



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

January 4, 2022
6:00 PM

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

PLEASE NOTE: The January 4, 2022 Woodland City Council meeting will be conducted pursuant to Government Code section 54953(e), which allows the City to hold meetings via teleconference during a proclaimed state of emergency, when state or local officials have imposed or recommended measures to promote social distancing.

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

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

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

Or Phone: US: +16699006833,,99759026181#

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

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

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

E. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

1. SUBJECT: Long Range Calendar

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

F. PRESENTATIONS

2. SUBJECT: Public Works Quarterly Status Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Public Works Quarterly Status Report for the period of September through November 2021.

G. CONSENT CALENDAR

3. 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.

4. SUBJECT: Adoption of Ordinance No. 1679 related to Sewer and Water Rates

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Ordinance No. 1679, "An Ordinance of the City Council of the City of Woodland, California, to Increase Rates for Water and Sewer Services."

5. SUBJECT: FY2021 Homeland Security Grant

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

1. Authorizing the Police Department to submit an application for the 2021 Homeland Security Grant in the amount of \$54,122 for the purchase of six (6) portable all-band radios for equal distribution between Police and Fire, and to accept the grant if awarded; and
2. Authorizing the City Manager to appropriate \$54,122 to Other Federal Grants Fund (330) for the purchase of the awarded equipment.

H. REPORTS OF THE CITY MANAGER

6. SUBJECT: East Beamer Way Campus Update and Additional Appropriation for Permanent Supportive Housing Project, Phase 2 Site Infrastructure – CIP 19-22

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

- 1) Receive an update on the East Beamer Way Campus project; and
- 2) Adopt Resolution No. _____, (1) approving an additional appropriation of \$438,616 from the Homeless Housing Fund (331) to the Permanent Supportive Housing Project, Phase 2 Site Infrastructure – CIP 19-22 based on funds provided by Friends of the Mission (\$238,616) and Partnership Health Plan of California (\$200,000) which will increase the budget for CIP 19-22 from \$3,315,356 to \$3,753,972; (2) approving total contract contingencies of up to \$835,357 for a total contract authorization amount of \$3,159,857.

I. 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, January 4, 2022 was posted on Thursday, December 23, 2021 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

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

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: January 4, 2022
ITEM #: E.1
SUBJECT: Long Range Calendar

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

Staff Contact:

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

Background:

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

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

Ken Hiatt
City Manager

Attachments:

1. Council Long Range Calendar (004)

UPDATED COUNCIL LONG RANGE CALENDAR

JANUARY 18TH

REGULAR MEETING

City Council Meeting Minutes of December 7, 2021 and December 21, 2021

Public Hearings – Prudler Services CFD and Sports Park CFD Annexation

Salary Schedule

Yolo Bypass West Levee Project – Agreement with Yolo County

Woodland Regional Park Preserve – Grant Authorization and Lease Agreement Amendment

Woodland Microtransit Project Update

Rick Gonzalez Park Master Plan

FEBRUARY 1ST

REGULAR MEETING

City Council Meeting Minutes of January 4, 2022 and January 18, 2022

Presentation on 2020 Census Data

Amendment to Chapter 17.110 of the City’s Zoning Ordinance related to Commercial Cannabis Retail Use in the City of Woodland and an Amendment to Chapter 5.28 of the Municipal Code related to Cannabis Business Permits

FEBRUARY 15TH

REGULAR MEETING

Woodland Research Technology Park – EIR Specific Plan Adoption

Mid-Year Budget Update

Future Topics / Study Sessions:

Outdoor Dining Parklet - Temporary Ordinance (TBD)

Waste Management Residential Smart Truck (TBD)

Rule 20A Undergrounding District (TBD)

Comprehensive Zoning Update (Spring/Summer 2022)

Spring Budget Workshop (April)



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 4, 2022
ITEM #: F.2
SUBJECT: Public Works Quarterly Status Report

Recommendation for Action: Staff recommends that the City Council receive a presentation and accept the Public Works Quarterly Status Report for the period of September through November 2021.

Staff Contact:

Johanna Currie, Senior Management Analyst, 530-661-5902, johanna.currie@cityofwoodland.org

Background:

This quarterly report covers the period from September through November 2021. The report presents a summary of Service Requests and Work Orders received, and also contains a narrative description of major work performed and/or notable department highlights.

Conclusion:

Staff recommends that the City Council receive a presentation and accept the Public Works Quarterly Status Report for the period of September through November 2021.

Prepared by: Johanna Currie, Senior Management Analyst

Reviewed by: Craig Locke, Public Works Director



Ken Hiatt
City Manager

Attachments:

1. Sept-Nov 21 PW Quarterly Report



Public Works Department
Quarterly Status Report
September through November 2021
Public Works
Service and Work Order Requests

For the Months of Sept-Nov 2021		
Division	Service Requests	Work Orders
Administration	474	-
Electrical	129	65
Facilities	129	179
Fleet	-	334
Pretreatment	-	126
Sewer	47	300
Signs & Markings	11	114
Storm Drain	16	65
Streets	133	50
WPCF	-	86
Water	181	413
Grand Total	1,120	1,732

Service Requests – Every time a request for Public Works services is made by phone call, written request, emailed request, or an actual one-on-one request to a PW employee, a ‘**Service Request**’ is generated. This builds a computerized record of all requests made.

Work Orders – A ‘**Work Order**’ is created each time a work crew or individual is assigned a task as a result of either service requests, pre-planned maintenance projects, or by other situations as they arise. This produces a database of work accomplished and the time and materials it took to do the work.

Total for Calendar Year 2021
Through 11/30/21

Service Requests
3,688

Work Orders
6,340

65 Working Days This Quarter =

17 Requests for Service per Day

Fleet & Facilities Division

- **Fleet Services:** Achieved a 96% Fleet Availability Rate for the quarter, which is the percentage of time that vehicles were out of the shop and being used for their intended purposes.
- **Fleet Services:** Purchased City’s first solar-assisted mower for the Community Services Department; the solar technology adds an additional 20 extra minutes of mowing time per day without expending fuel; the mower will be partially funded from a \$12,000 Clean Air Funds grant that the City was awarded from the Air Quality District.
- **Fleet Services:** Executed a lease agreement for a new Skeeter Fire Truck that will replace an older brush truck for the Fire Department; the new Fire Truck is on order and due to be delivered in Spring/Summer of 2022.

- **Fleet Services:** Received \$200,000 in grant reimbursement from the Sacramento Metropolitan Air Quality Management District for the purchase of 2 Electric work trucks for the Public Works Department, which were delivered in the spring of 2021.
- **Facilities Services:** Installed a security door on the 2nd Floor Engineering Hallway at City Hall to close the section off to only City employees.
- **Facilities Services:** The Library sustained some water damage after the last heavy rainfall in late October; the rooftop above the elevator is in poor condition but should be repaired by mid-December.
- **Facilities Services:** A temporary, part-time Facilities Maintenance Worker III was hired to assist in refining the Facilities Asset Management program; this person will be linking all the facility assets to the GIS map so they are visibly identifiable by the end of 2021.
- **Facilities Services:** The annual Property Listing for YCPARMA was completed. This accounts for all building and vehicle values and is used to establish annual premiums.

Right-of-Way Division

COVID-19 pandemic has reduced the number of Right-of-Way (ROW) projects the division has undertaken. During the last quarter PW was able to hire more personnel and as they become more trained the department will move forward with completing our goals.

- **Geographic Information System (GIS):** The GIS Group continues to work on completing the creation of new informational maps for Admin, Electrical, Facilities/Parks, Sewer/Storm, Signs & Markings, and Water. These maps provide all City departments with current Public Works asset and division information.
- **Blight:** Public Works, Code Enforcement and the Police Department are working with shopping cart retrieval services such as CarTrac to mitigate blight throughout the City.

