



City of Woodland

Meeting Agenda

City Council

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

March 17, 2026
6:00 PM

CITY COUNCIL

CLOSED SESSION

5:30 PM

A. CALL TO ORDER

B. CLOSED SESSION

1. Conference with Labor Negotiators (Gov. Code §54957.6)
Agency Designated Representative: City Manager and Director of Administrative Services
Employee Organizations: Woodland Mid-Management Professional Association, Woodland City Employees Association, Woodland Police Mid-Management Unit, Woodland Police Officers' Association, Woodland Police Supervisors Association, Woodland Fire Mid-Management Association, and Woodland Professional Firefighters Association.

JOINT REGULAR CITY COUNCIL/WOODLAND FINANCE AUTHORITY MEETING

6:00 PM

C. CALL TO ORDER

D. ROLL CALL

E. PLEDGE OF ALLEGIANCE

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

F. COMMUNICATIONS - PUBLIC COMMENT

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

be read into the record. Written Comments received within two (2) hours of the scheduled start time of the City Council meeting and during the City Council meeting will be provided to the City Council the day following the City Council meeting. If you are submitting written comments on a particular item on the agenda, please identify the agenda item number and letter. If you are submitting written comments on an item not listed on the agenda, please identify your e-mail/comment as a General Public Comment. Note: Public comments at special meetings are limited to items on the agenda only.

2. SUBJECT: General Public Comments

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

G. COMMUNICATIONS - COUNCIL/STAFF STATEMENTS AND REQUESTS

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

3. SUBJECT: Long Range Calendar

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

H. PRESENTATIONS

4. SUBJECT: East Beamer Way Campus Update

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive an update on the East Beamer Way Campus Project from Friends of the Mission.

I. CONSENT CALENDAR

5. SUBJECT: Proclaim March as American Red Cross Month

RECOMMENDATION FOR ACTION: Staff recommends that the City Council approve a proclamation recognizing March as American Red Cross Month.

6. SUBJECT: Parks and Recreation Commission Meeting Minutes for November 2025

RECOMMENDATION FOR ACTION: Staff recommends that the City Council receive the minutes from the November 24, 2025, Parks and Recreation Commission Meeting.

7. SUBJECT: Agreement between the City of Woodland and Woodland Senior Center, Inc.

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. ____, authorizing the City Manager to execute a License Agreement with Woodland Senior Center, Inc.

8. SUBJECT: Appointment of Members to Boards and Commissions

RECOMMENDATION FOR ACTION: Staff recommends that the City Council appoint members to various Boards and Commissions for specified terms, consistent with the recommendations of the Mayor and Mayor Pro Tempore.

9. SUBJECT: Woodland Aquatics Center Project, CIP 19-18 - Final Acceptance and Notice of Completion

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

1. Accept the Woodland Aquatics Center Project (CIP 19-18) construction contract as complete and authorize the City Clerk to file a Notice of Completion,
2. Appropriate \$5,000,000 of Spring Lake Infrastructure Bond Funds (Fund 1640) to the project,
3. Remove the appropriation of \$3,500,000 of Measure F Funds (Fund 507) from the project,
4. Adjust the appropriations in the Capital Projects Fund (Fund 1501) to total \$9,650,000 for the project, and
5. Approve a consultant services contract amendment with LPA in the amount of \$75,000 for a total agreement amount of \$1,454,500 and authorize the City Manager to execute the amendment.

10. SUBJECT: License Agreement for Rotary Stage

RECOMMENDATION FOR ACTION: Staff recommends that the City Council adopt Resolution No. ____, authorizing the City Manager to enter into a License Agreement with the Woodland Rotary Endowment for the construction of the Rotary Stage in the intermission garden at the Woodland Opera House State Historic Park.

11. SUBJECT: Hiddleson Park Phase 1 Improvement Project (CIP 25-10)

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

1. Approve the project plans & specifications and authorize bid advertisement for the Hiddleson Park Phase 1 Improvement Project, CIP 25-10,
2. Approve the reallocation of \$280,000 of Measure F Funds from the Community Services Department's FY26 appropriated budget to the Hiddleson Park Phase 1 Improvement Project, CIP 25-10,
3. Authorize the City Manager to execute a contract with Public Restroom Company in the amount not to exceed \$372,385 through a cooperative purchasing agreement with Sourcewell Contract #052725-PRM and affirming the City Manager's determination that the City's public bidding requirement for the restroom building has been satisfied by another government agency's competitive bid procedure and the City's price is equal to the price negotiated by that government agency for purchasing manufactured restroom buildings,
4. Authorize the City Manager to execute a contract with PG&E for Rule 20C undergrounding of existing overhead power lines through Hiddleson Park in an amount not to exceed \$208,808.62, and
5. Approve an easement deed to PG&E to grant them maintenance and access rights to their facilities through Hiddleson Park.

J. REPORTS OF THE CITY MANAGER

12. SUBJECT: Yolo County Animal Services Governance Presentation

RECOMMENDATION FOR ACTION: Staff recommends that the City Council:

1. Receive a presentation from Yolo County staff on joint powers agency (JPA) governance models for animal services; and
2. Direct staff to transmit the attached letter affirming the City's interest in advancing the evaluation of an operational JPA to govern the delivery of animal services in Yolo County.

K. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Joint Regular Meeting of the Woodland Finance Authority/ City Council of the City of Woodland scheduled for March 17, 2026 was posted on March 13, 2026 in the outside display case at City Hall, 300 First Street, Woodland, CA, and was available to the public during normal business hours.

Marissa Kersey
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: March 17, 2026
ITEM #: F.2
SUBJECT: General Public Comments

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: March 17, 2026
ITEM #: G.3
SUBJECT: Long Range Calendar

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



Ken Hiatt
City Manager

Attachments:

1. Council Long Range Calendar

CITY COUNCIL LONG RANGE CALENDAR

April 7th

REGULAR MEETING

Proclamation – Child Abuse Prevention Month
Proclamation – National Dispatchers Week
YoloTD Short Range Transit Plan Presentation
License Agreement for Woodland Opera House Intermission Garden
Aquatics Facilities Use Agreement with WJUSD
Approval of the SB707 Policy Regarding Disruption of Internet Service During Public Meetings
Award Design Build Contract for Fire Station #4

April 14th

SPECIAL MEETING

FY27 Budget Workshop

April 21st

(Capital to Capital) NO REGULAR MEETING

May 5th

REGULAR MEETING

Closed Session – Gibson Road Improvement Project
Woodland Senior Center, Inc. 50th Anniversary
Yolo Active Transportation Corridors Project Presentation
Elkhorn Fire District – MOU with Yolo County

May 19th

REGULAR MEETING

Proclamation – Public Works Week
Presentation – Sacramento-Yolo Mosquito & Vector Control District
FY27 Measure R Spending Plan
FY27 Measure F Spending Plan
FY27 Capital Budget
General Plan Urban Limit Line Language Amendment - Final SEIR

Future Topics / Study Sessions:

City Solar Arrays – Madison Energy PPA Buyout (TBD) Sewer and Water Rate Adjustment – 218 Hearing (TBD) Library Eave and Roof Replacement Project - Approve Plans and Authorize Bid (TBD)

Updated 3/12/2026



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: March 17, 2026
ITEM #: H.4
SUBJECT: East Beamer Way Campus Update

Subject: East Beamer Way Campus Update

Recommendation for Action: Staff recommends that the City Council receive an update on the East Beamer Way Campus Project from Friends of the Mission.



Ken Hiatt
City Manager

Attachments:

1. Fourth&Hope Presentation



WWW.FOURTHANDHOPE.ORG

FOURTH & HOPE

Providing Shelter, Stability, and Recovery for a Brighter Future

FOURTH & HOPE

Operational Update

- Community of Hope – East Beamer Campus operations
- Emergency shelter/navigation center capacity and services
- Permanent Supportive Housing (61 units)
- Walter's House residential treatment program
- Updates on other Fourth & Hope programs

Primary focus: Community of Hope Campus



Emergency Shelter at a Glance

Location: 1901 E. Beamer St., Woodland, CA

Current Capacity: 67 beds, including respite | Increase to 80 beds by March.

Services Include:

- Overnight shelter
- Day services
- Housing navigation
- Case management
- Meals and hygiene access



The shelter functions as a primary entry point for individuals seeking services.



Emergency Shelter

2024-2025 annual impact report



151 PEOPLE

Stayed overnight & received emergency shelter services



32 PEOPLE

Transition into permanent supportive or other stable housing



75,000

Meals served



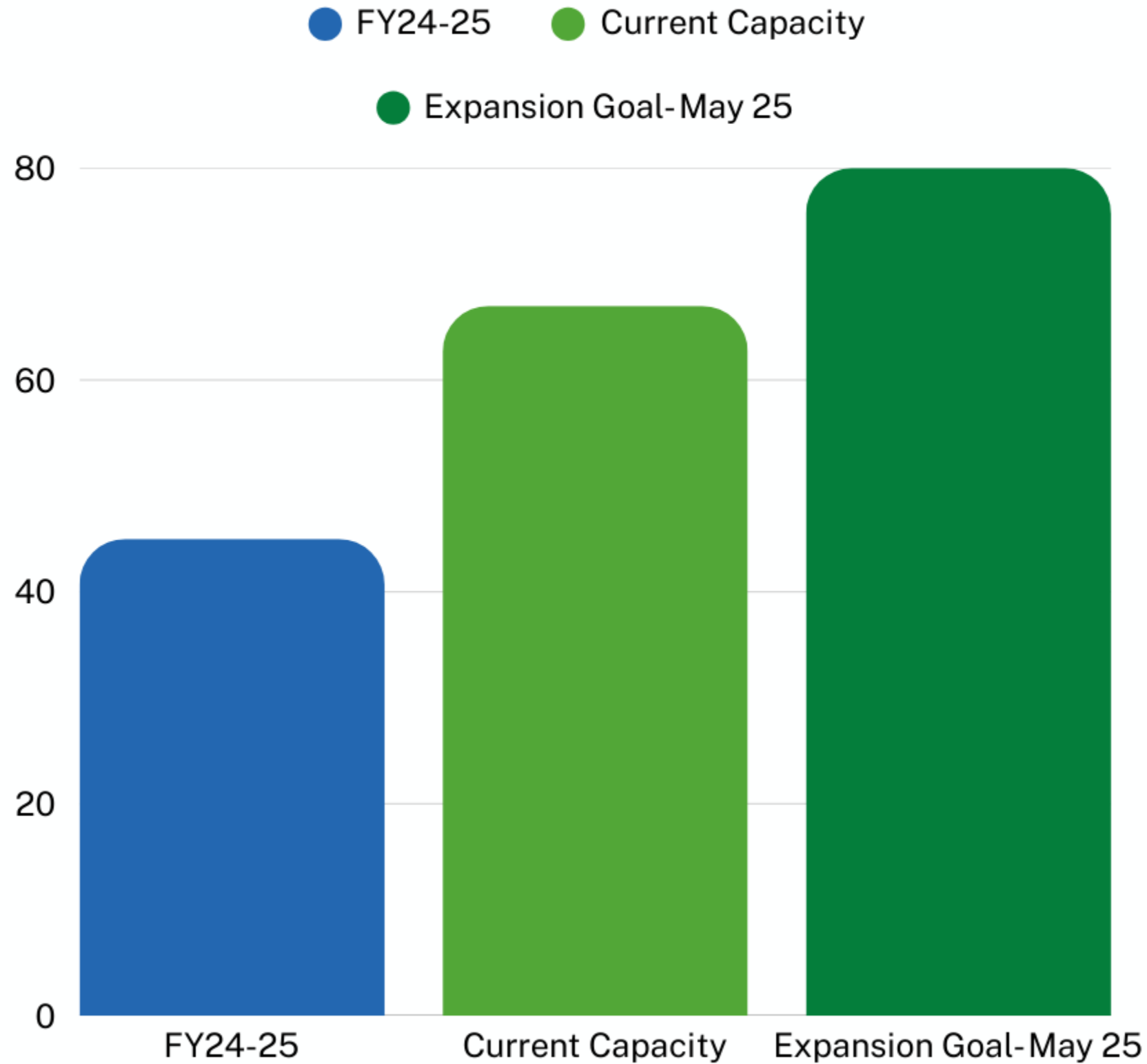
19,100

Showers provided to community members

Shelter services remain consistently utilized throughout the year.



Emergency Shelter Capacity Expansion



Fourth & Hope will increase operational capacity in the ES program to 80 beds by the end of March.

Purpose:

- Expand service access
- Increase navigation capacity
- Strengthen homelessness response services

Three-Year Revenue Breakdown by Source

Funding Source	25/26	26/27	27/28
CDBG (Community Dev. Block Grant)	\$15,000 (1%)	\$15,000 (2%)	\$15,000 (3%)
City of Woodland Emergency Shelter	\$256,788 (21%)	\$128,394 (16%)	\$0 (0%)
Cold Weather Shelter	\$28,300 (2%)	\$28,300 (3%)	\$28,300 (5%)
General Assistance (GA)	\$28,080 (2%)	\$28,080 (3%)	\$28,080 (5%)
HHAP 5	\$75,000 (6%)	\$0 (0%)	\$0 (0%)
HHAP 6	\$0 (0%)	\$0 (0%)	\$0 (0%)
Partnership HealthPlan (STPH/Respite)	\$268,800 (22%)	\$268,800 (33%)	\$268,800 (51%)
Prop 47	\$333,333 (28%)	\$166,666 (20%)	\$0 (0%)
ESG (Emergency Solutions Grant)	\$191,000 (16%)	\$191,000 (23%)	\$191,000 (36%)

Total Revenue by Fiscal Year

Emergency Shelter Program

Fiscal Year	Total Revenue	% Funding Lost from Previous Year	Average Beds per Night
2025–2026	\$1,196,301	↓ 18%	82
2026–2027	\$826,240	↓ 31%	57
2027–2028	\$531,180	↓ 36%	36

Key Insights:

Over \$665,000 in total lost funding between 2025/26 and 2027/28

Capacity reduced by more than 50%



Permanent Supportive Housing

Community of Hope - East Beamer Campus

Total Units: 61

PHS provides:

- Long-Term Housing
- Case Management
- Community Center - Support Services
- Facility Management Team



Permanent Supportive Housing

2024-2025 annual impact report

Program Indicator	Activity / Outcome
Move-ins	7
Lease Renewals	5
Forced Move-outs	4
Notices Issued	3
Lease Renewal Rate	71%

Common reasons for evictions:

- Severe health and safety issues
- Inhabitable Damage Units
- Violence impacting residents
- Harassment community risk



Walter's House Residential Treatment

Community of Hope - Substance Use Disorder Treatment Program

60-bed secure facility for adult men and women

Clinical Services

- 3.1 & 3.5 Levels of Care
- Behavioral Health Treatment
- Medication-Assisted Treatment (MAT)
- Individual & Group Therapy

Support Services

- 24/7 Residential Support
- Case Management
- Care Coordination
- Recovery Planning & Aftercare



Certified by Medi-Cal | Accredited by CARF

Treatment

2024-2025 annual impact report



226 PEOPLE

Received residential treatment



70 PEOPLE

Successfully completed treatment, graduated, or transitioned to continued care or housing.



28 PEOPLE

Completed outpatient programming with successful graduations or transitions.



70 REFERRALS

to partner organizations for additional support services.



Program Updates & Future Development

Future Campus Development

- Phase II Emergency Shelter Expansion
- Perinatal Residential Program
- Groundbreaking: May

SHELTER II AT EAST BEAMER
1901 East Beamer Street, Woodland, CA 95776



Program Updates

Ellen's House

- Ribbon Cutting March 12
- 11 Families Housed

Sober Living Environment

- Women's Program (4 beds)



Purpose: Expand integrated services supporting vulnerable populations.



Continuum of Care

From Crisis to Stability

Unsheltered / Crisis



Emergency Shelter

Navigation & Case Management



Walter's House Treatment

Recovery & MAT Services



Permanent Supportive Housing

Long-term housing stability



Key Priorities Moving Forward

- Strengthening shelter capacity
- Expanding housing services
- Supporting recovery programs
- Continued development of Community of Hope at East Beamer.

Thank you for your continued partnership!





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: March 17, 2026
ITEM #: I.5
SUBJECT: Proclaim March as American Red Cross Month

Recommendation for Action: Staff recommends that the City Council approve a proclamation recognizing March as American Red Cross Month.



Ken Hiatt
City Manager

Attachments:

1. Proclamation - American Red Cross Month 2026

Woodland

PROCLAMATION AMERICAN RED CROSS MONTH, 2026

WHEREAS, in March, we celebrate American Red Cross Month by honoring our neighbors who make its humanitarian mission possible in Woodland. Every day, their acts of kindness change lives, bringing relief, comfort and hope when help can't wait. This compassionate spirit runs deep in our community, just as it has for 145 years through the American Red Cross; and

WHEREAS, today, those who serve with the California Gold Country Region light the way during emergencies — whether it's delivering shelter, food, and comfort after disasters; providing a safe, lifesaving blood supply for patients facing conditions like cancer treatments, childbirth complications, and traumatic injuries; assisting military members, veterans and their families with 24/7 global support; or, empowering individuals with skills like first aid and CPR that save lives; and

WHEREAS, in 2025, the Red Cross Gold Country Region team responded to 630 home fires, hosted 270 blood drives, provided services to 490 military families, and trained more than 35,780 people in first aid, CPR and AED, water safety, babysitting, and other lifesaving skills; and

WHEREAS, these collective efforts are a powerful reminder that the strength of our community lies in our shared commitment to one another. As we mark Red Cross Month, let's celebrate our local heroes and resolve to continue lifting each other up, so no one faces an emergency alone.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Woodland does hereby proclaim March 2026 as Red Cross Month. We encourage all citizens of Woodland to reach out and support its humanitarian mission.

DATED: March 17, 2026

Tom Stallard, Mayor

Mayra Vega, Mayor Pro Tempore

David Moreno, Council Member

Tania Garcia-Cadena, Council Member

Rich Lansburgh, Council Member





TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: March 17, 2026
ITEM #: I.6
SUBJECT: Parks and Recreation Commission Meeting Minutes
for November 2025

Recommendation for Action: Staff recommends that the City Council receive the minutes from the November 24, 2025, Parks and Recreation Commission Meeting.

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

Discussion: The minutes from the November 24, 2025, Parks & Recreation Commission meeting were approved at the last Parks and Recreation meeting on February 23, 2026.

Conclusion: Staff recommends that the City Council receive the minutes from the November 24, 2025, Parks and Recreation Commission Meeting.

Prepared by: Kris Bain, Community Services Program Manager
Reviewed by: Christine Ferrara, Community Services Director



Ken Hiatt
City Manager

Attachments:

1. Parks and Recreation Commission Minutes November 24, 2025

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



CITY OF
WOODLAND
CALIFORNIA

Parks & Recreation Commission Meeting –

Monday, November 24, 2025

6:30 PM

A. CALL TO ORDER

Meeting called to order at 6:30 PM.

B. ROLL CALL

Parks & Recreation Commissioners Present: Chair Henry Murrieta, Vice Chair Carla White-Snyder, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarenghi,
Absent:
Excused:

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

- 1. SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for October 27, 2025

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the October 27, 2025 meeting.

On a motion by Commissioner Jon-Paul Valcarenghi, seconded by Vice Chair Carla White-Snyder and carried on a 4-0 vote, Parks & Recreation Commissioners approved the Parks & Recreation Commission Meeting Minutes for October 27, 2025.

AYES: Chair Henry Murrieta, Vice Chair Carla White-Snyder, Commissioner Magalean Martin, Commission Jon-Paul Valcarenghi
NOES:
ABSENT:
ABSTAIN:

E. COMMUNICATIONS - PUBLIC COMMENT

This is an opportunity for the public to speak to the Parks & Recreation Commission on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Commission and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent, if any. The Chair may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered. The option to submit a public comment via voicemail is no longer available.

Written Public Comments: Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to WoodlandCSD@cityofwoodland.gov. Written Comments received at least two (2) hours prior to the scheduled start time of the Parks & Recreation Commission meeting will be provided to the Commission and posted to the City website as part of the official record of the meeting but will not be read into the record. Written Comments received within two (2) hours of the scheduled start time of the Parks & Recreation Commission meeting and during the Commission meeting will be provided to the Parks & Recreation Commission the day following the Commission meeting. If you are submitting written comments on a particular item on the agenda, please identify the agenda item number and letter. If you are submitting written comments on an item not listed on the agenda, please identify your e-mail/comment as a General Public Comment. Note: Public comments at special meetings are limited to items on the agenda only.

F. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

Chair Henry Murrieta commented on the Beamer Park new pickleball lines and the change in the lighting.

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

G. BUSINESS ITEMS

2. Standing Committee Report

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

The Facilities Committee members, Vice Chair White-Snyder and Commissioner Valcarenghi, discussed the tours of the parks they have been to, including Beamer & Christiansen/Clark Field.

3. Approve Commissioner Absence Request

There were no absence requests.

H. REPORT OF THE STAFF

4. SUBJECT: Community Services Department Staff report for November 24, 2025

RECOMMENDATION FOR ACTION: The Parks & Recreation Commission will receive the CSD staff Report for November 24, 2025

Verbal updates provided by Council Members/Staff.

I. NEXT MEETING

5. The next meeting of the Parks & Recreation Commission is scheduled for January 26, 2026.

J. ADJOURN

On a motion by Commissioner Magalean Martin, seconded by Vice Chair Carla White-Snyder and carried on a 4-0 vote, the Parks & Recreation Commissioners adjourned the meeting at 6:47 PM.

AYES: Chair Henry Murrietta, Vice Chair Carla White-Snyder, Commissioner Magalean Martin, Commission Jon-Paul Valcarenghi

NOES:

ABSENT:

ABSTAIN:



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: March 17, 2026
ITEM #: I.7
SUBJECT: Agreement between the City of Woodland and Woodland Senior Center, Inc.

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a License Agreement with Woodland Senior Center, Inc.

Staff Contact:

Dallas Tringali, Community Services Program Manager, (530) 661-2005,
dallas.tringali@cityofwoodland.gov

Fiscal Impact:

Under the Agreement, Woodland Senior Center, Inc. will pay the City of Woodland \$1 per year for the use of the Woodland Community & Senior Center. Additionally, Woodland Senior Center, Inc. will pay \$5 per month for the use of the Senior Center copy machine (\$60 per year). There are no costs to the City related to this Agreement.

Background:

Woodland Senior Center, Inc. (SCI) is a non-profit organization which provides events and funding for Woodland Senior Center programs and activities. The City of Woodland has worked with SCI since 1976, partnering on countless Senior Center programs, events, and activities. The City has provided meeting space, program space, and storage for SCI. They also park a van in the gated area of the parking lot at the Woodland Community & Senior Center.

Discussion:

The City has not previously had a license agreement with Woodland Senior Center Inc. However, the City recently entered into a similar agreement with Community Care Car and seeks to formalize SCI's use of the Woodland Community & Senior Center as well. An agreement has been drafted that includes provisions for program space, storage space, filing drawers, and a parking space. The agreement includes a five-year term.

The Woodland Senior Center, Inc. Board of Directors approved the draft agreement at its regular meeting on March 5, 2026.

Conclusion:

Staff recommends that the City Council adopt Resolution No. _____, authorizing the City Manager to execute a License Agreement with Woodland Senior Center, Inc.

Prepared By: Dallas Tringali, Community Services Program Manager
Reviewed By: Christine Ferrara, Community Services Director



Ken Hiatt
City Manager

Attachments:

1. Woodland_ License Agreement (SCI)-c1
2. Proposed Resolution_Senior Center Inc. Agreement

LICENSE AGREEMENT

This License Agreement (“Agreement”) is entered into this _____ day of _____, 2026, by and between the CITY OF WOODLAND, a municipal corporation of the State of California (“City”) and WOODLAND SENIOR CENTER, INC., a California non-profit corporation (“SCI”), each of whom shall be referred to as a “party” and together as the “parties.”

RECITALS

WHEREAS, SCI, through its volunteers, supplements and supports events and programs within City’s Community & Senior Center (C&SC); and

WHEREAS, SCI uses C&SC, located at 2001 East Street, to facilitate nutrition, recreation, transportation, education, arts and crafts, health screenings, support groups, and information for seniors; and

WHEREAS, City and SCI now desire to set forth the terms and conditions regarding SCI’s use of C&SC.

NOW, THEREFORE, in consideration of the above facts and for the covenants and agreements contained herein, the parties hereto agree as follows:

1. Incorporation of Recitals. The recitals set forth above, and all defined terms set forth in such recitals and in the introductory paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth in full.

2. Grant of License. City hereby grants to SCI a license for the purposes of (1) permitting SCI to use Facility Space for SCI-sponsored events; (2) the use of the Administrative Conference Room for one meeting per month; (3) exclusive use of the Thrift Store Room; (4) the use of two file cabinets in the Senior Administration Area, two small storage units in the Receiving Room, and the Senior Center Closet and Billiard Room Cabinets for storage purposes; and (6) the use of one parking space in the gated fleet area of the C&SC, all as detailed further in this Agreement (collectively the “Licensed Premises”).

3. Term. The term of this Agreement shall be for five (5) years, commencing on _____, 2026, and ending on _____, 2031. SCI has the option to renew this Agreement, on the same terms and conditions stated herein, for one (1) separate additional five (5) year term, at the expiration of this Agreement so long as SCI is not in default of any term or condition stated in this Agreement. In order to exercise this separate five (5) year extension of this Agreement, SCI must provide City notice of such election ninety (90) days prior to the expiration of the original five (5) year term.

4. Rent. SCI shall pay to City, in advance, on or before July 1 of each year for the duration of this Agreement, the sum of One Dollar (\$1.00) per year for the use of the Licensed

Premises for the term of this Agreement. Rent may be prepaid by SCI at the commencement of this Agreement.

5. Use of Licensed Premises.

A. Purpose. The Licensed Premises shall be used for SCI's legitimate purposes only. SCI shall not commit or cause to be committed any nuisance or waste upon the Licensed Premises. In using the Licensed Premises, SCI shall, at its sole cost and expense, comply with all state and local laws, ordinances, and regulations.

B. Facility Use. The City shall permit SCI to use the C&SC for the following SCI-sponsored events on an annual basis: Valentine's Dinner and a Movie, Hand & Foot Card Party, Installation Dinner, Ice Cream Social, Oktoberfest, Thanksgiving Dinner, Holiday Brunch. Other events and programs may be added with Community Services Manager approval. The time, dates and location within the C&SC for such events shall be approved by the Community Services Manager at their discretion.

C. Administrative Conference Room. The City shall permit SCI to use the Administrative Conference Room once per month or twelve (12) times per year for the purpose of holding SCI's monthly meetings. The time and dates for such events shall be approved by the Community Services Manager at their discretion.

D. Thrift Store Room. SCI shall have exclusive use of the Thrift Store Room, provided that the City reserves the right to enter the Thrift Store Room as deemed necessary or appropriate by the Community Services Manager at their discretion.

E. Storage. The City shall permit SCI to use two (2) file cabinets in the Administration Area for SCI to store its property, and City shall provide a key to the file cabinets. All property stored by SCI in the file cabinets shall be and remain SCI's personal property and not the property or responsibility of City. The City shall permit SCI to use storage located in the Senior Center Closet and Billiard Room Cabinets. The City shall permit SCI to use two (2) small storage units in the Receiving Room. These storage areas may be labeled or otherwise designated by Community Services Department staff to clarify the areas that are used by SCI. Further, the City may, at its discretion, change the areas that are available for storage by SCI as necessary or convenient for the effective operation of the C&SC.

F. Parking Spaces. City shall grant to SCI the use of one (1) designated and contiguous parking space in the gated fleet area of the C&SC, to be used for SCI's van.. SCI understands that it will park its vehicle at the C&SC parking lot at its own risk and assumes all risk of theft, vandalism, or other damage to its vehicles.

G. Copy Machine. City shall permit SCI to use the City's copy machine at the C&SC, and SCI agrees to pay Five Dollars (\$5.00) to City each month as reimbursement to City for use of the copy machine.

6. Insurance.

A. Minimum Limits of Insurance. SCI shall maintain limits no less than (1) *General Liability*: ONE MILLION DOLLARS (\$1,000,000.00) per occurrence for bodily injury, personal injury, and property damage (if Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to, form CG 2503, either the general aggregate limit shall apply separately to this Agreement or the general aggregate limit shall be twice the required occurrence limit); and (2) *Automobile Liability*: ONE MILLION DOLLARS (\$1,000,000.00) per accident for bodily injury and property damage. SCI asserts that it has no employees; should that change, it will immediately obtain workers' compensation coverage as required by State law and provide the City with a certificate of insurance to evidence compliance.

B. Insurance Endorsements. The insurance policies shall contain the following provisions, or SCI shall provide endorsements on forms supplied or approved by the City to add the following provisions to the insurance policies:

i. General Liability. The general liability policy shall include or be endorsed (amended) to state that: (1) the City, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to the use of the Licensed Premises performed by or on behalf of SCI, including materials, parts, or equipment furnished in connection with such work; and (2) the insurance coverage shall be primary insurance as respects the City, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of SCI's scheduled underlying coverage. Any insurance or self-insurance maintained by the City, its directors, officials, officers, employees, agents, and volunteers shall be excess of SCI's insurance and shall not be called upon to contribute with it in any way.

ii. Automobile Liability. The automobile liability policy shall include or be endorsed (amended) to state that: (1) the City, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading, or unloading of any auto owned, leased, hired, or borrowed by SCI or for which SCI is responsible; and (2) the insurance coverage shall be primary insurance as respects the City, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of SCI's scheduled underlying coverage. Any insurance of self-insurance maintained by the City, its directors, officials, officers, employees, agents, and volunteers shall be excess of SCI's insurance and shall not be called upon to contribute with it in any way.

