



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

September 3, 2024
6:00 PM

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

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

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

D. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Council and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Mayor may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered. The option to submit a public comment via voicemail is no longer available. Written Public Comments Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to CouncilMeetings@cityofwoodland.gov. Written Comments received at least two (2) hours prior to the scheduled start time of the City Council meeting will be provided to the City Council and posted to the City website as part of the official record of the meeting but will not be read into the record. Written Comments received within two (2) hours of the scheduled start time of the City Council meeting and during the City Council meeting will be provided to the City Council the day following the City Council meeting. If you are submitting written comments on a particular item on the agenda, please identify the agenda item number and letter. If you are submitting written comments on an item not listed on the agenda, please identify your e-mail/comment as a General Public Comment. Note: Public comments at special meetings are limited to items on the agenda only.

1. SUBJECT: General Public Comments

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

E. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

2. SUBJECT: Long Range Calendar

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

F. CONSENT CALENDAR

3. SUBJECT: City Council Meeting Minutes of August 20, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of August 20, 2024.

4. SUBJECT: Sustainability Advisory Committee Minutes

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive minutes from the Sustainability Advisory Committee's June 2024 and July 2024 meetings

5. SUBJECT: Appointment of a Member to the Manufactured Homes Fair Practices Commission

RECOMMENDATION FOR ACTION: Staff recommends that the City Council appoint a member to the Manufactured Homes Fair Practices Commission.

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

RECOMMENDATION FOR ACTION: Staff recommends that the City Council designate Mayor Garica-Cadena as a Voting Delegate and Council Member Stallard as an Alternate Voting Delegate to represent the City at the League of California Cities Annual Conference & Expo to be held in Long Beach, October 16-18, 2024.

7. SUBJECT: Resolution Accepting the Offsite Improvements for Subdivision Final Map 4856, Prudler Phase 1

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, accepting the offsite improvements for Subdivision Final Map 4856, Prudler Phase 1.

8. SUBJECT: Woodland Professional Firefighters' Association Memorandum of Understanding Amendment

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, amending the current Memorandum of Understanding with the Woodland Professional Firefighters' Association.

G. REPORTS OF THE CITY MANAGER

9. SUBJECT: United States Bureau of Reclamation WaterSMART Drought Response Grant Program Application

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____ to:1) Direct City staff to prepare and submit an application to the U.S. Bureau of Reclamation WaterSMART Drought Response Grant Program for the Aquifer Storage and Recovery Well 31

Project; 2) Enter into an agreement with the Bureau to complete the project in accordance with the Bureau grant guidelines, if awarded; 3) Authorize the City Manager to execute the application, assurances, and agreements required by the Bureau to secure the grant; and 4) Direct City Staff to take all necessary actions to carry out the purposes of this Resolution.

H. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority Meeting of the City of Woodland scheduled for September 3, 2024 was posted on August 30, 2024, in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

A handwritten signature in black ink that reads "Sarah Lansburgh". The script is fluid and cursive, with the first letters of each word being capitalized and prominent.

Sarah Lansburgh, CMC
City Clerk

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

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 3, 2024
ITEM #: D.1
SUBJECT: General Public Comments

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Ken Hiatt
City Manager

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 3, 2024
ITEM #: E.2
SUBJECT: Long Range Calendar

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

Staff Contact:

Sarah Lansburgh, City Clerk, (530) 661-5806, sarah.lansburgh@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".

Ken Hiatt
City Manager

Attachments:

1. Council Long Range Calendar

CITY COUNCIL LONG RANGE CALENDAR

September 17th

REGULAR MEETING

Proclamation – Hispanic Heritage Month October 2024
Sports Park Complex Naming
FY 24 Budget Carryovers
Affordable Housing Loan Portfolio and Status of City Affordable Housing Funds FY 2024 Report
Approval of Subrecipient Agreement with Fourth and Hope - 2023 Continuum of Care Program Funding
East Beamer Way Emergency Shelter– Operating Agreement Amendment and PLHA Funding Agreement
Approval of FY 2023/24 CDBG Consolidated Annual Performance and Evaluation Report – Public Hearing

October 1st

REGULAR MEETING

City Council Meeting Minutes for September 3 and September 17
Thriving Pink Proclamation
Cannabis Dispensary – Conditional Use Permits and Operating Agreements
Camping Ordinance Revisions

October 15th

REGULAR MEETING

City Council Meeting Minutes for September 3 and September 17
HCD Prohousing Designation – Public Hearing
Mobile Vendor Ordinance Updates
Downtown Transit Hub Presentation

November 5th

REGULAR MEETING

City Council Meeting Minutes for October 1 and October 15

November 19th

REGULAR MEETING

Woodland Tennis Complex Fundraising Agreement
Construction and Demolition Debris Recycling Ordinance Updates – Public Hearing
Truck Route Map Modifications – Public Hearing
PG&E Rule 20 Underground District – Public Hearing

Future Topics / Study Sessions:

Campaign Contribution Ordinance Update (TBD) Sac/Yolo Mosquito & Vector Control District – Appointee (TBD)

Updated 8/30/2024



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 3, 2024
ITEM #: F.3
SUBJECT: City Council Meeting Minutes of August 20, 2024

Recommendation for Action: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of August 20, 2024.

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



Ken Hiatt
City Manager

Attachments:

1. 08.20.24 Draft_minutes

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Regular Meeting Minutes

Tuesday, August 20, 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: 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: Woodland Responsible and Compliant Retail, LLC dab Embarc Woodland v. City of Woodland et al., (Yolo County Superior Court Case No. CV2024-1737)

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, Vega and Mayor Garcia-Cadena

ABSENT: None

E. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by City Clerk Ana Gonzalez.

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

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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.

Nancy Fisher and Christine Sproul spoke regarding the mural at the Woodland Public Library.

3. SUBJECT: General Public Comments

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Email received regarding Speed Limit Removal, 11364 Health Code, Letter regarding library/mural, and the best to you Mrs. Gonzalez.

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

Verbal updates provided by Council Members/Staff.

4. SUBJECT: Long Range Calendar

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

H. CONSENT CALENDAR

5. SUBJECT: Community Care Car Proclamation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation honoring Community Care Car for their 51 years of service to the Woodland community.

Adopted a proclamation honoring Community Care Car for their 51 years of service to the Woodland community. Council Member Stallard presented the proclamation to members of the Community Care Car.

6. SUBJECT: Ana B. Gonzalez Proclamation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation honoring Ana B. Gonzalez for her 37 years of service to the City of Woodland.

Adodted a proclamation honoring Ana B. Gonzalez for her 37 years of service to the City of Woodland. Mayor Garcia-Cadena presented the proclamation to City Clerk Ana Gonzalez.

7. SUBJECT: SMART Proclamation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation declaring August 26-30, 2024 as SMART week.

Adopted a proclamation declaring August 26-30, 2024 as SMART week. Council Member Vega presented the proclamation to Laura Hackett, Yolo County Be SMART volunteer,

8. SUBJECT: City Council Meeting Minutes of July 2, 2024, and July 16, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of July 2, 2024, and July 16, 2024.

Adopted the minutes of the Joint Regular City Council/Woodland Finance Authority Meeting of July 2, 2024, and corrected minutes of July 16, 2024.

9. SUBJECT: Parks & Recreation Commission Meeting Minutes for April 2024

RECOMMENDATION FOR ACTION: Staff recommends the City Council receive the April 22, 2024, Parks & Recreation Commission Meeting Minutes.

Received the April 22, 2024, Parks & Recreation Commission Meeting Minutes.

10. SUBJECT: Fire Department Semi-Annual Status Report for the Period of January 1, 2024-June 30, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Fire Department Semi-Annual Status Report for January 2024 through June 2024.

Accepted the Fire Department Semi-Annual Status Report for January 2024 through June 2024.

11. SUBJECT: Woodland Police Department Semi-Annual Report January – June 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Police Department Semi-Annual Report for January 1, 2024 – June 30, 2024.

Accepted the Police Department Semi-Annual Status Report for January 2024 through June 2024.

12. SUBJECT: Public Works Semi-Annual Status Report

RECOMMENDATION FOR ACTION: Staff recommends that the City Council accept the Public Works Semi-Annual Status Report for the period of January 1, 2024 to June 30, 2024.

Accepted the Public Works Department Semi-Annual Status Report for January 2024 through June 2024.

13. SUBJECT: Conflict of Interest Code Amendment Pursuant to the Political Reform Act of 1974

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, approving the amended Conflict of Interest Code pursuant to the Political Reform Act of 1974.

Adopted RESOLUTION NO. 8379, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA, ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974.

14. SUBJECT: Springlake Fire Protection District Contract

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute the contract between the City of Woodland and the Springlake Fire Protection District for continued emergency response and prevention activities in Service Area A (Woodland Service Area) and administrative oversight for the entire district.

Adopted RESOLUTION NO. 8380, RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA APPROVING THE CONTRACT BETWEEN THE CITY OF WOODLAND AND THE SPRINGLAKE FIRE PROTECTION DISTRICT FOR CONTINUED EMERGENCY RESPONSE AND PREVENTION ACTIVITIES IN THE DISTRICT'S SERVICE AREA A AND ADMINISTRATIVE OVERSIGHT FOR THE ENTIRE DISTRICT.

15. SUBJECT: Fire Apparatus Maintenance Contracts

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a Contract with Golden State Emergency Vehicle Services, Inc for the maintenance and repair of fire apparatus; Resolution No. _____, authorizing the City Manager to execute a contract with Riverview International Trucks, LLC for the maintenance and repair of fire apparatus; and Resolution No. _____, authorizing the City Manager to execute a contract with United Fleet Maintenance for the maintenance and repair of fire apparatus

Adopted RESOLUTION NO. 8381 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH GOLDEN STATE EMERGENCY VEHICLE SERVICES, INC FOR THE MAINTENANCE AND REPAIR OF FIRE APPARATUS; RESOLUTION NO. 8382, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH RIVERVIEW INTERNATIONAL TRUCKS, LLC FOR THE MAINTENANCE AND REPAIR OF FIRE APPARATUS and RESOLUTION NO. 8383, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND, CALIFORNIA AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH UNITED FLEET MAINTENANCE FOR THE MAINTENANCE AND REPAIR OF FIRE APPARATUS.

On a motion by Mayor Pro Tem Lansburgh, seconded by Council Member Stallard and carried unanimously on a 5-0 vote, Council Members approved Consent Calendar Items No. 5 through 15.

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

I. REPORTS OF THE CITY MANAGER

16. SUBJECT: Civic Fellowship Program Presentation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive a presentation on the Civic Fellowship Program.

Received a presentation from Marketing & Business Relations Specialist Amanda Portier on the Civic Fellowship Program.

17. SUBJECT: Community Development Department Semi-Annual Status Report for January 1 through June 30, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the Community Development Department Semi-Annual Status Report for January 1 through June 30, 2024.

Received a presentation from Community Development Director Brent Meyer on the Community Development Department Semi-Annual Status Report for January 1 through June 30, 2024.

J. ADJOURN

Meeting adjourned at 08:17 PM.

Respectfully submitted,

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 3, 2024
ITEM #: F.4
SUBJECT: Sustainability Advisory Committee Minutes

Recommendation for Action: Staff recommends that the City Council receive minutes from the Sustainability Advisory Committee's June 2024 and July 2024 meetings.

Staff Contact:

Spencer Bowen, (530) 661-5808 | spencer.bowen@cityofwoodland.gov

Discussion:

Highlights from the Sustainability Advisory Committee's June and July meetings include:

- Planning for "Green Drinks" (September 13) and Coastal Cleanup Day (September 21)
- Open discussion around plastic waste, upstream producers, and the City's role

Note: during their August meeting, the Committee recommended that the City consider refraining from the use of single-use plastics (such as water bottles) at all City events in City facilities (such as staff training, etc.). Staff will analyze the topic and return to City Council with a recommendation in the coming months.

Conclusion:

Staff recommends that the City Council receive minutes from the Sustainability Advisory Committee's June 2024 and July 2024 meetings.

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

Ken Hiatt
City Manager

Attachments:

1. SAC Meeting Minutes 6.19.24
2. SAC Meeting Minutes - 7.17.2024



Sustainability Advisory Committee Meeting Minutes

June 19, 2024 – 6:00 PM

A. CALL TO ORDER

Meeting called to order at 6:06 PM.

B. ROLL CALL

Present: Grandia, Serena, Frankenbach, Aulman, Bellows, & Green

Absent: Ullrey, Whitaker, Muñoz

C. PUBLIC COMMENTS

Public comment:

The first individual addressed the issues of public transportation and carbon pollution. In terms of public transport, the individual expressed concern that the plan to increase 42 bus routes in the county (with transport from Yolo County to Downtown Sacramento and the Sacramento International Airport) was cut. In terms of carbon pollution, the individual was concerned about the ongoing I-80 highway construction and its environmental impact.

The second individual addressed the issue of gravel mining and priority reclamation. The individual informed the committee of effort underway so habitat reclamation would be prioritized over agricultural reclamation. This effort, the individual states, aligns with the environmental climate plan for 2035 and would provide effective carbon sequestering as there would be the opportunity for seasonal wetlands. The individual also mentioned a project titled “Nature Solutions” ran by The California Department of Natural Resources that aligns with climate change efforts.

Bellows motions to move the Business Item 2 up in the agenda, Serena seconds. Motion passes 6-0-0.

- a. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC discuss local waste plastic waste policy and practice

Discussion: Plastic is a huge issue for the City of Woodland and clean ups can bring community awareness of the issue and provide important data to the City of Woodland. A member mentions that human health is heavily affected by waste citing several recent studies. Another member states recycling rates are low and the members agree that it would be beneficial to go out to the Yolo County Landfill to tour and view compliance information. Additionally, there is a push

within the committee for social media education to help the City of Woodland “adopt a culture of reuse.”

Bellows motions to agendize a discussion at the July meeting on single-use plastic bottles in the City, with an amendment to request data from City Staff; Serena seconds. Motion passes 6-0-0.

D. MEMBER REPORTS

Green: Nothing to report.

Aulman: Created memo including outreach, city responsibilities, and the call to action as featured in the CAP 2035 plan which was distributed to members during meeting. Spoke at City Council meeting June 4th 2024, where Aulman advocated for: 1. The creation and advancement of an informational website regarding the CAP 2035 plan and 2. Continued development of a “Guide to Low-Carbon Living in Woodland.” Aulman also advocated for a FAQ page similar to that seen on the Research and Tech Park website. Argument for agenizement and to place the prior mentioned points as action items. Aulman also notes there should be someone in each department assigned to the 2035 CAP plan (i.e. CAP coordinator).

Rolf: Builds on the notion of agendizement and proposes that the SAC come up with ways to spur community involvement and awareness of climate issues.

Adelita: Discussed the Climate Action Plan Adaption draft and the feedback collected from an event in Knights Landing. Adelita did note low turnout as the event was hosted on Juneteenth, a Federal Holiday. It is then stated that this plan has an executive summary and there will be another meeting to collect feedback on June 20th, with the final feedback deadline on July 11th. Additionally, Adelita spoke to Enviro Woodland about having posts dedicated to the committee and introducing members alongside announcing vacancies and meetings. Adelita further promoted a free event which pertains to “Restoring Cache Creek Wetlands” hosted at the Stephens Branch Library located in Davis.

