N/a	108622FR7
Business Bank	6/23/2021	1.80	N/a	\$250,000	\$250,000	N/a	12325EHU9
First Financial Bank	6/29/2021	1.85	N/a	\$250,000	\$250,000	N/a	32021MEY1
Summitt Community Bank	6/30/2021	1.85	N/a	\$250,000	\$250,000	N/a	86604XLZ7
DNB First Bank	6/16/2022	1.95	N/a	\$250,000	\$250,000	N/a	25590AAF7
Goldman Sachs Bank	6/21/2022	2.35	N/a	\$250,000	\$250,000	N/a	68148PKX4
Marine Bank	6/29/2022	1.95	N/a	\$250,000	\$250,000	N/a	56817TAA9
Marlin Business Bank	6/29/2022	1.95	N/a	\$250,000	\$250,000	N/a	57116APK8
Discover Bank	7/26/2022	2.30	N/a	\$250,000	\$250,000	N/a	2546726C7
Wells Fargo Bank	7/28/2022	2.30	N/a	\$250,000	\$250,000	N/a	949763JU1
Total Certificates of Deposit				\$2,500,000	\$2,500,000		
Federal Home Loan Bank	8/24/2021	2.00	8/24/2020	\$2,000,000	\$2,000,000	\$2,034,186	3130A93A7
Federal Farm Credit Bank	3/12/2024	1.05	3/12/2021	\$3,000,000	\$3,000,000	\$3,007,056	3133ELSL9
Federal Home Loan Bank	6/25/2024	0.55	6/25/2021	\$3,000,000	\$3,000,000	\$2,975,658	3130AJRN1
Federal Farm Credit Bank	9/27/2024	1.89	9/27/2021	\$2,000,000	\$2,000,000	\$2,025,962	3133EKU20
Federal Home Loan Mortgage Corp	9/27/2024	1.81	9/27/2021	\$2,000,000	\$2,000,000	\$2,026,444	3134GUDP2
Federal Home Loan Mortgage Corp	11/19/2024	1.86	11/19/2020	\$2,400,000	\$2,400,000	\$2,405,302	3134GUTQ3
Federal Home Loan Mortgage Corp	11/26/2024	2.00	5/26/2021	\$3,000,000	\$3,000,000	\$3,027,810	3134GUTT7
Federal Home Loan Mortgage Corp	1/6/2025	1.92	1/6/2021	\$2,000,000	\$2,000,000	\$2,007,990	3134GUP21
Federal Home Loan Mortgage Corp	1/8/2025	1.92	1/8/2021	\$2,000,000	\$2,000,000	\$2,006,952	3134GUP95
Federal Home Loan Bank	4/2/2025	1.05	10/2/2020	\$2,250,000	\$2,250,000	\$2,250,122	3130AJE54
Federal National Mortgage Association	6/4/2025	0.71	6/4/2021	\$3,000,000	\$3,000,000	\$3,004,305	3136G4WA7
Federal National Mortgage Association	6/24/2025	0.80	6/24/2021	\$3,000,000	\$3,000,000	\$3,003,828	3136G4WM1
Federal Home Loan Mortgage Corp	6/25/2025	0.70	6/25/2021	\$2,000,000	\$2,000,000	\$2,000,080	3134GVR26
Federal Farm Credit Bank	7/29/2025	0.58	7/29/2022	\$2,000,000	\$2,000,000	\$2,002,026	3133ELZ80
Federal Farm Credit Bank	8/4/2025	0.68	11/4/2020	\$2,000,000	\$2,000,000	\$2,000,738	3133EL2U7
Federal National Mortgage Association	8/26/2025	0.60	8/26/2021	\$2,000,000	\$2,000,000	\$1,999,580	3136G4X32
Total US Government Agency Securities				\$37,650,000	\$37,650,000	\$37,778,038	
International Finance Corporation	1/15/2025	1.63	1/15/2022	\$2,500,000	\$2,500,000	\$2,535,728	45950VNR3
Total Non US Government Agency Securities				2,500,000	2,500,000	2,535,728	
United Parcel Service	1/15/2021	3.13	N/a	\$1,000,000	\$1,042,770	\$1,008,332	911312AM8
Johnson & Johnson	5/15/2021	3.55	N/a	\$500,000	\$531,000	\$510,918	478160AZ7
Google	5/19/2021	3.63	N/a	\$1,000,000	\$1,069,370	\$1,021,962	02079KAA5
United Health Group	6/15/2021	3.15	N/a	\$1,500,000	\$1,522,305	\$1,530,954	91324PDH2
Citibank	7/23/2021	3.40	N/a	\$1,000,000	\$1,023,790	\$1,023,733	17325FAQ1
Caterpillar	8/9/2021	1.70	N/a	\$500,000	\$501,113	\$506,195	14912L6U0
Pepsico	10/6/2021	1.70	N/a	\$500,000	\$488,785	\$506,259	713448DL9
JPMorgan Chase & Co	1/24/2022	4.50	N/a	\$500,000	\$535,990	\$526,752	46625HJD3
Apple (APPL)	2/9/2022	2.50	N/a	\$500,000	\$509,485	\$513,948	037833CM0
Chevron	3/3/2022	2.41	N/a	\$500,000	\$506,350	\$513,033	166764AT7
Pepsico	5/2/2022	2.25	N/a	\$500,000	\$504,250	\$514,150	713448DT2
IBM	9/8/2022	2.20	N/a	\$500,000	\$497,315	\$519,557	44932HAC7
Visa	9/15/2022	2.15	N/a	\$1,000,000	\$1,015,480	\$1,035,299	92826CAG7
JP Morgan Chase	9/23/2022	3.25	N/a	\$500,000	\$504,580	\$527,778	46625HJE1
Visa	12/14/2022	2.80	N/a	\$1,000,000	\$1,008,090	\$1,051,003	92826CAC6
Toyota	1/11/2023	2.70	N/a	\$1,000,000	\$1,002,790	\$1,049,803	89236TBL5
Charles Schwab	1/25/2023	2.65	N/a	\$1,000,000	\$1,011,190	\$1,048,849	808513AT2
John Deere	1/27/2023	2.80	N/a	\$1,000,000	\$1,015,930	\$1,056,442	24422ERT8
Berkshire Hathaway	3/15/2023	2.75	N/a	\$500,000	\$501,445	\$527,023	084670BR8
TJX Companies	5/15/2023	2.50	N/a	\$500,000	\$507,615	\$524,252	872540AP4
Chevron	6/24/2023	3.19	N/a	\$1,000,000	\$1,013,720	\$1,068,934	166764AH3
Bank of America	7/21/2023	2.82	7/21/2022	\$1,000,000	\$1,004,840	\$1,038,569	06051GGQ6
Oracle	9/15/2023	2.40	N/a	\$500,000	\$492,750	\$526,096	68389XBL8
Toyota	9/20/2023	3.45	N/a	\$1,000,000	\$1,025,110	\$1,086,141	89236TFN0
Citibank	1/23/2024	3.65	N/a	\$1,000,000	\$1,036,710	\$1,095,472	17325FAS7
Citibank	1/23/2024	3.65	N/a	\$569,000	\$604,710	\$623,324	17325FAS7

**CITY OF WOODLAND
INVESTMENT REPORT**

	<i>Maturity Date</i>	<i>Interest</i>	<i>Call Date</i>	<i>PAR Amount</i>	<i>Principal Amount</i>	<i>Current Market Value</i>	<i>Security ID</i>
Charles Schwab	2/1/2024	3.55	N/a	\$600,000	\$623,478	\$655,691	808513AY1
US Bancorp	2/5/2024	3.38	N/a	\$1,000,000	\$1,026,700	\$1,088,894	91159HHV5
Apple	2/9/2024	3.00	N/a	\$500,000	\$505,235	\$538,675	037833CG3
IBM	2/12/2024	3.63	N/a	\$500,000	\$528,850	\$550,102	459200HU8
Home Depot	2/15/2024	3.75	N/a	\$1,000,000	\$1,074,300	\$1,102,939	437076BC5
Illinois Tool Works	3/1/2024	3.50	N/a	\$1,000,000	\$1,050,720	\$1,097,693	452308AT6
Pepsico	3/1/2024	3.60	N/a	\$1,000,000	\$1,069,750	\$1,097,693	713448CM8
Apple	5/6/2024	3.45	N/a	\$1,000,000	\$1,037,300	\$1,103,675	037833AS9
Bank of New York Mellon	5/15/2024	3.40	N/a	\$1,000,000	\$1,039,920	\$1,098,251	06406HCV9
HSBC	6/23/2024	3.50	N/a	\$500,000	\$527,365	\$540,246	40434CAD7
American Honda Finance	6/27/2024	2.40	N/a	\$500,000	\$505,140	\$529,218	02665WCZ2
Toyota	7/25/2024	2.41	7/25/2021	\$1,300,000	\$1,300,000	\$1,317,033	89236TGD1
US Bancorp	7/30/2024	2.40	N/a	\$500,000	\$509,055	\$531,752	91159HHX1
US Bancorp	7/30/2024	2.40	N/a	\$500,000	\$506,245	\$531,752	91159HHX1
US Bancorp	7/30/2024	2.40	N/a	\$1,000,000	\$1,029,250	\$1,063,504	91159HHX1
Air Products & Chemicals	7/31/2024	3.35	N/a	\$1,000,000	\$1,059,210	\$1,094,921	009158AV8
Amazon	8/22/2024	2.80	N/a	\$500,000	\$517,425	\$541,720	023135AZ9
United Parcel Service	9/1/2024	2.20	N/a	\$500,000	\$502,340	\$530,788	911312BT2
Coke	9/6/2024	1.75	N/a	\$500,000	\$499,285	\$522,382	191216CL2
JP Morgan Chase	11/24/2024	2.30	11/27/2021	\$1,000,000	\$1,000,000	\$1,007,971	48128GM49
Estee Lauder	12/1/2024	2.00	N/a	\$1,000,000	\$1,014,350	\$1,052,339	29736RAN0
Estee Lauder	12/1/2024	2.00	N/a	\$1,000,000	\$1,004,020	\$1,052,339	29736RAN0
Toyota	2/13/2025	1.80	N/a	\$1,000,000	\$1,001,380	\$1,043,987	89236TGT6
WW Grainger	2/15/2025	1.85	N/a	\$1,500,000	\$1,545,900	\$1,575,080	384802AE4
Precision Castpart	6/15/2025	3.25	N/a	\$1,000,000	\$1,111,990	\$1,108,850	740189AM7
Wells Fargo	6/17/2025	1.50	6/17/2022	\$1,000,000	\$1,000,000	\$995,062	95001DAD2
JPMorgan Chase & Co	6/23/2025	1.05	6/23/2024	\$1,000,000	\$1,000,000	\$1,000,850	48128GU40
Total Corporate Securities				\$42,969,000	\$44,066,692	\$45,330,053	
California ST GO UNLT TXBL	4/1/2021	2.80	N/a	\$725,000	\$736,905	\$733,744	13063DGA0
California ST GO UNLT TXBL-High Speed Passenger Train-Series A	4/1/2022	2.37	N/a	\$415,000	\$425,371	\$427,085	13063DAD0
University of California CA REV TXBL-Series BA	5/15/2023	3.30	N/a	\$830,000	\$880,273	\$891,379	91412HBK8
Los Angeles CA GO TXBL REF-Series A	9/1/2023	2.64	N/a	\$1,925,000	\$2,020,596	\$2,049,047	544351KS7
San Francisco City & County CA Public Utility Company REV TXBL-Se	11/1/2023	2.81	N/a	\$455,000	\$485,799	\$486,477	79765R3V9
Sacramento County CA TXBL REV Sanitation District FA REF-Series E	12/1/2023	3.20	N/a	\$450,000	\$477,329	\$486,936	786134VD5
Los Angeles CA GO TXBL REF-Series A	9/1/2024	2.84	N/a	\$1,000,000	\$1,079,870	\$1,091,710	544351KT5
California ST Municipal FA REV TXBL Harvey Mudd College	12/1/2024	1.85	N/a	\$595,000	\$603,520	\$619,038	13048VN27
University of California REV TXBL Limited Project REF-Series J	5/15/2025	3.36	N/a	\$2,000,000	\$2,198,720	\$2,228,480	91412GXQ3
Total Municipal Securities				\$8,395,000	\$8,908,382	\$9,013,895	
Total of LAIF Funds & Investments Detail					\$155,502,117		
Check Total (Should be zero)					\$0		

CASH ACCOUNTS as of 9/30/20

Bank Accounts with U.S. Bank	\$7,357,118
Petty Cash	\$2,778
Cash with Fiscal Agent	\$8,467,713
Funds Held By Section 115 Pension Trust	\$6,985,511

**CITY OF WOODLAND
INVESTMENT REPORT**

	<i>Maturity Date</i>	<i>Interest</i>	<i>Call Date</i>	<i>PAR Amount</i>	<i>Principal Amount</i>	<i>Current Market Value</i>	<i>Security ID</i>
INTEREST SUMMARY							
Prior Quarters Interest Earned - Investments			\$0				
Prior Quarters Interest Earned - LAIF			\$0				
Total Interest Received			<u>\$0</u>				
Interest Received from July 1, 2020 to September 30, 2020			<u>\$914,086</u>				
Total Fiscal Year-to-Date Interest Received			<u><u>\$914,086</u></u>				

The interest received does not always represent the interest earned. LAIF records interest on a quarterly basis but does not report it until the 15th of the month following the end of the quarter. The interest received on Treasury Notes is received every six months either on the 15th or the last day of the month. Bond interest is posted every six months to the date of settlement.

**CITY OF WOODLAND
ACTIVITY REPORT**

DATE	DESCRIPTION	DEBIT	CREDIT	DEBITS
LAIF TREASURER				
07/01/20	Month Beginning Balance			\$58,658,038
07/01/20	Withdrawl from LAIF		\$2,000,000	\$56,658,038
07/15/20	Quarterly Interest	\$219,005		\$56,877,043
07/31/20	Withdrawl from LAIF		\$2,000,000	\$54,877,043
08/04/20	Withdrawl from LAIF		\$1,000,000	\$53,877,043
09/11/20	Withdrawl from LAIF		\$2,000,000	\$51,877,043
09/25/20	Deposit into LAIF	\$8,000,000		\$59,877,043
09/30/20	Month End Balance			\$59,877,043
Bonds and Other Investments				
07/01/20	Month Beginning Balance			\$107,743,558
07/17/20	Called FHLMC 3134GU3DO		\$2,991,000	\$104,752,558
07/21/20	Called FHLB 3130AHWC3		\$2,000,000	\$102,752,558
07/29/20	Purchase FFCB 3133ELZ80	\$2,000,000		\$104,752,558
08/03/20	Matured Wex Bank 92937CFV5		\$250,000	\$104,502,558
08/04/20	Purchase FFCB 3133EL2U7	\$2,000,000		\$106,502,558
08/12/20	Matured Pfizer 717081DR1		\$571,167	\$105,931,392
08/19/20	Called FFCB 3133EKC20		\$2,000,000	\$103,931,392
08/21/20	Called FHLB 3130AJE47		\$1,304,348	\$102,627,044
08/26/20	Purchase FNMA 3136G4X32	\$2,000,000		\$104,627,044
09/15/20	Matured FNMA 3136G3PK5		\$2,000,000	\$102,627,044
09/17/20	Called FFCB 3133ELL93		\$2,000,000	\$100,627,044
09/28/20	Called FHLB 3130AEX54		\$1,999,000	\$98,628,044
09/30/20	Called FHLMC 3134GVX45		\$3,002,970	\$95,625,074
09/30/20	Month End Balance			\$95,625,074
END OF MONTH TOTAL DEBITS				\$155,502,117
Check Total (Should be Zero)				-
Transactions w/LAIF		6		
Purchase of New Bonds		3		
Bonds Called		7		
Purchase of New CD		0		
CD Matured		1		
Bonds Sold		2		
Bonds Matured		0		

2014 Wastewater Revenue Bonds

Revenue fund	\$0.44	\$0.44	US Bank Mmkt 5 -Ct	\$0.44
Interest fund	\$0.00	\$0.00	US Bank Mmkt 5 -Ct	\$0.00
Principal Fund	\$0.00	\$0.00	US Bank Mmkt 5 -Ct	\$0.00
Redemption fund	\$0.00	\$0.00	US Bank Mmkt 5 -Ct	\$0.00
Rebate Fund	\$0.00	\$0.00	US Bank Mmkt 5 -Ct	\$0.00

CFD - Gibson Ranch

Revenue fund	\$3,820.33	\$3,820.33	Cash Mgmt-1st Am Treasury	\$0.00
Interest fund	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury	\$0.00
Principal Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury	\$0.00
Reserve fund	\$225,826.17	\$225,826.17	Cash Mgmt-1st Am Treasury	\$1.17
Redemption fund	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury	\$0.00
Sinking Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Treasury	\$0.00

Spring Lake 2013

Special Tax Fund	\$18,409.16	\$18,409.16	Cash Mgmt-1st Am Govt Oblig	\$0.27
Interest Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Govt Oblig	\$0.00
Principal Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Govt Oblig	\$0.00
Reserve fund	\$2,144,751.62	\$2,144,751.62	Cash Mgmt-1st Am Govt Oblig	\$11.05
Prepayment Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Govt Oblig	\$0.00
Rebate Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Govt Oblig	\$0.00

Spring Lake 2016

Special Tax Fund	\$16,552.96	\$16,552.96	Cash Mgmt-1st Am Govt Oblig	\$0.10
Interest Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Govt Oblig	\$0.00
Principal Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Govt Oblig	\$0.00
Reserve Fund	\$1,105,247.85	\$1,105,247.85	Cash Mgmt-1st Am Govt Oblig	\$5.74
Proceeds Fund	\$0.20	\$0.20	Cash Mgmt-1st Am Govt Oblig	\$0.01

Spring Lake 2019

Special Tax Fund	\$13,286.81	\$13,286.81	Cash Mgmt-1st Am Govt Oblig	\$0.00
Interest Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Govt Oblig	\$0.00
Principal Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Govt Oblig	\$0.00
Reserve Fund	\$1,500,325.06	\$1,500,325.06	Cash Mgmt-1st Am Govt Oblig	\$7.74
Capitalized Interest Fund	\$653,612.90	\$653,612.90	Cash Mgmt-1st Am Govt Oblig	\$5.98
Proceeds Fund	\$0.00	\$0.00	Cash Mgmt-1st Am Govt Oblig	\$0.00

Water Revenue Bonds 2011

Revenue Fund	\$11.82	\$11.82	US Bank Mmkt 5 -Ct	\$0.06
Interest Fund	\$0.00	\$0.00	US Bank Mmkt 5 -Ct	\$0.00
Principal Fund	\$0.00	\$0.00	US Bank Mmkt 5 -Ct	\$0.00
Reserve Fund	\$1,324,400.00	\$1,324,400.00	US Bank Mmkt 5 -Ct	\$5.61
Redemption Fund	\$0.00	\$0.00	US Bank Mmkt 5 -Ct	\$0.00
Surplus Fund	\$0.00	\$0.00	US Bank Mmkt 5 -Ct	\$0.00

Safe Drinking Water State Revolving Fund 2014

Payment Fund	\$5.37	\$5.37	US Bank Mmkt 5 -Ct	\$0.00
Reserve fund	\$138,774.89	\$138,774.89	US Bank Mmkt 5 -Ct	\$0.59

ARRA 2011

Payment Fund	\$833,000.94	\$833,000.94	Cash Mgmt-1st Am Govt Oblig	\$3.67
Reserve fund	\$351,282.50	\$351,282.50	Cash Mgmt-1st Am Govt Oblig	\$1.73

CDBG

Savings Account	\$138,404.20	\$138,404.20	<u>Bank of America - Quarterly Bank Statement</u>	
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TOTAL	\$8,467,713.22
Check Summary Total (Should be zero)	\$0.00

Investment Glossary

Call date - the date on which a bond can be redeemed before maturity. If the issuer feels there is a benefit to refinancing the issue, the bond may be redeemed on the call date at par or at a small premium to par.

Current market value (CMV) - the resale valuation attached to a security held long in an investor's margin account. The current market value is usually taken as the closing price for listed securities.

CUSIP (Security ID) - stands for Committee on Uniform Securities Identification Procedures. Formed in 1962, this committee developed a system (implemented in 1967) that identifies securities, specifically U.S. and Canadian registered stocks, and U.S. government and municipal bonds. The CUSIP number consists of a combination of nine characters, both letters and numbers, which act as a sort of DNA for the security - uniquely identifying the company or issuer and the type of security. The first six characters identify the issuer and are assigned in an alphabetical fashion; the seventh and eighth characters (which can be alphabetical or numerical) identify the type of issue; and the last digit is used as a check digit.

Interest rate - the amount charged, expressed as a percentage of principal, by a lender to a borrower for the use of assets. Interest rates are typically noted on an annual basis, known as the annual percentage rate (APR).

Maturity date - the date on which the principal amount of a note, draft, acceptance bond or another debt instrument becomes due and is repaid to the investor and interest payments stop.

Par - In its most common usage, par value applies to bonds. The term refers to the face value of the bond, that is, the value at which the issuer will redeem the bond at maturity.

Principal - is used to refer to the original amount of investment. A bond's principal is the amount of money the bond-issuer owes to the bondholder upon maturity.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: F.6
SUBJECT: Side Letter of Agreement - Fire Mid-Management Unit Employees

Recommendation for Action: Staff recommends that the City Council approve the Side Letter of Agreement with the Fire Mid-Management Unit Employees.

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. Since July, the City Council has approved seven side letters with employee associations agreeing to concessions requested by the City. The Fire Mid-Management Association (FMMA) 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 FMMA will save approximately \$11,000 across all City funds.

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 anticipated savings from employee concessions.

City staff began meetings with each of the employee groups in the spring to discuss the budget challenges and requested employees to propose ideas that would achieve the equivalent of a five percent (5%) reduction in pay for fiscal year 2020/21. Discussions have been productive with all groups. Approval of the side letter with the Fire Mid-Management Unit Employees will complete total participation by all City employees in concessions achieved to meet requested budgetary savings.

Discussion:

There are eight bargaining units that represent full-time 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, each group has is in contract with MOUs that cover the time period including 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 Fire Mid-Management Association terms of the Side Letter of Agreement are as follows:

- Additional 3% Employee contribution toward Employer contribution of PERS Retirement (November 1, 2020 through July 31, 2021)
- Additional monthly sick leave granted in recognition of deferred salary adjustment (16 hours).
- Additional one time allocation of Administrative Leave July 1, 2021 (24 hours)

Conclusion:

Staff recommends that the City Council approve the Side Letter of Agreement with the Fire Mid-Management Unit Employees.

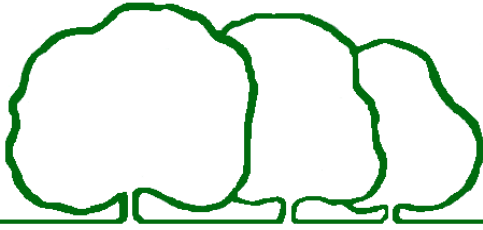
Prepared By: Kim McKinney, Finance Officer



Ken Hiatt
City Manager

Attachments:

1. FMMA Draft SideLetter 11.17.20(FINAL)



City of Woodland

DATE: November 17, 2020

TO: Richard Thomas
Woodland Fire Mid-Manager Association

FROM: Ken Hiatt, City Manager

SUBJECT: Memorandum of Understanding (MOU) Side Letter of Agreement

This Side Letter of Agreement serves to memorialize the agreement between the City of Woodland and the Woodland Fire Mid-Management Association.

The following modifications shall be made to the Memorandum of Understanding between the City and the Woodland Fire Mid-Management Association (FMMA) covering the period from July 1, 2019 to June 30, 2023.

Section .3. PERS Retirement

3.1.2.2.1. Employee/Employer Contribution (New Section)

Effective November 1, 2020, the employees of this Association will pay an additional three (3.0%) towards the Employer contribution of PERS Retirement from November 1, 2020 through July 31, 2021.

Section 5.3 Sick Leave

5.3.1.1 Sick Leave Accumulation (New Section)

In recognition of the additional three (3%) percent contribution to the Employer Share of PERS Retirement, each Fire Mid-Management employee will receive an additional sixteen (16) hours of sick leave per month. These hours will be added to employee's sick leave bank from November 1, 2020 to July 31, 2021. This additional sick leave is not eligible for conversion to an employee's RHSP.

Section 5.5.1 Administrative Leave Compensation

Operational and Non-Operational Shift Employees shall receive an additional one (1) time allocation of 24 hours of Administrative Leave on July 1, 2021. No overtime will be allowed to cover employees' use of the additional Administrative Leave hours and the maximum payout amounts stipulated in Section 5.5.2 shall be adjusted to include this additional Administrative Leave. All other provisions of Section 5.5.1 of the FMMA MOU which expires on June 30, 2023 shall remain unchanged.

AGREED TO THIS DATE:

FOR THE CITY OF WOODLAND

FOR THE WOODLAND FIRE MID-MANAGEMENT
ASSOCIATION

Ken Hiatt, City Manager

Richard Thomas, President



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: F.7
SUBJECT: Amendment to the Professional Services Agreement with AECOM

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute Amendment #3 to the consultant services agreement with AECOM for an additional amount not to exceed \$15,000, for the Environment Impact Report (EIR) for the Woodland Research and Technology Park Specific Plan Project and authorize the City Manager to execute the agreement and amendments, as necessary, up to 10% (\$29,000) of the agreement amount.

Staff Contact:

Erika Bumgardner, Business Development Liaison, (530) 661-5886, Erika.Bumgardner@cityofwoodland.org

Fiscal Impact:

The subject AECOM professional services agreement is associated with the Woodland Research and Technology Park Specific Plan ("Specific Plan") Project. All application processing costs are covered by the project applicant.

As directed by City Council, the City has entered into an Agreement for Advance of Funds with the project applicant. The advanced funding agreement outlines a payment plan proposed by the applicant to cover all project costs.

The original AECOM professional services agreement involved the preparation of the Specific Plan Environmental Impact Report (EIR). The original AECOM contract was for \$206,510, which was later amended by \$71,278 for the preparation of off-site environmental analysis in support of the Specific Plan project. The agreement is for \$277,788.

Background:

On June 6, 2017, the City Council authorized City staff to proceed with preparation of the Specific Plan; approving professional services agreements with AECOM for the project EIR (\$206,510).

On December 19, 2018, Amendment #1 to the AECOM professional services agreement was executed to extend the contract timeframe to complete the EIR analysis.

On September 17, 2019, the City Council approved Amendment #2 to the AECOM contract for \$71,278, to allow for the completion of environmental review necessary for the project EIR, specifically additional off-site environmental analysis not included in the original scope of work.

Discussion:

The proposed Amendment #3 to AECOM's professional services agreement will allow for the completion of environmental review necessary for the project EIR and related offsite improvements. The amendment increases the contract amount by up to \$15,000 to cover additional time and analysis not originally anticipated in the project scope of work.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute Amendment #3 to the consultant services agreement with AECOM for an additional amount not to exceed \$15,000, for the Environment Impact Report (EIR) for the Woodland Research and Technology Park Specific Plan Project and authorize the City Manager to execute the agreement and amendments, as necessary, up to 10% (\$29,000) of the agreement amount.

Prepared By: Erika Bumgardner, Business Development Liaison

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



Ken Hiatt
City Manager

Attachments:

1. Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE THIRD AMENDMENT TO THE PROFESSIONAL SERVICES
AGREEMENT WITH AECOM FOR THE ENVIRONMENTAL IMPACT REPORT AND
RELATED SUPPORT WORK FOR THE WOODLAND RESEARCH AND
TECHNOLOGY PARK SPECIFIC PLAN PROJECT**

WHEREAS, on June 6, 2017, the City of Woodland (“City”) authorized City staff to proceed with preparation of the Woodland Research and Technology Park Specific Plan (“Specific Plan”) as proposed by the Woodland Research and Technology Group (“Applicant”) (PLNG17-00017); and

WHEREAS, on June 6, 2017, the City Council approved professional services agreements (“Agreements”) with AECOM for \$206,510, for the preparation of technical and environmental analysis in support of the Woodland Research and Technology Park Specific Plan project and authorized the City Manager, or his designee, to execute the agreements and amendments as necessary up to 20% of the agreement amount; and

WHEREAS, on December 19, 2018, Amendment #1 to the AECOM professional services agreement was executed to extend the contract timeframe to complete the EIR analysis; and

WHEREAS, on September 17, 2019, Amendment #2 to the AECOM professional services agreement was executed for \$71,278, for technical and environmental analysis in support of the project; and

WHEREAS, additional environmental review is necessary for the completion of environmental review necessary for the project Environmental Impact Report (EIR) and related offsite improvements; and

WHEREAS, the Applicant has agreed to fund all costs associated with the review and preparation of the Specific Plan through an Agreement for Fund Advancement entered into by the Applicant and City on December 15, 2017.

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

Section 1. The City Council hereby approves the Third Amendment to the professional services agreement with AECOM, in an amount not to exceed \$15,000 for the Environmental Impact Report for the Woodland Research and Technology Park Specific Plan Project and authorizes the City Manager to execute the agreement and amendments, as necessary, up to 10% (\$29,000) of the agreement amount. The City Attorney is hereby authorized to make clarifying and confirming changes so long as the total dollar amount authorized in the Agreement is within the Council authorization.

PASSED AND ADOPTED this 17th day of November 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: November 17, 2020
ITEM #: F.8
SUBJECT: 2020 Sewer & Water Repair & Replacement Project, CIP #20-07

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the reallocation of \$755,000 of Sewer Enterprise Funds from Large Diameter Wastewater Pipeline Repairs, Replacement and Lining, CIP 14-15, to 2020 Sewer & Water Repair & Replacement Project, CIP 20-07; and approving construction contingencies of up to \$1,160,000 (26.6% of the contract award amount of \$4,359,548) for a total contract amount of \$5,519,548.

Staff Contact:

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

Fiscal Impact:

The 2020 Sewer & Water Repair & Replacement Project (CIP 20-07) is fully funded in the approved Capital Improvement Program Budget. On February 2, 2020, the City Council approved the total project budget of \$5.5 million dollars to cover the construction contract with T&S Construction Co., Inc. in an amount of \$4,359,548, and includes authorization of up to 10% construction contract contingency (\$435,955), construction inspection, other project expenses and staff time. Due to changes in the work on account of unforeseen conditions, construction is expected to cost more than originally estimated and the construction contingency requires an additional \$755,000 in order to cover the increased construction costs with a total construction contingency of up to \$1,160,000. During bidding, the contractor's bids came in significantly below the Engineer's Estimate. The Engineer's Estimate for construction was \$5,021,000, with the additional work, the construction contract is approximately 10% over the original engineer's estimate.

There are no impacts to the City's General Fund.

Background:

The Project (CIP 20-07) was scoped as precursor to the West Gibson Road Bike-Pedestrian Mobility (Gibson Roadway Reconstruction) Project, CIP 20-01, which will reconstruct Gibson Road between East Street and West Street. CIP 20-07 will complete the necessary water and sewer repairs and clear the way for pavement replacement. Elements of CIP 20-07 include installation of more than 6,500 linear feet of water main, connection for all residences to the new main with new polyethylene services, rehabilitation of more than 75 sewer laterals and the interior lining of more than 7,500 linear feet of sewer mains.

The deep large diameter sewer pipe on East Street between Gibson Street and Gum Street is part of a multi-year project to transfer sewer flows from the Beamer Trunk Sewer to the Gibson Trunk Sewer and to address existing sewer deficiencies on Pendegast Street.

Discussion:

Four change orders were previously executed during the project, resulting in a total amount of \$258,546 for additional work on Gibson Road with one additional potential change order in the amount of \$100,000 for work currently underway for a total of \$360,000 in Gibson Road change orders. The work included lowering

existing utilities to accommodate the upcoming road project, installing electrical conduit for street lighting, and realigning water and sewer to accommodate unknown buried utilities that were discovered during construction. This is not surprising for a project of this nature where 80-year old utilities are being replaced in a street and there is a need to accommodate an upcoming road reconstruction project.

During construction of the deep large diameter sewer on East Street, the trench walls have been caving into the excavation causing difficulty in installing the pipe and resulting in collapse of the trench and adjacent roadway section. The soils in East Street between Gibson Road and Gum Street are sandy loams and sandy silts according to the geotechnical evaluation conducted in October and are slightly different than soils in other nearby areas. Due to the sandy soils, a more robust shoring system is necessary. Additionally, old concrete pavement is located above the pipeline alignment, requiring additional work to remove the concrete within the trench section. The existence of the concrete pavement was not known. In consultation with the City's Attorney's office, staff have determined the soil conditions at this site constitute conditions that are different from what was expected in this area. Staff have been working with the contractor on solutions including changing methodology to a slide rail shoring system to protect the trench and road, changing to a widened trench with sloped walls, or even deleting the work from their contract. A sloped trench would disrupt traffic on East Street and require significant additional cost to rebuild the road. The slide rail shoring system is a better solution. The change order is for the slide rail shoring system and slower productivity on account of having to work within shoring. The shoring system will also protect East Street from caving into the excavation and minimize road paving costs.

See below for a breakdown of the project costs:

Construction Contract	\$4,359,548
Project Design	\$265,000
Change Orders on Gibson Road	\$360,000
Additional work on East Street	\$800,000
Total Construction Cost	\$5,784,548
Project/Construction Management and Staff time	\$450,000
Railroad permitting	\$20,000
Total Project Costs	\$6,254,548
Original Project Budget	\$5,500,000
Additional Budget Required (rounded)	\$755,000

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, approving the reallocation of \$755,000 of Sewer Enterprise Funds from Large Diameter Wastewater Pipeline Repairs, Replacement and Lining, CIP 14-15, to 2020 Sewer & Water Repair & Replacement Project, CIP 20-07; and approving construction contingencies of up to \$1,160,000 (26.6% of the contract award amount of \$4,359,548) for a total contract amount of \$5,519,548.

Prepared By: Tim Busch, Principal Utilities Civil Engineer

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



Ken Hiatt
City Manager

Attachments:

1. reso_2020.11.17 amend construction contingency CIP 20-07

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO
REALLOCATE FUNDING AND INCREASE PROJECT CONTINGENCY FOR CIP 20-07,
THE 2020 SEWER & WATER REPAIR & REPLACEMENT PROJECT**

WHEREAS, the City Council approved Resolution 7399 on February 4, 2020, to execute a construction contract with T&S Construction Co., Inc. (T&S) in the amount of \$4,359,548 and approved a 10% construction contingency (\$435,955) for the 2020 Sewer & Water Repair & Replacement Project, CIP 20-07 (the "Project") with a total project budget of \$5,500,000; and

WHEREAS, the conditions encountered constructing the new 18" sewer interceptor in East Street require an increased level of effort to safely restrain the soils; and

WHEREAS, additional funding is necessary in order to cover the increased level of effort. The current contract change order total is \$360,000 of the approved \$435,955 contingency, and the cost for the increased level of effort to construct the sewer interceptor amounts to \$800,000; and

WHEREAS, the City Council wishes to approve the reallocation of \$755,000 of Sewer Enterprise Funds from Large Diameter Wastewater Pipeline Repair, Replacement, and Lining, CIP 14-15 to the Project to cover increased costs to construct the Project.

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

Section 1. The City Council hereby approves the reallocation of \$755,000 of Sewer Enterprise Funds from Large Diameter Wastewater Pipeline Repair, Replacement, and Lining, CIP 14-15 to the 2020 Sewer and Water Repair and Replacement Project, CIP 20-07.

Section 2. The City Council hereby approves construction contingencies of up to \$1,160,000 for a total contract amount of up to \$5,519,548.

PASSED AND ADOPTED this 17th day of November 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Richard Lansburgh, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: F.9
SUBJECT: MOU with Woodland Joint Unified School District related to Preparation of Youth Master Plan

Recommendation for Action: Staff recommends that the City Council authorize the City Manager to execute a Memorandum of Understanding with Woodland Joint Unified School District related to the preparation of a Woodland Youth Master Plan.

Staff Contact:

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

Fiscal Impact:

The cost to prepare the Woodland Youth Master Plan is approximately \$73,000. The overall effort is divided into three phases. The action being considered by Council at this time is related only to Phase 1. The cost of Phase 1 is \$24,900 of which the City would fund 50% (\$12,450) with the remaining 50% being funded by WJUSD. The City Council approved carrying over \$25,000 of Measure J funds from last fiscal year to cover the preparation of the Master Plan. Therefore, there are funds available and set aside in the current operating budget for this effort.

Background:

On July 16, 2019 the City Council provided input and support on the City collaborating with WJUSD to prepare a Woodland Youth Master Plan. The preparation of a youth master plan is a concept that originated from conversations during the monthly 3x2x2 meetings with WJUSD (3 trustees), Woodland Community College (2 trustees), and City Council representatives (Mayor Pro Tempore Stallard and Council Member Rodriguez). The preparation of the plan also fulfills the initiative included in the City Council 2019/20 Priority Goals, "Explore Collaboration with WJUSD on development of a community-wide Youth Master Plan."

In Woodland, like all other cities, many stakeholders have responsibility over providing services for youth, protecting their safety, and helping them develop into successful adults. A youth master plan is a roadmap that guides community stakeholders in supporting youth. A youth master plan helps define a vision for the future based on input from the stakeholders and youth. It seeks to ensure accountability and sustainability over time.

Key elements of the Youth Master Plan would include:

1. Engage key stakeholders throughout the community.
2. Establish and promote a shared vision for youth.
3. Assess needs and design comprehensive strategies.
4. Create a framework for shared accountability.
5. Coordinate city, school, and other community efforts.
6. Provide direct link between plan goals and objectives to the City General Plan, the School District Strategic Plan, and the Community College Strategic Plan.

Discussion:

The Youth Master Plan Initiative would be led by Youth Development Network (YDN). This firm has prepared countless youth master plans, including a plan for the City of Galt.

While the scope of services to prepare a youth master plan is divided into three phases, the action being considered by the City Council and covered by the MOU is only related to the first phase. It is anticipated that Phase 1 would commence in January 2021 and be completed in April.

The goals of Phase 1 include:

1. To gain commitment to the Youth Master Plan Initiative from key community stakeholders that support and interact with young people in Woodland
2. To capture the thoughts, feelings, and opinions of Woodland's young people and guardians as it pertains to the support and opportunities they receive within the community
3. Engage identified key community stakeholders and their department/organization teams in a learning community that focuses on the youth development framework for practice, youth engagement strategies, and facilitating virtual meetings.

Phase 1 includes engaging key stakeholders in a community learning series (24 hours of discussing "youth development 101", youth engagement strategies, and facilitating dynamic meetings for youth). Throughout the Phase 1 timeframe, a youth engagement survey would be available for parents of early childhood youth and elementary students, as well as middle and high school youth. The scope of work also includes conducting a preliminary inventory of existing programs and resources for youth in Woodland. Evaluating the effectiveness of the programs in detail is not included in this scope of work and is anticipated to be conducted at a later time. At the conclusion of Phase 1, YDN will compile a summary of the youth voice survey and provide a written summary of the information gathered during Phase 1. The information gathered during Phase 1 is intended to shape additional conversations that will occur with youth in Phase 2 of the effort. (Phase 2 focuses on soliciting youth opinions prior to the development of the Youth Master Plan in Phase 3).

While the City will have a large role in the development of the Youth Master Plan, WJUSD will execute the contract with YDN. Both entities will identify a project manager to work together and be responsible for reviewing items produced by YDN. The City will also provide the use of the Community & Senior Center at no charge for meetings and forums if needed. A copy of the MOU is attached.

Conclusion:

Staff recommends that the City Council authorize the City Manager to execute a Memorandum of Understanding with Woodland Joint Unified School District related to the preparation of a Woodland Youth Master Plan.



Ken Hiatt
City Manager

Attachments:

1. YDN Scope of Services

2. MEMORANDUM OF UNDERSTANDING
3. Youth Master Plan MOU Resolution



OFFICE

(916) 979-8673

ADDRESS

5320 Hemlock St
Room 17
Sacramento, CA 95841

WEBSITE

ydnetwork.org

VALUES



Relationships
Social Justice
Change
Fun



PROPOSAL OF SERVICES

YDN is pleased to provide you with additional information to support your vision in creating systemic change with regards to strengths-based youth development through a Community of Woodland Youth Master Plan. A vision which focuses on supporting your community through positive organizational change while creating a common language. With the goal of aligning practices with youth development principles and building community-wide capacity. Our work with individuals, businesses, community benefit organizations, schools, community, state and county departments helps improve organizational climates.

We are honored to take this opportunity for YDN to potentially serve the Community of Woodland and support its vision. We've included the costs associated with YDN facilitating interactive learning communities and strategic developmental design series sessions. The scope of services proposed includes a 3-phase model. Phase 1 establishes the necessary gears associated with designing a Youth Master Plan that is dynamic and effective at mobilizing a community-wide initiative to strengthen the supports and opportunities needed by youth to thrive and succeed as they develop to the next stage of their lives.

YDN has provided an array of customized developmental solutions to Educational and Business Organizations that are dedicated to building environments and cultures where people are valued for who they are and encouraged to become their best. We look forward to discussing the following proposed scope of services in more detail.

Community of Woodland- Youth Master Plan Design

3 Phase Implementation Plan Update – October 2020

**Youth Master Plan Initiative
Proposal Scope of Services – YDN
Community of Woodland
Technical Assistance Support
2020-2022**

Goals of Phase 1:

- To gain commitment to the Youth Master Plan Initiative from key community stakeholders that support and interact with the young people of Woodland.
- To capture the thoughts, feelings and opinions of Woodlands young people and guardians as it pertains to the support and opportunities they receive within the community.
- Engage identified key community stakeholders and their department/organization teams in a learning community that focuses on the youth development framework for practice, youth engagement strategies, and facilitating engaging and fun virtual meetings.

Phase 1 Sept 2020 -Dec 2020	Actions	When	Outcomes	Fee
Executive Leadership Strategic Planning Series – 3-5 Core Members of the Woodland Joint Unified School District and City of Woodland Representatives (6 monthly meetings)	Initial Strategic Planning Project Executive Leadership Meeting:	October – November 2020 2 hr Virtual	Identify Key System and Services that support Youth Development Outcomes in Key Age Ranges: • Early Childhood 0-5 • Elementary 6-10 • Middle School 11-13 • High School 14-18 • Young Adult 19-24 Create invitation list to an open kick-off for a Leadership Committee that will create and establish the Community of Woodland Master Plan	\$2,500
	Follow-up project update meetings virtual sessions	1 hour block monthly Oct 2020 –Mar 2021	Plan progress and scope of service debrief and deliverables update and check-in	
Creating Master Plan Leadership Committee *YDN will create invitation flyer / sign-in sheet participant evaluation *Woodland project Executive Leadership will invitation distribution and event registration	Kickoff Meeting -- Open invitation to key representatives and students identified in executive leadership session YDN to showcase survey instruments; project key deliverables; youth development framework and why involving youth as a resource/contributor is critical.	September 2020 Two 2-hr virtual sessions (4hrs) Virtual	Goal to gain commitment to the Youth Master Plan Design Initiative – from up to 15 Representatives from Key System and Services that support Youth Development Outcomes in key age ranges (recommend 3-5 of which will be youth 9 th -12 th graders) to participate in all of the following 24 hours of Approach & Principles series outlined below. Identify and provide an inventory of current programs and services and who is served by the program	\$2,500

Phase 1 Sept 2020 -Dec 2020	Actions	When	Outcomes	Fee
Approach & Principles – Learning Community Series (24 hours) Audience: 15 leadership committee leaders and their departmental/ organization teams (up to 50 total participants) attending the entire 8 module series	- Youth Development 101 (12 hrs) Includes Overview of youth development framework/community change framework, and examination of the supports and opportunities: - Youth Engagement Strategies-(6 hrs) What are youth adult partnerships, who are the youth in our community, different models/ways for engaging youth in the coalition and in community; how do you currently value youth - Facilitating Dynamic Meetings (6 hrs) Group facilitation & youth friendly meeting and coalition building	October - January 2021 24 hrs within a 90 day timeline 8 – 3-hr virtual sessions	- To prepare participants to conduct youth friendly meetings and communications. - To activate youth as community resources. - Coalition members introduced to philosophy, knowledge, skills, tools and resources to build a successful coalition and community planning process that aligns with youth development principles and community change framework of the initiative. - Common language created, around youth development/community change and youth engagement. - Clarity around initiative outcomes. - Skills developed for community planning, coalition building and youth engagement.	\$15,000
Youth Engagement Survey (facilitated via survey Monkey)	- Youth engagement participation online survey versions for: - Parents of Early childhood and elementary - Middle / High school youth	November 2020 -January 2021	- Create virtual forum for participants to share their experiences, thoughts and ideas related to community. - Capture youth engagement through effective questions that capture the reality of the current community climate.	\$3,000
Youth Voice Survey Executive Summary	- YDN – will compile a summary of the youth voice survey findings - A written summary will be provided to Key Executives Project Leaders.	February 2021 Late February - Early March 2021	- Capture youth voice through virtual survey to include in development of master plan phase 2 elements - YDN will conduct a virtual presentation of the youth voice survey executive summary with members of Woodland Joint Unified School District and Woodland City Council	\$1,900
Community of Woodland Youth Master Plan Design Phase 1 November 2020 – March 2021			Phase 1 Total Proposed Scope of Technical Assistance Services	\$24,900

Goals of Phase 2:

- To capture through a listening circle process the thoughts, feelings and opinions of Woodlands young people and guardians as it pertains to the support and opportunities they receive within the community.

Phase 2 March 2021 -July 2021	Actions	When	Outcomes	Fee
Executive Leadership Strategic Planning Series – 3-5 Core Members of the Woodland Joint Unified School District and City of Woodland Representatives (5 monthly meetings)	Follow-up meetings — combined virtual and in-person sessions	90 minute block monthly Mar-July 2021	Plan progress and scope of service debrief and deliverables update and check-in	\$2,000
Youth Voice Listening Circles (Two 1/2 day sessions) Listening Audience: 15 leadership committee leaders and 10-20 of their department/ organization team members Emerging themes and solutions will be captured and used in final findings report and Youth Master Plan	Virtual Format-- Conduct Youth voice listening circles • Each session involves a unique set of 8-10 middle school/high school youth who are interviewed by a moderator on their experiences growing up in the city of Woodland. What are their hopes and dreams and what do they need from the City of Woodland to achieve them. Process: 60 min. Prep session w/ students prior to scheduled listening circle session. Concurrently 60 min. prep session w/ adult listening audience prior to circle session Immediately following on Same day: 60 min listening circle session – students share their voice – while adult are in “listen only” mode Followed by: 30 min. Adult listeners sharing what emerging themes heard/captured during circle. Followed by: 60 min youth and adults working collaboratively on solutions to emerging themes captured during circle session	March 2021 – April 2021 Two 1/2 day sessions back to back Includes food for students (delivery or drop off TBD)	• Create dialogue forums for youth to share their experiences, thoughts and ideas related to community. • Forum to optimize the listening of key stakeholders as they pay close attention to the experiences, feeling and perspectives of targeted and diverse groups of youth. • Capture youth voice through effective questions that capture the reality of the current community climate as well the ideas these youth have to strengthen that climate.	\$4,000

Phase 2 March 2021 -July 2021	Actions	When	Outcomes	Fee
Parent/Guardian Voice Listening Circles (Two 1/2 day sessions) Listening Audience: 15 leadership committee leaders and 10-20 of their department/ organization team members	Virtual Format-- Parent voice listening circles • One session involves 8-10 parents/guardians of middle school/high school youth. • One session involves 8-10 parents of early childhood and elementary youth • who are interviewed by a moderator on their experiences raising their children in the city of Woodland. What are their struggles, hopes and dreams and what do they need from the City of Woodland to engage and succeed. Process: See Youth Listening Circle above for parent process flow. Emerging themes and solutions will be captured and used in final executive summary report and Youth Master Plan	March 2021 – April 2021 Two 1/2 day sessions back to back	• Create dialogue forums for guardians to share their experiences, thoughts and ideas related to community. • Forum to optimize the listening of key stakeholders as they pay close attention to the experiences, feeling and perspectives of targeted and diverse groups of guardians. • Capture guardian voice through effective questions that capture the reality of the current community climate as well the ideas they have to strengthen that climate.	\$4,000
Youth/Guardian Listening Circle Executive Summary	• YDN – will compile a summary of the youth and Guardian listening circle sessions and the emerging themes and solutions collaboration findings • A written summary will be provided to Key Executives Project Leaders.	May – June 2021 By July 31, 2021	• Capture youth and guardian voice through listening circle process to include in development of master plan phase 3 elements • YDN will conduct a virtual presentation of the youth/guardian listening circle executive summary with members of Woodland Joint Unified School District and Woodland City Council	\$2,000
Community of Woodland Youth Master Plan Design Phase 2 March 2021 – July 2021			Phase 2 Total Proposed Scope of Technical Assistance Services	\$12,000

Goals of Phase 3:

- Engage identified key community stakeholders and their department/organization teams through a 3-D dialogue design process focus on designing the key elements of a Youth Master Plan
- Establish key developmental areas and outcomes for each age range classification
- Compile a Community of Woodland Youth Master Plan

Phase 3 August 2021 - February 2022	Actions	When	Outcomes	Fee
Executive Leadership Strategic Planning Series – 3-5 Core Members of the Woodland Joint Unified School District and City of Woodland Representatives (6 monthly meetings)	Follow-up meetings — combined virtual and in-person sessions	90 minute block monthly August 2021– January 2022	Plan progress and scope of service debrief and deliverables update and check-in	\$3,000
Strategic Planning Series – Master Plan Design (4 days) Audience: 15 leadership committee leaders	Through a 3-D dialogue design process YDN will facilitate strategic sessions that focus on designing the key elements of a Youth Master Plan	August - September 2021 4 full day sessions within a 30-45 day timeline (8:30-4pm) Cont. Breakfast / Lunch included	Session 1 - Establishing our identity: • personal identity • external identity • followed by aspirational identity. Session 2 • Needs • Vision • Mission Session 3 • Strategies • SWAT Analysis Session 4 • Guiding Principles • Call to Action	\$20,000

Phase 3 August 2021 - February 2022	Actions	When	Outcomes	Fee
Community of Woodland Master Plan Executive Summary Audience: 15 leadership committee leaders	Executive Summary – Review Session Leadership committee to review and approve summary.	Late October- Early Nov 2021 half-day 3-4 hrs	Follow-up feedback session Following the master plan design strategic planning series, YDN will convert all models and activity notes into a written Community of Woodland Master Plan Executive Summary .	\$3,000
Establishing Developmental Areas indicators Audience: 15 leadership committee leaders and their departmental/ organization teams (up to 50 participants) that attend the Approach & Principles Learning Community Series	With the full coalition YDN will facilitate activities to determine key area indicators for each age range group. Following the Age Indicator session, YDN will create the developmental age range reports included in the Community of Woodland Youth Master Plan	Nov. Dec 2021 1-day (8:30-4pm) Cont. Breakfast / Lunch included	Youth Master Plan Establishing Developmental Areas indicators by Developmental Key Age Ranges reports: • Outcomes • Indicators of Growth • Inputs from System Resources • Checking the Quality of Services, Supports, and Opportunities • Building on Our Bright Spots Establish key developmental areas and outcomes for each age range classification	\$5,000
Developmental Age Range Reports – Review Session Audience: 15 leadership committee leaders	YDN – will compile the full Community of Woodland Youth Master Plan Draft document for Executive and leadership committee final review. Once final approval received YDN will provide a final digital copy of plan document along with 25 hardcopy prints. By end of Feb 2022	Late Jan 2022 – Mid Feb 2022 half-day 3-4 hrs Cont. Breakfast / afternoon snack / or evening snack included	Developmental Age Range Reports – Review Session Leadership committee team to review and approve report pages.	\$5,000
Community of Woodland Youth Master Plan Design Phase 3 August 2021 – February 2022			Phase 3 Total Proposed Scope of Technical Assistance Services	\$36,000
Community of Woodland Youth Master Plan Design			Total Proposed Scope of Technical Assistance Services	\$72,900

THE FINE PRINT

****All quotes provided assume that all costs and arrangements for facilitates, marketing, promotion and registration will be provided by the Community of Woodland leadership unless otherwise stated.**

***Travel Disclosure:**

This proposal capture the costs associated with local travel related expenses within 100 travel miles of the Sacramento – Yolo Region it does not include direct expenses associated with travel and overnight accommodations outside the radius. Travel expenses may include, but are not limited to, transportation costs, airfare, rental car, cabs, shuttles, mileage, overnight accommodations, and travel meals..

**Specific training content, activities and depth of engagement may vary dependent on the duration of session(s)
Proposed pricing is valid through October 2020**

Payment Terms: 2020services – payable in installments within 30 days of each scheduled sessions completion date (2020 pricing chart)

“Our sustained partnership with YDN has played a significant part in student performance success. From employees, board members and community leaders working together to implement the Galt Youth Master Plan to applying strength-based leadership and learning – YDN has been our coach and out-of-the-box collaborator”

Karen Schauer Ed. D. Superintendent – Galt Joint Union Elementary School District

MEMORANDUM OF UNDERSTANDING
Between
City of Woodland and Woodland Joint Unified School District

The purpose of this document is to facilitate a clear understanding of roles, duties, and responsibilities during Phase 1 of preparing a Community of Woodland – Youth Master Plan (Youth Master Plan) for this collaborative effort between the City of Woodland (City) and Woodland Joint Unified School District (WJUSD). A Youth Master Plan will advance the vision of the Woodland community as a place where all children and youth will be healthy, well-nourished and physically fit; will have access to a wide range of educational, cultural, and recreational activities; and will have meaningful opportunities for involvement, membership and leadership.

Both parties agree that this Memorandum of Understanding (MOU) must be a living document to allow for adjustments and variations as the Youth Master Plan preparation evolves. This MOU is being set forth to provide clarification of expectations and outline the commitments that each party agrees to. While the overall effort to prepare a Youth Master Plan will occur over multiple phases, this MOU is specific to Phase 1.

Purpose:

Phase 1 for the development of a Youth Master Plan establishes the necessary tasks associated with designing a Youth Master Plan that is dynamic and effective at mobilizing a community-wide initiative to strengthen the supports and opportunities needed by youth to thrive and succeed as they develop to the next stage of their lives.

Key elements of Youth Master Plan:

- a. Engage key stakeholders throughout the community.
- b. Establish and promote a shared vision for youth.
- c. Assess needs and design comprehensive strategies.
- d. Create a framework for shared accountability.
- e. Coordinate city, school, and other community efforts.
- f. Provide direct link between plan goals and objectives to the City General Plan, the School District Strategic Plan, and the Community College Strategic Plan.

Goals of Phase 1:

- a. To gain commitment to the Youth Master Plan Initiative from key community stakeholders that support and interact with young people in Woodland
- b. To capture the thoughts, feelings, and opinions of Woodland's young people and guardians as it pertains to the support and opportunities they receive within the community
- c. Engage identified key community stakeholders and their department/organization teams in a learning community that focuses on the youth development framework for practice, youth engagement strategies, and facilitating virtual meetings.

City and WJUSD agree as follows:

1. TERM OF AGREEMENT: The Agreement will commence on _____ and will terminate at the completion of Phase 1, unless extended in writing by both parties.
2. FUNDING:
 - a. Phase 1 cost will not exceed \$24,900.
 - b. City will fund 50% of total phase 1 cost (\$12,450).
 - c. WJUSD will fund 50% of total phase 1 cost (\$12,450).
3. ROLE OF CITY:
 - a. City will identify a Project Manager to partner with WJUSD Project Manager.
 - b. City will assist WJUSD in overseeing the vendor and reviewing products from the vendor.
 - c. City will assist in meeting invitation distribution as stated in scope of services.
 - d. City will provide use of Community & Senior Center at no cost if in person meetings and forums are held.
4. ROLE OF WJUSD:
 - a. WJUSD will be the contact administrator for purposes of contracting with the Youth Master Plan vendor and payments to the vendor related to the contract in accordance with the attached scope of services.
 - b. WJUSD will be responsible for directing the Youth Master Plan vendor related to the scope of services in accordance with the attached scope of services.
 - c. WJUSD will identify a Project Manager to partner with City Project Manager. WJUSD Project Manager will be the key WJUSD staff person to work with the Youth Master Plan vendor.
 - d. WJUSD will assist in meeting invitation distribution as stated in scope of services.
 - e. WJUSD will invoice the City payment identified above in No. 2 of this MOU.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be duly executed as the day and year first written above.

By _____

Date _____

Tom Pritchard, Superintendent
Woodland Joint Unified School District

By _____

Date _____

Ken Hiatt
Woodland City Manager

CITY OF WOODLAND

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH WOODLAND JOINT UNIFIED SCHOOL DISTRICT RELATED TO THE PREPARAION OF A YOUTH MASTER PLAN

WHEREAS, the City of Woodland (City), Woodland Joint Unified School District (WJUSD), and non-profit organizations provide programs and opportunities for youth in the community; and

WHEREAS, a Community-wide Youth Master Plan could serve as a tool to guide the City, WJUSD, and other organizations on the types of programs and services that are and should be provided in the community; and

WHEREAS, City and WJUSD desire to work collaboratively on preparing a Community-wide Youth Master Plan; and

WHEREAS, a Memorandum of Understanding between the City and WJUSD will identify the roles and responsibilities for Phase 1 for preparing a Youth Master Plan.

NOW, THEREFORE, BE IT RESOLVED The City Council hereby authorizes the City Manager to execute a Memorandum of Understanding between the City of Woodland and Woodland Joint Unified School District related to the preparation of a Youth Master Plan. Staff is hereby authorized to make clarifying and confirming changes to the MOU.

PASSED AND ADOPTED this 17th day of November 2020, by the following vote:

AYES: Council Members:
NOES: Council Members:
ABSENT: Council Members:
ABSTAIN: Council Members

Rich Lansburgh, Mayor

ATTEST:

Ana Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: F.10
SUBJECT: Purchase Agreement with All Star Fire Equipment for SCBAs and Related Equipment

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a purchase agreement with All Star Fire Equipment, with a total to not exceed amount of \$969,446.88 for the purchase of SBCAs and related equipment.

Staff Contact:

Eric Zane, Fire Chief- (530) 661-5861, eric.zane@cityofwoodland.org

Fiscal Impact:

The Assistance to Firefighters Grant (AFG) award reimburses 90% of equipment costs, requiring a 10% recipient match. The City of Woodland would be responsible for the initial expenditure as the Host Agency. Of this, 90% will be reimbursed by FEMA and the partner agencies will then be required to make a 10% match for their share of the equipment as outlined by the MOU and required by FEMA. Additionally, because the AGF award received by the City was reduced from the original request by both number of units, from 143 to 120, and price per unit, from \$8,611 per unit to \$7,000 per unit, there will be additional costs for all participating agencies.

Despite undergoing a competitive bid processes, the lowest bid received by the City was still higher than the price per unit awarded under the AFG. This results in a cost difference of \$633.44 per unit that needs to be absorbed by the participating agencies. The Woodland Fire Department will also need to purchase seven additional units that were requested but not awarded under the grant. The City of Woodland will be responsible for \$29,909.09 in matching funds, funded by a one-time appropriation from Measure F already appropriated by Council. The Woodland Fire Department will utilize the excess matching funds already appropriated by Council (\$55,770 appropriation based on original request for 54 units at \$8,611 per unit) and a significant buy-back credit (\$46,296, pending final inspection and testing) from the vendor for the SCBA units being replaced. Any additional required funds will be appropriated at mid-year from Measure F and the Department's Strike Team reimbursement revenues.

Partner agencies UC Davis Fire Department, City of Dixon Fire Department, and the Fire Protection Districts of West Plainfield, Capay Valley and Dunnigan will be responsible for a total of \$46,454.55 in matching funds. The partner agencies will also be responsible for reimbursing the additional costs of each unit, totaling \$46,241.12, to the City of Woodland.

Background:

In March 2020, the Fire Department submitted an application for a regional FEMA Assistance to Firefighter Grant as host agency. The primary goal of the Assistance to Firefighters Grant (AFG) is to enhance the safety of the public and firefighters with respect to fire-related hazards by providing direct financial assistance to eligible fire departments, nonaffiliated Emergency Medical Services organizations, and State Fire Training academies. This funding is for critically needed resources to equip and train emergency personnel to recognized standards, enhance operations effectiveness, foster interoperability, and support community

resilience.

The Fire Department partnered with UC Davis Fire Department, City of Dixon Fire Department, and the Fire Protection Districts of West Plainfield, Capay Valley and Dunnigan and submitted a grant for SCBAs and related equipment. A self-contained breathing apparatus (SCBA) is a type of respiratory protection equipment that contains breathable compressed air. It is typically used by the firefighters and rescue workers while operating in areas of immediate danger to life and health, such as inside a structure fire or areas that contain a toxic atmosphere.

The Fire Department, acting as the grant host agency, submitted a request for proposals (RFP) for formal bids for the SCBAs and related equipment in September. The Fire Department followed the City of Woodland's purchasing rules and opened the bid from September 2nd to September 18th. Two companies submitted proposals (MES Fire and All Star Fire Equipment) and these proposals were evaluated by the Fire Department. Criteria used to evaluate the two companies followed City purchasing rules to determine the best overall value and customer service for the requested equipment. Both companies are vendors of the Fire Department and have provided equipment for many years. After evaluating both proposals, Staff determined that the lowest responsible and responsive bidder was All Star Fire Equipment.

Discussion:

The Fire Department was awarded a 2019 FEMA Assistance to Firefighters Grant in the amount of \$840,000. The AFG award reimburses 90% of equipment costs, requiring a 10% recipient match. The City of Woodland would be responsible for the initial purchase as the Host Agency. Of this, 90% will be reimbursed by FEMA and the partner agencies will then be required to make a 10% match for their share of the equipment as outlined by the MOU and required by FEMA.

The AGF award received by the City was reduced from the original request by number of units, from 143 to 120, and by price per unit, from \$8,111 per unit to \$7,000 per unit. Based on this, the Woodland Fire Department went out for bid for the following equipment: 120 SCBA units (SCBA Unit = (1) SCBA frame, (2) SCBA Cylinders, (1) SCBA Face Mask). The total for all equipment from the lowest responsible bidder was \$916,012.80.

As previously mentioned, this cost was still higher than the price per unit awarded under the AFG. This results in a cost difference of \$633.44 per unit that needs to be absorbed by the participating agencies. The Department will also need to purchase seven additional units that were requested but not awarded under the grant, bringing the total number of units to be purchased to 127 with a total purchase price not to exceed \$969,446.88. Should the partner agencies chose to do so, they can purchase additional units from the vendor directly to account for units not awarded to them.

If approved by the City Council, All Star Fire Equipment will provide the following equipment and services:

1. 127 Scott X3 Pro SCBA units (pack harness, 2 cylinders, 1 mask)
2. Fit testing for all participating agency personnel
3. Training days for all participating agency personnel prior to the equipment going into service
4. Tracking and markings for all purchased equipment
5. Warranty service on all purchased equipment

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a purchase agreement with All Star Fire Equipment, with a total to not exceed amount of \$969,446.88 for the purchase of SBCAs and related equipment.

Prepared By: Jeran Ulrich, Management Analyst
Erik Komula, Battalion Chief

Reviewed By: Eric Zane, Fire Chief

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

Ken Hiatt
City Manager

Attachments:

1. Resolution- 2019 AFG SCBA AllStar Contract
2. Purchase Agreement- Allstar SCBA 2020

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AWARDING THE PURCHASE CONTRACT FOR SELF-CONTAINED BREATHING
APPARATUS EQUIPMENT TO ALL STAR FIRE EQUIPMENT IN THE AMOUNT OF
\$969,446.88**

WHEREAS, the City of Woodland, Woodland Fire Department and Regional Partners applied for and have accepted award of a 2019 FEMA Assistance to Firefighters grant for SCBA and related equipment in the amount of \$840,000; and

WHEREAS, the AGF award received by the City was reduced from the original request by both number of units, from 143 to 120, and price per unit, from \$8,611 per unit to \$7,000 per unit, there will be additional costs of \$76,012.80 for all participating agencies; and

WHEREAS, The Woodland Fire Department will also need to purchase seven additional units that were requested but not awarded under the grant for a cost of \$53,434.08. and

WHEREAS, the Woodland Fire Department wishes to enter into a purchase contract with All Star Fire Equipment for the purchase of SCBAs and related equipment; and

WHEREAS, the City of Woodland Fire Department has determined that the proposal submitted by All Star Fire Equipment best meets the needs and requirements of the City of Woodland and Willow Oak Fire Protection District; and

WHEREAS, the City of Woodland will be reimbursed by FEMA and the partner agencies of UC Davis Fire Department, City of Dixon Fire Department, and the Fire Protection Districts of West Plainfield, Capay Valley and Dunnigan; and

WHEREAS, the required matching funds for the Woodland Fire Department have already been appropriated by City Council; and

WHEREAS, the Woodland Fire Department will utilize excess matching funds already appropriated by Council and a significant buy-back credit form the vendor for the SCBA units being replaced to cover the additional costs and any additional required funds will be appropriated at mid-year from Measure F and the Department's Strike Team reimbursement revenues;

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

The City Council hereby approves and awards the purchase contract with All Star Fire Equipment. 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 exceed

\$969,446.88. A copy of the Agreement is available and on file in the City Clerk's office, and is incorporated herein by reference and made a part of this Resolution.

PASSED AND ADOPTED this _____ day of _____ 20_____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

**CITY OF WOODLAND
GOODS PURCHASE AGREEMENT**

This Goods Purchase Agreement (“Agreement”) is entered into this 17th day of **November 2020**, by and between the City of Woodland, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at a municipal corporation organized under the laws of the State of California with its principal place of business at **300 First Street Woodland, CA 95695** (“City”), and **All Star Fire Equipment Inc, a Corporation** with its principal place of business at **2552 Barrington Court. Hayward, CA 94545** (“Contractor”). City and Contractor are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement.

Section 1. DEFINITIONS.

A. “Goods” means all machinery, equipment, supplies, items, parts, materials, labor or other services, including design, engineering and installation services, provided by Contractor as specified in Exhibit “A,” attached hereto and incorporated herein by reference.

B. “Delivery Date(s)” means that date or dates upon which the Goods is to be delivered to City, ready for approval, testing and/or use as specified in Exhibit “B.”

Section 2. MATERIALS AND WORKMANSHIP.

When Exhibit “A” specifies machinery, equipment or material by manufacturer, model or trade name, no substitution will be made without City’s written approval. Machinery, equipment or material installed in the Goods without the approval required by this Section 2 will be deemed to be defective material for purposes of Section 4. Where machinery, equipment or materials are referred to in Exhibit “A” as equal to any particular standard, City will decide the question of equality. When requested by City, Contractor will furnish City with the name of the manufacturer, the performance capabilities and other pertinent information necessary to properly determine the quality and suitability of any machines, equipment and material to be incorporated in the Goods. Material samples will be submitted at City’s request.

Section 3. INSPECTIONS AND TESTS.

City shall have the right to inspect and/or test the Goods prior to acceptance. If upon inspection or testing the Goods or any portion thereof are found to be nonconforming, unsatisfactory, defective, of inferior quality or workmanship, or fail to meet any requirements or specifications contained in Exhibit “A,” then without prejudice to any other rights or remedies, City may reject the Goods or exercise any of its rights under Section 4.C. The inspection, failure to make inspection, acceptance of goods, or payment for goods shall not impair City’s right to reject nonconforming goods, irrespective of City’s failure to notify Contractor of a rejection of nonconforming goods or revocation of acceptance thereof or to specify with particularity any defect in nonconforming goods after rejection or acceptance thereof.

Section 4. WARRANTY.

A. Contractor warrants that the Goods will be of merchantable quality and free from defects in design, engineering, material and workmanship for a period of two (2) years, or such longer period as provided by a manufacturer's warranty or as agreed to by Contractor and City, from the date of final written acceptance of the Goods by City as required for final payment under Section 7. Contractor further warrants that any services provided in connection with the Goods will be performed in a professional and workmanlike manner and in accordance with the highest industry standards.

B. Contractor further warrants that all machinery, equipment or process included in the Goods will meet the performance requirements and specifications specified in Exhibit "A" and shall be fit for the purpose intended. City's inspection, testing, approval or acceptance of any such machinery, equipment or process will not relieve Contractor of its obligations under this Section 4.B.

C. For any breach of the warranties contained in Section 4.A and Section 4.B, Contractor will, immediately after receiving notice from City, at the option of City, and at Contractor's own expense and without cost to City:

1. Repair the defective Goods;
2. Replace the defective Goods with conforming Goods, F.O.B. City's plant, office or other location of City where the Goods was originally performed or delivered; or
3. Repay to City the purchase price of the defective Goods.

If City selects repair or replacement, any defects will be remedied without cost to City, including but not limited to, the costs of removal, repair and replacement of the defective Goods, and reinstallation of new Goods. All such defective Goods that is so remedied will be similarly warranted as stated above. In addition, Contractor will repair or replace other items of the Goods which may have been damaged by such defects or the repairing of the same, all at its own expense and without cost to City.

D. Contractor also warrants that the Goods is free and clear of all liens and encumbrances whatsoever, that Contractor has a good and marketable title to same, and that Contractor owns or has a valid license for all of the proprietary technology and intellectual property incorporated within the Goods. Contractor agrees to indemnify, defend and hold City harmless against any and all third party claims resulting from the breach or inaccuracy of any of the foregoing warranties.

E. In the event of a breach by Contractor of its obligations under this Section 4, City will not be limited to the remedies set forth in this Section 4, but will have all the rights and remedies permitted by applicable law, including without limitation, all of the rights and remedies afforded to City under the California Commercial Code.

Section 5. PRICES.

Unless expressly provided otherwise, all prices and fees specified in Exhibit “C,” attached hereto and incorporated herein by reference, are firm and shall not be subject to change without the written approval of City. No extra charges of any kind will be allowed unless specifically agreed to in writing by City’s authorized representative. The total price shall include (i) all federal, state and local sales, use, excise, privilege, payroll, occupational and other taxes applicable to the Goods furnished to City hereunder; and (ii) all charges for packing, freight and transportation to destination.

Section 6. CHANGES.

City, at any time, by a written order, and without notice to any surety, may make changes in the Goods, including but not limited to, City’s requirements and specifications. If such changes affect the cost of the Goods or time required for its performance, an equitable adjustment will be made in the price or time for performance or both. Any change in the price necessitated by such change will be agreed upon between City and Contractor and such change will be authorized by a change order document signed by City and accepted by Contractor.

Section 7. PAYMENTS.

A. Terms of payment, are net thirty (30) days, less any applicable retention, after receipt of invoice, or completion of applicable Progress Milestones. Final payment shall be made by City after Contractor has satisfied all contractual requirements. Payment of invoices shall not constitute acceptance of Goods.

B. If Progress Milestones have been specified Exhibit “B,” then payments for the Goods will be made as the requirements of such Progress Milestones are met. Progress payments for the Goods will be made by City upon proper application by Contractor during the progress of the Goods and according to the terms of payment as specified in Exhibit “B.” Contractor’s progress billing invoice will include progress payments due for the original scope of work and changes. Each “Item for Payment” shown in Exhibit “B” and each change order will be itemized on the invoice. Invoices for cost plus work, whether part of Exhibit “B” or a change order, must have subcontractor and/or supplier invoices attached to Contractor’s invoice. Other format and support documents for invoices will be determined by City in advance of the first invoice cycle.

C. Payments otherwise due may be withheld by City on account of defective Goods not remedied, liens or other claims filed, reasonable evidence indicating probable filing of liens or other claims, failure of Contractor to make payments properly to its subcontractors or for material or labor, the failure of Contractor to perform any of its other obligations under the Agreement, or to protect City against any liability arising out of Contractor’s failure to pay or discharge taxes or other obligations. If the causes for which payment is withheld are removed, the withheld payments will be made promptly. If the said causes are not removed within a reasonable period after written notice, City may remove them at Contractor’s expense.

D. Payment of the final Progress Milestone payment or any retention will be made by City upon:

1. Submission of an invoice for satisfactory completion of the requirements of a Progress Milestone as defined in Exhibit "B" and in the amount associated with the Progress Milestone;
2. Written acceptance of the Goods by City;
3. Delivery of all drawings and specifications, if required by City;
4. Delivery of executed full releases of any and all liens arising out of this Agreement; and
5. Delivery of an affidavit listing all persons who might otherwise be entitled to file, claim or maintain a lien of any kind or character, and containing an averment that all of the said persons have been paid in full.

If any person refuses to furnish an actual release or receipt in full, Contractor may furnish a bond satisfactory to City to indemnify City against any claim or lien at no cost to City.

E. Acceptance by Contractor of payment of the final Progress Milestone payment pursuant to Section 7.D will constitute a waiver, release and discharge of any and all claims and demands of any kind or character which Contractor then has, or can subsequently acquire against City, its successors and assigns, for or on account of any matter or thing arising out of, or in any manner connected with, the performance of this Agreement. However, payment for the final Progress Milestone by City will not constitute a waiver, release or discharge of any claims or demands which City then has, or can subsequently acquire, against Contractor, its successors and assigns, for or on account of any matter or thing arising out of, or in any manner connected with, the performance of this Agreement.

Section 8. SCHEDULE FOR DELIVERY.

A. The time of Contractor's performance is of the essence for this Agreement. The Goods will be delivered in accordance with the schedule set forth in Exhibit "B." Contractor must immediately notify City in writing any time delivery is behind schedule or may not be completed on schedule.

B. In the event that the Goods is part of a larger project or projects that require the coordination of multiple contractors or suppliers, then Contractor will fully cooperate in scheduling the delivery so that City can maximize the efficient completion of such project(s).

Section 9. TAXES.

A. Contractor agrees to timely pay all sales and use tax (including any value added or gross receipts tax imposed similar to a sales and use tax) imposed by any federal, state or local taxing authority on the ultimate purchase price of the Goods provided under this Agreement.

B. Contractor will withhold, and require its subcontractors, where applicable, to withhold all required taxes and contributions of any federal, state or local taxing authority which is measured by wages, salaries or other remuneration of its employees or the employees of its subcontractors. Contractor will deposit, or cause to be deposited, in a timely manner with the appropriate taxing authorities all amounts required to be withheld.

C. All other taxes, however denominated or measured, imposed upon the price of the Goods provided hereunder, will be the responsibility of Contractor. In addition, all taxes assessed by any taxing jurisdiction based on Contractor property used or consumed in the provision of the Goods such as and including ad valorem, use, personal property and inventory taxes will be the responsibility of Contractor.

D. Contractor will, upon written request, submit to City written evidence of any filings or payments of all taxes required to be paid by Contractor hereunder.

Section 10. INDEPENDENT CONTRACTOR.

Contractor enters into this Agreement as an independent contractor and not as an employee of City. Contractor shall have no power or authority by this Agreement to bind City in any respect. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of City. City shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors or any other person resulting from performance of this Agreement.

Section 11. SUBCONTRACTS.

Unless otherwise specified, Contractor must obtain City's written permission before subcontracting any portion of the Goods. Except for the insurance requirements in Section 13.A, all subcontracts and orders for the purchase or rental of supplies, materials or equipment, or any other part of the Goods, will require that the subcontractor be bound by and subject to all of the terms and conditions of the Agreement. No subcontract or order will relieve Contractor from its obligations to City, including, but not limited to Contractor's insurance and indemnification obligations. No subcontract or order will bind City.

Section 12. TITLE AND RISK OF LOSS.

Unless otherwise agreed, City will have title to, and risk of loss of, all completed and partially completed portions of the Goods upon delivery, as well as materials delivered to and stored on City property which are intended to become a part of the Goods. However, Contractor will be liable for any loss or damage to the Goods and/or the materials caused by Contractor or its subcontractors, their agents or employees, and Contractor will replace or repair said Goods or materials at its own cost to the complete satisfaction of City. Notwithstanding the foregoing, in the event that the City has paid Contractor for all or a portion of the Goods which remains in the possession of Contractor, then City shall have title to, and the right to take possession of, such

Goods at any time following payment therefor. Risk of loss for any Goods which remains in the possession of Contractor shall remain with Contractor until such Goods has been delivered or City has taken possession thereof. Contractor will have risk of loss or damage to Contractor's property used in the construction of the Goods but which does not become a part of the Goods.

Section 13. INDEMNIFICATION.

A. Contractor shall defend, indemnify and hold the City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions, negligence or willful misconduct of Contractor, its officials, officers, employees, agents, subcontractors and subconsultants arising out of or in connection with the Goods or the performance of this Agreement, including without limitation the payment of all consequential damages and attorneys' fees and other related costs and expenses except such loss or damage which was caused by the sole negligence or willful misconduct of the City.

B. Contractor's defense obligation for any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against the City, its officials, officers, employees, agents or volunteers shall be at Contractor's own cost, expense and risk. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

C. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its officials, officers, employees, agents or volunteers.

Section 14. INSURANCE.

A. General. Contractor shall take out and maintain:

1. Commercial General Liability Insurance, of at least \$1,000,000 per occurrence/ \$2,000,000 aggregate for bodily injury, personal injury and property damage, at least as broad as Insurance Services Office Commercial General Liability most recent Occurrence Form CG 00 01;

2. Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, of at least \$1,000,000 per accident for bodily injury and property damage, at least as broad as most recent Insurance Services Office Form Number CA 00 01 covering automobile liability, Code 1 (any auto);

3. Workers' Compensation in compliance with applicable statutory requirements and Employer's Liability Coverage of at least \$1,000,000 per occurrence; and

4. Pollution Liability Insurance of at least \$1,000,000 per occurrence and \$2,000,000 aggregate shall be provided by the Contractor if transporting hazardous materials.

5. If Contractor is also the manufacturer of any equipment included in the Goods, Contractor shall carry Product Liability and/or Errors and Omissions Insurance which covers said equipment with limits of not less than \$1,000,000.

B. Additional Insured; Primary; Waiver of Subrogation; No Limitation on Coverage. The policies required under this Section shall give City, its officials, officers, employees, agents or volunteers additional insured status. Such policies shall contain a provision stating that Contractor's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by the City or any additional insureds shall not be called upon to contribute to any loss, and shall contain or be endorsed with a waiver of subrogation in favor of the City, its officials, officers, employees, agents, and volunteers. The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as additional insured pursuant to this Agreement.

C. Insurance Carrier. All insurance required under this Section is to be placed with insurers with a current A.M. Best's rating no less than A-:VII, licensed to do business in California, and satisfactory to the City.

