



City of Woodland
Meeting Agenda
City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

September 6, 2022
6:00 PM

CITY COUNCIL

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 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. The option to submit a public comment via voicemail is no longer available. Written Public Comments Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to CouncilMeetings@cityofwoodland.org. Written Comments received at least two (2) hours prior to the scheduled start time of the City Council meeting will be provided to the City Council and posted to the City website as part of the official record of the meeting but will not be read into the record. Written Comments received within two (2) hours of the scheduled start time of the City Council meeting and during the City Council meeting will be provided to the City Council the day following the City Council meeting. If you are submitting written comments on a particular item on the agenda, please identify the agenda item number and letter. If you are submitting written comments on an item not listed on the agenda, please identify your e-mail/comment as a General Public Comment. Note: Public comments at special meetings are limited to items on the agenda only.

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: Proclamation in Support of Prostate Cancer Awareness Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation supporting the American Cancer Society Prostate Cancer

Awareness Month, September 2021, and encouraging all male citizens to actively play a part in their health by seeking early detection methods.

3. SUBJECT: City Council Meeting Minutes of August 16, 2022

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of August 16, 2022.

4. SUBJECT: Sustainability Advisory Committee Meeting Minutes for June 2022

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive minutes for the June 15, 2022 meetings of the Sustainability Advisory Committee.

5. SUBJECT: Appointment to Manufactured Home Fair Practices Commission

RECOMMENDATION FOR ACTION: Staff recommends that the City Council appoint Stacie Lewis to the Manufactured Home Fair Practices Commission.

6. SUBJECT: Direct City Clerk to review the City's Conflict of Interest Code

RECOMMENDATION FOR ACTION: Staff recommends that the City Council direct the City Clerk to review the City's Conflict of Interest Code and report to Council should changes be necessary to the adopted Code.

7. SUBJECT: Approval of Plans and Specifications, and Authorization of Bid Advertisement for the Groundwater Wells Demolition Project, CIP 21-05

RECOMMENDATION FOR ACTION: Staff recommends that City Council adopt Resolution No. _____, approving the Project plans and specifications, and authorizing bid advertisement for the Groundwater Wells Demolition Project, CIP 21-05.

8. SUBJECT: Main Street Feasibility Study, CIP 22-13; Approve an Amendment to the Consultant Contract

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

- 1) Adopt Resolution No. _____, to reallocate \$55,000 from project CIP 04-07 (Fund 582) to the project; and
- 2) Approve a consultant services amendment with Fehr & Peers, in the amount of \$28,540, for a total agreement amount of \$128,480 ; authorizing a contract contingency up to 10% (\$12,848); and authorize the City Manager to execute the amendment for the Main Street Feasibility Study, CIP 22-13.

9. SUBJECT: Amendment of Advance Peace Contract for Expanded Services

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute an amendment to the existing three-year contract with Advance Peace for expanded services.

10. SUBJECT: Police Mid-Management Unit Side Letter of Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council

approve the Side Letter of Agreement with the Woodland Police Mid-Management Unit.

11. SUBJECT: Child Care Connections Network

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to negotiate and enter into an Agreement with Yolo County Office of Education to provide City funding to develop a Child Care Connections Network and to amend the Fiscal Year 2022/23 budget to appropriate \$115,000 to the General Fund (Fund 101).

12. SUBJECT: Fiscal Year 2022/23 Authorized Full Time Position Adjustments

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, Approving Changes to the Authorized Full Time Equivalent Positions for Fiscal Year 2022/23, approve changes to several job descriptions and approve the updated salary schedule as of September 2022.

G. REPORTS OF THE CITY MANAGER

13. SUBJECT: Active Transportation Plan, CIP 22-17; Approve Consultant Services Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to approve a consultant services agreement with Fehr & Peers, in the amount of \$149,945.31 for the Active Transportation Plan, CIP 22-17 and authorize the City Manager to execute the agreement and amendments as necessary up to 10% (\$14,995) of the agreement amount.

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, September 6, 2022 was posted on Friday, September 2, 2022 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.



Jennifer Robinson
Deputy 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: September 6, 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

UPDATED COUNCIL LONG RANGE CALENDAR

September 20TH

REGULAR MEETING

Hispanic Heritage Proclamation
Carry-Over of FY21/22 Unencumbered Appropriations
Fuel Agreement
Approve Federal Cost Sharing Agreement and appropriate funding for LCCFRR Project, CIP #22-16
Woodland Storage Operating Agreement Modification
PW Quarterly Report
Organics Waste Agreement with Yolo County Landfill
Tax Exchange Agreements with Yolo County – Pending Annexations
1st Reading – HPC/PC Ordinance Amendments

October 4TH

REGULAR MEETING

2nd Reading – HPC Ordinance Amendment
Annexations – Westucky, Barnard Court, & North East Street Industrial

October 18TH

REGULAR MEETING

Apparatus Lease - Fire
Animal Services Contract

November 1ST

REGULAR MEETING

Woodland Research Technology Park – Final EIR & Specific Plan
1st Reading - Tree Ordinance Amendments
Youth Master Plan Presentation

November 15TH

REGULAR MEETING

2nd Reading - Tree Ordinance Amendments

Future Topics / Study Sessions:

Comprehensive Zoning Update (December 2022)
Homeless Action Plan (December 2022)
Waste Management Residential Smart Truck (TBD)
Rule 20A Undergrounding District (TBD)



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.2
SUBJECT: Proclamation in Support of Prostate Cancer Awareness Month

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation supporting the American Cancer Society Prostate Cancer Awareness Month, September 2022, and encouraging all male citizens to actively play a part in their health by seeking early detection methods.

Staff Contact:

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

Background:

As has been customary for the last several years, Council has been asked to proclaim their support for September 2022 as the American Cancer Society "Prostate Cancer Awareness Month". Council has shown their support in the past by proclaiming the month of September as the specific month to raise the awareness of this disease affecting men primarily over the age of 40.

Yolo County has a support group for men diagnosed with prostate cancer. The website is: www.yoloprostate.net. This group has been helpful to over 200 men diagnosed with prostate cancer.

Discussion:

The American Cancer Society has actively supported many efforts to eradicate and eliminate the various forms of cancer in our society. The cancer survival rate has steadily increased due to earlier detection and methods. Encouraging citizens to take an active part in their health by providing methods and information to raise the awareness of the need for early detection has been a large part of that survival rate. Some little known facts are attached regarding the disease and statistics regarding this and other forms of cancer.

Prepared By: Ana B. Gonzalez, City Clerk

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

Ken Hiatt
City Manager

Attachments:

1. Prostate Proclamation - Sep 2022
2. Supplement

**CITY OF WOODLAND
PROCLAMATION
PROSTATE CANCER AWARENESS MONTH – SEPTEMBER 2022**

WHEREAS, prostate cancer is the most frequently diagnosed cancer in men and the second leading cause of cancer deaths in men; and

WHEREAS, one in eight men have a lifetime probability of developing prostate cancer. One in eight women also have a lifetime probability of developing breast cancer; and

WHEREAS, the American Cancer Society estimates there will be 268,490 new cases of prostate cancer in the USA in 2022, resulting in an estimated 34,500 deaths; and

WHEREAS, it is estimated 26,890 men in California will be diagnosed with prostate cancer this year and it is estimated 4,130 California men will die from this disease this year; and

WHEREAS, the incidence of prostate cancer is almost 73% higher in non-Hispanic Black men than in non-Hispanic White men for reasons that remain unclear; and

WHEREAS, Prostate cancer death rates declined in the mid 1990s to mid-2021s due to earlier detection through PSA testing and advances in treatment; and

WHEREAS, the 5-year survival rate approaches 100% when prostate cancer is diagnosed and treated early, but drops to 31% when it spreads to the other parts of the body; and

WHEREAS, risk factors for prostate cancer are increasing age, African ancestry, a family history of the disease, and certain inherited genetic conditions; and

WHEREAS, the American Cancer Society recommends that men have a conversation with their health care provider and make an informed decision about whether to be tested for prostate cancer; and

WHEREAS, the Woodland City Council joins communities across our nation to increase the awareness about the importance for men to make an informed decision with their health care provider about early detection and testing for prostate cancer, and now, therefore be it

NOW, THEREFORE, BE IT RESOLVED, that the Woodland City Council proclaims September 2022 as Prostate Cancer Awareness Month.

Dated: September 6, 2022

Mayra Vega, Mayor Pro Tempore

Vicky Fernandez, Council Member

Tania Garcia-Cadena, Council Member

Rich Lansburgh, Council Member

Proposed Proclamation
for
Prostate Cancer Awareness Month
September 2022



Proposed Proclamation Supplement
Prostate Cancer Awareness Month – September 2022

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7.	Reference: ACS Cancer Facts & Figures 2022 – page 21
8.	Reference: ACS Cancer Facts & Figures 2022 – page 5
9.	Reference: ACS Cancer Facts & Figures 2022 – page 6

The American Cancer Society Document Cancer Facts & Figures 2022 is the source document for all of the information in this Proposed Proclamation. It can be found on the ACS website: www.cancer.org. In the Search box, type Cancer Facts & Figures 2022. The entire 80-page document is available in a PDF format.

Prepared by

Bill Doss
Director
California Prostate Cancer Coalition
4909 Moonshadow Court
Rocklin, CA 95677
916-772-2222
wdoss@surewest.net
www.prostatecalif.org

Proposed Proclamation Supplement

Prostate Cancer Awareness Month – September 2022

Discussion

The purpose of this Supplement is to assist government agencies issue a Proclamation designating September 2022 as Prostate Cancer Awareness Month. In this Supplement, the word “Resolution” may be substituted for the word “Proclamation” as required by the issuing government body. The proposed Proclamation on page 3 is in keeping with the national historical practice of recognizing September as Prostate Cancer Awareness Month.

The proposed Proclamation on the next page was prepared using statements from the American Cancer Society document “Cancer Facts & Figures – 2022”. There is a page number in parenthesis after each WHEREAS. This page number refers to the location in this Supplement for the source of the WHEREAS. Information on each reference page has been underlined to assist the reader identify the source for each WHEREAS.

There are more than 3.1 million men alive in the USA with a history of prostate cancer. The American Cancer Society estimates that 1 in 8 men will develop prostate cancer in their lifetime. Prostate cancer is the most diagnosed cancer in men and is the second leading cause of cancer deaths in men after lung cancer. Every 15 minutes, 24/7, an American man dies from prostate cancer.

More men are diagnosed with prostate cancer in California than any other state. California also has the highest number of deaths from this disease. It is estimated that this year in the state, 26,890 men will be diagnosed and 4,130 men will die from this disease.

The early stages of prostate cancer usually show no symptoms and there are no self-tests for this disease. Early detection is the key to prostate cancer survival. The 5-year survival rate for prostate cancer approaches 100% if the disease is treated early. The 5-year survival rate drops to 31% if the cancer has metastasized. Treatment options for prostate cancer vary depending on a man’s age, the cancer stage and grade, as well as the patient’s other medical conditions. The patient’s personal values and preferences are also a consideration.

Each year, the President of the United States, The United States Senate, and the Governors of many States issue Proclamations declaring September as Prostate Cancer Awareness Month. Many counties and cities across the country also recognize Prostate Cancer Awareness Month in September by issuing their own Proclamations.

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Proposed Proclamation

Prostate Cancer Awareness Month – September 2022

This is a Proclamation to designate September 2022 as Prostate Cancer Awareness Month

1 WHEREAS, prostate cancer is the most frequently diagnosed cancer in men and the second leading cause of cancer deaths in men; and (page 4)

2 WHEREAS, one in eight men have a lifetime probability of developing prostate cancer. One in eight women also have a lifetime probability of developing breast cancer; and (page 5)

3 WHEREAS, the American Cancer Society estimates there will be 268,490 new cases of prostate cancer in the USA in 2022, resulting in an estimated 34,500 deaths; and (page 4)

4 WHEREAS, it is estimated 26,890 men in California will be diagnosed with prostate cancer this year and it is estimated 4,130 California men will die from this disease this year; and (page 8,9)

5 WHEREAS, the incidence of prostate cancer is almost 73% higher in non-Hispanic Black men than in non-Hispanic White men for reasons that remain unclear; and (page 6)

6 WHEREAS, Prostate cancer death rates declined in the mid 1990s to mid-2021s due to earlier detection through PSA testing and advances in treatment; and (page 6)

7 WHEREAS, the 5-year survival rate approaches 100% when prostate cancer is diagnosed and treated early, but drops to 31% when it spreads to the other parts of the body; and (page 7)

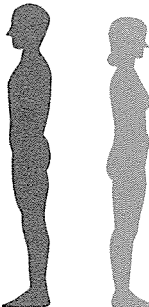
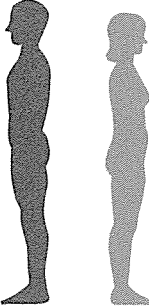
8 WHEREAS, risk factors for prostate cancer are increasing age, African ancestry, a family history of the disease, and certain inherited genetic conditions; and (page 6)

9 WHEREAS, the American Cancer Society recommends that men have a conversation with their health care provider and make an informed decision about whether to be tested for prostate cancer; and (page 6)

10 WHEREAS, the (name of issuing governing body) joins communities across our nation to increase the awareness about the importance for men to make an informed decision with their health care provider about early detection and testing for prostate cancer, and now, therefore be it

11 RESOLVED, that the (name of issuing government body) designate September 2022 as Prostate Cancer Awareness Month.

Figure 3. Leading Sites of New Cancer Cases and Deaths – 2022 Estimates

	Male				Female		
Estimated New Cases	Prostate	268,490	27%		Breast	287,850	31%
	Lung & bronchus	117,910	12%		Lung & bronchus	118,830	13%
	Colon & rectum	80,690	8%		Colon & rectum	70,340	8%
	Urinary bladder	61,700	6%		Uterine corpus	65,950	7%
	Melanoma of the skin	57,180	6%		Melanoma of the skin	42,600	5%
	Kidney & renal pelvis	50,290	5%		Non-Hodgkin lymphoma	36,350	4%
	Non-Hodgkin lymphoma	44,120	4%		Thyroid	31,940	3%
	Oral cavity & pharynx	38,700	4%		Pancreas	29,240	3%
	Leukemia	35,810	4%		Kidney & renal pelvis	28,710	3%
	Pancreas	32,970	3%		Leukemia	24,840	3%
	All sites	983,160			All sites	934,870	
Estimated Deaths							
	Lung & bronchus	68,820	21%		Lung & bronchus	61,360	21%
	Prostate	34,500	11%		Breast	43,250	15%
	Colon & rectum	28,400	9%		Colon & rectum	24,180	8%
	Pancreas	25,970	8%		Pancreas	23,860	8%
	Liver & intrahepatic bile duct	20,420	6%		Ovary	12,810	4%
	Leukemia	14,020	4%		Uterine corpus	12,550	4%
	Esophagus	13,250	4%		Liver & intrahepatic bile duct	10,100	4%
	Urinary bladder	12,120	4%		Leukemia	9,980	3%
	Non-Hodgkin lymphoma	11,700	4%		Non-Hodgkin lymphoma	8,550	3%
	Brain & other nervous system	10,710	3%		Brain & other nervous system	7,570	3%
	All sites	322,090			All sites	287,270	

Estimates are rounded to the nearest 10, and cases exclude basal cell and squamous cell skin cancers and in situ carcinoma except urinary bladder. Estimates do not include Puerto Rico or other US territories. Ranking is based on modeled projections and may differ from the most recent observed data.

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while the proportion of people with public health insurance (e.g., Medicaid) increased. Uninsured individuals and those from other marginalized populations are substantially more likely to be diagnosed with cancer at a later stage, when treatment is often more involved, costlier, and less successful. To learn more about how the ACA helps save lives from cancer, see the Advocacy section on page 68.

Importantly, medical financial hardship and lost income due to cancer diagnosis, treatment, and recovery are not limited to those without health insurance. Many insured cancer patients, especially those who are younger and/or low-income, report difficulty paying medical bills, anxiety about the cost of treatment, and delayed or forgone medical care due to cost.

Selected Cancers

This section provides information on the occurrence, risk factors, symptoms, early detection, and treatment for the most commonly diagnosed cancers, and may have limited relevance for specific cancer subtypes. (For information on rare cancers, see the Special Section in *Cancer Facts & Figures 2017* at cancer.org/statistics.) Cancer trends are generally based on incidence data from 2000 through 2018 from the National Cancer Institute's Surveillance, Epidemiology, and End Results (SEER)

Program, and mortality data from 1975 through 2019 from the National Center for Health Statistics. See Sources of Statistics on page 74 for more information.

Breast

New cases and deaths: In the US in 2022, invasive breast cancer will be newly diagnosed in an estimated 287,850 women and 2,710 men, with an additional 51,400 cases of

Table 6. Probability (%) of Developing Invasive Cancer During Selected Age Intervals by Sex, US, 2016-2018*

Site	Sex	0 to 49	50 to 59	60 to 69	70 and older	Birth to death
All sites†	Male	3.4 (1 in 29)	6.2 (1 in 16)	13.6 (1 in 7)	32.9 (1 in 3)	40.2 (1 in 2)
	Female	5.8 (1 in 17)	6.3 (1 in 16)	10.2 (1 in 10)	26.5 (1 in 4)	38.5 (1 in 3)
Breast	Female	2.1 (1 in 48)	2.4 (1 in 41)	3.5 (1 in 28)	7.0 (1 in 14)	12.9 (1 in 8)
Colon & rectum	Male	0.4 (1 in 249)	0.7 (1 in 143)	1.1 (1 in 94)	3.1 (1 in 32)	4.2 (1 in 24)
	Female	0.4 (1 in 265)	0.5 (1 in 192)	0.8 (1 in 130)	2.9 (1 in 35)	4.0 (1 in 25)
Kidney & renal pelvis	Male	0.2 (1 in 413)	0.4 (1 in 259)	0.7 (1 in 151)	1.4 (1 in 73)	2.2 (1 in 46)
	Female	0.2 (1 in 645)	0.2 (1 in 532)	0.3 (1 in 311)	0.8 (1 in 133)	1.3 (1 in 79)
Leukemia	Male	0.3 (1 in 386)	0.2 (1 in 531)	0.4 (1 in 254)	1.5 (1 in 68)	1.9 (1 in 54)
	Female	0.2 (1 in 498)	0.1 (1 in 823)	0.2 (1 in 421)	0.9 (1 in 110)	1.3 (1 in 77)
Lung & bronchus	Male	0.1 (1 in 812)	0.6 (1 in 169)	1.7 (1 in 59)	5.7 (1 in 17)	6.4 (1 in 16)
	Female	0.1 (1 in 690)	0.6 (1 in 175)	1.4 (1 in 71)	4.8 (1 in 21)	6.0 (1 in 17)
Melanoma of the skin‡	Male	0.4 (1 in 233)	0.5 (1 in 198)	0.9 (1 in 109)	2.7 (1 in 37)	3.7 (1 in 27)
	Female	0.6 (1 in 157)	0.4 (1 in 241)	0.5 (1 in 184)	1.2 (1 in 84)	2.5 (1 in 40)
Non-Hodgkin lymphoma	Male	0.3 (1 in 377)	0.3 (1 in 343)	0.6 (1 in 178)	1.8 (1 in 54)	2.4 (1 in 42)
	Female	0.2 (1 in 515)	0.2 (1 in 453)	0.4 (1 in 245)	1.4 (1 in 73)	1.9 (1 in 52)
Prostate	Male	0.2 (1 in 456)	1.8 (1 in 54)	5.1 (1 in 19)	9.0 (1 in 11)	12.5 (1 in 8)
Thyroid	Male	0.2 (1 in 453)	0.1 (1 in 732)	0.2 (1 in 581)	0.2 (1 in 423)	0.7 (1 in 149)
	Female	0.9 (1 in 117)	0.4 (1 in 271)	0.3 (1 in 294)	0.4 (1 in 264)	1.8 (1 in 55)
Uterine cervix	Female	0.3 (1 in 359)	0.1 (1 in 839)	0.1 (1 in 944)	0.2 (1 in 594)	0.6 (1 in 159)
Uterine corpus	Female	0.3 (1 in 320)	0.6 (1 in 157)	1.1 (1 in 94)	1.5 (1 in 66)	3.1 (1 in 32)

*For those who are free of cancer at the beginning of each age interval. †All sites excludes basal and squamous cell skin cancers and in situ cancers except urinary bladder. ‡Statistic is for non-Hispanic Whites.

Source: DevCan: Probability of Developing or Dying of Cancer Software, Version 6.7.9. Statistical Research and Applications Branch, National Cancer Institute, 2021. surveillance.cancer.gov/devcan/.

Please note: The probability of developing cancer for additional sites, as well as the probability of cancer death, can be found in Supplemental Data at cancer.org/research/cancerfactsstatistics/index.

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Oncology Group (COG) has developed guidelines for screening for and managing late effects in survivors of childhood cancer. See the COG website at survivorshipguidelines.org for more information.

For more information on cancer in children and adolescents, see the *Cancer Facts & Figures 2014* Special Section: Cancer in Children & Adolescents and *Cancer Facts & Figures 2020* Special Section: Cancer in Adolescents & Young Adults at cancer.org/statistics, as well as the Childhood Cancer Research Landscape Report at cancer.org.

Colon and Rectum

New cases and deaths: In 2022, an estimated 106,180 cases of colon cancer and 44,850 cases of rectal cancer will be diagnosed in the US, and a total of 52,580 people will die from these cancers (Table 1). Unfortunately, accurate statistics on deaths from colon versus rectal cancers are not available because many deaths from rectal cancer are misclassified as colon cancer on death

certificates. The misclassification is largely attributed to historically widespread use of “colon cancer” to refer to colon and rectal cancer in educational messaging because of cultural reluctance to use the term rectum.

Incidence trends: Colorectal cancer (excluding appendiceal tumors) incidence has generally declined since the mid-1980s, with accelerated progress shortly after widespread uptake of screening during the 2000s among adults ages 50 and older. From 2014 to 2018, incidence rates decreased by about 2% per year in adults 50 and older, but increased by 1.5% per year in younger individuals, a trend that began in the mid-1990s for unknown reasons.

Mortality trends: The colorectal cancer death rate has dropped by 56%, from 29.2 (per 100,000) in 1970 to 12.8 in 2019, mostly due to earlier detection through screening and improvements in treatment; from 2015 to 2019, the death rate declined by about 2% per year. Similar to incidence, however, this progress contrasts with rising

Risk factors: People who smoke have about twice the risk of pancreatic cancer as never smokers. Use of smokeless tobacco also increases risk. Other risk factors include type 2 diabetes, excess body weight, a family history of pancreatic cancer, and a personal history of chronic pancreatitis. Heavy alcohol consumption may also increase risk. Individuals with Lynch syndrome and certain other genetic syndromes, including *BRCA1* and *BRCA2* mutation carriers, are also at increased risk.

Signs and symptoms: Signs and symptoms of pancreatic cancer, which usually do not appear until the disease is advanced, can include weight loss, abdominal discomfort that may radiate to the back, jaundice (yellowing of the skin and whites of the eyes), severe abdominal pain, nausea, and vomiting.

Treatment: Surgery, radiation therapy, and chemotherapy are treatment options that may extend survival and/or relieve symptoms, but seldom produce a cure. Fewer than 20% of patients are candidates for surgery because the cancer has usually spread beyond the pancreas at diagnosis. For those who do undergo surgery, adjuvant treatment with chemotherapy (and sometimes radiation) may lower the risk of recurrence and might help people live longer. For advanced disease, chemotherapy (sometimes along with a targeted therapy drug) or immunotherapy might be used. Clinical trials are testing several new targeted agents and immunotherapies.

Survival: For all stages combined, the 5-year relative survival rate is 11%. Even for the small percentage (13%) of people diagnosed with local disease, the 5-year survival rate is only 42%.

Prostate

New cases and deaths: In 2022, an estimated 268,490 new cases of prostate cancer will be diagnosed in the US and 34,500 men will die from the disease (Table 1). The incidence of prostate cancer is 73% higher in non-Hispanic Black men than in non-Hispanic White men for reasons that remain unclear.

Incidence trends: Changes in prostate cancer incidence rates largely reflect screening with the prostate-specific antigen (PSA) blood test, which mostly detects localized-stage disease. After declining during the late 2000s and early 2010s because of changes in screening guidelines followed by less PSA testing, rates from 2014 to 2018 were stable overall and for localized-stage disease, but increased by 4% to 6% annually for advanced-stage cancers.

Mortality trends: Prostate cancer death rates declined by about half from the mid-1990s to the mid-2010s due to earlier detection through PSA testing and advances in treatment. However, the decline has slowed in recent years, likely reflecting the uptick in distant-stage diagnoses; from 2015 to 2019, the rate decreased by 0.6% per year.

Risk factors: Well-established risk factors for prostate cancer are increasing age, African ancestry, a family history of the disease, and certain inherited genetic conditions (e.g., Lynch syndrome and *BRCA1* and *BRCA2* mutations). Black men in the US and Caribbean have the highest documented prostate cancer incidence rates in the world. The only modifiable risk factors are smoking and excess body weight, which may increase risk of aggressive and/or fatal disease.

