



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

November 2, 2021
6:00 PM

CITY COUNCIL

PLEASE NOTE: The November 2, 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.

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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

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING 6:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

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

E. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

1. SUBJECT: Long Range Calendar

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

F. CONSENT CALENDAR

2. SUBJECT: City Council Meeting Minutes of October 5, 2021 and October 19, 2021

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of September 7, 2021 and September 21, 2021.

3. SUBJECT: Recognize the Month of November as Native American Heritage Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation recognizing the month of November as Native American Heritage Month.

4. SUBJECT: Findings and Determinations under AB 361 for the Continuation of Virtual Meetings

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, making findings and determinations under AB 361 for the continuation of virtual meetings.

5. SUBJECT: West Woodland Safe Routes to School Project, CIP 17-09; Final Acceptance and Notification of Completion

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ to: 1) Appropriate \$107,000 of Measure F (507) fund balance to the West Woodland Safe Routes to School Project, CIP 17-09; and 2) Authorize a \$85,100 increase to the consultant services contract with Associated Engineering Consultants Inc, bringing the total contract to \$326,182; and 3) Authorize a \$9,000 increase to the construction contract contingency, bringing the total contract contingency to \$255,018; and 4) Accept

the construction contract as complete and authorize the City Clerk to file a Notice of Completion.

6. SUBJECT: Department of Water Resources (DWR) Grant Application, Aquifer Storage & Recovery (ASR) Well #31 Improvement Project, CIP #17-05

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ to: 1) Authorize the City Manager to prepare a complete DWR Grant Application, 2) Accept Grant Funding Approval, and 3) Execute the DWR Grant Application Funding Agreement upon Approval for the City of Woodland ASR Well #31 Improvement Project.

7. SUBJECT: Installation of Housing Units at Permanent Supportive Housing Project Site

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing Friends of the Mission to install housing units (modular buildings) at the Permanent Supportive Housing project site located at the northwest corner of East Beamer Street and County Road 102.

G. REPORTS OF THE CITY MANAGER

8. SUBJECT: Introduction and First Reading of Fireworks Ordinance

RECOMMENDATION FOR ACTION: Staff respectfully request that the City Council introduce and conduct first reading of Ordinance No. _____, An Ordinance of the City of Woodland amending Chapter 8.20 of the Woodland Municipal Code regarding fireworks.

9. SUBJECT: American Rescue Plan (ARP) Act Spending Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an update on the development of the City's American Rescue Plan (ARP) Act spending plan, receive results of the ARP citizen input survey, and provide feedback and direction to staff on the proposed allocation of the City's ARP funding

H. 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, November 2, 2021 was posted on Thursday, October 28, 2021 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.


Ana B. Gonzalez
City Clerk

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such requests must be made in writing to the Office of the City Clerk of the City of Woodland.

Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st.

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 2, 2021
ITEM #: E.1
SUBJECT: Staff Report Title (Do not include the text 'SUBJECT:' in this field)

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 16TH

REGULAR MEETING

Consent Calendar

Soroptomist Proclamation

Small Business Saturday Proclamation

Fire Quarterly Report

Police Quarterly Report

Prudler Subdivision Sports Park CFD Annexation

Prudler Subdivision Maintenance CFD

Fireworks Ordinance - 2nd reading

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

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

Animal Services Contract

Job description updates:

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

Regular Calendar

Water Refunding Bond

Quarterly Budget Update

Cannabis Zoning Ordinance – 1st reading

Cannabis Permit Ordinance – 1st reading

Mayoral rotation

DECEMBER 7TH

REGULAR MEETING

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

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

Cannabis Zoning Ordinance – 2nd reading

Cannabis Permit Ordinance – 2nd reading

Quarterly Treasurer's Report

Sympro Contract Approval

Prudler Subdivision Sports Park CFD Annexation Intent Meeting

Prudler Subdivision Services CFD Formation Intent Meeting

Tree Ordinance Amendments Update

SB 1383 Implementation Update and Ordinance 1st reading

Public Hearing - Water/Sewer Rate Ordinance – 1st reading

Council Committee Assignments

Council Calendar Schedule

DECEMBER 21ST**REGULAR MEETING**

AB1600 Annual Report
Measure J Annual Report
Measure F Annual Report
Sports Park CFD SB165 Annual Report
Waste Management Annual Rate Adjustment

JANUARY 4TH**REGULAR MEETING**

City Council Meeting Minutes of December 7, 2021 and December 21, 2021
Water/Sewer Rate Ordinance – 2nd reading

JANUARY 18TH**REGULAR MEETING**

Public Hearings – Prudler Services CFD and Sports Park CFD Annexation
Woodland Research Technology Park – EIR Specific Plan Adoption

Future Topics / Study Sessions:

Presentation on 2020 Census Data (January)
Outdoor Dining Parklet - Temporary Ordinance (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: November 2, 2021

ITEM #: F.2

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

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of October 5, 2021 and October 19, 2021.

Staff Contact:

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

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

Ken Hiatt
City Manager

Attachments:

1. 10_05_2021 Minutes_DRAFT
2. 10_19_2021 Minutes_DRAFT

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, October 5, 2021

6:00 PM

City Council

CITY COUNCIL

PLEASE NOTE: The October 5, 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.

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Meeting ID: 997 5902 6181

CLOSED SESSION 5:30 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Pursuant to Section 54956.8
PROPERTIES: 2109 Mickle Avenue
AGENCY NEGOTIATOR: City Manager Ken Hiatt and City Attorney Ethan

**JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING
6:00 PM**

C. CALL TO ORDER

Meeting called to order at 6:00 PM.

D. ROLL CALL

All Council Members present via roll call vote.

Present: Fernandez, Garcia-Cadena, Lansburgh, Vega and Mayor Stallard

Absent: None

E. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Fire Marshall Emily Walling.

F. COMMUNICATIONS - PUBLIC COMMENT

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

An email received from Bruck Jacks regarding artificial intelligence was read into the record.

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

Verbal updates provided by Council Members/Staff.

2. SUBJECT: Long Range Calendar

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

H. PRESENTATIONS

3. SUBJECT: Presentation on City of Woodland Water Supply

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an informational report on the status of the City of Woodland's water supply.

Received informational report from Principal Utilities Civil Engineer Tim Busch on the status of the City of Woodland's water supply.

I. CONSENT CALENDAR

4. SUBJECT: City Council Meeting Minutes of September 7, 2021 and September 21, 2021

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of September 7, 2021 and September 21, 2021.

Adopted the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of September 7, 2021 and September 21, 2021.

5. SUBJECT: Proclaim October 3-9, 2021 as Fire Prevention Week

RECOMMENDATION FOR ACTION: Staff recommends that the City Council join the National Fire Protection Association in proclaiming October 3-9, 2021 as Fire Prevention Week.

Proclaimed October 3-9, 2021 as Fire Prevention Week.

6. SUBJECT: 2021 Woodland Extra Mile Day

RECOMMENDATION FOR ACTION: Staff recommends that the City Council declare November 1, 2021 as "Extra Mile Day" in the City of Woodland.

Declared November 1, 2021 as "Extra Mile Day" in the City of Woodland.

7. SUBJECT: Proclaim October 2021 as Breast Cancer Awareness Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation proclaiming October 2021 as Breast Cancer Awareness Month.

Mayor Stallard did not participate in this item.

On a motion by Council Member Garcia-Cadena, seconded by Mayor Pro Tem Vega and carried on a 4-0 roll call vote, Council Members proclaimed October 2021 as Breast Cancer Awareness Month.

AYES: Members Fernandez, Garcia Cadena, Lansburgh and Mayor Pro Tem Vega

NOES: None

ABSTAIN: None

ABSENT: Mayor Stallard

9. SUBJECT: Third Amendment to the Security Professional Service Agreement with Allied Universal Security Services for Woodland Public Library

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the third amendment to the Security Professional Service Agreement with Allied Universal Security Services for the Woodland Public Library.

Adopted RESOLUTION NO. 7792, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A THIRD AMENDMENT TO THE SECURITY PROFESSIONAL SERVICE AGREEMENT WITH ALLIED UNIVERSAL SECURITY SERVICES.

10. SUBJECT: FY2020 Homeland Security Grant Award Acceptance and Budget Appropriation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____,

1. Authorizing the Police Department to accept the FY2020 Homeland Security Grant Award in the amount of \$70,376 for the purchase of nine (9) portable all-band radios; and
2. Authorizing the City Manager to appropriate \$70,376 to Fund 330 for the purchase of the awarded equipment.

Adopted RESOLUTION NO. 7793, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE POLICE DEPARTMENT TO ACCEPT THE 2020 HOMELAND SECURITY GRANT AWARD AND AUTHORIZING THE CITY MANAGER TO APPROPRIATE \$70,376 TO THE OTHER FEDERAL GRANTS FUND (330) FOR THE PURCHASE OF PORTABLE ALL-BAND RADIOS.

11. SUBJECT: Final Acceptance and Notice of Completion for North Regional Pond and Pump Station, CIP #17-21

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, 1) Accepting the North Regional Pond and Pump Station, CIP #17-21 as complete; 2) Authorizing the City Clerk to file a Notice of Completion; and 3) Approve the appropriation of \$20,000 from the SLIF Storm Drain Fund (681) to the Project.