Bellows: Bellows presented a slideshow where he first emphasized the importance of influencing community climate awareness through putting out monthly news articles, engaging in TV news, and participating in UC Davis research. Similarly, he proposed the creation of an independent committee removed from the SAC yet insists there will likely be overlap between the two. Secondly, Bellows states the SAC should organize a trip to the Yolo County Recycling Center.

Grandia: Reported that the most recent “Green Drinks” event was a success and had great turnout. Also reiterated that the event is quarterly and it was time to start planning for the next one. Reiterated the importance of Enviro Woodland connection.

E. STAFF REPORTS

Greenhouse Gas (GHG) Emissions Inventory Update: Tool used to track emissions throughout the City. City staff worked on update, but faced challenges due to PGE's 15/15

privacy rule, the addition of Valley Clean Energy (VCE), and VCE's power content label. Staff is waiting for an updated power content label from VCE that better reflects their transition to renewable energy to move forward. Staff also actively participating in UC Berkeley Climate Action Data Committee for statewide solutions (see below).

UC Berkeley Climate Action Data Committee: Group of academics, consultants, and researchers to solve GHG data issues and streamline process for local GHG inventories; state funded. City is a member and staff are actively attending meetings.

Regional Resilience Grant Program: County-wide effort to create a Yolo Regional Resilience collaborative that will position us for better collaboration on regional projects and additional funding; state funded through Governor's Office of Planning & Research (OPR). MOU signed, RFP process under way. Anticipated to start consultant work in Fall.

Zero Emission Vehicle (ZEV) Action Team: County-wide effort to perform an analysis of the county's ZEV infrastructure needs, positioning us better for future grant applications and investments; each member will work with selected consultant on a municipal fleet transition plan. RFP in progress, will close in two weeks. Anticipated to start consultant work in Fall.

Capital Regional Climate Resilience Collaborative (CRCRC): Sacramento region-wide (six county) group to share best practices and coordinate efforts. Staff member elected to the CRCRC Steering Committee; CRCRC activities helped in efforts such as the above OPR grant application and Federal EPA CPRG program.

Civic Fellow: 2024 Summer Civic Fellow project will include researching and implementing a CAP tracking dashboard, working with department heads to share their sustainability progress. Civic Fellow hired, start date June 17.

ZEV Support: Installation of ZEV infrastructure and procurement of vehicles. New public EV chargers in downtown launched in January 2024. Additional chargers anticipated behind Hotel Woodland in Fall 2024. Fleet services complying with State's "Green Fleets" rules and participating in ZEV Action Team (see above).

Bike Loop: Identify and promote a citywide bike loop to promote active transportation. City approved and identified loop location in March 2024. City received YSAQMD funding for signage and promotion. Currently designing signs, paint, and bike lane improvements along the route.

Woodland Bike Lockers: Install bike lockers in key areas throughout the City. YSAQMD awarded \$10,300 for the project. This will fund 4 or 5 bike lockers.

F. MINUTES

Grandia motions to approve the May 2024 meeting minutes, Serena seconds. Motion passes 5-0-1 (Bellows abstains).

G. BUSINESS ITEMS

- a. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC discuss upcoming public engagement opportunities including California Coastal Cleanup Day

Serena motions for SAC to plan a California Coastal Cleanup Day on Sept. 21st, Frankenbach seconds. Motion passes 6-0-0.

- b. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC discuss local waste plastic waste policy and practice

Moved up in the agenda.

H. WORK GROUP UPDATES

Cool Schools Initiative update: A Cool Schools event was held where the tree canopy of five schools in Woodland (Beamer, Engle, Friedman, Whitehead, and Prairie) was discussed. The Cool Schools project aims to increase tree canopy at schools making sure that 30% tree canopy is obtained. Currently, the tree canopy range at the mentioned schools is 9-14%. Information gathered from the event and information provided by Daniel Hewitt, regarding current tree canopy data that was ascertained from schools in question, is now being processed by landscape professionals connected to Texas Tree. As Texas Tree works on a plan, this will provide another opportunity for public input given the continued evolution of the plan derived from the first input that occurred. The project will have three phases, planning, planting, and maintenance. Currently the project is in its first phase.

I. LONG RANGE CALENDAR

Priority Items

- Green Drinks: Organizing before the next meeting. More details to come.
- California Coastal Cleanup Day: Set for September. The event aims to reduce litter on the streets of Woodland.
- Bike loop downtown improvements

J. ADJOURN

Serena motions to adjourn meeting, Aulman seconds. Motion passes 6-0-0.

Meeting adjourned at 7:40 PM.



City of Woodland

Meeting Agenda

Sustainability Advisory Committee

Woodland Community & Senior
Center

Banquet Room 1

2001 East Street

Woodland, CA 95776

July 17, 2024 - 6:00 PM

A. CALL TO ORDER

Meeting called to order at 6:08 PM.

B. ROLL CALL

Present: Aulman, Serena, Muñoz, Perrin, Green, Frankenbach

Absent: Whitaker, Bellows, Ullrey

C. PUBLIC COMMENTS

This is an opportunity for the public to comment on items not on the agenda. Comments may be presented in person or emailed to SACmeetings@cityofwoodland.org and limited to three (3) minutes when read aloud.

No public comments

D. MEMBER REPORTS

This is an opportunity for members of the Committee to report on relevant activities or topics related to the Committee's charge.

3:14: Members of the SAC Committee met with Marisa Juhler to have a tour of the Yolo County Landfill which lasted approximately 1 hour and 20 minutes. During this tour various things were discussed such as: recycling policy at the landfill, how input from other counties is handled, and composting. A delegation from Sacramento County joined the Woodland SAC on their tour.

6:15: Serena discusses development of social media posts that highlight the committees accomplishments. Discusses with other members the opportunity to be featured on the City of Woodland's website and requests that photos/short biographies are submitted if individuals wish to be featured in that manner. Lastly, Serena discusses taking a group picture.

8:04: Addresses the issue of single use plastics and food resources in regard to pertinent city ordinances. She would like more discussion on plastic usage and more information on the inventory of refuellable water stations within city buildings. Discusses submission of an article to the daily democrat and interaction with the Woodland City Council.

10:50: Adds onto discussion surrounding the Yolo County Landfill tour stating that it was “very impressive” and that there was conversation regarding their role in the collection and prevention of landfill debris through deferral actions. Aimed to ask a question regarding data collection on how materials were sourced as pertaining to Woodland. However, due to time constraints could not. However, a point person has been acquired for this issue. Compost was another issue discussed alongside the topic of open space use in public lands.

Perrin: Perrin, the newest member of the committee states he is grateful to be on the committee and that Woodland is situated at a unique time and place such that sustainability can be recommended and driven forward as part of the towns development. Perrin also states that the town has a lot of opportunity, specifically in terms of public transit.

Aulman: Aulman discusses the CAP, stating that, in his view, the public involvement section was one section that was working the best out of the five. It was also asserted that the CAP is very specific in some regards and that a sustainability manager would be fruitful in progressing the CAPs aims. Aulman desires to ask City Council members their top 3 sustainability measures to start dialogue. Additionally, the City was involved in a joint effort with the Woodland Joint Unified School District (WJUSD) and desires that this information is translated into user-friendly infographics that would summarize the findings. Lastly, Aulman asserts that it would be optimal to aim to measure what the city, local government, public, and industry is doing to promote sustainability.

1. RECOMMENDATION FOR ACTION: Staff recommends that the SAC receive updates from members, including Mr. Bellows' recent facility tour and Mr. Aulman's CAP memo

E. STAFF REPORTS

County Wide ZEV Contractor: Applications conclude July 18th. This contractor will help identify key gaps, locate spaces for EV charger expansion, and collaborate with people involved in City fleet operations to develop an internal fleet transition plan

Civic Fellow Project: The current Civic Fellow within the Office of Equity, Environment, Economy and Engagement is building an intuitive climate dashboard that includes progress on the CAP Plan. The survey deadline for information pertinent to the CAP’s goals and actions was July 17, 2024.

Woodland Bike Lockers: ½ of requested funds were received which will allocate funding for 3-4 bike lockers. Currently spots for these lockers are being identified which may best serve commuters and allow them to safely lock up their bikes. City Hall is a possible location, as well

as, the Community Service Department. These locations tying to a public input session. The City will be purchasing and installing the lockers within the next calendar year.

Community Transparency: The Woodland GeoPortal aims to increase transparency and enhance understanding of the city through maps such as those regarding trees, parking, government offices, parks, and other important aspects of The City of Woodland. The GeoPortal can be found through the City's website or through ArcGIS Online. The aim for transparency can also be seen in the likely state requirement that The City calculates a water budget for each water user in the city and hold them to that to ensure water conservation measures are met.

SB 1383 – Green Waste and Diversion: A Memorandum of Understanding (MOU) has been established between The City and the WJUSD that relates to the continuance of sorting education in schools.

2. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC receive an update on City initiatives

F. MINUTES

Serena motions to approve the June 2024 meeting minutes, Green seconds with amendment regarding an incorrect date by Frankenbach. Motion passes 5-0-1 (Perrin abstains).

3. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC approve its June 2024 meeting minutes

G. BUSINESS ITEMS

Discussion of SB-54: Request for Styrofoam to be highlighted in discussion on plastic waste. Discussion of the Environmental Impact Report (EIR) related to SB-54 and how enforcement can occur to prevent plastic waste through regulation on the production side. SB-54 applies waste hierarchy that focuses on waste reduction and creation of a circular economy that shifts burden from local governments to plastic producers.

Coastal Cleanup: This event will take place on September 21st from either the hours of 8am to 12pm or 9am to 12pm and focus on the Farmers Central Ditch. If enough volunteers show, the cleanup will expand to the Regional Park Preserve. It is likely a registration page will be set up through Eventbrite where anyone of any age can sign up, with parent accompaniment required for younger children. The cleanup will track data on the specific trash collected through a data form where trash will be tallied and categorized as it is collected. Additionally, participants will be paired up and the hours spent at the event can act as volunteer hours for local high schoolers. The ultimate goal of this event, to increase awareness of how much trash ends up in waterways and drainage systems.

4. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC revisit its discussion of plastic waste policy

5. RECOMMENDATION FOR ACTION: Staff recommends that the EIR related to SB-54 is revisited once released and relevant staff analyze the document to ensure the city is meeting its requests properly

6. RECOMMENDATION FOR ACTION: Staff recommends that the SAC review its most recent Work Plan and update the document for 2024

H. WORK GROUP UPDATES

Green Drinks event in fall, indeterminate time but will help support sustainable businesses. The event will be hosted at The Hive in Woodland which is an establishment that is 100% solar and therefore represents green business initiatives. This event will be followed by a ceremonial celebration of green businesses where each will be awarded a plaque for their participation in climate sustainability efforts.

6. RECOMMENDATION FOR ACTION: Staff recommends that the SAC discuss work group initiatives, including engagement events (Green Drinks, Coastal Cleanup Day)

I. LONG RANGE CALENDAR

Work plan rescheduled for next meeting.

7 SUBJECT: Long Range Calendar

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

J. ADJOURN

motions to adjourn meeting. Motion passes 6-0-0.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 3, 2024
ITEM #: F.5
SUBJECT: Appointment of Member to the Manufactured Homes Fair Practicers Commission

Recommendation for Action: Staff recommends that the City Council appoint Kathy Trott as a member of the Manufactured Homes Fair Practices Commission.

Staff Contact:

Sarah Lansburgh, CMC, City Clerk, (530) 661-5806, sarah.lansburgh@cityofwoodland.gov

Background:

There are currently two regular vacancies and two alternate vacancies on the Manufactured Homes Fair Practices Commission (MHFPC), all with terms expiring June 30, 2028. Kathy Trott previously served two terms on the MHFPC, beginning January 2017 and resigning in April 2024. Prior to Ms. Trott's last meeting as a member, the Commission noted it was in the middle of a complicated issue. With vacancies on the MHFPC, and only two members having a history of working on complicated legal issues, Ms. Trott offered that it would benefit the MHFPC to extend her term for one year.

At this time, staff is requesting that the City Council appoint Kathy Trott as a member of the Manufactured Homes Fair Practices Commission.

Prepared by: Sarah Lansburgh, CMC, City Clerk

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

Ken Hiatt
City Manager

Attachments:

1. Application - K Trott MHFPC_Redacted



City Clerk

300 First Street

Woodland, California 95695

FAX

(530) 661-5806

(530) 661-5813

APPLICATION BOARD / COMMISSION / ADVISORY COMMITTEE

Board/Commission/Committee applying for: Manufactured Housing Commission



NEW APPOINTMENT



RE-APPOINTMENT

Name: Kathy Trott Address: [REDACTED]

Home Phone Number: [REDACTED]

Work/Cell Number: [REDACTED]

E-Mail Address: [REDACTED]

This information is a public record and applications are available to the public upon request.

I reside within the City limits of the City of Woodland. X Yes No

Are you currently serving on a City Board or Commission? Yes X No

If yes, please state which: completed 2 terms Manufactured Housing

I have economic interests that may result in a conflict of interest. Yes X No

(Selected members of Boards and Commissions are required to file annual FPPC Form 700.)

Why are you interested in serving on a City Board/Commission/Committee?

I have served on the Manufactured Housing Board for 6 years. I have been encouraged

If you are not selected for appointment to your preferred Board, Commission or Advisory Committee, would you consider another appointment? Yes X No

Second Choice: not at this time

Employment experience: _____

VP Wells Fargo Bank, 13 years Bank consultant 20 years

Educational background and other training: _____

BA Economics, UC Davis. Graduate of UCD Executive Program.

Organization and community activity experience: _____

Founder and president Yolo Food Bank, 13 years. Pres. Woodland Opportunity Village.

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

Citizens Advisory Committee to the General Plan. Community Service Award 2010.

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

Please provide two personal or professional references:

Name	Address	Phone No.
Tom Stallard		
Tania Garcia Cadena		

Kathy Trott	8-20-2024
Signature of Applicant	Date

City Use: Received _____ Eligibility _____ Disposition _____

Notes:

General Information pertaining to Boards/Commissions/Committees:

BOARDS:

Library Board of Trustees* - The Board consists of five members. The terms are for three years. The Board, pursuant to the provisions of the State Education Code, is responsible for making and enforcing “all rules, regulations and bylaws necessary for the administration, government, and protection of the libraries under its management, and all property belonging thereto”. The Board also hires, evaluates, and sets compensation for the Library Board Director. Board members are active in advocating for library support at both the local and state levels.

Personnel Board - The Board consists of five members. The terms are four years. The Board hears appeals submitted by City employees in classified service relative to disciplinary action, dismissal, demotion, interpretation or alleged violation of the personnel system. The Board also reviews and recommends personnel policies and programs to the City Council.

