



City of Woodland
Meeting Agenda
City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

July 15, 2025
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 recommend the City Council receive the Long Range Calendar for informational purposes only.

F. PRESENTATIONS

3. SUBJECT: 2025 Woodland Regional Park Preserve Photo Contest Winner

RECOMMENDATION FOR ACTION: Staff recommend the City Council receive a brief presentation and recognize the winner of our 2025 Woodland Regional Park Preserve Photography Contest.

G. CONSENT CALENDAR

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

RECOMMENDATION FOR ACTION: Staff recommend the City Council appoint Stacie Lewis as a member of the Manufactured Homes Fair Practices Commission.

5. SUBJECT: Salary Schedule Effective July 1, 2025

RECOMMENDATION FOR ACTION: Staff recommend the City Council approve the Salary Schedule effective July 1, 2025.

6. SUBJECT: Special Assessment Tax Roll Collections - Fiscal Year 2025/26

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, Requesting Collection of Charges on the Fiscal Year 2025/26 Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and Community Facilities Districts described herein.

7. SUBJECT: Community Services Department Quarterly Status Report for the Fourth Quarter FY25

RECOMMENDATION FOR ACTION: Staff recommend the City Council receive the Community Services Department Quarterly Status Report for the Fourth Quarter of FY25.

8. SUBJECT: Approval to Cast City Ballot for Springlake Fire Protection District Prop 218 Assessment

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, approving the proposed property assessment under Proposition 218 for parcels owned by the City within the Springlake Fire Protection District, and to approve casting a "Yes" vote on the assessment ballot and authorizing the City Manager to submit the ballot on behalf of the City.

9. SUBJECT: Receive and File the Manufactured Home Fair Practices Commission Annual Report for the 2024 Program Year

RECOMMENDATION FOR ACTION: Staff recommend the City Council receive and file the Manufactured Home Fair Practices Commission Annual Report for the 2024 program year.

10. SUBJECT: Certification of the 2025 Sewer System Management Plan

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, certifying the 2025 Revised Sewer System Management Plan.

11. SUBJECT: Award Construction Contract for the Downtown Parking Lot Rehabilitation Project, CIP 24-09 and the First Street Parking Lot Rehabilitation Project, CIP 24-13

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____,

1) Waiving the minor bid irregularity and approving a construction contract for the Downtown Parking Lot Rehabilitation Project, CIP 24-09 and the First Street Parking Lot Rehabilitation Project, CIP 24-13, awarding the construction contract in the amount of \$376,572.19 to JB-TC Ventures LLC (DBA JB Bostick Company), authorizing a contract contingency up to 20% (\$75,314.44), and authorizing the City Manager to execute the construction contract and change orders; and

2) Approving the first amendment to the consultant services agreement with Associated Engineering Consultants, Inc. (AEC) for staff augmentation services related to CIP 24-09 in the amount of \$68,632 bringing the total contract amount to \$152,863.75, authorizing a contract contingency up to 20% of the first amendment (\$13,726.40), and authorizing the City Manager to execute amendments; and

3) Approving the first amendment to the consultant services agreement with AEC for staff augmentation services related to CIP 24-13 in the amount of \$44,352 bringing the total contract amount to \$128,583.75, authorizing a contract contingency up to 20% of the first amendment (\$8,870.40), and authorizing the City Manager to execute amendments.

12. SUBJECT: Allocate Funding and Award Construction Contract for the Water Pollution Control Facility Grit System and Screw Pump Rehabilitation Project, CIP 24-12

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, to

1) Reallocate \$2,500,000 from the Water Pollution Control Facility ("WPCF") Asset Replacement Project, CIP 14-02 to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12;

2) Reallocate \$1,500,000 from the Annual Sewer Repair & Replacement Project, CIP 08-21 to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12;

3) Approve the construction contract for the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12, awarding the construction contract in the amount of \$3,177,200 to Cushman Contracting Corporation, authorizing a contract contingency up to 10% of the base bid amount (\$317,720), and authorizing the City Manager to execute the construction contract and change orders; and

4) Approving a consultant agreement for construction inspection services with WSP USA, Inc., in the amount up to \$307,970, authorizing a contract contingency of up to 10% (\$30,797), and authorizing the City Manager to execute the agreement and amendments.

13. SUBJECT: Request for the Appropriation of Reserve Balances into the Equipment Replacement Fund (2012) to Purchase Replacement Fleet Vehicles

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, 1) Authorizing the appropriation of \$100,000 from the Water (2210) Fund Balance, as well as \$100,000 from the Sewer (2220) Fund Balance as an expense transfer into the Equipment Replacement Fund (2012); and 2) Authorize the appropriation of the same \$200,000 in the Equipment Replacement Fund (2012) for the purchase of replacement vehicles for 2-107 and 3-107.

14. SUBJECT: Request for the City Manager to Execute a Cooperative Fuel Services Agreement with Interstate Oil

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute a cooperative Fuel Services Agreement with Interstate Oil for card-lock fuel services for a total not to exceed an amount of \$1,800,000 through June 30, 2028.

15. SUBJECT: Authorize Purchase Authority for Magnesium Hydroxide for the Water Pollution Control Facility

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute the Water Pollution Control Facility's purchase of magnesium hydroxide from Hill Brothers Chemical Company for a total of \$268,000.

16. SUBJECT: Authorize a One-Year Renewal of San Joaquin Chemicals, Inc. Contract for a Total Not-To-Exceed Amount of \$215,500 for the Purchase of Coagulants in Fiscal Year 2026

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute the second one-year renewal of the San Joaquin Chemicals, Inc. contract for a total amount of \$215,500 for the purchase of coagulants in Fiscal Year 2026.

H. PUBLIC HEARINGS

17. SUBJECT: Proposed Solid Waste Service Rate Increase

RECOMMENDATION FOR ACTION: Staff recommend the City Council:

- 1) Hold a public hearing to consider adopting increases to the rates for collection and handling of solid waste, recycling, and organic waste services within the City;
- 2) Consider all protests, including any written protests submitted prior to the close of the public hearing, tabulate ballots;
- 3) If a majority protest exists, do not approve the proposed increase to customer rates for garbage collection service; and
- 4) If no majority protest exists, adopt Resolution No. _____, establishing new customer rates for garbage collection service, effective September 1, 2025.

18. SUBJECT: Fiscal Year 2025/2026 Community Development Block Grant Annual Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan, and Authorization for Submittal of the Action Plan and the Consolidated Plan

RECOMMENDATION FOR ACTION: Staff recommend the City Council take the following actions:

- 1) Hold a public hearing to receive community input on the Fiscal Year 2025/2026 Community Development Block Grant Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan;
- 2) Adopt Resolution No. _____, approving the 2025-2029 Community Development Block Grant Consolidated Plan in substantially the same form as presented to the City Council with the Fiscal Year 2025/26 Community Development Block Grant Action Plan funding allocations and incorporating any public input received during the public comment period;
- 3) Direct staff to complete the Fiscal Year 2025/2026 Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan, as well as any other related documents required by the U.S. Department of Housing and Urban Development, incorporating the adopted funding allocations and submit both documents to the U.S. Department of Housing and Urban Development;
- 4) Authorize the City Manager to execute any agreements, contracts, or other documents with the appropriate entities to carry out the Community Development Block Grant-funded activities; and
- 5) Authorize the Administrative Services Director to make the budget allocations as specified.

19. SUBJECT: Waste Management Liens

RECOMMENDATION FOR ACTION: Staff recommend the City Council conduct a Public Hearing to receive input from property owners and adopt Resolution No. _____, requesting collection of charges on the 2025-26 tax roll.

20. SUBJECT: 2025 Weed Abatement Program Parcels Not in Compliance

RECOMMENDATION FOR ACTION: Staff recommend the City Council 1) Conduct a public hearing; and 2) Adopt Resolution No. _____, to hear and approve the list of parcels that were out of compliance with weed abatement requirements for the year 2025 and direct the Tax Collector of Yolo County to assess liens against real property to reimburse the City for the cost of removal of weeds, refuse, and dirt from the properties.

I. REPORTS OF THE CITY MANAGER

21. SUBJECT: Appropriation of \$1,500,000 in Affordable Housing Funds in Connection with Tupelo Family Apartments

RECOMMENDATION FOR ACTION: Staff recommend the City Council adopt Resolution No. _____,

- 1) Approving an appropriation of \$1,500,000 from the Affordable Housing In-Lieu Fees Fund (1327) and authorizing the Finance Officer to amend the Fiscal Year 2026 budget as necessary;
- 2) Authorizing the City to enter into a Loan Agreement with Yolo County Housing or its affiliates for the development of Tupelo Family Apartments;
- 3) Approving a fifty-five-year residual receipts loan in the amount of \$1,500,000 with three percent (3%) simple interest for Tupelo Family Apartments;
- 4) Authorizing the City to enter into a regulatory agreement and declaration of restrictive covenants with Tupelo Family Apartments to ensure the affordability of the project for a term of not less than 55 years; and

- 5) Authorizing the City Manager to execute the Loan Agreement and regulatory agreement in a form as prepared and approved by the City Attorney and take such other actions and execute such documents as necessary to make the City loans and ensure the affordability of the project.
22. SUBJECT: Approve a Contract for a Public Art Project at the Woodland Aquatic Center

RECOMMENDATION FOR ACTION: Staff recommend the City Council 1) Receive a presentation regarding the selected artwork and artist; and 2) Adopt Resolution No. _____, appropriating \$100,000 from the Art in Public Places funds in the General Fund and authorizing the City Manager to enter into a public art agreement with artist Brian Valenzuela for the creation and installation of a tile mural at the Woodland Aquatic Center.

J. 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 July 15, 2025 was posted on July 11, 2025 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, CMC
City Clerk

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

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
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: July 15, 2025
ITEM #: E.2
SUBJECT: Long Range Calendar

Recommendation for Action: Staff recommend 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.

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

Ken Hiatt
City Manager

Attachments:

1. Council Long Range Calendar

CITY COUNCIL LONG RANGE CALENDAR

July 16th – August 18th

COUNCIL SUMMER RECESS

August 19th

REGULAR MEETING

Approve Contract Amendment with The Ferguson Group, CIP 22-16
Approve a Consultant Agreement with RBI for the Water Pollution Control Facility
Police Department Semi-Annual Report
Fire Department Semi-Annual Report
Public Works Semi-Annual Report
Woodland Soccer Club – License Agreement Sports Park
Pacific Coast Producers – Development Agreement

September 2nd

REGULAR MEETING

Community Development Department Semi-Annual Report
MOU with Yolo County for Crisis Now Receiving Beds

September 16th

REGULAR MEETING

Sewer and Water Rate Study Presentations
FY24/25 Budget Carry-Overs

Future Topics / Study Sessions:

Yolo Active Transportation Corridors Project Presentation (October) Short-Range Transit Plan Presentation (October) Animal Services Governance Model (TBD) Downtown Parking Management Plan (TBD)
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Updated 7/11/2025



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: F.3
SUBJECT: 2025 Woodland Regional Park Preserve Photo Contest Winner

Recommendation for Action: Staff recommend the City Council receive a brief presentation and recognize the winner of our 2025 Woodland Regional Park Preserve Photography Contest.

Staff Contact:

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

Background:

To help celebrate the recent grand opening of the Woodland Regional Park Preserve, the City promoted a photography contest that began in May and closed on Friday, June 13, 2025.

Discussion:

City staff reviewed the submission and selected photographer Peri Hoke as the winner of the photo contest. Peri's photo demonstrates one of the park preserve's bird boxes in use and is attached to this staff report. In the coming weeks, the City will print and display Peri's winning photo at the kiosk near the entry of the park preserve.

Conclusion:

Staff recommend the City Council receive a brief presentation and recognize the winner of our 2025 Woodland Regional Park Preserve Photography Contest.

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

Ken Hiatt
City Manager

Attachments:

1. Photo Contest Winner July 2025





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.4
SUBJECT: Appointment of Member to the Manufactured Homes Fair Practices Commission

Recommendation for Action: Staff recommend the City Council appoint Stacie Lewis as a member of the Manufactured Homes Fair Practices Commission.

Staff Contact:

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

Background:

There is currently one regular vacancy and two alternate vacancies on the Manufactured Homes Fair Practices Commission (MHFPC). Stacie Lewis previously served one term on the MHFPC, beginning September 6, 2022 and ending June 30, 2025. City staff received Ms. Lewis' application on July 3, 2025. Mayor Lansburgh and Mayor Pro Tempore Stallard reviewed the application and recommended Ms. Lewis' re-appointment to the MHFPC for a three-year term effective July 15, 2025 and ending June 30, 2028.



Ken Hiatt
City Manager

Attachments:

1. Lewis S_MHFPC Application



City Clerk

300 First Street

Woodland, California 95695

FAX

(530) 661-5806
(530) 661-5813

**APPLICATION
BOARD / COMMISSION / ADVISORY COMMITTEE**

Board/Commission/Committee applying for: Manufactured Home Fair Practices

☐

NEW APPOINTMENT

☒

RE-APPOINTMENT

Name: Stacie Lewis

Address: [REDACTED]

Woodland CA 95695

Home Phone Number: [REDACTED]

Work/Cell Number: [REDACTED]

E-Mail Address: [REDACTED]

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

I reside within the City limits of the City of Woodland.

X Yes No

Are you currently serving on a City Board or Commission?

X Yes No

If yes, please state which: Manufactured Home Fair Practices

I have economic interests that may result in a conflict of interest.

 Yes X No

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

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

I have served one 3 year term on this commission. I value how important this commission is for the residents of these communities. I would like to continue to advocate for these residents and community members.

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

Second Choice:

Employment experience: I have more than 9 years of experience in the Architecture field with 8 years as a Design Professional at my current firm in Sacramento, Architectural Nexus.

My role as a Design Professional includes:

Completing building plans for construction and review by DSA, city or state jurisdictional approval.

Providing technical guidance and attending client and construction meetings.

Reviewing and comparing building materials and compatibility of materials with building assemblies and design standards.

Research and implementation of design criteria, sustainability measures, zoning, and any necessary city state or federal building codes that might apply to a specific project.

Educational background and other training: Masters Degree in Architecture from Drury University

Organization and community activity experience: _____

- Member of Nexus' ESOP Committee, help ran coworker events including knowledge sharing and activity breakouts for company stock ownership plan.

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

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

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

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

Please provide two personal or professional references:

Name	Address	Phone No.
Victor Burbank	Woodland, CA [REDACTED]	[REDACTED]
Megan Repka	Sacramento, CA [REDACTED]	[REDACTED]

Stacie Lewis

7/2/2025

Signature of Applicant

Date

City Use: Received _____ Eligibility _____ Disposition _____

Notes:



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.5
SUBJECT: Salary Schedule Effective July 1, 2025

Recommendation for Action: Staff recommend the City Council approve the Salary Schedule effective July 1, 2025.

Staff Contact:

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

Fiscal Impact:

The action to approve the revisions to the salary schedule has no direct fiscal impact. Relevant salaries were calculated and assumed in the Fiscal Year 2025/26 budget.

Background:

The California Public Employees' Retirement System (CalPERS) requires that the City Council adopt and approve the citywide salary schedule every quarter. This staff report serves to meet the CalPERS requirement for the revised salary schedule effective July 1, 2025.

Discussion:

The salary scheduled is consistent with current employee contracts and with the approved Memorandums of Understanding (MOUs) with various employee bargaining groups in the City.

Changes effective July 1, 2025 are related to general cost of living adjustments included in the MOUs of the following groups:

- Woodland Police Officers' Association - 3% increase
- Woodland Police Supervisor's Association - 3% increase
- Police Mid-Management Association - 1% increase
- Woodland Professional Firefighter's Association - 3% increase
- Fire Mid-Management Association - 3% increase
- Woodland City Employees' Association - 4% increase

Conclusion:

Staff recommend the City Council approve the Salary Schedule effective July 1, 2025.

Prepared by: Kim McKinney, Administrative Services Director



Ken Hiatt
City Manager

Attachments:

1. Salary Schedule - 07.01.2025

CITY OF WOODLAND - SALARY SCHEDULE

Effective July 1, 2025

REGULAR FULL-TIME EMPLOYEES - BIWEEKLY/MONTHLY SALARY

CLASSIFICATION	GRADE	GROUP	Period	1	2	3	4	5	6	7	8
ACCOUNTANT I	M116	MMPA	Bi-Weekly	\$2,637.02	\$2,768.87	\$2,907.32	\$3,052.68	\$3,205.31	\$3,365.57	-	-
			Monthly	\$5,713.54	\$5,999.22	\$6,299.19	\$6,614.13	\$6,944.84	\$7,292.07	-	-
ACCOUNTANT II	M120	MMPA	Bi-Weekly	\$2,910.78	\$3,056.31	\$3,209.12	\$3,369.59	\$3,538.08	\$3,714.96	-	-
			Monthly	\$6,306.70	\$6,622.00	\$6,953.10	\$7,300.78	\$7,665.83	\$8,049.09	-	-
ACCOUNTING TECHNICIAN	G45	WCEA	Bi-Weekly	\$2,363.11	\$2,481.25	\$2,605.32	\$2,735.59	\$2,872.38	\$3,015.98	-	-
			Monthly	\$5,120.07	\$5,376.04	\$5,644.85	\$5,927.11	\$6,223.48	\$6,534.63	-	-
ADMIN SERVICES DIRECTOR	116	MGMT	Bi-Weekly	\$6,228.23	-	-	-	\$7,996.15	-	-	-
			Monthly	\$13,494.50	-	-	-	\$17,325.00	-	-	-
ADMINISTRATIVE CLERK I	G28	WCEA	Bi-Weekly	\$1,553.01	\$1,630.68	\$1,712.21	\$1,797.81	\$1,887.71	\$1,982.09	-	-
			Monthly	\$3,364.86	\$3,533.14	\$3,709.78	\$3,895.25	\$4,090.04	\$4,294.53	-	-
ADMINISTRATIVE CLERK II	G32	WCEA	Bi-Weekly	\$1,714.24	\$1,799.96	\$1,889.94	\$1,984.45	\$2,083.67	\$2,187.85	-	-
			Monthly	\$3,714.19	\$3,899.90	\$4,094.88	\$4,299.64	\$4,514.62	\$4,740.33	-	-
ADMINISTRATIVE CLERK III	G36	WCEA	Bi-Weekly	\$1,892.19	\$1,986.82	\$2,086.16	\$2,190.47	\$2,300.00	\$2,414.99	-	-
			Monthly	\$4,099.75	\$4,304.79	\$4,520.00	\$4,746.02	\$4,983.33	\$5,232.48	-	-
ADMINISTRATIVE SECRETARY	G42	WCEA	Bi-Weekly	\$2,194.37	\$2,304.10	\$2,419.29	\$2,540.26	\$2,667.28	\$2,800.64	-	-
			Monthly	\$4,754.47	\$4,992.22	\$5,241.79	\$5,503.90	\$5,779.10	\$6,068.04	-	-
ADMINISTRATIVE SUPERVISOR	G47	WCEA	Bi-Weekly	\$2,482.74	\$2,606.86	\$2,737.21	\$2,874.06	\$3,017.78	\$3,168.66	-	-
			Monthly	\$5,379.26	\$5,648.21	\$5,930.62	\$6,227.13	\$6,538.51	\$6,865.43	-	-
ASSISTANT ENGINEER	M125	MMPA	Bi-Weekly	\$3,293.28	\$3,457.94	\$3,630.84	\$3,812.37	\$4,002.99	\$4,203.14	-	-
			Monthly	\$7,135.43	\$7,492.20	\$7,866.82	\$8,260.13	\$8,673.15	\$9,106.81	-	-
ASSISTANT PLANNER	M118	MMPA	Bi-Weekly	\$2,770.52	\$2,909.05	\$3,054.49	\$3,207.23	\$3,367.58	\$3,535.96	-	-
			Monthly	\$6,002.80	\$6,302.94	\$6,618.06	\$6,948.99	\$7,296.43	\$7,661.24	-	-
ASSOCIATE CIVIL ENGINEER	M131	MMPA	Bi-Weekly	\$3,819.19	\$4,010.15	\$4,210.65	\$4,421.19	\$4,642.24	\$4,874.36	-	-
			Monthly	\$8,274.92	\$8,688.65	\$9,123.07	\$9,579.24	\$10,058.19	\$10,561.11	-	-
ASSOCIATE ENGINEER	M127	MMPA	Bi-Weekly	\$3,460.00	\$3,633.00	\$3,814.64	\$4,005.38	\$4,205.65	\$4,415.93	-	-
			Monthly	\$7,496.67	\$7,871.50	\$8,265.05	\$8,678.32	\$9,112.24	\$9,567.84	-	-
ASSOCIATE PLANNER	M124	MMPA	Bi-Weekly	\$3,212.95	\$3,373.60	\$3,542.27	\$3,719.39	\$3,905.36	\$4,100.63	-	-
			Monthly	\$6,961.40	\$7,309.47	\$7,674.92	\$8,058.68	\$8,461.61	\$8,884.70	-	-
BUILDING INSPECTOR I	G49	WCEA	Bi-Weekly	\$2,608.42	\$2,738.84	\$2,875.78	\$3,019.57	\$3,170.54	\$3,329.07	-	-
			Monthly	\$5,651.57	\$5,934.15	\$6,230.85	\$6,542.39	\$6,869.51	\$7,212.98	-	-
BUILDING INSPECTOR II	G53	WCEA	Bi-Weekly	\$2,879.20	\$3,023.18	\$3,174.32	\$3,333.05	\$3,499.69	\$3,674.67	-	-
			Monthly	\$6,238.27	\$6,550.21	\$6,877.70	\$7,221.60	\$7,582.67	\$7,961.79	-	-
BUS ENGAGE/RSRCE CONS PROG MGR	M124	MMPA	Bi-Weekly	\$3,212.95	\$3,373.60	\$3,542.27	\$3,719.39	\$3,905.36	\$4,100.63	-	-
			Monthly	\$6,961.40	\$7,309.47	\$7,674.92	\$8,058.68	\$8,461.61	\$8,884.70	-	-
CDD DEPUTY DIRECTOR	120	MGMT	Bi-Weekly	\$4,925.32	-	-	-	\$6,314.76	-	-	-
			Monthly	\$10,671.53	-	-	-	\$13,681.99	-	-	-

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CHIEF BUILDING OFFICIAL	M140	MMPA	Bi-Weekly	\$4,769.64	\$5,008.12	\$5,258.52	\$5,521.46	\$5,797.52	\$6,087.40	-	-
			Monthly	\$10,334.21	\$10,850.92	\$11,393.47	\$11,963.16	\$12,561.30	\$13,189.37	-	-
CHIEF COLLECTION SYSTEM OPER	M132	MMPA	Bi-Weekly	\$3,914.66	\$4,110.40	\$4,315.92	\$4,531.70	\$4,758.30	\$4,996.22	-	-
			Monthly	\$8,481.77	\$8,905.86	\$9,351.17	\$9,818.69	\$10,309.66	\$10,825.15	-	-
CHIEF INFORMATION OFFICER	M142	MMPA	Bi-Weekly	\$5,011.10	\$5,261.66	\$5,524.74	\$5,800.98	\$6,091.03	\$6,395.58	-	-
			Monthly	\$10,857.39	\$11,400.27	\$11,970.28	\$12,568.79	\$13,197.23	\$13,857.09	-	-
CHIEF WATER SYSTEM OP	M132	MMPA	Bi-Weekly	\$3,914.66	\$4,110.40	\$4,315.92	\$4,531.70	\$4,758.30	\$4,996.22	-	-
			Monthly	\$8,481.77	\$8,905.86	\$9,351.17	\$9,818.69	\$10,309.66	\$10,825.15	-	-
CIRCULATION SUPERVISOR	G37	WCEA	Bi-Weekly	\$1,939.50	\$2,036.47	\$2,138.31	\$2,245.21	\$2,357.49	\$2,475.36	-	-
			Monthly	\$4,202.25	\$4,412.36	\$4,633.00	\$4,864.63	\$5,107.89	\$5,363.27	-	-
CITY CLERK	125	MGMT	Bi-Weekly	\$4,804.62	-	-	-	\$6,130.38	-	-	-
			Monthly	\$10,410.00	-	-	-	\$13,282.50	-	-	-
CITY COUNCIL	110	CNCL	Bi-Weekly	\$115.38	-	-	-	-	-	-	-
			Monthly	\$250.00	-	-	-	-	-	-	-
CITY ENGINEER	M145	MMPA	Bi-Weekly	\$5,396.41	\$5,666.23	\$5,949.53	\$6,247.02	\$6,559.37	\$6,887.33	-	-
			Monthly	\$11,692.23	\$12,276.84	\$12,890.65	\$13,535.22	\$14,211.97	\$14,922.55	-	-
CITY MANAGER	101	CM	Bi-Weekly	\$11,682.58	-	-	-	-	-	-	-
			Monthly	\$25,312.25	-	-	-	-	-	-	-
CODE COMPLIANCE OFFICER I	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
CODE COMPLIANCE OFFICER II	G50	WCEA	Bi-Weekly	\$2,673.63	\$2,807.31	\$2,947.67	\$3,095.05	\$3,249.82	\$3,412.30	-	-
			Monthly	\$5,792.86	\$6,082.51	\$6,386.61	\$6,705.95	\$7,041.28	\$7,393.32	-	-
COMM & STRATEGIC POLICY MGR	M134	MMPA	Bi-Weekly	\$4,112.86	\$4,318.48	\$4,534.41	\$4,761.12	\$4,999.19	\$5,249.16	-	-
			Monthly	\$8,911.19	\$9,356.71	\$9,824.56	\$10,315.77	\$10,831.57	\$11,373.17	-	-
COMM ENHANCEMENT SPECIALIST	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
COMM RISK REDUCTION SPEC I	185A	WPFA	Bi-Weekly	\$2,547.85	\$2,675.37	\$2,809.13	\$2,949.59	\$3,097.06	-	-	-
			Monthly	\$5,520.35	\$5,796.64	\$6,086.45	\$6,390.78	\$6,710.29	-	-	-
COMM RISK REDUCTION SPEC II	185B	WPFA	Bi-Weekly	\$2,739.79	\$2,876.78	\$3,020.62	\$3,171.65	\$3,330.24	-	-	-
			Monthly	\$5,936.20	\$6,233.03	\$6,544.68	\$6,871.91	\$7,215.52	-	-	-
COMMUNITY DEVELOPMENT CLERK I	G32	WCEA	Bi-Weekly	\$1,714.24	\$1,799.96	\$1,889.94	\$1,984.45	\$2,083.67	\$2,187.85	-	-
			Monthly	\$3,714.19	\$3,899.90	\$4,094.88	\$4,299.64	\$4,514.62	\$4,740.33	-	-
COMMUNITY DEVELOPMENT CLERK II	G37	WCEA	Bi-Weekly	\$1,939.50	\$2,036.47	\$2,138.31	\$2,245.21	\$2,357.49	\$2,475.36	-	-
			Monthly	\$4,202.25	\$4,412.36	\$4,633.00	\$4,864.63	\$5,107.89	\$5,363.27	-	-
COMMUNITY DEVELOPMENT DIRECTOR	119	MGMT	Bi-Weekly	\$6,228.23	-	-	-	\$7,996.15	-	-	-
			Monthly	\$13,494.50	-	-	-	\$17,325.00	-	-	-
COMMUNITY DEVELOPMENT TECH I	G42	WCEA	Bi-Weekly	\$2,194.37	\$2,304.10	\$2,419.29	\$2,540.26	\$2,667.28	\$2,800.64	-	-
			Monthly	\$4,754.47	\$4,992.22	\$5,241.79	\$5,503.90	\$5,779.10	\$6,068.04	-	-
COMMUNITY DEVELOPMENT TECH II	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-

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			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
COMMUNITY SERVICES DIRECTOR	122	MGMT	Bi-Weekly	\$6,228.23	-	-	-	\$7,996.15	-	-	-
			Monthly	\$13,494.50	-	-	-	\$17,325.00	-	-	-
COMMUNITY SVCS OFFICER	228	WPOA	Bi-Weekly	\$2,204.20	\$2,314.42	\$2,430.14	\$2,551.65	\$2,679.24	\$2,813.20	-	-
			Monthly	\$4,775.77	\$5,014.58	\$5,265.31	\$5,528.57	\$5,805.01	\$6,095.26	-	-
COMMUNITY SVCS PROGRAM MGR	M125	MMPA	Bi-Weekly	\$3,293.28	\$3,457.94	\$3,630.84	\$3,812.37	\$4,002.99	\$4,203.14	-	-
			Monthly	\$7,135.43	\$7,492.20	\$7,866.82	\$8,260.13	\$8,673.15	\$9,106.81	-	-
CONSERVATION COORDINATOR	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
CONTRUCTION PROJECT MANAGER	M129	MMPA	Bi-Weekly	\$3,635.16	\$3,816.91	\$4,007.76	\$4,208.14	\$4,418.56	\$4,639.48	-	-
			Monthly	\$7,876.19	\$8,269.97	\$8,683.47	\$9,117.63	\$9,573.55	\$10,052.21	-	-
CRIME PREVENTION SPECIALIST	231	WPOA	Bi-Weekly	\$2,204.20	\$2,314.42	\$2,430.14	\$2,551.65	\$2,679.24	\$2,813.20	-	-
			Monthly	\$4,775.77	\$5,014.58	\$5,265.31	\$5,528.57	\$5,805.01	\$6,095.26	-	-
DATA SERVICES MANAGER	M136	MMPA	Bi-Weekly	\$4,321.06	\$4,537.11	\$4,763.97	\$5,002.17	\$5,252.28	\$5,514.88	-	-
			Monthly	\$9,362.29	\$9,830.41	\$10,321.94	\$10,838.04	\$11,379.93	\$11,948.91	-	-
DEPUTY FIRE CHIEF	162	FMMA	Bi-Weekly	\$5,710.39	\$5,995.91	\$6,295.70	\$6,610.48	\$6,997.49	-	-	-
			Monthly	\$12,372.51	\$12,991.13	\$13,640.69	\$14,322.71	\$15,161.24	-	-	-
DEPUTY POLICE CHIEF	205	PMMA	Bi-Weekly	\$5,662.61	\$5,945.75	\$6,243.03	\$6,555.19	\$6,882.95	\$7,227.10	\$7,588.45	\$7,967.88
			Monthly	\$12,269.00	\$12,882.47	\$13,526.57	\$14,202.92	\$14,913.06	\$15,658.71	\$16,441.65	\$17,263.73
DEPUTY PW DIRECTOR - UTILITIES	138	MGMT	Bi-Weekly	\$4,925.32	-	-	-	\$6,314.76	-	-	-
			Monthly	\$10,671.53	-	-	-	\$13,681.99	-	-	-
DNU - FOR TESTING	G28	WCEA	Bi-Weekly	\$1,553.01	\$1,630.68	\$1,712.21	\$1,797.81	\$1,887.71	\$1,982.09	-	-
			Monthly	\$3,364.86	\$3,533.14	\$3,709.78	\$3,895.25	\$4,090.04	\$4,294.53	-	-
ELECTRICAL/SIGNS & MARK SUPER	M134	MMPA	Bi-Weekly	\$4,112.86	\$4,318.48	\$4,534.41	\$4,761.12	\$4,999.19	\$5,249.16	-	-
			Monthly	\$8,911.19	\$9,356.71	\$9,824.56	\$10,315.77	\$10,831.57	\$11,373.17	-	-
ELECTRICIANS ASSISTANT	G43	WCEA	Bi-Weekly	\$2,249.23	\$2,361.68	\$2,479.78	\$2,603.78	\$2,733.97	\$2,870.65	-	-
			Monthly	\$4,873.32	\$5,116.97	\$5,372.85	\$5,641.52	\$5,923.59	\$6,219.74	-	-
ENGINEERING AIDE I	G33	WCEA	Bi-Weekly	\$1,757.10	\$1,844.95	\$1,937.20	\$2,034.05	\$2,135.76	\$2,242.56	-	-
			Monthly	\$3,807.05	\$3,997.39	\$4,197.27	\$4,407.10	\$4,627.48	\$4,858.87	-	-
ENGINEERING AIDE II	G37	WCEA	Bi-Weekly	\$1,939.50	\$2,036.47	\$2,138.31	\$2,245.21	\$2,357.49	\$2,475.36	-	-
			Monthly	\$4,202.25	\$4,412.36	\$4,633.00	\$4,864.63	\$5,107.89	\$5,363.27	-	-
ENGINEERING ASSISTANT	G56	WCEA	Bi-Weekly	\$3,100.59	\$3,255.62	\$3,418.41	\$3,589.33	\$3,768.79	\$3,957.22	-	-
			Monthly	\$6,717.95	\$7,053.85	\$7,406.55	\$7,776.88	\$8,165.72	\$8,573.98	-	-
ENGINEERING TECH I	G44	WCEA	Bi-Weekly	\$2,305.46	\$2,420.73	\$2,541.77	\$2,668.86	\$2,802.30	\$2,942.42	-	-
			Monthly	\$4,995.17	\$5,244.91	\$5,507.17	\$5,782.54	\$6,071.65	\$6,375.24	-	-
ENGINEERING TECH II	G48	WCEA	Bi-Weekly	\$2,544.79	\$2,672.04	\$2,805.63	\$2,945.93	\$3,093.22	\$3,247.87	-	-
			Monthly	\$5,513.72	\$5,789.42	\$6,078.87	\$6,382.85	\$6,701.97	\$7,037.06	-	-
ENGINEERING TECH III	G52	WCEA	Bi-Weekly	\$2,808.97	\$2,949.42	\$3,096.91	\$3,251.74	\$3,414.34	\$3,585.05	-	-
			Monthly	\$6,086.10	\$6,390.42	\$6,709.97	\$7,045.44	\$7,397.73	\$7,767.61	-	-

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ENV COMPLIANCE INSPECTOR I	G39	WCEA	Bi-Weekly	\$2,037.70	\$2,139.57	\$2,246.57	\$2,358.88	\$2,476.82	\$2,600.67	-	-
			Monthly	\$4,415.01	\$4,635.74	\$4,867.58	\$5,110.90	\$5,366.45	\$5,634.79	-	-
ENV COMPLIANCE INSPECTOR II	G43	WCEA	Bi-Weekly	\$2,249.23	\$2,361.68	\$2,479.78	\$2,603.78	\$2,733.97	\$2,870.65	-	-
			Monthly	\$4,873.32	\$5,116.97	\$5,372.85	\$5,641.52	\$5,923.59	\$6,219.74	-	-
ENV COMPLIANCE SPECIALIST	G49	WCEA	Bi-Weekly	\$2,608.42	\$2,738.84	\$2,875.78	\$3,019.57	\$3,170.54	\$3,329.07	-	-
			Monthly	\$5,651.57	\$5,934.15	\$6,230.85	\$6,542.39	\$6,869.51	\$7,212.98	-	-
ENV RESOURCES ANALYST	M127	MMPA	Bi-Weekly	\$3,460.00	\$3,633.00	\$3,814.64	\$4,005.38	\$4,205.65	\$4,415.93	-	-
			Monthly	\$7,496.67	\$7,871.50	\$8,265.05	\$8,678.32	\$9,112.24	\$9,567.84	-	-
EQUIPMENT MECHANIC HEAVY	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
EQUIPMENT MECHANIC LIGHT	G41	WCEA	Bi-Weekly	\$2,140.85	\$2,247.89	\$2,360.29	\$2,478.31	\$2,602.23	\$2,732.33	-	-
			Monthly	\$4,638.52	\$4,870.43	\$5,113.96	\$5,369.66	\$5,638.16	\$5,920.04	-	-
EQUIPMENT MECHANIC SENIOR	G50	WCEA	Bi-Weekly	\$2,673.63	\$2,807.31	\$2,947.67	\$3,095.05	\$3,249.82	\$3,412.30	-	-
			Monthly	\$5,792.86	\$6,082.51	\$6,386.61	\$6,705.95	\$7,041.28	\$7,393.32	-	-
EQUIPMENT SERVICE CLERK	G32	WCEA	Bi-Weekly	\$1,714.24	\$1,799.96	\$1,889.94	\$1,984.45	\$2,083.67	\$2,187.85	-	-
			Monthly	\$3,714.19	\$3,899.90	\$4,094.88	\$4,299.64	\$4,514.62	\$4,740.33	-	-
EQUIPMENT SERVICE WORKER	G34	WCEA	Bi-Weekly	\$1,801.02	\$1,891.08	\$1,985.63	\$2,084.90	\$2,189.16	\$2,298.61	-	-
			Monthly	\$3,902.21	\$4,097.35	\$4,302.20	\$4,517.29	\$4,743.18	\$4,980.31	-	-
EXECUTIVE ASSISTANT	G49	WCEA	Bi-Weekly	\$2,608.42	\$2,738.84	\$2,875.78	\$3,019.57	\$3,170.54	\$3,329.07	-	-
			Monthly	\$5,651.57	\$5,934.15	\$6,230.85	\$6,542.39	\$6,869.51	\$7,212.98	-	-
EXECUTIVE ASST TO CM	G50	WCEA	Bi-Weekly	\$2,673.63	\$2,807.31	\$2,947.67	\$3,095.05	\$3,249.82	\$3,412.30	-	-
			Monthly	\$5,792.86	\$6,082.51	\$6,386.61	\$6,705.95	\$7,041.28	\$7,393.32	-	-
FACILITY MAINT WORKER III	G45	WCEA	Bi-Weekly	\$2,363.11	\$2,481.25	\$2,605.32	\$2,735.59	\$2,872.38	\$3,015.98	-	-
			Monthly	\$5,120.07	\$5,376.04	\$5,644.85	\$5,927.11	\$6,223.48	\$6,534.63	-	-
FACILITY MAINTENANCE WORKER I	G35	WCEA	Bi-Weekly	\$1,846.06	\$1,938.35	\$2,035.27	\$2,137.03	\$2,243.88	\$2,356.08	-	-
			Monthly	\$3,999.79	\$4,199.76	\$4,409.76	\$4,630.23	\$4,861.73	\$5,104.84	-	-
FACILITY MAINTENANCE WORKER II	G41	WCEA	Bi-Weekly	\$2,140.85	\$2,247.89	\$2,360.29	\$2,478.31	\$2,602.23	\$2,732.33	-	-
			Monthly	\$4,638.52	\$4,870.43	\$5,113.96	\$5,369.66	\$5,638.16	\$5,920.04	-	-
FINANCE CLERK I	G32	WCEA	Bi-Weekly	\$1,714.24	\$1,799.96	\$1,889.94	\$1,984.45	\$2,083.67	\$2,187.85	-	-
			Monthly	\$3,714.19	\$3,899.90	\$4,094.88	\$4,299.64	\$4,514.62	\$4,740.33	-	-
FINANCE CLERK II	G37	WCEA	Bi-Weekly	\$1,939.50	\$2,036.47	\$2,138.31	\$2,245.21	\$2,357.49	\$2,475.36	-	-
			Monthly	\$4,202.25	\$4,412.36	\$4,633.00	\$4,864.63	\$5,107.89	\$5,363.27	-	-
FINANCE OFFICER	M141	MMPA	Bi-Weekly	\$4,888.89	\$5,133.32	\$5,389.99	\$5,659.49	\$5,942.47	\$6,239.60	-	-
			Monthly	\$10,592.59	\$11,122.20	\$11,678.32	\$12,262.22	\$12,875.36	\$13,519.14	-	-
FINANCE SPECIALIST	G41	WCEA	Bi-Weekly	\$2,140.85	\$2,247.89	\$2,360.29	\$2,478.31	\$2,602.23	\$2,732.33	-	-
			Monthly	\$4,638.52	\$4,870.43	\$5,113.96	\$5,369.66	\$5,638.16	\$5,920.04	-	-
FINANCE SUPERVISOR	G54	WCEA	Bi-Weekly	\$2,951.19	\$3,098.74	\$3,253.69	\$3,416.35	\$3,587.20	\$3,766.54	-	-
			Monthly	\$6,394.25	\$6,713.93	\$7,049.67	\$7,402.09	\$7,772.26	\$8,160.84	-	-
FINANCIAL SERVICES MGR	M136	MMPA	Bi-Weekly	\$4,321.06	\$4,537.11	\$4,763.97	\$5,002.17	\$5,252.28	\$5,514.88	-	-

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			Monthly	\$9,362.29	\$9,830.41	\$10,321.94	\$10,838.04	\$11,379.93	\$11,948.91	-	-
FIRE BATTALION CHIEF-REG	152	FMMA	Bi-Weekly	\$5,005.97	\$5,256.26	\$5,519.07	\$5,795.03	\$6,084.78	-	-	-
			Monthly	\$10,846.26	\$11,388.56	\$11,957.99	\$12,555.90	\$13,183.69	-	-	-
FIRE CAPTAIN BASE ONLY	178	WPFA	Bi-Weekly	\$4,038.79	\$4,240.72	\$4,452.75	\$4,675.41	\$4,909.17	-	-	-
			Monthly	\$8,750.71	\$9,188.23	\$9,647.63	\$10,130.05	\$10,636.53	-	-	-
FIRE CHIEF	128	MGMT	Bi-Weekly	\$6,275.77	-	-	-	\$8,461.54	-	-	-
			Monthly	\$13,597.50	-	-	-	\$18,333.34	-	-	-
FIRE ENGINEER BASE ONLY	175	WPFA	Bi-Weekly	\$3,505.24	\$3,680.49	\$3,864.52	\$4,057.75	\$4,260.62	-	-	-
			Monthly	\$7,594.68	\$7,974.39	\$8,373.13	\$8,791.80	\$9,231.34	-	-	-
FIRE MARSHAL	165	FMMA	Bi-Weekly	\$5,005.96	\$5,256.26	\$5,519.07	\$5,795.03	\$6,084.78	-	-	-
			Monthly	\$10,846.26	\$11,388.56	\$11,957.99	\$12,555.90	\$13,183.69	-	-	-
FIREFIGHTER BASE ONLY	172	WPFA	Bi-Weekly	\$3,088.55	\$3,242.98	\$3,405.12	\$3,575.39	\$3,754.15	-	-	-
			Monthly	\$6,691.85	\$7,026.46	\$7,377.76	\$7,746.67	\$8,133.98	-	-	-
FIREFIGHTER RECRUIT BASE	182	WPFA	Bi-Weekly	\$2,779.70	-	-	-	-	-	-	-
			Monthly	\$6,022.68	-	-	-	-	-	-	-
FLEET & FACILITIES MGR	M131	MMPA	Bi-Weekly	\$3,819.19	\$4,010.15	\$4,210.65	\$4,421.19	\$4,642.24	\$4,874.36	-	-
			Monthly	\$8,274.92	\$8,688.65	\$9,123.07	\$9,579.24	\$10,058.19	\$10,561.11	-	-
GIS ANALYST	G62	WCEA	Bi-Weekly	\$3,595.72	\$3,775.53	\$3,964.30	\$4,162.51	\$4,370.62	\$4,589.17	-	-
			Monthly	\$7,790.72	\$8,180.31	\$8,589.32	\$9,018.77	\$9,469.68	\$9,943.19	-	-
GIS COORDINATOR	M131	MMPA	Bi-Weekly	\$3,819.19	\$4,010.15	\$4,210.65	\$4,421.19	\$4,642.24	\$4,874.36	-	-
			Monthly	\$8,274.92	\$8,688.65	\$9,123.07	\$9,579.24	\$10,058.19	\$10,561.11	-	-
GIS TECHNICIAN I	G49	WCEA	Bi-Weekly	\$2,608.42	\$2,738.84	\$2,875.78	\$3,019.57	\$3,170.54	\$3,329.07	-	-
			Monthly	\$5,651.57	\$5,934.15	\$6,230.85	\$6,542.39	\$6,869.51	\$7,212.98	-	-
GIS TECHNICIAN II	G53	WCEA	Bi-Weekly	\$2,879.20	\$3,023.18	\$3,174.32	\$3,333.05	\$3,499.69	\$3,674.67	-	-
			Monthly	\$6,238.27	\$6,550.21	\$6,877.70	\$7,221.60	\$7,582.67	\$7,961.79	-	-
HOUSING ANALYST I	M120	MMPA	Bi-Weekly	\$2,910.78	\$3,056.31	\$3,209.12	\$3,369.59	\$3,538.08	\$3,714.96	-	-
			Monthly	\$6,306.70	\$6,622.00	\$6,953.10	\$7,300.78	\$7,665.83	\$8,049.09	-	-
HOUSING ANALYST II	M124	MMPA	Bi-Weekly	\$3,212.95	\$3,373.60	\$3,542.27	\$3,719.39	\$3,905.36	\$4,100.63	-	-
			Monthly	\$6,961.40	\$7,309.47	\$7,674.92	\$8,058.68	\$8,461.61	\$8,884.70	-	-
HUMAN RESOURCES ANALYST I	M121	MMPA	Bi-Weekly	\$2,983.54	\$3,132.72	\$3,289.35	\$3,453.83	\$3,626.53	\$3,807.85	-	-
			Monthly	\$6,464.34	\$6,787.56	\$7,126.93	\$7,483.29	\$7,857.48	\$8,250.34	-	-
HUMAN RESOURCES ANALYST II	M126	MMPA	Bi-Weekly	\$3,375.61	\$3,544.39	\$3,721.61	\$3,907.68	\$4,103.07	\$4,308.22	-	-
			Monthly	\$7,313.82	\$7,679.51	\$8,063.49	\$8,466.63	\$8,889.98	\$9,334.48	-	-
HUMAN RESOURCES CLERK	G39	WCEA	Bi-Weekly	\$2,037.70	\$2,139.57	\$2,246.57	\$2,358.88	\$2,476.82	\$2,600.67	-	-
			Monthly	\$4,415.01	\$4,635.74	\$4,867.58	\$5,110.90	\$5,366.45	\$5,634.79	-	-
HUMAN RESOURCES MANAGER	M140	MMPA	Bi-Weekly	\$4,769.64	\$5,008.12	\$5,258.52	\$5,521.46	\$5,797.52	\$6,087.40	-	-
			Monthly	\$10,334.21	\$10,850.92	\$11,393.47	\$11,963.16	\$12,561.30	\$13,189.37	-	-
HUMAN RESOURCES TECH I	G45	WCEA	Bi-Weekly	\$2,363.11	\$2,481.25	\$2,605.32	\$2,735.59	\$2,872.38	\$3,015.98	-	-
			Monthly	\$5,120.07	\$5,376.04	\$5,644.85	\$5,927.11	\$6,223.48	\$6,534.63	-	-

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HUMAN RESOURCES TECH II	G50	WCEA	Bi-Weekly	\$2,673.63	\$2,807.31	\$2,947.67	\$3,095.05	\$3,249.82	\$3,412.30	-	-
			Monthly	\$5,792.86	\$6,082.51	\$6,386.61	\$6,705.95	\$7,041.28	\$7,393.32	-	-
IND ELECTRICAL/ELECT TECH	G58	WCEA	Bi-Weekly	\$3,257.56	\$3,420.44	\$3,591.47	\$3,771.02	\$3,959.59	\$4,157.55	-	-
			Monthly	\$7,058.06	\$7,410.95	\$7,781.51	\$8,170.55	\$8,579.10	\$9,008.03	-	-
INFORMATION SYSTEMS TECH I	G48	WCEA	Bi-Weekly	\$2,544.79	\$2,672.04	\$2,805.63	\$2,945.93	\$3,093.22	\$3,247.87	-	-
			Monthly	\$5,513.72	\$5,789.42	\$6,078.87	\$6,382.85	\$6,701.97	\$7,037.06	-	-
INFORMATION SYSTEMS TECH II	G52	WCEA	Bi-Weekly	\$2,808.97	\$2,949.42	\$3,096.91	\$3,251.74	\$3,414.34	\$3,585.05	-	-
			Monthly	\$6,086.10	\$6,390.42	\$6,709.97	\$7,045.44	\$7,397.73	\$7,767.61	-	-
INFRA ADMINISTRATOR	M141	MMPA	Bi-Weekly	\$4,888.89	\$5,133.32	\$5,389.99	\$5,659.49	\$5,942.47	\$6,239.60	-	-
			Monthly	\$10,592.59	\$11,122.20	\$11,678.32	\$12,262.22	\$12,875.36	\$13,519.14	-	-
JUNIOR ENGINEER	M121	MMPA	Bi-Weekly	\$2,983.54	\$3,132.72	\$3,289.35	\$3,453.83	\$3,626.53	\$3,807.85	-	-
			Monthly	\$6,464.34	\$6,787.56	\$7,126.93	\$7,483.29	\$7,857.48	\$8,250.34	-	-
JUNIOR PLANNER	M113	MMPA	Bi-Weekly	\$2,448.74	\$2,571.17	\$2,699.73	\$2,834.72	\$2,976.46	\$3,125.28	-	-
			Monthly	\$5,305.60	\$5,570.86	\$5,849.41	\$6,141.90	\$6,448.99	\$6,771.43	-	-
LAB SUPERVISOR	M127	MMPA	Bi-Weekly	\$3,460.00	\$3,633.00	\$3,814.64	\$4,005.38	\$4,205.65	\$4,415.93	-	-
			Monthly	\$7,496.67	\$7,871.50	\$8,265.05	\$8,678.32	\$9,112.24	\$9,567.84	-	-
LABRATORY TECHNICIAN I	G43	WCEA	Bi-Weekly	\$2,249.23	\$2,361.68	\$2,479.78	\$2,603.78	\$2,733.97	\$2,870.65	-	-
			Monthly	\$4,873.32	\$5,116.97	\$5,372.85	\$5,641.52	\$5,923.59	\$6,219.74	-	-
LABRATORY TECHNICIAN II	G47	WCEA	Bi-Weekly	\$2,482.74	\$2,606.86	\$2,737.21	\$2,874.06	\$3,017.78	\$3,168.66	-	-
			Monthly	\$5,379.26	\$5,648.21	\$5,930.62	\$6,227.13	\$6,538.51	\$6,865.43	-	-
LIBRARY PROGRAM MANAGER I	M122	MMPA	Bi-Weekly	\$3,058.14	\$3,211.05	\$3,371.58	\$3,540.16	\$3,717.18	\$3,903.04	-	-
			Monthly	\$6,625.97	\$6,957.28	\$7,305.10	\$7,670.35	\$8,053.89	\$8,456.58	-	-
LIBRARY PROGRAM MANAGER II	M125	MMPA	Bi-Weekly	\$3,293.28	\$3,457.94	\$3,630.84	\$3,812.37	\$4,002.99	\$4,203.14	-	-
			Monthly	\$7,135.43	\$7,492.20	\$7,866.82	\$8,260.13	\$8,673.15	\$9,106.81	-	-
LIBRARY SERVICES DIRECTOR	131	MGMT	Bi-Weekly	\$4,804.62	-	-	-	\$6,130.38	-	-	-
			Monthly	\$10,410.00	-	-	-	\$13,282.50	-	-	-
LIBRARY TECH ASSISTANT I	G29	WCEA	Bi-Weekly	\$1,591.85	\$1,671.43	\$1,755.01	\$1,842.77	\$1,934.90	\$2,031.63	-	-
			Monthly	\$3,449.00	\$3,621.44	\$3,802.52	\$3,992.66	\$4,192.28	\$4,401.87	-	-
LIBRARY TECH ASSISTANT II	G33	WCEA	Bi-Weekly	\$1,757.10	\$1,844.95	\$1,937.20	\$2,034.05	\$2,135.76	\$2,242.56	-	-
			Monthly	\$3,807.05	\$3,997.39	\$4,197.27	\$4,407.10	\$4,627.48	\$4,858.87	-	-
LITERACY COORDINATOR	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
MAINTENANCE SUPERVISOR	G53	WCEA	Bi-Weekly	\$2,879.20	\$3,023.18	\$3,174.32	\$3,333.05	\$3,499.69	\$3,674.67	-	-
			Monthly	\$6,238.27	\$6,550.21	\$6,877.70	\$7,221.60	\$7,582.67	\$7,961.79	-	-
MAINTENANCE WORKER I	G35	WCEA	Bi-Weekly	\$1,846.06	\$1,938.35	\$2,035.27	\$2,137.03	\$2,243.88	\$2,356.08	-	-
			Monthly	\$3,999.79	\$4,199.76	\$4,409.76	\$4,630.23	\$4,861.73	\$5,104.84	-	-
MAINTENANCE WORKER II	G40	WCEA	Bi-Weekly	\$2,088.65	\$2,193.07	\$2,302.72	\$2,417.85	\$2,538.74	\$2,665.69	-	-
			Monthly	\$4,525.41	\$4,751.65	\$4,989.23	\$5,238.68	\$5,500.61	\$5,775.66	-	-
MAINTENANCE WORKER III	G44	WCEA	Bi-Weekly	\$2,305.46	\$2,420.73	\$2,541.77	\$2,668.86	\$2,802.30	\$2,942.42	-	-

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			Monthly	\$4,995.17	\$5,244.91	\$5,507.17	\$5,782.54	\$6,071.65	\$6,375.24	-	-
MANAGEMENT ANALYST I	M120	MMPA	Bi-Weekly	\$2,910.78	\$3,056.31	\$3,209.12	\$3,369.59	\$3,538.08	\$3,714.96	-	-
			Monthly	\$6,306.70	\$6,622.00	\$6,953.10	\$7,300.78	\$7,665.83	\$8,049.09	-	-
MANAGEMENT ANALYST II	M125	MMPA	Bi-Weekly	\$3,293.28	\$3,457.94	\$3,630.84	\$3,812.37	\$4,002.99	\$4,203.14	-	-
			Monthly	\$7,135.43	\$7,492.20	\$7,866.82	\$8,260.13	\$8,673.15	\$9,106.81	-	-
MARKTNG & BUS RELATIONS SPEC	M118	MMPA	Bi-Weekly	\$2,770.52	\$2,909.05	\$3,054.49	\$3,207.23	\$3,367.58	\$3,535.96	-	-
			Monthly	\$6,002.80	\$6,302.94	\$6,618.06	\$6,948.99	\$7,296.43	\$7,661.24	-	-
PARK MAINTENANCE WORKER I	G35	WCEA	Bi-Weekly	\$1,846.06	\$1,938.35	\$2,035.27	\$2,137.03	\$2,243.88	\$2,356.08	-	-
			Monthly	\$3,999.79	\$4,199.76	\$4,409.76	\$4,630.23	\$4,861.73	\$5,104.84	-	-
PARK MAINTENANCE WORKER II	G39	WCEA	Bi-Weekly	\$2,037.70	\$2,139.57	\$2,246.57	\$2,358.88	\$2,476.82	\$2,600.67	-	-
			Monthly	\$4,415.01	\$4,635.74	\$4,867.58	\$5,110.90	\$5,366.45	\$5,634.79	-	-
PARK MAINTENANCE WORKER III	G43	WCEA	Bi-Weekly	\$2,249.23	\$2,361.68	\$2,479.78	\$2,603.78	\$2,733.97	\$2,870.65	-	-
			Monthly	\$4,873.32	\$5,116.97	\$5,372.85	\$5,641.52	\$5,923.59	\$6,219.74	-	-
PARK SUPERINTENDENT	M132	MMPA	Bi-Weekly	\$3,914.66	\$4,110.40	\$4,315.92	\$4,531.70	\$4,758.30	\$4,996.22	-	-
			Monthly	\$8,481.77	\$8,905.86	\$9,351.17	\$9,818.69	\$10,309.66	\$10,825.15	-	-
PARK SUPERVISOR	G51	WCEA	Bi-Weekly	\$2,740.48	\$2,877.49	\$3,021.37	\$3,172.43	\$3,331.08	\$3,497.61	-	-
			Monthly	\$5,937.70	\$6,234.57	\$6,546.29	\$6,873.59	\$7,217.33	\$7,578.16	-	-
POLICE CHIEF	134	MGMT	Bi-Weekly	\$7,734.16	-	-	-	\$10,176.52	-	-	-
			Monthly	\$16,757.34	-	-	-	\$22,049.13	-	-	-
POLICE CRIME & INTEL ANALYST	212	WPSA	Bi-Weekly	\$2,825.80	\$2,967.10	\$3,115.44	\$3,271.21	\$3,434.77	-	-	-
			Monthly	\$6,122.56	\$6,428.72	\$6,750.12	\$7,087.63	\$7,442.00	-	-	-
POLICE LIEUTENANT	202	PMMA	Bi-Weekly	\$5,152.08	\$5,409.68	\$5,680.16	\$5,964.18	\$6,262.38	\$6,575.51	\$6,904.28	\$7,249.50
			Monthly	\$11,162.85	\$11,720.96	\$12,307.02	\$12,922.38	\$13,568.48	\$14,246.93	\$14,959.28	\$15,707.24
POLICE OFFICER RECRUIT	222	WPOA	Bi-Weekly	\$3,013.82	-	-	-	-	-	-	-
			Monthly	\$6,529.94	-	-	-	-	-	-	-
POLICE OFFICER-BASE ONLY	225	WPOA	Bi-Weekly	\$3,348.69	\$3,516.13	\$3,691.94	\$3,876.51	\$4,070.36	\$4,273.88	\$4,487.57	-
			Monthly	\$7,255.51	\$7,618.29	\$7,999.21	\$8,399.12	\$8,819.11	\$9,260.08	\$9,723.06	-
POLICE RECORDS SPECIALIST	234A	WPOA	Bi-Weekly	\$1,956.43	\$2,054.26	\$2,156.96	\$2,264.82	\$2,378.06	-	-	-
			Monthly	\$4,238.93	\$4,450.89	\$4,673.42	\$4,907.10	\$5,152.46	-	-	-
POLICE RECORDS SUPERVISOR	215	WPSA	Bi-Weekly	\$2,650.79	\$2,783.33	\$2,922.48	\$3,068.63	\$3,222.06	-	-	-
			Monthly	\$5,743.37	\$6,030.54	\$6,332.04	\$6,648.69	\$6,981.12	-	-	-
POLICE SERGEANT	218	WPSA	Bi-Weekly	\$3,873.69	\$4,067.38	\$4,270.76	\$4,484.29	\$4,708.50	\$4,943.93	\$5,191.12	\$5,450.68
			Monthly	\$8,393.00	\$8,812.65	\$9,253.31	\$9,715.95	\$10,201.75	\$10,711.86	\$11,247.43	\$11,809.80
POOL FACILITIES TECH	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
PRINCIPAL CIVIL ENGINEER	M141	MMPA	Bi-Weekly	\$4,888.89	\$5,133.32	\$5,389.99	\$5,659.49	\$5,942.47	\$6,239.60	-	-
			Monthly	\$10,592.59	\$11,122.20	\$11,678.32	\$12,262.22	\$12,875.36	\$13,519.14	-	-
PRINCIPAL PLANNER	M136	MMPA	Bi-Weekly	\$4,321.06	\$4,537.11	\$4,763.97	\$5,002.17	\$5,252.28	\$5,514.88	-	-
			Monthly	\$9,362.29	\$9,830.41	\$10,321.94	\$10,838.04	\$11,379.93	\$11,948.91	-	-

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PRINCIPAL UTILITIES CIVIL ENG	M141	MMPA	Bi-Weekly	\$4,888.89	\$5,133.32	\$5,389.99	\$5,659.49	\$5,942.47	\$6,239.60	-	-
			Monthly	\$10,592.59	\$11,122.20	\$11,678.32	\$12,262.22	\$12,875.36	\$13,519.14	-	-
PROGRAMMER ANALYST	G63	WCEA	Bi-Weekly	\$3,685.62	\$3,869.91	\$4,063.40	\$4,266.57	\$4,479.90	\$4,703.88	-	-
			Monthly	\$7,985.51	\$8,384.80	\$8,804.03	\$9,244.24	\$9,706.46	\$10,191.74	-	-
PUBLIC WORKS DIRECTOR	137	MGMT	Bi-Weekly	\$6,228.23	-	-	-	\$7,996.15	-	-	-
			Monthly	\$13,494.50	-	-	-	\$17,325.00	-	-	-
RECREATION COORDINATOR	G36	WCEA	Bi-Weekly	\$1,892.19	\$1,986.82	\$2,086.16	\$2,190.47	\$2,300.00	\$2,414.99	-	-
			Monthly	\$4,099.75	\$4,304.79	\$4,520.00	\$4,746.02	\$4,983.33	\$5,232.48	-	-
RECREATION SUPERVISOR	G50	WCEA	Bi-Weekly	\$2,673.63	\$2,807.31	\$2,947.67	\$3,095.05	\$3,249.82	\$3,412.30	-	-
			Monthly	\$5,792.86	\$6,082.51	\$6,386.61	\$6,705.95	\$7,041.28	\$7,393.32	-	-
SIGNS AND MARKINGS TECH I	G39	WCEA	Bi-Weekly	\$2,037.70	\$2,139.57	\$2,246.57	\$2,358.88	\$2,476.82	\$2,600.67	-	-
			Monthly	\$4,415.01	\$4,635.74	\$4,867.58	\$5,110.90	\$5,366.45	\$5,634.79	-	-
SIGNS AND MARKINGS TECH II	G43	WCEA	Bi-Weekly	\$2,249.23	\$2,361.68	\$2,479.78	\$2,603.78	\$2,733.97	\$2,870.65	-	-
			Monthly	\$4,873.32	\$5,116.97	\$5,372.85	\$5,641.52	\$5,923.59	\$6,219.74	-	-
SOCIAL SERVICES MANAGER	M132	MMPA	Bi-Weekly	\$3,914.66	\$4,110.40	\$4,315.92	\$4,531.70	\$4,758.30	\$4,996.22	-	-
			Monthly	\$8,481.77	\$8,905.86	\$9,351.17	\$9,818.69	\$10,309.66	\$10,825.15	-	-
SR ACCOUNTANT	M125	MMPA	Bi-Weekly	\$3,293.28	\$3,457.94	\$3,630.84	\$3,812.37	\$4,002.99	\$4,203.14	-	-
			Monthly	\$7,135.43	\$7,492.20	\$7,866.82	\$8,260.13	\$8,673.15	\$9,106.81	-	-
SR ASSOCIATE CIVIL ENG	M134	MMPA	Bi-Weekly	\$4,112.86	\$4,318.48	\$4,534.41	\$4,761.12	\$4,999.19	\$5,249.16	-	-
			Monthly	\$8,911.19	\$9,356.71	\$9,824.56	\$10,315.77	\$10,831.57	\$11,373.17	-	-
SR BUILDING INSPECTOR	G57	WCEA	Bi-Weekly	\$3,178.10	\$3,337.01	\$3,503.86	\$3,679.06	\$3,863.02	\$4,056.15	-	-
			Monthly	\$6,885.88	\$7,230.19	\$7,591.69	\$7,971.29	\$8,369.88	\$8,788.33	-	-
SR BUILDING PLAN EXAMINER	G58	WCEA	Bi-Weekly	\$3,257.56	\$3,420.44	\$3,591.47	\$3,771.02	\$3,959.59	\$4,157.55	-	-
			Monthly	\$7,058.06	\$7,410.95	\$7,781.51	\$8,170.55	\$8,579.10	\$9,008.03	-	-
SR CIVIL ENGINEER	M138	MMPA	Bi-Weekly	\$4,539.81	\$4,766.80	\$5,005.13	\$5,255.40	\$5,518.17	\$5,794.08	-	-
			Monthly	\$9,836.26	\$10,328.06	\$10,844.44	\$11,386.71	\$11,956.03	\$12,553.83	-	-
SR COMM RISK REDUCTION SPEC	185C	WPFA	Bi-Weekly	\$3,033.63	\$3,185.32	\$3,344.59	\$3,511.81	\$3,687.41	-	-	-
			Monthly	\$6,572.86	\$6,901.53	\$7,246.60	\$7,608.91	\$7,989.39	-	-	-
SR CONTRUCTION PROJECT MANAGER	M131	MMPA	Bi-Weekly	\$3,819.19	\$4,010.15	\$4,210.65	\$4,421.19	\$4,642.24	\$4,874.36	-	-
			Monthly	\$8,274.92	\$8,688.65	\$9,123.07	\$9,579.24	\$10,058.19	\$10,561.11	-	-
SR ENGINEERING ASSISTANT	G58	WCEA	Bi-Weekly	\$3,257.56	\$3,420.44	\$3,591.47	\$3,771.02	\$3,959.59	\$4,157.55	-	-
			Monthly	\$7,058.06	\$7,410.95	\$7,781.51	\$8,170.55	\$8,579.10	\$9,008.03	-	-
SR ENV RESOURCES ANALYST	M131	MMPA	Bi-Weekly	\$3,819.19	\$4,010.15	\$4,210.65	\$4,421.19	\$4,642.24	\$4,874.36	-	-
			Monthly	\$8,274.92	\$8,688.65	\$9,123.07	\$9,579.24	\$10,058.19	\$10,561.11	-	-
SR HUMAN RESOURCES ANALYST	M132	MMPA	Bi-Weekly	\$3,914.66	\$4,110.40	\$4,315.92	\$4,531.70	\$4,758.30	\$4,996.22	-	-
			Monthly	\$8,481.77	\$8,905.86	\$9,351.17	\$9,818.69	\$10,309.66	\$10,825.15	-	-
SR MANAGEMENT ANALYST	M131	MMPA	Bi-Weekly	\$3,819.19	\$4,010.15	\$4,210.65	\$4,421.19	\$4,642.24	\$4,874.36	-	-
			Monthly	\$8,274.92	\$8,688.65	\$9,123.07	\$9,579.24	\$10,058.19	\$10,561.11	-	-
SR PLANNER	M132	MMPA	Bi-Weekly	\$3,914.66	\$4,110.40	\$4,315.92	\$4,531.70	\$4,758.30	\$4,996.22	-	-

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			Monthly	\$8,481.77	\$8,905.86	\$9,351.17	\$9,818.69	\$10,309.66	\$10,825.15	-	-
SR POLICE RECORDS SPECIALIST	234B	WPOA	Bi-Weekly	\$2,152.09	\$2,259.69	\$2,372.67	\$2,491.30	\$2,615.86	-	-	-
			Monthly	\$4,662.85	\$4,896.00	\$5,140.79	\$5,397.81	\$5,667.70	-	-	-
SR PROGRAMMER ANALYST	G67	WCEA	Bi-Weekly	\$4,068.24	\$4,271.64	\$4,485.24	\$4,709.50	\$4,944.98	\$5,192.21	-	-
			Monthly	\$8,814.52	\$9,255.22	\$9,718.01	\$10,203.92	\$10,714.12	\$11,249.80	-	-
SR SIGNING AND MARKING TECH	G45	WCEA	Bi-Weekly	\$2,363.11	\$2,481.25	\$2,605.32	\$2,735.59	\$2,872.38	\$3,015.98	-	-
			Monthly	\$5,120.07	\$5,376.04	\$5,644.85	\$5,927.11	\$6,223.48	\$6,534.63	-	-
SR TRAFFIC SIGNAL STREET LIGHT	G60	WCEA	Bi-Weekly	\$3,422.47	\$3,593.59	\$3,773.27	\$3,961.95	\$4,160.05	\$4,368.04	-	-
			Monthly	\$7,415.34	\$7,786.11	\$8,175.42	\$8,584.22	\$9,013.44	\$9,464.08	-	-
SR TREE TRIMMER	G45	WCEA	Bi-Weekly	\$2,363.11	\$2,481.25	\$2,605.32	\$2,735.59	\$2,872.38	\$3,015.98	-	-
			Monthly	\$5,120.07	\$5,376.04	\$5,644.85	\$5,927.11	\$6,223.48	\$6,534.63	-	-
SR UTIL MAINT WORKER WATER	G49	WCEA	Bi-Weekly	\$2,608.42	\$2,738.84	\$2,875.78	\$3,019.57	\$3,170.54	\$3,329.07	-	-
			Monthly	\$5,651.57	\$5,934.15	\$6,230.85	\$6,542.39	\$6,869.51	\$7,212.98	-	-
SR UTIL MAINT WORKER WWC	G54	WCEA	Bi-Weekly	\$2,951.19	\$3,098.74	\$3,253.69	\$3,416.35	\$3,587.20	\$3,766.54	-	-
			Monthly	\$6,394.25	\$6,713.93	\$7,049.67	\$7,402.09	\$7,772.26	\$8,160.84	-	-
SR WATER POLLUTION CR OP	G67	WCEA	Bi-Weekly	\$4,068.24	\$4,271.64	\$4,485.24	\$4,709.50	\$4,944.98	\$5,192.21	-	-
			Monthly	\$8,814.52	\$9,255.22	\$9,718.01	\$10,203.92	\$10,714.12	\$11,249.80	-	-
SR WATER QUALITY SPECIALIST	G62	WCEA	Bi-Weekly	\$3,595.72	\$3,775.53	\$3,964.30	\$4,162.51	\$4,370.62	\$4,589.17	-	-
			Monthly	\$7,790.72	\$8,180.31	\$8,589.32	\$9,018.77	\$9,469.68	\$9,943.19	-	-
SR WATER SYSTEM OPERATOR	G54	WCEA	Bi-Weekly	\$2,951.19	\$3,098.74	\$3,253.69	\$3,416.35	\$3,587.20	\$3,766.54	-	-
			Monthly	\$6,394.25	\$6,713.93	\$7,049.67	\$7,402.09	\$7,772.26	\$8,160.84	-	-
SR WATER WASTEWATER INST TECH	G66	WCEA	Bi-Weekly	\$3,969.00	\$4,167.47	\$4,375.83	\$4,594.62	\$4,824.37	\$5,065.58	-	-
			Monthly	\$8,599.51	\$9,029.52	\$9,480.97	\$9,955.00	\$10,452.80	\$10,975.43	-	-
TECHNICAL SERVICES MANAGER	M136	MMPA	Bi-Weekly	\$4,321.06	\$4,537.11	\$4,763.97	\$5,002.17	\$5,252.28	\$5,514.88	-	-
			Monthly	\$9,362.29	\$9,830.41	\$10,321.94	\$10,838.04	\$11,379.93	\$11,948.91	-	-
TRAFFIC SIG/STREET LIGHT TECH	G56	WCEA	Bi-Weekly	\$3,100.59	\$3,255.62	\$3,418.41	\$3,589.33	\$3,768.79	\$3,957.22	-	-
			Monthly	\$6,717.95	\$7,053.85	\$7,406.55	\$7,776.88	\$8,165.72	\$8,573.98	-	-
TRANSPORTATION ENGINEER	M134	MMPA	Bi-Weekly	\$4,112.86	\$4,318.48	\$4,534.41	\$4,761.12	\$4,999.19	\$5,249.16	-	-
			Monthly	\$8,911.19	\$9,356.71	\$9,824.56	\$10,315.77	\$10,831.57	\$11,373.17	-	-
TREATMENT PLANT MECHANIC	G54	WCEA	Bi-Weekly	\$2,951.19	\$3,098.74	\$3,253.69	\$3,416.35	\$3,587.20	\$3,766.54	-	-
			Monthly	\$6,394.25	\$6,713.93	\$7,049.67	\$7,402.09	\$7,772.26	\$8,160.84	-	-
TREATMENT PLANT SUPERINTENDENT	M137	MMPA	Bi-Weekly	\$4,429.08	\$4,650.54	\$4,883.06	\$5,127.22	\$5,383.57	\$5,652.77	-	-
			Monthly	\$9,596.34	\$10,076.17	\$10,579.96	\$11,108.98	\$11,664.40	\$12,247.67	-	-
TREE TRIMMER I	G39	WCEA	Bi-Weekly	\$2,037.70	\$2,139.57	\$2,246.57	\$2,358.88	\$2,476.82	\$2,600.67	-	-
			Monthly	\$4,415.01	\$4,635.74	\$4,867.58	\$5,110.90	\$5,366.45	\$5,634.79	-	-
TREE TRIMMER II	G43	WCEA	Bi-Weekly	\$2,249.23	\$2,361.68	\$2,479.78	\$2,603.78	\$2,733.97	\$2,870.65	-	-
			Monthly	\$4,873.32	\$5,116.97	\$5,372.85	\$5,641.52	\$5,923.59	\$6,219.74	-	-
UNDERGRND UTIL SVC WRKR	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-

CITY OF WOODLAND - SALARY SCHEDULE

Effective July 1, 2025

UTILITIES ADMINISTRATOR	M141	MMPA	Bi-Weekly	\$4,888.89	\$5,133.32	\$5,389.99	\$5,659.49	\$5,942.47	\$6,239.60	-	-
			Monthly	\$10,592.59	\$11,122.20	\$11,678.32	\$12,262.22	\$12,875.36	\$13,519.14	-	-
UTILITY MAINT SUPERVISOR	G53	WCEA	Bi-Weekly	\$2,879.20	\$3,023.18	\$3,174.32	\$3,333.05	\$3,499.69	\$3,674.67	-	-
			Monthly	\$6,238.27	\$6,550.21	\$6,877.70	\$7,221.60	\$7,582.67	\$7,961.79	-	-
UTILITY MAINT WORKER WATER I	G37	WCEA	Bi-Weekly	\$1,939.50	\$2,036.47	\$2,138.31	\$2,245.21	\$2,357.49	\$2,475.36	-	-
			Monthly	\$4,202.25	\$4,412.36	\$4,633.00	\$4,864.63	\$5,107.89	\$5,363.27	-	-
UTILITY MAINT WORKER WATER II	G42	WCEA	Bi-Weekly	\$2,194.37	\$2,304.10	\$2,419.29	\$2,540.26	\$2,667.28	\$2,800.64	-	-
			Monthly	\$4,754.47	\$4,992.22	\$5,241.79	\$5,503.90	\$5,779.10	\$6,068.04	-	-
UTILITY MAINT WORKER WATER III	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
UTILITY MAINT WORKER WATER IV	G50	WCEA	Bi-Weekly	\$2,673.63	\$2,807.31	\$2,947.67	\$3,095.05	\$3,249.82	\$3,412.30	-	-
			Monthly	\$5,792.86	\$6,082.51	\$6,386.61	\$6,705.95	\$7,041.28	\$7,393.32	-	-
UTILITY MAINT WORKER WWC I	G37	WCEA	Bi-Weekly	\$1,939.50	\$2,036.47	\$2,138.31	\$2,245.21	\$2,357.49	\$2,475.36	-	-
			Monthly	\$4,202.25	\$4,412.36	\$4,633.00	\$4,864.63	\$5,107.89	\$5,363.27	-	-
UTILITY MAINT WORKER WWC II	G42	WCEA	Bi-Weekly	\$2,194.37	\$2,304.10	\$2,419.29	\$2,540.26	\$2,667.28	\$2,800.64	-	-
			Monthly	\$4,754.47	\$4,992.22	\$5,241.79	\$5,503.90	\$5,779.10	\$6,068.04	-	-
UTILITY MAINT WORKER WWC III	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
UTILITY MAINT WORKER WWC IV	G50	WCEA	Bi-Weekly	\$2,673.63	\$2,807.31	\$2,947.67	\$3,095.05	\$3,249.82	\$3,412.30	-	-
			Monthly	\$5,792.86	\$6,082.51	\$6,386.61	\$6,705.95	\$7,041.28	\$7,393.32	-	-
WASTEWATER SYSTEMS ADMIN	M141	MMPA	Bi-Weekly	\$4,888.89	\$5,133.32	\$5,389.99	\$5,659.49	\$5,942.47	\$6,239.60	-	-
			Monthly	\$10,592.59	\$11,122.20	\$11,678.32	\$12,262.22	\$12,875.36	\$13,519.14	-	-
WATER METER SERVICES TECH	G46	WCEA	Bi-Weekly	\$2,422.17	\$2,543.29	\$2,670.44	\$2,803.97	\$2,944.18	\$3,091.37	-	-
			Monthly	\$5,248.04	\$5,510.45	\$5,785.96	\$6,075.27	\$6,379.05	\$6,697.96	-	-
WATER POLL CTRL O-I-T	G40	WCEA	Bi-Weekly	\$2,088.65	\$2,193.07	\$2,302.72	\$2,417.85	\$2,538.74	\$2,665.69	-	-
			Monthly	\$4,525.41	\$4,751.65	\$4,989.23	\$5,238.68	\$5,500.61	\$5,775.66	-	-
WATER POLL CTRL OPER I	G51	WCEA	Bi-Weekly	\$2,740.48	\$2,877.49	\$3,021.37	\$3,172.43	\$3,331.08	\$3,497.61	-	-
			Monthly	\$5,937.70	\$6,234.57	\$6,546.29	\$6,873.59	\$7,217.33	\$7,578.16	-	-
WATER POLL CTRL OPER II	G55	WCEA	Bi-Weekly	\$3,024.98	\$3,176.22	\$3,335.02	\$3,501.78	\$3,676.87	\$3,860.70	-	-
			Monthly	\$6,554.11	\$6,881.81	\$7,225.88	\$7,587.20	\$7,966.54	\$8,364.86	-	-
WATER POLL CTRL OPER III	G59	WCEA	Bi-Weekly	\$3,339.00	\$3,505.94	\$3,681.24	\$3,865.31	\$4,058.57	\$4,261.49	-	-
			Monthly	\$7,234.49	\$7,596.21	\$7,976.01	\$8,374.83	\$8,793.57	\$9,233.23	-	-
WATER POLL CTRL OPER IV	G63	WCEA	Bi-Weekly	\$3,685.62	\$3,869.91	\$4,063.40	\$4,266.57	\$4,479.90	\$4,703.88	-	-
			Monthly	\$7,985.51	\$8,384.80	\$8,804.03	\$9,244.24	\$9,706.46	\$10,191.74	-	-
WATER QUALITY SPECIALIST I	G48	WCEA	Bi-Weekly	\$2,544.79	\$2,672.04	\$2,805.63	\$2,945.93	\$3,093.22	\$3,247.87	-	-
			Monthly	\$5,513.72	\$5,789.42	\$6,078.87	\$6,382.85	\$6,701.97	\$7,037.06	-	-
WATER QUALITY SPECIALIST II	G52	WCEA	Bi-Weekly	\$2,808.97	\$2,949.42	\$3,096.91	\$3,251.74	\$3,414.34	\$3,585.05	-	-
			Monthly	\$6,086.10	\$6,390.42	\$6,709.97	\$7,045.44	\$7,397.73	\$7,767.61	-	-
WATER SYSTEMS ADMINISTRATOR	M141	MMPA	Bi-Weekly	\$4,888.89	\$5,133.32	\$5,389.99	\$5,659.49	\$5,942.47	\$6,239.60	-	-

CITY OF WOODLAND - SALARY SCHEDULE

Effective July 1, 2025

			Monthly	\$10,592.59	\$11,122.20	\$11,678.32	\$12,262.22	\$12,875.36	\$13,519.14	-	-
WATER SYSTEMS OPERATOR I	G42	WCEA	Bi-Weekly	\$2,194.37	\$2,304.10	\$2,419.29	\$2,540.26	\$2,667.28	\$2,800.64	-	-
			Monthly	\$4,754.47	\$4,992.22	\$5,241.79	\$5,503.90	\$5,779.10	\$6,068.04	-	-
WATER SYSTEMS OPERATOR II	G50	WCEA	Bi-Weekly	\$2,673.63	\$2,807.31	\$2,947.67	\$3,095.05	\$3,249.82	\$3,412.30	-	-
			Monthly	\$5,792.86	\$6,082.51	\$6,386.61	\$6,705.95	\$7,041.28	\$7,393.32	-	-
WATER/WASTE INSTR TECH	G62	WCEA	Bi-Weekly	\$3,595.72	\$3,775.53	\$3,964.30	\$4,162.51	\$4,370.62	\$4,589.17	-	-
			Monthly	\$7,790.72	\$8,180.31	\$8,589.32	\$9,018.77	\$9,469.68	\$9,943.19	-	-
WPCF CHIEF OPERATOR	M132	MMPA	Bi-Weekly	\$3,914.66	\$4,110.40	\$4,315.92	\$4,531.70	\$4,758.30	\$4,996.22	-	-
			Monthly	\$8,481.77	\$8,905.86	\$9,351.17	\$9,818.69	\$10,309.66	\$10,825.15	-	-

TEMPORARY PART-TIME EMPLOYEES - HOURLY WAGES

CLASSIFICATION	GRADE	GROUP	Period	1	2	3	4	5	6	7	8
ACTIVITY LEADER I	901	TEMP	Hourly	\$16.50	\$16.75	\$17.00	\$17.25	\$17.50	-	-	-
ACTIVITY LEADER II	905	TEMP	Hourly	\$17.00	\$17.25	\$17.50	\$17.75	\$18.00	-	-	-
ACTIVITY MANAGER	909	TEMP	Hourly	\$18.00	\$18.25	\$18.50	\$18.75	\$19.00	-	-	-
CIVIC FELLOW	917	TEMP	Hourly	\$20.00	\$25.00	-	-	-	-	-	-
INTERN	925	TEMP	Hourly	\$17.00	\$18.00	\$19.00	\$20.00	\$21.00	-	-	-
LIBRARY CIRCULATION ASSISTANT	927	TEMP	Hourly	\$18.94	\$19.19	\$19.44	\$19.69	\$19.94	-	-	-
LIBRARY PAGE	929	TEMP	Hourly	\$16.50	\$16.75	\$17.00	\$17.25	\$17.50	-	-	-
LIBRARY PROGRAM ASSISTANT	931	TEMP	Hourly	\$20.90	\$21.15	\$21.40	\$21.65	\$21.90	-	-	-
LIFEGUARD / AIDE	933	TEMP	Hourly	\$18.00	\$18.25	\$18.50	\$18.75	\$19.00	-	-	-
LIFEGUARD / INSTRUCTOR	937	TEMP	Hourly	\$19.00	\$19.25	\$19.50	\$19.75	\$20.00	-	-	-
MAKERSPACE LEAD	938	TEMP	Hourly	\$23.08	\$23.58	\$24.08	\$24.58	\$25.08	-	-	-
MAKERSPACE SUPPORT STAFF	939	TEMP	Hourly	\$16.50	\$16.75	\$17.00	\$17.25	\$17.50	-	-	-
MAKERSPACE TECHNICIAN	940	TEMP	Hourly	\$20.90	\$21.40	\$21.90	\$22.40	\$22.90	-	-	-
POOL MANAGER	941	TEMP	Hourly	\$21.50	\$21.75	\$22.00	\$22.25	\$22.50	-	-	-
RECREATION FACILITY AIDE	945	TEMP	Hourly	\$19.25	\$19.50	\$19.75	\$20.00	\$20.25	-	-	-
SPECIAL PROGRAM COORDINATOR	949	TEMP	Hourly	\$20.50	\$20.75	\$21.00	\$21.25	\$21.50	-	-	-
SWIM INSTRUCTOR AIDE	953	TEMP	Hourly	\$16.50	\$16.75	\$17.00	\$17.25	\$17.50	-	-	-



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.6
SUBJECT: Special Assessment Tax Roll Collections - Fiscal Year 2025/26

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____, Requesting Collection of Charges on the Fiscal Year 2025/26 Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and Community Facilities Districts described herein.

Staff Contact:

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

Fiscal Impact:

City assessments that will be collected through County property tax rolls for the special districts described herein total about \$10.7 million, which have been included in the Fiscal Year 2025/26 budget.

Background:

In conjunction with the annual collection of property taxes, Yolo County collects special assessment taxes on behalf of the City of Woodland. These special assessments include the following:

- Lighting and Landscape Districts (Spring Lake, Gateway, Gibson Ranch, North Park, Streng Pond, West Wood);
- Assessment Districts (Fire Suppression);
- Community Facility Districts (Spring Lake Maintenance, Gibson Ranch CFD No. 1, Prudler Services, and Spring Lake CFD 2004-1);
- Waste Management Liens
- Weed Abatement Liens

The intent of the attached resolution is to specify the respective responsibility of the County and the City regarding the collection of special taxes, fees and assessments as required by Proposition 218. All the conditions expressed in the resolution, including compliance with Proposition 218 and collection of the annual assessments, have been in existence throughout the life of each of the assessments discussed herein. Annual approval of the resolution is required by the County to ensure these practices are documented in a specific and formal manner.

Discussion:

For the 2025-2026 tax levies, consistent with past practice, Yolo County is requiring a resolution to be passed authorizing the collection of the special assessments by Yolo County and also releasing Yolo County from any liability which may arise regarding the collection of the special assessments. The six parts of the resolutions are summarized as follows:

- The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls the related special assessment(s) detailed in each of the resolutions.

- The City acknowledges that all special assessments comply with all requirements of state law, including Proposition 218.
- The City releases and discharges the County from any potential liability or expenditures arising from the collection of any special assessments authorized by the City.
- In the event of a judgment against the City arising from the collection of the special assessment(s), the County may offset the amount of the judgment from any monies collected by the County on behalf of the City, including property taxes.
- The City will agree to cooperate with the County in answering questions related to special assessments and the City will not refer inquirers to County staff for response.
- The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs related to the collection of the special assessments as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy per parcel for all special assessments. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

Conclusion:

Staff recommend the City Council adopt Resolution No. _____, Requesting Collection of Charges on the Fiscal Year 2025/26 Tax Roll for the Lighting and Landscaping Districts, Special Assessment Districts and Community Facilities Districts described herein.

