City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

November 19, 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: Native American Heritage Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a Proclamation recognizing November 2024 as Native American Heritage Month in Woodland

4. SUBJECT: 2024 Small Business Saturday 2024 Proclamation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council proclaim Saturday, November 30, 2024 as "Small Business Saturday" in Woodland.

5. SUBJECT: Adoption of a Proclamation Recognizing State Senator Bill Dodd

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation recognizing Bill Dodd's service in the State Legislature.

6. SUBJECT: Adoption of a Proclamation Recognizing Global Entrepreneurship Week 2024

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt a proclamation recognizing Global Entrepreneurship Week 2024.

7. SUBJECT: Authorize a Budget Augmentation of $57,000 for Additional Work on the Library Public Restrooms

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. _______, authorizing the City Manager to execute a budget augmentation of $57,000 in the Library budget for additional work on the public restroom drainage.

G. PUBLIC HEARINGS

8. SUBJECT: Public Hearing – Fiscal Year 2023/24 Community Development Block Grant Action Plan Amendment #1

RECOMMENDATION FOR ACTION: Staff recommends that the City Council open and continue the public hearing to a date certain of December 3, 2024.

9. SUBJECT: Prohousing Designation Program Application

RECOMMENDATION FOR ACTION: Staff recommends that the City Council hold a public hearing to receive testimony regarding the City of Woodland's intention to apply to the California Department of Housing and Community Development's Prohousing Designation Program.

H. REPORTS OF THE CITY MANAGER

10. SUBJECT: Proposed Revisions to the Construction and Demolition Debris Recycling Ordinance

RECOMMENDATION FOR ACTION: Staff recommends the City Council introduce and waive the first reading of an Ordinance of the City Council of the City of Woodland, California, to amend Chapter 13.40 of Title 13 of the Woodland Municipal Code relating to Construction and Demolition Debris Recycling and Diversion.

11. SUBJECT: Fiscal Year 2024/25 Quarterly Budget Update

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an informational report representing the FY2024/25 First Quarter Budget Update.

I. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular City Council/Woodland Finance Authority Meeting of the City of Woodland scheduled for November 19, 2024 was posted on November 15, 2024 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

Sarah Lansburgh

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.

CITY OF WOODLAND CALIFORNIA

TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	November 19, 2024
ITEM #:	D.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.

Ken Hiatt
City Manager

Attachments:
None

TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	November 19, 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, CMC, City Clerk, (530) 661-5806, sarah.lansburgh@cityofwoodland.gov

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.

Ken Hiatt
City Manager

Attachments:
1. Council Long Range Calendar

CITY COUNCIL LONG RANGE CALENDAR

December 3rd **REGULAR MEETING**

City Council Meeting Minutes for November 5 and November 19
Quarterly Investment Report
East Beamer Way Emergency Shelter – Operating Agreement Amendment and PLHA Funding Agreement
AB 1600 Annual Report Fiscal Year 2023/24
Planning Division Permitting and Entitlement Fee Schedule
Construction and Demolition Debris Recycling Ordinance Updates - Second Reading and Adoption
Final Acceptance and Notice of Completion for Spring Lake Recycled Water Project, CIP 17-07
Final Acceptance and Notice of Completion for 2024 Water & Sewer Replacement Project, CIP 23-02
Final Acceptance and Notice of Completion for Pacific Flyaway Pond Enhancement Project, CIP 24-12
Continued Public Hearing – PG&E Rule 20 Underground District
Designation of Mayor and Mayor Pro Tempore

December 10th **SPECIAL MEETING**

Declare Results of November 5, 2024 Election
Administer Oath of Office of Office – New/Re-elected Council Members
Mayor's Remarks

December 17th **REGULAR MEETING**

Measures F and R – FY 2024 Annual Reports
Waste Management Annual Rate Adjustment
Fire Inspection Annual Report
City Council Meeting Schedule for 2025
City Council Committees Assignments for 2025
Appoint Representative to Sac/Yolo Mosquito & Vector Control District
Accessory Dwelling Unit Ordinance Amendments
Mobile Vendor Ordinance Updates

Future Topics / Study Sessions:

Truck Route Map Modifications – Public Hearing (January)
Council Boundaries Update per Annexations (February)
Campaign Contribution Ordinance Update (TBD)
Downtown Transit Hub Presentation (TBD)

Updated 11/14/2024

TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	November 19, 2024
ITEM #:	F.3
SUBJECT:	Native American Heritage Month

Recommendation for Action: Staff recommends that the City Council adopt a Proclamation recognizing November 2024 as Native American Heritage Month in Woodland.

Staff Contact:
Jennifer Robinson, Executive Assistant to City Manager, 530.661.5806

Background:
In November, we celebrate "Native American Heritage Month" in recognition and celebration of the diverse cultures, traditions, histories, significant contributions and present-day lives of Native Americans.

The Yocha Dehe Wintun Nation and the City of Woodland are committed to build collaboration and encourage cultural, social and economic activities that promote the health and well-being of community residents.

Ken Hiatt
City Manager

Attachments:
1. Proclamation - Native American Heritage Month

Woodland

PROCLAMATION
RECOGNIZING THE MONTH OF NOVEMBER AS
"NATIVE AMERICAN HERITAGE MONTH"

WHEREAS, "Native American Heritage Month" has been established at the national and state levels with proclamations and celebrations to recognize the diverse cultures, traditions, histories, significant contributions and present day lives of Native Americans;

WHEREAS, the City of Woodland established in 1871, within an area of California that represented the un-ceded territory of indigenous people known as the Patwin or Southern Wintun;

WHEREAS, the earliest historic written records of the Patwin (which literally means "people" in the native tribal language) begin with the Spanish mission explorations and registers, and ethno-historic records show the Patwin inhabited land from the hills of the eastern North Coast Ranges to the Sacramento River, and from Princeton south to the San Pablo and Suisun bays;

WHEREAS, like most indigenous people throughout the United States, the Patwin people were forced from their ancestral lands onto rancherias during the early 1900s, where they currently reside, as citizens of three sovereign, federally-recognized tribal governments, today known as the Yocha Dehe Wintun Nation, Kletsel Dehe Band of Wintun Indians, and Cachil Dehe Band of Wintun Indians;

WHEREAS, the City of Woodland is to be acknowledged as historical Patwin territory, out of respect for the Patwin people as the original stewards of the land upon which this City has thrived;

WHEREAS, the City of Woodland has a meaningful government-to-government relationship with the Yocha Dehe Wintun Nation and works in partnership to address the needs of the community and improve the lives of people who live within their respective jurisdictions today;

WHEREAS, Native people have made and continue to make distinct and significant contributions in many fields, including academic scholarship, agriculture, astronomy, art, business, education, ecology, engineering, environmentalism, economics, forestry, government, language, leadership, literature, mathematics, medicine, military, music, politics, poetry, science, and traditional cultural practices;

WHEREAS, the designation of Native American Heritage Month will encourage educational institutions and departments in the City of Woodland to enhance their understanding of Native Americans by providing accurate curriculum, focusing on the local Patwin tribes, as well as the historical and contemporary achievements and contributions of Native Americans;

WHEREAS, the City of Woodland discourages any and all forms of racial slurs, names, or imagery that depict indigenous people as mascots or logos in educational institutions, sports teams, or any other organization within this City/County;

WHEREAS, the City of Woodland will encourage its citizens to acknowledge and celebrate November as Native American Heritage Month every year to foster education, relationships, and cooperation with Native people while also supporting social and economic opportunities for them within the City of Woodland.

NOW, THEREFORE, we, the Councilmembers on behalf of the citizens of Woodland hereby proclaim November as Native American Heritage Month in the city of Woodland. In doing so, the City of Woodland will recognize and observe Native American Heritage Month in November by encouraging its public institutions and organizations to publicly celebrate Native American Heritage Month. Additionally, the City of Woodland will commit itself to promote the health, safety, and well-being of Woodland's indigenous and Native American populations year-round as demonstrated by acknowledging Native American Heritage Month.

DATED: November 19, 2024

CITY OF WOODLAND CALIFORNIA

____
Tania Garcia-Cadena, Mayor

Rich Lansburgh, Mayor Pro Tempore

Vicky Fernandez, Council Member

Tom Stallard, Council Member

Mayra Vega, Council Member

CITY OF WOODLAND CALIFORNIA

TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: November 19, 2024
ITEM #: F.4
SUBJECT: 2024 Small Business Saturday Proclamation

Recommendation for Action: Staff recommends that the City Council proclaim Saturday, November 30, 2024 as "Small Business Saturday" in Woodland.

Staff Contact:
Amanda Portier, Marketing & Business Relations Specialist, (530) 661-5920, amanda.portier@cityofwoodland.gov

Background:
Woodland's small businesses build community pride and contribute to the local economy. Previous City Councils have declared the Saturday following Thanksgiving as "Small Business Saturday" as part of a nationwide campaign to "shop small and eat local." This year presents another opportunity to recognize and support our local businesses.

Discussion:
The City of Woodland is particularly well-positioned to recognize our small businesses because they represent such an important part of our community. For instance:

- More than 80% of Woodland businesses have ten or fewer employees
- More than 60% of Woodland businesses have five or fewer employees
- Many of Woodland's restaurants are independently-owned small businesses and feature diverse cuisines representing nearly fifteen countries.

Conclusion:
Staff recommends that the City Council proclaim Saturday, November 30, 2024 as "Small Business Saturday" in Woodland.

Ken Hiatt
City Manager

Attachments:
1. Proclamation - Shop Small Saturday 2024

Woodland

PROCLAMING SATURDAY, NOVEMBER 30, 2024
AS SMALL BUSINESS SATURDAY

WHEREAS, the City of Woodland celebrates our small businesses and the contributions they make to our local economy and community; and

WHEREAS, American small businesses generated over 20 million net new jobs over the past 28 years, accounting for three out of every five jobs added to the economy; and

WHEREAS, small businesses employ 45.9% of American workers, or about 59 million people; and

WHEREAS, over 80% of Woodland businesses have 10 or fewer employees; and

WHEREAS, the idea behind Small Business Saturday is to inspire consumers to patronize local enterprises during the highly profitable pre-holiday shopping season; and

WHEREAS, the City of Woodland supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

WHEREAS, advocacy groups, as well as public and private organizations across the country, have endorsed the Saturday after Thanksgiving as Small Business Saturday; and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Woodland does hereby proclaim November 30, 2024, as Small Business Saturday and urges residents to celebrate and support small businesses and merchants on Small Business Saturday and throughout the year.

DATED: November 19, 2024

Tania Garcia Cadena, Mayor

Rich Lansburgh, Mayor Pro Tempore

Vicky Fernandez, Council Member

Tom Stallard, Council Member

Mayra Vega, Council Member

CITY OF WOODLAND CALIFORNIA

TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	November 19, 2024
ITEM #:	F.5
SUBJECT:	Adoption of a Proclamation Recognizing State Senator Bill Dodd

Recommendation for Action: Staff recommends that the City Council adopt a proclamation recognizing Bill Dodd's service in the State Legislature.

Staff Contact:
Spencer Bowen, Communication & Strategic Policy Manager, (530) 661-5808

Discussion:
State Senator Bill Dodd has served in the State Legislature since 2015, for two years in the Assembly and eight years in the Senate, representing Woodlanders and other members of his district with distinction. Upon his retirement from the State Legislature, staff recommends the City Council recognize Mr. Dodd's efforts and contributions at the state level.

Conclusion:
Staff recommends that the City Council adopt a proclamation recognizing Bill Dodd's service in the State Legislature.

Ken Hiatt
City Manager

Attachments:
1. Proclamation - Senator Bill Dodd 11.19.24

Woodland

CITY OF WOODLAND PROCLAMATION RECOGNIZING BILL DODD'S SERVICE IN THE STATE LEGISLATURE

WHEREAS, State Senator Bill Dodd has committed much of his career to public service, representing Woodlanders and other members of his district with distinction; and

WHEREAS, Senator Dodd has served in the State Legislature since 2015, for two years in the Assembly and eight years in the Senate; and

WHEREAS, Senator Dodd has been a tireless advocate for his constituents, most recently of the 3rd Senate District, elevating their voices and needs at the State Capitol; and

WHEREAS, Mr. Dodd consistently delivered on behalf of Woodland, including but not limited to emergency interventions on behalf of local industry, support for crucial infrastructure projects, and advocacy on behalf of Woodlanders' health and safety; and

WHEREAS, in addition to the demands of public service, Senator Dodd prioritizes his family, including his wife Mary, his five children and his thirteen grandchildren; and

WHEREAS, we hope that Senator Dodd's public service inspires people throughout California, and young Woodlanders in particular, to pursue meaningful work on behalf of their neighbors and communities.

NOW, THEREFORE, BE IT RESOLVED that the Woodland City Council hereby commends and thanks State Senator Bill Dodd for his service and commitment to our community and wishes him well in all his future endeavors.

DATED: November 19, 2024

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Tania Garcia-Cadena, Mayor

CITY OF WOODLAND CALIFORNIA

Rich Lansburgh, Mayor Pro Tempore

Vicky Fernandez, Council Member

Tom Stallard, Council Member

Mayra Vega, Council Member

TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	November 19, 2024
ITEM #:	F.6
SUBJECT:	Adoption of a Proclamation Recognizing Global Entrepreneurship Week 2024

Recommendation for Action: Staff recommends that the City Council adopt a proclamation recognizing Global Entrepreneurship Week 2024.

Staff Contact:
Spencer Bowen, (530) 661-5808, spencer.bowen@cityofwoodland.gov

Discussion:
In recognition of local entrepreneurs - and the City of Woodland's leadership in food and ag innovation in particular - staff recommends that the City once again recognize Global Entrepreneurship Week.

Conclusion:
Staff recommends that the City Council adopt a proclamation recognizing Global Entrepreneurship Week 2024.

Ken Hiatt
City Manager

Attachments:
1. Proclamation - Global Entrepreneurship Week 2024

Woodland

CITY OF WOODLAND PROCLAMATION OF GLOBAL ENTREPRENEURSHIP WEEK 2024

WHEREAS, Global Entrepreneurship Week (GEW) is the world's largest celebration of the innovators and job creators who launch startups that bring ideas to life, drive economic growth, and expand welfare; and

WHEREAS, Greater Sacramento's weeklong celebration of entrepreneurship and GEW encompasses dozens of local and regional events throughout the region, each designed to expose citizens and constituents in the six-county region to the idea of starting and running a business; and

WHEREAS, these events, from large-scale competitions to teaching entrepreneurial skills in our regional educational institutions, connect participants to potential collaborators, mentors and even investors – introducing them to new possibilities and exciting opportunities; and

WHEREAS, most of the new jobs created in the United States in the past decade have come from the creative efforts of entrepreneurs, innovators, and small businesses engaged in endeavors ranging from micro-businesses to large-scale ventures; and

WHEREAS,, small businesses are the driver of economic vitality across the region, particularly in rural and underserved communities, accounting for two-thirds of new jobs and roughly 80% of businesses here in Woodland; and

WHEREAS, the City of Woodland has continued to lead in food and agriculture innovation, supporting the local Lab@AgStart and the recent FIRA USA event and conference, and looks forward to continuing to champion innovators and creators across all sectors.

NOW, THEREFORE, WE, the City Council of the City of Woodland, do hereby proclaim November 18-24, 2024, as Global Entrepreneurship Week in Woodland, and encourage all Woodlanders to join in this special observance.

DATED November 19, 2024

CITY OF WOODLAND CALIFORNIA

Tania Garcia-Cadena, Mayor

Rich Lansburgh, Mayor Pro Tempore

Vicky Fernandez, Council Member

Tom Stallard, Council Member

Mayra Vega, Council Member

TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	November 19, 2024
ITEM #:	F.7
SUBJECT:	Authorize a Budget Augmentation of $57,000 for Additional Work on the Library Public Restrooms

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _______, authorizing the City Manager to execute a budget augmentation of $57,000 in the Library budget for additional work on the public restroom drainage.

Staff Contact:
Reece Ulrich, Fleet and Facilities Manager, reece.ulrich@cityofwoodland.gov

Fiscal Impact:
The additional work will be funded out of Measure F and is estimated to be $47,500. Staff has included an additional 20% contingency to cover any additional costs or changes necessary to meet the project objectives.

Background:
On January 10, 2022, the City engaged McCandless and Associates to develop plans for remodeling the restrooms at the Woodland Library to bring them into ADA compliance. The project was bid in conformance with the public contracting code and the low bidder selected was All About Building (AAB). The City approved entering into a contract with AAB on September 20, 2020. The City hired Ponticello Engineering to manage the project, and the work was completed within the contract period. The improvements were accepted by the City Council on April 18, 2023.

Discussion:
Shortly after the restrooms were returned to public use, frequent clogging of the sewer lines were experienced. The sewer back ups resulted in overflow onto the floors and down into the lower level. It was determined that the slope of the reconstructed floor was inadequate to effectively convey water to the floor drain. The contractor and surety were notified, and a warranty claim was issued. During discussions on how to remediate the problems, the City building official and contractor agreed that a larger trough-style drainage inlet and increased floor slope would more reliably intercept surface flow from the toilets, and improved fixture fittings would prevent leaks at the floor connections.

To accomplish these tasks the new stall enclosures would need to be uninstalled and the floor removed. A new drain inlet would be installed, and the floor slope improved using a ‘float’ layer. New tile would be set, and the partitions and fixtures reinstalled. The cost of reconstructing the floor slope would be borne by the contractor, while the city would bear the cost for increasing the capacity of the drain, with the city share of the work estimated at $47,500.

Conclusion:
Staff recommends that the City Council adopt Resolution No. _______, authorizing the City Manager to execute a budget augmentation of $57,000 in the Library budget for additional work on the public restroom drainage.

Prepared by: Courtney Morgan, Management Analyst

Reviewed by: Craig Locke, Public Works Director

Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Library Public Restroom Budget Augmentation

RESOLUTION NO. __________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING A BUDGET AUGMENTATION OF $57,000 FOR ADDITIONAL WORK ON THE LIBRARY PUBLIC RESTROOMS

WHEREAS, the City of Woodland engaged McCandless and Associates Architects to develop plans to make the Woodland Library bathrooms ADA accessible; and

WHEREAS, the City of Woodland entered into an agreement with All About Building to construct these plans; and

WHEREAS, All About Building completed the work, but the floor drainage system was found to be inadequate; and

WHEREAS, staff has received a bid for the additional work necessary to increase the capacity of the floor drain to accommodate additional flow; and

WHEREAS, this expense was not contemplated in the initial budget requests for Fiscal Year 2025; and

WHEREAS, the estimated fiscal impact of this additional work will be approximately $57,000.

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

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

SECTION 2. That the City Council hereby authorizes The City Manager to execute a budget augmentation of $57,000 in the Library's budget utilizing Measure F funds for additional construction on the library restrooms.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 19th day of November 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
Tania Garcia-Cadena, Mayor

ATTEST:

____
Sarah Lansburgh, CMC, City Clerk

APPROVED AS TO FORM:

____
Ethan Walsh, City Attorney

CITY OF WOODLAND CALIFORNIA

TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	November 19, 2024
ITEM #:	G.8
SUBJECT:	Public Hearing - Fiscal Year 2023/24 Community Development Block Grant Action Plan Amendment #1

Recommendation for Action: Staff recommends that the City Council open and continue the public hearing to a date certain of December 3, 2024.

Staff Contact:
Dan Sokolow, Senior Planner (530) 661-2019, dan.sokolow@cityofwoodland.gov

Background:
On June 20, 2023, the City of Woodland adopted the FY 2023/24 Action Plan covering the period of July 1, 2023 through June 30, 2024. The City's Action Plan was approved by the U.S. Department of Housing and Urban Development (HUD) on September 15, 2023. The Action Plan is a planning document required by HUD for local government entities (cities and counties) receiving federal Community Development Block Grant (CDBG) and other formula grant program funds. The Action Plan outlines specific projects and activities that the City will carry out during the July 1, 2023 through June 30, 2024 fiscal year. Staff is work on an amendment to add a new activity to the FY 2023/24 Action Plan by funding the rehabilitation of restroom/shower trailers at the Fourth & Hope emergency shelter (Yolo Wayfarer Center) at an estimated amount of $131,000 in CDBG funds.

The public hearing notice for the amendment to the Action Plan was published for the City Council November 19, 2024 meeting. Due to unforeseen circumstances, this item was not able to be prepared in time for the agenda and is therefore being requested to be continued to the next regularly scheduled City Council meeting of December 3, 2024.

Conclusion:
Staff recommends that the City Council open and continue the public hearing to a date certain of December 3, 2024.

Prepared by: Dan Sokolow, Senior Planner

Ken Hiatt
City Manager

Attachments:
None

TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	November 19, 2024
ITEM #:	G.9
SUBJECT:	Prohousing Designation Program Application Public Hearing

Recommendation for Action: Staff recommends that the City Council hold a public hearing to receive testimony regarding the City of Woodland's intention to apply to the California Department of Housing and Community Development's Prohousing Designation Program.

Staff Contact:
Spencer Bowen, Communication & Strategic Policies Manager, (530) 661-5808, spencer.bowen@cityofwoodland.gov
Amanda Portier, Marketing & Business Relations Specialist, (530) 661-5920, amanda.portier@cityofwoodland.gov

Background:
The State of California's 2019-2020 Budget Act and Government Code section 65589.9 provided for the establishment of the Prohousing Designation Program. This Program created incentives for jurisdictions that are compliant with state housing element requirements and that have enacted policies to facilitate housing production.

Discussion:
Jurisdictions that are determined to be "Prohousing" will receive additional points or other preference during the scoring of competitive applications for specified housing and infrastructure funding from the State of California. Since the adoption of Woodland's new Comprehensive Zoning Code, staff members believe the City will be a competitive applicant and has identified this opportunity to better position Woodland for future funding and programming. The application does not require an ordinance or policy change; rather, it requires City staff to articulate many of the "prohousing" policies that Woodland has already adopted.

On July 16, 2024, City Council approved Resolution No. 8363 authorizing staff to proceed with the Prohousing Designation Program application. The program requires that the City's application undergo a public participation process through a public hearing and other engagement methods. On September 17, 2024, City Council held a public hearing regarding the City's Prohousing Designation Program Application. Since then, City staff completed technical assistance calls with the Prohousing Designation Program staff, clarified the application requirements, strengthened existing materials, and completed application gaps to post a final application draft on November 6, 2024. Today's Public Hearing notice was published in the Daily Democrat on November 12, 2024. The final draft application document is available for public review both online and in-person until December 6, 2024 as required by the program guidelines. Staff will incorporate any comments received during the public hearing and public review process into the final application.

Conclusion:
Staff recommends that the City Council hold a public hearing to receive testimony regarding the City of Woodland's intention to apply to the California Department of Housing and Community Development's Prohousing Designation Program.

Prepared by: Amanda Portier, Marketing & Business Relations Specialist

Ken Hiatt
City Manager

Attachments:
1. City of Woodland Prohousing Appendix 5
2. City of Woodland Prohousing Reso. 8363
3. City of Woodland Prohousing Application 11-6-24
4. City of Woodland Prohousing Application Encampment Template
5. Prohousing Public Hearing Proof of Publication 11-12-24

Appendix 5

Supporting Documentation for the Encampment Template

2023-2026 Yolo County Plan to Address Homelessness:
https://img1.wsimg.com/blobby/go/eebb32cf-4766-4ca1-a7d2-faa77bfb49e1/downloads/2023-26_Yolo_Plan-to-Address-HL_FINAL%20(1).pdf?ver=1730847019937

Proposed Ordinance* – 2nd Reading of Municipal Code 9.48.060:
https://woodlandca.portal.civicclerk.com/event/2055/files/attachment/12142

Staff Report for the Above Proposed Ordinance:
https://woodlandca.portal.civicclerk.com/event/2055/files/report/5230

*The Woodland City Council passed the above ordinance on the November 5th Council Meeting, but the adopted ordinance was not available at the time of posting.

City of Woodland Homeless Outreach Streat Team (HOST) Webpage:
https://www.cityofwoodland.gov/532/Homeless-Outreach-Efforts

Enhancement Specialist Press Release (attached on next page)

NEWS > POLITICS

Woodland developing ‘homeless action plan’

A homeless camp is set up in a parking lot west of Fourth and Hope in downtown Woodland.(Daily Democrat Archives)

By JIM SMITH | Special to the Democrat

Even as California legislative leaders and Gov. Jerry Brown work out a series of housing bills expected to spur new construction, Woodland is putting together a multi-part plan to address the apparent growing number of homeless taking up residence in the city.

California is facing an unprecedented housing shortage that has led to soaring rents, evictions and a homeownership rate at its lowest point since World War II.

The bills are part of a housing package aimed at speeding up the development process, easing land-use regulations and generating billions of dollars for affordable housing and homelessness assistance.

Two of the bills would generate billions of dollars for affordable housing construction and over the next five years, leading to development of an estimated 70,000 housing units. One bill would impose a $75 to $225 fee on real estate transactions. The fee would generate $229 million to $258 million per year, according to a Senate appropriations committee analysis.

Under the amendments, half of the funding would be spent on initiatives to combat homelessness and half would go to local government during the first year. Cities and counties will receive 70 percent of the annual revenue beginning in 2019.

The remaining 30 percent would be distributed by the state, with proceeds going to housing for farmworkers and low and moderate-income people, as well as other housing programs, from new construction and property acquisition, to rehabilitation projects, to renter assistance and homelessness housing. The state's department of Housing and Community Development would oversee the funding.

Local government representatives have supported the funding measures, saying the money is needed following the 2011 demise of redevelopment

Homeless History

Meanwhile, last week the Woodland council heard a report that the 2017-18 budget includes an appropriation of $100,000 in support of the city's initiatives related to homelessness.

Last year's budget included $75,000 to support of the city's Housing First pilot project, including costs associated with targeted outreach efforts and securing of short-term supported housing. Housing First project funds are also matched by up to $100,000 in funding provided by Yolo County.

This report prepared by City Manager Paul Navazio notes that Woodland isn't alone in seeing increases in the number of homeless people, nor is it alone in experiencing the effects of the homeless.

Last year, the city formally endorsed the "Housing First" model and allocated funding to support a pilot project — in collaboration with Yolo County — that is largely based on the successful Bridge to Housing project from West Sacramento. The goal of the Housing First model, which is also endorsed by U.S. Department of Housing and Urban Development, is to shift focus (and funding) from shelters and field services to permanent supportive housing

"While city staff, in collaboration with Yolo County's homeless coordinator, continue to prioritize implementation of the Housing First pilot program, staff is increasingly concerned with the impacts and issues associated with the growing homeless population," Navazio stated in his report. "Not only does the city continue to receive referrals and complaints from businesses and residents, but our reactive response to issues associated with homelessness is placing increased burden on staff and resources, often at the expensive of resources budgeted for other city programs and activities."

As a result, city staff have been meeting to formulate strategies with the goal of "better managing the impacts of homeless while we continue to focus on long-term solutions to homelessness."

The report heard by the council notes that any "successful comprehensive approach requires partnerships — not only between the City, County and service providers — but also with the larger community, to include businesses, residents/neighborhood groups, and — importantly — the homeless community itself."

The plan itself will focus on three broad goal areas including securing permanent supportive housing, temporary shelters and housing that would expand availability and capacity and managing issues associated with homelessness.

Permanent Supportive Housing

Securing permanent housing with wrap-around services is the focus of the City's Housing First Model. Elements include coordinated outreach to identify the needs of the chronically homeless population, identifying temporary housing units and skills training as a first step to transitioning from homelessness, and, finally, placement of individuals into permanent supportive housing.

Last year, the City contracted with Fourth and Hope to perform homeless outreach services in support of the Housing First project. Starting this past July, the city no longer contracts directly with Fourth and Hope for this activity has been largely incorporated into grant-funded outreach services contracted

A second component of the Homeless Action Plan seeks to expand availability and capacity of shelters to serve Woodland's Homeless population. This includes maximizing capacity of existing shelters, evaluating opportunities to establish new shelter(s), continuing to partner with the faith-based community in support of a Winter Shelter, and pursuing establishment of a daytime shelter.

With the recent focus at the federal, state and local level on permanent supportive housing as a means to "solve" the homeless crisis, shelter services have fallen out of favor as funding is being redirected to more permanent housing needs. The relative lack of shelter capacity — both overnight and daytime — is a contributing factor to the increase of homeless individuals living on the streets, city parks and private property. And while not every homeless individual is suited for accommodations provided by shelters, additional resources in this area is likely to reduce the number of individuals with "no place to go," and would facilitate provision of services and transition to temporary and/or permanent housing. The Homeless Action Plan contemplates prioritizing recommendations that would lead to expanded shelter services within Woodland.

Managing Impacts Associated with Homelessness

For the last few years, the city has experienced a measurable increase in homelessness. This increase is not only measurable in a visual manner, but also supported by statistics compiled by the police department when responding to calls for service known to be related to homeless suspects.

In 2016 the police spent at least 2,754 hours, or 114 continuous days and 18 hours, on transient/homeless related calls such as transient camps, panhandling complaints and general homeless complaints. All of these are citizen initiated and the number does not include the additional time officers may have taken to book property, write reports or collaborate with other agencies to get services for our transients.

Those numbers also do not include any calls classified by dispatch as any other call type dealing with mental health issues, intoxication, From January through May, he added, police spent 90 hours, or 42 days and 6 hours, on the same transient related calls. Of the 904 total arrests made by police, 388 were transient/homeless related.

Recommendations

“As presented in the draft Homeless Action Plans, a series of preliminary recommendations are being put forth as a means to better manage the effects of homelessness in our community,” Navazio stated. “While these recommendations arise from a discussion of specific issues and concerns raised by staff, business and residents, many of the recommendations could prove beneficial across multiple problem areas.”

Some of the key recommendations within the plan are:

•Creating a Homeless Outreach Street Team.

•Consider hiring a full-time licensed professional to assist with homeless and at risk youth referrals and counseling.

•Review the city’s current ordinances/city practices regarding shopping carts, camping, and solicitation (panhandling) to mirror successful ordinances in other cities and communities in the region and the country.

•Installing cameras at selected parks and locations around the city.

•Contracting for private security services at library and other city facilities.

•Working with service providers to ensure transients who arrive in Woodland from other communities have a means to return to their communities of origin.

•Exploring programs between the city and the homeless community where there is a collaborative relationships benefitting both, such as: jobs, rewards for community service.

