



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

January 19, 2021
6:00 PM

CITY COUNCIL

PLEASE NOTE: The January 19, 2021 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. PRESENTATIONS

2. SUBJECT: Dr. Martin Luther King Jr. Poetry Contest Winners

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation of the 2021 Dr. Martin Luther King Jr. poetry contest winners.

G. CONSENT CALENDAR

3. SUBJECT: Sustainability Advisory Committee November 2020 Meeting Minutes

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive minutes for the November 2020 meeting of the Sustainability Advisory Committee.

4. SUBJECT: Community Services Department Quarterly Status Report for the period of October through December 2020

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

5. SUBJECT: COVID 19 Prevention Program Policy

RECOMMENDATION FOR ACTION: Staff recommends that the Council receive the COVID-19 Prevention Program (CPP).

6. SUBJECT: FMLA Leave Expansion and Emergency Paid Sick Leave Policy

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, Modifying and Extending the FMLA Leave Expansion and Emergency Paid Sick Leave Policy.

7. SUBJECT: Amendment #2 to the Security Professional Service Agreement with Allied Universal Security Services for the Woodland Public Library

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the second amendment to the Security Professional Service Agreement with Allied Universal Security Services for the Woodland Public Library. The total contract amount shall be \$105,665.

8. SUBJECT: Appropriation of Funds to the Fiscal Year 2020/21 Clean Air Funds Grant Budget

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing a budget appropriation of \$12,000 to Fund 365 for the Clean Air Funds Grant for fiscal year 2020/21, and authorize appropriation of the same \$12,000 to Fund 012.

9. SUBJECT: Prop 68 General Per Capita Grant Application Authorization, CEQA Exemption, Contract Authorization, and Budget Appropriation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:
1) Adopt Resolution No: _____, to authorize the filing of project applications for Per Capita program grant projects as a part of the General Per Capita Program through the State of California Department of Parks and Recreation, and,

2) Adopt Resolution No: _____, approving a notice of exemption of filing for the two applications for the General Per Capita Program, and

3) Adopt Resolution No. _____, authorizing the City Manager to execute a contract with PlayPower, Inc. in the amount not to exceed \$200,000 through a cooperative purchasing agreement, and

4) Adopt Resolution No. _____, authorizing a budget appropriation of \$177,952 for the General Per Capita Grant to the State Grant Fund (325) for fiscal year 2021/2022.

10. SUBJECT: Waste Management Service Issues Update and Annual Rate Adjustment (Continued from December 15, 2020)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to 1) receive the Waste Management 2021 rate adjustment information, 2) accept it as complete and adequate, 3) deem the proposed 2021 rate adjustments approved, and 4) direct City Manager to take such steps as necessary to memorialize Waste Management's commitment to grant a bill adjustment to residential customers for the service interruptions experienced in late 2020.

11. SUBJECT: Final Acceptance and Notice of Completion of Public Improvements for Subdivision Final Map 5075, Calwest Phase 1.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting the public improvements associated with Subdivision Final Map 5075, Calwest Phase 1, constructed by Lennar Homes of California, as complete and authorize the City Clerk to file a Notice of Completion.

H. REPORTS OF THE CITY MANAGER

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

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

13. SUBJECT: SB 1383 (Short-lived Climate Pollutants) Presentation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation on new state regulations related to SB 1383 (Short-Lived Climate Pollutants) focused on landfill-generated methane emissions reductions, including food waste prevention and edible food recovery.

14. SUBJECT: Appointment of Council Member to fill District 3 Vacancy

RECOMMENDATION FOR ACTION: Staff recommends that the City Council complete the appointment process by selecting one of the candidates to fill the vacant District 3 Council seat.

I. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for Joint Regular City Council/Woodland Finance Authority Meeting of the City of Woodland scheduled for Tuesday, January 19, 2021 was posted on Friday, January 15, 2021 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: January 19, 2021
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", is written over the printed name and title.

Ken Hiatt
City Manager

Attachments:

1. Council Long Range Calendar (005)

UPDATED COUNCIL LONG RANGE CALENDAR

FEBRUARY 2ND

REGULAR MEETING

City Council Meeting Minutes of January 5, 2021 and January 19, 2021
Accept North Regional Pond & Pump Station Project as complete; CIP #17-21
Certify EIR for Woodland Flood Risk Management Project, CIP #09-15
Mayor/Mayor Pro Tem Rotation Discussion
Award Contract for PSH Site Infrastructure Project #19-22
Investment Policy Workshop

FEBRUARY 16TH

REGULAR MEETING

Freshman Leadership Academy - Presentation
Police Officer Job Descriptions
Review City Council Goals
Mid-Year Budget Review

MARCH 2ND

REGULAR MEETING

City Council Meeting Minutes of February 2, 2021 and February 16, 2021

Future Topics / Study Sessions:

TBD City Council Retreat Comprehensive Zoning Update Tree Ordinance Update Redistricting	
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TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: F.2
SUBJECT: Dr. Martin Luther King Jr. Poetry Contest Winners

Recommended Action: Staff recommends that the City Council receive a presentation of the 2021 Dr. Martin Luther King Jr. poetry contest winners.

Staff Contact:

Christine Engel, Community Service Director, 530-661-2008, christine.engel@cityofwoodland.org

Discussion:

For 2021, the celebration to honor Dr. Martin Luther King Jr. was comprised of three separate self-directed connections for public reflection: a Youth Poetry Contest, a Chalk Mural Contest, and a Peace Run. The events were advertised on social media, through the Daily Democrat, and through a flyer that Woodland Joint Unified School District distributed to their students. Private schools were also contacted so their students could participate as well.

Youth Poetry Contest: Students in grades 7-12 were invited to write a poem about a vision of peace within the community. First prize was awarded in the two age categories of middle school students and high school students. Winners of the poetry contest will be announced at the City Council meeting.

Sidewalk Chalk Peace Mural Contest: Community members were also encouraged to create sidewalk murals that reflected a vision of peace. Participants were encouraged to share their artwork on social media using the hash-tag #MLKVisionsofPeace. Community Services staff held a drive-through event at the Community Center to distribute chalk to mural participants.

Virtual Fun Run & Walk: The celebration also provided an opportunity for residents to kick off the new year with healthy habits. The Run for Peace Virtual Fun Run & Walk encouraged community members to run or walk 5 kilometers for the vision of peace. Participants were also encouraged to share their pictures on social media as a way to connect virtually with other walkers/runners.

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

Ken Hiatt
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: G.3
SUBJECT: Sustainability Advisory Committee November 2020 Meeting Minutes

Recommendation for Action: Staff recommends that the City Council receive minutes for the November 2020 meeting of the Sustainability Advisory Committee.

Staff Contact

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

Fiscal Impact

None.

Background

City Council Resolution #7236 established the Sustainability Advisory Committee on March 5, 2019. The resolution charged the committee to hold regular, public meetings to:

- Provide comments, feedback, and recommendations to the City Council on sustainability policy and issues related to Climate Action Plan (CAP) implementation.
- Advise and assist staff on sustainability program design and implementation.
- Serve as a forum for public input and feedback on issues related to sustainability and CAP implementation.
- Assist staff in promoting community-wide CAP implementation.
- Such other duties as the Council may from time to time decide.

In compliance with the Brown Act, meeting agendas and minutes are publicly available on the City's Web site at <http://www.cityofwoodland.org/1115/Sustainability-Advisory-Committee>. Additionally, following the August 2020 meeting of the committee, staff will regularly transmit its minutes to Council. Items of greater urgency, or pertaining to matters already on their way to Council, will be transmitted separately or as part of the relevant staff report.

Discussion

This staff report transmits minutes for the November 2020 meeting of the Sustainability Advisory Committee.

Conclusion

Staff recommends that the City Council receive minutes for the November 2020 meeting of the Sustainability Advisory Committee.

Prepared by: Ken Loman, Environmental Sustainability Manager

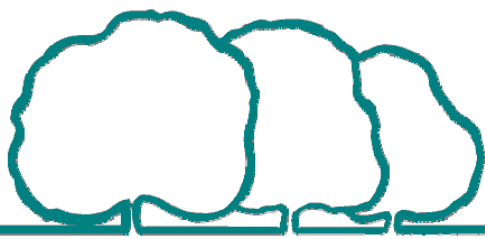
Reviewed by: Brent Meyer, Acting Director of Community Development / City Engineer



Ken Hiatt
City Manager

Attachments:

1. 2020 11-18 Minutes - Woodland Sustainability Advisory Committee



City of Woodland

**SUSTAINABILITY ADVISORY COMMITTEE
SPECIAL MEETING
MEETING MINUTES – NOVEMBER 18, 2020
VIA TELECONFERENCE**

1. Call to Order

The meeting was called to order at 6:01 p.m.

2. Roll Call

Members Present: Mark Aulman, Rolf Frankenbach, Liza Grandia, Allison Martin, Catalina Munoz, Raul Tadle, Robert Ullrey

Absent: Sara Schremmer

Staff Present: Rosie Ledesma, Ken Loman, Stephen Coyle

Special Guests: Johanna Keys

3. Public comment

None.

4. Member reports (Information Item)

Frankenbach: Rolf reminded members of the news article in the Daily Democrat on November 7, 2020 regarding the oak tree near Main Street and Highway 113 that was deliberately poisoned, highlighting the Woodland Tree Foundation's efforts to collaborate with the City to protect native trees. He encouraged members to read the article and promote protection of native trees, especially Valley Oak trees.

Martin: Allison reported that she attended the California Association of Resource Conservation Districts (CARCD) meeting the week of November 9, including a workshop facilitated by numerous RCDs on how they support local CAP implementation. One of the presenters was the Executive Director of the Yolo RCD (Heather Nichols), and she outlined how they have been working with Yolo County to support the countywide CAP implementation (presentation available at: https://drive.google.com/file/d/1CuTKitLLjXxDaeVvE_vy6RBabhU9ZX4g/view?usp=sharing). They are achieving this by working with farmers to establish native plant hedgerows along farm corridors and improve soil conditions, as well as restore riparian forest habitat. She reminded members that she had previously mentioned trying to engage Yolo RCD in Woodland's urban forest projects, as they would be strong partners for implementing the Urban Forest plan and have the capacity to obtain Urban Forest/Urban Rivers grants that would help plant more trees and shrubs. She offered to assist with arranging a presentation by Yolo RCD if the committee is so interested.

Grandia: Liza reported that she attended the founding meeting of the Woodland Joint Unified School District's Environmental Stewardship Committee. One action item for that

committee will be to solicit involvement from the community. She also reported that she enjoyed participating in the City's Water-wise Landscape Design Workshops.

5. Staff reports (Information Item)

a. Update on Brown Act issues: agenda items

Ken followed up on his previous report regarding an email to the City Attorney asking for clarification of certain Brown Act rules. The question was whether the committee is allowed to take action on an item on the agenda if that item is not described as likely to be acted upon, such as a presentation. Ken reported that the City Attorney indicated that the committee should be as clear as possible in indicating both what an agenda item is about and whether the committee intends to take action. Ken said that in light of the City Attorney's comments and with the Chair's concurrence, committee agenda items will continue to include a label as to whether the item is for information or potential action, and that items will be described as clearly as possible.

b. Project updates

Ken provided the committee with updates on several City programs and projects:

- Implementation of the two projects previously worked on by the City's CivicSpark Fellow (CAP Web site, outreach framework) continues to be delayed due to workload and staffing issues.
- Ken reported that the City's municipal GHG inventory has been submitted to the Climate Registry and the City has hired a verification consultant. The community-wide GHG inventory was completed earlier this year as part of a county-wide regional inventory, however technical documentation is still outstanding from the contractor, which will allow proper evaluation of the data.
- At the request of the Chair, Ken reported on the status of the committee's request at its' October meeting to expedite presentation to the City Council of the committee's recommendation regarding updating the tree ordinance. Ken reported that he had spoken with the City Manager about the request and shared that because the tree ordinance update is not likely to be developed and acted on until mid-2021, the recommendation would be transmitted to the City Council as part of the October meeting minutes. He also indicated that the committee should expect this to be the normal method for transmitting recommendations or information to the City Council.
- Ken also reported on several projects on which the City is working:
 - Plans for the Community Demonstration Rain Garden project at Crawford Park are nearly complete and have been circulated to appropriate City staff for comments
 - Environmental Services staff is working with the organizers of the Edible Learning Garden at City Hall to create educational videos about garden management for the City's Web site and for social media content

- ES staff is collaborating with the Yolo Resource Conservation District and the Master Gardeners of Yolo County on two Water-wise Landscape Design workshops this month

6. Update from Waste Management (Information Item)

Johanna Keys, Waste Management Recycling Coordinator, reported that the company is facing operational delays due to COVID-19. The company is working to send out calls to affected customers the night before their scheduled collection day, when possible; to communicate disruptions to City staff contacts as quickly as possible; and to update the call center so accurate information is available to customers who call.

Several members shared comments related to this and recent discussions around implementation of the smart truck program, including a request that the company review and address the concerns reflected in the minutes from the August meeting.

7. Approve Minutes for October 14, 2020 (Action Item)

On a motion by Allison Martin, seconded by Raul Tadler, and carried on a 7-0-1 (Schremmer absent) vote, Item #8 was advanced while staff addressed a technical issue regarding the SB 1383 presentation. Several members mentioned that documentation of votes under Item #10 on the minutes incorrectly recorded them as absent, and requested corrections.

On a motion from Raul Tadler, seconded by Robert Ullrey, and carried on a 7-0-1 vote, committee members approved the minutes for the October 14, 2020 meeting, as corrected.

Ayes: Aulman, Frankenbach, Grandia, Martin, Munoz, Tadler, and Ullrey

Noes: None

Absent: Schremmer

8. Presentation by staff on SB 1383 (Short-lived Climate Pollutants) regulations and requirements related to reduction of methane and other greenhouse gas emissions from organic material in landfills (Information Item)

Rosie Ledesma, City of Woodland Environmental Resource Analyst, provided the committee with an overview of the recently finalized regulations from CalRecycle. Slides from the presentation are attached.

9. Work plan development sub-committee updates (Information/Action Item)

The committee discussed the idea of December workshop, potentially in lieu of regular December meeting, to finalize work plan and 2021 goals. Raul offered to set up a Doodle poll to check members' availability and the Chair indicated he would call a special meeting for that purpose once availability information was collected.

10. Consideration of change to committee meeting schedule (Action Item)

On a motion by Robert Ullrey, seconded by Raul Tadler, and carried by a 7-0-1 vote, the committee voted to change its regular meeting schedule to the third Wednesday of each month at 6:00 PM.

Ayes: Aulman, Frankenbach, Grandia, Martin, Munoz, Tadler and Ullrey

Noes: None

Absent: Schremmer

11. Discuss long-range calendar

There was no discussion of the long-range calendar.

12. Adjourn

Meeting adjourned at 7:42 p.m.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: G.4
SUBJECT: Community Services Department Quarterly Status Report for the period of October through December 2020

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

Staff Contact:

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

Background:

This quarterly status report covers the period of October through December 2020. The report presents a summary of recreation programming, events, affordable housing, the community development block grant entitlement program, and parks and recreation facilities operation and maintenance. This report also contains a narrative description of major work performed and/or notable Department highlights.

Conclusion:

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

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director

Ken Hiatt
City Manager

Attachments:

1. CSD Quarter 2 Report FY21

Community Services Department Quarterly Report: October – December 2020

The following provides a summary of the Community Service Department's programs, activities, and events for October through December 2020. This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document. *Participant totals (total participants and total participant hours) are the total amount of participants/hours for the entire reporting period (i.e. in most cases three months).*

Quarterly Highlights

As a result of efforts to minimize the transmission of COVID-19, the Community & Senior Center remained closed and many programs/activities were cancelled.

- Approximately 3,995 people participated in virtual activities and events such as the Gobble Trot Fun Run, Holiday Ornament Give Away, a Halloween Scavenger Hunt, and Rec2Go Live arts & crafts demonstrations.
- Approximately 19,302 participant hours were recorded for aquatics; youth, teen, and adult recreation activities and classes.

Administrative Projects

Renaming of Camarena Field II to Buchignani Field: In October, the City Council approved renaming Camarena Field II located at Christiansen Park to Buchignani Field. Buchignani Field, historically located at the Yolo County Fairgrounds is no longer available for use by Woodland Little League. Upgrades will be made at the new Buchignani Field as well as at Hiddleson Park to accommodate approximately 400 youth that participate annually in Woodland Little League.