COMMISSIONS:

Commission on Aging – The Commission consists of five members who shall reflect the ethnic make-up of the senior citizens of the City. Terms are for four years. The Commission advises and makes recommendations to the City Council on all matters pertaining to senior citizens of the City.

Manufactured Homes Fair Practices Commission* - This Commission was formed as a result of a citizen’s initiative with the purpose of monitoring the rents in the Mobile Home Parks throughout the City. The primary purpose is to meet annually to determine if increases are allowed in the rental of space at the Parks, determine the magnitude of those increases and to address associated concerns. The members are appointed by each Council Member with two alternates appointed by the Mayor. The terms are four years.

Parks and Recreation Commission - This Commission consists of five members. The terms are four years. The Commission provides a forum for community discussion of current and future city-wide child care, youth, teen and adult recreation and community services programs as well as parks and recreation facility needs; advises the City Council on all matters related to parks and recreation facilities, child care information services, youth, teen and adult recreation and community services programs; advocate for the continued growth, availability and quality of the city parks, recreation and community services programs, services and facilities; recommend to the council ways to improve the appearance of the city by planting and maintaining trees; conducts hearings and acts upon matters related to trees on public property; report to the council once a year on work accomplished in the past year and to outline work to be done in the coming year.

Planning Commission* - The Commission consists of seven members who are not officials of the City. Terms are four years. The Commission conducts hearings, comes to decisions and makes recommendations to the City Council on matters related to planning and land use. The Commission also assists in developing, implementing, and maintaining the City’s Community Design Standards, General Plan, Specific Plans, and Zoning Ordinance.

ADVISORY COMMITTEES:

Sustainability Advisory Committee – A community advisory committee to assist the City Council and staff with the evaluation of sustainability policy, program design and implementation and to help the City achieve state mandated conservation goals and the goals of the City’s Climate Action Plan and provide recommendations to the City Council regarding sustainability policy.

General Qualifications for Appointment for Service

- *Each appointee to a Board, Commission or Committee shall be, and shall remain, a resident of the City, except for special Board/Ad-hoc group members at the discretion of the City Council.*
- *Each appointee shall be at least 18 years of age, unless otherwise provided by Ordinance.*
- *Each appointee shall not have a conflict of interest, and no City employee shall be appointed to any Board, Commission or Committee that affects his/her area of employment.*
- *No appointee shall serve on more than one Board, Commission or Committee at one time.*
- *No appointee shall be absent for four unexcused absences during any one continuous 12-month period without automatically forfeiting his/her appointment to such Board.*
- *Each appointee understands that he/she serves at the will of the City Council.*
- *Each appointee shall conscientiously review the policies developed by the City Council, and shall endeavor in good faith to follow both the letter and the spirit of those policies that pertain to his/her Board, Commission or Committee.*

Conflict of Interest: Members of bodies noted with () are required to annually file Fair Political Practices Commission (FPPC) Statement of Economic Interest Form 700 disclosing investments, interests in real property, honoraria, and gifts.
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Kathy Trott is a leader and catalyst. She brings together teams of people that she inspires and empowers so that innovation happens. She holds an Economics degree from the University of California – Davis, and is a graduate of their Executive Program.

As a Vice President of Wells Fargo Bank she managed Operations, Accounting, Customer Service for a \$2 Billion credit card portfolio.

For twenty plus years, as co-founder and president of Placement Associates, Inc and founder and president of e-TROTT.inc, Kathy consulted to financial service giants: American Express, Wells Fargo Bank, Universal Card, Hewlett Packard, Chase Bank, HSBC, Bank of America, Capital One, First Data Corp., Citicorp, Target and many others. She advised innovative start-ups: Trajecta, Clout, Web Capital, Renaissance Bankcard, and others. She has been quoted in financial industry publications and an invited speaker at trade conferences.

Always committed to her community, Kathy founded the Food Bank of Yolo County in 1988 and was board president from 1988 – 2003. Under her leadership the organization grew to distribute over 2 million pounds of food to the hungry annually, now more than 12 million pounds of food is distributed yearly. She co-founded Yolo Stage Company in 1997 and has produced a summer theatre musical for 50 youth and children for 27 summers. In 2005 Kathy co-founded the Woodland Outdoor Wanderers that provides hiking opportunities to over 450 Yoloans monthly.

Kathy has been recognized for her work in the community. She is the recipient of: the Most Family Friendly Business Award (1997) Yolo County Business and Professional Women, Woman of Vision and Courage Award (2001) Yolo County Women's History Month, Resolution of Appreciation No. 03-56 (2003) Yolo County Board of Supervisors, Community Service Award (2010) City of Woodland, and the League of Women Voters 2019 Democracy Works Award.

Kathy is an Elder in the Presbyterian Church (USA). She served on the Presbytery of Sacramento Executive Council 1999-2005 and 2007-2012. Elected Commissioner to the General Assembly 2004. Moderator of the Presbytery of Sacramento 2005. Chaired the Pacific Mission Exchange Team (PMX), Synod of the Pacific 2008 – 2012. From 2010 - 2016 Kathy served as an elected member of the national Presbyterian Mission Agency Board. In 2018 Kathy was elected to the board of The Presbyterian Foundation and to the National Ghost Ranch Foundation Board. She is passionate about starting new congregations and has advised many new innovative and immigrant congregations.

Kathy is the Chair of the board of Woodland Opportunity Village, Inc. a not-for-profit in Woodland, CA. Founded in 2017 WOV will provide permanent tiny houses to extremely low-income persons.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 3, 2024
ITEM #: F.6
SUBJECT: Designation of Voting Delegate and Alternate for the League of California Cities Annual Conference & Expo

Recommendation for Action: Staff recommends that the City Council designate Mayor Garcia-Cadena as a Voting Delegate and Council Member Stallard as an Alternate Voting Delegate to represent the City at the League of California Cities Annual Conference & Expo to be held in Long Beach, October 16-18, 2024.

Staff Contact

Sarah Lansburgh, City Clerk, (530) 661-5806, sarah.lansburgh@cityofwoodland.org

Background

The City Council is asked to designate a Council Member to represent the City as a voting delegate at the Annual League of California Cities Conference in October. This conference affords Woodland the opportunity to vote on resolutions of importance to cities.

Each year the Council is asked by the League of California Cities to designate a voting delegate and an alternate to cast the City's vote at the general business session of the League's annual conference. Each city, regardless of size, has one vote at the business session where resolutions on a variety of topics are presented for action. Adopted resolutions become the League program of action for the coming year and in many instances result in legislation being introduced. The designation will be forwarded to the League.

Discussion

It is important for the City to remain active and engaged in the League of California Cities and designate a Council Member to act on behalf of the City at the annual conference. The League will be involved in several critical issues affecting California cities this year, including the state budget, housing, pension reform and various issues associated with public safety and infrastructure. The designated representative will be asked to vote on League resolutions that will form the legislative platform for these issues and many others that will impact California cities.

Conclusion

Staff recommends that the City Council designate Mayor Garcia-Cadena as a Voting Delegate and Council Member Stallard as an Alternate Voting Delegate to represent the City at the League of California Cities Annual Conference & Expo to be held in Long Beach, October 16-18, 2024.

Prepared by: Sarah Lansburgh, City Clerk


Ken Hiatt
City Manager

Attachments:

1. 2024 Cal Cities Voting Delegate Information Packet
2. Voting Delegate Submission Approved



Council Action Advised by September 25, 2024

DATE: Wednesday, July 10, 2024

TO: Mayors, Council Members, City Clerks, and City Managers

RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference and Expo, Oct. 16-18, 2024
Long Beach Convention Center

Every year, the League of California Cities convenes a member-driven General Assembly at the [Cal Cities Annual Conference and Expo](#). The General Assembly is an important opportunity where city officials can directly participate in the development of Cal Cities policy.

Taking place on Oct. 18, the General Assembly is comprised of voting delegates appointed by each member city; every city has one voting delegate. Your appointed voting delegate plays an important role during the General Assembly by representing your city and voting on resolutions.

To cast a vote during the General Assembly, your city must designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity. Voting delegates may either be an elected or appointed official.

Action by Council Required. Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

Following council action, please submit your city's delegates through [the online submission portal](#) by Wed., Sept. 25. When completing the Voting Delegate submission form, you will be asked to attest that council action was taken. You will need to be signed in to your My Cal Cities account when submitting the form.

Submitting your voting delegate form by the deadline will allow us time to establish voting delegate/alternate records prior to the conference and provide pre-conference communications with voting delegates.

Conference Registration Required. The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration is open on the [Cal Cities](#) website.



For a city to cast a vote, one voter must be present at the General Assembly and in possession of the voting delegate card and voting tool. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the voting delegate desk. This will enable them to receive the special sticker on their name badges that will admit the voting delegate into the voting area during the General Assembly.

Please view Cal Cities' [event and meeting policy](#) in advance of the conference.

Transferring Voting Card to Non-Designated Individuals Not Allowed. The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the General Assembly, they may *not* transfer the voting card to another city official.

Seating Protocol during General Assembly. At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

The voting delegate desk, located in the conference registration area of the Long Beach Convention Center in Long Beach, will be open at the following times: Wednesday, Oct. 16, 8:00 a.m.-6:00 p.m. and Thursday, Oct. 17, 7:30 a.m.-4:00 p.m. On Friday, Oct. 18, the voting delegate desk will be open at the General Assembly, starting at 7:30 a.m., but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for submitting your voting delegate and alternates by Wednesday, Sept. 25. If you have questions, please contact Zach Seals at zseals@calcities.org.

Attachments:

- General Assembly Voting Guidelines
- Information Sheet: Cal Cities Resolutions and the General Assembly

General Assembly Voting Guidelines

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Cal Cities Annual Conference and Expo, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the voting delegate form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the voting delegate desk in the conference registration area. Voting delegates and alternates must sign in at the voting delegate desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the General Assembly.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the credentials committee at the voting delegate desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and voting tool; and be registered with the credentials committee. The voting card may be transferred freely between the voting delegate and alternates but may not be transferred to another city official who is neither a voting delegate nor alternate.
6. **Voting Area at General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.
7. **Resolving Disputes.** In case of dispute, the credentials committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the General Assembly.

How it works: Cal Cities Resolutions and the General Assembly

Developing League of California Cities policy is a dynamic process that engages a wide range of members to ensure Cal Cities represents cities with one voice. These policies directly guide Cal Cities' advocacy to promote local decision-making, and lobby against statewide policies that erode local control.

The resolutions process and General Assembly is one way that city officials can directly participate in the development of Cal Cities policy. If a resolution is approved at the General Assembly, it becomes official Cal Cities policy. Here's how resolutions and the General Assembly work.

Prior to the Annual Conference and Expo

General Resolutions



Sixty days before the Annual Conference and Expo, Cal Cities members may submit policy proposals on issues of importance

to cities. The resolution must have the concurrence of at least five additional member cities or individual members.

Policy Committees



The Cal Cities President assigns general resolutions to policy committees where members

review, debate, and recommend positions for each policy proposal. Recommendations are forwarded to the Resolutions Committee.

During the Annual Conference and Expo

Petitioned Resolutions



The petitioned resolution is an alternate method to introduce policy proposals during

the annual conference. The petition must be signed by voting delegates from 10% of member cities, and submitted to the Cal Cities President at least 24 hours before the beginning of the General Assembly.

Resolutions Committee



The Resolutions Committee considers all resolutions. General Resolutions approved¹ by either a policy committee

or the Resolutions Committee are next considered by the General Assembly. General resolutions not approved, or referred for further study by both a policy committee and the Resolutions Committee do not go to the General Assembly. All Petitioned Resolutions are considered by the General Assembly, unless disqualified.²

General Assembly



During the General Assembly, voting delegates debate and consider general and petitioned resolutions forwarded by the Resolutions Committee. Potential Cal Cities bylaws amendments are also considered at this meeting.

Who's who

Cal Cities policy development is a member-informed process, grounded in the voices and experiences of city officials throughout the state.

The **Resolutions Committee** includes representatives from each Cal Cities diversity caucus, regional division, municipal department, and policy committee, as well as individuals appointed by the Cal Cities president.

Voting delegates are appointed by each member city; every city has one voting delegate.

The **General Assembly** is a meeting of the collective body of all voting delegates—one from every member city.

Seven **policy committees** meet throughout the year to review and recommend positions to take on bills and regulatory proposals. Policy committees include members from each Cal Cities diversity caucus, regional division, and municipal department, as well as individuals appointed by the Cal Cities president.

¹ The Resolution Committee can amend a general resolution prior to sending it to the General Assembly.

² Petitioned Resolutions may be disqualified by the Resolutions Committee according to Cal Cities Bylaws Article VI. Sec. 5(f).

From: [no-reply](#)
To: [Sarah Lansburgh](#)
Subject: Voting Delegate Submission Approved
Date: Monday, August 26, 2024 10:07:06 AM

Your voting delegate submission has been approved. Thank you for your submission.

For any questions regarding the General Assembly, please feel free to contact [Zachary Seals](#).



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 3, 2024
ITEM #: F.7
SUBJECT: Resolution Accepting the Offsite Improvements for Subdivision Final Map 4856, Prudler Phase 1

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, accepting the offsite improvements for Subdivision Final Map 4856, Prudler Phase 1.

Staff Contact:

Kendall Walker, Engineering Technician - (530) 661-5807, kendall.walker@cityofwoodland.org

Fiscal Impact:

The public improvements constructed with these maps add 28,270 square feet of new public landscaping and new streetlights along Sports Park Drive, with an estimated annual operating cost of \$45,458.16, including maintenance and water use. This additional landscaping is within the boundaries of, and will be maintained, by the Prudler Services District (CFD No. 2022-1). These costs were anticipated during the formation of the CFD and will be included in the proposed annual assessments, which are typically presented to Council in May each year.

The Governmental Accounting Standards Board Statement 34 (GASB 34) requires state and local governments to include valuation and depreciation information on public infrastructure assets for accounting purposes and financial reports. The total cost of public infrastructure in the GASB34 categories that the City will acquire with these subdivisions is shown below.

Est. GASB34 category	Prudler Phase 1 Offsites
Road	\$634,303
Water	\$0
Sewer	\$0
Storm Drain	\$0

Background:

On September 6, 2016, the City Council approved Tentative Map (No. 4856) Prudler Subdivision and the associated Development Agreement. The map consisted of 183 single family lots. On March 1, 2022, the City Council approved Final Subdivision Map (SM) No. 4856 Prudler Phase 1 and the associated Subdivision Improvement Agreement with Ag Essential Housing CA 1, L.P. and Lennar Homes of California, LLC.

The in-tract public improvements constructed for Subdivision 4856 (Prudler Phase 1) were accepted March 19, 2024. Prudler Phase 1 was also required to complete certain offsite improvements to support their development. Those improvements included landscape and sidewalk improvements on the Sports Park Drive frontage, as well as traffic signal improvements to the intersection of E. Gibson Road & Matmor Road. The improvements were depicted in the plan set entitled "Civil Improvement Plans for Prudler Subdivision - Sports Park Drive Improvements - Matmor & Gibson Road Improvements" which were approved by the City Engineer on May 5, 2021. As of August 6, 2024, Lennar Homes completed the infrastructure improvements associated with this plan set to the satisfaction of the City Engineer, Public Works, and Community Development Departments.