Originally Published: September 1, 2017 at 12:00 AM PDT

Supporting Documentation for Appendix 3

3A – Admin Guidelines (attached on next page)

PUBLIC FACILITIES FEE PROGRAM
ADMINISTRATIVE GUIDELINES
REVISION DATED APRIL 2022

I. Introduction

These Public Facilities Fee Program Administrative Guidelines ("Guidelines") replace in their entirety the Public Facilities Fee Program Administrative Guidelines dated July 2019. These Guidelines primarily apply to the Major Projects Financing Plan ("MPFP") development impact fees adopted by the City Council of the City of Woodland on April 16, 2019, by Resolution No.7256 pursuant to the authority in Section 15.04.030 of the City of Woodland Municipal Code, which authorizes the imposition of Capital Improvement Facilities Fees on development. These Guidelines also address implementation of the water capacity fee adopted by the City Council on April 16, 2019, by Resolution 7258. When applicable, these Guidelines also apply to the implementation and administration of all other code sections that impose fees on new development.

Should a situation arise that is not covered by these Guidelines, the City Manager or the City Manager's designee shall be authorized to make a written decision as to how the fees at issue are to be administered provided that the fees imposed do not change the amount approved by the City Council.

Any applicant dissatisfied with the decision of the City Manager may appeal such decision to the City Council by filing written notice thereof with the City Manager within ten (10) days of receipt of the City Manager's decision.

II. Definitions

For purposes of these Guidelines and the MPFP fee schedule, certain terms and words are herewith defined as follows:

"Development Fees" shall consist of the following:

General City Facilities Fee
Fire Facilities Fee
Library Facilities Fee
Park and Recreation Facilities Fee
Police Facilities Fee
Wastewater Facilities Fee
Storm Drainage Facilities Fee
Road Improvements Fee
Administration Fee

"Capacity Fees" shall consist of the water capacity fee adopted by the City Council on April 16, 2019 by Resolution No. 7258.

"Existing Development" means a building(s) that has been in existence prior to any current request for a building permit or connection to City utilities.

"E-commerce" refers to commercial transactions that are conducted through the internet.

"Floor Area Ratio" The square footage of a building on site divided by the size of the lot.

"Improvements to Existing Development" shall consist of additional square footage to any existing building, any new building(s) on a previously developed property, or the connection to City utilities of a previously developed property.

"Non-Residential" means any retail, service, office, or industrial uses.

"Land Use" is used as an indicator of service needs and hence as a basis for all non-residential development fees. A land use table is attached. The City Manager or the City Manager's designee shall interpret the appropriate zone for any land use not specifically listed in the table.

"New Development" means vacant parcels of land that are proposed to be improved with buildings, parking lots, outdoor storage areas, or landscaping.

"Infill Development" is depicted in the attached map. Any development within Spring Lake or within any specific plan approved after June 18, 2019 is not considered infill development.

"Greenfield Development" is any residential land use outside of the infill area, as depicted in the Infill Development map.

"Corridor" as used in the MPFP nexus study refers to areas along the following corridor streets for the purposes of calculating impact fees:

- Main Street from Cleveland to CR 98
- Court Street from Cleveland to its western terminus
- Lincoln Ave from Cleveland to CR 98
- Any north to south street between Lincoln Avenue and Court Street outside of the Downtown Specific Plan.
- East Street from the County Fair Mall to Woodland Avenue (if it were extended to East Street)
- East Main Street from East Street to Thomas Street.

"Downtown" refers to properties located within the Downtown Specific Plan.

"Square Footage" means the gross floor area of all stories of a building or structure, including basements, above ground stories, interior balconies and mezzanines. Square footage is calculated by measuring to the outside of exterior walls.

"Single Family" refers to residential development with a density of 8 units per acre or less and generally refers to stand-alone units that are 1,201 square feet or more.

"Multi-Family" refers to residential development with a density greater than 8 units per acre and unless defined otherwise within these Guidelines generally refers to a building that has three or more distinct living units that are 1,200 square feet or smaller.

"Small Multi-Family" means any multi-family residential unit up to 700 square feet.

"Accessory Dwelling Unit" ("ADU") has the same definition as set forth in Section 17.104.010 of the City of Woodland Municipal Code, namely an attached or detached independent living facility accessory to the main dwelling, and less than 1,200 square feet.

"Junior Accessory Dwelling Unit" ("JADU") as set forth in Section 17.104.010 of the City of Woodland Municipal Code means a residential unit that is no more than 500 square feet in size; is contained entirely within an existing or proposed single-family structure; includes its own separate sanitation facilities or shares sanitation facilities with the exiting or proposed single-family structure; and includes an efficiency kitchen.

III. Fee Applicability

A. New Construction

1. Residential

a. Single Family Dwelling Units (SFD) –

(1) First Structure on a Lot (8 units per acre or less). Units shall be subject to development fees on a per dwelling unit basis at the single family rate. The first structure on a single family lot shall be charged the single family rate regardless of size.

(2) Multiple Units on One Lot (8 units per acre or less). The City recognizes that smaller dwelling units have fewer impacts than larger dwelling units and that multiple

smaller units on one lot will generally have fewer impacts than the same number of larger dwelling units. For any lot that has not previously been developed, any new construction creating two to three units will be charged impact fees based on square footage of dwelling space (but excluding garage square footage) as follows:

- For units 1,201 square feet and larger, the City will charge the Single Family rate.
- For units 701 square feet to 1,200 square feet, the City shall charge the Multi-Family rate.
- For units 700 square feet and less, the City shall charge 80% of the small Multi-Family rate for the first unit and the small Multi-Family rate for any additional units smaller than 700 square feet.

(3) Accessory dwelling units (maximum 1,200 square feet per City Code 17.104.010).

- No impact fee is required for an ADU or JADU that is less than 750 square feet in size.
- Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (E.g., floor area of the ADU divided by the floor area of the primary dwelling, times the typical fee amount charged for a new dwelling.) Pursuant to Section 17.104.010 B.4 of the City's Municipal Code, accessory dwelling units shall not be considered new residential for the purposes of calculating local agency connection fees or capacity charges for water and sewer service. Water and sewer impact and capacity fees for ADU's may be charged in conformance with California Government Code Section 65852.2 under certain circumstances. Only one ADU is allowed per lot. Any additional residential unit on the same lot shall not be considered an ADU and shall pay utility impact fees and capacity charges.

California Government Code Sections: 65852.2 65852.22

(4) Residential Accessory Buildings that do not meet the criteria of an ADU (such as a shed or workshop), as set forth in Section 17.104.010 of the City of Woodland Municipal Code, and are 700 square feet or less will not be charged impact fees.

b. Multi-Family Dwelling Units –

(1) Development Impact Fees. Projects with more than 8 units per acre shall be subject to development fees on a per dwelling unit basis at the multi-family rate. Multi-family dwelling units that are larger than 1,500 square feet have a similar impact as a single family residence and, therefore, shall pay the Single Family rate.

(2) Water Capacity Fee.

i. Multi-Family Dwelling Units shall be charged the water capacity fee per new meter based on meter size. If a development has multiple meters it will be charged the water capacity fee for each meter (e.g. if there is a 1" Landscape service meter and a 2" domestic meter for each building in the complex, the total water capacity fee will be for one 1" meter fee plus one 2" meter fee for each building in the complex).

ii. For individually metered Multi-Family Dwelling Units less than 1200 square feet but equal to or larger than 700 square feet, the water rate shall be 75% of the 1" meter rate.

iii. For individually metered Small Multi-Family Units less than 700 square feet, the water rate shall be 50% of the 1" meter rate.

2. Non-Residential

a. Development Impact Fees. Retail, service, office, and industrial uses will be subject to development fees on a square footage basis using the land use categories found on the attached land use table.

b. Water Capacity Fees. Water capacity fees shall be charged per each new additional meter. If a development has multiple meters it will be charged the water capacity fee for each meter (e.g. if there is a 1" Landscape service meter and a 2" domestic meter, the fee will be for one 1" meter fee plus one 2" meter fee).

c. Storage Areas. When a non-residential property has storage or sales areas that are not under a defined building, the area will be subject to fees on a square footage basis for the applicable land use type.

B. Improvements to Existing Development

1. Residential –

Development Impact Fees. Improvements or additions to existing dwelling units that do not create an additional dwelling unit are not subject to payment of impact fees.

Water Capacity Fee. When a parcel map is used to separate individual houses that were previously all or both on one lot, or to create a split lot duplex from a duplex, a new meter and service may be required. However, the existing site shall be credited with one existing service. If a separate meter is added for a duplex (without a parcel map), then a water capacity fee must be paid for the new meter.

2. Non-residential –

Development Impact Fees. Additions to existing buildings or new buildings on partially developed properties will be subject to development impact fees, on a per square foot basis for the applicable land use type, based on the additional square footage.

Water Capacity Fee. Expansion of commercial or office facilities that do not require a new service or meter will not be charged a Water Capacity Fee. Expansion of a facility that replaces an existing meter with a larger meter shall be charged the differential between the larger meter fee amount less a credit for the current cost of the existing service.

C. Auto Dealerships

Any auto dealership, with the exception of dealerships that primarily operate as an e-commerce business, shall pay 50% of the applicable development impact fees for General City, Fire, Police and Roads to account for the reduced impacts comparative to other industrial users that generally operate multiple shifts over a 24-hour period. This fee is only applicable for auto dealerships that develop within the City limits from and after June 2019.

D. Light Industrial Flex Overlay Zone

Any use that meets the industrial classification and expansion size limits, and is located within the Light Industrial Flex Overlay district bounded by East Street, I-5 and E Main Street, shall pay 50% of the applicable development impact fees for General City, Fire, Police, and Roads to account for the reduced impacts from these facilities due to the more limited operation these uses will have compared to those allowed within the Industrial Zone. In order to meet this fee category, the development must consist of a new building that is less than 25,001 square feet or an expansion that is less than 25,001 square feet.

E. Outdoor Storage, Canopied Areas, Pole Barns

When a non-residential property has storage or sales areas that are not under a defined building, and the enclosure or cover requires a building permit, the area will be subject to fees on a square footage basis for the applicable land use type.

F. Utility Connections

When a property owner only requests connection to City utilities, development impact fees will be due for the affected services only. City water (for domestic use, fire protection, or irrigation, or any combination) or sewer will not be provided individually if both are readily available to a property. A request for either water or sewer service will require a connection to both water and sewer and payment of the development fee for each. The property owner will be charged only the meter installation fee if the water connection is for landscaping only, there is no building, and there is no septic or waste facility servicing the property.

G. Change in Use

When a business license is requested for a new business that is going to occupy an existing building, the City shall evaluate the proposed new land use. If the proposed use will be more intense than the prior use, the City shall calculate the fee to be paid based on, as applicable, trip generation, storm water impact, dwelling unit equivalent (DUE) water usage, and sewer impact.

H. Structure Exempt From Building Permits

Fees will be imposed to the extent permitted by law on any development that does not require a building permit from the City of Woodland (refer to Government Code 54999 regarding public entities). Such development will often be required to apply to the City for a permit other than a building permit, for example, when requests are made for a use permit, encroachment, water or sewer connection permit. Any such permit shall be conditioned to include development fees on a per square foot basis at a rate appropriate for the proposed use.

IV. Exemptions from Payment of Fees.

A. Interior alterations that do not increase the gross square footage of a building and do not result in a more intense land use will not be subject to development fees.

B. Water services that serve fire flow shall not be charged a water capacity fee. Usually fire flow is served through a separate unmetered service. If fire flow is served through a metered service; the applicant may request a reduction in fees by submitting calculations prepared by a licensed professional engineer, or fire suppression engineer, or other licensed individual approved by the Community Development Director. The Community Development Director may then approve a reduction in fees.

C. Buildings that are constructed, owned and maintained by the City of Woodland will not be subject to development impact fees.

V. <u>Credits</u>

Any applicant requesting a credit shall submit a written request to the Community Development Department. Credits may be applied for demolition of existing or previous structures. The amount of credit will be calculated using the then current fees (as if a building permit for the prior building were pulled simultaneously with the permit for the new building). Credit shall not exceed fees due by both fee category and net overall. The amount of credits will be determined by the City Engineer.

A. Structures that were both located within the City limits and demolished prior to August 15, 1991 (the date of approval of the original MPFP program) will receive a credit of 50% of the impact fees for all categories except roads. No credit will be allowed for the roads category. The applicant will need to provide adequate documentation regarding the size and use of the structure in order to receive the credit.

B. Any structure demolished after August 14, 1991 but more than eight years from the date of building permit issuance will receive a full credit of all fees except the roads category. There will be no credit allowed for the roads category. The applicant will need to provide adequate documentation regarding the size and use of the demolished structure in order to receive the credit.

C. Structures that have been demolished within the eight years from building permit issuance will receive full credit for all impact fees, including the road fee. The applicant will need to provide adequate documentation regarding the size and use of the demolished structure in order to receive the credit.

VI. Adjustments

A. The development fees have been established using certain averages for water use, sanitary sewer flow, storm water runoff, and trip generation. Any proposed non-residential project that exceeds these averages will be subject to a case by case analysis by the City Engineer and may be required to pay additional fees if they exceed the averages in this section, which in some cases may be higher than the averages used to establish the development impact fees. The averages that each project will be compared with are as follows:

1. <u>Water - domestic and irrigation</u>

a.	Retail	>	317 gal/1000 sq. ft./day
b.	Service	>	346 gal/1000 sq. ft./day
c.	Office	>	244 gal/1000 sq. ft./day
d.	Industrial	>	317 gal./1000 sq. ft./day

2. <u>Sanitary Sewer</u>: Note that for excessive BOD or TSS it is typically more economical for businesses to pretreat the waste water prior to discharge into the City system. Likewise there is a quantitative limit to how much waste water the City system can take. Excessive flows would require either expansion of the City treatment capability or pre-treatment. The timing of expansions of the Wastewater Treatment Plant is planned to accommodate normal build out of the City. Because expansions can take 4-5 years to plan and construct, abnormal demands on the system may not be able to be accommodated without significant lead time. Fees for development with abnormal flows are based on equivalent dwelling unit cost calculations by the City Engineer and approved by the Community Development director.

a.	Retail	>	110.2 gal/1000 sq. ft./day
b.	Service	>	137.7 gal/1000 sq. ft./day
c.	Office	>	91.8 gal/1000 sq. ft./day
d.	Industrial	>	103.3 gal./1000 sq. ft./day
e.	BOD	>	235 ppm or mg/L

3. <u>Storm Drainage</u>
Non-Residential Building size < 25% or > 45% of property.

4. <u>Roads</u>. For land uses that generate more than 10 peak hour trips/1,000 square feet, a special calculation will be required to determine their road impact fee. Examples of land uses that generate more than 10 peak hour trips/1,000 square feet are as follows: gas station, fast food, car wash, convenience market,

projects including a drive through. This is not a comprehensive list.

No credits or reduction of fees are allowed for projects falling below these averages.

B. Fee Deferral for Development

Should a developer wish to request a fee deferral, the request shall be in writing and in conformance with the City's adopted fee deferral program.

C. Development Fee Waiver

In no event shall any development fees be waived unless the City is able to determine and secure an alternative source of funding to replace the fees.

VII. Fee Calculation

Upon receipt of an application for a building permit, the Community Development Department (CDD) shall determine the number of single family dwelling units, multi-family dwelling units, or the square footage and proposed use in the case of commercial/industrial projects, and will then add this information to the application.

A. Community Development will determine if any development fees have been previously paid.

B. Any fee categories that were previously paid on an acreage basis, and included in the land of the currently proposed project, shall be considered paid in full. Fee categories that were established after the prior payment will be charged at the time of the building permit application.

C. Community Development will next determine if the project qualifies for any credits or adjustments and will indicate such on the form. When a single industrial building is divided for the purpose of leasing to separate users, the development fees will be calculated based on the separate uses. For example, if a 40,000 sq. ft. building in an industrial area is divided into two 20,000 sq. ft. spaces, with one side occupied by a small warehouse type operation and the other strictly for office use, the development impact fees will be calculated for 20,000 square feet of industrial use and 20,000 square feet of office use.

D. No differentiation will be made for mixed uses of a single user, such as the internal office area of an industrial building. The development impact fee will be calculated based on the primary use of the building.

E. Storm drain impact fees will be calculated on a per acre basis, to allow for collection at time of building permit. The fees collected will be based on a storm water shed zone (See Map in Appendix B) specific acreage basis:

1. New Residential: Calculated at Final Map as the fee/acre multiplied by the number of acres divided by the total number of units and collected on an average cost per lot basis per the Map. When the project consists of multiple units grouped in building clusters, and only one building permit per cluster is needed (e.g. apartment complex), the multi-family residential storm water fee is due in its entirety at the pulling of the first building permit.
2. Infill Residential: Calculated as either the lot size divided by infill acreage or lot size divided by the number of units divided by infill acreage.
3. Commercial: Collected on the size of the lot unless the lot is not being fully developed. Fully developed means that all portions of the lot are developed as within the building footprint, hardscape or landscape, or the developed property is at the maximum floor area ratio FAR). For prior development infill or additions, the fee is calculated as the square footage of the building footprint divided by the floor area ratio of 0.4 divided by 43,560 sf. (building footprint s.f./0.4)/43,560 sf/acre

F. The fee calculations are performed by Community Development staff and then approved by a senior engineer or designee. Discretionary interpretations/credits/and deferrals are approved by the Development Services Senior Engineer or City Engineer. Applicants may appeal to the Community Development Director.

G. Community Development will complete its final computation of the total development fees due. The form will be attached to the building permit, and the development fees due are included in the cost of the building permit unless otherwise deferred consistent with the City's fee deferral ordinance.

The applicant shall then pay all Development Fees in effect at the time of building permit issuance.

VIII. Developer In-Lieu Improvements

Whenever a developer is required as a condition of approval of a development project, or permitted in the City's discretion, to construct a public facility described in the MPFP, the City and developer shall execute a reimbursement or credit agreement. Credits will be capped at the amount that is in the fee program plus CCI since the last update.

The timing and method of payment (credit or reimbursement) will be negotiated and included as part of the reimbursement agreement and approved by the City Council prior to construction of the improvements. If the improvements are to be financed by an assessment district (including Mello-Roos), credits may be given to the individual property owner and/or reimbursement shall be made to the district. The proposed spread of credits/reimbursement must also be approved by the City Council prior to construction of the improvements. Reimbursement shall be limited to costs specified in the fee program plus CCI since the last update.

In order to receive any reimbursement or credit for constructing a project identified in the MPFP, the developer must submit evidence that this work was secured through a competitive bidding process and certify that prevailed wages were paid appropriately.

If the developer has pulled building permits and paid public facility fees prior to the credits/reimbursement agreement being approved by the City Council, the developer will only receive credits/reimbursements on future permits. No refunds will be processed for the fees paid prior to the credit agreement being approved by the City Council.

A credit may only be taken by the developer to offset the development fee in the category that would normally pay for the constructed improvement. In other words, a street improvement cost will only be subject to credit against the road improvement fee.

IX. Methods of Financing

Fees payable pursuant to Section 15.040.030(C.) of the Woodland Municipal Code may, in the discretion of the City, be financed through the formation of a special benefit assessment district, a Mello-Roos Community Facilities District, or analogous financing mechanism. In the event such debt financing is authorized by the City, the City shall apply an in-lieu credit against the fee which otherwise would be charged. In the event a financing mechanism is approved to finance public facilities listed in the MPFP, the City may agree to reimburse the developer to the extent the developer has paid special taxes or assessments for such oversized public improvements or has otherwise provided advance funding for such public improvements and has not otherwise been reimbursed.

X. Annual Adjustment of Fees

The amount of development impact fees approved in the Resolution setting or increasing such fees shall be increased annually, on January 1 of each year, in the amount of the percentage increase in the Engineering News Record construction cost index, or any successor index that may be selected by the City Council. Fees may also be adjusted at other times during the year in conjunction with adoption of an updated Major Projects Financing Plan. Fees charged shall be based on the fees in effect at the time they are paid.

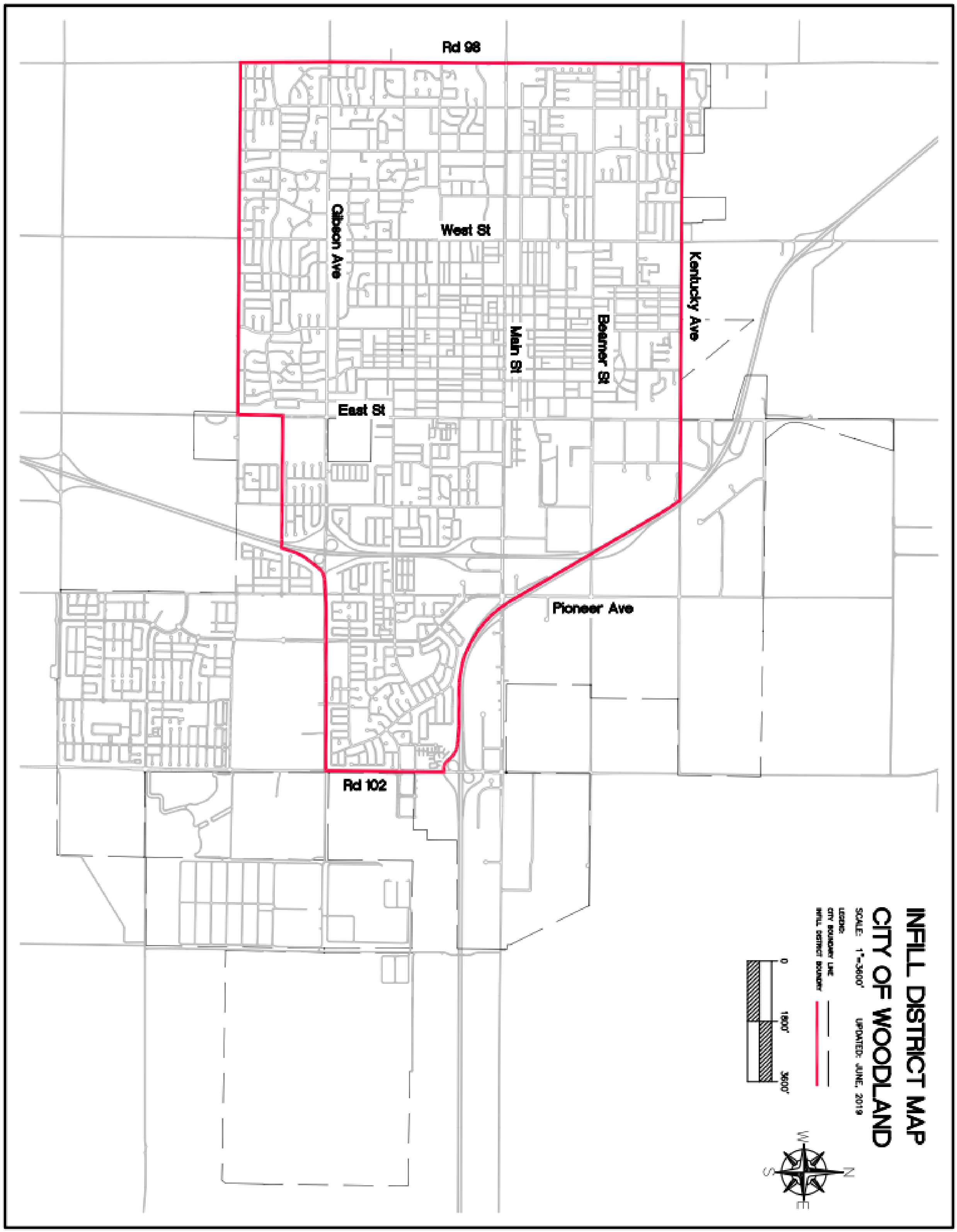
Land Use Table

Land Use Type	Retail	Service	Office	Indust.[1]
Ambulance Services		X		
Animal and Food Processing				X
Appliance Sales, Service and Supply		X		
Auto - Lube Shop		X		
Auto - Major Service and Repair		X		
Auto - Minor Service and Repair		X		
Auto – Fueling Stations	X			
Auto and Truck Service Stations		X		
Auto Parts and Accessory Stores	X			
Auto Rental and Lease Agency		X		
Auto Sales, New and Used[2]				X
Bakeries (Retail)	X			
Bakeries (Production)				X
Barber and Beauty Shops		X		
Bars, Cocktail Lounges, and Taverns		X		
Bowling Alleys		X		
Breweries, Distilleries, and Wineries				X
Building Materials Sales (Wholesale)				X
Cabinet, Carpenter & Woodworking Shops		X		
Cafes, Coffee Shops, and Restaurants		X		
Cannabis – Dispensary	X			
Cannabis – Processing and Distribution				X
Cannabis – Testing			X	
Card Rooms		X		
Carwashes		X		
Churches with School or Daycare		X		
Churches without School or Daycare		X		
Clothes Cleaning and Laundry Pickup Stations		X		
Commercial Recreation Facilities		X		
Communication & Pub. Utility Service Facilities		X		
Dance Halls		X		
Drive-In Theaters		X		
Drive-in, Fast Food, Self-Service, Take-Out Restaurants	X			
Drug Stores and Pharmacies	X			
E-commerce and Fulfillment Centers	X			
Electrical Sales, Service and Supply		X		
Equipment Rental		X		
Farm Supply & Implement Sales and Service		X		
Financial Institutions			X	
Flea Markets	X			
Florists	X			
Food and Grocery Stores	X			

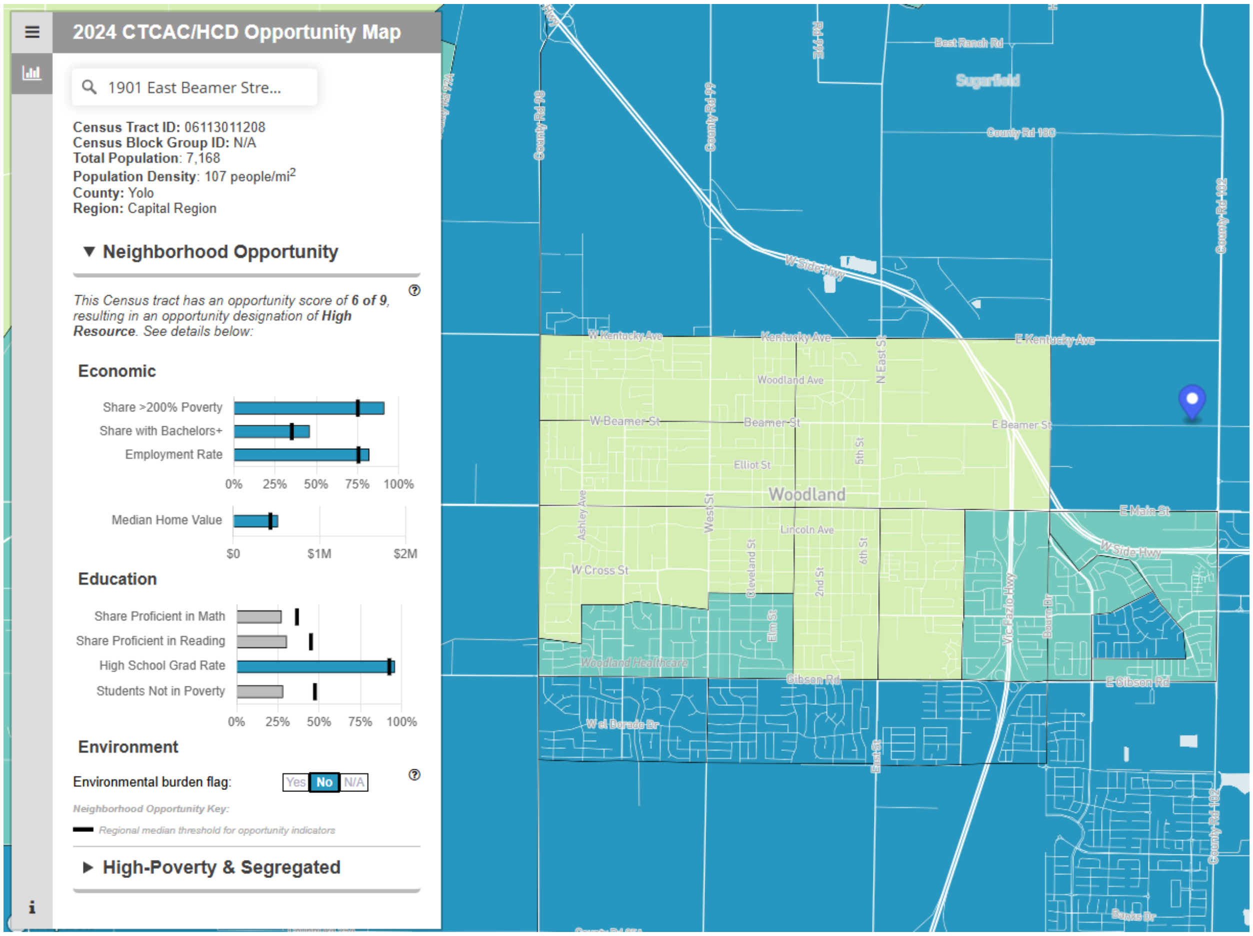
[1] See Section III D regarding Flex overlay zone
[2] See Section III C regarding esales vs normal sales

Land Use Type	Retail	Service	Office	Indust.
Food processing				X
Fortunetelling		X		
Gift Shops	X			
Glass Sales and Service		X		
Hardware Stores	X			
Heating and AC Sales and Service and Supply		X		
Hospitals		X		
Hotels and Motels		X		
Hydraulic Equip, Well Drilling Sales, Service and Supply		X		
Institutional and Schools		X		
Laundromats		X		
Laundry, Dry Cleaning Plants		X		
Liquor Sales, On and Off Sales	X			
Locksmiths		X		
Machine Shops		X		
Manufacturing and Assembly				X
Medical and Dental Clinics			X	
Medical Laboratories			X	
Mini Marts	X			
Mini Storage Facilities		X		
Miniature Golf		X		
Offices			X	
Opticians			X	
Pipe Sales, Service and Supply		X		
Plant Nurseries and Greenhouses	X	X		
Plumbing Sales, Service and Supply		X		
Pool Halls		X		
Pool Service and Supply		X		
Prescription Pharmacies	X			
Produce Stands	X			
Public and Quasi-Public Building Uses		X		
Pump Sales, Service, and Supply		X		
Recycling Service Centers		X		
Research and Development Facilities			X	
Retail Stores and Shops Providing a Convenience Service	X			
Rice Storage		X		
RV and Boat Storage				X
Shopping Centers	X			
Skating Rinks		X		
Social Halls, Lodges, Fraternal Organizations		X		
Swimming, Tennis, Racquetball, and Health Clubs		X		
Taxi Cab Service		X		
Technical, Trade, Craft Schools, and Studios		X		
Theaters		X		
Travel Trailer Parks, and Overnight Campgrounds		X		
Upholstery		X		

Land Use Type	Retail	Service	Office	Indust.
Variety Stores	X			
Veterinary Offices and Clinics			X	
Video Game Centers		X		
Warehousing				X
Welding Shops		X		
Wholesale and Distributing Business		X		


Rd 98
West St
Gibson Ave
Kentucky Ave
Beamer St
Main St
East St
Pioneer Ave
Rd 102
INFILL DISTRICT MAP
CITY OF WOODLAND
SCALE: 1"=3600'
UPDATED: JUNE, 2019
0
1800'
3600'
N
S
E
W

3D – East Beamer Campus Project Location on TCAC/HCD Opportunity Map



RESOLUTION NO. 8363

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND AUTHORIZING APPLICATION TO AND PARTICIPATION IN THE PROHOUSING DESIGNATION PROGRAM

WHEREAS, Government Code section 65589.9 established the Prohousing Designation Program ("Program"), which creates incentives for jurisdictions that are compliant with state housing element requirements and that have enacted Prohousing local policies; and

WHEREAS, such jurisdictions will be designated Prohousing, and, as such, will receive additional points or other preference during the scoring of their competitive Applications for specified housing and infrastructure funding; and

WHEREAS, the California Department of Housing and Community Development ("Department") has adopted regulations (Cal. Code Regs., tit. 25, § 6600 et seq.) to implement the Program ("Program Regulations"), as authorized by Government Code section 65589.9, subdivision (d); and

WHEREAS, the City of Woodland desires to submit an Application for a Prohousing Designation ("Application").

