



City of Woodland
Meeting Agenda
City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

February 6, 2024
6:00 PM

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

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

Land Acknowledgment Statement - The City of Woodland acknowledges the land on which we live and work. For thousands of years, this land has been the home of Patwin people. Today, there are three federally recognized Patwin tribes: Cachil DeHe Band of Wintun Indians of the Colusa Indian Community, Kletsel Dehe Wintun Nation, and Yocha Dehe Wintun Nation. The Patwin people have remained committed to the stewardship of this land over many centuries. It has been cherished and protected, as elders have instructed the young through generations. We are honored and grateful to be here today on their traditional lands.

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.gov. 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.

1. 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 communications submitted for items specific to this agenda will be attached as a file to the associated agenda item.

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.

2. 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

3. SUBJECT: City Council Meeting Minutes of January 16, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of January 16, 2024.

4. SUBJECT: New Capital Improvement Project, Pacific Flyway Pond Enhancement Project, CIP 24-10, appropriation of project funds and approval of the Memorandum of Understanding with the Yolo County Resource Conservation District

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

- 1.) Create a new capital project, the Pacific Flyway Pond Enhancement Project, CIP 24-10; appropriate \$400,000 from WPCF Export Biosolids Project, CIP 10-11, and appropriate \$1,672,000 from the Sewer Enterprise Fund, Fund 220 for a project budget of \$2,072,000; and
- 2.) Approve a Memorandum of Understanding with the Yolo County Resource Conservation District (YCRCD) for an amount up to \$1,097,464.

5. SUBJECT: Create New Capital Improvement Project, the 2025 Water and Sewer Replacement Project, CIP 24-02, appropriate funding, and approve Design Agreement with Laugenour and Meikle, Inc., for the 2025 Water & Sewer Replacement Project, CIP 24-02

RECOMMENDATION FOR ACTION Staff recommends that the City Council adopt Resolution No. _____ to (1) Create a Capital Improvement Project, the 2025 Water & Sewer Replacement Project, CIP 24-02; (2) Appropriate \$3,887,737 from the Water Enterprise Fund, Fund 2210; (3) Appropriate \$1,000,000 from the Sewer Enterprise Fund, Fund 2220, and (4) Authorize the City Manager to execute a consultant agreement with Laugenour & Meikle, Inc., in the amount of \$270,390 for design of the 2025 Water & Sewer Replacement Project, CIP 24-02 and authorize a contingency of up to 10% (\$27,039).

6. SUBJECT: Amendment to Add the City of West Sacramento to the Yolo Animal Services Planning Agency Joint Powers Agency

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopts Resolution _____ to approve the first amendment to agreement creating the Yolo Animal Services Planning Agency Joint Powers Authority to add the City of West Sacramento as a Member; and authorize the City Manager to execute the amendment.

7. SUBJECT: Final Acceptance and Notice of Completion for South Canal Storm Ditch Widening Project, CIP #24-07

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, accepting the South Canal Storm Ditch Widening Project, CIP #24-07, as complete and authorizing the City Clerk to file a Notice of Completion.

8. SUBJECT: 2024 Road Maintenance Project, CIP 23-01 & 24-01; Approve Plans and Specifications, Authorize Bid Advertisement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the project plans and specifications for the 2024 Road Maintenance Project, CIP 23-01 & 24-01 and authorizing bid advertisement.

9. SUBJECT: Crawford Park Court Restoration Project

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a construction contract with Western Engineering Contractors, Inc. in the amount of \$442,412 for the William Crawford Senior Park Court Restoration Project.

G. REPORTS OF THE CITY MANAGER

10. SUBJECT: Fire Department Deployment Analysis and New Station Location

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

1. Receive a presentation on fire department deployment analysis and new fire station location; and
2. Direct staff to proceed with the planning, design, and financing for construction of a new fire station at the City's E. Gibson Road and Bourn Drive property.

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, February 6, 2024 was posted on Friday, February 2, 2024 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: February 6, 2024
ITEM #: D.1
SUBJECT: General Public Comments

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Ken Hiatt
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: February 6, 2024
ITEM #: E.2
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.

Ken Hiatt
City Manager

Attachments:

1. Long Range Calendar

CITY COUNCIL LONG RANGE CALENDAR

February 20th

REGULAR MEETING

Woodland Community College Men's Soccer Team - Proclamation
Woodland Tennis Club – License Agreement
RAISE Grant – I-5/113 Connector
Cintas Uniform Contract Award
Community Development Midyear Report
Police Department Midyear Report

February 24th

SPECIAL MEETING

City Council Retreat / Study Session

March 5th

REGULAR MEETING

City Council Meeting Minutes of February 6, 2024 and February 20, 2024

March 19th

REGULAR MEETING

City Council Meeting Minutes of February 6, 2024 and February 20, 2024
FY23/24 Mid Year Budget
Active Transportation Plan Adoption

Future Topics / Study Sessions:

Retail Cannabis License Agreements (April)
Annual Housing Report (May)
Transit Hub Relocation (May)
Rule 20A Undergrounding (TBD)
CUPs for Cannabis Retailers (TBD)
Comprehensive Zoning Adoption (Spring 2024)

Updated 2/2/2024



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: February 6, 2024
ITEM #: F.3
SUBJECT: SUBJECT: City Council Meeting Minutes of January 16, 2024

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of January 16, 2024.

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. 01.16.24 DRAFT_minutes

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, January 16, 2024

6:00 PM

City Council

CITY COUNCIL

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

A. CALL TO ORDER

Meeting called to order at 6:00 PM.

B. ROLL CALL

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

Absent: Member Lansburgh

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Cindy Norris.

***Land Acknowledgment Statement** - The City of Woodland acknowledges the land on which we live and work. For thousands of years, this land has been the home of Patwin people. Today, there are three federally recognized Patwin tribes: Cachil DeHe Band of Wintun Indians of the Colusa Indian Community, Kletsel Dehe Wintun Nation, and Yocha Dehe Wintun Nation. The Patwin people have remained committed to the stewardship of this land over many centuries. It has been cherished and protected, as elders have instructed the young through generations. We are honored and grateful to be here today on their traditional lands.*

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Lisa Gibney spoke regarding homelessness.

1. SUBJECT: General Public Comments

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Emails received from Cathy Mullanix regarding Measure M and Olga Budko regarding operations of some City employees.

E. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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2. SUBJECT: Long Range Calendar

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

Verbal updates provided by Council Members/Staff.

F. PRESENTATIONS

3. SUBJECT: Martin Luther King Jr. Youth Essay Contest Winner

RECOMMENDATION FOR ACTION: Staff recommends that the City Council acknowledge the winners of the Martin Luther King Jr. Essay Contest.

The winner of the Martin Luther King Jr. Essay Contest, Sri Vaddella, a sophomore from Pioneer High School recited her poem.

4. SUBJECT: Certificate of Appreciation for Cindy Norris

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the Certificate of Appreciation for Cindy Norris in recognition of her 32 years of dedicated public service and over 18 years of service to the citizens of Woodland.

Approved the Certificate of Appreciation for Cindy Norris in recognition of her 32 years of dedicated public service and over 18 years of service to the citizens of Woodland.

G. CONSENT CALENDAR

5. SUBJECT: City Council Meeting Minutes of December 5, 2023 and December 19, 2023

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of December 5, 2023 and December 19, 2023.

Adopted the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of December 5, 2023 and December 19, 2023.

6. SUBJECT: Community Services Department Quarterly Status Report for the Second Quarter FY24

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Community Services Department Quarterly Status Report for the Second Quarter FY24.

Received the Community Services Department Quarterly Status Report for the Second Quarter FY24.

7. SUBJECT: Fire Department Semi-Annual Status Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council

accept the Fire Department Semi-Annual Status Report for July-December 2023.

Accepted the Fire Department Semi-Annual Status Report for July-December 2023.

8. SUBJECT: Job Descriptions: Community Enhancement Specialist and Management Analyst Series

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the amended job descriptions for the Community Enhancement Specialist and the Management Analyst Series.

Approved the amended job descriptions for the Community Enhancement Specialist and the Management Analyst Series.

9. SUBJECT: Approval of Amendment #1 to the SLIF Reimbursement Agreement with TL Revival, L.P. for Beeghly Lot D (SM5196)

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving Amendment #1 to the agreement regarding reimbursement of Spring Lake Specific Plan improvements for Subdivision #5196; and authorizing the City Manager to sign the Amendment on behalf of the City.

Adopted RESOLUTION NO. 8195, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING AMENDMENT 1 TO AN AGREEMENT REGARDING REIMBURSEMENT OF SPRING LAKE SPECIFIC PLAN IMPROVEMENTS FOR SUBDIVISION 5196 WITH TL REVIVAL, LP, A CALIFORNIA LIMITED PARTNERSHP.

10. SUBJECT: Approval of Plans and Specifications, and Authorization of Bid Advertisement for the 2024 Water and Sewer Repair and Replacement Project, CIP 23-02

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, (1) Approving the Project plans and specifications, and (2) Authorizing bid advertisement for the 2024 Water and Sewer Repair and Replacement Project, CIP 23-02.

Adopted RESOLUTION NO. 8196 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR THE 2024 WATER AND SEWER REPAIR AND REPLACEMENT PROJECT, CIP 23-02.

11. SUBJECT: Community Center Parking Lot Expansion Project (CIP 24-08) – Create a New Capital Project and Approve a Consultant Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to 1) approve a new capital project: Community Center Parking Lot Expansion Project (CIP 24-08), 2) appropriate a \$1,000,000 transfer of Measure J reserve funds (Fund 1101) to the City's General Capital Fund, 3) appropriate \$200,000 in the General Capital Fund (Fund 1501) to the Project, and 4) authorize the City Manager to execute a Professional Services Agreement with Laugenour and Meikle in an amount up to \$136,541 for engineering and landscape design services and authorize the City Manager to execute amendments up to 15% of the agreement amount (\$20,481).

Adopted RESOLUTION NO. 8197, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO CREATE A NEW CAPITAL PROJECT – COMMUNITY CENTER

PARKING LOT EXPANSION (CIP 24-08), APPROPRIATE FUNDING FOR DESIGN OF THE PROJECT, AND APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH LAUGENOUR AND MEIKLE FOR DESIGN SERVICES.

On a motion by Member Stallard, seconded by Member Fernandez and carried on a 4-0 vote, Council Members approved Consent Calendar Items No. 5 through 11.

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

NOES: Member Lansburgh

H. REPORTS OF THE CITY MANAGER

12. SUBJECT: Woodland Police Department 2024-2026 Strategic Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation on the Woodland Police Department's 2024-2026 Strategic Plan, which outlines specific goals and objectives. This document will serve as a guide for the Department to attain both a higher level of service to the public and a more nurturing environment for the department staff over the next (2) years.

Received a presentation from Police Chief Kaff on the Woodland Police Department's 2024-2026 Strategic Plan, which outlines specific goals and objectives. This document will serve as a guide for the Department to attain both a higher level of service to the public and a more nurturing environment for the department staff over the next (2) years.

13. SUBJECT: Equity Action Plan Update

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an update on Woodland's Equity Action Plan.

Received an update from Spencer Bowen, Communication & Strategic Policy Manager, and Amanda Portier, Marketing & Business Relations Specialist on Woodland's Equity Action Plan.

I. ADJOURN

Meeting adjourned at 7:15 PM in memory of John Lauricella and Mary Levario.

Respectfully submitted,

Ana B. Gonzalez, City Clerk, CMC



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: February 6, 2024
ITEM #: F.4
SUBJECT: New Capital Improvement Project, Pacific Flyway Pond Enhancement Project, CIP 24-10, appropriation of project funds and approval of the Memorandum of Understanding with the Yolo County Resource Conservation District

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

- 1.) Create a new capital project, the Pacific Flyway Pond Enhancement Project, CIP 24-10; appropriate \$400,000 from WPCF Export Biosolids Project, CIP 10-11, and appropriate \$1,672,000 from the Sewer Enterprise Fund, Fund 220 for a project budget of \$2,072,000; and
- 2.) Approve a Memorandum of Understanding with the Yolo County Resource Conservation District (YCRCD) for an amount up to \$1,097,464.

Staff Contact:

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

Fiscal Impact:

The budget for the project includes \$1,672,000 in grant funds from the Wildlife Conservation Board and a minimum of \$246,000 in local matching funds for a total of \$1,972,000 in work funded as part of the grant program. The grant program covers approximately 87% of grant related project work. The project budget also includes \$400,000 in local match funds from the WPCF Treatment Plant Biosolids Project, CIP #10-11 for a project budget of \$2,072,000. The grant program will reimburse the City for project expenses which will repay the Sewer Enterprise Fund as the project progresses. The pond site has been used for wastewater treatment facility sludge stabilization for several decades and this project essentially completes the conversion of the site from a wastewater treatment facility to a regional migratory bird habitat and regional storm water detention pond.

With the completion of the North Regional Pond & Pump Station Project, CIP 17-21, several years ago, the pond site began service as a regional storm water detention pond with approximately 90 acres of open water and 20 acres of upland. The large amount of open water has resulted in erosion on the banks of the pond. The City has operation and maintenance responsibility for the pond and the purpose of the project is to reduce erosion and long term O&M costs while enhancing migratory bird and shorebird habitat through permanent landscaping around the pond perimeter. The grant includes 3 years of O&M to establish the landscaping and long term O&M costs are expected to be lower than without permanent landscaping.

There is no impact on the City's General Fund.

Background:

Council approved Resolution No. 8060 in support of the Wildlife Conservation Board grant application on May 2, 2023. The Wildlife Conservation Board approved a grant in the amount of \$1,672,000 to establish landscaping and habitat for migratory birds and for shorebirds and to facilitate ongoing O&M of the Pacific Flyway Pond.

The Pacific Flyway Pond site was previously used as part of the wastewater treatment process for sludge stabilization for several decades until around 1989. The pond system was abandoned between 1989 and 2010, resulting in significant algae and odor issues in the summer months. In early 2010, a project removed the accumulated organic material from the Pacific Flyway Pond and stockpiled the material in the southeast corner (Pond 9). The site was further excavated to provide fill for the Woodland-Davis Clean Water Agency Regional Water Treatment Facility. In April 2012, the pond site was removed from the National Pollution Discharge Elimination System (NPDES) permit for the Water Pollution Control Facility (WPCF). In 2019, the pond site was converted to become a regional storm water detention facility with the purposes of reducing peak storm drainage flows and improving storm water quality.

Landscaping work to complete the site was not included in the earlier work other than wetland plantings along a portion of the southern edge of the pond. Consequently, the banks of the pond are eroding and will require increased operation and maintenance (O&M) costs to maintain the pond and to repair the damage that has already occurred. The pond also contains a large shallow area that has the potential to grow large amounts of tules, which would degrade the primary function of the pond as storm water treatment and be expensive to remove.

The pond has recently become popular with migratory birds and upland Pond 9 was host to approximately 5,000 tri-colored blackbirds in 2020. Tri-colored blackbirds are an endangered species and UC-Davis documented their presence on the site in 2020 and again last year. The pond has been documented as hosting several thousand migratory birds daily during their migration season and over 50 species on a daily basis.

Appropriating funding from the WPCF Biosolids Project is appropriate because this project will address erosion around the upland southeast portion of the site which stores a significant amount of legacy biosolids and completes the conversion of the site from its use in wastewater treatment to the use as a storm water pond and habitat.

Last winter, the north and south banks of the pond experienced significant erosion due to high water and wind-driven waves. The portion of the pond bank that had previously been landscaped did not experience erosion. The grant provides the majority of the funding to complete wetland vegetation around the pond, excavate the shallow portion of the pond to minimize tule growth, and landscaping for Pond 9 for tri-colored blackbirds. The project would reduce long term O&M costs for the pond while enhancing environmental values.

Discussion:

The pond has a perimeter of over 9,000 linear feet with a combination of steep and flat slopes along the banks. The pond is approximately 110 acres in size with approximately 90 acres of open water. The perimeter is currently vegetated by noxious weeds and is subject to erosion. The pond also has a large shallow shelf which is subject to tule growth which over time results an excessive amount of vegetation requiring ongoing removal. The pond 9 area is an upland area that was a former wastewater treatment biosolids fill site. The grant provides the needed funds to landscape the perimeter with wetland vegetation and pond 9 with upland vegetation. The project would also excavate the shallow portion of the pond and create an island for bird habitat to minimize wind-driven wave erosion. The landscaping would enhance habitat for migratory birds and the tri-colored blackbird while reducing long term O&M costs by reducing erosion along the shoreline. This project is one of several throughout the region designed to restore habitat for migratory birds within the Pacific Flyway.

The project has CEQA coverage under Addendum 2 of the Woodland-Davis Clean Water Agency (WDCWA) EIR. Addendum 2 covered the excavation of the pond site to provide fill material for the

Regional Water Treatment Facility and also covered the conversion of the site to a regional storm water detention pond. A 2013 agreement between the City and WDCWA stipulates that the City will be responsible for establishing and maintaining the final vegetation in the pond.

Staff are coordinating with the YCRCD on the project and YCRCD will lead the majority of work including: project management and reporting, habitat restoration and monitoring, and outreach and education. Staff will lead the earthwork and grading work within the pond site and provide overall project management. YCRCD will plant the vegetation around the pond perimeter. Planting events will be coordinated with the Student Landowner Education & Watershed Stewardship Program through the Center for Land-Based Learning, Woodland Tree Foundation, and Yolo Audubon Society. YCRCD will also monitor and maintain the vegetation for the three-year establishment period. The project schedule generally involves construction of the earthwork project, pond excavation and island formation in Fall 2024. The landscaping vegetation work will begin in 2024 and be completed in 2025 with the establishment period extending through June 2027.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to:

- 1.) Create a new capital project, the Pacific Flyway Pond Enhancement Project, CIP 24-10; appropriate \$400,000 from WPCF Export Biosolids Project, CIP 10-11, and appropriate \$1,672,000 from the Sewer Enterprise Fund, Fund 220 for a project budget of \$2,072,000; and
- 2.) Approve a Memorandum of Understanding with the Yolo County Resource Conservation District (YCRCD) for an amount up to \$1,097,464.

