



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

May 7, 2024
6:00 PM

CITY COUNCIL

CLOSED SESSION

5:00 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Sec. 54956.9)
Name of Case: Sierra Northern Railway v. California Department of Water Resources, et al., (Yolo County Superior Court Case No. CV2022-0479)
2. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Sec. 54956.9)
Name of case: Yolo County Farm Bureau et al. v. City of Woodland et al., Yolo County Superior Court
3. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (one (1) potential case)
4. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code §54957.6)
Agency Designated Representative: City Manager and Director of Administrative Services Director
Employee Organizations: Woodland Mid-Management Professional Association; Police Mid-Management Association

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

C. CALL TO ORDER

D. ROLL CALL

E. 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.

F. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Council and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered. The option to submit a public comment via voicemail is no longer available. Written Public Comments Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to CouncilMeetings@cityofwoodland.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.

5. 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.

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

6. SUBJECT: Long Range Calendar

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

H. CONSENT CALENDAR

7. SUBJECT: May is Older Americans Month Proclamation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation declaring May 2024 as "Older Americans Month."

8. SUBJECT: City Council Meeting Minutes of April 2, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of April 2, 2024.

9. SUBJECT: Quarterly Salary Schedule effective April 1, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve the revised Salary Schedule effective April 1, 2024.

10. Subject: Parks & Recreation Commission Meeting Minutes for February and March 2024

Recommendation for Action: Staff recommends that the City Council receive the February and March 2024 Parks & Recreation Commission Meeting Minutes.

11. SUBJECT: Community Services Department Quarterly Status Report for the Third Quarter FY24

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

12. SUBJECT: Consultant Agreement for Construction Management and Inspection Services for Improvements Associated with Ruby Estates Subdivision Improvements

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving a consultant services agreement for construction management and inspection with Associated Engineering Consultants(AEC) in the amount of \$235,720 for the Ruby Estates Subdivision Improvements; and authorize the City Manager to execute the agreement and amendments up to 15% (\$35,358) of the agreement.

13. SUBJECT: Creation of New Capital Improvement Project, the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12, appropriate funding, and approve Design Agreement with West Yost, for the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ to (1) Create a Capital Improvement Project the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12; (2) Appropriate \$500,000 from the WPCF Asset Replacement Project, CIP 14-02; and (3) Authorize the City Manager to execute a consultant agreement with West Yost, in the amount of \$352,930 for design of the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12 and authorize a contingency of up to 10% (\$35,293).

14. SUBJECT: Second Reading of an Ordinance Revising Sections within Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the revisions to sections within Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code.

15. Subject: Revised Installment Sale Agreement and Grant Water Recycling Construction Financing for the Spring Lake Recycled Water Project (CIP #17-07)

Recommendation for Action: Staff recommends that the City Council approve Resolution No._____, authorizing the City Manager to sign the revised Clean Water/Water Recycling Funding Program, California State Water Resources Control Board (SWRCB) Installment Sale Agreement and Grant Spring Lake Recycled Water Project No. C-06-8384-110, Agreement No. D2101047.

16. SUBJECT: Authorization Award of Professional Services Contracts for Citywide Landscape Maintenance to Dominguez Landscape Services, Inc. and Figueroa Landscape Company.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council

approve Resolution No. _____, and Resolution No. _____, authorizing the City Manager to award professional services contracts for citywide landscape maintenance to Dominguez Landscape Services, Inc. and Figueroa Landscape Company.

17. SUBJECT: Amendment of existing contract with Aqua-Metrics by \$50,000 to an annual total of \$250,000 for water system supplies

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute a \$50,000 amendment to the existing Aqua-Metrics contract for a FY24 total of \$250,000 (subject to minor revisions as required and approved by the City Attorney).

18. SUBJECT: Amendment to the annual contract with San Joaquin Chemicals, Inc. for the purchase of coagulants in FY2023/24.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute an amendment to the annual contract with San Joaquin Chemicals, Inc. for a total amount of \$210,000.00 for the purchase of coagulants in FY24.

19. SUBJECT: Authorization of appropriations of \$60,000 to the Facilities Replacement Fund (Fund 2011) for Police Department Booster Pump and associated HVAC Design/Consultant

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing appropriations of \$60,000 to the Facilities Replacement Fund (Fund 2011) for the Police Department Booster pump project and associated consulting fees.

20. SUBJECT: Woodland's Membership in the Yolo County Regional Resilience Collaborative

RECOMMENDATION FOR ACTION: Staff recommends that the City Council authorize the City Manager to sign a partnership agreement between co-applicants for the Yolo County Regional Resilience Collaborative.

I. PUBLIC HEARINGS

21. SUBJECT: Bond Opportunities for Land Development (BOLD) Program Participation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council hold a public hearing, and approve Resolution No. ____ Authorizing Use of the Bond Opportunities for Land Development (BOLD) Program.

J. REPORTS OF THE CITY MANAGER

22. SUBJECT: Ordinance adjusting the Boundaries of City Council Election Districts to include Annexed Territories

RECOMMENDATION FOR ACTION: Staff recommends that the City Council waive the first reading and read by title only, An Ordinance of the City Council of the City of Woodland, California Adjusting the Boundaries of City Council

Election District to Include Annexed Territories, as Reflected in the Attached Map.

23. SUBJECT: Fiscal Year 2024/25 Measure F Spending Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the updated Measure F Spending Plan.

24. SUBJECT: Fiscal Year 2024/25 Measure R Spending Plan

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the Measure R Spending Plan.

K. 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, May 7, 2024, was posted on Friday, May 3, 2024, in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.


Ana B. Gonzalez
City Clerk

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

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: F.5
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.



Ken Hiatt
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: G.6
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", written over a horizontal line.

Ken Hiatt
City Manager

Attachments:

1. Council Long Range Calendar

CITY COUNCIL LONG RANGE CALENDAR

May 21st

REGULAR MEETING

AAPI Resolution/Rescind Resolution No. 809
Chicago Café Proclamation
2nd Reading of Ordinance Adding Annexation to Council District Map
WPCF Asset (Screw Pump #2) Replacement Project (sole source finding), CIP 14-02
Direction to Review Conflict of Interest Code
Softball Officiators Agreement
SE Area Aquatic Facility – Approve Plans and Authorize Bid
Waste Management Extension Agreement
Intent to Levy Assessments – Landscape and Lighting Districts
Truck Route Map Update
American Rescue Plan Funding – Project Updates
Annual Housing Element / Progress Report

June 4th

REGULAR MEETING

League of Women Voters 50th Anniversary Proclamation
City Council Meeting Minutes for May 7, 2024 and May 21, 2024
Waste Management Delinquent Garbage/Refuse Accounts - Call for Public Hearing on July 2, 2024
FY24/25 Budget Introduction
Woodland Hotel BID Resolution of Intention
2nd Reading Ordinance Adding Annexation to Council District Map
Contract Award – FY25 Tree Pruning and Maintenance Services with West Coast Arborist
Comprehensive Zoning Code Ordinance Adoption

June 18th

REGULAR MEETING

Mosquito Vector Control Presentation
Board and Commission Appointments
FY24/25 Budget Adoption
Public Hearing - Woodland Hotel BID Renewal
Public Hearing – Landscape and Lighting Assessment Districts (Spring Lake, Gateway, Streng Pond, Gibson Road, North Park, West Wood)

July 2nd

REGULAR MEETING

City Council Meeting Minutes for June 4, 2024 and June 18, 2024
Public Hearing – Waste Management Liens

July 16th

REGULAR MEETING

Valley Clean Energy Presentation

Future Topics / Study Sessions:

East Beamer Way / Homeless Update (TBD) Rule 20A Undergrounding (TBD) Operating Agreements and CUPs for Cannabis Retailers (TBD)
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Updated 5/3/2024



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.7
SUBJECT: May is Older Americans Month Proclamation

Recommendation for Action: Staff recommends that the City Council adopt a proclamation declaring May 2024 as "Older Americans Month."

Staff Contact:

Dallas Tringali, Community Services Program Manager, (530) 661-2000,
dallas.tringali@cityofwoodland.gov

Background:

Every May, the Administration for Community Living leads the nation's observance of Older Americans Month (OAM). This year's theme, "Powered by Connection", focuses on the profound impact that meaningful connections have on the well-being and health of older adults. It's about the transformative potential of community engagement in enhancing mental, physical, and emotional well-being. By recognizing and nurturing the role that connectedness plays, issues like loneliness can be mitigated, ultimately promoting healthy aging for more Americans.

Discussion:

The City's Commission on Aging supports the adoption of the proclamation declaring May 2024 as "Older Americans Month". The Commission hosts a Senior Resource Fair at the Woodland Community & Senior Center in May. This year's event will be held on May 23rd from 9 am - 12 pm. This free event highlights programs and services available to adults 50 and older in Woodland. More than 70 organizations that serve Woodland will be onsite to answer questions and provide materials.

Conclusion:

Staff recommends that the City Council adopt a proclamation declaring May 2024 as "Older Americans Month."

Prepared by: Dallas Tringali, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director



Ken Hiatt
City Manager

Attachments:

1. 2024 Older Americans Month Proclamation

**PROCLAMATION
OLDER AMERICANS MONTH
“POWERED BY CONNECTION”
MAY 2024**

- WHEREAS,** May is Older Americans Month, a time for us to recognize and honor Woodland’s older adults and their immense influence on every facet of American society; and
- WHEREAS,** through their wealth of life experience and wisdom, older adults guide our younger generations and carry forward abundant cultural and historical knowledge; and
- WHEREAS,** older Americans improve our communities through intergenerational relationships, community service, civic engagement, and many other activities; and
- WHEREAS,** communities benefit when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and
- WHEREAS,** the City of Woodland must ensure that older Americans have the resources and support needed to stay involved in their communities - reflecting our commitment to inclusivity and connectedness;

NOW, THEREFORE, BE IT RESOLVED THAT, the City Council of the City of Woodland do hereby proclaim May 2024 as Older Americans Month. This year's theme, "Powered by Connection," emphasizes the profound impact of meaningful interactions and social connection on the well-being and health of older adults in our community.

We call upon all residents to join me in recognizing the contributions of our older citizens and promoting programs and activities that foster connection, inclusion, and support for older adults.

Dated: May 7, 2024

Tania Garcia-Cadena, Mayor

Rich Lansburgh, Mayor Pro Tempore

Vicky Fernandez, Council Member

Tom Stallard, Council Member

Mayra Vega, Council Member



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.8
SUBJECT: City Council Meeting Minutes of April 2, 2024

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of April 2, 2024.

Staff Contact:

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



Ken Hiatt
City Manager

Attachments:

1. 04.02.24 DRAFT_minutes

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, April 2, 2024

6:00 PM

City Council

CITY COUNCIL

CLOSED SESSION

5:00 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation (Sec. 54956.9)
Name of case: Yolo County Farm Bureau et al. v. City of Woodland et al., Yolo County Superior Court

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

C. CALL TO ORDER

Meeting called to order at 6:00 PM.

D. ROLL CALL

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

E. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Council Member Vicky Fernandez.

***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.*

F. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Council and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered. The option to submit a public comment via voicemail is no longer available. Written Public Comments Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to CouncilMeetings@cityofwoodland.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.

Joe Cadelago, Sergio Balderas, and Bella Iglesias of Waste Management spoke and introduced themselves as the new local management team.

2. 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.

Email received Michael Budko regarding Pigeon Poop.

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

Verbal updates provided by Council Members/Staff.

3. SUBJECT: Long Range Calendar

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

H. CONSENT CALENDAR

4. SUBJECT: Proclaim April as Child Abuse Prevention Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council recognize April 2024 as Child Abuse Prevention Month.

Recognized April 2024 as Child Abuse Prevention Month.

5. SUBJECT: City Council Meeting Minutes of March 5, 2024, and March 19, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meetings of March 5, 2024 and March 19, 2024.

Adopted the minutes of the Joint Regular City Council/Woodland Finance Authority Meetings of March 5, 2024 and March 19, 2024.

6. SUBJECT: Sustainability Advisory Committee November 2023 and February 2024 Minutes

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Sustainability Advisory Committee minutes from November 2023 and February 2024.

Received the Sustainability Advisory Committee minutes from November 2023 and February 2024.

7. SUBJECT: Declaring Results of the March 5, 2024, Election

RECOMMENDATION FOR ACTION: Staff recommends that the City Council

adopt Resolution No. _____, declaring the results of the March 5, 2024, election related to Measure M.

Adopted RESOLUTION NO. 8223, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND DECLARING THE RESULTS OF THE PRESIDENTIAL PRIMARY ELECTION HELD ON MARCH 5, 2024.

8. SUBJECT: Authorize Purchase of a Replacement Public Works Utilities Vehicle and Appropriation of Funds for Same

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the purchase of a replacement for vehicle 3-004 and appropriating \$83,727.45 from the Equipment Replacement Fund (2012) and \$6,722.59 from the Water Enterprise Fund (2210) for its purchase.

Adopted RESOLUTION NO. 8224, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING A BUDGET INCREASE TO THE FISCAL YEAR 2023/24 VEHICLE REPLACEMENT FUND AND WATER ENTERPRISE FUND BUDGETS TO FUND THE REPLACEMENT OF A WATER DISTRIBUTION VEHICLE.

9. SUBJECT: Agreement Renewal with Advance Peace for Gun Violence Reduction Program Services to the City

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____ (1) authorizing the City Manager to execute an agreement renewal with Advance Peace for gun violence reduction program services in the amount not to exceed \$200,000 per year and (2) authorizing the City Manager to carry forward \$100,000 appropriated in FY23 to FY24 in Measure R (Fund 1102) to close out the initial Advance Peace contract.

Adopted RESOLUTION NO. 8225, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND (1) AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT RENEWAL WITH ADVANCE PEACE FOR GUN VIOLENCE REDUCTION PROGRAM SERVICES IN THE AMOUNT NOT TO EXCEED \$200,000 PER YEAR AND (2) AUTHORIZING THE CITY MANAGER TO CARRY FORWARD \$100,000 IN FY23 TO FY24 IN MEASURE R (FUND 1102) TO CLOSE OUT THE INITIAL ADVANCE PEACE CONTRACT.

10. SUBJECT: County Road 25A (Parkland Ave. to Miekle Ave.) Improvement Project, CIP 24-05; Appropriate additional SLIF funds, Authorize Construction Contract Award, Approve Construction Management & Inspection Contract, and Approve Design Contract Amendment

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, to 1.) Appropriate \$4,550,000 in Spring Lake Infrastructure – Roads funding (Fund 682) for the Project; and 2.) Approve a construction contract for the County Road 25A (Parkland Ave to Miekle Ave) Project, CIP 24-05; award the construction contract in an amount not to exceed \$3,400,000 to the lowest responsive, responsible bidder; authorize a contract contingency up to 15% (\$511,000); and authorize the City Manager to execute the construction contract and change orders; and 3.) Approve a consultant services contract amendment for design with Cunningham Engineering in the amount of \$25,000 for a total agreement amount of \$166,100 and authorize the City Manager to execute the amendment; and

4.) Approve a consultant services agreement for construction management and inspection services with Associated Engineering Consultants, Inc. in the amount of \$337,036.00; authorize a contract contingency up to 15% (\$50,555); and authorize the City Manager to execute the agreement and amendments.

Adopted RESOLUTION NO. 8226, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A CONSTRUCTION CONTRACT AND CONSULTANT AGREEMENT AND CONSULTANT AMENDMENT FOR THE COUNTY ROAD 25A (PARKLAND AVE. TO MIEKLE AVE.) IMPROVEMENT PROJECT, CIP 24-05.

11. SUBJECT: Public Works Uniform Rental Services Agreement

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to enter into a 3-year agreement for Uniform Rental Services for Public Works in the amount of \$240,000.

Adopted RESOLUTION NO. 8227, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE ENTERING INTO A UNIFORM RENTAL SERVICES AGREEMENT FOR PUBLIC WORKS.

12. SUBJECT: Multiple Police Grant Award Appropriations

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ authorizing the City Manager to appropriate \$200,720.52 to Fund 1330 for the purchase of the awarded items and services.

Adopted RESOLUTION NO. 8228, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE CITY MANAGER TO APPROPRIATE \$200,720.52 TO FUND 330 FOR THE PURCHASE OF THE AWARDED ITEMS AND SERVICES.

13. SUBJECT: Authorize Purchase of a Ford Lightning for the Public Works Water Division and Appropriation of Funds for Same

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the purchase of an electric Ford Lightning for the Public Works Water Division and appropriating \$64,082.39 in the Water Enterprise Fund and \$64,082.39 in the Equipment Replacement Fund for its purchase.

Adopted RESOLUTION NO. 8229, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING A BUDGET APPROPRIATION FOR THE PURCHASE OF A FORD LIGHTNING F150 FOR WATER DISTRIBUTION DIVISION.

14. SUBJECT: Installation of Charging Infrastructure at the Municipal Service Center for Public Works Fleet Use

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing Public Works staff to purchase and install electric vehicle charging infrastructure and the Municipal Service Center (MSC).

Adopted RESOLUTION NO. 8300, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING THE INSTALLATION OF CHARGING INFRASTRUCTURE AT THE MUNICIPAL SERVICE CENTER FOR PUBLIC WORKS FLEET USE.

15. SUBJECT: Pacific Coast Producers Vested Rights Determination - 1376 Lemen Avenue

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, confirming that recognition of a legal nonconforming vested right is not a project subject to CEQA; adopting findings as contained in the staff report; and approving the recognition and confirmation of the legal nonconforming vested right for the Pacific Coast Producers property at 1376 Lemen Avenue.

Adopted RESOLUTION NO. 8301, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING THE RECOGNITION AND CONFIRMATION OF VESTED RIGHTS OF PACIFIC COAST PRODUCERS AT 1376 LEMEN AVENUE, AND CONFIRMING EXEMPTION FROM CEQA.

On a motion by Council Member Stallard, seconded by Council Member Fernandez and carried on a 4-0 vote, Council Members approved Consent Calendar Items No. 4 through 15.

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

NOES: None

ABSENT: Member Vega

I. REPORTS OF THE CITY MANAGER

16. SUBJECT: Introduce and Waive the First Reading of an Ordinance Revising Sections within Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

1. Receive an update on illegal fireworks mitigation; and
2. Introduce and waive the first reading of the ordinance of the City Council of the City of Woodland, California revising sections within Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code.

On a motion by Council Member Stallard, seconded by Council Member Fernandez and carried on a 4-0 vote, Council Members introduced and waived the first reading of the ordinance of the City Council of the City of Woodland, California revising sections within Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code.

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

NOES: None

ABSENT: Member Vega

Council Member Lansburgh left the meeting after the conclusion of this item.

Prior to agenda Item No. 17, Mayor Garcia-Cadena presented the Child Abuse Prevention Month Proclamation to CAPC Members Doni Debolt (Yolo CASA) and Michelle Mattingly (YCCA).

17. SUBJECT: Loan Agreements for Freeman Garden Court Affordable Housing Project at 334 Freeman Street

RECOMMENDATION FOR ACTION: Staff recommends that the City Council

adopt Resolution No. _____, (1) approving an appropriation of \$900,000 from the Affordable Housing In-Lieu Fees Fund (1327) and authorizing the Administrative Services Director to amend the Fiscal Year 2024 budget as necessary, (2) approving a 55-year amortized loan to Friends of the Mission in the amount of \$450,000 with three percent (3%) simple interest for a 12-unit affordable rental project at 334 Freeman Street, (3) approving a 55-year deferred-payment loan to Friends of the Mission in the amount of \$450,000 with three percent (3%) simple interest for a 12-unit affordable rental project at 334 Freeman Street, (4) authorizing the City to enter into a memorandum of understanding with Friends of the Mission for the 334 Freeman Street project to establish operational parameters to help ensure successful operation and management of the project, (5) authorizing the City to enter into a regulatory agreement and declaration of restrictive covenants with Friends of the Mission for the 334 Freeman Street project to ensure the affordability of the project for a term of not less than 55 years, and (6) authorizing the City Manager to execute the loans, memorandum of understanding, and regulatory agreement in a form as prepared and approved by the City Attorney and take such other actions and execute such documents as necessary to make the City loans and ensure the affordability of the project.

Council Member Lansburgh left the Council Meeting before this item was presented.

On a motion by Mayor Garcia-Cadena, seconded by Council Member Fernandez and carried on a 3-0 vote, Council Members adopted RESOLUTION NO. 8302, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND APPROVING A \$450,000 AMORTIZED LOAN AND A \$450,000 DEFERRED-PAYMENT LOAN FROM THE AFFORDABLE HOUSING IN-LIEU FEES FUND TO ASSIST FRIENDS OF THE MISSION WITH THE CONSTRUCTION OF THE FREEMAN GARDEN COURT PROJECT AT 334 FREEMAN STREET.

AYES: Members Fernandez, Stallard and Mayor Garcia-Cadena

NOES: None

ABSENT: Members Lansburgh and Vega

18. SUBJECT: Fiscal Year 2024/25 Spring Budget Workshop

RECOMMENDATION FOR ACTION: Staff recommends that the City Council conduct a workshop to receive an update from staff on the development of the City's Fiscal Year 2024/25 Budget.

Workshop conducted to receive an update from staff on the development of the City's Fiscal Year 2024/25 Budget.

J. ADJOURN

Meeting adjourned at 8:03 PM.

Respectfully submitted,

**Ana B. Gonzalez, MMC
City Clerk**



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.9
SUBJECT: Salary Schedule effective April 1, 2024

Recommendation for Action: Staff recommends that the City Council approve the Salary Schedule effective April 1, 2024.

Staff Contact:

Sheila McShane, Human Resources Manager, (530) 661-5807, sheila.mcshane@cityofwoodland.gov

Fiscal Impact:

The action to approve the revisions to the salary schedule has no direct fiscal impact. Relevant salaries were calculated and assumed in the Fiscal Year 2023/24 budget.

Background:

The California Public Employees' Retirement System (CalPERS) requires that the City Council adopt and approve the citywide salary schedule every quarter. This staff report serves to meet the CalPERS requirement for the revised salary schedule effective April 1, 2024.

Discussion:

The salary scheduled is consistent with current employee contracts and mou's and the only adjustment proposed is to the City Clerk position to reflect an adjustment determined to be needed to bring the range in line with comparable agencies based on a recent compensation survey.

Conclusion:

Staff recommends that the City Council approve the revised Salary Schedule effective April 1, 2024.

Prepared by: Sheila McShane, Human Resources Manager

Reviewed by: Kim McKinney, Administrative Services Director

A handwritten signature in black ink, appearing to read "Ken Hiatt", is written over a horizontal line.

Ken Hiatt
City Manager

Attachments:

1. Salary Schedule April 2024

CITY OF WOODLAND - SALARY SCHEDULE

Effective April 1, 2024

REGULAR FULL-TIME EMPLOYEES - MONTHLY/BIWEEKLY/HOURLY SALARY

CLASSIFICATION	RANGE	UNIT	A STEP	B STEP	C STEP	D STEP	E STEP	F STEP	G STEP	H STEP	Monthly BiWeekly Hourly
Accountant I	116	MM	\$5,493.7921	\$5,768.4783	\$6,056.8973	\$6,359.7370	\$6,677.7290	\$7,011.6155			Monthly
			\$2,535.5964	\$2,662.3746	\$2,795.4911	\$2,935.2632	\$3,082.0288	\$3,236.1302			BiWeekly
Accountant II	120	MM	\$6,064.1135	\$6,367.3178	\$6,685.6718	\$7,019.9575	\$7,370.9568	\$7,739.5046			Monthly
			\$2,798.8216	\$2,938.7621	\$3,085.6947	\$3,239.9804	\$3,401.9801	\$3,572.0791			BiWeekly
Accounting Technician	45	GS	\$4,686.8979	\$4,921.2434	\$5,167.3002	\$5,425.6733	\$5,696.9543	\$5,981.8020			Monthly
			\$2,163.1836	\$2,271.3431	\$2,384.9078	\$2,504.1569	\$2,629.3635	\$2,760.8317			BiWeekly
Administrative Clerk I	28	GS	\$3,080.2008	\$3,234.2081	\$3,395.9199	\$3,565.7260	\$3,744.0029	\$3,931.2030			Monthly
			\$1,421.6311	\$1,492.7115	\$1,567.3476	\$1,645.7197	\$1,728.0013	\$1,814.4014			BiWeekly
Administrative Clerk II	32	GS	\$3,399.9671	\$3,569.9614	\$3,748.4668	\$3,935.8868	\$4,132.6785	\$4,339.3124			Monthly
			\$1,569.2156	\$1,647.6745	\$1,730.0616	\$1,816.5632	\$1,907.3901	\$2,002.7596			BiWeekly
Administrative Clerk III	36	GS	\$3,752.9308	\$3,940.5794	\$4,137.6215	\$4,344.5019	\$4,561.7322	\$4,789.8188			Monthly
			\$1,732.1219	\$1,818.7289	\$1,909.6714	\$2,005.1547	\$2,105.4149	\$2,210.6856			BiWeekly
Administrative Secretary	42	GS	\$4,352.2472	\$4,569.8663	\$4,798.3495	\$5,038.2750	\$5,290.1807	\$5,554.6898			Monthly
			\$2,008.7295	\$2,109.1691	\$2,214.6228	\$2,325.3577	\$2,441.6219	\$2,563.7030			BiWeekly
Administrative Supervisor	47	GS	\$4,924.1746	\$5,170.3793	\$5,428.9003	\$5,700.3426	\$5,985.3651	\$6,284.6334			Monthly
			\$2,272.6960	\$2,386.3289	\$2,505.6463	\$2,630.9274	\$2,762.4762	\$2,900.6000			BiWeekly
Aquatics Coordinator	32	GS	\$3,399.9671	\$3,569.9614	\$3,748.4668	\$3,935.8868	\$4,132.6785	\$4,339.3124			Monthly
			\$1,569.2156	\$1,647.6745	\$1,730.0616	\$1,816.5632	\$1,907.3901	\$2,002.7596			BiWeekly
Aquatics Supervisor	48	GS	\$5,047.2702	\$5,299.6331	\$5,564.6215	\$5,842.8539	\$6,134.9892	\$6,441.7386			Monthly
			\$2,329.5093	\$2,445.9845	\$2,568.2868	\$2,696.7018	\$2,831.5335	\$2,973.1101			BiWeekly
Assist City Manager/Comm & Econ Dev Dir	Contract		\$12,463.4700				\$16,001.3025				Monthly
			\$5,752.3708				\$7,385.2165				BiWeekly
Assistant Engineer	125	MM	\$6,860.9760	\$7,204.0304	\$7,564.2312	\$7,942.4441	\$8,339.5629	\$8,756.5410			Monthly
			\$3,166.6043	\$3,324.9371	\$3,491.1836	\$3,665.7435	\$3,849.0290	\$4,041.4805			BiWeekly
Assistant Planner	118	MM	\$5,771.8980	\$6,060.4971	\$6,363.5199	\$6,681.7064	\$7,015.7826	\$7,366.5717			Monthly
			\$2,663.9529	\$2,797.1525	\$2,937.0092	\$3,083.8645	\$3,238.0535	\$3,399.9562			BiWeekly
Associate Civil Engineer	131	MM	\$7,956.6305	\$8,354.4613	\$8,772.1892	\$9,210.7917	\$9,671.3439	\$10,154.9111			Monthly
			\$3,672.2910	\$3,855.9052	\$4,048.7027	\$4,251.1346	\$4,463.6972	\$4,686.8820			BiWeekly
Associate Engineer	127	MM	\$7,208.3170	\$7,568.7362	\$7,947.1636	\$8,344.5368	\$8,761.7589	\$9,199.8469			Monthly
			\$3,326.9155	\$3,493.2628	\$3,667.9217	\$3,851.3247	\$4,043.8887	\$4,246.0832			BiWeekly
Associate Planner	124	MM	\$6,693.6446	\$7,028.3213	\$7,379.7395	\$7,748.7229	\$8,136.1654	\$8,542.9736			Monthly
			\$3,089.3745	\$3,243.8406	\$3,406.0336	\$3,576.3337	\$3,755.1532	\$3,942.9109			BiWeekly
Building Inspection Services Manager	132	MM	\$8,155.5459	\$8,563.3322	\$8,991.4905	\$9,441.0678	\$9,913.1254	\$10,408.7816			Monthly
			\$3,764.0981	\$3,952.3072	\$4,149.9187	\$4,357.4159	\$4,575.2886	\$4,804.0531			BiWeekly
Building Inspector I	49	GS	\$5,173.4584	\$5,432.1273	\$5,703.7309	\$5,988.9282	\$6,288.3646	\$6,602.7828			Monthly
			\$2,387.7500	\$2,507.1357	\$2,632.4912	\$2,764.1207	\$2,902.3221	\$3,047.4382			BiWeekly
Building Inspector II	53	GS	\$5,710.5210	\$5,996.0545	\$6,295.8538	\$6,610.6452	\$6,941.1815	\$7,288.2406			Monthly
			\$2,635.6251	\$2,767.4098	\$2,905.7787	\$3,051.0670	\$3,203.6222	\$3,363.8033			BiWeekly
Business Engagement/Resource Conservation Pro	124	MM	\$6,693.6446	\$7,028.3213	\$7,379.7395	\$7,748.7229	\$8,136.1654	\$8,542.9736			Monthly
			\$3,089.3745	\$3,243.8406	\$3,406.0336	\$3,576.3337	\$3,755.1532	\$3,942.9109			BiWeekly
Chief Building Official	140	MM	\$9,936.7464	\$10,433.5799	\$10,955.2621	\$11,503.0213	\$12,078.1763	\$12,682.0851			Monthly
			\$4,586.1907	\$4,815.4984	\$5,056.2748	\$5,309.0868	\$5,574.5429	\$5,853.2700			BiWeekly
Chief Collection Systems Operator	132	MM	\$8,155.5464	\$8,563.3276	\$8,991.4843	\$9,441.0636	\$9,913.1259	\$10,408.7822			Monthly
			\$3,764.0983	\$3,952.3050	\$4,149.9158	\$4,357.4140	\$4,575.2889	\$4,804.0533			BiWeekly
Chief Information Officer	142	MM	\$10,439.7989	\$10,961.7749	\$11,509.8703	\$12,085.3704	\$12,689.6403	\$13,324.1223			Monthly
			\$4,818.3687	\$5,059.2807	\$5,312.2478	\$5,577.8633	\$5,856.7570	\$6,149.5949			BiWeekly
Chief Plant Operator	132	MM	\$8,155.5464	\$8,563.3276	\$8,991.4843	\$9,441.0636	\$9,913.1259	\$10,408.7822			Monthly
			\$3,764.0983	\$3,952.3050	\$4,149.9158	\$4,357.4140	\$4,575.2889	\$4,804.0533			BiWeekly
Chief Project Engineer	145	MM	\$11,242.5228	\$11,804.6328	\$12,394.8884	\$13,014.6212	\$13,665.3438	\$14,348.6110			Monthly
			\$5,188.8567	\$5,448.2921	\$5,720.7177	\$6,006.7482	\$6,307.0818	\$6,622.4358			BiWeekly
Chief Water Systems Operator	132	MM	\$8,155.5459	\$8,563.3322	\$8,991.4905	\$9,441.0678	\$9,913.1254	\$10,408.7816			Monthly

			\$3,764.0981	\$3,952.3072	\$4,149.9187	\$4,357.4159	\$4,575.2886	\$4,804.0531			BiWeekly
Children's Librarian II	118	MM	\$5,771.8991	\$6,060.4915	\$6,363.5251	\$6,681.7110	\$7,015.7862	\$7,366.5755			Monthly
			\$2,663.9534	\$2,797.1499	\$2,937.0116	\$3,083.8666	\$3,238.0552	\$3,399.9579			BiWeekly
City Clerk	Contract		\$10,410.0000				\$12,650.0000				Monthly
			\$4,804.6154				\$5,838.4615				BiWeekly
City Engineer	145	MM	\$11,242.5187	\$11,804.6370	\$12,394.8821	\$13,014.6196	\$13,665.3464	\$14,348.6137			Monthly
			\$5,188.8548	\$5,448.2940	\$5,720.7148	\$6,006.7475	\$6,307.0830	\$6,622.4371			BiWeekly
City Manager	Contract						\$25,266.8000				Monthly
							\$11,661.6000				BiWeekly
Code Compliance Officer I	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400			Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492			BiWeekly
Code Compliance Officer II	50	GS	\$5,302.7928	\$5,567.9291	\$5,846.3229	\$6,138.6464	\$6,445.5720	\$6,767.8506			Monthly
			\$2,447.4428	\$2,569.8134	\$2,698.3029	\$2,833.2214	\$2,974.8794	\$3,123.6234			BiWeekly
Communications and Strategic Policy Manager	134	MM	\$8,563.3237	\$8,991.4940	\$9,441.0585	\$9,913.1168	\$10,408.7822	\$10,929.2213			Monthly
			\$3,952.3032	\$4,149.9203	\$4,357.4116	\$4,575.2847	\$4,804.0533	\$5,044.2560			BiWeekly
Community Development Clerk I	32	GS	\$3,399.9671	\$3,569.9614	\$3,748.4668	\$3,935.8868	\$4,132.6785	\$4,339.3124			Monthly
			\$1,569.2156	\$1,647.6745	\$1,730.0616	\$1,816.5632	\$1,907.3901	\$2,002.7596			BiWeekly
Community Development Clerk II	37	GS	\$3,846.7551	\$4,039.0962	\$4,241.0510	\$4,453.1036	\$4,675.7514	\$4,909.5389			Monthly
			\$1,775.4254	\$1,864.1983	\$1,957.4082	\$2,055.2786	\$2,158.0391	\$2,265.9410			BiWeekly
Community Development Director	Contract		\$12,851.9000				\$16,500.0000				Monthly
			\$5,931.6462				\$7,615.3846				BiWeekly
Community Development Technician I	42	GS	\$4,352.2472	\$4,569.8663	\$4,798.3495	\$5,038.2750	\$5,290.1807	\$5,554.6898			Monthly
			\$2,008.7295	\$2,109.1691	\$2,214.6228	\$2,325.3577	\$2,441.6219	\$2,563.7030			BiWeekly
Community Development Technician II	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400			Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492			BiWeekly
Community Enhancement Specialist	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400			Monthly
		GS	\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492			BiWeekly
Community Risk Reduction Specialist I	Base	F	\$5,203.4681	\$5,463.8824	\$5,737.0589	\$6,023.9181	\$6,325.0964				Monthly
			\$2,401.6006	\$2,521.7919	\$2,647.8733	\$2,780.2699	\$2,919.2753				BiWeekly
Community Risk Reduction Specialist II	Base	F	\$5,595.4362	\$5,875.2268	\$6,168.9842	\$6,477.4356	\$6,801.3199				Monthly
			\$2,582.5090	\$2,711.6431	\$2,847.2235	\$2,989.5857	\$3,139.0707				BiWeekly
Community Risk Reduction Specialist Senior	Base	F	\$6,195.5498	\$6,505.3445	\$6,830.6124	\$7,172.1375	\$7,530.7589				Monthly
			\$2,859.4845	\$3,002.4667	\$3,152.5904	\$3,310.2173	\$3,475.7349				BiWeekly
Community Services Director	Contract		\$12,851.9000				\$16,500.0000				Monthly
			\$5,931.6462				\$7,615.3846				BiWeekly
Community Services Officer	Base	P	\$4,500.7508	\$4,725.7823	\$4,962.0674	\$5,210.1870	\$5,470.6950	\$5,744.2417			Monthly
			\$2,077.2696	\$2,181.1303	\$2,290.1849	\$2,404.7017	\$2,524.9361	\$2,651.1885			BiWeekly
Community Services Program Manager	125	MM	\$6,860.9760	\$7,204.0304	\$7,564.2312	\$7,942.4441	\$8,339.5629	\$8,756.5410			Monthly
			\$3,166.6043	\$3,324.9371	\$3,491.1836	\$3,665.7435	\$3,849.0290	\$4,041.4805			BiWeekly
Conservation Coordinator	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400			Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492			BiWeekly
Construction Project Manager	129	MM	\$7,573.2386	\$7,951.9011	\$8,349.4893	\$8,766.9725	\$9,205.3199	\$9,665.5859			Monthly
			\$3,495.3409	\$3,670.1082	\$3,853.6105	\$4,046.2950	\$4,248.6092	\$4,461.0396			BiWeekly
Crime Prevention Specialist	Base	P	\$4,500.7508	\$4,725.7823	\$4,962.0674	\$5,210.1870	\$5,470.6950	\$5,744.2417			Monthly
			\$2,077.2696	\$2,181.1303	\$2,290.1849	\$2,404.7017	\$2,524.9361	\$2,651.1885			BiWeekly
Data Services Manager	136	MM	\$9,002.2021	\$9,452.3115	\$9,924.9297	\$10,421.1814	\$10,942.2301	\$11,489.3416			Monthly
			\$4,154.8625	\$4,362.6053	\$4,580.7368	\$4,809.7760	\$5,050.2600	\$5,302.7730			BiWeekly
Deputy Director of Community Development	Contract		\$10,671.5300				\$13,681.9900				Monthly
			\$4,925.3215				\$6,314.7646				BiWeekly
Deputy Director of Public Works Utilities	Contract		\$10,671.5300				\$13,681.9900				Monthly
			\$4,925.3215				\$6,314.7646				BiWeekly
Deputy Fire Chief	Flat	FM	\$11,662.2761	\$12,245.3872	\$12,857.6598	\$13,500.5258	\$14,290.9173				Monthly
			\$5,382.5890	\$5,651.7172	\$5,934.3045	\$6,231.0119	\$6,595.8080				BiWeekly
Deputy Police Chief (aka Police Captain)	Base	PM	\$11,909.3250	\$12,504.8067	\$13,130.0400	\$13,786.5555	\$14,475.8710	\$15,199.6716	\$15,959.6552	\$16,757.6475	Monthly
			\$5,496.6115	\$5,771.4492	\$6,060.0184	\$6,363.0256	\$6,681.1712	\$7,015.2331	\$7,365.9947	\$7,734.2989	BiWeekly
Director of Administrative Services	Contract		\$12,851.9000				\$16,500.0000				Monthly
			\$5,931.6462				\$7,615.3846				BiWeekly