THEREFORE, BE IT RESOLVED THAT:

1. Applicant is hereby authorized and directed to submit an Application to the Department.

2. Applicant acknowledges and confirms that it is currently in compliance with applicable state housing law.

3. Applicant acknowledges and confirms that it will continue to comply with applicable housing laws and to refrain from enacting laws, developing policies, or taking other local governmental actions that may or do inhibit or constrain housing production. Examples of such local laws, policies, and actions include moratoriums on development; local voter approval requirements related to housing production; downzoning; and unduly restrictive or onerous zoning regulations, development standards, or permit procedures. Applicant further acknowledges and confirms that the Prohousing Policies in its Application comply with its duty to Affirmatively Further Fair Housing pursuant to Government Code sections 8899.50 and 65583. Applicant further acknowledges and confirms that its general plan is in alignment with an adopted sustainable communities strategy pursuant to Public Resources Code section 21155- 21155.4. Applicant further acknowledges and confirms that its policies for the

treatment of homeless encampments on public property comply with and will continue to comply with the Constitution and that it has enacted best practices in its jurisdiction that are consistent with the United States Interagency Council on Homelessness' "7 Principles for Addressing Encampments" (June 17, 2022, update).

4. If the Application is approved, Applicant is hereby authorized and directed to enter into, execute, and deliver all documents required or deemed necessary or appropriate to participate in the Program, and all amendments thereto (the "Program Documents").

5. Applicant acknowledges and agrees that it shall be subject to the Application; the terms and conditions specified in the Program Documents; the Program Regulations; and any and all other applicable law.

6. City Manager Ken Hiatt is authorized to execute and deliver the Application and the Program Documents on behalf of the Applicant for participation in the Program.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 16th day of July 2024, by the following vote:

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

Tania Garcia-Cadena

Tania Garcia-Cadena, Mayor

ATTEST:

Ana B. Gonzalez

Ana B. Gonzalez, MMC, City Clerk

Prohousing Designation Program Application

State of California
Governor Gavin Newsom

Melinda Grant, Undersecretary
Business, Consumer Services and Housing Agency

Gustavo Velasquez, Director
Department of Housing and Community Development

Megan Kirkeby, Deputy Director
Division of Housing Policy Development

2020 West El Camino, Suite 500
Sacramento, CA 95833

Website: https://www.hcd.ca.gov/community-development/prohousing
Email: ProhousingPolicies@hcd.ca.gov

January 2024

Prohousing Designation Program Application Package Instructions

The applicant is applying for a Prohousing Designation under the Prohousing Designation Program ("**Prohousing**" or "**Program**"), which is administered by the Department of Housing and Community Development ("**Department**") pursuant to Government Code section 65589.9.

The Program creates incentives for Jurisdictions that are compliant with State Housing Element Law and that have enacted Prohousing Policies. These incentives will take the form of additional points or other preference in the scoring of applications for competitive housing and infrastructure programs. The administrators of each such program will determine the value and form of the preference.

In order to be considered for a Prohousing Designation, the applicant must accurately complete all sections of this application, including any relevant appendices. The Department reserves the right to request additional clarifying information from the applicant.

This application is subject to Government Code section 65589.9 and to the regulations (Cal. Code Regs., tit. 25, § 6600 et seq.) adopted by the Department in promulgation thereof ("**Regulations**"). All capitalized terms in this application shall have the meanings set forth in the Regulations.

All applicants must submit a complete, signed application package to the Department, in electronic format, in order to be considered for a Prohousing Designation. Please direct electronic copies of the completed application package to the following email address: ProhousingPolicies@hcd.ca.gov.

A complete application will include all items identified in the Application Checklist.

In relation to **Appendix 1**, the Formal Resolution for the Prohousing Designation Program, please use ~~strikethrough~~ and <u>underline</u> if proposing any modifications to the text of the Resolution. Please be aware, any sustentative deviations from the Formal Resolution may result in an incomplete application and will likely be subject to additional internal review and potential delays.

Appendix 2, the Proposed Policy Completion Schedule, applies only if an application includes proposed policies.

Appendix 3, Project Proposal Scoring Sheet and Sample Project Proposal Scoring Sheet, includes a blank template to be completed by the applicant as part of the application, as well as a Sample Project Proposal Scoring Sheet with an example of how this template may be completed.

Appendix 4 lists examples of Prohousing Policies with enhancement factors to aid applicants in understanding how enhancement factors may be applied.

Appendix 5 is where the applicant will include any additional information and supporting documentation for the application.

If you have questions regarding this application or the Program, or if you require technical assistance in preparing this application, please email ProhousingPolicies@hcd.ca.gov.

Application Checklist

	Yes	No
Application Information	☒	☐
Certification and Acknowledgement	☒	☐
The Legislative Information form is completed.	☒	☐
The Threshold Requirements Checklist is completed.	☐	☐
A duly adopted and certified Formal Resolution for the Prohousing Designation Program is included in the application package. (See **Appendix 1** for the Formal Resolution for the Prohousing Designation Program form.)	☒	☐
If applicable, the Proposed Policy Completion Schedule is completed. (See **Appendix 2**.)	☒	☐
The Project Proposal Scoring Sheet is completed. (See **Appendix 3** for the Project Proposal Scoring Sheet and the Sample Project Proposal Scoring Sheet.)	☒	☐
Additional information and supporting documentation (Applicant to provide as **Appendix 5**)	☒	☐

Application Information

Applicant (Jurisdiction):	City of Woodland
Applicant Mailing Address:	300 First St
City:	Woodland
ZIP Code:	95695
Website:	cityofwoodland.gov
Authorized Representative Name	Ken Hiatt
Authorized Representative Title:	City Manager
Phone:	(530) 661-5800
Email:	Ken.Hiatt@cityofwoodland.gov
Contact Person Name:	Spencer Bowen
Contact Person Title:	Communication & Strategic Policies Manager
Phone:	(530) 661-5808
Email:	Spencer.Bowen@cityofwoodland.gov
Proposed Total Score (Based on Appendix 3):	45

CERTIFICATION AND ACKNOWLEDGMENT

As authorized by the Formal Resolution for the Prohousing Designation Program (Resolution No. 8363), which is attached hereto and incorporated by reference as if set forth in full, I hereby submit this full and complete application on behalf of the applicant.

I certify that all information and representations set forth in this application are true and correct.

I further certify that any proposed Prohousing Policy identified herein will be enacted within two (2) years of the date of this application submittal.

I acknowledge that this application constitutes a public record under the California Public Records Act (Gov. Code, § 6250 et seq.) and is therefore subject to public disclosure by the Department.

Signature: ____

Name and Title: Ken Hiatt, City Manager

Date: 08/20/2024

Legislative Information

District	Number	Legislators Name(s)
State Assembly District	4	Cecilia Aguiar-Curry
State Senate District	3	Bill Dodd

Applicants can find their respective State Senate representatives at https://www.senate.ca.gov/, and their respective State Assembly representatives at https://www.assembly.ca.gov/

Threshold Requirements Checklist

The applicant meets the following threshold requirements in accordance with Section 6604 of the Regulations:

	Yes	No
The applicant is a Jurisdiction.	☒	☐
The applicant has adopted a Compliant Housing Element.	☒	☐
The applicant has submitted or will submit a legally sufficient Annual Progress Report prior to designation.	☒	☐
The applicant has completed or agrees to complete, on or before the relevant statutory deadlines, any rezone program or zoning that is necessary to remain in compliance with Government Code sections 65583, subdivision (c)(1), and 65584.09, subdivision (a), and with California Coastal Commission certification where appropriate.	☒	☐
The applicant is in compliance, at the time of the application, with applicable state housing law, including, but not limited to those included in Government Section 65585, subdivision (j); laws relating to the imposition of school facilities fees or other requirements (Gov. Code, § 65995 et seq.); Least Cost Zoning Law (Gov. Code, § 65913.1); Permit Streamlining Act (Gov. Code, § 65920 et seq.); and provisions relating to timeliness of CEQA processing by local governments in Public Resources Code sections 21080.1, 21080.2, and 21151.5(a).	☒	☐
The applicant further acknowledges and confirms that its treatment of homeless encampments on public property complies with and will continue to comply with the constitutional rights of persons experiencing homelessness and that it has submitted a one-page summary to the Department demonstrating how the applicant has enacted best practices in their jurisdiction related to the treatment of unhoused individuals camping on public property, consistent with United States Interagency Council on Homelessness' "7 Principles for Addressing Encampments," (June 17, 2022 update), hereby incorporated by reference.	☒	☐
The applicant has duly adopted and certified, by the applicant's governing body, a Formal Resolution for the Prohousing Designation Program, which is hereby incorporated by reference. (A true and correct copy of the resolution is included in this application package.)	☒	☐
The applicant has demonstrated that they engaged in a diligent public participation process that included 1) outreach through a variety of methods and languages; 2) specific efforts to engage all segments of the community, including individuals or representatives of lower-income and special needs households, for-profit and non-profit developers and special needs service providers; 3) availability of the draft document to the public, including notification to interested parties and all segments of the community for 30 days and subsequent versions for 7 days; 4) public hearings and informative meetings; and 5) consideration of comments, including incorporation of comments into a jurisdiction's application and Prohousing Policies, as appropriate. The applicant has submitted documentation of comments received during this process.	☐	☐

Project Proposal
Category 1: Favorable Zoning and Land Use

Category	Prohousing Policy Description	Points
1A	Sufficient sites, including rezoning, to accommodate 150 percent or greater of the current or draft RHNA, whichever is greater, by total and income category. These additional sites must be identified in the Jurisdiction’s housing element adequate sites inventory, consistent with Government Code section 65583, subdivisions (a)(3) and (c)(1).	3
1B	Permitting missing middle housing uses (e.g., duplexes, triplexes, and fourplexes) by right in existing low-density, single-family residential zones in a manner that exceeds the requirements of SB 9 (Chapter 162, Statutes of 2021, Gov. Code, §§ 65852.21, 66411.7).	3
1C	Sufficient sites, including rezoning, to accommodate 125 to 149 percent of the current or draft RHNA, whichever is greater, by total and income category. These points shall not be awarded if the applicant earns three points pursuant to Category (1)(A) above. These additional sites must be identified in the Jurisdiction’s housing element adequate sites inventory, consistent with Government Code section 65583, subdivisions (a)(3) and (c)(1).	2
1D	Density bonus programs that allow additional density for additional affordability beyond minimum statutory requirements (Gov. Code, § 65915 et seq.).	2
1E	Increasing allowable density in low-density, single-family residential areas beyond the requirements of state Accessory Dwelling Unit Law, (Gov. Code, §§ 65852.2, 65852.22) (e.g., permitting more than one converted ADU; one detached, new construction ADU; and one JADU per single-family lot), and in a manner that exceeds the requirements of SB 9 (Chapter 192, Statutes of 2021, Gov. Code, §§ 65852.21, 66411.7). These policies shall be separate from any qualifying policies under Category (1)(B).	2
1F	Eliminating minimum parking requirements for residential development as authorized by Government Code section 65852.2; adopting vehicular parking ratios that are less than the relevant ratio thresholds at subparagraphs (A), (B), and (C) of Gov. Code section 65915, subdivision (p)(1); or adopting maximum parking requirements at or less than ratios pursuant to Gov. Code section 65915, subdivision (p).	2
1G	Zoning or incentives that are designed to increase affordable housing development in a range of types, including, but not limited to, large family units, Supportive Housing, housing for transition age foster youth, and deep affordability targeted for Extremely Low-Income Households in all parts of the Jurisdiction, with at least some of the zoning, other land use designation methods, or incentives being designed to increase affordable housing development in higher resource areas shown in the TCAC/HCD Opportunity Map, and with the Jurisdiction having confirmed that it considered and addressed potential environmental justice issues in adopting and implementing	2

	this policy, especially in areas with existing industrial and polluting uses.	
1H	Zoning or other land use designation methods to allow for residential or mixed uses in one or more non-residential zones (e.g., commercial, light industrial). Qualifying non-residential zones do not include open space or substantially similar zones.	1
1I	Modification of development standards and other applicable zoning provisions or land use designation methods to promote greater development intensity. Potential areas of focus include floor area ratio, height limits, minimum lot or unit sizes, setbacks, and allowable dwelling units per acre. These policies must be separate from any qualifying policies under Category (1)(B) above.	1
1J	Establishment of a Workforce Housing Opportunity Zone, as defined in Government Code section 65620, or a Housing Sustainability District, as defined in Government Code section 66200.	1
1K	Establishment of an inclusionary housing program requiring new developments to include housing affordable to and reserved for low- and very low-income households, consistent with the requirements of AB 1505 (Chapter 376, Statutes of 2017, Gov. Code, § 65850.01).	1
1L	Other zoning and land use actions not described in Categories (A)-(K) of this section that measurably support the Acceleration of Housing Production.	1

Project Proposal
Category 2: Acceleration of Housing Production Timeframes

Category	Prohousing Policy Description	Points
2A	Establishment of ministerial approval processes for multiple housing types, including, for example, single-family, multifamily and mixed-use housing.	3
2B	Acceleration of Housing Production through the establishment of streamlined, program-level CEQA analysis and certification of general plans, community plans, specific plans with accompanying Environmental Impact Reports (EIR), and related documents.	2
2C	Documented practice of streamlining housing development at the project level, such as by enabling a by-right approval process or by utilizing statutory and categorical exemptions as authorized by applicable law, (e.g., Pub. Resources Code, §§ 21155.1, 21155.4, 21159.24, 21159.25; Gov. Code, § 65457; Cal Code Regs., tit. 14, §§ 15303, 15332; Pub. Resources Code, §§ 21094.5, 21099, 21155.2, 21159.28).	2
2D	Establishment of permitting processes that take less than four months to complete. Policies under this category must address all approvals necessary to issue building permits.	2
2E	Absence or elimination of public hearings for projects consistent with zoning and the general plan.	2
2F	Priority permit processing or reduced plan check times for homes affordable to Lower-Income Households.	1
2G	Establishment of consolidated or streamlined permit processes that minimize the levels of review and approval required for projects, and that are consistent with zoning regulations and the general plan.	1
2H	Absence, elimination, or replacement of subjective development and design standards with objective development and design standards that simplify zoning clearance and improve approval certainty and timing.	1
2I	Establishment of one-stop-shop permitting processes or a single point of contact where entitlements are coordinated across city approval functions (e.g., planning, public works, building) from entitlement application to certificate of occupancy.	1
2J	Priority permit processing or reduced plan check times for ADUs/JADUs or multifamily housing.	1
2K	Establishment of a standardized application form for all entitlement applications.	1
2L	Documented practice of publicly posting status updates on project permit approvals on the internet.	1
2M	Limitation on the total number of hearings for any project to three or fewer. Applicants that accrue points pursuant to category (2)(E) are not eligible for points under this category.	1
2N	Other policies not described in Categories (2)(A)-(M) of this section that quantifiably decrease production timeframes or promote the streamlining of approval processes.	1

Project Proposal
Category 3: Reduction of Construction and Development Costs

Category	Prohousing Policy Description	Points
3A	Waiver or significant reduction of development impact fees for residential development with units affordable to Lower-Income Households. This provision does not include fees associated with the provision of housing affordable to Lower-Income Households (e.g., inclusionary in lieu fees, affordable housing impact fees, and commercial linkage fees).	3
3B	Adoption of policies that result in less restrictive requirements than Government Code sections 65852.2 and 65852.22 to reduce barriers for property owners to create ADUs/JADUs. Examples of qualifying policies include, but are not limited to, development standards improvements, permit processing improvements, dedicated ADU/JADU staff, technical assistance programs, and pre-approved ADU/JADU design packages.	2
3C	Adoption of other fee reduction strategies separate from Category (3)(A), including fee deferrals and reduced fees for housing for persons with special needs. This provision does not include fees associated with the provision of housing affordable to Lower-Income Households (e.g., inclusionary in lieu fees, affordable impact fees and commercial linkage fees).	1
3D	Accelerating innovative housing production through innovative housing types (e.g., manufactured homes, recreational vehicles, park models, community ownership, and other forms of social housing) that reduce development costs.	1
3E	Measures that reduce costs for transportation-related infrastructure or programs that encourage active modes of transportation or other alternatives to automobiles. Qualifying policies include, but are not limited to, publicly funded programs to expand sidewalks or protect bike/micro-mobility lanes, creation of on-street parking for bikes, transit-related improvements, or establishment of carshare programs.	1
3F	Adoption of universal design ordinances pursuant to Health and Safety Code section 17959.	1
3G	Establishment of pre-approved or prototype plans for missing middle housing types (e.g., duplexes, triplexes, and fourplexes) in low-density, single-family residential areas.	1
3H	Adoption of ordinances that reduce barriers, beyond existing law, for the development of housing affordable to Lower-Income Households.	1
3I	Other policies not described in Categories (3)(A)-(H) of this section that quantifiably reduce construction or development costs.	1

Project Proposal
Category 4: Providing Financial Subsidies

Category	Prohousing Policy Description	Points
4A	Establishment of a housing fund or contribution of funds towards affordable housing through proceeds from approved ballot measures.	2
4B	Establishment of local housing trust funds or collaboration on a regional housing trust fund, which include the Jurisdiction's own funding contributions. The Jurisdiction must contribute to the local or regional housing trust fund regularly and significantly. For the purposes of this Category, "regularly" shall be defined as at least annually, and "significant" contributions shall be determined based on the impact the contributions have in accelerating the production of affordable housing.	2
4C	Demonstration of regular use or planned regular use of funding (e.g., federal, state, or local) for preserving assisted units at-risk of conversion to market rate uses and conversion of market rate uses to units with affordability restrictions (e.g., acquisition/rehabilitation). For the purposes of this category, "regular use" can be demonstrated through the number of units preserved annually by utilizing this funding source.	2
4D	Provide grants or low-interest loans for ADU/JADU construction affordable to Lower- and Moderate-Income Households.	2
4E	A comprehensive program that complies with the Surplus Land Act (Gov. Code, § 54220 et seq.) and that makes publicly owned land available for affordable housing, or for multifamily housing projects with the highest feasible percentage of units affordable to Lower Income Households. A qualifying program may utilize mechanisms such as land donations, land sales with significant write-downs, or below-market land leases.	2
4F	Establishment of an Enhanced Infrastructure Financing District or similar local financing tool that, to the extent feasible, directly supports housing developments in an area where at least 20 percent of the residences will be affordable to Lower-Income Households.	2
4G	Prioritization of local general funds to accelerate the production of housing affordable to Lower-Income Households.	2
4H	Directed residual redevelopment funds to accelerate the production of affordable housing.	1
4I	Development and regular (at least biennial) use of a housing subsidy pool, local or regional trust fund, or other similar funding source sufficient to facilitate and support the development of housing affordable to Lower-Income Households.	1

4J	Prioritization of local general funds for affordable housing. This point shall not be awarded if the applicant earns two points pursuant to Category (4)(G).	1
4K	Providing operating subsidies for permanent Supportive Housing.	1
4L	Providing subsidies for housing affordable to Extremely Low-Income Households.	1
4M	Other policies not described in Categories (4)(A)-(L) of this section that quantifiably promote, develop, or leverage financial resources for housing affordable to Lower-Income Households.	1

Project Proposal
Enhancement Factors

The Department shall utilize enhancement factors to increase the point scores of Prohousing Policies. An individual Prohousing Policy may not use more than one enhancement factor. Each Prohousing Policy will receive extra points for enhancement factors in accordance with the chart below.

Category	Prohousing Policy Description	Points
1	The policy represents one element of a unified, multi-faceted strategy to promote multiple planning objectives, such as efficient land use, access to public transportation, housing affordable to Lower-Income Households, climate change solutions, and/or hazard mitigation.	2
2	Policies that promote development consistent with the state planning priorities pursuant to Government Code section 65041.1.	1
3	Policies that diversify planning and target community and economic development investments (housing and non-housing) toward place-based strategies for community revitalization and equitable quality of life in lower opportunity areas. Such areas include, but are not limited to, Low Resource and High Segregation & Poverty areas designated in the most recently updated TCAC/HCD Opportunity Maps, and disadvantaged communities pursuant to Health and Safety Code sections 39711 and 39715 (California Senate Bill 535 (2012).	1
4	Policies that go beyond state law requirements in reducing displacement of Lower-Income Households and conserving existing housing stock that is affordable to Lower-Income Households.	1
5	Rezoning and other policies that support intensification of residential development in Location Efficient Communities.	1
6	Rezoning and other policies that result in a net gain of housing capacity while concurrently mitigating development impacts on or from Environmentally Sensitive or Hazardous Areas.	1
7	Zoning policies, including inclusionary housing policies, that increase housing choices and affordability, particularly for Lower-Income Households, in High Resource and Highest Resource areas, as designated in the most recently updated TCAC/HCD Opportunity Maps.	1
8	Other policies that involve meaningful actions towards Affirmatively Furthering Fair Housing outside of those required pursuant to Government Code sections 65583, subdivision (c)(10), and 8899.50, including, but not limited to, outreach campaigns, updated zoning codes, and expanded access to financing support.	1

Project Proposal Scoring Sheet Instructions

The Department shall validate applicants' scores based on the extent to which each identified Prohousing Policy contributes to the Acceleration of Housing Production. The Department shall assess applicants' Prohousing Policies in accordance with statutory requirements and the Regulations.

The Department shall further assess applicants' Prohousing Policies using the following four scoring categories: Favorable Zoning and Land Use, Acceleration of Housing Production Timeframes, Reduction of Construction and Development Costs, and Providing Financial Subsidies. Applicants shall demonstrate that they have enacted or proposed at least one policy that significantly contributes to the Acceleration of Housing Production in each of the four categories. A Prohousing Designation requires a total score of 30 points or more across all four categories.

<u>Instructions</u>

Please utilize one row of the Scoring Sheet for each Prohousing Policy.

- **Category Number**: Select the relevant category number from the relevant Project Proposal list in this application. Where appropriate, applicants may utilize a category number more than once.
- **Concise Written Description of Prohousing Policy**: Set forth a brief description of the enacted or proposed Prohousing Policy.
- **Enacted or Proposed**: Identify the Prohousing Policy as enacted or proposed. For proposed Prohousing Policies, please complete **Appendix 2: Proposed Policy Completion Schedule**.
- **Documentation Type**: For enacted Prohousing Policies, identify the relevant documentary evidence (e.g., resolution, zoning code provisions). For proposed Prohousing Policies, identify the documentation which shows that implementation of the policy is pending.
- **Web Links/Electronic Copies**: Insert the Web link(s) to the relevant documentation or indicate that electronic copies of the documentation have been attached to this application as **Appendix 5**.
- **Points**: Enter the appropriate number of points using the relevant Project Proposal list in this application.
- **Enhancement Category Number (optional)**: If utilizing an enhancement factor for a particular Prohousing Policy, enter the appropriate category number using the relevant Project Proposal list in this application.
- **Enhancement Points (optional)**: If utilizing an enhancement factor for a particular Prohousing Policy, enter the point(s) for that Prohousing Policy.
- **Total Points**: Add the enhancement point(s) to the Prohousing Policy's general point score.

Appendix 1: Formal Resolution for the Prohousing Designation Program

Formal Resolution for the PROHOUSING Designation Program

RESOLUTION NO. **[INSERT RESOLUTION NUMBER]**

A RESOLUTION OF THE GOVERNING BODY OF
[INSERT THE NAME OF THE CITY OR COUNTY] AUTHORIZING APPLICATION TO AND PARTICIPATION IN THE PROHOUSING DESIGNATION PROGRAM

WHEREAS, Government Code section 65589.9 established the Prohousing Designation Program ("Program"), which creates incentives for jurisdictions that are compliant with state housing element requirements and that have enacted Prohousing local policies; and

WHEREAS, such jurisdictions will be designated Prohousing, and, as such, will receive additional points or other preference during the scoring of their competitive Applications for specified housing and infrastructure funding; and

WHEREAS, the California Department of Housing and Community Development ("Department") has adopted regulations (Cal. Code Regs., tit. 25, § 6600 et seq.) to implement the Program ("**Program Regulations**"), as authorized by Government Code section 65589.9, subdivision (d); and

WHEREAS, the **[INSERT THE NAME OF THE CITY OR COUNTY]** ("Applicant") desires to submit an Application for a Prohousing Designation ("Application").

THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to submit an Application to the Department.

2. Applicant acknowledges and confirms that it is currently in compliance with applicable state housing law.

3. Applicant acknowledges and confirms that it will continue to comply with applicable housing laws and to refrain from enacting laws, developing policies, or taking other local governmental actions that may or do inhibit or constrain housing production. Examples of such local laws, policies, and actions include moratoriums on development; local voter approval requirements related to housing production; downzoning; and unduly restrictive or onerous zoning regulations, development standards, or permit procedures. Applicant further acknowledges and confirms that the Prohousing Policies in its Application comply with its duty to Affirmatively Further Fair Housing pursuant to Government Code sections 8899.50 and 65583. Applicant further acknowledges and confirms that its general plan is in alignment with an adopted sustainable communities strategy pursuant to Public Resources Code sections 21155-21155.4. Applicant further acknowledges and confirms that its policies for the treatment of homeless encampments on public property comply do and will continue to comply with the Constitution and that it has enacted best practices in its jurisdiction

that are consistent with the United States Interagency Council on Homelessness' "7 Principles for Addressing Encampments" (June 17, 2022, update).

4. If the Application is approved, Applicant is hereby authorized and directed to enter into, execute, and deliver all documents required or deemed necessary or appropriate to participate in the Program, and all amendments thereto (the "Program Documents").

5. Applicant acknowledges and agrees that it shall be subject to the Application, the terms and conditions specified in the Program Documents, the Program Regulations, and any and all other applicable law.

6. [**INSERT THE TITLE OF THE APPLICANT'S AUTHORIZED SIGNATORY**] is authorized to execute and deliver the Application and the Program Documents on behalf of the Applicant for participation in the Program.

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

AYES: [Insert #] NOES: [Insert #] ABSENT: [Insert #] ABSTAIN: [Insert #]

The undersigned, [INSERT NAME AND TITLE OF SIGNATORY] of Applicant, does hereby attest and certify that the foregoing is a true and full copy of a resolution of the Applicant's governing body adopted at a duly convened meeting on the date above-mentioned, and that the resolution has not been altered, amended, or repealed.

SIGNATURE: DATE:

NAME: TITLE:

Appendix 2: Proposed Policy Completion Schedule

Category Number	Concise Written Description of Proposed Policy	Key Milestones and Milestone Dates	Anticipated Completion Date	Notes
3B	In accordance with AB 1332, by January 1, 2025, we will have a pre-approval program for ADUs. There will be a dedicated webpage that instructs designers on how to apply for preapproval and instructs residents on how to apply for permits using preapproved plans once they are available. Preapproved plans will be shared with the public on the city's ADU webpage.		01/01/2025	

Appendix 3: Project Proposal Scoring Sheet and Sample Project Proposal Scoring Sheet

Project Proposal Scoring Sheet

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents **<u>or</u>** Indicate that Electronic Copies are Attached as **Appendix 5**	Points	Enhancement Category Number	Enhancement Points	Total Points

1B	Permitted missing middle housing uses by right in residential zones, exceeding SB9. The City's General Plan, updated and adopted in May 2017, established housing policies that required sufficient land zoned for a variety of housing types, residential densities and housing prices. (Policies 9.A.2 and 9.A.3). As a result of these policies, the city's recent comprehensive zoning code update increased allowable residential densities in traditionally low-density zones, including the R-2 zone which previously allowed for 1-8 dwelling units per acre and now, as of June 2024 under the new Residential – Low Medium (R-LM) zone, allows for 5-15 dwelling units per acre. This zone, R-LM, similarly allows for multi-family product types on a single parcel up to 15 dwelling units per acre with minimal staff level review/approval, exceeding SB9. Permitted missing middle product types include but are not limited to triplexes, fourplexes, detached units, cottage courts, garden style apartments, small lot subdivision, etc. Category 1B is further enhanced through	E	General Plan Chapter 9 – Housing Element (Policies 9.A.2 and 9.A.3, HE 9-6) Zoning code Section 17.24.020 Use Regulations (Residential zones)	2035 General Plan Housing Element: https://www.cityofwoodland.gov/DocumentCenter/View/1174/09-Housing-Element-PDF Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId=	3	1	2	5

	enhancement factor 1 because permitting missing middle housing by-right in residential zones, exceeding SB 9, elevates General Plan Housing Element policies 9.A.2 and 9.A.3 described above. This represents one element of a unified, multi-faceted strategy that promotes multiple planning objectives, including land-use efficiency and housing affordable to Lower-Income households in the relevant zones.							