Prepared by: Kim McKinney, Administrative Services Director



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Requesting Collection of Charges on Tax Roll FY25-26

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
REQUESTING COLLECTION OF CHARGES ON TAX ROLL**

WHEREAS, the City of Woodland requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to section 50078 of The Government Code of the State of California by the City for the following District:

Fire Suppression Assessment District;

WHEREAS, the City requests the County collect on the County tax rolls certain charges which have been imposed pursuant to section 22645 and 22646 of The Streets and Highways Code of the State of California by the City for the following Districts:

Spring Lake Landscaping and Lighting District;
Gateway Landscaping and Lighting District;
Gibson Ranch Landscaping and Lighting District;
North Park Landscaping and Lighting District;
Streng Pond Landscape Maintenance District; and
West Wood Unit No. 1 Landscaping and Lighting District;

WHEREAS, the City requests the County collect on the County tax rolls certain charges which have been imposed pursuant to Chapter 2.5, Part 1, Division 2, Title 5 (commencing with Section 53311) of the California Government Code by the City for the following Districts:

City of Woodland Community Facilities District No. 1 (Gibson Ranch);
City of Woodland Community Facilities District No. 2004-1 (Spring Lake); and
City of Woodland Community Facilities District No. 2022-1 (Prudler);

WHEREAS, the City requests the County collect on the County tax rolls certain charges which have been imposed pursuant to section 53340 of Government Code of the State of California by the City for the following District:

Spring Lake Maintenance Community Facilities District;

WHEREAS, the City requests the County collect on the County tax rolls certain charges which have been imposed pursuant to section 13.04.130 of the City Municipal Code by the City for the following:

Waste Management Liens;

WHEREAS, the City requests the County collect on the County tax rolls certain charges which have been imposed pursuant to section 9.44.130 of the City Municipal Code by the City for the following:

Weed Abatement Liens;

WHEREAS, the County has required as a condition of the collection of said charges that the District/City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof.

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

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City warrants and represents that the taxes, assessments, fees and/or charges imposed by the City and being requested to be collected by Yolo County comply with all requirements of state law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).
3. The City releases and discharges County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action and judgments, in any manner arising out of the collection by County of any taxes, assessments, fees and/or charges on behalf of City,
4. The City agrees to and shall defend, indemnify and hold harmless the County, its officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of City's said taxes, assessments, fees and/or charges requested to be collected by County for City, or in any manner arising out of City's establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of City's taxes, assessments, fees and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of City, including property taxes.
5. The City agrees that its officers, agents and employees will cooperate with the County in answering questions referred to City by County from any person concerning the City's taxes, assessments, fees and/or charges, and that City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees and/or charges, as provided by Government Code sections 29304 and 51800. The County is charging an annual \$1 levy fee per parcel for all special assessments. Any increase to these levy fees charged by the County would have to be approved by the City and adopted in a separate resolution.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.7
SUBJECT: Community Services Department Quarterly Status Report for the Fourth Quarter of FY25

Recommendation for Action: Staff recommend the City Council receive the Community Services Department Quarterly Status Report for the Fourth Quarter of FY25.

Staff Contact:

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

Discussion:

This Quarterly Status Report covers the period from April through June 2025. The report summarizes recreation programming, events, parks, recreation facility operations, and maintenance. The report also contains a narrative of major work performed and notable department highlights.

Conclusion:

Staff recommends that the City Council receive the Community Services Department Quarterly Status Report for the Fourth Quarter of FY25.

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Ferrara, Community Services Director

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

Ken Hiatt
City Manager

Attachments:

1. CSD Q4 FY25

Community Services Department Fourth Quarter Report FY25

The following summarizes the Community Service Department's programs, activities, and events for the fourth quarter of 2025, covering the period from April to June.

This report references participant hours. The methodology for calculating participant hours is explained at the end of the document. Participant totals (total number of participants and total participant hours) represent the overall number of participants and hours for the entire reporting period.

Quarterly Highlights

- Approximately 37,613 participant hours were recorded for aquatics; and youth, teen and adult recreation classes and sports.
- Approximately 10,781 participant hours were recorded for senior programs and senior events.
- Approximately 2,673 people attended events at the Community & Senior Center during facility rentals.



Gentlemen using the Senior Center Pool Room

Program Marketing

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

- Direct Marketing: Digital flyers promoting the summer activities and programs were sent to current and past program participants. Banners and yard signs were strategically placed to promote seasonal hiring, adult sports, and Summer Teen Pack.

- Senior Newsletter: The “Senior Gram” newsletter is mailed to 760 households monthly and is available online at www.cityofwoodland.gov/seniors.
- Social Media: The Department utilizes Facebook, Instagram, and Nextdoor to advertise upcoming events and recreation programs.

Rec2Go

Rec2Go provided departmental outreach at several community events and activities such as the Dia de los Niños event at Ferns Park, the Read Rumble, and Rev event at the Library, Unidos Egg Hunt, Cesar Chavez Community School Easter Festival, Bayside Church Easter Egg Hunt, Woodland Little League, Regional Park Preserve Grand Opening, Woodland Downtown Farmer’s Market, Paletas con Policia, the Summer Reading Program Kick-off at the Library, and various school and park activities.

Parks & Recreation Facilities

Community & Senior Center Facility Reservations

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

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	21	19
Approximate Participants	1,957	716
Total Fees	\$24,649	\$15,424 (waived)

Skip and Julie Davies Sports Park Tournament Reservations

Tournament rentals are available at Skip and Julie Davies Sports Park. During the tournament weekend allocation period each August, local tournament directors have the first choice of dates for the following year. During the fourth quarter, the Sports Park was reserved for youth baseball, softball, and soccer tournaments.

Skip and Julie Davies Sports Park Tournament Reservations	
Number of Rentals	11
Number of Teams	198
Total Fees Collected	\$40,950

Parks and Recreation Facility Maintenance and Improvement Projects

Park/Recreation Facility	Projects Completed
Beamer Park	Replaced the barbecue at the picnic station.
Clark Ballfield	Replaced sixty-three bleacher boards.
Community & Senior Center	Installed padding on basketball backboards. Repaired roof leak and damaged ceiling tiles. Diagnosed and repaired offline security cameras. Worked with the new vendor to install an access control system for the building.

Crawford Park	Worked to combat vandalism to the light controller for the pickleball courts. Rebuilt the air pump at the bike station. Replaced the gates on the restroom doors with new metal auto locks. Performed deep cleaning, including pressure washing the building, eaves, trash cans, sidewalks, and windows.
Christiansen Park	Performed thorough maintenance on the horseshoe pits by replacing the fill materials and replacing the wood backstops.
Ferns Park	Repainted the park sign. Replaced the sound play musical handles at the playground. Replaced the baby changing station in one of the restrooms.
Heritage Plaza	Replaced the clock pole after the original was damaged.
Jack Slaven Park	Repaired women's restroom stalls.
Woodside Park	Prepped and repaired the cracks in the tennis court surface.
Other City locations	
Regional Park	Added siding to the interior of the shed and placed shelving peg boards. Stained the kiosk at the pathway entrance. Cleaned up the space for the Grand Opening event.

Recreation Activities – Special Events

Event	Event Date	Total Participants	Participant Hours	Fees Collected
Concert on Court	Apr. 11	450	900	Free event
Total Participants		450	900	Free event



Photos from Concert on Court, April 11, 2025

RECREATION ACTIVITIES - Aquatics

All aquatic programs are held at the Charles Brooks Community Swim Center. Aquatic programming is available for children as young as six months old through seniors and includes swimming lessons,

lifeguard training, recreation swimming, recreation swim teams, lap swim and water aerobics. During the spring, the primary programming at the pool is lap swim, water aerobics, and the use of the pool by the Woodland Swim Team and the Woodland and Pioneer High Schools.

Aquatics Program	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
Lap Swim & Water Aerobics	9,346	9,346	\$3,332
Lifeguard Training	18	720	\$2,256
Water Polo Clinic	17	272	\$1,564
Rentals	N/A	N/A	\$10,586
Total	9,381	10,338	\$17,738

Rentals

During non-programmed hours, the Charles Brooks Community Swim Center is available to reserve for other aquatic activities not affiliated with the City of Woodland. Pool reservation fees account for the facility and safety personnel on-site during the scheduled event. Fees collected during the fourth quarter included \$4,856 for general swim meet reservations and \$5,730 from the Woodland Swim Team.



Lap Swim participant at the pool

RECREATION ACTIVITIES - Youth & Teen

The department offers a variety of youth and teen recreation programs year-round; however, many programs are offered during the summer. In addition to the programs listed below, please refer to the Contract Classes section for other program offerings for youth and teens.

Youth Recreation Program	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
After School Teen Pack - Measure R	1,153	2,858	Free program
Rec2Go - Measure R	1,625	4,295	Free program
Summer at City Hall - Measure R	23	966	Free Program
You've Been Egged -Measure R	18	0	\$475
Total	2,819	8,119	\$475



Summer at City Hall 2025 cohort

RECREATION ACTIVITIES - Contract Classes

The City contracts with outside instructors to teach recreation and leisure classes for people of all ages. For all classes except tennis and boxing, the City keeps 30% of the fees collected and non-resident fees. For the tennis program, the City keeps 10% of the fees. As for boxing, the City supplements this program and pays the two contractors a monthly stipend.

Contract Class	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)	Total Expense (3 months)	Net Revenue (3 months)
Boxing Youth	132	1320	\$1,990	\$4,200	-\$2,210
Boxing Adult	58	580	\$1,465	\$4,800	-\$3,335
Cello Tennis Academy	253	1398	\$17,418	\$15,240	\$2,178
Cheer 530	34	816	\$4,890	\$3,360	\$1,530
Country Line Dance	261	391.5	\$1,566	\$1,096	\$470
Cuban Salsa	13	52	\$454	\$308	\$146
Dance Fitness & Tai Chi	126	567	\$5,678	\$3,766	\$1,912
Golf Lessons Youth	10	100	\$1,040	\$700	\$340
Mad Science	23	345	\$3,768	\$2,528	\$1,240
National Academy of Athletics	9	54	\$594	\$0	\$594
Pioneer Football Conditioning	86	2064	\$1,764	\$1,218	\$546
Play-Well Lego Engineering	24	360	\$4,920	\$2,688	\$2,232
Rock Steady Boxing	40	560	\$800	\$650	\$150
Scottish Country Dance	35	490	\$1,111	\$746	\$365
Socceroo	26	121.5	\$3,201	\$2,163	\$1,038

Yoga	41	328	\$1,664	\$1,120	\$544
Zumba Kids	22	66	\$846	\$567	\$279
Total	1,193	9,613	\$53,169	\$45,150	\$8,019

RECREATION ACTIVITIES - Adult Sports

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

Drop-In Participation	Sign-Ins	Participant Hours	Fees Collected
Badminton	1,168	3,504	Free Program
Pickleball	25	75	Free Program
Total	1,193	3,579	No fees collected

Sports League Participation	Teams	Participants	Participant Hours	Fees Collected
Basketball (spring league)	20	200	1,800	\$12,500
Softball (spring league)	28	420	3,780	\$18,200
Volleyball (spring league)	6	48	384	\$2,520
Total	54	668	5,964	\$33,220



Spring 2025 Women's Volleyball Champions

RECREATION ACTIVITIES – Senior Activities

Programs at the Woodland Senior Center include art classes, exercise classes, games, leisure programs and activities, education resources, support groups, and special events, resulting in 10,781 participant hours during the fourth quarter.

Senior Programs

Program	Total Sign-ins	Participant Hours	Fees Collected
Art Groups	575	1,640	Free Programs
Exercise Classes	3,160	2,044	Free Programs
General Programs	412	1,928	Free Programs
Support Groups	234	451	Free Programs
Games	1,182	3,834	Free Programs
Total	5,563	9,897	No fees collected

Senior Events

Event	Total Participants	Participant Hours	Fees Collected
Senior Center Inc. Installation Dinner	178	534	Free Program
Senior Resource Fair	350	350	Free Program
Total	528	884	No fees collected



Members of the Writing Life Stories class at the Senior Center

Participant Hours Calculation

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

Drop-In Programs

1 Class meeting (in hours) x Total sign-ins

Examples include Water Aerobics & Lap Swim, and Badminton

Classes/Camps/Leagues

Total unique participants x total class time (in hours)

Examples include: Swim Lessons, Mad Science

Individual Entry

Each class meeting (in hours) x Total in attendance (adding each day)

Examples include: Teens Helping Seniors

Events

Total Attendees x Average Time

Examples include: Concert on Court, 4th of July

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.8
SUBJECT: Approval to Cast City Ballot for Springlake Fire Protection District Prop 218 Assessment

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____, approving the proposed property assessment under Proposition 218 for parcels owned by the City within the Springlake Fire Protection District, and to approve casting a “Yes” vote on the assessment ballot and authorizing the City Manager to submit the ballot on behalf of the City.

Staff Contact:

Eric Zane, Fire Chief, 530-661-5861, eric.zane@cityofwoodland.gov

Fiscal Impact:

The total proposed new annual assessment for the city-owned properties within the district is estimated to be approximately \$4,600. This is an increase of approximately \$4,200 and will be absorbed within current departmental budgets and, if approved, will not require additional budget appropriation for Fiscal Year 2025/26.

Background:

The Springlake Fire Protection District (SLFPD) has initiated a Proposition 218 process to establish a new property assessment. The assessment is intended to ensure the District’s ongoing fiscal sustainability, address increased operational demands, and secure reliable funding for fire protection and emergency response services.

The assessment, if approved by a majority of voting property owners, would replace the existing rate structure with a more equitable and updated formula based on parcel type and benefit received.

City-Owned Parcels:

The City of Woodland owns 8-parcels within the boundaries of the SLFPD, including public right-of-way and undeveloped tracts. Each of these parcels is subject to the proposed assessment and therefore entitles the City to submit ballots as a property owner.

Ballots have been issued by the SLFPD to all affected property owners, including the City. As a governmental landowner, the City has the right and responsibility to vote on the assessment based on its own parcels.

Assessment Details:

- **Assessment Purpose:** To provide sustainable funding for fire protection, prevention, and emergency response services to properties within SLFPD.
- **Assessment Structure:** Based on parcel type, land use, and benefit methodology as outlined in the Engineer’s Report.

The full Engineer’s Report has been provided as Attachment A for Council review.

Considerations for City Council Action:

As a property owner, the City of Woodland's votes may influence the outcome of the Proposition 218 proceeding. In determining how to vote, the Council may consider:

- The public benefit of continued and enhanced fire protection in the unincorporated Springlake area.
- The equity and fairness of the proposed assessment structure.
- The regional implications of SLFPD's financial stability for mutual and automatic aid partners, including Woodland Fire Department.

The proposed property assessment will ensure continued high-quality fire protection and emergency response services in the Springlake Fire Protection District. City participation and support of the assessment demonstrates prudent stewardship of public assets and commitment to public safety.

Conclusion:

Staff recommend the City Council adopt Resolution No. _____, approving the proposed property assessment under Proposition 218 for parcels owned by the City within the Springlake Fire Protection District, and to approve casting a "Yes" vote on the assessment ballot and authorizing the City Manager to submit the ballot on behalf of the City.

Prepared by: Nallely Castro, Management Analyst

Reviewed by: Eric Zane, Fire Chief



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - City Prop 218 SLFPD
2. Springlake FPD ER 25-26

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE SUBMISSION OF A BALLOT IN SUPPORT OF THE
PROPOSED PROPERTY ASSESSMENT UNDER PROPOSITION 218 FOR CITY-
OWNED PARCELS WITHIN THE SPRINGLAKE FIRE PROTECTION DISTRICT**

WHEREAS, the Springlake Fire Protection District (“SLFPD”) has initiated proceedings under Proposition 218 to establish a new property assessment for the purpose of funding fire protection, prevention, and emergency response services; and

WHEREAS, the proposed assessment would replace the District’s existing rate structure with a more equitable and updated methodology based on parcel type, land use, and proportional benefit received, as outlined in the Engineer’s Report prepared in support of the assessment; and

WHEREAS, the City of Woodland owns eight (8) parcels located within the boundaries of the Springlake Fire Protection District which are subject to the proposed assessment; and

WHEREAS, as a property owner within the District, the City of Woodland is entitled to submit assessment ballots under the provisions of Proposition 218; and

WHEREAS, the City Council finds that sustainable fire protection and emergency response services provide critical public safety benefits to City-owned property and the surrounding community, and that the proposed assessment represents a reasonable and necessary funding mechanism for those services.

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

SECTION 1. Ballot Direction: The City Council directs that the official assessment ballots for all City-owned parcels be completed to reflect a “Yes” vote in favor of the proposed assessment

SECTION 2. Authorization: The City Council authorizes the City Manager to execute and submit the ballots on behalf of the City of Woodland and to take any further actions necessary to carry out the intent of this Resolution.

SECTION 3. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney



ENGINEER'S REPORT

Springlake Fire Protection District

Fire Protection and Emergency Response Services
Assessment

Fiscal Year 2025-26

Pursuant to California Government Code Section
50078 et seq., Health and Safety Code Section
13914 and Article XIID of the California

Engineer of Work:



4745 Mangels Boulevard
Fairfield, California 94534
707.430.4300
www.sci-cg.com

Springlake Fire Protection District

Board of Commissioner's

- Westin Arvin, Board Chair
- (Laura) Celeste Santoni, Vice Chair
- Carolyn Bunfill, Commissioner
- Brooke Herrgesell, Commissioner
- Patrick Raber, Commissioner

Fire Chiefs

- Eric Zane, Fire Chief, Woodland Fire
- Joe Tenney, Fire Chief, Davis Fire

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Introduction

The Springlake Fire Protection District (“Springlake FPD,” “Fire District,” or “District”), was originally formed in 1942 and provides fire protection, fire prevention and emergency response services to the unincorporated area between the City of Davis and the City of Woodland and the unincorporated area northeast of the City of Woodland between Yolo Fire Protection District and Elkhorn Fire Protection District. The Fire District is governed by a five-member Board of Fire Commissioners appointed by the Yolo County Board of Supervisors. The Fire District contracts with the City of Davis and City of Woodland (“the Cities,” or “Fire Departments”) for fire services, staffing, equipment and apparatus. The Fire District also contracts with University of California, Davis (“UC Davis”) to provide services to properties owned by UC Davis (see assessment diagram on page 41). UC Davis assumes sole responsibility for fire protection and related services for the UC Davis parcels; the UC Davis service area and is not a part of the proposed assessment. The Fire District does not have any employees or own any assets.

The Fire District covers approximately 51 square miles and serves an approximate population of 4,500. Springlake FPD responds to over 240 service calls per year, including structure fires, brush fires, vegetation fires, vehicle fires, traffic collisions, hazardous materials incidents, and emergency medical calls. In addition, Springlake FPD provides fire prevention, community education, emergency preparedness and other services relating to the protection of lives and property.

The proposed assessment district described in this Engineer’s Report is intended to provide an ongoing secure funding source for local fire protection services. Springlake FPD is funded through a small portion of local property taxes and a static \$75 per residence special assessment that has remained unchanged since 1997. This existing assessment does not include a cost-of-living index adjustment mechanism.

The cost of providing fire protection and emergency response services continues to rise each year due to increasing emergency calls, enhanced firefighter training requirements, and substantial increases in operational costs, including fuel, utilities, equipment, insurance, and personnel over the last 28 years.

The lack of a cost-of-living adjustment in the property owner-approved special assessment has left the District unable to keep pace economically with the increased costs of operations, equipment, equipment maintenance and personnel.

Competitive wages in other agencies have made it increasingly difficult for the Fire Departments to retain and attract firefighters. A new funding source will help with increased firefighter staffing and retention, as well as equipment and apparatus replacement. Adequate staffing will also allow the Fire District to assemble the recommended number of personnel on the scene of an incident faster, which is a factor for the Insurance Services Office (ISO) rating for local properties, affecting insurance rates. A negative change in ISO rating could result in higher costs with possibly lower coverage limits or the complete loss of homeowners insurance coverage.

Springlake FPD seeks to maintain a high level of fire protection and emergency response service by maintaining appropriate staffing levels and providing improved apparatus replacement.

This Engineer's Report supports a proposed new assessment to enhance existing funding sources, associated services, and equipment, and fund these improved services and equipment. The proposed rates for this proposed assessment are shown in Table 1 below.

Table 1 – Proposed Assessment Rates

Property Type	Proposed Rate	Unit
Single Family	\$149.98	each
Multi-Family	\$46.43	res unit
Commercial/Industrial	\$646.85	acre
Office	\$318.48	acre
Storage	\$497.75	acre
Parking Lot	\$33.72	each
Vacant	\$26.08	each
Agriculture	\$2.83	acre
Range Land & Open Space	\$1.86	acre

These proposed assessment rates, adjusted by the relative fire hazard zone factor and the relative travel time factor, are used to calculate the specific assessment for each parcel. These factors are explained in more detail in the Method of Apportionment section of this report.

This Engineer's Report (the "Report") was prepared to:

- Describe the fire suppression, safety and emergency response services and equipment that would be funded by the assessments (the "Services")
- Establish a budget for the Services that would be funded by the assessments in fiscal year 2025-26

- Determine the special benefits received from the proposed Services by property within the Springlake Fire Protection District Assessment (the "Assessment District"), and
- Describe the method of apportionment to lots and parcels within the Assessment District.

This Report and the proposed assessments have been made in compliance with California Government Code Section 50078 et seq., Health and Safety Code Section 13914 (the "Code") and Article XIID of the California Constitution (the "Article").

The Assessment District is narrowly drawn to include only properties that directly receive the additional fire protection and prevention services provided by the assessment funds and are specially benefited from such Services. The Assessment Diagram included in this Report shows the boundaries of the Assessment District.

Legal Analysis of Proposition 218

The proposed assessment complies with Proposition 218, The Right to Vote on Taxes Act, which was approved by the voters of California on November 6, 1996, and is now Articles XIIC and XIID of the California Constitution. Proposition 218 provides for benefit assessments to be levied to fund the cost of providing services, improvements, as well as maintenance and operation expenses of a public improvement that provide a special benefit to the assessed property.

Proposition 218 imposes a number of important requirements, including property-owner balloting, for the formation and continuation of assessments, and these requirements are satisfied by the process used to establish this assessment.

Silicon Valley Taxpayers Association, Inc. v Santa Clara County Open Space District (2008) 44 Cal.4th 431

On July 14, 2008, the California Supreme Court issued its ruling in *Silicon Valley Taxpayers Association, Inc. v. Santa Clara County Open Space District* ("Silicon Valley"). Several of the most important elements of the ruling are:

- Benefit assessments are for special, not general benefit
- The services and/or improvements funded by assessments must be clearly defined
- Special benefits are directly received by and provide a direct advantage to property in the Assessment District

Dahms v. Downtown Pomona Property (2009) 174 Cal.App.4th 708

On June 8, 2009, the Court of Appeal amended its original opinion upholding a benefit assessment for property in the downtown area of the City of Pomona. On July 22, 2009, the California Supreme Court granted review and transferred the case back to the Court of Appeal for reconsideration in light of the Supreme Court's discussion in the *Silicon Valley* case. In *Dahms*, the Appellate Court then upheld the assessment that was 100% special benefit (i.e., 0% general benefit) holding that the services and improvements funded by the assessments were directly provided to property in the assessment District. The Court also upheld discounts and exemptions from the assessment for certain properties.

Bonander v. Town of Tiburon (2009) 46 Cal.4th 646

On December 31, 2009, the Court of Appeal overturned a benefit assessment approved by property owners to pay for placing overhead utility lines underground in an area of the Town of Tiburon. The Court invalidated the assessments on the grounds that the assessments had been apportioned to assessed property based in part on relative costs within sub-areas of the assessment district, instead of each individual property's proportional special benefits.

Beutz v. County of Riverside (2010) 184 Cal.App.4th 1516

On May 26, 2010, the California Court of Appeal issued its decision in *Steven Beutz v. County of Riverside* ("Beutz"). This decision overturned an assessment for park maintenance in Wildomar, California, primarily because the general benefits associated with improvements and services were not explicitly calculated, quantified, and separated from the special benefits.

Golden Hill Neighborhood Association V. City of San Diego (2011) 199 Cal.App.4th 416

On September 22, 2011, California Court of Appeal issued its decision in *Golden Hill Neighborhood Association v. City of San Diego*. This decision overturned an assessment for street and landscaping maintenance in the Greater Golden Hill neighborhood of San Diego, California. The court described two primary reasons for its decision. First, as in *Beutz*, the court found the general benefits associated with services were not explicitly calculated, quantified and separated from the special benefits. Second, the court found that the City had failed to document the basis for the assessment on city-owned parcels.

Compliance with Current Law

This Engineer's Report is consistent with the requirements of Article XIII C and XIII D of the California Constitution and with the *Silicon Valley* decision because the Services to be funded are clearly defined; the Services are available to and will be directly provided to all benefited property in the Assessment District; the Services provide a direct advantage to property in the Assessment District that would not be received in the absence of the assessment; and the Services are benefits that are over and above general benefits conferred on real property located in Springlake FPD or to the public at large by other public entities that make up the membership of Springlake FPD.

This Report is consistent with *Dahms* because, similar to the *Downtown Pomona* assessment validated in *Dahms*, the Services will be directly provided to property in the Assessment District. More specifically, as discussed hereafter, the Services afford benefits specifically unique and supplied only to property owners within the District, with a corresponding effect that is not shared by other parcels outside of the District or real property in general, including the public at large. While *Dahms* could be used as the basis for a finding of 0% general benefits, this Engineer's Report establishes a more generous separation and quantification of general benefits.

This Report is also consistent with *Bonander* because the Assessment has been apportioned based on the proportional special benefit to each property. Furthermore, the Assessment is consistent with *Beutz* and *Golden Hill* because the general benefits have been explicitly calculated, quantified, and excluded from the Assessment.

Assessment Process

Following submittal of this Report to Springlake FPD for preliminary approval, the Springlake FPD Board of Commissioners (the “Board”) may, by Resolution, call for an assessment ballot proceeding and public hearing on the proposed establishment of a Fire Protection and Emergency Response Services Assessment.

If the Board approves such a Resolution, a Notice of Assessment and Assessment Ballot will be mailed to each property owner within the proposed Assessment District boundaries who will be subject to the proposed assessment. The Notice will include a description of the Services to be funded by the proposed assessment, the total amount of the proposed assessment and the amount chargeable to the owner’s parcel, the reasons for the proposed assessment and the basis upon which it was calculated, and an explanation of the process for submitting a ballot. Each Notice will also include a postage prepaid return envelope and a ballot on which the property owner may mark his or her approval or disapproval of the proposed assessment as well as affix his or her signature.

After the ballots are mailed to property owners in the Assessment District, a minimum 45-daytime period must be provided for the return of the assessment ballots. Following this balloting time period, a public hearing must be held for the purpose of allowing public testimony regarding the proposed assessments. Ballots will be received if previously mailed and received by the public agency before the public hearing, or if physically submitted at the public hearing. At the public hearing, the public will have the opportunity to speak on the issue. The public hearing is currently scheduled for July 2025. After receiving ballots and public comment, the public hearing will be closed. The Board will then take a recess to allow for the tabulation of the ballots.

If it is determined that the assessment ballots submitted in opposition to the proposed assessment do not exceed the assessment ballots submitted in favor of the assessment (weighted by the proportional financial obligation of the property for which ballots are submitted), the Board may approve the imposition of assessment for fiscal year 2025-26 and each fiscal year thereafter. If the assessment is confirmed and approved, the Board will order the levy of the assessment to be submitted to the Yolo County Auditor/Controller for inclusion on the property tax roll for Fiscal Year 2025-26. The levy and collection of the assessment would continue year-to-year until terminated by the Board.

The assessment authorized by the ballot proceeding would be for a maximum assessment rate of \$149.98 per single family equivalent (see Table 1 for maximum assessment rates of other types of property), increased each year by the consumer price index not to exceed 3% per year. However, the District will not increase the assessment rate for at least 5 years from adoption if the proposed assessments are approved. The first year a CPI increase may be added to the assessment is fiscal year 2030-31.

In each subsequent year for which the assessment will be continued, an updated proposed budget, assessment rate and an updated assessment roll listing all parcels and their proposed assessment for the upcoming fiscal year shall be prepared and considered by the Board of Commissioners, subject to the maximum assessment rate and 3% consumer price index increase described in the ballot materials.

If the assessment is confirmed and approved, the levies would be submitted to the Yolo County Auditor/Controller for inclusion on the property tax roll for Fiscal Year 2025-26.

Description of Services

Springlake FPD provides a range of fire suppression and protection, prevention, and other fire and emergency-related services to properties within its boundaries.

This proposed benefit assessment would provide funding for two major areas of service improvements within the District for its fire suppression and protection operations (with the majority of the proposed assessment revenue being dedicated to replacement of outdated apparatus.)

- Increased Firefighter Staffing and Training
- Improved Maintenance and Replacement of Apparatus and Equipment

The City of Davis fire stations are located at:

Fire Station 31, 530 5th Street, Davis, CA

Fire Station 32, 1350 Arlington Boulevard, Davis, CA

Fire Station 33, 425 Mace Boulevard, Davis, CA

The City of Woodland fire stations are located at:

Fire Station 1, 101 Court Street, Woodland, CA

Fire Station 2, 1619 West Street, Woodland, CA

Fire Station 3, 1550 Springlake Court, Woodland, CA

The formula below describes the relationship between the final level of services, the baseline level of service based on existing funding, and the enhanced level of services funded by the assessment if it is approved. It should be noted, due to the fact that current operating costs are increasing at a faster rate than current funding sources, the baseline level of services is diminishing over time.

<i>Final Level of Service</i>	=	<i>Current and Diminishing Baseline Level of Service</i>	+	<i>Proposed Enhanced Level of Service</i>
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Below is a more detailed description of these improvements that are provided for the special benefit of property in the Assessment District.

Increased Firefighting Staffing and Training

Firefighting emergency response staffing levels are described colloquially in terms of “speed and weight,” with speed describing the response time and weight describing the number and types of personnel. Also, staffing levels are also commonly described in terms of the number of firefighting staff per fire truck and/or apparatus, such as “4 on an initial response” or “3 on an initial response.” Springlake Fire is satisfied with its response time (“speed”) but has determined that its staffing levels (“weight”) need to be improved.

Although there are many approaches to deploying firefighting staff, OSHA guidelines place strict requirements on operations, particularly when firefighters are required to enter potentially Immediately Dangerous to Life and Health (IDLH) environments such as structure fires. In these atmospheres, OSHA requires that personnel use self-contained breathing apparatus (SCBA), that a minimum of two firefighters work as a team inside the structure, and that a minimum of two firefighters be on standby outside the structure to provide assistance or perform rescue.

To meet the “2 in, 2 out” standard, the National Fire Protection Agency (NFPA) recommendation is four (4) personnel per apparatus in a community of this size and risk. The District is having difficulty meeting the NFPA recommendation due to budget constraints.

Essentially the “2 in, 2 out” rule severely limits Springlake FPD’s ability to respond effectively to many types of emergencies. The challenge is compounded in the case of multiple calls. Springlake FPD has determined that an increase in staffing would significantly increase its effectiveness, as well as compliance with OSHA requirements, and would benefit the property owners with heightened levels of property and human life protection.

Improved and increased firefighting staffing levels will significantly contribute to improved safety and protection of real property within the proposed Assessment District.

The proposed assessment is intended to provide funding firefighter staffing and additional training. The costs for the proposed staffing increases would support the implementation of “3 on an initial response” staffing and are included in the Table 2 Budget.

Improved Maintenance and Replacement of Apparatus and Equipment

Springlake FPD desires to ensure maintenance and replacement of apparatus in order to maximize safety and effectiveness for fire suppression. Improved maintenance and replacement will significantly contribute to improved safety and protection of real property. It should be noted that the need for equipment replacement will be ongoing. The Fire Districts relies on a 30-year-old Water Tender that is overdue for replacement. If approved, the proposed assessment will fund replacement of the Water Tender by allocating \$93,313 per year to replacement of the Water Tender.

Other Services and Supplies

The budget shown in Table 2 includes and summarizes budget allocations for firefighter staffing and training, equipment and apparatus maintenance and replacement, capital repairs, equipment operation and maintenance, professional services, supplies and materials, utilities, and administration in support of Springlake FPD's operations.

Cost and Budget

The following budget lists the proposed expenditures funded by the Assessment District in Fiscal Year 2025-26.

Table 2 – Cost and Budget

Springlake Fire Protection District Estimate of Costs Fiscal Year 2025-26	
Budget Item	Amount
Service, Appartus and Equipment Needs	
City of Davis Contract for Fire Protection Services	\$231,925
City of Woodland Contract for Fire Protection Services	\$282,958
Univerisity of California Davis Fire Protection Services	\$25,000
Firefighter Staffing and Training	\$67,800
Equipment and Apparatus Replacement	\$93,313
Professional Services	\$6,200
Administration	\$1,400
Contingency	\$0
Total Service Needs (a)	\$708,596
Less: Est. Dedicated Revenue from Property Taxes & Other Sources (b)	-\$498,205
Less: Est. Dedicated Revenue from Current Benefit Assessment (c)	-\$49,278
Est Total Revenue from Other Sources (General benefit contribution) (b+c) = (d)	-\$547,483
Net Cost of Servicing to Assessment District (a-d) = (e)	\$161,113
Allowance for County Collection (1.00 per parcel) = (f)	\$595
Total Fire Suppression and Protection Services Budget (e+f) =(g)	\$161,708
Total Proposed Assessment Budget (g)	\$161,708
Effective Single Family Equivalent Benefit Units in Assessment District (h)	1,078.20
Proposed Assessment per Effective Single Family Equivalent Unit (SFE) (g/h)	\$149.98

The “Service Needs” cost estimates are presented in the budget table above for the 2025-26 fiscal year only but are based upon financial forecasting over a 10-year cycle and beyond. This forecasting concludes that these costs will likely persist consistently into the future. Consistent with the General Benefit requirement described later in this Report, at least 20% of the total cost of the Springlake FPD Fire Services must be funded from sources other than this proposed assessment to cover any general benefits from the Services. Therefore, the cost of services of \$708,596 funded by the proposed assessment can be funded exclusively through the assessment levy as a special benefit since the current County contributions from its dedicated ad valorem property taxes, other sources and the existing benefit assessment revenue exceed approximately 77.26%. (\$547,483/\$708,596) of the total cost of Springlake FPD Fire Services, far in excess of the above required 20% non-assessment general benefit funding requirements. The 77.26% funding is from property taxes and other sources. The Total SFEs are the sum of the assigned Single Family Equivalent units for each affected parcel based upon a parcel-by-parcel analysis of the service area consistent with the Method of Apportionment described later in the Report.

Method of Apportionment

This section includes an explanation of the special benefits to be derived from the Services, the criteria for the expenditure of assessment funds, and the methodology used to apportion the total assessment to properties within the Assessment District.

The Assessment District area consists of all Assessor Parcels within Springlake FPD boundaries, with the exception of the UC Davis parcels (see assessment diagram on page 41). The method used for apportioning the assessment is based upon the proportional special benefits from the Services to be provided to the properties in the assessment area over and above general benefits conferred on real property or to the public at large. Special benefit is calculated for each parcel in the Assessment District using the following process:

1. Identification of all benefit factors derived from the improved services
2. Calculation of the proportion of these benefits that are general
3. Determination of the relative special benefit within different areas within the Assessment District
4. Determination of the relative special benefit per property type
5. Calculation of the specific assessment for each individual parcel based upon special vs. general benefit, location, property type, property characteristics, improvements on property and other supporting attributes

Implementation of an Assessment for Fire Protection Services

California Government Code Section 50078 et. seq. allows agencies which provide fire suppression services, such as Springlake FPD, to levy assessments for fire suppression services. Section 50078 states the following:

“Any local agency which provides fire suppression services directly or by contract with the state or a local agency may, by ordinance or by resolution adopted after notice and hearing, determine and levy an assessment for fire suppression services pursuant to this article.”

In addition, California Government Code Section 50078.1 defines the term “fire suppression” as follows:

“(c) “Fire suppression” includes firefighting and fire prevention, including, but not limited to, vegetation removal or management undertaken, in whole or in part, for the reduction of a fire hazard.”

Therefore, the Services to be provided by the Assessment District fall within the scope of services that may be funded by assessments under the Code.

The assessment must be levied based on the special benefit to property. Special benefit means a particular and distinct benefit received by property over and above any general benefits conferred on real property located in the Assessment District or the public at large. With reference to the requirements for assessment, Section 50078.5 of the California Government Code states:

"(b) The benefit assessment shall be levied on a parcel, class of improvement to property, or use of property basis, or a combination thereof, within the boundaries of the local agency, zone, or area of benefit."

"The assessment may be levied against any parcel, improvement, or use of property to which such services may be made available whether or not the service is actually used."

Health and Safety Code Section 13914 states:

A [fire protection] district may levy an assessment for fire suppression services pursuant to Article 3.6 (commencing with Section 50078) of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code.

Proposition 218, as codified in Article XIII D of the California Constitution, has confirmed that assessments must be based on the special benefit to property:

"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."

Since assessments are levied on the basis of special benefit, they are not a tax and are not governed by Article XIII A of the California Constitution.

The following two sections describe how and why the Fire Protection Services specially benefit properties. This special benefit is particular and distinct from its effect on other property, and other real property and the public at large do not share the special benefit.

Overview of Special Benefits from Fire Protection Services

Special Benefit is defined in Article XIID of the California Constitution as a “particular and distinct benefit over and above general benefits.” The proposed services and improvements provide “particular and distinct” benefit because they are distinctly defined and described and are provided directly to the parcels within the Assessment District boundaries. The proposed services and improvements are “over and above general benefits” currently supplied by the Springlake FPD and other agencies.

Moreover, this assessment for fire protection services can be clearly contrasted with assessments for parks and recreation, or even open space, as addressed in *Silicon Valley*, because fire services are provided directly to individual parcels in the form of fire prevention and suppression; by contrast, property owners must travel from their properties to dispersed locations to fully enjoy the benefits of parks and open space.

In summary, real property located within the boundaries of the proposed Assessment District distinctly and directly benefits from increased safety and protection of real property and human life in the Assessment District.

Description of Special Benefit From Fire Protection Services

In order to allocate the assessments, the special benefit arising from the Services that will be provided to property in the Assessment District has been identified and described below. This special benefit must confer a direct advantage to the assessed properties; otherwise it would be general benefit, as described further in this report.

The following special benefit confers to residential, commercial, industrial, institutional, and other lots and parcels resulting from the improved fire protection and emergency response services that will be provided in the Assessment District. This special benefit is summarized as follows:

Increased safety and protection of real property assets for all property owners within the Assessment District.

The proposed Assessments will fund improved fire suppression, prevention, protection, and emergency response services, and thereby can significantly reduce the risk of property damage, human injury, or death associated with fires within the assessment District. Clearly, fire mitigation helps to protect and specifically benefits both improved properties and vacant properties in the Assessment District.

*"Fire is the largest single cause of property loss in the United States. In the last decade, fires have caused direct losses of more than \$120 billion and countless billions more in related cost."*¹

*"Over 140,000 wildfires occurred on average each year, burning a total of almost 14.5 million acres. And since 1990, over 900 homes have been destroyed each year by wildfires."*²

*"The strategies and techniques to address fire risks in structures are known. When implemented, these means have proven effective in the reduction of losses."*³

The proposed improved fire suppression, prevention, protection, and emergency response services support this special benefit by providing Springlake FPD with the needed resources to protect real property from uncontrolled fires.

The proposed increased firefighting staffing supports this special benefit by providing needed personnel resources. For instance, current OSHA regulations require that two firefighters remain outside a structure during an emergency response to a structure fire, while two firefighters may enter. (This OSHA Policy is documented as United States Department of Labor - Occupational Safety and Health Administration — OSHA Regulation "2 in 2 out"— The "2In/2 Out" policy is part of paragraph (g)(4) of OSHA's revised respiratory protection standard, 29 CFR 1910.134.)

This "2 in, 2 out" requirement places significant limitations on Springlake FPD's ability to respond to structure fires, particularly when second and third calls are made. The proposed assessment would allow Springlake FPD to optimize staffing levels and respond with the standard of "3 on an initial response" on emergency calls. Properties receive direct special benefit from the increased staffing because the increase in staffing in turn increases the likelihood that property and life will be protected. For example, if only two firefighters are available to respond to a structure fire, no firefighter would be allowed to enter the structure—significantly delaying critical fire suppression activity.

The increased firefighting staffing specifically satisfies the strict legal requirements of the *Silicon Valley* decision in that these Services are clearly defined, are available to and will be directly provided to all benefited property and will provide a direct advantage that would not be received in the absence of the assessment.

General Versus Special Benefit

Article XIII D of the California Constitution requires any local agency proposing to increase or impose a benefit assessment to “separate the general benefits from the special benefits conferred on a parcel.”

In other words:

$$\text{Total Benefit} = \text{General Benefit} + \text{Special Benefit}$$

The rationale for separating special and general benefits is to ensure that property owners subject to the benefit assessment are not paying for general benefits. The assessment, therefore, can fund special benefits but cannot fund general benefits.

Please note that the property owners of the parcels subject to the assessment *should not* and *cannot* be required to pay for the general benefits arising from the proposed service and equipment improvements – this is an essential assessment-payer-protection requirement of all Proposition 218-compliant assessments. In order to clearly and overwhelmingly satisfy this important requirement, the general benefit has been calculated in each step favoring its reasonable maximum to totally avoid any possibility that the total general benefit to be funded from other sources is under-calculated.

There is no statutory formula to calculate, quantify and separate general benefit in support of benefit assessment analysis. General benefits are benefits from improvements or services that are not special in nature, are not “particular and distinct,” and are not “over and above” benefits received by other properties, or the public at large. *Silicon Valley* provides some clarification by indicating that general benefits provide “an indirect, derivative advantage” and are not necessarily proximate to the improvements. Again, in this Report, the general benefit is generously estimated and described, and then budgeted so that it is funded by sources other than the assessment. Although there is not an industry standard for this general benefit calculation, the three-component (plus an adjustment for emergency medical) approach shown in the formula below has been the most-widely used.

1.) <i>Benefit to Real Property Outside the Assessment District</i>
+ 2.) <i>Benefit to Real Property Inside the Assessment District that is Indirect and Derivative</i>
+ 3.) <i>Benefit to the Public at Large</i>
+ <i>(Adjustment for Emergency Medical Services)</i>
= <i>General Benefit</i>

Special benefit, on the other hand, is defined in the California Constitution as “a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large.” The *Silicon Valley* decision indicates that a special benefit is conferred to a property if the property “receives a direct advantage from the improvement (e.g., proximity to a park).” In this assessment, as noted previously, the improved Services are available when needed to all properties in the Assessment District, so the overwhelming proportion of the benefits conferred to property is special, and the benefits are only minimally received by property outside the Assessment District or the public at large.

Calculating General Benefit

This section provides a measure of the general benefits from the assessments.

1.) Benefit to Property Outside the Assessment District

Properties within the Assessment District receive almost all of the special benefits from the Services because the Services will be provided solely in the Assessment District boundaries. (It should be noted that the Services may, at times, be used outside the Springlake FPD boundaries. However, this use is part of a mutual aid agreement and is offset, at least in part, by the provision of Services by other outside agencies within the Assessment District boundaries.)

Properties proximate to, but outside of, the boundaries of the Assessment District receive some benefit from the proposed Services due to some degree of indirectly reduced fire risk to their property. Specifically, the parcels immediately contiguous to Springlake FPD's boundaries enjoy a reduction to the possibility of a fire "jumping" from an adjacent structure (within the Springlake FPD boundaries) because Springlake FPD controls structure fires within its boundaries. Because Springlake FPD's primary role is directed towards structure fires, as opposed to wildland fires, and structure fires generally "jump" more slowly, it is reasonable to only consider the directly adjacent, but outside, parcels. These are estimated to receive some benefit relative to parcels within the Assessment District, but they do not directly receive the improved fire protection resulting from the Services funded by the Assessments.

At the time the Assessment was proposed, the Engineer of Work, using the Geographic Information Systems, quantified the number of parcels proximate to the Assessment District boundary but outside the Assessment District, and thereby determined that there were approximately 108 directly adjacent properties. Further consideration of the types, use, location, and other attributes of the outside but proximate parcels is not warranted due to numeric insignificance, and would not materially increase the accuracy of this analysis:

108 parcels outside Springlake FPD but proximate to the District Boundaries

626 parcels in the Assessment District.

Calculation:

General Benefit to Property Outside the Assessment District =
 $108 / (626+108) = 14.71\%: \sim \text{rounded to } 15.0\%$

It can reasonably be argued that properties protected inside, but near the Assessment District boundaries, are offset by similar fire protection provided outside, but near, the Assessment District's boundaries, through mutual aid agreements. However, this analysis uses the more generous approach of finding that 15.0% of the Services may be of general benefit to property outside the Assessment District and cannot be funded by this assessment.

2.) Benefit to Property Inside the District that is *Indirect and Derivative*

In determining the proposed Assessment District area, Springlake FPD has been careful to only include parcels that will directly receive the benefit of the improved Services. All parcels will directly benefit from the use of the improved Services throughout the Assessment District in order to maintain the same improved level of fire suppression and protection throughout the area. Fire protection and suppression will be provided as needed throughout the area. The shared special benefit - reduced severity and number of fires - would be received on an equivalent basis by all parcels in the Assessment District due to the proposed increased funding. Furthermore, all parcels in the Assessment District would directly benefit from the ability to request or receive service from Springlake FPD and to have a Springlake FPD resource promptly respond directly to the parcel and address the owner's or resident's service need.

The *Silicon Valley* decision indicates that the fact that a benefit is conferred throughout the Assessment District area does not make the benefit general rather than special, so long as the Assessment District is narrowly drawn and limited to the parcels directly receiving shared special benefits from the service. This concept is particularly applicable in situations involving a landowner-approved assessment-funded extension or improvement of a local government service to benefit lands. This Report therefore concludes that, other than the general benefit to properties outside the Assessment District (discussed above) and to the public at large (discussed below), the general benefit from the fire protection services that is "indirect and derivative" is negligible.

3.) Benefit To The Public At Large

Because the Services directly serve and benefit all of the property in the Assessment District, any general benefit conferred on the public at large would be small.

The public at large uses the public highways, and when traveling in and through the Assessment District the public may benefit from the services without contributing to the assessment. Although the protection of this critical infrastructure is certainly a benefit to all the property within Springlake FPD, this protection is arguably "indirect and derivative" and possibly benefits people rather than property. A fair and appropriate measure of the general benefit to the public at large therefore is the amount of highway and throughway street area within the Assessment District relative to the overall land area. An analysis of maps of the Assessment District shows that approximately 0.91% of the land area in the Assessment District is covered by highways and throughway streets.

A 1.0% contribution therefore is a generous, fair, and appropriate measure of the general benefit to the public at large within the Assessment District and cannot be funded by this assessment.

Adjustment to Account for Emergency Medical Services as General Benefit

For the purposes of this Report, an additional adjustment has been made to the general benefits calculation to account for general benefits that may result from the District's rescue and emergency medical services ("EMS") associated with the proposed Services. (Limitations on the appropriateness of Proposition 218-compliant assessments to fund EMS is still debated - in any case, this assessment does not include funding for EMS). This assessment is designed to provide funding for fire protection and emergency response services, including fire-related and non-fire-related rescue and associated medical services. However, it is not designed to fund typical, non-fire/non-rescue medical calls (e.g., a cardiac arrest medical call).

Springlake FPD is authorized to provide EMS in addition to its primary responsibility of fire prevention and suppression. In fact, a significant portion of Springlake FPD's emergency service calls are associated with providing EMS. Nonetheless, the largest portion by far of the costs associated with operating Springlake FPD is support for fire suppression services as illustrated in Table 4, below.

Incremental costs associated with non-fire/non-rescue emergency medical service include almost exclusively the operating costs associated with transportation to such calls such as fuel and maintenance. For further clarification, these are costs that are only incurred because of EMS, and do not include fixed costs such as personnel who would be on active duty in any case as well (as the associated training) and would therefore be incurred in any event in satisfying Springlake FPD's primary responsibility of fire protection and suppression.

Evaluation of the transportation associated with non-fire/non-rescue emergency medical calls for several similar fire districts in Yolo County indicates that typically around 3.1% of overall operating costs are for such calls and supports an adjustment of 3.1%. This adjustment has generously been rounded up to 4%.

The proposed assessment, as indicated through this Report, will exclusively fund special benefits conferred upon the properties within Springlake FPD boundaries, while EMS is directly funded from Springlake FPD through non-assessment sources including property taxes. For purposes of this Report, EMS costs over and above those necessary for fire suppression have been treated as general benefits, and it is conceded that these general benefits may exist at the same percentage for the proposed Services as with the existing baseline services. Therefore, it can be concluded that Springlake FPD's services are 4.0% general as a result of providing EMS services. The engineer is requiring a 4% adjustment for this component.

Summary of General Benefits

Using a sum of the measures of general benefit for the public at large and land outside the Assessment Area, we find that approximately 20% of the benefits conferred by the proposed Fire Protection and Emergency Response Assessment may be general in nature and must therefore be funded by sources other than the assessment.

General Benefit Calculation

15.0% (1. Outside the Assessment District - Adjacent parcels)
 + 0.0% (2. "Indirect and Derivative" Property within the Assessment District)
 + 1.0% (3. Public at Large)
 = 16.0% (Subtotal of General Benefit)

 + 4% (Emergency Medical Adjustment)

 =**20.0%** (Total of General Benefits)

The Assessment District's total budget for 2025-26 is \$708,596. Of this total assessment budget amount, the District will contribute \$547,483 which is more than 77% of the total budget from sources other than this proposed assessment including dedicated property taxes and the existing benefit assessment. This contribution constitutes significantly more than the 20% general benefits estimated by the Assessment Engineer, which must be paid for by non-assessment sources.

Zones of Benefit

The Assessment District has been narrowly drawn. The assessments will fund improved fire protection services relatively uniformly throughout the Assessment District. Properties of similar type will receive essentially equivalent types of special benefit with reasonable, parcel-by-parcel adjustments for fire hazard zone and proximity to fire stations (as explained later in the Method of Assessment section), and no broad, widespread Zones of Benefit are needed. Instead, each parcel is subject to geographic factors, acting as effective individual mini zones.

The Assessment Area is extremely rural and includes a patchwork of areas of moderate fire risk. Further, travel by roadway throughout the Assessment Area is very limited, and travel times from stations to specific parcels vary greatly. Accordingly, in lieu of traditional Zones of Benefits, the specific benefit of each parcel is individually calculated and adjusted for both fire risk zone and response travel time.

As noted previously, the Fire District contracts with UC Davis to provide services to properties owned by UC Davis (see assessment diagram on page 41). UC Davis assumes sole responsibility for fire protection and related services for UC Davis parcels, the UC Davis service area and is not a part of the proposed assessment.

Assessment Apportionment

The Assessment Engineer determined that the appropriate method of assessment should be based on the type of property, the relative risk of fire by type of property, the relative fire hazard zone factor, the relative travel time factor, the relative size of the property, and the relative damage value (replacement cost) of fires by property type. This method is further described below.

Method of Assessment

The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a "benchmark" property, a single family detached dwelling on one parcel (one "Single Family Equivalent Benefit Unit" or "SFE").

This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefits and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. In this Report, all properties are assigned an SFE value, which is each property's relative benefit in relation to the benefit received by a single family home on one parcel.

The relative benefit to properties from fire related services is:

Equation 1 – Relative Special Benefit to Properties

Special Benefit =

$$\sum(\text{Fire Risk Factors}) * \sum(\text{Structure Replacement Factors}) * \sum(\text{Location/Topography Factors})$$

Simply put, the special benefit conferred to property is the product of the fire risk, the structure replacement costs and the location and topographic factors.

Typically, the development of the rate methodology for fire assessments is based upon fire risk and structure value. However, in this case, due to the particular nature of Springlake FPD fire hazards and terrain, two additional factors (Fire Hazard Zone and Proximity (Travel Time) were added in support of a uniquely rigorous and detailed, parcel-by-parcel development of rate and assessment.

For example, by this formula, a hypothetical parcel used for a high fire risk operation (i.e., a fireworks factory), with high value structures, in a high fire hazard zone and very close to a fire station, receives a high amount of special benefit. Conversely, a vacant lot not in a high fire hazard area and a long way from a fire station would receive far less special benefit. It follows that the special benefit, and accordingly, the assessment amount, should be calculated and assigned consistent with this logic.

Overview of Approach

Each parcel is evaluated, and the special benefit is calculated using 4 attribute criteria:

Risk and Replacement Factors:

- | | |
|---------------------------------|---------------|
| 1.) Fire Risk | (see Table 5) |
| 2.) Structure Replacement Value | (see Table 6) |

These factors are summarized in Table 7

Location and Topography Adjustments:

- | | |
|---|---------------|
| 3.) Location and Topography - Hazard Zone | (see Table 8) |
| 4.) Location and Topography - Proximity (Travel Time) | (see Table 9) |

Overview of Normalization in Adjustments in Multi-Attribute Analysis

One of the greatest engineering challenges in modeling and calculating special benefit on a specific parcel is the need to balance the effect of various attributes in a multi-attribute analysis. In this case, the special benefit method of apportionment is based upon four different attributes and each must be “weighted” to affect the overall special benefit calculation in a reasonable way, commensurate with their effect on the overall special benefit. The general approach taken is to adjust each attribute value towards a reasonable proportion of 1, such that it is consistent with the base unit of 1 Single Family Equivalent. See the “Area Adjustment Factor” used in Table 6 and the Impact Factor used in Tables 8 and 9.

1.) Fire Risk Factors

This fire risk is based upon the specific parcel type and use, including use of structure (e.g., used for cooking), type of structure (centralized heating), etc.

The National Fire Protection Association (“NFPA”), one of the preeminent authorities on fire protection in the United States, publishes the Structure Fires by Occupancy Annual Averages Report. This report comprehensively tabulates the number of fires for each classification of property type within the United States. Our analysis uses the Structure Fires by Occupancy Annual Averages from 2015-2019 Report and the 2018-2022 Report and serves as a reasonable and rational basis to determine fire risk.

The percentage of fires for each property is then divided by the total number of that property type to determine un-normalized fire risk factors. Finally, the risk factors are normalized based upon a factor of 1.00 for a single-family property. Table 5 below tabulates the Fire Risk Factors for each property type.

Table 3 – Normalized Fire Risk Factors

	Percentage of Study Units(a)	Percentage of Fires(b)	Risk Factor(b/a)	Normalized Risk Factor
Single Family	68.2%	58.9%	0.8640	1.0000
Multi-Family	15.5%	23.4%	1.5028	1.7394
Commercial/Industrial	3.3%	8.8%	2.6982	3.1230
Office	0.6%	1.0%	1.5861	1.8358
Storage	0.6%	2.5%	4.4027	5.0959
Parking Lot(1)	NA	NA	0.0000	0.4439
Vacant	8.8%	3.4%	0.3836	0.4439
Agriculture	1.5%	0.9%	0.5906	0.6836
Range Land & Open Space	1.4%	1.1%	0.7688	0.8898

Structure Fires by Occupancy 2015-2019 Annual Averages and 2018-2022 Annual Averages, NFPA, and an analysis of the percentage of properties by property type in the State of California by SCI.

(1) This study did not provide sufficient analysis to develop risk factors for parking lots, so the vacant property type is used as a proxy.

The effect of installed fire sprinklers on the special benefit received from the proposed services must be tempered by the fact that many factors including fire type, weather, roofing material, building materials response time, defensible space, use of working smoke detectors, type of windows, maintenance of sprinkler system, etc. likely more significantly affect fire protection. These factors are incorporated into our analysis. Sprinklers have been required for commercial parcels for many years, so that element is already incorporated into our risk analysis. However, more recently, sprinklers for new and renovated residential structures have become required. Special cases will be considered as part of the standard appeals process described later in this Report.

2.) Structure Replacement Value Factors

The relative value of different property types was evaluated within the District to determine the Structure Replacement Value Factor according to the following formula:

Equation 2 – Structure Replacement Value Factors

Structure Replacement Value =

Normalized: [((Structure Weighting Factor * (Average Improved Value)) +

((Land Weighting Factor * (Average Land Value))] * Area Adjustment Factor

Where:

- “Structure Weighting Factor” = 10 to “weight” relative importance of structure over land.
- “Average Improved Value” is average of value of all structures and improvements.
- “Normalized:[]” process is required to adjust the Structure Replacement Value factor as compared to a Single Family property type. The calculated structure replacement value for a specific property type is divided by the structure replacement value for a single family property type – and then it is multiplied by the area adjustment factor.
- Area Adjustment Factor adjusts for various average parcel size as compared to an average single family residence and only affects multi-family parcels for the service area. Hence, the adjustment factor is 0.42 for multi-family parcels and 1.0 (e.g., no effect) for all other property use types.
- “Land Weighting Factor” = 1
- “Average Land Value” is average of value of all land per property type

Table 6 below is a tabulation of the structure replacement values for each property type as defined by Equation 2, on the previous page.

Table 4 – Structure Replacement Factors

Property Type	Average Improvement Values (a)	Average Land Values (b)	Adjusted, Weighted Normalized Replacement Value Factor	Unit
Single Family	\$285,569	\$151,833.50	1.0000	each
Multi-Family	\$120,998	\$53,327.00	0.1780	res unit
Commercial/Industrial	\$388,993	\$263,476.00	1.3810	acre
Office	\$329,256	\$186,212.00	1.1567	acre
Storage	\$181,309	\$145,611.75	0.6513	acre
Parking Lot	\$140,025	\$122,634.00	0.5064	acre
Vacant	\$37,354	\$90,723.00	0.3917	each
Agriculture	\$7,346	\$9,699.00	0.0277	acre
Range Land & Open Space	\$3,509	\$6,717.35	0.0139	acre

- (a) and (b) values derived from an analysis of the 2024 Yolo County Assessor records.

Summary of Risk and Replacement Factors

Per Equation 1, the relative special benefit for each property type (the “SFE” or “Single Family Equivalent” Benefit Units) is determined as the product of the normalized Fire Risk Factors and the normalized Structure Replacement Value Factors. Table 7, below, summarizes the benefit for each property type.

Note that to derive an actual Assessment amount, each of these values needs to be then multiplied by the parcel specific Fire Hazard Zone Risk Factors and Proximity (Travel Time) Risk Factors in Tables 8 and 9, below.

Table 5 – Benefit Summary per Property Type

Property Type	Fire Risk Factors	Replacement Cost Factors	SFE Factors	Unit
Single Family	1.0000	1.0000	1.0000	each
Multi-Family	1.7394	0.1780	0.3096	res unit
Commercial/Industrial	3.1230	1.3810	4.3129	acre
Office	1.8358	1.1567	2.1235	acre
Storage	5.0959	0.6513	3.3188	acre
Parking Lot	0.4439	0.5064	0.2248	each
Vacant	0.4439	0.3917	0.1739	each
Agriculture	0.6836	0.0277	0.0189	acre
Range Land & Open Space	0.8898	0.0139	0.0124	acre

Residential Properties

All improved residential properties with a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Residential properties on parcels that are larger than one acre receive additional benefit and are assigned additional SFEs on an “Agricultural/Rangeland” basis. Detached or attached houses, zero lot-line houses and town homes are included in this category.

Properties with more than one residential unit are designated as multi-family residential properties. These properties benefit from the Services in proportion to the number of dwelling units that occupy each property. The relative benefit for multi-family properties was determined per Equation 1 to be 0.3096 SFEs per residential unit. This rate applies to condominiums as well.

Commercial/Industrial, Storage & Office Properties

Commercial and industrial properties are assigned benefit units per acre, since there is a relationship between parcel size, structure size and relative benefits. The relative benefit for commercial and industrial properties was determined per Equation 1 to be 4.3129 SFEs per acre or portion thereof. The relative benefit for office properties was determined per Equation 1 to be 2.1235 SFEs per acre or portion thereof. The relative benefit for storage properties was determined per Equation 1 to be 3.3188 SFEs per acre or portion thereof.

Vacant and Undeveloped Properties

The relative benefit for vacant properties was determined per Equation 1 to be 0.1739 SFEs per parcel. The relative benefit for stand-alone parking lots was determined per Equation 1 to be 0.2248 SFEs per parcel.

Rangeland & Open Space Properties

The relative benefit for range land & open space properties was determined per Equation 1 to be 0.0124 SFEs per acre or portion thereof. (This group includes TPZ parcels.)

Agricultural Properties

The relative benefit for agricultural properties requires additional analysis, as required by Government Code 50078 et. seq and the unique aspects of agricultural properties within the boundaries. This analysis considered how agricultural operations may mitigate risk, onsite or proximate water availability, response time, capability of the fire suppression service, and any other factors which reflect the benefit to the land resulting from the fire suppression service provided. Agricultural properties have been analyzed for fire risk and replacement cost per Equation 1. The relative benefit for agricultural properties was determined per Equation 1 to be 0.0189 SFEs per acre or portion thereof.

Other Properties

Properties that do not fit within the major categories described above have been individually reviewed and the special benefit has been individually calculated. These properties are primarily mixed-use properties with the relative special benefit calculated from the relative proportion of each of the underlying property uses.

Article XIID, Section 4 of the California Constitution states that publicly owned properties shall not be exempt from assessment unless there is clear and convincing evidence that those properties receive no special benefit.

All public properties that are specially benefited are assessed. Publicly owned property that is used for purposes similar to private residential, commercial, industrial, or institutional uses is benefited and assessed at the same rate as such privately owned property.

Miscellaneous, small, and other parcels such as roads, and right-of-way parcels typically do not have significant risk of fire damage. Moreover, for common area parcels, the fire benefits are assigned to the other improved parcels in the project that share common ownership of the common area. These miscellaneous parcels receive minimal benefit from the Services and are assessed an SFE benefit factor of 0.

3.) Fire Hazard Zone Risk Factors

CAL FIRE works with local agencies to study various fire risk factors throughout rural California including terrain, vegetation, fuel load, wind, weather, etc. and designates specific geographic areas according to fire risk. Within the Assessment Area certain areas are designated as Very High, High, or Moderate as well as areas that do not fall into any of these zones ("None"). Accordingly, parcels receive higher special benefit from the fire protection and emergency response services if they are higher risk zones.

Refer to Appendix A for a diagram of the Fire Hazard Areas in Springlake FPD.

Table 8 shows the normalized Fire Hazard Risk Factor for each fire risk zone.

Table 6 – Fire Hazard Zone Risk Factors

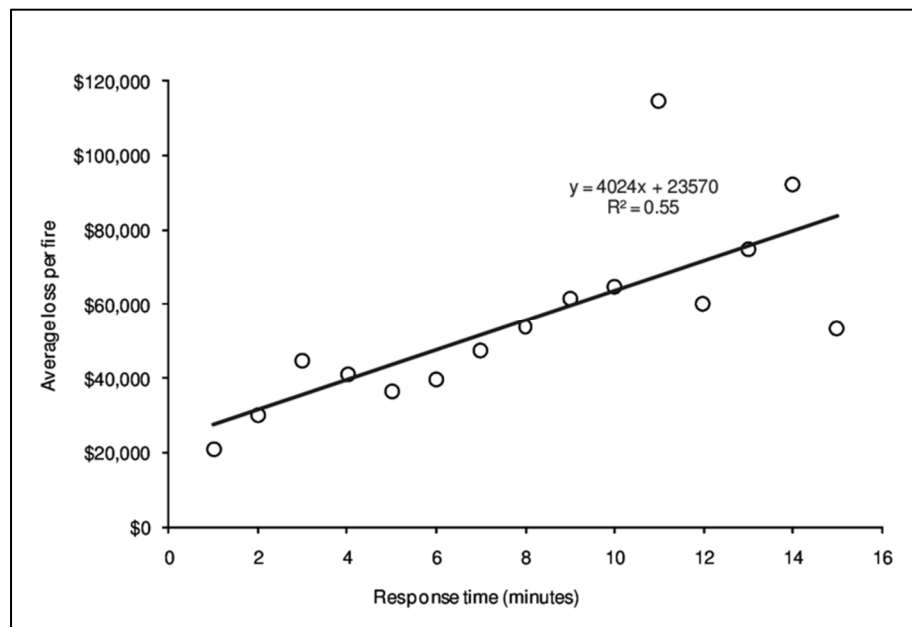
Fire Hazard Zone	Score	Impact Effect	Normalized Fire Hazard Zone Factor
Very High	2	120	1.20
High	1.2	112	1.12
Moderate	1	110	1.10
None	0	100	1

The Score is relative special benefit conferred for each risk zone. The Impact Factor is the relative weight for this risk factor on the overall special benefit calculation, and is the Score multiplied by 10 and added to the base value of 100.

4.) Proximity (Travel Time) Risk Factors

Timely response is a critical factor in responding to emergency calls to ensure the safety of people and protection of property. Numerous studies have confirmed this well-established understanding and the results of one such study is included with this Report. The graph below shows the linear function relationship ranking between response time and loss in dollars. Accordingly, parcels that are closer to a fire station require a shorter travel time for response, and receive a higher level of special benefit than parcels with a longer travel time.

Travel Time versus Property Loss



Source: Neil Challands "The Relationships Between Fire Service Response Time and Fire Outcomes," Fire Technology, July 2010.

Travel time from the fire station to each parcel was calculated and analyzed using Geographical Information Systems.

Refer to Appendix B for a diagram of the Response Areas Travel Time in Springlake FPD.

Table 9 below shows the relative normalized value of travel time

Table 7 – Travel Time Premium Factor

Travel Time	Score (\$)	Impact Effect	Normalized Travel Time Factor
<3	43,690	138	1.00
3 to 6	63,810	126	0.91
6-8	83,930	120	0.87
8-10	104,050	116	0.84
10+	124,170	114	0.82

Assessments Calculation

Each parcel's assessment is calculated by multiplying the assessment rate by the SFE benefit factor (Table 5), fire hazard zone factor (Table 6) and travel time premium factor (Table 7):

Example Calculations

Case #1: Single Family Residence in Very High Hazard Zone with a 3-6 minute Travel Time

Assessment Rate = Annual Base SFE Rate * 1.000 (from table 5) * 1.20 (from table 6)

* 0.91 (from table 7) = 1.092 * Annual Base SFE Rate

Case #2: Single Family Residence in Moderate Hazard Zone with a 10+ minute Travel Time

Assessment Rate = Annual Base SFE Rate * 1.000 (from table 5) * 1.10 (from table 6)

* 0.82 (from table 7) = 0.902 * Annual Base SFE Rate

Case #3: Commercial Property on 2 Acres in Very High Hazard Zone with a 6-8 minute Travel Time

Assessment Rate = Annual Base SFE Rate * 4.3129 (from table 5) * 2 acres * 1.20 (from table 6) * 0.84 (from table 7) = 8.6948 * Annual Base SFE Rate

Case #4: Vacant Lot in a Moderate Hazard Zone with a <3 minute Travel Time

Assessment Rate = Annual Base SFE Rate * .1739 (from table 5) * 1.10 (from table 6)

* 1.00 (from table 7) = 0.1913 * Annual Base SFE Rate

Annual Base SFE Rate = \$149.98 for 2025-26

Government Code § 53759.1 and 53759.2

AB 2257, effective January 1, 2025, codifies Government Code §§ 53759.1 and 53759.2. Government Code § 53759.1 authorizes public agencies to implement an exhaustion of administrative remedies requirement in the context of a proposed Proposition 218 property related fee or assessment. If the local agency complies with certain specified requirements, property owners are required to submit a written objection regarding a proposed property related fee or assessment during the ratemaking process and by a specified deadline no less than 45 days after mailing of notice pursuant to Proposition 218, and prohibited from challenging the property related fee or assessment in litigation if they did not submit a timely written objection. To implement this requirement, the local agency is required, among other things, to prepare written responses to the timely submitted objections and present them to the local agency governing body, which will make certain specified determinations prior to the close of the Proposition 218 protest hearing. This process is intended to run concurrently with the Proposition 218 timeline and does not impact a property owner's ability to submit a protest pursuant to Proposition 218.

Government Code § 53759.2 specifies the scope of a Court's review of the administrative record of the underlying ratemaking proceeding, if the local agency complied with Government Code § 53759.1 in adopting the property related fee or assessment being challenged.

Springlake FPD intends to comply with and implement Government Code § 53759.1 with respect to the proposed assessment. Property owners will be informed of the deadline and process to submit a written objection, and other dates related to Springlake FPD's compliance with this provision.

Appeals of Assessments Levied to Property

Any property owner who feels that the assessment levied on the subject property is in error as a result of incorrect information being used to apply the foregoing method of assessment or for any other reason, may file a written appeal with the Springlake FPD Fire Chief, or his or her designee. Any such appeal is limited to correction of an assessment during the then current fiscal year. Upon the filing of any such appeal, the Chief, or his or her designee, will promptly review the appeal and any information provided by the property owner. If the Chief, or his or her designee, finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the Chief, or his or her designee, is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the Chief, or his or her designee, shall be referred to the Springlake FPD Board of Commissioners; the decision of the Board shall be final.

Additional Background on Relative Benefit

When property owners decide how to cast their ballot for a proposed assessment, each property owner should weigh the perceived value of the Services proposed to them and their property against the proposed cost of the assessment to their property. If property owners of a certain type of property are either opposed or in support of the assessment in much greater percentages than owners of other property types, this is an indication that, as a group, these property owners perceive that the proposed assessment has relatively higher or lower “utility” or value to their property relative to owners of other property types. One can also infer from these hypothetical ballot results, that the apportionment of benefit (and assessments) was too high or too low for that property type. In other words, property owners, by their balloting, ultimately indicate if they perceive the special benefits to their property to exceed the cost of the assessment, and, as a group, whether the determined level of benefit and proposed assessment (the benefit apportionment made by the Assessment Engineer) is consistent with the level of benefits perceived by the owners of their type of property relative to the owners of other types of property.

Criteria and Policies

This sub-section describes the criteria that shall govern the expenditure of assessment funds and ensures equal levels of benefit for properties of similar type. The criteria established in this Report cannot be substantially modified; however, the Board may adopt additional criteria to further clarify certain criteria or policies established in this Report, or to establish additional criteria or policies that do not conflict with this Report.

Duration of Assessment

It is proposed that the Assessment be levied for fiscal year 2025-26 and continued every year thereafter, so long as the risk of fire on property in the Assessment District remains in existence and Springlake FPD Fire requires funding from the Assessment for improved fire protection and suppression services. As noted previously, if the Assessment and the duration of the Assessment are approved by property owners in an assessment ballot proceeding, the Assessment can be imposed and continued annually after the Board approves an annually updated budget and rate for the Assessment. In addition, the Board must hold an annual public hearing to continue the Assessment.

Assessment

WHEREAS, the Board of Commissioners of the Springlake Fire Protection District formed the Fire Protection and Emergency Response Services Assessment District and is proceeding with the proposed levy of assessments under California Government Code sections 50078 et seq. (the “Code”) and Article XIIIID of the California Constitution (the “Article”);

WHEREAS, the undersigned Engineer of Work has prepared and filed a report presenting an estimate of costs, a diagram for the Assessment District and an allocation of the estimated costs of the Services upon all assessable parcels within the Assessment District;

NOW, THEREFORE, the undersigned hereby recommends the following assessment to cover the estimated cost of said Services, including incidental costs.

The amount to be paid for said Services and the expense incidental thereto, to be paid by the Assessment District for the fiscal year 2025-26 is generally as follows:

Table 8 – Summary Cost Estimate

FISCAL YEAR 2025-26 BUDGET			
	Total for Servicing	\$708,596	
	Contributions from Other Sources	(\$547,483)	
	Total Allowance for Collections	\$595	
	Total Fire Suppression & Protection Services Budget	\$161,708	

An Assessment Diagram is hereto attached and made a part hereof showing the exterior boundaries of said Assessment District. The distinctive number of each parcel or lot of land in said Assessment District is its Assessor Parcel Number appearing on the Assessment Roll.

I do hereby assess and apportion said net amount of the cost and expenses of said Services, including the costs and expenses incident thereto, upon the parcels and lots of land within said Assessment District, in accordance with the special benefits to be received by each parcel or lot, from the Services, and more particularly set forth in the Cost Estimate and Method of Assessment hereto attached and by reference made a part hereof.

The assessment may increase in future years by an amount equal to the annual change in the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-Hayward, not to exceed 3% per year without a further vote or balloting process. The District will not increase the assessment rate for at least 5 years, until at least after fiscal year 2030-31.

Each parcel or lot of land is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of Yolo County for the fiscal year 2025-26. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of Yolo County.

I hereby place opposite the Assessor Parcel Number for each parcel or lot within the Assessment Roll, the amount of the assessment for the fiscal year 2025-26 for each parcel or lot of land within the said Assessment District.

Dated: April 18, 2025

Engineer of Work



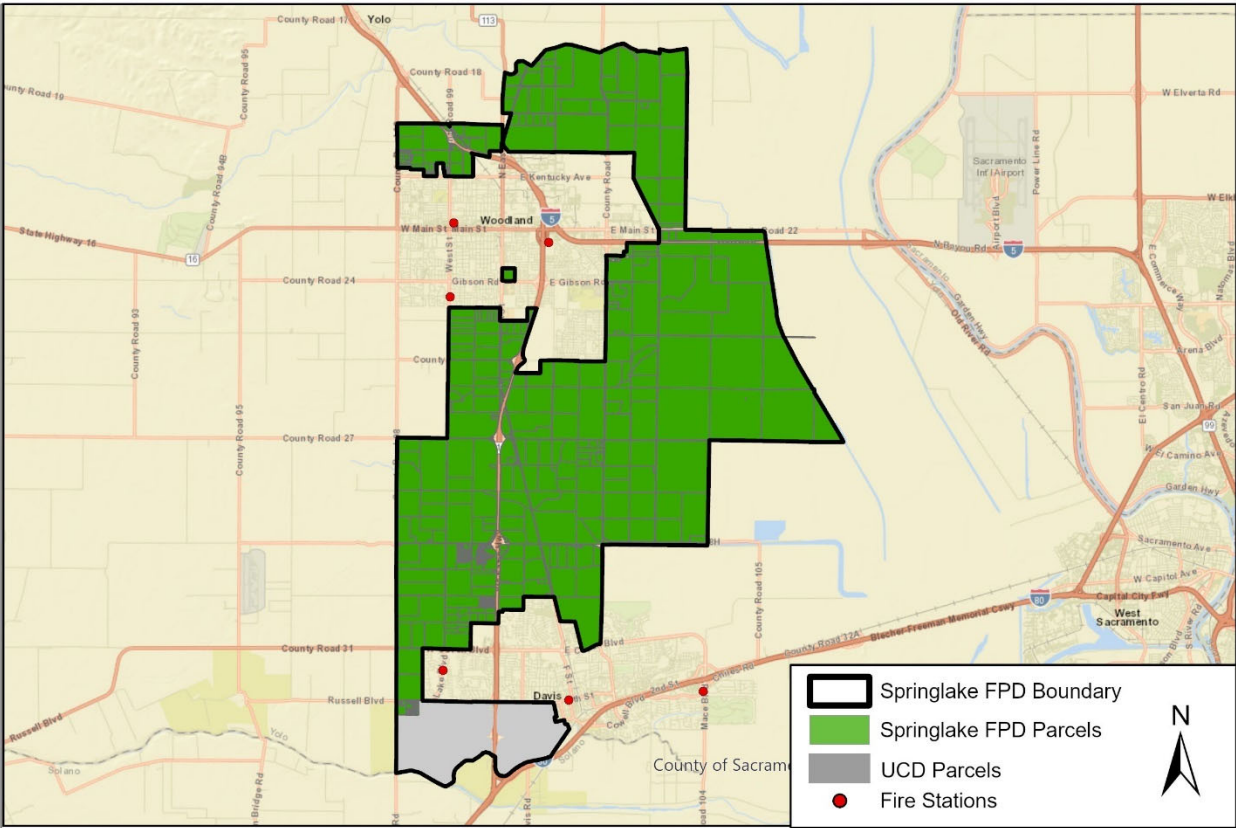
By

A handwritten signature in blue ink, appearing to read "John W. Bliss", written over a horizontal green line.

John W. Bliss, License
No. C052091

Assessment Diagram

The Assessment District includes all properties within the boundaries of the Fire Protection and Emergency Response Services District. The boundaries of the Assessment District are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Assessment District are those lines and dimensions as shown on the maps of the Assessor of Yolo County, and are incorporated herein by reference, and made a part of this Diagram and this Report.



FILED IN THE OFFICE OF THE FIRE CHIEF OF THE
SPRINGLAKE FIRE PROTECTION DISTRICT,
COUNTY OF YOLO,
CALIFORNIA, THIS _____ DAY OF _____, 2025.

CLERK OF THE BOARD

RECORDED IN THE OFFICE OF THE FIRE CHIEF OF
SPRINGLAKE FIRE PROTECTION DISTRICT,
COUNTY OF YOLO, CALIFORNIA
THIS _____ DAY OF _____, 2025.

CLERK OF THE BOARD

Note:
REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF
RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY
OF YOLO FOR A DETAILED DESCRIPTION OF
THE LINES AND DIMENSIONS OF ANY PARCEL SHOWN
HEREIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS
CONCERNING THE LINES AND DIMENSIONS OF SUCH
PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY
ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.

AN ASSESSMENT WAS CONFIRMED AND LEVIED BY THE
BOARD OF COMMISSIONERS OF SPRINGLAKE FIRE
PROTECTION DISTRICT, COUNTY OF YOLO,
ON THE LOTS, PIECES AND PARCELS OF LAND ON THIS
ASSESSMENT DIAGRAM ON THE _____ DAY
OF _____, 2025 FOR THE
FISCAL YEAR 2025-26 AND SAID ASSESSMENT DIAGRAM
AND THE ASSESSMENT ROLL FOR SAID FISCAL YEAR WERE
FILED IN THE OFFICE OF THE COUNTY AUDITOR OF THE
COUNTY OF YOLO ON THE _____ DAY OF
_____, 2025. REFERENCE IS HEREBY MADE TO
SAID RECORDED ASSESSMENT ROLL FOR THE EXACT
AMOUNT OF EACH ASSESSMENT LEVIED AGAINST EACH
PARCEL OF LAND.

CLERK OF THE BOARD

FILED THIS _____ DAY OF _____, 2025 AT THE
HOUR OF _____ O'CLOCK ____M. IN THE OFFICE OF THE
COUNTY TAX COLLECTOR OF THE COUNTY OF
YOLO, STATE OF CALIFORNIA, AT THE REQUEST
OF THE BOARD OF SPRINGLAKE FIRE PROTECTION DISTRICT.

COUNTY TAX COLLECTOR, COUNTY OF YOLO

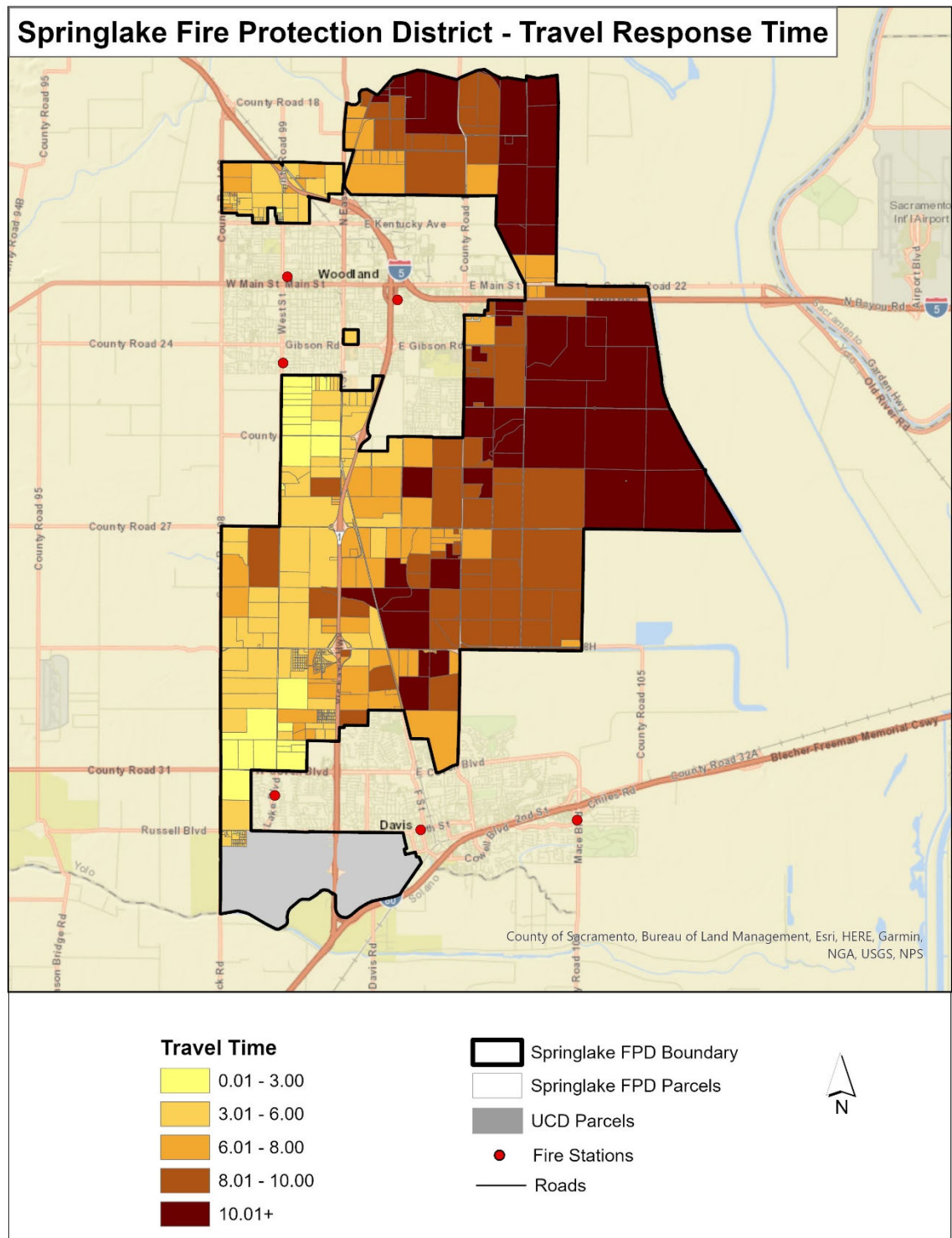
Springlake Fire Protection District Fire Protection and Emergency Services Assessment Diagram

SCI Consulting Group
4745 Mangels Blvd
Fairfield, CA 94534
707-430-4300

Appendix A – Fire Hazard Areas Diagram

The Springlake Fire Protection District does not have any fire hazard areas currently identified.

Appendix B – Response Areas Travel Time Diagram



Appendix C – Assessment Roll, Fiscal Year 2025-26

The Assessment Roll is made part of this report and is available for public inspection during normal office hours. Each lot or parcel listed on the Assessment Roll is shown and illustrated on the latest County Assessor records and these records are, by reference, made part of this Report. These records shall govern all details concerning the description of the lots of parcels.

End Notes

¹ Insurance Services Offices Inc. <http://www.rockwall.com/documents/fire/ISO.pdf>

² Institute for Business & Home Safety, "Protect Your Home Against Wildfire Damage," <http://www.ibhs.org/publications/view.asp?id=125>

³ *ibid.*, p.2



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.9
SUBJECT: Receive and File the Manufactured Home Fair Practices Commission Annual Report for the 2024 Program Year

Recommendation for Action: Staff recommend the City Council receive and file the Manufactured Home Fair Practices Commission Annual Report for the 2024 Program Year.

Staff Contact:

Franklin Cui, Housing Analyst II – 530-661-2019, franklin.cui@cityofwoodland.gov

Fiscal Impact:

In 2024 the City collected registration fees totaling \$9,570 from three of the five manufactured home parks located in Woodland. These revenues help to offset the City costs incurred to administer the program. Two of the parks are not required to pay registration fees: Leisureville is a cooperative and residents purchase a share of the non-profit cooperative (Leisureville Community Association) at the time of entry and the residential units at Casa Del Sol are subject to long-term affordability agreements.

Background:

The City's voters adopted Measure T in November 2001, which added Chapter 16B to the Woodland Municipal Code, entitled Manufactured Home Space Rent Control. Chapter 16B was subsequently moved to Chapter 5.36 in the code. The purpose of the ordinance (Measure T) is to protect the owners and residents of manufactured homes from unreasonable space rental increases while simultaneously recognizing and providing for the need of park owners to receive a just and reasonable return on their property. The ordinance also provided for the establishment of the Manufactured Home Fair Practices Commission of the City of Woodland (Woodland Municipal Code § 5.36.040A). Its membership consists of five regular members and two alternate members, none of whom are permitted to be either a manufactured homeowner, resident, or otherwise have any interest in a manufactured home park (§ 5.36.040B(1)). The Commission reviews all proposed rent increases for mobile home spaces subject to the rent control provisions of the ordinance.

Discussion:

For program year 2024 there were a total of 631 manufactured home spaces in the City, of which 342 spaces are subject to the registration and rent ceiling provisions of the City's Manufactured Home Space Rent Control Ordinance. An Annual Permissive Adjustment (space rent increase) of 2.4% was approved by the Commission in June 2024 for Royal Palm Mobile Estates and Bell's Trailer Village effective July 1, 2024 through June 30, 2025. The status of Idle Wheel's 2024 re-registration and permissive adjustment application is pending Idle Wheel's response and corrective actions to the 2024 exemption denial letter. The Commission approved the Annual Report for the 2024 program year at their June 30, 2025 meeting.