Economic Development Manager	136	MM	\$9,002.2021	\$9,452.3115	\$9,924.9297	\$10,421.1814	\$10,942.2301	\$11,489.3416		Monthly
			\$4,154.8625	\$4,362.6053	\$4,580.7368	\$4,809.7760	\$5,050.2600	\$5,302.7730		BiWeekly
Electrical / Signs & Markings Supervisor	134	MM	\$8,563.3196	\$8,991.4988	\$9,441.0552	\$9,913.1133	\$10,408.7870	\$10,929.2221		Monthly
			\$3,952.3013	\$4,149.9225	\$4,357.4101	\$4,575.2830	\$4,804.0555	\$5,044.2563		BiWeekly
Electrician's Assistant	43	GS	\$4,461.0500	\$4,684.1012	\$4,918.3123	\$5,164.2346	\$5,422.4463	\$5,693.5687		Monthly
			\$2,058.9462	\$2,161.8928	\$2,269.9903	\$2,383.4929	\$2,502.6675	\$2,627.8009		BiWeekly
Engineering Aide I	33	GS	\$3,484.9709	\$3,659.2141	\$3,842.1836	\$4,034.2827	\$4,235.9954	\$4,447.7952		Monthly
			\$1,608.4481	\$1,688.8681	\$1,773.3155	\$1,861.9766	\$1,955.0748	\$2,052.8286		BiWeekly
Engineering Aide II	37	GS	\$3,846.7551	\$4,039.0962	\$4,241.0510	\$4,453.1036	\$4,675.7514	\$4,909.5389		Monthly
			\$1,775.4254	\$1,864.1983	\$1,957.4082	\$2,055.2786	\$2,158.0391	\$2,265.9410		BiWeekly
Engineering Assistant	56	GS	\$6,149.6181	\$6,457.0950	\$6,779.9538	\$7,118.9474	\$7,474.8961	\$7,848.6410		Monthly
			\$2,838.2853	\$2,980.1977	\$3,129.2094	\$3,285.6680	\$3,449.9521	\$3,622.4497		BiWeekly
Engineering Technician I	44	GS	\$4,572.5823	\$4,801.2134	\$5,041.2734	\$5,293.3405	\$5,558.0062	\$5,835.9065		Monthly
			\$2,110.4226	\$2,215.9447	\$2,326.7416	\$2,443.0802	\$2,565.2336	\$2,693.4953		BiWeekly
Engineering Technician II	48	GS	\$5,047.2702	\$5,299.6331	\$5,564.6215	\$5,842.8539	\$6,134.9892	\$6,441.7386		Monthly
			\$2,329.5093	\$2,445.9845	\$2,568.2868	\$2,696.7018	\$2,831.5335	\$2,973.1101		BiWeekly
Engineering Technician III	52	GS	\$5,571.2502	\$5,849.8053	\$6,142.3036	\$6,449.4175	\$6,771.8863	\$7,110.4807		Monthly
			\$2,571.3462	\$2,699.9101	\$2,834.9094	\$2,976.6542	\$3,125.4860	\$3,281.7603		BiWeekly
Environmental Compliance Inspector I	39	GS	\$4,041.4896	\$4,243.5654	\$4,455.7524	\$4,678.5346	\$4,912.4634	\$5,158.0866		Monthly
			\$1,865.3029	\$1,958.5686	\$2,056.5011	\$2,159.3237	\$2,267.2908	\$2,380.6553		BiWeekly
Environmental Compliance Inspector II	43	GS	\$4,461.0500	\$4,684.1012	\$4,918.3123	\$5,164.2346	\$5,422.4463	\$5,693.5687		Monthly
			\$2,058.9462	\$2,161.8928	\$2,269.9903	\$2,383.4929	\$2,502.6675	\$2,627.8009		BiWeekly
Environmental Compliance Specialist	49	GS	\$5,173.4584	\$5,432.1273	\$5,703.7309	\$5,988.9282	\$6,288.3646	\$6,602.7828		Monthly
			\$2,387.7500	\$2,507.1357	\$2,632.4912	\$2,764.1207	\$2,902.3221	\$3,047.4382		BiWeekly
Environmental Resources Analyst	127	MM	\$7,208.3191	\$7,568.7362	\$7,947.1631	\$8,344.5368	\$8,761.7558	\$9,199.8436		Monthly
			\$3,326.9165	\$3,493.2628	\$3,667.9214	\$3,851.3247	\$4,043.8873	\$4,246.0817		BiWeekly
Environmental Sustainability Manager	131	MM	\$7,956.6305	\$8,354.4613	\$8,772.1892	\$9,210.7917	\$9,671.3439	\$10,154.9111		Monthly
			\$3,672.2910	\$3,855.9052	\$4,048.7027	\$4,251.1346	\$4,463.6972	\$4,686.8820		BiWeekly
Equipment Service Clerk	32	GS	\$3,399.9671	\$3,569.9614	\$3,748.4668	\$3,935.8868	\$4,132.6785	\$4,339.3124		Monthly
			\$1,569.2156	\$1,647.6745	\$1,730.0616	\$1,816.5632	\$1,907.3901	\$2,002.7596		BiWeekly
Equipment Service Worker	34	GS	\$3,572.0993	\$3,750.6988	\$3,938.2264	\$4,135.1390	\$4,341.9074	\$4,559.0028		Monthly
			\$1,648.6612	\$1,731.0918	\$1,817.6429	\$1,908.5257	\$2,003.9573	\$2,104.1551		BiWeekly
Executive Assistant - Confidential	49	GS	\$5,173.4584	\$5,432.1273	\$5,703.7309	\$5,988.9282	\$6,288.3646	\$6,602.7828		Monthly
			\$2,387.7500	\$2,507.1357	\$2,632.4912	\$2,764.1207	\$2,902.3221	\$3,047.4382		BiWeekly
Executive Assistant to the City Manager	50	GS	\$5,302.7928	\$5,567.9291	\$5,846.3229	\$6,138.6464	\$6,445.5720	\$6,767.8506		Monthly
			\$2,447.4428	\$2,569.8134	\$2,698.3029	\$2,833.2214	\$2,974.8794	\$3,123.6234		BiWeekly
Facility Maintenance Worker I	35	GS	\$3,661.3923	\$3,844.4693	\$4,036.6894	\$4,238.5232	\$4,450.4548	\$4,672.9775		Monthly
			\$1,689.8734	\$1,774.3705	\$1,863.0874	\$1,956.2415	\$2,054.0561	\$2,156.7589		BiWeekly
Facility Maintenance Worker II	41	GS	\$4,246.0932	\$4,458.4012	\$4,681.3179	\$4,915.3811	\$5,161.1555	\$5,419.2133		Monthly
			\$1,959.7353	\$2,057.7236	\$2,160.6083	\$2,268.6374	\$2,382.0718	\$2,501.1754		BiWeekly
Facility Maintenance Worker III	45	GS	\$4,686.8979	\$4,921.2434	\$5,167.3002	\$5,425.6733	\$5,696.9543	\$5,981.8020		Monthly
			\$2,163.1836	\$2,271.3431	\$2,384.9078	\$2,504.1569	\$2,629.3635	\$2,760.8317		BiWeekly
Finance Clerk I	32	GS	\$3,399.9671	\$3,569.9614	\$3,748.4668	\$3,935.8868	\$4,132.6785	\$4,339.3124		Monthly
			\$1,569.2156	\$1,647.6745	\$1,730.0616	\$1,816.5632	\$1,907.3901	\$2,002.7596		BiWeekly
Finance Clerk II	37	GS	\$3,846.7551	\$4,039.0962	\$4,241.0510	\$4,453.1036	\$4,675.7514	\$4,909.5389		Monthly
			\$1,775.4254	\$1,864.1983	\$1,957.4082	\$2,055.2786	\$2,158.0391	\$2,265.9410		BiWeekly
Finance Clerk III	41	GS	\$4,246.0932	\$4,458.4012	\$4,681.3179	\$4,915.3811	\$5,161.1555	\$5,419.2133		Monthly
			\$1,959.7353	\$2,057.7236	\$2,160.6083	\$2,268.6374	\$2,382.0718	\$2,501.1754		BiWeekly
Finance Officer	141	MM	\$10,185.1696	\$10,694.4145	\$11,229.1417	\$11,790.6053	\$12,380.1368	\$12,999.1437		Monthly
			\$4,700.8475	\$4,935.8836	\$5,182.6808	\$5,441.8178	\$5,713.9093	\$5,999.6048		BiWeekly
Finance Specialist	41	GS	\$4,246.0932	\$4,458.4012	\$4,681.3179	\$4,915.3811	\$5,161.1555	\$5,419.2133		Monthly
			\$1,959.7353	\$2,057.7236	\$2,160.6083	\$2,268.6374	\$2,382.0718	\$2,501.1754		BiWeekly
Finance Supervisor	54	GS	\$5,853.2878	\$6,145.9609	\$6,453.2495	\$6,775.9201	\$7,114.7120	\$7,470.4476		Monthly
			\$2,701.5174	\$2,836.5973	\$2,978.4229	\$3,127.3477	\$3,283.7132	\$3,447.8989		BiWeekly
Financial Services Manager	136	MM	\$9,002.2021	\$9,452.3115	\$9,924.9297	\$10,421.1814	\$10,942.2301	\$11,489.3416		Monthly
			\$4,154.8625	\$4,362.6053	\$4,580.7368	\$4,809.7760	\$5,050.2600	\$5,302.7730		BiWeekly
Fire Battalion Chief	Flat		\$10,223.6403	\$10,734.8080	\$11,271.5516	\$11,835.1334	\$12,426.8901			Monthly

			\$4,718.6032	\$4,954.5268	\$5,202.2546	\$5,462.3693	\$5,735.4877				BiWeekly
Fire Captain	Base	F	\$8,248.3781	\$8,660.7907	\$9,093.8297	\$9,548.5291	\$10,025.9459				Monthly
			\$3,806.9437	\$3,997.2880	\$4,197.1522	\$4,407.0134	\$4,627.3597				BiWeekly
Fire Chief	Contract		\$12,950.0000				\$16,666.6700				Monthly
			\$5,976.9231				\$7,692.3092				BiWeekly
Fire Engineer	Base	F	\$7,158.6950	\$7,516.6269	\$7,892.4690	\$8,287.0965	\$8,701.4297				Monthly
			\$3,304.0131	\$3,469.2124	\$3,642.6780	\$3,824.8137	\$4,016.0445				BiWeekly
Fire Marshal	Flat	FM	\$10,223.6403	\$10,734.8080	\$11,271.5516	\$11,835.1334	\$12,426.8901				Monthly
			\$4,718.6032	\$4,954.5268	\$5,202.2546	\$5,462.3693	\$5,735.4877				BiWeekly
Firefighter	Base	F	\$6,307.7203	\$6,623.1040	\$6,954.2501	\$7,301.9768	\$7,667.0604				Monthly
			\$2,911.2555	\$3,056.8172	\$3,209.6539	\$3,370.1432	\$3,538.6433				BiWeekly
Firefighter Recruit	Base	F	\$5,676.9528								Monthly
			\$2,620.1321								BiWeekly
Fleet & Facilities Manager	131	MM	\$7,956.6268	\$8,354.4659	\$8,772.1892	\$9,210.7922	\$9,671.3480	\$10,154.9154			Monthly
			\$3,672.2893	\$3,855.9074	\$4,048.7027	\$4,251.1349	\$4,463.6991	\$4,686.8840			BiWeekly
GIS Coordinator	132	MM	\$8,155.5459	\$8,563.3322	\$8,991.4905	\$9,441.0678	\$9,913.1254	\$10,408.7816			Monthly
			\$3,764.0981	\$3,952.3072	\$4,149.9187	\$4,357.4159	\$4,575.2886	\$4,804.0531			BiWeekly
GIS Technician I	49	GS	\$5,173.4542	\$5,432.1262	\$5,703.7299	\$5,988.9243	\$6,288.3685	\$6,602.7870			Monthly
			\$2,387.7481	\$2,507.1352	\$2,632.4907	\$2,764.1189	\$2,902.3239	\$3,047.4401			BiWeekly
GIS Technician II	53	GS	\$5,710.5210	\$5,996.0545	\$6,295.8538	\$6,610.6452	\$6,941.1815	\$7,288.2406			Monthly
			\$2,635.6251	\$2,767.4098	\$2,905.7787	\$3,051.0670	\$3,203.6222	\$3,363.8033			BiWeekly
Heavy Equipment Mechanic	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400			Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492			BiWeekly
Housing Analyst I	120	MM	\$6,064.1135	\$6,367.3178	\$6,685.6672	\$7,019.9575	\$7,370.9568	\$7,739.5046			Monthly
			\$2,798.8216	\$2,938.7621	\$3,085.6925	\$3,239.9804	\$3,401.9801	\$3,572.0791			BiWeekly
Housing Analyst II	124	MM	\$6,693.6446	\$7,028.3213	\$7,379.7395	\$7,748.7229	\$8,136.1654	\$8,542.9736			Monthly
			\$3,089.3745	\$3,243.8406	\$3,406.0336	\$3,576.3337	\$3,755.1532	\$3,942.9109			BiWeekly
Human Resources Analyst I	121	MM	\$6,215.7123	\$6,526.4902	\$6,852.8211	\$7,195.4551	\$7,555.2453	\$7,933.0076			Monthly
			\$2,868.7903	\$3,012.2262	\$3,162.8405	\$3,320.9793	\$3,487.0363	\$3,661.3881			BiWeekly
Human Resources Analyst II	126	MM	\$7,032.5001	\$7,384.1215	\$7,753.3353	\$8,140.9964	\$8,548.0524	\$8,975.4509			Monthly
			\$3,245.7693	\$3,408.0561	\$3,578.4624	\$3,757.3830	\$3,945.2550	\$4,142.5158			BiWeekly
Human Resources Clerk	39	GS	\$4,041.4896	\$4,243.5654	\$4,455.7524	\$4,678.5346	\$4,912.4634	\$5,158.0866			Monthly
			\$1,865.3029	\$1,958.5686	\$2,056.5011	\$2,159.3237	\$2,267.2908	\$2,380.6553			BiWeekly
Human Resources Manager	140	MM	\$9,936.7464	\$10,433.5799	\$10,955.2621	\$11,503.0213	\$12,078.1763	\$12,682.0851			Monthly
			\$4,586.1907	\$4,815.4984	\$5,056.2748	\$5,309.0868	\$5,574.5429	\$5,853.2700			BiWeekly
Human Resources Technician I	45	GS	\$4,686.8979	\$4,921.2434	\$5,167.3002	\$5,425.6733	\$5,696.9543	\$5,981.8020			Monthly
			\$2,163.1836	\$2,271.3431	\$2,384.9078	\$2,504.1569	\$2,629.3635	\$2,760.8317			BiWeekly
Human Resources Technician II	50	GS	\$5,302.7928	\$5,567.9291	\$5,846.3229	\$6,138.6464	\$6,445.5720	\$6,767.8506			Monthly
			\$2,447.4428	\$2,569.8134	\$2,698.3029	\$2,833.2214	\$2,974.8794	\$3,123.6234			BiWeekly
Industrial Electrical/Electronics Technician	58	GS	\$6,460.9405	\$6,783.9875	\$7,123.1828	\$7,479.3467	\$7,853.3127	\$8,245.9783			Monthly
			\$2,981.9725	\$3,131.0712	\$3,287.6228	\$3,452.0062	\$3,624.6058	\$3,805.8361			BiWeekly
Information Technology Technician I	48	GS	\$5,047.2702	\$5,299.6331	\$5,564.6215	\$5,842.8539	\$6,134.9892	\$6,441.7386			Monthly
			\$2,329.5093	\$2,445.9845	\$2,568.2868	\$2,696.7018	\$2,831.5335	\$2,973.1101			BiWeekly
Information Technology Technician II	52	GS	\$5,571.2502	\$5,849.8053	\$6,142.3036	\$6,449.4175	\$6,771.8863	\$7,110.4807			Monthly
			\$2,571.3462	\$2,699.9101	\$2,834.9094	\$2,976.6542	\$3,125.4860	\$3,281.7603			BiWeekly
Infrastructure O & M Superintendent	132	MM	\$8,155.5464	\$8,563.3276	\$8,991.4843	\$9,441.0636	\$9,913.1259	\$10,408.7822			Monthly
			\$3,764.0983	\$3,952.3050	\$4,149.9158	\$4,357.4140	\$4,575.2889	\$4,804.0533			BiWeekly
Junior Engineer	121	MM	\$6,215.7123	\$6,526.4902	\$6,852.8211	\$7,195.4551	\$7,555.2453	\$7,933.0076			Monthly
			\$2,868.7903	\$3,012.2262	\$3,162.8405	\$3,320.9793	\$3,487.0363	\$3,661.3881			BiWeekly
Junior Planner	113	MM	\$5,101.5249	\$5,356.5934	\$5,624.4225	\$5,905.6455	\$6,200.9349	\$6,510.9817			Monthly
			\$2,354.5500	\$2,472.2739	\$2,595.8873	\$2,725.6825	\$2,861.9700	\$3,005.0685			BiWeekly
Laboratory & Environmental Compliance Mgr.	129	MM	\$7,573.2386	\$7,951.9011	\$8,349.4893	\$8,766.9725	\$9,205.3199	\$9,665.5859			Monthly
			\$3,495.3409	\$3,670.1082	\$3,853.6105	\$4,046.2950	\$4,248.6092	\$4,461.0396			BiWeekly
Laboratory Supervisor	127	MM	\$7,208.3191	\$7,568.7298	\$7,947.1631	\$8,344.5368	\$8,761.7558	\$9,199.8436			Monthly
			\$3,326.9165	\$3,493.2599	\$3,667.9214	\$3,851.3247	\$4,043.8873	\$4,246.0817			BiWeekly
Laboratory Technician I	43	GS	\$4,461.0500	\$4,684.1012	\$4,918.3123	\$5,164.2346	\$5,422.4463	\$5,693.5687			Monthly
			\$2,058.9462	\$2,161.8928	\$2,269.9903	\$2,383.4929	\$2,502.6675	\$2,627.8009			BiWeekly

Laboratory Technician II	47	GS	\$4,924.1746	\$5,170.3793	\$5,428.9003	\$5,700.3426	\$5,985.3651	\$6,284.6334		Monthly
			\$2,272.6960	\$2,386.3289	\$2,505.6463	\$2,630.9274	\$2,762.4762	\$2,900.6000		BiWeekly
Library Program Manager I	122	MM	\$6,371.1012	\$6,689.6492	\$7,024.1510	\$7,375.3437	\$7,744.1193	\$8,131.3253		Monthly
			\$2,940.5083	\$3,087.5304	\$3,241.9159	\$3,404.0048	\$3,574.2089	\$3,752.9194		BiWeekly
Library Program Manager II	125	MM	\$6,860.9710	\$7,204.0354	\$7,564.2307	\$7,942.4441	\$8,339.5592	\$8,756.5372		Monthly
			\$3,166.6020	\$3,324.9394	\$3,491.1834	\$3,665.7435	\$3,849.0273	\$4,041.4787		BiWeekly
Library Services Director	Contract		\$10,410.0000				\$12,650.0000			Monthly
			\$4,804.6154				\$5,838.4615			BiWeekly
Library Technical Assistant I	29	GS	\$3,157.2045	\$3,315.0707	\$3,480.8297	\$3,654.8711	\$3,837.6120	\$4,029.4926		Monthly
			\$1,457.1713	\$1,530.0327	\$1,606.5368	\$1,686.8636	\$1,771.2055	\$1,859.7658		BiWeekly
Library Technical Assistant II	33	GS	\$3,484.9709	\$3,659.2141	\$3,842.1836	\$4,034.2827	\$4,235.9954	\$4,447.7952		Monthly
			\$1,608.4481	\$1,688.8681	\$1,773.3155	\$1,861.9766	\$1,955.0748	\$2,052.8286		BiWeekly
Library Technical Assistant III	37	GS	\$3,846.7551	\$4,039.0962	\$4,241.0510	\$4,453.1036	\$4,675.7514	\$4,909.5389		Monthly
			\$1,775.4254	\$1,864.1983	\$1,957.4082	\$2,055.2786	\$2,158.0391	\$2,265.9410		BiWeekly
Light Equipment Mechanic	41	GS	\$4,246.0932	\$4,458.4012	\$4,681.3179	\$4,915.3811	\$5,161.1555	\$5,419.2133		Monthly
			\$1,959.7353	\$2,057.7236	\$2,160.6083	\$2,268.6374	\$2,382.0718	\$2,501.1754		BiWeekly
Literacy Coordinator	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400		Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492		BiWeekly
Maintenance Supervisor	53	GS	\$5,710.5210	\$5,996.0545	\$6,295.8538	\$6,610.6452	\$6,941.1815	\$7,288.2406		Monthly
			\$2,635.6251	\$2,767.4098	\$2,905.7787	\$3,051.0670	\$3,203.6222	\$3,363.8033		BiWeekly
Maintenance Worker I	35	GS	\$3,661.3923	\$3,844.4693	\$4,036.6894	\$4,238.5232	\$4,450.4548	\$4,672.9775		Monthly
			\$1,689.8734	\$1,774.3705	\$1,863.0874	\$1,956.2415	\$2,054.0561	\$2,156.7589		BiWeekly
Maintenance Worker II	40	GS	\$4,142.5342	\$4,349.6656	\$4,567.1368	\$4,795.4990	\$5,035.2767	\$5,287.0405		Monthly
			\$1,911.9389	\$2,007.5380	\$2,107.9093	\$2,213.3072	\$2,323.9738	\$2,440.1725		BiWeekly
Maintenance Worker III	44	GS	\$4,572.5823	\$4,801.2134	\$5,041.2734	\$5,293.3405	\$5,558.0062	\$5,835.9065		Monthly
			\$2,110.4226	\$2,215.9447	\$2,326.7416	\$2,443.0802	\$2,565.2336	\$2,693.4953		BiWeekly
Management Analyst I	120	MM	\$6,064.1115	\$6,367.3132	\$6,685.6672	\$7,019.9575	\$7,370.9568	\$7,739.5046		Monthly
			\$2,798.8207	\$2,938.7599	\$3,085.6925	\$3,239.9804	\$3,401.9801	\$3,572.0791		BiWeekly
Management Analyst II	125	MM	\$6,860.9710	\$7,204.0354	\$7,564.2307	\$7,942.4441	\$8,339.5592	\$8,756.5372		Monthly
			\$3,166.6020	\$3,324.9394	\$3,491.1834	\$3,665.7435	\$3,849.0273	\$4,041.4787		BiWeekly
Marketing & Business Rel Spec	118	MM	\$5,771.8991	\$6,060.4915	\$6,363.5251	\$6,681.7110	\$7,015.7862	\$7,366.5755		Monthly
			\$2,663.9534	\$2,797.1499	\$2,937.0116	\$3,083.8666	\$3,238.0552	\$3,399.9579		BiWeekly
Meter Services Technician	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400		Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492		BiWeekly
Office Manager	115	MM	\$5,359.7868	\$5,627.7710	\$5,909.1621	\$6,204.6196	\$6,514.8544	\$6,840.5971		Monthly
			\$2,473.7478	\$2,597.4328	\$2,727.3056	\$2,863.6706	\$3,006.8559	\$3,157.1987		BiWeekly
Operations and Maintenance Superintendent	137	MM	\$9,227.2667	\$9,688.6300	\$10,173.0615	\$10,681.7146	\$11,215.8003	\$11,776.5903		Monthly
			\$4,258.7385	\$4,471.6754	\$4,695.2591	\$4,930.0221	\$5,176.5232	\$5,435.3494		BiWeekly
Park Maintenance Technician	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400		Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492		BiWeekly
Park Maintenance Worker I	35	GS	\$3,661.3923	\$3,844.4693	\$4,036.6894	\$4,238.5232	\$4,450.4548	\$4,672.9775		Monthly
			\$1,689.8734	\$1,774.3705	\$1,863.0874	\$1,956.2415	\$2,054.0561	\$2,156.7589		BiWeekly
Park Maintenance Worker II	39	GS	\$4,041.4896	\$4,243.5654	\$4,455.7524	\$4,678.5346	\$4,912.4634	\$5,158.0866		Monthly
			\$1,865.3029	\$1,958.5686	\$2,056.5011	\$2,159.3237	\$2,267.2908	\$2,380.6553		BiWeekly
Park Maintenance Worker III	43	GS	\$4,461.0500	\$4,684.1012	\$4,918.3123	\$5,164.2346	\$5,422.4463	\$5,693.5687		Monthly
			\$2,058.9462	\$2,161.8928	\$2,269.9903	\$2,383.4929	\$2,502.6675	\$2,627.8009		BiWeekly
Park Planner	132	MM	\$8,155.5464	\$8,563.3276	\$8,991.4843	\$9,441.0636	\$9,913.1259	\$10,408.7822		Monthly
			\$3,764.0983	\$3,952.3050	\$4,149.9158	\$4,357.4140	\$4,575.2889	\$4,804.0533		BiWeekly
Park Superintendent	132	MM	\$8,155.5464	\$8,563.3276	\$8,991.4843	\$9,441.0636	\$9,913.1259	\$10,408.7822		Monthly
			\$3,764.0983	\$3,952.3050	\$4,149.9158	\$4,357.4140	\$4,575.2889	\$4,804.0533		BiWeekly
Park Supervisor	51	GS	\$5,435.3677	\$5,707.1327	\$5,992.4914	\$6,292.1159	\$6,606.7190	\$6,937.0550		Monthly
			\$2,508.6312	\$2,634.0613	\$2,765.7652	\$2,904.0535	\$3,049.2549	\$3,201.7177		BiWeekly
Planning Manager	140	MM	\$9,936.7464	\$10,433.5799	\$10,955.2621	\$11,503.0213	\$12,078.1763	\$12,682.0851		Monthly
			\$4,586.1907	\$4,815.4984	\$5,056.2748	\$5,309.0868	\$5,574.5429	\$5,853.2700		BiWeekly
Police Chief	Contract		\$16,757.3374				\$22,049.1294			Monthly
			\$7,734.1557				\$10,176.5213			BiWeekly
Police Crime and Intelligence Analyst	Base	PS	\$5,769.9707	\$6,058.4858	\$6,361.4009	\$6,679.4709	\$7,013.4378			Monthly

			\$2,663.0634	\$2,796.2242	\$2,936.0312	\$3,082.8327	\$3,236.9713				BiWeekly
Police Lieutenant	Base	PM	\$10,835.5800	\$11,377.3597	\$11,946.2283	\$12,543.5493	\$13,170.7377	\$13,829.2752	\$14,520.7371	\$15,246.7771	Monthly
			\$5,001.0369	\$5,251.0891	\$5,513.6438	\$5,789.3305	\$6,078.8020	\$6,382.7424	\$6,701.8787	\$7,036.9740	BiWeekly
Police Officer	Base	P	\$6,837.6628	\$7,179.5399	\$7,538.5202	\$7,915.4550	\$8,311.2224	\$8,726.7815	\$9,163.1320		Monthly
			\$3,155.8444	\$3,313.6338	\$3,479.3170	\$3,653.2869	\$3,835.9488	\$4,027.7453	\$4,229.1379		BiWeekly
Police Officer Recruit (Non-Safety)	Base		\$6,334.8915								Monthly
			\$2,923.7961								BiWeekly
Police Records Manager	Base	PS	\$6,185.3937	\$6,494.6594	\$6,819.3805	\$7,160.3567	\$7,518.3759	\$7,894.2947			Monthly
			\$2,854.7971	\$2,997.5351	\$3,147.4064	\$3,304.7800	\$3,470.0197	\$3,643.5206			BiWeekly
Police Records Specialist	Base	P	\$3,994.8252	\$4,194.5395	\$4,404.2779	\$4,624.4864	\$4,855.7188				Monthly
			\$1,843.7655	\$1,935.9413	\$2,032.7437	\$2,134.3783	\$2,241.1010				BiWeekly
Police Records Supervisor	Base	PS	\$5,412.6135	\$5,683.2324	\$5,967.3986	\$6,265.8038	\$6,579.1005				Monthly
			\$2,498.1293	\$2,623.0303	\$2,754.1840	\$2,891.9094	\$3,036.5079				BiWeekly
Police Sergeant	Base	PS	\$7,909.6581	\$8,305.1449	\$8,720.3989	\$9,156.4202	\$9,614.2477	\$10,094.9594	\$10,599.7130	\$11,129.6948	Monthly
			\$3,650.6114	\$3,833.1438	\$4,024.7995	\$4,226.0401	\$4,437.3451	\$4,659.2120	\$4,892.1752	\$5,136.7822	BiWeekly
Pool and Recreation Facility Technician	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400			Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492			BiWeekly
Principal Civil Engineer	141	MM	\$10,185.1696	\$10,694.4145	\$11,229.1417	\$11,790.6053	\$12,380.1368	\$12,999.1437			Monthly
			\$4,700.8475	\$4,935.8836	\$5,182.6808	\$5,441.8178	\$5,713.9093	\$5,999.6048			BiWeekly
Principal Planner	136	MM	\$9,002.2021	\$9,452.3115	\$9,924.9297	\$10,421.1814	\$10,942.2301	\$11,489.3416			Monthly
			\$4,154.8625	\$4,362.6053	\$4,580.7368	\$4,809.7760	\$5,050.2600	\$5,302.7730			BiWeekly
Principal Utilities Civil Engineer	141	MM	\$10,185.1696	\$10,694.4145	\$11,229.1417	\$11,790.6053	\$12,380.1368	\$12,999.1437			Monthly
			\$4,700.8475	\$4,935.8836	\$5,182.6808	\$5,441.8178	\$5,713.9093	\$5,999.6048			BiWeekly
Program Analyst	63	GS	\$7,309.9611	\$7,675.4592	\$8,059.2276	\$8,462.1943	\$8,885.3025	\$9,329.5676			Monthly
			\$3,373.8282	\$3,542.5196	\$3,719.6435	\$3,905.6281	\$4,100.9088	\$4,305.9543			BiWeekly
Public Works Director	Contract		\$12,851.9000				\$16,500.0000				Monthly
			\$5,931.6462				\$7,615.3846				BiWeekly
Public Works O&M Infrastructure Admin	141	MM	\$10,185.1696	\$10,694.4145	\$11,229.1417	\$11,790.6053	\$12,380.1368	\$12,999.1437			Monthly
			\$4,700.8475	\$4,935.8836	\$5,182.6808	\$5,441.8178	\$5,713.9093	\$5,999.6048			BiWeekly
Purchasing Manager	123	MM	\$6,530.3817	\$6,856.8937	\$7,199.7474	\$7,559.7315	\$7,937.7123	\$8,334.5979			Monthly
			\$3,014.0223	\$3,164.7201	\$3,322.9603	\$3,489.1069	\$3,663.5595	\$3,846.7375			BiWeekly
Recreation Coordinator	36	GS	\$3,752.9308	\$3,940.5794	\$4,137.6215	\$4,344.5019	\$4,561.7322	\$4,789.8188			Monthly
			\$1,732.1219	\$1,818.7289	\$1,909.6714	\$2,005.1547	\$2,105.4149	\$2,210.6856			BiWeekly
Recreation Superintendent	131	MM	\$7,956.6305	\$8,354.4613	\$8,772.1892	\$9,210.7917	\$9,671.3439	\$10,154.9111			Monthly
			\$3,672.2910	\$3,855.9052	\$4,048.7027	\$4,251.1346	\$4,463.6972	\$4,686.8820			BiWeekly
Recreation Supervisor	50	GS	\$5,302.7928	\$5,567.9291	\$5,846.3229	\$6,138.6464	\$6,445.5720	\$6,767.8506			Monthly
			\$2,447.4428	\$2,569.8134	\$2,698.3029	\$2,833.2214	\$2,974.8794	\$3,123.6234			BiWeekly
Redevelopment Manager	136	MM	\$9,002.2021	\$9,452.3115	\$9,924.9297	\$10,421.1814	\$10,942.2301	\$11,489.3416			Monthly
			\$4,154.8625	\$4,362.6053	\$4,580.7368	\$4,809.7760	\$5,050.2600	\$5,302.7730			BiWeekly
Senior Accountant	125	MM	\$6,860.9760	\$7,204.0304	\$7,564.2312	\$7,942.4441	\$8,339.5629	\$8,756.5410			Monthly
			\$3,166.6043	\$3,324.9371	\$3,491.1836	\$3,665.7435	\$3,849.0290	\$4,041.4805			BiWeekly
Senior Associate Civil Engineer	134	MM	\$8,568.4344	\$8,996.8496	\$9,446.7005	\$9,919.0175	\$10,414.9817	\$10,935.7308			Monthly
			\$3,954.6620	\$4,152.3921	\$4,360.0156	\$4,578.0081	\$4,806.9146	\$5,047.2604			BiWeekly
Senior Building Inspector	57	GS	\$6,303.3566	\$6,618.5244	\$6,949.4506	\$7,296.9151	\$7,661.7649	\$8,044.8531			Monthly
			\$2,909.2415	\$3,054.7036	\$3,207.4387	\$3,367.8070	\$3,536.1992	\$3,713.0091			BiWeekly
Senior Building Plans Examiner	58	GS	\$6,460.9405	\$6,783.9875	\$7,123.1828	\$7,479.3467	\$7,853.3127	\$8,245.9783			Monthly
			\$2,981.9725	\$3,131.0712	\$3,287.6228	\$3,452.0062	\$3,624.6058	\$3,805.8361			BiWeekly
Senior Center Manager	120	MM	\$6,064.1135	\$6,367.3178	\$6,685.6672	\$7,019.9575	\$7,370.9568	\$7,739.5046			Monthly
			\$2,798.8216	\$2,938.7621	\$3,085.6925	\$3,239.9804	\$3,401.9801	\$3,572.0791			BiWeekly
Senior Civil Engineer	138	MM	\$9,457.9355	\$9,930.8251	\$10,427.3742	\$10,948.7332	\$11,496.1821	\$12,070.9912			Monthly
			\$4,365.2010	\$4,583.4578	\$4,812.6342	\$5,053.2615	\$5,305.9302	\$5,571.2267			BiWeekly
Senior Construction Project Manager	131	MM	\$7,956.6305	\$8,354.4613	\$8,772.1892	\$9,210.7917	\$9,671.3439	\$10,154.9111			Monthly
			\$3,672.2910	\$3,855.9052	\$4,048.7027	\$4,251.1346	\$4,463.6972	\$4,686.8820			BiWeekly
Senior Engineering Assistant	58	GS	\$6,460.9405	\$6,783.9875	\$7,123.1828	\$7,479.3467	\$7,853.3127	\$8,245.9783			Monthly
			\$2,981.9725	\$3,131.0712	\$3,287.6228	\$3,452.0062	\$3,624.6058	\$3,805.8361			BiWeekly
Senior Environmental Resources Analyst	131	MM	\$7,956.6305	\$8,354.4613	\$8,772.1892	\$9,210.7917	\$9,671.3439	\$10,154.9111			Monthly
			\$3,672.2910	\$3,855.9052	\$4,048.7027	\$4,251.1346	\$4,463.6972	\$4,686.8820			BiWeekly