Adopted RESOLUTION NO. 7794, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT AS COMPLETE; AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION; AND APPROVE APPROPRIATION OF \$20,000 FROM THE SLIF STORM DRAIN FUND TO THE PROJECT FOR NORTH REGIONAL POND AND PUMP STATION (CIP #20-11) .

12. SUBJECT: Consideration of a Resolution Making Findings and Determinations under AB 361 for the Continuation of Virtual Meetings.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, Making Findings and Determinations under AB 361 for the Continuation of Virtual Meetings.

Adopted RESOLUTION NO. 7795, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND MAKING FINDINGS AND DETERMINATIONS UNDER AB 361 FOR THE CONTINUATION OF VIRTUAL MEETINGS.

On a motion by Council Member Garcia-Cadena, seconded by Mayor Pro Tem Vega and carried unanimously on a 5-0 roll call vote, Council Members approved Consent Calendar Items No. 4 through 12, minus Item No. 8 which was pulled for separate discussion. Mayor Stallard did not participate in Item No. 7 and therefore appears as absent from that item.

AYES: Members Fernandez, Garcia-Cadena, Lansurgh, Vega and Mayor Stallard

NOES: None

8. SUBJECT: Agreement with Tyler Technologies for a New Enterprise Resource Planning System

RECOMMENDATION FOR ACTION: Staff recommends that the City Council

approve Resolution No. _____, authorizing the City Manager to enter into a contract with Tyler Technologies for the implementation of a Financial and Land Management Software System, including Electronic Timekeeping, Human Resources, and Code Enforcement modules.

On a motion by Council Member Fernandez, seconded by Mayor Pro Tem Vega and carried unanimously on a 5-0 roll call vote, Council Members adopted RESOLUTION NO. 7791, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH TYLER TECHNOLOGIES FOR AN ENTERPRISE RESOURCE PLANNING SYSTEM.

**AYES: Members Fernandez, Garcia-Cadena, Lansburgh, Vega and Mayor Stallard
NOES: None**

J. REPORTS OF THE CITY MANAGER

13. SUBJECT: 2021 Water and Sewer Rate Studies

RECOMMENDATION FOR ACTION: Staff recommends that the City Council (1) receive a summary of the 2021 Water and Sewer Rate Studies; and (2) set December 7, 2021 as the Public Hearing date for the proposed rate adjustments; and (3) approve Resolution No. _____, Adopting Procedures for Providing Notice and Receiving and Tabulating Written Protests to Property Related Fees and Charges.

Received a summary of the 2021 Water and Sewer Rate Studies from HDR Consultant Shawn Koorn and set December 7, 2021 as the Public Hearing date for the proposed rate adjustments.

K. ADJOURN

Meeting adjourned at 07:51 PM in memory of Ed Barrera and Delfino Macias.

Respectfully submitted,

Ana B. Gonzalez, City Clerk

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, October 19, 2021

6:30 PM

City Council

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.

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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

Meeting called to order at 6:30 PM.

D. ROLL CALL

All Council Members present via roll call vote.

PRESENT: Members Fernandez, Garcia-Cadena, Lansburgh, Vega and Mayor Stallard
ABSENT: None

E. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Janet Ruggiero.

F. COMMUNICATIONS - PUBLIC COMMENT

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

An email received by Eulalio Ortega regarding Clanton Way deterioration was read into the record and a voicemail received by Ron Ortel regarding the school district and the City's lack of mismanagement was played into the record.

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

Verbal updates provided by Council Members/Staff.

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.

Received 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.

Received 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

Approved 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).

Adopted RESOLUTION NO. 7796, 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).

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.

Adopted RESOLUTION NO. 7797, 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.

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.

Adopted RESOLUTION NO. 7798, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING APPLICATION TO THE HOMEKEY PROGRAM.

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.

Mayor Pro Tem Vega recused herself from this item.

On a motion by Council Member Fernandez, seconded by Council Member Garcia-Cadena and carried on a 4-0 roll call vote, Council Members adopted RESOLUTION NO. 7799, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE MASTER PLAN FOR SPRING LAKE PARK.

AYES: Fernandez, Garcia-Cadena, Lansburgh and Mayor Stallard

NOES: None

ABSTAIN: None

ABSENT: Mayor Pro Tem Vega

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.

On a motion by Council Member Lansburgh, seconded by Mayor Pro Tem Vega and carried unanimously on a 5-0 roll call vote, Council Members adopted RESOLUTION NO. 7800, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE MASTER PLAN FOR JACK SLAVEN PARK.

AYES: Members Fernandez, Garcia-Cadena, Lansburgh, Vega and Mayor Stallard

NOES: None

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.

On a motion by Council Member Lansburgh, seconded by Mayor Pro Tem Vega and carried unanimously on a 5-0 roll call vote, Council Members voted to postpone this item and bring it back at a future meeting.

AYES: Members Fernandez, Garcia-Cadena, Lansburgh, Vega and Mayor Stallard

NOES: None

J. ADJOURN

Meeting adjourned at 8:22 PM in memory of John Hoover.

Respectfully submitted,

Ana G. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 2, 2021
ITEM #: F.3
SUBJECT: Recognize the Month of November as Native American Heritage Month

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation recognizing the month of November as Native American Heritage Month.

The Woodland City Council is being asked, by the Yocha Dehe Wintun Nation, to consider a proclamation recognizing and observing Native American Heritage Month in November by encouraging its public institutions and organizations to recognize Native American Heritage Month.

By acknowledging Native American Heritage Month, the City of Woodland will commit itself to promote the health, safety, and well-being of Woodland's indigenous and Native American populations.

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. Woodland Native American Heritage Month Proclamation

**PROCLAMATION
RECOGNIZING THE MONTH OF NOVEMBER AS
“NATIVE AMERICAN HERITAGE MONTH”**

WHEREAS, the “Native American Heritage Month” has been established at the national and state levels with proclamations and celebrations to recognize the diverse cultures, traditions, histories, significant contributions and present day lives of Native Americans;

WHEREAS, the City of Woodland established in 1871, within an area of California that represented the unceded territory of indigenous people known as the Patwin or Southern Wintun;

WHEREAS, the earliest historic written records of the Patwin (which literally means “people” in the native tribal language) begin with the Spanish mission explorations and registers, and ethno-historic records show the Patwin inhabited the lower hills of the eastern North Coast Ranges to the Sacramento River, and from Princeton south to the San Pablo and Suisun bays;

WHEREAS, like most indigenous people throughout the United States, the Patwin people were forced from their ancestral lands onto rancherias during the early 1900s, where they currently reside, as citizens of three sovereign, federally-recognized tribal governments, today known as the Yocha Dehe Wintun Nation, Kletsel Dehe Band of Wintun Indians, and Cachil Dehe Band of Wintun Indians;

WHEREAS, the City of Woodland is to be acknowledged as historical Patwin territory, out of respect for the Patwin people as the original stewards of the land upon which this (City/County/School Board) has thrived;

WHEREAS, the City of Woodland has a meaningful government-to-government relationship with the Yocha Dehe Wintun Nation and works in partnership to address the needs of the community and improve the lives of people who live within their respective jurisdictions today;

WHEREAS, Native people have made and continue to make distinct and significant contributions in many fields, including academic scholarship, agriculture, astronomy, art, business, education, ecology, engineering, environmentalism, economics, forestry, government, irrigation systems, language, leadership, literature, mathematics, medicine, military, music, politics, poetry, science, and traditional cultures;

WHEREAS, the designation of Native American Heritage Month will encourage educational institutions in the City of Woodland to enhance their understanding of Native Americans by providing accurate curriculum, focusing on the local Patwin tribes, as well as the historical and contemporary achievements and contributions of Native Americans;

WHEREAS, the City of Woodland discourages any and all forms of racial slurs, names, or imagery that depict indigenous people as mascots or logos in educational institutions, sports teams, or any other organization within this City/County;

WHEREAS, the City of Woodland will encourage its citizens to acknowledge and celebrate November as Native American Heritage Month every year to foster education, relationships, and cooperation with Native people while also supporting social and economic opportunities for them within the City of Woodland.

NOW, THEREFORE, we, the Councilmembers on behalf of the citizens of Woodland hereby proclaim November as Native American Heritage Month in the city of Woodland. In doing so, the City of Woodland will recognize and observe Native American Heritage Month in November by encouraging its public institutions and organizations to recognize Native American Heritage Month. Additionally, the City of Woodland will commit itself to promote the health, safety, and well-being of Woodland’s indigenous and Native American populations as demonstrated by acknowledging Native American Heritage Month.

DATED: November 2, 2021

Tom Stallard, Mayor

Mayra Vega, Mayor Pro Tempore
Tania Garcia-Cadena, Council Member

Vicky Fernandez, Council Member
Rich Lansburgh, Council Member



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 2, 2021
ITEM #: F.4
SUBJECT: Findings and Determinations under AB 361 for the Continuation of Virtual Meetings

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. ____, making findings and determinations under AB 361 for the continuation of virtual meetings.

Staff Contact: Ana B. Gonzalez, City Clerk, (530) 661-5906, ana.gonzalez@cityofwoodland.org

FISCAL IMPACT

There is no fiscal impact from this item.

BACKGROUND

On March 17, 2020, in the face of the COVID-19 pandemic, Governor Gavin Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means.