1C	Sufficient sites to accommodate 129% of the current total RHNA. By income category, sufficient sites to accommodate 128% Very Low and Low-Income; 186% Moderate Income, & 106% Above Moderate-Income. As identified in the Housing Element (Table 3-1, p. 14), the City's total capacity with annexation of Research and Technology Park Specific Plan (annexed in March 2024) is 3,994 sites and the RHNA is 3,087 sites. By income category, the City's total capacity and RHNA requirements are as follows: Very Low and Low-Income: 1366/1062; Moderate Income: 1120/601; and Above Moderate-Income: 1508/1424.	E	Housing Element (Table 3-1, p. 14) Zoning Code	Housing Element: https://www.cityofwoodland.gov/DocumentCenter/View/9719/Woodland-6th-Cycle-Adopted-Housing-Element_March-21-2023?bidId= Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId= Zoning Map: https://www.cityofwoodland.gov/Documehttps://www.cityofwoodland.gov/DocumentCenter/View/11358/Zoning-Map?bidId=ntCenter/View/11358/Zoning-Map?bidId=	2			2

1H	Zoning or other land use designation methods to allow for residential or mixed uses in one or more non-residential zones. The city's zoning code allows for by-right residential development, including single family, multifamily and mixed-use product types in several commercial (non-residential zones) including: Community Commercial, Neighborhood Commercial, Downtown Mixed-Use, Corridor Mixed-Use, and Business Park zones. Permitted maximum densities in each zoning district range from 40 du/ac to unlimited du/ac in the Downtown Mixed-Use zone. Residential development within these zones is subject to the city's Inclusionary Housing requirements which require, based on number of units proposed, between five and ten percent of the units to be made affordable to low-income households. Category 1H is further enhanced through enhancement factor 2 as the City's Inclusionary Housing Requirement creates affordable units in every residential development over 10 or 30 units depending on location, in the mentioned zones. This promotes development consistent with	E	Zoning code Section 17.28.020 Use Regulations (Downtown, DX zones); Section 17.32.020 Use Regulations (Corridor Mixed Use zones including Community Commercial and Neighborhood Mixed Use) Woodland Municipal Code Affordable Housing Ordinance	Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId= Woodland Municipal Code Affordable Housing Ordinance §15.16.050: https://ecode360.com/43947818#43947818	1	2	1	2

	the state planning priorities because it achieves housing affordable to lower-income households.							

1I	Modified development standards or land use designation methods to promote greater development intensity. The city's zoning code includes SB9 compliance regulations in Section 17.84.380, Two-Unit Projects. Additionally, the zoning code includes objective design standards to simplify and streamline residential development in all residential and commercial mixed-use zones where residential development is permitted. New (as of June 2024) Small Lot Subdivision guidelines allow for the waiver of minimum lot size and width requirements, waiver of maximum lot coverage requirements, as well as increased setback flexibility to encourage a variety of single and multi-family product types and configurations in all residential zones, including low density zones. Further, as part of the city's recent zoning code update (adopted June 2024), the maximum density in the Residential Low-Medium zone (formerly R-2 duplex zone) was increased from 8 to 15 dwelling units per acre and multifamily product types are now permitted.	E	Zoning code Section 17.84.380; Section 17.24.020 Use Regulations; Section 17.24.030 Development Standards (Residential); Section 17.56.040 Small Lot Subdivision Design Standards	Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId=	1	8	1	2

	Category 1I is further enhanced through enhancement factor 8 as the updated zoning code involves meaningful actions (ex. modified development standards and increased density allowance) towards Affirmatively Furthering Fair Housing (AFFH).							

2A	Ministerial approval processes established for multiple housing types, including, for example, single-family, multifamily, and mixed-use. The City's General Plan, updated and adopted in May 2017, established housing policies that required sufficient land zoned for a variety of housing types, residential densities and housing prices. (Policies 9.A.2 and 9.A.3). As a result of these policies, the city updated its zoning code to permit multifamily and residential mixed-use development by-right (ministerial approval) in four commercial corridor mixed-use zones. More recently in June 2024, the city adopted a comprehensive zoning code update which allows for by-right, ministerial approval of single family, duplex, and/or multifamily development in several zones including low, medium and high density residential and in nearly all commercial zones. Category 1B is further enhanced through enhancement factor 1 because the established ministerial approval processes for multiple housing types elevates General Plan Housing Element policies 9.A.2 and	E	Zoning code Section 17.24.020 Use Regulations (Residential zones); Section 17.28.020 Use Regulations (Downtown, DX zones); Section 17.32.020 Use Regulations (Corridor Mixed Use zones including Community Commercial and Neighborhood Mixed Use) General Plan Chapter 9 – Housing Element (Policies 9.A.2 and 9.A.3, HE 9-6)	Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId= 2035 General Plan Housing Element: https://www.cityofwoodland.gov/DocumentCenter/View/1174/09-Housing-Element-PDF	3	1	2	5

	9.A.3 described above. This represents one element of a unified, multi-faceted strategy that promotes multiple planning objectives, including land-use efficiency and achieves housing affordable to Lower-Income households in the relevant zones.							

2B	Pre-approved CEQA and EIR analysis on the 350-acre Woodland Research & Technology Park (WRTP) Specific Plan will allow for the accelerated production of up to 1600 housing units including low, medium and high-density product types, ten percent of which are required to be restricted for low-income tenants/buyers. Further, the city's 2035 General Plan and Climate Action Plan, updated and adopted in 2017, include a certified EIR, allowing for CEQA tiering exemptions for projects consistent with the EIR. The most recent comprehensive zoning code update tiered from the General Plan EIR for its CEQA analysis, providing CEQA coverage and streamlining for future residential and mixed-use projects that may entail some level of discretionary review. Category 2B is further enhanced through enhancement category 6 because rezoning within the updated zoning code and adoption of the WRTP Specific Plan creates a net gain of housing capacity, while concurrently mitigating development impacts, as described in the associated certified EIRs. The net gain	E	WRTP Specific Plan WRTP EIR General Plan & Climate Action Plan EIR	WRTP Specific Plan: https://www.cityofwoodland.gov/DocumentCenter/View/10461/FINAL-WRTP-SPECIFIC-PLAN-ADOPTED-952023-FULL-VERSION WRTP EIR: https://www.cityofwoodland.gov/DocumentCenter/View/9672/WRTP-Specific-Plan-Final-EIR General Plan EIR: https://www.cityofwoodland.gov/DocumentCenter/View/1175/2035-General-Plan-and-Climate-Action-Plan-Final-Environmental-Impact-Report-PDF	2	6	1	3

	of housing capacity increases affordability throughout the City as the housing supply increases, and a certain percentage of new development will be restricted for lower-income households.							
2C	Documented practice of streamlining housing development at the project level. For example, Vista Del Robles, a 72-unit affordable housing development that opened earlier this year, was given by-right approval in a corridor mixed-use zone. Another example is the by-right, ministerial approval of East Street Apartments, an 83-unit, four story apartment complex located at the gateway to the city's historic downtown, which included the proposed demolition of several hazardous buildings, in approximately 4 months.	E	Zoning code Section 17.32.020 Use Regulations (Corridor Mixed Use zones) Development Projects Page (Vista Del Robles & East Street Apartments)	Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId= Development Projects Page (Vista Del Robles & East Street Apartments) https://www.cityofwoodland.gov/1021/Development-Projects	2			2

2D	Established permit processes take less than four months. Through an agreement with the city's third-party plan check consultant, applicants generally receive first round plan check comments with 15 days, and within 5-10 days for subsequent submittals, allowing for building permit issuance in less than 4 months. Planning staff frequently process permits in less than four months. ADU or JADU permit application must be approved or denied within 60 days.	E	Administrative Process as documented on the City's Building FAQ Page, Question 7	Building FAQ Page: https://www.cityofwoodland.gov/Faq.aspx?TID=20	2			2
2E	No public hearings are required for projects consistent with comprehensive zoning code and allowed either by-right or through a staff level Zoning Administrator Permit. This includes single family, multifamily and residential mixed-use projects in several residential, downtown and commercial zones.	E	Zoning Code Section 17.100.020 Planning Permits and Approval; Section 17.24.020 Use Regulations (Residential zones); Section 17.28.020 Use Regulations (Downtown, DX zones); Section 17.32.020 Use Regulations (Corridor Mixed Use zones including Community Commercial and Neighborhood Mixed Use)	Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId=	2			2

2G	Established consolidated permit processes to minimize levels of review and approval for projects that are consistent with the zoning code and general plan. The city requires a single planning application for all aspects of entitlement review which can be submitted to staff electronically. The application requirements are clearly provided in a matrix form. Established objective design and development standards, performance standards and clearly articulated use standards for specific use types allow housing as well as job generating projects to be reviewed ministerially or through a staff level review, not requiring public hearings. Certified EIRs associated with the Woodland Research and Technology Park as well as the 2035 General Plan created CEQA streamlining opportunities as well.	E	Zoning Code Section 17.100.020 Planning Permits and Approval; Section 17.24.020 Use Regulations (Residential zones); Section 17.28.020 Use Regulations (Downtown, DX zones); Section 17.32.020 Use Regulations (Corridor Mixed Use zones including Community Commercial and Neighborhood Mixed Use); Chapter 17.56 Building and Site Design Standards; Section 17.24.030 Development Standards (Residential zones); Section 17.28.030 Development Standards (Downtown zones); Section 17.32.030 Development Standards	Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId= Planning Application: https://www.cityofwoodland.gov/DocumentCenter/View/3715/Planning-Submittal-Requirements-Complete-Packet WRTP EIR: https://www.cityofwoodland.gov/DocumentCenter/View/9672/WRTP-Specific-Plan-Final-EIR General Plan EIR: https://www.cityofwoodland.gov/DocumentCenter/View/1175/2035-General-Plan-and-Climate-Action-Plan-Final-Environmental	1			1

			(Mixed Use zones) Planning Application Form WRTP EIR GP EIR	-Impact-Report-PDF				
2H	Absence of subjective development and design standards. Established objective development and design standards. The recently adopted (June 2024) comprehensive zoning code update establishes clear and concise objective design standards and development regulations for all development types, including residential and residential mixed-use product types. This allows for by-right or staff level review of most residential projects in a streamlined and efficient manner.	E	Zoning Code Chapter 17.56 Building and Site Design Standards; Section 17.24.030 Development Standards (Residential zones); Section 17.28.030 Development Standards (Downtown zones); Section 17.32.030 Development Standards (Mixed Use zones)	Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId=	1			1

2I	In 2018, the city created a new Community and Business Development Liaison position to provide a single point of contact for project applicants as they navigate the entitlement and permitting process. The liaison coordinates project review and permitting across multiple city departments including Building, Planning, Development Engineering, Environmental Operations and Services, Police and Fire, from initial application to project development completion/Certificate of Occupancy. The role of the liaison, which is now expanded to oversee senior level Planning Division staff, is to help streamline the development review and entitlement process through the coordination and facilitation of meetings and communication between multiple city divisions and the project applicant, and to work with the applicant to clarify and efficiently resolve any issues that may arise. The liaison supports both residential and commercial/mixed use development types.	E	City Website Business Resources and Planning Pages	Business Resources Page: https://www.cityofwoodland.gov/402/Business-Resources Planning Page: https://www.cityofwoodland.gov/544/Planning	1			1

3A	Reduced and/or scaled fees for infill housing. The city has an adopted policy which sets the development impact fees for residential units up to a lessor multi-family rate (approximately $20,000 less per unit) for multiple units on one lot. Specifically, the impact fees are charged as follows – For single-family dwelling (SFD) units: • For units 1,201 square feet and larger, the City will charge the Single Family rate. • For units 701 square feet to 1,200 square feet, the City shall charge the Multi-Family rate. • For units 700 square feet and less, the City shall charge 80% of the small Multi-Family rate for the first unit and the small Multi-Family rate for any additional units smaller than 700 square feet. For multi-family dwelling (MFD) units: Projects with more than 8 units per acre shall be subject to development fees on a per dwelling unit basis at the multi-family rate. Multifamily dwelling units that are larger	E	Administrative guidelines Section III. A. 2 Main Street Reinvestment StoryMap (Cleveland Suites & Downtown Suites) Development Projects Page (Heritage Remainder ("Ruby Estates"))	Electronic copy in Appendix 5 "May 2022 Administrative Guidelines" Main Street Reinvestment Story Map (Cleveland Suites & Downtown Suites) https://gis.cityofwoodland.org/portal/apps/storymaps/stories/e35e776113b140858d5f192a0b63b27c Development Projects Page (Heritage Remainder ("Ruby Estates")) https://www.cityofwoodland.gov/1021/Development-Projects	3	1	2	5

	than 1,500 square feet have a similar impact as a single family residence and, therefore, shall pay the Single Family rate. Project examples that used reduced fees include: • Cleveland Suites (16 units, 8 units completed in early 2023, 8 units in progress), MFD • Downtown Suites (14 units complete in Fall 2020), MFD • Heritage Remainder (”Ruby Estates”) (87 units in progress), SFD Category 3A is further enhanced through enhancement factor 1 because the reduced/scaled fees encourage higher density development with smaller unit sizes leading to more housing opportunities. This represents one element of a unified, multi-faceted strategy that promotes multiple planning objectives, including land-use efficiency and housing affordability to Lower-Income households.							

3B	The City has a dedicated ADU/JADU staff filled by our Junior Planner position, and a dedicated ADU webpage that includes a step-by-step guide on ADU/JADU requirements. The ADU webpage includes contact information for the general planning hotline which the staff ADU expert monitors and responds to ADU/JADU requests accordingly. Additionally, the staff ADU expert is available for consultation in-person at City Hall. In accordance with AB 1332, by January 1, 2025, we will have a pre-approval program for ADUs. There will be a dedicated webpage that instructs designers on how to apply for preapproval and instructs residents on how to apply for permits using preapproved plans once they are available. Preapproved plans will be shared with the public on the city's ADU webpage. These policies reduce barriers for ADU construction, thus increasing the number of ADUs and overall housing supply throughout the City.	P	City ADU Webpage	ADU Webpage: https://www.cityofwoodland.gov/1374/Accessory-Dwelling-Unit-ADU	2			2

3C	Fee deferral program allows developers to defer a portion of their development impact fees to Certificate of Occupancy by-right, reducing barriers to housing development. Project examples that used the fee deferral program: • Downtown Suites (14 Units, complete in Fall 2020) • Cleveland Suites (16 units, 8 units complete, 8 units in progress) • Vista Del Robles (72 units complete 4/18/24) Category 3C is further enhanced through enhancement factor 8 as the fee deferral program provides financial support to housing developers by reducing upfront project costs which incentivizes residential development and expands housing opportunities. Therefore, this program represents a policy that involves meaningful actions towards Affirmatively Furthering Fair Housing (AFFH).	E	Fee Deferral Program Guidelines Main Street Reinvestment Story Map (Cleveland Suites, Downtown Suites, & Vista Del Robles) Development Projects Page (Vista Del Robles)	Fee Deferral Program Guidelines: https://cityofwoodland.gov/DocumentCenter/View/907/Development-Impact-Fee-Deferral-Program-Guidelines-PDF Main Street Reinvestment Story Map (Cleveland Suites, Downtown Suites & Vista Del Robles) https://gis.cityofwoodland.org/portal/apps/storymaps/stories/e35e776113b140858d5f192a0b63b27c Development Projects Page (Vista Del Robles) https://www.cityofwoodland.gov/1021/Development-Projects	1	8	1	2

3D	Accelerating innovative housing production through promoting small lot subdivision in zoning code; partnering on 61-unit manufactured home permanent supportive housing community, the East Beamer Neighborhood Campus. These 61 modular units were fabricated locally in Woodland and come fully furnished to help vulnerable folks get on their feet, thus serving as a project example that accelerates housing production for vulnerable populations. Category 3D is further enhanced by enhancement factor 7 as the East Beamer Neighborhood Campus (1901 East Beamer St., Woodland, CA) is in a High Resource TCAC Opportunity Zone and creates housing choices and affordability for Lower-Income Households. Furthermore, small lot subdivision zoning is allowed in all residential zones in Woodland, including High Resource TCAC/HCD opportunity zones thus providing additional	E	Zoning code East Beamer Neighborhood Campus Project (Permanent Supportive Housing) East Beamer Campus Project Location on TCAC/HCD Opportunity Map	Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId= East Beamer Neighborhood Campus: https://www.cityofwoodland.gov/1248/East-Beamer-Campus East Beamer Campus Project Location on CTCAC/HCD Opportunity Map Screenshot in Appendix 5	1	7	1	2

	housing choices through more flexible development standards and minimum lot size reductions which achieves affordability for Lower-Income Households.							

3E	Measures that reduce costs for transportation-related infrastructure or programs that encourage active modes of transportation or other alternatives to automobiles. Examples include partnering on point-to-point microtransit program, BeeLine, constructing new Bike and Pedestrian Overcrossing. Creation and promotion of Woodland Bike Loop to promote safe and active transit. Parklet grant program and permitting to allow for increased bike parking downtown. Category 3E is further enhanced through enhancement factor 1 because BeeLine provides equitable public transit access to every residential area in Woodland and the mentioned infrastructure investments promote active transit, elevating Strategy T/LU-5 in Woodland's Climate Action Plan. Thus, these measures represent one element of a unified, multi-faceted strategy to	E	BeeLine Project Page Bike and Pedestrian Overcrossing Project Page Woodland Bike Loop Parklet Grant Program Project Page Woodland's Climate Action Plan Strategy T/LU-5: Increased Mass Transit Use, Walking, and Bicycling (page 4B-6)	BeeLine: https://yolobus.com/beeline/ Bike and Pedestrian Overcrossing: https://www.cityofwoodland.gov/245/CIP-17-22-Sports-Park-Pedestrian-Overcro Woodland Bike Loop: https://geoportal-cityofwoodland.hub.arcgis.com/apps/87e10fa064ae44beab7b06cf18faeef4 Parklet Grant Program: https://www.cityofwoodland.gov/1271/Citywide-Parklet-Permit-Grant Woodland's Climate Action Plan: https://www.cityofwoodland.gov/444/Climate-Action-Plan	1	1	2	3

	promote multiple planning objectives, including access to public transportation and climate change solutions.							
3F	Adoption of universal design requirements as part of comprehensive zoning code update (adopted June 2024), compliant with Health and Safety Code section 17959. Category 3F is further enhanced through enhancement factor 8 because universal design requirements create housing opportunities for those with disabilities fostering inclusive communities. Specifically, in any residential project with at least 10 dwelling units, 10% of units must adhere to the principles of universal design. Therefore, this updated zoning code policy (Section 17.56.010.G) involves meaningful actions towards Affirmatively Furthering Fair Housing.	E	Zoning code Section 17.56.010.G Universal Design	Zoning Code: https://www.cityofwoodland.gov/DocumentCenter/View/11351/FINAL-COMBINED-CODE-61024?bidId=	1	8	1	2

4I	Regular use of affordable housing in-lieu fees fund to support the development of housing affordable to Lower-Income households. These funds are generated primarily through affordable housing in-lieu fees paid by new housing developments and are restricted for use in creating or preserving affordable housing within Woodland. As of November 2024, the status of the City's housing related funds is as follows: • Spring Lake Off-Site Affordable Housing Fees Fund (1321): \$478,814.60 (For development of lower income units up to moderate income) • Affordable Housing In-Lieu Fees Fund (1327): When the West Main and Ashley Land Purchase	E	Annual Housing Progress Report – May 21, 2024 Development Projects Page (Vista Del Robles) Freeman Garden Court Loan Agreement Staff Reports – April 2, 2024 & July 16, 2024 West Main and Ashley Purchase and Sale Agreement Staff Report – September 17, 2024	Annual Housing Progress Report Staff Report: https://woodlandca.portal.civicclerk.com/event/2061/files/report/4986 Development Projects Page (Vista Del Robles) https://www.cityofwoodland.gov/1021/Development-Projects Freeman Garden Court Loan Agreement Staff Report: https://woodlandca.portal.civicclerk.com/event/2048/files/report/4916 Freeman Garden Court Loan Amendment Staff Report: https://woodlandca.portal.civicclerk.com/event/2063/files/report/5061	1			1

	is finalized, the fund would have a remaining uncommitted balance of $2,262,647 (For development of lower income units) Project examples that have been funded through the affordable housing in-lieu fees fund include: • Vista Del Robles Phase 1, $500,000 loan (72 affordable units) • Freeman Garden Court Project, $450,000 amortized loan and a $450,000 deferred-payment loan to support the Freeman Garden Court Project (12 affordable units serving households earning between 30-50% of the Yolo County			West Main and Ashley Purchase and Sale Agreement Staff Report: https://woodlandca.portal.civicclerk.com/event/2065/files/report/5165				

	area median income – qualified tenants will be required to pay 30% of their monthly income towards monthly rent and the 12 HUD approved project-based vouchers will cover the remaining balance of monthly rent) • West Main Street and Ashley Avenue land purchase, $2,300,000 (will preserve land for the City to issue a competitive RFP to develop up to 96 affordable housing units on the parcel)							
TOTAL					31		14	45

Sample Project Proposal Scoring Sheet

Note: This is a Sample Project Proposal Scoring Sheet; an actual submission may include more specificity when an applicant completes the "Concise Written Description of Prohousing Policy."

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents **or** Indicate that Electronic Copies are Attached as **Appendix 5**	Points	Enhancement Category Number	Enhancement Points	Total Points
1B	Permitted missing middle housing uses by allowing duplexes and triplexes by right in existing low-density, single-family residential zones beyond what is required by SB 9.	E	Zoning code	Electronic copy attached	3	6	1	4
1C	Sufficient sites to accommodate 131 percent of the current RHNA with rezoning by total or income category.	P	Resolution	Electronic copy attached	2	1	2	4
1D	Density bonus program exceeds statutory requirements by 12 percent.	E	Zoning code	Electronic copy attached	2			2
1F	Eliminated parking requirements for residential development as authorized by Government Code section 65852.2.	E	Zoning code	Electronic copy attached	2			2
1G	Zoning that that is designed to increase affordable housing for a range of types and for extremely low-income households.	E	Zoning code	Electronic copy attached	1	1	2	3
1H	Modified development standards/other applicable zoning provisions to allow for	E	Zoning code	Electronic copy attached	1	1	2	3

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents **or** Indicate that Electronic Copies are Attached as **Appendix 5**	Points	Enhancement Category Number	Enhancement Points	Total Points
	residential uses in non-residential zones (light industrial).							
1L	Other zoning and land use actions that measurably support the Acceleration of Housing Production.	P	Resolution	Electronic copy attached	1			1
2B	Streamlined program-level CEQA analysis and certification of general plans, community plans, specific plans with accompanying Environmental Impact Reports (EIR), and related documents.	E	Zoning code	Electronic copy attached	2			2
2G	Consolidated permit processes that minimize the levels of review and approval required for projects.	E	Zoning code	Electronic copy attached	1			1
2I	Established a one-stop-shop permitting process.	P	Resolution	Electronic copy attached	1	1	2	3
2N	Other actions that quantifiably decrease production timeframes.	E	Zoning code	Electronic copy attached	1			1
3A	Waiver of residential development impact fees.	E	Zoning code	Electronic copy attached	3			3
3B	Adopted policies that result in less restrictive	P	Resolution	Electronic copy attached	2	1	2	4

Category Number	Concise Written Description of Prohousing Policy	Enacted or Proposed	Documentation Type (e.g., resolution, zoning code)	Insert Web Links to Documents **or** Indicate that Electronic Copies are Attached as **Appendix 5**	Points	Enhancement Category Number	Enhancement Points	Total Points
	requirements than Government Code sections 65852.2 and 65852.22.							
3E	Measures that reduce costs for transportation-related infrastructure.	E	Zoning code	Electronic copy attached	1			1
3I	Other actions that quantifiably reduce construction or development costs.	E	Zoning code	Electronic copy attached	1			1
4A	Local housing trust funds.	E	Zoning code	Electronic copy attached	2			2
4C	Regular use of funding for preserving assisted units at-risk of conversion to market-rate uses.	E	Zoning code	Electronic copy attached	2	2	1	3
4E	Establishes a program that complies with the Surplus Land Act and offers below-market land leases for affordable housing.	E	Zoning code		2			2
4G	Prioritization of local general funds for affordable housing.	E	Zoning code		2			2
4M	Other actions that leverage financial resources for housing.	E	Zoning code		1			1
TOTAL					33		12	45

Appendix 4: Examples of Prohousing Policies with Enhancement Factors

If a Prohousing Policy incorporates any of the enhancement factors specified in the Project Proposal Enhancement Factors chart, it will receive extra points as indicated therein. Examples of such qualifying Prohousing Policies include the following:

Category 1: Favorable Zoning and Land Use

- Rezoning sufficient sites to accommodate 150 percent or greater of the Regional Housing Needs Allocation by total or income category, including sites in Location Efficient Communities.
- Rezoning sufficient sites to accommodate 150 percent or greater of the Regional Housing Needs Allocation by total or income category, including sites in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Rezoning to accommodate 125 to 149 percent of the Regional Housing Needs Allocation in downtown commercial corridors or other infill locations.
- Expanding density bonus programs to exceed statutory requirements by 10 percent or more in Location Efficient Communities.
- Reducing or eliminating parking requirements for residential development as authorized by Government Code section 65852.2 in Location Efficient Communities.
- Increasing allowable density in low-density, single-family residential areas beyond the requirements of state Accessory Dwelling Unit Law in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Modification of development standards and other applicable zoning provisions to promote greater development intensity in downtown commercial corridors or other infill locations.
- Coupling rezoning actions with policies that go beyond state law requirements in reducing displacement of lower-income households and conserving existing housing stock that is affordable to lower-income households.

Category 2: Acceleration of Housing Production Timeframes

- Ministerial approval processes for multifamily housing in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Streamlined, program-level CEQA analysis and certification of specific plans in Location Efficient Communities.
- Documented practice of streamlining housing development at the project level in downtown commercial corridors and other infill locations.
- Expedited permit processing for housing affordable to lower-income households in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).

Category 3: Reduction of Construction and Development Costs

- Fee waivers for affordable housing in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).

- Fee waivers or reductions for higher density housing in downtown commercial corridors or other infill locations.
- Measures that reduce costs and leverage financial resources for transportation-related infrastructure or programs in Low Resource and High Segregation & Poverty areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Adoption of universal design ordinances to increase housing choices and affordability for persons with disabilities in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Permitting innovative housing types, such as manufactured homes, recreational vehicles or park models, in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).

Category 4: Providing Financial Subsidies

- Targeting local housing trust funds to acquisition or rehabilitation of existing affordable units, or to affordable units at risk of converting to market rate uses, in Low Resource and High Segregation & Poverty areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Marketing grants and other financial products for ADUs/JADUs in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Utilizing publicly owned land for affordable housing in High Resource and Highest Resource areas (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Establishment of an Enhanced Infrastructure Financing District or similar local financing tool in a Low Resource or High Segregation & Poverty area (as designated in the most recently updated TCAC/HCD Opportunity Maps).
- Directing residual redevelopment funds or general funds to conservation or preservation of affordable housing in areas at high risk of displacement.

STATE OF CALIFORNIA - BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY GAVIN NEWSOM, *Governor*
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT
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Prohousing Designation: Encampment Template

Subchapter 6.6 Prohousing Designation Program requires applicants to confirm that its treatment of encampments on public property complies with and will continue to comply with the constitutional rights of persons experiencing homelessness. Please complete this form to demonstrate how the applicant has enacted best practices in their jurisdiction related to the treatment of unhoused individuals camping on public property, consistent with the United States Interagency Council on Homelessness' "7 Principles for Addressing Encampments" (June 17, 2022).

Name of Jurisdiction: City of Woodland

1.Was the Jurisdiction awarded Encampment Resolution Funding (ERF) Program funds (Yes/No)?

2.What is the Jurisdiction's role in the Coordinated Entry System (lead, support, etc.)? Max. 100 characters. If applicable, attach any supporting documents.

Woodland plays a supporting and coordinating role in collaboration with the County of Yolo, primarily as a point of contact and outreach to help vulnerable neighbors find the proper resource or direct them to the County-led Coordinated Entry System. The City's Homeless Outreach Street Team members (HOST), Homelessness Coordinator position, and Community Enhancement Specialist all regularly make direct contact with unhoused individuals and provide services such as contact information for various resources and occasionally transportation to the proper site.

3. Does the Jurisdiction receive a direct allocation of federal funds from HUD (Yes/No)? If so, indicate the type of federal funds, the award amount, and how the federal funds are being utilized to serve the homeless population. Also, attach the jurisdiction's consolidated plan. Max. 100 characters.

Type of federal funds: CDBG

Award amount: $475,086

How the federal funds are being utilized:

The City of Woodland is an entitlement grantee with a current fiscal year allocation of $475,086; a portion supports the E. Beamer Neighborhood Campus (1901 E. Beamer) which includes a 100-bed emergency shelter, 61-unit permanent supportive housing project, and roughly 45-bed residential substance use treatment center.

Each Jurisdiction's response to homelessness is based on the unique needs of the population they serve. Based on these efforts, the United States Interagency Council on Homelessness' 7 Principles for Addressing Encampments provides best practice guidance to support communities as they develop and implement a comprehensive response to encampments. Please provide a response on how the Jurisdiction meets each of the principles noted below. *Attach and reference any supporting documentation along with the page numbers accordingly.*

- Principle 1: Establish a Cross-Agency, Multi-Sector Response to Encampments (Describe how system partners work together. Attach communication and coordination plans. 350 characters max)

Woodland's collaborative framework involves City departments (Community Services, Community Development, Public Works, Police, & Fire), non-profits, law enforcement, and health services to holistically address needs. This multi-sector response ensures comprehensive solutions. See County Plan in Appendix 5 supporting documentation to learn more (page 12).