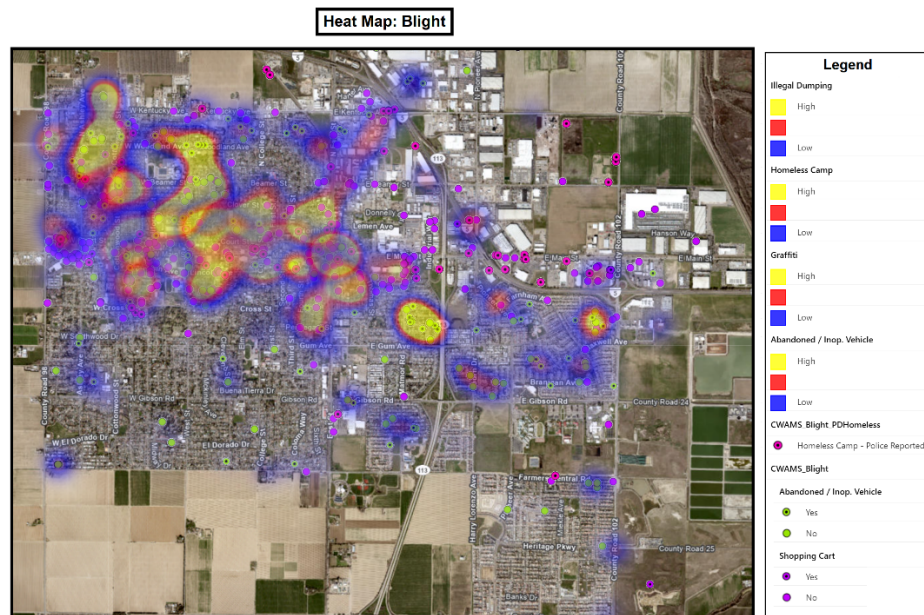
Blight includes noncompliant driveway approaches, right-of-way clearance, illegal dumping and camping, graffiti, and shopping carts. Below is a summary of the total of shopping carts collected in 2021. This table shows a significant decrease in October due to a lack of staffing.

Non Contracted Owner	January	February	March	April	May	June	July	August	September	October	November	December	Totals
Ace Hardware	0	0	1	0	1	0	0	0	1	0	0	0	3
Burlington	0	0	0	0	0	0	0	0	0	0	0	0	0
Costco	0	1	0	0	2	2	0	0	1	0	0	0	6
Dollar General	1	0	0	0	0	0	0	0	0	0	0	0	1
Food 4 Less	1	6	7	0	3	6	3	1	1	0	0	0	28
Goodwill	0	0	0	0	0	0	0	1	0	0	0	0	1
Grocery Outlet	2	4	10	2	10	7	1	7	5	0	0	0	48
Harbor Freight	2	2	1	1	0	3	0	0	0	0	0	0	9
Home Depot	1	0	2	1	1	4	0	4	0	0	0	0	13
Home Goods	0	0	0	0	0	0	0	0	0	0	0	0	0
Josam's	0	0	1	0	0	0	0	0	0	0	0	0	1
La Superior	0	3	0	1	2	5	0	0	1	0	0	0	12
Marshalls	9	2	2	1	5	1	0	3	2	0	0	0	25
Mi Amigos	0	0	0	0	0	0	0	0	0	0	0	0	0
Nugget Market	5	11	3	10	5	9	2	4	16	0	0	0	65
PetSmart	0	0	0	0	0	0	0	0	0	0	0	0	0
Party City	2	0	0	0	0	0	0	1	1	0	0	0	4
Ross	0	0	0	0	0	1	0	0	1	0	0	0	2
Unknown	0	0	0	0	0	0	0	0	0	0	0	0	0
Walgreens	2	3	2	3	2	3	3	1	4	0	0	0	23
Walmart #2190	5	3	3	0	4	7	0	4	4	0	0	0	30
Totals	30	35	32	19	35	48	9	26	37	0	0	0	271
Contracted Owner													
Big Lots	12	12	6	5	6	14	10	2	19	3	0	0	89
Cvs Pharmacy	5	2	4	3	11	5	1	2	3	1	0	0	37
Dollar Tree	3	0	5	0	8	1	4	1	0	2	0	0	24
Raley's	16	12	15	13	14	20	28	16	22	13	0	0	169
Rite Aid Corp	1	4	3	8	7	3	8	3	6	3	0	0	46
Target	4	4	3	0	6	0	3	0	0	0	0	0	20
Walgreens	0	0	0	0	0	0	0	0	0	0	0	0	0
Walmart #4127	53	57	76	64	59	157	94	88	75	25	0	0	748
Walmart #5606	15	17	37	28	21	21	17	15	28	11	0	0	210
Totals	109	108	149	121	132	221	165	127	153	58	0	0	1,343
Totals All	139	143	181	140	167	269	174	153	190	58	0	0	1,614

Public Works staff document and report blight issues by creating Service Requests (including photo attachments) in real time. This procedure saves time when reporting blight issues, as well as increases response time.

The map below illustrates the areas with the highest concentration of blight issues. Utilizing the heat map helps us visualize areas where blight is frequent throughout the City. This also limits the amount of time spent searching in areas where blight is not often found.

This Quarter there were 70 blight related Service Requests completed.



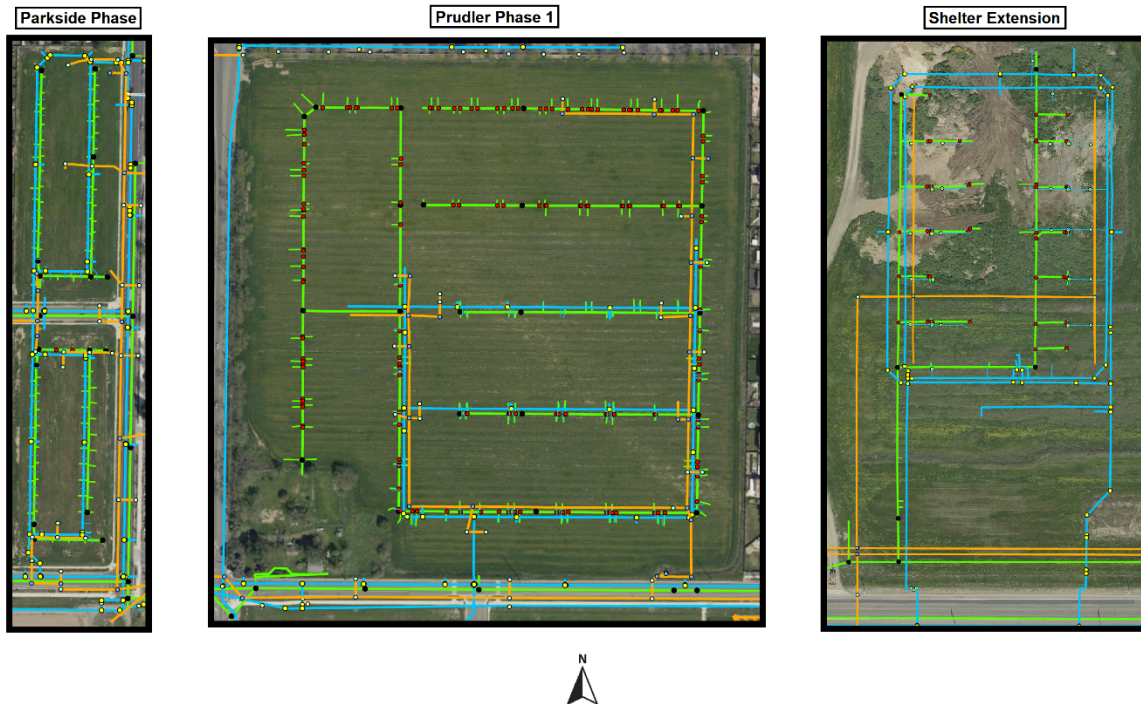
Blight Service Requests Calendar Year 2021
September 2021 71 Completed
September 2021-November 2021 6 In Progress

- **GIS - Electrical:** The GIS and Electrical Groups have been working together to update areas on the City map that have missing underground information. As the map is updated in real time, Electricians and USA Technicians are able to view this information, helping to accurately locate and GPS infrastructure when completing Service Requests and Work Orders.

USA Tickets Calendar Year 2021
Quarter September 2021-November 2021 6,834

- **GIS - GPS Projects:** The GIS Group currently has several major projects in progress; Parkside Phase 3 at Matmor Rd and Hadley Dr.; Prudler Phase 1 at East St and Sports Park Dr.; and the Shelter Extension located on E Beamer St and CR 102.