Following Council acceptance, the City Clerk will file a Notice of Completion for the completed items initiating release of the developer's performance and payment securities for these improvements. The developer has provided warranty security to correct any defects identified during the warranty time frame of one year following the filing of the Notice of Completion.

Discussion:

This is standard practice for obtaining infrastructure improvements for new subdivisions. The final map dedicated streets and public utility easements to the City. The work is designed to City Standard Specifications and the improvements are inspected by the City during construction.

This action will accept only the offsite improvements associated with Prudler Phase 1. The developer is obligated to complete all Prudler Phase 2 offsite improvements (East Street) required by their development agreement. Acceptance of Phase 2 offsite improvements will be presented to Council at a future meeting once all improvements are completed.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, accepting the offsite improvements for Subdivision Final Map 4856, Prudler Phase 1.

Prepared by: Kendall Walker, Engineering Technician

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

A handwritten signature in black ink, appearing to read 'Ken Hiatt', with a stylized, flowing script.

Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Accept Offsite Improvements_Prudler Phase 1
2. Location Map

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND,
CALIFORNIA ACCEPTING THE OFFSITE IMPROVEMENTS FOR
SUBDIVISION FINAL MAP 4856, PRUDLER PHASE 1, BY LENNAR HOMES
OF CALIFORNIA, LLC AND AG ESSENTIAL HOUSING CA 1, L.P.**

WHEREAS, On September 6, 2016, the City Council approved Tentative Map No. 4856, Prudler Subdivision, for 183 single family lots and associated Development Agreement; and

WHEREAS, on, March 1, 2022 the City Council approved the final map for Subdivision No. 4856 Prudler Phase 1 which created 85 single family lots (“Map”); and

WHEREAS, the conditions of approval for the Map required the subdivider, Lennar Homes of California, LLC and the owner, Ag Essential Housing CA 1, L.P., to enter into a Subdivision Improvement Agreement calling for the construction of infrastructure necessary to serve the development permitted by this Map (collectively, the “Improvements”), and furnish bonds or other securities to ensure the timely completion of the Improvements; and

WHEREAS, Lennar Homes of California, LLC has completed the Improvements associated with the offsite improvements for Phase 1 (Sports Park Drive and the intersection of Gibson Road & Matmor Road). Offsite improvements for Phase 2, including East Street improvements, will be considered for acceptance at a future date; and

WHEREAS, Lennar Homes of California, LLC has previously furnished a bond for Subdivision 4856 identified as Bond No. 6131018394 and issued by United States Fire Insurance Company as surety (“Bond”), securing the completion of the Improvements; and

WHEREAS, the Subdivision Map Act and the Woodland Municipal Code require the City to accept subdivision improvements which have been completed; and

WHEREAS, Lennar Homes of California, LLC has requested that the City accept those Improvements that have been completed;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Woodland:

SECTION 1. The City Council hereby accepts those Improvements constructed for Subdivision 4856, Prudler Phase 1 offsites, and as shown on the civil improvement plans entitled, "Civil Improvement Plans for Prudler Subdivision - Sports Park Drive Improvements - Matmor & Gibson Road Improvements" approved by the City Engineer on May 5, 2021.

SECTION 2. The City Council hereby authorizes the City Clerk to file the Notice of Completion and release the developer’s performance and payment securities for Subdivision No. 4856 Prudler Phase 1 as related to offsite improvements and as listed above.

SECTION 3. Through adoption of this resolution, the City of Woodland does not waive any of its rights, or obligations of Lennar Homes of California, LLC, or any other entity, under the conditions of approval for the Map, any associated development agreement, reimbursement agreement, participation agreement, or under any other document, ordinance or applicable law.

SECTION 4. The adoption of this resolution shall not be deemed to cure any breach by Lennar Homes of California, LLC or any other entity of its obligations under the Map or any other document, ordinance, or applicable law.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 3rd day of September, 2024, by the following vote:

AYES:

NOES:

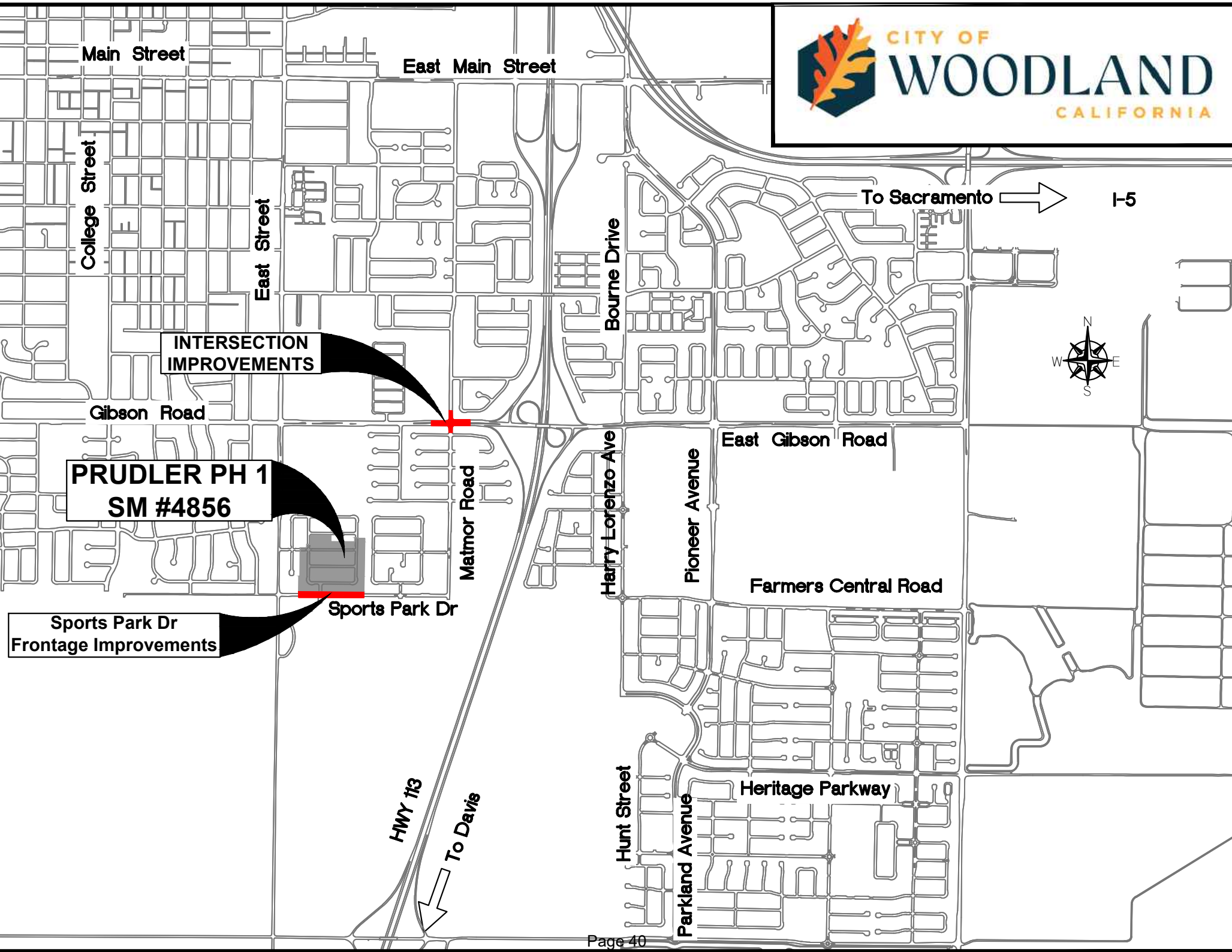
ABSENT:

ABSTAIN

Tania Garcia-Cadena, Mayor

ATTEST:

Sarah Lansburgh, City Clerk





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 3, 2024
ITEM #: F.8
SUBJECT: Woodland Professional Firefighters' Association
Memorandum of Understanding Amendment

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. ____, amending the current Memorandum of Understanding with the Woodland Professional Firefighters' Association.

Staff Contact:

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

Fiscal Impact:

There is no fiscal impact associated with this action; it is merely a correction of language omitted in the original labor agreement.

Discussion:

On October 15, 2020, the City Council approved a Side Letter of Agreement to the Memorandum of Understanding (MOU) with the Woodland Professional Firefighters' Association (WPFA). This side letter, among other things, changed the language in the section that discusses modified duty for work-related injuries, and added a section discussing minimum staffing levels within the Woodland Fire Department. Typically, amendments made via side letters are incorporated into successor MOUs, unless the language is negotiated or intentionally changed. The prior MOU expired on June 30, 2023.

The current MOU with the WPFA covers the three-year period from July 1, 2023 through June 30, 2024, and was approved by the Council on August 15, 2023. It was recently discovered that the two sections modified via the side letter from 2020 were inadvertently omitted from the current MOU. Although City practice has been to follow the approved side letter language, the amended MOU in Sections 9.5 and 9.18 will incorporate the modified sections and correctly memorialize the agreement.

Conclusion:

Staff recommends that the City Council adopt Resolution No. ____, amending the current Memorandum of Understanding with the Woodland Professional Firefighters' Association.

Prepared by: Kim McKinney, Administrative Services Director



Ken Hiatt
City Manager

Attachments:

1. WPFA MOU 2023-2026 Amended Sept 2024

AMENDED MEMORANDUM OF UNDERSTANDING
CONCERNING
FIRE EMPLOYEES OF THE CITY OF WOODLAND

The City of Woodland and the Woodland Professional Firefighters' Association (IAFF Local 4029, AFL-CIO), representing employees of the City of Woodland in the classifications of Firefighter Recruit, Firefighter, Fire Engineer, Community Risk Reduction Specialist I/II/Senior, and Fire Captain by and through their authorized representatives, hereby ratify as and for a memorandum of understanding the attached Resolution entitled "A Resolution of the City Council of the City of Woodland Approving Certain Terms and Conditions for Fire Employees" and the exhibits appended hereto, and recommend that the same be adopted by the City Council of the City of Woodland. Provisions outlined in this Resolution shall be incorporated into the City's adopted Personnel Rules and thereafter the attached Resolution shall be used for the purpose of interpreting the specific rules and regulations addressed. In resolving questions of interpretation, the Resolution shall in all cases be the primary source.

DATED: _____,

Woodland Professional
Firefighters' Association

The City of Woodland
by direction of the City Council

Ss: Ryan Morrison, President

Ss: Ken Hiatt, City Manager

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WOODLAND APPROVING
CERTAIN TERMS AND CONDITIONS FOR FIRE EMPLOYEES

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ARTICLE I

GENERAL PROVISIONS

1.1 Application

- 1.1.1 This Resolution applies to the employees employed by the City of Woodland in the classifications of Firefighter Recruit, Firefighter, Fire Engineer, Community Risk Reduction Specialist I, Community Risk Reduction Specialist II, Senior Community Risk Reduction Specialist and Fire Captain all of whom are represented by the Woodland Professional Firefighters' Association (IAFF Local 4029, AFL-CIO).

1.2 Term

Except where the context otherwise determines or otherwise provides, the provisions of this Resolution shall apply from July 1, 2023 to June 30, 2026, and for such reasonable time thereafter as may be required to ratify, revise and supersede such provisions by action taken by the Woodland City Council after good faith negotiations pursuant to the Meyers-Milias Brown (MMB) Act.

- 1.2.2 The City and Association agree to begin negotiations for the period beginning January 1, 2026, no later than April 1, 2026. During the month of April 2026, the City and Association shall meet for the purpose of facilitating the finding of facts regarding wages and benefits to be included in a salary survey. For purposes of salary comparison, the information listed in Attachment 1 shall be used. When conducting the salary survey, the position of Firefighter shall be used for comparison. Total compensation for comparable agencies shall be based upon an existing contract or MOU and shall account for any adjustments in the total compensation effective on or before July 1, 2026.

1.3 Purpose

The purpose of this Resolution is to provide certainty in payment of employee compensation over a four period and to provide clarification of employee working conditions.

1.4 Severability

In the event that any provision of this Resolution shall at any time be declared invalid by a court of competent jurisdiction or by governmental regulations or decrees, such decision shall not invalidate the entire Resolution. It is the expressed intention of both the Association and the City that all other provisions not declared invalid shall remain in full force and effect.

1.5 Peaceful Performance

- 1.5.1 The Association agrees that during the term of this Memorandum of Understanding neither it nor the employees it represents will engage in, encourage, sanction, support, any: strikes; mass resignations; mass absenteeism; picketing which would involve suspension of or interference with normal work of this department; or any other similar actions which would involve suspension of or interference with emergency work of this department. This clause will specifically expire on June 30, 2026.

ARTICLE II COMPENSATION

2.1 Salary

- 2.1.1 During the term of this agreement, represented employees shall receive the following increases:

- | | |
|--|-------|
| • Effective the first full pay period of July 2023 | 4.00% |
| • Effective the first full pay period of July 2024 | 3.00% |
| • Effective the first full pay period of July 2025 | 3.00% |

2.2 Deferred Compensation

- 2.2.1 The City will make available a Deferred Compensation Plan to all employees.

- 2.1.1.1 For employees hired after July 1, 2006, the City will provide a two percent (2%) of base salary, pretax contribution to a Deferred Compensation plan of the employee's choice.

- 2.1.2 To receive the contribution, employee must have completed their initial probationary period.

- 2.1.3 Employee must enroll in one of the Deferred Compensation plans offer by the City.

- 2.1.4 There is no vesting requirement. The contribution is immediately vested into the employee's account.

2.3 Recruit Firefighter Salary

- 2.3.1 For all newly employed Firefighters, the City shall make all reasonable attempts to coordinate the hire date of recruit Firefighters with a date on or about the beginning date of a basic Firefighters academy. While attending the academy, recruit Firefighters shall be compensated at a rate of ten percent (10%) less than Firefighter step A. A newly employed Firefighter shall be compensated at this rate for the period from the initial date of hire through the academy (if one is attended). The start of the next pay period, and after swearing in, the Firefighter shall be compensated at Firefighter step A.

2.4 Educational Incentive Program

- 2.4.1 Employees shall be eligible for incentive pay upon completion of courses required for the following certifications awarded by the Office of the State Fire Marshal or a diploma awarded by an accredited College/University for fire service and shall receive additional compensation as set forth below:

Chief Fire Officer 2% (pre 2015) or Chief Fire Officer 1% (post 2015)
Executive Chief Fire (2015) 1%
Fire Officer or Company Officer 2%
Fire Apparatus Driver Operator 1A 1 B or Driver Operator Pump 1A, 1B (2015) 1%
Post 2019 Remainder of Driver Operator series (Fire Apparatus Driver Operator Aerial, Tiller, Wildland, Water Tender (post 2019) 1%
HAZMAT Tech 2.5%
Fire Investigator I 1% (pre 2017) Fire Investigator II 1 (Pre 2017) or Fire Investigator (post 2017) 1%
Firefighter II 1%
Fire Protection Specialist 1%
Fire Marshal 1.0%
Inspector I and II 1%
Community Risk series (2019) 1%
Fire Science Certificate 1%
Associates Degree 2%
Bachelor's Degree 1%
Plan Examiner 1% (for Community Risk Reduction Series only)

Amounts payable in this program are cumulative but may not exceed a total of 5%.