The provisions in the Brown Act that were suspended by the Governor's Executive Order are contained in Government Code Section 54953(b)(3) and require that when teleconferencing is used, outside of a statewide emergency, the following occur:

- An agenda is required to be posted at all locations, including any teleconference locations.
- Each teleconference location must be identified on the actual agenda.
- Each teleconference location shall be accessible to the public.
- A quorum of the legislative body must be in the jurisdiction.

With the Governor's Executive Order, the four above requirements were suspended, allowing councilmembers to not have to post an agenda at their teleconference location, not have to identify their location on the meeting agenda, not have to ensure public accessibility at the teleconference location, and the legislative body did not need a quorum in the jurisdiction. As the City Council is aware, this allowed the City Council and all other meetings of legislative bodies of the City to be conducted by Zoom with councilmembers, commission members, committee members, and staff all joining from remote locations.

The suspension of certain provisions of the Brown Act was further extended by the Governor on June 11, 2021 by the issuance of Executive Order N-08-21, which continued to allow for complete virtual meetings until September 30, 2021.

With the current pending expiration of the Governor's Executive Order, the State Legislature adopted Assembly Bill 361. On September 16, 2021, the Governor signed AB 361, which allows legislative bodies to meet virtually provided there is a state of emergency declared by the Governor, and either (1) state or local officials have imposed or recommended measures to promote social distancing; or (2) the legislative body determines by majority vote that meeting in person would present imminent risks to the health and safety of attendees. The City Council first made these findings at its October 5 meeting. Staff will continue to bring this resolution forward for consideration at least every thirty days for so long as the City Council intends to continue remote meetings.

DISCUSSION

AB 361 preserves many of the provisions of the earlier executive orders, including the suspension of the four teleconferencing requirements noted above, while also adding new requirements to the management of remote and teleconference public meetings in order to better achieve the levels of transparency that the Brown Act demands. Specifically, AB 361 imposes two new rules on remote public meetings:

1. Local governments and agencies hosting teleconference meetings in lieu of traditional in-person public meetings must permit direct public comment during the teleconference, and must leave open the opportunity for public comment until the comment period for a given item is closed during the ordinary course of the meeting. The opportunity to make public comment must be of a sufficient duration so as to allow actual public participation. The City already complies with this requirement, so it presents no change to our current practice.
2. Any action by the governing body during a public teleconference meeting must occur while the agency is actively and successfully broadcasting to members of the public through a call-in option or an internet-based service option. If a technical disruption within the agency's control prevents members of the public from either viewing the meeting of the public agency, or prevents members of the public from offering public comment, the agency must cease all action on the meeting agenda until the disruption ends and the broadcast is restored. Action taken during an agency-caused disruption may be challenged as a violation of the Brown Act.

In order to continue to qualify for AB 361's waiver of in-person meeting requirements, the City Council must, within thirty (30) days of its first meeting under AB 361, and every thirty (30) days thereafter, make findings that (a) state or local officials recommend measures to promote social distancing, or that (b) an in-person meeting would constitute an imminent risk to the safety of attendees. State officials at Cal-OSHA have, through the adoption of certain regulations, recommended measures to promote social distancing throughout the state. Additionally, Yolo County Health Officer Dr. Aimee Sisson has, in a memo dated September 22, 2021, recommended the continuance of virtual meetings at the present time as a means of promoting social distancing, given the current high case rate of COVID-19 in Yolo County. Dr. Sisson has indicated that she will update the memo as circumstances change, and we will continue to monitor this issue to determine when it is appropriate to return to in-person meetings.

The enclosed resolution makes the necessary findings for the City Council and all subordinate legislative bodies of the City that are subject to the Brown Act to continue with virtual meetings for the time being. City staff will return to the City Council with a resolution every thirty days to allow for the continuance of virtual meetings for so long as the Council and staff believe that virtual meetings are necessary.

It is important too that AB 361 does not require the City to continue with virtual meetings, but simply gives the Council that option. If, at any time, the City Council desires to return to in-person meetings, the Council can agendaize that topic for discussion and direct staff to initiate the transition back to in-person or hybrid meetings. However, at this time, City staff is recommending adoption of the resolution to allow the City Council and all other Commission, Committee, and other Brown Act meetings to continue to be held remotely in order to ensure social distancing consistent with the recommendations of state and local officials.

Conclusion: Staff recommends that the City Council adopt Resolution No. _____, making findings and determinations under AB 361 for the continuation of virtual meetings.

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. AB 361 Recurring Resolution-cl

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND MAKING FINDINGS AND DETERMINATIONS UNDER AB 361 FOR THE CONTINUATION OF VIRTUAL MEETINGS

WHEREAS, the Ralph M. Brown Act (Gov. Code § 54950 *et seq.*) generally requires local agencies meeting via teleconference, including through other virtual or electronic means to, among other things, provide public access at each location in which members of the legislative body are teleconferencing; and

WHEREAS, the Legislature recently enacted Assembly Bill 361 (AB 361), which amended Government Code section 54953 to allow local agencies to meet fully virtually, without fully adhering to the rules otherwise applicable to teleconferencing, during a proclaimed state of emergency if state or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, the Governor issued a proclamation declaring a state of emergency on March 4, 2020 due to the COVID-19 pandemic, pursuant to section 8625 of the California Emergency Services Act, and this proclaimed state of emergency currently remains in effect; and

WHEREAS, state or local officials continue to recommend measures to promote social distancing to prevent the spread of COVID-19, and in particular, Cal-OSHA regulation 3205 recommends physical distancing in the workplace generally and regulates a “close contact,” defined as being within 6 feet of another under certain circumstances, and Yolo County Health Officer Dr. Aimee Sisson has recommended that local public agencies refrain from holding in person public meetings, as a means of promoting social distancing; and

WHEREAS, the continuation of virtual meetings will allow for full participation by members of the public and compliance with the recommendations of state and local officials with regard to social distancing; and

WHEREAS, the City Council of the City of Woodland desires that all City legislative bodies continue to hold virtual meetings pursuant to AB 361 and Government Code section 54953(e).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY RESOLVE AND FIND AS FOLLOWS:

- 1) The recitals set forth above are found to be true and correct and are incorporated herein by reference.
- 2) The City Council has reconsidered the circumstances of the state of emergency.
- 3) As stated in the recitals, state or local officials continue to recommend measures to promote social distancing.
- 4) The City Council and all other legislative bodies of the City of Woodland who are required to hold public meetings shall continue to meet virtually in accordance with Government Code

section 54953(e) and without compliance with section 54953(b)(3), based upon the findings and determinations hereby made by the City Council.

PASSED AND ADOPTED this 2nd day of October 2021, by the following vote:

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

Tom Stallard, Mayor

ATTEST:

Ana Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 2, 2021
ITEM #: F.5
SUBJECT: West Woodland Safe Routes to School Project, CIP 17-09; Final Acceptance and Notification of Completion

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ to: 1) Appropriate \$107,000 of Measure F (507) fund balance to the West Woodland Safe Routes to School Project, CIP 17-09; and 2) Authorize an \$85,100 amendment to the consultant services contract with Associated Engineering Consultants Inc, bringing the total contract to \$326,182; and 3) Authorize a \$9,000 increase to the construction contract contingency, bringing the total contract contingency to \$255,018; and 4) Accept the construction contract as complete and authorize the City Clerk to file a Notice of Completion.

Staff Contact:

Miguel Chavez, Sr. Construction Project Manager – (530) 661-5952, miguel.chavez@cityofwoodland.org

Fiscal Impact:

The approved Capital Budget for the entire project is \$6,634,000, consisting of \$3,811,063 Active Transportation Program (ATP) and Congestion Mitigation and Air Quality (CMAQ) funds awarded through SACOG grants, \$2,202,937 Measure E, \$525,000 Water Enterprise and \$95,000 Sewer Enterprise funding.

The project was constructed in two phases; approximately \$3,500,000 was spent during the first phase of the project and approximately \$3,241,000 has been spent on the second phase of the project. An additional \$107,000 is needed to balance the budget and close out this project.

The original contract with Associated Engineering Consultants (AEC) for the second phase was approved on May 19, 2020, in the amount of \$241,082. The proposed amendment #1 would increase the contract by \$85,100. This increased cost is associated with additional time and work during construction as well as time after construction was substantially complete, to negotiate contractor claims, finalize the cost to be paid for work completed on time and material basis and to close out the project. The construction management cost, including the proposed amendment, would total \$326,182 (12% of the total construction cost).

The construction contract with Martin General Engineering was awarded on May 19, 2020, in the amount of \$2,460,183. At award, a 10% contingency was authorized in the amount of \$246,018. An additional \$9,000 of contingency is needed to pay final change orders. The total construction contract, including the original contract and all change orders, will not exceed \$2,715,201.

Background:

The West Woodland Safe Routes to School Project improved bicycle and pedestrian access to schools on the west side of Woodland. This included bicycle and pedestrian improvements on various corridors promoting safe routes to school and the City's Bike Loop. The project also reconstructed W. Court Street between West Street and Ashley Avenue.

The project included the specific improvements below:

- Resurface and stripe bicycle lanes on W. Woodland Avenue and California Street.
- Construct ADA corner ramp improvements along W. Woodland Avenue.
- Rehabilitate the roadway on W. Court Street between West St. and Ashley Ave.
- Install bicycle lanes between Walnut St. and Ashley Ave. on Court Street.