Prepared by: Tim Busch, PE, Principal Utility Civil Engineer

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



Ken Hiatt
City Manager

Attachments:

1. Resolution
2. Scope of Work and Budget

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND CREATING THE NEW CAPITAL IMPROVEMENT PROJECT, THE PACIFIC FLYWAY POND ENHANCEMENT PROJECT, CIP 24-10, APPROPRIATING PROJECT FUNDS, AND APPROVING THE MEMORANDUM OF UNDERSTANDING WITH THE YOLO COUNTY RESOURCE CONSERVATION DISTRICT

WHEREAS, the Wildlife Conservation Board awarded a grant to the City of Woodland in the amount of \$1,672,000 for the enhancement or restoration of fish and wildlife habitat for migratory birds and shorebirds and for development of public access facilities for wildlife-oriented recreational uses; and

WHEREAS, the grant application includes grant funding covering approximately 87% of the base project with a City of Woodland match amount of approximately \$400,000 to cover both the base project and additional erosion mitigation measures for a total project budget of \$2,072,000; and

WHEREAS, the Pacific Flyway Pond site was removed from the Woodland Pollution Control Facility (WPCF) NPDES permit on April 19, 2012.

WHEREAS, the Pacific Flyway Pond site was converted to a permanently wet regional storm water pond as part of the North Regional Pond & Pump Station Project, CIP #17-21; and

WHEREAS, the Pacific Flyway Pond Enhancement Project would complete landscaping work around the pond and provide environmental enhancements and reduce operations and maintenance costs; and

WHEREAS, the City Council wishes to create the Capital Improvement Project for the Pacific Flyway Pond Enhancement Project, CIP 24-10 and appropriate \$400,000 in funds from WPCF Treatment Plant Biosolids Project, CIP 10-11 through the adoption of this Resolution; and

WHEREAS, the City Council wishes to appropriate \$1,672,000 in funds from the Sewer Enterprise Fund, Fund 220 with repayment from grant reimbursements through the adoption of this Resolution; and

WHEREAS, the City Council wishes to approve a Memorandum of Understanding with the Yolo County Resource Conservation District for an amount up to \$1,097,464 and to cover the scope of work 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 creates the Capital Improvement Project for the Pacific Flyway Pond Enhancement Project, CIP 24-10 and wishes to appropriate \$400,000 in funds from WPCF Treatment Plant Biosolids Project, CIP 10-11 and appropriate \$1,672,000 from the Sewer Enterprise Fund.

Section 2. The City Council hereby approves the Memorandum of Understanding with the Yolo County Resource Conservation District in the amount of \$1,097,464. The City Manager is hereby authorized and directed to execute the amendment, subject to City Attorney approval. The City Attorney is hereby authorized to make clarifying and confirming changes so long as the total dollar amount authorized in the amendment does not change.

PASSED, APPROVED 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 February, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



Yolo County Resource Conservation District

221 West Court Street, Suite 1
Woodland, CA 95695

phone: (530) 661-1688
www.yolorcd.org

Scope of Work and Budget

City of Woodland Pacific Flyway (formerly North Regional) Pond Shorebird, Waterfowl, and Tricolored Blackbird
Habitat Enhancement

Project Description

The City of Woodland was awarded a grant from the Wildlife Conservation Board in December 2023. The Yolo County Resource Conservation District will be a subcontractor on this project.

Woodland's Pacific Flyway Pond is located along the Pacific Flyway, east of the City of Woodland and two miles west of the Yolo Bypass. As part of the City's stormwater detention facilities, this pond has year-round open water that is prime habitat for birds, including a much-needed spring and summer breeding and resting site for migratory waterbirds. Both resident birds and those migrating on the Pacific Flyway use the pond, and Tricolored Blackbirds, a state-listed species, have nested in the upland area at the southeast corner of the basin as recently as 2021. This project will implement numerous enhancements to maximize wildlife conservation benefits for migratory birds and other wildlife, including pollinator insects. The project plans to build a loafing island for safe waterbird resting space, increase variation in water depth for greater waterfowl diversity, build an island vegetated with tules for additional Tricolored Blackbird nesting, support mudflats for foraging and stopover habitat for migrating shorebirds, and enhance upland vegetation, including pollinator habitat. It also includes an educational component about the importance of functional wetland habitat for migratory and resident birds and other wildlife.

Location of Work

Site Name	City of Woodland Pacific Flyway Pond (formerly North Regional Pond)
Address	On the north side of County Road 24 just east of County Road 102 in Woodland, Yolo County, CA
Tract/APN	027-390-07
Latitude/Longitude	38°39'59.47, 121°42'53.42

Objectives and Deliverables

Task 1 - Project Management and Reporting

Ongoing throughout the project

This task includes administrative coordination, partner communication, subcontract development and management, invoicing, and reporting.



Yolo County Resource Conservation District

221 West Court Street, Suite 1
Woodland, CA 95695

phone: (530) 661-1688
www.yolorcd.org

Deliverables:

1. Quarterly progress reports
2. Submit monthly invoices to WCB
3. Develop subcontracts and process subcontract invoices and payments
4. Compile subcontractor progress reports for WCB
5. Manage all aspects of planting and outreach, and work with the WCB grant manager and all project team members to ensure project is completed as planned, or adapted if changes are required.

Task 2 – Habitat Restoration and Monitoring

January 1, 2024-June 30, 2027

This task includes all project coordinating, planning, and project implementation.

The Yolo County RCD shall lead the planting and coordination work which will include:

- Prepare the site for planting (invasive plant control: mowing, weed whacking, hand pulling, mulching, some herbicide application using Vastlan)
- Order, store and install plants
- Purchase plant protectors and irrigation supplies
- Coordinate with project partners including Center for Land-Based Learning, Woodland Tree Foundation, and Yolo Audubon Society for community outreach and education and volunteer planting days
- Install irrigation drip line, maintain the dripline, and irrigate plants
- Map and monitor weeds and native plants in the project area
- Coordinate the biological monitoring program with Point Blue Conservation Science

Deliverables:

1. Documentation of 3.58 acres of new islands, 3.25 acres to be planted
2. Documentation of 8.95 acres around the pond transitioned from invasive weeds to quality habitat for birds and insects and small mammals (total planted acres = 12.2)
3. Documentation of 2,688 erosion control plants installed on eroding pond edges
4. Documentation of 1,381 pollinator plants installed along pond banks
5. Documentation of 1,000 locally collected tule plants installed on islands
6. Documentation of 10 upland acres managed for Tricolored blackbirds
7. Documentation of Five community planting days (includes three SLEWS days)
8. Final monitoring report by PBCS

Task 3 – Outreach and Education

The YCRCD Outreach Coordinator will work with a professional graphic designer to design interpretive panels on pedestals covering the importance of the Pacific Flyway, species that can be seen at the site, the importance of native plants for habitat, and ecological stewardship. Signs will be professionally fabricated and installed. Interpretive signage will be designed and installed as soon as feasible after the heavy equipment has completed work.



Yolo County Resource Conservation District

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phone: (530) 661-1688
www.yolorcd.org

Deliverables:

1. Five National Park Service-style weather and graffiti-proof interpretive panels installed in the most accessible area of the property adjacent to the pond.
2. Social media posts on YCRCD sites informing followers about the pond.

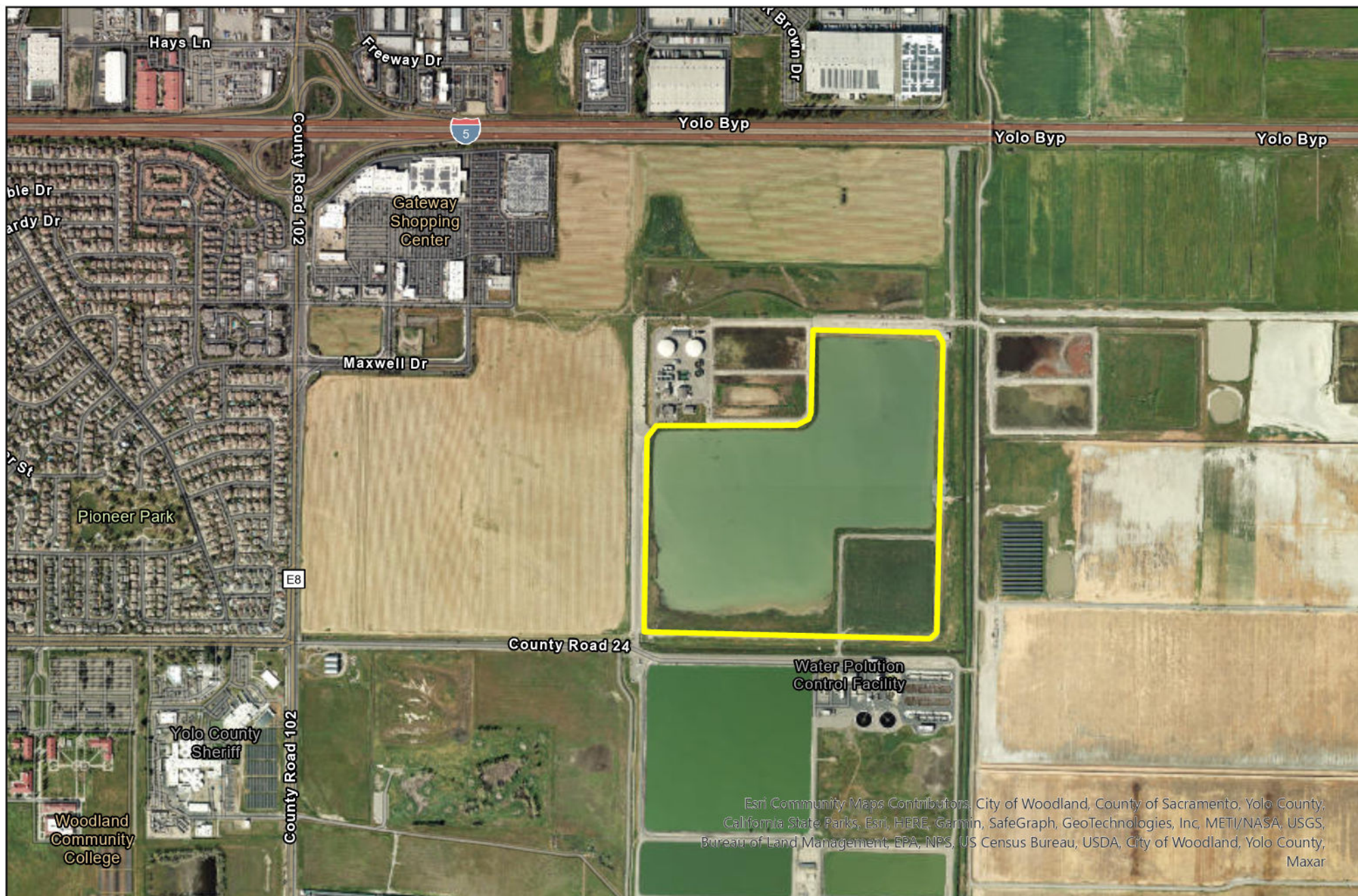
Timeline

January 1, 2024 to June 30, 2027.

Contact

Agency/Company	Yolo County Resource Conservation District
Name and Title	Heather Nichols, Executive Director
Address	221 West Court Street, Suite 1 Woodland, CA 95695
Phone Number	(530) 661-1688
Email	nichols@yolorcd.org

City of Woodland Pacific Flyway (formerly North Regional) Pond Wetland Habitat and Tricolored Blackbird Habitat Enhancement Project						
January 1, 2023 to June 30, 2027						
Task	Item	1/1/2024-6/30/2024	7/1/2024-6/30/2025	7/1/2025-6/30/2026	7/1/2026-6/30/2027	Cost
1 Project Management and Reporting						
	Labor	\$ 13,700.00	\$ 27,110.00	\$ 28,440.00	\$ 29,770.00	\$ 99,020.00
	Materials and Supplies	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 2,000.00
Task 1 Subtotal		\$ 14,200.00	\$ 27,610.00	\$ 28,940.00	\$ 30,270.00	\$ 101,020.00
2 Habitat Restoration						
	Labor	\$ 100,980.00	\$ 235,016.00	\$ 216,732.00	\$ 131,360.00	\$ 684,088.00
	Materials and Supplies	\$ 6,650.00	\$ 20,875.00	\$ 7,100.00	\$ 4,100.00	\$ 38,725.00
	Subcontractors	\$ 23,000.00	\$ 37,500.00	\$ 6,500.00	\$ 8,500.00	\$ 75,500.00
	Equipment Rental	\$ 7,983.00	\$ 31,738.00	\$ 30,212.00	\$ 22,013.00	\$ 91,946.00
Task 2 Subtotal		\$ 138,613.00	\$ 325,129.00	\$ 260,544.00	\$ 165,973.00	\$ 890,259.00
3 Outreach and Education						
	Labor	\$ 3,970.00	\$ 29,040.00	\$ 4,370.00	\$ 4,580.00	\$ 41,960.00
	Materials	\$ -	\$ 15,000.00	\$ 2,500.00	\$ 2,500.00	\$ 20,000.00
	Subcontractor	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Task 3 Subtotal		\$ 3,970.00	\$ 54,040.00	\$ 6,870.00	\$ 7,080.00	\$ 71,960.00
Task 4 Administration						
	Administration	\$ 5,719.95	\$ 17,341.95	\$ 7,021.80	\$ 4,141.30	\$ 34,225.00
Grand Total		\$ 162,502.95	\$ 424,120.95	\$ 303,375.80	\$ 207,464.30	\$ 1,097,464.00



 North Regional Pond Proposed Project Site Boundary

0 0.13 0.25 0.5 Miles





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: February 6, 2024
ITEM #: F.5
SUBJECT: Create New Capital Improvement Project, the 2025 Water and Sewer Replacement Project, CIP 24-02, appropriate funding, and approve Design Agreement with Laugenour and Meikle, Inc., for the 2025 Water & Sewer Replacement Project, CIP 24-02

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ to (1) Create a Capital Improvement Project, the 2025 Water & Sewer Replacement Project, CIP 24-02; (2) Appropriate \$3,887,737 from the Water Enterprise Fund, Fund 2210; (3) Appropriate \$1,000,000 from the Sewer Enterprise Fund, Fund 2220, and (4) Authorize the City Manager to execute a consultant agreement with Laugenour & Meikle, Inc., in the amount of \$270,390 for design of the 2025 Water & Sewer Replacement Project, CIP 24-02 and authorize a contingency of up to 10% (\$27,039).

Staff Contact:

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

Fiscal Impact:

Funding for the 2025 Water & Sewer Replacement Project, CIP 24-02, (hereafter "Project") is included in the Final Report and adopted rates from both the 2021 Water Rate Study and the 2021 Wastewater Rate Study. The funding sources include the Water Enterprise Fund in the amount of \$3,887,737 and the Sewer Enterprise Fund in the amount of \$1,000,000 for design and construction costs. The design and construction costs are fully funded by the respective enterprise funds, but the project was not included in the Capital Improvement Program budget approval on June 20, 2023. The design contract in the amount of \$270,039 with Laugenour & Meikle, Inc., and the contract contingency in the amount of \$27,039 are fully funded through CIP 24-02.

Staff estimates the total project cost will be in the range of \$7 million to \$8 million. The project budget will be updated after design progresses and after construction bids are received. At that time, any necessary additional funds would be transferred to the Project from other funded projects, including CIP 09-23, Water System Leak Detection Maintenance and Repair, and CIP 08-21, Annual Sewer Repair and Replacement. Authorization to Bid and Construction Contract Award will be presented to Council for approval at a future date.

Background:

CIP 24-02 is the ninth phase of a multi-year project where Engineering and Operations staff annually identify locations around the City that have the greatest occurrence of water main and water lateral breaks and leaks, and prioritize these locations for repair and replacement. The areas prioritized for replacement are predominantly streets with two-inch (2") or three-inch (3") cast iron water mains located behind sidewalks. These smaller diameter, back-of-walk water mains have been experiencing an increasing number of breaks in recent years due to their location, bury depth and aging condition. The existing water infrastructure in this area ranges between 75 and 124 years old. Approximately 6,000 feet of this deficient back-of-walk water distribution network will be eliminated with the 2025 Project.

Staff periodically evaluate the City sewer collection system according to the Sewer System Management Plan guidelines. Each sewer pipe in the City is attributed a condition rating that is regularly updated with a goal to eliminate sewer overflows and provide adequate sewer capacity to residents. The existing sewer pipes within the Project area are between 75-124 years old and there are several segments that warrant full replacement along with replacement of several sewer lateral lines. The exact scope of sewer repair and replacement work will be evaluated as design progresses.

Discussion:

This Project is intended to repair and replace water mains and laterals in the vicinity of Cross Street between 3rd Street and West Street and College Street generally between Pendegast Street and Lincoln Street (please see the attached vicinity map for the complete Project area). This is an area with small-diameter cast iron water mains located behind sidewalks with six-inch and eight-inch (6" & 8") diameter mains in the street. The Project will replace this distribution network with approximately 6,000 ft new eight-inch diameter mains in the street and connect residences with new polyethylene services. Once completed, the Project will result in more reliable water pressure and uninterrupted water service for approximately 130 homes.

