



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

October 19, 2021
6:30 PM

CITY COUNCIL

PLEASE NOTE: The October 19, 2021 Woodland City Council meeting will be conducted pursuant to Government Code section 54953(e), which allows the City to hold meetings via teleconference during a proclaimed state of emergency, when state or local officials have imposed or recommended measures to promote social distancing.

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

Or Phone: US: +16699006833,,99759026181#

Or Telephone: Dial: US : +1 669 900 6833
Meeting ID: 997 5902 6181

CLOSED SESSION
5:00 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation (Sec. 54956.9)
Name of case: Yolo County Farm Bureau et al. v. City of Woodland et al., Yolo County Superior Court
2. Public Employee Performance Evaluation, Pursuant to Section 54957
Title: City Manager

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING 6:30 PM

C. CALL TO ORDER

D. ROLL CALL

E. PLEDGE OF ALLEGIANCE

F. COMMUNICATIONS - PUBLIC COMMENT

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

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

3. SUBJECT: Long Range Calendar

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

H. CONSENT CALENDAR

4. SUBJECT: Parks & Recreation Commission Meeting Minutes of July 26, 2021

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive July 26, 2021 Parks & Recreation Commission Meeting Minutes.

5. SUBJECT: Community Services Department Quarterly Status Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Community Services Department Quarterly Status Report for the period July through September 2021.

6. SUBJECT: Salary Schedule Effective October 1, 2021

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the City of Woodland Salary Schedule effective October 1, 2021

7. SUBJECT: Woodland Community & Senior Center Audio/Visual Replacement Project

RECOMMENDATION FOR ACTION: Staff recommends that the City Council: (1) Adopt Resolution No. _____, authorizing the City Manager to execute a contract with AVI-SPL in the amount not to exceed \$332,000, and (2) Appropriate \$164,000 from the General Fund (101) and \$332,000 from the Measure F Fund (507).

8. SUBJECT: Funding Assistance for the Yolo County Homeless and Poverty Action Coalition

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, (1) approving an appropriation of \$10,0000 from the Housing Monitoring Fund (358) to support the operations of the Yolo County Homeless and Poverty Action Coalition and (2) authorizing the City Manager to execute any agreements, contracts, or related/required documents that may be necessary for the City funding assistance.

9. SUBJECT: Submittal of State Homekey Application for Permanent Supportive Housing Project

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the submittal of a State Homekey grant application for up to \$16,000,000 to support the purchase of modular housing units for the 61-unit Permanent Supportive Housing project at the East Beamer Way development site.

I. REPORTS OF THE CITY MANAGER

10. SUBJECT: 2022 Spring Lake Parks Project, CIP 20-03; Spring Lake Park Master Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, reviewing and approving the attached Master Plan for Spring Lake Park.

11. SUBJECT: 2022 Spring Lake Parks Project, CIP 20-03; Jack Slaven Park Master Plan

RECOMMENDATION FOR ACTION: Staff recommends the City Council adopt Resolution No. _____, to review and approve the attached Master Plan for Jack Slaven Park.

12. SUBJECT: 2022 Spring Lake Parks Project, CIP 20-03; Rick Gonzales Sr. Park Master Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to review and approve the attached updated Master Plan for Rick Gonzales Sr. Park.

J. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority Meeting of the City of Woodland scheduled for Tuesday, October 19, 2021 was posted on Friday, October 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.

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such requests must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st.

Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 19, 2021
ITEM #: G.3
SUBJECT: Long Range Calendar

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

Staff Contact:

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

Background:

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

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

UPDATED COUNCIL LONG RANGE CALENDAR

NOVEMBER 2ND

REGULAR MEETING

City Council Meeting Minutes of October 5, 2021 and October 19, 2021

Native American Heritage Proclamation

West Woodland Safe Routes to School CIP 17-09 Final Acceptance and Notice of Completion

Permanent Supportive Housing, CIP 19-22; Approve budget appropriation and increase contract contingency

Job description updates:

- CCTV Specialist and Tech (new)
- UMW 3-4 (Updated)
- Senior UMW (Updated)

Water Refunding Bond

1st reading of Fireworks Ordinance

Quarterly Budget Update

ARP Spending Plan

NOVEMBER 16TH

REGULAR MEETING

Presentation - Freshman Leadership Academy

Fire Quarterly Report

Police Quarterly Report

Prudler Subdivision Sports Park CFD Annexation

Prudler Subdivision Maintenance CFD

2nd reading of Fireworks Ordinance

Approve plans & specs and Authorize Bidding for the Outfall Culverts Replacement Project; CIP# 20-06

Approve plans & specs and Authorize Bidding for the 2022 Water and Sewer Replacement Project; CIP# 20-06

Approve water system contract with BSK Associates for 2022 water quality testing services

Approve WPCF UV Lighting Contract with Trojan

Tree Ordinance Amendments Update

DECEMBER 7TH

REGULAR MEETING

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

Outdoor Dining Parklet - Temporary Ordinance

Approve water system contract with BSK Associates for 2022 water quality testing services

Update and 1st reading on SB 1383 Implementation

Future Topics / Study Sessions:

TBD

Woodland Research Technology Park – EIR Specific Plan Adoption (December)

Presentation on 2020 Census Data (TBD)

Waste Management Residential Smart Truck (TBD)

Rule 20A Undergrounding District (TBD)

Comprehensive Zoning Update (Spring/Summer 2022)



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 19, 2021
ITEM #: H.4
SUBJECT: Parks & Recreation Commission Meeting Minutes of July 26, 2021

Recommendation for Action: Staff recommends that the City Council receive the July 26, 2021 Parks & Recreation Commission Meeting Minutes.

Staff Contact:

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

Discussion:

The Parks & Recreation Commission held its last meeting on September 26, 2021. At this meeting, the Parks & Recreation Commission approved the minutes from the July 26, 2021 Parks & Recreation Commission meeting.

Conclusion:

Staff recommends that the City Council receive the July 26, 2021 Parks & Recreation Commission Meeting Minutes.

Prepared by: Kris Bain, Community Services Program Manager



Ken Hiatt
City Manager

Attachments:

1. Parks & Recreation Commission Minutes July 26, 2021

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission –

Monday, July 26, 2021

6:30 PM

A. NOTICE

1. PLEASE NOTE: The May 24, 2021 Parks & Recreation Commission will be conducted pursuant to the Governor's Executive Order N-29-20. The meeting will be held via teleconference and Commission 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 Parks & Recreation Commission 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 Commission 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) 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 Krista Bain at krista.bain@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. <https://zoom.us/j/97037739346> Or Dial: +1 669 900 6833 Meeting ID: 970 3773 9346

B. CALL TO ORDER

Meeting called to order at 6:30 PM

C. ROLL CALL

Commissioners Members Present: Chairperson Rashid Ali, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Commissioner Henry Murrieta

Absent: None

Excused: Vice Chairperson Magalean Martin

D. PLEDGE OF ALLEGIANCE

E. COMMUNICATIONS - PUBLIC COMMENT

None

F. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Commission Members/Staff.

G. PRESENTATION

None

H. BUSINESS ITEMS

None

I. COMMITTEE REPORTS

2. Standing Committee Report
 - Facilities Committee
 - Program & Department Evaluation
 - Budget & Finance Committee

- Urban Forest Committee
- Volunteerism Committee

No updates at this time.

J. CONSENT CALENDAR

3. Approve Minutes for June 28, 2021

On a motion by Commissioner Rashid Ali to approve the minutes for June 28, 2021 as written, seconded by Commissioner Jon-Paul Valcarengghi and carried unanimously.

Ayes: Chairperson Rashid Ali, Commissioner Jon-Paul Valcarengghi, Commissioner Carla White-Snyder, Commissioner Henry Murrieta

Noes: None

Absent: Vice Chairperson Magalean Martin

K. OTHER BUSINESS

4. Commission Absence Requests

No requests at this meeting

5 Election of Officers

6 Committee Assignments

7 Discuss and Review Workplan

Tabled Election of Officers, Committee Assignments and Discuss and Review Workplan to the September meeting. Commissioner Henry Murrieta will be on the Financial Committee. The rest of the assignments will be reviewed and updated at the September meeting.

L. REPORT OF THE STAFF

8 Quarterly Report

Verbal updates provided by Staff.

9 Community Services Staff Report for Jul 28, 2021

Verbal updates provided by Staff.

M. NEXT MEETING

10. September 27, 2021

N. ADJOURN

On a motion by Commissioner Carla White-Snyder to adjourn the meeting at 7:05 p.m., seconded by Commissioner Jon-Paul Valcarengghi and carried unanimously.

Ayes: Chairperson Rashid Ali, Commissioner Jon-Paul Valcarengghi, Commissioner

Carla White-Snyder, Commissioner Henry Murrieta

Noes: None

Absent: Vice Chairperson Magalean Martin



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 19, 2021
ITEM #: H.5
SUBJECT: Community Services Department Quarterly Status Report

Recommendation for Action: Staff recommends that the City Council receive the Community Services Department Quarterly Status Report for the period July through September 2021.

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

Background: This quarterly status report covers the period of July through September 2021. This 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 for the period July through September 2021.

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director

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. Community Services FY 22 Quarter 1 Status Report

Community Services Department First Quarter Report FY 22

The following provides a summary of the Community Service Department's programs, activities, and events for July-September 2021. This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document.

QUARTERLY HIGHLIGHTS

- The Summertime Fun Club program had 160 participants utilizing three park sites. There were also 7 volunteers who accumulated over 1,757 hours in community service time assisting with this program.
- The Adult Lap Swim program recorded 4,490 participant hours and 4,490 sign-ins.
- Approximately 79,054 participant hours were recorded for aquatics; youth, teen and adult recreation classes, and adult sports.
- Approximately 800 people attended events at the Community & Senior Center during facility rentals.
- Over 160 softball and baseball teams participated in tournaments at the Woodland Sports Park.
- Senior Center programs totaled 4,967 in participant hours.

PROGRAM MARKETING

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

- Direct Marketing: Staff directly marketed activities onsite to students and parents of Lee and Douglass Middle Schools. Flyers, posters, and banners were distributed directly to new middle school students during orientation. Staff also promoted the fall adult softball league with flyers, digital flyers and emails, and banners to current and past participants.
- School Flyers: One school flyer (September 2021) was distributed to WJUSD students digitally to promote fall activities and programs. All school flyers are distributed in English and Spanish.
- Social Media: The Department utilizes Facebook and Instagram to advertise upcoming events and recreation programs.
- Special Events: Staff attended the weekly Farmer's Market event in July and August to promote upcoming programs. The Rec2Go van also attended events including a Unidos event, National Night Out at Jack Slaven Park, and the Antique Fire Truck Parade in the Beamer Park area.
- Senior Newsletter: The Senior Gram newsletter is mailed to 370 households each month and is available online.

FACILITIES

Community & Senior Center Facility Reservations

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

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	14	5
Approximate Participants	815	200
Total Fees	\$12,335	\$14,667 (waived)

Tournaments

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

Tournament Rentals of Sports Park	
Number of Rentals	8
Number of Teams	168
Total Fees Collected	\$27,300

PARKS

Parks and urban forestry projects during the first quarter include:

Parks and Recreation Facility Improvement Projects

Park/Recreation Facility	Projects Completed
Community & Senior Center	Pressure washed sidewalks, walls, patios, and furniture. Cleaned fountain and rebuilt tablet chlorinator unit. Repainted and resealed art & craft room floor. Installed bottle fillers and water chillers to the facility's drinking fountains. Installed bike racks in front of the building. Replaced lobby waterfall pump, re-piped existing plumbing, and installed float valves for lobby waterfalls. Moved Senior Center Inc. Century Club tree from library, patched and painted wall. Reconfigured second SCI tree in lobby to make room for the other.
Beamer Park	Installed bark in the landscaped areas of the park.
City Park	Installed bark in the landscaped areas of the park. Removed old picnic area and laid a new concrete pad with a new barbecue.
Dave Douglass Park	Installed bark in the landscaped areas of the park.
Dog Park	Refinished exterior of the bulletin board case

Everman Park	Installed new cameras for park safety. Installed a protective cage over electrical meter.
Ferns Park	Installed a frost-resistant drinking fountain near play structure.
Harris Park	Installed new cameras for park safety.
Sports Park	Installed new shade fabric over the bleachers of Field C.
Traynham Park	Installed additional trash can in the park.

Volunteer Work Day at Crawford Park: Parks & Recreation Commissioner Henry Murrieta (a member of the pickleball group) organized a work-day Friday, July 9 at Crawford Park. The volunteers, which consisted of 15 members from the pickleball group, power washed the courts and fixed cracks in the playing surface. Additionally, the volunteers repaired the fencing, removed weeds, and cleaned up accumulated dirt and trash in the area.

National Chlorine Shortage: In early July a decision was made to close Jack Slaven Water Park in order to conserve liquid chlorine for use at Charles Brooks Community Swim Center. As a result of a public announcement about the closure, the general operations manager of True Value Regional Distribution Center (John Camacho) contacted the City to donate almost 400 gallons of chlorine. The City was able to keep the water feature open all summer with the use of the donated chlorine.

Urban Forestry

Casa Linda Oak Removal

In early June, neighbors surrounding an oak located on Casa Linda Drive contacted the City to request an evaluation of the tree for public health and safety concerns. After an extensive risk assessment, the tree was recommended for removal. Staff worked with neighbors and the Tree Foundation prior to the tree's removal. The tree was removed in September. Staff is evaluating reuse options for wood from the tree, such as the creation of a podium for use in the City Council chambers.

Cemetery

Musictown Studio Volunteers

On Saturday, September 11, local business Musictown Studio organized a volunteer group of more than fifty volunteers to clean up the Cemetery. The volunteers placed forty yards of mulch and pulled weeds within the high lots of the Cemetery.

RECREATION ACTIVITIES

Aquatics

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

Aquatics Program	Total Participants	Participant Hours	Fees Collected
Junior Lifeguards	18	300	\$1,530
Lap Swim & Water Aerobics	4,490	4,490	\$3,043
Public Swim*	7,196	21,588	Free Program
Swim Lessons	801	4,156	\$58,068
Woodland Wreckers Swim Team	135	n/a	\$19,767
Pool Scheduling & Reservations	1,050	n/a	\$3,280
Woodland Swim Team (rental)	108	n/a	\$5,730
Total	13,798	30,534	\$91,418

*Program made possible by Measure J

Pool Scheduling & Reservations

During non-programmed hours, the Charles Brooks Community Swim Center is available to reserve for other aquatic activities not affiliated with the City of Woodland. Pool reservation fees account for the facility and safety personnel onsite during the scheduled event.

Woodland Swim Team

Woodland Swim Team is a year round USA Club Team that has rented the Charles Brooks Community Swim Center for practices and meets since 1952. The Woodland Swim Team held regular practices during this quarter and hosted one swim meet. Fees Collected: \$5,730 (\$1,910 monthly rental fee)



Youth & Teen Recreation

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

Youth Recreation Program	Total Participants	Participant Hours	Fees Collected
After School Teen Pack*	296	740	Free Program
Rec2Go*	1,500	4,200	Free Program
Summer at City Hall*	19	852	Free Program
Summer Teen Pack*	36	14,739	\$12,620
Summer Time Fun Club	160	12,800	\$68,832
Summer Time Fun Club Volunteer	7	1,757	\$175
Total	2,018	35,088	\$81,627

*Program made possible by Measure J



*Summer at City Hall participants at Woodland Community College
with WCC Vice President Kasey Gardner*

Contract Classes

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

Contract Class	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)	Total Expense (3 months)	Net Revenue (3 months)
Boxing Youth*	101	1,212	\$1,032	\$2,624	\$(1,592)
Boxing Adult*	50	600	\$1,315	\$3,000	\$(1,685)
Cello Tennis Academy	345	1,032	\$17,766	\$14,423	\$3,344
Country Line Dance	88	704	\$440	\$308	\$132
National Academy of Athletics	31	465	\$1,376	\$0	\$1,376
Pilates	7	60	\$238	\$162	\$76
Pioneer Football Conditioning	62	4,340	\$1,240	\$868	\$372
Playwell Teknologies	33	495	\$8,120	\$5,635	\$2,485
Rock Steady Boxing**	30	435	Free Program	\$1,300	\$(1,300)
Yolo Stage	20	350	\$1,404	\$910	\$494
Yoga	13	99	\$430	\$301	\$129
Total	780	9,792	\$33,361	\$29,530	\$3,831

* Youth Center Enterprise Budget (253) is not used for instructor expenses.

** The City receives a reimbursement from the Woodland Recreation Foundation for the Rock Steady expenses

Adult Sports

Adult sports offered through the City include drop-in sports as well as organized softball, basketball, and volleyball leagues. Gym sports and drop-in sport (open gym) sports have been put on hold until further notice (as a result of the indoor mask requirement); however, participation information on adult softball is provided below.

League Sports	Teams	Total Participants	Participant Hours	Fees Collected
Softball (summer league)	35	455	3,640	\$17,640
Total		455	3,640	\$17,640



Woman participant in Adult Co-ed softball league

SENIORS

Programs at the Woodland Senior Center include art classes; exercise classes; games; leisure programs and activities; education resources; support groups, and special events resulting in a total of 4,967 participant hours during the first quarter. All senior programs have suspended monthly registration fees.

Senior Programs

Programs	Total Sign Ins	Participant Hours	Fees Collected
Art Classes	196	640	Free Programs
Exercise Classes	1,416	2,093	Free Programs
Games	959	1,994	Free Programs
General Programs	81	162	Free Programs
Support Groups	28	78	Free Programs
Total	2,680	4,967	

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 first quarter are provided below.

Community Development Block Grant (CDBG 2021/22 Action Plan)

The City Council approved the Action Plan on July 20, 2021 with following funding allocations.

Activities Funded through CDBG 2021/22 Action Plan

Applicant	Activity Name	Funding
Construction Activities		
City of Woodland	Library ADA Restrooms Upgrades	\$40,000
City of Woodland	ADA Accessibility Project	\$196,646
CommuniCare Health Centers	Garden & Outdoor Classroom	\$8,000
Friends of the Mission	Affordable Housing Security Fencing/Gates	\$35,000
Public Service Activities		
Yolo Community Care Continuum	New Dimensions Supported Housing	\$7,335
Short Term Emergency Aid Committee	Woodland Homeless Prevention Program	\$6,000
Meals on Wheels Yolo County	Home Delivered Meals Program	\$11,000
Yolo Wayfarer Center	Emergency Shelter Services	\$11,000
Northern CA Children's Therapy Center	Project Hope for Children	\$10,000
Legal Services of Northern California	Fair Housing Services	\$6,000
Yolo County Children's Alliance	MediCal & CalFresh Enrollment & Retention	\$6,000
Empower Yolo	Shelter Services	\$7,736
Yolo Food Bank	Nurture Woodland	\$11,000

CDBG CV3 (Federal CARES Act)

The City Council approved the following CDBG CV3 funding allocations on July 20, 2021.

City of Woodland, Utility Assistance Program - \$172,917

Lower income owner-occupied households will receive up to six consecutive months of utility assistance in a total amount not to exceed \$480 per household. The City has experienced an increase in the number of delinquent utility accounts and expects to exhaust funding budgeted for an existing utility assistance program before the end of the summer.

Yolo Community Care Continuum, COVID-19 Compliance & Service Enhancements - \$76,457

Funds will be used to address licensing and California OSHA (Division of Occupational Safety and Health) regulations which have changed significantly since the pandemic and affected YCCC's programs, implement an electronic health care record system, and acquire safety materials and equipment in order to have the sanitizing and virus protection resources necessary when future health events occur.

Empower Yolo, Resource Center Services - \$20,000

Empower Yolo has experienced a surge of clients who had never sought their services before. These clients who were impacted financially by the pandemic sought assistance with basics such as food, diapers, baby wipes, clothing, and help filling prescriptions. Funding will allow Empower Yolo to continue to offer assistance to the most vulnerable in the community affected by the pandemic.

Yolo County Children's Alliance, Woodland Covid 19 Resource Connection - \$25,000

Funds will be used to assist residents impacted by the pandemic by connecting them to resources and information they need. This would include connecting newly eligible households to MediCal and CalFresh benefits, California's Covid19 Rent Relief Program, Emergency Broadband Benefit program, and other resources.

CommuniCare Health Centers, Food is Medicine: Provide Food Access and Education in the Clinical Context - \$27,000

CommuniCare food programs connect patients to healthy food and each other in order to prevent and manage chronic disease as well as to address social isolation. The pandemic exacerbated food insecurity and social isolation. Funding will be used to expand the Food Education Coordinator assigned to the CommuniCare Food Programs to 0.8 full-time equivalent employment through June 2022 and enable CommuniCare to engage more low- and very low-income patients in direct food education activities in Woodland. Participants will be equipped to grow, prepare, and preserve fruits and vegetables, three skills that decrease household food insecurity and result in healthier diets. Food education will be offered in a multi-class series that brings people together and reduces social isolation.

Yolo Wayfarer Center DBA Fourth and Hope, Behavioral Health Program - \$71,457

Funds will be used to support a Behavioral Health Program Manager position to respond to the increased need for behavioral health services and support arising from the pandemic. The clinician hired will provide direct access to behavioral health supports that have been difficult to access during the pandemic.

Yolo Food Bank, Nurture Woodland: An Equitable, Sustainable Local Food System for the Health and Wellness of All Woodland Residents - \$30,000

During pandemic year 2020, the Yolo Food Bank supplied and distributed more than 3.2 million pounds of food in Woodland, nearly one-third of the 10 million pounds of food recovered, collected, and distributed by the agency. Because the socioeconomic impacts of the pandemic are predicted to linger and the pandemic has exacerbated pre-existing food security challenges and inequities in the local food system, the significant level of food access service provided by Yolo Food Bank over the past 16 months will need to be maintained for the foreseeable future. CDBG-CV3 funds will be used to support these efforts.

Status of CDBG Program Construction Activities

FY 2020/21 Allocations

CommuniCare Health Centers, Garden & Outdoor Class – CommuniCare purchased materials for a shade structure/outdoor classroom that was installed in the garden and outdoor classroom located at the Hansen Family Health Center in Woodland. The shade structure will allow CommuniCare to host health education classes and group therapy visits. Some of the services are traditionally provided inside the clinic, which may reduce anxiety related to care seeking among some patients.

New Hope Community Development Corporation, Cottonwood Meadows Phase S-1 Rehabilitation – New Hope will combine funding allocations awarded for FY 2020/21 and 2021/22 and construct the improvements in 2022. The work will focus on repairing or replacing all dry-rotted T-1-11 siding on the two apartment buildings located at Cottonwood Meadows with cement fiber type materials.

City of Woodland, ADA Accessibility Program – Construction began in July 2021 for the installation of approximately 20 sidewalk, accessible ramps and the work will be completed by late summer or early fall of this year. Funding for the project also includes the FY 2019/20 ADA Accessibility Program allocation.