- Principle 2: Engage Encampment Residents to Develop Solutions (Describe street outreach efforts to engage with encampment residents to find alternative shelter, housing, and service options before an existing encampment is closed. 350 characters max)

The City's dedicated Homeless Outreach Street Team (HOST) and Community Enhancement Specialist involve encampment residents in discussions before any encampment "closure." HOST is a dedicated team of police officers and staff specially trained to interact with unhoused individuals and connect them to services; these staff members serve five days a week. The Community Enhancement Specialist is also specially trained and performs a five-day rotation through different locations and projects, often interacting with unhoused individuals. This engagement helps identify thoughtful interventions that are practical and sustainable. See HOST webpage and Community Enhancement press release in Appendix 5 supporting documentation for more information.

- Principle 3: Conduct Comprehensive and Coordinated Outreach (Describe multidisciplinary connection strategies and linkages to resources and permanent housing solutions. If applicable, describe how the jurisdiction uses the coordinated entry system to connect individuals to resources and permanent housing. 350 characters max)

Social workers, healthcare providers, and outreach specialists regularly visit encampments to offer services directly and build trust. Our Homeless Coordinator holds regular office hours at the East Beamer Neighborhood campus, which includes an emergency shelter, permanent supportive housing, and a residential substance use facility.

- Principle 4: Address Basic Needs and Provide Storage (Describe efforts to meet basic needs, health, safety, and access to storage for people experiencing unsheltered homelessness. 350 characters max)

The City provides essential services such as access to clean water, sanitation facilities, and safe storage options for personal belongings. Prior to impounding personal belongings, staff posts notice to vacate any site at least 48 hours prior to initiating removal with 1) description of the personal property; 2) location of the personal property; 3) date and time of notice, and 4) notification that the personal property is in violation of section 9.48.060 of the Woodland Municipal Code (linked in Appendix 5 supporting documentation) and will be impounded by the City if the property is not removed within the compliance period of the notice. After the notice period has expired, the personal property shall be deemed abandoned and may be impounded. Prior to impounding, the City will provide notice with the following information: 1) a general description of the stored personal property; 2) location of the stored personal property; 3) date and time the notice was placed; and 4) a statement that the stored personal property has been impounded by the City and the process to re-claim. Personal property will be stored by the City for 90 days. These measures help maintain dignity and reduce the reluctance of individuals to move to shelters due to fear of losing their possessions.

- Principle 5: Ensure Access to Shelter or Housing Options (Include a list of shelter or housing options, such as transitional housing, permanent supportive housing, emergency shelters, etc., within the jurisdiction and/or accessible within nearby communities. Also, indicate the shelter/housing name, address, target population and funding sources applied towards the development(s).)

Shelter/Housing Name	Type of Housing	Address	Target Population	Funding Source
East Beamer Campus - Shelter	Emergency Shelter	1901 E. Beamer	All unhoused	Homekey; County of Yolo; City of Woodland; Corporate and private philanthropy
East Beamer Campus – "Tiny Homes"	Permanent Supportive Housing	1901 E. Beamer	Most placements are made through the Yolo County Coordinated Entry System	Homekey; County of Yolo; City of Woodland; Corporate and private philanthropy
East Beamer Campus – "Walter's House"	Residential substance use disorder treatment facility	1901 E. Beamer (beginning December 2024)	Substance-involved vulnerable individuals	County of Yolo; City of Woodland; Corporate and private philanthropy; state formula funding
My Sister's House	Shelter and services for survivors of sexual assault, domestic violence, human trafficking	Not shared publicly.	Asian and Pacific Islander survivors of sexual assault, domestic violence, human trafficking	State and County grants; philanthropy
Empower Yolo	Emergency shelter for adults and children escaping domestic violence, sexual abuse, or human trafficking	Not shared publicly.	Adults and children escaping domestic violence, sexual abuse, or human trafficking	State, County; philanthropy

- Principle 6: Develop Pathways to Permanent Housing and Supports (Describe Housing First strategies emphasizing low barriers, a harm-reduction model, and services to support people obtaining permanent housing more efficiently. Identify efforts to align federal, state, and local funding/programs to provide clear pathways to permanent housing. 350 characters max)

The City, which formally adopted a "Housing First" model in 2017, focuses on creating clear pathways to permanent housing, supplemented with supportive services such as job training, substance abuse treatment, and mental health care, including acting as an active partner and funder of the multifaceted East Beamer facility mentioned above. In addition, the City-funded staff positions mentioned above help direct folks to the proper resources and County Coordinated Entry System, which is the key assessment for unhoused folks to obtain housing at facilities such as the permanent supportive units at E. Beamer.

- Principle 7: Create a Plan for What Will Happen to Encampment Sites After Closure (Describe plans for former encampment spaces. Include efforts to emphasize safety, accessibility, and inclusivity that improve infrastructure. Example: Communities can include curb cuts to increase mobility access and enhanced lighting to encourage safety. 350 characters max)

The City helps encampment residents find safer and healthier living situations while investing in infrastructure (public lighting, landscaping, etc.) to enhance public spaces, led by our dedicated Community Enhancement Specialist. This staff position is specifically trained in landscape maintenance, general infrastructure, and the disposal and handling of hazardous materials. Part of the mission of this full-time position, which is not specific to homelessness but also extends to clean up, parks, community relations, and more, is to make unsafe locations less appealing for habitation and to direct unhoused folks away from more sensitive neighborhood locations. Staff also works with affected business owners and residents to develop plans to deter unsafe encampments. These strategies prevent the recurrence of encampments, promotes better use of urban space, and ultimately encourages unhoused folks to benefit from available services and housing opportunities.

Woodland Daily Democrat
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WOODLAND, CITY OF - LEGALS
ATTN: ACCOUNTS PAYABLE
300 FIRST ST
WOODLAND, CA 95695

PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
COUNTY OF YOLO

FILE NO. 24-36

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above-entitled matter. I am the Legal Advertising Clerk of the printer and publisher of The Daily Democrat, a newspaper published in the English language in the City of Woodland, County of Yolo, State of California.

I declare that the Daily Democrat is a newspaper of general circulation as defined by the laws of the State of California as determined by this court's order dated June 30, 1952 in the action entitled In the Matter of the Ascertainment and Establishment of the Standing of The Daily Democrat as a Newspaper of General Circulation, Case Number 12659. Said order states "The Daily Democrat" has been established, printed and published in the City of Woodland, County of Yolo, State of California; That it is a newspaper published daily for the dissemination of local and telegraphic news and intelligence of general character and has a bona fide subscription list of paying subscribers; and...THEREFORE, IT IS ORDERED, ADJUDGED AND DECREED:...That "The Daily Democrat" is a newspaper of general circulation for the City of Woodland, County of Yolo, California. Said order has not been revoked.

I declare that this notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

11/12/2024

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Woodland, California, this
12th day of November 2024

(Signature) Melanie Irmer

Legal No. **0006863195**

CITY OF WOODLAND NOTICE OF PUBLIC HEARING

NOTICE IS GIVEN HEREWITH that the City Council of the City of Woodland, as its regularly scheduled meeting to be held on **Tuesday, November 19, 2024 at 6:00 PM**, or as soon thereafter as the matter may be heard, in the City Council Chambers, 300 First Street, City Hall, Woodland, CA will hold the following public hearing:

City of Woodland Prohousing Application - Hold a public hearing to receive testimony regarding the City of Woodland's intention to apply to the California Housing and Community Development Department's Prohousing Designation Program.

In addition to live in person public comment, members of the public may submit their comments prior to 4:00 PM via 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.

Pursuant to section 65009 (b) (2), the State Government Code "If you challenge any of the above projects in court, you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice or in written correspondence delivered to the City Council at, or prior to, this public hearing". Failure of any person to receive the notice shall not constitute grounds for any court to invalidate the action of the legislative body for which the notice was given.

If you have any questions regarding this notice, please contact Sarah Lansburgh City Clerk at (530) 661-5806 or email at sarah.lansburgh@cityofwoodland.gov.

Dated: November 12, 2024
Sarah Lansburgh, CMC, City Clerk

CITY OF WOODLAND CALIFORNIA

TO:	THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA:	City Council Regular Meeting
DATE:	November 19, 2024
ITEM #:	H.10
SUBJECT:	Proposed Revisions to the Construction and Demolition Debris Recycling Ordinance

Recommendation for Action: Staff recommends the City Council introduce and waive first reading of an Ordinance to amend Chapter 13.40 of Title 13 of the Woodland Municipal Code relating to Construction and Demolition Debris Recycling and Diversion.

Staff Contact:
Rosie Ledesma, Environmental Resources Program Manager, (530) 661-2059, rosie.ledesma@cityofwoodland.gov

Fiscal Impact:
There is no General Fund impact.

Background:
Assembly Bill 939 set requirements for every jurisdiction in California to divert at least 50% of all waste generated from landfills or face fines of up to $10,000 per day. To help the City increase recycling rates and comply with AB 939, the City adopted a Construction and Demolition (C&D) Debris Recycling Ordinance in 2006. This ordinance was updated in 2016 to align with the California Green Building Standards Code (CALGreen), introducing additional guidelines for C&D debris recycling and waste handling. This change increased the number of applicable projects subject to diversion requirements and raised the required landfill diversion rate of debris generated from C&D projects to 65%.

A 2008 waste characterization study conducted by the California Department of Resources Recycling and Recovery (CalRecycle) found that 29% of California's total waste consisted of C&D materials, despite many of these materials, such as lumber, sheetrock, and concrete, being recyclable. Decomposition of waste in landfills, especially organic waste such as wood, is one of the largest contributors to greenhouse gas (GHG) emissions in California. Efforts to reduce these GHG emissions are essential to addressing the impact of climate change on human health and the environment.

Discussion:
Since the adoption of the C&D Ordinance in 2006, a refundable $1,000 deposit has been required for each project regardless of their size or value, meaning the same deposit amount was required for a residential garage conversion as it was to build a large retail store. The deposit was intended to encourage compliance with the 65% C&D diversion requirement and the amount of the deposit returned at the end of the project depends on the level of compliance with C&D diversion requirements. The deposit was also capped at $3,000 per builder or contractor with multiple projects, which meant new developments were subject to a $3,000 deposit for an entire subdivision.

In recent years, stricter contamination rules, program oversight challenges, and hauler service issues have led to an unprecedented number of non-compliant projects that have failed to meet the 65% diversion requirement and have not had their deposits returned. This has decreased the City's overall C&D diversion rate from 85% in 2017 to 72% in 2023, and impacted the City's ability to meet the 50%

diversion requirement for all waste set by AB 939.

To address these challenges, staff proposes revising the C&D Ordinance to increase equity within the deposit system, encourage the use of deconstruction where demolition is involved, clarify procedures for the City's C&D program, and ultimately increase the ordinance's efficacy. Under the proposed changes, the deposit will be calculated at 3% of a project's valuation, with a minimum of $500 and a maximum of $15,000. This revision lowers costs for smaller projects while increasing accountability for larger ones. For permit holders whose projects were previously non-compliant, their deposit increases to 5% of a project's valuation or a maximum of $25,000 for the next 5 projects.

Other changes include clarifying definitions and language around project site responsibilities, specifying who can complete required forms, and establishing clear reporting guidelines and consequences for end-of-project reporting. It also allows the City to request additional proof of diversion midway through the project if staff finds a lack of diversion efforts during inspections.

In addition to the changes to the C&D ordinance, the City of Woodland has contracted with Green Halo, a software service specializing in C&D waste tracking and reporting, to reduce administrative burdens on staff and allow for more hands-on assistance to contractors. Staff is also updating current educational materials to provide greater clarity and informational resources.

Conclusion:
Staff recommends the City Council introduce and waive the first reading of an Ordinance of the City Council of the City of Woodland, California, to amend Chapter 13.40 of Title 13 of the Woodland Municipal Code relating to Construction and Demolition Debris Recycling and Diversion.

Prepared by: Emily Jackson, Conservation Coordinator

Prepared by: Rosie Ledesma, Environmental Resources Program Manager

Ken Hiatt
City Manager

Attachments:
1. Proposed Ordinance - Revision to C&D Ch 13.40
2. Redline Version - Chapter 13.40 Existing Code and proposed changes to Woodland C&D Ordinance (2024)

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WOODLAND AMENDING CHAPTER 13.40 OF TITLE 13 OF THE WOODLAND MUNICIPAL CODE RELATING TO CONSTRUCTION AND DEMOLITION DEBRIS RECYCLING AND DIVERSION

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

WHEREAS, the California Green Building Standards Code (California Code of Regulations, Title 24, Part 11) requires all jurisdictions within California to recycle or reuse sixty-five percent (65%) of nonhazardous construction and demolition waste for applicable residential and non-residential projects; and

WHEREAS, the City Council desires to amend Chapter 13.40 of the Woodland Municipal Code relating to construction and demolition debris recycling and diversion to increase the amount of construction and demolition debris diverted from landfills; and

WHEREAS, the City desires to increase the deposit amount an applicant for a building or demolition project (herein referred to as a "Permit Holder") must place prior to receiving the permit to encourage Permit Holders to recycle and divert as much construction and demolition debris as possible in order to receive their deposit back; and

WHEREAS, the City desires to encourage deconstruction of existing structures to increase diversion efforts; and

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

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Woodland does ordain as follows:

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

SECTION 2. Amendments to Chapter 13.40. Chapter 13.40 of Title 13 of the Woodland Municipal Code is hereby is hereby amended as provided in Exhibit "A", attached hereto and incorporated herein by reference.

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

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

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

INTRODUCED AND FIRST READ at a regular meeting of the City Council of the City of the City of Woodland, California on the 19th day of November, 2024, and **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Woodland at a regular meeting held on the _________, 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tania Garcia-Cadena, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney

EXHIBIT A

Chapter 13.40

Chapter 13.40. CONSTRUCTION AND DEMOLITION DEBRIS RECYCLING AND DIVERSION

13.40.010 Definitions.

Unless otherwise indicated, the following definitions shall apply to all provisions of this chapter:

"Administrative fee" means a non-refundable fee submitted by the Permit Holder to the City as described in Section 13.40.070. This fee shall be deposited in the City's solid waste fund to cover costs associated with this chapter.

"Compliance official" means the staff person(s) designated by the City Manager authorized and responsible for implementing this chapter.

"Construction" means the building of any facility or structure or any portion thereof, including any tenant improvements, to an existing facility or structure.

"Construction and demolition debris" means discarded materials generally not considered water soluble and non-hazardous in nature resulting from construction or destruction of a structure as part of a construction or demolition project or from the renovation of a structure and/or landscaping, including, but not limited to:

1. Masonry building materials including all products generally used in construction including, but not limited to, asphalt, concrete, rock, stone, mortar, and brick;
2. Wood materials including any and all dimensional lumber, fencing or construction wood that is not chemically treated, creosoted, contaminated, or painted;
3. Metals including all metal scrap such as, but not limited to, pipes, siding, window frames, door frames, and fences;
4. Clean cardboard, paper, plastic, wood, and metal scraps from any construction project;
5. Other non-hazardous wastes that are generated at construction or demolition projects provided such amounts are consistent with best management practices of the industry.

"Demolition" means the decimating, razing, tearing down or wrecking of any facility, structure, pavement or building, whether in whole or in part, whether interior or exterior.

"Deconstruction" means the systematic and careful dismantling of a structure, typically in the opposite order it was constructed, in order to maximize the salvage of materials and parts for reuse and recycling.

"Deposit" means a cash dollar amount provided to the City at the time of submitting the Waste Reduction and Recycling (WRR) Plan or permit issuance. Refunds of the deposit (without interest) are dependent on the level of compliance with this chapter as described in Section 13.40.090.

Forfeited deposits shall be deposited in the City's solid waste fund and will be used to implement the City's recycling program.

"Divert" means to use material for any purpose other than disposal in a landfill.

"Excavated soil and land clearing debris" means soils, trees, stumps, rocks and associated vegetation resulting primarily from land clearing.

"Permit Holder" means the Property Owners (including Corporations), California Licensed Contractors, and Agents of either Owners or Contractors who are allowed to be issued a permit per California Health and Safety Code sections 19825 and 19826, that applies to the City for the applicable permits to undertake any construction or demolition project within the City.

"Project" shall have the meaning set forth in Section 13.40.020 of this chapter.

"Project site" means a lot or parcel where demolition, construction, addition, or alteration is proposed. In the case of a residential subdivision under construction, "project site" means the parcels proposed for development in a particular phase by a homebuilder.

"Proof of diversion" means all weight slips for any self-hauled trash and recycling loads and materials donated for reuse and/or a diversion report from the franchised hauler, as applicable.

"Recycling" means the process of collecting, sorting, cleansing, treating, and reconstituting materials that would otherwise become solid waste, and returning them to the economic mainstream in the form of raw material for new, reused, or reconstituted products which meet the quality standards necessary to be used in the marketplace.

"Renovation" means any change, addition, or modification in an existing structure.

"Reuse" means further or repeated use of construction or demolition debris, including salvageable materials such as wallboard, doors, windows, fixtures, toilets, sinks, bath tubs, and appliances.

"Self-haul" means a waste generator transporting its own waste and/or recyclable materials rather than contracting with an authorized contractor or an alternative recycler for that service.

"Universal waste" means electronic devices, batteries, electric lamps, mercury-containing equipment, cathode ray tubes (CRTs), CRT glass, non-empty aerosol cans and other items or materials categorized as universal waste by the California Department of Toxic Substances Control.

"Waste Reduction and Recycling Plan" or "WRR Plan" means a completed City-provided form submitted before the issuance of a building and/or demolition permit, approved by the compliance official for the purpose of compliance with this chapter.

"Waste Reduction and Recycling Report" or "WRR Report" means a completed City-provided form submitted upon request or after demolition or construction, as a precedent to final inspection and issuance of any certificate of occupancy, approved by the compliance official for the purpose of compliance with this chapter.

13.40.020 Applicability of chapter.

Projects subject to the requirements of this chapter include any project which consists of one or more of the following, unless exempted as specified in Section 13.40.030:

A. Demolition of a building or structure, or a portion thereof, whenever a building permit is required;
B. Construction of a new commercial, industrial, or institutional building or structure whenever a building permit is required;
C. Construction of a new residential building or structure whenever a building permit is required;
D. Addition or alteration of a commercial, industrial, or institutional building or structure whenever a building permit is required;
E. Addition or alteration of existing residential buildings or structures where the addition or alteration increases the building's conditioned area, volume, or size.

13.40.030 Exemptions.

The following projects shall not be subject to the provisions of this chapter:

A. Addition or alteration of residential buildings where the addition or alteration does not increase the building's conditioned area, volume or size;
B. Addition or alteration of a commercial, industrial, or institutional building if a building permit is not required for work;
C. Emergency work (demolition, construction, addition, or alteration performed in conjunction with an emergency or a building/structure deemed substandard by the California Building Code through the Chief Building Official);
D. A project contaminated by hazardous substances or waste as defined by State or Federal law;
E. Residential projects three stories or less that generate or are anticipated to generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed 3.4 pounds per square foot of the building area, provided that Permit Holders shall retain information documenting eligibility for this exemption for a period of three years which shall be provided to the City upon request;
F. Residential projects four stories or more or nonresidential projects that generate or are anticipated to generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed two pounds per square foot of the building area, provided that Permit Holders shall retain information documenting eligibility for this exemption for a period of three years which shall be provided to the City upon request.

In addition to the exemptions listed above, the type and scope of projects exempt from the provisions of this chapter are subject to change based on the requirements of the current California Green Building Standards Code.

13.40.040 Diversion requirements.

A. Sixty-five percent (or current C&D diversion requirement set forth in the California Green Building Standards Code, whichever is more stringent) of construction and demolition debris generated from every applicable project shall be diverted from landfills by using recycling, reuse, and diversion programs. Separate calculations and reports will be required for the construction and demolition portions of projects that involve both activities. The City's current C&D diversion requirement shall be specified on the WRR Plan, WRR Report, and the City website.

B. One hundred percent of excavated soil and land clearing debris generated from every applicable nonresidential construction, remodeling, or demolition project shall be diverted from going to landfills by using recycling, reuse, and diversion programs. However, excavated soil and land clearing debris shall not be reused if it is contaminated by disease or pest infestation. This diversion requirement shall extend to every applicable residential construction, remodeling, or demolition project if required by the California Green Building Standards Code.

C. Universal waste items present at every applicable construction, remodeling, or demolition project shall be disposed of properly and diverted from landfills. A list of prohibited universal waste items shall be included in the construction documents for the applicable project. The Permit Holder shall verify compliance with this subsection in its proof of diversion under Section 13.40.090.

13.40.050 Deconstruction.

In preparing the WRR Plan, Permit Holders for permits involving the demolition of all or part of an existing structure shall consider deconstruction, to the maximum extent feasible, and shall make the materials generated thereby available for salvage prior to being transported for disposal in a landfill or transformation facility.

13.40.060 Information required before issuance of building or demolition permit.

A. Submittal of WRR Plan. Every Permit Holder shall submit a WRR Plan completed by the person responsible for managing the waste and recycling for each project as provided by the City as a requirement of the building or demolition permit process. The plan shall be submitted as part of the building permit application packet. The WRR Plan can cover multiple building permits for projects that are occurring at the same time, by the same Permit Holder, on the same project site. Separate WRR Plans must be submitted for each batch of building permits requested. The Permit Holder must provide information on the form that identifies project information and materials to be recycled and/or disposed of and facilities or service providers to be used, whether construction and demolition debris will be sorted on-site (source-separated) or bulk mixed (single stream), methods to reduce the amount of construction and demolition debris generated, and whether the amount of construction and demolition debris will be calculated by weight or volume. The WRR Plan, administrative fee and deposit for each requested building or demolition permit must be submitted before the permit may be issued. Solid waste and construction and demolition debris can only be self-hauled or collected and transported by the City's franchise solid waste hauler as described in Sections 13.08.030, 13.08.040 and 13.36.030(A)(3).

B. Approval of WRR Plan. Notwithstanding any other provisions of this chapter, no building or demolition permit shall be issued for any project as defined in Section 13.40.020 unless and until the compliance official has approved the WRR Plan. The compliance official shall only approve a WRR Plan if he or she determines that it contains all of the information set forth in subsection A of this section. If the compliance official determines that all of the above conditions have been met, he or she shall mark the WRR Plan "approved," return a copy of the plan to the Permit Holder, and notify the Community Development Department that it has been approved.

C. Denial of WRR Plan. If the compliance official determines that the WRR Plan is incomplete, he or she shall return it to the Permit Holder marked "incomplete, further explanation required." The Permit Holder must then submit additional information before the WRR Plan can be reviewed and the building or demolition permit issued.

13.40.070 Administrative fee.

A non-refundable administrative fee will be charged for each building or demolition permit in an amount as may be established by City Council resolution to cover the cost for all City expenses incurred in administering this chapter.

13.40.080 Deposits.

Each Permit Holder for a covered project shall submit a deposit calculated at three percent of the estimated total project valuation. Permits without a valid estimated total project valuation shall submit a deposit calculated at $0.25 per square foot of the project area. The deposits shall be a minimum of $500 and not exceed $15,000 per covered project. Permits may not be issued until the deposit is paid. The terms of receiving a refund of the deposit are described in Section 13.40.100.

13.40.090 Compliance with diversion requirements.

A. Inspection Authority. During demolition or construction, the compliance official may inspect project sites to determine compliance with the WRR Plan. When the Permit Holder has received a determination of non-compliance or good faith effort to comply on previous projects subject to this chapter, or upon the City's request, the Permit Holder may be required to submit additional proof of diversion on a scheduled basis. The Permit Holder, if requested, must supply proof of diversion within five business days. Failure to comply with the WRR Plan or the submittal of requested proof of diversion during construction or demolition may be grounds for issuance of a "stop work" order and/or issuance of administrative citations. Each day that the Permit Holder fails to comply with the requirements of this section constitutes a separate offense.

B. WRR Report. Recyclables must be diverted from the landfill in order to meet the requirements of this chapter. WRR Reports are to be submitted after all construction debris are recycled or disposed of as a precedent to final inspection and certificate of occupancy. WRR Reports must include proof of diversion for the entirety of the project and all debris generated. The required paperwork for the WRR Report includes:
    1. Submittal of a completed City-provided WRR Report;
    2. Receipts from the vendor or facility which collected or received each material showing the actual weight or volume of that material (recyclables and solid waste). Each receipt must clearly state the project title and date. If the receipt provides information for multiple projects, the project titles and the amounts of material for each project must be clearly identified;

3. Weight slips, photos or proof of material salvaged or reused in current project with estimated tonnage and/or anticipated reuse. Each receipt or photo must clearly state the project title and date. If the receipt provides information for multiple projects, the project titles and the amounts of material for each project must be clearly identified;
4. Any additional information needed to support a determination of compliance or non-compliance.

If a project involves both demolition and construction, the report and documentation for the demolition project must be submitted and approved by the compliance official before issuance of a building permit for the construction project.

Permit Holders with expired permits will have 30 days to respond to requests regarding the status of their project. Failure to respond will deem the project non-compliant. A new WRR Plan and deposit will be required for reopened permits.

13.40.100 Compliance determination.

Determination of Compliance and Refund of Deposit. The compliance official shall review the end of project WRR Report within 30 calendar days and determine whether the Permit Holder has complied with the diversion requirement, as follows:

A. Full Compliance. The compliance official will notify the Permit Holder and Community Development Department if they determine that the diversion requirements have been met. The deposit shall be returned to the payee, without interest, through the original payment method within 30 calendar days of the compliance determination.
B. Good Faith Effort to Comply. If the compliance official determines that the diversion requirement has not been achieved, he or she shall determine on a case-by-case basis whether the Permit Holder has made a good faith effort to comply with this chapter. In making this determination, the compliance official shall consider the availability of markets for the construction debris landfilled, the size of the project, and the documented efforts of the Permit Holder to divert construction debris. The Permit Holder and Community Development Department will be notified if this determination is made. A partial (50%) refund of the deposit will be issued to Permit Holders receiving a “good faith effort to comply.” The partial refund will be issued within 30 calendar days of the compliance determination.
C. Noncompliance. If the compliance official determines that the Permit Holder has not made a good faith effort to comply with this chapter no refund will be issued. The deposit shall be forfeited entirely for failure to comply with the requirements of this chapter. Any deposit that is forfeited shall be deposited in the solid waste fund and will be used to implement the City’s recycling program. Permit Holders that have previously received a “noncompliance” determination will be required to post a deposit that is five percent of the total project cost for the Permit Holder’s next five consecutive projects (not to exceed $25,000.00 for each project) following the noncompliance determination. Upon the compliance official’s determination that the applicant has complied with this chapter for the five projects, the applicant shall not be required to comply with the five percent deposit provision (and will only be subject to the three percent deposit requirement in this Section 13.40.080), unless a new violation of this chapter has occurred.

Projects that have been constructed without an approved WRR Plan shall be deemed non-compliant and subject to a penalty equal to three percent of the estimated total project valuation. Permit Holders who have both previously constructed a project without an approved WRR Plan and previously received a determination of noncompliance shall be subject to a penalty equal to five percent of the estimated total project valuation. Funds received from penalties and fines shall be used to implement the City's recycling program and deposited in the solid waste fund.

13.40.110 Appeal.

Within 30 days of written notification of a determination of noncompliance or good faith effort to comply, the Permit Holder has the right to meet with the City Manager, and/or designee, to review the items cited in the written notice and provide any additional evidence to support compliance. Within 15 days of such meeting, the City Manager, and/or designee, will make a final, written determination of compliance based on the reviews of additional evidence, together with the original WRR Report and proof of diversion. The City Manager, and/or designee, will send a copy of the final, written determinations, including reasons for a noncompliance determination, if any, to the Permit Holder. The City Manager's decision is final.

13.40.120 Severability.

If any section, subsection, sentence, clause or phrase of this chapter is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this chapter. The City Council declares that it would have adopted this chapter, including every section, subsection, sentence, clause and phrase, irrespective of whether one or more sections, subsections, sentences, clauses or phrases is held invalid.

Chapter 13.40. CONSTRUCTION AND DEMOLITION DEBRIS RECYCLING AND DIVERSION

~~§ 13.40.010. Definitions.~~**13.40.010 Definitions.**

Unless otherwise indicated, the following definitions shall apply to all provisions of this chapter:

~~"Administrative fee"~~"Administrative fee" means a non-refundable fee submitted by the ~~applicant~~Permit Holder to the City as described in Section ~~**13.40.040**~~13.40.070. This fee shall be deposited in the ~~City's~~City's solid waste fund to cover costs associated with this chapter.

~~"Applicant" means any individual, firm, contractor, limited liability company, association, partnership, political subdivision, government agency, municipality, industry, public or private corporation, or any other entity whatsoever that applies to the City for the applicable permits to undertake any construction or demolition project within the City.~~
~~"Compliance official"~~"Compliance official" means the staff person(s) designated by the ~~Public Works Director~~City Manager authorized and responsible for implementing this chapter.

~~"Construction"~~"Construction" means the building of any facility or structure or any portion thereof, including any tenant improvements, to an existing facility or structure.

~~"Construction and demolition debris" means:~~
~~1. Discarded~~"Construction and demolition debris" means discarded materials generally not considered water soluble and non-hazardous in nature~~, including, but not limited to, steel, glass, brick, concrete, asphalt material, pipe, wallboard, roofing materials, and lumber from the~~ resulting from construction or destruction of a structure as part of a construction or demolition project or from the renovation of a structure and/or landscaping~~;~~, including, but not limited to:

1. Masonry building materials including all products generally used in construction including, but not limited to, asphalt, concrete, rock, stone, mortar, and brick;
2. Wood materials including any and all dimensional lumber, fencing or construction wood that is not chemically treated, creosoted, contaminated, or painted;
3. Metals including all metal scrap such as, but not limited to, pipes, siding, window frames, door frames, and fences;
4. ~~2.~~ Clean cardboard, paper, plastic, wood, and metal scraps from any construction project;
5. ~~3.~~ Other non-hazardous wastes that are generated at construction or demolition projects provided such amounts are consistent with best management practices of the industry.

~~"Demolition"~~"Demolition" means the decimating, razing, tearing down or wrecking of any facility, structure, pavement or building, whether in whole or in part, whether interior or exterior.

"Deconstruction" means the systematic and careful dismantling of a structure, typically in the opposite order it was constructed, in order to maximize the salvage of materials and parts for reuse and recycling.