The existing sewer system within the Project vicinity consists of six-inch and eight-inch (6" & 8") diameter vitrified clay pipelines in the street. These sewers vary in age and condition with some pipes having been installed in 1900. Several mains segments within the Project will require open cut replacement due to excessive of cracks, breaks and fractures. Also, in this area of the City there are several Orangeburg sewer laterals. Orangeburg material is manufactured from a combination of compressed wood fibers, adhesive and coal tar. At best, these Orangeburg laterals have a service life of 50 years and are a recurring problem for Operations Staff. It is anticipated that the City will replace any significantly defective laterals and sections of mainlines via open-cut trenching with CIP 24-02 and then return to this area in the future with a trenchless lining project to repair the less severe sewer deficiencies.

Laugenour & Meikle, Inc., (L&M) was selected for the Project through a quality-based selection process and is on the City's on-call list for engineering design firms. The engineering design contract with L&M includes the engineering services required to prepare final plans and specifications and provide assistance during bidding and construction. These design services generally include:

- Project Management, which includes coordination with City Staff and other City consultants, quality assurance and quality control.
- Base Mapping, which includes conducting a topographic survey and preparing maps.
- Public Improvement Plans, which includes drafting improvement plans for water and sewer main replacement. This typically includes submittal and evaluation of 65% completed plans, 90% completed plans, and final 100% completed plans and design documents, as well as a construction cost estimate.
- Administration, which includes assistance during the bidding process and construction.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____ to (1) Create a Capital Improvement Project, the 2025 Water & Sewer Replacement Project, CIP 24-02; (2) Appropriate \$3,887,737 from the Water Enterprise Fund, Fund 2210; (3) Appropriate \$1,000,000 from the Sewer Enterprise Fund, Fund 2220, and (4) Authorize the City Manager to execute a consultant agreement with Laugenour & Meikle, Inc., in the amount of \$270,390 for design of the 2025 Water & Sewer Replacement Project, CIP 24-02 and authorize a contingency of up to 10% (\$27,039).

Prepared by: Tim Busch, P.E., Principal Utilities Civil Engineer

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

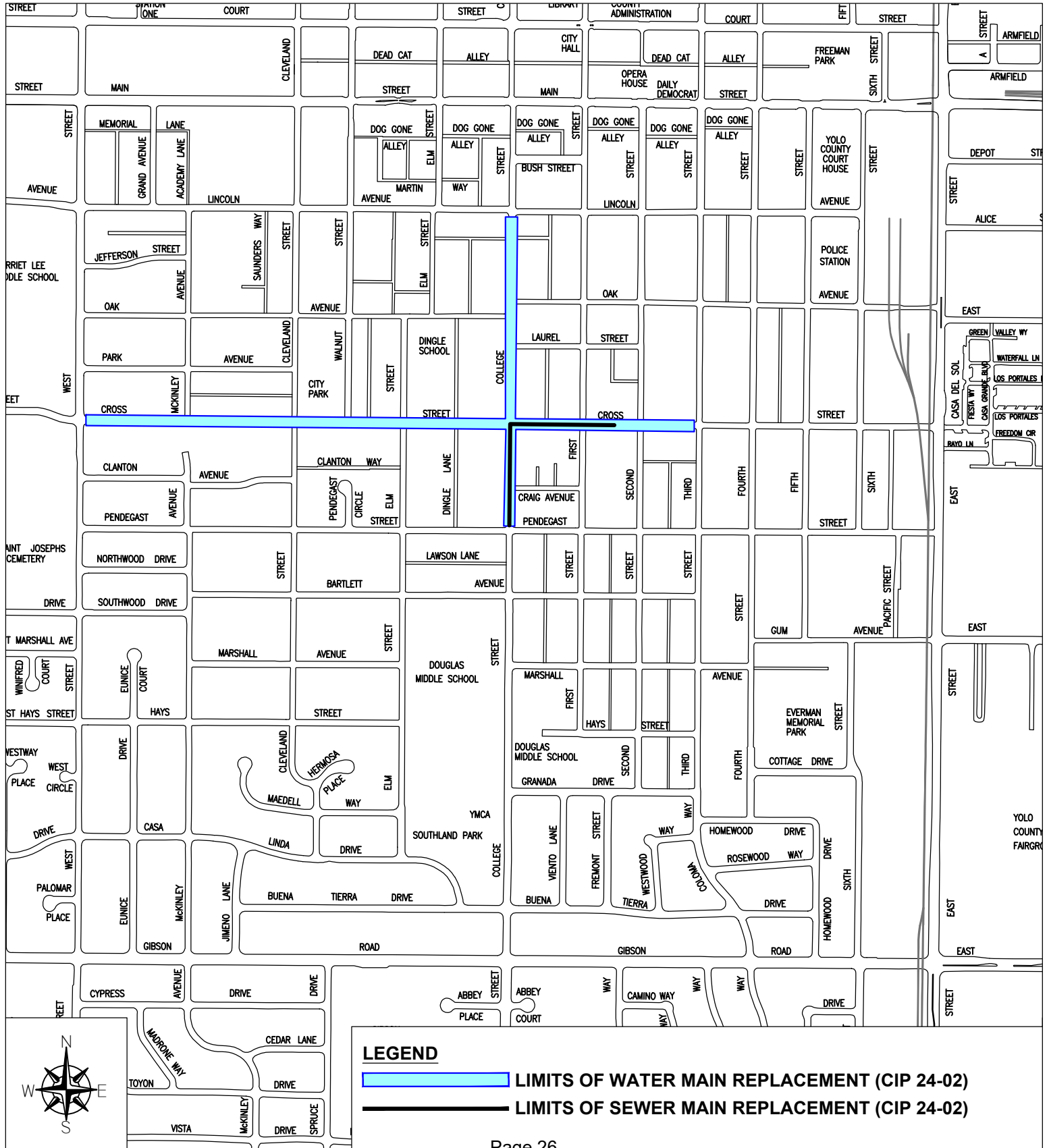
A handwritten signature in black ink, appearing to read 'Ken Hiatt', with a long horizontal flourish extending to the right.

Ken Hiatt
City Manager

Attachments:

1. Vicinity Map_24-02
2. Resolution
3. COW - 2025 Water-Sewer Main Replacement PL - E-MAIL

VICINITY MAP
2025 WATER & SEWER REPAIR & REPLACEMENT PROJECT, CIP 24-02



RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
CREATING THE NEW CAPITAL IMPROVEMENT PROJECT, THE 2025 WATER
AND SEWER REPLACEMENT PROJECT, CIP 24-02, APPROPRIATING PROJECT
FUNDS AND APPROVING A DESIGN AGREEMENT WITH LAUGENOUR AND
MEIKLE, INC., FOR ENGINEERING CONSULTING SERVICES FOR THE 2025
WATER & SEWER REPLACEMENT PROJECT, CIP# 24-02**

WHEREAS, the City Council wishes to create the Capital Improvement Project for the 2025 Water and Sewer Replacement Project, CIP 24-02 through the adoption of this Resolution; and

WHEREAS, the City Council wishes to appropriate \$3,887,737 in funds from the Water Enterprise Fund, Fund 2210 as approved in the 2021 Water Rate Study through the adoption of this Resolution; and

WHEREAS, the City Council wishes to appropriate \$1,000,000 in funds from the Sewer Enterprise Fund, Fund 2220 as approved in the 2021 Wastewater Rate Study through the adoption of this Resolution; and

WHEREAS, the City wishes to enter into a Design Agreement with Laugenour & Meikle, Inc., for the 2025 Water & Sewer Replacement Project, CIP 24-02, for an amount of \$270,390 and authorize its execution through adoption of this Resolution; and

WHEREAS, the City wishes to include a design contingency of up to 10% of the contract amount (\$27,039); and

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

Section 1. The City Council hereby creates the Capital Improvement Project for the 2025 Water and Sewer Replacement Project, CIP 24-02.

Section 2. The City Council hereby appropriates \$3,887,737 funds from the Water Enterprise Fund, Fund 2210 to the project.

Section 3. The City Council hereby appropriates \$1,000,000 funds from the Sewer Enterprise Fund, Fund 2220 to the project.

Section 4. The City Council hereby approves the Design Agreement with Laugenour & Meikle, Inc., in the amount of \$270,390 and hereby approves a ten percent (10%) design contingency in the amount of \$27,039. The City Manager is hereby authorized and directed to execute the contract, subject to City Attorney approval. The City Attorney is hereby authorized to

make clarifying and confirming changes so long as the total dollar amount authorized herein does not change.

PASSED AND ADOPTED this 6th day of February 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

January 15, 2024

Mr. Tim Busch
City of Woodland
Community Development Department
300 First Street
Woodland, California 95695
E-mail: Tim.Busch@cityofwoodland.org

Re: Civil Engineering and Land Surveying Proposal for 2025 Water & Sewer Repair & Replacement Project – Cross Street & College Street, Woodland, California

Dear Mr. Busch:

Laugenour and Meikle is pleased to present this proposal for civil engineering and land surveying services for the above referenced project. A detailed description of the services to be provided is included in the attached Exhibit “A”, Scope of Services & Compensation, which reflects the standard items of work required for this type of project.

This proposal is an estimate based on the enclosed City of Woodland 2025 Water & Sewer Repair & Replacement Project Limits (Exhibit “C”).

Laugenour and Meikle’s Estimated Schedule of Services is detailed in the enclosed Exhibit “D”.

If you have any questions or comments, please call.

Sincerely,

LAUGENOUR AND MEIKLE



Bryan P. Bonino, Principal, P.E., L.S.

Enclosure

**AUTHORIZATION TO BEGIN WORK PRIOR TO
CONTRACT PREPARATION:**

CLIENT SIGNATURE

DATE

EXHIBIT “A”

SCOPE OF SERVICES & COMPENSATION

I. SCOPE OF SERVICES:

A. PROJECT MANAGEMENT & MEETINGS:

- Manage the contract scope, schedule, and budget for all project activities.
- Coordination calls with Client.
- Periodic project reviews with Client.
- Provide monthly invoices to Client.

B. TOPOGRAPHIC SURVEY & BASE MAPPING:

- Horizontal and vertical control, including boundary ties, per Agency Control Data.
- Have site marked for USA utility locations.
- Topographic survey for 6,025 LF water line replacement design, including setting project control and benchmarks for sites as indicated on the City of Woodland 2025 Water & Sewer Repair & Replacement Project Limits (Exhibit “C”).
- Determine existing utility inverts for design (based on being able to physically determine inverts, does not include potholing).
- Create a topographic base map showing right-of-way lines and easements created from the record data and the topographic survey. This base map will be used in our analysis and design.
- Assumes no potholing will be required for design (allowance noted in Item C, if required).
- Supply Client with electronic file (AutoCAD).

C. POTHOLING (ALLOWANCE):

- Potholing for existing utilities for new water line crossing.
- Potholing to be performed by subconsultant (\$20,000 allowance).
- Allowance for one (1) full day of potholing.

D. PUBLIC IMPROVEMENT PLANS FOR WATER MAIN IMPROVEMENTS:

- Review Client requirements and City Standards.
- Prepare water line replacement improvement plans per City Design and Construction Standards. Plans will only be prepared for the 6,025 LF indicated on the City of Woodland 2025 Water & Sewer Repair & Replacement Project Limits (Exhibit “C”).
- Improvement plans for sewer lateral replacement based on City provided video data and recommendations.
- Modify plans per City review comments.
- Prepare cost estimate, special provisions for project specifications and unit price schedules for construction items. Coordinate front end contract documents by others.

E. PUBLIC IMPROVEMENT PLANS FOR SEWER IMPROVEMENTS:

- Review Client requirements and City Standards.
- Prepare improvement plans for sewer rehabilitation limits shown on the enclosed City of Woodland 2025 Water & Sewer Repair & Replacement Project Limits (Exhibit “C”) and per City Design and Construction Standards,
- Assumes that the City will provide video data, reports, and recommendations indicating location and type of rehabilitation needed for sewer mains.
- Sewer lateral replacements will be based on information provided by the City video data, reports, and recommendations.
- Modify plans per City review comments.
- Prepare cost estimate, special provisions for project specifications and unit price schedules for construction items. Coordinate front end contract documents by others.

F. EROSION CONTROL PLAN:

- This proposal assumes the disturbed area will be less than one (1) acre, therefore, a Storm Water Pollution Prevention Plan is not required.
- Prepare erosion and sedimentation control plan.
- Excludes Qualified SWPPP Practitioner (QSP) services which are required for implementation and monitoring of SWPPP.

G. BIDDING & CONSTRUCTION ADMINISTRATION:

- Bidding assistance includes written clarification of plans and specifications, preparation of addendums and attend pre-construction meeting.
- Attend meeting (progress and coordination meeting at owner’s request).
- Site visit during construction (per Owner’s request).
- Review and comment on project submittals related to civil design items.

- Conduct final project review of site improvements and assist in preparation of punch list.
- Prepare as-constructed record plans and specifications (electronic and hard copy) based on Contractor's mark-ups (no field survey time).

II. COMPENSATION:

Consultant shall be compensated on a "Fixed-Fee" basis per project total shown below. New tasks not associated with the above Scope of Services will be negotiated prior to starting any work on any additional new task:

A. Project Management & Meetings	\$ 9,600.00
B. Topographic Survey & Base Mapping	\$ 66,710.00
C. Potholing (Allowance)	\$ 25,840.00
D. Public Improvement Plans for Water Main Improvements	\$ 123,900.00
E. Public Improvement Plans for Sewer Improvements	\$ 22,800.00
F. Erosion Control Plan Only	\$ 4,500.00
G. Bidding & Construction Administration	\$ 17,040.00

PROJECT TOTAL.....\$270,390.00

These costs are based on the following Laugenour and Meikle Prevailing Wage Rate Schedule (Exhibit B). Government agency fees are not included in this cost proposal.

III. EXCLUSIONS AND/OR RESPONSIBILITIES OF CLIENT OR OTHERS:

1. Client agrees consultant will not perform on-site construction review, construction management, supervision of construction of engineering structures, or other construction supervision for this project unless specifically provided for in another Agreement.
2. All work pertaining to environmental impact report mitigation monitoring, if required.
3. Client agrees to assume complete responsibility and liability for changes in design, construction quantities, project cost, etc., whenever Client uses unsigned or unapproved survey maps or construction drawings for bidding or construction purposes.
4. All submittals of plans/reports for Agency approval are the responsibility of the Client.
5. Any regulatory agency related fees for submitting, checking, filing, inspection, performance of services, etc. are the responsibility of the Client.

EXHIBIT “B”
RATE SCHEDULE

PERSONNEL CLASSIFICATION

RATE PER HOUR

Principal Engineer	\$240.00
Principal Surveyor	\$240.00
Senior Engineer/Project Manager	\$225.00
Senior Engineer	\$215.00
Senior Surveyor	\$215.00
Associate Engineer	\$200.00
Surveyor	\$190.00
Assistant Surveyor	\$175.00
Assistant Engineer	\$185.00
Assistant Project Manager	\$175.00
Junior Engineer	\$165.00
Technician 3	\$165.00
Technician 2	\$150.00
Technician 1	\$105.00
Clerical	\$ 75.00
Accounting	\$115.00
Survey Party, 1-Man*	\$210.00
Survey Party, 1-Man Travel*	\$175.00
Survey Party, 2-Man*	\$320.00
Survey Party, 2-Man Travel*	\$245.00

REIMBURSABLES:

Aerial Drone	—	\$500.00 per Aerial Model
Field Material	—	Charged at cost plus 15%
Reproduction Items	—	Charged at cost plus 15%
Subconsultants	—	Charged at cost plus 15%
Fees	—	Charged at cost plus 15%
Agency/Utility Maps/Plans	—	Charged at cost plus 15%

