

AGENDA CITY OF WATSONVILLE CITY COUNCIL MEETING



Opportunity Through Diversity; Unity Through Cooperation.

Working with our community to create positive impact through service with heart.

***Mayor Jimmy Dutra, District 6
Ari Parker Mayor Pro Tempore, District 7***

***Eduardo Montesino, Council Member, District 1
Aurelio Gonzalez, Council Member, District 2
Lowell Hurst, Council Member, District 3
Francisco Estrada, Council Member, District 4
Rebecca J. Garcia, Council Member, District 5***

***Matthew D. Huffaker, City Manager
Alan J. Smith, City Attorney
Beatriz Vázquez Flores, City Clerk***

Remote Teleconference Meeting

<https://cityofwatsonville-org.zoomgov.com/j/1604661504>

Or iPhone one-tap: US: +16692545252,,1604661504# or +16692161590,,1604661504#

Or Telephone: US: +1 669 254 5252 or +1 669 216 1590 or +1 646 828 7666

Webinar ID: 160 466 1504

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, the Santa Cruz County Health Officer Extended and Modified Shelter in Place Orders, and the Governor's Executive Orders N-25-20 and N-29-20, that allows attendance by members of the City Council, City staff, and the public to participate and the Council to conduct the meeting by teleconference, videoconference, or both.

Meetings are streamed live via the City's website. Meeting are also televised live on Charter Cable Communications Channel 70 and AT&T Channel 99.

HOW TO VIEW THE MEETING: There is no physical location from which members of the public may observe the meeting. Please view the meeting which is being televised at Channel 70 (Charter) and Channel 99 (AT&T) and video streamed at <https://www.cityofwatsonville.org/2123/City-Council-Agendas-Minutes>.

HOW TO PARTICIPATE BEFORE THE MEETING: Members of the public are encouraged to submit written comments by emailing citycouncil@cityofwatsonville.org. All comments will be part of the meeting record. Emails received three hours before the meeting may not be uploaded to the Agenda and may not be seen by the Council or staff. They will be added to the agenda the day after the meeting.

HOW TO PARTICIPATE DURING THE MEETING: Members of the public are encouraged to join the meeting through Zoom Webinar from their computer, tablet or smartphone at:

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Or Telephone: US: +1 669 254 5252 or +1 669 216 1590 or +1 646 828 7666

Webinar ID: 160 466 1504 to express their comments.

For information regarding this agenda, please call the City Clerk's Office at (831) 768-3040.

SPANISH INTERPRETATION AVAILABLE VIA THE ZOOM WEBINAR

Americans with Disabilities Act

The Council Chambers is an accessible facility. If you wish to attend a meeting and you will require assistance in order to attend and/or participate, please call the City Clerk's Office at least three (3) business days in advance of the meeting to make arrangements. The City of Watsonville TDD number is (831) 763-4075.





**AGENDA
CITY OF WATSONVILLE
CITY COUNCIL MEETING**

Opportunity Through Diversity; Unity Through Cooperation.

Tuesday, May 11, 2021, 4:00 p.m.

Pages

1. CLOSED SESSION CORRESPONDENCE (IF ANY)

2. CLOSED SESSION

CLOSED SESSION ANNOUNCEMENT:

PUBLIC COMMENTS REGARDING THE CLOSED SESSION AGENDA WILL ONLY BE ACCEPTED BY THE CITY COUNCIL AT THIS TIME.

The City Council of the City of Watsonville will recess to Closed Session to discuss the matters that follow:

2.a. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Government Code Section 54956.9(a))

1) Name of Case: The Estate of Robert Castillo and Guadalupe Castillo, individually and as heir to the Estate of Robert Castillo v City of Watsonville et al. - United States District Court, Northern District (Case Number: 20-CV04395-VKD)

2) Name of Case: Janice Guy v City of Watsonville - Santa Cruz Superior Court (Case Number: 20CV01851)

2.b. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

(Government Code Section 54956.9(b))

Initiation of litigation pursuant to subdivision (c) of Section 54956.9:

[1 case]

2.c. CONFERENCE WITH LABOR NEGOTIATOR

(Government Code Section 54957.6)

Agency negotiator: Nathalie Manning, Matt Huffaker, Mike McDougall

Employee organization: Confidential, Fire Management, IAFF Local 1272 (Fire), Management, Mid-Management, Police Management, Service Employees International Union, Local 521 Clerical Technical (SEIU)

2.d. PERSONNEL MATTERS
(Government Code Section 54957)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Manager & City Clerk

CITY COUNCIL RESUMES AT 5:30 P.M.

3. ROLL CALL

4. PLEDGE OF ALLEGIANCE

5. INFORMATION ITEMS

5.a. REPORT OF DISBURSEMENTS

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**5.b. WRITTEN REPORTS BY COUNCIL MEMBERS REGARDING ACTIONS
TAKEN ON THEIR REGIONAL COMMISSIONS/BOARD MEETINGS THAT
MAY AFFECT THE CITY OF WATSONVILLE**
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION MAY
MEETING HIGHLIGHTS (Council Member Gonzalez)

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6. PRESENTATIONS & ORAL COMMUNICATIONS

This time is set aside for members of the general public to address the Council on any item not on the Council Agenda, which is within the subject matter jurisdiction of the City Council. No action or discussion shall be taken on any item presented except that any Council Member may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to Council will be noted in the minutes and may be scheduled for discussion at a future meeting or referred to staff for clarification and report. ALL SPEAKERS ARE ASKED TO ANNOUNCE THEIR NAME IN ORDER TO OBTAIN AN ACCURATE RECORD FOR THE MINUTES.

6.a. ORAL COMMUNICATIONS FROM THE PUBLIC (2 MINUTES EACH)

6.b. ORAL COMMUNICATIONS FROM THE COUNCIL (2 MINUTES EACH)

6.c. REPORT OUT OF CLOSED SESSION

6.d. MAYOR'S PROCLAMATION RECOGNIZING ROCKY & RU PATEL
MAYOR'S PROCLAMATION RECOGNIZING ROCKY & RU PATEL FOR
THEIR MANY DELICIOUS CONTRIBUTIONS TO THE LOCAL
GASTRONOMY AS WELL AS THEIR COMMITMENT TO THE COMMUNITY

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**6.e. MAYOR'S PROCLAMATION RECOGNIZING MARCELINO BAYUGA & HBJ
ORIENTAL STORE & FOOD TO GO**
MAYOR'S PROCLAMATION RECOGNIZING MARCELINO BAYUGA & HBJ
ORIENTAL STORE & FOOD TO GO FOR PROVIDING THIS
INTERNATIONAL CUISINE TO THE CITY, WITH WISHES FOR THEM TO
CONTINUE BEING A PART OF THE COMMUNITY FOR MANY YEARS TO
COME

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7. REPORTS TO COUNCIL -- No Action Required

7.a. CITY MANAGER'S UPDATE REPORT 50

8. CONSENT AGENDA

All items appearing on the Consent Agenda are recommended actions which are considered to be routine and will be acted upon as one consensus motion. Any items removed will be considered immediately after the consensus motion. The Mayor will allow public input prior to the approval of the Consent Agenda.

PUBLIC INPUT (2 MINUTES EACH)

8.a. MOTION APPROVING MINUTES OF APRIL 27 & 30, 2021 65

8.b. WATSONVILLE SLOUGH CONNECTOR TRAIL PROJECT AT RAMSAY PARK (Recommended by Parks & Community Services Director Calubaquib) 79
RESOLUTION APPROVING PLANS AND SPECIFICATIONS & CALLING FOR BIDS FOR THE WATSONVILLE SLOUGH CONNECTOR TRAIL PROJECT AT RAMSAY PARK PROJECT NO. PK-21-01 (ESTIMATED COST OF \$2,384,190: \$751,190 WILL BE FUNDED FROM THE URBAN GREENING SPECIAL GRANTS FUND, \$200,000 FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND, \$95,000 FROM THE CANNABIS MEASURE M FUND, \$150,000 FROM THE PARK DEVELOPMENT FUND, & \$1,188,000 FROM THE GENERAL FUND)

8.c. FIRST AMENDMENT TO CONTRACT WITH PAJARO VALLEY UNIFIED SCHOOL DISTRICT (Recommended by Parks & Community Services Director Calubaquib) 83
RESOLUTION APPROVING FIRST AMENDMENT TO CONSULTANT SERVICE AGREEMENT WITH PÁJARO VALLEY UNIFIED SCHOOL DISTRICT TO PROVIDE THE CITY'S EXCEL IN PLACE PROGRAM, INCREASING COMPENSATION IN AN AMOUNT NOT TO EXCEED \$25,000, & EXTENDING THE CONTRACT TERM TO JUNE 30, 2021

8.d. CONTRACT WITH GRANITE ROCK COMPANY (Recommended by Public Works & Utilities Director Palmisano) 98
RESOLUTION AWARDING \$734,555.50 BID TO GRANITE ROCK COMPANY FOR THE LINCOLN STREET SAFETY IMPROVEMENTS PROJECT NO. ST-20-03 & AUTHORIZING \$100,000 BUDGET APPROPRIATIONS FROM THE GAS TAX FUND, \$140,000 FROM THE SB1-GAS TAX FUND, & \$159,555.50 FROM THE MEASURE D-TRANSPORTATION FUND (ESTIMATED COST OF \$734,555.50: \$340,000 WILL BE FUNDED FROM THE ACTIVE TRANSPORTATION PLAN GRANT FUND, \$100,000 FROM THE GAS TAX FUND, \$140,000 FROM THE SB1-GAS TAX FUND, & \$159,555.50 FROM THE MEASURE D-TRANSPORTATION FUND)

8.e. LICENSE & AGREEMENT WITH WATSONVILLE YOUTH BASEBALL (Recommended by Parks & Community Services Director Calubaquib) 103
RESOLUTION APPROVING A ONE-YEAR LICENSE AND AGREEMENT WITH WATSONVILLE YOUTH BASEBALL FOR THE USE OF PINTO LAKE PARK BASEBALL FIELD COMMENCING ON APRIL 1, 2021, & ENDING

JOINT COUNCIL/SUCCESSOR AGENCY MEETING

- 8.f. **IMPACT FEES & SUCCESSOR HOUSING AGENCY APPROPRIATIONS** 118
(Recommended by Administrative Services Director Czerwin)
JOINT RESOLUTION OF THE CITY COUNCIL & SUCCESSOR AGENCY OF
THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF
WATSONVILLE AMENDING THE 2020-2021 BUDGET TO AUTHORIZE
\$2,947,095.50 BUDGET APPROPRIATION TO ALLOW TRANSFER
BETWEEN FUNDS TO CORRECT NEGATIVE CASH BALANCES &
TRANSFER CORRECTION TO THE REDEVELOPMENT AGENCY FUND
9. **ITEMS REMOVED FROM CONSENT AGENDA**
PUBLIC INPUT (2 MINUTES EACH)

CITY COUNCIL MEETING

10. **PUBLIC HEARINGS, ORDINANCES, & APPEALS**
- 10.a. **CONSIDERATION OF 2021-2022 COMMUNITY DEVELOPMENT BLOCK** 124
GRANT ANNUAL ACTION PLAN (Recommended by Community
Development Director Merriam)
1) Staff Report by Housing Manager Landaverry & Administrative Analyst Paz
2) City Council Clarifying & Technical Questions
3) Public Hearing
4) Motion Whether to Approve Staff Recommendation
5) City Council Deliberation on Motion
6) RESOLUTION APPROVING COMMUNITY DEVELOPMENT BLOCK
GRANT ("CDBG") ANNUAL ACTION PLAN FOR FISCAL YEAR 2021-2022 &
AUTHORIZING THE CITY MANAGER TO SUBMIT SAME TO THE UNITED
STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR
APPROVAL, WITH ANY POSSIBLE ADJUSTMENTS TO THE FUNDING
LEVELS, AND WITH CLARIFYING AND/OR NON-SUBSTANTIVE
MODIFICATIONS, AS NECESSARY
11. **NEW BUSINESS**
- 11.a. **CONSIDERATION OF CONTRACT FOR SITE SERVICE AGREEMENT** 341
WITH PÁJARO VALLEY UNIFIED SCHOOL DISTRICT IFOR THE CITY'S
ENVIRONMENTAL SCIENCE WORKSHOP TO OPERATE DROP-IN
SCIENCE PROGRAMMING (Recommended by Public Works & Utilities
Director Palmisano)
1) Staff Report by Environmental Science Workshop Coordinator Gertler
2) City Council Clarifying & Technical Questions
3) Public Input
4) Motion Whether to Approve Staff Recommendation
5) City Council Deliberation on Motion

6) RESOLUTION APPROVING A \$200,000 SITE SERVICES AGREEMENT WITH PÁJARO VALLEY UNIFIED SCHOOL DISTRICT, FOR THE CITY'S ENVIRONMENTAL SCIENCE WORKSHOP TO OPERATE DROP-IN SCIENCE PROGRAMMING AT ITS THREE LOCATIONS: RIVER PARK, MARINOVICH COMMUNITY CENTER, AND THE MOBILE SCIENCE VAN, COMMENCING ON APRIL 28, 2021, AND ENDING JUNE 30, 2021; AND APPROPRIATING SUCH FUNDS TO THE SPECIAL GRANTS FUND

- 11.b. **CONSIDERATION OF CONTRACTS WITH DAVEY RESOURCE GROUP & WATSONVILLE WETLANDS WATCH REGARDING THE URBAN FOREST MANAGEMENT PLAN (Recommended by Parks & Community Services Director Calubaquib)** 364
- 1) Staff Report by Assistant Parks & Community Services Director Heistein
 - 2) City Council Clarifying & Technical Questions
 - 3) Public Input
 - 4) Motion Whether to Approve Staff Recommendation
 - 5) City Council Deliberation on Motion
 - 6) RESOLUTION AWARDING CONTRACT TO DAVEY RESOURCE GROUP, INC., TO ASSIST THE CITY IN DEVELOPING AN URBAN FOREST MANAGEMENT PLAN, TREE PROTECTION ORDINANCE, & OTHER RELATED SERVICES TO MEET THE REQUIREMENTS OF A CAL FIRE FUNDED GRANT PROJECT, IN AN AMOUNT NOT TO EXCEED \$268,664; AUTHORIZING A BUDGET APPROPRIATION OF \$268,664 FROM THE SPECIAL GRANTS FUND
 - 7) RESOLUTION APPROVING CONTRACT WITH WATSONVILLE WETLANDS WATCH TO SUPPORT THE CITY WITH TREE PLANTING, URBAN FOREST MANAGEMENT PLAN DEVELOPMENT & GRANT ADMINISTRATION/REPORTING TO MEET GRANT PROJECT OBJECTIVES FOR THE WATSONVILLE COMMUNITY FORESTRY PROJECT, IN AN AMOUNT NOT TO EXCEED \$349,800 & AUTHORIZING BUDGET APPROPRIATION OF AN AMOUNT NOT TO EXCEED \$349,800 FROM THE SPECIAL GRANTS FUND

- 11.c. **STUDY SESSION WITH COMMUNITY & COUNCIL REGARDING CATERING TRUCKS** 537
- 1) Presentation by Community Development Director Merriam & Police Captain Zamora
 - 2) City Council Clarifying & Technical Questions
 - 3) Public Input
 - 4) Appropriate Motion (if any)

12. **EMERGENCY ITEMS ADDED TO AGENDA**

13. **REQUESTS & SCHEDULING FUTURE AGENDA ITEMS**

14. **ADJOURNMENT**

This agenda was posted in accordance to the California Brown Act. The agenda packet

can be accessed on the City of Watsonville website
at <https://www.cityofwatsonville.org/2123/City-Council-Agendas-Minutes>

Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office (275 Main Street, 4th Floor) during normal business hours.

Such documents are also available on the City of Watsonville website
at: <https://www.cityofwatsonville.org/2123/City-Council-Agendas-Minutes> subject to staff's ability to post the document before the meeting.

CITY OF WATSONVILLE
FINANCE DEPARTMENT
SUMMARY OF DISBURSEMENTS
WARRANT REGISTER DATED 04/24/2021 to 05/07/2021

FUND NO.	FUND NAME	AMOUNT
130	EMPLOYEE CASH DEDUCTIONS FUND	725,593.95
150	GENERAL FUND	118,289.48
202	RDA OBLIGATION	121.88
204	RDA HOUSING	5,646.34
221	INCLUSIONARY HOUSING	2,500.00
246	CIVIC CENTER COMMON AREA	31,322.83
250	LIBRARY FUND	45,140.33
260	SPECIAL GRANTS	50,747.57
281	PARKS DEVELOPMENT FUND	333.75
291	CANNABIS FUND	12,994.89
305	GAS TAX	9,969.85
309	PARKING GARAGE FUND	4,833.05
310	SALES TAX MEASURE G	96,710.33
354	SPECIAL DISTRICT FUNDS	35.13
357	UNDERGROUND UTILITIES FUND	3,107.50
710	SEWER SERVICE FUND	325,937.42
720	WATER OPERATING FUND	320,265.30
730	AIRPORT ENTERPRISE FUND	72,679.52
740	WASTE DISPOSAL FUND	227,656.08
765	COMPUTER REPLACEMENT FUND	4,672.11
780	WORKER'S COMP/LIABILITY FUND	54,903.29
787	HEALTH INSURANCE FUND POOL	16,972.10
790	INNOVATION AND TECHNOLOGY	98,309.07
TOTAL		2,228,741.77
TOTAL ACCOUNTS PAYABLE 04/24/2021 to 05/07/2021		<u>1,503,147.82</u>
PAYROLL INVOICES		<u>725,593.95</u>
TOTAL OF ALL INVOICES		<u>2,228,741.77</u>

Check Register

For the Period 4/24/2021 through 5/7/2021

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0130	AFLAC	44114	5/7/2021	75459	Payroll Run 1 - Warrant 210507	\$9,509.68
	BENEFIT COORDINATORS CORPORATION	44115	5/7/2021	75443	Payroll Run 1 - Warrant 210507	\$3,833.19
	CA STATE DISBURSEMENT UNIT	724	5/7/2021	75461	Payroll Run 1 - Warrant 210507	\$4,139.65
	CINCINNATI LIFE INSURANCE CO	44116	5/7/2021	75458	Payroll Run 1 - Warrant 210507	\$45.13
	CITY EMPLOYEES ASSOCIATION	44117	5/7/2021	75445	Payroll Run 1 - Warrant 210507	\$435.00
	COLONIAL LIFE & ACCIDENT INS	44118	5/7/2021	75446	Payroll Run 1 - Warrant 210507	\$198.40
	COUNTY OF SANTA CRUZ-SHERIFF-CORONER	44119	5/7/2021	75447	Payroll Run 1 - Warrant 210507	\$617.56
	ICMA RETIREMENT TRUST 457	722	5/7/2021	75448	Payroll Run 1 - Warrant 210507	\$49,748.87
		723	5/7/2021	75463	Payroll Run 1 - Warrant 210507	\$2,703.88
	OPERATING ENGINEERS LOCAL #3	44120	5/7/2021	75449	Payroll Run 1 - Warrant 210507	\$5,610.00
	PRE-PAID LEGAL SERVICES INC.	44121	5/7/2021	75462	Payroll Run 1 - Warrant 210507	\$207.20
	PROF FIRE FIGHTERS-WATSONVILLE	44122	5/7/2021	75450	Payroll Run 1 - Warrant 210507	\$2,210.00
	PUBLIC EMP RETIREMENT SYSTEM	727	5/7/2021	75451	Payroll Run 1 - Warrant 210507	\$275,568.48
	SALLY MCCOLLUM	44123	5/7/2021	75444	Payroll Run 1 - Warrant 210507	\$500.00
	SECOND HARVEST FOOD BANK	44124	5/7/2021	75452	Payroll Run 1 - Warrant 210507	\$42.00
	SEIU LOCAL 521	44126	5/7/2021	75464	Payroll Run 1 - Warrant 210507	\$35.00
		44125	5/7/2021	75453	Payroll Run 1 - Warrant 210507	\$1,269.01
	STATE OF CALIFORNIA TAX BOARD	44127	5/7/2021	75455	Payroll Run 1 - Warrant 210507	\$344.99
	WAGeworks INC	44128	5/7/2021	75460	Payroll Run 1 - Warrant 210507	\$3,908.62
	WATSONVILLE POLICE ASSOCIATION	44129	5/7/2021	75456	Payroll Run 1 - Warrant 210507	\$7,504.00
	WIRE TRANSFER-IRS	726	5/7/2021	75457	Payroll Run 1 - Warrant 210507	\$298,313.44

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0130	WIRE TRANSFER-STATE OF CALIFORNIA	725	5/7/2021	75454	Payroll Run 1 - Warrant 210507	\$58,849.85
	Fund Total					\$725,593.95
0150	A TOOL SHED RENTALS, INC.	43853	4/27/2021	1487909-6	EQUIOMENT RENTAL	\$140.31
	AA AUTO COLLISION CENTER	43855	4/27/2021	7947	VEHICLE SERVICE	\$613.50
	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$373.07
		43857	4/27/2021	03/31/2021	SUPPLIES	\$82.98
		43857	4/27/2021	03/31/2021	SUPPLIES	\$21.84
		43857	4/27/2021	03/31/2021	SUPPLIES	\$15.27
		43857	4/27/2021	03/31/2021	SUPPLIES	\$23.99
		43857	4/27/2021	03/31/2021	SUPPLIES	\$20.74
		43857	4/27/2021	03/31/2021	SUPPLIES	\$19.66
		43857	4/27/2021	03/31/2021	SUPPLIES	\$52.19
		43857	4/27/2021	03/31/2021	SUPPLIES	\$89.52
		43857	4/27/2021	03/31/2021	SUPPLIES	\$208.22
		43857	4/27/2021	03/31/2021	SUPPLIES	\$511.15
		43857	4/27/2021	03/31/2021	SUPPLIES	\$68.49
		43857	4/27/2021	03/31/2021	SUPPLIES	\$25.63
		43857	4/27/2021	03/31/2021	SUPPLIES	\$61.13
		43857	4/27/2021	03/31/2021	SUPPLIES	\$42.55
		43857	4/27/2021	03/31/2021	SUPPLIES	\$184.72
		43857	4/27/2021	03/31/2021	SUPPLIES	\$75.33
	AIR EXCHANGE, INC.	43862	4/27/2021	91603280	Plymovent repairs at Station 1	\$1,069.07
	AT&T	44102	5/5/2021	292375992-4/24/2021	SERVICE	\$191.49

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	BAKER & TAYLOR BOOKS	43874	4/27/2021	L4414254-03/31/21	BOOKS	\$98.61
		43874	4/27/2021	L5858864-03/31/2021	BOOKS	\$823.22
		43874	4/27/2021	F9180605-03/31/2021	BOOKS	\$439.19
		43874	4/27/2021	L4417824-3/31/21	BOOKS	\$279.40
		43874	4/27/2021	L1073594-3/31/21	BOOKS	\$2,268.13
		43874	4/27/2021	L4247564-3/31/21	BOOKS	\$233.06
		43874	4/27/2021	CO116843-3/31/21	BOOKS	\$219.35
		43874	4/27/2021	L4319434-3/31/21	BOOKS	\$363.64
	BEHAVIORDATA, INC.	43875	4/27/2021	13403	CONSULTANT SERVICES	\$1,800.00
	BEST DOORS INC.	43877	4/27/2021	1206	Repair Bay Doors at ST2	\$850.00
	BILL FANNIN FENCING	43878	4/27/2021	02/17/2021	SERVICE CALL	\$839.00
	BOUND TREE MEDICAL LLC	43879	4/27/2021	83982764	EMS Supplies	\$64.38
		43879	4/27/2021	83990494	EMS Supplies	\$78.41
	BRYCE CONSULTING INC.	43884	4/27/2021	3695	COMPENSATION STUDY	\$4,250.00
	BURTON'S FIRE APPARATUS, INC.	43887	4/27/2021	51988	PART-SWITCH	\$89.49
	C & N TRACTOR	43888	4/27/2021	03/30/2021	PARTS	\$2,424.28
	CALIFORNIA COAST UNIFORM COMPANY	43889	4/27/2021	8621	UNIFORM	\$222.00
		43889	4/27/2021	29100	Uniform Hat for Muhoberac	\$130.75
	CARLON'S FIRE EXTINGUISHER SALES & SERVICE	43893	4/27/2021	213138	Hydro Test SCBA's	\$902.50
	CARROT-TOP INDUSTRIES	43896	4/27/2021	49326500	49326500 RAINBOW FLAG	\$54.89
	CENTER POINT LARGE PRINT	43898	4/27/2021	1837368	BOOKS	\$142.92
	CENTRAL COAST AUTOBODY PAINT & SUPPLIES	43899	4/27/2021	127991	Apparatus detail spray for St1 and St2	\$43.59
	CHARTER COMMUNICATIONS	43905	4/27/2021	0002463041521	SERVICE	\$140.81

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	CHARTER COMMUNICATIONS	43905	4/27/2021	0002463041521	SERVICE	\$203.39
		43905	4/27/2021	0002463041521	SERVICE	\$30.94
	CHAZ TOWING	43907	4/27/2021	75063	TOW SERVICES	\$54.00
	COASTWIDE ENVIRONMENTAL, INC.	43912	4/27/2021	11337-1	Paint Removal at Civic Plaza P	\$22,200.00
	COLEY HEATH, ANITA	43913	4/27/2021	1007	PUBLIC SAFETY BACKGROUND INVESTIGATION	\$1,450.00
		43913	4/27/2021	1008	PUBLIC SAFETY BACKGROUND INVESTIGATION	\$1,450.00
		43913	4/27/2021	1009	PUBLIC SAFETY BACKGROUND INVESTIGATION	\$1,450.00
	COPWARE, INC.	43914	4/27/2021	85555	OFFICERS SOURCEBOOK RENEWAL 06/01/2021-05/30/2022	\$1,500.00
	COUNTY OF SANTA CRUZ-CLERK OF THE BOARD	43915	4/27/2021	03-22-2021	FILING FEE FOR NOTICE OF EXEMPTION FOR 906 EAST LA	\$50.00
	CRIME SCENE CLEANERS INC	43918	4/27/2021	80622	CLEANING SERVICE FOR UNIT #04	\$250.00
		43918	4/27/2021	80621	CLEANING SERVICE	\$125.00
	CRUZIO/THE INTERNET STORE INC.	43919	4/27/2021	B24704-373	DSL CHARGES FOR VARIOUS SITES FROM 05/01/-05/30/21	\$139.90
		43919	4/27/2021	B24704-373	DSL CHARGES FOR VARIOUS SITES FROM 05/01/-05/30/21	\$69.95
		43919	4/27/2021	B24704-373	DSL CHARGES FOR VARIOUS SITES FROM 05/01/-05/30/21	\$74.95
		43919	4/27/2021	B24704-373	DSL CHARGES FOR VARIOUS SITES FROM 05/01/-05/30/21	\$99.95
	DEPARTMENT OF JUSTICE	43924	4/27/2021	503258	DOJ FINGERPRINTING	\$573.00
	EDUARDO VALADEZ	43928	4/27/2021	0079	SERVICE TO UNITS #02 AND #04	\$1,264.40
	ENVISIONWARE, INC.	43930	4/27/2021	INV-US-52451	ANNUAL MAINTENANCE/SUBSCRIPTION	\$725.00
	EWING IRRIGATION PRODUCTS, INC.	43931	4/27/2021	13856675	SUPPLIES	\$332.15
	FASTENAL COMPANY	43932	4/27/2021	CAWAT114319	SUPPLIES	\$41.48
		43932	4/27/2021	CAWAT114693	GARBAGE CAN LINERS	\$256.36

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	FASTENAL COMPANY	43932	4/27/2021	CAWAT114665	SUPPLIES	\$437.00
	FINDAWAY WORLD LLC	43934	4/27/2021	345456	BOOKS	\$315.68
	FIRST ALARM, INC.	43936	4/27/2021	608353	ALARM MONITORING FOR LIBRARY	\$267.51
		43936	4/27/2021	600730	ALARM MONITORING	\$311.85
		43936	4/27/2021	604633	ALARM MONITORING	\$353.83
		43936	4/27/2021	604632	JOB INSTALL	\$593.30
	FUENTEZ, BRYAN	43940	4/27/2021	TUITION REIMB 4/2021	WPD- TUITION REIMBURSEMENT	\$705.00
	GALE CENGAGE LEARNING	43941	4/27/2021	73988369	BOOKS	\$111.40
		43941	4/27/2021	73980049	BOOKS	\$26.97
	GIS PLANNING, INC.	43943	4/27/2021	2120703598	Zoom Prospect Website for Economic Development	\$6,360.00
	GRANITE ROCK COMPANY	43945	4/27/2021	1293841	FILL SAND	\$27.53
	GREEN RUBBER-KENNEDY AG	43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$220.83
	GREY HOUSE PUBLISHING	43949	4/27/2021	966946	BOOKS	\$149.60
	HOME DEPOT CREDIT SERVICES	44106	5/5/2021	04/13/2021	SUPPLIES	\$90.94
		44106	5/5/2021	04/13/2021	SUPPLIES	\$313.72
		44106	5/5/2021	04/13/2021	SUPPLIES	\$77.85
		44106	5/5/2021	04/13/2021	SUPPLIES	\$34.92
		44106	5/5/2021	04/13/2021	SUPPLIES	\$109.82
		44106	5/5/2021	04/13/2021	SUPPLIES	\$107.07
		44106	5/5/2021	04/13/2021	SUPPLIES	\$34.93
		44106	5/5/2021	04/13/2021	SUPPLIES	\$108.00
		44106	5/5/2021	04/13/2021	SUPPLIES	\$14.73
		43955	4/27/2021	189775	189775 OUR TOWN INSERTION FEE MARCH 2021	\$120.46
	JOHNSON, ROBERTS, & ASSOC, INC.	43957	4/27/2021	145209	PHQ REPORTS	\$87.50

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	LENOVO INC.	43966	4/27/2021	6457021354	NEW LAPTOP FOR LIB DEPT	\$1,992.26
	MID VALLEY SUPPLY	43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$703.88
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$173.20
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$767.77
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$272.66
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$88.17
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$684.93
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$142.44
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$1,245.15
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$610.78
	MIDWEST TAPE	43974	4/27/2021	500201318	BOOKS	\$63.83
	MISSION LINEN SUPPLY	43975	4/27/2021	292108-03/31/2021	UNIFORM RENTAL AND LAUNDRY SER	\$75.40
	OLSON REMCHO LLP	43983	4/27/2021	348505	LEGAL SERVICES FOR REDISTRICTI	\$255.00
	ONE TIME VENDOR	43989	4/27/2021	09-2018-007697	REFUND- GYMNASTICS FOR JOSEPHINE MARTINEZ	\$28.00
		43985	4/27/2021	26394123	REFUND- SPRING 2020 COMP SOCCER	\$150.00
		43993	4/27/2021	26439591	REFUND- SPRING 2020 COMP. SOCCER	\$150.00
		43994	4/27/2021	26105631	REFUND- PINTO LAKE RV RESERVATION CANCELLATION	\$265.00
		43990	4/27/2021	26440254	REFUND- SPRING 2020 COMP SOCCER	\$150.00
		43986	4/27/2021	26464943	REFUND- PINTO LAKE RV RESERVATION	\$265.00
		43987	4/27/2021	26462163	REFUND- SPRING 2020 COMP. SOCCER	\$150.00
		43991	4/27/2021	10-2018-007906	REFUND- GYMNASTICS FOR GRACE CHENEY	\$16.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	ONE TIME VENDOR	43997	4/27/2021	26440850	REFUND- SPRING 2020 COMP. SOCCER	\$150.00
		43995	4/27/2021	26461608	REFUND- SPRING 2020 COMP. SOCCER	\$150.00
		43996	4/27/2021	11-2018-008108	REFUND- GYMNASTICS FOR LIZANYA INZUNIZ	\$14.00
		43988	4/27/2021	26392976	REFUND- SPRING 2020 COMP. SOCCER	\$150.00
		43992	4/27/2021	26466375	REFUND- SPRING 2020 COMP. SOCCER	\$150.00
	OSUNA AUTO ELECTRIC & SMALL ENGINE REPAIR	44000	4/27/2021	42179	SUPPLIES	\$60.03
	PACIFIC GAS & ELECTRIC	44004	4/27/2021	9656517006-3-4/16/	ELEC	\$13.22
		44011	4/27/2021	3653340008-5-4/20/	ELEC	\$25.04
		44013	4/27/2021	4048670603-5-4/20/	ELEC	\$20.92
		44014	4/27/2021	0418334151-2-4/19/	ELEC	\$1,520.76
		44003	4/27/2021	0951393634-5-4/16	ELEC	\$40.01
		44029	4/27/2021	4829825447-4-4/22/	ELEC	\$62.55
		44002	4/27/2021	1553836670-1-4/6	ELEC	\$703.15
		44002	4/27/2021	1553836670-1-4/6	ELEC	\$2,690.78
		44002	4/27/2021	1553836670-1-4/6	ELEC	\$6,511.75
		44002	4/27/2021	1553836670-1-4/6	ELEC	\$25.25
		44012	4/27/2021	9925942904-3-4/20/	ELEC	\$166.55
		44021	4/27/2021	7523404092-3-4/15/	ELEC	\$3,269.21
		44025	4/27/2021	4287605895-1-4/21/	ELEC	\$10.86

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	PACIFIC GAS & ELECTRIC	44026	4/27/2021	8480030300-4-4/22/	ELEC	\$781.00
		44028	4/27/2021	0458151262-3-4/22/	ELEC	\$539.76
	PAJARO VALLEY FABRICATION INC.	44032	4/27/2021	28782	PARTS	\$2,043.83
	PAJARO VALLEY LOCK SHOP	44033	4/27/2021	3/31/21	SUPPLIES & REPAIRS	\$281.24
		44033	4/27/2021	3/31/21	SUPPLIES & REPAIRS	\$151.09
		44033	4/27/2021	3/31/21	SUPPLIES & REPAIRS	\$752.29
		44033	4/27/2021	3/31/21	SUPPLIES & REPAIRS	\$23.53
	PICHARDO, CARMEN	44039	4/27/2021	04/12/2021	PCS- EXCEL IN PLACE PAPER PRODUCTS	\$125.21
	QUENCH USA, INC.	44043	4/27/2021	INV03053108	WATER SERVICE	\$15.03
		44043	4/27/2021	INV03053108	WATER SERVICE	\$15.03
		44043	4/27/2021	INV03053108	WATER SERVICE	\$15.03
		44043	4/27/2021	INV03053108	WATER SERVICE	\$15.00
	RECORDED BOOKS, INC.	44047	4/27/2021	76723137	LIBRARY MATERIALS	\$119.60
		44047	4/27/2021	76720724	620	\$170.43
	RICOH USA, INC	44049	4/27/2021	5061728567	MONTHLY MAINTENANCE COPIERS	\$9.63
		44049	4/27/2021	5061728567	MONTHLY MAINTENANCE COPIERS	\$9.63
		44049	4/27/2021	5061728567	MONTHLY MAINTENANCE COPIERS	\$6.42
		44049	4/27/2021	5061728567	MONTHLY MAINTENANCE COPIERS	\$6.42
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$25.55
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$271.03
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$616.34
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$68.20

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	RICOH USA, INC	44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$75.22
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$75.22
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$50.15
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$50.12
		44049	4/27/2021	5061730005	MONTHLY MAINTENANCE FOR COPIERS	\$89.52
	SECOND HARVEST FOOD BANK	44058	4/27/2021	COW DOANTIONS	DOANTIONS FROM CITY OF WATSONVILLE EMPLOYEES	\$202.71
	SHERWIN WILLIAMS	44060	4/27/2021	9609-4	PAINT	\$649.90
		44060	4/27/2021	9715-9	CREDIT FOR RETURNED SUPPLIES	(\$17.73)
	SHRED-IT USA	44062	4/27/2021	8181730881	SHREDDING SERVICES	\$36.01
		44062	4/27/2021	8181730881	SHREDDING SERVICES	\$81.30
		44062	4/27/2021	8181730881	SHREDDING SERVICES	\$70.52
		44062	4/27/2021	8181730881	SHREDDING SERVICES	\$81.55
		44062	4/27/2021	8181351766	SHREDDING SERVICES	\$33.89
		44062	4/27/2021	8181351766	SHREDDING SERVICES	\$155.17
		44062	4/27/2021	8181351766	SHREDDING SERVICES	\$68.23
		44062	4/27/2021	8181351766	SHREDDING SERVICES	\$76.93
	SLOAN SAKAI YEUNG & WONG LLP	44065	4/27/2021	45746	LEGAL SERVICES WITH LABOR AND	\$5,376.60
		44065	4/27/2021	45747	LEGAL SERVICES WITH LABOR AND	\$59.00
	STAPLES CREDIT PLAN	44112	5/5/2021	03/28/2021	OFFICE SUPPLIES	\$153.07
		44112	5/5/2021	03/28/2021	OFFICE SUPPLIES	\$27.85
	STREET SCENE ON & OFF ROAD PERFORMANCE,INC.	44073	4/27/2021	38264	VEHICLE SERVICE	\$2,867.52
	SUNSYSTEM TECHNOLOGY	44075	4/27/2021	039239	CITYWIDE SOLAR MAINTENANCE CON	\$887.13