D. Evidence of Insurance. Contractor shall furnish City with original certificates of insurance and endorsements effecting coverage required by the Agreement. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms supplied or approved by the City. All certificates and endorsements must be received and approved by the City before delivery commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

E. Subcontractors. All subcontractors shall meet the requirements of this Section before commencing work. In addition, Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

F. Freight. Contractor shall ensure that third party shippers contracted by Contractor have adequate insurance coverage for the shipped Goods.

Section 15. LIENS.

A. Contractor, subcontractors and suppliers will not make, file or maintain a mechanic's or other lien or claim of any kind or character against the Goods, for or on account of any labor, materials, fixtures, tools, machinery, equipment, or any other things furnished, or any other work done or performance given under, arising out of, or in any manner connected with the

Agreement (such liens or claims referred to as "Claims"); and Contractor, subcontractor and suppliers expressly waive and relinquish any and all rights which they now have, or may subsequently acquire, to file or maintain any Claim and Contractor, subcontractor and suppliers agree that this provision waiving the right of Claims will be an independent covenant.

B. Contractor will save and hold City harmless from and against any and all Claims that may be filed by a subcontractor, supplier or any other person or entity and Contractor will, at its own expense, defend any and all actions based upon such Claims and will pay all charges of attorneys and all costs and other expenses arising from such Claims.

Section 16. TERMINATION OF AGREEMENT BY CITY.

A. Should Contractor at any time refuse or fail to deliver the Goods with promptness and diligence, or to perform any of its other obligations under the Agreement, City may terminate Contractor's right to proceed with the delivery of the Goods by written notice to Contractor. In such event City may obtain the Goods by whatever method it may deem expedient, including the hiring of another contractor or other contractors and, for that purpose, may take possession of all materials, machinery, equipment, tools and appliances and exercise all rights, options and privileges of Contractor. In such case Contractor will not be entitled to receive any further payments until the Goods is delivered. If City's cost of obtaining the Goods, including compensation for additional managerial and administrative services, will exceed the unpaid balance of the Agreement, Contractor will be liable for and will pay the difference to City.

B. City may, for its own convenience, terminate Contractor's right to proceed with the delivery of any portion or all of the Goods by written notice to Contractor. Such termination will be effective in the manner specified in such notice, will be without prejudice to any claims which City may have against Contractor, and will not affect the obligations and duties of Contractor under the Agreement with respect to portions of the Goods not terminated.

C. On receipt of notice under Section 16.B, Contractor will, with respect to the portion of the Goods terminated, unless the notice states otherwise,

1. Immediately discontinue such portion of the Goods and the placing of orders for materials, facilities, and supplies in connection with the Goods,
2. Unless otherwise directed by City, make every reasonable effort to procure cancellation of all existing orders or contracts upon terms satisfactory to City; and
3. Deliver only such portions of the Goods which City deems necessary to preserve and protect those portions of the Goods already in progress and to protect material, plant and equipment at the Goods site or in transit to the Goods site.

D. Upon termination pursuant to Section 16.B, Contractor will be paid a pro rata portion of the compensation in the Agreement for any portion of the terminated Goods already delivered, including material and services for which it has made firm contracts which are not canceled, it being understood that City will be entitled to such material and services. Upon

determination of the amount of said pro rata compensation, City will promptly pay such amount to Contractor upon delivery by Contractor of the releases of liens and affidavit, pursuant to Section 7.C.

Section 17. MISCELLANEOUS PROVISIONS.

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

CITY:

City of Woodland Fire Department

1000 Lincoln Ave

Woodland, CA 95695

Attn: Eric Zane, Fire Chief

CONTRACTOR:

Allstar Fire Equipment Inc.

2552 Barrington Court

Hayward, CA 94545

Attn: Mark Preisendorf

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

B. Assignment or Transfer. Contractor shall not assign or transfer any interest in this Agreement whether by assignment or novation, without the prior written consent of the City, which will not be unreasonably withheld. Provided, however, that claims for money due or to become due Contractor from the City under this Agreement may be assigned to a financial institution or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer, whether voluntary or involuntary, shall be furnished promptly to the City.

C. Successors and Assigns. This Agreement shall be binding on the successors and assigns of the Parties.

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

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

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

G. Interpretation. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party.

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

I. Authority to Enter Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right and authority to make this Agreement and bind each respective Party.

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

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

L. City's Right to Employ Other Contractors. City reserves its right to employ other contractors in connection with the Goods.

M. Entire Agreement. This Agreement constitutes the entire agreement between the Parties relative to the Goods specified herein. There are no understandings, agreements, conditions, representations, warranties or promises with respect to this Agreement, except those contained in or referred to in the writing.

[SIGNATURES ON FOLLOWING PAGE]

SIGNATURE PAGE FOR GOODS PURCHASE AGREEMENT
BETWEEN THE CITY OF WOODLAND
AND ALLSTAR FIRE EQUIPMENT INC.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

CITY OF WOODLAND

Approved By:

Ken Hiatt
City Manager

Date

Attested By:

City Clerk

Approved As To Form:

City Attorney

ALLSTAR FIRE EQUIPMENT INC.

Signature

Name

Title

Date

EXHIBIT "A"
GOODS SPECIFICATIONS

127- Scott X3 Pro 5.5 SCBA Packs

254- 45min 5500psi cylinders with department markings & sequential numbers

127- SCBA Face pieces

EXHIBIT “B”
DELIVERY SCHEDULE

Allstar Fire Equipment will deliver the equipment outlined in Exhibit “A” within 90 days of contact award. Allstar Fire Equipment will also provide training sessions prior to the equipment going into service.

EXHIBIT "C"
FEE SCHEDULE

See Attached Quote



Sales Quote

2552 Barrington Ct. * Hayward, California 94545 * Phone 510-887-6295 * Fax 510-887-6298

Date: September 15, 2020

To: Woodland Fire Department

Final Bid Proposal

Attn: Erik Komula

Phone:

E-Mail: erik.komula@cityofwoodland.org

Per your request, we are pleased to quote on the following.

Qty	Unit	Description	Price	Extension
120	Ea.	Scott Item # X8815025305304. X3 PRO AIR-PAK, NFPA 2018 Edition. 5500 PSIG with a CGA connection. Shoulder harness with parachute buckles. Standard waist belt. Quick disconnect regulator with RECTUS connection. Dual Universal EBSS with RECTUS connection. PASS programed for Pak-Tracker.	\$5,730.00	\$687,600.00
120	Ea.	Item # 200969-01, Carbon Cylinder with CGA valve, 5500 PSIG, 45 minute	\$1,058.00	\$126,960.00
120	Ea.	Item # 200969-01, Carbon Cylinder with CGA valve, 5500 PSIG, 45 minute	\$0.00	\$0.00
120	Ea.	Item # 201215-28, AV3000HT face piece with right side Epic voice amp bracket. Size Medium	\$280.00	\$33,600.00
Terms: Net 30				
FOB: Destination (Free Shipping)				
			Subtotal	\$848,160.00
			8.000%	\$67,852.80
			S & H	\$0.00
			Total	\$916,012.80

Quoted by - Mark Preisendorf

MarkP@AllstarFire.com



Sales Quote

2552 Barrington Ct. * Hayward, California 94545 * Phone 510-887-6295 * Fax 510-887-6298

Date: November 9, 2020

To: Woodland Fire Department

Additional Air-Paks

Attn: Erik Komula

Phone:

E-Mail: erik.komula@cityofwoodland.org

Per your request, we are pleased to quote on the following.

Qty	Unit	Description	Price	Extension
7	Ea.	Scott Item # X8815025305304. X3 PRO AIR-PAK, NFPA 2018 Edition. 5500 PSIG with a CGA connection. Shoulder harness with parachute buckles. Standard waist belt. Quick disconnect regulator with RECTUS connection. Dual Universal EBSS with RECTUS connection. PASS programed for Pak-Tracker.	\$5,730.00	\$40,110.00
7	Ea.	Item # 200969-01, Carbon Cylinder with CGA valve, 5500 PSIG, 45 minute	\$1,058.00	\$7,406.00
7	Ea.	Item # 200969-01, Carbon Cylinder with CGA valve, 5500 PSIG, 45 minute	\$0.00	\$0.00
7	Ea.	Item # 201215-28, AV3000HT face piece with right side Epic voice amp bracket. Size Medium	\$280.00	\$1,960.00
Terms:		Net 30		
FOB:		Destination (Free Shipping)		
			Subtotal	\$49,476.00
			8.000%	\$3,958.08
			S & H	\$0.00
			Total	\$53,434.08

Quoted by - Mark Preisendorf

MarkP@AllstarFire.com



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: F.11
SUBJECT: License Agreement for the construction of softball fields and Use Agreement for Softball Fields at Woodland Sports Park

Recommendation for Action: Staff recommends that the Council authorize the City Manager to execute 1) a license agreement for the construction of softball fields at such time that the existing lease for the location of the softball fields is amended to remove that property from the lease and 2) a use agreement for the use of softball fields, between the City and the Woodland Recreation Foundation at the Woodland Sports Park.

Staff Contact:

Christine Engel, Community Services Director (530) 661-2000; Christine.engel@cityofwoodland.org

Fiscal Impact:

The fiscal impact of executing the license and use agreements would be minimal. Expenses will be incurred related to staff time to ensure construction plans and specifications are adhered to (construction management) and coordinating with the Woodland Recreation Foundation and Woodland Girls Fastpitch Softball Association (WGFSA). Inspection fees for services the City can't perform would be charged to the Woodland Recreation Foundation. There is no direct impact for the construction or operation of the two fastpitch fields. No funding from the Sports Park Community Facilities District would be used to construct or operate the fields. It should also be noted that the construction of the two fields is merely Phase 1 of the project. Subsequent phases could include the construction of another field, restrooms and snack bar; and installation of lights for the fields. The City has not committed to funding any of these future project amenities, and the license and use agreements both assume that the City will not commit any funding to these project in the future. Early project costs for all phases of the project were projected to be approximately \$5.1 million. However, Woodland Recreation Foundation and WGFSA plan to utilize volunteers to construct a majority of the project so costs will be substantially lower. Operations and maintenance of the facility will be the solely the responsibility of the Woodland Recreation Foundation.

Background:

Efforts to develop potential additional sports facilities at the Woodland Sports Park began in June 2017.

On October 17, 2017 the City Council received a report related to the conceptual plan for buildout of the Sports Park and recommended improvements to other City sports facilities. This recommendation categorized future projects into "Level A" and "Level B" projects, with Level A projects having the highest priority based on community needs. The construction of two girl's fastpitch fields was identified as a Level A project. Other Level A projects included the construction of two soccer fields and an additional parking lot to accommodate the use of the additional fastpitch softball and soccer fields. Level B projects were the construction of a skate park, tennis complex and improvements to non-Sports Park facilities. The City Council also appropriated \$80,000 in seed funding to assist individual groups with advancing their respective planning and fundraising efforts (\$25,000 soccer, \$10,000 skate park, \$10,000 tennis complex, \$25,000 Clark Field light replacement, and \$10,000 improvements to Camarena Field and Pedroia Field). No seed money was allocated for girl's softball.

The conceptual plan was approved by the Parks & Recreation Commission on September 25, 2017. The City executed fundraising agreements with the Woodland Tennis Club and SordsBoards to initiate the planning for a tennis complex and skate park. Over the years, staff has had several conversations with the soccer leagues to advance the planning and construction of additional soccer fields at the Sports Park. Staff is awaiting information from the soccer leagues regarding a plan to construct and fund the new fields.

On March 6, 2018, the City Council received an update on the conceptual buildout of the Sports Park. Information provided at that time included the updated Woodland Community Sports Park Draft Master Plan for buildout of the Sports Park, with an associated overall project cost estimate of approximately \$16 million for design and construction of the new recreation facilities identified in the conceptual master plan (Tennis, Soccer, Fastpitch Softball, and Skate Park). The plan to construct the facilities identified in the conceptual master plan, assumes that a significant portion of the project cost would be raised through user groups' and community fundraising efforts. Subsequently, as part of the FY18/19 budget, council authorized \$1 million in Measure J funding to be set aside for a future contribution towards the build out of the Sports Park. Additionally, in 2019 as part of the FY19/20 budget process the City Council authorized \$500,000 in Measure F funding to be set aside for future contributions to the sports park facilities.

On April 16, 2019, as staff continued to work with WGFSA on their proposed project to construct softball fields, the City Council approved providing funding to them to offset expenses related to their use of Douglass Middle School (\$7,400 annually). WGFSA currently incurs expenses related to renting portable toilets and field rental fees for their use of fields at Douglass Middle School (they also Harris Field, a City facility). Unlike other youth recreation leagues in Woodland. WGFSA uses fields in different locations for games and tournaments rather than having multiple fields for use in one location.

Earlier this year, the Woodland Recreation Foundation received a sizeable donation toward the construction of the softball fields. On February 18, 2020, the City Council approved the naming of the Fast Pitch Complex as "Dowling Fastpitch Complex" in response to Foundation's request to recognize the Dowling Families \$200,000 donation to the project.

Discussion:

Woodland Recreation Foundation and WGFSA are not requesting funding from the City to construct the two fields, the parking lot, and associated amenities. The funding will be provided by the Woodland Recreation Foundation from a combination of fundraising and in-kind donations.

The project is proposed to be constructed in multiple phases. The initial phase would include the construction of two fields with dug-outs, a gravel parking lot, and improvements to the access road off of East Street. Future phases would add bleachers, lighting, restroom/concession facility, and landscaping.

Project construction is anticipated to commence in winter 2020/21 and be completed in spring 2022.

Council action includes authorizing the City Manager to execute a license agreement for the construction of softball fields between the City of Woodland and the Woodland Recreation Foundation. The license agreement outlines requirements before and during construction, whereas Exhibit B of the license agreement governs the use of the fields after construction.

The license agreement includes provisions related to the following topics:

- 1) The City remains the owner of the property.

- 2) Woodland Recreation Foundation will be responsible for the sole cost and expense of constructing the softball fields and associated amenities (such as scoreboards, bleachers, and snack bar).
- 3) While signs and scoreboards shall be designed, purchased, ordered, and installed by the Woodland Recreation Foundation, the design of the scoreboards shall be approved by the City prior to installation.
- 4) Plans and specifications must be approved by the City.
- 5) Woodland Recreation Foundation will ensure that work needing to be done by licensed professionals is performed by individuals holding those licenses.
- 6) Before Woodland Recreation Foundation can commence construction, they must notify the City whether they plan to hook into the City's water system or utilize the City owned well located adjacent to the site. If they plan to use the City owned well, they must first enter into a well use agreement that will govern water usage and responsibility for any repairs or maintenance of the well.
- 7) Woodland Recreation Foundation will ensure that construction fencing is placed around the work zone.
- 7) Work shall not commence until the City has provided written authorization for it to begin.
- 8) Woodland Recreation Foundation will comply with applicable laws in connection with the construction of the improvements.
- 9) After the City determines the fields have been completed, the fields will then become the City property, and the City will enter into the Use Agreement with the Foundation, which will govern their use of the fields and related improvements.

The license also includes standard provisions related to terminating the agreement, insurance requirements, and indemnification.

Terms outlining the use of the fields is covered in Exhibit B of the License Agreement (the "Use Agreement") and includes the following provisions:

- 1) In exchange for funding and constructing the fields, Woodland Girls Fastpitch would have priority use of the fields, and would be responsible for scheduling use of the fields. They would also establish and collect the fees for use of the facility, and would be responsible for scheduling use of the fields by the City and other user groups.
- 2) The City would have priority use of the fields when Woodland Girls Fastpitch is not using the fields (field scheduling meetings would occur on a regular basis). The fields are being designed and constructed for age group Fastpitch Softball and will be made available to the community, as scheduling permits, for Fastpitch Softball.
- 3) Maintenance of the facility, along with capital improvements and repairs would be the responsibility of the Woodland Recreation Foundation/Woodland Girls Fastpitch. The fees collected for the use of the facility could be used for these costs.
- 4) Foundation to pay \$500 annually to a separate general capital replacement fund. This fund would be held and maintained by the City, to be used to fund future capital replacements needed at the fields as determined by the City.
- 5) Keys to the facility and associated amenities would be provided to the City.
- 6) Fields could be used from 6 am - 10 pm, seven days a week.
- 7) Alcohol is not permitted at the fields at any time.
- 8) The initial term of the agreement is for twenty years. The term may be extended for three additional successive terms of ten years each.

The agreement also includes standard provisions related to terminating the agreement, insurance requirements, and indemnification.

Finally, the property that Woodland Recreation Foundation plans to utilize for the softball fields is currently leased by the City on a year-to-year basis to Bullseye Farms for \$1 per year. In order to enter into the license agreement the City would first have to amend the existing lease agreement with Bullseye Farms to remove this area from the lease. The City Manager has discussed this matter with Bullseye Farms and they are open to a lease amendment, but that agreement would have to be finalized in prior to executing the License Agreement with the Woodland Recreation Foundation.

Conclusion:

Staff recommends that the Council authorize the City Manager, at such time that the existing lease agreement with Bullseye Farms is amended to remove the subject property from the lease agreement, to execute 1) a license agreement for the construction of softball fields and 2) a use agreement for the use of softball fields, between the City and the Woodland Recreation Foundation at the Woodland Sports Park.



Ken Hiatt
City Manager

Attachments:

1. Fastpitch License Agreement
2. Resolution License Agreement Fastpitch Complex 2020-c1-c1
3. LICENSE AREA EXHIBIT

**LICENSE AGREEMENT FOR THE CONSTRUCTION OF SOFTBALL FIELDS (CIP
#21-12) BETWEEN THE CITY OF WOODLAND
AND WOODLAND RECREATION FOUNDATION**

THIS LICENSE AGREEMENT (“License” or “Agreement”) is made and entered into this _____ day of _____, 2020, by and between the City of Woodland, a municipal corporation (“City”), and Woodland Recreation Foundation (“Licensee”), a California nonprofit corporation. City and Licensee individually are sometimes referred to herein as “Party” and collectively as “Parties.”

Recitals

WHEREAS, City currently owns, maintains, and operates the Woodland Sports Park located at 2001 East Street (“Sports Park”), and desires to expand the Sports Park to include up to three additional softball fields; and

WHEREAS, City owns certain real property adjacent to the Sports Park and located at the intersection of the proposed Parkway Drive and the proposed Matmor Road in Woodland, California; and

WHEREAS, Licensee is a California nonprofit corporation whose specific purpose is to support parks and recreational activities within the City of Woodland; and

WHEREAS, Licensee desires to construct softball fields and facilities (the “Softball Fields”), comprised of up to three softball fields, storage space, scoreboards, bleachers, a snack bar trailer, signage, and parking lot that shall become a part of the adjacent Sports Park (“the Premises”), as depicted in **Exhibit A**, attached hereto and incorporated herein; and

WHEREAS, ultimate responsibility for the construction of the Softball Fields shall be borne by Licensee; and

WHEREAS, the Parties desire to enter into this Agreement in order to allow Licensee to construct the Softball Fields on the Premises in a manner acceptable to the Parties; and

WHEREAS, the authorization to Licensee to construct the Softball Fields is contingent upon City review of all plans and specifications, the issuance of all applicable permits, and Licensee’s performance of any and all conditions imposed in a permit and this Agreement, ; and

WHEREAS, this Agreement only authorizes the construction of the Softball Fields, and Licensee’s use of the completed Softball Fields shall be governed by a separate use agreement in the form attached as **Exhibit B**, which will be mutually executed between the Parties prior to Licensee’s first use of the Softball Fields.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein contained, and subject to the terms, conditions, and provisions hereof, the Parties hereto agree as follows:

Agreement

1. City's Warranties and Covenants. City warrants to and covenants with Licensee as follows:

A. City is the owner of the Premises, and City represents and warrants that it knows of no liens, encumbrances, conditions, covenants, charges, easements, rights of way, or restriction of any kind whatsoever, whether or not of public record, that will interfere with Licensee's use of the Premises during the term of this License or of the Softball Fields during the term of the Softball Fields Use Agreement attached as **Exhibit B** (sometimes referred to as "Use Agreement").

B. City is neither involved in, nor aware of, any pending or threatened litigation that does or may affect the Premises, and there are no actions or proceedings pending or threatened against City before any court or administrative agency in any way connected with the Premises.

C. The Premises are presently zoned to permit the Softball Fields, and City has no actual knowledge of any plan, study, or effort by City, any government authority or agency, or non-governmental person or entity, that could adversely affect such zoning.

D. The execution by City of this Agreement and its delivery to Licensee will not conflict with any agreement or instrument to which the City is a party or by which it is or may be bound, or constitute a default under any of them, or violate any applicable City, state, or federal law, statute, ordinance, or regulation or otherwise result in the inability of City to perform its obligations pursuant to this License.

2. License. City hereby licenses the Premises described in **Exhibit A** to Licensee. Such license is subject to all exceptions, easements, rights, rights of way, and other matters now applicable to the Premises and to the terms and conditions of this License Agreement.

3. Term. The term of this License shall commence upon mutual execution of this Agreement and shall continue for three (3) years; provided, however, that Licensee may extend the term of this License for up to one 12-month period by giving City sixty (60) days' written notice of extension prior to expiration of the then current term.

4. Termination.

A. Termination Upon Completion of Softball Fields. This Agreement shall terminate prior to the expiration of the term set forth in Section 3 above if the Softball Fields have been completed in their entirety in accordance with Section 9 of this Agreement.

B. Termination for Cause by City. City may terminate this Agreement for Cause. For purposes of this Section 4.B., "Cause" means a violation by Licensee of this Agreement or of any City, state, or federal law applicable to the construction of the Softball Fields or for abandonment of such construction. If City finds that it has Cause to terminate this Agreement, City shall deliver written notice thereof to Licensee. Licensee shall have sixty (60) days from the date of receiving

such notice to cure the violation (“the Cure Period”). If the Cause is of such a nature that it cannot reasonably be cured by Licensee within the Cure Period, then the Cure Period shall be extended so long as Licensee has commenced curing the violation within the Cure Period and continues to diligently act to cure the violation. If Licensee does not cure the noticed violation during the Cure Period (as it may have been extended), City may deliver a notice of termination to Licensee. If this License is terminated by City for Cause prior to substantial completion of the Softball Fields, City may require Licensee to return the Premises to its original condition at Licensee’s sole cost and expense.

C. Termination for Cause by Licensee. Licensee may terminate this Agreement for Cause. For purposes of this Section 4.C., “Cause” means a breach or default by City of its warranties or obligations under this License. If Licensee finds that it has Cause to terminate this Agreement, Licensee shall deliver written notice thereof to City. City shall have sixty (60) days from the date of receiving such notice to cure the violation (“the Cure Period”). If the Cause is of such a nature that it cannot reasonably be cured by City within the Cure Period, then the Cure Period shall be extended so long as City has commenced curing the violation within the Cure Period and continues to diligently act to cure the violation. If City does not cure the noticed violation during the Cure Period (as it may have been extended) Licensee may deliver a notice of termination to City. If this License is terminated by Licensee for Cause prior to substantial completion of the Softball Fields, then Licensee shall not be required to return the Premises to its original condition.

5. Consideration.

A. Softball Fields. As consideration for the License of the Premises, and at Licensee’s sole cost and expense, Licensee shall construct the Softball Fields. The Softball Fields shall be approximately 7.5 acres and shall be constructed in strict compliance with the plans, specifications, and drawings approved by City and only upon the granting of all applicable permits. The Softball Fields shall be comprised of a total of a maximum of three softball fields, a scoreboard for each field, storage space, and a parking lot. Licensee may, at its option, construct the Softball Fields in phases, provided that the first phase shall include two softball fields with dugouts, a gravel parking lot and an access road to the fields from East Street. Upon completion of the initial phase and approval of the improvements by the City, the City and Licensee may enter into the Use Agreement for the first phase improvements, which may be expanded later to include additional improvements.

B. Naming of Softball Fields. Licensee has received Woodland City Council approval to name the Softball Fields the “Dowling Fastpitch Complex” in acknowledgment of a gift to Licensee. The Parties shall refer to and name the Softball Fields in accordance with such Woodland City Council approval and the Naming Rights Agreement entered into between the Parties.

C. Portable Items. Licensee shall provide all portable bleachers and snack bar trailers for use in the Softball Fields, which shall remain the property of Licensee.

D. Signs and Scoreboards. Any signs and scoreboards on or around the Softball Fields shall be designed, purchased, ordered, and installed by Licensee. The design of any signs and scoreboards proposed to be placed on or around the Softball Fields shall be approved by the City’s

Community Development Department prior to installation and shall comply with all applicable City codes and regulations governing signs.

E. Storage Space. Licensee shall initially place a cargo container at the property to be used as a storage unit at a location approved by the City. Construction of future temporary or permanent storage units must be approved by the City prior to commencement.

F. Parking. Licensee shall install a gravel parking lot and pave parking spaces that are compliant with the federal American with Disabilities Act.

G. Optional Improvements. Licensee anticipates installing Permanent Snack bar, announcers booth and storage sheds ("Optional Improvements"). The design and location for the Optional Improvements shall be subject to City approval. The failure of Licensee to install Optional Improvements mentioned in this Section 5.G. shall not constitute a default or be grounds for termination of this License.

6. Contracting and Construction of the Softball Fields.

A. Construction at Licensee's Expense. Licensee shall be solely responsible for designing, constructing, installing, obtaining permits, and providing for the course of construction inspections of the Softball Fields.

B. Plans and Specifications. Licensee shall cause plans and specifications for the Softball Fields to be prepared and shall submit them to the City's Community Development Department. Such plans and specifications shall include all plans and specifications for the Softball Fields, Optional Improvements, and necessary landscaping relating to the Softball Fields. Licensee shall also ensure that such plans and specifications are submitted to any other agencies with jurisdiction over construction of the Softball Fields prior to construction. City shall review and approve or disapprove all design documents and construction contracts. Licensee may not begin construction until City has approved the submitted plans, specifications, design documents, and construction contracts.

C. Licensee's Contractor. Licensee will contract for construction of the Softball Fields with a contractor who holds valid Contractor's License for all work to be performed by the contractor. Licensee's contract with the contractor shall provide for the right, but not the obligation, of City to assume Licensee's obligations and rights under that contract if this License should be terminated prior to the completion of the Softball Fields.

D. Construction Management Services. Licensee shall, at its own cost and expense, provide construction management services for the Softball Fields through its engineer or another person acceptable to City. City shall have no responsibility for costs Licensee or its contractor incurs in complying with any permit conditions.

E. Notification to City. Licensee shall notify City of Licensee's intention to commence work on the Premises at least thirty (30) calendar days before commencement of any such work or delivery of any materials to the Premises. City shall have the right to post and maintain on the Premises any notices of non-responsibility provided for under applicable law and to inspect the Premises in relation to the construction at all reasonable times.

F. Additional requirements:

i. Prevailing Wages. Licensee acknowledges that City has made no representation, express or implied, to Licensee or any person associated with Licensee regarding whether or not laborers employed relative to the construction and installation of any improvements to City-owned property, including, but not limited to, the construction of the Softball Fields or the Premises, must be paid the prevailing per diem wage rate for their labor classification, as determined by the State of California, pursuant to California Labor Code section 1720 *et seq.* Licensee understands and agrees that Licensee shall assume the responsibility and be solely responsible for determining whether or not laborers employed relative to any construction on the Premises must be paid the prevailing per diem wage rate for their labor classification, as determined by the State of California, pursuant to Labor Code section 1720 *et seq.* Except in the case of City's or its employees, council members, officers, agents, and contractors' gross negligence or intentional misconduct, Licensee shall additionally indemnify City in accordance with the provisions of Section 13 below against any claims pursuant to California Labor Code section 1781 arising from the date of mutual execution of this Agreement or the construction or installation by Licensee of any improvements on the Premises, in accordance with this Agreement. Notwithstanding any other provision of this Agreement, City shall have no duty to monitor or ensure the compliance of Licensee with any State of California labor laws, including without limitation, prevailing wage laws.

ii. Use of Volunteers. Licensee understands and agrees that it shall comply with Labor Code section 1720.4, as it may be amended, with respect to the use of volunteer labor and paid labor.

iii. Schedule. Licensee's contractor shall prepare and submit a schedule of work for the Softball Fields (in a form reasonably acceptable to City) at least 30 calendar days prior to commencement of construction. If the construction schedule changes, the contractor shall provide an update to the City within one week.

iv. Agreement with Contractors. Licensee shall include the following provision in any agreement with a contractor: "To the fullest extent permitted by law, Contractor shall, with respect to all work that is covered by or incidental to the contract documents, defend (by counsel reasonably acceptable to the City of Woodland and the Woodland Recreation Foundation), indemnify, and hold the City of Woodland, Woodland Recreation Foundation, and their respective elected and appointed officials, directors, officers, employees, and volunteers harmless from and against any and all claims, liabilities, losses, damages, costs, or expenses, including reasonable attorneys' fees, consultants' fees, expenses, awards, fines, penalties, or judgments, arising by reason of death, sickness, or bodily injury to persons, personal injury and damage, injury to property, design defects (if the design was implemented by or originated with Contractor), or other loss, damage, or expense, including any of the same resulting from the alleged or actual negligent act or omission of the City of Woodland and the Woodland Recreation Foundation and without regard to Contractor's negligence or fault, or any act or omission for which liability is imposed under applicable statutory or common law without regard to fault, excluding only claims arising from the sole or active negligence or willful misconduct of the City of Woodland and the Woodland Recreation Foundation. The foregoing indemnity is in addition to and does not negate, abridge or reduce any other right to indemnity provided by operation of law."

v. Licensee to Secure Water. Prior to the commencement of construction of the Softball Fields, including but not limited to any grading work, Licensee shall notify the City in writing of the source of water Licensee intends to use to service the Premises. In the event that Licensee intends to utilize the City-owned well adjacent to the Premises to provide water service to the Premises, prior to commencement of construction, the Licensee shall enter into a well use agreement with the City (and, if deemed appropriate by the City, any other parties utilizing the well), which shall govern, among other things, responsibilities for maintenance and repair of the well.

G. Construction Fence. Licensee agree to ensure that a fence is placed around the Premises in a manner that will prevent public access through the Premises to the Softball Fields during construction. Such fence shall remain in place until completion of the Softball Fields, as specified in Section 9.

7. Commencement of Construction and Inspection.

A. Authorization from City. Licensee and its contractors or subcontractors shall not commence construction of the Softball Fields until Licensee has received written authorization from City to proceed. Such authorization from City shall not be unreasonably withheld or delayed. All work performed on the Premises shall be done in strict compliance with City-approved plans, specifications, and contract documents and in a good and workmanlike manner. All work performed by Licensee, its contractor(s), or agent(s) to construct the Softball Fields shall be subject to inspection by City on the same basis as other similar construction work within the City's jurisdiction. All inspection costs and fees necessary to construct the Softball Fields shall be borne solely by Licensee. The Licensee and its contractors and subcontractors shall not negatively affect the other uses at the Sports Park.

B. Damage to Softball Fields During Term. During the term of this License, the Licensee shall repair all damage to the Softball Fields, regardless of cause except damage due solely to the negligence of City, its agents, or employees.

8. Construction in Compliance with Laws.

A. Applicable Laws. Licensee shall ensure that all work performed on the Softball Fields is performed in a manner that complies with all applicable federal, state, county, and City laws, regulations, and rules, as these rules and regulations may be modified or changed from time to time. Licensee shall require all contractors to pay wages as required by law and give all notices and comply with all laws, ordinances, rules, regulations, and lawful orders of any public authority, including those laws, ordinances, rules, regulations, and lawful orders relating to safety, hazardous materials, and equal employment opportunities; pay all local, state and federal taxes; and pay all benefits, insurance, taxes and contributions for Social Security and Unemployment Insurance that are measured by wages, salaries, or other remuneration paid to their employees. All required building and other permits in connection with the construction of the Softball Fields shall be obtained and paid for by Licensee. All contractors engaged by Licensee shall be licensed in California.

B. No Liens. Licensee shall keep the Premises free from any kind of liens arising out of the work performed or materials furnished in connection with the Premises and shall promptly pay when due all contractors and materialmen used by Licensee. If any improver's lien is filed affecting the Premises based on Licensee's performance of this Agreement, Licensee shall bond against or discharge the same within thirty (30) days of filing. Licensee shall indemnify, defend, protect, and hold City and the Premises and every part thereof, free and harmless from and against any and all liability, damage, claim, demand, suit, action or expense (including reasonable attorneys' fees) arising out of any work done on or about the Premises by Licensee or at Licensee's direction, including Licensee's contractors, subcontractors, materialmen, suppliers, representatives or agents.

9. Completion of Softball Fields.

A. Diligent Completion. Once the work has commenced, Licensee shall, with reasonable diligence, prosecute all construction of the Softball Fields to substantial completion, provided that the work may be completed in phases, as described in Section 5. Construction required by this Agreement shall be completed by Licensee, and the Softball Fields shall be ready for use, within three (3) year after commencement of construction, provided that the time for completion shall be extended for as long as Licensee shall be prevented from completing the construction by causes beyond Licensee's control other than the financial inability of Licensee. All work shall be performed in a good and workmanlike manner, shall be done in compliance with plans and specifications approved by City, as required by this Agreement, and shall comply with all applicable governmental permits, laws, ordinances, and regulations.

B. Completion Notice. Licensee shall notify City of substantial completion of the Softball Fields (or applicable phase) and, upon such notice, a representative of City's Community Services Department and City's Community Development Department shall review the Softball Fields to confirm that the Softball Fields were completed in accordance with this License.

C. Keys. Upon completion of the Softball Fields, Licensee shall issue one or more keys to the light boxes and storage space at the Softball Fields to the City's Community Services Department.

D. Ownership at Completion. Upon City's determination that the Softball Fields has been substantially completed, the Softball Fields or the applicable phase that has been substantially completed shall, without compensation to Licensee, then become City's property free and clear of all claims of or by Licensee or any third person under Licensee's control.

E. Warranty.

i. Upon substantial completion of the Softball Fields or the applicable phase, Licensee shall assign to City, in writing and in a form reasonably satisfactory to City, all warranties of contractors and material and equipment suppliers made in favor of Licensee pursuant to any and all construction contracts, construction materials, or equipment purchase or supply contract obtained by Licensee in connection with the construction of the Softball Fields.

ii. This Section 9.E. shall survive the termination of this License.

10. Use of the Premises. Upon substantial completion of the Softball Fields or if constructed in phases, the first phase of the Softball Fields, the use of the Premises (or applicable portion thereof) by Licensee shall be governed solely by the Softball Fields Use Agreement in the form attached as **Exhibit B**. The Parties shall execute such Softball Fields Use Agreement contemporaneously with this License, but the commencement date thereof shall be the date following substantial completion of the Softball Fields and issuance of an occupancy permit for the Softball Fields by City.

11. Prohibited Use. Licensee shall not use or permit the Premises, or any portion of the Softball Fields to be improved, developed, used, or occupied in any manner or for any purpose that violates any valid law, ordinance, or regulation of any federal, state, or local governmental agency, body, or entity. Furthermore, Licensee shall not maintain, commit, or permit any nuisance as now or hereafter defined by any statutory or decisional law applicable to the Softball Fields. Licensee shall not use or permit the Premises to be improved or developed in a manner unauthorized by this License without first obtaining the written consent of City.

12. Possessory Interest Tax. City and Licensee agree this License creates a revocable license to use the Premises in connection with construction of the Softball Fields and not a possessory interest in land. If, however, the Yolo County Assessor or other taxing entity finds that this License creates a possessory interest subject to property taxation, Licensee shall pay the property tax levied on the premises as a result of such finding subject to Licensee's right to protest and appeal such assessment in accordance with applicable laws and regulations.

13. Indemnity. Licensee shall be solely responsible for, and shall indemnify, defend (by counsel reasonably acceptable to the City Attorney) and hold City, its officers, directors, agents, employees, volunteers, and any other person acting for or on behalf of City (collectively, the "Indemnified Parties") harmless from and against any and all costs, claims, losses, damages, causes of action, and liability that may arise by reason of any occurrence attributable to or arising out of Licensee's exercise of, or failure of, performance pursuant to this License, including without limitation, any claim or cause of action for injury to or death of any person or damage to any property arising out of any such occurrence during the term of this License except to the extent that such cost, claim, loss, damage, action or liability was caused by the sole negligence or willful misconduct of any of the Indemnified Parties. City shall have no liability to Licensee, and Licensee waives all claims against City, arising from, or in any way related to, occurrences within the scope of the above indemnity set forth in this first paragraph of Section 13, except to the extent caused by the sole negligence or willful misconduct of an Indemnified Party.

City shall be solely responsible for, and shall indemnify, defend (by counsel reasonably acceptable to Licensee) and hold Licensee, its officers, directors, agents, employees, and volunteers (collectively, the "Licensee Indemnitees") harmless from and against any and all costs, claims, losses, damages, causes of action, and liability that may arise by reason of any occurrence attributable to or arising out of City's exercise of, or failure of, performance pursuant to this License; including without limitation, any claim or cause of action for injury to or death of any person or damage to any property arising out of any such occurrence during the term of this License except to the extent that such cost, claim, loss, damage, action, or liability was caused by the sole negligence or willful misconduct of any of the Licensee Indemnitees. Licensee Indemnitees shall have no liability to City, and City waives all claims against Licensee Indemnitees, arising from, or

in any way related to, occurrences within the scope of the indemnity set forth in this second paragraph of Section 13, except to the extent caused by the sole negligence or willful misconduct of a Licensee Indemnitee.

Notwithstanding the above indemnities, none of the Parties to this License, or any of their respective officers, directors, employees, volunteers, or agents shall be liable to another Party to this License for indirect, punitive, consequential, or exemplary damages or for lost profits or lost rent. This Section 13 shall survive the termination of this License.

14. Insurance.

A. Licensee shall obtain or require all contractors it directly engages to construct the Softball Fields to obtain and maintain insurance of the types and in the amounts described below in a form and with carriers satisfactory to City during the term of this License.

i. Commercial General Liability Insurance. Occurrence version commercial general liability insurance or equivalent form with a limit of not less than one million dollars (\$1,000,000.00) (or such lesser amount as may be approved in writing by City). If such insurance contains a general aggregate limit, it shall apply separately to construction work authorized by this License or be no less than two times the occurrence limit and shall also name City, its officials, officers, employees, agents, and volunteers as additional insureds by endorsement. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed additional insureds.

ii. Business Automobile Liability Insurance. Business automobile liability insurance or equivalent form with a limit of not less than one million dollars (\$1,000,000.00) each accident shall be maintained. Such insurance shall include coverage for owned, hired, and non-owned automobiles and shall contain the same provisions regarding additional insureds as set forth in Section 14.A.i. above.

iii. Workers' Compensation Insurance. Workers' compensation insurance with statutory limits and employer's liability insurance with limits of not less than one million dollars (\$1,000,000.00) each accident.

iv. Property Insurance. All-risk property insurance covering the Softball Fields in the full value of the completed work.

B. Other insurance requirements. Licensee shall:

i. Prior to taking any actions authorized by this License, furnish City with properly executed certificates of insurance and endorsements or copies of insurance policies that evidence all insurance required in this Section 14 and that such insurance may not be canceled, allowed to expire, or be materially reduced in coverage except with thirty (30) days' prior written notice to City.

ii. Replace or require the replacement of certificates, policies, and endorsements for any insurance required herein expiring prior to substantial completion of the Softball Fields.

iii. Maintain all insurance required herein through termination of this License.

iv. Place all insurance required herein with insurers licensed to do business in California and reasonably acceptable to City.

15. No Joint Venture, Partnership or Agency Relationship; Not a Public Project.

A. Private Undertaking. It is specifically understood and agreed between the Parties that the construction of the Softball Fields is a purely private undertaking. No joint venture, partnership, or other form of agency of any kind exists among City, Licensee, or any insurer of either of them.

B. Not a Public Project For Purposes of Bidding. The Softball Fields do not constitute a “public project” within the meaning of the competitive bidding requirements contained in Public Contract Code sections 20160 *et seq.* or 22030 *et seq.* City does not by this License assume any ownership or control over any portion of the construction of the Softball Fields or any liability for errors or omissions in design or construction thereof.

C. Not a Public Work for Stop Notice Purposes. The Softball Fields does not constitute a “public work” for purposes of California Civil Code section 9350 *et seq.* with respect to stop notices for public works, which are defined in Civil Code section 9000 as any work of improvement contracted for by a public entity. Pursuant to this License, City shall license the Premises to Licensee who shall contract for construction of a Softball Fields thereon. This Section 15.C. does not in any way modify any prevailing wage requirements of Licensee or its contractors as set forth in Section 6.F. of this License or in Labor Code section 1720 *et seq.*

16. Ownership of Documents. Upon termination of this License, the plans, specifications, estimates, programs, and other materials prepared by or on behalf of Licensee in connection with Licensee’s exercise of this License (collectively “Documents”) shall become the property of City, whether or not the Softball Fields are completed. Licensee shall provide copies of all Documents to City upon the earlier of: (a) the date on which the Softball Fields are substantially completed; or (b) the date this License is terminated for any reason prior to substantial completion of the Softball Fields. If this License is terminated for any reason before the Softball Fields are substantially completed, City and its agents, employees, representatives, and assigns may use the Documents, in whole or in part, or in a modified form, for all purposes, at City’s sole discretion and without employment of or payment of compensation to, Licensee, but without any warranty of Licensee, express or implied, respecting the Documents or City’s rights of use thereof.

17. Operation of Softball Fields. City has no plans to cease operation or the public use of the Softball Fields after construction of the Softball Fields. The Parties’ expectations are that the Softball Fields will operate and be available for use for fast pitch softball only by the public and by Licensee in the future except as such use and operation may be affected by this License and the Softball Fields Use Agreement. The Parties understand that City will not commit to indefinite future operation of the Softball Fields and that City will have the power to use the property on which the Softball Fields are located as it may deem to be in the City’s best interests, provided that the City will be financially responsible for any damage that may occur during the time of such use by the City.

18. Force Majeure. Except as otherwise provided in this License, if the performance of any act required by this License by either Party is prevented or delayed by reason of any act of God, strike, act of terrorism, lockout, labor trouble, inability to secure materials, restrictive governmental laws or regulations or any other cause (except financial inability) not the fault of the Party required to perform the act, the time for performance of the act will be extended for a period equivalent to the period of delay, and performance of the act during the period of delay will be excused

19. Destruction of Softball Fields. If the Softball Fields are substantially destroyed during the term of this License by an uninsured event, then Licensee may terminate this License by written notice to City. If such destruction does occur and Licensee elects to terminate this License, Licensee shall restore the Premises to its condition as of the effective date of this License to the extent reasonably practical and in light of the respective circumstances and financial strength of Licensee.

20. Waiver. The waiver by either Party of any breach of any term, condition, or provision of this License shall not be deemed to be a waiver of such term, condition, or provision, or any waiver of a subsequent breach of the same, or any other, term, condition, or provision.

21. Successors and Assigns. The terms, conditions, and provisions of this License shall apply to and bind the heirs, successors, executors, administrators, and permitted assigns of the Parties hereto. This License may not be assigned by either Party without the prior written consent of both Parties; any such purported assignment without such prior consent shall be void.

22. Time of Essence. Time is of the essence of this Agreement.

23. Captions. The underlined captions of this License are for convenience only and do not in any way limit or amplify the terms and provisions of this License.

24. Notice. Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this Agreement shall be sent to the Parties at the following addresses:

City: City of Woodland
300 First Street
Woodland, California 95695
Attn: City Manager

Foundation: Woodland Recreation Foundation
P. O. Box 1091
Woodland, CA 95776
Attn: President

25. Costs and Attorneys' Fees. If either Party commences any legal action against the other Party arising out of this Agreement or the performance thereof, the prevailing party in such action may recover its reasonable litigation expenses, including, but not limited to, court costs, expert witness fees, discovery expenses, and attorneys' fees.

COW License Agreement with WRF for Softball Complex

26. Amendments. This Agreement may be amended only by a written instrument signed by the Parties.

27. Governing Law and Choice of Forum. This Agreement shall be construed in accordance with and governed by the laws of the State of California as if written by both Parties. Any litigation arising from this Agreement shall be brought in the Superior Court of Yolo County.

28. Authorized Signatory. The person signing this Agreement on behalf of Licensee affirmatively represents that he or she has the requisite legal authority to enter into this Agreement on behalf of Licensee and to bind Licensee to the terms and conditions of this Agreement. The person executing this Agreement on behalf of Licensee understands that City is relying on this representation in entering into this License.

29. Agreement Contains All Understandings. The recitals set forth above and the attachments to this License are incorporated herein and are part of this License. This License, including **Exhibits A and B** and any plans and specifications for the Softball Fields that already have been, or will in the future be, approved by City, represents the entire and integrated agreement between the Parties regarding the construction of the Softball Fields and supersedes all prior negotiations, representations, or agreements, either written or oral.

30. Future Agreements. Nothing in this Agreement is intended to, or does, limit the right of Licensee to enter into a separate Softball Fields Use Agreement with City. Licensee must enter into a Softball Fields Use Agreement with City prior to its use of the Softball Fields.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date first above written.

CITY OF WOODLAND, a municipal
corporation

By: _____
Ken Hiatt
City Manager

WOODLAND RECREATION
FOUNDATION, a California nonprofit
corporation

By: _____
Jim Hilliard
President

Approved as to form:

By: _____
Ethan Walsh
City Attorney

EXHIBIT A
Description of Premises
(Layout of Softball Fields)

[To be inserted.]

DRAFT

Exhibit B

SOFTBALL FIELDS USE AGREEMENT

THIS SOFTBALL FIELDS USE AGREEMENT ("Agreement") is entered into this _____ day of _____, 202__, by and between the City of Woodland ("City"), a municipal corporation, and the Woodland Recreation Foundation ("Foundation"), a California nonprofit corporation. City and Foundation individually are sometimes referred to herein as "Party" and collectively as "Parties."

RECITALS

WHEREAS, City and Foundation previously entered into a License Agreement whereby Foundation agreed to construct the softball fields (the "Softball Fields") located at the intersection of the proposed Parkway Drive and the proposed Matmor Road in Woodland, California ("Premises"); and

WHEREAS, Foundation desires to enter into this Agreement to receive access to and use of the Softball Fields, more particularly described in **Attachment 1**, attached hereto and incorporated herein by reference, for purposes of providing recreation facilities for their members and participants to use in accordance with the terms of this Agreement; and

WHEREAS, this Agreement was authorized by the City of Woodland City Council ("City Council") by Resolution No. _____, dated _____, 2020, which is incorporated into this Agreement by reference.

NOW, THEREFORE, in consideration of the mutual conditions, promises, and covenants hereinafter contained, the Parties agree as follows:

AGREEMENT

1. City's Warranties and Covenants. City warrants to, and covenants with, Foundation as follows:

A. City is the owner of the Premises. City represents and warrants that it knows of no liens, encumbrances, conditions, covenants, charges, easements, rights of way, or restrictions of any kind whatsoever, whether or not of public record, that will interfere with Foundation's use of the Premises or the Softball Fields during the term of this Agreement.

B. City is neither involved in, nor aware of, any pending or threatened litigation that does or may affect the Premises. There are no pending or threatened actions or proceedings against City before any court or administrative agency in any way connected with the Premises or the Softball Fields.

C. Use of the Premises by Foundation as contemplated by this Agreement is consistent with, and permitted by, present zoning and other applicable use restrictions. City has no actual

knowledge of any plan, study, or effort by City, or any other government authority or agency, or non-governmental person or entity, that could adversely affect use of the Premises, including the Softball Fields, as permitted by this Agreement.

D. The execution by City of this Agreement and its delivery to Foundation will not conflict with any agreement or instrument to which the City is a party or by which it is or may be bound, or constitute a default under any of them, or violate any applicable local, state, or federal law, statute, ordinance, or regulation or otherwise result in the inability of City to permit Foundation's use of the Premises and the Softball Fields as contemplated in this Agreement.

2. Use of Softball Fields.

A. General Use. Subject to the terms and provisions of this Agreement, including those contained in **Attachments 2 through 4**, attached hereto and incorporated herein, City hereby grants to Foundation permission to use the Softball Fields, as more particularly described in **Attachment 1**. Foundation shall use the Softball Fields in accordance with the terms and conditions of this Agreement. City hereby grants Foundation the authority to determine the specific individuals who shall be admitted to the Softball Fields when the Foundation uses the Softball Fields subject to the maximum occupancy requirement set forth in Section 2.B.

B. Maximum Occupancy. The maximum occupancy of the Softball Fields shall at all times not exceed the maximum allowable number of individuals as determined by the City's Fire Marshall.

C. Storage Space. Foundation may use the storage space in the Softball Fields to store any equipment authorized by this Agreement, as provided for in **Attachment 4**, attached hereto and incorporated herein. Initially, the Foundation may install a cargo container for storage to be located on the Premises at a location as approved by the City. Future placement or construction of a permanent storage unit must be approved by the City prior to the commencement of delivery or construction. Foundation shall provide keys for such storage space to the Community Services Department. Foundation understands that storage space as permitted by this Section 2.C is located on City property and that City shall have the right to enter such space immediately in emergencies and otherwise after three (3) business days' advance written notice to Foundation. Foundation further agrees to maintain the storage space in accordance with the standards set forth in **Attachment 2**. The failure of Foundation to satisfactorily maintain the storage space shall be grounds for termination of this Agreement for cause under Section 4 below.

D. Lights. When lighting is installed, Foundation may use lighting equipment therein of the type described in **Attachment 4** for scoreboard and field lights. Foundation shall provide keys to the lighting equipment to the Community Services Department. Foundation understands that the lighting equipment is located on City property and that City shall have the right to access the lighting equipment at any time. Foundation also agrees that this lighting equipment is only intended to serve Foundation's and its members' needs for lighting and is not designed to be used on a full-time basis by anyone, including Foundation. Foundation further agrees to maintain the lighting pursuant to **Attachment 2**. The failure of Foundation to satisfactorily maintain the lighting equipment shall be grounds for termination of this Agreement for cause under Section 4 below as

to Foundation. It is assumed that lights will be added to the City's light program so that light use can be recorded and charged accordingly to the party that used it.

E. Softball Fields. The Softball Fields may be used by Foundation for fastpitch softball activities at no charge. Foundation will develop and implement a fee schedule in consultation with the City for the Dowling Fastpitch Complex, which fee schedule, including any future changes to the fee schedule, shall be subject to City's reasonable approval, and charge user groups in accordance with the established fee schedule. Such fees shall be collected by the Foundation and used for the purpose of maintaining, repairing and improving the Premises in accordance with this Agreement. As provided in this Agreement, City may reserve use of the Softball Fields for City use at no charge. Subject to the advance reservation of the Softball Fields by either Party, Foundation shall permit use of the Softball Fields by other user groups in accordance with Section 2.F. below. In addition to the established fee schedule for daily use, field use shall require other user groups to pay a monetary security deposit to Foundation to be held and used by Foundation solely to pay the reasonable cost of repairs, special maintenance, and cleanup of the Softball Fields necessitated by such other community groups' use (but excluding normal wear and tear). Groups using the facility may be billed in excess of the security deposit to cover damages that exceed the security deposit. Every community group user shall receive, within sixty (60) days following its use of the Softball Fields, a refund of its reservation deposit less the cost of any repairs, special maintenance, and cleanup together with a brief written accounting of any portion of the reservation deposit so used and not returned. Foundation shall maintain the Softball Fields in compliance with **Attachment 2**. The failure of Foundation to maintain the Softball Fields as specified in this Section 2.E. and **Attachment 2** shall be grounds for termination of this Agreement for cause under Section 4 below.

F. Scheduling Use of Softball Fields.

i. Scheduling. Foundation shall implement and administer an advance reservation system for the use of the Softball Fields. The advance reservation system shall be subject to the review and reasonable approval of the City. The Softball Fields shall not be subject to reservation by City or other community groups more than sixty (60) days in advance of the desired use date with the exception of tournaments which may be scheduled one year in advance. With respect to advance reservation of use, Foundation shall have priority of use of the Softball Fields over City if Foundation and City desire conflicting times of use. City and Foundation agree that the City shall be authorized to use the Softball Fields a minimum of four (4) weekends per year. Foundation shall receive priority reservation of use over other Woodland based community groups if Foundation and another community group request conflicting times of use. Foundation shall report quarterly (beginning on January 1) to City the availability of the Softball Fields. Foundation will provide City proof of insurance certificates listing the City and Foundation as additionally insured for each user group prior to each use of fields. Insurance requirements for each user group will be the same as the City requires of the Foundation. The Dowling Fastpitch Facility is restricted to age group (i.e., youth) and high school fastpitch softball. The City and Foundation may mutually develop more detailed scheduling rules in implementation of this Agreement. The priority of use afforded Foundation is in recognition of Foundation's original construction and contribution of the Softball Fields to City.

ii. Hours of Use. Foundation may use the Softball Fields from 6 a.m. until 10:00 p.m., 7 days a week. Foundation may also use the Softball Fields for Special Events (as defined in Section 2.G. below). Special Event use may extend to midnight on Friday and Saturdays and must be approved in advance by the City to insure no conflicts with other events at the Woodland Community & Senior Center and Woodland Sports Park.

G. Special Events.

- i. Defined. A Special Event is a single occasion of use of the Softball Fields during which a tournament is being held instead of regular weekly games.
- ii. Hours of Use. Foundation agrees to comply with Section 2.F.ii. above regarding hours of use during Special Events.

H. Alcohol Not Permitted. Foundation shall not keep nor permit the consumption of alcoholic beverages at the Softball Fields at any time. Foundation shall not be responsible, nor will this Agreement be terminated, for a violation of the prohibition of this Section 2.H. based upon storage or use of alcoholic beverages at the Softball Fields by a third party.

I. Equipment. Foundation may use equipment at the Softball Fields described in **Attachment 4**. If Foundation desires to use or install other equipment not described in **Attachment 4**, Foundation may submit a request to use or install such other equipment at the Softball Fields in writing to City. The City's Community Services Director shall review the request and determine whether the other equipment proposed to be used or installed is reasonably appropriate for the Softball Fields. The Director shall consider factors such as the necessity of the equipment for the use of the Softball Fields, the potential damage that could be caused to the Softball Fields and surrounding City property from the use or installation of the equipment, the extent that such other equipment would be accessible to users other than Foundation and whether any alternative equipment could be used or installed in lieu of the equipment proposed to be used or installed.

3. Term. The initial term of this Agreement and Foundation's right of use of the Softball Fields pursuant to this Agreement shall commence 9:00 a.m. of the next day following acceptance of the Softball Fields by City and shall continue for twenty (20) years. Foundation shall provide Community Services Department with keys to access lighting when installed and storage space within the Softball Fields and all portions thereof no later than the commencement date of the term. Unless Foundation is in material default of this Agreement, Foundation may extend the term hereof for three (3) additional successive terms of ten (10) years each. The option of Foundation to extend the term hereof shall be deemed automatically exercised unless, prior to expiration of the then current term, Foundation provides written notice to City of non-renewal of this Agreement.

4. Termination.

A. Termination by City. City may terminate this Agreement for Cause. "Cause" for the purpose of this Section 4.A. shall mean a material violation of this Agreement, or of any City, state, or federal law relating to the use of the Softball Fields. If City finds that it has Cause to terminate this Agreement, City may provide written notice of intended termination to Foundation specifying the facts and circumstances alleged to constitute Cause. If City provides such a notice

of intended termination, Foundation shall have forty-five (45) days from the date of receiving such notice to cure the violation (the “Foundation Cure Period”). If the Cause is of such a nature that it cannot reasonably be cured by Foundation within the Foundation Cure Period, then the Foundation Cure Period shall be extended so long as Foundation has commenced curing the violation within the Foundation Cure Period and continues to diligently act to cure the violation. If Foundation does not cure the noticed violation during the Foundation Cure Period (as it may have been extended) City may deliver a notice of termination to Foundation effective upon receipt by Foundation.

B. Termination by Foundation. Foundation may terminate this Agreement for Cause. “Cause” for the purpose of this Section 4.B. means a violation by City of this Agreement, including the warranties and covenants set forth in Section 1 above. If Foundation finds that it has Cause to terminate this Agreement, it may provide written notice of intended termination to City with the facts and circumstances alleged to constitute Cause. If Foundation provides such a notice of intended termination, City shall have sixty (60) days from the date of receiving such notice to cure the violation (the “City Cure Period”). If the Cause is of such a nature that it cannot reasonably be cured by City within the City Cure Period, then the City Cure Period shall be extended so long as City has commenced curing the violation within the City Cure Period and continues to diligently act to cure the violation. If City does not cure the noticed violation during the City Cure Period (as it may have been extended) Foundation may terminate this Agreement by delivery of a notice of termination to City effective upon receipt by City.

5. Operation and Maintenance Costs.

A. Maintenance.

i. Foundation shall provide equipment used to maintain the Softball Fields and grounds.

ii. Foundation shall generally be responsible for maintaining the Softball Fields in a clean and safe condition at all times and shall comply with all terms specified in **Attachment 2** regarding maintenance. City shall not require Foundation to clean, maintain, or repair the Softball Fields where such cleaning, maintenance, or repair are required as the result of City use of the Softball Fields.

B. Foundation shall be responsible for all repairs to the Softball Fields as necessary, except for repairs caused by damage resulting from City use.

C. Utility Costs. As provided for in Section 8, Foundation shall pay for the cost of electric utility service and water service to the Softball Fields. In the event that the existing well is not available to provide landscaping water, Foundation can access landscape water via a connection to the Sports Park water supply. The landscape water connection shall be metered and the water cost shall be paid by Foundation to the City.

6. Bi-annual Meeting. City’s Community Services Director, or his or her designee, shall meet every 6 months with the president of Foundation, or his or her designee, to review maintenance, rental, and operation procedures.

7. Closure of Softball Fields. City may close the Softball Fields for emergency maintenance or repairs without prior notice to Foundation, provided that City shall provide notice as soon as reasonably practicable of any necessary emergency closure.

8. Contributions. Foundation shall pay the cost of electric utility and water service to the Softball Fields. Additionally, Foundation shall annually contribute \$500 to City's Softball Field Capital Replacement Fund. The Softball Field Capital Replacement Fund shall be used for payment of replacement of any lighting or other capital improvements installed. City shall have the sole discretion regarding any and all decisions concerning whether and when to replace any lighting equipment or other capital improvements to the Softball Fields.

9. Insurance. During the term of this Agreement, Foundation shall maintain occurrence version commercial general liability insurance or an equivalent form with an occurrence limit of not less than One Million Dollars (\$1,000,000.00) (or such lesser amount as may be approved in writing by City). If such insurance contains a general aggregate limit, it shall apply separately or be no less than two times the occurrence limit and shall also name City, its officials, officers, employees, agents and volunteers as additional insureds by endorsement. The coverage shall contain no special limitations on the scope of its protection afforded to the above-listed additional insureds.

Upon commencement of the term of this Agreement, Foundation shall deliver to City current certificates evidencing the existence and amounts of this insurance, indicating the additional insureds required under this Section 9. Each policy shall contain an endorsement providing that it cannot be cancelled or subject to non-renewal or reduction in coverage except after thirty (30) days' prior written notice from the insurance company to City. Proof of liability insurance in compliance with the terms and conditions of this Section 9 shall be provided to City by Foundation upon request of City.

Foundation shall require the same insurance from any group that they allow to use the fields.

10. Indemnification. Foundation shall be solely responsible for, and shall indemnify, defend (by counsel reasonably acceptable to the City Attorney) and hold City, its officers, directors, agents, employees, volunteers, and any other person acting for or on behalf of City (collectively, the "Indemnified Parties") harmless from and against any and all costs, claims, losses, damages, causes of action, and liability that may arise by reason of any occurrence attributable to or arising out of Foundation's use of the Softball Fields; including without limitation, any claim or cause of action for injury to or death of any person or damage to any property arising out of any such occurrence during the term of this Agreement except to the extent that such cost, claim, loss, damage, action, or liability was caused by the sole negligence or willful misconduct of any of the Indemnified Parties. City shall have no liability to Foundation, and Foundation waives all claims against City, arising from, or in any way related to, occurrences within the scope of the above indemnity set forth in this first paragraph of Section 10 except to the extent caused by the sole negligence or willful misconduct of an Indemnified Party.

City shall be solely responsible for, and shall indemnify, defend (by counsel reasonably acceptable to Foundation), and hold Foundation, its respective officers, directors, agents, employees, and volunteers (collectively, the "Foundation Indemnitees") harmless from and against

any and all costs, claims, losses, damages, causes of action, and liability that may arise by reason of any occurrence attributable to or arising out of use of the Softball Fields by any person other than Foundation or City's exercise of, or failure of, performance of this Agreement; including without limitation, any claim or cause of action for injury to or death of any person or damage to any property arising out of any such occurrence during the term of this Agreement except to the extent that such cost, claim, loss, damage, action, or liability was caused by the sole negligence or willful misconduct of any of the Foundation Indemnitees. Foundation Indemnitees shall have no liability to City, and City waives all claims against Foundation Indemnitees, arising from, or in any way related to, occurrences within the scope of the indemnity set forth in this second paragraph of Section 10, except to the extent caused by the sole negligence or willful misconduct of a Foundation Indemnitee.

Notwithstanding the above indemnities, neither Party, nor any of their respective officers, directors, employees, volunteers, or agents shall be liable to the other Party for indirect, punitive, consequential, or exemplary damages or for lost profits or lost rent. This Section 10 shall survive the termination of this Agreement.

11. Agreement Not to Discriminate. In accordance with City's non-discrimination policy, Foundation agrees that if it uses City facilities for fundraising or similar events open to the general public, Foundation shall not deny admittance to any person based on race, national origin, religion, sex, age, handicap, or sexual orientation.

12. Assignment. Foundation may not assign this Agreement or any of its rights under this Agreement without the City's express prior written consent. Any purported assignment of this Agreement without the City's consent in violation of this Section 12 shall be void.

13. Notice. Notices desired or required to be given pursuant to this Agreement or by any law now or hereafter in effect may be given by enclosing the same in a sealed envelope addressed to the Party for whom it is intended and by depositing such envelope with postage prepaid in the United States Post Office or any substation thereof, or any public letter box, with any such notice and the envelope containing the same addressed as follows:

City: City of Woodland
300 First Street
Woodland, California 95695
Attn: City Manager

Foundation: Woodland Recreation Foundation
P. O. Box 1091
Woodland, CA 95776
Attn: President

Either Party may, by notice to the other given in accordance with this Section 13, specify a different address for notice purposes.

14. Attorneys' Fees. Should any action be brought arising out of this Agreement including, without limitation, any action for declaratory or injunctive relief, the prevailing party shall be

entitled to reasonable attorneys' fees and costs and expenses of investigation incurred, including those incurred in appellate proceedings or in any action or participation in, or in connection with, any case or proceeding under Chapter 7, 11 or 13 of the Bankruptcy Code or any successor statutes, and any judgment or decree rendered in any such actions or proceedings shall include an award thereof.

15. Payment of Charges. Any charges assessed against a Party pursuant to this Agreement shall be paid to the Party entitled to receive such payment within thirty (30) days of receipt of an invoice accompanied with relevant supporting documentation of the charges represented by the invoice. If a charge is not paid when due, the invoice may be assigned for collection.

16. Amendments. This Agreement may be amended or modified only in a writing signed by the Parties.

17. Binding Effect. The provisions of this Agreement shall inure to the benefit of and be binding upon the Parties and their respective successors and assigns.

18. No Waiver. No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the Party making the waiver.

19. Governing Law and Choice of Forum. This Agreement shall be construed in accordance with and governed by the laws of the State of California as if written by both Parties. Any litigation arising from this Agreement shall be brought in the Superior Court of Yolo County.

20. Captions. The captions of this Agreement are for convenience only and are not a part of this Agreement and do not in any way limit or amplify the terms and provisions of this Agreement.

21. Force Majeure. Except as otherwise provided in this Agreement, if the performance of any act required by the Agreement to be performed by either Party is prevented or delayed by reason of any act of God, strike, act of terrorism, lockout, labor trouble, inability to secure materials, restrictive governmental laws or regulations or any other cause (except financial inability) not the fault of the Party required to perform the act, the time for performance of the act will be extended for a period equivalent to the period of delay, and performance of the act during the period of delay will be excused.

22. Authorized Signatory. The persons signing this Agreement on behalf of Foundation and City affirmatively represent that they have the requisite legal authority to enter into this Agreement on behalf of Foundation or City, respectively, and to bind Foundation or City to the terms and conditions of this Agreement. The persons executing this Agreement on behalf of Foundation and City understand that the other party is relying on this representation in entering into this Agreement.

23. Entire Agreement. This Agreement, including the recitals, all defined terms and **Attachments 1, 2, 3 and 4**, are incorporated into this Agreement by reference. This Agreement constitutes the entire Agreement between the Parties with respect to the use of the Softball Fields, and supersedes all prior negotiations and understandings, both oral and written.

DRAFT

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the last date set forth below their signatures.

CITY OF WOODLAND, a municipal
corporation

WOODLAND RECREATION
FOUNDATION, a California nonprofit
corporation

By: _____
City Manager

By: _____
President

Dated: _____

Dated: _____

Attest:

By: _____
Ana B. Gonzalez
City Clerk

DRAFT

Attachment 1 to Exhibit B

**Description of Softball Fields
(Must Show Softball Fields, Storage Spaces, and Parking Lot)**

[to be inserted]

DRAFT

Attachment 2 to Exhibit B

Softball Fields Maintenance Standards

Foundation shall perform maintenance of the Softball Fields, and shall ensure that a safe, sanitary, and clean environment is maintained at all times so that the Softball Fields, including all surfaces and contents may be used to the fullest extent, and for the longest duration of time, possible. Foundation shall be responsible for maintaining the Softball Fields in accordance with the following standards:

- (1) Softball Fields. Softball fields maintenance consists of grass management, fertilization, and disease control, mowing, edging, mound and plate preparation, and infield playing surface maintenance, on a regular basis and after games scheduled by Foundation.
- (2) Trash. All trash receptacles shall be emptied on a regular basis by Foundation. Trash shall be disposed of in receptacles provided by City located on the Premises.
- (3) Recyclable Goods. Containers for recyclables shall be maintained for mixed paper, cans, plastic, and glass. Containers for liquid material containers (such as soda cans and water bottles) shall have liners or bags inside of them and shall be emptied twice weekly. Recyclable materials shall be disposed of in City's recycling bins located on or near the Premises. Cardboard boxes shall be broken down prior to disposal.
- (4) Lights. When lighting is installed, fluorescent tubes, and light bulbs shall be replaced as needed. Foundation shall provide necessary replacement tubes and light bulbs for all lighting.
- (5) Storage Area. All storage areas shall be maintained in a safe, clean, and orderly manner. No flammable, corrosive, or explosive material shall be stored in these areas.
- (6) Supplies. All field marking chalk used shall be non-toxic. All chemicals used in or around the Softball Fields shall conform to industry standards for the type of cleaning being accomplished. All chemical containers, including secondary containers (such as spray bottles) shall be clearly labeled as to their contents. City shall be provided with a Material Safety Data Sheet (MSDS) for each chemical used in the Softball Fields.
- (7) Conservation of Utilities. Softball Fields use shall include energy conservation practices. Lights shall only be used in areas when use is needed.
- (8) Softball Fields Security. The Softball Fields shall be closed, locked, and secured whenever the Softball Fields is vacant or unused.

Attachment 3 to Exhibit B

DRAFT

Exhibit B

Attachment 4 to Exhibit B

The following equipment shall be allowed at the Softball Fields:

Softball Field:

- Portable Bleachers
- Snack bar trailer (equipment and supplies)
- Softball-related equipment and supplies (maintenance & construction equipment)
- Lighting equipment for field lights and scoreboard (if installed)

Storage Space:

- Softball-related equipment and supplies
- Cleaning supplies.

In no event shall Foundation or City store any flammable or hazardous materials in the Softball Fields.

DRAFT

DRAFT

CITY OF WOODLAND RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
TO EXECUTE A LICENSE AGREEMENT AND A USE AGREEMENT WITH WOODLAND RECREATION
FOUNDATION FOR FASTPITCH SOFTBALL FIELDS AT WOODLAND SPORTS PARK

WHEREAS, City owns certain real property commonly referred to as the City's Sports Park, located at 2001 East Street, Woodland, California; and

WHEREAS, City currently owns, maintains, and operates the entirety of the Sports Park; and

WHEREAS, Woodland Recreation Foundation and Woodland Girls' Fastpitch (User-Group) has an interest and desire to have a Fastpitch Complex constructed at the Sports Park ("Project"); and

WHEREAS, City similarly desires to have a Fastpitch Complex constructed but lacks the necessary financial resources to fund its entire construction, and desires to partner with the User Group in order to bring the Project to fruition at the Sports Park; and

WHEREAS, the construction of the softball complex does result in a physical change in the environment, however, the City Council previously analyzed the impacts from the Sports Park in the Spring Lake Specific Plan Environmental Impact Report and Addendum Number 6 prepared for that EIR, which was adopted by the City Council on March 1, 2005; and

WHEREAS, the City would lease the property to Woodland Recreation Foundation to construct and operate the fastpitch fields based on terms outlined in a license agreement and use agreement.

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

Section 1: The City Council hereby authorizes the City Manager, at such time that the City has entered into an amendment to the existing lease with Bullseye Farms to remove the subject property from the area leased to Bullseye Farms, to execute a license agreement and a use agreement for the construction and operation of the softball complex referred to as the "Dowling Fastpitch Complex" at the Woodland Sports Park in the substantially the form as submitted to the City Council with this resolution, subject to minor and clarifying changes to either agreement as approved by the City Attorney and City Manager.

Section 2. Notice of Exemption. The City Council hereby finds that the construction and operation of the fastpitch softball fields was previously analyzed in the Spring Lake Specific Plan EIR and Addendum Number 6 to that EIR, which was approved by the City Council on March 1, 2005.

PASSED AND ADOPTED by the City Council this 17th day of November, 2020, by the following vote:

AYES: Council Members:

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

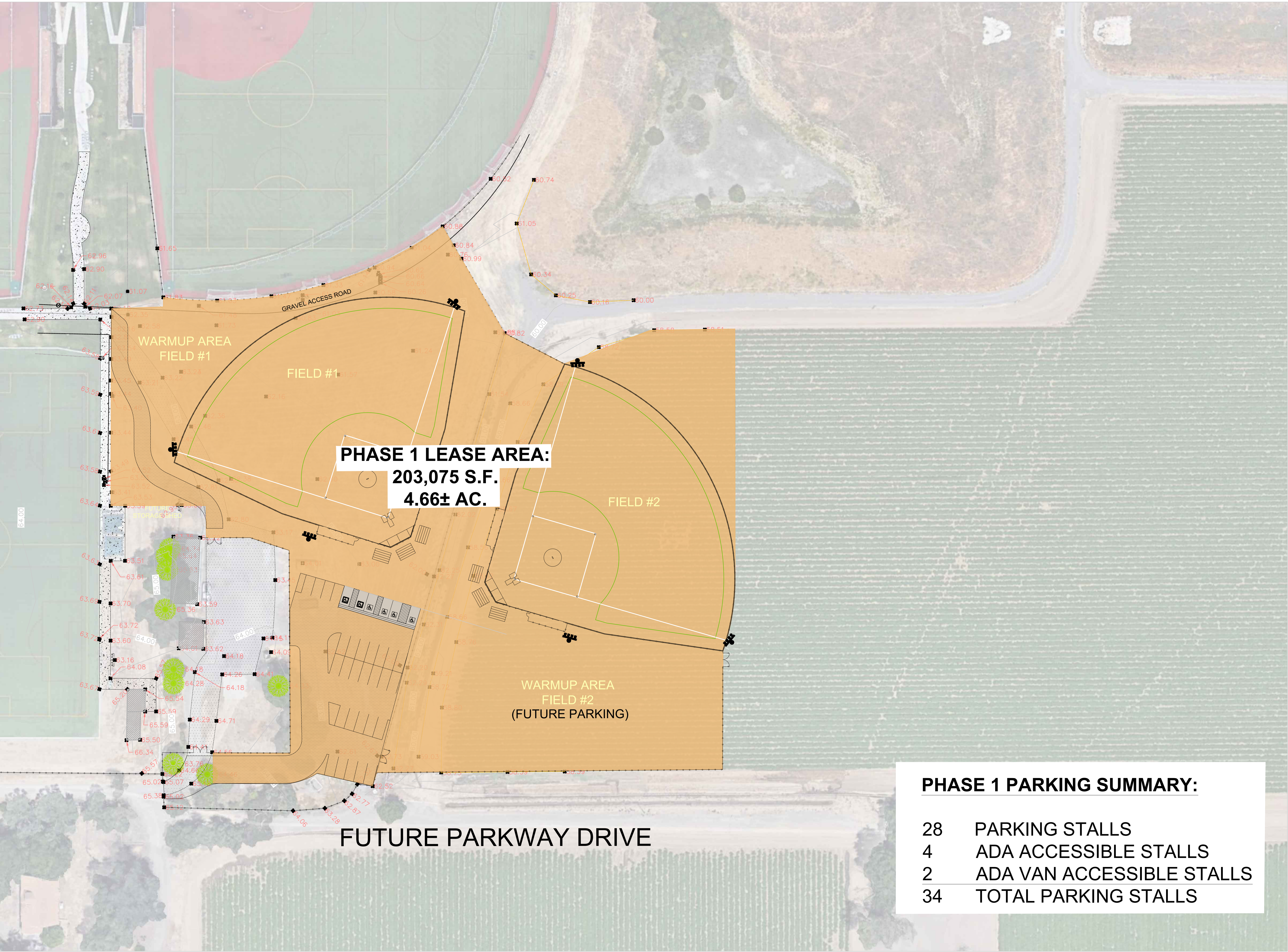
Rich Lansburgh, Mayor

Attest:

Approved as to form:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney



PHASE 1 LEASE AREA:
203,075 S.F.
4.66± AC.

WARMUP AREA
FIELD #2
(FUTURE PARKING)

PHASE 1 PARKING SUMMARY:

28	PARKING STALLS
4	ADA ACCESSIBLE STALLS
2	ADA VAN ACCESSIBLE STALLS
34	TOTAL PARKING STALLS



CLIENT

PROJECT TITLE
WOODLAND
COMMUNITY CENTER
SOFTBALL FIELDS

WOODLAND, CA.

SHEET TITLE

**OPTION 1
LAYOUT
EXHIBIT**

DELTA	REVISION	DATE

DRAWN/CHK BY: GS / WH
DATE: 9/3/19
JOB NO.: 1800.011

SHEET NUMBER



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: G.12
SUBJECT: CARES Act Subrecipient Agreement and COVID-19 Small Businesses Support Program

Recommendation for Action: Staff recommends that the City Council approve Resolution No. ____ (1) Authorizing the City Manager to sign the CARES Act Subrecipient Agreement with Yolo County for small business assistance, (2) Appropriate \$235,707 to the General Fund, and (3) Authorize the City Manager to establish a grant program to assist small business impacted by COVID-19 and distribute the \$235,707 to qualifying Woodland businesses under the program.

Staff Contact:

Ken Hiatt, City Manager (530) 661-5800, ken.hiatt@cityofwoodland.org

Fiscal Impact:

The allocation of \$235,707 is CARES Act funding from the County will be used to provide grants to small businesses impacted by the COVID-19 pandemic. The \$235,707 will be deposited into and requires an appropriation from the City's General Fund. All funds must be expended prior to December 30, 2020 and any unused funds returned to the County.

Background:

The COVID-19 public health emergency has created significant impacts on businesses within the community. Particularly impacted have been small businesses in the service sector that have been required to close and/or significantly curtail operations in order to comply with guidance from state and local health orders.

Yolo County allocated a portion of its Federal CARES Act funding toward small businesses assistance. A portion of the funds were distributed through a countywide Small Business Support Program administered by the County. A total of \$616,147.38 was disbursed through this program of which \$107,688.65 was awarded to (37) Woodland businesses. To ensure the remaining funds are expended prior to the end of the year, the County has offered each of the cities a proportionate allocation of the remaining funds through a subrecipient agreement.

Approval of this allocation is scheduled for consideration by the Board of Supervisors at its November 17th Board Meeting.

Discussion:

Under the terms of the subrecipient agreement, the County will award \$235,707 to the City to perform activities to assist local businesses within Woodland adapt to State and local health orders associated with COVID-19. These activities should prioritize assisting businesses with facility, equipment and other needs that allow adaptation to perform services normally provided indoors to an outdoor setting as a result of COVID-19 health orders. This emphasis is to allow for business continuity during the transition to winter months (November and December of 2020). Alternative business needs related to COVID-19 may also be addressed if authorized by the County in advance.

Attachment 3 to this staff report outlines the draft program guidelines that would satisfy the terms of the

agreement and target the funding toward small businesses within the community that have suffered impacts due to COVID-19 and/or are faced with incurring additional expenses needed to operate outdoors. It is hoped that all applications will be funded. However if qualifying grant amounts exceed funds available, prioritization will be given to businesses who have not received PPP loans, are located in one of Woodland's two federally designated disadvantaged community census tracts, and/or were not awarded grant funds from the County or other public program.

If approved, the application period will open up as early as Thursday, November 19th and close on or around November 30th in order to ensure sufficient time to review the applications and disburse the funds prior to the expenditure deadline stipulated in the subrecipient agreement. Staff will promote the Program actively through social media, the Chamber of Commerce, and other communication channels. Materials and application support will be provided in both Spanish and English.

Conclusion:

Staff recommends that the City Council approve Resolution No. ____ (1) Authorizing the City Manager to sign the CARES Act Subrecipient Agreement with Yolo County for small business assistance, (2) Appropriate \$235,707 to the General Fund, and (3) Authorize the City Manager to establish a grant program to assist small business impacted by COVID-19 and distribute the \$235,707 to qualifying Woodland businesses under the program.



Ken Hiatt
City Manager

Attachments:

1. Resolution
2. CARES Act Subrecipient Agreement
3. Support Small Business Program Guidelines

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WOODLAND AUTHORIZING THE CITY MANAGER TO SIGN THE
CARES ACT SUBRECIPIENT AGREEMENT, APPROVING THE
APPROPRIATION OF CARES ACT FUNDS AND AUTHORIZING THE
CITY MANAGER TO ESTABLISH A SMALL BUSINESS ASSISTANCE
GRANT PROGRAM**

WHEREAS, the COVID-19 pandemic has created a substantial economic impact on the state and local economy; and

WHEREAS, small businesses have been especially affected and do not have access to federal funds for assistance; and

WHEREAS, the State of California awarded CARES Act funds to Yolo County; and

WHEREAS, Yolo County wishes to allocate \$235,707 of its CARES Act award to the City of Woodland for use in a small business support program; and

WHEREAS, the City will establish a small business assistance program to distribute the funds to eligible, qualifying businesses; and

WHEREAS, the terms of the allocation of CARES Act funds are outlined in the sub recipient agreement; and

WHEREAS, use of the CARES Act funding for the assistance program requires an additional appropriation.