* Public Works Prevailing Wage Rate

EXHIBIT "C"
CITY OF WOODLAND
2025 WATER AND SEWER REPAIR AND REPLACEMENT PROJECT LIMITS

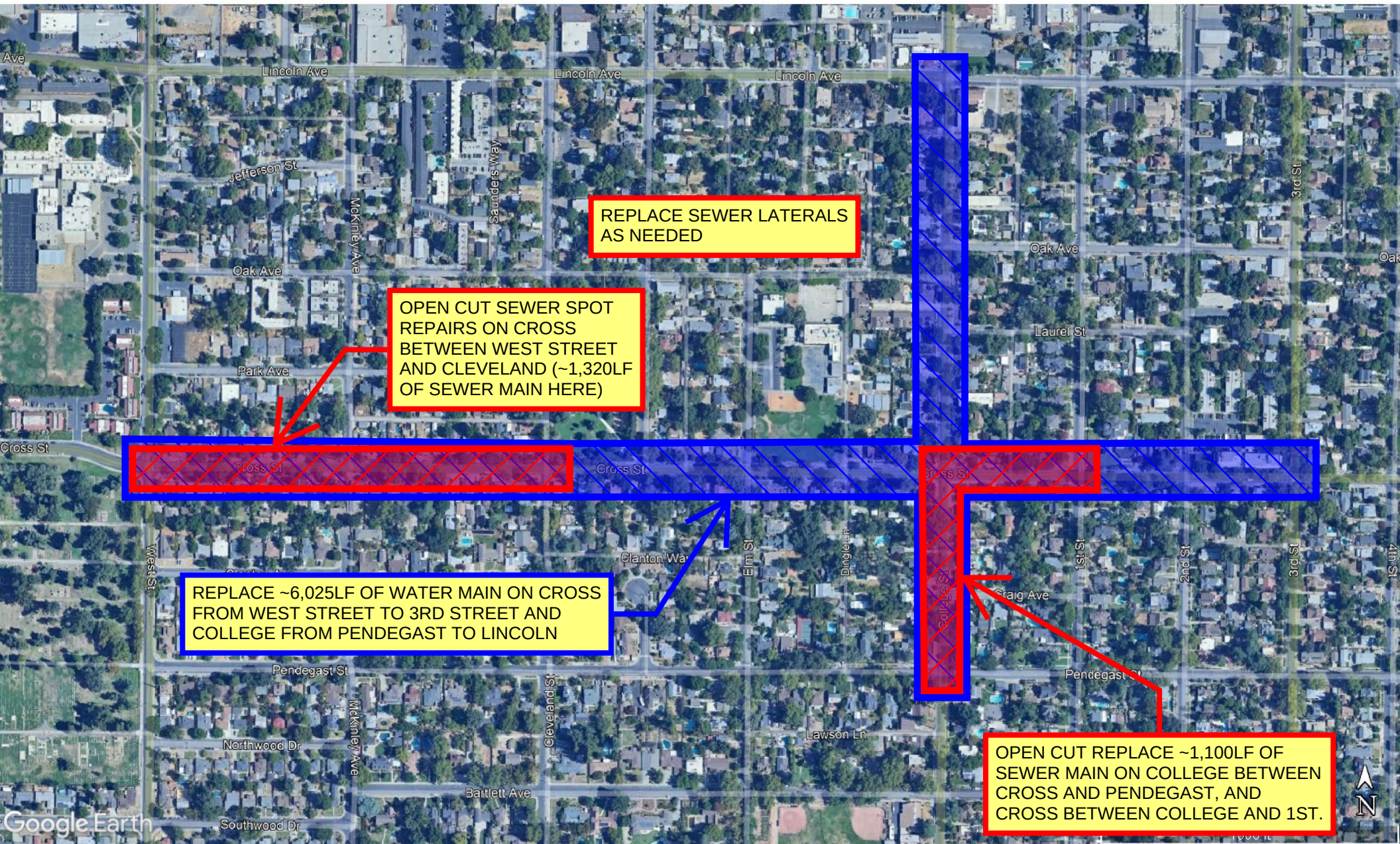


EXHIBIT “D”
ESTIMATED SCHEDULE OF SERVICES
FOR
CITY OF WOODLAND
2025 WATER & SEWER REPAIR & REPLACEMENT PROJECT

DESCRIPTION OF SERVICES	DURATION	START DATE
Topographic Survey	6 WEEKS	From Returned Signed Contract
Topographic Base Map	4 WEEKS	
65% Public Improvement Plans	12 WEEKS	
City Review	2 WEEKS	
90% Public Improvement Plans & Specifications	6 WEEKS	
City Review	2 WEEKS	
100% Public Improvement Plans & Specifications for Bidding	4 WEEKS	



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: February 6, 2024
ITEM #: F.6
SUBJECT: Amendment to Add the City of West Sacramento to the Yolo Animal Services Planning Agency Joint Powers Agency

Recommendation for Action: Staff recommends that the City Council adopts Resolution No. ____ to approve the first amendment to the agreement creating the Yolo Animal Services Planning Agency Joint Powers Authority to add the City of West Sacramento as a Member; and authorize the City Manager to execute the amendment.

Staff Contact:

Ken Hiatt, City Manager, (530) 661-5800

Fiscal Impact:

There is no direct fiscal impact as a result of this recommended action and JPA amendment. The planning level efforts of the JPA will assist in determining any potential future fiscal impacts associated with animal services.

Discussion:

In 2013 a LAFCo and UC Davis Koret Shelter Medicine Program study found the Yolo County Animal Shelter to be “inadequate, outdated and compromising the program’s ability to adequately serve the community.” Additionally, it identified the establishment of an animal shelter joint powers agency (JPA) as a means to provide participating jurisdictions with increased control over budget and operational decision-making.

In the Fall of 2018, representatives of Yolo County, Cities of Davis, Woodland, Winters, and West Sacramento, and UC Davis (“Animal Shelter Working Group”) held two joint meetings to gather information on the status of the Yolo Animal Shelter and determine next steps for action. The recommendation from these meetings was for each jurisdiction’s governing board to approve moving forward with the first phase of JPA development, and to receive a check-in from staff at each transition point in the phases. The suggested phases of JPA development included:

- 1) Governance Model: Outlining the charge, scope and governance structure of the JPA, including powers, membership, bylaws and voting structure.
- 2) Strategic Planning: JPA Initial Formation/Planning (Develop shared vision, mission, goals, objectives and strategic plan).
- 3) JPA Operational Model: This phase assumes the JPA Board successfully completes the Strategic Planning phase, and continues to move forward. Here the JPA would consider operational models, staffing, and program options; allowing for updated financial projections before moving forward to consider facility options.

Once an operational model is agreed upon, additional phases might include:

- 1) Shelter Location
- 2) Shelter Design
- 3) Financing
- 4) Budget
- 5) Implementation of JPA

On February 26, 2019, the Yolo County Board of Supervisors received a shelter update and directed County staff to move forward with the first phase of developing and implementing a JPA: defining the initial charge, scope and governance structure, including powers, membership, bylaws and voting structure.

On September 19, 2019, the Animal Shelter Working Group met to discuss the governance structure. The County and four cities, in consultation with UC Davis, ultimately agreed to continue to move forward with the initial formation of a JPA that includes “on” and “off-ramps” for agencies to leave the agreement, or buy-in at a later date.

The Animal Shelter Working Group participants agreed that the JPA start as a planning agency only, and that the operational and program options be studied first, before proceeding to consideration of facility options. There are no preconceived plans regarding any type of program model, facility or otherwise.

In May of 2022 County Animal Services Agency staff presented an update to the City Council on the activities of the Animal Services Agency and the JPA. The presentation can be found at: <https://documents.cityofdavis.org/Media/Default/Documents/PDF/CityCouncil/CouncilMeetings/Agendas/2022/2022-05-10/05-Yolo-County-Animal-Services-Update-Presentation.pdf>

For a portion of 2023 the JPA recessed as the County re-organized the Animal Services Agency and conducted additional data gathering for the JPA. Regular meetings of the JPA resumed in late 2023. Councilmember Vega and Lansburgh (alternate) are the current City of Woodland Animal Services JPA Board representatives and have been attending and participating in meetings of the JPA on a regular basis, along with the City Manager. Recent discussions by the JPA Board have encouraged the addition of West Sacramento in an official capacity as a voting JPA member.

Yolo Animal Services Planning Agency JPA

In March of 2020 the City Council approved entering into the Animal Services JPA, along with the cities of Davis, Winters and Yolo County, while leaving the opportunity for West Sacramento to join the JPA at a later date, subject to 2/3 JPA member approval. While the City of West Sacramento has been closely monitoring the work of the JPA, the City of West Sacramento is now interested in joining the JPA as a voting member. For West Sacramento to join the JPA at least two of the three current JPA members must authorize the addition. Yolo County, Davis, and Winters have recently approved the amendment to include West Sacramento.

Conclusion:

Staff recommends that the City Council adopts Resolution No.____ to approve the first amendment to the agreement creating the Yolo Animal Services Planning Agency Joint Powers Authority to add the City of West Sacramento as a Member; and authorize the City Manager to execute the amendment.

Prepared by: Ken Hiatt



Ken Hiatt
City Manager

Attachments:

1. Animal Services JPA Amendment Resolution
2. Animal-Services-JPA-Amendment-ATT1-Amendment

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING AN AMENDMENT TO THE YOLO ANIMAL SERVICES PLANNING
AGENCY JOINT POWERS AUTHORITY AGREEMENT TO ADD THE
CITY OF WEST SACRAMENTO AS A MEMBER AND AUTHORIZE THE
CITY MANAGER TO EXECUTE THE AMENDMENT**

WHEREAS, Government Code Sections 6500-6515, permitting two or more local public entities by agreement to jointly exercise any power common to them, authorizes the Members to enter into a Joint Exercise of Powers Agreement; and

WHEREAS, on or around February 25, 2020, the County of Yolo ("County") and the cities of Davis, Winters, and Woodland, entered into an Agreement ("JPA Agreement") to create the Yolo Animal Services Planning Agency ("Agency") as a joint powers agency; and

WHEREAS, Section 16 of the JPA Agreement authorizes amendments to the JPA Agreement by an affirmative vote of the governing bodies of 2/3 of the Members; and

WHEREAS, the Members wish to amend the JPA Agreement to add the City of Woodland as a member to the Agency.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland does hereby resolve as follows:

- 1) Approve the attached amendment to the JPA agreement, and
- 2) Authorize the City Manager or his designee to execute said amendment.

PASSED AND ADOPTED by the City Council of the City of Woodland on this 6th day of February, 2024, by the following vote:

AYES:

NOES:

Tania Garcia-Cadena
Mayor

ATTEST:

Ana Gonzalez
City Clerk

**First Amendment to Agreement Creating the
Yolo Animal Services Planning Agency Joint Powers Authority**

THIS FIRST AMENDMENT, by and between the County of Yolo and the Cities of Davis, Winters, West Sacramento, and Woodland (each individually a “Member” and referred to collectively as the “Members”), amends the Agreement Creating the Yolo Animal Services Planning Agency as a joint powers agency under California Government Code Section 6500 *et seq.* dated February 25, 2020. This First Amendment shall be effective upon the last date of execution of the Members.

RECITALS

WHEREAS, Government Code Sections 6500-6515, permitting two or more local public entities by agreement to jointly exercise any power common to them, authorizes the Members to enter into a Joint Exercise of Powers Agreement; and

WHEREAS, on or around February 25, 2020, the County of Yolo (“County”) and the Cities of Davis, Winters, and Woodland, entered into an Agreement (“JPA Agreement”) to create the Yolo Animal Services Planning Agency (“Agency”) as a joint powers agency; and

WHEREAS, Section 16 of the JPA Agreement authorizes amendment to the JPA Agreement by an affirmative vote of the governing bodies of 2/3 of the Members; and

WHEREAS, the Members wish to amend the JPA Agreement to add the City of West Sacramento as a member to the Agency;

NOW, THEREFORE, in consideration of the foregoing recitals, the parties hereby agree as follows:

AGREEMENT

1. The JPA Agreement is hereby amended to include the City of West Sacramento as a Member of the Agency. The City of West Sacramento shall have the same rights and responsibilities as any other Member under the JPA Agreement.

2. This Agreement may be executed in several counterparts, including electronic or facsimile counterparts, each of which is an original and all of which constitutes but one and the same instrument.

3. All other provisions of the JPA Agreement shall remain in full force and effect.

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

COUNTY OF YOLO

Approved as to form:

By: _____
Title: _____
Date: _____

CITY OF DAVIS

Approved as to form:

By: _____
Title: _____
Date: _____

CITY OF WEST SACRAMENTO

Approved as to form:

By: _____
Title: _____
Date: _____

CITY OF WINTERS

Approved as to form:

By: _____
Title: _____
Date: _____

CITY OF WOODLAND

Approved as to form:

By: _____
Title: _____
Date: _____



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: February 6, 2024
ITEM #: F.7
SUBJECT: Final Acceptance and Notice of Completion for South Canal Storm Ditch Widening Project, CIP #24-07

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, accepting the South Canal Storm Ditch Widening Project, CIP #24-07, as complete and authorizing the City Clerk to file a Notice of Completion.

Staff Contact:

Chris Fong, Senior Associate Civil Engineer – (530) 661-5972, Chris.Fong@cityofwoodland.org

Fiscal Impact:

The final construction cost for this project was \$510,870.49. The total project budget as authorized by Resolution No. 8126 on July 18, 2023 of the City Council was \$580,000. The fund source breakdown is \$460,000 from the Spring Lake Infrastructure Fee (SLIF) and \$120,000 from a CalRecycle grant, of which the funds from the grant were expended first. The budget assumed a contingency amount of 15% of the construction contract due to anticipated unforeseen extra work. City staff worked with the contractor, Ariza Construction, to keep the construction contingency at just 13% of the construction award amount. Other items that make up the total project budget represented the amount allocated for construction management/inspection.

There is no fiscal impact to the City's General Fund.

Background:

Overflow storm drainage from Willow Slough (at CR102) has historically backed up into what is now the Spring Lake Area. Due to the development of the greater Spring Lake community and the construction of CR25A at a height that prevents overflows from the Willow Slough, there is an increase in stormwater spread in the area south of CR25A. A portion of the stormwater spread will be mitigated by widening the existing storm drainage ditch, called the South Canal along the southern border of the Woodland Regional Park Preserve site. Utility Engineering staff prepared the plans and specifications for the South Canal Storm Ditch Widening project using the 2018 Storm Drainage Facilities Master Plan document and associated technical memorandums prepared by Wood Rogers, the City's storm drainage consultant.

The project generally entails widening the ditch by 15 feet and utilizing the excavated material to address existing erosion issues within the former landfill site in the Regional Park, revegetation of excavated and filled areas, and addition of gravel to portions of the existing gravel roadways in the Regional Park.

Discussion:

The City Council approved the project plans and specifications and authorized a bid advertisement on May 16, 2023 via Resolution No. 8066. The City advertised bids on June 15, 2023. On July 11, 2023, the City Council decided by Resolution No. 8126 to award the construction contract to Ariza Construction. On July 27, 2023, the City executed a construction contract with Ariza Construction and provided them with a Notice to Proceed date of August 14, 2023. Additional ditch, gravel roadway, and hydroseeding beyond the planned work were determined to be warranted during

construction, which led to contract change orders. Construction is now complete and ready for acceptance.

The project cost breakdown is as follows:

Construction Award Amount	\$ 451,669.00
Change Order	\$ 55,601.00
CM/Inspection	\$ 31,000.00
Total Project Costs	\$ 538,270.00
Total Project Budget	\$ 580,000.00

Conclusion:

Staff recommends that the City Council approve Resolution No. _____, accepting the South Canal Storm Ditch Widening Project, CIP #24-07, as complete and authorizing the City Clerk to file a Notice of Completion.

Prepared by: Chris Fong, Senior Associate Civil Engineer

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



Ken Hiatt
City Manager

Attachments:

1. Resolution - Final Acceptance CIP 24-07

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO
ACCEPT AS COMPLETE AND AUTHORIZE THE CITY CLERK
TO FILE A NOTICE OF COMPLETION FOR SOUTH CANAL STORM DITCH
WIDENING PROJECT (CIP #24-07)**

WHEREAS, the City of Woodland funded the project in the amount of \$580,000 allocated in the Capital Budget for the South Canal Storm Ditch Widening Project, CIP #24-08; and

WHEREAS, the City Council approved plans and specifications and authorize bid advertisement in May 16, 2023 via Resolution No. 8066; and

WHEREAS, the City Council awarded the construction contract in the amount totaling \$451,669 to C.E. Cox General Engineering; and approved contingencies up to 15% of the contract award (\$67,750) via Resolution No. 8126 on July 18, 2023; and

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

Section 1. The City Council hereby accepts the South Canal Storm Ditch Widening Project, CIP #24-07 as complete.

Section 2. The City Council hereby authorizes the City Clerk to file a Notice of Completion for the South Canal Storm Ditch Widening Project, CIP #24-07.

PASSED, APPROVED 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 February 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: February 6, 2024
ITEM #: F.8
SUBJECT: 2024 Road Maintenance Project, CIP 23-01 & 24-01;
Approve Plans and Specifications, Authorize Bid
Advertisement

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the project plans and specifications for the 2024 Road Maintenance Project, CIP 23-01 & 24-01 and authorizing bid advertisement.

Staff Contact:

Diana Ayón, Senior Associate Civil Engineer, (530) 661-5967, diana.ayon@cityofwoodland.org

Fiscal Impact:

The project is identified in the current Capital Budget as CIP 23-01 & 24-01 with a combined budget of \$2,188,976. The project funding is comprised of \$2,100,000 in Measure F funding, and \$88,976 in Water Enterprise Funds to fund improvements associated with water utility conflicts. This project funding is consistent with the current approved Capital Budget and the Measure F Spending Plan.

The engineer's estimated cost of construction for the base bid is \$1,400,000. The difference between the total project budget and the engineer's estimate is the amount budgeted for design, construction management, inspection and construction contingency. The project will be bid with nine additive alternatives to provide the flexibility to award as much work as possible while ensuring the project does not exceed the approved funding. The engineer's estimate for construction of all additive alternates is \$2,000,000.

Background:

In November 2016, Woodland voters approved Measure F, which extended the ½ cent supplemental sales tax. The 12-year approval of Measure F, a General Tax, includes funding for general city services including pavement maintenance.

Staff maintains a pavement management program that tracks pavement conditions and aims to address pavement maintenance on local streets with the Measure F funds.

Pavement maintenance is significantly different than pavement rehabilitation or reconstruction which repairs failed roadways. The goal of pavement maintenance is to prevent reactive road repair by proactively preserving and maintaining pavements in fair condition which have not yet deteriorated to the point of needing rehabilitation.

To increase cost efficiency and minimize public inconvenience, pavement maintenance for local/residential streets has historically been completed in discrete 'zones' of the city. Geographically bounding projects reduces the cost for construction and traffic control; it also increases the effectiveness of management and inspection. Over 14 years, the city completed pavement maintenance projects in all of the 14 designated zones. With road maintenance having been completed on local roads in all 14 designated zones, staff shifted its focus over the last few years to collector streets in need of preventative maintenance services, including the 2023 Road Maintenance Project.