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	SUPERIOR ALARM COMPANY	44076	4/27/2021	157014	ALARM SERVICE	\$273.00
		44076	4/27/2021	156916	ALARM MONITORING	\$79.50
		44076	4/27/2021	157107	ALARM SERVICES	\$363.00
		44076	4/27/2021	157018	ALARM SERVICES	\$231.00
	TERRA X PEST SERVICE, INC.	44081	4/27/2021	38914	3/22/21,INV#38914 - MAINTENANCE SERVICE	\$360.00
	T-MOBILE USA, INC.	44077	4/27/2021	9437544596	GPS	\$90.00
	TOWNSEND AUTO PARTS	44086	4/27/2021	04/01/2021	PARTS	\$28.22
		44086	4/27/2021	04/01/2021	PARTS	\$33.03
	TRI-COUNTY FIRE PROTECTION INC	44087	4/27/2021	55206	SERVICE TO UNITS #17, 33 AND 21	\$190.88
		44087	4/27/2021	55215	MAINT SERVICE	\$162.00
	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	5486-03/22/2021	MISC. PURCHASES	\$5.00
		44113	5/5/2021	5486-03/22/2021	MISC. PURCHASES	\$56.81
		44113	5/5/2021	5486-03/22/2021	MISC. PURCHASES	\$33.25
		44113	5/5/2021	2625-03/22/2021	.COM WEBSERVER RENEWAL	\$36.34
		44113	5/5/2021	2625-03/22/2021	UPS BATTERY FOR M. FERNANDEZ	\$36.49
		44113	5/5/2021	2625-03/22/2021	USB FLASH DRIVES FOR PROPERTY	\$51.63
		44113	5/5/2021	2625-03/22/2021	FLASH DRIVES FOR PROPERTY	\$38.85
		44113	5/5/2021	2625-03/22/2021	FLASH DRIVES FOR PROPERTY	\$37.69
		44113	5/5/2021	2625-03/22/2021	APC UPS FOR B. FULGONI	\$51.31
		44113	5/5/2021	2625-03/22/2021	BATTERIES FOR CLK	\$36.49
		44113	5/5/2021	8557-03/22/2021	OFFICE & COMPUTER SUPPLIES	\$12.86
		44113	5/5/2021	8557-03/22/2021	JOB ADVERTISEMENT: PRINCIPAL PLANNER	\$300.00
		44113	5/5/2021	8557-03/22/2021	JOB ADVERTISEMENT: PRINCIPAL PLANNER	\$75.00
		44113	5/5/2021	8557-03/22/2021	JOB ADVERTISEMENT: PRINCIPAL PLANNER	\$195.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	8557-03/22/2021	CCA: CONFERENCE REGISTRATION: IRWIN ORTIZ	\$125.00
		44113	5/5/2021	8557-03/22/2021	CCA: CONFERENCE REGISTRATION: BEATRIZ FLORES	\$125.00
		44113	5/5/2021	5716-03/22/2021	HAT BADGES	\$421.19
		44113	5/5/2021	5716-03/22/2021	UNIFORM PATCH	\$17.46
		44113	5/5/2021	8573-03/22/2021	ONLINE SUBSCRIPTION FEES: NY TIMES	\$4.00
		44113	5/5/2021	8573-03/22/2021	EVENT TICKET: WELL WEBINAR BAL ACT OF WATER & AG:	\$25.00
		44113	5/5/2021	8573-03/22/2021	EVENT TICKET: VIRTUAL MOTHER'S DAY RUN & WALK: JIM	\$44.06
		44113	5/5/2021	8573-03/22/2021	EVENT TICKET: VIRTUAL MOTHER'S DAY RUN & WALK: FRA	\$44.06
		44113	5/5/2021	8573-03/22/2021	EVENT TICKET: VIRTUAL MOTHER'S DAY RUN & WALK: LOW	\$44.06
		44113	5/5/2021	8573-03/22/2021	EVENT TICKET: VIRTUAL MOTHER'S DAY RUN & WALK: AUR	\$44.06
		44113	5/5/2021	6703-03/22/2021	CDD: ZONING CODE BOOK	\$50.74
		44113	5/5/2021	6703-03/22/2021	CM: COFFEE & DOUGHNUTS MTG W/ FINANCE	\$40.90
		44113	5/5/2021	6703-03/22/2021	CM: COFFEE & DOUGHNUTS MTG W/ FINANCE	\$17.95
		44113	5/5/2021	6703-03/22/2021	CM: COFFEE & DOUGHNUTS MTG W/ PCS	\$71.80
		44113	5/5/2021	6703-03/22/2021	CC MEETING SINNER: STAFF	\$65.23
		44113	5/5/2021	6703-03/22/2021	CM OFFICE SUPPLIES	\$121.39
		44113	5/5/2021	6703-03/22/2021	CM: COFFEE & DOUGHNUTS MTG W/ AIRPORT	\$26.90
		44113	5/5/2021	6703-03/22/2021	CM: COFFEE & DOUGHNUTS MTG W/ AIRPORT	\$17.95
		44113	5/5/2021	6703-03/22/2021	CM: COFFEE & DOUGHNUTS MTG W/ LIBRARY	\$44.30

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	6703-03/22/2021	CM: COFFEE & DOUGHNUTS MTG W/ LIBRARY	\$35.90
		44113	5/5/2021	6703-03/22/2021	CM: COFFEE & DOUGHNUTS MTG W/ CDD	\$31.55
		44113	5/5/2021	6703-03/22/2021	CM: COFFEE & DOUGHNUTS MTG W/ CDD	\$17.95
		44113	5/5/2021	6703-03/22/2021	AD HOC MEETING DINNER: STAFF	\$32.78
		44113	5/5/2021	9478-03/22/2021	WIRELESS MIC SYSTEM	\$218.45
		44113	5/5/2021	9478-03/22/2021	SCREEN PROTECTOR FOR NEW IPADS	\$43.68
		44113	5/5/2021	9478-03/22/2021	RECLINERS FOR ST 2	\$1,310.40
		44113	5/5/2021	9478-03/22/2021	REFUND- WIRELESS MIC SYSTEM- WRONG ONE PURCHASED	(\$218.48)
		44113	5/5/2021	9478-03/22/2021	WIRELESS MIC SYSTEM	\$218.48
		44113	5/5/2021	9522-03/22/2021	BOOKS/ SUPPLIES	\$82.55
		44113	5/5/2021	9522-03/22/2021	BOOKS/ SUPPLIES	\$27.80
		44113	5/5/2021	9522-03/22/2021	BOOKS/ SUPPLIES	\$152.92
		44113	5/5/2021	9522-03/22/2021	STAFF TRAINING	\$20.00
		44113	5/5/2021	9522-03/22/2021	OFFICE SUPPLIES	\$39.31
		44113	5/5/2021	9522-03/22/2021	OFFICE SUPPLIES	\$34.06
		44113	5/5/2021	9522-03/22/2021	MEMBERSHIP RENEWAL	\$145.00
		44113	5/5/2021	9522-03/22/2021	MEMBERSHIP RENEWAL	\$200.00
		44113	5/5/2021	5607-03/22/2021	AWARDS & INSTALLATION FOR CA PARKS & RECREATION SO	\$90.00
		44113	5/5/2021	5607-03/22/2021	SHAMROCK VIRTUAL 5K MEDALS	\$652.50
		44113	5/5/2021	5607-03/22/2021	PLANTS FOR BRIDGE ST MEDIANS	\$2,108.14
		44113	5/5/2021	5607-03/22/2021	SHAMROCK VIRTUAL 5K AD	\$10.00
		44113	5/5/2021	5607-03/22/2021	PRINTS FOR 231 UNION	\$905.88
		44113	5/5/2021	5607-03/22/2021	EASTER EGG DROP EVENT	\$132.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0150	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	5607-03/22/2021	RECREATION SOCCER FLYER TO SCHOOLS	\$400.00
		44113	5/5/2021	5607-03/22/2021	DOCKING STATION FOR N. CALUBAQUIB	\$173.69
		44113	5/5/2021	5607-03/22/2021	EASTER EGG DROP EVENT	\$133.12
		44113	5/5/2021	5607-03/22/2021	EASTER EGG DROP EVENT	\$662.98
	WATONKA ADDISON	44093	4/27/2021	REIMBURSEMENT S	LIBRARY- REIMBURSEMENTS FOR LIBRARY SUPPLIES	\$61.70
		44093	4/27/2021	REIMBURSEMENT S	LIBRARY- REIMBURSEMENTS FOR LIBRARY SUPPLIES	\$8.63
		44093	4/27/2021	REIMBURSEMENT S	LIBRARY- REIMBURSEMENTS FOR LIBRARY SUPPLIES	\$39.18
	WATSONVILLE BLUEPRINT	44094	4/27/2021	98857	BOND & COPY	\$35.16
		44094	4/27/2021	98938	BOND & COPY	\$57.68
		44094	4/27/2021	98937	BOND & COPY	\$13.24
		44094	4/27/2021	98936	BOND & COPY	\$20.19
		44094	4/27/2021	98907	BOND & COPY	\$79.92
		44094	4/27/2021	98977	BOND & COPY	\$56.53
		44094	4/27/2021	98870	BOND & COPY	\$418.73
		44094	4/27/2021	98858	BOND & COPY	\$288.07
		44094	4/27/2021	98749	BOND & COPY	\$61.09
		44094	4/27/2021	98757	BOND & COPY	\$38.02
		44094	4/27/2021	98621	BOND & COPY	\$117.03
		44094	4/27/2021	97260	BOND & COPY	\$18.74
	WT.COX INFORMATION SERVICES	44100	4/27/2021	3089612	SPANISH MAGAZINE SUBSCRIPTION	\$22.41
	Fund Total					\$118,289.48
0202	RICOH USA, INC	44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$46.28

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0202	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	9522-03/22/2021	OFFICE SUPPLIES	\$16.38
		44113	5/5/2021	9522-03/22/2021	OFFICE SUPPLIES	\$19.32
		44113	5/5/2021	9522-03/22/2021	OFFICE SUPPLIES	\$39.90
	Fund Total					\$121.88
0204	GRESHAM SAVAGE NOLAN & TILDEN APC	43948	4/27/2021	381234	LEGAL SERVICES RELATED TO HOUS	\$1,060.00
		43948	4/27/2021	380914	LEGAL SERVICES RELATED TO HOUS	\$1,926.34
		43948	4/27/2021	381904	LEGAL SERVICES RELATED TO HOUS	\$2,660.00
	Fund Total					\$5,646.34
0221	HOUSING AUTHORITY OF SANTA CRUZ COUNTY	43952	4/27/2021	21-09 LLIP-WAT	IMPLEMENTATION OF LANDLORD INC	\$2,500.00
	Fund Total					\$2,500.00
0246	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$25.96
	AIRTEC SERVICE, INC	43865	4/27/2021	16739	WATER PUMP LEAKING FITTING	\$463.26
		43865	4/27/2021	16786	MAINTENANCE AT 275 MAIN ST	\$4,180.00
	CENTRAL COAST SYSTEMS	43900	4/27/2021	18494.21	Invoice 18494.21 For Elevator Testing	\$525.00
		43900	4/27/2021	18495.21	Invoice 18495.21 1st Quarter Fire Alarm Testing	\$735.00
	PACIFIC GAS & ELECTRIC	44009	4/27/2021	0498528361-5/4/13/	ELEC	\$24,513.61
	PANTHER PROTECTIVE SERVICE	44036	4/27/2021	004-2021CPG	SECURITY SERVICES AT 275 MAIN ST	\$880.00
	Fund Total					\$31,322.83
0250	COUNTY OF SANTA CRUZ LIBRARY OF JOINT POWERS	43916	4/27/2021	05/2021-WATS	MAINTENANCE OF EFFORT CONTRIBUTION	\$45,140.33
	Fund Total					\$45,140.33
0260	CRAFTWATER ENGINEERING, INC.	43917	4/27/2021	20-127.02	Green Infrastructure Implement	\$19,222.50
	ECOLOGY ACTION OF SANTA CRUZ	43927	4/27/2021	67319	BICYCLE SAFETY EDUCATION SERVI	\$481.30
		43927	4/27/2021	67429	BICYCLE SAFETY EDUCATION SERVI	\$2,308.01

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0260	ECOLOGY ACTION OF SANTA CRUZ	43927	4/27/2021	67489	BICYCLE SAFETY EDUCATION SERVI	\$198.42
		43927	4/27/2021	67484	BIKE SMART, WALK SMART AND SAF	\$24,073.00
	STAPLES CREDIT PLAN	44112	5/5/2021	03/28/2021	OFFICE SUPPLIES	\$80.82
	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	5716-03/22/2021	OTS GRANT HOTEL CHARGE	\$566.13
		44113	5/5/2021	5716-03/22/2021	OTS GRANT HOTEL CHARGE	\$572.91
		44113	5/5/2021	5607-03/22/2021	PROGRAMMING SUPPLIES- EXCEL IN PLACE	\$485.58
		44113	5/5/2021	5607-03/22/2021	PROGRAMMING SUPPLIES- PVUSD LEARNING SITES	\$318.40
		44113	5/5/2021	5607-03/22/2021	PLANTS FOR URBAN FORESTRY PROJECT	\$615.50
	WATERWAYS CONSULTING INC.	44092	4/27/2021	19-005-05	STRUVE SLOUGH WETLAND ENHANCEM	\$1,825.00
	Fund Total					\$50,747.57
0281	PACIFIC CREST ENGINEEERING, INC.	44001	4/27/2021	9232	01/31/2021-INV#9232, GEOTECHNICAL SERVICES FOR RAM	\$118.75
		44001	4/27/2021	9459	03/31/2021, INV#9459-GEOTEHNNICAL SERVICES FOR RAMS	\$215.00
	Fund Total					\$333.75
0291	HOME DEPOT CREDIT SERVICES	44106	5/5/2021	04/13/2021	SUPPLIES	\$9.89
	K & D LANDSCAPING INC.	43959	4/27/2021	130228	02/05/2021-INV130228, LANDSCAPE MAINTENANCE FOR MO	\$1,985.00
	SAVIANO COMPANY INC.	44054	4/27/2021	8137-01	Resurfacing Tennis Courts at RAMSAY	\$11,000.00
	Fund Total					\$12,994.89
0305	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$101.56
	D&M TRAFFIC SERVICES, INC.	43921	4/27/2021	77717	INV#77717 30X30 A080 FLO YELLOW DPEED HUMP & 24X30	\$2,179.55
	DISPENSING TECHNOLOGY CORPORATION	43926	4/27/2021	13605	INV#13605 DIE, 4" FLEXDIE	\$1,140.95
	HARRIS & ASSOCIATES INC.	43951	4/27/2021	47876	DESIGN PROPOSAL FOR RAIL TRAIL	\$1,462.50

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0305	HOME DEPOT CREDIT SERVICES	44106	5/5/2021	04/13/2021	SUPPLIES	\$751.57
	KELLY-MOORE PAINT COMPANY, INC.	43960	4/27/2021	818-00000317966	SUPPLIES	\$128.90
	PACIFIC GAS & ELECTRIC	44007	4/27/2021	1413903318-8-4/15	ELEC	\$71.03
		44010	4/27/2021	3823955332-4-4/20/	ELEC	\$132.35
		44015	4/27/2021	1540833758-0-4/18/	ELEC	\$83.23
		44018	4/27/2021	1965495282-9-4/15/	ELEC	\$1,436.74
		44022	4/27/2021	1039376060-7-4/21/	ELEC	\$110.21
		44023	4/27/2021	7294900587-9-4/21/	ELEC	\$298.64
		44002	4/27/2021	1553836670-1-4/6	ELEC	\$2,072.62
	Fund Total					\$9,969.85
0309	CRUZIO/THE INTERNET STORE INC.	43919	4/27/2021	B24704-373	DSL CHARGES FOR VARIOUS SITES FROM 05/01/-05/30/21	\$99.95
	MID VALLEY SUPPLY	43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$53.16
	PACIFIC GAS & ELECTRIC	44002	4/27/2021	1553836670-1-4/6	ELEC	\$4,479.94
	PANTHER PROTECTIVE SERVICE	44036	4/27/2021	004-2021-2CPG	VEHICLE AND FOOT PATROL FOR CIVIC PLAZA PARKING ST	\$200.00
	Fund Total					\$4,833.05
0310	A L LEASE COMPANY, INC	43852	4/27/2021	3/31/2021	REPAIR SUPPLIES	\$127.63
	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$33.28
	ADVANTAGE GEAR, INC	43859	4/27/2021	38808-1	2nd half of uniform order per MOU	\$4,248.24
	BOUND TREE MEDICAL LLC	43879	4/27/2021	84007138	EMS Supplies	\$163.30
	BROWNELLS, INC.	43882	4/27/2021	20700621	Specialized Department Equipment	\$22.67
	BURTON'S FIRE APPARATUS, INC.	43887	4/27/2021	52219	PARTS- CONTROLLER	\$595.29

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0310	CRUZIO/THE INTERNET STORE INC.	43919	4/27/2021	B24704-373	DSL CHARGES FOR VARIOUS SITES FROM 05/01/-05/30/21	\$499.00
	FIGUEROA, ANTONIO	43933	4/27/2021	03/22/2021 REIMB.	WPD- REIMBURSEMENT FOR TRAVEL ON 03/22/2021	\$21.00
	GRAINGER	43944	4/27/2021	9859699531	ABSORBANT FOR HAZMAT SPILLS	\$755.11
	HOME DEPOT CREDIT SERVICES	44106	5/5/2021	04/13/2021	SUPPLIES	\$21.78
	L N CURTIS & SONS	43963	4/27/2021	INV473127	PPE - Walther, Marchese, Navarro	\$5,575.34
	LARIOS, OSWALDO	43964	4/27/2021	TRVL ON 12/07/2020	WPD- REIMBURSEMENT FOR TRAVEL ON 12/07/2020	\$37.65
	MSA SYSTEMS, INC	43978	4/27/2021	SGH16314	PRINTERS AND SCANNER FOR PROPERTY	\$2,620.57
	PAJARO VALLEY PREVENTION & STUDENT ASSISTANCE INC	44034	4/27/2021	022821 PARKS	CASE MANAGEMENT - PVPSA	\$4,949.32
		44034	4/27/2021	033121 PARKS	CASE MANAGEMENT - PVPSA	\$4,516.87
		44034	4/27/2021	033121 MEASURE G	CASE MANAGEMENT, COUNSELING AN	\$5,229.06
	SANTA CRUZ REGIONAL 9-1-1	44052	4/27/2021	29694329	CRADLEPOINT REIMBURSEMENT	\$2,200.51
	SAUL VALADEZ	44053	4/27/2021	TRVL ON 05/10/2021	WPD- PER DIEM FOR NFDD INSTRUCTOR CERTIFICATION	\$45.75
	SOUTH BAY REGIONAL PUBLIC SAFETY	44068	4/27/2021	221483	ACADEMY	\$10,650.00
	STAPLES CREDIT PLAN	44112	5/5/2021	03/28/2021	OFFICE SUPPLIES	\$38.39
	STOP STICK, LTD.	44072	4/27/2021	0020366-IN	TRAFFIC BUREAU	\$46.68
	TARGET SOLUTIONS LEARNING LLC	44078	4/27/2021	INV20068	Vehicle Maintenance CHECK-IT program	\$2,968.46
	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	5716-03/22/2021	VISOR MICROPHONE	\$53.35
		44113	5/5/2021	5716-03/22/2021	SNIPER HOTEL CHARGE	\$251.22
		44113	5/5/2021	5716-03/22/2021	TRAFFIC COLL REG	\$361.00
		44113	5/5/2021	5716-03/22/2021	MOTOR SCHOOL REG	\$2,094.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0310	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	5716-03/22/2021	TRAFFIC COLL REG FEE	\$8.99
		44113	5/5/2021	5716-03/22/2021	MOTOR SCHOOL REG FEE	\$52.14
		44113	5/5/2021	5716-03/22/2021	SNIPER HOTEL CHARGE	\$327.60
		44113	5/5/2021	5716-03/22/2021	SRU TARGETS	\$160.00
		44113	5/5/2021	5716-03/22/2021	ANDRADE REG	\$45.00
		44113	5/5/2021	5716-03/22/2021	ADV CRT ROMERO REG	\$258.00
		44113	5/5/2021	5716-03/22/2021	ADV CRT SIU REG	\$774.00
		44113	5/5/2021	5716-03/22/2021	SAMPLE GEAR	\$49.10
		44113	5/5/2021	5716-03/22/2021	CANOPY	\$469.72
		44113	5/5/2021	5716-03/22/2021	SAMPLE GEAR	\$85.67
		44113	5/5/2021	5716-03/22/2021	SAMPLE GEAR	\$158.46
		44113	5/5/2021	5716-03/22/2021	TRAFFIC COLL HOTEL CHARGE	\$525.48
		44113	5/5/2021	5716-03/22/2021	MOTOR SCHOOL HOTEL	\$787.60
		44113	5/5/2021	5716-03/22/2021	MOTOR SCHOOL HOTEL	\$787.60
	WATSONVILLE FORD	44097	4/27/2021	WF1547032521	2021 FORD EXPLORER	\$44,095.50
	Fund Total					\$96,710.33
0354	PACIFIC GAS & ELECTRIC	44016	4/27/2021	6312050406-1-4/19/	ELEC	\$21.25
		44017	4/27/2021	0541697410-2-4/19/	ELEC	\$13.88
	Fund Total					\$35.13

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0357	BOWMAN & WILLIAMS, INC.	43880	4/27/2021	15378	ENG SERVICES FOR LAVE AVE UNDE	\$3,107.50
	Fund Total					\$3,107.50
0710	A L LEASE COMPANY, INC	43852	4/27/2021	3/31/2021	REPAIR SUPPLIES	\$1,623.53
	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$1,644.92
		43857	4/27/2021	03/31/2021	SUPPLIES	\$6.11
		43857	4/27/2021	03/31/2021	SUPPLIES	\$84.10
		43857	4/27/2021	03/31/2021	SUPPLIES	\$10.91
		43857	4/27/2021	03/31/2021	SUPPLIES	\$473.03
	AIRTEC SERVICE,INC	43865	4/27/2021	16785	HVAC MAINTENANCE	\$1,387.24
	AMERIGAS	43867	4/27/2021	3120256793	TANK RENT	\$102.70
		43867	4/27/2021	3119953735	PROPANE	\$93.98
	APPLIED INDUSTRIAL TECHNOLOGIES	43870	4/27/2021	7021263995	PART- SWITCH	\$1,988.22
	BRYAN CONDY	43883	4/27/2021	TOASTMASTERS REIMB.	PW- TOASTMASTERS REIMBURSEMENT	\$35.00
	BUCKLES-SMITH ELECTRIC	43885	4/27/2021	3236452-00	SUPPLIES	\$1,003.56
	BULK OFFICE SUPPLY	43886	4/27/2021	445666	Invoice 445666 Purchase of supplies and materials	\$3,880.04
	CARMEL AREA WASTEWATER DISTRICT	43894	4/27/2021	CIT2	CCLEAN TESTING	\$19,073.00
	CDW GOVERNMENT, INC.	43897	4/27/2021	B654260	SURFACE PRO FOR H.MARTINEZ-MSC	\$1,705.24
		43897	4/27/2021	B802884	SURFACE PRO 4YR WARRANTY - HILDA M	\$291.61
	CERVANTEZ, JOSEPH	43901	4/27/2021	TRVL ON 03/22/2021	PW- REIMBURSEMENT FOR TRAVEL ON 03/22/2021	\$167.75
		43901	4/27/2021	TRVL ON 03/22/2021	PW- REIMBURSEMENT FOR TRAVEL ON 03/22/2021	\$328.32
	CHARTER COMMUNICATIONS	43902	4/27/2021	0595074041621	INTERNET FOR NATURE CENTER FROM 04/16-05/15/21	\$124.97

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	CHEVROLET OF WATSONVILLE	43909	4/27/2021	2020 CHEVY K-3500	2020 CHEVROLET SILVERADO-12/30/2020	\$69,966.10
	D&G SANITATION	43920	4/27/2021	279102	SERVICE	\$223.96
	D'LA COLMENA	43922	4/27/2021	21806	FOOD FOR MAYOR'S SLOUGH TRAIL CLEAN UP	\$163.13
	FASTENAL COMPANY	43932	4/27/2021	CAWAT114609	SUPPLIES	\$140.01
	FISHER SCIENTIFIC	43937	4/27/2021	7047484	LAB SUPPLIES	\$63.50
	GRAINGER	43944	4/27/2021	9867807019	PARTS	\$47.87
		43944	4/27/2021	9870794519	530	\$731.46
	GREEN LINE	43946	4/27/2021	56841	SERVICE	\$1,575.00
	GREEN RUBBER-KENNEDY AG	43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$538.76
		43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$101.33
		43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$228.78
	HACH COMPANY	43950	4/27/2021	12373289	KIT- POWER SUPPLY AND ADAPTERS	\$88.34
	HOME DEPOT CREDIT SERVICES	44106	5/5/2021	04/13/2021	SUPPLIES	\$310.13
		44106	5/5/2021	04/13/2021	SUPPLIES	\$37.12
	HYDROSCIENCE ENGINEERS, INC.	43953	4/27/2021	454005002	GREEN VALLEY AND FREEDOM SEWER	\$21,765.07
	JERRY ALLISON LANDSCAPING INC.	43956	4/27/2021	040521-23	INV#040521-23 MAINTENANCE ON HOLM RD, HARVEST DR A	\$97.00
		43956	4/27/2021	040521-29	SERVICE FOR THE MONTH OF MARCH	\$200.00
	JOSE DE JESUS GARCIA	43958	4/27/2021	BOOT REIMB. FY20/21	PW- BOOT REIMBURSEMENT	\$200.00
		43958	4/27/2021	CERTIFICATE RENEW.	PW- CERTIFICATE RENEWAL	\$91.00
	KIMBALL MIDWEST	43961	4/27/2021	8797732	PARTS	\$1,064.39
		43961	4/27/2021	8806027	SUPPLY	\$760.09
	KRAMER WORKPLACE INVESTIGATIONS	44107	5/5/2021	460	PW-INVESTIGATIONS	\$9,400.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	MATHESON TRI-GAS INC.	43968	4/27/2021	23328983	SUPPLIES	\$81.37
	MESITI-MILLER ENGINEERING, INC.	43970	4/27/2021	032132	SYDNEY AVE STORM DRAIN IMPROVE	\$8,726.00
	MICHAEL WAGONER	43971	4/27/2021	CERT. RENEWAL REIMB	PW- CERTIFICATE RENEWAL	\$60.00
	MID VALLEY SUPPLY	43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$194.14
	MISSION LINEN SUPPLY	43975	4/27/2021	279226-03/31/2021	UNIFORM RENTAL AND LAUNDRY SER	\$1,248.96
	MONTEREY COUNTY HERALD	43977	4/27/2021	0001290004	0001290004 CLASSIFIED JOB ADVERTISING	\$615.65
	NEU-SCAPES, INC.	43980	4/27/2021	5636	FENCING ALONG 18 MAGNOLIA CT.	\$2,500.00
	NORTH CENTRAL LABORATORIES	43982	4/27/2021	452765	SUPPLIES	\$52.50
	ORR SAFETY CORPORATION	43998	4/27/2021	INV5383512	SUPPLIES	\$377.68
	PACIFIC GAS & ELECTRIC	44024	4/27/2021	1283243089-1-4/21/	ELEC	\$33,370.29
		44030	4/27/2021	0998529372-0-4/22/	ELEC	\$72.21
	PAJARO VALLEY PRINTING	44035	4/27/2021	41906	MONTHLY NEWSLETTER- APRIL 2021	\$2,664.61
	POLYDYNE INC.	44041	4/27/2021	1534055	CHEMICALS FOR WASTEWATER AND R	\$7,200.59
	PRAXAIR DISTRIBUTION, INC	44042	4/27/2021	62732257	PARTS	\$41.17
		44042	4/27/2021	62895192	CYLINDER CHARGE	\$75.23
	RAFTELIS FINANCIAL CONSULTANTS, INC.	44045	4/27/2021	18925	UTILITY ENTERPRISE ANALYSIS AN	\$6,272.80
	RICOH USA, INC	44049	4/27/2021	5061728988	MONTHLY MAINTENANCE COPIERS	\$61.48
		44049	4/27/2021	5061729627	MONTHLY MAINTENANCE FOR COPIERS	\$3.48
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$197.73
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$21.92
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$40.16

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	SAMPLE TRAPS, LLC	44051	4/27/2021	9122-2378	SUPPLIES	\$119.61
	SCHAAF & WHEELER, CONSULTING CIVIL	44056	4/27/2021	33948	MILES LANE PUMP STATION UPGRAD	\$6,828.00
	SILKE COMMUNICATIONS	44063	4/27/2021	101209	RADIO PROGRAMMING AND PARTS	\$1,659.94
	SJSU RESEARCH FOUNDATION	44064	4/27/2021	AR021700	TESTING SERVICE	\$365.00
	STAPLES CREDIT PLAN	44112	5/5/2021	03/28/2021	OFFICE SUPPLIES	\$27.30
	STURDY OIL COMPANY	44074	4/27/2021	03/31/2021	PETROLEUM PRODUCTS FOR CITY WI	\$830.72
		44074	4/27/2021	03/31/2021	PETROLEUM PRODUCTS FOR CITY WI	\$2,599.39
	SUNSYSTEM TECHNOLOGY	44075	4/27/2021	039239	CITYWIDE SOLAR MAINTENANCE CON	\$2,922.37
	TELSTAR INSTRUMENTS, INC.	44079	4/27/2021	107441	ELECTRICAL AND INSTRUMENTATION	\$5,143.20
	THATCHER COMPANY, INC.	44082	4/27/2021	283001	CHEMICALS FOR RECYCLE WATER	\$4,220.70
		44082	4/27/2021	283156	CHEMICALS FOR RECYCLE WATER	\$4,220.70
		44082	4/27/2021	283115	CHEMICALS FOR RECYCLE WATER	\$4,152.10
		44082	4/27/2021	283238	CHEMICALS FOR RECYCLE WATER	\$4,203.46
	TOWNSEND AUTO PARTS	44086	4/27/2021	04/01/2021	PARTS	\$674.85
		44086	4/27/2021	04/01/2021	PARTS	(\$67.19)
	TRI-COUNTY FIRE PROTECTION INC	44087	4/27/2021	55245	SUPPLIES	\$501.03
	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	4782-03/22/2021	SUPPLIES FOR SCIENCE WORKSHOP	\$48.17
		44113	5/5/2021	4782-03/22/2021	MEMBERSHIP RENEWAL	\$510.00
		44113	5/5/2021	4782-03/22/2021	SUBSCRIPTION RENEWAL	\$119.88
		44113	5/5/2021	4782-03/22/2021	OFFICE SUPPLIES	\$19.65
		44113	5/5/2021	4782-03/22/2021	MEMBERSHIP RENEWAL	\$45.00
		44113	5/5/2021	4782-03/22/2021	LICENSE RENEWAL FOR STAFF	\$180.00
		44113	5/5/2021	4782-03/22/2021	JOB POSTING	\$399.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	4782-03/22/2021	ONLINE MONTHLY SUBSCRIPTION	\$9.95
		44113	5/5/2021	4782-03/22/2021	SUPPLIES FOR SCIENCE WORKSHOP	\$979.50
		44113	5/5/2021	4782-03/22/2021	SUPPLIES FOR SCIENCE WORKSHOP	\$1,659.00
		44113	5/5/2021	4782-03/22/2021	SUPPLIES FOR SCIENCE WORKSHOP	\$3,000.00
		44113	5/5/2021	4782-03/22/2021	SUPPLIES FOR SCIENCE WORKSHOP	\$174.56
		44113	5/5/2021	4782-03/22/2021	REFUND FOR ITEM PURCHASED	(\$3,000.00)
		44113	5/5/2021	4782-03/22/2021	STAFF TRAINING	\$125.00
		44113	5/5/2021	4782-03/22/2021	STAFF TRAINING	\$125.00
		44113	5/5/2021	4782-03/22/2021	OFFICE SUPPLIES	\$152.26
		44113	5/5/2021	3055-03/22/2021	SCIENCE WORKSHOP SUPPLIES	\$2,810.44
		44113	5/5/2021	3055-03/22/2021	FLOOR MAT FOR ENTRYWAY AT WRC	\$354.56
		44113	5/5/2021	3055-03/22/2021	SUPPLIES FOR WASTEWATER	\$30.00
		44113	5/5/2021	3055-03/22/2021	WEBINAR FOR RUDY ZARAGOZA/ COLLECTIONS	\$125.00
		44113	5/5/2021	3055-03/22/2021	SCIENCE WORKSHOP	\$59.77
		44113	5/5/2021	3055-03/22/2021	SCIENCE WORKSHOP	\$1,417.02
		44113	5/5/2021	3055-03/22/2021	SCIENCE WORKSHOP	\$184.10
		44113	5/5/2021	3055-03/22/2021	COLLECTIONS- SCREEN PROTECTOR	\$7.64
		44113	5/5/2021	3055-03/22/2021	SCIENCE WORKSHOP	\$540.00
		44113	5/5/2021	3055-03/22/2021	CREDIT CARD FRAUDULENT CHARGE	\$161.76
		44113	5/5/2021	3055-03/22/2021	CREDIT CARD FRAUDULENT CHARGE	\$857.28
		44113	5/5/2021	3055-03/22/2021	TAPE FOR FLOOR MAT	\$38.39
		44113	5/5/2021	3055-03/22/2021	MATERIAL FOR MAINTENANCE	\$252.69
		44113	5/5/2021	3055-03/22/2021	COFFEE WITH MATT	\$122.30
		44113	5/5/2021	3055-03/22/2021	SUPPLIES FOR COLLECTIONS	\$145.07
		44113	5/5/2021	3055-03/22/2021	SUPPLIES FOR WASTEWATER	\$56.52

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0710	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	3055-03/22/2021	CREDIT CARD FRAUDULENT CHARGE	\$9.95
		44113	5/5/2021	3055-03/22/2021	CREDIT CARD FRAUDULENT CHARGE	\$107.00
		44113	5/5/2021	2625-03/22/2021	WEBSERVER HOSTING RENEWAL	\$251.88
		44113	5/5/2021	2625-03/22/2021	NATURE CENTER INTERNET	\$124.97
		44113	5/5/2021	2625-03/22/2021	OFFICE 365 LICENSES	\$240.11
		44113	5/5/2021	2625-03/22/2021	UPS BATTERIES FOR WRC	\$204.80
		44113	5/5/2021	2625-03/22/2021	BATTERIES FOR PW/ PATRICE	\$36.49
		44113	5/5/2021	8557-03/22/2021	JOB ADVERTISEMENT: PRINCIPAL SR. ENGINEER	\$325.00
		44113	5/5/2021	8557-03/22/2021	JOB ADVERTISEMENT: PRINCIPAL SR. CIVIL ENGINEER	\$200.00
	ULINE	44088	4/27/2021	131425652	SUPPLIES- SCIENCE TOOL BOXES GRADE 7-8	\$1,907.41
	VWR INTERNATIONAL IN	44090	4/27/2021	8804015182	SUPPLIES	\$16.77
	WECO INDUSTRIES	44098	4/27/2021	0047125-IN	SOFTWARE- INCLINOMETOR MODULE FOR GRANITE NET	\$1,271.99
		44098	4/27/2021	0047125-IN	SOFTWARE- INCLINOMETOR MODULE FOR GRANITE NET	\$828.01
		44098	4/27/2021	0047460-IN	CREDIT FOR SUPPLIES RETURNED	(\$611.95)
		44098	4/27/2021	0046232-IN	CCTV INSPECTION CAMERA	\$27,708.42
		44098	4/27/2021	0047124-IN	RETRO FIT PURCHASE TO REPLACE	\$37,243.85
		44098	4/27/2021	0047459-IN	PARTS	\$266.79
	Fund Total					\$325,937.42
0720	A L LEASE COMPANY, INC	43852	4/27/2021	3/31/2021	REPAIR SUPPLIES	\$539.12
		43852	4/27/2021	3/31/2021	REPAIR SUPPLIES	\$38.23
		43852	4/27/2021	3/31/2021	REPAIR SUPPLIES	\$86.31
	A-1 JANITORIAL SERVICE	43854	4/27/2021	7894	Janitorial Services for the MS	\$3,820.00
	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$82.31
		43857	4/27/2021	03/31/2021	SUPPLIES	\$232.32

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0720	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$563.23
		43857	4/27/2021	03/31/2021	SUPPLIES	\$301.50
	AGILIS SYSTEMS, LLC	43860	4/27/2021	3016405	INV#3016405 CUSTOMER SERVICE LINUXUP TRACKING SERVI	\$160.93
	ALLISON SOLANO	43866	4/27/2021	35759-CLOSED	REFUND CLOSEDE ACCOUNT	\$170.56
	ANTONIO S. VALENCIA	43869	4/27/2021	14230	ONE QUALIFYING TOILET REBATE @193 HAMMER DR ACCT#1	\$100.00
	APPLIED INDUSTRIAL TECHNOLOGIES	43870	4/27/2021	7021330750	PART	\$16.69
	BUCKLES-SMITH ELECTRIC	43885	4/27/2021	1570435-00	SUPPLIES	\$174.80
	CAROLLO ENGINEERS, INC.	43895	4/27/2021	0197471	ZONE 2 RESERVOIR PROJECT WA-20	\$55,155.32
	CHARTER COMMUNICATIONS	43904	4/27/2021	0274807041921	SERVICE	\$94.98
		43905	4/27/2021	0002463041521	SERVICE	\$140.55
		43905	4/27/2021	0002463041521	SERVICE	\$30.94
		43905	4/27/2021	0002463041521	SERVICE	\$30.94
		43905	4/27/2021	0002463041521	SERVICE	\$30.94
		43905	4/27/2021	0002463041521	SERVICE	\$103.10
	CRUZIO/THE INTERNET STORE INC.	43919	4/27/2021	B24704-373	DSL CHARGES FOR VARIOUS SITES FROM 05/01/-05/30/21	\$74.95
	DELL MARKETING L.P.	43923	4/27/2021	10480474235	MONITORS FOR CUSTOMER SERVICE STAFF AT MSC	\$965.44
	DIEGO MEDINA	43925	4/27/2021	05624	ONE QUALIFYING TOILET @ 221 RODRIGUEZ ST ACCT#0562	\$200.00
	FASTENAL COMPANY	43932	4/27/2021	CAWAT114824	SUPPLIES	\$2,067.03
		43932	4/27/2021	CAWAT114565	SAFETY VESTS	\$1,381.03
	FMG	43938	4/27/2021	994662	INV#994662 4'MILLING MACHINE @ CAROLYN CT 3/4/2021	\$7,775.00
	GRAINGER	43944	4/27/2021	9858953145	SUPPLIES	\$208.75
	GRANITE ROCK COMPANY	43945	4/27/2021	3/31/2021	PURCHASE OF CONSTRUCTION MATER	\$80,569.86