- Construct traffic signal improvements on the W. Court Street corridor to provide bicycle/pedestrian actuation and timing to improve street crossings.
- Stripe Shared Lane Markings ('Sharrows') and bike route signage along the City's Bike Loop corridors.

Discussion:

On February 18, 2020, Council approved plans and specifications for the second phase of the project. On May 19, 2020, the project was awarded to Martin General Engineering via Resolution No. 7465.

Construction is complete and the construction contract is ready for acceptance.

The project cost breakdown is shown in the table below and breaks out the construction costs for both phases of the project. The last line of the table identifies the requested \$107,000, needed to balance the budget, which represents an increase of approximately 1.6% to the overall project budget. This additional budget is associated with labor, consultant fees and construction contract changes necessary to complete the project, which were not covered with the previously approved 10% contingency. Additionally, there were Construction Management costs associated with inspection of added construction work and lengthy negotiations with the Contractor over costs for work performed on time and material, credits for work not performed and processing claims submitted by the contractor.

Design	\$347,000
Construction Phase 1	\$2,500,000
Construction Phase 2	\$2,754,000
Construction Management/ Inspection/ Project Management (Phases 1 & 2)	\$1,140,000
Project Costs	\$6,741,000
Project Budget	\$6,634,000
Remaining Balance	-\$107,000

The project has three change orders totaling \$255,018. The majority of the work for these change orders was due to additional potholing required to perform utility investigation, additional quantities of asphalt and slurry, additional costs associated with the re-construction of the roadway and costs associated with extending the project due to extra work.

As was noted at the September Council Infrastructure Subcommittee, this project is returning to Council for a budget adjustment at contract acceptance because the amount of additional budget necessary would not be known until the negotiations with the Contractor were complete. The amount anticipated as necessary varied greatly depending on the outcome of the negotiations. Staff is pleased to report that the final amount due to the Contractor is substantially lower than the originally submitted claims.

Conclusion:

Staff recommends that the City Council adopt Resolution No. ____ to: 1) Appropriate \$107,000 of Measure F (507) fund balance to the West Woodland Safe Routes to School Project, CIP 17-09; and 2) Authorize a \$85,100 amendment to the consultant services contract with Associated Engineering Consultants Inc, bringing the total contract to \$326,182; and 3) Authorize a \$9,000 increase to the construction contract contingency, bringing the total contract contingency to \$255,018; and 4) Accept the construction contract as complete and authorize the City Clerk to file a Notice of Completion.

Prepared by: Miguel Chavez, Sr. Construction Project Manager

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 - W Court Final Acceptance-fin

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO
ACCEPT THE WEST WOODLAND SAFE ROUTES TO SCHOOL PROJECT, CIP 17-
09 CONSTRUCTION CONTRACT AS COMPLETE AND AUTHORIZE THE CITY
CLERK TO FILE A NOTICE OF COMPLETION**

WHEREAS, the City Council approved the plans and specifications and authorized staff to bid the West Woodland Safe Routes to School Project, CIP 17-09 on February 18, 2020; and

WHEREAS, the City Council, on May 19, 2020, authorized the City Manager to award and execute a construction contract with Martin General Engineering in the amount of \$2,460,183, and approved a 10% construction contingency (\$246,018); and

WHEREAS, the City Council, on May 19, 2020, authorized the City Manager to award and execute a Construction Management contract with Associated Engineering Consultants in the amount of \$241,082, and approved a 10% construction contingency (\$24,108); and

WHEREAS, the City Council wishes to appropriate \$107,000 of Fund 507(Measure F) to the West Woodland Safe Routes to School Project, CIP 17-09; and

WHEREAS, the City Council wishes to authorize a \$9,000 increase to the construction contract contingency, bringing the total contract contingency to \$255,018; and

WHEREAS, the construction of these improvements began in July 2020 and were completed in September 2021; and

WHEREAS, during the construction of these improvements four contract change orders totaling \$255,018 were necessary, bringing the total contract total to \$2,715,201; and

WHEREAS, the City wishes to authorize an \$85,100 increase to the consultant services contract with Associated Engineering Consultants; and

WHEREAS, the City Council wishes to accept the construction contract as complete and authorize the City Clerk to file a notice of completion; and

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

Section 1. The City Council hereby authorizes the appropriation of \$107,000 of Measure F Funds (507) to the West Woodland Safe Routes to School Project, CIP 17-09.

Section 2. The City Council hereby authorizes an \$85,100 amendment to the consultant services contract with Associated Engineering Consultants, Inc., bringing the total contract to \$326,182.

Section 3. The City Council hereby authorizes a \$9,000 increase to the construction contract contingency with Martin General Engineering, bringing the total contingency to \$255,018.

Section 4. The City Council hereby accepts the West Woodland Safe Routes to School Project, CIP 17-09 as complete.

Section 5. The City Council hereby authorizes the City Clerk to file a Notice of Completion for the West Woodland Safe Routes to School Project, CIP 17-09.

PASSED AND ADOPTED this 2nd day of November 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 2, 2021
ITEM #: F.6
SUBJECT: Department of Water Resources (DWR) Grant Application, Aquifer Storage & Recovery (ASR) Well #31 Improvement Project, CIP #17-05

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. ____ to: 1) Authorize the City Manager to prepare a complete DWR Grant Application, 2) Accept Grant Funding Approval, and 3) Execute the DWR Grant Application Funding Agreement upon Approval for the City of Woodland ASR Well #31 Improvement Project.

Staff Contact:

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

Fiscal Impact:

The City is seeking \$2,000,000 in grant funding from the California Water Resources Control Board, Department of Water Resources (DWR) funding program for Urban Project Drought Relief, which offers \$190,000,000 for urban water systems such as the City of Woodland. City Staff executed an agreement for \$15,000 with Luhdorff & Scalmanini Consulting Engineers (LSCE) to prepare the grant application. The funding source for the \$15,000 contract is the project budget for ASR Well #31 project, CIP #17-05.

The City will need to fund the rest of the project that is not covered by grant funding, however the City has already allocated over \$5,500,000 to CIP 17-05 for the ASR Well #31 Project, which is expected to be comprehensive for the project (includes design, permitting, construction, construction management, and project management). The project is considered fully funded already so receiving the grant will save the City up to \$2,000,000. There are no known obligations of receiving the grant that would limit the City's ability to operate the ASR wells in any way.

Background:

The City of Woodland relies primarily on treated surface water from the Woodland Davis Clean Water Agency (WDCWA) for its water supply, with augmentation through its Aquifer Storage & Recovery (ASR) program. Woodland's ASR program improves short term drought resiliency and long term water supply reliability by storing high-quality treated Sacramento River water in the underground aquifer when water is abundant (winter) for use during peak demand (summer) or drought. The addition of a fourth ASR well will increase Woodland's overall injection and pumping capabilities to provide increased reliability of Woodland's highest quality supplemental source to WDCWA.

The City of Woodland circulated a Request for Qualifications on February 1, 2021 for engineering services for ASR Wells and Monitoring Wells. Statements of Qualification were submitted by consultants on or before March 3, 2021. On April 14, 2021, the City issued a list of Qualified Consultants for ASR engineering services. The City later picked LSCE from the Qualified Consultants List to prepare a funding application and executed an agreement with them on October 8th, 2021. The agreement, including compensation of \$15,000, did not require Council approval for authority to award contract.

Discussion:

Passage of this resolution increases the likelihood of DWR grant funding for the Woodland ASR program by providing additional assurance that the City Council intends to accept grant funding and execute the grant funding agreement with DWR upon award. Woodland has been recognized by the Federal EPA for being a

leader in water resiliency and climate change adaptation, with the ASR program being central to the City's water resiliency portfolio.

Water system planning has indicated the need for the 4th ASR well by year 2025 to improve water system reliability and accommodate growth in the City. The development of an ASR well takes around 3 years of design, construction, and initial injection of surface water prior to use as a production well. The plan was to begin work on the 4th ASR well in 2022. Earlier this year, Well #22G experienced a catastrophic failure and had to be removed from the City's water supply portfolio. Well #22G had been considered an active well, meaning that it was one of the wells next in line for operation when additional water is necessary. The loss of Well #22G has accelerated the need for the 4th ASR well. The grant could provide up to \$2,000,000 in funding for the project.

Conclusion:

Staff recommends that the City Council adopt Resolution No. ____ to: 1) Authorize the City Manager to prepare a complete DWR Grant Application, 2) Accept Grant Funding Approval, and 3) Execute the DWR Grant Application Funding Agreement upon Approval for the City of Woodland ASR Well #31 Improvement Project.