Friends of the Mission, 925 North Street Water Heater Efficiency – The seven-unit apartment complex provides affordable housing for formerly homeless families and individuals. Tankless water heaters will be installed to replace existing non-tankless units with the energy efficiency rating increasing from 59 to 97 percent. The project will be completed in fall 2021.

Friends of the Mission, Walter’s House Water Heater Efficiency –Walter’s House is a 44-bed transitional housing/treatment program for single women and men. Tankless water heaters will be installed to replace existing non-tankless units with the energy efficiency rating increasing from 59 to 97 percent. The project will be completed in fall 2021.

FY 2019/20 Allocations

City of Woodland, Library ADA Restrooms Upgrades – Construction of ADA improvements for the two public restrooms will be completed in 2022. The remaining funds from the FY 2019/20 allocation, a new allocation for FY 2021/22, program income funds (repaid CDBG loan), and funds remaining from completed CDBG activities will be used to cover the construction costs.

City of Woodland, ADA Accessibility Program – Construction began in July 2021 for the installation of approximately 20 sidewalk, accessible ramps and the work will be completed by late summer or early fall of this year. Funding for the project also includes the FY 2020/21 ADA Accessibility Program allocation.

FY 2018/19 Allocations

Yolo Community Care Continuum, Safe Harbor Rehabilitation – The remaining work for the project will be completed by the end of the year. Safe Harbor offers 24-7 crisis residential services to Woodland residents from experiencing a mental health crisis. This program prevents very low income individuals with a mental illness from becoming homeless and reduces the number of individuals requiring hospitalization.

PARTICIPANT HOURS CALCULATION

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

Participant Hours (PH) is calculated by:

- Drop In Programs: 1 Class meeting (in hours) x Total sign ins
Examples include Water Aerobics & Lap Swim, Badminton, and Night Hoops
- Classes/Camps/Leagues: Total unique participants x total class time (in hours)
Examples include Swim Lessons, Mad Science
- Individual Entry: Each class meeting (in hours) x Total in attendance (adding each day)
Examples include Teens Helping Seniors, Teen Pack
- Event: Total Attendants x Average Time
Examples include ReXpo, 4th of July

Participant hours and participants in this report are listed for the three month reporting period; therefore if 100 participants are listed, the 100 refers to the total participants for the three month

period and could double or triple count the same participants if they participated each month (i.e. drop in volleyball).



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 19, 2021
ITEM #: H.6
SUBJECT: Salary Schedule Effective October 1, 2021

Recommendation for Action: Staff recommends that the City Council approve the City of Woodland salary schedule effective October 1, 2021.

Staff Contact:

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

Fiscal Impact:

The action to approve the salary schedule has no direct fiscal impact.

Background:

The California Public Employees' Retirement System (CalPERS) requires that the City's salary schedule be approved and adopted by the City Council on a quarterly basis. The requested approval by Council will meet the CalPERS requirement for the quarter effective October 1, 2021.

Discussion:

To ensure accurate payroll reporting and related retirement calculations, CalPERS requires the salary schedule to be reviewed and updated by action of the City Council on a quarterly basis. The updated salary schedule for October 1, 2021 is the same as the last one approved by the Council in July 2021.

Conclusion:

Staff recommends that the City Council approve the City of Woodland salary schedule effective October 1, 2021.

Prepared by: Sheila McShane, Human Resources Manager

Reviewed by: Kimberly McKinney, Director of Administrative Services



Ken Hiatt
City Manager

Attachments:

1. 10-01-21 Salary Schedule

CITY OF WOODLAND - SALARY SCHEDULE
Effective October 1, 2021
REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Accountant I *	116	MM	\$4,929.96	\$5,176.45	\$5,435.27	\$5,707.03	\$5,992.38	\$6,292.00		
Accountant II *	120	MM	\$5,441.74	\$5,713.83	\$5,999.51	\$6,299.49	\$6,614.46	\$6,945.19		
Accounting Technician	45	GS	\$4,375.37	\$4,594.14	\$4,823.84	\$5,065.04	\$5,318.29	\$5,584.21		
Administrative Clerk I	28	GS	\$2,875.47	\$3,019.24	\$3,170.20	\$3,328.72	\$3,495.15	\$3,669.91		
Administrative Clerk II	32	GS	\$3,173.98	\$3,332.67	\$3,499.32	\$3,674.28	\$3,857.99	\$4,050.89		
Administrative Clerk III	36	GS	\$3,503.48	\$3,678.66	\$3,862.60	\$4,055.73	\$4,258.53	\$4,471.45		
Administrative Secretary	42	GS	\$4,062.96	\$4,266.12	\$4,479.42	\$4,703.39	\$4,938.56	\$5,185.48		
Administrative Supervisor	47	GS	\$4,596.88	\$4,826.72	\$5,068.05	\$5,321.46	\$5,587.53	\$5,866.91		
Aquatics Coordinator	32	GS	\$3,173.98	\$3,332.67	\$3,499.32	\$3,674.28	\$3,857.99	\$4,050.89		
Aquatics Supervisor	48	GS	\$4,711.79	\$4,947.38	\$5,194.75	\$5,454.49	\$5,727.21	\$6,013.57		
Assist City Manager/Comm & Econ Dev Dir *	Contract		\$12,463.47				\$16,001.30			
Assistant Engineer *	125	MM	\$6,156.82	\$6,464.67	\$6,787.90	\$7,127.30	\$7,483.66	\$7,857.84		
Assistant Planner *	118	MM	\$5,179.52	\$5,438.50	\$5,710.42	\$5,995.95	\$6,295.74	\$6,610.53		
Associate Civil Engineer *	131	MM	\$7,140.03	\$7,497.03	\$7,871.89	\$8,265.47	\$8,678.76	\$9,112.70		
Associate Engineer *	127	MM	\$6,468.52	\$6,791.95	\$7,131.53	\$7,488.12	\$7,862.53	\$8,255.65		
Associate Planner *	124	MM	\$6,006.67	\$6,306.99	\$6,622.35	\$6,953.46	\$7,301.14	\$7,666.20		
Building Inspection Services Manager *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.12	\$8,895.73	\$9,340.51		
Building Inspector I	49	GS	\$4,829.59	\$5,071.07	\$5,324.62	\$5,590.86	\$5,870.39	\$6,163.91		
Building Inspector II	53	GS	\$5,330.96	\$5,597.51	\$5,877.38	\$6,171.25	\$6,479.82	\$6,803.81		
Chief Building Official *	140	MM	\$8,916.92	\$9,362.77	\$9,830.91	\$10,322.45	\$10,838.58	\$11,380.50		
Chief Collection Systems Operator *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.11	\$8,895.73	\$9,340.51		
Chief Plant Operator *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.11	\$8,895.73	\$9,340.51		
Chief Project Engineer *	145	MM	\$10,088.69	\$10,593.11	\$11,122.78	\$11,678.91	\$12,262.85	\$12,875.99		
Chief Water Systems Operator *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.12	\$8,895.73	\$9,340.51		
Children's Librarian II *	118	MM	\$5,179.52	\$5,438.49	\$5,710.43	\$5,995.96	\$6,295.75	\$6,610.53		
City Clerk *	Contract		\$7,630.73				\$10,598.24			
City Engineer *	145	MM	\$10,088.68	\$10,593.11	\$11,122.78	\$11,678.91	\$12,262.85	\$12,875.99		
City Manager *	Contract						\$21,000.00			
Code Compliance Officer I	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Code Compliance Officer II	50	GS	\$4,950.33	\$5,197.84	\$5,457.73	\$5,730.63	\$6,017.15	\$6,318.01		
Communications Manager	131	MM	\$7,140.03	\$7,497.03	\$7,871.89	\$8,265.47	\$8,678.76	\$9,112.70		
Community Development Clerk I	32	GS	\$3,173.98	\$3,332.67	\$3,499.32	\$3,674.28	\$3,857.99	\$4,050.89		
Community Development Clerk II	37	GS	\$3,591.07	\$3,770.63	\$3,959.16	\$4,157.12	\$4,364.97	\$4,583.21		
Community Development Director *	Contract		\$11,305.55				\$14,682.50			
Community Development Technician I	42	GS	\$4,062.96	\$4,266.12	\$4,479.42	\$4,703.39	\$4,938.56	\$5,185.48		
Community Development Technician II	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Community Risk Reduction Specialist I	Base	F	\$4,857.61	\$5,100.71	\$5,355.73	\$5,623.52	\$5,904.68			
Community Risk Reduction Specialist II	Base	F	\$5,223.52	\$5,484.72	\$5,758.95	\$6,046.90	\$6,349.25			
Community Risk Reduction Specialist Senior	Base	F	\$5,783.75	\$6,072.95	\$6,376.60	\$6,695.42	\$7,030.21			
Community Services Director	Contract		\$11,305.55				\$14,682.50			
Community Services Officer *	Base	P	\$4,118.41	\$4,324.33	\$4,540.54	\$4,767.58	\$5,005.96	\$5,256.27		
Community Services Program Manager *	125	MM	\$6,156.82	\$6,464.67	\$6,787.90	\$7,127.30	\$7,483.66	\$7,857.84		
Conservation Coordinator	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Construction Project Manager *	129	MM	\$6,795.99	\$7,135.79	\$7,492.57	\$7,867.21	\$8,260.56	\$8,673.59		
Crime Prevention Specialist *	Base	P	\$4,118.41	\$4,324.33	\$4,540.54	\$4,767.58	\$5,005.96	\$5,256.27		
Deputy Chief ** (aka Police Captain)	Base	PM	\$11,221.32	\$11,782.40	\$12,371.52	\$12,990.11	\$13,639.60	\$14,321.59	\$15,037.67	\$15,789.56
Deputy Director of Community Development *	Contract		\$9,927.40				\$12,727.43			
Deputy Fire Chief	Flat	FM	\$10,993.85	\$11,543.54	\$12,120.72	\$12,726.74	\$13,471.83			
Director of Administrative Services	Contract		\$11,305.55				\$14,682.50			
Economic Development Manager *	136	MM	\$8,078.29	\$8,482.21	\$8,906.32	\$9,351.64	\$9,819.21	\$10,310.17		
Electrical / Signs & Markings Supervisor	67	GS	\$7,532.51	\$7,909.14	\$8,304.59	\$8,719.83	\$9,155.82	\$9,613.61		
Electrician's Assistant	43	GS	\$4,164.54	\$4,372.76	\$4,591.40	\$4,820.98	\$5,062.03	\$5,315.13		
Engineering Aide I	33	GS	\$3,253.33	\$3,416.00	\$3,586.80	\$3,766.13	\$3,954.44	\$4,152.16		

CITY OF WOODLAND - SALARY SCHEDULE

Effective October 1, 2021

REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Engineering Aide II	37	GS	\$3,591.07	\$3,770.63	\$3,959.16	\$4,157.12	\$4,364.97	\$4,583.21		
Engineering Assistant	56	GS	\$5,740.87	\$6,027.91	\$6,329.31	\$6,645.77	\$6,978.06	\$7,326.96		
Engineering Technician I	44	GS	\$4,268.65	\$4,482.09	\$4,706.19	\$4,941.51	\$5,188.58	\$5,448.01		
Engineering Technician II	48	GS	\$4,711.79	\$4,947.38	\$5,194.75	\$5,454.49	\$5,727.21	\$6,013.57		
Engineering Technician III	52	GS	\$5,200.94	\$5,460.98	\$5,734.04	\$6,020.74	\$6,321.78	\$6,637.86		
Environmental Compliance Inspector I	39	GS	\$3,772.86	\$3,961.51	\$4,159.59	\$4,367.56	\$4,585.94	\$4,815.24		
Environmental Compliance Inspector II	43	GS	\$4,164.54	\$4,372.76	\$4,591.40	\$4,820.98	\$5,062.03	\$5,315.13		
Environmental Compliance Specialist	49	GS	\$4,829.59	\$5,071.07	\$5,324.62	\$5,590.86	\$5,870.39	\$6,163.91		
Environmental Resources Analyst *	127	MM	\$6,468.52	\$6,791.95	\$7,131.53	\$7,488.12	\$7,862.52	\$8,255.65		
Environmental Sustainability Manger *	131	MM	\$7,140.03	\$7,497.03	\$7,871.89	\$8,265.47	\$8,678.76	\$9,112.70		
Equipment Service Clerk	32	GS	\$3,173.98	\$3,332.67	\$3,499.32	\$3,674.28	\$3,857.99	\$4,050.89		
Equipment Service Worker	34	GS	\$3,334.67	\$3,501.40	\$3,676.46	\$3,860.29	\$4,053.31	\$4,255.98		
Executive Assistant - Confidential		C	\$4,515.34	\$4,741.11	\$4,978.17	\$5,227.08	\$5,488.43	\$5,762.85		
Facility Maintenance Worker I	35	GS	\$3,418.03	\$3,588.94	\$3,768.38	\$3,956.80	\$4,154.64	\$4,362.38		
Facility Maintenance Worker II	41	GS	\$3,963.87	\$4,162.06	\$4,370.16	\$4,588.67	\$4,818.11	\$5,059.01		
Facility Maintenance Worker III	45	GS	\$4,375.37	\$4,594.14	\$4,823.84	\$5,065.04	\$5,318.29	\$5,584.21		
Finance Clerk I	32	GS	\$3,173.98	\$3,332.67	\$3,499.32	\$3,674.28	\$3,857.99	\$4,050.89		
Finance Clerk II	37	GS	\$3,591.07	\$3,770.63	\$3,959.16	\$4,157.12	\$4,364.97	\$4,583.21		
Finance Clerk III	41	GS	\$3,963.87	\$4,162.06	\$4,370.16	\$4,588.67	\$4,818.11	\$5,059.01		
Finance Director *	Contract		\$9,562.32				\$12,275.28			
Finance Officer *	141	MM	\$9,139.85	\$9,596.83	\$10,076.68	\$10,580.52	\$11,109.55	\$11,665.02		
Finance Specialist	41	GS	\$3,963.87	\$4,162.06	\$4,370.16	\$4,588.67	\$4,818.11	\$5,059.01		
Finance Supervisor	54	GS	\$5,464.23	\$5,737.45	\$6,024.32	\$6,325.54	\$6,641.81	\$6,973.91		
Financial Services Manager	136	MM	\$8,078.29	\$8,482.21	\$8,906.32	\$9,351.64	\$9,819.21	\$10,310.17		
Fire Battalion Chief	Flat	FM	\$9,637.67	\$10,119.54	\$10,625.52	\$11,156.80	\$11,714.64			
Fire Captain	Base	F	\$7,700.13	\$8,085.13	\$8,489.39	\$8,913.86	\$9,359.55			
Fire Chief **	Contract		\$11,305.55				\$14,682.50			
Fire Engineer	Base	F	\$6,682.87	\$7,017.02	\$7,367.88	\$7,736.27	\$8,123.07			
Fire Marshal	Flat	FM	\$9,637.67	\$10,119.54	\$10,625.52	\$11,156.80	\$11,714.64			
Fire Prevention Specialist I (aka Community Risk R	Base	F	\$4,857.61	\$5,100.71	\$5,355.73	\$5,623.52	\$5,904.68			
Fire Prevention Specialist II (aka Community Risk R	Base	F	\$5,223.52	\$5,484.72	\$5,758.95	\$6,046.90	\$6,349.25			
Firefighter	Base	F	\$5,888.46	\$6,182.88	\$6,492.02	\$6,816.63	\$7,157.45			
Firefighter Recruit	Base	F	\$5,299.62							
Fleet & Facilities Manager *	131	MM	\$7,140.03	\$7,497.03	\$7,871.89	\$8,265.48	\$8,678.76	\$9,112.70		
GIS Analyst	62	GS	\$6,657.65	\$6,990.53	\$7,340.05	\$7,707.06	\$8,092.41	\$8,497.03		
GIS Technician I	49	GS	\$4,829.59	\$5,071.07	\$5,324.62	\$5,590.86	\$5,870.40	\$6,163.92		
GIS Technician II	53	GS	\$5,330.96	\$5,597.51	\$5,877.38	\$6,171.25	\$6,479.82	\$6,803.81		
Heavy Equipment Mechanic	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Human Resources Analyst I		C	\$5,494.03	\$5,768.73	\$6,057.16	\$6,360.02	\$6,678.02	\$7,011.93		
Human Resources Analyst II		C	\$6,215.99	\$6,526.79	\$6,853.13	\$7,195.78	\$7,555.57	\$7,933.35		
Human Resources Clerk		C	\$3,468.46	\$3,641.89	\$3,823.99	\$4,015.18	\$4,215.95	\$4,426.74		
Human Resources Manager		C	\$8,777.80	\$9,216.70	\$9,677.52	\$10,161.40	\$10,669.48	\$11,202.95		
Human Resources Technician I		C	\$4,122.90	\$4,329.05	\$4,545.49	\$4,772.77	\$5,011.41	\$5,261.98		
Human Resources Technician II		C	\$4,596.97	\$4,826.82	\$5,068.16	\$5,321.57	\$5,587.65	\$5,867.03		
Industrial Electrical/Electronics Technician	58	GS	\$6,031.50	\$6,333.07	\$6,649.72	\$6,982.21	\$7,331.32	\$7,697.89		
Information Technology Analyst	60	GS	\$6,336.84	\$6,653.69	\$6,986.37	\$7,335.69	\$7,702.47	\$8,087.60		
Information Technology Manager *	138	MM	\$8,487.25	\$8,911.61	\$9,357.20	\$9,825.05	\$10,316.31	\$10,832.13		
Information Technology Technician I	48	GS	\$4,711.79	\$4,947.38	\$5,194.75	\$5,454.49	\$5,727.21	\$6,013.57		
Information Technology Technician II	52	GS	\$5,200.94	\$5,460.98	\$5,734.04	\$6,020.74	\$6,321.78	\$6,637.86		
Infrastructure O & M Superintendent *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.11	\$8,895.73	\$9,340.51		
Junior Engineer *	121	MM	\$5,577.78	\$5,856.67	\$6,149.51	\$6,456.97	\$6,779.84	\$7,118.83		
Junior Planner *	113	MM	\$4,577.95	\$4,806.84	\$5,047.18	\$5,299.54	\$5,564.52	\$5,842.75		
Laboratory & Environmental Compliance Mgr *	129	MM	\$6,795.99	\$7,135.79	\$7,492.57	\$7,867.21	\$8,260.56	\$8,673.59		

CITY OF WOODLAND - SALARY SCHEDULE
Effective October 1, 2021
REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Laboratory Supervisor *	127	MM	\$6,468.52	\$6,791.94	\$7,131.53	\$7,488.12	\$7,862.52	\$8,255.65		
Laboratory Technician I	43	GS	\$4,164.54	\$4,372.76	\$4,591.40	\$4,820.98	\$5,062.03	\$5,315.13		
Laboratory Technician II	47	GS	\$4,596.88	\$4,826.72	\$5,068.05	\$5,321.46	\$5,587.53	\$5,866.91		
Librarian I *	114	MM	\$4,692.40	\$4,927.02	\$5,173.37	\$5,432.03	\$5,703.63	\$5,988.81		
Librarian II *	118	MM	\$5,179.52	\$5,438.49	\$5,710.43	\$5,995.96	\$6,295.75	\$6,610.53		
Librarian III *	122	MM	\$5,717.23	\$6,003.08	\$6,303.25	\$6,618.40	\$6,949.33	\$7,296.80		
Library Services Director *	Contract		\$8,005.77				\$10,277.33			
Library Technical Assistant I	29	GS	\$2,947.35	\$3,094.73	\$3,249.47	\$3,411.94	\$3,582.54	\$3,761.66		
Library Technical Assistant II	33	GS	\$3,253.33	\$3,416.00	\$3,586.80	\$3,766.13	\$3,954.44	\$4,152.16		
Library Technical Assistant III	37	GS	\$3,591.07	\$3,770.63	\$3,959.16	\$4,157.12	\$4,364.97	\$4,583.21		
Light Equipment Mechanic	41	GS	\$3,963.87	\$4,162.06	\$4,370.16	\$4,588.67	\$4,818.11	\$5,059.01		
Literacy Coordinator	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Maintenance Supervisor	53	GS	\$5,330.96	\$5,597.51	\$5,877.38	\$6,171.25	\$6,479.82	\$6,803.81		
Maintenance Worker I	35	GS	\$3,418.03	\$3,588.94	\$3,768.38	\$3,956.80	\$4,154.64	\$4,362.38		
Maintenance Worker II	40	GS	\$3,867.19	\$4,060.55	\$4,263.57	\$4,476.75	\$4,700.59	\$4,935.62		
Maintenance Worker III	44	GS	\$4,268.65	\$4,482.09	\$4,706.19	\$4,941.51	\$5,188.58	\$5,448.01		
Management Analyst I *	120	MM	\$5,441.74	\$5,713.83	\$5,999.51	\$6,299.49	\$6,614.46	\$6,945.19		
Management Analyst II *	125	MM	\$6,156.82	\$6,464.67	\$6,787.90	\$7,127.30	\$7,483.66	\$7,857.84		
Marketing and Business Relations Specialist *	120	MM	\$5,441.74	\$5,713.83	\$5,999.51	\$6,299.49	\$6,614.46	\$6,945.19		
Meter Services Technician	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Office Manager *	115	MM	\$4,809.70	\$5,050.18	\$5,302.70	\$5,567.83	\$5,846.23	\$6,138.54		
Operations and Maintenance Superintendent *	137	MM	\$8,280.26	\$8,694.27	\$9,128.99	\$9,585.43	\$10,064.71	\$10,567.94		
Park Maintenance Technician	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Park Maintenance Worker I	35	GS	\$3,418.03	\$3,588.94	\$3,768.38	\$3,956.80	\$4,154.64	\$4,362.38		
Park Maintenance Worker II	39	GS	\$3,772.86	\$3,961.51	\$4,159.59	\$4,367.56	\$4,585.94	\$4,815.24		
Park Maintenance Worker III	43	GS	\$4,164.54	\$4,372.76	\$4,591.40	\$4,820.98	\$5,062.03	\$5,315.13		
Park Planner *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.11	\$8,895.73	\$9,340.51		
Park Superintendent *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.11	\$8,895.73	\$9,340.51		
Park Supervisor	51	GS	\$5,074.09	\$5,327.79	\$5,594.19	\$5,873.89	\$6,167.59	\$6,475.97		
Planning Manager *	140	MM	\$8,916.92	\$9,362.77	\$9,830.91	\$10,322.45	\$10,838.58	\$11,380.50		
Police Captain **	Base	PM	\$11,221.32	\$11,782.40	\$12,371.52	\$12,990.11	\$13,639.60	\$14,321.59	\$15,037.67	\$15,789.56
Police Chief **	Contract		\$14,237.33				\$18,733.33			
Police Crime and Intelligence Analyst *	Base	PS	\$5,279.81	\$5,543.82	\$5,821.00	\$6,112.05	\$6,417.65			
Police Lieutenant **	Base	PM	\$10,209.61	\$10,720.09	\$11,256.09	\$11,818.91	\$12,409.86	\$13,030.36	\$13,681.87	\$14,365.97
Police Officer **	Base	P	\$6,256.81	\$6,569.64	\$6,898.12	\$7,243.04	\$7,605.19	\$7,985.44	\$8,384.73	
Police Officer Recruit (Non-Safety)	Base		\$5,631.12							
Police Records Manager *	120	MM	\$5,441.74	\$5,713.83	\$5,999.51	\$6,299.49	\$6,614.46	\$6,945.19		
Police Records Specialist *	Base	P	\$3,655.47	\$3,838.21	\$4,030.14	\$4,231.64	\$4,443.23			
Police Records Supervisor	Base	PS	\$4,952.81	\$5,200.44	\$5,460.47	\$5,733.53	\$6,020.21			
Police Sergeant **	Base	PS	\$7,237.73	\$7,599.62	\$7,979.60	\$8,378.58	\$8,797.52	\$9,237.40	\$9,699.27	\$10,184.23
Pool and Recreation Facility Technician (formerly Pool and Facility Technician)	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Pool Facility Technician	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Principal Civil Engineer *	141	MM	\$9,139.85	\$9,596.83	\$10,076.68	\$10,580.52	\$11,109.55	\$11,665.02		
Principal Planner *	136	MM	\$8,078.29	\$8,482.21	\$8,906.32	\$9,351.64	\$9,819.21	\$10,310.17		
Principal Utilities Civil Engineer *	141	MM	\$9,139.85	\$9,596.83	\$10,076.68	\$10,580.52	\$11,109.55	\$11,665.02		
Public Works Director *	Contract		\$11,305.55				\$14,682.50			
Public Works O&M Infrastructure Admin	141	MM	\$9,139.85	\$9,596.83	\$10,076.68	\$10,580.52	\$11,109.55	\$11,665.02		
Purchasing Manager *	123	MM	\$5,860.16	\$6,153.16	\$6,460.83	\$6,783.87	\$7,123.05	\$7,479.21		
Recreation Coordinator	36	GS	\$3,503.48	\$3,678.66	\$3,862.60	\$4,055.73	\$4,258.53	\$4,471.45		
Recreation Superintendent *	131	MM	\$7,140.03	\$7,497.03	\$7,871.89	\$8,265.47	\$8,678.76	\$9,112.70		
Recreation Supervisor	50	GS	\$4,950.33	\$5,197.84	\$5,457.73	\$5,730.63	\$6,017.15	\$6,318.01		
Redevelopment & Housing Analyst I *	120	MM	\$5,441.74	\$5,713.83	\$5,999.51	\$6,299.49	\$6,614.46	\$6,945.19		