C. All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or cancelled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the City, its directors, officers, officials, employees, agents, and volunteers.

D. Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City, its directors, officials, officers, employees, agents, and volunteers.

E. Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. SCI shall guarantee that, at the option of the City, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its directors, officials, officers, employees, agents, and volunteers; or (2) SCI shall procure a bond guaranteeing payment of losses and related investigation costs, claims, and administrative and defense expenses.

F. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the City.

G. Verification of Coverage. SCI shall furnish City with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to 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, and shall be on forms provided by the City if requested. All certificates and endorsements must be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

H. Reporting of Claims. SCI shall report to the City, in addition to SCI's insurer, any and all insurance claims submitted by SCI that are related to SCI's use of City's C&SC facilities or property.

7. Hold Harmless and Indemnity. SCI shall indemnify, hold harmless, and defend (with counsel reasonably satisfactory to the City Attorney) City, its representatives, officers, officials, agents, and employees from and against all liability (including without limitation, court costs and reasonable attorneys' fees), claims, losses, demands, or actions for injury to, or death of a person or persons, or damages to property relating to, arising out of, alleged to arise out of, or in consequence of SCI's possession of or activity on the Licensed Premises, to the extent such liability, claims, losses, demands, or actions are caused by or result from the negligent acts or omissions of SCI, its representatives, officers, agents, employees, or volunteers or other activities on the Licensed Premises or in SCI's vehicles.

City shall indemnify, hold harmless, and defend (with counsel reasonably satisfactory to SCI) SCI's representatives, officers, officials, agents employees, and volunteers against all SCI liability (including without limitation, court costs and reasonable attorneys' fees), claims, losses, demands or actions for injury to or death of a person or persons, or damages to property relating to, arising out of, alleged to arise out of, or in consequence of City's possession of or activity on the Leased Premises, to the extent such liability, claims, losses, demands, or actions are caused by or result from the negligent acts or omissions caused solely by City, its representatives, officers, agents, employees, or volunteers.

8. Removal of Items From Licensed Premises. Upon expiration of this Agreement or sooner termination, SCI, within sixty (60) days thereafter, shall remove from Licensed Premises all improvements erected or installed by SCI, its predecessors, successors, or assigns, which have been installed by or on behalf of SCI.

9. Surrender. SCI shall, at the end of the term or on sooner termination of this Agreement, quietly and peaceably surrender possession of the Licensed Premises and give peaceable possession of the Licensed Premises to the City, in the same condition as the Licensed Premises were in at the commencement of this Agreement unless City desires to retain any improvements or modifications made to the Licensed Premises, as determined by the Community Services Director.

10. Termination. SCI understands that the Licensed Premises is located within a public building and that a future use by City may become paramount to the use contemplated by this Agreement. City shall have the right to terminate this Agreement at its sole discretion and without cause, and without penalty, and SCI shall surrender the Licensed Premises to City pursuant to Section 9 of this Agreement within ninety (90) days following notice to SCI of such termination. Without limiting its ability to seek other remedies, either at law or in equity, either party may terminate this Agreement and all of the obligations herein, at its option, upon the other party's breach of any of its obligations under this Agreement. Failure to cure such breach within thirty (30) days after receipt of written notice from the non-breaching party or, if such cure cannot be completed within thirty (30) days, the breaching party's failure to commence such cure within thirty (30) days after its receipt of written notice and thereafter failing to diligently prosecute such cure to completion.

11. Assignment. SCI agrees not to convey, assign, sublet, or encumber any interest in the Licensed Premises during the term of this Agreement without first obtaining the City's prior written approval, which may be granted or refused in City's sole and absolute discretion. Any attempted sale, conveyance, assignment, sublet, or encumbrance shall be void where prior written approval has not first been obtained from City. Any assignment or subletting approved by City shall not relieve SCI of any of its obligations or liabilities under this Agreement for the term of this Agreement, and both SCI and any subsequent assignor(s) shall be deemed bound by this Agreement.

12. Other Conditions.

A. Entire Agreement. This Agreement supersedes any prior agreements, negotiations, and communications, oral or written, and contains the entire agreement between City and SCI as to the subject matter hereof. No subsequent agreement, representation, or promise made by either party hereto, or by or to any employee, officer, agent, or representative of either party shall be of any effect unless it is in writing and executed by the party to be bound thereby.

B. Interpretation and Venue. The title or headings to paragraphs shall have no effect on interpretation of provisions. This Agreement shall be governed by and construed in accordance with the laws of the State of California, and any action to interpret or enforce this Agreement shall be brought and maintained exclusively in the courts of and for Yolo County.

C. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

D. Attorney's Fees. If any action or proceeding is brought by a party against the other under this Agreement, the prevailing party shall be entitled to recover for the fees of its attorneys in such action or proceeding, including costs of appeal, if any, in such amount as the court may adjudge reasonable as attorneys' fees. In addition, should it be necessary for City to employ legal counsel to enforce any of the provisions herein, SCI agrees to pay all attorneys' fees and court costs reasonably incurred.

E. Amendments. This Agreement may not be amended, modified, altered, or changed in any respect whatsoever except by a further agreement in writing executed by the parties.

[Signatures on next page]

13. Notices. All notices shall be in writing and delivered in person or transmitted by mail, postage prepaid as follows:

CITY: Christine Ferrara
Community Services Director
City of Woodland
2001 East Street
Woodland, CA 95776

SCI: Woodland Senior Center Inc
Roy Miller, President
2001 East Street
Woodland, CA 95776
(530) 661-2001

IN WITNESS WHEREOF, the parties have executed this Agreement this _____ day of _____, 2026, and is effective as of _____.

CITY OF WOODLAND:

WOODLAND SENIOR CENTER INC

BY: _____
Ken Hiatt, City Manager

By: _____
Roy Miller, President

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO EXECUTE A LICENSE
AGREEMENT WITH WOODLAND SENIOR CENTER, INC.**

WHEREAS, the City of Woodland's Senior Center provides a central location for older individuals to receive resources and have opportunities for leisure; and

WHEREAS, Woodland Senior Center, Inc. is a non-profit organization that has maintained a partnership with the City of Woodland for nearly a half century; and

WHEREAS, Woodland Senior Center, Inc. disperses an extensive amount of money annually for senior events, travel, programs, and scholarships; and

WHEREAS, Woodland Senior Center, Inc. holds programs and events at the Woodland Community & Senior Center; and

WHEREAS, Woodland Senior Center, Inc. stores items for their programs and events and parks a vehicle at the Woodland Community & Senior Center; and

WHEREAS, the City Council wishes to approve a License agreement that outlines provisions for holding programs and events and storing materials and a vehicle at the Woodland Community & Senior Center 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 authorizes the City Manager to execute the License Agreement with Woodland Senior Center, Inc., related to the use of the Woodland Community & Senior Center facility.

SECTION 2. A copy of the Agreement is available and on file in the City Clerk's office and is incorporated herein by reference and made a part of this Resolution.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 17th day of March, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Marrissa Kersey, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: March 17, 2026
ITEM #: I.8
SUBJECT: Appointment of Members to Boards and Commissions

Recommendation for Action: Staff recommends that the City Council appoint members to various Boards and Commissions for specified terms, consistent with the recommendations of the Mayor and Mayor Pro Tempore.

Staff Contact:

Marissa Kersey, City Clerk, (530) 661-5806, marissa.kersey@cityofwoodland.gov

Background:

The City currently has vacancies on the Parks and Recreation Commission, Sustainability Advisory Committee, Personnel Board, and the Manufactured Homes Fair Practices Commission. All vacancies for which appointments are recommended were published on the City's website on February 23, 2026, along with instructions on how to apply. Since the annual recruitment completed in June 2025, the City has received applications from several interested members of the public.

Discussion:

After a review of the applications received, the Screening Committee, comprised of Mayor Stallard and Mayor Pro Tempore Vega, recommended the appointments in the attachment to this staff report. If appointed by the Council, the applicants will begin their term immediately and will serve on the applicable board or commission until the end of the term as provided in the attachment.

The applications for candidates who are not selected for appointment will be retained for consideration until the annual recruitment in 2027.

Conclusion:

Staff recommends that the City Council appoint members to various Boards and Commissions for specified terms, consistent with the recommendations of the Mayor and Mayor Pro Tempore.



Ken Hiatt
City Manager

Attachments:

1. Recommended Appointments Effective 03.17.26

**BOARDS AND COMMISSIONS
RECOMMENDED APPOINTMENTS
EFFECTIVE MARCH 17, 2026**

MEMBER	RECOMMENDED APPOINTMENT	TERM EXPIRES
Parks & Recreation Commission Margaret McCuan	Complete Vacant 4-yr term	6/30/2028
Personnel Board Xin Chen	Complete Vacant 4-yr term	6/30/2027
Sustainability Advisory Committee JD Trebec	Complete Vacant 4-yr term	6/30/2027



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: March 17, 2026
ITEM #: I.9
SUBJECT: Woodland Aquatics Center Project, CIP 19-18 - Final Acceptance and Notice of Completion

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

1. Accept the Woodland Aquatics Center Project (CIP 19-18) construction contract as complete and authorize the City Clerk to file a Notice of Completion,
2. Appropriate \$5,000,000 of Spring Lake Infrastructure Bond Funds (Fund 1640) to the project,
3. Remove the appropriation of \$3,500,000 of Measure F Funds (Fund 507) from the project,
4. Adjust the appropriations in the Capital Projects Fund (Fund 1501) to total \$9,650,000 for the project, and
5. Approve a consultant services contract amendment with LPA in the amount of \$75,000 for a total agreement amount of \$1,454,500 and authorize the City Manager to execute the amendment.

Staff Contact:

Ed Wisniewski, Principal Civil Engineer, (530) 661-5975, ed.wisniewski@cityofwoodland.gov

Fiscal Impact:

With the Council actions noted above, the project budget will be \$15,650,000. The composition of project funding includes \$4,366,905 in Measures J funding (Fund 1501), \$1,000,000 in Measure F funding (Fund 1507), \$1,000,000 in American Rescue Plan (ARP) Funds (Fund 1501), \$1,842,018 in community donations (Fund 1501), \$2,441,077 in community benefit fees paid by developers (Fund 1501), and \$5,000,000 in Parks SLIF funding (Fund 1640). The SLIF funding is paid for with Spring Lake Infrastructure Bond Funds.

In 2021, the City issued \$22 million in bonds to fund infrastructure improvements in Spring Lake. To maintain the tax-exempt status of the bonds, proceeds generally must be spent within three years of issuance and fully expended within five years. At the time of issuance, the City anticipated spending all proceeds within this timeframe. However, delays in construction and related project reimbursements have resulted in proceeds remaining unspent beyond the three-year period. As of the end of calendar year 2025, the City had approximately \$10.86 million in unspent bond proceeds. Given the time that has elapsed since issuance, the City's bond counsel has advised that the remaining proceeds should be spent on eligible projects as quickly as possible.

Bond proceeds may be used for facilities and projects identified in the Spring Lake Infrastructure Fee (SLIF) Nexus Study and those specifically referenced in the related bond documents. Staff anticipates reimbursing Spring Lake developers approximately \$5.5 million for approved projects during the first half of 2026. The Woodland Aquatics Facility is currently the only SLIF-eligible capital project that can be completed in the near term and utilize a portion of the remaining bond proceeds. Because the aquatic facility falls within the Sports Park Improvements category in the SLIF Nexus Study, it is eligible for the use of bond funds. Accordingly, staff recommends appropriating \$5 million of SLIF bond proceeds to the aquatic facility. The remaining bond funding of approximately \$300,000

is expected to be spent in the second half of 2026 on other SLIF-eligible projects. Use of these bond funds will not affect the status or timing of completion of other Spring Lake infrastructure or park projects.

This action will allow the use of bond proceeds to replace funding previously identified for the aquatic facility from other sources. Additional community donations have been received for the pool project, with a total of \$1.8 million. As a result, staff proposes returning \$4.5 million in Measure F funds, which would become available for other projects. In addition, the \$1,000,000 in General Fund money previously allocated to the aquatics facility project would no longer be needed and will be returned to the reserve fund balance.

City Council Priority Goals:

The aquatics center project has long been identified as a priority quality of life initiative within the City Council Priority Goals.

Background:

Prior to the completion of the new aquatics center, the City operated just one municipal pool, the Charles Brooks Community Swim Center, located adjacent to Woodland High School. Since Hiddleson Pool was closed in 2008, City staff engaged with public workshops, citizen committees, and other planning efforts to provide a second community pool. A 2017 feasibility study summarized all the feedback from the community and identified the preferred design concept, which included a competition lap pool and a separate recreational pool. In August 2021, the City Council appointed a subcommittee to work with staff to refine the recommended project scope and budget. Staff worked closely with the Council subcommittee to identify the preferred scope, which was ultimately constructed with the project and includes the following features:

- Competition Swimming Pool
 - 10 lanes (25 yards x 25 meters)
 - 8 competition lanes (2 warm-up/water aerobics lanes)
 - Shallow learn-to-swim lane(s)
 - ADA accessibility

- Activity/Recreation Pool
 - Interactive water play features
 - Instructional (learn-to-swim) areas
 - Wading area
 - Zero-depth entry area

- Support Building (approx. 4,275 sf)
 - Office/ticketing space
 - Locker/dressing/toilet/shower area
 - Lifeguard/first aid/training area
 - Mechanical room
 - Chemical storage rooms
 - Custodial Space
 - Maintenance Technician office/workspace
 - Electrical room

- Site Features
 - Approx. 2 acres of overall development
 - Shade structures
 - Utility connections
 - Fencing (site security & pool area)
 - Lighting
 - Sidewalks & paths of travel
 - Deck space
 - Landscaping

In April 2022, LPA architects was awarded the design contract for the new aquatic center after a quality-based selection process. Design commenced in summer of 2022 with an initial phase of conceptual design and program confirmation. Partway through advanced design development efforts, the geotechnical analysis revealed that the previously planned site for the new aquatics center, at Pioneer High School, contained poor soil conditions for a facility of this nature. Therefore, in June 2023, City Council approved a recommendation to relocate the aquatic center to the Community & Senior Center, and design continued at the alternative site. A subsequent geotechnical study at the Community Center showed that soil conditions were favorable and preparation of the final construction documents proceeded. Design was completed in May 2024. On May 21, 2024, the City Council approved the project plans and specifications and authorized bid advertisement.

Discussion:

On July 16th, 2024, the project was awarded to DG Granade, Inc. via resolution No. 8378 at a contract value of \$11,981,383, which included the optional scoreboard and timing system. A groundbreaking ceremony was held on August 19, 2024, and the contractor was issued notice to proceed on August 24, 2024. The contract allowed 330 working days, which set the contract completion date as December 19, 2025. Rain days and delays in establishing power from PG&E resulted in the project achieving substantial completion on February 27, 2026.

The total project cost at the conclusion of project closeout is anticipated to be approximately \$15.65 million according to the breakdown below:

Design	\$1,559,000.00	(10%)
Construction (including all change orders)	\$12,474,000.00	(80%)
Project Management (& overhead)	\$360,000.00	(2.3%)
Construction Management & Inspection	\$863,000.00	(5.5%)
Misc (PG&E, Permitting, etc.)	\$394,000.00	(2.5%)
Total	\$15,650,000.00	

City Council authorized a construction contract contingency of 5% (approximately \$600k). Over the course of construction, five change orders were executed totaling \$480,000 (4% of the contract value). 4% of the contract is a typical amount to expect change orders on a project like this, and much of the cost is related to project enhancements like an upgraded stucco finish or repaving the entire parking lot fronting the facility. The largest change order was related to the PG&E service connection as the design of those services was not identified by PG&E until after the project went out to bid. Overall, the project was a successful collaboration between City staff, the City's construction

management consultant (Kitchell), and DG Granade and their subcontractors. The entirety of the project is covered under warranty for a period of 1 year, with many other pieces of equipment having much longer manufacturer warranties. City operations staff will continue to monitor the new facility to ensure that any defects are corrected within the first year of operations.

With the project running a couple of months longer than originally anticipated, LPA, Inc. has incurred additional expenses for which they have requested a contract amendment to cover their costs in providing services through completion of the project. There were also a handful of additional design and engineering evaluations that LPA provided outside the scope of their original contract. LPA has provided a proposal fee of \$75,000 for additional services.

Conclusion:

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

1. Accept the Woodland Aquatics Center Project (CIP 19-18) construction contract as complete and authorize the City Clerk to file a Notice of Completion,
2. Appropriate \$5,000,000 of Spring Lake Infrastructure Bond Funds (Fund 1640) to the project,
3. Remove the appropriation of \$3,500,000 of Measure F Funds (Fund 507) from the project,
4. Adjust the appropriations in the Capital Projects Fund (Fund 1501) to total \$9,650,000 for the project, and
5. Approve a consultant services contract amendment with LPA in the amount of \$75,000 for a total agreement amount of \$1,454,500 and authorize the City Manager to execute the amendment.

Prepared by: Ed Wisniewski, Principal Civil Engineer

Reviewed by: Brent Meyer, Community Development Director / City Engineer
Kim McKinney, Administrative Services Director



Ken Hiatt
City Manager

Attachments:

1. Aerial Photos
2. LPA Amendment 3
3. Proposed Resolution_CIP 19-18 Completion



Aerial Photography (February 2026)



Drone Photography (February 2026)



Drone Photography (February 2026)



Groundbreaking Ceremony (8/19/2024)



Ribbon Cutting (2/7/2026)

March 4, 2025

Mr. Ed Wisniewski
Project Manager
CITY OF WOODLAND
300 First Street
Woodland, CA 96065

Re: Southeast Area Aquatic Center
Additional Services – Amendment No. 6
LPA Project No. 30779.01

Dear Mr. Wisniewski,

Thank you for meeting with me this week to discuss and resolve the additional services for architectural and engineering services. These services are:

- CA Phase extension of 2.5 months
- Additional design items directed by the City
- An increase in CA meetings from the #30 allocated for to over #75 provided to support the project.

The purpose of this letter is to confirm that additional services have been incurred during the construction administration phase, the fee for these additional services is \$75,000.

Thank you again for allowing us the opportunity to assist in this important project for the City of Woodland. Attending the ribbon cutting event and seeing the pleasure gained by so many from this project was fantastic.

Sincerely,

LPA, Inc.



Julian Watt, AIA
Principal | Studio Director

Cc: Brent Meyer – COW, Kevin Concolino – LPA, Ifrane Brennan – LPA

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
ACCEPTING THE SOUTHEAST AREA AQUATIC CENTER PROJECT, CIP 19-18,
CONSTRUCTION CONTRACT AS COMPLETE AND AUTHORIZE THE CITY
CLERK TO FILE A NOTICE OF COMPLETION**

WHEREAS, on May 21, 2024, the City Council approved the plans and specifications and authorized staff to bid the Southeast Area Aquatic Center Project (CIP 19-18); and

WHEREAS, on July 16, 2024, the City Council authorized the City Manager to award and execute a construction contract with DG Granade, Inc. in the amount of \$11,981,383 and approved construction contingency up to 15% of the contract amount (\$599,069); and

WHEREAS, DG Granade, Inc. has completed construction of the new aquatics center, which includes a new 10-lane competition swimming pool, a recreational/activity pool, a 4,275-sf support building, and approx. 2 acres of site improvements; and

WHEREAS, the construction of the aquatics center began in August 2024 and was completed in February 2026; and

WHEREAS, the City Council wishes to accept the construction contract as complete and authorize the City Clerk to file a notice of completion; and

WHEREAS, the total project cost at the conclusion of project closeout is anticipated to be approximately \$15.65 million; and

WHEREAS, the City wishes to remove \$3,500,000 of the previously appropriated \$4,500,000 in Measure F Funds (Fund 507) from the project; and

WHEREAS, the City wishes to appropriate \$5,000,000 of Spring Lake Infrastructure Parks Funds (Fund 1640) to the project; and

WHEREAS, the City wishes to adjust the appropriations in the Capital Projects Fund (Fund 1501) to total \$9,650,000 for the project for a total project budget of \$15,650,000; and

WHEREAS, the City wishes to approve a contract amendment with LPA, Inc. for \$75,000 for a total contract amount of \$1,454,500 and authorize its execution through the adoption of this Resolution.; and

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

SECTION 1. The City Council hereby accepts the Southeast Area Aquatic Center Project (CIP 19-18) construction contract as complete.

SECTION 2. The City Council hereby authorizes the City Clerk to file a Notice of Completion for the Southeast Area Aquatic Center Project (CIP 19-18).

SECTION 3. The City Council hereby authorizes the removal of appropriation of \$3,500,000 in Measure F Funds (Fund 507) from the Southeast Area Aquatic Center Project, CIP 19-18.

SECTION 4. The City Council hereby authorizes the appropriation of \$5,000,000 Spring Lake Infrastructure Parks Funds (Fund 1640) to the Southeast Area Aquatic Center Project, CIP 19-18.

SECTION 5. The City Council hereby authorizes the adjustment of appropriations in the Capital Projects Fund (Fund 1501) to total \$9,650,000 for the Southeast Area Aquatic Center Project, CIP 19-18.

SECTION 6. The City Council hereby approves a Contract Amendment with LPA, Inc. in the amount of \$75,000. The City Manager is hereby authorized and directed to execute the Amendment, subject to City Attorney approval. The City Attorney is hereby authorized to make clarifying and confirming changes so long as the total dollar amount authorized in the Amendment does not change.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 17th day of March 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: March 17, 2026
ITEM #: I.10
SUBJECT: License Agreement for Rotary Stage

Recommendation for Action: Staff recommends that the City Council adopt Resolution No. ____, authorizing the City Manager to enter into a License Agreement with the Woodland Rotary Endowment for the construction of the Rotary Stage in the intermission garden at the Woodland Opera House State Historic Park.

Staff Contact:

Jenna Moncrief, Management Analyst II, (530) 661-2000, jenna.moncrief@cityofwoodland.gov

Fiscal Impact:

The construction and operation of the proposed project will not have a financial impact on the City. The project will enhance Heritage Plaza which could result in an increased use of the space.

Background:

Rotary in Woodland, California, has been active since 1926, when seventeen Woodlanders signed the charter to form the Rotary Club of Woodland, the community’s original Rotary club. Over the past one hundred years of continuous service, Woodland Rotary has grown to include three clubs — Woodland Sunrise, Woodland Luna Vista, and the founding club, now often referred to as the Woodland “Noon” Rotary Club. The combined clubs have more than 130 members, both actively employed and retired, who are proud of Rotary’s many contributions to the Woodland community.

In late 2025, Rotary sought input for new public improvements needed in the community. A proposal to create an outdoor stage in the Opera House’s Intermission Garden was among several suggestions received. Woodland Rotary selected this as its Centennial Project primarily due to its central location in the community and its focus on youth, as the stage may be used by the Woodland Opera House for outdoor Children’s Theatre productions.

Built in 1885, the Woodland Opera House State Historic Park (WOH) is property of the State of California acting through the Department of Parks and Recreation (State). The City of Woodland (City) has an operating agreement for the development, operation, control, and maintenance of the WOH with the State through July 31, 2033. In 1989, the City entered an operating agreement with Woodland Opera House, Incorporated (Board) to transfer the operation and maintenance of the WOH to the Board, which is also through July 31, 2033.

Subsequently, there have been several discussions between City staff, Woodland Rotary, and State Parks officials to determine how the concept might be approved for construction. Woodland Rotary has sought proposals for design assistance on the project and selected Clark Pacific to prepare the plans necessary to secure permit approval from the City and State Parks. Clark Pacific has donated their engineering services for the project.

Woodland Rotary has commenced a fundraising effort through business sponsorships and member pledges to raise money for both the project and the Celebration event. To date, over \$160,000 has either been received or pledged. This includes a Center Stage Sponsorship by Clark Pacific.

Woodland Rotary plans to hold an official groundbreaking ceremony around the time of the Centennial Celebration set for Saturday, April 25, 2026, at the Woodland Community and Senior Center, to open at least the stage portion of the project by the year 2026.

There are six elements or “spokes” of the project, as listed below:

Spoke One: The Rotary Stage

1. The centerpiece of the project is a purpose-built outdoor stage positioned in the southeast corner of the Intermission Garden behind the existing marquee as shown in the attached conceptual design.

2. This includes structural engineering, foundation work, framing, decking, step construction, and finish work.

Spoke Two: Electrical Infrastructure and Lawn Preservation

1. This includes trenching, conduit installation, wiring, weather-resistant outlet boxes, connections to the electrical service, and necessary permits and inspections.

Spoke Three: Brick Enclosure extension

1. This includes masonry materials, labor for wall construction, and construction of risers, along with foundation work as required.

Spoke Four: Sound-Baffling Shutter System

1. This includes steel ring hardware installation, custom shutter fabrication using acoustic materials, and storage solutions. Shutter costs will depend on final material selection and acoustic performance requirements.

Spoke Five: Mobile Light and Sound Package

1. This includes theatrical lighting instruments, stands, cabling and control equipment, powered speakers, mixing board, microphones and stands, and appropriate storage cases for all equipment. Costs will depend on system size and quality level selected.

Staff will continue to have further conversations with Woodland Rotary as they prepare the final plans for review.

Discussion:

Staff is working with the City Attorney on a License Agreement that would be executed between the City and the Woodland Rotary Endowment. Key provisions of this agreement are summarized below:

Grant of License: The City grants Rotary a temporary right to enter onto the Property for the purpose of constructing the Stage within a designated footprint.

Construction: Rotary shall design and construct the Stage at their sole cost, responsibility, and liability. The Stage shall be constructed in compliance with City-approved plans and permits and shall be subject to City Building department review upon completion of the project. The construction shall also comply with requirements of the State Department of Parks and Recreation. Rotary has deemed that no public funds will be used in the installation or construction of the Stage. However, Rotary understands and agrees that if any public funds are used for the installation or construction of the Stage, that the Stage will be a “public works” project only for the purposes of Labor Code Section 1720 et seq. of the Labor Code regarding payment of prevailing wages and associated requirements.

Compliance with Applicable Laws: Rotary and its Contractors shall ensure that all work performed on the Stage complies with all applicable federal, state, county and City laws, regulations and rules, as these rules and regulations may be modified or changed from time to time. All requirements of the State Department of Parks and Recreation will be adhered to.

Use of Volunteers: Rotary understand and agree that they shall comply with Labor Code Section 1720.4, as it reads at the time of Agreement execution and as it may be amended, with respect to the use of volunteer labor and paid labor.

Notification to City and Authorization: Rotary shall notify City of their intention to commence installation at least five (5) days prior to the commencement of any work or delivery of materials to the Property. Rotary and its contractors or subcontractors, if used, shall not commence installation of the Public Improvements until the Rotary has received written authorization from City to proceed

Damage to Public Improvements During Term: Until the Stage is completed and accepted by the City, Rotary, at all times, shall be solely responsible for all damage to the Stage and damages to the Property or third parties, regardless of cause.

Insurance: The Rotary and its contractors shall provide the City insurance to cover liability during construction, as outlined within the License Agreement.

License Termination: The Agreement shall terminate upon the completion of the Stage.

Ownership at Completion: Upon completion of the Stage, the maintenance and responsibility of the Stage shall be transferred to the City.

Conclusion:

Staff recommends that the City Council adopt Resolution No. ____, authorizing the City Manager to enter into a License Agreement with the Woodland Rotary Endowment for the construction of the Rotary Stage in the intermission garden at the Woodland Opera House State Historic Park.