Conclusion:

Staff recommend the City Council receive and file the Manufactured Home Fair Practices Commission Annual Report for the 2024 program year.

Prepared by: Franklin Cui, Housing Analyst II

Reviewed by: Erika Bumgardner, Community Development Deputy Director



Ken Hiatt
City Manager

Attachments:

1. 2024 MHFPC Annual Report



ANNUAL REPORT 2024 MANUFACTURED HOME FAIR PRACTICES COMMISSION

AUTHORITY

The City of Woodland’s mobile home rent control ordinance specifies that the Manufactured Home Fair Practices Commission (MHFPC) render “at least semiannually a comprehensive written report to the City Council concerning the commission’s activities, holdings, actions results of hearings and all other matters pertinent to this chapter...” (§5.36.040(M)(6).) The City Council is provided copies of minutes of MHFPC meetings during the year, but this document represents a more formal reporting of the Commission’s activities for the 2024 program year.

The City’s ordinance also specifies: “The city manager is hereby directed to maintain an accurate accounting of all direct and indirect costs of administering the regulations contained in this chapter. The city manager shall submit a report to the commission and city council of such costs and any recommendation for a change in the registration fee at least annually from and after the effective date of this chapter.” (§5.36.060(E).)

FINANCIAL STATUS

For program years 2002 through 2005, park owners were required to pay an annual registration fee of \$137 per-space. Starting in program year 2006, the Commission recommended, and the City Council approved a lower registration fee of \$30 per space. The \$30 per-space fee continues to remain in effect until changed by the City Council upon the recommendation of the Commission.

MHFPC COMMISSIONERS AND STAFF

In 2024, the MHFPC Commissioners were:

<u>Name</u>	<u>Term Expires</u>
Kathy Trott, Regular Member	6/30/2028
Dick Cronin, Regular Member	6/30/2027
Paul Kramer, Regular Member	6/30/2026
Stacie Lewis, Regular Member	6/30/2025
Ben Cadranell, Regular Member	3/26/2024
VACANT, Alternate Member	N/A
VACANT, Alternate Member	N/A

Franklin Cui from the Community Development Department currently serves as staff to the Commission.

2024 STATISTICS

In 2024, there were a total of 631 manufactured home spaces in the City of Woodland, of which 342 spaces are subject to the registration and rent ceiling provisions of the City of Woodland's Manufactured Home Space Rent Control ordinance.

Mobile Home Park	Spaces in Park	Regulated Spaces
Bell's Trailer Village	39	39
Leisureville	150	0
Idle Wheel Estates	154	154
Casa del Sol	157	18
Royal Palm	131	131
TOTAL	631	342

2024 ACTIVITY BY PARK:

Bells Trailer Village:

- All 39 spaces at Bells Trailer Village were registered with the Commission.
- Registration fees of \$1,170 were paid to the City in December 2023.
- All regulated space rents as of December 31, 2023, appeared to be within the 3.0% increase (permissive adjustment) in the space rent ceiling previously approved by the Commission in 2023.
- Bells completed its annual re-registration process on time and requested a permissive adjustment in 2024.
- The Commission approved a permissive adjustment increase to the space rent ceiling of 2.4% in 2024.

Idle Wheel:

- All 154 spaces at Idle Wheel are subject to the rent control ordinance of Chapter 5.36 with the Commission.
- Idle Wheel registered only 149 of 154 spaces with the Commission in 2023.
- Registration fees of \$4,470 were paid to the City in December 2023.
- For further action, Idle Wheel has not responded to the July 15, 2024, exemption denial letter for previously requested exempted units (space 134 in 2023 and spaces 12, 37, 68, 134, and 204 in 2024) from the City's MHFPC space rent ordinance. Moreover, further updates from Idle Wheel are needed in response to the aforementioned spaces for adherence to space rent regulatory requirements subject to City municipal code ordinances and California Civil Code.
- Idle Wheel completed its annual re-registration process on time and requested a permissive adjustment in 2024.
- The status of Idle Wheel's 2024 re-registration and permissive adjustment application is pending Idle Wheel response and corrective actions to the aforementioned July 15, 2024, exemption denial letter.



- The Commission's 2017 decision on Idle Wheel's Special Adjustment application also included a limited term monthly charge for residents starting at \$7.17 for a period of ten years. (The charge is collected for 20 years and is reduced after ten years and again after fifteen years.) Staff reported that Idle Wheel has been collecting a monthly amount of \$7.17 according to the annual registration.

Royal Palm:

- All 131 spaces at Royal Palm were registered with the Commission.
- Registration fees of \$3,930 were paid to the City in December 2023.
- All regulated space rents as of December 31, 2023, appeared to be within the 3.0% increase (permissive adjustment) in the space rent ceiling previously approved by the Commission in 2023.
- Royal Palm completed its annual re-registration process on time and requested a permissive adjustment in 2024.
- The Commission approved a permissive adjustment increase to the space rent ceiling of 2.4% in 2024.

Leisureville:

- There are 150 spaces at Leisureville. Management claims there are no space renters, and that all residents have an ownership interest in the park. Because Leisureville did not have at least 2 spaces rented or held out for rent, Leisureville is exempt from the Ordinance and the Commission took no action.

Casa del Sol:

- Community Housing Opportunities Corporation submitted an annual registration showing that 156 of the 157 park spaces at Casa del Sol, the one park space not listed is used for the park manager. Of the 156 units, 138 are subject to recorded affordable housing covenants which restrict tenancies to low- very-low income households and require rents affordable to residents at those income levels. The remaining 18 units are held out for median income households and claimed by CHOC to be exempt under Cal. Civil Code section 798.17, a state law preempting local rental control for spaces under specified long-term leases (greater than one year). As a result, registration fees were not paid for these spaces, but CHOC is required to annually re-confirm the exemption for the spaces.

Commission Meetings for Program Year 2024

For Program Year 2024, the Manufactured Home Fair Practices Commission held 4 meetings that took place on May 22, 2024 & June 12, 2024 & June 26, 2024 & August 21, 2024.

Franklin Cui, Housing Analyst II
MHFPC Staff

Dated: _____



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.10
SUBJECT: Certification of the 2025 Sewer System Management Plan

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____, certifying the 2025 Revised Sewer System Management Plan.

Staff Contact:

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

Fiscal Impact:

This action has no impact on the City's General Fund. The sewer enterprise fund currently covers staffing and preventative maintenance costs necessary to operate according to the Sewer System Management Plan (SSMP).

Background:

On December 6, 2022 the State Water Resources Control Board (SWRCB) adopted the Statewide General Waste Discharge Requirements (WDRs), Order No. 2022-0103-DWQ to provide statewide approach for reducing Sanitary Sewer Overflows (SSOs) and other hazardous spills. A spill is a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Spills can pollute surface and ground waters, threaten public health, adversely impact aquatic life, and impair the recreational use and esthetics of surface waters. The goal of spill reduction is to decrease the risk to human health and the environment. To accomplish this goal, the general WDRs require each public agency that owns and/or operates a sanitary sewer system to meet specific requirements, including development and implementation of a system-specific SSMP. To comply with this requirement, the City Council certified the SSMP on June 16, 2009 and recertified updated versions on June 13, 2015 and December 15, 2020.

Waste Discharge Requirements and Sewer System Management Plan

A key requirement of the Statewide General Waste Discharge Requirements for Sanitary Sewer Systems is the development and implementation of an SSMP to reduce the risk of spills, particularly those that may reach waters of the State. The SSMP must be reviewed and updated at least every six years to ensure continued compliance. A copy of the 2025 revised SSMP will be made publicly available on the City's website.

The mandatory elements of the SSMP are specified below:

1. Goals – The SSMP must establish clear goals for the effective management, operation, and maintenance of the sewer system.
2. Organization – the SSMP must identify responsible personnel and lines of authority for SSMP implementation and spill response.
3. Legal Authority – the SSMP must describe the City's legal authority to regulate, maintain, and enforce proper use of the sanitary sewer system.

4. Operations and Maintenance Program – the SSMP must include an O&M program that outlines routine maintenance, mapping, asset condition assessment, staffing, and long-term system planning.
5. Design and Performance Standards – the SSMP must provide design, construction, inspection, and testing standards for system infrastructure.
6. Spill Emergency Response Plan – the SSMP must include a Spill Emergency Response Plan (SERP) that details procedures for spill response, notification, mitigation, and public health protection.
7. Sewer Pipe Blockage Control Program – the SSMP must describe the City’s program to minimize blockages in the sanitary sewer system, including public outreach, source control, inspection, and enforcement efforts related to fats, oils and grease (FOG), debris, and other common causes of pipe blockages.
8. System Evaluation, Capacity Assurance, and Capital Improvements (SECAP) – the SSMP must provide a plan for evaluating system capacity during peak flow conditions and outline capital improvements to address them.
9. Monitoring, Measurement, and Program Modifications – the SSMP must establish methods to measure SSMP effectiveness and implement necessary updates.
10. Internal Audits – The SSMP must require audits at least every three years to assess program effectiveness and identify corrective actions.
11. Communication Program – the SSMP must describe the City’s plan to provide public access to SSMP-related information and ensure transparency and responsiveness.

Discussion:

The revised 2025 SSMP complies with all mandatory elements required under the current SWRCB regulations. City Engineering and Public Works staff, with consultation from Robertson-Bryan Inc. (RBI), conducted a thorough review and update of the SSMP to ensure consistency with applicable regulatory requirements, including General Order 2022-0103-DWQ, which most recently supplemented previous WDRs for sanitary sewer systems. General Order 2022-0103-DWQ establishes updated requirements for the operation, maintenance, monitoring, and reporting of publicly owned sanitary sewer systems to reduce the frequency and severity of spills. It also introduces revised definitions, performance criteria, and enhanced spill response and notification protocols. This 2025 update reflects those changes and affirms the City’s ongoing commitment to effective sewer system management and regulatory compliance.

Conclusion:

Staff recommend the City Council adopt Resolution No. _____, certifying the 2025 Revised Sewer System Management Plan.

Prepared by: Matt Cohen, Associate Engineer

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



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Certification of 2025 SSMP

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
CERTIFYING THE 2025 REVISED SEWER SYSTEM MANAGEMENT PLAN**

WHEREAS, State General Waste Discharge Requirements (“WDRs”) were adopted statewide by the State Water Resources Control Board on May 2, 2006 and updated by Order No. 2006-0003, Order 2008-0002-EXEC, Order 2013-0058-EXEC; and Order WQ 2022–0103-DWQ; and

WHEREAS, the updated WDRs require each public agency that owns and/or operates a sanitary sewer system to meet specific requirements, including development and implementation of a system-specific Sewer System Management Plan (“SSMP”) and update/re-certify the SSMP every 6 years; and

WHEREAS, to comply with this requirement, the City Council certified the SSMP on June 16, 2009, re-certified the updated SSMP on June 13, 2015 and re-certified the new updated SSMP on December 15, 2020; and

WHEREAS, the City Council wishes to re-certify the 2025 version of the SSMP.

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

SECTION 1. The City Council hereby certifies the 2025 revised Sewer System Management Plan.

SECTION 2. A copy of the updated SSMP will be made available on the City of Woodland’s website.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.11
SUBJECT: Award Construction Contract for the Downtown Parking Lot Rehabilitation Project, CIP 24-09 and First Street Parking Lot Rehabilitation Project, CIP 24-13

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____, 1) Waiving the minor bid irregularity and approving a construction contract for the Downtown Parking Lot Rehabilitation Project, CIP 24-09 and the First Street Parking Lot Rehabilitation Project, CIP 24-13, awarding the construction contract in the amount of \$376,572.19 to JB-TC Ventures LLC (DBA JB Bostick Company), authorizing a contract contingency up to 20% (\$75,314.44), and authorizing the City Manager to execute the construction contract and change orders; and 2) Approving the first amendment to the consultant services agreement with Associated Engineering Consultants, Inc. (AEC) for staff augmentation services related to CIP 24-09 in the amount of \$68,632 bringing the total contract amount to \$152,863.75, authorizing a contract contingency up to 20% of the first amendment (\$13,726.40), and authorizing the City Manager to execute amendments; and 3) Approving the first amendment to the consultant services agreement with AEC for staff augmentation services related to CIP 24-13 in the amount of \$44,352 bringing the total contract amount to \$128,583.75, authorizing a contract contingency up to 20% of the first amendment (\$8,870.40), and authorizing the City Manager to execute amendments.

Staff Contact:

Sara Andreotti, Engineering Assistant, (530) 661-5951, sara.andreotti@cityofwoodland.gov

Fiscal Impact:

The projects are included in the current Capital Budget as CIP 24-09 and CIP 24-13, with a combined total budget of \$1,325,000. The funding for the projects is entirely Measure F, including \$575,000 for CIP 24-09 and \$750,000 for CIP 24-13. This allocation aligns with both the approved Capital Budget and the Measure F Spending Plan.

Background:

In November 2016, Woodland voters approved Measure F, extending the ½ cent supplemental sales tax for 12 years. This tax provides funding for essential city services, including pavement rehabilitation.

Pavement rehabilitation addresses pavement surface deterioration by replacing, restoring, and repairing damaged surfaces. This extends their useful life, improves rideability and durability, and helps to prevent costly complete replacement while enhancing safety and performance. Parking lot pavement rehabilitation is a necessary maintenance activity to reduce hazards for drivers, cyclists, and pedestrians by eliminating surface deficiencies.

Discussion:

The two projects will be constructed as one contract to minimize cost, delay and coordination challenges. The project scope includes pavement maintenance and rehabilitation in two key

downtown parking lots (see attached location map):

- **Downtown Parking Lot:** Public parking lot behind Hotel Woodland - south of Main Street between Elm and College streets
- **First Street Parking Lot:** Public parking lot across from City Hall – south of Court Street between First and Second streets

Parking lots will be restriped to meet current parking stall standards and signage will be updated as necessary.

On May 13, 2025, Council approved plans and specifications for the project and the project was advertised for bid shortly thereafter. On July 1, 2025, the City received 7 bids for construction of the project.

Staff performed due diligence in reviewing the bids and, barring one waivable minor bid irregularity in the low bid, the bids complied with the technical submittal requirements. The City received the following bids:

	Bidder Name	Bid Amount
1	JB Bostick Company	\$376,572.19
2	George Reed, Inc.	\$464,727.64
3	Martin General Engineering, Inc.	\$498,311.15
4	B & M Civil, LLC	\$558,666.20
5	Granite Construction Company	\$659,168.59
6	JPB Designs, Inc.	\$860,995.00
7	Vintage Paving Co, Inc.	\$1,004,487.08

JB Bostick Company has been determined to be the lowest responsible, responsive bidder. Staff recommends that Council award the construction contract in the amount of \$376,572.19.

To ensure quality control during construction, staff request authorization to amend each of the existing agreements with AEC to proceed with construction management, specialized inspection, and testing services for both projects.

The contract amounts for each project are as follows:

CIP 24-09: Amendment 1 - \$68,632; new total contract amount \$152,863.75

CIP 24-13: Amendment 1 - \$44,352; new total contract amount \$128,583.75

Staff is also requesting that the Council approve a contingency of up to 20% on both the construction and consultant contracts to account for work and inspections associated with any unforeseen conditions on the project. This contingency amount is consistent with prior similar projects.

Conclusion:

Staff recommend the City Council adopt Resolution No. _____,

1) Waiving the minor bid irregularity and approving a construction contract for the Downtown Parking Lot Rehabilitation Project, CIP 24-09 and the First Street Parking Lot Rehabilitation Project, CIP 24-13, awarding the construction contract in the amount of \$376,572.19 to JB-TC Ventures LLC (DBA

JB Bostick Company), authorizing a contract contingency up to 20% (\$75,314.44), and authorizing the City Manager to execute the construction contract and change orders; and
2) Approving the first amendment to the consultant services agreement with Associated Engineering Consultants, Inc. (AEC) for staff augmentation services related to CIP 24-09 in the amount of \$68,632 bringing the total contract amount to \$152,863.75, authorizing a contract contingency up to 20% of the first amendment (\$13,726.40), and authorizing the City Manager to execute amendments; and
3) Approving the first amendment to the consultant services agreement with AEC for staff augmentation services related to CIP 24-13 in the amount of \$44,352 bringing the total contract amount to \$128,583.75, authorizing a contract contingency up to 20% of the first amendment (\$8,870.40), and authorizing the City Manager to execute amendments.

Prepared by: Sara Andreotti, Engineering Assistant

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



Ken Hiatt
City Manager

Attachments:

1. Resolution
2. CIP 24-09 and CIP 24-13 Project Limits

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING A CONSTRUCTION CONTRACT AND CONSULTANT CONTRACT
AMENDMENTS FOR THE DOWNTOWN PARKING LOT REHABILITATION
PROJECT (CIP 24-09) AND FIRST STREET PARKING LOT REHABILITATION
PROJECT (CIP 24-13)**

WHEREAS, the City of Woodland has funding in the Capital Budget for the Downtown Parking Lot Rehabilitation Project, CIP 24-09 and the First Street Parking Lot Rehabilitation Project, CIP 24-13 (the “Project”); and

WHEREAS, the City Council approved the plans and specifications and authorized bid advertisement on May 13, 2025; and

WHEREAS, the City received seven bids on July 1, 2025, and of the seven received bids, the lowest responsive, responsible bidder was JB-TC Ventures LLC (DBA JB Bostick Company), as determined by their bid amount of \$ 376,572.19; and

WHEREAS, the City wishes to waive the minor bid irregularity and award the construction contract to JB-TC Ventures LLC (DBA JB Bostick Company) in the amount of \$376,572 and authorize a contingency up to 20% (\$75,314.44); and

WHEREAS, the City desires to have the construction management, inspection and testing performed by an experienced consultant that has managed similar pavement projects for the City; and

WHEREAS, the City wishes to approve the first amendment for staff augmentation services for CIP 24-09 with Associated Engineering Consultants, Inc. in the amount of \$68,632 for CIP 24-09 and authorize contingency up to 20% (\$13,726.40) of the first amendment; and

WHEREAS, the City wishes to approve the first amendment for staff augmentation services for CIP 24-09 with Associated Engineering Consultants, Inc. in the amount of \$44,352 for CIP 24-13 and authorize contingency up to 20% (\$8,870.40) of the first amendment; and

WHEREAS, the City Council wishes to approve the above mentioned construction contract and consultant agreement amendments and authorize their execution through the adoption of this Resolution.

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

Section 1. The City Council hereby approves the construction contract with JB-TC Ventures LLC (DBA JB Bostick Company) in the amount of \$376,572.19. The City Manager is hereby authorized and directed to execute the contract and change orders up to 20% (\$75,314.44) of the original contract amount, subject to City Attorney approval. The City Attorney is hereby authorized to make clarifying and conforming changes so long as the total dollar amount authorized herein does not change.

Section 2. The City Council hereby approves the first amendment to the consultant services agreement with Associated Engineering Consultants, Inc. for staff augmentation services related to CIP 24-09, in the amount of \$68,632, for a total contract amount of \$152,863.75. The City Manager is hereby authorized and directed to execute the amendment and change orders up to 20% (\$13,726.40) of the first amendment amount, subject to City Attorney approval. The City Attorney is hereby authorized to make clarifying and conforming changes so long as the total dollar amount authorized herein does not change.

Section 3. The City Council hereby approves the first amendment to the consultant services agreement with Associated Engineering Consultants, Inc. for staff augmentation services related to CIP 24-3, in the amount of \$44,352, for a total contract amount to \$128,583.75. The City Manager is hereby authorized and directed to execute the amendment and change orders up to 20% (\$8,870.40) of the first amendment amount, subject to City Attorney approval. The City Attorney is hereby authorized to make clarifying and conforming changes so long as the total dollar amount authorized herein does not change.

Section 4 Copies of the Construction Contract and Consultant Agreement for Construction Management and Inspection Services are available and on file in the City Clerk's office and are incorporated herein by reference and made a part of this Resolution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular schedule meeting held on the 15th day of July 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

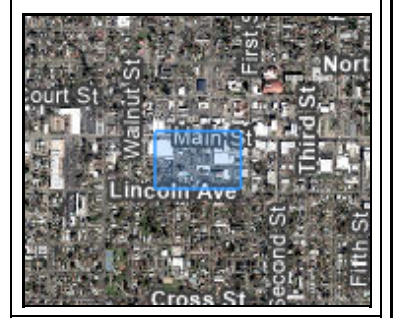
Rich Lansburgh, Mayor

Sarah Lansburgh, CMC, City Clerk

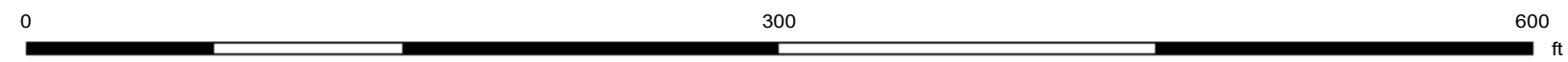
**Downtown Parking
Lot Rehabilitation
Project, CIP 24-09**

Legend

 Project Limits



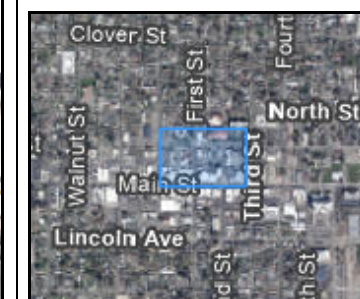
Notes



First Street Parking Lot Rehabilitation Project, CIP 24-09

Legend

 Project Limits



Notes



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ft





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.12
SUBJECT: Allocate Funding and Award Construction Contract for the Water Pollution Control Facility Grit System and Screw Pump Rehabilitation Project, CIP 24-12

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____, to
1) Reallocate \$2,500,000 from the Water Pollution Control Facility ("WPCF") Asset Replacement Project, CIP 14-02 to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12;
2) Reallocate \$1,500,000 from the Annual Sewer Repair & Replacement Project, CIP 08-21 to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12;
3) Approve the construction contract for the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12, awarding the construction contract in the amount of \$3,177,200 to Cushman Contracting Corporation, authorizing a contract contingency up to 10% of the base bid amount (\$317,720), and authorizing the City Manager to execute the construction contract and change orders; and
4) Approving a consultant agreement for construction inspection services with WSP USA, Inc., in the amount up to \$307,970, authorizing a contract contingency of up to 10% (\$30,797), and authorizing the City Manager to execute the agreement and amendments.

Staff Contact:

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

Fiscal Impact:

Funding for the Water Pollution Control Facility (WPCF) Grit System and Screw Pump Rehabilitation Project, CIP 24-12, (hereafter "Project") is currently funded in the Capital Budget with \$500,000 of Sewer Enterprise Funds. This current funding in CIP 24-12 was to cover design, engineering and bidding costs. Now that the bid period has closed, project costs can be more accurately summarized. The construction contract award, plus 10% construction contingency, inspection costs, design, and project management resulted in a total project cost of \$4,500,000. Staff is recommending the reallocation of \$2,500,000 of Sewer Enterprise funding from WPCF Asset Replacement Project, CIP 14-02 and \$1,500,000 from the Annual Sewer Repair & Replacement Project, CIP 08-21 to the Project to cover the total project cost.

There is no impact to the General Fund.

Background:

City staff continuously operate the WPCF and continually review statuses of the equipment and treatment processes necessary to discharge treated wastewater in accordance with the WPCF's NPDES permit. Repair and replacement of WPCF components is based on information obtained from these assessments. Several components were identified for replacement at the headworks, including the influent pumps and the grit removal system, due to deteriorated conditions, operational constraints, and lack of availability of replacement parts. A reliable, properly operating headworks that can be efficiently maintained is imperative for the continued operation of the WPCF. The Project will replace aging and deteriorated influent screw pumps and grit removal equipment. Both the grit system and influent screw pumps handle raw sewage. As raw sewage is corrosive, which generally limits equipment operational life to less than 20 years, the Project was planned as part of the WPCF

Master Planning effort and has already been included in forecasting the Asset Replacement Program.

Discussion:

The City advertised for bids on May 29, 2025. On July 2, 2025, the City received 5 bids for CIP 24-12 in the amounts tabulated below:

BID NO. CONTRACTOR BASE BID AMOUNT

1. Cushman Contracting Corporation - \$3,177,200.00
2. TNT Industrial Contractors, Inc. - \$3,597,000.00
3. Innovative Construction Solutions - \$3,645,000.00
4. GSE Construction Company, Inc. - \$3,755,689.00
5. Valentine Corporation - \$3,873,369.00

The engineer's estimate for Project construction was \$3.2 million. Staff performed due diligence in reviewing the bids. Cushman Contracting Corporation has been determined to be the lowest responsive, responsible bidder and has complied with all bid submittal requirements.

The construction contract provides 430 working days for completion of the Project. Staff anticipate completion in Fall of 2027. The Project will utilize City staff for construction management and contract with WSP USA, Inc. for assistance with construction management and part-time construction inspection services. WSP USA, Inc. is one of 8 firms selected by the City for on-call construction inspection through a Quality-Based Selection process performed in September 2018. WSP USA, Inc. is also one of 3 firms selected in 2018 by the City for qualified inspection of the City's North Regional Pond and Pump Station Project, CIP 17-21.

Conclusion:

Staff recommend the City Council adopt Resolution No. _____, to

- 1) Reallocate \$2,500,000 from the Water Pollution Control Facility ("WPCF") Asset Replacement Project, CIP 14-02 to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12;
- 2) Reallocate \$1,500,000 from the Annual Sewer Repair & Replacement Project, CIP 08-21 to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12;
- 3) Approve the construction contract for the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12, awarding the construction contract in the amount of \$3,177,200 to Cushman Contracting Corporation, authorizing a contract contingency up to 10% of the base bid amount (\$317,720), and authorizing the City Manager to execute the construction contract and change orders; and
- 4) Approving a consultant agreement for construction inspection services with WSP USA, Inc., in the amount up to \$307,970, authorizing a contract contingency of up to 10% (\$30,797), and authorizing the City Manager to execute the agreement and amendments.

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

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


Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Award Construction Contract WPCF Grit System Screw Pump Rehab Project, CIP 24-12
2. City_of_Woodland-WPCF_IPS_GFI_Project

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
ALLOCATING PROJECT FUNDS, AWARDING A CONSTRUCTION CONTRACT TO
CUSHMAN CONTRACTING CORPORATION, AND APPROVING A CONSULTANT
AGREEMENT FOR CONSTRUCTION INSPECTION SERVICES WITH WSP USA,
INC., FOR THE GRIT SYSTEM AND SCREW PUMP REHABILITATION PROJECT,
CIP 24-12**

WHEREAS, on April 15, 2025, the City Council approved the plans and specifications for CIP 24-02, the WPCF Grit System and Screw Pump Rehabilitation Project (the “Project”) and authorized advertisement for bids; and

WHEREAS, on May 29, 2025, the City of Woodland advertised for bids; and

WHEREAS, on July 2, 2025, the City of Woodland (the “City”) received 5 bids and Cushman Contracting Corporation (“Cushman”) was determined to be the lowest responsible bidder submitting a responsive bid with a base bid amount of \$3,177,200; and

WHEREAS, the City wishes to approve the reallocation of \$1,500,000 of Sewer Enterprise Funds from the Annual Sewer Repair and Replacement Project, CIP 08-21, to CIP 24-12; and

WHEREAS, the City wishes to approve the reallocation of \$2,500,000 of Sewer Enterprise Funds from the WPCF Asset Replacement Project, CIP 14-02, to CIP 24-12; and

WHEREAS, the City wishes to approve a construction contract in the amount of \$3,177,200 with Cushman for construction of the Project and authorize a contract contingency of up to 10% (\$317,720); and

WHEREAS, the City wishes to approve a consultant agreement with WSP USA, Inc. (“WSP”) for construction inspection services for an amount up to \$307,970 and approve a contract contingency of up to 10% (\$30,797); and

WHEREAS, the City Council wishes to approve the construction contract with Cushman, to approve the consultant agreement with WSP, and to authorize their execution through the adoption of this Resolution.

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

SECTION 1. The City Council hereby authorizes the reallocation of \$1,500,000 of Sewer Enterprise Funds from the Annual Sewer Repair and Replacement Project, CIP 08-21, to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12.

SECTION 2. The City Council hereby authorizes the reallocation of \$2,500,000 of Sewer Enterprise Funds from the WPCF Asset Replacement Project, CIP 14-02, to the WPCF Grit System and Screw Pump Rehabilitation Project, CIP 24-12.

SECTION 3. The City Council hereby approves the construction contract with Cushman Contracting Corporation in the amount of \$3,177,200. The City Manager is hereby authorized and directed to execute the contract and change orders up to 10% of the original contract amount (\$317,720), subject to City Attorney approval. The City Attorney is hereby authorized to make clarifying and confirming changes so long as the total dollar amount authorized herein does not change.

SECTION 4. The City Council hereby approves the consultant agreement with WSP USA, Inc. in the amount of \$307,970. The City Manager is hereby authorized and directed to execute the agreement and amendments up to 10% of the original contract amount (\$30,797), subject to City Attorney approval. The City Attorney is hereby authorized to make clarifying and confirming changes so long as the total dollar amount authorized herein does not change.

SECTION 5. Copies of the Construction Contract and Consultant Agreement for Construction Inspection Services are available and on file in the City Clerk's office and are incorporated herein by reference and made a part of this Resolution.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney

COST PROPOSAL

FOR

City of Woodland ***On-Call Professional Municipal Engineering Services***

CIP24-12, WPCF Influent Pump Station & Grit Facility Improvements Project

From:



Approved: _____ Date: 6/30/2025

To:

City of Woodland

6/30/2025

Basis For Estimate

- 1 WSP Task Order contract is expected to start September 2025 and end in April 2027.
- 2 Construction duration, September 2025 through March 2027.
- 3 Estimate based on 11 months of on-site construction work in accordance with the 5/2025 schedule provided.
- 4 Based on part-time CM and inspection services. CM services to be consistent with scope provided by the City
- 5 Claims support will be to extent that the budget accommodates.
- 6 Rate escalations of 3.5% occur annually (with concurrence) in January and are included in this proposal, or in accordance with PW requirements.
- 7 Field office space at WPCF is requested, but not required.
- 8 Based on available Plans and Specifications.
- 9 No OT or night shift work is anticipated.
- 10 Material testing by others. Some special inspections by others, a detailed breakdown can be provided upon request.
- 10 Work is in conjunction with the City's Water and Sewer Repair project.
- 11 Suzie Carlson is identified as the inspector for pricing purposes only. Qualified staff member may vary.

COST PROPOSAL SUMMARY

1) BURDENED LABOR COSTS (Includes Profit)		
REGULAR TIME	283,652	
OVERTIME	-	
PREMIUM TIME	-	
	SUBTOTAL	<u>283,652</u>
2) SUBCONSULTANTS:		
	No Subs.	
3) MISCELLANEOUS EXPENSES		
	24,318	
	SUBTOTAL	<u>24,318</u>
TOTAL CONTRACT AMOUNT:		<u><u>307,970</u></u>
4) ADDITIONAL SERVICES (None)		

WSP STAFFING SCHEDULE
(REGULAR TIME HOURS - ENTIRE TEAM)

YEAR:			2025												2026												2027													
PRECONSTRUCTION																																								
TRAINING																																								
POSTCONSTRUCTION																																								
MONTH:			J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	TOTAL HOURS	
POSITION	NAME	FIRM	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12														
Project Manager	Bob Nichols	WSP									8	8	8	8	8	8	8	8	12	12	12	12	8	8	8	8	16	16	16	16										208
Inspector/ARE	TBD	WSP									8	8	8	8	8	8	8	8	80	80	40	40	80	80	80	80	80	40	40	40	80									864
Intern	TBD	WSP																																					0	
Project Administration	Tuyen Tran	WSP									1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1										20
OE	TBD	WSP																																					0	
Senior Inspector*	Bo Peterson	WSP																	4	4	4	4	4	4	4	4	4	4	4										44	
Electrical Inspector	Shawn Bolich	WSP																			40	40						40	40										160	
																																							1,296	

CIP24-12, WPCF Influent Pump Station & Grit Facility Improvements Project
WSP

WSP LABOR COSTS
(REGULAR TIME)

			2025			2026			2027		
			TOTAL HRS	BURDENE D RATE	BURDENED WAGE COST	TOTAL HRS	BURDENED RATE	BURDENED WAGE COST	TOTAL HRS	BURDENED RATE	BURDENED WAGE COST
Project Manager	Bob Nichols	WSP	32	\$286	\$9,152	112	\$296	\$33,152	64	\$306	\$19,584
Inspector/ARE	TBD	WSP	32	\$196	\$6,272	592	\$203	\$120,176	240	\$210	\$50,400
Intern	TBD	WSP	0	\$55	\$0	0	\$57	\$0	0	\$59	\$0
Project Administration	Tuyen Tran	WSP	4	\$138	\$552	12	\$143	\$1,716	4	\$148	\$592
OE	TBD	WSP	0	\$97	\$0	0	\$100	\$0	0	\$104	\$0
Senior Inspector*	Bo Peterson	WSP	0	\$196	\$0	32	\$203	\$6,496	12	\$210	\$2,520
Electrical Inspector	Shawn Bolich	WSP	0	\$196	\$0	80	\$203	\$16,240	80	\$210	\$16,800
	TOTALS:		68		\$ 15,976.00	828		\$177,780.00	400		\$ 89,896.00

Total \$ 283,652.00

WSP ESTIMATED MISCELLANEOUS EXPENSES

			UNIT			
			UNIT	QTY	COST (\$)	SUBTOTAL (\$) TOTAL (\$)
A) FIELD COSTS						
(Includes vehicles lease and O & M; digital cameras; video recorder; field, survey and safety equipment.)						
Total Hours for Field CM Staff						
Project Manager	Bob Nichols	Hours		208	\$14	\$2,912
Inspector/ARE	TBD	Hours		864	\$14	\$12,096
Intern	TBD	Hours		0	\$14	\$0
Project Administration	Tuyen Tran	Hours		20	\$0	\$0
OE	TBD	Hours		0	\$14	\$0
Senior Inspector*	Bo Peterson	Hours		44	\$14	\$616
Electrical Inspector	Shawn Bolich	Hours		160	\$14	\$2,240
						\$17,864
B) OFFICE COSTS						
Computers		Hour		1296	\$0.35	\$454
Miscellaneous Supplies		Month		20.0	\$250	\$5,000
Printing		Month		20.0	\$50	\$1,000
						\$6,454
TOTAL DIRECT EXPENSES						24,318



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.13
SUBJECT: Request for the Appropriation of Reserve Balances into the Equipment Replacement Fund (2012) to Purchase Replacement Fleet Vehicles

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____, 1) Authorizing the appropriation of \$100,000 from the Water (2210) Fund Balance, as well as \$100,000 from the Sewer (2220) Fund Balance as an expense transfer into the Equipment Replacement Fund (2012); and 2) Authorize the appropriation of the same \$200,000 in the Equipment Replacement Fund (2012) for the purchase of replacement vehicles for 2-107 and 3-107.

Staff Contact:

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

Fiscal Impact:

The appropriation of \$200,000 into the Vehicle Replacement Fund (2012) will be fully funded through the Water and Collections groups reserve balances. This allocation will be used exclusively for the purchase of replacement fleet vehicles. The reserve fund is sufficient to cover the cost, and there will be no adverse impact on the City's General Fund or operating budget.

Background:

The City of Woodland maintains a reserve fund designated for capital expenditures, including vehicle replacements. This fund supports the sustainability and operational readiness of City services. Many of the City's fleet vehicles, essential to departments such as Public Works and Parks, become unreliable due to age or other factors and require replacement to safely and efficiently be used by city personnel. Sufficient funds have previously been allocated to the reserves for each of these vehicles to make this purchase possible.

Recently, two fleet vehicles used by the Water and Collection Divisions were evaluated and determined to be beyond repair. These vehicles, which are critical to daily operations, now require accelerated replacement. The total cost for these replacements is estimated at \$200,000.

Discussion:

Fleet vehicles are critical to the operation of various City departments. As vehicles age, maintenance costs and downtime due to repairs increase significantly, negatively impacting service delivery and staff productivity.

In this case, the Water and Collection Division's electric fleet vehicles have reached the end of their service life sooner than expected and cannot be repaired. To avoid operational disruptions, it is necessary to proceed with immediate replacements.

Appropriating \$200,000 from reserve fund 2210 and 2220 balances into Fund 2012 will allow the City to replace these vehicles and maintain continuity in essential services. This investment will reduce further risk of service interruption, lower maintenance costs, and enhance overall fleet reliability.

Timely approval of this appropriation will ensure continued support for vital water and collections

services without disruption.

Conclusion:

Staff recommend the City Council adopt Resolution No. _____, 1) Authorizing the appropriation of \$100,000 from the Water (2210) Fund Balance, as well as \$100,000 from the Sewer (2220) Fund Balance as an expense transfer into the Equipment Replacement Fund (2012); and 2) Authorize the appropriation of the same \$200,000 in the Equipment Replacement Fund (2012) for the purchase of replacement vehicles for 2-107 and 3-107.

Prepared by: Courtney Morgan, Management Analyst

Reviewed by: Reece Ulrich, Fleet and Facilities Manager



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Vehicle Reserve Appropriations and Purchase Replacement Fleet Vehicles

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
REQUESTING THE APPROPRIATION OF RESERVE BALANCES INTO THE
EQUIPMENT REPLACEMENT FUND (2012) TO PURCHASE REPLACEMENT
FLEET VEHICLES**

WHEREAS, the City of Woodland maintains a reserve fund designated for capital expenditures and vehicle purchases to support the continuity of City operations; and

WHEREAS, the City has identified the need to replace two (2) fleet service vehicles that have been deemed beyond repair for the Water and Collections Divisions; and

WHEREAS, the immediate replacement of these vehicles is necessary to maintain operational efficiency and avoid service disruptions within the Water and Collections Divisions; and

WHEREAS, the City wishes to appropriate a total of \$100,000 from Fund 2210 and \$100,000 from Fund 2220 reserve balances into the Equipment Replacement Fund (2012) for the purpose of purchasing replacement fleet vehicles for the Water and Collections Divisions; and

WHEREAS, the total cost for the purchase of the replacement fleet vehicles is estimated to be \$200,000.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland hereby authorizes and approves the following:

SECTION 1. The appropriation of \$100,000 from the Water (2210) Fund Balance, as well as \$100,000 from the Sewer (2220) Fund Balance as an expense transfer into the Equipment Replacement Fund (2012).

SECTION 2. The appropriation of the same \$200,000 in the Equipment Replacement Fund (2012) for the purchase of replacement vehicles for 2-107 and 3-107.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.14
SUBJECT: Request for the City Manager to Execute a Cooperative Fuel Services Agreement with Interstate Oil

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute a cooperative Fuel Services Agreement with Interstate Oil for card-lock fuel services for a total not to exceed an amount of \$1,800,000 through June 30, 2028.

Staff Contact:

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

Fiscal Impact:

The recommended purchases will be made from the Fleet Services Oil & Gas operating budget (Vehicle Operations and Maintenance Fund). The City will encumber \$600,000 per year through June 2028 if the City Council approves this resolution, for a total contract amount of \$1,800,000. This amount was based on fuel usages and costs from previous years, with taking rising fuel prices into consideration. Any unused portion of the \$600,000 encumbrance at the end of each year will be returned to the Equipment Services Fund.

Background:

The City's previous contract with Interstate Oil ended in June 2025. The City entered into a cooperative purchasing bid with Yolo County for fuel services in the Spring of 2025. Yolo County hired Blue Blood Consulting, who was the primary coordinator throughout the bidding process. Two proposals received were from Interstate Oil and Ramos Oil. Bids were evaluated based on a points system: a) reasonableness of cost; b) suppliers questionnaire; c) references; e) location of cardlock sites; and f) extra value services/products. Interstate Oil won the bid based on having the most points.

Discussion:

The proposed purchase will be made under a Fuel Services Agreement for a three (3) year term beginning on July 1, 2025 and ending on June 30, 2028. The Agreement also specifies the option for the City to extend the contract for two (2) additional one (1) year periods with the recommendation of the City Manager and the approval from City Council. Interstate Oil is based in Sacramento but has a branch office in Woodland.

The City will be charged discounted prices at Interstate Oil's Pacific Pride locations in Woodland. By filling at these facilities, the City can maximize its cost savings under this fuel purchasing program. The stations are located at:

- 801 East Street;
- 454 N. East Street;
- 183 W. Main Street; and
- 18430 County Road 102

Conclusion:

Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute a cooperative Fuel Services Agreement with Interstate Oil for card-lock fuel services for a total not to exceed an amount of \$1,800,000 through June 30, 2028.

Prepared by: Courtney Morgan, Management Analyst

Reviewed by: Craig Locke, Public Works Director



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - FY26-FY28 Interstate Fuel
2. RFP for Unleaded Gasoline and Diesel Fuel Products and Services
3. 05.30.25 Notice of Intent to Award Letter
4. FY26 Interstate Fuel Contract

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
ADOPTING AND APPROVING THE CITY MANAGER TO EXECUTE A 3-YEAR
COOPERATIVE FUEL SERVICES AGREEMENT WITH INTERSTATE OIL**

WHEREAS, the previous agreement with Interstate Oil ended in June 2025; and

WHEREAS, the City of Woodland entered into a cooperative purchasing bid with Yolo County for fuel services and products in Spring 2025; and

WHEREAS, two proposals were received from Interstate Oil and Ramos Oil, bids were evaluated based on a points system, and Interstate Oil won the bid based on having the most points; and

WHEREAS, the City of Woodland wishes to enter into a three-year Fuel Services Agreement with Interstate Oil for a total Not To Exceed amount of \$1,800,000 through June 2028; and

WHEREAS, the City Council wishes to authorize the City Manager to execute the Fuel Services Agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland hereby authorizes the City Manager to execute a three-year Fuel Services Agreement with Interstate Oil for a total Not To Exceed the amount of \$1,800,000 through June 30, 2028.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

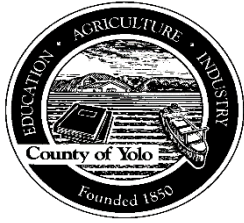
Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney



COUNTY OF YOLO

Procurement Division

Notice of Request for Proposals (RFP)
For
Unleaded Gasoline and Diesel Fuel Product and Services

Bid#: RFP-2025-0017
Bid Posted: April 4, 2025

Proposal Responses Due:
2:00 pm Pacific
May 8, 2025

Issued on behalf of
Yolo County Fleet Services
Woodland, California

RFP Coordinator: Hiren Desai
(859) 420-6760
hiren@bluebloodconsulting.com

TABLE OF CONTENTS

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II. SCHEDULE OF EVENTS	12
III. GENERAL INSTRUCTIONS AND INFORMATION.....	13
IV. TERMS AND CONDITIONS	17
V. INSTRUCTIONS FOR COMPLETION OF PROPOSAL.....	23

Exhibits:

Exhibit "A"	Proposal Transmittal Letter
Exhibit "B-1"	Cost Proposal for Tankwagon deliveries except Cache Creek (County Supplied Form)
Exhibit "B-2"	Cost Proposal for Tankwagon deliveries for Cache Creek (County Supplied Form)
Exhibit "B-3"	Cost Proposal for Cardlock (County Supplied Form)
Exhibit "C"	Suppliers Questionnaire (County Supplied Form)
Exhibit "D"	References (County Supplied Form)
Exhibit "E"	OPIS PAD#5 Report for the Sacramento Area
Exhibit "F"	Northern California Cardlock Fueling Site Locations
Exhibit "G"	Signature Page (County Supplied Form)
Exhibit "H"	Non-Collusion Non-Conflict of Interest Statement (County Supplied Form)

Attachments:

Attachment 1	2023 Insurance Requirements
Attachment 2	Yolo County PO Terms and Conditions
Attachment 3	Yolo County Fuel Delivery Site Locations
Attachment 4	City of Woodland Fuel Delivery Locations

I. INTRODUCTION

A. STATEMENT OF PURPOSE

The County of Yolo is requesting proposals for Unleaded Gasoline & Diesel Fuel Products & Services for countywide use as specified herein. This proposal will include both a Proprietary Cardlock Gasoline and Diesel Fuel System as well as delivery of product to different site locations within Yolo County and the City of Woodland. All products and services shall be performed per specifications outlined in this bid.

The City of Woodland anticipates exercising its option to participate in any agreement created as a result of this RFP with the same terms and conditions specified, including pricing.

Proposers who submit a response to this RFP must have the ability to meet all the requirements, including the terms and conditions contained in this RFP.

B. SYNONYMOUS TERMS

As used throughout this proposal and its attachments, the following terms are synonymous:

1.
 - a. Supplier, Vendor, Contractor
 - b. Purchase Order, Contract, Agreement
 - c. Services, Work, Scope, and Project
 - d. Bidder, Offeror, Proposer
 - e. Beacon, Beacon Bid
2. "The County" generally refers to the County of Yolo, California.

[REST OF PAGE INTENTIONALLY LEFT BLANK]

C. SCOPE OF WORK (SOW)

1. GENERAL DESCRIPTION

Annually Yolo County uses approximately 17,962 gallons of on-road diesel, 218,200 gallons gasoline, 6158 gallons of off-road diesel and 644 gallons of off-road gasoline, spending approximately \$800,000 dollars per year. The City of Woodland uses approximately 90,000 gallons of gasoline and 36,500 gallons of diesel, spending approximately \$560,000 per year.

Purchases and services will be made on an "as requested" basis during the five (5) contract period. The price adjustment methodology for fuel (articulated in Section V) shall remain firm during the entire contract period. There is no guarantee as to the total amount to be purchased during the awarded period.

2. PRODUCT SPECIFICATIONS

All products furnished shall conform to the State of California specifications shown below:

- a. Regular Unleaded Gasoline:
 - i. Minimum Octane Rating of 87 which shall be determined by using the R+M/2 Method.
 - ii. Comply with the requirements of American Society of Testing Materials (ASTM) D4815 latest version.
- b. Unleaded Plus Gasoline:
 - i. Minimum Octane Rating of 89 which shall be determined by using the R+M/2 Method.
 - ii. Comply with the requirements of American Society of Testing materials (ASTM) D4815 latest version.
- c. Unleaded Premium Gasoline:
 - i. Minimum Octane Rating of 91.5 which shall be determined by using the R+M/2 Method.
 - ii. Comply with the requirements of American Society of Testing materials (ASTM) D4815 latest version.
- d. Diesel #2 Ultra-Low Sulfur Fuel LSN2 must comply with requirements of American Society of Testing Materials (ASTM) D975 latest version.
- e. Diesel #2 Ultra-Low Sulfur Fuel LSN2 (**red dye**) must comply with requirements of American Society of Testing Materials (ASTM) D975 latest version.

Only products of new manufacture or distillation will be accepted. No refined or reclaimed products will be accepted. All gasoline and diesel fuel shall have a minimum shelf life of one (1) year.

Approximate Usage:

Estimated annual quantities are given for each commodity. Approximate usage does not constitute an order, but only implies probable quantity the County and City may use. Fuel will be ordered on an as-needed basis. Actual usage less than estimated shall not affect the prices as bid and accepted by Yolo County.

F.O.B. Destination:

Fuel site deliveries shall include delivery to various locations throughout the County of Yolo as specified within this bid. All prices for delivered fuel must be inclusive of any freight/delivery charges or fuel surcharges.

3. DELIVERY FACILITY FUEL SITE REQUIREMENTS

IMPORTANT:

- See Attachment 3 – Yolo County Delivery Site Locations
 - See Attachment 4 – City of Woodland Fuel Delivery Locations
- a. Fuel site deliveries will include a combination of direct fueling of off-road equipment or filling tanks with specified quantities of fuel for use in off-road equipment and generators as requested by the Departments. No orders shall be delivered without an order being placed by the Department.
 - b. The County reserves the right to add additional locations or discontinue service to existing locations without any additional charges or a change in bid price structure.
 - c. It shall be expected by the vendor to delivery any fuel orders placed by the County within forty-eight (48) hours of time of order.
 - d. It shall be required that a metered ticket for each delivery of fuel be delivered to the ordering Department. The ticket should show the purchase order number.
 - e. If the delivery vehicle is equipped with metered pumps, these pumps shall be currently certified as to accuracy by the California Department of Agriculture, Division of Weights and Measures.
 - f. If metering shall not be accomplished from the delivery vehicles at the time of delivery, a highway transportation receipt (H.T.R.), issued at the point where the fuel order was loaded on the delivery vehicle, shall be delivered to the ordering Department. At a minimum, this H.T.R. shall show the date fuel loaded, carrier, truck number, quantity and type of fuel loaded, and temperature of the fuel when loaded.
 - g. All deliveries shall be temperature corrected to 60 degrees Fahrenheit.

- h. All delivery trucks must comply with the current California Air Resources Regulations. Proof of compliance will be supplied by the awarded vendor when requested by the County.
- i. If service on any County owned tank is required, the vendor will service the tank only at the County's request at the hourly price rate submitted in this bid.
- j. Delivery dates and times must be coordinated with the County end users. All deliveries to be made Monday through Friday between the hours of 8:00am-4:00pm, and closed between 12:00pm-1:00pm, unless special delivery restrictions or instructions are required by the requesting Department.

Urgent Deliveries:

It shall be expected by the vendor to delivery any urgent fuel orders placed by the County within twenty- four (24) hours of the time that the orders were placed at no additional cost to the County. Urgent deliveries are not anticipated to occur often and should be kept at a minimum by the ordering department. There are no minimum requirements for urgent deliveries. All urgent deliveries shall occur during normal delivery hours between the hours of 8:00am-4:00pm unless special delivery restrictions apply by the requesting department.

Emergency Deliveries:

All deliveries requested outside the regular working hours of 8:00am to 4:00pm and County observed holidays shall be considered an emergency. Emergency deliveries may be placed by phone from the ordering department following by a facsimile containing the purchase order number on request. The emergency delivery fee will be billed at the rate designated in this bid. The emergency delivery fee will be invoiced separately, but must accompany the fuel invoice for payment.

Trip Charge:

During normal delivery hours of 8:00am to 4:00pm, unless other department restrictions apply, if the contractor attempts to deliver fuel to a delivery site location and is not admitted to the site for reasons beyond the contractor's control caused by the ordering department, the contractor will be paid a trip charge. Contractor will contact using department to reschedule the delivery. The trip charge will be billed at the rate designated in this bid. Trip charge time shall be invoiced separately and supported by appropriate documentation (delivery logs, contact names, etc.). A trip charge fee invoice must accompany the fuel invoice, for the rescheduled delivery, for payment of the trip charge fee.

Standing Time:

The County will not be charged any additional fees for the amount of time it takes the contractor to fuel the County's off-road equipment or generator tanks.

Spillage:

The County has a "zero" leakage" standard for fuel transfer operations.

The vendor shall provide equipment and training of truck drivers to minimize the chance of spillage during connection and disconnection of hoses and during the transfer of fuel. The vendor will ensure that all equipment, tools and procedures used are in compliance with all applicable specifications and regulations governing such operations.

In the event of leakage or spillage, it shall be the vendor's responsibility to effect immediate containment, clean up, disposal and restoration activities in accordance with applicable State of California laws and regulations and subject to the County's satisfaction. All material associated with such clean up shall be removed by the vendor.

Method of Ordering:

For Yolo County, each User Department will have their own Blanket Purchase Order. County User Departments will place orders directly with the Vendor. The City of Woodland will also use Blanket Purchase Order(s) as needed and follow a similar process. An acknowledgment, confirmation, or delivery order number must be indicated in your response.

4. CARDLOCK FACILITY SITE LOCATION REQUIREMENTS

- a. Must have the ability for fueling of large truck, trailer and equipment.
- b. Must have multiple site fueling capabilities for convenience. Areas sites should include Woodland, Davis, West Sacramento, and areas outside Yolo County.
- c. Must have twenty-four (24) hour access three hundred sixty-five (365) days per year to fueling site locations.
- d. Must have an emergency plan for fueling in case of an electrical outage (power source for pumps and card).
- e. Must provide a hand ticket record when system is down.
- f. Must inform County Fleet Services of pump outages at local stations which would increase driver's fueling time.

5. CARDLOCK REPORTING AND BILLING

- a. Must have data patch capabilities to feed daily information into the County's CAMS fuel management software system (CSV file) and the City's Faster Asset Solutions System (CSV file). Systems must be live on April 1st contract start date.
- b. Must provide initial, additional and replacement cards at no charge to both the County and City. This includes any shipping or freight charges.

- c. Must have the ability to limit access by "locking out" lost or stolen cards at the County's direction for both the County and City and offer system control features.
- d. System must allow lockout of any individual card by Fleet Services via data link, or from a master location.
- e. Provide Fleet Services with fuel charge detail (OPIS rate + tax + markup etc.) prior to or same day as transaction report.

Material Safety Data Sheet:

It is required by law that all hazardous materials must be identified and be accompanied with a "Material Safety Data Sheet" (MSDS) at time of delivery.

Substitutions:

Vendor will not be allowed to substitute any product ordered with other merchandise/products without the consent of the County User Department placing the order. If substitute products are delivered without approval, it will be the responsibility of the vendor to pick up those products at no charge or penalty to the County.

Rejected Product Deliveries:

Materials must meet specifications. The vendor shall immediately remove any rejected materials/products brought to the County at his or her own expense. Rejected materials/products shall never again be offered to the County. Vendor will be responsible for all costs and transportation charges incurred in replacing materials/products that do not meet all specifications.

6. INVOICING DOCUMENTATION

Service Representative:

The vendor must provide a knowledgeable representative to respond to all questions regarding orders and billing.

Invoicing:

All invoices must show the contract pricing formula (OPIS PAD 5 Sacramento Regional Rack Price + Differential = Total Price per Gallon). At the close of each month the vendor shall submit a priced statement to include the following billing requirements:

- a. Cardlock System Requirements:
 - i. Invoices are to be submitted (respectively) to:
 - Yolo County PPW-Fleet Services Department
294 West Beamer St.
Woodland, CA. 95695
 - City of Woodland Fleet and Facilities Division
655 N. Pioneer Ave

Woodland, CA 95776

ii. Invoice information must include:

- Fueling site location
- Date and time of transaction
- Miscellaneous codes - County vehicle number and cross reference
- Employee name & card number.
- Vehicle odometer reading
- Product description
- Gallons and price per transaction
- Total gallons and dollars by product
- Total by card.
- Summary of fuel gallons
- Applicable taxes
- Purchase Order Number

b. Delivery Facility Fuel Site Requirements:

i. Invoices are to be submitted to each individual department.

ii. Each delivery location is to be invoiced/credited separately.

iii. Invoice information is to include:

- Agency Name
- Fuel site location
- Date and time of transaction
- Product description
- Amount of fuel dispensed
- Total gallons and dollars by product
- Summary of fuel gallons
- Applicable taxes
- Purchase Order Number

7. MINIMUM VENDOR REQUIREMENTS

The successful awarded vendor (Contractor) must meet all of the following requirements:

- a. Vendor shall possess all Federal, State and Local permits, licenses and approvals necessary to perform each aspect of the work or service required.
- b. The Vendor will make all necessary adjustments to software system(s) to interface with the Yolo County Fleet Services fleet management software system; currently Cascade Software Systems Cost Accounting Management Systems (CAMS) and the City of Woodland's Faster Asset Solutions System at no additional cost the County or City. The County and/or Cascade Software

Systems will provide information needed for interface with the vendor. The City and/or Faster Asset Solutions will provide information needed for the interface with the vendor.

- c. Vendor must export data as a CSV file, with the following data elements such as:
 - Site
 - Transaction Type
 - Card (card# & driver name)
 - Quantity of Fuel
 - Date
 - Time
 - Pump
 - Product
 - Vehicle
 - Odometer
- d. The vendor will provide all transitional interfacing and continual uninterrupted service at date of contract.
- e. Vendor shall provide a 24-hour, toll free line customer support service.
- f. Vendor must provide a 24-hour phone number (beyond answering service) for emergency access only.
- g. Vendor must provide all fuel cards and replacement cards at no expense to the County and City. Currently the County has approximately 500 active cards and 450 vehicles. The City has approximately 450 active cards and 346 vehicles.
- h. Single or multiple cards may be issued for specific vehicles and/or individuals and/or specific fuel types. Types of fueling cards will be requested based on the needs of the County and City.
- i. Vendor shall have gasoline and diesel fuel supply contracts which shall assure the continuous supply of product during the contract period. Vendor must provide information with this bid showing information supporting their ability to supply, without major interruption, the products covered in the bid

8. AWARDED CONTRACTOR ADMINISTRATIVE REQUIREMENTS

- a. The Contractor must supply all applicable insurance requirements required in Attachment 1.
- b. **CONTRACT TERM:**
 - Contractor agrees to provide awarded items and/or services as specified in the RFP document for an initial term of three

(3) years. It is anticipated that this initial term would begin July 1, 2025 to June 30, 2028.

- The contract may be extended by mutual consent for two (2) additional one-year renewal terms. Pricing shall remain firm for the entire contract term (including renewals).

9. PROPOSAL DEADLINE

Proposals shall be submitted no later than the Proposal Deadline time and date detailed in the Section II, RFP Schedule of Events. Proposers shall respond to the written RFP and any exhibits, attachments, or amendments. A Proposer's failure to submit a proposal as required before the deadline shall cause the proposal to be disqualified. Late proposals shall not be accepted nor shall additional time be granted to any potential Proposer.

10. SUBMITTING PROPOSALS

The required method of submitting your proposal is electronically through Beacon Bid's platform (<https://www.beaconbid.com/solicitations/yolo-county/open>).

It is the sole responsibility of the proposer to ensure their proposal reaches Beacon before the closing date and time. If you have any questions regarding the submittal of this proposal, please contact Beacon at 1-888-402-2231 or suppliersupport@beaconbid.com for vendor support.

Bidders/Offerors are cautioned to allow adequate time to ensure timely receipt of their proposals. The County is not responsible for any delays of the Bidder's/Offeror's proposal delivery. Late proposals shall not be accepted, nor shall additional time be granted to any potential Bidder/Offeror.

11. ADDENDA

Any additional information not included in this solicitation which the County finds necessary and material to responding to the RFP will be posted as an addendum on Beacon. Answers to questions submitted through Beacon shall be considered addenda to the solicitation documents.

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II. SCHEDULE OF EVENTS

The following RFP Schedule of Events represents the County's best estimate of the schedule that shall be followed. Unless otherwise specified, the time of day for the following events shall be between 8:00 AM and 4:00 PM., Pacific Time.

The County reserves the right, at its sole discretion, to adjust this schedule as it deems necessary. Notification of any adjustment to the Schedule of Events shall be provided to all vendors through Beacon.

The County is not responsible for failure of the prospective Bidders/Offerors to check for any RFP document updates, changes, or answers to questions posted on the Beacon website. Failure to periodically check the website will be at the Bidder's/Offeror's sole risk.

	EVENT	DATE	TIME
1	County Issues RFP	April 4, 2025	
2	Deadline for Written Comments (Questions) Posted on Beacon	April 17, 2025	2:00pm
3	County Issues Responses to Written Comments	April 24, 2025	
4	Deadline Proposals Due	May 8, 2025	2:00pm
5	County Completes Evaluations	May 2025	
6	Anticipated Contract Start Date	July 1, 2025	

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III. GENERAL INSTRUCTIONS AND INFORMATION

A. RFP COORDINATOR

The following RFP Coordinator shall be the main point of contact for this RFP:

RFP Coordinator: Hiren Desai

Phone: (859) 420-6760

hiren@bluebloodconsulting.com

B. COMMUNICATIONS REGARDING THE RFP

Upon release of this RFP, all vendor communications concerning this procurement must be directed to the RFP Coordinator named above. Unauthorized contact regarding the RFP with other County employees of the procuring county agency may result in disqualification.

Questions concerning this proposal, including specifications, requirements, terms and/or conditions of a solicitation, etc. should be submitted solely in writing online at: <https://www.beaconbid.com/solicitations/yolo-county/open> in the questions and answers section of the solicitation no later than the date and time noted above in the Section II. Schedule of Events Chart, Deadline for Written Comments Posted or per any changes to Schedule of Events as posted to Beacon.

The County is not responsible for failure of the prospective Bidders/Offerors to check for any RFP document updates, changes, or answers to questions posted at the Beacon website. Failure to periodically check the website will be at the Bidder's/Offeror's sole risk.

Any oral communications shall be considered unofficial and nonbinding on the County.

Any irregularities or lack of clarity in the RFP should be brought to the attention of the County for correction or clarification.

C. PROPOSAL PREPARATION COSTS

The County shall not pay any costs associated with the preparation, submittal, or presentation of any proposal.

D. PROPOSAL WITHDRAWAL

To withdraw a proposal, the Vendor must submit a written request, signed by an authorized representative, to the RFP Coordinator. After withdrawing a previously submitted proposal, the vendor may submit another proposal at any time up to the deadline for submitting proposals.

E. PROPOSAL AMENDMENT

The County shall not accept any amendments, revisions, or alterations to proposals after the deadline for proposal submittal unless the County formally requests such in writing.

F. PROPOSAL ERRORS

Proposers are liable for all errors or omissions contained in their proposals. Proposers shall not be allowed to alter proposal documents after the deadline for submitting a proposal.

G. PROHIBITION OF PROPOSER TERMS & CONDITIONS

A Proposer may **not** submit the Proposer's own contract terms and conditions in a response to this RFP. If a proposal contains such terms and conditions, the County, at its sole discretion, may determine the proposal to be a nonresponsive counteroffer, and the proposal may be rejected.

H. ASSIGNMENT AND SUBCONTRACTING

The Contractor may not subcontract, transfer, or assign any portion of the contract without prior, written approval from the County. The County must approve each subcontractor in writing. The substitution of one subcontractor for another may be made only at the discretion of the County and with prior, written approval from the County.

Notwithstanding the use of approved subcontractors, the Proposer, if awarded a contract under this RFP, shall be the prime contractor and shall be responsible for all work performed.

Contractor shall require each of its subcontractors of any tier to carry the aforementioned coverage, or Contractor may insure subcontractors under its own policy.

I. PROPOSAL OF ADDITIONAL SERVICES

If a Proposer indicates an offer of goods or services in addition to those required by and described in this RFP, these additional goods or services may be added to the contract before contract signing at the sole discretion of the County.

J. INDEPENDENT PRICE DETERMINATION

A proposal shall be disqualified and rejected by the County if the price in the proposal was not arrived at independently without collusion, consultation, communication, or agreement as to any matter relating to such prices with any other Proposer, a County employee, or any Competitor.

K. INSURANCE

The successful Contractor will be required to provide and maintain insurance as required and listed in Attachment 1 before commencing work on the contract.

L. LICENSURE

Before a contract pursuant to this RFP is signed, the Proposer must hold all necessary, applicable business and professional licenses. The County may require any or all Proposers to submit evidence of proper licensure.

M. RFP AMENDMENT AND CANCELLATION

The County reserves the unilateral right to amend this RFP in writing at any time. The County also reserves the right to cancel or reissue the RFP at its sole discretion. If an amendment is issued it shall be provided to all proposers through Beacon. Proposers

shall respond to the final written RFP and any exhibits, attachments, and amendments.

N. RIGHT OF REJECTION

The County reserves the right, at its sole discretion, to reject any and all proposals or to cancel this RFP in its entirety.

Any proposal received which does not meet the requirements of this RFP may be considered to be nonresponsive, and the proposal may be rejected. Proposers must comply with all of the terms of this RFP and all applicable State and County laws and regulations. The County may reject any proposal that does not comply with all of the terms, conditions, and performance requirements of this RFP.

The County reserves the right, at its sole discretion, to waive variances in proposals provided such action is in the best interest of the County. Where the County waives minor variances in proposals, such waiver does not modify the RFP requirements or excuse the proposer from full compliance with the RFP. Notwithstanding any minor variance, the County may hold any Proposer to strict compliance with the RFP.

O. DISCLOSURE OF PROPOSAL CONTENTS

All proposals become the property of the County, which is a public agency subject to the disclosure requirements of the California Public Records Act (CPRA, California Government Code §6250 and following). The CPRA contains limited exemptions. If you contend that any documents, as defined by the CPRA, are confidential or proprietary material and exempt from CPRA, these documents shall be clearly marked "Exempt from CPRA." Proposer shall defend, indemnify and hold the County harmless against any claim, action or litigation (including but not limited to all judgments, costs, fees, and attorney's fees) that may result from denial of a CPRA request. If Proposer does not respond to a CPRA request or agree to do so within five (5) days, the County may disclose the requested information under the CPRA."

P. PROPOSAL EVALUATION PROCESS

The evaluation process is designed to award the procurement to the Proposer with the best combination of attributes based upon the evaluation criteria.

The County reserves the right, at its sole discretion, to request clarifications of proposals or to conduct discussions for the purpose of clarification with any or all Proposers. If clarifications are made as a result of such discussion, the Proposer shall put such clarifications in writing.

Q. AWARD OF PROPOSAL

Award will be made to the Proposer offering the most advantageous proposal after consideration of all Evaluation Criteria set forth below. This criterion is not listed in any order of preference. The County reserves the right to establish weight factors that will be applied to the criteria depending upon the order of importance. The County shall not be obligated to accept the lowest priced proposal, but will make an award in the best interests of the County after all factors have been evaluated.

Award Evaluation Criteria:

Criteria	Maximum Points
Reasonableness of Cost	35
Supplier's Questionnaire	10
References	15
Location of Cardlock Sites within Yolo County	30
Other Factors (best value, such as can provide both fuel delivery and cardlock, etc.)	10

The County reserves the right to hold interviews/discussions with selected finalists, if it is in the best interest of the County to do so. If the County decides to move forward with interviews, a separate set of criteria points will be created and added to the total.

R. AWARD PROCESS

The County reserves the right to make an award without further discussion of any proposal submitted. Each proposal should be initially submitted on the most favorable terms the proposer can offer. The County reserves the right to negotiate and/or include a best and final offer stage to the process.

Notwithstanding, the county reserves the right to add terms and conditions, deemed to be in the best interest of the county, during final negotiations. Any such terms and conditions shall be within the scope of the RFP and shall not affect the basis of proposal evaluations and will be incorporated in a purchase order.

The County reserves the right, at its sole discretion, to negotiate with the apparent best evaluated Proposer.

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IV. TERMS AND CONDITIONS

A. QUALIFICATIONS/INSPECTION

Proposals will only be considered from firms normally engaged in providing the types of commodities/services specified herein. The County reserves the right to inspect the Proposer's facilities, equipment, personnel, and organization at any time, or take any other action necessary to determine Proposer's ability to perform. The RFP Coordinator reserves the right to reject proposals where evidence or evaluation is determined to indicate inability to perform.

B. NON-WAIVER

The County's failure to address errors or omissions in the proposals shall not constitute a waiver of any requirement of this RFP by the County.

C. FEDERAL, STATE, AND LOCAL LAWS

The successful proposer must operate in conformity with all applicable, federal, state, and local laws, ordinances, orders, rules, and regulations pertaining to work. It is the responsibility of the awarded proposer to ensure that all permits and/or licenses required for operation are valid and current. Failure to comply with this provision may be cause to cancel any contract awarded, and award will be made to the next lowest, responsive, responsible proposer.

D. GOVERNING LAW

If an award is made, the contract will be made in the County of Yolo and shall be governed and construed in accordance with the laws of the State of California. Any action relating to the Contract shall be instituted and prosecuted in the courts of Yolo County, California.

E. ADDITIONAL LAWS AND REQUIREMENTS (AS APPLICABLE)

1. The Contractor will comply with the equal opportunity clause provided under 41 CFR 60-1.4, in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR, 1964-1965 Comp., p. 339), as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
2. The Contractor will file the required certification under the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352), ensuring that the parties will not use, and have not used, Federal appropriated funds to attempt to influence any person or organization in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. 1352. The parties must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award.
3. The Contractor shall conform to any additional restrictions or conditions that may be imposed upon the County by the Federal or State government, including but not limited to the following: Contract Work Hours and Safety Standards (40 U.S.C. 3701-3708), Rights to Inventions Made Under a Contract

or Agreement (37 CFR Part 401), and the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387.

4. The Contractor is required to comply with Federal Regulations 2 CFR Part 180 and 2 CFR Part 3000.
 - i. Contractor is required to verify that none of the Contractor, its principals (defined at 2 CFR §180.995), or its affiliates (defined at 2 CFR §180.905) are excluded (defined at 2 CFR §180.940) or disqualified (defined at 2 CFR §180.935).
 - ii. The Contractor must comply with 2 CFR Part 180, Subpart C and 2 CFR Part 3000, Subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
 - iii. This certification is a material representation of fact relied upon by the County. If it is later determined that the Contractor did not comply with 2 CFR Part 180, Subpart C and 2 CFR Part 3000, Subpart C, in addition to remedies available to (name of sub-awarding State agency, if applicable), and County, the Federal Government may pursue available remedies, including but not limited to suspension and/or disbarment.
 - iv. The Contractor agrees to comply with the requirements of 2 CFR Part 180, Subpart C and 2 CFR Part 3000 Subpart C throughout the period of this contract. The Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.
5. The Contractor shall make the maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired:
 - i. Competitively within a timeframe providing for compliance with the contract performance schedule;
 - ii. Meeting contract performance requirements; or
 - iii. At a reasonable price.

Information about this requirement, along with the list of EPA-designate items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>

6. The Drug-Free Workplace Act of 1990 ("the Act") requires the Contractor to comply with the requirements of Government Code Sections 8350-8357 and the requirements of federal law as implemented in 28 CFR Part 67, Subpart F, Sections 615 and 620.
7. The Contractor must certify it has not been suspended or debarred from participation in federal grants or have been convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

F. NON-DISCRIMINATION

There shall be no discrimination as to race, sex, color, creed, age or national origin in the operations conducted under any resulting contract.

G. PUBLIC AGENCY

It is intended that other public agencies (i.e., city, special district, public authority, public agency and other political subdivisions of the State of California) shall have the option to participate in any agreement created as a result of this RFP with the same terms and conditions specified, including pricing. The County shall incur no financial responsibility in connection with a purchase order from another public agency. The public agency shall accept sole responsibility for placing orders and making payment to the vendor.

H. ADDITIONAL PURCHASES

Following the award, the County may dispense with separate bidding for additional purchases of like item(s) from the successful Proposer within a twelve (12) month period from the initial purchase date provided that the Vendor agrees to provide the like item(s) at the same discounted price and under the same terms and conditions as the previous award.

I. EXTENSIONS

The County reserves the right to extend any contract past the end term date upon mutual agreement and under the same pricing, terms and conditions for continual service and supplies while a new contract is being solicited, evaluated and/or awarded for a period not to exceed six (6) months.

J. PRICE ESCALATION

Not Applicable.

K. INVOICES AND PAYMENT TERMS

Invoices are to be mailed to the County department(s) specified on the resulting purchase order, blanket purchase order or contract. All invoices must include the purchase order number, blanket purchase order number, or contract number, product description and reference to back ordered items. Failure to comply may result in delayed payments.

The County will make payment on a Net 30-day basis unless a cash discount of one-half percent (1/2%) or greater, which amounts to \$2.50 or more, is allowed for payment within not less than twenty (20) days. The payment term shall begin on the date the merchandise is inspected, delivered and accepted by the County, or on the date a correct invoice is received in the office specified in the order, whichever is later. Prompt payment discounts shall be considered earned if payment is postmarked or personally delivered within the prescribed term. The beginning date described above shall be considered day zero for the purposes of counting days in the prescribed term.

L. COMPLIANCE

Late, incomplete, incorrect deliveries or excessive backorders will be documented, and performance evaluated when considering contract continuation or extension.

Inaccurate or erroneous billing will also be documented and monitored for the purpose of evaluating performance when considering continuation or extension of contract. Failure to meet quoted delivery timeframes, or inaccurate or erroneous invoices (as determined by the Purchasing Department) may be cause for the County to cancel the balance of the awarded purchase order and award will be made to the next lowest proposer. Failure to receive County concurrence for substitutions or alternates will be documented and considered when evaluating continuation or extension of contract.

M. DEFAULT

In case of default by the awarded proposer, the County may procure the goods or services from another source and may recover the loss occasioned thereby from any unpaid balance due the selected proposer, or by any other legal means available to the County. The County may also ban selected proposer up to two years from future solicitations for default.

N. TERMINATION FOR CONVENIENCE

The County reserves the right, in its best interest as determined by the County, to cancel any contract by giving written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.

O. CANCELLATION FOR UNAPPROPRIATED FUNDS

The obligation of the County for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.

P. ASSIGNMENT/TRANSFER/SUBCONTRACTING

Awarded Contractor shall not assign, transfer, or subcontract any portion of the contract without the express written consent of the department. Any award issued pursuant to this RFP, and the monies, which may become due hereunder, are not assignable without the prior written approval of the County.

Q. F.O.B. POINT

All prices quoted shall be F.O.B destination, freight prepaid (proposer pays and bears freight charges, proposer owns goods in transit and files any claims), excluding sales tax. The County is exempt from Federal Excise and Transportation taxes.

R. PROTESTS

The County encourages Suppliers to resolve issues regarding requirements or the procurement process through written correspondence and discussions. The County is committed to fostering relationships with its Suppliers to encourage an ongoing pursuit to fulfill requirements.

1) Protest Procedures:

All protests shall be typed under the protester's letterhead and submitted in accordance with the provisions stated herein. Protests may be submitted by mail or by electronic mail. Protests submitted by facsimile will not be accepted. All protests must be addressed and submitted to both the RFP Coordinator of

this solicitation and the Manager of Procurement. All protests shall include at a minimum the following information:

- a. The name, address, and telephone number of the Protester;
- b. The signature of the Protester or Protester's representative;
- c. The solicitation title and due date;
- d. Name of County employee designated as the RFP/IFB Coordinator;
- e. Identification of the statute or procedure that is alleged to have been violated;
- f. A detailed statement identifying the legal and/or factual grounds of the protest and all documentation supporting the vendor's position;
- g. The form of relief requested.

The contact information for the Manager of Procurement is as follows:

Manager of Procurement
Yolo County Department of General Services
120 W Main St., Ste. C
Woodland, CA 95695

Protester's failure to comply with these procedures shall constitute a waiver of any right to further the RFP Protest and shall constitute a failure to exhaust administrative remedies.

The Manager of Procurement will review the materials in connection with the protest, assess the merits of the protest, and provide a written decision on the protest. The Manager of Procurement's decision is final.

If it is determined the protest is frivolous, the party originating the protest may be determined to be irresponsible and may be ineligible for future contracts.

2) Protest of RFP Specifications/Requirements/Terms & Conditions:

Companies who are concerned regarding irregularities or lack of clarity in specifications, requirements, terms and/or conditions of a solicitation should be brought to the attention of the County. Notice shall be provided prior to the closing date and time of the designated "question and answer period" of the proposal noted above in the Section II. Schedule of Events Chart, item#3 Deadline for Written Comments Posted on Beacon.

Notice must be clearly marked **"Notice of Protest of Specifications/Requirements/Terms & Conditions."** No requests for protests of solicitation specifications, requirements, terms and/or conditions shall be considered after the deadline stated above.

Companies who fail to do so forfeit all rights to protest a solicitation or any subsequent award based on the specifications, requirements, terms or conditions of this solicitation. In the event of the protest for specifications, requirements, terms and/or conditions is denied and the protester wishes to continue in the solicitation process they must still submit a bid/proposal prior to the close of the solicitation.

3) Protest of Disqualification:

Initial evaluations will determine if proposals have met the minimal requirements as indicated in this RFP. Notices will be sent to all companies who have been disqualified for not meeting the minimal requirements. Should a company disagree with the determination, notice of disagreement must be received within five (5) working days of date of notice identifying areas that are in question and how the company met the minimal requirements. Notice must be clearly marked "**Notice of Disagreement.**" Companies who fail to do so forfeit all rights in the protest process. It is at the county's discretion at the department level to make final determinations for all disqualified protests.

4) Protest of Award of Contract:

In protests related to the award of a contract, the protest must be received by e-mail or hard copy no later than 4:00 PM Pacific Time five (5) business days after the notice of the proposed contract. Notice must be clearly marked "**Notice of Protest of Award of Contract.**" A review may be granted if the protest is received within the specified time and the firm/person submitting the protest is a Bidder/Offeror.

Throughout the review process, the County has no obligation to delay or otherwise postpone an award of a contract based on a protest.

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V. INSTRUCTIONS FOR COMPLETION OF PROPOSAL

A. SUBMITTING PROPOSALS

The required method of submitting your proposal is electronically through Beacon. It is the sole responsibility of the proposer to ensure their proposal reaches Beacon before the closing date and time. If you have any questions regarding the submittal of this proposal, please contact Beacon at 1-888-402-2231 or suppliersupport@beaconbid.com for vendor support.

Late proposals shall not be accepted, nor shall additional time be granted to any potential Proposer.

B. REQUIRED PROPOSAL SUBMITTALS

The submittals requested shall be included with the proposal response. Failure to include required submittals may be cause for rejection of your proposal. The following items are required for your proposal to be considered and must be labeled as such:

1) Exhibit "A" - Proposal Transmittal Letter

- a. The proposal transmittal letter shall be on official letterhead and signed by an official authorized to solicit business and enter into contracts for the Proposer. The letter shall include: the name, address, email address, and phone number of the authorized business contact.
- b. If the Proposer is submitting this proposal in conjunction with a subcontractor, information on the subcontractor shall also be included for all relevant Exhibits.

2) Exhibit "B" – Cost Proposal Forms

Please complete all of the following forms:

- a. Exhibit B-1 Cost Proposal for Tankwagon deliveries except Cache Creek
- b. Exhibit B-2 Cost Proposal for Tankwagon deliveries for Cache Creek
- c. Exhibit B-3 Cost Proposal for Cardlock

IMPORTANT: Proposers have to bid on both Tankwagon fuel deliveries (Exhibits B1 and B-2) and Cardlock (Exhibit B-3) and cannot just bid on Tankwagon deliveries or Cardlock

3) Exhibit "C" – Suppliers Questionnaire

Complete Exhibit C (the Suppliers Questionnaire).

4) Exhibit "D" - References

- a. Complete Exhibit D and provided references from at least three (3) different clients served by the Proposer during the past five (5) years, with services substantially similar to those being requested in this RFP.
- b. Preference will be given for references from California state or local government agencies, other than Yolo County itself.
- c. References cannot be from any individuals on behalf of Yolo County itself.
- d. Each reference shall include the following information:

- i. A description of the work which the Proposer provided for the Reference.
 - ii. The timeframe during which the work was performed.
 - iii. The contract value (if available).
 - iv. Any additional information the Proposer wishes to provide.
 - v. The name, email address and telephone number for a contact person from each reference.
- e. The County reserves the right to contact references, and probably will, if it is in the County's best interest to do so.

5) Exhibit "E" – OPIS PAD#5 Report for the Sacramento Area

Please provide this Report with your Proposal, in accordance with the following requirements.

PRICING REQUIREMENTS

Proposers are to quote an adjustment/differential to the daily "average" price published in the OPIS (Oil Price Information Service) PAD 5 Sacramento Regional Rack Price Report for the type of fuel requested. Rack pricing must include the Cap and Trade Fee enacted January 1, 2015.

If quoting a price less than OPIS, show a "minus" (-) preceding the adjustment/differential. If quoting a price greater than OPIS, show a "plus" (+) preceding the adjustment/differential. If quoting the OPIS price as the bid price, insert the word "OPIS" in that column. This daily "average" report will serve as base prices for purchases made each delivery or fueling date.

- a. The quoted adjustment/differential is to be inclusive of:
 - All Federal and California State superfund charges
 - All California State fees
 - All delivery, fuel surcharges, handling or other vendor related charges
- b. The quoted adjustment/differential is to be exclusive from:
 - Federal Excise Tax
 - California State Sales and California Excise Taxes.

The adjustment/differential (difference between the bid price and the average Sacramento Rack Price reported by OPIS) shall remain firm for the entire term of the contract.

Bid prices shall be based on margin above, below or equal to the average Sacramento rack price reported by the OPIS dated Thursday, May 1, 2025 close of business day. Rack pricing must include the Cap and Trade Fee enacted January 1, 2015. Bidders shall submit a copy of the OPIS Report dated Thursday, May 1, 2025 with their proposal.

Invoiced prices are to be the daily "average" price published in the OPIS PAD 5 Report for the Sacramento, California Area +/- vendors quoted adjustment/differential. All invoices must show the contract pricing formula (OPIS PAD 5 Sacramento Regional Rack Price + Adjustment/Differential = Total

Price Per Gallon). The vendor must also fax each morning, the average daily prices to Yolo County Fleet Services Department.

All delivered fuel prices quoted shall be F.O.B destination, freight prepaid.

6) Exhibit "F" - Northern California Cardlock Fueling Site Locations

Please include with your Proposal, a detailed list of all the Northern California Cardlock Fueling Site Locations available for you.

7) Exhibit "G" - Signature Page

a. Vendor shall complete and sign the County signature page form.

8) Exhibit "H" - Non-Collusion Non-Conflict of Interest Statement

a. Vendor shall complete and sign the County form.

C. REQUIRED PROPOSAL FORMAT

1. The Proposer(s) are required to prepare their written proposals in accordance with the instructions outlined below. Deviations from these instructions may be construed as non-responsive and may be cause for disqualification. Emphasis should be placed on accuracy, completeness, and clarity of content.

2. The format and content of the Proposal are as follows:

a. If provided, **use any forms included in the Exhibits** as well as the requirements listed above. All other submitted pages are to be single-spaced typed pages with one-inch margins.

b. Identify the Exhibit Category of the proposal, Proposal number and Proposer name on every page submitted.

c. All pages must be numbered sequentially.

d. All forms and attachments that require signatures must be signed in blue ink for inclusion in the original of the Proposal package. Signature stamps are not acceptable.

[END OF DOCUMENT: PLEASE SEE ALL RELATED ATTACHMENTS AND EXHIBITS AS NOTED IN THE TABLE OF CONTENTS.]



COUNTY OF YOLO

General Services Department Procurement Division

May 30, 2025

NOTICE OF INTENT TO AWARD CONTRACT

Request for Proposals (RFP) For Unleaded Gasoline and Diesel Fuel Product and Services (RFP-2025-0017)

Yolo County, along with the City of Woodland, has completed its evaluation of proposals for RFP#: RFP-2025-0017. The following vendor, **Interstate Oil**, was determined as the best evaluated Proposer. The County and the City intend to award contracts/purchase orders to this vendor through the proper and appropriate internal procedures for each public agency.

The final scores were as follows:

<u>Proposer</u>	<u>Award Criteria Evaluation Point Ranking</u>
1. Interstate Oil	93.20 out of 100
2. Ramos Oil	71.00 out of 100

Any protest concerning this the above-mentioned proposed award shall be filed by 4:00 pm Pacific Time on June 6, 2025, with the County's Procurement Division in writing, and/or electronic mail as follows:

Mail

Manager of Procurement
120 W. Main Street St. Ste C
Woodland, CA 95695

Electronic Mail

Procurement@YoloCounty.gov

This Notice of Intent to Award itself shall not be considered a binding commitment on the County or the City. No such commitment may ensue until a formal contract/purchase order has been signed by both the vendor and each public agency, respectively.

We wish to thank each vendor for the submission of a proposal and appreciates your interest in providing goods and services in Yolo County. We hope all vendors will respond to future proposal opportunities.

Sincerely,

/s/ Hiren Desai

Hiren Desai
Procurement Officer
(Blue Blood Consulting)
On behalf of Yolo County Procurement

**CITY OF WOODLAND
PROFESSIONAL SERVICES AGREEMENT FOR FUEL SERVICES**

CM #	
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This Agreement is made and entered into this 12th day of June, 2025 by and between the City of Woodland, a California municipal corporation (“City”) and Interstate Oil a California corporation (“Contractor”). City and Contractor are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement.

RECITALS

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

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

C. City desires to engage Contractor to render such services for the terms set forth in this Agreement.

AGREEMENT

1. SCOPE OF SERVICES AND TERM.

1.1 General Scope of Services. Contractor promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the fuel delivery services necessary for the contract term. (“Services”). The Services are more particularly described in Exhibit “A” attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules, and regulations.

1.2 Term. The term of this Agreement shall be from July 1, 2025 to June 30, 2028, unless earlier terminated as provided herein. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines. The Parties may, by mutual, written consent, extend the term of this Agreement by two (2) additional one (1) year periods given the authority to do so by the City of Woodland City Council.

2. SCHEDULE OF SERVICES.

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

2.2 Extension of Time. Contractor may, for good cause, request extensions of time to perform the Services required hereunder. Such extensions shall be authorized in advance by the City in writing and shall be incorporated in written amendments to this Agreement.