Construction of Softball Fields at Woodland Sports Park: In November, the City Council authorized the City Manager to execute a license agreement for the construction of softball fields and a use agreement for softball fields at the Woodland Sports Park with Woodland Recreation Foundation. Woodland Recreation Foundation will fundraise and get in-kind donations to construct two fields, a parking lot, and associated amenities. Construction is anticipated to begin in the spring of 2021 and be completed in spring 2022.

Youth Master Plan: In December, the City Council authorized the City Manager to enter into an MOU with Woodland Joint Unified School District to prepare a Youth Master Plan. The preparation of the plan is a three phased process, with only Phase 1 being included in the MOU. The goals of Phase 1 are to 1) gain commitment to the Youth Master Plan Initiative from key community stakeholders that support and interact with young people in Woodland, 2) 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, and 3) engage identified key stakeholders and their department/organization teams in a learning community that focuses on the

youth development framework for practice, youth engagement strategies, and facilitate virtual meetings. This effort is anticipated to be completed in April 2021 (Phase 1).

Proposition 68 Grant: In December, a grant application for the Statewide Park Development and Community Revitalization Program (Prop 68) was submitted. The State anticipates awarding grants in summer of 2021. If selected, the City of Woodland would use the grant to revitalize Gracie Hiddleston Park by developing the vacant bark lot which was the previous site of Gracie Hiddleston Municipal Pool. The project would include a new playground area for youth aged 5-12 with ADA compliant features, a new fitness court through the National Fitness Campaign, and a new pollinator-friendly demonstration garden. Local organizations who have pledged their support of the project include the YMCA of Superior California Yolo County, UCCE Master Gardeners of Yolo County, Bee City USA-Woodland Advisory Committee, and Woodland Joint Unified School District. In addition, the National Fitness Campaign has conditionally awarded the City of Woodland a \$30,000 grant towards the installation of the fitness court. The overall projected cost of the project is \$1,463,086, of which \$30,000 is from the NFC grant, and the remaining \$1,433,086 is being requested through the State grant.

Program Marketing

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

- Social Media: The Department utilized Facebook and Instagram to advertise the offering of several programs and to increase community morale.
- Senior Newsletter: The “Senior Gram” newsletter was mailed to over 450 households every month. It was also available on the CSD webpage for download.

Parks and Recreation Facilities

Community & Senior Center Facility Reservations

The Community & Senior Center and Sports Park has been closed since March, therefore, there have not been any facility rentals (with the exception of special permitting for youth recreation user groups). Youth recreation user groups have rented fields for activities that comply with state and county requirements (following the County’s Youth Sports protocol). No games or tournaments were permitted. Due to the pandemic, on November 19 the YMCA closed the Fitness and Wellness Center at the Community & Senior Center until further notice.

Parks and Recreation Facility Projects

Park/Recreation Facility	Projects Completed
Campbell Park	Installed three exercise stations
Christiansen Park	Installed power at Camarena II (recently renamed to Buchignani Field). Relocated the original Buchignani Field sign (the monument sign that was at the fairgrounds) to Camarena II on Beamer Street.
City Park	Poured concrete slabs for the park's signs, benches, and a 40 foot walkway connecting the tennis courts to the main walking path.
Cline Park	Inspected light pole units and upgraded lights to LED.
Community & Senior Center	Installed LED lighting in hallway and gymnasium. Prepped boxing patio for start of program (pressure washing, moving bags outside). Installed new AC units on roof. Installed uninterrupted power supplies in data rooms. Installed new Wi-Fi hubs.
Dave Douglass	Installed decomposed granite in the low spots located around the running path in the park.
Dog Park	Installed a ground level water faucet for filling dog water bowls and washing of paws.
Ferns Park	Captured and relocated a wild bee colony within the park.
Hiddleson Park	Prepped and improved field for use by Woodland Little League (including grass removal, new infield dirt, and installation of new bases).
Pioneer Park	Added decomposed granite under existing exercise equipment to soften and level the area.
Schneider Park	Added decomposed granite in the low spots located along the running path.
Sports Park & surrounding property	Removed trash, trimmed and removed the shrubbery and trees.
Treadway Park	Contractor installed an ADA ramp to allow access to playground from the sidewalk.
Other locations	Installed new benches and dog waste stations in the Springlake neighborhood. Built 5 pigeon feeding platforms and fenced surrounding platforms to aid in the sterilization and eradication of the pigeon population in the area.

Sports Park Turf Replacement Project: The contractor is continuing work on the Sports Park Turf Replacement project and Fields B & D are just about complete. Field/edge drain rock remediation for Field C has been completed. Field E & Woodland Health Care Field are yet to be removed and are scheduled to be worked on as soon as Field B & D are completed. The contractor has been delayed because of COVID-19 related staffing challenges. The project is planned for completion in February 2021.



Community Special Events

Community Special Events are generally activities/events open to the public during a one-day event. For this period, all Community Special Events have been limited to activities for the public that could only be performed virtually without social gathering.

Event	Date	Total Participants	Fees Collected
Pumpkin Raffle (Measure J)	October	24	Free Program
Pumpkin & Scarecrow contests (Measure J)	October	139	Free Program
Halloween Scavenger Hunt (Measure J)	October	41	Free Program
Gobble Trot (Measure J)	November	111	Free Program
Rec2Go Live Crafts (Measure J)	November	113	Free Program
Ornament Give Away (Measure J)	December	3,500	Free Program
Rec2Go Live Crafts (Measure J)	December	67	Free Program
Total Participants		3,995	No fees collected

Aquatics

All aquatic programs are held at the Charles Brooks Community Swim Center. During the winter, the primary aquatic programming is lap swim, water aerobics, and the use of the pool by the Woodland Swim Team.

Aquatics Program	Total Participants	Participant Hours	Fees Collected
Lap Swim & Water Aerobics	5,033	5,033	\$2,965
Woodland Swim Team	n/a	n/a	\$5,730
Total	5,033	5,033	\$8,695

Youth, Adult, and Senior Recreation

Limited youth recreation programs have continued in person and virtually for participants.

Distance Learning continued during this reporting period as public schools were closed in the City.

Boxing resumed in October under a modified format. Each day, there are three sessions with a maximum of 10 boxers in each session. Classes occur on the boxing patio outside of the Community & Senior Center. All participants participate in the class outdoors, wear masks when they are closer than 6 feet to someone, focus to stay socially distant from one another, and have their own equipment. Adult boxing also resumed operation in October, starting with one session limited to 10 boxers (outside as well).

Since 2013, Community Services has contracted with Cello International Tennis Academy (CITA) to provide tennis lessons for youth and adults. CITA named a new head coach, Mark Hansen, and he started tennis classes on Monday September 28 at City Park. Participants also adhere to Yolo County and USTA guidelines for outdoor tennis classes.

Youth Recreation Program	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
Fall Fun Club Distance Learning	88	12,378	\$30,508
Baby & Me <i>offered virtually</i> (Measure J)	81	81	Free Program
Total	169	12,459	\$30,508

Contract Classes (Adults and Youth)	Total Participants (3 Months)	Participant Hours (3 Months)	Fees Collected (3 Months)	Total Expense (3 Months)	Net Revenue (3 Months)
Boxing (Youth)	38	423	\$379	\$3,652	\$(3,273)
Boxing (Adult)	19	213	\$555	\$2,609	\$(2,054)
Cello Tennis Academy	224	700	\$11,052	\$9,947	\$1,105
Total	281	1,336	\$11,986	\$16,208	\$(4,222)

Senior Recreation Program	Total Participants	Participant Hours	Fees Collected
Bingo <i>offered virtually</i>	7	14	Free Program
Parkinson's Support Group <i>offered virtually</i>	33	66	Free Program
Prostate Support Group <i>offered virtually</i>	35	70	Free Program
Rock Steady Boxing <i>offered virtually</i>	24	324	Free Program
Total	99	474	\$0

Grants and Housing

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

Status of Community Development Block Grant (CDBG) Program Construction Activities

- Yolo Community Care Continuum, Safe Harbor Rehabilitation (FY 2018/19 funding) Construction is nearly complete, but completion of the final items has been delayed by the COVID-19 pandemic.
- City of Woodland, Library ADA Restrooms Upgrades (FY 2019/20 funding) - The cost estimate for construction of the ADA restroom upgrades exceeds the remaining funds. Additional funds will be applied for through the FY 2021/22 CDBG program.
- Sacramento Valley Historical Railways, ADA Restroom Building (FY 2019/20 funding) - The walkway was completed through donated labor. As a result, funds for the project will be re-programmed to other CDBG construction activities.
- City of Woodland, ADA Accessibility Project (FY 2019/20 funding) - Project is under design and will be constructed in 2021.
- New Hope Community Development Corporation, Cottonwood Meadows Phase 3 (FY 2019/20 funding) - The project was completed in November.
- CommuniCare Health Centers, Outdoor Wellness Space (FY 2019/20 funding) - The project was completed in September.

Rental Assistance Program

The Woodland City Council on December 15 approved a rental assistance program to support low-income residents who are at greatest risk of displacement due to non-payment of rent related to the COVID-19 pandemic and to offset corresponding lost revenue that landlords need to provide housing services. The program will provide a one-time rent relief grant directly to landlords on behalf of low-income tenants to reduce the burden on tenants and ensure landlords receive the revenue needed to maintain housing services. Yolo County Housing will administer the program which is expected to start in the January/February 2021 timeframe. CDBG funding for the program is being provided through the federal CARES Act.

Project Roomkey

The City continued to work with Yolo County, Empower Yolo, and other nonprofit service providers which involves the sheltering of vulnerable homeless in local motels during the pandemic. Davis and West Sacramento are also participating in the program that will continue through February 2021 and potentially beyond. In Woodland, two motels, a total of 53 rooms, are being used for Project Roomkey and City staff have been responsible for the placements of

individuals and coordinating other aspects of this effort with the motel staff, on-site social workers, and County staff. Besides access to on-site social workers, other services provided those sheltered through Project Roomkey include mobile medicine, meals, and laundry. Efforts have been made to connect individuals with housing and other services to lessen the number of individuals who will be unsheltered when they exit Project Roomkey.

Participant Hours Calculation

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

Drop In Programs: 1 Class meeting (in hours) x Total sign-ins

Examples include Water Aerobics & Lap Swim, Badminton, and Night Hoops

Classes/Camps/Leagues: Total unique participants x total class time (in hours)

Examples include: Swim Lessons, Mad Science

Individual Entry: Each class meeting (in hours) x Total in attendance (adding each day)

Examples include: Teens Helping Seniors, Teen Pack

Event: Total Attendants x Average Time

Examples include: REXPO, 4th of July

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: G.5
SUBJECT: COVID-19 Prevention Program (CPP)

Recommendation for Action: Staff recommends that the City Council receives the Covid-19 Prevention Policy (CPP)

Fiscal Impact

There is no fiscal impact.

Background

Staff reviewed various new legislation and rules regarding providing a safe and healthy workplace for staff as a result of the COVID-19 Pandemic. Developing a COVID-19 Prevention Program (CPP) is required by the State of California.

Discussion

The COVID19 Pandemic has resulted in additional requirements and reporting responsibilities for all employers, including the City. All California employers are required to have a site-specific COVID-19 Prevention Program (CPP) that includes safety procedures to reduce the risk of exposure to COVID-19. The CPP is designed to control exposures to COVID-19 that may occur in the City's workplace. This CPP will assist the City in continuing to review and implement safety features into the work place. It provides for safe work practices, personal protection equipment (PPE) guidelines, and administrative controls, to keep all of the City's employees safe.

Conclusion

Staff recommends that the City Council receive the Covid-19 Prevention Policy (CPP).

Prepared by: Sheila McShane, Human Resources Manager

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

Ken Hiatt
City Manager

Attachments:

1. COVID 19 CPP



COVID-19 Prevention Program (CPP) for City of Woodland December 2020

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Introduction

This COVID-19 Prevention Program (CPP) is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

It is the policy of the City of Woodland to maintain a safe and healthy work environment for each employee, and to comply with all applicable occupational health and safety regulations. This Special COVID 19 Prevention Program (CPP) is intended to establish a framework for identifying and correcting workplace hazards within the City.

Date: December 15, 2020

Authority and Responsibility

Ken Hiatt, City Manager, has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees' receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Identification and Evaluation of COVID-19 Hazards

The City will implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- Evaluate employees' potential workplace exposures to all.
- Persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix B: COVID-19 Inspections** form as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.
- Provide employees with the necessary Personal Protection Equipment.
- Provide temporarily remote work to employees based on positions.
- Based on position, may provide alternative hours of work.

Employee participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

- All employees are encouraged to maintain Social Distancing.
- Encourage employees to wear masks unless they are in a vehicle alone or in Office.
- Refrain from entering City facilities if unnecessary.
- Utilize telephone, email and mail to contact other employees or to conduct work related business.

Employee screening

Employees are required to perform a self assessment prior to coming into work. If an employee comes into a City facility, each day an employee enters a City facility, the employee is responsible to complete a self-assessment screening survey.

This can be accomplished by submitting a paper copy to the employee supervisor, via the internet: <https://forms.gle/kCu6tDYDH2zdMpsL7>, or scan the QR code below.



If the employee is sick, then they **MUST** not come into a City facility. If an employee has the ability to work remotely, with supervisor/manager permission, employee should. The employee needs to contact their personal physician/medical provider for further instructions. If an employee has COVID-19 like symptoms, the employee cannot return to work until cleared by a medical physician.

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures will be documented on the **Appendix B: COVID-19 Inspections** form, and corrected in a timely manner based on the severity of the hazards, as follows:

Employees will report unsafe conditions to Safety Committee Member or Human Resources and/or their Managers. The condition will be investigated and a solution will be identified and corrected as soon as possible.

Each Department has a member on the Safety Committee; this member will assist with correcting hazards.

The following Departments have a representative on the Safety Committee.

- City Hall/Administrative
- Community Services Department
- Public Works
- Fire Department
- Police Department
- Community Services Department
- Library

Once a hazard is identified, either by a complaint or visual, the Department will work with the City Facilities Department to correct the hazard. The Department will also follow up to ensure the hazard is still corrected.

If the hazards is related to behavior by an employee, i.e. no Social Distancing, lack of mask, that employee will be counseled to ensure compliance. If the employee still violates the proper procedure, it could lead to discipline.

Control of COVID-19 Hazards

Physical Distancing

Where possible, the City ensure at least six feet of physical distancing at all times in our workplace by:

- Remote work is encouraged for all those employee's whose job is able to accommodate
- Restrict visitors in the work place.
- Do not share work stations or telephones.
- Adhere to the maximum occupancy of each room.
- Clean with sanitizer after each use.
- Abide by the signs that are posted throughout the facilities (i.e. hand washing, sanitizer stations, maximum occupancy, etc.)
- Do not take breaks with other employees.
- When possible, Departments may stagger arrival times, departure, time work, and break times.
- Adjust work processes or procedures.
- Encourage and maintain Social Distancing at all times.
- Employees are encourage to report violations, and will not be retaliated against.
- Follow signs and markings on floor when necessary.

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved. Plexiglas has been installed at all counters. All public counters within the City have some type of barrier. If additional Plexiglas is needed, request additional supplies from EOC.

Face Coverings

The City will provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than six feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department. The employee needs to clean the mask as needed. If an employee needs a face covering, the City will provide a face covering.

The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, outside air is supplied to the area, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.
- Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least six feet apart.

Any employee not wearing a face covering, face shield with a drape or other effective alternative(s), or respiratory protection, for any reason, shall be at least six feet apart from all other persons unless the unmasked employee is tested at least twice the weekly for COVID-19.

Engineering controls

The City implemented the following measures for situations where the City cannot maintain at least six feet between individuals: Installation of Plexiglas, and mask requirements,

The City maximizes, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- The City has installed the recommended HAVC filters by the CDC.
- The HVAC will be checked regularly.
- Where possible to increase filtration efficiency to the highest level compatible with the existing ventilation system.

Cleaning and disinfecting

The City implemented the following cleaning and disinfection measures for frequently touched surfaces:

- Daily cleaning.
- Midday cleaning in public spaces.
- Ensuring adequate supplies and adequate time for it to be done properly.
- Employees are encouraged to clean work areas frequently. This includes multi touch points, front counters, light switches, door knobs, etc.
- Employees are responsible for sanitizing a city vehicle after each use.

Should the City have a COVID-19 case in our workplace, the City will implement the following procedures: The work station of the infected employee will be vacant for at least 12 hours. After 12 hours, the workstation is cleaned. If the infected person was in a City vehicle, that vehicle is sanitized. The vehicle is out of service until 12 hours has passed since the infected employee was in the vehicle.

Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and masks, etc.

Employees are encouraged not to share tools, equipment, food or personal property. In addition, items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by the user. Sanitizer and wipes are readily available and accessible to all employees.

Sharing of vehicles will be minimized to the extent feasible, and high-touch points (for example, the steering wheel, door handles, seatbelt buckles, armrests, shifter, etc.) will be disinfected between users.

Hand sanitizing

In order to implement effective hand sanitizing procedures, within the City:

- Employees must wash hands frequently. Sinks are located in the bathrooms and the kitchen/break rooms. Make sure you use soap.
- There are some sinks located at other areas, i.e. in Fleet and facilities, employees are encouraged to use the sink to wash hands.
- Employees should wash their hands for at least 20 seconds each time.
- Providing employees with an effective hand sanitizer. Hand sanitizers are located throughout the various City facilities and prohibit hand sanitizers that contain methanol (i.e. methyl alcohol).

Personal protective equipment (PPE) used to control employees' exposure to COVID-19

The City will evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, the City will evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained.

The City provides and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

Investigating and Responding to COVID-19 Cases

This will be accomplished by using the **Appendix C: Investigating COVID-19 Cases** form.

Employees who had potential COVID-19 exposure in our workplace will be:

- Department Representatives will work with each employee on specific COVID exposures.
- The City will facilitate COVID-19 testing at no cost during their working hours for employees who have been exposed.
- The information on benefits described in Training and Instruction, and Exclusion of COVID-19 Cases, below, will be provided to them.

System for Communicating

Our goal is to ensure that the City have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- Employees should report COVID like symptoms to their supervisor. Each report is evaluated by the Department and Human Resources. The employee is asked what other employees they were in close contact within 48 hours of symptoms and as well as the various facilities that the employee visited within the past 14 days.
- Employees can report symptoms and hazards without fear of reprisal.
- The City will investigate all reported cases.
- If an employee is in a high-risk category, the City will seek a reasonable accommodation. The procedure for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness is similar to the City's ADA policy.
- If testing is not required, inform employees on how they can access COVID-19 testing. The City will work with the County and other providers and give employee(s) the information.

- In the event the City is required to provide testing because of a workplace exposure or outbreak, the City will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.
- Information about COVID-19 hazards which employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.
- If an employee tests positive, all employees who have been in the same facilities and the applicable Bargaining Unit Representative will be informed via email.

Training and Instruction

The City will provide effective training and instruction. All personnel have the responsibility for complying with safe and healthy work practices, including applicable regulations, policies, and safety procedures. Overall performance in maintenance of a safe and healthy work environment will be recognized by the supervisor and may be noted in performance evaluations. Employees will not be discriminated against for work-related injuries, and injuries will not be included in performance evaluations. This includes:

- COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19 related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- Establishment of remote work.
- Creation of Zoom accounts (contact IT).
- Information Technology support to all employees who need it.

All training will be documented in **Appendix D: COVID-19 Training Roster**.

Exclusion of COVID-19 Cases

Where the City has a COVID-19 case in our workplace, the City will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known COVID-19 exposure to a COVID-19 case.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and

benefits whenever it has been demonstrated that the COVID-19 exposure is work related. Employees completing Workers Compensation papers will accomplish this.

- Providing employees, at the time of exclusion, with information on available benefits.

Reporting, Recordkeeping, and Access

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

Return-to-Work Criteria:

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
 - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
 - COVID-19 symptoms have improved.
 - At least 10 days have passed since COVID-19 symptoms first appeared.
 - COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
 - A negative COVID-19 test will not be required for an employee to return to work.
 - If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time of the order to isolate was effective, or 14 days from the time of the order to quarantine was effective.
-

Ken Hiatt, City Manager, City of Woodland

Date

Appendix A: Identification of COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be available to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. The City will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Name of Person conducting the evaluation: _____

Date: _____

Name(s) of employee and authorized employee representative that participated: _____

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation

Appendix B: COVID-19 Inspections

This form is only intended to get you started and may change based on information available at www.dir.ca.gov/dosh/coronavirus/ or the Yolo County website.

Name of person conducting the inspection: _____

Date: _____

Work location evaluated: _____

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
Administrative			
Physical distancing			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			

Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

Name of person conducting the investigation: _____ **Date:** _____

Employee (or non-employee*) name:		Occupation (if non-employee, why they the City were in the workplace):	
Location of employee workplace (for non-employee was present in the workplace):		Date investigation was initiated:	
Was COVID-19 test offered?		Name of staff involved in the investigation:	
Date and time the COVID-19 case was last present in the workplace:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	
Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):			

Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:			
All employees who may have had COVID-19 exposure and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

*Should an employer be made aware of a non-employee infection source COVID-19 status.

Appendix D: COVID-19 Training Roster

Name of person that conducted the training: _____

Date: _____

Employee Name	Signature



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: G.6
SUBJECT: FMLA Leave Expansion and Emergency Paid Sick Leave Policy

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, Modifying and Extending the FMLA Leave Expansion and Emergency Paid Sick Leave Policy.

Staff Contact:

Kim McKinney, Finance Officer, (530) 661-5849, kimberly.mckinney@cityofwoodland.org

Fiscal Impact:

Extension of the FMLA Leave Expansion and Emergency Paid Sick Leave Policy has no direct fiscal impact.

Background:

On March 18, 2020, the federal government approved the Families First Coronavirus Response Act (FFCRA) to assist employees affected by the COVID-19 outbreak with job-protected leave and emergency paid sick leave. The FFCRA contains both the Emergency Family and Medical Leave Expansion Act (EFMLA) and the Emergency Paid Sick Leave Act (EPSL). The new leave laws became effective April 1, 2020 and expired on December 31, 2020. The federal government did not extend the requirement for employers to offer this leave beyond the original expiration date. However, the City is voluntarily continuing the program, with modifications, through March 31, 2021. The policy originally implemented, and adopted with Resolution No. 7437 on April 14, 2020 requires a revision to accommodate these changes.

Discussion:

The FMLA Leave Expansion and Emergency Paid Sick Leave Policy provides for two new employee leave types that are not typically provided: the EPSL and EFMLA.

Under the revised Policy, the City will continue to provide up to 80 hours of paid sick leave for any full-time employee who is unable to work or telework due to their own COVID-19 illness or quarantine. This City will also extend the job protections provided by the Family and Medical Leave Act (FMLA) for employees who need extended leave to care for a child because the school or place of care has been closed, or regular childcare provider is unavailable due to the public health emergency. Both EPSL and EFMLA are extended through March 31, 2021. Specific definitions, duration of leaves, relationship to other leaves, and process for requesting leave are provided in the attached policy document.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, Modifying and Extending the FMLA Leave Expansion and Emergency Paid Sick Leave Policy.

Prepared by: Kim McKinney, Finance Officer



Ken Hiatt
City Manager

Attachments:

1. Resolution Extending FMLA Leave Expansion and Emergency Paid Sick Leave Policy
2. Policy extending EPSL and EFMLA

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
WOODLAND MODIFYING AND EXTENDING THE FMLA
EXPANSION AND EMERGENCY PAID SICK LEAVE POLICY**

WHEREAS, the City has been and is taking all appropriate actions to protect public health and limit the spread of COVID-19, which has been determined by the World Health Organization to be a pandemic; and

WHEREAS, the Governor of the State of California declared a state of emergency on March 4, 2020, the Yolo County Board of Supervisors ratified a local and public health emergency on March 10, 2020, and the President of the United States declared a national emergency on March 13, 2020; and

WHEREAS, the City Council on March 17, 2020 declared a state of local emergency; and

WHEREAS, in compliance with the Yolo County Health Officer's shelter in place order of March 18, 2020, the City of Woodland began taking steps to reduce its operations and to only have essential City personnel remain at work and in the field; and

WHEREAS, the federal government approved the Families First Coronavirus Response Act ("FFCRA") on March 18, 2020, which requires the City to provide both Emergency Paid Sick Leave and expanded Family and Medical Leave to eligible employees from April 1, 2020 through December 31, 2020; and

WHEREAS, the FFCRA contains both the Emergency Family and Medical Leave Expansion Act (EFMLA), which expands and provides an additional reason for leave under the FMLA, and the Emergency Paid Sick Leave Act (EPSL), which creates a new paid leave entitlement; and

WHEREAS, the FFCRA provides leave for eligible City employees who are ill with COVID-19, have symptoms and are waiting for a COVID-19 diagnosis, are quarantined due to a health care provider's advisement due to concerns related to COVID-19, are caring for someone with COVID-19, cannot work due to needing to take care of children as a result of not having child care or a school closure due to COVID-19; and

WHEREAS, the City Council approved Resolution No. 7437, ratifying the FMLA Expansion and Emergency Paid Sick Leave Policy on April 14, 2020; and

WHEREAS, the federal requirement to provide the EFMLA and EPSL leave entitlements expired on December 31, 2020; and

WHEREAS, the City is committed to working with its entire workforce, including emergency responders and Disaster Service Workers, through creative scheduling and assignments to assist its employees in addressing the needs of their families; and

WHEREAS, the City is electing to voluntarily extend the EFMLA and EPSL leaves, with modifications, through March 31, 2021.

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

Section 1. The City Council hereby approves the revision to the FMLA Leave Expansion and Emergency Paid Sick Leave Policy that was issued on April 8, 2020.

Section 2. As specified in the Policy, the policy went into effect on April 8, 2020, and shall remain in effect until March 31, 2021

Section 3. The Policy may be updated based on additional guidance from the Department of Labor.

Section 4. EPSL provided through FFCRA will not be provided beyond March 31, 2021, shall not be carried forward to the next year, shall have no cash value, shall not be credited towards service credit within the Public Employees Retirement System, and may not be donated or used for any other purpose other than those stated in the Policy.

Section 5. The City Manager is hereby directed to implement the Policy.

Section 6. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 19th day of January, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

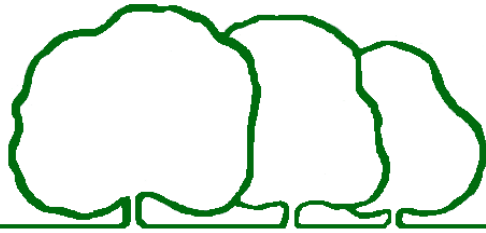
ATTEST:

Ana B. Gonzalez, City Clerk

Tom Stallard, Mayor

APPROVED AS TO FORM:

Ethan Walsh, City Attorney



City of Woodland

ADMINISTRATIVE POLICY

Policy No.: 15-107
Date Issued: April 8, 2020
Date Revised: January 1, 2021
Version No.: 2

Approved by: _____
Ken Hiatt, City Manager

FMLA LEAVE EXPANSION AND EMERGENCY PAID SICK LEAVE POLICY **(CORONAVIRUS) REVISED 01/01/2021**

Purpose

The purpose of this temporary policy is to assist employees affected by the COVID-19 outbreak with job-protected leave and emergency paid sick leave. This policy will be in effect from January 1, 2021 until March 31, 2021. The original Families First Coronavirus Response Act (FFCRA) contained both the Emergency Family and Medical Leave Expansion Act, expanding and providing an additional reason for leave under the FMLA, and the Emergency Paid Sick Leave Act, creating a new paid leave entitlement. The leaves created under the FFCRA expired on December 31, 2020 and were not extended by Congress. The City is committed to working with its entire workforce through creative scheduling and assignments to assist its employees in addressing the needs of their families, and therefore is voluntarily electing to extend the leaves provided, with modifications, until March 31, 2020. The City's existing Family Care and Medical Leave policy, and all other leave policies, remain in effect for all other reasons for leave not specifically covered in this policy. This policy may be updated based on additional guidance from the Department of Labor ("DOL") or other regulatory agencies.

Family and Medical Leave Expansion

Employee Eligibility

All full time employees who have been employed with the City of Woodland (the "City") for at least 30 calendar days.

Qualifying Reason for Leave

Eligible employees who are unable to work (or telework) due to a need to care for a child because the school or place of care has been closed, or the regular childcare provider is unavailable due to a public health emergency with respect to COVID-19, and there is no suitable person available to care for the child.

“Child” means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing *in loco parentis*, or a child who is incapable of self-care because of a mental or physical disability.

“Childcare provider” means a provider who receives compensation for providing childcare services on a regular basis, including:

- a center-based childcare provider
- a group home childcare provider
- a family childcare provider (one individual who provides childcare services for fewer than 24 hours per day, as the sole caregiver, and in a private residence)
- other licensed provider of childcare services for compensation
- the eligible child care provider need not be compensated or licensed if he or she is a family member or friend, such as a neighbor, who regularly cares for the employee’s child

“School” means an elementary or secondary school.

Duration of Leave

Employees may receive up to 12 weeks of leave, for qualifying reasons stated above, to use from April 1, 2020 through March 31, 2021. Leave can be used on a continuous or intermittent basis, on a schedule approved by the City.

This policy allows for additional reason(s) to qualify for job protection under FMLA, but does not provide for additional or extended total leave time. . As provided in the current FMLA Policy, employees are entitled to a total of 12 weeks in a 12-month period for all qualifying reasons. For example, if an employee has already used six weeks of FMLA leave during the 12 months beginning July 1, 2020, that employee is eligible for the remaining six weeks of FMLA leave for a qualifying reason, including to care for a child under this policy.

Pay During Expanded FMLA Leave

Effective January 1, 2021 through March 31, 2021, employees using the expanded FMLA Leave are not paid by the City; however, employees may use any accrued paid time off to cover their absence. Leave should be used in the following order: (1) vacation, (2) compensatory time off, (3) administrative leave, (4) furlough leave. Once the employee has exhausted their other accrued leaves, the employee may use sick leave. The employee may also elect to use leave without pay.

Employee Status and Benefits during Leave

While an employee is on leave, the City will continue the employee's health benefits during the leave period at the same level and under the same conditions as if the employee had continued to work. While on paid leave, the City will continue to make payroll deductions to collect the employee's share of the premium (if any). During any unpaid portions of leave, the employee must continue to make this payment per instructions from the HR department. These provisions are the same as for all other FMLA leave, as described in the current FMLA Policy.

Procedure for Requesting Leave

All employees requesting EFMLA leave must provide written notice, where possible, of the need for leave to HR as soon as practicable. A form will be provided to all employees for documenting the leave request. Oral notice will otherwise be accepted but only until written notice can be provided within a reasonably practicable time.

The notice the employee provides should include: a brief statement as to the reason for leave; the expected duration of leave; whether leave is needed on a full-time or intermittent basis; the name of the child being cared for; the name of the school, place of care, or childcare provider that has closed or become unavailable; and a representation that no other suitable person is available to care for the child(ren) during the period of leave requested.

On a basis that does not discriminate against employees on FMLA leave, the City may require an employee on EFMLA leave to report periodically on the employee's status and intent to return to work.

Employee Status after Leave

Generally, an employee who takes EFMLA leave will be able to return to the same position or a position with equivalent status, pay, benefits, and other employment terms.

Please contact the HR department with any questions.

Emergency Paid Sick Leave

Emergency Paid Sick Leave (“EPSL”), as described below will be available for use beginning April 1, 2020 through March 31, 2021.

Eligibility

All full-time employees unable to work (or telework) due to one of the following reasons:

1. The employee is subject to a federal, state or local quarantine or isolation order related to COVID–19.
2. The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID–19.
3. The employee is experiencing symptoms of COVID–19 and seeking a medical diagnosis.

Amount of Paid Sick Leave

All eligible full-time employees will have up to 80 hours of paid sick leave Emergency Paid Sick Leave (EPSL) available to use for the qualifying reasons listed above.

Effective January 1, 2021, EPSL is not available to cover employee absence to care for other individuals for COVID related symptoms or illnesses. For these situations, employees may use their accrued leave in the following order: (1) vacation, (2) compensatory time off, (3) administrative leave, (4) furlough leave. Once the employee has exhausted their accrued leaves, the employee may use sick leave. The employee may also elect to be use leave without pay. If the employee has not used 48 hours of family sick leave, the employee has the option to use the 48 hours of family sick first, then other accrued leaves.

Rate of Pay

Paid emergency sick leave will be paid at the employee's regular rate of pay, for leave taken for reasons 1-3 above.

Interaction with Other Paid Leave

Employees may use emergency paid sick leave under this policy prior to use of any other accrued paid time off if they meet the eligibility criteria listed above. Employees are required to provide a medical release to return to work. Employees are eligible for a maximum of 80 hours of EPSL between April 2, 2020 and March 31, 2021.