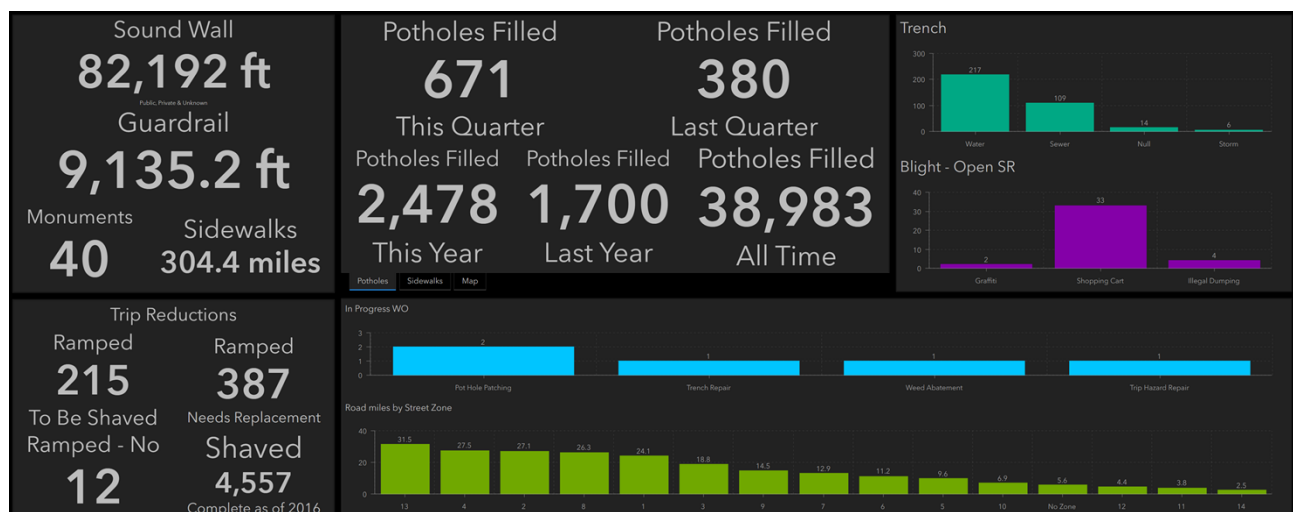
The images below show Parkside Phase 3 at 90% GPS completion, Prudler Phase 1 at 50 % GPS completion, and the Shelter Extension at 90% completion. The following assets are visible: Storm Gravity Mains, Inlet Points and Manholes, Water Control Valves, Fittings, Hydrants, Lateral Lines, Pressurized Mains, Sewer Manholes, Lateral Lines and Gravity Mains.



- Electrical – Camera System Installations: The Electrical Group has worked with the IT Department to install new antennas for various systems, including the camera system. This should broaden the areas in which we may place cameras.
- Electrical - CIP/Development Projects: The ROW Electrical Group is currently overseeing the inspection of four separate projects ranging from streetlight installations to the installation of new Traffic Signal Equipment. The East Main St Project is now underway with an estimated turn-on date of FY 2021/22. The Gibson Road Rehab and Gum and Matmor project are also underway. Both should be completed by fall of 2023.
- Electrical - IT Training Room (City Hall Annex): The Industrial Electrical group upgraded all lighting from fluorescent to LED lamps for the new training room and the storage area in the basement. Also verified power for IT workstations and assisted with installation of equipment.
- Signs & Markings - New Installations: The Signs Group coordinated with Yolo County to install 4 new blue Guide signs to facilitate Jail visitation on CR 102 and E Gibson Rd. Thomas St received the following traffic calming improvements; installation of 9 new 25mph speed limit signs around the neighborhood, as well as the installation of Thermoplastic pavement markings to warn drivers of the deep valley gutter at Thomas St & Colette Way. Multiple red curbs were added to the Thomas St neighborhood to improve line of sight issues. Osborn Dr. & Shellhammer Dr. in Spring Lake received traffic calming improvements as well. The Signs Group installed two new 25mph speed limit signs on Shellhammer Dr., and installed two new Yield signs with corresponding street markings at Osbourn Dr.

Ralph Harris Park “NO PARKING” sign installation is complete. This improvement will help curb illegal overnight parking and camping. Hays Lane and Douglas Lane received the same improvements with the installation of limited parking signs to quell the overnight parking and camping.

- Signs & Markings - Routine Street Markings Maintenance: Signs & Markings Group replaced white Thermoplastic markings on Heritage Parkway from CR 102 to Miekle Ave, greatly improving nighttime visibility. CR 102 & E Main St received the following Thermoplastic marking improvements as time allowed; RXR crossing and turn arrow details. At N Ashley Ave, the Signs Group erased the old BIKE LANE stencils and replaced them with new Thermoplastic markings.
- Signs & Markings - Sign Knockdowns: The Signs Group repaired 10 knockdowns this Quarter.
- Signs & Markings - Road Maintenance Project: This Fall, the Signs Group monitored and inspected the Road Sealing Project at the following locations; W Lincoln Ave, W Cross St at Clover St, Cottonwood St and West St.
- Streets - Sidewalk Trip Hazard Survey: The Streets Group is currently updating the trip hazards list for the 2022 sidewalk replacement/shaving/ramping project. The Streets Group will be covering areas from County Road 98 to East Street, and from Kentucky Avenue to Main St.
- Streets – Skin Patching: The Streets Group skin patched multiple sections of roadway, alleys and intersections during the last quarter. Several identified locations along Matmor Rd from Oak St to Dodds Dr., El Dorado Dr. from McKinley Ave to Spruce Dr., Cross St from West St to Elm St, and N. College St. from Emerald St. to Woodland Ave which resulted in a total of 19,174 square feet of road repairs.
- Streets - Trash and Debris Clean Up: The Streets Group assisted Homeless Outreach Street Team (HOST) with cleanup of 22 homeless encampments and responded to 104 different calls about trash and debris that was abandoned or dumped in various locations throughout the City.
- Streets Group Dashboard: The information below is a dataset filled with all Streets Group maintained infrastructure along with reporting requirements. Below is a screenshot of data as of 11/30/21. The ROW Division is in the process of implementing dashboards for all maintained infrastructure (Signs & Markings, Facilities, Underground Service Alerts, etc.):



Utilities Collections - Sewer and Storm Divisions

The Collections Division has been working closely with Utilities Engineering on multiple Capital Improvement Projects (CIPs), as well as with Community Development and Transportation Engineering on various projects on Gibson Rd and the Spring Lake Development, including final warranty inspections and plan review.

Staff has been busy with preventive maintenance on a variety of assets within the City. Their projects include mowing storm ditches in preparation of our winter season, removing and rebuilding storm lift pumps, and continuing our manhole inspection program. I would like to make sure we recognize all of Public Works for their efforts during the “storm of the century” where we received 5” inches of rain in a 24-hour period. Crews worked split shifts during this 24-hour period in order to keep our City streets from flooding.

Utility staff and Human resources are working to fill the three vacant Utility Maintenance Worker 1 and 2 positions. These staff members are provide the critical labor to keep the system running, meet preventative maintenance objectives and provide after hours and weekends coverage.

Sewer:

- **HVVC Footage:** 101,316
- **CCTV Footage:** 45,434
- **Lateral Inspection Footage:** 2,812
- **Lateral Rodding Footage:** 324

Storm

- **HVVC Footage** 15,728
- **CCTV Footage:** 10,970

Service Calls:

- **Service Request Generated:** 47
- **Sanitary Sewer Overflows:** 4

Utilities - Water Production and Distribution Division

- **Wells:** All groundwater wells are currently off or in the “standby” position with the exception of blending Well #24.
- **ASR:** Wells #28, #29, and #30 are “active” and currently injecting 4.5 Million Gallons per Day (MGD). Currently the City is not in a “Term 91” condition; this allows staff to inject as much water as possible during this time. A Term 91 is curtailment is anticipated in the near future.
- **Distribution Division:** Crews continue working on system maintenance, repairs and improvements, as well as repairing and testing water meters. All program expectations and deadlines are being met.
- **Preventive Maintenance:** Crews continue to work toward meeting the annual goal of exercising 20% of the system per American Water Works Association (AWWA)

specifications. The 2021 goal is to exercise 1,625 valves and service and paint 611 fire hydrants. Both of those objectives have been met.