Senior Equipment Mechanic	50	GS	\$5,302.7928	\$5,567.9291	\$5,846.3229	\$6,138.6464	\$6,445.5720	\$6,767.8506		Monthly
			\$2,447.4428	\$2,569.8134	\$2,698.3029	\$2,833.2214	\$2,974.8794	\$3,123.6234		BiWeekly
Senior Human Resources Analyst	132	MM	\$8,155.5459	\$8,563.3322	\$8,991.4787	\$9,441.0678	\$9,913.1254	\$10,408.7816		Monthly
			\$3,764.0981	\$3,952.3072	\$4,149.9132	\$4,357.4159	\$4,575.2886	\$4,804.0531		BiWeekly
Senior Maintenance Worker	47	GS	\$4,924.1746	\$5,170.3793	\$5,428.9003	\$5,700.3426	\$5,985.3651	\$6,284.6334		Monthly
			\$2,272.6960	\$2,386.3289	\$2,505.6463	\$2,630.9274	\$2,762.4762	\$2,900.6000		BiWeekly
Senior Management Analyst	131	MM	\$7,956.6305	\$8,354.4613	\$8,772.1892	\$9,210.7917	\$9,671.3439	\$10,154.9111		Monthly
			\$3,672.2910	\$3,855.9052	\$4,048.7027	\$4,251.1346	\$4,463.6972	\$4,686.8820		BiWeekly
Senior Planner	132	MM	\$8,155.5459	\$8,563.3322	\$8,991.4787	\$9,441.0678	\$9,913.1254	\$10,408.7816		Monthly
			\$3,764.0981	\$3,952.3072	\$4,149.9132	\$4,357.4159	\$4,575.2886	\$4,804.0531		BiWeekly
Senior Police Records Specialist	Base	P	\$4,394.2942	\$4,614.0029	\$4,844.7084	\$5,086.9648	\$5,341.3208			Monthly
			\$2,028.1358	\$2,129.5398	\$2,236.0193	\$2,347.8299	\$2,465.2250			BiWeekly
Senior Signs and Markings Technician	45	GS	\$4,686.8979	\$4,921.2434	\$5,167.3002	\$5,425.6733	\$5,696.9543	\$5,981.8020		Monthly
			\$2,163.1836	\$2,271.3431	\$2,384.9078	\$2,504.1569	\$2,629.3635	\$2,760.8317		BiWeekly
Senior Traffic Signal/Street Lighting Tech	60	GS	\$6,788.0212	\$7,127.4317	\$7,483.7972	\$7,857.9918	\$8,250.8894	\$8,663.4338		Monthly
			\$3,132.9329	\$3,289.5839	\$3,454.0603	\$3,626.7654	\$3,808.1028	\$3,998.5079		BiWeekly
Senior Tree Trimmer	45	GS	\$4,686.8979	\$4,921.2434	\$5,167.3002	\$5,425.6733	\$5,696.9543	\$5,981.8020		Monthly
			\$2,163.1836	\$2,271.3431	\$2,384.9078	\$2,504.1569	\$2,629.3635	\$2,760.8317		BiWeekly
Senior Utilities Maintenance Worker (Sewer)	54	GS	\$5,853.2878	\$6,145.9609	\$6,453.2495	\$6,775.9201	\$7,114.7120	\$7,470.4476		Monthly
			\$2,701.5174	\$2,836.5973	\$2,978.4229	\$3,127.3477	\$3,283.7132	\$3,447.8989		BiWeekly
Senior Utilities Maintenance Worker (Water)	54	GS	\$5,853.2878	\$6,145.9609	\$6,453.2495	\$6,775.9201	\$7,114.7120	\$7,470.4476		Monthly
			\$2,701.5174	\$2,836.5973	\$2,978.4229	\$3,127.3477	\$3,283.7132	\$3,447.8989		BiWeekly
Senior Water Pollution Control Operator	67	GS	\$8,068.8293	\$8,472.2708	\$8,895.8793	\$9,340.6791	\$9,807.7114	\$10,298.0970		Monthly
			\$3,724.0751	\$3,910.2788	\$4,105.7904	\$4,311.0827	\$4,526.6360	\$4,752.9678		BiWeekly
Senior Water Quality Specialist	58	GS	\$6,460.9405	\$6,783.9875	\$7,123.1828	\$7,479.3467	\$7,853.3127	\$8,245.9783		Monthly
			\$2,981.9725	\$3,131.0712	\$3,287.6228	\$3,452.0062	\$3,624.6058	\$3,805.8361		BiWeekly
Senior Water System Operator	54	GS	\$5,853.2878	\$6,145.9609	\$6,453.2495	\$6,775.9201	\$7,114.7120	\$7,470.4476		Monthly
			\$2,701.5174	\$2,836.5973	\$2,978.4229	\$3,127.3477	\$3,283.7132	\$3,447.8989		BiWeekly
Senior Water/Wastewater Instrumentation Tech	66	GS	\$7,872.0246	\$8,265.6230	\$8,678.8990	\$9,112.8375	\$9,568.4808	\$10,046.9048		Monthly
			\$3,633.2421	\$3,814.9029	\$4,005.6457	\$4,205.9250	\$4,416.2219	\$4,637.0330		BiWeekly
Signs and Markings Tech I	39	GS	\$4,041.4896	\$4,243.5654	\$4,455.7524	\$4,678.5346	\$4,912.4634	\$5,158.0866		Monthly
			\$1,865.3029	\$1,958.5686	\$2,056.5011	\$2,159.3237	\$2,267.2908	\$2,380.6553		BiWeekly
Signs and Markings Tech II	43	GS	\$4,461.0500	\$4,684.1012	\$4,918.3123	\$5,164.2346	\$5,422.4463	\$5,693.5687		Monthly
			\$2,058.9462	\$2,161.8928	\$2,269.9903	\$2,383.4929	\$2,502.6675	\$2,627.8009		BiWeekly
Social Services Manager	132	MM	\$8,155.5459	\$8,563.3322	\$8,991.4787	\$9,441.0678	\$9,913.1254	\$10,408.7816		Monthly
			\$3,764.0981	\$3,952.3072	\$4,149.9132	\$4,357.4159	\$4,575.2886	\$4,804.0531		BiWeekly
Sports Manager	125	MM	\$6,860.9760	\$7,204.0304	\$7,564.2312	\$7,942.4441	\$8,339.5629	\$8,756.5410		Monthly
			\$3,166.6043	\$3,324.9371	\$3,491.1836	\$3,665.7435	\$3,849.0290	\$4,041.4805		BiWeekly
Stock Clerk	32	GS	\$3,399.9671	\$3,569.9614	\$3,748.4668	\$3,935.8868	\$4,132.6785	\$4,339.3124		Monthly
			\$1,569.2156	\$1,647.6745	\$1,730.0616	\$1,816.5632	\$1,907.3901	\$2,002.7596		BiWeekly
Storekeeper	35	GS	\$3,661.3923	\$3,844.4693	\$4,036.6894	\$4,238.5232	\$4,450.4548	\$4,672.9775		Monthly
			\$1,689.8734	\$1,774.3705	\$1,863.0874	\$1,956.2415	\$2,054.0561	\$2,156.7589		BiWeekly
Technical Services Manager	136	MM	\$9,002.2021	\$9,452.3115	\$9,924.9297	\$10,421.1814	\$10,942.2301	\$11,489.3416		Monthly
			\$4,154.8625	\$4,362.6053	\$4,580.7368	\$4,809.7760	\$5,050.2600	\$5,302.7730		BiWeekly
Traffic Signal / Street Lighting Technician	56	GS	\$6,149.6181	\$6,457.0950	\$6,779.9538	\$7,118.9474	\$7,474.8961	\$7,848.6410		Monthly
			\$2,838.2853	\$2,980.1977	\$3,129.2094	\$3,285.6680	\$3,449.9521	\$3,622.4497		BiWeekly
Transportation Engineer	134	MM	\$8,568.4344	\$8,996.8496	\$9,446.7005	\$9,919.0175	\$10,414.9817	\$10,935.7308		Monthly
			\$3,954.6620	\$4,152.3921	\$4,360.0156	\$4,578.0081	\$4,806.9146	\$5,047.2604		BiWeekly
Treatment Plant Mechanic	54	GS	\$5,853.2878	\$6,145.9609	\$6,453.2495	\$6,775.9201	\$7,114.7120	\$7,470.4476		Monthly
			\$2,701.5174	\$2,836.5973	\$2,978.4229	\$3,127.3477	\$3,283.7132	\$3,447.8989		BiWeekly
Treatment Plant Superintendent	137	MM	\$9,227.2667	\$9,688.6300	\$10,173.0615	\$10,681.7146	\$11,215.8003	\$11,776.5903		Monthly
			\$4,258.7385	\$4,471.6754	\$4,695.2591	\$4,930.0221	\$5,176.5232	\$5,435.3494		BiWeekly
Tree Trimmer I	39	GS	\$4,041.4896	\$4,243.5654	\$4,455.7524	\$4,678.5346	\$4,912.4634	\$5,158.0866		Monthly
			\$1,865.3029	\$1,958.5686	\$2,056.5011	\$2,159.3237	\$2,267.2908	\$2,380.6553		BiWeekly
Tree Trimmer II	43	GS	\$4,461.0500	\$4,684.1012	\$4,918.3123	\$5,164.2346	\$5,422.4463	\$5,693.5687		Monthly
			\$2,058.9462	\$2,161.8928	\$2,269.9903	\$2,383.4929	\$2,502.6675	\$2,627.8009		BiWeekly
Underground Utility Service Locator	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400		Monthly

			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492			BiWeekly
Utilities Administrator	141	MM	\$10,185.1696	\$10,694.4145	\$11,229.1417	\$11,790.6053	\$12,380.1368	\$12,999.1437			Monthly
			\$4,700.8475	\$4,935.8836	\$5,182.6808	\$5,441.8178	\$5,713.9093	\$5,999.6048			BiWeekly
Utilities Maintenance Supervisor	53	GS	\$5,710.5210	\$5,996.0545	\$6,295.8538	\$6,610.6452	\$6,941.1815	\$7,288.2406			Monthly
			\$2,635.6251	\$2,767.4098	\$2,905.7787	\$3,051.0670	\$3,203.6222	\$3,363.8033			BiWeekly
Utilities Maintenance Worker I	37	GS	\$3,846.7551	\$4,039.0962	\$4,241.0510	\$4,453.1036	\$4,675.7514	\$4,909.5389			Monthly
			\$1,775.4254	\$1,864.1983	\$1,957.4082	\$2,055.2786	\$2,158.0391	\$2,265.9410			BiWeekly
Utilities Maintenance Worker II	42	GS	\$4,352.2472	\$4,569.8663	\$4,798.3495	\$5,038.2750	\$5,290.1807	\$5,554.6898			Monthly
			\$2,008.7295	\$2,109.1691	\$2,214.6228	\$2,325.3577	\$2,441.6219	\$2,563.7030			BiWeekly
Utilities Maintenance Worker III (Sewer)	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400			Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492			BiWeekly
Utilities Maintenance Worker III (Water)	46	GS	\$4,804.0639	\$5,044.2718	\$5,296.4868	\$5,561.3138	\$5,839.3714	\$6,131.3400			Monthly
			\$2,217.2603	\$2,328.1255	\$2,444.5324	\$2,566.7602	\$2,695.0945	\$2,829.8492			BiWeekly
Utilities Maintenance Worker IV (Sewer)	50	GS	\$5,302.7928	\$5,567.9291	\$5,846.3229	\$6,138.6464	\$6,445.5720	\$6,767.8506			Monthly
			\$2,447.4428	\$2,569.8134	\$2,698.3029	\$2,833.2214	\$2,974.8794	\$3,123.6234			BiWeekly
Utilities Maintenance Worker IV (Water)	50	GS	\$5,302.7928	\$5,567.9291	\$5,846.3229	\$6,138.6464	\$6,445.5720	\$6,767.8506			Monthly
			\$2,447.4428	\$2,569.8134	\$2,698.3029	\$2,833.2214	\$2,974.8794	\$3,123.6234			BiWeekly
Wastewater Systems Administrator	141	MM	\$10,185.1696	\$10,694.4145	\$11,229.1417	\$11,790.6053	\$12,380.1368	\$12,999.1437			Monthly
			\$4,700.8475	\$4,935.8836	\$5,182.6808	\$5,441.8178	\$5,713.9093	\$5,999.6048			BiWeekly
Water Pollution Control Facility Superintendent	141	MM	\$10,185.1696	\$10,694.4145	\$11,229.1417	\$11,790.6053	\$12,380.1368	\$12,999.1437			Monthly
			\$4,700.8475	\$4,935.8836	\$5,182.6808	\$5,441.8178	\$5,713.9093	\$5,999.6048			BiWeekly
Water Pollution Control O-I-T	40	GS	\$4,142.5342	\$4,349.6656	\$4,567.1368	\$4,795.4990	\$5,035.2767	\$5,287.0405			Monthly
			\$1,911.9389	\$2,007.5380	\$2,107.9093	\$2,213.3072	\$2,323.9738	\$2,440.1725			BiWeekly
Water Pollution Control Operator I	51	GS	\$5,435.3677	\$5,707.1327	\$5,992.4914	\$6,292.1159	\$6,606.7190	\$6,937.0550			Monthly
			\$2,508.6312	\$2,634.0613	\$2,765.7652	\$2,904.0535	\$3,049.2549	\$3,201.7177			BiWeekly
Water Pollution Control Operator II	55	GS	\$5,999.6176	\$6,299.6052	\$6,614.5848	\$6,945.3093	\$7,292.5721	\$7,657.2007			Monthly
			\$2,769.0543	\$2,907.5101	\$3,052.8853	\$3,205.5274	\$3,365.8025	\$3,534.0926			BiWeekly
Water Pollution Control Operator III	59	GS	\$6,622.4640	\$6,953.5784	\$7,301.2580	\$7,666.3230	\$8,049.6472	\$8,452.1295			Monthly
			\$3,056.5218	\$3,209.3439	\$3,369.8114	\$3,538.3029	\$3,715.2218	\$3,900.9829			BiWeekly
Water Pollution Control Operator IV	63	GS	\$7,309.9574	\$7,675.4526	\$8,059.2205	\$8,462.1755	\$8,885.2856	\$9,329.5499			Monthly
			\$3,373.8265	\$3,542.5166	\$3,719.6402	\$3,905.6195	\$4,100.9011	\$4,305.9461			BiWeekly
Water Quality Specialist I	48	GS	\$5,047.2702	\$5,299.6331	\$5,564.6215	\$5,842.8539	\$6,134.9892	\$6,441.7386			Monthly
			\$2,329.5093	\$2,445.9845	\$2,568.2868	\$2,696.7018	\$2,831.5335	\$2,973.1101			BiWeekly
Water Quality Specialist II	52	GS	\$5,571.2502	\$5,849.8053	\$6,142.3036	\$6,449.4175	\$6,771.8863	\$7,110.4807			Monthly
			\$2,571.3462	\$2,699.9101	\$2,834.9094	\$2,976.6542	\$3,125.4860	\$3,281.7603			BiWeekly
Water Systems Administrator	141	MM	\$10,185.1696	\$10,694.4145	\$11,229.1417	\$11,790.6053	\$12,380.1368	\$12,999.1437			Monthly
			\$4,700.8475	\$4,935.8836	\$5,182.6808	\$5,441.8178	\$5,713.9093	\$5,999.6048			BiWeekly
Water Systems Operator I	42	GS	\$4,352.2472	\$4,569.8663	\$4,798.3495	\$5,038.2750	\$5,290.1807	\$5,554.6898			Monthly
			\$2,008.7295	\$2,109.1691	\$2,214.6228	\$2,325.3577	\$2,441.6219	\$2,563.7030			BiWeekly
Water Systems Operator II	50	GS	\$5,302.7928	\$5,567.9291	\$5,846.3229	\$6,138.6464	\$6,445.5720	\$6,767.8506			Monthly
			\$2,447.4428	\$2,569.8134	\$2,698.3029	\$2,833.2214	\$2,974.8794	\$3,123.6234			BiWeekly
Water/Wastewater Instrumental Technician	62	GS	\$7,131.6694	\$7,488.2528	\$7,862.6610	\$8,255.7993	\$8,668.5878	\$9,102.0172			Monthly
			\$3,291.5397	\$3,456.1167	\$3,628.9205	\$3,810.3689	\$4,000.8867	\$4,200.9310			BiWeekly



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.10
SUBJECT: Parks & Recreation Commission Meeting Minutes for February and March 2024

Recommendation for Action: Staff recommends that the City Council receive the February and March 2024 Parks & Recreation Commission Meeting Minutes.

Staff Contact:

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

Discussion:

The Parks & Recreation Commission has approved the minutes from the February 26 and March 25, 2024, Parks & Recreation Commission Meetings.

Conclusion:

Staff recommends that the City Council receive the February and March 2024 Parks & Recreation Commission Meeting Minutes.

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director

Attachments:

1. Parks & Recreation Commission Minutes February 26, 2024
2. Parks & Recreation Commission Minutes March 25, 2024

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission Meeting –

Monday, February 26, 2024

6:30 PM

A. CALL TO ORDER

Meeting called to order at 6:30 pm.

B. ROLL CALL

Council Members Present: Chair Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta

Absent: Commissioner Rashid Ali

Excused:

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

1. SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for January 22, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the January 22, 2024 meeting.

On a motion by Vice Chair Henry Murrieta, seconded by Commissioner Carla White-Snyder and carried unanimously on a roll call vote, Parks and Recreation Commissioners approved the Meeting Minutes for January 22, 2024.

Ayes: Chair Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta

Noes: None

Absent: Commissioner Rashid Ali

E. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Parks & Recreation Commission on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Commission and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent, if any. The Chair 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 WoodlandCSD@cityofwoodland.gov. Written Comments received at least two (2) hours prior to the scheduled start time of the Parks & Recreation Commission meeting will be provided to the Commission 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 Parks & Recreation Commission meeting and during the Commission meeting will be provided to the Parks & Recreation Commission the day following the Commission 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.

F. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

This is an opportunity for the Parks & Recreation Commission members and staff to make comments and announcements to express concerns, or to request the Commission's consideration of any items a Commission member would like to discuss at a future Commission meeting.

G. BUSINESS ITEMS

2. Standing Committee Report

- Facilities Committee
- Program & Department Evaluation
- Budget & Finance Committee
- Urban Forest Committee
- Volunteerism Committee

The Budget and Finance Committee provided an update on when they met with staff to discuss the first 6 months of the fiscal year. The Urban Forestry Committee positively commented on the number of work orders that have been closed recently. The Volunteerism Committee discussed upcoming opportunities to volunteer for the Community Services Department.

3. Approve Commissioner Absence Request **There was no absence requests.**

H. REPORT OF THE STAFF

4. SUBJECT: Community Services Department Staff report for February 26, 2024

RECOMMENDATION FOR ACTION: The Parks & Recreation Commission receive the CSD staff reports for February 26, 2024

Verbal updates provided by the Staff.

I. NEXT MEETING

5. The next meeting of the Parks & Recreation Commission is scheduled for March 25, 2024.

J. ADJOURN

On a motion by Vice Chair Henry Murrieta, seconded by Commissioner Carla White-Snyder and carried unanimously on a roll call vote, the Parks and Recreation Commissioners adjourned the meeting at 6:52 pm.

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission Meeting –

Monday, March 25, 2024

6:30 PM

A. CALL TO ORDER

Meeting called to order at 6:30 pm.

B. ROLL CALL

Commission Members Present: Chair Magalean Martin, Commissioner Jon-Paul Valcarenghi, Vice Chair Henry Murrieta, Commissioner Carla White-Snyder

Absent:

Excused: Commissioner Rashid Ali

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

1. SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for February 26, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the February 26, 2024 meeting.

On a motion by Vice Chair Henry Murrieta, seconded by Commissioner Jon-Paul Valcarenghi and carried unanimously on a roll call vote, the Commissioners approved the Minutes for February 26, 2024 Parks & Recreation Commission meeting

Ayes: Chair Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta

Noes: None

Absent:

E. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Parks & Recreation Commission on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Commission and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent, if any. The Chair 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 WoodlandCSD@cityofwoodland.gov. Written Comments received at least two (2) hours prior to the scheduled start time of the Parks & Recreation Commission meeting will be provided to the Commission 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 Parks & Recreation Commission meeting and during the Commission meeting will be provided to the Parks & Recreation Commission the day following the Commission 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.

F. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

This is an opportunity for the Parks & Recreation Commission members and staff to make comments and announcements to express concerns, or to request the Commission's consideration of any items a Commission member would like to discuss at a future Commission meeting.

G. BUSINESS ITEMS

2. Standing Committee Report

- Facilities Committee
- Program & Department Evaluation
- Budget & Finance Committee
- Urban Forest Committee
- Volunteerism Committee

3. Approve Commissioner Absence Request

On a motion by Commissioner Jon-Paul Valcarenghi, seconded by Vice Chair Henry Murrieta and carried unanimously on a roll call vote, Commissioners approved Commissioner White-Snyder's Absence on April 22, 2024.

Ayes: Chair Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta

Noes: None

Absent:

4. Review Committee Assignments

H. REPORT OF THE STAFF

5. SUBJECT: Community Services Department Staff report for March 25, 2024

RECOMMENDATION FOR ACTION: The Parks & Recreation Commission receive the CSD staff reports for March 25, 2024

Verbal updates were provided by Staff.

I. NEXT MEETING

6. The next meeting of the Parks & Recreation Commission is scheduled for April 22, 2024.

J. ADJOURN

On a motion by Commissioner Carla White-Snyder, seconded by Vice Chair Henry Murrieta and carried unanimously on a roll call vote, Commissioners adjourned the meeting at 6:47 pm

Ayes: Chair Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta

Noes: None

Absent:



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.11
SUBJECT: Community Services Department Quarterly Status Report for the Third Quarter of FY24

Recommendation for Action: Staff recommends that the City Council receive the Community Services Department Quarterly Status Report for the Third Quarter of FY24.

Staff Contact:

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

Discussion:

This Quarterly Status Report covers the period from January through March 2024. The report presents a summary of recreation programming, events, affordable housing, the Community Development Block Grant entitlement program, and parks & recreation facilities operations and maintenance. This report also contains a narrative descriptive of major work performed and/or notable department highlights.

Conclusion:

Staff recommends that the City Council receive the Community Services Department Quarterly Status Report for the Third Quarter of FY24.

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director

Attachments:

1. CSD Quarter 3 FY24

Community Services Department Quarterly Status Report Third Quarter FY24

The following provides a summary of the Community Service Department's programs, activities, and events for the third quarter, January through March 2024.

This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document. *Participant totals (total participants and total participant hours) are the total amount of participants/hours for the entire reporting period (i.e. in most cases three months).*

Quarterly Highlights

- Approximately 26,691 participant hours were recorded for aquatics; youth, teen, and adult recreation activities and classes.
- Approximately 2,101 people attended events at the Community & Senior Center during facility rentals.
- Over 1,829 people participated in Community events such as the Polar Bear Plunge, Game On!, Valentine's Day Cookie Decorating, ReXpo and Senior Art Show, and the César Chávez Celebration.
- Approximately 11,492 participant hours were recorded for senior programs and events.

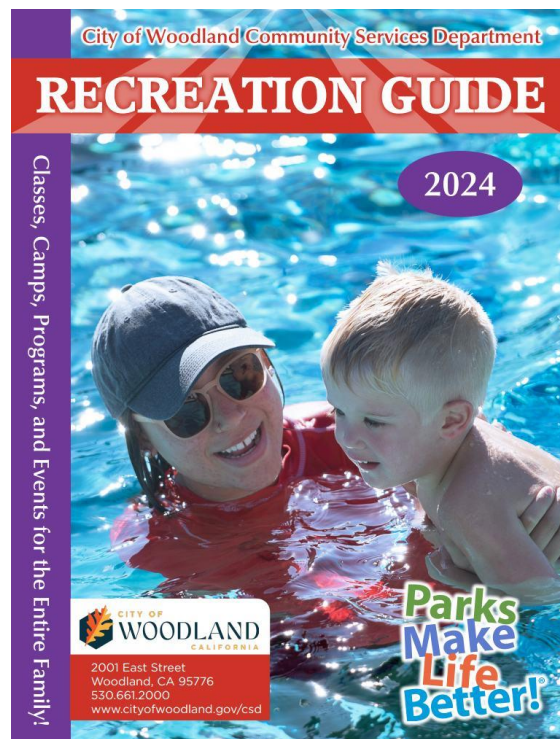


Valentine's Day Cookie Decorating, February 9

PROGRAM MARKETING & OUTREACH

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

- Direct Marketing: Staff marketed activities to current and past participants for the REXPO and Camperships, and summer hiring with flyers, digital flyers and emails, and banners.
- Direct Mailing: The Spring Summer Recreation Guide was mailed to all households with children 0-17 years old in Woodland.
- Outreach at local schools: The César Chávez Celebration and the Departmental summer hiring flyers were distributed in English and Spanish digitally via WJUSD.
- Senior Newsletter: The Senior Gram newsletter was mailed to 470 households each month and was available online at www.cityofwoodland.gov/seniors.
- Social Media: The Department utilizes Facebook and Instagram to advertise upcoming events and recreation programs.
- Rec2Go: Rec2Go provided departmental outreach at Food Truck Mania.



Spring Summer 2024 Recreation Guide

PARKS & RECREATION FACILITIES

Community & Senior Center Facility Reservations

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

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	16	21
Approximate Participants	1,087	1,014
Total Fees	\$15,446	\$28,734 (waived)

Parks and Recreation Facility Improvement Projects

Park/Recreation Facility	Projects Completed
Campbell Park	Repaired light poles.
Community Center Dog Park	Performed maintenance for drain inlets including clean out and repacked with porous material.
Community & Senior Center	Installed sharp disposal station in senior restrooms. Installed carpet in meeting room closets. Rebuilt pumps for geothermal loop (motors, bearings, sleeves, and bushings).
Community Swim Center	Removed and reconstructed the cement wall and stairs up the north hillside.
Clark Ballfield	Resealed the blacktop in area that was cut to make repairs to a waterline.
Crawford Park	Removed and replaced walkway light pole light.
Ferns Park	Cleaned up trees and limbs down from winter storms.
Freeman Park	Planted rose plants around the east side of the Gazebo and planted California native and drought tolerant plants on the west side of the well. Installed a new drip irrigation system in the planter.
Harris Park	Cleaned up trees and limbs down from winter storms.
Legacy Grove	Poured nine pads for benches.
Pioneer Park	Installed a new clock timer for walkway lights.
Slaven Park	Replumbed the drinking fountain and replaced the air pump at the bike station. Repaired damaged tables and benches in the picnic shelters. Installed two pads for benches at the dog activity area.
Sports Park	Replumbed urinals and replaced the hand dryers.
Woodside Park	Repaired the missing and rotted wood expansion joints in the sidewalk.
Other City Locations	Projects Completed
Regional Park	Constructed ten benches and installed along the path at the park.

RECREATION ACTIVITIES – Special Events

Community Special Events are generally activities/events open to the public during a one-day event.

Event	Date	Total Participants	Fees Collected
Polar Bear Plunge*	Jan. 1	63	\$325
MLK Youth Essay Writing Contest	For Jan. 15 event	19 entries	\$0

Game On!*	Jan. 26	113	\$565
Woodland Writes*	Jan. 26-Feb 13	731 letters	\$0
Valentine's Day Cookie Decorating*	Feb. 9	154	\$210
ReXpo and Senior Art Show	March 15	450	\$0
You've Been Egged*	March 22-30	24	\$575
César Chávez Celebration	March 28	275	\$0
Total Participants		1,829	\$1,675

*Event funded by Measure R



César Chávez Celebration on March 28

RECREATION ACTIVITIES - Aquatics

All aquatic programs are held at the Charles Brooks Community Swim Center. During the winter months, the primary programming at the pool is lap swim, water aerobics, and the use of the pool by the Woodland Swim Team and the Woodland Joint Unified School District for Woodland and Pioneer High Schools.

Aquatics Program	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
Lap Swim & Water Aerobics	6,103	6,103	\$967
Lifeguard Training	17	680	\$1,480
Woodland Swim Team	n/a	n/a	\$5,730
WJUSD (WHS & PHS)	n/a	n/a	\$0
Total	6,120	6,783	\$8,177

Pool Scheduling & Reservations

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

Woodland Swim Team

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

RECREATION ACTIVITIES - Youth & Teen Recreation

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

Youth Recreation Program	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
After School Teen Pack*	1,315	3,270	Free Program
Rec2Go*	111	111	Free Program
Youth Basketball League	294	5,880	\$32,988
Total	1,720	9,261	\$32,988

*Program funded by Measure R

RECREATION ACTIVITIES - Contract Classes

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

Contract Class	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)	Total Expense (3 months)	Net Revenue (3 months)
Art with Stephanie	31	224	\$2,843	\$1,976	\$867
Boxing Youth	138	1,380	\$2,073	\$3,720	-\$1,647
Boxing Adult	69	690	\$1,698	\$4,800	-\$3,102
Cello Tennis Academy	212	965	\$12,170	\$10,699	\$1,471
530 Cheer Academy	6	96	\$620	\$420	\$200
Country Line Dance	338	507	\$2,028	\$1,420	\$608
Cuban Salsa	54	216	\$1,871	\$1,246	\$625
Dance Fitness & Tai Chi	94	376	\$4,272	\$2,842	\$1,430
Meditation	5	20	\$231	\$162	\$69
Pilates	32	288	\$1,102	\$739	\$363
Rock Steady Boxing	40	560	\$1,320	\$650	\$670
Scottish Country Dance	20	280	\$666	\$448	\$218
Socceroo	31	138	\$3,654	\$2,499	\$1,155
Writing Life Stories	5	100	\$125	\$88	\$37
Yoga	38	272	\$1,335	\$926	\$408
Total	1,113	6,112	\$36,008	\$32,635	\$3,372

RECREATION ACTIVITIES - Adult Sports

Adult sports activities are offered through the City. Activities include drop-in sports as well as organized softball, volleyball, and basketball leagues. Drop-in basketball (open gym) numbers are not reported, however, participation for the other programs is listed below.

Drop In Programs

Program	Total Sign-Ins	Participant Hours	Fees Collected
Badminton	904	2,712	Free
Pickleball	561	1,823	Free
Total	1,465	4,535	\$0

RECREATION ACTIVITIES – Senior Activities

Programs at the Woodland Senior Center include art classes; exercise classes; games; leisure programs and activities; education resources; support groups, and special events resulting in a total of 11,492 participant hours during the third quarter.

Senior Programs

Programs	Total Sign-Ins	Participant Hours	Fees Collected
Art Classes	434	1,278	Free Programs
Exercise Classes	2,185	1,893	Free Programs
Games	1,131	3,592	Free Programs
General Programs	2,243	3,724	Free Programs
Support Groups	135	270	Free Programs
Total	6,128	10,757	\$0

Senior Events

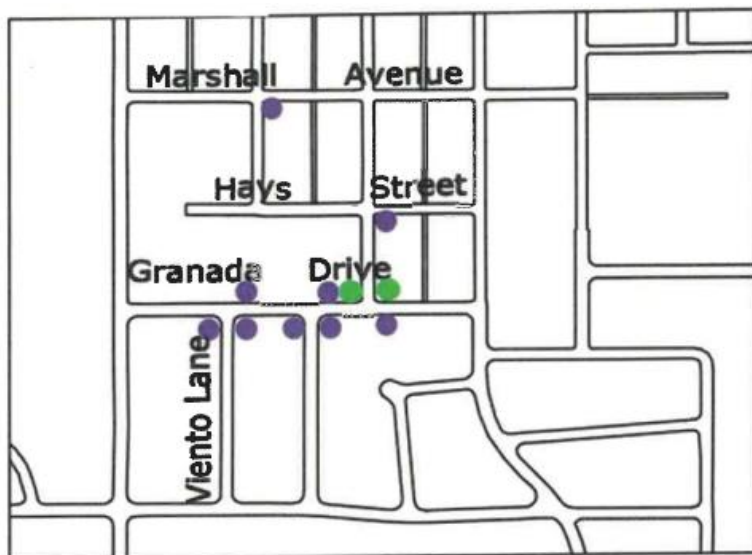
Events	Date	Participants	Participant Hours	Fee Collected
Dinner and a Movie	February 8	90	360	Free Program
Hand & Foot Card Party	March 23	75	375	Free Program
Total		165	735	\$0

Grants and Housing

In addition to implementing recreation and senior programs, the Community Services Department also implements the Community Development Block Grant Entitlement program, grants for non-profit organizations, and affordable housing programs. The highlights of these programs for the third quarter of Fiscal Year 2024 are provided below.

CDBG Activities

City of Woodland, ADA Accessibility Project – The project went out to bid in late April 2024 and construction is set to begin in May 2024. Nine ADA-compliant curb ramps will be upgraded in the ADA priority route.



Legal Services of Northern California, Fair Housing Services – LSNC hosted their 2024 Annual Fair Housing Conference on April 18, 2024 at the Yolo County Housing Authority. The conference is designed for local housing providers and the general public. Topics include disability discrimination, protections for survivors of domestic violence, protections for applications with criminal backgrounds, and other useful legal housing topics.

Other Projects

New Walter's House Substance Use Disorder Treatment Facility

Construction of the new Walter's House facility is underway and anticipated completion in late spring/early summer. The move to the East Beamer Way campus is the third phase in the overall project and will provide for an increase in the number of beds, from 44 beds at the current location to 60 beds at the East Beamer Way Campus. The facility is primarily funded through the California Department of Health Care Services' (DHCS) Behavioral Health Continuum Infrastructure Program (BHCIP) (\$12.5 million).

Vista del Robles Affordable Housing Project Phase I & Phase II

Phase 1: Chelsea Development Corporation broke ground on its 72-unit affordable housing project in April 2022 with loan assistance from the City of Woodland. Rental rates are restricted to low-income households earning between 30 and 60 percent of the median household income, adjusted for household size. The housing development is being constructed at the corner of West Main Street and Ashley Avenue. A ribbon cutting was recently held.

Phase 2: The second phase of the project will include the construction 96 affordable units. Rental rates will also be restricted to low-income households earning between 30 and 60 percent of the median household income, adjusted for household size. The second phase will also include 20+ units for developmentally disabled individuals. The developer is currently pursuing funding for Phase 2.

The overall project will accept Project Based Vouchers and 15% of the total units will be constructed as accessible units. All the units on the first floors of Phase 1 and 2 are adaptable and can be converted to

accessible units. All units of the project are restricted for low-income households earning between 30 and 60 percent of the median household income for Yolo County.

Participant Hours Calculation

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

Participant Hours (PH) is calculated by:

- Drop-In Programs: 1 Class meeting (in hours) x Total sign ins
Examples include Water Aerobics & Lap Swim, Badminton
- Classes/Camps/Leagues: Total unique participants x total class time (in hours)
Examples include Swim Lessons, Mad Science
- Individual Entry: Each class meeting (in hours) x Total in attendance (adding each day)
Examples include Teens Helping Seniors, Teen Pack
- Event: Total Attendants x Average Time
Examples include ReXpo, 4th of July, Rec2Go visits

Participant hours and participants in this report are listed for the three-month reporting period; therefore if 100 participants are listed, the 100 refers to the total participants for the three-month period and could double or triple count the same participants if they participated each month (i.e. drop in volleyball).



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.12
SUBJECT: Consultant Agreement for Construction Management and Inspection Services for Improvements Associated with Ruby Estates Subdivision Improvements

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving a consultant services agreement for construction management and inspection with Associated Engineering Consultants(AEC) in the amount of \$235,720 for the Ruby Estates Subdivision Improvements; and authorize the City Manager to execute the agreement and amendments up to 15% (\$35,358) of the agreement.

Staff Contact:

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

Fiscal Impact:

Construction management and inspection of the Ruby Estates Subdivision Improvements are funded entirely by the developer through a developer deposit account set up for the purpose of paying the City's costs to inspect the required public improvements.

There is no impact on the general fund.

Background:

On July 19th 2022, the City Council approved the Ruby Estates Tentative Subdivision Map No. 5221. The improvement plans for the Ruby Estates Subdivision Improvements are complete and construction is ready to begin. The Ruby Estates improvements will build 87 homes.

Discussion:

The construction of the Ruby Estates Subdivision Improvement project includes improvements that will be city-owned once completed. In addition, there are some privately owned improvements that will be maintained by the homeowners' association. As such, the City is required to provide construction management and inspection for this project. The recommended action to execute a consultant agreement will provide these construction services.

Lennar Homes has informed the City that they plan to start construction in May and the City needs to have contracts executed in advance of the start of work.

AEC is currently included on the City's list of firms pre-qualified to provide Construction Management and Inspection Services. After a review of the listed firms and the experience of each providing similar services, it was determined that AEC was the most qualified to perform these services for the City at this time.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, approving a consultant services agreement for construction management and inspection with Associated Engineering Consultants(AEC) in the amount of \$235,720 for the Ruby Estates Subdivision Improvements; and

authorize the City Manager to execute the agreement and amendments up to 15% (\$35,358) of the agreement.

Prepared by: Miguel Chavez, Sr. Construction Project Manager

Reviewed by: Ed Wisniewski, Principal Civil Engineer
Brent Meyer, Community Development Director / City Engineer

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

Ken Hiatt
City Manager

Attachments:

1. Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO APPROVE
AN AGREEMENT WITH ASSOCIATED ENGINEERING CONSULTANTS, INC. FOR
CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES**

WHEREAS, On July 19th 2022, the City Council approved the Ruby Estates Tentative Subdivision Map No. 5221; and

WHEREAS, the Ruby Estates Subdivision Improvements are ready for construction; and

WHEREAS, the City desires to have the construction management and inspection of these improvements performed by an experienced consultant selected by a qualification based selection process; and

WHEREAS, the City Council wishes to approve the Agreement and authorize its execution through the adoption of this Resolution.

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

Section 1. The City Council hereby approves the consultant services agreement with Associated Engineering Consultants and authorizes and directs the City Manager to execute the agreements in the amount of \$235,720.00 for the Ruby Estates Subdivision Improvements and amendments as necessary up to 15%(\$35,358) of the agreement amounts, subject to City Attorney approval.

Section 2. The City Attorney is hereby authorized to make clarifying and confirming changes so long as the total dollar amount authorized in the Agreement does not change.

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

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 7th day of May, 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: May 7, 2024
ITEM #: H.13
SUBJECT: Creation of New Capital Improvement Project, the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12, appropriate funding, and approve Design Agreement with West Yost, for the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____ to (1) Create a Capital Improvement Project the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12; (2) Appropriate \$500,000 from the WPCF Asset Replacement Project, CIP 14-02; and (3) Authorize the City Manager to execute a consultant agreement with West Yost, in the amount of \$352,930 for design of the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12 and authorize a contingency of up to 10% (\$35,293).

Staff Contact:

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

Fiscal Impact:

Funding for the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12, (hereafter "Project") is included in the Capital Improvement Program budget approval on June 20, 2023 as part of the WPCF Asset Replacement Project, CIP 14-02. The CIP 14-02 budget includes funding for planned replacement and rehabilitation of assets at the Water Pollution Control Facility (WPCF). The design contract in the amount of \$352,930 with West Yost and the contract contingency in the amount of \$35,293 are fully funded through CIP 24-12.

Staff estimates the total project cost will be in the range of \$3 million and \$4 million. The detailed design will inform the construction cost estimate. The 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 WPCF Asset Replacement Project, CIP 14-02 or included in the next sewer rate study. Authorization to Bid and Construction Contract Award will be presented to Council for approval at a future date.

There is no impact to the General Fund.

Background:

City staff is continually reviewing the status of the City's Water Pollution Control Facility. Repair and replacement of WPCF components is based on information obtained from periodic assessments of the WPCF. The WPCF operates two grit chambers and has no backup system. The current grit system was brought online in 2006 and has reached the end of its useful life. The grit system removes large and heavy particles that are not treated in the biological processes. Instead, they would damage pipes and become sediment in downstream treatment processes. Several components of both grit chambers are needing replacement. Another factor is the unavailability of certain repair parts for the equipment. Properly operating grit classifiers are necessary for operation of the WPCF.

The City's WPCF has a total of four (4) headworks pumps to pump raw sewage into the facility for treatment. Pumps #1, #2, and #3 are the same size and #4 is a larger pump. Pump #4 is reserved for high flows as it is too large to operate under dry weather and average flow rates given current operating needs. Pumps #1 and #2 have experienced cracking in the steel drive shaft and both are inoperable. Pump #3 has some minor cracking in the drive shaft, but remains in operation. The facility can operate during normal operations with just one (1) headworks pump but requires two (2) for higher demands or if a pump fails or is down for maintenance. Pump #2 will be replaced in kind as part of a separate effort. The 2024 WPCF Master Plan identified the opportunity to replace Pump #1 with submersible pumps instead of a screw pump. This project will replace Pump #1 with submersible pumps and include associated piping and electrical work. Submersible pumps have some operational limitations that screw pumps do not have, but are significantly less expensive to replace after the initial construction. The construction to replace a screw pump with submersibles is also expected to be less expensive than replacing a screw pump. Given the lack of experience with submersible pumps at the WPCF headworks and the need to pump variable flow rates Pump #2 will be replaced in kind as part of a separate effort and only one of the screw pumps is being replaced with submersible pumps at this time. If successful, the Pump #3 would eventually also be replaced with submersible pumps.

Both the grit system and headworks screw pumps handle raw sewage. The raw sewage is corrosive and generally limits equipment operational life to less than 20 years. The project was planned as part of the 2024 WPCF Master Planning effort and is included in the Asset Replacement Program.

Discussion:

The grit system work generally includes the replacement of several mechanical components including pumps, blowers, valves, and also replacement of a buried pipe. Major structural work is not anticipated, however, minor structural work is needed for one of the new grit classifiers. The replacement of a headworks screw pump with submersible pumps is needed due to the failure of the existing screw pumps and will ultimately be a cost savings measure as replacement of submersible pumps is significantly less expensive when compared with screw pumps.

This project was planned as part of the WPCF Master Plan and is necessary for continued operation of the WPCF. The headworks pumps and grit system are in continuous operation and operate in a corrosive environment, which limits the service life of this type of equipment. The design work is expected to be completed at the end of 2024 with bidding in spring of 2025. Due to expected long lead times for equipment, construction is expected in late 2025 and 2026.

West Yost 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 West Yost 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.
- Public Improvement Plans, which includes drafting improvement plans for the rehabilitation work for the grit system and headworks screw pump replacement with submersible pumps. This 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 WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12; (2)

Appropriate \$500,000 from the WPCF Asset Replacement Project, CIP 14-02; and (3) Authorize the City Manager to execute a consultant agreement with West Yost, in the amount of \$352,930 for design of the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12 and authorize a contingency of up to 10% (\$35,293).

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

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



Ken Hiatt
City Manager

Attachments:

1. Resolution
2. Woodland WPCF Influent Pumps Grit Improvements Project LP_Cover Letter Final

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
CREATING THE NEW CAPITAL IMPROVEMENT PROJECT, THE GRIT SYSTEM
AND SCREW PUMP REHABILITATION PROJECT, CIP 24-12, APPROPRIATING
PROJECT FUNDS AND APPROVING A DESIGN AGREEMENT WITH WEST YOST,
FOR ENGINEERING CONSULTING SERVICES FOR THE GRIT SYSTEM AND
SCREW PUMP REHABILITATION PROJECT, CIP 24-12**

WHEREAS, the City Council wishes to create the Capital Improvement Project for the Grit System and Screw Pump Rehabilitation Project, CIP 24-12 through the adoption of this Resolution; and

WHEREAS, the City Council wishes to appropriate \$500,000 in funds from the WPCF Asset Replacement Project, CIP 14-02 through the adoption of this Resolution; and

WHEREAS, the City wishes to enter into a Design Agreement with West Yost, for the Grit System and Screw Pump Rehabilitation Project, CIP 24-12, for an amount of \$352,930 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 (\$35,293); 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 Grit System and Screw Pump Rehabilitation Project, CIP 24-12.