Prepared by: Tim Busch, Principal Utilities Civil Engineer

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



Ken Hiatt
City Manager

Attachments:

1. Reso Accepting ASR Grant Funding 11_02_21

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING
THE CITY MANAGER TO PREPARE A COMPLETE DWR GRANT APPLICATION, TO
ACCEPT GRANT FUNDING APPROVAL, AND EXECUTE THE DWR GRANT
APPLICATION FUNDING AGREEMENT UPON APPROVAL FOR THE CITY OF
WOODLAND ASR WELL #31 IMPROVEMENT PROJECT**

WHEREAS, the City of Woodland (City) proposes to implement the next phase of its Aquifer Storage and Recovery (ASR) Program through implementation of the ASR Well #31 Project (Project) to improve short term drought resiliency and long term water supply reliability during all water year types; and

WHEREAS, the City approved its FY2021-22 budget, including its updated CIP Plan, with one its project priorities to develop the next ASR well to ensure dry year water supply reliability for City water customers while providing flexibility to reduce its surface water diversions from the Sacramento River in accordance with its State permit conditions and DWR Delta co-equal goals of water supply reliability and ecosystem protection; and

WHEREAS, the City proposes to implement the next phase of its ASR Program through implementation of an additional ASR well (Well #31) to facilitate recharge of treated surface water supplies when available, consistent with State Permit conditions, for use during dry years when surface water supplies are cutback due to periodic water shortage conditions helping the State to protect Delta fish populations during dry years; and

WHEREAS, the Project is being implemented in response to a drought scenario, as defined by Water Code section 13198(a) and is intended to: (1) address immediate impacts on human health and safety; (2) address immediate impacts on fish and wildlife resources; or, (3) provide water to persons or communities that lose or are threatened with the loss or contamination of water supplies; and

WHEREAS, the City has the legal authority and is authorized to enter into a funding agreement with the State of California consistent with the City funding application submitted to DWR; and

WHEREAS, the City intends to apply for grant funding from the California Department of Water Resources for the Project to facilitate immediate dry year water supply augmentation using ASR wells to compensate for surface water delivery cutbacks during the April through November period.

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

Section 1. That pursuant and subject to all of the terms and provisions of Budget Act of 2021, the City Manager as Authorized Representative, or designee is hereby authorized and directed to prepare and file an application for funding with the Department of Water Resources, and take such other actions as necessary or appropriate to obtain grant funding.

Section 2. The City Manager, or designee is hereby authorized and directed to execute the funding agreement with the Department of Water Resources and any amendments thereto.

Section 3. The City Manager, or designee is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

PASSED AND ADOPTED this 2nd day of November 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA: City Council Regular Meeting

DATE: November 2, 2021

ITEM #: F.7

SUBJECT: Installation of Housing Units at Permanent Supportive Housing Project Site

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing Friends of the Mission to install housing units (modular buildings) at the Permanent Supportive Housing project site located at the northwest corner of East Beamer Street and County Road 102.

Staff Contact:

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

Fiscal Impact:

There is no impact to the General Fund.

Background:

The City Council on March 16, 2021 awarded a construction contract to Lister Construction, Inc. for the construction of the Permanent Supportive Housing Project, Phase 2 Site Infrastructure (CIP 19-22). Construction began in early July.

Discussion:

Local nonprofit Friends of the Mission, which is partnering with the City for construction of the 61-unit PSH project, is in the process of securing a loan for construction of the first ten modular housing units. One of the lender's conditions to close the loan requires FOM to obtain City authorization to install the housing on the project site. Ownership of the site will transfer from the City to FOM after the site infrastructure project is complete and the property is annexed to the City. Staff anticipates this occurring in the first quarter of 2022.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing Friends of the Mission to install housing units (modular buildings) at the Permanent Supportive Housing project site located at the northwest corner of East Beamer Street and County Road 102.

Prepared by: Dan Sokolow, Senior Planner

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

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

Ken Hiatt
City Manager

Attachments:

1. PSH Units Install Reso Nov 2, 2021

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING FRIENDS OF THE MISSION TO INSTALL HOUSING UNITS (MODULAR BUILDINGS) AT THE PERMANENT SUPPORTIVE HOUSING PROJECT SITE

WHEREAS, the City Council awarded a construction contract to Lister Construction, Inc. on March 16, 2021 for the 61-unit Permanent Supportive Housing Project, Phase 2 Site Infrastructure (CIP 19-22) and construction began in early July 2021;

WHEREAS, local nonprofit Friends of the Mission, which is partnering with the City for construction of the PSH project, is in the process of securing a loan for construction of the first ten modular housing units;

WHEREAS, one of the lender's conditions to close the loan requires FOM to obtain City authorization to install the housing on the project site; and

WHEREAS, ownership of the site will transfer from the City to FOM after the site infrastructure work is complete and the property is annexed to the City.

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

Section 1. Authorizes Friends of the Mission to install housing units (modular buildings) on the Permanent Supportive Housing project site located at the northwest corner of East Beamer Street and County Road 102.

PASSED AND ADOPTED by the City Council this 2nd day of November, 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: November 2, 2021
ITEM #: G.8
SUBJECT: Introduction and First Reading of Fireworks Ordinance

Recommendation for Action: Staff recommends that the City Council introduce and conduct first reading of Ordinance No. _____, an Ordinance of the City of Woodland amending Chapter 8.20 of the Woodland Municipal Code regarding fireworks.

Staff Contact:

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

Council Goals:

The Host Liability for Fireworks Ordinance Violation falls in line with City Council Goal #1 by improving the quality of life for Woodland residents.

Fiscal Impact:

This action has minimal impact on the City's General Fund. Both Fire and Police agree the addition of 8.20.050 will improve the ability of enforcement officers to administer violations of illegal fireworks used within the City of Woodland.

Background:

California-approved "Safe and Sane" fireworks are currently allowed in nearly 300 communities across the state, including all communities in Sacramento County. Safe and Sane fireworks (approved by the State of California) are not explosives, not aerially launched, and are tested and approved by the Office of the State Fire Marshal. Fireworks sales/usage in the City of Woodland are currently limited to the 28th day of June and ending at 12:00 noon on the 6th day of July each year. The discharge of fireworks within the City of Woodland is not permitted except for the use of safe and sane fireworks as allowed by Section 8.20.050 of the Woodland Municipal Code.

Discussion:

Similar to many cities in the Sacramento region and throughout California, the City of Woodland has seen an increase in the amount of illegal fireworks activity during the 4th of July period, some resulted in injuries and fires. This can become a great risk to public safety, as it impacts the number of 9-1-1 calls for service, resulting in longer response times for other critical emergencies.

At the same time, placing an increased risk of fire related property loss, personal injury, and death on the community. Fire danger from illegal fireworks to structures and open space vegetation is real and poses a clear threat to public health, safety, and the general welfare of the city's residents and businesses.

Fire investigators in the Woodland Fire Department, together with Woodland police officers, have been tackling illegal fireworks through public education and awareness campaigns. Educational messaging reminds the public of what types of fireworks are permitted, when and where they can be used, and how to safely use them. Structure and vegetation fires caused by firework activities are generally the result of using fireworks that are explosive or aerially launched.

These types of fireworks are illegal in California and are often purchased outside the state or obtained via mail order. Officers from the Fire and Police Departments continue to work towards proactively reducing the

number of illegal fireworks in Woodland by stopping the sales of illegal fireworks and responding to firework related complaints during the 4th of July holiday and the weeks leading to it.

State law generally requires that a law enforcement officer personally observe the person discharging illegal fireworks prior to issuing a citation. However, educational and enforcement campaigns against setting off illegal fireworks through a social host ordinance has been successfully implemented in many jurisdictions in California, such as, for example, Kern County, Redwood City, Pacifica, Rohnert Park, Cloverdale, Arroyo Grande, Lemoore, and Hanford.

The proposed update to the Woodland Municipal Code provides for social host liability for illegal fireworks, allowing fire department, law enforcement, and code enforcement personnel to hold the owner or person in possession of real property, or the host of a gathering on public or private property, responsible for the discharge of illegal fireworks. Persons cited under the proposed social host ordinance would be subject to a fine of up to \$1,000 and would be allowed to request a hearing per the Woodland Municipal Code.

This ordinance would improve enforcement capabilities in several ways. Typically, it is not difficult for enforcement officers to identify the specific location an aerial firework originates. The challenge lies in identifying the specific individual user or possessor of the firework. The "Social Host Liability" ordinance greatly simplifies this difficulty and allows an officer to focus on a particular person (or multiple persons) responsible for the property or event. The adoption of this new ordinance accompanied with social media outreach to inform the public of its existence and potential penalties are likely to have a significant impact on reducing illegal fireworks.

The ordinance is crafted in a manner to avoid narrow application to property owners only. It is designed to apply to any person who has the right to use, possess or occupy a public or private property under a lease, permit, license, rental agreement, or contract. Additionally, the ordinance could be applied to any person who hosts, organizes, supervises, officiates, conducts, or accepts responsibility for a gathering on public or private property. The ordinance does not apply to responsible parties who immediately seek the City's assistance in removing noncompliant individuals.

Conclusion:

Staff respectfully request that the City Council introduce and conduct first reading of Ordinance No. _____, An Ordinance of the City of Woodland amending Chapter 8.20 of the Woodland Municipal Code regarding fireworks.

Prepared by: Trista Kennedy, Executive Assistant

Reviewed by: Derrek Kaff, Chief of Police
Eric Zane, Fire Chief



Ken Hiatt
City Manager

Attachments:

1. Host Liability for Fireworks Ordinance Violation

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AMENDING CHAPTER 8.20 OF THE WOODLAND MUNICIPAL CODE REGARDING
FIREWORKS**

WHEREAS, the use of illegal fireworks, generally, poses significant public health, safety, and welfare risks to those that discharge the illegal fireworks as well as members of the public in the surrounding areas; and

WHEREAS, those risks are now particularly high given the historically dry conditions in the City of Woodland and the extreme water shortage due to the ongoing drought conditions in the region and statewide, which creates an exceptionally high risk of fires occurring in the City; and

WHEREAS, the City Council finds that amending its regulations concerning the use of fireworks is needed for the City for its protection and welfare given the unique fire dangers presented by the drought conditions. Moreover, the usage of illegal fireworks in the region is on the rise and these amendments are necessary for the City's ability to regulate and enforce illegal firework activity; and

WHEREAS, the City Council finds and determines that holding property owners, residents, and social hosts individually liable for the use of illegal fireworks is necessary to protect the safety, health, and welfare of the public.