2.3 Period of Performance and Liquidated Damages. Contractor shall perform and complete all Services under this Agreement within the term set forth in Section 2.1 above as it may be extended pursuant to Section 2.2 (“Performance Time”). Contractor shall also perform the Services in strict accordance with any completion schedule or Project milestones described in Exhibits “A” or “B” attached hereto, or which may be separately agreed upon in writing by the City and Contractor (“Performance Milestones”). Contractor agrees that if the Services are not completed within the aforementioned Performance Time and/or pursuant to any such Project Milestones developed pursuant to provisions of this Agreement, it is understood, acknowledged and agreed that the City will suffer damage

3. FEES AND PAYMENTS.

3.1 Compensation. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit “B” attached hereto and incorporated herein by reference. The total compensation shall not exceed ONE MILLION EIGHT HUNDRED THOUSAND DOLLARS AND ZERO CENTS (\$1,800,000.00) without written approval of the City Council for the duration of the Agreement (July 1, 2025 to June 30, 2028). If the Parties, with City of Woodland City Council approval, agree to extend the term of the Agreement, total compensation shall not exceed SIX HUNDRED THOUSAND (\$600,000.00) per additional one (1) year period. Contractor shall not be reimbursed for any expenses unless authorized in writing by City. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

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

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

4. CHANGES.

4.1 The Parties may, from time to time, request changes in the scope of the Services of Contractor to be performed hereunder. Such changes, including any increase or decrease in the amount of Contractor’s compensation and/or changes in the schedule must be authorized in advance by City in writing. Mutually agreed changes shall be incorporated in written amendments to the Agreement.

5. RESPONSIBILITIES OF CONTRACTOR.

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

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

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

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

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

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

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

5.6 Safety. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and

procedures; (B) instructions in accident prevention for all employees and subconsultants, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

6. INSURANCE.

6.1 Time for Compliance. Contractor shall not commence Services under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Contractor shall not allow any subconsultant to commence work on any subcontract until it has provided evidence satisfactory to the City that the subconsultant has secured all insurance required under this section. Failure to provide and maintain all required insurance shall be grounds for the City to terminate this Agreement for cause.

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

6.2.1 Commercial General Liability. Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office “occurrence” form CG 0001, with minimum limits of at least \$1,000,000 per occurrence. Defense costs shall be paid in addition to the limits.

The policy shall contain no endorsements or provisions limiting coverage for (1) products and completed operations; (2) contractual liability; (3) third party action over claims; or (4) cross liability exclusion for claims or suits by one insured against another.

6.2.2 Automobile Liability. Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering “Any Auto” (Symbol 1) with minimum limits of \$1,000,000 each accident.

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

6.2.4 Professional Liability. Professional Liability insurance for errors and omissions with minimum limits of \$1,000,000. Covered Professional Services shall specifically include all work to be performed under the Agreement.

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an

extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

6.3 Endorsements.

6.3.1 The policy or policies of insurance required by Sections 6.2.1 Commercial General Liability and 6.2.2 Automobile Liability and **Error! Reference source not found.** Contractor's Pollution Liability shall be endorsed to provide the following:

6.3.1.1 Additional Insured. The indemnified parties shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement. Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Contractor; or (4) contain any other exclusions contrary to the Agreement.

6.3.1.2 Primary Insurance and Non-Contributing Insurance. This insurance shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance.

6.3.1.3 Severability. In the event of one insured, whether named or additional, incurs liability to any other of the insureds, whether named or additional, the policy shall cover the insured against whom claim is or may be made in the same manner as if separate policies had been issued to each insured, except that the limits of insurance shall not be increased thereby.

6.3.1.4 Cancellation. The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon the City except ten (10) days prior written notice shall be allowed for non-payment of premium.

6.3.1.5 Duties. Any failure by the named insured to comply with reporting provisions of the policy or breaches or violations of warranties shall not affect coverage provided to the indemnified parties.

6.3.1.6 Applicability. That the coverage provided therein shall apply to the obligations assumed by the Contractor under the indemnity provisions of the Agreement, unless the policy or policies contain a blanket form of contractual liability coverage.

6.3.2 The policy or policies of insurance required by Section 6.2.3 Workers' Compensation shall be endorsed, as follows:

6.3.2.1 Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.

6.3.2.2 Cancellation. The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon the City except ten (10) days prior written notice shall be allowed for non-payment of premium.

6.3.3 The policy or policies of insurance required by Section 6.2.4 Professional Liability shall be endorsed, as follows:

6.3.3.1 Cancellation. The policy shall not be canceled or the coverage suspended, voided, reduced or allowed to expire until a thirty (30) day prior written notice of cancellation has been served upon the City except ten (10) days prior written notice shall be allowed for non-payment of premium.

6.4 Deductible. Any deductible or self-insured retention must be approved in writing by the City and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

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

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

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

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

6.8 Insurance for Subconsultants. All subconsultants shall be included as additional insureds under the Contractor's policies, or the Contractor shall be responsible for causing subconsultants to purchase the appropriate insurance in compliance with the terms of this Agreement, including adding the City as an Additional Insured to the subconsultant's policies.

7. OWNERSHIP OF MATERIALS AND CONFIDENTIALITY.

7.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all

copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Contractor under this Agreement (“Documents & Data”). All Documents & Data shall be and remain the property of City, and shall not be used in whole or in substantial part by Contractor on other projects without the City's express written permission. Within thirty (30) days following the completion, suspension, abandonment or termination of this Agreement, Contractor shall provide to City reproducible copies of all Documents & Data, in a form and amount required by City. City reserves the right to select the method of document reproduction and to establish where the reproduction will be accomplished. The reproduction expense shall be borne by City at the actual cost of duplication. In the event of a dispute regarding the amount of compensation to which the Contractor is entitled under the termination provisions of this Agreement, Contractor shall provide all Documents & Data to City upon payment of the undisputed amount. Contractor shall have no right to retain or fail to provide to City any such documents pending resolution of the dispute. In addition, Contractor shall retain copies of all Documents & Data on file for a minimum of four (4) years following completion of the Project, and shall make copies available to City upon the payment of actual reasonable duplication costs. Before destroying the Documents & Data following this retention period, Contractor shall make a reasonable effort to notify City and provide City with the opportunity to obtain the documents.

7.1.1 Subconsultants. Contractor shall require all subconsultants to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subconsultant prepares under this Agreement. Contractor represents and warrants that Contractor has the legal right to license any and all Documents & Data. Contractor makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Contractor or its subconsultants, or those provided to Contractor by the City.

7.1.2 Right to Use. City shall not be limited in any way in its use or reuse of the Documents and Data or any part of them at any time for purposes of this Project or another project, provided that any such use not within the purposes intended by this Agreement or on a project other than this Project without employing the services of Contractor shall be at City's sole risk. If City uses or reuses the Documents & Data on any project other than this Project, it shall remove the Contractor's seal from the Documents & Data. Contractor shall be responsible and liable for its Documents & Data, pursuant to the terms of this Agreement, only with respect to the condition of the Documents & Data at the time they are provided to the City upon completion, suspension, abandonment or termination. Contractor shall not be responsible or liable for any revisions to the Documents & Data made by any party other than Contractor, a party for whom the Contractor is legally responsible or liable, or anyone approved by the Contractor, or for the use of Documents & Data on any other project by City.

7.1.3 Electronic Copies. Contractor shall provide electronic copies of the finished products in the original software format at the conclusion of the respective phases of work. Complex documents such as reports that utilize more than one type of software shall also be provided in a common format such as Adobe Acrobat (*.pdf). Files of construction drawings shall be provided in a current version of AutoCAD.

7.2 Confidentiality. All Documents & Data, either created by or provided to Contractor in connection with the performance of this Agreement, shall be held confidential by Contractor. All Documents & Data shall not, without the prior written consent of City or except pursuant to court order, be used or reproduced by Contractor for any purposes other than the performance of the Services. Contractor shall not disclose, cause or facilitate the disclosure of the Documents & Data to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Contractor that is otherwise known to Contractor or is generally known, or has become known, to the related industry shall be deemed confidential. Contractor shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

7.3 Indemnification. Contractor shall defend, indemnify and hold the City, its directors, officials, officers, employees, volunteers and agents free and harmless, pursuant to the indemnification provisions of this Agreement, for any alleged infringement of any patent, copyright, trade secret, trade name, trademark, or any other proprietary right of any person or entity in consequence of the use on the Project by City of the Documents & Data, including any method, process, product, or concept specified or depicted.

8. ACCOUNTING RECORDS.

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

9. SUBCONTRACTING.

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

10. TERMINATION OF AGREEMENT.

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

10.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Contractor to provide all finished or unfinished Documents and Data and other

information of any kind prepared by Contractor in connection with the performance of Services under this Agreement. Contractor shall be required to provide such document and other information within fifteen (15) days of the request.

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

11. GENERAL PROVISIONS

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

City:

CITY OF WOODLAND
300 First Street
Woodland, CA 95695
Attn: Reece Ulrich, Public Works Department

Contractor:

InterState Oil Company
8221 Alpine Avenue
Sacramento, CA 95826
Attn: Nicholas Richards, Director

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

11.2 Indemnification.

11.2.1 To the fullest extent permitted by law, Contractor shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Contractor, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Contractor's services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Contractor, the City, its officials, officers, employees, agents, or volunteers.

11.2.2 To the extent required by Civil Code section 2782.8, which is fully incorporated herein, Contractor's obligations under the above indemnity shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor, but shall not otherwise be reduced. If Contractor's obligations to defend, indemnify, and/or hold harmless arise out of Contractor's performance of "design professional services" (as that term is defined under Civil Code section 2782.8), then upon Contractor obtaining a final adjudication that liability under a claim is caused by the comparative active negligence or willful misconduct of the City, Contractor's obligations shall be reduced in proportion to the established comparative liability of the City and shall not exceed the Contractor's proportionate percentage of fault.

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

11.3.1 Employment Eligibility; Contractor. By executing this Agreement, Contractor verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time. Such requirements and restrictions include, but are not limited to, examination and retention of documentation confirming the identity and immigration status of each employee of the Contractor. Contractor also verifies that it has not committed a violation of any such law within the five (5) years immediately preceding the date of execution of this Agreement, and shall not violate any such law at any time during the term of the Agreement. Contractor shall avoid any violation of any such law during the term of this Agreement by participating in an electronic verification of work authorization program operated by the United States Department of Homeland Security, by participating in an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, or by some other legally acceptable method. Contractor shall maintain records of each such verification, and shall make them available to the City or its representatives for inspection and copy at any time during normal business hours. The City shall not be responsible for any costs or expenses related to Contractor's compliance with the requirements provided for in Section 11.3 or any of its sub-sections.

11.3.2 Employment Eligibility; Subcontractors, Contractors, Sub-subcontractors and Subconsultants. To the same extent and under the same conditions as Contractor, Contractor shall require all of its subcontractors, consultants, sub-subcontractors and subconsultants performing any work relating to the Project or this Agreement to make the same verifications and comply with all requirements and restrictions provided for in Section 11.3.1.

11.3.3 Employment Eligibility; Failure to Comply. Each person executing this Agreement on behalf of Contractor verifies that they are a duly authorized officer of Contractor, and understands that any of the following shall be grounds for the City to terminate the Agreement for cause: (1) failure of Contractor or its subcontractors, consultants, sub-subcontractors or subconsultants to meet any of the requirements provided for in Sections 11.3.1 or 11.3.2; (2) any misrepresentation or material omission concerning compliance with such requirements (including in those verifications provided to the Contractor under Section 11.3.2); or (3) failure to immediately remove from the Project any person found not to be in compliance with such requirements.

11.3.4 Air Quality. To the extent applicable, Contractor must fully comply with all applicable laws, rules and regulations in furnishing or using equipment and/or providing services, including, but not limited to, emissions limits and permitting requirements imposed by the Yolo-Solano Air Quality Management District (YSAQMD) and/or California Air Resources Board (CARB). Contractor shall indemnify City against any fines or penalties imposed by YSAQMD, CARB, or any other governmental or regulatory agency for violations of applicable laws, rules and/or regulations by Contractor, its subconsultants, or others for whom Contractor is responsible under its indemnity obligations provided for in this Agreement.

11.4 Prohibited Interests. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Contractor further agrees to file, or shall cause its employees or subconsultants to file, a Statement of Economic Interest with the City's Filing Officer as required under state law in the performance of the Services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

11.5 California Labor Code Requirements.

11.5.1 Contractor is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects ("Prevailing Wage Laws"). If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. Contractor shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Contractor and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775),

employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

11.5.2 If the services are being performed as part of an applicable “public works” or “maintenance” project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Contractor and all subconsultants performing such services must be registered with the Department of Industrial Relations. Contractor shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Contractor’s sole responsibility to comply with all applicable registration and labor compliance requirements. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

11.5.3 This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Contractor’s sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Contractor or any subcontractor that affect Contractor’s performance of services, including any delay, shall be Contractor’s sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Contractor caused delay and shall not be compensable by the City. Contractor shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Contractor or any subcontractor.

11.6 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

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

11.8 Attorneys’ Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the

prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorneys' fees and all other costs of such action.

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

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

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

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

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

11.14 Governing Law; Government Code Claim Compliance. This Agreement shall be governed by the laws of the State of California. Venue shall be in Yolo County. In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, claims and/or changed conditions, Contractor must comply with the claim procedures set forth in Government Code sections 900 et seq. prior to filing any lawsuit against the City. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Contractor. If no such Government Code claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Contractor shall be barred from bringing and maintaining a valid lawsuit against the City.

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

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

reference only, and do not define, limit, augment, or describe the scope, content or intent of this Agreement.

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

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

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

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

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

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

[SIGNATURES ON NEXT PAGE]

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

CITY OF WOODLAND

InterState Oil Company

By: _____
Ken Hiatt
City Manager

By: _____
Nicholas Richards
Sacramento Branch Director

Attest:

Attest:

By: _____
Sarah Lansburgh
CMC, City Clerk

By: _____
[Name]
[Title]

EXHIBIT “A”

SCOPE OF SERVICES

Contractor will provide fuel services through a card-lock system. The Agreement will be for one (1) three (3) year term (July 1, 2025 through June 30, 2028). This Agreement may be extended for two (2) one (1) year periods at the discretion of the City and approved by the City Council.

Services performed under this Agreement shall be subject to inspection and approval by the Fleet and Facilities Manager. This section outlines the minimum acceptable standards.

1. Contractor offers both Pacific Pride and CFN fueling networks.
2. Contractor will replace lost and stolen cards within (10) calendar days of request, free of charge to the City.
3. Contractor will provide paper or electronic invoices, as requested by the City. Contractor will also send cardlock invoice information in a .csv format to import into the City’s fleet database.
4. Contractor will provide both vehicle and bulk fuel cards as requested by the City and will itemize all charges.
5. Contractor’s card lock invoices will include all of this information along with pricing, equipment number, driver last name, first name, fueling location, departments and index codes.
6. City may access their respective card lock transactions on Contractor’s web page daily for the previous day’s purchases.
7. At the request of the City, Contractor’s software programmers will also write a program allowing the City to log on to a specific web page and download cardlock transaction information in a format that the City requires for its fleet database, free of charge to the City.
8. No alteration in any of the terms, conditions, delivery, price, quality, quantities, or specifications of this order will be effective without prior consent of the Fleet & Facilities Manager of the City of Woodland.
9. The City of Woodland is exempt from Federal Excise and Transportation Taxes. Exemption certificate will be furnished upon request.
10. LIENS: Contractor, by signing this Agreement, warrants and represents that the goods, wares or merchandise ordered herein are free and clear from all claims and liens.

11. **WARRANTY:** Notwithstanding any other provisions of this Agreement, Contractor warrants that the materials, supplies or services furnished shall be the most suitable grade and exactly as specified in this Agreement. Such warranty shall include the following: performance, workmanship, labor, materials, contractor's design or engineering contributions. If a defect is discovered in any item of materials, supplies or services as are reported within one year after final acceptance of the applicable warranty period. Upon expiration of the applicable warranty period, all such liability shall terminate except for fraud or such gross mistakes as amount to fraud, latent defects or specific failure to comply with the terms of this agreement. Unless otherwise stated in this Agreement, the minimum acceptable warranty shall be one year from the date of acceptance by the City.
12. **NON-DELIVERY:** Non-delivery within the time specified may result in cancellation in whole or in part of this Agreement. Contractor may be held liable for damages caused to the City as a result of said non-delivery. The City may, by written notice of default to the contractor, terminate any (resulting) agreement in whole or in part should Contractor fail to deliver within the time specified, or fail to deliver in strict conformance to specifications set forth by the City. In the event of such termination, the City reserves the right to purchase or obtain the supplier or services elsewhere. In case of default by the Contractor, the City may procure the articles or services from another source and may recover the loss occasioned thereby from any unpaid balance due to the Contractor or by proceeding against performance bond of the Contractor, if any, or by legal process against the Contractor. The prices paid by the City shall be considered the prevailing market price at the time such purchase is made.

EXHIBIT “B”

PRICING

Contractor will charge 0.105 cents above Sacramento Oil Price Information Service (OPIS) Average for Gasoline, and 0.106 cents above Sacramento OPIS for Diesel for a total Not To Exceed amount of \$1,800,000 through June 2028. For each one (1) year extension, the total Not To Exceed amount will be \$600,000.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.15
SUBJECT: Authorize Purchase Authority for Magnesium Hydroxide for the Water Pollution Control Facility

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute the Water Pollution Control Facility's purchase of magnesium hydroxide from Hill Brothers Chemical Company for a total of \$268,000.

Staff Contact:

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

Fiscal Impact:

The FY26 Water Pollution Control Facility (WPCF) budget includes \$268,000 for the purchase of magnesium hydroxide (MgOH). No additional funds are being requested; this request is only to increase the spending authority.

Background:

Activities at the WPCF are governed by the City's National Pollutant Discharge Elimination System permit, which is enforced by the Regional Water Quality Control Board. Dosing the effluent with MgOH adjusts the pH and creates the environment for efficient biologic digestion of waste, which is essential in maintaining acceptable final effluent quality.

Hill Brothers is one of the few local manufacturers who can supply MgOH in the required quantities. Rather than go through a distributor who marks up the commodity, the City entered into a long-term contract directly with Hill Brothers in 2019 to supply MgOH at an agreed upon price.

Discussion:

Although the unit price of the MgOH is determined by the contract, the total cost of chemical to the WPCF varies depending on the effluent chemical demand and flow. When the city used ground water, significantly less MgOH was necessary to maintain proper pH in the effluent. Since the transition, plant processes have evolved to a new equilibrium requiring more MgOH.

Conclusion:

Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute the Water Pollution Control Facility's purchase of magnesium hydroxide from Hill Brothers Chemical Company for a total of \$268,000.

Prepared by: Shane Carlsen, Treatment Plant Superintendent

Reviewed by: Craig Locke, Public Works Director



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - FY26 Hill Brothers - MgOH
2. Hill Bros Goods Purchase Agreement 2019-signed

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE PURCHASE OF MAGNESIUM HYDROXIDE FROM HILL
BROTHERS CHEMICAL COMPANY, IN AN AMOUNT NOT-TO-EXCEED \$268,000.00
FOR FY26**

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

WHEREAS, dosing with magnesium hydroxide ("MgOH") controls pH levels in the effluent and maintains a healthy environment for the treatment biology to grow and thrive which maintains final effluent quality; and

WHEREAS, the volume of MgOH necessary to maintain the treatment plant biology is estimated prior to the beginning of the Fiscal year and unforeseen changes can have significant impacts on the water chemistry and the cost of chemicals; and

WHEREAS, the total authorization for FY26 is to be \$268,000; and

WHEREAS, funding for these chemicals is already available in the FY26 budget and no additional funds are being requested at this time.

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 approve the purchase with Hill Brothers Chemical Company, in an amount not-to-exceed \$268,000.00 for FY26 for magnesium hydroxide.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney

**CITY OF WOODLAND
GOODS PURCHASE AGREEMENT**

This Goods Purchase Agreement ("Agreement") is entered into this 21th day of October, 2019, by and between the City of Woodland, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at a municipal corporation organized under the laws of the State of California with its principal place of business at 42929 County road 24, Woodland, CA 95776 ("City"), and Hill Brothers Chemical Company, a CORPORATION with its principal place of business at 3000 East Birch Street #108, Brea CA 92821 ("Contractor"). City and Contractor are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

Section 1. DEFINITIONS.

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

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

Section 2. MATERIALS AND WORKMANSHIP.

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

Section 3. INSPECTIONS AND TESTS.

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

Section 4. WARRANTY.

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

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

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

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

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

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

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

Section 5. PRICES.

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

Section 6. CHANGES.

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

Section 7. PAYMENTS.

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

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

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

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

1. Submission of an invoice for satisfactory completion of the requirements of a Progress Milestone as defined in Exhibit "B" and in the amount associated with the Progress Milestone;

2. Written acceptance of the Goods by City;

3. Delivery of all drawings and specifications, if required by City;

4. Delivery of executed full releases of any and all liens arising out of this Agreement; and

5. Delivery of an affidavit listing all persons who might otherwise be entitled to file, claim, or maintain a lien of any kind or character, and containing an averment that all of the said persons have been paid in full.

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

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

Section 8. SCHEDULE FOR DELIVERY.

A. The time of Contractor's performance is of the essence for this Agreement. The Goods will be delivered in accordance with the schedule set forth in Exhibit "B." Contractor must immediately notify City in writing any time delivery is behind schedule or may not be completed on schedule. In the event that the Goods is part of a larger project or projects that require the coordination of multiple contractors or suppliers, then Contractor will fully cooperate in scheduling the delivery so that City can maximize the efficient completion of such project(s).

Section 9. TAXES.

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

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

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

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

Section 10. INDEPENDENT CONTRACTOR.

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

Section 11. SUBCONTRACTS.

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

Section 12. TITLE AND RISK OF LOSS.

Unless otherwise agreed, City will have title to, and risk of loss of, all completed and partially completed portions of the Goods upon delivery, as well as materials delivered to and stored on City property which are intended to become a part of the Goods. However, Contractor will be liable for any loss or damage to the Goods and/or the materials caused by Contractor or its subcontractors, their agents or employees, and Contractor will replace or repair said Goods or materials at its own cost to the complete satisfaction of City. Notwithstanding the foregoing, in the event that the City has paid Contractor for all or a portion of the Goods which remains in the possession of Contractor, then City shall have title to, and the right to take possession of, such

Goods at any time following payment therefor. Risk of loss for any Goods which remains in the possession of Contractor shall remain with Contractor until such Goods has been delivered or City has taken possession thereof. Contractor will have risk of loss or damage to Contractor's property used in the construction of the Goods but which does not become a part of the Goods.

Section 13. INDEMNIFICATION.

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

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

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

Section 14. INSURANCE.

A. General. Contractor shall take out and maintain:

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

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

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

4. Pollution Liability Insurance of at least \$1,000,000 per occurrence and \$2,000,000 aggregate shall be provided by the Contractor if transporting hazardous materials.

5. If Contractor is also the manufacturer of any equipment included in the Goods, Contractor shall carry Product Liability and/or Errors and Omissions Insurance which covers said equipment with limits of not less than \$1,000,000.

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

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

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

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

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

Section 15. LIENS.

A. Contractor, subcontractors and suppliers will not make, file or maintain a mechanic's or other lien or claim of any kind or character against the Goods, for or on account of any labor, materials, fixtures, tools, machinery, equipment, or any other things furnished, or any other work done or performance given under, arising out of, or in any manner connected with the

Agreement (such liens or claims referred to as "Claims"); and Contractor, subcontractor and suppliers expressly waive and relinquish any and all rights which they now have, or may subsequently acquire, to file or maintain any Claim and Contractor, subcontractor and suppliers agree that this provision waiving the right of Claims will be an independent covenant.

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

Section 16. TERMINATION OF AGREEMENT BY CITY.

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

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

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

1. Immediately discontinue such portion of the Goods and the placing of orders for materials, facilities, and supplies in connection with the Goods,
2. Unless otherwise directed by City, make every reasonable effort to procure cancellation of all existing orders or contracts upon terms satisfactory to City; and
3. Deliver only such portions of the Goods which City deems necessary to preserve and protect those portions of the Goods already in progress and to protect material, plant and equipment at the Goods site or in transit to the Goods site.

D. Upon termination pursuant to Section 16.B, Contractor will be paid a pro rata portion of the compensation in the Agreement for any portion of the terminated Goods already delivered, including material and services for which it has made firm contracts which are not canceled, it being understood that City will be entitled to such material and services. Upon

determination of the amount of said pro rata compensation, City will promptly pay such amount to Contractor upon delivery by Contractor of the releases of liens and affidavit, pursuant to Section 7.C.

Section 17. MISCELLANEOUS PROVISIONS.

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

CITY:

City of Woodland

42929 county road 24

Woodland, CA 95776

Attn: WPCF / Shane Carlsen

CONTRACTOR:

Frank Alari

California Sales Manager

Hill Brothers Chemical Company

3000 East Birch Street #108

Brea, CA 92821

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

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

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

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

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

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

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

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

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

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

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

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

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

SIGNATURE PAGE FOR GOODS PURCHASE AGREEMENT

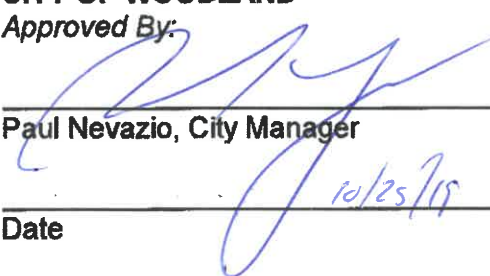
BETWEEN THE CITY OF WOODLAND

AND HILL BROTHERS CHEMICAL COMPANY

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

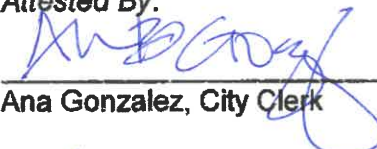
CITY OF WOODLAND

Approved By:

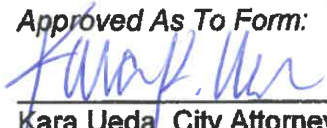

Paul Nevazio, City Manager

Date

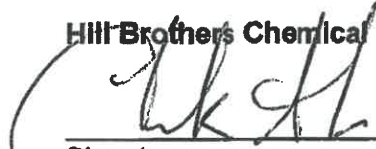
Attested By:


Ana Gonzalez, City Clerk

Approved As To Form:


Kara Ueda, City Attorney

Hill Brothers Chemical Company


Signature

Frank Alari

California Sales Manager

Date

EXHIBIT "A"
GOODS SPECIFICATIONS

PURCHASE SPECIFICATION

FOR

**TECHNICAL GRADE AQUEOUS SUSPENSION OF TECHNICAL GRADE MAGNESIUM
HYDROXIDE SLURRY DERIVED FROM CALCINED MAGNESIUM OXIDE**

FOR WASTEWATER TREATMENT PLANTS

1) PRODUCT SPECIFICATIONS AND MATERIAL REQUIREMENTS

a) Product Specifications

1. The Contractor shall ***at a minimum*** meet the following specifications in Table 1A directly below as well as the Technical Material Requirements in section b) below. The Contractor shall provide ***with the bid submittal*** written specifications for the product bid that meet the minimum specifications listed in Table 1A below:

Table 1A:

	Typical	Maximum	Minimum
Slurry Basis			
Mg(OH) ₂ contained lb/gal	7.7	8.0	7.3
Dry Solids Basis			
MgO, wt%	93.0		88.0
CaO, wt%	3.5	4.0	
SiO ₂ , wt%	1.5	3.5	
Fe ₂ O ₃ , wt%	.50	.60	
Median Particle Size, Micron	6.0	12.0	
Specific Surface Area, m ² /g	16	25	12
Lbs Alkalinity/Gallon	13.3	13.7	12.6
Caustic Magnesia Activity/Sec	75	135	
% Passing 325 Mesh Sieve	99.2	100	98.0
Stabilized Residual Test, Grams*	16.0	24.0	
NaOH Equivalent	1 lb Equivalent to .73 lb Mg(OH) ₂		
CaCO ₃ Equivalent	1 lb Equivalent to .59 lb Mg(OH) ₂		
Physical Properties:			
Density, lbs/gal	12.90		12.71
Solids, Weight Percent %	60	62	58
Viscosity, cps*	150	500	100
*TP-112 14 Hour Stability Residual Test			
*Brookfield RVT Viscometer #3 spindle @ 100 rpm, 60 seconds at 70°F			

b) Material Specifications and Requirements

1. To be considered, the technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide must also meet the following specifications, which shall be confirmed by a written analysis. Bid submittal will not be considered complete without requested documentation and *must be provided with the bid submittal*:

- (i) The technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide must be produced and derived from highly reactive calcined magnesium oxide utilizing a wet milling process for consistent product sizing, uniformity, reactivity and highest purity. This requirement is utilized to provide consistent performance, better dispersion and suspension stability. Magnesium hydroxide slurry produced or derived from uncalcined brucite, uncalcined dolomite, dolime, brucitic marble, or any caustic-enhanced or lime/calcium carbonate-enhanced versions of the former are not compliant with this bid. Proof of origination of the technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide shall require ***the contractor to provide a written description of the method confirming how the technical grade magnesium hydroxide slurry is derived from highly reactive calcined magnesium oxide with the bid submittal.***
- (ii) The technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide must be produced and derived from highly reactive calcined magnesium oxide that originates and is manufactured in the United States. Proof of origination of the technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide ***shall require the contractor to provide the written street address, town, state, zip code, contact name and contact name telephone number at the manufacturing location address with the bid submittal.***
- (iii) The technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide shall have a minimum Mg(OH)₂ dry weight percent purity of 88.0% or greater to insure high grade consistency, sufficient surface area and reactivity within the municipal wastewater. ***Contractor shall confirm this requirement by providing written analysis performed by certified 3rd party laboratory with the bid submittal.***

- (iv) The technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide shall have a minimum 7.3 pounds per gallon of a minimum 88.0% Mg(OH)₂ dry weight percent purity to insure a minimum reactive solids content per gallon, consistent sufficient surface area and reactivity within the municipal wastewater. **Contractor shall confirm this requirement by providing written analysis performed by certified 3rd party laboratory with the bid submittal.**
- (v) The technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide shall have a median particle size no greater than 12.0 microns in order to insure sufficient surface area and reactivity within the municipal wastewater. **Contractor shall confirm this requirement by providing written analysis performed by certified 3rd party laboratory with the bid submittal.**
- (vi) The technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide shall have a specific surface area, m²/g of no less than 12 square meters per gram in order to insure sufficient surface area and reactivity within the municipal wastewater. **Contractor shall confirm this requirement by providing written analysis performed by certified 3rd party laboratory with the bid submittal.**
- (vii) The technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide shall have a Caustic Magnesia Activity/Sec no greater than 135 seconds in order to insure sufficient surface area and reactivity within the municipal treatment plant. **Contractor shall confirm this requirement by providing written analysis with the bid submittal.**
- (viii) The technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide shall have a Stabilized Residual Test result in grams of less than or equal to 24 grams to prevent feed tank handling and wastewater treatment plant problems associated with instability of low grade magnesium hydroxide slurry produced from uncalcined brucite, uncalcined dolomite, dolime, brucitic marble, or any caustic-enhanced or lime-enhanced versions of the former. **Contractor shall confirm this requirement by providing written analysis with the bid submittal.**
- (ix) The technical grade magnesium hydroxide slurry derived from highly reactive calcined magnesium oxide shall be capable of cost effectively providing non-carbonate alkalinity for biological treatment plant processes. The percent by weight of the

Contractor's magnesium hydroxide slurry shall not exceed 4.0% by weight of CaO. This requirement is to prevent water softening and to prevent the precipitation of magnesium and calcium that results in sludge production, calcium scaling and reduced reactivity / reduced available alkalinity. ***Contractor shall confirm this requirement by providing written analysis performed by certified 3rd party laboratory with the bid submittal.***

EXHIBIT "B"
DELIVERY SCHEDULE

Delivery of Magnesium Hydroxide (Thioguard) will be on an as needed basis, typically every 4-5 weeks dependent on demand and dose of product. Delivery is expected 2-6 business days after the City of Woodland/WPCF requests product delivery, as this is time sensitive delivery because of the possibility to cause a violation at the treatment plant should the WPCF facility run out of Thioguard.

EXHIBIT "C"
FEE SCHEDULE

The pricing, effective November 1, 2019 will be \$2.73/gallon. This is delivered pricing for full truckloads (approx.. 4000 gallons). This price will be firm through October 31st 2020. Thereafter, we will offer pricing not to exceed 3% for the next two years on the same calendar. The 3% is a maximum and will only increase based on cost increases we incur.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: G.16
SUBJECT: Authorize a One-Year Renewal of San Joaquin Chemicals, Inc. Contract for a Total Not-To-Exceed Amount of \$215,500 for the Purchase of Coagulants in Fiscal Year 2026

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute the second one-year renewal of the San Joaquin Chemicals, Inc. contract for a total amount of \$215,500 for the purchase of coagulants in Fiscal Year 2026.

Staff Contact:

Shane Carlsen, Treatment Plant Superintendent, 530-661-2104, shane.carlsen@cityofwoodland.gov

Fiscal Impact:

The total contract value for the proposed one-year extension with San Joaquin Chemicals, Inc. is not to-exceed \$215,500 based on an estimated use of 250,000 pounds of chemical at a contractual unit price of \$0.862 per pound effective November 1, 2025. Appropriations to cover the anticipated purchases are included in the Fiscal Year 2025/26 adopted budget, and no additional funding is requested.

Background:

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

Discussion:

Exercising this second extension of the current contract will ensure an uninterrupted supply of the necessary materials for water treatment within anticipated cost increases. This extension will allow the City to continue operations and ensure compliance with state regulations.

Conclusion:

Staff recommend the City Council adopt Resolution No. _____, authorizing the City Manager to execute the second one-year renewal of the San Joaquin Chemicals, Inc. contract for a total amount of \$215,500 for the purchase of coagulants in Fiscal Year 2026.

Prepared by: Courtney Morgan, Management Analyst

Reviewed by: Craig Locke, Public Works Director



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - San Joaquin Chemicals Extentsion #2
2. City of Woodland with SJC, signed 10-23-2019

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND TO
APPROVE A ONE-YEAR CONTRACT EXTENSION WITH SAN JOAQUIN
CHEMICALS, INC. FOR FISCAL YEAR 2026 COAGULANT PURCHASE NOT-TO-
EXCEED \$215,500**

WHEREAS, the City of Woodland has a current contract with San Joaquin Chemicals, Inc. for the purchase of coagulant used in the water treatment process; and

WHEREAS, section 3.1.2 of the contract provided for two additional one-year terms, with a unit cost of \$0.862 per pound effective November 1, 2025 and an estimated quantity of 250,000 pounds resulting in a contract price of \$215,500 for Fiscal Year 2026; and

WHEREAS, the City Council of the City of Woodland has reviewed the terms of the current contract and finds it to be in the best interest of the City to exercise the second of the two one-year extensions for Fiscal Year 2026; and

WHEREAS, the contract extension will provide the City with the necessary coagulant materials for water treatment at an agreed-upon price not to exceed \$215,500; and

WHEREAS, the City of Woodland has determined that a one-year contract extension with San Joaquin Chemicals, Inc. is necessary to ensure the uninterrupted supply of coagulant for the water treatment process.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Woodland hereby authorizes and approves the following:

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

SECTION 2. The City Council hereby approves the second of two one-year contract extensions with San Joaquin Chemicals, Inc. for the purchase of coagulant for Fiscal Year 2026 (FY26) in an amount not-to-exceed \$215,500.

SECTION 3. The City Manager or his/her designee is authorized to execute any necessary documents to effectuate the extension of this contract with San Joaquin Chemicals, Inc.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney

AGREEMENT FOR CHEMICAL SERVICES

1. PARTIES AND DATE.

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

2. RECITALS.

2.1 Contractor.

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

2.2 Project.

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

3. TERMS.

3.1 Scope of Services and Term.

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

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

3.2 Responsibilities of Contractor.

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

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

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

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

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

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

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

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

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

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

3.2.10 Insurance.

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

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

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

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

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

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

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

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

(c) **Endorsements.**

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

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

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

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

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

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

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

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

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

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

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

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

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

3.3 Fees and Payments.

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

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

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

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

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

3.4 Accounting Records.

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

3.5 Delivery of Goods.

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

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

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

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

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

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

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

3.5.8 Location. Deliveries shall be made to:

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

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

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

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

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

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

3.6 General Provisions.

3.6.1 Termination of Agreement.

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

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

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

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

Contractor:

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

City:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SIGNATURES ON FOLLOWING PAGE

**SIGNATURE PAGE FOR AGREEMENT
FOR CHEMICAL SERVICES**

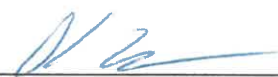
IN WITNESS WHEREOF, this Agreement was executed on the date first written above.

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

CITY OF WOODLAND

[INSERT NAME OF CONTRACTOR]

By: 
Paul Navazio
City Manager

By: 

Its: 

Printed Name: Karl Domm

ATTEST:

By: 
City Clerk

APPROVED AS TO FORM:

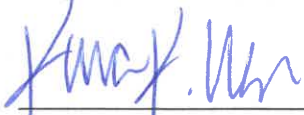
By: 
City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

1. GENERAL INFORMATION

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

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

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

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

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

2. TECHNICAL SPECIFICATIONS/PERFORMANCE STANDARDS

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

A. Quality Assurance

1. Reference Standards. All coagulant or coagulant blends shall meet the requirements of the following except where more detailed or stringent requirements are indicated by the contract documents.

ASTM – Testing Methods and Materials

NSF – For treatment of wastewater/water.

ANSI – For treatment of wastewater/water

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

B. Delivery Requirements

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

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

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

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

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

3. RESPONSE TIMES

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

4. CONTRACTOR MINIMUM REQUIREMENTS

A. MINIMUM QUALIFICATIONS:

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

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

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

B. MINIMUM WORK REQUIREMENTS:

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

C. SAFETY REQUIREMENTS:

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

D. PERFORMANCE, SUBMITTALS & WARRANTIES

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

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

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

E. INVOICING:

1. Services Invoice:

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

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

5. AWARDED CONTRACTOR REQUIREMENTS

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

EXHIBIT "B"

COMPENSATION

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

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

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

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



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: H.17
SUBJECT: Proposed Solid Waste Service Rate Increase

Recommendation for Action: Staff recommend the City Council:

- 1) Hold a public hearing to consider adopting increases to the rates for collection and handling of solid waste, recycling, and organic waste services within the City;
- 2) Consider all protests, including any written protests submitted prior to the close of the public hearing, tabulate ballots;
- 3) If a majority protest exists, do not approve the proposed increase to customer rates for garbage collection service; and
- 4) If no majority protest exists, adopt Resolution No. _____, establishing new customer rates for garbage collection service, effective September 1, 2025.

Staff Contact:

Spencer Bowen, Communication & Strategic Policy Manager, (530) 661-5808,
spencer.bowen@cityofwoodland.gov

Fiscal Impact:

The approval of the proposed rate increase will result in an overall customer rate increase of 6.43%. Collection fees for solid waste, recycling, and organic waste services ("Solid Waste Service") are paid by customers directly to USA Waste of California, Inc. dba WM of Woodland (WM). Revenues derived from the Solid Waste Service rates are used solely for the purpose of defraying costs incurred in providing efficient Solid Waste Service and to ensure continued compliance with State law, including but not limited to, garbage, recycling, and organic waste pick-up; transportation, processing, disposal, facilities and equipment maintenance; capital projects and financing; and billing and account management.

Background:

WM has been the City of Woodland's solid waste provider since 2011. The original Agreement for Solid Waste, Recyclables, Green Waste, and Street Sweeping Services was amended on December 18, 2013 and again on March 28, 2016. The current Agreement is set to expire on December 31, 2026. On April 15, 2025 the Woodland City Council approved a new Solid Waste Franchise Agreement with USA Waste of California, Inc.

An annual rate adjustment was applied on January 1 for calendar year 2025. A rate increase associated with the additional contractual requirements of the new Agreement is scheduled to take effect on September 1, 2025 and will run the course of September 1, 2025 – December 31, 2026 (16 months). The proposed 6.43% rate increase accounts for a 2026 Consumer Price Index (CPI) increase, as well as incremental rate increases based on new programs and service alterations. The rate increase accounts for the following costs and service enhancements:

- 2026 CPI adjustment
- Compost procurement (state mandate)
- Organic cart replacement (state mandate)
- Increased customer outreach and education

- 'At Your Door' service for household hazardous waste (added service)

1996's California Proposition 218 outlines that the City provide all properties receiving the service for which the fee is charged – in this case, Solid Waste Service – with a minimum of 45 days written notice prior to the City Council holding a public hearing on the proposed rate increase. The City is conducting this Proposition 218 majority protest proceeding out of an abundance of caution and without conceding the applicability of Proposition 218 to privately provided Solid Waste Service. On May 29, 2025 Proposition 218 Notices for the proposed solid waste collection service rate increase were mailed to the record owners of parcels and the solid waste collection services ratepayers who are not property owners but are otherwise responsible for paying the solid waste collection service charges. Additionally, the notice provided the time, date, and location of the public hearing to be held on July 15 before the City Council.

The last day of the required 45-day notice period was July 13, 2025, after which the City Council can hold a public hearing. Property owners and solid waste collection services ratepayers have the ability until the closing of the public hearing to "protest" the proposed rate increase. After the public hearing is closed, staff will count the number of protests filed. If a majority of the solid waste customers submit valid protest letters, as described in the public hearing notice, the City Council cannot consider approving the proposed rate increase; otherwise, the City Council may consider adopting Resolution No. _____, which will approve the rate adjustment. Failing to adopt the proposed rate increase without a majority protest by solid waste collection service ratepayers would breach the adopted Franchise Agreement.

As of this City Council Agenda's posting, the City had received 67 valid protests.

Discussion:

WM provides Solid Waste Service within the City pursuant to an exclusive franchise agreement. The rate structure for monthly Solid Waste Service is for two customer classes: (i) residential; and (ii) commercial (including monthly roll-off). The rates for Solid Waste Service for each customer class are determined based on: (i) the size of the container serving the property; (ii) the materials accepted in the container (e.g., trash, recyclables, or organic waste) serving the property; and (iii) the frequency of pickups per week.

Residential Rates

In the new service structure, residential service will be bundled in a similar manner to how many haulers and jurisdictions in California bundle their garbage service with recycling and organics. Bundled service ensures that residents are "defaulted" to the required three services. This practice not only encourages proper sorting by material type, but also ensures that all customers have access to all three waste streams as required by law.

Residential customers with a 35-, 64-, or 96-gallon service may receive up to two (2) recycling carts and two (2) organics carts with the bundled rate. A third recycling and organics cart may be requested for an additional fee. Qualifying low-income residential customers are eligible for a 15% discounted rate.

Service Capacity (based on garbage volume)	Existing Monthly Rates Through August 31				Proposed New Agreement Increase	New Bundled Monthly Rate (9/1/25)	New Bundled Monthly Rate: Low Income (9/1/25)
	Garbage	Recycle	Organics	Garbage + Recycle + Organics = Previous Total			
35 Gallons	\$15.26	\$2.00	\$20.01	\$37.27	\$2.40	\$39.67	\$33.72
64 Gallons	\$18.02	\$2.00	\$20.01	\$40.03	\$2.57	\$42.60	\$36.21
96 Gallons	\$31.33	\$2.00	\$20.01	\$53.34	\$3.43	\$56.77	\$48.25

The proposed residential rate increase reflects an increase to the residential customer's monthly garbage bill of 6.43%. Woodland residents are billed every other month. Residential customers with a 64-gallon trash service (the most common service volume) would see a roughly \$5.00 increase in their bill, or approximately \$2.60/month. See the table below:

Service Capacity	1/1/25 Rate	9/1/25 Rate	Percent Change
35 Gallons	\$37.27	\$39.67	6.43%
64 Gallons	\$40.03	\$42.60	6.43%
96 Gallons	\$53.34	\$56.77	6.43%

Commercial Rates

No restructuring of rates such as that outlined in the residential sector is being put in place for the commercial sector. The proposed commercial rate increase also reflects an increase to the commercial customer's monthly garbage bill of 6.43%.

Service	1/1/25 Rate	9/1/25 Rate	Percent Change
Trash - 96 Gallon Cart, 1x / week	\$45.08	\$47.98	6.43%
Trash - 2 Yard Bin, 1x / week	\$136.96	\$145.77	6.43%
Recycle - 96 Gallon Cart, 1x / week	\$36.28	\$38.61	6.43%
Recycle - 2 Yard Bin, 1x / week	\$36.28	\$38.61	6.43%
Mixed Organics - 64 Gallon, 1x / week	\$42.59	\$45.33	6.43%
Mixed Organics - 2 Yard Bin, 1x / week	\$290.30	\$308.97	6.43%

Future Increases

Under the terms of the new Franchise Agreement, there is to be an annual adjustment to the maximum rates. That adjustment is to be based on the percent change in the annual percentage change (July – June) in the CPI –Urban Consumer – Garbage and trash collection index, series ID CUUR0000SEHG02, and subject to a five percent maximum increase in any one year. In the event the CPI is greater than 5%, the percentage above the maximum may be rolled over to future years as a way to help "smooth out" the annual adjustments. Rates may also be changed to reflect extraordinary cost increases for disposal or processing costs outside of WM's control, subject to review and approval by the City Council.

If approved, beginning January 1, 2027, and each January 1 thereafter for a four-year period, the rates for Solid Waste Services may be adjusted annually without a further public hearing. In no event may an automatic increase exceed the City's cost of providing Solid Waste Services. If the adjustments are approved, a written notice will be mailed to all parties subject to future annual rate adjustments, not less than 30 days prior to the effective date of the adjustment.

Conclusion:

Staff recommend the City Council:

- 1) Hold a public hearing to consider adopting increases to the rates for collection and handling of solid waste, recycling, and organic waste services within the City;
- 2) Consider all protests, including any written protests submitted prior to the close of the public

hearing, tabulate ballots;

3) If a majority protest exists, do not approve the proposed increase to customer rates for garbage collection service; and

4) If no majority protest exists, adopt Resolution No. _____, establishing new customer rates for garbage collection service, effective September 1, 2025.



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Solid Waste Service Increase
2. Exhibit A: Woodland Proposed Residential Rates Effective 9-1-25
3. Exhibit B: Woodland Proposed Commercial Rates Effective 9-1-25
4. Exhibit C: Woodland Proposed Debris Box Roll Off Rates Effective 9-1-25
5. Notice of Public Hearing - Woodland Solid Waste Rates 07.15.25

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
DECLARING THE RESULTS OF THE PROCEEDINGS FOR APPROVAL OF THE
SOLID WASTE COLLECTION SERVICE RATE INCREASE IN ACCORDANCE
WITH ARTICLE XIII D OF THE CALIFORNIA CONSTITUTION, INCREASING THE
SOLID WASTE SERVICE RATES, AND APPROVAL OF AUTOMATIC
INFLATIONARY ADJUSTMENTS**

WHEREAS, in April 2025, the City Council approved a new Solid Waste Franchise Agreement with WM starting September 1, 2025; and

WHEREAS, the City is conducting a Proposition 218 majority protest proceeding out of an abundance of caution and without conceding the applicability of Proposition 218 and Article XIII D, Section 6 of the California Constitution (Article XIII D) to privately provided Solid Waste Service; and

WHEREAS, Article XIII D, Section 6 of the California Constitution (Article XIII D) requires the City Council to consider written protests to the proposed rate increases set forth attached to the July 15, 2025 public hearing item and incorporated herein by this reference; and

WHEREAS, Article XIII D requires that prior to imposing or increasing any fee, the City shall provide written notice (the "Notice") by mail of the proposed rates to the record owner of each parcel upon which the rates are proposed for imposition and any customer directly liable for the payment of such rates, the amount of the rates proposed, the basis upon which the rates were calculated, the reason for the imposition or increase, and the date, time, and location of a public hearing on the proposed rates; and

WHEREAS, pursuant to Article XIII D, such public notice is required to be provided to the affected property owners and solid waste collection services ratepayers directly liable for the payment of such rates not less than 45 days prior to the public hearing on the proposed rates; and

WHEREAS, the City did provide such notice to the affected property owners and solid waste collection services ratepayers responsible for the proposed rates in compliance with Article XIII D; and

WHEREAS, on July 15, 2025 the City Council held a public hearing to consider the results of protest proceedings conducted in accordance with California Constitution Article XIII D, Section 6(a)(2); and

WHEREAS, at the public hearing, the City Council considered all oral testimony, written materials, and written protests concerning the imposition of the proposed rates, and at the close of the public hearing, the City did not receive written protests against the approval of the proposed rates from a majority of the affected property owners and solid waste collection services ratepayers;

and

WHEREAS, the City Council now desires to approve the proposed rates and authorize automatic annual inflationary rate adjustments commencing September 1, 2025, with changes scheduled through and including January 1, 2031.

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

SECTION 1. The City Council hereby finds and determines that the above Recitals are true and correct and are incorporated herein.

SECTION 2. The City Council finds the inflationary adjustments are required to keep pace with the costs of providing sustainable and reliable solid waste collection services, including the ability to comply with continuing State mandated solid waste collection service programs and requirements. And that such rates are not in excess of the reasonable costs of providing such services.

SECTION 3. The proposed rates described in Exhibits A, B, and C shall become effective September 1, 2025, and the annual automatic inflationary increases are approved to be implemented each January 1, 2027 thereafter, through and including January 1, 2031. The City or WM shall provide, or cause to be provided, written notice each year to property owners and solid waste collection service rate payers who are not property owners but are otherwise responsible for paying the solid waste collection rates, at least thirty (30) days in advance of each annual inflationary increase taking effect.

SECTION 4. The first rate adjustment, effective January 1, 2027, will be based on the percentage change in Consumer Price Index (CPI) for the average CPI value from July 1, 2026 to June 30, 2027, compared to the average CPI value for the previous year from October to September, rounded to the nearest hundredth of a percent. The index to be used shall be the series CUUR0000SEHG02, Urban Consumer – Garbage and trash collection index in U.S. city average, all urban consumers, seasonally adjusted. Should this index be eliminated or no longer available, the Parties shall mutually agree upon a new index.

SECTION 5. If any section, subsection, subdivision, sentence, clause, or phrase in this Resolution or any part thereof is for any reason held to be unconstitutional or invalid, ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Resolution or any part thereof. The City Council hereby declares that it would have adopted each section irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, or phrases be declared unconstitutional, invalid, or ineffective.

SECTION 6. This Resolution shall supersede any and all provisions of any previous resolution and/or ordinance approved by the City Council that may conflict with, or be contrary to, this Resolution.

SECTION 7. The City Council finds that the subject activity outlined in this Resolution is not a Project within the meaning of the California Environmental Quality Act ("CEQA") Guidelines, Section 15378, and is therefore not subject to review under CEQA.

SECTION 8. The City Clerk shall certify the adoption of this Resolution, which shall become effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney



**Waste Management of Woodland
City of Woodland
Residential Rates
Effective 9/1/2025**

New Monthly Rate Eff 9/1/2025	
Bundled Service Rates	
35 Gallons	\$39.67
64 Gallons	\$42.60
96 Gallons	\$56.77
Extra bag pickup	\$3.08
Extra toter pickup	\$9.84

* Bundled service includes one (1) Recycle Cart, one (1) Organics Cart, and Street Sweeping. A second Recycle Cart and a second Organics cart can be provided at no additional cost.

Low income¹ (15% discount on Bundled Rate)	
35 Gallons	\$33.72
64 Gallons	\$36.21
96 Gallons	\$48.25

Additional Recycle Carts	
Per Additional Cart	\$7.93

* Residents are limited to (1) additional recycle cart and (1) additional organics cart at no charge. This "Per Additional Cart" rate applies to the 3rd+ Cart.

Additional Organics Carts	
Per Additional Cart	\$6.20

* Residents are limited to (1) additional recycle cart and (1) additional organics cart at no charge. This "Per Additional Cart" rate applies to the 3rd+ Cart.

Ancillary / Misc Fees	
On Premises Service, Customer with Disability	\$0.00
On Premises Service, elected	\$7.78
State Mandated Charge - Per Household	\$0.70
Curbside Bulky Waste Collection - per pickup (limited to 5 yards)	\$99.15
Insufficient Funds / Returned Check Fee	\$30.00
Late Charge	2.5% of balance, \$5.00 minimum
Return Trip Charge	\$37.43
Residential Contamination Charge ²	\$10.00
Residential Overage Charge ³	\$10.00

[1] Low income will be provided to customers who qualify for the PG&E CARE or FERA program, is the legal property Owner or tenant at the Residential Premises, and the name on the solid waste bill matches the name on the PG&E bill for that Premises.

[2] Material placed in a Recyclables Container other than Recyclables in quantities greater than 10%, as observed and documented by Company personnel, and (b) Material placed in an Organics Container other than Organics in quantities greater than 3%, as observed and documented by Company personnel, and (c) Excluded Waste in any quantity in any Container. Contamination charge applies to the third contamination incident after two warnings are issued.

[3] Defined as (i) Solid Waste, Recyclable Materials or Organic Waste exceeding its Container's intended capacity such that an individual lid is lifted by an average of at least 10 inches (or would be lifted by at least 10 inches if lowered) or (ii) Solid Waste, Recyclable Materials or Organic Waste placed on top the Container. Overage charge applies to the third overage incident after two warnings are issued.



Waste Management of Woodland
City of Woodland
Commercial Rates
Effective 9/1/2025

	New Monthly Rate Eff 9/1/2025
Trash - 64 Gallon Cart	
1 x Week	\$37.68
2 x Week	\$75.36
3 x Week	\$113.04
4 x Week	\$150.72
5 x Week	\$188.40
Trash - 96 Gallon Cart	
1 x Week	\$47.98
2 x Week	\$95.96
3 x Week	\$143.94
4 x Week	\$191.92
5 x Week	\$239.90
Trash - 1 Yard Bin	
1 x Week	\$95.40
2 x Week	\$157.34
Trash - 1.5 Yard Bin	
1 x Week	\$120.22
2 x Week	\$203.87
3 x Week	\$286.74
Trash - 2 Yard Bin	
1 x Week	\$145.77
2 x Week	\$247.72
3 x Week	\$349.74
4 x Week	\$451.66
5 x Week	\$553.66
6 x Week	\$654.94
Trash - 3 Yard Bin	
1 x Week	\$187.94
2 x Week	\$329.36
3 x Week	\$470.56
4 x Week	\$579.83
5 x Week	\$753.29
6 x Week	\$894.75
Trash - 4 Yard Bin	
1 x Week	\$236.40
2 x Week	\$419.44
3 x Week	\$602.55
4 x Week	\$785.54
5 x Week	\$985.47
6 x Week	\$1,151.81
Trash - 6 Yard Bin	
1 x Week	\$310.47
2 x Week	\$562.09
3 x Week	\$823.83
4 x Week	\$1,143.69
5 x Week	\$1,429.53
6 x Week	\$1,744.53

Recycle - 64 Gallon Cart	
1 x Week	\$38.61
2 x Week	\$77.22
3 x Week	\$115.83
4 x Week	\$154.44
5 x Week	\$193.05
Recycle - 96 Gallon Cart	
1 x Week	\$38.61
2 x Week	\$77.22
3 x Week	\$115.83
4 x Week	\$154.44
5 x Week	\$193.05
Recycle - 1 Yard Bin	
1 x Week	\$38.61
2 x Week	\$77.22
Recycle - 1.5 Yard Bin	
1 x Week	\$38.61
2 x Week	\$77.22
3 x Week	\$115.83
Recycle - 2 Yard Bin	
1 x Week	\$38.61
2 x Week	\$77.22
3 x Week	\$115.83
4 x Week	\$154.44
5 x Week	\$193.05
Recycle - 3 Yard Bin	
1 x Week	\$38.61
2 x Week	\$77.22
3 x Week	\$115.83
4 x Week	\$154.44
5 x Week	\$193.05
Recycle - 4 Yard Bin	
1 x Week	\$38.61
2 x Week	\$77.22
3 x Week	\$115.83
4 x Week	\$154.44
5 x Week	\$193.05
Recycle - 6 Yard Bin	
1 x Week	\$38.61
2 x Week	\$77.22
3 x Week	\$115.83
4 x Week	\$154.44
5 x Week	\$193.05

Mixed Organics - 35 Gallon	
1 x Week	\$32.27
2 x Week	\$64.45
3 x Week	\$96.71

4 x Week	\$128.97
5 x Week	\$161.20
Mixed Organics - 64 Gallon	
1 x Week	\$45.33
2 x Week	\$90.68
3 x Week	\$136.01
4 x Week	\$181.36
5 x Week	\$226.69
Mixed Organics - 1 Yard Bin	
1 x Week	\$224.51
2 x Week	\$383.24
3 x Week	\$543.88
Mixed Organics - 2 Yard Bin	
1 x Week	\$308.97
2 x Week	\$543.59
3 x Week	\$780.96

Extra Pickup Fees	
Extra bag pickup	\$3.08
Extra toter pickup	\$9.84
Additional Pickup, 1 Cubic Yard Bin	\$56.41
Additional Pickup, 1.5 Cubic Yard Bin	\$58.34
Additional Pickup, 2 Cubic Yard Bin	\$60.35
Additional Pickup, 3 Cubic Yard Bin	\$64.31
Additional Pickup, 4 Cubic Yard Bin	\$68.00
Additional Pickup, 6 Cubic Yard Bin	\$76.13
Additional Trip to Customer Location at Customer Request*	\$37.43

* Should the Company's video show that the Customer did not set out the Containers in their service location in time for Collection, the Customer will have the opportunity to pay for a return trip (per Rate in Exhibit B or wait until their next Service Day.

Temporary Bin	
3 Yard Temporary Bin	\$222.48

Ancillary / Misc Fees	
State Mandated Fee - per yard times 4.3 (weeks per month)	\$0.25
Dismount and Push Charge per Bin Serviced per Week	\$7.92

Key Charge per Bin Serviced per Week	\$9.43
Enclosure Charge per Bin Serviced per Week	\$10.40
Gate Service Charge per Bin Serviced per Week	\$10.40
Long Walk (more than 20 feet) per Bin Serviced per Week	\$24.88
Maximum Additional Weekly Charges per Bin Serviced per Week	\$32.23
Scout Truck (Container Truck)	\$44.92
Container Pull Out	
Extra per yard charge for Customers	\$29.86
Pre-compacting Trash	
Bad / Returned Check Fee	\$30.00
Inactivity Fee - Per Day (No activity for over 14 days) ¹	\$15.30
Inactivity Fee - Maximum per month ¹	\$229.76
Reactivation Fee ²	\$47.60
Delivery Fee ³	\$204.05
Late Charge	2.5% of balance, \$5.00 minimum
Cart Swap / Cleaning Charge	\$74.04
Bin Swap / Cleaning Charge	\$168.26
Commercial Contamination Charge ⁴	\$10.00
Commercial Overage Charge ⁵	\$10.00
Emergency Services ⁶	See Below

Note: Additional disposal fees for non-standard items (box springs, tires, televisions, etc) charged by Yolo County or City designated landfill will be charged to the customer when it is possible to identify the customer in violation.

[1] The Inactivity service fee would be charged if a Customer has a Debris Box, temporary Bin, or Compactor longer than the 14-day rental period without scheduling a pickup. On the 15th day and going forward, the customer would be charged an additional \$15.31 per day. The maximum fee per month is \$229.85.

[2] The Reactivation service fee would be charged for administrative costs to restart a Commercial Customer account that has been terminated pursuant to Section 7.1.2 of the Agreement due to non-payment.

[3] The Delivery service fee would be charged for the delivery of a container to a Commercial Customer that is restarting services that were previously terminated pursuant to Section 7.1.2 of the Agreement due to non-payment.

[4] Material placed in a Recyclables Container other than Recyclables in quantities greater than 10%, as observed and documented by Company personnel, and (b) Material placed in an Organics Container other than Organics in quantities greater than 3%, as observed and documented by Company personnel, and (c) Excluded Waste in any quantity in any Container. Contamination charge applies to the third contamination incident after two warnings are issued.

[5] Defined as (i) Solid Waste, Recyclable Materials or Organic Waste exceeding its Container's intended capacity such that an individual lid is lifted by an average of at least 10 inches (or would be lifted by at least 10 inches if lowered) or (ii) Solid Waste, Recyclable Materials or Organic Waste placed on top the Container. Overage charge applies to the third overage incident after two warnings are issued.

[6] Company and the City shall meet and confer to negotiate a price.

Waste Management of Woodland
City of Woodland
Debris (RO) Box Rates
Effective 9/1/2025

	New Monthly Rate Eff 9/1/2025
MSW - Haul Rate	
20 Yards - Includes 2 tons	\$323.17
30 Yards - Includes 3 tons	\$484.52
40 Yards - Includes 4 tons	\$646.07
Green Waste - Haul Rate	
20 Yards - Includes 2 tons	\$341.57
30 Yards - Includes 3 tons	\$512.14
40 Yards - Includes 4 tons	\$682.87
Mixed Wood - Haul Rate	
20 Yards - Includes 2 tons	\$358.79
30 Yards - Includes 3 tons	\$537.98
40 Yards - Includes 4 tons	\$717.32
C&D - Haul Rate	
20 Yards - Includes 2 tons	\$369.94
30 Yards - Includes 3 tons	\$554.73
40 Yards - Includes 4 tons	\$739.68
Clean Wood - Haul Rate	
20 Yards	\$166.42
30 Yards	\$249.39
40 Yards	\$332.56
Old Corrugated Cardboard (OCC) - Haul Rate	
20 Yards	\$166.42
30 Yards	\$249.39
40 Yards	\$332.56
Recycle - Haul Rate	
20 Yards	\$166.42
30 Yards	\$249.39
40 Yards	\$332.56
Concrete / Dirt	
10 Yards - no included tonnage	\$228.49

* All rates are for Temp or Perm Service except 10-yard containers, which are Temp only.

Compactor Rates	
Haul Rate - Per Yard - includes tonnage	\$27.28

Ancillary / Misc Fees	
State Mandated Fee - Per yard times 4.3 weeks/month	\$0.27
Debris Box Roll-Top Fee Per Haul	\$33.66
Bad / Returned Check Fee	\$31.93
Snapshot Fee - Per Occurrence ¹	\$68.03
Trip Charge ²	\$134.67
Inactivity Fee - Per Day (No activity for over 14 days) ³	\$15.30
Inactivity Fee - Maximum per month ³	\$229.76
Reactivation Fee - due to non-payment ⁴	\$47.60
Delivery Fee ⁵	\$204.05
Late Charge	2.5% of balance, \$5.00 minimum
Debris Box Fuel Surcharge ⁶	See below
Contamination Fee ⁷	See below
Emergency Services ⁸	See below

Note: Additional disposal fees for non-standard items (box springs, tires, televisions, etc) charged by Yolo County or City designated landfill will be charged to the customer when it is possible to identify the customer in violation.

[1] Excess Yardage/Snapshot service fee would apply to Commercial Customers each time a Customer's Bin or Debris Box is overloaded. Driver documents the conditions with photographs, which are used by the Company in subsequent Customer contact.

[2] The Trip Charge would apply when a Commercial Customer schedules a Debris Box service call that is not needed after Company arrives at the Customer location. Company must be given a 24 hour cancellation notice by the Customer.

[3] The Inactivity service fee would be charged if a Customer has a Debris Box, temporary Bin, or Compactor longer than the 14-day rental period without scheduling a pickup. On the 15th day and going forward, the customer would be charged an additional \$15.31 per day. The maximum fee per month is \$229.85.

[4] The Reactivation service fee would be charged for administrative costs to restart a Commercial Customer account that has been terminated pursuant to Section 7.1.2 of the Agreement due to non-payment.

[5] The Delivery service fee would be charged for the delivery of a container to a Commercial Customer that is restarting services that were previously terminated pursuant to Section 7.1.2 of the Agreement due to non-payment.

[6] The attached fuel Surcharge rate table will be applied to only the Debris Box line of business and will be calculated based on the cost of fuel on a monthly basis. This will be a line item on the customer's monthly bill.

[7] The contamination fee is a pass-through contamination and/or administration fee imposed on by the landfill or disposal site for contaminated loads.

[8] Company and the City shall meet and confer to negotiate a price.



**NOTICE OF PUBLIC HEARING
CITY OF WOODLAND
PROPOSED INCREASE IN
SOLID WASTE SERVICE RATES**

On **TUESDAY, JULY 15, 2025**, the Woodland City Council will conduct a public hearing at **6:00 P.M.**, or as soon thereafter as the matter may be heard, in the **COUNCIL CHAMBERS, 300 FIRST STREET**, to consider:

Adopting increases to the rates for collection and handling of garbage, recycling, and organic waste services within the City (collectively, “Solid Waste Service”). The public hearing will be held to consider all oral testimony and written protests to, and the adoption of, the proposed rate increases.

Proposed Increase

USA Waste of California, Inc. dba WM of Woodland (“WM”) provides Solid Waste Service within the City pursuant to an exclusive franchise agreement. The rate structure for monthly Solid Waste Service is for two customer classes: (i) residential; and (ii) commercial. The rates for Solid Waste Service for each customer class is determined based on: (i) the size of the container serving the property; (ii) the materials accepted in the container (e.g., trash, recyclables, or organic waste) serving the property; and (iii) the frequency of pickups per week.

Public Hearing Process as Specified by 1996’s California Proposition 218

All Woodland property owners of record and tenants are invited to attend this public hearing. The City Council will hear and consider all materials and testimony as well as all written protests against the proposed rate increases. At the close of the public hearing, the City Council may adopt new rates if written protests against the proposed increases are not presented by a majority of identified parcels upon which the proposed rates are to be charged. The City is conducting this Proposition 218 majority protest proceeding out of an abundance of caution and without conceding the applicability of Proposition 218 to Solid Waste Service.

If adopted, the rates shall take effect on September 1, 2025. As noted in more detail below, the rates may also be adjusted for Annual Automatic Adjustments for a five-year period.

Basis for Rate Increases

The request for the proposed rate increases shown is based upon the City’s existing solid waste franchise agreement (“Franchise Agreement”) with WM. Revenues derived from the Solid Waste Service rates are used solely for the purpose of defraying costs incurred in providing efficient Solid Waste Service and to ensure continued compliance with State law, including but not limited to, garbage, recycling and organic waste pick-up, transportation, processing, disposal, facilities and equipment maintenance, capital projects and financing, and billing and account management. If the rates for Solid Waste Service are approved by the City Council, WM will implement the Solid Waste Service rate increases effective September 1, 2025. Please note that the proposed rates will provide a 15% discount for low-income customers.

Future Automatic Rate Increases

Because the City anticipates future increases in the cost of providing Solid Waste Service that WM will charge pursuant to the Franchise Agreement, the City is also proposing to annually adjust the maximum rates based on the percent change in the annual percentage change (July – June Fiscal Year timeframe) in the CPI –Urban Consumer – Garbage and trash collection index, series ID CUUR0000SEHG02 subject to a five percent cap that may be rolled over to future years. Rates may also be changed to reflect pass-through cost increases for disposal or processing costs.

If approved, beginning January 1, 2027, and each January 1 thereafter for a five-year period, the rates for Solid Waste Services may be adjusted annually, without a further public hearing, as described below. In no event may an automatic increase exceed the City’s cost of providing Solid Waste Services. If the adjustments are approved, a written notice will be mailed to all parties subject to future annual rate adjustments, not less than 30 days prior to the effective date of the adjustment.

Proposed Rates

Below is a summary of the proposed rates. A full list of the proposed rates is available at bit.ly/WMRatesSeptember or at the QR code below.



Service Capacity (based on garbage volume)	Existing Monthly Rates Through August 31				Proposed New Agreement Increase	New Bundled Monthly Rate (9/1/25)	New Bundled Monthly Rate: Low Income (9/1/25)
	Garbage	Recycle	Organics	Garbage + Recycle + Organics = Previous Total			
35 Gallons	\$15.26	\$2.00	\$20.01	\$37.27	\$2.40	\$39.67	\$33.72
64 Gallons	\$18.02	\$2.00	\$20.01	\$40.03	\$2.57	\$42.60	\$36.21
96 Gallons	\$31.33	\$2.00	\$20.01	\$53.34	\$3.43	\$56.77	\$48.25

To protest the proposed rate increases before the July 15 meeting, you must submit a written protest.

Any property owner whose property will be subject to the imposition of the proposed solid waste and recycling rates and any tenant directly responsible for the payment of such rates (i.e., a customer of record) may submit a written protest to the proposed changes. **Oral, telephonic and e-mail protests will not be accepted.**

Written protests may be submitted by mail or in person to the **City Clerk’s Office at 300 First Street, Woodland, CA 95695** or at the Public Hearing on **Tuesday July 15 ,2025** at 6:00 p.m. at Woodland City Council Chambers, **300 First Street, Woodland, CA 95695**, provided they are received prior to the conclusion of the public comment of the Public Hearing. A valid protest **must** include all of the following information: (1) A statement of protest (“I protest” will suffice); (2) Service address or Assessor parcel number (by assessor’s parcel number, street address, or customer account); (3) Written evidence (example: current copy of a utility bill) that the person is the property owner, if the person was not shown on the County of Yolo’s last equalized assessment roll as the property owner or that the person is a tenant who is currently residing at the property and is responsible for the payment of utility fees; and (4) Name and signature of the property owner or

tenant submitting the protest (photocopies will not be accepted). The City Clerk will only accept one protest per parcel.

The Council may also discuss other hearings or business items before or after the items listed above. Pursuant to section 65009 (b) (2), the State Government Code “If you challenge the proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the 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 question regarding this notice, please contact Sarah Lansburgh, City Clerk at (530) 661-5806 or email at sarah.lansburgh@cityofwoodland.gov.

Dated:

Sarah Lansburgh, City Clerk



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: H.18
SUBJECT: Fiscal Year 2025/2026 Community Development Block Grant Annual Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan, and Authorization for Submittal of the Action Plan and the Consolidated Plan

Recommendation for Action: Staff recommend the City Council take the following actions:

- 1) Hold a public hearing to receive community input on the Fiscal Year 2025/2026 Community Development Block Grant Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan;
- 2) Adopt Resolution No. _____, approving the 2025-2029 Community Development Block Grant Consolidated Plan in substantially the same form as presented to the City Council with the Fiscal Year 2025/26 Community Development Block Grant Action Plan funding allocations and incorporating any public input received during the public comment period;
- 3) Direct staff to complete the Fiscal Year 2025/2026 Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan, as well as any other related documents required by the U.S. Department of Housing and Urban Development, incorporating the adopted funding allocations and submit both documents to the U.S. Department of Housing and Urban Development;
- 4) Authorize the City Manager to execute any agreements, contracts, or other documents with the appropriate entities to carry out the Community Development Block Grant-funded activities; and
- 5) Authorize the Administrative Services Director to make the budget allocations as specified.

Staff Contact:

Franklin Cui, Housing Analyst II – 530-661-2019, franklin.cui@cityofwoodland.gov

Fiscal Impact:

The total Community Development Block Grant (CDBG) funding allocation for Fiscal Year (FY) 2025/2026 is \$473,643. The City is able to utilize \$95,017.20 of this allocation to help offset the general fund impact of administering the program. Additionally, the CDBG Review Panel is recommending an allocation of \$307,867.95 for the City's ADA Accessibility Project, which also helps to relieve the general fund burden for this needed accessibility project.

For Fiscal Years 2025/2026 through 2029/2030, the anticipated CDBG funding allocation is roughly \$2.4 million.

Background:

Every five years, the U.S. Department of Housing and Urban Development (HUD) requires CDBG entitlement jurisdictions, cities and counties that receive CDBG funding on an annual basis, to adopt a new Five-Year Consolidated Plan. The Consolidated Plan identifies a jurisdiction's overall housing and community development needs and provides a strategy to address those needs. CDBG funds must be used to provide affordable housing and services for vulnerable and lower-income persons and to eliminate conditions of blight from the community. The Consolidated Plan is a five-year strategic planning document that includes a short-term investment plan outlining the intended use of CDBG, HOME Investment Partnership (HOME) and Emergency Shelter Grant (ESG) entitlement funds in a one-year Action Plan. The Action Plan covers the first year of the Consolidated Plan.

Currently, the City receives only CDBG funds on an annual basis as an entitlement jurisdiction. The City's previous Consolidated Plan was adopted by the City Council on June 15, 2021 and covered the period of July 1, 2020 to June 30, 2025.

The proposed Consolidated Plan will cover Fiscal Years 2025-2026 through 2029-2030. The City expects to receive approximately \$2.4 million over the planning period.

The Consolidated Plan includes several components, such as:

- Evaluation of demographic and housing trends;
- Identification of needs over the next five years, with a focus on the needs of low-income and special needs populations;
- Strategies to address the City's housing, economic development, public facilities, and public service needs; and
- Goals and estimated funding amounts for various types of activities.

Discussion:

CDBG Five-Year Consolidated Plan

In the development of the 2025-2029 Consolidated Plan, the City of Woodland engaged the services of consultant Mosaic Community Planning (the planning team). Consequently, the planning and City housing team used a variety of approaches to achieve meaningful community engagement with residents and other stakeholders, including community meetings, a stakeholder questionnaire, resident focus groups, pop-up events, and a community-wide survey.

The planning and City housing team engaged with residents through focus groups intended to seek the perspective of residents with specialized needs. Five focus groups were held for each of the following groups: seniors, people experiencing homelessness, people living in supportive housing, people with severe supportive mental health needs, and people using housing vouchers. The focus groups included an interactive discussion of housing and community development needs, fair housing issues, and access to opportunity.

The stakeholder questionnaire involved a 26-question survey available to the public, including people living or working in the city and other stakeholders. Survey questions focused on housing and community development needs and opportunities, fair housing, and access to opportunity. The survey was available online on the project website and in hard copy in English and Spanish during April and May 2025. Hard copies were distributed at in-person community meetings and pop-up and focus group participants were directed to the virtual version. A total of 96 survey responses were received.

The planning and City housing team also conducted three pop-up engagement activities, during which facilitators engaged with residents informally in community locations. There were two pop-up events, one at the Café Yolo Senior Lunch Program, which engaged 22 people, and one at Hyman Field, which engaged 12 people. Additionally, City staff facilitated a pop-up event via a booth held at Concert on the Court, which engaged 48 people.

Each pop-up event used different engagement strategies. At the Concert on the Court event, City staff engaged the public in a mock funding activity in which participants were given 5 poker chips in varying denominations and asked to use them to represent how much funding should be given to various housing and community development projects in Woodland. At the Senior Lunch event, team members engaged participants in a discussion about senior needs and resources within Woodland.

At the Hyman Field event, team members engaged the public with a dot-voting exercise about housing and community needs within the City.

Advertisements for the community workshops and survey targeted the public, nonprofits, service providers, housing providers, and others working with low- and moderate-income households or special-needs populations. Public notice of community input opportunities were provided through announcements on the City's website and social media, the project website, newspaper articles and public notices, and e-mails to community stakeholders.

A Stakeholder Questionnaire was sent to contacts representing a variety of viewpoints, including elected officials and staff, housing developers, nonprofit organizations, homeless housing and service providers, mental health service providers, organizations serving people with disabilities, family and senior services, workforce development organizations, and others. Meeting advertisements noted that accommodations (including translation, interpretation, or accessibility needs) were available if needed; no requests for accommodations were received.

Results

During the development of the Consolidated Plan, four priority needs were identified. Each of the needs is described in a table shown in Attachment C that follows along with a basis for its priority designation and the populations to be served.

In addressing these high-priority needs, the following tables are a summary of the City's goals for funding across the 5-year scope of the Consolidated Plan.

Sort Order	Goal Name	Category	Needs Addressed	Funding
1	Improve Housing Access and Quality	Affordable Housing	Expanded Access to Affordable Housing	\$100,00
2	Provide Community Services	Community Services	Provision of Community Services	\$255,232
3	Improve Existing Infrastructure and Public Facilities	Non-Housing Community Development	Infrastructure and Public Facility Improvements	\$1,539,339
4	Community Engagement, Planning, and Administration	Community Engagement, Planning, and Administration	Community Engagement, Planning, and Administration	\$473,643

Public Review

The 2025-2029 Consolidated Plan and 2025-2026 Action Plan were released for a 30-day public review period on June 13, 2025, with public notices of availability published in the *Daily Democrat* and the City's website. Public comments received before the July 15, 2025 City Council meeting will be summarized at the meeting.

Annual Action Plan

The Action Plan is the annual document that implements the Consolidated Plan and serves as a budget document for the first fiscal year. The Action Plan identifies goals, projects, and funding amounts for CDBG during the fiscal year of July 1, 2025 to June 30, 2026.

For FY 2025/2026, the City's allocation is \$473,643, a decrease of \$1,443 from the FY 2024/2025

allocation of \$475,086.

The following actions were done to let organizations know about the funding opportunities and for overall public outreach/citizen participation for the following year's funding awards in the Annual Action Plan:

1. Emailed a notice of funding availability (NOFA), notice of public meeting applicant workshop, applications for public services and public facilities activities, Woodland's rating and ranking system for CDBG applications, Community Development Needs Table for Woodland's 2025–2029 Consolidated Plan, and a copy of the CDBG funded activities for FY 2024/25 to current and previous CDBG subrecipients and other interested parties (approximately 18 nonprofits and public agencies that provide programs in Woodland and/or Yolo County);
2. Emailed the information contained in #1 to the local continuum of care, the nonprofit Homeless and Poverty Action Coalition who shared with individuals who provide programs in Woodland and/or Yolo County;
3. Published the notice of funding availability in the February 12, 2025, edition of the Daily Democrat;
4. Posted the NOFA and other attachments from the NOFA email on the City's website (<https://www.cityofwoodland.org/597/Community-Development-Block-Grant>);
5. Provided copies of the NOFA and application materials at City Hall (300 First Street - Community Development Department counter) and Woodland Community and Senior Center (2001 East Street – Community Services Department counter);
6. Held a virtual public meeting/applicant workshop on March 5, 2025, via Zoom;
7. Held a publicly noticed public meeting on June 9, 2025, for citizens to review the proposed funding recommendations for FY 2025/26;
8. Published a notice of the availability of the draft FY 2025/2026 Action Plan and 2025-2029 CDBG Consolidated Plan 30-day public comment period and the City Council's July 15, 2025, public hearing on the Action Plan and Consolidated Plan on the City's website in Spanish and English (<https://www.cityofwoodland.org/597/Community-Development-Block-Grant>);
9. Posted the draft FY 2025/2026 Action Plan and 2025-2029 CDBG Consolidated Plan to the City's website on June 13, 2025 (<https://www.cityofwoodland.org/597/Community-Development-Block-Grant>);
10. Emailed members of the local continuum of care (HPAC) on the availability of the draft FY 2025/26 Action Plan and 2025-2029 CDBG Consolidated Plan, 30-day Public Comment period, and the City Council's July 15, 2025, public hearing on the FY 2025/2026 Action Plan and 2025-2029 CDBG Consolidated Plan;
11. Made copies of the draft FY 2025/2026 Action Plan and 2025-2029 CDBG Consolidated Plan available at the public counters at the Woodland City Hall (300 First Street, Community Development Department, first floor of City Hall) and Woodland Community and Senior Center (2001 East Street, Community Services Department); and
12. Hold a public hearing at the July 15, 2025, City Council meeting to receive public comments and take final action on the FY 2025/2026 Action Plan and 2025-2029 CDBG Consolidated Plan.

Under CDBG regulations, no more than 15 percent of the City's allocation can be used for public services, no more than 20 percent can be used for administration, and no more than 65 percent can be used for public infrastructure. The City reserves 20 percent of the annual CDBG allocation for the administration of the program. For FY 2025/26 there is \$71,046.45 available for public service activities, \$94,728.60 for program administration, and \$307,867.95 for public infrastructure. To assist the City with the review of CDBG applications and the preparation of funding recommendations, a three-person CDBG Review Panel is convened. The Review Panel met on May 14, 2025 to review

and recommend applications to fund. The panel was composed of three members: Magalean Martin (Parks and Recreation Commission), Marco Lizarraga (Planning Commission), and Bill Pride (Yolo Community Builders).

The Review Panel evaluates the CDBG applications based on a rating and ranking system, which was last revised in 2015. The rating and ranking system is an objective system that scores the applications based on the following criteria: benefit to low and very low-income persons; activity need and justification; reasonableness of cost estimates; activity management and timeliness; experience, past performance, and organizational capability; and project budget – evidence of sufficient funding.

Funding Applications and Recommendations:

A summary of the funding requests and recommendations is provided below.

The City received four applications for public infrastructure activities with a cumulative funding request of \$732,280 and six applications for public services activities with a cumulative funding request of \$85,000.

Public Infrastructure Applications Received and Funding Requests: (available CDBG funds **\$307,867.95**)

1. City of Woodland, ADA Accessibility Project – **\$341,280**
2. New Hope Community Dev Corp – **\$286,000**
3. Yolo Employment Services, Inc. – **\$55,000**
4. Yolo Community Care Continuum – **\$50,000**

Public Infrastructure Funding Recommendations (Panel and Staff):

1. City of Woodland, ADA Accessibility Project – Review Panel: **\$307,867.95**; Staff: **\$307,867.95**
2. New Hope Community Dev Corp – Review Panel: **\$0.00**; Staff: **\$0.00**
3. Yolo Employment Services, Inc. – Review Panel: **\$0.00**; Staff: **\$0.00**
4. Yolo Community Care Continuum – Review Panel: **\$0.00**; Staff: **\$0.00**

Public Services Applications Received and Funding Requests: (available CDBG funds **\$71,046.45**)

1. Northern California Children's Therapy Center, Project Hope for Children – **\$15,000**
2. Legal Services of Northern California, Fair Housing Services – **\$10,000**
3. Meals on Wheels Yolo County, Operation Accelerate – **\$15,000**
4. Yolo Community Care Continuum, New Dimensions Supported Housing – **\$15,000**
5. Yolo Wayfarer Center, Emergency Shelter Services – **\$15,000**
6. Yolo Food Bank, Nurture Woodland – **\$15,000**

Public Services Funding Recommendations (Panel and Staff):

1. Northern California Children's Therapy Center, Project Hope for Children – Review Panel: **\$11,046.45**; Staff: **\$11,046.45**
2. Legal Services of Northern California, Fair Housing Services – Review Panel: **\$10,000**; Staff: **\$10,000**
3. Meals on Wheels Yolo County, Operation Accelerate – Review Panel: **\$15,000.00**; Staff: **\$15,000.00**

4. Yolo Community Care Continuum, New Dimensions Supported Housing – Review Panel: **\$10,000**; Staff: **\$10,000**
5. Yolo Wayfarer Center, Emergency Shelter Services – Review Panel: **\$15,000**; Staff: **\$15,000**
6. Yolo Food Bank, Nurture Woodland – Review Panel: **\$10,000**; Staff: **\$10,000**

Of the \$71,046.45 allocated for public service programs, 40 percent (\$28,505.16) of the allocation has been recommended for food and shelter programs operated by the following sub-recipients: Northern California Children's Therapy Center, Meals on Wheels Yolo County, Yolo Community Care Continuum, Yolo Wayfarer Center, and Yolo Food Bank. It has been the City's long-standing practice to reserve at minimum 40 percent of the public services allocation for food and shelter programs.

The City will retain the maximum allocation of 20 percent (\$94,728.60) for the administration of the CDBG program. It should also be noted that the City, pursuant to a 2005 Voluntary Compliance Agreement and Conciliation Agreement, is required to provide Legal Services of Northern California with annual funding of at least \$10,000 for fair housing services as long as the City receives CDBG funding.

The City's recommendations for CDBG funding for fiscal year 2025-2026 are summarized below:

Applicant	Project Title	Funding
Public Infrastructure Activities		
City of Woodland	ADA Accessibility Project	\$ 307,867.95
Public Service Activities		
Northern California Children's Therapy Center	Project HOPE	\$ 11,046.45
Legal Services of Northern California	Fair Housing Services	\$ 10,000
Meals on Wheels Yolo County	Operation Accelerate	\$ 15,000
Yolo Community Care Continuum	New Dimensions Supported Housing	\$ 10,000
Yolo Wayfarer Center	Emergency Shelter Services	\$ 12,000
Yolo Food Bank	Nurture Woodland	\$ 10,000
Administration & Planning		
City of Woodland	CDBG Program Administration	\$ 94,728.60

Conclusion:

Staff recommend the City Council take the following actions:

- 1) Hold a public hearing to receive community input on the Fiscal Year 2025/2026 Community Development Block Grant Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan;
- 2) Adopt Resolution No. _____, approving the 2025-2029 Community Development Block Grant Consolidated Plan in substantially the same form as presented to the City Council with the Fiscal Year 2025/26 Community Development Block Grant Action Plan funding allocations and incorporating any public input received during the public comment period;
- 3) Direct staff to complete the Fiscal Year 2025/2026 Action Plan and 2025-2029 Community Development Block Grant Consolidated Plan, as well as any other related documents required by the U.S. Department of Housing and Urban Development, incorporating the adopted funding allocations and submit both documents to the U.S. Department of Housing and Urban Development;
- 4) Authorize the City Manager to execute any agreements, contracts, or other documents with the appropriate entities to carry out the Community Development Block Grant-funded activities; and

5) Authorize the Administrative Services Director to make the budget allocations as specified.