- **Water Main Breaks:** 29
- **Valves, Fire Hydrants and Services Replaced:** 23
- **Water Main Valves Exercised:** 429
- **Water Meters Tested:** 107
- **Water Meters Replaced:** 49
- **Water Quality Calls:** 19

Wastewater Operations Division

Laboratory:

- Approved and certified under the new Environmental Laboratory Accreditation Program (ELAP) Regulations that took effect January 1, 2021.
- Earned a 'Certificate of Excellence' for achieving a 100% on their State required unknown testing for 2021.
- Staff is working to fill the vacant Laboratory Technician Position

Pretreatment:

Pretreatment Staff works year round to inspect, permit and monitor a variety of businesses: Food Service Businesses (FSB's), Automotive Related Businesses (ARB's), Business of Concern (BOC's), Significant Industrial Users (SIU's), and Dental Industrial Users (DIU's). Staff also conducts a variety of sampling events to meet compliance requirements for the City's National Pollutant Discharge Elimination System (NPDES) Permit: Local Limits (LL), Return Activated Sludge (RAS), Grit & Rags (G&R), Receiving & Effluent Waters (R&E), Stormwater (SW) and Pyrethroid's (P).

2021 Year to Date

	Inspections	Permitting/Outreach	Sampling
FSB's	182	52	0
ARB's	34	11	0
BOC's	24	8	1
SIU's	1	2	0
DIU's	0	2	0
Sampling	0	0	14

Regulatory Compliance:

- Prepared and submitted Quarterly and Monthly reports to the Regional Board in accordance with our National Pollutant Discharge Elimination System (NPDES) Permit.
- Continued participation in the Central Valley Clean Water Association (CVCWA) special studies on Methyl Mercury, Freshwater Mussels, and Low-Level Toxicity.
- Continued issuing an information binder with all new pretreatment permits with relevant information to the specific discharger.
- Completed public outreach reminders regarding how wipes clog pipes.
- Conducted required Local Limits and Grit & Rags sampling.

Water Pollution Control Facility:

- Plant Operations: Ultra Violet (UV) system maintenance has been an ongoing task this quarter with multiple lamp replacements. The Operations Group replaced 20+ lamps which were believed to be damaged from a power surge. Operations repaired a broken diffuser in Zone #4 and worked with Engineering to estimate the service life of the remaining diffusers. Seven sample diffuser disks were removed and sent to the manufacture for testing and evaluation. The results will be incorporated in the treatment plan capital improvement master plan.
- Recycled Water Delivery: Currently recycled water is only being delivered to the City's Parks Department. Biomass has concluded a new contract with PG&E but has been under construction since September and has not resumed full operation.
- Solids Removal: The removal of solids from pond 10 was place on hold after a significant rain event in October added enough water to the pond to make it not feasible to remove solids for the remainder of the season; this may resume in the spring, depending on the conditions in the pond at that time.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 4, 2022
ITEM #: G.3
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 periods 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. Resolution AB 361 Recurring -c1
2. Reso_7815 AB 361 Virtual Meetings

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 by the City Council of the City of Woodland at a regular meeting of the City Council held on the 7th day of December, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayra Vega, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

RESOLUTION NO. 7815

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.

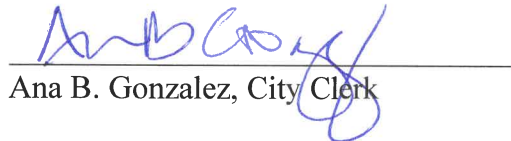
- 4) The City Council and all other legislative bodies of the City of Woodland who are required to hold public meetings shall continue to meet virtually in accordance with Government Code section 54953(e) and without compliance with section 54953(b)(3), based upon the findings and determinations hereby made by the City Council.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 7th day of December, 2021, by the following vote:

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


Mayra Vega, Mayor

ATTEST:


Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 4, 2022
ITEM #: G.4
SUBJECT: Adoption of Ordinance related to Sewer and Water Rates

Recommendation for Action: Staff recommends that the City Council adopt Ordinance No. 1679, “An Ordinance of the City Council of the City of Woodland, California, to Increase Rates for Water and Sewer Services.

Staff Contact:

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

Background:

This ordinance was introduced at the December 7, 2021 Council meeting. This is the second reading and adoption of the ordinance.

Conclusion:

Staff recommends that the City Council adopt Ordinance No. 1679, “An Ordinance of the City Council of the City of Woodland, California, to Increase Rates for Water and Sewer Services.

Prepared by: Ana B. Gonzalez, City Clerk

Ken Hiatt
City Manager

Attachments:

1. Ord_1679 Water and Sewer Rate Ordinance

ORDINANCE NO. 1679

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND,
CALIFORNIA, TO INCREASE RATES FOR WATER AND SEWER SERVICES**

WHEREAS, the Woodland City Council has previously established water and sewer rates;
and

WHEREAS, California law allows the City to recover the full cost of providing water and sewer service to customers, including the cost of sources of water, treatment facilities, pipelines, and other infrastructure, through the establishment of water and sewer rates; and

WHEREAS, the City has determined that the existing water and sewer rates do not adequately recover the City's costs of providing services to customers and the City contracted with the firm HDR Engineering, Inc. to prepare a water rate study and a sewer rate study, which analyzed the city's water and sewer rate revenues and cost of their respective operations; and

WHEREAS, the City Council on October 5, 2021, authorized City staff to mail the notices required by Proposition 218 to all property owners and water customers and on that same date set December 7, 2021, as the date for a public hearing on the proposed adoption of increased water and sewer rates; and

WHEREAS, the City sent mailed notices to all property owners and water and sewer customers on October 22, 2021; and

WHEREAS, the City Council intends to establish water and sewer rates that do not exceed the cost to the City of providing the service for which the fees and charges are imposed; and

WHEREAS, the City Council has held a public hearing and taken testimony from all interested persons and accepted written protests from all persons wishing to protest the adoption of the new water and sewer rates, as required by Article 13D, Section 6 of the California Constitution; and

WHEREAS, as of the close of the public hearing, the City Clerk attested that written protests against the proposed fee or charge were not presented by a majority of owners or customers of the affected parcels.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND DOES
ORDAIN AS FOLLOWS:**

Section 1. The City Council hereby adopts the recitals and findings set forth above and in the staff report prepared in connection with this ordinance.

Section 2. The City Council hereby adopts, by not less than a two-thirds vote pursuant to Government Code section 5471, the water and sewer rate schedules set forth in Exhibit "A", attached hereto and incorporated herein by reference.

Section 3. This Ordinance supersedes and voids all prior ordinances, resolutions, and other Council actions, which are inconsistent with its terms, including all prior ordinances and resolutions establishing or amending water or sewer rates.

Section 4. Adoption of this Ordinance is exempt from the California Environmental Quality Act pursuant to Section 15061(b)(3) of the CEQA Guidelines (14CCR 15061(b)(3)). 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. It is therefore found and declared that the adoption of the water and sewer rate schedules in this ordinance will not have a significant effect on the environment, as the consumption-based water rates herein adopted will encourage water conservation.

Section 5. Severability. If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the Ordinance be enforced.