Prepared by: Jenna Moncrief, Management Analyst II

Reviewed by: Christine Ferrara, Community Services Director

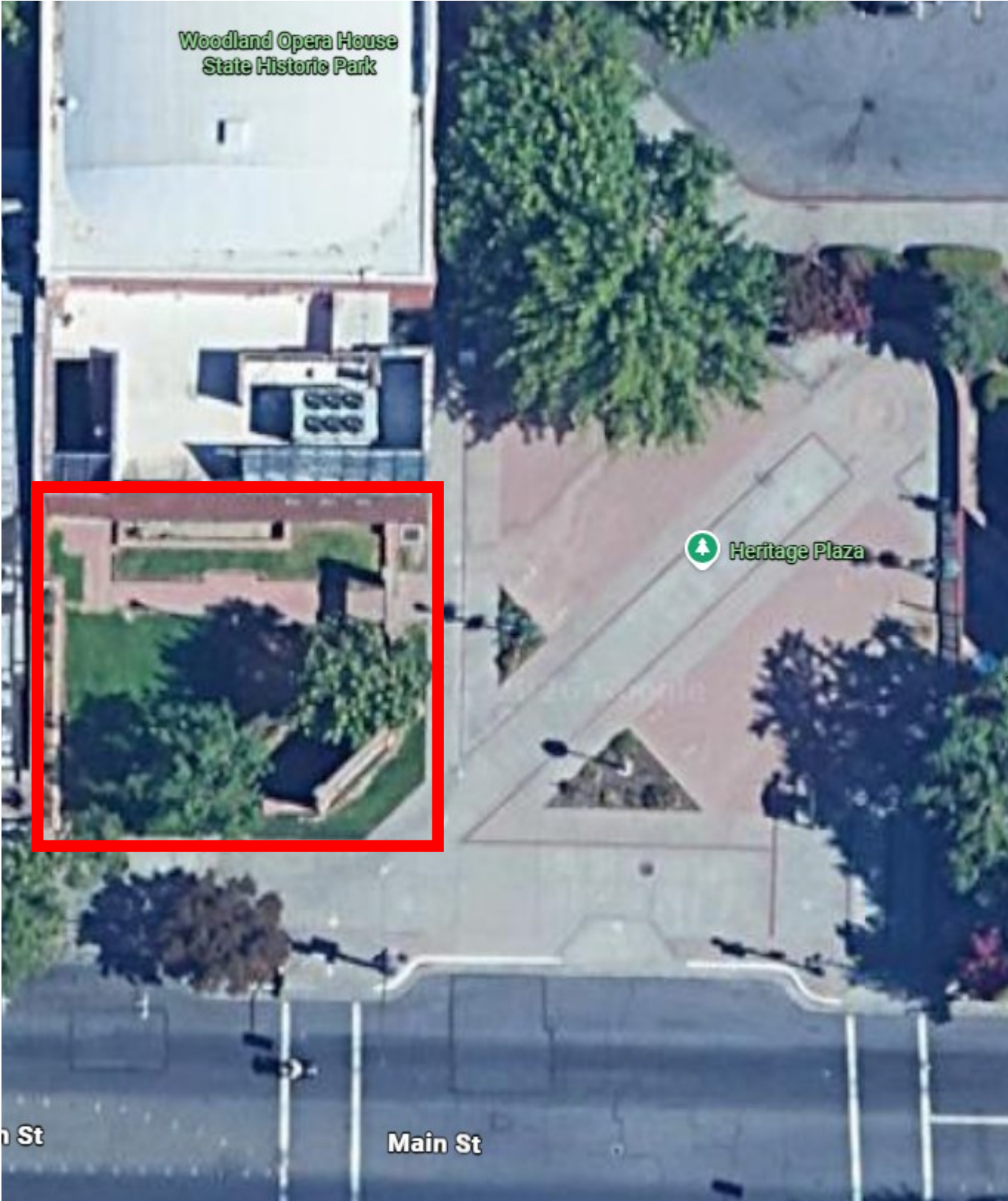


Ken Hiatt
City Manager

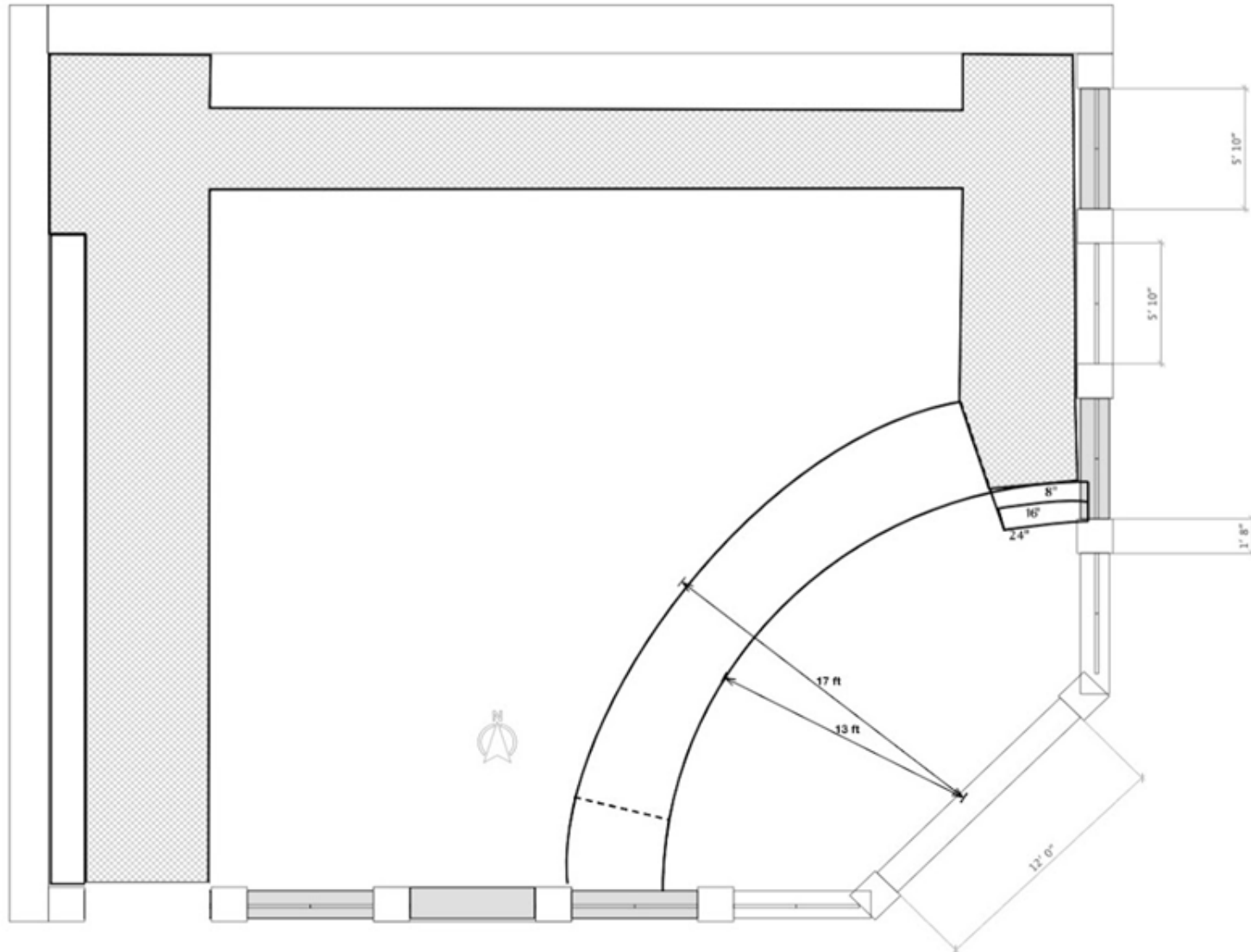
Attachments:

1. Project Location
2. Conceptual Design
3. Proposed Resolution - Rotary Stage

Project Location



Conceptual Design



RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
AUTHORIZING THE CITY MANAGER TO ENTER INTO A LICENSE
AGREEMENT WITH THE WOODLAND ROTARY ENDOWMENT FOR THE
CONSTRUCTION OF THE “ROTARY STAGE” IN THE INTERMISSION
GARDEN AT THE WOODLAND OPERA HOUSE STATE HISTORIC PARK
AND FINDING THE PROJECT EXEMPT FROM CEQA**

WHEREAS, the CITY entered into an agreement with the State of California for the operation of the Historic Woodland Opera House, located at 340 Second Street, in the City of Woodland, California (“Woodland Opera House”) on November 20, 1979 (the “State Agreement”); and

WHEREAS, the State Agreement provides that the CITY could transfer the operation and management of the Woodland Opera House to the BOARD; and

WHEREAS, on or about July 5, 1989, the CITY and the BOARD entered into that certain agreement for the operation and maintenance of the Woodland Opera House (the “Operating Agreement”); and

WHEREAS, Rotary in Woodland has been active since 1926, and is celebrating its Centennial year in 2026; and

WHEREAS, in December 2025, the Woodland Opera House, Inc. submitted a proposal (“proposal”) to Woodland Rotary to create an outdoor stage in the Intermission Garden; and

WHEREAS, Woodland Rotary selected the proposal as its Centennial Project.

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

SECTION 1. The City Council hereby determines that the construction of an outdoor stage in the Intermission Garden is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Existing Facilities) and Section 15303 (Small Structures). The construction of the proposed outdoor stage is a minor alteration to an existing public plaza, comprised of a single outdoor stage and ancillary improvements that will be used to present outdoor productions.

SECTION 2. The City Council hereby authorizes the City Manager to execute a License Agreement between the Woodland Rotary Endowment and the City of Woodland for the construction of the Rotary Stage in the intermission garden at the Woodland Opera House

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular meeting held on the 17th day of March 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
 AGENDA: City Council Regular Meeting
 DATE: March 17, 2026
 ITEM #: I.11
 SUBJECT: Hiddleson Park Phase 1 Improvement Project (CIP 25-10)

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

1. Approve the project plans & specifications and authorize bid advertisement for the Hiddleson Park Phase 1 Improvement Project, CIP 25-10,
2. Approve the reallocation of \$280,000 of Measure F Funds from the Community Services Department’s FY26 appropriated budget to the Hiddleson Park Phase 1 Improvement Project, CIP 25-10,
3. Authorize the City Manager to execute a contract with Public Restroom Company in the amount not to exceed \$372,385 through a cooperative purchasing agreement with Sourcewell Contract #052725-PRM and affirming the City Manager’s determination that the City’s public bidding requirement for the restroom building has been satisfied by another government agency’s competitive bid procedure and the City’s price is equal to the price negotiated by that government agency for purchasing manufactured restroom buildings,
4. Authorize the City Manager to execute a contract with PG&E for Rule 20C undergrounding of existing overhead power lines through Hiddleson Park in an amount not to exceed \$208,808.62, and
5. Approve an easement deed to PG&E to grant them maintenance and access rights to their facilities through Hiddleson Park.

Staff Contact:

Miguel Chavez, Sr. Construction Manager, (530) 661-5975, Miguel.chavez@cityofwoodland.gov
 Jenna Moncrief, Management Analyst, (530) 661-2023, jenna.moncrief@cityofwoodland.gov

Fiscal Impact:

Funding for improvements to Gracie Hiddleson Park, in the amount of \$200,000 in Measure F funding, was approved as part of the Fiscal Year 2022/23 mid-year budget adjustments, along with an additional Measure F appropriation of \$100,000 for improvements to another park facility that did not come to fruition. However, some funds were expended during planning stages, leaving a combined available balance of \$280,000. In May 2024, Council approved the Fiscal Year 2024/2025 Measure F spending plan, which included \$660,000 in funding for CIP 25-10 for Hiddleson Park Improvements. Staff is requesting that the remaining \$280,000 appropriated Measure F funds be reallocated to CIP 25-10. This project budget will be used to fund Phase 1 of the Hiddleson Park Improvement Project, which includes the relocation of utilities, a new restroom building, a new concrete walkway, and added lighting. The total cost of the Phase 1 Improvement Project is currently estimated at approximately \$1,000,000 (see breakdown below).

Design/Engineering	\$12,500.00
Construction Contract	\$340,000.00
Bathroom Procurement	\$372,385.00

PG&E and AT&T Contracts	\$215,000.00
Construction Contingency (15%)	\$50,000.00
Misc. Costs	\$20,000.00
Total	\$1,009,885.00

At the conclusion of the bidding period, staff will return to council with a recommendation for contract award. At that time, staff will make a recommendation for appropriation of additional funds, if necessary.

There is no impact to the General Fund.

Background:

Extensive public outreach has been conducted with residents who live near Hiddleson Park. In 2019, staff conducted public outreach events as part of the process to apply for grant funding to make improvements at Hiddleson Park (the grants ultimately were not awarded). During the summer of 2023, additional outreach meetings were held to discuss park improvements. At that time, a dog park was proposed for the area where the pool had previously been located. However, this concept was not favorably received by those in attendance.

Following that public meeting, other meetings were held with a smaller group of nearby residents. As a result of these meetings (in 2023 and 2024), a multi-phase improvement plan was developed which includes the park improvements outlined in this council report.

The existing overhead PG&E and AT&T lines adjacent to the existing asphalt drive off Elm Street are an eyesore that bisects the park, creating an image that detracts from the aesthetic desired for the park. With this first phase of development, the overhead lines will be undergrounded in a new joint trench. Additionally, the proposed phase 1 improvements include a new bathroom located west of the existing playground, replacement of the degraded asphalt drive off Elm Street with a new 12-foot-wide concrete drive, a concrete sidewalk to connect Elm Street to College Street through the park, and new lighting for the sidewalk. Future phases of redevelopment are anticipated to include the reuse of the former pool area as a natural play area and bocce ball courts, as well as replacement of the existing play structure. These proposed improvements will be revisited when funding becomes available to proceed with the additional project phases.

Discussion:

Staff employed alternative procedures as allowed by the City’s purchasing policy to select Laugenour & Meikle to provide engineering consulting services for the project. The plans and specs are now complete and ready to be advertised for bids. Staff has also engaged with PG&E and AT&T regarding relocation of their aerial infrastructure into a common trench to clear the park of the overhead lines. PG&E has approved the project through their Rule 20C program, which requires PG&E’s expenses to be paid by the applicant requesting the undergrounding. As such, PG&E has prepared a Rule 20C contract to perform the engineering, tie-in, inspection, and removal of existing wire and poles at a designated fee of \$208,808.62. Both PG&E and AT&T have provided their plans to allow the City’s contractor to proceed with construction of the new joint trench. PG&E and AT&T will install their wires within the new conduits constructed by the City’s contractor. This is a more cost-effective approach than having the utility companies dig the trench, lay, and backfill the 300 foot joint trench.

In addition to PG&E’s Rule 20C undergrounding contract to relocate the existing overhead lines, they have requested a 10-foot-wide easement over the City’s property to grant them the right to excavate for, construct, reconstruct, install, replace, remove, maintain, inspect, and use their underground

lines. This is a common practice for utilities that run through private properties. As such, PG&E has drafted an easement deed and requested its execution prior to proceeding with the work required to underground the PG&E lines. The City will not be allowed to construct any building or structure within the proposed easement, but seeing as the City has no plans to construct a structure in the easement area, staff sees no issues with granting this request, which is a common provision of most easements.

For the purchasing of the manufactured restroom building, staff proposes executing a contract with Public Restroom Company in the amount not to exceed \$372,385 through a cooperative purchasing agreement with Sourcewell Contract #052725-PRM. Additionally, the Department has determined that the cooperative purchasing agreement satisfies the requirement of the City's Purchasing Ordinance (Municipal Code section 3.32.140c). Cooperative purchasing is "Procurement conducted by, or on behalf of, one or more Public Procurement Units" as defined by the American Bar Association Model Procurement Code for State and Local Governments. After council action on this item, Staff will work with the City Attorney on a contract to be executed by the City Manager to purchase the manufactured restroom building.

Construction of the phase 1 improvements is anticipated to begin in June. PG&E and AT&T will complete the relocation of the overhead lines once the new joint trench has been constructed, inspected, and approved for use by the utility companies (this overall process could take about 4–5 months). Procurement of the bathroom building is on a longer timeline, with current estimates from the manufacturer indicating that it will take up to 12 months to deliver the new bathroom to the site.

Conclusion:

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

1. Approve the project plans & specifications and authorize bid advertisement for the Hiddleson Park Phase 1 Improvement Project, CIP 25-10,
2. Approve the reallocation of \$280,000 of Measure F Funds from the Community Services Department's FY26 appropriated budget to the Hiddleson Park Phase 1 Improvement Project, CIP 25-10,
3. Authorize the City Manager to execute a contract with Public Restroom Company in the amount not to exceed \$372,385 through a cooperative purchasing agreement with Sourcewell Contract #052725-PRM and affirming the City Manager's determination that the City's public bidding requirement for the restroom building has been satisfied by another government agency's competitive bid procedure and the City's price is equal to the price negotiated by that government agency for purchasing manufactured restroom buildings,
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5. Approve an easement deed to PG&E to grant them maintenance and access rights to their facilities through Hiddleson Park.

Prepared by: Miguel Chavez, Sr. Construction Project Manager, Community Development Dept.
Jenna Moncrief, Management Analyst, Community Services Dept.

Reviewed by: Christine Ferrara, Community Services Director



Ken Hiatt
City Manager

Attachments:

1. Exhibit_Ph1_Scope of Work
2. Public Restroom Co. Proposal
3. PG&E Rule 20C Contract_2026.03.06
4. PG&E Easement Deed
5. Proposed Resolution - Hiddleson Park Improvement Phase 1



**CITY OF WOODLAND
HIDDLESON PARK REDEVELOPMENT
PHASE 1 SCOPE OF WORK**

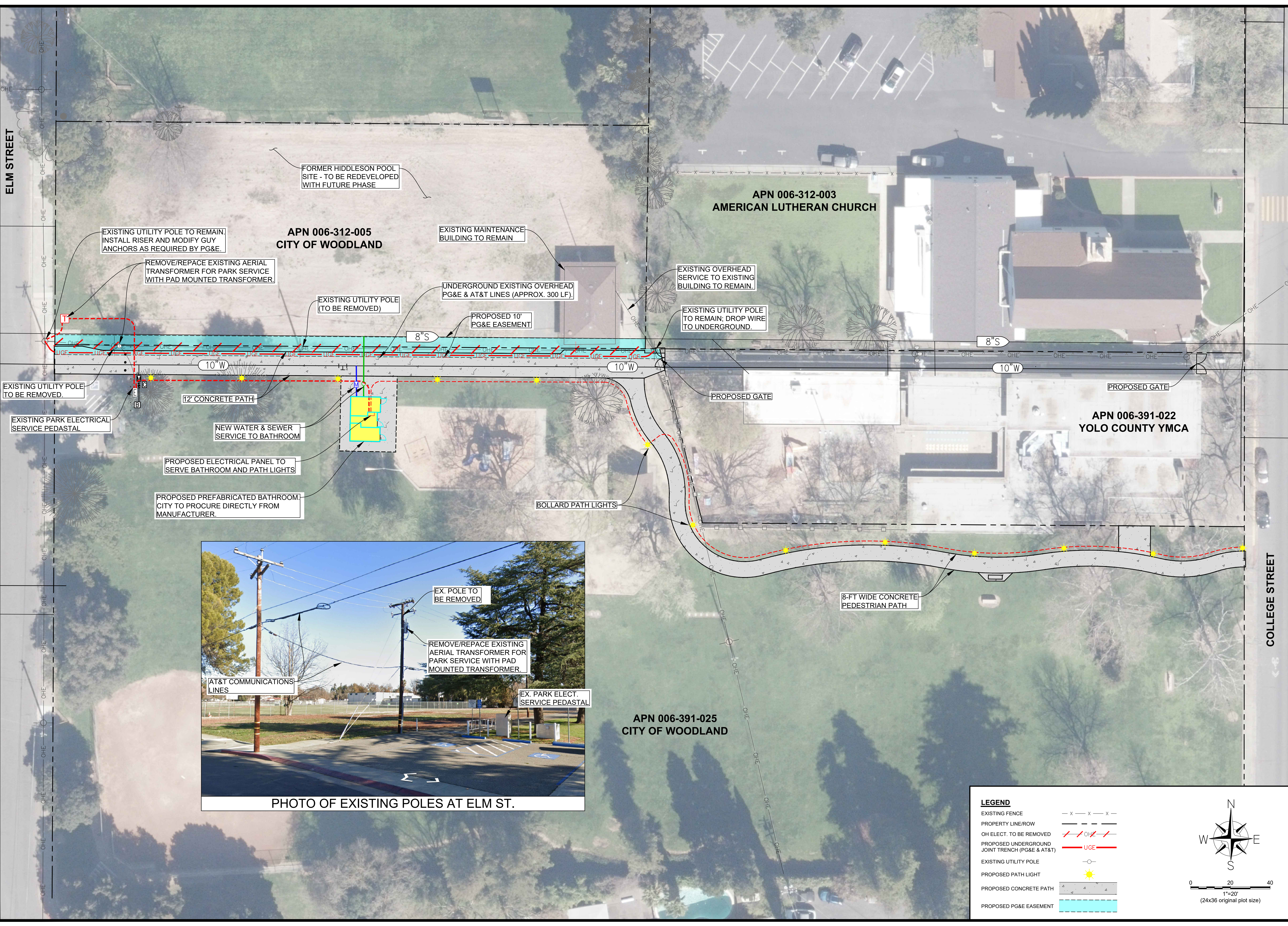
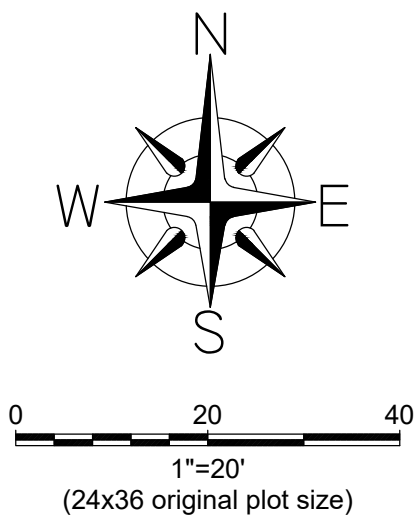


PHOTO OF EXISTING POLES AT ELM ST.

LEGEND

EXISTING FENCE	- x - x - x -
PROPERTY LINE/ROW	---
OH ELECT. TO BE REMOVED	---/---/---
PROPOSED UNDERGROUND JOINT TRENCH (PG&E & AT&T)	--- UGE ---
EXISTING UTILITY POLE	○
PROPOSED PATH LIGHT	☀
PROPOSED CONCRETE PATH	▒
PROPOSED PG&E EASEMENT	▒



Revisions:

No.	Date:	Description:

Designed by:
Drawn by:
Drawing Title:

SITE PLAN

Date: 2/9/2026
Sheet Number:

SP1

Price Proposal: Grace Hiddleson Park
Owner: City of Woodland, CA
Date: February 6, 2026
Reference: 13110
Sourcewell: Contract # 052725-PRM

Our Offer to Sell:

1. Prefabricated Building delivered to site and offset @ \$ 337,147

Public Restroom Company (PRC) herein bids to furnish (building only per plans and specifications, delivered to site with all costs except installation including applicable taxes excluding retention. (Retention is not allowed as this is materials or a product fully assembled before shipment to the site and therefore not subject to retention.)

2. Installation: Turnkey Installation of the Building above @ \$ 35,238 with retention allowed.

Public Restroom Company also includes in this two-part quotation our turnkey installation package for this building. Our national factory authorized installation team will:

- a. Arrive onsite to confirm and verify the Owner/General Contractor provided scope of work in preparation for installation including access to the site.
- b. Verify the building pad size, building corners, finished slab elevation, utility depth and location, meter size and distance from building, and compaction compliance.
- c. Excavate the utility trenches for placement of our prefabricated underground piping tree for the buildings plumbing and electrical, set the kit in place, provide the water test for inspection before backfilling, and then place the site adjacent coarse sand that Owner/Contractor provided alongside the building pad and screed it level for final building placement. PRC will need onsite water availability for wetting the sand bed before building placement to consolidate the pad.
- d. Set the building on the site pad.
- e. Connect the utility piping stub ups to the building piping stub down building points of connection for water, sewer, and electrical conduit to the building internal electrical panel.

3. Owner/General Contractor Final Tie In of Utilities and other site work:

- a. The Owner/Contractor is responsible for making all **final plumbing connections** at the POC location approximately 4'-6' outside of the building footprint.
- b. The Owner/Contractor is responsible for pulling wire and completing all final tie-ins to the electrical panel from the POC location approximately 4'-6' outside of the building footprint.
- c. The Owner/Contractor is responsible for preparing the pad/foundation. PRC will trench through provided pad/foundation to the POC locations provided by the GC between 4'-6' outside of the building footprint.

4. Total Cost of Building and Installation @ \$ 372,385

OWNER/GENERAL CONTRACTOR SCOPE OF WORK WITH/WITHOUT FOOTINGS:

Scope of Work Background:

Owner/General Contractor shall survey the site, establish survey for the building pad and prefabricated building slab elevation and front corners, excavate for building footings (if required), locate footing sleeves for electrical, waste, and water, pour the footings (if required), furnish sand base adjacent to subgrade pad, and provide location for utility POC's nominally 4'-6' outside the building's subgrade.

Preparation of Building Pad:

Owner/General Contractor is responsible for providing the building subgrade pad or when required footings to frost depth. Determination of subgrade type is outside of Public Restroom Company's scope. Pad/Footing specifications are to be provided by the Owner/General Contractor based on site-specific requirements as determined by AHJ and local soil conditions. Final subgrade design must meet or exceed the minimum design criteria provided for reference by Public Restroom Company.

Subgrade Pad/Foundation Requirements:

1. Owner/General Contractor shall survey the building site and provide a finished slab elevation for the prefabricated building. The building pad size required is larger than the final actual building footprint. Provide building front corner stakes with 10' offsets.
2. Excavate the existing site to the depth of the required footings to local code if required.
3. Furnish coarse concrete sand adjacent to subgrade pad so PRC can cut the utility trenches, install underground utilities, and screed sand.
4. If determined that under slab vapor barrier and or insulation is required, Owner/General Contractor shall provide materials and installation.

Owner/General Contractor verification of site access to allow Building Delivery:

1. You certify to PRC that suitable delivery access to the proposed building site is available. Suitable access is defined as 14' minimum width, 16' minimum height, and sufficient turning radius for a crane and 70' tractor-trailer.
2. PRC cost is based upon the provided crane being able to get within 35' of the building's center and for the delivery truck to be no more than 35' from the crane center picking point.
3. If the path to the building site traverses curbs, underground utilities, landscaping, sidewalks, or other obstacles that could be damaged, it is the Owner/General Contractor's responsibility for repair and all costs, if damage occurs.
4. If trench plating is required, it shall be the cost responsibility of the Owner/General Contractor.
5. If unseen obstacles are present when site installation begins, it is the Owner/General Contractor responsibility to properly mark them and verbally notify PRC before installation.
6. If weather becomes an issue for safety or site installation delays due to weather, Owner/General Contractor or PRC with General Contractor's confirmation may call-off set. If building set is stopped, relocation of the building modules to an onsite or offsite location may incur additional costs to Owner/General Contractor.

Installation Notice and Site Availability:

PRC will provide sufficient notice of delivery of the prefabricated building. The Owner/General Contractor shall make the site available during the delivery period. During the delivery period, on an improved site, Owner should stop site watering several days before delivery to minimize the impact on the soils for the heavy equipment needed for installation.

Caution: *If site is not ready for our field crew to perform their installation and if no notice of delay in readiness from Owner/General Contractor is received, PRC will provide a change order for re-mobilization on a daily basis until the site is ready for us. Ready means that the site pad is completed, the corner required survey stakes are in place, the slab elevation stakes are in place, the location of the front of the building is confirmed on site, and access to the site is available from an improved roadway. Owner/General Contractor shall sign the change order before PRC will continue delivery.*

Public Restroom Company will turnkey set the buildings including the hook up of utilities inside the building (only) when they are available. PRC will use its own factory trained staff for the installation.

Utility Connections:

1. PRC to complete all internal building plumbing connections and connections from the electrical panel to building's fixtures. The Owner/ Contractor is responsible for making the **final plumbing connections** at the POC location approximately 4'-6' outside of the building footprint.
2. The Owner/Contractor is responsible for pulling the wire and completing the final tie-in to the electrical panel from the POC location approximately 4'-6' outside of the building footprint.
3. The Owner/Contractor is responsible for commissioning the building once final utility connections are made. This includes flushing & testing all water service lines before final startup.

Special Conditions, Permits, and Inspection Fees:

Follow any published specifications governing local building procedures for applicable building permit fees, health department fees, all inspection fees, site concrete testing fees, and compaction tests, if required by Owner. PRC is responsible for all required State inspections and final State insignia certification of the building, if applicable.

Jurisdiction for Off-site Work:

Jurisdiction, for permitting and inspection of this building shall be either the State agency who manages prefabricated building compliance in the state or the local CBO (when the State does not provide certification.) If the responsibility for building inspection is the local CBO, PRC will provide a certified plan set, calculations, and a third-party engineer inspection report for any and all closed work the local official cannot see.

PUBLIC RESTROOM COMPANY SCOPE OF WORK:

Our In Plant/Off-Site Construction Scheduling System:

PRC has several off-site manufacturing centers in the United States, strategically located, with the proper equipment and trained staff to fabricate our custom buildings to our high-quality fit and finish standards. PRC manages quality control in our off-site production facility to comply with the approved drawings and provides an inspection certification and photos as required. When PRC proprietary designed and fabricated material are part of the project, PRC supplies the manufacturing centers with these proprietary components. The in-plant construction process is then scheduled to coordinate with your delivery date through our Operations Division field staff. PRC guarantees on time, at cost delivery weather permitting.

Special Payment and Progress Billing Terms:

Invoicing begins on the 30th of the month following an order and/or the acceptance of the proposal/contract. The first progress billing invoice will be issued for the commencement of design and engineering of architectural plans. This will be 10% of the contracted amount. Once construction begins invoicing will commence monthly based on plant percentage of completion, supported by photographs.

In the event of project stoppage, additional fees may be assessed for re-mobilization, storage, crane costs, etc. ***Our discounted project costs are based upon timely payments. Delays in payment could change delivery schedules and project costs.***

Specification Confirmation and Change Policy:

The Public Restroom Company's pricing and schedule are based on the specifications, drawings, and performance criteria reviewed and approved at the time of contract execution. Once final specifications are confirmed and approved by the Owner or General Contractor, they are considered frozen for fabrication and procurement purposes. Any modification to materials, finishes, fixtures, equipment, or performance standards requested after contract execution including revisions to approved submittals, specification sections, or performance requirements shall constitute a Change in Scope. Such changes will require a written Change Order and may result in adjustments to contract price, lead time, and delivery schedule.

The Public Restroom Company will not proceed with any change to approved specifications without written authorization from the contracting agency. Any delay in providing written authorization shall extend the delivery schedule accordingly.