Prepared by: Franklin Cui, Housing Analyst II

Reviewed by: Kim McKinney, Administrative Services Director
Erika Bumgardner, Community Development Deputy Director



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - FY 2025-26 CDBG Action Plan_2025-2029 CDBG ConPlan and Approval
2. B. Woodland 2025-2029 Con Plan_Draft
3. C. CDBG ConPlan High Priority Needs

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
TO HOLD A PUBLIC HEARING TO RECEIVE COMMUNITY INPUT
ON THE FISCAL YEAR 2025/2026 COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) ACTION PLAN AND 2025-2029 CDBG CONSOLIDATED PLAN AND
APPROVE THE PLANS**

WHEREAS, the City of Woodland (“City”) annually receives an allocation of Community Development Block Grant (CDBG) Funds from the Department of Housing and Urban Development (HUD); and

WHEREAS, the City’s CDBG allocation for Fiscal Year 2025/2026 is \$473,643; and

WHEREAS, as part of the program requirements, the City must submit the Annual Action Plan that describes how the funding will be spent for the following program year, as well as preparing a strategic Consolidated Plan every five years; and

WHEREAS, the Annual Action Plan and 2025-2029 CDBG Consolidated Plan are required to be approved after receiving public input.

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

SECTION 1. This City Council hereby finds and determines that the foregoing recitals are true and correct.

SECTION 2. This City Council hereby approves the FY 2025/2026 CDBG Annual Action Plan and 2025-2029 CDBG Consolidated Plan with the following funding allocations as recommended by the CDBG Review Panel and City staff.

Applicant	Project Title	Funding
Public Infrastructure Activities		
City of Woodland	ADA Accessibility Project	\$ 307,867.95
Public Service Activities		
Northern California Children’s Therapy Center	Project HOPE	\$ 11,046.45
Legal Services of Northern California	Fair Housing Services	\$ 10,000
Meals on Wheels Yolo County	Operation Accelerate	\$ 15,000
Yolo Community Care Continuum	New Dimensions Supported Housing	\$ 10,000
Yolo Wayfarer Center	Emergency Shelter Services	\$ 12,000
Yolo Food Bank	Nurture Woodland	\$ 10,000
Administration & Planning		
City of Woodland	CDBG Program Administration	\$ 94,728.60

SECTION 3. This City Council hereby directs staff:

a) To complete the FY 2025/2026 Action Plan and 2025-2029 CDBG Consolidated Plan, as well as any other items required by the U.S. Department of Housing and Urban Development (HUD), incorporating the adopted funding allocations along with any public input received during the public comment period.

b) To submit the completed FY 2025/2026 Action Plan and 2025-2029 CDBG Consolidated Plan to HUD once completed.

SECTION 4. This City Council hereby authorizes the City Manager to execute any agreements, contracts or other documents with the appropriate entities to carry out the CDBG Funded activities and authorizes the Administrative Services Director to make the budget allocations as specified.

SECTION 5. This Resolution shall take effect from and after the date of its passage and adoption.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney

2025-2029 CONSOLIDATED PLAN

AUGUST 2025



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EXECUTIVE SUMMARY



ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. INTRODUCTION

Every five years, the City of Woodland must prepare a strategic plan (known as the Consolidated Plan) which governs the use of federal housing and community development grant funds that it receives from the United States Department of Housing and Urban Development (HUD). When preparing Consolidated Plans, grantees must assess needs and issues in their jurisdictions. Community Development Block Grant (CDBG) program funds received by the City from HUD are covered in this Consolidated Plan.

The City must also submit to HUD separate Annual Action Plans for each of the five years during the Consolidated Plan period. The Annual Action Plan serves as the City's yearly application to HUD and is required for the City to receive the annual allocation from the grant program. This type of grant from HUD is known as an Entitlement Grant Program because communities receive the funds every year if they meet program requirements and criteria associated with the grant. Under HUD's grant program regulations, the City of Woodland must use its grant funds within the City limits.

2. SUMMARY OF THE OBJECTIVES AND OUTCOMES IDENTIFIED IN THE PLAN NEEDS ASSESSMENT OVERVIEW

Grantees must assess the needs in their jurisdictions as a key part of the Consolidated Plan process. To inform development of priorities and goals over the next five years, the Consolidated Plan's Needs Assessment discusses housing, community development, and economic development needs in Woodland. The Needs Assessment relies on data from the US Census, 2019-2023 American Community Survey (ACS) five-year estimates, and a special tabulation of ACS data known as Comprehensive Housing Affordability Strategy (CHAS) data that estimates the number of households with one or more housing needs. Local data regarding homelessness and assisted living is included. Finally, public input gathered through focus groups, meetings, and a community survey are coupled with data analysis to identify priority needs related to affordable housing, homelessness, assisted housing, community development, and economic development in Woodland.

Priorities identified during the development of the City’s 2025-2029 Five-Year Plan include:

1. Expanded Access to Affordable Housing
2. Provision of Community Services
3. Infrastructure and Public Facility Improvements
4. Community Engagement, Planning, and Administration

3. EVALUATION OF PAST PERFORMANCE

During the most recently completed program year (2023-2024 CAPER), the City of Woodland met or exceeded its one-year goals in the following programs:

- Fair housing services (1-year goal: 102 persons assisted; actual: 244 persons assisted)
- Health housing services (1-year goal: 255 persons assisted; actual: 265 persons assisted)
- Multi/single-family affordable units construction (1-year goal: 0 units constructed; actual: 72 units constructed)
- Homelessness services (1-year goal: 225 persons assisted; actual: 549 persons assisted)

The city did not meet its one-year goals in the following programs:

- Public facilities & improvements (1-year goal: 444 persons assisted; actual: 0 persons assisted)
- Homelessness: overnight shelter (1-year goal: 297 persons assisted; actual: 250 persons assisted)
- Youth services (1-year goal: 450 persons assisted; actual: 418 persons assisted)

4. SUMMARY OF CITIZEN PARTICIPATION PROCESS AND CONSULTATION PROCESS

An important component of the research process for this Consolidated Plan involved gathering input from residents and stakeholders regarding housing and community development conditions, needs, and opportunities in Woodland. The planning team used a variety of approaches to achieve meaningful community engagement with residents and other stakeholders, including community meetings, a stakeholder questionnaire, resident focus groups, pop-up events, and a community-wide survey.

Community Meetings

The City of Woodland hosted one in-person and one virtual community meeting to understand housing and community development needs and opportunities in the city. Each meeting began with a brief presentation that provided an overview of the Consolidated Plan, the community engagement process, the project website and survey, the project timeline, and the types of analysis to be included in the study. The presentations were followed by interactive discussions of community need, fair housing, and access to opportunity. One meeting was held virtually via Zoom—residents could join online or by phone—and one was held in-person in the Woodland City Council Chambers. A total of one participant joined a community workshop.

Stakeholder/Service Provider Questionnaire

The planning team also engaged with stakeholders and service providers representing a variety of perspectives through an open-ended questionnaire. Topics included housing and community development needs, barriers to affordable housing, gaps in the homeless service delivery system, fair housing issues, and opportunities to build on existing successes using CDBG funds. A total of 9 community stakeholders participated in the questionnaire, representing a range of backgrounds and viewpoints.

Focus Groups

In addition to stakeholder consultations, the planning team engaged with residents through focus groups intended to seek the perspective of residents with specialized needs. Five focus groups were held for the following groups:

- Seniors (in-person, no attendees)
- People experiencing homelessness (in-person, 13 attendees)
- People living in supportive housing (in-person, 14 attendees)
- People with severe supportive mental health needs (in-person, 7 attendees)
- People using housing vouchers (virtual, no attendees)

No residents attended the senior citizen focus group or the housing voucher focus group. Focus groups with attendees included an interactive discussion of housing and community development needs, fair housing issues, and access to opportunity.

Community Survey

The fourth method for obtaining community input was a 26-question survey available to the public, including people living or working in the city and other stakeholders. Survey questions focused on housing and community development needs and opportunities, fair housing, and access to opportunity. The survey was available online on the project website and in hard copy in English and Spanish during April and May 2025. Hard copies were distributed at in-person community meetings, and pop-up and focus group participants were directed to the virtual version. A total of 96 survey responses were received.

Pop-Up Events

The planning team and City staff conducted three pop-up engagement activities, during which facilitators engaged with residents informally in community locations. Pop-up engagement is useful for raising awareness of the plan and obtaining input from residents who may not be sufficiently tuned into fair housing issues to attend a meeting on the subject, but who have opinions to share nonetheless. The planning team held two pop-up events, one at the Café Yolo Senior Lunch Program, which engaged 22 people, and one at Hyman Park, which engaged 12 people. Additionally, City staff facilitated a pop-up event via a booth held at Concert on the Court, which engaged 48 people. Each pop-up event used different engagement strategies:

- At the Concert on the Court event, City staff engaged the public in a mock funding activity in which participants were given 5 poker chips in varying denominations and asked to use them to

represent how much funding should be given to various housing and community development projects in Woodland.

- At the Senior Lunch event, team members engaged participants in a discussion about senior needs and resources within Woodland.
- At the Hyman Park event, team members engaged the public with a dot-voting exercise about housing & community needs within the City.

Publicity for Community Engagement Activities

Advertisement for the community workshops and survey targeted the general public, as well as nonprofits, service providers, housing providers, and others working with low- and moderate-income households and special needs populations. Public notice of community input opportunities was provided through announcements on the City's website and social media, the project website, newspaper articles and public notices, and e-mails to community stakeholders. A Stakeholder Questionnaire was sent to contacts representing a variety of viewpoints, including elected officials and staff, housing developers, nonprofit organizations, homeless housing and service providers, mental health service providers, organizations serving people with disabilities, family and senior services, workforce development organizations, and others. Meeting advertisements noted that accommodations (including translation, interpretation, or accessibility needs) were available if needed; no requests for accommodations were received.

5. SUMMARY OF PUBLIC COMMENTS

The City of Woodland held a 30-day public comment period to receive comments on the draft Consolidated Plan and Annual Action Plan from June 13 to July 13, 2025. During that time, copies of the draft plans were made available for public review at Woodland City Hall (300 First Street) via the City's website (www.cityofwoodland.gov), and on the project website, WoodlandCommunityPlans.com, and residents and stakeholders were invited to provide written comments. Interested parties were invited to submit comments via mail to the City of Woodland Community Development Department, or through email to franklin.cui@cityofwoodland.gov. The City held a final public hearing on the draft plans on July 15, 2025. A summary of community engagement results is provided in the following section. Complete survey results and outreach materials can be found in the appendix.

6. SUMMARY OF COMMENTS OR VIEWS NOT ACCEPTED AND THE REASONS FOR NOT ACCEPTING THEM

All public comments were accepted and taken into consideration in preparing the Consolidated Plan.

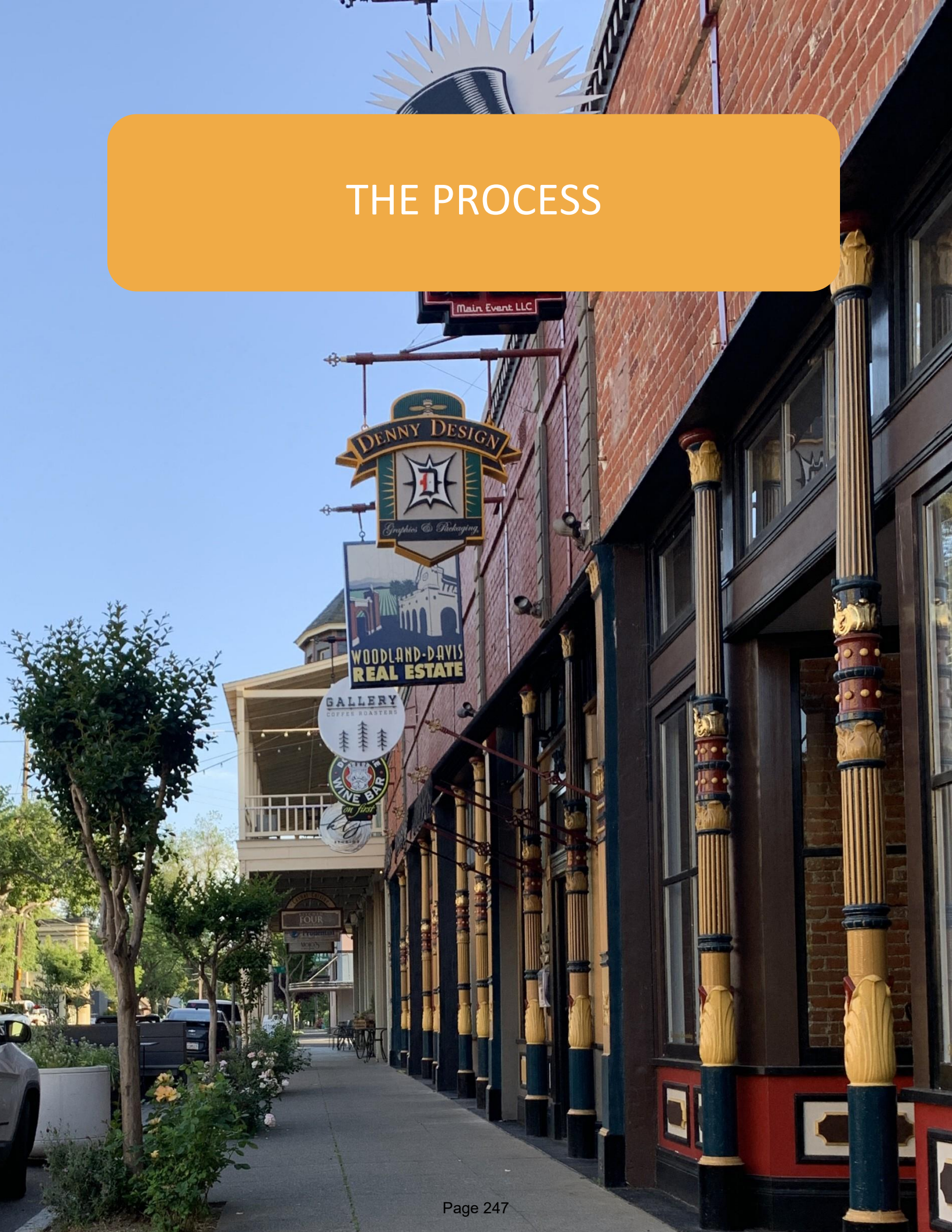
7. SUMMARY

During the development of the Consolidated Plan, the City identified a set of priority needs through community engagement and analysis of housing and community development data. These priorities include homelessness housing and services, housing access and quality, infrastructure and public facility improvements, public services, and community engagement, planning, and administration. Over the

Consolidated Plan period of 2025-2029, federal grant funding will be focused on addressing these highest priority needs. The Consolidated Plan also contains goals, measurable objectives, and implementation actions for each of the plan's elements.

Coinciding with the development of the Consolidated Plan is the development of the first year Annual Action Plan, including the Notice of Funding Availability (NOFA) process. Through this process, the City sub-awards federal grant funds to eligible entities including non-profits, government agencies, and developers that provide the services to make progress toward the priority needs.

THE PROCESS



PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. DESCRIBE AGENCY/ENTITY RESPONSIBLE FOR PREPARING THE CONSOLIDATED PLAN AND THOSE RESPONSIBLE FOR ADMINISTRATION OF EACH GRANT PROGRAM AND FUNDING SOURCE

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

TABLE 1 – RESPONSIBLE AGENCIES

Agency Role	Name	Department/Agency
CDBG Administrator	City of Woodland	Community Development Department

NARRATIVE

The Woodland Community Development Department is responsible for preparing the City's CDBG Consolidated Plan and administering the City's CDBG program.

CONSOLIDATED PLAN PUBLIC CONTACT INFORMATION

Franklin Cui
Community Development Department
City of Woodland
2001 East Street
Woodland, CA 95776
(Phone) 530.661.2019
(Fax) 530.406.0832
Email: Franklin.Cui@cityofwoodland.gov

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. INTRODUCTION

PROVIDE A CONCISE SUMMARY OF THE JURISDICTION'S ACTIVITIES TO ENHANCE COORDINATION BETWEEN PUBLIC AND ASSISTED HOUSING PROVIDERS AND PRIVATE AND GOVERNMENTAL HEALTH, MENTAL HEALTH AND SERVICE AGENCIES (91.215(I)).

The City of Woodland utilized a robust public engagement process to develop its updated Five-Year Consolidated Plan. Prior to drafting the Consolidated Plan, the City of hosted two public engagement meetings, five focus groups, three pop-up events, and offered both a public survey and a service provider questionnaire. A total of 96 people participated in the public survey, 9 in the service provider survey, 32 in focus groups, 82 in pop-up events, and one in open community meetings. Results of these outreach efforts are summarized in the Community Participation section of the Plan.

The City of Woodland held a 30-day public comment period to receive comments on the draft Consolidated Plan and Annual Action Plan from June 13 to July 13, 2025 to receive input from residents and stakeholders on the draft Consolidated Plan. The City held a final public hearing on the draft plans on July 15, 2025 prior to approval by the Woodland City Council and submission to HUD.

DESCRIBE COORDINATION WITH THE CONTINUUM OF CARE AND EFFORTS TO ADDRESS THE NEEDS OF HOMELESS PERSONS (PARTICULARLY CHRONICALLY HOMELESS INDIVIDUALS AND FAMILIES, FAMILIES WITH CHILDREN, VETERANS, AND UNACCOMPANIED YOUTH) AND PERSONS AT RISK OF HOMELESSNESS

The City of Woodland is a member of the local continuum of care Homeless and Poverty Action Coalition (HPAC). A City representative who administers the City's CDBG program and works on affordable issues, programs, and projects also serves on HPAC's 15-member board of directors, which includes representatives from service provider entities and government agencies. The City representative attends monthly meetings of HPAC's Governance Committee and Technical Subcommittee. Participation in HPAC provides ongoing opportunities to improve the coordination between public and assisted housing providers and private and governmental health, mental health and service agencies.

Current members of HPAC include an individual with homeless lived experience, Yolo County Children's Alliance, Yolo Community Builders, Turning Point Community Programs (nonprofit behavioral health & services provider), CommuniCare (nonprofit federally qualified health center), Legal Services of Northern California, Empower Yolo (shelter program for victims of domestic violence, sexual assault, stalking, and human trafficking), Yolo Community Care Continuum (permanent support housing for mentally ill adults

and respite program for homeless), Davis Community Meals and Housing, Fourth and Hope (shelter, permanent supportive housing, and treatment programs), City of Davis, City of Woodland, City of West Sacramento, Yolo County, and Yolo County Housing (PHA for Yolo County).

In addition to HPAC, other homeless service providers invited to participate in the planning process include the Yolo Community Care Continuum (YCCC), the Fourth & Hope Yolo Wayfarer Center (YWC), the Yolo County Homeless and Poverty Action Coalition (HPAC), and CommuniCare.

DESCRIBE CONSULTATION WITH THE CONTINUUM(S) OF CARE THAT SERVES THE JURISDICTION'S AREA IN DETERMINING HOW TO ALLOCATE ESG FUNDS, DEVELOP PERFORMANCE STANDARDS AND EVALUATE OUTCOMES, AND DEVELOP FUNDING, POLICIES AND PROCEDURES FOR THE ADMINISTRATION OF HMIS

Woodland is a member of HPAC, as described above. HPAC has established a Data Subcommittee that oversees the development and implementation of data collection in the Homeless Management Information System in compliance with the most current HMIS data standards published by HUD.

2. DESCRIBE AGENCIES, GROUPS, ORGANIZATIONS AND OTHERS WHO PARTICIPATED IN THE PROCESS AND DESCRIBE THE JURISDICTIONS CONSULTATIONS WITH HOUSING, SOCIAL SERVICE AGENCIES AND OTHER ENTITIES

Representative agencies, groups, and organizations that participated in the planning process for Woodland's 2025-2029 Five-Year Consolidated Plan and 2025 Annual Action Plan are shown in the table on the following pages. In addition to the agencies listed, others may have participated in the online survey, which was anonymous.

TABLE 2 – AGENCIES, GROUPS, ORGANIZATIONS WHO PARTICIPATED

Agency/Group/Organization	Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
<i>To be updated pending close of Stakeholder Questionnaire</i>			

IDENTIFY ANY AGENCY TYPES NOT CONSULTED AND PROVIDE RATIONALE FOR NOT CONSULTING

Efforts were made to consult as broad a group of community stakeholders as possible. Email notifications and invitations regarding the community meetings and survey were distributed to stakeholders by the City of Woodland. No agency types were excluded from participation.

OTHER LOCAL/REGIONAL/STATE/FEDERAL PLANNING EFFORTS CONSIDERED WHEN PREPARING THE PLAN

TABLE 3 – OTHER LOCAL / REGIONAL / FEDERAL PLANNING EFFORTS

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
2023 Yolo County Hazard Mitigation Plan	Yolo County	Identifies potential hazards, their risk to the public, and mitigation strategies.
2023-2026 Yolo County Plan to Address Homelessness	Yolo County	Establishes a plan to address homelessness in Yolo County, including the City of Woodland.
2019 Sacramento Valley Analysis of Impediments to Fair Housing Choice	Sacramento Valley Fair Housing Collaborative	Investigates whether all residents of the jurisdiction have equal access to fair housing, identifies barriers to fair housing choice, and proposes mitigation strategies.
City of Woodland 2020-2024 Consolidated Plan	City of Woodland	Jurisdiction's previous consolidated plan.
City of Woodland Housing Element - 2023	City of Woodland	Identifies housing goals, priorities, and strategies for the City of Woodland.
City of Woodland 2035 General Plan	City of Woodland	Identifies Woodland's overall priorities and growth strategies through the year 2035.
2025-2029 Yolo County Housing Authority 5-Year Agency Plan	Yolo County	Governing 5-year plan for jurisdiction's housing authority.

DESCRIBE COOPERATION AND COORDINATION WITH OTHER PUBLIC ENTITIES, INCLUDING THE STATE AND ANY ADJACENT UNITS OF GENERAL LOCAL GOVERNMENT, IN THE IMPLEMENTATION OF THE CONSOLIDATED PLAN (91.215(L))

The City of Woodland coordinates with the HPAC and other Continuum of Care member agencies, such as the Yolo County Housing Authority, to expand both housing and services for the region's homeless and low- to moderate-income populations.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. SUMMARY OF CITIZEN PARTICIPATION PROCESS/EFFORTS MADE TO BROADEN CITIZEN PARTICIPATION

SUMMARIZE CITIZEN PARTICIPATION PROCESS AND HOW IT IMPACTED GOAL-SETTING

An important component of the research process for this Consolidated Plan involved gathering input from residents and stakeholders regarding housing and community development conditions, needs, and opportunities in Woodland. The project team used a variety of approaches to achieve meaningful community engagement with residents and other stakeholders, including community workshops, a stakeholder/service provider questionnaire, resident focus groups, pop-up events, and a community-wide survey.

Community Meetings

The City of Woodland hosted one in-person and one virtual community meeting to understand housing and community development needs and opportunities in the city. Each meeting began with a brief presentation that provided an overview of the Consolidated Plan, the community engagement process, the project website and survey, the project timeline, and the types of analysis to be included in the study. The presentations were followed by interactive discussions of community need, fair housing, and access to opportunity. One meeting was held virtually via Zoom—residents could join online or by phone—and one was held in-person in the Woodland City Council Chambers. A total of one participant joined a community workshop.

Stakeholder/Service Provider Questionnaire

The planning team also engaged with stakeholders and service providers representing a variety of perspectives through an open-ended questionnaire. Topics included housing and community development needs, barriers to affordable housing, gaps in the homeless service delivery system, fair housing issues, and opportunities to build on existing successes using CDBG funds. A total of 9 community stakeholders participated in the questionnaire, representing a range of backgrounds and viewpoints.

Focus Groups

In addition to stakeholder consultations, the planning team engaged with residents through focus groups intended to seek the perspective of residents with specialized needs. Five focus groups were held for the following groups:

- Seniors (in-person, no attendees)
- People experiencing homelessness (in-person, 13 attendees)

- People living in supportive housing (in-person, 14 attendees)
- People with severe supportive mental health needs (in-person, 7 attendees)
- People using housing vouchers (virtual, no attendees)

No residents attended the senior citizen focus group or the housing voucher focus group. Focus groups with attendees included an interactive discussion of housing and community development needs, fair housing issues, and access to opportunity.

Community Survey

The fourth method for obtaining community input was a 26-question survey available to the public, including people living or working in the city and other stakeholders. Survey questions focused on housing and community development needs and opportunities, fair housing, and access to opportunity. The survey was available online on the project website and in hard copy in English and Spanish during April and May 2025. Hard copies were distributed at in-person community meetings, and pop-up and focus group participants were directed to the virtual version. A total of 96 survey responses were received.

Pop-Up Events

The planning team and City staff conducted three pop-up engagement activities, during which facilitators engaged with residents informally in community locations. Pop-up engagement is useful for raising awareness of the plan and obtaining input from residents who may not be sufficiently tuned into fair housing issues to attend a meeting on the subject, but who have opinions to share nonetheless. The planning team held two pop-up events, one at the Café Yolo Senior Lunch Program, which engaged 22 people, and one at Hyman Park, which engaged 12 people. Additionally, City staff facilitated a pop-up event via a booth held at Concert on the Court, which engaged 48 people. Each pop-up event used different engagement strategies:

- At the Concert on the Court event, City staff engaged the public in a mock funding activity in which participants were given 5 poker chips in varying denominations and asked to use them to represent how much funding should be given to various housing and community development projects in Woodland.
- At the Senior Lunch event, team members engaged participants in a discussion about senior needs and resources within Woodland.
- At the Hyman Park event, team members engaged the public with a dot-voting exercise about housing & community needs within the City.

Publicity for Community Engagement Activities

Advertisement for the community workshops and survey targeted the general public, as well as nonprofits, service providers, housing providers, and others working with low- and moderate-income households and special needs populations. Public notice of community input opportunities was provided through announcements on the City's website and social media, the project website, newspaper articles and public notices, and e-mails to community stakeholders. A Stakeholder Questionnaire was sent to contacts representing a variety of viewpoints, including elected officials and staff, housing developers,

nonprofit organizations, homeless housing and service providers, mental health service providers, organizations serving people with disabilities, family and senior services, workforce development organizations, and others. Meeting advertisements noted that accommodations (including translation, interpretation, or accessibility needs) were available if needed; no requests for accommodations were received.

CITIZEN PARTICIPATION OUTREACH

TABLE 4 – CITIZEN PARTICIPATION OUTREACH

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received
Community Meetings	Broad community	One participant	None
Focus Groups	Special needs populations	34 participants	• A lack of ADA accessibility measures in both housing and public facilities greatly impacts senior and/or physically disabled residents. • There is a need for more bus stops, especially near places where many senior and/or physically disabled residents live. • Waitlists for housing assistance programs are many years long. • Bike lane, lighting, sidewalk, and other cyclist and pedestrian safety measures would greatly improve accessibility. • All current shelter options for those experiencing homelessness are extremely high barrier, contributing to unsheltered homelessness. • There is a lack of day center resources for homeless residents. • There is a great need for a domestic violence and family shelter. • Alternative housing options like tiny homes and ADUs should be considered as potential housing solutions. • There is a lack of education and awareness around the housing and supportive service needs of residents with non-physical or non-visible disabilities (ex: hearing impairment, autism, developmental delays, etc)

			• There is a severe lack of adequate mental health services that contributes to homelessness. • Most people do not know their fair housing rights or how to enforce them.
Service Provider Survey	Local service providers	TBD	TBD
Community Survey	Broad community	96 participants	• There is a pressing need for improvements in every area of transit accessibility, including more bus stops, pedestrian and cyclist infrastructure, and public transportation improvements. • There are not enough homelessness, mental health, and substance abuse treatment resources available to meet the needs of the community. • The largest barrier that prevents people from accessing existing community resources is an inability to travel to the resource. • The most pressing housing need is making sure landlords keep rental housing in acceptable condition. • There is a significant need for more accessible housing for seniors and/or disabled residents. • It is difficult to find and access information about what resources are available to residents in need of housing or community service assistance. • There is virtually no affordable housing for single adults. • It is difficult to get to the grocery store for residents without vehicles.
Pop-up Events	Broad community	82 participants	• Affordable housing is Woodland's most pressing need. • One of Woodland's best aspects is its strong parks and

		recreation programs, and this area should continue to receive funding and attention. • Children are the community’s future and seniors are the community’s present; therefore, youth and senior programming and resources should be prioritized. • Homelessness is a growing problem in Woodland, and there are not enough resources available. • There should be some attention given to economic development incentives, but these are not nearly as pressing as the need for housing and community services. • There is a significant need for more rental assistance options. • Assistance and resources for renters is a much more pressing issue than assistance and resources for homebuyers.
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NEEDS ASSESSMENT



NA-05 Overview

NEEDS ASSESSMENT OVERVIEW

To inform the development of priorities and goals over the next five years, this section of the Consolidated Plan discusses housing, community development, and economic development needs in the City of Woodland. It relies on data from the U.S. Census, the 2016-2020 5-Year American Community Survey (ACS), and a special tabulation of ACS data known as Comprehensive Housing Affordability Strategy (CHAS) data that estimates the number of households with one or more housing needs. Local data regarding homelessness and assisted housing is included. Finally, public input gathered through focus groups, meetings, and the community survey are coupled with data analysis to identify priority needs related to affordable housing, homelessness, assisted housing, community development, and economic development in Woodland.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

SUMMARY OF HOUSING NEEDS

According to the 2016-2020 5-Year American Community Survey, the City of Woodland is home to 59,760 residents and 20,530 households. The city grew by about 5% since 2009, adding 2,765 residents and 985 households. Median household income in Woodland is estimated at \$71,477, up by about 28% since 2009.

Table 6 segments households by income and household type, including small families (2-4 members), large families (5 or more members), households with seniors, and households with young children. As shown, 9,985 households in Woodland have low or moderate incomes (under 80% of HUD Adjusted Median Family Income (HAMFI)) and together comprise 49% of city households.

For many low- and moderate-income households in Woodland, finding and maintaining suitable housing at an affordable cost is a challenge. Tables 7 through 12 identify housing needs by tenure based on Comprehensive Housing Affordability Strategy (CHAS) data. CHAS data is a special tabulation of the U.S. Census Bureau's American Community Survey (ACS) that is largely not available through standard Census products. This special dataset provides counts of the number of households that fit certain combinations of HUD-specified housing needs, HUD-defined income limits (primarily 30, 50, and 80% of HAMFI), and household types of particular interest to planners and policy makers.

To assess affordability and other types of housing needs, HUD defines four housing problems:

- **Cost burden:** A household has a cost burden if its monthly housing costs (including mortgage payments, property taxes, insurance, and utilities for owners and rent and utilities for renters) exceed 30% of monthly income.
- **Overcrowding:** A household is overcrowded if there is more than 1 person per room, not including kitchens and bathrooms.
- **Lack of complete kitchen facilities:** A household lacks complete kitchen facilities if it lacks one or

more of the following: cooking facilities, refrigerator, or a sink with piped water.

- **Lack of complete plumbing facilities:** A household lacks complete plumbing facilities if it lacks one or more of the following: hot and cold piped water, a flush toilet, or a bathtub or shower.

HUD also defines four severe housing problems, including a severe cost burden (more than 50% of monthly household income is spent on housing costs), severe overcrowding (more than 1.5 people per room, not including kitchens or bathrooms), lack of complete kitchen facilities (as described above), and lack of complete plumbing facilities (as described above).

Overall, the most common housing problem in Woodland is cost burdens, which impact 3,748 renters and 1,498 owners with incomes below 80% HAMFI (52.5% of all households earning below 80% HAMFI). Severe cost burdens affect 1,185 renters and 795 owners with incomes under 80% HAMFI (19.8% of households earning below 80% HAMFI). While the primary housing issue facing low- and moderate-income residents is affordability, there are other housing needs in the county, including lack of complete plumbing and kitchen facilities; overcrowding; lead-based paint hazards; substandard housing; and homelessness. The remainder of this section characterizes local housing needs in more detail. The Market Analysis component of the Consolidated Plan identifies resources available to respond to these needs (public housing, tax credit and other subsidized properties, housing and services for the homeless, and others).

TABLE 5 - HOUSING NEEDS ASSESSMENT DEMOGRAPHICS

Demographics	Base Year: 2009	Most Recent Year: 2020	% Change
Population	56,995	59,760	5%
Households	19,545	20,530	5%
Median Income	\$55,893.00	\$71,477.00	28%
<i>Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)</i>			

NUMBER OF HOUSEHOLDS TABLE

TABLE 6 - TOTAL HOUSEHOLDS TABLE

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80- 100% HAMFI	>100% HAMFI
Total Households	2,700	2,950	4,335	2,050	8,490
Small Family Households	805	1,365	2,245	1,020	4,710
Large Family Households	230	430	495	175	990
Household contains at least one person 62-74 years of age	740	545	900	410	2,070
Household contains at least one person age 75 or older	325	425	535	225	610
Households with one or more children 6 years old or younger	405	900	1,075	405	895
<i>Data Source: 2016-2020 CHAS</i>					

HOUSING NEEDS SUMMARY TABLES

1. Housing Problems (Households with one of the listed needs)

TABLE 7 – HOUSING PROBLEMS TABLE

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0- 30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total

NUMBER OF HOUSEHOLDS

Substandard Housing - Lacking complete plumbing or kitchen facilities	150	200	35	0	385	20	0	0	0	20
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	45	70	75	10	200	20	30	4	0	54
Overcrowded - With	135	175	190	4	504	30	15	35	10	90

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
1.01-1.5 people per room (and none of the above problems)										
Housing cost burden greater than 50% of income (and none of the above problems)	1,125	300	140	0	1,565	360	300	175	45	880
Housing cost burden greater than 30% of income (and none of the above problems)	270	825	550	80	1,725	70	125	425	330	950
Zero/negative Income (and none of the above problems)	85	0	0	0	85	0	0	0	0	0
Data Source: 2016-2020 CHAS										

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

TABLE 8 – HOUSING PROBLEMS 2

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	1,460	750	445	20	2,675	430	345	215	55	1,045
Having none of four housing problems	635	1,310	2,010	955	4,910	175	550	1,670	1,025	3,420
Household has	0	0	0	0	0	0	0	0	0	0

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
negative income, but none of the other housing problems										
Data Source: 2016-2020 CHAS										

3. Cost Burden > 30%

TABLE 9 – COST BURDEN > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	545	780	375	1,700	150	170	280	600
Large Related	195	160	4	359	15	105	65	185
Elderly	335	170	180	685	259	135	145	539
Other	585	265	154	1,004	45	24	105	174
Total need by income	1,660	1,375	713	3,748	469	434	595	1,498
Data Source: 2016-2020 CHAS								

4. Cost Burden > 50%

TABLE 10 – COST BURDEN > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	160	160	120	140	0	260

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Large Related	0	0	10	10	15	55	10	80
Elderly	195	80	130	405	235	95	95	425
Other	0	500	110	610	30	0	0	30
Total need by income	195	580	410	1,185	400	290	105	795
Data Source: 2016-2020 CHAS								

5. Crowding (More than one person per room)

TABLE 11 – CROWDING INFORMATION – 1/2

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	180	320	190	14	704	30	24	4	10	68
Multiple, unrelated family households	0	20	30	0	50	20	10	35	0	65
Other, non-family households	0	0	45	0	45	0	10	0	0	10
Total need by income	180	340	265	14	799	50	44	39	10	143
Data Source: 2016-2020 CHAS										

TABLE 12 – CROWDING INFORMATION – 2/2

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	Data not available							

DESCRIBE THE NUMBER AND TYPE OF SINGLE PERSON HOUSEHOLDS IN NEED OF HOUSING ASSISTANCE.

Estimates of the number of non-elderly single persons in need of housing assistance are included in the “other, non-family” category of Table 9 and Table 10. This category includes multi-person households whose members are unrelated (e.g., roommates, unmarried partners, etc.). There are an estimated 1,178 single-person or multi-person unrelated households with incomes under 80% HAMFI who spend more than 30% of their income on housing. Single-person and multi-person unrelated households comprise 22.5% of all households with cost burdens. The majority (71%) are renters and the remaining 29% are homeowners.

Severe cost burdens impact 640 “other, non-family” households with incomes under 80% HAMFI, the vast majority (95%) of whom are renters. Single-person and multi-person unrelated households comprise 32% of all households with severe cost burdens.

Table 11 provides data for “other” household types which indicate that these households are significantly less likely to experience overcrowding than single-family households or multiple, unrelated family households.

ESTIMATE THE NUMBER AND TYPE OF FAMILIES IN NEED OF HOUSING ASSISTANCE WHO ARE DISABLED OR VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING.

People with Disabilities

CHAS data provides estimates of housing need for Woodland households in which one or more residents have a disability. Housing needs by disability type for households with incomes under 80% HAMFI are outlined below:

- Hearing or vision impairment: There are an estimated 1,100 low- or moderate-income households with one or more housing problems (cost burden, overcrowding, lack of complete kitchen or plumbing facilities) where a household member has hearing or vision impairments.
- Ambulatory limitation: There are an estimated 1,285 low- or moderate-income households with housing problems where a household member has an ambulatory impairment.
- Cognitive limitation: There are an estimated 935 low- or moderate-income households with a housing need and a household member with a cognitive limitation.
- Self-care or independent living limitation: There are an estimated 1,210 low- or moderate-income households with a housing need and a household member who has a self-care or independent living limitation.

Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking

According to data from the National Intimate Partner and Sexual Violence Survey conducted by the Centers for Disease Control and Prevention (CDC)’s National Center for Injury Prevention and Control, about 58% of women and 30.5% of men in California have experienced any contact sexual violence, physical violence, or stalking by an intimate partner in their lifetimes.¹ Applying these figures to Woodland’s latest population figures results in estimates that about 17,756 women and 9,345 men in Woodland have experienced any intimate partner violence in their lifetimes.

WHAT ARE THE MOST COMMON HOUSING PROBLEMS?

¹ World Population Review, “Domestic Violence by State 2025,” <https://worldpopulationreview.com/state-rankings/domestic-violence-by-state>

CHAS data indicates that the most common housing problem in Woodland regardless of tenure is unaffordable housing costs. More than half (53%) of low- and moderate-income households (incomes under 80% HAMFI) in Woodland experience cost burdens, and for 20% this cost burden is severe. Renter households are generally more likely to experience cost burdens than owners.

While the most common housing problem is affordability, about 4% of all households with incomes under 80% HAMFI experience substandard housing (i.e., lack of complete plumbing or kitchen facilities) and 8% experience overcrowding. Community members also noted both overcrowding and substandard housing as housing issues in Woodland, in addition to issues related to housing affordability.

ARE ANY POPULATIONS/HOUSEHOLD TYPES MORE AFFECTED THAN OTHERS BY THESE PROBLEMS?

Renter households are disproportionately affected by housing problems compared to owner households. Generally, lower income households are also more likely to experience one of the housing problems tracked by HUD. Table 7 indicates that renters with incomes less than 80% HAMFI comprise about 68% of households experiencing one or more housing problems, while renters make up 47% of households citywide. Severest need occurs for households with incomes under 30% HAMFI, of whom 86% have one or more housing problems. In comparison, 69% of households with incomes from 30% to 50% HAMFI and 38% of households with incomes from 50% to 80% HAMFI have one or more housing problems. The next section examines housing needs in more detail by looking at the incidence of housing problems by race and ethnicity.

DESCRIBE THE CHARACTERISTICS AND NEEDS OF LOW-INCOME INDIVIDUALS AND FAMILIES WITH CHILDREN (ESPECIALLY EXTREMELY LOW-INCOME) WHO ARE CURRENTLY HOUSED BUT ARE AT IMMINENT RISK OF EITHER RESIDING IN SHELTERS OR BECOMING UNSHELTERED 91.205(C)/91.305(C)). ALSO DISCUSS THE NEEDS OF FORMERLY HOMELESS FAMILIES AND INDIVIDUALS WHO ARE RECEIVING RAPID RE-HOUSING ASSISTANCE AND ARE NEARING THE TERMINATION OF THAT ASSISTANCE

Individuals with an imminent risk of residing in shelters or becoming unsheltered typically have a combination of financial factors present in their lives: lack of living wage jobs, rents that are more than 30% or 50% of their incomes, and unaffordable childcare, medical, or transportation costs. In addition to these factors, individuals at risk of homelessness may have additional issues present such as family conflicts, domestic violence, housing with code or safety violations, household members with a disability, criminal histories, histories of mental health issues or substance abuse, difficulty navigating systems to access public benefits or community services, temporary housing situations (couch surfing or doubling up), and prior experiences with homelessness.

For formerly homeless families and individuals nearing the termination of assistance, a top need is to secure safe, affordable permanent housing. Other needs may include access to job training, employment

and education programs, including supportive employment agencies; access to Social Security disability and other benefits; linkages to health, mental health, and legal services; access to affordable transportation, childcare, and food; and other case management and supportive services.

IF A JURISDICTION PROVIDES ESTIMATES OF THE AT-RISK POPULATION(S), IT SHOULD ALSO INCLUDE A DESCRIPTION OF THE OPERATIONAL DEFINITION OF THE AT-RISK GROUP AND THE METHODOLOGY USED TO GENERATE THE ESTIMATES:

The City of Woodland does not develop local estimates of the number of households or individuals at-risk of homelessness. However, the California Department of Housing and Community Development (CA HCD) provides the HUD definition of “at risk of homelessness,” as follows:

- I. Their income must be less than 30% of the area median income (AMI);
- II. They do not have sufficient resources or support networks (e.g. family, friends, faith based or other social networks) to prevent them from moving into an emergency shelter or another location described in Section II.B.1 of this Policy;
- III. They meet at least one of the additional criteria below:
 - a. They have moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
 - b. They are living in the home of another because of economic hardship;
 - c. They have been notified in writing that their right to occupy their current housing or living situation will be terminated within 24 days after the date of their application for assistance;
 - d. They live in a hotel or motel and the cost of that hotel or motel stay is paid for by an entity other than a charitable organization or a federal, state, or local government program for low-income individuals;
 - e. They live in a single-room occupancy or efficiency apartment unit in which there reside more than two people; or, they live in a larger housing unit in which there reside more than 1.5 people per room as defined by the U.S. Census Bureau;
 - f. They are exiting a publicly funded institution, or system of care (such as a health care facility, a mental health facility, a foster care or other youth facility, or corrections program or institution); or
 - g. They otherwise live in housing that has characteristics associated with instability and an increased risk of homelessness as identified in CA HCD’s approved consolidated plan.²

² California Department of Housing and Community Development (CA HCD). “Homelessness Eligibility and Documentation Policy,” May 11, 2022. <https://www.hcd.ca.gov/docs/grants-and-funding/ca-hcd-esg-homelessness-eligibility-policy-508c.pdf>

SPECIFY PARTICULAR HOUSING CHARACTERISTICS THAT HAVE BEEN LINKED WITH INSTABILITY AND AN INCREASED RISK OF HOMELESSNESS

The most fundamental risk factor for homelessness is extreme poverty, leading to unaffordable rents or homeowner costs. Renters with incomes under 30% HAMFI and housing cost burdens over 50% are most at risk of homelessness, especially if they experience a destabilizing event such as a job loss, reduction in work hours, or medical emergency/condition. Such factors may also put low-income homeowners at risk of foreclosure and subsequent homelessness.

DISCUSSION

N/A

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

INTRODUCTION

This section assesses the housing needs of racial and ethnic groups at various income levels in comparison to overall need by income level to identify any disproportionately greater needs. According to HUD, a disproportionately greater need exists when members of a racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level as a whole. Table 13 through Table 16 identify the number of households experiencing one or more of the four housing problems by household race, ethnicity, and income level. The four housing problems include: (1) cost burden (paying more than 30% of income for housing costs); (2) overcrowding (more than 1 person per room); (3) lacking complete kitchen facilities; and (4) lacking complete plumbing facilities.

The latest income classifications include:

- Extremely low income – up to 30% of the area median income (AMI) or \$37,750 for a family of four in the Yolo County, CA Metro Fair Market Rent (FMR) Area;
- Very low income – between 30% and 50% AMI or \$37,751 to \$62,950 for a family of four in the Yolo County, CA Metro FMR Area;
- Low income – between 50% and 80% AMI or \$62,951 to \$100,700 for a family of four in the Yolo County, CA Metro FMR Area; and
- Moderate income – between 80 and 100% AMI or \$100,701 to \$135,900 for a family of four in the Yolo County, CA Metro FMR Area

0%-30% OF AREA MEDIAN INCOME

TABLE 13 - DISPROPORTIONALLY GREATER NEED 0 - 30% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,230	475	0
White	900	160	0
Black / African American	105	0	0
Asian	165	34	0
American Indian, Alaska Native	25	4	0
Pacific Islander	0	0	0
Hispanic	1,030	214	0
<i>Data Source: 2016-2020 CHAS</i>			

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% OF AREA MEDIAN INCOME

TABLE 14 - DISPROPORTIONALLY GREATER NEED 30 - 50% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,045	910	0
White	680	280	0
Black / African American	4	0	0
Asian	105	35	0
American Indian, Alaska Native	15	0	0
Pacific Islander	0	0	0
Hispanic	1,230	585	0
<i>Data Source: 2016-2020 CHAS</i>			

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% OF AREA MEDIAN INCOME

TABLE 15 - DISPROPORTIONALLY GREATER NEED 50 - 80% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,635	2,705	0
White	550	1,175	0
Black / African American	0	0	0
Asian	80	35	0
American Indian, Alaska Native	30	10	0
Pacific Islander	50	0	0
Hispanic	910	1,470	0
<i>Data Source: 2016-2020 CHAS</i>			

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% OF AREA MEDIAN INCOME

TABLE 16 - DISPROPORTIONALLY GREATER NEED 80 - 100% AMI

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	480	1,570	0
White	205	830	0
Black / African American	0	14	0
Asian	4	170	0
American Indian, Alaska Native	0	15	0
Pacific Islander	0	0	0
Hispanic	265	495	0

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
<i>Data Source: 2016-2020 CHAS</i>			

*The four housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

DISCUSSION

Housing needs are most likely to impact the lowest income households. For households with incomes under 30% of the Area Median Income (AMI), more than four-fifths (82%) of households have a housing problem. Housing needs also impact 69% of households in the next income band (i.e., very low-income households, or those with incomes from 30% to 50% AMI). At low incomes (50% to 80% AMI) about 38% of households have one or more housing needs, and at moderate incomes (80% to 100% AMI) about 23% are impacted by housing needs. Disproportionate housing needs impact Black or African American, American Indian or Alaska Native, Asian, Pacific Islander, and Hispanic or Latino households at various income levels, as described below.

Extremely Low Incomes

Overall, 82% of extremely low-income households have a housing problem. Black or African American have a disproportionate need: all 105 Black households in this income band have a housing problem (100%). No other group shows a disproportionate need.

Very Low Incomes

Overall, 69% of very low-income households have a housing problem. Again, Black households in this income bracket experience disproportionate need, with 100% of very low-income households experiencing at least one housing problem. Additionally, all very low-income American Indian and Alaska Native households have a housing problem as well. However, total numbers are low for each group, with 4 Black households and 15 American Indian households earning between 30% and 50% AMI.

Low Incomes

Overall, 38% of low-income households have a housing problem. Three racial or ethnic groups have disproportionate housing needs at this income level: 70% of Asian households (80 households with a housing problem out of 115); 75% of American Indian and Alaska Native households (30 households out of 40); and 100% of Pacific Islander households (50 households).

Moderate Incomes

Overall, 23% of moderate-income households have a housing problem. At this income level, Hispanic or Latino exhibit disproportionate need, with 35% experiencing a housing problem (265 households out of 760 total).

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

INTRODUCTION

This section assesses the severe housing needs of racial and ethnic groups at various income levels in comparison to overall severe need by income level to identify any disproportionately greater needs. According to HUD, a disproportionately greater need exists when members of a racial or ethnic group at a given income level experience housing problems at a greater rate (10 percentage points or more) than the income level as a whole. Table 17 through Table 20 identify the number of households experiencing one or more of the four severe housing problems by household race, ethnicity, and income level. The four severe housing problems include: (1) severe cost burdens (paying more than 50% of income for housing costs); (2) severe overcrowding (more than 1.5 people per room); (3) lacking complete kitchen facilities; and (4) lacking complete plumbing facilities.

The latest income classifications include:

- Extremely low income – up to 30% of the area median income (AMI) or \$37,750 for a family of four in the Yolo County, CA Metro Fair Market Rent (FMR) Area;
- Very low income – between 30% and 50% AMI or \$37,751 to \$62,950 for a family of four in the Yolo County, CA Metro FMR Area;
- Low income – between 50% and 80% AMI or \$62,951 to \$100,700 for a family of four in the Yolo County, CA Metro FMR Area; and
- Moderate income – between 80 and 100% AMI or \$100,701 to \$135,900 for a family of four in the Yolo County, CA Metro FMR Area

0%-30% OF AREA MEDIAN INCOME

TABLE 17 – SEVERE HOUSING PROBLEMS 0 - 30% AMI

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,890	810	0
White	710	355	0
Black / African American	105	0	0
Asian	165	34	0
American Indian, Alaska Native	25	4	0
Pacific Islander	0	0	0
Hispanic	885	365	0
<i>Data Source: 2016-2020 CHAS</i>			

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% OF AREA MEDIAN INCOME

TABLE 18 – SEVERE HOUSING PROBLEMS 30 - 50% AMI

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,095	1,860	0
White	425	540	0
Black / African American	4	0	0
Asian	60	80	0
American Indian, Alaska Native	0	15	0
Pacific Islander	0	0	0
Hispanic	595	1,220	0

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
<i>Data Source: 2016-2020 CHAS</i>			

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% OF AREA MEDIAN INCOME

TABLE 19 – SEVERE HOUSING PROBLEMS 50 - 80% AMI

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	660	3,680	0
White	175	1,545	0
Black / African American	0	0	0
Asian	8	105	0
American Indian, Alaska Native	20	20	0
Pacific Islander	25	25	0
Hispanic	425	1,960	0
<i>Data Source: 2016-2020 CHAS</i>			

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% OF AREA MEDIAN INCOME

TABLE 20 – SEVERE HOUSING PROBLEMS 80 - 100% AMI

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	75	1,980	0
White	25	1,010	0
Black / African American	0	14	0
Asian	0	175	0
American Indian, Alaska Native	0	15	0
Pacific Islander	0	0	0
Hispanic	50	710	0
<i>Data Source: 2016-2020 CHAS</i>			

*The four severe housing problems are: 1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

DISCUSSION

Severe housing needs are most likely to impact the lowest income households. For households with incomes under 30% of Area Median Income (AMI), 70% of households have a severe housing problem. Thirty-seven percent (37%) of very low-income households (30% to 50% AMI) have a severe housing problem, as do 15% of low-income households (50% to 80% AMI) and 4% of moderate-income households (80% to 100% AMI). Disproportionate severe housing needs impact Black or African American, Hispanic or Latino and American Indian and Alaska Native households at various incomes, as described below.

Extremely Low Incomes

Overall, 70% of extremely low-income households have a severe housing problem. Three groups have disproportionately high levels of need at this income level: 100% Black or African American households (all 165 households); 83% of Asian households (165 of 199 households); and 86% of American Indian and Alaska Native households experience at least one severe housing problems (25 of 29 households).

Very Low Incomes

Overall, over one-third (37%) of very low-income households have a severe housing problem. Again, Black or African American households have a disproportionate need, with all 4 households in this income band having a severe housing problem (100%). No other group shows a disproportionate need.

Low Incomes

Overall, about 15% of low-income households have a severe housing problem. At this income level, two groups have disproportionate levels of severe housing problems: half (50%) of both American Indian and Alaska Native households (20 of 40 households) and Pacific Islander households (25 of 50 households) experience at least one severe housing problem.

Moderate Incomes

Only 4% of moderate-income households have a severe housing problem, with no racial or ethnic group experiencing a disproportionate need.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

INTRODUCTION:

This section assesses the need of any racial or ethnic group that has disproportionately greater levels of cost burdens or severe cost burdens in comparison to the county overall. While the preceding sections assessed all housing and severe housing problems, Table 21 focuses only on the share of their income households spend on housing. Data is broken down into groups spending less than 30% of their income on housing costs, those paying between 30% and 50% (i.e., with a cost burden), and those paying over 50% (i.e., with a severe cost burden). The final column, “no/negative income,” identifies households without an income, from whom housing as a share of income cannot be calculated. No racial or ethnic group has more than 2% of households with no or negative income.

HOUSING COST BURDEN

TABLE 21 – GREATER NEED: HOUSING COST BURDENS AMI

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	14,090	3,600	2,724	115
White	6,860	1,465	1,175	45
Black / African American	70	20	90	0
Asian	1,125	165	210	4
American Indian, Alaska Native	55	25	40	0
Pacific Islander	0	25	25	0
Hispanic	5,650	1,790	1,180	30
<i>Data Source: 2016-2020 CHAS</i>				

DISCUSSION:

Table 21 shows that approximately 31% of all households in Woodland are considered cost burdened or severely cost burdened. Pacific Islander households are the most likely to spend more than 30% of income on housing costs (100% of the 50 Pacific Islander households in Woodland are cost burdened or severely cost burdened), followed by 61% of Black or African American households, and 54% of American Indian and Alaska Native households. All three of these groups exhibit disproportionate cost burdens relative to Woodland overall.

Looking at severe cost burdens (i.e., households spending more than 50% of their income on housing), 13% of all households in the City of Woodland are impacted. White, Asian, and Hispanic or Latino households exhibit rates of severe cost burden similar to that of the city overall, while the same three groups mentioned in the prior paragraph also exhibit disproportionate rates of severe cost burdens: Black or African American households (50% with severe cost burdens), American Indian and Alaska Native households (33%), and Pacific Islander households (50%).

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

ARE THERE ANY INCOME CATEGORIES IN WHICH A RACIAL OR ETHNIC GROUP HAS DISPROPORTIONATELY GREATER NEED THAN THE NEEDS OF THAT INCOME CATEGORY AS A WHOLE?

There are several income categories in which a racial or ethnic group has a disproportionately greater need than the needs of the income category as a whole, summarized below.

Extremely Low Incomes (Under 30% AMI)

- At extremely low incomes, 82% of all households have a housing problem and 70% have a severe housing problem.
- Black or African American households have disproportionate housing needs and severe housing needs. All (100%) of the 105 Black households in this income band have a severe housing problem.
- Asian households have disproportionate severe housing needs at this income level, with 83% experiencing a severe housing problem.
- American Indian and Alaska Native households have disproportionate severe housing needs at this income level. Of the 29 American Indian and Alaska Native households in this income band, 86% have a severe housing problem.

Very Low incomes (30% to 50% AMI)

- At low incomes, 69% of all households have a housing problem and 37% have a severe housing problem.
- Again, Black or African American households have disproportionate housing needs and severe housing needs. All (100%) of the 4 Black households in this income band have a severe housing problem.
- American Indian and Alaska Native households have disproportionate housing needs. All (100%) of the 15 American Indian and Alaska Native households in this income band have a housing problem.

Low Incomes (50% to 80% AMI)

- At low incomes, 38% of all households have a housing problem and 15% have a severe housing problem.
- Asian households have disproportionate housing needs at this income level, with 70% experiencing a housing problem.
- American Indian and Alaska Native households have disproportionate housing needs and severe housing needs. Of the 40 American Indian and Alaska Native households, 75% have a housing problem and 50% have a severe housing problem.

- Pacific Islander households also have disproportionate housing needs and severe housing needs. All (100%) of the 50 low-income Pacific Islander households have a housing problem, while half (50%) have a severe housing problem.

Moderate Incomes (80% to 100%)

At moderate incomes, 23% of all households have a housing problem and 4% have a severe housing problem. No racial or ethnic group has a disproportionate need in this income band.

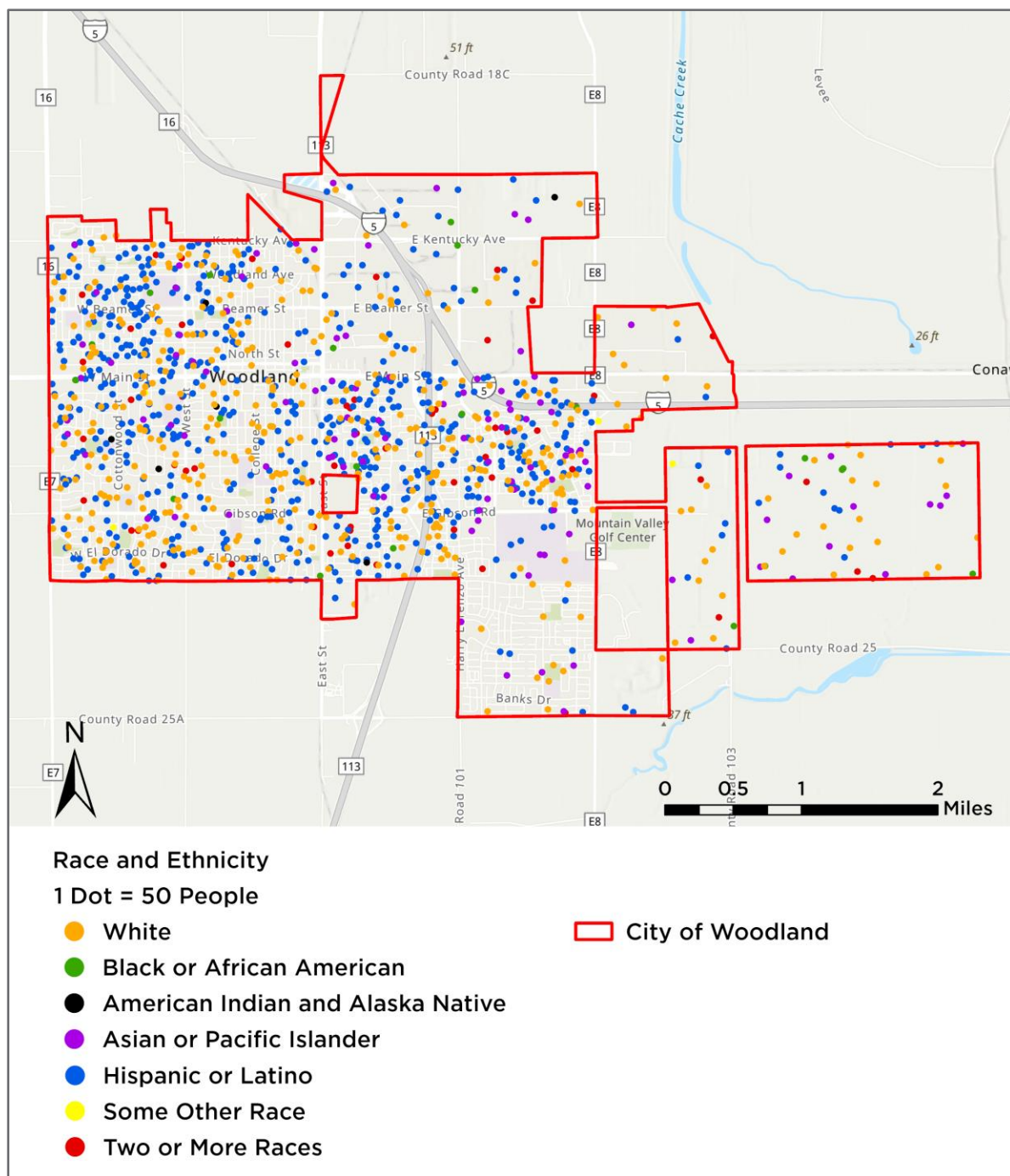
IF THEY HAVE NEEDS NOT IDENTIFIED ABOVE, WHAT ARE THOSE NEEDS?

Community input gathered from stakeholders and other community members identified housing needs within Woodland, particularly among elderly, disabled, and low-income households. Overall, participants in community meetings, focus groups, and the community survey consistently noted a high need for more affordable housing for households at a range of income levels. In addition to high housing costs, survey respondents identified discrimination by landlords or rental agents, a lack of ADA accessible units, and landlords refusing to accept Section 8 vouchers as barriers to accessing housing. Additionally, community members identified a high need to help property management companies/landlords maintain safe, quality conditions of rental housing.

ARE ANY OF THOSE RACIAL OR ETHNIC GROUPS LOCATED IN SPECIFIC AREAS OR NEIGHBORHOODS IN YOUR COMMUNITY?

Based on a dot density map by race/ethnicity (Figure 1), there is no notable geographic concentration of any one racial or ethnic group in the City of Woodland, which is predominantly Hispanic/Latino (49.7% based on 2019-2023 ACS estimates).

FIGURE 1. RACE AND ETHNICITY IN WOODLAND



Data Source: 2019-2023 ACS

NA-35 Public Housing – 91.205(b)

INTRODUCTION

Publicly supported housing options for low-income residents living in Woodland is managed by the Yolo County Housing Authority. According to PIC data from the PIH Information Center depicted in Table 22, there are 422 public housing units, 38 Project-Based Section 8 units, and 1,260 tenant-based Housing Choice Vouchers in use, for a total of 1,723 assisted households within Yolo County. Additional data specific to the City of Woodland, HUD's 2024 A Picture of Subsidized Housing data, shows that Woodland has a total of 122 public housing units, 460 tenant-based Housing Choice Vouchers, 243 Project-Based Section 8 units, and 14 Section 811 units for a total of 839 total households assisted. According to APSH data, the total capacity of assisted housing in Woodland in 2024 was 987, for an overall utilization rate of 85%.

Additional PIC data, displayed in Tables 23-25, displays demographic information of households assisted by the Yolo County Housing Authority. Average annual income of assisted households ranges from \$13,962 to \$16,954 per year, with an average length of stay ranging from one year for Project-Based Section 8 households to 7-8 years for public housing and HCV households. A total of 555 assisted households have one or more elderly family members, while 496 households have one or more members with a disability. All assisted households requested accessibility features, indicating a substantial need for increased housing opportunities for disabled residents.

About 8.5% of assisted household residents are Black, 4.4% are Asian, 1.9% are Native American, and 0.8% are Pacific Islanders. In comparison, Black residents make up about 3.7% of Woodland's total population, Asian residents 9.9%, Native American residents 3.4%, and Pacific Islander residents 1.1%. This indicates that Black residents are overrepresented among assisted households, while Pacific Islander residents are about equally represented, Native American residents are somewhat underrepresented, and Asian residents are significantly underrepresented.

Around two-thirds of public housing residents are Hispanic or Latino, while just under one-quarter of voucher households are Hispanic or Latino. This discrepancy is unusual and may indicate a language barrier for Spanish-speaking residents in utilizing Housing Choice Vouchers, which require the voucher holder to work with an independent landlord. About half of Woodland's total population is Hispanic or Latino, meaning that residents in this group are overrepresented in public housing and underrepresented in voucher housing.

TOTALS IN USE

TABLE 22 - PUBLIC HOUSING BY PROGRAM TYPE

Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	422	1,301	38	1,260	0	0	0
Data Source: PIC (PIH Information Center)									

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

CHARACTERISTICS OF RESIDENTS

TABLE 23 – CHARACTERISTICS OF PUBLIC HOUSING RESIDENTS BY PROGRAM TYPE

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	16,594	14,032	14,250	13,962	0	0
Average length of stay	0	0	8	7	1	7	0	0
Average Household size	0	0	2	2	1	2	0	0
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	120	435	34	401	0	0
# of Disabled Families	0	0	78	418	4	413	0	0
# of Families requesting accessibility features	0	0	422	1,301	38	1,260	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

RACE OF RESIDENTS

TABLE 24 – RACE OF PUBLIC HOUSING RESIDENTS BY PROGRAM TYPE

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	391	1,063	34	1,028	0	0	0
Black/African American	0	0	12	135	2	131	0	0	0
Asian	0	0	12	63	2	61	0	0	0
American Indian/Alaska Native	0	0	3	30	0	30	0	0	0
Pacific Islander	0	0	4	10	0	10	0	0	0
Other	0	0	0	0	0	0	0	0	0
Data Source: PIC (PIH Information Center)									

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

ETHNICITY OF RESIDENTS

TABLE 25 – ETHNICITY OF PUBLIC HOUSING RESIDENTS BY PROGRAM TYPE

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	276	317	7	310	0	0	0
Not Hispanic	0	0	146	984	31	950	0	0	0
Data Source: PIC (PIH Information Center)									

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

SECTION 504 NEEDS ASSESSMENT: DESCRIBE THE NEEDS OF PUBLIC HOUSING TENANTS AND APPLICANTS ON THE WAITING LIST FOR ACCESSIBLE UNITS:

As depicted above, just over one-quarter of assisted households have at least one family member with a disability; however, every assisted household is reported to have requested accessibility accommodations, indicating a large unmet need for accessible units. A 2022 research study conducted by the Joint Center for Housing Studies of Harvard University shows needs for accessible units most often include entrance requirements (ground floor entry or wider entryways) and bedroom, bathroom, and kitchen accommodations³.

MOST IMMEDIATE NEEDS OF RESIDENTS OF PUBLIC HOUSING AND HOUSING CHOICE VOUCHER HOLDERS

APSH data indicates that the average wait time for Housing Choice Vouchers in Woodland was 15 months, or a little over a year, while average wait times for public housing units were 111 months, or nearly 10 years. Wait times were not available for Project-Based Section 8 or Section 811 units. Long wait times for public housing, in combination with a 92% occupancy rate, indicate a significant need for expanded public housing offerings. HCV wait times, while significantly shorter than those for public housing, are still noteworthy in combination with a utilization rate of only 76%. This long wait time with a relatively low utilization rate may indicate that residents face barriers when attempting to utilize their vouchers. Such barriers may include discrimination from landlords, a lack of rental housing availability, or an inability to find a rental unit suited to the household's specific needs. Overall, this data indicates that the most immediate needs of assisted households are simply increased access to assisted units.

HOW DO THESE NEEDS COMPARE TO THE HOUSING NEEDS OF THE POPULATION AT LARGE?

The needs of public housing residents and voucher holders are different from those of the City's overall low- and moderate-income population primarily in that these residents are stably housed in housing they can afford. With this need met, residents can work on other needs that low- to moderate-income families typically face in addition to housing insecurity, such as finding or maintaining stable employment and accessing transportation, food, schools, and other resources.

³ <https://www.jchs.harvard.edu/research-areas/working-papers/how-well-does-housing-stock-meet-accessibility-needs-analysis-2019>

NA-40 Homeless Needs Assessment – 91.205(c)

INTRODUCTION:

This section discusses the size and characteristics of the population experiencing homelessness in Woodland, which falls under the Davis/Woodland/Yolo County Continuum of Care (CA-521), also known as the Yolo County Homeless and Poverty Action Coalition (HPAC). Each year, the Continuum of Care directs a Point-in-Time (PIT) count of people experiencing homelessness throughout the region on one night in January. This count is submitted to HUD for the entirety of the continuum’s jurisdiction; however, the HPAC also self-publishes data on homelessness by sub-jurisdiction, including for the City of Woodland. This self-published data is used in the tables below⁴.

IF DATA IS NOT AVAILABLE FOR THE CATEGORIES "NUMBER OF PERSONS BECOMING AND EXITING HOMELESSNESS EACH YEAR," AND "NUMBER OF DAYS THAT PERSONS EXPERIENCE HOMELESSNESS," DESCRIBE THESE CATEGORIES FOR EACH HOMELESS POPULATION TYPE (INCLUDING CHRONICALLY HOMELESS INDIVIDUALS AND FAMILIES, FAMILIES WITH CHILDREN, VETERANS AND THEIR FAMILIES, AND UNACCOMPANIED YOUTH):

The tables below depict homelessness as assessed by the 2024 Point-In-Time count for the City of Woodland via the HPAC CoC. According to this count there were 416 people in Woodland experiencing homelessness in January 2024. In the overall CoC jurisdiction, there were 942 people experiencing homelessness in 2024, a 28% increase from the previous year and a 47% increase since January 2020, just before the COVID-19 pandemic.

Of the 416 homeless residents within Woodland, 218, or 52%, were considered chronically homeless. HUD defines chronic homelessness in the following way⁵:

- A homeless individual with a disability as defined in section 401(9) of the McKinney-Vento Assistance Act (42 U.S.C. 11360(9)), who:

⁴<https://img1.wsimg.com/blobby/go/eebb32cf-4766-4ca1-a7d2-faa77bfb49e1/downloads/b90191ef-27ad-4a1f-8cc9-6f944dd5d6e5/Woodland%202024%20Yolo%20County%20Homeless%20Count%20Repor.pdf?ver=1742322155260>

⁵ <https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-esg-homeless-eligibility/definition-of-chronic-homelessness/>

*A “break” in homeless is considered to be 7 or more nights.

**An individual residing in an institutional care facility does not constitute a break in homelessness.

- Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter, and
- Has been homeless and living as described for at least 12 months* or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described, or
- An individual who has been residing in an institutional care facility for less, including jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria of this definition before entering that facility**; or

A family with an adult head of household (or, if there is no adult in the family, a minor head of household) who meets all of the criteria of this definition, including a family whose composition has fluctuated while the head of household has been homeless.

The count also identified 45 children under age 18 who were homeless; 8 youth aged 18-24; 90 homeless survivors of domestic violence; 16 homeless veterans; 122 homeless people with a severe mental illness; and 149 people with chronic substance abuse problems. (Note that some people may be counted in multiple categories – for example, a person may fall into both the severe mental illness and chronic substance abuse categories). Data on average number of days people experienced homelessness was not available.

**TABLE 26. SHELTERED AND UNSHELTERED HOMELESS POPULATION BY SUB-GROUP, HPAC
COC 2024 POINT-IN-TIME COUNT⁶**

Sub-Group	Number of people experiencing homelessness on a given night		
	Sheltered	Unsheltered	Total
Persons in households with adults & children	67	2	69
Persons in households with adults only	98	249	347
Accompanied children under 18	44	1	45
Unaccompanied children under 18	0	0	0
Unaccompanied youth aged 18-24	3	5	8
Chronic Substance Abuse	21	128	149
Severely Mentally Ill	33	89	122
Veterans	3	13	16
Domestic violence survivors	17	73	90
Chronically homeless	25	193	218
Total Homeless Persons	165	251	416

⁶https://files.hudexchange.info/reports/published/CoC_PopSub_CoC_CA-521-2024_CA_2024.pdf

ESTIMATE THE NUMBER AND TYPE OF FAMILIES IN NEED OF HOUSING ASSISTANCE FOR FAMILIES WITH CHILDREN AND THE FAMILIES OF VETERANS.

As shown above, the 2024 PIT Count found 45 homeless children, 1 of whom was unsheltered, and 16 homeless veterans, 13 of whom were unsheltered. Relatively low numbers of both households with children and veterans who are homeless indicates that supportive needs for these groups are being somewhat addressed; however, the fact that both groups have unsheltered populations indicates a need to increase shelter options and availability.

DESCRIBE THE NATURE AND EXTENT OF HOMELESSNESS BY RACIAL AND ETHNIC GROUP.

The 2024 Point-in-Time Count provided data on homelessness by racial and ethnic group, as shown in the following table. Of the 415 people found to be homeless in January of 2024, approximately 38.9% were white, 29.3% were Hispanic or Latino, 12.0% were Black, 1.4% were Native American, 1.7% were Asian or Pacific Islander, and 16.6% were of unspecified, multiple, or other races. This data may be compared to the overall racial and ethnic composition of Woodland, which the U.S. Census Bureau reports as 34.8% white, 49.7% Hispanic or Latino, 1.7% Black, 0.5% Native American, 8.5% Asian or Pacific Islander, and 4.7% people of other or multiple races. In comparison to their population share for the City, Black residents are significantly disproportionately more likely to be homeless than residents of other races.

TABLE 27. SHELTERED AND UNSHELTERED HOMELESS POPULATION BY RACE AND ETHNICITY, HPAC COC 2024 POINT-IN-TIME COUNT

Race:	Sheltered:	Unsheltered (optional)	Total
Native American	3	3	6
Asian	1	3	4
Black	25	25	50
Pacific Islander	1	2	3
White	45	117	162
Other/Multiple	31	38	69
Ethnicity:			
Hispanic/Latino	59	63	122
Non-Hispanic/Latino	106	188	294

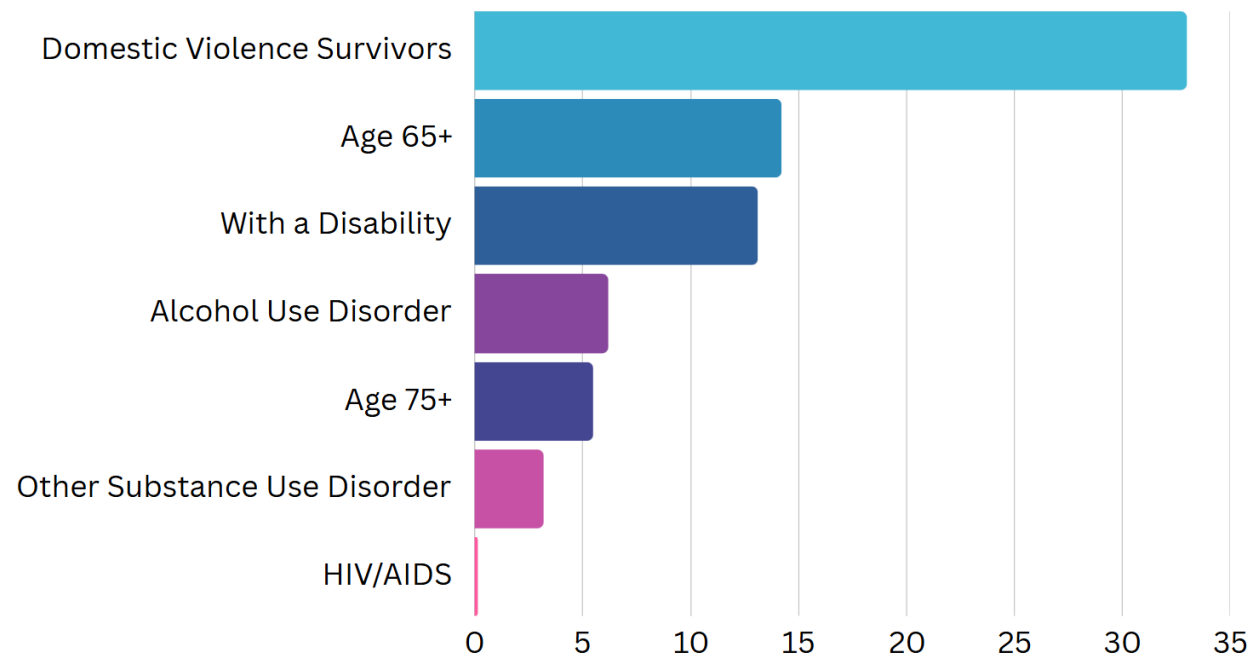
DESCRIBE THE NATURE AND EXTENT OF UNSHELTERED AND SHELTERED HOMELESSNESS.

The 2024 Point-in-Time Count found 165 sheltered and 251 unsheltered homeless individuals as of January 2024, meaning that around 60% of all homeless individuals within Woodland are unsheltered. This rate varies by demographic factors, as depicted above – in particular, data depicts a great need for more shelter for survivors of domestic violence. As a whole, a rapidly growing homeless population that is nearly two-thirds unsheltered indicates a great need for exponentially increased emergency shelter and street outreach efforts.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

INTRODUCTION

This section discusses the characteristics and needs of people in various subpopulations in Woodland who may require supportive services, including people with HIV/AIDS, seniors, people with disabilities (mental, physical, or developmental), people with alcohol or drug addiction, and survivors of domestic violence. The chart below depicts the approximate percentage of Woodland residents in each subpopulation.



Note: a person may be a member of more than one subpopulation – for example, a person may be both age 65+ and have one or more disabilities. Therefore, the total number of Woodland residents with supportive needs is less than the sum of each individual category.

DESCRIBE THE CHARACTERISTICS OF SPECIAL NEEDS POPULATIONS IN YOUR COMMUNITY:

Elderly and frail elderly

According to 2019-2023 American Community Survey estimates, about 14.2% of Woodland's population is elderly (age 65 and over) and about 5.5% of the population is considered frail elderly (age 75 and over)⁷. About 28.2% of Woodland residents aged 65-74 and over and 52.6% of residents aged 75 and over have one or more disabilities⁸.

People with disabilities

An estimated 13.1% of Woodland residents had at least one disability as of 2023⁹. People with disabilities may require specialized housing with accessibility modifications including but not limited to wheelchair ramps, visual rather than auditory doorbells and fire alarms, accessibility modifications in kitchens and bathrooms, and accommodations for live-in caregivers.

People with HIV/AIDS and their families

According to AIDSVu, an interactive mapping tool from Emory University's Rollins School of Public Health, about 350 people in Yolo County were living with HIV as of 2022. Additionally, there were about 13 new diagnoses in 2022, for a new diagnosis rate of about 6 people per 100,000 per year. Approximately 272 of these individuals received treatment for an HIV infection, and approximately 136 people used PrEP, a preventative treatment designed to keep people who are HIV negative from contracting the virus. Data on testing specific to Woodland or Yolo County is unavailable, but in the state of California, only 39.6% of the population has ever been tested for HIV. This means that actual numbers may vary from reported statistics¹⁰.

Persons with alcohol or drug addiction

The region of California including Woodland has an estimated 6.2% rate of alcohol use disorder in the past year for individuals ages 12 and older, according to 2016-2018 data from the U.S. Substance Abuse & Mental Health Data Archive (SAMHDA). About 3% of the region's population was estimated to have used cocaine and 0.2% to have used heroin in the past year, per the 2016-2018 data¹¹. Accounting for 2023 population estimates¹², this equates to approximately 3,798 people with alcohol use disorder, 1,838 people using cocaine, and 123 people using heroin within Woodland.

⁷ 2019-2023 American Community Survey, table S0101

⁸ 2019-2023 American Community Survey, table S1810

⁹ 2019-2023 American Community Survey, table S1810

¹⁰ <https://map.aidsvu.org/nd/county/case/none/none/yolo-county-ca-california?geoContext=national>

¹¹ <https://datatools.samhsa.gov/saes/substate>

¹² 2019-2023 American Community Survey, table S0101

Survivors of domestic violence

The National Coalition Against Domestic Violence estimates that about 35% of women and 31% of men in California have experienced any contact sexual violence, physical violence, or stalking by an intimate partner in their lifetimes. Applying these figures to the Woodland population¹³ results in an estimate that about 10,715 women and 9,499 men in the City have experienced or will experience domestic violence in their lifetime.

WHAT ARE THE HOUSING AND SUPPORTIVE SERVICE NEEDS OF THESE POPULATIONS AND HOW ARE THESE NEEDS DETERMINED?

The primary housing and supportive service needs of these subpopulations (the elderly, persons with disabilities, persons with HIV/AIDS and their families, persons with alcohol or drug addiction, survivors of domestic violence, and reentry populations) were determined by input from housing and service providers and the public through public meetings and stakeholder questionnaire responses, as well as through a review of research on housing and service needs of specific populations.

Housing that is affordable, accessible, safe, and low-barrier

Residents with special needs are more likely to live at or below the federal poverty level than residents without special needs. High housing costs can make it difficult for these populations to afford housing, and low incomes force many residents to live in congregate care, have roommates, or live with family – the 2019 regional Analysis of Impediments to Fair Housing Choice (AI) found that among households where one or more members had a disability, 35% lived in housing that did not meet the needs of the disabled family member and 15% could not afford housing with adequate accessibility features. There is a need to increase the availability of affordable housing for populations with special needs. This could include options such as smaller housing units; multifamily ‘missing middle’ housing, including duplexes, triplexes, quadraplexes, and other small multifamily units; accessory dwelling units; cohousing with shared services; and other housing types that support increased levels of affordability.

Housing may be inaccessible to populations with special needs for a variety of reasons. Persons with disabilities may find that their housing options are not ADA compliant or are outside the service range for public transportation. People living with HIV/AIDS, immigrants and refugees, people with criminal histories, and other populations with special needs are often discriminated against in housing application processes. People living with HIV/AIDS have a particular need for low-barrier housing that is free from requirements surrounding drug testing, sobriety, criminal background, and medical appointments. For these reasons, there is a need to ensure that accessible, low-barrier housing is available and to take actions to reduce discrimination, such as providing fair housing services.

¹³ 2019–2023 American Community Survey, table S0101

The elderly, people with disabilities, and others who may not have access to vehicles often need housing that is disability-accessible and near to transportation, recreation, and employment. Additionally, residents who are unable to live independently due to disability require housing that can accommodate a caregiver or live-in aide. A 2024 report produced by the Yolo County Commission on Aging and Adult Services reported that approximately 410 adults within the County lived full-time with caregivers, and that these individuals were at risk of becoming homeless if a caregiver were to pass away or become otherwise incapacitated¹⁴. This highlights an additional need to ensure that dependent adults within Woodland have access to a supportive service network that can prevent homelessness and loss of care should a caregiver become incapacitated.

These populations need housing options that are integrated into the community to provide access to needed services and to reduce social isolation. Additionally, residents with special needs may be more vulnerable than the general population to detrimental health effects of substandard housing, indicating an even greater than typical need to ensure that housing units are kept clean, safe, and up to code.

Transportation

Access to transportation is an important concern for people with special needs; however, the 2019 regional AI found that transportation offerings within the region were inadequate to meet growing demand and that residents with disabilities were limited in their choice of neighborhood by access to transportation. Seniors and people with disabilities and others who may not have access to vehicles need housing close to transportation services to access employment, health services, and recreation opportunities. Persons with HIV/AIDS need housing nearby transportation services to access health services and other resources. If transit is not within walking distance, special needs populations require accessible, reliable transportation services to provide access to everyday needs. Stakeholders noted a need for improved transit reliability and accessibility, as well as a need for improved pedestrian safety infrastructure.

Specialized housing and services

Specialized housing addresses the needs of specific populations. People with physical, intellectual, or developmental disabilities; people living with HIV/AIDS; and people with alcohol or drug addiction have specific housing needs that may be addressed through housing with wraparound services, such as case management, life skills programming, and health services. The Housing First model, which is recommended by HUD, emphasizes that supportive services should not be required for people to access housing.

¹⁴ <https://www.yolocounty.gov/home/showpublisheddocument/83028/638690792522970000>

Workforce development and employment services

Special needs populations may also need workforce development and employment services. These programs may include employment navigation, job training, education, transportation services, and case management focused on employment, among others. Residents with specialized needs often have less access to such services than residents without – the 2019 regional AI noted that “the low labor force participation rates of residents with disabilities are suggestive of barriers to entering the labor force and high unemployment rates of those in the labor force indicate barriers to securing employment relatively large disparities [in access to economic opportunity] by protected class groups”.

Physical and mental healthcare access

Access to healthcare is a need for special needs populations, as they are more likely to experience barriers such as economic disadvantage; medical issues and disability; language and literacy age; and cultural, geographic, or social isolation. To increase access to healthcare, it is important for local governments and stakeholders to take steps to define, locate, and reach at-risk populations. This need overlaps significantly with the need for transportation, a lack of reliable transportation may lead to residents being unable to access or remain current on healthcare appointments.

Education and combating stigmas

Combating stigmas is an important concern for people with special needs. For adults with criminal histories and people living with HIV/AIDS, discrimination may make accessing adequate housing difficult. Additionally, a lack of understanding regarding the transmission of HIV may cause people to lose housing or employment, thus increasing the risk of homelessness. Residents with physical or mental health disabilities may also face discrimination or stigma when seeking housing or employment – the 2019 regional AI notes that many residents with disabilities who provided feedback noted concerns related to housing discrimination.

Outreach

Outreach to special needs populations to ensure they are aware of available services is another need. Clarity in marketing and in public buildings about what services are available is important in supporting awareness of available services among vulnerable populations. Outreach also includes the development of relationships and trust so that people feel comfortable seeking out needed services.

DISCUSS THE SIZE AND CHARACTERISTICS OF THE POPULATION WITH HIV/AIDS AND THEIR FAMILIES WITHIN THE ELIGIBLE METROPOLITAN STATISTICAL AREA:

Data for HIV/AIDS cases specific to Woodland is unavailable. Because of this, it may be useful to examine County level data. According to AIDSVu, an interactive mapping tool from Emory University’s Rollins School of Public Health, about 350 people in Yolo County were living with HIV as of 2022. Additionally, there were about 13 new diagnoses in 2022, for a new diagnosis rate of about 6 people per 100,000 per year. Approximately 272 of these individuals received treatment for an HIV infection, and approximately 136 people used PrEP, a preventative treatment designed to keep people who are HIV negative from

contracting the virus. Data on testing specific to Woodland or Yolo County is unavailable, but in the state of California, only 39.6% of the population has ever been tested for HIV. This means that actual numbers may vary from reported statistics¹⁵.

NA-50 Non-Housing Community Development Needs – 91.215 (f)

DESCRIBE THE JURISDICTION’S NEED FOR PUBLIC FACILITIES:

Buildings open to the general public or for use by target special needs populations, whether owned by the government or by nonprofit organizations, may be considered public facilities under the CDBG program. Community survey participants were asked to rank the need for public facilities within Woodland as low, medium or high need, and the following public facilities were identified as the top three with the highest level of need: (1) homeless facilities; (2) mental healthcare facilities; and (3) community centers.