~~"Deposit"~~"Deposit" means a cash dollar amount provided to the City at the time of submitting the ~~waste reduction and recycling plan~~Waste Reduction and Recycling (WRR) Plan or permit issuance. Refunds of the deposit (without interest) are dependent on the level of compliance with this chapter as described in Section ~~**13.40.080**~~13.40.090. Forfeited deposits shall be deposited in the ~~City's~~City's solid waste fund and will be used to implement the ~~City's~~City's recycling program.

~~"Designated recyclable and reusable materials" means and includes, but is not limited to:~~
~~1. Masonry building materials including all products generally used in construction including, but not limited to, asphalt, concrete, rock, stone, mortar, and brick;~~
~~2. Wood materials including any and all dimensional lumber, fencing or construction wood that is not chemically treated, creosoted, contaminated, or painted;~~
~~3. Metals including all metal scrap such as, but not limited to, pipes, siding, window frames, door frames, and fences;~~
~~4. Roofing materials, including wood shingles as well as asphalt, metal, stone and slate based roofing materials;~~
~~5. Salvageable materials including all salvageable materials and structures, including, but not limited to, wallboard, doors, windows, fixtures, toilets, sinks, bath tubs, and appliances.~~
~~"Divert"~~"Divert" means to use material for any purpose other than disposal in a landfill.

~~"Excavated soil and land clearing debris"~~"Excavated soil and land clearing debris" means soils, trees, stumps, rocks and associated vegetation resulting primarily from land clearing.

"Permit Holder" means the Property Owners (including Corporations), California Licensed Contractors, and Agents of either Owners or Contractors who are allowed to be issued a permit per California Health and Safety Code sections 19825 and 19826, that applies to the City for the applicable permits to undertake any construction or demolition project within the City.

~~"Project"~~"Project" shall have the meaning set forth in Section ~~**13.40.020**~~13.40.020 of this chapter.

~~"Project site"~~"Project site" means a lot or parcel where demolition, construction, addition, or alteration is proposed. In the case of a residential subdivision under construction, ~~"~~"project site~~"~~" means the parcels proposed for development in a particular phase by a homebuilder.

"Proof of diversion" means all weight slips for any self-hauled trash and recycling loads and materials donated for reuse and/or a diversion report from the franchised hauler, as applicable.

~~"Recycling"~~"Recycling" means the process of collecting, sorting, cleansing, treating, and reconstituting materials that would otherwise become solid waste, and returning them to the economic mainstream in the form of raw material for new, reused, or reconstituted products which meet the quality standards necessary to be used in the marketplace.

~~"Renovation"~~"Renovation" means any change, addition, or modification in an existing structure.

~~"Reuse"~~"Reuse" means further or repeated use of construction or demolition debris, including salvageable materials such as wallboard, doors, windows, fixtures, toilets, sinks, bath tubs, and appliances.

~~"Self-haul"~~"Self-haul" means a waste generator transporting its own waste and/or recyclable materials rather than contracting with an authorized contractor or an alternative recycler for that service.

~~"Universal waste"~~"Universal waste" means electronic devices, batteries, electric lamps, mercury-containing equipment, cathode ray tubes (CRTs), CRT glass, non-empty aerosol cans and other items or materials categorized as universal waste by the California Department of Toxic Substances Control.

~~"Waste reduction and recycling plan"~~"Waste Reduction and Recycling Plan" or "WRR Plan" means a completed City-provided form submitted before the issuance of a building and/or demolition permit, approved by the compliance official for the purpose of compliance with this chapter.

~~"Waste reduction and recycling report"~~"Waste Reduction and Recycling Report" or "WRR Report" means a completed City-provided form submitted ~~quarterly and~~upon request or after demolition or construction, as a precedent to final inspection and issuance of any certificate of occupancy, approved by the compliance official for the purpose of compliance with this chapter.

~~§ 13.40.020. Applicability of chapter.~~

13.40.020 Applicability of chapter.

Projects subject to the requirements of this chapter include any project which consists of one or more of the following, unless exempted as specified in Section ~~**13.40.030**~~13.40.030:

A. ~~A.~~ Demolition of a building or structure, or a portion thereof, whenever a building permit is required;
B. ~~B.~~ Construction of a new commercial, industrial, or institutional building or structure whenever a building permit is required;
C. ~~C.~~ Construction of a new residential building or structure whenever a building permit is required;
D. ~~D.~~ Addition or alteration of a commercial, industrial, or institutional building or structure whenever a building permit is required;
E. ~~E.~~ Addition or alteration of existing residential buildings or structures where the addition or alteration increases the ~~building's~~building's conditioned area, volume, or size.

~~§ 13.40.030. Exemptions.~~**13.40.030 Exemptions.**

The following projects shall not be subject to the provisions of this chapter:

A. ~~A.~~ Addition or alteration of residential buildings where the addition or alteration does not increase the ~~building's~~building's conditioned area, volume or size;
B. ~~B.~~ Addition or alteration of a commercial, industrial, or institutional building if a building permit is not required for work;
C. ~~C.~~ Emergency work (demolition, construction, addition, or alteration performed in conjunction with an emergency or a building/structure deemed substandard by the ~~**California Building Code**~~California Building Code through the Chief Building Official);

D. ~~D.~~ A project contaminated by hazardous substances or waste as defined by State or Federal law;

E. ~~E.~~ Residential projects three stories or less that generate or are anticipated to generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed 3.4 pounds per square foot of the building area, provided that ~~applicants~~Permit Holders shall retain information documenting eligibility for this exemption for a period of three years which shall be provided to the City upon request;

F. ~~F.~~ Residential projects four stories or more or nonresidential projects that generate or are anticipated to generate a total combined weight of construction and demolition waste disposed of in landfills, which do not exceed two pounds per square foot of the building area, provided that ~~applicants~~Permit Holders shall retain information documenting eligibility for this exemption for a period of three years which shall be provided to the City upon request.

In addition to the exemptions listed above, the type and scope of projects exempt from the provisions of this chapter are subject to change based on the requirements of the current California Green Building Standards Code.

13.40.040 Diversion requirements.

~~§ 13.40.040. Administrative fee.~~

~~A non-refundable administrative fee will be charged for each building or demolition permit in an amount as may be established by City Council resolution to cover the cost for all City expenses incurred in administering this chapter.~~

~~§ 13.40.050. Deposits.~~

~~A. Single Plan Deposit. For applicants that do not have any other current waste reduction and recycling plans with the City, a $1,000.00 deposit must be submitted with the waste reduction and recycling plan. The terms of receiving a refund of the deposit are described in Sections **13.40.070(C)** and **13.40.080(C)**.~~

~~B. Multiple Plan Deposit or Previous Noncompliance Determination Deposits. For applicants that have current waste reduction and recycling plans with the City, the deposit amount will be based on the applicant's level of diversion for their existing waste reduction and recycling plans. A $1,000.00 deposit will be required if the applicant is achieving the C&D diversion requirement, specified in Section **13.40.060**, for their existing waste reduction and recycling plans based on quarterly diversion reports. For applicants that have three current waste reduction and recycling plans submitted to the City and that are achieving the C&D diversion requirement, specified in Section **13.40.060**, for all projects, no additional deposit will need to be provided to the City for subsequent waste reduction and recycling plans as long as the applicant stays in compliance with their existing plans. A deposit of three percent of the total project value, not to exceed $10,000.00, will be required if the applicant is not achieving the C&D diversion requirement, specified in Section **13.40.060**, for their existing waste reduction and recycling plans based on quarterly diversion reports or if the applicant has not submitted the required reports.~~

~~C. Applicants receiving a noncompliance determination for previous waste reduction and recycling reports will be required to submit a three percent of total project value, not to exceed $10,000.00, deposit on five subsequent projects following the noncompliance determination. Upon the compliance official's determination that the applicant has complied with this chapter for the five projects, the applicant shall not be required to comply with the three percent deposit provision (and will only be subject to the $1,000.00 deposit requirement), unless a new violation of this chapter has occurred. Refunds of deposits are described in Section **13.40.080(C)**.~~

~~§ 13.40.060. Diversion requirements.~~

~~A.~~ A. Sixty-five percent (or current C&D diversion requirement set forth in the California Green Building Standards Code, whichever is more stringent) of construction and demolition debris generated from every applicable ~~construction, remodeling, or demolition~~ project shall be diverted from landfills by using recycling, reuse, and diversion programs. Separate calculations and reports will be required for the construction and demolition portions of projects that involve both activities. The ~~City's~~City's current C&D diversion requirement shall be specified on the ~~waste reduction and recycling plan, waste reduction and recycling report~~WRR Plan, WRR Report, and the City website.

~~B.~~ B. One hundred percent of excavated soil and land clearing debris generated from every applicable nonresidential construction, remodeling, or demolition project shall be diverted from going to landfills by using recycling, reuse, and diversion programs. However, excavated soil and land clearing debris shall not be reused if it is contaminated by disease or pest infestation. This diversion requirement shall extend to every applicable residential construction, remodeling, or demolition project if required by the California Green Building Standards Code.

~~C.~~ C. Universal waste items present at every applicable construction, remodeling, or demolition project shall be disposed of properly and diverted from landfills. A list of prohibited universal waste items shall be included in the construction documents for the applicable project. The ~~applicant~~Permit Holder shall verify compliance with this subsection in its proof of diversion under Section ~~**13.40.080**~~13.40.090.

~~§ 13.40.070. Information required before issuance of building or demolition permit.~~**13.40.050 Deconstruction.**

In preparing the WRR Plan, Permit Holders for permits involving the demolition of all or part of an existing structure shall consider deconstruction, to the maximum extent feasible, and shall make the materials generated thereby available for salvage prior to being transported for disposal in a landfill or transformation facility.

13.40.060 Information required before issuance of building or demolition permit.

A. ~~A.~~ Submittal of ~~Waste Reduction and Recycling~~WRR Plan. Every ~~applicant~~Permit Holder shall submit a ~~properly~~WRR Plan completed ~~"~~by the person responsible for managing the waste ~~reduction~~ and recycling ~~plan"~~for each project as provided by the City as a requirement of the building or demolition permit process. The plan shall be submitted as part of the building permit application packet. The ~~waste reduction and~~

~~recycling plan~~WRR Plan can cover multiple building permits for ~~lots where construction activity is~~projects that are occurring at the same time, by the same ~~applicant~~Permit Holder, on the same project site. Separate ~~waste reduction and recycling plans~~WRR Plans must be submitted for each batch of building permits requested. The ~~applicant~~Permit Holder must provide information on the form that identifies project information and materials to be recycled and/or disposed of and facilities or service providers to be used~~.~~ ~~An~~, whether construction and demolition debris will be sorted on-site (source-separated) or bulk mixed (single stream), methods to reduce the amount of construction and demolition debris generated, and whether the amount of construction and demolition debris will be calculated by weight or volume. The WRR Plan, administrative fee and deposit for each requested building or demolition permit ~~and a deposit~~ must be submitted ~~with the waste reduction and recycling plan.~~before the permit may be issued. Solid waste and construction and demolition debris can only be self-hauled or collected and transported by the City’s franchise solid waste hauler as described in Sections 13.08.030, 13.08.040 and 13.36.030(A)(3).

B. ~~B.~~ Approval of ~~Waste Reduction and Recycling~~WRR Plan. Notwithstanding any other provisions of this chapter, no building or demolition permit shall be issued for any project as defined in Section ~~13.40.020~~13.40.020 unless and until the compliance official has approved the ~~waste reduction and recycling plan~~WRR Plan. The compliance official shall only approve a ~~waste reduction and recycling plan~~WRR Plan if he or she determines that it contains all of the information set forth in subsection ~~A~~A of this section. If the compliance official determines that all of the above conditions have been met, he or she shall mark the ~~waste reduction and recycling plan "~~WRR Plan “approved,~~"~~” return a copy of the plan to the ~~applicant~~Permit Holder, and notify the Community Development Department that it has been approved.

~~C. Denial of Waste Reduction and Recycling Plan. If the compliance official determines that the waste reduction and recycling plan is incomplete he or she shall return it to the applicant marked "denied, further explanation required." The applicant must then submit additional information before the waste reduction and recycling plan can be reviewed and the building or demolition permit issued. The applicant may resubmit the waste reduction and recycling plan within 45 calendar days without forfeiting the administrative fee. In addition, the deposit will be retained until the completion of the construction project unless the applicant does not seek a building or demolition permit at which time the applicant will need to provide a written request for the refund of the deposit. If a waste reduction and recycling plan is submitted after 45 calendar days, the original administrative fee is forfeited and an additional administrative fee ($100.00 per permit) will need to be submitted before the waste reduction and recycling plan can be reviewed and the building or demolition permit issued.~~

C. Denial of WRR Plan. If the compliance official determines that the WRR Plan is incomplete, he or she shall return it to the Permit Holder marked “incomplete, further explanation required.” The Permit Holder must then submit additional information before the WRR Plan can be reviewed and the building or demolition permit issued.

13.40.070 Administrative fee.

A non-refundable administrative fee will be charged for each building or demolition permit in an amount as may be established by City Council resolution to cover the cost for all City expenses incurred in administering this chapter.

~~§ 13.40.080. Compliance with diversion requirements.~~**13.40.080 Deposits.**

Each Permit Holder for a covered project shall submit a deposit calculated at three percent of the estimated total project valuation. Permits without a valid estimated total project valuation shall submit a deposit calculated at $0.25 per square foot of the project area. The deposits shall be a minimum of $500 and not exceed $15,000 per covered project. Permits may not be issued until the deposit is paid. The terms of receiving a refund of the deposit are described in Section 13.40.100.

13.40.090 Compliance with diversion requirements.

A. ~~A.~~ Inspection Authority. During demolition or construction, the compliance official may inspect project sites to determine compliance with the ~~waste reduction and recycling plan. The applicant~~WRR Plan. When the Permit Holder has received a determination of non-compliance or good faith effort to comply on previous projects subject to this chapter, or upon the City's request, the Permit Holder may be required to submit additional proof of diversion on a scheduled basis. The Permit Holder, if requested, must supply proof of ~~recycling~~diversion within five business days. Failure to comply with the ~~waste reduction and recycling plan~~WRR Plan or the submittal of requested proof of diversion during construction or demolition may be grounds for issuance of a ~~"~~"stop work~~"~~" order and/or issuance of administrative citations. Each day that the ~~applicant~~Permit Holder fails to comply with the requirements of this section constitutes a separate offense. ~~Only the collection of recyclables containing less than 10% of solid waste will be considered "recycling" (otherwise it will be considered "solid waste"). Solid waste can only be self-hauled or collected and transported by the City's franchise solid waste hauler as described in Sections **13.08.020** and 13.36.030(B)(2).~~

B. ~~B. Proof of Diversion~~WRR Report. Recyclables must be diverted from the landfill in order to meet the requirements of this chapter. ~~Applicants will be required to submit proof of compliance quarterly and at the end of each project to demonstrate compliance with the project specific waste reduction and recycling plan. If a project involves both demolition and construction, the report and documentation for the demolition project must be submitted and approved by the compliance official before issuance of a building permit for the construction project. Quarterly reports shall be submitted each January 31st, April 30th, July 31st, and October 31st and are to cover the previous three calendar months (October through December, January through March, April through June, and July through September). End of project reports~~WRR Reports are to be submitted ~~at the end of the project~~after all construction debris are recycled or disposed of as a precedent to final inspection and certificate of occupancy. ~~End of project reports must cover the period from the last quarterly report to the end of the project. Proof of compliance to be submitted with quarterly and end of project reports includes:~~

WRR Reports must include proof of diversion for the entirety of the project and all debris generated. The required paperwork for the WRR Report includes:

1. ~~1.~~ Submittal of a completed City-provided ~~waste reduction and recycling report~~WRR Report;
2. ~~2.~~ Receipts from the vendor or facility which collected or received each material showing the actual weight or volume of that material (recyclables and solid waste). Each receipt must clearly state the project title and date. If the receipt provides information for multiple projects, the project titles and the amounts of material for each project must be clearly identified;
3. ~~3.~~ Weight slips~~/count~~, photos or proof of material salvaged or reused in current project with estimated tonnage and/or anticipated reuse. Each receipt or photo must clearly state the project title and date. If the receipt provides information for multiple projects, the project titles and the amounts of material for each project must be clearly identified;
4. ~~4.~~ Any additional information needed to support a ~~good faith effort~~ determination of compliance or non-compliance.

If a project involves both demolition and construction, the report and documentation for the demolition project must be submitted and approved by the compliance official before issuance of a building permit for the construction project.

~~Failure to comply with this section and the waste reduction and recycling plan during construction or demolition may be grounds for issuance of a "stop work" order and/or issuance of administrative citations. Each day that the applicant fails to comply with the requirements of this section constitutes a separate offense. The compliance official may request additional information to determine compliance during the review of the quarterly or end of project reports. This information must be provided by the applicant to the compliance official within five business days.~~

Permit Holders with expired permits will have 30 days to respond to requests regarding the status of their project. Failure to respond will deem the project non-compliant. A new WRR Plan and deposit will be required for reopened permits.

13.40.100 Compliance determination.

~~C.~~ Determination of Compliance and Refund of Deposit. The compliance official shall review the end of project ~~waste reduction and recycling report~~WRR Report within 30 calendar days and determine whether the ~~applicant~~Permit Holder has complied with the diversion requirement, as follows:

A. ~~1.~~ Full Compliance. The compliance official will notify the ~~applicant~~Permit Holder and Community Development Department if they determine that the diversion requirements have been met. The ~~cash~~ deposit shall be returned to the payee, without interest, through the original payment method within 30 calendar days of the compliance determination.
B. ~~2.~~ Good Faith Effort to Comply. If the compliance official determines that the diversion requirement has not been achieved, he or she shall determine on a case-by-case basis whether the ~~applicant~~Permit Holder has made a good faith effort to comply with this

chapter. In making this determination, the compliance official shall consider the availability of markets for the construction debris landfilled, the size of the project, and the documented efforts of the ~~applicant~~Permit Holder to divert construction debris. The ~~applicant~~Permit Holder and Community Development Department will be notified if this determination is made. A partial (50%) refund of the deposit will be issued to ~~applicants~~Permit Holders receiving a ~~"~~"good faith effort to comply.~~"~~" The partial refund will be issued within 30 calendar days of the compliance determination.

C. ~~3.~~ Noncompliance. If the compliance official determines that the ~~applicant~~Permit Holder has not made a good faith effort to comply with this chapter no refund will be issued. The deposit shall be forfeited entirely for failure to comply with the requirements of this chapter. Any deposit that is forfeited shall be deposited in the solid waste fund and will be used to implement the ~~City's~~City's recycling program. ~~Applicants~~Permit Holders that have previously received a ~~"~~"noncompliance~~"~~" determination will be required to post a deposit that is ~~three~~five percent of the total project cost for the ~~applicant's~~Permit Holder's next five consecutive projects (not to exceed $~~10,000.00~~25,000.00 for each project) ~~as described in Section **13.40.050(C).**~~ following the noncompliance determination. Upon the compliance official's determination that the applicant has complied with this chapter for the five projects, the applicant shall not be required to comply with the five percent deposit provision (and will only be subject to the three percent deposit requirement in this Section 13.40.080), unless a new violation of this chapter has occurred.

Projects that have been constructed without ~~the submittal and compliance with a waste reduction and recycling plan~~an approved WRR Plan shall be deemed non-compliant and subject to a penalty equal to three percent of the estimated total project valuation. Permit Holders who have both previously constructed a project without an approved WRR Plan and previously received a determination of noncompliance shall be subject to a ~~$1,000.00~~ penalty equal to five percent of the estimated total project valuation. Funds received from penalties and fines shall be used to implement the ~~City's~~City's recycling program and deposited in the solid waste fund.

~~§ 13.40.090. Appeal.~~**13.40.110 Appeal.**

~~A.~~ Within 30 days of written notification of a ~~noncompliance~~ determination~~, the applicant~~ of noncompliance or good faith effort to comply, the Permit Holder has the right to meet with the ~~Public Works Director~~City Manager, and/or ~~compliance official~~designee, to review the items cited in the written notice and provide any additional evidence to support compliance. Within 15 days of such meeting, the ~~Public Works Director~~City Manager, and/or ~~compliance official~~designee, will make a final, written determination of compliance based on the reviews of additional evidence, together with the original ~~waste reduction and recycling report~~WRR Report and proof of ~~compliance~~diversion. The ~~Public Works Director~~City Manager, and/or ~~compliance official~~designee, will send a copy of the final, written determinations, including reasons for a noncompliance determination, if any, to ~~both~~ the ~~applicant and the City Manager~~Permit Holder. The City Manager's decision is final.

~~B. Within 10 days of receiving the final noncompliance determination from the Public Works Director, and/or compliance official, the applicant may request that the City Manager reconsider~~

~~the determination by submitting a written appeal to the City Manager. If the applicant's appeal includes a request for a meeting, the applicant has the right to meet with the City Manager within 30 days of the written request to review the materials related to the waste reduction and recycling report, proof of compliance, and the noncompliance determination. The applicant shall have the burden of proof to show facts demonstrating that the applicant does, in fact, meet the requirements of this chapter. The City Manager will provide the applicant with a written explanation of his or her determination on the waste reduction and recycling report and proof of compliance within 30 days of such meeting or, if no meeting is requested, within 30 days of receipt of the applicant's request for City Manager review. The City Manager's decision is final.~~

~~§ 13.40.100. Severability.~~**13.40.120 Severability.**

If any section, subsection, sentence, clause or phrase of this chapter is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this chapter. The City Council declares that it would have adopted this chapter, including every section, subsection, sentence, clause and phrase, irrespective of whether one or more sections, subsections, sentences, clauses or phrases is held invalid.

	TO:	THE HONORABLE MAYOR AND CITY COUNCIL
CITY OF WOODLAND CALIFORNIA	AGENDA:	City Council Regular Meeting
	DATE:	November 19, 2024
	ITEM #:	H.11
	SUBJECT:	Fiscal Year 2024/25 Quarterly Budget Update

Recommendation for Action: Staff recommends that the City Council receive an informational report representing the FY2024/25 First Quarter Budget Update.

Staff Contact:
Karie Farnham, Financial Services Manager (530) 661-5846, Karie.Farnham@cityofwoodland.gov

Fiscal Impact:
This informational item represents City-wide revenue and expenditures for (1) unaudited results for all periods of activity in fiscal year (FY) 20223/24 and (2) results through the first three months of fiscal year 2024/25.

Discussion:
This report and the related attachments summarize revenue and expenditure results for all City funds through the fourth quarter of fiscal year 2023/24 and through the first quarter of fiscal year 2024/25. In addition, the report highlights revenues and expenditures specifically in the General Fund through the fourth quarter of fiscal year 2023/24 and through the first quarter of fiscal year 2024/25.

Highlights of the fiscal year 2023/24 results (Attachment A) include the following:

- All Funds revenues through fiscal year-end FY2023/24 were $212.54 million or 107% of the amended budget.
- General Fund revenues totaled $67.47 million, $2.05 million more than the amended budget. Most General Fund revenue categories met and/or exceeded projected budgets for the year. Licenses/Permit revenues and Service Charges revenue exceeded projections for combined $4,586,211 million.
- Final FY2023/24 expenditures for all City funds totaled $227.98 million, or 59% of the amended budget. All fund categories completed the year with expenditures within the amended budget.
- The General Fund ended the year with $73.43 million in expenses, which is $3.34 million less than the amended budget. However, $2.96 million was carried forward for use in FY2024/25. When these carried forward amounts are accounted for, the General Fund expenditures would actually have a savings of $380,000.
- Capital Improvement expenditures totaled $52.49 million, which underspent the budget by $116.81 million. Capital projects are typically long-term in nature and span multiple fiscal years, and because of this, the remaining balances in funds have been carried-over into FY2024/25.

Highlights of the fiscal year 2024/25 results (Attachment B) include the following:

- Revenues for all funds through September 30th (first quarter of fiscal year 2024/25) are $27.34 million, or 14% of the amended budget.

- General Fund revenues are $4.09 million or 6% of the amended budget. The majority of the City's major tax revenues are not received until later in the fiscal year, so the low percentage of revenues received is very typical and expected each year.
- Through the first quarter of FY2024/25, expenditures for all funds totaled $39.7 million, or 13% of the amended budget. The General Fund expenditures totaled $12.76 million, or 17% of the amended budget.
- At the end of the first quarter of fiscal year 2024/25, all departments appear to be tracking closely to budget.

Although the revenue results for FY2023/24 discussed in the attachments to this report were better than projected, City expenditures are also trending on the higher side due to lingering inflationary impacts. As a result any excess revenues are being offset by these additional expenditures. The adopted budget for FY2024/25 anticipated a $3.13 million deficit in the General Fund, with a growing structural deficit throughout the term of the five-year forecast. This quarterly report does not provide updated projections for the anticipated General Fund outcomes for FY2024/25. So far, preliminary revenue performance and indications for year-end outcomes present cause for continued concern, particularly as it pertains to the City's sales tax revenues.

The next budget update provided to the City Council will be the mid-year budget update, which provides updated projections through the remainder of the current fiscal year and informs you about the development of the FY2025/26 budget. This mid-year update generally occurs in late February or early March each year.

Conclusion:
Staff recommends that the City Council receive an informational report representing the FY2024/25 First Quarter Budget Update.

Prepared by: Karie Farnham, Financial Services Manager

Reviewed by: Kim McKinney, Director of Administrative Services

Ken Hiatt
City Manager

Attachments:
1. Attachment A - Quarterly Budget Update FY24 Qtr 4
2. CIP Chart FY24
3. Attachment B - Quarterly Budget Update FY25 Qtr 1
4. CIP Chart FY25 Qtr 1

ATTACHMENT A

ALL FUNDS REVENUES AND EXPENDITURES

Table 1 – All Funds Revenues

FY2023/24 Revenues							
		Original Budget		Amended Budget		Year-to Date Actuals	%
General Fund	$	65,416,234	$	65,417,695	$	67,468,768	103%
Special Revenue	$	20,044,324	$	21,732,950	$	28,729,181	132%
Debt Service	$	1,547,854	$	1,547,854	$	1,547,854	100%
Development/Capital	$	16,820,392	$	16,835,392	$	22,696,544	135%
Spring Lake	$	9,235,232	$	9,235,232	$	8,831,860	96%
Enterprise Funds	$	54,429,452	$	54,494,452	$	54,131,979	99%
Internal Service	$	23,077,318	$	23,481,960	$	21,632,197	92%
Successor Agency	$	900,000	$	900,000	$	-	0%
Agency (Assessments)	$	5,623,155	$	5,623,155	$	7,497,231	133%
Total All Funds	$	197,093,961	$	199,268,690	$	212,535,615	107%

- All Funds revenues through fiscal year-end FY2023/24 were $212.54 million or 107% of the amended budget.

- General Fund revenues totaled $67.47 million, $2.05 million more than the amended budget. Table 4 provides more detail regarding General Fund revenues.

- Special Revenue funds generated $28.73 million or 132% of the amended budget. Revenue captured in this category is mostly based on grant reimbursements and follows project expenses throughout the fiscal year. Additionally, the City consolidates its investments and related earnings in one fund throughout the year. The investment income earned during the year was $7.36 million and has not yet been allocated to all other City funds. Interest allocation will happen as staff closes-out the 2023/24 fiscal year.

- Development/Capital funds generated $22.7 million or $5.9 million more than the amended budget, due in large part to better than expected Development Impact fees. This additional revenue assists in reducing inter-fund loan balances accumulated from assisting with debt service and helps to improve fund balance deficits created by advancing significant priority projects throughout the early 2000's. Additionally, the General Fund completed a one-time transfer of $4.1 million to the General Capital Fund to help fund construction of the new Aquatic Facility , and this transfer of revenue was not included in the original budget.

- Spring Lake funds generated $8.83 million or 96% of the amended budget due to slightly less than expected collection of Spring Lake Infrastructure Fees.

- Enterprise Funds collected $54.13 million or 99% of the amended budget. Revenues from user fees in both the Water and Sewer funds were below budget, due in large part to the very rainy weather throughout the winter of 2023 and early 2024, which reduced demand on water use.

- Internal Service fund revenues were $21.63 million or 92% of the amended budget.

- Successor Agency revenues currently show $0 or 0% of the amended budget. Successor Agency revenue is used to repay debt service on former Redevelopment Agency debt obligations and is calculated each year and submitted to the State Department of Finance. Revenues were not received in FY2023/24 as there were sufficient reserves to make annual debt service payments. The City works with the State on an annual basis to make this determination.

- Agency funds are primarily pass-through special assessment funds. The revenues in these funds totaled $7.5 million or $1.87 million higher than the amended budget due to the continuation building of residential units in Spring Lake that are also contributing to the annual assessment (Mello-Roos) as well as early pre-payments of bonds by some property owners within Spring Lake.

Table 2 – All Funds Expenditures by Fund Type

FY2023/24 Expenditures							
		Original Budget		Amended Budget		Year-to Date Actuals	%
Internal Service	$	21,994,668	$	25,865,249	$	21,656,591	84%
General Fund	$	67,687,159	$	76,764,329	$	73,427,917	96%
Enterprise Funds	$	62,526,753	$	101,517,519	$	48,420,020	48%
Special Revenue	$	19,671,551	$	31,227,620	$	23,076,424	74%
Development/Capital	$	20,652,758	$	109,821,347	$	40,291,795	37%
Successor Agency	$	923,882	$	1,069,812	$	767,458	72%
Spring Lake	$	15,188,917	$	29,715,940	$	12,121,794	41%
Debt Service	$	1,550,346	$	1,550,346	$	1,545,345	100%
Agency	$	6,823,993	$	6,856,118	$	6,671,398	97%
Total All Funds	$	217,020,027	$	384,388,280	$	227,978,743	59%

- Through the fourth quarter of fiscal year 2023/24, all funds expenditures totaled $227.98 million, or 59% of the amended budget. All fund categories completed the year with expenditures within the amended budget.

- The General Fund ended the year with $73.43 million in expenses, which is $3.34 million less than the amended budget. The savings are largely due to $3.8 million in contract services across all departments of which departments with Non-Departmental contributing $1.23 million in savings due to American Rescue Plan projects not being fully carried out in FY2023/24.

  Of the $3.34 million in savings across all departments, $2.96 million was re-appropriated to FY2023/24 to complete prior year commitments and continue efforts on project priority goals that span multiple fiscal years. Due to this re-appropriation of funds to FY2023/24, General Fund expenditures savings would be $380,000. General Fund expenditures are discussed in more detail in Table 5.