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

Section 1: Authorizes the City Manager to sign the CARES Act Subrecipient Agreement with Yolo County for small business assistance; and

Section 2: Approves an appropriation of \$235,707 to the General Fund (Fund 101); and

Section 3: Authorizes the City Manager to establish a small business assistance program and distribute the CARES Act funds to qualifying businesses under the program.

PASSED AND ADOPTED by the City Council this 17th day of November, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney

SUBAWARD INFORMATION

Subrecipient Legal Name:	City of Woodland, California		
Subaward Project Title:	CARES Business Assistance		
Subaward Project Period:	Start:	3/1/2020	End: 12/30/2020
Amount Funded:	\$235,707		
Federal Awarding Agency:	Department of the Treasury	Federal Award Number:	N/A
CFDA Number:	21.019	CFDA Title:	Coronavirus Relief Fund

Attachments: Attachment 1 – Subaward Terms and Conditions

Attachment 2 – General Terms and Conditions

Attachment 3A – County Contacts

Attachment 3B – Subrecipient Contacts

Attachment 4 – Reporting Requirements

Attachment 5 – Statement of Work

Attachment 6 – Budget Information

Attachment 7 – Insurance Requirements

The County of Yolo hereby awards a Subaward, as described above, to Subrecipient. In its performance of Subaward work, Subrecipient shall be an independent entity and not an employee or agent of the County.

SUBRECIPIENT

Signature of Authorized Official:		Date Signed:	
Authorized Official Name:	Ken Hiatt		
Authorized Official Title:	City Manager		

COUNTY OF YOLO

Signature of Authorized Official:		Date Signed:	
Authorized Official Name:	Patrick Blacklock		
Authorized Official Title:	County Administrator		

Signature of County Counsel:		Date Signed:	
Name:	Eric May, Senior Deputy County Counsel		

ATTACHMENT 1 – SUBAWARD TERMS AND CONDITIONS

1. Payment provisions:

Upon receipt of an invoice by the Subrecipient, the County shall advance the full amount of the grant for use by the City for allowable costs. All invoices shall be submitted using Subrecipient's standard invoice, but at a minimum shall include current and cumulative costs (including cost sharing), Subaward number, and certification, as required in 2 CFR 200.415(a). Invoices that do not reference County's Subaward number shall be returned to Subrecipient. Invoices and questions concerning invoice receipt or payments shall be directed to the County's financial contact, as shown in Attachment 3A ("Financial Contact").

A final statement of cumulative costs incurred, including cost sharing, marked "FINAL," must be submitted to County's Financial Contact NOT LATER THAN 30 days after the Project Period end date. The final statement of costs shall constitute Subrecipient's final financial report. Any unspent proceeds associated with the Subaward as of December 30, 2020 shall be returned to the County no later than January 15, 2021.

All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subrecipient.

2. Amendments and Other Changes

Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this Subaward, and any changes requiring prior approval, should be directed to the other party's administrative contact, as shown in Attachments 3A and 3B ("Administrative Contact"). Any such changes made to this Subaward require the written approval of each party's authorized official, as shown in Attachment 3 ("Authorized Official").

The County may issue non-substantive changes to the Project Period and budget unilaterally. Unilateral modifications shall be considered valid 14 days after receipt unless otherwise indicated by Subrecipient when sent to Subrecipient's Authorized Official.

3. Negligence

Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or directors, to the extent allowed by law.

4. Termination

Either party may terminate this Subaward with 30 days written notice to the appropriate party's Authorized Official. County shall pay Subrecipient for termination costs as allowable under Uniform Guidance, 2 CFR Part 200, or 45 CFR Part 74 Appendix IX, as applicable.

5. Certification

By signing this Subaward, including the attachments hereto which are hereby incorporated by reference, Subrecipient certifies that it will perform the Statement of Work in accordance with the terms and conditions of this Subaward and the applicable terms of the Federal Award, including the appropriate Terms and Conditions of the Federal Awarding Agency, as referenced in Attachment 1. The parties further agree that they intend this Subaward to comply with all applicable laws,

regulations and requirements, and specifically that the Subrecipient will further comply with all applicable requirements of State and local health orders related to the COVID-19 pandemic in all of its operations.

6. Certification Regarding Lobbying (2 CFR § 200.450)

By signing this Subaward, the Subrecipient Authorized Official certifies, to the best of his/her knowledge and belief, that no Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement in accordance with 2 CFR § 200.450.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or intending to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," to the County.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

7. Debarment, Suspension, and Other Responsibility Matters (2 CFR § 200.213 and 2 CFR § 180)

By signing this Subaward, the Subrecipient Authorized Official certifies, to the best of his/her knowledge and belief that neither the Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency, in accordance with 2 CFR § 200.213 and 2 CFR § 180.

8. Audit and Access to Records

Per 2 CFR sections 200.501- 200.521, Subrecipient certifies that it will provide notice of any adverse findings which impact this Subaward and will provide access to records as required by 2 CFR sections 200.336, 200.337, and 200.201 as applicable. If Subrecipient is not subject to the Single Audit Act, then Subrecipient will provide notice of the completion of any required audits and provide access to such audits upon request.

9. Program for Enhancement of Contractor Employee Protections (41 U.S.C 4712)

Subrecipient is hereby notified that they are required to: inform their employees working on any federal award that they are subject to the whistleblower rights and remedies of the pilot program; inform their employees in writing of employee whistleblower protections under 41 U.S.C §4712 in the predominant native language of the workforce; and include such requirements in any agreement made with a subcontractor or subgrantee.

10. Use of Name

Neither party shall use the other party's name, trademarks, or other logos in any publicity, advertising, or news release without the prior written approval of an authorized representative of that party. The parties agree that each party may use factual information regarding the existence

and purpose of the relationship that is the subject of this Subaward for legitimate business purposes, to satisfy any reporting and funding obligations, or as required by applicable law or regulation without written permission from the other party. In any such statement, the relationship of the parties shall be accurately and appropriately described.

11. Flow Down to Subrecipients

The Subrecipient shall require that the language of the certifications above in this Attachment 1 and in Attachment 2 be included in the award documents for all Subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

12. Additional Terms and Conditions Incorporated by Reference

By signing this Subaward, Subrecipient agrees to the following:

- A. The conditions on activities and restrictions on expenditure of federal funds in appropriations acts that are applicable to this Subaward to the extent those restrictions are pertinent. This includes any recent legislation noted on the Federal Awarding Agency's website:
- B. 2 Code of Federal Regulations Part 200 available at www.ecfr.gov.
- C. The Federal Awarding Agency's grants policy guidance, including addenda in effect as of the beginning date of the period of performance or as amended found at:
<https://home.treasury.gov/policy-issues/cares/state-and-local-governments>

13. Insurance

Subrecipient, at their sole cost and expense, shall obtain and maintain throughout the entire term of this Subaward, the insurance set forth in Attachment 7 attached hereto.

Subrecipient shall not commence services until Subrecipient submitted all the insurance required and such insurance has been approved by the County. All insurance shall be sent to the County's Procurement Division at procurement@yolocounty.org for review and approval.

ATTACHMENT 2 – GENERAL TERMS AND CONDITIONS

1. Indemnification

To the fullest extent allowed by law, Subrecipient shall defend, indemnify, and hold harmless the County, its officers, officials, employees and agents from any and all claims, demands, liability, damages, cost or expenses (including but not limited to attorney fees) in law or equity that may at any time arise or be asserted based in whole or in part upon any negligent or other wrongful act or omission of the Subrecipient, its officers, agents, or employees. Subrecipient responsibility for such defense and indemnity obligations shall survive the termination or completion of this Subaward for the full period of time allowed by law. The defense and indemnification obligations of this Subaward are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Subaward.

2. Compliance with applicable laws and regulations

Subrecipient shall comply with all applicable laws and regulations, including but not limited to any, which are promulgated to protect the public health, welfare and safety or prevent conflicts of interest. Subrecipient shall defend County and reimburse it for any fines, damages or costs (including attorney fees) that might be incurred or assessed based upon a claim or determination that Subrecipient has violated any applicable law or regulation.

3. Availability of funds

This Subaward is subject to the County, the State of California, and the United States appropriating and approving sufficient funds for the activities required of the Subrecipient pursuant to this Subaward. If the County's adopted budget and/or its receipts from California and the United States do not contain sufficient funds for this Subaward, the County may terminate this Subaward by giving ten (10) days advance written notice thereof to the Subrecipient, in which even the County shall have no obligation to pay the Subrecipient any further funds or provide other consideration and the Subrecipient shall have no obligation to provide any further services under this Subaward.

4. Default

If Subrecipient fails to perform any part of this Subaward, the County may notify the Subrecipient's Administrative Contact of the default and Subrecipient shall remedy the default within 30 days after notification. If Subrecipient fails to do so, then, in addition to any other remedy that County may have, County may terminate this Subaward and withhold any or all payments otherwise owed to Subrecipient pursuant to this Subaward.

5. Licensure

Subrecipient certifies that they shall hold all applicable licenses and/or certifications required by Subrecipient's profession and maintain them throughout this Subaward, and that Subrecipient's performance shall meet the standards of licensure/certification.

6. Independent Contractor

Subrecipient understands that he/she is not an employee of the COUNTY and is not eligible for any employee benefits, including but not limited to unemployment, health/dental insurance, worker's compensation, vacation or sick leave.

7. Confidentiality

Subrecipient will hold in confidence all information disclosed to or obtained by Subrecipient which relates to activities under this Subaward and/or to the County plans or activities. All documents and information developed under this Subaward and all work products, reports, and related data and materials shall become the property of the County. Subrecipient shall deliver all of the foregoing to the County upon completion of the services hereunder, or upon earlier termination of this Subaward. In addition, Subrecipient shall retain all of its own records regarding this Subaward and the services provided hereunder for a period of not less than four (4) years from the end of the Subaward, and shall make them available to County for audit and discovery purposes.

8. Entire Subaward

This Subaward constitutes the entire agreement of the parties, and no other agreements or representations, oral or written, have been made or relied upon by either party regarding this subject matter. This Subaward may only be amended as specified in Attachment 1, Section 2, and any other purported amendment shall be of no force or effect. This Subaward, including all attachments, shall be subject to disclosure pursuant to the California Public Records Act.

9. Execution

This Subaward shall be deemed to be executed within the State of California and construed in accordance with and governed by laws of the State of California. Any action or proceeding arising out of this Subaward shall be filed and resolved in a California State court located in Woodland, California.

ATTACHMENT 3A – COUNTY CONTACTS

Legal Name:	County of Yolo		
Legal Address:	625 Court Street., Room 102 Woodland, CA 95695		
Website:	www.yolocounty.org		
County Contacts			
Grant Project Manager:	<u>Carolyn Jhajj, Senior Management Analyst</u>		
Email:	Carolyn.Jhajj@yolocounty.org	Telephone Number:	530-406-5775
Administrative Contact:	<u>Carolyn Jhajj, Senior Management Analyst</u>		
Email:	Carolyn.Jhajj@yolocounty.org	Telephone Number:	530-406-5775
COI Contact Email:	procurement@yolocounty.org		
Financial Contact:	<u>Tom Haynes, Assistant Chief Financial Officer</u>		
Email:	Tom.Haynes@yolocounty.org	Telephone Number:	530-666-8162
Email Invoices:	☒ Yes ☐ No	Invoice Email (if different):	
Authorized Official:	<u>Patrick Blacklock</u>		
Email:	Patrick.blacklock@yolocounty.org	Telephone Number:	530-666-8150
Administrative and Grant Project Manager Address:			
Name:	Carolyn Jhajj, Senior Management Analyst		
Address:	County Administrator's Office County of Yolo 625 Court Street, Room 202 Woodland, CA 95695		
Invoice Address:			
Name:	Tom Haynes, Assistant Chief Financial Officer		
Address:	Financial Services County of Yolo 625 Court Street, Room 102 Woodland, CA 95695		

ATTACHMENT 3B – SUBRECIPIENT CONTACTS

Entity's DUNS Name: City of Woodland, California	
EIN No.:	Institution Type: Local Government
	Currently registered in SAM.gov: ☒ Yes ☐ No
DUNS: 095878880	
Parent DUNS: N/A	<i>Subrecipient is performing Subaward activities in:</i>
Place of Performance Address:	Congressional District: 3 rd District, CA Zip Code+4: 95695-3413
City of Woodland 300 First Street Woodland, CA 95695	
Subrecipient Contacts	
Website: www.cityofwoodland.org	
Grant Project Manager:	Telephone Number:
Email:	
Administrative Contact:	Telephone Number:
Email:	
Financial Contact:	Telephone Number: 530-661-5849
Email: Kimberly McKinney, Finance Director Kimberly.mckinney@cityofwoodland.org	
<i>Invoice/Payment Email (if different from Financial Contact):</i>	
Authorized Official:	Telephone Number: 530-661-5800
Email: Ken Hiatt, City Manager Ken.hiatt@cityofwoodland.org	
Legal, Administrative, and Payment Address:	
Name:	City of Woodland
Address:	300 First Street Woodland, CA 95695

Comment [TH1]: City to provide

Comment [TH2]: Please provide

Comment [TH3]: Please provide

Comment [TH4]: Please provide if necessary

ATTACHMENT 4 - REPORTS

Subrecipient agrees to submit the following reports:

Technical

- ☒ Monthly technical/progress report will be submitted to the County's Grant Project Manager Contact within 30 days after the end of the month.

Progress reports shall contain detailed information on the activities that were funded with Subaward funds, the amount of funding expended on each activity, and the time period in which eligible expenditures were incurred.

- ☐ Quarterly technical/progress report will be submitted to the County's Grant Project Manager Contact within 30 days after the end of each project quarter.
- ☐ Annual technical/progress report will be submitted 30 days before the end of the budget period to the County's Grant Project Manager Contact. Such report shall also include a detailed budget for the next budget period, and if applicable updated support for key personnel
- ☒ A Final technical/progress report will be submitted to the County's Grant Project Manager Contact within 60 days after the end of the period of performance.
- ☐ Technical/progress report as may be required by the County's Grant Project Manager Contact in order for the County to satisfy its reporting obligations to the Federal Awarding Agency.

Other

- ☐ Property Inventory Report; frequency, type, and submission instructions listed here and only to be used when required by County Federal Award:

ATTACHMENT 5 – STATEMENT OF WORK

1. Subrecipient shall perform the deliverables, services, and tasks as specified in the statement of work
☒ Below; or ☐ Attached - _____ pages

The City will perform activities to assist local businesses within Yolo County adapt to State and local health orders associated with COVID-19. These activities should prioritize assisting businesses with facility, equipment and other needs that allow adaptation to perform services normally provided indoors to an outdoor setting as a result of COVID-19 health orders. This emphasis is to allow for business continuity during the transition to winter months (November and December of 2020). Alternative business needs related to COVID-19 may also be addressed so long as the City has consulted with the County Grant Project Manager in advance.

Expenses under this sub-award shall comply with the requirements of the Coronavirus Relief Fund (CRF), as set forth in the Guidance for State, Territorial, Local and Tribal Governments and associated Frequently Asked Questions issued by the United States Department of Treasury (collectively "Guidance"), incorporated herein, including the requirement that funds may only be used to cover costs incurred between March 1, 2020 and December 30, 2020. In addition, expenditure must be necessary to respond to the COVID-19 public health emergency and assistance to businesses or individuals should be related to the impacts that have been experienced as a result of COVID-19. Any funds that are not expended during the eligible period are required to be returned to the County. The City will retain responsibility for any disallowed costs that occur during any federal, state or external audit, or other legal proceedings.

ATTACHMENT 6 – BUDGET INFORMATION

☒ Below or ☐ Attached - _____ pages

The total amount allocated through this Subaward grant for the purposes listed in Attachment 5 (Scope of Work) is \$235,707. The City shall submit a detailed expenditure plan associated with the Subaward.

The indirect costs allowed as part of the grant are limited to 10% of the grant award unless prior written approval is obtained from the County of Yolo Financial contact and evidenced by an approved Indirect Cost Rate Plan (ICRP).

ATTACHMENT 7 – INSURANCE REQUIREMENTS

- A. During the term of this Subaward, Subrecipient shall at all times maintain, at its expense, the following coverages and requirements. The comprehensive general liability insurance shall include broad form property damage insurance.
1. Minimum Coverages (as applicable) - Insurance coverage shall be with limits not less than the following:
 - a. Comprehensive General Liability – \$1,000,000/occurrence and \$2,000,000/aggregate
 - b. Automobile Liability – \$1,000,000/occurrence (general) and \$500,000/occurrence (property) [include coverage for Hired and Non-owned vehicles.]
 - c. Professional Liability/Malpractice/Errors and Omissions – \$1,000,000/occurrence and \$2,000,000/aggregate (If any engineer, architect, attorney, accountant, medical professional, psychologist, or other licensed professional performs work under a contract, the Subrecipient must provide this insurance. If not, then this requirement automatically does not apply.)
 - d. Workers’ Compensation – Statutory Limits/Employers’ Liability - \$1,000,000/accident for bodily injury or disease (If no employees, this requirement automatically does not apply.)
 2. The County, its officers, agents, employees and volunteers shall be named as additional insured on all but the workers’ compensation and professional liability coverages. It shall be a requirement under this Subaward that any available insurance proceeds broader than or in excess of the specified minimum Insurance coverage requirements and/or limits shall be available to the Additional Insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this Subaward; or (2) the broader coverage and maximum limits of coverage of any Insurance policy or proceeds available to the named Insured; whichever is greater.
 - a. The Additional Insured coverage under the Subrecipient’s policy shall be “primary and non-contributory” and will not seek contribution from the County’s insurance or self insurance and shall be at least as broad as CG 20 01 04 13.
 - b. The limits of Insurance required in this Subaward may be satisfied by a combination of primary and umbrella or excess Insurance. Any umbrella or excess Insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non contributory basis for the benefit of the County of Yolo (if agreed to in a written contract or agreement) before the County’s own Insurance or self insurance shall be called upon to protect it as a named insured.
 3. Said policies shall remain in force through the life of this Subaward and, with the exception of professional liability coverage, shall be payable on a “per occurrence” basis unless the

County Risk Manager specifically consents in writing to a “claims made” basis. For all “claims made” coverage, in the event that the Subrecipient changes insurance carriers Subrecipient shall purchase “tail” coverage covering the term of this Subaward and not less than three years thereafter. Proof of such “tail” coverage shall be required at any time that the Subrecipient changes to a new carrier prior to receipt of any payments due.

4. The Subrecipient shall declare all aggregate limits on the coverage before commencing performance of this Subaward, and the County’s Risk Manager reserves the right to require higher aggregate limits to ensure that the coverage limits required for this Subaward as set forth above are available throughout the performance of this Subaward.
 5. Any deductibles or self-insured retentions must be declared to and are subject to the approval of the County Risk Manager. All self-insured retentions (SIR) must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied either by the named Insured or Yolo County.
 6. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the Director (ten (10) days for delinquent insurance premium payments).
 7. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise approved by the County Risk Manager.
 8. The policies shall cover all activities of Subrecipient, its officers, employees, agents and volunteers arising out of or in connection with this Subaward.
 9. For any claims relating to this Subaward, the Subrecipient's insurance coverage shall be primary, including as respects the County, its officers, agents, employees and volunteers. Any insurance maintained by the County shall apply in excess of, and not contribute with, insurance provided by Subrecipient's liability insurance policy.
 10. The insurer shall waive all rights of subrogation against the County, its officers, employees, agents and volunteers.
- B. Prior to commencing services pursuant to this Subaward, Subrecipient shall furnish the County with original endorsements reflecting coverage required by this Subaward. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received by, and are subject to the approval of, the County Risk Manager before work commences. Upon County’s request, Subrecipient shall provide complete, certified copies of all required insurance policies, including endorsements reflecting the coverage required by these specifications.

- C. During the term of this Subaward, Subrecipient shall furnish the County with original endorsements reflecting renewals, changes in insurance companies and any other documents reflecting the maintenance of the required coverage throughout the entire term of this Subaward. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. Upon County's request, Subrecipient shall provide complete, certified copies of all required insurance policies, including endorsements reflecting the coverage required by these specifications. Yolo County reserves the right to obtain a full certified copy of any Insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of right to exercise later.
- D. Subrecipient agrees to include with all Subcontractors in their subcontract the same requirements and provisions of this Subaward including the indemnity and Insurance requirements to the extent they apply to the scope of the Subcontractor's work. Subcontractors hired by Subrecipient agree to be bound to Subrecipient and the County of Yolo in the same manner and to the same extent as Subrecipient is bound to the County of Yolo under the Subaward Documents. Subcontractor further agrees to include these same provisions with any Sub-subcontractor. A copy of the Owner Contract Document Indemnity and Insurance provisions will be furnished to the Subcontractor upon request. The Subrecipient shall require all Subcontractors to provide a valid certificate of insurance and the required endorsements included in the agreement prior to commencement of any work and Subrecipient will provide proof of compliance to the County of Yolo.
- E. Subrecipient shall maintain insurance as required by this contract to the fullest amount allowed by law and shall maintain insurance for a minimum of five years following the completion of this project. In the event Subrecipient fails to obtain or maintain completed operations coverage as required by this Subaward, the County at its sole discretion may purchase the coverage required and the cost will be paid by Subrecipient.



SUPPORT SMALL BUSINESS ASSISTANCE PROGRAM

To support the backbone of our local economy, the City of Woodland will award CARES Act funding to qualifying small businesses and independent contractors through the **Support Small Business Assistance Program** (“the Program”).

The Program offers financial assistance to Woodland based:

- For-profit small businesses with a maximum of 20 full-time employees (FTE)
- Independent contractors

Funds are limited, and not every eligible business is guaranteed assistance. See “Selection Process” below for more information.

Grant Funding

Small businesses may apply for \$500 per FTE up to a maximum of \$10,000 to assist with general business expenses such as payroll support and sanitation.

Small businesses applying for funds to assist with facility, equipment, and winterization needs may apply for up to \$10,000 regardless of their FTE.

Independent contractors may apply for up to \$500 apiece.

A total of roughly \$235,000 is available for allocation. The City hopes to support all qualifying applicants, but funds may be subject to award by criteria depending on the amount of applications (see “Selection Process”).

Overview

The following topics are covered in this document:

- Eligible applicants
- Eligible uses of funds
- Application timeline
- Required application materials
- Selection
- Technical notes and definitions

Eligibility

Eligible Applicants

Applicants must be either:

- A for-profit small business that operates in the City of Woodland with at least one full-time employee (can include the owner) and no more than 20 full-time employees as of March 1, 2020, or
- An independent contractor that is based in and operates primarily in the City of Woodland

Applicants' total calendar year 2019 revenue must be less than \$2 million

Applicants' average monthly gross revenue since March 1, 2020 must be lower than their average revenue in January and February 2020

The following businesses are ineligible for this program:

- Businesses that have received *already forgiven* Paycheck Protection Program loans
- National franchises and fast-food chains, unless locally owned
- Lending and investment institutions, including real estate
- Insurance companies
- Gas stations
- Non-profit entities

Eligible Uses

Program funds may be used for:

- Maintaining payroll / employment
- Personal protective equipment (PPE), cleaning, or sanitation
- Rent or mortgage needs realized during the pandemic
 - This excludes property tax payments
- Physical improvements, such as weatherization of outdoor operations necessary to serve clients, including:
 - Weather coverings
 - Heaters
 - Outdoor furniture
 - Waterproof supplies
 - Lighting
 - Signage and other aesthetic enhancements
- City utility payments
- Other
- Note: Eligible uses can be *either future expenses or reimbursements*, as long as COVID-related and the City receives copy of payment receipts by December 11, 2020

Application Process

Application Timeline

Eligible small businesses can submit completed applications beginning Thursday, November 19 at 8:00 AM and ending Monday, November 30 at 5:00 PM.

The City will issue notice of award of funds on or before Friday, December 4, 2020 depending on the number of applications received.

Required Application Materials

- W-9 form
- City of Woodland business license
- Payroll / employment records as of January 1, 2020
- Revenue records
- Evidence of financial need depending on situation, including:
 - Communications or documents related to rent or mortgage payments (if applicable)
 - Receipts for COVID-related expenditures, such as PPE (if applicable)
 - Quotes for future COVID-related expenditures, such as outdoor improvements and winterization (if applicable)

Selection Process

The City hopes to fund all qualifying applicants, but priority will be given to:

- Businesses that have not yet been granted PPP loans
- Businesses in federally designated targeted areas: Qualified Census Tracts (QCT) 108.00 and 111.02
- Businesses that were not awarded grants from the previous Yolo County Small Business Support Program or other public programs

City staff will make all final decisions on program eligibility and any related interpretations necessary to make a decision.

Technical Notes

Applicants must verify the business has experienced hardship due to COVID-19 (see “Required Application Materials”).

Full-time employees (FTE) are defined as an employee who works at least an average of 30 hours per week.

Part-time employees can be considered an FTE employee for the purposes of this program (for example, two part-time employees that regularly work 15 hours per week can be identified as one FTE in the program application).

A business is defined as a sole proprietorship, a partnership, a corporation, a limited liability company, or other lawful business entities engaged in for-profit operations.

Applicants must operate out of a physical location within the boundaries of the City of Woodland, including home-based businesses.

For businesses with multiple locations, only figures for the Woodland location(s) may be used to qualify for this program, and all funds received must be used to support Woodland business operations only.

Multiple locations within Woodland operating under a single business entity will be considered one business for purposes of the Program.

If not currently operating due to COVID-19, the business must have plans to reopen once permitted to do so.

Applicant must have an active City of Woodland Business License and must be in good standing with the City and Yolo County in accordance with the following:

- Complies with all applicable zoning, permit, and municipal or County code requirements.
- Not currently involved in litigation with the City or the County.
- Not subject to any liens or judgments by a city or the County related to the business.
- Applicants must be in compliance with all City, County, State, and Federal laws and regulations related to the operation of the business.

If an awardee has an outstanding City utility bill and elects to spend grant funding on other eligible expenditures, the City will require a minimum of 25% of the grant award go towards City utility payments and that the business enroll in a utility payment plan.

Applicants who are involved or have been involved in any of the following legal or financial issues are not eligible:

- Applicant has been convicted of a criminal offense relating to the business.
- Applicant or the business is presently involved in bankruptcy or insolvency proceedings relating to the business.
- Applicant or the business is delinquent on any federal taxes, direct or guaranteed federal loans, federal contracts or federal grants relating to the business.
- Applicant or the business is currently suspended or debarred from contracting with the federal government for receiving federal grants or loans.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 17, 2020
ITEM #: G.13
SUBJECT: Woodland Research and Technology Park Draft Specific Plan

Recommendation for Action: Staff recommends that the City Council receive a presentation on the Public Review Draft of the Woodland Research and Technology Park Specific Plan and an outline of the public review process over the coming 4-6 months including planned community and stakeholder engagement approach.

Staff Contact:

Erika Bumgardner, Business Development Liaison, (530) 661-5886, erika.bumgardner@cityofwoodland.org

Fiscal Impact:

As directed by City Council, the City has entered into an Agreement for Advance of Funds with the project applicant to process the Woodland Research and Technology Park Specific Plan. The advanced funding agreement outlines a payment plan to cover, in advance, all costs associated with processing the Specific Plan. There are no General Fund impacts associated with processing the Specific Plan application.

As part of the project evaluation, a fiscal impact analysis is being prepared to identify the net fiscal impact of the project on the city. The project entitlements will include a Development Agreement between the city and project proponents which will, among other items, include terms necessary to address any fiscal deficits resulting from the project.

Report in Brief:

The November 17, 2020, Woodland City Council meeting will officially launch the public review process for the Woodland Research and Technology Park Specific Plan project with the availability of the Public Review Draft document now online (www.CityofWoodland.org/ResearchPark) and in hard copy at City Hall, at the City Library and at the Community and Senior Center. Over the coming months, city staff and the applicant team will hold a series of public meetings with community members and stakeholders to formally present the plan (and Draft Environmental Impact Report to follow), respond to questions and collect important feedback that will be considered in the preparation of the final Specific Plan, prior to adoption. At the November 17 meeting, it is not anticipated that the City Council will provide formal comments on the draft document, but rather receive the project update and provide input regarding the community outreach approach. As such, this staff report outlines the community engagement process and anticipated timeline, provides a high level overview of the proposal including the Woodland Research and Technology Park guiding principles, the Specific Plan document framework, and a summary of key documents to follow the release of the Draft Specific Plan.

Background:

On March 6, 2017, the City received Planning Application PLNG17--00017 for the Woodland Research and Technology Park Specific Plan ("Specific Plan"). The Specific Plan area ("Plan Area") is comprised of all or portions of six (6) individual parcels of land encompassing 351 acres and is located adjacent to the Spring Lake Specific Plan neighborhood to the north and east, County Road 25A and the Urban Limit Line to the south, and

is bound by State Route (SR 113) to the west, as shown in Exhibit 1, below. The applicant team consists of five property owners, representing all six parcels of land located within the Plan Area.

As described in the 2017 planning application, *"The Specific Plan is proposed as a new type of employment center that also includes a range of housing options, a commercial mixed-use town center focused around a central green and connected by a multi-modal street network and trail system. Although the City anticipates that agricultural-related research will be a major focus of the Specific Plan, the plan will also support an environment of innovation in flexible formats for a wide variety of businesses in medical and veterinary, bio-tech, engineering, and other fields."*

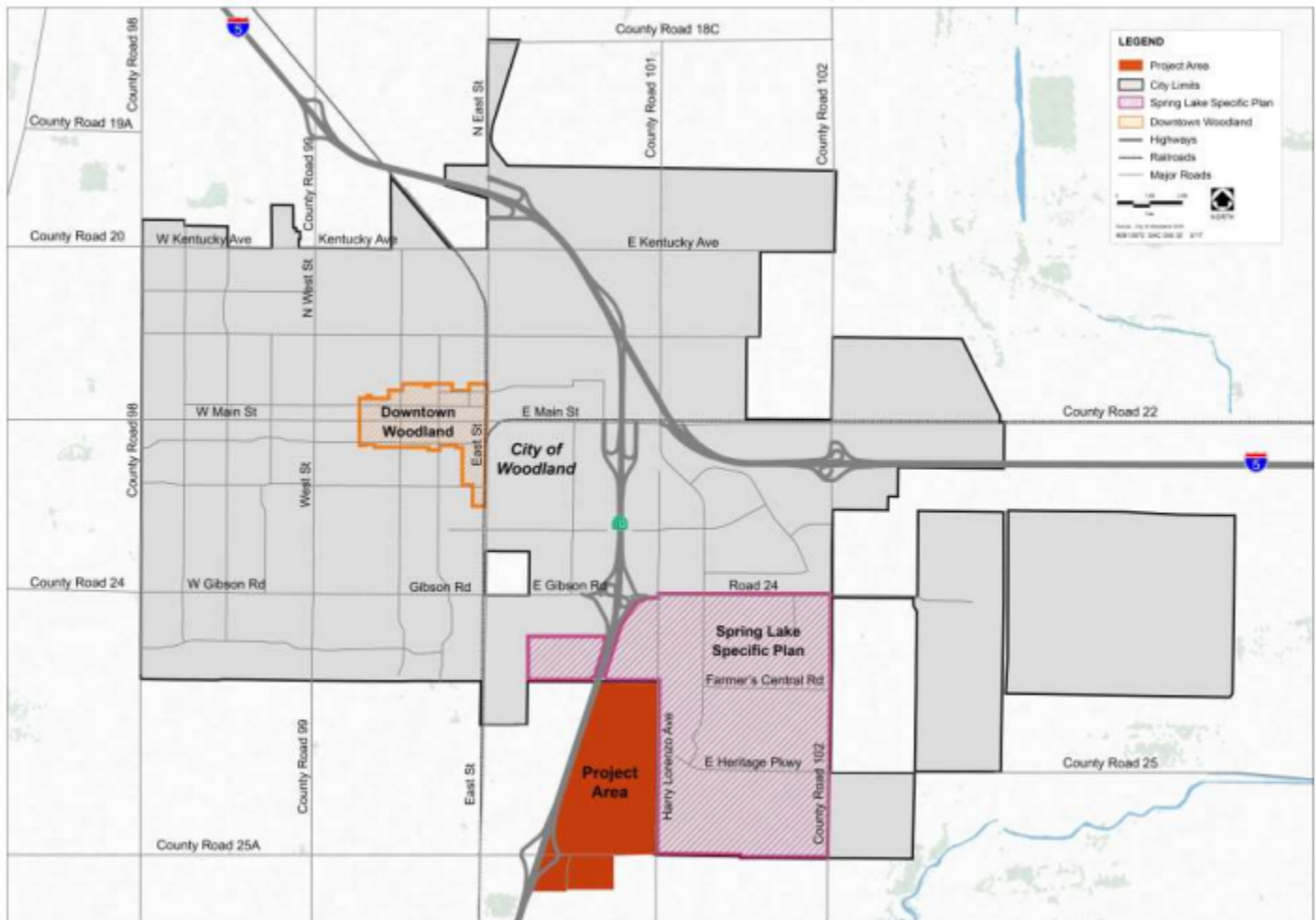


EXHIBIT 1 - Specific Plan Area Vicinity

On June 7, 2017, the City Council voted unanimously to authorize the preparation of the Specific Plan based on a finding of consistency with the vision and policies of the City of Woodland 2035 General Plan for the southern “new growth” area (SP1A). Specifically, the General Plan envisioned development of SP1A as a *"mixed-use neighborhood anchored by a research and technology business park in the ‘Southern Gateway’...The highest intensity of development will occur within the business park area, providing a prime opportunity for job creation within Woodland."*

Since City Council’s authorization to proceed, the applicant team has worked in partnership with the City to prepare the necessary entitlement package to bring the Specific Plan forward for consideration and adoption. Prior to implementation of a Specific Plan, various entitlements are required and entail approval action by the

City Council as the lead agency and/or other responsible agencies such as the Yolo Local Agency Formation Commission (LAFCo). The following entitlements (typical of specific plans generally) will apply to the proposed Woodland Research and Technology Park ("WRTP") project:

- 1. Certification of the Environmental Impact Report (EIR) and Mitigation Monitoring Plan** - City Council will take action to approve and certify the project EIR and Mitigation Monitoring Program for the Specific Plan.
- 2. Specific Plan Approval and General Plan Amendment** - City Council will take action to approve the Specific Plan and amend the General Plan to create a new City of Woodland land use designation of Woodland Research and Technology Park Specific Plan and amend the Woodland City Limit boundary.
- 3. Prezoning** - City Council will take action to approve the “pre-zoning” of the land within the specific plan boundary based on the approved land plan in preparation of subsequent annexation of the project site into the Woodland City Limit.
- 4. Financing Plan and Development Agreement** - City Council will approve a project Financing Plan and Development Agreement for the WRTP to provide certainty and mutual assurances to the City and the project applicant regarding plan implementation and build-out.
- 5. Annexation** - City Council will authorize and direct staff to pursue annexation of the project area into the city limit, which will go before LAFCo for review and approval.

The Draft Specific Plan is recently completed and now available for public review (see Attachment 1). AECOM, the City's environmental consultant for the project, is currently finalizing the Draft Environmental Impact Report (DEIR). The Environmental Impact Report presents an analysis of the environmental impacts of adoption and implement of the Specific Plan. It is anticipated that the DEIR will be released for public review in December. (Please see the Discussion section below for a detailed outline of the public outreach and entitlement review process.)

Since June 2017, the City has also completed several efforts that bear a direct relationship with the adoption and implementation of the Specific Plan including finalizing a tax sharing agreement with the County; working with Yolo LAFCo to ratify the 2018 Municipal Service Review and Sphere of Influence update; the preparation and adoption of an Agricultural Land Mitigation Ordinance; adoption of the Yolo Habitat Conservation Plan and Natural Community Conservation Plan (HCP/NCCP) and an update of the City's Affordable Housing Ordinance. These provisions provide a foundation for implementation of the Specific Plan. As outlined in Chapter 6 of the draft document, the Specific Plan will comply with the City's Affordable Housing and Agricultural Land Mitigation Ordinances and will incorporate specific environmental protection and mitigation measures consistent with the Yolo HCP/NCCP.

Discussion:

WOODLAND RESEARCH AND TECHNOLOGY PARK GUIDING PRINCIPLES

In May 2017, the City of Woodland adopted a comprehensive update to its General Plan, setting the stage for future growth and development within its Urban Limit Line (ULL) through the year 2035. A key focus of the General Plan is economic development and job growth. The Plan Area is specifically envisioned within the General Plan as a natural extension of the city, ideally located and positioned for jobs and housing

development. General Plan Policy 2.L.2 provides further guidance for the Plan Area:

General Plan Policy 2.L.2 - "Promote development of SPIA as a mixed-use residential district anchored by a research and technology business park in the Southern Gateway area at CR 25A and SR 113. Concentrate the highest intensity of development within and in close proximity to the business park area, with lower density, largely residential uses to the north. Encourage sustainable development through the use of renewable energy sources and water conservation tools with the goal of striving to achieve zero net energy at the building and neighborhood level to the extent feasible."

Based on this General Plan guidance, the following WRTP Guiding Principles, outlined in Chapter 1 of the Specific Plan, provide the overarching vision and desired outcome for development within the Plan Area:

1. Innovation

The Plan Area will develop as a state-of-the-art innovation center campus for technology, research and development, and office uses. Flexibility in design and implementation is supported, allowing businesses to respond to market demand through phasing of construction and the ability to offer a variety of building types and sizes. Complementary uses within immediate proximity to the business park, including hotel, commercial, employee-serving retail and recreational opportunities will support day-to-day needs of businesses, their clients and their employees.

2. Technology Capture/Talent Retention

Collaboration with UC Davis, Woodland Community College and others will bolster start-up businesses and growing mid-to-large size companies through technology transfer and IP sourcing. The Plan will accommodate advanced technology-related jobs and training that allow a greater number of Woodland residents and college graduates from the Woodland Community College and throughout the region to live and work in the community, generating an infusion of intellectual capital.

3. Business Partnerships

Companies locating in the Tech Campus will have the opportunity to take positive advantage of the existing and thriving seed, food, and agricultural-based industries currently located and doing business in and around Woodland. Access to additional resources and new markets, new ideas, materials and expertise will grow through strategic partnerships with new and existing businesses in Woodland.

4. Sustainable and Resilient

The Plan Area will lead in energy efficiency and sustainable design. Development within the Plan Area will incorporate cutting edge green building practices. Land use strategies and transportation demand management will reduce vehicle miles traveled and facilitate the use of alternative fuel vehicles. The city's urban forest canopy will be increased and projects will incorporate naturalized stormwater management. These and other measures will contribute to meeting City goals for greenhouse gas reduction by 2035 contained in its 2035 Climate Action Plan.

5. Gathering Place

A successful Village Center and featured 11-acre linear park will provide a mix of social gathering spaces for employees, residents, and visitors to connect, recreate, and relax. These informal

networking opportunities will foster greater innovation and engagement among the workforce and allow for the balanced integration of work and life that the next generation of professionals seek.

6. Connectivity/Mobility

A combination of well-designed complete streets, protected bicycle lanes, and pedestrian / bicycle greenways will prioritize the pedestrian experience throughout the Plan Area. Well-connected parks, open spaces and greenbelts will encourage residents and employees to walk, bike, or scooter rather than drive to work, home and play. Existing bike trails and greenbelts will extend from and connect to the adjacent community including nearby schools, community center and shopping center. A shared mobility hub will serve as a point of connection for those arriving and departing the Tech Campus by various forms of alternative transportation – including micro transit stops and fixed bus routes with frequent service to Downtown Woodland and UC Davis. Amenities to support last mile active transportation alternatives are featured, including bike and scooter share services.

7. Healthy Community

Connected streets with bicycle and pedestrian facilities, trails, accessible parks and open spaces with passive and programmed recreation will facilitate and encourage active, healthy living. Access to healthy foods through community gardens, a farmer's market and/or fresh produce market in the Village Center will be promoted. A mix of social gathering places will enable employees and residents to come together for fun and relaxation, boosting emotional wellness.

8. New Neighborhoods/Seamless Transitions

Diverse, high quality and attractive new neighborhoods and housing options, including single and multi-family residential units and mixed-used projects will allow Tech Park employees to live and work close by and “move up” within the same neighborhood as families grow or nests are emptied. Land use and circulation planning, coupled with design and development standards will ensure a thoughtful transition between the Plan Area and the adjacent Spring Lake neighborhood, complementing the established community.

Implementation Policies derived from these Guiding Principles can be found in Chapter 2 of the Specific Plan. Specific Plan Policies speak to Land Use, Design, Suitability, Open Space, Streetscape and Mobility, and Economic Development, with several policies closely mirroring those adopted as part of the 2035 General Plan. Consistent with the 2035 General Plan growth assumption for this area (SP1A), the 350 acre Plan Area will accommodate 2.2 million square feet of office, commercial and research/technology space, approximately 1,600 residential housing units and 21 acres of parks and open space, network trails and greenbelts at build out. Approximately 5,000 jobs are anticipated at build-out.

SPECIFIC PLAN FRAMEWORK

The Woodland Research and Technology Park Specific Plan, is comprised of seven chapters that work together to guide orderly development of the Plan Area in line with the above listed Guiding Principles, as well as the design and technical guidance to achieve this vision, and the implementation and administrative steps to carry out the project. The Specific Plan document itself is organized as follows:

Chapter 1 - Introduction and Vision: identifies the vision and organizing principles that guide the physical

form and development patterns of the Plan Area. In addition to the Guiding Principles listed above, Chapter 1 describes the project's regional context, the many strengths of the Woodland community and its agricultural heritage that make Woodland a natural fit for an innovation campus focused around food, health and life science.

Chapter 2 - Land Use Framework: presents the Specific Plan guiding policies, depicts the overall land use plan and districts that constitute the Plan Area. Chapter 2 describes the three core districts that make up the 350 acre Plan Area, including the Technology Park District, The Village Center District and the residential Villages District and how each of these districts come together to provide a complete and unique "Work, Live, Play" community. The Land Use Plan, also provided in Chapter 2, lays out the land use zones within the three core Districts. The thoughtful layout of zones/uses within the 350 acre Plan Area provides a seamless transition from the Spring Lake neighborhood located immediately east and north of the Plan Area, through to the Technology Park District located adjacent to SR 113 on the west. See Exhibit 2, below, Chapter 2, Section 2.3.1, *Introduction of the Land Use Zones*, and Chapter 3, Section 3.2.4, *Description of Zoning Categories*, for further description of the Land Plan and zoning designations.

Chapter 3 - Land Use Regulations, Development Standards and Design Guidelines: defines the permitted uses, development standards, regulations and provides design recommendations and guidance for individual projects. Chapter 3 lays out the specific entitlement and design requirements for both commercial and residential development with emphasis on high quality design, pedestrian interaction/interface and appropriate transitions between the various zones and land use within the Plan Area.

Chapter 4 - Mobility and Circulation: describes the network to accommodate the movement of vehicles, pedestrians and bicyclists. A foundational element of the Plan Area, Chapter 4 outlines a circulation program that prioritizes pedestrian, bicycle and other alternative/active transportation modes to encourage fewer automobile dependent trips to work, home and to recreational activities. The project's planned mobility hub, The Union, is described in Chapter 4. At project build out, The Union will serve as *"the nucleus of the alternative transportation system providing integrated access to intra-city as well as inter-city transit service. The Plan Area's seamless network of roads, bike paths, and sidewalks combined with a variety of transportation services will offer multiple choices to support "last mile" connectivity. Located at the Village Center, The Union will be designed to accommodate a range of potential alternative transportation choices..."* See Chapter 4, Section 4.2.2, *Shared Mobility Hub*, for additional facility details.

Chapter 5 - Public Utilities and Services: describes plan-wide utilities of water, wastewater, storm drainage, electric, natural gas, communications and the public services of parks, schools, law enforcement, fire and solid waste. Chapter 5 identifies the backbone infrastructure necessary to serve the Plan Area. Utility infrastructure will be constructed to ensure compliance with all applicable service and improvement standards, and state and federal laws and regulations.

Chapter 6 - Implementation: describes implementation procedures and strategies for financing and maintenance of public facilities and services. California Government Code Section 65451 requires that Specific Plans include programs of implementation strategies related to regulatory changes, programs, financing strategies and public works projects needed to carry out the proposed land use, infrastructure and development standards outlined in the Specific Plan. Chapter 6 provides a summary of the methods by which the Specific Plan will be implemented and provides discussion on the sequencing and financing programs that demonstrate compliance with General Plan policies and the vision, goals and policies of the Specific Plan.

Chapter 7 - Administration: outlines the Specific Plan process and its relationship to the subsequent

entitlement processes, describes the administrative procedures to implement and amend, interpret and enforce the Specific Plan.

LEGEND

LDR	LOW DENSITY RESIDENTIAL
VCLDR	VILLAGE CENTER LOW DENSITY RESIDENTIAL
MDR	MEDIUM DENSITY RESIDENTIAL
VCMDR	VILLAGE CENTER MEDIUM DENSITY RESIDENTIAL
HDR	HIGH DENSITY RESIDENTIAL
HDR/CCO	HIGH DENSITY RESIDENTIAL WITH COMMUNITY COMMERCIAL OVERLAY
VCMU	VILLAGE CENTER MIXED USE
RTP	RESEARCH & TECHNOLOGY PARK
RTP/TO	RESEARCH & TECHNOLOGY PARK WITH TRANSITIONAL OVERLAY
RTP/CCO	RESEARCH & TECHNOLOGY PARK WITH COMMUNITY COMMERCIAL OVERLAY
RTP/RFO	RESEARCH & TECHNOLOGY PARK WITH RESEARCH FLEX OVERLAY
HC	HIGHWAY COMMERCIAL
OS	GREENBELTS, OPEN SPACE, PROMENADES
VCOS	VILLAGE CENTER OPEN SPACE



EXHIBIT 2 - Land Use Plan

As noted in the Draft Specific Plan (Chapter 6, Section 6.2.3, *Subsequent Implementation*

Documents/Analysis), additional documents will be prepared following adoption of the Specific Plan:

Conceptual Plan for the 11-acre linear park, The Yard, to guide phased park improvements, and ensure pedestrian and bike paths internal to the park connect to the external network trail and greenbelt system.

Comprehensive planting and street tree palette shall be developed for each District to guide both private and public landscaping improvements. Street Furnishings, Street Lighting Palettes and Gateway monuments (25A/Road B and Road B/Marston) shall be included as part of this effort.

Comprehensive Transportation Demand Management strategy, in conjunction with key stakeholders, and identifying check in points to demonstrate efficacy.

Coordination with the Yolo County Transportation District and UC Davis with policies of the Specific Plan to insure timely provision of transit service and appropriate funding mechanisms in place.

Mobility Hub Master Plan, identifying the dedication of necessary Right of Way with the first tentative map in the location of the planned facility (Road B at the Village Center).

Climate Action Plan Checklist, modified as necessary to achieve Greenhouse Gas Reduction targets.

The provision of these subsequent documents will be outlined in the project Development Agreement including the process by which the documents will be evaluated and approved.

TECHNICAL ANALYSIS TO FOLLOW RELEASE OF THE DRAFT SPECIFIC PLAN

With the release of the Draft Specific Plan, additional project analysis will be completed and made available for public review including the following:

- 1. Draft Environmental Impact Report (DEIR)** - informed by technical studies and existing conditions evaluation, the DEIR examines the environmental impacts of the proposed plan and identifies potential changes in the environment that would result from implementation of the plan. Where potential environmental impacts are anticipated, the DEIR identifies mitigation strategies to eliminate or reduce impacts.
- 2. Fiscal Impact Analysis** - estimates the public costs and revenues that result from plan implementation.
- 3. Financing Plan** - details the costs for construction and operation of backbone infrastructure, public facilities, and operational costs necessary for development anticipated under the Specific Plan. New development within the Plan Area shall be fiscally and financially neutral both in terms of capital costs (financing of infrastructure) and ongoing costs (generation of sufficient general fund revenue to support ongoing maintenance and operational costs) to the greatest extent feasible.
- 4. Development Agreement** - a tool that in concert with the Specific Plan development policies and standards, the EIR Mitigation and Monitoring Program, and the goals/objectives of the General Plan, sets the standards and conditions that will govern the development of the plan.

Formal presentation of these documents will be consistent with the public review and project entitlement timelines described below.

COMMUNITY OUTREACH AND PLAN APPROVAL PROCESS 2020-2021

Over the coming months, the project applicant team and city staff will meet with the community and local stakeholder groups to reintroduce the project and review the content make up of the Specific Plan. A detailed outline of the review process is provided below, Exhibit 3, and as Attachment 2 to this report). Key components of each of the Specific Plan chapters listed above will be presented and an opportunity for questions and community/stakeholder feedback will be provided.

As a result of Covid-19 and social distancing requirements, it is anticipated that a majority of these meetings will be held online via Zoom or similar platforms. As noted previously, the Draft Specific Plan is now available online and hard copies are available at City Hall, at the City Library and at the Community and Senior Center for in-person review. As additional supporting documents are completed, they too will be made available online and in the locations noted.

Information regarding the availability of the Specific Plan and related documents as well as public meetings and governing board hearings will be provided via an email listserv, social media posts and when appropriate, public notification in the Daily Democrat and/or community mailers. At any time throughout the review process, the public may submit comments, questions or concerns by way of email (ResearchPark@cityofwoodlandorg) or by calling (530) 661-5886.

COMMUNITY OUTREACH & ENTITLEMENT PROCESS 2020/2021

ANTICIPATED TIMEFRAME	ACTION ITEM	NOTIFICATION
NOVEMBER 2020	Introduce Draft Specific Plan at City Council and Planning Commission, concurrent with publication of draft plan online	Draft Plan published online CC/PC – Agenda, informational Email to WRTP listserv*
DECEMBER 2020	Circulate Public Review Draft EIR; open public comment period (45+ day)	Email to WRTP listserv Draft EIR published to City website
DECEMBER 2020 - FEBRUARY 2021	Community and Stakeholder Outreach / Neighborhood Meetings; Commission Meetings	Email to WRTP Listserv Mailers (as appropriate) Notice in Daily Democrat Other media posts
JANUARY 2021	Public Hearing at Planning Commission for Draft EIR + Formal Presentation of Draft Specific Plan; public comment period on EIR closes following PC hearing and 45+ day public comment period	Email to WRTP listserv Notice in Daily Democrat
FEBRUARY 2021	Presentation of Specific Plan, Fiscal Impact Analysis and comments on Specific Plan and DEIR to City Council; CC to provide direction to staff	Email to WRTP listserv CC – Agenda, informational
FEBRUARY/MARCH 2021	Edits to Specific Plan and EIR based on feedback received from public, PC, CC	Final Draft Specific Plan and Final EIR published to City website
MARCH 2021	Follow on neighborhood/stakeholder meetings as needed	
MARCH 2021	Finalize Financing Plan and Draft Terms of Development Agreement(s)	
MARCH 2021	Final Draft Specific Plan + Final EIR to Planning Commission for formal action/recommendation to City Council	Email to WRTP listserv Notice to Daily Democrat
APRIL 2021	Final Draft Specific Plan + Final EIR, Financing Plan and Development Agreement to City Council for formal action	Email to WRTP listserv Notice to Daily Democrat
MAY 2021	LAFCo process for annexation	Email to WRTP listserv Public Notice as required
*FOR ALL PHASES, ADDTL OUTREACH TO INCLUDE NEXTDOOR, FACEBOOK, MAILERS/PUBLICATION IN THE DAILY DEMOCRAT AS APPROPRIATE		

EXHIBIT 3 - Community Outreach and Entitlement Process

Conclusion:

Staff recommends that the City Council receive a presentation on the Public Review Draft of the Woodland Research and Technology Park Specific Plan and an outline of the public review process over the coming 4-6 months including planned community and stakeholder engagement approach.

Prepared By: Erika Bumgardner, Business Development Liaison

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

Attachments:

1. Public Review Draft Woodland Research and Technology Park Specific Plan
2. Community Outreach and Entitlement Process 2020-2021

WOODLAND RESEARCH & TECHNOLOGY PARK

Specific Plan



CITY OF WOODLAND | CALIFORNIA

Public Review Draft
NOVEMBER 2020



Adopted XXXX XX, 2021
Resolution #
EIR State Clearinghouse # 2017062042

Lead Agency:
City of Woodland
300 First Street
Woodland, CA 95695





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ES | EXECUTIVE SUMMARY







ES.1 | EXECUTIVE SUMMARY

The Woodland Research and Technology Park (WRTP) Specific Plan guides the development of the 350 acre Plan Area in Woodland, California. The Specific Plan Area is envisioned within the City’s 2035 General Plan as a natural extension of the city, ideally located and positioned for jobs and housing development.

The WRTP Specific Plan represents the opportunity to implement the collective vision of the General Plan, the community and City leaders, and the applicants to create a sustainable, healthy and successful community in the southern gateway to the City of Woodland. The establishment of the mixed use Plan Area is a natural progression of the City’s long history of innovation and creativity in food and agricultural productivity.

The Plan Area is a self-sustaining, enterprising mixed use community anchored by a technology and innovation campus, with vibrant retail and supporting uses, integrated residential neighborhoods, recreation, open space and public uses. The projected yields, at full build out, would provide up to approximately 2.2 million square feet of employment equating to approximately 5,000 jobs and 1,600 dwelling units in a range of housing types.

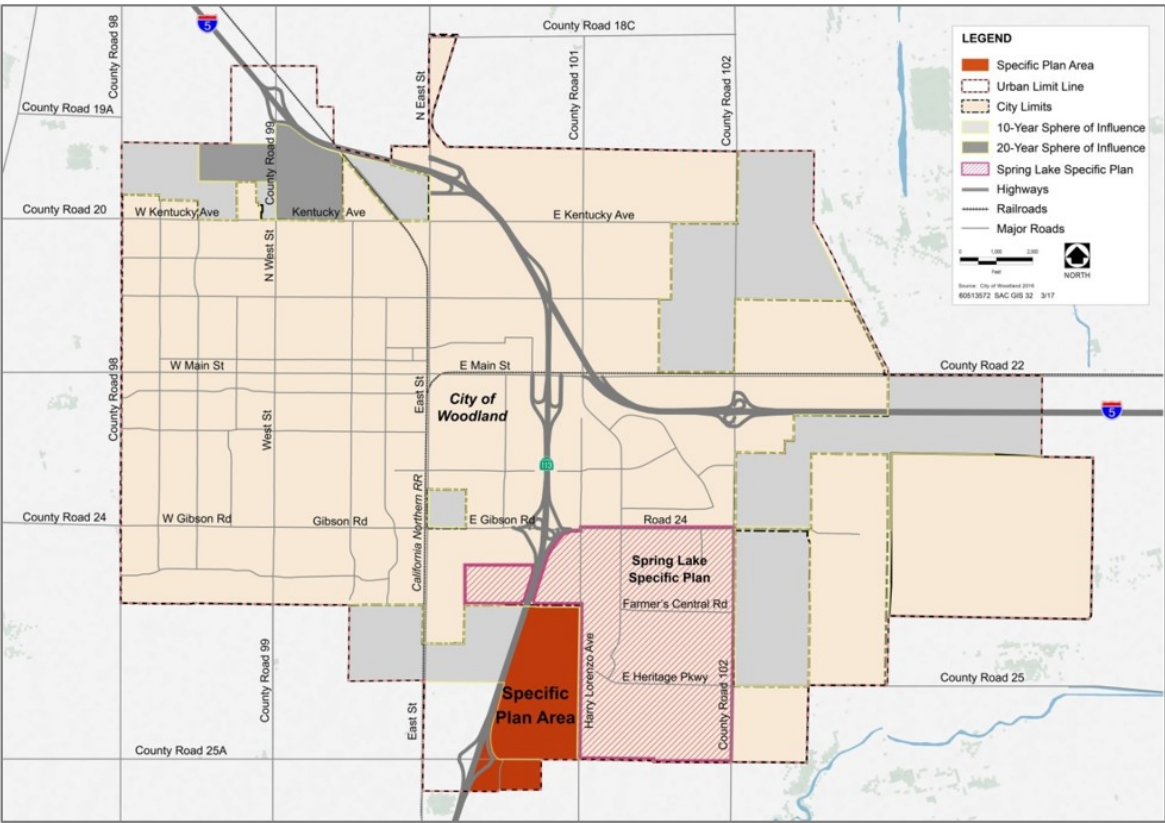


EXHIBIT ES-1: PLAN AREA LOCATION

This specific plan provides an opportunity to creatively implement the intent of the General Plan and serve as a refinement of General Plan policies. The W RTP Specific Plan is the primary land use, policy and regulatory document used to guide development of the Plan Area. The Specific Plan establishes a development framework for land use, community design and character, infrastructure improvements and a subsequent project approval structure for orderly development within the Plan Area. The Specific Plan document is organized as follows:

- **Chapter 1-Introduction and Vision:** identifies the vision and organizing principles that guide the physical form and development patterns of the Plan Area.
- **Chapter 2-Land Use Framework:** presents the Specific Plan Guiding policies, depicts the overall land use plan and districts that constitute the Plan Area.
- **Chapter 3- Land Use Regulations, Development Standards and Design Guidelines:** defines the permitted uses, development standards, regulations and provides design recommendations and guidance for individual projects.
- **Chapter 4-Mobility and Circulation:** describes the network to accommodate the movement of vehicles, pedestrians and bicyclists.
- **Chapter 5-Public Utilities and Services:** describes plan-wide utilities of water, wastewater, storm drainage, electric, natural gas, communications and the public services of parks, schools, law enforcement, fire and solid waste.
- **Chapter 6--Implementation:** describes implementation procedures and strategies for financing and maintenance of public facilities and services.
- **Chapter 7-Administration:** outlines the Specific Plan process and its relationship to the subsequent entitlement processes, describes the administrative procedures to implement and amend, interpret and enforce the Specific Plan.
- **Supporting Documents:** Technical documents/studies provide supporting analysis and detail for many aspects of the Specific Plan, including:
 - Water Technical Memorandum
 - Reclaimed Water Distribution Technical Memorandum
 - Wastewater Collection System Technical Memorandum
 - Stormwater Management Technical Memorandum
 - Traffic Impact Analysis completed for the DEIR dated June 2020.
 - Public Facilities Financing Plan
- **Related City Documents**

Related documents include, but are not limited to:

 - Environmental Impact Report
 - General Plan and Climate Action Plan
 - Zoning Code and Subdivision Ordinance
 - Improvement Standards
 - Development Agreement



1.0 | INTRODUCTION / VISION





1.1 | INTRODUCTION

The Woodland Research and Technology Park (WRTP) Specific Plan guides the development of the 350 acre Plan Area in Woodland, California. The Specific Plan Area is envisioned within the City's 2035 General Plan as a natural extension of the city, ideally located and positioned for jobs and housing development. The establishment of the mixed use Plan Area is a natural progression of the City's long history of innovation and creativity in food and agricultural production.

The foundation for the Specific Plan is defined by a growing recognition that the factors that drive economic development and future growth are rapidly shifting. With the rising importance of innovation and technology development, a region's economic competitiveness increasingly depends on its ability to establish a high-quality system that fosters innovation and promotes the development, transfer, and commercialization of technology. Such innovation ecosystems provide environments in which emerging and existing technology companies can be incubated and grown, researchers and companies can collaborate in a synergistic environment, and access to scientific, engineering, and entrepreneurial talent can be easily facilitated.



**WOODLAND RESEARCH
AND TECHNOLOGY PARK**
BUILDING ON OVER 100
YEARS OF FOOD AND AG
INNOVATION IN THE CITY
OF WOODLAND

This chapter introduces the Vision for the Plan Area, as influenced by the City's General Plan, the physical attributes of the site and the strengths and opportunities of Woodland and the region. Following the detailed vision, this chapter outlines the Guiding Principles, which serve as the guide for the desired outcome of development within the Plan Area. Next is Plan Area Context, which provides the background and setting. The final sections provide the organization for the Specific Plan, lists the Related Documents and provides the list of Entitlements which were approved in conjunction with the Specific Plan.

1.2 | VISION

The Woodland Research and Technology Park will serve as a gateway to connect Woodland, a community that has shaped the future of food and agriculture for over a century, with UC Davis, one of the leading agricultural research universities in the world, through the creation of an enterprising mixed use community. The Plan Area is anchored by a technology and innovation campus, with vibrant businesses and integrated residential neighborhoods. A dynamic “work-live-play” environment will attract highly skilled professionals to the region and will provide new housing opportunities and a long-term economic base for Woodland’s future generations. The Plan Area will be a place where the existing strengths of the City are combined with the opportunities for the future, capitalizing on the technology transfer and research potential the Plan Area’s location and base economy provide.

“Yolo County is a global hub for agricultural research, food production and sustainable technology. The proximity of this site, just five minutes from UC Davis, will offer appropriate facilities for technology startups to put down roots.”

**Lon Hatamiya, former Secretary of Technology, Trade
and Commerce for the State of California**



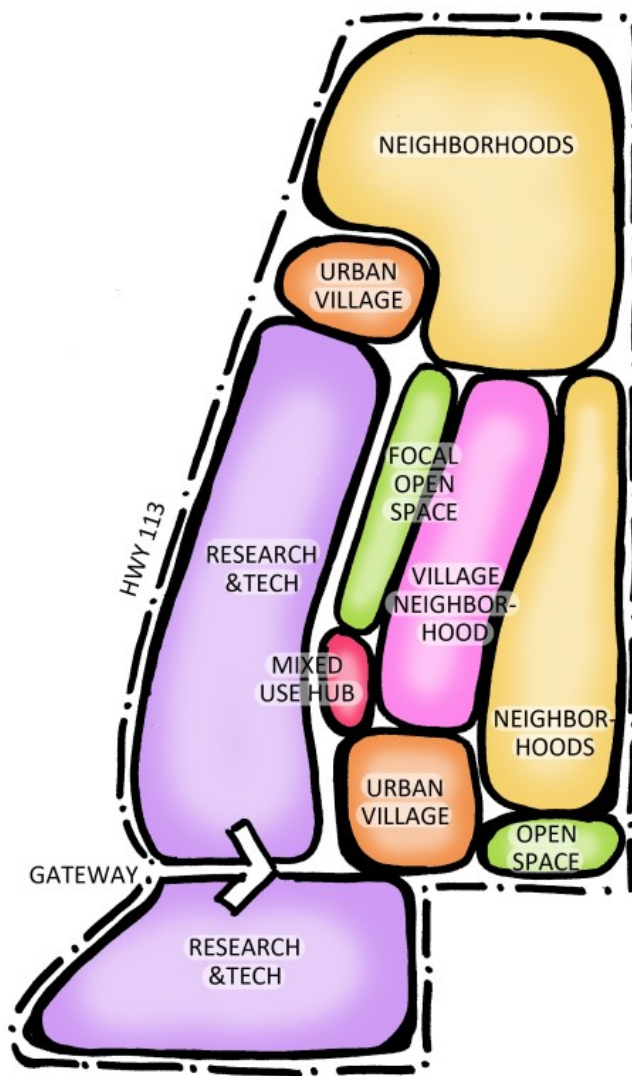
Northern California's agricultural innovation is anchored by the leading edge research and development at UC Davis – the nation's premier agricultural research institution.



This vision and framework responds directly to the 2035 General Plan, Policy 2.L.2, which describes the Plan Area as...*"a mixed-use residential district anchored by a research and technology business park in the Southern Gateway area at CR 25 and SR 113. Concentrate the highest intensity of development within and in close proximity to the business park area, with lower density, largely residential uses to the north."* The development framework of the Plan Area was guided by this policy, translated onto the site to achieve the desired physical form, as shown in Exhibit 1-1, Vision Concept Diagram.

The research/technology campuses are strategically placed on the west edge of the Plan Area to serve as a gateway, the central core provides a village-center focal area with a mix of uses at higher densities (the "urban villages"), and the neighborhoods wrap the east and north edges to

provide a compatible transition to the Spring Lake neighborhoods. This framework provides a distinct identity, a well-defined pattern and gradual transitions to the adjacent uses. The three primary districts which evolved from the vision; the Technology Park, the Village Center and The Villages, are introduced in the following section. Chapter 2 provides details on the Land Use Plan and Districts.



This Specific Plan provides the physical and policy framework to implement the vision and serves as a guide for the intentional development of the Plan Area.

More detail on the land use plan and districts is provided in Chapter 2.

EXHIBIT 1-1: VISION CONCEPT DIAGRAM

TECHNOLOGY PARK



Envisioned as a state-of-the-art technology hub specializing in emerging agricultural technologies and related research in energy, transportation and environmental sciences, the 120 acre research and technology campus will be a place of collaboration and exchange within a campus-like setting. Diverse public and private entities interested in collaborative innovation will be drawn to the unique setting provided in the Plan Area, a place where diverse business, job training, and new products, technologies and innovation can take root.

VILLAGE CENTER

The 45 acre Village Center is envisioned as the heart of the Plan Area, serving as the essential “third place” for residents, workers and employers. Outdoor retail displays, restaurant patios and sidewalk cafés will spill out on to open-air hardscape plazas. An 11-acre park “The Yard” framed by mid-rise townhomes and urban-style lofts will offer Tech Park employees, residents and the community a space to recreate, relax, and connect outside of home and work, steps from adjacent residential neighborhoods and less than a block from work.



THE VILLAGES

The 135 acre Village District provides diverse, high quality and attractive new neighborhoods and housing options, which will allow employees to live and work close by and move up and/or “age in place” within the same neighborhood. The Villages also serve to provide a seamless transition to the adjacent Spring Lake neighborhoods.



1.3 | EPICENTER OF AGRICULTURE & INNOVATION

The City of Woodland is at the epicenter of one of the most productive agricultural regions in the world. Woodland's ideal climate, rich soil, and reliable water supply support a wide variety of crops that sustain a diverse portfolio of businesses. It is home to all facets of the food system from local farms and food processors to seed research and agricultural technology companies.



**190 COMPANIES &
COUNTING**

**SEED RESEARCH AND AG TECH
FOOD PRODUCERS AND PROCESSORS
INDUSTRY SUPPORT AND DISTRIBUTION
MARKETS AND RETAILERS**

1.3.1 Regional Proximity

Woodland is part of the Greater Sacramento Region, which is home to the capital of the 6th largest economy in the world and part of a larger mega-region that is economically linked to the Bay Area technology hubs, including San Francisco, the Silicon Valley, and the I-680 corridor.

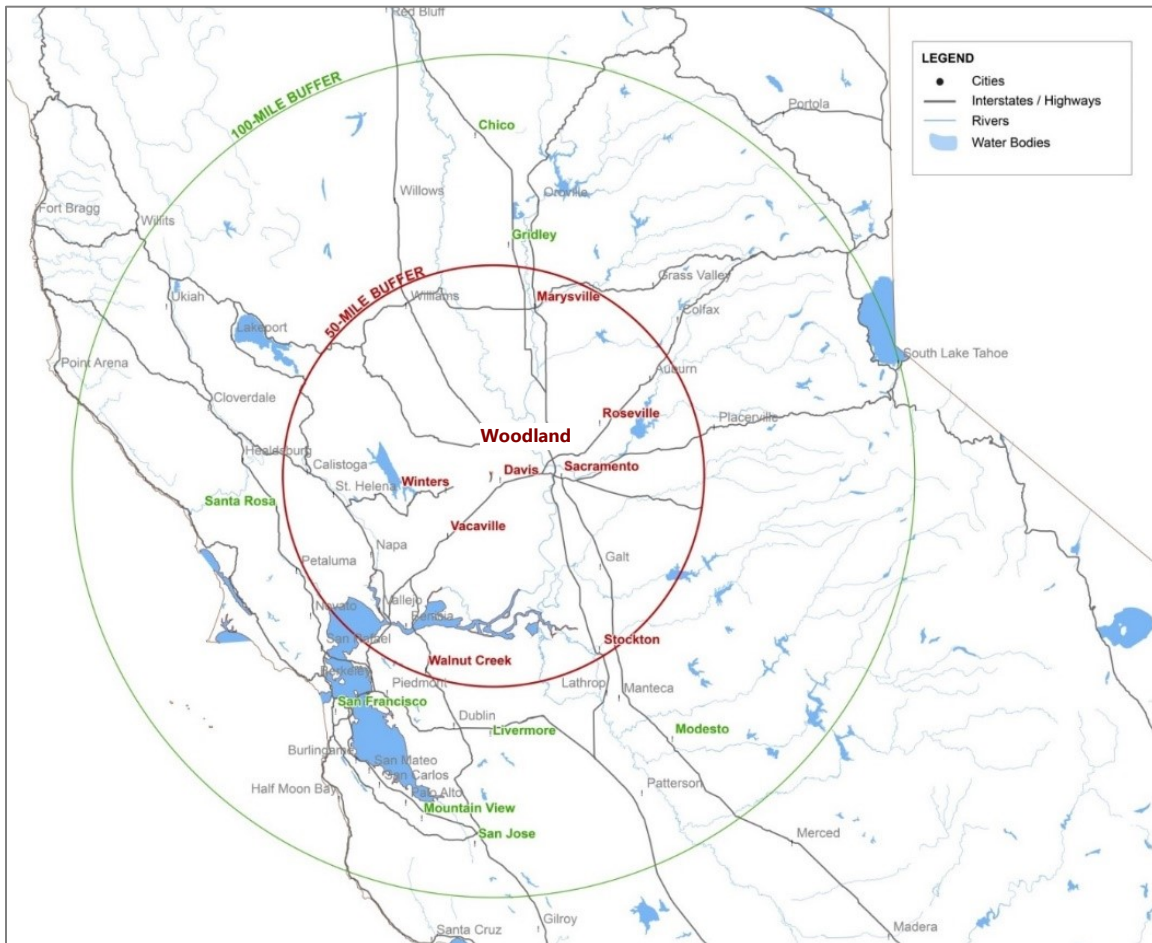


EXHIBIT 1-2: LOCAL REGION PROXIMITY

Woodland is located in the heart of the California Central Valley and at the confluence of abundant natural resources, major interstate highways, an inland port, and international airport. Moreover, one of Woodland's greatest attributes is its proximity to the University of California Davis, a university on the leading edge of research and innovation, affording connectivity to university resources, facilities, faculty, and students. The Plan Area is just seven miles (ten-minutes by ride share or shuttle) from the UC Davis main campus. In addition to UC Davis, nearby universities of Sacramento State, Chico State, UC Berkeley and Stanford generate a continuous stream of talented graduates across all fields of scientific and engineering disciplines.

1.3.2 The Food Front

Launched in 2017, The Food Front initiative brought Woodland's story as the center point of food and agricultural responsibility, to the forefront. The City of Woodland has historically been economically and socially fortified by the fertility of its surrounding farmlands.

*Connecting growers, food producers and researchers,
The Food Front recognizes the important role Woodland plays in
agricultural and food responsibility and seeks to strengthen
Woodland's leadership capacity in this realm through continued
investment in forward-thinking projects and ideas that will improve
how food is grown, harvested, processed and enjoyed.*

The Plan Area will provide opportunities to expand on existing initiatives such as Seed Central, AgStart, and The Vine, solidifying Woodland's role as a key place for industry and academia to collaborate in to solve challenges of producing more, healthier food with less impact on natural resources.



1.3.3 Balanced Community- Work, Play, Live

The design framework of the Plan Area is intended to create a place that is authentic, socially engaging and that provides a diversity of experiences within a half-mile radius of the plan's featured 11-acre linear park. The Woodland Research and Technology Park will offer a collaborative business environment with supporting research and development in a setting that encourages innovation and entrepreneurship.



The Woodland Research & Technology Park will offer a collaborative business environment with supporting research and development in a setting that encourages innovation and entrepreneurship.

As a new employment center community, the Plan Area includes a range of housing options within close proximity to jobs and a commercial mixed-use Village Center, focused around a linear park. A multi-modal street network and bike-pedestrian trail system connects the entire Plan Area internally and to adjacent uses, including the neighboring Spring Lake residential community. Employees will be able to walk or bike to and from work and to outdoor recreation, retail and food/café venues, making the Plan Area an attractive place to live, recreate, shop and gather.



Technology Park, Road B & The Yard – Artist Rendering

1.3.4 Local Talent

The Plan Area is well positioned to retain and attract professionals in science and technology related fields to live in Woodland, including within the Plan Area. An increasing number of faculty and executive staff from UC Davis choose to reside in Woodland. Local employment training and workforce development opportunities through partnerships with the Woodland Community College, the Woodland Unified School District and UC Davis, are preparing local talent with the skills needed to support the demands of the technology sector, ensuring a steady and reliable employment base. The Plan Area will provide opportunities to connect industry with established programs, create new collaborations to teach needed skills and inspire Woodland's youth to pursue careers in a wide range of STEM and applied technology fields.

“Greater Sacramento is where innovators are revolutionizing agricultural technology. The region combines agricultural abundance from farmers to processors, highly skilled science and tech talent and the #1 agricultural sciences university in the nation – UC Davis.”

Greater Sacramento Economic Council

**308K STUDENTS
ENROLLED IN A
4 YEAR UNIVERSITY
WITHIN 90 MILES**

Greater Sacramento
Economic Council



1.3.5 Sustainability

The Woodland Research and Technology Park will serve as a leader in eco-innovation and sustainability. Plan Area development will employ sustainable design principles, minimizing impacts of the project on the environment. Sustainable building design, the use of low impact materials and construction techniques, on site water management and planning features that reduce commute trips and vehicle miles traveled will carry through the plan to help ensure the long-term health of the community and the environment.



It is anticipated that progressive companies and businesses locating within the Plan Area will take these efforts to the next level, incorporating sustainability practices in day to day operations through the integration of clean and renewable energy, sustainable sourcing, use of recycled materials and minimization of hazardous chemicals, waste management, green packaging, attention to a sustainable product life cycle, and through the development of energy-efficient “green” products.

The Plan Area, through development policies and standards, will play an important role in furthering the city’s greenhouse gas (GHG) reduction goals. It is the goal of the Plan to strive for zero net energy consumption as outlined in the City’s 2035 Climate Action Plan. The City’s Climate Action Plan provides strategies and tools for addressing GHG emissions from development and aim to reduce Woodland’s GHGs by 2020 and 2035 consistent with the State of California’s own targets.

Specific policies and development standards outlined in Chapters 2 and 3 address the sustainability requirements and implementation.

It is the goal of the Plan to strive for zero net energy consumption as outlined in the City’s 2035 Climate Action Plan.



1.4 | BUILDING ON LOCAL ASSETS

The Plan Area will provide an attractive place for residents and employees to live, recreate, shop and gather for neighborhood events, while also enjoying the amenities and opportunities a City rich in history, entertainment and community pride has to offer, including the resurgence of its Historic Downtown Main Street.

It is Woodland's rich heritage and small town charm that continue to attract people to the city and the reason so many families have stayed for generations.



Annual Dinner on Main Event

VIBRANT DOWNTOWN

Woodland has experienced a resurgence of investment and planned growth. In particular, Woodland's Historic Downtown has seen many of its historic buildings renovated and given new life. High end home décor and clothing boutiques dot Downtown's "Fabulous First Street," while hip new restaurants representing a variety of tastes stretch from one end of Main Street to the other. The City's *First Friday Art Walk* and *Thursday Night Live at the Plaza* concert series, as well as its annual festivals and holiday events draw thousands to Main Street throughout the year. Woodland's Annual California Honey Festival, spanning five blocks of downtown, draws 30,000 attendees from across the state.



Woodland's 3rd Annual California Honey Festival, spanning five blocks of Main Street, drew over 30,000 attendees from across the state and country in 2019.

HISTORIC AND NEW NEIGHBORHOODS

In addition to its historic downtown, Woodland boasts two honorary historic residential districts. Over 20 historic architectural styles are represented, dating from the 1870's to the 1950's and 60's. Spring Lake, located immediately east of the Plan Area, is a master planned community of 4,000 residential homes. Spring Lake carried the traditional neighborhood feel of Woodland's historic districts, through gridded and well connected streets, a mix of residential housing types and interconnected Class 1 bike trails and parks.



The Gable Mansion, built in 1885, is a California Historical Landmark

PRIME LOCATION

When it's time to get away, Woodlanders have access to sea or snow within one hour in either direction, east or west. Lake Tahoe, San Francisco and the Napa Valley are all within a two-hour drive. Sacramento, the State's Capital, is located 20 minutes to the east as well as the Golden One Arena where the NBA Kings call home. The Sacramento International Airport is an easy 10-minute drive or ride share from the city.



Velocity Island Wakeboard Park

For those desiring to stay closer to home, the Velocity Island Wake Board Park located in north Woodland, is a great place to cool off during the summer. Other's may choose to explore the Yolo countryside, Dunnigan Hills (an American Viticultural Area, "AVA"), or Capay Valley - the birthplace of the organic food movement, and taste the bounty of fresh, locally grown / made products or simply marvel at the ever-changing agricultural landscape.

1.5 | SPECIFIC PLAN GUIDING PRINCIPLES

In May 2017, the City of Woodland adopted a comprehensive update to its General Plan, setting the stage for future growth and development within its Urban Limit Line (ULL) through the year 2035. A key focus of the General Plan is economic development and job growth. The Plan Area is specifically envisioned within the General Plan as a natural extension of the city, ideally located and positioned for jobs and housing development.

The 2035 General Plan designates the Plan Area as a New Growth Area, SP-1A. Policy 2.L.2 provides further guidance for the Plan Area:

"Promote development of SP-1A as a mixed-use residential district anchored by a research and technology business park in the Southern Gateway area at CR 25A and SR 113. Concentrate the highest intensity of development within and in close proximity to the business park area, with lower density, largely residential uses to the north. Encourage sustainable development through the use of renewable energy sources and water conservation tools with the goal of striving to achieve zero net energy at the building and neighborhood level to the extent feasible."

Based on the guidance provided by the Woodland General Plan and the desired vision of a state of the art technology hub with sustained economic growth and competitiveness in today's global, knowledge based economy, the following Guiding Principles provide the envisioned outcome and overarching vision for development within the Plan Area.

1. INNOVATION

The Plan Area will develop as a state-of-the-art innovation center campus for technology, research and development, and office uses. Flexibility in design and implementation is supported, allowing businesses to respond to market demand through phasing of construction and the ability to offer a variety of building types and sizes. Complementary uses within immediate proximity to the business park, including hotel, commercial, employee-serving retail and recreational opportunities will support day-to-day needs of businesses, their clients and their employees.