Early detection: No major medical organization presently endorses routine screening for men at average risk because of concerns about the high rate of overdiagnosis (detecting disease that would never have caused symptoms or harm), along with the high potential for serious side effects associated with prostate cancer treatment. However, because prostate cancer is a leading cause of cancer death in men, many organizations recommend an “informed decision-making” approach whereby men are educated about screening and encouraged to make a personal choice. The American Cancer Society recommends that beginning at age 50, men who are at average risk of prostate cancer and have a life expectancy of at least 10 years have a conversation with their health care provider about the benefits and limitations of PSA testing and make an informed decision about whether to be tested. Black men and those with a close relative diagnosed with prostate cancer before the age of 65 should have this discussion beginning at age 45,

Table 8. Five-year Relative Survival Rates* (%) by Stage at Diagnosis, US, 2011-2017

	All stages	Local	Regional	Distant		All stages	Local	Regional	Distant
Breast (female)	90	99	86	29	Oral cavity & pharynx	67	85	68	40
Colon & rectum	65	91	72	15	Ovary	49	93	75	30
Colon	64	91	72	14	Pancreas	11	42	14	3
Rectum	67	90	73	17	Prostate	98	>99	>99	31
Esophagus	20	46	26	5	Stomach	32	70	32	6
Kidney†	76	93	71	14	Testis	95	99	96	73
Larynx	61	78	46	34	Thyroid	98	>99	98	53
Liver‡	20	35	12	3	Urinary bladder§	77	70	38	6
Lung & bronchus	22	60	33	6	Uterine cervix	66	92	58	18
Melanoma of the skin	93	99	68	30	Uterine corpus	81	95	69	18

*Rates are adjusted for normal life expectancy and are based on cases diagnosed in the SEER 18 areas from 2011-2017, all followed through 2018. Rates by stage reflect Combined Summary Stage 2004+ except for testicular cancer, which is based on Combined Summary Stage 2000 (2004-2017). †Includes renal pelvis. ‡Includes intrahepatic bile duct. §Rate for in situ cases is 96%.

Local: an invasive malignant cancer confined entirely to the organ of origin. **Regional:** a malignant cancer that 1) has extended beyond the limits of the organ of origin directly into surrounding organs or tissues; 2) involves regional lymph nodes; or 3) has both regional extension and involvement of regional lymph nodes. **Distant:** a malignant cancer that has spread to parts of the body remote from the primary tumor either by direct extension or by discontinuous metastasis to distant organs, tissues, or via the lymphatic system to distant lymph nodes.

Sources: SEER*Explorer, National Cancer Institute, 2021. Available from <https://seer.cancer.gov/explorer/>. Testicular cancer survival by stage was calculated using SEER*Stat software (version 8.3.9), National Cancer Institute, 2021.

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blood. Difficulty chewing, swallowing, or moving the tongue or jaw are often late symptoms.

Treatment: Surgery and/or radiation therapy are standard treatments; chemotherapy is often added for high-risk or advanced disease. Chemotherapy or targeted therapy may be combined with radiation as initial treatment in some cases. Immunotherapy with or without chemotherapy is a newer option for advanced or recurrent cancer.

Survival: The 5-year relative survival rate for cancers of the oral cavity and pharynx overall is 67% (Table 8) but is much lower in Black people (51%) than in White people (69%) (Table 7). This partly reflects the higher proportion in Whites of HPV-associated cancer, which generally has better outcomes.

Ovary

New cases and deaths: In 2022, an estimated 19,880 new cases of ovarian cancer will be diagnosed in the US and 12,810 women will die from the disease (Table 1). About 90% of cases are epithelial ovarian cancer, the majority of which are high-grade serous tumors, which have the fewest established risk factors and worst prognosis.

Incidence trends: The ovarian cancer incidence rate declined by 1% to 2% per year from 1990 to the mid-2010s but accelerated to about 3% per year from 2014 to 2018. Although reasons for the favorable trends are not fully understood, increased oral contraceptive use in the latter half of the past century and decreased menopausal hormone therapy use during the 2000s likely contributed.

Mortality trends: Similar to incidence, the pace of the decline in ovarian cancer mortality has accelerated from 2% annually during the 2000s and early 2010s to 3% annually from 2015 to 2019, likely reflecting decreased incidence and improved treatment.

Risk factors: The most important risk factor other than age is a strong family history of breast or ovarian cancer. Women who have certain inherited mutations (e.g., *BRCA1* or *BRCA2* or those related to Lynch syndrome) are at increased risk. Other medical conditions and characteristics associated with increased risk include a personal history of breast cancer, endometriosis, or pelvic inflammatory disease, and tall adult height. Modifiable factors associated with increased risk include menopausal hormone therapy (estrogen alone or combined with progesterone), previously referred to as hormone replacement therapy or HRT, and excess body weight.

Table 2. Estimated Number* of New Cases for Selected Cancers by State, US, 2022

State	All sites	Female breast	Uterine cervix	Colon & rectum	Uterine corpus	Leukemia	Lung & bronchus	Melanoma of the skin	Non-Hodgkin lymphoma	Prostate	Urinary bladder
Alabama	30,210	4,280	240	2,510	800	780	4,280	1,480	1,000	4,650	1,140
Alaska	3,250	530	†	320	100	90	380	100	120	460	160
Arizona	39,970	6,110	290	3,150	1,320	1,090	4,610	3,110	1,680	4,940	1,900
Arkansas	18,610	2,440	160	1,530	570	520	2,820	900	690	2,510	710
California	189,220	31,720	1,640	15,970	7,110	5,630	17,450	10,260	8,500	26,890	7,620
Colorado	28,480	4,730	190	2,140	940	870	2,550	1,850	1,140	4,030	1,220
Connecticut	22,810	3,550	120	1,550	830	680	2,760	1,050	950	3,310	1,110
Delaware	7,080	1,010	†	500	250	230	910	470	280	940	310
Dist. of Columbia	3,440	620	†	250	160	90	370	70	120	580	110
Florida	152,600	20,920	1,230	11,490	4,860	6,630	19,560	9,650	7,980	20,680	6,890
Georgia	58,970	9,170	490	4,970	1,730	1,860	7,700	3,640	2,140	9,150	2,100
Hawaii	7,730	1,430	60	700	370	210	890	530	330	940	300
Idaho	10,440	1,490	70	750	320	330	1,100	940	440	1,480	500
Illinois	75,350	11,340	530	6,260	2,730	2,190	9,440	3,860	3,060	10,520	3,110
Indiana	39,460	5,600	290	3,290	1,340	1,160	5,920	2,250	1,520	5,020	1,720
Iowa	19,960	2,770	110	1,570	690	750	2,530	1,250	880	2,690	870
Kansas	16,580	2,410	100	1,510	540	530	2,190	920	680	2,550	680
Kentucky	30,370	3,950	200	2,600	930	850	4,990	1,680	1,110	3,840	1,280
Louisiana	28,680	3,970	230	2,440	730	800	3,800	1,010	1,070	4,170	1,020
Maine	10,060	1,420	†	700	370	300	1,640	520	420	1,180	580
Maryland	34,960	5,640	240	2,540	1,400	970	4,150	1,670	1,350	5,380	1,310
Massachusetts	42,190	6,710	210	2,940	1,530	1,120	5,600	1,900	1,780	5,670	2,030
Michigan	62,500	8,900	370	4,680	2,270	1,850	8,720	3,180	2,670	9,240	2,880
Minnesota	35,130	4,950	160	2,420	1,190	1,390	3,980	1,860	1,550	4,290	1,530
Mississippi	18,250	2,510	150	1,680	490	450	2,810	730	580	2,970	600
Missouri	37,480	5,560	250	2,970	1,290	1,160	5,690	1,690	1,480	4,830	1,550
Montana	7,030	1,000	†	510	200	240	820	510	300	1,100	340
Nebraska	11,280	1,600	70	960	360	380	1,330	630	460	1,680	480
Nevada	16,390	2,570	160	1,430	510	510	2,030	770	700	2,230	800
New Hampshire	9,430	1,360	†	670	370	260	1,270	610	410	1,280	550
New Jersey	55,730	8,410	420	4,260	2,280	1,730	5,980	2,300	2,420	8,580	2,560
New Mexico	11,030	1,700	90	890	410	350	940	670	450	1,430	400
New York	118,830	17,800	870	8,950	4,730	4,010	14,050	3,960	5,240	17,960	5,450
North Carolina	65,320	10,220	440	4,760	2,130	2,120	8,760	3,760	2,450	9,550	2,670
North Dakota	4,300	590	†	340	120	170	510	230	180	600	200
Ohio	73,700	10,610	480	5,870	2,760	1,910	10,430	4,110	2,870	9,530	3,260
Oklahoma	23,700	3,280	210	1,900	660	710	3,390	1,180	870	2,900	870
Oregon	25,130	4,070	160	1,850	860	680	2,990	1,640	1,090	3,250	1,200
Pennsylvania	85,110	12,220	500	6,610	3,270	2,600	11,170	3,540	3,740	11,740	4,130
Rhode Island	7,030	1,020	†	490	260	240	980	320	300	1,030	360
South Carolina	33,440	5,170	240	2,570	1,080	1,030	4,560	1,970	1,260	5,110	1,310
South Dakota	5,370	750	†	430	160	180	660	320	220	810	230
Tennessee	42,200	6,040	330	3,420	1,280	1,230	6,200	1,940	1,630	5,800	1,690
Texas	139,320	21,040	1,500	11,780	4,140	4,750	14,790	5,020	5,590	17,850	4,470
Utah	13,190	1,960	80	900	480	420	780	1,610	550	2,130	480
Vermont	4,260	630	†	300	170	130	590	290	190	490	220
Virginia	46,670	7,600	310	3,610	1,590	1,320	5,900	2,240	1,880	7,150	1,830
Washington	42,620	7,020	280	3,120	1,310	1,320	4,880	2,510	1,890	5,670	1,930
West Virginia	12,690	1,630	80	1,080	490	400	2,050	660	520	1,550	640
Wisconsin	37,320	5,380	200	2,680	1,380	1,320	4,500	2,170	1,590	5,590	1,730
Wyoming	3,140	460	†	240	100	90	330	250	130	590	160
United States	1,918,030	287,850	14,100	151,030	65,950	60,650	236,740	99,780	80,470	268,490	81,180

*Rounded to the nearest 10. Excludes basal and squamous cell skin cancers and in situ carcinomas except urinary bladder. Estimates for Puerto Rico are unavailable.

†Estimate is fewer than 50 cases. These estimates are offered as a rough guide and should be interpreted with caution. State estimates may not sum to US total due to rounding and exclusion of state estimates fewer than 50 cases.

Please note: Estimated cases for additional cancer sites by state can be found in Supplemental Data at cancer.org/statistics or via the Cancer Statistics Center (cancerstatisticscenter.cancer.org).

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Table 3. Estimated Number* of Deaths for Selected Cancers by State, US, 2022

State	All sites	Brain/ nervous system	Female breast	Colon & rectum	Leukemia	Liver†	Lung & bronchus	Non- Hodgkin lymphoma	Ovary	Pancreas	Prostate
Alabama	10,520	320	730	910	340	510	2,650	270	210	830	480
Alaska	1,030	†	70	110	†	70	220	†	†	80	60
Arizona	13,200	410	910	1,210	540	710	2,280	410	310	1,120	820
Arkansas	6,460	190	390	560	210	310	1,770	190	120	450	430
California	60,970	2,070	4,690	5,470	2,340	3,680	9,660	2,150	1,390	5,080	4,130
Colorado	8,170	310	670	710	320	440	1,330	260	200	680	580
Connecticut	6,400	210	420	470	320	330	1,360	220	150	580	420
Delaware	2,200	50	160	160	100	120	530	80	50	190	100
Dist. of Columbia	1,010	†	100	90	†	80	150	†	†	100	70
Florida	47,540	1,360	3,150	4,110	1,980	2,330	10,440	1,560	1,010	3,820	2,720
Georgia	18,750	500	1,410	1,590	650	930	4,180	540	410	1,450	1,070
Hawaii	2,590	60	210	240	90	160	540	100	†	240	130
Idaho	3,240	130	250	270	140	120	590	120	80	270	200
Illinois	23,200	610	1,730	2,110	900	1,100	5,140	780	530	2,010	1,160
Indiana	13,570	380	880	1,160	520	640	3,470	450	190	1,070	770
Iowa	6,470	190	380	540	270	250	1,450	240	140	520	390
Kansas	5,660	180	380	480	250	270	1,350	220	110	420	280
Kentucky	9,740	290	640	880	390	390	2,730	320	170	740	320
Louisiana	9,630	240	690	880	330	570	2,310	290	170	740	470
Maine	3,440	110	190	230	120	130	860	120	60	260	170
Maryland	11,030	290	840	980	450	510	2,230	340	240	880	680
Massachusetts	12,520	440	760	990	510	620	2,760	410	290	1,110	700
Michigan	21,260	600	1,390	1,700	820	870	5,000	740	440	1,780	1,000
Minnesota	10,340	310	640	790	460	490	1,950	460	210	840	660
Mississippi	6,790	200	450	660	230	380	1,820	160	110	520	410
Missouri	13,050	350	820	1,070	500	590	3,200	410	250	990	680
Montana	2,160	70	150	170	80	110	370	70	†	170	140
Nebraska	3,550	120	250	320	170	100	670	110	70	290	170
Nevada	5,730	130	440	470	230	300	1,170	240	120	430	410
New Hampshire	2,880	90	180	210	110	120	710	90	70	320	160
New Jersey	15,710	510	1,210	1,380	660	790	2,930	440	350	1,390	750
New Mexico	3,830	120	290	330	130	300	560	120	100	290	240
New York	32,230	980	2,460	2,670	1,340	1,280	6,660	1,170	830	2,930	1,720
North Carolina	20,480	470	1,450	1,630	800	1,000	4,750	630	390	1,590	1,120
North Dakota	1,310	†	70	110	60	50	300	50	†	100	70
Ohio	25,120	720	1,700	2,110	990	1,040	5,900	830	380	2,090	1,370
Oklahoma	8,620	240	570	770	310	450	2,260	280	180	580	450
Oregon	8,460	260	580	650	330	470	1,670	300	170	700	520
Pennsylvania	27,260	820	1,900	2,310	1,110	1,210	5,990	940	590	2,330	1,470
Rhode Island	2,170	70	130	160	90	140	480	70	†	190	100
South Carolina	10,850	340	770	890	430	590	2,560	300	180	880	630
South Dakota	1,740	70	110	160	70	80	410	60	†	150	80
Tennessee	14,390	410	1,040	1,250	550	690	3,680	460	260	1,060	750
Texas	43,490	1,280	3,440	4,280	1,610	2,790	8,270	1,400	910	3,390	2,260
Utah	3,540	150	310	310	180	160	470	130	100	290	360
Vermont	1,460	50	80	120	50	80	330	50	†	120	80
Virginia	15,280	440	1,150	1,370	610	710	3,470	490	350	1,270	940
Washington	13,270	470	940	1,110	530	730	2,720	470	320	1,070	850
West Virginia	4,460	120	290	440	190	170	1,190	170	80	340	190
Wisconsin	11,570	370	720	900	500	510	2,500	460	240	980	740
Wyoming	1,000	†	70	80	†	60	210	†	†	90	60
United States	609,360	18,280	43,250	52,580	24,000	30,520	130,180	20,250	12,810	49,830	34,500

*Rounded to the nearest 10. †Estimate is fewer than 50 deaths. ‡Liver includes intrahepatic bile duct. These estimates are offered as a rough guide and should be interpreted with caution. State estimates may not sum to US total due to rounding and exclusion of state estimates fewer than 50 deaths. Estimates are not available for Puerto Rico.

Please note: Estimated deaths for additional cancer sites by state can be found in Supplemental Data at cancer.org/statistics or via the Cancer Statistics Center (cancerstatisticscenter.cancer.org).

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TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.3
SUBJECT: City Council Meeting Minutes of August 16, 2022

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of August 16, 2022 .

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. 08.16.2022 DRAFT Minutes

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, August 16, 2022

6:00 PM

City Council

CITY COUNCIL

CLOSED SESSION

5:30 PM

A. CALL TO ORDER

Meeting called to order at 6:00 PM.

B. CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code §54957.6)
Agency Designated Representative: City Manager and Administrative Services Director
Employee Organization: Woodland Police Mid-Management Unit
2. 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

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

C. CALL TO ORDER

D. ROLL CALL

All Council Members present.

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

Absent: None

E. PLEDGE OF ALLEGIANCE

Pledge of allegiance led by Mayor Vega.

F. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed 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. The option to submit a public comment via voicemail is no longer available. Written Public Comments Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to CouncilMeetings@cityofwoodland.org. Written Comments received at least two (2) hours prior to the scheduled start time of the City Council meeting will be provided to the City Council and posted to the City website as part of the official record of the meeting but will not be read into the record. Written Comments received within two (2) hours of the scheduled start time of the City Council meeting and

during the City Council meeting will be provided to the City Council the day following the City Council meeting. If you are submitting written comments on a particular item on the agenda, please identify the agenda item number and letter. If you are submitting written comments on an item not listed on the agenda, please identify your e-mail/comment as a General Public Comment. Note: Public comments at special meetings are limited to items on the agenda only.

Laura Townsley and Taylor Zuwala spoke regarding the vacant house located at 1710 Amador Way. Bill Richter spoke regarding Leisureville Community Association Gribson Road street sweeping.

3. SUBJECT: General Public Comments

WRITTEN COMMUNICATIONS: This section is reserved for "General" Public Comments emailed within two (2) hours prior to the Council Meeting. These comments will be provided to the City Council and incorporated into the meeting minutes. Any other written communication submitted for items specific to this agenda will be attached as a file to the associated agenda item.

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.

4. SUBJECT: Long Range Calendar

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

H. PRESENTATIONS

5. SUBJECT: Sacramento Area Council of Governments 2024 Blueprint Project

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation from the Sacramento Area Council of Governments (SACOG) on the 2024 Blueprint Project (formerly known as the Metropolitan Transportation Plan/Sustainable Communities Strategy).

Received a presentation from Kacey Lizon Deputy Executive Director of Planning & Programs at SACOG regarding the 2024 Blueprint Project.

I. CONSENT CALENDAR

6. SUBJECT: City Council Meeting Minutes of July 5, 2022 and July 19, 2022

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of July 5, 2022 and July 19, 2022.

Adopted the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of July 5, 2022 and July 19, 2022.

7. SUBJECT: Parks & Recreation Commission Meeting Minutes of June 27, 2022

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive June 27, 2022, Parks & Recreation Commission Meeting Minutes.

Received the Parks & Recreation Commission Meeting Minutes of June 27, 2022.

8. SUBJECT: Fire Department Quarterly Status Report for the Period of April 2022 through June 2022

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Fire Department Quarterly Status Report for April 2022 through June 2022.

Accepted the Fire Department Quarterly Status Report for April 2022 through June 2022.

9. SUBJECT: Police Department Quarterly Status Report for the period of April 2022 through June 2022

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Police Department quarterly status report for April 2022 through June 2022.

Accepted the Police Department quarterly status report for April 2022 through June 2022.

10. SUBJECT: Quarterly Treasurer's Investment Report for the Quarter Ended June 30, 2022

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the quarterly Treasurer's Investment Report for the quarter ended June 30, 2022.

Accepted the quarterly Treasurer's Investment Report for the quarter ended June 30, 2022.

11. SUBJECT: Designate Voting Delegate and Alternate for the League of California Cities Annual Conference & Expo

RECOMMENDATION FOR ACTION: Staff recommends that the City Council designate Mayor Vega as a Voting Delegate and Council Member Garcia-Cadena as an Alternate Voting Delegate to represent the City at the League of California Cities Annual Conference & Expo to be held in Long Beach, September 7-9, 2022.

Designated Mayor Vega as a Voting Delegate and Council Member Garcia-Cadena as an Alternate Voting Delegate to represent the City at the League of California Cities Annual Conference & Expo to be held in Long Beach, September 7-9, 2022.

12. SUBJECT: 2021 Homeland Security Grant Budget Appropriation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to appropriate \$43,367 to the Other Federal Grants Fund (330) for the purchase of the awarded equipment.

Adopted RESOLUTION NO. 7974, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE APPROPRIATION OF \$43,367 TO THE OTHER

FEDERAL GRANTS FUND (330) FOR THE PURCHASE OF A TETHERED DRONE AS AWARDED UNDER THE 2021 HOMELAND SECURITY GRANT PROGRAM.

13. SUBJECT: Final Acceptance and Notice of Completion of the 2021 Road Maintenance Project, CIP 20-02

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting the 2021 Road Maintenance Project, CIP 20-02, as complete and authorizing the City Clerk to file a Notice of Completion.

Adopted RESOLUTION NO. 7975, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO ACCEPT THE 2021 ROAD MAINTENANCE PROJECT (CIP 20-02) CONSTRUCTION CONTRACT AS COMPLETE AND AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF COMPLETION.

14. SUBJECT: Landscape Maintenance Agreement with the Department of Transportation for the I-5/East Main Street interchange.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the Mayor to Execute the Landscape Maintenance Agreement with the Department of Transportation for the I-5/East Main Street interchange and East Main Street/Hazel Court.

Adopted RESOLUTION NO. 7976, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND FOR APPROVAL OF A LANDSCAPE MAINTENANCE AGREEMENT WITH THE DEPARTMENT OF TRANSPORTATION FOR THE I-5/EAST MAIN STREET INTERCHANGE.

15. SUBJECT: Spring Lake Specific Plan, Ruby Estates (PLNG 22-) 1) Second Reading of Ordinance No. _____, approving the Planned Development Overlay Conditional Use Permit and 2) Ordinance No. _____, approving the Project Development Agreement between The New Home Company of Northern California LLC. / Ruby Investment

RECOMMENDATION FOR ACTION: Staff recommends that the City Council conduct the second reading and adopt Ordinance No. _____, approving the Planned Development Overlay Conditional Use Permit and; Ordinance No. _____, approving the Amended and Restated Development Agreement between The New Home Company of Northern California, LLC. / Ruby Realty Investors, LLC. and the City of Woodland.

Adopted ORDINANCE NO. 1693, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA APPROVING AN AMENDED AND RESTATED DEVELOPMENT AGREEMENT BETWEEN THE CITY OF WOODLAND, THE NEW HOME COMPANY OF NORTHERN CALIFORNIA LLC AND RUBY REALTY INVESTORS, LLC TO USE AND DEVELOP THE RUBY ESTATES (R-15 HERITAGE REMAINDER PHASE 1) PROJECT SITE LOCATED WITHIN THE SPRING LAKE SPECIFIC PLAN AREA and ORDINANCE NO. 1694, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING PLANNED DEVELOPMENT OVERLAY STANDARDS AND CONDITIONAL USE PERMIT FOR THE RUBY ESTATES TENTATIVE SUBDIVISION MAP No. 5221 SPRING LAKE PROJECT SITE IN ACCORDANCE WITH THE CONDITIONS OF APPROVAL.

16. SUBJECT: Re-allocation of \$200,000 from CIP 14-02, Water Pollution and Asset Replacement Project to CIP 14-07, Sewer/Wastewater Treatment Master Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to re-allocate \$200,000 from CIP 14-02, Water Pollution and Asset Replacement Project to CIP 14-07, Sewer/Wastewater Treatment Master Plan.

Adopted RESOLUTION NO. 7977, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING RE-ALLOCATION OF \$200,000 FROM CIP 14-02, WATER POLLUTION AND ASSET REPLACEMENT PROJECT, TO CIP 14-07, SEWER/WASTEWATER TREATMENT MASTER PLAN.

17. SUBJECT: Declaration of Surplus Land for 2186 Armus Place and 2190 Armus Place

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, declaring 2186 Armus Place (APN 042-533-009) and 2190 Armus Place (APN 042-533-010) as surplus land in accordance with the California Surplus Land Act.

Adopted RESOLUTION NO. 7978, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, DECLARING PROPERTY LOCATED AT 2186 ARMUS PLACE (APN 042-533-009) AND 2190 ARMUS PLACE (APN 042-533-010) AS SURPLUS LAND.

18. SUBJECT: Annual Transportation Development Act Claims with the Sacramento Area Council of Governments

RECOMMENATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the filing of the annual Transportation Development Act Claims with the Sacramento Area Council of Governments.

Adopted RESOLUTION NO. 7979, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, AUTHORIZING FILING OF ANNUAL TRANSPORTATION DEVELOPMENT ACT CLAIMS FOR MULTIPLE FISCAL YEARS WITH THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS.

19. SUBJECT: Approval of Ballot Argument in Favor of Cannabis Tax Ballot Measure

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Ballot Argument in Favor of Cannabis Tax Ballot Measure and authorize the Mayor to sign the argument on behalf of the City Council.

Approved the Ballot Argument in Favor of Cannabis Tax Ballot Measure and authorized the Mayor to sign the argument on behalf of the City Council.

J. REPORTS OF THE CITY MANAGER

20. SUBJECT: Next Steps: Diversity, Equity, & Inclusion

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an update on the work of the Diversity, Equity, and Inclusion (DEI) subcommittee and review the Subcommittee's proposal to develop an Equity Action Plan as the first step in a larger framework to prioritize DEI in the City of Woodland.

Received an update on the work of the Diversity, Equity, and Inclusion (DEI) subcommittee and reviewed the Subcommittee's proposal to develop an Equity Action Plan as the first step in a larger framework to prioritize DEI in the City of Woodland.

K. ADJOURN

Adjourned at 7:35 PM in memory of Judge Kathleen White.

Respectfully submitted,

**Ana B. Gonzalez
City Clerk**



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.4
SUBJECT: Sustainability Advisory Committee Meeting Minutes for June 2022

Recommendation for Action: Staff recommends that the City Council receive minutes for the June 15, 2022 meetings of the Sustainability Advisory Committee.

Staff Contact:

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

Discussion:

This staff report transmits minutes for the June 15, 2022 meeting. Items of note in these minutes include:

- *Item 4: Member Reports*

Allison Martin announced that she would be stepping down from the SAC after the July meeting, bringing the SAC member count to eight. It has not been decided whether the seat will be filled at this time.

Adelita mentioned that as a member of the Yolo County Climate Action Commission, she recommended Woodland to be considered for MioCar's (miocar.org) next site, for their zero emission vehicle car sharing services. MioCar will be presenting their program during the Yolo County Climate Action Commission meeting in July for consideration. If Woodland is chosen, a site assessment will be conducted to see how a car sharing service will work in the area.

- *Item 6: Staff Reports*

Rosie mentioned the committee will go on recess in August and potentially the following months, depending on staffing availability to support the committee.