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CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Redevelopment & Housing Analyst II *	124	MM	\$6,006.67	\$6,306.99	\$6,622.35	\$6,953.46	\$7,301.14	\$7,666.20		
Redevelopment Manager *	136	MM	\$8,078.29	\$8,482.21	\$8,906.32	\$9,351.64	\$9,819.21	\$10,310.17		
Secretary to City Manager		C	\$4,631.11	\$4,862.68	\$5,105.81	\$5,361.10	\$5,629.16	\$5,910.62		
Senior Accountant *	125	MM	\$6,156.82	\$6,464.67	\$6,787.90	\$7,127.30	\$7,483.66	\$7,857.84		
Senior Application Analyst *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.11	\$8,895.73	\$9,340.51		
Senior Associate Civil Engineer *	134	MM	\$7,689.04	\$8,073.49	\$8,477.17	\$8,901.01	\$9,346.08	\$9,813.38		
Senior Building Inspector	57	GS	\$5,884.39	\$6,178.61	\$6,487.54	\$6,811.91	\$7,152.51	\$7,510.13		
Senior Building Plans Examiner	58	GS	\$6,031.50	\$6,333.07	\$6,649.72	\$6,982.21	\$7,331.32	\$7,697.89		
Senior Center Manager *	120	MM	\$5,441.74	\$5,713.83	\$5,999.51	\$6,299.49	\$6,614.46	\$6,945.19		
Senior Civil Engineer *	138	MM	\$8,487.25	\$8,911.61	\$9,357.20	\$9,825.05	\$10,316.31	\$10,832.13		
Senior Construction Project Manager *	131	MM	\$7,140.03	\$7,497.03	\$7,871.89	\$8,265.47	\$8,678.76	\$9,112.70		
Senior Engineering Assistant	58	GS	\$6,031.50	\$6,333.07	\$6,649.72	\$6,982.21	\$7,331.32	\$7,697.89		
Senior Equipment Mechanic	50	GS	\$4,950.33	\$5,197.84	\$5,457.73	\$5,730.63	\$6,017.15	\$6,318.01		
Senior Human Resources Analyst		C	\$7,148.38	\$7,505.80	\$7,881.09	\$8,275.15	\$8,688.91	\$9,123.35		
Senior Maintenance Worker	45	GS	\$4,375.37	\$4,594.14	\$4,823.84	\$5,065.04	\$5,318.29	\$5,584.21		
Senior Management Analyst *	131	MM	\$7,140.03	\$7,497.03	\$7,871.89	\$8,265.47	\$8,678.76	\$9,112.70		
Senior Planner *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.12	\$8,895.73	\$9,340.51		
Senior Police Records Specialist *	Base	P	\$4,021.00	\$4,222.04	\$4,433.15	\$4,654.83	\$4,887.58			
Senior Signs and Markings Technician	45	GS	\$4,375.37	\$4,594.14	\$4,823.84	\$5,065.04	\$5,318.29	\$5,584.21		
Senior Systems Analyst *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.11	\$8,895.73	\$9,340.51		
Senior Traffic Signal/Street Lighting Tech	60	GS	\$6,336.84	\$6,653.69	\$6,986.37	\$7,335.69	\$7,702.47	\$8,087.60		
Senior Tree Trimmer	45	GS	\$4,375.37	\$4,594.14	\$4,823.84	\$5,065.04	\$5,318.29	\$5,584.21		
Senior Utilities Maintenance Worker (Sewer)	54	GS	\$5,464.23	\$5,737.45	\$6,024.32	\$6,325.54	\$6,641.81	\$6,973.91		
Senior Utilities Maintenance Worker (Water)	54	GS	\$5,464.23	\$5,737.45	\$6,024.32	\$6,325.54	\$6,641.81	\$6,973.91		
Senior Water Pollution Control Operator	67	GS	\$7,532.51	\$7,909.14	\$8,304.59	\$8,719.83	\$9,155.82	\$9,613.61		
Senior Water System Operator	50	GS	\$4,950.33	\$5,197.84	\$5,457.73	\$5,730.63	\$6,017.15	\$6,318.01		
Senior Water/Wastewater Instrumentation Tech	66	GS	\$7,348.79	\$7,716.23	\$8,102.03	\$8,507.13	\$8,932.49	\$9,379.11		
Signs and Markings Tech I	39	GS	\$3,772.86	\$3,961.51	\$4,159.59	\$4,367.56	\$4,585.94	\$4,815.24		
Signs and Markings Tech II	43	GS	\$4,164.54	\$4,372.76	\$4,591.40	\$4,820.98	\$5,062.03	\$5,315.13		
Social Services Manager *	132	MM	\$7,318.53	\$7,684.46	\$8,068.68	\$8,472.12	\$8,895.73	\$9,340.51		
Sports Manager *	125	MM	\$6,156.82	\$6,464.67	\$6,787.90	\$7,127.30	\$7,483.66	\$7,857.84		
Stock Clerk	32	GS	\$3,173.98	\$3,332.67	\$3,499.32	\$3,674.28	\$3,857.99	\$4,050.89		
Storekeeper	35	GS	\$3,418.03	\$3,588.94	\$3,768.38	\$3,956.80	\$4,154.64	\$4,362.38		
Traffic Signal / Street Lighting Technician	56	GS	\$5,740.87	\$6,027.91	\$6,329.31	\$6,645.77	\$6,978.06	\$7,326.96		
Transportation Engineer *	134	MM	\$7,689.04	\$8,073.49	\$8,477.17	\$8,901.01	\$9,346.08	\$9,813.38		
Treatment Plant Mechanic	54	GS	\$5,464.23	\$5,737.45	\$6,024.32	\$6,325.54	\$6,641.81	\$6,973.91		
Treatment Plant Superintendent	137	MM	\$8,280.26	\$8,694.27	\$9,128.99	\$9,585.43	\$10,064.71	\$10,567.94		
Tree Trimmer I	39	GS	\$3,772.86	\$3,961.51	\$4,159.59	\$4,367.56	\$4,585.94	\$4,815.24		
Tree Trimmer II	43	GS	\$4,164.54	\$4,372.76	\$4,591.40	\$4,820.98	\$5,062.03	\$5,315.13		
Underground Utility Service Locator	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Utilities Administrator	141	MM	\$9,139.85	\$9,596.83	\$10,076.68	\$10,580.52	\$11,109.55	\$11,665.02		
Utilities Maintenance Supervisor	53	GS	\$5,330.96	\$5,597.51	\$5,877.38	\$6,171.25	\$6,479.82	\$6,803.81		
Utilities Maintenance Worker I	37	GS	\$3,591.07	\$3,770.63	\$3,959.16	\$4,157.12	\$4,364.97	\$4,583.21		
Utilities Maintenance Worker II	42	GS	\$4,062.96	\$4,266.12	\$4,479.42	\$4,703.39	\$4,938.56	\$5,185.48		
Utilities Maintenance Worker III (Sewer)	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Utilities Maintenance Worker III (Water)	46	GS	\$4,484.75	\$4,708.99	\$4,944.44	\$5,191.67	\$5,451.24	\$5,723.81		
Utilities Maintenance Worker IV (Sewer)	50	GS	\$4,950.33	\$5,197.84	\$5,457.73	\$5,730.63	\$6,017.15	\$6,318.01		
Utilities Maintenance Worker IV (Water)	50	GS	\$4,950.33	\$5,197.84	\$5,457.73	\$5,730.63	\$6,017.15	\$6,318.01		
Wastewater Systems Administrator *	141	MM	\$9,139.85	\$9,596.83	\$10,076.68	\$10,580.52	\$11,109.55	\$11,665.02		
Water / Wastewater Instrumental Technician	62	GS	\$6,657.65	\$6,990.53	\$7,340.05	\$7,707.06	\$8,092.41	\$8,497.03		
Water Pollution Control Facility Superintendent *	141	MM	\$9,139.85	\$9,596.83	\$10,076.68	\$10,580.52	\$11,109.55	\$11,665.02		
Water Pollution Control O-I-T	40	GS	\$3,867.19	\$4,060.55	\$4,263.57	\$4,476.75	\$4,700.59	\$4,935.62		
Water Pollution Control Operator I	51	GS	\$5,074.09	\$5,327.79	\$5,594.19	\$5,873.89	\$6,167.59	\$6,475.97		

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CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Water Pollution Control Operator II	55	GS	\$5,600.84	\$5,880.89	\$6,174.93	\$6,483.67	\$6,807.85	\$7,148.25		
Water Pollution Control Operator III	59	GS	\$6,182.29	\$6,491.39	\$6,815.96	\$7,156.76	\$7,514.61	\$7,890.34		
Water Pollution Control Operator IV	63	GS	\$6,824.08	\$7,165.28	\$7,523.54	\$7,899.72	\$8,294.70	\$8,709.44		
Water Systems Administrator *	141	MM	\$9,139.85	\$9,596.83	\$10,076.68	\$10,580.52	\$11,109.55	\$11,665.02		
Water Systems Operator I	40	GS	\$3,867.19	\$4,060.55	\$4,263.57	\$4,476.75	\$4,700.59	\$4,935.62		
Water Systems Operator II	45	GS	\$4,375.37	\$4,594.14	\$4,823.84	\$5,065.04	\$5,318.29	\$5,584.21		

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

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

CLASSIFICATION			A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Accountant I *	116	MM	26.17	27.48	28.85	30.29	31.81	33.40		
Accountant II *	120	MM	28.88	30.33	31.84	33.44	35.11	36.86		
Accounting Technician	45	GS	25.24	26.51	27.83	29.22	30.68	32.22		
Administrative Clerk I	28	GS	16.59	17.42	18.29	19.20	20.16	21.17		
Administrative Clerk II	32	GS	18.31	19.23	20.19	21.20	22.26	23.37		
Administrative Clerk III	36	GS	20.21	21.22	22.28	23.40	24.57	25.80		
Administrative Secretary	42	GS	23.44	24.61	25.84	27.14	28.49	29.92		
Administrative Supervisor	47	GS	26.52	27.85	29.24	30.70	32.24	33.85		
Aquatics Coordinator	32	GS	18.31	19.23	20.19	21.20	22.26	23.37		
Aquatics Supervisor	48	GS	27.18	28.54	29.97	31.47	33.04	34.69		
Assist City Manager/Comm & Econ Dev Dir *	Contract		66.15				84.93			
Assistant Engineer *	125	MM	32.68	34.31	36.03	37.83	39.72	41.71		
Assistant Planner *	118	MM	27.49	28.87	30.31	31.83	33.42	35.09		
Associate Civil Engineer *	131	MM	37.90	39.79	41.78	43.87	46.07	48.37		
Associate Engineer *	127	MM	34.33	36.05	37.85	39.75	41.73	43.82		
Associate Planner *	124	MM	31.88	33.48	35.15	36.91	38.75	40.69		
Building Inspection Services Manager *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Building Inspector I	49	GS	27.86	29.26	30.72	32.26	33.87	35.56		
Building Inspector II	53	GS	30.76	32.29	33.91	35.60	37.38	39.25		
Chief Building Official *	140	MM	47.33	49.70	52.18	54.79	57.53	60.41		
Chief Collection Systems Operator *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Chief Plant Operator *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Chief Project Engineer *	145	MM	53.55	56.23	59.04	61.99	65.09	68.34		
Chief Water Systems Operator *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Children's Librarian II *	118	MM	27.49	28.87	30.31	31.83	33.42	35.09		
City Clerk *	Contract		40.50				56.25			
City Engineer *	145	MM	53.55	56.23	59.04	61.99	65.09	68.34		
City Manager *	Contract		0.00				111.46			
Code Compliance Officer I	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Code Compliance Officer II	50	GS	28.56	29.99	31.49	33.06	34.71	36.45		

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CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Communication Manager*	131	MM	37.90	39.79	41.78	43.87	46.07	48.37		
Community Development Clerk I	32	GS	18.31	19.23	20.19	21.20	22.26	23.37		
Community Development Clerk II	37	GS	20.72	21.75	22.84	23.98	25.18	26.44		
Community Development Director *	Contract		60.01				77.93			
Community Development Technician I	42	GS	23.44	24.61	25.84	27.14	28.49	29.92		
Community Development Technician II	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Community Risk Reduction Specialist I	Base	F	28.03	29.43	30.90	32.44	34.07			
Community Risk Reduction Specialist II	Base	F	30.14	31.64	33.23	34.89	36.63			
Community Risk Reduction Specialist Senior	Base	F	33.37	35.04	36.79	38.63	40.56			
Community Services Director			60.01				77.93			
Community Services Officer *	Base	P	21.86	22.95	24.10	25.31	26.57	27.90		
Community Services Program Manager *	125	MM	32.68	34.31	36.03	37.83	39.72	41.71		
Conservation Coordinator	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Construction Project Manager *	129	MM	36.07	37.88	39.77	41.76	43.85	46.04		
Crime Prevention Specialist *	Base	P	21.86	22.95	24.10	25.31	26.57	27.90		
Deputy Chief ** (aka Police Captain)	Base	PM	59.56	62.54	65.67	68.95	72.40	76.02	79.82	83.81
Deputy Director of Community Development *	Contract		52.69				67.55			
Deputy Fire Chief	Flat	FM	63.43	66.60	69.93	73.42	77.72			
Director of Administrative Services	Contract		60.01				77.93			
Economic Development Manager *	136	MM	42.88	45.02	47.27	49.64	52.12	54.72		
Electrical / Signs & Markings Supervisor	67	GS	43.46	45.63	47.91	50.31	52.82	55.46		
Electrician's Assistant	43	GS	24.03	25.23	26.49	27.81	29.20	30.66		
Engineering Aide I	33	GS	18.77	19.71	20.69	21.73	22.81	23.96		
Engineering Aide II	37	GS	20.72	21.75	22.84	23.98	25.18	26.44		
Engineering Assistant	56	GS	33.12	34.78	36.52	38.34	40.26	42.27		
Engineering Technician I	44	GS	24.63	25.86	27.15	28.51	29.93	31.43		
Engineering Technician II	48	GS	27.18	28.54	29.97	31.47	33.04	34.69		
Engineering Technician III	52	GS	30.01	31.51	33.08	34.74	36.47	38.30		
Environmental Compliance Inspector I	39	GS	21.77	22.86	24.00	25.20	26.46	27.78		
Environmental Compliance Inspector II	43	GS	24.03	25.23	26.49	27.81	29.20	30.66		
Environmental Compliance Specialist	49	GS	27.86	29.26	30.72	32.26	33.87	35.56		
Environmental Resources Analyst *	127	MM	34.33	36.05	37.85	39.75	41.73	43.82		
Environmental Sustainability Manager *	131	MM	37.90	39.79	41.78	43.87	46.07	48.37		
Equipment Service Clerk	32	GS	18.31	19.23	20.19	21.20	22.26	23.37		
Equipment Service Worker	34	GS	19.24	20.20	21.21	22.27	23.38	24.55		
Executive Assistant - Confidential		C	26.05	27.35	28.72	30.16	31.66	33.25		
Facility Maintenance Worker I	35	GS	19.72	20.71	21.74	22.83	23.97	25.17		
Facility Maintenance Worker II	41	GS	22.87	24.01	25.21	26.47	27.80	29.19		
Facility Maintenance Worker III	45	GS	25.24	26.51	27.83	29.22	30.68	32.22		
Finance Clerk I	32	GS	18.31	19.23	20.19	21.20	22.26	23.37		
Finance Clerk II	37	GS	20.72	21.75	22.84	23.98	25.18	26.44		
Finance Clerk III	41	GS	22.87	24.01	25.21	26.47	27.80	29.19		
Finance Director *	Contract		50.75				65.15			
Finance Officer *	141	MM	48.51	50.94	53.48	56.16	58.97	61.92		
Finance Specialist	41	GS	22.87	24.01	25.21	26.47	27.80	29.19		
Finance Supervisor	54	GS	31.53	33.10	34.76	36.49	38.32	40.23		
Financial Services Manager	136	MM	42.88	45.02	47.27	49.64	52.12	54.72		
Fire Battalion Chief	Flat	FM	55.60	58.38	61.30	64.37	67.59			
Fire Captain	Base	F	44.42	46.65	48.98	51.43	54.00			
Fire Chief **	Contract		60.01				77.93			
Fire Engineer	Base	F	35.47	37.24	39.11	41.06	43.12			
Fire Marshal	Flat	FM	51.15	53.71	56.40	59.22	62.18			
Fire Prevention Specialist I	Base	F	28.03	29.43	30.90	32.44	34.07			

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Effective October 1, 2021
REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Fire Prevention Specialist II	Base	F	30.14	31.64	33.23	34.89	36.63			
Firefighter	Base	F	33.97	35.67	37.45	39.33	41.29			
Firefighter Recruit	Base	F	30.58							
Fleet & Facilities Manager *	131	MM	37.90	39.79	41.78	43.87	46.07	48.37		
GIS Analyst	62	GS	38.41	40.33	42.35	44.46	46.69	49.02		
GIS Technician I	49	GS	27.86	29.26	30.72	32.26	33.87	35.56		
GIS Technician II	53	GS	30.76	32.29	33.91	35.60	37.38	39.25		
Heavy Equipment Mechanic	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Human Resources Analyst I		C	31.70	33.28	34.95	36.69	38.53	40.45		
Human Resources Analyst II		C	35.86	37.66	39.54	41.51	43.59	45.77		
Human Resources Clerk		C	20.01	21.01	22.06	23.16	24.32	25.54		
Human Resources Manager		C	50.64	53.17	55.83	58.62	61.56	64.63		
Human Resources Technician I		C	23.79	24.98	26.22	27.54	28.91	30.36		
Human Resources Technician II		C	26.52	27.85	29.24	30.70	32.24	33.85		
Industrial Electrical/Electronics Technician	58	GS	34.80	36.54	38.36	40.28	42.30	44.41		
Information Technology Analyst	60	GS	36.56	38.39	40.31	42.32	44.44	46.66		
Information Technology Manager *	138	MM	45.05	47.30	49.67	52.15	54.76	57.49		
Information Technology Technician I	48	GS	27.18	28.54	29.97	31.47	33.04	34.69		
Information Technology Technician II	52	GS	30.01	31.51	33.08	34.74	36.47	38.30		
Infrastructure O & M Superintendent *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Junior Engineer *	121	MM	29.61	31.09	32.64	34.27	35.99	37.79		
Junior Planner *	113	MM	24.30	25.51	26.79	28.13	29.54	31.01		
Laboratory & Environmental Compliance Mgr *	129	MM	36.07	37.88	39.77	41.76	43.85	46.04		
Laboratory Supervisor *	127	MM	34.33	36.05	37.85	39.75	41.73	43.82		
Laboratory Technician I	43	GS	24.03	25.23	26.49	27.81	29.20	30.66		
Laboratory Technician II	47	GS	26.52	27.85	29.24	30.70	32.24	33.85		
Librarian I *	114	MM	24.91	26.15	27.46	28.83	30.27	31.79		
Librarian II *	118	MM	27.49	28.87	30.31	31.83	33.42	35.09		
Librarian III *	122	MM	30.35	31.86	33.46	35.13	36.89	38.73		
Library Services Director *	Contract		42.49				54.55			
Library Technical Assistant I	29	GS	17.00	17.85	18.75	19.68	20.67	21.70		
Library Technical Assistant II	33	GS	18.77	19.71	20.69	21.73	22.81	23.96		
Library Technical Assistant III	37	GS	20.72	21.75	22.84	23.98	25.18	26.44		
Light Equipment Mechanic	41	GS	22.87	24.01	25.21	26.47	27.80	29.19		
Literacy Coordinator	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Maintenance Supervisor	53	GS	30.76	32.29	33.91	35.60	37.38	39.25		
Maintenance Worker I	35	GS	19.72	20.71	21.74	22.83	23.97	25.17		
Maintenance Worker II	40	GS	22.31	23.43	24.60	25.83	27.12	28.48		
Maintenance Worker III	44	GS	24.63	25.86	27.15	28.51	29.93	31.43		
Management Analyst I *	120	MM	28.88	30.33	31.84	33.44	35.11	36.86		
Management Analyst II *	125	MM	32.68	34.31	36.03	37.83	39.72	41.71		
Marketing and Business Relations Specialist *	120	MM	28.88	30.33	31.84	33.44	35.11	36.86		
Meter Services Technician	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Office Manager *	115	MM	25.53	26.81	28.15	29.55	31.03	32.58		
Operations and Maintenance Superintendent *	137	MM	43.95	46.15	48.45	50.88	53.42	56.09		
Park Maintenance Technician	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Park Maintenance Worker I	35	GS	19.72	20.71	21.74	22.83	23.97	25.17		
Park Maintenance Worker II	39	GS	21.77	22.86	24.00	25.20	26.46	27.78		
Park Maintenance Worker III	43	GS	24.03	25.23	26.49	27.81	29.20	30.66		
Park Planner *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Park Superintendent *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Park Supervisor	51	GS	29.27	30.74	32.27	33.89	35.58	37.36		
Planning Manager *	140	MM	47.33	49.70	52.18	54.79	57.53	60.41		