2. TECHNOLOGY CAPTURE/ TALENT RETENTION



Collaboration with UC Davis, Woodland Community College and others will bolster start-up businesses and growing mid-to-large size companies through technology transfer and IP sourcing. The Plan will accommodate advanced technology-related jobs and training that allow a greater number of Woodland residents and college graduates from the Woodland

Community College and throughout the region to live and work in the community, generating an infusion of intellectual capital.

3. BUSINESS PARTNERSHIPS

Companies locating in the Tech Campus will have the opportunity to take positive advantage of the existing and thriving seed, food, and agricultural-based industries currently located and doing business in and around Woodland. Access to additional resources and new markets, new ideas, materials and expertise will grow through strategic partnerships with new and existing businesses in Woodland.

4. SUSTAINABLE AND RESILIENT

The Plan Area will lead in energy efficiency and sustainable design. Development within the Plan Area will incorporate cutting edge green building practices. Land use strategies and transportation demand management will reduce vehicle miles traveled and facilitate the use of alternative fuel vehicles. The city's urban forest canopy will be increased and projects will incorporate naturalized stormwater management. These and other measures will contribute to meeting City goals for greenhouse gas reduction by 2035 contained in its 2035 Climate Action Plan.

5. GATHERING PLACE

A successful Village Center and featured 11-acre linear park will provide a mix of social gathering spaces for employees, residents, and visitors to connect, recreate, and relax. These informal networking opportunities will foster greater innovation and engagement among the workforce and allow for the balanced integration of work and life that the next generation of professionals seek.

6. CONNECTIVITY/MOBILITY

A combination of well-designed complete streets, protected bicycle lanes, and pedestrian / bicycle greenways will prioritize the pedestrian experience throughout the Plan Area. Well-connected parks, open spaces and greenbelts will encourage residents and employees to walk, bike, or scooter rather than drive to work, home and play. Existing bike trails and greenbelts will extend from and connect to the adjacent community including nearby schools, community center and shopping center. A shared mobility hub will serve as a point of connection for those arriving and departing the Tech Campus by various forms of alternative transportation – including micro transit stops and fixed bus routes with frequent service to Downtown Woodland and UC Davis. Amenities to support last mile active transportation alternatives are featured, including bike and scooter share services.

7. HEALTHY COMMUNITY

Connected streets with bicycle and pedestrian facilities, trails, accessible parks and open spaces with passive and programmed recreation will facilitate and encourage active, healthy living. Access to healthy foods through community gardens, a farmer's market and/or fresh produce market in the Village Center will be promoted. A mix of social gathering places will enable employees and residents to come together for fun and relaxation, boosting emotional wellness.



8. NEW NEIGHBORHOODS/SEAMLESS TRANSITIONS

Diverse, high quality and attractive new neighborhoods and housing options, including single and multi-family residential units and mixed-used projects will allow Tech Park employees to live and work close by and “move up” within the same neighborhood as families grow or nests are emptied. Land use and circulation planning, coupled with design and development standards will ensure a thoughtful transition between the Plan Area and the adjacent Spring Lake neighborhood, complementing the established community.

1.6

1.6.1 Plan Area Location

Exhibit 1-3 shows the location of the Specific Plan. The Plan Area is bound on the north and east by the Spring Lake Specific Plan Area, a 4,000-unit residential community. It is bound on the south by CR 25A and the City's Urban Limit Line (ULL) and on the west by State Route 113 (SR 113). The Specific Plan Area consists of approximately 350 acres that are located just outside of the Woodland city limits but within the ULL.

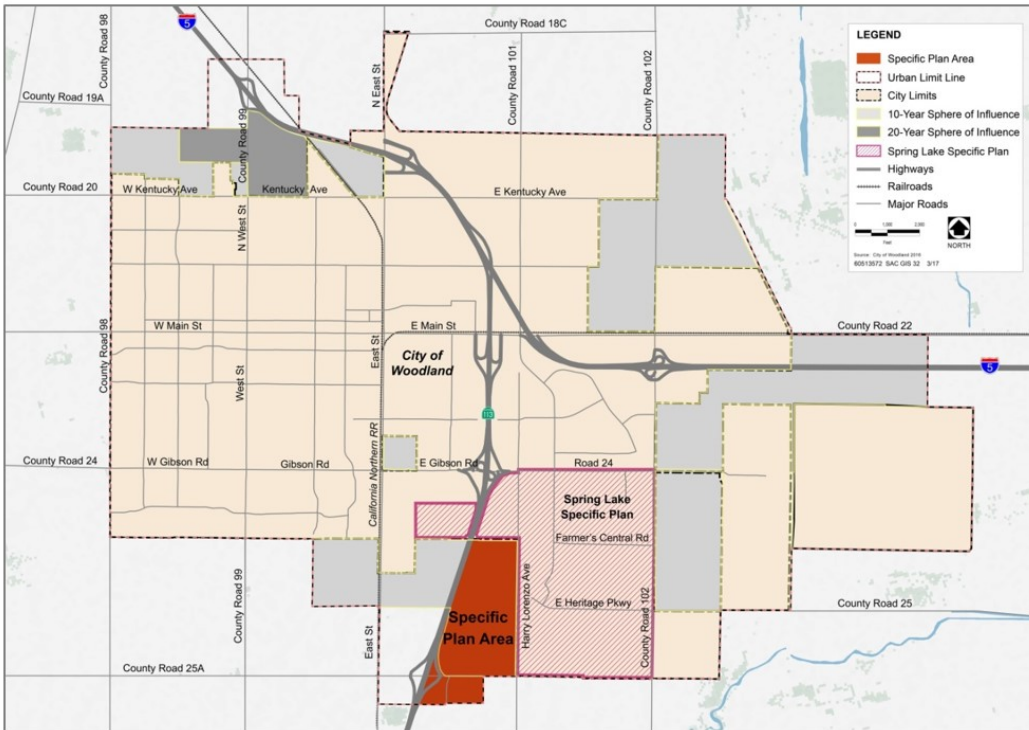


EXHIBIT 1-3: PLAN AREA LOCATION

1.6.2 Pre-Specific Plan Site Conditions

The Plan Area is visible from the SR 113 and is characterized by relatively flat actively farmed agricultural land, with one house and one barn located along County Road (CR) 25A. Lands within and adjacent to the Plan area are classified as Prime Farmland, as determined by the Farmland Mapping and Monitoring Program (FMMP), California Department of Conservation. Pre-Specific Plan access to the Plan area was from Gibson Road to the north and from the CR 25A interchange, via Harry Lorenzo Avenue (portions of which are unimproved). No natural streams, waterways or agricultural drainage canals exist in the Plan Area. Several existing trees in the Plan Area occur mainly adjacent to existing roadways. Existing utility poles, with overhead power lines, are located along SR 113 and Harry Lorenzo Avenue.

1.6.3 Surrounding Uses

The Plan Area is located and surrounded by agricultural land to the south, SR 113 and agricultural land to the west, and urban development within Spring Lake on the north and east. A sports park and the Woodland Community and Senior Center are located within one-half mile west of the northern boundary of the Plan area, from Sports Park Drive.

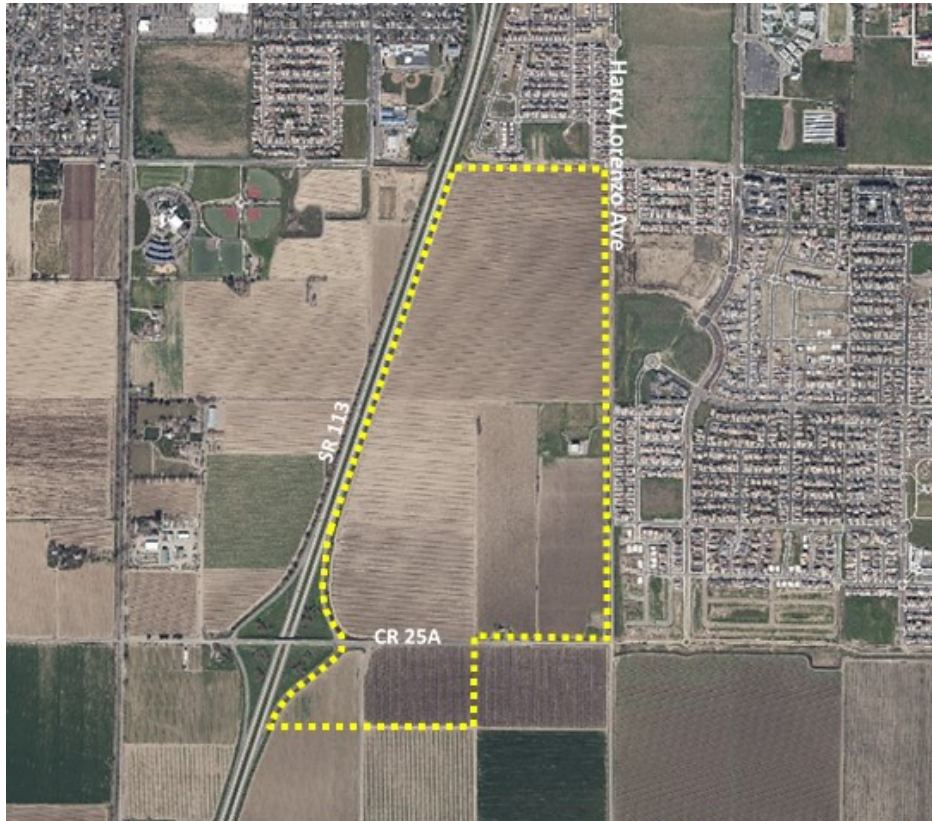


EXHIBIT 1-4: AERIAL PHOTO OF PLAN AREA AND SURROUNDINGS

1.6.4 Adjacent Infrastructure

In anticipation of future development of the Specific Plan, the backbone utility lines in Spring Lake were oversized and stubbed out at the border of the two planning areas, to ensure efficient service to the Plan Area through extension of those backbone utility lines from Spring Lake. Spring Lake's existing and planned bike network was also designed to connect seamlessly with the Plan area and includes a mix of dedicated on-street lanes and off-street paths. Similarly, the Plan Area extends and connects to the bikeways, pedestrian ways and open space corridors within Spring Lake.

The 2035 General Plan designates the Plan Area as one of three subareas in the Specific Plan 1 (SP-1) new growth area, located in the southern part of the City. The Plan Area is classified as Specific Plan (SP-1A) in the General Plan Land Use Diagram, as shown in Exhibit 1.3.



The Specific Plan is intended to guide the orderly growth and development of the Plan Area. Under California Government Code, sections 65450 through 65457, and the State General Plan Guidelines prepared by the Office of Planning and Research, a specific plan may be used to implement a general plan and its policies/programs.

Another purpose of the Specific Plan is to exempt from further CEQA review, or limit the scope of subsequent CEQA review, projects undertaken to implement the Plan. Government Code section 65457 provides a CEQA statutory exemption for any residential development project or zone change that is undertaken to implement and is consistent with a specific plan for which an EIR has been certified. In addition, Public Resources Code (Section 21155.4(a)(2)) exempts from

subsequent CEQA review, residential, mixed-use, and employment center/office projects (with floor area ratios of 0.75 or greater) that are consistent with an adopted Specific Plan.

California Government Section 65451(a) defines the following content requirements for specific plans, consisting of text and diagram(s), which specify all of the following:

- The distribution, location, and extent of all land uses, including open space, within the area covered by the Specific Plan (Chapters 1, 2 and 5).
- The proposed distribution, location, extent, and intensity of major components of public and private transportation, sewage, water, drainage, solid waste disposal, energy, and other essential facilities proposed to be located within the area covered by the plan and needed to support the land uses described in the plan (Chapters 4 and 5).
- Standards and criteria by which development will proceed and standards for the conservation, development, and utilization of natural resources, where applicable (Chapters 2, 3 and 6).
- A program of implementation measures, including regulations, programs, public works projects and financing measures necessary to carry out paragraphs 1, 2, and 3 (Chapter 6).

1.8 | RELATED DOCUMENTS

A specific plan works in conjunction with other regulatory documents to implement the development process. The following section provides a brief description of these related documents. Chapter 7, Administration, provides more detail on the functions of these documents.

1. GENERAL PLAN

The California Government Code requires that Specific Plans be consistent with the local jurisdiction's adopted General Plan. The General Plan is a statement of the community's land use values and is the underlying basis for its vision and direction. An analysis of the consistency of the Specific Plan with applicable General Plan policies and actions is provided in the EIR.

2. WOODLAND ZONING CODE

The Specific Plan includes Development Standards and Design Guidelines, which are adopted into Ordinance (Zoning Code Title , Chapter , Article__). These regulations shall govern development, improvements and construction within the Plan Area.

3. IMPROVEMENT STANDARDS

The Improvement Standards establish basic standards and detail sheets for construction of public infrastructure. These standards and specifications apply to all construction within

the Plan Area, unless otherwise addressed herein. To the extent that a component or regulation of the Specific Plan differs from a requirement of the Standards, the Specific Plan will take precedence. Where the Specific Plan is silent, the Standards will be used for purposes of interpretation, and/or directly applied as appropriate.

4. ENVIRONMENTAL IMPACT REPORT

The City of Woodland was the lead agency in the preparation and certification of an Environmental Impact Report (EIR), pursuant to the California Environmental Quality Act (CEQA). The EIR for the W RTP Specific Plan (State Clearinghouse Number #2017062042) examines the environmental impacts of the proposed plan and identifies potential changes in the environment that would result from implementation of the plan. CEQA Guidelines (Title 14, California Code of Regulations) Section 15183 provides that projects consistent with development density, zoning, community planning, and the general plan for which an EIR was certified do not trigger a new environmental review unless there are new impacts that have not already been properly addressed. Section 65457(a) of the California Government Code and CEQA Guidelines Section 15182(a) provide that no EIR or negative declaration is required for any residential project undertaken in conformity with an adopted Specific Plan for which an EIR has been certified.

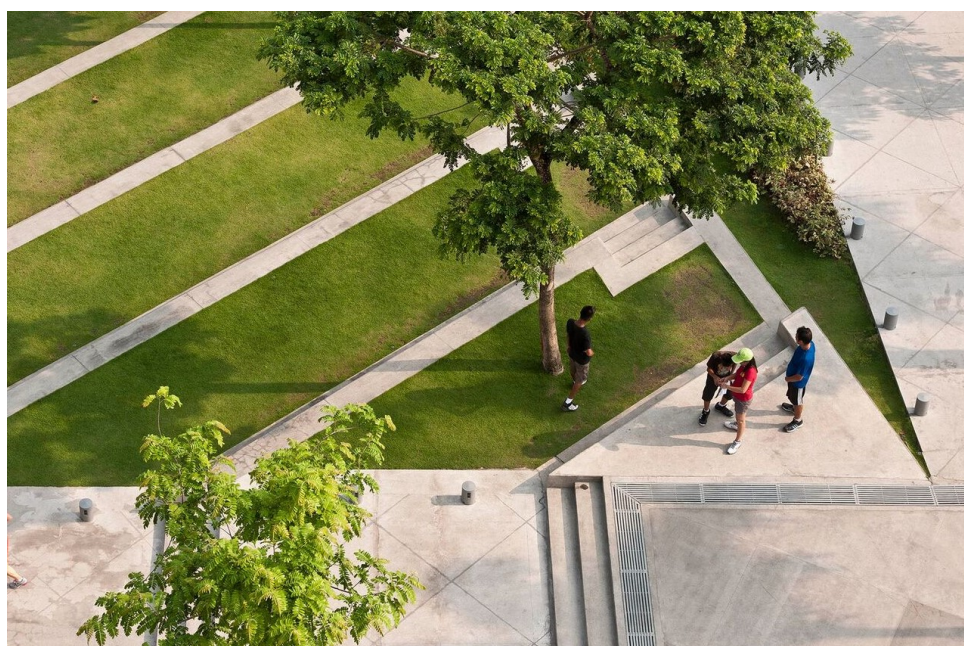
The EIR for the Specific Plan is intended to qualify subsequent projects within the Plan Area for these exemptions, assuming those projects are consistent with the adopted Specific Plan, and fulfill all applicable conditions and CEQA mitigation measures.

1.9 | PROPOSED ENTITLEMENTS

The Specific Plan and related documents were approved by the City of Woodland as part of the entitlement process. These entitlements included certification of the EIR, adoption of the Specific Plan, approval of a General Plan Amendment, and Pre-Zoning of the Plan. In addition to the above listed entitlements, separate annexation requests to Yolo County Local Agency Formation Commission (LAFCo) are required prior to the processing of individual developments. Individual development projects are subject to review and approval of subsequent permits and entitlements by the City of Woodland, other local, State and Federal agencies. Chapter 7, Administration, provides more detail on the Specific Plan Administration processes.



2.0 | LAND USE FRAMEWORK





2.1 | A FRAMEWORK FOR INNOVATION

The Woodland Research and Technology Park Specific Plan lays the framework for a place-based technology center that will accelerate the exchange of ideas between innovative companies and global research institutions. The convergence of land use types that link progressive work environments with a diversity of housing, retail and recreational opportunities sets the Plan Area apart from other traditional business parks and research centers. The development framework of the Plan Area seeks to capture the energy and excitement embodied within an energetic, urbanized setting while maintaining a feeling and appreciation for the small town charm and rural character that forms the foundation and heart of the Woodland community.

The convergence of land use types that link progressive work environments with a diversity of housing, retail and recreational opportunities sets the Plan Area apart from other traditional business parks and research centers.

The Plan Area consists of 350 acres poised for development of 2.2 million square feet of office, commercial and research/technology space, approximately 1,600 residential housing units and 21 acres of parks and open space, network trails and greenbelts. Approximately 5,000 jobs are anticipated at build-out. The Plan Area will bring new jobs to the City while reducing vehicle use and resultant emissions by providing an employment center and daily amenities within steps of attractive and diverse housing options.

This chapter outlines the Specific Plan Policies, which are used to guide subsequent sections of the Specific Plan including land use, circulation, sustainability and implementation. The Land Use

**350 ACRE
PROJECT AREA**
±2.2M SF RESEARCH/TECH
±1600 RESIDENTIAL UNITS
21 ACRES PARK/OPEN SPACE
5,000+ JOBS

Plan and Land Use Summary are provided in Section 2.3. The Land Use Plan is the “blueprint” of the community, which evolved from the vision, the application of applicable General Plan policies and in response to the opportunities and constraints of the site. The chapter concludes with the Districts, which provide the framework of the Land Use Plan and highlight the unique features that make up the Plan Area community.



BIRDSEYE VIEW LOOKING NORTH - ARTIST RENDERING

MULTI- USE TRAILS AND PATHS 5 MILES
DEDICATED ON-STREET BIKE LANES 3.5 MILES
LINEAR PARK & GREENBELTS 17.6 ACRES

2.2 | SPECIFIC PLAN POLICIES

Policies for the development of the Plan Area are derived from the Guiding Principles outlined in Chapter 1.5. Several policies closely mirror those adopted in May 2017 as part of the General Plan 2035 update (as indicated in parentheses), while others are specifically crafted to implement the vision of the Plan Area.

The following land use, design, sustainability, open space, streetscape and mobility, and economic development policies help to define and implement the land use framework outlined in Section 2.4 of this chapter.

2.2.1 Land Use

1. **Epicenter of Food and Agriculture.** Promote the development of the Plan Area as a premier food and agriculture industry hub by providing appropriate infrastructure, adequate land with compatible land uses and by supporting research and innovation. (Policy 2.D.2)
2. **Atmosphere of Collaboration.** Promote an atmosphere of collaboration and innovation by designating an appropriate mix of land uses, building types and formats with an engaging public realm.
3. **Active Ground Floor Uses.** Facilitate the opportunity for active commercial and ground floor uses such as meeting rooms, exhibition and maker-spaces, cafés, fitness studios within the RTP/Transitional Overlay zone fronting Road B. Provide architectural design and streetscape standards and guidelines that help frame the public realm as an inviting urban, walkable environment.
4. **Flexibility within Development Standards Framework.** Include flexible zoning, site and development standards that will allow companies and businesses within the Plan Area to easily adapt to changing market demands and to grow and evolve over time.
5. **Housing Mix.** Design neighborhoods to include a mix of housing types at a range of densities and affordability levels that accommodate residents at all stages of life. Residential uses must achieve an overall minimum average density of eight dwelling units per gross acre across the Plan Area.
6. **Variety and Quality.** Ensure that residential development provides variability and quality design to distinguish individual homes from one another and create identifiable neighborhoods. (Policy 2.M.8)

2.2.2 Design

1. **Compact Form.** The Land Use Plan shall promote compact development patterns, mixed land use, and higher-development intensities that conserve land resources, reduce vehicle trips, improve air quality, and facilitate walking, bicycling, and transit use. (Policy 2.C.1)
2. **View Corridors** Create attractive view corridors that frame the streets with distinctive buildings, trees, and other landscaping complemented by well-designed and integrated signage. At community entry points, provide a clear, physical sense of arrival into the community. (Policy 2.E.5)
3. **Building Facades.** Encourage a mix of building patterns, frontages, ground floor transparency, and the use of horizontal and vertical building articulation to break up building mass, create visual interest and design to activate street level frontages. (Policy 2.E.6/2.I.1)
4. **Transition Areas.** Promote the sensitive design of transition areas between different land uses in order to ensure compatibility, and encourage a gradual and compatible shift in scale between different densities and intensities of various uses. (Policy 2.E.3)

2.2.3 Sustainability

1. **Consistency with the Climate Action Plan** Ensure new development is consistent with the objective and targets of the City's Climate Action Plan with the goal of striving to achieve zero net energy at the building and neighborhood level. (Policy 2.C.2/2.L.2)
2. **Resource Efficiency.** Encourage and incentivize building construction that consumes less energy, water, and other resources; allows natural ventilation; uses daylight effectively; reduces stormwater runoff; and facilitates the use of clean energy whenever possible. Use trees for cooling, energy conservation and to improve air quality. (Policy 2.C.4)
3. **Electric/Alternative Fuel Vehicle Parking.** Parking facilities in non-residential zones shall provide for alternative fueling and electric vehicle charging. Residential development shall provide EV-capable facilities in all garages and parking lots. (Policy 3.H.7)
4. **Agricultural Interface.** Where development within the Plan Area occurs at the edge of the Urban Limit Line adjacent to agricultural land, a buffer of 150-feet shall be incorporated, where feasible, to minimize potential incompatibilities of the adjoining uses. (Policy 7.C.4/7.C.5)
5. **Agricultural Uses.** Where agricultural activity exists within the Plan Area boundary, the agricultural uses shall be permitted to continue until urban development occurs on the active agricultural properties. (Policy 7.C.2)

2.2.4 Open Space

1. **Greenbelt/Trail System.** Extend and integrate a greenbelt/trail system that provides recreational and transportation benefits for residents and employees of the Plan Area. (Policy 2.M.4)
2. **Public Gathering Space.** Provide interesting public gathering spaces and corridors including small public plazas, courtyards, pocket parks and paseos within the North and South Campus and the Village Center to provide opportunities for social interaction within the built environment.
3. **Private Open Space.** Provide private open space as part of large residential, commercial or mixed-use development projects.

2.2.5 Streetscape and Mobility

1. **Bike and Pedestrian-Oriented.** Create walkable, pedestrian-scaled blocks that feature sidewalks and bikeways that are safe, comfortable, and inviting. Encourage site design for mixed use zones to minimize driveway, curb cuts and parking visibility. (Policy 2.E.4/2.I.1)
2. **Green Streets.** Provide continuous shade trees along key corridors, integrate low-impact development (LID) drainage facilities to manage stormwater runoff within the public right-of-way, and include Class I or Class II bike facilities where possible. (Policy 2.I.3)
3. **Multimodal Access.** Require convenient, attractive and safe pedestrian, bicycle and transit connections throughout the Plan Area Districts. (Policy 2.J.6)
4. **Roundabouts.** Provide landscaped roundabouts as an intersection traffic control option with demonstrated air quality and safety benefits, where deemed feasible and appropriate. (Policy 3.B.9)
5. **Parking.** Shared parking facilities are encouraged throughout the Plan Area and shall be designed to reduce heat island effect, providing for significant landscaping and tree canopy. Onsite parking along/adjacent to street frontages, particularly Road B, is strongly discouraged. (Policy 3.H.2/3.H.3/3.H.6)
6. **Transportation Demand Management (TDM).** Businesses within the Research and Technology Park campus should incorporate Transportation Demand Management (TDM) tools and programs to encourage and create incentives for the use of alternative travel modes and disincentivize single-occupancy vehicle use. (Policy 3.A.5)

7. **Emerging Technologies.** Plan for and accommodate next generation transportation technology and advancements, where feasible, in the Plan Area design and street network. (Policy 3.A.6)
8. **Transit Services.** In coordination with the Yolo County Transportation District and UC Davis, plan and implement transit and express-bus service between the Plan Area and UC Davis campuses that is both sustainable and cost-effective. (Policy 3.G.1/3.G.6)

2.2.6 Economic Development

1. **Business Environment.** Support a welcoming business environment within the Technology Park through streamlined and consistent application of regulatory and permitting procedures and through financially feasible development costs. (Policy 4.A.2)
2. **Emerging Industries.** Provide flexible development regulations and guidelines that allow for efficient adaptation and accommodation of emerging industries and new market opportunities. (Policy 4.C.6)
3. **Agricultural Industry.** Accommodate agriculture-related industries through supportive ag policies and programs including ag-technology accelerators, agricultural processing facilities and through coordination with Yolo County, UC Davis, AgStart and other organizations invested in advancing global innovation in ag and food-tech. (Policy 4.C.9)
4. **Workforce Development.** Provide for educational and workforce training opportunities within the Plan Area through partnerships with employers and business educators, the Woodland Community College and the Woodland Joint Unified School District. (Policy 4.C.15/4.G.5)

2.3 | LAND USE PLAN

The Land Use Plan, shown on Exhibit 2-1, illustrates the arrangement of land uses and the transportation network which provides the backbone of the Land Plan. Table 2.1 provides a detailed summary of the land use designations, acres, dwelling units and square footages allocated on the Land Use Plan and evaluated in the EIR analysis. At build out, the land use plan is estimated to result in approximately 2.2 million square feet of research/technology and commercial land uses, producing approximately 5000 jobs and 1,600 residential dwelling units. The mix of land use types and intensities will provide for a vibrant, sustainable and balanced new community addition which complements and supports the surrounding and planned uses within the City of Woodland.

LEGEND

LDR	LOW DENSITY RESIDENTIAL
VCLDR	VILLAGE CENTER LOW DENSITY RESIDENTIAL
MDR	MEDIUM DENSITY RESIDENTIAL
VCMDR	VILLAGE CENTER MEDIUM DENSITY RESIDENTIAL
HDR	HIGH DENSITY RESIDENTIAL
HDR/CCO	HIGH DENSITY RESIDENTIAL WITH COMMUNITY COMMERCIAL OVERLAY
VCMU	VILLAGE CENTER MIXED USE
RTP	RESEARCH & TECHNOLOGY PARK
RTP/TO	RESEARCH & TECHNOLOGY PARK WITH TRANSITIONAL OVERLAY
RTP/CCO	RESEARCH & TECHNOLOGY PARK WITH COMMUNITY COMMERCIAL OVERLAY
RTP/RFO	RESEARCH & TECHNOLOGY PARK WITH RESEARCH FLEX OVERLAY
HC	HIGHWAY COMMERCIAL
OS	GREENBELTS, OPEN SPACE, PROMENADES
VCOS	VILLAGE CENTER OPEN SPACE



EXHIBIT 2-1: LAND USE PLAN

Table 2.1 Land Use Summary

Land Use Designations	Zones	Gross Acres	Density Range	Floor Area Ratio Range	Estimated Dwelling Units ¹	Estimated Non-Res Square footage ¹
RESIDENTIAL						
Low Density Residential	LDR	74.8	1.0-8.0		500	
Village Center Low Density Residential	VCLDR	13.1	1.0-8.0			
Medium Density Residential	MDR	35.5	8.1-19.9		600	
Village Center Medium Density Residential	VCMDR	16.7	8.1-19.9			
High Density Residential	HDR	9.7	20.0-40.0		500	68,000
High Density Residential/Community Commercial Overlay ²	HDR-CCO	15.9	20.0-40.0	0.2-2.0		
SUBTOTAL RESIDENTIAL		165.7			1,600	68,000
RETAIL / COMMERCIAL						
Village Center Mixed Use ³	VCMU	3.5		0.6-4.0		75,000
Highway Commercial	HC	8.2		0.25-2.0		70,000
Subtotal Retail /Commercial		11.7				145,000
RESEARCH AND TECHNOLOGY PARK						
Research and Technology Park	RTP	50.3		0.2-2.0		1,955,000
Research and Technology Park/Transitional Overlay	RTP/TO	19.3		0.2-2.0		
Research and Technology Park/Community Comm. Overlay	RTP/CCO	6.8		0.2-2.0		
Research and Technology Park/Research Flex Overlay	RTP/RFO	35.9		2.0 max		
Subtotal Research and Technology		112.3				1,955,000
Subtotal Commercial/RTP		124.0				2,100,000
PARKS AND OPEN SPACE						
Village Center Open Space (includes Pedestrian Promenade) ⁴	VCOS	11.6		0.5		32,000
Open Space	OS	10.2				
Subtotal Parks/OS		21.8				32,000
RIGHT OF WAY						
Collectors & Arterials	ROW	38.0				
GRAND TOTALS		349.5			1,600	2,200,000

NOTES:

1. Assumed average yields for planning purposes and EIR analysis.
2. 25% (~4.0 Acres) of HDR/CCO Acreage assumed to be developed as Community Commercial
3. Village Center Mixed Use may include residential units not included herein
4. Village Center Open Space allows for 1.5 acres of commercial/retail uses



2.3.1 Introduction of the Land Use Zones

The Land Use Plan identifies the location of the land uses with a zoning designation. In general, the Land Use Plan includes three broad categories of land uses. The Research/Technology Park and Commercial category are the primary employment focused zones. The Residential category is the primary housing zones and the Open Space/Park category includes the open space, parks, recreation and public zones. Chapter 3, Land Use Regulation, Development Standards and Design Guidelines, provides a detailed description of each zone, the allowed density and intensity, the permitted uses and the physical standards such as setbacks, building heights and other development standards.

1. RESEARCH/TECHNOLOGY PARK AND COMMERCIAL ZONES

RTC- Research Technology Park

RTC/TO-Research Technology Park/Transitional Overlay

RTC/CCO-Research Technology Park/Community Commercial Overlay

RTC/RFO-Research Technology Park/Research Flex Overlay

HC-Highway Commercial

VCMU-Village Center Mixed Use

2. RESIDENTIAL ZONES

LDR- Low Density Residential

VCLDR-Village Center Low Density Residential

MDR- Medium Density Residential

VCMDR-Village Center Medium Density Residential

HDR-High Density Residential

HDR/CCO-High Density Residential/Community Commercial Overlay

3. OPEN SPACE/PARK ZONES

VCOS- Village Center Open Space

OS-Greenbelts and Open Space

2.4 | THE DISTRICTS

Districts are used to identify the geographic and form types within the Land Use Plan and embody the overarching theme of work, play, live. The three Planning Districts are the Technology Park, the Village Center and the Villages. Each of the three Districts have sub-districts, as outlined below and described in the following sections. The sub-districts assist in defining desired elements of intensity, scale and form for each sub area. The envisioned form and character of each district is described in the following sections and more detail is provided in Chapter 3, Development Standards and Design Guidelines.

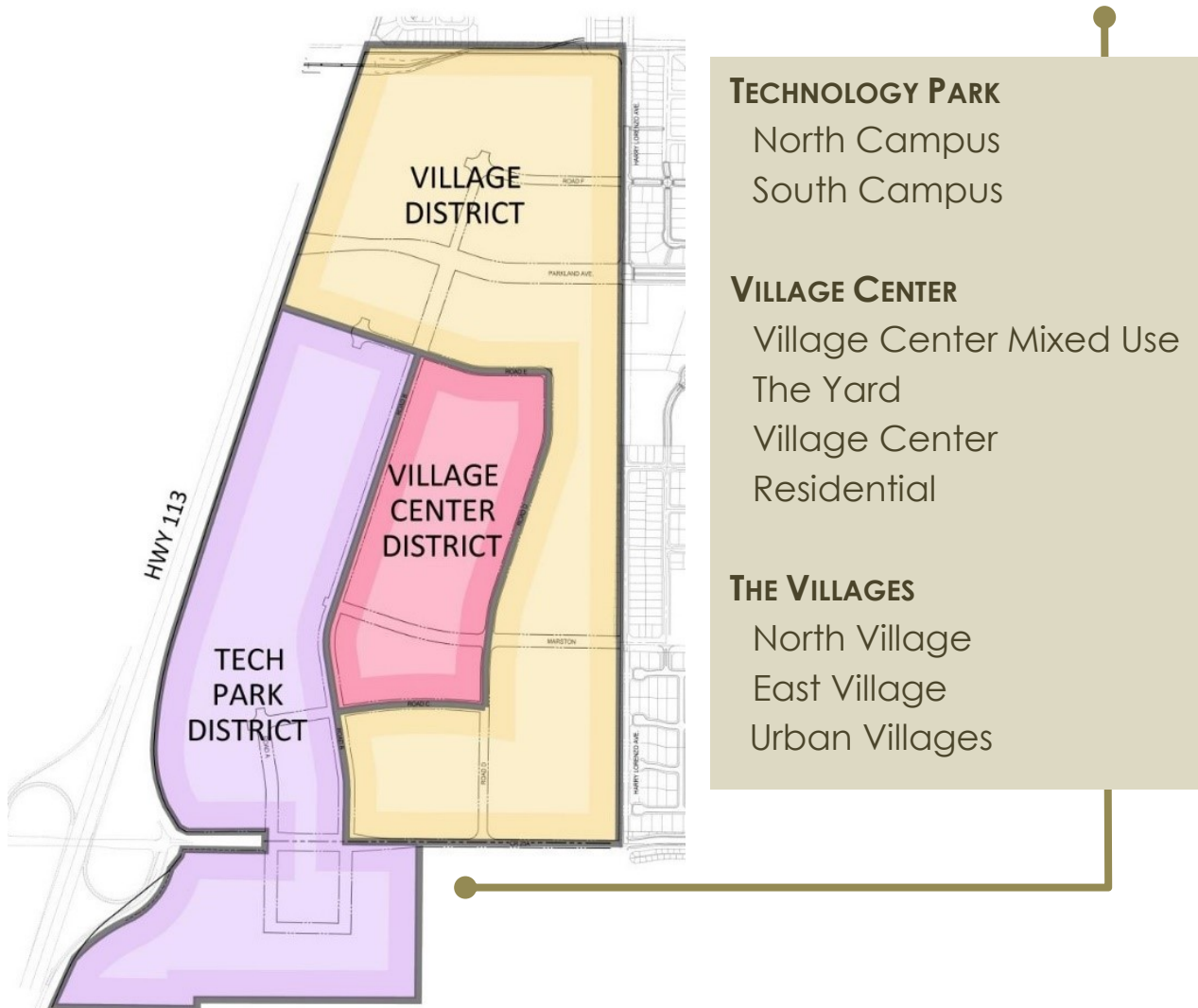
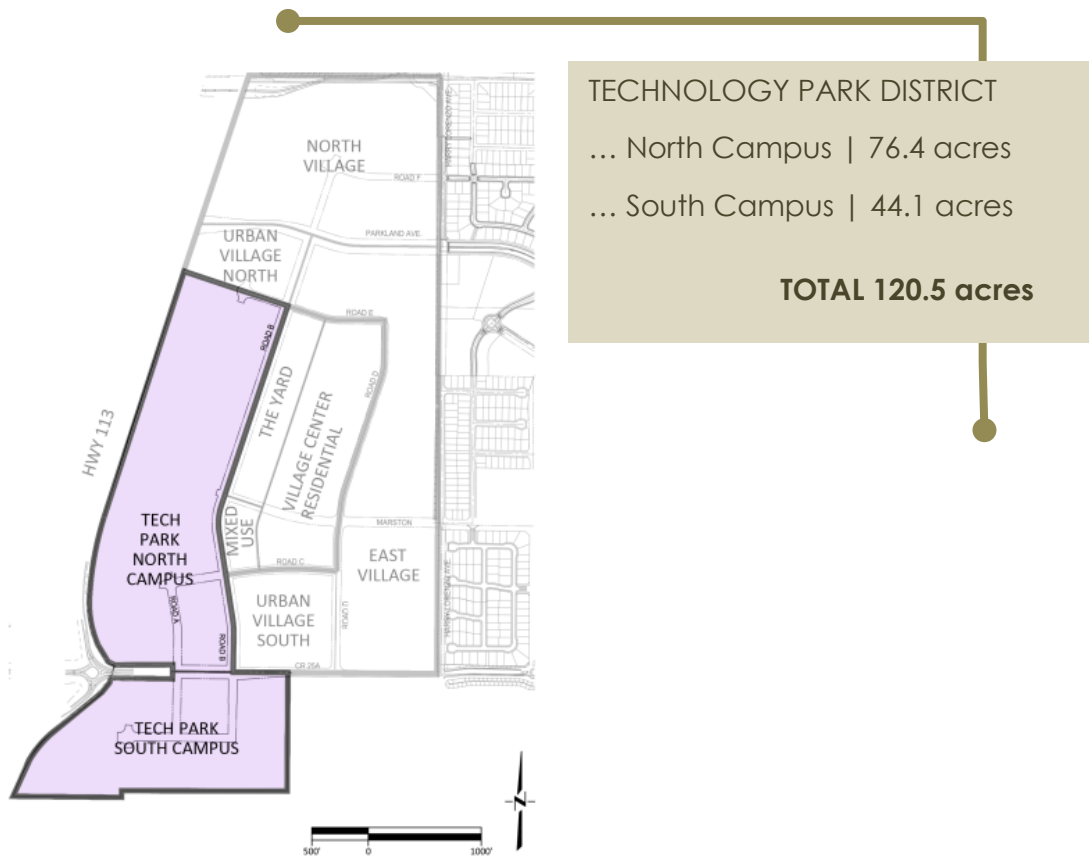


EXHIBIT 2-2: DISTRICTS



WORK ■ LIVE ■ PLAY

2.4.1 Technology Park District



Consisting of a North and South Campus, the Technology Park District will accommodate approximately 2 million square feet of office, research and light industrial “flex” space for a variety of users in a range of sizes and scale. The North Campus, described in detail below, serves as the core business hub for both established and large-scale companies as well as enterprising start-ups and incubator spaces. The South Campus will carry forward this collaborative environment while offering additional opportunity for light manufacturing/industrial flex space and immediate proximity to real-time, field research sites. Sustainability principles will be incorporated throughout the North and South Campus as a key and defining attribute of the Technology Park

District. Energy efficient building design and mobility features that reduce auto dependency will minimize carbon impact with a goal of achieving net-zero energy and safeguarding the long-term health of the environment.

1. NORTH CAMPUS

The North Campus will serve as the primary gateway and innovation hub within the Plan Area. Comprised of approximately 98 acres, the North Campus has a base zoning of Research and Technology Park (RTP). In order to allow flexibility to mix and adapt use types in response to development opportunities and shifting market demands, two areas of the North Campus have an overlay zone of Community Commercial (RTP/CCO) and Transitional (RTP/TO). Detail on the permitted uses within these zones are found in Chapter 3.3.1.



The Tech Campus will house a variety of uses and building types including corporate headquarters and mid- to large sized offices.



The North Campus is intended to evolve as a diverse, leading edge research and technology park designed to support adaptable site and building formats and to accommodate a variety of users in a campus environment. Flexible regulations will allow for innovative design solutions that support evolving trends and advances in the fields of science and technology. Diverse uses and building types, from mid- to large-size offices, corporate headquarters, incubation spaces for small start-up firms, and spaces for the commercial development of pioneering products and technologies will contribute to a broader knowledge ecosystem within the North Campus.

Buildings may require large formats/footprints and range from two to five stories in height, yet the pedestrian experience will remain comfortable and engaging. Frequent street-facing entrances and glazing, active ground floor uses, appropriate building setbacks and properly framed public spaces will enhance the public realm, inspiring creative thinking both within and outside of the built environment. Well designed and landscaped pedestrian paseos including areas for pocket parks and other amenities, will break up longer blocks and encourage pedestrian activity and interaction.



A welcome center, leasing office, technology innovation demonstration areas, landmark and gateway features exhibiting the technology and sustainability themes are envisioned to be located at the main entrance of the North Campus, along Road B. Wayfinding will be integrated throughout the North Campus to ensure easy navigation through the Plan Area starting at the Gateway.

A commercial center including a hotel and conference center is envisioned at the southern end of the district, providing daily service amenities for businesses, visitors, employees and residents.



The incorporation of ground floor commercial and other active uses such as cafés, fitness studios, exhibition and maker-spaces, meeting rooms, and similar uses, will provide a vibrant and engaging building-to-streetscape interface.

The easternmost edge of the North Campus will serve as an important transition zone between the predominantly larger format uses and the mixed-use Village Center and residential areas to the east. A greater emphasis on the pedestrian experience, design and architectural detailing are placed on buildings directly fronting Road B. The incorporation of ground floor commercial and other active uses such as cafés, fitness studios, exhibition and maker-spaces, meeting rooms, and similar uses, will provide a vibrant and engaging building-to-streetscape interface. Appropriate building frontages, massing, setbacks, sidewalk widths, and overhead coverings/awnings in addition to thoughtfully placed street furniture, landscaping and lighting will help frame the public realm as a walkable and comfortable urban environment.

Businesses fronting Road B will have the advantage of being located directly adjacent to and across from The Yard, an 11-acre linear park, providing the associated views and opportunities for enhanced social engagement. Businesses located across from The Yard are encouraged to integrate outdoor seating and gathering spaces that take advantage of the viewshed and further activate the street.

2. SOUTH CAMPUS

The 44 acre South Campus serves as a continuation of the North Campus, but with a greater emphasis on light manufacturing uses and research facilities and the addition of Highway Commercial zoning. South Campus businesses will benefit from both freeway frontage and immediate proximity to prime agricultural land to the south and east of the Plan Area boundary that will allow field trials to be conducted proximate to research. Approximately 36 acres of the South Campus is zoned Research Flex Overlay (RTP/RFO), which allows flexibility to mix and adapt use types in response to development opportunities and shifting market demands. Detail on the permitted uses within this zone are found in Chapter 3.3.

Approximately 8 acres of Highway Commercial (HC) zoning is provided at the northwest corner of the South Campus allowing commercial uses that serve the traveling public and the community.

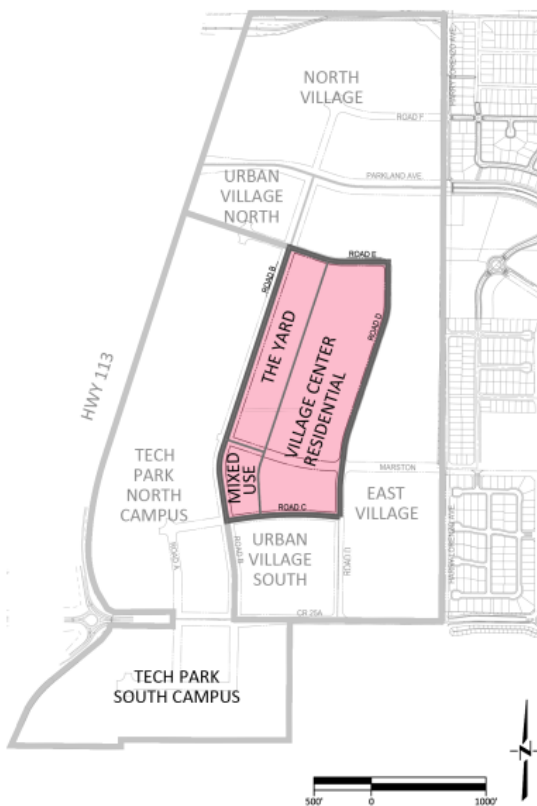


Proximity to prime agricultural land will allow for convenient access to field trials and research. Greenhouses are permitted in the South Campus.



WORK ■ PLAY ■ LIVE

2.4.2 The Village Center



VILLAGE CENTER DISTRICT

... Village Center Mixed Use | 3.5 acres

... Village Center Residential | 29.8 acres

... The Yard | 11.5 acres

TOTAL 44.8 acres

The Village Center, consisting of approximately 45 acres, will provide the essential “third place,” for the younger workforce as well as the opportunity for experienced employers to connect with and mentor the next generation of industry leaders and thinkers. Outdoor retail displays, restaurant patios and sidewalk cafés will spill out on to open-air hardscape plazas. An 11-acre park termed “The Yard,” framed by mid-rise townhomes and urban-style lofts will offer employees, residents and the community a space to recreate, relax, and connect outside of home and work,

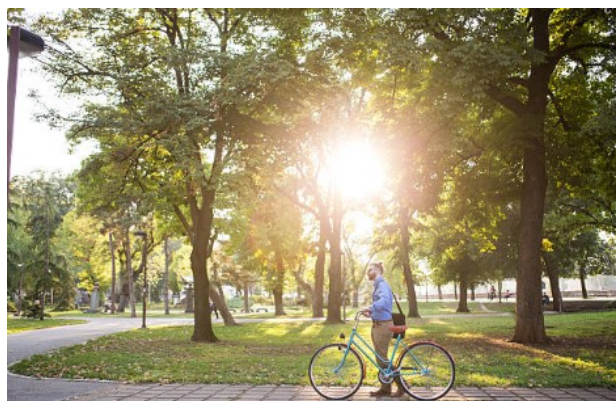
steps from adjacent residential neighborhoods and less than a block from work. A variety of mobility services and amenities will similarly converge at the Village Center Shared Mobility Hub, providing a transit destination in the heart of the Tech Park community.

1. THE VILLAGE CENTER

The place to “see and be seen,” employees will find opportunities for social engagement as well as a space to work, collaborate, and think in a vibrant, transparent and inviting setting.

Within the Village Center’s 3.5-acre Mixed Use (VCMU) zone, smaller format commercial spaces and mixed-use buildings will house retail/food venues and co-working spaces on the ground floor, with residential and office uses permitted on second and third floors. The place to “see and be seen,” employees will find opportunities for social engagement as well as a space to work, collaborate, and think in a vibrant, transparent and inviting setting. Architectural guidelines and development standards call for buildings that promote a positive connection and seamless transition from the built environment to outdoor public spaces.

2. THE YARD



“The Yard,” an 11-acre linear park, located immediately north of the mixed-use retail zone, is the physical center and social heart of the Village Center and the broader Plan Area. Envisioned as a largely passive green space, The Yard will serve as a shared “front porch” and lawn for the broader Tech Park community. The relaxed park setting will accommodate both active and passive recreational activities, such as a disc golf pick-

up game or yoga class. Flexible seating and movable furniture will allow park users to adapt their park environment for comfortable use as a temporary outdoor office or for an after work gathering space with colleagues. Bike/pedestrian and jogging trails winding through and around the park connect the residential Villages to the east with the Tech Park North Campus on the west. Landscaping throughout The Yard will incorporate native plant species and grasses while a canopy of shade trees will allow for the comfortable enjoyment of the outdoors during hot summer months. The park will support stormwater management within the Plan Area, providing areas of natural biofiltration and retention.

The Yard's central location within the Plan Area also provides for a natural relationship between the park setting and the Village Center's mixed-use retail zone located immediately south of the park. Plaza and courtyard features at the southern end of the park will enable a continuation of the Village Center café and restaurant patio dining experiences as well as a covered pavilion that will host weekly farmer's markets, evening music venues and other community or company sponsored events. Up to 1.5 acres of The Yard will be available for private commercial/retail uses including pop-up coffee kiosks, container breweries and eventual full-scale eateries that complement an urban park setting.



The Yard at the Village Center will include passive recreational opportunities as well as a covered pavilion for a farmer's market and other outdoor events.

Predominantly residential townhomes, walk-ups, and loft style units are envisioned to front on an 18-foot pedestrian promenade running the length of the eastern boundary of the park. The promenade will include enhanced, textured paving providing a distinctive experience that also offers a buffer between the public park and private residential realm. Balconies and porches overlooking the promenade and park will increase activity at night and provide 24-hour "eyes on the park" for added security. Together, the combined Village Center and linear park space will be the pulse of the community; a shared space for intellectual exchange, social engagement and activity.

3. VILLAGE CENTER RESIDENTIAL



A mix of low density (VCLD) and medium density (VCMD) residential units are located on the eastern portion of the Village Center District. Contemporary row house, townhouse, small lot and detached units will provide a variety of housing opportunities for those that desire a more centrally located and lively residential experience. Units will be located within steps of the local café and outdoor recreational opportunities at The Yard and just a block from

the Tech Park North Campus. Residential units within the Village Center will help foster an active mixed-use District well past traditional office hours, bolstering the viability of retail and commercial uses.

4. VILLAGE CENTER STREETScape

The Village Center streetscapes, including portions of Road B and C and Marston Drive, will transition from the active North Campus Gateway and Tech Park to a calmer, pedestrian-oriented environment. Thoughtfully placed street furniture, public art, landscaping and wide sidewalks designed to accommodate outdoor seating will enhance the public realm within and around the Village Center. Similarly, architectural guidelines will ensure building frontages invite pedestrian activity and reinforce the urban character of the district.

Enhanced intersections and pedestrian mid-block crossings along Road B will allow for safe, high visibility and efficient access to the Village Center from the North Campus. Narrow travel lanes and on-street parking will help calm traffic through the district while minimizing the need for large off-street parking lots. Decorative sidewalk paving and treatment will set the Village Center apart as a recognizable pedestrian dominant district.



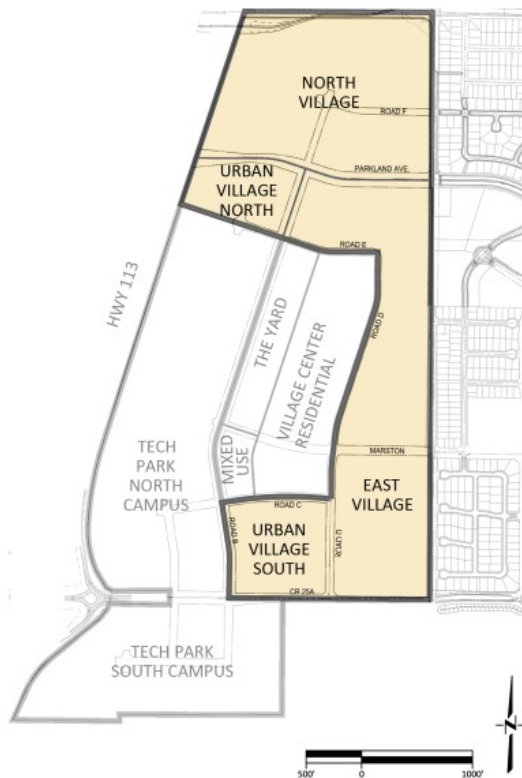
Village Center & Mobility Hub – Artist Rendering

5. SHARED MOBILITY HUB

The Shared Mobility Hub (The Union), located along Road B immediately adjacent to the Village Center commercial zone, will provide an engaging point of arrival or departure from the Tech Park for employees and residents traveling to, from and within the Plan Area. The Union will serve as the point of convergence, seamlessly integrating traditional and innovative modes of travel. For regional trips to/from Sacramento and the Bay Area, the Union will offer a stop for intercity fixed route transit. Higher frequency bus or autonomous shuttle services will use The Union as the primary point of connection between the Tech Park and primary destination points such as UC Davis Campus, the Amtrak Station, and Downtown Woodland. Those arriving to the Village Center will be able to choose from an array of options including micro transit, bike/scooter share or ride hailing service to link their "last mile" whether it be to home or work. The Union's plaza-like "loading zone" will be where it all comes together and where visitors can grab a cup of coffee while they wait for their ride or simply sit and enjoy the energy of the place.



2.4.3 The Villages



THE VILLAGES DISTRICT

... North Village | 52.3 acres

... East Village | 58 acres

... Urban Villages | 25.57 acres

TOTAL 135.87 acres

The Villages District features three distinct residential neighborhood types; the North Village, East Village and the Urban Villages. The Village District will accommodate approximately 1,600 residential housing units of varying sizes, densities and product types from detached single family homes to urban style lofts. Plan Area employees will have the opportunity to live within close proximity to their work, in many cases, within a 10-minute walk or less. A network of well-connected streets, bike trails and greenbelts will allow for easy and safe routes to work, home and to the Village Center, reducing long commute times and auto-dependency for a majority of daily trips.

1. NORTH VILLAGE

The Plan Area's North Village will consist primarily of single family homes on a range of lot sizes. Larger lots will accommodate executive and multi-generational style homes as well as "move-up" housing opportunities for those growing families seeking more room to play. Smaller to mid-sized lots will offer housing options for first time homebuyers to empty nesters. Although not strictly prescribed, architectural styles including contemporary farmhouse and cottage will establish a sense of place reminiscent of the area's agricultural roots. A landscaped roundabout centrally located within the North Village along Road F will serve as a focal feature within the neighborhood.

Builders are encouraged to explore nontraditional pedestrian pathways and circulation elements within the North Village that incorporate natural drainage, allow for a softer interface between the street and residential lots, while reducing the concrete hardscape typical of traditional sidewalk/curb/gutter schemes.



Contemporary farmhouse and cottage style residential design will establish a unique sense of place within the North Village.

2. EAST VILLAGE

The East Village, running the length of the Plan Area's eastern boundary, south of Parkland Avenue, is comprised of a mix of low and medium density housing types including detached single family products, alley products, cluster and courtyard homes. Residential densities within the East Village are intended to provide a transition from the Plan Area community to the established Spring Lake neighborhoods to the east.



Non-traditional subdivision design is encouraged in the East Village, including alley load and cluster design, and layouts with shared common space.

A continuous north-south running greenbelt with Class 1 bike path will serve as the adjoining ribbon between the two neighborhoods while Spring Lake bike paths and paseos will extend westward through the Plan Area, connecting the two communities. A stormwater detention basin located at the southern end of the East Village, just north of CR 25A, may dually serve as passive recreational open space.

3. URBAN VILLAGE



High quality apartments and residential lofts will provide housing for young professionals and empty nesters within close proximity to Tech Park jobs.

Two High Density Residential zones within immediate proximity of the North Campus will accommodate urban style, high quality workforce housing for the young professional as well as empty nesters. These units may also serve as temporary housing for researchers and scientists sponsored by companies locating within the district.

The incorporation of thoughtful design elements and consideration of the pedestrian experience will ensure that high-density development remains synonymous with high-quality of life and that the Urban Village actively contributes to a lively and engaging Technology Park campus and environment.

4. INTERNAL STREET NETWORK

The internal street network within each of the Villages will reflect the residential nature of the neighborhoods. Narrow two lane streets will accommodate both vehicles and bicyclists at comfortable speeds. Ample tree canopy along residential street segments will provide shaded sidewalks and walkways during warm summer months.

Roads D and E, which serve as collectors through the Urban and East Village districts, as well as the Village Center residential areas, will similarly reflect the residential make-up of the adjoining land use. These collector roadways will consist of two travel lanes accommodating vehicles as well as bicyclists through the use of painted on-street sharrows/shared lane marking. Traffic calming will be achieved through on-street parking on both sides of the street as well as other measures such as speed tables or enhanced crossings.

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3.1 | PURPOSE AND INTENT

Land use and development within the Plan Area is subject to conformance with the permitted uses, the site development regulations, development standards and design guidelines as outlined in this chapter. The permitted land uses and development standards/design guidelines are informed by the Vision, by the District Concepts, Character and Specific Plan Policies described in Chapters 1 and 2. These elements work together to create a use-compatible, visually distinct and vibrant community while retaining appropriate design flexibility at the project level. Engaging, yet seamless transitions between innovative research spaces, multi-functioning parks and network trails, and new and existing neighborhoods within the Plan Area will result in a sense of place that is both internally distinctive and a natural extension of the Woodland community. The intent is to provide a clear and concise set of regulations, standards and guidelines that builders, developers, property owners and City staff can rely on to implement development within the Plan Area in an efficient manner.

This chapter establishes the permitted land uses and primary development standards within the Plan Area and supersedes the requirements of the Zoning Ordinance (Title 17) of the Woodland Municipal Code (WMC) and the Woodland Community Design Standards. Where direction is not provided in this Specific Plan, the provisions of the WMC may be considered. The Community Development Director shall have the authority to determine the most appropriate zoning correlation between the Specific Plan and WMC where necessary. If an issue or situation arises that is not sufficiently provided for in the Specific Plan, those regulations of the Zoning Ordinance that are most applicable shall be used by the Community Development Director as guidelines to resolve unclear issues. Additional information pertaining to the implementation of this Chapter including interpretations and modifications can be found in Chapter 7, Administration.

3.2 | ZONING CLASSIFICATIONS

3.2.1 Purpose

To carry out the purpose and provisions of the Specific Plan, the Plan Area is divided into land use designations. This chapter contains general information such as statements of purpose and expectations for each land use type. The precise use regulations for each land use designation are found in Section 3.3. The Development Standards are found in Section 3.4.

The Land Use Plan, Exhibit 2.2, depicts the land uses assigned to all portions of the Plan Area. The 14 land use zones fall under 3 sub-categories; Research/Tech Park, Commercial and Mixed Use Zones; Residential Zones and Open Space/Park Zones. A general summary of the zoning designations is provided in Section 3.2.4.

3.2.2 Applicability

No building, structure, vehicle, sign, or area shall be used, altered, moved, enlarged, or stored in any zoning district except as specifically allowed in underlying zoning district and by the regulations of any applicable combining district.

3.2.3 Prohibition

No property in any zoning district shall be used in any manner so as to create problems contrary to public health, safety, or general welfare or so as to constitute a public nuisance.

3.2.4 Description of Zoning Categories

A. Employment: Research Technology Park and Commercial Use Zones

The employment zones include the Research Technology Park, Highway Commercial and Village Center Mixed Use. The Research Technology Park category has the primary zone of RTP and three (3) RTP overlay zones: Transitional, Community Commercial and Research Flex. The purpose of the RTP overlay zones is to “fine-tune” the list of uses and development standards in the designated locations to provide compatibility with surrounding uses and to purposely target specific uses to certain locations within the Technology Park Districts.

- **RTP-Research Technology Park:** The RTP zone provides for a campus-like environment with a variety of parcel sizes designed to accommodate a wide variety of technology and research based businesses, including but not limited to large research and development operations with production and point-of-sale facilities, laboratory, light manufacturing and assembly, professional/corporate offices as well as a limited list of other business support uses.
- **RTP/TO-Research Technology Park/Transitional Overlay:** The RTP/TO zone is similar to the RTP base zone, however with the RTP/TO location more internal to the District and abutting the Village Center, the more intense industrial uses are limited and the professional offices, retail and personal services uses are expanded.
- **RTP/CCO-Research Technology Park/Community Commercial Overlay:** The RTP/CCO zone is similar to the RTP base zone, however the RTP/CCO location at the primary gateway on Road B anticipates integration of commercial uses that complement the RTC uses.
- **RTP/RFO-Research Technology Park/Research Flex Overlay:** The RTP/RFO zone is similar to the RTP base zone with a greater emphasis on light manufacturing uses and research facilities.
- **HC-Highway Commercial:** The HC zone accommodates uses such as hotels, vehicle service stations, restaurants and other retail or service uses serving the Plan Area, surrounding community and region.
- **VCMU-Village Center Mixed Use:** The VCMU zone accommodates smaller format commercial spaces and mixed-use buildings to attract retail/food venues and co-working spaces with integrated residential and office uses permitted. The density range for residential uses in the VCMU is 20.0-40.0 dwelling units per gross acre (du/ac).



B. Residential Zones

The 6 residential zones include 2 types of Low Density Residential, 2 types of Medium Density Residential and 2 types of High Density Residential.

- **LDR-Low Density Residential:** The LDR zone accommodates single family detached homes on standard size lots. Alternative lot configurations such as alley, cluster or halfplex lots may also occur. The density range is 1.0-8.0 dwelling units per gross acre (du/ac).
- **VCLDR-Village Center Low Density Residential:** The VCLDR zone accommodates a variety of home types for those that desire a centralized location in the Town Center. Alternative lot configurations such as alley, cluster or halfplex lots are anticipated in addition to detached standard lots. The density range is 1.0-8.0 dwelling units per gross acre (du/ac).
- **MDR- Medium Density Residential:** The MDR zone accommodates a range of attached and detached housing types, including small-lot subdivisions, duplexes, triplexes, zero-lot-line developments, townhouses and other housing types. The density range is 8.1-19.9 dwelling units per gross acre (du/ac).
- **VCMDR-Village Center Medium Density Residential:** The VCMDR zone accommodates a variety of housing opportunities for those that desire a more centrally located and lively residential experience in the Village Center. Contemporary row houses, townhouse, small lot, cluster and detached units are permitted. The density range is 8.1-19.9 dwelling units per gross acre (du/ac).
- **HDR-High Density Residential:** The HDR zone accommodates a broad range of attached housing types, including triplexes, fourplexes, row houses, and stacked flats (apartments or condominiums). Units can be contained in single structures or in a collection of cohesive structures with common open spaces and amenities. The higher density range provides for the opportunity for multi-story structures with centrally located parking in order to provide urban intensity. The density range is 20.0-40.0 dwelling units per gross acre (du/ac).
- **HDR/CCO-High Density Residential/Community Commercial Overlay:** The HDR/CCO zone accommodates the same uses as described for HDR but additionally permits retail, business and personal services, grocery stores, restaurants to promote a direct, walkable linkage between the adjacent technology park uses and surrounding neighborhoods to enable convenient access to goods and services. The density range is 20.0-40.0 dwelling units per gross acre (du/ac).

C. Open Space/Park Zones

- **VCOS- Village Center Open Space:** The VCOS zone applies to the park, known as The Yard. The uses in the VCOS are primarily recreation, however the zone does allow a variety of commercial uses which complement and support the Village Center.
- **OS-Greenbelts, Promenades and Open Space:** The OS zone applies to the greenbelts, linear open space corridors, the Promenade along the Yard and the detention pond. The uses allowed in the OS are generally passive recreation and stormwater management.

3.3 | PERMITTED USES

The purpose of this section is to establish land use classifications and to explain how land uses are regulated in this document. This section explains the Use Classification system, the allowed use and permit requirements, how uses not listed are regulated, and how similar uses are determined. It is not feasible to list every possible use, so general categories are provided, specific uses are identified as needed, and a process is provided to classify uses that do not clearly fit into a use classification.

In order to simplify land use regulations, land uses listed in the use have been grouped into general categories on the basis of common function, product, or compatibility characteristics. These general allowed use categories are called “Use Classifications.” Use classifications describe one or more uses having similar characteristics but do not list every use or activity that may appropriately be within the classification. The following rules apply to use classifications:

A. Illegal Uses. No use that is illegal under local, state, or federal law shall be allowed in any Zone within the Plan Area.

B. Similar Uses. When a use is not specifically listed in this document, it shall be understood that the use may be permitted if the Director determines that the use is similar to other uses listed based on established criteria and required findings. It is further recognized that every conceivable use cannot be identified in this document and, anticipating that new uses will evolve over time, the Director may make a Similar Use Determination to compare a proposed use and measure it against those uses listed.

3.3.1 Permitted Land Uses and Requirements

Table 3.1 identifies permitted uses in each of the zoning designations. Generally, a use is allowed by right, allowed through issuance of a zoning administrator permit, a conditional use permit, is an ancillary use or is not permitted. Refer to the Woodland Municipal Code (WMC) for detailed description of each approval process.

Minimally, staff level Site Plan and Design Review approval is required for all new construction that requires a building permit with the exception of Tenant Improvements not visible from the public right of way. For residential uses, and for non-residential uses that are permitted by-right, Site Plan and Design Review shall be considered a ministerial action for the purposes of CEQA when plans conform to applicable Development and Design Standards. Site Plan and Design Review for non-residential uses that require a Zoning Administrator or Conditional Use Permit will be considered in conjunction with the review of the required permits, which are considered discretionary for the purposes of CEQA.

All uses are subject to the Performance Standards listed in Section 3.3.2 below and shall demonstrate consistency with the 2035 Climate Action Plan (CAP) as outlined in Section 3.3.3.



The permitting requirements identified in these tables are:

A. Permitted (P). A land use shown with a “P” indicates that the land use is permitted by right in the designated Zone, subject to applicable provisions of this Specific Plan (e.g., development standards, Design Review) and subject to the Performance Standards listed in Section 3.3.2.

B. Zoning Administrator (Z). A land use shown with a “Z” indicates that the land use is permitted in the designated Zone upon issuance of a Zoning Administrator Permit from the designated Approving Authority, subject to compliance with all applicable provisions of this Specific Plan (e.g., development standards, Design Review) and subject to the Performance Standards listed in Section 3.3.2.

C. Conditional (C). A land use shown with a “C” indicates that the land use is permitted in the designated Zone upon issuance of a Conditional Use Permit from the designated Approving Authority, subject to compliance with all applicable provisions of this Specific Plan (e.g., development standards, Design Review) and subject to the Performance Standards listed in Section 3.3.2.

D. Ancillary (A). Ancillary to or in support of an approved primary use.

E. Not Permitted (X). A land use shown with an “X” in the table is not allowed in the applicable Zone.

3.3.2 Performance Standards

All uses as described in Section 3.3.1 are subject to the following Performance Standards. Any deviation or requested exceptions for the standards below are subject to elevated discretionary review and/or environmental review; the Community Development Director shall, at his/her discretion, elevate the permit to a Zoning Administrator or Conditional Use Permit. The performance standards are intended to ensure that uses and activities are conducted in a manner that protects the public health and safety and do not produce adverse impacts on surrounding properties or the community at large.

A. Lighting. All lighting, reflective surfaces, or any other sources of illumination shall be designed and located in a manner that produces no substantial glare on public streets or on any other parcel that could impact public safety or the enjoyment of private property. Lights shall be of the minimum illumination necessary for a given application and shall be directed downward and shielded at lot lines so as to confine all direct rays to the premises on which it is located. Exterior lighting shall be shielded as necessary to reduce offsite light/glare impacts.

B. Fire Hazards. The storage, use, transportation, or production of products which, either in the raw or finished state, constitute a flammable or explosive material shall be subject to approval of the Fire Department (as example, flour milling or nut shell processing). Burning of waste materials in open fires or unapproved incinerators is prohibited.

C. Liquid or Solid Waste. The use, handling, storage, and transportation of waste materials, including hazardous wastes, shall comply with the provisions of the California Hazardous Materials Regulations and any other applicable laws. Discharge at any point into a public or private sewage disposal system, stream, or the ground, of any material that could contaminate any water supply, or otherwise cause the emission of dangerous or offensive elements is prohibited. No exceptions are allowed unless in accordance with regulations, licenses or approvals of the various local and state agencies having jurisdiction over such activities.

D. Odor, Particulate Matter and Air Contaminants. No continuous, frequent, or repetitive odors are permitted that are perceptible on or beyond adjacent lot lines or in the public right-of-way with the exception of food/beverage related odors typical of an urban/mixed use setting such as coffee shop, bakery, brewery related odors. An odor detected no more than a total of 15 minutes in any one day shall not be deemed to be continuous, frequent or repetitive as used in this subsection. No dust or particulate matter shall be emitted that is detectable beyond property lines by a reasonable person without instruments. Exhaust air ducts shall be located or directed away from abutting residentially-zoned properties.

E. Vibration. Machinery used for manufacturing and industrial processes, including oil and gas collection, processing, and distribution must be designed and housed to ensure that vibration will be reduced to an amount undiscernible without the aid of instruments by a reasonable person at the lot lines of the site. Vibrations from temporary construction, demolition, and vehicles that enter and leave the subject parcel (e.g., construction equipment, trains, trucks, etc.) are exempt from this standard.

F. Noise Standards. Noise produced by commercial and/or industrial machinery and/or equipment detected at the property line must be restricted to Monday through Saturday and not begin before 7:00AM and must cease after 6:00PM. Applicants for proposed projects may be required to provide evidence that all of the applicable requirements relating to noise may be satisfied by the project prior to approval. Provisions contained in Chapter 8 of the 2035 General Plan shall apply in addition to other applicable sections of the Municipal Code that relate to noise and nuisance considerations. Table 8.6 of the General Plan provides noise level performance standards that apply to the noise sources themselves for new projects and existing non-transportation sources.

3.3.3. Climate Action Plan Consistency

A. All new development projects and major expansion projects shall provide a summary of incorporated conservation measures, consistent with the City's 2035 Climate Action Plan (CAP), adopted with the General Plan in 2017. For each CAP strategy and related "action" relevant to new development projects, the City will determine: (a) the project is consistent; (b) the project with conditions or when modified would be consistent; (c) the strategy is relevant for new development, but not the subject project; or (d) the project includes one or more replacement strategies that would be equally or more effective in reducing GHG emissions and such replacement strategy or strategies are not included in the CAP or required by any other regulation, standard, design criteria, or other existing requirement.



- B. All projects shall complete and submit the city's Climate Action Plan Consistency Checklist for review and approval by the city prior to project approval. The CAP Checklist allows proposed development projects to demonstrate consistency with the Climate Action Plan.
- C. Consistent with General Plan Policy 2.L.2, all projects shall strive to meet net zero energy consumption through the incorporation of conservation measures above Title 24 standards and shall, at minimum, demonstrate consistency with Cal Green Tier One standards.
- D. Additional GHG reductions strategies and sustainability measures shall be considered in major expansion projects and in the ongoing operations and use of all commercial and residential projects within the Plan Area including, but not limited to Energy Conservation, Water Conservation/Quality and Low Water Landscape measures as outlined in Sustainability Guidelines Sections 3.5.3.B for commercial uses and Section 3.5.12.B for residential.

3.3.4 Temporary and Transitional Uses

The following special uses are encouraged in the Plan Area subject to the permitting requirements, performance standards and in the use descriptions below. The following limited term/temporary uses are intended to provide dynamic and diverse retail opportunities and increased foot traffic throughout the Plan Area, while supporting small startup companies, artists and entrepreneurs.

A. Pop-Up Uses and Mobile Food/Retail Vendors

Pop Up uses refer to the temporary activation of a vacant/underutilized storefront or property for commercial/retail or art/design showcase and sales purposes. Food/Retail Vendors refers to food trucks and mobile retailers.

1. Pop-Up uses and mobile food/retail vendors are temporary in nature, and subject to operating guidelines established by the Community Development Department and subject to a Pop Up and/or Mobile Food/Retail Vendor Permit ("Vendor Permit") issued by the Community Development Department.
2. Pop-Up uses located within a permanent structure do not require a final certificate of occupancy, but do require a temporary certificate of occupancy.
3. Unless otherwise approved in writing by the City's Community Development Department, pop-up and mobile vendors shall be located on private property, not within the public right-of-way. A current City business license and all applicable health and safety permits shall be maintained at all times by any pop-up and mobile vendors.
4. Pop-up hours of operation shall generally be limited to 8am to 10pm, unless otherwise approved by the City.
5. The permitted duration of the use shall be outlined in the Vendor Permit based on the type of use, location and whether they are associated with a specific event or function. Generally, mobile food and retail vendors shall be limited to 2 hour parking, unless associated with an event or function of longer duration. Pop-up uses located within permanent or semi-permanent structures may be permitted for up to 1 year, subject to annual renewal.
6. Pop-Up and mobile vendors are not required to provide off-street parking.

7. Pop-Up uses must adhere to Specific Plan Design Standards and Guidelines, Building Code requirements for signage, restroom and life/fire safety and all Fire and Health Code requirements as applicable.

B. Temporary and Transitional Uses

1. Uses such as coffee kiosks, shipping container eateries/beer gardens, and other “low barrier” entry, transitional and temporary uses may be located within the commercial, Research and Technology Park and Village Center Districts subject to a Zoning Administrator Permit and Transitional/Temporary Use Agreement. Such uses are intended to activate underutilized parcels as more permanent projects are completed over time. The Zoning Administrator Permit shall establish the appropriate timeline for such uses.
2. Transitional Temporary uses must adhere to Specific Plan Design Standards and Guidelines, and Building, Fire and Health Code requirements for signage, restroom and life/fire safety as applicable.



TABLE 3.1: PERMITTED USES		ZONING DESIGNATIONS														
USE TYPES	RESEARCH AND TECH PARK				COMMERCIAL/MIXED USE			RESIDENTIAL					OPEN SPACE			
LEGEND P= Permitted Z = Zoning Administrator Permit C = Conditional Use Permit A = Ancillary to or in support of an approved primary use Blank-- Not Permitted	RTP	RTP/ TO	RTP/ CCO	RTP/ RFO	HC	VCMU	HDR/ CCO	HDR	VCMDR	MDR	VCLDR	LDR	VCOS	OS/GB	Foot notes	
Research/Technology, Light Industrial/Manufacturing/Ag Production and Processing																
Accessory buildings	P/A (1)	P/A (1)	P/A (1)	P/A (1)	P/A (2)	P/A (2)		P (34)	P(34)	P (34)	P (34)	P(34)			1,2,34	
Agricultural Production – Light (3)	P/A			P/A											3	
Agricultural Uses/Structures (3)	P/A			P/A									P		3	
Agricultural or Seed Processing/Packaging and Manufacturing	P	P	P	P												
Brewery/Distillery (see also Microbrewery)	P	P	P	P		P(4)									4	
Commercial Cannabis Testing	C(5)			C(5)											5	
Commercial Cannabis Manufacturing and/or Distribution				C(5)											5	
Hemp Distribution	C(5)			C(5)											5	
Employee oriented services/ amenities (e.g. fitness studio, cafeteria, day care center, ATM)	P/A	P/A	P/A	P/A	P/A	P							P (6)		6	
Light Industrial	P	P(7)	P(7)	P											7	
Medium Industrial	Z(8)			Z											8,9	

LEGEND P= Permitted Z = Zoning Administrator Permit C = Conditional Use Permit A = Ancillary to or in support of an approved primary use Blank-- Not Permitted	RTP	RTP/ TO	RTP/ CCO	RTP/ RFO	HC	VC M U	HDR/ CCO	HDR	VCMDR	MDR	VCLDR	LDR	VCOS	OS/GB	Foot notes
Research and Development including agri-tech, seed research, plant breeding, and similar uses	P	P	P	P		P(4)									4
Specialty Food Processing	P	P	P	P											
Warehouse, Storage and Distribution / Logistics	P(10,11)	P/A(10, 11)	P/A(10, 11)	P(10,11)											10,11
Offices, Business and Professional															
Banks		P	P			P	P								
High-Tech Office and Corporate Headquarters	P	P	P	P		P(4)	P(4)								4
Medical or Dental Offices		P/A	P			P(12)	P								12
Professional and Administrative Offices	P	P	P	P	P/A	P	P								
Retail and Personal Services															
Beauty/Salon/Spa		P	P		P/A	P	P	P(24)	Z(13)		Z(13)		P(6)		6,13,24
General Personal Services		P/A	P		P/A	P	P	P(24)					P(6)		6,24
General Retail (small 25,000sf or less)		P/A	P		P/A	P	P	P(24)	Z(13)		Z(13)				13,24
General Retail (large 25,000- 60,000sf)		P	P		P	Z(14)	Z(25)								14,25
Health/Fitness/Recreation Facility	P/A	P/A	P	P/A	P	P(15)	P(25)	P(15)	Z(13)		Z(13)				13,15,25
Large Format Retail (over 60,000sf)			Z(16)		P										16
Service/Gas Stations					Z(17,18)										17,18



LEGEND P= Permitted Z = Zoning Administrator Permit C = Conditional Use Permit A = Ancillary to or in support of an approved primary use Blank-- Not Permitted	RTP	RTP/ TO	RTP/ CCO	RTP/ RFO	HC	VCMU	HDR/ CCO	HDR	VCMDR	MDR	VCLDR	LDR	VCOS	OS/GB	Foot notes
Eating and Drinking Establishments															
Bar/Night Club		C/A			C	C									
Micro-brewery/Wine Bar/Brewpub		P	P		P	P	P						P(6)		6
Restaurant/Café		P	P	P/A	P	P	P		Z(13)				P(6)		6,13
Restaurant w/ Drive-Thru					Z										
Food and Beverage Sales															
Convenience Market	P/A	P/A	P	P/A	P/A	P	P								
Farmer's Market / Produce Stands		Z/A(19)	P(19)	Z/A(19)		P/A(19)	P(19)						P(19)		19
General Grocery		P	P			P(20)	P								20
Visitor Accommodations															
Bed and Breakfast						Z		Z	Z						
Conference Center	Z	Z	Z	Z	P										
Homestay or Short Term Rental								Z(21)	Z(21)						21
Hotel	Z	Z	Z	Z	P	P (33)									33
Residential Uses															
Accessory Dwelling Unit							P(36)	P(36)	P(36)	P(36)	P(36)	P(36)			36
Single Family Detached									P	P	P	P			
Single Family Attached									P	P	P	P			
Duplex/Halfplex									P	P	P	P			
Townhouse/Row House						P(22)	P	P	P	P	P	P			22

LEGEND P= Permitted Z = Zoning Administrator Permit C = Conditional Use Permit A = Ancillary to or in support of an approved primary use Blank-- Not Permitted	RTP	RTP/ TO	RTP/ CCO	RTP/ RFO	HC	VCM U	HDR/ CCO	HDR	VCMDR	MDR	VCLDR	LDR	VCOS	OS/GB	Foot notes
Multi-Unit Dwelling (3 or more units)						P(22)	P	P	P	P	P(38)				22,38
Home Occupation,Live/Work							P(35)	P(35)	P(35)	P(35)	P(35)	P(35)			35
Family Day Care Homes Less than 14 Children									P	P	P	P			
Family Day Care Homes More than 14 Children									P	P	P	P			
Public, Education, Civic and Governmental Uses															
Religious Institution							C(23)	Z		Z		C			23
Commercial Daycare	P(26)	P(26)	P(26)	P(26)			P(26)	P(26)	Z	Z	Z	Z	P(6)		26,6
Education and Training Services / Vocational School	P	P	P	P		P(4)	Z(29)								4,29
College/University	P	P	P	P			P								
K-12 Public/Private School										P(28)					28
Parks, Recreation, Open Space															
Public or Private Park/Open Space	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Water impoundment/detention	P	P	P	P	P									P	
Community Garden							P	P	P	P	P	P	P	P	
Temporary or Other Uses															
Mixed Use	P(27)	P(27)	P(27)	P(27)	P(27)	P(27)	P(27)								27
Mixed Use w/ Residential						P(27)	P(27)	P(27)	P(27)	P(27)	P(27)				27
Outdoor Materials or Vehicle Storage	P/A(30)	P/A(30, 31)		P/A(30)											30,31



LEGEND P= Permitted Z = Zoning Administrator Permit C = Conditional Use Permit A = Ancillary to or in support of an approved primary use Blank-- Not Permitted	RTP	RTP/ TO	RTP/ CCO	RTP/ RFO	HC	VC M U	HDR/ CCO	HDR	VCMDR	MDR	VCLDR	LDR	VCOS	OS/GB	Foot notes
Transportation/Passenger or Park- and-Ride Facility	Z/A	Z/A	Z/A	Z/A		Z/A									
Pop-Up Food/Retail Vendors (i.e. Food Truck/Mobile Retail)	P(37)	P(37)	P(37)	P(37)	P(37)	P(37)	P(37)						P(37)	P(37)	37
Special Events	P(37)	P(37)	P(37)	P(37)	P(37)	P(37)	P(37)						P(37)	P(37)	37

Table 3.1 Footnotes

1. Limited to 25% of the total net leasable building area
2. Limited to 15% of the total net leasable building area
3. Existing agricultural uses may continue until the area is required for the development of infrastructure or other allowed uses. Agricultural operations shall comply with applicable laws and regulations.
4. If less than 10,000 square feet net leasable building area.
5. Subject to applicable Woodland Municipal Code Commercial Cannabis Business provisions
6. Up to 1.5 acres of retail/commercial uses permitted in the park consistent with master park design plan.
7. Outdoor storage/processing shall be located at least 75 feet from Road B, be screened and clearly in support of and incidental to a primary building and use of property.
8. Zoning Administrator Permit required if conducted wholly or partially outdoors
9. Outdoor manufacturing/assembly shall be located at least 75 feet from Road B and shall be screened from Road B.
10. Commercial and/or Private "mini-storage"/"self-storage" is prohibited.
11. Only permitted as incidental/ancillary to primary business/company operations; not more than 50 percent of primary building square footage.
12. If under 5,000sf and part of a mixed-use development project.
13. Adjacent to VCOS/The Yard only; 2,000 s.f. max.
14. Permitted as part of a comprehensive mixed-use project.
15. Maximum 5,000 s.f. In HDR, maximum of 5,000 s.f. and must be ancillary to a multifamily residential project.