- Enterprise Funds expenditures totaled $48.42 million, or 48% of the amended budget. Enterprise funds were underspent primarily because of $38.77 million in savings from Capital Improvement Projects (CIP) that did not incur expenses compared to their approved budget (refer to the CIP Chart FY2023/24 for a listing of some these projects sorted by fund type). These budgets will carryforward into FY2024/25 for continued work on the projects. Another $9.59 million in savings is due to pending depreciation of capital assets. These assets will be depreciated this calendar with as we continue to close out the 2023/24 fiscal year.

- Special Revenue fund expenditures totaled $23.08 million or 74% of the amended budget. Special Revenue funds include a variety of fund types, but primarily consist of various federal grants, housing grants and programs, state allocated transportation funding, and special assessment districts (such as Lighting and Landscaping). Special Revenue funds were underspent for the following reasons: $1.67 million in savings from Capital Improvement Projects (CIP) that did not incur expenses compared to their approved budget (refer to the CIP Chart FY2023/24 for a listing of some these projects sorted by fund type); $702,000 in savings for affordable state grant housing loans; and $900,000 in savings for the 334 Freeman Garden Court project. Both the housing grants and the 334 Freeman Garden Court project will carry-forward to FY2024/25.

- Development/Capital funds resulted in $40.29 million or 37% of the amended budget. Development/Capital funds were underspent largely due to the $67.39 million in savings due to many Capital Improvement Projects (CIP) that did not incur expenses compared to their approved budget (refer to the CIP Chart FY2023/24 for a listing of some these projects sorted by fund type). Also, the $967,936 savings in Measure F funds that were planned to contribute to the Parks debt service, was not needed. Only $206,160 was transferred as the Parks Development Impact Fee fund received nearly enough revenue to pay on debt service. Additional allocations to parks projects will be reviewed with the spending plan.

- Successor Agency ended the fiscal year with $767,458 thousand dollars in expenses or 72% of the amended budget. The budget is based on payments due for loans, but timing of reimbursement depends upon approval of and availability of funds from the State Department of Finance. Most unspent funds were due to $242,000 budgeted for USA Help Loan and savings of $246,432 from RDA 2018 Tax Allocation Refund Bond. With the unspent funds, both Heritage Oaks and Casa-Del Sol Cal HFA Loans overspent creating an overall savings of $302,354.

- Spring Lake funds ended the fiscal year with $12.12 million in expenses or 41% of the amended budget. Spring Lake funds were underspent largely due to $8.48 million in Capital Improvement Projects (CIP) expenses that were not incurred compared to their approved budget (refer to the CIP Chart FY2023/24 for a listing of some these projects sorted by fund type); and $9.05 million in planned reimbursements to developers for infrastructure constructed in Spring Lake that were not completed or approved by the end of the year.

- Agency Funds reflect expenditures of $6.67 million or 97% of the amended budget. Agency expenses are related to debt service payments for special districts.

*All CIP unspent budget will carry-forward to FY2024/25 and be available for planned projects.

Table 3 – All Funds Expenditures by Department

	FY2023/24 Expenditures						
		Original Budget		Amended Budget		Year-to Date Actuals	%
Administrative Services	$	24,809,031	$	27,090,439	$	24,268,600	90%
Community Development	$	8,957,167	$	9,238,011	$	8,034,723	87%
Community Services	$	13,406,372	$	25,163,475	$	19,244,176	76%
Police	$	27,422,156	$	29,753,125	$	27,500,799	92%
Fire	$	15,253,344	$	16,178,093	$	15,846,671	98%
Library	$	2,952,730	$	3,253,087	$	2,904,078	89%
Public Works	$	34,072,406	$	38,222,489	$	24,246,213	63%
Capital Improvements	$	26,706,140	$	169,302,179	$	52,489,526	31%
Non-Departmental	$	63,440,681	$	66,187,381	$	53,443,958	81%
Total All Departments	$	217,020,027	$	384,388,280	$	227,978,743	59%

- At the end of fiscal year 2023/24, department operating expenditures were within the approved appropriations.

- Administrative Services ended with the fiscal year with $24.27 million in expenses or 90% the amended budget across all funds.

- Community Development expenditures were $8.03 million for the fiscal year, or 87% of the amended budget. Overall savings due mostly to vacancies and engineers charging time to projects, as well as savings from a variety of supplies/services.

- Community Services ended FY2023/24 with $19.24 million in expenditures across all funds or 76% of the amended budget. The savings are attributed to a variety of items across many funds, including $867,252 in savings for use of landscaping water throughout the City; Another $1.6 million in savings is due to pending depreciation of capital assets which will be depreciated this calendar with as we continue to close out the 2023/24 fiscal year; and $3.3 million in unspent contract services across all funds, which includes $2.19 million of unspent, budgeted Project HomeKey funds that will continue to be carried forward.

- Police ended the year with $27.5 million in expenditures or 92% of the amended budget with very little budgetary savings during the year.

- Fire ended the year with $15.85 million in expenditures or 98% of the amended budget.

- Library ended the year with $2.9 million in expenditures across all funds or 89% of the amended budget. There were $103,994 in savings from funds allocated to the Library Building Security project (which were carried over from FY22/23), $146,348 in savings for supplies and services, and $96,444 in savings was attributed to general personnel.

- Public Works ended the year with $24.25 million in expenditures across all funds or 63% of the amended budget. The majority of savings came from $10.75 million due to pending depreciation of capital assets with another $1.28 million in salary savings. These assets will be depreciated this calendar with as we continue to close out the 2023/24 fiscal year.

- Capital Improvements expenditures totaled $52.49 million, which underspent the budget by $116.81 million. Capital projects are typically long-term in nature and span multiple fiscal years, and because of this, the remaining balances in funds have been carried-over into FY2024/25. Large project variances are illustrated in the CIP Chart FY2023/24.

- Non-Departmental expenditures totaled $53.44 million or 81% of the amended budget. Expenditures budgeted in this category consist primarily of debt service payments, interfund transfers, assumed vacancy savings and payments to joint powers authorities and American Rescue Plan Act projects. Variances from budget occurred from transfers not needed for Measure F loan to Park Development funds, unspent reimbursements to Spring Lake developers for work not yet completed and unspent American Rescue Plan Act money for projects not complete.

GENERAL FUND REVENUES AND EXPENDITURES

Table 4 – General Fund Revenues

FY2023/24 General Fund Revenues	Original Budget	Amended Budget	Year-to Date Actuals	%	Difference Favorable (Unfavorable)
Property Tax	$ 16,325,332	$ 16,325,332	$ 16,825,633	103%	$ 500,301
Sales Tax	$ 29,142,413	$ 29,142,413	$ 28,357,508	97%	$ (784,905)
Other Taxes (TOT)	$ 1,999,485	$ 1,999,485	$ 1,780,110	89%	$ (219,375)
Franchise Fees	$ 2,835,501	$ 2,835,501	$ 3,255,237	115%	$ 419,736
Licenses/Permits	$ 2,447,144	$ 2,448,605	$ 3,261,573	133%	$ 812,969
Fines/Forfeitures	$ 218,890	$ 218,890	$ 219,109	100%	$ 219
Service Charges	$ 768,223	$ 768,223	$ 1,324,638	172%	$ 556,415
Motor Vehicle In Lieu	$ 6,750,972	$ 6,750,972	$ 7,174,503	106%	$ 423,531
Intergovernmental	$ 311,151	$ 311,151	$ 214,848	69%	$ (96,303)
Lease/Interest Income	$ 636,888	$ 636,888	$ 535,390	84%	$ (101,498)
Miscellaneous	$ 3,980,235	$ 3,980,235	$ 4,520,220	114%	$ 539,985
Transfers	$ -	$ -	$ -	0%	$ -
Total General Fund	$ 65,416,234	$ 65,417,695	$ 67,468,768	103%	$ 2,051,074

- Total General Fund revenues at fiscal year-end 2023/24 were $67.47 million, or $2.05 million more than the amended/projected budget. Most of the General Fund revenue categories met and/or exceeded projected budgets.

- Property tax revenues generated $16.83 million, which exceeded the amended budget by 3%.

- Sales Tax payments, which include the City's 1% local share (known as Bradley Burns), Measure F, and Measure R, resulted in $28.36 million or $784,905 less than the amended budget. The city received $863,088 less than amended budget of its local share of sales tax, $61,062 more revenue in Measure F, and $17,121 more revenue in Measure R compared the amended budget. Revenues from Measure F and Measure R are transferred out of the General Fund into other funds for use on programs/projects identified within the measure spending plans.

- Other Taxes category totaled $1.78 million or 89% of the amended budget. Most of this revenue category represents hotel/motel transient occupancy tax (TOT) and property transfer tax that is collected when properties are exchanged.

- Franchise Fee revenues exceeded budget by $419,736 for FY2023/24. This was due to favorable revenues from both PG&E and Waste Management, related to higher revenues for those agencies.

- Licenses and Permits revenues exceeded the amended/projected budget by $812,969. This was largely due to the City continued to issuance of building permits in new development areas (Spring Lake) and other development related fees.

- Service Charges, which primarily include revenues from recreation and police programs, resulted in $556,415 more revenue than expected. Special Police Services exceeded budget by $500,714 with Yolo County contributing $400,000 to the Advance Peace contract, largely adding to the positive variance, as well as revenue collected from Woodland Joint Unified School District of $99,217 for the School Resource Officer.

- Motor Vehicle In-Lieu collected $7.17 million in revenue or 106% of the amended budget.

- Lease/Interest Income resulted in $101,498 less revenue than the amended budget, however, staff has not finished allocating interest earnings received amongst all funds and expects revenue in this category to fully meet or exceed budget projections.

- Miscellaneous revenues ended the year with $4.52 million in revenue or 114% of the amended budget. A majority of the variance in this category was a result of reimbursements that were made from other agencies as the City completes payments related to projects approved with use of revenue recovery funds from the American Rescue Plan as well as a Waste Management payment to assist with contract negotiation costs. These projects also resulted in expenditure savings during the year, which will be carried over, along with the expected reimbursement. Also, the Fire's Strike Team resulted in $167,330 more than the amended budget.

Table 5 – General Fund Expenditures by Category

FY2023/24 General Fund Expenditures

	Original Budget	Amended Budget	Year-to Date Actuals	%
Personnel	$ 37,820,114	$ 37,873,915	$ 37,578,000	99.2%
Supplies & Services	$ 8,259,521	$ 12,172,093	$ 9,725,600	80%
Education & Training	$ 326,866	$ 352,857	$ 347,867	99%
Capital Expenditures	$ -	$ 398,118	$ 270,546	68%
Non-Discretionary	$ 8,175,831	$ 8,358,921	$ 8,181,876	98%
Operating Transfers	$ 13,104,827	$ 17,608,425	$ 17,324,027	98%
Total All Categories	$ 67,687,159	$ 76,764,329	$ 73,427,917	96%

- End-of-year FY2023/24 General Fund expenditures totaled $73.43 million, a savings of $3.34 million from the amended budget. The savings are largely due to $3.8 million in contract services across all departments of which departments with Non-Departmental contributing $1.23 million in savings due to American Rescue Plan projects not being fully carried out in FY2023/24.

- Personnel expenditures were $37.58 million of the $37.87 budgeted, which was 99% of budget.

- Supplies & Services category resulted in a savings of $2.45 million. There were small overages is some for the sub-accounts of this expenditure category, however, large amount of savings was as result of Contract Services as explained above.

- Capital Expenditures were underspent by $127,572 compared to the amended budget. $103,994 in savings were a result of the Library Building Security Project Funding has since been carried-over to FY2024/25.

- Non-discretionary expenditures were $8.18 million or 98% of the amended budget.

- Operating Transfers ended the year at $17.32 million or 98% of the amended budget. $284,398 in savings were a result of less than budgeted annual transfers.

Table 6 – General Fund Expenditures by Department

FY2023/24 General Fund Expenditures

	Original Budget	Amended Budget	Year-to Date Actuals	%
Administrative Services	$ 4,298,624	$ 5,336,504	$ 5,261,457	99%
Community Development	$ 3,848,939	$ 4,080,369	$ 3,581,581	88%
Community Services	$ 6,004,522	$ 10,801,961	$ 10,275,649	95%
Police	$ 24,178,103	$ 24,368,012	$ 23,425,644	96%
Fire	$ 13,888,845	$ 14,529,756	$ 14,333,675	99%
Library	$ 1,700,733	$ 1,906,864	$ 1,921,392	101%
Public Works	$ 778,873	$ 792,329	$ 773,925	98%
Non-Departmental	$ 12,988,520	$ 14,948,533	$ 13,854,454	93%
Total All Departments	$ 67,687,159	$ 76,764,329	$ 73,427,777	96%

For FY2023/24, most departments managed their budgets and ended the year within their approved appropriations.

- Administrative Services achieved savings of $75,048 compared to the amended budget. The savings were almost entirely attributed to the contract services, specifically in Finance due to savings in professional contract services.

- Community Development achieved savings of $498,789. Savings were mostly in personnel due to position vacancies as well as in the supplies/services categories specifically within department specific supplies as well as contract services.

- Community Service achieved savings of $526,312 compared to the amended budget. Most of the savings are due to reduced landscape irrigation resulting in $268,424 in savings as well as $187,639 in contract services.

- Police ended the fiscal year with $23.43 million in expenses, which was $945,038 less than the amended budget. Savings mostly came from personnel in the amount of $892,827 due to position vacancies and $159,465 in contract services.

- Fire finished FY23/24 with $14.33 million in expenditures, which came in under their budget by $196,081. Fire exceeded budget in some categories but then was offset mainly due to $104,340 savings in department specific supplies and $361,182 in contract services.

- Library ended the fiscal year with $1.92 million in expenses, exceeding their amended budget by $14,528. Personnel costs surpassed budget by $165,903 but then was mostly offset by $68,267 in contract services savings as well as $103,994 from funds allocated to the Library Building Security project (which were carried over from FY22/23).

- Public Works ended the fiscal year with $773,925 in expenses with minor difference from the amended budget, a savings of $18,404 due to position vacancies throughout the year.

- Non-Departmental expenditures ended the fiscal year with $13.85 million in expenses or $1.09 million less than the amended budget. This category includes costs for projects approved through the American Rescue Plan (ARP) spending plan, and at the end of the year, $1.25 million remained unspent and was carried over for re-appropriation in FY2023/24. These budgetary savings were offset by overages in two other areas of non-departmental expenses: (1) the City budgets for vacancy savings in the Non-Departmental category as a negative budget, however, savings are realized (or not) at the departmental level; (2) the City exceeded its non-department transfer budget by $78,183 due to better than anticipated Measures F and R sales tax revenue. This revenue is received into the General Fund and then transferred as an expense to these other funds.

CIP Chart FY2023/24

		Project Name	Amended Budget	Year-to-Date Expenditures	Balance	Percent Spent
Development/Capital	0006	I-5/SR 113 Freeway to Freeway Connectors	$ 20,000.00	$ -	$ 20,000.00	0%
	0228	Traffic Engineering Services	$ 128,700.00	$ 6,091.88	$ 122,608.12	5%
	0606	Measure E Planning - Management	$ 76,000.00	$ 160,557.28	$ (84,557.28)	211%
	0612	Spring Lake E. Regional Pond Landscaping	$ (23,831.85)	$ -	$ (23,831.85)	0%
	0614	Annual In-House Road Program Support	$ 2,010,851.00	$ 1,332,622.80	$ 678,228.20	66%
	0707	Zoning Ordinance and CEQA	$ 126,510.56	$ 96,237.69	$ 30,272.87	76%
	0821	Annual Sewer Repair and Replacement	$ 4,946,480.11	$ 40,856.74	$ 4,905,623.37	1%
	0822	Preliminary Odor Abatement	$ 174,933.62	$ -	$ 174,933.62	0%
	0841	2008 ADA Improvements	$ 98,770.00	$ 96,239.04	$ 2,530.96	97%
	0915	FloodSAFE Yolo/Cache Creek Feasibility	$ 169,463.46	$ 291,937.32	$ (122,473.86)	172%
	0923	Water System Maintenance Repairs	$ 970,910.69	$ 79,180.17	$ 891,730.52	8%
	1011	Treatment Plant Exp-Biosolids	$ 107,131.38	$ -	$ 107,131.38	0%
	1305	East Main St. Improvement Project	$ 824,287.68	$ 443,006.94	$ 381,280.74	54%
	1402	Water Pollution Asset Replacement Plan	$ (500,000.00)	$ 148,018.15	$ (648,018.15)	-30%
	1403	Replacement of Orangeberg Sewer Laterals	$ 1,515,560.41	$ 147,939.08	$ 1,367,621.33	10%
	1407	Sewer Collection/Wastewater Master	$ -	$ 280.33	$ (280.33)	0%
	1504	Chromium 6 Investigations	$ 68,248.59	$ -	$ 68,248.59	0%
	1507	2015 ADA Improvements	$ 50,000.00	$ 50,000.00	$ -	100%
	1602	New Traffic Signal-Freeway Drive/East Main	$ 900,000.00	$ -	$ 900,000.00	0%
	1603	Storm Water Quality Design Manual Update	$ 214,057.94	$ -	$ 214,057.94	0%
	1610	2016 ADA Improvements	$ 114,041.38	$ 3,882.50	$ 110,158.88	3%
	1702	New Traffic Signal-Kentucky Avenue/Cotton	$ 899,454.40	$ -	$ 899,454.40	0%
	1705	ASR Wells #31	$ 5,508,966.54	$ 2,198.40	$ 5,506,768.14	0%
	1707	Recycled Water Master Plan	$ 3,883,129.97	$ 2,579,139.13	$ 1,303,990.84	66%
	1709	West Woodland Safe Routes to School	$ 20,999.26	$ -	$ 20,999.26	0%
	1716	W. Main St. Bicycle/Pedestrian Mobility and	$ 398,453.90	$ -	$ 398,453.90	0%
	1722	Sports Park Drive Pedestrian Overcrossing	$ 1,527,068.35	$ 1,372,093.90	$ 154,974.45	90%
	1723	2017 ADA Improvements	$ 126,703.10	$ 196.70	$ 126,506.40	0%
	1804	2018 ADA Improvements	$ 32,329.68	$ -	$ 32,329.68	0%
	1901	2019 ADA Improvements	$ 514,000.00	$ -	$ 514,000.00	0%
	1905	Matmor & Gum Rehabilitation	$ 6,662,079.03	$ 7,152,258.84	$ (490,179.81)	107%
	1906	Traffic Calming Program	$ 330,931.74	$ 413,766.44	$ (82,834.70)	125%
	1911	Spring Lake Central Park	$ 55,281.91	$ -	$ 55,281.91	0%
	1912	Spring Lake 2019 CIP Update	$ 33,275.63	$ 18,742.74	$ 14,532.89	56%
	1913	Gibson Road Interchange Modification	$ 2,246,011.66	$ 241,711.53	$ 2,004,300.13	11%
	1914	South Area Flowage Easement	$ 106,111.75	$ 13,412.21	$ 92,699.54	13%
	1915	2019 Water Main Replacement Project	$ 50,926.31	$ 8,286.14	$ 42,640.17	16%
	1917	Regional Park Site	$ 144,078.90	$ 27,333.64	$ 116,745.26	19%
	1918	Southeast Area Pool Project	$ 12,943,007.70	$ 2,562,596.74	$ 10,380,410.96	20%
	1922	Permanent Supportive Housing Project	$ 2,766.49	$ -	$ 2,766.49	0%
	1923	Charles Brooks Pool Bleacher Project	$ 27,381.36	$ -	$ 27,381.36	0%
	2001	Gibson Road Bicycle/Pedestrian Mobility	$ 2,754,880.94	$ 536,079.69	$ 2,218,801.25	19%
	2003	2020 ADA Improvements	$ 4,020,388.85	$ 3,364,666.64	$ 655,722.21	84%
	2004	E. Gibson/Harry Lorenzo/Bourn Traffic Signa	$ 2,580,000.00	$ -	$ 2,580,000.00	0%
	2006	2020 ADA Improvements	$ 2,759,848.63	$ 2,759,690.75	$ 157.88	100%
	2008	Gibson Road Rehabilitation-CR98 to West St.	$ 1,953,836.05	$ 464,964.35	$ 1,488,871.70	24%
	2101	2022 Water & Sewer Repair and Replacement	$ 907,680.61	$ 193.40	$ 907,487.21	0%
	2102	Groundwater Monitoring Wells	$ 1,540,501.41	$ -	$ 1,540,501.41	0%
	2105	Groundwater Wells Demo Project	$ 124,161.94	$ -	$ 124,161.94	0%
	2107	Storm Drain Channel South of Woodland Christian	$ 400,000.00	$ -	$ 400,000.00	0%
	2108	Local Early Action Planning Grant	$ 17,225.48	$ -	$ 17,225.48	0%
	2109	Enterprise System Replacement	$ 1,126,168.47	$ 340,314.35	$ 785,854.12	30%
	2113	2021 ADA Improvements	$ (572.89)	$ 6,661.36	$ (7,234.25)	-1163%
	2114	SR 113/CR 25 Ultimate Interchange Modifica	$ 2,110,314.28	$ 216,213.42	$ 1,894,100.86	10%
	2201	2022 ADA Improvements	$ 185,424.51	$ 146,756.41	$ 38,668.10	79%
	2202	E Main Pump Station Emergency Generators	$ 310,000.00	$ -	$ 310,000.00	0%
	2203	Water Meter Replacement	$ 600,000.00	$ -	$ 600,000.00	0%
	2204	2023 Water & Sewer Replacement Project	$ 1,586,865.83	$ 1,187,442.05	$ 399,423.78	75%
	2205	E. Gibson Trunk Sewer Repairs	$ 1,000,000.00	$ -	$ 1,000,000.00	0%
	2206	2021 Road Maintenance Project	$ 53,926.54	$ -	$ 53,926.54	0%
	2208	North Canal Pump Station Pipe Rehabitlitation	$ 329,035.26	$ 108,752.24	$ 220,283.02	33%
	2212	Armfield & Lemen Ave. Reap Grant	$ 65,443.17	$ 62,047.00	$ 3,396.17	95%
	2213	Main Street Feasibility Project	$ 202,138.85	$ 132,873.96	$ 69,264.89	66%
	2214	East Main Street Signal Project	$ 515,350.00	$ 9,291.96	$ 506,058.04	2%
	2215	Pedestrian Crossing Improvement Project	$ 299,526.90	$ 68,363.08	$ 231,163.82	23%
	2216	LCC Flood Risk Reduction	$ 3,291,651.62	$ 571,562.14	$ 2,720,089.48	17%
	2217	Active Transportation Plan	$ 124,074.44	$ 169,986.64	$ (45,912.20)	137%
	2301	2023 Road Maintenance	$ 2,161,989.21	$ 978,140.47	$ 1,183,848.74	45%
	2302	2024 Water & Sewer Replacement	$ 3,892,951.37	$ 1,825,613.28	$ 2,067,338.09	47%
	2303	Sewer System Hydraulic Model Update	$ 90,000.00	$ -	$ 90,000.00	0%
	2304	SL Lift Station Pump Replacement	$ 401,563.30	$ 232.59	$ 401,330.71	0%
	2305	Storm Drainage Trash Capture Project	$ 100,000.00	$ -	$ 100,000.00	0%
	2306	E. Gibson Road-Matmor Road Signal Modific	$ 1,100,000.00	$ -	$ 1,100,000.00	0%
	2307	New Traffic Signal - CR102 & Kentucky Ave	$ 1,050,000.00	$ -	$ 1,050,000.00	0%
	2308	2023 ADA Improvements	$ 217,118.05	$ 68,005.84	$ 149,112.21	31%
	2401	2024 Road Maintenance	$ 1,300,000.00	$ 292,087.00	$ 1,007,913.00	22%
	2402	2025 Water & Sewer Replacement	$ 4,887,737.00	$ -	$ 4,887,737.00	0%
	2403	2024 ADA Improvements	$ 225,000.00	$ 33,318.90	$ 191,681.10	15%
	2404	Grant Planning and Application	$ 50,000.00	$ 60,844.46	$ (10,844.46)	122%

		Project Name	Amended Budget	Year-to-Date Expenditures	Balance	Percent Spent
Development/Capital Cont.	2405	County Road 25A (Parkland to Meikle)	$ 4,734,636.33	$ 2,002,196.23	$ 2,732,440.10	42%
	2406	I-5/SR1113 Freeway to Freeway	$ 79,784.00	$ 52,614.22	$ 27,169.78	66%
	2407	South Canal Storm Ditch Widening	$ 580,000.00	$ 538,972.74	$ 41,027.26	93%
	2408	Community Center Parking Lot Expansion	$ 400,000.00	$ 116,553.04	$ 283,446.96	29%
	2409	Downtown Parking Lot Rehabilitation	$ 575,000.00	$ -	$ 575,000.00	0%
	2410	Pacific Flyway Pond Enhancement	$ 2,072,000.00	$ 58,301.02	$ 2,013,698.98	3%
	2412	WPCF Grit/Headworks	$ 500,000.00	$ 702.50	$ 499,297.50	0%
	9445	Library Material Collection	$ 85,000.00	$ 86,097.87	$ (1,097.87)	101%
	9524	Planning Analysis Studies	$ 80,000.00	$ 9,594.00	$ 70,406.00	12%
Enterprise	0821	Annual Sewer Repair and Replacement	$ 4,946,480.11	$ 40,856.74	$ 4,905,623.37	1%
	0822	Preliminary Odor Abatement	$ 174,933.62	$ -	$ 174,933.62	0%
	0915	FloodSAFE Yolo/Cache Creek Feasibility	$ 169,463.46	$ 291,937.32	$ (122,473.86)	172%
	0923	Water System Replacement Repairs	$ 970,910.69	$ 58,396.04	$ 912,514.65	6%
	1011	Treatment Plant Exp-Biosolids	$ 507,131.38	$ -	$ 507,131.38	0%
	1305	East Main St. Improvement Project	$ 60,487.00	$ 3,916.12	$ 56,570.88	6%
	1402	Wastewater Asset Replacement	$ 2,772,119.00	$ 212,301.89	$ 2,559,817.11	8%
	1403	Replacement of Orangeberg Sewer Laterals	$ 1,515,560.41	$ 141,362.63	$ 1,374,197.78	9%
	1407	Sewer Collection/Wastewater Master	$ 841,500.00	$ 241,252.25	$ 600,247.75	29%
	1415	Large Diameter Wastewater Pipeline Repair/Repla	$ 1,946,000.00	$ -	$ 1,946,000.00	0%
	1504	Chromium 6 Investigations	$ 68,248.59	$ -	$ 68,248.59	0%
	1705	ASR Wells #31	$ 5,508,966.54	$ 2,198.40	$ 5,506,768.14	0%
	1707	Recycled Water Master Plan	$ 3,883,129.97	$ 2,459,094.71	$ 1,424,035.26	63%
	1709	West Woodland Safe Routes to School	$ 20,999.26	$ -	$ 20,999.26	0%
	1716	West Woodland Safe Routes to School	$ 123,863.86	$ -	$ 123,863.86	0%
	1722	Sports Park Drive Pedestrian Overcrossing	$ -	$ 1,534.72	$ (1,534.72)	0%
	1723	Main Street Sanitary Sewer & Storm Repair	$ 46,703.10	$ 196.70	$ 46,506.40	0%
	1905	Matmor & Gum Rehabilitation	$ 199,257.48	$ 190,535.14	$ 8,722.34	96%
	1915	2019 Water Main Replacement Project	$ 50,926.31	$ 8,286.14	$ 42,640.17	16%
	2001	Gibson Road Bicycle/Pedestrian Mobility	$ 220,955.50	$ 1,791.15	$ 219,164.35	1%
	2006	Storm Drainage Outfall Channel Outlet	$ 2,269,304.79	$ 1,540,089.24	$ 729,215.55	68%
	2008	Gibson Road Rehabilitation-CR98 to West St.	$ 236,625.00	$ -	$ 236,625.00	0%
	2101	2022 Water & Sewer Repair and Replacement	$ 907,680.61	$ 193.40	$ 907,487.21	0%
	2102	Groundwater Monitoring Wells	$ 1,540,501.41	$ -	$ 1,540,501.41	0%
	2105	Groundwater Wells Demo Project	$ 124,161.94	$ -	$ 124,161.94	0%
	2201	ADA Improvements	$ 25,000.00	$ -	$ 25,000.00	0%
	2202	E. Main Pump Station Emergency Generators	$ 310,000.00	$ -	$ 310,000.00	0%
	2203	Water Meter Replacement	$ 600,000.00	$ 134,755.36	$ 465,244.64	22%
	2204	2023 Water & Sewer Replacement Project	$ 1,586,865.83	$ 1,186,188.82	$ 400,677.01	75%
	2205	E. Gibson Trunk Sewer Repairs	$ 1,000,000.00	$ -	$ 1,000,000.00	0%
	2206	2021 Road Maintenance /Rehabilitation	$ 25,000.00	$ -	$ 25,000.00	0%
	2208	North Canal Pump Station Pipe Rehabitlitation	$ 329,035.26	$ 108,752.24	$ 220,283.02	33%
	2216	LCC Flood Risk Reduction	$ 3,291,651.62	$ 571,562.14	$ 2,720,089.48	17%
	2301	2023 Road Maintenance	$ 62,461.65	$ 44,428.44	$ 18,033.21	71%
	2302	2024 Water & Sewer Replacement	$ 3,892,951.37	$ 1,740,739.64	$ 2,152,211.73	45%
	2303	Sewer System Hydraulic Model Update	$ 90,000.00	$ -	$ 90,000.00	0%
	2304	Spring Lake Lift Station Pump Replacement	$ 401,563.30	$ 232.59	$ 401,330.71	0%
	2308	2023 ADA Improvements	$ 25,000.00	$ 7,739.14	$ 17,260.86	31%
	2402	2025 Water & Sewer Replacement	$ 4,887,737.00	$ -	$ 4,887,737.00	0%
	2403	2024 ADA Improvements	$ 25,000.00	$ 7,894.00	$ 17,106.00	32%
	2410	Pacific Flyway Pond Enhancement	$ 1,672,000.00	$ 58,301.02	$ 1,613,698.98	3%
	2412	WPCF Grit/Headworks	$ 500,000.00	$ 702.50	$ 499,297.50	0%
General Fund	7980	Cal-Card - Pending Expenditure Transfer	$ -	$ 139.93	$ (139.93)	0%
Internal Service	2109	Enterprise System Replacement	$ 716,852.43	$ 216,624.35	$ 500,228.08	30%
Special Revenue	0707	Zoning Ordinance and CEQA	$ 126,510.56	$ 96,237.69	$ 30,272.87	76%
	1305	East Main St. Improvement Project	$ 374,959.80	$ 433,123.20	$ (58,163.40)	116%
	1905	Matmor & Gum Rehabilitation	$ 2,415,952.51	$ 2,541,464.96	$ (125,512.45)	105%
	2001	Gibson Road Bicycle/Pedestrian Mobility	$ 440,000.00	$ -	$ 440,000.00	0%
	2008	Gibson Road Rehabilitation-CR98 to West St.	$ 629,402.88	$ 4,853.45	$ 624,549.43	1%
	2108	Local Early Action Planning Grant	$ 17,225.48	$ -	$ 17,225.48	0%
	2113	Local Roadway Safety Plan Project	$ 1,866.11	$ 955.30	$ 910.81	51%
	2201	ADA Improvements	$ 140,424.51	$ 140,424.51	$ -	100%
	2212	Armfield & Lemen Ave. Reap Grant	$ 65,443.17	$ 62,047.00	$ 3,396.17	95%
	2213	Main Street Feasibility Project	$ 17,612.13	$ -	$ 17,612.13	0%
	2214	East & Main Street Signal Project	$ 158,450.00	$ 8,372.84	$ 150,077.16	5%
	2215	Pedestrian Crossing Improvement Project	$ 250,000.00	$ -	$ 250,000.00	0%
	2217	Active Transportation Plan	$ 82,439.86	$ 81,728.86	$ 711.00	99%
	2308	2023 ADA Improvements	$ 192,118.05	$ 60,266.70	$ 131,851.35	31%
	2403	2024 ADA Improvements	$ 200,000.00	$ 25,424.90	$ 174,575.10	13%
	2407	South Canal Storm Ditch Widening	$ 120,000.00	$ 111,739.28	$ 8,260.72	93%
Spring Lake	0612	Spring Lake E. Regional Pond Landscaping	$ (23,831.85)	$ -	$ (23,831.85)	0%
	1901	Gibson Landscape Pioneer/Harry Lorenzo	$ 400,000.00	$ -	$ 400,000.00	0%
	1911	Spring Lake Central Park	$ 55,281.91	$ -	$ 55,281.91	0%
	1912	Spring Lake 2019 CIP Update	$ 33,275.63	$ 18,742.74	$ 14,532.89	56%
	1913	Gibson Road Interchange Modification	$ 2,246,011.66	$ 241,356.19	$ 2,004,655.47	11%
	1914	South Area Flowage Easement	$ 106,111.75	$ 13,412.21	$ 92,699.54	13%
	2003	Spring Lake Park N1, Phase 2	$ 4,073,455.60	$ 3,218,136.49	$ 855,319.11	79%
	2006	Storm Drainage Outfall Channel Outlet	$ 525,000.00	$ 253,370.81	$ 271,629.19	48%
	2107	Storm Drain Channel South of Woodland Christiar	$ 400,000.00	$ -	$ 400,000.00	0%
	2114	SR113/County Road 25A Ultimate Interchange M	$ 1,567,082.00	$ -	$ 1,567,082.00	0%
	2405	County Road 25A (Parkland to Meikle)	$ 4,734,636.33	$ 1,919,821.07	$ 2,814,815.26	41%
	2407	South Canal Storm Ditch Widening	$ 460,000.00	$ 428,324.99	$ 31,675.01	93%