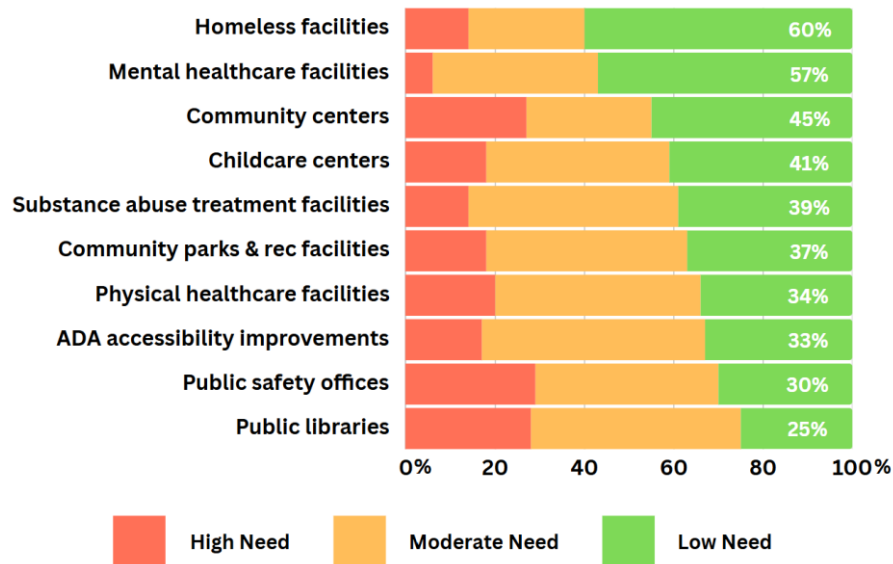
Input from community meetings, focus groups, and pop-up participants supported survey findings. Common needs identified by stakeholders included:

- There is a great need for low-barrier homeless facilities, as existing facilities are often inaccessible to unsheltered populations.
- A lack of mental healthcare facilities and services is a significant contributor to homelessness.
- There is a need for publicly accessible community centers that include cooling stations, showers, and laundry facilities.

Data on homelessness also supports these findings as around two-thirds of the homeless population within the HPAC Continuum of Care was unsheltered during the 2024 PIT count, including a high rate of unsheltered homelessness among domestic violence survivors.

¹⁵<https://map.aidsvu.org/nd/county/case/none/none/yolo-county-ca-california?geoContext=national>

How would you rate the following public facility needs?



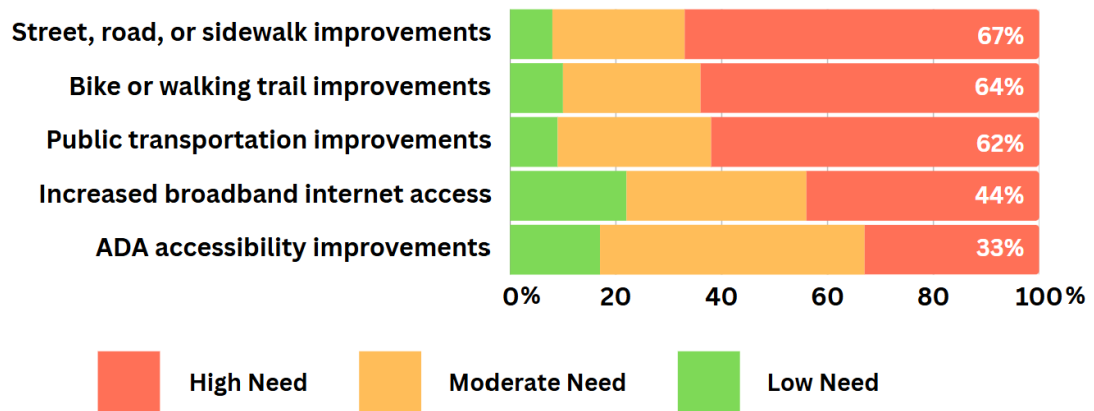
HOW WERE THESE NEEDS DETERMINED?

These public facility needs were determined based on input from stakeholders gathered through research, questionnaire responses, focus groups, public meetings, and a community survey. Needs were also determined through a review of other local plans and studies. For a list of stakeholders and organizations that participated in this Consolidated Plan process, see Table 2.

DESCRIBE THE JURISDICTION'S NEED FOR PUBLIC IMPROVEMENTS:

Community survey participants were asked to rank the need for public infrastructure improvements within Woodland as low, medium or high need, and the following improvements were identified as the top three with the highest level of need: (1) street, road, and sidewalk improvements; (2) biking or walking trail improvements; and (3) public transportation improvements.

How would you rate the following infrastructure improvement needs?



Input from community meetings, focus groups, and pop-up participants supported survey findings. Common needs identified by stakeholders included:

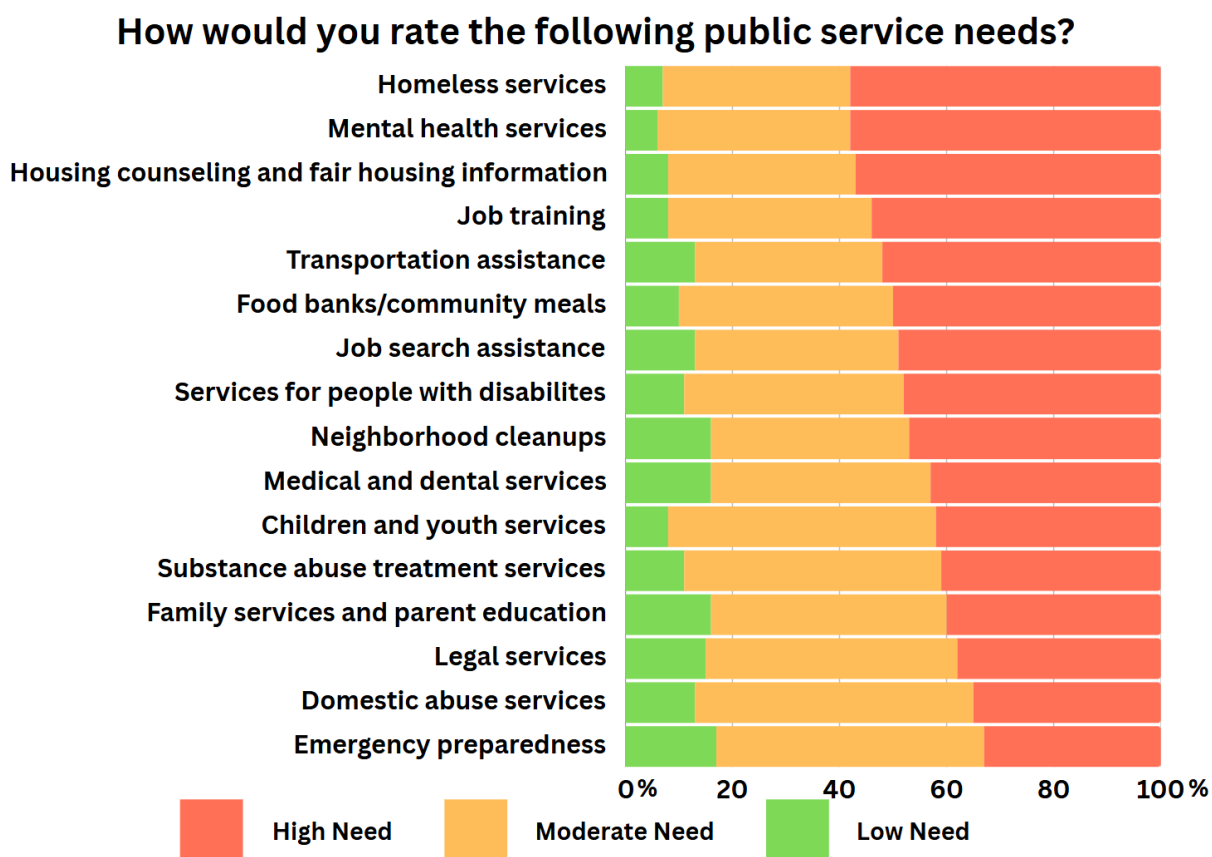
- Walkability and pedestrian safety improvements – many residents expressed concern about unsafe conditions for pedestrians and cyclists.
- It can be very difficult for people who live in supportive housing to be able to access transportation to other resources, especially those who are disabled.

HOW WERE THESE NEEDS DETERMINED?

These public improvement needs were determined based on input from stakeholders gathered through research, focus groups, public meetings, and a community survey. Needs were also determined through a review of other local plans and studies. For a list of stakeholders and organizations that participated in this Consolidated Plan process, see Table 2.

DESCRIBE THE JURISDICTION'S NEED FOR PUBLIC SERVICES:

Community survey participants were asked to rank the need for public service improvements within the City as low, medium or high need, and the following improvements were identified as the top three with the highest level of need: (1) homeless services; (2) mental health services; and (3) housing counseling and fair housing information.



Input from community meetings, focus groups, and pop-up participants supported survey findings. Common needs identified by stakeholders included:

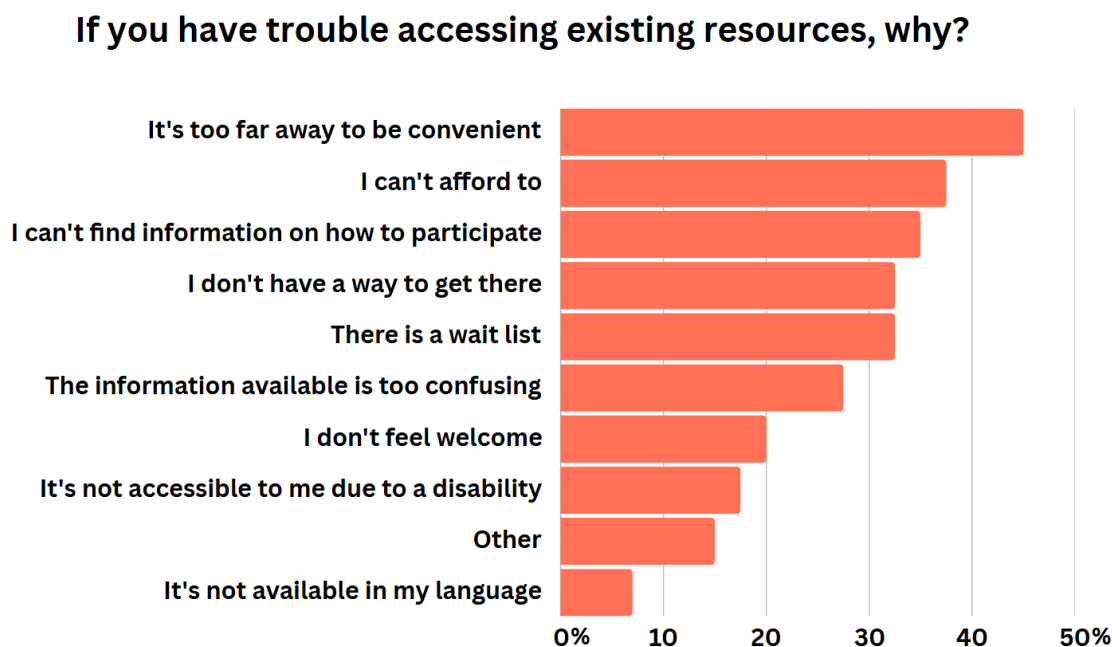
- Homeless services and facilities in the area are insufficient to meet a rapidly growing homeless population.
- Existing homeless services are frequently high-barrier, leading to a large number of people who are unable to access services.
- A lack of mental health services and resources contributes to homelessness.

HOW WERE THESE NEEDS DETERMINED?

These public service needs were determined based on input from stakeholders gathered through research, focus groups, public meetings, and a community survey. Needs were also determined through a review of other local plans and studies. For a list of stakeholders and organizations that participated in this Consolidated Plan process, see Table 2.

DISCUSSION

In addition to being asked about levels of need for public services and facilities, survey participants were asked whether they faced barriers in accessing existing services and facilities. Of 97 survey participants, 40, or 41%, reported facing barriers when attempting to access existing resources. The following chart depicts reasons listed for difficulty in access.



HOUSING MARKET ANALYSIS



MA-05 Overview

HOUSING MARKET ANALYSIS OVERVIEW:

While housing choices can be fundamentally limited by household income and purchasing power, the lack of affordable housing can be a significant hardship for low- and moderate-income households, preventing them from meeting other basic needs. Stakeholders and residents reported that affordable housing for families and individuals is a severe issue in Woodland, with housing prices increasing significantly over the last several years.

In addition to reviewing the current housing market conditions, this section analyzes the availability of assisted and public housing and facilities to serve homeless individuals and families. It also analyzes local economic conditions and summarizes existing economic development resources and programs that may be used to address community and economic development needs identified in the Needs Assessment.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

INTRODUCTION

The 2016-2020 Five-Year American Community Survey estimated that there are 21,015 housing units in the City of Woodland, with an occupancy rate of 97%. Single-unit housing makes up the majority of homes in the city (70%), most of which are detached homes. The largest share of multifamily housing is found in large complexes with 20 or more units per structure, which account for 10% of the city's housing stock. Small multifamily complexes with 5 to 19 units account for 9% of Woodland homes, while duplexes, triplexes, and quadruplexes account for about 8%. Other structures such as mobile homes, RVs, boats, etc. make up the remaining 3% of the city's housing stock.

About 53% of Woodland households own their homes and the remaining 47% rent. Nearly all owned housing in the city has at least two bedrooms and the vast majority (90%) has three or more bedrooms. Rental units tend to be smaller: about 30% are studios or one-bedroom units. The most common rental unit contains two bedrooms (38%) and the remaining 32% of renters live in units with three or more bedrooms.

ALL RESIDENTIAL PROPERTIES BY NUMBER OF UNITS

TABLE 28 – RESIDENTIAL PROPERTIES BY UNIT NUMBER

Property Type	Number	%
1-unit detached structure	13,240	63%
1-unit, attached structure	1,375	7%
2-4 units	1,745	8%
5-19 units	1,995	9%
20 or more units	2,100	10%
Mobile Home, boat, RV, van, etc	560	3%
Total	21,015	100%

Data Source: 2016-2020 ACS

UNIT SIZE BY TENURE

TABLE 29 – UNIT SIZE BY TENURE

	Owners		Renters	
	Number	%	Number	%
No bedroom	15	0%	530	5%
1 bedroom	65	1%	2,455	25%
2 bedrooms	975	9%	3,680	38%
3 or more bedrooms	9,725	90%	3,080	32%
Total	10,780	100%	9,745	100%

Data Source: 2016-2020 ACS

DESCRIBE THE NUMBER AND TARGETING (INCOME LEVEL/TYPE OF FAMILY SERVED) OF UNITS ASSISTED WITH FEDERAL, STATE, AND LOCAL PROGRAMS.

Public Housing

The Yolo County Housing Authority (YCH) manages 22 properties that provide about 431 units of public housing for low-income households. Five of these properties are located in the city of Woodland: Yolano

Village, Donnelly Circle, Helen M. Thomson Home, and the IGT Home.¹⁶ Yolano Village and Donnelly Circle are conventional, federally subsidized public housing properties, while the remaining communities are simply owned by YCH.

Housing Choice Vouchers

YCH also administers approximately 1,985 Housing Choice Vouchers (HCVs) and reports a 100% voucher utilization rate. HCVs are targeted to households with incomes at or below 50% Area Median Income (AMI), adjusted by family size, with an emphasis on serving households with incomes under 30% AMI.

Low Income Housing Tax Credit (LIHTC) Properties

Additional assisted housing in Woodland includes several Low Income Housing Tax Credit (LIHTC) properties. According to HUD's LIHTC database, there are a total of 15 properties in Woodland, providing approximately 1,221 units of affordable housing. Typically, LIHTC properties target households with incomes of 50% to 60% AMI or below, adjusted by family size. LIHTC developments include a mix of family and senior projects, and may include additional funding sources, such as Project-Based Section 8 subsidies.

PROVIDE AN ASSESSMENT OF UNITS EXPECTED TO BE LOST FROM THE AFFORDABLE HOUSING INVENTORY FOR ANY REASON, SUCH AS EXPIRATION OF SECTION 8 CONTRACTS.

Federal law requires any LIHTC properties awarded credits after 1989 to maintain affordability for 30 years from the date they are placed in service, although after the first 15 years, owners can leave the program through a relief process. After 30 years (or 15 years if owners are granted regulatory relief), properties can be converted to market-rate units. During the 2025-2029 Five-Year Consolidated Plan, 1 LIHTC property in Woodland will age out of the 30-year affordability period and 2 properties will reach the 15 year mark. Together, these properties provide approximately 161 income-restricted units.

DOES THE AVAILABILITY OF HOUSING UNITS MEET THE NEEDS OF THE POPULATION?

Input from stakeholders indicates that available housing does not meet the needs of Woodland's population. Community survey input identified help with making sure landlords keep rental housing in acceptable condition, construction of new affordable rental units, and elderly or senior housing as the greatest housing needs in the community. Cost burden data shows that affordability needs are particularly severe for low-income households with incomes under 80% of HUD Area Median Family Income (HAMFI),

¹⁶ Yolo County Housing (YCH), Properties List, April 2025. <https://www.ych.ca.gov/wp-content/uploads/2025/04/Attched-A-YCH-Properties-List.pdf>

affecting 82% of Woodland households in that income band. Income and home value data indicate starter home prices in Woodland are out of reach for many low- and moderate-income households. Affordability data in the Needs Assessment supports this, with cost burdens impacting considerable shares of owner households. While not reflected in CHAS data, community input also reflected the need for housing rehabilitation and repair to address deferred maintenance, both on the homeownership and rental side.

DESCRIBE THE NEED FOR SPECIFIC TYPES OF HOUSING:

Throughout all community engagement activities, the need for additional affordable housing was a consistent theme. Stakeholders emphasized the need for a variety of housing affordable at different income levels. While additional rental housing, including permanent supportive housing, is needed to serve lowest income groups, moderate- and middle-income households also face difficulty finding affordable housing to rent or buy. Greater availability of a variety of housing types would better serve households across the income spectrum and encourage greater mobility within the housing market, allowing residents to access housing that would best fit their needs.

Stakeholders that participated in the development of the Consolidated Plan also emphasized the following housing needs:

- Elderly or senior housing
- Energy efficiency improvements to housing
- Rehabilitation of affordable rental housing/apartments
- Family housing

DISCUSSION

N/A

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

INTRODUCTION

This section reviews housing costs and affordability in Woodland. The median home value in the city is estimated at \$381,800 according to 2016-2020 ACS data, up 42% from the 2005-2009 ACS estimate of \$269,000 (see Table 28). Median rent is \$1,073, up 23% from the 2005-2009 estimate of \$872. ACS data also shows that rental rates are \$1,000 or more for more than half (56%) of units.

It is worth noting that more recent 2019-2023 ACS data identifies the city's median home value at \$505,200 and the median contract rent at \$1,334. Additionally, data from Zillow's Observed Rent Index (ZORI), which measures the typical market rate rent across a region, suggest the current market rate rent in Woodland is above \$2,000, a figure much higher in comparison to available ACS data.¹⁷

COST OF HOUSING

TABLE 30 – COST OF HOUSING

	Base Year: 2009	Most Recent Year: 2020	% Change
Median Home Value	\$269,000	\$381,800	42%
Median Contract Rent	\$872	\$1,073	23%
<i>Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)</i>			

TABLE 31 - RENT PAID

Rent Paid	Number	%
Less than \$500	950	9.8%
\$500-999	3,320	34.1%
\$1,000-1,499	3,700	38.0%
\$1,500-1,999	1,260	12.9%
\$2,000 or more	510	5.2%
Total	9,740	99.9%
<i>Data Source: 2016-2020 ACS</i>		

¹⁷ Zillow, "Housing Data," 2025. <https://www.zillow.com/research/data/>

HOUSING AFFORDABILITY

TABLE 32 – HOUSING AFFORDABILITY

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	620	No Data
50% HAMFI	2,250	335
80% HAMFI	6,020	1,160
100% HAMFI	No Data	2,354
Total	8,890	3,849

Data Source: 2016-2020 CHAS

MONTHLY RENT

TABLE 33 – MONTHLY RENT

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$1,602	\$1,613	\$2,116	\$2,944	\$3,299
High HOME Rent	\$1,413	\$1,515	\$1,821	\$2,094	\$2,316
Low HOME Rent	\$1,102	\$1,181	\$1,416	\$1,636	\$1,826

Data Source: 2025 HUD FMR and HOME Rents

IS THERE SUFFICIENT HOUSING FOR HOUSEHOLDS AT ALL INCOME LEVELS?

Table 30 estimates the number of units in Woodland affordable to renters and owners at a variety of income levels, which can be compared to the number of households at each income level, as provided in Table 6 of the Needs Assessment.

According to CHAS estimates, there are 2,095 renters with incomes under 30% HAMFI, but only 620 rental units affordable at that income level are reported in Table 30. Thus, there is insufficient rental housing for households with extremely low incomes. At other levels, there appears to be a sufficient number of rental units affordable to renter households at that income level. However, these figures do not take into account unit condition or size; nor do they reflect the possibility that a unit that would be affordable to a low- or moderate-income households may be unavailable to them because it is occupied by a higher income household. Community input indicates a need for additional affordable rental units at a variety of rental rates.

Turning to owners, there are an estimated 3,385 owner households with incomes at or below 80% HAMFI in Woodland, but Table 30 reports only 1,495 owner-occupied housing units affordable at that income level. This leaves a deficit of 1,890 affordable owner-occupied units.

The National Low Income Housing Coalition's Out of Reach data examines rental housing rates relative to income levels for counties and metro areas throughout the U.S. using HUD Fair Market Rents. Fair Market Rent (FMR) is a standard set by HUD at the county or regional level for use in administering its Section 8 rental voucher program. FMRs are typically the 40th percentile gross rent (i.e., rent plus utility costs) for typical, non-standard rental units in the local housing market. To afford a two-bedroom rental unit at the Yolo County FMR of \$1,980 without being cost-burdened would require an annual wage of \$79,200.¹⁸ This amount translates to a 40-hour work week at an hourly wage of \$38.08, a 95-hour work week at the state minimum wage of \$16/hr, or a 79-hour work week at the county's mean renter wage of \$19.31. To afford a three-bedroom unit at the FMR of \$2,717 would require an annual wage of \$108,680.

HOW IS AFFORDABILITY OF HOUSING LIKELY TO CHANGE CONSIDERING CHANGES TO HOME VALUES AND/OR RENTS?

As Table 28 shows, the median home value in Woodland was estimated at \$381,800 according to 2016-2020 ACS data, up by 42% from 2009 estimates. However, looking at the most recent ACS data shows a significant post-Covid increase in home values. The median home value in Woodland according to 2019-2023 ACS data is \$505,200, a 32% increase over the 2016-2020 ACS estimate. As stakeholders note, high home prices exacerbate the difficulties first-time buyers face in finding affordable units and also have the potential to fuel displacement of residents into neighborhoods with lower home sales prices.

¹⁸ National Low Income Housing Coalition, "Out of Reach – California," 2024. <https://nlihc.org/oor/state/ca>

Median rent in Woodland is estimated at \$1,073 as of 2016-2020 ACS data, up 23% from 2009. Again, these figures do not reflect the significant housing cost increases that occurred nationally and locally during and following the COVID-19 pandemic. Stakeholders that participated in the development of this plan emphasized unaffordable rents in Woodland. The 2019-2023 ACS data indicates a median contract rent of \$1,334, a 24% increase from three years prior. A tight rental market, a lack of affordable, decent for-sale housing, and slow wage growth all indicate that housing affordability is likely to continue as an issue.

HOW DO HOME RENTS / FAIR MARKET RENT COMPARE TO AREA MEDIAN RENT? HOW MIGHT THIS IMPACT YOUR STRATEGY TO PRODUCE OR PRESERVE AFFORDABLE HOUSING?

Table 31 shows HUD Fair Market Rents and HOME rents for the Yolo, CA HUD Metro FMR Area. The 2019-2023 median contract rent of \$1,334 is slightly lower than the Fair Market Rent for a one-bedroom unit (\$1,613) and the low HOME rent for a two-bedroom unit (\$1,416).

The distribution of rents shown in Table 29 suggest that rental units should be available at fair market rents for nearly all unit sizes; however, rent increases since the COVID-19 pandemic make it difficult for low- and moderate-income households to find affordable housing, particularly among unsubsidized units.

Additionally, this data does not reflect housing condition, which is an important consideration. While the rent may be affordable, substandard housing conditions may make a unit unsafe or lead to exceptionally high utility costs, negating any savings in rent as compared to a more expensive unit. Taken together, these factors point toward a continued need to develop and redevelop affordable rental units.

DISCUSSION

N/A

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

INTRODUCTION

This section examines the condition of housing in Woodland, including the presence of selected housing conditions: 1) lack of complete plumbing facilities, (2) lack of complete kitchen facilities, (3) more than one person per room, and (4) cost burden greater than 30%. This section also examines the age of housing stock, vacancy rate and suitability of vacant housing for rehabilitation, and the risk of lead-based paint hazards.

According to 2016-2020 ACS estimates, nearly one-half (48%) of rental units and one-quarter (25%) of owner units have one of the selected housing conditions. CHAS data discussed in the Needs Assessment indicates that cost burdens are by far the most common housing condition. For renters, 6% of units have

two conditions (about 620 units), and an estimated 20 units have three or more conditions. These figures indicate that rental units are more likely to be physically substandard (i.e., lack a complete kitchen or plumbing) than owner-occupied housing.

DESCRIBE THE JURISDICTION'S DEFINITION OF "STANDARD CONDITION" AND "SUBSTANDARD CONDITION BUT SUITABLE FOR REHABILITATION":

For the purposes of this Consolidated Plan, Woodland uses the following definitions of “standard condition,” “substandard condition,” and “substandard condition but suitable for rehabilitation”:

- Standard Condition: A dwelling unit that is not deemed substandard as defined by local code.
- Substandard Condition: All buildings or structures which are structurally unsafe or not provided with adequate egress, or which constitute a fire hazard, or are otherwise dangerous to human life, or which in relation to existing use constitute a hazard to safety or health, or public welfare by reason of inadequate maintenance of the building, plumbing, mechanical or electrical systems, or by dilapidation, obsolescence, fire hazard, disaster damage or abandonment, as specified in the codes adopted by Section 19.04.010, or California Health and Safety Code Section 17920.3, are for the purpose of this section substandard and/or unsafe buildings. In California Code, GOV § 65584.01 this is defined as more than one person per room.
- Substandard but Suitable for Rehabilitation: A dwelling unit that is substandard structure, that has basic infrastructure (including systems for clean water and adequate waste disposal) that allows for economically and physically feasible improvements and upon completion of rehabilitation meets the definition of a “standard” dwelling unit.

CONDITION OF UNITS

TABLE 34 - CONDITION OF UNITS

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	2,655	25%	4,060	42%
With two selected Conditions	50	0%	620	6%
With three selected Conditions	0	0%	20	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	8,080	75%	5,045	52%
Total	10,785	100%	9,745	100%
<i>Data Source: 2016-2020 ACS</i>				

YEAR UNIT BUILT

TABLE 35 – YEAR UNIT BUILT

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	1,900	18%	1,460	15%
1980-1999	3,485	32%	3,430	35%
1950-1979	4,370	41%	3,615	37%
Before 1950	1,030	10%	1,240	13%
Total	10,785	101%	9,745	100%

Data Source: 2016-2020 CHAS

RISK OF LEAD-BASED PAINT HAZARD

TABLE 36 – RISK OF LEAD-BASED PAINT

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	5,400	50%	4,855	50%
Housing Units built before 1980 with children present	2,345	22%	1,080	11%
<i>Data Source: 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)</i>				

VACANT UNITS

TABLE 37 - VACANT UNITS

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units			
Abandoned Vacant Units			
REO Properties			
Abandoned REO Properties			

NEED FOR OWNER AND RENTAL REHABILITATION

Age of housing reflects periods of development in Woodland. The city contains a significant supply of housing built prior to 1980, which comprises about 50% of total owner- and renter-occupied housing. A much smaller share of units (16%) were built since 2000. While some older homes may be well-maintained, the considerable share of housing built prior to 1980 indicates potential need for rehabilitation assistance.

ESTIMATED NUMBER OF HOUSING UNITS OCCUPIED BY LOW- OR MODERATE-INCOME FAMILIES WITH LBP HAZARDS

Exposure to lead-based paint represents one of the most significant environmental threats from a housing perspective. Housing conditions can significantly affect public health, and exposure to lead may cause a range of health problems for adults and children. The major source of lead exposure comes from lead-contaminated dust found in deteriorating buildings, including residential properties built before 1978 that contain lead-based paint.

Unfortunately, measuring the exact number of housing units with lead-based paint hazards is difficult. However, risk factors for exposure to lead include housing old enough to have been initially painted with lead-based paint (i.e., pre-1978), households that include young children, and households in poverty. Table 34 identifies the total number of housing units built before 1980, and the total number of renter and owner units built before 1980 that house children. As shown, this includes 2,345 owner-occupied units (or 22% of total owner-occupied housing) and 1,080 renter-occupied units (or 11% of total renter-occupied housing) with at least two risk factors for exposure to lead-based paint.

DISCUSSION

N/A

MA-25 Public and Assisted Housing – 91.210(b)

INTRODUCTION

Publicly supported housing options for low-income residents living in Woodland is managed by the Yolo County Housing Authority. According to PIC data from the PIH Information Center depicted in Table 36, there are 431 public housing units, 38 Project-Based Section 8 units, and 1,489 tenant-based Housing Choice Vouchers available, for a total of 1,958 assisted units or vouchers available within Yolo County. Additional data specific to the City of Woodland, HUD's 2024 A Picture of Subsidized Housing data, shows that Woodland has a total of 132 public housing units, 567 tenant-based Housing Choice Vouchers, 273 Project-Based Section 8 units, and 15 Section 811 units for a total of 987 assisted units or vouchers available. APSH data additionally shows that utilization rates in Woodland vary from 76% to 97%, with Housing Choice Vouchers having the lowest utilization rate and Section 811 units having the highest utilization rate.

Data on numbers of accessible units in programs other than Section 811 was unavailable.

TOTAL NUMBER OF UNITS

TABLE 38 – TOTAL NUMBER OF UNITS BY PROGRAM TYPE

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	0	431	1,527	38	1,489	0	0	0
# of accessible units	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Data Source: PIC (PIH Information Center)									

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

DESCRIBE THE SUPPLY OF PUBLIC HOUSING DEVELOPMENTS:

According to HUD's Real Estate Assessment Center (REAC), there are five public housing properties within Woodland: Cherry Glen, Crosswood Apartments, Summertree Apartments, The Greenery, and New Dimensions. These properties have a combined total of 132 housing units.

DESCRIBE THE NUMBER AND PHYSICAL CONDITION OF PUBLIC HOUSING UNITS IN THE JURISDICTION, INCLUDING THOSE THAT ARE PARTICIPATING IN AN APPROVED PUBLIC HOUSING AGENCY PLAN:

HUD's Real Estate Assessment Center (REAC) conducts physical property inspections of properties that are owned, insured, or subsidized by HUD, including public housing and multifamily assisted housing. About 20,000 such inspections are conducted each year to ensure that assisted families have housing that is decent, safe, sanitary, and in good repair. Inspections are scored using a scale of 1 to 100. A passing score for a REAC Physical Inspection is 60 or above.

There are three letters (A-C) that may follow the score, as well as an asterisk *. Their meaning is as follows:

- A: No health and safety deficiencies noted
- B: Non-life-threatening health and safety deficiencies noted
- C: At least one life-threatening health and safety deficiency noted
- *: At least one inoperable smoke detector noted

As noted above, there are five public housing developments within Woodland containing a total of 132 units. To determine the physical condition of these units, HUD's Real Estate Assessment Center (REAC) physical inspection scores were examined as depicted in Table 37.

PUBLIC HOUSING CONDITION

TABLE 39 - PUBLIC HOUSING CONDITION

Public Housing Development	Most Recent Inspection Score	Most Recent Inspection Date
Cherry Glen	80c*	05-Dec-22
Crosswood Apartments	89	16-Jan-25
Summertree Apartments	75c*	09-Dec-21
The Greenery	94c*	06-Dec-22
New Dimensions	92b	19-Nov-21

DESCRIBE THE RESTORATION AND REVITALIZATION NEEDS OF PUBLIC HOUSING UNITS IN THE JURISDICTION:

As depicted above, all public housing developments within Woodland received a passing score of 60 or higher. However, inspections of three developments – Cherry Glenn, Summertree Apartments, and The Greenery – found at least one life-threatening health and safety deficiency in addition to at least one inoperable smoke detector. One development – New Dimensions – had at least one non-life threatening health or safety deficiency noted, while the final development – Crosswood Apartments – had no reported data on deficiencies from the most recent inspection, but received a C grade on the previous two inspections.

DESCRIBE THE PUBLIC HOUSING AGENCY'S STRATEGY FOR IMPROVING THE LIVING ENVIRONMENT OF LOW- AND MODERATE-INCOME FAMILIES RESIDING IN PUBLIC HOUSING:

The Yolo Housing Authority will continue to seek funding from a variety of sources to renovate current public housing units.

MA-30 Homeless Facilities and Services – 91.210(c)

INTRODUCTION

A range of facilities provide housing and services to support people experiencing homelessness in Woodland, which falls under the CA-521 Continuum of Care, also known as HPAC. Using data available from HUD at the Continuum of Care level, this section provides an overview of shelter facilities, housing, and mainstream and other services that aim to meet the needs of people experiencing homelessness in the jurisdiction. Note that the jurisdiction includes the entire jurisdiction of the CoC and is not exclusive to the City of Woodland; official HUD data on facilities specific to the city of Woodland is unavailable.

FACILITIES AND HOUSING TARGETED TO HOMELESS HOUSEHOLDS

TABLE 40 - FACILITIES AND HOUSING TARGETED TO HOMELESS HOUSEHOLDS

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year-Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	68	0	0	218	N/A
Households with Only Adults	210	0	29	458	N/A
Chronically Homeless Households	0	0	0	144	N/A
Veterans	0	0	0	71	N/A
Unaccompanied Youth	13	0	0	2	N/A

DESCRIBE MAINSTREAM SERVICES, SUCH AS HEALTH, MENTAL HEALTH, AND EMPLOYMENT SERVICES TO THE EXTENT THOSE SERVICES ARE USED TO COMPLEMENT SERVICES TARGETED TO HOMELESS PERSONS.

Homeless residents within Woodland are served by the HPAC CoC, which includes approximately 14 different agencies. According to the CoC website, these services include:

- Critical supportive services: including food, shelter, counseling, clothing, and family resources
- Early intervention and prevention: including crisis support, safety shelter, and legal services
- Outreach and emergency shelter: including street outreach to unsheltered homeless populations
- Transitional and bridge housing: including family housing, day centers, employment assistance, and a meals program
- Healthcare: including CalFresh enrollment, pregnancy and infant services, and family medical services
- Public supportive services via 211: including physical and mental health, housing, utilities, food, employment assistance, suicide and crisis interventions

LIST AND DESCRIBE SERVICES AND FACILITIES THAT MEET THE NEEDS OF HOMELESS PERSONS, PARTICULARLY CHRONICALLY HOMELESS INDIVIDUALS AND FAMILIES, FAMILIES WITH CHILDREN, VETERANS AND THEIR FAMILIES, AND UNACCOMPANIED YOUTH. IF THE SERVICES AND FACILITIES ARE LISTED ON SCREEN SP-40 INSTITUTIONAL DELIVERY STRUCTURE OR SCREEN MA-35 SPECIAL NEEDS FACILITIES AND SERVICES, DESCRIBE HOW THESE FACILITIES AND SERVICES SPECIFICALLY ADDRESS THE NEEDS OF THESE POPULATIONS.

Through its CDBG funding, the City of Woodland contributes to many services that meet the needs of homeless individuals through its non-profit partners. Services include street outreach, rapid rehousing, homeless prevention, and supportive services.

The CoC lists the following facilities available within the City of Woodland:

- Fourth & Hope: Offers emergency shelter, housing, outreach, treatment, and meals.
- Empower Yolo: Offers crisis support, safety shelter and housing, legal services, counseling services, and youth programs.

Additionally, the City of Woodland maintains on its website a list of resources available to homeless and at-risk individuals and families within Yolo County, as shown below.



Resources for Children, Youth and Families in Yolo County

Crisis Resources	Mental Health Access & Crisis Line (888) 965-6647 / TDD (800) 735-2929 24 Hours A Day * 7 Days A Week	Sexual Assault & Domestic Violence Line (530) 662-1133 / (916) 371-1907 24 Hours A Day * 7 Days A Week
	Ask Teen Line Davis: (530) 753-0797 / Woodland: (530) 668-8445 West Sacramento: (916) 371-3779 24 Hours A Day * 7 Days A Week	Suicide Prevention Davis: (530) 756-5000 / Woodland: (530) 668-8445 West Sacramento: (916) 372-6565 24 Hours A Day * 7 Days A Week
Child Abuse Prevention	Yolo County Child Welfare Services Reporting Hotline: (530) 669-2345 <i>If you suspect that a child is being abused.</i>	Childhelp National Child Abuse Hotline (800) 422-4453 24 Hours A Day * 7 Days A Week
Physical and Behavioral Health Services	Yolo County Mental Health Services Davis: (530) 757-5530 (Mon/Wed) West Sacramento (Tue/Thurs/Fri): (916) 375-6350 Woodland: (530) 666-8630 Monday - Friday * 8am - 5pm (888) 965-6647 / TDD (800) 735-2929 24 Hours A Day * 7 Days A Week	CommuniCare Health Centers Davis: (530) 758-2060 / Woodland: (530) 405-2815 West Sacramento: (916) 403-2970 Monday—Friday * 8:30-5:00pm <i>*some late evenings available</i>
	Help Me Grow Yolo County (844) 410-4769 <i>Child developmental screenings ages 0-5.</i>	Elica Health Centers West Sacramento: (855) 354-2242 Monday—Friday * 8am—5pm <i>*(3 locations) hours vary by location please call</i>
	Woodland Memorial Hospital Woodland: (530) 662-3961 24 Hours A Day * 7 Days A Week	Sutter Davis Hospital Davis: (530) 756-6440 24 Hours A Day * 7 Days A Week
Financial, Employment and School Assistance	Medi-Cal (Health Insurance) For New Applications: (866) 226-5415 For Continuing Cases: (855) 278-1594 Apply Online: www.mybenefitscalwin.org Monday - Friday * 8am - 4pm	CalWORKs (Cash Assistance) For New Applications: (866) 226-5415 For Continuing Cases: (855) 278-1594 Apply Online: www.mybenefitscalwin.org Monday - Friday * 8am - 4pm
	Department of Rehabilitation Woodland: (530) 668-6824 <i>Assistance with employment or school services.</i>	Yolo County Employment Services For New Applications: (866) 226-5415 Monday - Friday * 8am - 4pm
Housing and Homeless Services	CalWORKs Housing Support (530) 661-1218 <i>Rapid Re-Housing for CalWORKs families</i>	Empower Yolo (530) 406-7221 <i>Shelter and other housing</i>
	Yolo County Housing Woodland: (530) 662-5428 <i>Housing vouchers and public housing</i>	Legal Services of Northern California Woodland: (530) 662-1065 <i>Legal assistance and eviction prevention</i>
Food Assistance	CalFresh (Food Stamps) For New Applications: (866) 226-5415 For Continuing Cases: (855) 278-1594 Apply Online: www.mybenefitscalwin.org Monday - Friday * 8am - 4pm	Yolo Fresh TEXT <i>Send a text to 888777 with the keyword for your community to receive texts before food distributions.</i> Keywords: Woodland— OLIVE; West Sac & Clarksburg— GRAPE; Winters— ALMOND; Davis— TOMATO; UC Davis Campus— AGGIES; North Yolo— RICE; Capay— Walnut.



Resources for Adults in Yolo County

Crisis Resources	Mental Health Access & Crisis Line (888) 965-6647 / TDD (800) 735-2929 <i>24 Hours A Day * 7 Days A Week</i>	Suicide Prevention Davis: (530) 756-5000 / Woodland: (530) 668-8445 West Sacramento: (916) 372-6565 <i>24 Hours A Day * 7 Days A Week</i>
	First Responders' Mental Health Urgent Care West Sacramento: (855) 897-2033 <i>12pm - 9pm * 7 Days A Week</i>	Sexual Assault & Domestic Violence Line (530) 662-1133 / (916) 371-1907 <i>24 Hours A Day * 7 Days A Week</i>
Behavioral Health Services	Yolo County Mental Health Services Davis: (530) 757-5530 (Mon/Wed) West Sacramento (Tue/Thurs/Fri): (916) 375-6350 Woodland: (530) 666-8630 <i>Monday - Friday * 8am - 5pm</i> (888) 965-6647/ TDD (800) 735-2929 <i>24 Hours A Day * 7 Days A Week</i>	CommuniCare Health Centers Davis: (530) 758-2060 / Woodland: (530) 405-2815 West Sacramento: (916) 403-2970 <i>Monday—Friday * 8:30-5:00pm</i> <i>*some late evenings available</i>
		Elica Health Centers West Sacramento: (855) 354-2242 <i>Monday—Friday * 8am—5pm</i> <i>*(3 locations) hours vary by location please call</i>
Health Care Services	CommuniCare Health Centers Davis: (530) 758-2060 / Woodland: (530) 405-2815 West Sacramento: (916) 403-2970 <i>Monday—Friday * 8am—5pm</i> <i>Davis/Woodland offer evenings Mon/Tue/Wed until 9pm</i>	Elica Health Centers West Sacramento: (855) 354-2242 <i>Monday—Friday * 8am—5pm</i> <i>*(3 locations) hours vary by location please call</i>
	Woodland Memorial Hospital Woodland: (530) 662-3961 <i>24 Hours A Day * 7 Days A Week</i>	Sutter Davis Hospital Davis: (530) 756-6440 <i>24 Hours A Day * 7 Days A Week</i>
Financial Assistance and Employment	Medi-Cal (Health Insurance) For New Applications: (866) 226-5415 For Continuing Cases: (855) 278-1594 Apply Online: www.mybenefitscalwin.org <i>Monday - Friday * 8am - 4pm</i>	CalWORKs (Cash Assistance) For New Applications: (866) 226-5415 For Continuing Cases: (855) 278-1594 Apply Online: www.mybenefitscalwin.org <i>Monday - Friday * 8am - 4pm</i>
	General Assistance (Cash Assistance) For New Applications: (866) 226-5415 Apply Online: www.mybenefitscalwin.org <i>Monday - Friday * 8am - 4pm</i>	Yolo County Employment Services For New Applications: (866) 226-5415 <i>Monday - Friday * 8am - 4pm</i>
Housing and Homeless Services	Fourth and Hope Woodland: (530) 661-1218 <i>Emergency shelter, substance use treatment, case management and referrals</i>	Empower Yolo (530) 406-7221 <i>Emergency shelter for survivors of domestic violence; Rapid Re-Housing</i>
	CalWORKs Housing Support (530) 661-1218 <i>Rapid Re-Housing for CalWORKs families</i>	Davis Community Meals and Housing Davis: (530) 601-5600 <i>Emergency shelter, transitional housing and resource center</i>
	Yolo County Housing Woodland: (530) 662-5428 <i>Housing vouchers and public housing</i>	Legal Services of Northern California Woodland: (530) 662-1065 <i>Legal assistance and eviction prevention</i>
Food Assistance	CalFresh (Food Stamps) For New Applications: (866) 226-5415 For Continuing Cases: (855) 278-1594 Apply Online: www.mybenefitscalwin.org <i>Monday - Friday * 8am - 4pm</i>	Yolo Fresh TEXT <i>Send a text to 888777 with the keyword for your community to receive texts before food distributions.</i> Keywords: Woodland— OLIVE; West Sac & Clarksburg— GRAPE; Winters— ALMOND; Davis— TOMATO; UC Davis Campus— AGGIES; North Yolo— RICE; Capay— Walnut.

Rev. 06/11/18

MA-35 Special Needs Facilities and Services – 91.210(d)

INTRODUCTION

This section discusses the characteristics and needs of people in various subpopulation in Woodland who may require supportive services, including people with HIV/AIDS, seniors, people with disabilities (mental, physical, or developmental), people with alcohol or drug addiction, and survivors of domestic violence.

INCLUDING THE ELDERLY, FRAIL ELDERLY, PERSONS WITH DISABILITIES (MENTAL, PHYSICAL, DEVELOPMENTAL), PERSONS WITH ALCOHOL OR OTHER DRUG ADDICTIONS, PERSONS WITH HIV/AIDS AND THEIR FAMILIES, PUBLIC HOUSING RESIDENTS AND ANY OTHER CATEGORIES THE JURISDICTION MAY SPECIFY, AND DESCRIBE THEIR SUPPORTIVE HOUSING NEEDS.

Elderly and frail elderly

According to 2019-2023 American Community Survey estimates, about 14.2% of Woodland's population is elderly (age 65 and over) and about 5.5% of the population is considered frail elderly (age 75 and over)¹⁹. About 28.2% of Woodland residents aged 65-74 and over and 52.6% of residents aged 75 and over have one or more disabilities²⁰.

People with disabilities

An estimated 13.1% of Woodland residents had at least one disability as of 2023²¹. People with disabilities may require specialized housing with accessibility modifications including but not limited to wheelchair ramps, visual rather than auditory doorbells and fire alarms, accessibility modifications in kitchens and bathrooms, and accommodations for live-in caregivers.

People with HIV/AIDS and their families

According to AIDSVu, an interactive mapping tool from Emory University's Rollins School of Public Health, about 350 people in Yolo County were living with HIV as of 2022. Additionally, there were about 13 new diagnoses in 2022, for a new diagnosis rate of about 6 people per 100,000 per year. Approximately 272 of these individuals received treatment for an HIV infection, and approximately 136 people used PrEP, a preventative treatment designed to keep people who are HIV negative from contracting the virus. Data on testing specific to Woodland or Yolo County is unavailable, but in the state of California, only 39.6% of

¹⁹ 2019-2023 American Community Survey, table S0101

²⁰ 2019-2023 American Community Survey, table S1810

²¹ 2019-2023 American Community Survey, table S1810

the population has ever been tested for HIV. This means that actual numbers may vary from reported statistics²².

Persons with alcohol or drug addiction

The region of California including Woodland has an estimated 6.2% rate of alcohol use disorder in the past year for individuals ages 12 and older, according to 2016-2018 data from the U.S. Substance Abuse & Mental Health Data Archive (SAMHDA). About 3% of the region's population was estimated to have used cocaine and 0.2% to have used heroin in the past year, per the 2016-2018 data²³. Accounting for 2023 population estimates²⁴, this equates to approximately 3,798 people with alcohol use disorder, 1,838 people using cocaine, and 123 people using heroin within Woodland.

Survivors of domestic violence

The National Coalition Against Domestic Violence estimates that about 35% of women and 31% of men in California have experienced any contact sexual violence, physical violence, or stalking by an intimate partner in their lifetimes. Applying these figures to the Woodland population²⁵ results in an estimate that about 10,715 women and 9,499 men in the City have experienced or will experience domestic violence in their lifetime.

Supportive Housing Needs

The primary housing and supportive service needs of these subpopulations (the elderly, persons with disabilities, persons with HIV/AIDS and their families, persons with alcohol or drug addiction, survivors of domestic violence, and reentry populations) were determined by input from housing and service providers and the public through public meetings and stakeholder questionnaire responses, as well as through a review of research on housing and service needs of specific populations.

Housing that is affordable, accessible, safe, and low-barrier

Residents with special needs are more likely to live at or below the federal poverty level than residents without special needs. High housing costs can make it difficult for these populations to afford housing, and low incomes force many residents to live in congregate care, have roommates, or live with family – the 2019 regional Analysis of Impediments to Fair Housing Choice (AI) found that among households where one or more members had a disability, 35% lived in housing that did not meet the needs of the disabled family member and 15% could not afford housing with adequate accessibility features. There is a need to increase the availability of affordable housing for populations with special needs. This could include options such as smaller housing units; multifamily 'missing middle' housing, including duplexes,

²²<https://map.aidsvu.org/nd/county/case/none/none/yolo-county-ca-california?geoContext=national>

²³ <https://datatools.samhsa.gov/saes/substate>

²⁴ 2019-2023 American Community Survey, table S0101

²⁵ 2019-2023 American Community Survey, table S0101

triplexes, quadrplexes, and other small multifamily units; accessory dwelling units; cohousing with shared services; and other housing types that support increased levels of affordability.

Housing may be inaccessible to populations with special needs for a variety of reasons. Persons with disabilities may find that their housing options are not ADA compliant or are outside the service range for public transportation. People living with HIV/AIDS, immigrants and refugees, people with criminal histories, and other populations with special needs are often discriminated against in housing application processes. People living with HIV/AIDS have a particular need for low-barrier housing that is free from requirements surrounding drug testing, sobriety, criminal background, and medical appointments. For these reasons, there is a need to ensure that accessible, low-barrier housing is available and to take actions to reduce discrimination, such as providing fair housing services.

The elderly, people with disabilities, and others who may not have access to vehicles often need housing that is disability-accessible and near to transportation, recreation, and employment. Additionally, residents who are unable to live independently due to disability require housing that can accommodate a caregiver or live-in aide. A 2024 report produced by the Yolo County Commission on Aging and Adult Services reported that approximately 410 adults within the County lived full-time with caregivers, and that these individuals were at risk of becoming homeless if a caregiver were to pass away or become otherwise incapacitated²⁶. This highlights an additional need to ensure that dependent adults within Woodland have access to a supportive service network that can prevent homelessness and loss of care should a caregiver become incapacitated.

These populations need housing options that are integrated into the community to provide access to needed services and to reduce social isolation. Additionally, residents with special needs may be more vulnerable than the general population to detrimental health effects of substandard housing, indicating an even greater than typical need to ensure that housing units are kept clean, safe, and up to code.

Transportation

Access to transportation is an important concern for people with special needs; however, the 2019 regional AI found that transportation offerings within the region were inadequate to meet growing demand and that residents with disabilities were limited in their choice of neighborhood by access to transportation. Seniors and people with disabilities and others who may not have access to vehicles need housing close to transportation services to access employment, health services, and recreation opportunities. Persons with HIV/AIDS need housing nearby transportation services to access health services and other resources. If transit is not within walking distance, special needs populations require accessible, reliable transportation services to provide access to everyday needs. Stakeholders noted a need for improved transit reliability and accessibility, as well as a need for improved pedestrian safety infrastructure.

²⁶ <https://www.yolocounty.gov/home/showpublisheddocument/83028/638690792522970000>

Specialized housing and services

Specialized housing addresses the needs of specific populations. People with physical, intellectual, or developmental disabilities; people living with HIV/AIDS; and people with alcohol or drug addiction have specific housing needs that may be addressed through housing with wraparound services, such as case management, life skills programming, and health services. The Housing First model, which is recommended by HUD, emphasizes that supportive services should not be required for people to access housing.

Workforce development and employment services

Special needs populations may also need workforce development and employment services. These programs may include employment navigation, job training, education, transportation services, and case management focused on employment, among others. Residents with specialized needs often have less access to such services than residents without – the 2019 regional AI noted that “the low labor force participation rates of residents with disabilities are suggestive of barriers to entering the labor force and high unemployment rates of those in the labor force indicate barriers to securing employment relatively large disparities [in access to economic opportunity] by protected class groups”.

Physical and mental healthcare access

Access to healthcare is a need for special needs populations, as they are more likely to experience barriers such as economic disadvantage; medical issues and disability; language and literacy age; and cultural, geographic, or social isolation. To increase access to healthcare, it is important for local governments and stakeholders to take steps to define, locate, and reach at-risk populations. This need overlaps significantly with the need for transportation, a lack of reliable transportation may lead to residents being unable to access or remain current on healthcare appointments.

Education and combating stigmas

Combating stigmas is an important concern for people with special needs. For adults with criminal histories and people living with HIV/AIDS, discrimination may make accessing adequate housing difficult. Additionally, a lack of understanding regarding the transmission of HIV may cause people to lose housing or employment, thus increasing the risk of homelessness. Residents with physical or mental health disabilities may also face discrimination or stigma when seeking housing or employment – the 2019 regional AI notes that many residents with disabilities who provided feedback noted concerns related to housing discrimination.

Outreach

Outreach to special needs populations to ensure they are aware of available services is another need. Clarity in marketing and in public buildings about what services are available is important in supporting awareness of available services among vulnerable populations. Outreach also includes the development of relationships and trust so that people feel comfortable seeking out needed services.

DESCRIBE PROGRAMS FOR ENSURING THAT PERSONS RETURNING FROM MENTAL AND PHYSICAL HEALTH INSTITUTIONS RECEIVE APPROPRIATE SUPPORTIVE HOUSING

People with mental health and substance abuse disorders often require supportive housing following discharge from inpatient treatment to reduce risk of homelessness. People returning from these institutions need access to affordable housing and health services and may also require supportive services such as case management and transportation assistance. Permanent supportive housing should be affordable, close to needed health services, and accessible to transportation options. The use of funds such as those provided through the CDBG program to support the development of affordable housing that provides access to services and transportation facilitates persons with mental and physical health challenges in accessing needed care and resources and supports the use of in-home services.

Multiple service providers in and around Woodland make supportive housing and mental and physical health services available to individuals in the community who are at-risk of homelessness, including those discharged from institutions of care. These include the following:

- The Mental Health Access & Crisis Line
- The Sexual Assault & Domestic Violence Line
- The Ask Teen Line
- The Suicide Prevention Line
- Yolo County Mental Health Services
- CommuniCare Health Center
- Help Me Grow Yolo County
- Elica Health Center
- Woodland Memorial Hospital
- CalWORKS Housing Support
- Empower Yolo
- Yolo County Housing
- Fourth and Hope
- Davis Community Meals and Housing

SPECIFY THE ACTIVITIES THAT THE JURISDICTION PLANS TO UNDERTAKE DURING THE NEXT YEAR TO ADDRESS THE HOUSING AND SUPPORTIVE SERVICES NEEDS IDENTIFIED IN ACCORDANCE WITH 91.215(E) WITH RESPECT TO PERSONS WHO ARE NOT HOMELESS BUT HAVE OTHER SPECIAL NEEDS. LINK TO ONE-YEAR GOALS. 91.315(E)

The City of Woodland's first year Annual Action Plan specifies the activities it plans to support over the 2025 program year. These include the following which may assist with the housing and supportive service needs described above:

- Legal Services of Northern California: Fair housing services
- Meals on Wheels Yolo County: Operation Accelerate program
- Yolo Community Care Continuum: New Dimensions Supportive Housing program
- Yolo Wayfarer Center: Emergency shelter services
- Yolo Food Bank: Nurture Woodland program

FOR ENTITLEMENT/CONSORTIA GRANTEES: SPECIFY THE ACTIVITIES THAT THE JURISDICTION PLANS TO UNDERTAKE DURING THE NEXT YEAR TO ADDRESS THE HOUSING AND SUPPORTIVE SERVICES NEEDS IDENTIFIED IN ACCORDANCE WITH 91.215(E) WITH RESPECT TO PERSONS WHO ARE NOT HOMELESS BUT HAVE OTHER SPECIAL NEEDS. LINK TO ONE-YEAR GOALS. (91.220(2))

The City of Woodland’s first year Annual Action Plan specifies the activities it plans to support over the 2025 program year. These include the following which may assist with the housing and supportive service needs described above:

- Legal Services of Northern California: Fair housing services
- Meals on Wheels Yolo County: Operation Accelerate program
- Yolo Community Care Continuum: New Dimensions Supportive Housing program
- Yolo Wayfarer Center: Emergency shelter services
- Yolo Food Bank: Nurture Woodland program

MA-40 Barriers to Affordable Housing – 91.210(e)

NEGATIVE EFFECTS OF PUBLIC POLICIES ON AFFORDABLE HOUSING AND RESIDENTIAL INVESTMENT

The City of Woodland participated in the development of the Sacramento Valley Fair Housing Collaborative 2020-2024 Analysis of Impediments to Fair Housing Choice (AI), which identifies challenges related to affordability and changes in homeownership as two of the city’s barriers to housing choice. The AI also includes a review of the city’s existing zoning code and identifies policies that may limit the development of affordable housing in the region.

The harm caused by segregation is manifest in disproportionate housing needs and differences in economic opportunity

Historical patterns of segregation in the region have resulted in disproportionate housing needs, homeownership rates, poverty rates, and access to opportunity among members of protected classes. In the City of Woodland, the homeownership rate among White households and Black or African American households differed by more than 30 percentage points.

Affordable rental options in the region are increasingly limited

Growth in the region has led to increasingly limited affordable rental options for low-income households. This, combined with constraints on affordable housing development and preservation that range from lack of funding, cost of development or preservation, public policies and processes, and lack of adequate infrastructure for infill redevelopment, all contribute to the shortages found in the affordable rental market. Lastly, many landlords refuse to accept households using Housing Choice Vouchers or other subsidies, leading to a concentration of voucher households in certain neighborhoods that often lack access to economic opportunity.

Stricter rental policies further limit options

Renters are frequently subject to certain requirements to qualify for units, such as 3x income requirements, where households must earn 3x or more than the monthly rent in order to obtain housing. This requirement is discriminatory to those with alternative “unearned” sources of income, such as persons with disabilities who rely on social security disability payments or those receiving child support/alimony payments. Additionally, strict policies regarding those with criminal histories often fail to take into account the severity of the crime or the time period in which it occurred, disproportionately impacting persons of color, persons with mental illness, and persons in recovery.

Disparities in the ability to access homeownership exist

Analysis of home lending data found that non-White households are more likely to be denied loans than their White counterparts for all loan purposes, including home repairs, purchase, or refinance.

Public transportation has not kept up with growth

A lack of access to affordable public transportation outside of the downtown Sacramento region presents a large barrier to economic opportunity and limits housing choice, particularly for households without access to a vehicle.

Regulatory analysis and associated limitations

Although zoning ordinances and land use codes play an important role in regulating the health and safety of the built environment, overly restrictive codes can negatively impact housing affordability and housing choice within a jurisdiction. In the regulatory analysis section of the 2020-2024 AI, the zoning ordinance of the City of Woodland was not found to be facially exclusionary. However, there are opportunities for the City to modify the ordinance to further remove barriers to the development of affordable housing across all residential zones. For example, to encourage more infill development in the traditionally low-density neighborhoods, minimum lot sizes could be further reduced, parking standards relaxed, conversion of established dwellings to multifamily dwellings permitted, and height restrictions relaxed to allow for more density on the same footprint. This would potentially allow for increase of the supply of housing, which helps put downward pressure on rental prices, so that low- and moderate-income families

have access to those neighborhoods and all the benefits that come with higher opportunity areas such as access to jobs, better schools, access to transportation, and access to cultural and public amenities.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

INTRODUCTION

This section outlines the employment, labor force, and educational attainment data for Woodland which informed the development of priorities and goals in this Plan.

ECONOMIC DEVELOPMENT MARKET ANALYSIS

BUSINESS ACTIVITY

TABLE 41 - BUSINESS ACTIVITY

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	1,458	1,133	7	6	-1
Arts, Entertainment, Accommodations	2,559	1,927	13	11	-2
Construction	1,416	1,099	7	6	-1
Education and Health Care Services	3,555	3,224	18	18	1
Finance, Insurance, and Real Estate	960	628	5	4	-1
Information	261	53	1	0	-1
Manufacturing	1,770	2,057	9	12	3
Other Services	754	467	4	3	-1
Professional, Scientific, Management Services	1,400	701	7	4	-3

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Public Administration	0	0	0	0	0
Retail Trade	2,717	2,394	13	14	0
Transportation and Warehousing	1,098	1,902	5	11	5
Wholesale Trade	930	954	5	5	1
Total	18,878	16,539	--	--	--
<i>Data Source: 2016-2020 ACS (Workers), 2020 Longitudinal Employer-Household Dynamics (Jobs)</i>					

LABOR FORCE

TABLE 42 - LABOR FORCE

Total Population in the Civilian Labor Force	29,975
Civilian Employed Population 16 years and over	28,580
Unemployment Rate	4.63
Unemployment Rate for Ages 16-24	17.09
Unemployment Rate for Ages 25-65	2.47
<i>Data Source: 2016-2020 ACS</i>	

TABLE 43 – OCCUPATIONS BY SECTOR

Occupations by Sector	Number of People Median Income
Management, business and financial	6,625
Farming, fisheries and forestry occupations	1,040
Service	3,420
Sales and office	5,170
Construction, extraction, maintenance and repair	3,510
Production, transportation and material moving	2,150
<i>Data Source: 2016-2020 ACS</i>	

TRAVEL TIME

TABLE 44 - TRAVEL TIME

Travel Time	Number	Percentage
< 30 Minutes	17,740	68%
30-59 Minutes	6,810	26%
60 or More Minutes	1,679	6%
Total	26,229	100%
<i>Data Source: 2016-2020 ACS</i>		

EDUCATION

TABLE 45 - EDUCATIONAL ATTAINMENT BY EMPLOYMENT STATUS

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	3,540	110	1,575
High school graduate (includes equivalency)	5,530	315	2,010
Some college or Associate's degree	7,525	125	1,950
Bachelor's degree or higher	7,150	220	1,195
<i>Data Source: 2016-2020 ACS</i>			

EDUCATIONAL ATTAINMENT BY AGE

TABLE 46 - EDUCATIONAL ATTAINMENT BY AGE

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	140	135	550	1,995	1,160
9th to 12th grade, no diploma	775	615	765	1,165	465
High school graduate, GED, or alternative	1,720	2,335	2,155	3,355	1,800
Some college, no degree	2,290	2,430	1,725	3,070	1,475
Associate's degree	565	665	560	1,225	695
Bachelor's degree	540	1,570	1,605	2,195	1,295
Graduate or professional degree	120	715	1,030	1,460	1,095
<i>Data Source: 2016-2020 ACS</i>					

EDUCATIONAL ATTAINMENT – MEDIAN EARNINGS IN THE PAST 12 MONTHS

TABLE 47 – MEDIAN EARNINGS IN THE PAST 12 MONTHS

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	26,183
High school graduate (includes equivalency)	39,318
Some college or Associate's degree	42,099
Bachelor's degree	49,690
Graduate or professional degree	76,433
<i>Data Source: 2016-2020 ACS</i>	

BASED ON THE BUSINESS ACTIVITY TABLE ABOVE, WHAT ARE THE MAJOR EMPLOYMENT SECTORS WITHIN YOUR JURISDICTION?

As shown in the Business Activity table above, the employment sectors in Woodland with the largest number of jobs are education and health care services (3,224 jobs or 18% of all jobs); retail trade (2,394 jobs or 14%), and manufacturing (2,057 jobs or 12%).

The sectors in which most people work somewhat reflect these major employment sectors. The largest numbers of workers are employed in education and health care services (3,555 workers or 18% of all workers); retail trade (2,717 workers or 13%); and arts, entertainment, and accommodations (2,559 workers or 13%).

The largest mismatches between the share of workers (i.e., employed residents) and the share of jobs by sector is in transportation and warehousing (+5 percentage point difference in the share of jobs and the share of workers). In this way, transportation and warehousing workers make up a smaller proportion of the population in the city of Woodland than do transportation and warehousing jobs of city's jobs, indicating that these workers live outside Woodland but commute into the city for employment. Differences between the share of workers and share of jobs by sector are 3 percentage points or less in all other sectors.

DESCRIBE THE WORKFORCE AND INFRASTRUCTURE NEEDS OF THE BUSINESS COMMUNITY:

The Economic Development element of the City of Woodland's 2035 General Plan identifies goals stemming from needs related to workforce and business infrastructure. Workforce development and infrastructure needs and goals identified include:

- Economic Growth
 - Support a wide range of economic activity in Woodland that capitalizes on the city's location, strengthens the City's tax base, and supports and enhances quality of life.
- Fiscal Sustainability
 - Achieve fiscal sustainability while providing core public services and maintaining public facilities and infrastructure.
- Strategic Land Uses and Development
 - Recognize the important roles that land uses and development play in the City's economic success and fiscal health. Consider economic benefits and costs and long-term community needs in land use decisions, and reserve sites for designated uses.
- Support Businesses in Woodland
 - Facilitate retention, expansion, attraction, and formation of businesses in Woodland that will serve Woodland residents, increase job creation, and meet the city's economic development objectives.
- Promote Job Growth and Diversification in Woodland

- Promote expansion, attraction, and formation of jobs in Woodland across diverse economic sectors.
- Tourism in Woodland
 - Promote tourism as part of Woodland’s economic base.
- Strong Partnerships
 - Foster strong working relationships and continue to partner with businesses and employers, non-profit and private sector organizations, higher education and training institutions, and other public agencies in Woodland and in the region on economic development efforts.

DESCRIBE ANY MAJOR CHANGES THAT MAY HAVE AN ECONOMIC IMPACT, SUCH AS PLANNED LOCAL OR REGIONAL PUBLIC OR PRIVATE SECTOR INVESTMENTS OR INITIATIVES THAT HAVE AFFECTED OR MAY AFFECT JOB AND BUSINESS GROWTH OPPORTUNITIES DURING THE PLANNING PERIOD. DESCRIBE ANY NEEDS FOR WORKFORCE DEVELOPMENT, BUSINESS SUPPORT OR INFRASTRUCTURE THESE CHANGES MAY CREATE.

Plans for economic and workforce development in Woodland and the region are likely to impact job and business growth over the planning period. The goals outlined above from the Economic Development Element of the 2035 Woodland General Plan have the potential to shape the local economy, particularly those surrounding diversification of employment types and the promotion of tourism as an addition to the economic base. Additionally, some traded sector industries are likely to see a decline due to increased use of automation and technology (for example, manufacturing, warehouse and distribution).

Socioeconomic changes anticipated over the next several years are also likely to impact workforce needs and job growth opportunities in Woodland. Affordable housing, including housing near job centers, will be an increasingly important component to supporting workforce and business attraction and retention. Stakeholders consulted as part of this planning process emphasized the need for affordable housing that is close to jobs, resources, and transportation, including a need for a variety of housing types and sizes. This housing is of particular need for seniors, people with disabilities, people transitioning from homelessness, and people living with HIV/AIDS. With increasing demand for housing in the region, affordable housing near employment opportunities, resources, and transportation is becoming more difficult to find, and low-income residents are often unable to access areas of higher opportunity or are displaced by rising housing costs.

HOW DO THE SKILLS AND EDUCATION OF THE CURRENT WORKFORCE CORRESPOND TO EMPLOYMENT OPPORTUNITIES IN THE JURISDICTION?

The Economic Development Element of the 2035 Woodland General Plan identifies a mismatch between education and jobs as a potential barrier to economic growth, which it counters with the following goal:

The City will increase its ability to grow and attract high-wage employers by investing in relevant education and training to increase the number of well-educated workers.

As a subset goal of the Strategic Land Use and Development need mentioned above, the City lists a goal to “increase the opportunities for educating and training the workforce to meet the demands of employment by working with employers and business educators”. As a subset of the Promoting Job Growth and Diversification need, the City lists a goal to “cultivate a skilled, educated, and well-trained workforce by supporting school and college programs that produce increased educational attainment and relevant job skills that appeal to existing and future businesses”. Finally, the City additionally lists a goal to further industry-education partnerships.

DESCRIBE ANY CURRENT WORKFORCE TRAINING INITIATIVES, INCLUDING THOSE SUPPORTED BY WORKFORCE INVESTMENT BOARDS, COMMUNITY COLLEGES AND OTHER ORGANIZATIONS. DESCRIBE HOW THESE EFFORTS WILL SUPPORT THE JURISDICTION'S CONSOLIDATED PLAN.

Most workforce training and development initiatives in Woodland are administered through Yolo County. These include the following:

- Yolo Employment Services (YES)
 - Provides an Adult Training Program (ATP) for adults with disabilities who wish to enter or progress in the workforce.
 - Provides a YES! To Employment program, which provides training in communication, interpersonal skills, time management, organizational skills, social security benefits, dressing for success, self-advocacy, computer training, internship opportunities and more.
- Yolo County Office of Education
 - Offers career readiness and adult education programs.
- Yolo Works
 - A one-stop career center offering employment training and assistance.

DOES YOUR JURISDICTION PARTICIPATE IN A COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS)? IF SO, WHAT ECONOMIC DEVELOPMENT INITIATIVES ARE YOU UNDERTAKING THAT MAY BE COORDINATED WITH THE CONSOLIDATED PLAN? IF NOT, DESCRIBE OTHER LOCAL/REGIONAL PLANS OR INITIATIVES THAT IMPACT ECONOMIC GROWTH.

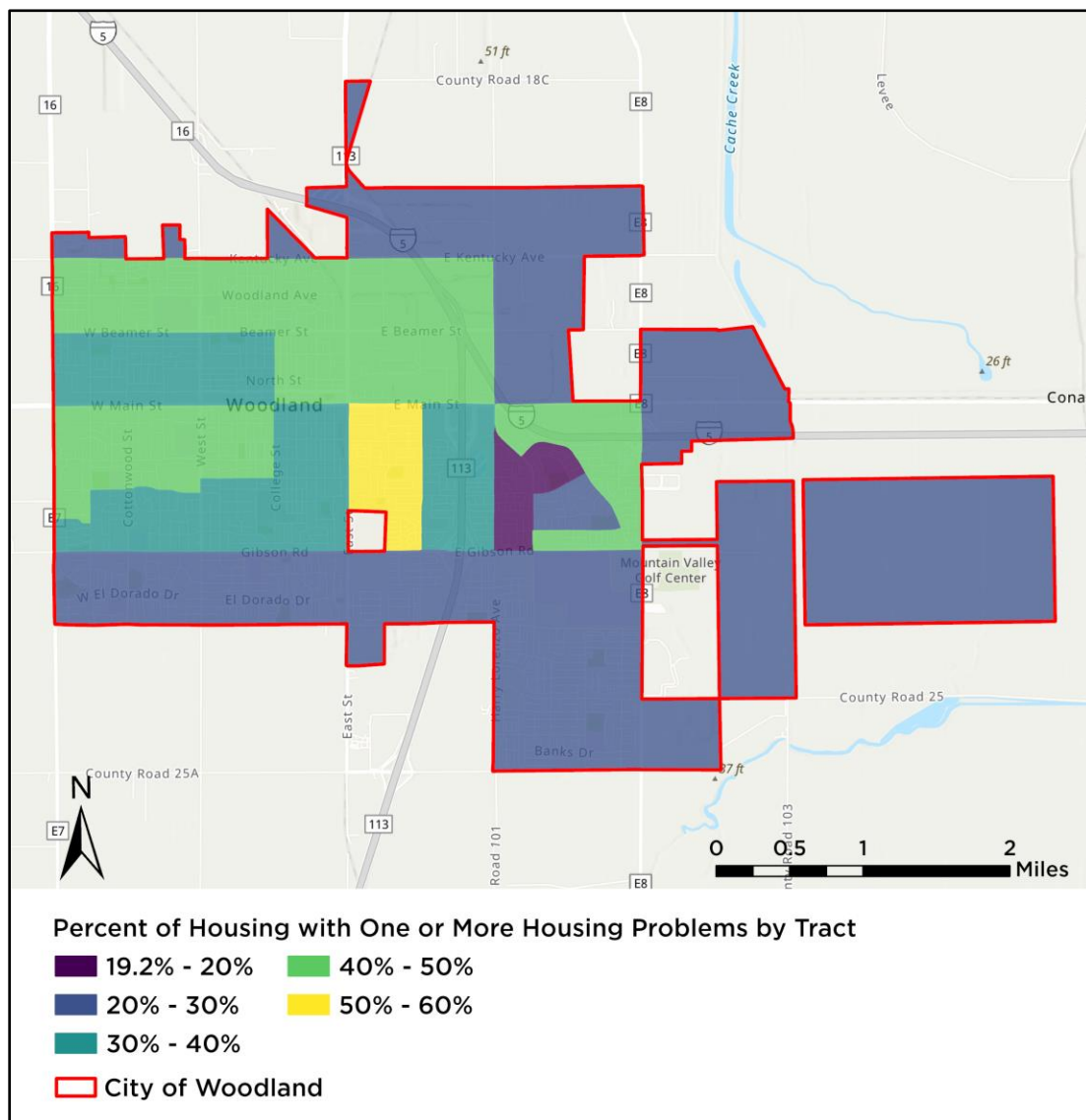
Economic growth and development within Woodland is shaped by the Economic Development Element of the 2035 Woodland General Plan. Details of relevant goals and needs identified by this plan are described above.

MA-50 Needs and Market Analysis Discussion

ARE THERE AREAS WHERE HOUSEHOLDS WITH MULTIPLE HOUSING PROBLEMS ARE CONCENTRATED? (INCLUDE A DEFINITION OF "CONCENTRATION")

HUD defines four types of housing problems: (1) cost burden of more than 30%, (2) more than 1 person per room, (3) lack of complete kitchen facilities, and (4) lack of complete plumbing facilities. Figure 1 below shows the share of households within each census tract that have at least one of these housing problems. A concentration of households with housing needs is defined as a census tract where more than 40% of households have at least one housing need. Using this definition, there are 5 census tracts with a concentration of housing problems in the city (Figure 1). Rates of housing needs in these tracts range from a low of 42.72% in Tract 111.01, located in the western region of the city, to a high of 52.16% in Tract 111.02, located between Main St and Gibson Rd.

FIGURE 2. PERCENT OF HOUSEHOLDS WITH ONE OR MORE HOUSING PROBLEMS BY TRACT IN WOODLAND



Data Source: 2013-2017 CHAS

ARE THERE ANY AREAS IN THE JURISDICTION WHERE RACIAL OR ETHNIC MINORITIES OR LOW-INCOME FAMILIES ARE CONCENTRATED? (INCLUDE A DEFINITION OF "CONCENTRATION")

HUD uses a research methodology known as "racially/ethnically concentrated areas of poverty (R/ECAPs)", which identifies tracts that have:

- A non-white population of 50% or more;

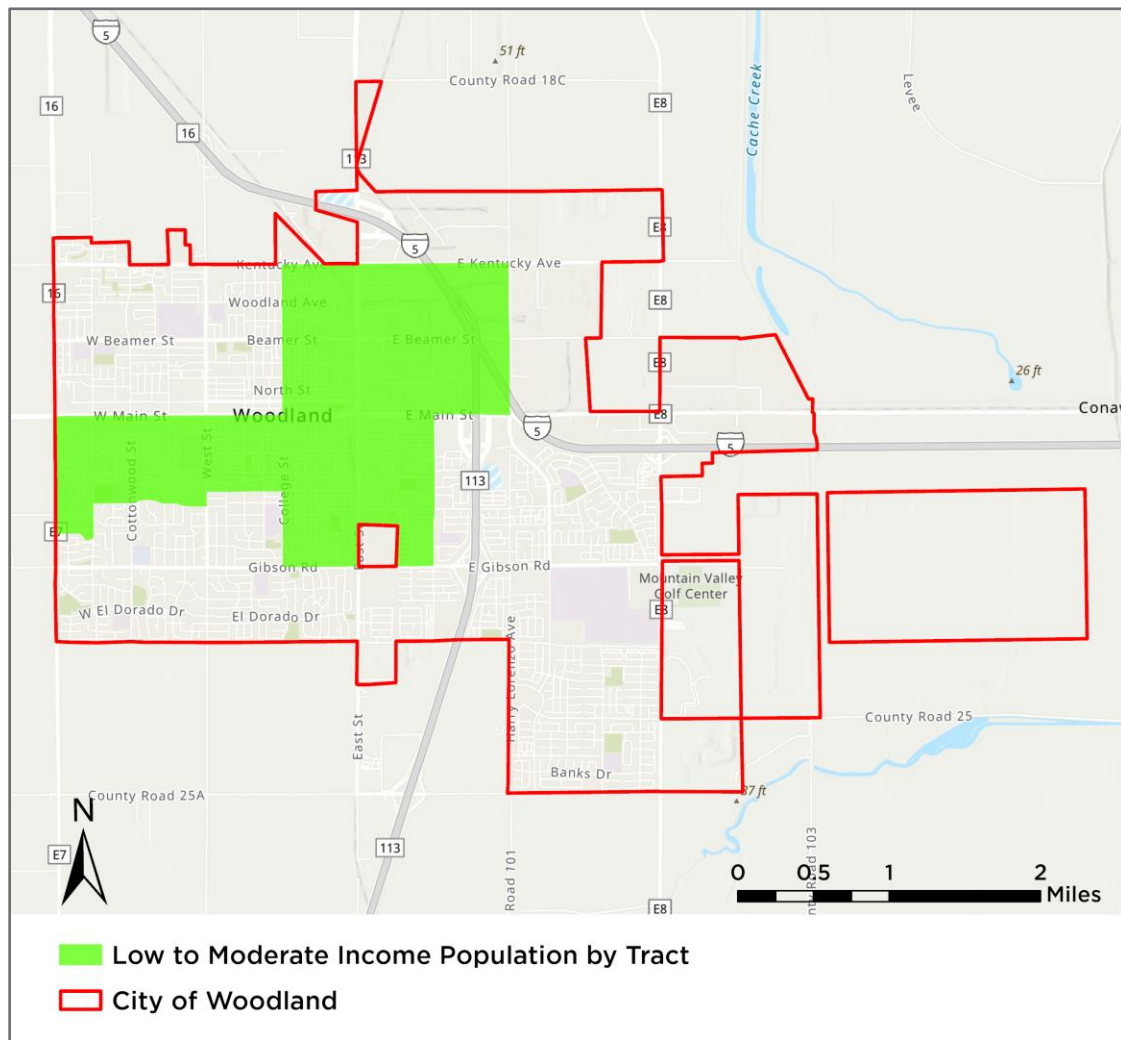
- A poverty rate of more than 40% or 3 times more (>3x) than the average tract poverty rate for the MSA, whichever threshold is lower.²⁷

Using this definition and the latest 2019-2023 ACS data, there are no tracts considered R/ECAPs in the City of Woodland.

With respect to CDBG-funded activities that principally benefit low- and moderate-income persons, at least 51% of the activity's beneficiaries must be low- to moderate-income. Updated HUD data was recently released in 2024 identifying census tracts where at least 51% of the population is low- to moderate-income based on 2016-2020 ACS 5-Year Estimates. These four tracts in Woodland are included in Figure 3 and are located along the city's Main St. They include tracts 108, 110.01, 111.01, and 111.02.

²⁷ Damiano, Tony, Jason Hicks, and Edward G. Goetz. "Racially Concentrated Areas of Affluence: A Preliminary Investigation." (2017). <https://www.huduser.gov/portal/periodicals/cityscpe/vol21num1/ch4.pdf>

FIGURE 3. TRACTS WHERE 51% OR MORE OF THE POPULATION IS LOW- AND MODERATE-INCOME



Data Source: HUD LMI Data from 2016-2020 ACS 5-Year Estimates

WHAT ARE THE CHARACTERISTICS OF THE MARKET IN THESE AREAS/NEIGHBORHOODS?

Tracts 108 and 111.02 are considered Woodland Opportunity Zones (OZs), which were created by the 2017 Tax Cuts and Jobs Act to encourage investment and economic development in low-income communities through tax benefits.²⁸

²⁸ City of Woodland, "Opportunity Zone," <https://www.cityofwoodland.gov/1144/Opportunity-Zone>

ARE THERE ANY COMMUNITY ASSETS IN THESE AREAS/NEIGHBORHOODS?

There are several community assets in the low-mod census tracts mentioned above, which include the Woodland Police and Fire Department, DMV, Yolo County Courthouse, along with several schools, parks, and churches.

ARE THERE OTHER STRATEGIC OPPORTUNITIES IN ANY OF THESE AREAS?

As mentioned previously, the Opportunity Zones provide strategic opportunities for investors and business owners to receive tax benefits on capital gains. The longer the investment period, the greater the tax break.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

DESCRIBE THE NEED FOR BROADBAND WIRING AND CONNECTIONS FOR HOUSEHOLDS, INCLUDING LOW- AND MODERATE-INCOME HOUSEHOLDS AND NEIGHBORHOODS.

Broadband connectivity is a vital community resource that offers citizens access to employment, education, and other personal enrichment opportunities found through the internet. In 2015, the FCC defined broadband as internet access with download speeds of 25 Megabits per second (Mbps) and upload speeds of 3 Mbps (otherwise noted as 25/3). With broadband access, internet users can partake in file downloading, video streaming, email, and other critical features necessary for online communication.

Disparities in broadband access – particularly for low-to-moderate households – can create a “digital divide” that limits users’ personal and professional opportunities. The FCC reports that “Internet adoption appears to have an even stronger correlation to health outcomes, even after controlling statistically for other potentially confounding factors, such as education, income, and rurality”²⁹, meaning that a lack of internet access disproportionately impacts health and possibly even lifespan of low- and moderate-income communities. In addition, a lack of internet access can intensify other barriers to upward mobility, such as education, employment, and general access to information and resources.

A 2024 study from the Pew Research Center found that only 57% of very low-income households and 76% of low- to moderate-income households reported having high-speed internet access at home, in

²⁹ <https://www.fcc.gov/health/sdoh/studies-and-data-analytics>

comparison to 95% of households in the highest income bracket³⁰. This is especially troubling in a post COVID era – A 2021 report from the Pew Research Center noted that 90% of American adults viewed internet access as important or essential in completing daily tasks post COVID³¹, while another 2021 Pew report found that as many as 30% of US students and 10% of teachers lacked adequate internet access to transfer to online learning during the COVID-19 pandemic³². Finally, a 2024 report from the National Bureau of Economic Research found that increased high-speed internet access resulted in a reduction in mental and physical health conditions as well as a reduction in deaths from suicide by increasing economic conditions as “zip codes that gain access to broadband internet see increases in the numbers of employees and establishments”³³. With these facts in mind, broadband access is an important factor in building and promoting equity and accessibility among low- and moderate-income residents.

Woodland has a considerable history of past efforts in increasing equity in broadband access. Yolo County and four cooperating cities, including the City of Woodland, are currently in the process of conducting “a collaborative broadband planning study coordinated by Yolo LAFCo to determine how we can best ensure that our businesses, residents community anchors have access to affordable, high-quality and high-speed broadband services that will meet their long-term needs”³⁴. The County’s previous Broadband Action Plan was published in 2015 and included the following action items for the City of Woodland³⁵:

- Recommendation 1: The City should continue to develop its broadband infrastructure to reduce internal costs, expand capabilities and protect against future cost increases by:
 - Developing a GIS-based map that identifies the City locations that should be interconnected including the City’s current infrastructure;
 - Installing conduit with all public projects;
 - Expanding the City’s capability in negotiating agreements for private providers to utilize the City’s infrastructure for public benefit; and
 - Coordinating with other local public agencies (i.e. WJUSD, Woodland Community College, YCTD, Yolo County, Yolo County Housing, Yolo County Office of Education, etc.) as potential users of the City’s infrastructure.
- Recommendation 2: The City needs to work with local broadband providers to ensure business corridors are equipped with the necessary broadband services to support the City’s economic development needs as follows:

³⁰ <https://www.pewresearch.org/internet/2024/01/31/americans-use-of-mobile-technology-and-home-broadband/>

³¹ <https://www.pewresearch.org/internet/2021/09/01/the-internet-and-the-pandemic/>

³² <https://www.edweek.org/technology/acting-fcc-chair-the-homework-gap-is-an-especially-cruel-reality-during-the-pandemic/2021/03>

³³ <https://www.nber.org/papers/w32517>

³⁴ <https://www.yololafco.org/yolo-broadband>

³⁵chrome-extension://efaidnbmninnbpcajpgclclefindmkaj/https://www.yololafco.org/files/cbeb23541/YoloLAFCoBroadbandStrategicPlanFINAL+03.26.15.pdf

- Actively market and make any City-owned infrastructure available for use by broadband providers;
- Coordinate with Yolo County to identify infrastructure to serve agricultural businesses surrounding Woodland, potentially using wireless to reach these organizations;
- Equip business corridors with City-owned broadband infrastructure in the areas identified in the Demand Areas for Expanded Broadband Services, as detailed in the Woodland Community Profile
 - Developing relationships with broadband providers who will utilize City-owned infrastructure; and
 - Making this infrastructure available to broadband providers on a non-discriminatory basis.

The updated Broadband Action Plan will focus on predicting and planning for next-generation internet access needs.

Yolo County is also a participating member of the Connected Capital Area Broadband Consortia (CCABC), whose goal is to work alongside other regional consortia to achieve 98% broadband access within each region³⁶. The CCABC routinely receives grants from the California Public Utilities Commission (CPUC) which are used to manage the Consortia and its activities. Finally, a 2020-2022 series of Yolo County Policy Discussion workshops on broadband equity conducted by the Woodland Technology Alliance resulted in this community-generated definition of equity in broadband access³⁷:

“Equal access to broadband internet at an affordable rate for all members of the community to be able to meet their needs for work, school, and entertainment, regardless of demographics, geography, or socioeconomic status.”

DESCRIBE THE NEED FOR INCREASED COMPETITION BY HAVING MORE THAN ONE BROADBAND INTERNET SERVICE PROVIDER SERVE THE JURISDICTION.