Note: Upon completion of all courses required (not including the task books) for the certification the employee will be eligible for Incentive pay. Retroactive pay will be limited to 120 days.

2.5 Uniform Allowance

- 2.5.1 Each represented employee shall receive an annual uniform allowance of \$1,200, payable in biweekly installments throughout the year. Employees are responsible for purchasing uniforms as per the uniform policy including safety footwear.
- 2.5.2 All newly hired employees will receive an annual advance of their uniform allowance (\$1,200.00) and will not receive the biweekly allowance until completion of 12 months of employment.
- 2.5.2.1 Employees who leave during probation, may, at the City's option, be required to return purchased uniform items.

2.6 Extra Duty

- 2.6.1 Overtime is all extra duty required by the Department of off duty personnel, including but not limited to call back for emergencies, extra shifts of duty, continuation of shift, training and meetings, special assignments, and all overtime not otherwise provided herein.
- 2.6.2 Employees authorized or ordered by the Fire Chief, or his representative, to work on call back to duty or extra shifts or duty, whether emergency or non-emergency, shall be compensated for such work at one- and one-half times (1.5) their individual rate of pay (IRP). Employees who are not continuing a shift or who are not due to commence a shift eminently shall be compensated for a minimum of two (2) hours of overtime. Exception: employees shall be compensated for a minimum of four (4) hours of overtime for emergency callbacks.
- 2.6.3 Employees authorized or ordered by the Fire Chief, or his representative, to work on continuation of shift, training, meetings, special assignments, and all overtime not otherwise provided herein, shall be compensated for such work on an hour for hour basis at the rate of one- and one-half times (1.5) their individual rate of pay (IRP). Continuation of shift shall not exceed one hour per occurrence.
- 2.6.4 A rotation list shall be established by the Fire Chief, or his representative, to assure impartiality in extra duty assignments.
- 2.6.5 Gear Movement. Employees will be compensated 0.5 hour at the applicable overtime rate for moving their equipment from one station to another.
- 2.6.6 Hold Over. If an employee is held over on their shift, employee will be compensated for a minimum of 1 hour of pay at the applicable overtime rate. This hour does not include the 0.5 hour of applicable overtime for Gear Movement.
- 2.6.7 Court Time. All represented employees called back to duty or required to appear in court for hours not contiguous to their shift shall be compensated at one and one-half (1.5) times their regular hourly rate of pay for four (4) hours or the number of hours actually spent on duty or in court, whichever is greater.
- 2.6.8 Employees who are served a subpoena for a criminal matter will call their individual voice mail box to determine if the appearance has been canceled or continued to another date and time. The call must be made before the scheduled appearance. For the morning calendar, the employee must call by 1700 the prior day for a 9:00 a.m. appearance. For hearings scheduled in the afternoon, the employee must call at 12:00 noon. Afternoon cancellations and continuances will be made by 12:00 noon.

If canceled or continued to another day or another time, the Court Liaison, the District Attorney, or Department representative will leave a message to that effect on your individual voice mailbox. If the employee is not canceled, the employee is required to make the appearance as directed on the subpoena.

The Court Liaison Unit is required to maintain accurate records of all subpoenas issued. These records include subpoenas canceled and continued. These records are presumed to be accurate

based on the track record of the Court Liaison Unit. These records will be used to verify claims for compensation for all court appearances. Employees who dispute Court Liaison records may rebut the presumption with proper proof to the Battalion Chief. The Battalion Chief's findings are final.

If an employee makes an appearance for a case which has been canceled or continued and the message was delivered by the Court Liaison, the District Attorney or the Department representative to the employee's primary contact number in the time frames described above, there is no compensation for that appearance.

2.7 Compensating Time Off

- 2.7.1 The Fire Chief shall maintain a compensating time-off program for represented employees. The program shall enable Fire Operations Shift employees to accumulate a bank of up to ninety-six (96) hours of overtime hours which the employee does not wish to receive in the form of pay. CTO shall be accrued at the same rate, whether hour for hour or one and one half-hours for one hour, as the employee would have earned had the employee been compensated by pay. Employees on Fire Staff Shift (40-hour per week shifts) shall be able to accumulate up to eighty (80) hours in their compensating time-off bank. Once the maximum amount of compensatory time off is accrued, all additional overtime must be requested for payment. Nothing in this section shall prevent a represented employee from choosing to take pay for overtime or to have overtime hours placed in his/her compensating time off bank unless the maximum accumulation is reached. Upon request by the employee, the employee shall have the option of converting up to 288 hours (two hundred eighty-eight) hours per fiscal year to cash.
- 2.7.2 For reimbursable deployment or training wherein reimbursing entity requires compensation in the form of pay be received by the employee, the employee must be paid overtime and may not elect to bank CTO hours earned.

2.8 Longevity Pay

- 2.8.1 The City shall pay longevity pay according to the following schedule, payable biweekly once the employee has reached the appropriate years of service. Payment begins the pay period after obtaining the years of service.

10 years of service	\$225 per year
15 years of service	\$275 per year
20 years of service	\$325 per year

Effective the first full pay period in July 2025, longevity pay will be calculated as follows:

10 years of service	1.0% of Base Pay
15 years of service	2.0% of Base Pay
20 years of service	3.0% of Base Pay

NOTE: Percentages of base pay are not cumulative; maximum allowable pay of 3% of base pay.

2.9 Acting Pay

- 2.9.1 Employees assigned by their supervisor to perform substantially all duties in the next higher-level classification shall receive an additional five (5%) percent of their individual rate of pay (IRP) as Acting Pay compensation. For example, a Fire Engineer acting as a Fire Captain.
- 2.9.2 Employees assigned by their supervisor to perform substantially all the duties in a classification above the next higher classification (e.g., two classifications higher), shall receive an additional seven and a half (7.5%) percent of their individual rate of pay (IRP) as Acting Pay compensation. For example, a Firefighter acting as a Fire Captain.

2.10 Bilingual Pay

- 2.10.1 Bilingual employees, as designated in the City's bilingual policy, shall receive additional compensation above their regular salary at the rate of two hundred dollars (\$200) per month.

2.11 New Technology

- 2.11.1 The City agrees to meet and confer with the Association upon the proposed introduction of new technology into the work performed by represented members and to negotiate the affect such technology may have on the members if it significantly impacts matters within the scope of representation.

2.12 Hazardous Materials

- 2.12.1 For the term of this agreement, the employees agree to participate in Hazardous Materials Operations. These operations include Level One incidents and the primary responsibility of management and participation in the Decontamination corridor, as part of Yolo County Hazardous Materials Response Team. These operations involve those people in the Woodland Fire Department trained to the Operational Decon level. For those trained to the Technician Level additional duties may be required at the overall Hazmat Scene. It is understood the University of California - Davis Fire Department has the primary responsibility of Entry into the hazardous materials scene in level two and above incidents, that require the activation of the Yolo County HMRT.

2.13 Comparison Agencies

- 2.13.1 The City and Association agree to use the following agencies for compensation comparison purposes: Davis, Lincoln, Lodi, Manteca, Rocklin, West Sacramento and Yuba City.

2.14 Squad Pay

- 2.14.1 While assigned to the squad, the Firefighter shall be compensated at one percent (1%) above base pay. While assigned to the squad, the Engineer shall be compensated two- and one-half percent (2.5%) above base salary for the hours worked. This compensation is to acknowledge the increased supervisory, administrative and tactical decision making. Acting Engineers will be compensated five percent (5%) as acting pay, consistent with section 2.9.2, and an additional two- and one-half percent (2.5%) for squad pay.

ARTICLE III

EDUCATIONAL INCENTIVE

3.1 Educational Reimbursement

- 3.1.1 It is the policy of the City to encourage the educational accomplishment of represented employees.
- 3.1.2 City/Department Required Courses. The City shall incur all costs of any education, including conference fees, tuition, travel, meals and lodging, for such education that the City requires a represented employee to attend. For such Department mandated training, the City's "Travel and Travel Reimbursement Policy" shall apply. Normally, career advancement education courses are NOT mandated courses.
- 3.1.3 Education Reimbursement. Represented employees may request up to \$625 reimbursement per fiscal year for job related course work, or course work toward a job-related certificate, or course work toward an AA, BA or advanced degree related to the fire service. General education courses, required to receive such a degree shall be eligible for reimbursement. Reimbursement shall be made in accordance with the City's education reimbursement policy.
- 3.1.4 Generally, attendance of courses certified by the California State Fire Marshal's Office (CSFMO), California Specialized Training Institute (CSTI), and the National Wildland Coordinating Group (NWCG) fall under the provisions of the City's education reimbursement policy (see 3.1.3 above). Other courses may be approved by the program director (i.e., Training Chief for Operations, Fire Marshal for Prevention) and the Fire Chief, or his representative, if the course improves current job skills and abilities or prepares the employee for career advancement. It is understood and agreed that many of these courses come available in short notice, and require payment in advance, therefore the City agrees to provide an exception for represented employees accepted for these courses. The City will permit advance payment of the \$625 education reimbursement benefit for represented employees approved by the program director and the Fire Chief. No more than \$625 per fiscal year shall be paid or reimbursed to any employee under these provisions. Any advance payments received that are not used, shall be returned to the City. Likewise, failure to successfully complete the course or failure to attend the course will require the employee to pay the City back for any advanced payments received.
- 3.1.5 Travel, Meal and Lodging Reimbursements. In addition to tuition, books and fees associated with education reimbursement provided for in paragraphs 3.1.3 and 3.1.4 above, travel meal

and lodging costs may be reimbursed. Amounts of reimbursements shall be governed by the City's travel policy. Amounts of all reimbursements per fiscal year shall not exceed \$625.

- 3.1.6 Professional Growth Incentive Program. Employees covered by this Resolution are eligible to participate in the Professional Growth Incentive Program. Employees may receive a reimbursement for professional memberships, subscriptions, professional training (including travel, lodging and parking fees), attainment of academic degrees, and equipment limited to desktop computers or components (memory, hard drives, video cards, power supplies, mother boards), keyboards, monitors, computer mouse(s)/pointing devices, laptop/notebook/tablet computers, printers, City standard suite of office productivity software (currently Microsoft Office Suite), and personal digital assistants (PDA) and accessories, unless considered used mostly for personal entertainment. All such requests require advance approval by the City. Maximum reimbursement per fiscal year per employee shall be \$625.00.
- 3.1.7 The \$625 maximum applies to both Professional Growth and Education Reimbursement. In no instance will an employee be reimbursed more than a total \$625 per fiscal year for Professional Growth Incentive Program or Education Reimbursement.

Education Leave of up to 96 hours per year shall be granted for all approved courses/classes. Education leave will be administered as concurrent schedule leave in Section 6.5.1

3.2 Certification Board

- 3.2.1 A Certification Board shall be maintained as a standing committee within the Department. The Board shall recommend training and educational requirements required for promotion to the rank of Engineer and Captain. The Board shall further recommend training and educational requirements for all Firefighters, Engineers, and Captains necessary to maintain certification and proficiency at the employee's present rank. It shall further be the duty of the Board to monitor the training and performance of probationary employees and to provide advice and recommendations to the Chief regarding appointment to or rejection of appointment to permanent status of probationary employees.
- 3.2.2 The Certification Board shall be comprised of two Firefighters, two Engineers, and two Captains appointed by the Association and the Fire Battalion Chiefs.

ARTICLE IV

MEDICAL AND RELATED BENEFITS

4.1 Medical Insurance

- 4.1.1 The City shall make available to all unit employees, the medical insurance program. Employees shall have the option of enrolling in any of the medical plans provided by the City.
- 4.1.2 For Employees **hired before July 1, 2006**, the City provides a two tier medical benefits program:

- Tier One: Employee Only and Employee plus One
- Tier Two: Employee plus Family

4.1.2.1 Employees hired on or before July 1, 2006 who provide proof of dual coverage under any other group medical insurance programs may decline to accept medical coverage. These employees shall be eligible for a payment of \$405 per month.

4.1.3 Employees hired on or before July 1, 2006, who have opted out of City provided medical coverage as of November 1, 2019 would continue to receive \$565 per month. Should the employee elect coverage later, and then again decline coverage, the \$405 monthly payment would be applicable.

4.1.3.1 Employees hired on or before July 1, 2006 who are enrolled in medical insurance programs shall be entitled to receive payment of the difference between the cost of the medical plan and the monthly amount listed below based on the tier in which the employee is enrolled; however, in no case shall the differences paid exceed the amounts provided below:

- Tier One: Employee Only and Employee Plus One \$810
- Tier Two: Employee plus Family \$1060

The City will pay a flat amount for medical coverage based on the chart below:

Effective	Employee Only	Employee Plus One	Family
January 1, 2024	\$2,036.21	\$2,036.21	2,647.27
January 1, 2025*	\$2,117.65	\$2,117.65	\$2,752.96
January 1, 2026**	\$2,202.36	\$2,202.36	\$2,863.08

* If the CalPERS Kaiser Rate for health premiums increases by **more than 20%** from January 2024 to January 2025, then the City Contribution toward health insurance premiums will increase **by 8.0%** from 2024 to 2025. If the CalPERS Kaiser Rate for health premiums increases by **more than 25%** from January 2024 to January 2025, then the City Contribution toward health insurance premiums will increase **by 10.0%** from 2024 to 2025.

If the CalPERS Kaiser Rate for health premiums increases by more than 20% from January 2025 to January 2026, then the City Contribution toward health insurance premiums will increase by 8.0% from 2025 to 2026. If the CalPERS Kaiser Rate for health premiums increases by **more than 25% from January 2025 to January 2026 then the City Contribution toward health insurance premiums will increase **by 10.0%** from 2025 to 2026.

4.1.4 For Employees **hired on or after July 1, 2006**, the City provides a **three tier** medical benefits program:

- Tier One: Employee Only
- Tier Two: Employee plus One
- Tier Three: Employee plus Family

Employees hired on or after July 1, 2006 who provide proof of dual coverage under any other group medical insurance programs may decline to accept medical coverage. These employees shall be eligible for a payment of \$405 per month.

4.1.4.1 Employees hired on or after July 1, 2006 who are enrolled in medical insurance programs shall be entitled to receive payment of the difference between the cost of the medical plan and the monthly amount listed below based on the tier in which the employee is enrolled; however, in no case shall the differences paid exceed the amounts provided below:

- Tier One: Employee Only \$405
- Tier Two: Employee plus One \$810
- Tier Three: Employee plus Family \$1060

The City will pay a flat amount for medical coverage based on the chart below:

Effective	Employee Only	Employee Plus One	Family
January 1, 2024	\$1,018.12	\$2,036.21	\$2,647.27
January 1, 2025*	\$1,058.84	\$2,117.65	\$2,752.96
January 1, 2026**	\$1,101.20	\$2,202.36	\$2,863.08

*If the CalPERS Kaiser Rate for health premiums increases by **more than 20%** from January 2024 to January 2025, then the City Contribution toward health insurance premiums will increase **by 8.0%** from 2024 to 2025. If the CalPERS Kaiser Rate for health premiums increases by **more than 25%** from 2024 to January 2025, then the City Contribution toward health insurance premiums will increase **by 10.0%** from 2024 to 2025.