CITY OF WOODLAND - SALARY SCHEDULE
Effective October 1, 2021
REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Police Captain ** (aka Deputy Chief)	Base	PM	59.56	62.54	65.67	68.95	72.40	76.02	79.82	83.81
Police Chief **	Contract		75.57				99.43			
Police Crime and Intelligence Analyst *	Base	PS	28.02	29.43	30.90	32.44	34.06			
Police Lieutenant **	Base	PM	54.19	56.90	59.75	62.73	65.87	69.16	72.62	76.25
Police Officer **	Base	P	33.21	34.87	36.61	38.44	40.37	42.39	44.50	0.00
Police Officer Recruit (Non-Safety)	Base		29.89							
Police Records Manager *	120	MM	28.88	30.33	31.84	33.44	35.11	36.86		
Police Records Specialist *	Base	P	19.40	20.37	21.39	22.46	23.58	0.00		
Police Records Supervisor	Base	PS	26.29	27.60	28.98	30.43	31.95	0.00		
Police Sergeant **	Base	PS	38.42	40.34	42.35	44.47	46.70	49.03	51.48	54.06
Pool and Recreation Facility Technician (formerly Pool Facility Technician)	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Pool Facility Technician	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Principal Civil Engineer *	141	MM	48.51	50.94	53.48	56.16	58.97	61.92		
Principal Planner *	136	MM	42.88	45.02	47.27	49.64	52.12	54.72		
Principal Utilities Civil Engineer *	141	MM	48.51	50.94	53.48	56.16	58.97	61.92		
Public Works Director *	Contract		60.01				77.93			
Public Works O&M Infrastructure Admin	141	MM	48.51	50.94	53.48	56.16	58.97	61.92		
Purchasing Manager *	123	MM	31.10	32.66	34.29	36.01	37.81	39.70		
Recreation Coordinator	36	GS	20.21	21.22	22.28	23.40	24.57	25.80		
Recreation Superintendent *	131	MM	37.90	39.79	41.78	43.87	46.07	48.37		
Recreation Supervisor	50	GS	28.56	29.99	31.49	33.06	34.71	36.45		
Redevelopment & Housing Analyst I *	120	MM	28.88	30.33	31.84	33.44	35.11	36.86		
Redevelopment & Housing Analyst II *	124	MM	31.88	33.48	35.15	36.91	38.75	40.69		
Redevelopment Manager *	136	MM	42.88	45.02	47.27	49.64	52.12	54.72		
Secretary to City Manager		C	26.72	28.05	29.46	30.93	32.48	34.10		
Senior Accountant *	125	MM	32.68	34.31	36.03	37.83	39.72	41.71		
Senior Application Analyst *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Senior Associate Civil Engineer *	134	MM	40.81	42.85	45.00	47.24	49.61	52.09		
Senior Building Inspector	57	GS	33.95	35.65	37.43	39.30	41.27	43.33		
Senior Building Plans Examiner	58	GS	34.80	36.54	38.36	40.28	42.30	44.41		
Senior Center Manager *	120	MM	28.88	30.33	31.84	33.44	35.11	36.86		
Senior Civil Engineer *	138	MM	45.05	47.30	49.67	52.15	54.76	57.49		
Senior Construction Project Manager *	131	MM	37.90	39.79	41.78	43.87	46.07	48.37		
Senior Engineering Assistant	58	GS	34.80	36.54	38.36	40.28	42.30	44.41		
Senior Equipment Mechanic	50	GS	28.56	29.99	31.49	33.06	34.71	36.45		
Senior Human Resources Analyst		C	41.24	43.30	45.47	47.74	50.13	52.64		
Senior Maintenance Worker	45	GS	25.24	26.51	27.83	29.22	30.68	32.22		
Senior Management Analyst *	131	MM	37.90	39.79	41.78	43.87	46.07	48.37		
Senior Planner *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Senior Police Records Specialist *	Base	P	21.34	22.41	23.53	24.71	25.94	0.00		
Senior Signs and Markings Technician	45	GS	25.24	26.51	27.83	29.22	30.68	32.22		
Senior Systems Analyst *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		
Senior Traffic Signal/Street Lighting Tech	60	GS	36.56	38.39	40.31	42.32	44.44	46.66		
Senior Tree Trimmer	45	GS	25.24	26.51	27.83	29.22	30.68	32.22		
Senior Utilities Maintenance Worker (Sewer)	54	GS	31.53	33.10	34.76	36.49	38.32	40.23		
Senior Utilities Maintenance Worker (Water)	54	GS	31.53	33.10	34.76	36.49	38.32	40.23		
Senior Water Pollution Control Operator	67	GS	43.46	45.63	47.91	50.31	52.82	55.46		
Senior Water System Operator	50	GS	28.56	29.99	31.49	33.06	34.71	36.45		
Senior Water/Wastewater Instrumentation Tech	66	GS	42.40	44.52	46.74	49.08	51.53	54.11		
Signs and Markings Tech I	39	GS	21.77	22.86	24.00	25.20	26.46	27.78		
Signs and Markings Tech II	43	GS	24.03	25.23	26.49	27.81	29.20	30.66		
Social Services Manager *	132	MM	38.85	40.79	42.83	44.97	47.22	49.58		

CITY OF WOODLAND - SALARY SCHEDULE

Effective October 1, 2021

REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY

CLASSIFICATION	RANGE NO.	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Sports Manager *	125	MM	32.68	34.31	36.03	37.83	39.72	41.71		
Stock Clerk	32	GS	18.31	19.23	20.19	21.20	22.26	23.37		
Storekeeper	35	GS	19.72	20.71	21.74	22.83	23.97	25.17		
Traffic Signal / Street Lighting Technician	56	GS	33.12	34.78	36.52	38.34	40.26	42.27		
Transportation Engineer *	134	MM	40.81	42.85	45.00	47.24	49.61	52.09		
Treatment Plant Mechanic	54	GS	31.53	33.10	34.76	36.49	38.32	40.23		
Treatment Plant Superintendent	137	MM	43.95	46.15	48.45	50.88	53.42	56.09		
Tree Trimmer I	39	GS	21.77	22.86	24.00	25.20	26.46	27.78		
Tree Trimmer II	43	GS	24.03	25.23	26.49	27.81	29.20	30.66		
Underground Utility Service Locator	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Utilities Administrator*	141	MM	48.51	50.94	53.48	56.16	58.97	61.92		
Utilities Maintenance Supervisor	53	GS	30.76	32.29	33.91	35.60	37.38	39.25		
Utilities Maintenance Worker I	37	GS	20.72	21.75	22.84	23.98	25.18	26.44		
Utilities Maintenance Worker II	42	GS	23.44	24.61	25.84	27.14	28.49	29.92		
Utilities Maintenance Worker III (Sewer)	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Utilities Maintenance Worker III (Water)	46	GS	25.87	27.17	28.53	29.95	31.45	33.02		
Utilities Maintenance Worker IV (Sewer)	50	GS	28.56	29.99	31.49	33.06	34.71	36.45		
Utilities Maintenance Worker IV (Water)	50	GS	28.56	29.99	31.49	33.06	34.71	36.45		
Wastewater Systems Administrator *	141	MM	48.51	50.94	53.48	56.16	58.97	61.92		
Water / Wastewater Instrumental Technician	62	GS	38.41	40.33	42.35	44.46	46.69	49.02		
Water Pollution Control Facility Superintendent *	141	MM	48.51	50.94	53.48	56.16	58.97	61.92		
Water Pollution Control O-I-T	40	GS	22.31	23.43	24.60	25.83	27.12	28.48		
Water Pollution Control Operator I	51	GS	29.27	30.74	32.27	33.89	35.58	37.36		
Water Pollution Control Operator II	55	GS	32.31	33.93	35.63	37.41	39.28	41.24		
Water Pollution Control Operator III	59	GS	35.67	37.45	39.32	41.29	43.35	45.52		
Water Pollution Control Operator IV	63	GS	39.37	41.34	43.41	45.58	47.85	50.25		
Water Systems Administrator *	141	MM	48.51	50.94	53.48	56.16	58.97	61.92		
Water Systems Operator I	40	GS	22.31	23.43	24.60	25.83	27.12	28.48		
Water Systems Operator II	45	GS	25.24	26.51	27.83	29.22	30.68	32.22		
TEMPORARY PART-TIME EMPLOYEES - HOURLY WAGES										
			A STEP	B STEP	C STEP	D STEP	E STEP			
Activity Leader I			\$14.00	\$14.25	\$14.50	\$14.75	\$15.00			
Activity Leader II			\$14.75	\$15.00	\$15.25	\$15.50	\$15.75			
Activity Manager			\$15.25	\$15.50	\$15.75	\$16.00	\$16.25			
Cashier			\$14.00	\$14.25	\$14.50	\$14.75	\$15.00			
Counselor			\$14.00	\$14.25	\$14.50	\$14.75	\$15.00			
Intern			\$14.00	\$14.50	\$15.00	\$15.50	\$16.00			
Library Page			\$14.00	\$14.25	\$14.50	\$14.75	\$15.00			
Lifeguard / Aide			\$15.25	\$15.50	\$15.75	\$16.00	\$16.25			
Lifeguard / Instructor			\$15.75	\$16.00	\$16.25	\$16.50	\$16.75			
Pool Manager			\$17.00	\$17.25	\$17.50	\$17.75	\$18.00			
Recreation Facility Aide			\$16.75	\$17.00	\$17.25	\$17.50	\$17.75			
Special Program Coordinator			\$16.50	\$16.75	\$17.00	\$17.25	\$17.50			
Swim Instructor Aide			\$14.00	\$14.25	\$14.50	\$14.75	\$15.00			
			Approved by City Council: October 19, 2021							



TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA: City Council Regular Meeting

DATE: October 19, 2021

ITEM #: H.7

SUBJECT: Woodland Community & Senior Center Audio/Visual Replacement Project

Recommendation For Action: Staff recommends that the City Council: (1) Adopt Resolution No. _____, authorizing the City Manager to execute a contract with AVI-SPL in the amount not to exceed \$332,000, and (2) Appropriate \$164,000 from the General Fund (101) and \$332,000 from the Measure F Fund (507).

Staff Contact

Dallas Tringali, Community Services Manager, (530) 661-2005, dallas.tringali@cityofwoodland.org

Fiscal Impact

The proposed project would be funded from a combination of Measure F, General Fund reserves and Public, Educational and Government (PEG) franchise funding. Of the \$332,000 total project cost, half of the project (\$164,000) will be funded with Measure F funds that were earmarked to assist with fiscal year 20/21 debt service for the Community & Senior Center but were not needed due to collection of sufficient development impact fees, and the remaining half will be paid for from \$60,000 in PEG funding and \$104,000 from General Fund reserve balance.

For ease of tracking and to comply with financial reporting requirements, the entire project will be paid for out of the Measure F fund. Measure F will be reimbursed for half of the project cost through a transfer of money from the General Fund. This process requires an appropriation in the General Fund of \$164,000 to complete the transfer, and appropriation of the entire \$332,000 in Measure F. PEG funds reside in a specific account in the General Fund and will be included as a part of this transfer.

Background

The Woodland Community & Senior Center opened in March 2007, and at the time it was equipped with a modern integrative audio-visual (AV) system, which included:

- A three-projector AV system in the banquet rooms
- A four-projector AV system in the meeting rooms
- A building-wide paging system
- An AV system for the fitness center

These systems are used very often and in many configurations. For renters of the banquet and meeting rooms, it is a built-in way to show presentations or displays for major events (from business meetings to weddings). For City staff, it is a venue for important meetings, including City Council meetings. For patrons of the YMCA fitness center and the Woodland Senior Center, it provides a quality sound system for people exercising to a rhythm. The AV system has been integral to the City's operations.

As AV systems do over time, many components began to fail starting in 2016, which prevented some functionality from occurring. The City contracted with AVI-SPL for maintenance to repair the system. Unlike simple AV systems, the system built is server-based. Some repairs required staff to purchase equipment manufactured in 2006 that was compatible with the other installed components. There are also several obsolete technologies built into the system (like iPod docks and VHS players), along with aging connectivity (wires, cables, etc.). In the YMCA fitness center, staff had to swap out unused components from other areas of the

building just so exercise instructors could play their music.

None of the systems currently function in the way they were designed to and the paging system is no longer functional. For example, it is not possible to have acceptable sound from the original system while projecting the same image on all three screens in the banquet rooms. Additionally, when all three banquet rooms are used for a single presentation, the images projected are low quality images. Staff have implemented “work-arounds” for some of the problems. However, as parts continue to fail and replacements are no longer available, sound and image projections are continually lower quality. Additionally, for large events requiring the use of all three banquet rooms, an external sound system needs to be used because the built-in sound system no longer projects a quality sound.

In early 2021, staff released an RFP for the replacement of the AV systems in the Woodland Community & Senior Center. Four major companies responded and submitted proposals. Of the four companies, AVI-SPL provided the most thoughtful proposal with all of the components that fit the vision of the facility. In addition to a new system, they are also adding in compatibility with today’s technology. Staff stressed to the responding companies that in another 15 years, they want to be in a position to properly maintain and update the system as the years progress.

Discussion

The current AV systems have reached a point where staff are 100% predicting failure in nearly all of the components. This means that its performance will be unpredictable and any maintenance on the system will be reactive. AVI-SPL advised that since the technology is so old, and since everything is controlled by servers, they aren’t able to simply swap out components with compatible equipment. They would need to completely redesign the system in order to regain the minimally-required functionality.

An updated AV system will benefit every department in the City, many partnering agencies and non-profits, Woodland recreational programming, private event renters, seniors, and more. The staff have taken the 15 years’ worth of lessons into its vision of an updated AV system. A few notable upgrades include:

- Integrated wireless microphone systems (for City panels, town halls, Council meetings, etc.)
- Compatibility with virtual meeting systems (Zoom, Google Meet, etc.)
- Updated connectivity (Bluetooth, wireless device connectivity via wifi, HDMI, etc.)
- 7x Digital Laser Projectors
- 7x 137” Dropdown Wide Screens 16:10
- 34 Held Wireless Microphones
- Digitally Tuned Tesira Amplifiers
- Assisted Listening System
- Remote meeting capable (Zoom, Microsoft Teams, Webex)
- All Controlled via easy to use Digital Touch Panels
- 16 zone paging system

Since facility use is currently minimal because of COVID requirements and large events are not anticipated for the remainder of the year, the timing is good to be able to install the new systems as it will minimally impact facility users. Staff anticipates starting this project in November with a completion date before February 28, 2022. The preliminary project timeline is dependent on availability of equipment and parts.

Conclusion: Staff recommends that the City Council: (1) Adopt Resolution No. _____, authorizing the City Manager to execute a contract with AVI-SPL in the amount not to exceed \$332,000, and (2) Appropriate \$164,000 from the General Fund (101) and \$332,000 from the Measure F Fund (507).

Prepared by: Dallas Tringali, Community Services Manager

Reviewed by: Christine Engel, Community Services Director
Evis Morales, Finance Officer

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

Ken Hiatt
City Manager

Attachments:

1. 2021 AV Project Resolution
2. Woodland_ AV Contract

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND 1) AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH AVI-SPL IN THE AMOUNT NOT TO EXCEED \$332,000, AND 2) APPROPRIATE \$164,000 FROM THE GENERAL FUND (101) AND \$332,000 FROM THE MEASURE F FUND (507)

WHEREAS, the Woodland Community & Senior Center opened in March 2007; and

WHEREAS, the facility was built to host large events, modern programs, and important business meetings for Woodland and the Northern California region; and

WHEREAS, a state-of-the-art audio-visual system was built into the meeting rooms, banquet rooms, and fitness center; and

WHEREAS, Woodland Community & Senior Center users rely on the audio-visual systems to be functional as part of continuous quality activities; and

WHEREAS, after 15 years of consistent and frequent use, the audio-visual system has degraded to limited functionality, failing components, and near-obsolescence; and

WHEREAS, while facility use is lower, it creates an opportunity to replace the current audio-visual system with a modern one, without having a significant negative affect on events and programs; and

WHEREAS, the City issued a Request for Proposals for the audio-visual system upgrade of the Woodland Community & Senior Center early 2021; and

WHEREAS, the City received four proposals in response to the RFP; and

WHEREAS, after review of the responsive proposals, City staff recommended that the City enter into a contract for the purchase and installation of equipment necessary of the audio-video upgrade from AVI-SPL; and

WHEREAS, AVI-SPL is well qualified to complete this upgrade, as the company who have maintained the Community & Senior Center audio-visual system since 2016.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY RESOLVE AND FIND AS FOLLOWS: 1) Authorize the City Manager to execute a contract with AVI-SPL for the purchase of audio visual equipment and design and installation services in the amount not to exceed \$332,000; and 2) Appropriate \$164,000 from the General Fund (101) and \$332,000 from the Measure F Fund (507). The City Attorney is hereby authorized to make clarifying and confirming changes to the Agreement provided the total contract amount does not change.

PASSED AND ADOPTED this 19th day of October 2021, by the following vote:

AYES:

NOES:
ABSENT:
ABSTAIN:

Tom Stallard, Mayor

ATTEST:

Ana Gonzalez, City Clerk

CITY OF WOODLAND
PROFESSIONAL SERVICES AGREEMENT FOR AUDIO-VISUAL EQUIPMENT
DESIGN AND INSTALLATION SERVICES

CM #	
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This Agreement is made and entered into this 20th day of October, 2021 by and between the City of Woodland, a California municipal corporation (“City”) and AVI-SPL, LLC, a Florida limited liability company, (“Consultant”). City and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement.

RECITALS

A. Consultant desires to perform and assume responsibility for the sale of equipment and provision of certain professional consultant services required by the City on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing audio-visual equipment design and installation services to public clients, is licensed in the State of California, and is familiar with the plans of City.

B. Consultant agrees that it is satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Agreement is based on such independent investigation and research.

C. City desires to engage Consultant to provide equipment and render such services for the Woodland Community and Senior Center Audio-Visual Systems project (“Project”) as set forth in this Agreement.

AGREEMENT

1. SCOPE OF SERVICES AND TERM.

1.1 General Scope of Services. Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional audio-visual equipment and design and installation services necessary for the Project (“Services”). The Services (including purchased equipment) are more particularly described in Exhibit “A” attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules, and regulations.

1.2 Term. The term of this Agreement shall be from November 1, 2021 to February 28, 2022 unless earlier terminated as provided herein. Consultant shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines. The Parties may, by mutual, written consent, extend the term of this Agreement if necessary to complete the Services.

2. SCHEDULE OF SERVICES.

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

2.2 Extension of Time. Consultant may, for good cause, request extensions of time to perform the Services required hereunder. Such extensions shall be authorized in advance by the City in writing and shall be incorporated in written amendments to this Agreement.

2.3 Period of Performance and Liquidated Damages. Consultant shall perform and complete all Services under this Agreement within the term set forth in Section 2.1 above as it may be extended pursuant to Section 2.2 (“Performance Time”). Consultant shall also perform the Services in strict accordance with any completion schedule or Project milestones described in Exhibits “A” or “B” attached hereto, or which may be separately agreed upon in writing by the City and Consultant (“Performance Milestones”). Consultant agrees that if the Services are not completed within the aforementioned Performance Time and/or pursuant to any such Project Milestones developed pursuant to provisions of this Agreement for reasons within Consultant’s control, it is understood, acknowledged and agreed that the City will suffer damage.

2.4 Adjustments to Schedule Due to Global Chip Shortage. Notwithstanding the foregoing, City and Consultant acknowledge that due to global semiconductor chip shortages, Consultant is experiencing longer than normal lead times on equipment. As a result, Consultant cannot guarantee lead times on equipment and will not be liable for any delays in equipment delivery to the extent caused by such shortages. However, Consultant is working with its global suppliers on a daily basis to understand the impact of this chip shortage on delivery timelines and will use reasonable efforts to keep Buyer apprised of anticipated delivery timelines and delays. Should City elect to purchase equipment immediately upon placement of order to mitigate delays, Consultant will immediately bill City upon placement of such order and City shall pay for such equipment within the payment terms (e.g. net 30) specified herein, regardless of any other agreed upon billing terms or billing terms specified herein. Consultant will store such equipment in its warehouse until delivery to City. Warranty on such equipment shall commence upon delivery of

the equipment to Consultant's warehouse, notwithstanding any other agreed upon warranty terms or warranty terms specified herein.

3. FEES AND PAYMENTS.

3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed three-hundred thirty one thousand, eight-hundred dollars and twenty-five cents (\$331,800.25) without written approval of City's City Manager. Consultant shall not be reimbursed for any expenses unless authorized in writing by City. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

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

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

4. CHANGES.

4.1 The Parties may, from time to time, request changes in the scope of the Services of Consultant to be performed hereunder. Such changes, including any increase or decrease in the amount of Consultant's compensation and/or changes in the schedule must be authorized in advance by City in writing. Mutually agreed changes shall be incorporated in written amendments to the Agreement.

5. RESPONSIBILITIES OF CONSULTANT.

5.1 Independent Contractor; Control and Payment of Subordinates. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Consultant on an independent contractor basis and not as an employee. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of City and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due

such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

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

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

5.3.1 City's Representative. The City hereby designates Dallas Tringali, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. Consultant shall not accept direction or orders from any person other than the City's Representative or his or her designee.

5.3.2 Consultant's Representative. Consultant hereby designates Ted Carrion, or his or her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences, and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

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

5.5 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling

necessary to perform the Services. Consultant warrants that all employees and subconsultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subconsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a City Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

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

6. INSURANCE.

6.1 Time for Compliance. Consultant shall not commence Services under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Consultant shall not allow any subconsultant to commence work on any subcontract until it has provided evidence satisfactory to the City that the subconsultant has secured all insurance required under this section. Failure to provide and maintain all required insurance shall be grounds for the City to terminate this Agreement for cause.

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

6.2.1 Commercial General Liability. Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office “occurrence” form CG 0001, with minimum limits of at least \$1,000,000 per occurrence. Defense costs shall be paid in addition to the limits.

The policy shall contain no endorsements or provisions limiting coverage for (1) products and completed operations; (2) contractual liability; (3) third party action over claims; or (4) cross liability exclusion for claims or suits by one insured against another.

6.2.2 Automobile Liability. Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering “Any Auto” (Symbol 1) with minimum limits of \$1,000,000 each accident.