Section 6. Effective Date. The increased water and sewer rates shall be effective as of January 1, 2022.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 4th day of January, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayra Vega, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney

Exhibit "A"
Water Rate Schedule

The water rates and effective dates for implementation are as follows:

Present Rates		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Proposed Adjustment*		3.0%	3.0%	3.0%	3.0%	3.0%
Effective Date		1/1/2022	1/1/2023	1/1/2024	1/1/2025	1/1/2026
Meter Charge (<i>All customer classes</i>)						
3/4"	\$55.65	\$54.55	\$56.20	\$57.90	\$59.65	\$61.45
1"	55.65	54.55	56.20	57.90	59.65	61.45
1 1/2"	55.65	54.55	56.20	57.90	59.65	61.45
2"	55.65	54.55	56.20	57.90	59.65	61.45
3"	99.00	102.50	105.60	108.80	112.10	115.40
4"	165.00	170.80	175.00	181.30	186.80	192.40
6"	329.40	340.95	351.30	361.90	372.80	384.10
8"	329.40	545.50	562.00	579.00	596.50	614.50
10"	329.40	784.45	808.20	832.60	857.80	883.70
Consumption (<i>per ccf</i>)						
Residential						
0-12 CCF	\$3.98	\$4.04	\$4.16	\$4.28	\$4.41	\$4.54
13-36 CCF	4.79	4.72	4.86	5.00	5.15	5.30
36+ CCF	5.89	6.10	6.28	6.46	6.66	6.86
Non Residential						
Uniform Rate	\$5.18	\$5.14	\$5.29	\$5.45	\$5.61	\$5.78
Landscape						
Uniform Rate	\$5.86	\$5.29	\$5.45	\$5.61	\$5.78	\$5.95

Sewer Rate Schedule

The sewer rates and the effective dates for their implementation are as follows:

Present Rates		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Proposed Adjustment*		0.00%	2.00%	2.00%	2.00%	2.00%
Effective Date		1/1/2022	1/1/2023	1/1/2024	1/1/2025	1/1/2026
Single Family Rates						
Fixed Charge						
Per Account	\$ 62.15	\$ 62.15	\$ 64.65	\$ 65.95	\$ 67.27	\$ 68.61
Multi Family Rates						
Fixed Charge						
Condo/Apartmt/3plex	\$ 40.55	\$ 40.55	\$ 46.61	\$ 47.54	\$ 48.50	\$ 49.47
Duplex	50.35	50.35	51.44	52.47	53.51	54.58
Non-Residential Rates						
Fixed Charge						
Low Strength	\$ 37.70	\$ 37.70	\$ 10.36	\$ 10.56	\$ 10.77	\$ 10.99
Med Strength	37.70	37.70	37.65	38.40	39.17	39.95
High Strength	37.70	37.70	40.56	41.37	42.20	43.04
Volume Charge						
Low Strength	\$ 7.75	\$ 7.75	\$ 7.49	\$ 7.64	\$ 7.79	\$ 7.94
Med Strength	8.95	8.95	8.46	8.63	8.80	8.98
High Strength	10.17	10.17	9.90	10.10	10.30	10.51
Schools Rate						
Fixed Charge						
Per Account	\$ 37.70	\$ 37.70	\$ 10.36	\$ 10.56	\$ 10.77	\$ 10.99
ADA Charge						
Per ADA	\$ 1.67	\$ 1.67	\$ 1.83	\$ 1.86	\$ 1.90	\$ 1.94



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 4, 2022
ITEM #: G.5
SUBJECT: FY2021 Homeland Security Grant

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____,

1. Authorizing the Police Department to submit an application for the 2021 Homeland Security Grant in the amount of \$54,122 for the purchase of six (6) portable all-band radios for equal distribution between Police and Fire, and to accept the grant if awarded; and
2. Authorizing the City Manager to appropriate \$54,122 to Other Federal Grants Fund (330) for the purchase of the awarded equipment.

Staff Contact

Derrek Kaff, Police Chief (530)661-7813

Council Goal:

This recommendation supports three of the four Council goals: (1) Improve Quality of Life; (2) Strengthen Public Safety & Infrastructure; and (3) Enhance Governance and Fiscal Responsibility.

Fiscal Impact:

The requested \$54,122 appropriation to Fund 330 will ultimately be cost neutral. The requested funds will cover the purchase of the awarded equipment, which will then be reimbursed through the 2021 Homeland Security Grant award received by the City. Given the twenty months between the time of the grant application and the grant award, the respective Departments will absorb in its current department budget any cost difference that exceeds the grant award in purchasing six (6) radios. Each agency will be responsible for the maintenance of the radios allocated to them.

Background:

The Woodland Police Department plans to submit an application for the 2021 Homeland Security Grant for the purchase of six (6) portable all-band radios to be distributed as follows: Woodland Police Department (3) and Woodland Fire Department (3). The grant application is due January 7, 2022.

The Homeland Security Grant Program (HSGP) provides funding to states, territories, urban areas, and other local and tribal governments to prevent, protect against, mitigate, respond to, and recover from potential terrorist attacks and other hazards. While our system of automatic and mutual aid is robust our communication interoperability is hampered by non-contiguous communication. The requesting agencies straddle the boundaries between adjacent City agencies which utilize 800 MGHZ radios/frequencies and the County agencies which utilize VHF radios/frequencies. This variance in radio frequencies present a communication challenge for automatic and mutual aid partners who regularly respond to assist their partners in need This communication gap can be bridged by the utilization of all band portable radios which have the ability to utilize both VHF and 800 MGHZ frequencies. This interoperability is vital to the regions security and ability to respond safely and effectively. The all band capability is in alignment with the regional, state, and federal goals of strengthening communication.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____,

1. Authorizing the Police Department to submit an application for the 2021 Homeland Security Grant in the amount of \$54,122 for the purchase of six (6) portable all-band radios for equal distribution between Police and Fire, and to accept the grant if awarded; and
2. Authorizing the City Manager to appropriate \$54,122 to Other Federal Grants Fund (330) for the purchase of the awarded equipment.

Prepared by: Elle Murphy, Senior Management Analyst (Police)
Lt. Tom Davis

Reviewed by: Anthony Cucchi, Deputy Police Chief

Approved by: Derrek Kaff, Police Chief



Ken Hiatt
City Manager

Attachments:

1. Resolution - 2021 HSG Application 2022-01-04

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE POLICE DEPARTMENT TO SUBMIT AN APPLICATION FOR
THE 2021 HOMELAND SECURITY GRANT AND TO ACCEPT THE GRANT IF
AWARDED; AND AUTHORIZING THE CITY MANAGER TO APPROPRIATE \$54,122
TO OTHER FEDERAL GRANTS FUND 330 FOR THE PURCHASE OF PORTABLE
ALL-BAND RADIOS**

WHEREAS, plans to submit an application for the 2021 Homeland Security Grant for the purchase of six (6) portable all-band radios in the amount of \$54,122; and

WHEREAS, the grant funds will be used to purchase six (6) portable all-band radios to be distributed as follows: Woodland Police Department (3) and Woodland Fire Department (3); and

WHEREAS, both Woodland Police Department and the Woodland Fire Department will absorb in its current department budget any cost difference that exceeds the grant award in purchasing the radios; and

WHEREAS, each agency be responsible for maintenance of the radios allocated to them.

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

SECTION 1. That the City Council hereby authorizes the Police Department (1) to submit an application for the 2021 Homeland Security Grant for the purchase of six (6) portable all-band radios in the amount of \$54,122, and (2) to accept the grant, if awarded and

SECTION 2. That the City Council hereby authorizes the City Manager to appropriate \$54,122 to Other Federal Grants Fund (330) for the purchase of the awarded equipment.

PASSED AND ADOPTED by the City Council this 4th day of January, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayra Vega, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzales, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: January 4, 2022
ITEM #: H.6
SUBJECT: Additional Appropriation for Permanent Supportive Housing Project, Phase 2 Site Infrastructure – CIP 19-22

Recommendation for Action: Staff recommends that the City Council:

1) Receive an update on the East Beamer Way Campus Project; and
2) Adopt Resolution No. _____, (1) approving an additional appropriation of \$438,616 from the Homeless Housing Fund (331) to the Permanent Supportive Housing Project, Phase 2 Site Infrastructure - CIP 19-22 based on funds provided by Friends of the Mission (\$238,616) and Partnership Health Plan of California (\$200,000) which will increase the budget for CIP 19-22 from \$3,315,356 to \$3,753,972; (2) approving total contract contingencies of up to \$835,357 for a total contract authorization amount of \$3,159,857.

Staff Contact:

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

Fiscal Impact:

The additional appropriation of \$438,616 will be funded by Friends of the Mission and the City's Partnership Health Plan grant in the amounts of \$238,616 and \$200,000, respectively. The total project budget consists of \$3,753,972 in the Homeless Housing Fund (Fund 331). This includes \$525,972 of Partnership Health Plan funding, \$1,482,000 in City affordable housing funding, and \$1,746,000 of funding from Friends of the Mission (FOM). The project funding is needed to cover the cost of the pier foundations and one of the two parking lots discussed later in the staff report.