Section 2. The City Council hereby appropriates \$500,000 funds from the WPCF Asset Replacement Project, CIP 14-02 to the project.

Section 4. The City Council hereby approves the Design Agreement with West Yost in the amount of \$352,930 and hereby approves a ten percent (10%) design contingency in the amount of \$35,293. 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, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

April 18, 2024

SENT VIA: EMAIL

Tim Busch
Principal Utilities Engineer
City of Woodland
855 Country Road 102
Woodland, CA 95776

SUBJECT: Proposal for Engineering Services for the City of Woodland to Perform Design of Influent Pump Station and Grit Removal Facility Improvements for the Water Pollution Control Facility

Dear Tim:

We are pleased to submit this letter proposal outlining our proposed scope of services, budget, and schedule for providing engineering services related to the City of Woodland Water Pollution Control Facility (WPCF) Influent Pump Station and Grit Removal Facility Improvements project (Project).

PROJECT BACKGROUND & OVERVIEW

In March 2024, the City of Woodland (City) evaluated several alternatives for improving the influent pump station and grit removal facility at the WPCF. The results of this evaluation are summarized in Technical Memorandum (TM) 13 dated March 4, 2024. West Yost met with City staff on March 13, 2024 to discuss the information included in TM 13 and perform a site walk to evaluate existing conditions. During this meeting, the City indicated that they would like to implement the following improvements:

- Replace Screw Pump #2 with a new pump.
- Remove Screw Pump #1.
- Install two submersible pumps with provisions for a future third pump in the existing influent pump station wet pit to provide a capacity of approximately 5 mgd.
- Replace the three existing grit pumps.
- Replace the two existing grit basin blowers.
- Replace the two existing grit cyclones and classifiers.
- Replace the grit pump suction and discharge piping, valves, and appurtenances.

The following assumptions regarding the scope of the proposed improvements were also discussed with the City at the March 13th meeting. These items will be confirmed during the initial stages of the Project:

- The City is replacing Screw Pump #2 and removing Screw Pump #1 under a separate project. That work will not be included in the construction documents prepared under this Project.
- The new submersible pumps are assumed to have the following characteristics:
 - The pumps will be approximately 35-hp pumps.
 - The pumps will be installed on the west wall of the existing wet pit in the space where Screw Pump #1 is currently located.
 - The pumps will be installed on the existing concrete floor and no additional baffles or sumps will be required for proper installation or operation of the pumps.
 - New pump guide rails will be installed on the existing walls of the wet pit.
 - The new pumps will discharge to the existing screw pump discharge channel. New piping, valving, and appurtenances will be installed to convey flow to this channel.
- No major structural modifications of the wet pit will be required to install the new pumps.
- The three existing grit pumps and two existing grit blowers will be installed in kind.
- The two new grit cyclones and classifiers will match the configuration and capacity of the larger of the two existing pieces of equipment.
- A new metal platform will be installed to extend the roof of the existing grit blower room to create space for one of the new grit classifiers.
- The existing motor control centers (MCCs) and control panels serving the existing influent pump station and grit removal facility have adequate capacity to serve the new and replacement equipment proposed under this project.
- The following electrical, instrumentation, and control improvements will be performed to support the equipment improvements:
 - New power and control wiring will be installed between the existing MCCs and control panels and the new equipment.
 - New conduit will be installed for new equipment, but existing conduit will be re-used for existing equipment.
 - New motor starters and drives will be installed for new equipment.
 - Control panel modifications will be required to support new equipment.
 - New local control stations will be provided for new equipment.

SCOPE OF WORK

West Yost proposes to execute the Project under the following tasks:

- Task 1. Project Management
- Task 2. Design Verification
- Task 3. Detailed Design
- Task 4. Bid Phase Services

Each of the proposed tasks are described in further detail in the following sections.

Task 1. Project Management

The West Yost team will provide the following services under this task:

- Overall management of project scope, schedule, and budget
- Coordination and management of West Yost staff and subconsultants
- Oversight of West Yost quality assurance and quality control procedures
- Participate in bi-weekly progress check-in calls between West Yost and City Project Managers which will be approximately 30 minutes in length and conducted virtually.
- Preparation of monthly progress reports and invoices

Task 1 Deliverables

- Progress reports & invoices – One (1) electronic copy per month.

Task 2. Design Verification

This task will include the subtasks described below.

Task 2.1. Review Background Information

West Yost will review relevant background information including as-built drawings, shop submittals, operation and maintenance (O&M) manuals, and previous reports under this task.

Task 2.2. Review Design Intent

West Yost will conduct an in-person workshop with City staff to discuss and confirm the following:

- Team introduction
- Project scope & schedule
- Communication protocols
- Scope of proposed improvements
- Proposed equipment layouts
- Preferences for equipment types and models
- Equipment control strategies
- Construction constraints
- Review information needs

The meeting will be approximately two hours in length, will be conducted in-person at City facilities, and will be attended by up to three (3) West Yost team members. The West Yost team will prepare an agenda, presentation materials, and minutes for the meeting. As part of the meeting, the West Yost team will also perform a site walk of the existing facilities.

Task 2 Deliverables

- Meeting agenda, presentation materials, and minutes – One (1) electronic copy per meeting

Task 3. Detailed Design

This task will include the subtasks described below.

Task 3.1. 60% Design Submittal

West Yost will prepare a 60% design submittal under this task which will include:

- Drawings – The sheet list provided in the following section indicates which drawings will be included in each submittal.
- Specifications – West Yost will provide a draft table of contents for the Project Specifications
- Class 4 Opinion of Probable Construction Cost Estimate (OPCC)
- Preliminary Construction Schedule

Task 3.2. 60% Review Meeting

West Yost will conduct a review meeting after submission of the 60% Submittal to discuss the contents of the submittal and the City's comments. The meeting will be approximately two hours in length, will be conducted in-person at City facilities, and will be attended by up to two (2) West Yost team members. The West Yost team will prepare an agenda, presentation materials, and minutes for the meeting.

Task 3.3. 90% Design Submittal

West Yost will prepare a 90% design submittal under this task which will include:

- Drawings – The sheet list provided in the following section indicates which drawings will be included in each submittal.
- Div 00 Specifications – Div 00 specifications are assumed to be provided by the City. West Yost will update the Div 00 project specifications with project specific information including bid schedule, qualification requirements, project duration, and liquidated damages. No major edits will be required to Div 00 specifications.
- Div 01 and Technical Specifications – West Yost will provide draft copies of all specifications.
- Class 3 OPCC
- Updated Construction Schedule
- Review comment log with response to all District comments on the 60% Submittal.

Task 3.4. 90% Review Meeting

West Yost will conduct a review meeting after submission of the 90% Submittal to discuss the contents of the submittal and the City's comments. The meeting will be approximately two hours in length, will be conducted in-person at City facilities, and will be attended by up to two (2) West Yost team members. The West Yost team will prepare an agenda, presentation materials, and minutes for the meeting.

Task 3.5. Final Design Submittal

West Yost will prepare a 100% design submittal under this task which will include:

- Drawings – The sheet list provided in the following section indicates which drawings will be included in each submittal.
- Div 00, Div 01, and Technical Specifications
- Review comment log with response to all District comments on the 90% Submittal.

Task 3 Deliverables

- 60%, 90%, and Final Design Submittals – One (1) electronic copy of drawings, specifications, and OPCCs in pdf or Word format. West Yost can also provide AutoCAD files for drawings.
- Review Comment Logs – One (1) electronic copy per submittal
- Meeting agenda, presentation materials, and minutes – One (1) electronic copy per meeting

Task 4. Bid Phase Services

West Yost team members will provide bid period services under the following subtasks.

Task 4.1. Pre-Bid Meeting

The West Yost Project Manager will attend and participate in the pre-bid meeting. District staff will prepare the meeting agenda, presentation materials, and minutes. West Yost will provide comments on the draft minutes.

Task 4.2. Respond to Bidder Questions

West Yost will assist with responding to bidder questions during the bid period. West Yost has assumed that there will be two sets of bidder questions with 4 – 8 questions in each set and has budgeted approximately 16 engineering hours for this subtask.

Task 4.3. Prepare Bid Addenda

West Yost will prepare revised drawings, prepare revised specifications, and issue addenda, as needed, during the bid period. West Yost has assumed that up to two addenda will need to be prepared and has budgeted 28 engineering hours for this subtask.

Task 4.4. Bid Evaluation

West Yost will review bids to check for overall completeness, review qualifications information, review notable exceptions or exclusions, and perform math checks on tallying of unit price bid items and/or other subtotal.

Task 4.5. Prepare Conformed Documents

West Yost will prepare conformed documents which will include all revisions made during the bid period.

Task 4 Deliverables

- Responses to Bidder Questions – One (1) electronic copy per response
- Addenda – One (1) electronic copy per addenda
- Conformed Documents – One (1) electronic copy

Sheet List

Table 1 below summarizes the sheets West Yost anticipates will be included in each of the design submittals.

Table 1. Anticipated Sheet List					
Dwg No.	Sheet No.	Sheet Title	60% Submittal	90% Submittal	Final Submittal
General					
1	G-001	Project Title, Vicinity Map, Location Map	X	X	X
2	G-002	General & Civil Notes, Symbols, Abbreviations	X	X	X
3	G-003	Design Criteria & Process Flow Diagram	X	X	X
4	G-004	Site Plan, Access Routes, Staging, Bypass Pumping	X	X	X
Demolition					
5	D-001	Demolition Plan	X	X	X
6	D-002	Demolition Sections & Details 1		X	X
7	D-003	Demolition Sections & Details 2		X	X
Structural					
8	SG-001	Structural Notes, Symbols, Abbreviations	X	X	X
9	S-101	Influent Pump Station Plan, Section, & Details	X	X	X
10	S-201	Grit Pump Area - Plan	X	X	X
11	S-202	Grit Pump Area - Sections & Details		X	X
12	S-301	Grit Classifier Area - Plan	X	X	X
13	S-302	Grit Classifier Area - Sections & Details	X	X	X
14	SD-001	Structural Details 1		X	X
Mechanical					
15	MG-001	Mechanical Notes, Symbols, Abbreviations	X	X	X
16	M-101	Influent Pump Station Plan	X	X	X
17	M-102	Influent Pump Station - Sections & Details	X	X	X
18	M-201	Grit Pump Area - Plan	X	X	X
19	M-202	Grit Pump Area - Sections & Details	X	X	X
20	M-301	Grit Classifier Area - Plan	X	X	X
21	M-302	Grit Classifier Area - Sections & Details	X	X	X
22	M-401	Grit Blower Area - Plan	X	X	X
23	M-402	Grit Blower Area - Sections & Details	X	X	X
24	MD-001	Mechanical Details 1		X	X
25	MD-002	Mechanical Details 2		X	X
Electrical					
26	EG-001	Electrical Notes, Symbols, and Abbreviations	X	X	X
27	E-001	Existing MCC One-Line Diagram	X	X	X
28	E-002	Modified MCC One-Line Diagram	X	X	X
29	E-010	MCC Elevation		X	X

Table 1. Anticipated Sheet List					
Dwg No.	Sheet No.	Sheet Title	60% Submittal	90% Submittal	Final Submittal
30	E-011	PLC Panel Elevation		X	X
31	E-020	PLC Elementary Diagram		X	X
32	E-021	Full Speed Elementary Diagram		X	X
33	E-022	Soft Start Elementary Diagram		X	X
34	E-023	Miscellaneous Elementary Diagram		X	X
35	E-024	Example Interconnect Diagram		X	X
36	E-031	Electrical Overall Site Plan		X	X
37	E-032	Electrical Building Plan		X	X
38	E-033	Influent Pump Station Plan		X	X
39	E-034	Grit Pump & Classifier Plan		X	X
40	E-035	Grit Blower Room Plan		X	X
41	ED-001	Electrical Construction Details 1		X	X
42	ED-002	Electrical Construction Details 2		X	X
Instrumentation					
43	IG-001	Instrumentation Notes, Symbols, and Abbreviations	X	X	X
44	I-101	Influent Pump Station P&ID	X	X	X
45	I-201	Grit Pump P&ID	X	X	X
46	I-301	Grit Cyclone & Classifiers P&ID	X	X	X
47	I-401	Grit Blower P&ID	X	X	X

Additional Assumptions and Exclusions

The scope of work and proposed fee included in this proposal is based on the following assumptions:

- City will provide relevant background information within two (2) weeks of providing a Notice to Proceed
- Project drawings will be prepared in AutoCAD 2D format.
- Drawings of existing facilities will be provided in AutoCAD format by the City.
- Specifications will be prepared using the 6-digit CSI numbering system in Microsoft Word format.
- OPCCs will be in accordance with AACE rating systems.
- The City's review period for all deliverables will be two weeks.
- There will be one round of review per submittal.
- Review comments will be consolidated into one list of comments.
- Budget allocations can be adjusted between tasks as needed provided the total Project budget is not exceeded.
- The City will obtain and pay fees for all necessary permits required for construction.
- A detailed review by the building department will not be required.

- Title 24 compliance will not be required.

The following are excluded from the scope of work and proposed fee:

- Landscaping, irrigation, architectural, HVAC, plumbing, odor control, fire protection, camera surveillance design, or other security improvements are not required, and therefore, not included in this proposal.
- Surveying and geotechnical explorations are not included.
- Utility locating and potholing are not included.
- A hazardous materials survey for lead, asbestos, PCBs, mercury, etc. is not included.
- Programming, funding, and financing services are not included.

ADDITIONAL OPTIONAL SERVICES

West Yost is available and qualified to provide engineering services during construction, construction management, and construction inspection for the Project. These services may be added to the scope and budget for this Project at the City's discretion.

PROJECT BUDGET

West Yost's proposed level of effort and budget for each of the tasks described above is shown in Table 2. A more detailed breakdown of the level of effort and proposed budget is included in Attachment A. West Yost will perform the scope of services described above on a time-and-expenses basis, at the billing rates set forth in West Yost's in Attachment A 2024 Billing Rate Schedule, with a not-to-exceed budget of \$352,930.00. Any additional services not included in this scope of services will be performed only after receiving written authorization and a corresponding budget augmentation.

Table 2. Example Table of Estimated Project Hours and Budget		
Task	Level of Effort, hours	Estimated Budget, dollars
Task 1. Project Management	84	\$25,180
Task 2. Design Verification	108	\$34,767
Task 3. Detailed Design	888	\$271,473
Task 4. Bid Phase Services	72	\$21,510
Total Project Hours and Budget	1,152	\$352,930

SCHEDULE

West Yost's proposed schedule for the Project is summarized in Table 3 on the following page. The schedule shown in Table 3 is based on the assumption that a Notice to Proceed will be issued by May 9, 2024.

Table 3. Project Schedule	
Milestone	Date
Notice to Proceed	May 31, 2024
Design Verification Workshop	July 30, 2024
65% Submittal	September 13, 2024
90% Submittal	November 8, 2024
Final Submittal	December 20, 2024
Pre-Bid Meeting	January 21, 2025
Bid Opening	February 14, 2025

Thank you for providing West Yost the opportunity to be of continued service to the City of Woodland. We look forward to working with you on this important project. Please call if you have any questions or require additional information.

Sincerely,
WEST YOST



Bill Schilling, PE
Wastewater Practice Area Lead
RCE #75959



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.14
SUBJECT: Second Reading and Adoption of an Ordinance
Revising Sections within Chapter 8.20, "Fire
Prevention and Emergency Services," to Title 8 of the
Woodland Municipal Code

Recommendation for Action:

Staff recommends that the City Council adopt the revisions to sections within Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code.

Staff Contact:

Eric Zane, Fire Chief, (530) 661-5860, Eric.Zane@cityofwoodland.gov
Dallas Hyde, Deputy Chief of Police, (530) 661-7868, Dallas.Hyde@cityofwoodland.gov

Background:

The purpose of this agenda item is to present proposed changes and revisions to several City Ordinances in order to help reduce the use of illegal fireworks, as well as reduce the use of "Safe and sane" fireworks, outside of the already identified and codified time frame each year. These changes are in response to continued community concerns and a need to actively reduce the use of illegal fireworks in the community, as well as to limit the use of "Safe and sane" fireworks to the time frame around the July 4th holiday.

Discussion:

Code Amendments:

In November 2021, the Woodland City Council adopted Section 8.20.052 Host Liability of the Woodland Municipal Code. The ordinance was written to help curb the use of illegal fireworks by allowing anyone willing to report a violation of the ordinance, resulting in a \$1,000.00 fine per occurrence. Since inception, there has not been a reduction in the use of illegal fireworks in our community. The proposed revision would further clarify that the \$1,000,00 fine may be applied on a per device basis for any illegal firework activity that violates the ordinance.

Currently, "Safe and sane" fireworks are only permitted to be used beginning on June 28th and ending on July 6th. The ordinance revision will further define the hours that "Safe and Sane" fireworks are permitted to be used and sold. In addition, the proposed revisions will require all non-profits who sell "Safe and sane" fireworks, at permitted stands, to disseminate, with every sale, educational material that may be required by the city. The educational materials will be required with every sale and be printed and distributed at the non-profit's expense.

Illegal Fire Works Mitigation:

In addition to the recommended code amendments, the city will be taking the following steps in order to mitigate the use of illegal fireworks;

- Nail'em App- This is a new and improved application that will allow citizens to report the use of illegal fireworks. This application will allow the user to provide detailed information, photos and videos, and will automatically add the users geo-location. The detailed information will be

emailed to the police department, who will send a host violation to the address associated with the illegal fireworks use.

- Social Media- With combined efforts, the police and fire departments will inform our residents of the changes in the ordinance, as well as promote the use of the Nail'em App.
- Enforcement- The police department will be looking for opportunities to increase enforcement, up to and including:
 - Opening a dedicated firework complaint "hotline" that community members would call instead of calling dispatch.
 - Setting up a dedicated email where residents can provide addresses of neighbors they believe are planning to use illegal fireworks or who are currently using them.
 - Set up a "warning" process If we have received complaints about a resident setting off illegal fireworks but have not been able to catch them in the act.
 - Dedicated enforcement units are deployed using various tactics to identify offenders and subsequently given citations/make arrests.

Conclusion:

Staff recommends that the City Council adopt the revisions to sections within Chapter 8.20, "Fire Prevention and Emergency Services," to Title 8 of the Woodland Municipal Code. This is the second reading and adoption of the ordinance.

Prepared by: Trista Kennedy, Community Risk Reduction Specialist

Reviewed by: Eric Zane, Fire Chief

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. Fireworks Ordinance with revisions (1)

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING
CHAPTER 8.20 OF TITLE 8 OF THE WOODLAND MUNICIPAL CODE RELATING TO
FIREWORKS**

WHEREAS, the City of Woodland, California (“City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, the City Council desires to amend Chapter 8.20 of the Woodland Municipal Code relating to Fireworks; and

WHEREAS, the City last updated it’s fireworks ordinance in November 2021; and

WHEREAS, the November 2021 updates were intended to curb the use of illegal fireworks within the City, including through the use of reporting, enforcement, and fines; and

WHEREAS, there has been no noticeable decrease in the use of illegal fireworks; and

WHEREAS, the City continues to receive complaints from City residents and businesses about the use of illegal fireworks throughout the year; and

WHEREAS, the current fine structure has not curbed the use of illegal fireworks in the City, in part due to the fine being applied on a “per occurrence” basis instead of on a “per device” basis; and

WHEREAS, the amended fine structure will improve the City’s ability to address illegal firework use by allowing for increased fines when necessary and appropriate; and

WHEREAS, the amendments to the Woodland Municipal Code which are enacted by the adoption of this Ordinance are described in the council agenda statement and staff report accompanying this Ordinance.

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

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Ordinance.

Section 2. Amendments to Chapter 8.20 of Title 8 of the Woodland Municipal Code is hereby amended as follow:

Section 8.20.046 is replaced in its entirety as follows:

§ 8.20.046 "Safe and sane" fireworks—Exception.

It shall not be unlawful to possess, sell, use, display or discharge within the City those fireworks as are defined and classified as "Safe and sane" fireworks in Health and Safety Code Section 12500 et seq., during the period beginning at 12:00 noon on the 28th day of June and ending at ~~11:00pm on the 5th~~~~12:00 noon on the 6th~~ day of July each year. Usage of fireworks may only be used between the hours of 7:00am and 11:00pm between the 28th of June and July 5th. Usage of fireworks outside of the permitted timeframe will constitute a violation of the ordinance and is subject to fines established within section 8.20.052 (Host Ordinance).

It shall be unlawful to discharge any Safe and sane fireworks on the dates and during the times permitted in this section when a Red Flag Warning has been issued by the National Weather Service.

Section 8.20.50 is replaced in its entirety as follows:

§ 8.20.050 Regulations specific to the sale of "safe and sane" fireworks.

- A. Sale of "Safe and Sane" Fireworks. The sale of "Safe and Sane" fireworks are subject to the provisions of Sections 12500 to 12726 of the Health and Safety Code of the State of California; Title 19 California Code of Regulations, Chapter 6; and the provisions under this section of the Woodland Municipal Code.
1. "Safe and Sane" fireworks, as defined in Section 12529 of the Health and Safety Code, may be sold within the City during the period beginning at 12:00 noon on the 28th day of June and ending at 11:00pm the 4th ~~12:00 noon on the 6th~~ day of July each year.
 2. Each and every package or carton and every individual item of unpackaged "Safe and sane" fireworks that is offered for sale at retail, shall bear the State Fire Marshal's Seal of Registration and the license or registration number of the registrant.
- B. License to Sell Fireworks. License to sell fireworks required: no person shall sell fireworks within the City either at wholesale or retail without first obtaining a license from the State Fire Marshal.
- C. Permit to Sell Fireworks. Permit to sell fireworks required:
1. No person shall sell fireworks within the City either at wholesale or retail without securing a permit from the Woodland Fire Department Community Risk Reduction Division~~Bureau of Fire Prevention~~.
 2. Each applicant for a permit shall file a written application with the Community Risk Reduction Division~~Bureau of Fire Prevention~~ showing the following information:
 - a. Name, address and telephone of applicants;
 - b. Facts establishing the applicant's status as a qualified organization under the provisions of this chapter;
 - c. Names and addresses of the officers of the applicant;
 - d. Location where the applicant proposes to sell fireworks.
 3. Each applicant shall also meet the following requirements:
 - a. Applications shall be made no later than the first Tuesday in April of each year;
 - b. Applicants shall comply with all the requirements specified in the permit application.
 4. The permit shall be posted in a conspicuous place in the temporary stand, and shall be available if requested.
- D. Permit Fee. The fee for each permit issued under the provisions of this chapter shall be in accordance with the current City of Woodland fee resolution.
- E. Liability Insurance Required. Each applicant for a permit to sell fireworks pursuant to this chapter shall have filed with the Bureau of Fire Prevention prior to the issuance of any permit a policy of public and product liability insurance with coverage of at least \$500,000.00 or \$1,000,000.00 and a policy of property damage insurance with coverage of at least \$50,000.00 or a certificate showing such amounts of insurance and naming the City of Woodland as an additional insured for the period the permit is in effect.
- F. Eligible Applicant.

1. No permit shall be issued under the terms of this section except to a nonprofit corporation or nonprofit unincorporated association physically located within the City limits whose principal purpose is youth service or youth welfare and which is currently providing at least some of the same for youth of the City of Woodland; including as illustrative of such an organization, but not limited thereto, the Girl Scouts, Boy Scouts, Babe Ruth League, Little League and the YMCA. Permit applicants renewing from the previous year and who were not physically located within the City limits will be exempt from the requirement of this subject.
2. A minimum of 90% of profits must be directly appropriated for youth activities. First-time permit applicants must submit a proposed financial statement and repeat permit applicants must provide accounting documentation from the previous year's expenditures. Failure to comply will result in denial of the permit application.
- G. Number, Term, Transferability and Scope of Authority of Fireworks Permit. The number of available permits will be limited to one per 3,000 population based on the latest Census Bureau survey available to the City of Woodland. ~~Permit applicants renewing from 1989 will be exempt from the one to 3,000 limitations.~~ New permit applications will only be accepted where an opening exists within the established guidelines. If necessary, a lottery system will be used to fill permit vacancies. Only one permit to sell fireworks pursuant to this chapter shall be issued to an eligible applicant. The permit shall be valid only during the period beginning at 12:00 noon on the 28th day of June and ending at 11:00pm on the 4th ~~12:00 noon on the 6th~~ day of July each year and no permit shall be transferable, assignable or renewable. Each permit shall provide authority for sale of "safe and sane" fireworks by applicant at the location or premises designated on the permit.
- H. Requirements for Sale of Fireworks. "Safe and sane" fireworks pursuant to this chapter shall be permitted only from within a temporary stand, and sale from any other building or structure is prohibited. Temporary stands shall be subject to the following provisions:
 1. It is unlawful to sell fireworks to anyone under the age of 18 years of age.
 2. No stand shall be located within 25 feet of any other building, nor within 100 feet of a location where gasoline or any other flammable liquids are stored or dispensed.
 3. No stand shall have a floor area in excess of 750 square feet and shall be constructed in a manner which will be safe for attendants and patrons. Stands in excess of 20 feet in length shall have two exits; any stands larger shall have an exit 20 feet between.
 4. Each stand shall have two two-and-one-half-gallon water fire extinguishers, in good working order and accessible for use at all times in case of fire.
 5. All weeds and combustible materials shall be cleared from the location of the stand for a distance of at least 30 feet.
 6. Legal "NO SMOKING" signs shall be posted on the stands.
 7. Each stand shall have at least one adult 18 years of age or older in attendance and in charge thereof when the stand is being used for the sale or dispensing of fireworks. No person under the age of 18 shall be permitted within any fireworks stand where there is the storage or sale of fireworks.
 8. All unsold stock and litter shall be removed from the stand and the City by 12:00 noon on July 6th.
 9. The stand shall be removed from the temporary location and all litter cleaned up by July 12th.
 10. Educational materials may be required to be handed out with the sale of all fireworks. The Community

Risk Reduction Division will provide the materials in digital format and they must be printed and distributed at the cost of the permit holder. The Community Risk Reduction Division may require the posting of educational materials at each firework booth. The educational material shall remain posted and unobstructed at all times while the booth is in operation.

- I. Compliance with State Law, Violation of Chapter. It shall be the duty of every holder of a permit issued pursuant to this chapter to comply with all provisions of Sections 12500 to 12726 of the Health and Safety Code of the State and the rules and regulations of the State Fire Marshal and the conditions imposed by this chapter and by any conditions in the permit issued by the City Council. Violation of any such provisions shall constitute sufficient cause for the immediate revocation of said permit and to deny any subsequent application for a future permit.

Section 8.20.052 is replaced in its entirety as follows:

§ 8.20.052 **Host liability.**

- A. The term "host" in this section shall mean any of the following:
 1. An owner of any private residential or nonresidential real property in the City; or
 2. Any person who has the right to use, possess, or occupy public or private property under a lease, permit, license, rental agreement, or contract; or
 3. Any person who hosts, organizes, supervises, officiates, conducts, or accepts responsibility for a gathering on public or private property.
- B. The term "strictly liable" in this section shall mean liability for a wrongful act regardless of a person's intent, knowledge, negligence, or lack thereof in committing the wrongful act.
- C. Any host shall be strictly liable for any unlawful possession, ignition, explosion, discharge, use, or display of any fireworks in violation of this chapter on their property or at their gathering, except that no person who has the right to use, possess, or occupy a unit in a multifamily residential property under a lease, rental agreement, or contract shall be liable for a violation of this chapter occurring in the common area of the property unless the person hosts, organizes, supervises, officiates, conducts, or accepts responsibility for a gathering at which the violation occurs.
- D. Any person having the care, custody, or control of a minor shall be strictly liable for any unlawful ignition, explosion, discharge, use, or display of fireworks by the minor in violation of this chapter.
- E. Except as provided below in subsection F, no host shall permit or allow another person on private property, or at a gathering on public property, where the host knows or reasonably should know that the person is engaged in a violation of this chapter.
- F. The provisions of this section shall not apply to:
 1. Conduct involving display, use, or discharge of fireworks as permitted under Federal or State law;
 2. A host who initiates contact with law enforcement or fire officials to assist in removing any person from the property or gathering in order to comply with this chapter, if the request for assistance is made before any other person contacts law enforcement or fire officials to complain about the violation of this chapter.
- G. Chapter 9.20 and Section 8.20.060 apply to a violation of this section, except that a violation of this section shall be subject to a fine of \$1,000.00. Each device (firework) possessed, ignited, exploded,

discharged, used, or displayed constitutes a violation of the ordinance and therefore is subject to a \$1,000.00 fine, for each device. Possession is defined as having direct or indirect custody and/or control of any Dangerous firework prohibited under this chapter.

Section 3. California Environmental Quality Act (CEQA). The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly. Further, if the activity is deemed a project this City Council finds that this Ordinance is exempt pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

Section 4. Severability. If any provision, clause, sentence or paragraph of this chapter or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other provisions of this chapter which can be given effect without the invalid provision or application, and to this end the provisions of this chapter are declared to be severable.

Section 5. Effective Date. The City Clerk shall certify to the adoption of this ordinance and shall cause a summary thereof to be published in a newspaper of general circulation at least five (5) days prior to the meeting at which the proposed ordinance is to be adopted and shall post a certified copy of the proposed ordinance in the office of the City Clerk, and within fifteen (15) days of its adoption, shall cause a summary of it to be published, including the vote for and against the same, and shall post a certified copy of the adopted ordinance in the office of the City Clerk, in accordance with California Government Code Section 36933. This ordinance shall go into effect and be in full force and operation from and after thirty (30) days after its final passage and adoption

INTRODUCED by the City Council of the City of Woodland at a regular meeting held on the 2nd day of April 2024 and PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 7th day of May 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, MMC, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.15
SUBJECT: Revised Installment Sale Agreement and Grant Water Recycling Construction Financing for the Spring Lake Recycled Water Project (CIP #17-07)

Recommendation for Action: Staff recommends that the City Council approve Resolution No._____, authorizing the City Manager to sign the revised Clean Water/Water Recycling Funding Program, California State Water Resources Control Board (SWRCB) Installment Sale Agreement and Grant Spring Lake Recycled Water Project No. C-06-8384-110, Agreement No. D2101047.

Staff Contact:

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

Fiscal Impact:

This project is included in the Capital Budget (Project # 17-07) with \$4,005,000 approved by Council on June 15, 2021, and reallocation approved by Council on February 20, 2024. The overall project budget includes staff time, design, construction, construction management, and contingency. The City has applied for and received drought grant funding through the SWRCB Prop 68 SRF Program.

The revised SWRCB Prop 68 SRF loan and grant agreement includes a total project funding amount of \$3,839,462.64, of which \$550,000 is a grant. The remaining \$3,289,462.64 is the loan component, which has an interest rate of 0.55% and is paid over a 30-year term. The revised loan and grant agreement increases SRF funding by \$1,007,444.64 to provide 100% funding for the project. The funding agreement covers construction, construction contingency, construction management and design. Additional costs, not covered by the funding agreement, include staff time and consultant costs for CEQA environmental compliance.

There is no impact on the General Fund.

Background:

The City of Woodland's Water Pollution Control Facility (WPCF) currently produces Title 22 tertiary treated effluent which is suitable for a wide variety of uses including certain industrial processes, landscape irrigation strips, and construction water purposes. Utilizing recycled water to replace potable water for applicable industrial and irrigation systems reduces demand for potable water, results in cost savings for the recycled water user, and meets water quality objectives for those purposes.

The City previously completed construction on the Industrial Park Recycled Water Project, which provides recycled water for industrial and landscape irrigation uses. The initial project included installation of recycled water pumps at the WPCF effluent wetwell and a backbone pipeline to serve portions of the industrial area of the City. The pipeline is approximately 4 miles in length and includes connections to industrial customers and landscape irrigation along the alignment.

As a result of droughts, the State of California is advocating for the use of recycled water and the State Water Resources Control Board (SWRCB) has streamlined the permitting process for recycled water systems in addition to providing grants and low interest financing.

The environmental permitting for the Spring Lake Recycled Water Project is already complete. A Mitigated Negative Declaration (MND) was prepared by Dudek, an environmental consultant, and City of Woodland staff. The MND was presented to City Council during a public hearing and City Council adopted the MND for the project via Resolution No. 7178 on November 6, 2018.

City Council previously approved the preliminary construction installment sale agreement and grant for the Spring Lake Recycled Water project via Resolution No. 7873 on April 5th, 2022. This new resolution is presented for approval to reflect the final budget amendment and revised loan amount. Additional funding is needed because the original budget was contemplated in 2017 and substantial inflation has occurred since then, particularly in construction bid prices. Actual bid prices were always intended to be the basis of the funding agreement and the final budget amendment and the actual basis of the final construction installment sale agreement. The West Yost Sept 2023 construction cost estimate was for \$3,773,605, the actual construction agreement with Argonaut Constructors, Inc. of \$2,831,717.50 – awarded by City Council via Resolution No. 8210 on February 20th 2024. The bids were below estimates; however, the construction cost is higher than the 2017 estimate.

The project is in construction and is expected to be completed by October 1, 2024.

Discussion:

The Spring Lake Recycled Water Project will improve potable water supply sustainability and drought resilience by reducing demands on the potable water system. The availability of recycled water to the Spring Lake area allows for the best match of water quality with the use of that water and would also be an economic development tool for new businesses. The project would replace approximately 200,000 gallons/day of potable water used for landscape irrigation with recycled water. Over time, the use of recycled water in the Spring Lake and Tech Park area is planned to increase to approximately 400,000 gallons/day. Spring Lake developers have previously constructed significant portions of the Spring Lake recycled water pipeline expansion.

Commencing with the date of Project Completion, Woodland must submit annual reports to the State Water Resources Control Board for five consecutive calendar years or until the project's actual total annual recycled water deliveries equals the project's planned total recycled water deliveries.

Conclusion:

Staff recommends that the City Council approve Resolution No._____, authorizing the City Manager to sign the revised Clean Water/Water Recycling Funding Program, California State Water Resources Control Board (SWRCB) Installment Sale Agreement and Grant Spring Lake Recycled Water Project No. C-06-8384-110, Agreement No. D2101047.

Prepared by: Tim Busch, Principal Utilities Civil Engineer

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



Ken Hiatt
City Manager

Attachments:

1. Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE CONSTRUCTION INSTALLMENT SALE AGREEMENT
AND GRANT FOR THE SPRING LAKE RECYCLED WATER PROJECT**

WHEREAS, the California State Water Resources Control Board has approved the application of the City of Woodland for financial assistance through its Clean Water State Revolving Fund program for the planning, design, and construction of its Spring Lake Recycled Water Project (the “Project”) and has authorized funding for the Project, consisting of a revised loan component in the amount of \$3,289,462.64 and a grant component in the amount of \$550,000; and

WHEREAS, the Construction Installment Sale Agreement and Grant, Spring Lake Recycled Water Project, Project No. C-06-8384-110, Agreement No. D2101047, between the City of Woodland and the California State Water Resources Control Board (the “Agreement”), which is incorporated herein by reference, has been presented to the City Council for its review and approval on April 5, 2022; and

WHEREAS, the revised Construction Installment Sale Agreement and Grant, Spring Lake Recycled Water Project, Project No. C-06-8384-110, Agreement No. D2101047 increases the loan amount by \$1,007,444.64 with the current loan terms of 30 years at 0.55% interest; and

WHEREAS, pursuant to Government Code section 5852.1, the City obtained from its financial advisor, Del Rio Advisors, LLC, good faith estimates of certain information related to the financing and disclosed that information to the public at the meeting of the City Council held on April 5, 2022;

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

Section 1. Authorization to Execute and Deliver Agreement. The City Council hereby approves the Agreement and authorizes and directs the Mayor, the City Manager, the Administrative Services Director, the Finance Director, and the City Clerk (the “Designated Officers”), for and in the name of the City, to execute, and deliver the Agreement in substantially the form presented to the City Council at this meeting, with such changes, insertions, revisions, corrections, or amendments as are approved by the officer or officers executing the Agreement for the City. The City Council approves the revised Agreement in the amount of \$3,839,462.64 of which the loan component is \$3,289,462.64 and a grant component in the amount of \$550,000. The execution of the Agreement by a Designated Officer or Officers constitutes conclusive evidence of such officer’s or officers’ and the City Council’s approval of any such changes, insertions, revisions, corrections, or amendments to the form of the Agreement presented to the City Council at this meeting; provided that the funding amounts do not exceed the amounts recited above.

Section 2. General Authorization. The City Council hereby authorizes and directs the Designated Officers and other officers and agents of the City, and each of them individually, for

and in the name of and on behalf of the City, to do any and all things and to execute and deliver any and all documents that they may deem necessary or advisable in order to complete the financing of the Project and otherwise to carry out, give effect to, and comply with the terms and intent of this resolution. All actions heretofore taken by such officers and agents that are in conformity with the purposes and intent of this resolution are hereby ratified, confirmed and approved in all respects.

Section 3. Effective Date. This resolution takes effect immediately upon its passage.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at regular meeting held on the 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez, City Clerk

Exhibit A

Good Faith Estimates

California Government Code Section 5852.1 requires the City of Woodland (“Borrowing Party”) to disclose specified information obtained as a good faith estimate from an underwriter or municipal advisor prior to authorization of the 2022 Installment Sale Agreement (the “2022 ISA”). The Borrowing Party has received such information from a municipal advisor and discloses such information as set forth below.

- (1) Name of Municipal Advisor: Del Rio Advisors, LLC
- (2) City Council Meeting Date: April 5, 2022
- (3) Name of Issue: 2022 Installment Sale Agreement
- (4) The Municipal Advisor has provided to the Borrowing Party the following required good faith estimates relating to the 2022 ISA Financing:
 - a. The true interest cost of the 2022 ISA, which means the rate necessary to discount the amounts payable on the respective principal and interest payment dates to the purchase price received for the 2022 ISA (to the nearest ten-thousandth of one percent): 0.550000%.
 - b. The finance charges of the 2022 ISA, which means the sum of all fees and charges paid to third parties: \$13,000.00. This amount is not paid from the proceeds of the 2022 ISA.
 - c. The amount of proceeds received by the public body from the 2022 ISA, less the finance charges of the 2022 ISA described in subparagraph (b), if paid from proceeds of the 2022 ISA, less any reserves or capitalized interest paid or funded with proceeds of the 2022 ISA: \$2,832,018 (consisting of \$2,282,018 in principal amount of the Installment Sale Agreement plus \$550,000 in available grant funding).
 - d. The total payment amount, which means the sum total of all payments the public body will make to pay debt service on the 2022 ISA plus the finance charge of the 2022 ISA described in subparagraph (b) not paid with the proceeds of the 2022 ISA (which total payment amount is calculated to the final maturity of the 2022 ISA): \$2,429,063.96 (\$2,416,063.96 of estimated debt service plus an estimated \$13,000.00 in finance charges not paid from proceeds of the 2022 ISA).