16. Permitted as part of a master planned commercial center requiring a Zoning Administrator Permit.
17. A carwash is permitted as an ancillary use to and specifically a component of a permitted gas station. Standalone carwashes are not permitted.
18. A maximum of one service/gas station is permitted within the Highway Commercial Zone.
19. Subject to Woodland Municipal Code Section 5.12, Farmer's Market License.
20. Permitted if under 20,000 s.f. Zoning Administrator Permit required for larger format grocery store up to 50,000 s.f. max.
21. Allowed subject to implementation of citywide ordinance.
22. Residential unit(s) shall be located above ground floor non-residential uses as part of a mixed-use project.
23. Churches/Religious Institutions shall be located along Road D or Road C within the HDR/CCO zone, away from Road B.
24. Commercial/retail uses within the MDR and HDR zones are permitted as part of a mixed-use project along the perimeter of a subdivision/development project, limited to not more than 2,000 s.f. and shall be compatible with residential uses. Appropriate uses include the following or similar: general retail (small format), personal services (i.e. salon/spa, medical clinic), business related services (i.e. mail/copy center, tech retail), professional offices, tech firms, café/restaurant, convenience market. At the discretion of the Community Development Director, conditions that limit noise, odor or other potential impacts to adjoining residential uses may be required and/or the Director may elevate review/approval to a Zoning Administrator Permit or Conditional Use Permit.
25. Large format retail and health/fitness/recreation facilities up to 60,000sf are permitted within the HDR/CCO zone along Road B only.
26. Permitted (ancillary to) as part of a multifamily project or commercial development; not permitted as a standalone use on a parcel.
27. Mixed uses are permitted, consistent with the manner in which the individual uses are otherwise allowed in the zone. The review required will be dependent upon the most restricted use intended for the development.
28. A public school is permitted only within the MDR zone located south of Parkland Avenue, north of Road E, between Road B and the HLA greenbelt.
29. Trade or Professional Schools compatible with adjacent residential uses (i.e. produce low noise, odor, dust, vibration, etc.) are permitted within the HDR/CCO zone along Road B only, subject to a Zoning Administrator Permit.
30. All materials stored outside must be screened from public view.
31. Outdoor storage shall be at least 75 feet from Road B, be screened and be clearly in support of and incidental to a primary building and use of property.
32. Subject to Special Use Regulations outlined in Section 3.3.3.
33. Boutique hotel only.
34. Subject to Woodland Municipal Code Accessory Buildings and Uses provisions.
35. Subject to Woodland Municipal Code Home Occupation provisions.
36. Subject to Woodland Municipal Code Accessory Dwelling Unit provisions.
37. Subject to Woodland Municipal Code Special Events provisions and Special Use Regulations, Section 3.3.3 as applicable.
38. Not more than 4 units shall be permitted on a single parcel.



3.4 | SITE DEVELOPMENT STANDARDS

3.4.1 Format and Use of Development Standards and Design Standards and Design Guidelines

This document provides both **Site Development Standards and Design Standards and Design Guidelines (DS/DG)**. Together, the development standards and DS/DG contained in this chapter seek to promote coordinated, sound development, effective use of land, and high quality site planning that considers the unique character and context of the community. These development standards and DS/DG implement the goals and policies of the W RTPSP and the General Plan.

The **Site Development Standards**, Section 3.4.2, define the dimensional requirements that apply to structures built within each of the land use designations, including required lot sizes, lot coverage; setbacks; building and structure heights; and other requirements related to the building envelope, location, and configuration of buildings and structures which are unique to the Plan Area. The Design Standards and Design Guidelines, found in the following Section 3.5, address the desirable features of the land uses identified in the Specific Plan to achieve a desired level of quality for the physical environment.

3.4.2 Site Development Standards

The site development standards contained herein set the basic, quantitative requirements for development that support the goals and policies of the SP. The site development standards included herein are intended to establish the minimum design parameters. The intent of these standards is to permit flexibility to encourage a wide range of building types and innovative designs. It is anticipated that over the life of the Specific Plan, modifications to development standards and introduction of additional building types may be requested as part of specific site design, tentative map and design review process. Modification(s) to the standards as proposed by a developer/builder during site development and design review of individual Planning Areas and/or Tentative Maps, may be considered subject to the procedures outlined in Chapter 7, Section 7.4.1 via a Specific Plan Amendment or a Minor/Administrative Modification. The Site Development Standards are provided in Tables 3.2 for the Research Technology Park and Commercial Zones and Table 3.3 for Residential Zones.

Table 3.2: Site Development Standards for RTP, Commercial and Mixed Use Zones

ZONING	RTP	RTP/TO	RTP/CCO	RTP/RFO	HC	VCMU
Site and Building Criteria						
Max Lot Coverage(1)	70%	70%	70%	70%	60%	100%
Floor Area Ratio(2)	0.20 min 2.0 max	0.20 min 2.0 max	0.20 min 2.0 max	no min 2.0 max	0.25 min 2.0 max	0.6 min 4.0 max
Max Building Length	650' (20)	400' (3)(20)	400' (3)(20)	650' (3)(20)	200'	50' (4)
Min/Max Lot Size	None	None	None	None	None	None
Streetwall Frontage Minimum(10)	None	Road B 60%(20)	Road B 60% (20)	None	None	Road B and Marston 70 %
Minimum Common Open Space(5)	5%	5%	5%	5%	5%	No fixed standard
Setbacks and Separations						
Front Setback(6)(7)	10' min no max (20)	5' min (8) 20' max along Road B(20)	10' min 25' max, 20' max along Road B(20)	10' min no max(20)	10' min no max	5' min 15' max (8)(9)
Side (interior) and Rear Setback	10' side and rear (11)(21)	10' side and rear (21)	10', 20' max from Road 25A	10' (11)(12)	10'	No fixed standard (13)
Building Separation	15' min (1-3 stories) 30' min (4+)	15' min (1- 3 stories) 30' min (4+ stories)	No fixed standard	15' min (1- 3 stories) 30' min (4+ stories)	No fixed standard	No fixed standard
Building Height⁽¹⁸⁾						
Min/Max Height (19)	No min 65' max	25' min 65' max	25' min 65' max	No min 65' max	No min 70' max	25' min 55' max
Vehicular and Bicycle Parking						
Vehicle Parking	Per Parking Use and Needs Statement (14)	Per Parking Use and Needs Statement (14)(16)	Per Parking Use and Needs Statement (14)(16)	Per Parking Use and Needs Statement (14)	Per Parking Use and Needs Statement (14)	Per Parking Use and Needs Statement (14)(17)
Bicycle Parking (15)	10% of vehicular spaces	10% of vehicular spaces	10% of vehicular spaces	10% of vehicular spaces	10% of vehicular spaces	10% of vehicular spaces


Table 3.2 Footnotes for RTP and Commercial Zones:

1. Lot coverage shall be determined by the total area of the footprint of all structures on a lot divided by the total gross lot area. Greater lot coverage may be permitted subject to compliance with minimum development standards, including, but not limited to parking, landscaping and storm drainage.
2. Floor Area Ratio (FAR) may be exceeded as determined by the City Council if a proposed project is within 500 feet of publicly accessible and usable open space and/or provides a community benefit not otherwise required by the City, such as additional publicly accessible open space; public art; landscaping that exceeds minimum City requirements; buildings of exceptional architectural quality; building massing and articulation that serves to reduce the visual impact of higher FAR beyond minimum requirements, and/or other community benefits.
3. Buildings over 300' in length shall demonstrate exceptional design and architectural detail where fronting Road B to actively engage the streetwall and pedestrian realm. Enhanced design elements shall include, but are not limited to well-articulated entryways, variation in massing, authentic architectural detailing and transparent glazing at the street level.
4. Maximum distance between building entrances; building breaks not required.
5. Usable open space may include a combination of shared paseos/pathways as well as courtyards/plazas or private greenspace. Calculations based on gross floor area of building(s).
6. Setbacks shall be measured from the edge of the ultimate right-of-way adjoining the lot, as identified by street sections in Chapter 4 of the Specific Plan.
7. Decorative landscaping or enhanced pedestrian walkways/gathering spaces shall be incorporated within front setback.
8. Upper floors over three stories should step back a minimum of 5 feet from the required minimum setback, if fronting Road B.
9. Within the VCMU, the maximum 15-foot front setback may be increased to allow for a well-designed outdoor dining/gathering space that includes vertical and horizontal elements which simulate a streetwall feel such as a pergola, landscaped trellis, umbrellas, and string lights.
10. Zone standard represents the minimum percentage of the parcel/property that shall be developed at the minimum setback line. Flexibility to increase the minimum setback may be granted to allow for well-designed outdoor space that includes vertical and horizontal elements and other circumstances where additional building setback is necessary.
11. Buildings adjacent to Hwy 113 shall maintain a 20-foot landscaped buffer between the building and the Cal Trans right-of-way.
12. A minimum 150-foot buffer is encouraged, where feasible, along the southern edge of the Plan Area, adjacent to agricultural lands along the urban limit line.
13. 10' minimum setback from residential uses on adjacent parcels (i.e. MDR zone)
14. On-site parking shall be determined by business owner/applicant based on information provided by owner/applicant in a parking use and needs statement. Maximums shall be based on the standards outlined in Section 3.5.3.F for RTP/HC, or 3.5.9.G.6 for VCMU.

Table 3.2 Footnotes for RTP and Commercial Zones (Continued):

15. The number of bike parking spaces provided shall be a minimum of 10 percent of the total number of vehicular spaces provided or credited to the project.
16. Not more than 30 percent of the Road B frontage shall be permitted for on-site vehicle parking, including aisles and backup area.
17. On-site parking shall not be permitted along Road B within the VCMU zone.
18. The building height measuring point (BHMP) shall be established at the existing grade at the mid-point of the building façade of the principal building that is closest to a street.
 - a) The height of a building with a flat roof shall be measured from the BHMP to the highest point of the roof excluding parapets and balustrades not exceeding 4 ft. in height.
 - b) The height of a building with a roof that is not a flat roof shall be measured from the BHMP to the average level between the highest eave, not including the eave of a dormer and the highest point of the roof; and where there are no eaves, the average level shall be measured between the top of the highest wall plate and the highest point of the roof.
19. Height limitations shall not apply to architectural features such as tower elements, cupolas, domes, or similar, or parapets that do not extend more than 10 percent above the height of the building as defined in footnote 18.
20. Exceptions to the Maximum Building Length, Streetwall Frontage and Front Setbacks in the RTP, RTP/TO, RTP/CCO zones may be granted for large RTP users of buildings 100,000 square feet or larger subject to approval of the Planning Commission and a finding of consistency with the Specific Plan goals and policies and with the Specific Plan EIR. Building and site design elements shall include, but are not limited to: well-articulated entryways, inclusion of expansive common open space that provide visual and physical linkages to the VCOS, variation in massing, authentic architectural detailing and transparent glazing at the street level.
21. Parcel and building configurations in the RTP/TO zone may incorporate portions of the RTP zone in order to accommodate larger buildings, provided that the buildings achieve the design objectives of both the RTP and the RTP/TO zone, particularly the street frontage, the relationship to the public realm and creating pedestrian linkages.

**TABLE 3.3: SITE DEVELOPMENT STANDARDS FOR RESIDENTIAL ZONES**

ZONING	LDR-NORTH VILLAGE	LDR-EAST VILLAGE	VCLDR	MDR	VCMDR	HDR	HDR/CCO	FOOT NOTES
Site and Building Criteria								
Max Lot Coverage	50%	60%	60%	70%	70%	75%	75%	
Density(dwelling units /gross acre)	1.0-8.0	1.0-8.0	1.0-8.0	8.1 -19.9	8.1 -19.9	20.0-40.0	20.0-40.0	
Min. Lot Width	60' (9)	50' (9)	50' (9)	25' (9)	25' (9)	None	None	
Minimum Lot Size Interior/corner Detached lots	5000 int/ 6000 corner	4000 int/ 5000 corner	4000 int/ 5000 corner	None	None	None	None	
Minimum Lot Size interior/corner Duplex lots	6000 int/ 7000 corner	6000 int/ 7000 corner	6000 int/ 7000 corner	None	None	None	None	
Suggested Block Length/ Maximum	±400' to 600' / 800' max (4)	±400' to 600' / 800' max (4)	±400' to 600' / 800' max (4)	±400' / 500' max (4)	±400' / 500' max (4)	±400' max (5)	±400' / 800' max (5)	4,5
Setbacks and Separations (1,2)								
Front Setback Min/Max (9)	20' /no max	15' /no max	10' /no max (6,8)	10' /20' (7)	5' /20' (6,7,8)	10' /30'	10' /30'	1,2,6,7 ,8,9,18
Min. Side Setback int/corner (9)	5' /15'	5' /15'	5' /15'	0' /10' (13)	0' /5' (13)	10' /10'	10' /10' (14)	1,2,9, 13,14
Min. Rear Setback (9,10)	20' min (16)	15'	15'	5' (15)	5' (15)	0' (16)	10' (17)	1,2,9, 10,15, 16, 17
Minimum Building Separation	n/a	n/a	n/a	10' for 1-2 stories 15' for 3+ stories	10' for 1-2 stories 15' for 3+ stories	10' for 1-2 stories 15' for 3+ stories	10' for 1-2 stories 15' for 3+ stories	
Building Height								
Min/Max (3)	0' /35'	0' /35'	0' /35'	0' /45' (11)	0' /45' (11)	2 story 25' /55'	2 story 25' /55'	3,11
Vehicular Parking								
Minimum spaces	2 garage spaces	2 garage spaces	2 garage spaces	1 garage space per 1 bedrm, 2 spaces /2+ bedroom	1 garage space per 1 bedrm, 2 spaces / 2+ bedroom	1 space /studio or 1 bedrm, 1.5 spaces /2 bedrm 2 spaces /3+ bedrm(18)	1 space /studio or 1 bedrm, 1.5 spaces /2 bedrm 2 spaces /3+ bedrm(18)	18
Bicycle Parking								
Minimum spaces	None	None	None	None	None	1/unit	1/unit	

Table 3.3 Residential Site Standards Footnotes:

1. Where applicable (i.e. adjacent to public right-of-way), setbacks shall be measured from the edge of the ultimate roadway right-of-way adjoining the lot, as identified by street sections in Chapter 4 of the Specific Plan.
2. Minimum setbacks shall be governed by the Uniform Building Code and Fire Code for use or occupancy and type of construction.
3. The maximum building height measurement is as noted in the table, except where modifications/exceptions are permitted in the City's Zoning Ordinance for such design features as chimneys, cupolas, flag poles or similar.
4. Where residential block sizes exceed 600 feet in length, a mid-block paseo shall be provided. See Section 3.5.12.A.18.
5. Max 300' between pedestrian access points/mid-block paseo
6. Residential units adjacent to The Yard shall front or appear to front on to the park (i.e. units may include double frontages or provide secondary access from a rear alley).
7. If fronting Marston, min. 15' front setback from back of path, including 2' clear recovery zone (see Chapter 4, Street Section F and C-1).
8. When adjacent to The Yard (VCOS), setback shall be 5' min/15' max as measured from the eastern edge of the Pedestrian Promenade.
9. For rear/alley load garages, courtyard/T style unit layouts or other non-traditional subdivision layout, setback and/or lot width deviations will be considered on a case by case basis based on a finding that adequate unit separation for light, air and ventilation and private open space is still maintained as determined by the Community Development Director. For non-traditional subdivision layout, alleys or shared space may be counted in setback calculations. Where projects are located adjacent to existing residential development, setback standards shall be maintained except as provided for in Chapter 7, Section 7.4.1.2, Minor/Administrative Modification.
10. Residential units shall not back on to greenbelts trails or pedestrian paths/paseos.
11. Maximum height may be increased for exceptional design quality. Massing and design shall consider pedestrian scale and proximity/adjacency to lower story residential units.
12. A minimum of 60 percent of the Road B frontage ground floor uses within the HDR/CCO zone shall consist of commercial/retail uses. Commercial use is required at the corner of CR25 and Road B. See Section 3.5.13.A.3.
13. 5' minimum interior side setback if adjacent to LDR/VCLDR Zone.
14. 20' maximum side yard setback if adjacent to Road B or CR 25A.
15. 10' minimum rear yard setback if abutting LDR/VCLDR zone.
16. 10' minimum rear yard setback if abutting Road B; 30' minimum rear yard setback if abutting Hwy 113.
17. 20' minimum rear yard setback if abutting CR 25A.
18. HDR and HDR/CCO shall provide 1 guest space per every 5 units and 1 manager space.



3.5 | DESIGN STANDARDS AND DESIGN GUIDELINES

3.5.1 Purpose

The design standards and guidelines contained in this chapter seek to encourage innovation in development, to provide a quality community that meets anticipated demands for housing, services and employment while allowing a variety of approaches to design that establishes a sense of place in a healthy, safe and sustainable manner. Together these Design Standards and Design Guidelines (DS/DG) address the desirable features of the land uses identified in the Specific Plan and to achieve a desired level of quality for the physical environment. Design Standards are a set of threshold requirements. Design Guidelines are a set of discretionary statements/recommendations.

The purpose of the DS/DG is to provide design recommendations and guidance for projects within the Plan Area, with the overarching goal to result in sustainable developments that are cohesive and well designed. The DS/DG inform development in ways that are environmentally conscious, economically sound and, when properly applied, achieve quality design, improve the community's safety, health and livability. The DS/DG emphasize projects that complement the character of the Plan Area and surrounding community, support pedestrian and bicycle friendliness and embrace a broad spectrum of sustainable practices.

3.5.2 Format of the DS/DG

Required Design Standards provided in this section are recognizable by the words “shall”. Design Guidelines provide direction and vision for preferred outcomes and are recognizable by the words “should”. The DS/DG are organized into three sections by District- Research and Technology Park, Village Center and The Villages. The General DS/DG for each District are provided first, then Special Character Guidelines follow for selected zones within the District. The content is as follows:

Part 1:

- General DS/DG for zones within the Research and Technology Park District (RTP, RTP/TO, RTP/CCO, RTP/RFO, HC)
- Special Character Guidelines for RTP, RTP/TO, RTP/CCO, RTP/RFO, HC

Part 2:

- DS/DG for zones within the Village Center District (VCMU, VCLDR, VCMDR, VCOS)

Part 3:

- General DS/DG for zones within The Villages District (LDR, MDR and HDR, HDR/CCO)
- Special Character Guidelines for HDR, HDR/CCO, MDR and LDR East Village and LDR North Village

PART 1: DESIGN STANDARDS AND DESIGN GUIDELINES FOR RESEARCH AND TECHNOLOGY PARK DISTRICT

The Research and Technology Park District encompasses the North and South Campuses. Section 3.5.3 addresses the general standards and guidelines which apply to all zones within the Research and Technology Park (RTP) District, as shown in the figure to the right. In addition, five (5) Special Character Guideline Sections are provided. Special Character Guidelines address the unique characteristics or features in all 5 zones within the District and are intended to complement and enhance the broader RTP DS/DG in Section 3.5.3. If conflicts arise between the General Guidelines and the Special Character Guidelines, the Special Character Guidelines shall take precedence.

3.5.3 General DS/DG for all Zones within the Research and Technology Park District

The following standards and guidelines apply to all development within the RTP, RTP/TO, RTP/CCO, RTP/RFO and HC zones.



A. Architecture and Massing

Architectural Style and Building Materials

1. Building design within the North and South Campus should incorporate and convey a clean, contemporary, ag-tech/ag-industrial architectural style that takes inspiration from the agricultural roots of Woodland.
2. Simple yet varied architectural design is preferred. Materials and colors should be well thought out to provide a unified and attractive exterior, but should generally be limited to one base material and not more than two accent materials to avoid an overdone or busy appearance.
3. High quality and durable materials such as solid wood, metal, glass, stone, concrete, and brick, shall be used on all buildings, with particular attention paid to finish types and



Buildings within the North and South Campus shall utilize high quality and durable materials and convey a clean, contemporary or ag-tech/ag-industrial style.



- surface textures that enhance visual interest and variety particularly at the pedestrian level.
4. Naturally finished metal, concrete (board-formed encouraged), and wood are appropriate as accent materials.
 5. The use of stucco siding is permitted but should be limited. Heavy knock-down or “lace” stucco finish is not appropriate.
 6. Matte finishes are preferred; highly reflective surfaces are generally not appropriate and should be used sparingly as accents only.
 7. A neutral, yet contemporary color scheme that incorporates limited, bold accent colors is encouraged.

Entryways



Building entrances should incorporate distinctive design elements as well as awnings and lighting for employee and visitor comfort and security.

8. Entryways should be harmonious in design with the overall building and have a defined relationship with fronting streets or pedestrian-oriented common areas where secondary access is provided.
9. Building entryways should be distinct, simple and clearly visible to pedestrians.
10. Primary entrances should be recessed with proper overhead covering and lighting as well as distinctive design elements, landscaping or art. Entryways should be properly sized to provide covering and shelter year-round.

Highway 113 Interface

11. Exterior building facades facing SR 113 shall be of the same or similar design quality as the primary building frontage including materials, massing and fenestration to the extent feasible. Long expanses of blank walls and unarticulated facades should be balanced in the overall scale of the building where visible from the public right-of-way.
12. Loading bays and parking areas along SR 113 must be substantially landscaped or screened from public view.

Limit Blank Walls

13. Building facades shall provide distinction and interest through the use of varied wall planes and materials, awnings, fenestration and other appropriately scaled architectural details that create a sense of depth on the wall surface.

Windows

14. For commercial and retail storefronts, windows should be a minimum of 9' feet in height and inset or recessed from the wall plane for visual interest and shadow line.
15. Highly reflective or opaque window glazing is generally not appropriate.
16. Proper glazing should enhance visibility and connection between indoor and outdoor spaces, particularly at the pedestrian/street level.



Proper window glazing should enhance visibility and connection between indoor and outdoor spaces, particularly at the street level.

Rooflines and Cornices

17. Rooflines should be considered in the overall building design and should provide an attractive termination of the building through the use of a decorative cornice or parapet, continuous banding or trim or other architectural features that help clearly define the building edge.
18. Shed and flat roofs are more typical of contemporary buildings, however a simple gable roof can also appear modern with appropriate pitch and use of materials. A mix of simple, projecting cornices and overhangs as well as rooflines that feature a clean edge profile are encouraged.
19. When applicable, decorative parapets should be extended around the sides of a building and contain necessary depth to appear as an integral part of the building design and form.
20. Articulation of the building facade and roof line should be considered when a flat roof is provided to help break up rectangular massing.

Light Fixtures

21. Building and on-site lighting shall reinforce and enhance the architectural style of the development project.
22. Where appropriate and complementary, up-lighting or rooftop lighting is encouraged to accentuate major architectural details, building form and/or landscape elements at night.
23. Lights shall be properly shielded to preserve a "dark sky."
24. Required illumination shall, at minimum, meet Uniform Security Code requirements as set forth in Title 15 of the Woodland Municipal Code.

B. Sustainable Design

Energy Conservation

1. A comprehensive approach to energy conservation should be employed in individual projects (new construction and/or expansion), in ongoing operations and use, as well as in collaboration with other campus-wide initiatives that may be developed, including the following strategies:

- Work spaces should be designed to support direct access to natural light for as many occupants as possible to reduce the demand and use of artificial lighting and improve worker comfort and efficiency.
- Use of street trees, shading devices, cool pavements in parking lots and cool roofs, to reduce heat gain and reduce the urban heat island effect.
- Use of high-performance building envelopes, including insulation of floors, walls, and ceilings that exceed Title 24 standards, use of low-e glass and other high-performance curtain wall or glazing systems.
- Employment of heat recovery ventilation within residential or non-residential buildings, which rather than venting warm exhaust air outside, captures the exhaust air and uses it to preheat incoming air.
- Use of energy-efficient appliances and lighting that meet, at minimum CalGreen Code Tier 1 standards.
- Sustainable, local and renewable building materials should be used whenever feasible.



Natural and energy efficient lighting should be incorporated where feasible to improve building efficiency and employee comfort.

Water Conservation/Quality



Low impact development techniques including bioswales allow for the collection and filtration of stormwater runoff.

The following guidelines are recommended to minimize water use and/or improve water quality:

2. Use high-performance water fixtures that reduce water consumption and reduce demand on the water supply and the amount of waste-water entering the waste-water system.
3. Design streets, parking lots, and building surfaces to collect stormwater run-off using low impact development techniques, such as bioswales or other biofiltration systems.
4. Capture rainwater in cistern or other devices to supply water for landscape irrigation during dry months or channel rainwater from building rooftop drains to landscaping in common areas.

Low-Water Landscape

5. Landscaping should consist of climate-appropriate plantings, including drought-tolerant and native species suited to Woodland.
6. Use of permeable and porous pavement in parking areas to treat and attenuate stormwater flows should be used, where feasible, to reduce stormwater run-off. Trees and plants conducive to absorbing stormwater particulates, are encouraged within these planting areas.
7. Landscaping should consist primarily of mulch, flower planting beds, and naturalized groundcovers, including native grasses and shrubs. Non-living groundcovers, such as bark, cobbles, and stones are also encouraged to supplement the primary groundcover and, thereby, reduce maintenance and irrigation demand.
8. Install climate sensitive irrigation systems and other water-efficient bubblers and drip irrigation systems.
9. Coordinate with the City on use and treatment of recycled water for the irrigation of common area landscaping and public parks.

C. Landscaping

Refer to Section 3.5.3.F, Driveways, Parking and Services Aisles for parking lot landscape/shade requirements. Private and public landscaping shall be consistent with the master landscape palette for the Research and Technology Park District.

Native Landscaping

1. A variety of shrubs and groundcover species should be used along the base of buildings to soften and anchor the foundation and along pathways to define edges and transitions.
2. Native plant species should be used whenever possible, including native grasses and shrubs.
3. Pollinator friendly planting and maintenance practices shall be integrated into each site's landscaping.
4. Lawns and highly ornamental landscaping that require frequent pruning and maintenance should be used sparingly to accentuate important public nodes, plazas, gathering areas and where desirable for recreation.



Landscaping shall be provided in setback areas adjacent to the public right of way to soften the transition between the sidewalk and built environment.

Yard Setbacks

5. Setbacks areas, including easements for utilities where feasible, shall incorporate landscaping except where screened from the public right-of-way and public or private open space.
6. Vegetative matter shall be designed to cover 75 percent of required landscaped areas. Exceptions may be granted on a case by case basis.

Trees

7. Tree planter dimensions shall be no less than 6' x 6', and should correlate with the ultimate size of the tree species.
8. Soil analysis shall be performed after site grading and paving is complete and any amendments incorporated per recommendation of a licensed landscape architect.
9. Where appropriate and feasible, Valley Oak trees (*Quercus lobata*) shall be incorporated into open space areas, reflective of the City's historic natural landscape.



Where appropriate landscape design should incorporate Valley Oak trees and/or other native trees reflective of Woodland's historic and natural landscape.

Container Size

10. Trees shall be a minimum of 15-gallon size and shrubs a minimum of 5-gallon size at the time of planting.

D. Screening, Walls and FencingOutdoor Storage

Outdoor storage of materials shall be attractively screened from public view.



1. Outdoor storage of goods and materials shall generally be screened from public view by way of landscaping, berms, decorative fencing and/or masonry walls, which are architecturally compatible and complementary to the overall project.
2. Where applicable, screen planting shall be designed to achieve a 75 percent summer opacity and 60 percent winter opacity within 3 years of planting.

Mechanical Equipment

3. All utility and mechanical equipment and service areas shall be located generally away from or adequately screened from public view.
4. Backflow prevention devices shall not be located within the public right of way or along primary pedestrian streets. All domestic, fire, and landscape backflow prevention devices shall be screened with landscaping or low fences/walls.

Limited Use of Walls and Fencing

5. Walls and fencing should be limited to specific screening and/or security purposes and should generally not be used for separation of uses/parcels within the North and South Campus.

6. Low decorative walls or fencing may be used in limited capacity to delineate shared or private open space and outdoor dining/patio areas; but should not exceed 36 inches in height within the front setback area or adjacent to public right-of-way.
7. Fencing located outside of the front setback for screening and/or security purposes shall not exceed eight feet in height. All fences over six feet in height require a building permit.

Design

8. Long expanses of fencing or walls visible to the public shall incorporate enhanced detailing, decorative pilasters and/or the height and wall plane shall be varied to minimize a long and monotonous appearance.
9. Where feasible, fencing and walls should be combined with landscaping to soften the overall appearance and discourage graffiti.
10. All wood fences shall be treated with a semi-transparent, pigmented stain and sealant.
11. Standard chain link fencing as well as barbed/concertina wire or similar boundary security materials are not appropriate.

E. Trash and Recycling

Enclosures

1. Trash and recycling enclosures shall consist of the same or similar design and materials as the overall project and shall adhere to City trash and recycle enclosure specifications.
2. Enclosures shall be located to the side or rear of the building, generally away from public view and separated from adjacent parking stalls by a minimum 3-foot-wide planter.
3. Trellis structures and vines are encouraged as a means of screening the sides and rear of trash enclosures.
4. The area around trash enclosures shall be kept free of trash and debris.

F. Driveways

Driveway Location

1. Driveway placement should avoid disrupting the streetwall and pedestrian environment and shall be located behind or to the side of buildings whenever possible.
2. Lots with frontage on arterial streets, including along CR 25A, shall locate driveway access on internal side streets. If the only frontage is on a major access street, consolidated access at a single driveway should be provided, if feasible.

Driveway Spacing

3. The minimum spacing or separation requirements for driveways on local or collector streets shall be as follows, unless otherwise approved by the City's Traffic Engineer:
Local Streets: 100 feet between driveways; 150 feet from an intersection.
Collector Streets: 150 feet between driveways; 200 feet from an intersection.
4. Where driveway location standards can't be met for a parcel, the City may require access to that parcel achieved via cross-access over an adjacent parcel.



Driveway Consolidation

5. The consolidation of driveways within adjacent parcels shall occur whenever possible.

Driveway Design

6. Driveways shall be a minimum width of 25 feet and a maximum width of 40 feet at the back of the sidewalk.
7. Driveway width and placement shall accommodate truck turning movement and clearing without blocking roadways.
8. Access driveways shall provide adequate length to accommodate off-street vehicle stacking needs during times of peak use.
9. Driveways should incorporate material changes to alert pedestrians of potential conflict.

G. Vehicle and Bicycle Parking

Off-street Parking

1. Off-street parking shall be determined by the business owner/applicant based on information provided by owner/applicant in a parking use and needs statement, subject to approval by the Community Development Department.



Parking lots shall consist of landscaping, tree canopy and clearly defined pedestrian walkways to adjoining buildings.

2. The maximum number of off-street parking spaces shall not exceed the following amounts, unless otherwise approved by the Community Development Director:

Hotel: 1 spaces per room, plus 1 space for the manager

Commercial, Business Support Retail: 1 space per 300 gross square feet

Office, Flex, Research and Development: 1 space per 300 gross square feet

Light Industrial: 1 space per 500 gross square feet

Manufacturing, Storage, Warehouse: 1 space per 2,000 gross square feet

Restaurants, cafes, micro-brewery: 1 space per 4 seats

On Street Parking

3. On-street parking spaces adjacent to the property street frontage may be considered and counted when determining parking needs.

Shared or District Parking Facilities

4. Multiple buildings within the same cluster or block should be designed to share parking and off-street loading facilities and service areas, to the extent possible.
5. Future parking needs may be phased by allocating space for such needs, but allow for other uses until the parking use is required. Landscaped areas that can be converted to expanded parking or building coverage are preferred in lieu of constructing oversized parking lots.

Reduced Parking Demand

6. Projects shall demonstrate that parking reduction strategies have been incorporated to reduce on-site parking demand through Transportation Demand Management strategies such as but not limited to the following:

Parking cash-out for employees; Subsidized transit passes or car sharing programs; dedicated parking spaces near building entrances for rideshare and carpools; guaranteed ride home program; alternative work week and flex-time schedules; telecommuting or work-at-home programs; dedicated employee housing; compliance with City VMT/TDM ordinance, as available; participation in City VMT fee program, as available.

Bike Parking Facilities

7. Bicycle racks shall be placed near building entrances, in safe, well-lit locations, and permanently anchored to a hard, dust free surface, preferably asphalt or concrete slab, and installed in a manner which allows adequate space for access to the bicycle and locking device.
8. Covered and secured bike parking shall be incorporated into each project for use by employees and visitors. The use of bike lockers is encouraged where feasible.
9. Facilities such as locker rooms, showers (2 minimum) or similar facilities are required in all general industrial, office and research technology buildings over 50,000 s.f. and encouraged in all other commercial developments.
10. The number of bike parking spaces provided shall be a minimum of 10 percent of the total number of vehicular spaces provided or credited to the project (e.g. 200 vehicle parking spaces provided multiplied by 10 percent = 20 bike parking spaces required).



Bike lockers are encouraged throughout the North and South Campus for use by employees and visitors. Lockers should be located in lighted and highly visible locations.

H. Loading

Service Aisles and Loading Space

1. Loading and service aisles shall be constructed of durable materials and designed to support safe and efficient access for delivery or service trucks.
2. Where loading and service aisles may function as secondary or informal access ways, consideration should be given to design as well as function.
3. Where necessary, screening may be required to reduce noise and visual impacts associated with service aisles.
4. Uses with operations requiring a heavy volume of truck traffic shall have separate truck parking areas that are clearly delineated.
5. Designated pull-out or drop-off locations should be provided such that driveway or access to parking is not impeded.



Loading Area Design Standards

6. Loading bays shall be adequately sized and spaced to provide adequate space for vehicles, whether rear loading or side loading at any loading dock, door, or area, without encroaching into required parking spaces or driveways.
7. Loading bays shall not be less than 10 feet in width, 25 feet in length, and 14 feet in height. For semi-trucks, there shall be at least 85 feet from the edge of the loading dock to the far edge of the maneuvering area. Extended trailers and larger docks may require up to 130 feet.
8. One truck loading and unloading space for buildings with a gross floor area of 7,500 square feet or greater should be provided, plus one additional space for each additional 20,000 square feet or fraction thereof unless otherwise approved by the Community Development Department.
9. Flex office and office condominiums having need for only occasional shipping or receiving of goods may use a portion of the driveway or parking area for temporary loading and unloading.

I. Signage and Wayfinding

Setback, Height and Area Requirements

1. Design Review approval is required for all new signage. Sign setback, height and area requirements are subject to Table 3.4.

Table 3.4 RTP and Commercial Signage Standards					
	Max Sign Height		Min Setback from Property Line	Total Sign Area Per Business	Max Total Sign Area Per Business
Zone	Wall Mounted	Ground Mounted	Ground Mounted	All Permanent Signs	All Permanent Signs
RTP, RTP/RFO	40ft	12ft	10ft	The length of building frontage x 2	300 s.f.
RTP/TO, VCMU	30ft	8ft	3ft	The length of building frontage x 2	175 s.f.
RTP/CCO, HDR/CCO	20ft	12ft	5ft	The length of building frontage x1.5	175 s.f.
HC	30ft, shall not exceed height of hotel	12ft	10ft	The length of building frontage multiplied by 2	200 s.f.
VCOS, OS/GB	Commercial uses permitted with the VCOS (The Yard) shall be subject to the standards and guidelines applicable to the VCMU zone; otherwise signage within the VCOS, OS and GB zones shall be consistent with Park and Greenbelt Master Plan.				



Pedestrian oriented blade signs are encouraged in the Community Commercial Overlay Zones.

Location

2. Signs should be considered during building design and properly scaled and located so as not to dominate or interfere with architectural detailing and overall building façade.
3. In general, signage should not be placed more than 20 feet above the sidewalk or be located above the building streetwall height if upper stories are stepped back.
4. Multi-tenant signage should be coordinated and cohesive in appearance including consistent sizing and lighting requirements.
5. Customized projecting, blade signs or under canopy

signs are encouraged within the Community Commercial Zone or where commercial uses are incorporated within mixed use projects. Blades signs must provide at least 8 feet of vertical clearance as measured from the sidewalk to the base of the sign.

6. Signs and structural features shall be subject to cross visibility requirements as outlined in the Woodland Municipal Code and subject to review and approval by the City Traffic Engineer.

Text

5. Signs may only contain the name and logo or symbol of the business and its street address. Trade slogans are not permitted.
6. Logos shall not exceed 4 square feet in size except if it is determined by City Planning staff that building scale or other factors, such as enhanced design and quality, warrant increased logo square footage.

Materials and Design

7. Signs shall be constructed using durable, fade and weather resistant materials such as stone, tile, cast concrete, or other similarly durable masonry, metal or wood materials that complement the architectural design and style of the building.
8. Unique and creative sign design is encouraged to enhance the unique identity of the Plan area.
9. Faded or damaged signs shall be replaced or repaired in a timely manner.
10. Cabinet or box signs, roof mounted signs, window signs above the second floor and pole mounted signs are not permitted.



Unique and creative exterior signage is encouraged within the North and South Campus.



11. Feather signs, flags, banners and other attention getting signs or devices are prohibited except during grand openings, in which case they must be removed within 30 days.

Illumination

12. Signs shall be spot illuminated from the front or consist of letters, numbers, or graphics that are halo backlit. Internally illuminated pan channels letters are not appropriate except within the Community Commercial and Highway Commercial zones. Neon is permitted when integrated into custom designs.
13. Flashing, traveling, animated, or intermittent illumination is prohibited.
14. Exposed conduit, tubing and raceways are prohibited. Transformers and other equipment shall be fully screened/concealed.

Monument Signs

15. Where not governed by a comprehensive sign plan, one monument sign shall be allowed for each street frontage of a lot.
16. Monument signs shall include a decorative or enhanced base and shall be up-lit except for cut-out letters or numbers which may be internally illuminated.

Comprehensive Sign Plan

17. A Comprehensive Sign Plan is encouraged for multi-tenant buildings and for North and South Campus blocks where multiple buildings create a campus like setting.
18. A Comprehensive Sign Plan should consider the need for wayfinding where multiple buildings surround a central common area or where uses may result in multi-location trips for Technology Park visitors.
19. A Comprehensive Sign Plan may be approved by the Community Development Department and should include guidelines pertaining to overall size and square footage of individual tenant and building signs, lettering heights, materials, illumination, monument placement, size and design, and ancillary pedestrian directional or informational signage such as building entrance directories and other wayfinding methods.

Highway 113 Oriented Signage

20. Businesses with building frontage along HWY 113 shall be permitted additional sign area (up to 1.5 times the building's linear freeway frontage) for on-building signage that faces the freeway.
21. Standalone/freestanding monument signs are generally not permitted along SR 113 unless part of a Comprehensive Sign Plan where multiple businesses are represented and where the monument sign(s) are of exceptional design and quality, with material finishes that represent the unique character of the Plan Area. Additional height up to 50 feet may be permitted through Comprehensive Sign Plan review and approval.

J. Public Art

Obligation

1. Public art shall be incorporated within new development projects, including private projects, consistent with the Woodland Municipal Code (WMC), Public Art Ordinance (WMC Section 17.104.200).

Installation

2. The placement and installation of Public Art is encouraged within shared open space areas such as outdoor patios, plazas and courtyards and within view of a large number of people such as along sidewalks, at intersections, within roundabouts, medians or The Yard, and at primary Plan area gateway locations along CR 25A and Road B.

Artwork

3. Public Art should be unique and of high quality design and execution; however, it is encouraged that artwork located within the public realm be of a unified theme reflective of the Research and Technology Park's focus on agricultural and technological innovation.

3.5.4 Special Character Guidelines- Research Technology Park (RTP) Zone

A unique focus of the RTP Zone is the campus-like setting; a place of collaboration and idea exchange within an inspired and forward thinking environment. The following Special Character Guidelines are intended to assist in achieving that vision.

A. Site Design



Courtyards and outdoor seating areas shall be incorporated as a component of site design to help create a campus-like setting in the RTP Zone.

Block Pattern

1. Block lengths will depend on parcelization, however overall site planning shall consider broader connectivity that promotes pedestrian/bike activity by way of paseos, paths and connecting walkways.

Campus-Like Setting

2. Campus building placement/configuration should be promoted whenever possible, creating opportunities for interior courtyards, plazas, seating areas, and other public or semi-public open spaces.

3. Highly visible and well designed secondary building entrances located internally to the site should face onto common open space areas.
4. Paseos and other internal and external walkways shall connect employees and visitors to key pedestrian pathways by and between buildings, through to public right-of-ways, greenbelts and/or the broader bike/pedestrian trail network.



Pedestrian Corridors and Connection

5. Internal pedestrian walkways or multi-use paths shall be incorporated within the North Campus where appropriate. Landscaping shall be provided along a majority of the paths on one or both sides of the walkway. Shaded resting/seating areas shall be appropriately located in visible and lighted locations.
6. Designated pedestrian paseos should be identified to link the North Campus areas from north to south and to Road B, allowing employees and visitors the ability to connect with various businesses/buildings.
7. Pedestrian scale light poles of not more than 16 feet in height or lower level bollard style lighting, or a combination of both, shall be provided at all outdoor walkways, parking, loading and service areas, ramps/stairs, and building entrances.
8. A minimum of 1-foot candle of lighting shall be provided; "hot spots" of 10 foot candles or greater shall not be permitted.



Walkways shall be illuminated with pedestrian scale lighting such as low level bollard lighting.

Common Open Space

9. New development shall provide common, usable open space which may include a combination of shared paseos/pathways as well as courtyards/patios or private greenspace. Amount of common and usable open spaces shall be equivalent to at least 5% of the gross floor area of the building.
10. Common open space should be designed as a component of new development in a manner that can be shared among multiple tenants or employees.
11. Private open space, designed for the exclusive use of building occupants and employees should also be considered and may be separated from publicly accessible spaces as balconies, terraces, or patios by elevation, landscaping, or other means.
12. Shared open space, framed by active building facades, should generally orient toward the public right-of-way or internal pedestrian paseos/pathways. Building windows, balconies or entrances should face the open space for added security and visibility.
13. The use of textured or enhanced paving, incorporation of decorative landscaping and shade elements, and movable tables and chairs that provide an adaptable, attractive and inviting environment are encouraged within shared courtyards, patios and private greenspace.

Adjoining Parcels

14. Where possible, setbacks between adjoining parcels should be treated as a unified public area, designed and landscaped to contribute to the broader open space and pedestrian circulation framework.

B. Architecture and Massing

Ground Floor Articulation and Activity

1. The ground floor of all buildings, particularly those façades facing the public right-of-way, should support activity on the street and bring the life of the building into the public realm through the use of frequent and well defined building entryways, façade transparency at the street level, and through architectural detailing such as awnings, canopies, recesses, and enhanced materials and surface changes that provide an interesting and pleasant employee/public experience.
2. Active uses should be located on the ground floor along the building frontage, visible to the public realm/public right-of-way and may include, but are not limited to community rooms and kitchens, employee support areas, recreational facilities, exhibition space, and lobbies.
3. Articulated wall planes at the ground floor along the public right-of-way or where substantially visible to the public should be offset by at least 2 to 4 feet and may be combined with color or material changes to provide substantial shadow lines and visual interest and allow for enhanced landscaping along the base of the building.

Active Corners

4. Buildings located at corners, intersections or roundabouts should reinforce the streetwall through unique architectural design elements or enhanced façade treatment, fenestration, variation in wall plane, tower elements and interesting signage.
5. Corner buildings should be minimally recessed if at all from the property line/public right-of-way except to allow for enhanced landscaping.

3.5.5 Special Character Guidelines- Research Technology Park/Transitional Overlay Zone (RTP/TO)

The following guidelines provide additional recommendations and standards that ensure the RTP/TO zone will provide an appropriate level of intensity transition between the RTP Zone and the Village Center District to the east. Particular emphasis is placed on the interface between the RTP and the public realm along Road B to ensure building types and uses in the RTP/TO actively contribute to a pleasant, walkable, pedestrian environment. Standards and guidelines in this section shall supersede and take precedence over those in Section 3.5.3, General DS/DG.

A. Site Design

Well Defined Streetwall

1. Building placement along Road B should provide clearly defined edges to the public realm and activate the street.
2. For parcels with frontage along Road B within the RTP/TO, seventy percent (70%) of the property shall be developed at the minimum setback line (development may be phased over time). Flexibility to increase the minimum setback may be granted to allow for well-designed outdoor space that includes vertical and horizontal elements and other circumstances where additional building setback is necessary.



3. Buildings over three stories should stepback or provide a varied wall plane on street facing upper floors (above the third floor) to maintain a human scale streetwall.

Green Wall

4. Landscaping, including hardscape elements, decorative planters, and trellis structures with vines, should serve as a continuation and enhancement of the streetwall, contributing to an attractive public realm which extends and complements the architectural style of the built environment.

Pedestrian Experience

5. Primary building entrances should face on to Road B.
6. Façade treatments, when adjacent to Road B and to common open space areas should support a comfortable pedestrian experience by incorporating architectural features that provide shade, such as canopies, awnings, overhangs, projections, as well as visual interest through the use of articulated bays, material / surface change and textures and distinct entryway details.
7. Canopies and awnings should provide a minimum 8-foot clearance above finished grade and may extend over the public right-of-way.

B. Driveways, Parking and Service Aisles

Driveway Location

1. Driveway placement shall avoid disrupting the streetwall and pedestrian environment and shall be located behind or to the side of buildings whenever possible.
2. Not more than one full-access entrance/drive into the RTP/TO zone shall be permitted along Road B between Marston and Road E (see also Circulation Chapter).
3. It is encouraged that the number of limited access driveways (right-in/right-out) along Road B, along the park (The Yard) frontage be limited to avoid disrupting the streetwall and pedestrian environment.
4. Shared access shall be pursued between adjoining parcels/uses.

Parking Lots

5. On-site parking shall be located behind buildings and away from Road B. Not more than 20 percent of a parcel's frontage on Road B may be used for parking, including aisles and backup areas.

3.5.6 Special Character Guidelines-Research Technology Campus/Community Commercial (RTP/CCO) Zone

The following Special Character guidelines address particular aspects of commercial use and building design within the RTP/CCO zone, located at the intersection of CR 25A and Road B, serving as a "gateway" to the Plan Area. The RTP/CCO guidelines have a specific focus on the prominent gateway location and enhancement of the identity of the Plan Area. The RTP/CCO Zone

allows both commercial and residential uses within a desirable horizontal or vertical mixed-use development project. Standards and guidelines in this section shall supersede and take precedence over those in Section 3.5.3, General DS/DG.

A. Site Design

Well Defined Streetwall

1. Building placement along Road B should provide clearly defined edges to the public realm and activate the street.
2. For parcels with frontage along Road B within the RTP/CCO Zone, sixty percent (60%) of the property shall be developed at the minimum setback line (development may be phased over time). Flexibility to increase the minimum setback may be granted to allow for well-designed outdoor space that includes vertical and horizontal elements and other circumstances where additional building setback is necessary.
3. "Drive-thru" uses shall not be permitted along Road B or CR 25A. Exceptions may be granted for small scale drive-thru facilities such as a coffee kiosk as an ancillary use within a larger commercial center. Such uses should be located internal to the site, away from Road B.
4. The number of limited access (right-in/right-out) driveways shall be restricted from Road B between CR 25A and Road C to minimize disruption to the pedestrian environment.
5. On-site parking shall not be permitted along the Road B frontage.

B. Architecture and Massing

Gateway (Primary)

1. Buildings located at or the near the corner of CR 25A and Road B shall be designed in a manner which provides a sense of arrival and should reflect the distinctive character of the Plan area as an agricultural and technological center for innovation.
2. Enhanced landscaping shall be provided along CR 25A between Highway 113 and Road B with an emphasis at the intersection of CR 25A and Road B to accentuate this location as the primary Plan Area entryway.

Road B Frontage

3. Buildings with frontage along Road B shall be designed in a manner so as to not "back-on" to Road B. Windows, entryways, patios and other design features shall be located along the Road B frontage to give the appearance of a primary building frontage and/or shall activate the streetwall.
4. Utility doors and other back-of-house items shall be avoided along Road B and CR 25A.

Ground Floor Articulation and Activity

5. The ground floor of all buildings, particularly those façades facing the public right-of-way, should support activity on the street and bring the life of the building into the public realm through the use of frequent and well defined building entryways, façade transparency at the street level, and through architectural detailing such as awnings, canopies, recesses, and enhanced materials and surface changes that provide an interesting and pleasant



public experience.

6. Active uses should be located on the ground floor along the building frontage, visible to the public realm/public right-of-way and may include, but are not limited to retail storefronts, cafes/restaurants, community rooms and kitchens, employee support areas, recreational facilities, exhibition space, and lobbies.
7. Articulated wall planes at the ground floor along the public right-of-way or where substantially visible to the public should be offset by at least 2 to 4 feet and may be combined with color or material changes to provide substantial shadow lines and visual interest and allow for enhanced landscaping along the base of the building.

Active Corners

8. Buildings located at corners, intersections or roundabouts should reinforce the streetwall through unique architectural design elements or enhanced façade treatment, fenestration, variation in wall plane, tower elements, outdoor seating/patios and interesting signage.

C. Driveways, Parking and Service Aisles

Driveway Location

1. Driveway placement shall avoid disrupting the streetwall and pedestrian environment and shall be located behind or to the side of buildings whenever possible.

Parking Lots

2. On-site parking shall be located behind buildings and away from CR 25A and Road B.

3.5.7 Special Character Guidelines-Research Technology Park/Research Flex Overlay (RTP/RFO) Zone

The RTP/RFO zone, located in the South Campus, will serve as an extension of the North Campus, while providing opportunities for research and light manufacturing uses, particularly ag tech related, with immediate and convenient access to prime agricultural land for field research and testing. Development guidelines within this zone provide added flexibility for specialized building types such as greenhouses or other research and testing facilities. Standards and guidelines in this section shall supersede and take precedence over those in Section 3.5.3, General DS/DG.

A. Site Design

Block Pattern

1. Block lengths should be no greater than 600 feet. If longer block lengths are required, mid-block paseos or pedestrian paths, connecting walkways, bicycle facilities, and parks or open space should be provided.

Future Use Expansion

2. Consideration should be given to lot sizes that will allow for future expansion, such as for greenhouse or expanded research facilities.

Campus Setting

3. Where higher employment uses are proposed, a campus style environment should be promoted, creating opportunities for interior courtyards, plazas, seating areas, and other public or semi-public open spaces.
4. Highly visible and well designed, secondary building entrances located internally to the site should face onto common open space areas and parking lots.
5. Paseos and other internal and external walkways shall connect employees and visitors to key pedestrian pathways by and between buildings, through to public right-of-ways, greenbelts and/or the broader bike/pedestrian trail network.
6. Pedestrian scale light poles of not more than 16 feet in height or lower level bollard style lighting, or a combination of both, shall be provided at all outdoor walkways, parking, loading and service areas, ramps/stairs, and building entrances.
7. A minimum of 1-foot candle of lighting shall be provided; "hot spots" of 10 foot candles or greater shall not be permitted.

Common Open Space

8. New development shall provide common, usable open space which may include a combination of shared paseos/pathways as well as courtyards/patios or private greenspace. Amount of common and usable open spaces shall be equivalent to at least 5 percent of the gross floor area of the building.
9. The use of textured or enhanced paving, incorporation of decorative landscaping and shade elements, and movable tables and chairs that provide an adaptable, attractive and inviting environment are encouraged within shared courtyards, patios and private greenspace.



Required open space may be developed as a courtyard or patio and should include landscaping, lighting and outdoor furniture for the enjoyment of employees and visitors.

B. Architecture and Massing

Unique Building Types

1. Unique or nontraditional building types such as greenhouses are permitted within the RTP/RFO Zone but shall be designed with high quality materials and in a manner that does not detract from the overall aesthetic quality of the Plan Area.
2. Where appropriate, landscaping or screening may be required to soften the appearance of a non-traditional building types.



Gateway (Secondary)

3. Buildings located at or the near the corner of CR 25A and Road B shall be designed in a manner which provides a sense of arrival and should reflect the distinctive character of the Plan area as an agricultural and technological center for innovation.
4. Enhanced landscaping shall be provided along CR 25A between Highway 113 and Road B with an emphasis at the intersection of CR 25A and Road B to accentuate this location as a critical gateway to the Plan Area's South Campus.

C. Ag Interface

1. A minimum 150-foot buffer is encouraged, where feasible, along the southern edge of the Plan Area, adjacent to agricultural lands along the urban limit line.
2. Uses within the buffer may include parking, streets, bike / pedestrian multi-use trails, shipping/receiving yards, stormwater management uses/facilities, or uses. Additionally, uses consistent and compatible with agricultural uses, agricultural field research or similar (i.e. greenhouses, field research offices, community gardens or agricultural uses/structures) are permitted within the ag buffer.

3.5.8 Special Character Guidelines-Highway Commercial Zone (HC)

The following special character guidelines are intended to promote an attractive Plan Area gateway that reflects the character of the Research and Technology Campus, while serving both visitors to the Plan Area as well as the traveling public in a convenient and efficient manner. Standards and guidelines in this section shall supersede and take precedence over those in Section 3.5.3, General DS/DG.

A. Site Design

Pedestrian Connection

1. Site design shall consider pedestrian connectivity to adjacent and nearby commercial uses, businesses, bike/pedestrian paths, and mobility hub(s). Pedestrian walkways should be clearly delineated by overhead trellising, shade trees, enhanced paving, landscaped edges or other identifying characteristics. Pedestrian walkways shall be well lit and visible.

B. Architecture and Massing

Architectural Style and Scale

1. Development within the Highway Commercial Zone shall reflect the "ag-tech" character of the Plan Area.
2. Contemporary design styles are encouraged.
3. Hotel(s) shall provide a well-defined, covered entryway for loading and unloading.

Gateway

4. Projects located at the corners of CR 25A and Roads A and B shall include enhanced corner design elements and landscaping to provide a sense of arrival.
5. Buildings with frontage along CR 25A, Road A or Road B shall be designed in a manner so as not to "back-on" to those roadways. Windows, entryways, patios and other design features shall be located along the CR 25A and Road A/B frontages to give the appearance of a primary building frontage.
6. Utility doors and other back-of-house items shall be avoided along CR 25A and Road A/B or appropriately screened from public view.

C. Driveways, Parking and Service Aisles

Driveways

1. Limit driveways to a single right-in right-out on CR 25A.

Drive-Thru Facilities

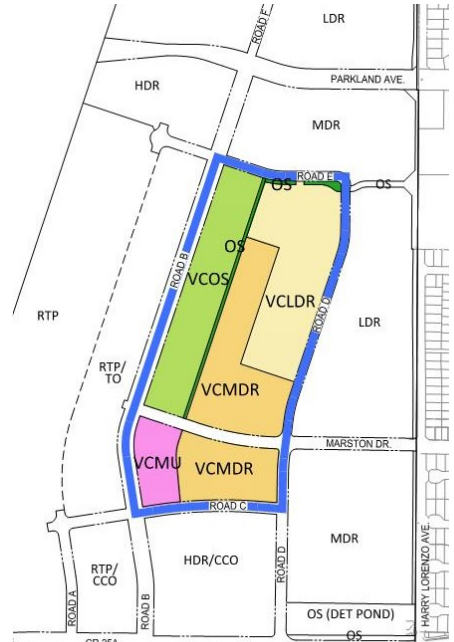
2. Highway Commercial uses that include drive-thru facilities should locate the drive-thru aisle away from CR 25A and Road A where feasible.
3. Not more than one drive-thru facility may be permitted on a single parcel.
4. Drive-thru aisles shall incorporate covered overhangs and/or trellises and be landscaped on both sides of the aisle. Adjacent planter areas/medians shall be at least 5 feet wide and shall include trees or other vertical elements such as landscape screens/walls.
5. Pedestrian pathways on parcels with drive-thru facilities shall be clearly delineated by stamped/decorative, color paving.
6. Outdoor/patio dining areas shall be provided with all drive-thru coffee shops / restaurants.

Gas Station

7. A single service/gas station may be permitted within the Highway Commercial Zone.
8. Fuel pump canopy design shall have similar roof form and design to primary building and be of exemplary architectural design.
9. A minimum of 10' wide landscape area shall be provided along all street frontages.
10. A single monument sign with fuel price may be permitted and shall incorporate architectural treatments consistent with the main building.

PART 2: DESIGN STANDARDS AND DESIGN GUIDELINES FOR THE VILLAGE CENTER DISTRICT

The Village Center District includes Village Center Mixed Use (VCMU) Zone and the Village Center Open Space (VCOS) Zone, The Yard, an 11-acre linear park. Residential Uses in the Village Center District are Village Center Medium Density (VCMDR) and Village Center Low Density (VCLDR) Zones. In this District, the DS/DG provide the comprehensive DS/DG for each zone and no General DG/DG's are provided. However, some standards refer to DS/DG in other sections. The VCMDR and VCLDR zones tier off of the General Residential District DS/DG found in Section 3.5.12.



3.5.9 DS/DG for the Village Center Mixed Use (VCMU) Zone

A. Site Design

Well Defined Streetwall

1. Building placement along Road B and Marston Drive should provide clearly defined edges to the public realm and activate the street.
2. For parcels with frontage along Road B and Marston Drive, seventy percent (70%) of the property shall be developed at the minimum setback line (development may be phased over time). Exceptions may be granted to allow for articulated entryways and well-designed outdoor space that includes vertical and horizontal elements that simulate and maintain the appearance of a streetwall.
3. Where portions of a building other than entryways are setback from the sidewalk, the area should be treated as a courtyard or patio.
4. Buildings over three stories should stepback or provide a varied wall plane on street facing upper floors (above the third floor).
5. On-site parking, if provided, shall be located behind the building and away from Road B and Marston Drive.
6. "Tuck under" parking is encouraged, where feasible, as an alternative to surface parking.

Active Corners

7. Buildings located at Road B and Marston Drive should incorporate unique architectural design elements or enhanced façade treatment, fenestration, variation in wall plane, tower elements and interesting signage.

Pedestrian Experience

8. Primary entrances and/or outdoor use areas such as patios shall be located at intervals of no more than 50 feet and should face the public right-of-way or public realm which may include an active alley if that is the primary entrance.
9. Primary business entrances shall not face parking lots.
10. Façade treatments, when adjacent to Road B and Marston Drive should support a comfortable pedestrian experience by incorporating architectural features that provide shade, such as canopies, awnings, overhangs, projections, as well as visual interest through the use of articulated bays, material and surface change and textures, and distinct door and window details.
11. Canopies and awnings should provide a minimum 8-foot clearance above finished grade and may extend over the sidewalk/public right of way.
12. Avoid locating residential uses on the ground floor unless a live-work unit. Lobby entries to upper floor units may be provided along the building frontage but should be carefully placed to avoid disrupting the storefront continuity.
13. Pedestrian access should consider and connect thoughtfully to the mobility hub, The Union.



Roll up doors are encouraged within the Village Center to allow for greater interaction and interest between the built environment and the pedestrian right of way.

Public and Private Outdoor Space

14. Outdoor dining is encouraged and may take place within the public right-of-way subject to an encroachment permit issued by the Community Development Department.



Outdoor display of merchandise is encouraged within the Village Center. However, a minimum 5-foot clear walk space shall be maintained on all pedestrian paths/sidewalks.

15. Environmental conditions such as sun, shade and prevailing winds should be considered when positioning courtyards and outdoor seating areas.
16. Outdoor patio/dining enclosures (fencing or gates) shall be designed with quality materials and should incorporate landscaping where possible to help soften their appearance.
17. Trees, trellises and other shade structures are encouraged within outdoor courtyards and patios.
18. Outdoor display of merchandise which enhances the appearance and pedestrian experience is permitted, but shall not obstruct the accessible path of travel, any building entrance/exit or accessible ramp. A minimum of 5 feet of clear walk space shall be maintained along all pedestrian paths and public sidewalks.



Multi-Use Design

19. Alleys and paseos should be fully designed to allow for shared uses including primary or secondary access to businesses, outdoor dining and attractive pedestrian walkways.
20. The use of pavers or stamped/colored concrete is encouraged within alleys to provide a durable and attractive passageway and help define a shared pedestrian realm.

B. Architecture and Massing



Solid wood, standing metal seam, stone, concrete and masonry, including red brick, are appropriate materials in the Village Center.



Architectural Style and Building Materials

1. Building design should reflect a more traditional urban center with predominantly two and three story buildings.
2. Simple architectural design is preferred with elements of contemporary farm style, warehouse / loft style, and/or ag/industrial rustic.
3. Materials and colors should be well thought out to provide a unified and attractive exterior, but should generally be limited to one base material and not more than two accent materials to avoid a busy appearance.
4. High quality and durable materials such as solid wood, standing metal seam, quarry stone, concrete and masonry, shall be used on all buildings, with particular attention paid to finish types and surface textures that enhance visual interest and variety particularly at the pedestrian level. Innovative "green" materials and/or "green walls" are encouraged.
5. Naturally finished metal, and wood are appropriate as accent materials. The use of stucco siding is permitted but should be limited and applied as smooth texture.
6. Matte finishes are preferred; highly reflective surfaces are generally not appropriate and should be used sparingly as accents only.
7. A rich contemporary color scheme is encouraged.
8. Building lighting, including illumination and fixture style, as well as landscape pallet and location should be considered early in the design process. Lighting and landscaping should be well integrated into the overall project site plan and complementary to the building design and proposed architectural style.
9. Design elements such as roll up doors, string lights, upper level decks, balconies and finished roof tops that can support outdoor gathering/dining opportunities are encouraged to promote a lively urban environment.

Ground Level Façade

10. Facades at the ground level, particularly those facing the public right-of-way, should include frequent entrances and display windows, and should be visually distinguishable from upper levels through the use of architectural detail, awnings, canopies, or by recessing upper floors above the second floor.

11. A majority of ground floor storefronts should be transparent and provide opportunity for storefront display area and/or patron seating/dining. Avoid blank walls greater than 12 feet in length.
12. Buildings located at prominent street corners shall include enhanced architectural features at the corner such as towers or variations in building height as well as design primary covered, entrances near or facing the corner.
13. Building windows should be located on both sides of the corner, and architectural features shall be wrapped around all sides of the building where visible to the public.



Enhanced architectural treatment shall be provided at prominent street corners, particularly at the Road B and Marston intersection.

Vertical Mixed Use

14. Upper level residential uses should be compatible with ground floor retail space and may include studio or smaller one- or two-bedroom units. Large three- and four-bedroom apartment units are generally not appropriate.

Windows

Proper window glazing should allow for visibility and connection between indoor uses and the pedestrian right of way.



15. Windows should be inset or recessed from the wall plane for visual interest and shadow line.

16. Proper glazing should enhance visibility and connection between indoor and outdoor spaces, particularly at the pedestrian/ground level.

17. Tinted glazing is not permitted.

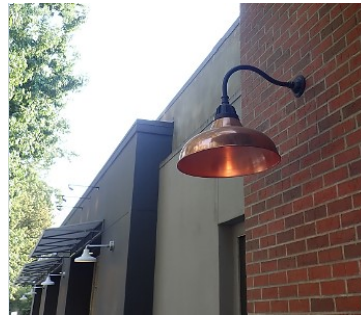
Rooflines and Cornices

18. Rooflines should be considered in the overall building design and should provide an attractive termination of the building through the use of a decorative cornice or parapet, continuous banding or trim, decorative gables or other architectural features that help clearly define the building edge.
19. A simple rectangular roof line is preferred. Shed or sloping roof lines may be used as accents. A simple gable roof may be considered with appropriate pitch and use of materials that reflect a contemporary or farm style architecture.
20. If used, decorative parapets should be extended around the side of a building and contain necessary depth to appear as an integral part of the building design and form.



Lighting

21. Building and on-site lighting shall reinforce the architectural style of the development and enhance the overall ambience.
22. Where appropriate and complementary, up-lighting or rooftop lighting is encouraged to accentuate major architectural details, building form and/or landscape elements at night, however, excessive light and glare shall be avoided.
23. Minimum required illumination shall meet Uniform Security Code requirements as set forth in Title 15 of the Woodland Municipal Code.



Lighting shall reinforce the architectural style of the building.

C. Sustainability

Projects shall comply with the Sustainability Guidelines outlined in Section 3.5.12.B.

D. Screening, Walls and Fencing

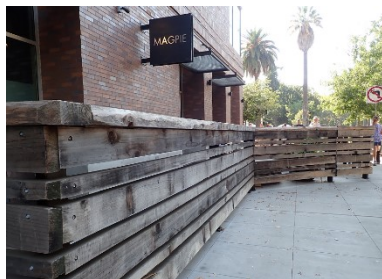
Outdoor Storage

1. Outdoor storage of goods and materials shall be located away from Road B and Marston and shall be screened from public view by way of decorative fencing/trellising, landscaping and/or masonry walls with vines. All requiring screening shall be architecturally compatible and complementary to the overall project.

Mechanical Equipment

2. All utility and mechanical equipment and service areas shall be screened and located away from Road B and Marston Street. Where feasible, mechanical equipment shall be located on top of the building and screened from view with parapet walls.
3. Backflow prevention devices shall not be located within the public right of way or along primary pedestrian streets and be screened with landscaping or low fencing/walls.

Limited Use of Walls and Fencing



Low decorative fencing and walls may be used in limited capacity to delineate shared open spaces and outdoor dining areas.

4. Low decorative walls or fencing may be used in limited capacity to delineate shared or private open space and outdoor dining/patio areas; but should not exceed 36 inches in height within the front setback area or adjacent to public right-of-way.

5. Fencing located outside of the front setback for screening and/or security purposes shall not exceed eight feet in height. All fences over six feet in height require a building permit.)

6. Standard chain link fencing as well as barbed/concertina wire or similar boundary security materials are prohibited within the Village Center District.

E. Trash and Recycling

Enclosures

1. Trash and recycling enclosures shall consist of the same or similar design and materials as the overall project and shall adhere to City trash and recycle enclosure specifications.
2. Enclosures shall be located to the side or rear of the building, away from public view and should be separated from adjacent parking stalls by a minimum 3-foot-wide landscaped planter where applicable.
3. Trellis structures and vines are encouraged as a means of screening the sides and rear of trash enclosures.
4. The area around trash enclosures shall be kept free of trash and debris.

F. Commercial and Residential Compatibility

Commercial / Residential Interface

1. Where commercial and residential uses are located on the same block or combined as part of a mixed-use project, efforts should be taken to minimize potential conflicts between the two uses including locating commercial uses that may generate loud noise, fumes, light, etc., along the street frontage, and residential uses on upper floors away from more intense commercial activity. Rooftops should be considered for commercial exhaust vents and generators.
2. A buffer of lower intensity commercial uses such as office or storage space located between residential units and more intense commercial uses can help minimize potential conflicts between the two.

G. Driveways, Parking and Service Aisles

Driveway Location

1. Driveway placement shall avoid disrupting the streetwall and pedestrian environment and shall be located behind or to the side of buildings. On-site parking, when necessary, shall be accessed from the rear of the property.
2. Minimize the number of driveways to avoid loss of on-street parking spaces.

Driveway Design

3. Driveways should incorporate material changes to alert pedestrians of potential conflict and shall provide good visibility of pedestrians from adjacent roadways and exit points.

Required Parking

4. On-site parking lots/areas shall be located behind buildings, away from Road B and Marston Drive.
5. A common shared parking area is encouraged for employee and customer use for businesses within the Village Center. Undeveloped lots within or adjacent to the Village Center may be used as temporary parking areas in the early phases of the project build



out prior to development and service to the Mobility Hub.

6. The maximum number of off-street parking spaces shall not exceed the following amounts, unless otherwise approved by the Community Development Director:

Commercial, Retail, Service: 1 space per 500 gross square feet

Office, Flex, Research and Development: 1 space per 500 gross square feet

Daycare: 1 space per 1,000 gross square feet

Restaurants, cafes, micro-brewery: 1 space per 4 seats

Residential: 1 space per studio/1 bedroom unit. 2 spaces per 2 bedroom units or greater.

7. On-site parking, if provided, shall be located behind the building. "Tuck under" parking is encouraged as an alternative to surface parking.

Parking Lot Landscaping and Shading

8. Proper tree variety and placement shall be designed to result in 50 percent parking lot shading within 15 years of installation. Primary entrance roads and driveways not used as back-up areas are exempt from this requirement.
9. Solar and shade covers are permissible, but should not significantly reduce the number of trees otherwise required to provide 50 percent lot shading.
10. Surface parking lots visible from the public right-of-way shall incorporate landscape screening, trellising, low walls/fences at least 36 inches in height to continue a "green wall" and minimize interruption to the streetwall.
11. At least 6 feet of landscaping should separate surface parking from any adjacent sidewalk or public right-of-way.
12. Shaded sidewalks or other pedestrian walkways shall be clearly delineated by way of landscaping and enhanced paving or design and should connect parking areas directly to building entries.

Bike Parking Facilities

13. Bicycle racks shall be placed near building entrances, in safe, well-lit locations, and permanently anchored to a hard, dust free surface, preferably asphalt or concrete slab, and installed in a manner which allows adequate space for access to the bicycle and locking device, and avoid pedestrian conflict.
14. Covered and secured bike parking shall be incorporated into each project for use by residents and employees. The use of bike lockers is encouraged where feasible.



Innovative or artistic bike racks are encouraged within the Village Center provided they remain functional and secure for the user.

Lighting Standards

15. Minimum required illumination shall meet Uniform Security Code requirements as set forth in Title 15 of the Woodland Municipal Code.

H. Signage

Projects within the Village Center District shall comply with the Signage and Wayfinding Guidelines outlined in Section 3.5.3.G (General DS/DG for Research and Technology Park Zones), Additional guidance for the VCMU zone is provided below.



A-Frame Signs

1. In addition to the Signage and Wayfinding guidelines provided for in Section 3.5.3.G, high quality and attractive A-frame signs (4 feet tall by 2 feet wide max) may be located in the public right-of-way in front of small retail, restaurant and café uses when properly weighted or secured to prevent tipping or moving.
2. A-frame signs and similar pedestrian oriented temporary signs may not inhibit accessible travel within the right-of-way and must be brought inside after business hours.

Prohibited Signs

3. Traditional, internally illuminated pan-channel letters and cabinet signs are prohibited within the Village Center. Signage within the Village Center shall be of high quality and custom design and shall contribute to the urban, energized environment envisioned for the District.

I. Public Art

Obligation

1. Public art shall be incorporated within new development projects, including private projects, consistent with the Woodland Municipal Code (WMC), Public Art Ordinance (WMC Section 17.104.200).

Installation

2. The placement and installation of Public Art consistent with the Woodland Public Art Ordinance is encouraged within shared open space areas such as outdoor patios, plazas and courtyards and within view of a large number of people such as along sidewalks, at intersections, within roundabouts and medians, within the VCOS zone (The Yard) and at primary Plan Area gateway locations along CR 25A and Road B.



Artwork

- Public Art should be unique and of high quality design; however, it is encouraged that artwork located within the public realm be of a unified theme reflective of the Research and Technology Park's focus on agricultural and technological innovation.

3.5.10 DS/DG for Village Center Open Space (VCOS) Zone

A. Site Design



The Yard will serve as a central gathering place for Plan Area employees, visitors and residents. Formal and informal spaces within the park will allow for a variety of uses and activities.

- The Yard is intended to serve as a both passive and active recreational linear park designed with formal and informal spaces that provide the flexibility to accommodate various activities and user groups.

- Public plazas within the park shall be designed to accommodate social and employee gatherings, special events, farmers markets, food trucks, mobile retail vendors and other pop-up uses, should consider design features such as an elevated stage for musical/theatrical performances.

Park frontage along Road B shall consider efficient means to accommodate food trucks and other appropriate pop-up uses so as not to obstruct traffic or pedestrian walkways along the western edge of the park.

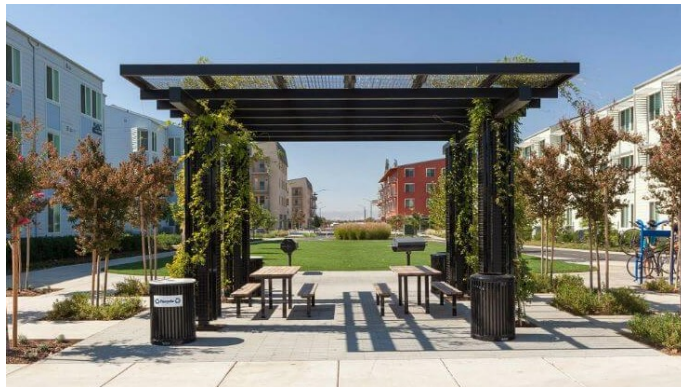
- Certain areas of the park should remain open and unobstructed by trees and/or berms to allow for informal pick-up games of soccer, volleyball, disk golf or similar uses. Shade trees should be provided at the periphery of open space areas.

B. Commercial/Retail Use

- One and a half (1-1/2) acres of commercial/retail development is permitted within The Yard consistent with a master park design plan.
- Architectural design and site development guidelines/standards outlined in Section 3.5.9 A and B shall generally be applied to commercial/retail buildings or structures within the park, as applicable. Appropriate uses within the park generally include coffee shops/kiosks, farmers market, container style micro-brewery/beer garden, restaurants with patio dining, artist studio, fitness studios, small retail shops (e.g. small nursery, florist, or clothing boutique) willing to showcase goods outdoors.

3. Both hard and soft-scape courtyards, plazas and patios are encouraged as connections to and transitional space between commercial/retail uses and recreational open space in the park.
4. A centrally located, covered plaza is encouraged within close proximity to the Village Center commercial area, which may accommodate bike parking as well as open-air kiosks or seasonal market stands.

C. Amenities



Covered seating areas including fixed and movable furniture is encouraged within The Yard.



A covered pavilion within The Yard will allow for year round open air activities including farmer's markets and craft fairs, as well as covered bike parking.

1. The Yard should include furniture, both fixed and movable, for picnics, rest areas and social gatherings. Both built and natural elements should provide sufficient shade during summer months.
2. Pedestrian and bike pathways shall be provided throughout the park, including soft surfaces such as decomposed granite for jogging, and shall connect to off-site bike and pedestrian networks.
3. Public restroom shall be provided.
4. Bike and scooter parking shall be provided throughout the park in safe and highly visible locations, near activity nodes for the use and convenience of cyclists.

D. Lighting

1. Park lighting shall be provided to ensure safety and security and to allow for continued park use and activity after dark. All pedestrian/bike pathways shall be illuminated by way of pedestrian scale overhead lighting or lower level bollard style lighting.
2. Minimum required illumination shall meet Uniform Security Code requirements as set forth in Title 15 of the Woodland Municipal Code.



E. Landscape

3. Landscaping within The Yard shall feature native ground covers and trees, including Valley Oaks, and pollinator friendly plant species.

3.5.11 DS/DG for Village Center Low and Medium Density Residential Zones (VCLDR, VCMDR)

Projects within the VCLDR and VCMDR zones shall comply with the General Residential District Guidelines outlined in Section 3.5.12, found in Part 3 of this document. The guidelines in this section supplement the general residential guidelines provided in Section 3.5.12 in order to enhance the more urban-like character of the Village Center District, while providing a seamless transition to the adjacent residential neighborhoods in the Villages District and to ensure appropriate and positive transitions.

A. Neighborhood Design

Building Orientation, Setbacks and Park Interface

1. Primary entrances to those residential units located along the eastern boundary of and immediately adjacent to The Yard shall be designed to front or appear to front on the park.
2. Primary doorways, stoops, patios/porches and similar design features shall be included to emphasize a strong relationship to the park. Units may include double frontages or provide secondary access from a rear alley.
3. Residential units fronting the park shall be a minimum of two stories in height and shall be setback a minimum of 10 feet, but not more than 20 feet from the Promenade on eastern boundary/right-of-way. Setback areas may include a low fence (36" if solid or 42" if open) or a decorative low wall to delineate private residential property.
4. Public access to The Yard from the VCLDR and VCMDR neighborhoods shall be provided by mid-block paseos, a minimum of 20 feet wide with a minimum 8-foot-wide accessible sidewalk or pathway, every approximately 300 feet between residential units fronting the park.

B. Architecture and Massing

Building Form and Massing

1. Residential units fronting The Yard are encouraged to incorporate design elements such as balconies and roof-top patios/gardens to further activate the park, to allow units to take advantage of park views and to enhance visibility and "eyes on the park" for safety.
2. VCMDR multi-family units fronting The Yard shall convey, through modulation or offset planes, individual residential units. Urban-style row- or townhouses with walk up front stoops that help elevate the units above the ground level are encouraged.



Articulated and/or elevated entryways provide a clear and distinct differentiation of public and private space.

3. Vertical articulation at the front elevation is encouraged to minimize dominant unbroken exterior wall planes.

4. Small lot and higher density residential units shall provide distinguishable and articulated entryways including recessed doorways, overhead projection/awnings, elevated stoops and/or unique paving to differentiate private space from the public sidewalk/pathway.