If the CalPERS Kaiser Rate for health premiums increases by more than 20% from January 2025 to January 2026, then the City Contribution toward health insurance premiums will increase by 8.0% from 2025 to 2026. If the CalPERS Kaiser Rate for health premiums increases by **more than 25% from January 2025 to January 2026 then the City Contribution toward health insurance premiums will increase **by 10.0%** from 2025 to 2026.

Notwithstanding any stated provisions, the City's contribution to health benefits, as of January 1, 2024 shall not exceed:

- 4.1.5 The City shall contribute up to the following amounts towards employee medical insurance coverage and cafeteria plan benefit:

Effective **July 1, 2023 through December 31, 2023**, the City shall contribute the following amounts towards employee medical insurance coverage and cafeteria plan benefit:

Tier	Medical Benefit	Cafeteria Plan Benefit	Total Benefit
Employee only	\$151.00	Note 3	\$855.12
Employee plus one	\$151.00	Note 3	\$1,873.21
Employee plus family	\$151.00	Note 3	\$2,484.08

Note 1: Per paragraph 4.1.2 above, employees hired before July 1, 2006 who qualify for the "Employee Only" tier shall receive medical insurance coverage and cafeteria plan benefit equal to the "Employee plus One" tier.

Note 2: The Medical Benefit will be equal to the minimum established by the CalPERS Board (currently \$151.00 from the January 2023 table). It is anticipated that this amount will be adjusted annually based on changes to the medical component of the CPI.

Note 3: Cafeteria Plan benefit will be equal to the difference between the Medical Benefit and the Total Benefit.

- 4.1.4.5 Employees enrolled in medical insurance programs shall be entitled to receive payment of the difference between the cost of a medical plan and the monthly allowances provided in paragraph 4.1.4 above for the respective tier in which they are enrolled. However, in no case shall the differences paid exceed the amounts provided in paragraph 4.1.4.1 above.

4.2 Long Term Disability Insurance

- 4.2.1 The Association shall provide a long-term disability (LTD) program for Unit members. Amounts designated as LTD premiums by the Association shall be paid to the Association by the City through payroll deduction. The City's sole responsibility in the operation of the long-term disability insurance program shall be to deduct the amounts specified by the Association. The Association shall hold harmless and indemnify the City for any liability as a result of implementation of this long-term disability insurance program.

Should the Association's LTD plan become unavailable, the City and Association agree to reopen negotiations on this section.

The Association and City will gain a greater understanding the LTD benefits provided by the Association. After that meeting, the City may explore offering a Short-Term Disability policy to the members of the Association.

4.3 Dental Insurance

- 4.3.1 The City shall continue in effect its self-insurance group dental plan for all represented employees. The maximum annual reimbursement shall be two thousand (\$2,000) per covered person.
- 4.3.2 City shall continue to provide employees identified in Section 1.1 of this Resolution and any eligible dependents, coverage in the City's dental insurance plan provided to other employees. The benefit shall be paid by the City except where the plan requires the employee to pay a deductible or co-payment.

4.4 Vision/Optical Insurance

- 4.4.1 The City agrees to maintain in effect the vision insurance program for all unit employees. The plan shall have a, Fifteen (\$15) Dollar co-pay for an in-network vision provider for eye exam.

4.5 Life Insurance

- 4.5.1 The City shall maintain in effect life insurance for all unit employees at fifty thousand (\$50,000) dollars.

4.6 Medical Insurance Upon Retirement

- 4.6.1 Employees who retire from the City may be eligible for Medical Insurance in accordance with the CalPERS Medical Plan (or designated Plan). Dental, Vision and Long Term Disability Insurance is not provided to retirees.
- 4.6.2 For employees who were **hired before July 1, 2006**, with ten (10) or more years of service who either retire and are eligible to receive benefits under the City's PERS plan or retire for disability under PERS shall be eligible for continued health and life insurance coverage subject to the following terms and conditions:
 - 4.6.2.1 Employees 50 years old or older who separate from City service but postpone application to receive PERS retirement benefits must pay the premiums for any continued insurance coverage until the application for benefits is approved;
 - 4.6.2.2 Insurance benefits levels to retirees will be equal to the schedule reflected in paragraph 4.1.4 above. Retirees who were hired on or before July 1, 2006, will receive a benefit equal to the "Total Benefit" reflected in 4.1.4 above; however, provisions of paragraphs 4.1.B.1 and 4.1.3.2 do not apply to retired employees.
 - 4.6.2.2.1 Retirees who were hired prior to July 1, 2006 have a vested right to receive full medical insurance benefits in retirement equal to the total medical benefit provided to active employees. In the immediate case, such retirees shall receive the combined value of the medical benefit and the cafeteria plan benefit to equal the total benefit. In future cases, should the City again restructure its health care benefits, such retirees shall

continue to receive the full value provided to active employees for health benefits irrespective of how they may subsequently be structured.

- 4.6.2.3 Life Insurance will be continued with the same benefit level and conditions as active employees except as adjusted according to the schedule outlined in the City's "Life Insurance Outline of Benefits" or in any modifications or other plans that replace the current plan;
 - 4.6.2.4 Health Insurance coverage will be coordinated with Medicare when retirees become eligible; and
 - 4.6.2.5 Dental, Vision and Long-Term Disability Benefits will not be offered or provided to retirees.
- 4.6.3 Employees who were **hired on or after July 1, 2006**, will receive medical insurance benefits in retirement as follows:
- 4.6.3.1 Insurance benefits levels to retirees who were hired after July 1, 2006, will receive a benefit equal only to the "Medical Benefit" reflected in 4.1.4 above; however, provisions of paragraphs 4.1.2.1 and 4.1.2.2 do not apply to retired employees.
 - 4.6.3.2 Retirement Health Savings Plan. The City of Woodland has established a program in which employees participate to save, on a tax deferred basis, money to help pay the cost of healthcare once an individual retires. The Retirement Health Savings Plan (RHSP) may be used for medical, dental and vision care as well as other healthcare expenses.
 - 4.6.3.2.1 For employees hired on or after July 1, 2006, participation in the City's RHSP is mandatory.
 - 4.6.3.2.2 Contributions: The City shall contribute \$100 per month to the employee's RHSP account; the employee shall contribute \$50 per month to their RHSP account. These contributions shall start after an employee has successfully completed their initial probationary period. However, upon successful completion of probation, the City shall contribute a lump sum of \$100 per month for each month served in the employee's initial probation.
 - 4.6.3.2.3 Initial Probationary Period. During an employee's initial probationary period with the City, neither the employee nor the City shall contribute to the employee's RHSP account. The initial probationary period is that probationary period when an employee is first hired. A probationary period is also in effect when an individual changes classification or is promoted to a higher classification; City and employee contributions to RHSP accounts will continue during such promotional probationary periods.
 - 4.6.3.2.4 Conversion of Sick Leave. Once an employee has accrued 500 hours of sick leave, the City shall convert 50% of additional sick leave earned to a cash contribution to an employee's RHSP account. This results in all sick leave earned above 500 hours being changed to 6 hours per month

(versus 12 hours) with the value of 6 hours of salary being contributed to the employee's RHSP account.

- 4.6.3.2.5 The parties agree to meet and explore the city contribution to Medicare eligible retirees over the age of 65 to 80% of the Medicare eligible premium, with a 5% increase per year (consistent with active employees).

4.7 Tobacco Products

- 4.7.1 Employees hired after October 2005 shall refrain from the use of all tobacco products during the term of their employment with the City. This section also applies to smokeless tobacco products.

ARTICLE V

HOLIDAYS

5.1 Holidays

- 5.1.1 Represented employees who are scheduled to the 56-hour work-week (Fire Operations Shift) shall be paid for 134.4 hours per year in lieu of holidays payable at the rate of eleven and two tenths (11.2) hours per month. Holiday-In-Lieu payment shall be made at the employees' individual rate of pay (IRP).
- 5.1.2 Represented employees who are scheduled to work a regular 40-hour week shall observe the following holidays:

January 1st
Third Monday in January (Martin Luther King's Birthday)
Third Monday in February (Presidents Day)
Fourth Monday in May (Memorial Day)
July 4th
First Monday in September (Labor Day)
November 11th (Veteran's Day)
Thanksgiving Day
The Day after Thanksgiving Day
Christmas Eve – ½ day (observed last work day before Christmas)
December 25th (Christmas Day)

- 5.1.2.1 In addition, each represented employee who is scheduled to work a regular 40-hour week shall have 16 hours added to his/her vacation leave total in the first full pay period of July each year.

ARTICLE VI

VACATION

6.1 Vacation Leave

- 6.1.1 Each represented employee assigned to the Fire Operations Shift shall accumulate vacation leave according to the following table:

<u>Months of Service</u>	<u>Leave Earned Per Month</u>
1-36	11 hours
37-60	13 hours
61-120	15 hours
121-180	18 hours
over 180	21 hours

- 6.1.2 Each represented employee assigned to the Fire Staff Shift (40-hour work week) shall accumulate vacation leave according to the table below:

<u>Years of Service</u>	<u>Vacation Earned Per Month</u>
0 to 3 years	7.7 hours
4 to 5 years	9.7 hours
6 to 10 years	11 hours
11 to 15 years	13 hours
16 years and over	15 hours

6.2 Maximum Accumulation - Vacation Buy-Back

- 6.2.1 Fire Operations Shift employees shall be allowed a maximum accumulation of vacation leave of 624 hours past January 1 of each year. Should an employee request vacation leave within sixty (60) days of reaching the maximum accumulation allowed, and due to staffing needs, the department is unable to grant the vacation time off, the employee shall be granted a sixty (60) day extension within which to take the vacation leave. Fire Staff who are non-operational employees and work an administrative shift may carry an unused balance of vacation leave of no more than 56 days (448 hours) past January 1 of each year. Provided an employee has submitted a timely vacation request pursuant to this MOU, no employee shall lose accumulated vacation time because of lack of departmental staffing.
- 6.2.2 Fire Operations Shift employees may buy back a maximum of ninety-six (96) hours of vacation per fiscal year provided that the employee has taken/scheduled at least seventy-two (72) hours of vacation during that fiscal year. Fire Staff Shift employees may buy back forty (40) hours per fiscal year provided they have taken/scheduled at least an equal number of vacation hours during the fiscal year.

6.3 Minimum and Maximum Vacation Periods

- 6.3.1 Fire Operations Shift employees shall be limited to fifteen (15) separate vacation periods per year with four (4) hours being the minimum vacation period allowed. A multiple shift vacation will be counted as a single vacation. Note: Education Leave will not count towards the fifteen (15) occurrences.

6.4 Annual Vacation Selection Procedure

- 6.4.1 Annual vacation shall be opened for bid starting on November 1 and closing on December 31 of each year for vacation requests for the following calendar year.
- 6.4.2 Departmental seniority governs where more than one employee on the same shift bids the same vacation.
- 6.4.3 Annual vacation bids shall be certified as approved in staffing scheduling software by the City no later than December 31 of each year.
- 6.4.4 Annual vacation applied for on or after January 1 of each year shall be granted on first-come basis and shall be confirmed in staffing scheduling software
- 6.4.5 All vacations shall be subject to the minimum staffing. The Fire Chief must approve all vacations in staffing scheduling software.

6.5 Concurrent Scheduled Leaves

- 6.5.1 Concurrent Scheduled Leaves for Fire Operations Shift. Two (2) employees on the same shift may take concurrent scheduled leave. Scheduled leave consists of all employee-initiated absences including: vacation, compensatory time, education leave, FMLA, scheduled sick leave, etc. . Any leave or light duty associated with a pregnancy will not be considered an employee-initiated absence. Any City-initiated absences will not be counted against the two-person scheduled leave provision; City-initiated absences include: workers' compensation, 4850 time, vacant positions, etc. A third (3) employee shall be allowed to take concurrent leave so long as no overtime costs accrue with the exception of Comp time. When Comp time is used as Third Person leave, the Comp time must be used in a minimum of 12-hour increments and will not be allowed to create a force hire.

ARTICLE VII

LEAVE

7.1 Sick Leave

- 7.1.1 Sick leave may be used only for non-service connected illness or injury or until entering disability retirement after receipt of Labor Code Section 4850 benefits to the extent of Legal entitlement, as provided in sub-section 8.1.5 of this agreement, titled "Disability Retirement."

7.2 Accumulation and Deduction

- 7.2.1 Each represented employee working the Fire Operations Shift shall accumulate sick leave at the rate of 12 hours per month. Each represented employee assigned to the Fire Staff Shift shall accumulate at the rate of 8 hours per month.
- 7.2.2 Time on sick leave shall be deducted from accumulated sick leave in hourly increments as used.
- 7.2.3 There shall be no limitation on the amount of sick leave which may be accumulated.
- 7.2.4 No lump sum payment shall be made for sick leave upon retirement, resignation, or discharge from employment with the City. Upon service retirement, however, accumulated sick leave shall be added to the length of time served for purposes of determining retirement benefits and shall include sick leave which accumulates during leave for non-service-connected illness or injury.

7.3 Bereavement Leave

- 7.3.1 Bereavement leave is to be utilized under the provisions for sick leave.

7.4 Family Medical Leave Act (FMLA)

- 7.4.1 The City has updated their Family Medical Leave Policy, (FMLA), Paid Sick Leave Policy (PSL) and Pregnant Workers Fairness Act (PWFA) to comply with the current regulations.
- 7.4.2 Prior to the City changing the FMLA, PSL or PWFA policy, the City agrees to meet and discuss with the Association on any changes.

ARTICLE VIII

PERS RETIREMENT

8.1 Retirement

- 8.1.1 3% @ 50 CalPERS Retirement Formula (Tier 1) for City of Woodland Employees hired on or before December 31, 2012 or are Legacy/Classic members as defined by CalPERS. The formula in effect for eligible represented employees hired on or before December 31, 2012 or are new hires to the City of Woodland who are "Legacy/Classic" members as determined by CalPERS is the 3% @ 50 formula with one-year final compensation (i.e. highest one-year average pensionable "compensation earnable").

2.7% @ 57 Retirement CalPERS Retirement Formula (PEPRA) for City of Woodland Employees hired on or after January 1, 2013. As mandated by CalPERS, the formula in effect

for represented employees hired to the City of Woodland on or after January 1, 2013, and are considered new members as defined by CalPERS is 2.7% @ 57 with average three-year compensation.