The foregoing estimates constitute good faith estimates only. The actual principal amount of the 2022 ISA, the true interest cost thereof, the finance charges thereof, the amount of proceeds received therefrom and total payment amount with respect thereto may differ from such good faith estimates due to a variety of factors. The actual interest rate borne by the 2022 ISA and the actual amortization of the 2022 ISA will depend on the actual interest rates borne over time and the timing

of project draws from the Borrowing Party thereon. Market interest rates are affected by economic and other factors beyond the control of the Borrowing Party.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.16
SUBJECT: Authorization Award of Professional Services
Contracts for Citywide Landscape Maintenance to
Dominguez Landscape Services, Inc. and Figueroa
Landscape Company.

Recommendation for Action: Staff recommends that the City Council approve Resolution No. _____, and Resolution No. _____, authorizing the City Manager to award professional services contracts for citywide landscape maintenance to Dominguez Landscape Services, Inc. and Figueroa Landscape Company.

Staff Contact:

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

Fiscal Impact:

The total cost of the landscape maintenance contract with Dominguez Landscape Services, Inc. is \$706,008. Funding for the entirety of this contract will be from the General Fund for landscaping and park maintenance.

The total cost of the landscape maintenance contract with Figueroa Landscape Company is \$958,374.96. The general fund will provide \$56,243.89 in funding. Further, \$569,810.76 of the funding will be from the Spring Lake Lighting and Landscape district (L&L) for landscapes, greenbelts and parks in Spring Lake L&L. The remaining cost (\$332,320.31) is funded out of other L&L and enterprise funds.

Both contracts have an additional contingency of up to \$20,000.00. The contingency funding will be available for unanticipated landscape and maintenance services. Total compensation for the Dominguez Contract will not exceed \$726,008. Total compensation for the Figueroa Contract will not exceed \$978,374.96. The total amount of both contracts is \$1,704,382.96.

Both contracts are for Fiscal Year 24-25 (FY25) with the option to extend twice for two additional years with written approval from both parties. For each additional year, if applicable, the contract will include a 3% contract increase. Funding for both contracts is included in the proposed FY25 budget. sts associated with the staff recommendation (i.e. operations and maintenance costs associated with construction of a capital project).

Background:

The Community Services Department (CSD) is responsible for the maintenance of approximately 250-acres of City landscapes, including street landscapes, median strips, landscapes around City facilities, and parklands. Funding to maintain these landscapes comes from the general fund, L&Ls, and other non-general fund programs.

In 2018, staff prepared an RFP for landscape maintenance. At that time, staff separated the large amount of city-maintained landscape into three landscape maintenance zones (Zones). This allowed for improved contract management and increased accessibility for contractors. The Zones were largely designated by funding sources, with Zone 1 being funded by the general fund, Zone 2 by

multiple L&Ls and enterprise funds, and Zone 3 by the Spring Lake L&L (see attached exhibit).

Previously, staff also introduced the use of a contract contingency to address unanticipated extra work, such as replacement of a broken irrigation line. The current contracts will also include a contingency in which both contractors provide an hourly labor rate for this extra work.

For the past five years, the City has contracted with Dominguez Landscape Services, Inc. for maintenance of Zone 1 and Zone 2, and with Figueroa Landscape Company for maintenance of Zone 3. The term of the current contract will end on June 30, 2024.

As part of preparing to release a Request for Proposals (RFP), in anticipation of the end of contract services on June 30, 2024, staff analyzed the current contract and updated the previous RFP. Overall, the RFP remained primarily the same as past RFPs for landscape maintenance. With the RFP finalized, staff released an RFP in line with the City's non-public formal bidding procedure. A call for proposals was released on November 14, 2023, via the city's website, through a press release, and advertisements in the local newspaper. In response, staff received three proposals for Zone 1, and four proposals each for Zones 2 and 3.

Discussion:

Proposals were independently reviewed by three CSD staff and evaluated on conformance with, and responsiveness to, the RFP (0-10 points), service approach and scope of services (0-25 points), professional experience and responsible personnel (0-10 points), related experience/public agency work (0-10 points), firm description and financial capacity/information (0-5 points), and cost proposal (0-40 points).

For Zone 1, Dominguez Landscape Services, Inc., scored the highest in staff evaluation. In Zone 2 and Zone 3, Figueroa Landscape Company, a Woodland-owned business, scored the highest in staff evaluation.

Contracting out this service has proven to be a cost-effective method of maintaining our city landscapes. This work was previously performed in combination with in-house staff and outside contracts, but was moved to 100% contract services when the City greatly reduced its parks' maintenance staff in FY10 as a cost savings measure. However, the scope of work identified in the contract will not provide all the necessary maintenance required to fully maintain our parks. Routine and special maintenance of park structures, bathrooms, picnic area furnishings, various trash receptacles, and play structures are not included; this work will continue to be performed by our remaining parks personnel and some seasonal temporary staff.

The term of both contracts will be for one fiscal year with the option for two, two-year extensions. The contract will be amended as new landscapes are built, and it becomes the City's responsibility for maintenance.

Conclusion:

Staff recommends that the City Council approve Resolution No. _____, and Resolution No. _____, authorizing the City Manager to award professional services contracts for citywide landscape maintenance to Dominguez Landscape Services, Inc. and Figueroa Landscape Company.

Prepared by: Jenna Moncrief, Management Analyst

Reviewed by: Christine Engel, Community Services Director



Ken Hiatt
City Manager

Attachments:

1. Dominguez Resolution
2. Figueroa Resolution
3. Landscape Areas Map

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH
DOMINGUEZ LANDSCAPE SERVICES, INC. FOR LANDSCAPE MAINTENANCE
SERVICES IN CITY MAINTNEANCE ZONE 1**

WHEREAS, the City of Woodland strives to maintain our parks and landscaping areas in a manner that promotes safety and enhances quality of life; and

WHEREAS, Dominguez Landscape Services, Inc., a California landscape company, provides quality landscaping services to municipalities throughout the Sacramento Valley; and

WHEREAS, the proposed contract results in the annual cost of SEVEN HUNDRED, TWENTY-SIX THOUSAND, AND EIGHT DOLLARS (\$726,008), which includes a contingency not-to-exceed TWENTY THOUSDAND DOLLARS (\$20,000.00) for the landscape maintenance services for City parks and general landscape in Landscape Maintenance Zone 1; and

WHEREAS, Dominguez Landscape Services, Inc. was the preferred vendor for Zone 1 utilizing a Quality Base Selection process; and

WHEREAS, funding in support of this contract is identified in the proposed FY24-25 budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland hereby authorizes the City Manager to execute the FY24-25 contract with Dominguez Landscape Services, Inc. in the not-to-exceed amount of seven hundred, twenty-six thousand, and eight dollars (\$726,008) for FY24-25 with the option of two, two-year extension for city landscape maintenance services for Zone 1, including an additional 3% contract increase per year that the contract is in effect. The City Attorney is hereby authorized to make clarifying and confirming changes to the Agreement provided that the total contract amount does not change.

PASSED AND ADOPTED by the City Council this 7th day of May, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez, MMC, City Clerk

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH
FIGUEROA LANDSCAPE COMPANY FOR LANDSCAPE MAINTENANCE
SERVICES IN CITY MAINTENANCE ZONES 2 AND 3**

WHEREAS, the City of Woodland strives to maintain our parks and landscaping areas in a manner that promotes safety and enhances quality of life; and

WHEREAS, Figueroa Landscape Company, a Woodland-owned landscape company, provides quality landscaping services to municipalities throughout the Sacramento Valley; and

WHEREAS, the proposed contract results in the annual cost of NINE-HUNDRED, SEVENTY-EIGHT THOUSAND, THREE-HUNDRED AND SEVENTY-FOUR DOLLARS AND NINETY-SIX CENTS (\$978,374.96), which includes a contingency not-to-exceed TWENTY THOUSAND DOLLARS (\$20,000.00) for the landscape maintenance services for City parks and general landscape in Landscape Maintenance Zones 2 and 3; and

WHEREAS, Figueroa Landscape Company was the preferred vendor for Zones 2 and 3 utilizing a Quality Base Selection process; and

WHEREAS, funding in support of this contract is identified in the proposed FY24-25 budget.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland hereby authorizes the City Manager to execute the FY24-25 contract with Figueroa Landscape Company in the not-to-exceed amount of nine-hundred, seventy-eight thousand, three-hundred and seventy-four dollars and ninety-six cents (\$978,374.96) for FY24-25 with the option of two, two-year extension for city landscape maintenance services for Zones 2 and 3, including an additional 3% contract increase per year that the contract is in effect. The City Attorney is hereby authorized to make clarifying and confirming changes to the Agreement.

PASSED AND ADOPTED by the City Council this 7th day of May, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

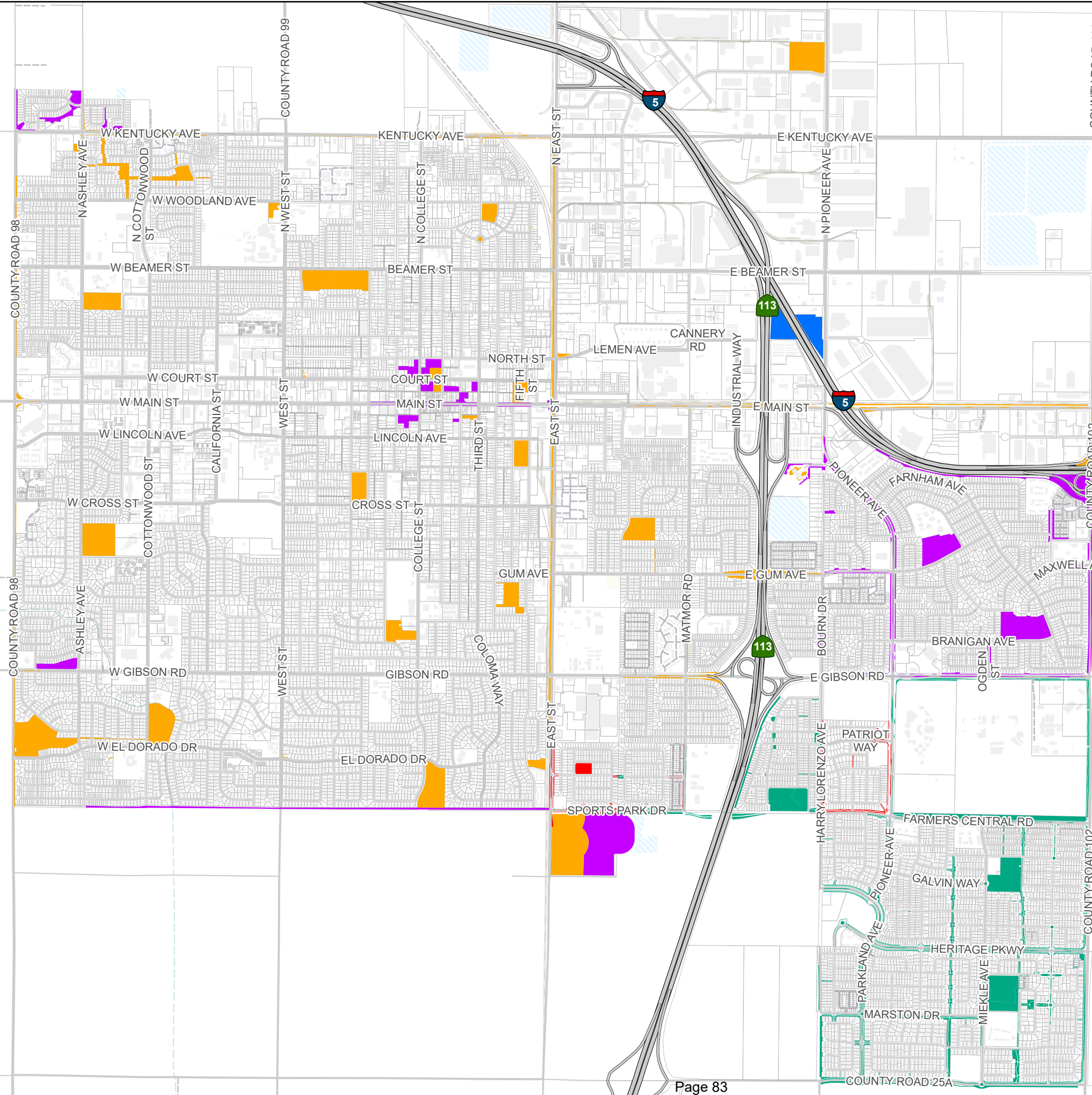
ATTEST:

Ana B. Gonzalez, MMC, City Clerk

Maintained Landscape Areas

- Zone 1 - General Fund
- Zone 2 - L&L's/Gibson Ranch
- Zone 3 - Spring Lake
- Future City maintenance obligation (Zone 3)
- City Maintained

0 1,000 2,000 4,000
Feet





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.17
SUBJECT: Amendment of existing contract with Aqua-Metric by \$50,000 to an annual total of \$250,000 for water system supplies.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing the City Manager to execute a \$50,000 amendment to the existing Aqua-Metric contract for a FY24 total of \$250,000 (subject to minor revisions as required and approved by the City Attorney).

STAFF CONTACT: Corey Paulson, Chief Water System Operator, (530) 661-5897, corey.paulson@cityofwoodland.gov

FISCAL IMPACT:

The FY23/24 approved Water Department budget is sufficient to absorb the additional \$50,000 expenditure on Aqua-Metric and no additional funding allocation is being requested.

BACKGROUND:

In 2004, the California Legislature passed AB 2572, requiring all water suppliers to install water meters on all customer connections by January 1, 2025. The law requires all metered services to be billed at a metered rate, so that water bills reflect water consumption. The City of Woodland reviewed the available metering systems and decided to utilize Sensus, which is now installed on over 18,000 meters in the system.

The metering system itself consists of two components, the physical meter and the data collection system. The meter is the mechanical device that measures the volume of water used by a customer, and these meters have a limited useful life. The measured flow through the meter is relayed to the City through a battery-powered smartpoint. This device takes the mechanical reading from the meter, converts it to digital data, and transmits it to the city finance department. Prior to this technology, meters were manually read by city staff, an undertaking requiring a significant amount of labor. Today, hourly readings from each meter are conveyed from a smartpoint to the City via a radio network of collectors, and that information is transmitted to the billing software. The information delivery process is managed by proprietary software requiring an annual subscription.

DISCUSSION:

Every year, City staff replace some components of the system (meters and endpoints) due to age, breakdowns or vandalism. In a typical year, the Water Distribution division spends approximately \$200,000 on these replacement meters, smartpoints and collection software. This year, an additional 213 (1.5" and 2") meters failed beyond the normal replacement volume. Staff was able to complete these additional replacements. However, additional supplies will be needed to complete the department's annual objectives. Staff is seeking authority to amend the existing contract to allow for purchase of an additional \$50,000 for the current fiscal year.

CONCLUSION:

Staff recommends that the Woodland City Council approve Resolution No. _____, authorizing the City Manager to execute a \$50,000 amendment to the existing Aqua-Metric contract for a FY24 total

of \$250,000.

Prepared by: Corey Paulson, Chief Water System Operator

Reviewed by: Craig Locke, Public Works Director

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

Ken Hiatt
City Manager

Attachments:

1. Aquametrics Amendment Resolution
2. Aquametrics Amendment #1
3. 09.12.23 Aqua Metrics Goods Purchase Agreement

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO AMEND EXISTING CONTRACT WITH
AQUA-METRICS BY \$50,000 TO AN ANNUAL TOTAL OF \$250,000 FOR WATER
SYSTEM SUPPLIES**

WHEREAS, for more than a decade the City of Woodland (“City”) using the meters and data collection provided by Sensus; and

WHEREAS, the City of Woodland Water Department must replace a portion of these meters every year due to failures and the aging out of ‘off cycle’ meters; and

WHEREAS, The Woodland Water Department through diligent effort has been able to install more meters, endpoints and other material necessary for the successful maintenance of the water system than was anticipated; and

WHEREAS, Additional purchases with Aqua-Metrics will be necessary for the department to continue to operate and maintain the water system through the FY 24; and

WHEREAS, funding for these purchases has been previously approved in the current FY24 budget, and no additional funds are being requested.

WHEREAS, the City Council authorized a 5-year contract for \$200,000 annual purchases with Aqua-Metrics on September 12, 2023; and

WHEREAS, Woodland Municipal Code section 3.32.140 provides that the City Manager may approve of the waiver of competitive bidding when, inter alia, (1) there is no competitive market, (2) the purpose of competitive bidding is otherwise accomplished, or (3) when otherwise authorized by law (the “Exceptions”); and

WHEREAS, the City Manager has determined that the waiver of competitive bidding for water meters, smartpoints and software from Aqua-Metrics for the measurement and billing of potable water delivered to City accounts is in the best interests of the City and its administrative operations based on the foregoing facts and authorized by applicable law and the Woodland Municipal Code as set forth above and below; and

WHEREAS, California case law excuses compliance with competitive bidding requirements in exceptional circumstances such as where requests for competitive bids would be futile, unavailing, or would produce an advantage (Graydon v. Pasadena Redevelopment Agency (1980) 104 Cal. App. 3d 631); and

WHEREAS, California case law specifically excuses compliance with competitive bidding requirements when necessary to match other products in use that are only available from a single source (Hodgman v City of San Diego (1942) 53 Cal.App.2d 610); and

NOW, THEREFORE, BE IT RESOLVED

SECTION 1. The above recitals are true and correct and adopted herein by this reference.

SECTION 2. That the City Council hereby authorizes the City Manager to execute a \$50,000 amendment to the existing Aqua-Metrics contract for a FY24 total of \$250,000.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Tania Garcia-Cadena, Mayor

Ana B. Gonzalez, MMC, City Cler

ARTICLE 1. PARTIES AND DATE

This First Amendment to the Goods to Purchase Agreement (“First Amendment”) dated as of the 7th day of May, 2024 is entered into by and between the City of Woodland (“City”) and Aqua-Metric (“Consultant”).

ARTICLE 2. RECITALS

2.1 City and Consultant entered into that certain Goods to Purchase Agreement dated 12th day of September, 2023 (“Agreement”), whereby Consultant agreed to “furnish to City goods as designated by the City on an as-ordered basis upon receipt of a written order from the City (each, a “Purchase Order”) for the following goods, and other such goods ordered by the City.”

Line No.	Item	Quantity	Unit	Extended
	1" IPERL Meter TR/PL 1 CF	1		\$238.00
	1" ally Remote Disconnect Meter TR/PL 1 CF	1		\$509.00
	520M Single Port SmartPoint Radio Transmitter	1		\$170.00
	CommandLink II Bluetooth Device	1		\$695.00
	M400B2 Basestation	1		\$37,000.00
	2" OMNI+ R2 Register Only	1		\$435.00
	3" OMNI+ C2 Register Only	1		\$460.00
	OMNI+ C2/T2/F2 All- Register Only	1		\$460.00

2.2 City and Consultant now desire to amend the Agreement to increase the amount of product purchased in accordance with the Consultant’s proposal dated 12th day of September, 2023 attached hereto. The total compensation for the First Amendment shall not exceed \$50,000.00 for a new contract total not to exceed \$250,000.00.

ARTICLE 3. TERMS

3.1 Section 5 “Prices” of the Original Agreement is to remain unchanged as will the Fee Schedule as shown in Exhibit A and C.

Dollar Amount: The collective sum of all Purchase Orders shall not exceed \$250,000.00.”

3.2 Continuing Effect of Agreement. Except as amended by this Amendment, all provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this Amendment, whenever the term “Agreement” appears in the Agreement, it shall mean the Agreement as amended by this Amendment.

3.3 Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Amendment.

3.4 Counterparts. This Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

City Of Woodland

Aqua-Metric

By: _____
Ken Hiatt
City Manager

By: _____
Mike Bortoletto
Solutions Specialist

ATTEST:

Ana B. Gonzalez, City Clerk

APPROVED AS TO FORM:

Ethan Walsh, Best Best & Krieger LLP, City Attorney

CITY OF WOODLAND GOODS PURCHASE AGREEMENT

This Goods Purchase Agreement ("Agreement") is entered into this 12th day of September, 2023, by and between the City of Woodland, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at a municipal corporation organized under the laws of the State of California with its principal place of business at 655 N. Pioneer Avenue, Woodland, CA 95776 ("City"), and Aqua-Metric, a California corporation, having its principal location at 4050 Flat Rock Drive, Riverside, CA 92505 ("Contractor"). City and Contractor are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

Section 1. DEFINITIONS.

A. "Goods" means all machinery, equipment, supplies, items, parts, materials, labor or other services, including design, engineering and installation services, provided by Contractor as specified in Exhibit "A," attached hereto and incorporated herein by reference.

B. "Delivery Date(s)" means that date or dates upon which the Goods is to be delivered to City, ready for approval, testing and/or use as specified in Exhibit "B."

Section 2. MATERIALS AND WORKMANSHIP.

When Exhibit "A" specifies machinery, equipment or material by manufacturer, model or trade name, no substitution will be made without City's written approval. Machinery, equipment or material installed in the Goods without the approval required by this Section 2 will be deemed to be defective material for purposes of Section 4. Where machinery, equipment or materials are referred to in Exhibit "A" as equal to any particular standard, City will decide the question of equality. When requested by City, Contractor will furnish City with the name of the manufacturer, the performance capabilities and other pertinent information necessary to properly determine the quality and suitability of any machines, equipment and material to be incorporated in the Goods. Material samples will be submitted at City's request.

Section 3. INSPECTIONS AND TESTS.

City shall have the right to inspect and/or test the Goods prior to acceptance. If upon inspection or testing the Goods or any portion thereof are found to be nonconforming, unsatisfactory, defective, of inferior quality or workmanship, or fail to meet any requirements or specifications contained in Exhibit "A," then without prejudice to any other rights or remedies, City may reject the Goods or exercise any of its rights under Section 4.C. The inspection, failure to make inspection, acceptance of goods, or payment for goods shall not impair City's right to reject nonconforming goods, irrespective of City's failure to notify Contractor of a rejection of nonconforming goods or revocation of acceptance thereof or to specify with particularity any defect in nonconforming goods after rejection or acceptance thereof.

Section 4. WARRANTY.

A. Contractor warrants that the Goods will be of merchantable quality and free from defects in design, engineering, material, and workmanship for a period of two (2) years, or such longer period as provided by a manufacturer's warranty or as agreed to by Contractor and City, from the date of final written acceptance of the Goods by City as required for final payment under Section 7. Contractor further warrants that any services provided in connection with the Goods will be performed in a professional and workmanlike manner and in accordance with the highest industry standards.

B. Contractor further warrants that all machinery, equipment, or process included in the Goods will meet the performance requirements and specifications specified in Exhibit "A" and shall be fit for the purpose intended. City's inspection, testing, approval, or acceptance of any such machinery, equipment, or process will not relieve Contractor of its obligations under this Section 4.B.

C. For any breach of the warranties contained in Section 4.A and Section 4.B, Contractor will, immediately after receiving notice from City, at the option of City, and at Contractor's own expense and without cost to City:

1. Repair the defective Goods;
2. Replace the defective Goods with conforming Goods, F.O.B. City's plant, office or other location of City where the Goods was originally performed or delivered; or
3. Repay to City the purchase price of the defective Goods.

If City selects repair or replacement, any defects will be remedied without cost to City, including but not limited to, the costs of removal, repair, and replacement of the defective Goods, and reinstallation of new Goods. All such defective Goods that is so remedied will be similarly warranted as stated above. In addition, Contractor will repair or replace other items of the Goods which may have been damaged by such defects or the repairing of the same, all at its own expense and without cost to City.

D. Contractor also warrants that the Goods is free and clear of all liens and encumbrances whatsoever, that Contractor has a good and marketable title to same, and that Contractor owns or has a valid license for all of the proprietary technology and intellectual property incorporated within the Goods. Contractor agrees to indemnify, defend, and hold City harmless against any and all third party claims resulting from the breach or inaccuracy of any of the foregoing warranties.

E. In the event of a breach by Contractor of its obligations under this Section 4, City will not be limited to the remedies set forth in this Section 4, but will have all the rights and remedies permitted by applicable law, including without limitation, all of the rights and remedies afforded to City under the California Commercial Code.

Section 5. PRICES.

Unless expressly provided otherwise, all prices and fees specified in Exhibit "C," attached hereto and incorporated herein by reference, are firm and shall not be subject to change without the written approval of City. No extra charges of any kind will be allowed unless specifically agreed to in writing by City's authorized representative. The total price shall include (i) all federal, state and local sales, use, excise, privilege, payroll, occupational and other taxes applicable to the Goods furnished to City hereunder; and (ii) all charges for packing, freight and transportation to destination.

Section 6. CHANGES.

City, at any time, by a written order, and without notice to any surety, may make changes in the Goods, including but not limited to, City's requirements and specifications. If such changes affect the cost of the Goods or time required for its performance, an equitable adjustment will be made in the price or time for performance or both. Any change in the price necessitated by such change will be agreed upon between City and Contractor and such change will be authorized by a change order document signed by City and accepted by Contractor.

Section 7. PAYMENTS.

A. Terms of payment, are net thirty (30) days, less any applicable retention, after receipt of invoice, or completion of applicable Progress Milestones. Final payment shall be made by City after Contractor has satisfied all contractual requirements. Payment of invoices shall not constitute acceptance of Goods.

B. If Progress Milestones have been specified in Exhibit "B," then payments for the Goods will be made as the requirements of such Progress Milestones are met. Progress payments for the Goods will be made by City upon proper application by Contractor during the progress of the Goods and according to the terms of payment as specified in Exhibit "B." Contractor's progress billing invoice will include progress payments due for the original scope of work and changes. Each "Item for Payment" shown in Exhibit "B" and each change order will be itemized on the invoice. Invoices for cost plus work, whether part of Exhibit "B" or a change order, must have subcontractor and/or supplier invoices attached to Contractor's invoice. Other format and support documents for invoices will be determined by City in advance of the first invoice cycle.

C. Payments otherwise due may be withheld by City on account of defective Goods not remedied, liens or other claims filed, reasonable evidence indicating probable filing of liens or other claims, failure of Contractor to make payments properly to its subcontractors or for material or labor, the failure of Contractor to perform any of its other obligations under the Agreement, or to protect City against any liability arising out of Contractor's failure to pay or discharge taxes or other obligations. If the causes for which payment is withheld are removed, the withheld payments will be made promptly. If the said causes are not removed within a reasonable period after written notice, City may remove them at Contractor's expense.

D. Payment of the final Progress Milestone payment or any retention will be made by City upon:

1. Submission of an invoice for satisfactory completion of the requirements of a Progress Milestone as defined in Exhibit "B" and in the amount associated with the Progress Milestone;
2. Written acceptance of the Goods by City;
3. Delivery of all drawings and specifications, if required by City;
4. Delivery of executed full releases of any and all liens arising out of this Agreement; and
5. Delivery of an affidavit listing all persons who might otherwise be entitled to file, claim, or maintain a lien of any kind or character, and containing an averment that all of the said persons have been paid in full.

If any person refuses to furnish an actual release or receipt in full, Contractor may furnish a bond satisfactory to City to indemnify City against any claim or lien at no cost to City.

E. Acceptance by Contractor of payment of the final Progress Milestone payment pursuant to Section 7.D will constitute a waiver, release and discharge of any and all claims and demands of any kind or character which Contractor then has, or can subsequently acquire against City, its successors and assigns, for or on account of any matter or thing arising out of, or in any manner connected with, the performance of this Agreement. However, payment for the final Progress Milestone by City will not constitute a waiver, release or discharge of any claims or demands which City then has, or can subsequently acquire, against Contractor, its successors and assigns, for or on account of any matter or thing arising out of, or in any manner connected with, the performance of this Agreement.

Section 8. SCHEDULE FOR DELIVERY.

A. The time of Contractor's performance is of the essence for this Agreement. The Goods will be delivered in accordance with the schedule set forth in Exhibit "B." Contractor must immediately notify City in writing any time delivery is behind schedule or may not be completed on schedule. In addition to any other rights, City may have under this Agreement or at law, Contractor shall pay City the sum of \$100 per item of Goods for each calendar day for which the item of Goods is unavailable beyond the scheduled delivery date(s) specified in Exhibit "B."

B. In the event that the Goods is part of a larger project or projects that require the coordination of multiple contractors or suppliers, then Contractor will fully cooperate in scheduling the delivery so that City can maximize the efficient completion of such project(s).

Section 9. TAXES.

A. Contractor agrees to timely pay all sales and use tax (including any value added or gross receipts tax imposed similar to a sales and use tax) imposed by any federal, state or local taxing authority on the ultimate purchase price of the Goods provided under this Agreement.

B. Contractor will withhold, and require its subcontractors, where applicable, to withhold all required taxes and contributions of any federal, state or local taxing authority which is measured by wages, salaries or other remuneration of its employees or the employees of its subcontractors. Contractor will deposit, or cause to be deposited, in a timely manner with the appropriate taxing authorities all amounts required to be withheld.

C. All other taxes, however denominated or measured, imposed upon the price of the Goods provided hereunder, will be the responsibility of Contractor. In addition, all taxes assessed by any taxing jurisdiction based on Contractor property used or consumed in the provision of the Goods such as and including ad valorem, use, personal property and inventory taxes will be the responsibility of Contractor.

D. Contractor will, upon written request, submit to City written evidence of any filings or payments of all taxes required to be paid by Contractor hereunder.

Section 10. INDEPENDENT CONTRACTOR.

Contractor enters into this Agreement as an independent contractor and not as an employee of City. Contractor shall have no power or authority by this Agreement to bind City in any respect. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of City. City shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors or any other person resulting from performance of this Agreement.

Section 11. SUBCONTRACTS.

Unless otherwise specified, Contractor must obtain City's written permission before subcontracting any portion of the Goods. Except for the insurance requirements in Section 13.A, all subcontracts and orders for the purchase or rental of supplies, materials or equipment, or any other part of the Goods, will require that the subcontractor be bound by and subject to all of the terms and conditions of the Agreement. No subcontract or order will relieve Contractor from its obligations to City, including, but not limited to Contractor's insurance and indemnification obligations. No subcontract or order will bind City.

Section 12. TITLE AND RISK OF LOSS.

Unless otherwise agreed, City will have title to, and risk of loss of, all completed and partially completed portions of the Goods upon delivery, as well as materials delivered to and stored on City property which are intended to become a part of the Goods. However, Contractor

will be liable for any loss or damage to the Goods and/or the materials caused by Contractor or its subcontractors, their agents or employees, and Contractor will replace or repair said Goods or materials at its own cost to the complete satisfaction of City. Notwithstanding the foregoing, in the event that the City has paid Contractor for all or a portion of the Goods which remains in the possession of Contractor, then City shall have title to, and the right to take possession of, such Goods at any time following payment therefor. Risk of loss for any Goods which remains in the possession of Contractor shall remain with Contractor until such Goods has been delivered or City has taken possession thereof. Contractor will have risk of loss or damage to Contractor's property used in the construction of the Goods but which does not become a part of the Goods.

Section 13. INDEMNIFICATION.

A. Contractor shall defend, indemnify and hold the City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions, negligence or willful misconduct of Contractor, its officials, officers, employees, agents, subcontractors and subconsultants arising out of or in connection with the Goods or the performance of this Agreement, including without limitation the payment of all consequential damages and attorneys' fees and other related costs and expenses except such loss or damage which was caused by the sole negligence or willful misconduct of the City.

B. Contractor's defense obligation for any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against the City, its officials, officers, employees, agents, or volunteers shall be at Contractor's own cost, expense, and risk. Contractor shall pay and satisfy any judgment, award, or decree that may be rendered against City or its officials, officers, employees, agents, or volunteers, in any such suit, action, or other legal proceeding. Contractor shall reimburse City and its officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

C. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the City, its officials, officers, employees, agents or volunteers.

Section 14. INSURANCE.

A. General. Contractor shall take out and maintain:

1. Commercial General Liability Insurance, of at least \$1,000,000 per occurrence/ \$2,000,000 aggregate for bodily injury, personal injury and property damage, at least as broad as Insurance Services Office Commercial General Liability most recent Occurrence Form CG 00 01;

2. Automobile Liability Insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, of at least \$1,000,000 per accident for bodily injury and property damage, at least as broad as most recent Insurance Services Office Form Number CA 00 01 covering automobile liability, Code 1 (any auto);

3. Workers' Compensation in compliance with applicable statutory requirements and Employer's Liability Coverage of at least \$1,000,000 per occurrence; and

B. Additional Insured: Primary; Waiver of Subrogation: No Limitation on Coverage. The policies required under this Section shall give City, its officials, officers, employees, agents or volunteers additional insured status. Such policies shall contain a provision stating that Contractor's policy is primary insurance and that any insurance, self-insurance or other coverage maintained by the City or any additional insureds shall not be called upon to contribute to any loss, and shall contain or be endorsed with a waiver of subrogation in favor of the City, its officials, officers, employees, agents, and volunteers. The limits set forth herein shall apply separately to each insured against whom claims are made or suits are brought, except with respect to the limits of liability. Requirements of specific coverage or limits contained in this section are not intended as a limitation on coverage, limits, or other requirement, or a waiver of any coverage normally provided by any insurance. Any available coverage shall be provided to the parties required to be named as additional insured pursuant to this Agreement.

C. Insurance Carrier. All insurance required under this Section is to be placed with insurers with a current A.M. Best's rating no less than A-:VII, licensed to do business in California, and satisfactory to the City.

D. Evidence of Insurance. Contractor shall furnish City with original certificates of insurance and endorsements effecting coverage required by the Agreement. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms supplied or approved by the City. All certificates and endorsements must be received and approved by the City before delivery commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

E. Subcontractors. All subcontractors shall meet the requirements of this Section before commencing work. In addition, Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

F. Freight. Contractor shall ensure that third party shippers contracted by Contractor have adequate insurance coverage for the shipped Goods.

Section 15. LIENS.

A. Contractor, subcontractors and suppliers will not make, file or maintain a mechanic's or other lien or claim of any kind or character against the Goods, for or on account of any labor, materials, fixtures, tools, machinery, equipment, or any other things furnished, or any other work done or performance given under, arising out of, or in any manner connected with the Agreement (such liens or claims referred to as "Claims"); and Contractor, subcontractor and suppliers expressly waive and relinquish any and all rights which they now have, or may subsequently acquire, to file or maintain any Claim and Contractor, subcontractor and suppliers agree that this provision waiving the right of Claims will be an independent covenant.

B. Contractor will save and hold City harmless from and against any and all Claims that may be filed by a subcontractor, supplier or any other person or entity and Contractor will, at its own expense, defend any and all actions based upon such Claims and will pay all charges of attorneys and all costs and other expenses arising from such Claims.

Section 16. TERMINATION OF AGREEMENT BY CITY.

A. Should Contractor at any time refuse or fail to deliver the Goods with promptness and diligence, or to perform any of its other obligations under the Agreement, City may terminate Contractor's right to proceed with the delivery of the Goods by written notice to Contractor. In such event City may obtain the Goods by whatever method it may deem expedient, including the hiring of another contractor or other contractors and, for that purpose, may take possession of all materials, machinery, equipment, tools and appliances and exercise all rights, options and privileges of Contractor. In such case Contractor will not be entitled to receive any further payments until the Goods is delivered. If City's cost of obtaining the Goods, including compensation for additional managerial and administrative services, will exceed the unpaid balance of the Agreement, Contractor will be liable for and will pay the difference to City.

B. City may, for its own convenience, terminate Contractor's right to proceed with the delivery of any portion or all of the Goods by written notice to Contractor. Such termination will be effective in the manner specified in such notice, will be without prejudice to any claims which City may have against Contractor, and will not affect the obligations and duties of Contractor under the Agreement with respect to portions of the Goods not terminated.

C. On receipt of notice under Section 16.B, Contractor will, with respect to the portion of the Goods terminated, unless the notice states otherwise,

1. Immediately discontinue such portion of the Goods and the placing of orders for materials, facilities, and supplies in connection with the Goods,

2. Unless otherwise directed by City, make every reasonable effort to procure cancellation of all existing orders or contracts upon terms satisfactory to City; and

3. Deliver only such portions of the Goods which City deems necessary to preserve and protect those portions of the Goods already in progress and to protect material, plant and equipment at the Goods site or in transit to the Goods site.

D. Upon termination pursuant to Section 16.B, Contractor will be paid a pro rata portion of the compensation in the Agreement for any portion of the terminated Goods already delivered, including material and services for which it has made firm contracts which are not canceled, it being understood that City will be entitled to such material and services. Upon determination of the amount of said pro rata compensation, City will promptly pay such amount to Contractor upon delivery by Contractor of the releases of liens and affidavit, pursuant to Section 7.C.

Section 17. MISCELLANEOUS PROVISIONS.

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

CITY:	CONTRACTOR:
City of Woodland	Aqua-Metric
655 N. Pioneer Avenue	Flat Rock Drive
Woodland, CA 95776	Riverside, CA 92505
Attn: Corey Paulson, Public Works	Attn: Mike Bortoletto

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

B. Assignment or Transfer. Contractor shall not assign or transfer any interest in this Agreement whether by assignment or novation, without the prior written consent of the City, which will not be unreasonably withheld. Provided, however, that claims for money due or to become due Contractor from the City under this Agreement may be assigned to a financial institution or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer, whether voluntary or involuntary, shall be furnished promptly to the City.

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

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

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

F. Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Yolo County.

G. Interpretation. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party.

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

I. Authority to Enter Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right and authority to make this Agreement and bind each respective Party.

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

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

L. City's Right to Employ Other Contractors. City reserves its right to employ other contractors in connection with the Goods.

M. Entire Agreement. This Agreement constitutes the entire agreement between the Parties relative to the Goods specified herein. There are no understandings, agreements, conditions, representations, warranties or promises with respect to this Agreement, except those contained in or referred to in the writing.