Discussion:

The current project scope is to provide pavement maintenance and improvements on the following corridors:

- Base Bid – El Dorado Dr. (West St. to Sixth St.) - 2" Grind & Overlay
- Alt A – El Dorado Dr. (West St. to Sixth St.) - Green Bike Lanes
- Alt B – W. El Dorado Dr. (CR98 to West St.) - Microsurfacing
- Alt C – W. El Dorado Dr. (CR98 to West St.) - Green Bike Lanes
- Alt D – Third St. (Oak Ave. to Gibson Rd.) - ADA Improvements
- Alt E – Third St. (Main St. to Pendegast St.) - 2" Grind & Overlay
- Alt F – Third St. at Pendegast St. - 2" Grind, Repair Storm System & Overlay
- Alt G – Third St. (Pendegast St. to Gibson Rd.) - 2" Grind & Overlay
- Alt H – College St. (south of El Dorado) and Sixth St. (south of El Dorado) - Asphalt Rubber Micro Cape Seal
- Alt I – Elliot St. (West St. to Walnut St.) - Centerline Striping

The streets identified for treatment above were chosen because they are at an age and condition prime for pavement surface work to preserve their condition and extend their useful life.

In addition to the pavement work, the project is proposed to install passive traffic calming measures in the form of buffered bike lanes and reduced travel lane widths similar to the improvements recently completed on Gum Avenue and Matmor Road.

Upon Council authorization, project bids will be solicited and staff anticipates returning to Council for contract award in March 2024 for a construction start date in April 2024. Upon award of the construction project, the City will send notice to residents on the affected streets informing them of the planned roadwork and traffic calming measures that have been incorporated.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, approving the project plans and specifications for the 2024 Road Maintenance Project, CIP 23-01 & 24-01 and authorizing bid advertisement.

Prepared by: Diana Ayón, Senior Associate Civil Engineer

Reviewed by: Katie Wurzel, Principal Civil Engineer
Brent Meyer, Community Development Director/ City Engineer



Ken Hiatt
City Manager

Attachments:

1. Resolution
2. Project Map

3. 2024 Road Maintenance - El Dorado Striping

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE PLANS AND SPECIFICATIONS FOR THE 2024 ROAD
MAINTENANCE PROJECT, CIP 23-01 & 24-01; AND AUTHORIZING BID
ADVERTISEMENT**

WHEREAS, the City of Woodland has \$2,188,976 of Measure F and Water Enterprise funds identified in the Capital Budget to maintain and extend the life of Woodland's street network, referred to as the 2024 Road Maintenance Project, CIP 23-01 & 24-01 (the "Project"); and

WHEREAS, the funding is consistent with the Capital Budget and the Measure F Spending Plan; and

WHEREAS, the City Council desires to expend the funds and to construct the Project improvements; and

WHEREAS, the Project has been reviewed in accordance with the California Environmental Quality Act (CEQA) and is considered exempt under the Existing Facilities exemption, CEQA Guideline 15301(c).

**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 2024 Road Maintenance Project, CIP 23-01 & 24-01, which are available on file with the City Clerk.

Section 2. The City Council authorizes City staff to advertise the 2024 Road Maintenance Project, CIP 23-01 & 24-01 for bids, with construction anticipated to begin in April 2024.

Section 3. The City Council finds that the Project is exempt from CEQA pursuant to CEQA Guideline 15301(c).

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular schedule meeting the City Council held on the 6th day of February, 2024, by the following vote:

AYES:

NOES:

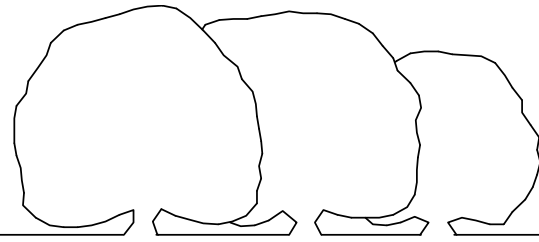
ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



CITY OF WOODLAND

2024 ROAD MAINTENANCE PROJECT

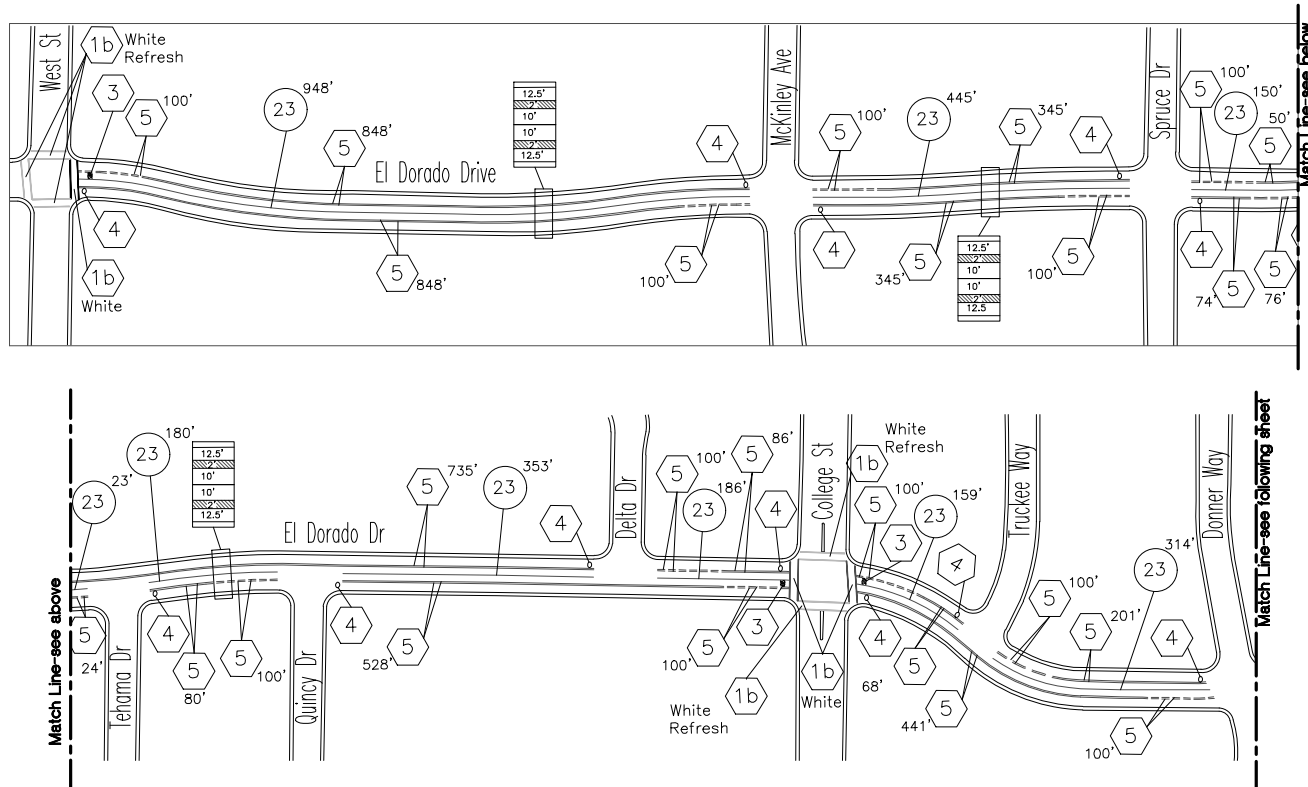
CIP#23-01 & #24-01



PROJECT MAP

— PROJECT LOCATIONS





SHEET NOTES:

- ①a ALL CROSSWALKS TO BE PLACED PER SHEET 5, DETAIL 2
- ② ALL LIMIT LIMIT LINES TO BE PLACED PER SHEET 5, DETAIL, 1
- ③ ALL STOP LEGENDS TO BE PLACED PER SHEET 5, DETAIL 1
- ④ BIKE LEGEND - USE CITY OF WOODLAND STENCIL
- ⑤ BIKE BUFFER TO BE PLACED PER SHEET 5, DETAIL 3
- # 2010 CALTRANS STANDARD STRIPING DETAIL NUMBER

EL DORADO DR. - WEST ST TO DONNER WAY



PROJECT #23-01 + #24-01

2024 ROAD MAINTENANCE PROJECT

STRIPING PLAN

BENCH MARK:
ELCYA+ON: V/A DAT+JMI: V/A
DESCR+P+ON:

CITY OF WOODLAND
APPROVED BY:
Brent Meyer
City Engineer
DATE: 05/16/23

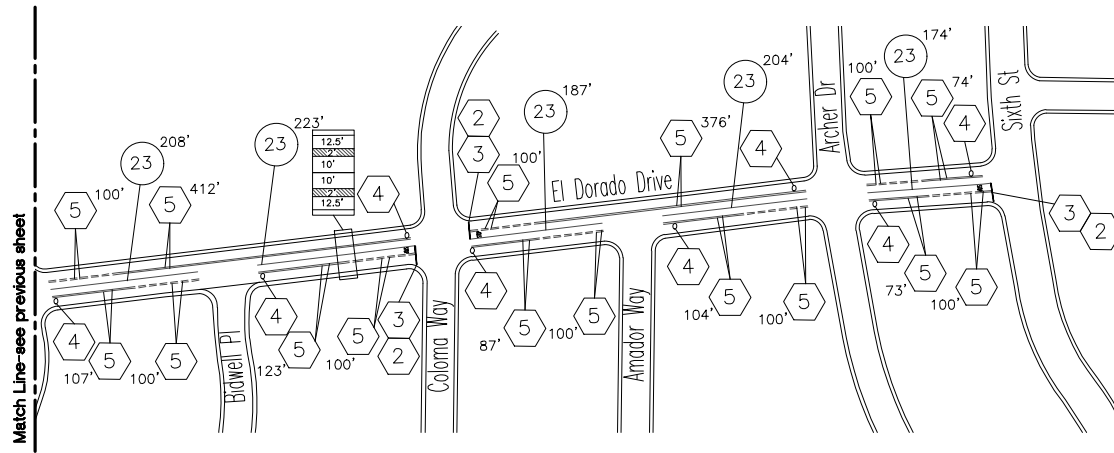
PROJECT ENGINEER'S SIGNATURE
BY: Diana R. Ayon
Diana R. Ayon
Senior Associate Civil Engineer
DATE: 05/16/23 P.L. 273038
REGISTRATION EXP.: 12/31/2024

SCALE:
HORIZ. NOT TO SCALE VERT. NOT TO SCALE
DATE: 05/16/23

DESIGNED BY: DIANA R. AYON
DRAWN BY: SARA ANDREOTTI
REVIEWED BY: KATHLEEN WURZEL

REV. S.ONS			
NO.	DESCR+P+ON	B/ APPR.	DATE

2024 ROAD MAINT. PROJECT
SHEET 10 OF 23



SHEET NOTES:

- ② ALL LIMIT LIMIT LINES TO BE PLACED PER SHEET 5, DETAIL, 1
- ③ ALL STOP LEGENDS TO BE PLACED PER SHEET 5, DETAIL 1
- ④ BIKE LEGEND - USE CITY OF WOODLAND STENCIL
- ⑤ BIKE BUFFER TO BE PLACED PER SHEET 5, DETAIL 3
- ⑥ 2010 CALTRANS STANDARD STRIPING DETAIL NUMBER

EL DORADO DRIVE - DONNER WAY TO SIXTH STREET



PROJECT #23-01 + #24-01

2024 ROAD MAINTENANCE PROJECT

STRIPING PLAN

BENCH MARK:
ELEVATION: V/A DATUM: V/A
DESCRIPTION:

CITY OF WOODLAND

APPROVED BY:
Brent Meyer
City Engineer
DATE: 05/16/23

PROJECT ENGINEER'S SIGNATURE
BY: Diana R. Ayon
Diana R. Ayon
Senior Associate Civil Engineer
DATE: 05/16/23 P.L. C73038
REGISTRATION EXPIRES: 12/31/2024

SCALE:
HORIZ. NOT TO SCALE VERT. NOT TO SCALE
DATE: 05/16/23

DESIGNED BY: DIANA R. AYON

DRAWN BY: SARA ANDREOTTI

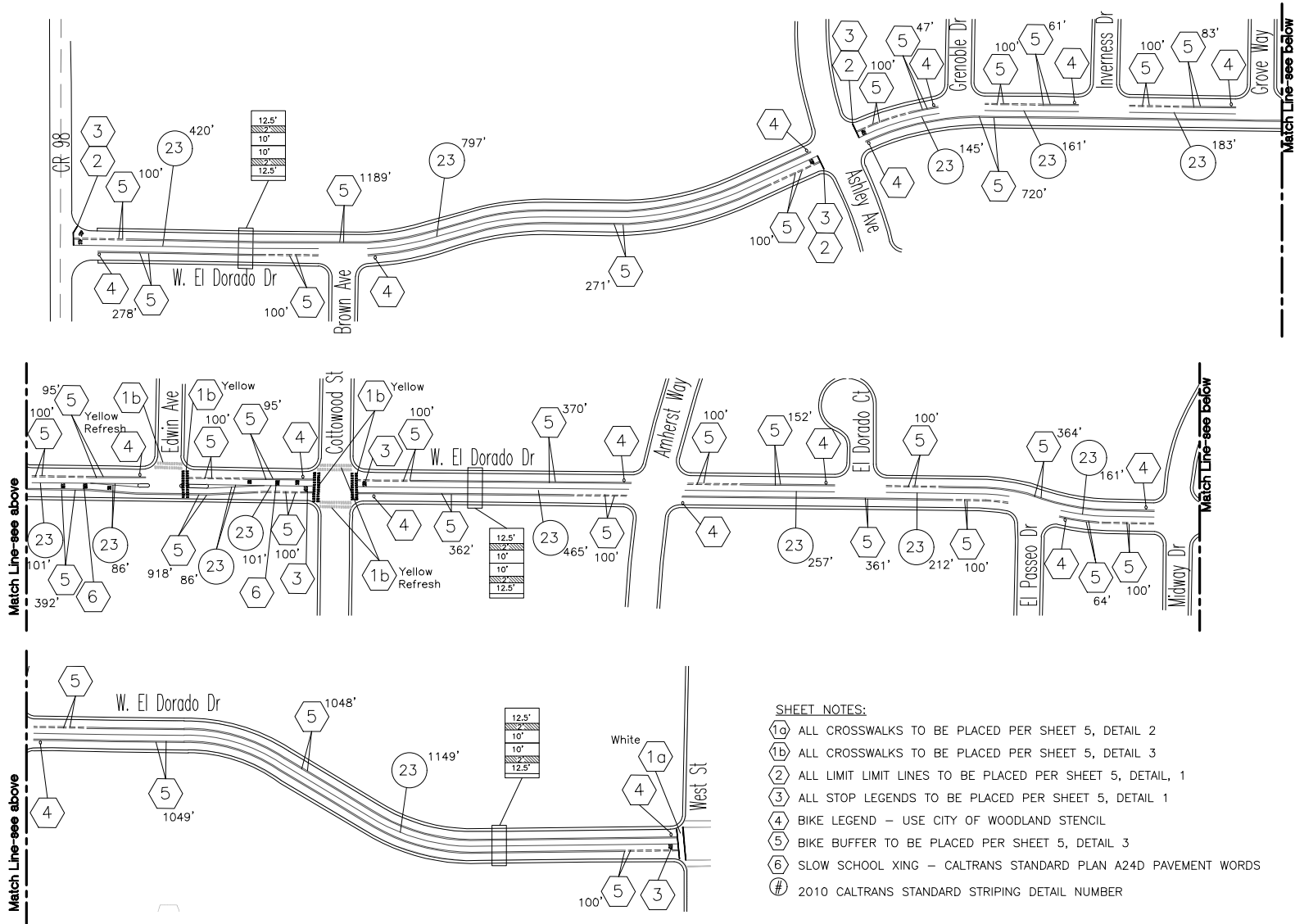
REVIEWED BY: KATHLEEN WURZEL

FILE:

REVISIONS			
NO.	DESCRIPTION	B/F	DATE

2024 ROAD MAINT. PROJECT

SHEET 11 OF 23



SHEET NOTES:

- 1a ALL CROSSWALKS TO BE PLACED PER SHEET 5, DETAIL 2
- 1b ALL CROSSWALKS TO BE PLACED PER SHEET 5, DETAIL 3
- 2 ALL LIMIT LINES TO BE PLACED PER SHEET 5, DETAIL 1
- 3 ALL STOP LEGENDS TO BE PLACED PER SHEET 5, DETAIL 1
- 4 BIKE LEGEND - USE CITY OF WOODLAND STENCIL
- 5 BIKE BUFFER TO BE PLACED PER SHEET 5, DETAIL 3
- 6 SLOW SCHOOL XING - CALTRANS STANDARD PLAN A24D PAVEMENT WORDS
- # 2010 CALTRANS STANDARD STRIPING DETAIL NUMBER

W. EL DORADO DR. - CR 98 TO WEST ST. (ADD ALT B)

PROJECT #23-01 + #24-01

2024 ROAD MAINTENANCE PROJECT

STRIPING PLAN

BENCH MARK:
ELEVATION: N/A DATUM: V/A
DESCRIPTION:

CITY OF WOODLAND
APPROVED BY: Brent Meyer
City Engineer
DATE: 05/16/23

PROJECT ENGINEER'S SIGNATURE
BY: Diana R. Ayon
Senior Associate Civil Engineer
DATE: 05/16/23 P.L. C73038
REGISTRATION EXP: 12/31/2024

SCALE:
HORIZ. NOT TO SCALE VERT. NOT TO SCALE
DATE: 05/16/23

DESIGNED BY: DIANA R. AYON
DRAWN BY: SARA ANDREOTTI
REVIEWED BY: KATHLEEN WURZEL

FILE:

RFV SIONS			
NO.	DESCRIPTION	BY	DATE

2024 ROAD MAINT. PROJECT
SHEET 14 OF 23





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: February 6, 2024
ITEM #: F.9
SUBJECT: Crawford Park Court Restoration Project

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a construction contract with Western Engineering Contractors, Inc. in the amount of \$442,412 for the William Crawford Senior Park Court Restoration Project.