Revisions to City/Owner Specifications Post-Contract:

If, after award, the Owner or its representatives issue revised specification sections, alternates, or addenda that alter PRC's approved design, the cost of compliance shall be borne by the Owner through an approved Change Order.

PRC shall have no obligation to incorporate such revisions unless mutually agreed in writing.

Delivery and Installation:

Site Inspection:

PRC staff, upon site arrival, will verify the required dimensions of the building pad and the corner locations/elevation. PRC will also verify the delivery path from an accessible road or street and install the underground utilities to the point of connection nominally 6' from the exterior of the building.

Installation:

PRC will install the building turnkey, except for any exclusion (listed under "Exclusions," herein.)

Installation of Utilities under the Prefabricated Building:

Off-site, PRC fabricates underground utilities (water, and DWV piping and fittings) preassembled plumbing and electrical tree. Our site staff will set the underground tree into code depth excavated trenches and our staff will install the coarse concrete sand to bed the piping per our submitted drawing.

PRC provides all the building's under-slab piping including the driven electrical ground rod. The Owner/General Contractor brings utility services to between 4'-6' outside of the building footprint and are responsible for final connections at that point.

Connection of Utilities Post Building Placement:

After placement of the building on the pad by PRC, our field staff will tie in the water and sewer connection "inside" the building only and terminate at a point of connection (POC) outside the building clearly marked for each utility service. The Owner/General Contractor is responsible for final utility point of service connections at the nominal 4'-6' from building locations.

Electrical:

PRC provides the electrical conduit to the POC 4'-6' from the building. The Owner/General Contractor pulls the wire and ties it off on the electrical panel.

Plumbing:

PRC provides the POC between 4'- 6' from the building footprint and the Owner/General Contractor connects the water to our stub out location.

Sewer:

Some sites depending on the local jurisdiction will require an outside house trap which Owner/General Contractor shall install if needed. PRC will provide you with a sewer point of connection including a clean out to which Owner/General Contractor will terminate the site sewer service.

Testing of Water, Sewer, and Electrical in Plant and Final Site Utility Connection:

Before the building leaves the manufacturing center, PRC certifies a pressure water piping test, DWV, and the electrical connections for compliance with code. While the building is fully tested for leaks at the plant before shipment, road vibration may loosen some plumbing slip fittings and require tightening

once the building services (water) is completed. Owner/General Contractor is responsible for minor fitting tightening to handle small slip fitting leaks caused by transportation.

Time of Completion:

PRC estimates a 240 calendar day schedule to complete our scope of work from receipt of written notice to proceed together with signed approved architectural submittals; including final construction documents and structural calculations from all authorities required to approve them.

Exclusions/Exceptions:

- 1. Access issues for delivery of the building by a clear unobstructed path of travel from an improved roadway to the final installation pad or foundation may cause site delays and extra cost at each site. This exclusion covers sites whose access is limited by trees, inaccessible roadways, overhead power lines at location where crane will lift building, grade changes disallowing our delivery trailers with only 4" of clearance to grade, berms, or uneven site grades, or when the path of travel is over improvements such as sidewalks, all of which are not within the scope of work by PRC. On some sites without on-site storage availability for buildings that cannot be set, relocation to a proximal crane yard and later relocated to the site for installation, will incur additional fees at rates that vary depending on local rates. PRC will provide written costs for this additional work by change order.**
- 2. If weather on site causes site delivery issues, the delivery may have to be diverted to an off-site location and the additional costs will be a change order to the bid. Our staff works with the Owner/General Contractor in advance to make sure sound decisions for delivery are made to avoid this issue. But sometimes Owner/General Contractor take risks for weather, but this risk is clearly at the Owner/General Contractor risk, not PRC.**
- 3. Sidewalks outside the building footprint.**
- 4. Trench plates or matting needed for protection of site soils, sidewalks, hardscaping, or site utilities shall be the responsibility of the Owner/General Contractor. Any site soils damage or other site improvements if damaged during installation shall be the responsibility of the Owner/General Contractor.**
- 5. Not responsible for removing any soil, sand, or other debris as a result of trenching or installation.**
- 6. Survey, location of building corners, finish floor elevation, excavation, and construction of subgrade building pad and footings (if required) per PRC plans.**
- 7. Soil conditions not suitable for bearing a minimum of 1500 PSF with compaction to 90% maximum dry density shall require Owner/General Contractor correction before building placement. If no soils testing report is available before bid, Owner/General Contractor must verify site supporting soils at a minimum of 1500 PSF because that is the least we can place our structures on or Owner/General Contractor or engineer of record must design a foundation system to meet the imposed loads of site placement.**
- 8. Improper water pressure, an undersized meter, or improper water volume flow to the building may necessitate a change order for installation of a building internal diaphragm tank to provide the minimum flow rate and static pressure of up to 60 PSI and a minimum**

- of 40 PSI to properly flush the fixtures. Building water service chlorination, post installation, shall be by Owner/General Contractor.
9. Our bid included crane costs are based on a maximum 35' radius from the center pin of the crane (10' back from the rear of the crane) to the building center point of the furthest building module roof. If additional distance requires a larger crane, additional costs will be assessed by change order to the Owner/General Contractor.
 10. Bonds, building permits, a site survey, special inspection fees, minor trash removal (nominally one pickup truck of shipping materials), final utility connections to the on-site water, sewer and electrical are by the Owner/General Contractor. Since the building is fully inspected and tested in plant, minor plumbing leaks (if water is not available when building site work installation is completed) is by the Owner/ General Contractor.
 11. Site Traffic Control, if applicable, shall be by Owner/ General Contractor, not PRC.
 12. Any equipment installation, site work or special inspections other than described within this proposal, shall be by Owner/General Contractor.
 13. Backflow certification if applicable by Owner/ General Contractor.
 14. Any Fire Suppression Systems by others, not by PRC.
 15. Any future transformers, related shut offs, and disconnects for electrical is by others, not by PRC.
 16. If determined that under slab vapor barrier and or insulation is required, Owner/General Contractor shall provide materials and installation.
 17. If required any gutter and downspout materials and installation will be procured and installed by others.
 18. Any required Christy boxes, pull boxes, or below-grade electrical or plumbing junction enclosures are to be *provided and installed by the General Contractor* or their respective trade subcontractor. PRC's electrical and plumbing connections will terminate at points of connection (POC) *within 6 feet of the building*, above finished grade, and in accordance with approved shop drawings.
 19. In the event the local jurisdiction requires a licensed plumber to perform any portion of PRC's scope of work, such services shall be excluded from this proposal. A qualified, licensed plumber shall be assigned and contracted by the General Contractor or Owner. Any costs associated with providing a licensed plumber shall be added to PRC's contract amount only through a written, mutually executed Change Order.

Insurance and Prevailing Wage Certification:

PRC shall comply with the required insurance requirements, wage reports, and safety requirements for the project, including OSHA regulations.

Special Insurance to Protect the Building Before Acceptance:

As PRC requires payment for each month of off-site construction, and since the building is not on owner property where their insurance will cover the building, PRC maintains a special policy that insures the property even when paid for off-site until the building is finally accepted by the owner. This special policy protects the Owner's custom ordered materials to be used in the fabrication of the building during this period. PRC provides this Stock Throughput Policy to cover the building materials from

supplier to manufacturer, while it is being built off-site, while in transit to the job site, during and after it is installed on-site until final acceptance. This special policy has a \$1,000,000 coverage limit. This exceeds the cost of any single building offered for sale herein.

Errors and Omissions Insurance:

Our firm employs licensed architects, engineers, and drafting staff to provide design of our buildings. Since these buildings are required to meet accessibility standards and building codes on site, and since PRC is the designer, PRC carries Errors and Omissions Insurance (E & O) to protect our clients from any errors. The policy covers a limit of up to \$2,000,000 per occurrence and is more clearly explained in the insurance certificates provided after receipt of a purchase order.

WARRANTY:

All work performed by PUBLIC RESTROOM COMPANY (called "Company") shall be warranted to the Owner to be of good quality, free of faults and defects in material, workmanship, and title for 5 years from last date of installation if building is installed by Company or 1 year if building is installed by Owner or Owner's agent without on-site supervision by Company. Company warranty on building shell including exterior walls, concrete 8" slab/foundation, and roof system is warranted for 20 years structurally. The Company will repair or replace at their sole option any defects in work upon proper notice to the below stated address below.

Owner/General Contractor selected parts and materials that are not PRC approved will not be covered under PRC's 5 year component warranty. These selections will be covered only by any available manufacturer warranty.

Our Company extended warranties shall be Company only and shall have no effect on any required Performance, Payment, or Warranty Bonds where Surety shall assume no liability to the Company, the Owner, or any third parties should the Company fail for any reason to deliver acceptable maintenance warranties beyond the one year period. The warranty extension is solely between the owner and PRC and not the general contractor, bonding company, or architect/engineer of record.

This warranty applies only if all work performed by Company has been fully paid for, including change orders if applicable. Company has no responsibility for any neglect, abuse, or improper handling of building product.

The warranties expressed herein are exclusive, and are in lieu of all other warranties expressed or implied, including those of merchantability and fitness.

There are no warranties which extend beyond those described on the face of this Warranty. The foregoing shall constitute the full liability of the Company and be the sole remedy to the Owner.

Term of Offer to Sell and Owner/General Contractor Acceptance:

This offer is valid for acceptance within 90 days or when a part of a public bid for the applicable duration imposed within the Owner's bid documents. Acceptance is by approving our post bid preliminary notice to begin drawings subject to final Owner/General Contractor approval of our submittals and receipt of a contract or a purchase order/contract.

Special Notice of Possible Project Cost Increases as a Result of Late Payments:

In the event of delayed or late payment, PRC shall have the right to remedies including late charges, overall project total cost increases, and other damages as allowed by applicable law. The contract price quoted herein is a discounted price based upon our receipt of progress payments as invoiced on the agreed billing schedule of PRC. In the event of non-payment, PRC will provide a 5 day written notice to cure and if payment is still not received, the discounted price for the payment due may increase, to an undetermined amount, to cover work stoppage, remobilization, cancellation of materials and subsequent restocking charges, resale of the contracted building to another party, storage fees, additional crane fees, travel and per diem costs for field crews, and any other cost applicable to the project, as allowed by law. Interest if applicable to non-payment will be assessed at the maximum amount allowed by law or 18% whichever is greater.

Termination:

Upon Termination for any reason, Owner/General Contractor shall be liable for the cost of all work performed up to the date of termination. Additionally, Owner/General Contractor shall pay for off-site demolition and disposal of the partially or fully fabricated building as well as any non-returnable materials which were custom-ordered to complete fabrication in PRC's factory location. Any returned materials are subject to return and restocking fees at the Owner/General Contractor expense.

Venue for Contract Jurisdiction:

Public Restroom Company requires all contracts accepted by our firm to hold that the venue for legal jurisdiction for this contract offer and acceptance shall be Douglas County, Nevada. In the event of your default, PRC shall be entitled to the full amount due including reasonable attorney fees, costs, storage, expenses of physical recovery, and statutory interest, as allowed by law.

No modifications to this offer shall be authorized unless confirmed in writing by the President of Public Restroom Company.

Offered by: Public Restroom Company by



Charles E. Kaufman IV, President

This provides conditional acceptance of this preliminary purchase order for this building subject to acceptance of the submittals, furnished by Public Restroom Company. Once you accept the preliminary submittals, this shall become a final purchase agreement or at your discretion the final purchase order or a contract may be substituted with this attached.

Accepted by:

Authorized Signature

Date Signed

Printed Name

Legal Entity Name and Address



Customer Payment Coupon

March 06, 2026

City of Woodland
2001 East Street
WOODLAND, CA 95776

References	
Notification #	129669565
Contract #	50140948 V2
E20C-PM #	35597098
Customer #	4741512

Customer Cost Summary

1310 COLLEGE STREET, WOODLAND

Amounts Due	Total Due
Rule 20C Non-Refundable Payment	\$208,808.62
Minus the following credit	
Advance Credit	(\$5,000.00)
	\$203,808.62

Important Payment Information

To complete your contract ONLINE

- Follow the instructions provided with your electronic contract
- Submit payment at <https://www.pge.com/contractpayments>

To complete your contract BY MAIL

- Please make check payable to: **PG&E** or **Pacific Gas and Electric**
- Complete, sign and return the enclosed agreement(s), the SACAC form and the customer payment coupon with your payment
- **Remit payment and SACAC form to:**
PG&E CFM/PPC Department
PO BOX 997340
Sacramento, CA 95899-7340

IMPORTANT MESSAGE

Please review the enclosed information and total due. This document needs to be returned with the enclosed agreements.

If you complete your contract ONLINE, a copy will be saved to your Customer Connections Online (CCO) account at pge.com/cco.

To learn more about PG&E's gas and electric safety initiatives and resources please visit pge.com/safety.

**Have Questions?
Please Call 1-800-422-0436**



129669565



**® Pacific Gas and Electric Company
Agreement to Perform
Tariff Schedule Related Work**

March 06, 2026

DISTRIBUTION:

- Applicant (Original)
- Division (Original)
- ACCTG. SVCS.

REFERENCES:

Notification # 129669565
Contract # 50140948 V2
R20-PM # 35597098

City of Woodland, A GOVERNMENT AGENCY (Applicant) has requested PACIFIC GAS AND ELECTRIC COMPANY, a California corporation (PG&E), to perform the tariff schedule related work as located and described in paragraph 3 herein. PG&E agrees to perform the requested work and furnish all necessary labor, equipment, materials and related facilities required therefore, subject to the following conditions:

1. Whenever part or all of the requested work is to be furnished or performed upon property other than that of Applicant, Applicant shall first procure from such owners all necessary rights-of-way and/or permits in a form satisfactory to PG&E and without cost to it.
2. Applicant shall indemnify and hold harmless PG&E, its officers, agents and employees, against all loss, damage, expense and liability resulting from injury to or death of any person, including but not limited to, employees of PG&E, Applicant or any third party, or for the loss, destruction or damage to property, including, but not limited to property of PG&E, Applicant or any third party, arising out of or in any way connected with the performance of this agreement, however caused, except to the extent caused by the active negligence or willful misconduct of PG&E, its officers, agents and employees. Applicant will, on PG&E's request, defend any suit asserting a claim covered by this indemnity. Applicant will pay all costs that may be incurred by PG&E in enforcing this indemnity, including reasonable attorneys' fees.
3. The location and requested work are described as follows: (Describe in detail the materials and facilities to be furnished and/or work to be performed by PG&E. If more space is required, use other side and attach any necessary drawings as Exhibits A, B, C, etc):

LOCATION: 1310 COLLEGE STREET, WOODLAND

DESCRIPTION OF WORK: Rule 20C - Underground existing overhead electric facilities

Engineering & Administrative Costs		<u>\$48,075.61</u>
Including Applicant Design Value of	<u>\$0.00</u>	
Cost of Additional Applicant Design Plan Checks	(+)	<u>\$0.00</u>
Value of 20C Underground System	(+)	<u>\$43,719.07</u>
Tie-In of 20C by PG&E	(+)	<u>\$49,864.57</u>
PG&E Land Rights Costs	(+)	<u>\$14,835.35</u>
Inspection Fees	(+)	<u>\$2,662.64</u>
Value of 20C Trench & Excavation	(+)	<u>\$17,166.70</u>
Value of 20C Conduits & Substructures	(+)	<u>\$23,394.23</u>
Rule 20C Trench Permits Obtained by PG&E	(+)	<u>\$550.00</u>
less Salvage & Depreciation for Overhead Facilities	(-)	<u>\$3,651.49</u>
SUB TOTAL	(=)	<u>\$190,093.29</u>
Including Net Joint Pole Credit Value of	<u>(\$6,523.38)</u>	
plus ITCC @ 24%	(+)	<u>\$45,622.39</u>
plus Cost to Remove Overhead Line by PG&E		<u>\$13,505.39</u>
Value of 20C Trench, Excavation & Conduit for Others (no ITCC)	(+)	<u>\$0.00</u>
SUB TOTAL	(=)	<u>\$249,221.08</u>
less 20C Underground System Installed by Applicant	(-)	<u>\$350.97</u>
less 20C Trench & Excavation Provided by Applicant	(-)	<u>\$17,166.70</u>
less 20C Conduits & Substructures Installed by Applicant	(-)	<u>\$22,894.79</u>
less Value of Applicant Design Work	(-)	<u>\$0.00</u>
Electric Rule 20C Cash Payment	(=)	<u>\$208,808.62</u>



129669565

4. Applicant shall pay to PG&E, promptly upon demand by PG&E, as the complete contract price hereunder, the sum of Two hundred eight thousand eight hundred eight dollars and sixty-two cents \$208,808.62

Upon completion of requested work, ownership shall vest in: PG&E Applicant

Executed this _____ day of _____

City of Woodland, A
GOVERNMENT AGENCY
Applicant

PACIFIC GAS & ELECTRIC COMPANY

By: _____
Christine Ferrara
Print/Type/Name

By: _____ Brian Fulkerson

Title: Comm. Svcs. Director

Title: Service Planning Supervisor

Mailing Address: 2001 East Street
WOODLAND, CA 95776



129669565

Distribution Electric and Gas Easement Version 1.1 (Rev.09/25)
RECORDING REQUESTED BY AND RETURN TO:

PACIFIC GAS AND ELECTRIC COMPANY
300 Lakeside Drive, Suite 210
Oakland, CA 94612
Attn: Land Rights Library

Location: City/Uninc _____
Recording Fee \$ _____
Document Transfer Tax \$ _____

- This is a conveyance where the consideration and Value is less than \$100.00 (R&T 11911).
- Computed on Full Value of Property Conveyed, or
- Computed on Full Value Less Liens & Encumbrances Remaining at Time of Sale
- Exempt from the fee per GC 27388.1 (a) (2); This document is subject to Documentary Transfer Tax

Signature of declarant or agent determining tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)

LD#2110-02-11503

EASEMENT DEED

CITY OF WOODLAND, a municipal corporation,

("Grantor"), hereby grants to PACIFIC GAS AND ELECTRIC COMPANY, a California corporation ("Grantee"), the right from time to time to excavate for, construct, reconstruct, install, replace (of initial or any other size), remove, maintain, inspect and use facilities of the type hereinafter specified, together with a right of way therefor, within the easement area set forth below, and also ingress thereto and egress therefrom, over and across the lands of Grantor situated in the City of Woodland, County of Yolo, State of California, described as follows:

(APN 006-312-005, 006-391-025)

The two parcels of land one described in the deed from Woodland High School District of the County of Yolo, State of California to City of Woodland, a municipal corporation, dated May 10, 1948 and recorded in Volume 281 of Official Records at page 385, Yolo County Records, and the other described parcel in the deed from Anton Paulsen and others to City of Woodland dated March 16, 1950 and recorded in Volume 313 of Official Records at page 479, Yolo County Records.

The facilities and easement area are described as follows:

Underground duct banks, conduits, manholes, electrical conductors, wires, cables, junction boxes, enclosures, appurtenances, and associated equipment, as Grantee deems necessary, for the distribution of electric energy and for communication purposes, all to be located within the strips of land outlined by heavy dashed lines shown upon Grantee's Drawing No. L-10-02-32 attached hereto and made a part hereof.

Grantor further grants to Grantee the right, from time to time, to trim or to cut down, without Grantee paying compensation, any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor also grants to Grantee the right to use such portion of said lands contiguous to said easement area as may be reasonably necessary in connection with the excavation, construction, reconstruction, replacement, removal, maintenance and inspection of said facilities.

Grantor hereby covenants and agrees not to place or construct, nor allow a third party to place or construct, any building or other structure, or store flammable substances, or drill or operate any well, or construct any reservoir or other obstruction within said easement area, or diminish or substantially add to the ground level within said easement area, or construct any fences that will interfere with the maintenance and operation of said facilities.

Grantor further grants to Grantee the right to apportion to another public utility (as defined in Section 216 of the California Public Utilities Code) the right to construct, reconstruct, replace, remove, maintain, inspect, and use the communications facilities within said easement area including ingress thereto and egress therefrom.

The legal description herein, or the map attached hereto, defining the location of this utility easement, was prepared by Grantee pursuant to Section 8730(c) of the Business and Professions Code.

This document may be executed in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

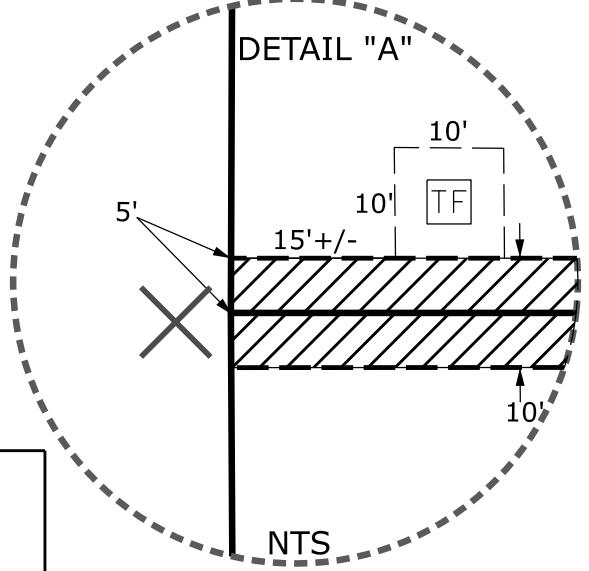
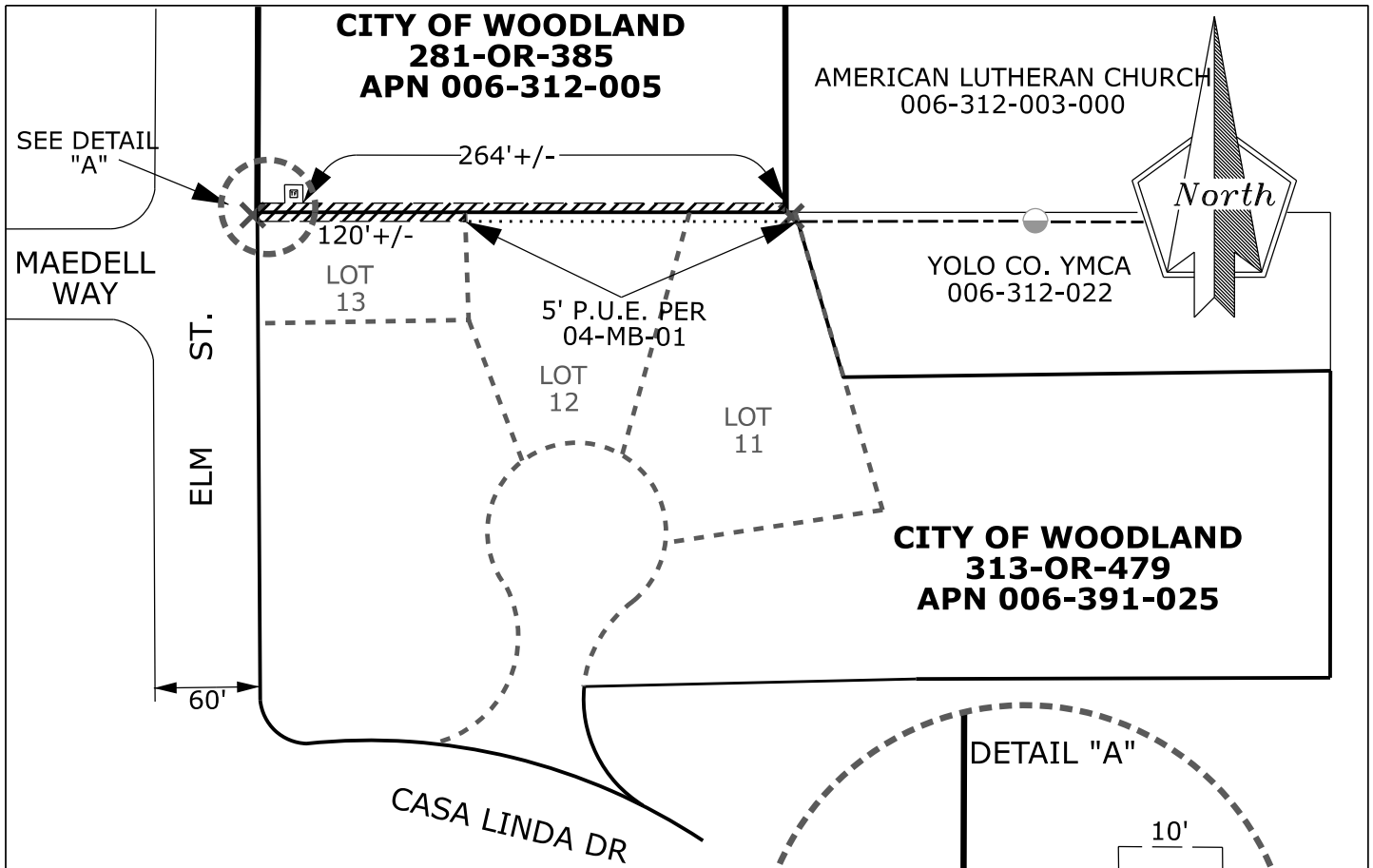
The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated: _____, _____.

City of Woodland, a municipal corporation,

By _____
Name
Title

I hereby certify that a resolution was adopted on the ____ day of _____, 20____, by the _____ authorizing the foregoing grant of easement. By _____



LEGEND

	SUBJECT PARCEL
	LOCATION OF FACILITIES 10' WIDE PG&E STRIP EASEMENT AREA
	EXISTING PG&E POLE LINE (LD 2110-02-0302)
	NEW POLE
	TRANSFORMER

UNLESS OTHERWISE SHOWN ALL COURSES EXTEND TO OR ALONG ALL BOUNDARIES OR LINES

Applicant: CITY OF WOODLAND				SCALE 1"=100'	DATE 02/05/26
SECTION SE 1/4 SW 1/4 32	TOWNSHIP 10N	RANGE 02E	MERIDIAN M.D.M.	COUNTY OF: YOLO	CITY OF: WOODLAND
PLAT MAP J17, J1719 REFERENCES 2110-02-0302				F.B.: N/A	DR.BY: J152 CH.BY: LEPH
PG&E		SACRAMENTO DIVISION	35597098 AUTHORIZ	L-10-02-32 DRAWING NO.	

Distribution Electric and Gas Easement Version 1.1 (Rev. 09/2025)
Attach to LD: 2110-02-11503
Area, Region or Location: 6
Land Service Office: Sacramento
Line of Business: Electric Distribution (43)
Business Doc Type: Easements
MTRSQ: 21.10.02.32.32
FERC License Number: N/A
PG&E Drawing Number: L-10-02-32
Plat No.: J17, J1719
LD of Affected Documents: N/A
LD of Cross Referenced Documents: LD 2110-02-0302
Type of interest: Electric Underground Easements (4)
SBE Parcel: N/A
% Being Quitclaimed: N/A
Order or PM: 35597098
JCN: N/A
County: Yolo
Utility Notice Number: N/A
851 Approval Application No: N/A
Prepared By: J152
Checked By: LEPH
Approved By:
Revised by:

THIS PAGE MUST BE RECORDED WITH DOCUMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____)

On _____, before me, _____ Notary Public,
Insert name

personally appeared _____

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public

(Seal)

CAPACITY CLAIMED BY SIGNER

- Individual(s) signing for oneself/themselves
- Corporate Officer(s) of the above named corporation(s)
- Trustee(s) of the above named Trust(s)
- Partner(s) of the above named Partnership(s)
- Attorney(s)-in-Fact of the above named Principal(s)
- Other _____

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
APPROVING THE HIDDLESON PARK PHASE 1 IMPROVEMENT PROJECT, CIP 25-10**

WHEREAS, the Hiddleson Park Phase 1 Improvement Project, CIP #25-10, (“Project”) is identified in the current capital budget; and

WHEREAS, on May 7, 2024, City Council approved the appropriation of \$660,000 in Measure F funds for Hiddleson Park Improvement, CIP 25-10; and

WHEREAS, on March 7, 2023, City Council approved the appropriation of \$200,000 in Measure F funds for improvements to Hiddleson Park, and \$100,000 in Measure F funds for improvements to another park; and

WHEREAS, the City wishes to reallocate \$280,000 of Measure F Funds from the Community Services Department’s FY26 appropriated budget to the Project; and

WHEREAS, the City’s purchasing ordinance (Municipal Code section 3.32.140c) provides that the City Manager may approve of the waiver of competitive bidding when a determination is made that competitive bidding has already been completed by another public agency; and

WHEREAS, the City has determined that the cooperative purchasing agreement satisfies the requirements of the City’s Purchasing Ordinance (Municipal Code section 3.32.140c) in that a competitive bid procedure has been conducted by another public agency and the price to the City is equal to or better than the price to that public agency; and

WHEREAS, Public Restroom Company has a cooperative purchasing agreement through Sourcewell Contract #052725-PRM; and

WHEREAS, in addition to procuring a new public bathroom, the project will construct a new concrete driveway/pedestrian path to connect Elm Street to College Street, underground overhead PG&E and AT&T lines, provide new path lighting, and construct new utility service connections; and

WHEREAS, PG&E has approved the relocation of their facilities to underground conduit through their Rule 20C program, which requires PG&E’s expenses to be paid by the applicant (the City), and PG&E has prepared a Rule 20C contract to perform the engineering, tie-in, inspection, and removal of existing wire and poles at a designated fee of \$208,808.62; and

WHEREAS, it is a common practice for utility companies to require easements for their lines when they need to cross private property; and

WHEREAS, the City wishes to grant PG&E a 10-foot-wide easement for their facilities through Hiddleson Park; and

WHEREAS, the City Council has the authority to approve projects for bid; and

WHEREAS, the City wishes to approve the plans and specifications for the project 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 plans and specifications for the Hiddleson Park Phase 1 Improvement Project, CIP 25-10, which are available on file with the City Clerk.