5. Where live-work or mixed-use retail/residential projects are located adjacent to the park, the ground floor retail/commercial use shall be visually separated and identifiable from upper residential units by way of differentiated façade treatment, articulated wall plane, awnings or other design elements.

Medium- to Low-Density Residential Transition

6. The design and massing of medium- and low-density residential development within the Village Center District should contribute to a unique and unified urban district.

7. Transitional areas should be seamless between the two residential zones through appropriate transition of scale and massing. The height differential between any two adjacent parcels shall be no more than two stories or 25 feet, whichever is less, within 25 feet of the parcel line.

8. Innovative “outdoor rooms” which foster social and neighborhood interaction and include a mix of hard and soft-scape for outdoor seating, fire rings, and patios rather than traditional front yards are encouraged within the district.



Proper scale and massing will allow for a seamless transition between residential zones of varying densities.



Design

9. Medium- and low-density residential units within the Village Center District shall incorporate contemporary and/or modern design elements such as flat parapets, metal awnings and clean lines. Traditional suburban architecture and building forms should be avoided.
10. Appropriate building materials include, but are not limited to, wood, glass, brick, metal, cement board siding, stucco or tile. Finishes shall be smooth or near smooth.



Modern design elements are encouraged within the Village Center Residential Zones including flat parapets, smooth finish stucco and metal awnings.

Garages and Driveways

11. Garages and driveways are not permitted along The Yard frontage. Garages, driveways and parking for those residential units with park frontage shall be located behind the unit



Alley-load design is encouraged within the Village Center Residential Zones to minimize vehicle prominence and enhance the pedestrian realm. Alley design should include landscaping and decorative fencing, taking into account waste bins and other elements that may require screening or storage.

away from the park.

12. Alley-load and non-traditional subdivision layouts that minimize automobile prominence and create a more urban and active environment are encouraged within the Village Center Low- and Medium Density residential zones.

13. Deviations from setback requirements will be considered on a case-by-case basis to allow for innovative subdivision layout that meet these objectives based on a finding that adequate unit separation for light, air and ventilation and private open space is still maintained as determined by the Community Development Director. Where projects are located adjacent to existing residential development, setback standards shall be maintained except as provided for in Chapter 7, Section 7.4.1.2, Minor/Administrative Modifications.

PART 3: DESIGN STANDARDS AND DESIGN GUIDELINES FOR THE VILLAGES DISTRICT

The following guidelines provide site planning and design direction for all land use zones within The Villages District. These zones include LDR, MDR, HDR and HCR/CCO. Section 3.5.11 provides standards and guidelines that apply broadly to all residential zones. In addition, 3 sections of Special Character Guidelines are provided for zones of HDR, HDR/CCO, for MDR and LDR sites located in East Villages and for LDR sites located in the North Village. The “Special Character” guidelines are intended to enhance or in some cases supersede the broader Residential District guidelines. If conflicts arise between the General Guidelines and the Special Character Guidelines, the Special Character Guidelines shall take precedence.

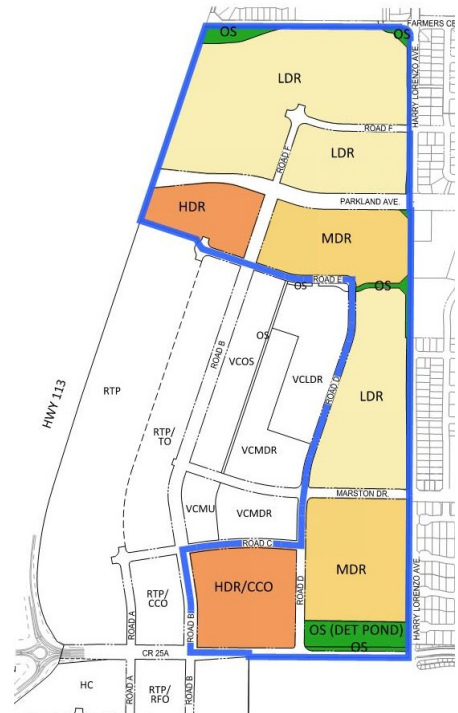
3.5.12 General DS/DG for all Residential District Zones (LDR, MDR, HDR, HDR/CCO)

A. Neighborhood/Site Design

Building Orientation and Setbacks



Subdivisions designed around and fronting shared open space are encouraged within the Village District.



1. Homes, including multifamily projects, should be oriented to the street, open space, or common areas. All structures should have one primary entry that faces the street; additional entrances may be located to the side or rear.
2. Within Medium and High Density Residential zones, buildings should be located at or near the required minimum setback to enhance the streetwall and activate the public realm.
3. Front yard setbacks along a street may vary by up to 25 percent, subject to the setback requirements for residential uses, to create an interesting and attractive street edge and support visual continuity on the block.
4. Active living spaces including community spaces, recreation rooms and gyms should be oriented to the front of the home/unit and at the ground level in multifamily projects.



5. Enhanced entryway features such as porches, stoops, balconies, decorative landscaping/paving at entryways, windows, and other architectural elements should be incorporated to enhance the pedestrian-scale and character of the street.
6. For multifamily housing development, the minimum building separation should be maintained to provide sufficient privacy between units, private outdoor open space and balconies. Windows, balconies, patios, and courtyards should be oriented to protect the privacy of users and reduce unwanted noise between units.



Elevated front stoops help distinguish between the public and private realm.

Lot and Building Variations

7. For detached single family lots in MDR and LDR zones, building elevations should be varied to create interest along the street and include:
 - A mix of single, two and three-story units along a block, where appropriate;
 - Variation in the homes along the same street with different building heights, setbacks, massing, and roof shapes;
 - Avoidance of repetition of identical floor plans or elevations in homes next to each other;
 - Street corners suited for architectural treatments that engage the street, such as windows, wrap around porches, and other ground floor building articulation.
8. For multifamily housing in MDR and HDR zones, building design should incorporate varied wall planes, scale and massing.
9. Where adjacent to single family or lower-density residential development, building scale and massing should be compatible with the character, rhythm, height, and massing of adjoining single family or lower density development. The height differential between any two adjacent parcels shall be no more than two stories or 25 feet, whichever is less, within 25 feet of the parcel line.



Varied wall planes, scale and massing should be used to break up and add interest to multi-unit residential buildings.

Common and Private Open Space within Multifamily Residential Developments



Multifamily residential units should be designed around common open space incorporating walking paths, garden boxes and seating areas for resident enjoyment.

11. Arrange multi-family residential buildings to provide functional public and private outdoor space for residents.

12. Common open space areas and facilities should be conveniently and centrally located to serve the majority of units. Amenities such as pools, club houses, or other recreation areas, common patios or greens, seating, picnic spots, tot lots, community garden boxes, and walking paths should be incorporated, where appropriate, to serve different age groups and/or the anticipated residents of the development.

13. Private open space, such as front yard area patios, stoops, porches, backyards, and balconies (for upper story units) is encouraged, contiguous to the units it serves.
14. Private open space, where provided, should be a minimum of 50 square feet and provide functional and comfortable outdoor living, including appropriate depths to accommodate chairs and small tables. Personal storage spaces can be designed as an extension of the private open space, but shall not count toward meeting private open space requirements for each dwelling unit.
15. Private open space should be integrated into the design of building and designed and located to take advantage of the winter sun and/or shade and breezes in the summer months, to the extent possible.

Connectivity

16. For multifamily development projects, an on-site pedestrian circulation system should connect residents internally within the development to parking areas and open space, as well as to neighborhood sidewalks, paths and transit stops.
17. Adjacent commercial and retail uses should be easily accessible by way of internal and/or mid-block paseos and pathways that connect residents to such amenities without requiring residents to walk to the perimeter of the block.



Pedestrian walkways should connect residents to adjacent common areas, parks, parking areas, or other amenities.



18. Where residential block sizes exceed 600 feet in length, a mid-block paseo, a minimum of 20 feet wide with a minimum 8-foot-wide accessible sidewalk or pathway, shall be provided to facilitate better internal connection for area residents.
19. Along pedestrian paths and paseos, provide pedestrian amenities, such as shade trees, seating, lighting, and landscaping, to extend the open space area and support safe pedestrian use.

B. Architecture and Massing

Building Materials

1. Building materials, textures, colors and treatments should be varied to avoid a dull monotonous façade, but should correspond to variations in mass and wall plane.
2. Materials should appear substantial and integral to the structure. Materials shall be durable to withstand weathering with age. Non-durable materials, such as plastic, tin, and vinyl shall be avoided, as well as highly reflective materials.
3. When applicable, masonry must be applied authentically. Masonry shall wrap corners and terminate at inside corners. Other material changes shall occur at an inside corners or other appropriate transition elements, such as a fence line.
4. Stucco finishes shall be smooth or very light sand finish. Stucco foam trim, where used, shall be smooth finish or shall incorporate a natural woodgrain texture where appropriate.
5. Heavy knock down or “lace” stucco is not appropriate.



Exterior building materials should be high quality and correspond to changes in massing and wall plane.

Building Form and Architectural Style

6. Where the distance between multi-family buildings is 15 feet or greater, all elevations shall be articulated with windows, frames, shutters, and/or other architectural treatments consistent with the primary elevation. At corner lots, side yard facades should maintain the same level of architectural detail as the front/primary façade.
7. Multi-family buildings should convey, through modulation or offset planes, individual residential uses. Porches, stoops and balconies may be used to orient the building and residential units toward the street.



Multifamily buildings can convey individual residential uses through variation in wall plane, massing, materials and design elements such as elevated front entryways.

8. Long multifamily buildings should appear as distinct and articulated smaller buildings that complement the scale and massing of surrounding housing. Create variations in building facades through use of varied massing, shape, materials, and roof forms.
9. Building heights shall transition between larger-scale (medium- and high-density) and smaller-scale (low- and medium-density) projects on adjoining lots or across a shared street. The height differential between any two adjacent parcels shall be no more than two stories or 25 feet, whichever is less, within 25 feet of the parcel line.
10. Shade/shadow impacts shall be minimized by stepping back upper floors above three stories.
11. Windows shall be located in a manner that avoids direct views into adjacent single family yards to respect and maintain privacy to the extent possible.
12. Contemporary cottage, urban farmhouse or similar and/or complementary styles are encouraged within the lower density zones. A mix of modern and traditional architectural styles are appropriate for higher density residential development.

Porches, Entries and Courts

13. Entryways should be appropriately sized to the scale and massing of the home or building and should provide roof cover.
14. Porches, verandas, and other architectural elements such as a sidelight window panel should provide a clear sense of entry and design interest to a home.
15. Porches, patios, and forecourts should have a minimum depth of 6 feet to accommodate circulation and chairs.
16. A pathway separated from the driveway leading from the sidewalk to the entry should be provided.





Doors and Windows

17. Doors and windows should be designed to add visual interest to the building elevation, while complementing the style and architectural features of the home.
18. Windows on street facing units should orient substantially toward the street. Windows should be inset from the wall and designed with high quality trim and details.
19. Exterior doors should include raised panels, glass, transom windows, or other forms of details and articulation and should be inset a minimum of 3 inches from the building façade.



Doors and windows should provide high quality detailing and trim that complement the overall architectural style of the home.

Roofline

20. Variety in roof forms, ridge heights, massing, and overhangs will give individual character to homes and also provide an interesting rhythm and continuity along the street.
21. Where consistent with the architectural style of the home, the roof form should be articulated through use of dormers, bays, porch roofs, clerestories, cross gables, and hip forms that break up the roof and provide interest along the street.
22. Wide overhangs are encouraged, to provide shadow and depth to building elevations.
23. Rooftop gardens, decks or patios are encouraged, in multi- family developments but should take into account sun, and/or shade and breezes in the summer months.



Varied rooflines add interest to a neighborhood and streetscape.

Garages and Driveways

24. Garages in residential neighborhoods should be designed to be subordinate to the main living area, yet consistent in design.
25. Homes with garages facing the street are encouraged to have the garage door offset behind the front façade of the living area and covered porch, where provided. Alternative designs may be appropriate where sufficient and enhanced landscape design creates a usable outdoor living room and minimizes the prominence of a garage forward design.
26. Garage doors should include patterns complementary to the architectural character of the house as well as windows to allow for natural light. Frosted/opaque windows may be used to enhance security.

27. Three car garages must separate and offset the third car garage elevation from the others by at least two feet in width and depth.
28. Use of alternative pavement surfaces, such as concrete pavers, brick, or stone and alternative driveway treatments, such as ribbon driveways are encouraged. Ribbon driveways are made up of two parallel strips of paving, with a strip of grass or pervious pavers between the paving strip, to minimize the impervious driveway surfaces to the area where the vehicle will be driving or parking.

C. Small Lot Development

Entryways

1. Small lot and higher density subdivisions should provide distinguishable and articulated entryways including recessed doorways, overhead projection/awnings, elevated stoops and/or unique paving to differentiate private space from the public sidewalk/pathway.
2. A separation of at least 8 feet shall be provided between the entryway of one unit and the nearest adjacent building wall to allow for sufficient light and ventilation between units. A minimum of 7 feet of the separated distance should be clear to the sky.
3. Address and unit identification as well as decorative low-level lighting shall be provided at the primary entrance.



Small lot residential development should provide distinguishable entryways through small patio spaces, elevated stoops or alternative paving.

Private Outdoor Space

4. Small lot developments should maximize access to private outdoor space, light and air through the use of roof decks and private balconies/patios.

Private courtyards can be incorporated into small lot development through low walls, appropriate vegetation or other design appropriate space delineators.





D. Sustainable Design

Energy Conservation

1. Energy conservation strategies, including window shading devices, selection of colors to reduce heat gain, energy efficient case windows, cool roofs, high-quality insulation and radiant barriers, solar panels, and other features are encouraged to reduce energy consumption associated with heating and air conditioning during winter and summer months, while also contributing to a local community vernacular.
2. All housing units shall be pre-wired for electric vehicle and solar PV systems.
3. Energy-Star rated residential appliances should be incorporated where appropriate.
4. Home and building design and placement should take advantage of passive solar opportunities.
5. Builders are encouraged to use advanced house framing or optimum value engineering to reduce lumber use and waste and improve energy efficiency in a wood framed house.



Architectural detailing such as window awnings or overhangs can minimize direct sunlight intrusion in summer months and reduce the need for artificial cooling.

Water Conservation



Bioswales can serve as natural stormwater filtration and attractive landscaping within a project.

6. Water reduction strategies including the use of high efficiency, low-flow fixtures and tankless water heaters shall be incorporated.
7. Residential projects shall control and treat storm water runoff onsite to the extent feasible through green roof design, onsite bioswales and biofiltration systems or other measures.
8. Recovery of graywater for on-site uses including landscaping is encouraged
9. Residential projects shall connect to the City's reclaimed water system for landscape irrigation.
10. Install climate sensitive irrigation systems and other water-efficient bubblers and drip irrigation systems.

Low Water Landscape

11. Landscaping should consist of climate-appropriate plantings, including drought-tolerant and native species suited to the Woodland community.

E. Landscaping

Residential Landscaping

1. Native plant species should be used whenever possible.
2. A variety of shrubs and groundcover species as well as a balance of hardscape and paving should be used within common open space areas and courtyards within multifamily projects and along pedestrian pathways and paseos.
3. Lawns and highly ornamental landscaping that require frequent pruning and maintenance should be used sparingly.
4. The design and location of trees and landscaping for homes should consider opportunities for solar access and solar panels, as well as, shading and ventilation on hot summer months.
5. Trees shall be a minimum of 15-gallon size and shrubs a minimum of 5-gallon size at the time of planting.
6. Soil amendments shall be applied to support plant health and longevity.



Native and drought tolerant landscaping is encouraged throughout the Plan Area.

Landscaping Adjacent to SR 113

7. Landscaping along SR 113 shall consist of a mix of trees, low groundcover and vine training on all sound walls or highway adjacent perimeter fencing.

F. Walls and Fencing

Height requirements

1. Interior and Corner Lots. Only fences or walls at or under three feet, six inches (3'-6") in height may be placed along the front yard property line or within the front yard setback area.
2. Interior Lots. Fences or walls at or under eight feet (8'-0") in height may be placed within the rear yard or interior side yard setback areas.
3. Corner lots. Fences and walls greater than three feet, six inches (3'-6") in height up to a maximum of eight feet (8'-0") in height shall maintain a minimum setback of five feet from the street side property line. Only fences and walls three feet, six inches (3'-6") in height or less may be located within five feet of the street side property line of corner lots.



General

4. All fences over six feet in height require a building permit.
5. For swimming pool fencing, refer to WMC Section 17.104.100(E)
6. Solid masonry or block walls in the community will be limited to those areas requiring sound attenuation to achieve noise standards and screening from unsightly elements, such as trash areas. Sound walls are not expected to be required within the Plan Area, except where necessary along SR 113 where adjacent to residential development.
7. The preferred edge treatment along CR 25A adjacent to residential uses is an open style fence softened with landscaping to provide security and privacy to residences.
8. Where long expanses of wall or fences are determined to be unavoidable, based on a noise analysis, articulation of the wall with offsets or landscaping shall be implemented.
9. Vines shall be planted and trained on all masonry walls.
10. Walls or fences along CR 25A should not exceed a maximum unbroken length of 400 feet, without an opening for pedestrian access.
11. Allowable materials for walls include:
 - Stamped or embossed concrete or concrete block with patterns and colors that reflect Woodland's local context, such as agriculture, agricultural technology, native trees and grasses, and/or historic themes;
 - Natural or cultured stone; and
 - Brick or similar materials with colors that are compatible with building color themes within the RTP zones.
12. Chain link fences and wrought iron or steel fencing with points or spears are prohibited in all residential areas.
13. All wood fencing shall be protected with a colored, semi-transparent water sealant stain.
14. Wood fencing in residential areas shall include a decorative cap where visible from the public right of way (i.e. not dog eared).



Vines and landscaping help soften retaining walls and masonry walls required for sound attenuation.

G. Street Lighting

1. Pedestrian-scaled ornamental street lights should be located along public streets and internal walkways between housing units to provide adequate illumination for safety and navigation. Alternatively, bollard lights may also be provided along internal walkways.
2. Lighting shall be directed and shielded to avoid unintended spill over onto adjacent properties. A minimum of 1-foot candle of lighting shall be provided within parking areas, along pedestrian pathways and at building entrances. "Hot spots" of 10-foot candles or more shall be avoided.

- Required illumination shall at minimum meet Uniform Security Code requirements as set forth in Title 15 of the Woodland Municipal Code.

H. Signage

General

- Design Review approval is required for all signage.
- Signage within residential zoning designations is permitted only where commercial uses are also allowed and for multi-family/apartment developments.

Setback, Height and Area Requirements

- Sign setback, height and area requirements are subject to the Table 3.5:

Table 3.5 Residential Signage Standards					
	Max Sign Height		Min Setback from Property Line	Total Sign Area Per Business	Total Sign Area Per Business Cannot Exceed
Zone	Wall Mounted Signs	Ground Mounted Signs	Ground Mounted Signs	All Permanent Signs	All Permanent Signs
LDR, MDR, VCLDR, VCMDR	12ft	4ft	3ft	-	20ft
HDR, HDR/CCO	20ft	12ft	5ft	The length of building frontage x 1.5	175sf

Location

- Signs should be considered during building design and properly scaled and located so as not to dominate or interfere with architectural detailing and overall building façade.
- Signs should consider pedestrian readability and should help identify the location of primary entrances to the building or community.
- Permanent rental or real-estate signs are not permitted.
- Cabinet, box-signs and internally illuminated pan-channel letters are prohibited in residential zones and on residential projects. Signage should be of high quality design and materials.
- Multi-tenant signage within the HDR/CCO zone should be coordinated and cohesive in appearance including consistent sizing and lighting requirements.
- Customized projecting, blade signs or under canopy signs are encouraged within the HDR/CCO zone. Blades signs must provide at least 8 feet of vertical clearance as measured from the sidewalk to the base of the sign.
- Signs and structural features shall be subject to cross visibility requirements as outlined in the Woodland Municipal Code and subject to review and approval by the City Traffic Engineer.



Text

11. Signs may only contain the name and logo or symbol of the business/residence and its street address. Trade slogans and commercial advertisements are not permitted.
12. Logos shall not exceed 4 square feet in size except if it is determined by City Planning staff that building scale or other factors, such as enhanced design and quality, warrant increased logo square footage.

Materials and Design

13. Signs shall be constructed using durable, fade and weather resistant materials such as stone, tile, cast concrete, or other similarly durable masonry, metal or wood materials consistent with the architectural design and style of the building.
14. Unique and creative sign design is encouraged to enhance the unique identity of the Plan Area and residential zone.
15. Faded or damaged signs shall be replaced or repaired in a timely manner.
16. Cabinet or box signs, roof mounted signs, window signs above the second floor and pole mounted signs are not permitted.
17. Feather signs, flags, banners and other attention getting signs or devices are prohibited except in the HDR/CCO zone during grand openings, in which case they must be removed within 30 days.

Illumination

18. Signs shall be spot illuminated from the front or consist of letters, numbers, or graphics that are halo backlit. Internally illuminated pan channels letters are not appropriate except within the Community Commercial and Highway Commercial zones. Neon is permitted when integrated into custom designs.
19. Flashing, traveling, animated, or intermittent illumination is prohibited.
20. Exposed conduit, tubing and raceways are prohibited. Transformers and other equipment shall be fully screened/concealed.

I. Trash, Recycling and Enclosures

Mechanical Equipment and Trash Enclosures

1. All mechanical equipment, service areas and trash enclosures shall be located away from or adequately screened from public view by solid fencing, decorative landscaped walls, and/or landscaping. Backflow prevention devices shall not be located within the public right of way or along primary pedestrian streets.

Enclosures - Multifamily

2. Trash and recycling enclosures within multi-family development projects shall consist of the same or similar design and materials as the overall project and shall adhere to City trash and recycle enclosure specifications.
3. Enclosures shall be located to the side or rear of the building, away from public view and should be separated from adjacent parking stalls by a minimum 3-foot-wide landscaped planter where applicable.
4. Trellis structures and vines are encouraged as a means of screening the sides and rear of trash enclosures.
5. The area around trash enclosures shall be kept free of trash and debris.



Trash and recycle enclosures should be designed with similar or complimentary materials as the overall project.

Trash receptacles – Single Family

6. A minimum 3'x10' concrete pad shall be provided behind the fence line and away from public view for single family trash totes and storage containers. A clear/unobstructed path of travel from the pad to the street shall be provided for ease of disposal.

J. Circulation and Parking

Circulation and Parking



Pedestrian paths should provide ease of access to common space, parking areas or other amenities within or adjacent to the project.

1. Whenever possible, separate access for pedestrians from vehicles and high-use pedestrian walkways and crosswalks with color or special paving treatments. Pedestrian access should be prioritized over vehicular access.
2. Street facing driveways should be limited to 20 feet in width or less.
3. The number of driveways should be minimized to avoid loss of on-street parking spaces.
4. Within multi-family housing projects, pedestrian paths should be clear, understandable and easy to navigate, with emphasis on connecting to common open space and adjacent public streets, sidewalks, and local destinations and to amenities such as commercial services, transit facilities, and the open space greenbelt.
5. Minimize the visual prominence of vehicles from the street front by siting parking areas to the side or rear of the property and providing smaller parking areas, rather than one large parking lot.

6. Parking areas including pedestrian walkways shall be illuminated for safety and security.

Parking Lot Landscape and Shading

7. On-site parking in medium- and high-density residential developments should be located internal to the site and away from public roadways. Surface parking lots should be avoided in favor of “tuck under” parking where feasible.
8. Proper tree variety and placement shall be designed to result in 50 percent parking lot shading within 15 years of installation. Primary entrance roads and driveways not used as back-up areas are exempt from this requirement.
9. Solar and shade covers are permissible in medium- and high density developments, but should not significantly reduce the number of trees otherwise required to provide 50 percent lot shading.
10. Surface parking lots visible from the public right-of-way shall incorporate landscape screening, trellising, low walls/fences at least 36 inches in height to continue a “green wall” and minimize interruption to the streetwall.
11. At least 6 feet of landscaping should separate surface parking from any adjacent sidewalk or public right-of-way.
12. Shaded sidewalks or other pedestrian walkways shall be clearly delineated by way of landscaping and enhanced paving or design and should connect parking areas directly to building entries.

Bicycle Parking

13. Bike racks and lockers shall be provided and located within 30 feet of multifamily and mixed-use building entrances, in a safe, well-lit area, and permanently anchored to a hard, dust free surface, preferably asphalt or concrete slab, and installed in a manner which allows adequate space for access to the bicycle and locking device, and avoid pedestrian conflict.

Alley Access

14. Rear loaded garages with alley access is encouraged where feasible.
15. The use of pavers or stamped/colored concrete shall be provided within alleys to provide a durable and attractive passageway and help define a shared pedestrian experience.
16. Alleys shall include a minimum of 1-foot candle of lighting for safety and security. Address signs shall be illuminated.



Bike parking facilities should be located in a visible and well-lit area and permanently anchored to a dust free surface.

3.5.13 Special Character Guidelines for High Density Residential Zones (HDR, HDR/CCO)

A. Site Design

Well Defined Streetwall

1. Building placement along Road B should provide clearly defined edges to the public realm and activate the street.
2. For parcels with frontage along Road B within the HDR/CCO Zone, 60 percent (60%) of the property shall be developed at the minimum setback line (development may be phased over time). Exceptions may be granted to allow for well-designed outdoor space that includes vertical and horizontal elements that simulate and maintain the appearance of a streetwall.
3. Within the HDR/CCO zone, a minimum of 60 percent (60%) of the Road B frontage ground floor uses shall consist of commercial/retail uses.
4. Buildings over three stories should stepback or provide a varied wall plane on street facing upper floors (above the third floor) to maintain a human scale streetwall.
5. The number of limited access (right-in/right-out) driveways shall be limited to one from Road B between CR 25A and Road C unless otherwise approved by the city, to minimize disruption to the pedestrian environment.
6. On-site parking is not permitted along the Road B frontage.
7. Landscaped and illuminated pedestrian connections shall be provided between the HDR zone and the North Campus Research and Technology Park.

B. Architecture and Massing

Gateway (Primary)

1. Buildings located at or the near the corner of CR 25A and Road B should be designed in a manner which provides a sense of arrival and should reflect the distinctive character of the Plan area as an agricultural and technological center for innovation.
2. Enhanced landscaping shall be provided along CR 25A between Road B and Road D with an emphasis at the intersection of CR 25A and Road B to accentuate this location as the primary Plan Area entryway.

Road B Frontage

3. Residential and/or mixed-use residential projects with frontage along Road B in the North or South Urban Village shall be designed in a manner so as to not “back-on” to Road B. Windows, entryways, patios and/or other design features shall be located along the Road B frontage to give the appearance of a primary building frontage.
4. Utility doors and other back-of-house items shall be avoided along Road B and CR 25A or shall be screened from public view by decorative trellising landscaping.



Ground Floor Articulation and Activity



The ground floor of mixed use buildings along Road B shall include retail and commercial uses to bring activity to the public realm.

5. The ground floor of all buildings, particularly those façades facing the public right-of-way, should support activity on the street and bring the life of the building into the public realm through the use of frequent and well defined building entryways, façade transparency at the street level, and through architectural detailing such as awnings, canopies, recesses, and enhanced materials and surface changes that provide an interesting and pleasant public experience.

6. Active uses should be located on the ground floor along the building frontage, visible to the public realm/public right-of-way and may include, but are not limited to

retail storefronts, cafes/restaurants, community rooms and kitchens, employee support areas, recreational facilities, exhibition space, and lobbies.

7. Articulated wall planes at the ground floor along the public right-of-way or where substantially visible to the public should be offset by at least 2 to 4 feet and may be combined with color or material changes to provide substantial shadow lines and visual interest and allow for enhanced landscaping along the base of the building.

C. Driveways, Parking and Service Aisles

Driveway Location

1. Driveway placement should avoid disrupting the streetwall and pedestrian environment and should be shared, located behind or to the side of buildings whenever possible.

Parking

2. On-site parking shall be located behind buildings and away from CR 25A and Road B.

D. Commercial and Residential Compatibility

Mixed Use Projects

1. Where mixed-use projects include residential units in the HDR/CCO zone, special consideration should be given to the location of noise or odor generating or visually unappealing equipment, including vents/fans, refrigeration units and trash enclosures.
2. Proper screening, odor reduction and sound attenuation shall be provided to reduce impacts and screen such equipment from residential units/view.
3. Commercial uses along Road B should locate at the ground floor and residential units locate above the ground floor to minimize noise impacts to the residential units and to maintain an active gateway area streetscape.
4. If residential units are located along Road B, a landscape buffer of at least 10 feet shall be provided from back of walk.

3.5.14 Special Character Guidelines for Low Density Residential (LDR-East Village) and Medium Density Residential (MDR) Zones

A. Neighborhood Design

Building Orientation and Setbacks

1. Alley-load and non-traditional subdivision layouts that create a more urban and active environment are encouraged within the East Village Low and Medium Density residential zones.
2. Deviations from setback requirements will be considered on a case-by-case basis to allow for innovative subdivision layout that meet these objectives based on a finding that adequate unit separation for light, air and ventilation and private open space is still maintained as determined by the Community Development Director.



Non-traditional residential design may include alley load and cluster style development. Where appropriate, deviation from traditional setback standards will be considered to support such development.

Where projects are located adjacent to existing residential development, setback standards shall be maintained except as provided for in Chapter 7, Section 7.4.1.2, Minor/Administrative Modification.

Adjacency to Harry Lorenzo Greenbelt

3. Residential units within the East Village are encouraged to front onto the Harry Lorenzo greenbelt or are designed in such a manner as to actively engage with the trail system through open style fencing, patio orientation or through the incorporation of accessory dwelling units that front on to the trail.
4. Residential units shall not back on to a greenbelt trail or pedestrian path/paseo and garages/driveways shall not be located adjacent to (or front on to) greenbelt trails/pedestrian paths.
5. Subdivisions between Parkland Avenue and CR 25A within the East Village shall incorporate pedestrian connections via paseos or local roads from the Harry Lorenzo greenbelt to the Village Center District at least every 300 feet.

Adjacency to Marston Road and Parkland Avenue

6. Low density, detached single-family units are discouraged from fronting on to Marston Road or Parkland Avenue.
7. Rowhouse/townhouse style residential design is encouraged in the Medium Density Residential zone where adjacent to Marston Road.
8. Units are encouraged to front Marston Road creating an active, urban streetscape, but may include a secondary alley load entrance away from Marston.
9. No driveways or on-site vehicle parking is permitted along the Marston Road frontage.



10. Walk up stoops or other elements providing a vertical separation between residential units and Marston Road is encouraged.
11. The number of access driveways between Road B and the Harry Lorenzo greenbelt should be limited to avoid disrupting the pedestrian environment.

3.5.15 Special Character Guidelines for Low Density Residential (LDR-North Village) Zone

A. Neighborhood Design

Innovative circulation/infrastructure solutions

1. Innovative neighborhood design concepts are encouraged throughout the Specific Plan's residential districts. In particular, innovative and non-traditional pedestrian paths, landscaping and natural storm drain/water filtration systems that create a distinct, more rural neighborhood character should be considered in the North Village.
2. Curving (non-grid) streets are permitted in the North Village as a means of creating an organic neighborhood design. However, pedestrian connectivity should still be provided throughout the neighborhood and to the Harry Lorenzo greenbelt and to Parkland Avenue.

Adjacency to Hwy 113

3. Residential units that back up to Hwy 113 shall maintain a minimum 30 foot setback from the soundwall/Hwy 113.
4. Single story homes are encouraged where adjacent to Hwy 113.

Adjacency to Harry Lorenzo Greenbelt

5. It is encouraged that residential units within the North Village front onto the Harry Lorenzo greenbelt or are designed in such a manner as to actively engage with the trail system through open style fencing, patio orientation or through the incorporation of accessory dwelling units that front on to the trail.
6. Residential units shall not back on to a greenbelt trail or pedestrian path/paseo and garages/driveways shall not be located adjacent to (or front on to) greenbelt trails/pedestrian paths.



Accessory Dwelling Units are encouraged along the Harry Lorenzo Ave greenbelt to actively engage the trail system.

Adjacency to Parkland Avenue

7. Low density, detached single-family units are discouraged from fronting on to Parkland Avenue.

B. Architecture

Design

Architectural styles within the North Village should help create a distinct neighborhood identity and should generally consist of Urban/Modern Farmhouse, Contemporary Cottage or French Country building forms and elevations.





4.0 | MOBILITY AND CIRCULATION







4.1 | OVERVIEW

The mobility and circulation framework for the Plan Area is a modified grid, complete street system that accommodates all modes of travel in a walkable, urban environment. A seamless network of dedicated bike/pedestrian facilities promotes convenient access between commercial centers, residential neighborhoods, and open spaces, and allows employees, residents and patrons to choose from a range of transportation options. The shared mobility hub creates a central point of connection, integrating a range of transportation choices to accommodate emerging technologies. A hierarchy of street types ensures proper performance for vehicle and alternative modes while encouraging shared mobility options. Streetscape design standards establish the Plan Area as a distinctive place, creating an attractive and engaging public realm.



A seamless network of dedicated bike/pedestrian facilities promotes convenient access between commercial centers, residential neighborhoods, and open spaces, and allows employees, residents and patrons to choose from a range of transportation options.

This chapter describes the transportation modes, circulation networks and standards for Plan Area roadways, public transit, bicycle and pedestrian facilities. Roadways have been designed to balance the circulation and flow of vehicular traffic with the provision of safe and accessible facilities for walking, biking and public transit. A modified grid street network provides circulation and access within the Plan Area, to Spring Lake and adjacent areas of the city and distributes Plan Area traffic to support a walkable and bike friendly community. Plan Area roadways provide circulation and connectivity and incorporate landscape elements which provide aesthetics, shade and stormwater management. Specific guidance for bike paths, sidewalk improvements, medians and parkways, landscaping and other streetscape elements are defined in this chapter.

4.2 | NEXT GENERATION MOBILITY

The digital revolution is opening up new technologies and transforming the way goods are purchased and delivered and how people chose to get from place to place. For the past 75 years, the design of communities has been driven primarily from the perspective of the automobile user. The emergence of the shared economy and advent of autonomous vehicles are disrupting the traditional way of thinking about personalized transportation. How cities adapt to and plan for future transportation innovations is a topic of much discussion.



The Plan Area is designed to accommodate current systems while anticipating emerging technologies that will offer an increasing range of transportation options for both personal and commercial use. The Village Center will serve as a social and functional hub of the Plan Area where all modes intentionally intersect at a “shared mobility hub”. Supported by the compact and mixed-



The Plan Area road network is designed to accommodate alternative modes of transportation and as well as future technologies.

use nature of the plan, active transportation modes are prioritized throughout the project to promote biking and walking as a preferred mode of choice. Streets and path facilities are designed to provide efficient movement while creating a stronger sense of place, rather than compromising the human experience. Facilities and programs will be implemented to support a shift away from individual vehicle use and toward active and shared mobility options in order to achieve the General Plan goal of 10% reduction in vehicle miles traveled (VMT).

This section summarizes the planned facilities, systems and programs that are contemplated in the Plan Area and will be the focus of the transportation demand management (TDM) program, described in Section 4.2.7. Funding sources and mechanisms for the mobility amenities, programs and services described in the following sections are addressed in the Finance Plan and Development Agreement.

4.2.1 Active Transportation

Supported by a fine grain network of pedestrian / bicycle facilities, the W RTP promotes active and more individualized forms of transportation such as biking, boarding, scootering, and walking. The Plan Area mix of residential, employment, services, recreational uses proximate to each other and

transit services make it convenient to choose alternative transportation choices throughout the day. Active transportation facilities or amenities at the beginning and end of the trip destination are incorporated throughout the Plan Area to further encourage active transportation as a primary means of getting around.



4.2.2 Shared Mobility Hub

The shared mobility hub, named *The Union*, will at project build out, serve as the nucleus of the alternative transportation system providing integrated access to intra-city as well as inter-city transit service. The Plan Area's seamless network of roads, bike paths, and sidewalks combined with a variety of transportation services will offer multiple choices to support "last mile" connectivity. Located at the Village Center, The Union will be designed to accommodate a range of potential alternative transportation choices such as:



1. Fixed route bus and micro-transit
2. Car/vanpool\parking
3. Designated car share spaces
4. Electric vehicle charging stations
5. Ride hailing services
6. Bike/scooter share docking stations

Services and amenities at the Village Center such as cafés, a market and co-working spaces will create opportunities to further reduce vehicle miles traveled and enhance The Union as a place of connection.

The Plan Area road network is designed to accommodate alternative modes of transportation and as well as future technologies.

Development of The Union will occur in phases to correspond with service demand generated as the Plan Area builds out. Meanwhile, an increasing number of UC Davis faculty, staff, and students at UC Davis are choosing to live in Woodland. Campus planners are seeking new ways to promote transit and carpool options for campus-bound commuters and have engaged with the City to explore effective alternatives to single-occupant driving. The Plan Area's strategic location along Highway 113 at the southern-most side of the community, creates a unique opportunity to establish a convenient point of connection for van/carpool and transit services.

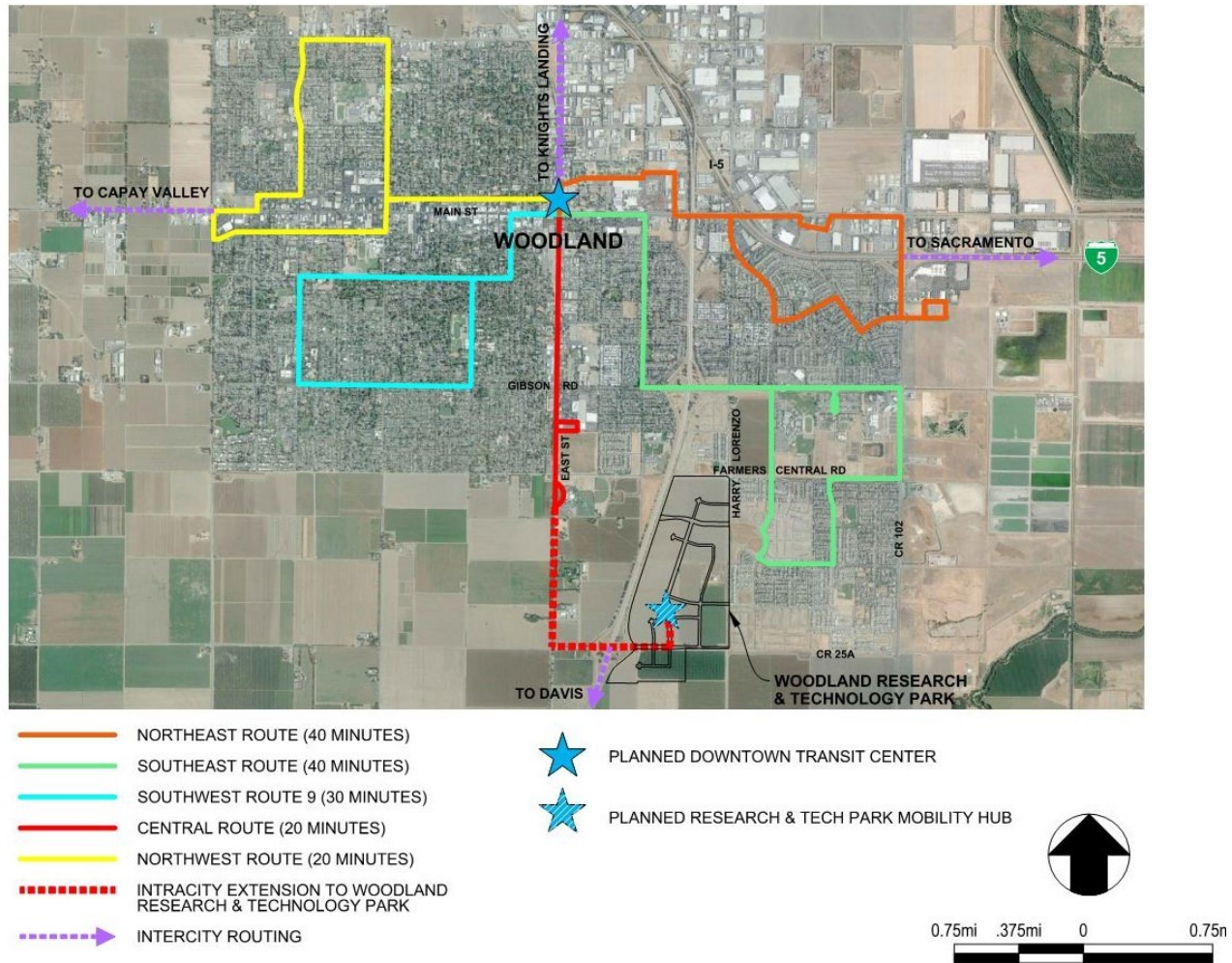
Early phases of the Plan Area’s shared mobility hub will include park and ride facilities to promote carpooling. An illustrative layout of the shared mobility hub is provided below. As demand grows with the employment and housing development, the full set of transit and shared mobility services will be added at The Union.



Elevated Perspective of the mobility hub “The Union,” and Village Center – Artist Rendering

4.2.3 Fixed Route Transit Service

Development of The Union will be planned and coordinated with local and regional transit service providers including YCTD and UC Davis Transportation and Parking Services/Unitrans. The shared mobility hub will be the primary point of connection to fixed route bus service as part of the City’s planned pulse route system provided by YCTD’s YoloBus service. Additionally, a new bus rapid transit connection providing frequent connection to and from UC Davis and the Davis Amtrak Depot is planned. This service will link into regional transit services connecting into high employment areas such as downtown Sacramento/UC Davis Med Center and the Bay Area. This service will be evaluated as part of the TDM program. Exhibit 4-1 depicts the existing and planned inter and intra city bus routes to serve the Plan Area.

**EXHIBIT 4-1: INTER- AND INTRA-CITY BUS ROUTES**

4.2.4 Micro-Transit Service

On-demand shuttle services are supplementing, and in some cases replacing, intra-city fixed route transit service in communities across the country. Woodland and YCTD will be piloting a micro-transit service in 2021 which will inform the future application and expansion of this transportation amenity in the community. The Plan Area is planned and designed to anticipate this service which will not only offer an additional option for “last mile” connection to the shared mobility hub but also provide residents and employees with the flexibility to choose alternative transportation options for primary commute trips and utilize on-demand services for ancillary trips throughout the day.

4.2.5 Vanpool/Ride Share

To supplement transit services, particularly in the earlier phases of the Plan Area build out when ridership numbers have not reached critical service demand levels, park and ride lots will be utilized to support vanpools and ride sharing. Additionally, dedicated parking spaces for car/vanpool and ridesharing will be required for large employment uses. Supplemental funding may be needed

initially to subsidize these services and build ridership demand. Funding from UC Davis and the Plan Area's transportation demand management (TDM) program could be key sources of funding to support these services.

4.2.6 Vehicular Travel

The Plan Area accommodates automobiles yet, is intentionally designed to reduce their use through a combination of a modified grid street network and alternative transportation services/amenities that promote alternate mode choices. To further reduce impacts of automobile use, the plan integrates infrastructure and development standards that support zero emission vehicles and car share programs that will reduce reliance on individual vehicle ownership. The following examples of current, and/or future, innovative transportation solutions will be deployed to help reduce vehicular use and GHG emissions.



1. Electric Vehicles. Every parking lot and garage within the Plan Area will be EV ready for the addition of charging facilities. Dedicated EV parking stalls will be placed near primary entrances, key points of destination, and at park and ride/transit stops.

Car Sharing Services. On and off-street parking spaces in key locations will be dedicated to car sharing, or similar services, in cooperation with existing and future successful private car sharing vendors such as ZipCar, GIG Car and City CarShare.

To reduce impacts of automobile use, the plan integrates infrastructure and development standards that support zero emission vehicles and car share programs that will reduce reliance on individual vehicle ownership.

2. Ride Hailing Services – Designated curbside zones for ride hailing (i.e. Uber/Lyft) will be strategically located at the Union and other locations within the Plan Area.
3. Smart Parking – Use of intelligent parking management technologies, such as Woodland-based JAPA, may be employed in high demand parking areas to monitor utilization, inform drivers of available parking spaces, and offer adaptive time limit and permitting options.

4.2.7 Transportation Demand Management

Reduction of personal vehicle use and an overall vehicle miles reduction travelled by 10% will be achieved through a variety of project features and services such as the ones described in this Chapter. A Transportation Demand Management (TDM) program for the project will be adopted prior to the first tentative map to guide the build out of the Plan Area and the phased implementation of enhanced mobility facilities and programs.



4.3 | MOBILITY AND CIRCULATION NETWORK OVERVIEW

Proposed land uses, densities and the individual district character described in Chapters 2 and 3 have a close connection to streetscape design standards described in this chapter. Together, land use patterns and streetscape contribute to a sense of place by ensuring that local streets are not over- or under-designed to accommodate both local and through traffic, and parking demand generated by development. Further, streetscape design, including greenbelts and pedestrian paseos, help create a cohesive community identity, enhanced with landscaping, street furniture and lighting, entryways and public art.

The street and path networks for the Plan Area have been carefully designed to support the distribution and function of various uses within the land use districts while also serving as a primary place making feature. Each district is associated with unique types of travel demand which is served by a highly connected hierarchy of streets and pedestrian / bicycle paths. The envisioned circulation networks and street hierarchy is shown on Exhibit 4-3, followed by the street cross section designs. As the Plan Area develops, specific street sections may require minor modifications in response to unique or unforeseen circumstances. Minor modifications to the street sections included in Section 4-5 shall be subject to review and approval by the Community Development Director in consultation with the City Traffic Engineer. Providing all modes of mobility equal consideration while emphasizing active and alternative transportation options is a primary goal of the Specific Plan and the 2035 General Plan. Figure 14-16: Table 3-2 from the 2035 General Plan, summarizes the mode priority.

The overall Mobility and Circulation Network and streetscape program consists of the Active Transportation Network and the Roadway Network. The Active Transportation Network includes descriptions of the facilities such as multi use trails, paths, on street bike lanes, shared use marking and pedestrian promenades and sidewalks. The Roadway Networks describes the street hierarchy of Principal Arterial Streets, Minor Arterial Streets, Collector Streets, Local Streets, Alleys as well as Roundabouts / Enhanced Intersections and Streetscape Design Features.

4.4 ACTIVE TRANSPORTATION NETWORK

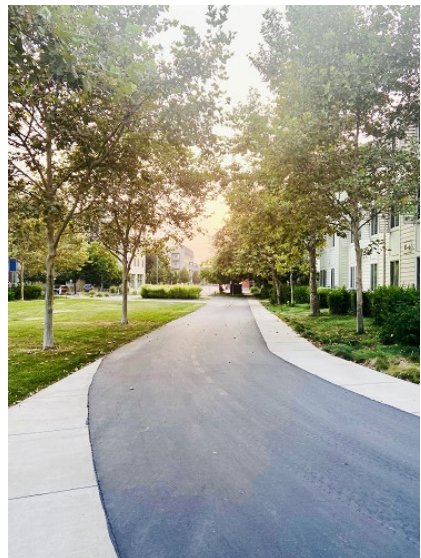


Dedicated on- and off-street bike facilities will allow both transportation and recreational benefits for Plan Area residents and employees.

The Plan Area's active transportation network is comprised of dedicated on-street and off-street facilities that provide both transportation and recreational benefits, as depicted in Exhibit 4-2, Active Transportation Network. The Plan Area's interconnected system of sidewalks, bike lanes and multi-use trails/paths are intentionally designed to link seamlessly throughout the Plan Area and to the shared mobility hub promoting more active and healthier transportation choices. Enhanced crossing features and roundabouts will be used where the active transportation network intersects with the primary roadway network.

The backbone of the network is the 4.9 miles of Class 1 facilities distributed throughout the Plan Area, creating a system of greenbelt trails and more formal multi-use paths. A primary feature of the network is the north-south greenbelt spine that serves as a key connector of existing and planned trail networks. Abandoned portions of Harry Lorenzo Avenue will be converted to greenbelt and integrated into a linear greenway connecting existing trails that extend east-west along CR 25A, Marston Ave, Parkland Avenue, and Farmer's Central Road.

The planned bike and pedestrian overcrossing at the north boundary of the Plan Area will offer safe and convenient access across HWY 113 and connection to the west side of the community via the Woodland Parkway. The future Parkland Avenue overcrossing will provide an additional Class 1 path creating connection between future development of the Specific Plan 1 Area on the west side of HWY 113. The Plan Area is also a key point of connection to the future Woodland-Davis Bikeway / Alternative Transportation Corridor that is envisioned to provide an off-street path between the two cities.





4.4.1 Active Transportation Facility Design

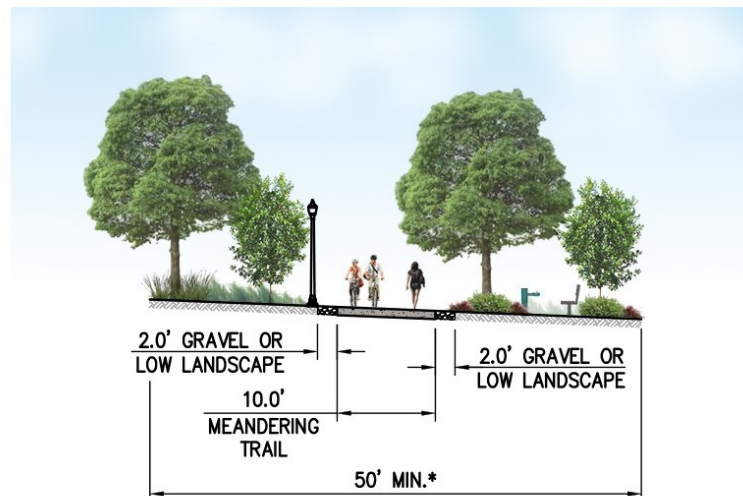
The design of the Plan Area's active transportation facilities have been carefully considered to relate to the street and land use context, reinforcing biking, walking, and other alternative transportation choices as an integral feature of the Plan. The following design standards and section details describe the characteristics of the network's hierarchy of trails, paths, lanes and shared lane markings.



The Plan Area's active transportation network includes 3.1 miles of multi-use trails and greenbelts, allowing residents and employees the ability to travel throughout the plan area comfortably on a bike, walking, or by way of other non-vehicular modes of transportation.

1. MULTI-USE TRAILS

The Plan Area's greenbelt and linear greenway network consists of 3.1 miles of class 1 Multi-Use Trails. These facilities are more informal in nature with a 10-foot wide shared use path that gently meanders through landscaped open spaces. The overall width of the greenbelts and greenways shall vary to reinforce the more informal nature of these spaces. The larger greenbelts are at least 50-feet in width and shall be no less than 24-feet at neighborhood connectors or where located along the street right-of-way. The Multi-Use trails include a 2-foot gravel shoulder or low landscape edge with bi-level motion sensing LED path lighting. Trails will be well shaded with trees and have amenities such as exercise stations, benches, drinking fountains and occasional open turf areas to encourage passive and active recreational use.



TYPICAL GREENWAY WITH MULTI-USE TRAIL

* 24' MINIMUM WHEN TRAIL IS ADJACENT TO A STREET RIGHT-OF-WAY

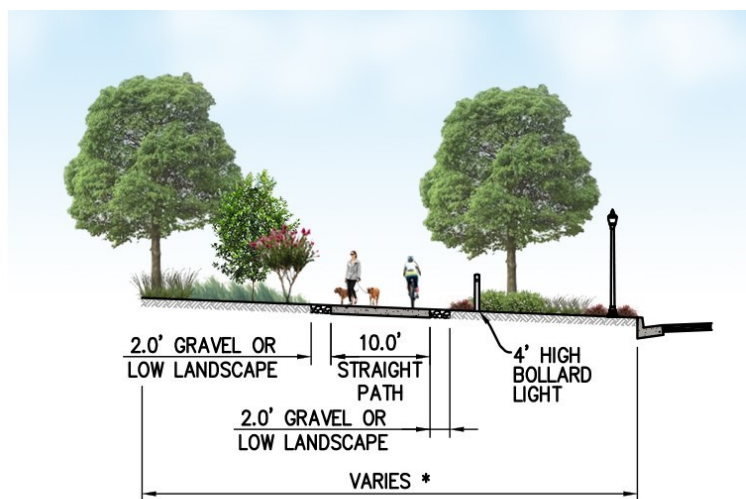
2. MULTI-USE PATHS



A more formal and linear network of multi-use paths through the Plan Area's active urban areas anticipate higher utilization by bikes, scooters and pedestrians.

The Plan Area's greenbelt and linear greenway network transitions to a more formal path facility within the more active urban areas of the plan. The 1.8 miles of Multi-Use Paths are a linear 10-foot wide shared use path that anticipates a higher utilization by all modes including bikes, scooters, pedestrians, and other forms of active transportation. A 2-foot clear recovery zone shall be maintained on both sides of the path. Where adjacent to private use, the recovery zone may be

incorporated within the front setback and may consist of a clear pedestrian zone, free of street furniture or other fixtures, or low landscaping. Lighting will be integrated with the street lighting system and supplemented with pathway or bollard lighting where needed. Bike parking, scooter docks, and transit shelters will be strategically located along the Paths to support utilization of alternative transportation modes.



TYPICAL GREENWAY WITH MULTI-USE PATH

* 17' MINIMUM WHEN PATH IS ADJACENT TO A STREET RIGHT-OF-WAY

3. THE PROMENADE

The tree-lined Multi-Use Path that runs along the east edge of The Yard is called The Promenade. This Path will serve as a connection for bikes and pedestrians between Road E and Marston Drive. Medium and low density residential units in the Village Center will have front entries facing across The Promenade into The Yard to help create an active and more urban open space. The Promenade will have an accentuated pavement treatment, lower level pathway or bollard lighting, and more frequent placement of benches. Portions of the Promenade may allow limited vehicle access but will be clearly designated predominantly for pedestrian and bicycle use.

4. BIKE LANES

The Active Transportation Network contains 3.5 miles of class II on-street bike lanes. The minimum width of the lanes is 6-feet for designated bike lanes on collector streets. On arterial streets such as Road B, Parkland, and CR 25A where traffic speeds and volumes are higher, bike lanes are 8-feet wide and have a 2-foot buffer on the vehicle lane side. Green lane markings will be used along CR 25A and Road B to further identify the on-street bike facilities.

5. SHARED LANE MARKINGS

Shared lane markings such as sharrows will be used to accentuate the shared nature of these streets. On collector and local streets within the lower density residential neighborhoods that serve as key bike corridors, shared lane markings consistent with the best practices and standards articulated within the MUTCD will be used.



Class II and III bike facilities will be delineated by street markings using best practices from MUTCD.

4.5 ROADWAY NETWORK AND STREET HIERARCHY

The Plan Area's roadway network is a hierarchy of Principal Arterial, Minor Arterial, Collector, and Local Streets that provide seamless connection into and out of the Plan Area. Roadways are planned to accommodate the specific travel modes prioritized relative to the land uses they serve. Each roadway is also uniquely designed to reinforce the character of each District and support the creation of a distinctive sense of place. The primary roadway network is shown in Exhibit 4-3.

Street Typology | Street typologies expand upon the functional classification and take into account street context, land use context, and travel mode prioritization. This typology ensures that the application of street standards consider a street's relation to surrounding land uses, appropriate travel speeds, and the need to accommodate multiple travel modes and user abilities.

		Mode Priority			
		High	→ Low		
Principal Arterial	Commercial				
	Industrial				
Minor Arterial	Residential	Equal Priority			
	Mixed-Use	Equal Priority			
	Commercial	Equal Priority			
	Industrial				
Collector	Residential	Equal Priority			
	Mixed-Use	Equal Priority			
	Commercial	Equal Priority			
	Industrial				
Local	Residential				
	Mixed-Use				
	Industrial				

Equal Priority: Recognize the importance of all transportation modes.





4.5.1 Principal Arterial Streets

A Principal Arterial Street provides mobility for higher vehicular traffic volumes while maintaining a comfortable bike and pedestrian experience.

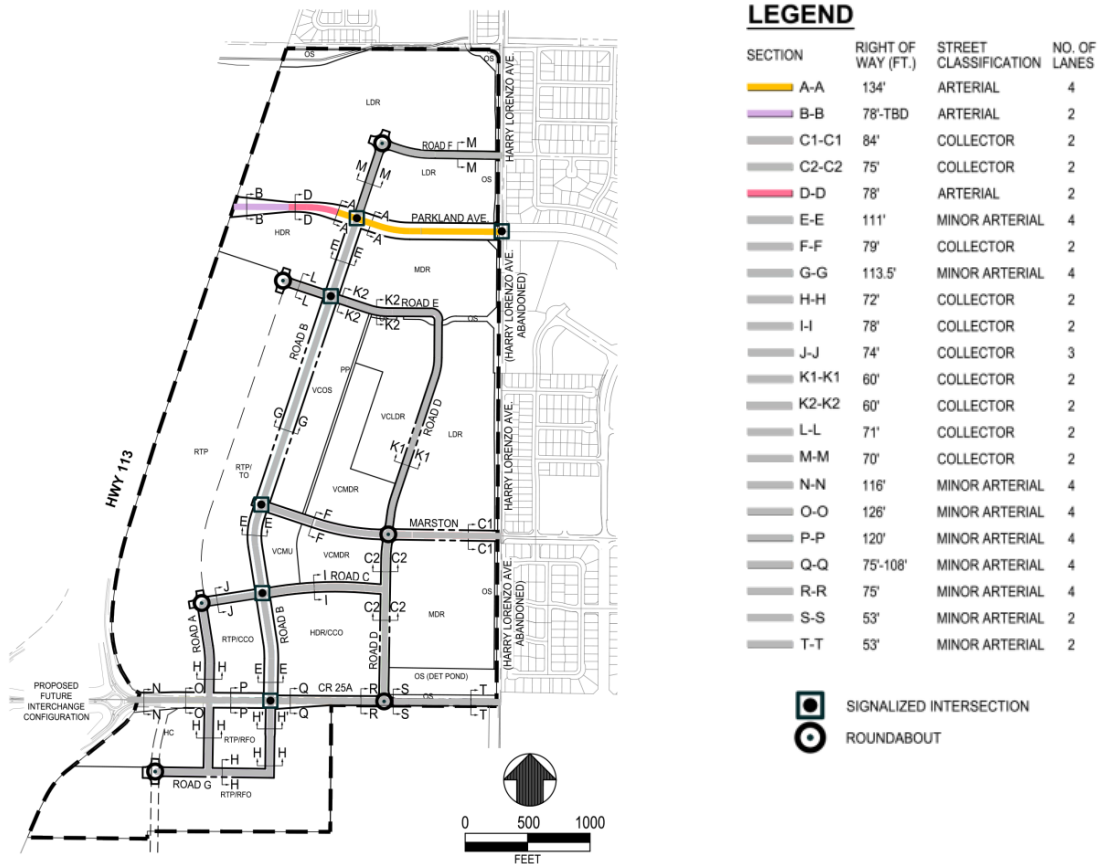


EXHIBIT 4.4: PRINCIPAL ARTERIAL STREETS KEY MAP

1. PARKLAND AVENUE

Parkland Avenue, depicted on the key map above, is the only principal arterial street within the Plan Area. This street segment is the primary connector into and out of the Plan Area from the north, intersects with Pioneer Avenue and Heritage Parkway at the Spring Lake Village Center, the hub of the arterial network in the Southeast Area.

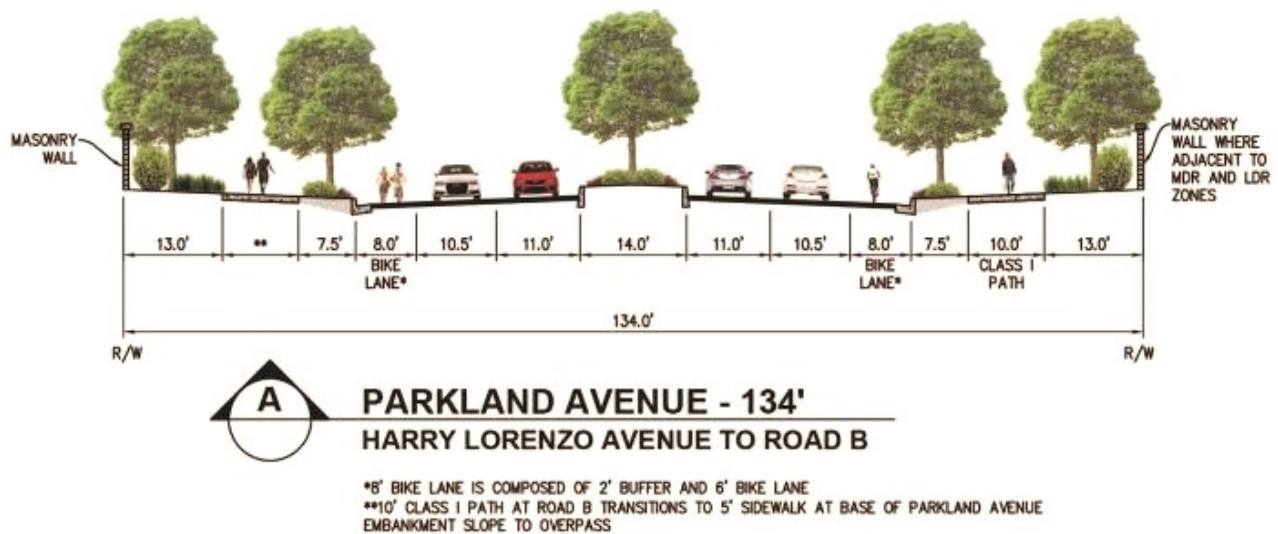
The roadway network will extend Parkland Avenue from Harry Lorenzo Avenue (HLA) to Road B where it will ultimately extend west over Highway 113 (HWY 113). It is anticipated that the segment from Road B to East Street, including the Hwy 113 overpass, will be completed with the build out of General Plan Specific Plan Area 1B, and the necessary right-of-way within the Plan Area will be dedicated as part of the Project infrastructure requirements. Parkland Avenue will continue west from HLA as a 4-lane Principal Arterial with a landscape median, buffered on-street bike lanes, Class 1 bike/pedestrian paths and landscape strips on either side of the paths as illustrated in Section A-A.



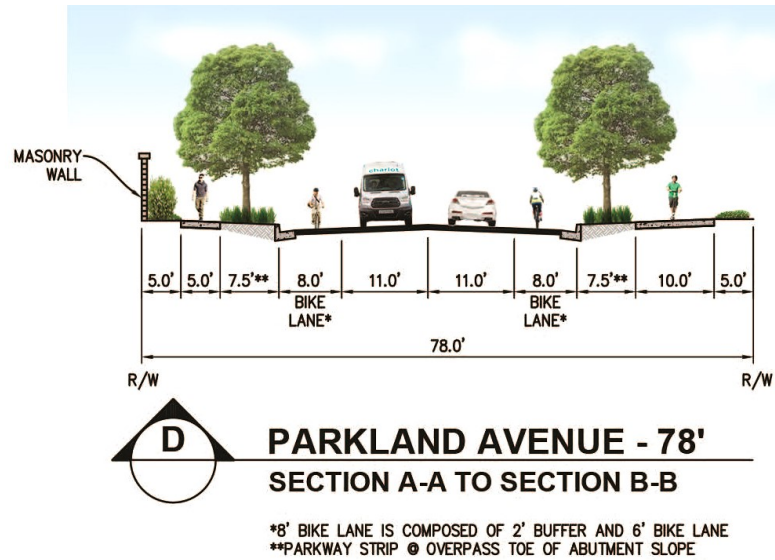
Parkland Avenue will serve a primary connector between the existing Spring Lake neighborhood to the east and the Plan Area.



The Parkland Avenue extension will continue with on-street and Class I bike facilities between Harry Lorenzo and the future pedestrian overcrossing.

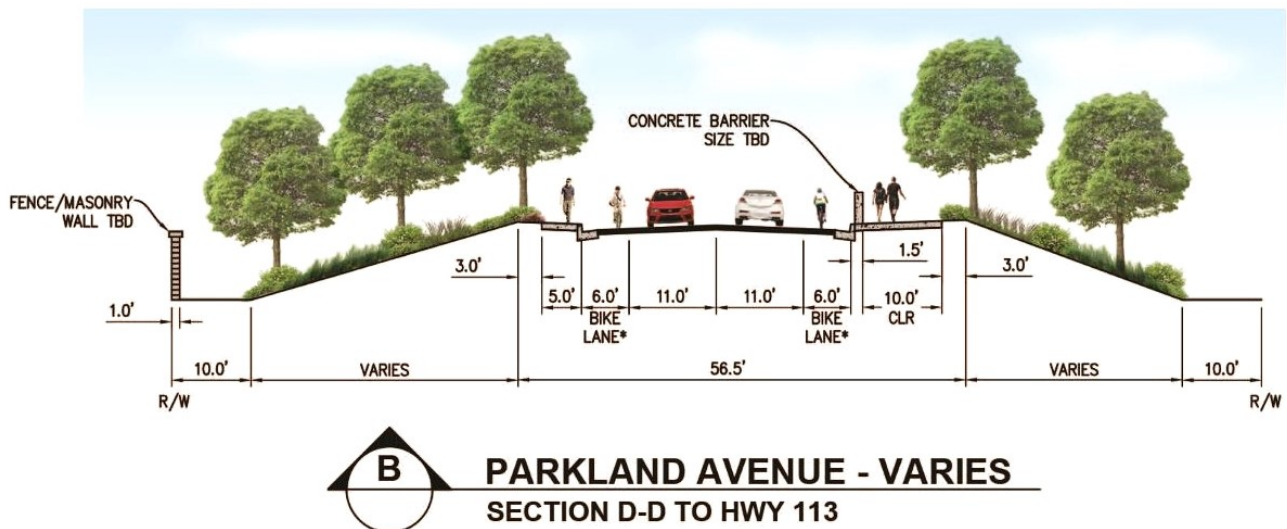


From Road B to HWY 113, Parkland will transition to an overpass, narrowing to two lanes with buffered on-street bike lanes, planting strips and a 10-foot multi-use Class 1 bike/pedestrian path on the south side of the street. This transition is illustrated from east to west via Street Sections D-D and B-B. The western extent of Parkland Avenue and adjacent right-of-way, is designed in anticipation of future extension across HWY 113 to East Street.



The intersection of HLA and Parkland Avenue will be improved with signalized controls and enhanced bike and pedestrian facilities to provide greater safety and comfort to users of the adjacent north-south greenbelt. The signalized intersection at Road B and Parkland Avenue will be similarly improved with features to enhance safety and comfort for bicycles and pedestrians.

Transit (Bus) shelters and turn-outs will be provided between HLA and Road B as required to provide service to planned transit routes.



4.5.2 Minor Arterial Streets

Minor Arterial Streets CR 25A and Road B, as depicted on key map below, provide mobility for higher traffic volumes than local roads, but lower traffic volumes and speeds than Principal Arterial roads. These roadways will serve as critical components of the Alternative Transportation Network, serving as key entryways and placemaking streets as well as the primary transit connections. Access from parcels onto these roadways is limited to reduce points of conflict, smooth the flow of traffic, and enhance urban design.

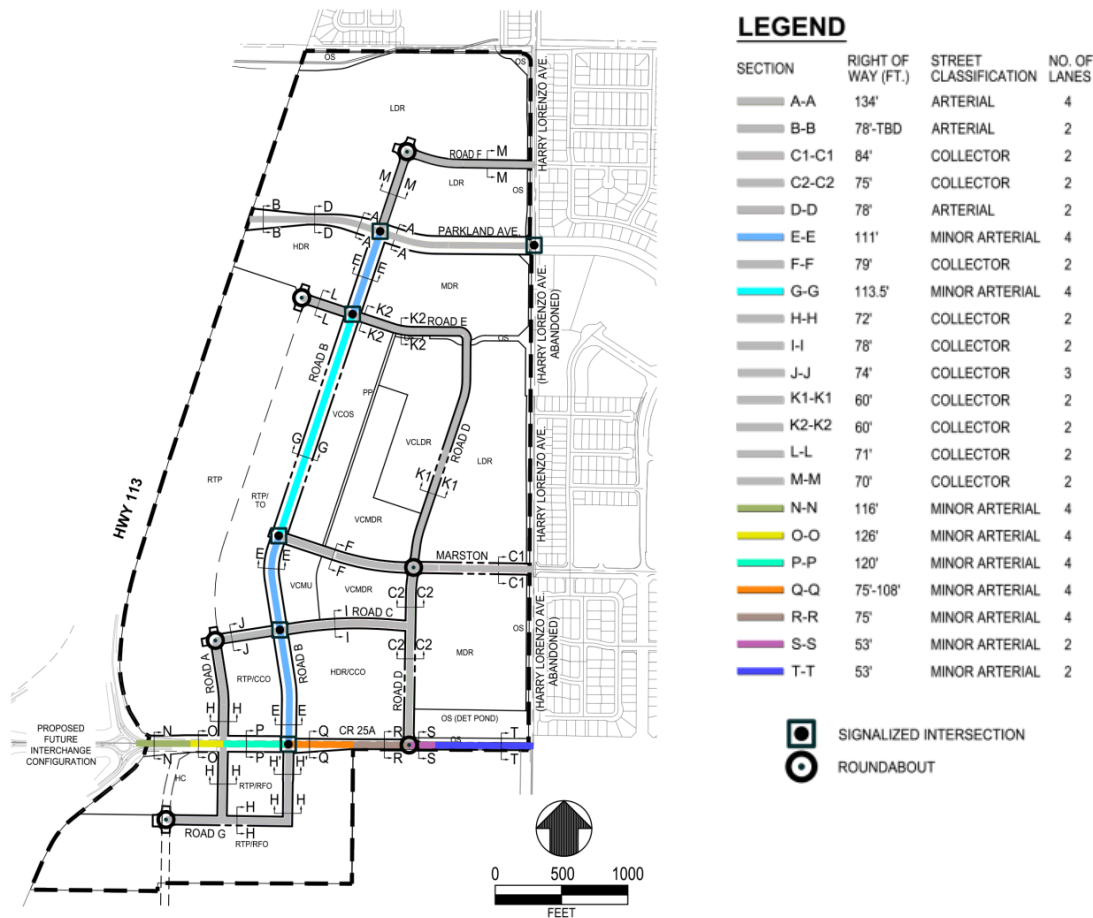
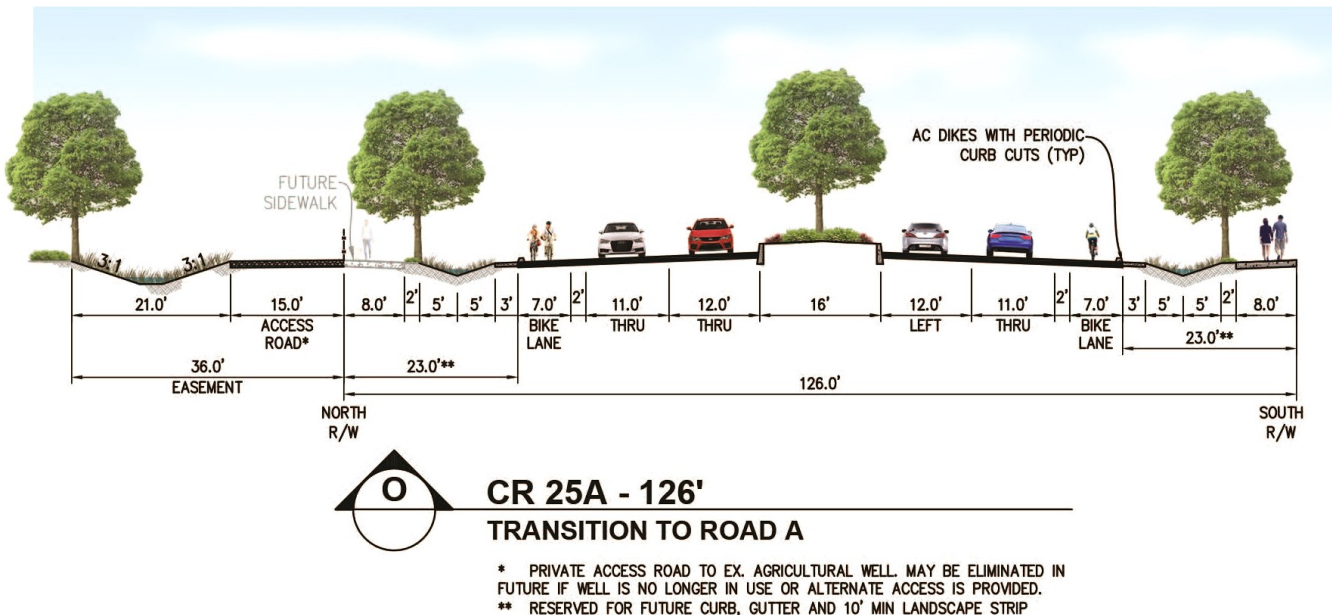
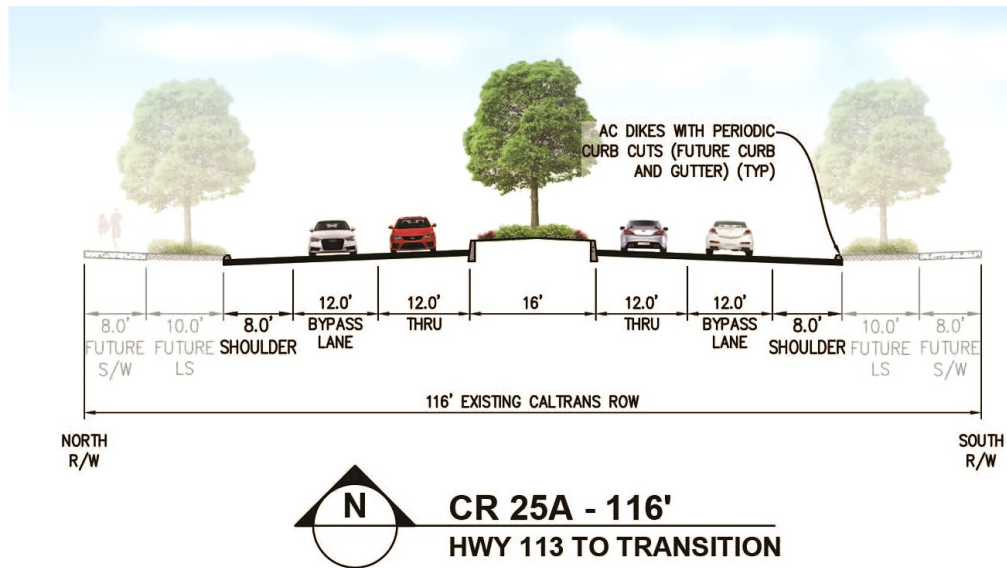


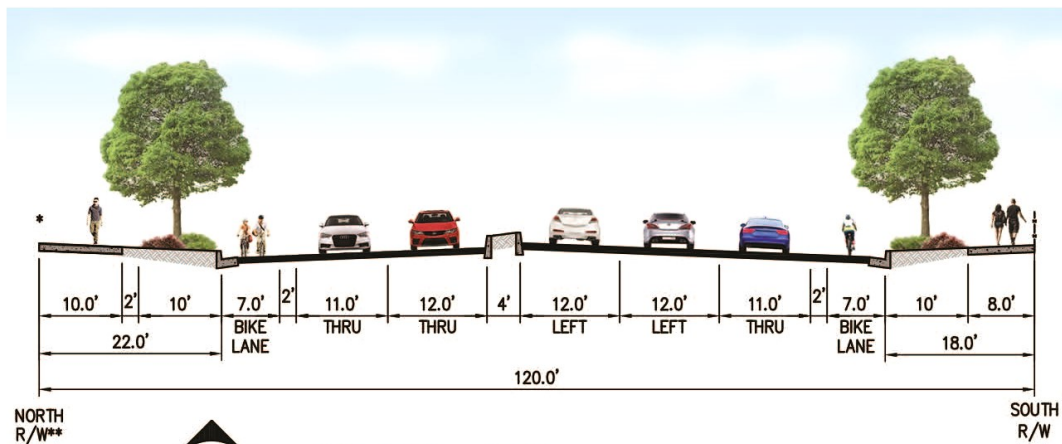
EXHIBIT 4-5: MINOR ARTERIAL STREETS KEY MAP

1. COUNTY ROAD 25A

County Road 25A (CR25A) serves a prominent role as the primary entryway into the Research and Technology Park as well as the southernmost gateway to Woodland. As depicted on Exhibit 4-3, Circulation Diagram, roundabouts are proposed on both the east and west sides of the HWY 113 / CR25A interchange to smooth the flow of traffic and create a more distinctive visual entry experience. A Class 1 Multi-Use Trail will be built on the north side of the roadway extending the existing trail in Spring Lake to the embankment approach to the HWY 113 overpass.

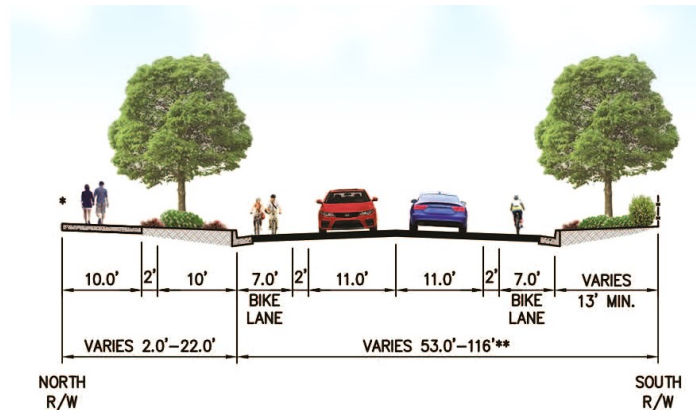
The transition from the interchange to CR25A itself will consist of four lanes of traffic with a 16' wide median as illustrated by Section N-N. Right-of-way for this transition segment is designed to add future pedestrian walkways buffered from the roadway via a tree-lined landscape strip. Between this transition and Road B, CR25A will have four lanes of traffic, turn pockets, buffered on-street bike lanes and a 16' center median island, illustrated by Sections O-O, P-P, and Q-Q. The signalized intersection of Road B and CR 25A is the main entryway into the Plan Area and will included enhanced pavement and monument features to accentuate its role as a prominent entryway.