Sayetsi provided an update on the virtual water-wise landscape tour. The virtual event on WaterWiseWoodland.Weebly.com received 794 unique visits. Sayetsi also mentioned the City's AquaHawk program has been increasing in numbers and currently has 6,637 registered users.

Conclusion:

Staff recommends that the City Council receive minutes for the June 15, 2022 meetings of the Sustainability Advisory Committee.

Prepared by: Rosie Ledesma, Environmental Resource Analyst

Reviewed by: Brent Meyer, Director of Community Development/ 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. 2022 06-15 Minutes - Woodland Sustainability Advisory Committee



**SUSTAINABILITY ADVISORY COMMITTEE
MEETING MINUTES - June 15, 2022**

1. Call to order

Meeting called to order at 6:33 p.m.

2. Roll call

Present: Mark Aulman, Allison Martin, Rolf Frankenbach, Adelita Serena, Robert Ullrey,

Absent: Raul Tadle, Catalina Munoz, Liza Grandia, Sara Schremmer

Staff Present: Rosie Ledesma, Sayetsi Sanchez

Guests Present: Robin Datel

3. Public Comment

There was no public comment.

4. Member Reports (Information Item)

Allison notified the committee that she will be stepping down from her role after July's committee meeting. Allison also shared that she is currently researching the Valley Clean Energy UltraGreen program and working on identifying areas, where council may have concerns. Allison will continue working on this task with Raul Tadle and will attempt to have a report for the committee by the July meeting.

Adelita mentioned that as a member of the Yolo County Climate Action Commission, she recommended Woodland to be considered for MíoCar's (<https://miocar.org/>) next site, for their zero emission vehicle car sharing services. MíoCar will be presenting their program during the Yolo County Climate Action Commission meeting in July for consideration. If Woodland is chosen, a site assessment will be conducted to see how a car sharing service will work in the area.

5. Staff Reports (Information Item)

Rosie mentioned the committee will go on recess in August and potentially the following months, depending on staffing availability to support the committee.

Rosie provided an update on the progress towards meeting SB 1383 requirements. Woodland is currently behind schedule on meeting AB 1826 requirements and CalRecycle has placed Woodland on a compliance plan. Waste Management will have phase two roll out the following week for businesses to have organics, unless they have an exemption or waiver. Environmental Services is continuing their outreach efforts, such as posting on the

billboard on I-5. Residents will also receive information regarding resources, services available, and opportunities to get food scrap pails in the mail.

Rosie commented that SB 1383 also requires audits to be done. Woodland has not done an audit at this time. Yolo County has completed an audit and shared their results. The State of California will need to do a characterization study soon, as the last one was performed in 2014.

Committee members discussed reduced staffing levels for Environmental Services. Mark has requested for his email inquiry to be included in the minutes. See Appendix A.

Sayetsi provided an update on the virtual water-wise landscape tour. The virtual event on *WaterWiseWoodland.Weebly.com* received 794 unique visits. Sayetsi also mentioned, the City's AquaHawk program has been increasing in numbers and currently has 6,637 registered users.

6. Approve April 27, 2022, Meeting Minutes (Action Item)

Allison requested an edit under Item #12 to be made. The abbreviated word ARP should be spelled out as, "American Rescue Plan".

On a motion by Mark Aulman, seconded by Allison Martin, and carried on a 5-0 vote, with 4 absences, committee members approved April's meeting minutes, as corrected.

Ayes: Aulman, Martin, Frankenbach, Serena, and Ullrey.

Noes: None.

Abstain: None.

Absent: Grandia, Schremmer, Tadle, and Munoz.

7. Climate-Safe CA Campaign Update (Information Item/Action Item)

The committee discussed the presentation on the Climate-Safe CA Campaign that will be presented to council on June 21, 2022, and potential slides that should be included.

Community Member, Robin Datel, from the Unitarian Church of Davis, asked about the process for council, if they were to approve this item. Rosie explained that the June 21st meeting will be a presentation only. If council wants to consider a resolution, then it would need to be added as an action item on the agenda for the next meeting.

8. Community Input Event (Information Item)

Allison shared with the committee the importance of having people register for the event and discussed other means of promoting the event. The following outreach efforts have been done:

- Press release
- Advertisement on the city website
- Posted on the City event calendar
- Shared on EnviroWoodland social media pages with paid advertisement

Allison will continue conducting outreach and is planning to contact businesses, as well.

9. Work Group Updates (Information Item)

There were no work group updates.

10. Discuss Long-Range Calendar (Information/Action Item)

There were no long-range calendar updates.

11. Adjourn

Meeting adjourned at 7:51pm.

Appendix A

6/15/22, 4:54 PM

Some updates for out SAC meeting June 15

 Reply all |   Delete Junk |  ...



Some updates for out SAC meeting June 15



Mark Aulman

Wed 6/8, 8:26 AM

Catalina Munoz; Catalina Torr <25catalinam@gmail.com>; Rosie Ledesma 

 Reply all | 

Sent Items

Hi Catalina,

I am hoping we can get a couple of updates at our upcoming meeting, specifically on these items:

- The \$400K that, as we were told, was going to be appropriated by the Council for sustainability-related projects.
- Some additional clarity required on pending Zoning Ordinance changes.
- How much liaison is occurring between the City of Woodland and County of Yolo on sustainability-related issues? There is a GHG inventory coming up at the County level. Our Climate Action Plan calls for something similar. How is Woodland preparing for that?
- Does the City of Woodland need a Sustainability Manager at this time?
- Is there any chance the SAC will get to participate in a working session and idea exchange with the City Council? I have been asking for this for months, and it has been promised by the City Manager, but no date has been established.

I have already had a Woodland resident ask me whether the Community Input meeting on July 9th can be set up to allow participation from home, i.e. in a hybrid format. The Woodland School District has done this for classroom instruction. Can the City borrow the equipment for one afternoon?

That's it from here,

Mark
(530) 312-7298



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.5
SUBJECT: Appointment to Manufactured Home Fair Practices Commission

Recommendation for Action: Staff recommends that the City Council appoint Stacie Lewis to the Manufactured Home Fair Practices Commission for a three-year term ending June 30, 2025.

Staff Contact:

Ana B. Gonzalez, City Clerk, (530) 661-5806

Discussion:

The Manufactured Home Fair Practices Commission consists of five regular members and two alternate members. Earlier this year, the commission had a vacancy left by Gil Lorenzo. Mr. Lorenzo completed his term and did not wish to apply for another term. Mayor Vega reached out to several candidates that had submitted an application during the recruitment period and had not been appointed to a board/commission.

Staff is recommending that the City Council appoint Stacie Lewis to the Manufactured Home Fair Practices Commission for a three-year term ending June 30, 2025.

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

Ken Hiatt
City Manager

Attachments:

1. Lewis application



(530) 661-5813

Employment experience: I have more than 6 years of experience in the Architecture field with 5 years as a design professional at my current firm, Architectural Nexus.

My role as a Design Professional includes:

- Completing building plans for construction and review by DSA, city or state jurisdictional approval.
- Providing technical guidance and attending client and construction meetings.
- Reviewing and comparing building materials and compatibility of materials with building assemblies and design standards.
- Research and implementation of design criteria, sustainability measures, zoning, and any necessary city state or federal building codes that might apply to a specific project.

Educational background and other training: _____

Masters degree in Architecture from Drury University.

Organization and community activity experience: _____

A member of Nexus' ESOP Committee, help run coworker events for knowledge sharing and activity breakouts for company stock ownership plan.

Participated in "Nexus Builds" where we built LBC compliant Tiny homes that went go to help unhoused individuals in Seattle and Salt Lake City.

Help build a community and memorial park in Joplin Missouri after the area was hit by a tornado.

Other background information that you believe adds to your qualifications to serve on this Board, Commission or Advisory Committee: _____

(You may include a resume or supplemental information to support your application.)

Please provide two personal or professional references:

Name	Address	Phone No.
Victor Burbank	Woodland, CA	VBurbank@archnexus.com (916) 291-2515
Megan Repka	Sacramento, CA	MRepka@archnexus.com (530) 301-3590

Stacie Lewis	7/1/2022
Signature of Applicant	Date

City Use: Received _____ Eligibility _____ Disposition _____

Notes:



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.6
SUBJECT: SUBJECT: Direct City Clerk to review the City's Conflict of Interest Code

Recommendation for Action: Staff recommends that the City Council direct the City Clerk to review the City's Conflict of Interest Code and report to Council should changes be necessary to the adopted Code.

Staff Contact:

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

Report in Brief:

The law states that each even-numbered year the City Council shall direct the City Clerk to assess the need to amend the City's Conflict of Interest Code. Changes are not required more frequently than this legal requirement. However, it is prudent to add, remove, or adjust positions within the City more often than the two year period.

Staff recommends that the City Council direct the City Clerk to review the City's Conflict of Interests Code and report to Council should changes to the adopted Code be necessary.

Background:

The Fair Political Practices Commission requires local government agencies to review the Conflict of Interest Code biennially to determine whether the Code is accurate or is in need of revision. The responsibility for such review falls upon the office of the City Clerk. Council must, as per the law, direct the City Clerk to perform such review. If amendments to the Code are necessary, an amended Conflict of Interest Code will be submitted to Council for approval by December 30, 2020. The recommended action so directs the City Clerk to conduct such review.

Prepared By: Ana B. Gonzalez, City Clerk

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

Ken Hiatt
City Manager

Attachments:

1. Local_Agency_Biennial_Notice_completed

2020 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

☐ **An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- ☐ Include new positions
- ☐ Revise disclosure categories
- ☐ Revise the titles of existing positions
- ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☐ Other (*describe*) _____

☐ **The code is currently under review by the code reviewing body.**

☐ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2020**, or by the date specified by your agency, if earlier, to:

(*PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE*)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.7
SUBJECT: Approval of Plans and Specifications, and Authorization of Bid Advertisement for the Groundwater Wells Demolition Project, CIP 21-05

Recommendation for Action: Staff recommends that City Council adopt Resolution No. ____, approving the Project plans and specifications, and authorizing bid advertisement for the Groundwater Wells Demolition Project, CIP 21-05.

Staff Contact:

Mark Miller, Associate Engineer - (530) 661-5968, mark.miller@cityofwoodland.org

Fiscal Impact:

The engineer's estimate of construction cost is \$375,000. The estimated total Project cost is \$455,000 and includes construction, construction contingency, design, inspection, and construction management costs.

The City Council approved the Capital Budget on June 21, 2022, which includes \$300,000 of Water Enterprise Funds for the Groundwater Wells Demolition Project, CIP 21-05. The current funding for CIP 21-05 was allocated prior to finalizing the scope of work when only three groundwater wells were anticipated for demolition in the Project. A fourth well has since been inactivated, identified for destruction and added to the Project scope. Award of the Construction Contract will be presented to Council for approval at a future date, at which time the necessary additional water funding will be allocated to the Project.

There is no impact to the General Fund.

Background:

In June 2016, the City of Woodland switched its primary water supply from existing groundwater wells to the Woodland-Davis Clean Water Agency's Regional Water Treatment Facility (RWTF) which delivers treated surface water from the Sacramento River. The City supplements this high-quality water from the RWTF with three Aquifer Storage & Recovery (ASR) wells and also maintains several native groundwater production wells as backup supply, including three blending wells. The City provides equal water quality to all customers via this system.

Four neighborhood groundwater wells (Well No.'s 5, 6, 12, and 21) were kept as backup while the water supply from the RWTF and ASR system was proven out. These wells, if used, would provide native groundwater to the surrounding neighborhoods. Though perfectly potable, there are pre-existing water quality concerns with some of the City's native groundwater wells, particularly the four identified for demolition in CIP 21-05. These wells have been identified for concerns such as: nitrate and other constituent concentrations approaching the Maximum Contaminant Levels (MCL) established by the State Water Resources Control Board's Division of Drinking Water (SWRCB), an anticipated exceedance of the MCL for hexavalent chromium concentrations, and existing, sub-standard conditions of well sites. Additionally, typical groundwater wells have a useful life ranging between 30 and 50 years and these four wells are between 41 and 67 years old.

Wells 5, 6, 12, and 21 have not been operated since 2016 due to one or more of the above reasons and have also been deemed inactive by the State. The State requires that wells deemed inactive be demolished to eliminate any potential physical hazards and to assure that groundwater supplies are protected and preserved for further

use.

Discussion:

Groundwater Wells 5, 6, 12, and 21 have already been disconnected from the water distribution network and most of the salvageable electrical and SCADA equipment has already been removed from the sites. Demolition of these wells is considered part of the regular maintenance of the City's utilities and is necessary to remain in compliance with SWRCB requirements for potable water distribution systems. In addition to complying with regulations, the Project will result in recouped costs and Operations Staff time associated with no longer having to perform regulatory sampling and reporting at these orphaned well sites.

The Project schedule anticipates destruction work occurring in the fall and winter of 2022. The work generally includes removal of aboveground facilities and well appurtenances, demolition of the belowground well profiles in accordance with Yolo County and State of California requirements, and restoration of the well sites for future City use. Ultimate use of these sites has not yet been determined. Wells 5, 6 and 12 are located on city-owned property, whereas Well 21 is located in a utility easement on private property. It is anticipated that the Well 21 easement will be vacated in agreement with the property owner, the Well 5 site will be restored with grass as part of Gracie Hiddleston Park in coordination with the City Community Services Department, and the Well 6 and Well 12 sites will be restored with gravel and remain City property for the time being.

Conclusion:

Staff recommends that City Council adopt Resolution No. ____, approving the Project plans and specifications, and authorizing bid advertisement for the Groundwater Wells Demolition Project, CIP 21-05.

Prepared by: Mark Miller, Associate Engineer

Reviewed by: Tim Busch, P.E., Principal Utilities Civil Engineer
Brent Meyer, P.E., City Engineer / Community Development Director



Ken Hiatt
City Manager

Attachments:

1. Resolution
2. Well Demolition Locations (CIP21-05)

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING
ADVERTISEMENT FOR BIDS FOR THE GROUNDWATER WELLS DEMOLITION
PROJECT, CIP #21-05.**

WHEREAS, the City Council wishes to ensure the City's infrastructure is maintained in compliance with local, State and Federal regulations; and

WHEREAS, City Staff has identified four inactive groundwater supply wells for destruction due to age of the wells, poor quality of the water they can supply and conditions of the well sites; and

WHEREAS, the State of California requires inactive wells be destroyed in order to eliminate any potential physical hazards and to assure that groundwater supplies are protected and preserved for further use; and

WHEREAS, the City Council has the authority to approve projects for bid; and

WHEREAS, the City Council wishes to approve the plans and specifications and authorize bid advertisement for the Project through adoption of this Resolution.

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

Section 1. The City Council hereby approves the plans and specifications for the Groundwater Wells Demolition Project, CIP #21-05, which are available on file with the City Clerk.

Section 2. The City Council hereby authorizes staff to advertise for bids for the Groundwater Wells Demolition Project, CIP #21-05.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 6th day of September 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayra Vega, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



CITY OF WOODLAND
300 FIRST STREET,
WOODLAND, CA 95695

PROJECT ENGINEER'S
SIGNATURE:

TIM BUSCH

C73530

DATE

P.E. NO.



CITY ENGINEER'S
APPROVAL:

BRENT MEYER

DATE

REVISIONS

NO. DESCRIPTION DATE

**GROUNDWATER
WELLS DEMOLITION
PROJECT
CIP #21-05**

DATE: _____

DESIGNED/DRAWN BY: M. MILLER

REVIEWED BY: T. BUSCH

SHEET:

1 OF 7
TITLE SHEET

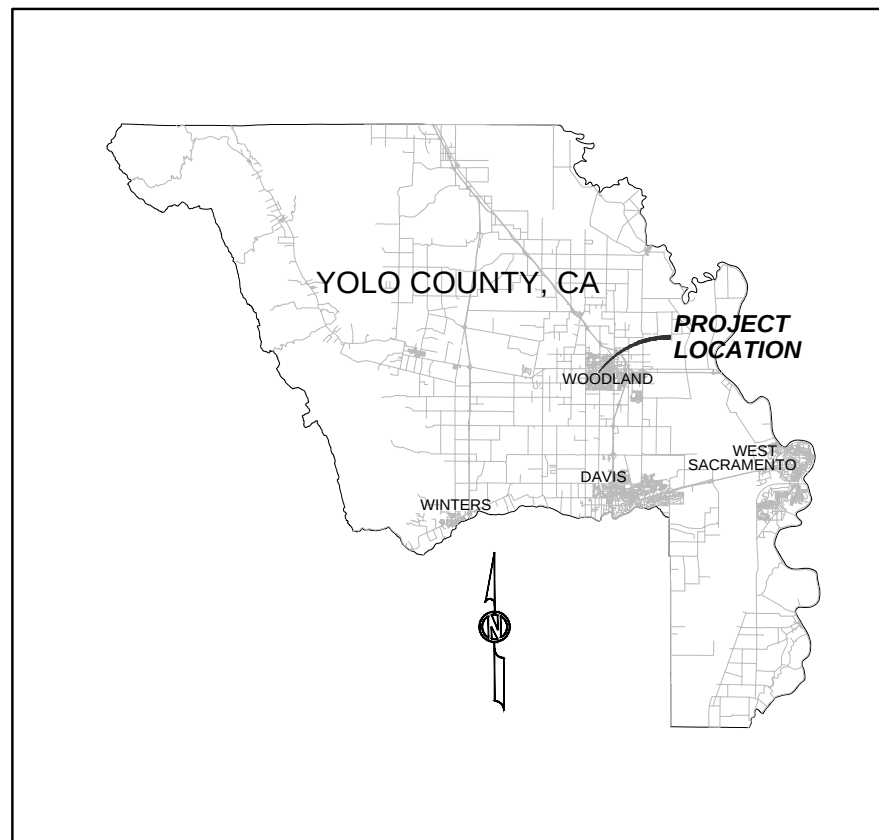
PUBLIC IMPROVEMENTS

for

CIP #21-05

GROUNDWATER WELLS DEMOLITION PROJECT

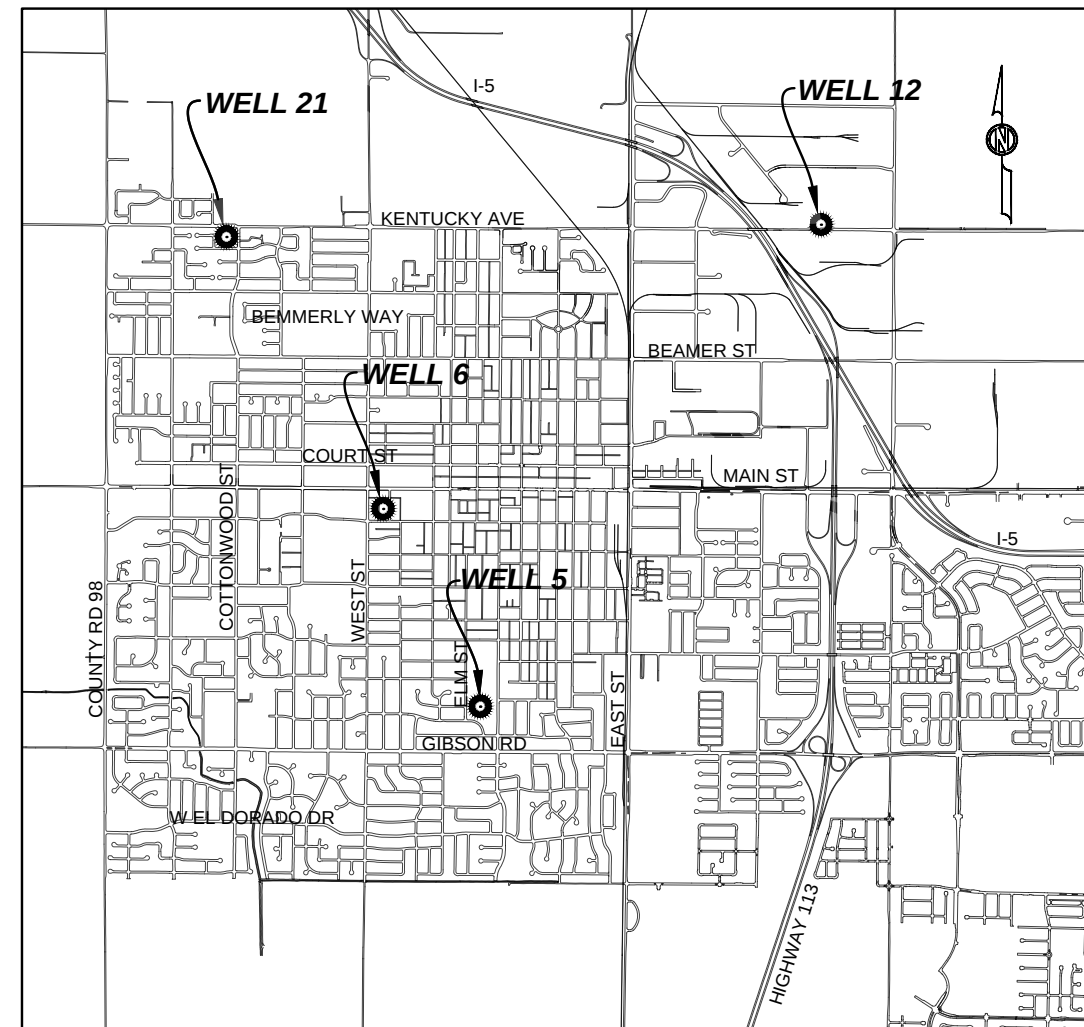
CITY OF WOODLAND YOLO COUNTY



VICINITY MAP

SHEET INDEX

- 1 - TITLE SHEET
- 2 - GENERAL NOTES & WELL VICINITY MAPS
- 3 - WELL 5 PLAN
- 4 - WELL 6 PLAN
- 5 - WELL 12 PLAN
- 6 - WELL 21 PLAN
- 7 - DETAILS



LOCATION MAP

UTILITY	COMPANY	REPRESENTATIVE	PHONE NUMBER
GAS	P.G. & E.	SETH PEREZ	(530) 661-5668
ELECTRICITY	P.G. & E.	SETH PEREZ	(530) 661-5668
TELEPHONE	AT&T	LISA MARANO	(916) 484-2420
TELEPHONE	YOLO COUNTY TELECOMMUNICATIONS	TOM BATES	(530) 506-5012
CABLE TV	WAVE BROADBAND	FRANK BARGIEL	(916) 223-0123
USA			(916) 642-2444
WATER, SEWER & DRAINAGE	CITY OF WOODLAND	CRAIG LOCKE	(530) 661-5899
FIRE	CITY	FIRE MARSHALL	(530) 661-5855

UTILITY CONTACTS



Know what's below.
Call before you dig.