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0720	GRANITE ROCK COMPANY	43945	4/27/2021	3/31/2021	PURCHASE OF CONSTRUCTION MATER	\$45.07
	GREEN RUBBER-KENNEDY AG	43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$289.44
	GRISELDA JIMENEZ	44104	5/5/2021	ACCT 24225	REFUND OVERPAYMENT	\$359.40
	HOME DEPOT CREDIT SERVICES	44106	5/5/2021	04/13/2021	SUPPLIES	\$196.09
		44106	5/5/2021	04/13/2021	SUPPLIES	\$5.97
		44106	5/5/2021	04/13/2021	SUPPLIES	\$310.79
	HYDROSCIENCE ENGINEERS, INC.	43953	4/27/2021	454005002	GREEN VALLEY AND FREEDOM SEWER	\$21,765.06
	ICONIX WATERWORKS (US) INC.	43954	4/27/2021	U2116015981	INV#U2116015981 1 1/2 TO 2 FORD METER ADAPTER A67N	\$1,864.70
	INFOSEND, INC.	43955	4/27/2021	187437	UTILITY BILLING	\$5,049.22
		43955	4/27/2021	187780	UTILITY BILLING	\$1,246.55
		43955	4/27/2021	189169	UTILITY BILLING	\$8,646.45
		43955	4/27/2021	189343	UTILITY BILLING	\$1,289.52
	JERRY ALLISON LANDSCAPING INC.	43956	4/27/2021	040521-23	INV#040521-23 MAINTENANCE ON HOLM RD, HARVEST DR A	\$97.00
		43956	4/27/2021	040521-23	INV#040521-23 MAINTENANCE ON HOLM RD, HARVEST DR A	\$581.00
	LARRY D. CORRIDON	43965	4/27/2021	33306	ONE QUEALIFYING ENERGY STAR WASHING MACHINE @ 121	\$100.00
	MID COAST ENGINEERS, INC.	43972	4/27/2021	3645	ON CALL CONSULTING SURVEYOR SE	\$2,500.00
		43972	4/27/2021	3653	ON CALL CONSULTING SURVEYOR SE	\$6,265.00
	MID VALLEY SUPPLY	43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$23.06
	MISSION LINEN SUPPLY	43975	4/27/2021	292106-03/31/2021	UNIFORM RENTAL AND LAUNDRY SER	\$616.10
	MNS ENGINEERS, INC.	43976	4/27/2021	77509	ON CALL CONSULTANT ENGINEERING	\$2,002.50
	ORR SAFETY CORPORATION	43998	4/27/2021	INV5383512	SUPPLIES	\$377.68
	ORTEGA, CARLOS	43999	4/27/2021	CWEA RENEWALS	REFUND- CWEA RENEWALS	\$288.00

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0720	PACIFIC CREST ENGINEERING, INC.	44001	4/27/2021	9460	PROFESSIONAL SERVICES	\$218.75
	PACIFIC GAS & ELECTRIC	44002	4/27/2021	1553836670-1-4/6	ELEC	\$372.35
		44005	4/27/2021	8257828808-4-4/16/	ELEC	\$10,218.88
		44020	4/27/2021	8693283387-3-4/15/	ELEC	\$56,561.24
	PAJARO VALLEY LOCK SHOP	44033	4/27/2021	3/31/21	SUPPLIES & REPAIRS	\$142.86
		44033	4/27/2021	3/31/21	SUPPLIES & REPAIRS	\$23.11
	PERRY & ELLEN OLCEN	44038	4/27/2021	19531	ONE QUALIFYING TOILET @ 458 ARGOS CIR ACCT#19531	\$100.00
	PRAXAIR DISTRIBUTION, INC	44042	4/27/2021	62881463	SUPPLIES	\$28.20
		44042	4/27/2021	62896229	CHEMICALS	\$113.88
	QUILL CORPORATION	44044	4/27/2021	15627420	INVOICE# 15627420 OFFICE SUPPLIES	\$131.09
	RAFTELIS FINANCIAL CONSULTANTS, INC.	44045	4/27/2021	18925	UTILITY ENTERPRISE ANALYSIS AN	\$8,429.08
	RICOH USA, INC	44049	4/27/2021	5061729627	MONTHLY MAINTENANCE FOR COPIERS	\$3.49
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$197.73
		44049	4/27/2021	5061729628	MONTHLY MAINTENANCE FOR COPIERS	\$60.89
	SBS	44055	4/27/2021	0726409-IN	INV#0726409-IN 2 SK SAND SLURY	\$388.51
		44055	4/27/2021	0726741-IN	INV#0726741-IN MIX 35 6 SACK 3/4	\$303.30
	SDI PRESENCE LLC	44057	4/27/2021	6406	Sup. Control and Data Acquisit	\$2,712.50
	SECURITY SHORING AND STEEL PLATES INC.	44059	4/27/2021	156991	INV#156991 MANHOLE COVER DATE OUT 3/23/2021	\$23.33
		44059	4/27/2021	157084	INV#157084 PUMP CAN GAUGE-GEL FILLED	\$136.96
	SHRED-IT USA	44062	4/27/2021	8181730881	SHREDDING SERVICES	\$36.01
		44062	4/27/2021	8181730881	SHREDDING SERVICES	\$528.81

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0720	SHRED-IT USA	44062	4/27/2021	8181351766	SHREDDING SERVICES	\$33.90
		44062	4/27/2021	8181351766	SHREDDING SERVICES	\$33.89
	STURDY OIL COMPANY	44074	4/27/2021	03/31/2021	PETROLEUM PRODUCTS FOR CITY WI	\$1,240.21
	TELSTAR INSTRUMENTS, INC.	44079	4/27/2021	107245	PARTS FOR CONTROL VALVES	\$662.96
		44079	4/27/2021	107246	PARTS	\$1,369.24
		44079	4/27/2021	107490	ELECTROCHEMICAL SENSOR	\$4,260.03
	THATCHER COMPANY, INC.	44082	4/27/2021	283205	CHLORINE	\$2,810.97
		44082	4/27/2021	283207	CREDIT FOR EMPTIES	(\$900.00)
	TOWNSEND AUTO PARTS	44086	4/27/2021	04/01/2021	PARTS	\$31.14
	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	3055-03/22/2021	UTILITY BACKPACKS FOR WATER OPS	\$238.70
		44113	5/5/2021	3055-03/22/2021	WATER OPERATIONS WEBINAR	\$180.00
		44113	5/5/2021	9464-03/22/2021	SCREEN GLARE PROTECTORS (MARIA & LUPITA STATIONS)	\$257.32
		44113	5/5/2021	9464-03/22/2021	STOOLS FOR METER SHOP	\$92.84
		44113	5/5/2021	9464-03/22/2021	SCREEN GLARE PROTECTOR (YESENIA STATION)	\$54.60
		44113	5/5/2021	9464-03/22/2021	EXAM PREPARATION DISTRIBUTION GRADE 4	\$299.99
		44113	5/5/2021	9464-03/22/2021	SUPPLIES FOR OFFICE	\$83.69
		44113	5/5/2021	9464-03/22/2021	TV DISPLAY FOR METER OFFICE/ BAY FOR SAFETY MEETIN	\$1,000.10
		44113	5/5/2021	9464-03/22/2021	AMAZON PRIME- REIMBURSED BY STAFF	\$14.19
		44113	5/5/2021	9464-03/22/2021	SCREEN GLARE PROTECTOR (YESENIA STATION- 2ND SCREE	\$54.60
		44113	5/5/2021	9464-03/22/2021	OFFICE SUPPLIES	\$15.28
		44113	5/5/2021	9464-03/22/2021	OFFICE SUPPLIES	\$61.10
		44113	5/5/2021	9464-03/22/2021	CREDIT FOR EQUIPMENT RENTAL	(\$14.27)

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0720	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	9464-03/22/2021	PROPANE FOR WATER SERVICES	\$184.86
		44113	5/5/2021	9464-03/22/2021	EQUIPMENT RENTAL- DRAIN CLEANER FOR SEWER BACKUP @	\$100.00
		44113	5/5/2021	2625-03/22/2021	LAPTOP CHARGER FOR MAX	\$28.30
		44113	5/5/2021	2625-03/22/2021	IPHONE ACCESSORIES FOR MAX	\$52.65
		44113	5/5/2021	2625-03/22/2021	IPHONE ACCESSORIES FOR RICHARD	\$53.01
	VILLALOBOS, JAVIER	44089	4/27/2021	CERTIFICATE REIMB.	PW- CERTIFICATION REIMBURSEMENT	\$94.10
	WALLACE GROUP, A CALIFORNIA CORPORATION	44091	4/27/2021	53137	Water Main Replacement Program	\$18,107.50
	Fund Total					\$320,265.30
0730	A & B FIRE PROTECTION & SAFETY, INC.	43851	4/27/2021	1320858-IN	BROKEN SPRINKLER REPAIR	\$285.00
		43851	4/27/2021	1320834-IN	SPRINKLER REPAIR	\$2,780.00
	A L LEASE COMPANY, INC	43852	4/27/2021	3/31/2021	REPAIR SUPPLIES	\$20.81
	ABBOTT & KINDERMANN, INC.	43856	4/27/2021	49	MARCH 2021 LEGAL SERVICES FOR LAWSUIT UNITED FLIGH	\$8,741.36
	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$43.66
		43857	4/27/2021	03/31/2021	SUPPLIES	\$13.63
	AIRNAV.LLC	43864	4/27/2021	2010977	UL94 PRICE REPORT FOR JAN-MARCH 2021	\$300.00
	AT&T	43872	4/27/2021	831 724-4877-4/7	SSERVICE	\$190.42
	BENNETT AVIATION CONSULTING, INC.	43876	4/27/2021	21-107	MARCH 2021 - UNITED FLIGHT SERVICES V CITY OF WATS	\$4,012.50
	BRANDLEY, REINARD W.	43881	4/27/2021	10203	PAVEMENT MAINTENANCE MANAGEMEN	\$880.00
		43881	4/27/2021	10201	PROFESSIONAL SERVICES	\$270.00
		43881	4/27/2021	10202	CONSULTING AIRPORT ENGINEER SE	\$900.00
	C & N TRACTOR	43888	4/27/2021	03/30/2021	PARTS	\$682.35
	CHARTER COMMUNICATIONS	43903	4/27/2021	0275481041121	TV, INTERNET AND VOICE SERVICES	\$161.50
		43905	4/27/2021	0002463041521	SERVICE	\$178.09

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0730	FIRST ALARM SECURITY & PATROL, INC.	43935	4/27/2021	11204267	VEHICLE FOOT PATROL	\$714.03
	FORENSISGROUP, INC.	43939	4/27/2021	00051450	MARCH 2021 UNITED FLIGHT SERVICES V CITY OF WATSON	\$2,062.50
	GREEN RUBBER-KENNEDY AG	43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$690.46
	HOME DEPOT CREDIT SERVICES	44106	5/5/2021	04/13/2021	SUPPLIES	\$224.07
		44106	5/5/2021	04/13/2021	SUPPLIES	\$505.98
		44106	5/5/2021	04/13/2021	SUPPLIES	\$123.65
		44106	5/5/2021	04/13/2021	SUPPLIES	\$88.93
		44106	5/5/2021	04/13/2021	SUPPLIES	\$108.92
	KELLY-MOORE PAINT COMPANY, INC.	43960	4/27/2021	818-00000324399	PAINT	\$362.69
	KIMLEY-HORN & ASSOCIATES, INC.	43962	4/27/2021	097007027-0321	AIRPORT MASTER PLAN UPDATE (AM	\$34,763.75
	MID VALLEY SUPPLY	43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$244.94
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$103.69
	MISSION LINEN SUPPLY	43975	4/27/2021	292110-03/31/2021	UNIFORM RENTAL AND LAUNDRY SER	\$706.85
	NAPA AUTO PARTS	43979	4/27/2021	136235	SUPPLIES	\$74.28
	PACIFIC GAS & ELECTRIC	44006	4/27/2021	1506815321-0-4/13/	ELEC	\$138.67
		44008	4/27/2021	6558284005-7-4/14/	ELEC	\$543.84
		44019	4/27/2021	2209323609-3-4/15/	GAS & ELEC	\$7,052.22
		44027	4/27/2021	9830958081-3-4/22/	ELEC	\$115.94
	PLATT	44040	4/27/2021	1M30294	PARTS	\$92.73
		44040	4/27/2021	1M89349	PARTS	\$6.53
		44040	4/27/2021	1M52688	PARTS	\$36.23
		44040	4/27/2021	1M51121	PARTS	\$91.66

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0730	RICOH USA, INC	44049	4/27/2021	5061730086	MONTHLY MAINTENANCE FOR COPIERS	\$53.25
	STAPLES CREDIT PLAN	44112	5/5/2021	03/28/2021	OFFICE SUPPLIES	\$315.84
	STATE WATER RESOURCES CNTRL BD	44070	4/27/2021	SW-0210846	ANNUAL PERMIT FEE FOR FACILITY ID 3 44I003032	\$1,474.00
	STATEWIDE TRAFFIC SAFETY AND SIGNS INC.	44071	4/27/2021	05033463	GLASS BEADS	\$1,059.74
	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	1312-03/22/2021	VENDING MACHINE SUPPLIES	\$97.94
		44113	5/5/2021	1312-03/22/2021	OFFICE SUPPLIES	\$113.62
		44113	5/5/2021	1312-03/22/2021	SOFTWARE TESTING	\$0.50
		44113	5/5/2021	1312-03/22/2021	SOFTWARE TESTING	\$0.50
		44113	5/5/2021	1312-03/22/2021	LOCK HANDLE	\$35.06
		44113	5/5/2021	1312-03/22/2021	CONVINIENCE FEE FOR JET FUEL TAX REPORTING	\$1.86
		44113	5/5/2021	1312-03/22/2021	JET FUEL TAX REPORTING	\$81.00
		44113	5/5/2021	1312-03/22/2021	SOFTWARE TESTING	\$1.00
		44113	5/5/2021	1312-03/22/2021	SOFTWARE TESTING	\$1.00
		44113	5/5/2021	1312-03/22/2021	REFLECTIVE TAPE	\$366.19
		44113	5/5/2021	1312-03/22/2021	SECOND WEEKEND STAMP	\$30.42
		44113	5/5/2021	1312-03/22/2021	FLIGHT TRACKING SOFTWARE	\$34.99
		44113	5/5/2021	1312-03/22/2021	BEACON LIGHTS	\$273.22
	WATSONVILLE BLUEPRINT	44094	4/27/2021	99216	PRINTING	\$427.51
	Fund Total					\$72,679.52
0740	A L LEASE COMPANY, INC	43852	4/27/2021	3/31/2021	REPAIR SUPPLIES	\$118.24
	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$815.87
		43857	4/27/2021	03/31/2021	SUPPLIES	\$97.52
		43857	4/27/2021	03/31/2021	SUPPLIES	\$110.18
		43857	4/27/2021	03/31/2021	SUPPLIES	\$109.54

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0740	ACE HARDWARE	43857	4/27/2021	03/31/2021	SUPPLIES	\$74.27
	ADRIAN HERNANDEZ	43858	4/27/2021	3/30/21	PW-SAFETY BOOTS	\$200.00
	AGILIS SYSTEMS, LLC	43860	4/27/2021	3016515	INV#3016515 SOLID WASTE LINXUP TRACKING SERVICE FO	\$459.80
	AGUILAR MARTINEZ, MAURICIO	43861	4/27/2021	871609	FLAT TIRE REPAIR	\$130.00
	AIR UNLIMITED	43863	4/27/2021	294803	INV#294803 PROPANE 42 GALLONS ON 3/30/2021	\$144.80
		43863	4/27/2021	291800	INV#291800 PROPANE 30.6 GALLONS ON 3/25/2021	\$115.33
		43863	4/27/2021	294870	INV#294870 PROPANE 16.2 GALLONS ON 4/16/2021	\$55.86
		43863	4/27/2021	294765	INV#294765 PROPANE 32.5 GALLONS ON 4/8/2021	\$112.06
		43863	4/27/2021	294771	INV#294771 PROPANE 27 GALLONS ON 4/14/2021	\$93.10
	AMREP COMPANY,INC	43868	4/27/2021	3/26/2021	REPAIR PARTS	\$1,131.96
	ARATA EQUIPMENT COMPANY	43871	4/27/2021	3/31/2021	REPAIR PARTS & SUPPLIES	\$14,262.86
	C & N TRACTOR	43888	4/27/2021	03/30/2021	PARTS	\$8,189.02
		43888	4/27/2021	03/30/2021	PARTS	\$108.57
	CALIFORNIA DEPARTMENT OF TAX & FEE ADMINISTRATION	43891	4/27/2021	057-425376	DIESEL FUEL TAX RETURN- JAN.01-MARCH 31,2021	\$10,206.00
		43890	4/27/2021	044-027224	UNDERGROUND TANK RETURN- JAN. 01-MARCH 31,2021	\$1,264.00
	CAMPOS BROS. RECOVERY, INC.	43892	4/27/2021	12930	INV#12930 APPLIANCE RECYCLER ON 4/20/2021	\$450.00
		43892	4/27/2021	12791	INV#12791 APPLIANCE RECYCLER ON 4/13/2021	\$477.00
	CHAZ CUSTOM EMBROIDERY & DIGITIZING	43906	4/27/2021	3258	DECALS FOR 24HR RESPONSE VEHICLE	\$323.25
	CHEVROLET OF WATSONVILLE	43908	4/27/2021	247587	PART	\$83.03
		43908	4/27/2021	247559	PARTS	\$84.53
	CLEARBLU ENVIRONMENTAL	43910	4/27/2021	25094	PREVENTATIVE MAINTENANCE	\$219.68

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0740	COAST COUNTIES TRUCK & EQUIP	43911	4/27/2021	3/31/2021	PARTS AND SUPPLIES	\$3,252.93
	CRUZIO/THE INTERNET STORE INC.	43919	4/27/2021	B24704-373	DSL CHARGES FOR VARIOUS SITES FROM 05/01/-05/30/21	\$80.95
	EL PAJARO COMMUNITY DEV CORP	43929	4/27/2021	2423	INV#2423 PLAZA VIGIL TIPPING FEE FOR MARCH 2021	\$473.00
	FASTENAL COMPANY	43932	4/27/2021	CAWAT114947	PARTS	\$14.49
		43932	4/27/2021	CAWAT114883	PARTS	\$13.49
		43932	4/27/2021	CAWAT114858	PARTS	\$17.57
		43932	4/27/2021	CAWAT114876	SUPPLIES	\$29.98
		43932	4/27/2021	CAWAT114674	GRAFFITI REMOVER	\$88.74
		43932	4/27/2021	CAWAT114833	SUPPLIES	\$30.13
		43932	4/27/2021	CAWAT114617	PARTS	\$42.88
		43932	4/27/2021	CAWAT114709	PARTS	\$38.23
		43932	4/27/2021	CAWAT114488	PARTS	\$12.12
		43932	4/27/2021	CAWAT114555	PARTS	\$8.04
		43932	4/27/2021	CAWAT114688	AUDIO STATION	\$516.53
		43932	4/27/2021	CAWAT114689	AUDIO STATION	\$516.53
		43932	4/27/2021	CAWAT114691	AUDIO STATION	\$516.53
		43932	4/27/2021	CAWAT114692	STEEL CABINET	\$629.95
		43932	4/27/2021	CAWAT114489	SUPPLIES	\$52.75
		43932	4/27/2021	CAWAT114640	FACE MASKS	\$90.13
		43932	4/27/2021	CAWAT114516	LIME VEST	\$17.88
	FIRST ALARM, INC.	43936	4/27/2021	608398	ALARM MONITORING AT LANDFILL	\$340.65
	GCS ENVIRONMENTAL EQUIPMENT SERVICES	43942	4/27/2021	23090	PARTS	\$75.13
	GRANITE ROCK COMPANY	43945	4/27/2021	1292654	INV# 1292654 SQUEEGEE AND HANDLE	\$215.83
	GREEN RUBBER-KENNEDY AG	43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$184.54

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0740	GREEN RUBBER-KENNEDY AG	43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$901.07
		43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$46.14
		43947	4/27/2021	3/31/2021	PARTS & SUPPLIES	\$299.42
	HEIL ENVIRONMENTAL	44083	4/27/2021	22425878 RI	PARTS	\$664.16
	HOME DEPOT CREDIT SERVICES	44106	5/5/2021	04/13/2021	SUPPLIES	\$104.48
	KELLY-MOORE PAINT COMPANY, INC.	43960	4/27/2021	818-00000324124	PAINT	\$46.69
	LINCOLN STREET RADIATOR	43967	4/27/2021	21959	A/C SERVICE	\$203.36
	MCLELLAN INDUSTRIES, INC.	43969	4/27/2021	H210291-IN	PART	\$3,826.12
	MID VALLEY SUPPLY	43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$29.06
		43973	4/27/2021	3/31/2021	JANITORIAL SUPPLIES	\$136.30
	MISSION LINEN SUPPLY	43975	4/27/2021	292100-03/31/2021	UNIFORM RENTAL AND LAUNDRY SER	\$1,642.74
	NORCAL WASTE EQUIPMENT CO., INC.	43981	4/27/2021	6210680022	PARTS	\$46.21
		43981	4/27/2021	6210780002	CREDIT- RETURNED PARTS	(\$46.21)
		43981	4/27/2021	6210550006	PUMP	\$906.34
	OMEGA INDUSTRIAL SUPPLY INC.	43984	4/27/2021	133727	INV#133727 WIPES AND HAND SANITIZER QUARTS	\$587.54
	OSUNA AUTO ELECTRIC & SMALL ENGINE REPAIR	44000	4/27/2021	41940	VEHICLE PARTS AND SERVICE	\$367.68
		44000	4/27/2021	42343	TRIMMER LINE	\$93.94
		44000	4/27/2021	42215	PARTS	\$69.88
		44000	4/27/2021	42354	VEHICLE SERVICE	\$1,204.00
		44000	4/27/2021	42389	PARTS	\$30.55
		44000	4/27/2021	42346	SUPPLIES	\$104.87
		44000	4/27/2021	42196	STD RELAY	\$43.68
		44000	4/27/2021	42169	PLUG	\$5.41
	PACIFIC TRUCK PARTS	44031	4/27/2021	3/31/2021	PARTS	\$333.16

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0740	PACIFIC TRUCK PARTS	44031	4/27/2021	3/31/2021	PARTS	\$843.40
		44031	4/27/2021	3/31/2021	PARTS	\$6,084.43
	PAJARO VALLEY FABRICATION INC.	44032	4/27/2021	28836	HR PLATE	\$14.75
		44032	4/27/2021	28830	LABOR TO MFG LIGHT BRACKETS	\$194.25
		44032	4/27/2021	28827	LABOR TO REPAIR FORKS	\$176.00
		44032	4/27/2021	28794	LABOR TO CUT AND EXTEND ALUMINUM PIPES	\$264.00
		44032	4/27/2021	28799	MFG LABOR	\$31.41
		44032	4/27/2021	28764	SHEAR MATERIAL	\$35.44
		44032	4/27/2021	28776	MFG TUNNEL PROTECTOR	\$109.36
		44032	4/27/2021	28771	MFG LABOR	\$271.85
		44032	4/27/2021	28800	CONTAINER REPAIR	\$468.51
	PAJARO VALLEY LOCK SHOP	44033	4/27/2021	3/31/21	SUPPLIES & REPAIRS	\$45.56
		44033	4/27/2021	3/31/21	SUPPLIES & REPAIRS	\$17.67
	PAPE MACHINERY, INC	44037	4/27/2021	12580482	PARTS	\$11.92
		44037	4/27/2021	12571448	PARTS	\$21.36
		44037	4/27/2021	12562184	PARTS	\$71.62
	RAFTELIS FINANCIAL CONSULTANTS, INC.	44045	4/27/2021	18925	UTILITY ENTERPRISE ANALYSIS AN	\$4,900.62
	RDO EQUIPMENT CO.	44046	4/27/2021	P2606939	FILTERS	\$114.77
	RETAIL MARKETING SERVICES, INC.	44048	4/27/2021	180784	INV#180784 CART SERVICE FOR THE MONTH OF MARCH 202	\$650.00
	SALINAS RADIATOR INC	44050	4/27/2021	69039	VEHICLE SERVICE	\$265.00
	SHIELDS, HARPER & CO	44061	4/27/2021	3217087	PART	\$203.87
	SNAP ON INDUSTRIAL	44066	4/27/2021	47584324	SUPPLIES	\$761.35
	SPECIALTY DISTRIBUTORS, INC	44069	4/27/2021	142551	PARTS	\$353.11
	STAPLES CREDIT PLAN	44112	5/5/2021	03/28/2021	OFFICE SUPPLIES	\$135.37

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0740	STATE WATER RESOURCES CNTRL BD	44070	4/27/2021	SW-0210847	INV#SW-0210847 ANNUAL PERMIT 4/1/2021-3/31/2022 FA	\$1,474.00
		44070	4/27/2021	SW-0210845	INV#SW-0210845 ANNUAL PERMIT FROM 4/1/2021-3/31/20	\$1,474.00
	STREET SCENE ON & OFF ROAD PERFORMANCE, INC.	44073	4/27/2021	38189	PARTS AND SERVICE	\$644.36
	STURDY OIL COMPANY	44074	4/27/2021	03/31/2021	PETROLEUM PRODUCTS FOR CITY WI	\$70,921.57
		44074	4/27/2021	03/31/2021	PETROLEUM PRODUCTS FOR CITY WI	\$2,640.61
		44074	4/27/2021	03/31/2021	PETROLEUM PRODUCTS FOR CITY WI	\$316.83
		44074	4/27/2021	03/31/2021	PETROLEUM PRODUCTS FOR CITY WI	\$316.83
	SUNSYSTEM TECHNOLOGY	44075	4/27/2021	039239	CITYWIDE SOLAR MAINTENANCE CON	\$1,409.00
	TENNANT SALES AND SERVICE COMPANY	44080	4/27/2021	917777733	INV#917777733 MATERIALS FOR SCRUBBER	\$376.92
	THE HOSE SHOP INC.	44084	4/27/2021	3/31/2021	SUPPLIES & REPAIR SUPPLIES	\$4,233.26
	TIREHUB, LLC	44085	4/27/2021	19927522	TIRES	\$179.88
		44085	4/27/2021	19980669	TIRES	\$856.66
		44085	4/27/2021	19903264	TIRES	\$1,166.40
	TOWNSEND AUTO PARTS	44086	4/27/2021	04/01/2021	PARTS	\$4,230.75
	TRI-COUNTY FIRE PROTECTION INC	44087	4/27/2021	55238	SERVICE	\$48.64
	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	9464-03/22/2021	SHOP KEY MANAGEMENT	\$22.94
		44113	5/5/2021	9464-03/22/2021	SHOP KEY MANAGEMENT	\$33.62
		44113	5/5/2021	9464-03/22/2021	CORE CHARGE REFUND FOR PART ORDERED 02/16/2021	(\$100.00)
		44113	5/5/2021	9464-03/22/2021	MEMBERSHIP FEE- ALEX GONZALEZ	\$298.00
		44113	5/5/2021	9464-03/22/2021	JACK FOR MSC SHOP	\$520.21
		44113	5/5/2021	2625-03/22/2021	IPHONE ACCESSORIES FOR GENARO	\$52.65

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0740	WATSONVILLE FORD	44096	4/27/2021	04/08/2021	2020 FORD F250 4X4 TRUCKS	\$59,999.92
		44095	4/27/2021	24146	PARTS	\$79.75
	WESTERN TRUCK CENTER-SAN LEANDRO, CA	44099	4/27/2021	084P11076	PARTS	\$1,705.09
		44099	4/27/2021	084P11935	PARTS	\$332.71
		44099	4/27/2021	084P13882	PARTS	\$33.80
	Fund Total					\$227,656.08
0765	LENOVO INC.	43966	4/27/2021	6457020942	LENOVO LAPTOPS REPLACEMENT PROGRAM	\$2,679.85
		43966	4/27/2021	6457025062	FIRE LPT FOR CRP	\$1,992.26
	Fund Total					\$4,672.11
0780	APOSTOLIC ASSEMBLY	44101	5/5/2021	CLAIM #2021-10	SETTLEMENT	\$4,895.00
	LWP CLAIMS SOLUTIONS INC	44108	5/5/2021	941-44320	TRUST DEPOSIT	\$41,009.67
	MICHAEL PEREZ	44110	5/5/2021	CLAIM 2021-11	SETTLEMENT	\$1,237.12
	THE GRUNSKY LAW FIRM LLC	44105	5/5/2021	96508	LEGAL SERVICES	\$7,761.50
	Fund Total					\$54,903.29
0787	MES VISION	44109	5/5/2021	4/30/2021	FUNDING FOR PLAN	\$2,401.38
	PREFERRED BENEFIT	44111	5/5/2021	40099	CLAIMS TO 4/22/2021	\$6,155.39
		44111	5/5/2021	40165	CLAIMS W/E 4/29/2021	\$8,415.33
	Fund Total					\$16,972.10
0790	AT&T-CAL NET 2	43873	4/27/2021	000016289381	CALNET_100MBLINE ENDING 04/09/21	\$821.73
	EPICO SYSTEMS INC.	44103	5/5/2021	2020-99	FIBER PANEL ENCLOSURE	\$335.00
	SOFTWAREONE, INC.	44067	4/27/2021	US-PSI-1039679	MICROSOFT ANNUAL LICENSE RENEWAL	\$96,861.60
	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	2625-03/22/2021	COMM. ROOM HARDWARE REPAIR	\$203.86

Fund #	Vendor Name	Check #	Invoice Date	Invoice	Invoice Description	Amount
0790	U S BANK CORPORATE PAYMENT SYSTEM	44113	5/5/2021	2625-03/22/2021	ACCESSORIES FOR I.T.	\$33.87
		44113	5/5/2021	2625-03/22/2021	IPHONE SPARE ACCESSORIES	\$53.01
	Fund Total					\$98,309.07
Total	Total					\$2,228,741.77



*Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
phone: (831) 460-3200 ~ fax: (831) 460-3215
email: info@sccrtc.org; website: www.sccrtc.org*

*CONTACTS: Shannon Munz, Communications Specialist (smunz@sccrtc.org)
Guy Preston, Executive Director
Luis Pavel Mendez, Deputy Director*

Santa Cruz County Regional Transportation Commission (RTC) May 6, 2021 Meeting Highlights

2021 Unmet Paratransit and Transit Needs

Following a public hearing, the Regional Transportation Commission (RTC) adopted the 2021 Unmet Paratransit and Transit Needs list. The State allocates ¼ cent share of the state's 7.25 cent sales tax to the RTC according to state law. Transportation Development Act (TDA) statutes require transportation planning agencies using TDA funds for local streets and roads projects, to implement a public process, including a public hearing, to identify unmet transit needs of transit dependent or disadvantaged persons, and determine if unmet transit needs can be reasonably met. The RTC does not use TDA funds for local streets and roads projects but conducts a process to identify unmet transit and paratransit needs because it is useful. The RTC will consider unmet paratransit and transit needs from the list as funding becomes available.

Measure D: Five Year Program of Projects for Community Bridges Lift Line

Following a public hearing, the Regional Transportation Commission (RTC) adopted a resolution to approve Community Bridges-Lift Line's proposed Measure D Fiscal Years 2021/2022-2025/2026 five-year programs of projects. Community Bridges/Lift Line Serves as the Consolidated Transportation Services Agencies for Santa Cruz County and provides paratransit services for seniors and people with limited mobility. As a Measure D recipient agency, Community Bridges/Lift Line is required to annually develop, update, hold a public hearing on, and adopt a five-year program of projects that identifies how they plan to use Measure D funds in the upcoming 5 years.

Update on Santa Cruz Metropolitan Transit District (METRO) Projects

The Regional Transportation Commission (RTC) received an update from John Urgo, Planning and Development Director for METRO, on METRO's current projects, including information on the new on-demand service program and mobile fare payment pilot that were recently launched.

Update on City of Capitola Projects

The Regional Transportation Commission (RTC) received an update from Kailash Mozumder with the City of Capitola's Department of Public Works on recent Capitola projects, including three sidewalk projects, the Brommer Street Improvement Project, and the Measure D funded slurry seal project. The update also included information on future projects, including the 41st Avenue Adaptive System, Bay/Capitola Avenue Undergrounding & Roundabout, Clares Street Traffic Calming, Pavement Management, and Upper Pacific Cove Pedestrian Path.

Report Regarding Grant Requirement Compliance in the Context of the Tie Vote by the Commission in Relations to the Transit Corridor Alternatives Analysis and Rail Network Integration Study

The Regional Transportation Commission (RTC) received a report from RTC staff regarding the Caltrans Rail Network Integration Study grant requirements. At the April RTC meeting, a motion to accept the Transit Corridor Alternatives Analysis and Rail Network Integration Study (TCAA/RNIS) Business Plan and direct staff to seek federal and/or State funding to complete the Preliminary Engineering and Environmental Documentation for electric passenger rail on the Santa Cruz Branch Rail Line failed with a 6-6 tie vote. At that time, the RTC requested staff come back to the May meeting to provide information on options for meeting the requirements for the Caltrans RNIS grant the RTC received. Caltrans has determined that the grant requirements have been met with RTC acceptance of the TCAA/RNIS report at the February 4, RTC meeting. Executive Director Guy Preston explained that staff will continue to provide the Commission with information on funding opportunities, including those for rail transit. Currently, there are no rail planning studies on rail transit proceeding. No action was taken on this item.

Upcoming RTC and Committee Meetings

Due to precautions associated with COVID-19 (coronavirus), **all RTC and committee meetings will be held by teleconference only until further notice**. Please check the RTC website [<https://sccrtc.org/meetings/calendar/>] or call 460-3200 to confirm meeting and teleconference information. Agendas are posted to the website at least 3 days before the meeting. Meetings may be canceled if there are no action items to be considered by the committee.

The RTC is committed to its compliance with the Americans with Disabilities Act (ADA) during this time of national emergency. Please contact the RTC at least 3 days in advance of a meeting if special accommodations are needed. If any document, webpage, meeting, or recording is inaccessible to you, kindly notify us at info@sccrtc.org or by calling 831-460-3200.

Regional Transportation Commission Meeting

Thursday, June 3, 2021, 9:00 a.m.

Budget, Administration & Personnel Committee Meeting

Thursday, May 13, 2021, 3:00 p.m.

Bicycle Advisory Committee Special Meeting

Monday, May 10, 2021, 6:00 p.m.

Interagency Technical Advisory Committee

Thursday, May 20, 2021, 1:30 p.m.

Public input on transportation issues is welcomed and encouraged. For more information, visit the SCCRTC website at www.sccrtc.org or call 460-3200. Some Regional Transportation Commission meetings are televised countywide by Community TV of Santa Cruz. Consult www.communitytv.org or call 831-425-8848 for schedule and station information.



P r o c l a m a t i o n

Rocky & Ru Patel

May 11, 2021

WHEREAS, the Rocky and Ru Patel have been part of Watsonville's business community for the past 19 years; and

WHEREAS, the first business the Patels opened in town was Rocky's Ice Cream Café, selling milkshakes, espressos, ice cream, sandwiches and soups; and

WHEREAS, a year later, the Café was converted into the Baskin Robbins they are still operating to this day; and

WHEREAS, in 2019 the Patels opened Mr. Z's Crêpes & Teas, located on Aviation Way; and

WHEREAS, the COVID-19 pandemic began a mere four months after Mr.Z's opened, leaving the Patels, like many other local businesses, concerned about what was to come; and


WHEREAS, the community's response to Mr.Z's menu was so positive that the Patels were able to open a location in Aptos; and

WHEREAS, the Patels support various organizations, including Watsonville's PAL and Parks & Community Services, as well as schools with both donations and volunteer time.

NOW, THEREFORE, I, Jimmy Dutra, Mayor of the City of Watsonville, in the State of California, on behalf of the City Council hereby recognize Rocky and Ru Patel for their many delicious contributions to the local gastronomy as well as their commitment to the community, with wishes for many more successful years to come.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Watsonville to be affixed this 11th day of May, Two thousand and twenty one.


Jimmy Dutra, Mayor

WATSONVILLE, CALIFORNIA



P r o c l a m a t i o n

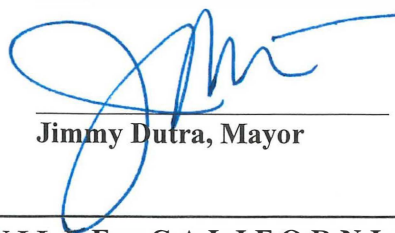
HBJ Oriental Store & Food to Go May 11, 2021

- WHEREAS,** HBJ Oriental Store & Food to Go has been part of the Watsonville community for over 20 years; and
- WHEREAS,** HBJ Oriental Store is one of only a few Asian grocery stores in Santa Cruz County, and is a favorite of many locals; and
- WHEREAS,** owner Marcelino Bayuga is proud to provide Filipino cooking staples, as well as fresh produce such as long beans, okra, bitter melon, saluyot and calabasa; and
- WHEREAS,** HBJ Oriental Store is known throughout the County for serving authentic Filipino home cooked food; and
- WHEREAS,** dishes served include pork adobo, dinuguan, pancit, lumpia, chicken sisig and pinakbet; and
- WHEREAS,** customers describe the staff as courteous and friendly, and appreciate always being greeted upon entering the store; and
- WHEREAS,** the food counter offers special pricing for students, which many of the kids from the nearby high school appreciate.

NOW, THEREFORE, I, Jimmy Dutra, Mayor of the City of Watsonville, in the State of California, on behalf of the City Council hereby recognize Marcelino Bayuga and the HBJ Oriental Store & Food to Go for providing this international cuisine to the city, with wishes for them to continue being a part of the community for many years to come.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Watsonville to be affixed this 11th day of May, Two thousand and twenty one.