Procedure for Requesting Emergency Paid Sick Leave

Employees must notify their department manager or human resources of the need and specific reason for leave under this policy. A standard form will be provided to all employees for certifying the leave request. Oral notification will be accepted until it is practicable to provide written notice.

Once emergency paid sick leave has begun, the employee and his or her manager must determine reasonable procedures for the employee to report periodically on the employee's status and intent to continue to receive paid sick time.

Employees will be requested to provide medical certification or a medical note supporting the need for leave under appropriate circumstances, but will not be required when not practicable to obtain.

Carryover

Paid emergency sick leave under this policy will not be provided beyond March 31, 2021. Any unused emergency paid sick leave will not carry over or be paid out to employees.

Job Protections

No employee, who appropriately utilizes emergency paid sick leave under this policy, will be discharged, disciplined, or discriminated against for use of leave under the policy or any request to use leave under this policy.

Please contact the HR department with any questions.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: G.7
SUBJECT: Amendment #2 to the Security Professional Service Agreement with Allied Universal Security Services for the Woodland Public Library

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the second amendment to the Security Professional Service Agreement with Allied Universal Security Services for the Woodland Public Library. The total contract amount shall be \$105,665.

Staff Contact

Greta Galindo, Library Services Director, 530-661-5984, greta.galindo@cityofwoodland.org

Fiscal Impact

The initial term of the Security Professional Services Agreement with Allied Universal began in November of FY17/18. The second amendment covers the November 2020 through October 2021 billing period. The approved Library budget will accommodate this funding and no additional appropriations are needed.

Background

The Library entered into a Professional Services Agreement for Security at the Woodland Public Library with Allied Universal Security Services on November 1, 2017. The agreement is for a period of three (3) years which would automatically continue thereafter on a month to month basis until terminated by either party.

Discussion

Allied Security Services provides a necessary service to the community to ensure the safety of City assets and community members who are using the Library facility and services. The services have been reviewed and vetted by City staff at the Library and found to be of high quality, and the company to be both responsive and responsible.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the second amendment to the Security Professional Service Agreement with Allied Universal Security Services for the Woodland Public Library. The total contract amount shall be \$105,665.

Prepared by: Greta Galindo, Library Services Director

Reviewed by: Evis Morales, Financial Services Manager


Ken Hiatt
City Manager

Attachments:

1. Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE A SECOND AMENDMENT TO
THE SECURITY PROFESSIONAL SERVICE AGREEMENT WITH ALLIED
UNIVERSAL SECURITY SERVICES.**

WHEREAS, the City of Woodland requires security services at the Woodland Public Library and;

WHEREAS, Allied Universal Security Services provides security services as required by Woodland Public Library.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND authorizes the City Manager to execute the First Amendment prepared by the City Attorney to the contract with Allied Universal Security Services, increasing the amount of the contract by \$52,427 for a total contract amount of \$105,665.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 19th day of January, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: G.8
SUBJECT: Appropriation of Funds to the Fiscal Year 2020/21 Clean Air Funds Grant Budget

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing a budget appropriation of \$12,000 to Fund 365 for the Clean Air Funds Grant for fiscal year 2020/21, and authorize appropriation of the same \$12,000 to Fund 012.

Staff Contact

Ken Loman, Environmental Sustainability Manager, 530.661.5820 ken.loman@cityofwoodland.org

Fiscal Impact

This action will result in a Clean Air Funds Grant appropriation of \$12,000 to Fund 365, which will then be transferred to Fund 012 for depreciation purposes. The appropriation will be offset by grant funds awarded to the City of Woodland by the Yolo-Solano Air Quality Management District (YSAQMD).

City Council Priority Goals

By reducing greenhouse gas emissions and reducing non-renewable energy demand, the project is consistent with City Council Priority Goals related to Sustainability and Quality of Life and the City's Climate Action Plan. By reducing energy costs, the project is also consistent with City Council Priority Goals related to Fiscal Responsibility.

Background

In April 2020, staff submitted an application to the YSAQMD for the 2020 Clean Air Funds Program cycle. In December 2020, the YSAQMD awarded the City of Woodland a Clean Air Funds Grant in the amount of \$12,000 for the Electric Mower Replacement Project, described below.

Discussion

The Electric Mower Replacement Project will enable the City to replace a 2005 Exmark Lazer Z diesel-powered zero turn mower with a fuel economy of one gallon per hour with a 2020 Mean Green Mowers CXR-60 solar assisted electric zero turn mower. The solar assisted mower features a canopy with flexible solar panels positioned directly above the mower operator, which provides shade for the operator while demonstrating to the public that the City is utilizing a sustainable mowing option. Energy collected from the solar panel canopy is immediately converted to power to assist the mowing operation while conserving battery power.

Over the course of its operating lifetime, the Mean Green Mowers solar assisted electric zero turn mower can reduce GHG emissions by the equivalent of at least approximately 21 Metric Tons of CO₂ compared to the current mower. This is roughly the equivalent of removing about 52,000 vehicle miles traveled by an average passenger vehicle. Additionally, as this project will serve as a pilot to help the City to evaluate the feasibility of future electric mower and landscaping equipment replacements, it may result in further GHG emissions reductions over time.

The solar assisted electric mower will be charged at the Woodland Community and Senior Center, for which 80% to 90% of the facility's energy demand is powered by the 0.5 megawatt solar array on site. Therefore, the solar assisted electric mower will be powered almost entirely by renewable solar energy, contributing to the City's Climate Action Plan efforts to reduce mobile source greenhouse gas emissions. In presenting their recommendation to fully-fund the City's request, District staff praised the City's leadership by example and willingness to go beyond the usual by exploring innovative ways to reduce GHG emissions and demonstrate what is possible to the community at large.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, authorizing a budget appropriation of \$12,000 to Fund 365 for the Clean Air Funds Grant for fiscal year 2020/21, and authorize appropriation of the same \$12,000 to Fund 012.

Prepared by: Ken Loman, Environmental Sustainability Manager

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
AUTHORIZING APPROPRIATION OF FUNDS TO THE FISCAL YEAR 2020/21
CLEAN AIR FUNDS GRANT BUDGET**

WHEREAS, in December 2020, the Yolo-Solano Air Quality Management District (YSAQMD) awarded the City of Woodland a Clean Air Funds Grant in the amount of \$12,000 for the Electric Mower Replacement Project; and

WHEREAS, staff wishes to appropriate \$12,000 for the Fiscal Year 2020/21 Clean Air Funds Grant budget; and

WHEREAS, the funding will be offset by grant funds awarded to the City of Woodland by the YSAQMD.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND that (a) \$12,000 shall be appropriated to Fund 365 in Fiscal Year 2020/21 for the Clean Air Funds Grant and (b) the same \$12,000 shall be appropriated to Fund 012 for depreciation.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 19th day of January, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: G.9
SUBJECT: Prop 68 General Per Capita Grant Application Authorization, CEQA Exemption, Contract Authorization, and Budget Appropriation.

Recommendation for Action: Staff recommends that the City Council:

1. Adopt Resolution No. _____, authorizing the filing of project applications for Per Capita program grant projects as a part of the General Per Capita Program through the State of California Department of Parks and Recreation,
2. Adopt Resolution No. _____, approving a notice of exemption of filing for the two applications for the General Per Capita Program, and
3. Adopt Resolution No. _____, authorizing the City Manager to execute a contract with PlayPower, Inc. in the amount not to exceed \$200,000 through a cooperative purchasing agreement, and
4. Adopt Resolution No. _____, authorizing a budget appropriation of \$177,952 for the General Per Capita Grant to the State Grant Fund (325) for fiscal year 2021/2022.

Staff Contact

Jenna Moncrief, Management Analyst, (530) 661-2023, jenna.moncrief@cityofwoodland.org

Fiscal Impact

Funding for the proposed projects would come from the General Per Capita Grant through the State of California Department of Parks and Recreation. In addition, one of the two projects will require a 20% match, equaling approximately \$16,000, which will be funded through Measure E funds previously allocated by the City Council for Parks and Recreation facility improvements.

Background

The Parks and Water Bond Act of 2018 (Proposition 68) provides funding for the State of California Department of Parks and Recreation's General Per Capita Program, among other programs. The General Per Capita Program funds are available for local park rehabilitation, creation, and improvement of grants to local governments on a per capita basis. Grant recipients are encouraged to utilize awards to rehabilitate existing infrastructure and to address deficiencies in neighborhoods lacking access to the outdoors.

In May of 2019, Staff applied for the Per Capita Grant Program, and in July of 2020, Staff was notified that the City of Woodland was awarded \$177,952. For this grant, there is a 20% match for projects that do not serve a severely disadvantaged community. Projects are considered to be serving a severely disadvantaged community if there is such a community within one-half mile of the project site. Of the two projects staff is proposing, one of the sites will require a match of \$16,000, which will be funded through Measure E funding, already allocated to the department.

Discussion

Projects were selected based on health and safety and/or ADA concerns. The play structures that were selected are included on the list as staff is unable to order some replacement parts because of the age of the structure. In addition, projects were selected based on their eligibility to meet the specifications required by the State.

Staff plans to utilize the \$177,952 in grant funds to replace playground structures in Traynham Park and

Everman Park.

The current structure in Traynham Park is over 20 years old and exhibits several potential health and safety risks, as well as not being up to current ADA and American Society for Testing Materials (ASTM) standards. In order to replace the structure with a structure of similar size and attraction, staff estimates that the total cost of the project will be approximately \$80,000. Of the \$80,000, \$16,000 (20%) will be a match using funds already allocated to the department.

In Everman Park, the toddler play structure was replaced in 2017. However, the youth play structure has shown signs of deterioration. The youth play structure at Everman Park also poses health and safety risks to patrons, and is not up to current ADA and ASTM standards. In order to replace the structure with a structure of similar size and attraction, Staff estimates that the total cost of the project will be approximately \$110,000. Everman Park is considered to be serving a severely disadvantaged community, so there is no requirement of match funding.

The proposed playground replacement projects are categorically exempt from the California Environmental Quality Act ("CEQA") because the park improvements detailed in the grant application involve minor alterations to land as described in the State CEQA Guidelines Section 15061 (b). A Notice of Exemption will be filed for each within five (5) days of approval of the resolution pursuant to CEQA, the State CEQA Guidelines and the Agency's Local CEQA Guidelines.

The use of one vendor to replace both play structures at once will reduce costs and streamline the public outreach and installation processes. Staff proposes to utilize a cooperative purchasing agreement with Sourcewell (formerly National Joint Powers Alliance) (Contract #030117-LTS) and work with one vendor (Playpower, Inc.) to install both play structures at the same time for a contract total not-to-exceed \$200,000. Using play structures manufactured by one vendor also allows Staff to keep a stock of parts on hand to make immediate repairs rather than taking a playground out of service due to parts having to be ordered. The previous six play structures that were replaced at City Park, Crawford Park, Harris Park, Tredway Park, Beamer Park, and Pioneer Park were purchased from PlayPower, Inc. The Department has determined that the cooperative purchasing agreement satisfies the requirement of the City's Purchasing Ordinance (Municipal Code section 3.32.140c). Cooperative purchasing is "Procurement conducted by, or on behalf of, one or more Public Procurement Units" as defined by the American Bar Association Model Procurement Code for State and Local Governments. In 2017, Sourcewell issued a request for proposals for recreation and playground equipment, accessories, and supplies to over ninety vendors. Proposals were rated/scored for conformance to terms/conditions to include documentation; pricing (400 of the 1000 points); financial, industry, and marketplace successes; bidders ability to sell/service contracts nationally; bidders marketing plan; value added attributes; warranty coverages and information; and selection and variety of products and services. Thirteen vendors were selected to enter into contracts to provide products and services contained in their proposals and to meet the terms and conditions set forth in the RFP. The selected vendors provide a variety of products such as equipment for sports parks, ice-arenas, and play structures. PlayPower, Inc. was ranked number one out of the selected vendors and received the most points for pricing. The evaluation committee summarized that "PlayPower's pricing is clear, easy to use and offers significant discounts from the list price." PlayPower, Inc.'s contract with Sourcewell is valid from April 14, 2017 through April 24, 2021, and can be extended for a year. After council action on this item, staff will work with the City Attorney on a contract to be executed by the City Manager.

It is anticipated that public outreach for both of the play structure replacement projects will occur in Spring 2021. A press release and direct mailing to households adjacent to each park would be done to notify residents

of a virtual public meeting. During each public meeting, residents would be presented with several play structure design options so that they can “vote” for their favorite design. Results of the voting would be used when considering which play structure would be installed. Staff is aiming to install both play structures later this year. However, it should be noted that schedules could shift depending on the timing of receiving the funding from the State as well as play structure availability.

Commission Recommendation

On November 23, 2020, The Parks and Recreation Commission received a report on Future Parks and Recreation facility improvement projects, which included Staff’s recommendation of the use of Per Capita Grant funds for the replacement of two play structures. The Commission recommended that the City Council approve the filing of the project applications for the General Per Capita Grant program.

Conclusion

Staff recommends that the City Council:

1. Adopt Resolution No. _____, authorizing the filing of project applications for Per Capita program grant projects as a part of the General Per Capita Program through the State of California Department of Parks and Recreation,
2. Adopt Resolution No. _____, approving a notice of exemption of filing for the two applications for the General Per Capita Program, and
3. Adopt Resolution No. _____, authorizing the City Manager to execute a contract with PlayPower, Inc. in the amount not to exceed \$200,000 through a cooperative purchasing agreement, and
4. Adopt Resolution No. _____, authorizing a budget appropriation of \$177,952 for the General Per Capita Grant to the State Grant Fund (325) for fiscal year 2021/2022.



Ken Hiatt
City Manager

Attachments:

1. Resolution Per Capita
2. Resolution Per Capita grant CEQA
3. Resolution Per Capita grant Contract authorization
4. Resolution Budget Appropriation

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS**

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract(s) with the State of California to complete project(s);

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

1. Approves the filing of project application(s) for Per Capita program grant project(s); and
2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that all projects proposed will be consistent with the park and recreation element of the City's general or recreation plan (PRC §80063(a)), and
5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the City will consider a range of actions that include, but are not limited to, the following:
 - (A) Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.
 - (B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
 - (C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.
 - (D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.

(E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

(F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

(G) Identifying possible staff liaisons to diverse populations.

8. Agrees that to the extent practicable, the project(s) will provide workforce education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).
9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).
10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and
11. Delegates the authority to the City Manager, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and
12. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 19th day of January, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A NOTICE OF EXEMPTION FOR FILING OF AN APPLICATION FOR THE GENERAL PER CAPITA GRANT PROGRAM FOR THE TRAYNHAM PARK AND EVERMAN PARK PLAY STRUCTURE REPLACEMENT PROJECTS

WHEREAS, the City of Woodland ("City") has identified the need to replace play structures at Traynham Park and Everman Park; and

WHEREAS, the City will file applications for the Prop 68 General Per Capita Grant Program for the Traynham Park and Everman Park Play Structure Replacement Projects; and

WHEREAS, approval of the proposed Traynham Park and Everman Park Play Structure Replacement Projects are categorically exempt from the California Environmental Quality Act ("CEQA") because the park improvements detailed in the grant applications involve minor alterations to land as described in State CEQA Guidelines Section 15061(b); and

WHEREAS, pursuant to the foregoing, the City Council has determined that a Notice of Exemption for submittal of the Proposition 68 General Per Capita Grant application and the Traynham Park and Everman Park Play Structure Replacement Projects should be filed pursuant to CEQA, the State CEQA Guidelines and the Agency's Local CEQA Guidelines.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY RESOLVE AND FIND AS FOLLOWS: The City Council hereby directs City staff to file a Notice of Exemption for each project site within five (5) days following the approval of this Resolution.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 19th day of January, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH
PLAYPOWER, INC. IN THE AMOUNT NOT TO EXCEED \$200,000 THROUGH
A COOPERATIVE PURCHASING AGREEMENT WITH SOURCEWELL
CONTRACT #030117-LTS**

WHEREAS, the City of Woodland (“City”) has identified the need to replace play structures at Traynham Park and Everman Park; and

WHEREAS, The City’s purchasing ordinance (Municipal Code section 3.32.140c) provides that the City Manager may approve of the waiver of competitive bidding when a determination is made that competitive bidding has already been completed by another public agency; and

WHEREAS, staff has determined that the cooperative purchasing agreement satisfies the requirements of the City’s Purchasing Ordinance (Municipal Code section 3.32.140c) in that a competitive bid procedure has been conducted by another public agency and the price to the City is equal to or better than the price to that public agency; and

WHEREAS, PlayPower, Inc. has a cooperative purchasing agreement through Sourcewell, formerly National Joint Powers Alliance (Contract # 030117-LTS).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY RESOLVE AND FIND AS FOLLOWS: The City Council hereby affirms the City Manager’s determination that the City’s public bidding requirement has been satisfied by another government agency’s competitive bid procedure and the City’s price is equal to the price negotiated by that government agency for purchasing play structures. Additionally, the City Council hereby authorizes the City Manager to execute a contract with PlayPower Inc. in an amount not-to-exceed \$200,000 through a cooperative purchasing agreement with Sourcewell contract #030117-LTS.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 19th day of January, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A NOTICE OF EXEMPTION FOR FILING OF AN AUTHORIZING APPROPRIATION OF FUNDS TO THE FISCAL YEAR 2021/2022 PROP 68 GENERAL PER CAPITA GRANT BUDGET

WHEREAS, the City of Woodland (“City”) was awarded the Prop 68 General Per Capita Grant by the State of California Department of Parks and Recreation in July of 2020; and

WHEREAS, the City will file applications for the Prop 68 General Per Capita Grant Program for the Traynham Park and Everman Park Play Structure Replacement Projects; and

WHEREAS, Staff wishes to appropriate \$177,952 for the Fiscal Year 2021/2022 General Per Capita Grant Program budget; and

WHEREAS, the funding will be offset by reimbursements from the State of California Department of Parks and Recreation.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY RESOLVE AND FIND AS FOLLOWS: The City Council hereby authorizes the appropriation of \$177,952 for the General per Capita Grant to the State Grant Fund (325) for fiscal year 2021/2022.