NOW, THEREFORE, the City Council of the City of Woodland does hereby ordain as follows:

SECTION 1. Purpose. The purpose of this Ordinance is to amend its regulations in Chapter 8.20 ("Fire Prevention and Emergency Services") of the Woodland Municipal Code regarding fireworks and to impose liability upon property owners, residents, and social hosts for the use of illegal fireworks in order to protect the public's health, life, and safety from the danger of fireworks.

SECTION 2. Amendment. Section 8.20.042 is hereby added to the Woodland Municipal Code to read as follows:

8.20.042 Fireworks prohibited generally.

Except as otherwise provided in this Chapter, no person shall possess, sell, use, display or explode any rocket, firecracker, roman candle, squib, torpedo, torpedo cane, fire balloon, wire core sparkler, wooden core sparkler, black cartridge or other combustible device or explosive substance, or any kind of fireworks, by whatsoever name known, within the City. The prohibition set forth in this Section includes, without limitation, those fireworks classified as "dangerous fireworks" in the State Fireworks Law, Health and Safety Code Section 12500 et seq.

SECTION 3. Amendment. Section 8.20.044 is hereby added to the Woodland Municipal Code to read as follows:

8.20.044 Public fireworks display—Exception.

Public displays of fireworks may be given with a written permit issued by the Fire Chief so long as such display takes place under the supervision and direction of a state of California licensed operator.

SECTION 4. Amendment. Section 8.20.046 is hereby added to the Woodland Municipal Code to read as follows:

8.20.046 “Safe and sane” fireworks—Exception.

It shall not be unlawful to possess, sell, use, display or discharge within the City those fireworks as are defined and classified as “safe and sane fireworks” in Health and Safety Code Section 12500 et seq., during the period beginning at 12:00 noon on the 28th day of June and ending at 12:00 noon on the 6th day of July each year.

SECTION 5. Amendment. Section 8.20.052 is hereby added to the Woodland Municipal Code to read as follows:

8.20.052 Host liability.

A. The term "host" in this Section shall mean any of the following:

1. An owner of any private residential or non-residential real property in the City; or
2. Any person who has the right to use, possess, or occupy public or private property under a lease, permit, license, rental agreement, or contract; or
3. Any person who hosts, organizes, supervises, officiates, conducts, or accepts responsibility for a gathering on public or private property.

B. The term "strictly liable" in this Section shall mean liability for a wrongful act regardless of a person's intent, knowledge, negligence, or lack thereof in committing the wrongful act.

C. Any host shall be strictly liable for any unlawful ignition, explosion, discharge, use, or display of any fireworks in violation of this Chapter on their property or at their gathering, except that no person who has the right to use, possess, or occupy a unit in a multifamily residential property under a lease, rental agreement, or contract shall be liable for a violation of this Chapter occurring in the common area of the property unless the person hosts, organizes, supervises, officiates, conducts, or accepts responsibility for a gathering at which the violation occurs.

D. Any person having the care, custody, or control of a minor shall be strictly liable for any unlawful ignition, explosion, discharge, use, or display of fireworks by the minor in violation of this Chapter.

E. Except as provided below in subsection F, no host shall permit or allow another person on private property, or at a gathering on public property, where the host knows or reasonably should know that the person is engaged in a violation of this Chapter.

F. The provisions of this Section shall not apply to:

1. Conduct involving display, use, or discharge of fireworks as permitted under federal or state law;
2. A host who initiates contact with law enforcement or fire officials to assist in removing any person from the property or gathering in order to comply with this Chapter, if the request for assistance is made before any other person contacts law enforcement or fire officials to complain about the violation of this Chapter.

G. Chapter 9.20 and Section 8.20.060 apply to a violation of this Section, except that a violation of this Section shall be subject to a fine of \$1,000.

SECTION 6. Scope. Except as set forth in this Ordinance, all other provisions of the Woodland Municipal Code shall remain in full force and effect.

SECTION 7. No Mandatory Duty of Care. This Ordinance is not intended to and shall not be construed or given effect in a manner that imposes upon the City or any officer or employee thereof a mandatory duty of care towards persons and property within or without the City, so as to provide a basis of civil liability for damages, except as otherwise imposed by law.

SECTION 8. Severability. If any section, subsection, sentence, clause, or phrase in this Ordinance or any part thereof is for any reason held to be unconstitutional, invalid, or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council declares that it would have passed each section irrespective of the fact that any one or more section, subsection, sentence, clause, or phrase be declared unconstitutional, invalid, or ineffective.

SECTION 9. CEQA. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (“CEQA”), pursuant to CEQA Guidelines Section 15061(b)(3) as the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 10. Effective Date. This Ordinance shall take effect and be in full force 30 days from and after its passage. The City Clerk shall certify to the adoption of this Ordinance. This Ordinance shall be posted or published as required by law. **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Woodland, California, at a regular meeting held on the _____ day of _____, 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: November 2, 2021
ITEM #: G.9
SUBJECT: American Rescue Plan (ARP) Act Spending Plan

Recommendation for Action: Staff recommends that the City Council receive an update on the development of the City's American Rescue Plan (ARP) Act spending plan, receive results of the ARP citizen input survey, and provide feedback and direction to staff on the proposed allocation of the City's ARP funding.

Staff Contact:

Kim McKinney, Director of Administrative Services, (530) 661-5849,
kimberly.mckinney@cityofwoodland.org

Fiscal Impact:

The City will receive \$11,114,656 in American Rescue Plan Act (ARP) funds. The first half of the revenues (approximately \$5.5 million) was received in June 2021, and the remaining funds will be allocated in June 2022. The approved fiscal year 2021/22 budget allocated \$5.5 million to a separate fund pending Council discussion and approval of a spending plan.

Background:

On March 11, the American Rescue Plan Act of 2021 (ARP) was signed into law. The \$1.9 trillion package includes \$350 billion for state and local governments to respond to the COVID-19 emergency and to recover revenues lost as a result of the economic fallout from the pandemic.

On May 10, 2021, the US Department of Treasury issued an *Interim Final Rule* on the State and Local Fiscal Recovery Funds, which details how the funds can be spent and provides additional clarifying guidance to the original ARP legislation. Since then, the Department of Treasury has provided periodic updates to "Frequently Asked Questions" regarding the State and Local Recovery Funds, culminating with the last update after conclusion of the public comment/question period that ended July 16, 2021.

Some of the key aspects in the ARP guidance that informs the City's development of a spending plan include the following:

Funding Allocated:

On May 10, 2021, the Department of Treasury confirmed funding, with Woodland's final allocation totaling \$11,114,656. Staff submitted the formal application and certifications necessary to request the funding allocated to the City. The treasury also confirmed that the funds would be paid in two equal installments, with the first half being paid in June 2021, and the second allocation planned for one year later.

Timeline for Use of Funds:

Funds may only be used for costs incurred during the period beginning March 3, 2021 through December 31, 2024. Funds committed by December 31, 2024 may be spent through December 31, 2026. Any ARP funds unused, or any costs deemed ineligible by the Treasury, must be returned by December 31, 2026.

Eligible Use of the Funds

The ARP specifies expenditures that are allowable in the following four areas:

1. Respond to the public health emergency and address its negative economic effects, including assistance to households, small businesses, and nonprofits or to aid impacted industries such as tourism, travel, and hospitality;

2. Provide “premium pay” to essential employees or grants to their employers;
3. Provide government services affected by a revenue reduction during the pandemic; and,
4. Make investments in water, sewer and broadband infrastructure.

A Council ad hoc subcommittee for ARP was formed and has met with staff on several occasions. These discussions have primarily focused on sharing updated guidance and identifying broad categories of priority areas for targeted attention and discussion of funding opportunities. From these discussions, the subcommittee has begun to frame prioritization of these funds into five key categories summarized below.

1. Revenue Recovery (Restore general revenues needed to deliver City services)
2. Responding to COVID -19 Public Health Crisis (Mental Health/Wellness services, improved air quality at public facilities, investing in technologies to improve emergency response)
3. Addressing Negative Economic Effects of COVID-19 (Business recovery programs, workforce training/skills, utility assistance)
4. Youth Services / Childcare (build child care capacities, facilities and programs for youth)
5. Infrastructure (investment in physical infrastructure - particularly water & storm water)

On August 17, 2021, Council received an update on staff’s efforts toward development of a spending plan, as well as an overview on guidance and limitations on eligible uses of funding. Council expressed support for the categories of priority for allocation of resources and also directed staff to seek community input through development of a survey to assist with informing the Council’s prioritization of ARP funding.

Discussion:

Community Survey

Staff developed and published a community input survey, which asked citizens to prioritize the five ARP spending categories discussed above. The survey was released on September 22 and promoted through October 15.

The results of the survey, based on the 241 responses received, indicate a balanced prioritization across each of the five categories. The feedback received through the surveys has been considered by staff and the subcommittee in developing the proposed spending plan. A sample of the survey and a summary of the responses received are provided as an attachment to this report.