SECTION 2. The City Council authorizes staff to advertise the Hiddleson Park Phase 1 Improvement Project, CIP 25-10, for bids.

SECTION 3. The City Council hereby authorizes the reallocation of \$280,000 of Measure F Funds from the Community Services Department's FY26 appropriated budget to the Hiddleson Park Improvement Project, CIP 25-10.

SECTION 4. The City Council hereby authorizes the City Manager to execute a contract with Public Restroom Company in an amount not-to-exceed \$372,385 through a cooperative purchasing agreement with Sourcewell Contract #052725-PRM. The City Attorney is hereby authorized to make clarifying and confirming changes to the Agreement.

SECTION 5. The City Council hereby affirms the City Manager's determination that the City's public bidding requirement has been satisfied by another government agency's competitive bid procedure and the City's price is equal to the price negotiated by that government agency for the purchasing of manufactured restroom buildings.

SECTION 6. The City Council hereby authorizes the City Manager to execute a Rule 20C contract with PG&E in an amount not-to-exceed \$208,808.62. The City Attorney is hereby authorized to make clarifying and confirming changes to the contract.

SECTION 7. The City Council hereby authorizes the City Manager to execute an easement deed with PG&E. The City Attorney is hereby authorized to make clarifying and confirming changes to the provisions of the Easement Deed.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Woodland at a regular City Council meeting held the 17th day of March 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Tom Stallard, Mayor

ATTEST:

APPROVED AS TO FORM:

Marissa Kersey, City Clerk

Ethan Walsh, City Attorney



TO: THE HONORABLE MAYOR AND CITY COUNCIL
AGENDA: City Council Regular Meeting
DATE: March 17, 2026
ITEM #: J.12
SUBJECT: Yolo County Animal Services Governance Presentation

Recommendation for Action: Staff recommends that the City Council:

1. Receive a presentation from Yolo County staff on joint powers agency (JPA) governance models for animal services; and
2. Direct staff to transmit the attached letter affirming the City's interest in advancing the evaluation of an operational JPA to govern the delivery of animal services in Yolo County.

Staff Contact:

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

Fiscal Impact:

There is no fiscal impact associated with this action. The City's current contract with Yolo County for animal services obligates the City to reimburse the County \$1,468,033 this fiscal year, less any licensing/fee revenues received. The County's costs for animal services have nearly tripled over the past 10 years and the inability of the City to control these increases has been the major impetus for looking into alternative governance and service delivery models. As the current contract expires at the end of this fiscal year, staff will be negotiating a one-year extension to allow time for the JPA analysis to be concluded and a new structure established.

Background:

The four cities and the County formed the Yolo Animal Services Planning Agency Joint Powers Agency (YCASPA JPA) with the goal of:

Creating a fiscally sustainable governance structure for animal services that facilitates positive outcomes for animal and human health and well-being through education, outreach, and implementation of best delivery systems and practices in animal control and sheltering, including an animal shelter that will facilitate these goals on a long-term basis.

The YCASPA recently gave direction to Yolo County staff to conduct an analysis of operational JPA models for animal services and to present findings back to the YCASPA JPA Board. The City of Woodland is represented by Council Member Lansburgh (primary) and Mayor ProTem Vega (alternate) on the YCSAPA. A summary report of this analysis has been completed and presented to both the Yolo County Board of Supervisors on February 10th, and the YCASPA Board on February 18th. A copy of the Report as well as the staff report to the Board of Supervisors are included as attachments to this item.

The YCASPA Board has requested that each of the jurisdictions review the analysis of JPA governance models prepared by the County and provide written indication of interest to advance analysis and development of a Joint Powers Agency to govern the operations of animal control and sheltering services. City staff have prepared a draft letter for Council review that states the City of Woodland's interest and further articulates certain areas of analysis to be included. Any edits

suggested by the Council during the discussion of this item will be included and transmitted to the County Administrator following the meeting.

Conclusion:

Staff recommends that the City Council:

1. Receive a presentation from Yolo County staff on joint powers agency (JPA) governance models for animal services; and
2. Direct staff to transmit the attached letter affirming the City's interest in advancing the evaluation of an operational JPA to govern the delivery of animal services in Yolo County.

Prepared by: Ken Hiatt, City Manager



Ken Hiatt
City Manager

Attachments:

1. Draft Animal Services JPA Letter of Interest
2. Yolo County Animal Services Operational Analysis Report
3. Yolo County Board of Supervisors Feb 10th Staff Report
4. Presentation Slides



CITY MANAGER'S OFFICE | 300 FIRST STREET | WOODLAND, CA 95695 | PHONE: 530-661-5800

March 17, 2026

Yolo County Public Administration
Michael Webb, Chief Administrative Officer
625 Court Street #202
Woodland, CA 95695

Dear Michael,

The City of Woodland is submitting this letter to confirm its interest in further evaluating the merits and structure of a joint powers authority (JPA) to govern the operations of animal services within Yolo County. Based on the initial analysis prepared by the County and presented to the City Council on March 17th the City finds that an animal services operational JPA model would provide the jurisdiction partners greater influence and flexibility to determine how services are delivered in their respective communities and at what cost.

Woodland has been an active partner in both the Governance JPA as well as the animal services working group and has consistently expressed concern with the escalating costs for animal services and that continuing with the status quo model is no longer acceptable. The City applauds the County's effort in helping to lead the governance JPA in evaluating alternative service delivery models and requests the following areas of further analysis be included as we proceed:

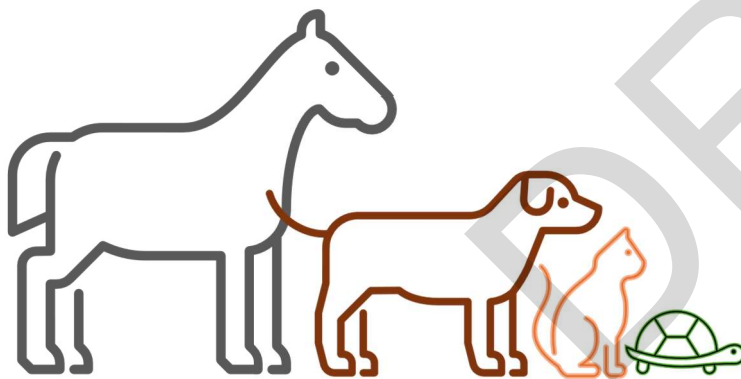
1. Re-evaluation and restructuring of the cost allocation methodology
2. Detailed budgetary breakdown of the current and projected costs for sheltering versus animal control services
3. Identification of specific services that could be provided by community-based organizations and/or UC Davis School of Veterinary Medicine to help contain costs and improve service delivery.
4. Operational structure(s) that would not require the hiring of a full-time executive director

We look forward to working with the cities and County to develop a new governance and operational model that will offer quality services while providing each jurisdiction the ability to better manage its costs. The City is prepared to actively engage and requests that we collective commit to complete this process prior to the end of this calendar year.

Please feel free to contact me should you have any questions or need additional clarification on the City of Woodland's interest in advancing toward the establishment of this JPA.

Sincerely,

Ken Hiatt
City Manager



Yolo County Animal Services Operational JPA Analysis

CITIES OF DAVIS, WEST SACRAMENTO, WINTERS, AND WOODLAND, UC DAVIS, AND THE COUNTY OF YOLO

YOLO COUNTY ADMINISTRATOR'S OFFICE

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Attachment D: FY 24/25 Animal Services Call Report	

Background

At the May 20, 2025, Yolo County Board of Supervisors meeting, County staff provided an update on the Yolo Animal Services Planning Agency Joint Powers Agency (YCASPA JPA), and reviewed examples of JPA governance models for consideration. Subsequently, the Board of Supervisors directed the County Administrator's Office (CAO) to complete an analysis of potential governance models for the YCASPA JPA.

This document will first lay out the foundation for understanding the historical formation of the YCASPA JPA followed by the legal mandates and jurisdictional responsibilities as defined by the State of California. An overview of the existing service model will be reviewed, including animal shelter statistics and an environmental scan. Finally, an analysis of existing governance models will be outlined to support the exploration of alternative potential pathways and approaches to animal services. The intent of this analysis is to provide the Board of Supervisors insight into various animal services governance models to assist deliberations in considering potential alternative models that meets public expectations, limits public costs, and maintains positive outcomes for the animals within the community.

Historical Information

LAFCo Summary

In 2012, Yolo County Local Agency Formation Commission (LAFCo) hired consultants from the Animal Protection League to complete a study of Yolo County Animal Services on behalf of the County and the cities of Davis, West Sacramento, Winters, Woodland, and the UC Davis campus, who contract with the County for animal services. This study was a review of the services provided and was aimed at determining if alternative governance models could be more cost effective. This study and its findings were presented to the County and each contracting agency in Fall 2012.

The consultants suggested the following improvements to enhance the shelter's best practices:

- Privatization of animal services through formation of a Joint Powers Authority or contracting with a humane society.
- Create a licensing unit to promote responsible pet ownership and pursue licensing compliance to generate significant revenue.
- Establish an aggressive spay/neuter program including a high-volume spay/neuter clinic.
- Hire an Outreach/Education Director to develop education opportunities and a spay/neuter awareness campaign.
- Hire a Volunteer Coordinator to develop a volunteer program and recruit, train, and supervise volunteers.

- Implement proactive strategies in the Animal Control Field Services division to effectively deploy resources and address animal-related policing issues.
- Build a new animal shelter.

The Board of Supervisors and the city councils expressed interest in continuing to study alternative organizational models that could provide quality animal services at a reduced cost, and to determine the appropriate and sustainable level of staffing and programs for animal services in Yolo County so that cost scenarios could be developed.

In 2013, LAFCo commissioned a study to determine a method of providing animal services in Yolo County. The first portion of the study, completed by UC Davis Koret Shelter Medicine Program (UCD KSMP), looked at animal services programming and staffing to determine the levels necessary to meet legal requirements and public expectations. The second portion, completed by LAFCo, provided potential models of animal services based on the recommended staffing and programming levels by UCD KSMP.

The study found the Yolo County Animal Shelter to be “inadequate, outdated and compromising the program’s ability to adequately serve the community.” Additionally, it proposed the establishment of an Animal Shelter Joint Powers Authority (JPA) as a means to provide participating jurisdictions with increased control over budget and operational decision making. A JPA typically forms so economies of scale can be achieved, which include the reduction of administrative activities, shared resources, and the cost savings that result from more efficient operations. The Study presented cost savings due to lower salary and benefit rates for private staffing, as well as expanding staffing and programming. It also stated that public agencies are “generally less able to take advantage of opportunities to generate funds,” as compared with non-profits that can potentially access grant funding and other revenue generating enterprises inaccessible to government entities.

Formation of the Yolo County Planning JPA

In the Fall of 2018, representatives of the County, cities of Davis, Woodland, Winters, and West Sacramento, and UC Davis formed the Animal Shelter Working Group (the “Working Group”), which held joint meetings to gather information on the status of the Yolo Animal Shelter and determine next steps for action. Inspired by a collective interest to control costs, the Working Group met throughout 2018 and 2019 to discuss the governance structure, with a shared interest in developing a JPA to create a governance entity that would have operational and budgetary control over animal services and authority to make improvements to shelter facilities. The Working Group participants agreed that the JPA should start as a planning agency only, and that the operational and program options should be studied first, before proceeding to consideration of facility options.

The recommendation from these meetings was for each jurisdiction's governing board to approve moving forward with the first phase of JPA development, and phase further transition points in the JPA's growth. The suggested phases of JPA development included:

1. Determine Governance Model: Outline the charge, scope and governance structure of the JPA, including powers, membership, bylaws and voting structure.
2. Develop Strategic Plan: Formation of the JPA's shared vision, mission, goals, and objectives.
3. Establish JPA Operational Model: JPA would consider operational models, staffing, and program options; allowing for updated financial projections before moving forward to consider facility options.

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

- Implementation of Joint Powers Agreement
- Creation of a Budget
- New Shelter Location and Design
- Discussion of Financing Options

On September 19, 2019, the Working Group met to discuss the governance structure. The County and four cities, in consultation with UC Davis, ultimately agreed to continue moving forward with the initial formation of a JPA that was flexible to participating agencies. For example, agencies could leave their agreements with Yolo County and choose to provide services individually on a city-by-city basis; or alternatively, agencies could elect to enter into an agreement with Yolo County for provision of animal services at a later date. This flexible model was named the Yolo Animal Services Planning Agency Joint Powers Agency (YCASPA JPA). The YCASPA JPA has a board that includes representatives from Yolo County and the cities of Davis, West Sacramento, Winters, and Woodland and remains the current governing model today.

Overview of Animal Care and Control

Legal Mandates

In California, legislative mandates require cities and counties to provide certain animal control services. The main requirements include an animal shelter for stray animals, enforcement of animal laws, rabies control and licensing, and the spaying or neutering of animals prior to adoption placement. County or city governments may have their own animal control departments to oversee compliance within their jurisdiction. These departments may choose to work collaboratively to enforce regulations and address complaints or violations.

The County currently provides animal sheltering and control to contracting jurisdictions, but it is not obligated to implement state mandates specific within cities and performs those duties on a contractual basis. Cities participating in the YCSASPA JPA have all elected to adopt and follow Yolo County’s ordinances concerning the provision of animal services.

Regardless of how animal control and services are organized within municipalities, it must be done within the legislative mandates. Below is a chart of some state and county regulations related to animal services. This is only a partial list of the most significant legal mandates and County implementing ordinances:

State Regulations	
Health and Safety §121575-121710	Obligates “[e]ach city, county, or city and county to provide” a rabies control shelter system and a rabies control program, including immunization and licensing; reporting, investigation, and isolation of animals involved in bite incidents; and public education
Health and Safety §121690	Rabies vaccination requirements and exemptions; provision of public dog vaccination and licensing
Food and Agricultural Code §30501	Identifies sections of Food & Ag Code that any county or city governing body relating to animal licensing and care may adopt, and states that counties are not required to enforce those provisions within any city
Food and Agricultural Code §31105	Requires a board of supervisors to provide for “the taking up and impounding (sheltering) of all dogs which are found running at large,” as well as euthanasia when allowed by law. Under section 30501, mentioned above, counties are not required to provide these services within cities
Food and Ag §31101-31109 & §31752	Legal holding period for stray dogs and cats and other provisions relating to seizing, impounding, and identifying stray dogs
Food and Ag §31108.3 & §31752.1	Microchip dogs and cats prior to release from shelters

Food and Ag §30503 & §31751.3	Spay and neuter of cats/dogs prior to adoption, with limited exceptions
Food and Ag §21621-31626	Seizure and care of potentially dangerous or vicious dogs, owner due process rights, and related matters
Penal Code §597-§597.1	Crimes against animals: seizure of abused and neglected animals; investigation for animal cruelty and referral for prosecution; care for injured stray animals and owner (if known) liability for costs; permitting animals to go without care

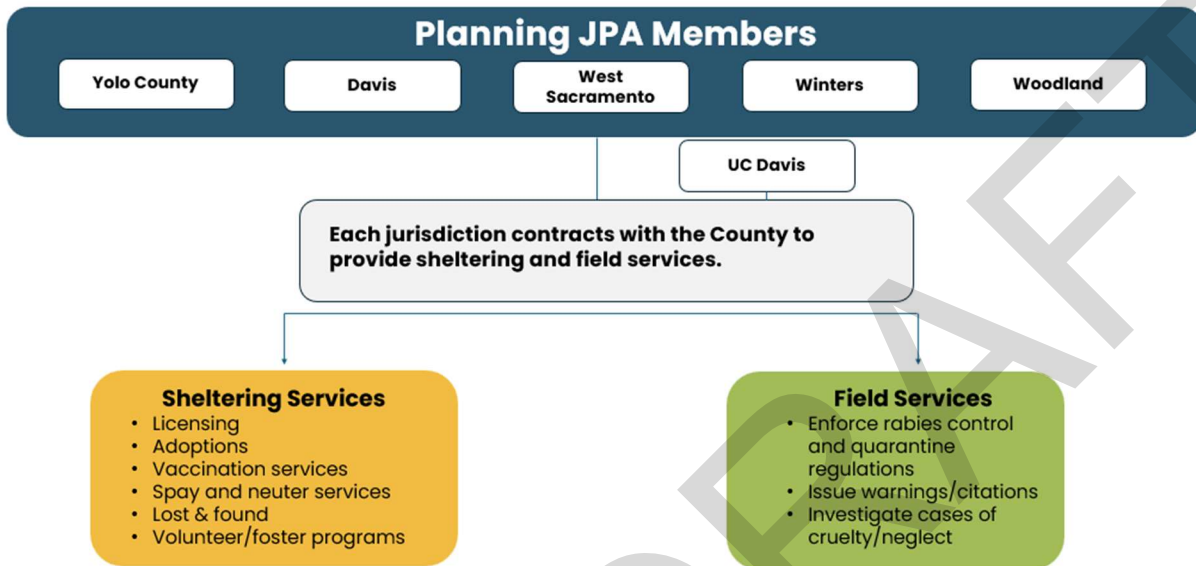
County Regulations

Section 6-1.103	Cites the Government Code, Health & Safety Code, and Food and Agricultural Code as authority for related County Code provisions
Section 6-1.202	To operate and maintain the Animal Control Center and to administer and enforce the Animal Control Center provisions
Section 6-1.202	To cooperate with the Health Officer in the administration and enforcement of the rabid and dangerous animal provisions
Section 6-1.202	To remove and dispose of the carcass of any dog found in or on any street, alley, or other public place, except State highways
Section 6-1.202	To receive applications for dog licenses, to issue dog licenses, to collect dog license fees in advance, and to enforce the dog licensing provisions
Section 6-1.401	Addresses animals running at large, leash requirements, and other matters related to care, licensing, and vaccination
Section 6-1.601	Dog licensing requirements and related fees, penalties, and procedural matters

Section 6-1.802	Redemption periods for animals at the shelter
Section 6-1.803	Animals voluntarily surrendered shall not be deemed to be impounded and need not be kept or retained for any minimum period of time
Section 6-1.804.1	Provide euthanasia services on animals whose owners request it (this is not a mandate but a service that YCAS chooses to provide)
Section 6-1.901	Every owner of a dog over four (4) months in age shall have such dog vaccinated with such canine anti-rabies vaccine and at such intervals as prescribed by the State Department of Health
Section 6-1.905	Reports related to Rabies Control
Section 6-1.1003	Vicious dog investigations

Current Animal Services Delivery Model

Current Animal Services Model



Yolo County's Animal Services (YCAS) is a division within the Department of Community Services that provides animal control and sheltering in Yolo County. YCAS serves over 216,000 residents in the cities of Woodland, Davis, West Sacramento, Winters, and the University of California Davis campus, as well as the unincorporated areas of Yolo County.

Yolo County administers the state-mandated rabies control program, which includes facilitating rabies vaccinations and managing bite reports and quarantine of dangerous animals. Yolo County collects license compliance data from all jurisdictions and submits County-wide reports to the state. The County also coordinates emergency response and animal emergency evacuation planning.

All services other than the state-mandated rabies control program are provided to Yolo County cities by the Yolo County Animal Services program on a fee-for-service contractual basis.

Sheltering services include animal sheltering, pet adoptions, lost & found, pet licensing, Trap-Neuter-Return (TNR) surgical services, low-cost vaccination clinics, and volunteer/foster opportunities. The Yolo County animal shelter is a public, open-admission shelter staffed by Yolo County employees and volunteers. Funding for the shelter includes grants for government agencies and brick-and-mortar facilities, for which the Friends of YCAS is ineligible. Field services provide the law enforcement, nuisance abatement and primary public health/rabies control aspects of an animal control and sheltering program.

Animal Control Service Agreements

Yolo County, through the Animal Services program, is contractually responsible for providing incorporated jurisdictions, the cities of West Sacramento, Davis, Winters, and Woodland and the campus of UC Davis with animal services. The services Yolo County provides to its partner cities include, for example, pick up of stray animals, rabies control, response to vicious animals, handling animal complaint reports, and other similar services. Below are links to current agreements between the County and local jurisdictions, which expire in June 2026:

- [UC Davis \\$68,721* per year](#)
- [City of West Sacramento \\$949, 029* per year](#)
- [City of Davis \\$604,576* per year](#)
- [City of Winters \\$86,068* per year](#)
- [City of Woodland \\$1,184,000* per year](#)

*less any licensing/fee revenues received during the service period

Each agreement details the services the County provides relating to animal services. Total program cost to the cities and UCD is based on the Recommended Fiscal Year Animal Services budget and is allocated between UC Davis, the cities of Davis, West Sacramento, Winters, Woodland, and Yolo County based on a three-year rolling average of 1) the number of animals housed; and 2) number of calls for service received from each jurisdiction. The number of calls of service received from each jurisdiction account for differences in contract amounts between Yolo County and its cities. For example, in FY 2024-25, the City of West Sacramento had 2,674 calls for service. In comparison, the City of Winters had 279. (See Animal Service Statistics below for more information.)

Yolo County covers the portion of costs associated with animal services provided to the unincorporated areas of the County. The total budget for animal control services for FY 2025-25 was \$5 million, with a net county cost of \$1.3 million.

YCAS and department fiscal staff meet monthly with the contracted agencies on service levels, concerns, and cost charges, which are billed quarterly. While the contracted parties do not have the authority to make budgetary, staffing, or operational decisions and these decisions remain solely with the County, Yolo County staff remains open to suggestions and ongoing discussions with its partner cities. Feedback is obtained through periodic contract and budgetary meetings with individual cities, as well as the quarterly YCAS JPA public meetings.

Animal Service Statistics

Below are the Animal Service Calls statistics for FY 2024/2025 to illustrate the service demands and cost associated with County contracted services delivered to the jurisdictions.

Calls for Service FY 24/25*	
County of Yolo	1,668
Davis	1,064
UC Davis	178
West Sacramento	2,674
Winters	279
Woodland	2,890
No Response Area	399
Total	9,161

Calls Disposition (across all jurisdictions) FY 24/25*	
Officer Follow-Up	2,235
Stray at Large	951
Stray Contained	896
General Questions	730
Deceased Wildlife Pick Up	630
Deceased Domestic Pick Up	563
Stray Injured	234
Verbal Warning	219
Bite Report	192
Wildlife Relocated/Injured	328

*For more information regarding calls received in FY 24/25, please see Attachment D: FY 24/25 Animal Services Call Report.

When considering the framework of animal services, the shelter's ability to meet the needs of every animal admitted to the shelter will need to be reviewed. Determining the shelter's ability to function at its highest potential involves assessing staffing, intakes, outcomes, and actual kennel capacity.

Below are the statistics for the Yolo County Animal Shelter in CY 2024:

Intakes	
Strays at Large	2,877
Relinquished by Owner	438
Seized	204
Other	78

Outgoing	
Adoptions	1,777
Returned to Owner	858
Returned to Field	106
Died in Care	98

Lost in Care	9
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Euthanasia	
Owner Intended Euthanasia (In)	104
Owner Intended Euthanasia (Out)	93
Shelter Euthanasia	288

Additional shelter statistics may be found here:

<https://www.yolocounty.gov/government/general-government-departments/community-services/animal-services/animal-services-stats>

Status of the Yolo County Animal Shelter

The current animal shelter facility was built in 1970 and was originally 4,828 square feet with a portion of the office used as housing. In 1974, a kennel area of 2,966 square feet was added and in 2003, a cat annex building added 2,870 square feet.

In 2014, the County contracted Jacobs Engineering Group to conduct a space utilization study for all County facilities during the development of the County's capital improvement plan and the desire to take a holistic approach to facility strategic planning and asset management to best serve the residents of Yolo County. The Jacobs Strategic Space Utilization Study determined that the current Yolo County Animal Shelter sites were inadequate for the needs of Yolo County Animal Services. As a result of the study, an exploratory committee was formed and included representation from the County, the Cities, the Yolo SPCA, and the UC Davis Koret Animal Resource Center. The exploratory committee met on April 14, 2016 and reviewed scope of work proposals from leading animal shelter architects from across the country. The local firm, Indigo Architects, in partnership with the UC Davis Koret Shelter Medicine team, conducted a needs assessment to ensure adequate medical, quarantine, adoption, and community space were identified and determined the potential cost and ongoing operating costs of a new facility.

On June 20, 2016, the County entered into a contract with Indigo Architects to prepare cost estimates for animal shelter options. Indigo Architects met with the Yolo County Animal Services Exploratory Committee to review animal intake data and future growth projections to prepare an estimation of animal housing needs at a new shelter.

Indigo Architects presented to the Yolo County Board of Supervisors conceptual designs of a 28,000 square feet shelter with costs estimated between \$15 million and \$24 million at the time. Unfortunately, due to budget constraints, funding to move forward with a new shelter has not been identified.



RENDERING OF YOLO COUNTY ANIMAL SHELTER BY INDIGO (SEE [HTTPS://WWW.INDIGOARCH.COM/YOLO-COUNTY-ANIMAL-SHELTER23](https://www.indigoarch.com/yolo-county-animal-shelter23))

In February 2024, the Yolo County Board of Supervisors approved a phased approach to address the shelter’s deferred maintenance and future space needs:

Shelter Improvements

Phase	Description	Status
1	Complete deferred maintenance, such as roof and parking lot repairs, at the animal shelter using YCAS FY 2023-24 budget savings totaling approximately \$300,000.	Near completion
2A	Remodel the former Day Reporting Center into a community spay/neuter clinic at 2780 East Gibson Rd using \$500,000 from the Animal Services Reserves account plus \$150,000 in Accumulated Capital Outlay funds.	In progress
2B	Seek partnerships, possibly with UC Davis School of Veterinary Medicine (UCD-SVM), to provide shelter medicine services in a future modular building adjacent to the 2A building.	Paused
3	Plan a long-term solution for a new animal shelter.	Not started

Existing External Partnerships for Services

Yolo County Board of Supervisors requested Department of Community Services Staff to evaluate the potential external partnerships, whether as part of a future JPA or in the current model.

Currently, the following services are provided by external partners or vendors:

- Emergency Veterinary Care (UC Davis)
- Online Pet Licensing (Docupet)
 - Requires County staff time to process rabies certificates and on-site licensing

Opportunities and considerations for outsourcing are identified below; however, the County and JPA should first consider the costs, benefits, and impact on existing systems and staffing before pursuing and committing to additional partnership opportunities.

Opportunity	Considerations
Veterinary Services	For several years, UC Davis School of Veterinary Medicine was contracted for on-site Shelter Medicine and after-hours Emergency Care. However, due to growing community needs and differences in program goals, the contract for the Shelter Medicine portion ended while use of Emergency Care continues for after-hours and holiday closures.
Fundraising Coordinator	Hiring a fundraising coordinator would be costly, but focused efforts towards fundraising could yield additional funding. Community organization(s) may also be positioned to take the lead on such efforts.
Shelter Operations	A contractor may be brought in to operate the existing shelter. The County would need to explore the costs and expectations of the contractor for full-service operation and maintenance of the shelter.
Field Operations	City code enforcement or police departments may consider providing these services internal to their jurisdiction.

Environmental Scan/Comparative Analysis

In 2023, CAO staff conducted a brief survey and analysis of Animal Services operational costs from similar and/or neighboring jurisdictions to determine if there were any notable budgetary or employment differences between the County's Animal Services program and selected peers, as seen below:

Animal Services Comparison Chart	Annual Budget (FY2023)	Population Served	Area Served (sq mi)	Per Capita Costs	Median Household Income	Governance	FTEs (Budgeted)	Service Offerings
Yolo County	\$ 3,313,935.00	216,986	1,015	\$ 15.27	\$ 78,386.00	County	19.00	Shelter and field operations, low-cost spay/neuter (suspended), volunteer program, cat foster program
Sacramento (City)	\$ 7,359,055.00	525,041	99	\$ 14.02	\$ 71,074.00	City	61.00	Shelter and field operations, low cost clinics (at capacity), volunteer program, dog/cat foster program
Sacramento (County)	\$ 20,410,142.00	630,291	866	\$ 32.38	\$ 76,422.00	County	67.00	Shelter and field operations, low cost clinics (at capacity), volunteer program, dog/cat foster program
San Luis Obispo County	\$ 4,485,152.00	283,159	3,299	\$ 15.84	\$ 82,514.00	County	21.50	Shelter and field operations, volunteer program, dog/cat foster program
El Dorado County	\$ 4,143,371.00	193,221	1,708	\$ 21.44	\$ 88,770.00	County	21.00	Shelter and field operations, dog/cat foster program
Solano County	\$ 5,054,855.00	451,716	822	\$ 11.19	\$ 89,648.00	County	29.00	Shelter and field operations for Unincorporated and Vallejo, handles all bite response/emergency calls within county limits
Santa Cruz	\$ 5,162,305.00	267,792	445	\$ 19.28	\$ 96,093.00	JPA	28.70	Shelter and field operations, spay/neuter program (suspended), volunteer program, dog/cat foster program
Lodi	\$ 665,050.00	67,021	14	\$ 9.92	\$ 70,302.00	City	3.00	Shelter and field operations, volunteer program, dog/cat foster program, low-cost spay/neuter (status unknown). Costs do not include \$1.15 million in capital expenses for shelter design costs and existing shelter repairs in FY23. FTE total is an estimate; budget documents list field officers but do not clearly delineate who handles administrative functions for shelter operations.
Rancho Cordova	\$ 795,410.00	80,413	35	\$ 9.89	\$ 77,044.00	City	3.00	Field operations only, shelter operations through Sacramento SPCA. FTEs are estimated based on budget, staffing is not defined in available documents.
Average	\$ 5,709,919.44	301,738	922	\$ 16.58	\$ 81,139.22			
Median	\$ 4,485,152.00	267,792	822	\$ 15.27	\$ 78,386.00			

In 2025, an updated comparative analysis of neighboring jurisdictions show that Yolo County's spending is in line with the median budgeted for animal services, however, a jurisdiction's organizational structure may affect per capita costs. This includes updates to Yolo County's service offerings as low-cost spay/neuter is unsuspended and YCAS offers free microchip and vaccine clinics.