ATTACHMENT B

ALL FUNDS REVENUES AND EXPENDITURES

Table 1 – All Funds Revenues

FY2024/25 Revenues							
		Original Budget		Amended Budget		Year-to Date Actuals	%
General Fund	$	68,995,265.00	$	68,995,265.00	$	4,085,368.59	6%
Special Revenue	$	21,552,070.00	$	21,552,070.00	$	1,828,823.70	8%
Debt Service	$	1,550,346.00	$	1,550,346.00	$	-	0%
Development/Capital	$	16,819,436.00	$	16,819,436.00	$	1,560,704.20	9%
Spring Lake	$	8,530,470.00	$	8,530,470.00	$	1,449,743.18	17%
Enterprise Funds	$	54,690,487.00	$	54,690,487.00	$	15,382,471.64	28%
Internal Service	$	23,540,167.00	$	23,540,167.00	$	3,037,383.74	13%
Successor Agency	$	804,940.00	$	804,940.00	$	-	0%
Agency (Assessments)	$	5,658,155.00	$	5,658,155.00	$	-	0%
Total All Funds		202,141,336.00		202,141,336.00		27,344,495.05	14%

- All Funds revenues through the first quarter of fiscal year 2024/25 are $27.34 million, or 14% of the amended budget.

- General Fund revenues are $4.09 million or 6% of the amended budget, with many of the City's major tax revenues yet to be collected during the current fiscal year.

- Special Revenue funds (for the most part) are grant funds that are reimbursed to the City as projects make progress or special assessments with revenues that are received with property tax installments in January and May. Because of this, collection of revenues typically occurs in the later part of each fiscal year.

- Revenues in Debt Service funds come from transfers from other funds, which are typically recorded at the end of the year.

- Development/Capital revenues are $1.56 million or 9% of the amended budget through September 30, 2024. All of the revenues received to date are related to Development Impact fees collected. Measure F funds are also included in the Development/Capital Projects fund category, but sales tax revenues associated with Measure F have not yet been received and transferred to this fund.

- Spring Lake revenues are $1.45 million or 17% of the amended budget. All of the revenues received are related to Spring Lake Infrastructure Fees collected from development activity.

- Enterprise Fund revenues are tracking as projected and consistent with respective fee studies.

- Internal Service Fund revenues are $3.04 million or 13% of the amended budget. These revenues are primarily generated through charges to other funds throughout the year, with some large transfers typically completed later in the fiscal year.

- Successor Agency revenues are typically received in installments during the year, with revenues based on payments for approved obligations each year.

- Agency funds are primarily pass-through special assessment funds with revenues received with property taxes in January and May each year.

Table 2 – All Funds Expenditures by Fund Type

FY2024/25 Expenditures				
	Original Budget	Amended Budget	Year-to Date Actuals	%
Internal Service	$24,172,088	$25,506,433	$9,372,546	37%
General Fund	$72,264,178	$74,483,941	$12,760,438	17%
Enterprise Funds	$60,912,984	$61,903,077	$6,014,823	10%
Special Revenue	$22,620,673	$28,611,929	$3,903,803	14%
Development/Capital	$19,720,897	$91,551,891	$5,721,020	6%
Successor Agency	$583,815	$583,815	$0	0%
Spring Lake	$15,193,449	$15,193,449	$8,266	0%
Debt Service	$1,550,346	$1,550,346	$766,933	49%
Agency	$6,841,737	$6,870,302	$1,154,536	17%
Total All Funds	$223,860,166	$306,255,182	$39,702,366	13%

- Through the first quarter of FY2024/25, All Funds expenditures totaled $39.7 million, or 13% of the amended budget. Operating expenditures appear to be tracking within budget for all fund types.

- Internal Service funds reflect expenditures of $9.37 million, or 37% of the amended budget due mostly to up-front payments made for insurance premiums out of the Self Insurance fund and health insurance premium payments from the Benefits fund.

- General Fund expenditures totaled $12.76 million, or 17% of the amended budget.

- Enterprise funds expenditures are $6.01 million or 10% of the amended budget after three months of activity. This low percentage is due primarily to $9.6 million in budgeted depreciation that is not recorded until the end of the fiscal year, $14.91 million in debt service expenditures that generally occur in mid-fiscal year, and $6.05 million in capital project expenses that are yet to be incurred due to timing and project schedules (see CIP Chart FY2024-25 Quarter 1).

- Special Revenue funds are at $3.9 million or 14% of the amended budget. Of the amended budget, $2.3 million for land acquisition at W. Main Street and Ashely Ave for future affordable housing has been largely unspent; $1.15 million in Project Homekey grant funds for construction of homes at the East Beamer Way campus remain unspent; $555,250 in funds available for First Time Homebuyer loans remain unspent, and $3.12 million in expenditures for capital projects are remaining (see CIP Chart FY2024-25 Quarter 1).

- Development/Capital funds are at $5.72 million or 6% of the amended budget due to many of the planned capital projects budgeted within these funds that are slow in incurring expenses in the first three months of activity this fiscal year. There are $78.28 million in planned project expenses that have yet to be incurred (see CIP Chart FY2024-25 Quarter 1).

- Spring Lake funds are at $8,266 or essentially 0% of the amended budget. Spring Lake funds include capital projects and developer reimbursements that vary in timing of expenditures. The majority of the expenditures for the fiscal year are for reimbursements to developers for infrastructure projects completed, submitted and approved.

- Debt Service fund expenditures are $766,933 or 49% of the amended budget with other scheduled debt payments due later in the year.

- Agency funds reflect expenditures totaling $1.15 million or 17% of the amended budget due to debt service payments made on certain bonds during the first quarter.

Table 3 – All Funds Expenditures by Department

FY2024/25 Expenditures							
		Original Budget		Amended Budget		Year-to Date Actuals	%
Administrative Services	$	27,528,200	$	28,906,298	$	9,352,007	32%
Community Development	$	9,169,575	$	9,504,205	$	1,108,902	12%
Community Services	$	14,567,933	$	20,175,578	$	3,852,063	19%
Police	$	29,453,650	$	30,485,809	$	6,520,357	21%
Fire	$	15,507,424	$	15,789,533	$	3,650,928	23%
Library	$	3,208,648	$	3,389,526	$	569,664	17%
Public Works	$	38,028,512	$	39,261,312	$	4,626,529	12%
Capital Improvements	$	21,438,107	$	92,746,255	$	5,203,999	6%
Non-Departmental	$	64,958,118	$	65,996,667	$	4,817,917	7%
Total All Departments	$	223,860,166	$	306,255,182	$	39,702,366	13%

- At the end of the first quarter of fiscal year 2024/25, most departments appear to be tracking closely to budget.

- Administrative Services is trending slightly above budget for the first three months of operations due to Insurance Premiums that are paid at the beginning of the fiscal year.

- Community Development is at 12% of the amended budget after the first quarter in FY2024/25 due to some internal service charges that have yet to be recorded for the fiscal year.

- Public Works is also at 12% of the amended budget after the first quarter in FY2024/25 due. This low percentage is due mostly to $10.74 million in budgeted depreciation that is not recorded until the end of the fiscal year.

- Capital Improvements have long-term, multi-year budgets. There is significant budget unspent from FY2023/24 that carried-over to FY2024/245. Due to only three (3) months of activity, YTD expenditures appear to be trending low. Please refer to *CIP Chart FY2024/25 Quarter 1* for detailed analysis.

- Non-Departmental budgets include mostly debt service payments and inter-fund transfers. The debt service payments are due periodically throughout the year, and the transfers are generally recorded at fiscal year-end, when operating results are known.

GENERAL FUND REVENUES AND EXPENDITURES

Table 4 – General Fund Revenues

FY2024/25 General Fund Revenues	Original Budget	Amended Budget	Year-to Date Actuals	%
Property Tax	$ 16,971,231	$ 16,971,231	$ -	0%
Sales Tax	$ 30,041,407	$ 30,041,407	$ 2,278,146	8%
Other Taxes (TOT)	$ 2,042,412	$ 2,042,412	$ 229,498	11%
Franchise Fees	$ 3,203,983	$ 3,203,983	$ 235,273	7%
Licenses/Permits	$ 2,503,854	$ 2,503,854	$ 985,076	39%
Fines/Forfeitures	$ 237,764	$ 237,764	$ 37,782	16%
Service Charges	$ 974,609	$ 974,609	$ 127,362	13%
Motor Vehicle In Lieu	$ 7,420,061	$ 7,420,061	$ -	0%
Intergovernmental	$ 318,314	$ 318,314	$ 40,127	13%
Lease/Interest Income	$ 1,259,856	$ 1,259,856	$ -	0%
Miscellaneous	$ 4,021,774	$ 4,021,774	$ 152,105	4%
Transfers	$ -	$ -	$ -	0%
Total General Fund	$ 68,995,265	$ 68,995,265	$ 4,085,369	6%

- Through the end of the first quarter of FY2024/25, General Fund revenues are $4.09 million or 6% of the amended budget.

- The City will not receive the first installment of property tax payments until January 2025. Information received from Yolo County indicates that the total assessed value increased by 6.12% from the prior year; the FY2024/25 budget assumed a 4.5% growth factor.

- A small portion of Sales Tax payments or 8% of the amended budget has been received through the month of September 2024. YTD revenues are based on just one payment received for the fiscal year. Projections for fiscal year activity are closely monitored by staff and will be updated with midyear projections.

- Licenses and Permit revenue is trending higher than most categories due to housing and commercial development activity that is generally higher during the summer months.

- The Motor Vehicle In Lieu revenues are received in conjunction with the City's property tax revenues, which do not get distributed until January and May. These revenues trend in line with changes to assessed value, therefore the annual change will be consistent with the property tax information noted above.

- Intergovernmental revenue was $40,127 or 13% of the amended budget due to revenue collected from the State. This revenue also includes grant reimbursements that are collected later in the fiscal year.

- Most of the Lease and Interest Income revenue in this category is from interest earned on citywide investments, which will not be allocated until the end of the fiscal year.

Table 5 – General Fund Expenditures by Category

FY2024/25 General Fund Expenditures

	Original Budget	Amended Budget	Year-to Date Actuals	%
Personnel	$ 40,076,327	$ 40,086,327	$ 9,360,450	23%
Supplies & Services	$ 8,847,538	$ 10,950,751	$ 2,679,426	24%
Education & Training	$ 354,494	$ 378,502	$ 125,058	33%
Capital Expenditures	$ -	$ 17,627	$ 1,455	8%
Non-Discretionary	$ 8,795,520	$ 8,860,435	$ 594,049	7%
Operating Transfers	$ 14,190,299	$ 14,190,299	$ -	0%
Total All Categories	$ 72,264,178	$ 74,483,941	$ 12,760,438	17%

- Through the first quarter of FY2024/25, General Fund expenditures total $12.76 million or 17% of the amended budget.

- Personnel costs are trending to be on target with budget, at 23% of amended budget through the first quarter.

- Supplies & Services/Education & Training expenses are on target with the amended budget through the first quarter. Expenses within these categories vary depending on when services are needed and when training takes place.

- Capital Expenditures are at 8% of the amended budget with equipment purchases that have incurred minimal costs. The $17,627 amended budget is largely due to encumbrance budget rollover from FY2023/24 for security projects at both the Library and one of the City’s Fire stations that will be completed in FY2024/25.

- Operating Transfers consist primarily of the transfer of Measure F and Measure R sales taxes received to the capital projects fund, as well as the annual subsidy for the Storm Drain and Cemetery operations and the annual contribution to pre-fund other post-employment benefits. Fund transfers are typically recorded toward the end of the fiscal year, when more accurate information is available regarding required transfer amount.

Table 6 – General Fund Expenditures by Department

FY2024/25 General Fund Expenditures

	Original Budget	Amended Budget	Year-to Date Actuals	%
Administrative Services	$ 4,778,582	$ 5,043,788	$ 930,899	18%
Community Development	$ 4,132,694	$ 4,349,742	$ 658,905	15%
Community Services	$ 6,486,223	$ 6,763,492	$ 1,584,128	23%
Police	$ 25,859,298	$ 26,080,760	$ 5,615,517	22%
Fire	$ 14,107,818	$ 14,247,264	$ 3,290,588	23%
Library	$ 2,124,782	$ 2,203,184	$ 352,021	16%
Public Works	$ 796,971	$ 833,400	$ 183,581	22%
Capital Improvements	$ -	$ -	$ 1,012	0%
Non-Departmental	$ 13,977,811	$ 14,962,311	$ 143,787	1%
Total All Departments	$ 72,264,178	$ 74,483,941	$ 12,760,438	17%

- After the first quarter of FY2024/25, most departments appear to be tracking in line with the amended budget; amounts and will continue to be monitored and updated throughout the year.

- Community Development is at 15% of the amended budget after the first quarter in FY2024/25 due to some internal service charges that have yet to be recorded for the fiscal year.

- Library is at 16% of the amended budget after the first quarter in FY2024/25 also due to some internal service charges that have yet to be recorded for the fiscal year.

- Non-Departmental expenditures consist primarily of the transfer of Measure F and Measure R sales taxes received to the other funds, as well as the subsidy for the Storm Drain and Cemetery operations. The expenses in this category are typically recorded toward the end of the fiscal year, when more accurate information is available regarding the transfer actually required.

CIP Chart FY2024/25 Quarter 1

		Project Name	Amended Budget	Year-to-Date Expenditures	Balance	Percent Spent
Development/Capital	0228	Traffic Engineering Services	$ 101,304.06	$ -	$ 101,304.06	0%
	0606	2002 ADA Improvements	$ 65,268.75	$ 10,954.15	$ 54,314.60	17%
	0612	2006 ADA Improvements	$ 5,972.36	$ -	$ 5,972.36	0%
	0614	Annual In-House Road Program Support	$ 1,059,079.17	$ 59,438.27	$ 999,640.90	6%
	0707	Zoning Ordinancec & CEQA	$ 40,604.11	$ 10,331.24	$ 30,272.87	25%
	0821	Annual Sewer Repair and Replacement	$ 4,910,854.07	$ 9,172.50	$ 4,901,681.57	0%
	0822	Preliminary Odor Abatement	$ 174,933.62	$ -	$ 174,933.62	0%
	0841	2008 ADA Improvements	$ 98,770.00	$ 48,052.50	$ 50,717.50	49%
	0915	FloodSAFE Yolo/Cache Creek Feasibility	$ 186,235.66	$ 2,758.01	$ 183,477.65	1%
	0923	Water System Replacement Repairs	$ 950,357.32	$ 4,211.41	$ 946,145.91	0%
	0931	Storz Pond Maintenance	$ 2,040.73	$ -	$ 2,040.73	0%
	1011	Treatment Plant Exp-Biosolids	$ 107,791.38	$ -	$ 107,791.38	0%
	1305	East Main St. Improvement Project	$ 253,446.06	$ 1,265.70	$ 252,180.36	0%
	1402	Wastewater Asset Replacement	$ 17,779.56	$ 131,424.46	$ (113,644.90)	739%
	1403	Replacement of Orangeberg Sewer Laterals	$ 1,367,621.33	$ 6,538.81	$ 1,361,082.52	0%
	1407	Sewer Collection/Wastewater Master	$ -	$ 853.03	$ (853.03)	0%
	1502	New ASR Well Construction	$ 178,309.87	$ -	$ 178,309.87	0%
	1504	Chromium 6 Investigations	$ 68,248.59	$ -	$ 68,248.59	0%
	1602	New Traffic Signal-Freeway Drive/East Main Street	$ 450,000.00	$ -	$ 450,000.00	0%
	1603	Storm Water Quality Design Manual Update	$ 107,028.97	$ -	$ 107,028.97	0%
	1610	2016 ADA Improvements	$ 2,061,020.69	$ 167.42	$ 2,060,853.27	0%
	1702	New Traffic Signal-Kentucky Avenue/Cottonwood Road	$ 449,727.20	$ -	$ 449,727.20	0%
	1705	ASR Wells #31	$ 5,511,605.14	$ 6,826.96	$ 5,504,778.18	0%
	1707	Recycled Water Master Plan	$ 1,915,238.96	$ 767,477.40	$ 1,147,761.56	40%
	1709	West Woodland Safe Routes to School	$ 20,999.26	$ -	$ 20,999.26	0%
	1716	West Woodland Safe Routes to School	$ 267,358.21	$ -	$ 267,358.21	0%
	1721	North Regional Pond & Pump Station	$ 4,102.50	$ -	$ 4,102.50	0%
	1722	Sports Park Drive Pedestrian Overcrossing	$ 367,860.08	$ 6,715.37	$ 361,144.71	2%
	1723	Main Street Sanitary Sewer & Storm Repair	$ 113,286.40	$ -	$ 113,286.40	0%
	1804	2018 ADA Improvements	$ 16,164.84	$ -	$ 16,164.84	0%
	1901	2019 ADA Improvements	$ 457,000.00	$ -	$ 457,000.00	0%
	1905	Matmor & Gum Rehabilitation	$ 156,724.22	$ 504,524.93	$ (347,800.71)	322%
	1906	Traffic Calming Program	$ 100,000.00	$ 683.79	$ 99,316.21	1%
	1911	Spring Lake Central Park	$ 55,281.91	$ -	$ 55,281.91	0%
	1912	Spring Lake 2019 CIP Update	$ 14,532.89	$ 1,343.22	$ 13,189.67	9%
	1913	Gibson Road Interchange Modification	$ 2,043,423.25	$ 19,856.17	$ 2,023,567.08	1%
	1914	South Area Flowage Easement	$ 99,268.29	$ -	$ 99,268.29	0%
	1915	2019 Water Main Replacement Project	$ 42,640.17	$ -	$ 42,640.17	0%
	1917	Regional Park Site	$ 100,192.16	$ 2,384.97	$ 97,807.19	2%
	1918	Southeast Area Pool Project	$ 14,702,790.64	$ 600,800.43	$ 14,101,990.21	4%
	1922	2019 ADA Improvements	$ 7,708.90	$ -	$ 7,708.90	0%
	1923	2019 ADA Improvements	$ 13,690.68	$ -	$ 13,690.68	0%
	2001	Gibson Road Bicycle/Pedestrian Mobility	$ 2,526,275.34	$ 3,009.12	$ 2,523,266.22	0%
	2003	2020 ADA Improvements	$ 976,785.33	$ 3,476.22	$ 973,309.11	0%
	2004	E. Gibson/Harry Lorenzo/Bourn Traffic Signal	$ 1,290,000.00	$ -	$ 1,290,000.00	0%
	2006	Storm Drainage Outfall Channel Outlet	$ 237,173.03	$ -	$ 237,173.03	0%
	2008	Gibson Road Rehabilitation-CR98 to West St.	$ 2,140,685.83	$ 2,576.40	$ 2,138,109.43	0%
	2101	2022 Water & Sewer Repair and Replacement	$ 907,487.21	$ -	$ 907,487.21	0%
	2102	Groundwater Monitoring Wells	$ 1,550,970.16	$ -	$ 1,550,970.16	0%
	2105	Groundwater Wells Demo Project	$ 124,161.94	$ -	$ 124,161.94	0%
	2107	Storm Drain Hannel S. of Woodland Christian	$ 400,000.00	$ -	$ 400,000.00	0%
	2108	Local Early Action Planning Grant	$ 20,463.70	$ -	$ 20,463.70	0%
	2109	Enterprise System Replacement	$ 1,097,438.61	$ 69,995.45	$ 1,027,443.16	6%
	2113	2021 ADA Improvements	$ 3,910.81	$ -	$ 3,910.81	0%
	2114	SR 113/CR 25 Ultimate Interchange Modifications	$ 1,843,672.58	$ 22,621.78	$ 1,821,050.80	1%
	2201	ADA Improvements	$ 35,000.00	$ 2,751.39	$ 32,248.61	8%
	2202	E. Main Pump Station Emergency Generators	$ 310,000.00	$ 725.39	$ 309,274.61	0%
	2203	Water Meter Replacement	$ 532,157.12	$ -	$ 532,157.12	0%
	2204	2023 Water & Sewer Replacement Project	$ 400,677.01	$ 1,285.76	$ 399,391.25	0%
	2205	E. Gibson Trunk Sewer Repairs	$ 1,000,000.00	$ -	$ 1,000,000.00	0%
	2206	2021 Road Maintenance /Rehabilitation	$ 39,463.27	$ -	$ 39,463.27	0%
	2208	North Canal Pump Station Pipe Rehabitlitation	$ 231,559.59	$ 894.00	$ 230,665.59	0%
	2212	Armfield-Lemen Ave REAP Grant	$ 6,819.17	$ -	$ 6,819.17	0%
	2213	Main Street Feasibility Project	$ 144,862.61	$ 3,648.18	$ 141,214.43	3%

		Project Name	Amended Budget	Year-to-Date Expenditures	Balance	Spent
Development/Capital Cont.	2214	East & Main Street Signal Project	$ 339,067.60	$ 5,257.49	$ 333,810.11	2%
	2215	Pedestrian Crossing Improvement Project	$ 326,800.00	$ 10,815.65	$ 315,984.35	3%
	2216	LCC Flood Risk Reduction	$ 4,911,305.70	$ 27,786.12	$ 4,883,519.58	1%
	2217	Active Transportation Plan	$ 15,748.89	$ -	$ 15,748.89	0%
	2301	2023 Road Maintenance	$ 2,405,601.52	$ 1,566,679.40	$ 838,922.12	65%
	2302	2024 Water & Sewer Replacement	$ 3,209,242.02	$ 453,945.73	$ 2,755,296.29	14%
	2303	Sewer System Hydraulic Model Update	$ 90,000.00	$ -	$ 90,000.00	0%
	2304	Spring Lake Lift Station Pump Replacement	$ 401,330.71	$ -	$ 401,330.71	0%
	2305	2023 ADA Improvements	$ 50,000.00	$ -	$ 50,000.00	0%
	2306	E. Gibson Road-Matmor Road Signal Modifications	$ 550,000.00	$ -	$ 550,000.00	0%
	2307	New Traffic Signal - CR102 & Kentucky Ave.	$ 525,000.00	$ -	$ 525,000.00	0%
	2308	2023 ADA Improvements	$ 149,112.21	$ -	$ 149,112.21	0%
	2401	2024 Road Maintenance	$ 1,349,540.00	$ -	$ 1,349,540.00	0%
	2402	2025 Water & Sewer Replacement	$ 270,390.00	$ 119,353.04	$ 151,036.96	44%
	2403	2024 ADA Improvements	$ 191,681.10	$ 11,247.41	$ 180,433.69	6%
	2404	Grant Planning and Application	$ 25,000.00	$ 10,314.00	$ 14,686.00	41%
	2405	County Road 25A (Parkland to Meikle)	$ 4,153,274.27	$ 570,138.47	$ 3,583,135.80	14%
	2406	I-5/SR1113 Freeway to Freeway	$ 29,841.26	$ 6,608.17	$ 23,233.09	22%
	2407	South Canal Storm Ditch Widening	$ 39,935.73	$ -	$ 39,935.73	0%
	2408	Community Center Parking Lot Expansion	$ 1,538,334.15	$ 5,786.36	$ 1,532,547.79	0%
	2409	Downtown Parking Lot Rehabilitation	$ 575,000.00	$ 1,627.97	$ 573,372.03	0%
	2410	Pacific Flyway Pond Enhancement	$ 2,147,734.46	$ 34,415.00	$ 2,113,319.46	2%
	2411	Traffic Signal EVP Upgrades	$ 200,000.00	$ -	$ 200,000.00	0%
	2412	WPCF Grit/Headworks	$ 852,227.50	$ 34,513.75	$ 817,713.75	4%
	2413	1st St Public Parking Lot Rehab	$ 750,000.00	$ 874.88	$ 749,125.12	0%
	2502	2025 Road Maintenance	$ 1,500,000.00	$ 1,081.45	$ 1,498,918.55	0%
	2503	City of Woodland Safety Action Plan	$ 70,000.00	$ -	$ 70,000.00	0%
	2505	Public Safety Radio System Upgrade	$ 1,150,000.00	$ -	$ 1,150,000.00	0%
	2509	Fire Admin Relocation	$ 250,000.00	$ -	$ 250,000.00	0%
	2510	Hiddleson Park Phase 1 & 2	$ 660,000.00	$ -	$ 660,000.00	0%
	2511	Underground Erosion Control	$ 50,000.00	$ -	$ 50,000.00	0%
	9445	Library Material Collection	$ 170,000.00	$ 25,734.98	$ 144,265.02	15%
	9524	Planning Analysis Studies	$ 40,000.00	$ 410.43	$ 39,589.57	1%
Enterprise Funds	0821	Annual Sewer Repair and Replacement	$ 1,190,000.00	$ -	$ 1,190,000.00	0%
	0923	Water System Replacement Repairs	$ 700,000.00	$ -	$ 700,000.00	0%
	1011	Treatment Plant Exp-Biosolids	$ 770,000.00	$ -	$ 770,000.00	0%
	1402	Wastewater Asset Replacement	$ 1,410,972.50	$ -	$ 1,410,972.50	0%
	1403	Replacement of Orangeberg Sewer Laterals	$ 500,000.00	$ -	$ 500,000.00	0%
	1407	Sewer Collection/Wastewater Master	$ 85,057.61	$ 9,632.39	$ 75,425.22	11%
	1415	Large Diameter Wastewater Pipeline Repair/Replace.	$ 500,000.00	$ -	$ 500,000.00	0%
	2203	Water Meter Replacement	$ 200,000.00	$ -	$ 200,000.00	0%
	2401	2024 Road Maintenance	$ 25,000.00	$ -	$ 25,000.00	0%
	2501	2026 Water and Sewer Replacement	$ 400,000.00	$ -	$ 400,000.00	0%
	2504	2025 ADA Improvements	$ 25,000.00	$ -	$ 25,000.00	0%
	2506	2025 Urban Water Management Plan	$ 166,000.00	$ -	$ 166,000.00	0%
	2507	2025 Waters Infrastructure Act	$ 85,000.00	$ -	$ 85,000.00	0%
General Fund	7980	Cal Card Charge - Pending Expense Transfer	$ -	$ 1,011.62	$ (1,011.62)	0%
Special Revenue	1905	Matmor & Gum Rehabilitation	$ 1,400,000.00	$ -	$ 1,400,000.00	0%
	2213	Main Street Feasibility Project	$ 300,000.00	$ -	$ 300,000.00	0%
	2403	2024 ADA Improvements	$ 117,232.00	$ -	$ 117,232.00	0%
	2503	City of Woodland Safety Action Plan	$ 200,000.00	$ -	$ 200,000.00	0%
	2504	2025 ADA Improvements	$ 200,000.00	$ -	$ 200,000.00	0%
	2508	E St Corridor Rd	$ 900,000.00	$ -	$ 900,000.00	0%
Spring Lake	2305	2023 ADA Improvements	$ 100,000.00	$ -	$ 100,000.00	0%