8.2 Employee Contribution towards Employee Share

- 8.2.1 Employee Contribution for employees on the 3 % @ 50 CalPERS Retirement Formula (Tier 1) for City of Woodland Employees hired on or before December 31, 2012 or are Legacy/Classic members as defined by CalPERS.
- Employees under this formula shall pay the full 9% of pensionable compensation of the employee's share of CalPERS pension.
- 8.2.2 Employee Contribution for employees under the 2.7% @ 57 Retirement CalPERS Retirement Formula (PEPRA) for City of Woodland Employees hired on or after January 1, 2013. Employees under this formula shall pay 50% of the normal cost towards CalPERS Pension as required and determined by CalPERS.
- 8.2.3 Additional Employee Contribution towards Employer share per PERS Section 20516 contract amendment by all employees under the 3% @50 Retirement Formula. All employees under the 3% @ 50 retirement formula (Tier 1) shall contribute 4% of pensionable compensation towards the employer share of PERS retirement pursuant to PERS Code Section 20516 contract amendment.
- 8.2.4 Employee contributions will be paid on a pre-tax basis as allowed by IRS Code Section 414(h)(2).
- 8.2.5 Disability Retirement. After receipt of Labor Code Section 4850 benefits to the extent of legal entitlement, an employee eligible for disability retirement under the Public Employees Retirement System (PERS) rules shall retire on the date set forth in the City's written request to the Public Employees' Retirement System without further use of accumulated sick leave. An employee eligible for both service and disability retirement may choose one or the other.
- 8.2.6 Optional Benefits. The City shall continue its contract with PERS to compute employee's retirement on the highest one (1) years' salary, for Legacy/Classic members. For all members, the City shall continue its contract with PERS to provide for the Fourth Level 1959 Survivors Benefit (Section 21382.5) and the Pre-Retirement Optional Settlement 2 Death Benefit.

ARTICLE IX

WORKING CONDITIONS

9.1 Substitution of Shift

- 9.1.1 Each represented employee assigned to the Fire Operations Shift shall be granted a substitution of shift with pay for any hour(s) or days(s) on which he/she is able to secure another employee to work in his/her place subject to the following provisions:

Substituting of shift(s) must be made in writing and signed by both parties involved in the exchange and their company officers. Requests for exchange of time are subject to the approval of the company officer for Firefighters and Engineers and the Shift Battalion Chief for Captains. Acting status shall not apply for the purposes of this section.

- 9.1.2 The payment of cash or other compensation by one employee to another in exchange for time worked is prohibited.
- 9.1.3 Neither the City nor the superior officer is held responsible for enforcing any agreement made between employees. It is understood that the employee's first responsibility is to his/her position with the City.
- 9.1.4 An Employee will not exceed seventy-two (72) hours of consecutive duty. However, by mutual consent, (the employee and the Fire Chief) employees may work up to one hundred ninety-two (192) hours of consecutive duty. Any out of the County assignment, either as part of a strike team or single resource, falls outside of the maximum hours of consecutive duty worked provision in this section.
- 9.1.5 The person signing the request as the substitute shall assume the responsibility for the requested time. Any failure on the part of the substitute to fulfill his/her obligations shall result in forfeiture of any cost incurred by the City to fill that position. An exception shall be granted for persons scheduled to work a shift trade whose absence due to illness causes a vacancy requiring overtime replacement. Employees shall not be responsible for costs to the City for this replacement; provided, however, unit members may not cancel shift exchanges in favor of sick leave payment.

9.2 Probationary Period

- 9.2.1 To enable the City to exercise sound discretion in filling positions within the Fire Department, no appointment to a position in the Fire Department shall be deemed final and permanent until after the expiration of a period of one year's service post academy if one is attended. At the discretion of the City Manager, on the recommendation of the Fire Chief, or representative, said one-year period may be shortened.
- 9.2.2 During the probationary period the employee may be rejected at any time by the City Manager, on the recommendation of the Fire Chief, or representative without cause and

without right of appeal. Notification of rejection in writing shall be served on the probationary employee and a copy filed in the Human Resources Office.

- 9.2.3 Any employee promoted during the probationary period after an original appointment, is not eligible for consideration of his/her first merit salary step increase until he/she has completed his/her probationary period. Employees serving a probationary period as a result of a promotional appointment are eligible for the consideration of their first merit salary step increase six (6) months after the promotional appointment is made.

9.3 Shift Changes and Hours

- 9.3.1 Each represented employee assigned to the Fire Operations Shift, shall work a fifty-six (56) hour week, on a 48/96 work schedule with shift changes to be made at 7:00 a.m.

9.3.1.1 The City of Woodland has adopted an FLSA 7k work cycle of 27 days, creating an FLSA overtime threshold of 204 hours each 27 days.

- 9.3.2 The normal work hours for represented employees working the Fire Operations Shift shall be from 7:30 a.m.to 12:00 noon and 1:00 p.m.to 4:30 p.m. during each shift with the exception of City holidays.

9.3.2.1 Other Shifts for Fire Staff Shifts.

9.3.2.2 Alternate Work Week - A biweekly work schedule consisting of eighty (80) hours of work (over a 14-day period) in no fewer than eight (8) work days, and with no more than ten (10) hours scheduled on any work day.

9.3.2.3 Flex Time Schedule - A weekly work schedule consisting of forty (40) work hours during a seven-day work period at other than traditionally scheduled hours for the assigned shift.

9.3.2.5 Other schedules approved by the Fire Chief or designee.

9.3.2.6 Alternative work schedules may be discontinued by the Fire Chief or designee at any time if it is determined that such schedules inhibit the efficiency or maintenance of City operations and/or services. At the request of affected employees, or the Association the Fire Chief or their designee shall meet and discuss the discontinuance of an alternative work schedule prior to terminating the schedule. The City may eliminate the schedule with advance notice. However, upon mutual agreement; the advance notice can be waived.

- 9.3.3 City Holidays are: January 1 (New Year's Day); Third Monday in January (Martin Luther King's Birthday); Third Monday in February (Washington's Birthday); Fourth Monday in May (Memorial Day); July 4 (Independence Day); First Monday in September (Labor Day); November 11 (Veteran's Day); Thanksgiving Day, the day after Thanksgiving; and December 25 (Christmas Day).

- 9.3.4 An emergency situation or pre-scheduled activities may require additional activities outside the normal work day.

- 9.3.5 Fire Staff Shift employees shall work a forty (40) hour work week. Normal work hours shall be 8:00 a.m. to 5:00 p.m.

9.4 Filling Vacant Shift Positions

- 9.4.1 When temporarily filling vacancies on a shift, the call-in procedure in the Department's Operations and Procedures Manual shall be used. However, in situations where there are more Fire Operations Shift Staff on duty than minimum staffing requires, and an acting assignment is necessary, that assignment will be made from the current certification list. If no certified employees are available on that shift, the Fire Chief or their designee will resolve the situation.
- 9.4.2 Represented employees shall not be required to perform duties in a lower job classification unless such a requirement is necessary during firefighting or medical aid situations or by mutual agreement.
- 9.4.3 The City will continue its practice of allowing bidding for permanent shift vacancies occurring outside of the normal bid cycle.

9.5 Modified Duty for Work Related Injuries

Subject to the requirements of the physician's release and the discretionary modified duty assigned by and the Fire Chief or designee, modified duty may be accommodated. Employees assigned to a 24-hour shift schedule who are placed on modified duty will be offered a 24-hour operational shift modified duty, pending that the physician's release supports a 24-hour shift work assignment consistent with Workers' compensation rules and regulations. The employee may opt to work a 40-hour work week (i.e. Monday-Friday) or alternative schedule if the schedule enhances the mission and goals of the Department, including: special project, training, and or assigned to the West Valley Regional Fire Training Consortium, or Fire Academy. Special assignments and projects are a way to enhance the employee's knowledge, skills, and ability.

9.6 Safety and Sanitation

The City shall continue to provide for the safety of employees during the hours of their employment. In this regard, the City agrees that it will receive and consider written recommendations with respect to unsafe working conditions or other safety ideas in the area of working conditions from any employee or the Association; and the employees and the Association agree that they will direct their safety recommendations and ideas to the City. To facilitate this process, a Safety Advisory Committee consisting of representatives of the Fire Chief and the Association, said Association representatives to be employees of the City of Woodland Fire Department, shall meet every three months to consult on such safety matters. Up to one Association representative may attend such meetings without loss of pay or benefits.

9.7 Repair or Replacement of Damaged Personal Property

9.7.1 Personal property which is destroyed or damaged in the course of employment shall be repaired or replaced.

9.7.1.1 Personal property are those items necessary during job-related activities. Items include uniforms, eyeglasses, false teeth and watches.

9.7.1.2 Personal property shall not include those items not required for job related activities. Items not included are necklaces or chains; earrings, bracelets, and other jewelry.

9.7.1.3 The total payable claims for eyeglasses shall be \$175 per occurrence. The total payable claims for watches shall be \$50 per occurrence.

9.7.1.4 The procedure for the repair or replacement of damaged personal property shall be the same for City property as described in the Department's Operations and Procedures Manual.

9.8 Special Services

9.8.1 A washing machine and clothes dryer will be provided at all the station locations.

9.8.2 Represented employees agree to be responsible for cleaning sheets, pillowcases, bedspreads, towels and all protective clothing. The City shall supply all necessary soap and detergent, furniture, major appliances, cooking and eating utensils at the reasonable discretion of the Fire Chief or representative. The City shall also supply and replace, as necessary, such items as televisions sets, exercise equipment, or other equipment normally associated with leisure time activities; subject to budgeted amounts and the reasonable discretion of the Fire Chief or representative.

9.9 Accident Reports

9.9.1 The City shall require any employee who is involved in an accident during the course and scope of their employment, or who witnesses an accident while on duty, to submit an accident report. An employee shall not be required to prepare an accident report on their own time, and they shall be given a copy of any such report prepared by them.

9.10 Seniority

9.10.1 The City shall establish a seniority list of permanent employees of the Fire Department, which shall be brought up to date by the City on November 1 of each year. This seniority list shall be immediately posted in each station for a period of not less than ninety (90) days and a copy of same shall be mailed to the Secretary of the Association. Unless an objection to the seniority list as posted is made to the City by an employee within ninety (90) days from the date such list is posted, the list will be final.

9.11 Department Personnel Records

- 9.11.1 Employee personnel records shall be subject to inspection only to the employee concerned or his/her designated representative in the employee's presence and the City's presence. A log shall be maintained in the front of each individual departmental personnel file and shall indicate each person, including the employee, the date and purpose of all additions, deletions, entries, reviews, inquiries or other examinations of the personnel file. A copy of all information relating to commendations or discipline placed in an employee's personnel file shall be given to the employee.

At the employee's request, after one year from the date of discipline, any disciplinary actions or letter will be purged from the employee's personnel file.

- 9.11.2 Whenever the City receives a complimentary letter, report, or other written communication concerning a particular employee, it shall send a copy thereof to the concerned employee and place the original in the personnel file of that employee.

9.12 Employee Mail Boxes

- 9.12.1 The City shall provide to the Association materials to construct mailboxes for employees at each station. Mailboxes shall be available to each person assigned to a station for purposes of receiving intra-City and Association mail.

9.13 Residency Requirement

- 9.13.1 The City of Woodland prefers that represented employees reside within one (1) hour normal driving time of Station 1. Represented employees are not obligated to do so. Employees residing beyond the one (1) hour normal driving time limit shall be subject to the following conditions:
1. Employees may not be eligible for certain types of overtime call-back as determined by the Department (for example, sick leave relief, emergency call-back, strike team activities, etc.)
 2. No unusual modifications to employees work schedule will be allowed. For example, excessive shift trades, missed training, extended periods of time without working (not caused by vacation, sick leave, etc.) will not be allowed.

9.14 Catastrophic Illness or Injury

- 9.14.1 Represented employees may donate portions of their vacation or CTO accumulations to other employees who have suffered catastrophic illness or injury. Employees receiving donation of time from other employee must first exhaust all available vacation, compensatory time and sick leave.

9.15 Flexible Spending Account

- 9.15.1 The City agrees to maintain in effect provisions allowed by Section 125 of the Internal Revenue Code. Such account shall provide for pre-tax treatment of employee obligations for medical and dependent care costs.

9.16 Shift Bidding

- 9.16.1 Represented employees may bid for Station Assignments within their shifts during the fourth quarter of each calendar year. This process shall be completed prior to November 30th of each year. The bidding process shall be done by seniority and by rank on a rotating basis beginning year 2001. Employees wishing to transfer to a different shift may do so providing they: 1. Find a member of equal rank on another shift that agrees to the transfer. 2. Obtain concurrence by their immediate supervisors and approval from the Operations Division. Administrative Staff reserves the right to place employees in specific billets, which will enhance the mission of the department.

9.17 Firefighters Bill of Rights

This section applies to all members of this Association. The City agrees to apply the rights and protections described in the Firefighters' Bill of Rights to those employees covered by the Firefighters' Bill of Rights during events and circumstances involving the performance of his or her official or duties and/or during events not involving the performance of his or her official duties excluding those rights set forth in Government Code Section 3253(e). The rights in said excluded section shall only apply in investigations involving investigations into acts and/or omissions occurring in the performance of official duties in accordance with the Act.

In addition to the confidentiality provided to union representatives by Government Code Section 3253 (i), union representatives shall not be required to disclose, nor be subject to any punitive action for refusing to disclose, in any administrative context, any information received from members under investigation for any noncriminal matters regardless of whether the nature of the allegations cover events and circumstances involving the performance of a firefighters' official duties.

Nothing in this agreement is intended to limit and/or reduce those rights afforded by the Firefighters' Bill of Rights. This agreement is intended to establish rights which at a minimum comply with the Act or provide rights in addition to the Act. Rights provided by that Act shall take precedence in the event that anything in this agreement provides lesser protection than the rights guaranteed by the Act."

9.18 Minimum Staffing

The Woodland Fire Department will maintain a minimum of thirteen (13) personnel on suppression staffed companies, at all times. Existing engines (3) and truck (1) will maintain staffing with a minimum of a Captain, Engineer, and Firefighter(s), or approved actors. The

City reserves the right to increase staffing on any existing apparatus, or on additional apparatus, at any time. In the event that the City declares a fiscal emergency, through Council proclamation, this language will be temporarily suspended. If the City does declare a fiscal emergency, the City will meet and confer with the Association upon the impacts of modified staffing. For the purposes of this agreement, a fiscal emergency exists when it is estimated by the City's finance department that, in order to maintain existing levels of services, the City's General Fund reserve would drop below the 20% minimum outlined in the reserve fund policy.

ARTICLE X

GRIEVANCE/ARBITRATION PROCEDURE

10.1 Grievance and Arbitration Procedure

- 10.1.1 Grievance and arbitration shall be conducted pursuant to City Council Resolution 4278, Rule 15, except that upon request of the City employee and/or Association, the California Conciliation Service shall be utilized instead of the provisions stated in Step Five. Under such circumstances both the City and the employee shall be bound by said services' opinion.