2025 Comparative Analysis of Operational Costs from Similar/Neighboring Jurisdictions

Jurisdiction	Annual Budget (FY2025)	Population Served	Area Served (sq mi)	Per Capita Costs	Median Household Income	FTEs
Yolo County	\$5,032,358.00	225,251	1015	\$22.34	\$88,818.00	22
City of Sacramento	\$9,233,229.00	520,407	99	\$17.74	\$80,254.00	63
Sacramento County (unincorporated areas of Sacramento County and the Cities of Citrus Heights and Galt)	\$21,641,015.00	718,000	735	\$30.14	\$88,724.00	67
San Luis Obispo County	\$5,333,160.00	278,348	3299	\$19.16	\$90,216.00	24.5
El Dorado County	\$4,741,787.00	192,823	1708	\$24.59	\$106,190.00	18
Solano County (animal control for unincorporated Solano County and the City of Vallejo & excludes sheltering for Vallejo's impounded animals)	\$6,611,941.00	455,101	822	\$14.53	\$99,994.00	29
Santa Cruz County JPA	\$6,403,261.00	262,572	445	\$24.39	\$109,266.00	31
City of Lodi*	\$958,810.00	66,509	14	\$14.42	\$78,468.00	4
City of Rancho Cordova (does not operate a shelter)	\$914,988.00	81,117	35	\$ 11.28	\$77,044.00	3
Average	\$6,763,394.33	311,125	908	\$19.84	\$90,997.11	
Median	\$5,333,160.00	262,572	735	\$19.16	\$88,818.00	

*The City of Lodi FY 2025 budget does not include the \$4 million towards an estimated \$13 million for the replacement of the animal shelter set to open in March 2026.

Potential Models for Animal Care and Control Services

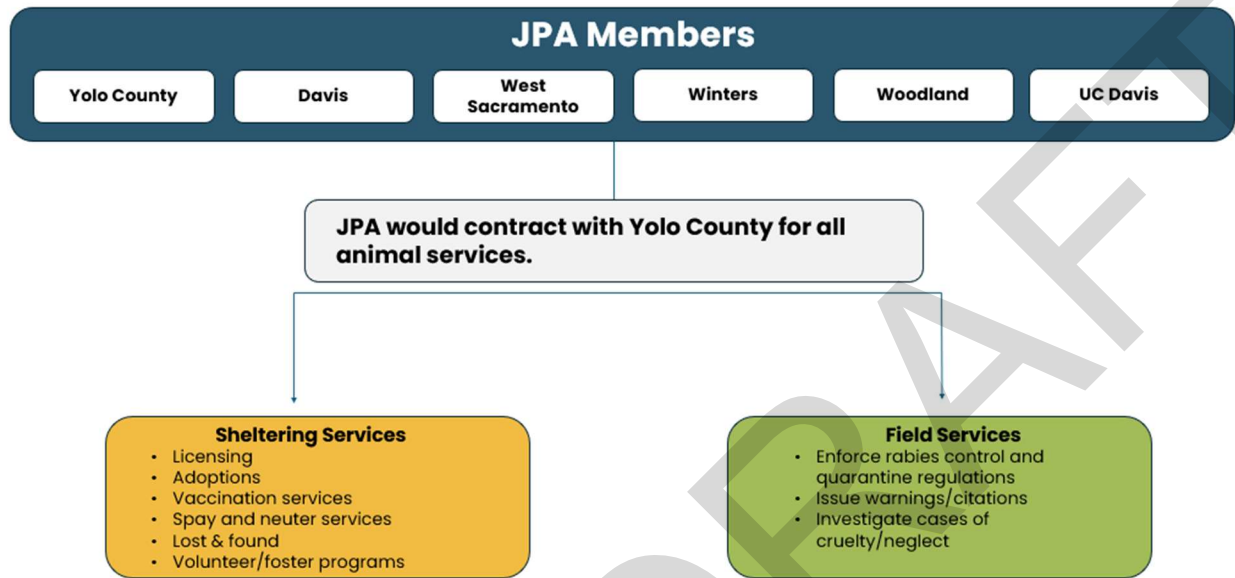
Transitioning the current Planning JPA to a different model could present opportunities to engage in shared governance in order to improve outcomes.

The benefits of an operational JPA potentially include reduced administrative overhead, streamlined services, and increased collaboration between each jurisdiction. Below is a chart of potential governance options for animal services, where the JPA board would be operational and the governing body for animal services:

JPA Models/Governance Options	Contractor(s)	Customer Services/Animal Sheltering	Field Services
Self-Sufficient JPA	None	JPA	JPA
JPA Contract with Non-Profit for Services	Non-Profit	Non-Profit	Non-Profit
JPA Contract with County for Services	Yolo County	Yolo County	Yolo County
Hybrid Model	Non-Profit & County	Non-Profit	County

JPA Contract with County

JPA Contract with County



The Planning JPA would transition to an Operational JPA and contract with the County to provide all animal services, similar to the current Yolo County Animal Services model. Contracting with the County will allow the Operational JPA to create shared governance with each participating jurisdiction having an equal vote in matters without hiring personnel for shelter and field operations. Each participating jurisdiction and the County would continue to pay a portion of the operational expenditures based on population and workforce statistics. The Operational JPA would be governed by a Board made up of either elected officials or appointed representatives, who determine the service needs, resource capacities, and potential cost-sharing mechanisms.

STANISLAUS ANIMAL SERVICES AGENCY (SASA)

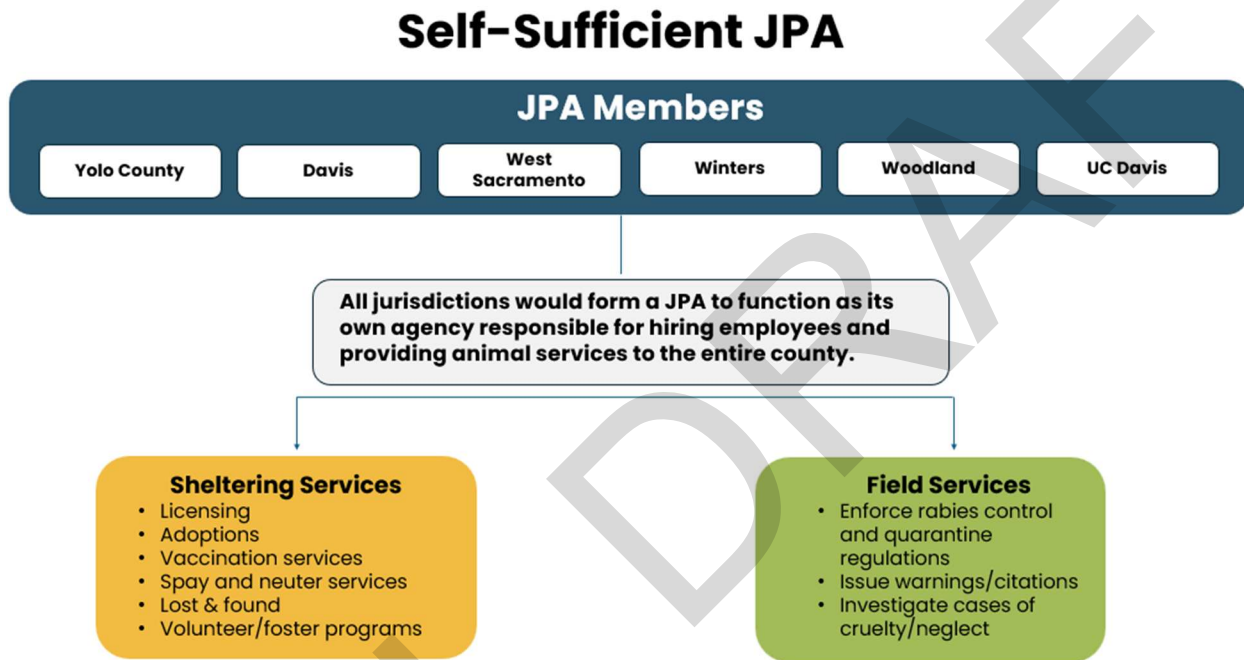
Before transitioning to a JPA, animal services in Stanislaus County was provided by a county department which billed each city for services, similar to the way Yolo County provides animal services currently. To create more buy-in and cooperation amongst the jurisdictions, the County shifted to an Operational JPA model. The JPA Board is comprised of city managers or their designees and the County Administrator to represent their respective jurisdictions. The JPA Board approves the agency's budget, determines the cost structure, and creates the policies and procedures. SASA employees are employed by the County and receive County benefits.

CONTRA COSTA COUNTY ANIMAL SERVICES (CCAS)

CCAS provides full animal care and control services, including sheltering and field services, to the unincorporated County and through contracts to eighteen of the nineteen cities in Contra Costa County (the exception being the City of Antioch). CCAS is comprised of one shelter and over 75 full-time employees, including: field officers,

medical staff, animal care staff, community and media relations personnel, and administration. As of July 2024, the Department serves a population of 1,146,626 people and, in the calendar year of 2023, took in a total of 7,114 animals with an overall live release rate of 85 percent.

Self-Sufficient JPA



A Self-Sufficient JPA allows all jurisdictions to financially contribute to the general operations of the JPA based on a fee schedule agreed to by the JPA board, allowing for equal representation of each participating jurisdiction. The cities, County, and UC Davis would contract individually with the JPA for animal services. The JPA would be responsible for administering the entire animal services program, hiring employees, and providing services to all participating jurisdictions. A self-sufficient JPA would have its own staff who oversee both sheltering services and field services.

WEST END ANIMAL SERVICES/ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE (ARC)

Staff met with the Executive Director of ARC to discuss the formation of the JPA. He stated that ARC was formed as no organization could provide generalized animal services in the area.

Prior to the formation of the ARC JPA, animal services were provided by the Inland Valley Humane Society (IVHS). Due to the geographical location of IVHS from the cities of Ontario, Montclair, and Chino, the three jurisdictions decided to form a JPA in November 2024 in anticipation of the IVHS contract expiring in June 2025. Comprised of the City of Ontario, Montclair, Chino, and parts of unincorporated San Bernardino County, ARC is a full-service animal services agency providing both animal control and sheltering services to member

agencies as of Summer 2025. The Agency sets and adopts operational policies, adopts an annual budget, and employs about 34 employees. ARC provides services out of a temporary facility in Ontario with a permanent shelter is expected to open in 2027, paid for through a 12-year payment plan.

The ARC JPA Board is made up of elected officials or their designees. The City of Ontario is the financial representative, provided the land for the new shelter and Human Resources services for the JPA. Personnel are employed by ARC and do not receive the benefits of City or County employees. Per the Executive Director, since its formation, public opinion of ARC has been generally positive.

SANTA CRUZ COUNTY ANIMAL SHELTER (SCCAS)

The SCCAS is a non-profit joint powers authority formed in June 2002 that includes the County of Santa Cruz, and the cities of Capitola, Santa Cruz, Scotts Valley, and Watsonville. The SCCAS provides 24-hour animal rescue and is Santa Cruz County’s only full service, open-admission animal shelter. The SCCAS is governed by a Board of Directors that has representatives from each of the participating jurisdictions, which includes the Public Health Director, city managers, police deputies, the undersheriff, and the Assistant County Executive Officer.

Staff reached out to SCCAS but did not receive a response.

JPA Contract with Non-Profit

JPA Contract with Non-Profit



The JPA may contract with a non-profit to provide both sheltering services and field services for all the jurisdictions. Contracting with a private non-profit could allow for certain cost-savings related to staffing. Partnering with a private, non-profit organization may open funding opportunities to the JPA that is not available to public agencies. For

example, BluePearl Cares and Stand Up for Pits, 501c3 nonprofit organizations with grant programs, require grant applicants be a nonprofit organization with proof of 501c3 status.

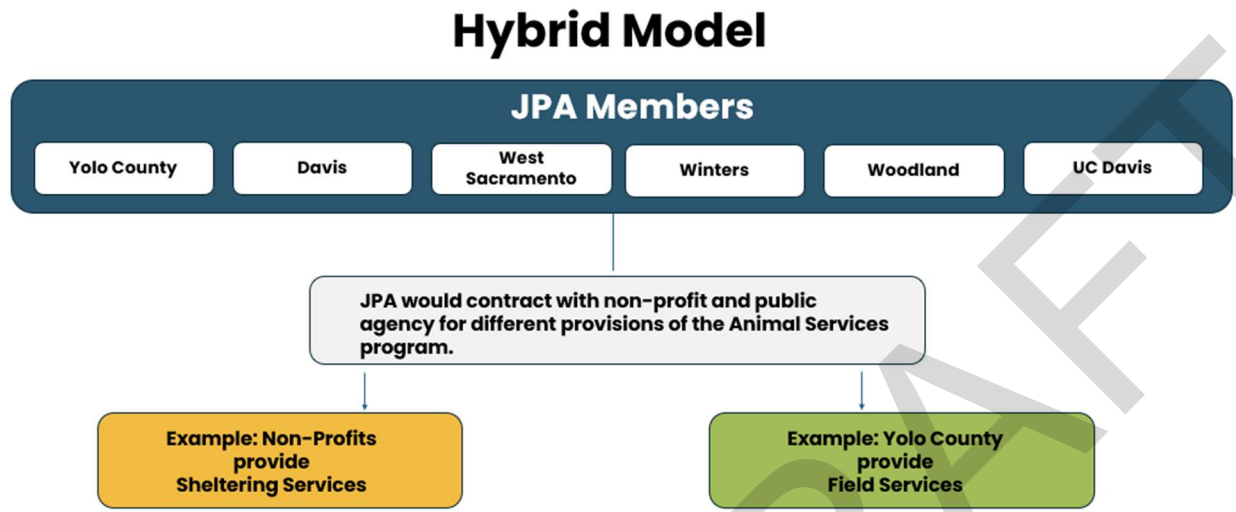
This model is inherently dependent on there being an appropriate non-profit partner which can provide such services; if there is a lack of interest or options for service providers, this governance model may not be a viable option.

MARIN COUNTY JPA & MARIN HUMANE (MH)

Marin Humane (MH) operates a county-wide animal care and control services program through a contract and partnership with the County and the cities and towns of Marin. The JPA contracts with the MH for \$12 million over three years (2023-2026) for field enforcement and shelter services, including appointment of animal control officers. The funding is a lump sum to carry out all the work and operate the animal shelter. The contract is negotiated by a committee which is made up of representatives of either two or three cities along with a representative from the county. Once a new contract is approved by the committee and the MH Board of Directors, it is presented to the Marin County Board of Supervisors for approval. All cities have to accept the terms to make enforcement consistent throughout the county. Marin Humane has their own internal operating policies and procedures, which are not subject to the County's review or approval.

Staff met with Marin Humane's CEO/President and Director of Shelter Services to discuss their contract with Marin County, which is entering the last year of the current three-year contract. The main successes, from their perspective, is the ease in which the contract is managed, the trust MH receive from the cities and county to carry out Animal Services for Marin County, and the flexibility in carrying out the terms of the agreement. As the single animal sheltering agency in the County, MH has direct communication with public health officials as the animal services officers work as agents of the health department for rabies control. It is written into the contract that MH work within local ordinances. MH is committed to being the one and only animal services agency for the county. If their contract was terminated, the county would need to build their own sheltering facility and hire staff.

Hybrid Model



The final potential model is the hybrid JPA model. Yolo County and its five agencies form an Operational JPA, and contract with various service providers, which may include the County or other public agency, non-profits, private organizations, and the university. For example, the JPA could contract with a non-profit for the provision of animal sheltering services and YCAS for field services.

FRIENDS OF THE ALAMEDA ANIMAL SHELTER & CITY OF ALAMEDA

Friends of the Alameda Animal Shelter (FAAS) is a private non-profit that operates the shelter while the City of Alameda coordinates its Animal Control operations. Since 2012, FAAS provides shelter services, animal rescue, adoptions, foster care, licensing, spay/neuter, and education programming. Compensation for services is through an annual sum from the City to FAAS to offset 50% of the FAAS budget for the provision of shelter services. The City budgeted \$1.2 million for the animal shelter in FY 2024 and \$1.4 million in FY 2025. FAAS collect fees from the public based upon FAAS's schedule of fees and apply such collections entirely and exclusively to the performance of the Shelter Services.

The City has two full-time Animal Control Officers, which enforce relevant laws and ordinances, pick up stray animals, and remove animal carcasses. They also respond to barking dog complaints, aggressive animals, and bite incidents.

Staff reached out to the City of Alameda and Friends of the Alameda Animal Shelter but did not receive a response.

SONOMA COUNTY ANIMAL SERVICES (SCAS)

SCAS is a public agency that serves county residents who reside in the unincorporated areas, the City of Healdsburg, and the City of Santa Rosa. North Bay Animal Services (NBAS) provides shelter and field services to the cities of Cloverdale, Windsor,

Sebastopol, and Petaluma. The remaining county residents receive animal control services through local police departments and shelter care through the Rohnert Park Animal Shelter, the Humane Society of Sonoma County and numerous private and non-profit organizations that provide shelter, adoption, and spay/neuter programs for Sonoma County.

The 2024-2025 Sonoma County Civil Grand Jury released a report in May 2025 highlighting the costs and consequences of decentralization of animal services in Sonoma County. The report concluded that insufficient oversight and the lack of coordination, shared data, and communication amongst the various animal services providers contributed to inadequate services such as untimely license renewals and disparities in staff and volunteer training. The report recommended a governance structure which can provide cost-efficient solutions and increased revenue collection.

Staff met with the Sonoma County Animal Services Operations Manager to discuss the grand jury report and its findings. She stated that the County is researching the JPA process to determine if it makes sense for the County to form a JPA to provide shelter and field services for the County and its cities.

Comparison of Yolo County’s Animal Services Budget and Local JPAs

Organization	Annual Budget	Population Served	Per Capita Costs	FTEs
Yolo County Animal Services	\$5,032,358.00	225,251	\$22.34	22
Sonoma County Animal Services	\$6,700,000.00	305,000	\$21.97	63
Stanislaus Animal Services Agency*	\$6,642,750.00	548,701	\$12.11	38
ARC of the Inland Empire	\$6,833,450.00	315,000	\$21.69	34
Average	\$ 6,302,139.50	348,488	\$19.53	
Median	\$ 6,671,375.00	310,000	\$21.83	

*The City of Modesto, the largest city in Stanislaus County with a population of approximately 218,000, operates field services through their police department.

Based on our research into various JPA governance models and conversations with animal services leaders in California jurisdictions, the formation of an operational JPA should have a JPA Board serving as the governing body for animal services to allow buy-in from each jurisdiction and include a centralized animal services provider, whether through an operational JPA or single vendor. The per capita cost of the current Yolo County service model is in line with JPAs across California, as shown in the table above.

Request for Information (RFI) and Responses

CAO staff worked with the County's Procurement Department to release a Request for Information (RFI) on August 25, 2025 to capture potential providers in the region to better understand the services offered and to determine if public/private partnerships may be feasible. A similar RFI issued by Yolo LAFCo in 2014 did not yield any viable proposals. To widen the pool of respondents, the RFI was shared via a press release and on County social media pages (see Attachment A: Marketing Posts).

The RFI was intended strictly for information-gathering purposes and did not result in a contract. Information on costs was not collected. The intent of the RFI was to help the County understand the local animal services landscape, including available services and which potential providers can meet the County's animal services needs. Interested organizations were encouraged to respond with their experience in shelter management, animal intake, rescue and foster programs, spay/neuter, and field services (see Attachment B: RFI and Exhibit A Vendor Response Form).

The RFI was originally set to close on October 23, 2025, and the deadline was extended to November 20, 2025. The County received four responses: Best Friends Animal Society, Animal Community Alliance, Jenee Rawlings, and Unleashing the Possibilities (see Attachment C: RFI Responses).

BEST FRIENDS ANIMAL SOCIETY

Best Friends Animal Society is an animal welfare organization based in Utah. They operate more than 5,500 facilities across the U.S., and work with shelters and rescue organizations to help them reach and sustain no-kill. Though the organization partners with shelters, they cannot provide sheltering, licensing, or veterinarian services. Their Vendor Response Form states that they can assist with building volunteer, transport, and intake diversion programs. Based on their proposal, the Society is looking to partner with the shelter and is unable to provide sheltering and field services.

ANIMAL COMMUNITY ALLIANCE

Animal Community Alliance is a non-profit organization that serves Solano and parts of Yolo County. The Alliance's proposal states that they can provide some services immediately, such as animal behavior training and rehoming programs. Per their Vendor Response Form, they can add sheltering, licensing, and veterinarian services in an estimated time frame of 90 days of signing a contract.

JENEE RAWLINGS

Rawlings is a local business leader and volunteer foster with the Yolo County Animal Services. She offered input in improving operational efficiencies and community engagement. Rawlings also requested clarification on the roles of the local non-profits and the JPA. A Vendor Response Form was not filled out.

UNLEASHING THE POSSIBILITIES

Unleashing the Possibilities (UTP) is a non-profit organization serving Yolo County. Their response to the RFI includes a draft proposal for an Adoption Education Center (AEC). The proposal states that the AEC would operate under a Memorandum of Understanding (MOU) between the County and the AEC to promote adoptions and education programs in a community-based facility. UTP is unable to provide sheltering or field services based on their submission.

Of the four submissions received, Animal Community Alliance’s proposal was the only response willing to provide management of Yolo County’s shelter, animal control, and veterinary needs. The other three proposals seek to create or expand partnerships with the Yolo County Animal Shelter. The JPA may choose to partner with these interested organizations in the future to improve community engagement, if the budget allows.

On December 30, 2025, the County received a Letter of Interest to partner with the Yolo County Animal Shelter from the UC Davis School of Veterinary Medicine. UC Davis expressed interest in providing clinical services, such as spay and neuter, to the animals residing in the shelter with an expectation of compensation. In their letter, UC Davis states that they can potential serve: 200 male dogs/year, 250 female dogs/year, and 550 Trap, Neuter, Release cats/year.

Summary of Findings

In summary, here are the governance models to which the existing YCASPA JPA may transition:

Model	Details/Features
Status Quo	Each jurisdiction contracts with the County to provide sheltering and field services, and may dissolve the planning JPA. County staff meet with partner cities for periodic financial reporting and may incorporate suggestions partner cities in its operations, at the County’s discretion and budget permitting
JPA contract with County	The JPA contracts with Yolo County for both sheltering and field services with a sheltering facility and animal control staff already in place
Self-Sufficient JPA	The JPA would be responsible for administering the entire animal services program, hiring employees, and providing services to all participating jurisdictions

JPA contract with Non-Profit	The JPA contracts with a non-profit (or for-profit) organization to provide animal services, and the JPA would have little or no staff
Hybrid Model	The JPA contracts with various service providers, which may include the County, non-profits, private organizations, and UC Davis

In an effort to improve high-quality animal care and control services and explore cost-efficient possibilities, the Board of Supervisors directed CAO staff to analyze the governance models that could be effectively implemented in Yolo County. Here are the key findings from the various models presented above:

- There exists a significant gap between community expectations and the resources available for the Yolo County Animal Services department to meet those expectations.
- The per capita costs of Yolo County’s animal services operation is in line with the per capita costs of local jurisdictions, including those with an operational JPA and private, non-profit partners.
- There are currently limited non-profit organizations interested in partnering with the County in providing animal services.
- An operational JPA may better enable collective governance and decision-making and foster greater engagement and responsiveness to issues related to animal services in partner jurisdictions as each jurisdiction could control the cost and level of services provided. However, there may be considerable capital costs to initiate a full-service, self-sufficient JPA.
- A potential disadvantage of forming an operational JPA include diminished autonomy and control by individual member agencies.
- The County providing animal services would be advantageous as there are existing facilities and staff.
- A hybrid model would allow each vendor organization to scale services to meet population demand. However, contracted organizations may have their own internal operating policies and procedures, which may not be subject to the JPA's review or approval. Administration of multiple decentralized contracts may prove to be a challenge.
- If the JPA does not move forward, YCAS should prioritize improving partnerships with jurisdictions in order to create more collaboration within the existing service model.

In conclusion, if the Board is interested in pursuing an operational JPA model for animal services, the most expeditious approach would be for an operational JPA to contract

with the County for continuity of services due to the current capacity of private, non-profit organizations. This option would also likely have lower start-up costs than other models and would not preclude the possibility of other JPA models being considered in the future. Regardless of whether the Board determines to move forward with a JPA, CAO and YCAS staff will follow up with the RFI respondents to explore the potential for future collaborative opportunities.

FINAL DRAFT

Attachment A: Marketing Posts



Yolo County
September 4 · 🌐

Yolo County is seeking interested organizations including local nonprofits to respond to a Request for Information (RFI) to provide professional services for animal care operations within Yolo County. The County is exploring opportunities to strengthen and enhance animal services, including shelter management, animal intake and care, redemption and adoption services, rescue and foster programs, spay/neuter and vaccination clinics, veterinary services for small and large animals, humane law enforcement, community education, volunteer coordination, fundraising, and special event production. Read more here www.yolocounty.gov/Home/Components/News/News/14029/4918



67   68 comments 30 shares



COUNTY OF YOLO

Office of the County Administrator

Michael Webb
County Administrative Officer

625 Court Street, Room 202 • Woodland, CA 95695
www.YoloCounty.gov

FOR IMMEDIATE RELEASE
September 4, 2025

Contact: Laura Galindo
Email: PIO@YoloCounty.gov
Phone: (530) 341-9865

Yolo County Seeks Input on Future Improvements of Animal Services

(Woodland, CA) – Yolo County is seeking interested organizations including local nonprofits to respond to a Request for Information (RFI) to provide professional services for animal care operations within Yolo County. The County is exploring opportunities to strengthen and enhance animal services, including shelter management, animal intake and care, redemption and adoption services, rescue and foster programs, spay/neuter and vaccination clinics, veterinary services for small and large animals, humane law enforcement, community education, volunteer coordination, fundraising, and special event production.

“This exploratory process will help us identify qualified organizations that may be strong partners in promoting and protecting the health and welfare of both animals and residents within Yolo County,” said Angel Barajas, Yolo County Board of Supervisors and the County’s representative on the Animal Services JPA committee. “We look forward to better understanding what opportunities may exist to enhance animal services in Yolo County.”

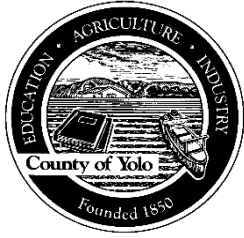
This RFI is intended strictly for information-gathering purposes. It will help the County and its partner cities of Davis, West Sacramento, Winters, and Woodland to evaluate potential approaches for improving animal welfare and better understand opportunities for other partnerships. No contract will result directly from this process. Information received through this RFI will assist in assessing future organizational models for animal services in Yolo County.

Interested organizations must complete the Vendor Response Form (Exhibit A) and submit electronically through Beacon at <https://tinyurl.com/YoloAS> or by email at Proposals@yolocounty.gov. Submissions will be accepted until Thursday, October 23.

###

Attachment B: RFI and Vendor Response Form

FINAL DRAFT



COUNTY OF YOLO

General Services Department -Procurement Division

Notice of Request for Information (RFI) For Animal Services

RFI-2025-0001

Post Date:
August 25, 2025

**Responses Due:
2:00 pm
October 24, 2025**

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

RFI Coordinator:
Keely Mendes
Keely.Mendes@YoloCounty.gov

I. INTRODUCTION

The County of Yolo invites qualified organizations to respond to a request for information to provide professional services for animal care operations in the County of Yolo to include, but not be limited to, overall management of shelter operations, acceptance and care of animals, tracking all animal intake, redemption of animal to owners, adoption, euthanasia, disposal, veterinary care for small and large animals, spay/neuter and rabies vaccine services for small and large animals, adoptions, rescue programs, foster care, and implement volunteers services program, community education program, fundraising, special event production, humane law enforcement and related field services.

This Request for information (RFI) is being sought strictly for the purpose of gaining knowledge of current options available and shall not be construed as an intent, commitment, or promise to acquire services, supplies, or solutions offered. No contract will result from any response to this RFI.

The County of Yolo will not pay for any information herein requested nor is it liable for any cost incurred by the vendor.

II. PURPOSE

The objective of Animal Services for the County of Yolo is to improve the well-being of all animals in our community through adoption and stabilization of the stray population. The County of Yolo is undertaking this process to evaluate better ways to approach animal services. This process will give qualified and experienced organizations an opportunity to demonstrate how they can help the County improve performance and meet its goals for animal welfare.