[SIGNATURES ON FOLLOWING PAGE]

SIGNATURE PAGE FOR GOODS PURCHASE AGREEMENT
BETWEEN THE CITY OF WOODLAND
AND AQUA-METRIC

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

CITY OF WOODLAND

Approved By:

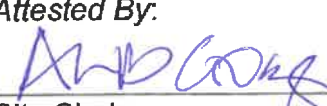


Ken Hiatt
City Manager

9.18.23

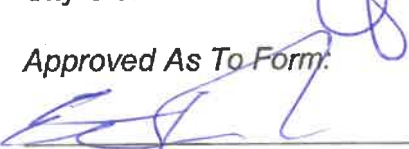
Date

Attested By:



City Clerk

Approved As To Form:



City Attorney

Aqua-Metric



Signature

Signature

Mike Bortoletto

Name

Name

Solutions Specialist

Title

Title

9/15/23

Date

Date

EXHIBIT "A"
GOODS SPECIFICATIONS

Contractor shall furnish to City goods as designated by the City on an as-ordered basis upon receipt of a written order from the City (each, a "Purchase Order"), for the following goods:

Line No.	Item	Quantity	Unit	Extended
	1" IPERL Meter TR/PL 1 CF	1	\$238.00	\$238.00
	1" ally Remote Disconnect Meter TR/PL 1 CF	1	\$509.00	\$509.00
	520M Single Port SmartPoint Radio Transmitter	1	\$170.00	\$170.00
	CommandLink II Bluetooth Device	1	\$695.00	\$695.00
	M400B2 Basestation	1	\$37,000.00	\$37,000.00
	2" OMNI+ R2 Register Only	1	\$435.00	\$435.00
	3" OMNI+ C2 Register Only	1	\$460.00	\$460.00
	OMNI+ C2/T2/F2 All- Register Only	1	\$460.00	\$460.00

And such other goods ordered by the City.

Exhibit "B"
Delivery Schedule

Contractor shall deliver goods reflected within a Purchase Order to the City within eight (8) weeks of receipt of the Purchase Order.

Exhibit "C"
Fee Schedule

See Exhibit 'A'

For goods the price of which is not specified in the table in Exhibit A, the pricing shall be equal to the most favorable pricing the Contractor provides to any person.

Dollar Amount: The collective sum of all Purchase Orders shall not exceed \$200,000.00



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.18
SUBJECT: Amendment to the annual contract with San Joaquin Chemicals, Inc. for the purchase of coagulants in FY2023/24.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute an amendment to the annual contract with San Joaquin Chemicals, Inc. for a total amount of \$210,000.00 for the purchase of coagulants in FY24.

STAFF CONTACT:

Shane Carlsen, Treatment Plant Superintendent, (530) 661-2054,
shane.carlsen@cityofwoodland.gov.

COUNCIL GOAL:

Ensure that the City's physical infrastructure is planned, funded, and maintained to provide for current and future community needs, in support of commercial, recreational, and environmental requirements and standards, while managing the overall cost consistent with available resources.

FISCAL IMPACT:

No General Fund Impact. The requested \$40,000 additional in contract limit can be accommodated in the existing authorized sewer enterprise budget for FY 2023/24.

BACKGROUND:

The use of coagulant chemicals is necessary for the wastewater treatment process at the Water Pollution Control Facility (WPCF) to meet the requirements of the City's National Pollutant Discharge Elimination System permit regulated by the Regional Water Quality Control Board. Coagulants act to increase the efficiency of the filtration system at the WPCF, and are especially important in maintaining acceptable final effluent quality during the treatment process.

DISCUSSION:

The average annual cost for coagulants has increased since the transition from groundwater to surface water. Generally, the annual cost is around \$170,000; however, it may be necessary to purchase above average amounts of coagulant with variability of water quality flowing into the plant, as was the case in the current year.

The City Council approved a multiyear contract with San Joaquin Chemicals for the purchase of coagulant on October 23, 2019. The contract caps the annual amount of chemicals purchased at \$170,000.00. The dosing required to meet effluent standards has increased the volume of chemicals used this year and necessitates ordering an additional \$40,000 in chemicals for FY24, bringing the total need to \$210,000. Staff is requesting authority to increase the contract by that amount.

CONCLUSION:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute an amendment to the annual contract with San Joaquin Chemicals, Inc. for a total amount of \$210,000.00 for the purchase of coagulants in FY24.

Prepared by: Shane Carlsen, Treatment Plant Superintendent

Reviewed by: Craig Locke, Public Works Director

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

Ken Hiatt
City Manager

Attachments:

1. SJC Coagulants Resolution
2. SJC Change Order #1
3. SJC Agreement - 10.23.2019

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE PURCHASE OF COAGULANTS FROM SAN JOAQUIN
CHEMICALS, INC. TO INCREASE AMOUNT NOT-TO-EXCEED TO \$210,000
FOR FY 24**

WHEREAS, the use of coagulant chemicals as part of the wastewater treatment process at the City's Water Pollution Control Facility (WPCF) is required to meet the City's National Pollutant Discharge Elimination System (NPDES) permit regulated by the Regional Water Quality Control Board; and

WHEREAS, coagulants act to increase the efficiency of the filtration system at the WPCF and are especially important in maintaining acceptable final effluent quality during treatment process upsets; and

WHEREAS, based on years of success with coagulants provided by San Joaquin Chemicals, Inc. the City entered into a multiyear contract with San Joaquin Chemicals to provide these coagulants; and

WHEREAS, the terms of the contract shall be in effect from October 23rd 2019 through June 30th 2025 and is limited to an initial amount of \$170,000 annually; and

WHEREAS, the City Manager has determined that through the competitive bidding process that San Joaquin Chemicals, Inc. is the lowest bidder for coagulants for the treatment of wastewater and it is in the best interests of the City and its administrative operations based on the foregoing facts; and

WHEREAS, funding for these chemicals has been previously approved in the current FY24 budget and no additional funds are being requested.

NOW, THEREFORE, BE IT RESOLVED

SECTION 1. The above recitals are true and correct and adopted herein by this reference.

SECTION 2. That the City Council hereby approves and adopts the City Manager's determination that San Joaquin Chemicals, Inc. was the lowest bid for coagulants for the wastewater treatment plant for an amount of \$850,000 (\$170,000 annually) for the duration of the agreement beginning on October 15th 2019 and continuing through June 30th 2024, is in the best interests of the City and approves award of a contract to San Joaquin Chemicals, Inc. for the same.

SECTION 3. That the City Council hereby authorizes The City Manager Staff to execute an amendment to the annual contract with San Joaquin Chemicals, Inc. for a total amount of \$210,000.00 for FY24.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez, MMC, City Clerk



CONTRACT CHANGE ORDER No. 01

Change Requested by: ☐ Engineer ☒ Contractor

PROJECT:

Extra Work - Coagulant Services Provided by San Joaquin Chemicals

TO:

San Joaquin Chemicals

You are directed to make the following changes from the plans and specifications or do the following described work not included in the plans and specifications for this contract.

Provide additional work in accordance with Part III "Terms", Sections 3.3.4 "Extra Work" of the contract documents:

The purpose of this change order includes:

Adding extra work which will increase the Agreement NTE amount by \$40,000.

All Work and Materials as follows:

PCO #/ Bid Item #	Description	Quantity	Unit	Unit Price	Cost
	Extra Work	58,800±	1	0.68	\$40,000
					\$0.00
					\$0.00
					\$0.00
Net Change					\$ 40,000.00

Original Contract Amount:	\$170,000.00
Previous Change Orders: none	0
Current Contract Amount:	\$170,000.00
Current Change Order No. 01:	\$40,000.00
Adjusted Contract Amount:	\$210,000.00
Total Time Of Completion Per Contract+ Executed CCOs:	5 years
Adjustment To Time Of Completion (This CCO):	0
New Total Time Of Completion Per Contract:	5 years

Estimated Cost: ☐ Decrease ☒ Increase **\$40,000.00**

Approved By

Signature	Date
Ken Hiatt, City Manager	

Execution of this Change Order by the Contractor constitutes a binding accord and satisfaction that fully satisfies, waives, and releases the City from all claims, demands, costs, and liabilities, in contract, law or equity, arising out of or related to the subject of the change order, whether known or unknown, including but not limited to direct and indirect costs and/or damages for delay, disruption, acceleration, loss of productivity, and stacking of trades, as well as any and all consequential damages.

Contractor Acceptance By

Signature		Date
	Authorized Contractor Representative	

AGREEMENT FOR CHEMICAL SERVICES

1. PARTIES AND DATE.

This Agreement for Chemical Services ("Agreement") is made and entered into this 23rd day of October, 2019, by and between the City of Woodland, ("City") and San Joaquin Chemicals, Inc. a Coagulant/chemical manufacture/supplier, with its principal place of business at 4684 E. Hedges Ave, Fresno, California 93703 ("Contractor"). City and Contractor are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Contractor.

Contractor desires to perform and assume responsibility for the provision of certain chemical services required by City on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing chemical services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Contractor to render such services for the project ("Project") as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Contractor promises and agrees to furnish to City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the services and advice on various issues affecting the decisions of City regarding the Project and on other programs and matters affecting City ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from the date first specified above to **June 30, 2025**, unless earlier terminated as provided herein. City shall have the unilateral option, at its sole discretion, to renew this Agreement annually for no more than **two (2) additional one-year terms**. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Contractor.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Contractor or under its supervision. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this

Agreement. City retains Contractor on an independent contractor basis and not as an employee of City. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of City and shall at all times be under Contractor's exclusive direction and control. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

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

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

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

3.2.5 City's Representative. City hereby designates the Chief Plant Operator, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of City for all purposes under this Agreement. Contractor shall not accept direction or orders from any person other than City's Representative or his or her designee.

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

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

3.2.8 Standard of Care; Performance of Employees. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by contractors in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the calling necessary to perform the Services. Contractor warrants that all employees and subcontractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Contractor represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including any required business license, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Contractor shall perform, at its own cost and expense and without reimbursement from City, any services necessary to correct errors or omissions which are caused by Contractor's failure to comply with the standard of care provided for herein, and shall be fully responsible to City for all damages and other liabilities provided for in the indemnification provisions of this Agreement arising from the Contractor's errors and omissions. Any employee of Contractor or its subcontractors who is determined by City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to City, shall be promptly removed from the Project by Contractor and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Services. If Contractor performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to City, Contractor shall be solely responsible for all costs arising therefrom. Contractor shall defend, indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

(a) Time for Compliance. Contractor shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Contractor, its agents, representatives, employees or subcontractors. Contractor shall not commence work under this Agreement until it has provided evidence satisfactory to City that it has secured all insurance required under this section. In addition, Contractor shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to City that the subcontractor has secured all insurance required under this section.

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

(i) Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as the latest version of the Insurance Services Office "occurrence" form CG 0001, with minimum limits of at least \$1,000,000 per

occurrence. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions limiting coverage for (1) products and completed operations; (2) contractual liability; (3) third party action over claims; or (4) cross liability exclusion for claims or suits by one insured against another.

(ii) **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as the latest version of Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1) with minimum limits of \$1,000,000 each accident. The policy is to contain, or be endorsed to contain the following provisions: Pollution Liability – Broadened Coverage for Autos using ISO Form CA 9948, or an endorsement containing the exact same coverage and endorsement for Motor Carrier Policies of Insurance for Public Liability Under Sections 29 and 30 of the Motor Carrier Act of 1980 – Form MCS 90. In the event that the automobile liability policy contains an exclusion for Wrong Delivery of Liquid Products, ISO Form CA 23 05, or similar exclusion endorsement, the general liability policy shall be endorsed to provide this coverage.

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

(iv) **Contractors Pollution Liability:** Contractors Pollution Liability Insurance covering all of Contractor's operations to include onsite and offsite coverage for bodily injury (including death and mental anguish), property damage, defense costs and cleanup costs with minimum limits of \$5 million per loss and \$10 million total all losses. Non-owned disposal site coverage shall be provided if handling, storing or generating hazardous materials or any material/substance otherwise regulated under environmental laws/regulations.

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

(c) **Endorsements.**

(i) The policy or policies of insurance required by Section 3.2.10(b) (i) Commercial General Liability and (ii) Automobile Liability Insurance and (iv) Contractor's Pollution Liability shall be endorsed to provide the following:

- (1) **Additional Insured:** City, its directors, members, officials, officers, employees and agents shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Endorsements shall be issued on a combination of ISO CG 20 10 and CG 20 37 or exact equivalents. Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Contractor; or (4) contain any other exclusions contrary to the Agreement.
- (2) **Primary Insurance and Non-Contributing Insurance:** This insurance shall be primary and any other insurance, deductible, or self-

insurance maintained by the City, its directors, members, officials, officers, employees and agents shall not contribute with this primary insurance.

- (3) Severability: In the event of one insured, whether named or additional, incurs liability to any other of the insureds, whether named or additional, the policy shall cover the insured against whom claim is or may be made in the same manner as if separate policies had been issued to each insured, except that the limits of insurance shall not be increased thereby.
- (4) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon City except ten (10) days prior written notice shall be allowed for non-payment of premium.
- (5) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the City, its directors, members, officials, officers, employees and agents.
- (6) Duties: Any failure by the named insured to comply with reporting provisions of the policy or breaches or violations of warranties shall not affect coverage provided to the City, its directors, members, officials, officers, employees and agents.
- (7) Applicability: That the coverage provided therein shall apply to the obligations assumed by Contractor under the indemnity provisions of the Agreement, unless the policy or policies contain a blanket form of contractual liability coverage.

(ii) The policy or policies of insurance required by Section 3.2.10(b) (iii) Workers' Compensation shall be endorsed, as follows:

- (1) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the City, its directors, members, officials, officers, employees and agents.
- (2) Cancellation: The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon City except ten (10) days prior written notice shall be allowed for non-payment of premium.

(d) Deductible. Any deductible or self-insured retention must be approved in writing by City and shall protect the City, its directors, members, officials, officers, employees and agents in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

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

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

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

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

(h) Insurance for Subcontractors. Contractor shall be responsible for causing subcontractors to purchase the appropriate insurance in compliance with the terms of this Agreement, including adding City as an Additional Insured to the subcontractor's policies.

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

3.3 Fees and Payments.

3.3.1 Compensation. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. Any applicable taxes are already included in the pricing set forth in Exhibit "C." The total compensation shall not exceed **One hundred seventy thousand dollars (\$170,000)** without approval of City Council . Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

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

3.3.3 Reimbursement for Expenses. Contractor shall not be reimbursed for any expenses unless authorized in writing by City.

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

3.3.5 Rate Increases. In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth in Exhibit "C" shall be adjusted each year at the time of renewal in accordance with the Consumer Price Index, or at the percentage rate set forth in Exhibit "C."

3.4 Accounting Records.

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

3.5 Delivery of Goods.

3.5.1 Delivery Hours. Contractor shall deliver goods within three business days of a confirmed request for each delivery. Hours of delivery shall be Monday through Friday, 7:00 AM to 11:00 AM and 12:00 PM to 3:030 PM.

3.5.2 Delivery Equipment. Contractor's delivery personnel shall have the applicable adapter/connectors and hoses to complete the delivery.

3.5.3 Delivery Quantity. Quantities of goods ordered may increase or decrease to meet the requirements of the City during the duration of this Agreement. The City does not guarantee a minimum quantity, and the City reserves the right to purchase more or less product units on an as-needed basis.

3.5.4 Certificate of Analysis. A certificate of is required with each load before the goods can be unloaded.

3.5.5 Samples. Delivery vehicles shall be equipped to safely provide samples of Goods, before off loading.

3.5.6 Weight-Master's Certificate. A weight-master's certificate shall be included at the time of delivery. The certificates shall show the weight of the material delivered. If a split transport load is handled, Contractor shall furnish a second weight-master's certificate within one (1) hour of the original shipment.

3.5.7 MSDS/SDS. Under this Agreement, a manufacturer's Material Safety Data Sheet (MSDS) or Safety Data Sheet (SDS) shall be included with the first delivery of the goods or after any change in composition of the product, a change in manufacturing process, a change in supplier, or a change in labeling/packaging of the product.

3.5.8 Location. Deliveries shall be made to:

City of Woodland, Wastewater Pollution Control Facility
42929 County Road 24 Woodland, CA 95776
Attn: Shane Carlsen, Chief Plant Operator

3.5.9 Inspection. Delivery does not constitute acceptance. The City reserves the right to inspect any goods for conformance with the specifications contained herein. Goods discovered to be in noncompliance shall be returned and immediately replaced with conforming goods at Contractor's sole expense. The City shall be reimbursed for any additional cost incurred as a result of Contractor's lack of conformance.

3.5.10 Personal Protective Equipment (PPE). Contractor shall wear appropriate PPE when taking samples and off-loading product.

3.5.11 Emergency Spill Plan. In the event of accidents or spills on City property, Contractor shall follow the procedures of its emergency spill plan. The emergency spill plan shall include, at a minimum, the annual training the delivery driver receives to deal with material spills, emergency equipment the delivery truck has on board, the type and frequency of equipment inspections, emergency contact telephone numbers and names of personnel the City can contact in case of problems. Contractor shall provide a copy of its emergency spill plan to City and any updates thereto prior to initiating delivery of any goods under this Agreement

3.5.12 Safety and Compliance with the Law. Contractor and goods provided shall comply with all applicable laws and regulations of the federal, state and local government including Cal/OSHA requirements, requirements for verification of employees' legal right to work in the United States, air pollution control laws and regulations as applicable to the Contractor, and all relevant U.S. Department of Transportation or Department of Homeland Security regulations pertaining to transportation of hazardous waste, substances and/or materials, as those regulations may be amended from time to time and/or incorporated into state or local laws, regulations and ordinances. If requested, Contractor shall supply to the City information regarding the Contractor's safety ratings, safety audits and implementation of security plans or measures for complying with said regulations. Contractor is responsible for all costs of clean up and/or removal of hazardous and toxic substances spilled as a result of its services or operations provided under this Agreement.

3.5.13 Warranty. Contractor warrants that the goods delivered hereunder meet the Current ANSI standard for coagulants and polymers.

3.6 General Provisions.

3.6.1 Termination of Agreement.

(a) Grounds for Termination. City may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been fully and adequately rendered to City through the effective date of the termination, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause.

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

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

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

Contractor:

San Joaquin Chemicals, Inc.
4684 E. Hedges Ave.
Fresno, California, 93703
Karl Domm, Vice President.

City:

City of Woodland
300 First Street
Woodland, CA 95695
Attn: Shane Carlsen, Public Works Department

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

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

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

3.6.5 Indemnification. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged negligent acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, subcontractors and subcontractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages, attorneys' fees and other related costs and expenses. Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against City, its directors, officials, officers, employees, agents or volunteers. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against City or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding. Contractor shall reimburse City and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs, including reasonable attorneys' fees, incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by City or its directors, officials, officers, employees, agents or volunteers. Notwithstanding the foregoing, to the extent Contractor's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor. This section shall survive any expiration or termination of this Agreement.

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

3.6.7 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Yolo County.

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

3.6.9 City's Right to Employ Other Contractors. City reserves the right to employ other Contractors in connection with this Project.

3.6.10 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

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

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

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

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

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

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

3.6.17 Prohibited Interests. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.6.18 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Contractor shall also comply with all relevant provisions of any minority business enterprise program, affirmative action plan or other related programs or guidelines currently in effect or hereinafter enacted.

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

3.6.20 Authority to Enter Agreement. Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

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

3.6.22 Employment Adverse to City. Contractor shall notify City, and shall obtain City's written consent, prior to accepting work to assist with or participate in a third-party lawsuit or other legal or administrative proceeding against City during the term of this Agreement.

3.6.23 Conflict of Employment. Employment by Contractor of personnel currently on the payroll of City shall not be permitted in the performance of this Agreement, even though such employment may occur outside of the employee's regular working hours or on weekends, holidays or vacation time. Further, the employment by Contractor of personnel who have been on City's payroll within one year prior to the date of execution of this Agreement, where this employment is caused by and or dependent upon Contractor securing this or related Agreements with City, is prohibited.

3.6.24 Survival. All rights and obligations hereunder that by their nature are to continue after any expiration or termination of this Agreement, including, but not limited to, the indemnification and confidentiality obligations, and the obligations related to receipt of subpoenas or court orders, shall survive any such expiration or termination.

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

SIGNATURES ON FOLLOWING PAGE

**SIGNATURE PAGE FOR AGREEMENT
FOR CHEMICAL SERVICES**

IN WITNESS WHEREOF, this Agreement was executed on the date first written above.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF WOODLAND

[INSERT NAME OF CONTRACTOR]

By: 
Paul Navazio
City Manager

By: 

Its: 

Printed Name: Karl Domm

ATTEST:

By: 
City Clerk

APPROVED AS TO FORM:

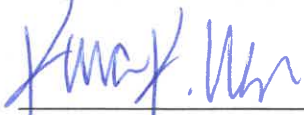
By: 
City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

1. GENERAL INFORMATION

The City is requesting proposals from qualified vendors with experience servicing cities and/or counties, to provide aluminum-based coagulants and polymers for wastewater treatment. The vendor will provide a full range of professional services including but not necessarily limited to:

- Coagulant testing, analysis, and timely recommendations to formulation changes.
- Provide on-site product testing, Staff training if needed.
- Detailed reports, follow-up site visits with any recommendations if testing determined a change is needed in dose of coagulant formula.
- Supplemental site visit if plant experiences upset conditions or the coagulant is not performing as expected in the filters.
- Minimum Three (3) site visits per year.

The Contract will be for one (1) five (5) year term November 1, 2019 through June 30, 2024 with the option of two (2) one (1) year extensions.

The Water Pollution Control Facility is located at 42929 County Road 24, Woodland, California 95776. The City of Woodland provides water and wastewater to the Woodland residents. The City operates an MLE/tertiary treatment plant that provides consistent high quality title 22 recycled water for industrial and irrigation uses. The WPCF treatment plant uses coagulation, to enhance cloth media filters performance with a design capacity of 10.4 million gallons per day (MGD).

Estimated quantity required is 250,000 pounds per one (1) year, approximately 32,000 to 35,000 pounds per load (bulk).

2. TECHNICAL SPECIFICATIONS/PERFORMANCE STANDARDS

Services performed under the contract shall be subject to inspection and approval by the Chief Plant Operator. This section outlines the minimum acceptable standards.

A. Quality Assurance

1. Reference Standards. All coagulant or coagulant blends shall meet the requirements of the following except where more detailed or stringent requirements are indicated by the contract documents.
 - ASTM – Testing Methods and Materials
 - NSF – For treatment of wastewater/water.
 - ANSI – For treatment of wastewater/water

2. Experience: Vendors shall have a minimum of three (3) years certifiable experience in the type of coagulant proposed.

B. Delivery Requirements

- I. Product Delivery Requirements. Product will be ordered “as needed” and be billed as such. The product shall be delivered FOB to the City of Woodland, Water Pollution Control Facility at 42929 County Road 24, Woodland, CA 95776.

Vendor shall provide for the delivery of the coagulant in a timely manner as specified below. Delivery shall meet all OSHA and DOT regulations and any other Federal and State regulations that are applicable.

A Safety Data Sheet (SDS) and quality control data shall be provided with each delivery. The product that is delivered is subject to inspection and testing by the City of Woodland personnel. Bulk delivery shall be off loaded to bulk storage via compressed air supplied by the tractor/trailer.

No shipment will be allowed to be unloaded without prior consent from plant personnel on-site. **All drivers shall wear all necessary personal protection equipment while connecting, unloading, and disconnecting containers.**

Successful Vendor shall be able to deliver Coagulant within three (3) working days after request and overnight in cases of emergencies. Delivery hours are Monday thru Friday from 8:00 AM to 3:00 PM. Notify Plant Operators twenty-four (24) hours prior to delivery to the WPCF at (530) 661-2054.

3. RESPONSE TIMES

The Contractor shall be available 24/7 via cell phone and shall respond to an emergency within two (2) hours of initial contact during the Contractor’s regular business hours and within (4) hours after hours and weekends at the rate specified in the cost proposal. Successful Contractor will provide the City with their regular business hours and the emergency phone numbers of contracted staff. All contracted staff must have a cell phone, provided to them by the Contractor, while working at the City. The Contractor must inform the City of any contact information changes within 24 hours after the change has taken effect.

4. CONTRACTOR MINIMUM REQUIREMENTS

A. MINIMUM QUALIFICATIONS:

1. Contractor shall possess all applicable licenses, permits and insurance required by the State of California and the City to perform Services as specified herein. All costs thereof shall be deemed included in the price proposed for these Services. Such licenses and certifications are to be presented to the City with this proposal.
2. Contractor shall have a minimum of three (3) years certifiable

experience in the type of coagulant proposed and doing business in California.

3. Three (3) municipal references using the proposed product or similar product successfully are to be included with the proposal.
4. The Contractor must demonstrate in their proposal the ability to meet the commence service date identified in PART 1 GENERAL CONDITIONS; Section 5 titled Schedule of Bid Period Activities.
5. The Contractor must have qualified staff with identifiable support personnel dedicated to the sole purpose of assuring the supply of adequate and competent services.
6. The Contractor must have a central office capable of supervising and monitoring this service and the satisfactory completion of the contract work scope.

B. MINIMUM WORK REQUIREMENTS:

1. The Contractor shall ensure employees are qualified to operate equipment. The Contractor shall maintain records of each individual's training and certifications. The Contractor shall ensure that all employees are properly trained in the application and mixing of chemicals used and wear appropriate protective equipment where applicable.
2. Contractor employees shall be required to wear a photo name badge for identification purposes.

C. SAFETY REQUIREMENTS:

All services must comply with current safety orders of the California Department of Industrial Relations and CAL/O.S.H.A. (California/Occupational Safety and Health Administration).

D. PERFORMANCE, SUBMITTALS & WARRANTIES

- a. Contractor shall ensure that all chemicals and other supplies will be used in accordance with all federal, state, and local laws.
- b. The City, in advance of any application, must approve all chemicals and supplies to be used. Contractor shall comply with Material Safety Data Sheets (MSDS), Safety Data Sheets (SDS) and Technical Analysis Data Sheets and they must be on-site and available for all chemicals stored and used within the service area on the first day of the contract.

- c. Coagulant shall be a primary coagulant for wastewater filtration and shall be fed straight without dilution.
- d. Coagulant shall produce a dense, rapid forming, easy to settle floc.
- e. Coagulant shall be free of odor.
- f. Product shall not produce a film on the surface of the water in the filtering process.
- g. Coagulant shall be in liquid form and 100% miscible with water in all proportions.
- h. Product shall be free of algae, fungus or any other biological growth and shall not increase TOC concentrations in finished water.
- i. Product shall contain no substance in quantities capable of producing deleterious or injurious effects to health of those using water that has been properly treated. A service representative shall be available within twenty-four (24) hours after summons, to provide guidance and assistance, as needed, in the application and use of this product.
- j. The product must perform equal or better than similar products now in use, as compared to trended data of plant process instrumentation for the following: **Turbidity, UV transmittance, PH, and coliform**. Grab samples for turbidity shall be collected with jar testing.
- k. Product offered must meet or exceed all EPA, or other regulatory agencies requirements for the treatment of wastewater.
- l. The proposal shall include vendor's recommendations and instructions for product to provide wastewater filtration. The contractor shall supply the manufacturer's name and the manufacturing location for the product.
- m. The Vendor shall demonstrate the proposed coagulant's ability to perform effectively on the water being treated. All costs related to the jar testing are paid by the Vendor and shall be conducted under the supervision of the WPCF plant staff. In addition, a sample of the proposed product shall be left with the WPCF plant personnel to conduct additional jar testing by plant personnel. Vendor shall arrange for jar testing with Shane Carlsen, Chief Plant Operator, by contacting him at (530) 661-2054 or at shane.carlsen@cityofwoodland.org

- n. The unit price shall be in product wet pounds of shipment that is delivered, Coagulant shall be priced on a bulk rate basis at approximately 32,000 to 35,000 pounds per load (bulk).
- o. Notwithstanding any other provisions of this proposal, the contractor warrants that the materials, supplies, and services furnished shall be of the most suitable grade. Such warranties shall include performance, workmanship, labor, and materials.
- p. The successful vendor shall remove the product from the City of Woodland, Water Pollution Control Facility (WPCF) immediately upon substantial proof that the product offered is not performing the expected results as per specifications above. The WPCF Chief Plant Operator or Manager will notify the successful vendor of unacceptable results in product performance and/or failure to meet specified requirements. The WPCF Chief Plant Operator or Manager decision shall be final. A period of two (2) weeks will be allowed for removal of product.
- q. Contractor shall exercise due care to protect all existing facilities, structures, and utilities. Any damage to City property due to Contractor neglect shall be corrected or paid for by the Contractor. Any damage to property or other problems shall be reported immediately.

E. INVOICING:

1. Services Invoice:

The Contractor will mail invoices directly to the WPCF. The Contractor will provide the following breakdown of information in written form on each invoice or as directed otherwise:

- (a) Location/City Department
- (b) Type & date of services performed (Exhibit "A" of the Agreement)
- (c) Cost of Service
- (d) Name of technician(s) who performed service.

5. AWARDED CONTRACTOR REQUIREMENTS

- A. Upon acceptance of the proposal, the Contractor shall assign a Project Manager. The Project Manager shall be responsible for overseeing the management of the work.
- B. The successful Contractor must supply all insurance requirements as required in the Agreement for Services attached hereto as Exhibit "C".

EXHIBIT "B"

COMPENSATION

The undersigned Vendor hereby proposes to furnish the following product, as described herein, for the price of:

ATTACHMENTS	QUANTITY	DESCRIPTION	UNIT PRICE (PER POUND)	EXTENDED COST
Jar Testing Results and Recommended Dosages	250,000 Pounds (Estimated Yearly Usage)	Liquid Aluminum-Based Coagulants or Poly-aluminum chlorohydrate solution, Polymers. *Submit pricing based on a bulk rate at approximately 32,000 to 35,000 pounds per load. *Pricing includes full range of professional services as detailed in the RFP	.68 ¢	\$170,000. ⁰⁰
		Base Product Name: <u>Reagent P</u> <u>3-5 emergency</u> <u>7-10 normal</u> Delivery in Days (ARO):		

In the event that this Agreement is renewed pursuant to Section 3.1.2, the first renewal period shall be from **July 1, 2024 – June 30, 2025**. The second renewal period shall be from **July 1, 2025 – June 30, 2026**.

In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth above shall be adjusted each year at the time of renewal described in Exhibit "A" in accordance with the Consumer Price Index.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.19
SUBJECT: Authorization of appropriations of \$60,000 to the Facilities Replacement Fund (Fund 2011) for Police Department Booster Pump and associated HVAC Design/Consultant

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve Resolution No. _____, authorizing appropriations of \$60,000 to the Facilities Replacement Fund (Fund 2011) for the Police Department Booster pump project and associated consulting fees.

STAFF CONTACT:

Reece Ulrich, Fleet & Facilities Manager, (530) 661-5828; reece.ulrich@cityofwoodland.gov

COUNCIL GOAL:

Maintain City Infrastructure – providing reliable building systems for the needs of the Woodland Police Department

FISCAL IMPACT:

The approved FY2023/24 budget for the Facilities Replacement Fund (Fund 2011) did not anticipate the need for HVAC repairs or replacement at the Police Department, and all funds have been committed to other projects. To complete the necessary repairs, an additional appropriation of \$60,000 is required.

BACKGROUND:

The HVAC system at the Woodland Police Department has been having difficulty providing adequate temperature control within the building throughout the year. Staff identified problems with the boilers, and temporary repairs were made to provide heat this winter, but a long-term solution needs to be identified. The complexity of the system requires a stationary engineer to design the repairs. Reviewing the design to replace the failing system also provides an opportunity to incorporate newer, more efficient equipment in the building.

DISCUSSION:

During a response to a complaint of low water pressure at the Police Department, staff noted that the booster pumps, which provide pressure to all the building's systems, were in need of replacement. There are two booster pumps (one for redundancy), and one is completely offline, while the other is failing. The cost to rebuild a single booster pump is similar to replacing both pumps with a 'skid' which includes a variable speed drive to provide a broader range of flows. Staff is recommending purchase of this skid.

While replacing the pump will certainly improve the water pressure in the building and the function of the chiller and HVAC system in general, there are many remaining components of the HVAC system that are at the end of their useful lives. Staff will use a portion of the recommended appropriation to engage a HVAC consultant designer to identify associated mechanical equipment requiring replacement and to recommend the most cost-efficient alternative. The consultant can provide plans and specifications for a design-bid-build solution or recommend alternative project delivery mechanisms.

CONCLUSION:

Staff recommends that the City Council approve Resolution No. _____, authorizing appropriations of \$60,000 to the Facilities Replacement Fund (Fund 2011) for the Police Department Booster pump project and associated consulting fees.

Prepared by: Reece Ulrich, Fleet & Facilities Manager

Reviewed by: Craig Locke, Public Works Director

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

Ken Hiatt
City Manager

Attachments:

1. 24.04.30 Resolution PD Booster Pump

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING APPROPRIATIONS OF \$60,000 TO THE FACILITIES REPLACEMENT
FUND (FUND 2011) TO MAINTAIN THE WOODLAND POLICE DEPARTMENT'S
HVAC INFRASTRUCTURE**

WHEREAS, the City is required to provide a safe environment and adequate climate control for staff and detainees at the Police Department building; and

WHEREAS, the current climate control system is rapidly approaching end of life and is functioning in a diminished capacity; and

WHEREAS, the failure of the remaining booster pump would restrict water flow, causing critical building infrastructure to fail and there is no backup; and

WHEREAS, City staff lacks the expertise to design repairs and modifications necessary to the HVAC System and knowledge of all potential alternatives of achieving that end; and

WHEREAS, the approved FY2023/24 budget for the Facilities Replacement Fund (Fund 2011) did not anticipate expenditures related to the Police Department HVAC system; and

WHEREAS, the City Council wishes to augment the budget of the Facilities Replacement Fund (Fund 2011) through an additional appropriation of \$60,000 to address these imminent concerns.

NOW, THEREFORE, BE IT RESOLVED

SECTION 1. The above recitals are true and correct and adopted herein by this reference.

SECTION 2. That the City Council hereby authorizes the City Manager to increase the budget of the Facilities Replacement Fund (Fund 2011) by \$60,000

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Tania Garcia-Cadena, Mayor

Ana B. Gonzalez, MMC, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: H.20
SUBJECT: Woodland's Membership in the Yolo County Regional Resilience Collaborative

Recommendation for Action: Staff recommends that the City Council authorize the City Manager to sign a partnership agreement between co-applicants for the Yolo County Regional Resilience Collaborative.

Staff Contact:

Spencer Bowen, Communication & Strategic Policies Analyst | spencer.bowen@cityofwoodland.gov; (530) 661-5808

Fiscal Impact:

The only City resource committed to this effort is staff time. After approval, staff can begin billing applicable hours toward the awarded grant.

Background:

For over a year, City staff worked closely with our local colleagues and the County of Yolo to prepare an application for the Regional Resilience Grant Program (RRGP), funded by the Integrated Climate Adaptation and Resiliency Program (ICARP), which is housed within the Governor's Office of Planning and Research (OPR). In December 2023, we were selected as a Round 1 Grantee. The attached partnership agreement will allow the City to formally enter an agreement to execute the grant's project proposal.

Discussion:

The Regional Resilience Collaborative will result in Yolo County's first-ever governance structure for regional resilience collaboration; a needs assessment that identifies regional resilience priorities, informed by in-depth community engagement and partnership; project descriptions for shovel-ready resilience projects; and a funding and implementation strategy, all of which will further climate resilience work in the short term. Long-term, the Collaborative will utilize the funding and implementation strategy to pursue additional grant funding to implement shared priorities, share knowledge and resources to improve project outcomes, and increase the capacity of public agencies and community-based organizations that support vulnerable communities.

In summary, with funding from this program, Yolo County and Regional Partners like the City of Woodland will better align existing planning efforts and establish a formal, ongoing Collaborative to advance shared resilience priorities and position us competitively for future funding opportunities.

Conclusion:

Staff recommends that the City Council authorize the City Manager to sign a partnership agreement between co-applicants for the Yolo County Regional Resilience Collaborative.

Prepared by: Spencer Bowen, Communication & Strategic Policies Analyst



Ken Hiatt
City Manager

Attachments:

1. RRGP_Round1_Partnership_Agreement_FINAL for Signature
2. OPR Press Release Announcing Successful Award

PARTNERSHIP AGREEMENT BETWEEN CO-APPLICANTS FOR YOLO COUNTY REGIONAL RESILIENCE COLLABORATIVE

This Partnership Agreement between Co-Applicants for the Yolo County Regional Resilience Collaborative Project (“Agreement”) is made and entered into this ____ day of _____, 2024, by and between County of Yolo, City of Davis, City of Woodland, the Yocha Dehe Wintun Nation a federally recognized tribal government, The Regents of the University of California, on behalf of its Davis Campus, Cool Davis, and Valley Vision (each a “Partner” and collectively the “Partners”).¹

1. General Terms and Conditions

1.1 Background and Recitals

A. This Agreement is entered into pursuant to requirements of the Regional Resilience Grant Program (“RRGP”) and the associated project proposal submitted by the Partners (“Proposal”) and memorializes basic terms to govern the planning and implementation of the scope of work included in the Proposal.

B. Through this Agreement, the Partners commit to work together to implement the project funded by the RRGP grant. The County of Yolo (the “Lead Applicant”) and the Co-Applicants (as defined below)² have developed the project included in the Proposal with the understanding of the RRGP program requirements and are prepared to lead and participate for the term of the RRGP grant.

C. Through RRGP, the Integrated Climate Adaptation and Resiliency Program (“ICARP”), housed in the Governor’s Office of Planning and Research (“OPR”) funds regional climate resilience efforts, including identifying climate resilience priorities, building capacity, and implementing projects that respond to a region’s greatest climate risks.

D. **The County of Yolo** will be the grantee responsible for the grant from OPR (“RRGP Grant”) to fund project activities within **Yolo County** as depicted in the attachment (the “Project Area”): **[Project Area Map]**.

E. The other Partners (“Co-Applicants”) fully support the objectives, goals, strategies, and projects identified within the submitted and ultimately approved RRGP Grant Application, and the Partners agreed to support the project in their roles identified as Co-Applicants in the RRGP Grant Application.

¹ The use of the words “partnership,” “partner,” and “partners” in this Agreement is meant to describe the collaborative relationship among the parties, and not intended to create or describe a legal partnership, joint powers agency, or other joint venture.

² Lead Applicant (County of Yolo) is defined by OPR as the managing applicant; Co-Applicant (City of Davis, City of Woodland, the Yocha Dehe Wintun Nation a federally recognized tribal government, The Regents of the University of California, on behalf of its Davis Campus, Cool Davis, and Valley Vision) is defined by OPR as a partner applicant.

F. OPR requires this Agreement to set forth the agreed upon terms of operation required to implement the Proposal, including but not limited to, the expectations and responsibilities of the Partners, legal and financial terms, and community engagement and decision-making processes.

G. Partners desire to enter into this Agreement in order to establish a collaborative stakeholder structure for matters pertaining to the RRGP Grant and the implementation of the scope of work within the Project Area within **Yolo County**.

H. This Agreement is entered into pursuant to requirements of the RRGP and Proposal and memorializes basic terms to govern the planning and implementation of the scope of work included in the RRGP Proposal.