Spending Plan

Staff has been coordinating with Yolo County, the other cities within the County, the Yolo County Office of Education, and other agencies to discuss potential opportunities for partnering and maximizing the impact of the local ARP funding. While each agency’s priority funding projects or programs differ, several areas of common interest in funding have been identified and are being explored and are discussed herein.

Staff, along with input from the Council ad hoc subcommittee, have proposed to allocate the ARP funding among the five priority categories at a general level as details remain to be worked out on many of the funding requests. Within these categories, specific activities, projects and programs have been discussed and are planned for inclusion. Many of these efforts include partnerships with other agencies and will require additional collaboration in the review of proposals before costs can be more definitively defined.

The preliminary spending plan (below) illustrates a proposed framework for allocating the funding among the priority categories over the allowed four-year timeframe to expend the funds. The entire \$11 million is not allocated in the plan, but as proposals are refined and funding from partner agencies is confirmed, staff will return to Council with specific recommendations for each of the proposals, along with updates to the spending plan.

AMERICAN RESCUE PLAN (ARP) SPENDING PLAN

	FY2021/22	FY2022/23	FY2023/24	FY2024/25	TOTALS	%
REVENUE	\$ 5,550,000	\$ 5,550,000			\$ 11,100,000	
EXPENDITURES						
Revenue Recovery	\$ 3,500,000	\$ -	\$ -	\$ -	\$ 3,500,000	32%
Responding to COVID 19 Public Health	815,301	715,301	625,301	-	\$ 2,155,903	19%
Address Negative Economic Effects of COVID 19	200,000	-	-	-	\$ 200,000	2%
Youth Services/Childcare	15,500	440,000	440,000	250,000	\$ 1,145,500	10% *
Infrastructure	68,000	2,800,000	-	-	\$ 2,868,000	26%
Total Expenditures	\$ 4,598,801	\$ 3,955,301	\$ 1,065,301	\$ 250,000	\$ 9,869,403	
Net Revenues/Expenditures	\$ 951,199	\$ 1,594,699	\$ (1,065,301)	\$ (250,000)		
Fund Balance (Unallocated)	\$ 951,199	\$ 2,545,898	\$ 1,480,597	\$ 1,230,597	*	

* Unallocated ARP funds are prioritized for use in the Youth Service/Childcare category

Revenue Recovery:

Agencies are permitted to use ARP funds to offset the reduction of revenues experienced during the COVID-19 public health emergency. The legislation defines how the revenue recovery amount can be calculated, which essentially uses FY2018/19 as a “base year” and allows for annual growth assumptions based on a five-year average. The City’s first calculation of revenue lost totals \$4.7 million. The revenue recovered under this ARP category is available for use in providing general government services. The spending plan allocates \$3.5 million to revenue recovery, which is money that will be returned to the General Fund. A future, separate, discussion with Council will occur as part of the FY2022/23 budget process to address the appropriate and best use of the General Fund's available revenues and reserves.

Responding to the COVID-19 Public Health Emergency:

This category of ARP funding provides for a broad range of services to respond to and contain COVID-19. These can include direct emergency responses, enforcement of public health orders, facility improvements, technology and software that assist with accommodating and responding to the health emergency. The legislation contemplated not only the direct response to COVID health issues, but also acknowledged that other public health issues, particularly mental health, were negatively impacted, and allows for expenditure of resources to address these needs as well. Additionally, increased violence was experienced across the country during the pandemic, and ARP funds are permitted to be used to address the response to this increase. The preliminary spending plan allocation for this category is close to \$2.2 million, which will include funding for the following:

- CRISIS Now mental health intervention program - this program provides funding for a coordinated alternative response model for individuals in mental health crisis that not only improves services to those in need, but also mitigates the impact of these emergencies on law enforcement agencies and medical facilities. The expected commitment is a three-year pilot program, which includes a combination of funding from the County, Davis and West Sacramento.
- Cybersecurity/Network resiliency – in accommodating and responding to public health emergencies, many of the City’s software and other systems needed to allow for remote work access. With additional remote work comes increased risk for compromised network security, and the ARP resources allocated in this classification allow for purchase and implementation of more robust cybersecurity measures.
- HVAC System Efficiency/Indoor Air Quality – qualifying uses of ARP funds include improved air quality and circulation in public areas. This allocation will allow for repairs and upgrades of HVAC in certain City facilities.
- Public Safety Equipment and Technology – ARP allows for allocation of resources to assist with public safety response. This funding will expand technology used by the Fire Department to preempt traffic

signals, which will improve safety and help with response times in the City. Additionally, funding will be used to replace the bodyworn cameras and related software used by the Police Department. The current cameras are outdated, and the vendor no longer provides support for this equipment or related services. The cameras are a proven tool to help improve transparency and enhance the safety of our community and law enforcement staff.

Address Negative Economic Effects of COVID-19

Many businesses were negatively impacted by the COVID-19 outbreak, shelter-in-place orders, and continuing limitations on public activities. Several different state and federal funding programs have been made available to provide various types of assistance to the business community. While these programs are the best options for businesses impacted by COVID to receive broad assistance, the City also has a strong interest in additional support for local businesses. In anticipation of establishing targeted business assistance and/or activities that promote business activity among those sectors most impacted, the plan sets aside \$200,000 in funding toward these efforts. Additional planning and discussion will need to occur in this area to finalize details of programs/activities that will address the unique, local issues experienced by the Woodland business community.

Youth Services/Childcare

The public health emergency, including measures taken to protect public health, resulted in significant social and financial hardships for both businesses and families. As people return to work, a lack of available child care alternatives has been specifically highlighted. Care providers are struggling to fill vacant positions to allow them to remain open and operational, and allocating resources in the area of youth services and childcare provides parents with additional options that allow them to return to work. Lack of available childcare has been identified as a countywide need, and most of the efforts listed below include combined funding and support from the City, County, Yolo County Office of Education, and service providers throughout the County. The preliminary spending plan allocates an initial \$1.15 million toward this category with prioritization of use of the remaining unallocated ARP funds to go towards the Youth Services / Childcare category. Some of the programs anticipated to receive allocations, pending finalized agreements and details, include the following:

- Youth Center (Boys and Girls Club of America) – in partnership with a private investor and with Yolo County, the City is working with the Boys and Girls Club of America to establish a new youth center in Woodland at the former Cross Court Fitness Center. In order to obtain a charter in a new community, the Boys and Girls Club of America requires demonstration of three years of operating funding.
- Yolo County Office of Education (YCOE) Childcare Network – this funding would provide for a full-time coordinator to establish a consolidated, cohesive network of in-home childcare providers in Woodland and in the unincorporated areas of the County. This coordinator will focus efforts on providing support for expanding the number of infant and toddler childcare slots available, improve facility needs for current childcare providers, provide ongoing training and professional development, and provide supportive technical assistance for current childcare providers. This is a joint funding opportunity with the County.
- First 5 Yolo Welcome Baby Program- This request from First 5 Yolo funds a program that targets new, first-time parents and provides support to families from birth through the first year of the baby's life. Those who receive support through these services have stronger outcomes for both the mother and the baby. The County has committed \$2M toward the three-year pilot program and First 5 Yolo has requested the cities consider funding support for the remaining \$1M needed. The spending plan proposes to allocate funding to cover Woodland's proportionate share for years two and three of the program, pending evaluation of the initial year and discussions with healthcare agencies on funding partnerships.

- Expanded Hours for Youth Program Summer Camp – to provide support for families, particularly those with working parents, the City is looking into options for providing extended hours for summer camps and programs.

Infrastructure

ARP legislation allows for agencies to allocate resources to meet critical needs for projects that improve access to clean drinking water, improve wastewater and stormwater infrastructure systems and provide access to high-quality broadband services. It is important for the investments to be carried out in ways that produce high-quality infrastructure, avert disruptive and costly delays and promote efficiency. The City intends to allocate resources under this category as follows:

The City's stormwater system is consistently and significantly underfunded, with residential user fees at only \$0.48 per month since the early 1990s. Due to the limited funding, any major maintenance projects needed for the stormwater system are paid for by the General Fund. City staff has identified an extensive list of projects for improvement of this infrastructure, and the preliminary spending plan allocates close to \$2.9 million in support of these efforts. Projects to be considered include the following:

- Pump station rehabilitation and pipe coating, outfall channel and culvert improvements, covered gutter replacement and clearing of significantly impacted pipes in commercial areas. The most significant of these improvements is the replacement and expansion of the culverts that convey the city's stormwater through the Yolo Bypass west levee. This project is identified as a priority in the Council Goals and is scheduled for construction in 2022 pending funding availability.

Other Items

Staff continues to explore other options for inclusion in the ARP spending plan, and requests for additional funding have been received that is not currently included in the allocation. Depending upon coordination with other funding agencies and remaining available ARP funding, the following items are being considered for potential inclusion:

- Additional childcare facility – Staff has been working with the County and a private party to discuss potential funding assistance to re-establish a former preschool site as a childcare facility.
- Housing project – the Yolo County Housing Authority has requested funding assistance from the City and the County to assist with redevelopment and expansion of affordable housing on and adjacent to the Yolano Donnelly property.
- YCOE After School Program Facilities – YCOE has requested funding to purchase and install modular portable facilities at two school site locations in Woodland (one for WJUSD and one for YCOE) to provide afterschool childcare slots for WJUSD and infant or toddler care at the YCOE site.
- Public Safety Radio Upgrade – the radios used by the Fire and Police departments in the City are not compliant with the types of radios used by other surrounding agencies, impacting the ability to communicate efficiently. Replacement of existing radios and upgrades to certain infrastructure is necessary to improve safety and communications.
- Additional Stormwater Projects – due to lack of available funding, the list of required repairs throughout the City's stormwater infrastructure is significant, and includes items beyond those planned in the current version of the spending plan.