GENERAL NOTES

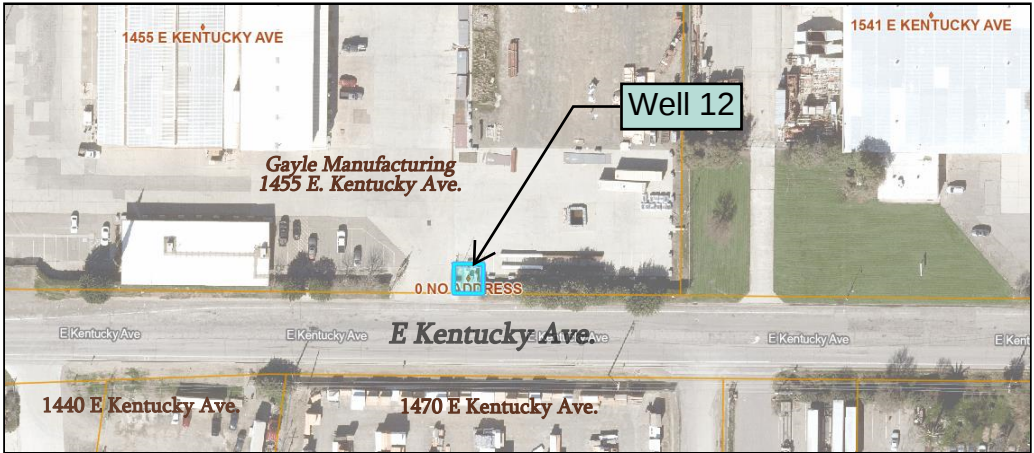
1. THESE PLANS ARE A PART OF THE PROJECT SPECIFICATIONS WHICH ARE INCORPORATED HEREIN BY REFERENCE.
2. ALL MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE MOST CURRENT CITY OF WOODLAND ENGINEERING STANDARDS AND CONSTRUCTION SPECIFICATIONS, AS WELL AS THE CALIFORNIA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
3. CONTRACTOR SHALL CONTACT UNDERGROUND SERVICE ALERT (USA) IN ADVANCE OF ANY EXCAVATION ACTIVITIES AT PHONE NO. 811 (OR 800-227-2600). USA CLEARS 48 HOURS AFTER THE END OF THE WORKING DAY IT WAS CALLED IN ON. USA HOURS ARE M-F, 7 AM TO 5 PM. THE CONTRACTOR SHALL POTHOLE POTENTIAL CONFLICTING UTILITIES AND NOTIFY THE ENGINEER OF CONFLICTS PRIOR TO COMMENCING WORK.
4. CONTRACTOR IS RESPONSIBLE FOR PROTECTING ALL UTILITIES NOT IDENTIFIED FOR DEMOLITION DURING PERFORMANCE OF THE WORK.
5. CONTRACTOR SHALL NOTIFY THE CITY AT LEAST 2 DAYS IN ADVANCE OF COMMENCING CONSTRUCTION ACTIVITIES. NOTICE SHALL BE GIVEN WHENEVER THERE IS AN UNPLANNED DELAY OR WORK STOPPAGE FOR DURATIONS LONGER THAN 1 WEEK.
6. THE EXISTING UNDERGROUND UTILITY INFORMATION SHOWN HEREON WERE DETERMINED BASED ON RECORD PLANS AND MAPS. WHERE SURFACE FEATURES OF THE VARIOUS FACILITIES ARE VISIBLE, IT WAS USED TO INTERPOLATE THE LOCATIONS OF THE UNDERGROUND PORTIONS OF THE EXISTING FACILITIES. WHEREAS IT IS ASSUMED THAT THE RECORD INFORMATION IS RELIABLE, ONLY POTHOLING AND EXCAVATION WILL REVEAL THE ACTUAL HORIZONTAL AND VERTICAL LOCATIONS OF EXISTING UNDERGROUND FACILITIES.
7. CONSTRUCTION ACTIVITIES SHALL NOT ADVERSELY AFFECT ANY PUBLIC FACILITIES OTHER THAN THOSE IDENTIFIED FOR DEMOLITION NOR CREATE A HAZARD TO THE TRAVELING PUBLIC. DAMAGED FACILITIES SHALL BE REPLACED IN-KIND OR REPAIRED TO THEIR ORIGINAL STATE.
8. WHEN DEMOLITION IS COMPLETE, THE WELLS SHALL BE DESTROYED AND WELL SITES SHALL BE RESTORED TO THE FINAL SITE CONDITIONS AS NOTED ON EACH WELL PLAN SHEET. ALL REMOVED APPURTENANCES AND SURPLUS AND WASTE MATERIAL SHALL BE DISPOSED OF BY PROPER MEANS AT THE CONTRACTOR'S OWN EXPENSE UNLESS DESIGNATED OTHERWISE ON THE PLANS.
9. MAINTAIN EQUIPMENT AWAY FROM OVERHEAD POWER LINES PER OSHA REQUIREMENTS.
10. A STORMWATER POLLUTION PREVENTION PLAN IS NOT REQUIRED FOR THIS PROJECT. CONTRACTOR SHALL IMPLEMENT EROSION CONTROL BEST MANAGEMENT PRACTICES (BMP'S) TO PREVENT POLLUTION OF ENCOUNTERED WATER.
11. NATIVE EARTH SUBGRADE SHALL BE PREPARED AND COMPACTED TO CONFORM WITH SECTION 2.02 OF THE CITY CONSTRUCTION SPECIFICATIONS.
12. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR FURNISHING AND MAINTAINING ALL WARNING SIGNS, DEVICES AND FEATURES NECESSARY TO PROTECT THE HEALTH AND SAFETY OF WORKERS AND THE GENERAL PUBLIC AND TO PROVIDE FOR THE PROPER AND SAFE ROUTING OF VEHICULAR AND PEDESTRIAN TRAFFIC DURING THE PERFORMANCE OF THE WORK.
13. WATER WELLS IDENTIFIED FOR DESTRUCTION SHALL BE DEMOLISHED IN ACCORDANCE WITH CITY CONSTRUCTION SPECIFICATION 12.15, YOLO COUNTY STANDARDS AND CALIFORNIA WELL STANDARDS BULLETINS 74-81 AND 74-90. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING REQUIRED YOLO COUNTY PERMITS AND FILING THE "WATER WELL DRILLER'S REPORT" WITH THE STATE DEPARTMENT OF WATER RESOURCES, INCLUDING ASSOCIATED FEES, FOR EACH WELL.



WELL 5 VICINITY MAP
(Not to Scale)



WELL 6 VICINITY MAP
(Not to Scale)



WELL 12 VICINITY MAP
(Not to Scale)



WELL 21 VICINITY MAP
(Not to Scale)



ABBREVIATIONS

AB	AGGREGATE BASE
BM	BENCHMARK
CNC, CONC	CONCRETE
COMM	COMMUNICATIONS LINE
COW	CITY OF WOODLAND
CR	CRUSHED ROCK
DI	DRAINAGE INLET, OR DUCTILE IRON
DIA	DIAMETER
E	EXISTING, EAST, OR ELECTRICAL LINE
EG	EXISTING GRADE
EL, ELEV	ELEVATION
EX, EXIST	EXISTING
FG	FINISH GRADE
FL	FLOWLINE
FT	FEET
G	GAS LINE
IN	INCHES
INV	INVERT
LF	LINEAL FEET
MAX	MAXIMUM
MH	MANHOLE
MI	MILE
MIN	MINIMUM
N	NEW, OR NORTH
NO., OR #	NUMBER
NTS	NOT TO SCALE
OH	OVERHEAD
PT	POINT
PUE	PUBLIC UTILITY EASEMENT
PSF	POUNDS PER SQUARE FOOT
QTY	QUANTITY
R/W, ROW	RIGHT OF WAY
RCP	REINFORCED CONCRETE PIPE
S	SOUTH
SMH	SANITARY SEWER MANHOLE
SD	STORM DRAIN
SF	SQUARE FOOT
SGM	SANITARY SEWER GRAVITY MAIN
SS	SANITARY SEWER
STD	STANDARD
TYP	TYPICAL
UG	UNDERGROUND
US	UPSTREAM
VCP	VITRIFIED CLAY PIPE
W	WEST, OR WATER LINE

GROUNDWATER
WELLS DEMOLITION
PROJECT
CIP #21-05

DATE: _____
DESIGNED/DRAWN BY: M. MILLER
REVIEWED BY: T. BUSCH

SHEET:

2 OF 7
GENERAL NOTES AND
WELL VICINITY MAPS



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.8
SUBJECT: Main Street Feasibility Study, CIP 22-13; Approve an Amendment to the Consultant Contract

Recommendation for Action: Staff recommends that the City Council:

- 1) Adopt Resolution No. _____, to reallocate \$55,000 from project CIP 04-07 (Fund 582) to the project; and
- 2) Approve a consultant services amendment with Fehr & Peers, in the amount of \$28,540, for a total agreement amount of \$128,480 ; authorizing a contract contingency up to 10% (\$12,848); and authorize the City Manager to execute the amendment for the Main Street Feasibility Study, CIP 22-13.

Staff Contact:

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

Fiscal Impact:

Main Street Feasibility Study, CIP 22-13, is included in the FY 22/23 Capital Budget in the amount of \$125,000. Funding includes \$100,000 from Fund 351, consisting of \$100,000 in Community Design and \$25,000 from Fund 507 Measure F.

The project budget includes the costs for the consultant services and staff time.

There is no impact on the General Fund.

Discussion:

The City of Woodland received \$100,000 from the Sacramento Area Council of Governments (SACOG) Community Design Grant to complete a study to determine the feasibility of a road diet on Main Street from Walnut to West Street.

Main Street is a major arterial roadway that provides access to freeways, local roads and a number of destinations across the city. The proposed section of the corridor also provides access to many businesses located in the Downtown core area, adjacent to the project limits. The roadway currently consists of two travel lanes in each direction and a two-way left-turn lane (TWLTL) with no bike facilities.

The feasibility study aims to address safety issues on Main Street between West Street and Walnut Street by reducing the number of vehicle travel lanes and safety improvements near the downtown core area. The study will evaluate the feasibility of a “road diet” – reducing the number of travel lanes to match traffic volumes and to improve safety. The study would evaluate the feasibility of reducing the roadway’s cross-section to three lanes and continuing similar to the downtown core cross-section of having a single eastbound and westbound through lanes. The project will evaluate maintaining the TWLTL to accommodate higher driveway densities in this section of the corridor.

Implementing a road diet would allow space for new bike lanes on both sides of the street as well as the potential for some new on-street parking along the corridor. Supporting alternative modes of transportation is a priority initiative of the City General Plan and Council Goals.. The proposed study will be consistent with recent improvements made to Main Street and surrounding area that have improved bicycle and pedestrian accommodations.

The contract amendment will add scope to the original project to study the operation of traffic signals between Elm Street and 3rd Street that have been operating in flashing red through the Downtown Woodland core area. Fehr & Peers will examine the operational impact of the flashing red operation as it relates to traffic level of service (LOS), delay, queuing for critical movements, and traffic volumes. The analysis will compare traffic operational impacts of standard operation versus red flashing operation of the signals to determine if there is significant impact and identify any other safety improvements necessary. The analysis will also provide the City with information to help define longer-term circulation and parking improvements within the downtown.

Conclusion:

Staff recommends that the City Council:

- 1) Adopt Resolution No. _____, to reallocate \$55,000 from project CIP 04-07 (Fund 582) to the project; and
- 2) Approve a consultant services amendment with Fehr & Peers, in the amount of \$28,540, for a total agreement amount of \$128,480 ; authorizing a contract contingency up to 10% (\$12,848); and authorize the City Manager to execute the amendment for the Main Street Feasibility Study, CIP 22-13.

Prepared by: Clara Olmedo, Associate Engineer

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



Ken Hiatt
City Manager

Attachments:

1. Resolution

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO
APPROVE AN AMENDMENT WITH FERH & PEERS, AND
REALLOCATE FUNDING (FUND 582) FROM CIP PROJECT 04-07 TO THE MAIN
STREET FEASIBILITY STUDY, CIP 22-17**

WHEREAS, the City of Woodland has received a SACOG Community Design Grant in the amount of \$100,000 from the Department of Transportation; and

WHEREAS, the Main Street Feasibility Study, CIP 22-13 is funded in the Capital Budget; and

WHEREAS, the City wishes to reallocate \$55,000 from project CIP 04-07 (Fund 582) to the Main Street Feasibility Study, CIP 22-13; and

WHEREAS, the City Council wishes to approve the Amendment with Fehr & Peers for \$28,540 for a total contract amount of \$128,480; authorize a contract contingency up to 10% (\$12,848) and authorize its execution through the adoption of this Resolution.

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

Section 1. The City Council hereby approves an appropriation in the amount of \$55,000 of (Fund 582) from project 04-07 to the Main Street Feasibility Study, CIP 22-13.

Section 2. The City Council hereby approves the consultant services amendment with Fehr & Peers and authorizes and directs the City Manager to execute the amendment in the amount of \$28,540, authorize a contract contingency up to 10% (\$12,848) for a total contract amount of \$128.

Section 3. A copy of the Agreement is available and on file in the City Clerk's office, and is incorporated herein by reference and made a part of this Resolution.

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 6th day of September 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayra Vega, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.9
SUBJECT: Admendment of Advance Peace Contract for Expanded Services

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute an amendment to the existing three-year contract with Advance Peace for expanded services.

Fiscal Impact:

On April 6, 2021, the City Council approved a three-year contract with Advance Peace for partial implementation of the Peacemaker Fellowship effective May 1, 2021 for \$200,000/year. RISE, Inc. provides a 20% match of City funds totaling \$40,000 annually. Last fiscal year, the City capitalized on an opportunity to secure additional funding in the amount of \$400,000 to expand the Advance Peace program. This contract amendment will include the scope and related payments for the expanded services. The annual amounts have already been included in the approved and adopted fiscal year 2022/23 budget. There is no additional fiscal impact with this contract amendment.

Background:

For the six years prior to the start of Advance Peace, the City of Woodland was experiencing a continued increase in violent crimes involving firearms. Between 2014-2015, the Police Department partnered with the Federal Bureau of Alcohol, Tobacco and Firearms to conduct undercover buys of illegally possessed firearms. The resulting investigation yielded more than 350 firearms; 120 of these firearms were customized short-barreled rifles. In many instances, local gang member suspects manufactured these firearms. In 2018, Woodland experienced 11 incidents of gun violence. Out of those 11 shootings, four were injured. During 2019 through early 2020, the most violent period, a shooting occurred on average once every ten days. Of the 37 confirmed shootings during this period, eight individuals were injured and four more were killed. Investigations have confirmed that local gang members committed the vast majority of these shootings. Compounding the situation over the past decade, there has been a steady increase in the calls for service impacting the ability of the Police Department to engage in more proactive policing and community engagement.

Discussion:

The City Manager's Office and the Police Department have been actively evaluating strategies to address gun violence in the community. In 2019, the City initiated contact with representatives from Advance Peace, a non-profit organization based in Richmond, California. Advance Peace, through its Peacemaker Fellowship strategy, works to interrupt gun violence in urban neighborhoods by providing transformational opportunities for young adults identified as most likely to be perpetrators and/or victims of gun violence. By working with and supporting a targeted group of individuals at the core of gun hostilities, Advance Peace bridges the gap between anti-violence programming and a hard-to-reach population at the center of violence in urban areas.

The cities of Richmond, Sacramento, Stockton, and Fresno have all partnered with Advance Peace to develop and implement this model and initial assessment shows positive outcomes in each community. Woodland is now seeing similar positive outcomes with the implementation of these same strategies.

Earlier this year, the City pursued an opportunity to secure additional funding to expand the Advance Peace program and submitted a proposal to the Yolo County Community Corrections Partnership for the amount of \$200,000 per year for two years. At their June 2022 meeting, the City Council entered into an agreement with

the County to receive this funding. This additional funding has allowed for the expansion of the current program to include the following:

- Additional personnel: full-time Field Coordinator and part-time assistance from an Employment Specialist Case Manager, Mental Health Clinician and Administrative Specialist.
- Operating costs would increase commensurate with the increase in staff, objectives and goals.

The City's partnership with Advance Peace and its fiscal agent RISE, Inc. and now with the Yolo County Community Corrections Partnership, is in support of the City Council's goal of ensuring Woodland is a safe and resilient community through delivery of high quality public services and infrastructure that ensures the protection of our community from risk or harm.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute an amendment to the existing three-year contract with Advance Peace for expanded services.

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- Advance Peace Contract Amendment
2. Advance Peace Professional Services Agreement 1st AMENDMENT

RESOLUTION NO. _____
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE
EXISTING 3-YEAR CONTRACT WITH ADVANCE PEACE FOR EXPANDED
SERVICES.

WHEREAS, the City has expressed the need to invest in programs to reduce gun violence in the community, in support of the City Council’s goal of ensuring Woodland is a safe and resilient community through delivery of high quality public services and infrastructure that ensures the protection of our community from risk or harm; and

WHEREAS, the City is committed to ensuring that youth and young adults most impacted by gun violence lead productive, safe, healthy and law-abiding lives free from gun violence; and

WHEREAS, Advance Peace, through its Peacemaker Fellowship strategy, works to interrupt gun violence in urban neighborhoods by providing transformational opportunities to young adults identified as most likely to be perpetrators and/or victims of gun violence; and

WHEREAS, the Woodland Police Department submitted a proposal to the Yolo County Community Corrections Partnership in the amount of \$200,000 per year for two years for additional funding that will allow for expansion of the current Advance Peace program.

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

SECTION 1. That the City Council hereby authorizes the City Manager to execute an amendment to the existing three-year contract with Advance Peace for expanded services.

PASSED AND ADOPTED by the City Council this 6th day of September 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

**CITY OF WOODLAND
PROFESSIONAL SERVICES AGREEMENT FOR GUN VIOLENCE REDUCTION
PROGRAM SERVICES**

FIRST AMENDMENT

CM #	001354
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This First Amendment is made and entered into this ____ day of ____, 2022 by and between the City of Woodland, a California municipal corporation (“City”) and Advance Peace (fiscal agent, RISE, Incorporated), a non-profit corporation (“Consultant”). City and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement.

RECITALS

A. Consultant desires to perform and assume responsibility for the provision of certain professional consultant services required by the City on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing gun violence reduction program services to public clients, is licensed in the State of California, and is familiar with the plans of City.

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

C. City desires to engage Consultant to expand the services as mentioned below in Section 1.1

AGREEMENT

1. SCOPE OF SERVICES AND TERM.

1.1 General Scope of Services. Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional gun violence reduction program consulting services necessary for the Project (“Services”). The Services are more particularly described in Exhibit “A” attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules, and regulations. Expanded services will now include a full-time Field Coordinator and part-time assistance from an Employment Case Manager, Mental Health Clinician and Administrative Specialist. The additional personal is expected to result in commensurate increase in objectives, goals and outcomes.

3. FEES AND PAYMENTS.

3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates previously set forth in the original agreement. The total compensation will increase by \$200,000 annually in fiscal year 2021-22 and in fiscal year 2022-23.

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

City of Woodland

ADVANCE PEACE (fiscal agent RISE, Inc.)

By: _____
Ken Hiatt
City Manager

By: _____
DeVone Boggan
Chief Executive Officer, Advance Peace

By: _____
Tico Zendejas
Executive Director, RISE, Inc.

Attest:

Attest:

By: _____
Ana Gonzalez
City Clerk

By: _____
Name
Title

Approved as to Form:

By: _____
Ethan Walsh, City Attorney
Best Best & Krieger LLP



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.10
SUBJECT: Police Mid-Management Unit Side Letter of Agreement

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

Staff Contact:

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

Fiscal Impact:

In preparation of the FY2022/23 budget and General Fund five year forecast, staff assumed the Police Mid-Management Unit employees would receive the higher level of salary adjustments included in the current Memorandum of Understanding (MOU). Because of this, there is very little fiscal impact related to the items proposed for adjustment in the Side Letter of Agreement. Any minor differences can be absorbed within the current year's budget, so no additional budget action is required.

Background:

On June 15, 2021, the City Council approved a Memorandum of Understanding (MOU) between the City and the Woodland Police Mid-Management Unit employees (PMMA). This MOU covered the three-year period from July 1, 2021 to June 30, 2024. Because the labor negotiations with this group were completed in a year that did not coincide with the negotiations of the other two police labor groups, the PMMA MOU included a provision to re-open the MOU if any other Police Department employee group or association received new or better economic contract provisions than those agreed to with the PMMA.

The City completed negotiations and finalized labor agreements with both the Woodland Police Officers' Association (WPOA) and the Woodland Police Supervisors' Association (WPSA) in June 2022. These contracts included some economic provisions that were better than those included in the PMMA MOU. Staff met with PMMA to discuss the addition of some of these provisions to their existing contract on a prospective basis.

Discussion:

Several provisions are recommended to be added to the PMMA MOU through the Side Letter of Agreement. These adjustments will better align the salary and benefit adjustments received, in particular, by the Woodland Police Supervisors' Association (WPSA) with those for the PMMA. Employees covered by the MOU for PMMA typically promote from the WPSA group; aligning the benefits to the extent possible ensures that employees are not negatively impacted by promotion between bargaining units.

The proposed adjustments included in the Side Letter of Agreement are the following:

- **Salary:** The proposed Side Letter will remove the language that makes certain cost of living adjustments (COLAs) contingent upon the performance of CalPERS investments and the impact on the City's contribution rates. This adjustment ensures that the employees in PMMA will receive 1% COLAs on January 1, 2023 and January 1, 2024, regardless of CalPERS performance.
- **Sick Leave:** The monthly sick leave accrual is increased from eight (8) hours per month to ten (10) hours per month.

- Medical Premiums: The City contribution to medical premiums is adjusted to align with the WPSA, which includes an increase of 6% on January 1, 2023 instead of the current 5% increase.
- Retirement Health Savings Plan (RHSP) Contribution: For employees hired after 2006, this provision will increase the monthly contribution by the City from the current \$50 per month to \$100 per month.

Conclusion:

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

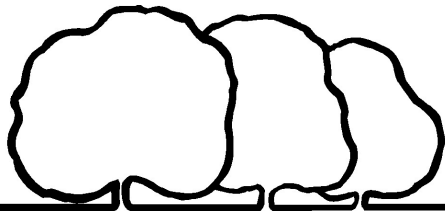
Prepared by: Kim McKinney, Director of Administrative Services

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Ken Hiatt
City Manager

Attachments:

1. PMMA Side Letter of Agreement Sept 2022



City of Woodland

MEMORANDUM

DATE: September 6, 2022

TO: Deputy Chief Anthony Cucchi, Woodland Police Mid-Management Unit

FROM: Ken Hiatt, City Manager

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

This side letter of agreement serves to memorialize the agreement, post labor negotiations, between the City of Woodland and the Woodland Police Mid-Management Unit.

The following modifications shall be made to the Memorandum of Understanding between the City and Woodland Police Mid-Management Unit (PMMA) covering the period from July 1, 2020 to June 30, 2024.

1. **Section 2.1 Salary** is modified to remove the contingency based on CalPERS investment returns as follows:

- Effective January 1, 2023 1.00%
- Effective July 1, 2023 2.00%
- Effective January 1, 2024 1.00%

2. **Section 4.1 Medical Insurance** is hereby modified to increase the annual adjustment as follows:

Effective January 1, 2022, the City will provide a flat health premium contribution of 5% greater than the 2021 contribution. The City's medical contribution will increase by 6% on January 1, 2023 and will increase by 5% annually thereafter. City contributions will be paid according to the following table:

Effective Date	Employee Only	Employee plus One	Family
January 1, 2022	\$877.50	\$1,754.98	\$2,281.49
January 1, 2023	\$930.15	\$1,953.28	\$2,418.36
January 1, 2024	\$976.66	\$2,050.95	\$2,539.28

If the CalPERS PORAC rate increases by more than ten percent (10%) in any given year, the City shall increase the contribution amounts shown herein by fifty percent (50%) of the amount over the ten percent (10%) increase.

3. **Section 4.2 Medical Insurance Upon Retirement** is modified to reflect increased City RSHP contributions and increased sick leave accruals as follows:

4.2.3.5 Contributions: The City shall contribute \$100 per month to the employee's RHSP account; likewise, the employee shall contribute \$50 per month to their RHSP account. These contributions shall start after an employee has successfully completed their initial probationary period. However, upon successful completion of probation, the City shall contribute a lump sum of \$100 per month for each month served in the employee's initial probation.

4.2.3.7 Conversion of Sick Leave. Once an employee has accrued 500 hours of sick leave, the City shall convert 50% of additional sick leave earned to a cash contribution to an employee's RHSP account. This results in all sick leave earned above 500 hours being changed to five (5) hours per month (versus ten (10) hours) with the value of five (5) hours of salary being contributed to the employee's RHSP account

4. **Section 5.4.1 Sick Leave Accumulation** is modified increase monthly accrual as follows:
- Employees can earn and accumulate sick leave at the rate of ten (10) hours per month. An employee continues to earn sick leave while on any paid leave. There shall be no limit to the amount of sick leave credit an employee may accrue.

Resolution 7729, adopting the MOU between the City and the PMMA is hereby modified as reflected in the sections listed above. All other provisions of the MOU remain unchanged, unless the parties mutually agree to reopen negotiations.

AGREED TO THIS DATE: _____

FOR THE CITY OF WOODLAND

FOR the Woodland Police Mid-Management
Unit

Ken Hiatt
City Manager

Anthony Cucchi
Woodland Police Mid-Management Unit



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.11
SUBJECT: Child Care Connections Network

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to negotiate and enter into an Agreement with Yolo County Office of Education to provide City funding to develop a Child Care Connections Network and to amend the Fiscal Year 2022/23 budget to appropriate \$115,000 to the General Fund (Fund 101).

Staff Contact:

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

Fiscal Impact:

The City will provide \$115,000 in City funding for the development of a Yolo Child Care Connections Network (Yolo County will also provide \$115,000). The City was allocated \$11.1 million in American Rescue Plan Act (ARP) funding from the federal government. A significant portion of this funding (\$10 million) can be used by the City to pay for general government functions, which has, in turn, created some limited-term and one-time funding flexibility in the City's General Fund. The funds for this project are recommended to be allocated from the General Fund reserve balance and were included in the City's ARP Spending Plan.

Background:

The 2020 Yolo County Local Child Care Planning Council Needs Assessment stated an immediate need for the following in Yolo County:

- Strengthening the child care workforce;
- Continued training and technical support to child care providers, including license exempt family, friend, and neighbor providers;
- Establishing a unified early learning infrastructure; and
- Increased awareness and increased funding for quality subsidized child care.

Child care is offered in a variety of ways in the county, with the most common being licensed child care centers (59%), license exempt providers (21%), and licensed family child care providers and care providers (20%). License exempt providers may include those caring for children that may be a friend, family, or neighbor. It is difficult to identify how many license-exempt child care providers there are in Yolo County, although estimates are around 1,800.

In Yolo County this year, there are 24,126 children with parents in the workforce and 9,122 licensed child care slots available (leaving a gap in service of about 15,000 spots).

Discussion:

YCOE has approached the County and the City to receive ARP funding in order to develop a Yolo Child Care Connections Network focused on Woodland and rural Yolo County. This program would:

1. Support existing licensed child care centers, licensed Family Child Care providers; and family, friend, and neighbor providers in Woodland and rural Yolo County, and

2. Grow and expand the network of child care providers to increase available child care slots for infants and toddlers and school-age child care.

YCOE would hire a child care coordinator to develop the necessary infrastructure to build and support the Yolo Child Care Connections Network in Woodland and rural Yolo County, as there is limited engagement and support in these areas. Woodland has the highest degree of unmet need related to child care, followed by rural Yolo County.

Specifically, the Child Care Coordinator would primarily focus on providing support for:

1. Expanding the number of infant and toddler slots in the County,
2. Improving facility needs for current child care providers,
3. Providing on-going training and professional development, and
4. Providing supportive technical assistance for current child care providers.

YCOE anticipates hiring a Child Care Coordinator in fall/winter 2022.

Staff is requesting authorization to enter into an agreement with YCOE that includes the following terms:

1. City will provide funding in two installments (each installment payment will be in the amount of \$57,500) for an amount not to exceed \$115,000. Any unused funds will be retained by or returned to the City.
2. The second installment will be paid upon successful demonstration of expending the first installment payment and a plan for the use of the second installment payment.
3. Funds will be used by YCOE to hire a Child Care Coordinator to develop and implement the Yolo Child Care Connections Network.
4. The Coordinator will focus on expanding the number of infant and toddler slots in Woodland and rural Yolo County, improving facility needs for current child care providers, providing on-going training and professional development, and providing technical assistance for current child care providers.
5. The program will be in operation for a minimum of 5 years. Progress reports will be provided to the City twice a year outlining the number of child care providers in Woodland and rural Yolo County, how many new child care providers have been added/expanded since the last report/inception of program, the number of children served by the program, and the number of low income families utilizing the program. The reports will also document any facility improvement projects consulted on, training and professional development that was provided (and the number of individuals in attendance) and types of technical support provided to current childcare providers. All metrics shall delineate Woodland-based providers as well as families/children served.
6. The Child Care Coordinator will be hired by YCOE prior to the payment of the second installment and will be employed at least through June 30, 2024 to develop and implement the program. The program will operate for a minimum of five years.