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

6.2.4 Professional Liability. Professional Liability insurance for errors and omissions with minimum limits of \$1,000,000. Covered Professional Services shall specifically include all work to be performed under the Agreement.

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

6.3 Endorsements.

6.3.1 The policy or policies of insurance required by Sections 6.2.1 Commercial General Liability and 6.2.2 Automobile Liability shall be endorsed to provide the following:

6.3.1.1 Additional Insured. The indemnified parties shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Additional Insured Endorsements shall not (1) be restricted to “ongoing operations”; (2) exclude “contractual liability”; (3) restrict coverage to “sole” liability of Consultant; or (4) contain any other exclusions contrary to the Agreement.

6.3.1.2 Primary Insurance and Non-Contributing Insurance. This insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance.

6.3.1.3 Severability. In the event of one insured, whether named or additional, incurs liability to any other of the insureds, whether named or additional, the policy shall cover the insured against whom claim is or may be made in the same manner as if separate policies had been issued to each insured, except that the limits of insurance shall not be increased thereby.

6.3.1.4 Cancellation. The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon the City except ten (10) days prior written notice shall be allowed for non-payment of premium.

6.3.1.5 Duties. Any failure by the named insured to comply with reporting provisions of the policy or breaches or violations of warranties shall not affect coverage provided to the indemnified parties.

6.3.1.6 Applicability. That the coverage provided therein shall apply to the obligations assumed by the Consultant under the indemnity provisions of the Agreement, unless the policy or policies contain a blanket form of contractual liability coverage.

6.3.2 The policy or policies of insurance required by Section 6.2.3 Workers' Compensation shall be endorsed, as follows:

6.3.2.1 Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.

6.3.2.2 Cancellation. The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon the City except ten (10) days prior written notice shall be allowed for non-payment of premium.

6.3.3 The policy or policies of insurance required by Section 6.2.4 Professional Liability shall be endorsed, as follows:

6.3.3.1 Cancellation. The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon the City except ten (10) days prior written notice shall be allowed for non-payment of premium.

6.4 Deductible. Any deductible or self-insured retention must be approved in writing by the City and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

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

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

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

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

6.8 Insurance for Subconsultants. All subconsultants shall be included as additional insureds under the Consultant's policies, or the Consultant shall be responsible for causing subconsultants to purchase the appropriate insurance in compliance with the terms of this Agreement, including adding the City as an Additional Insured to the subconsultant's policies.

7. OWNERSHIP OF MATERIALS AND CONFIDENTIALITY.

7.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are originally created or caused to be created by Consultant under this Agreement ("Documents & Data"). All Documents & Data shall be and remain the property of City, and shall not be used in whole or in substantial part by Consultant on other projects without the City's express written permission. Within thirty (30) days following the completion, suspension, abandonment or termination of this Agreement, Consultant shall provide to City reproducible copies of all Documents & Data, in a form and amount required by City. City reserves the right to select the method of document reproduction and to establish where the reproduction will be accomplished. The reproduction expense shall be borne by City at the actual cost of duplication. In the event of a dispute regarding the amount of compensation to which the Consultant is entitled under the termination provisions of this Agreement, Consultant shall provide all Documents & Data to City upon payment of the undisputed amount. Consultant shall have no right to retain or fail to provide to City any such documents pending resolution of the dispute. In addition, Consultant shall retain copies of all Documents & Data on file for a minimum of four (4) years following completion of the Project, and shall make copies available to City upon the payment of actual reasonable duplication costs. Before destroying the Documents & Data following this retention period, Consultant shall make a reasonable effort to notify City and provide City with the opportunity to obtain the documents.

7.1.1 Subconsultants. Consultant shall require all subconsultants to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subconsultant creates under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or its subconsultants, or those provided to Consultant by the City.

7.1.2 Right to Use. City shall not be limited in any way in its use or reuse of the Documents and Data or any part of them at any time for purposes of this Project or another project, provided that any such use not within the purposes intended by this Agreement or on a project other than this Project without employing the services of Consultant shall be at City's sole risk. If City uses or reuses the Documents & Data on any project other than this Project, it shall remove the Consultant's seal from the Documents & Data. Consultant shall be responsible and liable for its Documents & Data, pursuant to the terms of this Agreement, only with respect to the condition of the Documents & Data at the time they are provided to the City upon completion, suspension, abandonment or termination. Consultant shall not be responsible or liable for any revisions to the Documents & Data made by any party other than Consultant, a party for whom the Consultant is legally responsible or liable, or anyone approved by the Consultant, or for the use of Documents & Data on any other project by City.

7.1.3 Electronic Copies. Consultant shall provide electronic copies of the finished products in the original software format at the conclusion of the respective phases of work. Complex documents such as reports that utilize more than one type of software shall also be provided in a common format such as Adobe Acrobat (*.pdf). Files of construction drawings shall be provided in a current version of AutoCAD.

7.2 Confidentiality. All Documents & Data, either created by or provided to Consultant in connection with the performance of this Agreement, shall be held confidential by Consultant. All Documents & Data shall not, without the prior written consent of City or except pursuant to court order, be used or reproduced by Consultant for any purposes other than the performance of the Services. Consultant shall not disclose, cause or facilitate the disclosure of the Documents & Data to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant that is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

7.3 Indemnification. Consultant shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers and agents free and harmless, pursuant to the indemnification provisions of this Agreement, for any alleged infringement of any patent, copyright, trade secret, trade name, trademark, or any other proprietary right of any person or entity in consequence of the use on the Project by City of the Documents & Data, including any method, process, product, or concept specified or depicted.

8. ACCOUNTING RECORDS.

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

9. SUBCONTRACTING.

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

10. TERMINATION OF AGREEMENT.

10.1 Grounds for Termination. City may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those Services which have been performed to City plus reimbursement at cost for any third party cancellation\restocking fees incurred, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

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

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

11. GENERAL PROVISIONS

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

City:

CITY OF WOODLAND
2001 East Street
Woodland, CA 95776

Attn: Dallas Tringali

Consultant:

AVI-SPL LLC
1166 National Drive, Suite 80
Sacramento, CA 95834
Attn: Ted Carrion

Such notice shall be deemed made when personally delivered or when mailed, five (5) days after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

11.2 Indemnification.

11.2.1 To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, or volunteers.

11.2.2 To the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's obligations under the above indemnity shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, but shall not otherwise be reduced. If Consultant's obligations to defend, indemnify, and/or hold harmless arise out of Consultant's performance of "design professional services" (as that term is defined under Civil Code section 2782.8), then upon Consultant obtaining a final adjudication that liability under a claim is caused by the comparative active negligence or willful misconduct of the City, Consultant's obligations shall be reduced in proportion to the established comparative liability of the City and shall not exceed the Consultant's proportionate percentage of fault.

11.3 Laws and Regulations; Employee/Labor Certifications. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations

of such laws and regulations in connection with Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the City, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold City, its officials, directors, officers, employees, and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

11.3.1 Employment Eligibility; Consultant. By executing this Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time. Such requirements and restrictions include, but are not limited to, examination and retention of documentation confirming the identity and immigration status of each employee of the Consultant. Consultant also verifies that it has not committed a violation of any such law within the five (5) years immediately preceding the date of execution of this Agreement, and shall not violate any such law at any time during the term of the Agreement. Consultant shall avoid any violation of any such law during the term of this Agreement by participating in an electronic verification of work authorization program operated by the United States Department of Homeland Security, by participating in an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, or by some other legally acceptable method. Consultant shall maintain records of each such verification, and shall make them available to the City or its representatives for inspection and copy at any time during normal business hours. The City shall not be responsible for any costs or expenses related to Consultant's compliance with the requirements provided for in Section 11.3 or any of its sub-sections.

11.3.2 Employment Eligibility; Subcontractors, Consultants, Sub-subcontractors and Subconsultants. To the same extent and under the same conditions as Consultant, Consultant shall require all of its subcontractors, consultants, sub-subcontractors and subconsultants performing any work relating to the Project or this Agreement to make the same verifications and comply with all requirements and restrictions provided for in Section 11.3.1.

11.3.3 Employment Eligibility; Failure to Comply. Each person executing this Agreement on behalf of Consultant verifies that they are a duly authorized officer of Consultant, and understands that any of the following shall be grounds for the City to terminate the Agreement for cause: (1) failure of Consultant or its subcontractors, consultants, sub-subcontractors or subconsultants to meet any of the requirements provided for in Sections 11.3.1 or 11.3.2; (2) any misrepresentation or material omission concerning compliance with such requirements (including in those verifications provided to the Consultant under Section 11.3.2); or (3) failure to immediately remove from the Project any person found not to be in compliance with such requirements.

11.3.4 Air Quality. To the extent applicable, Consultant must fully comply with all applicable laws, rules and regulations in furnishing or using equipment and/or providing services, including, but not limited to, emissions limits and permitting requirements imposed by the Yolo-Solano Air Quality Management District (YSAQMD) and/or California Air Resources Board (CARB). Consultant shall indemnify City against any fines or penalties imposed by YSAQMD, CARB, or any other governmental or regulatory agency for violations of applicable laws, rules and/or regulations by Consultant, its subconsultants, or others for whom Consultant is responsible under its indemnity obligations provided for in this Agreement.

11.4 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subconsultants to file, a Statement of Economic Interest with the City's Filing Officer as required under state law in the performance of the Services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

11.5 California Labor Code Requirements.

11.5.1 Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects ("Prevailing Wage Laws"). If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

11.5.2 If the services are being performed as part of an applicable "public works" or "maintenance" project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such services must be registered with the Department of

Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

11.5.3 This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant's performance of services, including any delay, shall be Consultant's sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

11.6 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

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

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

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

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

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

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

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

11.14 Governing Law; Government Code Claim Compliance. This Agreement shall be governed by the laws of the State of California. Venue shall be in Yolo County. In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, claims and/or changed conditions, Consultant must comply with the claim procedures set forth in Government Code sections 900 et seq. prior to filing any lawsuit against the City. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Consultant. If no such Government Code claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Consultant shall be barred from bringing and maintaining a valid lawsuit against the City.

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

11.16 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subconsultants of Consultant, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content or intent of this Agreement.

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

11.18 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that

the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

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

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

11.21 City's Right to Employ Other Consultants. City reserves right to employ other consultants in connection with this Project.

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

[SIGNATURES ON NEXT PAGE]

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

CITY OF WOODLAND

AVI-SPL LLC

By: _____
Ken Hiatt
City Manager

By: _____
Steve Benjamin
EVP

EXHIBIT “A”
SCOPE OF SERVICES

EXHIBIT “B”
SCHEDULE OF SERVICES

EXHIBIT “C”
COMPENSATION



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 19, 2021
ITEM #: H.8
SUBJECT: Funding Assistance for the Yolo County Homeless and Poverty Action Coalition

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, (1) approving an appropriation of \$10,000 from the Housing Monitoring Fund (358) to support the operations of the Yolo County Homeless and Poverty Action Coalition and (2) authorizing the City Manager to execute any agreements, contracts, or related/required documents that may be necessary for the City funding assistance.

Staff Contact:

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

Fiscal Impact:

There is no impact to the General Fund. The \$10,000 appropriation will be funded through the Housing Monitoring Fund (358).

Background:

The continuum of care for Yolo County, the Yolo County Homeless and Poverty Action Coalition (HPAC), serves as a local planning body that provides leadership and coordination on the issues of homelessness and poverty in the county. HPAC transitioned to a nonprofit organization in early 2021 composed of a fifteen-member board of directors including five ex officio members representing Yolo County, Yolo County Housing, and the cities of Woodland, Davis, and West Sacramento. HPAC this month selected Rebecca Fisher-Glissman to serve as HPAC's executive director starting on November 1. Ms. Fisher-Glissman has 30-plus years of experience in non-profit management and fundraising including work at two non-profits that provide homeless services: Stockton Shelter for the Homeless (Director of Operations and Development) and St. Mary's Dining Room (Director of Development). Future staffing for HPAC will include a part-time analyst and part-time bookkeeper.

Discussion:

HPAC's operational budget relies largely on administration funds the organization will receive through grants it will administer and HPAC has submitted requests to Yolo County and the cities of Woodland, Davis, and West Sacramento for funding assistance to supplement the grant funds.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, (1) approving an appropriation of \$10,000 from the Housing Monitoring Fund (358) to support the operations of the Yolo County Homeless and Poverty Action Coalition and (2) authorizing the City Manager to execute any agreements, contracts, or related/required documents that may be necessary for the City funding assistance.

Prepared by: Dan Sokolow, Senior Planner

Reviewed by: Evis Morales, Finance Officer

Reviewed by: Christine Engel, Community Services Director



Ken Hiatt
City Manager

Attachments:

1. HPAC Appropriation Reso Oct 19, 2021

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING
AN APPROPRIATION OF FUNDS FOR THE NONPROFIT YOLO COUNTY HOMELESS
AND POVERTY ACTION COALITION**

WHEREAS, the continuum of care for Yolo County, the Yolo County Homeless and Poverty Action Coalition (HPAC), serves as a local planning body that provides leadership and coordination on the issues of homelessness and poverty in the county;

WHEREAS, HPAC transitioned to a nonprofit organization in early 2021 and established a fifteen-member board of directors that includes five ex officio members representing Yolo County, Yolo County Housing, and the cities of Woodland, Davis, and West Sacramento;

WHEREAS, HPAC this month selected Rebecca Fisher-Glissman for the HPAC executive director position with a starting date of November 1, 2021 and future staffing will include the addition of a part-time analyst and a part-time bookkeeper; and

WHEREAS, the operational budget relies largely on administration funds HPAC will receive through grants the organization will administer and HPAC has submitted requests to Yolo County and the cities of Woodland, Davis, and West Sacramento for funding assistance to supplement the grant funds.

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

Section 1. The City Council does hereby approve the following appropriation and amends the FY2021/22 budget as necessary: an additional \$10,000 in the Housing Monitoring Fund (358) to support the operations of the Yolo County Homeless and Poverty Action Coalition;

Section 2. Authorizes the City Manager to execute any agreements, contracts or related/required documents that may be necessary for the City funding assistance.

PASSED AND ADOPTED by the City Council this 19th day of October, 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: October 19, 2021
ITEM #: H.9
SUBJECT: Submittal of State Homekey Application for Permanent Supportive Housing Project

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the submittal of a State Homekey grant application for up to \$16,000,000 to support the purchase of modular housing units for the 61-unit Permanent Supportive Housing project at the East Beamer Way development site.

Staff Contact:

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

Fiscal Impact:

There is no impact to the General Fund. The grant application includes an administrative component to help defray City staff and legal costs that may be incurred for administering the grant.

Background:

Last month, the California Department of Housing and Community Development (HCD) issued a notice of funding availability for Round 2 of the Homekey program. Approximately \$1.45 billion (combined federal and state funding) in grant funds is available statewide for sustaining and rapidly expanding housing for persons experiencing homelessness or at risk of homelessness, and who are, thereby, inherently impacted by or at increased risk for medical diseases or conditions due to the COVID-19 pandemic. HCD has allocated funds by region and more than \$54,000,000 is available for the Sacramento Region which is composed of El Dorado, Placer, Sacramento, Sutter, Yolo, and Yuba counties. The State will accept applications on a continuous, over-the-counter basis until May 2, 2022 or until the available funds are exhausted, whichever occurs first.

Discussion:

Local non-profit Friends of the Mission (FOM) will serve as the co-applicant for the Homekey 2.0 program; only cities, counties, tribal governments as well as other state, regional, and local public entities may submit applications. A successful application will provide the necessary funds to purchase and install the modular housing units for the Permanent Supportive Housing (PSH) Project at the East Beamer Way development (northwest corner of East Beamer Street and Country Road 102). Work on the Phase 2 infrastructure improvements for the PSH project began in July and the work includes final grading; installation of sewer, water, electrical, and storm drain utilities; paving of sidewalks, curbs, gutters, parking spaces, and streets; and installation of lighting.

FOM will manage the purchase, site permitting, and installation of the housing units. It is estimated that Homekey grant funds will allow the units to be installed by April 2022. A memorandum of understanding or similar document will be required in order to allow FOM to access the Homekey funds for the purchase of the units and related costs. Homekey funds will cover the purchase of the housing units and provide an operating subsidy for up to three years for the PSH project.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, approving the submittal of a State Homekey grant application for up to \$16,000,000 to support the purchase of modular housing units for the 61-unit Permanent Supportive Housing project at the East Beamer Way development site.

Prepared by: Dan Sokolow, Senior Planner

Reviewed by: Christine Engel, Community Services Director

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

Ken Hiatt
City Manager

Attachments:

1. Homekey Reso Oct 19, 2021

AUTHORIZING RESOLUTION

Resolution No.: 2021-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING APPLICATION TO THE HOMEKEY PROGRAM

WHEREAS:

A. The Department of Housing and Community Development (Department) has issued a Notice of Funding Availability ("**NOFA**"), dated July 16, 2020, for the Homekey Program ("**Homekey**" or "**Homekey Program**"). The Department has issued the NOFA for Homekey grant funds pursuant to Health and Safety Code section 50675.1.1 (Assem. Bill No. 83 (2019-2020 Reg. Sess.), § 21.)

B. City of Woodland ("**Applicant**") desires to apply for Homekey grant funds. Towards that end, Applicant is submitting an application for Homekey funds ("**Application**") to the Department for review and consideration.

C. The Department is authorized to administer Homekey pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code). Homekey funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement ("**Standard Agreement**"), and all other legal requirements of the Homekey Program.

THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to submit an Application to the Department in response to the NOFA, dated July 16, 2020, and to apply for Homekey grant funds in a total amount not to exceed \$16,000,000.00 That amount includes \$9,250,000 for capital expenditures (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(1)-(6)) and \$2,160,000 for a capitalized operating subsidy (as allowed under Health and Saf. Code, § 50675.1.1, subd. (a)(7)). These amounts are to be determined by the state once grant funds are allocated.
2. If the Application is approved, Applicant is hereby authorized and directed to ensure that any funds awarded for capital expenditures are spent by **December 30, 2020**, and that any funds awarded for capitalized operating subsidies are spent by **June 30, 2022**.
3. If the Application is approved, Applicant is hereby authorized and directed to enter into, execute, and deliver a Standard Agreement in a total amount not to exceed \$16,000,000, any and all other documents required or deemed necessary or appropriate to secure the Homekey funds from the Department and to participate in the Homekey Program, and all amendments thereto (collectively, the "**Homekey Documents**").
4. Applicant acknowledges and agrees that it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in the Standard Agreement by reference and made a part thereof. Any and all activities, expenditures, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.
5. The City Manager, or his designee, is authorized to execute the Application and the Homekey Documents on behalf of Applicant for participation in the Homekey Program.

PASSED AND ADOPTED this 19 th day October, 2021, by the following vote:	
AYES:_____ NAYES:_____ ABSTAIN:_____ ABSENT:_____	
The undersigned, Ana B. Gonzales, City Clerk of the City of Woodland, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.	
SIGNATURE:	DATE: October 19, 2021
NAME: Ana B. Gonzalez	TITLE: City Clerk

NOTICE AND INSTRUCTIONS

1. **Notice.** The Department is providing this template Authorizing Resolution as informational guidance only. The Department encourages each Applicant to consult with professional legal counsel during the development of its own formal, legally binding statement that it is authorized to apply to and participate in the Homekey Program.
 - a. Please note, however, that any limitations or conditions on the authority of the signatory or signatories to execute the Application or the Homekey Documents may result in the Department rejecting the Authorizing Resolution.
2. **Accuracy, Verification.** The Department will verify that this Authorizing Resolution comports with the legal authority and composition of Applicant's governing body. Applicant must timely notify the Department, in writing, of any factors that limit its ability to provide an Authorizing Resolution which is materially in line with this template.
3. **Dollar Amounts of Grant Awards.** The Department recommends identifying an authorized dollar amount that is at least double the anticipated award (based on current formula calculations). Award amounts are subject to change. If Applicant is ultimately awarded an amount in excess of the amount identified in the Authorizing Resolution, the Department will require a new Authorizing Resolution from Applicant before execution of a Standard Agreement.
4. **Authorized Signatory or Signatories, Designee.** Applicant, as a Local Public Entity, may designate an authorized signatory by title only. In addition, Applicant may authorize multiple signatories, so long as there is clarifying language as to whether the signatories are authorized to execute the Homekey Documents individually or collectively. In addition, Applicant may authorize a designee of the authorized signatory to execute the Homekey Documents. In such case, Applicant must append a supporting document (e.g., memorandum, meeting notes of official action), which indicates the name and title of the designee who is authorized to legally bind the governing body.
5. **Vote Count.** Please fill out the field by every voting category (i.e., Ayes, Nays, Abstain, Absent). If none, please indicate zero (0) for that field. The vote count must comport with the legal authority and membership of the Applicant's governing body.
6. **Certification of Authorizing Resolution.** The individual who certifies the Authorizing Resolution cannot also be authorized to execute the Homekey Documents on behalf of Applicant.



TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA: City Council Regular Meeting

DATE: October 19, 2021

ITEM #: I.10

SUBJECT: 2022 Spring Lake Parks Project, CIP 20-03; Spring Lake Park Master Plan

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, reviewing and approving the attached Master Plan for Spring Lake Park.

Staff Contact:

Clara Olmedo, Associate Engineer, clara.olmedo@cityofwoodland.org, (530) 661-5824

Fiscal Impact:

The approved Capital Budget includes funding for three Spring Lake Parks: Jack Slaven, Rick Gonzales Sr. and Spring Lake Park. The current approved budget totals \$776,417 for the project consisting of \$300,000 SLIF Parks & Recreation funding (Fund 640) in FY2019/20 and \$476,417 in Spring Lake Capital funding (Fund 594) in FY2020/21.

The \$776,417 existing in the project budget is anticipated to be sufficient to fund the cost of design for the three parks. With continued development in Spring Lake and payment of Spring Lake Park Impact Fees, the City estimates that there will be enough funding to complete the construction of all three parks in the 2023 fiscal year. Future Council action will be necessary to appropriate this anticipated added funding prior to bidding for construction.

The total estimated project cost, including project management, design, construction and inspection, is estimated to be \$6.0 million.

There is no impact to the General Fund.

Background:

The Spring Lake Specific Plan includes three neighborhood parks and a central park. The first neighborhood park, Jack Slaven Park, was built in 2010 and is located on Mickle Avenue and Ortiz Avenue. The construction of this park developed 6.7 acres of park improvements and left 1.3 acres undeveloped.

The second park, Rick Gonzales Sr. Park, was built in 2018 and is located on Mickle Avenue and Centennial Drive adjacent to Spring Lake Elementary School. This park is 10 acres, of which 7 acres were constructed with the first phase and 3 acres remain unimproved.

The third neighborhood park, Spring Lake Park, is located on Shellhammer Dr. and Osborn Dr. Two acres of this 8 acre park were improved in 2018 concurrently with the first phase of Rick Gonzales. At the time the first phase of the phase was under construction, the subdivision surrounding the park was still being developed and many of the homes near the park had not yet been occupied. The majority of the amenities for this park were therefore deferred until the remaining 6 acres were ready to be improved and additional residents had moved in to the neighborhood.