2. Roles and Responsibilities

2.1 Lead Applicant

As the Lead Applicant, **the County of Yolo** commits to all duties and responsibilities corresponding to the Lead Applicant role under the Proposal for the term of the RRGP Grant. **The County of Yolo** is fully committed to the activities and deliverables of the Proposal, the requirements of the RRGP Grant, and the stipulations of this Agreement, and agrees to take all actions necessary to effectuate the express written requirements of the RRGP Grant in accordance with the State of California requirements.

As Lead Applicant, **the County of Yolo's** responsibilities include but are not limited to:

- a. Commitment to Co-Applicants
 - a. Commitment to planning and implementation schedule;
 - b. Commitment to work collaboratively;
 - c. Commitment to leverage available funds; and
 - d. Commitment to pursue funding opportunities in partnership with a grant writer and co-applicants.
- b. Roles and Responsibilities
 - a. Coordinating all components of the RRGP Proposal and processing the approval of the RRGP Proposal through OPR as may be reasonably necessary or appropriate;
 - b. Overseeing and coordinating the RRGP Proposal project;
 - c. Submitting all invoices and associated summary reports and annual reports to the RRGP staff;
 - d. Participating in regular check-in meetings with RRGP staff;
 - e. Providing reasonable staff support during the entirety of the grant term; and
 - f. Achieving and monitoring goals and associated indicators as defined by the RRGP Proposal and the RRGP Grant Guidelines.
- c. Governance
 - a. The County of Yolo will play a critical role in coordinating and facilitating monthly meetings with Partners for the first 18 months of the planning process (at which time, the partner meetings will transition to larger meetings with the fully-developed Yolo County Regional Resilience Collaborative ("Collaborative") pursuant to a new

- contractual arrangement governing the Collaborative, to be developed by the Partners).
- b. Thereafter, the County of Yolo will manage and oversee the implementation of the Proposal. Partners will further clarify roles of each Partner and develop a detailed scope of work for a consulting team to support the planning grant effort and the launch of the Collaborative.
 - d. Fiscal and Administrative Operations
 - a. Preparing and disbursing the RRGP Grant funds to Co-Applicants either as reimbursement or advanced funds for eligible administration and services upon submission of full and complete disbursement requests or supporting documentation for advanced funds, subject to State review and approval;
 - b. Using the statement of work developed by the Partners, administer a Request for Proposals (“RFP”) to select a consulting team; and
 - c. To further support local capacity-building, hire a CivicSpark fellow in FY24-25 and FY25-26 to support the needs assessment, outreach, engagement, and collaborative rollout.

2.2 Co-Applicants

Co-Applicants are responsible for implementing specific strategies stipulated within the Proposal, and must have the staff capacity, expertise, and organizational/project management abilities to deliver on their commitments within the overall workplan.

Partners have committed 8 hours per month to the planning process. As part of this commitment, they will attend planning meetings, review documents, and collaborate with experts, community members, and community-based organizations (“CBOs”) serving vulnerable communities within their networks. Committed to collaborating with the other Partners to protect critical natural resources and adapt to climate change impacts, each Partner will support outreach to identify the most critical climate resilience challenges for local communities, provide input on the proposed Collaborative structure and funding and implementation strategy, and coordinate with potential Collaborative members within their own respective community/network.

Partners will leverage combined expertise to identify climate risks and prioritize actions to address risks in the Yolo County region, with a focus on the most vulnerable communities. Each Partner brings unique strengths and approaches to the project, which will improve their ability to effectively respond to climate risks, serve vulnerable communities, and increase individual and collective capacity.

The following entities will serve as Partners for the term of the RRGP Grant:

The County of Yolo convenes a Climate Action Commission, an eleven-member volunteer advisory body charged with developing and implementing the Yolo County Climate Action and Adaptation Plan update and ensuring vulnerable, marginalized, and historically underserved communities are centered in the process. The Commission consists of community leaders, activists, parents, and climate experts from across Yolo County who can provide input to ensure the lived experiences of vulnerable communities are centered in the process.

The **Yocha Dehe Wintun Nation** (“Tribe”) is a federally recognized sovereign tribal government located in the Capay Valley of rural western Yolo County. Since time immemorial, the Tribe has

tended the land, protected plant and animal species, and preserved ecological balance. As a responsible steward of its lands, the Tribe is committed to protecting critical natural resources and adapting to climate change impacts. The Tribe adopted a Climate Adaptation Plan in 2022 and has already begun implementing projects and pursuing grant funding related to wildfire prevention, drought response, and flood risk reduction on tribal lands. The Tribe participates as an ex-officio member on the Yolo County Climate Action Commission, ensuring the Tribe, along with other frontline rural communities, has a voice in the decision-making process and can help shape resilience goals.

Since its formation in 1908, the **Regents of the University of California, Davis Campus** (“UCD”) has served the Yolo County region and State of California through nationally ranked education, research, and medical care. UCD will connect the other Partners to researchers across the University of California working on climate resilience and environmental and social justice, as well as experiential learning programs that advance equitable community-centered engagement.

Cool Davis approaches climate action and resilience from a positive, collaborative, community-based and action-oriented perspective. It is imperative to include people and organizations who work at levels closest to the community when identifying problems and designing solutions. Cool Davis brings broad experience in community engagement, and a commitment to inclusionary practices focused on a Just Transition for every neighborhood.

Valley Vision has served the Greater Sacramento region for 25+ years and is recognized for bringing communities together to tackle the region’s biggest challenges through action-oriented research, partner engagement, and collaborative problem-solving. Valley Vision will connect Regional Partners to climate and economic development planning and collaborative efforts underway across the region, including the Community Economic Resilience Fund (CERF), the Prosperity Strategy Partnership, the Yolo Food Hub Network, and the Cleaner Air Partnership.

The **City of Davis** (“Davis”) recently adopted its 2020-2040 CAAP following an extensive community engagement process. As a founding member of the Yolo Resiliency Collaborative, Davis is committed to Countywide planning and implementation. Davis is recognized for its significant commitment to sustainability and innovative leadership in transportation, energy, waste management, water and stormwater, and climate action.

The **City of Woodland** (“Woodland”) Aquifer Storage and Recovery wells and expansive municipal solar installation are nationwide models for sustainable investments at the mid-sized municipal level. In addition, Woodland’s close relationship with its over 190 food and agriculture-related businesses is focused not just on economic development but also on the growth of more resilient and equitable food and energy systems.

Each Partner has the following responsibilities:

- a. Participating in monthly meetings; participating in activities such as coordinating with the consultant team, providing input on priorities and collaborative development, and planning for community engagement; collaborating on developing an Action Plan/Scope of Work for the project team and consultant to support planning grant efforts as well as participate in the development of the RFP and associated selection criteria.
- b. Compiling plans relevant to the community they serve, with a particular focus on vulnerable communities in an effort to develop a climate resilience needs assessment.

- c. With support from selected consultants, reviewing the results of the needs assessment and identifying existing outreach and engagement gaps and opportunities for targeted outreach to vulnerable communities and the CBOs serving them. Partners will also utilize their networks and local knowledge and experience to conduct community outreach to identify vulnerable community needs and resilience priorities in support of developing a Countywide Needs Assessment that will serve as a baseline for the collaborative and priority project identification.
- d. Supporting outreach to potential additional partners, with an emphasis on CBOs serving vulnerable populations to join this effort in a funded or advisory capacity.
- e. Supporting community workshops to further identify the scale, partners, and leadership structure for the Collaborative moving forward; supporting the development of an MOU, Charter, and/or other documents that reflect the collaborative and individual goals of partners.
- f. Supporting the prioritization of projects and the development of project descriptions, a funding strategy, and an implementation plan. On an ongoing basis, supporting the development of project evaluation plans, project monitoring activities, and the development of a case study to document lessons learned and effective practices resulting from this project.

2.3 Proposal Overview

The County of Yolo, the Tribe; UCD; Davis; Woodland; Cool Davis; and Valley Vision will engage the community to: (1) develop a needs assessment that identifies shared resilience priorities related to climate risks, including wildfire, extreme heat, drought, and flooding, (2) create a governance structure for the Collaborative to achieve these shared priorities, and (3) develop a funding and implementation strategy to build staff capacity and facilitate ongoing collaborative work in Yolo County, including implementing climate-resilient projects.

The Partners will focus on identifying shared priorities for addressing climate risks impacting vulnerable communities and will ensure vulnerable communities have a decision-making role in the Collaborative.

The proposed project aligns with the activities and objectives of local, regional, and state plans. The project will help fulfill the following priorities of California Climate Adaptation Strategy: (1) partner and collaborate to leverage resources; and (2) strengthen protections for vulnerable communities, including engaging with and building capacity in climate vulnerable communities. Yolo County and each of the County's incorporated cities have or are developing plans to assess climate impacts and reduce greenhouse gas emissions, all of which rely on cooperation with other jurisdictions to maximize success. Shared plan themes relevant to this project include creating and participating in regional partnerships; sharing best practice strategies and jointly pursuing funding opportunities; engaging in regional planning to reduce commuting and GHG emissions; and engaging the region's collaborative community. A priority objective of Yolo County's emerging Climate Action and Adaptation Plan is the development of strong partnerships with the Tribe, UCD, the incorporated cities, CBOs, and other partners serving Yolo County's most vulnerable communities and connecting across a variety of sectors. This goal reflects Yolo County's unique role in coordinating climate resilience projects across jurisdictions.

The project will build on the Partners' existing work to increase collaboration in Yolo County, which includes the informal Yolo Climate Compact—a regional network of more than 150 representatives that has met regularly for over 15 years to share resources related to climate resilience, and the more recent Yolo Resiliency Collaborative, an ad-hoc group of staff from local jurisdictions started in 2017 to collaborate on resilience issues such as extreme heat. The project will develop shared priorities and a formal governance structure to further this collaborative work for the first time in Yolo County's history and build critical staffing capacity—both through collaborative development and through hiring CivicSpark AmeriCorps Fellows to support planning—to ensure priority projects serving vulnerable communities can transition from planning to implementation. The Regional Partners will also benefit from working closely with the Tribe to identify shared climate resilience priorities which are informed by traditional ecological knowledge (TEK), as well as the Tribe's investment in innovative sustainable technologies and programs.

2.4 RRGp Cooperative Stakeholder Structure

2.4.1 Tribal Sovereignty

Any documents, reports, and other work or information provided by the Tribe as part of this Agreement, including any reports, test results, evaluations or assessments prepared for the Tribe and containing information specific to the Tribe shall remain the property of the Tribe. Any such documents shall not be used by any of the Partners for any purpose other than as specifically contemplated by this Agreement and shall be returned to the Tribe at the conclusion of the Agreement.

Nothing contained in this Agreement, nor the Tribe's agreement to participate as a Partner and/or a Co-Applicant or undertake the obligations set forth herein, shall be deemed or interpreted as a waiver of the Tribe's sovereignty or sovereign immunity in any respect or degree.

2.4.2 Confidentiality

The Partners understand that each of them possesses Confidential Information (as defined below) that is proprietary, sensitive, confidential, and important to the party. Except as otherwise required by court order or valid subpoena, each Partner agrees it: (i) will keep Confidential Information of the Disclosing Party (as defined below) confidential; (ii) will not disclose such Confidential Information, directly or indirectly, to any third party without the consent of the Disclosing Party and ensure that such third-party is subject to confidentiality duties or obligations to the receiving party that are no less restrictive than the terms and conditions of this Agreement; and (iii) shall not use such Confidential Information other than in connection with the duties assigned hereunder, or otherwise in any manner to the Disclosing Party's detriment; provided, however, that the Confidential Information of a Disclosing Party may be disclosed by the Receiving Party (as defined below) to its employees who need to know such Confidential Information solely for the purpose of assisting in performing the Receiving Party's duties pursuant to this Agreement. Each Partner agrees that this obligation of confidentiality, non-disclosure, and non-disparagement shall continue, beyond the termination of proposal process in which the parties are engaged, and beyond the return of the Confidential Information

documentation hereunder, for a period of five (5) years from the date hereof and shall inure to the benefit of each Partner's successors and assigns.

"Confidential Information" means any non-public information disclosed by a Partner or its agents, including but not limited to, its clients, affiliates, officers, directors, employees, and attorneys (the **"Disclosing Party"**) to another Partner(s) or its agents, including, but not limited to its clients, affiliates, officers, directors, employees, and attorneys (the **"Receiving Party"**), that is either proprietary and/or confidential to the Disclosing Party. Specifically, Yocha Dehe's Confidential Information includes: (i) any and all non-public information and materials concerning or pertaining to the Tribe and its various governmental entities and functions, including, without limitation, the Tribe's internal governance, internal policies and laws, its income, assets and distribution plan, its short-term and long-term plans and strategies; and (ii) any other information that Yocha Dehe identifies in writing as confidential or that should reasonably be considered as confidential, given the nature of the information or the circumstances surrounding its disclosure.

Confidential Information does not include any of the foregoing items which: (1) has become publicly known and made generally available to the public through no wrongful act of the Receiving Party or of others who were under confidentiality obligations as to the items or items involved; (2) was lawfully known to the Receiving Party prior to this Agreement; (3) the Receiving Party has received lawfully from a third party through no breach of any obligation of confidentiality owed directly or indirectly to the Disclosing Party; or (4) independently developed by the Receiving Party without use of any information obtained from the Disclosing Party.

Each Partner acknowledges that all Confidential Information is owned solely by the Disclosing Party and that any breach of the covenants and agreements set forth in this section related to same, including, without limitations, those covenants and agreements set forth above, would cause irreparable harm and significant injury that may not be adequately compensable by the award or payment of monetary damages. Accordingly, each Partner agrees that the Disclosing Party may seek equitable and/or injunctive relief for a breach of Receiving Party's obligations pursuant to this section. The Receiving Party further agrees that no proof of actual damages and no bond or other security shall be required in obtaining such equitable relief. Nothing in this Section shall be construed to limit the Disclosing Party from pursuing any other remedies available to it for such breach or threatened breach, including recovery of monetary damages from the Receiving Party.

The Partners acknowledge that certain Partners are public entities subject to the California Public Records Act ("PRA"). Any Partner in receipt of a PRA request for Confidential Information will inform the Disclosing Party who provided the Proprietary Information of the request, at which time the Disclosing Party may decide whether to initiate the appropriate judicial proceedings to bar disclosure of the requested information. The Disclosing Party shall be responsible for its own attorneys' fees and costs associated with any litigation associated with a PRA request for Disclosing Party's Confidential Information and shall indemnify the Partner who received the PRA request for any award of attorneys' fees and costs awarded to a prevailing party that successfully obtained a judgment in its favor for production of Confidential Information over Disclosing Party's objection.

2.4.3 General.

This Agreement is between the Partners and relates to the delivery of grant deliverables. The Partners will identify governance structure options for the Collaborative with changes between two phases, with phase 1 being planning and phase 2 being transitioning into a fully formalized Collaborative following outreach and engagement. Partners acknowledge the Collaborative requires additional members to fully represent Yolo County, including vulnerable communities. As such, the Partners will conduct outreach to potential additional members, with an emphasis on CBOs and partners serving vulnerable communities, planning for up to 10 meetings with potential members. Partners will identify governance structure options, creating a memo with said options to refer back to.

The Partners will host workshops for CBOs, public agencies, community members, and other organizations serving vulnerable communities to share their input on the proposed governance structure options with a goal to identify the best structure to address the priorities identified through the Climate Resilience Needs Assessment. The Partners will then develop a description of the preferred governance option and an MOU that will be formally adopted with the support of a consultant.

2.4.4 Meetings.

Partners will meet on average every month of the grant term. Monthly meetings will include up to 18 meeting agendas and summaries (some meetings being open to the public while others are for the steering committee), with items for discussion such as project management, review of deliverables, and input on refinement and implementation of the community engagement plan. The County of Yolo will draft agendas, facilitate the meetings, share notes, and host published meeting materials on the Yolo County website or CAAP Portal.

2.4.5 Documentation.

The Partners will provide copies of all documentation of actions through a shared Microsoft Teams Channel containing notes, plans, and other documents related to actions taken during the planning and implementation processes. Confidential information will be shared via email, but all other file sharing will occur over a shared Google Drive.

2.4.6 Decision-Making and Dispute Resolution.

The transparent and specific decision-making processes for the collaborative stakeholder structure created by this Agreement are designed to ensure fairness, inclusivity, and efficiency in addressing disputes.

- Transparency: All decisions and processes are transparent, meaning that stakeholders have access to relevant information, discussions, and decisions to foster trust and ensure accountability.
- Inclusivity: Representation from all relevant stakeholders will be included, such as community members, organizations, experts, and policymakers to ensure that

diverse perspectives are being considered in the planning and decision-making processes.

- Consensus Building: Stakeholders will work together to reach agreements that are acceptable to all parties involved. This requires active communication, negotiation, and compromise.
 - In Phase 1, if a consensus cannot be reached, the group will decide on whether there is a need for a vote. In time-sensitive situations, majority-vote may occur via email.
 - In Phase 2, decision-making strategies will be adapted/revisited based on potential partners.

3. Legal and Financial Considerations

The County of Yolo will maintain legal, fiscal, and fiduciary responsibilities, including managing grant funds in accordance with OPR regulations, policies, and guidelines. The **County of Yolo** is responsible for the development and submission of all reports to RRGP staff and additional funding agencies, bookkeeping, accounting, and grant compliance services.

3.1 Legal Relationship.

3.1.1. Term and Termination.

The term of this Agreement shall be from the date that it is executed by all Partners through June 30, 2026 unless sooner terminated as hereinafter provided. The County of Yolo reserves the right, in its best interest as determined by the County of Yolo, to terminate this Agreement in whole or as to any specific Partner by giving written notice to the Partner thirty (30) days prior to the effective date of such cancellation.

Should any Partner fail to substantially perform its obligations in accordance with this Agreement, any other Partner may notify the defaulting Party of such default in writing and provide not less than thirty (30) days to cure the default. Such notice shall describe the default and shall not be deemed a forfeiture or termination of this Agreement. If such default is not cured within said thirty-day period (or such longer period as is specified in the notice or agreed to by the parties), the Partner that gave notice of default may terminate its involvement in the Agreement upon not less than fifteen (15) days advance written notice. In the event of such termination based upon Partner default, the County of Yolo reserves the right to, in coordination with other Partners, identify and instate a replacement Partner using remaining grant funds.

This Agreement is subject to the County of Yolo, the State of California, and the United States appropriating and approving sufficient funds for the activities required pursuant to this Agreement. If the County of Yolo's adopted budget and/or its receipts from the State of California and the United States do not contain sufficient funds for this Agreement, the County of Yolo may terminate this Agreement by giving ten (10) days advance written notice thereof to the Co-Applicants, in which event the County of Yolo shall have no

obligation to pay the Co-Applicants any further funds or provide other consideration and the Partners shall have no obligation to provide any further services pursuant this Agreement. If the County of Yolo terminates the Agreement pursuant to this subparagraph, the County of Yolo will compensate the Co-Applicants in accordance with this Agreement for all services performed to the satisfaction of the County of Yolo before such termination and for which funds have appropriated as required by law.

If a Partner becomes excluded, debarred, or suspended from participation in Federally or State funded programs, the County of Yolo may remove that Partner from this Agreement by giving ten (10) days advance written notice thereof to the Partner.

3.1.2. Conflict of Interest.

To the extent applicable to them, each Partner shall comply with the laws and regulations of the State of California and County of Yolo regarding conflicts of interest, including, but not limited to, Article 4 of Chapter 1, Division 4, Title 1 of the California Government Code, commencing with Section 1090, and Chapter 7 of Title 9 of said Code, commencing with Section 87100 including regulations promulgated by the California Fair Political Practices Commission.

All Partners attest that they presently have no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the Partners' obligations and responsibilities hereunder.

All Partners agree that if any fact comes to its attention that raises any question as to the applicability of any conflict of interest law or regulation, the Partner will immediately inform the County of Yolo and provide all information needed for resolution of the question.

3.1.3 Financial Relationship.

Within thirty (30) days of the completion of tasks identified in section 2.2 in a manner that is satisfactory to the County of Yolo, each Partner shall submit an invoice detailing the services provided, the person(s) providing the service, the amount of time spent by each person providing the service calculated to the one-tenth of an hour, the rate per hour charged for each person providing service, and an itemization of the actual expenses for which reimbursement is requested. The total amount received by each Partner is not to exceed the amount identified in the application to OPR.

Within fifteen (15) calendar days of the receipt of a Partner's detailed invoice, the County of Yolo's Director of Community Services ("Director") shall either authorize payment or advise the Partner in writing of any concerns that the County of Yolo has with the invoice and any need for further documentation.

Within thirty (30) calendar days of the Director's authorization for payment of an invoice, the County of Yolo Auditor-Controller shall either issue the payment or advise the Partner in writing of any concerns that the County of Yolo Auditor-Controller has with the request and any need for further documentation.

Each Partner shall have equal standing and collective accountability for implementing grant program requirements as set forth in this Agreement. The **County of Yolo** does not assume liability for any third-party claims for damages arising out of this Agreement and each Partner does not assume liability to OPR for damages arising out of this Agreement.

4. Equal Opportunity

The **County of Yolo** and Co-Applicants are committed to equal employment opportunity and to ensuring that all employees have a work environment that is free of conduct that could be considered discriminatory or harassing based on an employee's protected status. Partners will not allow anyone, including any supervisor, co-worker, vendor, client, or customer, to unlawfully harass or discriminate against employees or applicants for employment. The **County of Yolo** will take prompt and effective remedial action upon discovery of such conduct.

5. Miscellaneous Provisions

This Agreement may be revised during Post-Award Consultation or upon written agreement of the Partners to comply with all administrative, statutory, and RRGP requirements. This Agreement creates no right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity. The Partners shall manage their respective resources and activities in a separate, coordinated, and mutually beneficial manner to meet the purposes of this Agreement.

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IN WITNESS, WHEREOF, the parties hereto have executed this Agreement on _____,
2024.

Lead Applicant Signature Line

County of Yolo, Leslie Lindbo, Director of Community Services

Co-Applicant 1 Signature Line

City of Davis, Michael Webb, City Manager

Co-Applicant 2 Signature Line

City of Woodland, Ken Hiatt, City Manager

Co-Applicant 3 Signature Line

Yocha Dehe Wintun Nation, Anthony Roberts, Tribal Chairman

Co-Applicant 4 Signature Line

The Regents of the University of California, on behalf of its Davis Campus, Grace I. Liu, JD,
Associate Director, Sponsored Programs

Co-Applicant 5 Signature Line

Cool Davis, Jason Bone, President of the Cool Davis Board of Directors

Co-Applicant 6 Signature Line

Valley Vision, Evan Schmidt, Chief Executive Officer



CEQA & Federal Grants

Planning & Land Use

Climate Resilience

Economic Development

Long-Range Research

For media inquiries, please contact:

Emily Breslin, Deputy Director of Communications and External Affairs
emily.breslin@opr.ca.gov, (916) 601-3236

SACRAMENTO – Today, state leaders unveiled a \$21.7 million funding initiative in the inaugural round of California’s Regional Resilience Grant, part of the Integrated Climate Adaptation and Resiliency Program (ICARP). This Grant, supported by the Governor’s multi-year climate budget, aims to fortify climate change resilience at a regional level. The initiative will support 16 new regional partnerships, uniting public entities, California Native American tribes, Community-Based Organizations, and academic institutions.

"As climate change impacts intensify in California, affecting entire regions rather than isolated jurisdictions, the Regional Resilience Grant program is designed to support collaborative projects that align with the scale of climate impacts," emphasized Saharnaz Mirzazad, Executive Director of the State Planning and Policy Development branch within the Governor’s Office of Planning and Research. "By fostering partnerships across multiple communities and diverse partners, the aim of this program is to develop new and important ways of governing and responding to climate change."

The Regional Resilience Grant focuses on addressing a range of climate-related challenges, including wildfires, rising sea levels, droughts, floods, extreme heat events, and more. In the first round, California is awarding 16 regional partnerships, each comprising diverse collaborators who will together plan and implement a project tailored to the unique challenges of their region.

The Regional Resilience Grant distinguishes between two project types: planning and implementation. Today’s awards include \$6.2M in Planning Grants to 10 regional partnerships engaging their respective communities in studying and determining how to address climate risks in their regions. In addition, \$15.5M in Implementation Grants to 6 regional partnerships will fund physical projects and programs that directly protect communities from climate change impacts. To achieve a regional diversity of projects, the initiative is funding at least one project from each of the nine geographic regions the [California Climate Adaptation Strategy](#) identifies. Additionally, the Regional Resilience Grant program exceeded its Round 1 set-aside goals for disadvantaged communities and

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California Native American tribes. 86% of Round 1 funding is going to regional partnerships involving California Native American tribes and/or partnerships serving predominantly Disadvantaged Communities.

Diverse Regional Partnerships to Tackle Varied Climate Risks

Regional Resilience Grantees: Implementation Grant Awardees

Regional Cohesive Fire Strategy for Evacuation Preparedness and Wildfire Resilience

The project focuses on addressing wildfire hazards by educating residents, maintaining defensible spaces, and safeguarding evacuation routes for high-risk communities.

- ▶ Greater San Diego - \$1,588,838
- ▶ Lead: County of San Diego
- ▶ Partners: City of San Diego, Fire Safe Council of San Diego County

Los Angeles Regional Collaborative: Heat Education, Ambassadors, and Training (LARC-HEAT)

This project aims to combat extreme heat through a comprehensive Heat Ambassador initiative, focusing on educating and protecting heat-vulnerable communities.

- ▶ Greater Los Angeles – \$2,999,999
- ▶ Lead: University of California, Los Angeles/Los Angeles Regional Collaborative
- ▶ Partners: Fernandeano Tataviam Band of Mission Indians, Rising Communities, Los Angeles County Department of Public Health

Energy-Resilient Fire Services in High-Threat Communities

The project will install energy-resilience infrastructure for fire stations in high-risk areas, ensuring continuous emergency response in remote and vulnerable communities.

- ▶ North Coast – \$3,000,000
- ▶ Lead: Redwood Coast Energy Authority
- ▶ Partners: Yurok Tribe Fire Department, Karuk Tribe Department of Natural Resources, Hoopa Fire Department, and others

Cultural Fire & Land Stewardship for Wildfire & Climate Resilience

The project aims to restore indigenous practices and enhance wildfire protection on ancestral lands by forming stewardship crews, conducting vegetation management, and raising awareness.

- ▶ Sierra Nevada, Bay Area - \$2,989,995
- ▶ Lead: Tamien Nation
- ▶ Partner: North Fork Mono Tribe

ON THIS PAGE



Le Grand Community Water Program

Addressing drought and flood risks, the project implements sustainable groundwater management practices, including new well construction, irrigation canal connections, and community education programs.

- ▶ San Joaquin Valley - \$3,000,000
- ▶ Lead: Le Grand Athlone Water District
- ▶ Partners: Le Grand Community Services District, Socio-Environmental Education Network (SEEN)

Kó:dom Hỳb́isin (“Land Stewardship”)

The project addresses wildfire, extreme heat, and drought hazards through land stewardship, using cultural fire to reduce fuel loads and cultivate climate-resilient vegetation.

- ▶ Sacramento Valley, Sierra Nevada - \$1,931,410
- ▶ Lead: Mechoopda Indian Tribe of Chico Rancheria
- ▶ Partners: Berry Creek Rancheria of Tyme Maidu Indians of California, California State University Chico, Big Chico Creek Ecological Reserve

Regional Resilience Grantees: Planning Grant Awardees

Mendocino, Lake, Sonoma Tribal Resilience Initiative on Air Quality and Drought (MLS–TRIAD)

This project addresses drought, air quality, and climate change concerns through equitable planning, monitoring networks, water quality evaluation, and continuous improvement tracking.

- ▶ North Coast - \$657,415
- ▶ Lead: Public Health Institute
- ▶ Partners: Big Valley Band of Pomo Indians, Middletown Rancheria of Pomo Indians, Sherwood Valley Band of Pomo Indians

North Coast Regional Climate Resilience Plan

Prioritizing vulnerable communities, this project focuses on addressing multiple climate risks, forging diverse partnerships, and strengthening community capacity through planning, data integration, and stakeholder engagement.

- ▶ North Coast, Bay Area, Sierra Nevada - \$650,000
- ▶ Lead: County of Humboldt/North Coast Resource Partnership
- ▶ Partners: Watershed Research and Training Center, Sonoma Water

Paradise Regional Wildfire Resilience Implementation Plan

ON THIS PAGE



Building on previous modeling work, this project develops an implementation plan, including regional governance structures and cost-benefit analyses, to create regional wildfire buffer zones.

- ▶ Sacramento Valley, Sierra Nevada - \$570,533
- ▶ Lead: Paradise Recreation and Park District
- ▶ Partners: Town of Paradise, Rural Community Assistance Corporation, Camp Fire Collaborative

Santa Ana River Watershed Climate Adaptation and Resilience Plan

Addressing climate risks like drought, wildfire, and flooding, this project develops multi-benefit strategies for the entire watershed and provides resources to pursue implementation funding.

- ▶ Greater Los Angeles, Inland Desert - \$644,190
- ▶ Lead: Santa Ana River Watershed Project Authority
- ▶ Partners: The Soboba Band of Luiseño Indians, Inland Southern California Climate Collaborative

Yolo County Regional Resilience Collaborative

This project aims to build the region's first collaborative structure, engage vulnerable communities to identify shared climate priorities, establish a governance structure, and develop a funding strategy.

- ▶ Sacramento Valley - \$598,420
- ▶ Lead: County of Yolo
- ▶ Partners: Yocha Dehe Wintun Nation, City of Davis, City of Woodland, University of California, Davis, and others

Monterey Bay Adaptation and Resilience Implementation and Funding Roadmap

This project develops funding and implementation plans for priority adaptation goals, particularly addressing underserved and vulnerable communities.

- ▶ Central Coast - \$649,335
- ▶ Lead: City of Watsonville
- ▶ Partners: City of Santa Cruz, CivicWell, Ecology Action, Association of Monterey Bay Area Governments, Regeneración of Pajaro Valley

Coachella Valley Regional Water Resilience Plan

Addressing structural barriers to clean water access, preparing for droughts, improving infrastructure resilience, and aligning regional plans with state water management objectives.

- ▶ Inland Desert - \$649,335
- ▶ Lead: Coachella Valley Water District
- ▶ Partners: Torres Martinez Desert Cahuilla Indians, Pueblo Unido Community Development Corporation

Solano Bayshore Resiliency Project

ON THIS PAGE



Involving diverse stakeholders, this project creates a Sea Level Rise Vulnerability Analysis and Action Plan, emphasizing nature-based solutions and community engagement to address climate hazards affecting vulnerable communities.

- ▶ Bay Area - \$601,113
- ▶ Lead: Fairfield-Suisun Sewer District
- ▶ Partners: City of Suisun City, Greenbelt Alliance, Solano Resource Conservation District

Climate Resiliency through Regional Water Recharge in the San Joaquin Valley

This project addresses drought and flooding by planning for sustainable use of surface and groundwater, educating rural communities, and establishing a collaborative response team for effective floodwater management, ensuring vulnerable communities are prioritized.

- ▶ San Joaquin Valley - \$568,888
- ▶ Lead: California State University, Fresno Foundation - California Water Institute
- ▶ Partners: Self-Help Enterprises, North Kings Groundwater Sustainability Agency, Madera County Groundwater Sustainability Agency

Building Climate Resilience in the Central Sierra Region

This project will develop a climate collaborative and create a Climate Adaptation and Resilience Plan that embeds indigenous knowledge, prioritizes vulnerable populations, and enhances regional readiness for multiple climate risks.

- ▶ Sierra Nevada - \$650,000
- ▶ Lead: County of Nevada
- ▶ Partners: Town of Truckee, Nevada City Rancheria Nisenan Tribe, Truckee Tahoe Airport District, Truckee Donner Public Utility District, Sierra Business Council

For additional details, refer to the report on [ICARP Regional Resilience Grantees for Round 1](#).

For more information, please sign up for the [Regional Resilience Grant Program mailing list](#).

About the Office of Planning and Research

The Governor’s Office of Planning and Research serves as California’s Comprehensive Land Use Planning Agency. OPR studies future research and planning needs, fosters cross-agency collaboration, and provides guidance and support to state partners, local communities, and California tribes with a focus on land use and community development, climate risk and resilience, and equity.

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TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: I.21
SUBJECT: Bond Opportunities for Land Development (BOLD) Program Participation

Recommendation for Action: Staff recommends that the City Council hold a public hearing, and approve Resolution No. ____ Authorizing Use of the Bond Opportunities for Land Development (BOLD) Program.

Staff Contact:

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

Fiscal Impact:

There is no fiscal impact resulting from approval of this item. All costs and expenses related to the formation, issuance of bonds and ongoing administration for any CFD formed by the BOLD program is the responsibility of CMFA and there is no liability or fiscal impact to the City.

Report in Brief:

The California Municipal Finance Authority ("CMFA") is a joint powers agency, of which the City is a member. CMFA works on behalf of its members to facilitate economic development in local communities throughout the State. City staff have been provided information regarding a program offered by CMFA that is known as the Bond Opportunities for Land Development or "BOLD Program" that can be used to finance public infrastructure required for new development within the City. The City Council previously authorized use of a similar program (the SCIP Program); authorizing use of the BOLD Program will allow greater flexibility for the development community in the City and lessen the administrative burdens on City staff.

Background:

The City is a member of CMFA, a State-wide joint powers authority ("JPA") whose members are numerous cities, counties and other public agencies throughout California. CMFA has the authority to issue bonds to meet its mission of supporting economic development, job creation and social programs throughout the State, while giving back to California communities. By supporting member communities and their local charities with a portion of the revenue generated through the issuance of tax-exempt bonds for public, private and non-profit entities, CMFA is able to directly contribute to building strong communities to support the health and welfare of the residents of California.

New residential development often challenges the mission of municipalities to provide infrastructure, since new development triggers the need to construct, acquire, or otherwise provide additional public facilities to accommodate that growth. The BOLD Program offers a means to finance new or continuing construction of infrastructure and public facilities through bonds CMFA issues, as an alternative to issuance of land-secured bonds directly by the City. The BOLD Program is designed to help local government municipalities, schools and land developers throughout the State work together to cost effectively finance public infrastructure projects and development fees.

Discussion:

Under the BOLD Program, bonds are issued by a community facilities district ("CFD") formed by CMFA under the Mello-Roos Community Facilities Act of 1982 (California Government Code Section

53311 et seq.) (the “Act”). The Act offers great financing flexibility and is commonly used by cities, schools and other local agencies throughout the State to generate funds for the payment of public facilities, including development fees for facilities. CFDs can also be structured to pay for maintenance of public facilities and other service costs of the City.

Financing Team. The BOLD Program is handled by a team of bond industry professionals with significant experience in CFDs in the State. All have highly specialized expertise in CFD bond issuance and sales and are consistently ranked among the top firms in the field. In addition, if the City desires to use a municipal advisor of its own choosing to review the BOLD Program application and/or other program documents, it may do so, with all related costs payable from bond proceeds. Specifically, the BOLD Program utilizes Jones Hall for bond counsel services, Goodwin Consulting for special tax consulting services, and Piper Sandler & Co. for underwriting services.

Benefits of BOLD Program to Local Governments. Although the CFD would be formed within the City’s jurisdiction, little involvement is required by City staff. The City Council is only required to take a single action to approve participation in the BOLD Program and CMFA thereafter works with staff to ensure the program meets the City’s objectives. CMFA and its consultant team will form and approve each CFD, CMFA will issue bonds on behalf of the CFD, and levy and collect the special taxes each year. By working directly with developers, the BOLD Program facilitates financing for infrastructure and fee obligations of developers, covering a broad range of development cost obligations necessary for new development imposed by municipalities, including both facilities and/or impact fees. Using the BOLD Program alleviates local agency staff time constraints and allows staff to focus on other aspects of processing land development projects.

Determining Special Tax Rate. Formation of each CFD requires the establishment of the annual special tax rates. The formula for computing special tax rates will be included in the resolutions to be adopted as part of the CFD formation proceedings. Typically, the formula will include a basic, undeveloped land tax with an increase in rate and shifting of the tax to developed lands at the building permit stage. The total amount of taxes on developed land generally will not exceed 2% of its projected market value in its completed state, per industry standards.

Bond Issuance. Bonds are issued through CMFA, with little involvement from City staff needed for the issuance process. The City will need to approve the use of a CFD to acquire public facilities and the financing thereof, and enter into a joint community facilities agreement, acquisition agreement or similar agreement to receive the bond proceeds, and to meet the general requirements to maintain the tax exemption of interest on the bonds. CMFA adopts the resolutions needed to authorize and issue the special tax bonds and awards the sale to the bond underwriter.

Use of Bond Proceeds. Once the bond issuance occurs, bond proceeds are available to be disbursed. The proceeds are held by a bond trustee and available, as directed by the developer and approved by the City, to be used to meet obligations to the City and other local agencies according to the structure and timing required for development approvals. Pursuant to an acquisition agreement or similar document, the City will determine and agree to its role in inspecting and accepting infrastructure and/or payment of financed impact fees.

Underwriting for Bond Issuance. The CFD may be formed early in the development process, with issuance of bonds at a later time, or in multiple series. The following are the typical criteria for bond issuance.

- Minimum 4:1 value-to-debt ratio overlapping (assessed or appraised)
- No discretionary approvals required for build-out of the portion of the CFD directly relating to the bond security

- Entitlements received that are necessary for a phase to be bonded
- Financing plan for backbone infrastructure complete or imminent and/or performance bond in place

Credit criteria will be reviewed by the underwriting team on a case-by-case basis to ensure reasonable interest rates at issuance. Additionally, similar credits can be pooled together into a single bond issue with pooling flexibility assuring the most cost-effective bond issuance for each project.

Outsourced Administration of the Bonds and the CFD. Administration of all aspects of the BOLD Program is handled by CMFA, without cost to or burden on the City. City staff time can and will be reimbursed by the participating developers upfront and by CMFA once bonds are issued.

Giving Back to Local Communities. CMFA shares a portion of its issuance fees directly with its member communities. In addition, a grant from a portion of the issuance fee is made to the California Foundation for Stronger Communities ("CFSC") to fund charities designated by the member communities. A portion of the annual fees received by CMFA are in turn directed to charitable activities within its member communities. This unique commitment to give back directly to the communities in which they operate sets CMFA apart from other JPA conduit issuers.

Information for Bond Marketing. Tax-exempt municipal bonds are sold through an offering document known as an Official Statement, which describes to potential purchasers of the bonds the terms, security and repayment of the bonds and details about the property securing the bonds. Since, prior to home sales, the land is owned by the developer entity(ies), relevant information for the Official Statement needs to describe the developer and the development plan. The financing team will work with the developer to provide the required information and approve the final language to be provided to prospective bond buyers.

Disclosure of Special Tax to Home Buyers. California law requires developers to disclose to home buyers the lien of any CFD special tax which will be present on the purchased property. The form of disclosure is simple and becomes part of the various sale documents presented to buyers for signature prior to a home sale.