Yolo County Board of Supervisors approved the funding request for \$115,000 earlier this year. This action would authorize a one-time appropriation of City funds and complete the funding needed to establish the program and provide much needed support for child care providers in the community.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to negotiate and enter into an Agreement with Yolo County Office of Education to provide City funding to develop a Child Care Connections Network and to amend the Fiscal Year 2022/23 budget to appropriate \$115,000 to the General Fund (Fund 101).

Prepared by: Christine Engel, Community Services Director

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

Ken Hiatt
City Manager

Attachments:

1. Resolution YCOE Coordinator

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT TO
PROVIDE CITY FUNDING TO YOLO COUNTY OFFICE OF EDUCATION FOR THE
YOLO CHILD CARE CONNECTIONS NETWORK AND TO APPROPRIATE \$115,000
IN FUNDING**

WHEREAS, the demand for child care in Woodland exceeds the availability of childcare; and

WHEREAS, a priority initiative of the City Council of the City of Woodland for 2021 and 2022 is to address community child care needs; and

WHEREAS, there is a need to support existing child care providers and to grow and expand the network of child care providers through YCOE's proposed Yolo Child Care Connections Network; and

WHEREAS, funding for this project will be provided by General Fund reserves.

NOW THEREFORE BE IT RESOLVED:

Section 1: The City Council of the City of Woodland hereby authorizes the City Manager to negotiate and enter into an Agreement with Yolo County Office of Education to provide City funding to develop a Child Care Connections Network that includes the following terms:

1. City will provide funding in two installments (each installment payment will be in the amount of \$57, 500) for an amount not to exceed \$115,000. Any unused funds will be retained by or returned to the City.
2. The second installment will be paid upon successful demonstration of expending the first installment payment and a plan for the use of the second installment payment.
3. Funds will be used by YCOE to hire a Child Care Coordinator to develop and implement the Yolo Child Care Connections Network.
4. The Coordinator will focus on expanding the number of infant and toddler slots in Woodland and rural Yolo County, improving facility needs for current child care providers, providing on-going training and professional development, and providing technical assistance for current child care providers.
5. The program will be in operation for a minimum of 5 years. Progress reports will be provided to the City twice a year outlining the number of child care providers in Woodland and rural Yolo County, how many new child care providers have been added/expanded since the last report/inception of program, the number of children served by the program,

and the number of low income families utilizing the program. The reports will also document any facility improvement projects consulted on, training and professional development that was provided (and the number of individuals in attendance) and types of technical support provided to current childcare providers. All metrics shall delineate Woodland-based providers as well as families/children served.

6. The Child Care Coordinator will be hired by YCOE prior to the payment of the second installment and will be employed at least through June 30, 2024 to develop and implement the program. The program will operate for a minimum of five years.

Section 2: The City Attorney is hereby authorized to make clarifying and confirming changes to the Agreement.

Section 3: The Fiscal Year 2022/23 budget is hereby amended to appropriate \$115,000 to the General Fund (Fund 101).

PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 6th day of September, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayra Vega, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: F.12
SUBJECT: Fiscal Year 2022/23 Authorized Full Time Position Adjustments

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, approving changes to the Authorized Full Time Equivalent Positions for Fiscal Year 2022/23, approve changes to several job descriptions and approve the updated salary schedule as of September 2022.

Staff Contact:

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

Fiscal Impact:

The proposed adjustments to authorized staffing and to the revised pay grades associated with the classifications discussed herein are anticipated to have an overall City impact of approximately \$75,000 spread across multiple City funds, including the General, Water Enterprise, Transportation Development Act and Sustainability Funds. Staff will review the overall budgets for all City funds during the mid-year budget review in February 2023. Although no significant changes are expected as a result of the proposed recommendations herein, any projected shortfalls in funding needed would be identified at that time.

Discussion:

To assist with evolving organizational needs as well as staffing resource challenges, staff is proposing changes to several job descriptions, assigned pay classifications for certain jobs and changes in authorized full time equivalent (FTE) positions. The following is a brief discussion of the items proposed herein.

City Manager's Office of Equity, Environment, Economy and Engagement

The City Manager is establishing an office of Equity, Environment, Economy, and Engagement to bring greater focus to priority topic areas that span the organization as well as the community. Initially, this work group will integrate existing staff within the Environmental Resources and Economic Development Divisions of the Community Development Department. Over the coming year, as the City progresses with development of its Equity Action Plan as well as implementation of improved community engagement strategies, additional resources are anticipated and will be presented as part of the Mid-Year and/or FY24 Budgets. The supervision of this work group will be primarily overseen by the City's Communications Manager with active engagement by the City Manager. Changes to the job title/descriptions and salary ranges for the Communications Manager and Environmental Resources Analyst positions are proposed as part of the recommendations included in this item to better align the new duties and anticipated assignments for these positions.

Additional Departmental Changes

While staff endeavors to address staffing and organizational changes as part of the regular budget process, we are continuously evaluating and making adjustments to resource allocations to best align staffing with service needs. Several, more immediate changes are proposed with this item and are summarized below. Additional adjustments are being reviewed and are anticipated to be presented to the Council for consideration over the coming months.

Changes to Authorized FTEs in Public Works, Finance, and Community Development:

- Authorize the Maintenance Supervisor and remove the Senior Maintenance Worker. The street crew in Public Works is currently fully staffed for the first time in several years. The needs of the division require some higher level administrative and supervisory work that is best suited for the Maintenance Supervisor position, rather than the Senior Maintenance Worker, who is currently covering duties beyond the scope of the job.
- Authorize Finance Supervisor and remove Accountant I/II. The Finance Supervisor's role in the Finance division oversees the daily operations of all customer-facing Finance duties, including utility billing and customer payments, accounts payable, purchasing and payroll. These duties have been handled recently by the Management Analyst in the department, but filling the Supervisor position will free up the Analyst to do other, more complex and technical work. This would negate the need to fill the lower level Accountant position.
- Temporary overfill of Management Analyst I/II. Due to the impending retirement of a long-time City employee, staff is requesting authorization to temporarily overfill the authorized FTEs for the Management Analyst position. This will allow for some overlap and training of the new staff prior to the departure of the existing staff.

Changes to Salary Ranges:

- Communications and Strategic Policy Manager (formerly Communications Manager) range adjusted from 131 to 134 to reflect the increased level of complexity and supervisory responsibilities with the revised position.
- Senior Environmental Resources Analyst - added at 131 range to correspond to the level of complexity and supervisory responsibilities of the revised position.
- Electrical/Signs & Marking Supervisor - staff is proposing to move this job out of the Woodland City Employee's Association and into the Mid-Management Professional Association. This will better align the position with others in the City that are at a similar level in the organization with similar job responsibilities. No changes are proposed to the job description, and staff is proposing to assign pay range 134; this will keep the compensation similar to what the position is currently assigned.
- In previous negotiations with the Woodland City Employee's Association (WCEA), several pay adjustments were made to positions that were identified to have pay structures which were out of line with the market and the City's typical comparison agencies. At that time, the job classification of Utility Maintenance Worker (UMW) was identified for adjustment. The staff in the Water Production division within Public Works, the Water System Operator (WSO) series of job classifications, should have been included in that adjustment but were inadvertently left out. The proposed action tonight would align the WSO pay scales with those of the UMW series. The proposed ranges are as follows:
 - Water Systems Operator I - Current range 40; proposed range 42
 - Water Systems Operator II - Current range 45; proposed range 50
 - Senior Water Systems Operator - Current range 50; proposed range 54

Conclusion:

Staff recommends that the City Council approve Resolution No. _____, Approving Changes to the Authorized Full Time Equivalent Positions for Fiscal Year 2022/23, approve changes to several job descriptions and approve the updated salary schedule as of September 2022.

Prepared by: Kim McKinney, Director of Administrative Services



Ken Hiatt
City Manager

Attachments:

1. FY2022-23 Authorized FTE Adjustment Resolution
2. Exhibit A - Authorized FTE Adjustments
3. Communications and Strategic Policy Manager - Job Description
4. Environmental Resource Analyst /Sr - Job Description
5. Propsoed Salary Schedule - effective 10.1.2022

RESOLUTION NO: _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING CHANGES TO AUTHORIZED FULL TIME EQUIVALENT POSITIONS
FOR FISCAL YEAR 2022/23**

WHEREAS, the fiscal year 2022/23 budget for the City of Woodland was approved and adopted by City Council on June 21, 2022; and

WHEREAS, the approved budget included Council authorization of detailed Full-time Equivalent positions, by classification; and

WHEREAS, due to business needs and planned staff retirements, staff has identified a need to make some adjustments to the authorized position listing and some related job descriptions; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND HEREBY RESOLVES:

Section 1. The authorized Full-time Equivalent listing is modified for certain classifications detailed in Exhibit A.

Section 2. A temporary overhire of one Management Analyst I/II position is authorized.

Section 3. The salary schedule is approved to reflect updated job descriptions and all salary adjustments.

PASSED AND ADOPTED by the City Council this 6th day of September 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayra Vega, Mayor

ATTEST:

_____,
Ana B. Gonzalez, City Clerk

APPROVED AS TO FORM

Ethan Walsh, City Attorney

CITY ORGANIZATION

Employee Summary - Citywide

Classification	Approved FY2022/23	Proposed Changes	Proposed FY2022/23
Accountant I/II	1	-1	0
Finance Supervisor	0	1	1
Maintenance Supervisor	0	1	1
Senior Maintenance Worker	1	-1	0
Total Full-Time Equivalents Positions	2	0	2



COMMUNICATION AND STRATEGIC POLICY MANAGER

DEFINITION

To develop, implement, and manage the City's comprehensive communication plans, public outreach and media strategies. Develops, coordinates and assists with City-wide strategic initiatives, policies, programs, and special projects; government relations and coordination of legislative advocacy; and to provide highly responsible and complex analytical support to the City Manager's Office.

DISTINGUISHING CHARACTERISTICS

This is a single mid-management level classification that reports to the City Manager or his/her designee and is responsible for maintaining contact and open channels of communication with City officials, media, and the public regarding operations and objectives of City government.

SUPERVISION RECEIVED AND EXERCISED

General direction is provided by the City Manager. Responsibilities may include direct and indirect supervision of assigned professional, clerical and technical staff. Exercises discretion and independent judgement with respect to assigned duties.

ESSENTIAL JOB FUNCTIONS- The following are typical illustrations of duties encompassed by the job class, not an all inclusive or limiting list:

- Develop and execute strategic communication and public outreach plans in consultation with City management and City Council to promote initiatives and priorities of the City; work with all City departments to coordinate and manage all external and internal communications.
- Provide advice and support to City staff and elected/appointed officials regarding public and media relations, including goals, strategies, tactics and tools, as appropriate; assists City management and City Council on developing and implementing the most effective approach to communicate with the public and staff about matters of importance and sensitivity.
- Plan, develop, and implement comprehensive communication and public information programs for the City's written, oral, and multi-media communications with the public, news media, social media platforms, and City staff.
- Develop and maintain effective branding strategies for City's communications.

- Respond to requests for information and coordinate its dissemination to the media, community groups, and the general public or designates another information source.
- Assist City staff and elected officials with appropriate written, oral and multi-media communications; prepare talking points, key messages, media alerts, public announcements, presentations and other informational materials related to public information.
- Organize and update emergency public information communications strategies during a local disaster or other crisis situations; may participate in an active emergency operation center (EOC).
- Develop, manage and provide oversight of the City's overall social media strategy and presence.
- Arrange, promote, and participate in special events including dedication ceremonies, appreciation events, and city/community functions.
- Develop and implement methods and materials promoting special events sponsored by the City.
- Plan, conduct and coordinate public opinion research and surveys to determine interest and communicate results to management or staff; identify trends and monitor public information legislation, advise on trends and make recommendations.
- Provide management oversight of the City's external website and intranet; ensures website content is appropriate and aligns with City communication plans, strategies and website design standards; establish best practices and guidelines for maintaining the web site and other electronic communications, such as social media.
- Track and analyze Federal and State legislation.
- Research, conceptualize, plan, communicate and/or coordinate implementation of new strategic initiatives that promote a stronger more resilient city including social equity, economic prosperity and environmental sustainability.
- Coordinate with other departments for the preparation and implementation of the City's sustainability and climate resiliency efforts and projects.
- Supervise staff and work groups as assigned by the City Manager.
- Establish and maintain positive working relationships with co-workers, other City employees, other public agencies, community groups, and the public using principles of good public relations and customer service; act as liaison with the community and represent the City at meetings.
- Perform other duties as assigned.
- Regular, predictable, consistent and timely attendance is an essential function of the position, in that Employee must be present to work to complete assigned tasks.

QUALIFICATIONS

Knowledge of:

- Principles, practices and problems related to public administration and local, state and federal government services;
- Current principles, procedures, and best practices related to communication, public information and media, and community and public relations in a local government environment;
- Techniques and methods used in evaluating the effectiveness of a public information program;
- Effective techniques for branding and marketing within a public agency environment;
- Current, relevant and emerging information sources in the fields of communication, marketing, public relations and public administration;
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, various business, professional, educational and regulatory organizations, and the public;
- Effective and accurate writing, editing, publishing procedures and media requirements for dissemination of information, including styles and techniques, concepts and practices of researching, interviewing, branding, marketing and graphic illustration;
- Fundamentals of web content design and development;
- Political, social, environmental, and community development issues, and legislative developments of importance to the community and City;
- Legislative processes and principles;
- Emergency and crisis management techniques and practices;
- Effective principles and methods of staff evaluation and supervision.

Ability to:

- Plan, organize and coordinate the activities of a centralized communications and public relations function;
- Develop sound communications and public relations strategies and deliverables;
- Manage a variety of administrative operations, functions, and projects;
- Interpret and apply laws, regulations, policies and procedures related to communications and public relations in a municipal environment;
- Analyze complex problems, make decisions rapidly within the scope of authority and recommend solutions and strategies to the Department Heads, City Manager and/or City Council;
- Establish and maintain effective working relationships with City staff, Council members, the media, the public and various outside agencies;
- Communicate effectively, in a clear, concise and effective manner, both orally and in writing;
- Effectively use emergent technologies and methods related to communications and public relations;

- Operate computer software such as desktop publishing, presentation software, graphic design, spreadsheets and databases;
- Design, develop and manage web pages;
- Evaluate programs in terms of cost effectiveness and utility to City government;
- Anticipate and respond to public information/awareness needs;
- Break down complex issues in a manner that is easily communicated and understood by a diverse audience;
- Work around obstacles to develop and implement creative solutions to problems;
- Meet overlapping and conflicting deadlines and adapt well to last minute changes in assignments and priorities;
- Maintain composure in stressful situations, competing or conflicting demands, ambiguous assignments, interruptions and distractions;
- Prepare and administer a budget;
- Evaluate and supervise staff.

Education and Experience:

Any combination of experience and training that provides the required knowledge and abilities is qualifying. A typical way to acquire the knowledge and abilities would be:

Education:

Equivalent to a Bachelor's degree from an accredited four-year college or university with major coursework in communications, marketing, public relations, public administration or other related field. Masters Degree in a similar or related field highly desirable. A Master's degree may substitute for experience, (up to two (2) years).

Experience:

Four (4) years of progressively responsible, professional level experience in the field of public information, public relations, communications, journalism or marketing. Government experience is highly desirable.

License or Certificate

- Requires possession of a valid Class C California driver's license.

ADA COMPLIANCE

Physical Ability: Positions in this class typically require climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, climbing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions.

Light Work: Exerting in excess of 100 pounds of force occasionally, and/or in excess of 25 pounds of force constantly to move objects.

Other Requirements:

Sensory Requirements: Requires the ability to recognize and identify similarities and differences between shade, degree or value of colors, shapes, sounds, forms, textures or physical appearance associated with objects and people.

Environmental Factors: May be subjected to moving mechanical parts, electrical currents, vibrations, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures, work space restrictions, intense noises, and environmental dangers.

Council Approval: September 6, 2022



ENVIRONMENTAL RESOURCE ANALYST SENIOR ENVIRONMENTAL RESOURCE ANALYST

DEFINITION

Develop, implement, and promote environmental programs to include Water Conservation, and Solid Waste Reduction and provide a wide variety of technical and administrative functions related to natural resource management and environmental sustainability policies and compliance.

SUPERVISION RECEIVED AND EXERCISED

General direction is provided by the City Manager or designee.

Responsibilities include direct supervision of the Conservation Coordinator(s) and may include direct or indirect supervision of volunteer, part-time or technical staff.

DISTINGUISHING CHARACTERISTICS

Environmental Resource Analyst – This is the journey level class of the Environmental Resource Analyst series. Positions at this level perform the full range of complexity of duties as assigned with minimal assistance or direction. Incumbents are thoroughly familiar with the programs and projects within their division, and possess technical expertise related to assigned program responsibilities.

Senior Environmental Resource Analyst – This is the advanced journal level in the Environmental Resource Analyst series. Positions at this level are distinguished from the Analyst level by the breadth of experience and knowledge gained by working at the City of Woodland or other municipal agencies on a wide variety of projects. Positions in this class are flexibly staffed and are always filled by advancement from the Environmental Resource Analyst level.

EXAMPLES OF DUTIES

The following are typical illustrations of duties encompassed by the job class, and are not an all-inclusive or limiting list.

ESSENTIAL JOB FUNCTIONS

Oversee contracts, including the City's solid waste franchise, and related programs, ensuring compliance with local, state and federal requirements.

Oversee the Water Conservation Program and related issues.

Provide environmental resource management support on city land stewardship issues.

Supervise the development and implementation of City resource conservation and related outreach and education programs, to include supervision of the development and distribution of appropriate curriculum materials for presentation to schools, community groups and neighborhood groups. Respond to citizen concerns and requests for information and assistance.

Identify, track, analyze and monitor state and regional environmental activities with the potential to affect existing and future City resources, including utilities, solid waste and energy issues.

Assist in defining goals, performance metrics, and a long-range plan for environmental sustainability and programs. Monitor and evaluate program effectiveness, document performance trends, and recommend and implement modifications to improve program effectiveness. Develop alternatives and make recommendations regarding City resource management programs including utilities, solid waste, transportation and energy issues.

Track and analyze related legislation and make recommendations for City involvement in pending legislation and compliance with existing legislation.

Accumulate data, conduct research, analyze and summarize statistical data and prepare reports including Council Communications, information flyers, newsletters, and press releases.

Assist in supporting staff liaison to committees or commissions pertaining to environmental and natural resource management, when needed.

Provide technical support and assist with implementation of City's Climate Action Plan.

Respond to citizen concerns and requests for information and assistance.

Select, coach, mentor, train, and evaluate assigned staff.

Regular, predictable, consistent and timely attendance is an essential function of the position, in that Employee must be present to work to complete assigned tasks.

OTHER JOB FUNCTIONS

Make presentations regarding water resource and environmental issues for both large and small group settings.

Develop and analyze long-range financial needs.

Administer vendor contracts and agreements.

Make recommendations, track and monitor the budgets applicable to the programs supported by environmental resource specialist (water supply and conservation/solid waste/energy).

Represent the City at State, Regional, Community, and professional meetings as needed.

Perform related duties as assigned.

QUALIFICATIONS

Environmental Resource Analyst

Knowledge of:

Principles and practices of resource management, including implementing outreach and education programs to adhere with the intention and direction of policy makers.

Techniques used in the long range planning, analysis and forecasting of resource needs and methods of achieving those needs.

Customer relations concepts and techniques including measuring and predicting behavioral changes.

Recent developments, current literature and sources of information regarding natural resource management.

Conducting environmental audits and protocols for natural resource assessments.

Advanced computer skills including the use of analytical and statistical modeling, database, presentation, and telecommunications software.

Methods and requirements for grant proposals and grant administration.

Principles, techniques and requirements for writing and administering service contracts.

Skill to:

Plan, coordinate, and prioritize work in assigned areas of responsibility.

Work with a minimum of supervision and exercise initiative and sound judgment.

Provide management and supervision of staff.

Prepare technical analyses and reports.

Work cooperatively with other departments, outside agencies and the public.

Communicate effectively, both orally and in writing.

Establish and maintain effective work relationships with those contacted in the performance of required duties.

Senior Environmental Resource Analyst

In addition to the qualifications for Environmental Resource Analyst:

Ability to:

Plan, coordinate, and prioritize work in assigned areas of responsibility. Work with minimum supervision and exercise initiative and sound judgment. Manage multiple projects simultaneously.

Research and analyze complex problems and situations.

Identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.

Ability to:

Meet the physical requirements necessary to safely and effectively perform the assigned duties.

Do field reconnaissance and inspections of areas affecting City natural resources.

MINIMUM QUALIFICATIONS

Education and Experience:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Environmental Resource Analyst: Education:

Bachelor's degree (or the equivalent of 120 completed semester units) from an accredited college or university with major coursework in environmental studies, biology, water resources or a closely related field.

Experience:

Two years of increasingly responsible work experience in environmental studies, water resources, or a closely related field with experience in outreach and education programs. Prefer some experience in a supervisory capacity.

License or Certificate:

Possession of a valid Class C driver's license.

Senior Environmental Resource Analyst:

Education:

Bachelor's degree (or the equivalent of 120 completed semester units) from an accredited college or university with major coursework in environmental studies, biology, water resources or a closely related field.

Experience:

Four years increasingly responsible work experience in environmental studies, water resources, sustainability or a closely related field, with experience in outreach and education programs. One (1) or more years in a supervisory capacity is required.

ADA COMPLIANCE

Physical Ability: Positions in this class typically require climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, talking, hearing, seeing, and repetitive motions.

Heavy Work: Exerting in excess of 25 pounds of force occasionally, and/or in excess of 10 pounds of force constantly to move objects.

Other Requirements:

Sensory Requirements: Requires the ability to recognize and identify similarities and differences between shade, degree or value of colors, shapes, sounds, forms, textures or physical appearance associated with objects and people.