PASSED AND ADOPTED by the City Council this 19th day of January, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: G.10
SUBJECT: Waste Management Service Issues Update and Annual Rate Adjustment

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, to 1) receive the Waste Management 2021 rate adjustment information, 2) accept it as complete and adequate, 3) deem the proposed 2021 rate adjustments approved, and 4) direct City Manager to take such steps as necessary to memorialize Waste Management's commitment to grant a bill adjustment to residential customers for the service interruptions experienced in late 2020.

Staff Contact:

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

Fiscal Impact:

Waste Management provides a 15% franchise fee to the City. If the customer base remains similar to the current customer base, the 2021 rate adjustment would result in an increase of approximately \$15,000-\$20,000 in franchise fees in calendar year 2021.

Background:

Waste Management provides collection and disposal of trash, recyclables, and organic waste, and street sweeping services for the City of Woodland pursuant to the terms of the amended franchise agreement between the City and Waste Management dated July 1, 2011. With regard to rate adjustments, the agreement allows Waste Management to (1) increase its service rates in accordance with changes in the U.S. City Average Consumer Price Index (CPI) for All Urban Consumers in the most recent 12-month period for which data are available, up to a maximum of 5%, and (2) incorporate any increase in landfill disposal fees above the previous year's disposal fees. The base rates may be adjusted each year by these amounts.

Yolo County operates the landfill and adjusts the landfill disposal fees each July 1. Because landfill fees go into effect six months before the Waste Management rates are adjusted, the agreement allows Waste Management to recover the increased disposal fees paid by the company during the preceding July-December period through an additional adjustment to the customer rates. These adjustments are not factored into the base rate that is used to calculate subsequent years' rate adjustments.

According to the franchise agreement, provided that adequate supporting information has been submitted by the company, any requested CPI adjustment shall be deemed approved and shall take effect on the following January 1, and the City Council shall not deny a requested disposal fee adjustment unless it finds that Waste Management has not provided adequate supporting information.

Discussion:

In accordance with the terms of the franchise agreement, Waste Management has submitted a request to implement an annual adjustment to its customer rates, effective January 1, 2021. The 2021 rate request includes adjustments for the following:

- (1) the 1.31% CPI increase for the 12-month period ending August 2020;
- (2) a 1.47% increase in the Yolo County Central Landfill (YCCL) solid waste disposal fee, from \$51.88 to \$53.32 per ton, implemented in July 2020;
- (3) a 1.82% increase in the YCCL organics (mixed green waste and food waste) disposal fee, from \$64.00 to \$66.00 per ton, implemented in July 2020;

(4) a 9.40% increase in the YCCL clean green waste disposal fee, from \$56.00 to \$62.00 per ton, implemented in July 2020;

(5) a 10.69% increase in the YCCL construction and demolition (C&D) disposal fee, from \$62.50 to \$70.00 per ton, also implemented in July 2020.

The landfill increases are applied only to the disposal portion of the applicable rates and only by the amount that it exceeds the CPI increase.

These adjustments will raise the rates for an average Woodland household by \$0.56 per month, from \$33.90 to \$34.46. Charges for commercial waste services will generally increase by about 1.6% over the commercial customer rates for 2020, depending on container size and frequency of service. Charges for C&D service hauls will increase from \$14-42 per load.

Staff has reviewed the documentation provided by Waste Management and found all the calculations to be appropriate and the documentation to be adequate.

Recent Service Issues

Considerable number of complaints have been received by the city over the past several months regarding the inconsistency of Waste Management services. Due to issues surrounding COVID-19, Waste Management has staffing resources have been impacted. Staff has been working with Waste Management to remedy these issues and push out communication to customers regarding temporary adjustments in service scheduling.

Committee Review

The Sustainability Advisory Committee reviewed the proposed rates at their December 13 special meeting.

City Council Discussion - December 15, 2020

At their December 15th City Council meeting, the Council received a presentation from staff and Waste Management representatives regarding the recent service disruptions as well as the proposed annual rate increase. Councilmembers voiced their concerns with the service issues and inadequate communication with customers. To provide time for Waste Management to consider suggestions from City Council regarding suggestions to make up for service missed as well as potential deferral of the proposed rate increase, Council voted to continue the item to the January 5th meeting. Council subsequently deferred action on January 5th to allow Waste Management to consider deferring the scheduled increases due to the economic circumstances. Waste Management has responded with a proposal to grant all residential customers a bill adjustment of \$9.59 to account for the missed services over the past few months. This adjustment will be memorialized through a letter agreement and be applied to customers' next available billing statement.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, to 1) receive the Waste Management 2021 rate adjustment information, 2) accept it as complete and adequate, 3) deem the proposed 2021 rate adjustments approved, and 4) direct City Manager to take such steps as necessary to memorialize Waste Management's commitment to grant a bill adjustment to residential customers for the service interruptions experienced in late 2020.



Ken Hiatt
City Manager

Attachments:

1. Resolution

2. Final City of Woodland Annual PI 2021 Rates

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE THE
REQUEST FOR THE 2021 ANNUAL RATE ADJUSTMENT BY WASTE MANAGEMENT**

WHEREAS, the Legislature of the State of California, by enactment of California Public Resources Code Sections 40000 et seq. and California Public Resources Code Section 49300, declares that it is within the public interest to authorize and require local agencies to make adequate provision for Solid Waste handling within their jurisdictions; and

WHEREAS, the Council has determined that the public health, safety and well-being of its residents requires that Solid Waste collection and disposal, including, but not limited to, the frequency of collection, the means of collection and the transportation, scope, charges and fees, location, and extent of such services, be provided by an exclusive contract; and

WHEREAS, Waste Management provides collection and disposal of trash, recyclables, and organic waste, and street sweeping services for the City of Woodland pursuant to the terms of the amended franchise agreement between the City and Waste Management dated July 1, 2011; and

WHEREAS, the agreement allows Waste Management to (1) increase its service rates in accordance with changes in the U.S. City Average Consumer Price Index (CPI) up to a maximum of 5%, and (2) incorporate any increase in landfill disposal fees above the previous year's disposal fees; and

WHEREAS, Waste Management has provided appropriate supporting documentation to support its request.

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

Section 1. The City Council hereby receives the Waste Management 2021 rate adjustment information and accept it as complete and adequate.

Section 2. Deem the proposed 2021 rate adjustment approved.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 19th day of January, 2021, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney



**Waste Management of Woodland
City of Woodland
Residential Rate Adjustment Effective 1/1/21**

CPI % Change	1.31%	A
MSW Disposal Increase	1.47%	B1
Mixed Food Increase	1.82%	B2
MSW Disposal Capture	2.78%	C1
Mixed Food Disposal Capture	3.13%	C2

	Current Monthly Rate Effective 1/1/2020	Previous Period Disposal Catch Up (7/1/19 through 12/31/19)	Current Monthly Base Rate	CPI Increase	Disposal Portion of the Current Base Rate	Disposal Increase	New Monthly Base Rate w/o Disposal Catchup	Six Month Disposal Catch Up (7/1/20 through 12/31/20)	New Monthly Rate w/ Disposal Catchup eff 1/1/2021
	D	E	F=D-E	G=F*A	H	I=H*B	J=F+G+I	K=(H*C)/2	L=J+K
Garbage Rates									
35 Gallons	\$12.75	\$0.03	\$12.72	\$0.17	\$1.87	\$0.03	\$12.92	\$0.03	\$12.95
64 Gallons	\$15.02	\$0.05	\$14.97	\$0.20	\$3.73	\$0.05	\$15.22	\$0.05	\$15.27
96 Gallons	\$26.16	\$0.08	\$26.08	\$0.34	\$5.62	\$0.08	\$26.50	\$0.08	\$26.58
Extra bag pickup	\$2.41	\$0.00	\$2.41	\$0.03	\$0.35	\$0.01	\$2.45	\$0.00	\$2.45
Extra toter pickup	\$7.71	\$0.03	\$7.68	\$0.10	\$1.84	\$0.03	\$7.81	\$0.03	\$7.84

Low income (10% discount from base)									
35 Gallons	\$11.48	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$11.66
64 Gallons	\$13.52	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$13.74
96 Gallons	\$23.54	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$23.92

Green Waste / Street Sweeping									
Small Lot*	\$13.10	\$0.06	\$13.04	\$0.17	\$3.83	\$0.07	\$13.28	\$0.06	\$13.34
1-96 Gallon Toter	\$16.50	\$0.06	\$16.44	\$0.22	\$3.83	\$0.07	\$16.73	\$0.06	\$16.79
2-96 Gallon Toters	\$16.50	\$0.06	\$16.44	\$0.22	\$3.83	\$0.07	\$16.73	\$0.06	\$16.79
3-96 Gallon Toters	\$21.11	\$0.10	\$21.01	\$0.28	\$6.31	\$0.11	\$21.40	\$0.10	\$21.50
4-96 Gallon Toters	\$21.11	\$0.10	\$21.01	\$0.28	\$6.31	\$0.11	\$21.40	\$0.10	\$21.50
Each add'l toter after 4	\$4.70	\$0.04	\$4.66	\$0.06	\$2.50	\$0.05	\$4.77	\$0.04	\$4.81

*The Small Lot rate applies only to those customers who qualified for this rate before July 1, 2007, and who were grandfathered in under this rate. Current Small Lot rate customers who choose to have one cart will continue to pay the Small Lot rate (as annually adjusted) until the property is sold or unless they choose to have additional carts.

Street Sweeping (only)									
Residential/Condominium	\$4.70	\$0.00	\$4.70	\$0.06	\$0.00	\$0.00	\$4.76	\$0.00	\$4.76
Apartments/Mobile Home Parks (per unit)	\$2.55	\$0.00	\$2.55	\$0.03	\$0.00	\$0.00	\$2.58	\$0.00	\$2.58

Recycling									
Residential Curbside	\$1.68	\$0.00	\$1.68	\$0.02	\$0.00	\$0.00	\$1.70	\$0.00	\$1.70

Ancillary / Misc Fees									
Side Yard Assisted Service - medically justified	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Side Yard Assisted Service - no medical justification	\$6.16	\$0.00	\$6.16	\$0.08	\$0.00	\$0.00	\$6.24	\$0.00	\$6.24
State Mandated Charge - Per Household	\$0.70	\$0.00	\$0.70	\$0.00	\$0.00	\$0.00	\$0.70	\$0.00	\$0.70
Bulky Waste Pickup - per pickup (limited to 5 yards)	\$78.08	\$0.13	\$77.95	\$1.02	\$9.62	\$0.14	\$79.11	\$0.13	\$79.24
Cart Replacement Charge ¹	Market Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Market Rate
Insufficient Funds / Returned Check Fee	\$30.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$30.00
Late Charge	2.5% of balance, \$5.00 minimum	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2.5% of balance, \$5.00 minimum
Non-Service Day Trip Charge	\$29.62	\$0.00	\$29.62	\$0.39	\$0.00	\$0.00	\$30.01	\$0.00	\$30.01
Residential Contamination Charge	\$15.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$15.00
Residential Overage Charge	\$15.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$15.00

[1] Replacement is charged at the market rate. Does not apply to carts damaged as the result of normal wear and tear. One replacement cart is provided every 4 years for lost or stolen carts, and one replacement cart per year for graffiti-tagged carts.

[2] Contamination charges would apply to Residential Customers each time a Customers cart contains contaminants. Customer will be charged per cart/per collection after 2 warning notifications in a 12-month rolling period.



Waste Management of Woodland
City of Woodland
Commercial Rate Adjustment Effective 1/1/21

CPI % Change	1.31%	A
MSW Disposal Increase	1.47%	B1
Mixed Food Increase	1.82%	B2
MSW Disposal Capture	2.78%	C1
Mixed Food Disposal Capture	3.13%	C2