Competition generated through having more than one broadband internet service provider serves to ensure that providers keep pricing and service quality competitive, which is especially important for low- and moderate-income residents. A lack of competition among providers may result in higher prices and unserved areas. Despite Woodland’s history of broadband initiatives, the 2019-2023 American Community Survey reports that nearly 10% of Woodland residents do not have any type of internet service subscription at home. For very low-income residents earning \$20,000 or less per year this number jumps to 28.1%. 16.8% of residents earning \$20,000-\$75,000 per year have no internet access, while just 2.4%

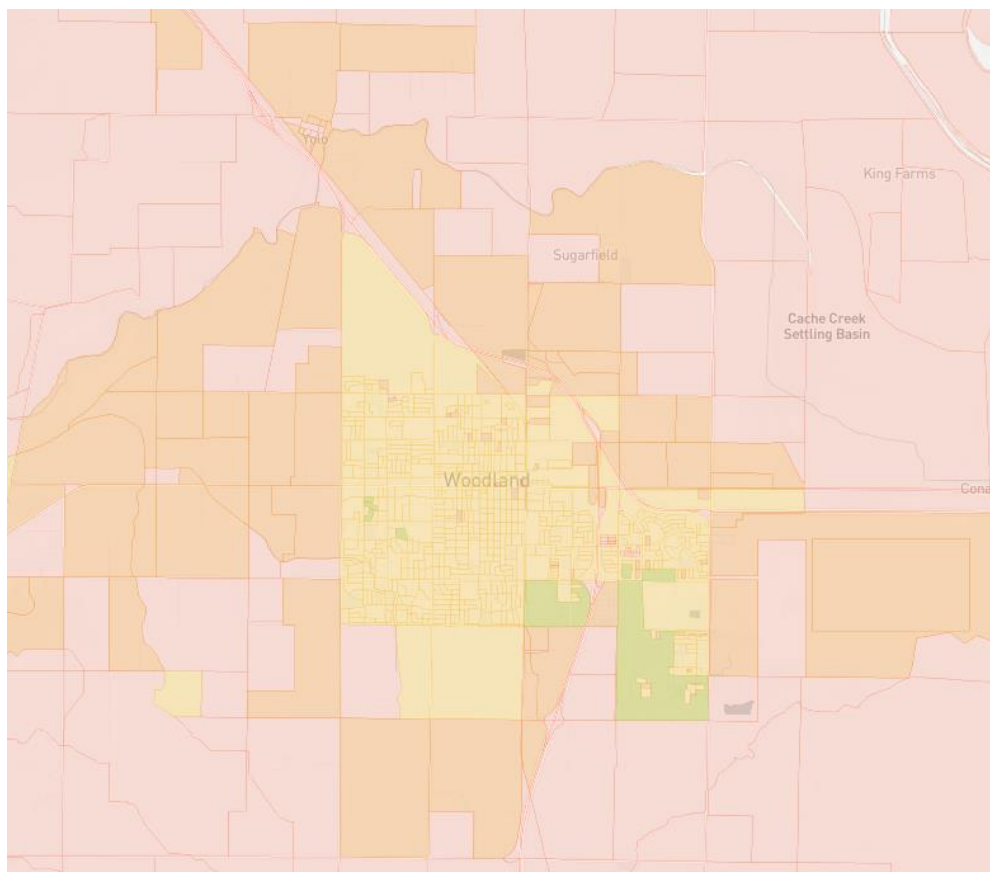
³⁶ <https://www.valleyvision.org/regional-broadband-consortia-powers-up-for-three-more-years/>

³⁷ <http://woodlandtech.org/index.php?go=broadband>

of residents earning over \$75,000 per year are without internet access, highlighting the significance of affordability in internet access³⁸.

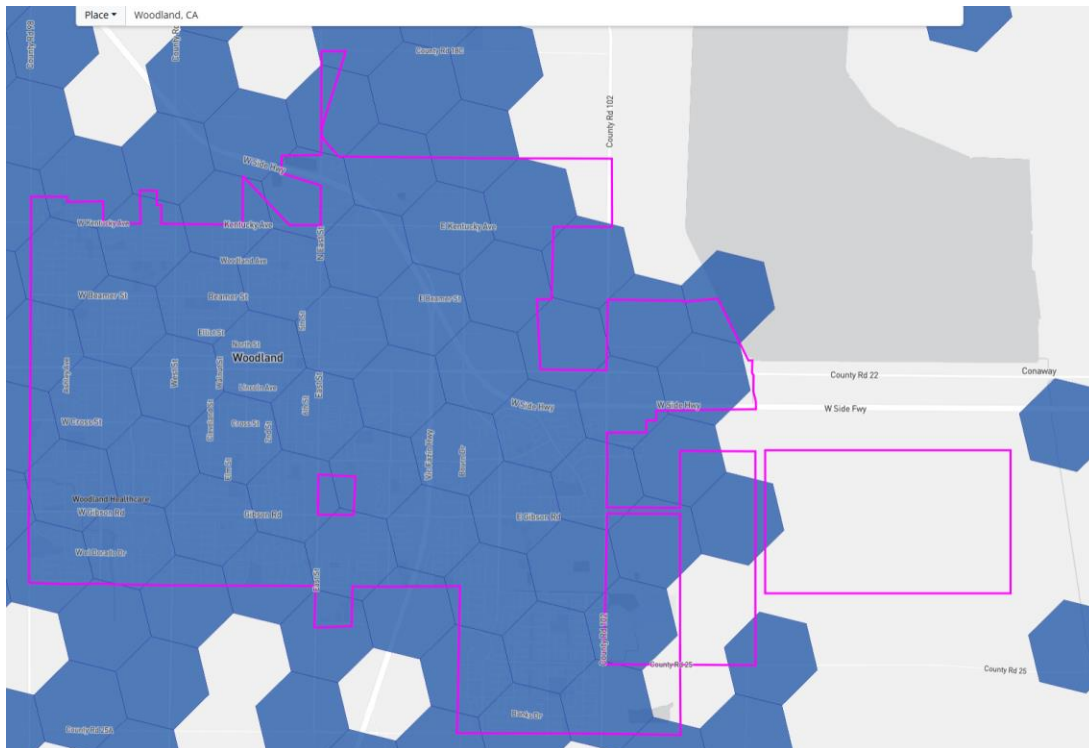
One source of data on broadband access comes from the website BroadbandNow, which exists to help people discover broadband options in every area. This site ranks California 11th out of 50 for high-speed internet access among U.S. states, stating that 96% of California residents have access to 100 Mbps broadband; however, only 90% of residents have access to low-priced broadband. Yolo County has a lower broadband access rate than the state as a whole, with 91.8% of residents having access.

The map below, provided by BroadbandNow, depicts internet affordability in the area: green indicates a minimum price of \$55 per month, yellow to orange indicates a minimum price of \$69.95 per month, and red indicates areas in which no providers were found. Number of providers follows a similar pattern, with areas with lower minimum prices reporting more providers and areas with higher minimum prices reporting fewer providers.



³⁸ 2019-2023 American Community Survey, table S2801

Another source of coverage data is the FCC's National Broadband Map. This map contains less detail than that shown by BroadbandNow but draws similar conclusions to the map depicted above, showing that east Woodland in particular has a need for increased broadband provision:



In summary, the majority of the City of Woodland has adequate broadband access; however, the lowest prices found within the City started at \$55/month. This cost may be unaffordable to low- and moderate-income residents, especially those on fixed incomes. Initiatives such as increasing competition among providers, investigating opportunities for broadband offered as a City or County utility, or creating broadband assistance funds for low- to moderate-income residents may help to narrow the digital divide in Woodland.

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

DESCRIBE THE JURISDICTION'S INCREASED NATURAL HAZARD RISKS ASSOCIATED WITH CLIMATE CHANGE.

Hazard mitigation within Woodland is managed by Yolo County through the 2024-2029 Yolo County Multi-Jurisdictional Hazard Mitigation Plan, which includes the City of Woodland. This plan was approved by FEMA in October 2024 and includes the following goals:

- Goal 1: Protect Life
- Goal 2: Protect Property and Infrastructure
- Goal 3: Foster an economy that promotes mitigation and recovery
- Goal 4: Promote a healthy and equitable environment
- Goal 5: Promote public awareness of hazard risk and mitigation

The plan lists the following natural hazards which are considered to have a risk level higher than “negligible” to the jurisdiction:

- Wildfire (high risk)
- Drought (moderate risk)
- Extreme heat (moderate risk)
- Flooding (moderate risk)
- High wind (possible risk)
- Earthquake (possible risk)
- Freezing weather (possible risk)

DESCRIBE THE VULNERABILITY TO THESE RISKS OF HOUSING OCCUPIED BY LOW- AND MODERATE-INCOME HOUSEHOLDS BASED ON AN ANALYSIS OF DATA, FINDINGS, AND METHODS.

The 2024-2029 Yolo County Multi-Jurisdictional Hazard Mitigation Plan assessed the following populations which may be disproportionately vulnerable to natural hazards³⁹:

- Homeless or unhoused: 700 individuals based on data collected in 2023.
- Infants and children under age five: 23% (51,000) of Yolo County residents but projected to increase to 52,329 by 2060.
- Elderly (65 and older): 13.5% of Yolo County residents but estimated to increase 172.68% during the period of 2010-2060.

³⁹ <https://www.yolocounty.gov/home/showpublisheddocument/80652/638542986664800000>

- Individuals with disabilities: 6.8% of Yolo County residents, under the age of 65.
- Individuals' dependent on medical equipment: 0.5% of Yolo County residents are dependent on electrical medical equipment, while 15% are Medicare beneficiaries dependent on medical equipment.
- Residents living in mobile homes (3.1% of Woodland's population⁴⁰).
- Lower income residents (8.1% of Woodland's population lives below the poverty line⁴¹).
- Residents of nursing homes or elder care facilities are also vulnerable (approximately 300-400 people⁴²).

The Plan then identifies the following mitigation objectives in order to mitigate risk to these vulnerable groups, as well as the population as a whole:

1. Consider the impacts of hazards on future land use decisions in Yolo County by coordinating with other planning mechanisms, including the General Plan and land use code developments.
2. Protect and sustain reliable local emergency operations and communication facilities during and after a disaster.
3. Develop new or enhance existing early warning response systems.
4. Seek to enhance emergency response capabilities through improvements to infrastructure and City programs.
5. Seek to enhance our understanding of how hazards and disasters may disproportionately impact certain members of our community and identify ways to build community resilience.
6. Seek mitigation projects that provide the highest degree of hazard protection at the least cost.
7. Seek to update information on hazards, vulnerabilities, and mitigation measures by coordinating planning efforts and creating partnerships with appropriate local, state, and federal agencies.
8. Seek to implement codes, standards, and policies that will protect life, property and quality of life including environmental, historic, and cultural resources from the impacts of hazards within Yolo County.
9. Educate the community on preparedness for and mitigation of potential impacts of hazards to Yolo County.
10. Encourage retrofit, purchase, or relocation of structures in high hazard areas, including those known to be repetitively damaged.
11. Eliminate or minimize disruption of local government operations caused by known hazards.
12. Consider open space land uses within identified high-hazard risk zones.
13. Retrofit, acquire, or relocate identified high-risk structures, including those known to experience repetitive losses.
14. Establish a partnership among appropriate levels of government and the business community to improve and implement methods to protect property.

⁴⁰ 2019-2023 American Community Survey, table DP04

⁴¹ 2019-2023 American Community Survey, table S1701

⁴² 2020 DEC redistricting data, table P5

15. Encourage hazard mitigation measures that promote and enhance natural processes and minimize adverse impacts on the ecosystem.
16. Promote and implement hazard mitigation plans and projects that are consistent with state, regional, and local climate action and adaptation goals, policies, and programs.

STRATEGIC PLAN



SP-05 Overview

STRATEGIC PLAN OVERVIEW

This strategic plan will guide the allocation of Woodland’s CDBG funding during the 2025-2029 planning period. Goals for the 2025-2029 period focus on high priority needs identified through data analysis, community input, consultation with City of Woodland staff and partner agencies, and a review of relevant recently completed plans and studies. The priority needs identified are:

1. Expanded Access to Affordable Housing
2. Provision of Community Services
3. Infrastructure and Public Facilities Improvements
4. Community Engagement, Planning, and Administration

The priority and goal sections of this strategic plan describe anticipated activities within each of several broader areas to which the City of Woodland will allocate funding. The City will rely on partnerships with local agencies and internal City departments to achieve its Consolidated Plan goals and address priority needs.

SP-10 Geographic Priorities – 91.215 (a)(1)

GEOGRAPHIC AREA

CDBG funds are available for use throughout Woodland, both in areas where the majority of residents have low- or moderate-incomes, or to serve low- or moderate-income residents living in any area of the city.

TABLE 48 - GEOGRAPHIC PRIORITY AREAS

Target Area:	Percentage of Funds
Citywide	100%

GENERAL ALLOCATION PRIORITIES

Input received during development of the 2025-2029 Five-Year Consolidated Plan emphasized the need to reduce affordable housing burdens and maintain the housing stock for low- and moderate-income families. Because families with needs, including needs related to homeowner housing repair/rehab, rental assistance, and first-time homeownership, may reside anywhere within Woodland, the City makes these programs available citywide. Public service activities designed to assist low- and moderate-income families, people who are homeless, and non-homeless special needs groups are generally located in areas

most accessible to the clientele being served, which often overlap with low- and moderate-income (LMI) census tracts.

SP-25 Priority Needs - 91.215(a)(2)

PRIORITY NEEDS

During the development of the Consolidated Plan, five priority needs were identified. Each of the needs is described in the table that follows along with a basis for its priority designation and the populations to be served.

TABLE 49 – PRIORITY NEEDS SUMMARY

1	Priority need	Expanded Access to Affordable Housing
	Priority level	High
	Population(s) served	Extremely low income Low income Moderate income Large family Families with children Elderly/frail elderly Public housing residents People with disabilities
	Geographic area(s) affected	Citywide
	Associated goal(s)	Improve Housing Access and Quality
	Description	Potential activities related to this priority may include: • Repair or rehabilitation of owner-occupied housing • Repair or rehabilitation of affordable rental housing • Construction/acquisition/rehabilitation of affordable for-sale or rental housing • Assistance to first-time homebuyers • Tenant-based rental assistance • Program delivery • Other housing activities that expand access and affordability for low- and moderate-income households
	Basis for priority	CHAS data analyzed for this Plan indicates that housing affordability is the most widespread need in the city. Through the survey, community members emphasized the need for construction of new affordable rental units, energy efficiency improvements to housing, family housing, and elderly or

		senior housing. Residents engaged in pop-up groups also emphasized that affordable housing is the number one issue in Woodland, and that expanding resources and assistance for renters is more important than expanding resources and assistance for homebuyers.
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2	Priority need	Provision of Community Services
	Priority level	High
	Population(s) served	Extremely low income Low income Moderate income Families with children Elderly People with disabilities Homeless individuals and families Victims of domestic violence
	Geographic area(s) affected	Citywide
	Associated goal(s)	Community Services
	Description	Potential activities related to this priority may include an array of public services designed to support low- and moderate-income households, children, victims of domestic violence, homeless individuals and families, and other special needs populations.
	Basis for priority	Community members identified homeless resources, employment training, food banks/ community meals, housing counseling, and after school services as areas of highest need.
3	Priority need	Infrastructure and Public Facility Improvements
	Priority level	High

	Population(s) served	Extremely low income Low income Moderate income People with disabilities Non-housing community development
	Geographic area(s) affected	Citywide
	Associated goal(s)	Infrastructure and Public Facility Improvements
	Description	Potential activities related to this priority include site development to support access to affordable housing, improvements to public infrastructure, or improvements to public facilities.
	Basis for priority	Site development assistance may be used to help reduce the cost of developing affordable housing. Survey participants also identified the need for street, road, or sidewalk improvements; homeless or domestic violence shelters; community parks, gyms or recreational fields; and youth centers.

4	Priority need	Community Engagement, Planning, and Administration
	Priority level	High
	Population(s) served	All
	Geographic area(s) affected	Citywide
	Associated goal(s)	Community Engagement, Planning, and Administration
	Description	Activities related to this priority include community planning and administration of the City of Woodland's CDBG programs and community engagement related to these programs. Additionally, fair housing education services to help residents and housing providers understand fair housing rights and responsibilities.
	Basis for priority	Program administration costs associated with the coordination and delivery of services to Woodland residents. Community feedback indicates a continued need for fair housing education

		and awareness of available community resources, including for those most at-risk of housing discrimination
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SP-30 Influence of Market Conditions – 91.215 (b)

INFLUENCE OF MARKET CONDITIONS

TABLE 50 – INFLUENCE OF MARKET CONDITIONS

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	High level of cost burdens among low-income households; waiting lists for assisted housing units; and need for short-term rental assistance for homeless individuals and families transitioning to permanent housing. Low vacancy rates and limited number of landlords who accept vouchers suggest support for new affordable housing construction instead of TBRA. The City is not planning to use these Federal funds for TBRA over the Consolidated Planning period.
TBRA for Non-Homeless Special Needs	High level of cost burdens among low-income households; waiting lists for assisted housing units; and need for short-term rental assistance for homeless individuals and families transitioning to permanent housing. Low vacancy rates and limited number of landlords who accept vouchers suggest support for new affordable housing construction instead of TBRA. The City is not planning to use these Federal funds for TBRA over the Consolidated Planning period.
New Unit Production	Age and condition of housing; waiting lists at existing assisted housing developments; high occupancy rates and rental rates; sales prices unaffordable to low/moderate income households.
Rehabilitation	Age and condition of housing; issues related to substandard housing, especially for low-income renters; need for home repairs for seniors and other homeowners, including lead-based paint remediation.
Acquisition, including preservation	Subsidized housing developments anticipated to age out of their affordability period; age, condition, and availability of multifamily properties suitable for acquisition/rehabilitation; vacant/hazardous buildings identified through code enforcement.

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

INTRODUCTION

The City of Woodland receives federal funding through the Community Development Block Grant (CDBG) program. The City will receive an anticipated \$473,643.00 in HUD grant funds for the 2025 program year (PY 2025), which runs from July 1, 2025, through June 30, 2026. The table below outlines anticipated funding levels by program and estimates additional grant funds to be received in the remaining four program years covered by the City's 2025-2029 Five-Year Consolidated Plan.

ANTICIPATED RESOURCES

TABLE 51 - ANTICIPATED RESOURCES

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public– Federal	Acquisition Admin and planning Economic development Housing Public improvements Public services Fair housing	\$473,643	\$0	\$0	\$473,643	\$1,894,572	The expected amount of CDBG funds available for the remainder of the Con Plan is estimated at four times the City's anticipated PY 2025 annual allocation.

EXPLAIN HOW FEDERAL FUNDS WILL LEVERAGE THOSE ADDITIONAL RESOURCES (PRIVATE, STATE AND LOCAL FUNDS), INCLUDING A DESCRIPTION OF HOW MATCHING REQUIREMENTS WILL BE SATISFIED

The City of Woodland uses its federal grant funds together with additional local resources to address priority needs. During PY 2025, the City will partner with local nonprofit organizations on a number of programs, with partner agencies supplementing CDBG grants with additional funding, staff time, and other organizational resources.

The City will partner with local nonprofit organizations and affordable housing developers to support affordable housing development, housing rehabilitation, public services, and homelessness programs in PY 2025. Partners leverage grant funds with private donations and other funding. Funding is also available through the California Department of Housing and Community Development and the National Housing Trust Fund, the Low-Income Housing Tax Credits program.

IF APPROPRIATE, DESCRIBE PUBLICLY OWNED LAND OR PROPERTY LOCATED WITHIN THE JURISDICTION THAT MAY BE USED TO ADDRESS THE NEEDS IDENTIFIED IN THE PLAN

N/A

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

TABLE 52 - INSTITUTIONAL DELIVERY STRUCTURE

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Woodland	Government	Economic Development Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities	Jurisdiction
Meals on Wheels Yolo County	Subrecipient	Non-homeless special needs public services	County
Yolo Community Care Continuum	Subrecipient	Non-homeless special needs public services	County
Yolo Wayfarer Center	Subrecipient	Homelessness	County
Empower Yolo	Subrecipient	Homelessness Non-homeless special needs public services	County
Yolo Food Bank	Subrecipient	Homelessness Non-homeless special needs public services	County
Short Term Emergency Aid Committee	Subrecipient	Homelessness Non-homeless special needs public services	Jurisdiction

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Yolo County Children's Alliance	Subrecipient	Non-homeless special needs public services	County
Northern California Children's Therapy Center	Subrecipient	Non-homeless special needs public services	Region
Legal Services of Northern California	Subrecipient	Homelessness Non-homeless special needs public services	Region
CommuniCare Health Centers	Subrecipient	Homelessness Non-homeless special needs public services	Jurisdiction
New Hope Community Development Corporation	Subrecipient	Rental	Jurisdiction
Homeless and Poverty Action Coalition	Continuum of Care	Homelessness Rental	Region
Yolo County Health and Human Services Agency	Government	Homelessness Non-homeless special needs public services	County
Yolo County Housing	PHA	Public Housing Rental	County

ASSESS OF STRENGTHS AND GAPS IN THE INSTITUTIONAL DELIVERY SYSTEM

The collaborative nature of Woodland's service provider network forming the institutional delivery system contains both inherent strengths and weaknesses. The inclusion of such a wide variety and large number of organizations, both public and private, is a clear strength as it increases both the capacity and the perspective of the institutional delivery system. However, this same factor may pose a weakness as it requires intense organization and collaboration to ensure 1) non-redundancy of services, 2) accurate and appropriate information sharing between organizations, and 3) some form of centralized resource access hub in order to direct residents in need of assistance to the correct organization(s). As long as the City of Woodland bears this in mind and remains proactive in regard to the increased need for collaboration

necessitated by widespread service provider networks, the format of the institutional delivery system will remain a strength.

AVAILABILITY OF SERVICES TARGETED TO HOMELESS PERSONS AND PERSONS WITH HIV AND MAINSTREAM SERVICES

TABLE 53 - HOMELESS PREVENTION SERVICES SUMMARY

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X	X	
Utilities Assistance	X		
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics			
Other Street Outreach Services		X	
Supportive Services			
Alcohol & Drug Abuse	X		
Child Care	X		
Education	X		
Employment and Employment Training	X		
Healthcare	X	X	
HIV/AIDS			X
Life Skills	X	X	
Mental Health Counseling	X	X	

Transportation	X	X	
Other			
Other			

DESCRIBE HOW THE SERVICE DELIVERY SYSTEM INCLUDING, BUT NOT LIMITED TO, THE SERVICES LISTED ABOVE MEET THE NEEDS OF HOMELESS PERSONS (PARTICULARLY CHRONICALLY HOMELESS INDIVIDUALS AND FAMILIES, FAMILIES WITH CHILDREN, VETERANS AND THEIR FAMILIES, AND UNACCOMPANIED YOUTH)

Through a partnership with and active participation in the jurisdiction's Continuum of Care, also known as HPAC, the City of Woodland is able to connect homeless residents to resources and shelter.

DESCRIBE THE STRENGTHS AND GAPS OF THE SERVICE DELIVERY SYSTEM FOR SPECIAL NEEDS POPULATION AND PERSONS EXPERIENCING HOMELESSNESS, INCLUDING, BUT NOT LIMITED TO, THE SERVICES LISTED ABOVE

As described in MA-30, Woodland serves its homeless residents primarily through partnerships with the HPAC CoC and other public and private entities. Strengths of this service delivery system include a diverse variety of organizations with independent resources, which may aid in creating additional safety nets for individuals who may require multiple resources. Weaknesses of the homelessness service delivery system lie primarily in a lack of funding, which hinders Woodland from being able to expand emergency shelter options.

PROVIDE A SUMMARY OF THE STRATEGY FOR OVERCOMING GAPS IN THE INSTITUTIONAL STRUCTURE AND SERVICE DELIVERY SYSTEM FOR CARRYING OUT A STRATEGY TO ADDRESS PRIORITY NEEDS

The City of Woodland will continue its current partnerships with HPAC and with other service providers and will continue to seek funding opportunities from a variety of sources in order to overcome gaps in the service delivery system.

SP-45 Goals Summary – 91.215(a)(4)

GOALS SUMMARY INFORMATION

TABLE 54 – GOALS SUMMARY

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve Housing Access and Quality	2025	2029	Affordable Housing	Citywide	Expanded Access to Affordable Housing	\$100,00	Rental units rehabilitated: 4 units
2	Provide Community Services	2025	2029	Community Services	Citywide	Provision of Community Services	\$255,232	Public service activities other than Low/Moderate Income Housing Benefit: 3,000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Improve Existing Infrastructure and Public Facilities	2025	2029	Non-Housing Community Development	Citywide	Infrastructure and Public Facility Improvements	\$1,539,339	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,200 Persons Assisted
4	Community Engagement, Planning, and Administration	2025	2029	Community Engagement, Planning, and Administration	Citywide	Community Engagement, Planning, and Administration	\$473,643	N/A

GOAL DESCRIPTIONS

Goal Name	Goal Description
Improve Housing Access and Quality	Improve standards of living by increasing access to safe and affordable housing through development, acquisition, or rehabilitation of affordable for-sale or rental housing; owner-occupied housing rehabilitation, such as roof repairs, minor home repairs, and rehabilitation/reconstruction; rental housing repair or rehabilitation; and housing assistance programs for low-income households.
Provide Community Services	Invest in the community by providing services to low- and moderate-income individuals that promote well-being and improved quality of life through projects and activities that support children and families, people experiencing or at-risk of homelessness, victims of domestic violence, or other non-homeless special needs groups.
Improve Existing Infrastructure and Public Facilities	Increase resident prosperity by supporting neighborhood revitalization through site development to facilitate access to affordable housing, improvements to or development of public infrastructure, or improvements to existing or development of new public facilities owned by the City of Woodland or partner agencies.
Community Engagement, Planning, and Administration	Improve the administration of funds for community development, housing, and homelessness activities by enhancing community engagement and providing activities for residents and housing providers that promote the advancement of fair housing.

ESTIMATE THE NUMBER OF EXTREMELY LOW-INCOME, LOW-INCOME, AND MODERATE-INCOME FAMILIES TO WHOM THE JURISDICTION WILL PROVIDE AFFORDABLE HOUSING AS DEFINED BY HOME 91.315(B)(2)

The City of Woodland expects to continue supporting emergency shelter services and permanent supportive housing programs using CDBG public services funding over the course of the 2025-2029 Consolidated Plan. Over the five-year period, the City estimates it will provide services to support the affordable housing needs of 660 extremely low-income, low-income, and/or moderate-income households.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

NEED TO INCREASE THE NUMBER OF ACCESSIBLE UNITS (IF REQUIRED BY A SECTION 504 VOLUNTARY COMPLIANCE AGREEMENT)

For affordable housing developments, the requirement is that 5% of the total development units are to be accessible units. The City of Woodland and the Yolo Housing Authority are not under a Voluntary Compliance Agreement.

ACTIVITIES TO INCREASE RESIDENT INVOLVEMENTS

The 2025-2029 Yolo County Housing 5-Year Agency Plan lists enhancing resident wellbeing and success as its first goal. The Plan lists the following strategies intended for use in achieving this goal:

- Increase the number of homeownership opportunities for residents/participants by 50% by Q4 2029, compared to a 2024 baseline.
- Improve resident/participant access to educational, community, and career advancement resources by increasing communication to residents/participants and holding quarterly events at each AMP by Q1 2027.
- Improve general quality of services provided to residents and participants.

IS THE PUBLIC HOUSING AGENCY DESIGNATED AS TROUBLED UNDER 24 CFR PART 902?

No

PLAN TO REMOVE THE 'TROUBLED' DESIGNATION

N/A

SP-55 Barriers to affordable housing – 91.215(h)

BARRIERS TO AFFORDABLE HOUSING

The City of Woodland participated in the development of the Sacramento Valley Fair Housing Collaborative 2020-2024 Analysis of Impediments to Fair Housing Choice (AI), which identifies challenges related to affordability and changes in homeownership as two of the city's barriers to housing choice. The AI also includes a review of the city's existing zoning code and identifies policies that may limit the development of affordable housing in the region.

The harm caused by segregation is manifest in disproportionate housing needs and differences in economic opportunity

Historical patterns of segregation in the region have resulted in disproportionate housing needs, homeownership rates, poverty rates, and access to opportunity among members of protected classes. In the City of Woodland, the homeownership rate among White households and Black or African American households differed by more than 30 percentage points.

Affordable rental options in the region are increasingly limited

Growth in the region has led to increasingly limited affordable rental options for low-income households. This, combined with constraints on affordable housing development and preservation that range from lack of funding, cost of development or preservation, public policies and processes, and lack of adequate infrastructure for infill redevelopment, all contribute to the shortages found in the affordable rental market. Lastly, many landlords refuse to accept households using Housing Choice Vouchers or other subsidies, leading to a concentration of voucher households in certain neighborhoods that often lack access to economic opportunity.

Stricter rental policies further limit options

Renters are frequently subject to certain requirements to qualify for units, such as 3x income requirements, where households must earn 3x or more than the monthly rent in order to obtain housing. This requirement is discriminatory to those with alternative “unearned” sources of income, such as persons with disabilities who rely on social security disability payments or those receiving child support/alimony payments. Additionally, strict policies regarding those with criminal histories often fail to take into account the severity of the crime or the time period in which it occurred, disproportionately impacting persons of color, persons with mental illness, and persons in recovery.

Disparities in the ability to access homeownership exist

Analysis of home lending data found that non-White households are more likely to be denied loans than their White counterparts for all loan purposes, including home repairs, purchase, or refinance.

Public transportation has not kept up with growth

A lack of access to affordable public transportation outside of the downtown Sacramento region presents a large barrier to economic opportunity and limits housing choice, particularly for households without access to a vehicle.

Regulatory analysis and associated limitations

Although zoning ordinances and land use codes play an important role in regulating the health and safety of the built environment, overly restrictive codes can negatively impact housing affordability and housing choice within a jurisdiction. In the regulatory analysis section of the 2020-2024 AI, the zoning ordinance of the City of Woodland was not found to be facially exclusionary. However, there are opportunities for the City to modify the ordinance to further remove barriers to the development of affordable housing across all residential zones. For example, to encourage more infill development in the traditionally low-density neighborhoods, minimum lot sizes could be further reduced, parking standards relaxed,

conversion of established dwellings to multifamily dwellings permitted, and height restrictions relaxed to allow for more density on the same footprint. This would potentially allow for increase of the supply of housing, which helps put downward pressure on rental prices, so that low- and moderate-income families have access to those neighborhoods and all the benefits that come with higher opportunity areas such as access to jobs, better schools, access to transportation, and access to cultural and public amenities.

STRATEGY TO REMOVE OR AMELIORATE THE BARRIERS TO AFFORDABLE HOUSING

Based on the City's 2023 Consolidated Annual Performance Evaluation Report (CAPER), the City has taken the following steps to address impediments that were identified in their 2020 AI:

- CDBG funding to support Yolo Community Care Continuum's New Dimensions Supportive Housing Program, which provides housing and supportive services for adults with mental illnesses
- Provided a City grant for the Phase 2 infrastructure for the 61-unit permanent supportive housing and 60-bed Walter's House treatment facility at the East Beamer Way campus
- City gifted land for the Permanent Supportive Housing Project and the Walter's House Substance Use Disorder Treatment Facility
- Short Term Emergency Aid Committee for emergency financial housing assistance to prevent homelessness

SP-60 Homelessness Strategy – 91.215(d)

INTRODUCTION

The City of Woodland is covered by the HMAAC Continuum of Care, a network of service providers that serve the region. This group brings together housing and service providers to meet the needs of individuals and families experiencing homelessness. Additionally, Woodland is a participant in the 2023-2026 Yolo County Plan to Address Homelessness (YCPAH). This plan lays out goals, steps, and plans by which participating jurisdictions may reduce homelessness.

DESCRIBE THE JURISDICTIONS ONE-YEAR GOALS AND ACTIONS FOR REDUCING AND ENDING HOMELESSNESS INCLUDING:

REACHING OUT TO HOMELESS PERSONS (ESPECIALLY UNSHELTERED PERSONS) AND ASSESSING THEIR INDIVIDUAL NEEDS

The YCPAH notes that outreach is an area of particular difficulty in the jurisdiction due to a lack of funding, staffing, and other resources. Goals and strategies listed within the Plan to increase and expand outreach efforts include the following:

- Facilitating an intercept mapping process for the homeless service system, which will “provide the opportunity to identify intercepts, or points along an individual’s or family’s engagement in the homelessness continuum of care, detailing where opportunities for engagement are and what types of resources are available at each point” and “offer” the opportunity to map out resources with partners while also working strategically to identify gaps and opportunities for improved outreach and coordination”.
- Developing a funding strategy to increase the capacity of prevention and diversion programs.
- Strengthening and expanding co-located or mobile behavioral health and physical health services that focus on people experiencing homelessness.
- Expanding mobile harm reduction services across the county with a focus on serving unsheltered people.
- Developing strategies to partner with more BIPOC-led organizations and organizations that hire people with lived experience.

ADDRESSING THE EMERGENCY AND TRANSITIONAL HOUSING NEEDS OF HOMELESS PERSONS

Goals listed within the YCPAH to address emergency and transitional homeless housing needs include:

- Increasing emergency shelter capacity to meet growing need.
- Identifying more sustainable funding sources for emergency shelter beds.
- Utilizing funds for emergency shelters that are tailored to people with behavioral health and substance use issues.
- Investing in the expansion of Coordinated Entry.

HELPING HOMELESS PERSONS (ESPECIALLY CHRONICALLY HOMELESS INDIVIDUALS AND FAMILIES, FAMILIES WITH CHILDREN, VETERANS AND THEIR FAMILIES, AND UNACCOMPANIED YOUTH) MAKE THE TRANSITION TO PERMANENT HOUSING AND INDEPENDENT LIVING, INCLUDING SHORTENING THE PERIOD OF TIME THAT INDIVIDUALS AND FAMILIES EXPERIENCE HOMELESSNESS, FACILITATING ACCESS FOR HOMELESS INDIVIDUALS AND FAMILIES TO AFFORDABLE HOUSING UNITS, AND PREVENTING INDIVIDUALS AND FAMILIES WHO WERE RECENTLY HOMELESS FROM BECOMING HOMELESS AGAIN.

Goals and strategies listed within the YCPAH to promote transitional and independent living include:

- Investing in alternative housing pilot models, including reviewing existing zoning laws and fees in search of opportunities to partner with participating cities.
- Engaging in marketing campaigns about the benefits of affordable housing developments in order to combat NIMBYism.
- Identifying sustainable funding sources for affordable housing developments.

HELP LOW-INCOME INDIVIDUALS AND FAMILIES AVOID BECOMING HOMELESS, ESPECIALLY EXTREMELY LOW-INCOME INDIVIDUALS AND FAMILIES WHO ARE LIKELY TO BECOME HOMELESS AFTER BEING DISCHARGED FROM A PUBLICLY FUNDED INSTITUTION OR SYSTEM OF CARE, OR WHO ARE RECEIVING ASSISTANCE FROM PUBLIC AND PRIVATE AGENCIES THAT ADDRESS HOUSING, HEALTH, SOCIAL SERVICES, EMPLOYMENT, EDUCATION OR YOUTH NEEDS

Goals and strategies listed within the YCPAH to prevent homelessness for vulnerable individuals include the following:

- Leveraging Intercept Mapping to promote awareness and to identify areas of need.
- Improving connections between health services and homeless housing services.
- Leveraging new healthcare policies and system change to provide whole-person services.
- Building system level capacity to lead efforts to address and prevent homelessness in Yolo County.
- Identifying and implementing a new homelessness risk assessment tool for Coordinated Entry.

SP-65 Lead based paint Hazards – 91.215(i)

ACTIONS TO ADDRESS LBP HAZARDS AND INCREASE ACCESS TO HOUSING WITHOUT LBP HAZARDS

The City of Woodland follows HUD’s Lead Safe Housing Rule requirements in all of its federally funded affordable housing development activities. The City will continue to conduct lead-based paint inspections as part of its exterior repair program and, if a hazard is found, complete remediation.

HOW ARE THE ACTIONS LISTED ABOVE RELATED TO THE EXTENT OF LEAD POISONING AND HAZARDS?

Following the Lead Safe Housing Rule requirements in federally funded housing activities reduces risk of lead poisoning and hazards. The Lead Safe Housing Rule is designed to reduce hazards relating to lead-based paint in housing, which include irreversible health effects, brain and nervous system damage, reduced intelligence, and learning disabilities. Children, pregnant women, and workers are most at risk of experiencing negative health effects resulting from exposure to lead-based paint hazards. More than 20 million homes built before 1978 contain lead-based paint hazards. For these reasons, it is vital that the City of Woodland reduce lead-based paint hazards in all federally funded housing activities.

HOW ARE THE ACTIONS LISTED ABOVE INTEGRATED INTO HOUSING POLICIES AND

PROCEDURES?

The City of Woodland integrates Lead Safe Housing Rule requirements into housing policies and procedures by following HUD's Lead Safe Housing Rule requirements in all of the City's federally-funded affordable housing development activities.

SP-70 Anti-Poverty Strategy – 91.215(j)

JURISDICTION GOALS, PROGRAMS AND POLICIES FOR REDUCING THE NUMBER OF POVERTY-LEVEL FAMILIES

An estimated 8.1% of Woodland’s total population, or about 4,911 people, are living below poverty level, as of the 2019-2023 American Community Survey 5-year estimates, which is lower than California’s rate of 12.0%. In comparison, about 12.4% of the United States population is living below the poverty level, slightly higher than California. However, community engagement participants emphasized their concerns over the rise of homelessness across the region and state due to housing affordability concerns.

Projects included in Woodland’s 2025 Annual Action Plan that seek to reduce the number of residents living under the federal poverty line include projects that provide low-income families, children, and seniors with access to fresh food, meals, and nutritional education services, housing support services to help keep residents housed and out of homelessness, and health services.

HOW ARE THE JURISDICTION POVERTY REDUCING GOALS, PROGRAMS, AND POLICIES COORDINATED WITH THIS AFFORDABLE HOUSING PLAN

The City of Woodland’s 2025 Annual Action Plan outlined the following items related to housing strategy that have the potential to reduce the number of poverty-level households in the jurisdiction:

- Housing support services through Legal Services of Northern California to keep residents stably housed and informed of tenant rights and responsibilities
- ADA accessibility improvements to public infrastructure
- Food access services such as Meals on Wheels and food banks
- Shelter services including emergency shelters and supportive housing

SP-80 Monitoring – 91.230

DESCRIBE THE STANDARDS AND PROCEDURES THAT THE JURISDICTION WILL USE TO MONITOR ACTIVITIES CARRIED OUT IN FURTHERANCE OF THE PLAN AND WILL USE TO ENSURE LONG-TERM COMPLIANCE WITH REQUIREMENTS OF THE PROGRAMS INVOLVED, INCLUDING MINORITY BUSINESS OUTREACH AND THE COMPREHENSIVE PLANNING

Monitoring Plan

The City of Woodland has established a monitoring system to ensure that federal regulations, local policies, and program guidelines are met. The monitoring plan includes pre-award risk assessments, regular desk monitoring, and on-site monitoring visits based on an assessment of risk. The goals of the City of Woodland's Monitoring Plan for the Consolidated Plan and each annual Action Plan include:

1. Ensure that all activities and initiatives funded, in part or in whole, with HUD funds are consistent with the approved Consolidated Plan and Annual Action Plans.
2. Ensure that all funded activities are implemented by a competent subrecipient to ensure the timely and financially prudent administration of the funds.
3. Ensure that all funded activities are regularly evaluated and monitored to verify funds expended comply with federal regulations.
4. Ensure that subrecipients regularly and accurately provide reports necessary to assess the performance of all funded activities.

Entitlement Program Monitoring

Each entitlement program has specific monitoring requirements such as timely use of funds, commitment requirements, and uniform administrative requirements that must be met. The City of Woodland tracks these activities throughout the program year.

Project/Activity Monitoring and Administration

City of Woodland Staff will determine that the national objective, activity eligibility, and appropriate regulatory requirements to monitor the activity/project are established. Monitoring activities include, but are not limited to, compliance with national objectives, labor standards, financial management, and environmental assessments. Staff conducts desk monitoring of drawdown requests as they are received, ideally on a monthly basis. Site monitoring of various documents applicable to the activities occur at least once during the program year. The specific items reviewed and the order in which activities are reviewed is based on a risk assessment completed each program year.

Rehabilitation and construction projects are monitored by Project Managers and Housing Rehabilitation Specialists throughout the construction period and the affordability terms.

Minority Business Outreach (MBE/WBE)

The City of Woodland has established a Disadvantaged Business Enterprise (DBE) Program in accordance with the regulations of the U.S Department of Housing and Urban Development (HUD). The City of Woodland in the past has received federal financial assistance from HUD and as a condition of receiving this future/ongoing assistance, the City of Woodland has signed an assurance that it will comply with 24 CFR Subtitle A, Part 85, Subpart C, §85.36.

It is the policy and commitment of the City of Woodland to ensure that DBEs as defined in part 24, and those included in 2 CFR 200.321, have an equal opportunity to receive and participate in HUD-assisted contracts

2025 ANNUAL ACTION PLAN



AP-15 Expected Resources – 91.220(c)(1,2)

INTRODUCTION

The City of Woodland receives federal funding through the Community Development Block Grant (CDBG) program. The City will receive an anticipated \$473,643.00 in HUD grant funds for the 2025 program year (PY 2025), which runs from July 1, 2025, through June 30, 2026. The table below outlines anticipated funding levels by program and estimates additional grant funds to be received in the remaining four program years covered by the City's 2025-2029 Five-Year Consolidated Plan.

ANTICIPATED RESOURCES

TABLE 55 - ANTICIPATED RESOURCES

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public– Federal	Acquisition	\$473,643	\$0	\$0	\$473,643	\$1,894,572	The expected amount of CDBG funds available for the remainder of the Con Plan is estimated at four times the City’s anticipated PY 2025 annual allocation.
		Admin and planning						
		Economic development						
		Housing						
		Public improvements						
		Public services						
		Fair housing						

EXPLAIN HOW FEDERAL FUNDS WILL LEVERAGE THOSE ADDITIONAL RESOURCES (PRIVATE, STATE AND LOCAL FUNDS), INCLUDING A DESCRIPTION OF HOW MATCHING REQUIREMENTS WILL BE SATISFIED

The City of Woodland uses its federal grant funds together with additional local resources to address priority needs. During PY 2025, the City will partner with local nonprofit organizations on a number of programs, with partner agencies supplementing CDBG grants with additional funding, staff time, and other organizational resources.

The City will partner with local nonprofit organizations and affordable housing developers to support affordable housing development, housing rehabilitation, public services, and homelessness programs in PY 2025. Partners leverage grant funds with private donations and other funding. Funding is also available through the California Department of Housing and Community Development and the National Housing Trust Fund, the Low-Income Housing Tax Credits program.

IF APPROPRIATE, DESCRIBE PUBLICLY OWNED LAND OR PROPERTY LOCATED WITHIN THE JURISDICTION THAT MAY BE USED TO ADDRESS THE NEEDS IDENTIFIED IN THE PLAN

N/A

AP-20 Annual Goals and Objectives

GOALS SUMMARY INFORMATION

TABLE 56 – GOALS SUMMARY

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve Housing Access and Quality	2025	2026	Affordable Housing	Citywide	Expanded Access to Affordable Housing	\$0	Rental units rehabilitated: 0 units
2	Provide Community Services	2025	2026	Community Services	Citywide	Provision of Community Services	\$71,046.45	Public service activities other than Low/Moderate Income Housing Benefit: 1,250 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Improve Existing Infrastructure and Public Facilities	2025	2026	Non-Housing Community Development	Citywide	Infrastructure and Public Facility Improvements	\$307,867.95	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 275 Persons Assisted
4	Community Engagement, Planning, and Administration	2025	2026	Community Engagement, Planning, and Administration	Citywide	Community Engagement, Planning, and Administration	\$94,728.60	N/A

GOAL DESCRIPTIONS

Goal Name	Goal Description
Improve Housing Access and Quality	Improve standards of living by increasing access to safe and affordable housing through development, acquisition, or rehabilitation of affordable for-sale or rental housing; owner-occupied housing rehabilitation, such as roof repairs, minor home repairs, and rehabilitation/reconstruction; rental housing repair or rehabilitation; and housing assistance programs for low-income households.
Provide Community Services	Invest in the community by providing services to low- and moderate-income individuals that promote well-being and improved quality of life through projects and activities that support children and families, people experiencing or at-risk of homelessness, victims of domestic violence, or other non-homeless special needs groups.
Improve Existing Infrastructure and Public Facilities	Increase resident prosperity by supporting neighborhood revitalization through site development to facilitate access to affordable housing, improvements to or development of public infrastructure, or improvements to existing or development of new public facilities owned by the City of Woodland or partner agencies.
Community Engagement, Planning, and Administration	Improve the administration of funds for community development, housing, and homelessness activities by enhancing community engagement and providing activities for residents and housing providers that promote the advancement of fair housing.

Projects

AP-35 Projects – 91.220(d)

INTRODUCTION

Projects planned for the 2025 program year are identified in the table below, with additional detail provided in AP-38. Over the next year, the City of Woodland anticipates assisting low- and moderate-income homeowners with home rehabilitation and ADA accessibility. The City will also use CDBG funds for food and shelter services. As part of its CDBG program administration, the City will provide housing education to residents.

PROJECTS

TABLE 57 – PROJECT INFORMATION

#	Project Name
1	ADA Accessibility
2	Food, Shelter, and Fair Housing Services
3	Administration

DESCRIBE THE REASONS FOR ALLOCATION PRIORITIES AND ANY OBSTACLES TO ADDRESSING UNDERSERVED NEEDS

The City of Woodland developed PY2025 allocation priorities based on an assessment of the data presented in its 2025-2029 Consolidated Plan, community input, consultation with City staff and other public agencies, and relevant other City/regional plans and studies. In PY2025, the City will focus on two key areas: ADA accessibility improvements and the provision of food and shelter services.

Obstacles to addressing underserved needs include:

1. Reduction of already limited funding at the state and federal levels, which will limit the resources available to meet the needs of low- and moderate-income residents. For example, the City's CDBG award decreased by \$1,443 from PY2024 to PY2025. With limited and declining resources, the City and its non-profit partners may be unable to serve all people in need of services.
2. Continued population growth resulting in continued demand for housing, including affordable housing, in the region.
3. Elevated rental rates, home sales prices, and interest rates, making it harder for low- and moderate-income households to find affordable, unsubsidized rental housing or to purchase homes.

4. Rising construction, land, and labor costs resulting in higher project costs.

AP-38 Project Summary

PROJECT SUMMARY INFORMATION

1	Project Name	ADA Accessibility
	Target Area	Citywide
	Goals Supported	Infrastructure Improvements
	Needs Addressed	Infrastructure Improvements
	Funding	CDBG: \$307,867.95
	Description	Funds will be utilized to make ADA accessibility improvements including the Installation of curb ramps and sidewalk replacements in various locations across the city.
	Target Date	06/30/2026
	Estimate the number and type of persons that will benefit from the proposed activity	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 275 Persons Assisted
	Location Description	
	Planned Activities	03L: Sidewalks
2	Project Name	Food, Shelter, and Fair Housing Services
	Target Area	Citywide
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$71,046.45

	Description	Funds will be used to support the provision of food access, fair housing, and shelter services through the following organizations: • Northern California Children's Therapy Center: \$11,046 • Legal Services of Northern California: \$10,000 • Meals on Wheels Yolo County: \$15,000 • Yolo Community Care Continuum: \$10,000 • Yolo Wayfarer Center: \$15,000 • Yolo Food Bank: \$10,000
	Target Date	06/30/2026
	Estimate the number and type of persons that will benefit from the proposed activity	Public service activities other than Low/Moderate Income Housing Benefit: 1,250 Persons Assisted
	Location Description	
	Planned Activities	Public service activities including healthcare access for children with disabilities; consultation and legal advice for people reporting housing discrimination or complaints; and other food, shelter, and supportive services for low- and moderate-income residents, including those experiencing or at risk of homelessness.
3	Project Name	Program Administration
	Target Area	Citywide
	Goals Supported	Program Administration
	Needs Addressed	Program Administration
	Funding	CDBG: \$94,728.60
	Description	2025-26 CDBG Program Administration
	Target Date	06/30/2026
	Estimate the number and type of persons that will benefit from the proposed activity	Other

Location Description	The CDBG program will be administered from the City of Woodland offices at 300 First St, Woodland, CA 95695
Planned Activities	2025-26 CDBG Program Administration

AP-50 Geographic Distribution – 91.220(f)

DESCRIPTION OF THE GEOGRAPHIC AREAS OF THE ENTITLEMENT (INCLUDING AREAS OF LOW-INCOME AND MINORITY CONCENTRATION) WHERE ASSISTANCE WILL BE DIRECTED

CDBG funds are available for use throughout Woodland, both in areas where the majority of residents have low- or moderate-incomes, or to serve low- or moderate-income residents living in any area of the city.

TABLE 58 - GEOGRAPHIC PRIORITY AREAS

Target Area:	Percentage of Funds
Citywide	100%

RATIONALE FOR THE PRIORITIES FOR ALLOCATING INVESTMENTS GEOGRAPHICALLY

Input received during development of the 2025-2029 Five-Year Consolidated Plan emphasized the need to reduce affordable housing burdens and maintain the housing stock for low- and moderate-income families. Because families with needs, including needs related to homeowner housing repair/rehab, rental assistance, and first-time homeownership, may reside anywhere within Woodland, the City makes these programs available citywide. Public service activities designed to assist low- and moderate-income families, people who are homeless, and non-homeless special needs groups are generally located in areas most accessible to the clientele being served, which often overlap with low- and moderate-income (LMI) census tracts.

AP-55 Affordable Housing – 91.220(g)

INTRODUCTION

TABLE 59 - ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT REQUIREMENT

One Year Goals for the Number of Households to be Supported	
Homeless	250
Non-Homeless	0
Special-Needs	25
Total	275

TABLE 60 - ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT TYPE

One Year Goals for the Number of Households Supported Through	
Rental Assistance	275
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	275

DISCUSSION

In 2025, the City of Woodland expects to continue supporting the Yolo Wayfarer Center's emergency shelter services and the YCCC's New Dimensions permanent supportive housing programs using CDBG public services funding.

- Yolo Wayfarer Center is expected to serve 250 people experiencing homelessness through its emergency shelter program.
- YCCC's New Dimensions permanent housing program is expected to serve 25 non-homeless special needs residents.

AP-60 Public Housing – 91.220(h)

INTRODUCTION

The Yolo County Housing Authority is responsible for the administration of publicly supported housing in Woodland and Yolo County to house families, the elderly, and people with disabilities.

ACTIONS PLANNED DURING THE NEXT YEAR TO ADDRESS THE NEEDS TO PUBLIC HOUSING

Actions planned by the City of Woodland in the next year that address needs related to public housing include:

- Funding ADA accessibility improvements in public areas
- Funding the New Dimensions Supportive Housing Program through the Yolo Community Care Continuum

ACTIONS TO ENCOURAGE PUBLIC HOUSING RESIDENTS TO BECOME MORE INVOLVED IN MANAGEMENT AND PARTICIPATE IN HOMEOWNERSHIP

The 2025-2029 Yolo County Housing 5-Year Agency Plan lists enhancing resident wellbeing and success as its first goal. The Plan lists the following strategies intended for use in achieving this goal that are relevant to helping residents become more involved in management and participate in homeownership:

- Increase the number of homeownership opportunities for residents/participants by 50% by Q4 2029, compared to a 2024 baseline.
- Improve resident/participant access to educational, community, and career advancement resources by increasing communication to residents/participants and holding quarterly events at each AMP by Q1 2027.

IF THE PHA IS DESIGNATED AS TROUBLED, DESCRIBE THE MANNER IN WHICH FINANCIAL ASSISTANCE WILL BE PROVIDED OR OTHER ASSISTANCE

N/A

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

INTRODUCTION

The City of Woodland is covered by the HMAC Continuum of Care, a network of service providers that serve the region. This group brings together housing and service providers to meet the needs of individuals and families experiencing homelessness.

DESCRIBE THE JURISDICTIONS ONE-YEAR GOALS AND ACTIONS FOR REDUCING AND ENDING HOMELESSNESS INCLUDING:

REACHING OUT TO HOMELESS PERSONS (ESPECIALLY UNSHELTERED PERSONS) AND ASSESSING THEIR INDIVIDUAL NEEDS

The City of Woodland will continue active participation in the HMAAC Continuum of Care and collaborate with participating service providers in order to conduct homeless outreach.

ADDRESSING THE EMERGENCY SHELTER AND TRANSITIONAL HOUSING NEEDS OF HOMELESS PERSONS

During FY25, the City of Woodland plans to dedicate \$15,000 in CDBG funding to the Yolo Wayfarer Center's Emergency Shelter program in order to meet the emergency shelter needs of homeless persons within the City.

HELPING HOMELESS PERSONS (ESPECIALLY CHRONICALLY HOMELESS INDIVIDUALS AND FAMILIES, FAMILIES WITH CHILDREN, VETERANS AND THEIR FAMILIES, AND UNACCOMPANIED YOUTH) MAKE THE TRANSITION TO PERMANENT HOUSING AND INDEPENDENT LIVING, INCLUDING SHORTENING THE PERIOD OF TIME THAT INDIVIDUALS AND FAMILIES EXPERIENCE HOMELESSNESS, FACILITATING ACCESS FOR HOMELESS INDIVIDUALS AND FAMILIES TO AFFORDABLE HOUSING UNITS, AND PREVENTING INDIVIDUALS AND FAMILIES WHO WERE RECENTLY HOMELESS FROM BECOMING HOMELESS AGAIN

During FY25, the City of Woodland plans to dedicate \$15,000 in CDBG funding to the Yolo Community Care Continuum's New Dimensions Supported Housing program in order to meet the transitional housing and independent living needs of homeless persons within the City.

HELPING LOW-INCOME INDIVIDUALS AND FAMILIES AVOID BECOMING HOMELESS, ESPECIALLY EXTREMELY LOW-INCOME INDIVIDUALS AND FAMILIES AND THOSE WHO ARE: BEING DISCHARGED FROM PUBLICLY FUNDED INSTITUTIONS AND SYSTEMS OF CARE (SUCH AS HEALTH CARE FACILITIES, MENTAL HEALTH FACILITIES, FOSTER CARE AND OTHER YOUTH FACILITIES, AND CORRECTIONS PROGRAMS AND INSTITUTIONS); OR, RECEIVING ASSISTANCE FROM PUBLIC OR PRIVATE AGENCIES THAT ADDRESS HOUSING, HEALTH, SOCIAL SERVICES, EMPLOYMENT, EDUCATION, OR YOUTH NEEDS

During FY25, the City of Woodland plans to dedicate \$10,000 in CDBG funding to the Legal Services of Northern California's Fair Housing Services in order to implement homelessness prevention through the prevention of unnecessary evictions.

AP-75 Barriers to affordable housing – 91.220(j)

INTRODUCTION:

The City of Woodland participated in the development of the Sacramento Valley Fair Housing Collaborative 2020-2024 Analysis of Impediments to Fair Housing Choice (AI), which identifies challenges related to affordability and changes in homeownership as two of the city's barriers to housing choice. The AI also includes a review of the city's existing zoning code and identifies policies that may limit the development of affordable housing in the region.

ACTIONS PLANNED TO REMOVE OR AMELIORATE THE NEGATIVE EFFECTS OF PUBLIC POLICIES THAT SERVE AS BARRIERS TO AFFORDABLE HOUSING SUCH AS LAND USE CONTROLS, TAX POLICIES AFFECTING LAND, ZONING ORDINANCES, BUILDING CODES, FEES AND CHARGES, GROWTH LIMITATIONS, AND POLICIES AFFECTING THE RETURN ON RESIDENTIAL INVESTMENT

Although zoning ordinances and land use codes play an important role in regulating the health and safety of the built environment, overly restrictive codes can negatively impact housing affordability and housing choice within a jurisdiction. However, there are opportunities for the City to modify its zoning ordinances to further remove barriers to the development of affordable housing across all residential zones, particularly when encountering conflicts in land use objectives that place constraints on the production of multifamily and affordable housing.

For example, to encourage more infill development in the traditionally low-density neighborhoods, minimum lot sizes could be further reduced, conversion of established dwellings to multifamily dwellings permitted, and height restrictions relaxed to allow for more density on the same footprint. This would potentially allow for more supply of housing, which helps put downward pressure on rental prices, so that

low- and moderate-income families have access to those neighborhoods and all the benefits that come with higher opportunity areas such as access to jobs, better schools, access to transportation, and access to cultural and public amenities.

DISCUSSION:

N/A

AP-85 Other Actions – 91.220(k)

INTRODUCTION:

This section details the City of Woodland’s actions planned to ensure safe and affordable housing for its residents, along with plans to meet underserved needs, reduce poverty, develop institutional structure, and enhance coordination between public and private sector housing and community development agencies.

ACTIONS PLANNED TO ADDRESS OBSTACLES TO MEETING UNDERSERVED NEEDS

During PY2025, the City will allocate \$307,867 in CDBG funds towards ADA accessibility infrastructure improvements designed to improve the living environment for low- and moderate-income residents.

ACTIONS PLANNED TO FOSTER AND MAINTAIN AFFORDABLE HOUSING

During PY2025, the City will allocate \$71,046 in CDBG funds towards housing support and shelter services designed to improve housing stability for low- and moderate-income residents.

ACTIONS PLANNED TO REDUCE LEAD-BASED PAINT HAZARDS

Over the next year, the City of Woodland will continue to conduct lead-based paint inspections and, if a hazard is found, remediation. These actions will both reduce lead exposure risk and help to maintain the city's older, lower and moderately priced housing. Any housing rehabilitation activities conducted using CDBG funds will continue to monitor closely for any potential lead exposure.

ACTIONS PLANNED TO REDUCE THE NUMBER OF POVERTY-LEVEL FAMILIES

The City of Woodland's anti-poverty strategy focuses on helping all low-income households improve their economic status and remain above poverty levels. This may include, but is not limited to, job training, education, food access, healthcare services, and emergency assistance.

ACTIONS PLANNED TO DEVELOP INSTITUTIONAL STRUCTURE

The City of Woodland has developed a robust administrative structure to manage its CDBG funds. All subrecipients selected or funding will be required to participate in mandatory technical assistance provided by the City's Community Development Department before the start of the program year. Furthermore, City staff will continue to participate in applicable trainings and technical assistance provided by HUD and other appropriate providers.

In addition to the training of internal staff and subrecipients, the City's citizen participation process is designed to make engaged and informed citizens another vital part of the institutional structure. City plans focused on affordable housing, homelessness, and workforce development provide overarching goals and frameworks for collaboration among agencies and the use of federal, state, local, and other funding.

ACTIONS PLANNED TO ENHANCE COORDINATION BETWEEN PUBLIC AND PRIVATE HOUSING AND SOCIAL SERVICE AGENCIES

The City will work to enhance coordination between public and private housing and social service agencies by working to implement the strategies detailed in the Analysis of Impediments to Fair Housing Choice, including addressing the gaps in the institutional and service delivery systems discussed in section SP-40 of this plan.

Public housing in Woodland is managed by YCH which will continue to partner with area agencies and organizations to offer opportunities for residents including:

- Housing counseling for first-time homebuyers
- Family Self-Sufficiency (FSS) program
- Services and housing for people experiencing homelessness
- Homelessness prevention

DISCUSSION:

N/A

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

INTRODUCTION:

Projects planned with CDBG funds expected to be available during the year are identified in the Projects Table (see AP-35). The following identifies program income that is available for use that is included in projects to be carried out.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) REFERENCE 24 CFR 91.220(L)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income	\$0

OTHER CDBG REQUIREMENTS

1. The amount of urgent need activities	\$0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income	70%

1	Priority need	Expanded Access to Affordable Housing
	Priority level	High
	Population(s) served	Extremely low income Low income Moderate income Large family Families with children Elderly/frail elderly Public housing residents People with disabilities
	Geographic area(s) affected	Citywide
	Associated goal(s)	Improve Housing Access and Quality
	Description	Potential activities related to this priority may include: • Repair or rehabilitation of owner-occupied housing • Repair or rehabilitation of affordable rental housing • Construction/acquisition/rehabilitation of affordable for-sale or rental housing • Assistance to first-time homebuyers • Tenant-based rental assistance • Program delivery • Other housing activities that expand access and affordability for low- and moderate-income households
	Basis for priority	CHAS data analyzed for this Plan indicates that housing affordability is the most widespread need in the city. Through the survey, community members emphasized the need for construction of new affordable rental units, energy efficiency improvements to housing, family housing, and elderly or senior housing. Residents engaged in pop-up groups also emphasized that affordable housing is the number one issue in Woodland, and that expanding resources and assistance for renters is more important than expanding resources and assistance for homebuyers.

2	Priority need	Provision of Community Services
	Priority level	High
	Population(s) served	Extremely low income Low income Moderate income Families with children Elderly People with disabilities Homeless individuals and families Victims of domestic violence

3	Geographic area(s) affected	Citywide
	Associated goal(s)	Community Services
	Description	Potential activities related to this priority may include an array of public services designed to support low- and moderate-income households, children, victims of domestic violence, homeless individuals and families, and other special needs populations.
	Basis for priority	Community members identified homeless resources, employment training, food banks/ community meals, housing counseling, and after school services as areas of highest need.
	Priority need	Infrastructure and Public Facility Improvements
	Priority level	High
	Population(s) served	Extremely low income Low income Moderate income People with disabilities Non-housing community development
	Geographic area(s) affected	Citywide
	Associated goal(s)	Infrastructure and Public Facility Improvements
	Description	Potential activities related to this priority include site development to support access to affordable housing, improvements to public infrastructure, or improvements to public facilities.
4	Basis for priority	Site development assistance may be used to help reduce the cost of developing affordable housing. Survey participants also identified the need for street, road, or sidewalk improvements; homeless or domestic violence shelters; community parks, gyms or recreational fields; and youth centers.
	Priority need	Community Engagement, Planning, and Administration
	Priority level	High
	Population(s) served	All
	Geographic area(s) affected	Citywide

Associated goal(s)	Community Engagement, Planning, and Administration
Description	Activities related to this priority include community planning and administration of the City of Woodland's CDBG programs and community engagement related to these programs. Additionally, fair housing education services to help residents and housing providers understand fair housing rights and responsibilities.
Basis for priority	Program administration costs associated with the coordination and delivery of services to Woodland residents. Community feedback indicates a continued need for fair housing education and awareness of available community resources, including for those most at-risk of housing discrimination



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: H.19
SUBJECT: Waste Management Liens

Recommendation for Action: Staff recommend the City Council conduct a Public Hearing to receive input from property owners and adopt Resolution No. _____, requesting collection of charges on the 2025-26 tax roll.

Staff Contact:

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

Fiscal Impact:

There is little to no fiscal impact on the City to maintain the current process, other than staff time for processing and releasing the liens. The administrative fee of \$59.00 for recording is attached to the total amount of the lien and the property owner assumes responsibility for payment of this fee.

Discussion:

This annual Public Hearing allows property owners with delinquent Waste Management accounts for services received, including garbage, recycling and yard refuse pick-up and disposal, and for sweeping of the street, to address the Council prior to the attachment of a lien against their property. A Hearing is required prior to adoption of the Resolution to request the lien attachment. The list is available in the City Clerk's Office.

Before filing a lien with the County, a Public Hearing needs to be held to allow protests of the proposed liens.

The current City Municipal Code Chapter 13.08.130 provides the parameters for garbage and yard refuse disposal and services, while Chapter 13.36 discusses the recycling portion of the service as provided by the Waste Management Franchise Agreement.

Staff worked with Waste Management to determine the accuracy of the proposed lien list. Any inaccuracies will be corrected and/or removed from the list prior to attachment of the liens. The City is not actively involved in discussions regarding the billing itself and refers those questions to the Waste Management staff for resolution. While it is not the City's responsibility to become involved in the dispute of billing, staff does attempt to mediate by providing contact information at Waste Management for resolution attempts. The primary role of the City is to obtain approval to attach the lien and to release the lien once verification of payment has been received.

Conclusion:

Staff recommend the City Council conduct a Public Hearing to receive input from property owners and adopt Resolution No. _____, requesting collection of charges on the 2025-26 tax roll.



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Waste Management Liens

Recording requested by
City of Woodland

and when recorded send to:
City Clerk
City of Woodland
300 First Street
Woodland, CA 95695

RESOLUTION NO. _____

A RESOLUTION REQUESTING COLLECTION OF CHARGES ON TAX ROLL

WHEREAS, the City of Woodland (hereinafter “City”), requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to an Agreement with Waste Management; and

WHEREAS, the County has required as a condition of the collection of said charges that the City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof;

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

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City of Woodland warrants and represents that the taxes, assessments, fees and/or charges imposed by the City of Woodland and being requested to be collected by Yolo County comply with all requirements of State law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).
3. The City of Woodland releases and discharges the County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by the County of any taxes, assessments, fees and/or charges on behalf of the City.
4. The City agrees to and shall defend, indemnify and hold harmless the County, it’s officers, agents and employees (the “Indemnified Parties”) from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any of the City’s said taxes, assessments, fees, and/or charges requested to be collected by the County for the City, or in any manner arising out of the City’s establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of the City’s taxes,

assessments, fees and/or charges, the County may offset the amount of the judgment from any monies collected by County on behalf of the City, including property taxes.

5. The City agrees that it's officers, agents and employees will cooperate with the County in answering questions referred to City by the County from any person concerning the City's taxes, assessments, fees and/or charges and that the City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting taxes, assessments, fees and/or charges, as provided by Government Code Sections 29304 and 51800.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: H.20
SUBJECT: 2025 Weed Abatement Program Parcels Not in Compliance

Recommendation for Action: Staff recommend the City Council 1) Conduct a public hearing; and 2) Adopt Resolution No. _____, to hear and approve the list of parcels that were out of compliance with weed abatement requirements for the year 2025 and direct the Tax Collector of Yolo County to assess liens against real property to reimburse the City for the cost of removal of weeds, refuse, and dirt from the properties.

Staff Contact:

Matt Flint, Fire Marshal, 530-661-5855, Matt.Flint@cityofwoodland.gov

Fiscal Impact:

A considerable amount of time was incurred by staff in processing these liens, including correspondence with property owners, compliance surveys, correspondence with concerned community members, and property abatement. Time spent on weed abatement processing was recorded per staff member, calculated per the hourly rates in the approved fee schedule and divided between the property owners. Administrative fees resulted in a sum of \$359.00 per parcel. The breakdown between the total abatement costs of \$6,810.00 and administrative time costs incurred of \$359.00 per property is included in the attached "Lien Explanation 2025 Woodland" information sheet. The administrative fees and fees for county recordings are attached to the total amount lienied. Subsequently, these costs are the responsibility of the respective property owners.

Background:

Per Woodland Municipal Code 9.44, the Fire Chief can declare that weeds constitute a public nuisance which must be abated by the removal of the weeds, refuse, and dirt on undeveloped parcels. If not abated by the compliance date, the Code allows weeds to be abated by the City and the cost of removal assessed upon the land, which will constitute a lien upon such land until paid. This year, notice was given to all owners of undeveloped parcels in the City per the guidance set forth in the code. Upon surpassing the compliance date indicated in the letter of March 18, 2025, fourteen (14) parcels remained out of compliance and the City contracted a company to abate these properties. The amount assessed includes the invoiced amount per parcel plus hourly administrative fees per the approved fee schedule.

Discussion:

This action requests the City Council adopt a resolution to lien properties for the cost of abating undeveloped parcels that failed to come into compliance with the weed abatement requirements set forth by the Woodland Municipal Code, Chapter 9.44.

Conclusion:

Staff recommend the City Council 1) Conduct a public hearing; and 2) Adopt Resolution No. _____, to hear and approve the list of parcels that were out of compliance with weed abatement requirements for the year 2025 and direct the Tax Collector of Yolo County to assess liens against real property to reimburse the City for the cost of removal of weeds, refuse, and dirt from the properties.

Prepared by: Morgan Sanchez, Community Risk Reduction Specialist II

Reviewed by: Matt Flint, Fire Marshal



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - 2025 Woodland Weed Abatement Assessment
2. Lien Explanation 2025

Recording requested by
City of Woodland

And when recorded send to;
City Clerk
City of Woodland
300 First Street
Woodland, CA 9569

RESOLUTION NO. _____

A RESOLUTION REQUESTING COLLECTION OF CHARGES ON TAX ROLL

WHEREAS, the City of Woodland (hereinafter City), requests the County of Yolo collect on the County tax rolls certain charges which have been imposed for a list of parcels within the City that were out of compliance for weed abatement requirements for the year 2025; and

WHEREAS, due to noncompliance, the city abated the parcels of weeds and is seeking reimbursement for the cost of abatement and administrative processing fees; and

WHEREAS, the county has required as a condition of the collection of said charges that the City warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof.

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

1. The Auditor-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees and/or charges, attached hereto.
2. The City of Woodland warrants and represents that the taxes, assessments, fees and/or charges imposed by the City of Woodland and being requested to be collected by Yolo County comply with all requirements of the Woodland Municipal Code, and Stat law, including but not limited to Articles XIIC and XIID of the California Constitution (Proposition 218).
3. The City of Woodland releases and discharges the County, and its officers, agents and employees from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by the County of any taxes, assessments, fees and/or charges on behalf of the City.
4. The City agrees to and shall defend, indemnify and hold harmless the County, it's officers, agents and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgements, in any manner arising out of the collection by County of any of the City's said taxes, assessments, fees, and/or charges requested to be collected by the County for the City, or in any manner arising out of the City's establishment and imposition of said taxes, assessments, fees and/or charges. City agrees that, in the event a judgement is entered in a court of law against any of the

Indemnified Parties as a result of the collection of one of the city's taxes, assessments, fees and/or charges, the County may offset the amount of the judgement from any monies collected by County on behalf of the City, including property taxes.

5. The City agrees that it's officers, agents and employees will cooperate with the county in answering questions referred to City by the County from any person concerning the City's taxes, assessments, fees and/or charges and that the City will not refer such persons to County officers and employees for response.
6. The City agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collection taxes, assessments, fees and/or charges, as provided by Government Code Sections 29304 and 51800.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney

City Of Woodland - Weed Abatement Lien Information 2025

Parcel	Address	Owner info	Owner Address	Landscape Company	Invoice #	Invoice Amount	CRR Time (Hourly Rate * Hours Spent)	Total	Total for Lien, per County Requirements
027-340-038-000	39800 Kentucky Ave	DENBESTE CA PROPERTIES LLC	810 DENBESTE CR #107	Armstrong Mowing	S8073	\$570.00	\$359.00	\$929.00	\$929.00
042-534-009-000	2234 ARMUS ST	PELA OMAR U ETAL	1031 AZUSA ST	Armstrong Mowing	S8014	\$270.00	\$359.00	\$629.00	\$629.00
042-352-003-000	2606 CELEBRATION WAY	BROWARD 2016 REV TRUST	1400 E KENTUCKY AVE	Armstrong Mowing	S8073	\$270.00	\$359.00	\$629.00	\$629.00
065-290-007-000	530 COMMUNITY LN	UNITED REI LLC	P O BOX 1033	Armstrong Mowing	S8073	\$270.00	\$359.00	\$629.00	\$629.00
066-030-061-000	1434 E MAIN ST	KRONICK 2012 GST TRUST ETAL	591 COLUSA AVE	Armstrong Mowing	S8073	\$270.00	\$359.00	\$629.00	\$629.00
064-082-020-000	109 ANTELOPE ST	TNN FINANCIAL LLC	5216 MCLEAN DR	Armstrong Mowing	S8073	\$270.00	\$359.00	\$629.00	\$629.00
063-080-038-000	1 NO ADDRESS	MOSS MARK A	2122 SANTA CLARA AVE #100	Armstrong Mowing	S8073	\$540.00	\$359.00	\$899.00	\$899.00
006-581-002-000	212 LINCOLN AVE	CASTELLANOS CONSUELO	1415 GARFIELD DR	Armstrong Mowing	S8073	\$270.00	\$359.00	\$629.00	\$629.00
006-581-001-000	210 LINCOLN AVE	TRAVENIA KAREN	P O BOX 5282	Armstrong Mowing	S8073	\$270.00	\$359.00	\$629.00	\$629.00
027-370-031-000	1 NO ADDRESS	AMERCO REAL ESTATE COMPANY	P O BOX 29046	Armstrong Mowing	S8073	\$270.00	\$359.00	\$629.00	\$629.00
005-680-010-000	1000 KENTUCKY AVE	SAH KENTUCKY AVENUE LLC	1731 RESEARCH PARK DR #101	Armstrong Mowing	S8073	\$540.00	\$359.00	\$899.00	\$899.00
005-031-010-000	0 NO ADDRESS	SAH KENTUCKY AVENUE LLC	1731 RESEARCH PARK DR #101	Armstrong Mowing	S8073	\$270.00	\$359.00	\$629.00	\$629.00
042-580-001-000	1425 HARRY LORENZO AVE	MR177 LLC	3080 BRISTOL ST STE 630	Armstrong Mowing	S8053	\$2,460.00	\$359.00	\$2,819.00	\$2,819.00
042-391-003-000	2659 SOMERSET CIR	MADESH STEPHANIE ANN	1513 GRIFFITH DR	Armstrong Mowing	S8073	\$270.00	\$359.00	\$629.00	\$629.00
Total	14					\$6,810.00	\$5,026.00	\$11,836.00	\$11,836.00



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: I.21
SUBJECT: Appropriation of \$1,500,000 in Affordable Housing Funds in Connection with Tupelo Family Apartments

Recommendation for Action: Staff recommend the City Council adopt Resolution No. _____,
1) Approving an appropriation of \$1,500,000 from the Affordable Housing In-Lieu Fees Fund (1327) and authorizing the Finance Officer to amend the Fiscal Year 2026 budget as necessary;
2) Authorizing the City to enter into a Loan Agreement with Yolo County Housing or its affiliates for the development of Tupelo Family Apartments;
3) Approving a fifty-five year residual receipts loan in the amount of \$1,500,000 with three percent (3%) simple interest for Tupelo Family Apartments;
4) Authorizing the City to enter into a regulatory agreement and declaration of restrictive covenants with Tupelo Family Apartments to ensure the affordability of the project for a term of not less than 55 years; and
5) Authorizing the City Manager to execute the Loan Agreement and regulatory agreement in a form as prepared and approved by the City Attorney and take such other actions and execute such documents as necessary to make the City loans and ensure the affordability of the project.

Staff Contact:

Franklin Cui, Housing Analyst II, (530) 661-2019, franklin.cui@cityofwoodland.gov

Fiscal Impact:

There is no General Fund impact. The \$1,500,000 loan will be funded through the Affordable Housing In-Lieu Fees Fund (1327), which is generated through in-lieu fee payments by developers to satisfy the affordable housing obligations of the City's inclusionary housing ordinance.

Moreover, \$500,000 in American Rescue Plan (ARP) funds that were previously made available for the Yolano Donnelly Project shall be replaced by an equivalent allocation of In-Lieu Fees (\$500,000 of the \$1.5 million total award). The ARP funds will be available for Council to consider as part of the ARP spending plan.

Background:

In September 2024 the Housing Authority of the County of Yolo (Yolo County Housing) was awarded \$500,000 in Choice Neighborhoods Planning (CNP) grant funds from the Federal Department of Housing and Urban Development (HUD), to assist in the development of a Transformation Plan for the Yolano and Donnelly target housing sites and the surrounding neighborhood (Yolano-Donnelly Project). The CNP grant is anticipated to provide Yolo County Housing additional points for the highly competitive Choice Neighborhoods Implementation (CNI) grant of up to \$50 million to be used for the entire re-positioning of the Yolano-Donnelly project. While awaiting a potential future allocation of the CNI funding, the re-positioning strategy will begin with an independent "Early Project in the Neighborhood" which is the affordable housing project known as the Tupelo Family Apartments development ("Tupelo").

This project will develop a 2.4-acre underutilized site in Woodland into a vibrant low-rise community with 73 one-, two-, and three-bedroom units (72 income-restricted and one unrestricted managers unit) serving families earning up to 80% AMI. This multifamily development is proposed on the south

side of Lemen Avenue at APN: 063-060-005. The site is zoned Corridor Mixed Use – Armfield (CMU-A) and is located west of the existing Pacific Gas & Electric Company easement and east of the existing buildings on the site, which are currently addressed 1224-1230 Lemen Avenue (see Attachment 2 for Site Plan and Map).

Tupelo Family Apartments will be all-electric and feature climate adaptation strategies with a high-performance building envelope, energy-efficient systems, and natural ventilation to mitigate extreme heat risks. The site includes ten electric vehicle (EV) charging stations and infrastructure for 40 additional EV-ready spaces. Resident amenities include a 1,200 SF community room, service spaces, secure bicycle storage, playground, and outdoor gathering areas. On-site services will focus on health education, financial literacy, and housing stability, with the adjacent Yolo County Housing offices and Head Start facility providing convenient supportive services.

The project capitalizes on a well-connected location with numerous key destinations within walking distance, including Sprouts Farmers Market, North Valley Indian Health's Mobile Medical Clinic, Freeman Park, YMCA Yolano Recreation Center, and the Head Start of Yolo County childcare facility just 93 feet away. This proximity to essential services creates a model for sustainable, amenity-rich affordable housing that supports resident well-being while reducing vehicle miles traveled and greenhouse gas emissions.

On May 5, 2025 the City Planning Division approved a Development Review application for the Tupelo project with conditions. The development project is consistent with all Zoning requirements and regulations (see Attachments 2 and 3). The development of this site contributes to General Plan goals – sustainability and transit-oriented development as well as connectivity to the City of Woodland's cultural and historic downtown, while also furthering alignment with the City's affordable housing needs. Once completed, this project will contribute an additional 72 extremely low, very low and low-income units toward the City's Regional Housing Needs Allocation for this income bracket.

Discussion:

Tupelo Family Apartments is anticipated to cost \$52 million to complete. Yolo County Housing, along with its development partners Brinshore Development and Operative Office Inc, is actively seeking funding support to ensure timely completion of the project. To date, Yolo County Housing, in partnership with the City of Woodland and the Yolo Transit District (YTD), has applied for \$28 million to support the Tupelo project through the Affordable Housing Sustainable Communities (AHSC) grant program.

Administered by the Strategic Growth Council and implemented by the Department of Housing and Community Development (HCD), the AHSC Program funds land-use, housing, transportation, and land preservation projects to support infill and compact development that reduces greenhouse gas emissions. Funding for the AHSC Program is provided by the Greenhouse Gas Reduction Fund, an account established to receive Cap-and-Trade auction proceeds. If awarded, roughly \$14 million in AHSC funds will be used to build Tupelo Family Apartments, and another approximately \$14 million will be used for on and off-site Sustainable Transportation Infrastructure (STI) improvements, such as enhanced bicycle infrastructure, new sidewalks, and zero-emission (ZEV) infrastructure consistent with grant requirements.

Upon the successful AHSC award of Tupelo, the City has agreed to complete the following STI improvements within five years of the grant award:

- Installation of Class II bike lanes along Matmor Road, Lemen Avenue, Cannery Road, and Industrial Way (City of Woodland has right of way and will be the primary responsible entity and AHSC payee for this portion of the grant); and

- New sidewalks along the south side of Lemen Ave and sidewalk improvements along Matmor Road (City of Woodland has right of way and will be the primary responsible entity and AHSC payee for this portion of the grant).

Additionally, AHSC funds will be leveraged to support YTD transportation enhancements, including the purchase of 12 new zero-emission buses that will collectively reduce headways on Routes 42A and 42B to 30 minutes all day—providing Tupelo residents and residents throughout Yolo County with direct, frequent, and reliable service to downtown Woodland, Davis, West Sacramento, Midtown Sacramento, and the Sacramento Airport. AHSC funds would support the installation of 5 charging stations for the new zero-emission buses. If awarded, YTD will provide residents of Tupelo Family Apartments with transit passes and memberships to the YoloCommute program for 15 years at no cost to the residents. Additionally, the grant will fund the purchase and installation of ten new bus shelters, which will be located within a one-mile radius of the development, along YTD’s existing regional 42A and B lines, as well as local 211 and 212 lines.

To support the overall financial viability of the project, Yolo County Housing and its partners will be applying for Sutter Health’s Community Health Investment program, which offers annual investments through grants to projects that align with their community benefit goals. Sutter Health aims to sustain vital services, reduce disparities in vulnerable populations, and increase resources in communities by providing financial support and services to the areas it serves. It is anticipated that the portal for applications will open in late July or early August 2025. Having the City funding committed at the time of the Sutter application should improve the project’s competitiveness. Sutter Health’s funding, if awarded, will help fund the community services space near or on the ground floor of one of the buildings and provide funding for services to residents at no cost to the residents.

City Financial Commitment

To support the first phase of development of the Yolano Donnelly project, Tupelo Family Apartments, Yolo County Housing has requested City financial support in the amount of \$1.5 million. Financial support from the city will help leverage current and future funding opportunities, including the Sutter grant and future tax credit applications, making Yolo County Housing’s applications more competitive in what is a highly competitive affordable housing financing market.

It is recommended the City of Woodland contribute \$1.5 million in Affordable Housing In-Lieu Fees funds to the project. A funding commitment of \$1.5 million provides \$20,833 per affordable unit to the Project, which compares favorably with recent City-funded projects such as Mutual Housing Phase I (\$38,462/unit) and Vista Del Robles Phase II (\$41,667/unit).

As previously noted, \$500,000 in ARP funds that were previously set aside for the Yolano Donnelly Project shall be replaced by an equivalent allocation of In-Lieu Fees (\$500,000 of the \$1.5 million total award). At the time of original request from YCHA for funding support for Yolano Donnelly the balance of affordable housing In-Lieu fees were insufficient to support the request. Over the past four years, the City has received additional In-Lieu fees and is now recommending that these funds be used in place of the ARP funds. Staff plan to return to Council in September with an update on the ARP spending plan and recommendation(s) for allocation of the remaining funds.

Conclusion:

Staff recommend the City Council adopt Resolution No. _____,

- 1) Approving an appropriation of \$1,500,000 from the Affordable Housing In-Lieu Fees Fund (1327) and authorizing the Finance Officer to amend the Fiscal Year 2026 budget as necessary;
- 2) Authorizing the City to enter into a Loan Agreement with Yolo County Housing or its affiliates for the development of Tupelo Family Apartments;

- 3) Approving a fifty-five year residual receipts loan in the amount of \$1,500,000 with three percent (3%) simple interest for Tupelo Family Apartments;
- 4) Authorizing the City to enter into a regulatory agreement and declaration of restrictive covenants with Tupelo Family Apartments to ensure the affordability of the project for a term of not less than 55 years; and
- 5) Authorizing the City Manager to execute the Loan Agreement and regulatory agreement in a form as prepared and approved by the City Attorney and take such other actions and execute such documents as necessary to make the City loans and ensure the affordability of the project.

Prepared by: Franklin Cui, Housing Analyst II

Reviewed by: Erika Bumgardner, Community Development Deputy Director / Kim McKinney, Administrative Services Director



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Tupelo Funding Commitment
2. PLNG-25-00001 Approved Plans 5.5.25
3. PLNG 25-00001 Tupelo Affordable Housing, Approval Letter

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE APPROPRIATION OF \$1,500,000 IN AFFORDABLE HOUSING
FUNDS, IN CONNECTION WITH TUPELO FAMILY APARTMENTS**

WHEREAS, in September 2024 the Housing Authority of the County of Yolo (Yolo County Housing or YCH) was awarded \$500,000 in Choice Neighborhoods Planning (CNP) grant funds from the Federal Department of Housing and Urban Development (HUD), to assist in the development of a Transformation Plan for the Yolano and Donnelly target housing sites and the surrounding neighborhood (Yolano-Donnelly Project). The CNP grant is anticipated to provide YCH additional points for the highly competitive Choice Neighborhoods Implementation (CNI) grant of up to \$50 million to be used for the entire re-positioning of the Yolano-Donnelly project; and

WHEREAS, while awaiting potential future CNI funding allocations, the re-positioning strategy will begin with an independent "Early Project in the Neighborhood," which is the affordable housing project known as the Tupelo Family Apartments development ("Tupelo"); and

WHEREAS, Tupelo will develop a 2.4-acre underutilized site in Woodland into a vibrant low-rise community with 73 units (72 income-restricted and one unrestricted managers unit) serving families earning up to 80% AMI across a diverse mix of unit sizes. This multifamily development is proposed on the south side of Lemen Avenue at APN: 063-060-005. The site is zoned Corridor Mixed Use – Armfield (CMU-A); and

WHEREAS, the 73-unit, Tupelo Family Apartments development is anticipated to cost \$52 million. Yolo County Housing, along with its development partners Brinshore Development and Operative Office Inc, is actively seeking funding support to ensure timely completion of the project. To date, YCH, in partnership with the City of Woodland and the Yolo Transit District (YTD), has applied for \$28 million to support the Tupelo project through the Affordable Housing Sustainable Communities (AHSC) grant program; and

WHEREAS, to further support the Tupelo residential development, YCH has requested City financial support in the amount of \$1.5 million. Financial support from the city will help leverage current and future funding opportunities, including future tax credit applications, making YCH's applications more competitive in a highly competitive affordable housing financing market; and

WHEREAS, it is recommended that the City of Woodland contribute \$1.5 million in Affordable Housing In-Lieu Fees funds (Fund 1327) to the project. A funding commitment of \$1.5 million averages out to roughly \$20,833 per affordable unit in the Tupelo project, which compares favorably with recent City-funded projects; and

WHEREAS, on May 5, 2025, the City Planning Division approved a Development Review application for the Tupelo project with conditions. The development project is consistent

with all Zoning requirements and regulations. The development of this site contributes to General Plan goals – sustainability and transit-oriented development, as well as connectivity to the City of Woodland’s cultural and historic downtown, while also furthering alignment with the City’s affordable housing needs. Once completed, Tupelo will contribute an additional 72 extremely low, very low and low-income units toward the City’s Regional Housing Needs Allocation for this income bracket; and

WHEREAS, it is recommended that \$500,000 in ARP funds previously awarded to the City of Woodland for the Armfield-Lemen Transformation be replaced by an equivalent allocation of In-Lieu fees (\$500,000 of the \$1.5 million total award). The ARP funding will be reserved for other uses as directed by City Council.