Council Action: September 6, 2022

CITY OF WOODLAND - SALARY SCHEDULE
Effective October 1, 2022
REGULAR FULL-TIME EMPLOYEES - MONTHLY SALARY

CLASSIFICATION	RANGE	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Accountant I	116	MM	\$5,178.43	\$5,437.34	\$5,709.21	\$5,994.66	\$6,294.40	\$6,609.12		
Accountant II	120	MM	\$5,716.01	\$6,001.81	\$6,301.89	\$6,616.98	\$6,947.83	\$7,295.23		
Accounting Technician	45	GS	\$4,506.63	\$4,731.96	\$4,968.56	\$5,216.99	\$5,477.84	\$5,751.73		
Administrative Clerk I	28	GS	\$2,961.73	\$3,109.82	\$3,265.31	\$3,428.58	\$3,600.00	\$3,780.00		
Administrative Clerk II	32	GS	\$3,269.20	\$3,432.66	\$3,604.30	\$3,784.51	\$3,973.73	\$4,172.42		
Administrative Clerk III	36	GS	\$3,608.59	\$3,789.02	\$3,978.48	\$4,177.41	\$4,386.28	\$4,605.60		
Administrative Secretary	42	GS	\$4,184.85	\$4,394.10	\$4,613.80	\$4,844.50	\$5,086.71	\$5,341.05		
Administrative Supervisor	47	GS	\$4,734.78	\$4,971.52	\$5,220.10	\$5,481.10	\$5,755.16	\$6,042.92		
Aquatics Coordinator	32	GS	\$3,269.20	\$3,432.66	\$3,604.30	\$3,784.51	\$3,973.73	\$4,172.42		
Aquatics Supervisor	48	GS	\$4,853.14	\$5,095.80	\$5,350.60	\$5,618.13	\$5,899.03	\$6,193.98		
Assist City Manager/Comm & Econ Dev Dir	Contract		\$12,463.47				\$16,001.30			
Assistant Engineer	125	MM	\$6,467.13	\$6,790.49	\$7,130.01	\$7,486.52	\$7,860.84	\$8,253.88		
Assistant Planner	118	MM	\$5,440.57	\$5,712.60	\$5,998.23	\$6,298.15	\$6,613.05	\$6,943.70		
Associate Civil Engineer	131	MM	\$7,499.89	\$7,874.88	\$8,268.63	\$8,682.05	\$9,116.17	\$9,571.98		
Associate Engineer	127	MM	\$6,794.53	\$7,134.26	\$7,490.96	\$7,865.53	\$8,258.80	\$8,671.74		
Associate Planner	124	MM	\$6,309.40	\$6,624.87	\$6,956.11	\$7,303.91	\$7,669.12	\$8,052.57		
Building Inspection Services Manager	132	MM	\$7,687.38	\$8,071.76	\$8,475.34	\$8,899.11	\$9,344.07	\$9,811.27		
Building Inspector I	49	GS	\$4,974.48	\$5,223.20	\$5,484.36	\$5,758.58	\$6,046.50	\$6,348.83		
Building Inspector II	53	GS	\$5,490.89	\$5,765.44	\$6,053.71	\$6,356.39	\$6,674.21	\$7,007.92		
Chief Building Official	140	MM	\$9,366.34	\$9,834.65	\$10,326.39	\$10,842.70	\$11,384.84	\$11,954.08		
Chief Collection Systems Operator	132	MM	\$7,687.38	\$8,071.76	\$8,475.34	\$8,899.11	\$9,344.07	\$9,811.28		
Chief Plant Operator	132	MM	\$7,687.38	\$8,071.76	\$8,475.34	\$8,899.11	\$9,344.07	\$9,811.28		
Chief Project Engineer	145	MM	\$10,597.16	\$11,127.00	\$11,683.37	\$12,267.53	\$12,880.90	\$13,524.94		
Chief Water Systems Operator	132	MM	\$7,687.38	\$8,071.76	\$8,475.34	\$8,899.11	\$9,344.07	\$9,811.27		
Children's Librarian II	118	MM	\$5,440.57	\$5,712.59	\$5,998.23	\$6,298.15	\$6,613.05	\$6,943.70		
City Clerk	Contract		\$7,630.73				\$10,598.24			
City Engineer	145	MM	\$10,597.15	\$11,127.00	\$11,683.37	\$12,267.53	\$12,880.90	\$13,524.94		
City Manager	Contract						\$23,504.00			
Code Compliance Officer I	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52		
Code Compliance Officer II	50	GS	\$5,098.84	\$5,353.78	\$5,621.46	\$5,902.54	\$6,197.67	\$6,507.55		
Communications and Strategic Policy Manager	134	MM	\$8,071.75	\$8,475.35	\$8,899.11	\$9,344.07	\$9,811.27	\$10,301.84		
Community Development Clerk I	32	GS	\$3,269.20	\$3,432.66	\$3,604.30	\$3,784.51	\$3,973.73	\$4,172.42		
Community Development Clerk II	37	GS	\$3,698.80	\$3,883.75	\$4,077.93	\$4,281.83	\$4,495.91	\$4,720.71		
Community Development Director	Contract		\$11,305.55				\$14,682.50			
Community Development Technician I	42	GS	\$4,184.85	\$4,394.10	\$4,613.80	\$4,844.50	\$5,086.71	\$5,341.05		
Community Development Technician II	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52		
Community Risk Reduction Specialist I	Base	F	\$5,003.33	\$5,253.73	\$5,516.40	\$5,792.23	\$6,081.82			
Community Risk Reduction Specialist II	Base	F	\$5,380.23	\$5,649.26	\$5,931.72	\$6,228.30	\$6,539.73			
Community Risk Reduction Specialist Senior	Base	F	\$5,957.26	\$6,255.14	\$6,567.90	\$6,896.29	\$7,241.11			
Community Services Director	Contract		\$11,305.55				\$14,682.50			
Community Services Officer	Base	P	\$4,283.15	\$4,497.30	\$4,722.16	\$4,958.29	\$5,206.20	\$5,466.52		

Community Services Program Manager	125	MM	\$6,467.13	\$6,790.49	\$7,130.01	\$7,486.52	\$7,860.84	\$8,253.88		
Conservation Coordinator	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52		
Construction Project Manager	129	MM	\$7,138.50	\$7,495.43	\$7,870.19	\$8,263.71	\$8,676.90	\$9,110.74		
Crime Prevention Specialist	Base	P	\$4,283.15	\$4,497.30	\$4,722.16	\$4,958.29	\$5,206.20	\$5,466.52		
Deputy Chief (aka Police Captain)	Base	PM	\$11,445.75	\$12,018.05	\$12,618.95	\$13,249.91	\$13,912.39	\$14,608.02	\$15,338.42	\$16,105.35
Deputy Director of Community Development	Contract		\$9,927.40				\$12,727.43			
Deputy Fire Chief	Flat	FM	\$11,213.73	\$11,774.41	\$12,363.13	\$12,981.27	\$13,741.27			
Director of Administrative Services	Contract		\$11,305.55				\$14,682.50			
Economic Development Manager	136	MM	\$8,485.44	\$8,909.71	\$9,355.20	\$9,822.96	\$10,314.10	\$10,829.81		
Electrical / Signs & Markings Supervisor	134	MM	\$8,071.75	\$8,475.35	\$8,899.10	\$9,344.06	\$9,811.28	\$10,301.84		
Electrician's Assistant	43	GS	\$4,289.47	\$4,503.94	\$4,729.15	\$4,965.61	\$5,213.89	\$5,474.59		
Engineering Aide I	33	GS	\$3,350.93	\$3,518.48	\$3,694.41	\$3,879.12	\$4,073.07	\$4,276.73		
Engineering Aide II	37	GS	\$3,698.80	\$3,883.75	\$4,077.93	\$4,281.83	\$4,495.91	\$4,720.71		
Engineering Assistant	56	GS	\$5,913.09	\$6,208.75	\$6,519.19	\$6,845.14	\$7,187.40	\$7,546.77		
Engineering Technician I	44	GS	\$4,396.71	\$4,616.55	\$4,847.38	\$5,089.75	\$5,344.24	\$5,611.45		
Engineering Technician II	48	GS	\$4,853.14	\$5,095.80	\$5,350.60	\$5,618.13	\$5,899.03	\$6,193.98		
Engineering Technician III	52	GS	\$5,356.97	\$5,624.81	\$5,906.06	\$6,201.36	\$6,511.43	\$6,837.00		
Environmental Compliance Inspector I	39	GS	\$3,886.05	\$4,080.35	\$4,284.38	\$4,498.59	\$4,723.52	\$4,959.70		
Environmental Compliance Inspector II	43	GS	\$4,289.47	\$4,503.94	\$4,729.15	\$4,965.61	\$5,213.89	\$5,474.59		
Environmental Compliance Specialist	49	GS	\$4,974.48	\$5,223.20	\$5,484.36	\$5,758.58	\$6,046.50	\$6,348.83		
Environmental Resources Analyst	127	MM	\$6,794.53	\$7,134.26	\$7,490.96	\$7,865.53	\$8,258.80	\$8,671.73		
Environmental Sustainability Manager	131	MM	\$7,499.89	\$7,874.88	\$8,268.63	\$8,682.05	\$9,116.17	\$9,571.98		
Equipment Service Clerk	32	GS	\$3,269.20	\$3,432.66	\$3,604.30	\$3,784.51	\$3,973.73	\$4,172.42		
Equipment Service Worker	34	GS	\$3,434.71	\$3,606.44	\$3,786.76	\$3,976.10	\$4,174.91	\$4,383.66		
Executive Assistant - Confidential		C	\$4,650.80	\$4,883.34	\$5,127.51	\$5,383.89	\$5,653.08	\$5,935.74		
Facility Maintenance Worker I	35	GS	\$3,520.57	\$3,696.61	\$3,881.43	\$4,075.50	\$4,279.28	\$4,493.25		
Facility Maintenance Worker II	41	GS	\$4,082.78	\$4,286.92	\$4,501.27	\$4,726.33	\$4,962.65	\$5,210.78		
Facility Maintenance Worker III	45	GS	\$4,506.63	\$4,731.96	\$4,968.56	\$5,216.99	\$5,477.84	\$5,751.73		
Finance Clerk I	32	GS	\$3,269.20	\$3,432.66	\$3,604.30	\$3,784.51	\$3,973.73	\$4,172.42		
Finance Clerk II	37	GS	\$3,698.80	\$3,883.75	\$4,077.93	\$4,281.83	\$4,495.91	\$4,720.71		
Finance Clerk III	41	GS	\$4,082.78	\$4,286.92	\$4,501.27	\$4,726.33	\$4,962.65	\$5,210.78		
Finance Director	Contract		\$9,562.32				\$12,275.28			
Finance Officer	141	MM	\$9,600.50	\$10,080.51	\$10,584.54	\$11,113.78	\$11,669.47	\$12,252.94		
Finance Specialist	41	GS	\$4,082.78	\$4,286.92	\$4,501.27	\$4,726.33	\$4,962.65	\$5,210.78		
Finance Supervisor	54	GS	\$5,628.16	\$5,909.58	\$6,205.05	\$6,515.31	\$6,841.07	\$7,183.12		
Financial Services Manager	136	MM	\$8,485.44	\$8,909.71	\$9,355.20	\$9,822.96	\$10,314.10	\$10,829.81		
Fire Battalion Chief	Flat	FM	\$9,830.42	\$10,321.93	\$10,838.03	\$11,379.94	\$11,948.93			
Fire Captain	Base	F	\$7,931.13	\$8,327.68	\$8,744.07	\$9,181.28	\$9,640.33			
Fire Chief	Contract		\$12,096.94				\$15,710.28			
Fire Engineer	Base	F	\$6,883.36	\$7,227.53	\$7,588.91	\$7,968.36	\$8,366.76			
Fire Marshal	Flat	FM	\$9,830.42	\$10,321.93	\$10,838.03	\$11,379.94	\$11,948.93			
Fire Prevention Specialist I (aka Community Risk Reduction I)	Base	F	\$5,003.33	\$5,253.73	\$5,516.40	\$5,792.23	\$6,081.82			
Fire Prevention Specialist II (aka Community Risk Reduction II)	Base	F	\$5,380.23	\$5,649.26	\$5,931.72	\$6,228.30	\$6,539.73			
Firefighter	Base	F	\$6,065.12	\$6,368.37	\$6,686.78	\$7,021.13	\$7,372.17			
Firefighter Recruit	Base	F	\$5,458.61							

Fleet & Facilities Manager	131	MM	\$7,499.88	\$7,874.89	\$8,268.63	\$8,682.06	\$9,116.17	\$9,571.98	
GIS Analyst	62	GS	\$6,857.37	\$7,200.24	\$7,560.25	\$7,938.27	\$8,335.18	\$8,751.94	
GIS Technician I	49	GS	\$4,974.48	\$5,223.20	\$5,484.36	\$5,758.58	\$6,046.51	\$6,348.83	
GIS Technician II	53	GS	\$5,490.89	\$5,765.44	\$6,053.71	\$6,356.39	\$6,674.21	\$7,007.92	
Heavy Equipment Mechanic	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52	
Housing Analyst I (formerly Redevelopment & Housing Analyst I)	120	MM	\$5,716.01	\$6,001.81	\$6,301.88	\$6,616.98	\$6,947.83	\$7,295.23	
Housing Analyst II (formerly Redevelopment & Housing Analyst II)	124	MM	\$6,309.40	\$6,624.87	\$6,956.11	\$7,303.91	\$7,669.12	\$8,052.57	
Human Resources Analyst I		C	\$5,658.85	\$5,941.79	\$6,238.88	\$6,550.82	\$6,878.36	\$7,222.28	
Human Resources Analyst II		C	\$6,402.47	\$6,722.59	\$7,058.72	\$7,411.66	\$7,782.24	\$8,171.35	
Human Resources Clerk		C	\$3,572.51	\$3,751.15	\$3,938.71	\$4,135.64	\$4,342.43	\$4,559.55	
Human Resources Manager		C	\$9,041.14	\$9,493.20	\$9,967.85	\$10,466.25	\$10,989.56	\$11,539.04	
Human Resources Technician I		C	\$4,246.59	\$4,458.92	\$4,681.86	\$4,915.95	\$5,161.75	\$5,419.83	
Human Resources Technician II		C	\$4,734.88	\$4,971.63	\$5,220.21	\$5,481.21	\$5,755.28	\$6,043.04	
Industrial Electrical/Electronics Technician	58	GS	\$6,212.44	\$6,523.06	\$6,849.21	\$7,191.68	\$7,551.26	\$7,928.83	
Information Technology Analyst	60	GS	\$6,526.94	\$6,853.30	\$7,195.96	\$7,555.76	\$7,933.55	\$8,330.22	
Information Technology Manager	138	MM	\$8,915.01	\$9,360.76	\$9,828.80	\$10,320.23	\$10,836.25	\$11,378.07	
Information Technology Technician I	48	GS	\$4,853.14	\$5,095.80	\$5,350.60	\$5,618.13	\$5,899.03	\$6,193.98	
Information Technology Technician II	52	GS	\$5,356.97	\$5,624.81	\$5,906.06	\$6,201.36	\$6,511.43	\$6,837.00	
Infrastructure O & M Superintendent	132	MM	\$7,687.38	\$8,071.76	\$8,475.34	\$8,899.11	\$9,344.07	\$9,811.28	
Junior Engineer	121	MM	\$5,858.90	\$6,151.84	\$6,459.44	\$6,782.41	\$7,121.54	\$7,477.62	
Junior Planner	113	MM	\$4,808.68	\$5,049.10	\$5,301.56	\$5,566.64	\$5,844.98	\$6,137.22	
Laboratory & Environmental Compliance Mgr.	129	MM	\$7,138.50	\$7,495.43	\$7,870.19	\$8,263.71	\$8,676.90	\$9,110.74	
Laboratory Supervisor	127	MM	\$6,794.53	\$7,134.25	\$7,490.96	\$7,865.53	\$8,258.80	\$8,671.73	
Laboratory Technician I	43	GS	\$4,289.47	\$4,503.94	\$4,729.15	\$4,965.61	\$5,213.89	\$5,474.59	
Laboratory Technician II	47	GS	\$4,734.78	\$4,971.52	\$5,220.10	\$5,481.10	\$5,755.16	\$6,042.92	
Librarian I	114	MM	\$4,928.90	\$5,175.34	\$5,434.11	\$5,705.81	\$5,991.09	\$6,290.65	
Librarian II	118	MM	\$5,440.57	\$5,712.59	\$5,998.23	\$6,298.15	\$6,613.05	\$6,943.70	
Librarian III	122	MM	\$6,005.37	\$6,305.64	\$6,620.94	\$6,951.97	\$7,299.58	\$7,664.55	
Library Services Director	Contract		\$8,005.77				\$10,277.33		
Library Technical Assistant I	29	GS	\$3,035.77	\$3,187.57	\$3,346.95	\$3,514.30	\$3,690.01	\$3,874.51	
Library Technical Assistant II	33	GS	\$3,350.93	\$3,518.48	\$3,694.41	\$3,879.12	\$4,073.07	\$4,276.73	
Library Technical Assistant III	37	GS	\$3,698.80	\$3,883.75	\$4,077.93	\$4,281.83	\$4,495.91	\$4,720.71	
Light Equipment Mechanic	41	GS	\$4,082.78	\$4,286.92	\$4,501.27	\$4,726.33	\$4,962.65	\$5,210.78	
Literacy Coordinator	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52	
Maintenance Supervisor	53	GS	\$5,490.89	\$5,765.44	\$6,053.71	\$6,356.39	\$6,674.21	\$7,007.92	
Maintenance Worker I	35	GS	\$3,520.57	\$3,696.61	\$3,881.43	\$4,075.50	\$4,279.28	\$4,493.25	
Maintenance Worker II	40	GS	\$3,983.21	\$4,182.37	\$4,391.48	\$4,611.06	\$4,841.61	\$5,083.69	
Maintenance Worker III	44	GS	\$4,396.71	\$4,616.55	\$4,847.38	\$5,089.75	\$5,344.24	\$5,611.45	
Management Analyst I	120	MM	\$5,716.01	\$6,001.80	\$6,301.88	\$6,616.98	\$6,947.83	\$7,295.23	
Management Analyst II	125	MM	\$6,467.12	\$6,790.49	\$7,130.01	\$7,486.52	\$7,860.83	\$8,253.88	
Marketing and Business Relations Specialist	120	MM	\$5,716.01	\$6,001.80	\$6,301.88	\$6,616.98	\$6,947.83	\$7,295.23	
Meter Services Technician	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52	
Office Manager	115	MM	\$5,052.11	\$5,304.71	\$5,569.95	\$5,848.45	\$6,140.88	\$6,447.92	
Operations and Maintenance Superintendent	137	MM	\$8,697.58	\$9,132.46	\$9,589.09	\$10,068.54	\$10,571.97	\$11,100.57	
Park Maintenance Technician	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52	

Park Maintenance Worker I	35	GS	\$3,520.57	\$3,696.61	\$3,881.43	\$4,075.50	\$4,279.28	\$4,493.25		
Park Maintenance Worker II	39	GS	\$3,886.05	\$4,080.35	\$4,284.38	\$4,498.59	\$4,723.52	\$4,959.70		
Park Maintenance Worker III	43	GS	\$4,289.47	\$4,503.94	\$4,729.15	\$4,965.61	\$5,213.89	\$5,474.59		
Park Planner	132	MM	\$7,687.38	\$8,071.76	\$8,475.34	\$8,899.11	\$9,344.07	\$9,811.28		
Park Superintendent	132	MM	\$7,687.38	\$8,071.76	\$8,475.34	\$8,899.11	\$9,344.07	\$9,811.28		
Park Supervisor	51	GS	\$5,226.32	\$5,487.63	\$5,762.01	\$6,050.11	\$6,352.61	\$6,670.25		
Planning Manager	140	MM	\$9,366.34	\$9,834.65	\$10,326.39	\$10,842.70	\$11,384.84	\$11,954.08		
Police Captain	Base	PM	\$11,445.75	\$12,018.05	\$12,618.95	\$13,249.91	\$13,912.39	\$14,608.02	\$15,338.42	\$16,105.35
Police Chief	Contract		\$15,233.94				\$20,044.66			
Police Crime and Intelligence Analyst	Base	PS	\$5,491.01	\$5,765.57	\$6,053.84	\$6,356.53	\$6,674.35			
Police Lieutenant	Base	PM	\$10,413.80	\$10,934.49	\$11,481.22	\$12,055.29	\$12,658.06	\$13,290.96	\$13,955.51	\$14,653.29
Police Officer	Base	P	\$6,507.08	\$6,832.43	\$7,174.05	\$7,532.76	\$7,909.39	\$8,304.86	\$8,720.12	
Police Officer Recruit (Non-Safety)	Base		\$5,856.37							
Police Records Manager	120	MM	\$5,716.01	\$6,001.80	\$6,301.88	\$6,616.98	\$6,947.83	\$7,295.23		
Police Records Specialist	Base	P	\$3,801.68	\$3,991.74	\$4,191.34	\$4,400.90	\$4,620.96			
Police Records Supervisor	Base	PS	\$5,150.93	\$5,408.46	\$5,678.89	\$5,962.87	\$6,261.02			
Police Sergeant	Base	PS	\$7,527.24	\$7,903.61	\$8,298.79	\$8,713.73	\$9,149.42	\$9,606.89	\$10,087.24	\$10,591.60
Pool and Recreation Facility Technician (formerly Pool and Facility Technician)	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52		
Pool Facility Technician	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52		
Principal Civil Engineer	141	MM	\$9,600.50	\$10,080.51	\$10,584.54	\$11,113.78	\$11,669.47	\$12,252.94		
Principal Planner	136	MM	\$8,485.44	\$8,909.71	\$9,355.20	\$9,822.96	\$10,314.10	\$10,829.81		
Principal Utilities Civil Engineer	141	MM	\$9,600.50	\$10,080.51	\$10,584.54	\$11,113.78	\$11,669.47	\$12,252.94		
Public Works Director	Contract		\$11,305.55				\$14,682.50			
Public Works O&M Infrastructure Admin	141	MM	\$9,600.50	\$10,080.51	\$10,584.54	\$11,113.78	\$11,669.47	\$12,252.94		
Purchasing Manager	123	MM	\$6,155.51	\$6,463.28	\$6,786.45	\$7,125.77	\$7,482.06	\$7,856.16		
Recreation Coordinator	36	GS	\$3,608.59	\$3,789.02	\$3,978.48	\$4,177.41	\$4,386.28	\$4,605.60		
Recreation Superintendent	131	MM	\$7,499.89	\$7,874.88	\$8,268.63	\$8,682.05	\$9,116.17	\$9,571.98		
Recreation Supervisor	50	GS	\$5,098.84	\$5,353.78	\$5,621.46	\$5,902.54	\$6,197.67	\$6,507.55		
Redev. & Housing Analyst I (renamed to Housing Analyst I)	120	MM	\$5,716.01	\$6,001.81	\$6,301.88	\$6,616.98	\$6,947.83	\$7,295.23		
Redev. & Housing Analyst II (renamed to Housing Analyst II)	124	MM	\$6,309.40	\$6,624.87	\$6,956.11	\$7,303.91	\$7,669.12	\$8,052.57		
Redevelopment Manager	136	MM	\$8,485.44	\$8,909.71	\$9,355.20	\$9,822.96	\$10,314.10	\$10,829.81		
Secretary to City Manager		C	\$4,770.05	\$5,008.56	\$5,258.99	\$5,521.94	\$5,798.03	\$6,087.94		
Senior Accountant	125	MM	\$6,467.13	\$6,790.49	\$7,130.01	\$7,486.52	\$7,860.84	\$8,253.88		
Senior Application Analyst	132	MM	\$7,687.38	\$8,071.76	\$8,475.34	\$8,899.11	\$9,344.07	\$9,811.28		
Senior Associate Civil Engineer	134	MM	\$8,076.57	\$8,480.39	\$8,904.42	\$9,349.63	\$9,817.12	\$10,307.98		
Senior Building Inspector	57	GS	\$6,060.92	\$6,363.97	\$6,682.16	\$7,016.26	\$7,367.08	\$7,735.44		
Senior Building Plans Examiner	58	GS	\$6,212.44	\$6,523.06	\$6,849.21	\$7,191.68	\$7,551.26	\$7,928.83		
Senior Center Manager	120	MM	\$5,716.01	\$6,001.81	\$6,301.88	\$6,616.98	\$6,947.83	\$7,295.23		
Senior Civil Engineer	138	MM	\$8,915.01	\$9,360.76	\$9,828.80	\$10,320.23	\$10,836.25	\$11,378.07		
Senior Construction Project Manager	131	MM	\$7,499.89	\$7,874.88	\$8,268.63	\$8,682.05	\$9,116.17	\$9,571.98		
Senior Engineering Assistant	58	GS	\$6,212.44	\$6,523.06	\$6,849.21	\$7,191.68	\$7,551.26	\$7,928.83		
Senior Equipment Mechanic	50	GS	\$5,098.84	\$5,353.78	\$5,621.46	\$5,902.54	\$6,197.67	\$6,507.55		
Senior Environmental Resources Analyst	131	MM	\$7,499.89	\$7,874.88	\$8,268.63	\$8,682.05	\$9,116.17	\$9,571.98		
Senior Human Resources Analyst		C	\$7,362.84	\$7,730.98	\$8,117.53	\$8,523.40	\$8,949.57	\$9,397.05		

Senior Maintenance Worker	47	GS	\$4,734.78	\$4,971.52	\$5,220.10	\$5,481.10	\$5,755.16	\$6,042.92	
Senior Management Analyst	131	MM	\$7,499.89	\$7,874.88	\$8,268.63	\$8,682.05	\$9,116.17	\$9,571.98	
Senior Planner	132	MM	\$7,687.38	\$8,071.76	\$8,475.33	\$8,899.11	\$9,344.07	\$9,811.27	
Senior Police Records Specialist	Base	P	\$4,181.84	\$4,390.93	\$4,610.48	\$4,841.02	\$5,083.08		
Senior Signs and Markings Technician	45	GS	\$4,506.63	\$4,731.96	\$4,968.56	\$5,216.99	\$5,477.84	\$5,751.73	
Senior Systems Analyst	132	MM	\$7,687.38	\$8,071.76	\$8,475.34	\$8,899.11	\$9,344.07	\$9,811.28	
Senior Traffic Signal/Street Lighting Tech	60	GS	\$6,526.94	\$6,853.30	\$7,195.96	\$7,555.76	\$7,933.55	\$8,330.22	
Senior Tree Trimmer	45	GS	\$4,506.63	\$4,731.96	\$4,968.56	\$5,216.99	\$5,477.84	\$5,751.73	
Senior Utilities Maintenance Worker (Sewer)	54	GS	\$5,628.16	\$5,909.58	\$6,205.05	\$6,515.31	\$6,841.07	\$7,183.12	
Senior Utilities Maintenance Worker (Water)	54	GS	\$5,628.16	\$5,909.58	\$6,205.05	\$6,515.31	\$6,841.07	\$7,183.12	
Senior Water Quality Specialist	58	GS	\$6,212.44	\$6,523.06	\$6,849.21	\$7,191.68	\$7,551.26	\$7,928.83	
Senior Water Pollution Control Operator	67	GS	\$7,758.49	\$8,146.41	\$8,553.73	\$8,981.42	\$9,430.49	\$9,902.02	
Senior Water System Operator	54	GS	\$5,628.16	\$5,909.58	\$6,205.05	\$6,515.31	\$6,841.07	\$7,183.12	
Senior Water/Wastewater Instrumentation Tech	66	GS	\$7,569.25	\$7,947.71	\$8,345.10	\$8,762.34	\$9,200.46	\$9,660.49	
Signs and Markings Tech I	39	GS	\$3,886.05	\$4,080.35	\$4,284.38	\$4,498.59	\$4,723.52	\$4,959.70	
Signs and Markings Tech II	43	GS	\$4,289.47	\$4,503.94	\$4,729.15	\$4,965.61	\$5,213.89	\$5,474.59	
Social Services Manager	132	MM	\$7,687.38	\$8,071.76	\$8,475.33	\$8,899.11	\$9,344.07	\$9,811.27	
Sports Manager	125	MM	\$6,467.13	\$6,790.49	\$7,130.01	\$7,486.52	\$7,860.84	\$8,253.88	
Stock Clerk	32	GS	\$3,269.20	\$3,432.66	\$3,604.30	\$3,784.51	\$3,973.73	\$4,172.42	
Storekeeper	35	GS	\$3,520.57	\$3,696.61	\$3,881.43	\$4,075.50	\$4,279.28	\$4,493.25	
Traffic Signal / Street Lighting Technician	56	GS	\$5,913.09	\$6,208.75	\$6,519.19	\$6,845.14	\$7,187.40	\$7,546.77	
Transportation Engineer	134	MM	\$8,076.57	\$8,480.39	\$8,904.42	\$9,349.63	\$9,817.12	\$10,307.98	
Treatment Plant Mechanic	54	GS	\$5,628.16	\$5,909.58	\$6,205.05	\$6,515.31	\$6,841.07	\$7,183.12	
Treatment Plant Superintendent	137	MM	\$8,697.58	\$9,132.46	\$9,589.09	\$10,068.54	\$10,571.97	\$11,100.57	
Tree Trimmer I	39	GS	\$3,886.05	\$4,080.35	\$4,284.38	\$4,498.59	\$4,723.52	\$4,959.70	
Tree Trimmer II	43	GS	\$4,289.47	\$4,503.94	\$4,729.15	\$4,965.61	\$5,213.89	\$5,474.59	
Underground Utility Service Locator	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52	
Utilities Administrator	141	MM	\$9,600.50	\$10,080.51	\$10,584.54	\$11,113.78	\$11,669.47	\$12,252.94	
Utilities Maintenance Supervisor	53	GS	\$5,490.89	\$5,765.44	\$6,053.71	\$6,356.39	\$6,674.21	\$7,007.92	
Utilities Maintenance Worker I	37	GS	\$3,698.80	\$3,883.75	\$4,077.93	\$4,281.83	\$4,495.91	\$4,720.71	
Utilities Maintenance Worker II	42	GS	\$4,184.85	\$4,394.10	\$4,613.80	\$4,844.50	\$5,086.71	\$5,341.05	
Utilities Maintenance Worker III (Sewer)	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52	
Utilities Maintenance Worker III (Water)	46	GS	\$4,619.29	\$4,850.26	\$5,092.78	\$5,347.42	\$5,614.78	\$5,895.52	
Utilities Maintenance Worker IV (Sewer)	50	GS	\$5,098.84	\$5,353.78	\$5,621.46	\$5,902.54	\$6,197.67	\$6,507.55	
Utilities Maintenance Worker IV (Water)	50	GS	\$5,098.84	\$5,353.78	\$5,621.46	\$5,902.54	\$6,197.67	\$6,507.55	
Wastewater Systems Administrator	141	MM	\$9,600.50	\$10,080.51	\$10,584.54	\$11,113.78	\$11,669.47	\$12,252.94	
Water Quality Specialist I	48	GS	\$4,853.14	\$5,095.80	\$5,350.60	\$5,618.13	\$5,899.03	\$6,193.98	
Water Quality Specialist II	52	GS	\$5,356.97	\$5,624.81	\$5,906.06	\$6,201.36	\$6,511.43	\$6,837.00	
Water / Wastewater Instrumental Technician	62	GS	\$6,857.37	\$7,200.24	\$7,560.25	\$7,938.27	\$8,335.18	\$8,751.94	
Water Pollution Control Facility Superintendent	141	MM	\$9,600.50	\$10,080.51	\$10,584.54	\$11,113.78	\$11,669.47	\$12,252.94	
Water Pollution Control O-I-T	40	GS	\$3,983.21	\$4,182.37	\$4,391.48	\$4,611.06	\$4,841.61	\$5,083.69	
Water Pollution Control Operator I	51	GS	\$5,226.32	\$5,487.63	\$5,762.01	\$6,050.11	\$6,352.61	\$6,670.25	
Water Pollution Control Operator II	55	GS	\$5,768.86	\$6,057.31	\$6,360.18	\$6,678.18	\$7,012.09	\$7,362.69	
Water Pollution Control Operator III	59	GS	\$6,367.75	\$6,686.13	\$7,020.44	\$7,371.46	\$7,740.05	\$8,127.05	
Water Pollution Control Operator IV	63	GS	\$7,028.81	\$7,380.24	\$7,749.25	\$8,136.71	\$8,543.54	\$8,970.72	