CR 25A - 120' ROAD A TO ROAD B

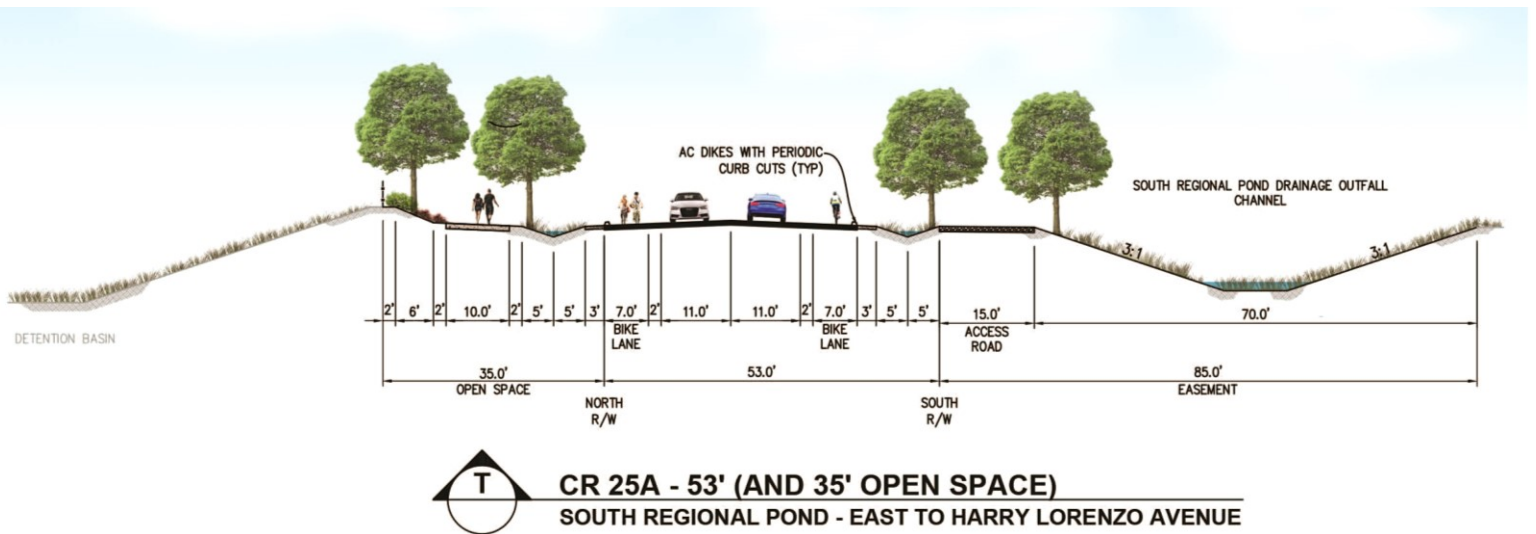
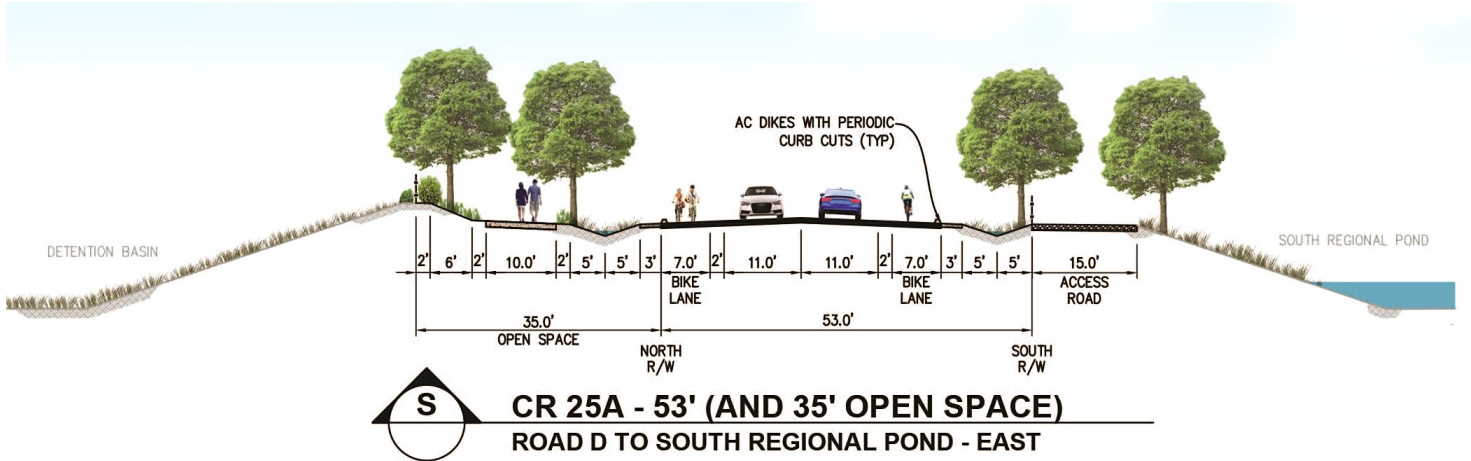
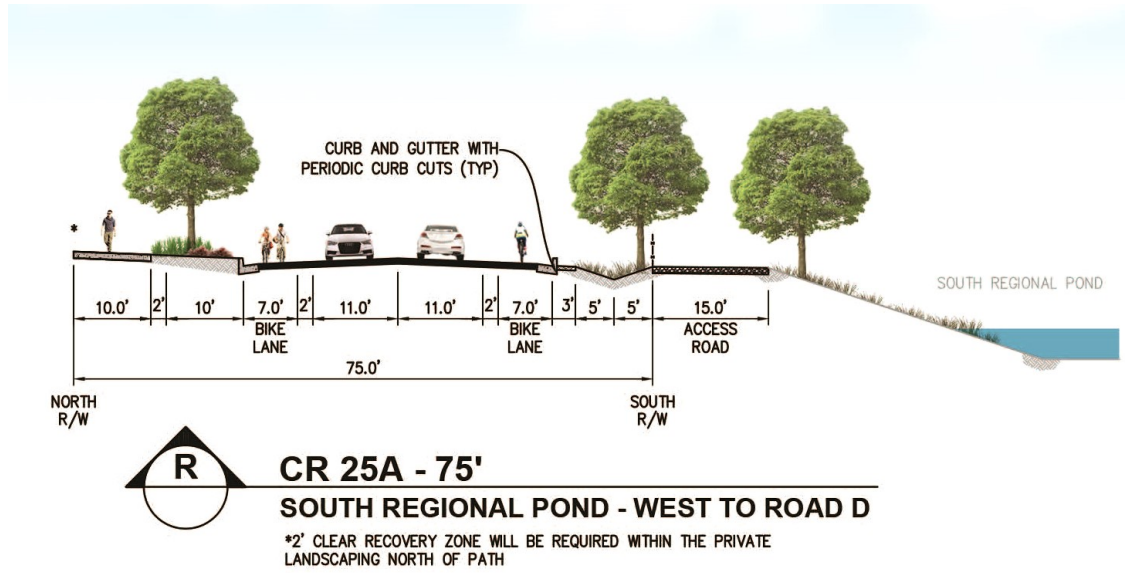
*2' CLEAR RECOVERY ZONE WILL BE REQUIRED WITHIN THE PRIVATE LANDSCAPING NORTH OF PATH
 **NO DIRECT ACCESS TO CR 25A FROM ABUTTING PROPERTY TO THE NORTH



CR 25A - VARIES ROAD B TO SOUTH REGIONAL POND - WEST

*2' CLEAR RECOVERY ZONE WILL BE REQUIRED WITHIN THE PRIVATE LANDSCAPING NORTH OF PATH
 **ROAD TO INCREASE AT INTERSECTION WITH ROAD B TO ACCOMMODATE THE FOLLOWING LANES: WESTBOUND LEFT TURN, WESTBOUND THROUGH, AND WESTBOUND THROUGH/ RIGHT. TRANSITION LENGTH TO TWO LANES TBD, ESTIMATED TO BE BETWEEN 500-1000'

East of Road B, CR 25A will taper to a two-lane road with roundabout intersection control at Road D, where it will continue east and extend to Parkland Avenue. The two-lane segment within the limits of the Plan Area are illustrated in relation to various adjacent storm water collection facilities, as illustrated by Sections R-R, S-S, and T-T below. The Plan Area infrastructure financing plan will include the completion of CR 25A from Hwy 113 to CR 102.

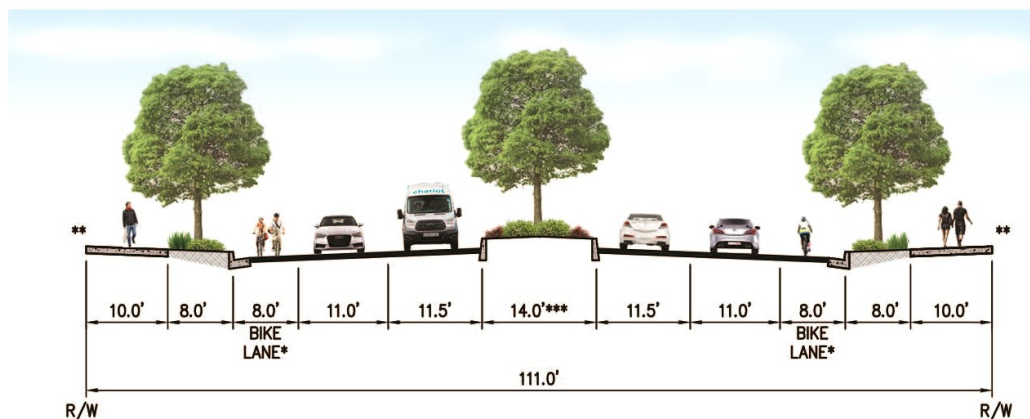


2. ROAD B

Road B is a Minor Arterial street that functions as the main spine through the Plan Area linking employment, commercial, residential, and recreational uses. As the most prominent street in the Plan Area, the design and overall experience of Road B for all users is to be distinctive and reinforce, rather than detract from, the sense of place.



All intersections along this roadway are signalized to ensure efficient flow of traffic but also support safe and convenient travel of alternate modes. Enhanced pavement, landscape and aesthetic features will be provided at each of the intersections.



ROAD B - 111'

ROAD 25A TO MARSTON DRIVE & ROAD E TO PARKLAND AVE

*8' BIKE LANE IS COMPOSED OF 2' BUFFER AND 6' BIKE LANE

**2' CLEAR RECOVERY ZONE WILL BE REQUIRED WITHIN THE PRIVATE LANDSCAPING

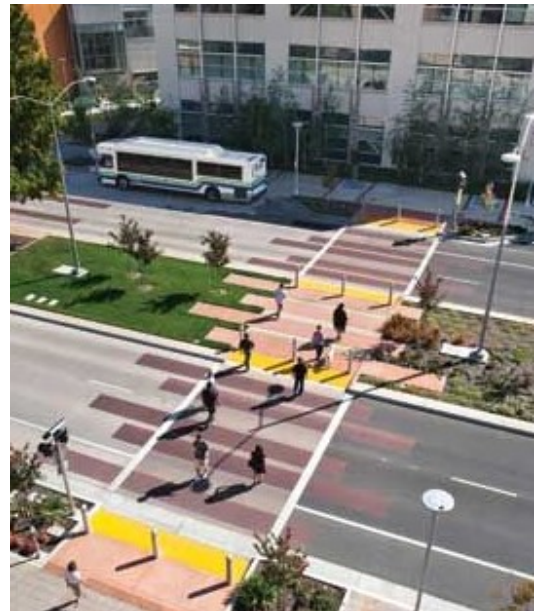
***16' WIDTH AT ROAD B/ CR 25A INTERSECTION, WITH THE LENGTH OF THE WIDENED MEDIAN TO MATCH TURN POCKET LENGTH

CR 25A to Road C. Beginning at the intersection of CR 25A, the primary entryway to the Plan Area, Road B's character is that of a shared use roadway with two vehicle lanes in each direction, buffered on-street bike lanes, and off-street Class 1 Multi Use Paths. A generous 14-foot wide tree lined median extends the length of Road B complemented by 8-foot wide tree lined landscape parkways on both sides of the street separating the roadway from the multi-use path. Driveway access is limited to no more than two right-in and right-out driveways on each side of the road within the block. See Section E-E.

Road C to Marston Drive. The character of Road B between Road C and Marston is similar to the segment to the south but transitions to a more urban character on the east side adjacent to the Village Center. See Section E-E. The shared mobility hub, The Union, is integrated into the 8' wide planter strip zone and provides accommodations for bus transit and ride hailing services. The multi-use path changes in pavement design and is signed to slow bicycle speeds as it passes through The Union. The path merges with the on-street bike lane north of The Union where the sidewalk zone transitions to a pedestrian only zone with outdoor dining and other enhanced streetscape features.

The intersection of Road B and Marston Drive is the heart of the Plan Area plan where the Village Center, The Yard, and the North Campus District meet. Special emphasis on the design of this intersection will be made and will include enhanced pavement treatments to highlight the bike and pedestrian crossings, lighting, landscaping, and architectural/public art features. Driveway access along Road B, from Road C to Marston Drive, is limited to a single right-in and right-out driveway on each side of the block and located to avoid conflict with transit facilities.

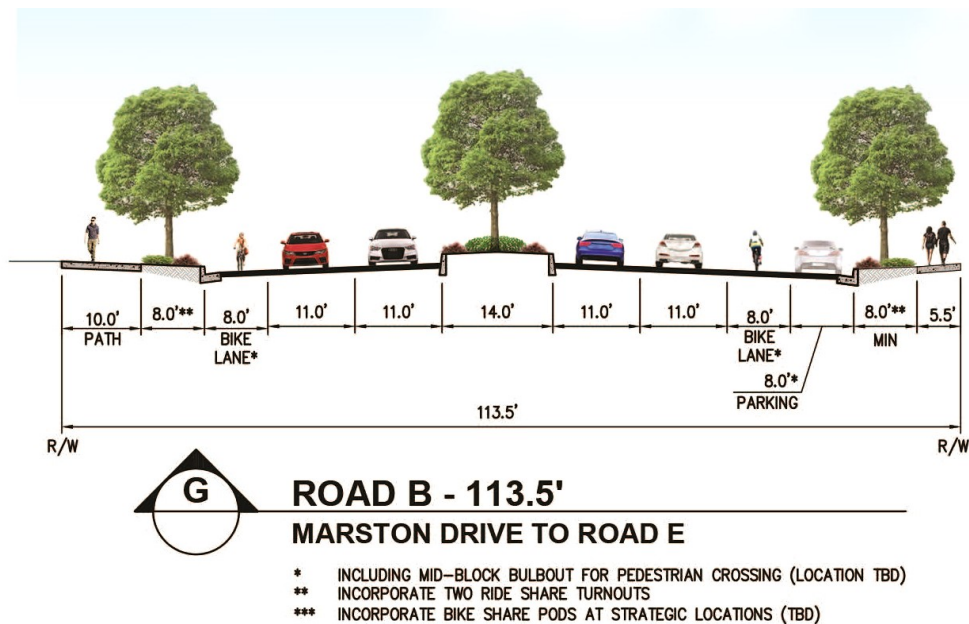
Marston Drive to Road E. This segment of Road B spans the entire west edge of The Yard and the park facing frontage of the North Campus District. The character of this segment of Road B is significant as it functions as a visual extension of The Yard while maintaining its role as the primary north-south road through the Plan Area. The roadway consists of two vehicle lanes in each direction, buffered on-street bike lanes, and on street parking on the east side. An off-street Class 1 Multi Use Path along the frontage of the North Campus District offers convenient bike and pedestrian access for employees. A 5'6" sidewalk provides pedestrian access along the west side of The Yard which is buffered by 24 feet of bike lane,



An enhanced intersection and mid-block crossings along Road B will offer safer pedestrian access to and from The Yard, Village Center and Tech Park campus.

parking and planter strip. Further enhancing the corridor and visually extending the park is a generous 14-foot wide tree lined median. See Section G-G.

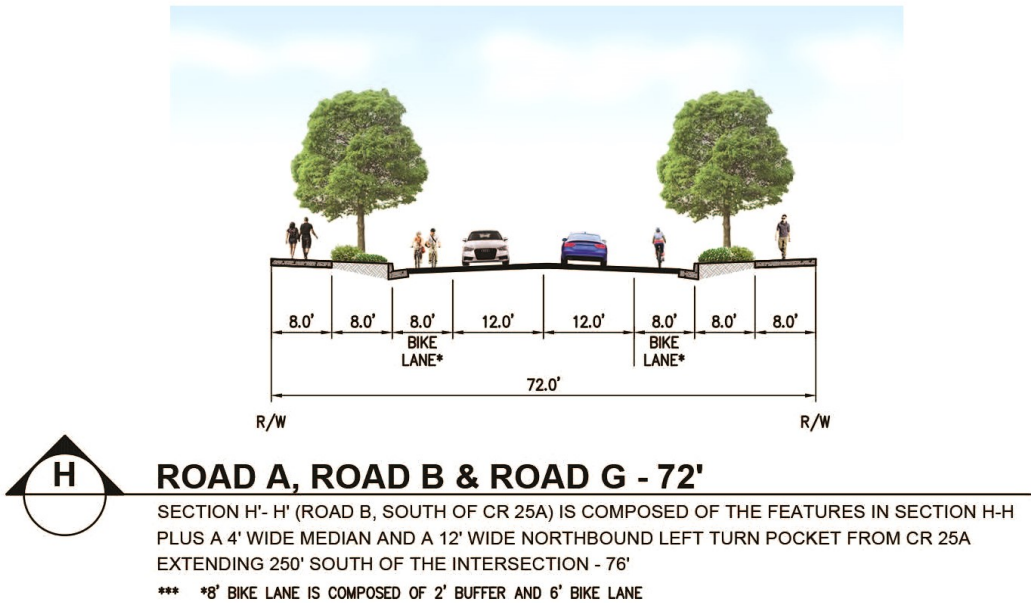
An enhanced intersection is planned midway along this segment of Road B to provide access to the North Campus District and offer controlled access across the roadway for bikes and pedestrians. Additional pedestrian and bike only crossings will be integrated between Marston and Road E to offer safe and convenient access between the North Campus District and The Yard. Driveway access for the Plan Area uses adjacent to this segment of Road B are discouraged and shall be consolidated where needed and restricted to right-in and right-out movements only.



Road E to Parkland Avenue. The segment of Road B from Road E to Parkland Avenue will serve as the primary vehicular access point into the Plan Area from the north. The intersection of Road B and Parkland will be enhanced with pavement markings and gateway features to enhance bike/pedestrian safety and highlight this location as a point of entry to the Plan Area. To minimize conflicts, driveway access is limited to a single right-in and right-out driveway on each side of the block.

The roadway consists of a 4-lane road with on-street buffered bike lanes, similar to Road B between CR25A and Marston (See Section E-E on page X). A Class I Multi-Use Trail connects the trails on Parkland Avenue to Class I facilities that provide access to heavily used destinations of the North Campus District and The Yard. The design of the roadway is enhanced with by a 14-foot wide tree lined median complimented by 8-foot wide tree lined landscape parkways on both sides of the street.

CR 25 A to Road G. South of CR 25A, Road B transitions to a Collector Street with two travel lanes and buffered on-street bike lanes. The initial 250 (+/-) feet south of CR25A will include a 4' wide median and 12' northbound turn pocket at the entry. This segment of Road B serves as the primary entry into the South Campus District where it provides access to Highway commercial and lower intensity research park flex uses. See Section H-H.



4.5.3 Collector Streets

Collector Streets (Marston Drive and Roads A, C, D, E, F, G and B south of CR 25A) provide for relatively short distance travel between and within neighborhoods, and have lower speeds and traffic volumes than arterials. Driveway access to collectors is limited less than on arterials but may still be discouraged on certain segments to limit circulation conflicts. Street design and character of each of the Collector Streets in the Plan Area are described in more detail below.

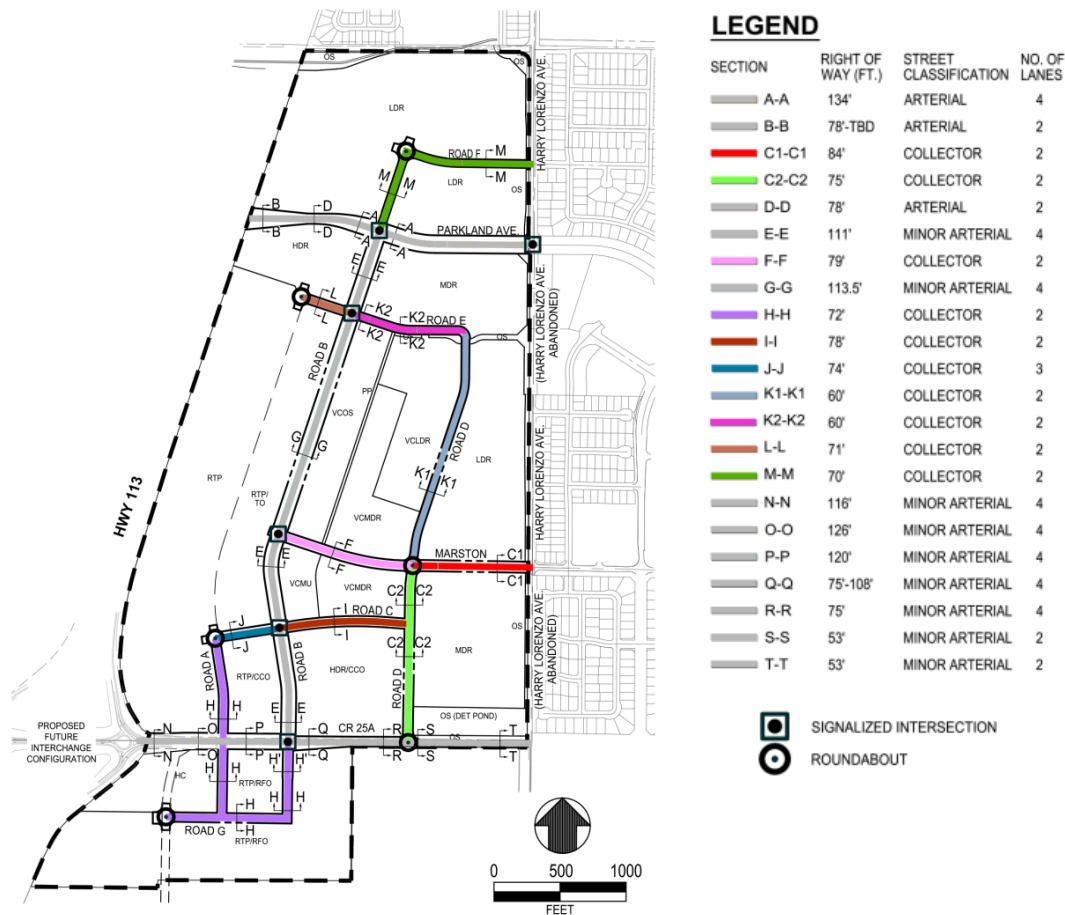
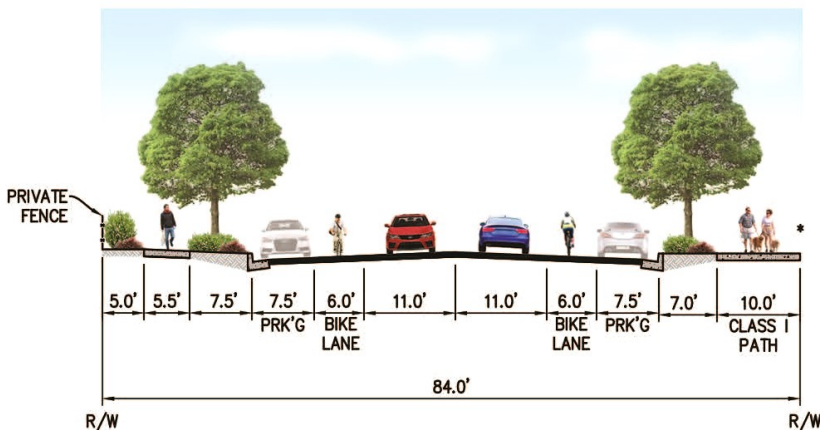


EXHIBIT 4-6: COLLECTOR STREETS KEY MAP

1. MARSTON DRIVE

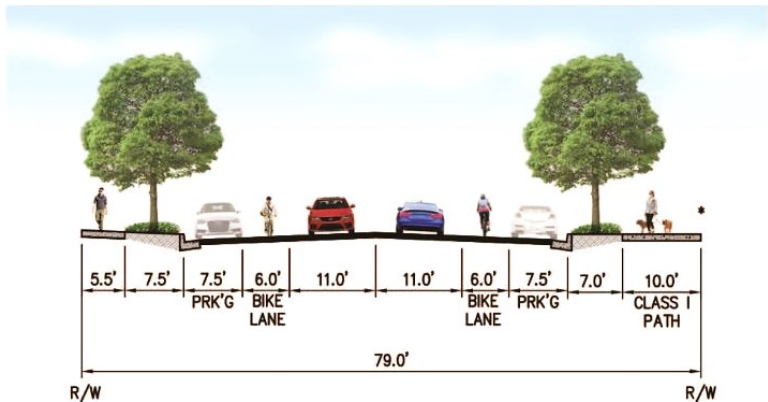
Marston Drive connects the Village Center of the Plan Area to Spring Lake neighborhoods and provides convenient access for residents of both areas to employment, retail, services, parks and open spaces. Marston Drive transitions in character from that of a residential street in Spring Lake to an urban mixed-use street at the core of the Plan Area. The segment of Marston Drive from Harry Lorenzo Avenue to Road B includes two travel lanes, parking lanes on each side of the roadway, planting strips, a 10-foot Class 1 Multi-Use trail on the south side and a 5½-foot sidewalk on the

north (Section C1-C1). A roundabout at the intersection of Road D and other traffic calming measures will be utilized to keep speeds low while allowing smooth circulation. Enhanced paving and pedestrian safety features will be installed at the greenbelt crossing to slow traffic and provide for ease of bike and pedestrian connection across Marston Drive. Driveways for single family will not be permitted and all other driveway access points shall be consolidated to minimize ingress and egress conflicts.



MARSTON DRIVE - 84'
HARRY LORENZO AVENUE TO ROAD D

*2' CLEAR RECOVERY ZONE WILL BE REQUIRED WITHIN THE PRIVATE LANDSCAPING SOUTH OF PATH



MARSTON DRIVE - 79'
ROAD B TO ROAD D

*2' CLEAR RECOVERY ZONE WILL BE REQUIRED WITHIN THE PRIVATE LANDSCAPING SOUTH OF PATH

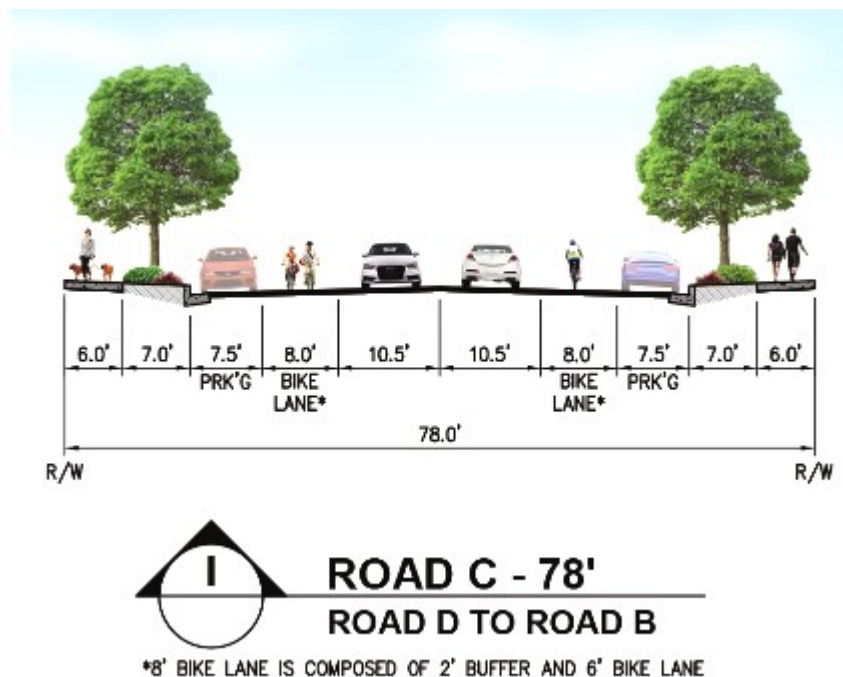
Marston Drive at Road B. The intersection of Marston Drive and Road B is the central intersection of the Plan Area and is the primary point of access to the core of the North Campus District. Careful attention to the design of this intersection will be taken to ensure it enhances and does not detract from the sense of place of the Village Center. (See description of intersection features in Minor Arterial - Road B section above)

2. ROAD A

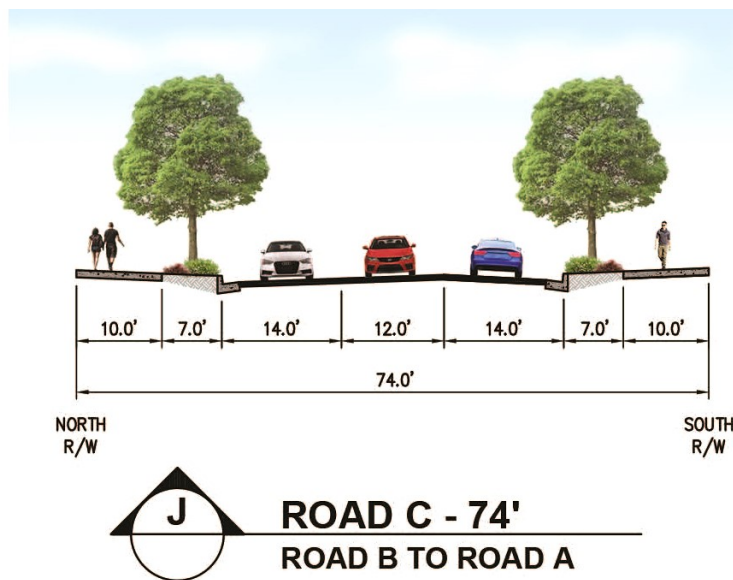
Road A is a Collector Road providing access to the interchange adjacent to portions of the North and South Campus Districts of the Technology Park. North of CR 25A, Road A is designed as a 2-lane street with buffered bike lanes, planting strips, and widened sidewalks (Section H-H on page X). A roundabout is proposed at the intersection of Road C and access is restricted to right-in and right-out turning movements where Road A connects with CR 25A.

3. ROAD C

Road C is a collector street that parallels Marston Drive and CR 25A and provides an alternate east-west access between the higher density residential and the Plan Area uses. Between Roads D and B, Road C is designed as a narrower two lane street with on-street parking, bike lanes, planting strips, and 6'-0" wide sidewalks. Multiple driveway access points will be allowed to serve the mixed commercial and residential uses to minimize the need for driveways on the surrounding arterial roadways.

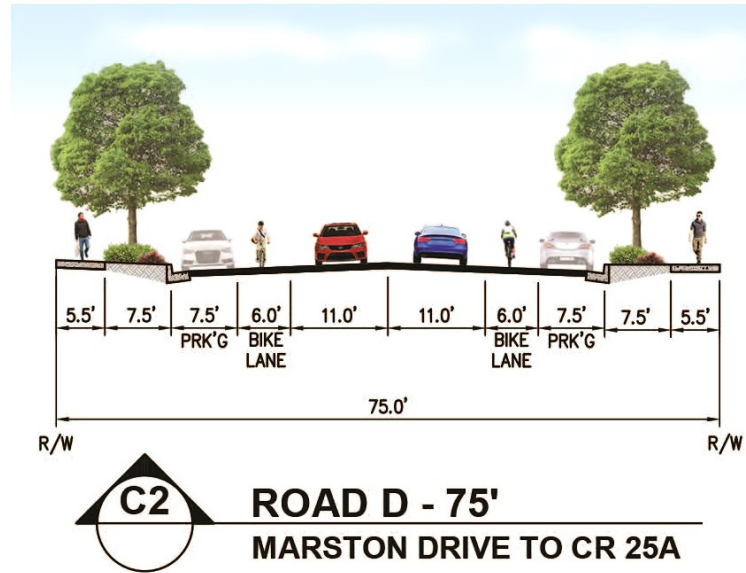


The segment of Road C between Roads A and B provides connection to Plan Area uses in the southern area of the North Campus District. The roadway consists of three travel lanes, two westbound and one eastbound. Due to a center median at CR25A and Road A, prohibiting left turns onto Road A from CR25A, the majority of inbound trips will access the North Campus Plan Area via Road B to westbound Road C; hence the two lane westbound Road C design. See Section J-J below. Full access driveways are permitted but restricted to the mid-section of this segment of Road C to avoid intersections conflicts. Planting strips provide street tree canopy and separation for the Class 1 multi-use paths on both sides of the street. A roundabout is proposed at the intersection of Road A to smooth the flow of traffic.

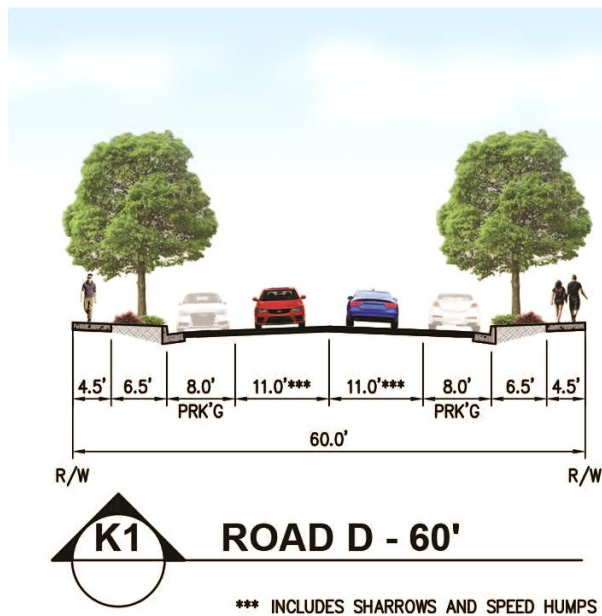


4. ROAD D

Road D parallels Road B through the majority of the Plan Area and is a collector road serving the Village Center District and East Village Districts south of Parkland Avenue. Between CR25A and Marston Drive, Road D is designed as a two lane street with on-street parking, bike lanes, planting strips, and 5'-6" wide sidewalks (Section C2-C2). Multiple driveway access points will be allowed to serve the higher density residential uses and minimize the need for driveways on the surrounding arterial roadways.

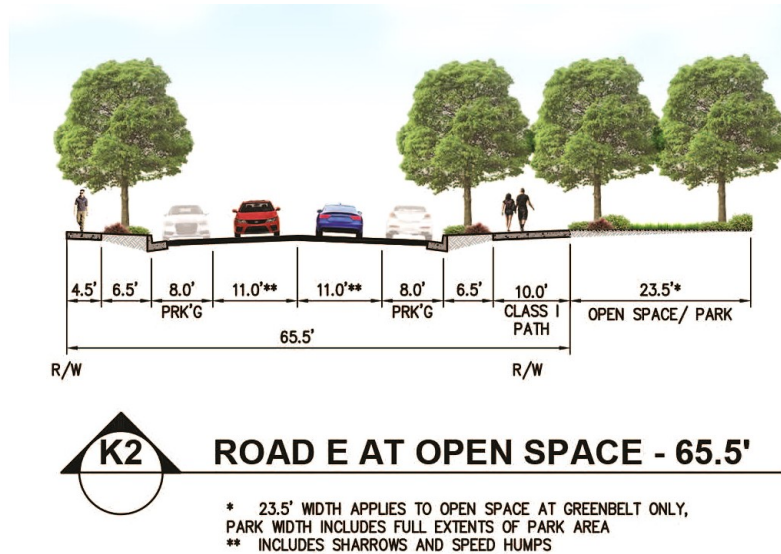


North of the roundabout at Marston Drive, Road D narrows as it transitions into the lower density residential neighborhoods of the Village Center and East Village Districts. The roadway has two travel lanes with on-street parking and detached 4'-6" wide sidewalks. A 6'-6" wide planting strip will provide for a tree lined street that offers generous shade canopy. See Section K1-K1. Traffic calming measures will be integrated into the roadway to keep speeds lower and shared lane markings will be installed to accentuate the shared use nature of the road. Enhanced pavement design and pedestrian safety features will be integrated at the north end of Road D where the multi-use trail crosses. Single-family home driveways accessing Road D are discouraged.

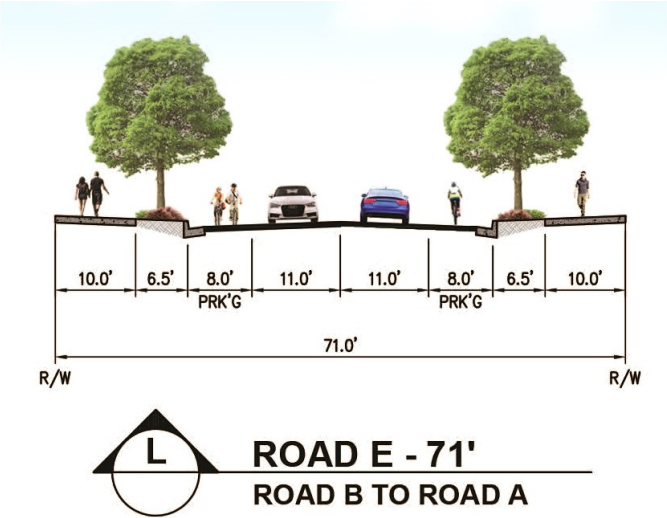


5. ROAD E

Road E runs east-west along the north end of The Yard and connects the Village Center Residential neighborhoods to Road B. Between Road D and Road B, the street consists of a two lane street with on-street parking. A planter strip separates a 4'-6" wide sidewalk on the north and a 10' multi-use trail on the south side of the roadway. Single-family home driveways are prohibited on the south side of the road. Access to the medium density residential uses and/or school site on the north side shall be consolidated to reduce the driveways or roadways connecting into this segment of Road E (Section K2-K2).

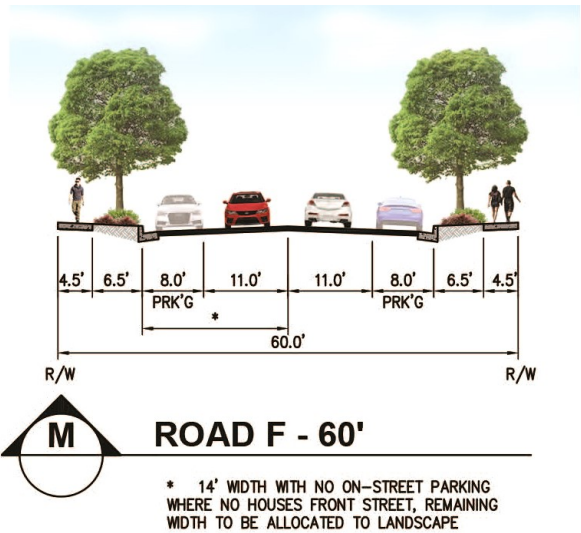


West of Road B, Road E transitions to a more urban mixed character street that serves both high density residential and Plan Area uses. The roadway has two travel lanes with on-street parking and 10 foot wide multi-use paths on both sides of the roadway. A 6'-6" foot wide planting strip will provide for a tree lined street that offers generous shade canopy. See Section L-L. A roundabout at the end of Road E provides access to both the residential and Plan Area uses.



6. ROAD F

Road F is the primary access for the residential neighborhood at the north end of the Plan Area with connections to both Parkland Avenue and Harry Lorenzo Avenue. Road F consists of a two lane street with on-street parking. A planter strip separates a 4'-6" wide sidewalk on both sides of the street (Section M-M). Single-family home driveways are discouraged. On street parking may be replaced with on-street bike lanes if lotting patterns result in no driveway access directly onto Road F. An oversized roundabout with a large specimen tree and native plantings provides a focal point of the neighborhood.



An oversized and landscaped roundabout will serve as a focal feature within the North Village similar to the roundabout located in Woodland's historic Beamer Park neighborhood shown here.

7. ROAD G

Road G is an east-west road connecting the south ends of Road A and Road B providing access to the southern most areas of the Plan Area. Road G consists of a two lane street with Class II on-street bike lanes. A planter strip separates an 8' wide sidewalk on both sides of the street (see Section H-H on page 4-25). A roundabout at the west end of Road G provides access to both the Highway Commercial and Plan Area uses and provides a character defining focal point for the South Campus District.

4.5.4 Local Streets

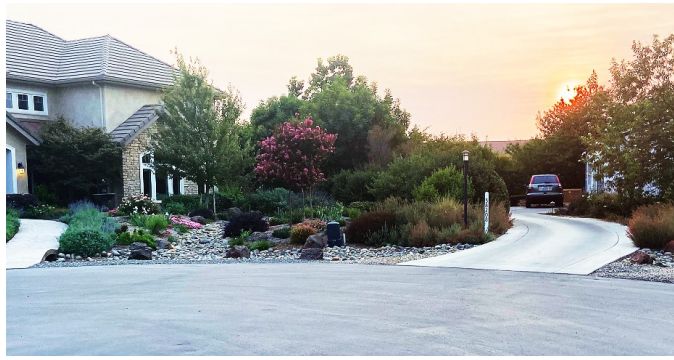
Local Streets in the Village Center residential (VCLDR and VCMDR) and all MDR/HDR residential neighborhoods will be traditional in design, have more linear geometry and include 4'6" minimum wide sidewalks separated by a 6' minimum width street tree planted parkway strip. On street parking is required on both sides of the street.



Local streets in the East and North Villages will include on-street parking, shared bike lanes, attractive landscaping and street trees that provide sidewalk shade during summer months.

Local Streets within the East Village and North Village LDR neighborhoods may be less uniform in character reflecting the nature and density of the subdivision within they are located. Where utilized in these neighborhoods, sidewalks shall be a minimum of 4'6" in width; however, they may be attached, separated from the street travel way, or meander. Parkway strips, if utilized, shall be a minimum of 6' in width. With the goal of reducing paved widths, flexibility shall be provided at Tentative Map implementation in regards to on-street parking, use of sidewalks, and the use of drainage swales and alternative parking surfacing in lieu of traditional curbs and gutters, subject to review and approval by the Community Development Director. Travel lane width shall not exceed 10 feet. Additional width may be considered for bike lanes and on-street parking, if deemed necessary by the City Traffic Engineer.

Local Street sections in these two neighborhoods shall be developed to support the character of the neighborhoods and consider the proposed house setbacks, lot widths and sizes, and overall density. All local streets shall contribute to a well landscaped, tree shaded pedestrian friendly environment. Local Street sections are subject to the review and approval of the Community Development Director and shall be publicly maintained.



Alternative pavement and drainage design is encouraged in the North Village to achieve a unique and rural character.

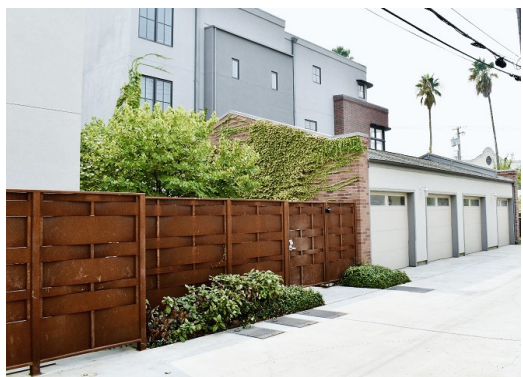
4.5.5 Alleys

Alleys or “rear lanes” serve as accessible rights-of-ways for public and private vehicles, bikes, and pedestrians. In commercial areas, alleys are primarily used for access to parking lots and service areas for businesses but may also incorporate outdoor seating and landscaping where appropriate. Alleys in both commercial and residential areas should be at least 20 feet wide and clear of obstruction between structures to allow for emergency vehicles as well as utility and waste collection vehicles. Design details of the alleys in residential neighborhoods will be defined at the time of Tentative Maps and approved by the city’s Fire Department.

Landscaping shall be integrated to visually soften the alleys and provide stormwater runoff collection. Windows and balconies on residential units should be oriented toward the alley to help add interest and eyes on the alley.



Well designed alleys are encouraged within the residential zones and in the Village Center as a means of reducing driveways and parking lots along street frontages.



4.5.6 Roundabouts and Enhanced Intersections

Roundabouts and enhanced intersection treatments are planned at key intersections throughout the Plan Area to improve intersection operation and reduce vehicle speeds. Five roundabouts are proposed on Collector Streets in addition to three along the CR 25A corridor at Road D and the off-ramps of HWY 113. Landscaping and public art will be integrated into the roundabouts to enhance community aesthetics and strengthen sense of place.



Roundabouts at key intersections reduce traffic speeds while improving circulation. Roundabouts in the plan area will include attractive landscaping and/or public art.



Crosswalks along Marston Drive, Road B and other key intersections will include textured paving, flashing lights and/or other features to enhance pedestrian visibility.

Enhanced intersection treatments are proposed at each of the controlled intersections along Road B. Additionally, where the north-south greenbelt crosses Marston Drive and Parkland Avenue, enhanced paving and pedestrian safety features will be installed to slow traffic and provide for ease of bike and pedestrian crossing.

4.5.7 On-street Parking

To maximize utilization of land, the Plan Area development standards require limited amounts of off-street parking, increasing the likely demand for on-street parking. Street designs anticipate the need for on-street parking to support adjacent uses and reinforce the urban character of the project. Managing publicly accessible parking, particularly in the Village Center and commercial areas of the plan, will be important to ensure availability for parking for customers and transit users. Utilization of smart parking management tools such as Woodland based JAPA Parking will be a central part of a Parking Management Plan required to be prepared as part of the Plan Area Transportation Demand Management Plan.

4.5.8 Streetscape Amenities

Streetscape amenities are an essential element to creating a strong a sense of place and are a fundamental feature of the Plan Area streetscape design. The development of a Master Design Manual is required prior to approval of the first Final Map and shall incorporate design standards and construction details for the following features:

1. Gateway / Entry Features

An architectural feature(s) identifying the entryway into the Plan Area on CR 25A and/or at the intersection of Road B, as well as entry features indicating entry points into the North Campus and South Campus Districts shall be integrated into the streetscape design.



2. Public Art

Public art in the form of sculptures or other durable forms of art celebrating creativity, ingenuity, and agricultural heritage. Public art shall be integrated throughout the Plan Area streetscape in center medians, roundabouts, and/or other prominent locations as a way to strengthen community identity and a unique sense of place.

3. Street Trees and Landscape Palette

Street trees and plant palette for all landscape installed within the public right-of-way and greenbelt open spaces. Plants shall be appropriately specified to the climatic and soil conditions of the area. Particularly, use of a variety of native oak tree species as well as water-wise and pollinator friendly plants shall be detailed.





4. Stormwater Management

Streetscape design details identifying the use of bio swales and rain gardens along roadways and greenbelts to aid in the treatment and absorption of rain water. Materials and plant species appropriate to the effective functionality and long-term maintenance of these stormwater management features shall be specified.

5. Walls and Fences

The location and design of various walls and fences facing the public right-of-way. Use of walls and fences should be limited to locations where needed for sound attenuation and/or privacy. The type and style of walls/fencing shall be carefully considered to ensure visually cohesive and/or complementary streetscapes. Where walls or fences are to be maintained by the city, durable masonry materials shall be used. Landscaping shall be used to soften the visual presence of walls and fences throughout the project.



6. Street Furniture and Lighting

A design guide specifying the style, material, color, and finish for all furniture including benches, bike racks, trash receptacles, and street signs installed in public right-of-way and greenbelt spaces shall be provided. In limited application, styles of street furniture may vary and correspond to the District where they are specified to reinforce a particular neighborhood character. Similarly, street and pathway lighting shall be uniform throughout the project. Limited variation in style may be proposed to relate to the particular character of the District/neighborhood.

7. LDR and VCLDR Local Street Section Template

Examples of local street design within the LDR and VCLDR zones shall be provided including alternative storm drain design, particularly where traditional sidewalk design is modified. Further, recommendations shall be provided for sidewalk placement in relation to subdivision design and residential setbacks.





5.0 | PUBLIC UTILITIES AND SERVICES





5.1 | OVERVIEW

The goal of the Public Utilities and Services chapter is to identify the necessary public utilities and public services required to serve the Plan Area. The first part of this Chapter addresses the required public utilities of water, recycled water, wastewater, drainage/flood control as well as dry utilities of electric, gas and communications. This Chapter identifies the backbone infrastructure necessary to serve the Plan Area. Utility infrastructure will be constructed to ensure compliance with all applicable service and improvement standards, and state and federal laws and regulations.

The coordinated delivery of public services is essential to ensure a complete community, one that provides public safety, recreational, educational and library services for the residents. The Public Services Element of the General Plan provides information and policy guidance to ensure that services are sufficient to support new development in the Plan Area. Infrastructure extension and financing obligations relating to public utilities services are outlined in the Project EIR and Mitigation Monitoring Plan, development agreements and/or in Implementation Chapter 6 of the Specific Plan. Table 5.1, Utility and Service Providers, lists the entities that will serve the Plan Area.

Table 5.1: Utility and Service Providers			
Utility	Provider	Service	Provider
Water	City of Woodland	Fire Protection	City of Woodland
Recycled Water	City of Woodland	Law Enforcement	City of Woodland
Wastewater	City of Woodland	Parks and Recreation	City of Woodland
Drainage and Flood Control	City of Woodland	K-12 Schools	Woodland Joint Unified School District
Electric Service	PG & E	Secondary Schools	Woodland Community College
Natural Gas	PG & E	Library	Yolo County
Communications	AT&T, WAVE	Other Services	City of Woodland

5.2 | WATER SUPPLY

The City of Woodland Public Works Department currently provides municipal water to the boundary of the WRTP. Treated Sacramento River water supplied by the Woodland-Davis Clean Water Agency's Regional Water Treatment Facility (RWTF) is the primary source of potable water. The City operates three aquifer storage & recovery wells, which store treated surface water in winter months to supplement RWTF supplied water in summer months. Groundwater is a backup

to the surface water supply and will supplement surface water during times of high demand or reduced surface water availability. The City maintains an Urban Water Management Plan (UWMP) that is updated every five years and describes the current and future water uses, sources of supply and its reliability, and existing and planned conservation measures. The 2015 UWMP was adopted by City Council in June 2016. The City also has a Groundwater Management Plan, adopted in 2010, to manage groundwater resources.

5.2.1 Existing Water Distribution System

The municipal water supply distribution system consists of 260 miles of transmission and distribution lines, a 3-million-gallon ground level storage tank, and a 400,000-gallon elevated storage tank, which is generally sufficient for peak demands and to regulate The Woodland-Davis Clean Water Agency (WDCWA) Intake Facility at the Sacramento River. Woodland has a dedicated capacity of 18-million gallons per day (mgd) of supply from the water treatment plant.

Aquifer Storage & Recovery (ASR) wells are also intended to store large quantities of treated surface water to meet peak summer demands and to prepare for future drought conditions. Three ASR wells are operational and can supply over 8 mgd of water with quality equal to WDCWA supplied water.

Currently there are six agricultural wells in use within the Plan Area: four of them are north of CR 25A and two of them are to the south. The two wells along SR 113, north of CR 25A, are to be preserved until no longer needed for irrigation of the surrounding agricultural land, including fields west of Highway 113 and south of CR 25A. These facilities will be secured and adequate setbacks will be provided. An access road will be maintained along the west boundary of the Plan Area, parallel to SR 113, allowing for routine maintenance of the wells. The remaining wells shall remain in use to irrigate the surrounding agricultural land until development within SP-1A precludes their use or otherwise incorporated into the SP-1A layout for continued irrigation use within or outside the limits of the Plan Area.

Existing facilities in the general vicinity of the Plan Area include the following:

- 30" east-to-west water transmission main in Farmers Central Road corridor, from RWTF to Ashley Avenue.
- 12" east-to-west water distribution main in Farmers Central Road corridor, connecting to above- referenced 30" transmission pipe.
- 12" north-to-south water main in Harry Lorenzo Avenue, connecting to the above-referenced 12" pipe, from Farmers Central Road to ±500' to the south



- 12" east-to-west water main in Parkland Avenue, assumed to be extended to boundary of WRTP prior to development
- 12" east-to-west water main in Marston Drive
- 8" south-to-north water main in Harry Lorenzo Avenue, connecting to the above-referenced 12" pipe, from Marston Drive to $\pm 1300'$ to the north
- 8" east-to-west water main in CR 25A, stubbed at Harry Lorenzo Ave., assumed to be constructed prior to development.

5.2.2 Proposed Water Distribution System

Potable water will be distributed throughout the WRTP via a pressure system and routed to serve all areas within the plan area, including for irrigation. Once recycled, water from the City Water Pollution Control Facility (WPCF) (See Section 5.2 below) is connected to the WRTP recycled water pipe network, the potable water will be isolated from portions of the plan with public irrigation demands, such as parks, greenbelts, and street medians. Table 5.2 contains an estimate of water demand for the WRTP.

Proposed Water Distribution System, Exhibit 5-1, depicts the backbone infrastructure designed to connect to the existing transmission mains and distribute domestic water throughout the WRTP. The proposed points-of-connection for the system are along the existing 12" main in Harry Lorenzo Avenue: at Fowler Way (future), Parkland Avenue (future extension of existing 12" main) and Marston Drive. In addition, there will be a connection at what is the current intersection of CR 25A and Harry Lorenzo Avenue once CR25A is connected to Parkland Avenue by others.

The network leading from these connections was designed in accordance with the City of Woodland Engineering Standards (COWES) to provide looping of the system, and minimum spacing of 12-inch lines at approximate one-half (1/2) mile intervals.

The public water supply pipelines are all located within the right-of-way of public streets or roads, with pipelines larger than 8 inches located in collectors and arterials. Additional pipelines were shown connecting the portion south of CR 25A back to the main network to ensure looping in this branch of the system.

Calculations providing confirmation of adequate supply, flow and pressure within the WRTP will be performed by the City of Woodland. Further details on water supply are contained in the WRTP Water Distribution Memo, prepared 1/7/20.

Table 5.2 Average Day, Maximum Day and Peak Hour Demands								
Land Use Designation	Acres	Water Demand Coefficient (gpd/acre)	Add'l R&D Water Use Demand Factor (gpd/acre) ⁴	Average Day Demand (gpm)	Peaking Factor (Average Day to Max Day)	Maximum Day Demand (gpm)	Peaking Factor (Max Day to Peak Hr)	Peak Hour Demand (gpm)
LDR	74.8	3,168	0	165	2.2	362	3.5	576
MDR	35.5	6,480	0	160	2.2	351	3.5	559
¹ HDR	9.7	12,960	0	87	2.2	192	3.5	305
RTP-TO	69.6	1,440	0	70	2.2	153	3.5	243
⁵ RTP -RFO	35.9	2,448	490	61	2.2	135	3.5	215
² RTP -CCO	6.8	1,728	144	8	2.2	18	3.5	29
VCMU	3.5	2,880	0	7	2.2	15	3.5	25
VCMDR	16.7	6,480	0	75	2.2	165	3.5	263
VCLDR	13.1	3,168	0	29	2.2	64	3.5	101
³ HDR-CCO	15.9	7,448	0	83	2.2	182	3.5	289
HC	8.2	2,016	0	11	2.2	25	3.5	40
PP	0.8	2,160	0	1	2.2	3	3.5	4
OS	10.2	2,160	0	15	2.2	34	3.5	54
VCOS	10.8	2,160	0	16	2.2	36	3.5	57
Total	311.4			788		1734		2759

¹ Demand assumed to be double that of Medium Density Residential.

² Land use assumed to be 50% Research and Technology Park and 50% Community Commercial.

³ Land use assumed to be 50% High Density Residential and 50% Community Commercial.

⁴ 20% increase in demand for agricultural research and development tenants in Research Park/Community Commercial and Research Park/Research Flex.

⁵ Land use assumed to be 100% Industrial/Agricultural.



5.3 | RECYCLED WATER DISTRIBUTION

Recycled water refers to wastewater treatment plant effluent which has received a level of treatment such that it meets the State requirements for direct non-potable use. Recycled water use is regulated by the State Water Resources Control Board which applies stringent water quality, treatment, and disinfection standards. Recycled water in Woodland meets the Title 22 requirements for tertiary level treatment with disinfection.

5.3.1 Existing Recycled Water System

The City of Woodland Public Works Department does not currently provide a continuous recycled water main connection from the Water Pollution Control Facility (WPCF) to the boundary of the WRTP. The recycled water utility currently serves parks and the north industrial area. The recycled water utility is planned to be expanded into the Spring Lake and WRTP areas to serve primarily commercial uses and landscape irrigation.

Additional connections to the recycled water system have been deemed feasible.

5.3.2 Proposed Recycled Water Distribution System

Recycled water will be conveyed to the WRTP via a pressure system and routed to serve areas with commercial and public irrigation demands. Once the WRTP network and adjoining main is installed, it will go unused until the existing main - installed in Harry Lorenzo Avenue between Farmers Central Road and Gibson Road - is connected to the WPCF treated effluent by others.

Tables 5.3 and 5.4 contain estimates of recycled water demand for the WRTP. Further details are contained in the WRTP Recycled Water Distribution Memo, prepared 3/31/20.

Table 5.3 – Recycled Water Demand Coefficients by Land Use Classification

Land Use Code	Land Use Classification	GPM/Gross-Acre
OS	Open Space	1.5

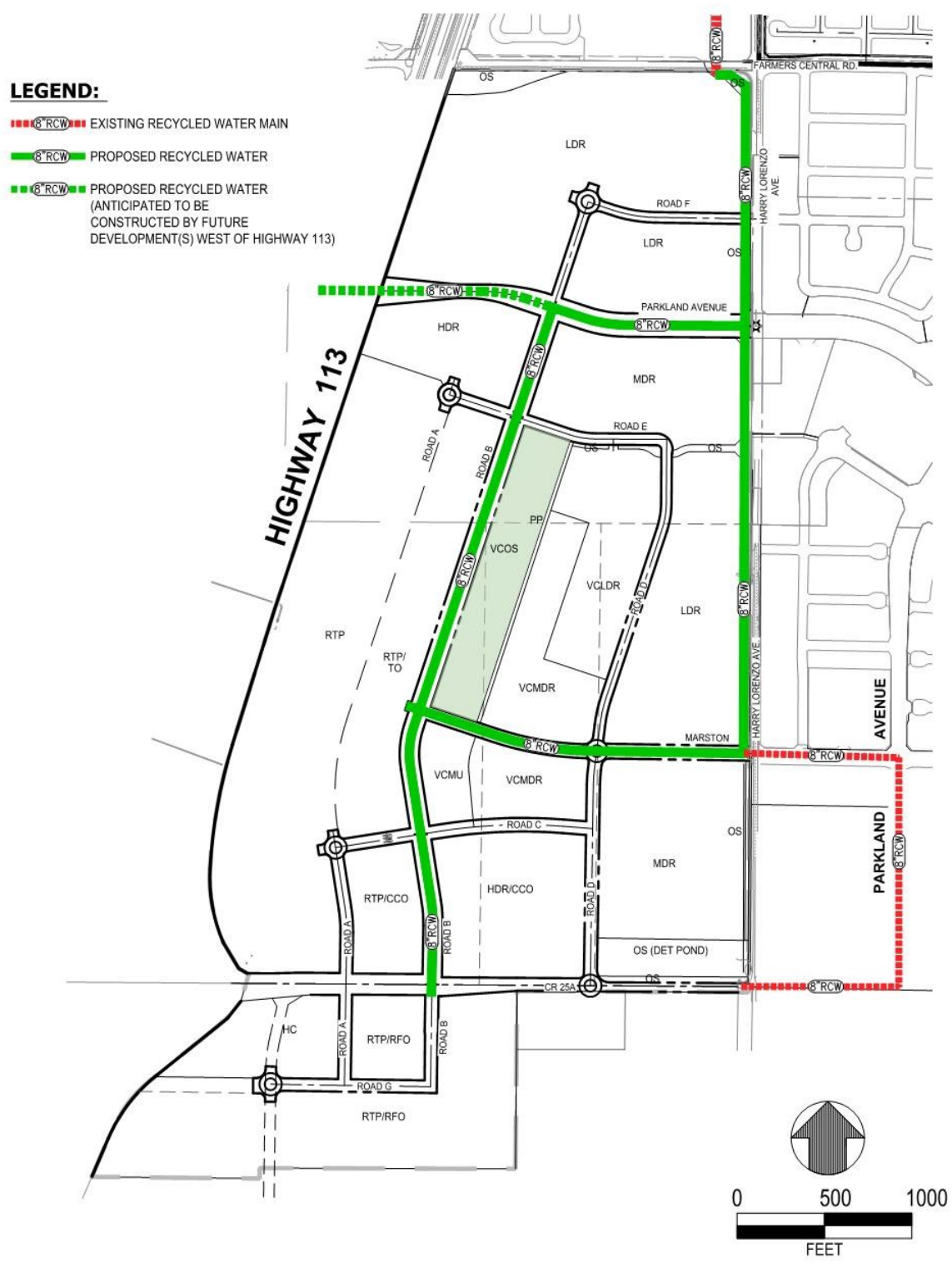
Table 5.4 – Average Day, Max Day and Peak Hour Demands

Land Use	Acres	Average Day Demand Factor (gpd/acre)	Average Day Demand (gpd)	Average Day Demand (gpm)	Peaking Factor (Average Day to Max Day)	Max Day Demand (gpm)	Peaking Factor (Max Day to Peak Hr)	Peak Hour Demand (gpm)
Park (OS)	10.8	2,160	23,263	16.2	2.2	35.5	3.5	56.5
Greenway (OS)	6.0	2,160	12,982	9.0	2.2	19.8	3.5	31.6
Median (OS)	1.6	2,160	3,456	2.4	2.2	5.3	3.5	8.4
Total	18.4		39,701	27.6		60.7		96.5

The recycled water network within the project is designed to provide service to areas with commercial and public irrigation demands such as medians, parks, and greenways. Due to the nature of this development, a main is planned to be stubbed south of CR 25A to provide service for potential future demands of the agricultural research that is anticipated to be conducted in the Research Flex Overlay land use. The public recycled water supply pipelines are all planned to be located within the right-of-way of public streets and greenways.

The preliminary recycled water layout in Exhibit 5-2 depicts the backbone infrastructure designed to connect to the existing transmission mains and to distribute recycled water throughout the WRTP. The proposed point-of-connection for the system is at the existing 8-inch main south of Osborn Drive and Farmers Central Road.

The main will then be routed south down the greenway along the west side of Harry Lorenzo Avenue, terminating at Marston Drive where it will connect to existing recycled pipelines within the Spring Lake Specific Plan area. From Harry Lorenzo, the WRTP network will extend along Parkland Avenue Marston Drive, and Road B. Since the recycled distribution system is unlikely to be operational at the initial occupancy of the WRTP, due to the absence of a connection to the WPCF, the backbone domestic water network was designed considering these additional interim irrigation demands. Refer to the Water Distribution technical memorandum for more details.





5.4 | WASTEWATER

The City of Woodland provides wastewater collection and treatment throughout the City limits. The City constructed the current WPCF in 1989. Since that time, the City has upgraded the facility three times—once in 1999 and a second time in 2006, when the City expanded and upgraded the treatment plant’s hydraulic capacity from 7.8-mgd to 10.4-mgd. The City expanded the plant a third time in 2016 to increase solids handling capacity among other upgrades. In recent years, hydraulic inflows to WPCF have gone down due to water conservation and the City’s efforts to reduce infiltration and inflow, through sewer collection system rehab projects.

5.4.2 Existing Wastewater System

The City of Woodland’s Public Works Department is the community’s wastewater service provider. Woodland’s wastewater collection system conveys wastewater by gravity pipelines to the WPCF located east of the city along CR 103, where it is treated and then discharged to a large unimproved channel. Treated wastewater eventually drains to the Tule Canal on the east side of the Yolo Bypass. Woodland’s wastewater collection system consists of 270 miles of sewer main and 80 miles of service line. Projected future flows to the WPCF are about 9.2-mgd for average wastewater flows, which could serve up to 105,000 residents.

Downstream existing facilities in the general vicinity of the Plan Area include the following:

- 2 x 12” force mains, from the SLSP Pump station at Farmers Central Road and Mickle Avenue, west-to-east on Farmers Central Road, south-to-north on CR 102 and west-to-east on Gibson Road to the WPCF
- 15” to 21” west-to-east sewer main in Farmer’s Central Road corridor, from SR 113 to the SLSP Pump Station at Mickle Avenue
- 15” west-to-east main in Heritage Parkway. This will need to be extended from the terminus of Heritage Parkway to the east edge of the WRTP. It is essential that an easement be reserved for the proposed 15” sanitary sewer pipe extending from Heritage Parkway.
- 10” west-to-east main in Marston Drive.

The Spring Lake Specific Plan (SLSP) Pump Station was constructed at the intersection of Farmers Central Road and Mickle Avenue in order to get the wastewater from Spring Lake to the WPCF, a regional pumping station. The facility is designed to run at maximum design capacity of 6.1-million gallons per day (mgd). There are currently no wastewater mains or services located within the Plan Area.

5.4.3 Proposed Wastewater System

A combination of gravity and pressure sewers will be required to convey new wastewater flows to the WPCF. Upgrades made to the WPCF since 1989 will allow the facility to accept the project flows. The SLSP Pump Station has the capacity for the wastewater flows at buildout of the WRTP; however, there are portions of SP-1A and SP-1B that will require a lift/pump station in order to convey wastewater runoff to the existing gravity main in SLSP.

The Proposed Wastewater System, Exhibit 5-3, shows the components of the proposed backbone infrastructure locations and sizing to convey the wastewater produced by the WRTP to the WPCF depicting the sizing and locations of major onsite wastewater collection facilities.

The proposed points-of-connection for the system are at the existing 8" main in Harry Lorenzo Avenue at Fowler Way (future), the proposed 15" main extending from Heritage Parkway, and the existing 10" main in Marston Drive. It is essential that an easement is reserved for the proposed 15" main extending from the future Heritage Parkway in the event that the pipeline is not constructed prior to initiating development of the WRTP.

The WRTP site is relatively flat, (elevation drop of about 10 feet west-to east and negligible elevation change north-to-south). With these general grades driving the proposed gravity sewer network design, the proposed points-of-connection are located along the eastern boundary of the WRTP. Preserving the existing drainage patterns of the site, the overall shed has been divided into three main lines: Line J, Line I and Line U. Line designations have been selected to coincide with the 2004 SLSP Infrastructure Study Report. Because of the flat topography within the Site, it is expected that grading plans and street profiles will generally be undular, with alternating shallow crests and sags. It is essential that sufficient cover is provided for the wastewater pipes at the roadway sags.

The SLSP Pump Station, located at Farmers Central Road and Mickle Avenue, has the capacity for 6.1- mgd of wastewater at buildout utilizing two 90 horsepower (HP) pumps with an additional pump for redundancy. The facility was not originally designed for the updated Urban Limit Line (ULL). An analysis of projected flows from the SLSP, SP-1A (including the updated ULL), the Community Center, and the Prudler Subdivision, prepared by the Project Applicant's engineer (Cunningham Engineering Company) indicated that upon buildout of these areas the cumulative peak wastewater flow would be 5.45-mgd. The limits of the properties that account for the projected 5.45 mgd of wastewater flows are depicted below in Exhibit 5.4. Based on that analysis, it was concluded that the SLSP pump station, as it is currently designed, would have adequate capacity for the SLSP and SP-1A.



Subsequent peer review by City wastewater consultant (Water Works Engineers), identified that the City Design Standards methodology used by the Project Applicant's engineer to calculate anticipated water infiltration and inflow (I&I) was not applicable to existing development within the Spring Lake Specific Plan development. Rather, the City's current methodology for determining I&I for existing development is to use the rain derived inflow and infiltration (RDII) via the "RTK" hydrological analysis using 5yr return 24hr duration design storm conditions. In using the 5yr/24hr RTK RDII methodology for existing development (approx. 680 acres) it was determined that projected build-out flows of Spring Lake Specific Plan and WRTP (SP-1A) would be approximately 7.4 mgd, which exceeds the current capacity of the SLSP Pump Station.

The existing pump station is currently operating with 2 aging 90 HP pumps, which have always been anticipated to be replaced at the end of their useful life of approximately 20 years. Installed in 2004, they will require replacement in the next 3 to 5 years.

Water Works Engineers prepared a Spring Lake Pump Station Capacity Enhancement Assessment Technical Memorandum wherein they identified alternatives to for increasing the capacity of the pump station through pump replacement, pump upsizing, and electrical upgrades. The report included the following conclusions:

- Existing flows from Spring Lake are nearing the capacity of the existing pumps operating one at a time; hence, without the installation of a planned third pump, the pump station will no longer have redundancy.
- Replacing the existing 2 pumps with modern 90 HP, efficient pumps will increase the capacity to approximately 3.7 mgd with redundancy for the current measured flows.
- New rain gauges have been installed that will provide updated information for future analysis.
- Adding a 3rd new 90 HP pump will increase the pump station capacity to approximately 7.5 mgd with the 3rd pump providing redundancy.

The timing of pump replacements and additions will be determined by the City based on the recommendations presented by Water Works Engineers; however, addition of a 3rd pump for backup redundancy will be required to develop SP-1A. Additional pump station upgrades will need to be analyzed in the future, or an alternative solution provided for subsequent SP-1B and/or SP-1C developments.

The discussion above focuses on the capacity of the SLSP Pump Station. An analysis was also conducted to determine if future wastewater generated from properties located within the ULL update area, specifically the portion of the Plan Area south of CR 25A could be conveyed via gravity flow. , The area hatched in the southwest corner of the Proposed Wastewater System (Exhibit 5.3)

(approximately 7.3 acres) will require either a lift station or several feet of fill soil to convey wastewater runoff to the existing gravity main in SLSP. The pump size for a lift station option has not yet been determined and would need to be based on wastewater flow rate generated by the land use at the time of site design.

The area in SP-1B that cannot be serviced via gravity in SP-1A is shown in Exhibit 5-4. A pump station along 25A and 3,000 LF of force main will be required to connect SP-1B development to the WPCF. Further details on the wastewater system are contained in the WRTP Wastewater Collection System Memo, prepared 3/31/20.

5.5 | STORMWATER MANAGEMENT

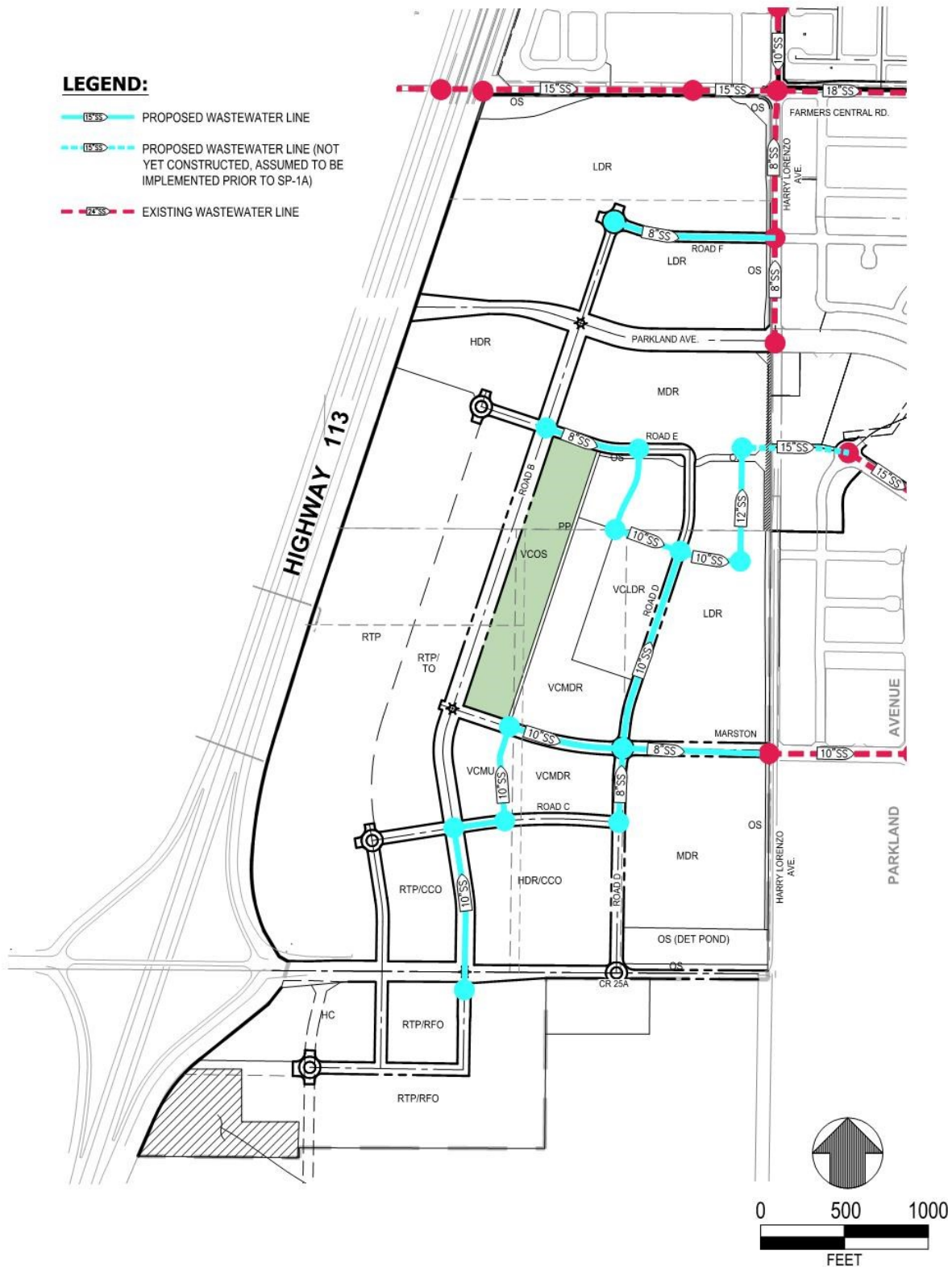
The proposed onsite drainage system will consist of collection and conveyance facilities that will carry stormwater via gravity generally from west to east through the SLSP area. Wherever feasible, storm drain pipes have been designed to flow full under gravity in the 10-year storm. Based on peak flow in major storm drain pipes during a 10-year storm, the existing downstream conveyance system has adequate capacity to accept the stormwater generated from the WRTP.

5.5.1 Existing Conditions and Stormwater Management System

The WRTP is relatively flat, with an elevation drop of about 10 feet west-to-east and a negligible elevation change north-to-south. West-to-east ground slopes range from 0.2% to 0.4%.

There are no natural streams or waterways on the WRTP, nor is there currently a developed onsite drainage system capable of managing future flows from development of the WRTP. Minor roadside ditches accept runoff from county roadways, and agricultural ditches and culverts currently manage local agricultural runoff within the Plan Area.

Under developed conditions, the drainage from the project site can be divided into six main sheds, as shown in Figure 5-5, the WRTP Stormwater Management Memo (1/31/20). The limit lines of the six proposed sheds are generally consistent with the shed limits originally identified in the 2004 Spring Lake Specific Plan (SLSP) Infrastructure Study Report (ISR) and reflected in subsequent updates to the City's South Urban Growth Area SDFMP.



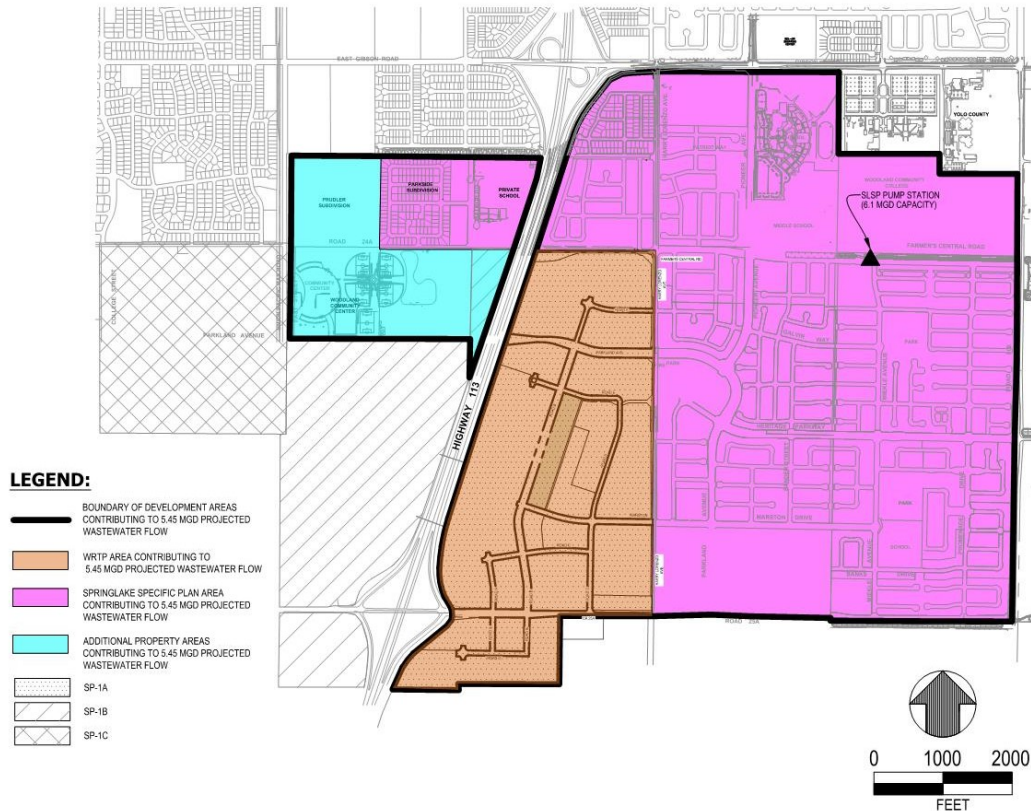


EXHIBIT 5-4: WASTEWATER CONTRIBUTING PROPERTIES

Along the east boundary of the Plan Area, an existing north-to-south channel runs along the west side of Harry Lorenzo Avenue (HLA) from Diggs Street to Marston Drive. This channel was constructed to intercept and convey agricultural runoff around the Solara Ranch development. The channel terminates in a culvert, outflowing to a channel on the western boundary of the Oyang South development, and eventually connecting to the unlined channel along the CR 25A corridor.

The South Urban Growth Area Storm Drain Facilities Master Plan (SDFMP) identifies two offsite sheds located west of SR 113 that drain to the WRTP site; 'HW20' (north of CR25A) and Shed 'SB1C1' (south of CR25A). The highway embankment of SR 113 forms a north-south barrier to agricultural drainage runoff originating from the west. As development of the WRTP proceeds, existing agricultural flows from west of SR 113 will, in general, continue to be routed around the south side of the WRTP along CR25A. As upstream existing agricultural areas are gradually replaced by development, agricultural drainage will diminish.