Staff Contact:

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

Fiscal Impact:

This project is included in the currently approved budget. On March 12, 2023, City Council appropriated Measure F funds to reconstruct and convert the tennis courts at Crawford Park to pickleball courts.

Background:

The tennis courts at Crawford Park were constructed in the late 1970's. The courts have several cracks throughout the playing surface and can no longer be repaired. Because of the age and condition of the courts, reconstruction is needed (opposed to resurfacing). Staff worked with Callander Associates on design of the new courts, which will include 6 dedicated pickleball courts. Staff and Callander Associates also involved the Woodland Area Pickleball Association, a local non-profit organization, in the process of designing the new courts.

The project consists of the demolition of old tennis court surfacing for the install of six pickleball courts. The reconstruction of the courts will include the installation of posts for permanent pickleball nets, the installation of 4-foot fencing to divide each of the courts, and the replacement of existing fencing with new fence (including moving an entry gate). The project award will also include an alternate of including gates to close the gap in fencing between courts, as opposed to having an opening in each area where a ball could travel through.

Discussion:

Staff worked with Callander Associates to prepare plans and specifications for the project. On November 21, 2023, the City Council approved Resolution No. 8176, approving the plans and specifications and authorizing bid advertisement.

The City advertised bids on December 13, 2023. On January 8, 2024, the City received 7 bids for construction of the project, in the amount tabulated below

No.	Contractor	Total Bid
1.	Western Engineering Contractors, Inc.	\$442,412
2.	Figueroa Landscaping Company Inc	\$448,249
3.	Hellas Construction Inc	\$484,166*
4.	JPB Designs Inc.	\$501,335
5.	Abide Builders Inc	\$511,850*
6.	Biondi Paving & Engineering	\$579,760
7.	A.B.S. Builders, Inc.	\$685,957.94*

*Bid amount adjusted due to tabulation errors

After review of the bids, Staff has determined Western Engineering Contractors, Inc. to be the lowest responsive, responsible bidder with a total bid of \$442,412.

With authorization to award the contract, staff anticipates beginning construction in March 2024 with completion in summer 2024.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a construction contract with Western Engineering Contractor's, Inc. in the amount of \$442,412 for the William Crawford Senior Park Court Restoration Project.

Prepared by: Jenna Moncrief, Management Analyst

Reviewed by: Christine Engel, Community Services Director



Ken Hiatt
City Manager

Attachments:

1. Crawford Park Resolution
2. Construction Site Plan

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION
CONTRACT FOR THE WILLIAM CRAWFORD SENIOR PARK COURT
RESTORATION PROJECT**

WHEREAS, the City Council has previously appropriated funding to reconstruct the tennis courts at Crawford Park to create pickleball exclusive courts; and

WHEREAS, the reconstruction of tennis courts at Crawford Park has been reviewed in accordance with the California Environmental Quality Act (CEQA) and is considered exempt under the Existing Facilities exemption, CEQA Guideline 15301(c); and

WHEREAS, the City Council approved the plans and specifications and authorized bid advertisement on November 21, 2023; and

WHEREAS, the City opened bids on January 8, 2024, and of the seven received bids, the lowest responsible bidder was Western Engineering Contractors, Inc. with a total bid amount of \$442,412; and

WHEREAS, the City wishes to award the construction contract to Western Engineering Contractors, Inc. and authorize its execution through adoption of this resolution.

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

Section 1: The City Council hereby authorizes the City Manager to execute a construction contract with Western Engineering Contractors, Inc. in the amount of \$442,412 for the William Crawford Senior Park Court Restoration Project. The City Attorney is hereby authorized to make clarifying and confirming changes so long as the total dollar amount authorized herein does not change.

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 February, 2024 by the following vote:

AYES:

NOES:

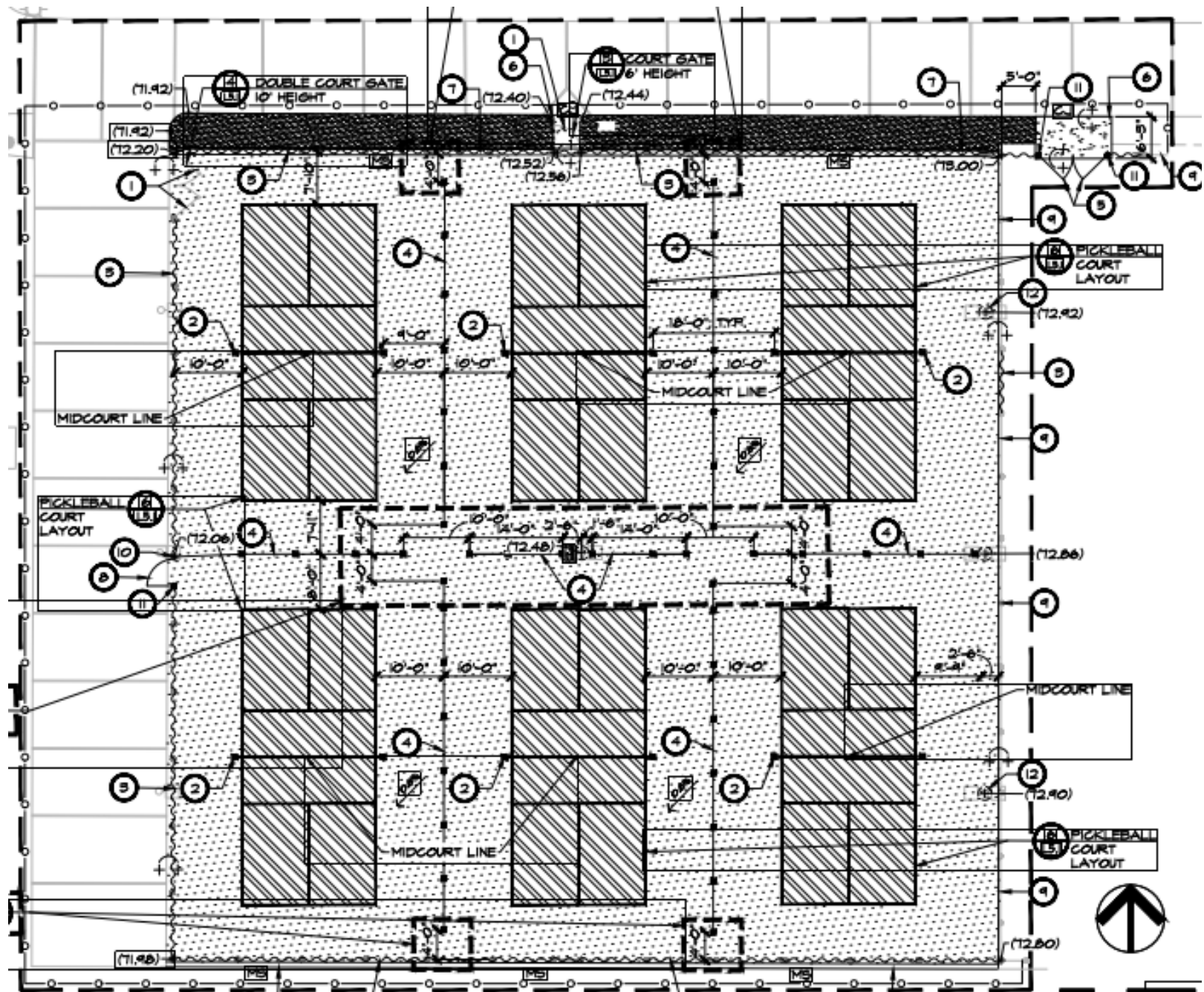
ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk



William Crawford Senior Park Court Reconstruction Project

Site Construction Plan



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: February 6, 2024
ITEM #: G.10
SUBJECT: SUBJECT: Fire Department Deployment Analysis and New Station Location

Recommendation for Action:

1. Receive a presentation on fire department deployment analysis and new fire station location; and
2. Direct staff to proceed with the planning/design and prepare a funding plan for construction of a new fire station at the City's E. Gibson Road and Bourn Drive property.

Staff Contact:

Eric Zane, Fire Chief, (530) 661-5860, Eric.Zane@cityofwoodland.org

Council Goals:

This action advances key initiatives called for within the Strengthen Public Safety & Infrastructure Goal of the City Council Priority Goals & Strategic Plan, including updating the Fire Department Strategic plan and evaluating service delivery models to inform future fire station facility planning.

Fiscal Impact:

Construction of the fire station is expected to be funded from a variety of sources. A portion of the project has been included in the City's development impact fee program and in the Spring Lake Infrastructure Fee (SLIF) program, which established fees to be collected at time of building permit to go toward the cost of constructing new public facilities and infrastructure needed to serve new growth. Additionally, development agreements approved for various housing projects have been negotiated to include payment of a Community Benefit payment, which is also intended, in part, to contribute towards construction costs for a new station.

Not including purchase of the site, the General Fund has allocated \$1 million from reserves towards the project. Additionally, as of December 31, 2023, the development impact fee fund has accumulated more than \$3 million in available funding for the project, and the SLIF fund has \$1.1 million available. Based on these amounts, there is \$5 million in currently available funding for the project, with anticipated future collections from impact fees of close to \$1 million over the coming years depending on development activity.

Total project costs are not fully known at this time. However, based on preliminary research of recently completed and comparably sized stations built within the region, it is estimated design and construction of the new station will cost in the range of \$8M to \$10M. Therefore, additional funding sources will need to be explored to complete the project. Potential funding sources could include additional contributions from the General Fund reserves, use of Measure F sales taxes, internal or external borrowing, or proceeds from the sale of City owned surplus land at the project site. As the project scope and costs are better defined, staff will return to Council with a proposed funding plan.

Finally, although additional personnel will not be required to staff the new station, there will be additional ongoing operating and maintenance costs associated with the new facility. Those costs will also be estimated and included within future budget discussions should the Council direct staff to proceed as recommended.

Background:

In 2018, the City acquired the Willow Spring School Site at E. Gibson Road and Bourn Drive from the District for the intent of constructing a new fire station to better serve the southeast area of Woodland, including Spring Lake. Prior to purchasing the property, the City hired City Gate Associates to assist in evaluating current and future station locations to determine how to most effectively and efficiently serve the community. This analysis looked at current response data as well as projected future service needs as informed by the City's then recently adopted 2035 General Plan.

Using this data, the city analyzed relocating Fire Station #3 as an alternative to constructing a new, fourth station in Spring Lake. The analysis suggested that the City could largely meet its adopted response time needs in the short term by relocating Fire Station #3 to the E. Gibson Road and Bourn Drive location, while placing a future fourth station to the north would be a more cost-effective manner to deploy stations to serve the community consistent with planned General Plan growth.

Discussion:

In 2023, the Fire Department prepared and adopted a new 5-Year Strategic Plan. The new outcome-based plan includes measures that are reliant upon the quality of the service delivery, including response times. The plan takes a multifaceted approach to meeting department goals, including reducing turnout and overall response times, increasing fire fighting efficiencies through training, and conducting community-based education.

While distance from a station to the location of call is a primary factor in the time it takes for emergency personnel to arrive to a call, it is one of many variables that affects response time. To address some of these areas, the Fire Department has several initiatives underway that will individually and collectively improve response times, including:

- GPS-based signal preemption. The City has recently installed state-of-the art preemption technology on key response corridors along East Main Street, Pioneer Avenue, and E. Gibson Road. This new GPS-based technology maps response routes and clears signalized intersections for (code-3) responding apparatus, creating a safer and more efficient response.
- American Medical Response (AMR) posting location. Per City request, AMR (the Yolo County ambulance provider) has been posting an ambulance in the E. Gibson Road and Pioneer Avenue location, assisting with response times to medical emergencies in the southeast area of the City.
- Alternate Response. Council has approved implementing a two-person squad unit during peak hours to respond to lower acuity calls for service, or assist as additional personnel on incidents requiring additional help. Once deployed, this unit will be staffed on a trial basis during peak call volume hours, freeing up other units to respond more quickly to higher acuity calls.
- Tiered Response. Fire personnel are now canceling low acuity (minor) medical aids at skilled nursing facilities and clinics to increase the availability of apparatus for higher acuity calls for service. Keeping apparatus available in their response areas reduces response times without resulting in a negative impact on patient outcomes.

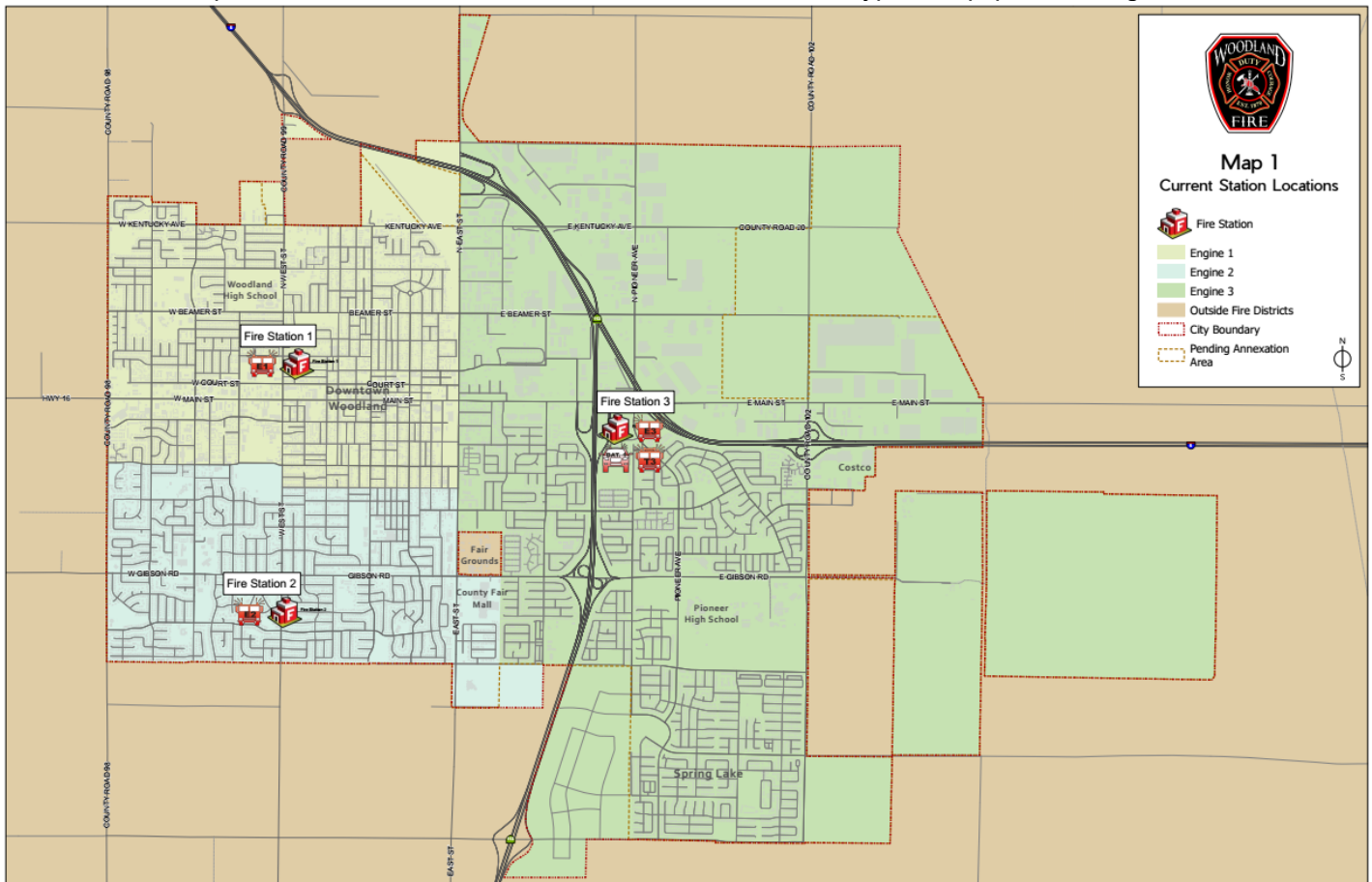
Station Deployment Analysis

While these initiatives will result in improved operational efficiencies and response times, there remains a need to site a station at E. Gibson Road and Bourn Drive to serve Spring Lake and future planned growth in the southeast area. The City invited Fitch and Associates, as part of the Department's recent strategic planning process, to peer-review the city's current response data and offer opinion as to the merit of constructing the new station at this location. Fitch reviewed the call data as well as methodology and ultimately developed their own analysis, which affirmed the city's plans to site a station at Gibson and Bourn to address short-term needs while planning for a fourth station in the north area to handle longer-term needs.

The following series of maps illustrate response times based on current and future station location assumptions. These maps were produced using sophisticated GIS modeling that utilizes 'real world' response times, existing road networks, and speed limit data. In addition to the above, the City's urban limit line and projected future growth were also taken into consideration.

Map 1 (Current Station Location)

This is a base map that shows the current fire station locations and the type of equipment assigned at each site.