Jimmy Dutra, Mayor

WATSONVILLE, CALIFORNIA

City Manager

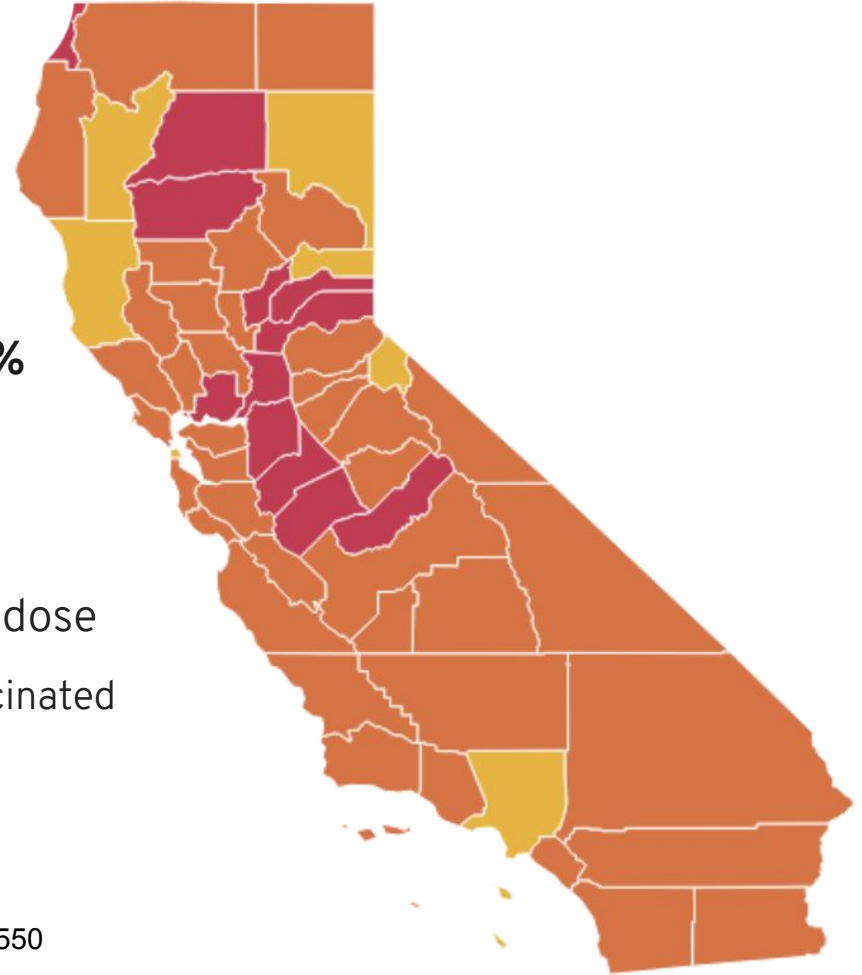
Update - May 11, 2021

COVID-19

FOR MORE INFORMATION VISIT [COVI19.CA.GOV](https://covi19.ca.gov)

- 14,487,324 Fully Vaccinated in CA- **45.5%**
- 5,253,745 Partially Vaccinated in CA- **16.5%**
- **101** Active Cases in Santa Cruz County
- **205** Deaths
- **90.2%** Vaccination in 95076 with at least 1 dose
- **77.69%** of Eligible South County Population Vaccinated
- Testing Locations

www.santacruzhealth.org/testing



CDC Approved Vaccine for Kids 12+

Everyone over 16 is eligible **NOW**

Children ages 12+
Starting Soon

FOR MORE INFORMATION VISIT
[MYTURN.CA.GOV](https://myturn.ca.gov)



Vaccine Clinics

City of Watsonville - 768-3279

- **City Hall:** Thursday - Mondays (walk-ins)
- **County Fair Grounds** (phasing-out)
- **Health Care Providers**



www.santacruzhealth.org/coronavirusvaccine

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Neighborhood Traffic Plan (NTP) Update

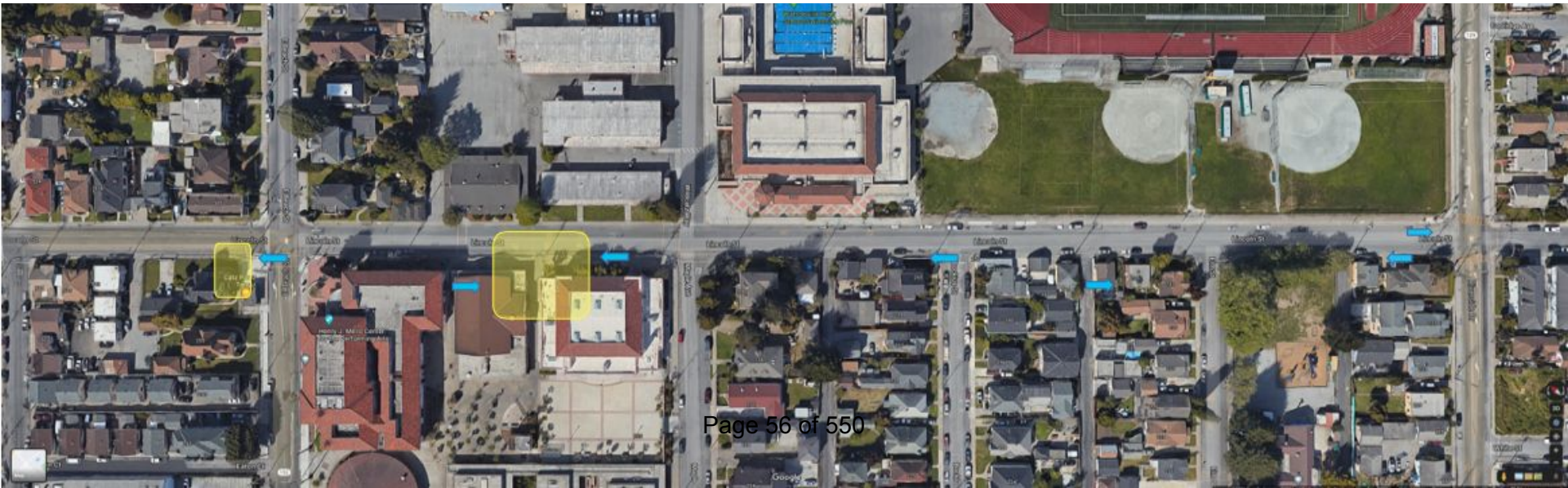
- Bridge Street NTP:
- Clifford Avenue/ Rosewood NTP:
- Roache Road NTP:



Community Redistricting Advisory Committee



Lincoln Street Safety Improvements Project



Main Library Expanded Reopening!



Ad Hoc Committee on Policing and Social Equity



Utility Rate Noticing



Youth Sports & Summer Programs



Budget & Strategic Plan Outreach

- Council Strategic Plan Workshop
- 2 Budget 101 presentations
- 3 Town Hall Meetings

NEXT:

- June 8, 2021 Strategic Plan Draft & First Budget Hearing
- June 22, 2021 Adoption of Budget and Strategic Plan



American Rescue Plan



Downtown Watsonville Specific Plan



Contact Information

citymanager@cityofwatsonville.org





MINUTES REGULAR CITY COUNCIL MEETING

April 27, 2021

City of Watsonville
Teleconference/Remote

4:30 p.m.

1. CLOSED SESSION

Public comments regarding the Closed Session Agenda were accepted by the City Council at that time.

The City Council of the City of Watsonville recessed to Closed Session to discuss the matters that follow:

1.a CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Government Code Section 54956.9)

Pending Litigation pursuant to subdivision (d)(1):

1) Name of case: Monterey Bay Aviation, Inc., dba United Flight Services v City of Watsonville, et al - Santa Cruz Superior Court (Case No. 19C03692)

2) Name of case: Monterey Bay Aviation, Inc., dba United Flight Services v City of Watsonville, et al - Santa Cruz Superior Court (Case No. 20CV01562)

1.b CONFERENCE WITH LABOR NEGOTIATOR
(Government Code Section 54957.6)

Agency Negotiator: Nathalie Manning, Matt Huffaker

Employee organization: Service Employees International Union, Local 521 Clerical Technical (SEIU)

5:30 P.M.

2. ROLL CALL

Mayor Dutra (arrived at 7:46 p.m.), Mayor Pro Tempore Parker, and Council Members Estrada, García, González, Hurst, and Montesino were present via teleconference through Zoom Webinar.

Staff members present via teleconference through Zoom Webinar were City Manager Huffaker, City Attorney Smith, City Clerk Vázquez Flores, Assistant City Manager Vides, Deputy City Manager Manning, Police Chief Honda, Fire Chief Lopez, Administrative Services Director Czerwin, Airport Director Williams, Community Development Director Merriam, Interim Library Director Martinez, Innovation & Technology Director Boyes, Parks & Community Services Director Calubaquib, Assistant Public Works & Utilities Directors Rodriguez and Di Renzo, Assistant Police Chief Sims, Special Counsel

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Willis, Housing Manager Landaverry, Assistant City Clerk Ortiz, and Interpreter Vázquez-Quintero.

3. PLEDGE OF ALLEGIANCE

4. INFORMATION ITEMS

4.a REPORT OF DISBURSEMENTS

4.b MISCELLANEOUS DOCUMENTS REPORT

4.c WRITTEN REPORTS BY COUNCIL MEMBERS REGARDING ACTIONS TAKEN ON THEIR REGIONAL COMMISSIONS/BOARD MEETINGS THAT MAY AFFECT THE CITY OF WATSONVILLE (None)

5. PRESENTATIONS & ORAL COMMUNICATIONS

5.a ORAL COMMUNICATIONS FROM THE PUBLIC

Steve Trujillo asked for more outreach from the City regarding redistricting. He asked that residents and visitors care for the environment.

Eli asked Council to allow public to participate in Policing and Social Equity Committee meetings.

Gina Cole asked Council to consider an emergency resolution to support the Santa Cruz County Regional Transportation Commission (SCCRTC) Business Plan.

Carmen Herrera-Mansir, El Pájaro Community Development Corporation, invited the public to participate in their marketing and promotion workshop series.

Barry Scott, Aptos resident, asked the Council and public to contact SCCRTC to express their support for the Business Plan for Electric Passenger Rail on the Santa Cruz Branch Rail Line.

Celeste Gutierrez, Policing and Social Equity Committee Member, asked staff and Council to announce that the Committee would cease holding public meetings.

5.b ORAL COMMUNICATIONS FROM THE COUNCIL (2 MINUTES EACH)

Member Estrada thanked staff and participants of the Policing and Social Equity Committee for their work. He asked those who had issues with the way the Committee met, to contact him directly.

Member Hurst asked for increased enforcement on reckless driving and loud vehicles. He asked the public to support the SCCRTC Business Plan.

Member González invited the public to participate in Pájaro Valley Unified School District's Local Control Accountability Plan. He spoke about SCCRTC's recent vote on their Business Plan and asked the public to pressure SCCRTC representatives to vote in favor of rail services for South Santa Cruz County.

Member Montesino asked the public to support the SCCRTC Business Plan.

Mayor Pro Tempore Parker encouraged the public to shop local.

Member García spoke about several events she participated in over the previous weeks. She spoke about the League of California Cities' Latino Caucus Webinar regarding changes to the redistricting process.

5.c REPORT OUT OF CLOSED SESSION

City Attorney Smith reported that Council received reports on all items listed in Closed Session, but took no final action.

5.d MAYOR'S PROCLAMATION RECOGNIZING MATT EGUCHI & THE ENTIRE BODY ZONE HEALTH & FITNESS CLUB TEAM FOR THEIR COMMITMENT TO PROVIDING A FAMILY ENVIRONMENT, WHERE ALL FEEL WELCOME & SAFE WHILE EXERCISING

5.e MAYOR'S PROCLAMATION RECOGNIZING MAY 2021 AS BUILDING SAFETY MONTH & ENCOURAGING EVERYONE IN THE COMMUNITY TO EDUCATE THEMSELVES ON THIS IMPORTANT TOPIC, & THANK OUR BUILDING OFFICIALS FOR THE EXCELLENT WORK THEY DO ON A DAILY BASIS

6. REPORTS TO COUNCIL -- No Action Required

6.a PRESENTATION ON BUDGET FORECAST BY ADMINISTRATIVE SERVICES DIRECTOR CZERWIN

Administrative Services Director Czerwin answered questions from Member García regarding sales tax data and administrative costs associated with them.

In answering Member Estrada, Administrative Services Director Czerwin spoke about feedback received from the public as part of data collected through the workshops and a survey.

7. CONSENT AGENDA

Eli stated the proposed salary adjustments were excessive and not in line with the earnings of the community.

MOTION: It was moved by Member García, seconded by Member González and carried by the following vote to approve the Consent Agenda:

AYES:	MEMBERS:	Estrada, García, González, Hurst, Montesino, Parker
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	Dutra

7.a MOTION APPROVING MINUTES OF APRIL 10 & 13, 2021

**7.b RESOLUTION NO. 103-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING CONTRACT CHANGE ORDER NUMBER 2 WITH K. J. WOODS
CONSTRUCTION, INC., A CORPORATION, FOR THE MADISON ALLEY SANITARY
SEWER REPLACEMENT, PROJECT NO. SS-20-02; INCREASING THE SCOPE OF
WORK AND CONTRACT AMOUNT NOT TO EXCEED \$23,076.47, AND DIRECTING
THE CITY MANAGER TO EXECUTE SAME**

**7.c RESOLUTION NO. 104-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING THE REVISED JOB DESCRIPTION OF ASSISTANT CITY CLERK
(MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM
\$34.59 – \$46.35 PER HOUR TO \$36.48 - \$48.89 PER HOUR**

**7.d RESOLUTION NO. 105-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING AND AUTHORIZING THE NEW JOB CLASSIFICATION AND JOB
DESCRIPTION FOR ASSISTANT FINANCE MANAGER (MANAGEMENT UNIT)
AT THE ESTABLISHED SALARY RANGE OF \$48.02 - \$61.28 PER HOUR**

**7.e RESOLUTION NO. 106-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING THE REVISED JOB DESCRIPTION OF POLICE SERVICE SPECIALIST
(OPERATING ENGINEERS LOCAL UNION NO. 3) AND REAFFIRMING THE
ESTABLISHED SALARY RANGE OF \$23.84 - \$31.96 PER HOUR**

**7.f PARKS AND COMMUNITY SERVICES DEPARTMENT JOB DESCRIPTIONS &
SALARY RANGES**

**1) RESOLUTION NO. 107-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING THE REVISED JOB DESCRIPTION OF PARK MAINTENANCE
WORKER I (OPERATING ENGINEERS LOCAL UNION NO. 3) AND
REAFFIRMING THE ESTABLISHED SALARY RANGE OF \$19.14 - \$25.65
PER HOUR**

- 2) **RESOLUTION NO. 108-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF PARK MAINTENANCE WORKER II (OPERATING ENGINEERS LOCAL UNION NO. 3) AND REAFFIRMING THE ESTABLISHED SALARY RANGE OF \$21.19 - \$28.39 PER HOUR
- 3) **RESOLUTION NO. 109-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF SENIOR PARK MAINTENANCE WORKER (OPERATING ENGINEERS LOCAL UNION NO. 3) AND REAFFIRMING THE ESTABLISHED SALARY RANGE OF \$23.27 - \$31.18 PER HOUR
- 4) **RESOLUTION NO. 110-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF RECREATION SPECIALIST (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$21.10 – \$28.28 PER HOUR TO \$24.67 - \$33.06 PER HOUR
- 5) **RESOLUTION NO. 111-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF RECREATION COORDINATOR (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$25.25 – \$34.23 PER HOUR TO \$29.02 - \$38.89 PER HOUR
- 6) **RESOLUTION NO. 112-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE REAFFIRMING THE ESTABLISHED JOB DESCRIPTION OF RECREATION FACILITIES COORDINATOR (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$25.25 – \$34.23 PER HOUR TO \$29.02 - \$38.89 PER HOUR)
- 7) **RESOLUTION NO. 113-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF PARK MAINTENANCE SUPERVISOR (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$29.24 – \$39.19 PER HOUR TO \$32.65 - \$43.75 PER HOUR
- 8) **RESOLUTION NO. 114-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF RECREATION SUPERVISOR (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF

THE SALARY RANGE FROM \$29.31 – \$39.28 PER HOUR TO \$32.65 - \$43.75 PER HOUR

- 9) RESOLUTION NO. 115-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE REAFFIRMING THE ESTABLISHED JOB DESCRIPTION OF OLDER ADULT SERVICES SUPERVISOR (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$29.31 – \$39.28 PER HOUR TO \$32.65 - \$43.75 PER HOUR**
- 10) RESOLUTION NO. 116-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF PARK SERVICES MANAGER (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$32.16 – \$43.09 PER HOUR TO \$36.73 - \$49.22 PER HOUR**
- 11) RESOLUTION NO. 117-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF RECREATION SERVICES MANAGER (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$32.26 – \$43.23 PER HOUR TO \$36.73 - \$49.22 PER HOUR**
- 12) RESOLUTION NO. 118-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF PARKS SUPERINTENDENT (MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$36.87 – \$49.41 PER HOUR TO \$41.32 - \$55.37 PER HOUR**
- 13) RESOLUTION NO. 119-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF RECREATION SUPERINTENDENT (MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$36.87 – \$49.41 PER HOUR TO \$41.32 - \$55.37 PER HOUR**
- 14) RESOLUTION NO. 120-21 (CM):
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF ASSISTANT PARKS AND COMMUNITY SERVICES DIRECTOR (MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$44.91 – \$60.18 PER HOUR TO \$46.49 - \$62.29 PER HOUR**

- 15) **RESOLUTION NO. 121-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING THE REVISED JOB DESCRIPTION OF PARKS AND
COMMUNITY SERVICES DIRECTOR (EXECUTIVE TEAM) AND
REAFFIRMING THE ESTABLISHED SALARY RANGE OF \$62.87 - \$84.26
PER HOUR

7.g PUBLIC WORKS & UTILITIES CLASSIFICATIONS

- 1) **RESOLUTION NO. 122-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING THE REVISED JOB DESCRIPTION OF COLLECTION SYSTEMS
MANAGER (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF THE
SALARY RANGE FROM \$35.40 – \$47.43 PER HOUR TO \$39.57 - \$53.03 PER
HOUR
- 2) **RESOLUTION NO. 123-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING AND AUTHORIZING THE NEW JOB CLASSIFICATION AND
JOB DESCRIPTION FOR FLEET AND WAREHOUSE COORDINATOR (MID-
MANAGEMENT UNIT) AT THE ESTABLISHED SALARY RANGE OF \$27.38 -
\$36.69 PER HOUR
- 3) **RESOLUTION NO. 124-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING AND AUTHORIZING THE NEW JOB CLASSIFICATION AND
JOB DESCRIPTION FOR WASTE AND RECYCLING CENTER SUPERVISOR
(MID-MANAGEMENT UNIT) AT THE ESTABLISHED SALARY RANGE OF
\$29.00 - \$38.87 PER HOUR AND REPEALING THE JOB CLASSIFICATION
AND DESCRIPTION OF PROCESSING CENTER COORDINATOR
- 4) **RESOLUTION NO. 125-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING THE REVISED JOB DESCRIPTION OF ENVIRONMENTAL
PROJECTS ANALYST (MANAGEMENT UNIT) AND THE REALLOCATION OF
THE SALARY RANGE FROM \$30.54 – \$40.93 PER HOUR TO \$31.82 - \$42.65
PER HOUR
- 5) **RESOLUTION NO. 126-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE
APPROVING AND AUTHORIZING THE NEW JOB CLASSIFICATION AND
JOB DESCRIPTION FOR SENIOR ENVIRONMENTAL PROJECTS ANALYST
(MANAGEMENT UNIT) AT THE ESTABLISHED SALARY RANGE OF \$36.48 -
\$48.89 PER HOUR

- 6) **RESOLUTION NO. 127-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF WATER SERVICES SUPERVISOR (MID-MANAGEMENT UNIT) AND REAFFIRMING THE ESTABLISHED SALARY RANGE OF \$41.04 - \$55.00 PER HOUR
- 7) **RESOLUTION NO. 128-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF WASTEWATER OPERATIONS SUPERVISOR (MID-MANAGEMENT UNIT) AND THE REALLOCATION OF THE SALARY RANGE FROM \$42.08 – \$56.39 PER HOUR TO \$44.18 - \$59.21 PER HOUR
- 8) **RESOLUTION NO. 129-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE REVISED JOB DESCRIPTION OF SOURCE CONTROL INSPECTOR (OPERATING ENGINEERS LOCAL UNION NO. 3) AND REAFFIRMING THE ESTABLISHED SALARY RANGE OF \$29.58 - \$39.64 PER HOUR
- 7.h **RESOLUTION NO. 130-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE RECOGNIZING THE FIRE MANAGEMENT GROUP REPRESENTING THE DIVISION FIRE CHIEF AND BATTALION CHIEF CLASSIFICATIONS ON MATTERS WITHIN THE SCOPE OF REPRESENTATION INCLUDING WAGES, HOURS, AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT
- 7.i **RESOLUTION NO. 131-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE RECOGNIZING THE POLICE MANAGEMENT GROUP REPRESENTING THE ASSISTANT POLICE CHIEF AND POLICE CAPTAIN CLASSIFICATIONS ON MATTERS WITHIN THE SCOPE OF REPRESENTATION INCLUDING WAGES, HOURS, AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT
- 7.j **RESOLUTION NO. 132-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPOINTING MEMBERS TO THE HENRY J. MELLO PERFORMING ARTS CENTER BOARD OF DIRECTORS JOINT POWERS AUTHORITY
- 8. **ITEMS REMOVED FROM CONSENT AGENDA (*None*)**
- 9. **NEW BUSINESS**

9.a PROPOSED PROCESS FOR REDISTRICTING

1) Report by Special Counsel Willis

2) City Council Clarifying & Technical Questions

Mr. Willis and City Clerk Vázquez Flores answered questions from Member García regarding public hearing requirements for the redistricting process and required City webpages as part of redistricting.

In answering Member Hurst, Mr. Willis spoke about best practices in the redistricting process to prevent exposure to litigation.

3) Public Input

In answering Steve Trujillo, Mr. Willis stated district boundaries would be discussed by the proposed committee, the public and the Council. He encouraged residents to participate in the process.

Eli told Mayor Pro Tempore Parker that she was interested in serving on the Community Redistricting Advisory Committee and would be applying.

Mr. Willis and City Clerk Vázquez Flores, in answering Member García, clarified the timeline for the redistricting process. Member García asked staff to use Instagram to inform residents about the redistricting process and use the Santa Cruz Sentinel for publication of ads, as it was more widely read than the Register Pájaronian.

In answering Member Hurst, Mr. Willis stated he and staff would work to incorporate ideas and populations from the hard to count residents not included in Census data.

In answering Member González, City Clerk Vázquez Flores explained the application timeline and the appointment process for the Community Redistricting Advisory Committee.

- 4) **MOTION:** It was moved by Member Estrada, seconded by Member García and carried by the following vote to establish a seven-member Community Redistricting Advisory Committee by resolution on May 25, 2021; approve a Community Redistricting Advisory Committee application; approve a tentative calendar for the City's redistricting process; and authorize City staff to undertake the public outreach process:

AYES:	MEMBERS:	Estrada, González, García, Hurst, Montesino, Parker
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	Dutra

9.b HOUSING FOR A HEALTHY SANTA CRUZ: A STRATEGIC FRAMEWORK FOR ADDRESSING HOMELESSNESS IN SANTA CRUZ COUNTY

1) Report by Human Services Department Director Randy Morris & Human Services Department Director Robert Ratner, MPH, MD

2) City Council Clarifying & Technical Questions

In answering Member García, Mr. Ratner and Mr. Morris spoke about data available regarding homeless population demographics and efforts to diversify data collection efforts. Mr. Morris spoke about efforts to increase participation from Watsonville residents in discussions regarding homelessness and efforts to increase Watsonville membership in related committees.

Mr. Ratner answered questions from Member Hurst regarding data collection efforts regarding homelessness and increasing consistency in terms used to describe the homeless.

Mayor Pro Tempore Parker asked Mr. Ratner to partner with Pájaro Valley Unified School District to collect data regarding homelessness as their data included crucial demographics information.

Mr. Morris and Mr. Ratner answered questions from Mayor Dutra regarding efforts to distribute resources and efforts equitably Countywide, funding for shelter services at the Veteran's Hall and demobilization of that shelter location, and discussions regarding creating shelters for homeless in Watsonville.

3) Public Input

Steve Trujillo asked that homeless people be contacted by social workers to assist in their relocation.

Nancy Claspill spoke about challenges homeless families face and spoke about lack of investment from members of the community to help them.

Steph spoke about challenges disabled homeless residents faced and asked staff to address temporary housing locations that did not meet ADA standards. She also asked that transportation be provided for the homeless to shelter locations and that vaccines be provided to them.

Eli asked for staff to be educated about homeless needs, create affordable housing, and be equitable with County resources when addressing homelessness Countywide.

- 4) **MOTION:** It was moved by Member Estrada, seconded by Member González and carried by the following vote to accept and file the final version of the Housing for a Healthy Santa Cruz: A Strategic Framework for Addressing Homelessness in Santa Cruz:

AYES:	MEMBERS:	Estrada, García, González, Hurst, Montesino, Parker, Dutra
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	None

10. **EMERGENCY ITEMS ADDED TO AGENDA**

In answering Member Hurst, City Attorney Smith explained the types of items that could be considered as emergency items. City Attorney Smith further clarified that the consideration of support of the SCCRTC Business Plan did not meet that criteria.

Member Dutra encouraged Council and the public to contact SCCRTC and participate in the discussion regarding the SCCRTC Business Plan. He explained the process for adding items to an agenda.

Member Hurst requested that consideration of support of the SCCRTC Business Plan be added to the next agenda.

11. **REQUESTS & SCHEDULING FUTURE AGENDA ITEMS**

In answering Member Montesino, City Clerk Vázquez Flores and City Attorney Smith explained the process for scheduling a special City Council meeting.

MOTION: It was moved by Member González, seconded by Member Montesino and carried by the following vote to direct staff to schedule a meeting on April 30, 2021, at 4:30 p.m. to consider support of the SCCRTC Business Plan:

AYES:	MEMBERS:	Estrada, García, González, Hurst, Montesino, Parker, Dutra
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	None

Member Hurst requested a report at a future meeting regarding traffic calming measures and enforcement on reckless driving.

12. **ADJOURNMENT**

The meeting adjourned at 8:48 p.m.

Jimmy Dutra, Mayor

ATTEST:
Beatriz Vázquez Flores, City Clerk

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MINUTES REGULAR CITY COUNCIL MEETING

April 30, 2021

City of Watsonville
Teleconference/Remote

4:30 p.m.

1. ROLL CALL

Council Members Estrada, García, González, Hurst, and Montesino were present via teleconference through Zoom Webinar. Mayor Dutra and Mayor Pro Tempore Parker were absent.

Staff members present via teleconference through Zoom Webinar were City Manager Huffaker, City Attorney Smith, City Clerk Vázquez Flores, Assistant City Manager Vides, Deputy City Manager Manning, Public Works & Utilities Director Palmisano, Fire Chief Lopez, Administrative Services Director Czerwin, Airport Director Williams, Innovation & Technology Director Boyes, Parks & Community Services Director Calubaquib, Assistant City Clerk Ortiz, and Interpreter Landaverry.

City Clerk Vázquez Flores advised the Council that pursuant to Municipal Code Section 2-1.107, in the absence of the Mayor and Vice Mayor, the Council needed to elect a temporary chair to facilitate the meeting. City Clerk Vázquez Flores opened the nomination period for a temporary chair.

MOTION: It was moved by Member Hurst, seconded by Member García and carried by the following vote to elect Member Estrada as temporary chair:

AYES:	MEMBERS:	Estrada, García, González, Hurst, Montesino
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	Parker, Dutra

2. PLEDGE OF ALLEGIANCE

3. CONSENT AGENDA

Jack Brown, resident of Santa Cruz County, stated that Council, at the previous meeting, made a motion to hold an emergency meeting to discuss the proposed Consent Agenda Item, which was a violation of the Brown Act. He added that the meeting should be invalidated because such item did not meet criteria to be discussed at an emergency meeting. He stated that the agenda indicated it had been noticed 72 hours in advance of the meeting, which was untrue. He asked Temporary Chair Estrada to adjourn the meeting immediately.

The following speakers spoke in support of Item 3.a:

Steve Trujillo
Takashi Mizuno
Trina Coffman-Gomez
Mckenna Maness
Nancy Faulstich, Regeneración Pájaro Valley Climate Action
Gina Cole, Bike Santa Cruz County
Graham Freeman, Bike Santa Cruz County

Celeste
Barry Scott
David Van Brink
Mark Johannessen
Stephanie Wells, Santa Cruz County resident
Monterey County Supervisor Luis Alejo
Faina Segal
Judy Gittelsohn

MOTION: It was moved by Member Montesino, seconded by Member González and carried by the following vote to approve the Consent Agenda:

AYES:	MEMBERS:	García, González, Hurst, Montesino, Estrada
NOES:	MEMBERS:	None
ABSENT:	MEMBERS:	Parker, Dutra

- 3.a RESOLUTION NO. 133-21 (CM):**
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE URGING THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION TO ACCEPT THE DRAFT BUSINESS PLAN FOR ELECTRIC PASSENGER RAIL ON THE SANTA CRUZ BRANCH RAIL LINE PREPARED AS PART OF THE ANALYSIS/RAIL NETWORK INTEGRATION STUDY

- 4. ADJOURNMENT**
The meeting adjourned at 5:06 p.m.

Francisco Estrada, Chair

ATTEST:

Beatriz Vázquez Flores, City Clerk



Agenda Report

MEETING DATE: Tuesday, May 11, 2021

TO: City Council

FROM: PARKS & COMMUNITY SERVICES DIRECTOR CALUBAQUIB
ASSISTANT PARKS AND COMMUNITY SERVICES DIRECTOR
HEISTEIN

SUBJECT: CALL FOR BIDS FOR THE WATSONVILLE SLOUGH CONNECTOR
TRAIL PROJECT AT RAMSAY PARK PK-21-01

STATEMENT OF ISSUES:

This is a call for bids for construction of civil improvements for an Urban Greening Grant project at Ramsay Park to install pedestrian and bicycle improvements, storm water enhancements, trees and landscaping, and other park infrastructure improvements. Plans and specifications are on file with the City Clerk.

RECOMMENDED ACTION:

Staff recommends that the City Council adopt the Resolution Calling for Bids for the construction of the Watsonville Slough Connector Trail Project at Ramsay Park (No. PK-21-01). The Engineer's Estimate for the project is \$2,384,190. Funds for the project are allocated from the Special Grants Fund, Community Development Block Grant (CDBG) Fund, Cannabis Measure M Fund, Park Development Fund, and General Fund.

DISCUSSION:

In 2019, the Watsonville Parks & Community Services Department was awarded an Urban Greening Grant from the California Natural Resources Agency for the Watsonville Slough Connector Trail Project at Ramsay Park to build and improve pedestrian facilities, non-vehicular commuter routes, and trees and landscaping within the park. The design of the project was developed through 2020-2021 and Construction Plans and Specs recently completed.

The project is designed to maximize community use through active transportation and recreational trails in the park that connect to Main Street, Harkins Slough Road, park amenities, the Watsonville Slough Trail System, the Target Overlook Shopping Center, and surrounding destinations. The project will also improve the environmental character of the park through the installation of green infrastructure such as permeable trails, stormwater capture gardens, trees, and landscaping while also providing essential environmental benefits to the region as a whole through carbon sequestration, air pollution reduction, stormwater retention, and habitat enhancement.

This project is consistent with past planning efforts such as the Ramsay Park Master Plan (2019), Parks & Community Services Strategic Plan (2020), Complete Streets Plan-Safe Routes to Schools (2020), Climate Action Plan Update (2018), and Urban Greening Plan (2012) that recommend improved park accessibility, trail connectivity, urban forest resources, green infrastructure, biodiversity, reductions in Greenhouse Gas Emissions, safe routes to schools, and major recreational amenity updates to Ramsay Park.

This project implements aspects of the Ramsay Park Master Plan by providing pedestrian infrastructure to support park amenity upgrades (both recently completed and planned) such as the Ramsay Bicycle Pump Track, Soccer Field renovation, Playground renovation, Dog Park, and Nature Center expansion. It will also significantly expand ADA access, pedestrian and bicyclist safety, and address deferred maintenance of aging infrastructure and amenities such as resurfacing of existing parking lots, basketball/volleyball courts, trails, and misc. drainage areas.

Specific project elements include:

- Creation of approx. .4 miles of Class IV bike lane on Harkins Slough Rd. and .49 miles of ADA-accessible pedestrian facilities within Ramsay Park
- 976 linear feet of split-rail wood fencing along Harkins Slough Rd.
- 16,542 square feet of sidewalk and trail improvements
- 9 ADA ramps/ sloped ramps
- 2 crosswalks
- 4 advanced warning crossing signs
- 583 linear feet of bike lane buffer curbs
- 1,850 square feet of bike lane striping on Harkins Slough Rd.
- 4 rain gardens
- 13 sunken tree wells
- 1 wetland overlook platform
- Invasive plant removal, tree pruning, a riparian habitat restoration of approximately 1.3 acres adjacent to the Watsonville Slough trail in Ramsay Park
- Installation of 150 15-gallon trees, 1300 1-gallon and 5-gallon drought tolerant or CA native plants, and 300 cubic yards of soil and mulch
- 30 wayfinding signs
- 3 interpretative signs
- 1 project sign/ funding acknowledgement sign

The bid package associated with this Call for Bids is for the civil improvements associated with Watsonville Slough Connector Trail Project at Ramsay Park such as demolition of existing hardscape, concrete and asphalt paving, retaining walls, ADA improvements, permeable surfacing, fencing, earthwork, grading, drainage, signage, irrigation and planting infrastructure, and site furnishings.

The Parks & Community Services Department anticipates further coordination and agreements with the Public Works & Utilities Department, local partners, and landscaping contractors to accomplish bicycle lane striping, landscaping, and riparian habitat enhancement in the near future. Construction of all improvements is planned to occur from

late Summer 2021 to early Spring 2022. The total project cost is estimated at \$3,139,828, which includes City match.

STRATEGIC PLAN:

This recommendation is consistent with a number of Council Strategic Goals such as 02-Fiscal Health, for leveraging state and local grant funds for the project; 03-Infrastructure & Environment, for replacing aging park infrastructure and improving the environment; 05-Community Engagement & Well-Being, for enhancing recreational and exercise opportunities; and 06-Public Safety for improving bicycle and pedestrian safety.

FINANCIAL IMPACT:

The Engineer's Estimate for this Call for Bids is \$2,384,190. The breakdown of funding sources is as follows:

- \$751,190 (337) Urban Greening / Special Grants Fund
- \$200,000 (205) Community Development Block Grant (CDBG) Federal Fund
- \$95,000 (291) Cannabis Measure M Fund
- \$150,000 (281) Park Development Fund
- \$1,188,000 (150) General Fund

ALTERNATIVE ACTION:

The City Council may choose not to call for bids. Project bidding would be delayed and construction may not meet the grant deadlines.

ATTACHMENTS AND/OR REFERENCES (If any):

None.

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING PLANS AND SPECIFICATIONS AND CALLING FOR BIDS FOR THE WATSONVILLE SLOUGH CONNECTOR TRAIL PROJECT AT RAMSAY PARK, PROJECT NO. PK-21-01 (ESTIMATED COST OF \$2,384,190: \$751,190 WILL BE FUNDED FROM THE URBAN GREENING SPECIAL GRANTS FUND, \$200,000 FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND, \$95,000 FROM THE CANNABIS MEASURE M FUND, \$150,000 FROM THE PARK DEVELOPMENT FUND, AND \$1,188,000 FROM THE GENERAL FUND)

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the plans and specifications for the construction of the Watsonville Slough Connector Trail Project at Ramsay Park, Project No. PK-21-01, copies of which are on file in the Office of the City Clerk, are hereby ratified and approved.

2. That the Purchasing Officer is hereby authorized and directed to call for public competitive sealed bids for the above named project, and that the bids are to be opened in the "Old City Council Chambers," 250 Main Street, Watsonville, California, on Tuesday, June 15, 2021, at 11:00 A.M., and the City Clerk is hereby directed to give notice inviting such sealed bids in the time, form, and manner provided by law.

3. That hand-carried bids should be delivered to the City of Watsonville, 250 Main Street, Watsonville, California, c/o Purchasing Officer. Bidders may mail bids at their own risk to the City of Watsonville, c/o Purchasing Officer, 250 Main Street, Watsonville, California 95076.

4. That after the bids are opened, they shall be tabulated and analyzed and a report submitted to the City Manager, who shall recommend the awarding, or other action, to the Council at its next regular meeting, or as soon thereafter as possible.



Agenda Report

MEETING DATE: Tuesday, May 11, 2021

TO: City Council

FROM: PARKS & COMMUNITY SERVICES DIRECTOR CALUBAQUIB
IMELDA NEGRETE, RECREATION SUPERINTENDENT

SUBJECT: RESOLUTION APPROVING FIRST AMENDMENT TO THE
AGREEMENT WITH PAJARO VALLEY UNIFIED SCHOOL DISTRICT
FOR CHILDREN'S LEARNING SERVICES

STATEMENT OF ISSUES:

An amendment extending the term of the City's current agreement with the Pájaro Valley Unified School District is needed to provide the City's Excel in Place program.

RECOMMENDED ACTION:

That the City Council adopt a resolution approving the first amendment to the agreement with the Pájaro Valley Unified School District, extending the term until June 30, 2021 and increasing compensation to City by \$25,000 to not exceed \$125,000.

DISCUSSION:

On September 22, 2020, the City entered into an agreement with the Pájaro Valley Unified School District to provide children's learning services. The Department has been collaborating with the Pájaro Valley Unified School District since the beginning of the 2020-2021 school year to provide a model that offers distance learning services to the public, particularly children of District employees and other essential workers, in a manner that follows state and local health orders and guidelines related to COVID-19.