Conclusion:

Staff recommends that the City Council hold a public hearing, and approve Resolution No. _____ Authorizing Use of the Bond Opportunities for Land Development (BOLD) Program.

Prepared by: Kim McKinney, Administrative Services Director



Ken Hiatt
City Manager

Attachments:

1. Resolution - Participation in BOLD Program

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING USE OF THE BOND OPPORTUNITIES FOR LAND
DEVELOPMENT PROGRAM AND AUTHORIZING THE CALIFORNIA
MUNICIPAL FINANCE AUTHORITY TO ACCEPT APPLICATIONS FROM
PROPERTY OWNERS, CONDUCT PROCEEDINGS AND LEVY SPECIAL
TAXES WITHIN THE CITY OF WOODLAND PURSUANT TO THE MELLO-
ROOS COMMUNITY FACILITIES ACT OF 1982, AS AMENDED; AND
AUTHORIZING RELATED ACTIONS**

WHEREAS, the California Municipal Finance Authority (the "CMFA") is a joint exercise of powers authority, the members of which include numerous cities, counties and other local agencies in the State of California (the "State"); and

WHEREAS, City of Woodland (the "City") is currently a member of CMFA in good standing; and

WHEREAS, the CMFA has established the Bond Opportunities for Land Development Program (the "BOLD Program") to allow the financing of certain public facilities and/or certain development impact fees that finance public facilities (together, the "Improvements") levied by local agencies in the State through the levy of special taxes under the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"); and

WHEREAS, the CMFA from time to time may be requested by owners of land within the City to utilize the BOLD Program for the financing of Improvements related to new development within the City, which Improvements will be financed for acquisition by the City or to finance impact fees payable to the City in connection with new development; and

WHEREAS, the City desires to allow the owners of property within the City to participate in the BOLD Program ("Participating Developers") and to allow the CMFA to conduct proceedings under the Act to form community facilities districts ("CFDs") from time to time under the Act, to levy special taxes within such CFDs, and to issue bonds secured by such special taxes under the Act to finance the Improvements, provided that such Participating Developers vote in favor of the levy of such special taxes and bonded indebtedness; and

WHEREAS, property owners within the jurisdiction of the City may in the future elect to be Participating Developers upon obtaining approval of the CMFA, and the CMFA may conduct proceedings under the Act to form CFDs, levy special taxes within such CFDs and issue bonds secured by such special taxes to finance Improvements; and

WHEREAS, the City will not be responsible for the conduct of any proceedings under the Act for the formation of any CFD, the levy or collection of special taxes for any CFD or any required remedial action in the case of delinquencies in any special tax payments, or the issuance, sale or administration of any bonds issued in connection with the BOLD Program; and

WHEREAS, the City finds that the BOLD program offered by the CMFA can provide significant public benefits, and in conformance with Government Code Section 6586.5 relating to the issuance of bonds by a joint powers authority of which the City is a member, notice was published at least five days prior to the adoption of this resolution at a public hearing, which was

duly conducted by this City Council concerning the significant public benefits of the BOLD Program and the bond financing of the Improvements from time to time; and

WHEREAS, bonds of BOLD Program CFDs are issued through CMFA, with no involvement of the City needed other than approving the use of the program and, prior to actual issuance of bonds, entering into an agreement to acquire the public facilities or fees to be paid for with the bond proceeds, and CMFA authorizes and issues the bonds in their name and awards their sale to the bond underwriter per the underwriter's credit requirements; and

WHEREAS, CMFA's financing team provides the bond documentation and the Official Statement for the bonds through its bond counsel; and

WHEREAS, by authorizing use of the BOLD Program in the City, the City will not be liable to repay the bonds issued by CMFA or the special taxes imposed on the participating properties and would have no contractual relationship with bond owners or the bond trustee; and

WHEREAS, upon issuance of the bonds, proceeds are a funding source for direct payment of impact fees or to otherwise reimburse developer costs for public facilities associated with new development; once the bond issuance occurs, bond proceeds are available to be disbursed pursuant to a joint community facilities agreement and/or acquisition agreement between CMFA and the City for each project, the form of which is subject to approval by City staff, and the bond proceeds are held by a bond trustee or fiscal agent and become available to a Participating Developer as directed by the City for use on public capital improvements benefitting the City.

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

Section 1. The use of the BOLD Program in connection with the financing of Improvements is hereby authorized and approved. The appropriate officials and staff are hereby authorized and directed to allow BOLD Program participation to be available to property owners who are subject to the payment of fees for new development and/or who are conditioned to install public improvements in connection with new development.

Section 2. The City hereby finds and declares that the issuance of bonds by the CMFA in connection with the BOLD Program will provide significant public benefits, including without limitation, savings in effective interest rate, bond preparation, bond underwriting and bond issuance costs and the more efficient delivery of local agency services to residential and commercial development within the City.

Section 3. In connection with the issuance of bonds from time to time by the CMFA for the BOLD Program, a form of acquisition agreement, joint community facilities agreements or similar agreement will be required to be entered into, and the form of such agreement will be subject to approval by the City Manager, Director of Administrative Services or their respective designees. The City Council finds and declares that entrance into each such agreement will constitute a "joint community facilities agreement" for purposes of the Act and shall be beneficial to residents of the City. Any such agreement may include, directly or by reference, City standards, policies and procedures applicable to the financing of public facilities constructed by developers for acquisition by the City.

Section 4. The appropriate officials and staff of the City are hereby authorized and directed to allow and approve BOLD Program participation by requesting property owners that are required to install public improvements and/or the payment of fees in connection with new development in the City, including signing developer applications or other documents evidencing the official intent of the City to reimburse itself in connection with each project from the proceeds of tax-exempt obligations issued by CMFA as part of the BOLD Program, and to advise such owners requesting participation in BOLD that the City has approved the BOLD Program; provided, that the CMFA shall be responsible for providing applications and processing of documentation and related materials at its own expense.

Section 5. This Resolution shall take effect immediately upon its adoption. The Clerk of the City Council is hereby authorized and directed to transmit a certified copy of this resolution to the Secretary of CMFA.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 7th day of May, 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: May 7, 2024
ITEM #: J.22
SUBJECT: Ordinance adjusting the Boundaries of City Council Election Districts to include Annexed Territories

Recommendation for Action: Staff recommends that the City Council waive the first reading and read by title only, an Ordinance of the City Council of the City of Woodland, California Adjusting the Boundaries of City Council Election District to Include Annexed Territories, as Reflected in the Attached Map.

Staff Contact:

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

Background:

Following the 2020 federal census, the City Council on April 5, 2022, adopted Ordinance No. 1683, adjusting the boundaries of the City Council election district pursuant to California Elections Code section 21601.

The City Council typically chooses where the district lines will be drawn every 10 years based on the latest U.S. Census and the requirements of State law. Between these regular 10-year updates, changes to district boundaries are typically not allowed under the State Elections Code. However, Elections Code section 21603(a) provides that if “the boundaries of a city expand by the addition of new territory, including through annexation of unincorporated territory or consolidation with another city, the council shall add that new territory to the nearest existing council district without changing the boundaries of other council district boundaries”.

The City recently annexed territories into the city limits that will become a part of Districts 4 and 5. The territory being added to District 4 consists of approximately 632+/- acres located in the northeast portion of, and adjacent to, the City of Woodland. The territory being added to District 5 consists of approximately 363+/- acres bound on the north and east by the Spring Lake Specific Plan Area, CR 25A and the City’s Urban Limit Line (ULL) and on the west by State Route 113 (SR 113).

The district boundaries established as set forth in Exhibit A shall replace and supersede the district boundaries established by City Council Ordinance No. 1683.

Conclusion:

Staff recommends that the City Council waive the first reading and read by title only, an Ordinance of the City Council of the City of Woodland, California Adjusting the Boundaries of City Council Election District to Include Annexed Territories, as Reflected in the Attached Map.



Ken Hiatt
City Manager

Attachments:

1. Woodland_ Ordinance Approving Revised District Map to Include Annexed Territories-
c1_revised_final
2. Exhibit A - CityCouncilDistricts_AnnexationsMay2024

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
WOODLAND, CALIFORNIA ADJUSTING THE BOUNDARIES OF CITY
COUNCIL ELECTION DISTRICTS TO INCLUDE ANNEXED
TERRITORIES, AS REFLECTED IN THE ATTACHED MAP**

WHEREAS, following the 2020 federal census, the City Council adopted Ordinance No. 1683, adjusting the boundaries of the City Council election districts of the City of Woodland on April 5, 2022 pursuant to California Elections Code section 21601; and

WHEREAS, Elections Code section 21603(a) provides that if “the boundaries of a city expand by the addition of new territory, including through annexation of unincorporated territory or consolidation with another city, the council shall add that new territory to the nearest existing council district without changing the boundaries of other council district boundaries”; and

WHEREAS, the City recently annexed territory that will become a part of Districts 4 and 5; and

WHEREAS, the City desires to amend the boundaries and the map in accordance with Election Code section 21603(a).

**THE CITY COUNCIL OF THE CITY OF WOODLAND DOES HEREBY ORDAIN AS
FOLLOWS:**

Section 1. The City Council hereby designates the territories annexed to the City following the 2020 federal census and adoption of City Council Ordinance No. 1683, to Districts 4 and 5, as depicted in Exhibit A, attached hereto and incorporated herein by this reference.

Section 2. Section 1.16.110 of the Woodland Municipal Code is hereby amended in its entirety to read as follows:

“§ 1.16.110 Boundaries and numbering of each district.

Descriptions of the boundaries of each district and their numbering are as shown on the attached Exhibit A of Ordinance No. ____ along with a map entitled "City of Woodland District Map," a copy of which shall be on file in the City Clerk's office.”

Section 3. The district boundaries established as set forth in Exhibit A shall replace and supersede the district boundaries established by City Council Ordinance No. 1683.

Section 4. The City Manager is directed to take all necessary steps to give effect to this Ordinance. If necessary to facilitate the implementation of this Ordinance, the City Manager or his or her designee is authorized to make technical adjustments to the election district boundaries that do not substantively affect the populations in the districts, the eligibility of candidates, or the residence of elected officials within any district. The City Manager shall consult with the City Attorney

concerning any technical adjustments deemed necessary and shall advise the City Council of any such adjustments required.

Section 5. The City Clerk is hereby directed to provide a certified copy of this Ordinance to the Yolo County Registrar of Voters for use in subsequent Woodland City Council elections.

Section 6. If any section, subsection, subdivision, sentence, or clause or phrase in this Ordinance or any part thereof is for any reason held to be unconstitutional, invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have adopted each section irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

Section 7. This Ordinance shall become effective thirty (30) days from its adoption.

Section 8. The City Clerk shall certify to the adoption of this Ordinance and cause it, or a summary of it, to be published in a newspaper of general circulation printed and published within the City of Woodland, pursuant to all legal requirements.

INTRODUCED by the City Council of the City of Woodland at a regular meeting held on the 7th day of May 2024 and **PASSED, APPROVED AND ADOPTED** by the City Council of the City of Woodland at a regular meeting held on the ____ day of _____ 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

APPROVED AS TO FORM:

Ana B. Gonzalez, MMC, City Clerk

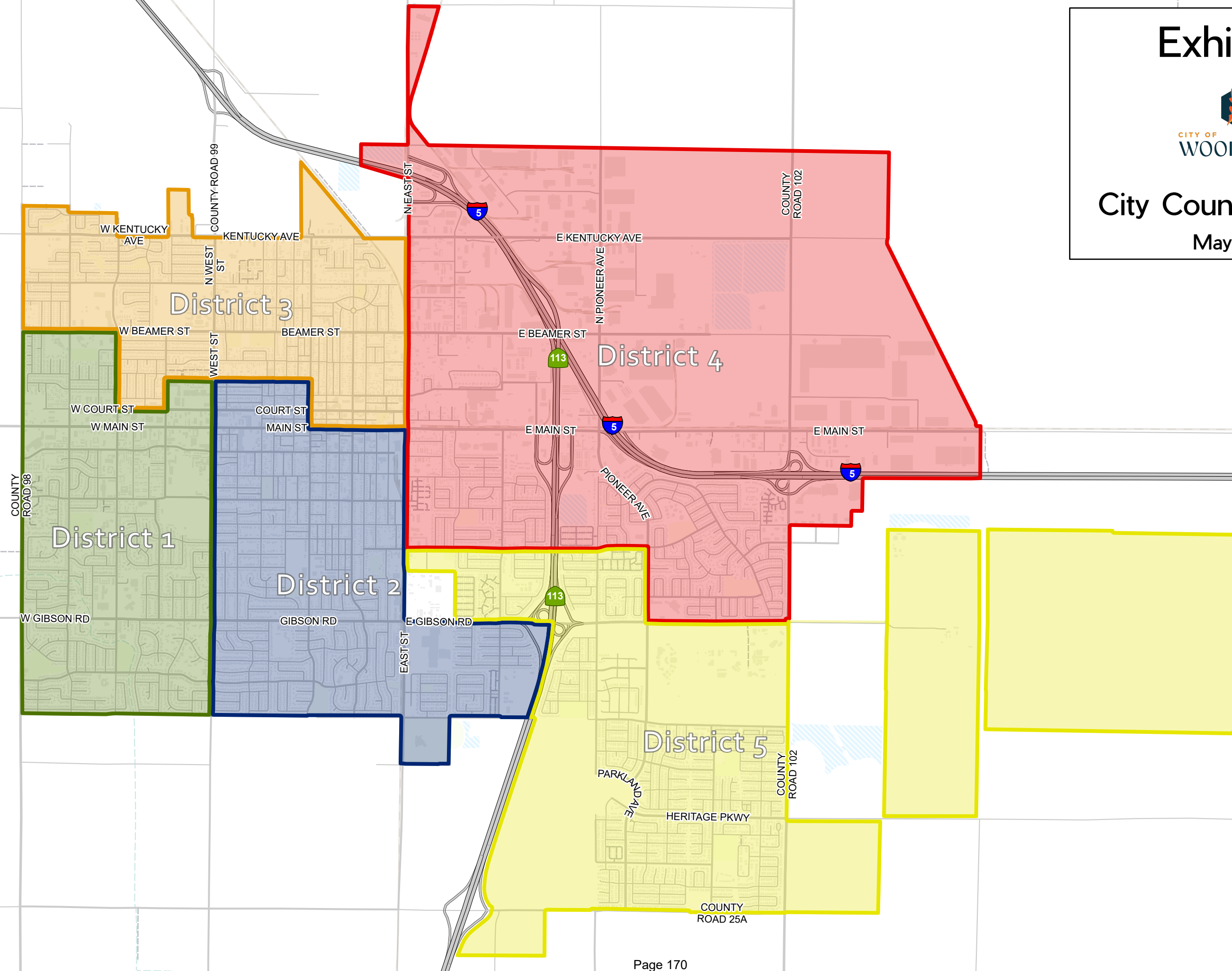
Ethan Walsh, City Attorney

EXHIBIT A

Exhibit A



City Council Districts May 2024





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: J.23
SUBJECT: Fiscal Year 2024/25 Measure F Spending Plan

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, approving the updated Measure F Spending Plan.

Staff Contact:

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

Fiscal Impact:

Measure F (MSF) revenues are estimated to total \$95.37 million through the 12-year life of the sales tax measure. The spending plan remains balanced between annual revenues and expenditures and ensures no unauthorized inter-fund borrowing for City operations and project execution.

Fiscal year 2024/25 revenues are estimated at \$8.29 million, which is consistent with the assumption used for the sales tax forecast in the FY2024/25 preliminary Operations and Maintenance budget. Recommended appropriations for FY2024/25 total \$13.72 million for projects, street maintenance, public safety, and economic development.

Background:

In November 2016, the Woodland voters approved Measure F (MSF), which extended the 1/2 cent supplemental sales tax collected within the boundaries of and for the benefit of the City of Woodland. The 12-year approval of MSF, a General Tax, includes funding for general city services such as street maintenance, parks and facility improvements, public safety and promotion of economic development.

The purpose of the MSF Spending Plan is to allocate the anticipated revenue between the various categories based on overall community need. A spending plan is required based on the ordinance adopted to implement the tax. Preparation of a spending plan not only meets the requirements of the measure, but is also necessary, so the proposed MSF funded projects and ongoing operating programs can be included in the FY2024/25 Capital Improvement Program and overall City operating budget.

Discussion:

Over the life of MSF, the proposed spending plan will allocate revenues to four major categories: Parks, Roads, Public Safety, and Economic Development.

Parks: The allocation in this category will primarily supplement park development impact fees to assist with payment of required debt service on the bonds issued in 2005 to build the Community Center and Sports Park Complexes. A moderate amount of development activity is anticipated each year, and MSF revenues are planned to cover remaining debt service. To the extent that the entire planned amount is not needed to cover debt service, additional funding will be available for priority projects in existing park facilities. The bonds will be fully repaid in FY2025/26, and the allocation in this category after that year is expected to be available for projects or other programming.

Street Maintenance/Roads: The allocation in this category will provide for ongoing support to the

City's road maintenance program as well as funding for specific road projects. The capital projects are identified each year through the Capital Budget process, and ongoing support for the road maintenance program is expected to continue and potentially increase as funding from other sources (primarily Gas Tax and Transportation Development Act funding) is limited or directed to other agencies.

Public Safety: The allocation in this category provides funding for staffing in both Fire and Police Departments. Fire staffing includes the Fire Chief and Fire Marshal positions. Police staffing includes three sworn officers, temporary civilian staffing to assist with records management and non-emergency services, and a full-time Community Enhancement Specialist position.

Economic Development: The allocation in this category funds one Marketing and Business Relations Specialist position and supports other administrative positions and temporary staffing to assist with the City's economic development efforts. Supplemental non-personnel allocations in support of citywide economic development efforts are included in the General Fund budget.

The proposed funding plan for fiscal year 2024/25 includes the following:

Parks - \$4.025 million is allocated toward various park related projects or programs. Included in the proposed allocation is \$1.17 million for the Community Center/Sports Park Complex debt service assistance. To the extent that funds allocated for debt service are offset by collection of park development fees, additional MSF funds will become available to support other park improvement projects or programs. Not all the annual funding allocated in the Parks category is needed for debt service, so \$65,459 is proposed for park improvements and \$15,000 to support annual Clark Field maintenance. Each year, as the actual amount of debt service assistance is determined, the amounts allocated but not used are accumulated in a set-aside for park related projects. During FY2024/25, staff is proposing to use some of this accumulated funding to supplement annual funding for tree pruning of the City's urban forest (\$115,000) and \$660,000 toward improvements to Hiddleson Park, including installation of a new restroom building, new concrete walkway and added lighting. Finally, staff is proposing an allocation of \$2 million from MSF fund balances toward construction of the Southeast Area Pool Complex.

Roads - \$4.075 million is allocated toward road improvement projects, which includes \$1,090,000 for the City's annual in-house road maintenance project; included in this total is \$750,000 to supplement the City's annual road maintenance budget, which has been impacted by decreasing revenues. \$2.18 million in annual pavement maintenance projects and costs for planning and grant applications. \$50,000 has been allocated to completing erosion control measures at the undercrossing on E. Beamer Street, and \$750,000 has been included to address the public parking lot on First Street, between Main Street and Court Street.

Public Safety - \$5.25 million is proposed for allocation to public safety related staffing, projects, and programs. Included in this total is \$1.97 million dedicated to public safety staffing, specifically funding for the Fire Chief, Fire Marshal, three Police Officers, three temporary non-sworn positions, and a full-time Community Enhancement Specialist. In addition to staffing, funding is proposed for several projects in support of public safety. \$200,000 is allocated toward upgrades to traffic signals in priority intersections to allow public safety emergency vehicles to preempt the signals, which improves both response times and safety. \$800,000 is allocated toward replacement of the radios used by both the Police and Fire department staff; the current system is outdated, inconsistent and is not compatible with the radio systems used by surrounding jurisdictions, with whom Woodland has mutual aid agreements. \$250,000 is allocated to make modifications to City Hall to accommodate the relocation of Fire Department Administration and Community Risk Reduction staff to City Hall; this concept was shared with Council during the discussion regarding the Fire Department Deployment Analysis in

February 2024. \$35,300 is allocated in support of grant match funds for the Fire Department, and for purchase and implementation of upgraded Fire Prevention software. Finally, \$2 million is proposed for allocation toward the constructing of a new Fire Station at E. Gibson Road and Bourn Drive.

Economic Development - \$372,801 is allocated to economic development staffing to continue the city's efforts with business retention, expansion, attraction and assistance.

The MSF revenue estimate for FY2024/25 is approximately \$8.29 million; the estimate used for this spending plan is consistent with the assumption used for the sales tax forecast in the FY2024/25 preliminary Operations and Maintenance budget. Recommended appropriations for FY2024/25 total \$13.72 million for projects, street maintenance, public safety, and economic development.

MSF Spending Plan by Category for FY2024/25:

Parks	\$4,025,000
Roads	\$4,075,000
Public Safety	\$5,252,039
Economic Development	\$372,801
Total	\$13,724,840

The attached MSF spending plan shows revenues and expenditures in each of the four categories listed above. In addition, staff has included a moderate amount of money set aside each year to build a reserve in the MSF fund to offset revenue fluctuations, since MSF pays for ongoing operating costs in addition to project related costs. Finally, the spending plan shows an accumulation of fund balance throughout the life of the measure. This is mostly due to projected future increases in revenues that aren't fully allocated among the categories noted within this report. Staff will continue to monitor and update these revenues and the related reserves, and future MSF plan discussions will also include use of reserves, as appropriate.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, approving the updated Measure F Spending Plan.

Prepared by: Kim McKinney, Administrative Services Director



Ken Hiatt
City Manager

Attachments:

1. FY25 MSF Resolution
2. FY25 Measure F Spending Plan

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE UPDATED MEASURE F SPENDING PLAN**

WHEREAS, on November 8, 2016 the Woodland voters approved Measure F (MSF) which extended the ½ cent supplemental sales tax collected within the boundaries of and for the benefit of the City of Woodland; and

WHEREAS, the MSF Spending Plan will fund general city services, including, but not limited to, street maintenance, parks and facility capital projects, and public safety; and

WHEREAS, the MSF Spending Plan will be updated at least bi-annually; and

WHEREAS, on May 2, 2023 Council adopted Resolution No. 8065 approving the updated MSF Spending Plan.

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

Section 1. That the attached MSF Spending Plan is hereby approved.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Tania Garcia-Cadena, Mayor

Ana B. Gonzalez, MMC, City Clerk

MEASURE F SPENDING PLAN

	FY2018/19	FY2019/20	FY2020/21	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31	Total
	Actual	Actual	Actual	Actual	Actual	Amended	Budget	Planned						Over 12 Years
Revenues														
MSF Annual Revenue Projection	4,053,546	5,957,637	6,846,066	7,656,557	8,569,040	7,909,336	8,285,544	8,246,600	8,504,100	8,749,800	8,984,000	9,187,290	2,420,809	95,370,325
Other Revenue			89,246	260,733	150,000	378,200	1,350,000							2,228,179
Expenditures														
Parks/Pool														
Park Debt Service	-	-	24,184	151,529		224,096	1,169,541	1,164,895						2,734,245
Clark Field Maintenance	15,000	15,000	15,000	15,000		15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	180,000
Sports Park Turf Replacement (19-19)	-	-	149,966	11,516										161,481
Southeast Area Pool Project (19-18)						2,500,000								2,500,000
Other Park Projects	-	-	-	645,097	236,111	1,612,103	65,459	70,105	1,235,000	1,235,000	1,235,000	1,235,000	297,500	7,866,375
Parks Subtotal	15,000	15,000	189,150	823,141	236,111	4,351,199	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	312,500	13,442,101
Roads														
Measure F - Planning Management (06-06)	19,142	22,351	20,990	50,204	149,791	38,000	50,000	50,000	50,000	50,000	50,000	50,000	12,500	612,979
Curb Gutter Sidewalk					50,000									50,000
Annual In-House Road Program Support (06-14)	583,695	536,359	657,872	626,250	1,135,620	1,065,851	1,090,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	275,000	11,470,647
West Woodland Safe Routes to School (17-09)				107,000										107,000
West Main St Bicycle/Ped Mobility & Safety Improvements (17-16)		1,300,459	709,964	2,140	142	137,295								2,150,000
Gibson Road (West to East Streets; 20-01)			112,617	38,835	538,958	1,061,790								1,752,201
Gibson Road - West to CR98 (20-08)				5,965	193,559	560,133								759,657
Local Roadway Safety Plan Project (21-13)			365	9,597	7,253	(1,220)	3,000							18,996
Matmor Rd & E. Gum Rehab (19-05)						1,915,715	1,100,000							3,015,715
Main Street Feasibility Project (22-13)				3,284	9,410	37,263								49,957
East and Main Street Signal Project (22-14)						178,450								178,450
2022 ADA Improvements (22-01)						10,000								10,000
East Main St. Improvement Project (13-05)						75,800								75,800
Grant Planning and Application (24-04)						25,000	25,000	25,000	25,000	25,000	25,000	25,000		175,000
I-5/SR113 Freeway to Freeway (24-06)						22,000								22,000
Parking Lot Rehabilitation (24-09)						575,000								575,000
Annual Pavement Maintenance - Summer 2021 (20-02)				1,464,153										1,464,153
Annual Pavement Maintenance - Summer 2022 (22-06)				60,778	924,758	14,463								1,000,000
Annual Pavement Maintenance - Summer 2023 (23-01)					49,153	1,049,764								1,098,917
Annual Pavement Maintenance - Summer 2024 (24-01)						650,000	1,007,000							1,657,000
Annual Pavement Maintenance - Summer 2025 (25-02)								1,200,000						1,200,000
Annual Pavement Maintenance - Summer 2026 (26-01)									1,500,000					1,500,000
Other Road Projects	285							500,000	500,000	2,250,000	2,250,000	2,250,000	750,000	8,500,285
Roads Subtotal	603,122	1,859,169	1,501,809	2,368,207	3,058,646	7,415,304	3,275,000	2,875,000	3,175,000	3,425,000	3,425,000	3,425,000	1,037,500	37,443,756
Public Safety														
Fire Staffing	437,748	515,788	611,338	594,533	612,902	824,197	731,140	767,697	806,082	846,386	888,705	933,140	979,797	9,549,455
Police Staffing	224,048	577,395	842,656	822,155	914,836	1,256,915	1,235,599	1,297,379	1,362,248	1,430,361	1,501,879	1,576,973	1,655,821	14,698,264
Public Safety Subtotal	661,796	1,093,184	1,453,994	1,416,688	1,527,738	2,081,112	1,966,739	2,065,076	2,168,330	2,276,746	2,390,584	2,510,113	2,635,619	24,247,719
Economic Development														
Economic Development Staffing	235,687	223,060	185,766	177,064	325,770	335,410	323,121	338,631	351,160	368,718	387,154	406,512	106,709	3,764,763
Overhead	20,947	51,465	84,473	310,904	103,739	200,428	49,680	52,065	53,991	56,691	59,525	62,501	65,626	1,172,036
Total Expenditures	1,536,552	3,241,877	3,415,192	5,096,005	5,252,004	14,383,453	6,864,540	6,580,772	6,998,481	7,377,155	7,512,263	7,654,126	4,157,954	80,070,375
Proposed Funding Recommendations														
Fire AFG Grant Match							20,000							
Fire Prevention Occupancy Management Software							15,300	14,300	14,300	14,300	14,300	14,300	14,300	
Traffic Signal Emergency Vehicle Preemption Installation							200,000							
Beamer Underpass Erosion Control							50,000							
Pubic Safety Radio Replacement							800,000							
Fire Station Construction Set-Aside							2,000,000							
First St Public Parking Lot Rehabilitation							750,000							
Southeast Area Pool Project							2,000,000							
Cyclical Tree Pruning Addition							115,000							
Hiddleson Park Phase I/II							660,000							
Fire Admin Relocation							250,000							
Net Revenues/Expenditures	2,516,994	2,715,760	3,520,120	2,821,285	3,467,036	(6,095,917)	(4,089,296)	1,651,528	1,491,319	1,358,345	1,457,437	1,518,864	(1,751,445)	10,582,029
Reserve Set Aside	125,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,325,000
Parks Projects Reserve		1,191,439	1,013,082	374,798	(92,061)	485,807	(775,000)							-
Sports Park Reserve		500,000												-
Fund Balance	2,391,994	3,316,315	5,723,353	8,069,841	11,528,937	4,847,213	1,432,917	2,984,445	4,375,764	5,634,109	6,991,546	8,410,410	6,558,965	500,000
														6,558,965



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: May 7, 2024
ITEM #: J.24
SUBJECT: Fiscal Year 2024/25 Measure R Spending Plan

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. ____, approving the Measure R Spending Plan.

Staff Contact:

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

Fiscal Impact:

Measure R (MSR) revenues are estimated to total \$34.6 million through the 8-year life of the sales tax measure. Over the life of the spending plan, additional expenses (funding requests) may be recommended and included above the baseline budget. Staff expect savings will be realized and adjustments to be made to ensure that there is a balance between revenues and expenditures and to ensure no interfund borrowing is necessary for City operations. Actual appropriation of MSR, which includes staffing and programming, will occur annually with the adoption of the City's budget. Included in the spending plan for fiscal year 2024/25 is an anticipated \$4.34 million in revenue, with recommended appropriations of \$4.05 million.

Background:

In June 2020, the City Council authorized placing re-authorization of a 1/4 cent sales tax measure before the voters for the November 2020 election. MSR was approved with 63.43% of the Woodland vote. Companion advisory measures S, T, U and V were also approved and were intended to guide the City Council in the allocation of the revenues generated by MSR for general city services, programs, and facilities for a period of eight (8) years as follows:

Measure S, approved by 59.37% of voters, provides for 25% of the additional sales tax received to enhance educational and literacy programs and expand the hours of operation of the library;

Measure T, approved by 61.67% of voters, provides for 55% of the additional sales tax received to expand and enhance youth and teen programs and facilities, and reduction of fees charged for use of city recreation facilities;

Measure U, approved by 67.95% of voters, provides for 15% of the additional sales tax received to enhance public safety through expanded crime prevention and community building programs that support opportunities for youth within the community;

Measure V, approved by 66.28% of voters, provides for 5% of the additional sales tax received to support a utility rate-payer assistance program for low-income seniors and families.

MSR was approved for an eight (8) year term and will expire on September 30, 2030.

Discussion:

The proposed spending plan allocates revenues to four major categories: Youth Programming, Library Programming, Crime Prevention, and Utility Assistance.

Library Programming: The allocation in this category allows for the continuation of increased hours of operation from 44 hours a week to 51 hours a week at the Woodland Public Library. MSR funds children's and teen collections, including current print and electronic material, and also expands the collection in both print and electronic form. MSR also provides funding for operations and programming of the Square One work space.

The FY2024/25 allocation totals \$920,325 and will continue the same level of staffing and programming from the current year.

Youth Programming: The allocation in this category provides funding for after-school programs at Lee and Douglass Middle Schools, clubs/leagues for middle school youth during the summer, aquatics programming, assists with the waiver of per-player fees for youth sports and continues funding activities for youth diversion programs.

The FY2024/25 allocation totals \$2,214,766 and will continue the same level of staffing and programming from the current year, and includes an estimated \$350,000 to be available toward a partial year of operations of the southeast area pool complex, anticipated to be built in the coming year.

Crime Prevention: The allocation in this category provides funding for the crime prevention program, including Neighborhood Watch, expansion of the Volunteers In Policing (ViP) program, and continues funding activities for violence prevention programs. Also included is \$200,000 annually for the next three years to continue Advance Peace Woodland.

The FY2024/25 allocation totals \$665,938. This level of funding continues the staffing and programming from FY2023/24, and also includes a recommended \$60,000 in additional one-time funds to purchase and install Automated License Plate Recognition (ALPR) cameras and technology. The addition of these cameras, on a four-year agreement, provides the City with a cost-effective force multiplier that helps direct officers to where crimes are occurring and provides invaluable investigative leads following a crime. Fixed ALPR technology is being widely used by many local police agencies to locate stolen vehicles and to solve crimes where a vehicle has been used.

Utility Assistance Program: MSR provides funding subsidies to assist low-income families with payment of their utility bill. The program provides a subsidy of \$40 per month for up to twelve months in a fiscal year.

The FY2024/25 allocation of \$250,000 will continue to provide the assistance program at the existing subsidy level and qualifying criteria. Depending upon the timing of application for the program, this allocation will provide assistance to a minimum of 520 qualifying residential accounts.

The MSR revenue estimate for FY2024/25 is approximately \$4.1 million. Assumptions used for estimating sales taxes for MSR are consistent with those used in the General Fund budget. Also included in the revenue forecast is a \$200,000 reimbursement from Yolo County toward their share of the Advance Peace contract included in the expenditures for MSF.

MSR Funding by Category for FY2024/25

Library Programming	\$920,325
Youth Programming	\$2,214,766
Crime Prevention	\$665,938

Utility Assistance	\$250,000
Total	\$4,051,028

Through the eight-year life of the sales tax measure, and based on proposed expenditures of the spending plan, the following programming will be archived, which is closely aligned with the MSR advisory measures:

Library Programming - 24.38% (\$8.13 million)
Youth Programming - 56.12% (\$18.7 million)
Crime Prevention - 13.32% (\$4.45 million)
Utility Assistance - 6.17% (\$2.06 million)

The MSR spending plan will be updated each year and adjustments will be required to reflect updated revenue numbers and modified programming expenditures to ensure the spending plan is balanced and in alignment with the MSR advisory measures.

Finally, as required by the resolution adopting MSR, an annual report will be prepared and provided to the City Council each year in December. This report will detail the activities paid for by MSR, as well as information and statistics for residents who participate in and benefit from the MSR programs.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, approving the Measure R Spending Plan.

Prepared by: Kim McKinney, Administrative Services Director



Ken Hiatt
City Manager

Attachments:

1. FY25 MSR Resolution
2. FY25 Measure R Spending Plan

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE UPDATED MEASURE R SPENDING PLAN**

WHEREAS, in June 2020 the Woodland voters approved Measure R (MSR) which extended the ¼ cent supplemental sales tax collected within the boundaries of and for the benefit of the City of Woodland; and

WHEREAS, the MSR Spending Plan will provide funding for youth programming, library programming, crime prevention, and utility assistance for low-income households.

WHEREAS, the MSR Spending Plan will be updated at least bi-annually; and

WHEREAS, on May 2, 2023 Council adopted Resolution No. 8064 approving the updated MSR Spending Plan

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

Section 1. That the attached MSR Spending Plan is hereby approved.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 7th day of May 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Tania Garcia-Cadena, Mayor

Ana B. Gonzalez, MMC, City Clerk

MEASURE R SPENDING PLAN

	FY2022/23*	FY2023/24	FY2024/25	FY2025/26	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31**	Total
	Actual	Budget	Baseline	Forecast						
Revenues										
MSR Annual Revenue Projection	\$ 3,339,527	\$ 3,923,776	\$ 4,142,954	\$ 4,114,900	\$ 4,243,400	\$ 4,391,000	\$ 4,542,900	\$ 4,710,987	\$ 1,221,323	\$ 34,630,768
Other Revenue		\$ 200,000	\$ 200,000	\$ 200,000						\$ 600,000
Expenditures										
Utility Assistance	\$ 247,800	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 62,500	\$ 2,060,300
General Recreation	217,567	534,593	592,747	614,975	638,036	661,963	685,131	710,824	184,814	\$ 4,840,650
Middle School Programs	114,532	232,486	277,353	287,754	298,544	308,993	319,808	331,001	86,060	\$ 2,256,532
Aquatics	20,000	308,828	294,085	305,113	316,555	328,426	340,742	353,520	91,915	\$ 2,359,183
Rec-to-Go Program	98,410	95,324	125,548	130,256	135,140	140,208	145,115	150,194	38,863	\$ 1,059,058
Summer Camp	128,405	189,204	193,101	200,343	207,856	215,650	223,737	232,127	60,063	\$ 1,650,485
Youth Advisory Committee & Academy	3,305	5,000	5,000	5,000	5,000	5,000	5,000	5,000	1,250	\$ 39,555
At-Risk Youth	264,700	326,398	326,933	339,193	351,912	365,109	378,801	393,006	101,690	\$ 2,847,741
New Pool Operations/Programming***	0	0	350,000	500,000	525,000	551,250	578,813	607,753	158,016	\$ 3,270,831
GREAT Program (4th/7th Grades)	43,574	47,656	50,000	50,000	50,000	50,000	50,000	50,000	12,500	\$ 403,730
Crime Prevention	444,397	642,641	605,938	630,175	455,382	473,597	491,357	509,783	132,225	\$ 4,385,496
Library	660,336	1,088,249	920,325	957,138	995,423	1,035,240	1,074,062	1,114,339	289,728	\$ 8,134,839
Total Expenditures	\$ 2,243,026	\$ 3,720,378	\$ 3,991,028	\$ 4,269,945	\$ 4,228,849	\$ 4,385,436	\$ 4,542,565	\$ 4,707,547	\$ 1,219,624	\$ 33,308,400
Proposed Additions										
PD Flock Cameras			\$ 60,000							\$ 60,000
Net Revenue/Expenditures	\$ 1,096,501	\$ 403,398	\$ 291,926	\$ 44,955	\$ 14,551	\$ 5,564	\$ 335	\$ 3,440	\$ 1,699	\$ 1,862,368
Fund Balance	\$ 1,096,501	\$ 1,499,899	\$ 1,791,824	\$ 1,836,779	\$ 1,851,330	\$ 1,856,894	\$ 1,857,228	\$ 1,860,669	\$ 1,862,368	\$ 1,862,368

*First Measure R Revenue/Program Year: Includes three-quarters of revenue in FY2022/23

**Final Measure R Revenue/Program Year: Only one-quarter of revenue is received in FY2030/31

***Assumes partial operations/programming of new pool in FY25; cost includes projected revenue offset (net cost)

PROPOSED PROGRAMMING

			FY25 Baseline	FY25 Baseline With Additions	
Advisory Measure %					
Youth - 55%	\$ 18,727,765	56.12%	2,214,766	55.49%	\$ 2,214,766 54.67%
Library - 25%	\$ 8,134,839	24.38%	920,325	23.06%	\$ 920,325 22.72%
Crime Prevention - 15%	\$ 4,445,496	13.32%	605,938	15.18%	\$ 665,938 16.44%
Utility Assistance - 5%	\$ 2,060,300	6.17%	\$ 250,000	6.26%	\$ 250,000 6.17%
TOTAL	\$ 33,368,400		3,991,028		4,051,028

PERCENT OF REVENUE

Advisory Measure %		
Youth - 55%	\$ 19,046,922	55%
Library - 25%	\$ 8,657,692	25%
Crime Prevention - 15%	\$ 5,194,615	15%
Utility Assistance - 5%	\$ 1,731,538	5%
TOTAL	\$ 34,630,768	