Water Systems Administrator	141	MM	\$9,600.50	\$10,080.51	\$10,584.54	\$11,113.78	\$11,669.47	\$12,252.94		
Water Systems Operator I	42	GS	\$4,184.85	\$4,394.10	\$4,613.80	\$4,844.50	\$5,086.71	\$5,341.05		
Water Systems Operator II	50	GS	\$5,098.84	\$5,353.78	\$5,621.46	\$5,902.54	\$6,197.67	\$6,507.55		

TEMPORARY / PART-TIME / SEASONAL EMPLOYEES - HOURLY WAGES										
CLASSIFICATION			A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP
Accountant I	116	MM	29.88	31.37	32.94	34.59	36.31	38.13		
Accountant II	120	MM	32.98	34.63	36.36	38.18	40.08	42.09		
Accounting Technician	45	GS	26.00	27.30	28.67	30.10	31.60	33.18		
Administrative Clerk I	28	GS	17.09	17.94	18.84	19.78	20.77	21.81		
Administrative Clerk II	32	GS	18.86	19.80	20.79	21.83	22.93	24.07		
Administrative Clerk III	36	GS	20.82	21.86	22.95	24.10	25.31	26.57		
Administrative Secretary	42	GS	24.14	25.35	26.62	27.95	29.35	30.81		
Administrative Supervisor	47	GS	27.32	28.68	30.12	31.62	33.20	34.86		
Aquatics Coordinator	32	GS	18.86	19.80	20.79	21.83	22.93	24.07		
Aquatics Supervisor	48	GS	28.00	29.40	30.87	32.41	34.03	35.74		
Assist City Manager/Comm & Econ Dev Dir	Contract		71.91				92.32			
Assistant Engineer	125	MM	37.31	39.18	41.14	43.19	45.35	47.62		
Assistant Planner	118	MM	31.39	32.96	34.61	36.34	38.15	40.06		
Associate Civil Engineer	131	MM	43.27	45.43	47.70	50.09	52.59	55.22		
Associate Engineer	127	MM	39.20	41.16	43.22	45.38	47.65	50.03		
Associate Planner	124	MM	36.40	38.22	40.13	42.14	44.25	46.46		
Building Inspection Services Manager	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Building Inspector I	49	GS	28.70	30.13	31.64	33.22	34.88	36.63		
Building Inspector II	53	GS	31.68	33.26	34.93	36.67	38.51	40.43		
Chief Building Official	140	MM	54.04	56.74	59.58	62.56	65.68	68.97		
Chief Collection Systems Operator	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Chief Plant Operator	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Chief Project Engineer	145	MM	61.14	64.20	67.41	70.78	74.31	78.03		
Chief Water Systems Operator	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Children's Librarian II	118	MM	31.39	32.96	34.61	36.34	38.15	40.06		
City Clerk	Contract		44.02				61.14			
City Engineer	145	MM	61.14	64.20	67.41	70.78	74.31	78.03		
City Manager	Contract						135.60			
Code Compliance Officer I	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		
Code Compliance Officer II	50	GS	29.42	30.89	32.43	34.05	35.76	37.54		
Communications and Strategic Policy Manager	134	MM	46.57	48.90	51.34	53.91	56.60	59.43		
Community Development Clerk I	32	GS	18.86	19.80	20.79	21.83	22.93	24.07		
Community Development Clerk II	37	GS	21.34	22.41	23.53	24.70	25.94	27.24		
Community Development Director	Contract		65.23				84.71			
Community Development Technician I	42	GS	24.14	25.35	26.62	27.95	29.35	30.81		
Community Development Technician II	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		

Community Risk Reduction Specialist I	Base	F	28.87	30.31	31.83	33.42	35.09	0.00		
Community Risk Reduction Specialist II	Base	F	31.04	32.59	34.22	35.93	37.73	0.00		
Community Risk Reduction Specialist Senior	Base	F	34.37	36.09	37.89	39.79	41.78	0.00		
Community Services Director	Contract		65.23	0.00	0.00	0.00	84.71	0.00		
Community Services Officer	Base	P	24.71	25.95	27.24	28.61	30.04	31.54		
Community Services Program Manager	125	MM	37.31	39.18	41.14	43.19	45.35	47.62		
Conservation Coordinator	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		
Construction Project Manager	129	MM	41.18	43.24	45.41	47.68	50.06	52.56		
Crime Prevention Specialist	Base	P	24.71	25.95	27.24	28.61	30.04	31.54		
Deputy Chief (aka Police Captain)	Base	PM	66.03	69.34	72.80	76.44	80.27	84.28	88.49	92.92
Deputy Director of Community Development	Contract		57.27				73.43			
Deputy Fire Chief	Flat	FM	64.70	67.93	71.33	74.89	79.28			
Director of Administrative Services	Contract		65.23				84.71			
Economic Development Manager	136	MM	48.96	51.40	53.97	56.67	59.51	62.48		
Electrical / Signs & Markings Supervisor	134	MM	46.57	48.90	51.34	53.91	56.60	59.43		
Electrician's Assistant	43	GS	24.75	25.98	27.28	28.65	30.08	31.58		
Engineering Aide I	33	GS	19.33	20.30	21.31	22.38	23.50	24.67		
Engineering Aide II	37	GS	21.34	22.41	23.53	24.70	25.94	27.24		
Engineering Assistant	56	GS	34.11	35.82	37.61	39.49	41.47	43.54		
Engineering Technician I	44	GS	25.37	26.63	27.97	29.36	30.83	32.37		
Engineering Technician II	48	GS	28.00	29.40	30.87	32.41	34.03	35.74		
Engineering Technician III	52	GS	30.91	32.45	34.07	35.78	37.57	39.44		
Environmental Compliance Inspector I	39	GS	22.42	23.54	24.72	25.95	27.25	28.61		
Environmental Compliance Inspector II	43	GS	24.75	25.98	27.28	28.65	30.08	31.58		
Environmental Compliance Specialist	49	GS	28.70	30.13	31.64	33.22	34.88	36.63		
Environmental Resources Analyst	127	MM	39.20	41.16	43.22	45.38	47.65	50.03		
Environmental Sustainability Manager	131	MM	43.27	45.43	47.70	50.09	52.59	55.22		
Equipment Service Clerk	32	GS	18.86	19.80	20.79	21.83	22.93	24.07		
Equipment Service Worker	34	GS	19.82	20.81	21.85	22.94	24.09	25.29		
Executive Assistant - Confidential	0	C	26.83	28.17	29.58	31.06	32.61	34.25		
Facility Maintenance Worker I	35	GS	20.31	21.33	22.39	23.51	24.69	25.92		
Facility Maintenance Worker II	41	GS	23.55	24.73	25.97	27.27	28.63	30.06		
Facility Maintenance Worker III	45	GS	26.00	27.30	28.67	30.10	31.60	33.18		
Finance Clerk I	32	GS	18.86	19.80	20.79	21.83	22.93	24.07		
Finance Clerk II	37	GS	21.34	22.41	23.53	24.70	25.94	27.24		
Finance Clerk III	41	GS	23.55	24.73	25.97	27.27	28.63	30.06		
Finance Director	Contract	0	55.17				70.82			
Finance Officer	141	MM	55.39	58.16	61.07	64.12	67.33	70.69		
Finance Specialist	41	GS	23.55	24.73	25.97	27.27	28.63	30.06		
Finance Supervisor	54	GS	32.47	34.09	35.80	37.59	39.47	41.44		
Financial Services Manager	136	MM	48.96	51.40	53.97	56.67	59.51	62.48		
Fire Battalion Chief	Flat	FM	56.72	59.55	62.53	65.65	68.94			
Fire Captain	Base	F	45.76	48.05	50.45	52.97	55.62			
Fire Chief	Contract		69.79				90.64			
Fire Engineer	Base	F	39.71	41.70	43.78	45.97	48.27			

Fire Marshal	Flat	FM	56.72	59.55	62.53	65.65	68.94		
Fire Prevention Specialist I (aka Community Risk Red	Base	F	28.87	30.31	31.83	33.42	35.09		
Fire Prevention Specialist II (aka Community Risk Red	Base	F	31.04	32.59	34.22	35.93	37.73		
Firefighter	Base	F	34.99	36.74	38.58	40.51	42.53		
Firefighter Recruit	Base	F	31.49	0.00	0.00	0.00	0.00		
Fleet & Facilities Manager	131	MM	43.27	45.43	47.70	50.09	52.59	55.22	
GIS Analyst	62	GS	39.56	41.54	43.62	45.80	48.09	50.49	
GIS Technician I	49	GS	28.70	30.13	31.64	33.22	34.88	36.63	
GIS Technician II	53	GS	31.68	33.26	34.93	36.67	38.51	40.43	
Heavy Equipment Mechanic	46	GS	26.65	27.98	29.38	30.85	32.39	34.01	
Housing Analyst I (formerly Redevelopment & Housing	120	MM	32.98	34.63	36.36	38.18	40.08	42.09	
Housing Analyst II (formerly Redevelopment & Housing	124	MM	36.40	38.22	40.13	42.14	44.25	46.46	
Human Resources Analyst I		C	32.65	34.28	35.99	37.79	39.68	41.67	
Human Resources Analyst II		C	36.94	38.78	40.72	42.76	44.90	47.14	
Human Resources Clerk		C	20.61	21.64	22.72	23.86	25.05	26.31	
Human Resources Manager		C	52.16	54.77	57.51	60.38	63.40	66.57	
Human Resources Technician I		C	24.50	25.73	27.01	28.36	29.78	31.27	
Human Resources Technician II		C	27.32	28.68	30.12	31.62	33.20	34.86	
Industrial Electrical/Electronics Technician	58	GS	35.84	37.63	39.52	41.49	43.57	45.74	
Information Technology Analyst	60	GS	37.66	39.54	41.52	43.59	45.77	48.06	
Information Technology Manager	138	MM	51.43	54.01	56.71	59.54	62.52	65.64	
Information Technology Technician I	48	GS	28.00	29.40	30.87	32.41	34.03	35.74	
Information Technology Technician II	52	GS	30.91	32.45	34.07	35.78	37.57	39.44	
Infrastructure O & M Superintendent	132	MM	44.35	46.57	48.90	51.34	53.91	56.60	
Junior Engineer	121	MM	33.80	35.49	37.27	39.13	41.09	43.14	
Junior Planner	113	MM	27.74	29.13	30.59	32.12	33.72	35.41	
Laboratory & Environmental Compliance Mgr.	129	MM	41.18	43.24	45.41	47.68	50.06	52.56	
Laboratory Supervisor	127	MM	39.20	41.16	43.22	45.38	47.65	50.03	
Laboratory Technician I	43	GS	24.75	25.98	27.28	28.65	30.08	31.58	
Laboratory Technician II	47	GS	27.32	28.68	30.12	31.62	33.20	34.86	
Librarian I	114	MM	28.44	29.86	31.35	32.92	34.56	36.29	
Librarian II	118	MM	31.39	32.96	34.61	36.34	38.15	40.06	
Librarian III	122	MM	34.65	36.38	38.20	40.11	42.11	44.22	
Library Services Director	Contract		46.19				59.29		
Library Technical Assistant I	29	GS	17.51	18.39	19.31	20.28	21.29	22.35	
Library Technical Assistant II	33	GS	19.33	20.30	21.31	22.38	23.50	24.67	
Library Technical Assistant III	37	GS	21.34	22.41	23.53	24.70	25.94	27.24	
Light Equipment Mechanic	41	GS	23.55	24.73	25.97	27.27	28.63	30.06	
Literacy Coordinator	46	GS	26.65	27.98	29.38	30.85	32.39	34.01	
Maintenance Supervisor	53	GS	31.68	33.26	34.93	36.67	38.51	40.43	
Maintenance Worker I	35	GS	20.31	21.33	22.39	23.51	24.69	25.92	
Maintenance Worker II	40	GS	22.98	24.13	25.34	26.60	27.93	29.33	
Maintenance Worker III	44	GS	25.37	26.63	27.97	29.36	30.83	32.37	
Management Analyst I	120	MM	32.98	34.63	36.36	38.18	40.08	42.09	
Management Analyst II	125	MM	37.31	39.18	41.14	43.19	45.35	47.62	

Marketing and Business Relations Specialist	120	MM	32.98	34.63	36.36	38.18	40.08	42.09		
Meter Services Technician	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		
Office Manager	115	MM	29.15	30.60	32.13	33.74	35.43	37.20		
Operations and Maintenance Superintendent	137	MM	50.18	52.69	55.32	58.09	60.99	64.04		
Park Maintenance Technician	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		
Park Maintenance Worker I	35	GS	20.31	21.33	22.39	23.51	24.69	25.92		
Park Maintenance Worker II	39	GS	22.42	23.54	24.72	25.95	27.25	28.61		
Park Maintenance Worker III	43	GS	24.75	25.98	27.28	28.65	30.08	31.58		
Park Planner	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Park Superintendent	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Park Supervisor	51	GS	30.15	31.66	33.24	34.91	36.65	38.48		
Planning Manager	140	MM	54.04	56.74	59.58	62.56	65.68	68.97		
Police Captain	Base	PM	66.03	69.34	72.80	76.44	80.27	84.28	88.49	92.92
Police Chief	Contract	0	87.89				115.64			
Police Crime and Intelligence Analyst	Base	PS	31.68	33.26	34.93	36.67	38.51			
Police Lieutenant	Base	PM	60.08	63.08	66.24	69.55	73.03	76.68	80.51	84.54
Police Officer	Base	P	37.54	39.42	41.39	43.46	45.63	47.91	50.31	
Police Officer Recruit (Non-Safety)	Base	0	33.79							
Police Records Manager	120	MM	32.98	34.63	36.36	38.18	40.08	42.09		
Police Records Specialist	Base	P	21.93	23.03	24.18	25.39	26.66			
Police Records Supervisor	Base	PS	29.72	31.20	32.76	34.40	36.12			
Police Sergeant	Base	PS	43.43	45.60	47.88	50.27	52.79	55.43	58.20	61.11
Pool and Recreation Facility Technician (formerly Pool Facility Technician)	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		
Pool Facility Technician	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		
Principal Civil Engineer	141	MM	55.39	58.16	61.07	64.12	67.33	70.69		
Principal Planner	136	MM	48.96	51.40	53.97	56.67	59.51	62.48		
Principal Utilities Civil Engineer	141	MM	55.39	58.16	61.07	64.12	67.33	70.69		
Public Works Director	Contract	0	65.23				84.71			
Public Works O&M Infrastructure Admin	141	MM	55.39	58.16	61.07	64.12	67.33	70.69		
Purchasing Manager	123	MM	35.51	37.29	39.15	41.11	43.17	45.32		
Recreation Coordinator	36	GS	20.82	21.86	22.95	24.10	25.31	26.57		
Recreation Superintendent	131	MM	43.27	45.43	47.70	50.09	52.59	55.22		
Recreation Supervisor	50	GS	29.42	30.89	32.43	34.05	35.76	37.54		
Redev. & Housing Analyst I (renamed to Housing Analyst I)	120	MM	32.98	34.63	36.36	38.18	40.08	42.09		
Redev. & Housing Analyst II (renamed to Housing Analyst II)	124	MM	36.40	38.22	40.13	42.14	44.25	46.46		
Redevelopment Manager	136	MM	48.96	51.40	53.97	56.67	59.51	62.48		
Secretary to City Manager	0	C	27.52	28.90	30.34	31.86	33.45	35.12		
Senior Accountant	125	MM	37.31	39.18	41.14	43.19	45.35	47.62		
Senior Application Analyst	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Senior Associate Civil Engineer	134	MM	46.60	48.93	51.37	53.94	56.64	59.47		
Senior Building Inspector	57	GS	34.97	36.72	38.55	40.48	42.50	44.63		
Senior Building Plans Examiner	58	GS	35.84	37.63	39.52	41.49	43.57	45.74		
Senior Center Manager	120	MM	32.98	34.63	36.36	38.18	40.08	42.09		
Senior Civil Engineer	138	MM	51.43	54.01	56.71	59.54	62.52	65.64		
Senior Construction Project Manager	131	MM	43.27	45.43	47.70	50.09	52.59	55.22		

Senior Engineering Assistant	58	GS	35.84	37.63	39.52	41.49	43.57	45.74		
Senior Equipment Mechanic	50	GS	29.42	30.89	32.43	34.05	35.76	37.54		
Senior Environmental Resources Analyst	131	MM	43.27	45.43	47.70	50.09	52.59	55.22		
Senior Human Resources Analyst	0	C	42.48	44.60	46.83	49.17	51.63	54.21		
Senior Maintenance Worker	47	GS	27.32	28.68	30.12	31.62	33.20	34.86		
Senior Management Analyst	131	MM	43.27	45.43	47.70	50.09	52.59	55.22		
Senior Planner	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Senior Police Records Specialist	Base	P	24.13	25.33	26.60	27.93	29.33			
Senior Signs and Markings Technician	45	GS	26.00	27.30	28.67	30.10	31.60	33.18		
Senior Systems Analyst	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Senior Traffic Signal/Street Lighting Tech	60	GS	37.66	39.54	41.52	43.59	45.77	48.06		
Senior Tree Trimmer	45	GS	26.00	27.30	28.67	30.10	31.60	33.18		
Senior Utilities Maintenance Worker (Sewer)	54	GS	32.47	34.09	35.80	37.59	39.47	41.44		
Senior Utilities Maintenance Worker (Water)	54	GS	32.47	34.09	35.80	37.59	39.47	41.44		
Senior Water Quality Specialist	58	GS	35.84	37.63	39.52	41.49	43.57	45.74		
Senior Water Pollution Control Operator	67	GS	44.76	47.00	49.35	51.82	54.41	57.13		
Senior Water System Operator	54	GS	32.47	34.09	35.80	37.59	39.47	41.44		
Senior Water/Wastewater Instrumentation Tech	66	GS	43.67	45.85	48.15	50.55	53.08	55.73		
Signs and Markings Tech I	39	GS	22.42	23.54	24.72	25.95	27.25	28.61		
Signs and Markings Tech II	43	GS	24.75	25.98	27.28	28.65	30.08	31.58		
Social Services Manager	132	MM	44.35	46.57	48.90	51.34	53.91	56.60		
Sports Manager	125	MM	37.31	39.18	41.14	43.19	45.35	47.62		
Stock Clerk	32	GS	18.86	19.80	20.79	21.83	22.93	24.07		
Storekeeper	35	GS	20.31	21.33	22.39	23.51	24.69	25.92		
Traffic Signal / Street Lighting Technician	56	GS	34.11	35.82	37.61	39.49	41.47	43.54		
Transportation Engineer	134	MM	46.60	48.93	51.37	53.94	56.64	59.47		
Treatment Plant Mechanic	54	GS	32.47	34.09	35.80	37.59	39.47	41.44		
Treatment Plant Superintendent	137	MM	50.18	52.69	55.32	58.09	60.99	64.04		
Tree Trimmer I	39	GS	22.42	23.54	24.72	25.95	27.25	28.61		
Tree Trimmer II	43	GS	24.75	25.98	27.28	28.65	30.08	31.58		
Underground Utility Service Locator	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		
Utilities Administrator	141	MM	55.39	58.16	61.07	64.12	67.33	70.69		
Utilities Maintenance Supervisor	53	GS	31.68	33.26	34.93	36.67	38.51	40.43		
Utilities Maintenance Worker I	37	GS	21.34	22.41	23.53	24.70	25.94	27.24		
Utilities Maintenance Worker II	42	GS	24.14	25.35	26.62	27.95	29.35	30.81		
Utilities Maintenance Worker III (Sewer)	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		
Utilities Maintenance Worker III (Water)	46	GS	26.65	27.98	29.38	30.85	32.39	34.01		
Utilities Maintenance Worker IV (Sewer)	50	GS	29.42	30.89	32.43	34.05	35.76	37.54		
Utilities Maintenance Worker IV (Water)	50	GS	29.42	30.89	32.43	34.05	35.76	37.54		
Wastewater Systems Administrator	141	MM	55.39	58.16	61.07	64.12	67.33	70.69		
Water Quality Specialist I	48	GS	28.00	29.40	30.87	32.41	34.03	35.74		
Water Quality Specialist II	52	GS	30.91	32.45	34.07	35.78	37.57	39.44		
Water / Wastewater Instrumental Technician	62	GS	39.56	41.54	43.62	45.80	48.09	50.49		
Water Pollution Control Facility Superintendent	141	MM	55.39	58.16	61.07	64.12	67.33	70.69		
Water Pollution Control O-I-T	40	GS	22.98	24.13	25.34	26.60	27.93	29.33		

Water Pollution Control Operator I	51	GS	30.15	31.66	33.24	34.91	36.65	38.48		
Water Pollution Control Operator II	55	GS	33.28	34.95	36.69	38.53	40.46	42.48		
Water Pollution Control Operator III	59	GS	36.74	38.57	40.50	42.53	44.65	46.89		
Water Pollution Control Operator IV	63	GS	40.55	42.58	44.71	46.94	49.29	51.76		
Water Systems Administrator	141	MM	55.39	58.16	61.07	64.12	67.33	70.69		
Water Systems Operator I	42	GS	24.14	25.35	26.62	27.95	29.35	30.81		
Water Systems Operator II	50	GS	29.42	30.89	32.43	34.05	35.76	37.54		

TEMPORARY PART-TIME EMPLOYEES - HOURLY WAGES										
			A STEP	B STEP	C STEP	D STEP	E STEP			
Activity Leader I			\$15.00	\$15.25	\$15.50	\$15.75	\$16.00			
Activity Leader II			\$15.75	\$16.00	\$16.25	\$16.50	\$16.75			
Activity Manager			\$16.25	\$16.50	\$16.75	\$17.00	\$17.25			
Cashier			\$15.00	\$15.25	\$15.50	\$15.75	\$16.00			
Counselor			\$15.00	\$15.25	\$15.50	\$15.75	\$16.00			
Intern			\$15.00	\$15.50	\$16.00	\$16.50	\$17.00			
Library Page			\$15.00	\$15.25	\$15.50	\$15.75	\$16.00			
Lifeguard / Aide			\$16.25	\$16.50	\$16.75	\$17.00	\$17.25			
Lifeguard / Instructor			\$16.75	\$17.00	\$17.25	\$17.50	\$17.75			
Pool Manager			\$18.00	\$18.25	\$18.50	\$18.75	\$19.00			
Recreation Facility Aide			\$17.75	\$18.00	\$18.25	\$18.50	\$18.75			
Special Program Coordinator			\$17.50	\$17.75	\$18.00	\$18.25	\$18.50			
Swim Instructor Aide			\$15.00	\$15.25	\$15.50	\$15.75	\$16.00			
		Approved by City Council: September 6, 2022								



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 6, 2022
ITEM #: G.13
SUBJECT: Active Transportation Plan, CIP 22-17; Approve Consultant Services Agreement

Recommendation for Action: Staff recommends that the City Council adopt Resolution No._____, to approve a consultant services agreement with Fehr & Peers, in the amount of \$149,945.31 for the Active Transportation Plan, CIP 22-17 and authorize the City Manager to execute the agreement and amendments as necessary up to 10% (\$14,995) of the agreement amount.