Next Steps

Staff is seeking feedback from Council regarding the preliminary ARP spending plan and projects/programs described herein. The entire \$11.1 million in funding has not yet been allocated, and development of the spending plan will be an ongoing and iterative process. Staff anticipates development of agreements or memoranda of understanding for many of the collaborative efforts included in the plan, and these agreements will be presented to Council as they are finalized. Finally, in the event that funding allocated in the spending plan is not fully utilized, any remaining ARP will continue to be evaluated and returned to Council for formal allocation on a periodic basis.

Conclusion:

Staff recommends that the City Council receive an update on the development of the City's American Rescue Plan (ARP) Act spending plan, receive results of the ARP citizen input survey, and provide feedback and direction to staff on the proposed allocation of the City's ARP funding.

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. ARP Funding Survey Analysis Memo Oct 27
2. Woodland ARP Survey Printout Eng and Span

Memo: Woodland American Rescue Plan Funding Priorities Survey

Summary:

The Woodland community does not clearly prioritize any of the five preliminary ARP funding categories over the others, favoring them essentially evenly. These results suggest that the five funding areas represent sensible proposals and that any funding plan should substantially address each category.

Data Note:

This analysis includes 241 responses as of October 25. The majority were in English, although we received a handful in Spanish. All statistics are from the US Census Bureau's American Community Survey (ACS).

Representation:

Survey responses represent our community's household income distribution fairly well but somewhat over-represent Woodland's non-Hispanic or Latino population.

Income levels:

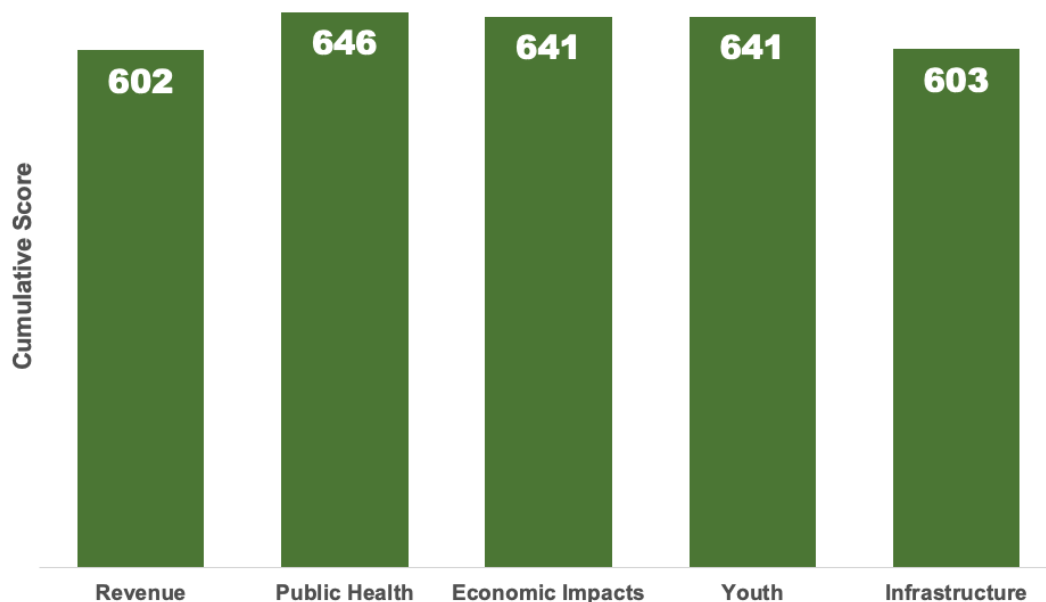
As of 2019, almost exactly a third of Woodland households fell into each annual household income category listed on the survey: below \$50K (34.7%), between \$50-100K (33.3%), and more than 100K (32%). Respondents' household incomes were roughly 41.5% below \$50K, 31.1% between \$50-100K, and 27.4% more than \$100K.

Racial & ethnic identity:

As of 2019, Woodlanders identified as 51.7% not Hispanic or Latino and about 48.3% Hispanic or Latino (of any race). These survey results included 60.2% not Hispanic or Latino respondents and 39.8% Hispanic or Latino respondents.

Funding category preferences:

We scored "top choice" as 5 points, second as 4 points, and so on, then summed each category for a cumulative score. Here are the results, showing a flat trend with a very slight advantage to public health, economic impacts, and youth programs:



Additional funding analyses:

The scoring pattern largely repeats itself when broken out by household income level:

income <chr>	revtotal <dbl>	phtotal <dbl>	econtotal <dbl>	kidstotal <dbl>	infratotal <dbl>
Between \$50,000 and \$100,000	170	201	218	200	186
Greater than \$100,000	150	181	160	188	179
Less than \$50,000	282	264	263	253	238

The scoring pattern largely repeats itself when broken out by racial / ethnic identity:

identity <chr>	revtotal <dbl>	phtotal <dbl>	econtotal <dbl>	kidstotal <dbl>	infratotal <dbl>
Hispanic or Latino (of any race)	247	268	253	249	231
Not Hispanic or Latino	355	378	388	392	372

Finally, an analysis of “top choices” also revealed no clear leader, although economic impacts lagged somewhat:

- Revenue was the top choice of 48 respondents
- Public health was the top choice of 52 respondents
- Economic impact was the top choice of 38 respondents
- Youth programming was the top choice of 52 respondents
- Infrastructure was the top choice of 51 respondents

Conclusion:

In isolation, these survey results suggest that the five funding areas represent sensible proposals and that any funding plan should substantially address each category.

Woodland American Rescue Plan (ARP) Funding Priorities Survey

Signed into law on March 11, 2021, the American Rescue Plan Act (ARP) allocates money to local governments to support their COVID pandemic response efforts. The City of Woodland will receive roughly \$11 million over the next two years.

Within the US Treasury Department's spending parameters, City Council and City Staff have identified five (5) potential funding categories, listed below. We appreciate your input.

First Name: _____ **Last Name:** _____

How do you identify?

- ☐ Hispanic or Latino (of any race)
- ☐ Not Hispanic or Latino

Estimate your annual household income:

- ☐ Less than \$50,000
- ☐ Between \$50,000 and \$100,000
- ☐ Greater than \$100,000

Rank each category below from 1 (top priority) to 5 (lowest priority)

Revenue Recovery - restore general revenues needed to deliver basic City services, etc. _____

COVID Public Health Crisis - mental health / wellness services, improved air quality at facilities, investments in emergency response, etc. _____

Economic Impacts of COVID - business recovery programs, workforce training, utility assistance, etc. _____

Youth Services & Child Care - expanded child care capacity; facilities and programs for youth, etc. _____

Infrastructure - investments in physical infrastructure, including water, storm water, broadband, etc. _____

Optional: Share any specific thoughts on your survey response

Optional: Share your email address - _____

La Ley del Plan de Rescate Estadounidense (ARP) de Woodland Encuesta de Prioridades de Financiación

Firmada como ley el 11 de marzo de 2021, la Ley del Plan de Rescate Estadounidense (ARP) asigna dinero a los gobiernos locales para apoyar sus esfuerzos de respuesta a la pandemia de COVID. La ciudad de Woodland recibirá aproximadamente \$11 millones durante los próximos dos años.

Dentro de los parámetros de gasto del Departamento del Tesoro de EE. UU., El Ayuntamiento y el personal de la ciudad han identificado cinco (5) categorías de financiación potenciales, que se encuentran en la siguiente sección. Gracias de antemano por sus respuestas.

Nombre: _____ **Apellido:** _____

¿Cómo se identifica?

- ☐ Hispano o Latino (de cualquier raza)
- ☐ No Hispano o Latino

Calcule su ingreso familiar anual:

- ☐ Menos de \$ 50,000
- ☐ Entre \$ 50,000 y \$ 100,000
- ☐ Más de \$ 100,000

Clasifique cada categoría a continuación de 1 (máxima prioridad) a 5 (menor prioridad)

Recuperación de ingresos: restablecer los ingresos generales necesarios para brindar los servicios básicos de la ciudad, etc. _____

Crisis de salud pública de COVID: servicios de salud / bienestar mental, mejora de la calidad del aire en las instalaciones, inversiones en respuesta a emergencias, etc. _____

Impactos económicos de COVID: programas de recuperación empresarial, capacitación de la fuerza laboral, asistencia con servicios públicos, etc. _____

Servicios para jóvenes y cuidado infantil: capacidad ampliada de cuidado infantil; instalaciones y programas para jóvenes, etc. _____

Infraestructura: inversiones en infraestructura física, que incluyen agua, aguas pluviales, banda ancha, etc. _____

(OPCIONAL) Comparta detalles sobre sus respuestas a esta encuesta:

(OPCIONAL) Comparta su dirección de correo electrónico: _____