The currently unnamed 4 acre central park is located on Parkland Avenue and Harry Lorenzo Avenue, surrounded by the Spring Lake Central subdivisions. The master plan for this park has not yet been developed. However, during the recent public outreach input was sought on what amenities the neighborhood would like to ultimately see built in this park.

Prior to the first construction phase of Rick Gonzales Sr. Park and Spring Lake Park, the City had master plans drafted to show preferred amenities for each park based on community feedback. At the time, the City presented the draft master plan for the parks at several public meetings to receive input and feedback. In this current phase, City staff performed a public outreach process to reassess desired park amenities and to determine if the original master plans met the current needs of the community. The following summarizes the public outreach and community engagement process:

- June 5 - July 7, 2021: Online Parks Amenities Survey (Summary of results attached)
- August 26, 2021: Public Open House to summarize survey results and get feedback on draft master plan updates
- September 21, 2021: Presentation to the Parks Subcommittee
- September 27, 2021: Parks Commission Report on updated master plans

The online survey ran during the month of June 2021 and the results demonstrated the need to modify the original masterplans.

Discussion:

Spring Lake Park is located on Osborn Drive and Shellhammer Drive and is part of the Cal West subdivision west of Harry Lorenzo Avenue. The proposed Spring Lake Park Master Plan is attached for Council review and approval. The proposed Master Plan has been amended from the original plan based on input received from the neighborhood.

The park improvements were planned to be constructed in two phases. The first phase of the park was completed in January 2018. The first construction phase included the following park improvements:

- 2-acre improvement area
- Multi-use turf area
- Playground area and equipment for young children (ages 2-5)
- Native play area
- Small picnic area

The attached Master Plan for the second construction phase includes:

- Playground area and equipment for elementary aged children
- Restroom and maintenance shed
- Group picnic shelter
- Multi-sports court
- Native plantings
- Paved and decomposed granite paths with connections to adjoining greenbelt
- Benches, pathway lighting, drinking fountains
- Youth soccer field
- Un-programmed Open Lawn

With approval of the Spring Lake Master Plan, the final design and preparation of construction documents can begin. Staff anticipates project design complete and ready for bid by Spring 2022. This timeline will allow construction of the second phase in Summer 2022 and the park opening in Spring 2023.

Conclusion:

Staff recommends the City Council adopt Resolution No. _____, reviewing and approving the attached Master Plan for Spring Lake Park.

Prepared by: Clara Olmedo, Associate Engineer

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



Ken Hiatt
City Manager

Attachments:

1. Resolution
2. Spring Lake Park Master Plan
3. Survey Results- Spring Lake Park

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE MASTER PLAN FOR SPRING LAKE PARK**

WHEREAS, the City conducted a community survey in June and July 2021 to gather feedback on the desired amenities for Spring Lake Park; and

WHEREAS, a Master Plan was prepared for the Spring Lake Park as part of the 2022 Spring Lake Parks Project, CIP 20-03; and

WHEREAS, the City held a public meeting on August 26, 2021 to solicit feedback from the Spring Lake neighborhood on park amenity and design options for the Spring Lake Park Master Plan; and

WHEREAS, the City presented the Spring Lake Park Master Plan to the Parks and Recreation Subcommittee on September 27, 2021 for review and comment; and

WHEREAS, the project is included as the 2022 Spring Lake Parks, CIP 20-03 in the FY 20/21 Capital Budget and is funded through Fund 640 SLIF Park and Recreation fees; and

WHEREAS, the City wishes to approve the Master Plan for Spring Lake Park through the adoption of this Resolution.

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

Section 1. The City Council hereby approves the Spring Lake Park Master Plan.

PASSED AND ADOPTED this 19th day of October 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor
ATTEST:

Ana B. Gonzalez, City Clerk

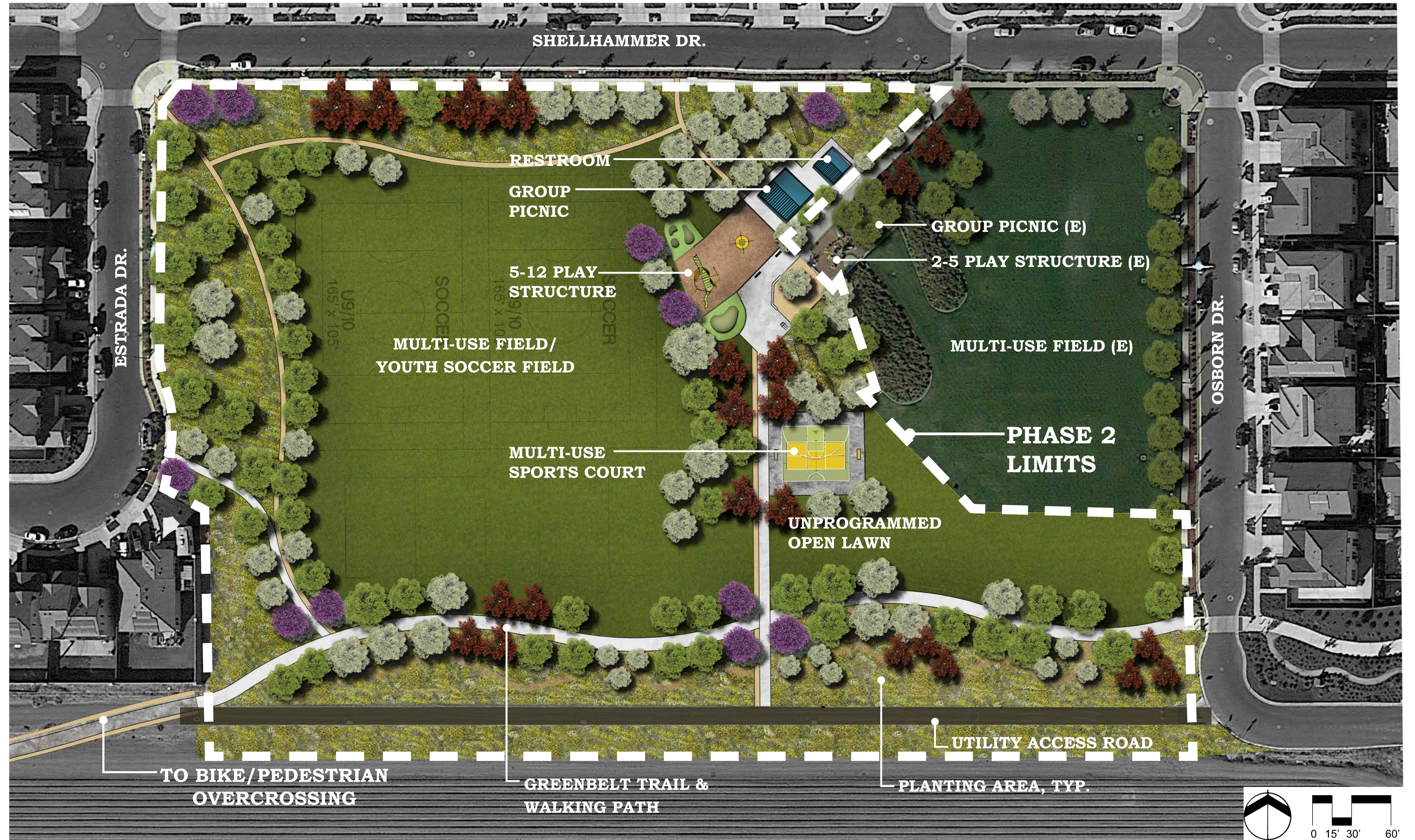


PROPOSED AMENITIES

- YOUTH SOCCER FIELD
- SPORTS COURT
- MULTI-USE FIELD
- 5-12 PLAY STRUCTURE
INCLUSIVE PLAY
ROCK AND ROPES COURSES
NATURE PLAY AREA
- RESTROOM
- UNPROGRAMMED OPEN LAWN
- WALKING PATH
- GROUP PICNIC AREA

EXISTING AMENITIES

- MULTI-USE FIELD
- 2-5 AGE PLAY STRUCTURE
- NATURE PLAY AREA
- SMALL PICNIC AREA



SPRING LAKE PARK PROPOSED AMENITIES



9/20/2021

RESULTS ARE IN!

¡LOS RESULTADOS ESTÁN AQUÍ!



1,009

TOTAL NUMBER OF RESPONDERS

NÚMERO TOTAL DE PERSONALS ENCUESTADAS

Q2: WHICH PARK DO YOU LIVE NEAR?

¿POR CUAL PARQUE VIVE USTED?

NONE OF THESE
NINGUNA DE ESTAS

JACK SLAVEN PARK

29.8%

CENTRAL PARK

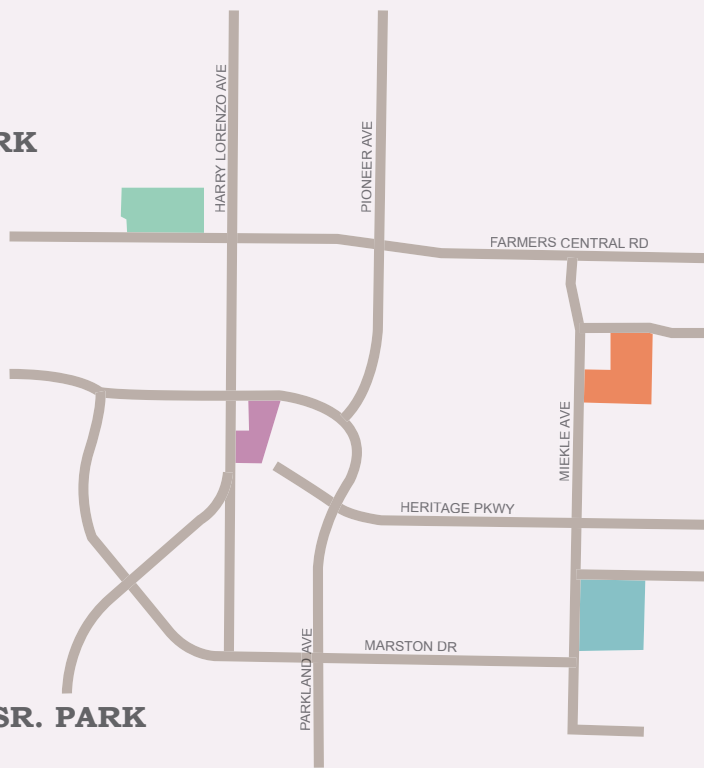
7.9%

31.3%

SPRING LAKE PARK

20.9%

RICK GONZALES SR. PARK



Q21: WHAT AMENITIES DO YOU TRAVEL OUTSIDE SPRING LAKE FOR?

¿PARA QUÉ COSAS VIAJAS FUERA DE SPRING LAKE?

Community water play areas run bike paths skate park playground equipment trails kids adults

Splash pad bathrooms Davis cover Basketball fun Courts features playground

restrooms Basketball court splash Swimming pool Community Pool

trees Disc golf kids play areas water safe walk space

farmers market structure pool hiking Dog park

play structures kids park picnic shade Tennis court area

swimming tennis courts benches play structure slides

walking paths children nature Tennis basketball

Water features large trees Swings Play go clean water play lots

shade trees Concerts large soccer tennis softball sports Bocce Ball dog run

running track picnic tables Pickleball tennis Pickleball special events walking trails

Wooden play structure open

TOP MENTIONS INCLUDE THE FOLLOWING:

LO MAS POPULAR ES LO SIGUIENTE:

- **WATER PLAY** (Juego acuático) **83**
- **SPORTS COURT** (cancha de deportes) **80**
- **SHADE** (sombra) **75**
- **PLAY STRUCTURE** (estructura de juego) **68**
- **TRAILS/TRACK** (caminos) **43**
- **DOG PARK** (parque para perros) **35**



AMENITIES YOU WANT IN THESE PARKS:

COMODIDADES QUE DESEA EN ESTOS PARQUES:

PARKING LOT 196

(estacionamiento)

SHADE 158

(sombra)

TRAIL/TRACK 44

(senderos/pista)

WATER PLAY 282

(Juego acuático)

INFORMAL NATURE PLAY AREA 337

(área de juegos informal en la naturaleza)

DOG PARK 382

(parque para perros)

RECREATION GAMES 249

(juegos de recreacion)

FUTSAL COURT 78

(cancha de futsal)

BOCCE BALL COURT 138

(cancha de bochas)

NON-TRADITIONAL COURT ACTIVITIES 196

(actividades judiciales no tradicionales)

SPORTS COURT 409

(cancha de deportes)

MAJOR THEME OF WRITTEN COMMENTS:

TEMA PRINCIPAL DE COMENTARIOS ESCRITOS:

- **WATER PLAY** (Juego acuático)
- **SHADE** (sombra)
- **SPORTS COURT** (cancha de deportes)
- **DOG PARK** (parque para perros)



Q22: HOW DID YOU HEAR ABOUT THIS SURVEY?

CÓMO SE OYÓ LA GENTE DE ESTA ENCUESTA:



42.7%

SOCIAL MEDIA
medios de
comunicación social



29%

FLYER
volantes



9.7%

WORD OF MOUTH
boca a boca



8%

WEBSITE
sitio web



E-mail Post card

Daily Democrat
10.6%

OTHER
otra

CALA

OVERALL SUMMARY RESULTS

RESULTADOS DE LA ENCUESTA COMUNITARIA



RESULTS ARE IN!

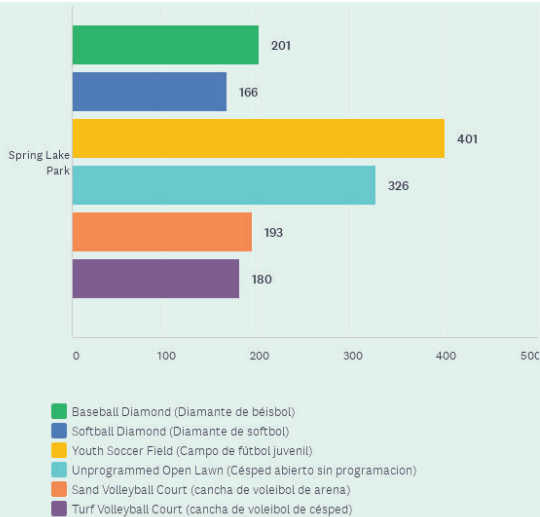
¡LOS RESULTADOS ESTÁN AQUÍ!



205

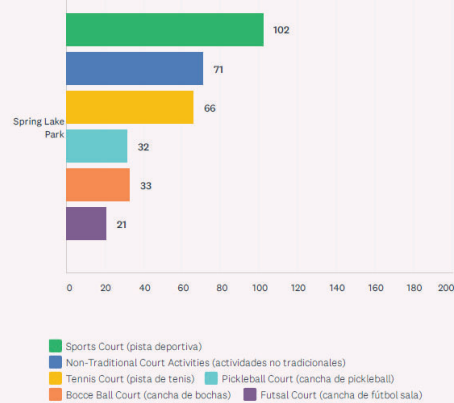
RESPONDENTS FROM SPRING LAKE PARK
ENCUESTADOS DE SPRING LAKE

FIELD AMENITIES PEOPLE WANT: SERVICIOS DE CAMPO QUE LA GENTE QUIERE:

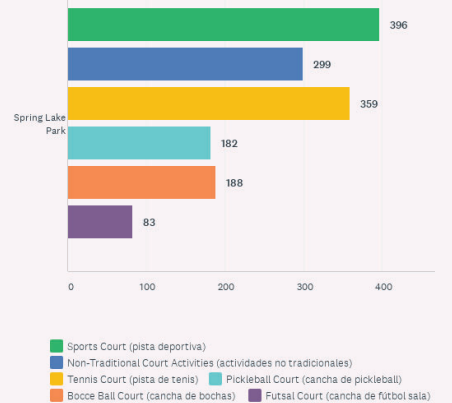


COURT ACTIVITIES PEOPLE WANT ACTIVIDADES CANCHA DE DEPORTE QUE LA GENTE QUIERE:

SPRING LAKE RESIDENTS ONLY



OVERALL COMMUNITY

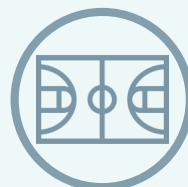


OTHER DESIRED AMENITIES: OTRAS COMODIDADES DESEADAS:

spray Running track choose sensory play feature responses play area Restrooms ONE allow
trail activities Basketball court natural station Community Water play area
swings shade trees Basketball Jack Slaven play structure
Swimming pool public pool shade bathrooms
Water feature path area splash Splash pad
Walking trails park also Water park lots water question
kids Frisbee golf Water play Fitness stations Pool play Dog park
courts Community pool plantings trees Davis please options Skate park two
Track fountain dog Shade structure walking path community garden walking need



WATER PLAY
juego acuático



SPORT COURT
cancha deportiva



DOG RUN
carrera de perros



SHADE
sombra



RESTROOM
baño



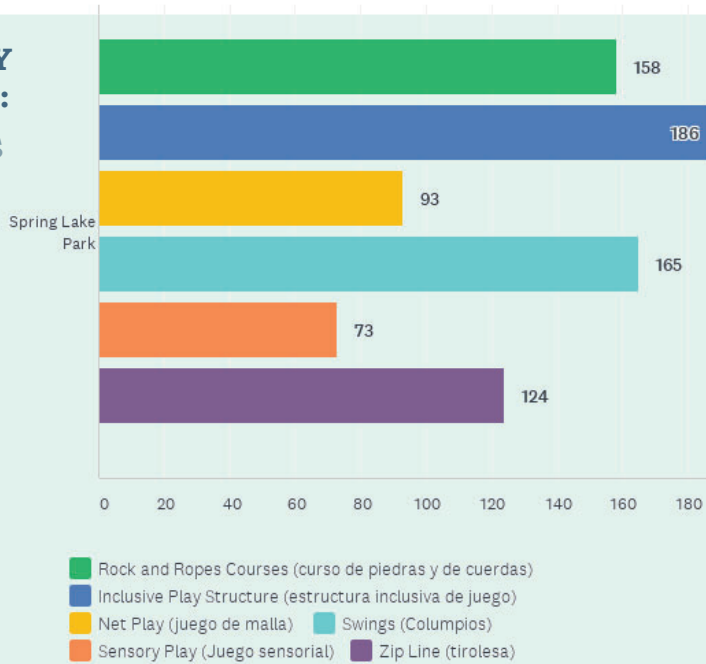
PARKING LOT
estacionamiento



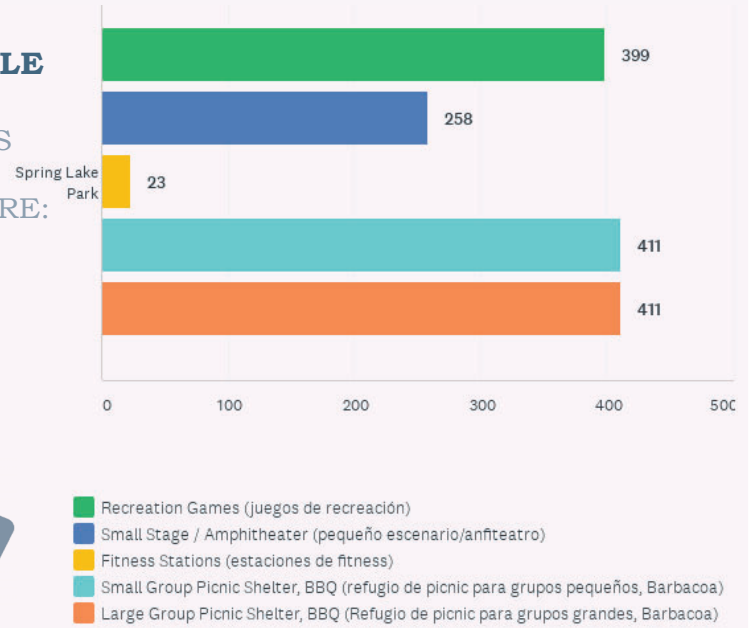
BENCHES
bancos

DESIRED PLAY COMPONENTS:

COMPONENTES
DE JUEGO
DESEADOS:



AMENITIES THAT PEOPLE WANT: AMENIDADES QUE LA GENTE QUIERE:

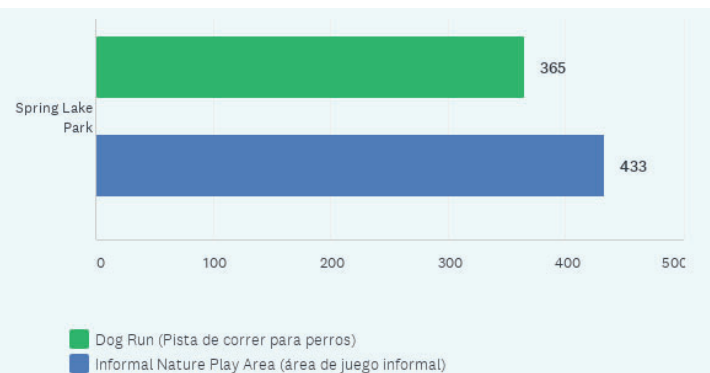


ADDITIONAL COMMENTS FOR AMENITIES: COMENTARIOS ADICIONALES PARA LAS COMODIDADES:

select two tennis court tennis courts select one option really Please add finished net play lighted
survey play areas Davis open large plan Bathrooms Walking enough two basketball
Spring Lake us lots Restrooms dog swings Thank Fitness see side play
since shade sand option Good Woodland around need
allow parks Question allows select area drive Please must
people also dog park much kids pool trees sports love small many
adults Water park community water Pickleball Question Families lake amenities
children going water feature closer Parking lot nice Will Please include add community pool
benches love see splash pad Jack Slaven park trees shade

DOG RUN OR INFORMAL NATURE PLAY?

¿CARRERA DE PERROS
O JUEGO INFORMAL
EN LA NATURALEZA?



CALA

SPRING LAKE PARK SUMMARY RESULTS

RESULTADO RESUMIDO DE SPRING LAKE PARK





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 19, 2021
ITEM #: I.11
SUBJECT: 2022 Spring Lake Parks Project, CIP 20-03; Approve Jack Slaven Park Master Plan

Recommendation for Action: Staff recommends the City Council adopt Resolution No. _____, to review and approve the attached Master Plan for Jack Slaven Park.

Staff Contact:

Clara Olmedo, Associate Engineer, clara.olmedo@cityofwoodland.org, (530) 661-5824

Fiscal Impact:

The approved Capital Budget includes funding for three Spring Lake Parks: Jack Slaven, Rick Gonzales Sr. and Spring Lake Park. The current approved budget totals \$776,417 for the project consisting of \$300,000 SLIF Parks & Recreation funding (Fund 640) in FY2019/20 and \$476,417 in Spring Lake Capital funding (Fund 594) in FY2020/21.