The original contract was executed for \$2,324,500. With the proposed contingency of \$835,357 the total contract authorization amount is \$3,159,857.

Background:

The City, in partnership with Friends of the Mission, Fourth and Hope, and Yolo County have committed to the development of the East Beamer Way Campus project that, once complete, will offer a range of housing and services for those experiencing homelessness. In 2020, construction commenced on the emergency shelter phase which has since been completed and now provides emergency shelter for up to 100 individuals. 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 2021 and is anticipated to be completed in early 2022. This work will provide the needed infrastructure and housing sites for the 61 permanent supportive housing units.

Discussion:

At the meeting of January 4th, staff and representatives from Friends of the Mission and Fourth and Hope will provide the City Council with an update on the shelter as well as progress toward securing the remaining funding for the permanent supportive housing units.

Additional, staff will provide an update on the current site infrastructure work and additional details on changes to the site and budget. Though not part of Lister's original construction contract, City staff worked with FOM staff to delete the pier foundations from Cutting Edge Modular's cost proposal and add it to Lister's contract. Installing the piers as part of the site work will avoid later damaging the completed underground utilities,

grading, sidewalks and streets. To address the need for additional parking for the PSH project, FOM has requested that the size of the PSH site along the east boundary be increased by approximately 6,800 square feet to yield 42 additional parking spaces. Separately, FOM has requested that the City increase the Shelter facility site (Parcel 1) by approximately 6,000 square feet for an unpaved temporary parking lot to accommodate 20 parking spaces.

To facilitate the additional work for the Phase 2 Site Infrastructure, the City will execute a change order with Lister Construction to amend their project scope to add construction of the approximately 435 concrete piers that will support the units and an expanded parking area. The combination of this work, other proposed construction change orders, and previously approved change orders will exceed the construction contingency. City staff estimates that the additional budget and contingency are sufficient to cover the new costs. City departments (Community Development, Public Works, Fire, and Police) reviewed the additional parking sites (PSH project and Shelter) and did not object to the proposed uses. Separate from the Lister contract, FOM secured a contractor and covered the costs for the installation of a temporary parking lot near the Shelter.

The following table summarizes the revised cost estimate for the Phase 2 Site Infrastructure project.

Budget for Permanent Supportive Housing Project, Phase 2 Infrastructure (CIP #19-22)

Phase 2 Site Infrastructure	
Total Preconstruction Costs	\$ 388,984
Construction	
LCI Construction Contract	\$ 2,324,500
Construction Contingency	\$ 835,357
Construction Contract and Contingency	\$ 3,159,857
Construction support costs	\$ 205,000
Total project costs	\$ 3,753,841
Funding Sources	
PHP	\$ 525,972
FOM (e.g., Dignity)	\$ 700,000
CoW Grant 1	\$ 900,000
CoW Grant 2	\$ 582,000
FOM (e.g., Sutter) Grant	\$ 1,046,000
Total Project Funding	\$ 3,753,972

The property descriptions for the parking lots have not been completed at this time. Staff will return to Council at a later time to transfer ownership of the land for the parking lots.

Last month, the City and FOM submitted a joint grant application through the State's Homekey Program for the purchase and installation of the 61 housing units at the PSH project site. A successful grant application will allow installation of the housing units to be completed by this summer and will include an operational subsidy for up to three years. To prepare for occupancy of the units, Yolo County has convened regular meetings with the City, FOM, Yolo Wayfarer Center, Woodland Opportunity Village, Legal Services of Northern California,

and Yolo County Housing to plan for leasing of the units, services that will be provided to residents, and strategies to keep residents housed.

Conclusion:

Staff recommends that the City Council:

- 1) Receive an update on the East Beamer Way Campus Project; and
- 2) Adopt Resolution No. _____, (1) approving an additional appropriation of \$438,616 from the Homeless Housing Fund (331) to the Permanent Supportive Housing Project, Phase 2 Site Infrastructure - CIP 19-22 based on funds provided by Friends of the Mission (\$238,616) and Partnership Health Plan of California (\$200,000) which will increase the budget for CIP 19-22 from \$3,315,356 to \$3,753,972; (2) approving total contract contingencies of up to \$835,357 for a total contract authorization amount of \$3,159,857.

Prepared by: Dan Sokolow, Senior Planner

Reviewed by: Evis Morales, Finance Officer

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. City Council Resolution
2. PSH Parking Area Preliminary Exhibit
3. Shelter Parking Area Preliminary Exhibit

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING
AN ADDITIONAL APPROPRIATION OF FUNDS FOR THE PERMANENT SUPPORTIVE
HOUSING PROJECT, PHASE 2 SITE INFRASTRUCTURE - CIP #19-22**

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

WHEREAS, a budget of \$3,161,328 was established for the Phase 2 Site Infrastructure Project at the March 16, 2021 meeting. The awarded construction contract amount was \$2,324,500 and included a construction contingency of \$348,675;

WHEREAS, the City staff worked with Friends of the Mission (FOM) staff to delete the pier foundations from Cutting Edge Modular's cost proposal and add it to Lister's contract to avoid damaging the completed underground utilities, grading, sidewalks and streets. The combination of this work, other proposed construction change orders, and previously approved change orders will exceed the construction contingency; and

WHEREAS, City staff estimates that an additional budget appropriation of \$438,616 is sufficient to cover the additional costs.

WHEREAS, At their December 21, 2021 meeting, the FOM board approved the revised budget of \$3,753,972 including the FOM contribution of \$1,746,000. The revised project budget also includes \$525,972 from the Partnership Health Plan and \$1,482,000 of City affordable housing funds.

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

Section 1. Approves an additional appropriation of \$438,616 from the Homeless Housing Fund (331) to the Permanent Supportive Housing Project, Phase 2 Site Infrastructure (CIP 19-22) based on funds provided by Friends of the Mission (\$238,616) and Partnership Health Plan of California (\$200,000). This additional appropriation provides a total project budget of \$3,753,972.

Section 2. Approves a total contract contingency of up to \$835,357 for a total contract authorization amount of \$3,159,857.

PASSED AND ADOPTED by the City Council this 4th day of January, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayra Vega, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, City Clerk