ARTICLE XI

RULES AND REGULATIONS MANUAL

11.1 Rules and Regulations

- 11.1.1 The Association and the City shall meet and confer from time to time in reference to the rules and regulations and operations manuals on all matters affecting wages, hours and other terms and conditions of employment. Copies of Memorandums of Understanding resulting therefrom and/or rules and regulations or operations manual shall be available in all City fire stations. In addition, two copies shall be given to the Association representative.
- 11.1.2 Promotional Exam Notice. All employees will receive a minimum of 30-days advance notice along with the study reference list for all department recruitments.
- 11.1.3 The City shall conduct promotional examinations for the classification of Fire Engineer and Fire Captain on an alternating bi-annual basis. As a result of these examinations, the City shall establish and maintain a promotional list for the above classifications for the two (2) year period between the examinations.

ARTICLE XII

ASSOCIATION RIGHTS

12.1 Association Dues

- 12.1.1 The Association agrees to create and maintain an Association membership list and executed written authorizations of its members for Association-related payroll deductions. Association further agrees to submit its written membership list and deduction information to the City at least one time annually, as well as within five (5) business days of the City's request for an updated list. The Association agrees to notify the City of changes to its member list or deduction information will be provided to the City within five (5) business days of the effective date of the change. The City shall on a monthly basis, deduct Association dues and insurance premiums from the earned wages of each employee on the Association-provided list and to remit promptly such deducted amounts to the Association treasurer. The City further agrees to direct any employee wishing to alter the employee's Association membership status or Association-related deductions to the Association for the completion of any applicable paperwork, and the City will not change such employee's Association-related payroll deductions until directed to do so by the Association in writing. The Association agrees to defend, indemnify and hold the City harmless against any and all claims, suits, orders, or judgments brought or issued against the City as a result of any action taken by the City under the provisions of this Article.

12.2 Association Business Leave

- 12.2.1 Members designated by the Association, shall be granted leave of absence from duty with full benefits accruing not to exceed a cumulative total among all Association members of five (5) calendar days (72 shift hours or 40 staff hours) per year within the terms of this Resolution, for the purpose of participating in Association business, including but not limited to labor conventions and educational conferences, provided that such leave is approved by the Fire Chief.

12.3 Association Release Time Bank

- 12.3.1 Association members may donate vacation time, holiday time, and compensatory time off to an Association "time bank" under the following guidelines:
- 12.3.1.1 Only Association officers or bargaining team members may draw from the bank.
 - 12.3.1.2 Requests to use time from the bank must be made reasonably in advance of the use and approval is subject to the operational necessity of the department. Further, the City is not required to grant time bank usage if to do so would result in overtime.
 - 12.3.1.3 Time may be used for:
 - a. Bargaining preparation.

- b. Association meetings.
- c. Association training/conferences
- d. Releasing an employee representative to assist a member at the formal steps of the disciplinary and grievance procedures.

12.3.1.4 Except for disciplinary and grievance appeal meeting, the maximum hours of time bank use shall be five (5) calendar days (72 shift hours or 40 staff hours) per calendar year, per individual.

12.4 Pay Periods

12.4.1 Beginning in January 2023, the City changed its payroll process from a monthly payroll to biweekly. Any sections in the Agreement that refer to “monthly” amounts for payments or accruals will be converted to work within the biweekly process.

ARTICLE XIII

MANAGEMENT RIGHTS

13.1 Management Rights

13.1.1 The City reserves all rights with respect to matters of general legislative and managerial policy including, among others, the exclusive right to determine the mission of its constituent departments, commissions and boards; set standards of service; determine the procedures and standards of election for employment; direct its employees; take disciplinary action; relieve its employees of duties because of lack of work or for other legitimate reasons; maintain the efficiency of governmental operations; determine the methods, means and personnel by which governmental operations are to be conducted; require overtime, take all necessary actions to carry out its mission in emergencies; and exercise reasonable control and discretion over its organization and the technology of performing its work. These rights shall be limited only as specified in this Agreement.

ARTICLE XIV

OTHER ITEMS AND CONDITIONS

14.1 Other Compensable Items Not Set Forth Herein

14.1.1 Other items not set forth herein which are compensable as terms or conditions of employment of the employees covered by this Resolution shall continue to be compensated by the City of Woodland at the rate applicable on June 30, 2023, unless determined otherwise by the Woodland City Council in accordance with law or required otherwise by law.

14.2 Other Working Conditions Not Set Forth Herein

- 14.2.1 Other working conditions not set forth herein for employees covered by this Resolution shall continue as applicable on June 30, 2023 unless determined otherwise by the Woodland City Council in accordance with law or required otherwise by law.
- 14.2.2 Confined Space Rescue, Trench Rescue, and Rescue Task Force
Parties agree to immediately incorporate into the job descriptions of the classifications of Firefighter, Fire Engineer and Fire Captain the full duties connected to confined space rescue, trench rescue, and task force. Appropriate personal protective equipment and training shall be provided to the employee.

Passed this date: _____, 2024

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

Mayor

STATE OF CALIFORNIA

COUNTY OF YOLO

I, Ana Gonzalez, City Clerk of the City of Woodland in Yolo County, California, hereby certify this Resolution to be a full, true and correct copy of the record of the action taken by the City Council of the City of Woodland, by the vote of the members present, as the same appears in the official minutes of said Council at its meeting.

DATED: _____, 2024

Ss: Woodland City Clerk

ATTACHMENT I

For purposes of salary comparisons, as provided by this Agreement, the parties looked at total compensation in a variety of jurisdictions. Prior Agreements have listed Districts and jurisdictions, however, because of some consolidations and changes, some of these Districts ceased to exist during the term of the Agreement. Therefore, the parties reserve the right to examine the jurisdictions that were utilized, in the negotiations, for this Agreement and to change them as necessary because of consolidations or modifications of Departments in various jurisdictions.

Total compensation as used in this Agreement is defined as amounts paid by the City to or on behalf of a present employee for base salary (Firefighter E Step) PERS contribution, medical insurance, dental insurance, optical insurance, other insurance's such as long-term disability and life, uniform allowance, special pay (re: EMT), tuition/education reimbursement, and other certification pays (i.e., Hazmat Tech).

Exhibit A

**CITY OF WOODLAND
WOODLAND PROFESSIONAL FIREFIGHTERS' ASSOCIATION**

SALARY RANGE

Effective First Full Pay Period in July 2023
4% increase

	Step A	Step B	Step C	Step D	Step E
Community Risk Reduction Specialist I	\$5,203.47	\$5,463.88	\$5,737.06	\$6,023.92	\$6,325.10
Community Risk Reduction Specialist II	\$5,595.44	\$5,875.23	\$6,168.98	\$6,477.44	\$6,801.32
Community Risk Reduction Specialist Senior	\$6,195.55	\$6,505.34	\$6,830.61	\$7,172.14	\$7,530.76
Fire Captain	\$8,248.38	\$8,660.79	\$9,093.83	\$9,548.53	\$10,025.95
Fire Engineer	\$7,158.69	\$7,516.63	\$7,892.47	\$8,287.10	\$8,701.43
Firefighter	\$6,307.72	\$6,623.10	\$6,954.25	\$7,301.98	\$7,667.06
Firefighter Recruit	\$5,676.95				

Effective First Full Pay Period in July 2024
3% increase

	Step A	Step B	Step C	Step D	Step E
Community Risk Reduction Specialist I	\$5,359.57	\$5,627.80	\$5,909.17	\$6,204.64	\$6,514.85
Community Risk Reduction Specialist II	\$5,763.30	\$6,051.48	\$6,354.05	\$6,671.76	\$7,005.36
Community Risk Reduction Specialist Senior	\$6,381.42	\$6,700.50	\$7,035.53	\$7,387.30	\$7,756.68
Fire Captain	\$8,495.83	\$8,920.61	\$9,366.64	\$9,834.99	\$10,326.72
Fire Engineer	\$7,373.46	\$7,742.13	\$8,129.24	\$8,535.71	\$8,962.47
Firefighter	\$6,496.95	\$6,821.80	\$7,162.88	\$7,521.04	\$7,897.07
Firefighter Recruit	\$5,847.26				

Effective First Full Pay Period in July 2025

3% increase

	Step A	Step B	Step C	Step D	Step E
Community Risk Reduction Specialist I	\$5,520.36	\$5,796.63	\$6,086.45	\$6,390.77	\$6,710.29
Community Risk Reduction Specialist II	\$5,936.20	\$6,233.03	\$6,544.68	\$6,871.91	\$7,215.52
Community Risk Reduction Specialist Senior	\$6,572.86	\$6,901.52	\$7,246.60	\$7,608.92	\$7,989.38
Fire Captain	\$8,750.70	\$9,188.23	\$9,647.64	\$10,130.03	\$10,636.53
Fire Engineer	\$7,594.66	\$7,974.39	\$8,373.12	\$8,791.78	\$9,231.35
Firefighter	\$6,691.86	\$7,026.45	\$7,377.76	\$7,746.67	\$8,133.98
Firefighter Recruit	\$6,022.68				



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: September 3, 2024
ITEM #: G.9
SUBJECT: United States Bureau of Reclamation WaterSMART
Drought Response Grant Program Application

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. ____ to:
1) Direct City staff to prepare and submit an application to the U.S. Bureau of Reclamation WaterSMART Drought Response Grant Program for the Aquifer Storage and Recovery Well 31 Project; 2) Enter into an agreement with the Bureau to complete the project in accordance with the Bureau grant guidelines, if awarded; 3) Authorize the City Manager to execute the application, assurances, and agreements required by the Bureau to secure the grant; and 4) Direct City Staff to take all necessary actions to carry out the purposes of this resolution.

Staff Contact:

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

Fiscal Impact:

The City is seeking \$2,000,000 in funding from the Bureau of Reclamation WaterSMART Drought Response Program: Drought Resiliency Projects for Fiscal Year 2025. City Staff is working with Consero Solutions on the grant application. Consero is funded by the Yolo Subbasin Groundwater Agency (YSGA), a regional organization of which Woodland is a dues-paying member.

The City will need to fund the rest of the project not covered by grant funding. The City has allocated over \$5,500,000 in Water Enterprise funds to CIP 17-05 for the ASR Well 31 Project.

Background:

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

Discussion:

Passage of this resolution increases the likelihood of funding by providing additional assurance that the City Council intends to accept grant funding and execute the grant funding agreement with the Bureau of Reclamation upon award. Woodland is recognized by the Federal EPA and FEMA for being a leader in water resiliency and climate change adaptation, with the ASR program being central to the City's water resiliency portfolio.

The City's 2020 Urban Water Management Plan indicated the need for the 4th ASR Well by year 2025 to improve water system reliability and accommodate growth in the City. The development of an ASR well takes around 4 years of design, construction, and initial injection of surface water prior to use as a production well. The plan was to begin work on the 4th ASR well (ASR Well 31) in 2022 and have it operational for water supply of stored surface water. However, the City was not selected for funding from the 2022 funding application for DWR's Urban Community Drought Relief Grant

Program. The City is now seeking funding from the Bureau of Reclamation to supplement funding for the project.

Well 22G experienced a catastrophic failure in 2021 and was removed from the City's water supply portfolio. Well 22G was considered an active well, meaning it was one of the wells next in line for operation when additional water is necessary. Blending Well 16 will become inoperable in 2026 due to the State Water Resources Control Board's new hexavalent chromium regulation. The loss of Well 22G and Well 16 has accelerated the need for the 4th ASR well. Additionally, the City has demolished several other legacy groundwater wells in recent years due to water quality concerns from the native groundwater being pumped. The list of wells inactivated and demolished within the past ten years includes: Well 5, Well 6, Well 10, Well 12, Well 17, Well 20, and Well 21. These wells were demolished for several reasons, including hexavalent chromium and nitrate compliance concerns and expensive mechanical replacement work in order to maintain operations.

New regulations further threaten the use of existing active and standby groundwater wells (non-ASR wells). Though the City still maintains Well 14, 15S, and 19, these wells would pump groundwater directly to nearby customers, which would change the chemistry and water quality these Woodland water customers have received since the conversion to surface water and ASR backup. The City also maintains Well 16, 24, and 26 as blending wells, to blend groundwater with surface water in the City's distribution prior to delivery of water to customers. The new hexavalent chromium regulatory limit of 10 ppb will restrict the use of all these wells that were relied on for potable water supply and will eliminate the use of Well 16. ASR Well 31 is needed to replace the lost capacity and limitations to pumping durations with higher quality surface water that is much lower in nitrate, hexavalent chromium, and hardness.

Conclusion:

Staff recommends that the City Council adopt Resolution No. ____ to:

1) Direct City staff to prepare and submit an application to the U.S. Bureau of Reclamation WaterSMART Drought Response Grant Program for the Aquifer Storage and Recovery Well 31 Project; 2) Enter into an agreement with the Bureau to complete the project in accordance with the Bureau grant guidelines, if awarded; 3) Authorize the City Manager to execute the application, assurances, and agreements required by the Bureau to secure the grant; and 4) Direct City Staff to take all necessary actions to carry out the purposes of this resolution.

Prepared by: Tim Busch, Principal Utilities Civil Engineer

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

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

Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - WaterSMART Grant Assurances

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND,
CALIFORNIA AUTHORIZING AND DIRECTING THAT AN APPLICATION
BE SUBMITTED TO OBTAIN A GRANT UNDER THE UNITED STATES
BUREAU OF RECLAMATION WATERSMART DROUGHT RESPONSE
GRANT PROGRAM AND AUTHORIZING TO PROVIDE ASSURANCES AND
ENTER INTO AN AGREEMENT RELATED TO THE GRANT FOR AQUIFER
STORAGE AND RECOVERY WELL 31 PROJECT**

WHEREAS, the Bureau of Reclamation released its Funding Opportunity No. R25AS00013 soliciting applications for the WaterSMART Drought Response Program: Drought Resiliency Projects for Fiscal Year 2025; and

WHEREAS, the City of Woodland (City) Aquifer Storage and Recovery Well 31 (Project) is an eligible project under the funding opportunity; and

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

WHEREAS, the City's proposed Project will benefit disadvantaged areas within the City and in the vicinity of the ASR Well 31 project site with approximately 75% of the customers to be served by the Project classified as disadvantaged with median household incomes (MHI) below eighty percent of the State's average MHI; and

WHEREAS, the Project involves drilling and above-ground construction of a new municipal ASR well to replace lost capacity from obsolete groundwater wells, with designed capacity of at least 1,800 gallons per minute and a renewable energy component; and

WHEREAS, the Project is included in the Yolo Subbasin Groundwater Agency Sustainability Plan, and will help meet the measurable objectives in the Yolo Subbasin Groundwater Sustainability Plan, including the facilitation of groundwater recharge by injecting treated surface water into the sand/gravel layer approximately 500 feet below land surface when surplus Sacramento River water is available during winter months;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodland:

SECTION 1. City staff are directed to prepare and submit an application to the United States Bureau of Reclamation WaterSMART Drought Response Grant Program for the Aquifer Storage and Recovery Well 31 Project, and enter into an agreement with the Bureau to complete the project in accordance with the Bureau grant guidelines, if awarded; and

SECTION 2. The City Manager is authorized to execute the application, assurances, and agreements required by the Bureau to secure the grant; and

SECTION 3. City Staff are directed to take all action necessary to carry out the purposes of this Resolution.

PASSED APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 3rd day of September 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

Sarah Lansburgh, City Clerk