Staff Contact:

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

Fiscal Impact:

Active Transportation Plan, CIP 22-17, is included in the FY 22/23 Capital Budget in the amount of \$186,125. Funding includes \$161,125 of Fund 351 and \$25,000 of Fund 582.

Project budget includes the costs for the consultant services and staff time.

There is no impact to the General Fund.

Background:

The City submitted a grant application to Caltrans Sustainable Communities for the Woodland Active Transportation Plan and received \$161,125 to complete the plan.

The Woodland Active Transportation Plan will serve as the master plan to guide the development of active transportation infrastructure for implementation coordinated with city priority projects and to develop policy direction and design guidance for identifying and prioritizing the needs of active transportation modes. This Active Transportation Plan will be an update to the City's outdated 2002 Bike Plan.

Discussion:

In February 2022, staff released a request for proposals from firms/teams to perform engineering services for this project.

The City received a single Statement of Qualifications from Fehr and Peers in response to the Request for Qualifications advertised on February 15, 2022 with the due date on March 4, 2022 for engineering services for the Active Transportation Plan; CIP 22-17 project. Only one Statement of Qualifications was received and while the process followed the LAPM Chapter 10 - Consultant Selection Guidelines, the City had to obtain approval from Caltrans to award the contract. City staff worked with Caltrans to submit all necessary additional forms and paperwork to obtain this approval to award the project to the only submitter, Fehr and Peers. Approval to award Fehr and Peer was provided by Caltrans to the City in June 2022. Once approval was received, City staff were able to begin working with Fehr and Peers to negotiate a project scope and contract amount.

Staff requests that Council approve the consultant service agreement with Fehr & Peers in the amount of \$149,945.31 to update the Active Transportation Plan and authorize a 10% (\$14,995) contingency for this contract

Conclusion:

Staff recommends that the City Council adopt Resolution No._____, to approve a consultant services agreement with Fehr & Peers, in the amount of \$149,945.31 for the Active Transportation Plan, CIP 22-17 and authorize the City Manager to execute the agreement and amendments as necessary up to 10% (\$14,995) of the agreement amount.

Prepared by: Clara Olmedo, Associate Engineer

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

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

Ken Hiatt
City Manager

Attachments:

1. Resolution
2. WoodlandATP-Scope of Work

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO
APPROVE AN AMENDMENT WITH FERH & PEERS, AND
REALLOCATE FUNDING (FUND 582) FROM CIP PROJECT 04-07 TO THE MAIN
STREET FEASIBILITY STUDY, CIP 22-13**

WHEREAS, the City of Woodland has received a SACOG Community Design Grant in the amount of \$100,000 from the Department of Transportation; and

WHEREAS, the Main Street Feasibility Study, CIP 22-13 is funded in the Capital Budget; and

WHEREAS, the City wishes to reallocate \$55,000 from project CIP 04-07 (Fund 582) to the Main Street Feasibility Study, CIP 22-13; and

WHEREAS, the City Council wishes to approve the Amendment with Fehr & Peers for \$28,540 for a total contract amount of \$128,480; authorize a contract contingency up to 10% (\$12,848) and authorize its execution through the adoption of this Resolution.

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

Section 1. The City Council hereby approves an appropriation in the amount of \$55,000 of (Fund 582) from project 04-07 to the Main Street Feasibility Study, CIP 22-13.

Section 2. The City Council hereby approves the consultant services amendment with Fehr & Peers and authorizes and directs the City Manager to execute the amendment in the amount of \$28,540, for a total contract amount of \$128,480 and authorize a contract contingency up to 10% (\$12,848)

Section 3. A copy of the Agreement is available and on file in the City Clerk's office, and is incorporated herein by reference and made a part of this Resolution.

PASSED AND ADOPTED this 6th day of September 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayra Vega, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

Scope of Work

Revised September 2, 2022

TASK 01: PROJECT ADMINISTRATION

This task is the responsibility of the City.

TASK 02: CONSULTANT PROCUREMENT

This task is the responsibility of the City.

TASK 03: DATA COLLECTION AND ANALYSIS

Fehr & Peers will hold a project kickoff meeting and monthly progress meetings with the City. Caltrans will be included in the kickoff meeting and monthly project meetings, as desired. We will also provide the City with monthly progress reports tracking work completed and project budget.

Fehr & Peers will create an analysis of current conditions for pedestrians and bicyclists based on a comprehensive set of GIS data. We will work with the city to identify data that already exists within the city's databases, and then target our resources most effectively to collect additional data from other databases or by field observations.

- » **Bicycle infrastructure data:** GIS data detailing current bikeways. We have an initial set of this data from our work on the Local Road Safety Plan (LRSP).
- » **Pedestrian infrastructure data:** GIS data detailing current sidewalks and crosswalks. We will begin with the city's existing data for these facilities. If the city does not have this data, we will work with Ecopia, who use artificial intelligence to process images and identify features such as sidewalks and crosswalks.
- » **Safety data:** We will build upon the data we developed and analyzed for the LRSP to identify the locations and characteristics of collisions involving pedestrians and bicyclists. This analysis was based on the city's Crossroads data, and can be augmented with California Highway Patrol SWITRS data.
- » **Equity data:** Our equity analysis will include data approved by the Active Transportation Program, including CalEnviroscreen, Healthy Places Index, household income, and share of students utilizing free and reduced-price meal programs at each school. It may also include zero-automobile households and other data sources for a more complete description of the equity characteristics of the city.
- » **Land use data:** We will identify land use based on our work on the General Plan and the travel forecasting model, including locations of
 - » Multifamily housings
 - » Schools
 - » Parks
 - » Senior facilities
 - » Retail destinations
- » **Street data:** We will identify the characteristics of major streets based on our General Plan, travel forecasting

model, and LRSP work, including the following:

- » Functional classification
- » Number of lanes
- » Speed limits
- » Traffic volumes
- » **Transit data:** YoloBus data on local transit usage to highlight frequently used bus stops and routes.
- » **Mode share data:** We will use Census data to identify commute mode share within the city.
- » **Bike parking data:** Information about locations and types of bicycle racks, if available. We will supplement existing data with a review of important retail destinations and government destinations. We will solicit information on bike parking at schools during conversations with local school officials. We will also solicit the public for information about local bike parking during our online and in-person outreach.
- » **ADA Transition Plan data:** If available, this can help us identify the location of deficient or missing sidewalks and curb ramps.

In addition to the GIS data above, we will also review other relevant plans and documents:

- » 2002 Woodland Bicycle Master Plan
- » General Plan
- » Streets Master Plan
- » Climate Action Plan
- » Local Road Safety Plan (LRSP)
- » ADA Transition Plan
- » Standard drawings and plans
- » City code governing bicycles and pedestrians
- » Yolo County Bicycle Transportation Plan
- » Safe Routes to School Projects and Program
- » YCTD Active Transportation Corridors
- » SACOG Trails Masterplan

Lastly, we will conduct interviews with key local stakeholders to understand their concerns and needs related to walking and biking in Woodland.

- » Woodland Police Department
- » Woodland Joint Unified School District
- » Yolo County Transportation District
- » Yolo County Health Department
- » The Bike Campaign
- » Outa Sight
- » Other groups identified in conjunction with the City

We will use the data described to create the following analysis and memos. Although the City has identified several different memos, we may, in consultation with the City, combine these into a larger memo which considers factors and conclusions which span these topics. Each memo will include a draft and a final version incorporating one round of comments.

- » **Existing Conditions Base Map:** An online map with switchable layers will be created to allow the City to view the data collected. PDF maps of key topics will also be provided.
- » **Collision Analysis:** We will use our work on the LRSP as the basis for a summary of collisions involving bicyclists and pedestrians, including hot spots and primary collision factors.
- » **Bikeway and Sidewalk Gap Map and Memo:** We will identify where there are gaps in the sidewalk network, missing crosswalks or curb ramps, and missing links in the bicycle network. This analysis will also consider connections to Yolo County bicycle and pedestrian networks.
- » **Citywide Level of Traffic Stress Analysis Memo:** We will use data we have collected for Yolo County and our StreetScore+ tool to identify the comfort level of walking or biking on major city streets. This will be accomplished using previous analysis we have developed for the County, including the City, with minor updates to reflect recent work done in the City. Locations where it is uncomfortable to walk or bike serve effectively as a barrier to walking and biking, making it less likely that people in Woodland will walk or bike to meet their transportation needs. This work will inform our guidance on bikeway selection, discussed more in Task 05.
- » **Community Equity Map and Memo:** We will analyze the data described above and determine which neighborhoods may be under served by bicycling and pedestrian infrastructure or which may experience a disproportional share of collisions involving bicyclists and pedestrians.
- » **Schools and Parkway Connectivity Analysis Memo:** We will perform walkshed and bikeshed analysis for up to three locations in the city to identify those locations serve the extent of the nearby communities they serve. This analysis can be used in conjunction with the gap analysis to identify opportunities to increase the number of residents who are able to walk or bike to these destinations.
- » **Summary of Existing Conditions:** Either as a separate memo, or in combination with the memos described

above, we will summarize all the data we collected and our conclusions about the state of walking and biking in the city. Our memo will include maps and tables to support our conclusions.

TASK 03 DELIVERABLES

- » Project kickoff meeting with agenda and notes
- » Monthly progress meetings with agenda and notes
- » Monthly Progress Reports
- » Existing Conditions Base Map
- » Collision Analysis Summary
- » Bikeway and Sidewalk Gap Map and Memo
- » Citywide Level of Traffic Stress Analysis Memo
- » Community Equity Map and Memo
- » Schools and Parkway Connectivity Analysis Memo
- » Summary of Existing Conditions

*Pictured Right: City of Sacramento
Pocket-Greenhaven Transportation Study
Bicyclist Level of Traffic Stress Analysis
Fehr & Peers*

Figure 10
Bicyclist Level of Traffic Stress

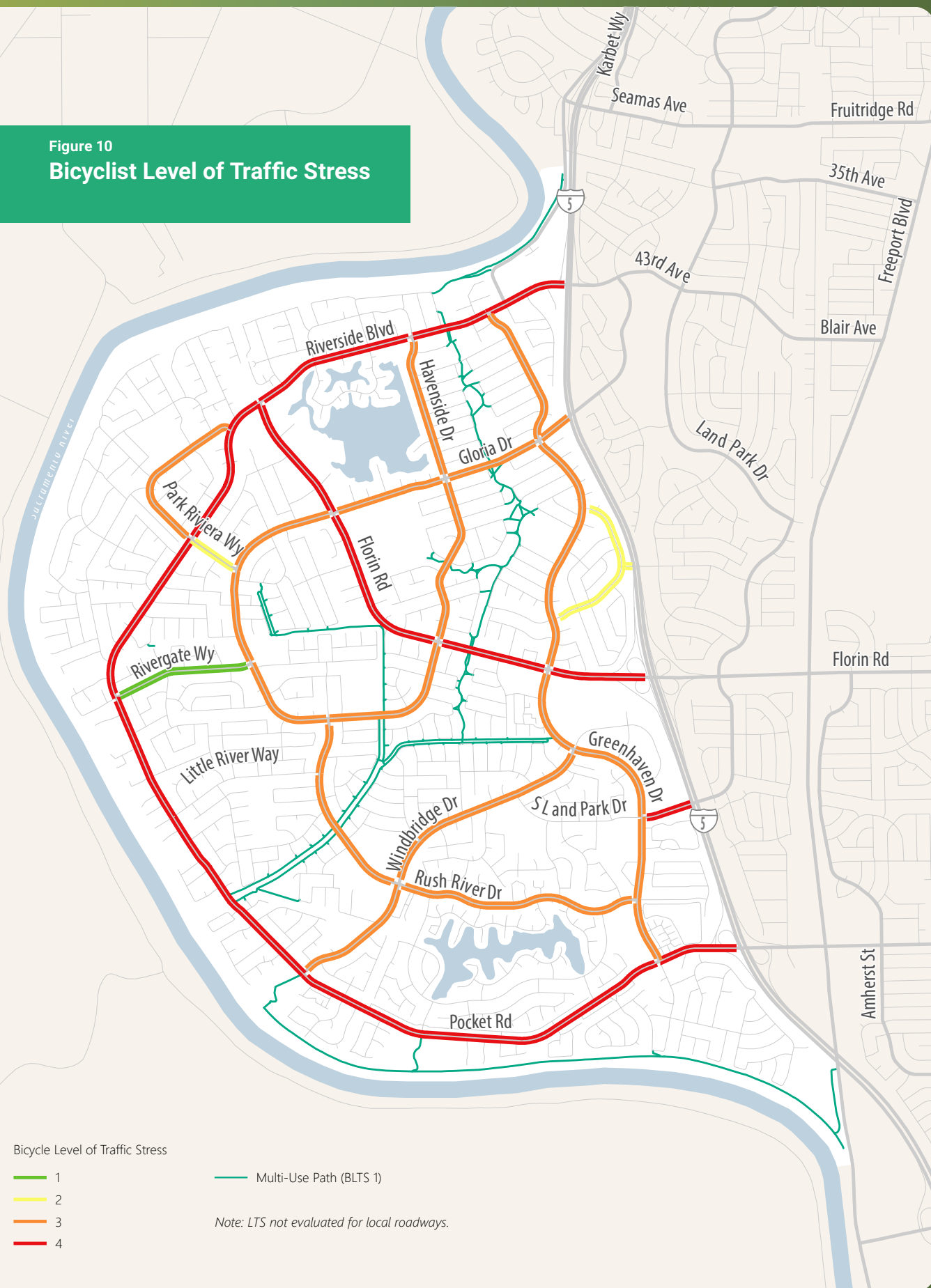
Sacramento River

Bicycle Level of Traffic Stress

- 1
- 2
- 3
- 4

Multi-Use Path (BLTS 1)

Note: LTS not evaluated for local roadways.



TASK 04: PUBLIC OUTREACH

Fehr & Peers will conduct public outreach to get input and feedback on the proposed projects in the plan. Outreach will include:

- » **An online web map for the public to view key data**, such as existing bike and pedestrian facilities. Location-specific comments can be added about the challenges they experience walking and biking and the improvements they would like to see in the city. This map will use our Crowdsourc+ tool, which is available for demonstration purposes at <https://demo.fehrandpeers.com/crowdsourcplus/>.
- » **A public meeting during the data collection phase of the project.** This could be held as a stand-alone meeting in an open house format, with a brief presentation followed by discussion around maps that the public may use to provide comments. Alternatively, it could be a booth at an existing event in the city, such as the California Honey Festival in May, the Woodland Tomato Festival in August, or one of the regular Saturday Woodland Farmers Markets in the spring and summer. Such outreach would include boards describing the project and challenges for walking and biking in the city, with project team members available to answer questions and use maps and notes to record comments from the public. Depending on the event and space available, a demonstration of a treatment, such as a protected bikeway, could also be shown to help engage the public.
- » **A public meeting held when the draft project list and recommendations are ready.** This meeting will be a stand-alone meeting with a short presentation followed by an open house with maps available for public comment on the draft recommendations. Note: we are recommending different timing for this outreach than what is included in the Caltrans application, which recommends holding this meeting when the draft plan is available. Although we are happy to accommodate the schedule in the application, feedback at an earlier stage in the process will allow more flexibility in adjusting priorities without necessitating updates to other parts of the draft plan.

- » **All events will include Spanish materials and presentations.** To supplement City staff who may provide translation services, David Manciat, one of our staff members with extensive project experience in the city and who is a native Spanish speaker and Woodland resident, will participate in this outreach and provide translations.
- » **We will work with the City to identify the best opportunities and times for each event**, and then have the City reserve necessary rooms or event booths

For all events, Fehr & Peers will create the following:

- » An outreach flyer with content that can be used by the City to promote the events through channels including local newspapers, the City website, and social media.
- » Presentation materials, including PowerPoint and posters as appropriate.
- » Summary of results of outreach.
- » Caltrans will also be invited to attend each event.

At this time, outreach is planned to be in person. If the status of the current pandemic is such that in-person outreach is not advised, we will hold the outreach meetings online via Zoom.

TASK 04 DELIVERABLES

- » Online web map for public comment
- » Public outreach event early in the project
- » Public outreach event after draft recommendations are created
- » Flyers, presentations, posters, other necessary event materials
- » Summary of outreach results and feedback

*Pictured Right: Crowdsourc+ Demonstration Tool,
<https://demo.fehrandpeers.com/crowdsourcplus/>
Fehr & Peers*

TASK 05: DEVELOPMENT OF PLAN COMPONENTS

Based on the input collected in Tasks 3 and 4, Fehr & Peers will develop recommended improvements for biking and walking in the city. We will first create a list and online maps of location-specific improvements such as new bike lanes, sidewalks, crosswalks, and traffic calming. The online map will be for project team use, for the City to provide comment on specific recommendations.

We will then create a recommended prioritization rubric, considering factors such as the following:

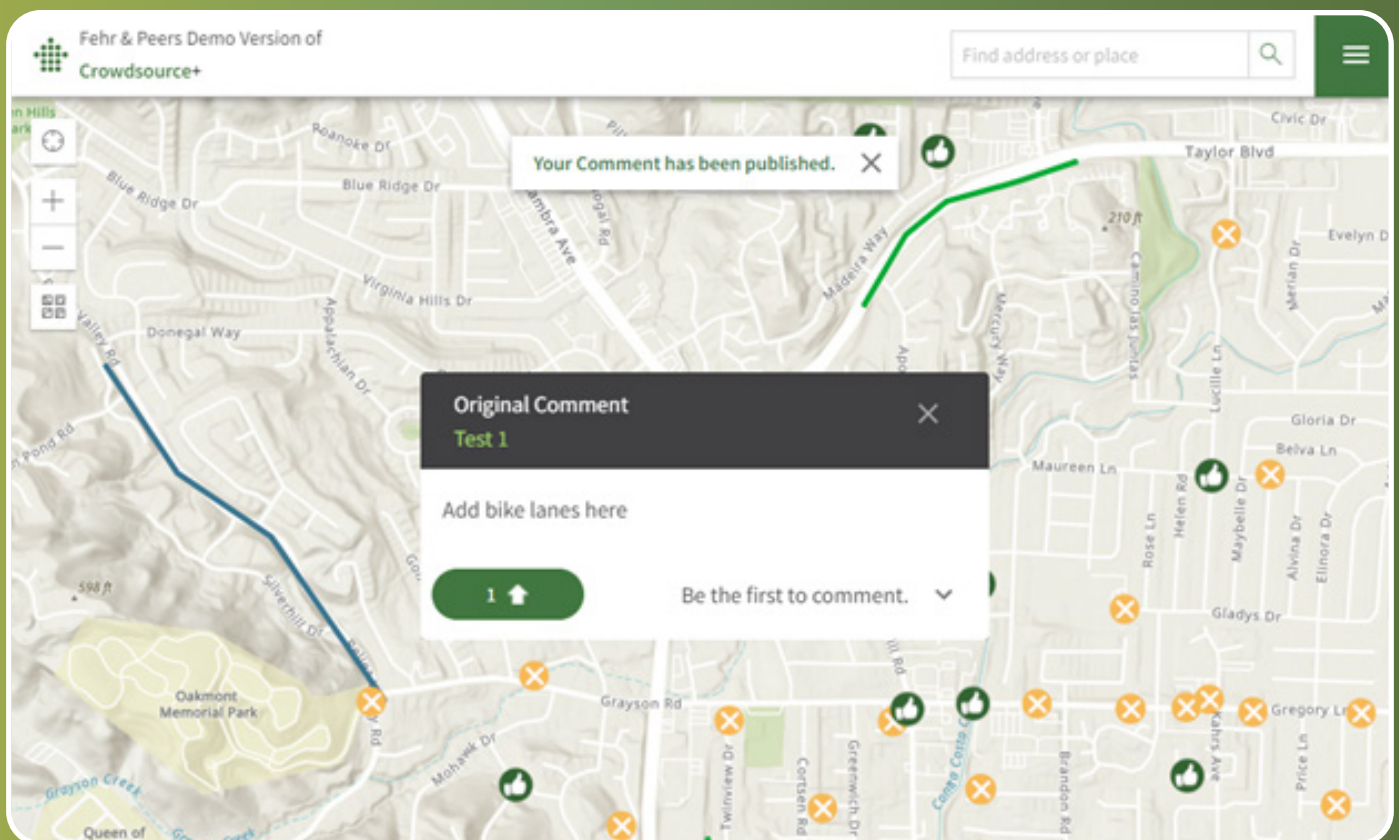
- » Proximity to schools, parks, senior facilities, and other key destinations
- » Proximity to recent collisions
- » Proximity to transit stops
- » Support of disadvantaged communities
- » Public input
- » City staff input

We will present this rubric to City staff for comment and will make adjustments as necessary. We will then apply the final rubric to the recommended improvements list.

Next, we will create a list of six priority projects. Each project may be a corridor or area around a school or other destination. We will review the draft list with the City and make adjustments as appropriate.

After the recommended improvements and priority projects are reviewed and approved by the City, we will present them in a public meeting as described in Task 04. If necessary, we will then adjust projects or priorities after discussion with the City. Final PDF maps of the improvements and projects will then be created.

After the list of recommended improvements and priority projects is finalized, our partner, Bennett Engineering, will create cost estimates for each. Cost estimates for the recommended improvements will be based on high-level unit cost estimates. Cost estimates for the priority project will be more detailed, considering the characteristics of each site.



FRESNO TRANSPORTATION NEEDS ASSESSMENT –

High Priority Project Routes:



Easton/Fresno (Project # 5)



Existing Roadway Cross Sections



Project Statistics

Population Served by Project Route	2,083*
Median Household Income	\$37,149
Percent of Population Age 10-17	13.1%
CalEnviroScreen 2.0 Percentile Range	96-100%
Student Enrollment Served by Project Route	3,052
Percent of Students Eligible for Free or Reduced Meals	91%
Number of Injury Collisions Involving Bike/Ped Along Project Route '08-'11	4 Bike/3 Ped

*Project Population includes only the census designated place of Easton.



Potential Benefits

- Connects one unincorporated community (Easton) to one large city (Fresno)
- Extends existing bicycle facility in Fresno

Census Tracts IDs Along Project Route

06019001800, 06019001000

Connections to Existing Facilities?

YES on South Elm Ave at West North Ave in Fresno

Disadvantaged Community Indicators

CalEnviroScreen 2.0



Median Income Comparison



Potential Project Options

Option 1 - Bike Lane



Total Length	3.5 miles
Existing Pavement Width	26 ft - 37 ft
Proposed Pavement Width	36 ft - 42 ft
Total Cost	\$1,973,029

Option 2 - Bike Lane/ Sharrows



Total Length	3.5 miles
Existing Pavement Width	26 ft - 37 ft
Proposed Pavement Width	36 ft - 37 ft
Total Cost	\$1,932,995

To support implementation of these improvements, we will create a design reference guide with best practices for design and guidance on bikeway selection. We will recommend changes to the City’s standard plans to support these improvements. We will also discuss the recent development of electric bikes and scooters and their accommodation on local roadways and bikeways.

Our work will include topics supporting bikeways and pedestrian facilities. We will create recommendations for wayfinding, such as shown in the example of our previous work. We will also create recommendations for new bicycle parking.

We will also create a list of funding sources that may be used to implement these projects, including the types of projects that each source may be applied to.

For the six priority projects, we will create grant-ready fact sheets summarizing information useful for project applications, including a map, elements of the project, concept drawing, estimated costs, and service to disadvantaged communities.

Lastly, we will develop an implementation plan, including phasing and timing of projects, how implementation of the plan should be monitored, and timing of updates to the plan.

TASK 05 DELIVERABLES

- » Prioritization rubric
- » List and online map of recommended improvements, including cost estimates and priorities
- » Final PDF maps of improvements and projects
- » Priority project fact sheets, including draft and final version incorporating one round of comments
- » Design reference guide and recommended changes to City standards, including draft and final version incorporating one round of comments
- » Implementation plan, including draft and final version incorporating one round of comments

TASK 06: DRAFT AND FINAL PLAN

Fehr & Peers will develop a draft active transportation plan which will be based on the memos developed for Tasks 03, 04, and 05. The plan itself will be succinct, focusing on key content and messages, and conveying information through maps, images, and tables to better convey plan concepts. Supporting information will be provided in appendices. A draft City Council resolution to adopt the plan will also be included.

An administrative draft plan will be developed and provided to the City for one round of consolidated comments. Those comments will be incorporated into a public draft plan.

As noted in Task 04, we recommend adjusting the timing of the second public meeting to get input when the draft list of improvements and projects is ready, but before the plan is drafted. If the City prefers to not make that change, the second public meeting would take place after the public draft plan release.

We will present the draft plan to the City Council at this step. We will create a presentation to be used in the City Council meeting.

After all comments are received, we will create a final plan incorporating those comments. We will present the final plan to the City Council. A final electronic copy of the plan will be delivered to the City, along with a geodatabase of GIS data from the plan.

TASK 06 DELIVERABLES

- » Administrative draft plan
- » Public draft plan, incorporating one round of comments
- » City council presentation of draft plan and attendance at a City Council meeting
- » Final plan, incorporating final council comments
- » Final plan presentation to City Council and attendance at a City Council meeting
- » Geodatabase of key GIS data from the plan

TASK 07: CALTRANS REPORTING

Although this task is primarily the responsibility of the City, Fehr & Peers will support reporting as described in Tasks 01 and 02.

*Pictured Left: Grant-Ready Fact Sheet
Fresno COG ATP Transportation Needs Assessment
Fehr & Peers*