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

SECTION 1. The City Council hereby authorizes the appropriation of \$1,500,000 from the Affordable Housing In-Lieu Fees Fund (1327) and authorizing the Finance Officer to amend the Fiscal Year 2026 budget as necessary.

SECTION 2. The City Council hereby authorizes the City to enter into a Loan Agreement with Yolo County Housing or its affiliates for the development of Tupelo Family Apartments.

SECTION 3. The City Council hereby approves a fifty-five-year residual receipts loan in the amount of \$1,500,000 with three percent (3%) simple interest for Tupelo Family Apartments.

SECTION 4. The City Council hereby authorizes the City Manager City to enter into a regulatory agreement and declaration of restrictive covenants with Tupelo Family Apartments to ensure the affordability of the project for a term of not less than 55 years.

SECTION 5. The City Council hereby authorizes the City Manager to execute the Loan Agreement and regulatory agreement in a form as prepared and approved by the City Attorney and take such other actions and execute such documents as necessary to make the City loans and ensure the affordability of the project.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney

TUPELO AFFORDABLE HOUSING

PLANNING RESUBMITTAL

W O O D L A N D , C A L I F O R N I A

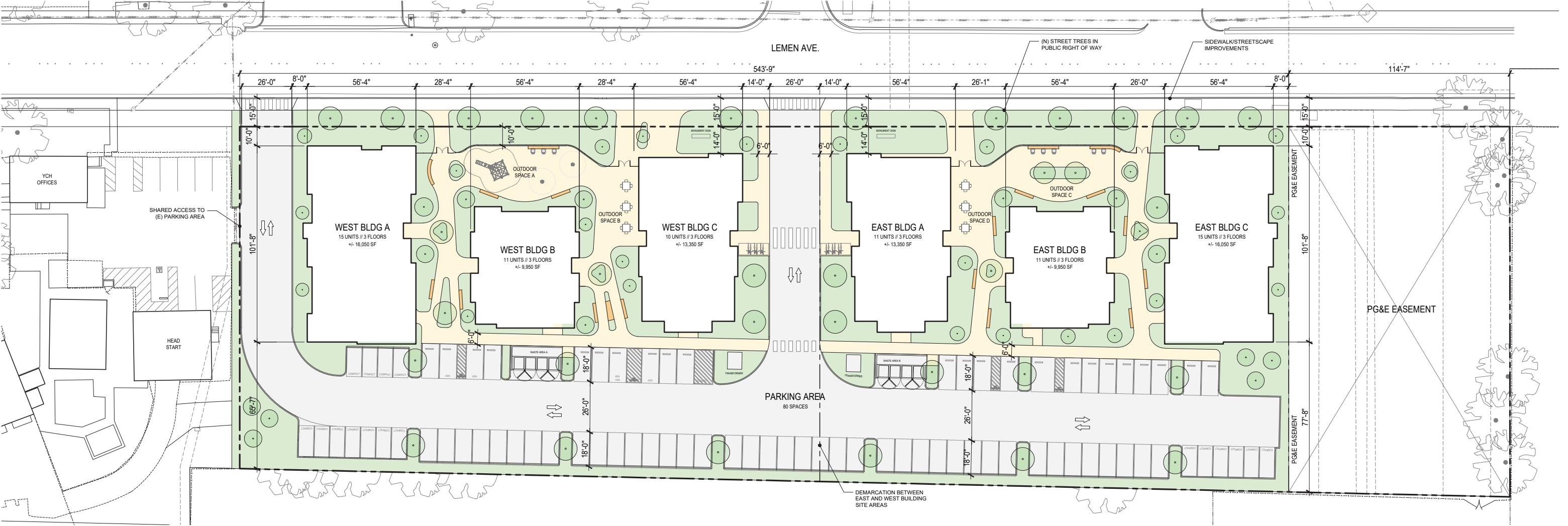
***PLANNING APPROVAL**

With Development Requirement Attachment



Date: May 5 2025 *HADLIE WARD*

Planning Permit # PLNG-25-00001



COMBINED SITE SUMMARY

PLANNING AREA:	+/- 76,900 SF
# OF FLOORS:	3 FLOORS
PARKING:	80 SPACES
UNITS SUMMARY	
ONE BEDROOMS	35
TWO BEDROOMS	18
THREE BEDROOMS	20
TOTAL	73 UNITS
AMENITY AND UTILITY SPACE	



WEST SITE - SUMMARY

UNITS SUMMARY	
ONE BEDROOMS	17
TWO BEDROOMS	9
THREE BEDROOMS	10
TOTAL	36 UNITS

PLANNING AREA:	+/- 38,450 SF
# OF FLOORS:	3 FLOORS
PARKING:	41 SPACES

WEST BUILDING A

PLANNING AREA:	+/- 16,050 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	6
TWO BEDROOMS	3
THREE BEDROOMS	6
TOTAL	15 UNITS

WEST BUILDING B

PLANNING AREA:	+/- 9,050 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	11
TWO BEDROOMS	0
THREE BEDROOMS	0
TOTAL	11 UNITS

WEST BUILDING C

PLANNING AREA:	+/- 13,350 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	0
TWO BEDROOMS	6
THREE BEDROOMS	4
TOTAL	10 UNITS

EAST SITE - SUMMARY

UNITS SUMMARY	
ONE BEDROOMS	18
TWO BEDROOMS	9
THREE BEDROOMS	10
TOTAL	37 UNITS

PLANNING AREA:	+/- 38,450 SF
# OF FLOORS:	3 FLOORS
PARKING:	39 SPACES

EAST BUILDING A

PLANNING AREA:	+/- 13,350 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	1
TWO BEDROOMS	6
THREE BEDROOMS	4
TOTAL	11 UNITS

EAST BUILDING B

PLANNING AREA:	+/- 9,050 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	11
TWO BEDROOMS	0
THREE BEDROOMS	0
TOTAL	11 UNITS

EAST BUILDING C

PLANNING AREA:	+/- 16,050 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	6
TWO BEDROOMS	3
THREE BEDROOMS	6
TOTAL	15 UNITS

PROJECT DATA

APN

063-060-005

ZONING

CORRIDOR MIXED USE - ARMFIELD (CMU-A)	NO CHANGE TO ZONE
EXISTING LAND USE	VACANT
PROPOSED LAND USE	AFFORDABLE MULTI-FAMILY
PROPOSED BUILDING STOREIS	3 STORIES (NO ELEVATOR)
OCCUPANCY	R-2
CONSTRUCTION TYPE	TYPE VB
SPRINKLERS	NFPA 13
SITET AREA	121,802 SF (2.8 ACRES)
	WITHOUT PG&E EASEMENT 99,682 SF (2.29 ACRES)

PLANNING AREA SUMMARY (SEE SITE PLAN FOR BUILDING BREAKDOWN)

GROUND FLOOR	26,850 SF
SECOND FLOOR	25,750 SF
THIRD FLOOR	25,750 SF
TOTAL PROPOSED FLOOR AREA	78,350 SF

DENSITY SUMMARY

ALLOWABLE DENSITY	40 UNITS PER ACRE
PROPOSED UNITS PER ACRE	26 UNITS PER ACRE

FLOOR AREA RATIO

CMU-A F.A.R. MIN	0.5 (60,900 SF)
CMU-A F.A.R. MAX	3 (365,400 SF)
PROPOSED F.A.R.	0.70 (78,350 SF)

UNIT INFORMATION (SEE SITE PLAN FOR BUILDING BREAKDOWN)

ONE BEDROOM	35 UNITS
TWO BEDROOM	18 UNITS
THREE BEDROOM	20 UNITS
TOTAL PROPOSED UNITS	73 UNITS

COMMON OUTDOOR SPACES

OUTDOOR SPACE A - PLAY AREA	1,700 SF
OUTDOOR SPACE B - SEATING AREA	600 SF
OUTDOOR SPACE C - SEATING AREA	600 SF
OUTDOOR SPACE C - GATHERING AREA	1,700 SF
PROVIDED OPEN SPACE	4,600 SF

COMMON INDOOR SPACES

COMMUNITY ROOM	1,200 SF
OFFICES	470 SF
FLEX SPACES // SERVICE SPACES	600 SF
PROVIDED	2,270 SF

BICYCLE PARKING

SHORT TERM (CLASS 1) PROVIDED	12
LONG TERM (CLASS 2) PROVIDED	15

LAUNDRY

REQUIRED LAUNDRY (1 PER 10 UNITS)	8.0
PROVIDED WASHERS	8
PROVIDED DRYERS	8

ADDRESS

CURRENTLY VACANT -ADDRESS TO BE ASSIGNED

SETBACKS

REQUIRED FRONT	10'-0"
PROVIDED FRONT	10'-0"
REQUIRED INTERIOR	0'-0"
PROVIDED INTERIOR	0'-0"
REUIRED REAR	0'-0"
PROVIDED REAR	0'-0"

HEIGHT REQUIREMENTS

ALLOWABLE HEIGHT	45'-0"
PROPOSED HEIGHT	38'-0"

LOT COVERAGE

MAX LOT COVERAGE	70% (85,260 SF)
PROPOSED LOT COVERAGE	25% (26,850 SF)

MOBILITY UNITS PROVIDED

15% ONE BEDROOM UNITS	6 UNITS
15% TWO BEDRIOOM UNITS	3 UNITS
15% THREE BEDROOM UNITS	3 UNITS
TOTAL PROPOSED UNITS	12 UNITS

HEARING VISION UNITS PROVIDED

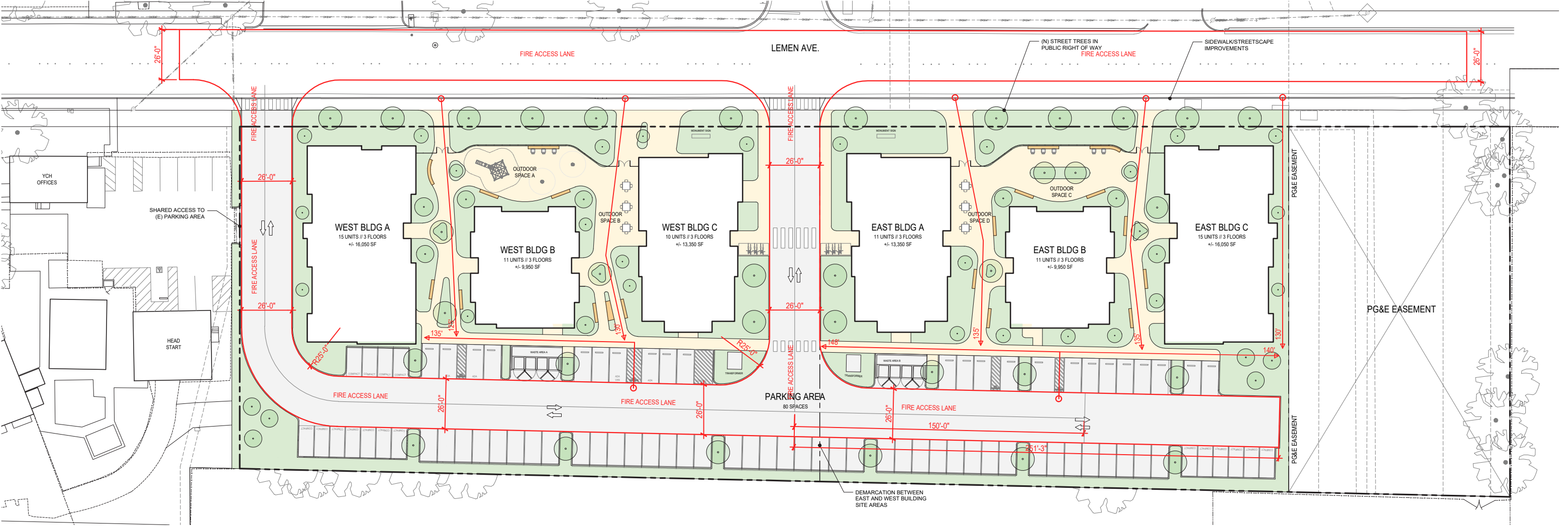
10% ONE BEDROOM UNITS	4 UNITS
10% TWO BEDRIOOM UNITS	2 UNITS
10% THREE BEDROOM UNITS	2 UNITS
TOTAL PROPOSED UNITS	8 UNITS

PARKING

STANDARD	55
COMPACT	17
ACCESSIBLE	8
PARKING PROVIDED	80

PARKING - EV CHARGING

EV CHARGING SPACES	6
ACCESSIBLE EV CHARGING SPACES	2
EV READY CHARGING SPACES	32



COMBINED SITE SUMMARY

PLANNING AREA:	+/- 76,900 SF
# OF FLOORS:	3 FLOORS
PARKING:	80 SPACES
UNITS SUMMARY	
ONE BEDROOMS	35
TWO BEDROOMS	18
THREE BEDROOMS	20
TOTAL	73 UNITS
AMENITY AND UTILITY SPACE	



WEST SITE - SUMMARY

UNITS SUMMARY	
ONE BEDROOMS	17
TWO BEDROOMS	9
THREE BEDROOMS	10
TOTAL	36 UNITS

PLANNING AREA:	+/- 38,450 SF
# OF FLOORS:	3 FLOORS
PARKING:	41 SPACES

WEST BUILDING A

PLANNING AREA:	+/- 16,050 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	6
TWO BEDROOMS	3
THREE BEDROOMS	6
TOTAL	15 UNITS

WEST BUILDING B

PLANNING AREA:	+/- 9,050 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	11
TWO BEDROOMS	0
THREE BEDROOMS	0
TOTAL	11 UNITS

WEST BUILDING C

PLANNING AREA:	+/- 13,350 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	0
TWO BEDROOMS	6
THREE BEDROOMS	4
TOTAL	10 UNITS

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PLANNING AREA:	+/- 38,450 SF
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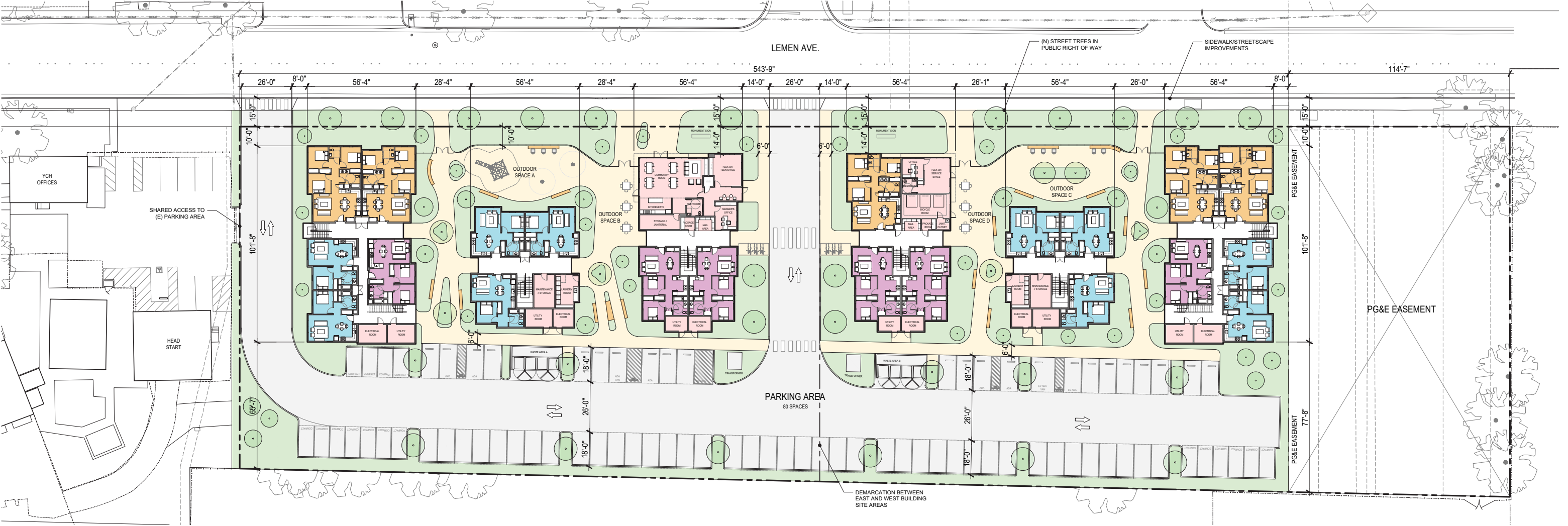
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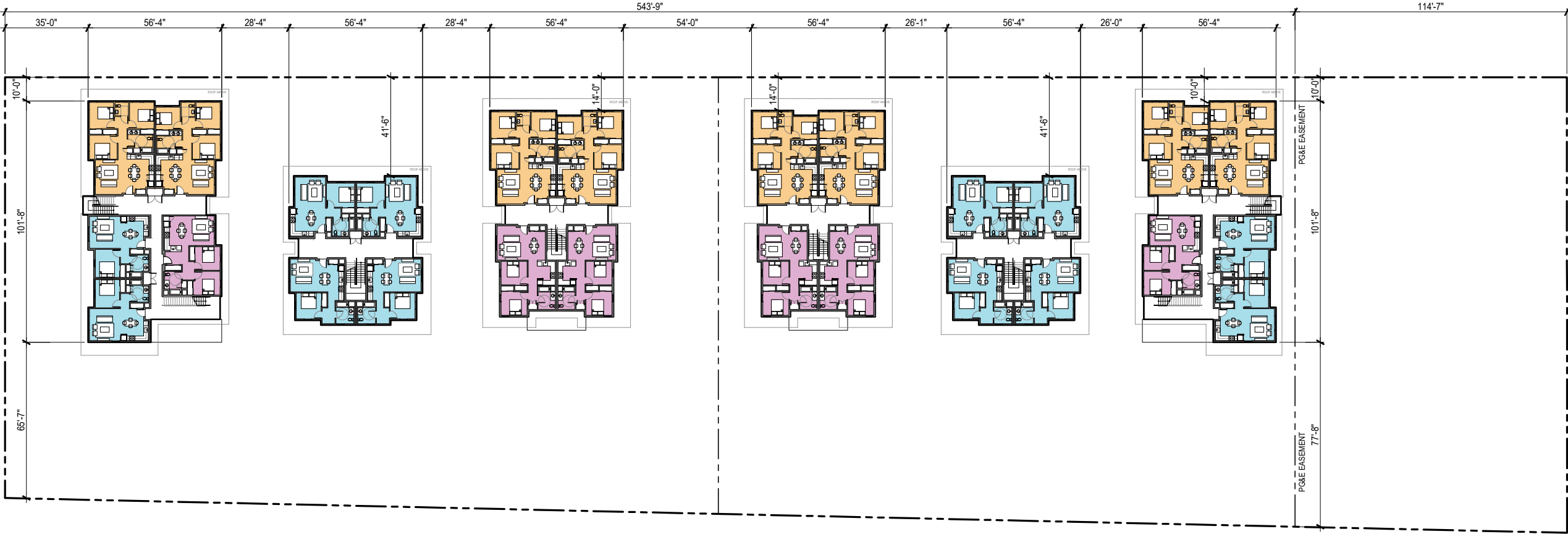
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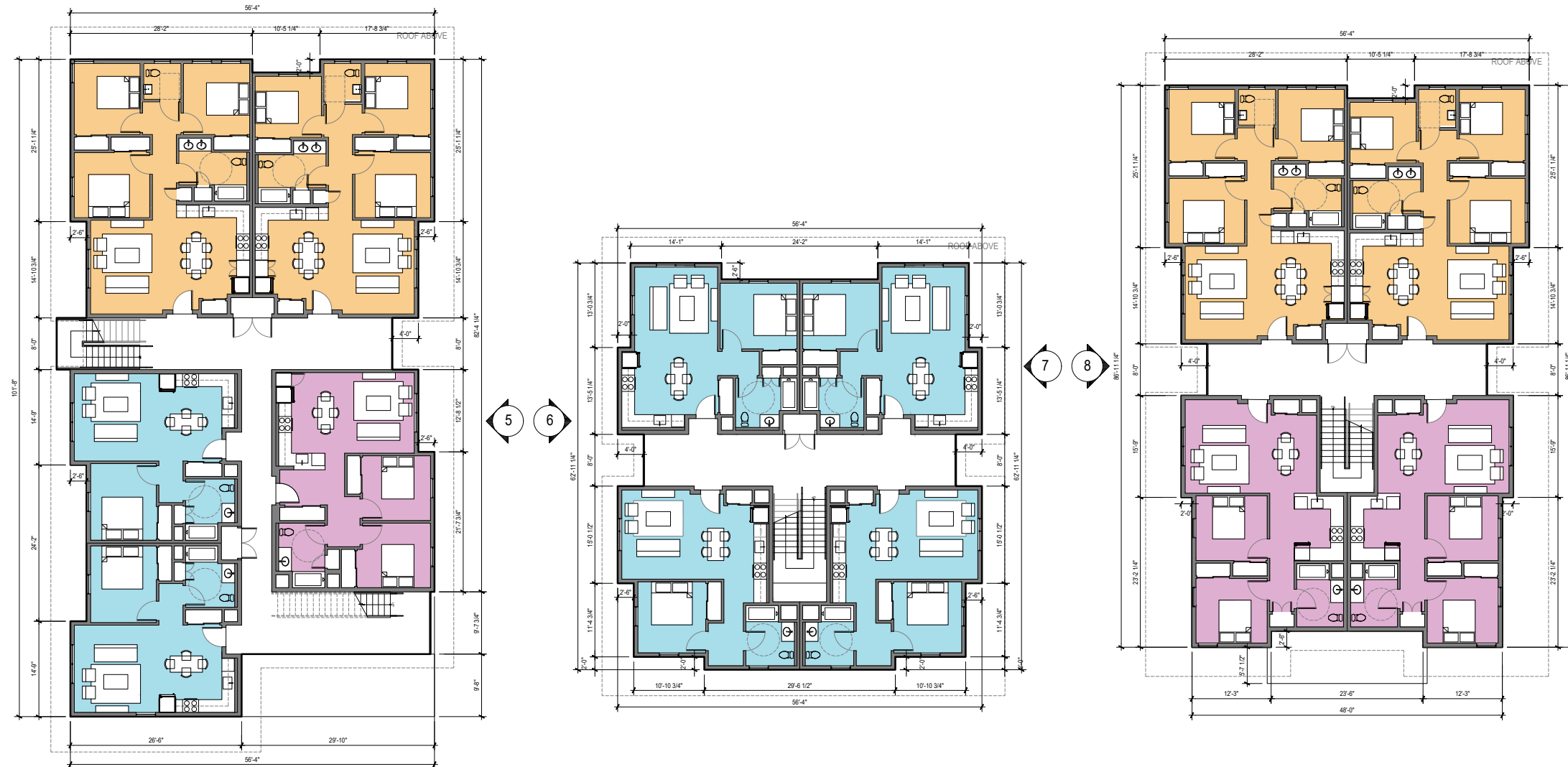
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TOTAL	10 UNITS





1. NORTH ELEVATION



2. WEST ELEVATION

LEGEND

1. FIBER CEMENT LAP SIDING - 6" WIDTH
2. FIBER CEMENT SIDING - 9" WIDTH
3. FIBER CEMENT FLAT PANEL
4. FIBER CEMENT ROOF FASCIA
5. MEDIUM SMOOTH STUCCO
6. METAL FLASHING
7. METAL STAIR AND/OR GUARDRAIL
8. EDGE OF PUBLIC SIDEWALK
9. METAL GUTTER AND DOWNSPOUT
10. TPO ROOF MEMBRANE
11. WINDOW SYSTEM - ALUMINUM OR VINYL TBD
12. STOREFRONT WINDOW AND DOOR SYSTEM
13. METAL OVERHANG
14. METAL WINDOW SHADE DEVICE
15. PAINTED CONCRETE SLAB ON GRADE
16. METAL BIKE RACK
17. METAL DOOR
18. SITE FENCE, PAINTED METAL, 42" - 48" HIGH
19. PROJECT MONUMENT SIGN TBD
20. PROPERTY LINE FENCE - WOOD SLAT, 72" HIGH



3. SOUTH ELEVATION



4. EAST ELEVATION

LEGEND

1. FIBER CEMENT LAP SIDING - 6" WIDTH
2. FIBER CEMENT SIDING - 9" WIDTH
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5. INTERIOR BUILDING ELEVATION



6. INTERIOR BUILDING ELEVATION



8. INTERIOR BUILDING ELEVATION



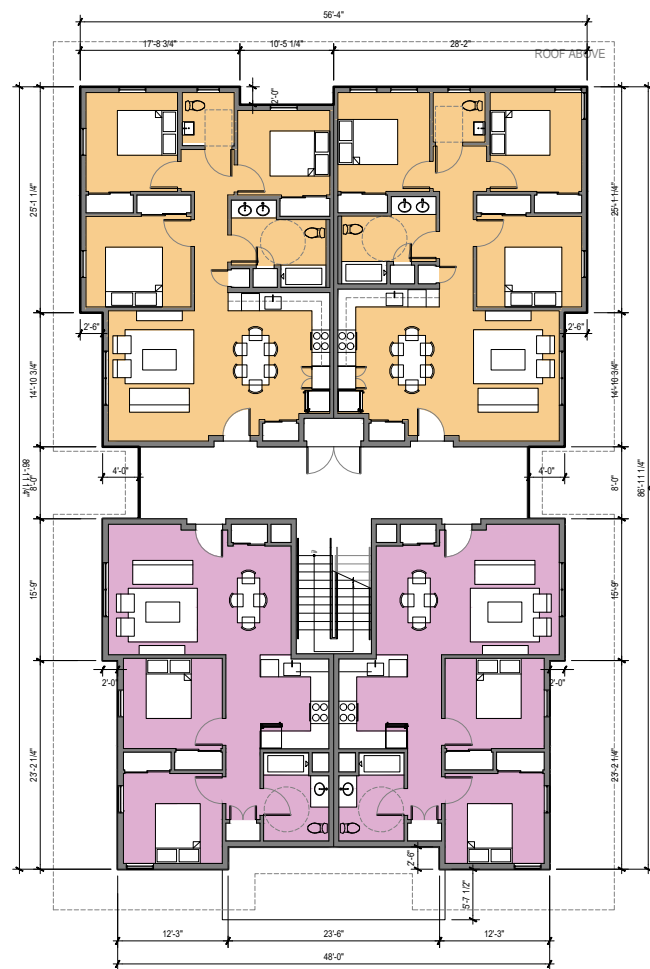
7. INTERIOR BUILDING ELEVATION

LEGEND

- | | |
|---------------------------------------|---|
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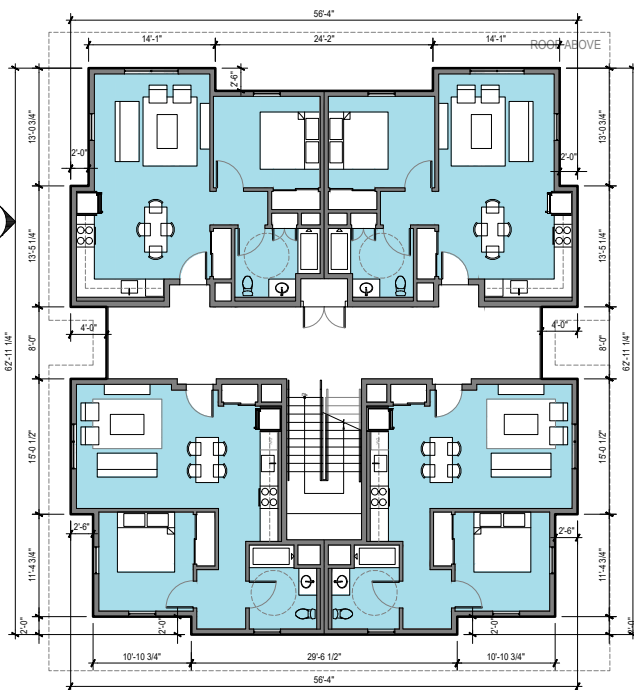


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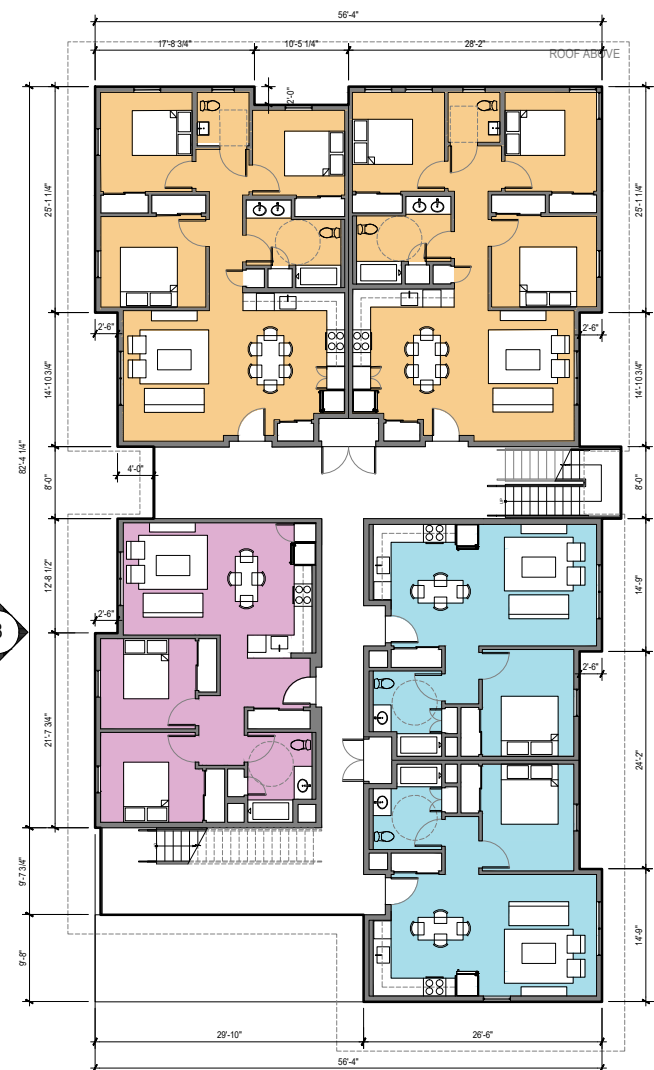
5

6



7

8



4

3

EAST SITE - SUMMARY

PLANNING AREA:	+/- 38,450 SF
# OF FLOORS:	3 FLOORS
PARKING:	39 SPACES
UNITS SUMMARY	
ONE BEDROOMS	18
TWO BEDROOMS	9
THREE BEDROOMS	10
TOTAL	37 UNITS

EAST BUILDING A

PLANNING AREA:	+/- 13,350 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	1
TWO BEDROOMS	6
THREE BEDROOMS	4
TOTAL	11 UNITS

EAST BUILDING B

PLANNING AREA:	+/- 9,050 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	11
TWO BEDROOMS	0
THREE BEDROOMS	0
TOTAL	11 UNITS

EAST BUILDING C

PLANNING AREA:	+/- 16,050 SF
# OF FLOORS:	3 FLOORS
UNITS SUMMARY	
ONE BEDROOMS	6
TWO BEDROOMS	3
THREE BEDROOMS	6
TOTAL	15 UNITS



1. NORTH ELEVATION



2. WEST ELEVATION

LEGEND

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3. SOUTH ELEVATION



4. EAST ELEVATION

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5. INTERIOR BUILDING ELEVATION



6. INTERIOR BUILDING ELEVATION



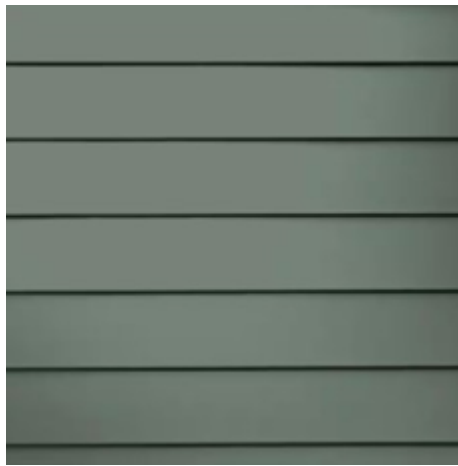
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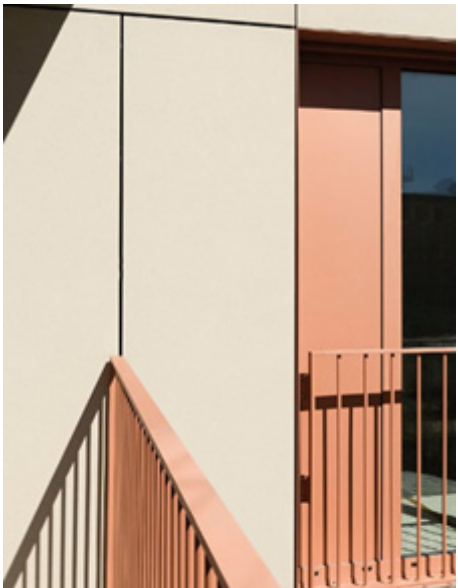
FIBER CEMENT LAP SIDING 1 - GREEN SHADES



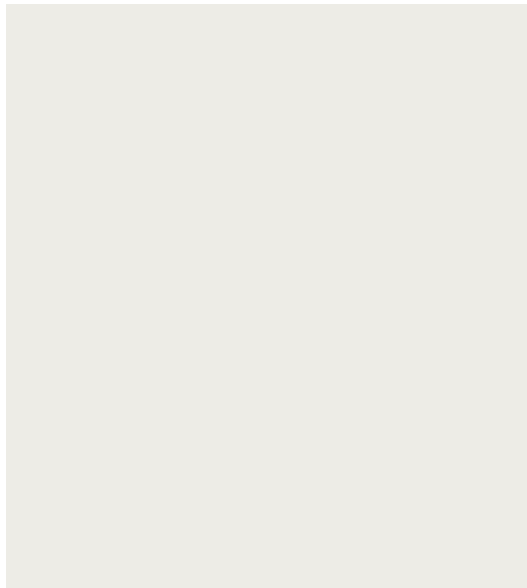
FIBER CEMENT LAP SIDING 2 - BLUE SHADES



FIBER CEMENT - FLAT PANEL WINDOW ACCENTS



METAL STAIR AND GUARDRAILS



MEDIUM SMOOTH STUCCO



PERSPECTIVE 1 - NORTHWEST BIRD'S EYE VIEW 18













300 FIRST ST | WOODLAND, CA 95695 | OFFICE: (530) 661-5820

May 5, 2025

Attn: Michael den Hartog
Operative Office, Inc.
4801 Frieda Drive
Los Angeles, CA, 90065

**Subject: Development Review Application | Tupelo Affordable Housing
APN: 063-060-005-000 | PLNG 25-00001**

The City of Woodland would like to thank you for your application for Development Review of a new three-story, 73-unit, affordable housing project on behalf of the Yolo County Housing Authority. The project site (APN: 063-060-005-000) is in the Corridor Mixed-Use Armfield (CMU-A) zone per the City of Woodland Zoning Ordinance.

City staff have reviewed your proposal for compliance with the City Development Code. Upon review, staff have determined that the application is **approved**, subject to the attached development requirements.

Any appeals of this decision shall be filed in writing within 10 calendar days of the date of this letter. The decision shall be considered final following the end of the appeal period.

Should you have any questions, reach out by phone at (530) 661-5960 or by email at hadlie.ward@cityofwoodland.gov.

Respectfully,

A handwritten signature in black ink, appearing to read "Hadlie Ward".

Hadlie Ward, Planning Division
Community Development Department

Attachment: (1) Exhibit A – Development Requirements

EXHIBIT A

City of Woodland Development Requirements

Tupelo Affordable Housing | APN: 063-060-005-000 | PLNG 25-00001

GENERAL

1. These requirements apply to the plans dated April 25, 2025, for Development Review of a 73-unit, 100% affordable multifamily development proposed on the south side of Lemen Avenue at APN: 063-060-005-000. The site is zoned Corridor Mixed Use – Armfield (CMU-A). The proposed development will be located on approximately 2.412 acres, west of the existing Pacific Gas & Electric Company easement and east of the existing buildings on the site, which are currently addressed 1224-1230 Lemen Avenue. No changes to the existing structures on the west side of the property are proposed.

There are 35 one-bedroom, 18 two-bedroom, and 20 three-bedroom units proposed. A community room with a kitchenette, two shared laundry rooms with a total of eight washers and dryers, a mail area, leasing office, manager office, maintenance storage room, and bicycle storage room are also included in the project plans.

The project proposes to provide 80 off-street vehicle parking spaces, 12 Class I bike parking spaces, and 15 Class II bike parking spaces. Four common outdoor areas are proposed, including a play area, seating areas, and gathering area, for a total of 4,600 square feet of designated open space. The project shall be established and operated as depicted in the approved plans and the requirements outlined in the Development Review approval, and any subsequent amendments as required by the City.

2. The applicant shall defend, indemnify, and hold harmless the City of Woodland, its agents, officers or employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void or annul an approval of the subject application by the City, its legislative body, advisory agencies or administrative officers. The City will promptly notify the applicant of any such claim, action or proceeding against the City and the applicant will either, at the City's discretion, undertake defense of the matter and pay the City's associated legal costs, or will advance funds to pay for defense of the matter by the City Attorney.
3. The applicant shall secure approval and satisfy the requirements of all agencies with jurisdiction prior to Certificate of Occupancy.
4. The applicant shall be responsible for informing all subcontractors, consultants, engineers, or other business entities providing services related to the project of their

responsibilities to comply with all pertinent requirements herein in the City of Woodland Municipal Code, including the requirements that a business license be obtained by all entities doing business in the City.

5. Prior to the issuance of building permits, the applicant shall include a Final Plan Set, with all development requirements and applicable City Standards incorporated or clearly listed on the plans. All plans, including site, grading, civil, mechanical, street improvement, landscaping, lighting, and architectural elevations, shall be coordinated for consistency prior to the issuance of permits.
6. Prior to the issuance of a Certificate of Occupancy, all development requirements and required improvements shall be completed to the satisfaction of the Community Development Department. Design changes that require modification to uses, elevations or site features shall be submitted for review and approval through the appropriate planning process.
7. The applicant shall enter into a recorded landscape maintenance agreement with the City of Woodland prior to Certificate of Occupancy. The landscape maintenance agreement shall run with the property. The operating agreement shall provide for the continual maintenance of the property in a neat and tidy manner, landscape maintenance and replenishment of plants. A copy of the recorded landscape maintenance agreement shall be provided to the Planning Division to be kept on file prior to Certificate of Occupancy.
8. Applicant shall provide documentation that there are no private wells on site or that the project shall abandon any on-site wells with the construction of site improvements.
9. Prior to the start of any work on-site, the applicant shall request and attend a pre-construction meeting to include the project superintendent, architect, subcontractors, as well as City representatives including Community Development and/or Public Works.
10. Prior to the commencement of construction on any project, the applicant shall ensure that the construction contractor has established construction recycling measures pursuant to all other City requirements.
11. Prior to issuance of building permits and inception of any construction activity on the site, the developer shall submit a construction impact management plan include a project development schedule and a “good neighbor” information for review and approval by the Community Development Department. The plan shall include but is not limited to phone listing for community concerns, names of persons who can be contacted to correct problems, hours of construction activity, noise limits, dust control measures, security fencing, and temporary walkways.

12. An effective dust control program shall be implemented whenever earth moving activities occur on site. Public streets shall be kept dirt-free to the satisfaction of the City.
13. At time of first work on site, any undeveloped portion of the parcels shall be secured with temporary fencing and lighting to deter criminal activity, loitering and/or encampments.
14. In the event of the accidental discovery or recognition of any human remains, further excavation or disturbance of the find or any nearby area reasonably suspected to overlie adjacent human remains shall not occur until compliance with the provisions of CEQA Guidelines Section: 15064.5(e)(1) and (2) has occurred. The Guidelines specify that in the event of the discovery of human remains other than in a dedicated cemetery, no further excavation at the site or any nearby area suspected to contain human remains shall occur until the Yolo County Coroner has been notified to determine if an investigation into the cause of death is required. If the Coroner determines that the remains are Native American, then, within 24 hours, the coroner must notify the Native American Heritage Commission, which in turn will notify the most likely descendants who may recommend treatment of the remains and any grave goods. The potential exists that the Native American Heritage Commission may be unable to identify a most likely descendant, the most likely descendant fails to make a recommendation within 24 hours after notification by the Native American Heritage Commission, or the landowner or his authorized agent rejects the recommendation by the most likely descendant and mediation by the Native American Heritage Commission fails to provide a measure acceptable to the landowner. In such a case, the landowner or their authorized representative shall rebury the human remains and grave goods with appropriate dignity at a location on the property not subject to further disturbances. Should human remains be encountered, a copy of the resulting County Coroner report noting any written consultation with the Native American Heritage Commission shall be submitted as proof of compliance to the City's Community Development Department.
15. In the event a potentially significant cultural or paleontological resource is encountered during subsurface earthwork activities, all construction activities within a 100-foot radius of the find shall cease, and workers shall avoid altering the materials until an archaeologist who meets the Secretary of Interior's Professional Qualification Standards for archaeology has evaluated the find. The Applicant shall include a standard inadvertent discovery clause in every construction contract to inform contractors of this requirement. The qualified archeologist shall make recommendations to the Lead Agency on the measures that shall be implemented to protect the discovered resources, including but not limited to, culturally appropriate temporary and permanent treatment, which may include avoidance of cultural resources, in-place preservation, and/or re-burial on project property, so the resource(s) are not subject to further disturbance in perpetuity.

16. Prior to first Certificate of Occupancy, all development requirements shall be completed to the satisfaction of the Community Development Department. The site and buildings shall be inspected for compliance prior to the Certificate of Occupancy.

PLANNING

1. The site shall be developed and maintained in accordance with the approved plans, which include architectural elevations, site plan, and floor plans. Should there be a change or intensification of the described use, the change shall be described and provided in writing to be evaluated by the Community Development Director to determine general consistency with the provisions of the permit.
2. Applicant shall comply with the design requirements as stated in the City of Woodland Zoning Ordinance for any exterior changes, modifications, and additions to the subject development. All exterior changes beyond those stated in the original approval shall require further review through the Community Development Department.
3. Any new signage, modifications or changes to the signage shall conform to the City Zoning Ordinance. Applicant shall apply for the permits for the signage, including proposed monument sign and any directional signage, in a separate application. Required building permits are required for exterior signs prior to installation. All signs shall be reviewed through the Design Review process and approved by the Community Development Department prior to issuance of building permits.
4. All fencing (including footings) shall reside within the private property and shall be privately owned and maintained. Fence posts shall be set in concrete. Any fence adjacent to the public right-of-way shall be stained, painted, or treated with a graffiti-resistant coating.
5. All exterior mechanical equipment such as heating, ventilation, and air conditioning units, water tanks, valves, backflow prevention devices, solar panels, and transformers shall be fully screened and not be viewable from the public right-of-way to the extent possible, unless departmental, utility, or regulatory agency requirements for access and placement make infeasible. Location and screening details shall be provided with the building permit submittal and must be approved prior to issuance of building permits.
6. Exterior finish materials shall have an expected lifespan of no less than 30 years. Exterior timber shall be protected from decay by stain and sealant. Exterior ferrous metals shall be protected from corrosion with galvanized, stainless, or weathering steel.

7. All buildings shall be all-electric ready, including providing for sufficient capacity in the installed utility service, dedicated wiring, reserved electrical breaker space, and a space large enough for future electric appliances or equipment. All new developments shall meet California Green Building Code requirements.

Building Design

8. Exterior primary entrances to community spaces shall be covered by a roofed projection and/or recessed entry with a minimum depth of six feet, or as otherwise approved by the Director and illustrated on the project plans and elevations.
9. The applicant shall provide a final materials and colors board with the building permit submittal. Final exterior colors shall be subject to final review by City staff.
10. All onsite and on-building utilities, such as meters, boxes, pipes, and conduit, shall be painted to match the building wall and/or screened by way of landscaping, low decorative fencing, or walls, subject to review and approval by the Community Development Department.

Parking and Site Circulation

11. All parking areas shall be graded, paved, improved, and properly drained in accordance with City standards and subject to approval by the City Engineer.
12. All parking stalls shall be clearly outlined with striping, and all aisles, approach lanes, and turning areas shall be clearly marked with directional arrows and lines as necessary to provide for safe traffic movement. Parking space sizes and dimensions shall be constructed according to City standards.
13. The pedestrian route between parking areas and the primary pedestrian entrances shall be clearly defined, lighted, and landscaped. Where a required walkway crosses parking areas or loading areas, it shall be clearly identifiable by a raised crosswalk, stamped concrete design, or similar method. Concrete design shall be submitted for review with the building permit submittal.
14. Where a required walkway is parallel and adjacent to an auto travel lane, it shall be raised or separated from the auto travel lane by a raised curb at least four inches high, bollards, or another physical barrier.

15. Pedestrian walkways shall be a minimum of six feet wide, hard-surfaced, and paved with concrete, stone, tile, brick, or comparable material.
16. Screening, including landscaping and fencing, shall be used to prevent lights from cars in the parking lot from shining onto surrounding properties.
17. Class I and Class II bicycle parking spaces shall be a minimum of two feet in width and six feet in length and shall be accessible without moving other bicycles. Two feet of clearance shall be provided between bicycle parking spaces and adjacent walls, poles, landscaping, street furniture, drive aisles, and pedestrian walkways.
18. Bicycle parking facilities shall be visible and located in a safe, well-lit, and secure location to be identified on the final site plan and approved by the Community Development Department.

Landscaping

19. Detailed landscape and irrigation plans shall be submitted upon building permit submittal for approval by the Community Development Department. Landscape plans shall be drawn to scale and include the following:
 - A. Final planting design, including all final landscape coverage calculations and ensure compliance with the Title 17 Zoning Ordinance;
 - B. Locations, size, and quantity of all plant materials;
 - C. A plant legend specifying species type (botanical and common names), container size, growth rate, and water consumption factor;
 - D. Location and diameter of existing trees over six inches in diameter that may be impacted by construction, as measured at 48 inches above natural grade;
 - E. Final parking lot and hardscape shade calculations to attest to compliance with requirements in Section 17.63.040.H of the Title 17 Zoning Ordinance;
 - F. Location, dimensions, and materials of all landscape features and structures;
 - G. Location of all pavements, fencing, buildings, accessory structures, parking lot light poles, property lines, mechanical and utility equipment, and other pertinent site plan features;

- H. Planting and installation details; and notes including soil amendments;
 - I. All proposed site furnishings, including benches, trash receptacles, outdoor tables, play equipment, raised planters, bicycle parking, and fencing;
 - J. Details of all irrigation (drip, sprinkler, and bubbler) as well as equipment such as a backflow controller and water meter devices;
 - K. Any erosion control or water runoff measures; and
 - L. Soils analysis and specification of any amendment requirements.
20. Required landscaping shall be installed prior to the issuance of a Certificate of Occupancy for the project.
21. Landscaping shall be provided consistent with the requirements provided in Section 17.64.040 of the Title 17 Zoning Ordinance. Landscaped areas shall be planted with a combination of ground covers, shrubs, and trees. Landscaping shall include climbing vines around the trash enclosures and varying plant types along the proposed pedestrian pathways.
22. Landscape plans shall comply with the State Model Water Efficient Landscape Ordinance. The landscape architect shall document and attest to the compliance with the State Ordinance on the final landscape plans.
23. Landscaping adjacent to the buildings shall be layered with different plant, shrub, and tree heights to create vertical complexity at the pedestrian scale.
24. Drought tolerant species and California native species are to be used to the maximum extent possible. Plants listed by the California Invasive Plant Council (CAL-IPC) as invasive are prohibited.
25. All landscaped areas adjacent to parking lots, loading areas, or sidewalks shall be protected with curbs or wheel stops. A six-inch high curb with a 12-inch-wide concrete walkway shall be constructed along planters on end stalls adjacent to vehicle parking spaces.

26. A minimum three-inch layer of mulch shall be applied on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seedling applications where mulch is contraindicated.
27. Compost at a rate of at least four cubic yards per 1,000 square feet to a depth of six inches shall be incorporated into landscaped areas.
28. Only healthy, well-formed, and vigorous plantings shall be used. No root-bound plants shall be installed. The project landscape architect shall provide written verification as to plant health and proper soil amendments.
29. If construction will interfere with the drip line of any established trees, as defined in Chapter 12.48 of the City of Woodland Municipal Code, a tree protection zone shall be installed and approved by the City arborist prior to any grading or construction.
30. A minimum of one tree per new residential unit shall be required, or as otherwise approved by the Director. Proposed tree plantings shall be included in the final landscape plan, to be provided with the building permit submittal.
31. All required trees shall be a minimum of 15-gallon size. Trees shall be staked with metal stakes or equivalent as may be approved by the Director. Trees shall be spaced and planted according to the requirements in Section 17.64.040.H.16 of the Title 17 Zoning Ordinance.
32. Shade tree planting shall be installed to provide shade over 50 percent of the required vehicle parking areas, 50 percent of landscape areas, and 50 percent of hardscape areas (not including parking areas) within 15 years.
33. An automatic irrigation system shall be installed per the specifications of Section 17.64.040.K of the Title 17 Zoning Ordinance.
34. The applicant shall install street trees and landscaping along Lemen Avenue. Street trees shall be planted according to Section 13 of the City of Woodland Engineering Standards.

Lighting

35. Detailed outdoor lighting plans shall be submitted upon building permit submittal for approval by the Community Development Department. Outdoor lighting plans shall be drawn to scale and include the following:

- A. Manufacturer specification sheets for all proposed outdoor light fixtures to show fixture diagrams and outdoor light output levels;
 - B. The proposed location, mounting height, and aiming point of all outdoor lighting fixtures;
 - C. Photometric data including computer generated photometric grid showing foot-candle readings every 10 feet within the property or site and 10 feet beyond the property lines; and
 - D. The proposed location of all large shrubs and/or trees to be shown on a separate and coordinated plan, illustrating lighting distance from trunk and impact of tree canopy size at maturity.
36. All lights shall be directed, oriented, and shielded to prevent light trespass or glare onto adjacent properties. The light level at property lines shall not exceed 0.3 foot-candles.
37. Lighting in areas such as parking lots and walkways shall be pedestrian-oriented in scale. Light standards shall not exceed 18 feet in height. Light pole bases, if pedestals are required, shall utilize a decorative design to provide an enhanced appearance at the pedestrian level.
38. All lighting shall meet the International Dark Sky Association (IDA) and Illuminating Engineering Society of North America (IESNA) for “cut off” or “full cut off” luminaire, as well as minimizing blue light emissions. Color temperature shall be no more than 3,000 Kelvins with S/P ratio of less than or equal to 1.2.
39. Aisles, passageways, and recesses on site shall be illuminated with an intensity of at least 0.25 foot-candles at the ground level during the hours of darkness.
40. Each unit entry shall be recessed a minimum of 6 inches, marked with a unit number, and provided with a frosted side light as indicated by applicant during review process.

Refuse and Recycling Enclosures

41. The trash enclosure design and elevations shall be provided on the final building plan set which shall be reviewed and approved prior to issuance of building permits. Approval from Environmental Services and Waste Management for the quantity, location, and size of trash and recycling enclosures shall be submitted with the building permit application.

42. The outdoor trash enclosures shall be constructed of solid masonry material with a decorative exterior surface finishes architecturally compatible with the main structures. The trash enclosure walls shall be a minimum of six feet in height. The trash facilities and enclosures shall be of sufficient size and dimensions to accommodate waste, recycling, and organics containers. Outdoor enclosure(s) shall contain a roof to prevent rainfall from entering containers.

Open Space

43. Detailed material sheets and specifications for open space features and site furnishings shall be submitted upon building permit submittal for approval by the Community Development Department.
44. The slope of the common outdoor recreational space must not exceed a slope of 10% and must be easily accessible for all residents. Amenities such as recreation areas, common patios or greens, seating, picnic spots, tot lots, community garden boxes, and walking paths must be designed to serve all age groups and abilities of the anticipated residents of the development.

DEVELOPMENT ENGINEERING

General Conditions

1. Applicant shall prepare improvement plans for utility connections, and all work within the public right-of-way and submit them to the Development Engineering Division of Community Development Department with encroachment permit application for review and approval. The submittal shall include an engineer's estimate of cost for the public improvements and applicant shall pay a plan check and inspection fee in accordance with the fee schedule. Prior to the first building permit issuance, applicant shall obtain permit and post security determined necessary during the permit process. Work shall be completed under the encroachment permit prior to certificate of occupancy providing the above conditions are met prior to building permit issuance. This submittal is separate from the building permit submittal. All public improvements shall conform to the current City of Woodland Standard Specifications.
2. Unless otherwise determined by the City Engineer, construction of public improvements will require that the applicant enter into an improvement agreement and provide bonds and insurance.

3. All public improvements are required as a condition of development of this site and shall be completed prior to certificate of occupancy of the first building.
4. Final approval for the onsite grading and utilities will be reviewed through the building permit plans. The offsite improvements (including utility connections, frontage improvements, and signing & striping) will be reviewed through the encroachment permit and public improvement plan review process.

Fees:

5. Prior to approval of improvement plans, the Owner shall pay all fees for plan check and inspection of offsite infrastructure improvements, as approved by City Council and defined in the City Fee Schedule. If Owner pays a deposit only at improvement plan submittal, the balance shall be paid prior to improvement plan approval by the City Engineer. Alternatively, depending on staff availability for inspection of public improvements, the City may elect to engage with a 3rd party construction management and inspection consultant to oversee construction within the public right-of-way. In that case, the applicant will enter into a funding agreement to fund a developer-deposit account for the City to use in covering costs for construction management and inspection of public improvements.
6. Applicant shall pay applicable development impact fees and connection fees in effect at the time of building permit issuance.
7. The conditions of approval set forth herein include certain fees, dedication requirements, reservation requirements and/or other exactions. Pursuant to Government Code, Section 66020(d), these conditions constitute written notice of the amount of such fees, and a description of the dedications, reservations and other exactions.

The applicant is hereby notified that the 90-day protest period, commencing from the date of project approval, has begun. If the applicant fails to file a timely protest regarding any of the fees, dedication requirements, reservation requirements and/or other exactions contained in this notice, complying with all the requirements of Government Code, Section 66020, the applicant will be legally barred from later challenging such fees, dedications requirements, reservation requirements and/or other such exactions. Notwithstanding the foregoing, the City does not waive any rights it may have to enforce any settlement agreement, memorandum of understanding, or other agreement with the applicant which authorizes the City to impose certain fees, and which may waive the applicant's right to challenge the imposition of some or all of the fees, dedication requirements, reservation requirements, and/or other exactions set forth in these conditions of approval.

Easements Dedications:

8. Owner shall dedicate a public utility easement to a minimum of 5 feet along the full property frontage.
9. Applicant shall vacate surplus right-of-way (behind the proposed sidewalk) along the property frontage pursuant to Public Streets, Highways, and Service Easements Vacation Law.

Site Design and Frontage Improvements

10. New driveways shall comply with current City standards for commercial driveways.
11. Applicant shall remove any existing curb, gutter, and gutter along the parcel frontage, from the existing ADA ramp on the west end of the parcel to the eastern parcel limits, and replace with City standard vertical curb, gutter, and sidewalk. Sidewalk shall be a minimum of 5' wide as measured from the back of curb.
12. Applicant shall remove the existing curb island to the west of the existing driveway and replace with new pavement section to the new lip of gutter. Pavement section shall be minimum of 6" of hot mix asphalt over 13" of aggregate base.
13. Existing driveway to the existing parking lot shall be removed and replaced with new commercial driveway per City standards. Realignment of curb will require asphalt repair between existing roadway and new lip of gutter.
14. Per City code section 15.04.090, all multifamily housing shall have a minimum of one foot-candle of light on the parking surface during the hours of darkness. Applicant shall provide a site plan with onsite lighting and include photometric plans.
15. Applicant shall install new streetlights along property frontage per City standards for a collector street, along with necessary electrical conduit under the sidewalk. A new service pedestal may be required if engineering determines that the existing service pedestal at the southeast corner of East Street & Lemen Avenue is too far away.

Water Infrastructure:

16. The applicant shall extend the existing City water main in Lemen Avenue as necessary to provide service to the new buildings. New water main extension shall be 12" and shall terminate with a tee and valve and blind flange for future extension to the east.

17. The applicant shall install new domestic water connections for each building and fire loop connections near each driveway entrance. All domestic, irrigation, and fire water services shall conform to City of Woodland Standards and Specifications including meters and backflow protection.
18. Backflow protection devices shall be installed on all domestic and irrigation water services. Backflow devices shall be tested by a City-approved tester and results provided to the Public Works Department prior to occupancy. Work shall be covered by an encroachment permit. The meter shall be provided by the applicant (City does not supply).
19. The applicant shall install a lateral and fire hydrant on the north side of the street at the terminus of the new 12" water main. In addition to the blue reflector noted in Standard Drawings, the new fire hydrant will require an additional blue reflector and glue kit to be supplied to the City of Woodland Fire Department for replacement purposes.
20. All final plans for fire hydrant systems and private water mains supplying a fire hydrant system shall be submitted to the City of Woodland Fire Department for approval prior to construction of the system. All fire protection systems and appurtenances thereto shall be subject to such periodic tests as required by the City of Woodland Fire Department.

Sanitary Sewer Collection System:

21. The applicant shall extend the existing 8" City sewer main in Lemen Avenue, from the existing sewer manhole near 79 Yolano Drive, east as needed to connect to onsite sewer system. The sewer main alignment shall be approved by the City during public improvement plan review period and shall terminate with a manhole at the intersection of Lemen Ave and Donnelly Cir.
22. The applicant shall provide a new 8" sewer lateral to serve the proposed project from the new top of line manhole. Services shall conform to City of Woodland Standards and Specifications. Any existing sewer services to the property that will not be reused shall be removed and abandoned per City of Woodland standards.
23. Private ownership and maintenance responsibilities of sanitary sewer facilities shall terminate at the first connection point (cleanout or manhole) to the City's system within the public right-of-way. Privately owned lines shall be constructed to City standards.

Storm Drainage:

24. A drainage plan shall be prepared and shall identify specific storm drainage design features to control increased runoff from the project site. This may be achieved through one or more of the following: onsite detention or retention facilities, channel modifications, and/or equally effective measures to control the rate and volume of runoff. The drainage plan shall demonstrate the effectiveness of the proposed storm drainage system to prevent negative impacts to existing downstream facilities and to prevent additional flooding at off-site downstream locations. All necessary calculations, assumptions, and design details shall be submitted to the City Community Development Department for review and approval. The design features proposed by the applicant shall be consistent with the most recent version of the City's Storm Drainage Master Plan criteria and Standard Specifications and Details.
25. The existing 24" storm drain main in Lemen Avenue shall be extended to the east along the property frontage. The new portion of the main shall extend from the existing storm drain manhole, cross the centerline at a 45-degree angle to the south side of the centerline, then extend parallel to the centerline to the intersection of Lemen Ave and Donnelly Cir and terminate with a new manhole.
26. Storm drain from site shall connect to the City system underground (no overland flows); lateral shall be a minimum of 24" and shall match crowns with extended storm drain main.
27. Applicant shall replace the existing curb inlet east of the existing parking lot driveway during curb and gutter replacement.
28. The City's GIS records system suggests that several storm inlets and culverts crossing Lemen Avenue appear to have been removed and/or covered. The applicant shall locate and verify any abandoned storm drainage facilities no longer in use are properly abandoned per City standards.
29. Private ownership and maintenance responsibilities of on-site storm drainage facilities shall terminate at the first connection point (manhole or inlet) to the City's system within a public street. Privately owned lines shall be constructed to City standards.

Storm Water Quality:

30. Project shall include low impact development standards to minimize storm drain run off, applicant shall submit a plan to minimize run off to the City for approval. The plan shall include such measures as bioretention basins, porous pavement, dry wells/trench drains, or other approved method as described in section E.12.b.(ii) of the phase II MS4 General

permit (CAS000004), and demonstrate that the amount of treated run off is in accordance with the section E.12.f E.12.e.ii.c of the phase II MS4 General permit. Applicant shall enter into an access, maintenance, and reporting agreement for such measures prior to Certificate of Occupancy. Owner will be required to enter into a maintenance agreement for onsite storm water treatment devices.

31. Prior to Building Permit, Owner shall submit post construction work sheet in accordance with Appendix 8 of the City's Post Construction Standards Manual to demonstrate how the project is meeting low impact development standards, Hydromodification standards, and Storm Water Quality Standards. These calculations will be necessary to determine the final sizing of the proposed bioretention planters.

OWNER may reference the City's Post Construction Standards Manual on the web.

<http://www.cityofwoodland.org/gov/depts/cd/divisions/engineering/development/h2oquality.asp>

Owner shall enter into a Stormwater Treatment Measure Access and Maintenance Agreement prior to Certificate of Occupancy.

32. Owner may pay storm water quality in lieu fee, however, Hydromodification requirements must be shown to be met for the project. There can be no net increase in runoff for the design storm.
33. Construction of projects disturbing more than one acre of soil shall require a National Pollution Discharge Elimination System (NPDES) construction permit. Applications/projects disturbing less than one acre of soil shall implement BMP's to prevent and minimize erosion. The improvement plans for construction of less than 1 acre shall include a BMP to be approved by the City Engineer. Projects greater than one acre shall prepare a SWPPP.

BUILDING

The following comments are from the City of Woodland Building Division and are applicable to the reference project:

1. This project must meet all criteria and mandates for these City adopted codes or the most current code:
 - A. 2022 California Building Code
 - B. 2022 California Plumbing Code

- C. 2022 California Mechanical Code
 - D. 2022 California Electrical Code
 - E. 2022 Building Energy Efficiency Standards
 - F. 2022 California Green Building Code
 - G. The Code of the City of Woodland
2. Other City and County Agencies (Health, fire, Public Works, and Planning) may be required to approve the project prior to a building permit being issued.
- A. A recycling plan and a refundable deposit of \$15,000.00 are required at the time of permit issuance.
 - B. Prior to any demolition work being performed, clearance from Yolo Solano Air Quality Management District is required.
3. Any deferred submittals that are not a part of the initial permit application must be listed on the cover sheet of the plan at the time of application for the project.
4. All plans, computations, and specifications to be prepared and designed by an architect or engineer licensed by the state of California.
5. A licensed architect or licensed engineer shall be responsible for reviewing and coordinating all submittal documents prepared by others, including deferred submittal items, for compatibility with the design of the building.

FIRE

The Woodland Fire Department has reviewed the project for conceptual use of the property described in the submittal package. This phase of the review process is a high-level, conceptual review. It is not intended to be a detailed review for compliance with standard statutory requirements such as, but not limited to, the design and placement of fire protection equipment. Standard statutory requirements outlined in adopted building codes are reviewed and addressed during the next phase of the permit plan review process.

The following items are pertinent to this project and are submitted for your inclusion in the planning process. The timing for implementation is before permit issuance except as otherwise noted.

Project Specific Concerns and Requirements

1. **Project condition.** Prior to Issuance of Certificate of Occupancy: Project addressing shall meet the minimum requirements of the Woodland Fire Department and the City of Woodland.
2. **Project condition.** Prior to Issuance of Certificate of Occupancy: Approved radio coverage for emergency responders shall be provided. A test conducted by a licensed contractor shall be performed at the building or project completion to determine if the public safety communication system is adequate for emergency responder radio coverage. Buildings that cannot support the required level of radio coverage shall be equipped with a distributed antenna system with FCC-certified signal boosters. Plans and permits are required.
3. **Advisory.** Prior to improvement plan approval: Fire Sprinklers are required and installed per NFPA-13 for this project.
4. **Advisory.** Prior to improvement plan approval: Developments are required to provide fire flow from the public water system that meets the fire flow requirements of the California Fire Code and the Woodland Fire Department. Project size and type of construction may necessitate larger water mains. For water flow information, contact the City of Woodland Public Works Department or Corey Paulson at Corey.Paulson@cityofwoodland.gov.
5. **Project condition.** Prior to improvement plan approval: Fire hydrants are required to be installed on the property. New fire hydrants are required along Lemen Avenue and the project's existing fire truck route on the property.
6. **Project condition.** Prior to improvement plan approval: Fire control rooms shall be provided for all commercial and multi-family projects with the following characteristics:
 - a. Exterior access visible from the fire lane
 - b. Full-size doors clearly marked “Fire Control Room” / “Fire Riser Room”
 - c. Permanent and emergency lighting
 - d. Sprinkler riser zone map, if needed
 - e. Fire alarm device floor plan posted
 - f. Spare sprinkler box with wrench and list
 - g. “NO STORAGE” signs posted
 - h. Knox Box mounted on the exterior at 5 feet on center adjacent to FCR door

- i. Document Box in accordance NFPA 72
- j. Responsible party contact information
- k. Fire alarm provider contact information
- l. Ceiling provided

Rooms may be enlarged to share with other equipment, such as electrical or mechanical. However, rooms may not be used for storage. At least three feet of clearance shall be maintained around fire protection equipment.

Fire control rooms housing fire pumps shall be a dedicated room/house that is large enough to house the fire pump and associated equipment. Sometimes, a fire control room and a fire pump/house will be required. Fire Command Centers shall comply with the CFC.

7. **Project condition.** Prior to start of combustible construction: Water mains and fire hydrants designated for a project shall be installed, tested, flushed, inspected, and able to provide the required fire flow before combustible construction is allowed.
8. **Project condition.** Prior to start of combustible construction: Plans shall be stamped and signed by a licensed civil engineer stating that the temporary access road can support 80,000 pounds of vehicle weight in all-weather conditions. The road base material shall be over soil compacted to at least 90% and be mixed or topped with a suitable binding material to provide all-weather characteristics; road base alone does not satisfy this requirement. First lift of asphalt is required for all projects prior to any vertical construction.
9. **Project condition.** Prior to improvement plan approval: Developments more than 25,000 square feet require a minimum 8-inch looped fire main to supply on-site fire hydrants. Project size and type of construction may necessitate larger water mains. This on-site fire main shall be connected to the municipal water supply at two approved, remotely located connection points to achieve two flow directions.
10. **Project condition.** Prior to improvement plan approval: Fire department connections (FDC) shall be located on the project site at least 40 feet from the building it serves and within 10 to 40 feet of a fire hydrant. The Fire hydrant and FDC shall be located on the same side of the fire access route so that hoses do not obstruct incoming apparatus.
11. **Project condition.** Prior to start of combustible construction: Fire apparatus access roads shall be designed and maintained to support the imposed live load of 80,000 pounds, with a maximum axle load of 55,000 pounds, and meet Public Works Standards for

roadways. A report prepared by a registered geotechnical or civil engineer verifying the ability of the road to bear the required minimum weight shall be submitted with any plan indicating the construction of the roadway. Verification of the constructed roadway shall be provided by a registered geotechnical engineer before final of the project.

12. **Project condition.** Prior to improvement plan approval: Onsite fire department access routes shall be constructed to a 20-foot minimum width throughout, 26 minimum widths on two intersecting sides for aerial operations, and 25 feet wide through the turns. Routes shall provide a minimum 13-foot 6-inch vertical clearance and turning radii of 25 feet inside and 45 feet outside (25 feet wide at turn). Routes shall be paved and capable of supporting at least 80,000 pounds of gross vehicle weight in all weather conditions. The slope for access roadways shall not exceed 10% for asphalt and 5% for concrete. The angle of approach and angle of departure shall not exceed eight degrees. The use of turf-block, grass-crete or similar alternate road surfaces is not approved for installation for fire apparatus access routes.
13. **Project condition.** Prior to improvement plan approval, “NO PARKING FIRE LANE” signs and/or red-painted curbs shall be installed in accordance with the California Fire Code and to the satisfaction of the fire department. Width is measured from flow line to flow line or to the edge of pavement if no curb is provided.

ACCESS ROADWAY WIDTH*:	PARKING RESTRICTIONS ON ROADSIDE:
Less Than 26	No parking either side
26’ to 32’	Parallel parking one side only
Over 32’	Parking allowed both sides

14. **Project condition.** Prior to starting combustible construction: The Water main and fire hydrants designated for the project shall be installed, tested, inspected, and able to provide the required fire flow.
15. **Project condition.** Prior to building permit issuance: Projects shall provide on-site access to within 150 feet of all portions of the buildings as measured by an approved route around the exterior of each building. Provide a diagram of the fire hose reach layout on the plans.
16. **Advisory.** Prior to improvement plan approval: Buildings or facilities exceeding 30 feet or three stories in height shall have not fewer than two means of fire apparatus access for each structure.

17. **Project condition.** Prior to improvement plan approval: Fire apparatus access roads for aerial fire apparatus shall be provided for all buildings exceeding 30 feet in height. Aerial apparatus access roads shall be provided on at least 2 intersecting building sides. Overhead utility and power lines shall not be located over aerial apparatus access roads or between the access road and the building. Shade trees shall not interfere with aerial operations. Underground vaults or utility boxes shall not be located within designated aerial operations areas to avoid conflicts with outriggers. The unobstructed width of aerial apparatus roads shall not be less than 26 feet. Aerial apparatus access roads shall be located in relation to buildings as follows:

- a. Buildings 30 to 40-ft in height, located a minimum of 14-feet from building
- b. Buildings 41 to 50-ft in height, located a minimum of 20-feet from building
- c. Buildings 51 to 60-ft in height, located a minimum of 27-feet from building
- d. Buildings 61 in height or greater, located a minimum of 33-feet from building

18. **Project condition.** Prior to improvement plan approval: The project required to provide aerial access shall limit tree height or shall provide a minimum 20-foot-wide gap on two intersecting sides of the building. The 20-foot gap is measured between tree canopies when fully grown, in which the aerial apparatus can be utilized to access the roof or upper floors of the building. Trees shall not be located where such trees would cause interference with aerial operations.

19. **Project condition.** Prior to improvement plan approval: Speed control devices shall not be installed without the Woodland Fire Department's prior review and consent.

20. **Project Condition.** Prior to permit approval to install gates or barriers: The installation of perimeter fencing, gates, or barriers that obstruct fire apparatus access roads shall require a separate plan submittal, review, and approval by the Woodland Fire Department before installation.

If you have questions or concerns, please call the Woodland Fire Department, Community Risk Reduction Division at 530-661-5860. You may also reach Matt Flint, Fire Marshall, at 530-405-6539 or matt.flint@cityofwoodland.gov.

POLICE

1. The landscape shall not obstruct natural surveillance of entrances, exits, pedestrian paths, parking lots, or common space areas. Trees should be trimmed at least 6 feet above the ground, and bushes should be trimmed to less than 2 feet in height. Both reduce hiding places and increase lighting and overall visibility.

2. Landscaping placement can minimize crime opportunities and maximize the perception of ownership. It is recommended to move trees away from the buildings in the final landscape plan to avoid overgrowth and the covering of natural surveillance of the windows.
3. The applicant shall consider the installation of security surveillance that is accessible and traceable through an IP address. Higher-level camera coverage would assist in easily identifying perpetrators if they were to make their way to the area.



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: July 15, 2025
ITEM #: I.22
SUBJECT: Approve a Contract for a Public Art Project at the Woodland Aquatic Center

Recommendation for Action: Staff recommend the City Council 1) Receive a presentation regarding the selected artwork and artist; and 2) Adopt Resolution No. _____, appropriating \$100,000 from the Art in Public Places funds in the General Fund and authorizing the City Manager to enter into a public art agreement with artist Brian Valenzuela for the creation and installation of a tile mural at the Woodland Aquatic Center.

Staff Contact:

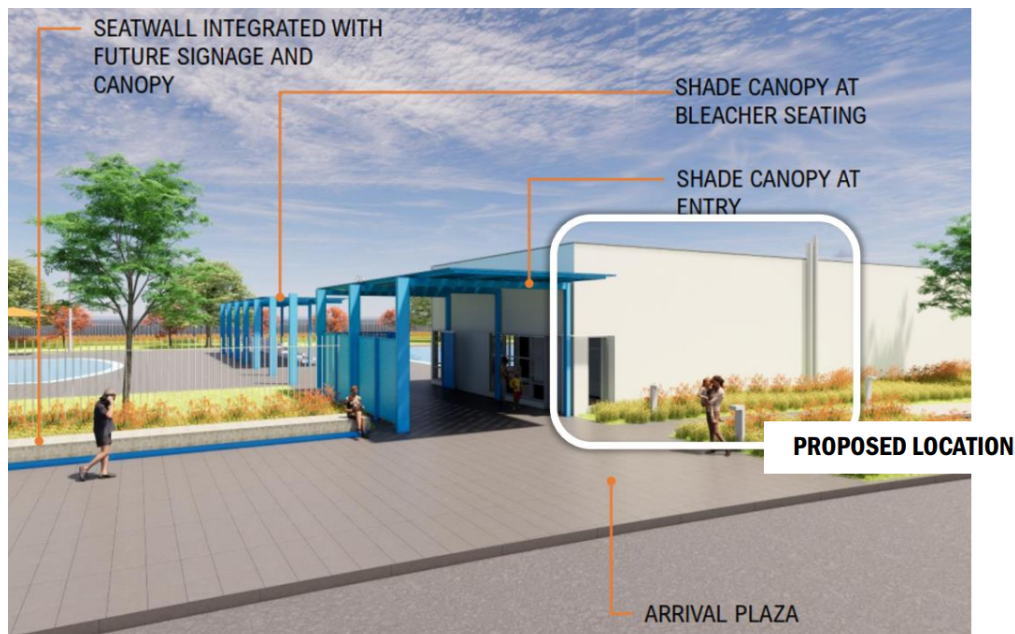
Spencer Bowen, Communication & Strategic Policies Manager, spencer.bowen@cityofwoodland.gov, 530-661-5808

Fiscal Impact:

This project will be funded entirely with Art in Public Places funds specifically set aside for public artwork. The Art in Public Places fund has accumulated approximately \$188,000 from in-lieu contributions made by private development projects to satisfy their requirement for public art. The recommended action will appropriate \$100,000 of these funds to complete the project.

Background:

The new Woodland Aquatic Center, located adjacent to the Woodland Community and Senior Center, remains on schedule for completion before the end of 2025. Adjacent to the main facility entrance, a south-facing 17-foot-tall wall was identified by staff as a suitable location for a public art piece:



At the March 18, 2025 City Council meeting, Council accepted the staff recommendation that the ad-

hoc Aquatic Center Subcommittee of Mayor Rich Lansburgh and Mayor Pro Tempore Tom Stallard work with staff to prepare and issue a Request for Qualifications (RFQ) to which interested artists may respond. The City received five competitive proposals. A review committee comprised of community members, staff, and Council members reviewed the RFQ materials and narrowed the field to three finalists, who were then invited to prepare a more refined proposal specific to the Aquatic Center site. This review resulted in the recommendation of artist Bryan Valenzuela to create and install the pool's public art piece. Bryan Valenzuela swam competitively in his youth and attended Sacramento State, where he graduated with a Bachelor of Art in Art Studio. His attached curriculum vitae highlights local art work throughout the Greater Sacramento area, including at the Golden 1 Center.

Discussion:

Byran Valenzuela's proposal, "Big Splash," aims to capture the "moment of exhilaration one feels by that first leap into a pool." Specifically, the preferred direction depicts a child jumping into an abstracted pool of water while splashes ray out in all directions in front of a "mellow sunrise sky." The child figure will be depicted in black and white using a technique involving the use of handwritten text to carve out the shape and shadow of the form. While the exact direction is not yet finalized, Bryan Valenzuela will work with the City to gather residents' responses to a prompt/question centered on pools, summertime, and swimming and then incorporate these responses into the art piece.

The artwork will be custom hand-painted and drawn onto large wooden panels, digitally scanned in ultra-high resolution, and then digitally transferred to heavy-duty porcelain tiles to then be installed onto the selected wall face. The precise size of the overall piece is not yet finalized, but it will cover the vast majority of the 17 by 26-foot area identified.

A preliminary sketch of the concept is attached to this staff report.

Conclusion:

Staff recommend the City Council 1) Receive a presentation regarding the selected artwork and artist; and 2) Adopt Resolution No. _____, appropriating \$100,000 from the Art in Public Places funds in the General Fund and authorizing the City Manager to enter into a public art agreement with artist Brian Valenzuela for the creation and installation of a tile mural at the Woodland Aquatic Center.



Ken Hiatt
City Manager

Attachments:

1. Proposed Resolution - Contract to Proceed with Public Art Project
2. Artist Conceptual Sketch
3. VALENZUELA CV - Woodland Aquatic Center

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND,
CALIFORNIA, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND SIGN
AN AGREEMENT FOR A PUBLIC ARTWORK AT THE WOODLAND AQUATIC
CENTER**

WHEREAS, public art enhances the aesthetic and cultural value of the Woodland community, contributing to a sense of civic pride and public engagement; and

WHEREAS, the Woodland Aquatic Center project represents a significant investment that will serve Woodland residents by expanding recreational opportunities, promoting wellness, and improving accessibility for residents, making it a fitting location for a public art installation; and

WHEREAS, the City has set aside funds for art in public places to enrich public infrastructure and community spaces through creative expression; and

WHEREAS, a committee of community members, artists, staff, and City Council members recommended artist Bryan Valenzuela to install a large public art piece at the pool site.

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

SECTION 1. Directs City of Woodland staff to enter into a contract with Bryan Valenzuela to install a public art piece.

SECTION 2. Authorizes the City Manager to negotiate and execute an agreement directly with Bryan Valenzuela, in an amount up to \$100,000, using funds allocated for Art in Public Places funds.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 15th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rich Lansburgh, Mayor

ATTEST:

APPROVED AS TO FORM:

Sarah Lansburgh, CMC, City Clerk

Ethan Walsh, City Attorney



Valenzuela
“Big Splash”
sketch

July 15, 2025

BRYAN VALENZUELA - CURRICULUM VITAE

EDUCATION

BACHELOR OF ART IN ART STUDIO - California State University, Sacramento - 2003

SELECT PUBLIC AND PRIVATE PROJECTS

HERITAGE (PUBLIC MURAL PROJECT) - St. Helena Chamber of Commerce - St. Helena CA - 2024

ROSARY (PRIVATE MURAL PROJECT)- Hail Mary Barbershop & Apothecary - St. Helena CA - 2024

WOVEN (PRIVATE MURAL PROJECT)- Atwell Building by Bozzuto & Kevin Barry Fine Art - Washington DC - 2024

POINT OF ORIGIN (PRIVATE MURAL PROJECT)- Maker Building by Weidner - Sacramento, CA - 2024

MEMENTO MORI FOR JOAN DIDION (PRIVATE MURAL PROJECT)- Canon - Sacramento, CA - 2023

LABOR OF LOVE (CORPORATE COMMISSION)- Kaiser Hospital - Walnut Creek, CA - 2022

THE MANY-COLORED THREADS THAT WEAVE THE COLLECTIVE DREAM (PUBLIC MURAL PROJECT) - UnchARTed at Arden Fair - Sacramento, CA - 2021

THE HIGHER CALLING OF OUR CHEMISTRY (CORPORATE COMMISSION) - Kaiser Hospital - Sacramento, CA - 2020

ON THE CUSP OF THE WILD FEVERED THRUST OF SPRING (PRIVATE MURAL PROJECT) - Private Residence - Malibu, CA - 2019

MOIRAI TRIPTYCH (CORPORATE COMMISSION) - California Medical Association - Sacramento, CA - 2019

EMBLEM (PRIVATE MURAL PROJECT) - Pulse by Marriott & Kevin Barry Fine Art - San Francisco, CA - 2019

BLACK BOX CATHEDRAL (PUBLIC/CORPORATE PROJECT) - Verizon sponsored Artists & Engineers Collaboration - Sacramento, CA - 2019

COOL WATER (PRIVATE MURAL PROJECT) - CORE Commercial - Sacramento, CA - 2018

HANNAH READING (PUBLIC/CORPORATE LIBRARY COMMISSION)- MINI & Little Black Pearl - Chicago, IL - 2018

CLOTHED IN A CLOUD OF MEMORY SMOKE (PRIVATE MURAL PROJECT) - BOZAL Mezcal Brand - New Orleans, LA - 2018

DAISY CHAIN (PRIVATE MURAL PROJECT) - Napa Railyards Arts District - Napa, CA - 2018

SHAPE SHIFT (UTILITY BOX PROJECT) - Napa Railyards Arts District - Napa, CA - 2018

NEST (PRIVATE MURAL PROJECT) - Covered California commission - Golden Valley Health Center, Modesto, CA - 2017

THE OTHER ART FAIR NYC -Dell Studio Booth Artist-in-Residence Live Drawing- Brooklyn Expo Center, Brooklyn, NY - 2017

KUMBAYA MOMENT (PUBLIC MURAL PROJECT) - Wide Open Walls (Mural Fest), Sacramento, CA - 2017

MULTITUDES CONVERGE (PUBLIC ART PROJECT) - Golden One Center, City of Sacramento, & Sacramento Metropolitan Arts Commission - 2016

UTILITY BOX PUBLIC ART PROJECT - CADA and Sacramento Metropolitan Art Commission - 2014

AWARDS

BEST IN SHOW & FIRST PLACE - Crocker Kingsley Nationally Juried Exhibition - 2022

EXCELLENCE AWARD - California State Fair Fine Art Competition - 2019

BEST IN SHOW & JURORS AWARD - California State Fair Fine Art Competition - 2015

LEFF-DAVIS GRANT - Emerging Artist Award Grant - 2014

SELECT RECENT GROUP EXHIBITIONS

BRYAN VALENZUELA

WWW.BRYANVALENZUELA.COM

BVALSTUDIO@GMAIL.COM

CROCKER KINGSLEY NATIONALLY JURIED EXHIBITION- Blue Line Arts - Sacramento, CA - 2022

SNEAK PEEK (LA Location Grand Opening)- Mirus Gallery - Los Angeles, CA - 2022

CELEBRATION 2 - Twisted Track Gallery - Sacramento, CA - 2022

ART AUCTION - Crocker Art Museum, Sacramento, CA - 2021

SMALL VICTORIES - Thinkspace Projects Group Show - Museum of Art and History, Lancaster CA - 2020

THE ART AUCTION - Verge Center for the Arts, Sacramento CA - 2020

MOTHER EARTH - Thinkspace Projects Group Show - Los Angeles, CA - 2020

ART AUCTION - Crocker Art Museum, Sacramento, CA - 2020

MONIKER ART FAIR - Thinkspace Projects Group Show - London, UK - 2019

LAX/ORD II - Thinkspace Projects Group Show - Vertical Gallery, Chicago, IL - 2019

LAX/SFO - Thinkspace Projects Group Show - Heron Arts, San Francisco, CA - 2019

EXPLORING THE NEW CONTEMPORARY MOVEMENT - Thinkspace Projects Group Show For Pow!Wow!, Honolulu, HI - 2019

ART AUCTION - Crocker Art Museum, Sacramento, CA - 2019

SURREAL SALON 11 - Baton Rouge Gallery Center for Contemporary Art, Baton Rouge, LA - 2019

SCOPE ART FAIR (Miami Basel) - Thinkspace Projects Group Show, Miami, FL - 2018

THE ART AUCTION - Verge Center for the Arts, Sacramento CA - 2018

OFF THE WALL - Groundswell Gallery, Sacramento CA - 2017

ART AUCTION - Crocker Art Museum, Sacramento, CA - 2018

THE OTHER ART FAIR NYC (May) - Brooklyn Expo Center, Brooklyn, NY - 2018

THE OTHER ART FAIR DTLA - Majestic Theater, Los Angeles, CA - 2018

SURREAL SALON 10 - Baton Rouge Gallery Center for Contemporary Art, Baton Rouge, LA - 2018

THE OTHER ART FAIR NYC (November) - Brooklyn Expo Center, Brooklyn, NY - 2017

THE ART AUCTION - Verge Center for the Arts, Sacramento CA - 2017

CONDENSED - Beatnik Studios, Sacramento, CA - 2017

THE OTHER ART FAIR NYC (June) - Brooklyn Expo Center, Brooklyn, NY - 2017

THE LIVING MARK - Verum Ultimum Gallery, Portland OR - 2017

ART STREET - M5 Arts Exhibition, Sacramento CA - 2017

SURREAL SALON 9 - Baton Rouge Gallery, Baton Rouge LA - 2017

THE ART AUCTION - Verge Center for the Arts, Sacramento CA - 2016

DUEL/DUAL (A two person show with Benjamin Hunt) - Blue Line Arts, Roseville CA - 2016

FINE ART COMPETITION EXHIBIT - California State Fair, Sacramento CA - 2015