Ethan Walsh, City Attorney

Exhibit B

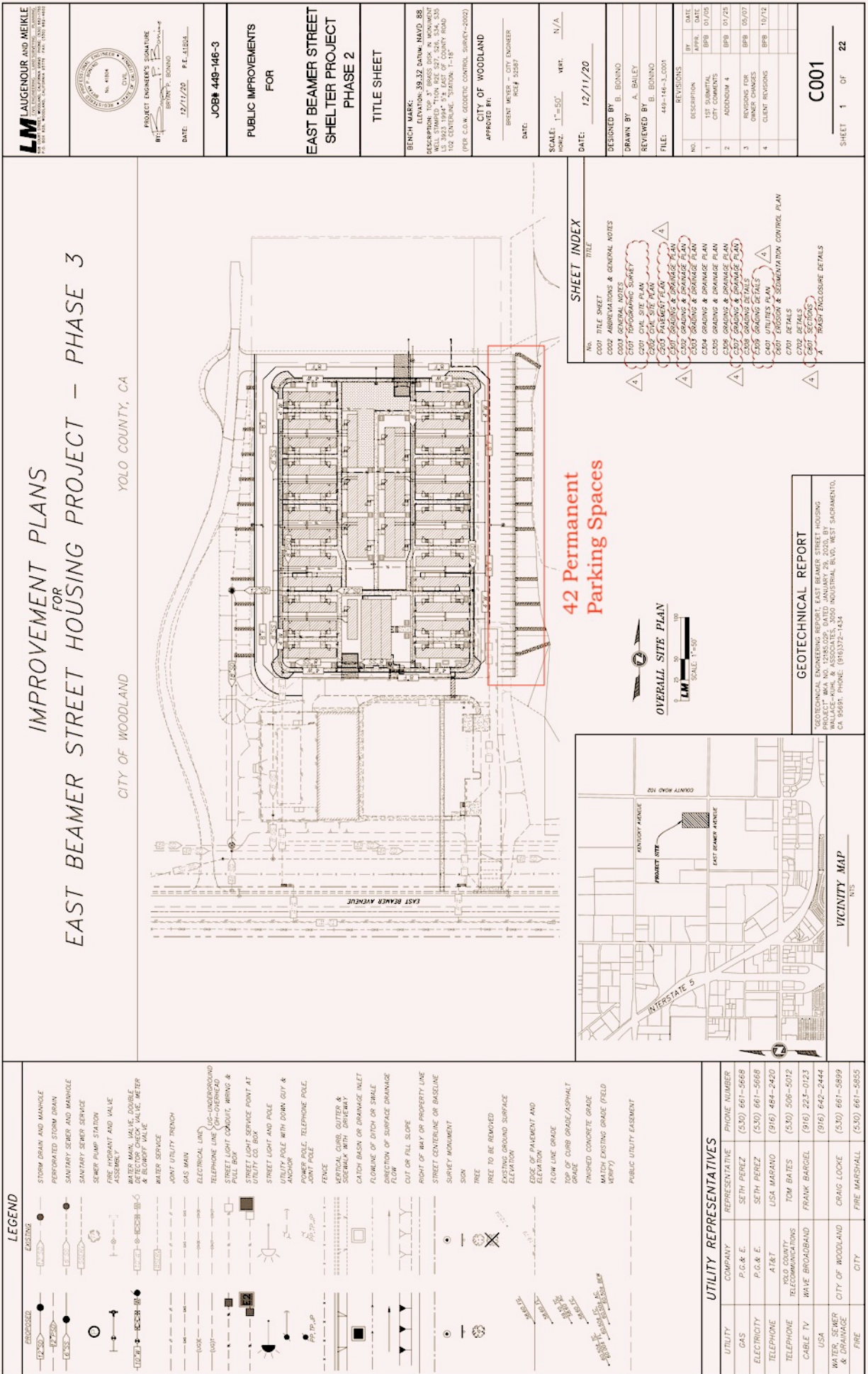
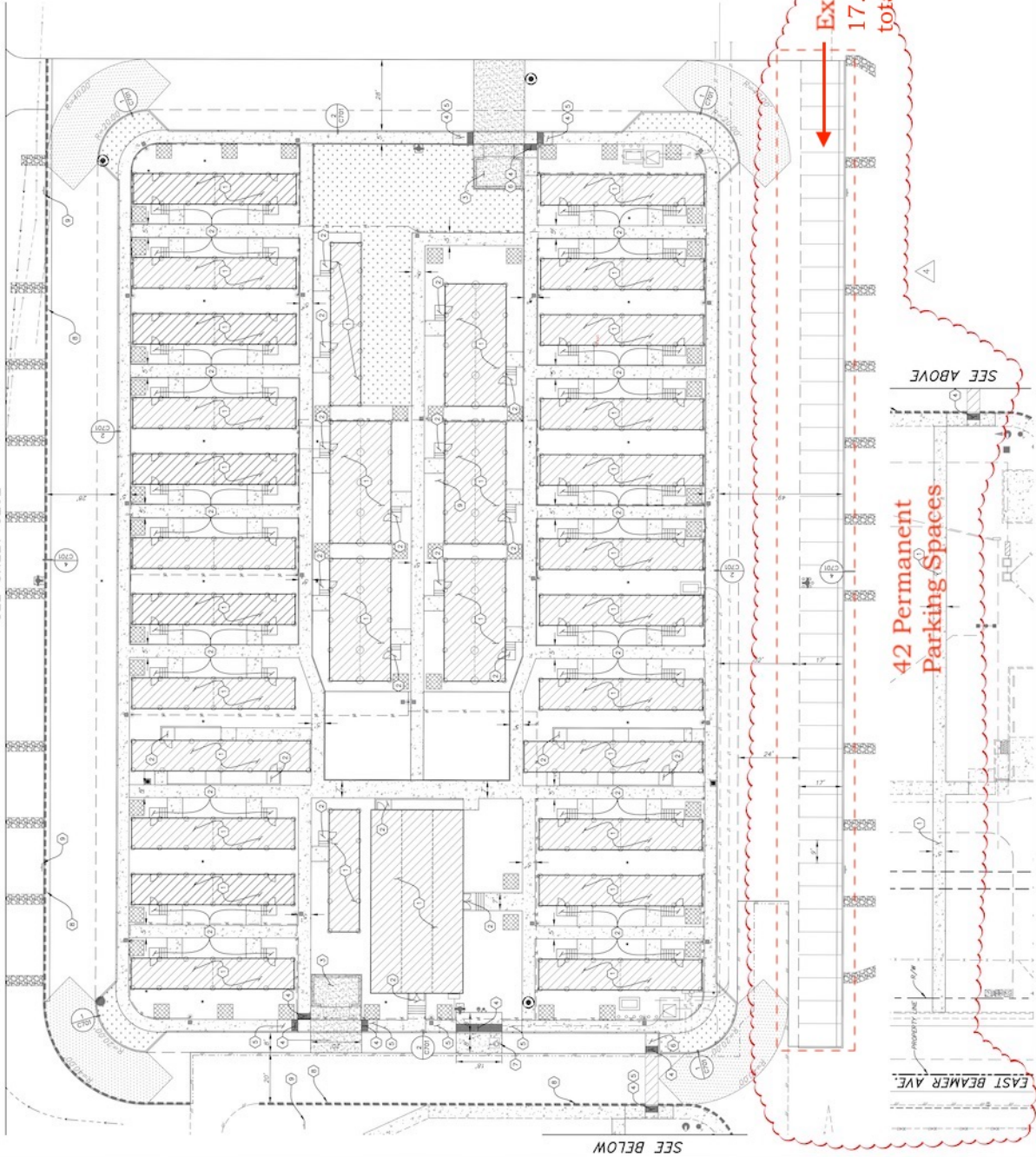


Exhibit B

SEE SHEET C202



GENERAL NOTES:

- SEE SHEET C202 FOR ACCESSIBLE PARKING STALL STRIPING AND SIGNAGE DETAILS.
- PAVING SHALL BE 4" WIDE WHITE STANDARD THOMPSON ASTC (TYPICAL).
- FIELD VERIFY FIRE LANE WITH FIRE MARSHALL PRIOR TO SIGNING AND STRIPING.

CONSTRUCTION NOTES:

- (TYPICAL) MATCHING DENOTES MODULAR UNITS INSTALLED BY OTHERS.
- STAIRS AND RAMP BY OTHERS, TYPICAL.
- INSTALL COVERED TRASH ENCLOSURE. SEE DETAILS ON SHEET A.
- INSTALL INVERTED DOME PER CALTRANS INVERTED STANDARD PLAN 1884 (FOR CASE C CURB RAMP).
- SEE CALTRANS STANDARD PLAN 1884 FOR CASE C CURB RAMP. INSTALLATION ON SHEET C202.
- SEE CALTRANS STANDARD PLAN 1884 FOR CASE F CURB RAMP. INSTALLATION ON SHEET C202.
- PARKING AND SIGNAGE DETAILS.
- CURBS ALONG FIRE LANE SHALL BE PAINTED RED, TYPICAL (=====).
- INSTALL "NO PARKING FIRE LANE" SIGN.