The Department also collaborates with the County of Santa Cruz to offer three additional sites.

The Department will continue to process and collect registration.

This amendment includes the following changes to the existing agreement:

- Extension of the agreement to end on June 30, 2021.
- Pájaro Valley Unified School District obligations is amended to increase compensation to City by \$25,000 to not exceed \$125,000.

STRATEGIC PLAN:

This program in collaboration with the Pájaro Valley Unified School District supports the Strategic Plan Priority of 05-Community Engagement & Well-Being by leveraging resources and strengthening community partnerships by providing youth activities and programs.

FINANCIAL IMPACT:

Expenses for the program are paid for by this agreement.

These funds will be allocated as follows:

- Revenue: 337-5895-12178 - \$125,000
- Expenditures: 337-7021-12178 - \$125,000

ALTERNATIVE ACTION:

The Council could not approve this agreement and the program would not continue.

ATTACHMENTS AND/OR REFERENCES (If any):

- 1) Pájaro Valley Unified School District Consultant Service Agreement, dated September 22, 2020

****THIS AGREEMENT REQUIRES AN APPROVED PURCHASE ORDER PRIOR TO COMMENCEMENT OF SERVICES****

PAJARO VALLEY UNIFIED SCHOOL DISTRICT PURCHASING DEPARTMENT

294 Green Valley Rd, Watsonville, CA 95076 Ph: (831) 786-2100 x 2195, Fax: (831) 728-6922

Mailing Address 231 UNION STREET _____ 231 Union Street, Watsonville, CA 95076

Social Security Number: _____ or Tax ID #: 94-6000-451

Phone: (831) 768-3240 _____ Fax: (831) 763-4078

E-mail (optional): _____

PERS and STRS COMPLIANCE

The following must be completed by individual consultants (consultant firms should disregard it).

A. Are you now, or have you ever been, a member of the Public Employees' Retirement System (PERS) or the State Teachers Retirement System (STRS)?

X No Yes If yes: PERS or STRS

B. Are you now, or have you ever been, an employee of PVUSD or any other federal, state or local government agency?

X No Yes If yes: Last Date Paid: _____

I certify that all services shall be rendered at time other than my regular assigned workday at that agency.

Note: Individuals paid as a consultant but later hired by PVUSD as an employee (ex: as a substitute teacher) will be subject to payroll taxes for all earnings accrued in the calendar year hired, including any consultant fees earned in that year.

FOR FEDERALLY FUNDED PROGRAMS

"I certify that I am not, nor have not, been debarred or suspended by any Federal Government Department or Agency from doing work which I am now being contracted to do by Pajaro Valley Unified School District."

Consultant Initials: _____ Date: _____

CONSULTANT ACCEPTANCE

To the Governing board of Pajaro Valley Unified School District:

"I agree to the arrangements as stated in this contract. I certify that the information provided herein is true and accurate. I further acknowledge that during the term of my Agreement with the District, if I learn of additional information which differs from the responses provided above, I promise to forward this additional information to the District immediately."

Consultant Signature: M. H. [Signature] Date 9/22/20

**This Agreement is not an authorization to proceed. A signed copy of this agreement will accompany the Purchase Order authorizing services to begin. Fax or email signed Agreement to Site/Department requesting services:*

SITE/DEPARTMENT ACCEPTANCE

Site/Department Requesting Service: Extended Learning

Site/Department Contact: Carol Ortiz Phone: 831 786-2360

Site/Department Email: Carol.Ortiz@pvusd.net

Principal/Manager Signature: _____ Date _____

**This Agreement is not an authorization to proceed. The original signed Agreement must be received in the Purchasing prior to issuing a Purchase Order.*

DISTRICT ACCEPTANCE

Richard Arellano, Director of Purchasing: _____ **Date** _____

**Signature required prior to issuing a Purchase Order.*

TO BE COMPLETED BY SITE/DEPARTMENT
ATTACHMENTS SENT TO PURCHASING DEPARTMENT:

Requisition # _____

Independent Contractor Certification - Only required for POs made out to individuals (not a Firm). To be completed and signed by Principal/Manager. Please contact HR to hire individuals who do not qualify as Independent Contractors.

Criminal Records Check - Only required for Consultants working on campus on a regular basis with students present.

Proposal/Additional Description/Unsigned Vendor Contract - The Director of Purchasing will sign vendor contracts in compliance with District policies and return to vendor with PO. Site/Departments should not sign vendor documents.

W-9 Form Taxpayer Identification



ONLY REQUIRED FOR CONSULTANTS HAVING MORE THAN LIMITED CONTACT WITH STUDENTS:
Consultant will be on campus on a regular basis (more than once) while students are present.

CERTIFICATION BY CONTRACTOR CRIMINAL RECORDS CHECK

AB 1610, 1612 and 2102

To the Governing Board of Pajaro Valley Unified School District:

****THIS AGREEMENT REQUIRES AN APPROVED PURCHASE ORDER PRIOR TO COMMENCEMENT OF SERVICES****

PAJARO VALLEY UNIFIED SCHOOL DISTRICT PURCHASING DEPARTMENT

294 Green Valley Rd, Watsonville, CA 95076 Ph: (831) 786-2100 x 2195, Fax: (831) 728-6922

I certify that:

1. I have carefully read and understand the Notice to Contractors Regarding Criminal Record Checks (Education Code Section 45125.1) required by the passage of AB 1610, 1612 and 2102.
2. Due to the nature of the work I will be performing for the District, my employees may have contact with students of the District.
3. None of the employees who will be performing the work have been convicted of a violent or serious felony as defined in the Notice and in Penal Code Section 1192.7 and this determination was made by a fingerprint check through the Department of Justice.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Watsonville California on Sep 22, 2020

Consultant Signature: M. Hoffer Date 9/22/20
Please Print

Name: City of Watsonville

Mailing Address 231 Union Street, Watsonville, CA 95076

Street or PO Box, City, State, Zip

Social Security Number: _____ or Tax ID: 94-6000-451

Phone: (831)768-3240 Fax: (831)763-4078

Consultant/Contractor: Please submit this certification to Site/Department with Consultant Service Agreement if required.

Fingerprinting Guidelines:

Education Code Section 45125.1 in relevant part:

- A. If the employees of an entity which has a contract with the school district to perform janitorial, administrative, grounds and landscape maintenance, transportation, food-related services, or has more than limited contact with students as defined by the school district, those employees must have their fingerprints submitted to the Department of Justice;
- B. The department of Justice shall determine whether the individuals have been arrested or convicted of a crime and notify the employer of criminal history;
- C. An entity with a school district contract shall not permit an employee to come in contact with pupils until the Department of Justice ascertains that the employee has not been convicted of a felony as defined in Education Code Section 45122.1.
- D. The entity must certify that none of its employees who may come in contact with pupils have been convicted of a felony as defined in Education Code Sect 4512231.
- E. The entity must provide a list of names of employees who may come in contact with pupils.

More than limited contact as defined by PVUSD:

In determining that a contract employee has more than limited contact with pupils, the PVUSD considers the following circumstances:

- A. The contractor will be on school grounds for more than a limited length of time, or on numerous occasions.
- B. Pupils will be in proximity to the site where the contractor will be working.
- C. The contractor will be working by himself or herself, without other school employee's supervision.



****THIS AGREEMENT REQUIRES AN APPROVED PURCHASE ORDER PRIOR TO COMMENCEMENT OF SERVICES****

PAJARO VALLEY UNIFIED SCHOOL DISTRICT PURCHASING DEPARTMENT

294 Green Valley Rd, Watsonville, CA 95076 Ph: (831) 786-2100 x 2195, Fax: (831) 728-6922

CONSULTANT SERVICE AGREEMENT PAGE 1 OF 2

THIS AGREEMENT made and entered into this date, 8/21/2020 by and between Pajaro Valley Unified School District hereinafter called the "*District*" and City of Watsonville hereinafter called the "*Consultant*".

Name of Consultant or Firm

*This Agreement is not an authorization to proceed. A Purchase Order is required prior to commencement of services.

TERM (Enter Start Date - End Date or dates of performances, workshops etc.): August 31, 2020

This agreement expires fiscal year end June 30. All services must be completed and invoiced by June 30. Services scheduled to be performed after June 30 require a new agreement and purchase order prior to commencement.

SCOPE OF WORK (Description of services provided or title of workshop/performance): **CHILDCARE SERVICES**

Attach additional description, proposals or contracts if needed. All vendor contracts must be approved and signed by the Director of Purchasing prior to District commitment.

COMPENSATION

TOTAL AMOUNT BILLED SHALL NOT EXCEED (Total PO amount): \$ 100,000.00

This is the Contract Limit for services performed and costs incurred for the term of the Agreement and must cover **all of Consultants' expenses, including supplies, travel, lodging, and meals.** Consultant must return an invoice to the department/site to be signed by an administrator to verify that services have been received. Payment shall be made to the Consultant within thirty (30) days after receipt of a fully supported and detailed invoice which clearly indicates as applicable, any progress completed, milestones achieved, any reports (draft, preliminary or final) issued, dates worked, increments of hourly work (rounded to the nearest quarter hour increment), subcontract cost, etc. All services must be completed and invoiced by June 30.

PAYMENT PLAN (choose one)

Single payment at a flat rate for completed project. This is PVUSD's preferred payment plan.

X Multiple payments for time worked or per workshop, performance, completed portion of project or person: Fee must include all expenses such as supplies, travel, lodging etc. Payment \$ 190 per student

AB 1610, 1612 AND 2102 COMPLIANCE (Consultants having more than limited contact with students require fingerprinting.)

Consultant will be on campus on a regular basis (more than once) while students are present (attach Criminal Records Check form). (ON FILE w/PVUSD/HR)

X Consultant **will not** be on campus on a regular basis while students are present (fingerprints not required).

INDEPENDENT CONTRACTOR

Consultant will provide services under this agreement as an independent contractor and not as an employee of the District. District will not withhold Federal or State Income Tax deductions from payments made to Consultant under this agreement. Consultant must provide District with his/her Social Security number or Taxpayer ID number. District will provide Consultant and the Internal Revenue Service with a statement of earnings at the conclusion of each calendar year as required by IRS.

BY ACCEPTANCE OF THIS CONSULTING AGREEMENT THE CONSULTANT:

- A. Agrees to indemnify and hold the District harmless from acts of neglect of the consultant.
- B. Asserts that he or she is qualified to perform the work ordered as an independent contractor, with no conflict of interest.
- C. Agrees to keep confidential all proprietary information of the District.
- D. Certifies that he or she is not receiving salary or remuneration, other than vacation pay, from any other public agency for the above-specified project.
- E. Certifies that he or she is not receiving salary or remuneration from the District Payroll Department (includes substitute services, after school programs, coaching etc...).
- F. Early Termination – either party hereto may terminate this contract at any time by giving 30 days written notice to the other party.
- G. Consultant is responsible for town expenses, which includes travel, lodging, and meals. Expenses are not reimbursable by the District.
- H. Ownership: the District shall become the owner of and entitled to exclusive possession of all records, documents, graphs, photographs, or other reproductions of any kind in the scope of the services performed, and no other uses therefore will be permitted except by permission of the District. Proprietary material will be exempted from this clause.
- I. Insurance: The District reserves the right to require any independent contractor to maintain general liability insurance during the term of the contract. Based on the duration and type of services to be performed, the District requires up to the amount of \$1,000,000.00. The Contractor shall obtain and furnish Proof of Worker's Compensation insurance if applicable.
- J. Certifies that he or she is aware of the provisions of Education Code section 45122.1 and will comply with such provisions before commencing performance of the work of this contract.

CONSULTANT SERVICE AGREEMENT PAGE 2 OF 2

CONSULTANT INFORMATION

Please Print or Type

Check Payable to: City of Watsonville

City of Watsonville

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING FIRST AMENDMENT TO CONSULTANT SERVICE AGREEMENT BETWEEN THE CITY OF WATSONVILLE AND THE PÁJARO VALLEY UNIFIED SCHOOL DISTRICT, TO PROVIDE THE CITY'S EXCEL IN PLACE PROGRAM, INCREASING COMPENSATION IN AN AMOUNT NOT TO EXCEED \$25,000; EXTENDING THE CONTRACT TERM TO JUNE 30, 2021; AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE SAME

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the First Amendment to Contract between the City of Watsonville and the Pájaro Valley Unified School District, for an additional \$25,000 for a cumulative contract amount of not to exceed \$125,000, and an extension to the contract term to June 30, 2021, to provide the City's Excel in Place Program, a copy of which First Amendment is attached hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.

2. That the City Manager be and is hereby authorized and directed to execute said Amendment for and on behalf of the City of Watsonville.

**SITE SERVICES AGREEMENT / SHORT-TERM
(INDEPENDENT CONTRACTOR)**

This Site Services Agreement ("Agreement") is made as of MARCH 24, 2021, between the PAJARO VALLEY UNIFIED SCHOOL DISTRICT ("District") and CITY OF WATSONVILLE PARKS & RECREATION ("Contractor") (together, "Parties").

1. Services. The Contractor shall furnish to the District CHILDCARE & CAMPS FOR STUDENTS CURRENTLY IN PVUSD CHILDCARE PROGRAMS as further detailed in **EXHIBIT A**, attached hereto and incorporated herein by this reference ("Services"), at EXTENDED LEARNING DEPARTMENT, located at 294 GREEN VALLEY RD, WATSONVILLE, CA 95076 ("Site").

1.1. Contractor will be on the Site through June 30th, 2021, to perform the Services.

1.2. District compensation to the Contractor shall **not exceed \$125,000.00(\$one hundred twenty five thousand dollars and no cents)** inclusive of any costs or expenses paid or incurred by Contractor in performing the Services. Payment shall be made for all undisputed amounts within thirty (30) days after the Contractor submits a detailed invoice to the District's Accounts Payable Department for Services actually performed.

1.3. Contractor shall furnish, at his/her own expense, all tools, labor, materials, equipment, supplies, transportation services and any other items (collectively, "Equipment") necessary to complete the Services. District shall not be responsible for any damages to persons or property as a result of the use, misuse or failure of any Equipment used by Contractor of the Contractor's agents, personnel, employee(s), and/or subcontractor(s) ("Contractor Parties"), even if such Equipment is furnished, rented or loaned to Contractor or Contractor Parties by District. Contractor shall secure and maintain in force, at Contractor's sole cost and expense, all licenses, registration and permits as are required by law, in connection with the furnishing the Services.

2. Independent Contractor. Contractor, in the performance of this Agreement, shall be and act as an independent contractor with the sole authority for controlling and directing the performance of the details of the Services, District being interested only in the results obtained. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees. By checking the applicable box below, Contractor hereby represents and warrants to District the following:

☐ Contractor does not employ anyone in the manner subject to the workers' compensation laws of California; or

☒ Prior to commencing Services under the Agreement, Contractor has submitted and the District approved the Workers' Compensation Certification, attached hereto and incorporated herein by this reference.

3. PERS and STRS Compliance. If Contractor is an individual, Contractor must answer the following (Contractors that are business entities may disregard):

Are you now, or have you ever been, a member of the Public Employees' Retirement System (PERS) or the State Teachers' Retirement System (STRS)?

☒ No • Yes. If yes, • PERS or • STRS. • Retired PERS or STRS

• I certify that all Services shall be rendered at times other than my regular assigned workday at that agency.

Note: Individuals paid as a consultant but later hired by District as an employee will be subject to payroll taxes for all earnings accrued in the calendar year hired, including any consult fees earned in the year.

- 4. Fingerprinting.** Contractor and the Contractor Parties shall only have limited or no contact with District students at all times during the Term of this Agreement. Contractor will be in the immediate presence of a District staff member should Contractor have contact with students while conducting the Services.
- 5. Confidentiality.** The Contractor and all Contractor Parties shall maintain the confidentiality of all information received in the course of performing the Services. This requirement to maintain confidentiality shall survive termination of this Agreement.
- 6. Safety and Security.** Contractor is responsible for maintaining safety in the performance of this Agreement. Contractor shall be responsible to ascertain from the District the rules and regulations pertaining to safety, security, and driving on school grounds, particularly when children are present.
- 7. Termination by District.** District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for Services satisfactorily rendered to the date of termination. Upon termination, Contractor shall provide the District with all documents produced maintained or collected by Contractor pursuant to this Agreement, whether or not such documents are final or draft documents.
- 8. Indemnification.** To the furthest extent permitted by California law, Contractor shall, at its sole expense, indemnify, and hold harmless the District, the State of California, and their agents, representatives, officers, contractors, employees, trustees, and volunteers (the "District Parties") from any and all demands, losses, liabilities, claims, suits, and actions (the "Claims") of any kind, nature, and description, including, but not limited to, personal injury, death, property damage, and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of the Agreement or from any activity, work, or thing done, permitted, or suffered by the Contractor under or in conjunction with this Agreement, unless the Claims are caused wholly by the sole negligence or willful misconduct of the District Parties. Contractor shall, to the furthest extent permitted by California law, defend the District Parties at Contractor's own expense, from any and all Claim(s) and allegations relating thereto with counsel approved by District where such approval is not to be unreasonably withheld.
- 9. Limitation of District's Liability.** District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the Services performed in connection with this Agreement.
- 10. Contractor's Insurance.** Contractor has in force, and during the term of this Agreement shall maintain in force with the minimum indicated limits, the following insurance: **SEE EXHIBIT B FOR INSURANCE LIMITS AND DOCUMENTATION PROVIDED BY THE CITY OF WATSONVILLE.** Contractor shall provide to the District certificate(s) of insurance and endorsements satisfactory to the District. The policy(ies) shall not be amended or modified and the coverage amounts shall not be reduced without thirty (30) days' written notice to the District prior to cancellation. Except for worker's compensation insurance, the District shall be named as an additional insured on all policies. Contractor's policy(ies) shall be primary; any insurance carried by the District shall only be secondary and supplemental. Contractor shall not allow any subcontractor, employee, or agent to commence work on this Agreement or any subcontract until the insurance required of Contractor, subcontractor, or agent has been obtained.

- 11. Compliance with Laws; Effect of Noncompliance.** Contractor shall observe and comply with all rules and regulations of the governing board of the District and all federal, state, and local laws, ordinances and regulations.
- 12. Labor Code Requirements.** If applicable, Contractor shall comply with all applicable provisions of the California Labor Code, Division 3, Part 7, Chapter 1, Articles 1 – 5, including, without limitation, the payment of the general prevailing per diem wage rates for public work projects of more than one thousand dollars (\$1,000). Copies of the prevailing rate of per diem wages are on file with the District or available online at <http://www.dir.ca.gov/>. In addition, the Contractor and each subcontractor shall comply with Chapter 1 of Division 2, Part 7 of the California Labor Code, beginning with Section 1720, and including Section 1735, 1777.5 and 1777.6, forbidding discrimination, and Sections 1776, 1777.5 and 1777.6 concerning the employment of apprentices by Contractor or subcontractors. Willful failure to comply may result in penalties, including loss of the right to bid on or receive public works contracts.
- 12.1. Registration:** Contractor and its subcontractor(s) shall be registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 and in accordance with Labor Code section 1771.1.
- 12.2. Registered Subcontractor List:** Within 30 days of the award of contract or prior to commencing the Services under this Agreement, whichever occurs first, Contractor shall provide District all information required by Labor Code section 1773.3, as amended by Stats. 2017, Ch. 28, Sec. 21, for Company and all tiers of Subcontractors to enable District to provide notice to the Department of Industrial Relations (DIR) of the Agreement (PWC-100 form). Contractor shall submit and maintain an updated Registered Subcontractor List including all Subcontractors of any tier furnishing labor, material, or equipment.
- 12.3. Certified Payroll Records:** Contractor and its subcontractor(s) shall upload certified payroll records ("CPR") electronically using California Department of Industrial Relations' (DIR) eCPR System by uploading the CPRs by electronic XML file or entering each record manually using the DIR's iform (or current form) online on a weekly basis and within ten (10) days of any request by the District or Labor Commissioner at <http://www.dir.ca.gov/Public-Works/Certified-Payroll-Reporting.html> or current application and URL, showing the name, address, social security number, work classification, straight time, and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by the Contractor and/or each subcontractor in connection with the Services.
- 12.4. Labor Compliance:** Contractor shall perform the Services while complying with all the applicable regulations, including section 16000, et seq., of Title 8 of the California Code of Regulations and is subject to labor compliance monitoring and enforcement by the Department of Industrial Relations.
- 13. Integration; Entire Agreement of Parties; Amendments.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties. This agreement is not valid until approved/ratified by District's Board of Education.
- 14. Governing Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the County where the District's administrative offices are located.
- 15. Disputes.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the Parties shall attempt to resolve the dispute in good faith.

Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, the Contractor shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to the Contractor's right to bring a civil action against the District. For purposes of those provisions, the running of the time within which a claim must be presented to the District shall be tolled from the time the Contractor submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

- 16. Attorney Fees; Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.
- 17. Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
- 18. Assignment.** Contractor shall not assign or transfer in any way any or all of its rights, burdens, duties, or obligations under this Agreement without the prior written consent of the District.
- 19. Severability; Provisions Required by Law.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.
- 20. Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together, including electronically sent and scanned signatures, shall be construed as one document.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date indicated below.

DISTRICT:

CONTRACTOR:

Dated: _____, 20____

Dated: _____, 20____

Pajaro Valley Unified School District

ATTN: _____
294 Green Valley Road
Watsonville, CA 95076
(831) 786-2100
EMAIL: _____

CITY OF WATSONVILLE
250 MAIN ST
WATSONVILLE, CA 95076
PH: _____
EMAIL: _____

SIGNATURE

SIGNATURE

PRINT NAME

PRINT NAME

PRINT TITLE

PRINT TITLE

EXHIBIT A

The CITY OF WATSONVILLE PARKS & RECREATION DEPARTMENT will provide childcare and camps as for PVUSD students and children of PVUSD employees as described below.

Start of program: This agreement is an extension of the agreement for services approved by the Board of Trustees at the NOVEMBER 24TH, 2020 Board meeting.

End of program: Under this agreement the program will end on June 30th, 2021

Staff: Program will be staffed by the City of Watsonville Parks & Recreation Department

Location: Callahan Park Community Center and the Police Activities League (PAL) Community Center

Daily Operating hours : Monday – Friday 8:00 AM to 5:30 PM

Service provided: Childcare for PVUSD students and children of PVUSD employees for up to 35 students per month. Support with classwork & enrichment activities. Breakfast & lunch provided

Fee: \$125,000

WORKERS' COMPENSATION CERTIFICATION

Labor Code section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this state.
- b. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Services under this Agreement.

Date: _____

Proper Name of Contractor: _____

Signature: _____

Print Name: _____

Title: _____

(In accordance with Article 5 - commencing at section 1860, chapter 1, part 7, division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any Services under this Agreement.)

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

One of the boxes below **must** be checked, with the corresponding certification provided, and this form attached to the Independent Contractor Agreement for Services ("Agreement"):

- ☐ Contractor's employees will have only limited contact, if any, with any pupils and the District will take appropriate steps to protect the safety of any pupils that may come in contact with Contractor's employees so that the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 shall not apply to Contractor for the services under this Agreement. As an authorized District official, I am familiar with the facts herein certified, and am authorized to execute this certificate on behalf of the District. (Education Code § 45125.1 (c))

Date: _____

District Representative's Name and Title: _____

District Representative's Signature: _____

- ☐ The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows: *"Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Contractor, who may have contact with pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of all Employees who may come in contact with any pupils during the course and scope of the Agreement is attached hereto."*

CERTIFICATION:

I am a representative of the Contractor entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____



Agenda Report

MEETING DATE: Tuesday, May 11, 2021

TO: City Council

FROM: PUBLIC WORKS & UTILITIES DIRECTOR PALMISANO
MARIA ESTHER RODRIGUEZ, ASSISTANT DIRECTOR

SUBJECT: AWARD OF THE LINCOLN STREET SAFETY IMPROVEMENTS
PROJECT IN THE AMOUNT OF \$734,555.50, PROJECT # ST-20-03

STATEMENT OF ISSUES:

The Lincoln Street Safety Improvements Project was initiated by a grant proposal submitted by the City of Watsonville in collaboration with the Pájaro Valley Unified School District. The City was awarded a grant for this project which includes installation of improved pedestrian street crossings, new bicycle facilities, landscaping and street lighting to increase safety for Watsonville High School students and staff as well as surrounding residents along this heavily used corridor. The project includes a Project Labor Agreement and requires additional appropriation from other projects.

RECOMMENDED ACTION:

- a) Award of the Lincoln Street Safety Improvements, Project No. ST- 20-03 to the Granite Rock Company for the project base bid in an amount of \$734,555.50, and
- b) \$100,000 budget transfer from Road Repair, project # 14313 from Gas Tax (Fund 0305), and
- c) \$140,000 budget transfer from Road Repair, project # 14313 from SB1 (Fund 0316), and
- d) \$134,555.50 budget transfer from Pedestrian and Traffic Safety, project # 14322 from Measure D (Fund 0312), and
- e) \$25,000 budget transfer from Citywide Bicycle Facilities, project # 14320 from Measure D (Fund 0312)

DISCUSSION:

Lincoln Street is a heavily used street that provides connection from Riverside Drive (State Route 129) and East Beach and East Lake Avenue (State Route 152) and beyond. This is also a street that divides the Watsonville High School campus with students being required to cross multiple times during the day to access classrooms, the gymnasium, and school parking. While the street is essentially closed to through traffic during school hours, there are still vehicles that need to use the street to access private homes, school parking lots and also attend to school business and activities.

Working in partnership with the Pájaro Valley Unified School District and Ecology Action, an application was prepared and the City submitted and received an Active Transportation Program (ATP) Cycle 3 grant in the amount of \$533,000 for installation of safety improvements on Lincoln Street. The grant includes \$100,000 for safety education and \$433,000 for design and construction of the improvements.

Improvements incorporated into the project include: 1) Pedestrian enhancements with bulb outs, high visibility crosswalks, new accessible ramps and benches; 2) Bicycle amenities with pavement “sharrow” markings and signs; 3) Landscaping and solar street lighting.

On April 14th, 2020, City Council adopted Resolution No. 39-20 (CM) approving plans and specifications and calling for bids for the project. Approval to proceed with construction for the project was also received by the State, as required for this state funded project. Bids were first received in May of 2020. Staff reviewed the bids received. The total bids exceed the funding allocated for the project. Furthermore, the bid totals fall into the category of projects that require a Project Labor Agreement – which was not included in the contract documents. City Council rejected all bids, as was recommended by staff.

The bid documents were structured to provide for flexibility on project components in the form of additive alternates to be able to maximize grant funding and careful consideration of additional funding necessary for the various items. The additive alternates include 1) additional street lights and 2) additional irrigation and landscaping.

The project documents were updated to include the Project Labor Agreement and then advertised. Bids were opened on Tuesday, April 20, 2021 at 11:00 am with the following results:

Contractor	Base Bid	Add Alt 1	Add Alt 2	Total Bid
Engineer's estimate	\$464,000.00	\$84,000.00	\$27,000.00	\$575,000.00
Granite Rock Company	\$734,555.50	\$115,200.00	\$32,754.00	\$882,509.00*

The timeline to award the project is, in part, dictated by the grant funding. With the City's focus on traffic safety, this project meets this goal as it is specifically intended to address safety items along this highly traveled corridor. Although the bid is substantially higher than originally estimated in the 2016 grant proposal, prices in the construction industry have been increasing. Staff recommends that City Council award this project and appropriate additional funding from the identified budget items.

STRATEGIC PLAN:

The project meets the goals and objectives outlined in the Strategic Plan as follows:

03-Infrastructure & Environment

06-Public Safety

FINANCIAL IMPACT:

The total cost for award of the base bid is \$734,555.50. The project is included in the approved budget under project number: 0260 338 5890 14507, but will require budget transfers, as noted below:

Amount	Funding	Action Required
\$340,000.00	Active Transportation Plan grant funding	None
\$100,000.00	Road Repair (0305 -923- 7837-14313)	budget transfer
\$140,000.00	Road Repair (0306 -924- 7837-14313)	budget transfer
\$134,555.50	Pedestrian and Traffic Safety (0312-972-7837-14322)	budget transfer
\$ 25,000.00	Citywide Bicycle Facilities (0312-972-7837-14320)	budget transfer

ALTERNATIVE ACTION:

City Council can choose to not award the project, which would jeopardize grant funding for this project and would include reimbursement of grant funds expended on project design and safety education.

ATTACHMENTS AND/OR REFERENCES (If any):

None.

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE AWARDED \$734,555.50 BID TO GRANITE ROCK COMPANY, A CORPORATION, FOR THE LINCOLN STREET SAFETY IMPROVEMENTS, PROJECT NO. ST-20-03 (ATPSB1L-5031 (032)), AND AUTHORIZING \$100,000 BUDGET APPROPRIATIONS FROM THE GAS TAX FUND, \$140,000 FROM THE SB1-GAS TAX FUND, AND \$159,555.50 FROM THE MEASURE D-TRANSPORTATION FUND (ESTIMATED COST OF \$734,555.50: \$340,000 WILL BE FUNDED FROM THE ACTIVE TRANSPORTATION PLAN GRANT FUND, \$100,000 FROM THE GAS TAX FUND, \$140,000 FROM THE SB1-GAS TAX FUND, AND \$159,555.50 FROM THE MEASURE D-TRANSPORTATION FUND)

WHEREAS, Resolution No. 39-20 (CM) adopted by the City Council of the City of Watsonville on April 14, 2020, approved plans and specifications and authorized calling for bids for the Lincoln Street Safety Improvements, Project No. ST-20-03 (ATPSB1L-5031 (032)); and

WHEREAS, the bids received for the Lincoln Street Safety Improvements, Project No. ST-20-03 (ATPSB1L-5031 (032)), were opened in the “Old City Council Chambers”, City Hall, 250 Main Street, Watsonville, California, on Tuesday, April 20, 2021, at 11:00 A.M., and later tabulated by the Purchasing Officer for the consideration of the City Manager and submission to the City Council; and

WHEREAS, although the bid received is substantially higher than originally estimated in the 2016 grant proposal, prices in the construction industry have been increasing; and

WHEREAS, the City Manager has recommended that the bid from Granite Rock Company, a corporation, [Contractor License #22], for the Lincoln Street Safety Improvements, Project No. ST-20-03 (ATPSB1L-5031 (032)), in the amount of \$734,555.50, be accepted as the low responsive bid.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:**

1. That the bid of Granite Rock Company, a corporation, for the Lincoln Street Safety Improvements, Project No. ST-20-03 (ATPSB1L-5031 (032)), in the amount of \$734,555.50 be accepted, and the execution of a contract by the City Manager is hereby authorized.
2. That the budget appropriation of \$100,000 from the Gas Tax Fund [0305] is hereby authorized.
3. That the budget appropriation of \$140,000 from the SB1-Gas Tax Fund [0306] is hereby authorized.
4. That the budget appropriation of \$159,555.50 from the Measure D-Transportation Fund [0312] is hereby authorized.
5. That all other bids are hereby rejected.



Agenda Report

MEETING DATE: Tuesday, May 11, 2021

TO: City Council

FROM: PARKS & COMMUNITY SERVICES DIRECTOR CALUBAQUIB

SUBJECT: RESOLUTION ADOPTING AN AGREEMENT WITH WATSONVILLE YOUTH BASEBALL FOR USE OF CITY OWNED PROPERTY AT 451 GREEN VALLEY ROAD (PINTO LAKE PARK) FOR YOUTH BASEBALL ACTIVITIES

STATEMENT OF ISSUES:

This report recommends the renewal of an agreement with Watsonville Youth Baseball, a corporation, for use of the ballfield at Pinto Lake Park for Watsonville American Little League baseball for the 2021 calendar year.

RECOMMENDED ACTION:

It is recommended that the Council adopt a resolution approving an agreement with Watsonville Youth Baseball, a corporation, for use of the ballfield at City owned property at 451 Green Valley Road (Pinto Lake Park) for youth baseball activities April 1 through December 31, 2021.

DISCUSSION:

Watsonville Youth Baseball is a non-profit corporation formed on or about December 6, 2018 to provide youth baseball and sports activities to youth. It proposes to provide a Watsonville American Little League program at the City's Pinto lake Park baseball fields. The League program has served thousands of children in our community over the past 65+ years and is one of the ten oldest leagues in the western U.S. Annually, the League program offers over 50 children/youth with opportunities to play baseball during their spring and fall leagues for about six months of the year. The League has called the ballfield at Pinto Lake home for many decades. Many of the families that participate in the League are low income and scholarships are provided on an as needed basis. The approval of this Agreement facilitates the ability of the League to engage Watsonville youth in positive activities that promote social and physical skill development.

This Agreement allows Watsonville Youth Baseball use of the baseball field for tryouts and practices beginning in April (typically held in February, but delayed this year due to COVID), weather permitting. In addition, the Agreement allows use of two designated areas adjacent to the baseball field for pre-game warm-ups for soft tosses only. This will ensure the safety

of park patrons utilizing park amenities adjacent to the baseball field. The League will provide league schedules prior to commencement of League activities such as:

- Sign-Up Day
- Try-outs
- Practice Schedule
- Opening & Closing Ceremonies
- Game Schedule
- Post-season Tournament Schedule

Parking will be available in front of the field during the weekdays for League families. The League will be required to provide an authorized League representative who shall work with the Concessionaire to ensure the safety and enjoyment of all park users during League's scheduled activities.

The Agreement allows the City to bill the League for time required to clean the facility at the established hourly rate of the Parks Division employees performing the additional services. This will occur if the League fails to clean-up after their use.

STRATEGIC PLAN:

05-Community Engagement & Well-Being – This agreement facilitates the use of the ballfield at Pinto Lake Park for activities that encourage health and wellness for youth.

FINANCIAL IMPACT:

As in years past, this agreement allows the League to use the baseball field at Pinto Lake Park without payment of established fees of approximately \$2,500. The League will pay for and make improvements to the facility's pitcher's mound, home plate and bullpens and will maintain in playing condition the facility's infield throughout the League's playing seasons.

ALTERNATIVE ACTION:

The Council could elect to not approve this agreement and require that the league pay the City fees for use of the field based on the adopted fee schedule or another amount as determined by the Council.

ATTACHMENTS AND/OR REFERENCES (If any):

None.

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING A ONE-YEAR LICENSE AND AGREEMENT BETWEEN THE CITY OF WATSONVILLE AND WATSONVILLE YOUTH BASEBALL, A CORPORATION, FOR THE USE OF PINTO LAKE PARK BASEBALL FIELD COMMENCING ON APRIL 1, 2021, AND ENDING DECEMBER 31, 2021, AND DIRECTING THE CITY MANAGER TO EXECUTE SAME

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the one-year License and Agreement between the City of Watsonville and Watsonville Youth Baseball, a corporation, for use of Pinto Lake Park Baseball Field, located at 451 Green Valley Road, Watsonville, California, commencing on April 1, 2021, and ending December 31, 2021, a copy of which License and Agreement is attached hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.

2. That the City Manager be and is hereby authorized and directed to execute such License and Agreement for and on behalf of the City of Watsonville.

**License & Agreement Between
City of Watsonville & Watsonville Youth Baseball
To Use Pinto Lake Park Baseball Field**

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1. Recitals

WHEREAS, City is the owner of land commonly known as Pinto Lake Park, located at 451 Green Valley Road, a portion of which has been developed and maintained as a baseball field; and

WHEREAS, Watsonville Youth Baseball is a non-profit corporation formed on or about December 6, 2018 to promote youth baseball and sports in Watsonville; and

WHEREAS, Watsonville Youth Baseball desires to use the baseball field to conduct Little League activities thereon.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

2. Agreement

2.1 Parties

The parties to this Agreement, dated this _____ day of _____ 2021 are the City of Watsonville, a municipal corporation, hereafter referred to as “City”, and the Watsonville Youth Baseball, hereafter referred to as “League”.

2.2 License

City hereby gives to League a license to use the baseball field at Pinto Lake Park for the purpose of conducting thereon seasonal baseball activities during the term set forth herein. The City also agrees to maintain presently existing dugouts, permanent fences and bleachers at designated field.

2.3 Permitted Uses and Facilities

League shall conduct baseball programs within the formal requirements of the organization of Little League within the baseball field, bleachers, and dugouts. League shall be permitted to use two designated lawn areas adjacent to the baseball field for pre-game warm-ups for soft toss only (Exhibit B – Premises). The warm-ups shall not interfere with the safe and peaceful enjoyment by other park patrons. The two designated warm-up areas shall be approved by the Parks and Community Services Director or designee. Sound systems to accommodate play-by-play of the games and interlude music shall be monitored jointly by City staff or designee and Little League officials and kept at a moderate level so as not to disturb those staying in the campground.

2.3.1 Concessions Building

League shall have exclusive access to the concessions building during seasonal baseball activities according to the term set forth herein. League

shall maintain building in clean condition at all times and provide City staff access within 24 hours, when requested. League shall not change locks to the building.

2.3.2 Other Park Facilities

Use of the baseball field shall not constitute priority to, free access or use of other park facilities such as picnic facilities, including but not limited to picnic tables, barbecues or pavilions and associated parking. Little League shall pay fees as determined by City Council Resolution for use of other park facilities.

2.4 Fees

League shall pay \$0.00 per hour for use of the facilities outlined in this agreement. In lieu of fees, League shall conduct and pay for facility maintenance activities outlined in Exhibit A. League will meet with City in October 2021 to review League's financial status and discuss fees for the following year.

2.5 Term

This license shall continue in force and effect commencing April 1, 2021 and ending December 31, 2021, provided, however, that the City reserves the right to terminate the license, without cause, upon giving the League thirty (30) days written notice.

2.6 Schedules

2.6.1 A schedule of League events, including but not limited to practices, special practices, regular season games, tournaments and any special tournaments shall be filed for approval of the City's Parks and Community Services Director.