The Federal Emergency Management Agency (FEMA) delineates the boundaries of the FEMA 100-year floodplain on the basis of hydrology, topography, and modeling of flows during specified design rainstorms. The maps indicate that the WRTP is located in Zone X, which depicts areas determined to be outside the 0.2% chance annual floodplain. There are no special development considerations or insurance requirements affecting the site.

According to the Natural Resources Conservation Service (NRCS) Soils Survey, the site area contains soils classified as Hydrologic Soil Group (HSG) 'B' (56% of site area) and HSG 'C' (41%), together with a small pocket of HSG 'A' (3%). North of Parkland Avenue, virtually all the site area is mapped as having HSG 'B' soils. South of Parkland, HSG 'B' predominates on the western portion of the site; HSG 'C' on the easterly portion.

5.5.2 Adjacent/Downstream Drainage Facilities

Downstream existing drainage facilities in the general vicinity of the WRTP include the following:

- 60" to 72" west-to-east storm drain pipe in Farmers Central Road corridor, from SR 113 to the head of the Farmers Central Channel (FCC) near Pioneer Avenue.
- 30" to 48" south-to-north storm drain pipe in Harry Lorenzo Avenue (HLA), draining to the above- referenced 72" pipe.
- 60" to 66" south-to-north storm drain in Pioneer Avenue, draining to FCC (with an upstream 54" to 60" pipe proposed between HLA and Pioneer).
- 48" to 2-66" west-to-east storm drain pipe in Heritage Parkway, plus a 30" west-to-east storm drain pipe extension which may be installed prior to initial construction of the WRTP. If it is not constructed by others prior to SP-1A, then an easement will need to be reserved for a proposed 30" storm drain pipe extending from Heritage Parkway.
- 42" north-to-south storm drain within the existing right-of-way of HLA extending from the south side of CR25A approximately 40 north of the northern 25A right-of-way. Said pipe outfalls into an unlined channel located along the south side of CR 25A (see next item below).
- West-to-east unlined channel along the south side of the CR 25A corridor, beginning east of HLA and continuing east.

5.5.3 Proposed Stormwater Management System

The proposed onsite drainage system will consist of a system of collection and conveyance facilities, which will carry stormwater via gravity generally from west to east towards HLA. From there, existing offsite facilities will convey runoff to the east through the SLSP area.

Major constraints affecting storm drainage for the WRTP include limited fall for gravity drainage, (particularly in a north/south direction), and a significant upstream area discharging agricultural runoff through the development area.

1. PROPOSED CONVEYANCE SYSTEM

The major parameters to be used in the design of storm drainage facilities for the W RTP will include the computed peak flow rates and runoff volumes for selected design. For the onsite conveyances, the key parameter is the peak runoff rate (10-year for pipes, 100-year for channels and overland release). For offsite conveyances (such as those originating from SP-1B), the key parameter is the 100-year peak runoff rate. For regional detention facilities, key sizing parameters are the 100-year peak flow and runoff volume.

10-Year Storm Routing. Developed on-site flows will be conveyed generally from west to east through new storm drainage pipes. Pipes will usually be located in public streets or in proposed storm drain easements. Storm drain pipes will be designed to flow full under gravity in the 10-year storm. In general, the 10-year hydraulic grade line (HGL) is typically contained within the pipe wherever feasible. If the 10-year HGL rises above the pipe soffit, designs will seek to maintain the HGL at least 1 foot below finish grade.

100-Year Storm Routing and Release Point. The downstream (east) edge of the overall W RTP shed lies along the HLA corridor, and 100-year release points from the overall shed are in general expected to be along HLA between CR 25A and the FCC.

Within the Plan Area, on-site flows in excess of pipe capacities (i.e. in excess of the 10-year flows) will be conveyed overland via collector and arterial streets, and in greenbelt corridors. Release points for the 100-year storm will be provided for all onsite developed drainage sub-areas. It is expected that the overland flow patterns will generally follow the direction of piped (10-year) flows.

In general, local street profiles are expected to be designed such that low points overflow when the water depth reaches a maximum of 1 foot. Overflows should be able to “cascade” over successive local street high- points to an outlet downstream. Individual development sites (such as single-family subdivisions, multifamily apartment sites, or portions of the research park/business park element) should typically be designed such that their 100-year release points discharge to an abutting collector or arterial street,

Such streets will have an overland flow path to the downstream end of the W RTP. Overland release may also be to an abutting channel, sized for the 100- year/24-hour peak flow with one foot of freeboard. Alternatively, overland flow may be conveyed in greenbelts provided that (a) the greenbelt connects directly to a downstream channel or arterial street, (b) the greenbelt can be shown to have sufficient hydraulic capacity to carry the 100-year flow from its ultimate developed



contributing area, and (c) frequent flows will not compromise the primary function of the greenbelt as an amenity.

Runoff from offsite shed HW20, located west of SR 113 and north of CR 25A, will be intercepted by a proposed onsite interceptor/conveyance channel to run along the east side of SR 113 and then for about 500 LF along the north side of CR25A. It will be sized for the estimated 100-year peak discharge from the existing (undeveloped) HW20 shed.

Allowance will be made on one side of the channel for a 12- foot maintenance/access road. The downstream segment of the swale along CR 25A will discharge to a proposed 66" to 72" storm drain pipe just west of the proposed intersection of CR25A with WRTP Road 'A'. The pipe, to be sized for the 100-year peak flow from HW20 plus contributing areas in the WRTP, will cross onto the south side of CR 25A and continue east to the proposed South Regional Pond (SRP).

The SRP will be located east of SR113, just south of CR25A. Adequate storage should be provided to manage development from a portion of the sheds located east of SR113. The sizing of the pond is currently shown on Figure 5-5 as approximately 4.5 acres. This sizing is preliminary and will be refined in conjunction with the design of backbone infrastructure for the southern portion of the WRTP.

2. STORMWATER QUALITY, LOW IMPACT DEVELOPMENT (LID) AND HYDROMODIFICATION CONSIDERATIONS

Based on the requirements of the State Water Resources Control Board (SWRCB) NPDES General Permit, water quality (WQ) treatment design for the WRTP will be addressed by implementing LID measures, standard Treatment Control BMPs, and 'end-of-pipe' WQ storage within existing and proposed detention basins and upland LID-style runoff-reduction measures and end-of-pipe detention storage within existing and/or proposed detention basins. Key LID elements will include:

At-source drainage management. This entails integration of small-scale distributed drainage management features such as shallow, decentralized surface detention areas and/or infiltration areas that are consciously designed into streetscapes and individual site landscapes throughout the project area. An at-source drainage management approach encourages the use of drainage as a design element, rather than solely as a functional requirement. Landscape and engineering designs for proposed developments within the project site should be developed collaboratively from the outset.

Reduction of new impervious areas. This can be accomplished with compact building footprints, alternative driveway layouts and/or materials, narrower roadway cross-sections (as appropriate),

pervious pavement and efficient parking layouts. For all parking lots, the following elements can help reduce impervious areas:

- Efficient layouts that seek to minimize the overall area of the lot on a per-parking-space basis.
- Examination of parking minima/maxima, with the intention of not 'overparking' site designs.
- Construction of parking areas from pervious materials.
- Exploration of shared parking opportunities for adjacent non-concurrent uses.
- Use of tree canopies for runoff interception.

Disconnection of new impervious areas. This can be accomplished through judicious site design that places pervious areas (landscaping and/or pavement) downstream of a site's impervious surfaces (roofs and conventional pavement), with site grading/landscaping designs that provide for sheetflow from those impervious surfaces onto pervious surface areas. This would include avoidance of direct connection of roof downspouts to the receiving storm drain pipe system and landscaped areas immediately upstream of DI's receiving runoff from new pavement areas. Treatment Control BMP's will typically include:

- Vegetated swales. Swales can be readily integrated into most site developments provided they are planned for at an early stage of the site design. The key is in integrated planning and design collaboration between all members of the site design team.
- Stormwater planters/rain gardens. Similarly, integrated design of site improvements can allow for the incorporation of rain gardens into planned low points in the site landscape areas.
- Pervious pavements. These can be well-suited to parking lots and access drives. They may consist of pervious asphalt, pervious concrete or pavers.
- End-of-Pipe Water Quality Storage. Proposed detention basins serving the Site will include a water quality component, typically a shallow (roughly 1' to 3' deep) water-quality retention pool below the detention storage pool.

5.5.3 Phasing of Drainage Facilities

Phasing of drainage facilities within the Plan Area will be mostly guided by development phasing. However, installation of major facilities to serve the Plan Area is expected to proceed from downstream to upstream (i.e. east-to-west from HLA towards SR113).

The SDFMP estimates that 30 cfs of pumping and construction of the North Regional Pond will accommodate the buildout of the SLSP plus approximately 80 additional acres of currently unbuilt



residential development, flowing to the existing Farmers Central Channel, in addition to the SLSP. These improvements have recently been constructed. Since these improvements benefit other properties, the WRTP will be required to contribute a pro rata financial share toward the construction of these regional facilities. It is assumed that non-residential development could alternatively be accommodated, as long as the development acreage is hydrologically equivalent to 80 acres of residential use. Development of more than the equivalent of 80 acres within the WRTP will trigger further improvements to the new pump station, the East Main Channel and the Yolo Bypass Outfall.¹

As a result of modeling being performed for the City's North Area, by the City's drainage consultant (Wood Rodgers) it has been determined that a greater allowable flow over the downstream High Line Ditch than previously modeled is likely. With the recently installed downstream infrastructure upgrades described above and an assumed higher allowable spill over the High Line Ditch, it is anticipated that more development in the Plan Area can occur before triggering additional Plan Area or downstream improvements.

Revised baseline conditions modeling and detailed information defining the operational capacity of the recently installed infrastructure will need to be determined prior to allowing development beyond 80 residential equivalent acres to proceed.

5.5.4 Land Acquisition for Drainage Easements

Land acquisition or easement requirements for regional drainage facilities will consist of:

- An easement on the Beeman property south of CR25A for the proposed SRP.
- Easement for a north-to-south interceptor/conveyance and gravel access road along the east side of SR 113 (north of CR25A), and a west-to east conveyance and gravel access road along CR25A to convey runoff from SDFMP subshed 'HW20' to the SRP.
- Easement for a south-to-north conveyance east of SR113 (south of CR25A) to convey runoff from SDFMP subshed 'SB101' to the SRP.

Exhibit 5-5 depicts the proposed backbone infrastructure for drainage and stormwater management. More detailed information is contained in the WRTP Stormwater Management Memo (1/31/20).

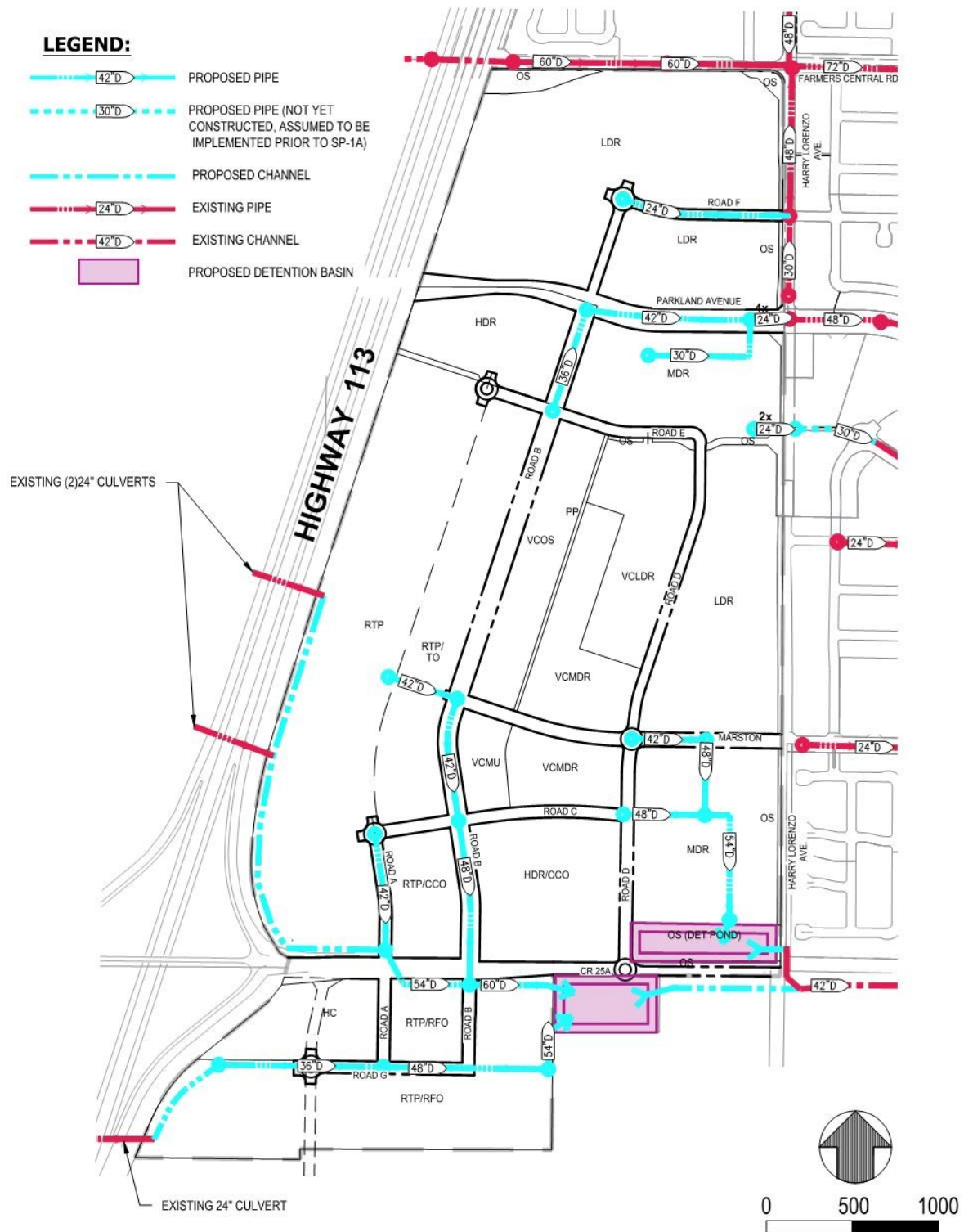


EXHIBIT 5-5: PROPOSED DRAINAGE AND STORMWATER SYSTEM



5.6 | ELECTRIC POWER

5.6.1 Existing Conditions

Pacific Gas and Electric (PG&E) provides electricity and gas to the City. In June 2018 Valley Clean Energy began providing electricity in Woodland as “cleaner energy” alternative; however, distribution of said electricity remains the responsibility of PG&E.

PG&E operates and maintains a 60 kV electric transmission line, along with corresponding distribution facilities, adjacent or within the project site boundaries. Land uses are restricted along the transmission facilities.

The 60kV electric transmission line is located immediately north of the WRTP within the Farmers Central utility corridor. Generally, it is considered infeasible to underground high voltage electric transmission lines; however, the poles are located along the northern portion of the Farmers Central utility corridor and are not anticipated to be an impact to developing the project.

A 12kV overhead electric distribution line currently exists along the east boundary of the WRTP along Harry Lorenzo Avenue from Farmer’s Central Road to and continuing south of CR 25A. The poles are located along the west side of Harry Lorenzo Avenue from Farmers Central Road and transition to the east side of the roadway approximately ½-mile to the south. A service pole line extends into the interior of the WRTP approximately 2,300 feet north of Harry Lorenzo Avenue to provide power to the agricultural buildings.

Similarly, there is another 12kV distribution line along the north side of CR25A which continues northwards within the WRTP adjacent to the Highway 113 northbound onramp, to a point approximately 1,000 feet north of 25A where it provides power to an irrigation well prior to crossing HWY 113 toward the west. A second irrigation well located approximate 3,100 feet north of 25A along HWY 113 receives power from a service line from the west side of the highway, terminating at the well.

5.6.2 Planned Improvements

Implementation of the Specific Plan will require expansion of electrical distribution and transmission lines and related facilities. In addition to adding new distribution feeders, the range of electric system improvements needed to accommodate new growth may also include upgrading existing substation and transmission line equipment, expanding existing substation(s) to their ultimate build-out capacity, building new substations, and interconnecting transmission lines. The new development will be responsible for the costs associated with the necessary expansion and upgrading of the systems. Any authorized provider may provide the service.

More specifically, existing 12kV overhead electric distribution lines along Harry Lorenzo Avenue and/or CR25A may remain in place until adjacent property within the Plan Area is developed, at which time they shall either be placed underground or eliminated if the development is served from an alternative corridor. Similarly, as existing facilities within the Plan Area are taken offline overhead services to them shall be removed and new underground service in a joint trench shall be provided for the W RTP facilities.

5.7 | NATURAL GAS

5.7.1 Existing Conditions

PG&E operates and maintains an 8-inch gas transmission line, within and extending south of the project site along the west side of Harry Lorenzo Avenue.

Implementation of the Specific Plan will require the expansion of distribution and gas transmission lines, and related facilities to serve the W RTP. The new development will be responsible for the costs associated with the necessary expansion and upgrading of these systems. Any authorized provider may provide the service.

5.7.2 Planned Improvements

Initial gas service will likely be extended from gas distribution mains installed for the Spring Lake Specific Plan. Tying into the existing 8-inch gas transmission line would likely require the installation of a regulation station. The service provider will determine the desired distribution system.

Preliminary information regarding the depth of the 8-inch main indicates that it is likely to be necessary to be lowered to accommodate the proposed outfall conveyance ditch from the South Regional Detention Pond.

5.8 | TELECOMMUNICATIONS

5.8.1 Existing Conditions

AT&T provides telephone service to existing land uses within the W RTP boundaries. Implementation of the Specific Plan will require the expansion of telephone system to serve the W RTP Area. The new development will be responsible for the costs associated with the necessary expansion and upgrading of any authorized system. Initial service will likely be extended into the W RTP along Harry Lorenzo Avenue.

Wave Broadband provides television cable and broadband to the Plan Area.



5.9 | FIRE PROTECTION

The project site is within the jurisdiction of the Woodland Fire Department which provides fire protection services and emergency medical services within the City and to unincorporated areas in the vicinity. The City of Woodland serves its community with three permanent fire stations, each of which is staffed by firefighters 24 hours a day, 7 days a week.

The closest station to the Plan Area is Station Three located at 1550 Springlake Court, on the east side of SR 113, approximately 2 miles north of the Plan Area. The Departments' current Insurance Services Office (ISO) rating is three, with one indicating excellent service and ten indicating minimal or no protection. ISO ratings reflect firefighting personnel, equipment, and response times. The City has a maximum "first response" standard of four minutes.

The City plans to relocate Fire Station Three to the former Willow Spring Elementary school site, which is located at the northwest corner of Bourn Drive and Gibson Road., as shown on Exhibit 5-6, Public Services Proximity. The future Fire Station Three, located approximately one-half mile north of the Plan Area, will provide service to the Plan Area.

5.10 | LAW ENFORCEMENT

The Woodland Police Department will provide law enforcement services in the Plan Area. The Department currently services the community through a four police beat deployment model. With the geographic expansion of the city as the General Plan Growth areas build out, a fifth police beat is planned to be added; however, it is not anticipated to be located within the Plan Area. The existing Police Station and Administration building at Lincoln Avenue and 6th Street is sufficiently sized to provide Police service levels through build out of the Plan Area. The Police Department also provides parking enforcement services for the community. With the mixed use and denser nature of the project, the need for permit parking and time parking zones is likely. In the event this occurs, use of new technologies will be utilized to reduce resources needed for enforcement and monitoring.

5.11 | PARKS, RECREATION FACILITIES, AND PROGRAMS

Parks and recreational facilities and programs are provided by the City's Community Services Department. The Community Services Department also provides recreation programs to City residents and visitors. Examples of programs include youth sports, adult sports, youth and adult aquatics classes, senior services, youth and adult enrichment programs and various other leisure and recreation opportunities. Plans for the development, operation, improvement, and

maintenance of park and recreational facilities are detailed in the City's Parks, Recreation, and Community Services Master Plan.

The City of Woodland proudly provides more than 394 acres of parks and recreation facilities, including 149 acres of developed parkland and 24 acres of other facilities, including mini neighborhood and community parks, a community sports park, a 50-meter aquatics complex, and six recreational facilities, including the 13-acre Woodland Community & Senior Center. Park sites within proximity to the Plan Area are shown on Exhibit 5-6.

The City's General Plan establishes a goal of providing 6.0 acres of parks for every 1,000 residents and encourages the distribution of parks such that every residence is within a one-quarter mile of a neighborhood park. Based on average person per household factor, the Specific Plan would result in a build-out population of 4,386 which equates to providing approximately of 26.3 acres of parks, as shown in Table 5.5.

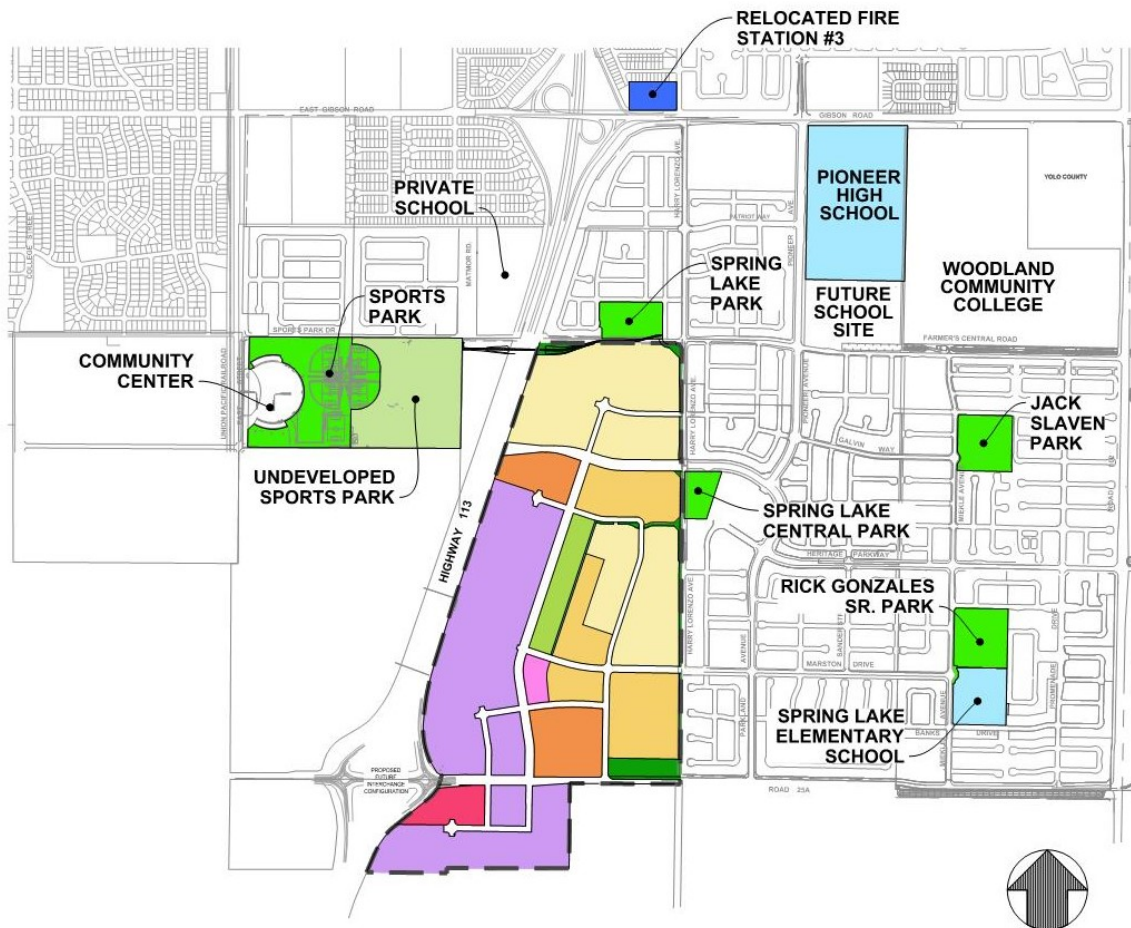


EXHIBIT 5-6: PUBLIC SERVICES FACILITIES PROXIMITY

5.11.1 Proposed Park and Recreation Facilities

The parks and open space system is a key feature required in order to meet the health, wellness and support of community values envisioned for the Plan Area. The interconnected open space, active and passive recreation facilities will provide ample places for physical activity and provide places for residents to meet, socialize and play. Together, the park and open space amenities provide a full range of active and passive recreation opportunities to help form a unifying element of the community. The land use plan allocates 11.6 acres of park and 10.2 acres of open space and greenbelts. Park and open space acreage calculations are shown in Table 5.6.

Table 5.5 Estimated Park Land Requirements				
Land Use	Estimated D.U.	PPH Factor	Population	Plan Area Park Acres 6 acres*/1000
Low Density	500	3.01	1,505	
Medium Density	600	3.01	1,806	
High Density	500	2.15	1,075	
Total units	1,600		4,386	26.316 acres

Source for Population per household factors is WMC Section 16.48.020.

Parks and open space provided in the Plan Area are shown on Exhibit 5-7 and include the following park classifications:

1. MINI/POCKET PARKS AND PLAZAS

Mini/pocket parks, plazas, courtyards and common areas, typically range from 0.1 to 1.0 acres, and serve as amenities within the Plan Area neighborhoods, multi-family developments and within the RTP and commercial zones. A 0.5-acre pocket park, located east of Road E along the HLA greenbelt, will function as a neighborhood amenity, a trailhead and provide a connector between the Plan Area and the adjacent Spring Lake Community Park.

2. NEIGHBORHOOD PARKS

Neighborhood parks provide mostly passive recreation uses, serving neighborhoods within a range of about one-half mile (or a 10-minute walking distance). The 11.8 acre park, named The Yard, is designated as the neighborhood park to serve the Plan Area.

LEGEND

- VCOS VILLAGE CENTER OPEN SPACE - THE YARD
- OS OPEN SPACE - GREENBELTS AND DETENTION POND

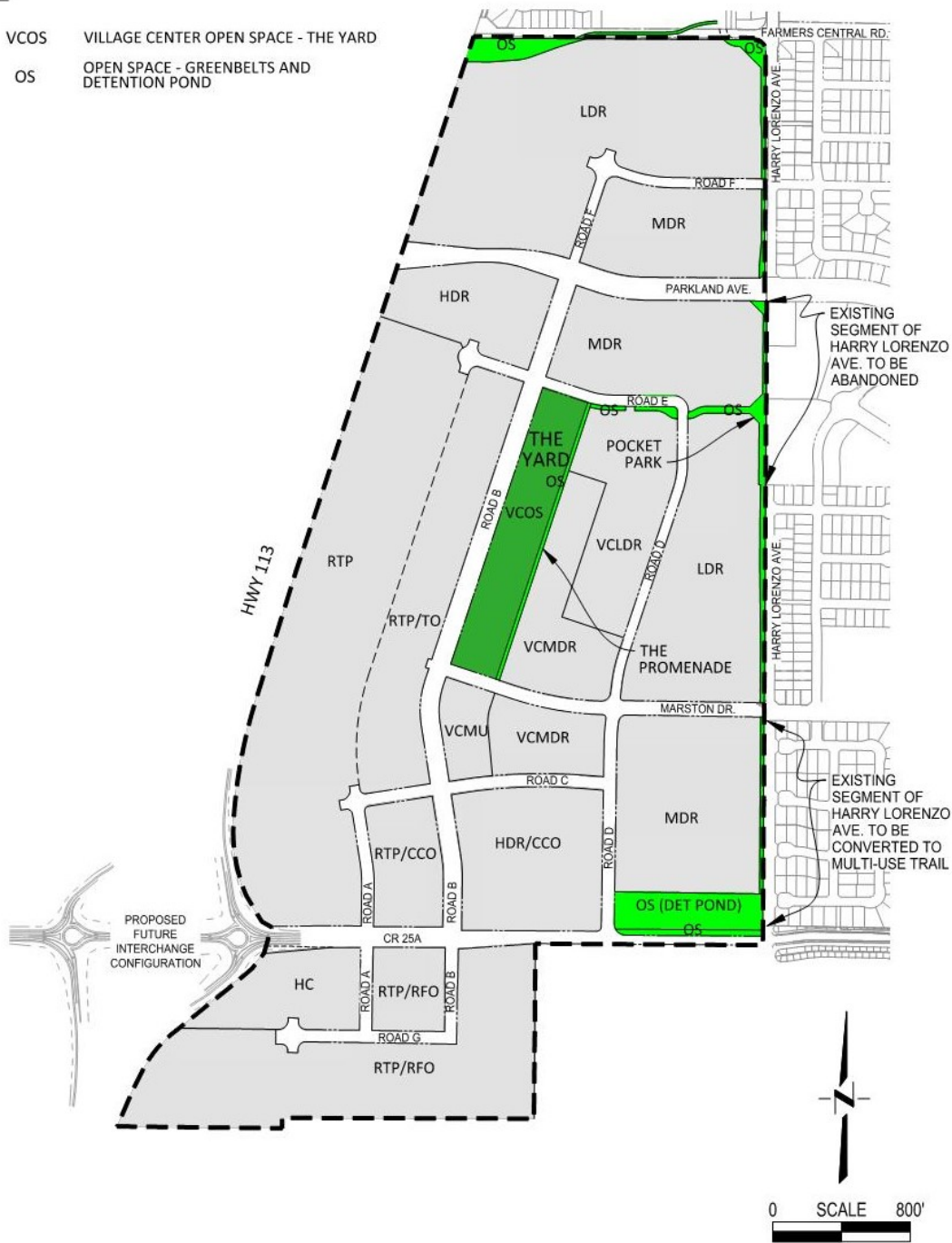


EXHIBIT 5-7: PROPOSED PARKS/OPEN SPACE SITES



3. LINEAR PARKS/GREENBELTS AND MULTI-USE TRAILS/PATHS

Linear parks and greenbelts are envisioned as landscaped, open space areas to be used for recreation and non-motorized transportation. Greenbelts may be designed to include playgrounds, open turf or planted areas, shade trees, plazas, picnic areas, and are connected by bike/walking paths. Greenways for the W RTP also provide stormwater management, including drainage and connections to open space areas used for stormwater detention/retention. The Land Plan allocates a total of 10.2 acres of open space for linear parks, as shown in Exhibit 5-7. Additionally, the Plan includes 5 miles of multi-use trails and paths that along with the greenbelts and parks, create a network of off-street biking and walking paths.

The linear parks/greenbelts provide vital pedestrian and non-motorized connectivity within the Plan Area and to the adjacent land uses. The primary linear parks/greenbelt facilities in the Plan Area are located along Harry Lorenzo Avenue, along the extension of Farmer's Central Road and as a connection from the proposed Spring Lake Central Park to the Plan Area's Central Green.

Eastern Greenway Connector – Harry Lorenzo Multi-Use Trail

A greenway along the eastern edge of the Plan Area will serve as a central spine, connecting the Plan Area to the existing Spring Lake development to the east. Located along the western edge of Harry Lorenzo Avenue, the greenway will extend the entire length of the Plan Area between CR 25A and Farmers Central Road. South of Marston Drive, the existing pavement in Harry Lorenzo Ave will be removed and the existing right-of-way will be utilized for the greenway. This facility will be more informal in nature with a 10-foot wide shared use path that gently meanders through landscaped open spaces. Multiple trail connections to Plan Area subdivisions will be provided to connect pedestrian and bicycle traffic to the linear greenway and to/from the adjacent Spring Lake community. Intersections with Marston, Parkland, and Road F will be designed with a distinctive treatment to clearly delineate each crossing.

PG&E maintains and operates an existing high-pressure gas transmission main within the corridor. Landscaping within the vicinity of the transmission main shall conform with PG&E planting zone guidelines. The planting zones are identified as the Pipe Safety Zone, the Border Zone, and the Outer Zone. Generally allowable groundcovers, shrubs, and tree sizes for each zone are defined below:

Pipe Safety Zone: Lawns, flowers, low-profile grasses and low-growing herbaceous plants.

Border Zone: Small to medium shrubs with a trunk or main branch less than 8" in diameter at full maturity, measured at 4.5 feet from the ground.

Outer Zone: Large shrubs and small trees with a trunk less than 36" at full maturity measured at 4.5 feet from the ground.

The relationship of the path location relative to the gas main and the corresponding landscape zones are depicted on the following Sections U-U through Y-Y. The path and greenbelt amenities shall be designed in accordance with the Multi-Use Trail section in Chapter 4.

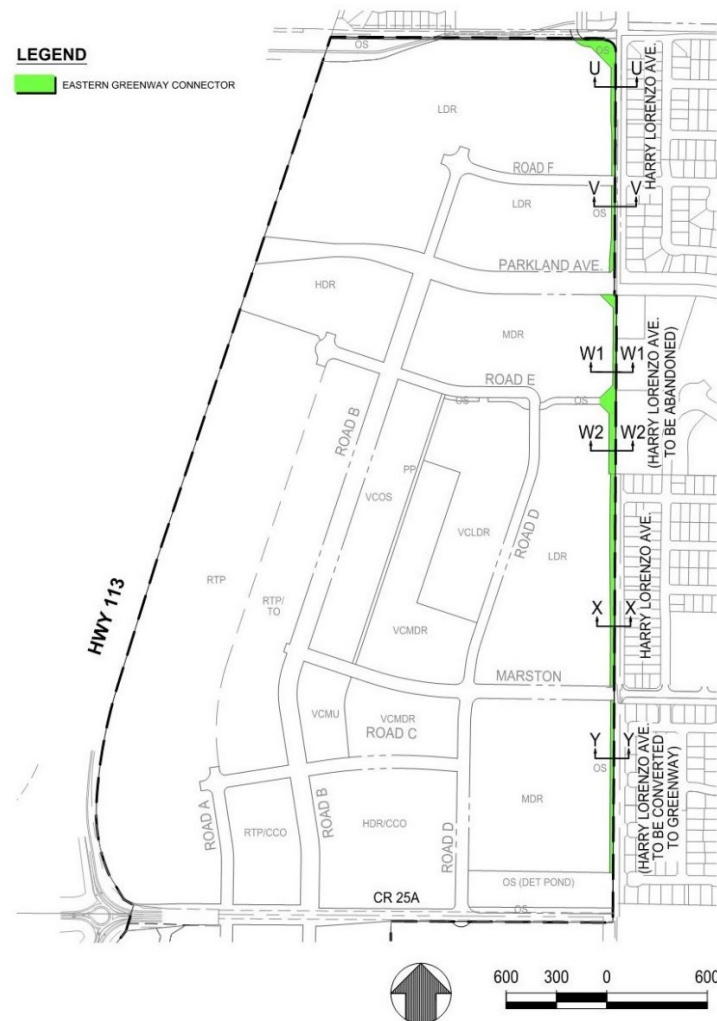
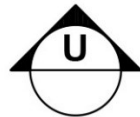
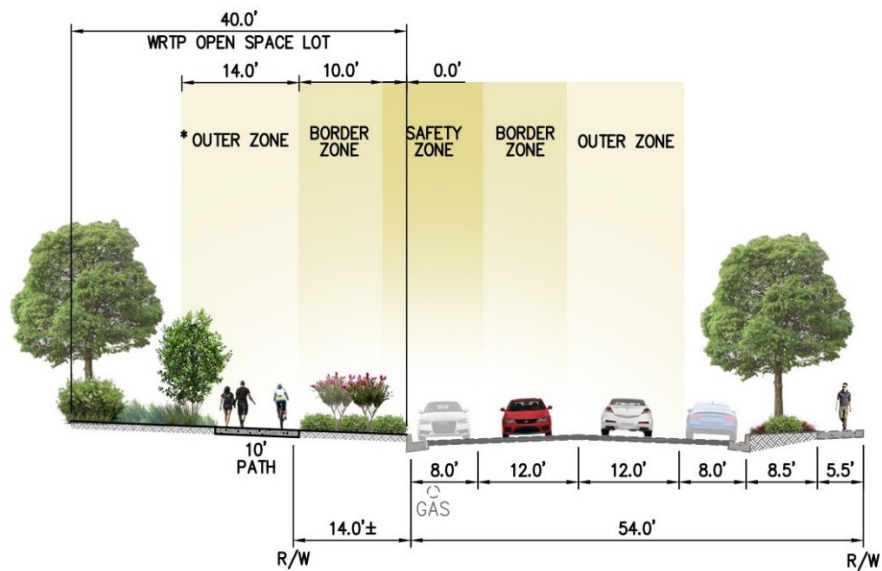
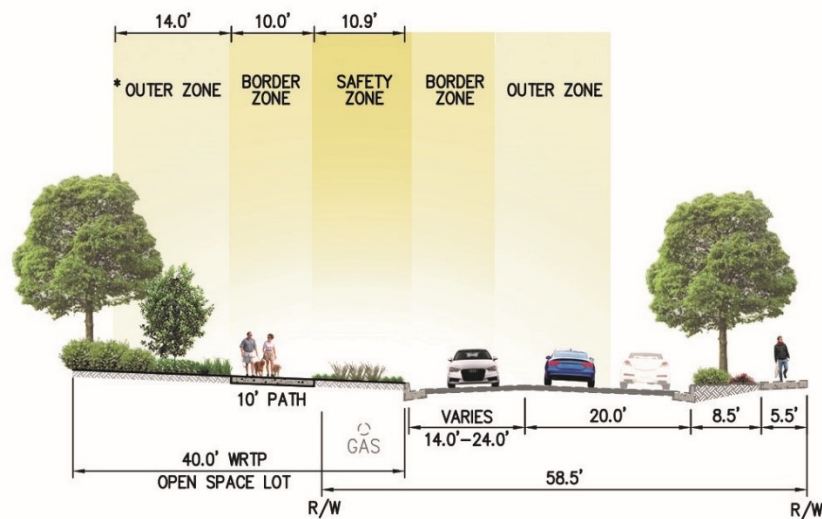


EXHIBIT 5-8: EASTERN GREENWAY CONNECTOR



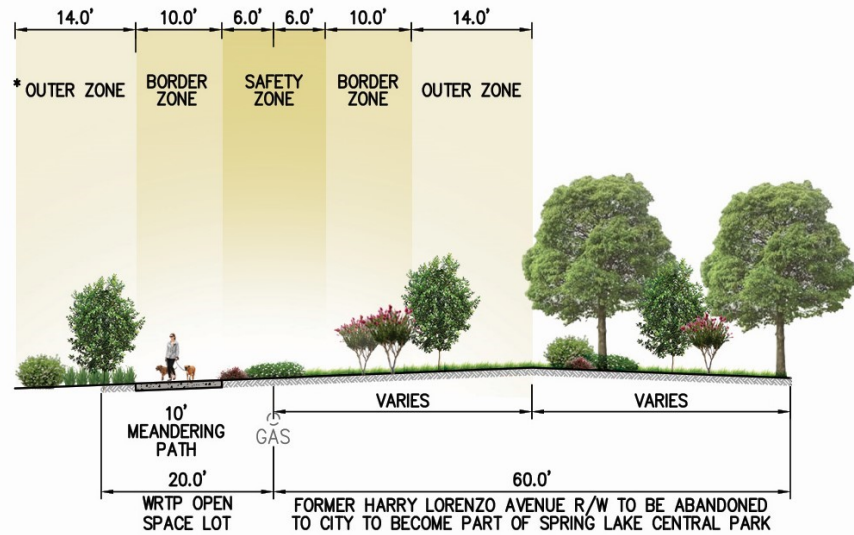
HARRY LORENZO AVENUE ADJACENT TO HEIDRICK RANCH, PH 2 & 3

* PG&E RESTRICTED PLANTING ZONES – SEE SPECIFIC PLAN TEXT FOR MORE INFORMATION



HARRY LORENZO AVENUE ADJACENT TO SPRING LAKE CENTRAL - PHASE 3

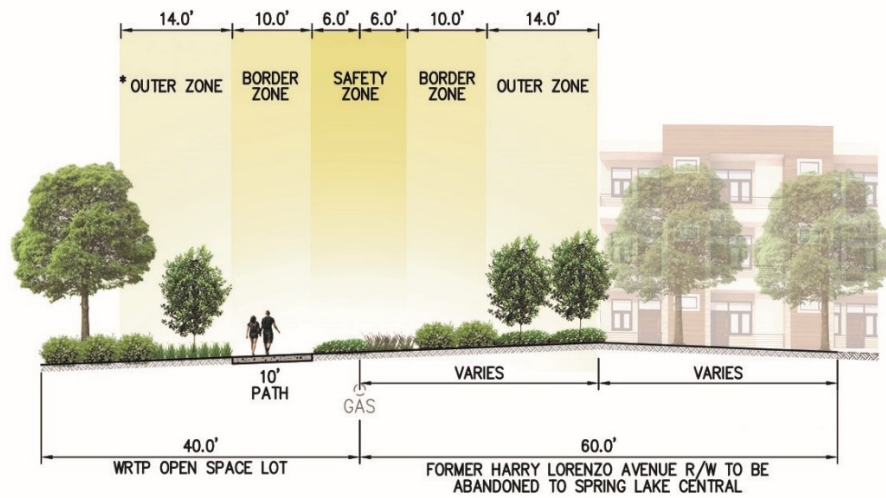
* PG&E RESTRICTED PLANTING ZONES – SEE SPECIFIC PLAN TEXT FOR MORE INFORMATION



HARRY LORENZO AVENUE

ADJACENT TO SPRING LAKE CENTRAL PARK

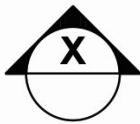
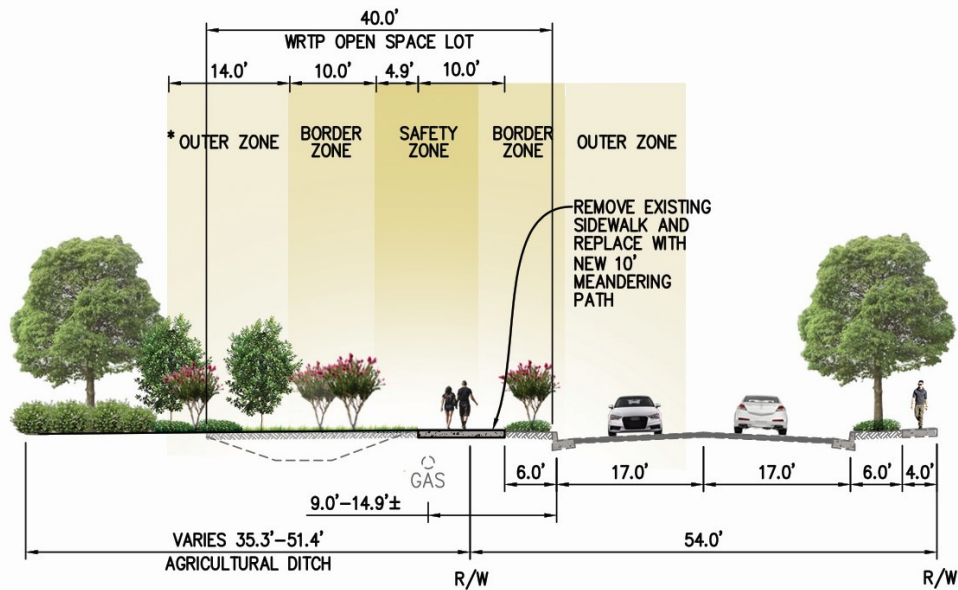
* PG&E RESTRICTED PLANTING ZONES – SEE SPECIFIC PLAN TEXT FOR MORE INFORMATION



HARRY LORENZO AVENUE

ADJACENT TO SPRING LAKE CENTRAL MULTI-FAMILY SITE

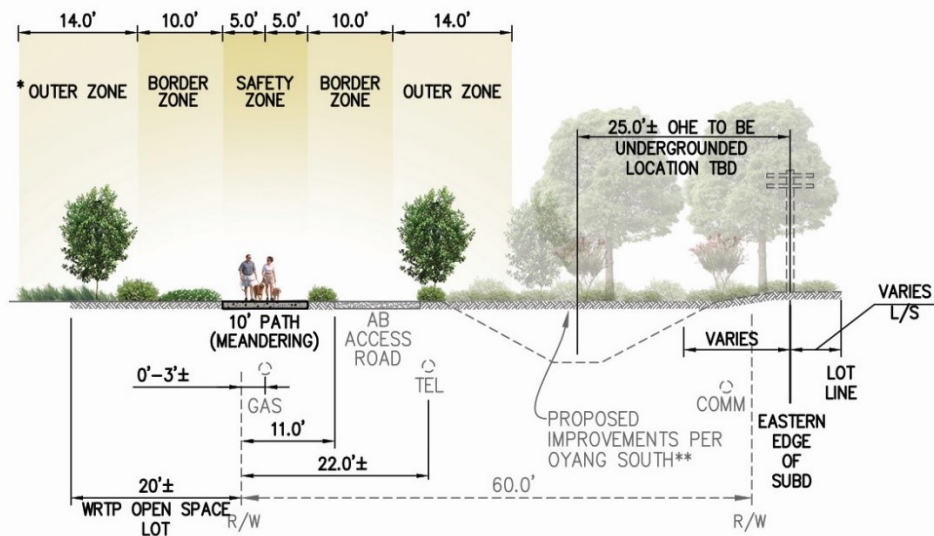
* PG&E RESTRICTED PLANTING ZONES – SEE SPECIFIC PLAN TEXT FOR MORE INFORMATION



EX. HARRY LORENZO AVENUE

ADJACENT TO SPRING LAKE CENTRAL - SOLARA RANCH

* PG&E RESTRICTED PLANTING ZONES – SEE SPECIFIC PLAN TEXT FOR MORE INFORMATION



EX. HARRY LORENZO AVENUE

ADJACENT TO SPRING LAKE CENTRAL - OYANG NORTH

* PG&E RESTRICTED PLANTING ZONES – SEE SPECIFIC PLAN TEXT FOR MORE INFORMATION
 ** IF NO LONGER REQUIRED FOR STORMWATER CONVEYANCE OR STORAGE, DITCH MAY BE FILLED IN AND PLANTED WITH SHRUBS AND TREES

4. DETENTION BASIN/OPEN SPACE

A 4.2-acre open space located at the southeast corner of the Plan Area, at CR-25A and Harry Lorenzo Avenue is planned as a stormwater basin for hydromodification and stormwater quality purposes. The basin is connected to the greenbelt system for the Plan Area. While serving as a detention basin, it would also be improved and used for scenic beauty and passive use. The precise location and configuration of the pond shall be determined with the first tentative map that encompasses a portion of the drainage shed from which it is receiving runoff (Shed No. 6 as identified in the W RTP Stormwater Management Memo (1/31/20)).

Table 5.6 Park/Open Space Provided		
Parks	Zone	Acres
Neighborhood Park- The Yard	VCOS	10.8
The Promenade*	VCOS	0.8
SUBTOTAL		11.6
Open Space/Greenbelts	Zone	Acres
Greenbelts	OS	6.0
Detention Basin/Open Space	OS	4.2
SUBTOTAL		10.2
TOTAL PARKS/OS ACRES PROVIDED		21.8

*Designated as Pedestrian Promenade on the Land Use Plan Layout to denote specific location of hardscape. Designated herein as VCOS because it is part of The Yard.

Additional parks, open space, mini parks and public or private plazas may be identified within individual developments and with Tentative Subdivision Maps. The Specific Plan will meet its park obligation through a combination of park land development and through project impact fees.

5.12 | SCHOOLS

The Woodland Joint Unified School District (WJUSD) provides public education from kindergarten through 12th grade within Woodland, as well as nearby unincorporated areas of Knight's Landing, Yolo, and Zamora. The District includes 11 elementary schools, one charter elementary school, two middle schools, two comprehensive senior high schools for grades 9-12, and one continuation high school. Additionally, there are three alternative education programs, six pre-schools, three infant-toddler programs, and an adult education center.

The Plan Area is located in close proximity to the Woodland Community College, at 2300 East Gibson Road, within the Spring Lake Specific Plan Area. The Community College has been at this location since 1990. The Community College offers associate degrees and continuing education

certificates in Agriculture and Agricultural Engineering/Technologies; Advanced Technology, Manufacturing, Clean Economy, Food Production clusters, Business Administration logistics, Culinary Arts, Elementary Education and Health Care.

Table 5.7 shows the estimated number of students to be generated from the Plan Area. The WJUSD will evaluate the attendance boundaries of existing and planned schools in the Plan Area to determine the school locations for Plan Area students. Existing schools in the Plan Area vicinity are Pioneer High School and Spring Lake Elementary School.

WJUSD owns a 20-acre Future School Site located directly south of Pioneer High School, approximately one-half mile from the Plan Area. The City and District have entered into an agreement to allocate 2 acres of this vacant property for the purpose of the City constructing and operating a second community swimming pool and aquatic facility. WJUSD has requested that the Specific Plan identify an alternative site for an elementary school, should it be needed. Up to a 10-acre portion of the MDR parcel located at the southwest corner of Parkland Avenue and Harry Lorenzo Avenue will be reserved for a potential school site, in accordance with the terms of the development agreement.

Table 5.7 Estimated Student Generation/School Site Demands							
Land Use	Estimated D.U.	K-6 Factor	Total K-6	7-8 Factor	Total 7-8	9-12 Factor	Total 9-12
Singe Family	1,100	0.2233	246	0.0619	68	0.1413	155
Multi Family	500	0.2596	130	0.0711	36	0.1342	67
Total units	1,600						
Total students			376		104		222

Source: Residential and Commercial/Industrial Development School Fee Justification Study for the Woodland Joint Unified School District, by Cooperative Strategies, April 6, 2020

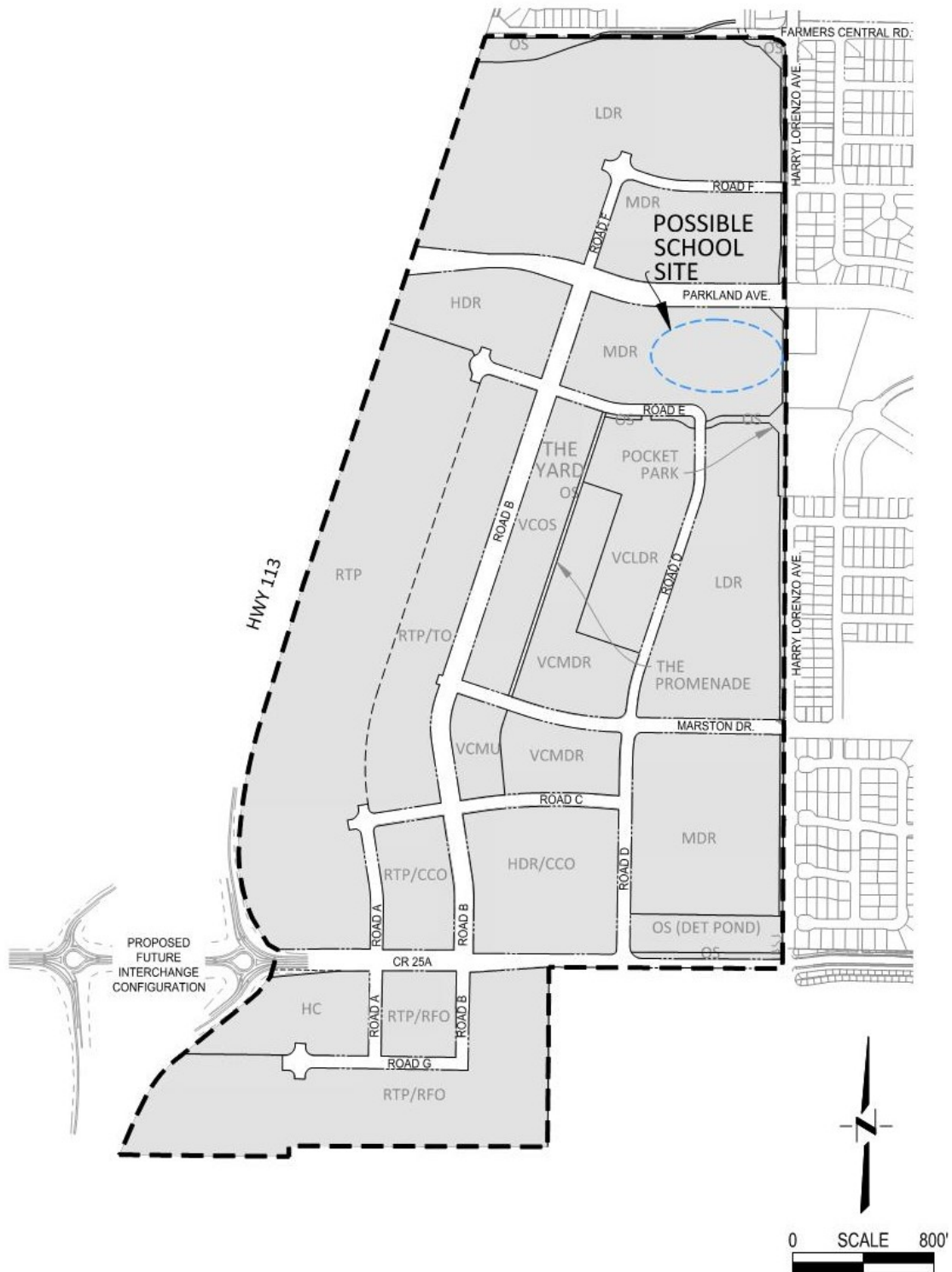


EXHIBIT 5-9: POSSIBLE SCHOOL SITE



5.13 | LIBRARY SERVICES

Library services are provided to the City of Woodland through the Yolo County Library System. The Woodland Public library is in central Woodland at 250 First Street. This facility will provide library access, including expanded virtual programming, youth activities, and e-book check out for Plan Area residents.

5.14 | OTHER GOVERNMENT SERVICES

City governmental services (e.g. planning department, building inspection, public works administration, city manager and city council, etc.) are provided primarily at City Hall at 300 First Street in downtown Woodland. As population increases so do the demands on these general government services. These services are paid for primarily from discretionary funds in the City's general fund.

5.15 | SOLID WASTE

Solid waste and yard waste collection and disposal and curbside recycling in Woodland are provided by a franchise agreement with Waste Management, with disposal and material processing at Yolo County Central Landfill. The General Plan policies ensure a consistent, citywide level of service for refuse collection, neighborhood cleanup, sanitization enforcement, and recycling programs. Existing waste disposal facilities are adequate to maintain a sufficient level of service for Specific Plan build out.

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6.0 | IMPLEMENTATION





6.1 | OVERVIEW

California Government Code Section 65451 requires that Specific Plans include programs of implementation strategies related to regulatory changes, programs, financing strategies and public works projects needed to carry out the proposed land use, infrastructure and development standards outlined in the Specific Plan.

This chapter provides a summary of the methods by which the Specific Plan will be implemented and provides discussion on the sequencing and financing programs that demonstrate compliance with General Plan policies and the vision, goals and policies of the Specific Plan.

The goal of this chapter is to describe how infrastructure and public facilities will be constructed and how public services will be delivered in a timely manner. The purpose of the implementation procedures is to ensure orderly development of the Plan Area over a multi-year time frame in coordination with the provision of the necessary infrastructure and services and with sufficient flexibility to respond to fluctuations in the economy, market demand, and evolving innovation in transportation opportunities. To achieve this intent, the Specific Plan includes a conceptual program for development sequencing and financing of infrastructure to support development in logical increments. Implementation of the Specific Plan will occur in accordance with the terms and conditions of several related planning and program documents, including the Development Agreement, Environmental Impact Report and associated Mitigation Monitoring Program, Financing Plan and the Woodland General Plan.

6.2 | IMPLEMENTATION AND PROGRAMMATIC STEPS

The Specific Plan provides for a comprehensively planned infrastructure system with the coordinated extension of infrastructure and the construction of facilities. In order to achieve the vision and goals of the Specific Plan, a number of Technical Memorandums were prepared in conjunction with or prior to adoption of the Specific Plan, and others shall be prepared and adopted subsequent to Specific Plan adoption.

6.2.1 Background on Pre-Specific Plan Actions

The City of Woodland adopted its General Plan on May 16, 2017, which identified the Plan Area as New Growth Area, SP-1A. The Plan Area is specifically envisioned within the General Plan as a natural extension of the city, ideally located and positioned for jobs and housing development. Subsequently, as part of the implementation program for the General Plan, the City petitioned to and LAFCo has amended Woodland's Sphere of Influence (SOI) to include all land within the Urban Limit Line (which includes the Plan Area) and negotiated a tax sharing agreement with Yolo County that addresses anticipated annexation of various lands including SP-1A (WRTP). The City has also

updated its Major Projects Financing Plan, adopted an interim zoning ordinance, revised the Affordable Housing Ordinance, approved the Agricultural Mitigation Ordinance, and joined the Yolo Habitat Conservation Plan/Natural Community Conservation Plan. These actions provide the foundation for implementation of the Specific Plan.

The Plan Area is located directly adjacent to the Spring Lake Specific Plan, abutting along the entire eastern edge. In anticipation of future development of the W RTP Plan Area, connection points for all municipal utilities, streets and bicycle and pedestrian connections were provided as part of the overall development for the neighboring Spring Lake Specific Plan. These connection points are stubbed at the east and north boundaries of the Plan Area.

6.2.2 Plan Area Infrastructure Planning

The coordinated delivery of public services is essential to ensure a complete community, one that provides public safety, recreational, educational and library services for the residents. The proposed public utility and public service providers are identified in Chapter 5, Public Utilities and Services. Technical Memorandums, listed below, provide the additional detail for the identified infrastructure improvements to support Plan Area development. Chapter 4, Mobility and Circulation, describes the comprehensive transportation network featuring a hierarchy of complete streets and off street bike paths. These studies may need to be updated or future studies may be prepared to inform the successful buildout of the Specific Plan, as required. Specifically, timing for certain off-site infrastructure components will need to be monitored to ensure timely completion of those facilities/improvements and adequate capacity at all stages of development.

The W RTP Infrastructure Technical Memorandums include:

- Water Technical Memorandum dated January 7, 2020.
- Reclaimed Water Distribution Technical Memorandum dated March 31 2020.
- Wastewater Collection System Technical Memorandum dated March 31, 2020.
- Stormwater Management Technical Memorandum dated January 1, 2020.
- Traffic Impact Analysis completed for the DEIR dated June 2020.

A Public Facilities Financing Plan will be prepared to demonstrate how the infrastructure requirements and the associated costs are reasonably balanced throughout each segment of development and that the provision of services, as well as the operations and maintenance costs, are in sync as development progresses. The Public Facilities Financing Plan will be an Appendix to the Final Specific Plan. The Public Facilities Financing Plan is described in Section 6.4.



6.2.3 Subsequent Implementation Documents/Analysis

The following supplemental plans must be prepared either prior to approval of the first development application or tentative map or as otherwise required by the Community Development Director:

- Conceptual Plan for The Yard to guide phased park improvements, and ensure pedestrian and bike paths internal to the park connect to the external network trail and greenbelt system, shall be prepared no later than prior to the first tentative map that fronts on The Yard.
- Comprehensive planting and street tree palette shall be developed for each District to guide both private and public landscaping improvements. Street Furnishings, Street Lighting Palettes and Gateway monuments (25A/Road B and Road B/Marston) shall be included as part of this effort.
- Comprehensive Transportation Demand Management strategy, in conjunction with key stakeholders, and identifying check in points to demonstrate efficacy.
- Coordination with the Yolo County Transportation District, YoloBus and UC Davis with policies of the Specific Plan to insure timely provision of transit service and appropriate funding mechanisms in place.
- Mobility Hub Master Plan, identifying the dedication of necessary Right of Way with the first tentative map in the location of the planned facility (Road B at the Village Center).
- Climate Action Plan Checklist, modified as necessary to achieve Greenhouse Gas Reduction targets.

6.3 | INFRASTRUCTURE SEQUENCING

The City of Woodland General Plan has a strong focus on economic development for the future of Woodland, in order to achieve sustainable development through continued jobs housing balance in the community. The Woodland Research and Technology Park is a key component in providing the means and opportunity to achieve this goal. Facilitation of early or “first-in” development of the Research and Technology Park (RTP) parcels is a key strategy of the Plan Area implementation, as described in the Financing Plan and the Development Agreement.

This section describes, rather than dictates, how connections to existing circulation and infrastructure improvements can physically be provided to serve the various areas of the Specific Plan. Actual extension of infrastructure and development within the Specific Plan will be determined by factors such as market demand, financial feasibility, infrastructure constraints, project Development Agreement terms, and City policy relating to jobs-housing goals. In general, development sequencing strategy is structured to advance the backbone infrastructure

improvements needed to support associated development, in compliance with City policies and standards, and that the development area can support the costs of the required improvements.

6.3.1 Sequencing Approach

The overarching approach to development of the Plan Area is measured flexibility. From a physical standpoint, the Plan Area can begin development in any geographic area of the Plan Area and areas can be developed simultaneously. Development may move forward independently provided that parcels can meet the public services requirements, the guiding policies and development standards outlined in the Specific Plan, the development agreement and are to the satisfaction of the City of Woodland Community Development Department. All public utilities were stubbed in multiple connection points along the eastern Plan Area boundary with the adjacent Spring Lake development and were sized with capacity to accommodate the Plan Area utility demands. The Plan Area has the ability to develop in sequential increments yet provides some flexibility for individual development areas to progress independently.

In addition to the planned infrastructure connection points, there are additional offsite infrastructure components which require ongoing monitoring and evaluation to determine triggers for the timing of improvements. Timing for these off-site infrastructure components will need to be monitored to ensure that adequate capacity is available. These include wastewater and stormwater improvements, described in Sections 5.4.3 and 5.5.3 respectively, and the future improvements to the Hwy 113/25A interchange, described below.

Traffic Impact Analysis prepared for the EIR indicates State Route 113 and Road 25A interchange will ultimately require improvements prior to full build-out of the Plan Area. Ramp and intersection improvements are anticipated to be in place prior to approval of the first development project in the Specific Plan. Analysis prepared by the City's traffic consultant indicates capacity for 380,000 square feet of non-residential land uses and 200 residential units at the southern end of the Plan Area, based on currently planned improvements to the interchange, without triggering need to design and implement the future improvements.

Subsequent development projects within the Plan Area shall be required to prepare a project specific traffic analysis to the satisfaction of the Community Development Director or City Engineer.

6.3.2 Sequencing Principles and Policies

Infrastructure requirements for each phase of development include on-site backbone infrastructure and off-site facilities necessary for each phase to proceed. Each improved area shall include roadway, sanitary sewer, water, recycled water, storm drainage, dry utilities, other facilities and improvements. All in-tract sewer, storm drain, water and dry utilities will be installed as part

of individual project improvements. The listing and specific details relating to the on-site and off-site improvements required to serve the Plan Area are included in the infrastructure technical memorandums for water, reclaimed water, wastewater and drainage and in Specific Plan development agreement(s).

In some instances, selected off-site infrastructure items, roads, and/or advancement of public services may be needed to serve a project area, while some items may be deferred to a later project area to develop. The general sequencing policies are as follows:

- At a minimum, two points of vehicular access are required for each project area. One of the accesses may be temporary emergency vehicle access subject to the Community Development Director.
- A looped water system is required for each project area.
- All roadways, pedestrian facilities, and bicycle routes shall be constructed in logical segments to provide safe and adequate access with each project area.
- Improvements constructed along the boundary of a project area shall include utility stubs to the adjacent phase for subsequent connection by the future area(s).
- Development of a non-contiguous project area will require the construction of backbone utility infrastructure not contained within defined area in order to connect to existing “downstream” infrastructure per the routing shown in the infrastructure technical memorandums. These improvements will be subject to reimbursements and fair share costs as outlined in the Financing Plan.
- A requirement to grant easements for on-site roadway and utility infrastructures required for a non-contiguous area shall be included in the development agreements for the Specific Plan, with reimbursements as incorporated into the Financing Plan.

6.4 | FINANCING AND MAINTENANCE OF PUBLIC FACILITIES

The construction of public facility improvements to serve the Plan Area will be funded by a variety of mechanisms. Specific financing requirements, improvement obligations, fees, reimbursements, land and easement dedications and conveyances, maintenance, and other financing and improvement related obligations are detailed in the development agreement, PFFP and any reimbursement agreements.

Funding of public improvements necessary to implement the Specific Plan will include a variety of mechanisms including city and school impact fees, special funding districts, developer financing and other potential methods. A separate Financing Plan is being prepared for the Woodland Research and Technology Park that details the costs for construction and operation of backbone infrastructure, public facilities, and operational costs necessary for development anticipated under

the Specific Plan. New development within the Plan Area shall be fiscally and financially neutral, both in terms of capital costs (financing of infrastructure) and ongoing costs (generation of sufficient general fund revenue to support ongoing maintenance and operational costs) to the greatest extent feasible.

The Financing Plan will serve as a framework to guide and support the objectives of the Specific Plan. As development progresses, the timing and mix of cost and funding sources may change. The assumptions and results are estimates at this time. Regardless of the extent to which certain financing mechanisms are used or funding sources are available, the overall cost burden has been calculated for the purpose of determining the most appropriate and feasible financing strategies and mechanisms to proceed with development under the Specific Plan. Specifically, the Financing Plan will:

- Describe the project and sequencing of needed infrastructure.
- Provide a summary of the infrastructure and public facility requirements to serve future development within the Plan Area.
- Include infrastructure cost estimates by land use and by development phase per acre, and the estimated infrastructure cost at build-out of the Plan Area.
- Include summarized costs for infrastructure and public facilities needed to serve the Specific Plan, including costs needed to serve the Plan Area at buildout.
- Review and include existing fees, taxes and assessments which may be applicable to the Specific Plan.
- Present cost estimates for operating and maintaining the required infrastructure and for ongoing municipal services.
- Identify potential funding sources for both the construction of infrastructure and provision of municipal services,
- Present the overall cost burden by land use and by development area on a per acre basis.
- Provide recommended action steps for implementation of the infrastructure financing.



7.0 | ADMINISTRATION





7.1 | OVERVIEW

This chapter outlines the Specific Plan process and its relationship to the subsequent entitlement processes that are necessary to allow construction of individual projects. This chapter also describes the administrative procedures that will occur to implement, amend, interpret and enforce the Specific Plan.

7.2 | SPECIFIC PLAN PROCESS AND RELATED ENTITLEMENTS

This section describes the project entitlements, the relationship between the concurrent approvals which occurred with the adoption of the Specific Plan and the subsequent entitlement process to occur after the W RTP Specific Plan adoption.

7.2.1 Specific Plan and Concurrent Approvals/Actions

Approval of the Specific Plan included the following entitlements and related actions:

1. Final Environmental Impact Report (FEIR)
2. Adoption of the Specific Plan
3. Approval of a General Plan Amendment and Pre Zoning
4. LAFCo Approval and Annexation
5. Approval of a Development Agreement by and between the City and the landowners.
6. Approval of a Public Facilities Financing Plan for the Specific Plan that describes a Capital Improvement Program and a funding and financing strategy for planned improvements.

7.2.2 Subsequent Entitlements/Actions

Individual development projects are subject to review and approval of subsequent permits and entitlements by the City of Woodland and other agencies. Once the actions described in Section 7.2.1 have occurred, landowners may submit and process applications for subsequent entitlements, as required, to implement the Specific Plan. Future approvals may include, but are not limited to:

1. Tentative Subdivision Maps
2. Tentative Parcel Maps
3. Lot Line Adjustments
4. Site Plan Review/Design Review
5. Use Permits
6. Variances

7.2.3 Environmental Clearance

An Environmental Impact Report (EIR) was prepared for this Specific Plan and was certified concurrent with the approval of the Specific Plan. The EIR serves as the base environmental document for subsequent entitlement approvals within the Plan Areas. Section 65457(a) of the California Government Code and Regulations Section 15182 and 15183 of Title 14 of the California Code of Regulations (pertaining to the California Environmental Quality Act ("CEQA")) provide that no EIR or negative declaration is required for any residential project undertaken in conformity with an adopted Specific Plan for which an EIR has been certified. Moreover, no additional environmental review is required for projects that are consistent with the zoning for which an EIR was certified, except as might be necessary to examine whether there are project-specific effects that are peculiar to the project or its site. The EIR certified for this project has been written to qualify all future residential projects for these exemptions, assuming they are consistent with the adopted Specific Plan and fulfill all conditions and CEQA mitigation measures outlined in the EIR. Non-residential projects may also rely upon the EIR assuming they are consistent with the adopted Specific Plan and fulfill all conditions and CEQA mitigation measures.

The City will assess consistency of each development application within the Specific Plan area with the Environmental Review and determine whether additional review is required under CEQA Section 15183 and 15182(a), or whether no further review is required.

Additional CEQA review may be required in the following instances: substantial changes to the Specific Plan are proposed, substantial changes occur to the circumstances under which the project is being undertaken, or new information becomes available that could not have been known upon certification of the Environmental Review. A supplemental review or an addendum may be required if any of these circumstances ensue.

The Specific Plan allows for a range of densities and intensities of development consistent with the goals and policies of the 2035 General Plan. However, it is anticipated that the Specific Plan area at build out will realize approximately 1,600 residential units and 2.2 million square feet of non-residential uses including business park, light industrial, retail and hospitality related commercial uses. Similarly, the EIR for the W RTP Specific Plan anticipates and analyzed these yields for purposes of environmental impacts. Should development within the Specific Plan exceed the anticipated residential or commercial development yields as analyzed within the EIR, discretionary review of such project(s) shall be required. The project proponent may be required to submit documentation substantiating said development is in conformance with the Specific Plan, EIR, its mitigation monitoring program, the General Plan, and Municipal Code, or a subsequent EIR may be required.

A mitigation monitoring program has been adopted with the EIR in accordance with Public Resources Code 21081.6 to ensure implementation of EIR mitigation measures.

7.2.4 Specific Plan Findings

Approval of all land division, planning entitlements and building permits shall be contingent upon a determination of substantial compliance with the provisions of this Specific Plan, the City of Woodland General Plan and with applicable provisions of the Zoning and Subdivision Ordinances. All proposed development projects or subdivision applications shall demonstrate the following:

1. Consistency with the goals and policies of the Specific Plan and all applicable laws and regulations.
2. Consistency with the overall intensity of land uses as provided for in the Specific Plan
3. Consistency with the Specific Plan implementation strategy and availability of infrastructure to serve the development.
4. The project will not degrade services and/or facilities beyond the capacities approved by the Specific Plan.
5. Consistency with the project scope and impacts addressed in the Specific Plan EIR or that environmental impacts of the project are addressed in subsequent environment impact studies that may be required under the California Environmental Quality Act (CEQA).

7.3 | SUBSEQUENT ENTITLEMENTS

Following adoption of the Specific Plan, subsequent development and/or proposed land use, including tentative map applications, within the Plan Area will be reviewed for consistency and compliance with the Specific Plan and any other City regulations in effect at the time of development. Application and processing requirements shall be in accordance with the City's Zoning Ordinance and other regulations, unless otherwise modified by this Specific Plan. In acting to approve a project or permit, the City may impose conditions as are reasonably necessary to ensure that the project is in substantial compliance with the Specific Plan and all applicable plans and regulations.

7.4 | SPECIFIC PLAN ADMINISTRATION

The Specific Plan serves as an implementing tool of the Woodland 2035 General Plan, which provides the foundational elements, vision and direction for the Specific Plan. As an implementing tool, the Specific Plan establishes zoning, land use and development standards for projects within the Plan Area boundary.

Upon adoption of the Specific Plan, all land use regulations, development standards, and design guidelines of this Specific Plan shall supersede those of the Zoning Ordinance and Community Design Standards. Where direction is not provided in this Specific Plan, the standards of the City's Zoning Ordinance shall apply including use permit, variance, public notice and hearing and appeals provisions.

The City's Subdivision Ordinance will regulate individual requests for land divisions within the Specific Plan Area, unless otherwise addressed herein. To the extent that a component or regulation of the Specific Plan differs from a requirement of the Ordinance, the Specific Plan will take precedence. Where the Specific Plan is silent or vague, the Subdivision Ordinance will be used for the purpose of interpretation, and/or directly applied as appropriate.

Unless otherwise approved as part of the Specific Plan, off-site improvements under the control of the City shall be subject to City of Woodland regulations and requirements in effect at the time the improvement plans are submitted. Improvements not under the control of the City (e.g. improvements to State highways) shall be subject to the regulations and requirements of the responsible agency.

7.4.1 Specific Plan Amendments, Minor/Administrative Modifications

During the long-term build out of the Plan Area, amendments to the adopted Specific Plan may be necessary because of changed circumstances. Additionally, because of unforeseen circumstances, some design guidelines or development standards may not be feasible on a particular parcel or may hinder innovative design concepts. In these situations, the procedures listed below will be followed to amend the adopted Specific Plan or allow for minor/administrative modification from development or design standards.

1. SPECIFIC PLAN AMENDMENTS

Any changes proposed to the Specific Plan that could significantly increase environmental impacts or result in any of the following substantive changes shall require a Specific Plan amendment:

1. Substantively change the boundaries of the Specific Plan.
2. Substantively change the text, figures, or table of the Specific Plan.
3. Substantially change the location of planning districts or key elements of the Plan including the linear park.
4. Substantively change any element of the Plan or implementing documents (infrastructure plans, design guidelines, capital improvement plan, and financing plan) such that they would be inconsistent with Specific Plan policy, text or land use.

The Specific Plan may be amended by the same procedure as the Plan was adopted and shall require a recommendation of approval by the Planning Commission and approval by the City Council. An amendment may be initiated by the City Council, the Community Development Director (Director), property owner or any authorized agent of the property owner. Any amendment requested by a property owner or project applicant may be subject to the fee schedule adopted by City Council. Any amendment to the Specific Plan must be consistent with the City's General Plan.

2. MINOR/ADMINISTRATIVE MODIFICATIONS

Modification(s) to the standards as proposed by a developer/builder during site development and design review of individual Planning Areas and/or Tentative Maps, may be considered subject to the following provisions. A minor/administrative modification to Specific Plan design and/or development standards may be considered and approved or conditionally approved by the Community Development Director if it is determined by the Director that the revision is in substantial conformance with all of the applicable criteria:

1. The Director determines that the modification does not have a significant impact on the character of the Plan.
2. The proposed modification to the development standards or design guidelines are offset by the merits of the design and do not significantly change the anticipated physical characteristics of the development.
3. The proposed modification to the development standards further the goals of the Specific Plan and enhance the appearance or functionality of the project, while remaining compatible with and not detrimental to adjacent properties or uses.
4. The proposed modification does not modify or exceed the original standard by more than 10 percent.
5. The proposed changes to the alignment of streets or street sections, which if adopted, would not substantially alter the overall land use and will continue to support the circulation concepts set forth in this Specific Plan.
6. Adverse environmental impacts are not significantly increased, as defined by the CEQA Guidelines Sections 15162, 15182 and 15183, as a result of the proposed variance.

In granting a Minor / Administrative Modification, the Community Development Director may impose conditions to safeguard public health and safety and to ensure development remains consistent with the objectives and intent of the Specific Plan.

At the discretion of the Community Development Director, any proposed minor/administrative modification may be referred to the Planning Commission and/or City Council for action. An administrative modification may be appealed to the Planning Commission or City Council, as applicable, consistent with the provisions of the Woodland Municipal Code for Zoning Administrator Appeals.

7.5 | INTERPRETATIONS

The Director shall have the responsibility to interpret the provisions of this Specific Plan. If an issue or situation arises that is not sufficiently provided for or is not clearly understandable, those General Plan policies and/or regulations of the Zoning Ordinance that are most applicable and relevant may be used as a guide for resolving the issue.

In determining land use where a specific use is not listed, the Director shall have the authority to make an interpretation as to whether the use is similar to other allowed uses in a particular zoning district, or whether such use should not be permitted based on the guiding principles and vision for a particular development district within the Plan Area. The Director may refer any matter for interpretation to the Planning Commission for their consideration or the Director's interpretation may be appealed to the Planning Commission. The Planning Commission's decision, when applicable, may be appealed to the City Council. The City shall keep records of the official determinations on file for future reference and to ensure consistency of interpretations over time.

7.6 | SEVERABILITY AND ENFORCEMENT

If any regulation, condition, program or portion of the Specific Plan is held invalid by a California or Federal Court of competent jurisdiction, such portions shall be deemed separate, distinct, and independent provisions, and the invalidity of such provisions shall not affect the validity of the remaining provisions thereof.

Any person who violates a requirement of this Specific Plan or fails to obey an order issued by the City or comply with a condition of approval of any permit or entitlement issued under this Specific Plan shall be subject to the penalty provisions as provided in the City of Woodland Municipal Code.

COMMUNITY OUTREACH & ENTITLEMENT PROCESS 2020/2021

ANTICIPATED TIMEFRAME	ACTION ITEM	NOTIFICATION
NOVEMBER 2020	Introduce Draft Specific Plan at City Council and Planning Commission, concurrent with publication of draft plan online	Draft Plan published online CC/PC – Agenda, informational Email to WRTP listserv*
DECEMBER 2020	Circulate Public Review Draft EIR; open public comment period (45+ day)	Email to WRTP listserv Draft EIR published to City website
DECEMBER 2020 - FEBRUARY 2021	Community and Stakeholder Outreach / Neighborhood Meetings; Commission Meetings	Email to WRTP Listserv Mailers (as appropriate) Notice in Daily Democrat Other media posts
JANUARY 2021	Public Hearing at Planning Commission for Draft EIR + Formal Presentation of Draft Specific Plan; public comment period on EIR closes following PC hearing and 45+ day public comment period	Email to WRTP listserv Notice in Daily Democrat
FEBRUARY 2021	Presentation of Specific Plan, Fiscal Impact Analysis and comments on Specific Plan and DEIR to City Council; CC to provide direction to staff	Email to WRTP listserv CC – Agenda, informational
FEBRUARY/MARCH 2021	Edits to Specific Plan and EIR based on feedback received from public, PC, CC	Final Draft Specific Plan and Final EIR published to City website
MARCH 2021	Follow on neighborhood/stakeholder meetings as needed	
MARCH 2021	Finalize Financing Plan and Draft Terms of Development Agreement(s)	
MARCH 2021	Final Draft Specific Plan + Final EIR to Planning Commission for formal action/recommendation to City Council	Email to WRTP listserv Notice to Daily Democrat
APRIL 2021	Final Draft Specific Plan + Final EIR, Financing Plan and Development Agreement to City Council for formal action	Email to WRTP listserv Notice to Daily Democrat
MAY 2021	LAFCo process for annexation	Email to WRTP listserv Public Notice as required

***FOR ALL PHASES, ADDT'L OUTREACH TO INCLUDE NEXTDOOR, FACEBOOK, MAILERS/PUBLICATION IN THE DAILY DEMOCRAT AS APPROPRIATE**