	Current Monthly Rate Effective 1/1/2020	Previous Period Disposal Catch Up (7/1/19 through 12/31/19)	Current Monthly Base Rate	CPI Increase	Disposal Portion of the Current Base Rate	Disposal Increase	New Monthly Base Rate w/o Disposal Catchup	Six Month Disposal Catch Up (7/1/20 through 12/31/20)	New Monthly Rate w/ Disposal Catchup eff 1/1/2021
	D	E	F=D-E	G=F*A	H	I=H*B	J=F+G+I	K=(H*C)/2	L=J+K
Trash Cart Rates									
1-64 Gallon Can	\$29.50	\$0.10	\$29.40	\$0.39	\$7.49	\$0.11	\$29.90	\$0.10	\$30.00
1-96 Gallon Can	\$37.50	\$0.15	\$37.35	\$0.49	\$11.23	\$0.16	\$38.00	\$0.16	\$38.16
Extra bag pickup	\$2.41	\$0.00	\$2.41	\$0.03	\$0.35	\$0.01	\$2.45	\$0.00	\$2.45
Extra toter pickup	\$7.71	\$0.03	\$7.68	\$0.10	\$1.84	\$0.03	\$7.81	\$0.03	\$7.84
Trash 1 Yard Bin									
1 x Week	\$75.16	\$0.11	\$75.05	\$0.98	\$8.33	\$0.12	\$76.15	\$0.12	\$76.27
2 x Week	\$123.83	\$0.23	\$123.60	\$1.62	\$16.65	\$0.24	\$125.46	\$0.23	\$125.69
Trash 1.5 Yard Bin									
1 x Week	\$94.62	\$0.17	\$94.45	\$1.24	\$12.50	\$0.18	\$95.87	\$0.17	\$96.04
2 x Week	\$160.28	\$0.34	\$159.94	\$2.10	\$24.99	\$0.37	\$162.41	\$0.35	\$162.76
3 x Week	\$225.36	\$0.51	\$224.85	\$2.95	\$37.49	\$0.55	\$228.35	\$0.52	\$228.87
Trash 2 Yard Bin									
1 x Week	\$114.68	\$0.23	\$114.45	\$1.50	\$16.65	\$0.24	\$116.19	\$0.23	\$116.42
2 x Week	\$194.66	\$0.46	\$194.20	\$2.54	\$33.32	\$0.49	\$197.23	\$0.46	\$197.69
3 x Week	\$274.71	\$0.69	\$274.02	\$3.59	\$49.97	\$0.73	\$278.34	\$0.69	\$279.03
4 x Week	\$354.67	\$0.91	\$353.76	\$4.63	\$66.64	\$0.98	\$359.37	\$0.92	\$360.29
5 x Week	\$434.70	\$1.14	\$433.56	\$5.68	\$83.27	\$1.22	\$440.46	\$1.16	\$441.62
6 x Week	\$514.19	\$1.37	\$512.82	\$6.72	\$99.94	\$1.46	\$521.00	\$1.39	\$522.39
Trash 3 Yard Bin									
1 x Week	\$147.69	\$0.34	\$147.35	\$1.93	\$24.99	\$0.37	\$149.65	\$0.35	\$150.00
2 x Week	\$258.59	\$0.69	\$257.90	\$3.38	\$49.97	\$0.73	\$262.01	\$0.69	\$262.70
3 x Week	\$369.30	\$1.03	\$368.27	\$4.82	\$74.97	\$1.10	\$374.19	\$1.04	\$375.23
4 x Week	\$454.75	\$1.37	\$453.38	\$5.94	\$99.94	\$1.46	\$460.78	\$1.39	\$462.17
5 x Week	\$590.96	\$1.72	\$589.24	\$7.72	\$124.96	\$1.83	\$598.79	\$1.73	\$600.52
6 x Week	\$701.87	\$2.06	\$699.81	\$9.17	\$149.93	\$2.20	\$711.18	\$2.08	\$713.26
Trash 4 Yard Bin									
1 x Week	\$185.70	\$0.46	\$185.24	\$2.43	\$33.32	\$0.49	\$188.16	\$0.46	\$188.62
2 x Week	\$329.15	\$0.91	\$328.24	\$4.30	\$66.64	\$0.98	\$333.52	\$0.92	\$334.44
3 x Week	\$472.74	\$1.37	\$471.37	\$6.17	\$99.94	\$1.46	\$479.00	\$1.39	\$480.39
4 x Week	\$616.15	\$1.83	\$614.32	\$8.05	\$133.26	\$1.95	\$624.32	\$1.85	\$626.17
5 x Week	\$773.00	\$2.29	\$770.71	\$10.10	\$166.59	\$2.44	\$783.25	\$2.31	\$785.56
6 x Week	\$903.23	\$2.74	\$900.49	\$11.80	\$199.89	\$2.93	\$915.22	\$2.77	\$917.99
Trash 6 Yard Bin									
1 x Week	\$243.64	\$0.69	\$242.95	\$3.18	\$49.97	\$0.73	\$246.86	\$0.69	\$247.55
2 x Week	\$440.70	\$1.37	\$439.33	\$5.76	\$99.94	\$1.46	\$446.55	\$1.39	\$447.94
3 x Week	\$645.76	\$2.06	\$643.70	\$8.43	\$149.93	\$2.20	\$654.33	\$2.08	\$656.41
4 x Week	\$896.81	\$2.74	\$894.07	\$11.71	\$199.89	\$2.93	\$908.71	\$2.77	\$911.48
5 x Week	\$1,120.96	\$3.43	\$1,117.53	\$14.64	\$249.85	\$3.66	\$1,135.83	\$3.47	\$1,139.30
6 x Week	\$1,368.19	\$4.12	\$1,364.07	\$17.87	\$299.85	\$4.39	\$1,386.33	\$4.16	\$1,390.49
Trash 8 Yard Bin									
1 x Week	\$298.08	\$0.90	\$297.18	\$3.89	\$65.61	\$0.96	\$302.03	\$0.91	\$302.94
2 x Week	\$545.86	\$1.80	\$544.06	\$7.13	\$131.25	\$1.92	\$553.11	\$1.82	\$554.93
3 x Week	\$809.28	\$2.70	\$806.58	\$10.57	\$196.86	\$2.89	\$820.04	\$2.73	\$822.77
4 x Week	\$1,163.89	\$3.60	\$1,160.29	\$15.20	\$262.48	\$3.85	\$1,179.34	\$3.64	\$1,182.98
5 x Week	\$1,452.01	\$4.50	\$1,447.51	\$18.96	\$328.11	\$4.81	\$1,471.28	\$4.55	\$1,475.83
6 x Week	\$1,812.04	\$5.40	\$1,806.64	\$23.67	\$393.73	\$5.77	\$1,836.08	\$5.46	\$1,841.54
Recycling Carts/Bins - All Sizes*									
1 x Week - per month/per bin	\$30.55	\$0.00	\$30.55	\$0.40	\$0.00	\$0.00	\$30.95	\$0.00	\$30.95
2 x Week - per month/per bin**	\$61.10	\$0.00	\$61.10	\$0.80	\$0.00	\$0.00	\$61.90	\$0.00	\$61.90
3 x Week - per month/per bin**	\$91.65	\$0.00	\$91.65	\$1.20	\$0.00	\$0.00	\$92.85	\$0.00	\$92.85
4 x Week - per month/per bin**	\$122.20	\$0.00	\$122.20	\$1.60	\$0.00	\$0.00	\$123.80	\$0.00	\$123.80
5 x Week - per month/per bin**	\$152.75	\$0.00	\$152.75	\$2.00	\$0.00	\$0.00	\$154.75	\$0.00	\$154.75
Mixed Organics - 35 Gallon									
1 x Week	\$24.60	\$0.17	\$24.43	\$0.32	\$10.78	\$0.20	\$24.95	\$0.17	\$25.12
2 x Week	\$49.14	\$0.34	\$48.80	\$0.64	\$21.53	\$0.39	\$49.83	\$0.34	\$50.17
3 x Week	\$73.74	\$0.51	\$73.23	\$0.96	\$32.31	\$0.59	\$74.78	\$0.50	\$75.28
4 x Week	\$98.34	\$0.68	\$97.66	\$1.28	\$43.09	\$0.78	\$99.72	\$0.67	\$100.39
5 x Week	\$122.93	\$0.86	\$122.07	\$1.60	\$53.86	\$0.98	\$124.65	\$0.84	\$125.49
Mixed Organics - 64 Gallon									
1 x Week	\$34.18	\$0.31	\$33.87	\$0.44	\$19.70	\$0.36	\$34.67	\$0.31	\$34.98
2 x Week	\$68.36	\$0.63	\$67.73	\$0.89	\$39.40	\$0.72	\$69.34	\$0.62	\$69.96
3 x Week	\$102.53	\$0.94	\$101.59	\$1.33	\$59.09	\$1.07	\$103.99	\$0.92	\$104.91
4 x Week	\$136.72	\$1.25	\$135.47	\$1.77	\$78.80	\$1.43	\$138.67	\$1.23	\$139.90
5 x Week	\$170.89	\$1.57	\$169.32	\$2.22	\$98.49	\$1.79	\$173.33	\$1.54	\$174.87
2 Yard Mixed Organics Bin									
1 x Week	\$174.73	\$0.54	\$174.19	\$2.28	\$34.13	\$0.62	\$177.09	\$0.53	\$177.62
2 x Week	\$297.42	\$1.09	\$296.33	\$3.88	\$68.28	\$1.24	\$301.45	\$1.07	\$302.52
3 x Week	\$420.11	\$0.00	\$420.11	\$5.50	\$100.89	\$1.83	\$427.44	\$1.58	\$429.02
3 Yard Mixed Organics Bin									
1 x Week	\$240.09	\$0.81	\$239.28	\$3.13	\$51.21	\$0.93	\$243.34	\$0.80	\$244.14
2 x Week	\$421.34	\$1.63	\$419.71	\$5.50	\$102.42	\$1.86	\$427.07	\$1.60	\$428.67
3 x Week	\$602.57	\$0.00	\$602.57	\$7.89	\$151.41	\$2.75	\$613.21	\$2.37	\$615.58

*Recycle Container Sizes Available: 96 gallon, 1 Yard, 1.5 Yard, 2 Yard, 3 Yard, 4 Yard, 6 Yard

**Services with a frequency of more than one time per week are charged by multiples of the "1 x Week" rate

***Four 96 gallon recycle carts can be substituted for a recycle bin for the same cost. Carts must be placed curbside on collection days.

Extra Pickup Fees									
Overloaded Container - First Cubic Yard (No Dismount Required)	\$7.77	\$0.03	\$7.74	\$0.10	\$1.89	\$0.03	\$7.87	\$0.03	\$7.90
Overloaded Container - Each Cubic Yard in excess of 1 (No Dismount Required)	\$3.07	\$0.03	\$3.04	\$0.04	\$1.89	\$0.03	\$3.11	\$0.03	\$3.14
Additional Pickup, 1 Cubic Yard Bin	\$44.55	\$0.03	\$44.52	\$0.58	\$1.89	\$0.03	\$45.13	\$0.03	\$45.16
Additional Pickup, 1.5 Cubic Yard Bin	\$46.06	\$0.04	\$46.02	\$0.60	\$2.83	\$0.04	\$46.66	\$0.04	\$46.70
Additional Pickup, 2 Cubic Yard Bin	\$47.57	\$0.05	\$47.52	\$0.62	\$3.76	\$0.06	\$48.20	\$0.05	\$48.25
Additional Pickup, 3 Cubic Yard Bin	\$50.67	\$0.08	\$50.59	\$0.66	\$5.66	\$0.08	\$51.33	\$0.08	\$51.41
Additional Pickup, 4 Cubic Yard Bin	\$53.51	\$0.10	\$53.41	\$0.70	\$7.56	\$0.11	\$54.22	\$0.10	\$54.32
Additional Pickup, 6 Cubic Yard Bin	\$59.76	\$0.16	\$59.60	\$0.78	\$11.29	\$0.17	\$60.55	\$0.16	\$60.71
Additional Trip to Customer Location at Customer Request	\$29.62	\$0.00	\$29.62	\$0.39	\$0.00	\$0.00	\$30.01	\$0.00	\$30.01
Temporary Bin									
3 Yard Temporary Bin	\$175.84	\$0.08	\$175.76	\$2.30	\$5.66	\$0.08	\$178.14	\$0.08	\$178.22
Ancillary / Misc Fees									
State Mandated Fee - per yard times 4.3 (weeks per month)	\$0.25	\$0.00	\$0.25	\$0.00	\$0.00	\$0.00	\$0.25	\$0.00	\$0.25
Dismount and Push Charge per Bin Serviced per Week	\$6.27	\$0.00	\$6.27	\$0.08	\$0.00	\$0.00	\$6.35	\$0.00	\$6.35
Key Charge per Bin Serviced per Week	\$7.45	\$0.00	\$7.45	\$0.10	\$0.00	\$0.00	\$7.55	\$0.00	\$7.55
Enclosure Charge per Bin Serviced per Week	\$8.22	\$0.00	\$8.22	\$0.11	\$0.00	\$0.00	\$8.33	\$0.00	\$8.33
Gate Service Charge per Bin Serviced per Week	\$8.22	\$0.00	\$8.22	\$0.11	\$0.00	\$0.00	\$8.33	\$0.00	\$8.33
Long Walk (more then 20 feet) per Bin Serviced per Week	\$19.68	\$0.00	\$19.68	\$0.26	\$0.00	\$0.00	\$19.94	\$0.00	\$19.94
Maximum Additional Weekly Charges per Bin Serviced per Week	\$25.50	\$0.00	\$25.50	\$0.33	\$0.00	\$0.00	\$25.83	\$0.00	\$25.83
Scout Truck (Container Truck) Container Pull Out	\$35.55	\$0.00	\$35.55	\$0.47	\$0.00	\$0.00	\$36.02	\$0.00	\$36.02
Extra per yard charge for Customers Pre-compacting Trash	\$23.33	\$0.10	\$23.23	\$0.30	\$7.56	\$0.11	\$23.64	\$0.10	\$23.74
Commercial Sweeping Charge	\$7.76	\$0.00	\$7.76	\$0.10	\$0.00	\$0.00	\$7.86	\$0.00	\$7.86
Bad / Returned Check Fee	\$30.00	\$0.00	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00	\$0.00	\$30.00
Snapshot Fee - Per Occurrence ¹	\$53.83	\$0.00	\$53.83	\$0.71	\$0.00	\$0.00	\$54.54	\$0.00	\$54.54
Inactivity Fee - Per Day (No activity for over 14 days) ²	\$12.12	\$0.00	\$12.12	\$0.16	\$0.00	\$0.00	\$12.28	\$0.00	\$12.28
Inactivity Fee - Maximum per month ²	\$181.84	\$0.00	\$181.84	\$2.38	\$0.00	\$0.00	\$184.22	\$0.00	\$184.22
Reactivation Fee - due to non-payment ³	\$37.68	\$0.00	\$37.68	\$0.49	\$0.00	\$0.00	\$38.17	\$0.00	\$38.17
Container Exchange Fee ⁴	\$161.48	\$0.00	\$161.48	\$2.12	\$0.00	\$0.00	\$163.60	\$0.00	\$163.60
Delivery Fee ⁵	\$161.48	\$0.00	\$161.48	\$2.12	\$0.00	\$0.00	\$163.60	\$0.00	\$163.60
Late Charge	2.5% of balance, \$5.00 minimum	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2.5% of balance, \$5.00 minimum
Contamination Charge - per occurrence ⁶	\$101.19	\$0.00	\$101.19	\$1.33	\$0.00	\$0.00	\$102.52	\$0.00	\$102.52
Cart Swap / Cleaning Charge	\$58.59	\$0.00	\$58.59	\$0.77	\$0.00	\$0.00	\$59.36	\$0.00	\$59.36
Bin Swap / Cleaning Charge	\$133.16	\$0.00	\$133.16	\$1.74	\$0.00	\$0.00	\$134.90	\$0.00	\$134.90

Note: Additional disposal fees for non-standard items (box springs, tires, televisions, etc) charged by Yolo County or City designated landfill will be charged to the customer when it is possible to identify the customer in violation.

[1] Excess Yardage/Snapshot service fee would apply to Commercial Customers each time a Customer's Bin or Debris Box is overloaded. Driver documents the conditions with photographs, which are used by the Company in subsequent Customer contact.

[2] The Inactivity service fee would be charged if a Customer has a Debris Box, temporary Bin, or Compactor longer than the 14-day rental period without scheduling a pickup. On the 15th day and going forward, the customer would be charged an additional \$12.28 per day. The maximum fee per month is \$184.22.

[3] The Reactivation service fee would be charged for administrative costs to restart a Commercial Customer account that has been terminated pursuant to Section 7.1.2 of the Agreement due to non-payment.

[4] A Commercial Customer may receive one container exchange every four (4) years at no charge. In addition, each Commercial Customer shall receive new containers at no charge if the container is damaged through normal wear and tear or through no fault of the Customer. Additional exchanges, either as a result of a Customer's request or because of Customer-caused damage to the container, will result in the Container Exchange Fee.

[5] The Delivery service fee would be charged for the delivery of a container to a Commercial Customer that is restarting services that were previously terminated pursuant to Section 7.1.2 of the Agreement due to non-payment.

[6] If a Customer's container is contaminated more than twice in the last twelve (12) months of service, and Company has left non-collection notices on each such instance, then Company may apply a contamination charge per occurrence over the succeeding twelve (12) months.