LM LAUGENOUR AND MEIKLE
CIVIL ENGINEERS
1000 10TH AVENUE, SUITE 100
DENVER, CO 80202
P: 303.733.1100 F: 303.733.1101



PROJECT ENGINEER'S SIGNATURE
BRENT MEYER
DATE: 12/11/20 P.E. 41804

JOB# 449-146-3

PUBLIC IMPROVEMENTS
FOR

EAST BEAMER STREET
SHELTER PROJECT
PHASE 2

CIVIL SITE PLAN

BENCH MARK:
ELEVATION: 39.32 DATUM: NAVD 88
DESCRIPTION: TOP 3" BRASS DISK IN MONUMENT
AT INTERSECTION OF 3RD ST. & 10TH AVE. S. S&S
100' CENTERLINE "STATION" 1+18"
(PER C.O.M. GEODETIC CONTROL SURVEY-2002)

CITY OF WOODLAND
APPROVED BY:
BRENT MEYER - CITY ENGINEER
DATE: 12/11/20

SCALE: HORIZ. 1"=20' VERT. N/A
DATE: 12/11/20

DESIGNED BY: B. BIONDO

DRAWN BY: A. BAILEY

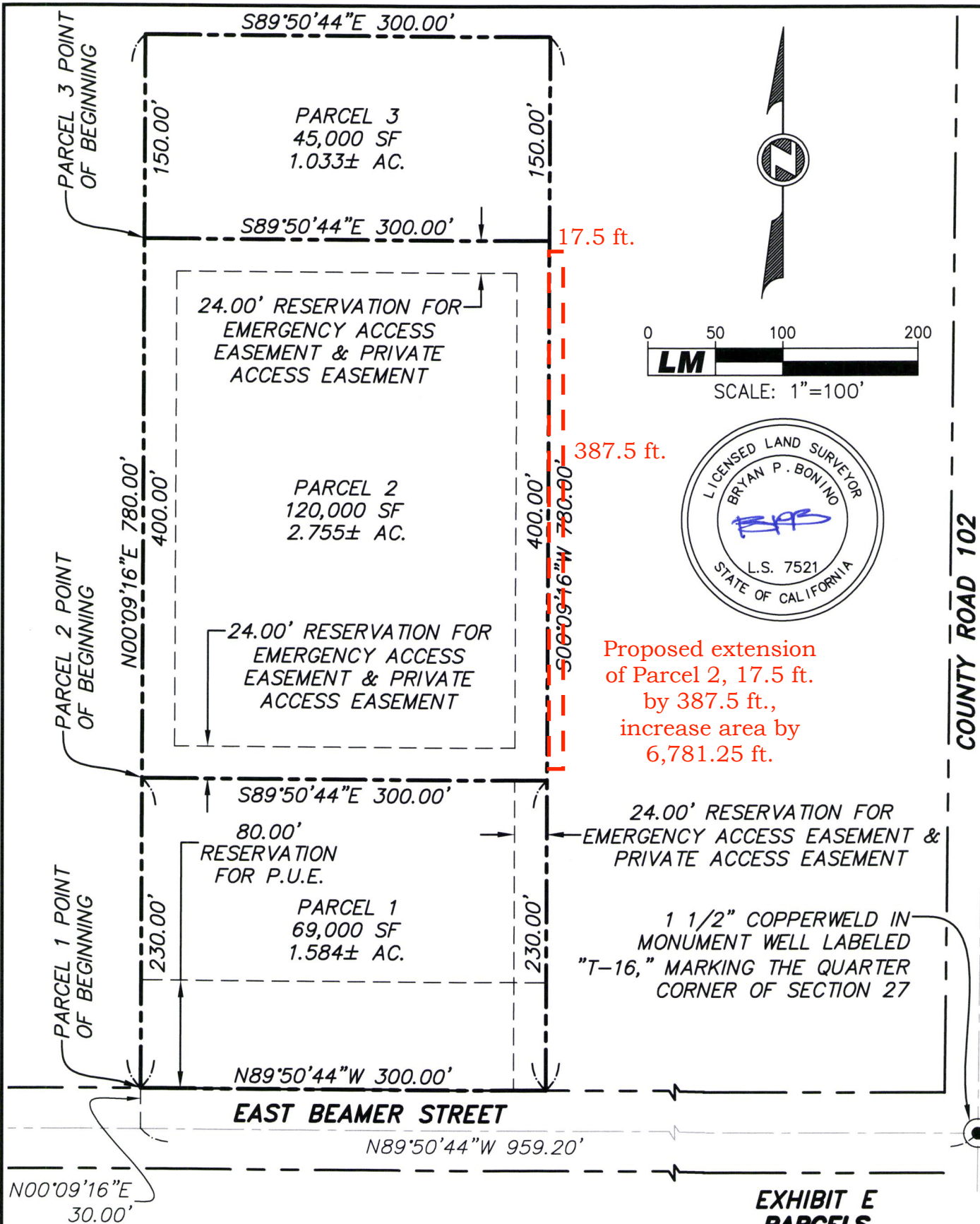
REVIEWED BY: B. BIONDO

FILE: 449-146-3_C201

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITS	07/20
2	ADDENDUM 4	07/20
3	REVISIONS FOR OWNER CHANGES	05/07
4	CLIENT REVISIONS	10/12

C201

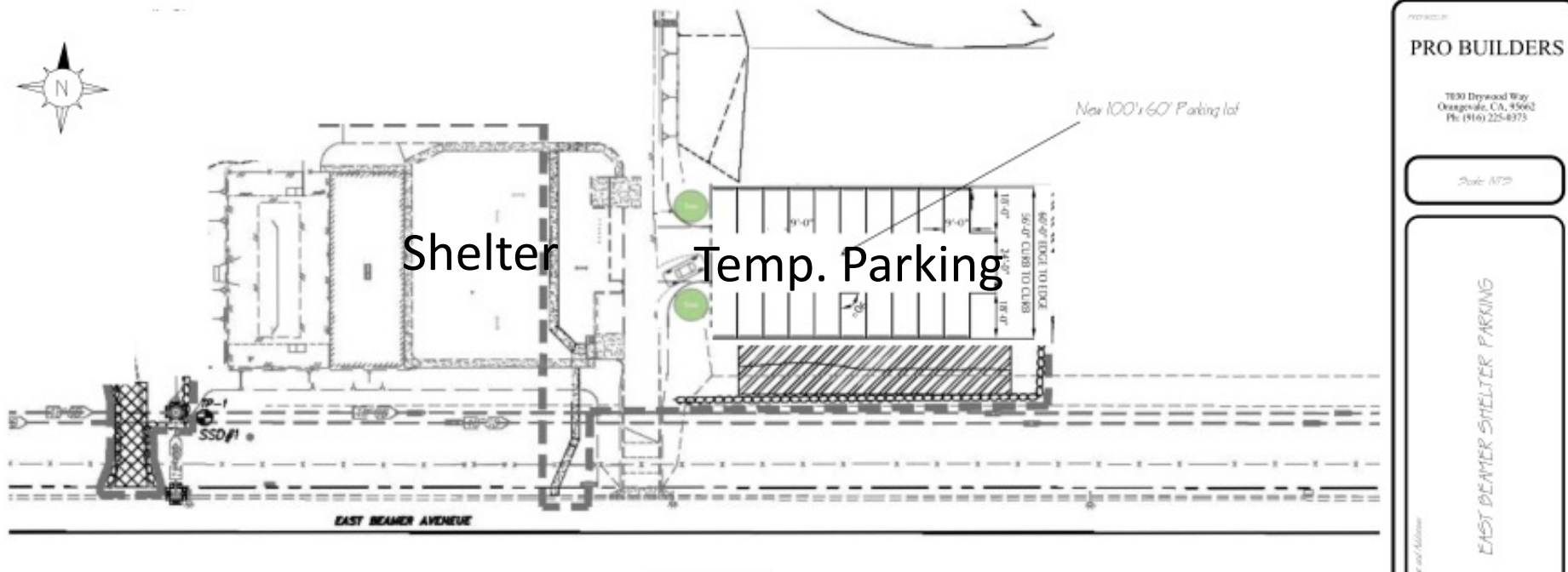
SHEET 5 OF 22



LM LAUGENOUR AND MEIKLE
CIVIL ENGINEERING · LAND SURVEYING · PLANNING
608 COURT STREET, WOODLAND, CALIFORNIA 95695 · PHONE: (530) 662-1755
P.O. BOX 828, WOODLAND, CALIFORNIA 95776 · FAX: (530) 662-4602

**EXHIBIT E
PARCELS**
FOR
CITY OF WOODLAND
LOCATED IN A PORTION OF SECTION 27,
TOWNSHIP 10 NORTH, RANGE 2 EAST,
MOUNT DIABLO MERIDIAN, CITY OF
WOODLAND, YOLO COUNTY, CALIFORNIA
SHEET 1 OF 1 AUGUST 27, 2020

X:\Land Projects\449-146-4\dwg\449-146-4_EXH_LLA



Temporary, 20
Space, Unpaved
Parking Lot on City
Property at 1901 E.
Beamer