The \$776,417 existing in the project budget is anticipated to be sufficient to fund the cost of design for the three parks. With continued development in Spring Lake and payment of Spring Lake Park Impact Fees, the City estimates that there will be enough funding to complete the construction of all three parks in the 2023 fiscal year. Future Council action will be necessary to appropriate this anticipated added funding prior to bidding for construction.

The total estimated project cost, including project management, design, construction and inspection, is estimated to be \$6.0 million.

There is no impact to the General Fund.

Background:

The Spring Lake Specific Plan includes three neighborhood parks and a central park. The first neighborhood park, Jack Slaven Park, was built in 2010 and is located on Mickle Avenue and Ortiz Avenue. The construction of this park developed 6.7 acres of park improvements and left 1.3 acres undeveloped.

The second park, Rick Gonzales Sr. Park, was built in 2018 and is located on Mickle Avenue and Centennial Drive adjacent to Spring Lake Elementary School. This park is 10 acres, of which 7 acres were constructed with the first phase and 3 acres remain unimproved.

The third neighborhood park, Spring Lake Park, is located on Shellhammer Dr. and Osborn Dr. Two acres of this 8 acre park were improved in 2018 concurrently with the first phase of Rick Gonzales. At the time the first phase of the phase was under construction, the subdivision surrounding the park was still being developed and many of the homes near the park had not yet been occupied. The majority of the amenities for this park were therefore deferred until the remaining 6 acres were ready to be improved and additional residents had moved in to the neighborhood.

The currently unnamed 4 acre central park is located on Parkland Avenue and Harry Lorenzo Avenue, surrounded by the Spring Lake Central subdivisions. The master plan for this park has not yet been developed however during the recent public outreach input was sought on what amenities the neighborhood would like to

ultimately see built in this park.

Prior to the first construction phase of Rick Gonzales Sr. Park and Spring Lake Park, the City had master plans drafted to show preferred amenities for each park based on community feedback. At the time, the City presented the draft master plan for the parks at several public meetings to receive input and feedback. In this current phase, City staff performed a public outreach process to reassess desired park amenities and to determine if the original master plans met the current needs of the community. The following summarizes the public outreach and community engagement process:

- June 5 - July 7, 2021: Online Parks Amenities Survey (Summary of results attached)
- August 26, 2021: Public Open House to summarize survey results and get feedback on draft master plan updates
- September 21, 2021: Presentation to the Parks Subcommittee
- September 27, 2021: Parks Commission Report on updated master plans

The online survey ran during the month of June 2021 and the results demonstrated the need to modify the original masterplans.

Discussion:

The Jack Slaven Park is located on Mickle Avenue and Centennial Drive and north of Spring Lake Elementary. The proposed Jack Slaven Master Plan is attached for Council review and approval. The Master Plan changed from the original plan due to input received from the neighborhood throughout the process.

The first construction phase of Jack Slaven Park included:

- Splash Pad
- Multi-use turf area to accommodate youth soccer field
- Playground area and equipment for 2-5 aged and 5-12 aged children
- Benches, pathway lighting, drinking fountains
- Paved paths with connections to adjoining greenbelt network
- Group and small picnic shelters
- Restroom and maintenance building
- Low water use landscaping

The attached Master Plan for the second construction phase will include:

- Multi-use Sports Court
- Dog Exercise Area
- Native Play Area

Overall, the online survey demonstrated the need to have a dog park in the Spring Lake neighborhood. The City explored and presented the dog exercise area at Rick Gonzales Sr. Park but found Jack Slaven Park would be a better location since it is centrally located within the Spring Lake community.

The original design included a parking lot, however a parking lot did not rank high among the amenities presented in the survey. In addition, construction of an onsite parking lot is relatively costly and would have diverted resources from other higher-ranked amenities. Additionally, these parks are designed primarily as neighborhood parks that nearby residents can access easily by bicycle or on foot, reducing the need for a parking lot.

With approval of the Jack Slaven Master Plan, the final design and construction documents can begin. Staff anticipates project design completed and would be ready for bid by Spring 2022. This timeline will allow

construction of the second phase in Summer 2022 and the park opening in Spring 2023.

Conclusion:

Staff recommends the City Council adopt Resolution No. _____, to review and approve the attached Master Plan for Jack Slaven Park.

Prepared by: Clara Olmedo, Associate Engineer

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

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

Ken Hiatt
City Manager

Attachments:

1. Resolution
2. Jack Slaven Master Plan
3. Survey Results-Jack Slaven

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE MASTER PLAN FOR JACK SLAVEN PARK**

WHEREAS, the City conducted a community survey in June and July 2021 to gather feedback on the desired amenities for Jack Slaven Park; and

WHEREAS, a Master Plan was prepared for the Jack Slaven Park as part of the 2022 Spring Lake Parks Project, CIP 20-03; and

WHEREAS, the City held a public meeting on August 26, 2021 to solicit feedback from the Spring Lake neighborhood on park amenity and design options for the Jack Slaven Park Master Plan; and

WHEREAS, the City presented the Jack Slaven Park Master Plan to the Parks and Recreation Subcommittee on September 27, 2021 for review and comment; and

WHEREAS, the project is included as the 2022 Spring Lake Parks, CIP 20-03 in the FY 20/21 Capital Budget and is funded through Fund 640 SLIF Park and Recreation fees; and

WHEREAS, the City wishes to approve the Master Plan for Jack Slaven Park through the adoption of this Resolution.

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

Section 1. The City Council hereby approves the Jack Slaven Park Master Plan.

PASSED AND ADOPTED this 19th day of October 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor
ATTEST:

Ana B. Gonzalez, City Clerk



PROPOSED AMENITIES

- SPORTS COURT
- DOG EXERCISE AREA

EXISTING AMENITIES

- SPLASH PAD
- (2-5, 5-12 AGE) PLAY STRUCTURES
- WALKING PATH
- RESTROOM
- MULTI-USE FIELD
- GROUP PICNIC AREA
- SMALL PICNIC AREAS



JACK SLAVEN PARK PROPOSED AMENITIES

CALA

9/20/2021

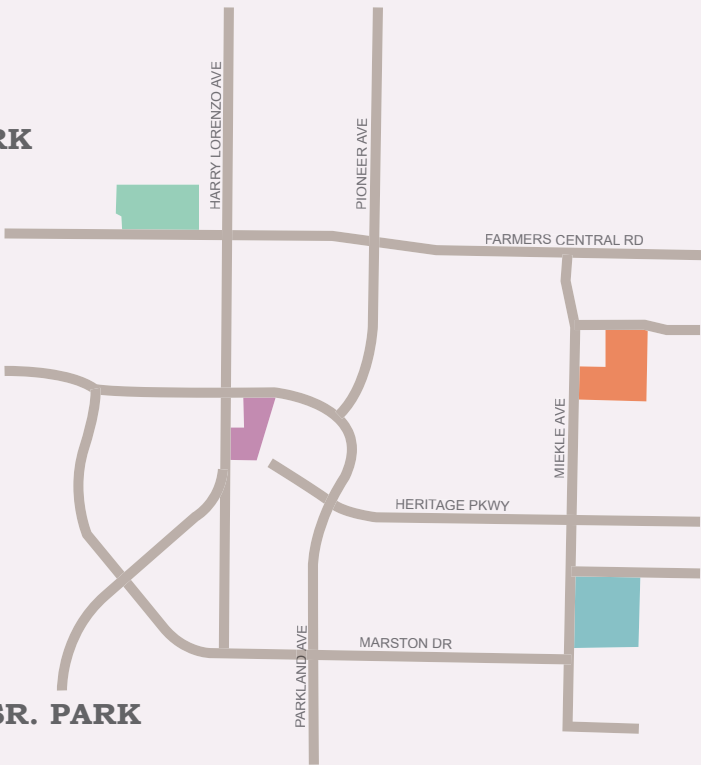
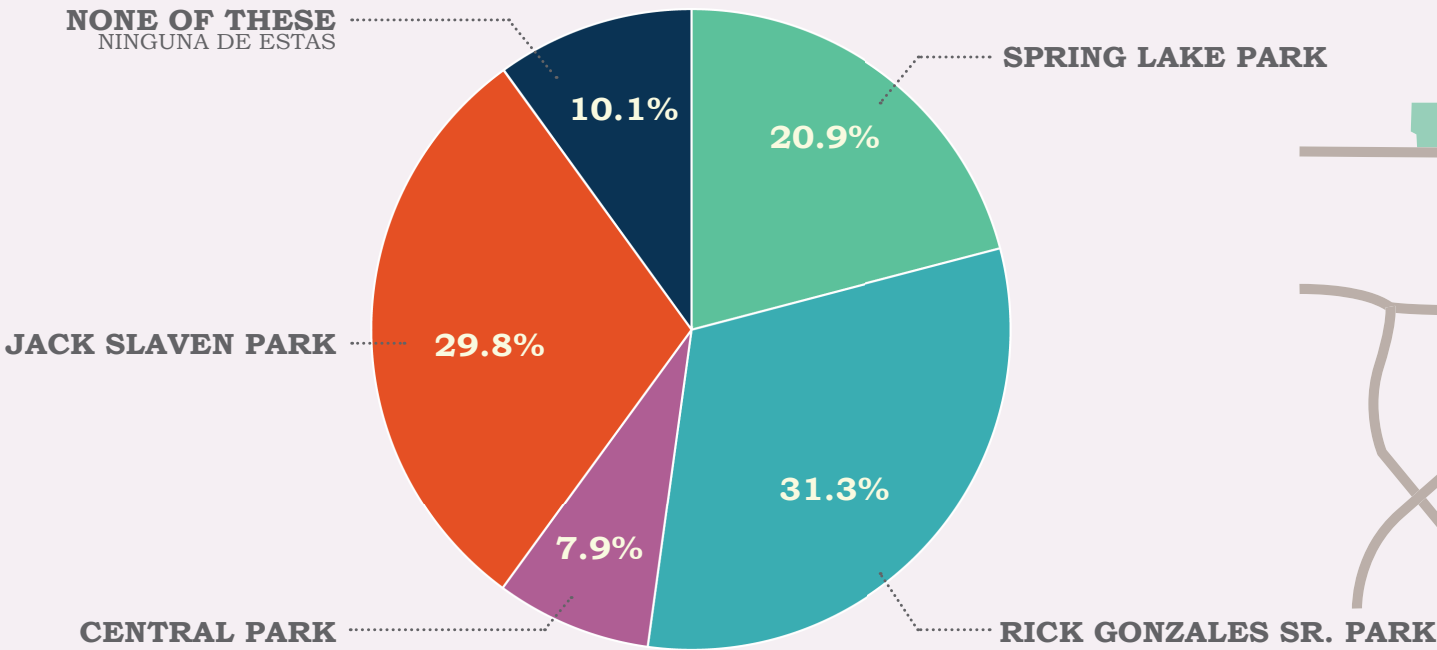
RESULTS ARE IN!

¡LOS RESULTADOS ESTÁN AQUÍ!



1,009 TOTAL NUMBER OF RESPONDERS
NÚMERO TOTAL DE PERSONALS ENCUESTADAS

Q2: WHICH PARK DO YOU LIVE NEAR? ¿POR CUAL PARQUE VIVE USTED?



Q21: WHAT AMENITIES DO YOU TRAVEL OUTSIDE SPRING LAKE FOR? ¿PARA QUÉ COSAS VIAJAS FUERA DE SPRING LAKE?

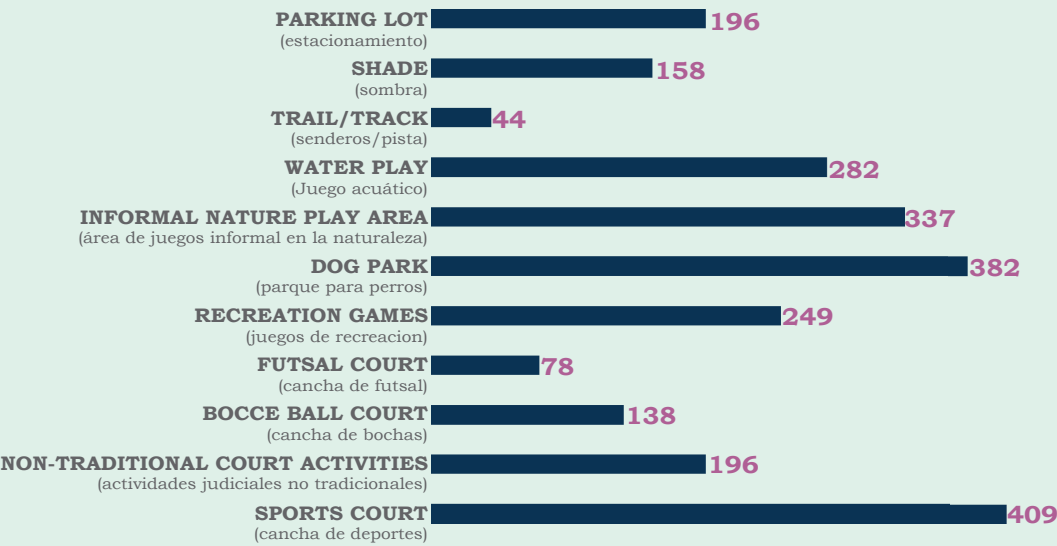
Community water play areas run bike paths skate park playground equipment trails kids adults
Splash pad bathrooms Davis cover Basketball fun Courts features playground
restrooms Basketball court splash Swimming pool Community Pool
trees Disc golf kids play areas water safe walk space
farmers market structure pool hiking Dog park
play structures kids park picnic shade Tennis court area
swimming tennis courts benches play structure slides
walking paths children nature Tennis basketball
Water features large trees Swings Play go clean water play lots
shade trees Concerts large soccer tennis softball sports Bocce Ball dog run
running track picnic tables Pickleball tennis Pickleball special events walking trails
Wooden play structure open

TOP MENTIONS INCLUDE THE FOLLOWING:
LO MAS POPULAR ES LO SIGUIENTE:

- **WATER PLAY** (Juego acuático) **83**
- **SPORTS COURT** (cancha de deportes) **80**
- **SHADE** (sombra) **75**
- **PLAY STRUCTURE** (estructura de juego) **68**
- **TRAILS/TRACK** (caminos) **43**
- **DOG PARK** (parque para perros) **35**



AMENITIES YOU WANT IN THESE PARKS: COMODIDADES QUE DESEA EN ESTOS PARQUES:

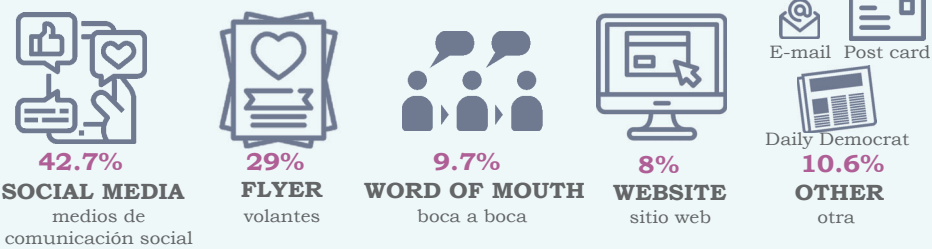


MAJOR THEME OF WRITTEN COMMENTS: TEMA PRINCIPAL DE COMENTARIOS ESCRITOS:

- **WATER PLAY** (Juego acuático)
- **SHADE** (sombra)
- **SPORTS COURT** (cancha de deportes)
- **DOG PARK** (parque para perros)



Q22: HOW DID YOU HEAR ABOUT THIS SURVEY? CÓMO SE OYÓ LA GENTE DE ESTA ENCUESTA:



CALA

OVERALL SUMMARY RESULTS

RESULTADOS DE LA ENCUESTA COMUNITARIA



RESULTS ARE IN!

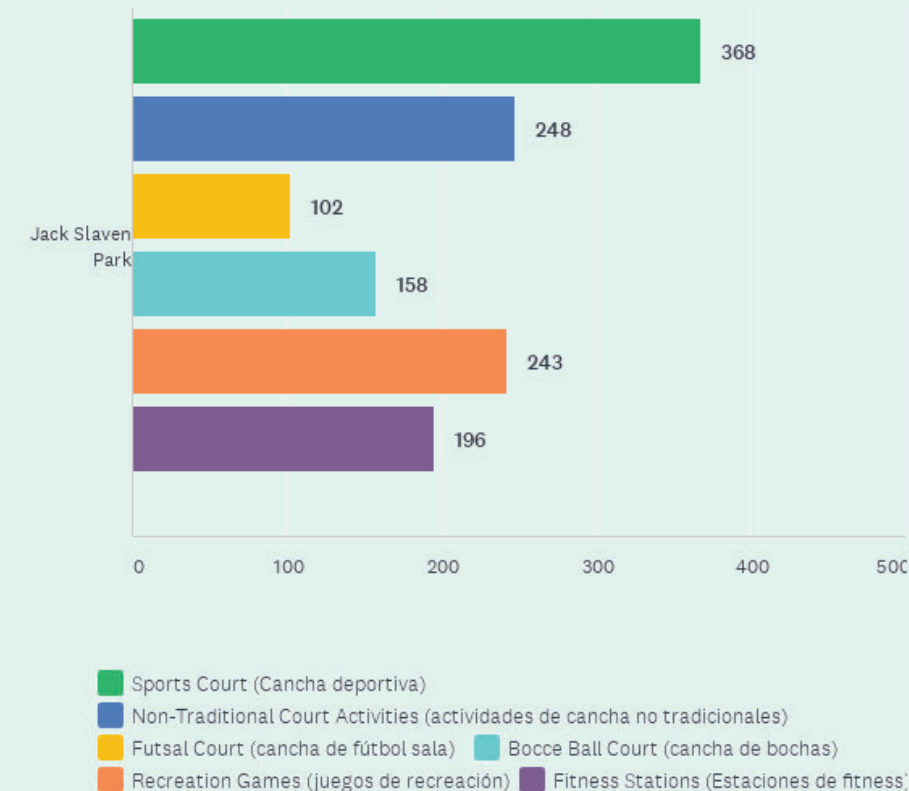
¡LOS RESULTADOS ESTÁN AQUÍ!



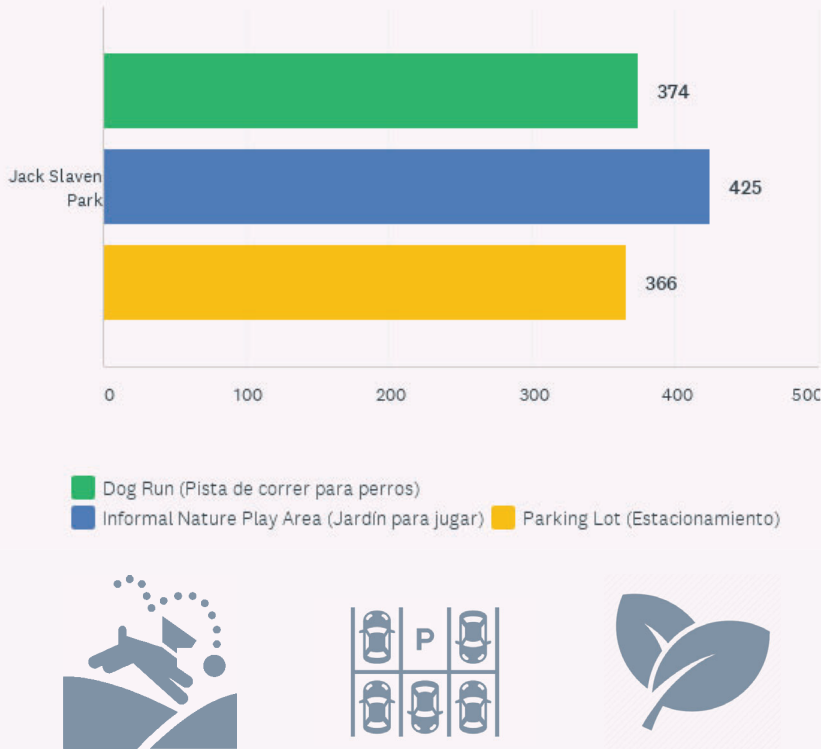
292

RESPONDENTS FROM JACK SLAVEN PARK
ENCUESTADOS DE JACK SLAVEN

COURT ACTIVITIES PEOPLE WANT: ACTIVIDADES CANCHA DE DEPORTE QUE LA GENTE QUIERE:



DOG RUN, PARKING LOT, OR INFORMAL NATURE PLAY? ¿CORRIDA DE PERROS, ESTACIONAMIENTO O JUEGO DE NATURALEZA INFORMAL?



OTHER DESIRED AMENITIES: OTRAS COMODIDADES DESEADAS:

shade structures picnic areas Splash pad pickleball court tennis court rock walls
shade trees playground play benches Swimming pool garbage need run
pool parking lot park pickle ball Swings play structure area
COMMUNITY POOL shade Basketball trees Community water picnic
Basketball court nets Dog park water feature dog walking trail
tennis courts Skate park COURT one parks Water park structures

ADDITIONAL COMMENTS FOR AMENITIES: COMENTARIOS ADICIONALES PARA LAS COMODIDADES:

Woodland need trash already City Woodland trash time people better
shade add Please noise need play area park lot
parking lot dog run area Thank water space dog water features
Dog park dog run great City



DOG RUN
carrera de perros



TRASH CANS
carrera de perros



PARKING LOT (9) / NO
PARKING LOT (12)
estacionamiento (9)/ no
estacionamiento (12)



SHADE
sombra

CALA

JACK SLAVEN PARK SUMMARY RESULTS

RESULTADO RESUMIDO DE JACK SLAVEN PARK





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: October 19, 2021
ITEM #: I.12
SUBJECT: 2022 Spring Lake Parks Project, CIP 20-03; Rick Gonzales Sr. Park Master Plan

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, to review and approve the attached updated Master Plan for Rick Gonzales Sr. Park.

Staff Contact:

Clara Olmedo, Associate Engineer, clara.olmedo@cityofwoodland.org, (530) 661-5824

Fiscal Impact:

The approved Capital Budget includes funding for three Spring Lake Parks: Jack Slaven, Rick Gonzales Sr. and Spring Lake Park. The current approved budget totals \$776,417 for the project consisting of \$300,000 SLIF Parks & Recreation funding (Fund 640) in FY2019/20 and \$476,417 in Spring Lake Capital funding (Fund 594) in FY2020/21.

The \$776,417 existing in the project budget is anticipated to be sufficient to fund the cost of design for the three parks. With continued development in Spring Lake and payment of Spring Lake Park Impact Fees, the City estimates that there will be sufficient funding to complete the construction of all three parks in the 2023 fiscal year. Future Council action will be necessary to appropriate this anticipated added funding prior to bidding for construction.

The total estimated project cost, including project management, design, construction and inspection, is estimated to be \$6.0 million.

There is no impact to the General Fund.

Background:

The Spring Lake Specific Plan includes three neighborhood parks and a central park. The first neighborhood park, Jack Slaven Park, was built in 2010 and is located on Mickle Avenue and Ortiz Avenue. The construction of this park developed 6.7 acres of park improvements and left 1.3 acres undeveloped.