**Waste Management of Woodland
City of Woodland
Debris (RO) Box Rate Adjustment Effective 1/1/21**

CPI % Change	1.31%	A
MSW Disposal Increase	1.47%	B1
Green Waste Disposal Increase	9.40%	B2
Mixed Food Increase	1.82%	B3
C&D Disposal Increase	10.69%	B4
MSW Disposal Capture	2.78%	C1
Green Waste Disposal Capture	10.71%	C2
Mixed Food Disposal Capture	3.13%	C3
C&D Disposal Capture	12.00%	C4

Current Disposal Costs	
Municipal Solid Waste	\$53.32
Green Waste	\$62.00
Mixed Food / Green	\$66.00
C&D	\$70.00
Clean Wood	\$0.00
Mixed Wood	\$62.00
OCC	\$0.00
Recycle	\$0.00

	Current Monthly Rate Effective 1/1/2020	Previous Period Disposal Catch Up (7/1/19 through 12/31/19)	Current Monthly Base Rate	CPI Increase	Disposal Portion of the Current Base Rate	Disposal Increase	New Monthly Base Rate w/o Disposal Catchup	Six Month - Disposal Catch Up (7/1/20 through 12/31/20)	New Monthly Rate w/ Disposal Catchup eff 1/1/2021
	D	E	F=D-E	G=F*A	H	I=H*B	J=F+G+I	K=(H*C)/2	L=J+K
MSW - Haul Rate									
20 Yards - Includes 2 tons	\$251.88	\$1.28	\$250.60	\$3.28	\$93.48	\$1.37	\$255.25	\$1.30	\$256.55
25 Yards - Includes 2.5 tons	\$315.01	\$1.60	\$313.41	\$4.11	\$116.83	\$1.71	\$319.23	\$1.62	\$320.85
30 Yards - Includes 3 tons	\$377.64	\$1.92	\$375.72	\$4.92	\$140.20	\$2.05	\$382.69	\$1.95	\$384.64
40 Yards - Includes 4 tons	\$503.54	\$2.57	\$500.97	\$6.56	\$186.91	\$2.74	\$510.27	\$2.59	\$512.86
50 Yards - Includes 5 tons	\$613.82	\$3.21	\$610.61	\$8.00	\$233.65	\$3.42	\$622.03	\$3.24	\$625.27
Green Waste - Haul Rate									
20 Yards - Includes 2 tons	\$247.46	\$1.72	\$245.74	\$3.22	\$94.83	\$8.92	\$257.88	\$5.08	\$262.96
25 Yards - Includes 2.5 tons	\$309.48	\$2.15	\$307.33	\$4.03	\$118.54	\$11.15	\$322.51	\$6.35	\$328.86
30 Yards - Includes 3 tons	\$371.03	\$2.58	\$368.45	\$4.83	\$142.26	\$13.38	\$386.66	\$7.62	\$394.28
40 Yards - Includes 4 tons	\$494.74	\$3.45	\$491.29	\$6.44	\$189.67	\$17.84	\$515.57	\$10.16	\$525.73
50 Yards - Includes 5 tons	\$602.80	\$4.31	\$598.49	\$7.84	\$237.08	\$22.30	\$628.63	\$12.70	\$641.33
Mixed Wood - Haul Rate									
20 Yards - Includes 2 tons	\$258.61	\$1.91	\$256.70	\$3.36	\$105.13	\$9.89	\$269.95	\$5.63	\$275.58
25 Yards - Includes 2.5 tons	\$323.43	\$2.39	\$321.04	\$4.21	\$131.42	\$12.36	\$337.61	\$7.04	\$344.65
30 Yards - Includes 3 tons	\$387.76	\$2.86	\$384.90	\$5.04	\$157.70	\$14.83	\$404.77	\$8.45	\$413.22
40 Yards - Includes 4 tons	\$517.04	\$3.82	\$513.22	\$6.72	\$210.27	\$19.77	\$539.71	\$11.26	\$550.97
50 Yards - Includes 5 tons	\$630.70	\$4.77	\$625.93	\$8.20	\$262.85	\$24.72	\$658.85	\$14.08	\$672.93
C&D - Haul Rate									
20 Yards - Includes 2 tons	\$281.34	\$4.24	\$277.10	\$3.63	\$94.79	\$10.13	\$290.86	\$5.69	\$296.55
25 Yards - Includes 2.5 tons	\$351.85	\$5.30	\$346.55	\$4.54	\$118.49	\$12.67	\$363.76	\$7.11	\$370.87
30 Yards - Includes 3 tons	\$421.86	\$6.36	\$415.50	\$5.44	\$142.19	\$15.20	\$436.14	\$8.53	\$444.67
40 Yards - Includes 4 tons	\$562.51	\$8.48	\$554.03	\$7.26	\$189.59	\$20.27	\$581.56	\$11.38	\$592.94
50 Yards - Includes 5 tons	\$687.52	\$10.60	\$676.92	\$8.87	\$236.97	\$25.33	\$711.12	\$14.22	\$725.34
Clean Wood - Haul Rate									
20 Yards	\$131.70	\$0.00	\$131.70	\$1.73	\$0.00	\$0.00	\$133.43	\$0.00	\$133.43
25 Yards	\$164.77	\$0.00	\$164.77	\$2.16	\$0.00	\$0.00	\$166.93	\$0.00	\$166.93
30 Yards	\$197.36	\$0.00	\$197.36	\$2.59	\$0.00	\$0.00	\$199.95	\$0.00	\$199.95
40 Yards	\$263.19	\$0.00	\$263.19	\$3.45	\$0.00	\$0.00	\$266.64	\$0.00	\$266.64
50 Yards	\$313.40	\$0.00	\$313.40	\$4.11	\$0.00	\$0.00	\$317.51	\$0.00	\$317.51
Old Corrugated Cardboard (OCC) - Haul Rate									
20 Yards	\$131.70	\$0.00	\$131.70	\$1.73	\$0.00	\$0.00	\$133.43	\$0.00	\$133.43
25 Yards	\$164.77	\$0.00	\$164.77	\$2.16	\$0.00	\$0.00	\$166.93	\$0.00	\$166.93
30 Yards	\$197.36	\$0.00	\$197.36	\$2.59	\$0.00	\$0.00	\$199.95	\$0.00	\$199.95
40 Yards	\$263.19	\$0.00	\$263.19	\$3.45	\$0.00	\$0.00	\$266.64	\$0.00	\$266.64
50 Yards	\$313.40	\$0.00	\$313.40	\$4.11	\$0.00	\$0.00	\$317.51	\$0.00	\$317.51
Recycle - Haul Rate									
20 Yards	\$131.70	\$0.00	\$131.70	\$1.73	\$0.00	\$0.00	\$133.43	\$0.00	\$133.43
25 Yards	\$164.77	\$0.00	\$164.77	\$2.16	\$0.00	\$0.00	\$166.93	\$0.00	\$166.93
30 Yards	\$197.36	\$0.00	\$197.36	\$2.59	\$0.00	\$0.00	\$199.95	\$0.00	\$199.95
40 Yards	\$263.19	\$0.00	\$263.19	\$3.45	\$0.00	\$0.00	\$266.64	\$0.00	\$266.64
50 Yards	\$313.40	\$0.00	\$313.40	\$4.11	\$0.00	\$0.00	\$317.51	\$0.00	\$317.51
Concrete / Dirt									
15 Yards - no included tonnage	\$180.83	\$0.00	\$180.83	\$2.37	\$0.00	\$0.00	\$183.20	\$0.00	\$183.20
Compactor Rates									
Haul Rate - Per Yard - includes tonnage	\$21.50	\$0.03	\$21.47	\$0.28	\$1.88	\$0.03	\$21.78	\$0.03	\$21.81

Ancillary / Misc Fees									
State Mandated Fee - Per yard times 4.3 weeks/month	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25	\$0.00	\$0.25
Debris Box Roll-Top Fee Per Haul	\$26.64	\$0.00	\$26.64	\$0.35	\$0.00	\$0.00	\$26.99	\$0.00	\$26.99
Bad / Returned Check Fee	\$30.00	\$0.00	\$30.00	\$0.00	\$0.00	\$0.00	\$30.00	\$0.00	\$30.00
Snapshot Fee - Per Occurrence ¹	\$53.83	\$0.00	\$53.83	\$0.71	\$0.00	\$0.00	\$54.54	\$0.00	\$54.54
Trip Charge ²	\$106.57	\$0.00	\$106.57	\$1.40	\$0.00	\$0.00	\$107.97	\$0.00	\$107.97
Inactivity Fee - Per Day (No activity for over 14 days) ³	\$12.12	\$0.00	\$12.12	\$0.16	\$0.00	\$0.00	\$12.28	\$0.00	\$12.28
Inactivity Fee - Maximum per month ³	\$181.84	\$0.00	\$181.84	\$2.38	\$0.00	\$0.00	\$184.22	\$0.00	\$184.22
Reactivation Fee - due to non-payment ⁴	\$37.68	\$0.00	\$37.68	\$0.49	\$0.00	\$0.00	\$38.17	\$0.00	\$38.17
Container Exchange Fee ⁵	\$161.48	\$0.00	\$161.48	\$2.12	\$0.00	\$0.00	\$163.60	\$0.00	\$163.60
Delivery Fee ⁶	\$161.48	\$0.00	\$161.48	\$2.12	\$0.00	\$0.00	\$163.60	\$0.00	\$163.60
Late Charge	2.5% of balance, \$5.00 minimum	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2.5% of balance, \$5.00 minimum
Debris Box Fuel Surcharge ⁷	See below	N/A	N/A	N/A	N/A	N/A	N/A	N/A	See below
Contamination Fee ⁸	See below	N/A	N/A	N/A	N/A	N/A	N/A	N/A	See below

Note: Additional disposal fees for non-standard items (box springs, tires, televisions, etc) charged by Yolo County or City designated landfill will be charged to the customer when it is possible to identify the customer in violation.

[1] Excess Yardage/Snapshot service fee would apply to Commercial Customers each time a Customer's Bin or Debris Box is overloaded. Driver documents the conditions with photographs, which are used by the Company in subsequent Customer contact.

[2] The Trip Charge would apply when a Commercial Customer schedules a Debris Box service call that is not needed after Company arrives at the Customer location. Company must be given a 24 hour cancellation notice by the Customer.

[3] The Inactivity service fee would be charged if a Customer has a Debris Box, temporary Bin, or Compactor longer than the 14-day rental period without scheduling a pickup. On the 15th day and going forward, the customer would be charged an additional \$12.28 per day. The maximum fee per month is \$184.22.

[4] The Reactivation service fee would be charged for administrative costs to restart a Commercial Customer account that has been terminated pursuant to Section 7.1.2 of the Agreement due to non-payment.

[5] A Commercial Customer may receive one container exchange every four (4) years at no charge. In addition, each Commercial Customer shall receive new containers at no charge if the container is damaged through normal wear and tear or through no fault of the Customer. Additional exchanges, either as a result of a Customer's request or because of Customer-caused damage to the container, will result in the Container Exchange Fee.

[6] The Delivery service fee would be charged for the delivery of a container to a Commercial Customer that is restarting services that were previously terminated pursuant to Section 7.1.2 of the Agreement due to non-payment.

[7] The attached fuel Surcharge rate table will be applied to only the Debris Box line of business and will be calculated based on the cost of fuel on a monthly basis. This will be a line item on the customer's monthly bill.

[8] The contamination fee is a pass-through contamination and/or administration fee imposed on by the landfill or disposal site for contaminated loads.



**Waste Management of Woodland
City of Woodland
CPI Adjustment Calculation**

CPI ADJUSTMENT CALCULATION		
CPI Adjustment 2019 to 2020:		
Consumer Price Index (CPI for <i>All Urban Consumers</i>) ¹		
Index August 2020	259.918	A
Index August 2019	256.558	B
Percentage change of index	1.31%	C = (A-B)/B
Contractually allowed maximum % of CPI (Section 7.3)	5%	I
Allowed Price Adjustment: Lower of Annual CPI Adjustment (C) or contractually allowed max. % increase (I)	1.31%	J
Internet Hyperlink to Indices:		
http://data.bls.gov/cgi-bin/srgate		



**Waste Management of Woodland
City of Woodland
CPI Adjustment Calculation**

Consumer Price Index - All Urban Consumers

Series Id: CUUR0000SA0

Not Seasonally Adjusted

Area: U.S. city average

Item: All items

Base Period: 1982-84=100

Aug-20	259.918
Aug-19	256.558

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
2016	236.916	237.111	238.132	239.261	240.229	241.018	240.628	240.849	241.428	241.729	241.353	241.432	240.007
2017	242.839	243.603	243.801	244.524	244.733	244.955	244.786	245.519	246.819	246.663	246.669	246.524	245.12
2018	247.867	248.991	249.554	250.546	251.588	251.989	252.006	252.146	252.439	252.885	252.038	251.233	251.107
2019	251.712	252.776	254.202	255.548	256.092	256.143	256.571	256.558	256.759	257.346	257.208	256.974	
2020	257.971	258.678	258.115	256.389	256.394	257.797	259.101	259.918					

**Waste Management of Woodland
City of Woodland
Disposal Increase Calculations**

7.3.2 Disposal Fee Adjustment. Subject to the provisions of Section 7.3.4 regarding the time for making such a request, the Service Rates Shall be increased following an increase in the Disposal Fees. The Disposal Fee increase will be submitted at the time of the annual rate adjustment. The increase is subject to the provisions of Section 7.3.5 regarding the effective date of such increases and compensatory mechanisms for Disposal Fee increases for time periods prior to the effective date. Such increases shall be equal to the amount derived by multiplying (A) the portion of the previous Service Rate representing Disposal Costs by (B) the percentage increase in the Disposal Fees, and reducing that product (but not below zero) by an amount equal to the CPI adjustment (or, if less, the change in the U.S.C.P.I. between the date of the most recent Disposal Fee increase and the most recent month for which the U.S.C.P.I. is available).

Yolo County Landfill - MSW Disposal Adj Calc		
2020 Disposal Rate - 7/1/20	\$53.32	A
2019 Disposal Rate - 7/1/19	\$51.88	B
Inc (Dec) in Disposal Rate	\$1.44	C=A-B
% Inc (Dec) in Disposal Rate	2.78%	D=C/B
CPI Adj %	1.31%	E
% Inc (Dec) in Disposal Rate Adjustment	1.47%	F=D-E

Yolo County Landfill - Green Waste Disposal Adj Calc		
2020 Disposal Rate - 7/1/20	\$62.00	A
2019 Disposal Rate - 7/1/19	\$56.00	B
Inc (Dec) in Disposal Rate	\$6.00	C=A-B
% Inc (Dec) in Disposal Rate	10.71%	D=C/B
CPI Adj %	1.31%	E
% Inc (Dec) in Disposal Rate Adjustment	9.40%	F=D-E

Yolo County Landfill - Mixed Green / Food Waste		
2020 Disposal Rate - 7/1/20	\$66.00	A
2019 Disposal Rate - 7/1/19	\$64.00	B
Inc (Dec) in Disposal Rate	\$2.00	C=A-B
% Inc (Dec) in Disposal Rate	3.13%	D=C/B
CPI Adj %	1.31%	E
% Inc (Dec) in Disposal Rate Adjustment	1.82%	F=D-E

Yolo County Landfill - C&D Disposal Adj Calc		
2020 Disposal Rate - 7/1/20	\$70.00	A
2019 Disposal Rate - 7/1/19	\$62.50	B
Inc (Dec) in Disposal Rate	\$7.50	C=A-B
% Inc (Dec) in Disposal Rate	12.00%	D=C/B
CPI Adj %	1.31%	E
% Inc (Dec) in Disposal Rate Adjustment	10.69%	F=D-E

Yolo County Landfill - MSW Disposal History	
Year	Disposal Rate
2020 Disposal Rate - 7/1/20	\$53.32
2019 Disposal Rate - 7/1/19	\$51.88
2nd 2018 Disposal Rate - 11/04/18	\$50.48
1st 2018 Disposal Rate - 7/1/18	\$46.55
2017 Disposal Rate - 7/1/17	\$45.20
2016 Disposal Rate - 7/1/16	\$43.87
2015 Disposal Rate - 7/1/15	\$42.72
2014 Disposal Rate - 7/1/14	\$41.71
2013 Disposal Rate - 7/1/13	\$40.58
2012 Disposal Rate - 7/1/12	\$39.63
2011 Disposal Rate - 7/1/11	\$38.78

Yolo County Landfill - Green Waste Disposal History	
Year	Disposal Rate
2020 Disposal Rate - 7/1/20	\$62.00
2019 Disposal Rate - 7/1/19	\$56.00
2018 Disposal Rate - 7/1/18	\$54.00
2017 Disposal Rate - 7/1/17	\$54.00
2016 Disposal Rate - 7/1/16	\$52.00
2015 Disposal Rate - 7/1/15	\$36.00

Yolo County Landfill - Mixed Green / Food History	
Year	Disposal Rate
2020 Disposal Rate - 7/1/20	\$66.00
2019 Disposal Rate - 7/1/19	\$64.00
2018 Disposal Rate - 7/1/18	\$62.00
2017 Disposal Rate - 7/1/17	\$54.00
2016 Disposal Rate - 7/1/16	\$52.00
2015 Disposal Rate - 7/1/15	\$36.00

Yolo County Landfill - C&D Disposal History	
Year	Disposal Rate
2020 Disposal Rate - 7/1/20	\$70.00
2019 Disposal Rate - 7/1/19	\$62.50
2018 Disposal Rate - 7/1/18	\$57.00
2017 Disposal Rate - 1/1/17	\$69.50
2016 Disposal Rate - 7/1/16	\$57.00
2015 Disposal Rate - 7/1/15	\$49.00



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: G.11
SUBJECT: Final Acceptance and Notice of Completion of Public Improvements for Subdivision Final Map 5075, Calwest Phase 1

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, accepting the public improvements associated with Subdivision Final Map 5075, Calwest Phase 1, constructed by Lennar Homes of California, as complete and authorize the City Clerk to file a Notice of Completion.

Staff Contact

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

Fiscal Impact

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

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

Est. GASB34 category	Calwest Phase 1 (SM #5075)
Road	\$1,000,000
Water	\$450,000
Recycled Water	\$120,000
Sewer	\$300,000
Storm Drain	\$600,000

Background

On April 14, 2015, City Council approved the tentative map and development agreement for development of the 44.97-acre Calwest Development with 225 single family lots in total.

With the approval of the phase 1 Final Map 5075 (74 lots) on November 1, 2016, Lennar Homes and the City entered into a Subdivision Improvement Agreement, a contract to construct in-track subdivision improvements and offsite improvements to serve the property. Improvement plans were approved on December 17, 2015 and construction began in spring of 2016.