The County and its municipalities, the Cities of Davis, West Sacramento, Winters and Woodland, formed the Yolo County Animal Services Joint Powers Agency (JPA), a planning agency to study operational and program options to adequately service the community. The JPA is exploring options for providing a quality animal services program that will allow them to manage costs for their respective cities. This RFI will provide a launching point to determine potential providers in the region.

III. SCOPE OF WORK

Yolo County ("County") is located in Northern California and is bordered by Sacramento County, Napa County, and Solano County. It covers over 1,020 square miles of both urban and rural areas with a population of approximately 216,000 people.

Currently, Yolo County Animal Services ("YCAS") provides animal control and sheltering for the County, serving the cities of Woodland, Davis, West Sacramento, Winters, and the University of California, Davis ("UC Davis"), as well as the unincorporated areas of Yolo County. YCAS operates a municipal, open-admission animal shelter in Woodland, CA and provides pet adoptions, rescues, licensing, spay/neuter, medical treatments, and low-cost vaccinations for dogs and cats. In addition to these services, YCAS also investigates animal cruelty, barking and noise complaints, responds to loose, sick and injured domestic and wildlife animals, animal bites and attacks, and provides welfare checks on animals.

According to the YCAS, their 2024 Animal Services Statistics are as follows:

- Intakes
 - Strays: 2,877 animals
 - 1,384 dogs
 - 1,493 cats
 - Relinquished by Owner: 438 animals
 - 251 dogs
 - 187 cats
- Adoptions: 1,777 animals
 - 760 dogs
 - 1,017 cats
- Returned to Owner: 858 animals
 - 733 dogs
 - 125 cats
- Shelter Euthanasia: 288 animals
 - 116 dogs
 - 172 cats

Updated statistics can be found here: <https://www.yolocounty.gov/government/general-government-departments/community-services/animal-services/animal-services-stats>

IV. INFORMATION REQUESTED

Information requested as fully described in Exhibit A, Vendor Response Form.

1. Organizational Experience and Capability

Provide brief overview of the organization, including:

- Operations: Describe the size of the organization, the locations it serves, and its capacity to manage the County’s workload.
- History: Outline the organization’s history, including the number of years it has provided housing for animals.
- Structure and Leadership: Detail the organizational structure, incorporation information, and names of directors.
- Future Plans: Explain the plans for continuing services over the next five years.
- Physical Facilities: Describe the facilities available for animal housing, as well as those available for staff and volunteers (e.g., modular units, restrooms), if any. Specify the maximum capacity for housing animals.

2. Readiness

3. Services Provided

4. Other Features

Describe and discuss any other features, services, options, or considerations you believe would be beneficial in enhancing the Yolo County Animal Services.

V. COMMUNICATION

All communication concerning this RFI must be directed to the RFI Coordinator below:

Keely Mendes
Procurement and Contract Services Officer
(530)406-5774
Keely.Mendes@yolocounty.gov

Questions concerning this request for information, including specifications, requirements, terms and/or conditions should be submitted in writing online at: <https://www.beaconbid.com/solicitations/yolo-county/open> in the questions and answers section of the RFI or emailed to Proposals@yolocounty.gov no later than the date and time noted below in the Section VI: Submission Instructions, Timeline, Deadline for Questions.

VI. SUBMISSION INSTRUCTIONS

Interested Vendors shall submit the following:

Vendors shall provide a RFI response by completing the Exhibit A, Vendor Response Form, and submitting your response electronically through Beacon or by email at Proposals@yolocounty.gov. Submissions will not be accepted later than **October 23, 2025**.

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.

Timeline

Action	Responsible Party	Due Date
Issue RFI	Yolo County	August 25, 2025
Deadline for Questions	Potential Responders	October 9, 2025, at 2:00 PM
Deadline for Answers to Questions	Yolo County	October 16, 2025
Submission of Information	Responders	October 23, 2025, at 2:00 PM

VII. NOTICE TO RESPONDENTS REGARDING THE PUBLIC RECORDS ACT

Responses to this RFI shall become the exclusive property of the County. Responses to this RFI and information provided in response to this RFI become a matter of public record and may appear in future reports and/or requests, with the exception of those parts of each submission which are justifiably defined as business or trade secrets, and, if by the proposer, plainly marked as "Trade Secret," "Confidential," or "Proprietary."

The County shall not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the California Public Records Act or otherwise by law. A blanket statement of confidentiality or the marking of each page of the submission as confidential shall not be deemed sufficient notice of exception. The Respondents must specifically label only those provisions of their respective submission that are "Trade Secrets," "Confidential," or "Proprietary" in nature.

EXHIBIT A
Vendor Response Form

Organization Name: Click or tap here to enter text.

Contact Person, Title: Click or tap here to enter text.

Phone Number: Click or tap here to enter text.

Email Address: Click or tap here to enter text.

Federal Tax ID Number: Click or tap here to enter text.

Yolo County appreciates your assistance in answering the below questions regarding services your company may offer.

Note: If your company does not currently offer a feature or area of interest but may be interested in adding it (or are currently working to add), please note that in the comments section. Please include how your company will be able to provide the service in the future and if applicable, an estimated start date.

1.1 Organizational Background and Experience

	Comments/Description
Operations: Describe the size of your organization, the locations it serves, and how it can manage a workload like the County's.	
History: Outline your organization's history, including the number of years it has provided animal services.	

<p>Structure and Leadership: Detail your organizational structure, incorporation information, and names of directors.</p>	
<p>Future Plans: Explain the plans for continuing services over the next five years.</p>	

1.2 Readiness

Services	Yes	No	Comments/Description
<p>Physical Facilities: Does the organization have the infrastructure needed for servicing and housing animals? Describe the facilities available for animal housing, as well as those available for staff and volunteers (e.g., modular units, restrooms), if any. Specify the maximum capacity for housing and servicing animals.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>Licenses: Does the organization currently have necessary licensing and credentialing (business, Department of Consumer Affairs, Internal Revenue Service, veterinary license, etc.)? Please affirm that your organization meets these eligibility criteria.</p>	<input type="checkbox"/>	<input type="checkbox"/>	

Insurance: Does the organization currently carry all necessary insurance, including Yolo County insurance requirements (See Attachment 1)?	<input type="checkbox"/>	<input type="checkbox"/>	
Staffing: Would the organization need to hire additional staff to furnish these services?	<input type="checkbox"/>	<input type="checkbox"/>	
Immediacy: Could the organization begin to provide services immediately? Describe if the organization would need time to scale or add capacity.	<input type="checkbox"/>	<input type="checkbox"/>	

1.3 Services Offered

Service	Yes	No	Comments/Description
Perform all animal sheltering and impoundment services.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide dog and cat licensing services.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide veterinarian care as needed.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide spay and neuter services for dogs and cats.	<input type="checkbox"/>	<input type="checkbox"/>	
Administer a spay neuter low-income voucher program.	<input type="checkbox"/>	<input type="checkbox"/>	

Provide vaccination and microchip services.	<input type="checkbox"/>	<input type="checkbox"/>	
Administer a small and large animal rescue and foster program.	<input type="checkbox"/>	<input type="checkbox"/>	
Administer a structured volunteer program.			
Conduct outreach and coordinate with placement partners to facilitate adoptions.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide animal behavior modification and training.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide a structured program to support owners in keeping pets in their homes or rehoming animals.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide a structured owner surrender process with a goal of reducing unnecessary intake.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide availability to the public 6 days per week, 7 hours per day, and coordinate with County of Yolo for emergency response outside regular operating hours.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide animal field services, including investigating complaints of animal cruelty and neglect, animal bites, and pick up of lost or deceased animals.	<input type="checkbox"/>	<input type="checkbox"/>	

1.4 Other Features, Optional Enhancements, and Additional Services

Describe and discuss any other features, services, options, or considerations you believe would be beneficial in enhancing Yolo County Animal Services.	
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Attachment C: RFI Responses (Including UCD Letter of Interest)

FINAL DRAFT

EXHIBIT A
Vendor Response Form

Organization Name: Best Friends Animal Society

Contact Person, Title: Yael Oppenheimer, Pacific Regional Manager

Phone Number: 669-842-1921

Email Address: yaelo@bestfriends.org

Federal Tax ID Number: 23-7147797

Yolo County appreciates your assistance in answering the below questions regarding services your company may offer.

Note: If your company does not currently offer a feature or area of interest but may be interested in adding it (or are currently working to add), please note that in the comments section. Please include how your company will be able to provide the service in the future and if applicable, an estimated start date.

1.1 Organizational Background and Experience

	Comments/Description
<p>Operations: Describe the size of your organization, the locations it serves, and how it can manage a workload like the County’s.</p>	<p>Best Friends operates facilities across the U.S., each serving a unique lifesaving role in advancing our mission. In addition to our flagship Sanctuary in Kanab, Utah, we have locations in five U.S. cities where our teams work collaboratively to attain and sustain our national no-kill goals. In addition, through our national network of partners, lifesaving tactics are being implemented in shelters and rescue groups across the country.</p>
<p>History: Outline your organization’s history, including the number of years it has provided animal services.</p>	<p>Best Friends Animal Society is a leading animal welfare organization dedicated to saving the lives of dogs and cats in America’s shelters and making the entire country no-kill. Founded in 1984, Best Friends runs lifesaving facilities and programs nationwide in partnership with more than 5,500 shelters and rescue organizations. From our headquarters in Kanab, Utah, we also operate the nation’s largest no-kill animal sanctuary — a destination that brings our mission to life for thousands of visitors each year. We maintain the most comprehensive animal sheltering data in the country and make it accessible to the public — empowering communities with critical insights into the needs of their local shelters and how they can help. We believe every dog and cat deserves a home. And we believe that, by working together, we can Save Them All®</p> <p>For a detailed history please visit our website: https://bestfriends.org/who-we-are/our-story</p>
<p>Structure and Leadership: Detail your organizational structure, incorporation information, and names of directors.</p>	<p>Please see our Pacific Regional team on our Network Partner page: https://bestfriends.org/network/meet-team#pacific</p>

Future Plans: Explain the plans for continuing services over the next five years.

Best Friends Animal Society partners with shelters and rescue organizations to help them reach and sustain no-kill. Through hands-on mentoring, customized training, and collaborative program development, we work side by side with shelter staff to identify lifesaving opportunities and remove barriers to success. Together, we build and expand innovative programs that meet the unique needs of each community, whether that 's boosting adoptions, increasing foster engagement, or creating behavior and enrichment initiatives that keep pets thriving. By combining tailored guidance with direct financial support, Best Friends empowers shelters to not only save more lives today but to create sustainable systems that will keep pets safe for years to come, all moving us closer to our shared goal of making every community no-kill.

1.2 Readiness

Services	Yes	No	Comments/Description
<p>Physical Facilities: Does the organization have the infrastructure needed for servicing and housing animals? Describe the facilities available for animal housing, as well as those available for staff and volunteers (e.g., modular units, restrooms), if any. Specify the maximum capacity for housing and servicing animals.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>Licenses: Does the organization currently have necessary licensing and credentialing (business, Department of Consumer Affairs, Internal Revenue Service, veterinary license, etc.)? Please affirm that your organization meets these eligibility criteria.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>Insurance: Does the organization currently carry all necessary insurance, including Yolo County insurance requirements (See Attachment 1)?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>Staffing: Would the organization need to hire additional staff to furnish these services?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Immediacy: Could the organization begin to provide services immediately? Describe if the organization would need time to scale or add capacity.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes, we'd be happy to start work ASAF
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1.3 Services Offered

Service	Yes	No	Comments/Description
Perform all animal sheltering and impoundment services.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Provide dog and cat licensing services.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Provide veterinarian care as needed.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Provide spay and neuter services for dogs and cats.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Administer a spay neuter low-income voucher program.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Provide vaccination and microchip services.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Administer a small and large animal rescue and foster program.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Administer a structured volunteer program.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	We can assist building and a volunteer program
Conduct outreach and coordinate with placement partners to facilitate adoptions.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	We can assist building transport relationships
Provide animal behavior modification and training.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Provide a structured program to support owners in keeping pets in their homes or rehoming animals.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	We can assist building intake diversion programming

Provide a structured owner surrender process with a goal of reducing unnecessary intake.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	We can assist building triage programmin
Provide availability to the public 6 days per week, 7 hours per day, and coordinate with County of Yolo for emergency response outside regular operating hours.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Provide animal field services, including investigating complaints of animal cruelty and neglect, animal bites, and pick up of lost or deceased animals.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	We can provide assistance here

1.4 Other Features, Optional Enhancements, and Additional Services

Describe and discuss any other features, services, options, or considerations you believe would be beneficial in enhancing Yolo County Animal Services.	Best Friends looks forward to partnering with Yolo County to strengthen its animal services program.
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**EXHIBIT A
Vendor Response Form**

Organization Name: Animal Community Alliance

Contact Person, Title: Rebecca Hintz, CEO

Phone Number: 7076863973

Email Address: animalcommunityalliance@gmail.com

Federal Tax ID Number: 92-3100725

Yolo County appreciates your assistance in answering the below questions regarding services your company may offer.

Note: If your company does not currently offer a feature or area of interest but may be interested in adding it (or are currently working to add), please note that in the comments section. Please include how your company will be able to provide the service in the future and if applicable, an estimated start date.

1.1 Organizational Background and Experience

	Comments/Description
Operations: Describe the size of your organization, the locations it serves, and how it can manage a workload like the County's.	Animal Community Alliance is a non profit organization that is led by pet and business professionals. We currently have a board of 5 members. We serve Solano, Yolo and other areas per request. Managing Yolo counties sheltering, animal control and veterinary needs would allow us to expand our current workforce.
History: Outline your organization's history, including the number of years it has provided animal services.	Our organization is young in age, 3 years old. While young as a team we have extensive experience in serving the animal communities locally and remotely. Our team includes business professionals, feed store managers, insurance and saddle shop owners, equine hoof specialist and a multi species trainer and behavior consultant. 50
Structure and Leadership: Detail your organizational structure, incorporation information, and names of directors.	We operate as a non profit organization. We are approved per the IRS and CA State Registrar of Charities. Rebecca Hintz CEO/President Giovanni Zappetta CFO Kimi Bunetta Vice President Mari Bunetta Vice President Jackie Zappetta Secretary

Future Plans: Explain the plans for continuing services over the next five years.

Our focus is education to both improve the lives of animals and their caretakers while reducing the need for shelter and rescue work. If we work with Yolo county our plans would include reducing the pet population using modern systemic methods while partnering with the community to work

1.2 Readiness

Services	Yes	No	Comments/Description
<p>Physical Facilities: Does the organization have the infrastructure needed for servicing and housing animals? Describe the facilities available for animal housing, as well as those available for staff and volunteers (e.g., modular units, restrooms), if any. Specify the maximum capacity for housing and servicing animals.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>A new facility would be an asset to Yolo county. Our team includes an multi certificated project manager with 19 years working for the federal government. The building or remodeling of a facility is a task we are equipped to take on.</p>
<p>Licenses: Does the organization currently have necessary licensing and credentialing (business, Department of Consumer Affairs, Internal Revenue Service, veterinary license, etc.)? Please affirm that your organization meets these eligibility criteria.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>We carry some of the licenses, those we do not have we will obtain. We currently carry non profit business approvals per the IRS and CA State Charities registart. Training credentials for animals per the Karen Pryor Academy are also in place. Veterinary licenses are not currently held but can be obtained through hiring.</p>
<p>Insurance: Does the organization currently carry all necessary insurance, including Yolo County insurance requirements (See Attachment 1)?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>We do not currentlty carry the insurance Yolo County requires as it is not needed for our current practices. We do carry insurance specific to what our current needs.</p>
<p>Staffing: Would the organization need to hire additional staff to furnish these services?</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Immediacy: Could the organization begin to provide services immediately? Describe if the organization would need time to scale or add capacity.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	We could provide some services immedi
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1.3 Services Offered

Service	Yes	No	Comments/Description
Perform all animal sheltering and impoundment services.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract acceptance.
Provide dog and cat licensing services.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract acceptance.
Provide veterinarian care as needed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service or partnerships 90 days post contract acceptance.
Provide spay and neuter services for dogs and cats.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service or partnerships 90 days post contract acceptance.
Administer a spay neuter low-income voucher program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract acceptance.
Provide vaccination and microchip services.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract acceptance.
Administer a small and large animal rescue and foster program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract acceptance.
Administer a structured volunteer program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract acceptance.
Conduct outreach and coordinate with placement partners to facilitate adoptions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract acceptance.
Provide animal behavior modification and training.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Currently providing and will expand 90 days post contract acceptance.
Provide a structured program to support owners in keeping pets in their homes or rehoming animals.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Currently providing and will expand 90 days post contract acceptance.

Provide a structured owner surrender process with a goal of reducing unnecessary intake.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract accepta
Provide availability to the public 6 days per week, 7 hours per day, and coordinate with County of Yolo for emergency response outside regular operating hours.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract accept
Provide animal field services, including investigating complaints of animal cruelty and neglect, animal bites, and pick up of lost or deceased animals.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Add service 90 days post contract accept

1.4 Other Features, Optional Enhancements, and Additional Services

Describe and discuss any other features, services, options, or considerations you believe would be beneficial in enhancing Yolo County Animal Services.	Additionally we would work to create income producing programs to help fund the shelter and the services it would offer. Education for our staff, volunteers and community will be offered to help create lasting change for the animals we serve. Our focus will be on creating a postive, uplifting program that people want to be a part of at every level.
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To: Yolo County Board of Supervisors
From: Jenee Rawlings, Volunteer (Kitten Foster) and Local Business Leader
Date: November 2025
RE: Response to RFI -Strengthening Animal Care Services in Yolo County

Thank you for the opportunity to offer input as part of the County's Request for Information (RFI). I appreciate that the County is taking a thoughtful and exploratory approach to understanding what solutions may best support the well-being of animals and the community. My perspective comes both from my experience as a volunteer foster with Yolo County Animal Services (YCAS) and from my professional background in organizational leadership, operational efficiency, and community-focused service delivery.

My intent is not to advocate for or against any single model, but simply to share observations and constructive recommendations that may support the Board's goals for long-term sustainability, strong community partnerships, and improved outcomes for animals.

Overall Perspective

The RFI is an important opportunity to examine what is working well and where additional support, structure, or modernization could enhance service delivery. From my volunteer experience, I have seen firsthand the dedication of the staff and volunteers who work under sometimes challenging conditions. Strengthening operations and community engagement can multiply their efforts and help the County achieve better long-term outcomes without dramatic increases in cost.

Key Observed Opportunities

1. Increase Operational Efficiency in Shelter Functions

Improving efficiency within existing resources can make a significant impact. Some opportunities include:

- Moving more administrative and public-facing processes online (adoption applications, volunteer onboarding). This helps to reduce paper-based processes and duplicate workflows that slow down response times. It could also greatly reduce data entry errors.
- Streamlining foster and rescue coordination to shorten length of stay and reduce shelter crowding.

2. Strengthen Public Image and Community Engagement

A more welcoming and cohesive public environment can significantly influence how the community perceives and engages with the shelter. Suggestions include:

- Updating the visitor-facing office area to be more organized and welcoming, portraying a more professional first impression.
- Refreshing the lobby with clear information on adoptions, licensing, volunteering, and donations - consistent with a refreshed website and social media.
- Using strategically placed digital screens to highlight adoptable animals, recent successes, and community partners.
- Offering customer-service training for frontline staff and volunteers to ensure every visitor interaction feels helpful and inviting.

3. Expand Preventative Programs (Spay/Neuter & TNR)

Preventing animals from entering the shelter is one of the most impactful strategies for long-term sustainability. Increasing visibility and access to the following services can significantly reduce intake, improve welfare, and ultimately lower the County's costs.

- low-cost spay/neuter (consistently accessible)
- partnership-based mobile clinics, and
- robust Trap-Neuter-Return (TNR) efforts

I also encourage the County to explore expanded prevention strategies for community cats. Currently, it appears that healthy kittens or cats found outdoors are often declined for intake and trappers are advised to return them to where they were found (unaltered). While I understand the capacity challenges that drive this approach, it can unintentionally contribute to rapid population growth and additional litters within just a few months. Even small adjustments such as ensuring these kittens or the colony cats they originate from are sterilized before being returned or placed could significantly reduce future intake and improve long-term outcomes. This is an area where strong partnerships with nonprofits, rescues, and trained volunteers could make a meaningful difference.

Request for Clarity Regarding Roles and Coordination Among Nonprofit Partners

To support long-term planning and strengthen collaboration across the community, it may be helpful for the County to offer additional clarity regarding the roles, responsibilities, and current capacities of the various nonprofit organizations that support Yolo County Animal Services. Community members, volunteers, and partner organizations often wish to contribute meaningfully, yet it is not always clear how these entities interface with one another, how funds flow, or who is responsible for coordinating shared efforts.

For example, Friends of YCAS is understood to operate with an annual budget of approximately \$50,000, which naturally limits the scale of initiatives they can independently support. Unleashing the Possibilities, Inc., established around 2016–2017, reported raising approximately \$65,000 in its early years but appears to have had limited public activity in recent years. Its website still solicits donations on behalf of YCAS, and it would be helpful for the community to understand the status of those funds—whether they remain designated for specific purposes, are held in reserve, or have been allocated—and what governance and oversight structures guide their use.

Similarly, it appears that the Yolo Animal Services Planning Agency (JPA) also accepts donations for the benefit of the shelter, though the process for collecting, managing, and deploying those funds is not widely understood by the public. Clarifying these pathways would help volunteers and supporters better understand how their contributions make an impact.

Providing additional transparency about the financial capacity of each nonprofit partner, the accountability structures in place, and the intended use of donated funds would not only strengthen public trust but also help the County evaluate how these partnerships can most effectively align with and support future improvements in animal services.

Clear, public-facing metrics would also help the community understand ongoing progress and reinforce support for the County's efforts. Examples may include trends in volunteer participation, spay/neuter volume, reductions in intake (particularly for community cats in connection to increased sterilization efforts), foster and adoption outcomes, rescue-partner engagement, operational efficiencies achieved through digitization, and cost savings generated through preventative programs. Regular reporting of these indicators would highlight improvements, promote accountability, and help community partners align their efforts with the County's priorities.

Thank you for inviting input through this RFI process. Yolo County has a meaningful opportunity to strengthen animal care in ways that benefit animals, staff, volunteers, and the broader community. My recommendations are offered in a spirit of partnership and continuous improvement, not criticism, and I remain committed to supporting the County's efforts in any way I can.

Volunteers and community organizations are eager to align with the County's vision, and additional clarity and transparency would help reinforce, amplify, and build community support for the important work already underway. In my professional experience leading complex organizations and cross-sector partnerships, I have seen how essential clear communication, shared expectations, and well-defined roles are to making collective progress. Applying those same principles here can help ensure that all partners - public, nonprofit, and community - are rowing in the same direction and contributing to a cohesive, coordinated effort.

Respectfully,

A handwritten signature in black ink that reads "Janie K. Rawling". The signature is written in a cursive style with a large, stylized initial "J".

EXHIBIT A
Vendor Response Form

Organization Name: Unleashing The Possibilities

Contact Person, Title: Lisa Gaynes, President

Phone Number: (916)717-7959

Email Address: lgaynes@lgaynes.com

Federal Tax ID Number: 81-0248195

Yolo County appreciates your assistance in answering the below questions regarding services your company may offer.

Note: If your company does not currently offer a feature or area of interest but may be interested in adding it (or are currently working to add), please note that in the comments section. Please include how your company will be able to provide the service in the future and if applicable, an estimated start date.

1.1 Organizational Background and Experience

	Comments/Description
Operations: Describe the size of your organization, the locations it serves, and how it can manage a workload like the County's.	Unleashing the Possibilities (UTP) is a non-profit, established to serve the citizens of Yolo County. We are presenting a project to work in synergy with the Yolo County Animal Shelter and other rescues in the area.
History: Outline your organization's history, including the number of years it has provided animal services.	We respectfully submit the attached document for the JPA to consider as a potential project. The idea was conceived and developed as a collaborative effort between UTP's President, Lisa Gaynes and YCAS Director, Stephanie Amatto.
Structure and Leadership: Detail your organizational structure, incorporation information, and names of directors.	UTP is a 501(c)3 Chairman: Judge David Rosenberg, President, Lisa Gaynes Vice President, Sally Ozonoff Treasurer, Brian Christison Secretary, Lea Rosenberg Directors: Beth Dovi, Julielani Chang, Heidi Kellison Bob Schabert, Evelyn Dale, Lori Lubin, Janis Rosenberg

Future Plans: Explain the plans for continuing services over the next five years.

1.2 Readiness

Services	Yes	No	Comments/Description
<p>Physical Facilities: Does the organization have the infrastructure needed for servicing and housing animals? Describe the facilities available for animal housing, as well as those available for staff and volunteers (e.g., modular units, restrooms), if any. Specify the maximum capacity for housing and servicing animals.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>Licenses: Does the organization currently have necessary licensing and credentialing (business, Department of Consumer Affairs, Internal Revenue Service, veterinary license, etc.)? Please affirm that your organization meets these eligibility criteria.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>Insurance: Does the organization currently carry all necessary insurance, including Yolo County insurance requirements (See Attachment 1)?</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>Staffing: Would the organization need to hire additional staff to furnish these services?</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Immediacy: Could the organization begin to provide services immediately? Describe if the organization would need time to scale or add capacity.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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1.3 Services Offered

Service	Yes	No	Comments/Description
Perform all animal sheltering and impoundment services.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide dog and cat licensing services.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide veterinarian care as needed.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide spay and neuter services for dogs and cats.	<input type="checkbox"/>	<input type="checkbox"/>	
Administer a spay neuter low-income voucher program.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide vaccination and microchip services.	<input type="checkbox"/>	<input type="checkbox"/>	
Administer a small and large animal rescue and foster program.	<input type="checkbox"/>	<input type="checkbox"/>	
Administer a structured volunteer program.	<input type="checkbox"/>	<input type="checkbox"/>	
Conduct outreach and coordinate with placement partners to facilitate adoptions.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide animal behavior modification and training.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide a structured program to support owners in keeping pets in their homes or rehoming animals.	<input type="checkbox"/>	<input type="checkbox"/>	

Provide a structured owner surrender process with a goal of reducing unnecessary intake.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide availability to the public 6 days per week, 7 hours per day, and coordinate with County of Yolo for emergency response outside regular operating hours.	<input type="checkbox"/>	<input type="checkbox"/>	
Provide animal field services, including investigating complaints of animal cruelty and neglect, animal bites, and pick up of lost or deceased animals.	<input type="checkbox"/>	<input type="checkbox"/>	

1.4 Other Features, Optional Enhancements, and Additional Services

Describe and discuss any other features, services, options, or considerations you believe would be beneficial in enhancing Yolo County Animal Services.	
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Working Draft: Proposal for an Adoption Education Center

1. Purpose of the Center

The purpose of the Adoption Education Center (AEC) is to serve as a community-based facility dedicated to:

- **Reducing shelter overcrowding** by increasing successful adoptions and lowering rates of animal surrender through education and support.
- **Promoting adoptions** of dogs and cats from the county's overcrowded animal shelter through outreach, events, and visibility.
- **Engaging volunteers** in meaningful, skill-building roles that support both the shelter and community education efforts.
- **Educating the public** on responsible pet ownership, including training, health care, spay/neuter practices, and long-term commitment.

Ultimately, the AEC would act as a **bridge between the YCAS and the community**, emphasizing both placement (adoption facilitation) and prevention (education).

2. Location

The AEC should be **strategically located near the area with the highest volunteer and adopter potential**—typically a population center with strong civic engagement, educational institutions, and community traffic.

- **Recommended Location Criteria:**
 - Within a **15–20-minute drive** of the main county animal shelter.
 - In proximity to **high-traffic community areas** such as shopping centers, schools, or parks.
 - Accessible by public transportation.
 - Located where there is already an active **base of volunteers and foster caregivers**—likely near the county's most active community.

This allows for maximum community participation, volunteer engagement, and adoption visibility without duplicating existing shelter functions.

3. Operations and Management

The Adoption Education Center would operate under a **Memorandum of Understanding (MOU)** between the **county/YCAS** and **AEC**, establishing shared goals and expectations while maintaining independent day-to-day management.

- **Operational Structure:**
 - **Nonprofit or Community Partner:** Responsible for daily operations, staff and volunteer coordination, fundraising, and educational programming. This partner would oversee the AEC's facility, programs, and volunteer corps.
 - **YCAS:** Provides strategic guidance, ensures alignment with shelter goals, and facilitates the transfer of adoptable animals for display and adoption events. Their role is **advisory and collaborative**, not administrative.
 - **MOU Framework:** The MOU would outline cooperative objectives such as reducing shelter overcrowding, increasing adoptions and promoting humane education. It will ensure compliance with animal welfare standards, determine the pace and timing of animal transfers to the AEC and define the limits of county involvement.

This model enables community partners to handle the operational and financial responsibilities, ensuring flexibility and efficiency, while keeping the county engaged in mission oversight.

4. Benefits to the Existing Shelter

- **Reduces overcrowding** by moving adoption-ready animals to AEC facilities.
- **Increases adoptions** by housing adoption ready animals in a space with increased visibility and better access.
- **Improves shelter outcomes** by promoting pre-adoption education, reducing returns due to behavior or expectation mismatches.
- **Enhances community perception** of the shelter system as proactive, educational, and humane.
- **Creates a volunteer pipeline**, with trained individuals supporting both the AEC and the main shelter.