2.6.2 Use of the field is contingent upon the approval and release for play by the Parks and Community Services Director or designee. The following schedules shall be filed timely:

- a) A preliminary schedule for the regular League shall be filed no later than March 30 to reserve the field on the following dates:
 - a. April 6, 7, 8, 10, 2021
 - b. Monday through Saturday, excluding Wednesdays, from April 24 – July 10, 2021, subject to field and weather conditions.
- b) A preliminary schedule shall also be filed for the Fall league no later than June 30th to reserve the field on the following dates:
 - a. Mondays and Fridays from August 1 – the third weekend in October, subject to field and weather conditions.
- c) Preliminary Schedules shall advise City of tentative dates for use of the field for the following:

- a. Sign-Up Day
- b. Try-outs
- c. Practice Schedule
- d. Opening & Closing Ceremonies
- e. Game Schedule
- f. Post-season Tournament Schedule

Filing of such schedule shall in no way obligate the City to honor League's request for use of facilities without proper and timely payment of use fees or deposits.

- d) League shall file final activity schedules detailing dates and games, including times, fifteen (15) days prior to the commencement of the regular season and the Fall season. Schedule shall not deviate greatly from the planning schedule. All schedule changes must be approved by the Director of Parks and Community Services or designee.

2.6.3 The League shall be required to draw a game schedule subject to the following restrictions:

- a) League shall utilize the field for tryouts in April (weather permitting), provided, however, that League perform necessary maintenance as outlined in this agreement.
- b) Not schedule Wednesday use to allow the City to perform field maintenance and utilize the park for other purposes.
- c) All Sundays, except for two, are excluded from use by the League. The League may use two additional Sundays as alternates only in the case of rain. The League understands and accepts that facilities may have been previously reserved and rented to other Park users and be unavailable for League use on such Sundays. Use on Sundays must be approved by the Director of Parks and Community Services or designee.
- d) League shall respect the rights and privileges of those who have scheduled use of other park facilities and the associated parking required and shall not infringe upon their use of those facilities.

2.6.4 Amendments to the season schedule affecting Sunday use of the park or rescheduling of any tournament shall be subject to the approval of the Director or designee. Requests for amendments to the schedule, as provided in this paragraph, shall be submitted in writing to the Parks and Community Services Director or designee no less than seventy-two (72) hours in advance of requested amendment. City shall seek to reasonably accommodate amendment subject to other scheduled uses of the park, maintenance schedules, and/or advance facility reservations. Director or designee shall respond to request no

more than forty-eight (48) hours after receipt of written request. The Director's or designee's decision on schedule amendments is final. The requirements of this subparagraph shall not apply to request to reschedule League events to a weekday, including Wednesday or Saturday.

2.6.5 The League shall be required to draw a game schedule that complies with park operation time set forth in Resolution No. 68-91 (CM) or to its successor (7 AM to Sunset). League shall provide for a schedule with the first game to begin no later than 5:30 PM and any subsequent game shall be called to provide sufficient time for team refreshments, field clean up and exiting from park at sunset. League understands that the Park gate shall be locked at the daily posted sunset time. League may request and City shall provide a gate key so that those adults working in the concession stand have adequate time to clean and then exit the concession stand and park. Such extension of time shall be only granted to League adults who shall utilize the privilege of late stay solely for their concession stand clean up.

2.6.6 The Parks and Community Services Director shall retain the right to pre-empt the League's use of the ball field and/or park in the event of a special City activity or maintenance requirement, upon giving at least thirty (30) days' notice to League.

2.7 Personnel

League shall furnish all coaches, umpires, and other personnel needed to conduct and control practice and play activities. League shall provide for a responsible adult who must be present at all times of usage and whose sole responsibility is to supervise conduct of spectators and participants. League shall provide the Parks and Community Services Director the name and cell phone number of the designated person who has the authority and is on site to readily respond to spectator and participant conduct and/or other concerns or needs that may arise during League games and activities. This person shall not be directly involved in any job of running the games (such as officials, etc.). This person shall monitor the field and surrounding area to ensure the safety of the players, spectators and others who may be playing adjacent to the field area. It is further the responsibility of all League personnel to comply with and report all violations of park rules to the City.

2.8 Regular Safety & Damage Inspections

The League shall, before each game, inspect the field, bleachers, fences and other structures for damage and/or safety hazards and maintain records of said inspections. All deficiencies found with City property must be reported to the Parks and Community Services Department verbally and in writing the next regular business day. If any deficiency creates a potential hazard to health or safety of the users or the general public, the facility shall not be used until such

deficiency is corrected. City, with League, shall conduct a facility inspection twice per calendar year and may request additional inspections as needed.

2.9 Equipment

League shall furnish all consumable or expendable supplies and equipment including, but not limited to, bases, base pins, bats, gloves, and field chalk. In addition, League shall supply such tools as rakes to assist in in-field maintenance.

2.10 Field Maintenance and Conditions

The City also agrees to maintain presently existing dugouts, permanent fences and bleachers at designated field.

League shall be advised that the City shall not maintain the field until two weeks prior to the start of the regular season.

League shall prepare, drag and line the field for play in accordance with League standards on each day of use. League shall consult with the Parks Division to cooperatively participate in the watering schedule as required; and

League shall clean baseball diamond, concession stand, dugouts, bleachers and surrounding spectator area of all papers, trash, and debris following each game. No boxes, barrels, supplies or rubbish in any form shall be kept or piled or stored about the concession stand and League shall keep the park area free and clean of rubbish or trash generated from concession. City shall supply additional garbage and recycling cans around the baseball diamond areas.

Failure to police Little League facilities to the satisfaction of the City Parks and Community Services Director or designee shall result in the City billing League for time required to clean facility at the established hourly rate of the employees performing the additional services required of Park Division.

League shall furnish its own advertising signs and may sell advertising signs no larger than 4 feet by 8 feet to be placed on outfield fences, and areas within the baseball facility visible only to game spectators. League identification and non-commercial signs may be installed on perimeter of ballpark facility. League shall install and remove outfield signs not more than fourteen (14) days prior to or after the conclusion of the season.

League shall not conduct field/facility improvements and renovations without the review and approval of the City and required permits. Any improvements and/or renovations will be at the sole expense of the League unless otherwise agreed upon in writing with the City. At the expiration or termination of the License, all fixtures and physical repairs or improvements to

the building and grounds shall become City's property free of all claims to or against them by League or any third person.

League shall be advised that the City may close the field due to inclement weather and/or field conditions. The City will notify League of such closures as early as possible and in most cases, by 12:00pm on weekdays and the day prior on weekends.

2.11 COVID-19 Requirement and Protocols

League shall comply with all local, State and Federal guidelines and requirements regarding COVID-19 and shall furnish City with League's written protocols and policies detailing how these requirements will be met.

2.12 Indemnity

League shall defend, indemnify and hold the City, its elected officials, employees, agents and/or representatives, while using Pinto Lake Park, free and harmless from all claims, demands, damages or actions, and any cost or expense in connection therewith that may arise out of or claimed to be related to the activities of the League.

2.13 Insurance

At the time of the execution of this Agreement, League shall, at its own expense, procure and at all times during the term of this Agreement maintain in full force and affect Comprehensive General Liability Insurance as follows:

A policy of Public Liability Insurance in which the City, its elected officials, employees, agents and/or representatives, during the term of this Agreement shall be named an additional insured, insuring, indemnifying and saving harmless and agreeing to defend the additional insured against all suits, loss, damage, liability, claims or actions of any person or persons for or on account of any injuries or damages to persons or property sustained or arising out of the activities of the League, or in consequence thereof, whether directly or indirectly, and to pay all judgments, costs, and expenses of litigation in connection therewith. The Public Liability Insurance shall provide for a limit of not less than:

- a) Bodily Injury: \$1,000,000 per person; \$1,000,000 per occurrence
- b) Property Damage: \$1,000,000 per occurrence
- c) Combined Single Limits: \$1,000,000

The policy or policies of insurance shall require that the additional insured be given thirty (30) days notice of cancellation or change in any policy or policies.

The policy aforementioned shall be issued by an insurance carrier satisfactory to City and shall be delivered to City at the time of the execution of this Agreement. In lieu of actual delivery of such policy, a certificate issued by the insurance carrier showing such policy to be in force for the period covered by the Agreement may be delivered to the City. Such policy and such certificates shall be in a form acceptable to and approved by the City Attorney.

The policy aforementioned shall be issued to protect City only against risks, which may result from the activities or conduct of League in exercising the grant of license as provided herein.

Failure of League to file such policies with the City Clerk prior to any use of field will cause City to charge League use fees as outlined in City Council Resolution No. 130-06 (CM), however, the payment of such fees does not relieve League from its obligation to obtain insurance as set forth herein.

2.14 Concession Revenue

Concession revenues shall be the exclusive property of the League. Appropriate business licenses and permits (including county health permit) shall be obtained by the League with copies provided to the City prior to operation.

2.15 Vehicle Parking

League vehicles may park free on weekends during League's scheduled events in the parking lot area along the entrance driveway designated for Little League. League shall be responsible for monitoring designated parking area. All parking must be in designated spaces and shall not occur along park access ways, fire lanes, or RV Park. League shall provide sufficiently trained staff to monitor and direct parking for vehicles associated with League activities as needed.

All other available parking spaces shall be first come, first served and shall be governed by City Council Resolution No. 97-16 (CM) or its successor establishing fees relating to the use of facilities at Pinto Lake Park Recreation Area, provided however, that City staff or designee may reserve twenty (20) spaces, in addition to parking reserved for pavilion, to accommodate reserved picnic facilities. Spaces shall be barricaded or coned off to prevent access by other than accommodated group. Vehicles, which cannot be accommodated in the parking area reserved for League use, will be subject to the vehicle entry fees on Saturdays, Sundays and holidays and will park per the direction of the Park staff. Parking for League families requiring handicapped parking, or League assigned volunteers, may be accommodated in the Pavilion parking area during the weekdays, provided that no other use of the pavilion has been scheduled. League shall supply window identification placards to be placed in the vehicle's front window for use of this parking area when pavilion parking is available. City

staff shall place a sign near the entrance to this parking area to advise League that Pavilion is reserved.

League shall make reasonable efforts, including distributing fliers and making announcements that sign-ups and try-outs to inform League participants that the Little League fees do not include free parking, and that except for the designated free parking spaces provided herein, parking will be subject to vehicle entry fees on weekends and holidays.

2.16 Americans with Disabilities Act Compliance

Watsonville Youth Baseball will not discriminate against qualified persons with disabilities and must comply with the Americans with Disabilities Act (ADA). League shall make reasonable accommodations when requested.

2.17 Representative

The representative for League and to whom all notices shall be directed is:

Arturo Sigala
501 South Green Valley Road #3
Watsonville, CA 95076

Phone: (831) 234-9310 (Cell)
e-mail: sigart50@yahoo.com

2.18 Integration Clause

This document constitutes the full and complete agreement between the parties. There are no previous agreements or side agreements which change or add to the terms and conditions expressed herein.

2.19 Third Party Beneficiaries

This Agreement is not intended to benefit any person other than the City of Watsonville, its elected officials, employees, agents and/or representatives.

3. Signatures

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first hereinabove written.

City of Watsonville, a municipal corporation	Watsonville Youth Baseball, a corporation
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By:

By:

Matthew D. Huffaker, City Manager

Arturo Sigala, President

ATTEST:

Beatriz V. Flores, City Clerk

APPROVED AS TO FORM:

Alan J. Smith, City Attorney

EXHIBIT "A"
SCOPE OF SERVICES

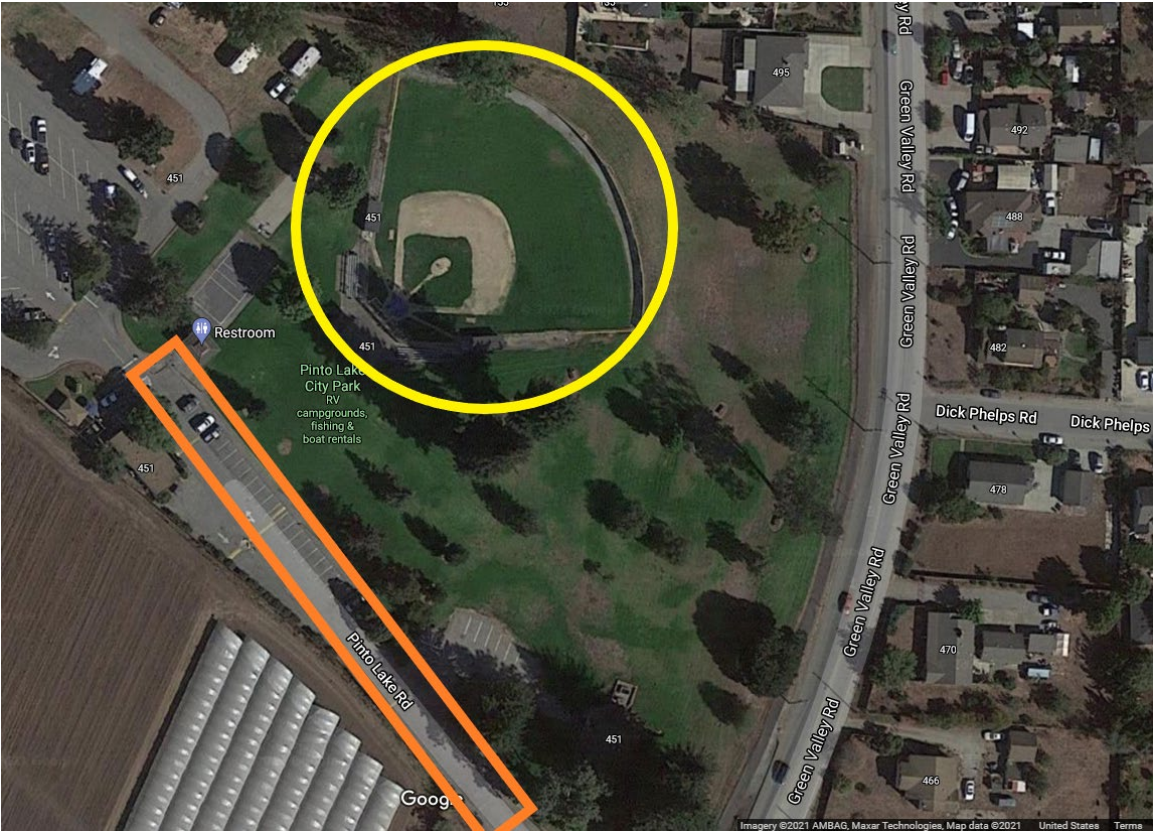
In consideration of use of the baseball field at Pinto Lake Park for the 2021 Spring and Fall little league seasons, Watsonville Youth Baseball will complete the following facility maintenance activities, utilizing League volunteers in coordination with City staff, prior to the start of the Spring 2021 season:

Maintenance Activities	Estimated Cost
Replace Pitcher's Mound	\$240
Replace Home Plate	\$100
Maintenance repairs for Pitcher Bullpen (x2)	\$160
Replace Pitchers Rubber (x2)	\$160
Purchase and Install Infield Fines (7 tons)	\$574
TOTAL ESTIMATED VALUE OF IMPROVEMENTS:	\$1,234

During the dates that League utilizes the Field according to this agreement, League shall maintain in-field in playable condition.

**EXHIBIT “B”
PREMISES**

Pinto Lake Baseball Field
451 Green Valley Road, Watsonville, CA 95076



Baseball Field and Pregame Warm Up Area
Parking Lot



Agenda Report

MEETING DATE: Tuesday, May 11, 2021

TO: City Council
Successor Agency

FROM: ADMINISTRATIVE SERVICES DIRECTOR CZERWIN
MARISSA DURAN

SUBJECT: IMPACT FEES AND SUCCESSOR AGENCY APPROPRIATIONS
REQUEST TO BE ABLE TO TRANSFER BETWEEN FUNDS

STATEMENT OF ISSUES:

Staff recommends that the City Council appropriate funds to allow staff to transfer between funds.

RECOMMENDED ACTION:

Staff recommends that Council and Successor Agency appropriate the following funding request to able to transfer between funds to correct negative cash balances and a transfer correction to the Redevelopment Agency fund.

Impact Fee Funds

In the late 90's the City began negotiating developer agreements that were alternatives to or superseded the existing Impact Fees for some residential subdivisions. As a result, the City collects a 1% Transfer Fee at the time of the sale of the homes within those subdivisions. The existing developer agreements for the 1% transfer fee will expire 30 years after they were ratified.

The first implemented was the Sunset Cove Development Agreement in 1999 (8 years remaining), Vista Montana in 2001 (10 years remaining), Bay Breeze in 2002 (11 years remaining) and Seaview Ranch in 2003 (12 years remaining). The existing developer agreements for the 1% transfer fee will expire 30 years after they were ratified.

The Impact fees funds that need budgetary correction are namely: Airport Industrial, Crestview Area and the Watsonville Slough Fund. This is because neither the Airport Industrial nor the Crestview Area are receiving any additional revenues and currently have negative balances. The Watsonville Slough Fund is still receiving revenue but not at a rate expected to correct the current negative balance in a reasonable time frame.

Below is a list of projects that these funds addressed:

Project Name from Project List	Fund	#	Expenses
AIRPORT BLVD/WESTGATE SIGNAL	339	64712	\$114,877
AIRPORT BLVD/NIELSON SIGNAL	339	64713	\$103,481
AIRPORT/HANGER SIGNAL LIGHT	339	74711	\$27,863
INSTALL TRAFFIC SIGNAL @ AIRPORT BLVD & HANGAR WAY	339	84712	\$94,322
MAIN ST/CLIFFORD AVE SIGNAL	339	65481	\$105,163
AIRPORT BLVD/LOMA PRIETA SIGNAL	339	64714	\$44,500
TOTAL			\$490,206
PENNSYLVANIA AND CLIFFORD OPERATIONAL IMPR	342	02191	\$25,340

This fund received grant funds to cover the Watsonville Slough Bridge Construction, but the City's share was estimated at about \$2,000,000.

	346	00000	\$28,982
WATSONVILLE SLOUGH BRIDGE DESIGN	346	06002	\$113,365
WATSONVILLE SLOUGH BRIDGE DESIGN CONSTRUCTION	346	35681	\$9,572,328
WATSONVILLE SLOUGH BRIDGE CONSTRUCTION	346	60371	\$0
TOTAL			\$9,714,675

The expenses were higher than the revenues collected in these funds over the years. Most of these projects were completed in the early 2000's. It is anticipated that about \$1,413,261 is needed to correct the over spending in the 3 Impact Fee funds. This is a summary of the estimated funds needed:

Fund	Name	Amount
339	Airport Indust.	(198,107)
342	Crestview	(15,154)
346	Wat. Slough	(1,200,000)
TOTAL ESTIMATED NEED		(1,413,261)

RDA transfer to General Fund

In FY 2017, the City received an e-mail from the County of Santa Cruz noting an amendment the City filed with the State for additional ROPS funding which would result in an additional payment in the following year. At the end of FY 2017 the City posted a receivable for this revenue. The payment was recorded in full at the time the wire was received in January 2018. An error occurred during the audit period, in which an additional journal was recorded that posted the same revenue to the RDA fund and transferred funds from the General Fund. This double payment caused the RDA fund to receive a duplicate payment \$1,005,834.50. The RDA fund needs to reimburse the general fund for this error. The revenue was taken from the City's General Fund Property Taxes. The RDA fund currently does not have the appropriation to make this one-time repayment.

Fiber Optic Fund

In 2013 the City awarded a Citywide Fiber Optic Project. The scope of the project was to excavate and construct Citywide Fiber Optics project.

Prior to this project, the City received fiber optic data services at no cost as part of the original franchise agreement with Charter Communications. However, on June 30, 2014 this franchise agreement would have expired and the service would have no longer been free.

The fiber optic system provides data and communication services at many City and other public facilities, and provides essential technology services throughout the City. Some of the more critical systems include internet access, data connection, security systems, and gate controls for all City facilities. It also includes wireless access for the public, and a wireless system used by the Police Department to access secure data at remote locations throughout the City.

City staff identified two options to address the loss of this free fiber optic service.

1. The City can choose to build its own fiber optic system, or
2. The City may continue utilizing the Charter data fiber through a lease agreement.

Council authorized the City to build its own system. The Citywide Fiber Optic project involved running new fiber optic lines to critical locations throughout the City. This was completed in two phases. Phase 1 included upgrading existing conduits and utility boxes and installing new conduits by directional boring. A second project (Phase 2) installed the new fiber optic lines to key facilities. The total project costs were \$706,929.

Summary of Request

From	Fund Name	To	Fund Name	Amount
150	General Fund	339	Airport Industrial	198,107.00
150	General Fund	342	Crestview Area	15,154.00
150	General Fund	346	Watsonville Slough	1,200,000.00
202	RDA	150	General Fund	1,005,834.50
150	General Fund	789	Fiber Optic Fund	75,939.56
250	Library	789	Fiber Optic Fund	143,572.91
710	Wastewater	789	Fiber Optic Fund	148,051.28
720	Water	789	Fiber Optic Fund	144,404.20
730	Airport	789	Fiber Optic Fund	16,032.05
Net affect to the General Fund				(483,366.06)

Staff recommends that Council and Successor Agency appropriate the following funding request to able to transfer between funds to correct negative cash balances and a transfer correction to the Redevelopment Agency fund.

ALTERNATIVE ACTION:

Council and Successor Agency can choose not to approve these appropriation requests for fund transfers and the funds will continue to carry negative balances that will have to be corrected at some point in the future.

ATTACHMENTS AND/OR REFERENCES (If any):

None.

RESOLUTION NO. _____ (SA)
RESOLUTION NO. _____ (CM)

A JOINT RESOLUTION OF THE CITY COUNCIL AND THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF WATSONVILLE AMENDING THE 2020-2021 BUDGET TO AUTHORIZE \$2,947,095.50 BUDGET APPROPRIATION TO ALLOW TRANSFER BETWEEN FUNDS TO CORRECT NEGATIVE CASH BALANCES AND A TRANSFER CORRECTION TO THE REDEVELOPMENT AGENCY FUND

Amends Resolution No.'s 1-20 (SA) and 113-20 (CM)

BE IT JOINTLY RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, AND THE GOVERNING BOARD OF THE SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF WATSONVILLE AS FOLLOWS:

That the City Council and the governing board of the Successor Agency hereby authorize certain budget appropriations for fiscal year 2020-2021, as fully described on Exhibit "A," attached hereto and incorporated herein for fiscal year ending June 30, 2021.

From	Fund Name	To	Fund Name	Amount
150	General Fund	339	Airport Industrial	198,107.00
150	General Fund	342	Crestview Area	15,154.00
150	General Fund	346	Watsonville Slough	1,200,000.00
202	RDA	150	General Fund	1,005,834.50
150	General Fund	789	Fiber Optic Fund	75,939.56
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710	Wastewater	789	Fiber Optic Fund	148,051.28
720	Water	789	Fiber Optic Fund	144,404.20
730	Airport	789	Fiber Optic Fund	16,032.05
<i>Net affect to the General Fund</i>				<i>(483,366.06)</i>



Agenda Report

MEETING DATE: Tuesday, May 11, 2021

TO: City Council

FROM: COMMUNITY DEVELOPMENT DIRECTOR MERRIAM
HOUSING MANAGER CARLOS LANDAVERRY
ADMINISTRATIVE ANALYST ANGELA PAZ

SUBJECT: PUBLIC HEARING AND RESOLUTION AUTHORIZING SUBMITTAL
OF THE 2021-2022 COMMUNITY DEVELOPMENT BLOCK GRANT
ANNUAL ACTION PLAN TO THE U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT

STATEMENT OF ISSUES:

Public Hearing and Resolution authorizing submittal of the 2021-2022 Community Development Block Grant Annual Action Plan to the U.S. Department of Housing and Urban Development.

RECOMMENDED ACTION:

It is recommended that the City Council, following a public hearing, approve the submittal of the Community Development Block Grant (CDBG) 2021-2022 Annual Action Plan, which governs the use of CDBG funds, to the United States Department of Housing and Urban Development (HUD).

DISCUSSION:

The City of Watsonville (City), as a HUD entitlement community, must adopt a five-year Consolidated Plan for HUD approval, which serves as the planning guide in determining how the City's allocation of CDBG funds will be utilized over the five-year period. The five-year Consolidated Plan provides:

1. An assessment of the housing and community development needs,
2. A strategic plan for addressing these needs, and
3. An annual Action Plan that outlines how the CDBG funds will be used each year.

This is year two of the City's 2020-2024 Consolidated Plan (attached for reference), which was submitted to HUD and was recently approved. To meet the community's needs, the Consolidated Plan is guided by the following goals: Affordable Housing, Economic Development, Public Services and Public Facilities.

The draft 2021-2022 Action Plan includes the following new and continuing activities:

Project Name	Description/Activities
Section 108 Loan Repayment	Planned loan repayment under Section 108. City used funds to construct the new Civic Plaza parking garage to spur on development and job creation. The project only includes planned repayments of the Section 108 Loan.
Youth Center Staffing	Funding will be used for Parks and Community services staff at the Gene Hoularis Waldo Rodriguez Youth Center, which provides recreational services to approximately 100 youth each day. The Youth Center provides a variety of recreation and neighborhood services programs that benefit the City's youth. The recreational programs will focus on, sports, games, arts & crafts, and other learning programs.
Code Enforcement (Affordable Housing)	The proposed funding will be used to operate a code enforcement program in target areas to address and inspect illegal and unsafe construction, substandard housing and property maintenance issues throughout the City. In addition, City staff will hold community educational trainings and presentations in low income areas to ensure that real properties do not reach a state of deterioration or disrepair.
Administration and Planning	Planning administration and management of the CDBG Program. Oversight will include reporting, expenditure tracking, IDIS entry, action plan development, citizen participation, program guidelines, housing rehabilitation program, contract management and compliance.
Micro-Enterprise Business Technical Assistance	In order to strengthen local entrepreneurship in Watsonville, the City will provide funds to El Pajaro Community Development Corporation, a non-profit organization, to manage the Plaza Vigil Business Incubator program that focuses on providing micro-enterprise business technical assistance and general technical assistance to small businesses. The activity will also provide funding for the Incubator Without Walls program, which provides business training and technical assistance to Watsonville business start-ups and entrepreneurs.
Housing Rehabilitation (Affordable Housing)	The on-going Watsonville Housing Rehabilitation Program assists in the rehabilitation of homes owned or rented by low- and moderate-income residents that are found to be deteriorated, deteriorating, and/or unsafe living conditions. In addition to the provision of low-interest loans for rehabilitation projects, City staff assists eligible participants to develop the scope of work, plans and specifications for their projects, and handle contract bidding and construction management.

Ramsay Park Accessibility & Parking Lot Improvements Ph. I	The parking lot is severely deteriorated and uneven, posing safety issues. Furthermore, there are very little ADA-accessible routes and the pedestrian conditions for the public using park are unsafe, which discourages park usage. This project would greatly expand and enhance pedestrian facilities, ADA-compliant access, and non-vehicular access throughout the park with the installation of sidewalks, transitions, trails, ADA ramps, striping, and parking lot resurfacing along with generally rehabilitating and preserving the public infrastructure for the future.
Senior Center Phase II	The Watsonville Senior Center has an outdated kitchen with a poor layout making it hard to access and utilize by the Center's senior citizen participants. Upgrades inside the building are necessary to optimize access. Cabinetry, plumbing, fixtures, and furnishings would be re-done to comply with commercial kitchen codes. Additionally, the Center's existing single pane doors and windows would be replaced with double-pane units which will make the building more energy efficient and save on heating and cooling costs.

Public input is a HUD requirement when drafting the annual Action Plan. Remote/teleconference public meetings were held on February 22, 2021 and March 25, 2021 to solicit public comments on the use of CDBG funds and a draft of the 2021-2022 Action Plan was made available for public review and comment beginning April 7, 2021 in compliance with HUD regulations. To date, no public comments have been received.

The proposed 2021-2022 Action Plan is due to HUD by May 15, 2021. In addition to an increase in the City's allocation, additional funding is available (unused funds) due to receipt of higher than anticipated program income for Fiscal Year 2020-2021. The proposed activities and funding for the 2021-2022 Action Plan are summarized below:

Estimated Revenue

CDBG Entitlement Program Year 2021 (HUD Actual)	\$798,441
Available unused funds	\$137,518
Estimated Program Income receipts during Fiscal Year 2021-22	<u>\$80,000</u>
Total anticipated to be available	\$1,015,959

Proposed Activities

Youth Center Staff	\$122,259
Code Enforcement	\$100,000
Micro/Small Business Assistance Program (EPCDC)	\$50,000
Section 108 Loan Repayment – Civic Plaza Parking Structure	\$161,934

Program Administration	\$131,766
Ramsay Park ADA Accessibility & Other Parking Lot Imp Phase I	\$200,000
Affordable Housing Rehabilitation	\$100,000
Senior Center Kitchen ADA and Other Improvements Phase II	\$150,000

Total Proposed Allocations	\$1,015,959
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Contingency Activities

Ramsay Park ADA Accessibility & Other Parking Lot Improvements Ph. II	\$200,000
Franich Park ADA Accessibility & Other Parking Lot Improvements	\$25,000
Ramsay Park Dog Park and ADA Accessibility Improvements	\$372,048
Peace Drive Park ADA Accessibility & Pedestrian Improvements	\$100,000

Contingency activities (back-up activities) may be funded if sufficient additional CDBG program income and/or funds become available due to cancellation of any previously approved activities. Cancellation of activities occurs when construction requirements and/or budget constraints cannot be met.

STRATEGIC PLAN:

Activities proposed in the 2021-2022 Action Plan are consistent with the City's goals for Housing, Fiscal Health, Infrastructure & Environment, Economic Development and Community Engagement & Well-Being.

FINANCIAL IMPACT:

There will be no financial impact to the General Fund. Funding for the proposed activities will be provided by the Community Development Block Grant.

ALTERNATIVE ACTION:

The City Council could direct staff to make amendments to the proposed 2021-2022 Action Plan.

ATTACHMENTS AND/OR REFERENCES (If any):

- 1) 2020-2024 Consolidated Plan (for reference)

DRAFT
CONSOLIDATED PLAN
(July 1, 2020-June 30, 2024)
AND
ANNUAL ACTION PLAN
(July 1, 2020-June 30, 2021)

Community Development Department
City of Watsonville
831-768-3080
250 Main Street Watsonville, CA
95076



Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Watsonville (City) is an entitlement jurisdiction that receives federal funds from the U. S. Department of Housing and Urban Development (HUD) to invest in local communities.

The City receives HUD funding under the Community Development Block Grant (CDBG) Program, which is designed to assist low and moderate income (LMI) households. The consolidated plan must also address special needs identified as the needs of elderly, persons with disabilities, homeless individuals and others.

To meet the community's needs, the Plan is guided by the following goals:

- Affordable Housing – Providing safe, decent affordable housing for extremely low to moderate income households, preserving and increasing the affordable housing stock and supporting housing programs for the homeless, including emergency shelter, transitional and permanent housing programs, and homeless prevention
- Economic Development – Provide opportunities to promote economic development and enhance housing stock by expanding economic opportunities through enhancement of downtown living areas and commercial/industrial environments through improvement programs
- Public Services – Enhance public safety and suitable living environments by: 1) Supporting Crime prevention and Code enforcement activities; increased affordable housing opportunities; and 2) By increasing supportive services to people with special needs, homeless persons, and low-income persons and families
- Public Facilities – Enhance the community's image and living conditions by fostering improved infrastructure , and parks conditions to serve low and moderate income needs including continued improvements with public facilities rehabilitation and infrastructure reconstruction

Enhance the community's image and living conditions by fostering improved infrastructure, and parks conditions to serve low and moderate income needs including continued improvements with public facilities rehabilitation and infrastructure reconstruction

As an entitlement jurisdiction, HUD requires that the City prepare a Consolidated Plan every five years to foster a community-wide dialogue regarding the market environment and affordable housing and community development needs of the City. The City is also required to prepare an Annual Action Plan to report on the distribution of federal funding and a Consolidated Annual Performance Evaluation Report

(CAPER) to identify the City’s progress in meeting the goals discussed in the Consolidated Plan’s Strategic Plan and Annual Action Plan.

The 2020-2024 Consolidated Plan serves the following functions:

1. A planning document for the City of Watsonville, which builds on a participatory process;
2. An application for federal funds under HUD’s CDBG formula grants program;
3. A strategy to be followed in carrying out HUD’s programs; and
4. An allocation of funds to specific projects for the first fiscal year of the Consolidated Plan.

Introduction

Consolidated Plan Timeframe

The 2020-2024 Consolidated Plan covers the timeframe from July 1, 2020 to June 30, 2025, a period of five fiscal years. During this timeframe, the City anticipates receiving only CDBG funding directly from HUD.

Consolidated Plan Format

HUD released a new tool for grantees that allows the preparation of the Consolidated Plan and Action Plan in the Integrated Disbursement and Information System (IDIS), which is the system in which projects and funding are tracked. The goal of the new tool was to standardize the preparation of the Consolidated Plan and ensure that all jurisdictions met the statutory requirements for the documents.

The Consolidated Plan tool provides data from HUD-selected sources, primarily the American Community Survey (ACS) 2011-2015 data set. In addition, the Plan tool offers a question and answer format. Limited opportunities for customization are available. In some cases, the questions are targeted toward grantees receiving other HUD funding sources, such as HOME, Emergency Shelter Grant (ESG), and Housing Opportunities for People with AIDS (HOPWA).

Income Definitions

The primary focus of the CDBG program is on assisting low-income households. The Median Family Income is a measure used to help HUD and other federal and State granting agencies determine the prevalence of lower income households in specific regions. It is based on several measures, including local housing costs, local costs of living, and local incomes. The 2020 HUD determined Median Family Income (for a family of four) in the City of Watsonville for 2020 is \$110,000. Throughout this document, there are several references to various income levels. These levels are:

Introduction 2 Table

The maximum income for each category is defined by HUD on an annual basis, and is adjusted based on household size.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

Each year the U. S. Department of Housing and Urban Development (HUD) assesses the City's management of CDBG program funds, compliance with the Consolidated Plan, and City efforts to preserve and develop decent and affordable housing, create suitable living environment, and expand economic opportunities.

Overall, the City has performed satisfactorily in addressing its priority needs and carrying out the programs described in the Consolidated Plan. For example, the city administered a rehabilitation program, provided affordable housing and down payment assistance utilizing both CDBG and other funding sources. The City also worked with El Pájaro Community Development Corporation to provide micro-enterprise business technical assistance.

The Needs Assessment identified several target populations:

- Extremely low-income and very low-income populations;
- Homeless persons;
- Seniors; and
- Youth

The Needs Assessment also identified several types of projects that are needed in the community:

- Affordable Housing, especially for the lowest income brackets
- Transitional Housing and/or emergency housing for families and children
- Public facilities (either new or upgraded) including senior and youth centers and parks facilities
- Public improvements, especially those focused on increased accessibility
- Public services for a wide range of populations, including seniors, youth, and homeless

Over the next five years the City anticipates funding projects related to these needs, subject to availability of funding resources, nonprofit partnerships and market conditions, which may ultimately limit the City's ability to fund some projects.

3. Evaluation of past performance

The City evaluated its past performance as part of setting the goals and strategies associated with this Consolidated Plan. The City had great success completing the following projects since its last consolidated plan:

Affordable Housing

- Completed 2 100% affordable rental housing developments, Blackbird Apartments consisting of 48 units and Pippin Orchard also consisting of 48 units
- Rehabilitated 37 owner occupied residential housing units
- Rehabilitated 100 rental residential housing units
- Provided 17 homebuyer loans

Economic Development

2015

- School Crossing Upgrades
- Main Street Improvement Project
- Freedom Boulevard Adaptive Signal Project
- Citywide Fiber Optic Project
- Alley Improvements
- Recruited 3 new companies

2016

- Lakeside Organic Gardens LLC Expansion
- Hazelwood Park Trail
- Airport Boulevard Reconstruction
- Rail Trail-Pedestrian Trail
- City Wide Re-Striping for Traffic Safety
- Senior Center Repairs
- Recruited 3 new companies

2017

- CVS Pharmacy Expansion
- Chevrolet of Watsonville Expansion
- Sidewalk Infill Project
- Airport Boulevard Improvement Project
- Rail Trail Project
- Downtown Revitalization
- Driscoll's Inc. Expansion
- Recruited 3 new companies

2018

- Safe Routes/Complete Streets to School Plan
- Complete Streets Downtown Watsonville
- Recruited 5 new companies

2019

- Bicycle Safety Improvements
- Airport Boulevard Roadway Reconstruction
- Green Valley Adaptive Signal Project
- Recruited 3 new businesses
- Started 2 development projects

2020

- Pedestrian and Traffic Safety Improvement Project
- Community Bridges Expansion
- Recruited 2 new businesses
- More to come!

3.1 Evaluation of past performance

Youth Services

Local objectives of providing positive alternatives for youth in order to prevent juvenile crime and gang violence are addressed through several ongoing programs under the Police and the Parks and Community Services Departments. These programs include the following:

Camino Program: targets first time offenders between the age of 10 -17 years old and hold youth accountable for their actions through restorative justice: Teen Peer Court or Neighborhood Accountability Board Program. The family is also offered case management, cognitive behavior therapy, individual/group/family counseling, mentoring, pro-social activities as well as Guiding Good Choices. Between January 2012 and December 2019, 405 youth have completed the program and 348 youth out of 405 (86%) have remained arrest-free.

School Resource Officer Program (SROs): Watsonville law enforcement officers are placed at Watsonville High School and Pájaro Valley High School to proactively promote safety within schools by building trusting relationships with students, staff and caregivers. SRO's fulfill a variety of roles: preventing and responding to school-based crime; fostering positive relationships among law enforcement, educators, and youth; and promoting a positive school climate. Through these partnerships, SRO's act as information liaisons, gathering and sharing knowledge across sectors and help develop effective prevention strategies.