Discussion

As of January 2021, Lennar Homes of California has completed the infrastructure improvements associated with Phase 1 development to the satisfaction of the City Engineer, the Public Works and Community Development Departments. The work was designed to City Standard Specifications and the improvements were inspected by the City during construction. Following Council acceptance, the City Clerk will file a Notice of Completion for the completed items initiating release of the developer's performance and payment securities for these improvements. The developer has provided a warranty security to correct any defects identified during the warranty timeframe of one year following the filing of the Notice of Completion.

Conclusion

Staff recommends that the City Council adopt Resolution No. _____, accepting the public improvements associated with Subdivision Final Map 5075, Calwest Phase 1, constructed by Lennar Homes of California, as complete and authorize the City Clerk to file a Notice of Completion.

Prepared by: Ed Wisniewski, Associate Civil Engineer

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



Ken Hiatt
City Manager

Attachments:

1. Resolution
2. Location Map

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
ACCEPTING PUBLIC IMPROVEMENTS FOR SUBDIVISION MAP NUMBER 5075
(CALWEST PHASE 1)**

WHEREAS, on April 14, 2015, the City Council approved the Tentative Map and Development Agreement for the Calwest Development with 225 single family lots in total; and

WHEREAS, on November 1, 2016, the City Council approved Final Subdivision Map #5075 (Calwest Phase 1); and

WHEREAS, Lennar Homes of California entered into a subdivision improvement agreement to construct the infrastructure necessary to serve the development permitted by the Map (the “improvements”) and furnished bonds to ensure the timely completion of the improvements; and

WHEREAS, on December 17, 2015, the City Engineer approved the improvement plans for Calwest Phase 1 (Subdivision Map No. 5075); and

WHEREAS, as of January 2021, Lennar Homes of California, has completed the Improvements; and

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

WHEREAS, Lennar Homes of California has requested that the City accept those Improvements that have been completed;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

Section 1. The City Council hereby accepts those Improvements constructed as shown on the improvement plans entitled “Improvement Plans for Calwest - Phase 1 (Subdivision #5075)” and approved by the City Engineer on December 17, 2015.

Section 2. The City Council hereby authorizes the City Clerk to file the Notice of Completion and release the developer’s securities held for the completion of public improvements associated with the Calwest Phase 1 (Subdivision Map No. 5075) Project.

Section 3. Through adoption of this resolution, the City of Woodland does not waive any of its rights, or obligations of Lennar Homes of California, or any other entity, under the conditions of approval for the Map, any associated development agreement, reimbursement agreement, participation agreement, or under any other document, ordinance or applicable law.

Section 4. The adoption of this resolution shall not be deemed to cure any breach by Lennar Homes of California, or any other entity of its obligations under the Map or any other document, ordinance, or applicable law.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 19th day of January, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney

Main Street

East Main Street



College Street

East Street

Bourne Dr.

To Sacramento

I-5

Gibson Road



East Gibson Road

Farmers Central Road

Cal West Phase 1
Subdivision 5075

Heritage Parkway

Harry Lorenzo Ave

HWY 113

To Davis



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: H.12
SUBJECT: Update on COVID-19 Response and Preparedness

Recommendation for Action: Staff recommends that the City Council receive an update and discuss the current status of the COVID-19 pandemic and the community's actions to prepare and respond to issues resulting from the emergency. As part of the update, Yolo County Health Officer, Dr. Amiee Sisson, will be providing updated information on the current Health Orders, status of the coronavirus cases in the community, as well as the latest information regarding distribution of the vaccines.

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

Ken Hiatt
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: H.13
SUBJECT: SB 1383 (Short-lived Climate Pollutants) Presentation

Recommendation for Action: Staff recommends that the City Council receive a presentation on new state regulations related to SB 1383 (Short-Lived Climate Pollutants) focused on landfill-generated methane emissions reductions, including food waste prevention and edible food recovery.

Staff Contact:

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

Fiscal Impact:

There is no fiscal impact.

Background:

In September 2016, Governor Brown signed into law SB 1383, establishing methane emissions reduction targets in a statewide effort to reduce short-lived climate pollutants (SLCP) resulting from the decomposition of organic waste in landfills—one of the largest contributors to greenhouse gas emissions in California. Reducing SLCPs are essential to address impacts of climate change on human health and on the environment.

SB 1383 establishes targets to achieve a 50 percent reduction in statewide disposal of organic waste from the 2014 level by 2020 and a 75 percent reduction by 2025. The law also establishes targets to achieve a 20 percent reduction in currently disposed edible food by 2025.

SB 1383's prescriptive approach to implementing these requirements entails significant outreach and education, program design and implementation, and increased enforcement mechanisms by all jurisdictions throughout California. Jurisdictions are required to begin implementing these new program requirements by January 1, 2021 and to implement enforcement beginning January 1, 2022.

Committee Recommendation:

The Sustainability Advisory Committee received this presentation at the November 18, 2020 meeting. They will continue to be involved and updated on future developments.

Conclusion:

Staff recommends that the City Council receive a presentation on new state regulations related to SB 1383 (Short-Lived Climate Pollutants) focused on landfill-generated methane emissions reductions, including food waste prevention and edible food recovery.

Prepared by: Rosie Ledesma, Environmental Resource Analyst

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



Ken Hiatt
City Manager

Attachments:

1. Presentation

SB 1383

Reducing Short-Lived Climate Pollutants in California



An Overview of SB 1383's
Organic Waste Reduction
Requirements



California Climate Strategy

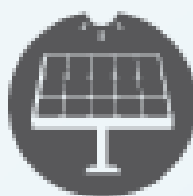
SB 1383 is one of six goals set to reach California's GHG emissions reduction target



**Reducing Greenhouse Gas Emissions
to 40% Below 1990 Levels by 2030**

VISION

GOALS



**50%
renewable
electricity**



**50%
reduction
in petroleum
use in vehicles**



**Double energy
efficiency savings
at existing buildings**



**Carbon
sequestration
in the land base**



**Reduce
short-lived
climate pollutants**



**Safeguard
California**



CLIMATE CHANGE NEGATIVELY IMPACTS CALIFORNIA

Landfilled Organic Waste Emits
**Methane Gas—
A Super Pollutant**
More Powerful than CO2
Contributes to Climate Change



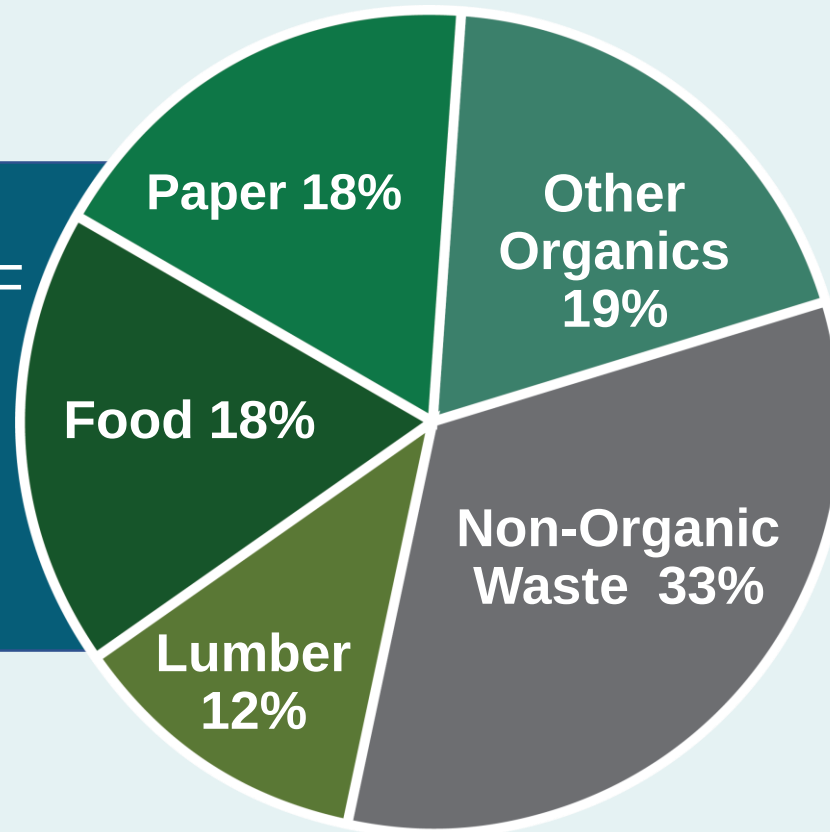
CALIFORNIA
is already experiencing
the impacts of
CLIMATE CHANGE

IN 2015 THE DROUGHT COST THE
AGRICULTURE INDUSTRY IN THE
CENTRAL VALLEY AN ESTIMATED
\$2.7 BILLION & 20,000 JOBS



Organic Waste Is the Largest Waste Stream in California

CALIFORNIA DISPOSED OF
APPROXIMATELY
27 MILLION TONS OF
ORGANIC WASTE IN 2017



California's Waste Stream

IN CALIFORNIA, MILLIONS ARE
FOOD INSECURE

1 IN 8 CALIFORNIANS
1 IN 5 CHILDREN



CALIFORNIA THROWS AWAY
MORE THAN 6 MILLION TONS
OF FOOD WASTE EVERY YEAR!



SB 1383 IN ACTION

LOCAL GOVERNMENT ROLES AND RESPONSIBILITIES

SB 1383 doesn't just apply to waste management and recycling departments.

Every local department plays a role in SB 1383 implementation.



COLLECTION SERVICES & OUTREACH



Jurisdiction Requirements



Organics Collection Services

- Required for ALL generators
- Must mandate automatic services
- Match state color coding system
 - Change organics cart lids to green
 - Also applies to commercial bins and roll-offs
- Provide labels for all bins
- Contamination monitoring and reduction



Outreach & Education

- Must provide print, electronic, or direct communication to all generators
- Outreach to edible food generators regarding donation organizations
- Must be in multiple languages



PROCUREMENT REQUIREMENTS



Procure Recyclable and Recovered Organic Products

Annual Procurement of Compost, Renewable Natural Gas & Electricity derived from organics recycling process

Paper Procurement

- Recycled Content
- Recyclability

Also...



Construction & Demolition Ordinance



Model Water Efficient Landscape Ordinance (MWELO)



INFRASTRUCTURE REQUIREMENTS



Evaluating Current Infrastructure and Planning New Compost and AD Facilities and Edible Food Recovery



EDIBLE FOOD RECOVERY PROGRAM



Jurisdiction Requirements

Identify Existing
Food Recovery
Capacity &
Expand if
Needed

Food
Delivery
Services



Local
Governments



Commercial
Generators



Provide Outreach to
Ensure Commercial
Food Generators
Have Access
to Food
Recovery
Services

Food
Banks
and
Pantries



Monitor
& Inspect
Food Generators
for Compliance
& Food Safety
Measures



Health
Department

Food
Recovery
Services



Food
Recovery
Kitchens



Local Food
Policy
Council



Provide
Reporting &
Enforcement
Mechanisms



INSPECTION AND ENFORCEMENT REQUIREMENTS



Monitor Compliance & Conduct Enforcement

Ordinance (2022)



Adopt an Ordinance
(Must include
Enforcement
Mechanism)

Monitoring & Education (2022-2024)



Annual
Compliance
Reviews,
Route Reviews,
Inspections,
Educate Violators

Monitoring & Enforcement (2024)



Notice of
Violations,
Penalties for
Violators



STATE ENFORCEMENT



CalRecycle Oversight Begins 2022



**Oversee and Monitor
for Compliance
Jurisdiction Review**



If Violations

- Issue Notices of Violation
- May Authorize Corrective Action Plan

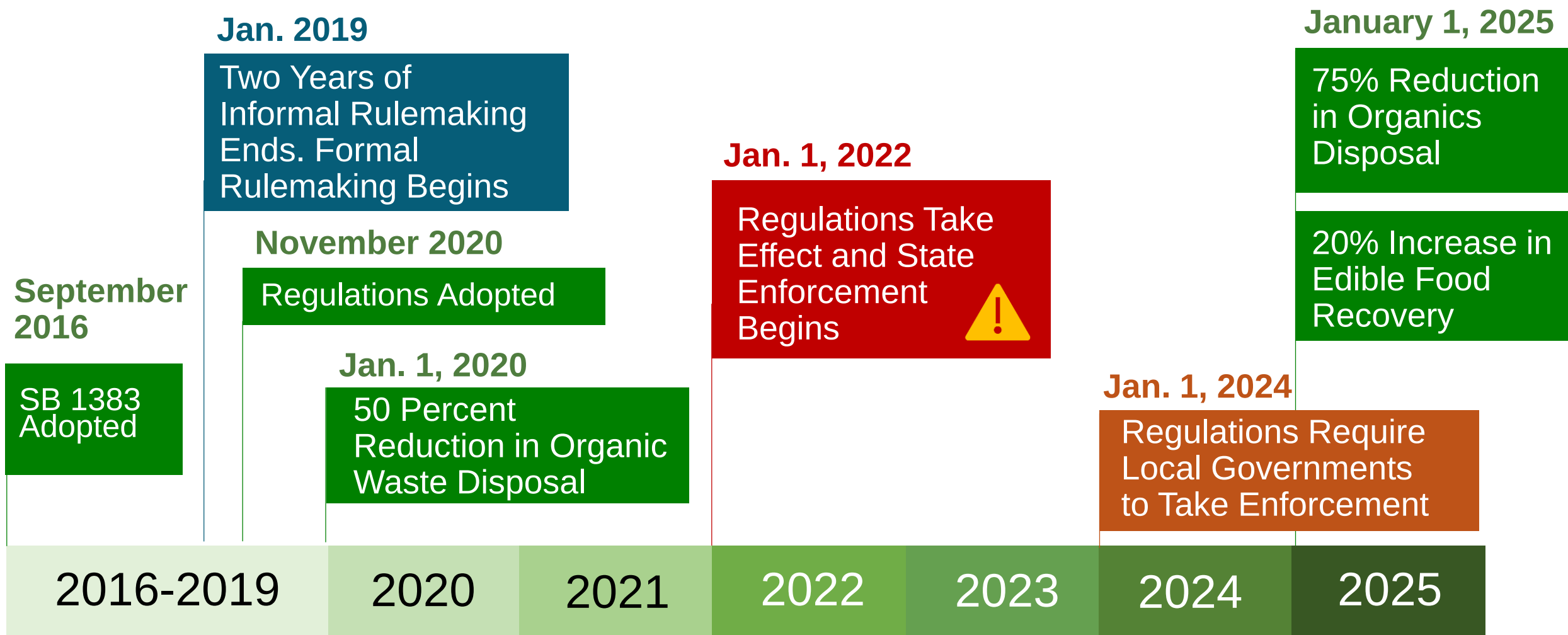


Penalties Assessed

- Up to \$10,000 per violation per day



SB 1383 Key Implementation Dates



Questions?



Rosie Ledesma
Environmental Resource Analyst



<https://www.calrecycle.ca.gov/organics/slcp>





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 19, 2021
ITEM #: H.14
SUBJECT: Appointment of Council Member to fill District 3 Vacancy

Recommendation for Action: Staff recommends that the City Council complete the appointment process by selecting one of the candidates to fill the vacant District 3 Council seat.

Discussion

As part of the appointment option, the Council selected Mayor Stallard and Council Member Fernandez to serve as the Ad-Hoc Committee to develop the application materials, screen applicants and take all other necessary actions that would enable the appointment process to be successful. The deadline to receive applications was January 7, 2021. A total of five Woodland citizens submitted applications for the vacant District 3 Council seat. Applicants include:

Timothy Blank
Terry East
Bobby Harris
Tara Figueroa
Tanya Garcia-Cadena

Applications for the five candidates can be viewed on the City of Woodland website at www.cityofwoodland.org/1270/District-3---Vacant.

On January 11th, the Ad-Hoc Committee conducted interviews with three of the candidates. In order to encourage community participation in the process, the Ad-Hoc Committee worked with the League of Women Voters to organize a Candidates Forum the evening of January 14th. The League developed a series of questions for each candidate and conducted the Forum via Zoom. The Forum was presented over the WAVE Channel 21 and video streaming through the City's website. A recording of the Forum will be available on the City's website as soon as it is made available from the League of Women Voters.

The Ad-Hoc Committee will be meeting prior to the January 19th City Council Meeting to discuss the qualifications of the candidates and prepare a recommendation to the City Council.

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

Ken Hiatt
City Manager

Attachments:

None