This model is synergistic with the shelter's mission to focus on proactive (education and placement) rather than reactive (intake and housing) to

5. Funding and Sustainability

The AEC should be primarily **privately funded and community-supported**, with limited county financial obligation.

Funding Sources:

1. **Private Donations and Sponsorships**
 - Naming opportunities for rooms, kennels, or programs.
 - Partnerships with local businesses, veterinarians, and pet supply retailers.
2. **Grant Funding**
 - Applications to national animal welfare organizations (e.g., PetSmart Charities, Best Friends Animal Society, ASPCA grants).
 - Foundation grants for humane education and community engagement.
3. **Volunteer and In-kind Contributions**
 - Use of volunteer labor for operations, training, and maintenance.
 - In-kind donations of materials, food, and equipment.
4. **Program Revenue**
 - Modest fees from training classes, workshops, and merchandise.
 - Community fundraising events (adoption fairs, pet walks, raffles).
5. **Public-Private Partnership**
 - The county could contribute land, utilities, or administrative support in lieu of direct funding.

This diversified funding model ensures long-term sustainability without drawing heavily from county resources.

6. Implementation Steps

1. **Feasibility Study:** Identify volunteer base density, potential sites, and operational partners.
 2. **MOU Development:** Establish a memorandum of understanding between the county and animal services to define roles and objectives.
 3. **Facility Acquisition:** Secure donated or low-cost space, ideally a repurposed building.
 4. **Fundraising Campaign:** Launch capital and operating fundraising efforts with local sponsors and community leaders.
 5. **Program Launch:** Begin with adoption events, volunteer training, and public education workshops.
 6. **Evaluation:** Monitor adoption rates, volunteer participation, and shelter intake to measure impact.
-

7. Expected Outcomes

- 20–30% increase in adoptions from the county shelter within the first year.
- 10–15% decrease in owner surrenders due to pre-adoption education.
- 100+ active volunteers engaged in ongoing community animal welfare.
- Increased community awareness and support for the shelter system.

FINAL DRAFT



SCHOOL OF VETERINARY MEDICINE
OFFICE OF THE DEAN
944 Garrod Drive, Suite 2045
DAVIS, CA 95616
Tel (530) 754-7464
bhpyependop@ucdavis.edu

December 24, 2025

Michael Webb
Chief Administrative Officer
625 Court Street, Room 202
Woodland, CA 95695

Dear Mr. Webb:

RE: Letter of Interest to Partner with the Yolo County Animal Shelter

I write to express the UC Davis School of Veterinary Medicine's interest in providing additional clinical services to the shelter animals residing at the Yolo County Animal Shelter (YCAS). Since the dissolution of our contract with YCAS, we have pursued different avenues to serve shelter animals and educate our veterinary students on shelter medicine and surgery. We currently provide spay and neuter clinical services for a small number of shelter cats from YCAS and non-profit rescue organizations in our Center for Companion Animal Health. We also provide spay and neuter services for shelter dogs and cats from YCAS and non-profit rescue organizations at our Gourley Teaching Center. We are constructing a new, 2000 square foot shelter and access to veterinary care (AVC) facility on the west side of our Gourley Surgery Center for High Volume/High Quality spay and neuter services for dogs and cats. This will expand our service capabilities and should be open in October 2026. In addition, we plan to offer a small but potentially growing vaccine, medical examination, and spay/neuter AVC clinic within the new Pet Smart facility near the UC Davis campus (on the corner of Russell Boulevard and Anderson Road) by June 2026. As a result of these efforts, there are additional opportunities for UC Davis to provide clinical services to YCAS shelter animals.

We have surveyed our faculty members and believe we can serve the following number of animals: 200 male dogs/year; 250 female dogs/year; and 550 Trap, Neuter, Release (TNR) cats/year. The provision of cases would need to align with our curricular needs so cases could not be equally spread throughout the year. There are definitely logistics to be understood regarding moving animals to and from Davis. Our School would also expect compensation for our services.

With the changes in our clinical spaces and the expansion of our services both on campus and at Pet Smart, it would be helpful to understand if and how we can work together to provide care for more YCAS animals. We would like to meet again via Zoom or in person in the New Year to discuss a further partnership if the County is interested. We remain committed to serving Yolo County shelter animals and the community.

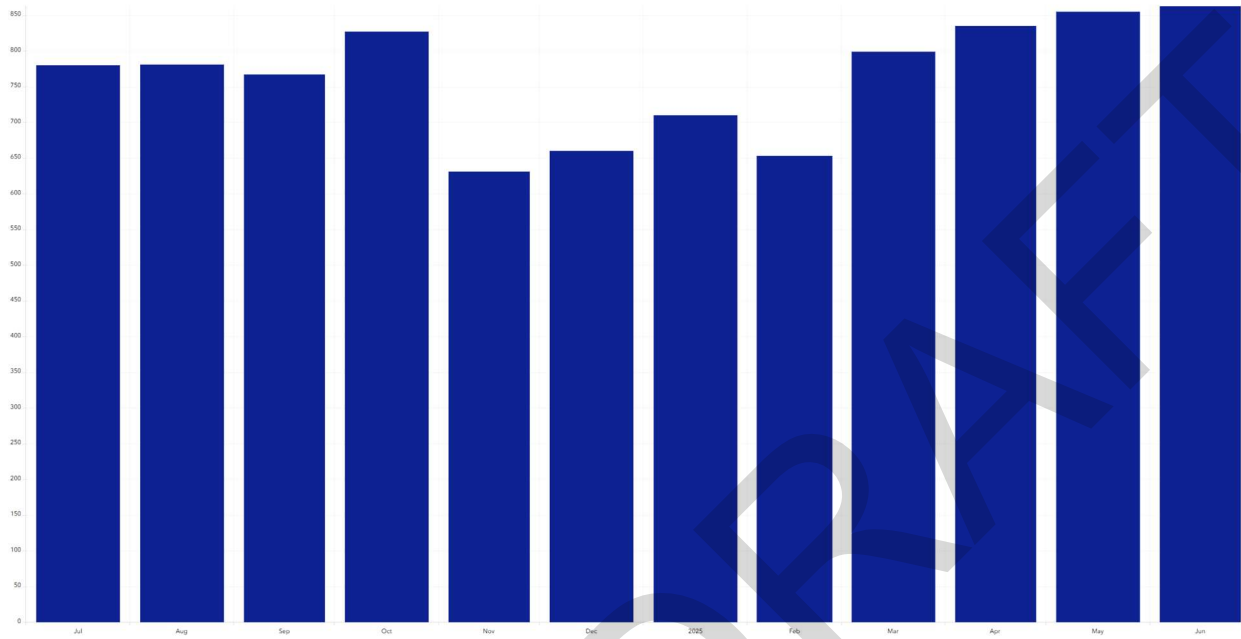
Sincerely,

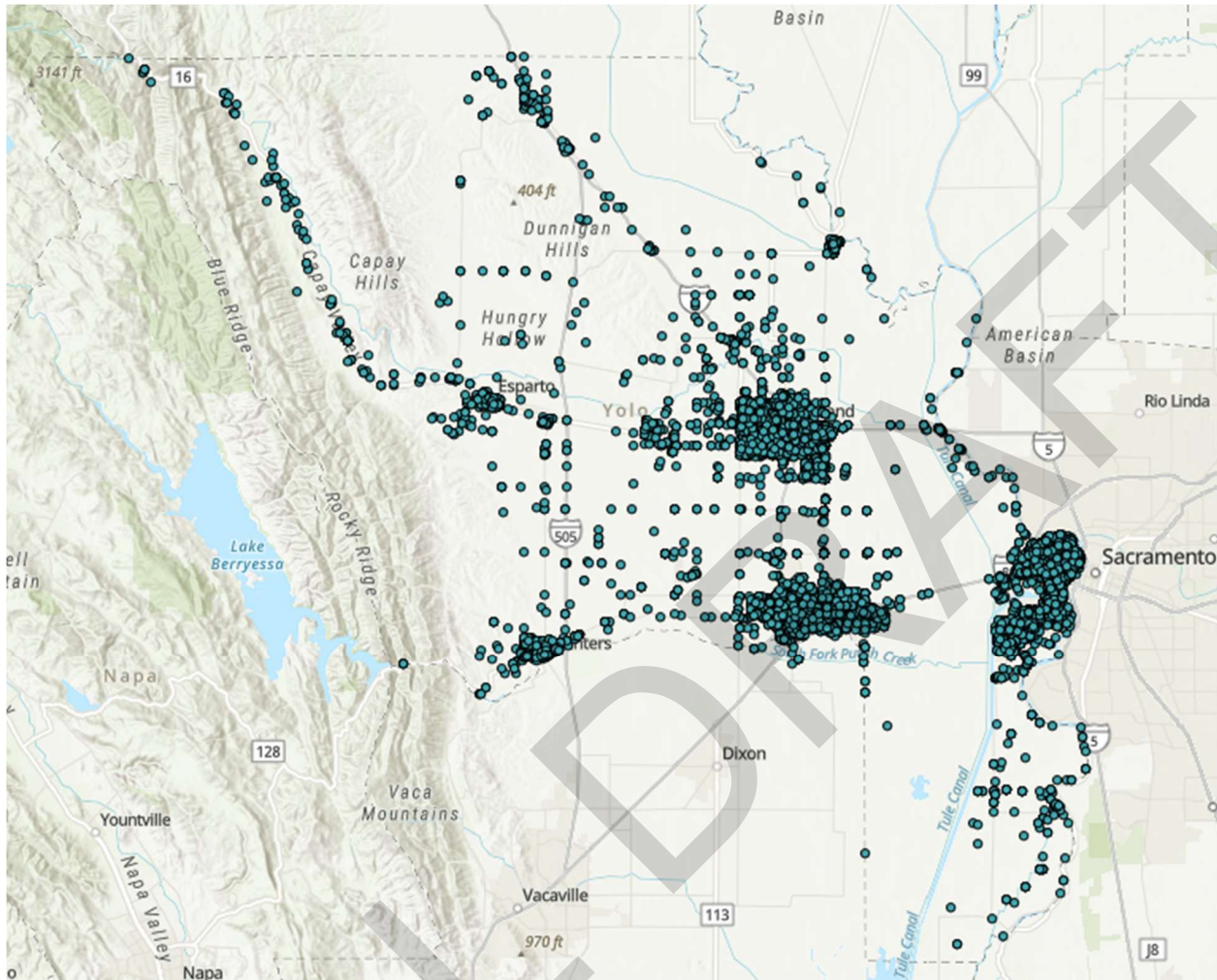
A handwritten signature in black ink, appearing to read "BP", written over a large, faint "DRAFT" watermark.

Bruno Pypendop, DrVetSci, Dipl. ACVA
Executive Associate Dean
School of Veterinary Medicine

Attachment D: FY 24/25 Animal Services Call Report

FY 24/25 Calls for Service by Month





Call Disposition (majority of calls received in FY 24/25)

Officer Follow Up	2,235
Stray at Large	951
Stray Contained	896
Cancelled	886
General Questions	730
Deceased Wildlife Pick Up	630
Deceased Domestic Pick Up	563
Stray Injured	234
Bite Report	192
Wildlife Relocated	186
Wildlife Injured	142
Wildlife to Resue	141
Wildlife EA	127
Animal in Car	70
On Viewed	68
Home Quarantine Abated	68

Transport to UCD	68
Quarantine ON	62
Quarantine OFF	61
Home Quarantine Started	58
Safekeeping Arrested	51
YCC Release	47
Cite Issued	40
Citizen Call Back	36
Owner Requested Deceased Pick Up	36
Livestock UTL	33
Courtesy Notice Issued	33
Barking Investigation	32
Owner Surrender	26
Livestock Contained	23
Safekeeping Hospital	21
Cruelty Investigation	17



Board of Supervisors

Meeting Date: 02/10/2026
Brief Title: Yolo Animal Services Planning Agency JPA Governance Models Analysis
From: Michael Webb, County Administrator, County Administrator's Office
Staff Contact: Yen Nguyen, Associate Management Analyst, County Administrator's Office, x5776
Supervisory District Impact: Countywide

Subject

Receive presentation on joint powers authority (JPA) governance models for animal services and provide direction on potential next steps. (No general fund impact) (Webb/Tengolics/Nguyen) (Est. Staff Presentation: 10 mins)

Recommended Action

Receive presentation on joint powers authority (JPA) governance models for animal services and provide direction on potential next steps.

Strategic Plan Goal(s)



Thriving Residents



Collaborative Community



Operational Excellence

County Mandated Service

Reason for Recommended Action/Background

At the May 20, 2025 Yolo County Board of Supervisors meeting, staff provided an update on the Yolo Animal Services Planning Agency Joint Powers Agency (YCASPA JPA), and reviewed examples of Joint Powers Agency (JPA) governance models for consideration. The Board of Supervisors directed the County Administrator's Office (CAO) to complete an analysis of potential governance models for the YCASPA JPA. The goal of this presentation is to provide the Board with insight and assist with deliberations in potential models that meets public expectations, limits public costs, and maintains positive outcomes for the animals within Yolo County. The analysis provides the foundation for understanding the historical formation of the YCASPA JPA, including previous efforts to determine if alternative governance models could be more cost effective, such as the 2012 Yolo County Local Agency Formation Commission (LAFCo) study of animal services, completed by the Animal Protection League, and the 2013 LAFCo study to determine a method of providing animal services, completed with the UC Davis Koret Shelter Medicine Program (UCD KSMP). The analysis highlights how transitioning the current Planning JPA to a different model could present opportunities to engage in shared governance in order to improve outcomes.

Overview of Animal Care and Control

In California, legislative mandates require cities and counties to provide certain animal control services. The main requirements include an animal shelter for stray animals, enforcement of animal laws, rabies control and licensing, and the spaying or neutering of animals prior to adoption placement. The County, through the Animal Services Division, currently provides animal sheltering and control via contracts with the jurisdictions of Woodland, Davis, West Sacramento, Winters, and the UC Davis campus, as well as the unincorporated areas of Yolo County. Sheltering services include animal sheltering, pet adoptions, lost & found, pet licensing, Trap-Neuter-Return (TNR) surgical services, low-cost vaccination clinics, and volunteer/foster opportunities. Field services provide the law enforcement, nuisance abatement and primary public health/rabies control aspects of an animal control and sheltering program. All services other than the state-mandated rabies control program are provided by the Yolo County Animal Services program on a fee-for-service contractual basis. Below are links to current agreements between the County and local jurisdictions, which expire in June 2026:

- [UC Davis \\$68,721* per year](#)
- [City of West Sacramento \\$949,029* per year](#)

- [City of Davis \\$604,576* per year](#)
- [City of Winters \\$86,068* per year](#)
- [City of Woodland \\$1,184,000* per year](#)

*less any licensing/fee revenues received during the service period

Yolo County covers the portion of costs associated with animal services provided to the unincorporated areas of the County. The total budget for animal control services for FY 2024-25 was \$5 million, with a net county cost of \$1.3 million. Below are the Animal Service Calls statistics for FY 2024-25 to illustrate the service demands and cost associated with County contracted services delivered to the jurisdictions.

Calls for Service FY 24/25*	
County of Yolo	1,668
Davis	1,064
UC Davis	178
West Sacramento	2,674
Winters	279
Woodland	2,890
No Response Area	399
Total	9,161

In determining the cost effectiveness of the County's animal services operations, staff completed a comparative analysis of operational costs from similar/neighboring jurisdictions. The analysis show that Yolo County's spending is in line with the median budgeted for animal services, however, a jurisdiction's organizational structure may affect per capita costs.

Jurisdiction	Annual Budget (FY2025)	Population Served	Area Served (sq mi)	Per Capita Costs	Median Household Income	FTEs
Yolo County	\$5,032,358.00	225,251	1015	\$22.34	\$88,818.00	22
City of Sacramento	\$9,233,229.00	520,407	99	\$17.74	\$80,254.00	63
Sacramento County (unincorporated areas of Sacramento County and the Cities of Citrus Heights and Galt)	\$21,641,015.00	718,000	735	\$30.14	\$88,724.00	67
San Luis Obispo County	\$5,333,160.00	278,348	3299	\$19.16	\$90,216.00	24.5
El Dorado County	\$4,741,787.00	192,823	1708	\$24.59	\$106,190.00	18
Solano County (animal control for	\$6,611,941.00	455,101	822	\$14.53	\$99,994.00	29

unincorporated Solano County and the City of Vallejo & excludes sheltering for Vallejo's impounded animals)						
Santa Cruz County JPA	\$6,403,261.00	262,572	445	\$24.39	\$109,266.00	31
City of Lodi*	\$958,810.00	66,509	14	\$14.42	\$78,468.00	4
City of Rancho Cordova (does not operate a shelter)	\$914,988.00	81,117	35	\$11.28	\$77,044.00	3
Average	\$6,763,394.33	311,125	908	\$19.84	\$90,997.11	
Median	\$5,333,160.00	262,572	735	\$19.16	\$88,818.00	

*The City of Lodi FY 2025 budget does not include the \$4 million towards an estimated \$13 million for the replacement of the animal shelter set to open in March 2026.

Potential Models for Animal Care and Control Services

The benefits of an operational JPA potentially include reduced administrative overhead, streamlined services, and increased collaboration between each jurisdiction. Below is a chart of potential governance options for animal services, where the JPA board would be operational and the governing body for animal services:

Model	Details/Features	Examples
Status Quo	Each jurisdiction contracts with the County to provide sheltering and field services, and may dissolve the planning JPA. County staff meet with partner cities for periodic financial reporting and may incorporate suggestions from partner cities in its operations, at the County's discretion and budget permitting.	<ul style="list-style-type: none"> Contra Costa County Animal Services
JPA contract with County	The JPA contracts with Yolo County for both sheltering and field services with a sheltering facility and animal control staff already in place.	<ul style="list-style-type: none"> Stanislaus Animal Services Agency
Self-Sufficient JPA	The JPA would be responsible for administering the entire animal services program, hiring employees, and providing services to all participating jurisdictions.	<ul style="list-style-type: none"> West End Animal Services/Animal Resource Center of the Inland Empire (ARC)

		<ul style="list-style-type: none"> • Santa Cruz Animal Shelter
JPA contract with Non-Profit	The JPA contracts with a non-profit (or for-profit) organization to provide animal services, and the JPA would have little or no staff.	<ul style="list-style-type: none"> • Marin County JPA & Marin Humane
Hybrid Model	The JPA contracts with various service providers, which may include the County, non-profits, private organizations, and UC Davis.	<ul style="list-style-type: none"> • City of Alameda • Sonoma County Animal Services

Request for Information

To determine the feasibility of contracting with a private, non-profit organization, the County issued an Request for Information (RFI) on August 25, 2025 to capture current potential providers in the region to better understand the services offered. The County received four (4) total submissions by November 30, 2025. And on December 30, 2025, the CAO received a Letter of Interest from the UC Davis School of Veterinary Medicine in response to the issued RFI.

Respondent

Best Friends Animal Society

Animal Community Alliance

Jenee Rawlings

Unleashing the Possibilities

UC Davis School of Veterinary Medicine

Details

Seeking to partner with YCAS and is unable to provide sheltering and field services.

Proposal states that they can provide sheltering, licensing, and veterinarian services within a 90-day timeframe of signing a contract.

Provided input regarding operational efficiencies and community engagement.

Provided draft proposal for an Adoption Education Center.

Expressed interest in providing limited clinical services, such as spay/neuter.

Findings

Here are some of the key findings from the analysis:

- The per capita cost of Yolo County’s animal services operation is in line with the per capita costs of local jurisdictions, including those with an operational JPA and private, non-profit partners.
- There are currently limited operational capacity for non-profit organizations interested in partnering with the County in providing animal services.
- An operational JPA may better enable collective governance and decision-making and foster greater engagement and responsiveness to issues related to animal services in partner jurisdictions as each jurisdiction could control the cost and level of

services provided. However, a potential disadvantage of forming an operational JPA include diminished autonomy and control by individual member agencies.

- If the JPA does not move forward, YCAS should prioritize improving partnerships with jurisdictions in order to create more collaboration within the existing service model.

If the Board is interested in pursuing an operational JPA model for animal services, the most expeditious approach would be for an operational JPA to contract with the County for continuity of services due to the current capacity of private, non-profit organizations. This option would also likely have lower start-up costs than other models and would not preclude the possibility of other JPA models being considered in the future.

Next Steps

CAO staff intend to present this analysis, along with any direction from the Board of Supervisors, to the YCASPA JPA at its February 18, 2026 meeting to capture the feedback and concerns of individual member agencies and the community. All participating jurisdictions will need to have a high level of commitment to an operational JPA for it to be successful, should the planning JPA transition. Staff will report back to the Board on the outcome of any YCASPA JPA deliberations. Regardless of whether the Board determines to move forward with an operational JPA, CAO and YCAS staff will follow up with the RFI respondents to explore the potential for future collaborative opportunities.

Finally, YCAS staff intend to return to the Board in March to provide an update on YCAS operations and process improvement efforts.

Collaborations (including Board advisory groups and external partner agencies)

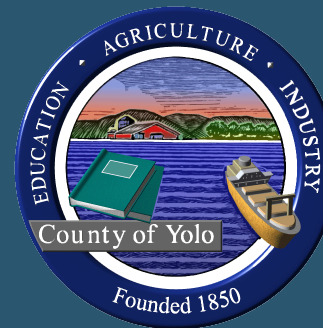
County Counsel
Department of Community Services

Attachments

- Att. A. Presentation
- Att. B. Governance Models Analysis

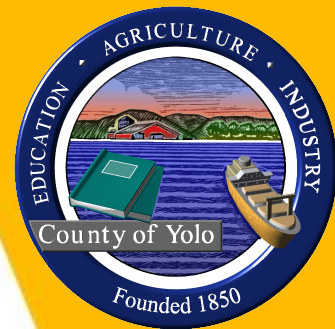
Form Review

Inbox	Reviewed By	Date
Yen Nguyen (Originator)	Yen Nguyen	02/02/2026 05:52 PM
Mark Bryan	Mark Bryan	02/03/2026 09:32 AM
County Counsel	Phil Pogledich	02/05/2026 12:15 PM
Michael Webb	Michael Webb	02/05/2026 01:01 PM
Cindy Perez	Cindy Perez	02/05/2026 01:26 PM
Yen Nguyen (Originator)	Yen Nguyen	02/05/2026 03:55 PM
Cindy Perez	Cindy Perez	02/05/2026 04:22 PM
Cindy Perez	Mark Bryan	02/05/2026 04:33 PM
Form Started By: Yen Nguyen		Started On: 10/21/2025 02:13 PM



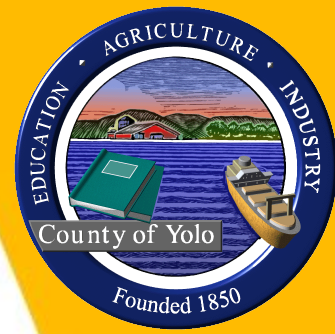
Yolo County Animal Services Operational JPA Analysis

**Yolo County Administrator's Office
March 17, 2026**



Overview

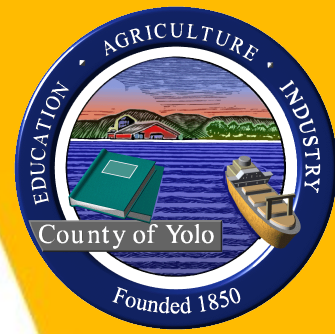
1. Background and Previous Efforts
2. JPA Governance Models
3. Cost Comparisons
4. RFI
5. Next Steps



Background

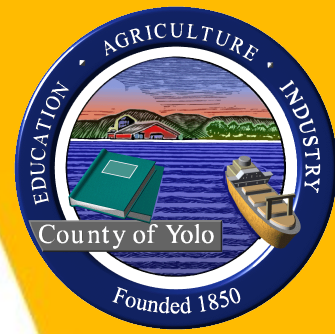
- **2012** – LAFCo hired Animal Protection League to complete study to review animal services and determine the most effective governance model.
- **2013** – LAFCo commissioned study of Yolo County Animal Services, completed by UCD Koret Shelter Medical Program, to complete a governance analysis based on operational needs.
- **2018/2019** – Animal Shelter Working Group met to discuss governance structure, which formed the planning agency JPA.
- **May 2025** – BOS directed CAO to complete JPA analysis.

JPA Governance Models



Model	Details/Features	Examples
Status Quo	Each jurisdiction contracts with the County to provide sheltering and field services	Contra Costa County Animal Services
JPA contract with County	The JPA contracts with Yolo County for both sheltering and field services with a sheltering facility and animal control staff already in place	Stanislaus Animal Services Agency
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FY 2025 Operational Costs Comparison

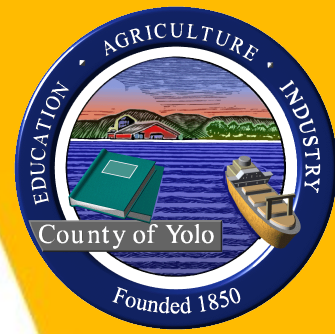


Comparative Analysis of Operational Costs from Similar/Neighboring Jurisdictions

Jurisdiction	Annual Budget (FY2025)	Population Served	Area Served (sq mi)	Per Capita Costs	Median Household Income	FTEs
Yolo County	\$5,032,358.00	225,251	1015	\$22.34	\$88,818.00	22
City of Sacramento	\$9,233,229.00	520,407	99	\$17.74	\$80,254.00	63
Sacramento County (unincorporated areas of Sacramento County and the Cities of Citrus Heights and Galt)	\$21,641,015.00	718,000	735	\$30.14	\$88,724.00	67
San Luis Obispo County	\$5,333,160.00	278,348	3299	\$19.16	\$90,216.00	24.5
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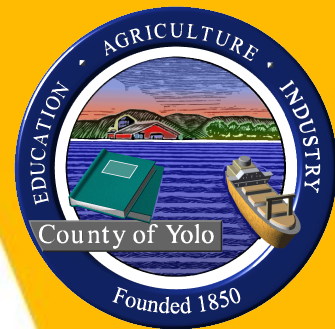
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FY 2025 Operational Costs Comparison



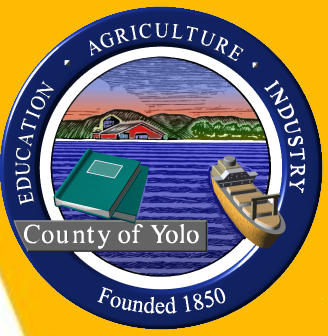
Organization	Governance Model	Annual Budget	Population Served	Per Capita Costs	FTEs
Yolo County Animal Services		\$5,032,358.00	225,251	\$22.34	22
Sonoma County Animal Services	Status Quo	\$6,700,000.00	305,000	\$21.97	63
Stanislaus Animal Services Agency*	JPA Contract with County	\$6,642,750.00	548,701	\$12.11	38
ARC of the Inland Empire	Self-Sufficient JPA	\$6,833,450.00	315,000	\$21.69	34
Average		\$ 6,302,139.50	348,488	\$19.53	
Median		\$ 6,671,375.00	310,000	\$21.83	

*The City of Modesto, the largest city in Stanislaus County with a population of approximately 218,000, operates field services through their police department.



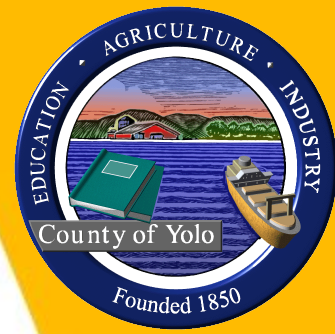
Request for Information

- Timeline
 - Released August 25, 2025
 - Original deadline October 23, 2025
 - Extended deadline November 20, 2025
- The County received 4 submissions and a letter of interest from UC Davis School of Veterinary Medicine.



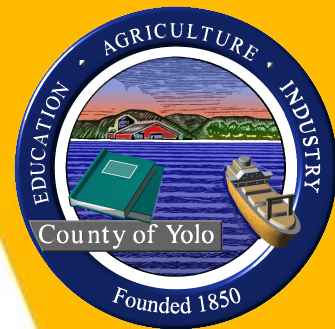
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Respondent	Details
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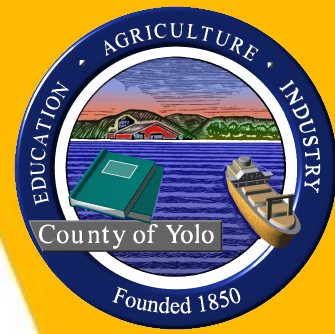
Analysis Findings

- The per capita costs of Yolo County's animal services operation is in line with the per capita costs of local jurisdictions, including those with an operational JPA and private, non-profit partners.
- The administration of multiple decentralized contracts, e.g. hybrid JPA model, may be a challenge and less cost-efficient.
- There is currently limited operational capacity for non-profit organizations interested in partnering with the County in providing animal services.



Governance Structure Considerations

If the JPA Board is interested in pursuing an operational JPA model for animal services, the most expeditious approach would be for an operational JPA to contract with the County for continuity of services due to the current capacity of private, nonprofit organizations. This option would also likely have lower start-up costs than other models and would not preclude the possibility of other JPA models being considered in the future.



Next Steps

- JPA Board Members report to their governing boards & provide feedback
- County staff to present to the Board of Supervisors on animal services operations in March
- Potentially transition from Planning JPA to Operational JPA