Fire Station 1 – 101 Court Street

Staffed	Cross Staffed	Reserve
Engine 1 (3 personnel)	None	Engine 201
Squad 1 (2 personnel)	N/A	None

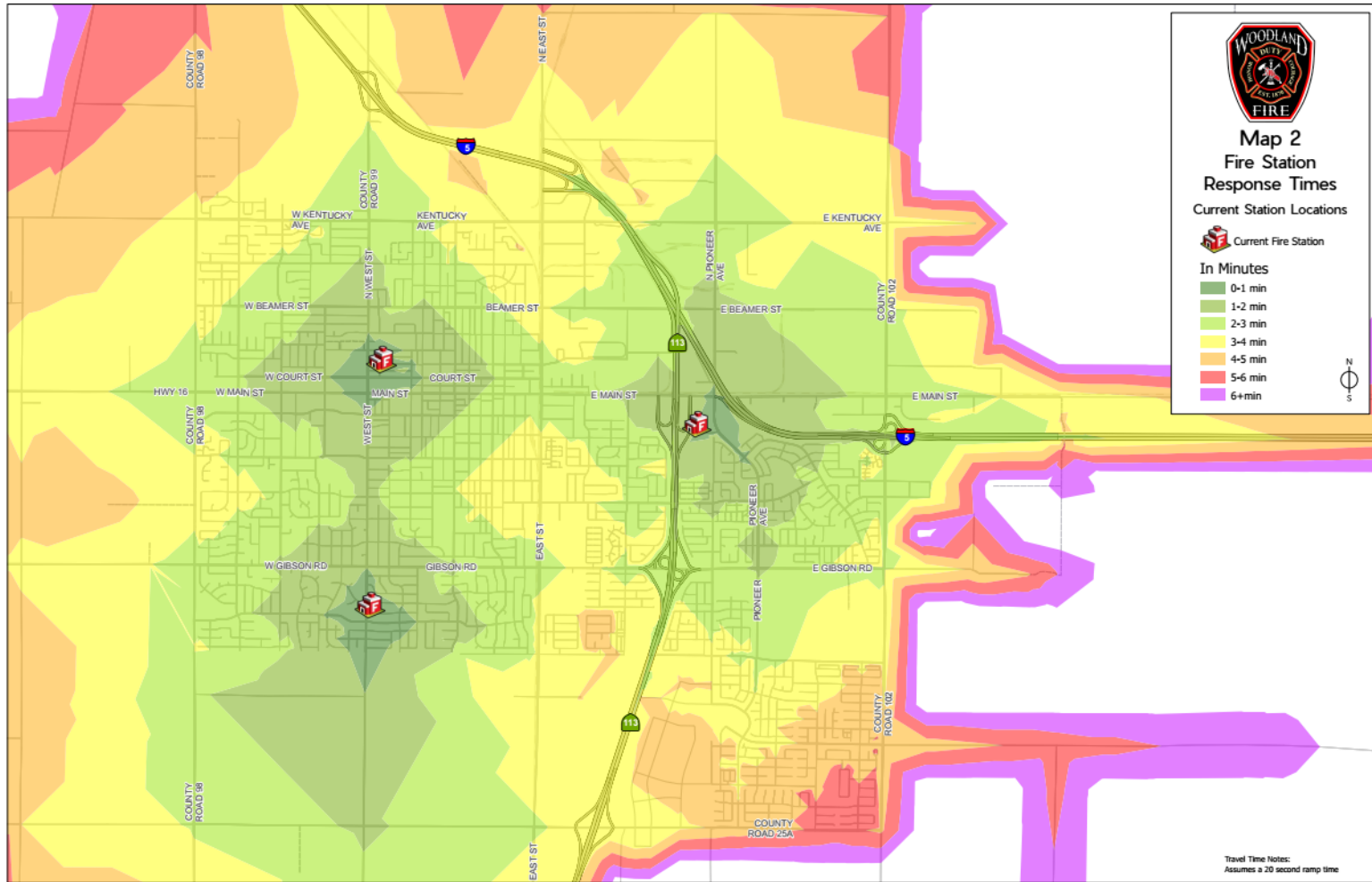
Fire Station 2 - 1619 West Street

Staffed	Cross Staffed	Reserve
Engine 2 (3 personnel)	Brush 2	None

Fire Station 3 - 1550 Springlake Court

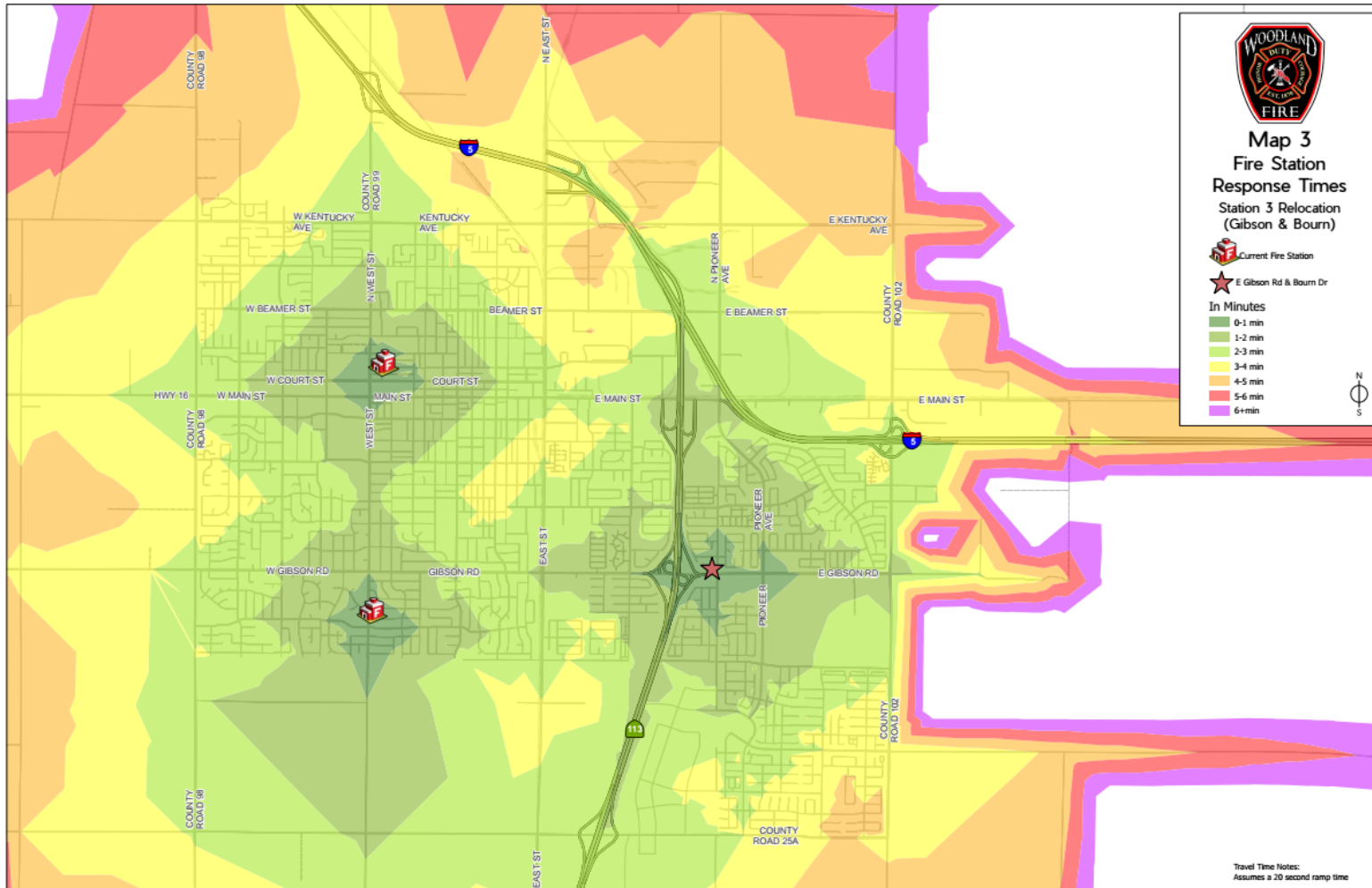
Staffed	Cross Staffed	Reserve
Engine 3 (3 personnel)	Brush 3, Haz-Mat 3	Engine 203
Truck 3 (4 personnel)	Water-3, Rescue 3	Truck 203
Battalion 1 (1 personnel)	None	Battalion 201

Map 2 (Current Response Times) The following map highlights response times based on the current configuration of fire stations in the City of Woodland:



Map 3 (Response Times w/ Station 3 Relocated to Gibson and Bourn)

The following map illustrates projected response times based the relocation of Station 3 to the E. Gibson Road and Bourn Drive site:



As shown, the proposed station at Gibson Road and Bourn Drive would strategically address the need to improve response time in the southeast as well as the non-sprinklered neighborhoods along Matmor Road. Additionally, given the property's proximity to Hwy 113 on-ramps, travel times to other portions of the community, including the industrial area to the north, would not be substantially compromised – particularly when factoring the differential in volume of calls to these areas.

Full vs. Partial Relocation of Station 3

While the 2018 and 2023 analyses affirmed the advantage of siting a station at the Gibson and Bourn site, the question of whether to relocate all or a portion of Station 3 was raised during the most recent analysis. Previous discussions contemplated relocation of all personnel, apparatus, and training equipment from Station 3 to the new location. Additionally, it was proposed that the new station house the Fire Administration and Community Risk Reduction Divisions, as well as a training / emergency operations center (EOC).

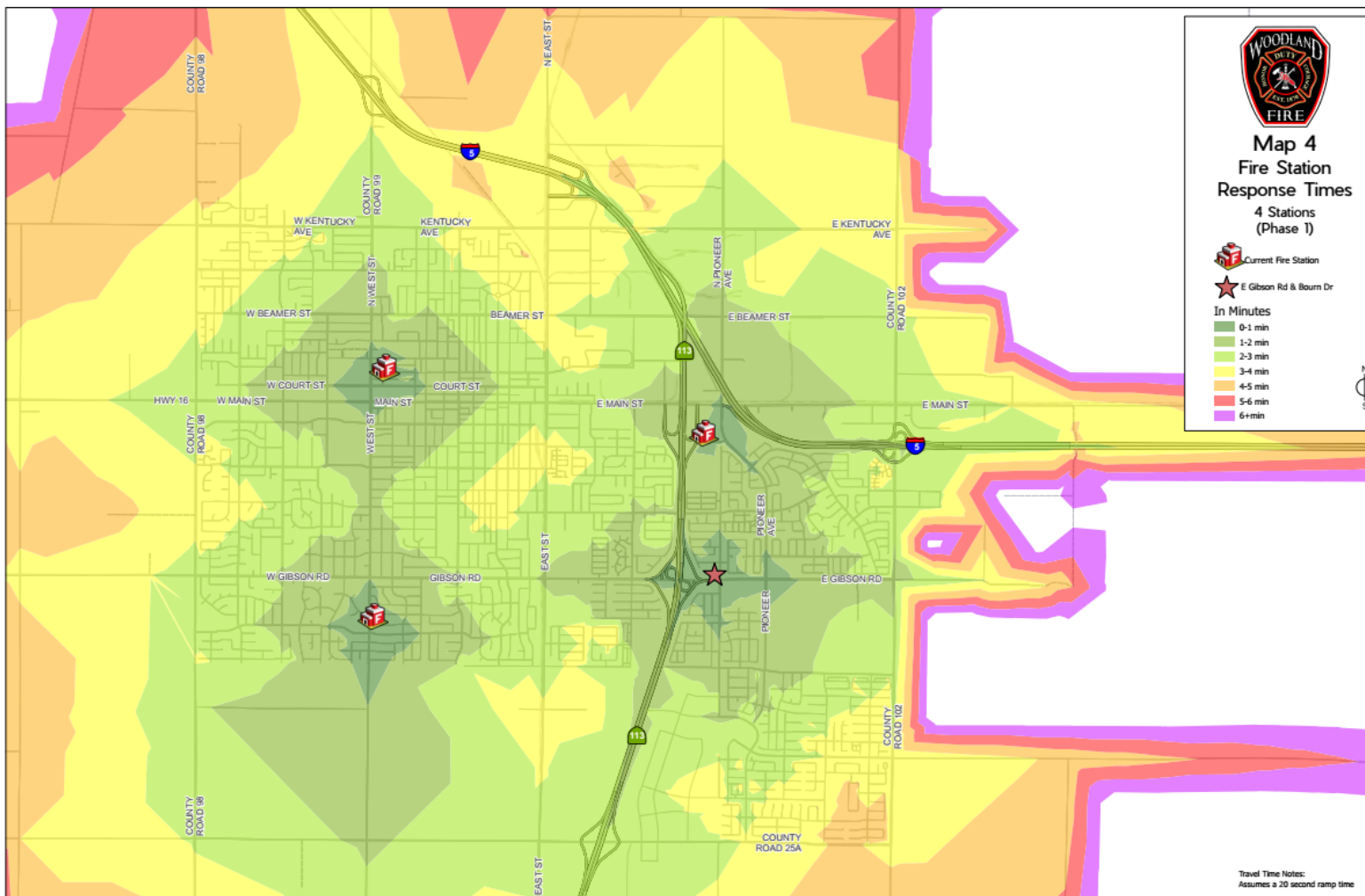
Concerns over the size requirements, cost implications, as well as compatibility of the training operations with the adjacent residential uses, promoted the need for further analysis of the station functions. To address these issues, staff is recommending the Council consider phasing the relocation of the personnel and equipment currently deployed at Station 3 such that one of the two staffed companies would be moved to the new station. The existing ladder truck company along with the training center would remain at Station 3 until a future fourth fire station is built in the north area. This strategy would not result in additional staffing or equipment costs and would significantly

reduce the capital cost to construct the new station at Gibson and Bourn. The new station would be designed with future staffing needs taken into consideration, so that it may be feasible to add additional personnel in the future, should the need arise.

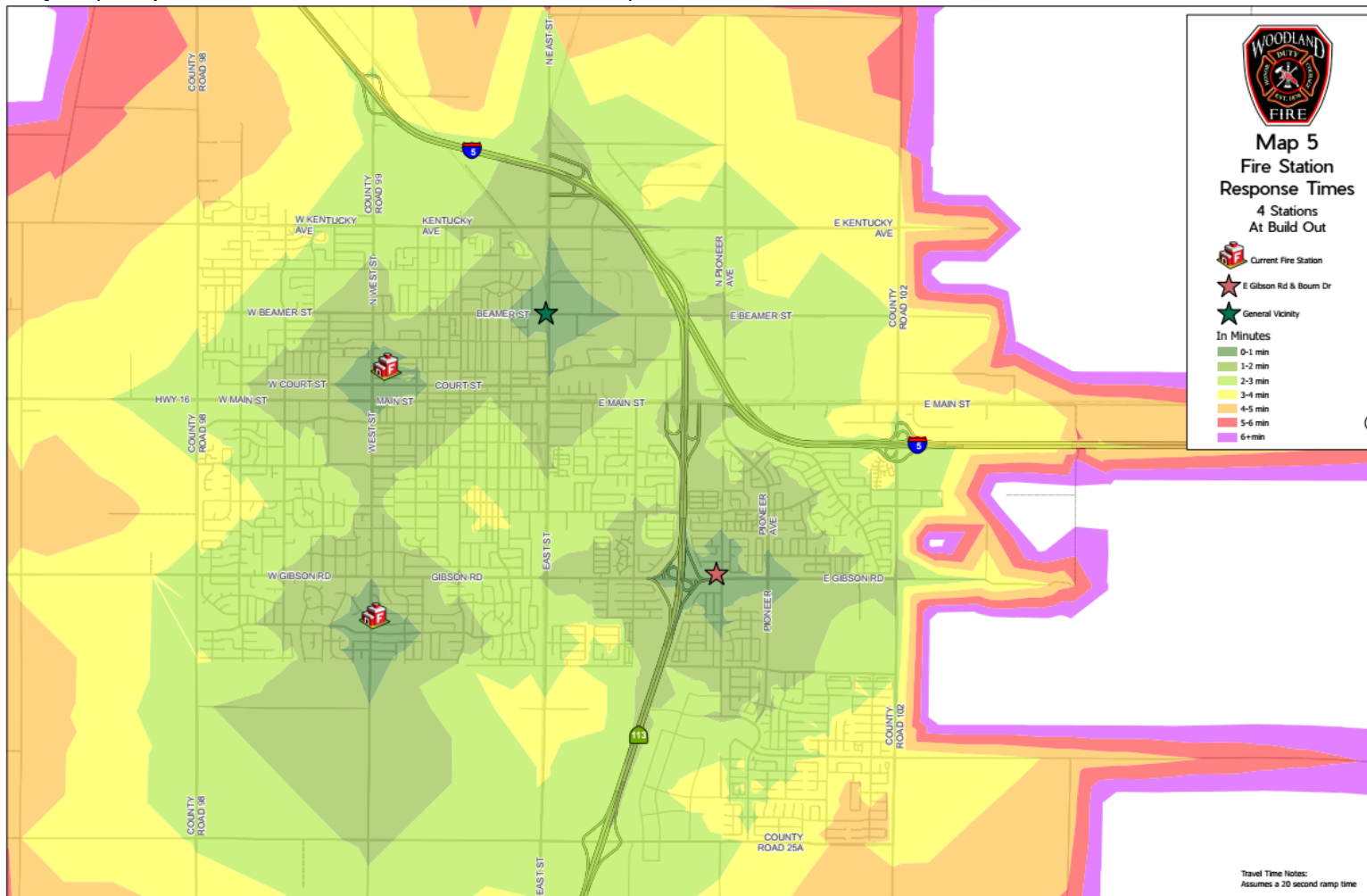
Additionally, the Administration, Community Risk Reduction, and training center/ EOC functions would not be integrated into the new station. Options to move Fire Administration and Community Risk Reduction back to City Hall are being evaluated and the training center/EOC functions would remain at current facilities until a future station 4 is built.

Response time modeling also shows improved coverage as compared to the current condition and the full relocation scenario.