Police Activities League (PAL): is a youth crime prevention program that serves youth 4 to 20 years of age and it relies on educational, mentorships, athletic and other recreational activities to cement a bond among police officers, recreation leaders, youth and their parents. PAL provides youth the opportunity to become a positive influence in their community through their participation various leadership/team building activities.

The Watsonville Police Cadet Program: operates under the sponsorship of the Chief of Police and the Watsonville Police Department. The youth are between fourteen and twenty years old. Watsonville police officers volunteer their services as advisers whose role is to mentor the cadets. The program provides young people with the opportunity to explore the law enforcement field as a possible career choice. The Cadets are active in traffic control for a number of events including the AT&T Golf Tournament. They also attend the San Diego Law Enforcement Explorer Academy each year and compete throughout the year with other posts.

3.2 Evaluation of past performance

Youth Programs Parks and Community Services

F.L.Y.E.R.S. After School Program

An after school program for youth in first through fifth grade. Transportation is provided from school to the program. Each day youth receive homework assistance and a healthy snack. They also participate in sports, games and arts & crafts activities.

Spring Break Day Camp

A week long day camp for youth ages 5 to 12 held during the Pájaro Valley Unified School District spring and winter breaks. The full day camp features a variety of fun activities, healthy snacks and lunches and a trip to a local attraction.

Camp W.O.W. Summer Day Camp

Camp W.O.W is a summer day camp for youth ages 5 to 12. The camp is comprised of 8, 1-week sessions. Each session features a different theme and a trip to a destination related to the theme. All of the activities offered during a session support the theme. Youth participate in a variety of sports, games and arts & crafts activities. They are also served healthy snacks and a healthy lunch.

Youth Soccer Program

The youth soccer program offers recreational and competitive opportunities for boys and girls ages 5-14. The program offers leagues in the spring and fall and is affiliated with Club de Fútbol Universidad Nacional A. C. (Pumas).

Youth Gymnastics Program

The gymnastics programs for youth ages 3 to 10 follow the USA Gymnastics progression. It is designed to teach basic gymnastics skills. Emphasis is on developing motor skills, eye-hand coordination and confidence.

Youth Center Programs

The Youth Center is open for youth to participate in a variety of structured and non-structured activities. Youth may play games, use sports equipment on their own or take part in structured activities such as cooking classes, arts & crafts activities and sports tournaments.

3.3 Evaluation of past performance

Summer Aquatics Program

The summer aquatics program features swim lessons for youth of all ages. From the Parents & Tots class to the Swimmers class, there is an opportunity for youth of all skill levels to participate. In addition, the program offers open recreational swim times each day during the summer.

Police Activities League

The Police Activities League (PAL) is a youth crime prevention program that works with the Police Department and relies on educational, athletic, and other recreational activities to cement a bond among police officers, recreation leaders, youth and their parents. The PAL program is designed to give youth a chance to better themselves and become a positive influence within their community.

Senior Center

The City offers a variety of programs and activities for Older Adults in our community at the Watsonville Senior Center located at 114 E. Fifth Street.

Enrichment Programs

The City offers a variety of enrichment programs that are skill based, fun, and are specifically designed to provide recreational opportunities for youth and adults. Classes include yoga, ballet, karate, and Lego engineering.

Public Facilities – Infrastructure

The City's infrastructure is improved by various Public Works projects, including reconstruction, rehabilitation, and/or addition of streets, sidewalks, and other types of infrastructure, and the removal architectural barriers to accessibility for the physically challenged within public areas and ways.

Public Facilities

Summary 2015 - 2020

- School Crossing Upgrades
- Citywide Fiber Optic Project
- Freedom Boulevard Adaptive Signal Project
- Freedom Boulevard Reconstruction PH2
- Hazelwood Park Trail
- Sidewalk Infill Project
- Downtown Revitalization
- Airport Boulevard Improvement Project
- Safe Routes/Complete Streets to School Plan
- Complete Streets Downtown Plan
- Bicycle Safety Improvements
- Pedestrian and Traffic Safety

3.4 Evaluation of past performance

Homelessness and Special Needs

The City addresses the needs of the homeless and citizens with special needs by ongoing support of local service agencies through the City's Social Service Grant Program. Additionally, the City participates in the Santa Cruz County-wide Continuum of Care strategy through financial and human resources contributions to the Homeless Action Partnership (formerly the Santa Cruz County Continuum of Care Committee).

Special Housing Need

Housing and supportive services for elderly, frail elderly, person with disabilities (mental, physical, developmental), persons with alcohol or other drug addiction, persons with HIV/AIDS and their families is provided by various community and social service agencies that are assisted by the City's Social Service Grant Program.

Transitional Housing Programs

Two transitional housing programs currently operate facilities and provide services in the City of Watsonville with a third Shelter run by Grace Harbor, a branch of Pájaro Valley Rescue Mission, opened in 2015 but unfortunately closed in 2018.

- Pájaro Valley Shelter Services (PVSS) utilizes a comprehensive, outcome-oriented approach to homelessness, which includes counseling and other services such as the childcare center, to help families move beyond the cycle of poverty and homelessness.
- The Salvation Army continues to manage the Loma Prieta Transitional Housing Complex, which is made up of three older homes that were rehabilitated with FEMA 403 funds and technical help provided by the City's Housing Rehabilitation Program. The Loma Prieta program provides services and counseling to prepare their clients to make the transition to permanent housing and independent living.

Non-Housing Community Development

Through Subgrantee, El Pájaro Community Development Corporation, provided technical assistance to 575 local businesses, including 55 Plaza Vigil Business Incubator merchants during 2015-2020.

4. Summary of citizen participation process and consultation process

The City offered several opportunities for participation and comment throughout the Consolidated Plan process

- Date of Public Meeting: January 28, 2020
- Date of Public Meeting: February 24, 2020
- The Plan was published for review on March 23, 2020
- Date of Public Meeting: March 23, 2020
- Date of Remote/Teleconference Public Meeting: October 12, 2020
- Date of Remote/Teleconference Public Meeting: October 23, 2020
- The Plan was published for review on October 9, 2020
- Notice of the Availability of the Plan was published on September 25, 2020, in the Register-Pajaronian, a newspaper of local circulation
- Notice of Public Hearing on the Plan was published October 23, 2020
- Public Hearing was held November 10, 2020
- City published a draft summary of Consolidated Plan on September 25, 2020, inviting citizen and community group involvement in establishing priorities and planning process
- Thirty-day citizen comment period opened October 9, 2020, and closed November 9, 2020
- Staff emailed a survey to service providers to obtain feedback
- Staff made an online survey available to service providers and residents

Feedback received through the outreach efforts, such as meetings with nonprofits, service providers and online survey responses, is incorporated into the Plan.

5. Summary of public comments

Public comments received during the public hearing were all supportive of the funding of activities identified.

6. Summary of comments or views not accepted and the reasons for not accepting them

To date the City has not received any public comments that were not accepted. The City attempted to incorporate feedback received throughout the Consolidated Plan outreach efforts into the Plan.

7. Summary

Based on the needs assessment, market analysis, and public outreach, the City identified the following priorities for the Consolidated Plan that would build a healthy community and expand economic opportunities:

- Affordable Housing – Providing safe, decent affordable housing for extremely low to moderate income households, preserving and increasing the affordable housing stock and supporting housing programs for the homeless, including emergency shelter, transitional and permanent housing programs, and homeless prevention
- Economic Development – Provide opportunities to promote economic development and enhance housing stock by expanding economic opportunities through enhancement of downtown living areas and commercial/industrial environments through improvement programs
- Public Services – Enhance public safety and suitable living environments by: 1) Supporting Crime prevention and Code enforcement activities; increased affordable housing opportunities; and 2) By increasing supportive services to people with special needs, homeless persons, and low-income persons and families
- Public Facilities – Enhance the community's image and living conditions by fostering improved infrastructure, and parks conditions to serve low and moderate income needs including continued improvements with public facilities rehabilitation and infrastructure reconstruction

These goals align closely with the City Council's five goals, which include:

- Affordable Housing
- Public Services
- Economic Development
- Reduce Reliance on Reserve Funds

- Improve Communications
- Enhance Community Image

To address these goals, the City plans to fund downtown improvement plans and infrastructure upgrades, improvements to parks and senior and youth, service centers, continuing code enforcement activities in low income areas, provide loans to homeowners needing health and safety repairs, support microenterprise businesses, support services to the homeless, assist with accessibility and new facility projects. Other types of projects may be considered as needed throughout the Consolidated Plan timeframe.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WATSONVILLE	Community Development Department

Table 1 – Responsible Agencies

Narrative

The City of Watsonville (City) is the Lead Agency for the United States Department of Housing and Urban Development (HUD) entitlement programs. The City's Community Development Department is responsible for administering the funds it receives under the Community Development Block Grant (CDBG).

Consolidated Plan Public Contact Information

City of Watsonville

Community Development Department

250 Main Street, Watsonville, CA 95076

Phone: (831) 768-3080; Fax: (831) 763-4114

Email: angela.paz@cityofwatsonville.org

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

In preparing the Consolidated Plan, the City consulted a variety of agencies, including local and regional non-profits, government organizations, faith-based organizations, fair housing advocates and other organizations involved in the development and preservation of affordable housing , creation of job opportunities for low- and moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. To facilitate this consultation, the City solicited feedback through the following methods:

- Stakeholder surveys (web-based, social media, and paper surveys)
- Individual stakeholder consultations
- Public meetings
- Public hearings
- Receipt of written comments

The City prepared a Community Needs Survey, in both English and Spanish. The survey was distributed at key locations throughout the City and was also accessible in both languages and formats on the City's website and emailed to service providers.

The goal of the consultation process was to gather data to help determine the priority needs of City of Watsonville residents and opportunities for coordination to improve availability and accessibility to services.

The input gathered from these consultation partners helped establish and inform the objectives and goals described in the Strategic Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The City of Watsonville recognizes the importance of careful coordination and alignment among various service providers to maximize the effectiveness of their programs. As a result, during the development of this Consolidated Plan, the City closely consulted with organizations that provide assisted housing, health services and other community-focused agencies. Engagement efforts included outreach on social media and surveys that included specific questions associated with coordination, invitations to community meetings and follow-up interviews where appropriate.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

The City of Watsonville is an active member of the Watsonville/Santa Cruz City & County Continuum of Care (CoC). The Santa Cruz County Homeless Action Partnership (HAP) is the lead agency responsible for the application to HUD's Continuum of Care Homeless Assistance Program and oversees and acts on behalf of the full CoC membership. The City of Watsonville is an active partner on the HAP Governance Board, the HAP Jurisdictional Executive Committee, and the Strategic Planning Committee.

The CoC assists homeless persons or those in danger of becoming homeless, who are also served by support units countywide, including Watsonville.

The CoC is broadly representative and includes individuals and organizations from throughout the CoC geographic area, representing a range of opinions, knowledge and interests. In establishing sub-groups, the CoC specifically invites not only CoC members, but also other interested community organizations and individuals.

The HAP Governance Board is represented by County Mental Health; the Cities of Santa Cruz, Watsonville and Scotts Valley; United Way; Mountain Community Resources; VA; Medical Center; Watsonville Law Center; and a homeless individual. CoC planning committees or workgroups include the following:

The full CoC membership meets on a quarterly basis to identify gaps in homeless services, establish funding priorities, and to pursue an overall systemic approach to addressing homelessness.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Association of Watsonville Area Seniors
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
2	Agency/Group/Organization	Big Brothers Big Sisters of Santa Cruz County
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
3	Agency/Group/Organization	California Rural Legal Assistance, Inc.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Service-Fair Housing Legal Assistance and Continuum of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
4	Agency/Group/Organization	CASA of Santa Cruz County
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
5	Agency/Group/Organization	Catholic Charities
	Agency/Group/Organization Type	Housing Continuum of Care and Faith Based Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
6	Agency/Group/Organization	Center for Employment Training (CET)
	Agency/Group/Organization Type	Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Non-Housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
7	Agency/Group/Organization	Central Coast Center for Independent Living
	Agency/Group/Organization Type	Services-Persons with Disabilities Continuum of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis, Non-housing Community Development Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
8	Agency/Group/Organization	Central Coast Energy Services, Inc.
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
9	Agency/Group/Organization	Central Coast Small Business Development Center (SBDC)
	Agency/Group/Organization Type	Small business services
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
10	Agency/Group/Organization	COMMUNITY ACTION BOARD OF SANTA CRUZ.
	Agency/Group/Organization Type	Housing Continuum of Care, Referral and counseling service
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.

11	Agency/Group/Organization	Community Bridges (AKA La Manzana Community Resources)
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Services-Education Continuum of Care, Referral Service
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
12	Agency/Group/Organization	El Pajaro Community Development Corporation
	Agency/Group/Organization Type	Services-Education Services-Employment Economic Development
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
13	Agency/Group/Organization	Encompass
	Agency/Group/Organization Type	Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Services-Education Continuum of Care

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
14	Agency/Group/Organization	Families in Transition of Santa Cruz County, Inc.
	Agency/Group/Organization Type	Services-homeless Continuum of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
15	Agency/Group/Organization	Family Service Agency of the Central Coast
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
16	Agency/Group/Organization	Farm Bureau of Santa Cruz County
	Agency/Group/Organization Type	Services-Education Farming Advocacy

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Market Analysis Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
17	Agency/Group/Organization	Housing Authority of Santa Cruz County
	Agency/Group/Organization Type	PHA Continuum of Care
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input. In addition, the Agency was contacted via email seeking information about public housing activities in Watsonville, which was provided and included in the Plan.
18	Agency/Group/Organization	Housing Choices Coalition
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
19	Agency/Group/Organization	Monarch Services (AKA Women's Crises Support-Defensa de Mujeres)
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Housing Need Assessment

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input. In addition, the Director was contacted via email seeking information about victims of domestic or other violent acts.
20	Agency/Group/Organization	Pajaro Valley Chamber of Commerce
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
21	Agency/Group/Organization	Pajaro Valley Children's Center
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
22	Agency/Group/Organization	Pajaro Valley Loaves and Fishes
	Agency/Group/Organization Type	Food Pantry
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.

23	Agency/Group/Organization	PAJARO VALLEY SHELTER SERVICES
	Agency/Group/Organization Type	Housing Services-Victims of Domestic Violence Services-homeless Continuum of Care,
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
24	Agency/Group/Organization	Salud Para La Gente
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
25	Agency/Group/Organization	Salvation Army
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Services-Victims of Domestic Violence Services-homeless Regional organization Continuum of Care, Emergency Disaster Relief

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
26	Agency/Group/Organization	San Andreas Regional Center
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
27	Agency/Group/Organization	Santa Cruz AIDS Project
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Continuum of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input. In addition, Agency was consulted by telephone.
28	Agency/Group/Organization	Santa Cruz County Business Council
	Agency/Group/Organization Type	Business Leaders
	What section of the Plan was addressed by Consultation?	Market Analysis Non-housing Community Development Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
29	Agency/Group/Organization	Santa Cruz County Planning Department (Economic Development)
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
30	Agency/Group/Organization	Santa Cruz County Planning Department (Housing)
	Agency/Group/Organization Type	Other government - County Continuum of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input. In addition, Agency was contacted via phone seeking information about homelessness.
31	Agency/Group/Organization	Santa Cruz County Workforce Investment Board
	Agency/Group/Organization Type	Services-Employment Other government - County Planning organization
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Non-housing Community Development Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
32	Agency/Group/Organization	SECOND HARVEST FOOD BANK
	Agency/Group/Organization Type	Food Bank
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
33	Agency/Group/Organization	Senior Circle
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
34	Agency/Group/Organization	Seniors Council of Santa Cruz County (AKA Area Agency on Aging)
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.

35	Agency/Group/Organization	United Way of Santa Cruz County
	Agency/Group/Organization Type	Regional organization Continuum of Care, Variety of Services
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted by phone seeking information about victims of domestic or other violent acts.
36	Agency/Group/Organization	Volunteer Center of Santa Cruz County
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted by phone seeking information about the needs of persons with HIV/AIDS.
37	Agency/Group/Organization	Watsonville Family YMCA
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.

38	Agency/Group/Organization	Watsonville Law Center
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Service-Fair Housing Legal Assistance
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
39	Agency/Group/Organization	Youth Services (AKA Pajaro Valley Prevention and Student Assistance)
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
40	Agency/Group/Organization	YWCA
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence Services-Health Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Non-housing Community Development Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Agency was contacted via email and invited to provide input.
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Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	County of Santa Cruz	The County of Santa Cruz Homeless Action Partnership (HAP) identifies gaps in funding and applies to HUD for CoC funds annually for new and renewing projects based on local needs and priorities and is consistent with the Countys 10-Year Strategy to End Homelessness. The City of Watsonville is an active participant in these efforts.
Strategic Plan 2018-2020	City of Watsonville City Council	The City of Watsonvilles Strategic Plan shares the goals of expanding quality housing opportunities, enhance the fiscal sustainability, protecting public safety, maintain built structure, economic development, community engagement and well-being, public safety.
City of Watsonville 2015-2023 Housing Element	City of Watsonville Community Development Department	The Housing Element includes many goals that are consistent with the Strategic Plan including promotion of fair housing for all, provision of special needs housing, preservation of existing housing and production of new affordable housing.
Watsonville 2005 General Plan and draft Vista 2030	City of Watsonville	Aligns with the strategic plan goal of improving the quality of life for the Citys low- and moderate-income community. The General Plans address a wide range of issues that affect Watsonville, such as development and economic and social concerns that can affect the overall quality of life.
2-1-1 Santa Cruz County Quarterly Needs Report	United Way of Santa Cruz County	Aligns with the strategic plan goal of assisting in the Continuum of Care. This report details the needs of Watsonville residents and serves as an ongoing needs assessment of our low- and moderate-income residents.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
AMBAG	AMBAG	AMBAG is the tri-county agency responsible for identifying regional housing needs for the three county region. Every 7 years they coordinate the States Regional Housing Needs assessment (RHNA) numbers to the three county region for affordable housing development including Santa Cruz, Monterey, and San Benito Counties. These numbers are then included as part of local jurisdictions Housing Elements updates. They also are coordinating the SGS sustainable Growth strategies identified for AB375 for the three county region that establishes a longer term growth vision for the region.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The City of Watsonville participates in regional planning efforts and several working groups on matters of mutual interest related to CDBG and housing and will continue to work collaboratively with the Housing Authority of Santa Cruz County and the Homeless Action Partnership (HAP).

Narrative (optional):

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

- Date of Public Meeting: January 28, 2020
- Date of Public Meeting: February 24, 2020
- The Plan was published for review on March 23, 2020
- Date of Public Meeting: March 23, 2020
- Date of Remote/Teleconference Public Meeting: October 12, 2020
- Date of Remote/Teleconference Public Meeting: October 23, 2020
- The Plan was published for review on October 9, 2020
- Notice of the Availability of the Plan was published on September 25, 2020, in the Register-Pajaronian, a newspaper of local circulation
- Notice of Public Hearing on the Plan was published October 23, 2020
- Public Hearing was held November 10, 2020
- City published a draft summary of Consolidated Plan on September 25, 2020, inviting citizen and community group involvement in establishing priorities and planning process
- Thirty-day citizen comment period opened October 9, 2020, and closed November 9, 2020
- Staff emailed a survey to service providers to obtain feedback
- Staff made an online survey available to service providers and residents

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	No comments were received during public meeting.	No comments were received during public meeting.	N/A	
2	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	No comments were received during public meeting.	No comments were received during public meeting.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	No comments were received during public meeting.	No comments were received during public meeting.	N/A	
4	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community	No comments were received during public meeting.	No comments were received during public meeting.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>https://zoom.us/j/92706609937 or by calling +16699009128,, 92706609937# or +12133388477,, 927066099</p>	No comments were received during public meeting.	No comments were received during public meeting.	N/A	
6	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p>	No comments were received during public meeting.	No comments were received during public meeting.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	2020-2024 Consolidated Plan Needs Assessment Survey	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p>	The Needs Assessment Survey was disseminated in paper hard copy and in electronic form on the City's website and on Social Media (Facebook), in English and Spanish, to advise the City on the highest priority housing, community and economic development needs in Watsonville	All comments were accepted and incorporated into the survey results	N/A	

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The City of Watsonville is located at the heart of the Pájaro Valley, one of the nation's most agriculturally rich areas. As a result, Watsonville is also the primary place of residence for a number of farm workers and workers in food processing. These jobs are generally not well-paying and often do not generate enough income for a family to afford quality housing. This is compounded by the fact that over 200 units of "housing of last resort" are maintained in Watsonville, most of which are SRO type housing, which represents the bulk of this type of housing in Santa Cruz County. The County and other agencies that assist individuals in need of housing frequently place residents that are impoverished, struggling with substance abuse, mentally ill, and parolees and probationers in these units. The condition of this housing has improved but due to the high concentration of this type of housing in Watsonville's Downtown area, there are some negative spill-over impacts on the area. All of this, coupled with the fact that the housing supply in Santa Cruz County is far outpaced by demand, resulting in the highest cost of living for any small Metropolitan Service Area in the United States, makes adequately housing low income and even middle income residents exceedingly difficult.

Watsonville's existing housing stock was mostly built over 35 years ago and much of it built prior to 1950. Due to high demand, there are a number of units that are unsafe, substandard or otherwise in need of attention. The City and other agencies are working to ensure that these conditions are addressed through a combination of incentives and code-enforcement efforts.

The City of Watsonville and area agencies have proactively attacked the issues with housing in Watsonville. Over 25 agencies are working on the multitude of issues surrounding housing in such a high cost area. Over 30% of Watsonville residents are unable to find housing that is less than 30% of their family income, and 20% are unable to find housing for less than 50% of their family income. Local non-profits, Santa Cruz County and the City of Watsonville are working to increase the available housing stock, to find permanent supportive housing for the homeless and to ensure that low and middle income residents are able to find safe, affordable homes.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

Watsonville is primarily a community of families. Small related families comprise the majority of households, with an average household size of 3.7, most of which contain at least one elderly person (age 62 or older) and one or more children 6 years old or younger. Almost half of the single person households in Watsonville consist of an elderly person, many of whom typically face special housing needs due to fixed incomes, high health care costs and physical disabilities.

Almost half of the total households in Watsonville are considered low income with more than half contributing 30% or more of their income towards housing costs. The high cost of housing coupled with the lower incomes of Watsonville residents not only contributes to instability of households to obtain or maintain housing but also to overcrowding.

Watsonville has a significant stock of older homes with more than half of the housing units having been built over 35 years ago, many of which have begun or will begin showing signs of deterioration if not properly maintained. Resources to maintain these units are scarce given the number of households with high housing cost burdens.

Because of the City geographic constraints and the policy decisions that have been made at the County and State level, Watsonville is limited in its ability to grow, provide and/or preserve affordable housing. New housing has consisted mainly of infill projects within existing neighborhoods, none of which are affordable to extremely low income households and only a few to low-moderate income households.

Providing and improving access to and the quality of housing is important in maintaining and enhancing the quality of life for all segments of the population in Watsonville.

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	51,199	52,545	3%
Households	13,606	14,215	4%
Median Income	\$47,526.00	\$46,018.00	-3%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	3,420	3,355	3,180	1,315	2,945
Small Family Households	1,215	1,435	1,705	630	1,390
Large Family Households	675	1,090	795	360	650
Household contains at least one person 62-74 years of age	460	520	555	230	725
Household contains at least one person age 75 or older	655	265	385	170	265
Households with one or more children 6 years old or younger	975	1,325	1,065	255	360

Table 6 - Total Households Table

Data 2011-2015 CHAS
Source:

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	100	85	4	0	189	30	10	0	0	40
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	155	300	265	95	815	0	20	10	40	70
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	470	505	475	115	1,565	50	40	75	20	185
Housing cost burden greater than 50% of income (and none of the above problems)	1,325	730	100	0	2,155	180	190	110	20	500

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	495	725	590	90	1,900	105	205	430	260	1,000
Zero/negative Income (and none of the above problems)	0	0	0	0	0	25	0	0	0	25

Table 7 – Housing Problems Table

Data 2011-2015 CHAS
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	2,050	1,615	845	210	4,720	260	260	195	80	795
Having none of four housing problems	810	940	1,140	335	3,225	275	540	1,000	690	2,505
Household has negative income, but none of the other housing problems	0	0	0	0	0	25	0	0	0	25

Table 8 – Housing Problems 2

Data 2011-2015 CHAS
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,030	1,030	515	2,575	55	110	380	545
Large Related	520	710	260	1,490	50	155	130	335
Elderly	485	115	140	740	210	155	80	445
Other	425	225	15	665	50	10	20	80
Total need by income	2,460	2,080	930	5,470	365	430	610	1,405

Table 9 – Cost Burden > 30%

Data 2011-2015 CHAS
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	695	405	20	1,120	55	70	80	205
Large Related	445	360	15	820	50	70	0	120
Elderly	305	85	65	455	105	55	30	190
Other	320	55	0	375	50	10	0	60
Total need by income	1,765	905	100	2,770	260	205	110	575

Table 10 – Cost Burden > 50%

Data 2011-2015 CHAS
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	575	560	525	155	1,815	60	60	35	35	190

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	65	245	210	55	575	10	0	50	24	84
Other, non-family households	0	20	0	0	20	0	0	0	0	0
Total need by income	640	825	735	210	2,410	70	60	85	59	274

Table 11 – Crowding Information – 1/2

Data 2011-2015 CHAS
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source
Comments:

Describe the number and type of single person households in need of housing assistance.

According to the U.S. Census Bureau 2010 Tenure, Household Size, and Age of Householder Summary, there are 1,078 single person household homeowners and 1,398 single person renters in the City of Watsonville. While homeownership rates for single person households as well as two-person households, have the largest decline over other household sizes, single person renters have the largest increase since the 2000 Census. Even though the overall change for single person households has increased less than 1%, it is lower than the increase of 3, 4 and 5 person households.

Household size and composition is a complex issue, often reflective of market conditions as well as demographic factors. The high cost of housing in Watsonville, coupled with the lower incomes of Watsonville residents, has resulted in larger household sizes, most of which consists of related household members with children. Watsonville is primarily a community of families with an average household size, according to the 2011-2015 American Community Survey (ACS) of 3.7. Single person households comprise approximately 18% of all households in the City, with 46% of them headed by a person aged 65 years or older according to the ACS.

Senior households typically have special housing needs due to three primary circumstances: fixed income, high health care costs, and physical disabilities. Because of these financial and/or physical constraints, seniors may have difficulty obtaining and/or maintaining affordable housing.

Programs assisting with homeownership and rental housing costs as well as housing rehabilitation can benefit single person households regardless of age. However, given the number of single person households headed by seniors, additional programs designed to provide supportive services, congregate care, and accessible housing are also needed.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

There are approximately 5,208 noninstitutionalized civilians with a disability in the City of Watsonville according to the 2011-2015 ACS, representing 10% of the total population of the City. Approximately 3.1% of the total population with a disability are under 18 and 41.3% are 65 years or older with the highest percentage (8.7%) in the 18 to 64 age category. Living arrangements for disabled persons depend on the severity of the disability. Many persons whether living independently or with other family members need housing assistance such as special housing design features, in home supportive services, financial assistance to rent or purchase, and/or transportation services. Data obtained from the State of California Department of Social Services indicate that there are 68 licensed facilities in Santa Cruz County capable of serving 1,799 persons with disabilities who require more specialized care outside of the home. Information regarding how many of those are located in Watsonville was unavailable, however, the City's 2015-2023 Housing Element, indicate that Watsonville has 13 licensed facilities with a total capacity of serving 185 persons.

Very little data was available regarding the number and type of families who were victims of domestic violence or other sexual or physical abuse. However, information provided by the Watsonville Police Department, the number of domestic violence incidents from 2015 to 2019 were 484.

Assistance for victims is still an on-going need in the community in the form of temporary/transitional housing and financial assistance to rent or purchase permanent housing as a single person household or single head of household with children or other related household members.

What are the most common housing problems?

The cost of housing is by far the most common housing problem facing Watsonville residents with 18% of all households having a housing cost burden greater than 30% of income and 20% with a housing cost burden greater than 50% of income. Cost burden is the ratio of housing costs to household income. For renters, the housing cost is rent plus utilities and for owners, it is mortgage, insurance, taxes, association fees, and utilities.

The next most common housing problem is overcrowding. The City is surrounded by farmland, sloughs and the Pájaro River and has reached its potential development of available vacant and underdeveloped land. Given these constraints as well as the policies of the County of Santa Cruz and Local Agency Formation Commission (LAFCO) toward annexation of surrounding unincorporated areas and Measure U (the Watsonville Urban Limit Line and Development Timing Initiative) passed by voters in 2002, future housing development will consist mainly of infill projects within existing neighborhoods.

In addition, Watsonville has a significant stock of older homes with over 70% of the housing units having been built over 35 years ago according to the 2011-2015 CHAS data. As a general rule, structures older than 30 years begin showing signs of deterioration and if not maintained properly will require rehabilitation.

Maintaining and improving the quality of housing is an important goal for Watsonville. Like any tangible asset, housing is subject to deterioration and, if not properly and regularly maintained, can discourage investment, depress property values and impact the quality of life in a neighborhood.

Are any populations/household types more affected than others by these problems?

Extremely low income households for both renters and owners face the biggest challenge in securing and maintaining housing with renters experiencing a greater cost burden as well as overcrowding issues. Small related households are the largest group affected by high housing costs with single family households experiencing the majority of overcrowding issues.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

There are 14,216 households in Watsonville. Low income households comprise 49% (6,755 households) of the total households in Watsonville. Extremely low income households make up 29% (4,055 households) of the total households and 60% of the total low income households. Approximately one-third (31%) of the extremely low income households have one or more children 6 years old or younger. The number of extremely low income households affected by high housing costs compared to other groups puts them at a higher risk for homelessness.

More affordable housing and supportive services are needed to ensure these households are able to obtain and maintain housing. These services may include temporary/permanent financial assistance, temporary/transitional shelters, education/job training, and affordable rental/ownership units.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

Watsonville does not have specific estimates of the at-risk population.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Low income households comprise almost half of the total households in Watsonville. Low incomes combined with high housing costs is the primary factor contributing to financial instability and increased risk of homelessness in Watsonville. The higher share of their income that households must contribute to housing costs decreases the availability of funds for other necessary items such as food, transportation, health care and clothing. It also diminishes the ability of households to save for emergencies, retirement or other unexpected expenses, which further contribute to inability of households to obtain or maintain housing.

Discussion

The majority of the households in Watsonville are small related single family households with incomes at or below 50% of the County median income (considered low income). Many of these households contain at least one elderly person aged 62 or older and one or more children 6 years old or younger. Most of these households contribute more than 30% of their income to housing costs, which is the primary factor for housing instability in Watsonville.

Finding ways to preserve our existing housing stock and increase the number of affordable housing options as well as supportive services are essential in order to enhance and maintain the quality of life for all Watsonville residents.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A housing problem is when a home lacks one or more of the following: complete kitchen facilities, complete plumbing facilities, overcrowding (more than one person per room) or high housing cost burden (household contributes more than 30% of income toward housing).

A disproportionately greater need exists when the percentage of persons in a category are at least 10 points higher than the total in that category.

According to the data provided below, 82% of the households in the 0-30% income category (extremely low) experienced one or more housing problem. Since none of the racial or ethnic groups were 10% points higher, no group experienced a disproportionately greater need in this income category.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,920	480	25
White	475	120	25
Black / African American	25	0	0
Asian	75	20	0
American Indian, Alaska Native	20	0	0
Pacific Islander	25	0	0
Hispanic	2,275	320	0

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data Source: 2011-2015 CHAS

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,805	555	0
White	335	185	0
Black / African American	0	0	0
Asian	50	45	0
American Indian, Alaska Native	0	0	0
Pacific Islander	15	0	0
Hispanic	2,400	325	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,065	1,120	0
White	330	415	0
Black / African American	0	0	0
Asian	15	15	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	1,725	660	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	640	675	0
White	155	95	0
Black / African American	0	0	0
Asian	25	75	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	460	505	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

A total of 8,430 households experienced one or more housing problem, 34% of which are comprised of low income households. The extremely low (0-30%) income category represented the highest percentage of households that experienced a housing problem. While there were no racial or ethnic group that experienced a disproportionately higher need in this income category, Hispanic households was the only group that experienced a higher need (5%) than that of the income category as a whole.

Pacific Islander households had a disproportionately higher need in the 30-50% (low) income category and American Indians and Alaska Natives had a disproportionately higher need in the 80-100% (above moderate) income category. No disproportionate need existed in the 50-80% (moderate) income category. However, the sample size for Pacific Islander and American and Alaska Natives group is 4 and 15 respectively and too small to ascertain if a true disproportionately greater need actually exists.

Although it appears that no true disproportionate greater need exists for any of the race or ethnic groups at any of the income categories, Hispanic households consistently experienced a higher percentage of housing problems than the total households for each income category. Of course, Hispanic households also represent the majority of the households (72%). Nevertheless, more than half (59%) of the total households in Watsonville experienced one or more housing problems.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A severe housing problem is when a home lacks one or more of the following: complete kitchen facilities, complete plumbing facilities, overcrowding (more than 1.5 persons per room) or high housing cost burden (household contributes more than 50% of income toward housing).

A disproportionately greater need exists when the percentage of persons in a category are at least 10 points higher than the total in that category.

According to the data provided below, 50% of the households in the 0-30% income category (extremely low) experienced one or more severe housing problem. Since none of the racial or ethnic groups were 10% points higher, no group experienced a disproportionately greater need in this income category.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,310	1,085	25
White	350	240	25
Black / African American	25	0	0
Asian	65	30	0
American Indian, Alaska Native	20	0	0
Pacific Islander	25	0	0
Hispanic	1,805	790	0

Table 17 – Severe Housing Problems 0 - 30% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,875	1,480	0
White	215	305	0
Black / African American	0	0	0
Asian	25	70	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	15	0
Hispanic	1,635	1,085	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,040	2,140	0
White	150	595	0
Black / African American	0	0	0
Asian	0	30	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	890	1,490	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	290	1,025	0
White	10	230	0
Black / African American	0	0	0
Asian	0	100	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	280	690	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

Discussion

A total of 5,515 households experienced one or more severe housing problem, 50% of which were comprised of low income households. The extremely low (0-30%) income category represented the highest percentage of households that experienced a severe housing problem.

The only category that indicated a disproportionately greater need was in the 80-100% (above moderate) range, where Hispanic households were 34% more likely to experience one or more severe housing problems than the category as a whole.

Although, only one income category had a true disproportionately greater need, Hispanic households was only 1% from experiencing a true disproportionately greater need in the 50-80% (Moderate) income category.

Despite the fact that none of the groups in the extremely low (0-30%) and low (30-50%) income categories experienced a disproportionately greater need, the number of households (71%) in these categories that have experienced one or more severe housing problems is significant.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

A cost burden is when a household contributes more than 30% of their income on housing expenses. A severe cost burden is when a household contributes more than 50% of their income on housing expenses. For renters, the housing cost is rent plus utilities and for owners, it is mortgage, insurance, taxes, association fees, and utilities.

A disproportionately greater need exists when the percentage of persons in a category are at least 10 points higher than the total in that category.

Approximately 62% of the households in Watsonville experienced a cost burden or severe cost burden. Of those households, 30% contribute 30-50% of their income to housing and 32% contribute 50% or more of their income to housing.

The group experiencing the highest cost burden was Pacific Islanders with 100% of the households contributing 30-50% of their income to housing. The next highest group was American Indian and Alaska Natives, with 41% of the households contributing 30-50% of their income to housing. Based on the information provided, it appears that only one group (Black and African Americans) did not experience any cost burdens.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	6,580	4,200	3,405	40
White	1,890	710	685	25
Black / African American	0	4	25	0
Asian	330	135	90	0
American Indian, Alaska Native	0	0	20	0
Pacific Islander	0	15	25	0
Hispanic	4,245	3,300	2,530	20

Table 21 – Greater Need: Housing Cost Burdens AMI

Data 2011-2015 CHAS
Source:

Discussion:

In looking at the number of households in each group that experienced a housing cost burden, it would appear that Pacific Islanders experienced a disproportionately greater need than any other group followed by American Indian and Alaska Natives.

However, given the relatively small number of Pacific Islander households, whether or not a true disproportionately greater need actually exists is uncertain. In addition, American Indian and Alaska Native households only represented 1% of the total households and may not be a true indicator of a disproportionately greater need.

Regardless, the data indicates that all but one group experienced a housing cost burden to some degree.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

Pacific Islanders in the low income category and American Indian and Alaska Natives and Hispanics in the above moderate income category had disproportionately greater housing needs. However, the number of households in the Pacific Islander and American Indian and Alaska Native groups was relatively small (representing $\leq 1\%$ of the total households), so it is difficult to determine if a true disproportionately greater need actually exists for these groups.

If they have needs not identified above, what are those needs?

As discussed in previous sections, the primary housing problem affecting households in Watsonville is cost burden. 62% of the households pay more than 30% of their income to housing costs, with 78% of those comprised of Hispanic households. The high cost of housing coupled with the lower incomes of the majority of the households in Watsonville also contributes to overcrowding. In addition, given the City's growth constraints and the age of the majority of the existing housing stock, maintaining or improving those units is essential in helping to provide adequate housing.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

NA-35 Public Housing – 91.205(b)

Introduction

The Housing Authority of Santa Cruz County (HACSC) administers various housing programs within the incorporated and unincorporated area of the County, which includes the City of Watsonville. In addition to offering Housing Choice Vouchers, the HACSC owns and operates 135 public housing units in Watsonville. The Housing Authority was consulted about housing availability and needs, which was included in this Plan and provided guidance in determining the City's strategies and goals as it relates to affordable housing.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	51	226	4,252	39	3,993	51	77	85

Table 22 - Public Housing by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	12,530	24,517	17,954	14,442	18,172	11,446	15,677	
Average length of stay	0	6	10	7	3	7	0	5	

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project-based	Tenant-based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Household size	0	1	3	2	2	2	1	3
# Homeless at admission	0	12	0	106	3	88	5	3
# of Elderly Program Participants (>62)	0	18	38	882	23	824	15	2
# of Disabled Families	0	14	39	1,160	5	1,048	21	14
# of Families requesting accessibility features	0	51	226	4,252	39	3,993	51	77
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	50	214	4,028	38	3,786	45	73	79

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Black/African American	0	1	5	118	1	109	5	1	2
Asian	0	0	6	57	0	53	0	1	3
American Indian/Alaska Native	0	0	1	45	0	41	1	2	1
Pacific Islander	0	0	0	4	0	4	0	0	0
Other	0	0	0	0	0	0	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	18	167	2,177	8	2,107	7	32	21
Not Hispanic	0	33	59	2,075	31	1,886	44	45	64
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

According to the Housing Authority of Santa Cruz County (HACSC), of the 4,244 Watsonville residents on the waiting list for housing, 286 of those have indicated a need for an accessible unit. At this time, no existing public housing tenant is on a wait list for an accessible unit in Watsonville.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

More affordable housing is needed to accommodate the number people on the waiting list for Watsonville as well as the County as a whole.