The second park, Rick Gonzales Sr. Park, was built in 2018 and is located on Mickle Avenue and Centennial Drive adjacent to Spring Lake Elementary School. This park is 10 acres, of which 7 acres were constructed with the first phase and 3 acres remain unimproved.

The third neighborhood park, Spring Lake Park, is located on Shellhammer Dr. and Osborn Dr. Two acres of this 8 acre park were improved in 2018 concurrently with the first phase of Rick Gonzales. At the time the first phase of the phase was under construction, the subdivision surrounding the park was still being developed and many of the homes near the park had not yet been occupied. The majority of the amenities for this park were therefore deferred until the remaining 6 acres were ready to be improved and additional residents had moved in to the neighborhood.

The currently unnamed 4 acre central park is located on Parkland Avenue and Harry Lorenzo Avenue, surrounded by the Spring Lake Central subdivisions. The master plan for this park has not yet been developed however during the recent public outreach input was sought on what amenities the neighborhood would like to

ultimately see built in this park.

Prior to the first construction phase of Rick Gonzales Sr. Park and Spring Lake Park, the City had master plans drafted to show preferred amenities for each park based on community feedback. At the time, the City presented the draft master plan for the parks at several public meetings to receive input and feedback. In this current phase, City staff performed a public outreach process to reassess desired park amenities and to determine if the original master plans met the current needs of the community. The following summarizes the public outreach and community engagement process:

- June 5 - July 7, 2021: Online Parks Amenities Survey (Summary of results attached)
- August 26, 2021: Public Open House to summarize survey results and get feedback on draft master plan updates
- September 21, 2021: Presentation to the Parks Subcommittee
- September 27, 2021: Parks Commission Report on updated master plans

The online survey ran during the month of June 2021 and the results demonstrated the need to modify the original masterplans.

Discussion:

Rick Gonzales Sr. Park is located on Mickle Avenue and Centennial Drive and north of Spring Lake Elementary School. The proposed updated Rick Gonzales Sr. Park Master Plan is attached for Council review and approval. The Master Plan changed from the original plan due to input received from the neighborhood. Additionally, in response to growing school enrollment needs in the neighborhood, the Woodland Joint Unified School District reached out to the City during the public outreach phase to explore the potential to expand the Spring Lake Elementary School site. The City and the District are evaluating the feasibility of expanding the school site by approximately 2 acres in order to accommodate the increased school facility needs and to meet state requirements. The area under evaluation is shown shaded on the updated master plan. If this concept were to move forward, proceeds from a transfer of park land to the District would be put back into the Spring Lake Parks fund and reserved for remaining improvements to Spring Lake Parks. Discussions between the City and the School District also include the possibility of public access to the fields and court facilities on the elementary school site during non-school use hours.

As the concept of expanding the school has only recently surfaced and additional time is needed to evaluate the concept as well as solicit input from the neighborhood, staff recommendation is to approved the updated master plan to include the proposed tennis court and completion of landscaped areas outside of the area under consideration for expansion of the school site. The shaded area would be reserved for consideration of possible school site expansion. If the potential expansion option does not proceed, the City will return to Council with a request to update the master plan to include additional turf and a basketball court.

The first construction phase of Rick Gonzales Sr. Park included:

- 7-acre improvement area
- Multi-use turf area to accommodate a youth soccer field and a T-Ball size baseball field
- Playground area and equipment for 2-5 aged and 5-12 aged children
- Benches, pathway lighting, drinking fountains
- Paved and decomposed granite paths with connections to adjoining greenbelt network and fitness stations
- Group and small picnic shelters
- Restroom and maintenance building
- Low water use landscaping

The attached updated Master Plan for the second construction phase will include:

- Tennis court (with Pickle ball markings)
- Completion of landscaping along the west and east sides of the park

The original Master Plan included a parking lot. However, the parking lot did not rank high among the amenities presented in the survey. In addition, construction of onsite parking is relatively costly and would divert resources from other higher-ranked amenities. The parks in Spring Lake are designed primarily as neighborhood parks that nearby residents can access easily by bicycle or on foot, reducing the need for parking lots.

With the approval of the updated Rick Gonzales Sr. Master Plan, the final design and construction documents can begin for the next phase of improvements. Staff anticipates project design complete and ready for bid by Spring 2022. This timeline will allow construction of the second phase in Summer 2022 and the park opening in Spring 2023.

Conclusion:

Staff recommends the City Council adopt Resolution No. _____, to review and approve the attached updated Master Plan for Rick Gonzales Sr. Park.

Prepared by: Clara Olmedo, Associate Engineer

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



Ken Hiatt
City Manager

Attachments:

1. Resolution
2. Rick Gonzales Sr. Park Master Plan
3. Survey Results-Rick Gonzales

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE MASTER PLAN FOR RICK GONZALES SR. PARK**

WHEREAS, the City conducted a community survey in June and July 2021 to gather feedback on the desired amenities for Rick Gonzales Sr. Park; and

WHEREAS, a Master Plan was prepared for the Rick Gonzales Sr. Park as part of the 2022 Spring Lake Parks Project, CIP 20-03; and

WHEREAS, the City held a public meeting on August 26, 2021 to solicit feedback from the Spring Lake neighborhood on park amenity and design options for Rick Gonzales Sr. Park Master Plan; and

WHEREAS, the City presented the Rick Gonzales Sr. Park Master Plan to the Parks and Recreation Subcommittee on September 27, 2021 for review and comment; and

WHEREAS, the project is included as the 2022 Spring Lake Parks, CIP 20-03 in the FY 20/21 Capital Budget and is funded through Fund 640 SLIF Park and Recreation fees; and

WHEREAS, the City wishes to approve updates to the Master Plan for Rick Gonzales Sr. Park through the adoption of this Resolution.

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

Section 1. The City Council hereby approves the updated Rick Gonzales Sr. Park Master Plan.

PASSED AND ADOPTED this 19th day of October 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor
ATTEST:

Ana B. Gonzalez, City Clerk



PROPOSED AMENITIES

- TENNIS COURT (WITH PICKLE BALL COURT LINES)
- LANDSCAPING OF SWALE ALONG SOMERSET CIRCLE

EXISTING AMENITIES

- YOUTH SOCCER FIELD
- (2-5, 5-12 AGE) PLAY STRUCTURES
- GROUP PICNIC AREA
- WALKING PATH
- MULTI-USE FIELD
- INFORMAL BALLFIELD
- RESTROOM
- NATURE PLAY AREA
- FITNESS STATIONS



RICK GONZALES SR. PARK PROPOSED AMENITIES



9/20/2021

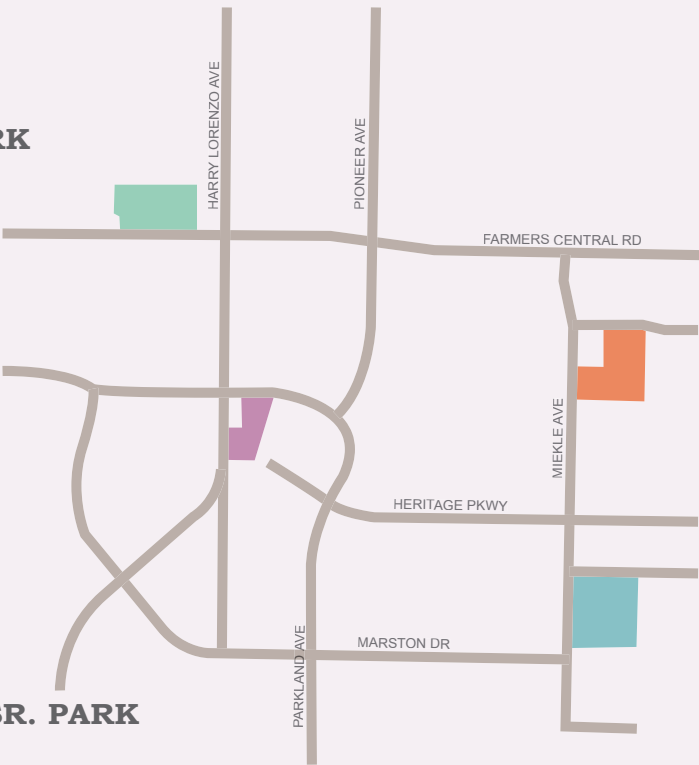
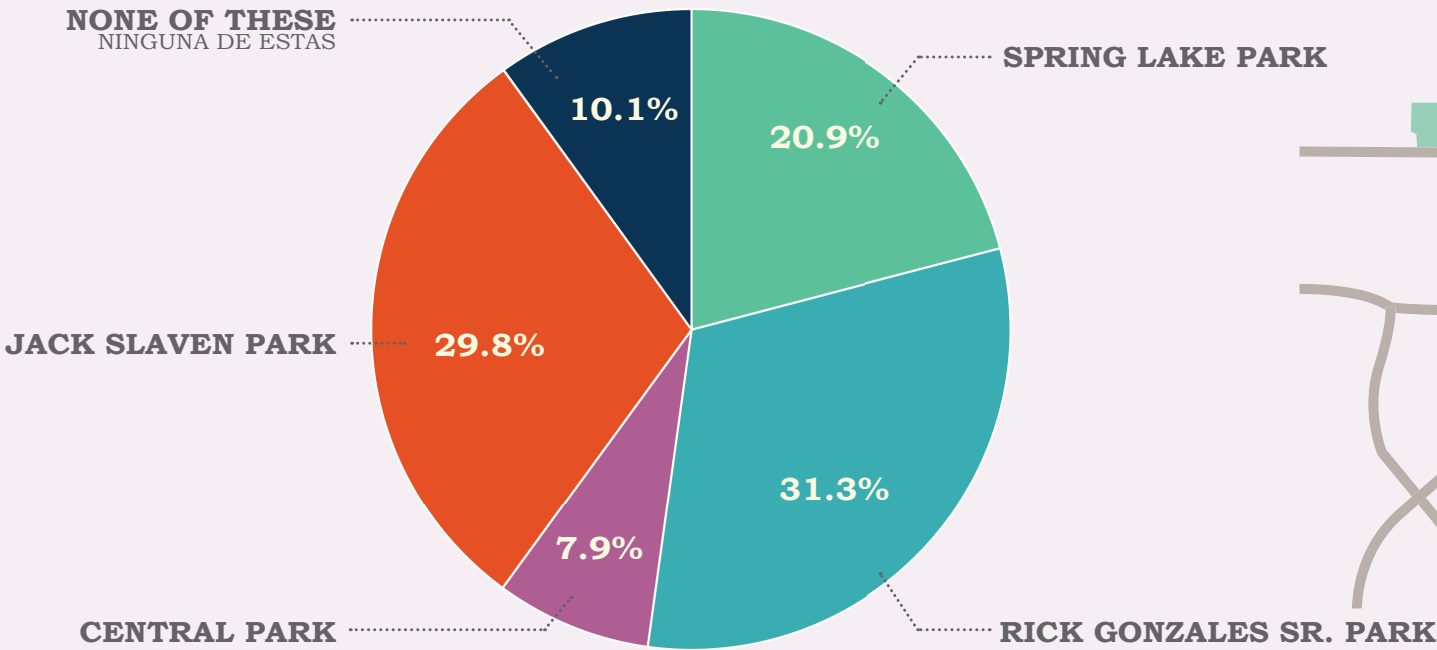
RESULTS ARE IN!

¡LOS RESULTADOS ESTÁN AQUÍ!



1,009 TOTAL NUMBER OF RESPONDERS
NÚMERO TOTAL DE PERSONALS ENCUESTADAS

Q2: WHICH PARK DO YOU LIVE NEAR? ¿POR CUAL PARQUE VIVE USTED?



Q21: WHAT AMENITIES DO YOU TRAVEL OUTSIDE SPRING LAKE FOR? ¿PARA QUÉ COSAS VIAJAS FUERA DE SPRING LAKE?

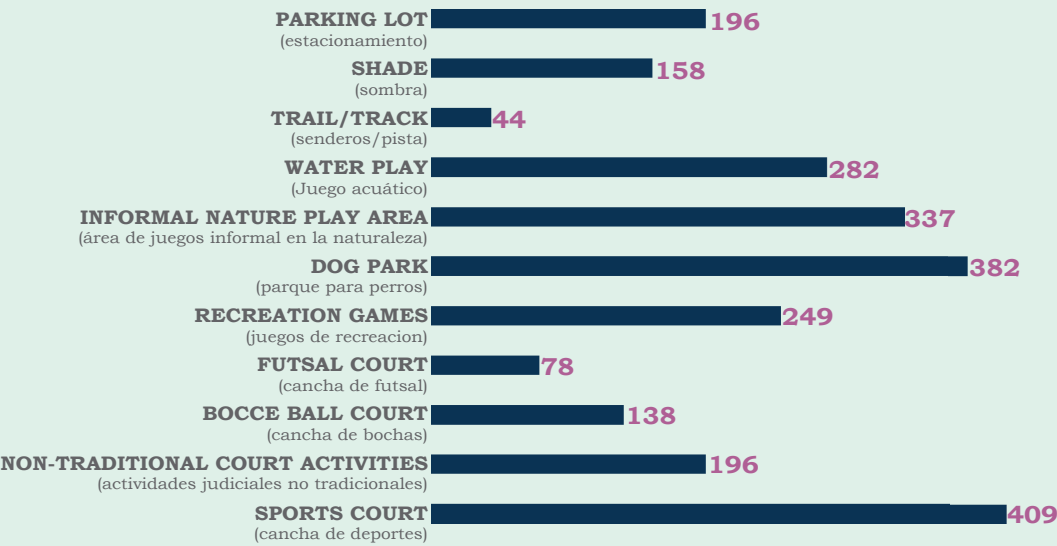
Community water play areas run bike paths skate park playground equipment trails kids adults
Splash pad bathrooms Davis cover Basketball fun Courts features playground
restrooms Basketball court splash Swimming pool Community Pool
trees Disc golf kids play areas water safe walk space
farmers market structure pool hiking Dog park
play structures kids park picnic shade Tennis court area
swimming tennis courts benches play structure slides
walking paths children nature Tennis basketball
Water features large trees Swings Play go clean water play lots
shade trees Concerts large soccer tennis softball sports Bocce Ball dog run
running track picnic tables Pickleball tennis Pickleball special events walking trails
Wooden play structure open

TOP MENTIONS INCLUDE THE FOLLOWING:
LO MAS POPULAR ES LO SIGUIENTE:

- **WATER PLAY** (Juego acuático) **83**
- **SPORTS COURT** (cancha de deportes) **80**
- **SHADE** (sombra) **75**
- **PLAY STRUCTURE** (estructura de juego) **68**
- **TRAILS/TRACK** (caminos) **43**
- **DOG PARK** (parque para perros) **35**



AMENITIES YOU WANT IN THESE PARKS: COMODIDADES QUE DESEA EN ESTOS PARQUES:

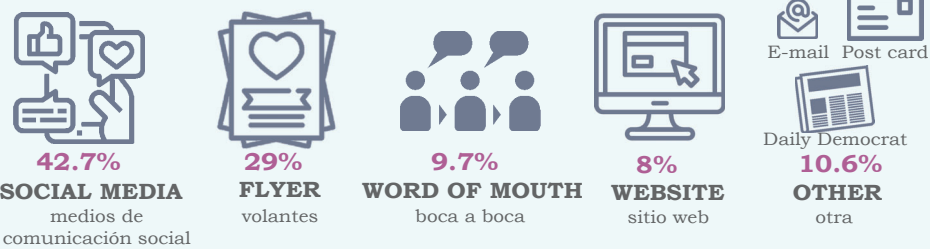


MAJOR THEME OF WRITTEN COMMENTS: TEMA PRINCIPAL DE COMENTARIOS ESCRITOS:

- **WATER PLAY** (Juego acuático)
- **SHADE** (sombra)
- **SPORTS COURT** (cancha de deportes)
- **DOG PARK** (parque para perros)



Q22: HOW DID YOU HEAR ABOUT THIS SURVEY? CÓMO SE OYÓ LA GENTE DE ESTA ENCUESTA:



CALA

OVERALL SUMMARY RESULTS

RESULTADOS DE LA ENCUESTA COMUNITARIA



RESULTS ARE IN!

¡LOS RESULTADOS ESTÁN AQUÍ!



307

RESPONDENTS FROM RICK GONZALES SR. PARK
ENCUESTADOS DE RICK GONZALES SR.

OTHER DESIRED AMENITIES: OTRAS COMODIDADES DESEADAS:

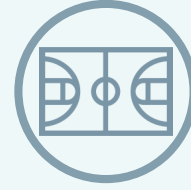
Basketball pickleball court Jack Slaven Park fountains playground better picnic areas
larger Water play area benches Swimming pool Walking
Water feature lot needed put small sand Splash pad splash
Water area adjacent Somerset area play structure shade grass
park parking lot trees adjacent Somerset Circle Pool structures
one PLEASE kids feature Water play picnic shade trees running
Dog park another Community pool Swings COURT covered
shade structures Basketball Court play area Skate park dogs Community



WATER PLAY
juego acuático



SHADE
sombra



SPORT COURT
cancha deportiva



TRASH CANS
carrera de perros



DOG RUN
carrera de perros



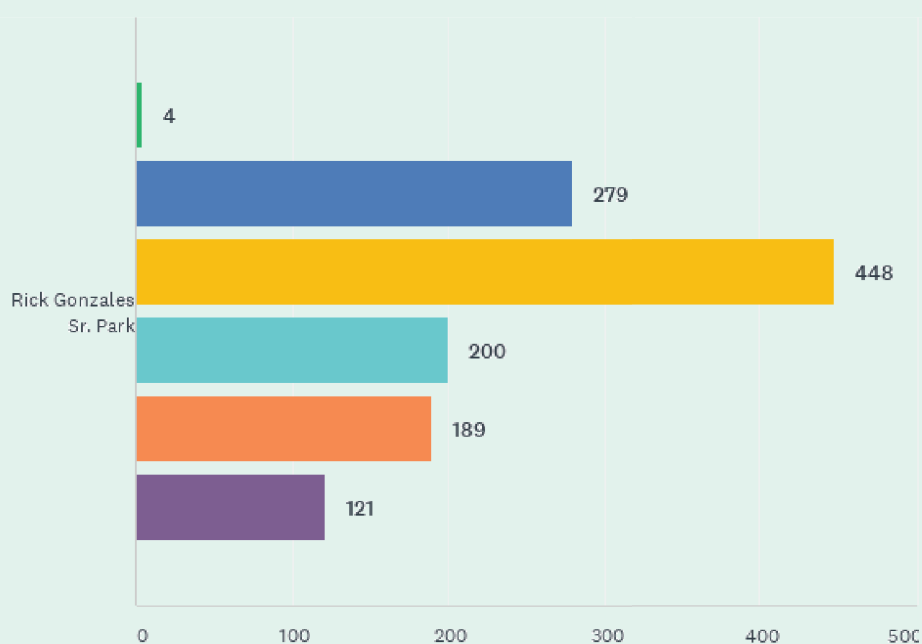
TRAILS
sendero



PICNIC AREA
área de picnic

TYPE OF SPORTS FIELDS PEOPLE WANT:

TIPO DE CAMPO DEPORTIVO QUE QUIERES:



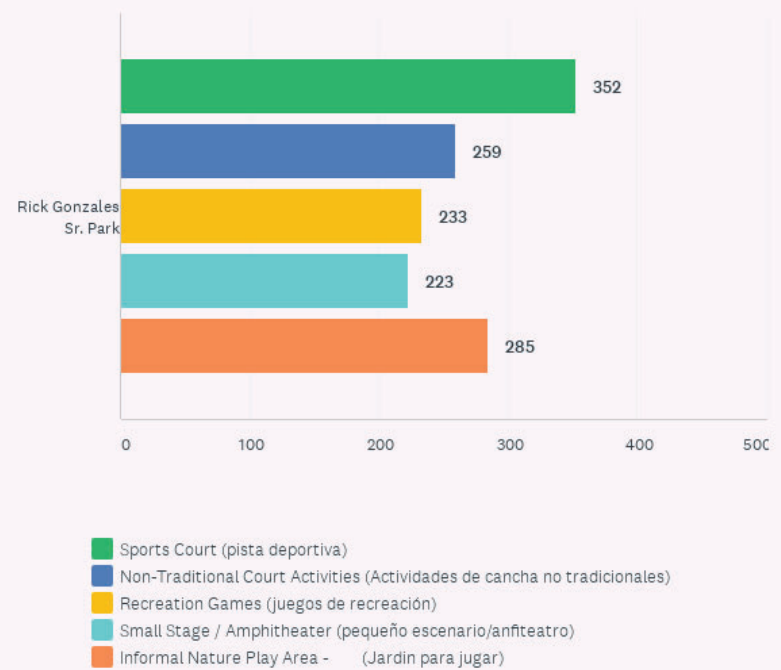
Sand Volleyball Court Turf Volleyball Court (cancha de voleibol de césped)
Tennis Court (pista de tenis) Pickleball Court (cancha de pickleball)
Bocce Ball Court (cancha de bochas) Futsal Court (cancha de fútbol sala)

ADDITIONAL COMMENTS FOR AMENITIES: COMENTARIOS ADICIONALES PA RA LAS COMODIADES:

weeds soccer field lots add dog run make water since parking lot
maintained shade love trees Woodland area people park
nice need Keep Please dogs grass great use soccer better existing
Dog park play

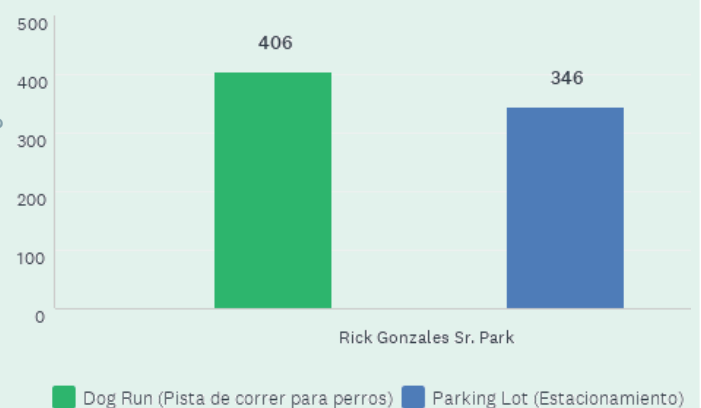
COURT ACTIVITIES PEOPLE WANT:

ACTIVIDADES CANCHA DE DEPORTE QUE LA
GENTE QUIERE:



Sports Court (pista deportiva)
Non-Traditional Court Activities (Actividades de cancha no tradicionales)
Recreation Games (juegos de recreación)
Small Stage / Amphitheater (pequeño escenario/anfiteatro)
Informal Nature Play Area - (Jardin para jugar)

DOG RUN OR PARKING LOT? ¿PARQUE PARA PERROS O ESTACIONAMIENTO?



Dog Run (Pista de correr para perros) Parking Lot (Estacionamiento)

RICK GONZALES SR. PARK SUMMARY RESULTS

RESULTADO RESUMIDO DE RICK GONZALES SR. PARK

CALA