Map 4 (Response Times w/ phased Station 3 Relocation / Springlake Ct and E.Gibson Rd)



Map 5 (Response Times w/ built out of 4 Stations)



Given these considerations, staff is recommending that the Council provide direction to staff to proceed with the planning, design, and financing for the construction of a new fire station at E. Gibson Road and Bourn Drive to house the engine company currently housed at Station 3, with the ladder truck and Battalion Chief remaining. If this recommendation is supported, staff will return to Council during the FY24/25 Budget process with additional information regarding the scope and cost of the new station and actions necessary to begin preparing plans for bidding / construction.

Conclusion:

Staff recommends that the City Council:

1. Receive a presentation on Fire Department deployment analysis; and
2. Direct staff to proceed with the planning/design and prepare a funding plan for construction of a new fire station at the City's E. Gibson Road and Bourn Drive property.

Prepared by: Eric Zane, Fire Chief

Ken Hiatt
City Manager

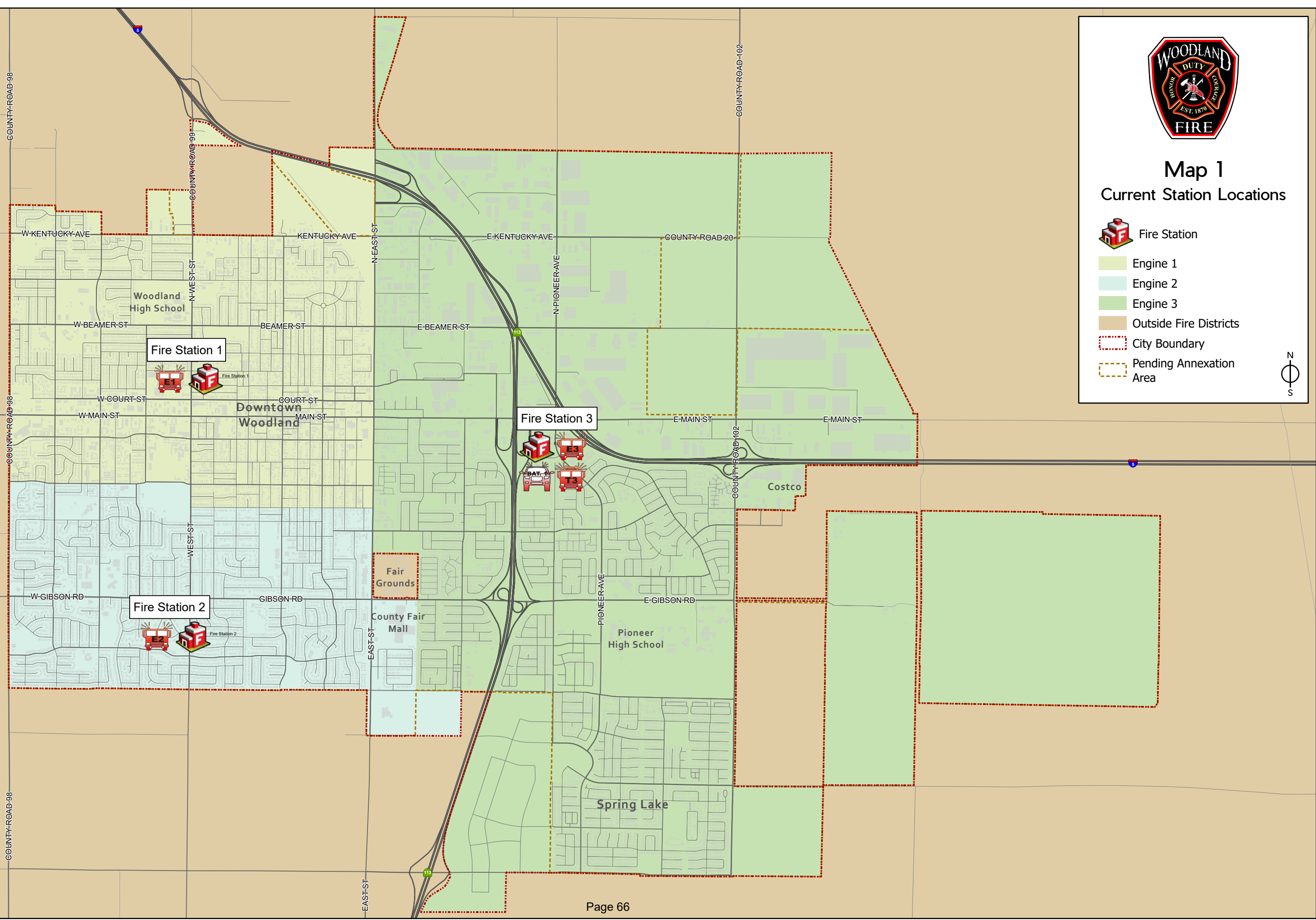
Attachments:

1. Map 1
2. Map 2
3. Map 3
4. Map 4
5. Map 5
6. Planned Station Location Site



Map 1
Current Station Locations

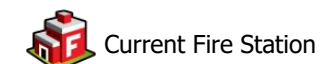
-  Fire Station
-  Engine 1
-  Engine 2
-  Engine 3
-  Outside Fire Districts
-  City Boundary
-  Pending Annexation Area





Map 2 Fire Station Response Times

Current Station Locations



Current Fire Station

In Minutes

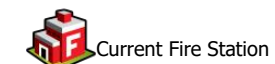
- 0-1 min
- 1-2 min
- 2-3 min
- 3-4 min
- 4-5 min
- 5-6 min
- 6+min



Travel Time Notes:
Assumes a 20 second ramp time



Map 3
Fire Station
Response Times
Station 3 Relocation
(Gibson & Bourn)

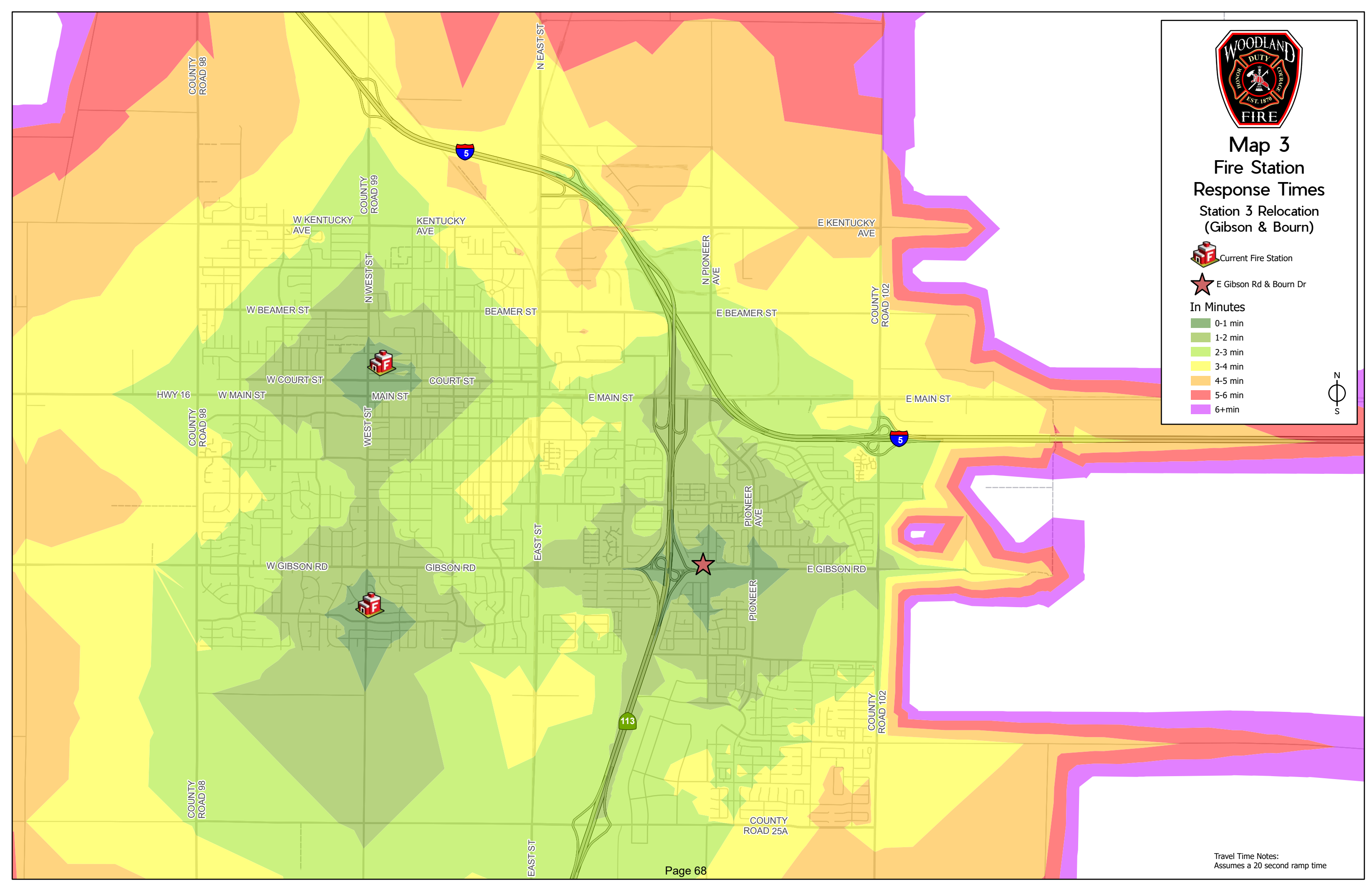


In Minutes

- 0-1 min
- 1-2 min
- 2-3 min
- 3-4 min
- 4-5 min
- 5-6 min
- 6+min



Travel Time Notes:
Assumes a 20 second ramp time





Map 4 Fire Station Response Times 4 Stations (Phase 1)

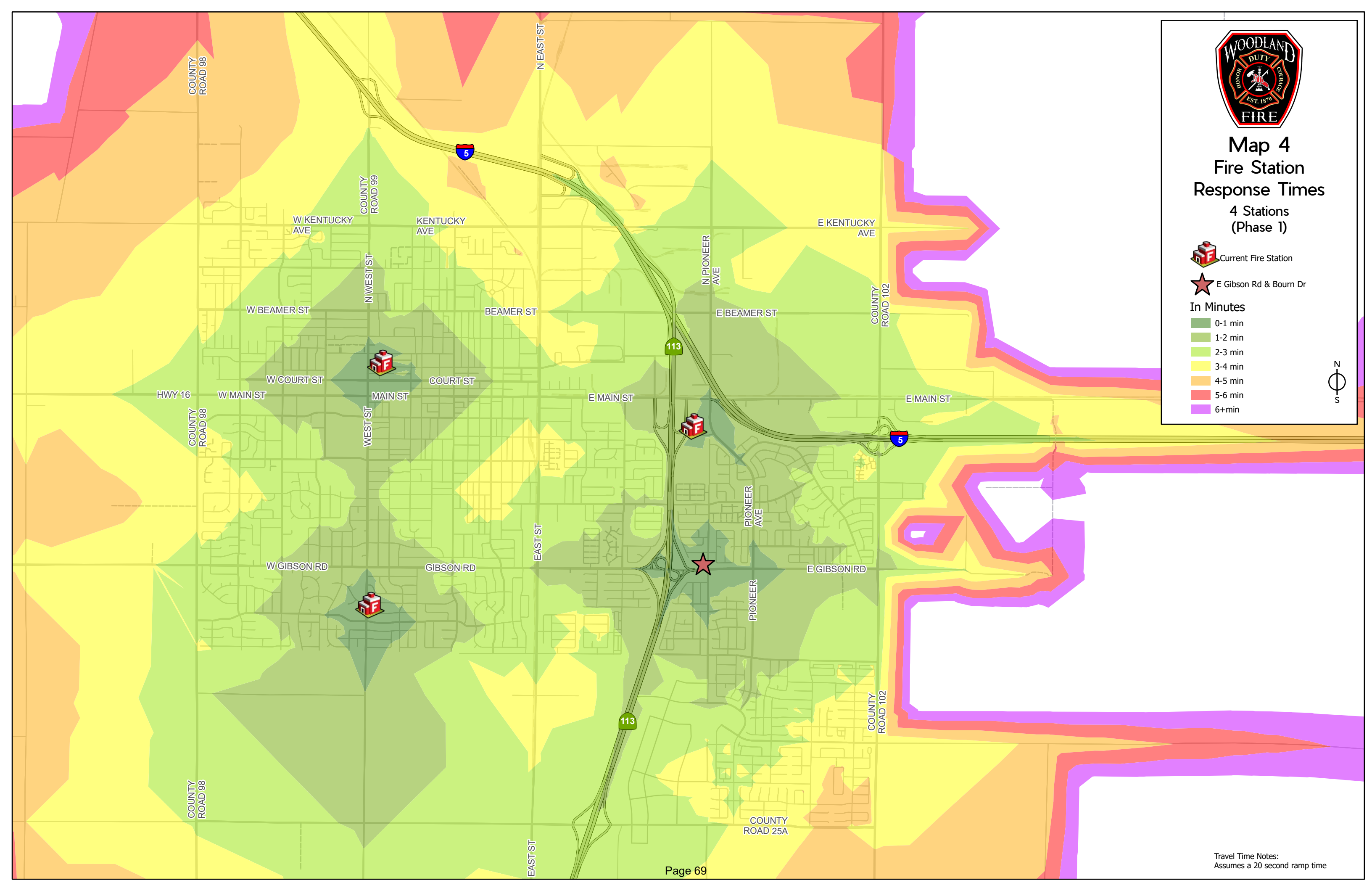


In Minutes

- 0-1 min
- 1-2 min
- 2-3 min
- 3-4 min
- 4-5 min
- 5-6 min
- 6+min



Travel Time Notes:
Assumes a 20 second ramp time





Map 5
Fire Station
Response Times
4 Stations
At Build Out

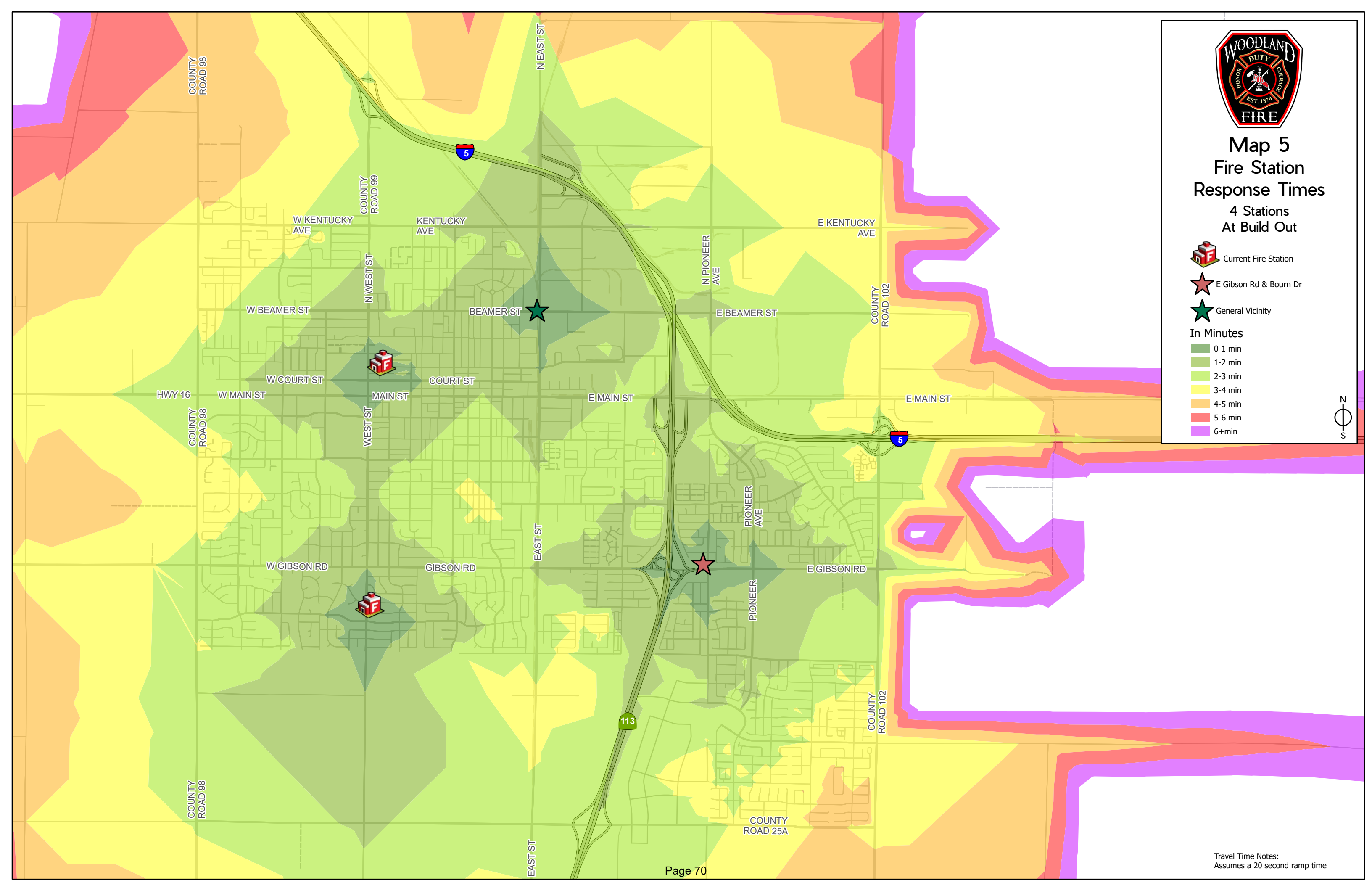


In Minutes

- 0-1 min
- 1-2 min
- 2-3 min
- 3-4 min
- 4-5 min
- 5-6 min
- 6+min



Travel Time Notes:
Assumes a 20 second ramp time



Planned Station Location (E. Gibson and Bourn Drive)