How do these needs compare to the housing needs of the population at large

Affordability is the highest factor affecting households in Watsonville as evidenced by the number of households experiencing high housing cost burdens. Almost half of the total households in Watsonville are considered low income with more than half contributing 30% or more of their income towards housing costs.

Discussion

The number of people on the HACSC's waiting list for housing in Watsonville is indicative of the need for more affordable housing. Most of the public housing residents have an annual average income equal to or less than 30% of the AMI. Without the assistance provided by the HACSC, these resident would be contributing more than 30% of their income toward housing costs, contributing to financial instability and increased risk of homelessness.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

This section presents data on homelessness for the Continuum of Care the County of Santa Cruz City that Watsonville is located in. Jurisdiction-specific data is unavailable.

The City of Watsonville is within Santa Cruz County CoC. This data set was obtained from the point-in-time count (physical count of the homeless people encountered county-wide during a one-day period). This data was collected to meet the requirements of HUD, as well as determine the needs of the homeless community in Santa Cruz County so services can be identified and developed. This data was collected on January 31, 2019. At the direction of staff from the Applied Survey Research, approximately 95 volunteers were deployed to physically count the homeless population in Santa Cruz County during the PIT event. The total PIT count was 2,167.

Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	47	94	0	0	0	0
Persons in Households with Only Children	124	3	0	0	0	0
Persons in Households with Only Adults	2,195	217	0	0	0	0
Chronically Homeless Individuals	883	57	0	0	0	0

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Chronically Homeless Families	32	9	0	0	0	0
Veterans	343	50	0	0	0	0
Unaccompanied Child	0	0	0	0	0	0
Persons with HIV	29	5	0	0	0	0

Table 26 - Homeless Needs Assessment

Data Source
Comments:

*This information was collected from the Watsonville/Santa Cruz County CoC Point-in Time count of 1/31/2019 (CA-508)

Indicate if the homeless population is:

Has No Rural Homeless

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Point in Time (PIT) counts have varied in the last few years showing homelessness on the decline in Santa Cruz County. The PIT count in 2015 showed the homeless population at 1,964 or 14% of the County's population while the 2017 pit count shows 2,249 as homeless. In the last few years these rates have shown a decrease, including the tally of the most recently performed and completed PIT count of 2019. The City of Watsonville does not currently have the tools in place that would estimate the number of days people experience homelessness within the confines of the City.

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
Ethnicity:	Sheltered:	Unsheltered (optional)
Hispanic	0	0
Not Hispanic	0	0

Data Source

Comments:

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

It is estimated that on any given night, Santa Cruz County has a chronically homeless population of approximately 403 persons. Of those, 49 were living in families. In 2019, there were 354 chronically homeless single individuals, a 46% decrease from 525 chronically homeless individuals enumerated in 2017. The available reports do not break down the family information of veterans but show that on any given night, 151 veterans are homeless in Santa Cruz County

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

Compared to the overall county population, there were fewer homeless individuals who identified as Hispanic/Latino, and more who identified as Blacks/African Americans. The percentage of White/Caucasian was nearly the same in the survey population as in the overall County population. 66% of homeless survey respondents identified their racial/ethnic group as White/Caucasian. 30% of homeless survey respondents were Hispanic/Latino. 9% of homeless survey respondents were Black/African American. In South County (Watsonville) the Hispanic/Latino count while not broken out would have a higher percentage.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

As stated before a total of 2,167 homeless individuals were counted in the 2015 Homeless Census. Between 2011-2015, the total number of homeless individuals enumerated during the homeless census decreased 4% from 2,771 to 2,167. The number of unsheltered persons decreased by 78% between

2011-2015 while the number of sheltered persons decreased by 22% since 2011. In 2017, 80% of the population (2,249 individuals) was unsheltered. This included the individuals counted on the streets, as well as the number of people estimated to be living in the occupied cars, vans, RVs, encampments, and abandoned buildings that were counted by enumeration team. Nearly one-quarter (20%) were sheltered (450 individuals). This number included individuals who were occupying emergency shelters (including domestic violence shelters) and transitional housing facilities, or using vouchers to stay in motels or hotels.

Discussion:

The General trend of the Point In Time (PIT) count show that Santa Cruz County went from 2,771 homeless with 9% unemployment rate to an increase in 2015 with 3,536, homeless with the unemployment rate dropping by 1% to 8%. This trend changed with the 2013 PIT count whereas the homeless rate dropped to 2,265 yet the unemployment rate increased to 13%. In 2017 the PIT count showed homelessness at 2,249 (very close to the 2013 count) and unemployment decreased from 4.7% to 3.6%. The most recent count that we have all the data reported on shows 2019 with a decrease of homelessness to 2,167 but the unemployment rates increased to 6.5% up from 3.6% in 2017.

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NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

The special needs population consists of persons who are not homeless but for various reasons, require supportive

housing. This includes the elderly and frail elderly; persons with mental, physical, and/or developmental disabilities; persons with alcohol or drug addiction; persons with HIV/AIDS and their families; and victims of domestic violence, dating violence, sexual assault and stalking. Given the high cost of housing in Watsonville and the surrounding areas, obtaining affordable housing for these special needs populations is very challenging.

The Homeless Action Partnership (HAP), of which the City of Watsonville is a member, is a broad-based, community-wide action team, which has met every two months since 1996 to implement a Continuum of Care (CoC) strategy for resolving homelessness. The HAP's vision is that all Santa Cruz County residents will have the stable housing and appropriate services they need to live in dignity and reach their highest potential. Its mission is to develop and implement a coordinated system of housing and services for preventing and ending homelessness in Santa Cruz County.

The CoC strategy organizes and delivers housing and services to meet the specific needs of homeless people as they move from the streets to stable housing and maximize self-sufficiency. The CoC strategy also includes housing and services for a variety of homeless subgroups, including families, chronically homeless, seriously mentally ill, chronic substances abusers, veterans, persons with HIV/AIDS, victims of domestic violence, and unaccompanied youth. Over the years, Santa Cruz County agencies, non-profits and faith groups have developed a considerable array of services to help overcome the homelessness crisis we are currently experiencing and meet other related needs including outreach programs, informational and referral tools, basic need services, mental health and substance abuse treatment, job training and placement, mainstream benefits assistance, family and childcare services, educational supports and more. Specific efforts to reducing people from becoming homeless includes transforming the crises response system by a coordinated entry system implemented to improve access to housing and services for all populations, increased prevention and diversion resources to reduce the number of households falling into homelessness and interim housing returned to its original emergency purpose.

Certain groups may have more difficulty finding housing and may require more specialized services or assistance. Due to their special circumstances, they are more likely to be low-income. These groups include the following:

- Elderly persons, including frail elderly
- Persons with disabilities
- Large Households
- Female-headed households

- Homeless persons
- Victims of domestic violence
- Farmworkers

While a few providers have offices in Watsonville, most are located in the City of Santa Cruz or in unincorporated areas of the County. A regional online and telephone referral service called 2-1-1 offers a comprehensive listing of countywide services.

Describe the characteristics of special needs populations in your community:

*See NA-45 Non-Homeless Special Needs Assessment Text Attachment

What are the housing and supportive service needs of these populations and how are these needs determined?

Housing and supportive services needs for each special needs population are discussed in the previous section. Local needs are determined by local Point In Time Counts (PIT), County of Santa Cruz Mental Health Teams, local faith based agencies, our soup kitchen and food pantries, local shelters and other agencies in our community.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

The City of Watsonville is not a recipient of Housing Opportunities for People with AIDS (HOPWA) funding.

According to the California Department of Public Health Office of AIDS, there were 522 persons living with HIV and 433 persons in care in Santa Cruz County as of December 2018. The county level is the lowest level at which data was available. The Census Bureau estimates the City of Watsonville's 2019 population at 53,856, or 19.7% of the County of Santa Cruz's 273,213 population estimate for the same period.

Statewide, persons with HIV/AIDS tend to be overwhelmingly male at 87%. Whites at 38% and Hispanic/Latinx at 37% have the highest incidence. About 47% are adults between the ages of 20 and 49.

Discussion:

City of Watsonville residents with special needs include, but are not limited to, the elderly, frail elderly, severe mentally ill, developmentally disabled, persons with alcohol and other drug addictions, persons with HIV/AIDS and victims of domestic violence. Challenges that these special needs populations face

include low income and high housing cost. This segment of the population also struggles for a decent quality of life that includes basic necessities, adequate food and clothing and medical care.

The City of Watsonville provides funding for social service and community service grants, along with other public and private resources, to address the needs of these populations in the City.

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

The City of Watsonville is in need of a number of new or upgraded public facilities. These needs include:

- Improvements to the existing tree canopy.
- Improvements to recreational amenities.
- An additional fire station to reduce response time.
- Improvements to aging water and sewer lines
- Public Restrooms

How were these needs determined?

Over the past several years, the needs of the community have been discussed at a number of community meetings, commission meetings and City Council Meetings. The list above represents the needs the community is asking to have addressed as well as needs based upon new requirements handed down by the State of California and Federal Government Agencies. Additionally, some of these items are contemplated as part of the City's Capital Improvement Plan which is vetted annually by City Council as well as by city staff.

Describe the jurisdiction's need for Public Improvements:

- Upgrades to the water treatment infrastructure to deal with a higher than allowed Chromium 6 concentration that naturally occurs in our water sources.
- Improved access to broadband and other telecommunications services.
- Infrastructure and flood control improvements on City's last remaining opportunity site
- Improvements to Downtown to improve walkability, transit access and economics.
- Improvements to parking management systems.
- Various roadway/transportation improvements to improve safety, walkability and access.
- Improvements to storm water systems to reduce pollution as required by the Clean Water Act.
- Enforcement of standards in commercial and residential structures and surrounding areas.
- Improvements to aging water and sewer lines

How were these needs determined?

Over the past several years, the needs of the community have been discussed at a number of community meetings, commission meetings and City Council Meetings. The list above represents the needs the community is asking to have addressed as well as needs based upon new requirements handed down by the State of California and Federal Government Agencies. Additionally, some of these

items are contemplated as part of the City's Capital Improvement Plan which is vetted annually by City Council as well as by city staff.

Describe the jurisdiction's need for Public Services:

The City of Watsonville is currently limited by poor fiscal health. A number of City Services could be increased or improved. The following list is top level needs but is not comprehensive:

- Development Services Improvements
- Improved access to public trash/recycling receptacles
- Enforcement of standards in commercial and residential structures and surrounding areas.
- Sports and Recreation classes and programs
- Environmental education
- Nature education
- More coordination of workforce training

How were these needs determined?

Over the past several years, the needs of the community have been discussed at a number of community meetings, commission meetings and City Council Meetings. The list above represents the needs the community is asking to have addressed as well as needs based upon new requirements handed down by the State of California and Federal Government Agencies. Additionally, some of these items are contemplated as part of the City's Capital Improvement Plan which is vetted annually by City Council as well as by city staff.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The housing market in the City of Watsonville suffered a substantial downturn due to the worldwide recession and financial system collapse that occurred in late 2008. The market price for “for sale” housing dropped by over 30% and in some cases that were mostly concentrated in the newest homes in town, the losses exceeded 50%. As one might expect, this resulted in a halt to any development of new homes for over 7 years. Somewhat surprisingly, rents did not see a corresponding magnitude in price reduction, as demand for rental units continued to be high throughout the economic downturn that followed. This can be attributed to the strong demand for housing that results from a large farm worker population and due to Watsonville’s proximity to less hard hit areas such as Silicon Valley.

As the economy has recovered many of these losses have been recouped, and prices have returned to just slightly lower than pre-crash numbers. At the same time, demand for rental housing has also increased and there has been a corresponding increase in rents. Again, this current high demand is the result of a stable community of low income farm workers plus pressure from surrounding areas that have the highest housing prices in the country. These adjacent areas also severely limit the ability to build new housing, which further exacerbates the problems of having high housing cost and in an area with a number of low wage and seasonal jobs.

As the economy has improved and demand for housing has increased, Watsonville has seen an increase in applications to develop new housing. However, most of the new housing proposed does not include a large increase in units that will be affordable to most of Watsonville’s existing residents. Proposals for new multi-family units have primarily been market rate projects. Proposals for detached single family houses will include inclusionary low income housing as required by City Ordinance.

Data regarding the condition of existing housing, including inventory of housing available to persons with special needs, is not available except as already provided and discussed in other Plan sections related to housing needs, public housing, homelessness, and housing market analysis.

There are a number of factors that can impact development such as market conditions, environmental/physical constraints, government codes, and budgetary limitations. Watsonville is located in a very high cost of housing area, which makes it challenging in addressing the housing needs of the community. The high cost of housing is directly attributable to the artificial limits on housing growth that are placed on the City by the County and State. The City continues to seek opportunities to address its housing needs through infill strategies and a proposed Expanded Urban Service Line that could potentially allow annexation of additional buildable land to the City limits.

The City of Watsonville has a limited number of facilities that operate in the City of Watsonville and offer housing/shelter service including the Interfaith Satellite/Winter Shelter, the Pájaro Valley Shelter Services and the Salvation Army Complex.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

The City has a total of 14,216 housing units with approximately 39.6% of the units occupied by owners and 60.4% by renters. Most of the units are single family structures (54.8%) followed by multi-family buildings containing 3 or 4 units (10.3%). The remaining 8% are comprised of other types of units such as mobile homes, recreational vehicles, etc.

Because of certain geographic constraints and policy decisions, the majority of new housing will consist of mainly infill projects within existing neighborhoods. Any new for sale developments will be required to provide a percentage of the housing available for purchase by low to above moderate income households through the City's Inclusionary Housing Program. These household incomes are lower than Federal and State limits as

Over the next five years, the City will continue to work with developers to provide new rental housing affordable to low income households by offering financial as well as non-financial incentives in exchange for affordability covenants. Despite the loss of redevelopment funds and other limited financial resources, the number of new affordable rental units (approximately 125) is expected to be much higher than in previous years.

they are based on 70% of the area median income adjusted for household size.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	8,075	55%
1-unit, attached structure	1,035	7%
2-4 units	2,150	15%
5-19 units	1,580	11%
20 or more units	990	7%
Mobile Home, boat, RV, van, etc	915	6%
Total	14,745	100%

Table 27 – Residential Properties by Unit Number

Data Source: 2011-2015 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	35	1%	595	7%
1 bedroom	30	1%	1,425	17%
2 bedrooms	1,510	27%	3,675	43%
3 or more bedrooms	4,055	72%	2,890	34%
Total	5,630	101%	8,585	101%

Table 28 – Unit Size by Tenure

Data Source: 2011-2015 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

In addition to the public housing complexes located in the City of Watsonville, there are 12 other affordable apartment complexes with a total of 740 units. Of these units, 675 are available to renters with household incomes at or below 80% of the area median income (AMI) limit and 23 are available to moderate (120% of AMI) income renters.

Over 200 properties, either owned and occupied or rented to households at or below 80% of the AMI, have been assisted through the City's Housing Rehabilitation Program over the last 10 years. These properties consist of a mix of single family detached and multi-family buildings (containing up to no more than 4 units). Currently, 28 of the rental units that were assisted are restricted to households with incomes at or below 80% of the AMI. One of the properties, containing 25 mobile home sites, is restricted to owner occupants with income at or below 80% of AMI (low-income).

All of the apartment complexes are available for occupancy by a variety of households. However, one of the multi-family buildings (4 units) assisted through the City's Housing Rehabilitation Program is reserved to assist the elderly and disabled persons with incomes at or below 50% of the area median income limit.

The City also operates an Inclusionary Housing Program that provides housing for purchase by very low to above moderate income households and a First Time Homebuyer Program (FTHB) that provides low interest loans to low-income ($\leq 80\%$ of AMI) individuals. To date, the City has provided over 500 FTHB loans and has 250 units available for purchase through its Inclusionary Housing Program as follows: 5 Low Income, 86 Median Income, 56 Median Income and 103 Above Moderate Income. The income limits used by the City's Inclusionary Housing Program is calculated at 70% of the AMI and, therefore, lower than the income limits used for Federal and State Programs.

The City was last awarded a \$700,000 grant in 2011 from the State of California Housing and Community Development Department for its First Time Homebuyer Program. This Program provides deferred “silent second” mortgage loans to low-income homebuyers to make it more affordable to purchase a home in the City limits. Currently, the City has no active grants, but has over \$450,000 in program income that is available for future HOME eligible activities. The City will seek additional grant funding as resources permit.

In 2007, the City was awarded a \$600,000 grant by the State of California Housing and Community Development Department for its Owner-Occupied Housing Rehabilitation Program and another \$400,000 grant in 2010. An additional \$600,000 grant was awarded in 2011 for the City’s First Time Homebuyer Program. These Programs provide deferred mortgage loans to low income homebuyers to purchase a home or low-income homeowners to repair the home they own and occupy.

The City’s Inclusionary Housing Ordinance, which was adopted in 1991 and updated in 2001, requires developers to sell or rent a percentage of new housing units to low and moderate income households at an affordable price or pay an in-lieu fee. Only rental developments that receive some form of subsidy are subject to the Ordinance. These funds are used to help support affordable housing through development, acquisition, rehabilitation, and preservation of new and existing units.

These programs were also utilized to achieve these accomplishments. Some of these funding sources are no longer available or have diminished considerably. As a result, our goals may be lower than in the past. CDBG also provided some assistance to the rehabilitation activities noted above.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

Only two units assisted through the City’s Housing Rehabilitation Program are expected to be lost during this consolidated plan period due to expiration of their affordability restrictions.

Does the availability of housing units meet the needs of the population?

The vacancy rate for the City of Watsonville, according to the 2010 U.S. Census, is 0.9%, with the rate for rental units twice that of owner occupied units. Between 2000 and 2011, the population of Watsonville has increased 10%, with an 18% increase in the number of households per the data provided by the U.S. Census Bureau.

The population/household increase and the low vacancy rate, suggests that there is a need for additional housing units to meet current as well as future population growth.

Describe the need for specific types of housing:

Affordability is the highest factor affecting households in Watsonville as evidenced by the number of households experiencing high housing cost burdens. Watsonville has a severe housing need across the board, including seniors, those with disabilities, single-parent households, homeless. While housing is needed for all types of low income households, the greatest need is for housing that is affordable to extremely low income households, particularly families.

Discussion

Increasing the supply of housing and preserving existing housing, especially affordable housing, to meet the current and future needs of Watsonville is an important goal of the City. The City operates a variety of programs that provide financial as well as non-financial assistance to individuals as well as developers, social service agencies, public housing agency, landlords, etc. in the furtherance of this goal.

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

Over the last ten years, home values and rents have risen substantially. The median home value has more than doubled the median rent making it more costly to purchase than rent in Watonsville. In 2010, the number of renters and homeowners were fairly even, 52.6% and 47.4% respectively. Although the number of occupied units increased from 13,805 to 14,455 (a gain of 650 units) from 2010 to 2018, the majority of these units is occupied by renters. 442 owner occupied units were lost, while the number of rental units increased by 1,092.

Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	497,600	337,000	(32%)
Median Contract Rent	925	1,133	22%

Table 29 – Cost of Housing

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	1,289	15.0%
\$500-999	2,080	24.2%
\$1,000-1,499	3,365	39.2%
\$1,500-1,999	1,300	15.1%
\$2,000 or more	550	6.4%
Total	8,584	100.0%

Table 30 - Rent Paid

Data Source: 2011-2015 ACS

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	1,135	No Data
50% HAMFI	2,700	420
80% HAMFI	5,930	1,250
100% HAMFI	No Data	1,990
Total	9,765	3,660

Table 31 – Housing Affordability

Data Source Comments:

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	976	1,180	1,597	2,058	2,296
High HOME Rent	1,021	1,168	1,403	1,613	1,780
Low HOME Rent	852	913	1,097	1,266	1,414

Table 32 – Monthly Rent

Data Source Comments:

Is there sufficient housing for households at all income levels?

According to the 2011-2015 CHAS, there are 11,270 households with incomes at or below 80% of AMI, but only 1,670 units affordable at this income level. At the extremely low income level (0-30% of AMI), only 1,135 units are affordable for 2,995 renters (no unit information was not available for homeowners). The number of units (8,630) affordable to renters (3,400) at the other income levels exceeded the number of renters (unit information was not available for renters in the 100% HAMFI income category). However, the same is not true for owners; in this case, the number of owners (5,420) exceeded the number of units (3,660) affordable at the other income levels.

While there appears to be a shortage of affordable units for all households at or below 80% of AMI, rental housing for households at the extremely low income level and ownership units at all income levels are especially needed.

How is affordability of housing likely to change considering changes to home values and/or rents?

The median home value has risen 88% from 2000-2011, while the increase in rents was a little less than half that amount. After the market downturn in 2007-2008, many homeowners sold their homes for a loss or lost their homes to foreclosures and became renters. This downturn resulted in a significant drop in home values, making the homes more affordable to purchase. Unfortunately, many would-be home buyers lost out to investors and the availability of homeownership units became limited. The demand combined with the limited supply for ownership units has resulted in an increase in home values, making homeownership even less affordable.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The median contract rent listed for Watsonville as of 2019 is \$1,544, which is comparable to the current Fair Market Rent (FMR) for efficiency units and lower than the FMR for the 1-4 bedroom units or High Home Rents for all unit types. The percentage of renters paying more than the median rent is slightly lower than those paying less than the median rent.

The discrepancy between the numbers of rental units affordable to extremely low versus those at the other income limits, suggests that more needs to be done to provide affordable rental units for extremely low income households.

Discussion

Managing housing costs is challenging for most households, but especially challenging for those earning less than 30% of AMI. Making housing more affordable in Watsonville is an important goal as evidenced by the implementation of the City's Inclusionary Housing Ordinance in 1991, which was updated in 2001, and other Programs that support individuals, developers, and others who provide affordable housing and supportive services. However, given the financial constraints due to the loss of Redevelopment funds, the City's ability to meet the affordable housing needs of the community continues to be a challenge.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

Over 60% of the total housing units in Watsonville are 35 years or older. These units are occupied by 85% of the total households in Watsonville. In addition, 63% of the households occupy a unit that was built before 1980, which may contain lead based paint and, if not maintained properly, could pose a threat to the occupants of the unit, especially children under the age of 6.

Definitions

Substandard Housing as defined in the City's current Housing Element is housing which does not meet the minimum standards contained in the State Housing Code in that it does not provide adequate shelter and endangers the health, safety or well-being of occupants.

Substandard but suitable for rehabilitation are units that are structurally sound and the cost of rehabilitation is considered economically warranted in that it does not exceed the after-rehabilitation value of the property.

Substandard but suitable for reconstruction, which is also considered rehabilitation, is any unit which is structurally unsound and the cost of rehabilitation is infeasible in that it would exceed the cost for a newly constructed unit as well as the after-rehabilitation value of the property.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	2,020	36%	5,260	61%
With two selected Conditions	160	3%	1,560	18%
With three selected Conditions	0	0%	30	0%
With four selected Conditions	20	0%	0	0%
No selected Conditions	3,435	61%	1,735	20%
Total	5,635	100%	8,585	99%

Table 33 - Condition of Units

Data Source: 2011-2015 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	1,135	20%	900	10%
1980-1999	1,085	19%	2,180	25%

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
1950-1979	2,295	41%	3,755	44%
Before 1950	1,115	20%	1,750	20%
Total	5,630	100%	8,585	99%

Table 34 – Year Unit Built

Data Source: 2011-2015 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	3,410	61%	5,505	64%
Housing units built before 1980 with children present				

Table 35 – Risk of Lead-Based Paint

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

Table 36 - Vacant Units

Data Source: 2005-2009 CHAS

Need for Owner and Rental Rehabilitation

Watsonville has a significant stock of older homes with 85% (38% owner occupied and 47% rental) of the households occupying units that were built over 35 years ago. As a general rule, structures older than 30 years begin showing signs of deterioration and if not maintained properly will require rehabilitation. Data on the number of vacant units suitable or not suitable for rehabilitation is not available. This would require inspections of the units, which would not be performed unless an application for rehabilitation or complaint is received.

The high cost of homeownership in Watsonville results in limited financial resources available for owners to properly maintain their units as evidenced by the number households experiencing one or more housing problems. In addition, the high cost of housing, low rents, and number of renters experiencing one or more housing problems would suggest that landlords are also experiencing difficulty finding adequate resources to maintain their units.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Lead based paint (LBP) is presumed in any housing unit built before 1978 unless tested to prove otherwise. Title X of the federal regulations states that a lead-based paint hazard is “any condition that causes exposure to lead from lead-contaminated dust; bare, lead contaminated soil; or lead-based paint that is deteriorated or intact lead-based paint present on accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects.” Thus, under this definition, intact lead-based paint on most walls and ceilings is not considered a “hazard,” although the condition of the paint should be monitored and maintained to ensure that it does not become deteriorated. While most efforts to reduce lead hazards in housing will now be aimed at controlling lead based paint hazards as defined by Title X, Federal law makes one notable exception: in public and Indian housing, all lead-based paint must be abated when the housing is modernized.

Approximately 63% of the households in Watsonville occupy a housing unit that was built prior to 1979. It would be difficult to determine how many of these units contain LBP hazards without further information and testing.

Discussion

Like any tangible asset, housing is subject to deterioration and, If not properly and regularly maintained, can discourage investment, depress property values and impact the quality of life.

Maintaining and improving the quality of housing is an important goal for Watsonville. In addition to a Housing Rehabilitation Program, the City has an active Code Enforcement Program.

Homeowners who occupy their home and make less than 80% of AMI or rent to households that earn less than 80% of AMI are eligible for assistance through the Housing Rehabilitation Program. Rental units assisted through the Program are restricted from 5-20 years, for occupancy by households earning less than 80% of AMI and at an affordable rent set by the City. In addition, all units rehabilitated through the Program are tested for LBP and any hazards are abated.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

The Housing Authority of Santa Cruz County (HACSC) operates 8 public housing complexes and housing choice voucher (formerly Section 8) and Mortgage Credit Certificate Programs in Watsonville. HACSC has its own policies and procedures for inspections and maintenance of units they own or that are occupied by voucher users.

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	51	234	3,986	42	3,944	103	1,067	885
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 37 – Total Number of Units by Program Type

Data PIC (PIH Information Center)
Source:

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

There 8 public housing developments in the City of Watsonville for a total of 135 units, 9 of which are wheelchair accessible. Currently, the HACSC does not have any project based vouchers in the City of Watsonville. However, as a result of their 2013 Project Based Voucher RFP, they have agreed to project base 11 units at the proposed Pippen Apartment Development in Watsonville. Of those 11 units, 6 units will be designated for persons with developmental disabilities.

All of the units are in good condition with a HUD inspection score of 91%. HUD considers all units as one single project and provides a rating for the entire program rather than individual scores for each development.

Public Housing Condition

Public Housing Development	Average Inspection Score
100-146 Seneca Court	N/A
225-239 Crestview Drive	N/A
308 Clifford Avenue	N/A
310-314 Clifford Avenue	N/A
320-326 Clifford Ave., and 179-195 Montebello Drive	N/A
50 Arista Court	N/A
55 Arista Lane	N/A

Table 38 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

Units are rehabilitated upon turnover or as needed and are in good condition as evidenced by the HUD inspection score previously listed.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

Interior and exterior improvements are completed utilizing the Agency's capital funds. Over the past few years, energy efficiency improvements such as replacement of single pane with double pane windows and low flow toilets have been completed. In addition, all damaged siding and trim were replaced on all of the buildings and new landscaping, including irrigation, was installed at many of the complexes.

Units are completely rehabilitated upon turnover including but not limited to new flooring and energy efficient appliances and lighting and plumbing fixtures.

Discussion:

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

Various organizations in Santa Cruz County provide housing facilities and services to homeless individuals. Housing facilities available to the homeless individual include emergency shelters, transitional housing, safe havens, help with utility bills and permanent supportive housing opportunities. Support services for homeless individuals include outreach and engagement, housing location assistance, health care services, job education and training, substance abuse services, legal assistance, veteran services, childcare, domestic violence support mental health and food banks.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	137	0	140	161	0
Households with Only Adults	199	28	116	132	0
Chronically Homeless Households	105	100	0	128	0
Veterans	12	0	0	230	0
Unaccompanied Youth	0	0	17	0	0

Table 39 - Facilities and Housing Targeted to Homeless Households

Data Source
Comments:

The above information was obtained from the 2013 homeless point in time (PIT) and the HUD's 2014 Continuum of Care Homeless Assistance Programs Housing Inventory Count. Watsonville numbers are included in the Santa Cruz County counts.

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

Santa Cruz County has full range of mainstream employment services and benefits, e.g., CalWORKS, Medi-Cal, Supplemental Security Income (SSI), Cal Fresh (Food Stamps), veterans' benefits, benefits assistance, employment counseling, child care, and food and nutrition) delivered within all shelter and housing programs; referrals to in- and out-patient recovery programs; and specialized services for unique subpopulations, such as victims of domestic violence, emancipating foster youth, veterans, persons with HIV/AIDS and more. In 2019 37% of homeless people reported not receiving government assistance, 10% had SSI, 10% had CalWORKS, 44% had food stamps, and 9% Social Security.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

Over the years, Santa Cruz County agencies, nonprofits, and faith groups have developed a considerable array of services to help overcome the homelessness crisis and meet other related needs, including outreach programs, information and referral tools, basic need services, mental health and substance abuse treatment, job training and placement, mainstream benefits assistance, family and childcare services, educational supports, and more. Some of these programs are not directly part of a shelter or housing program, such as the Homeless Persons Health Project (health outreach and services), Daytime Essential Services Center (daytime shelter, basic needs, and service linkages), the Homeless Garden Project (employment), the Shelter Project (basic needs assistance), Students in Transition program (educational services for children experiencing homelessness), and food programs. These bring critical services directly to people experiencing homelessness, but many are located in the City of Santa Cruz. Reducing and eventually ending homelessness will require increased outreach and services to underserved areas with large homeless populations, such as Watsonville.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

There are certain segments of the population with special needs that may have difficulties in finding community social service facilities as well as special supportive and housing services due to their special needs. The "special needs" groups include the elderly and frail elderly, persons with severe mental illness, persons with physical and/or developmental disabilities, persons with alcohol or other drug addiction, and because of the make-up of our area as an agricultural community a majority of our homeless are farm-workers.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

The elderly, including the frail elderly, need access to facilities or programs that ensure safe, decent, affordable housing. Many elderly are on a fixed-income which impacts their ability to retrofit housing as the need for better accessibility increases. Likewise when the elderly are no longer able to care for themselves the need for in-home care or residential facilities for them becomes crucial. Over the next several years the vanguard of the "Baby Boomers" will begin to hit retirement age and their incomes will level since they will be past the peak earning years as a generation. Health care and supportive services will gradually become a larger concern as they get older, which will impact the system in a more dramatic fashion since they are the largest cohort to reach retirement age in US history.

As with the elderly, persons with mental, physical, and developmental disabilities also need access to facilities or programs that ensure safe, decent, affordable housing. The impacts for this group are different than those of the elderly because children and young adults are represented in this population. The length of time that they need supportive housing is generally much longer.

Public housing, primarily through the Veterans Assistance and Supportive Housing (VASH) Program offers housing vouchers with wrap around supportive services in conjunction with the Veterans Administration (VA) for former members of the armed services that need assistance. Former Service members are unfortunately more likely to become homeless than the population as a whole and suffer from very specific service-related disabilities and as such have very specific special needs. As documented in the previous sections, alcohol or drug addiction supportive services are needed to provide a safe environment for those afflicted in order for them to become sober and clean.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

Persons with special needs such as the elderly and those with disabilities must also have access to housing in or community. The City of Watsonville is part of the Watsonville/Santa Cruz County Continuum of Care (CoC). Participating agencies include: Monarch Services/Defensa de Mujeres, Homeless Service Center, Pájaro Valley Rescue Mission, Pájaro Valley Shelter Services, Families in Transition, Santa Cruz Aids Project and the Santa Cruz Community Counselling Center.

Other available community resources for people returning from mental and physical health institutions are The Santa Cruz County Mental Health Team with services that include Coordinated Care Treatment Teams for Older Adults Team (60 and above with a complex medical condition) and Services are focused on older adults with a major mental illness and complex medical conditions who are in need of case management and medication services. They offer a Recovery Team (26 and above) that provides coordinated care to individuals with chronic mental illnesses with severe functional impairments, a South County Adult (SCA) Team that provides coordinated care to mental health patients living in Watsonville and the southern areas of Santa Cruz County who are in need of case management, medication services and therapy, and a Transition Age Youth (TAY) Team (Youth 18-25) that will coordinate care to young adults with a major mental illness who are in need case management, medication services, therapy as well as vocational and educational supports.

The Homeless Persons Health Project (HHP) provides services throughout Santa Cruz County to homeless or marginally housed youth, adults, and families with children.

The Recuperative Care Center (RCC) is operated through a partnership between HSC and the County Homeless Persons' Health Project (HHP), with the support and investment of Dominican Hospital/Dignity Health, Watsonville Community Hospital, Central California Alliance for Health, Hospice of Santa Cruz, the County Health Services Agency, and the Health Improvement Partnership.

This program serves up to 12 homeless adults, providing 24-hour shelter with meals, housekeeping, security, and onsite case management provided by HSC in combination with primary care, including medication management support, clinical social work and case management, provided by HHP. RCC is not a licensed care facility, but instead combines 24-hour shelter with care and services tailored to meet the needs of homeless adults.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

A portion of the CDBG funds are directed to Low-income Housing via the City of Watsonville's Housing Rehabilitation program focusing on both renters and owners.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

Funds have been used by removing architectural barriers for the disabled in City of Watsonville facilities such as Ramsay Park Family Center and the Watsonville Senior Center. As part of our Continuum of Care (CoC) affiliation partners such as Families in Transition, The Homeless Services Center, Pajaro Valley Shelter Services, Community Action Board/Shelter Project and Community Technology Alliance (our coordinated entry HMIS Lead) we continue working towards making it easier for our special needs residents to better function in our community.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

There are a number of factors that can impact development such as market conditions, environmental/physical constraints, government codes, and budgetary limitations. Watsonville is located in a very high cost of housing area, which makes it challenging in addressing the housing needs of the community.

Development costs vary depending on the type of development, cost of land, labor costs and environmental conditions. Costs associated with development are often reflected in the purchase price and rents. Watsonville has environmental and physical constraints in that it is surrounded by wetlands, sloughs, the Pajaro River and agricultural fields that affect both the cost and feasibility of development within the existing City limits. Geologic and flood hazards and the cost to mitigate those hazards affect the suitability of available land and cost to develop. The limited availability of land is caused by County actions; however, we continue to seek opportunities to address needs by utilizing infill strategies. In addition to exploring potential updates to the City's infill policies in order to allow higher densities in transit corridors, the City is proposing an Expanded Urban Service Line in its 2030 General Plan. If the Plan is approved, it could potentially allow annexation of additional buildable land to the City limits.

Government regulations and policies such as zoning, development standards, permit procedures and fees, and code requirements not only impact price, but also the ability to maintain, develop and improve housing. Development imposes short term costs, which include planning services and inspections, while also resulting in significant long term costs to maintain and improve the City's infrastructure and ability to provide other services such as police and fire.

In addition, the availability of mortgage financing affects a person's ability to purchase or improve a home. Most low income borrowers and homeowners lack the resources to purchase or improve existing housing and need assistance.

Budgetary issues at the local, state and national levels and Proposition 13 have limited the funding available to address local housing and infrastructure needs and supportive services. The elimination of local Redevelopment Agencies in February 2012 by the State of California resulted in the loss of a crucial resource for the development and preservation of affordable housing. All of these constraints can result in increased prices and overcrowding.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

Watsonville's economy continues to improve after the massive downturn in 2008 and despite the COVID-19 pandemic, there has been an increase in jobs, an increase in employment and several new companies have located here. We are still lacking critical infrastructure required to be competitive for many jobs that could be attracted. Broadband, transportation and workforce all are in need of critical upgrades. While Watsonville is home to many highly skilled jobs and has a suitable workforce, the agricultural nature of the community and surrounding region results in a large unskilled workforce, with an outsized portion of the working age population lacking in basic education. The city's workforce also is lacking in "middle skill" employees in spite of a growing number of middle skill employment opportunities.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	3,280	4,749	18	26	8
Arts, Entertainment, Accommodations	2,449	1,322	14	7	-7
Construction	1,069	720	6	4	-2
Education and Health Care Services	3,036	3,184	17	17	0
Finance, Insurance, and Real Estate	636	682	4	4	0
Information	201	146	1	1	0
Manufacturing	1,563	2,002	9	11	2
Other Services	697	457	4	2	-2
Professional, Scientific, Management Services	1,074	1,371	6	7	1
Public Administration	0	0	0	0	0
Retail Trade	2,414	2,166	14	12	-2
Transportation and Warehousing	414	367	2	2	0
Wholesale Trade	942	1,319	5	7	2
Total	17,775	18,485	--	--	--

Table 40 - Business Activity

Data 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)
Source:

Labor Force

Total Population in the Civilian Labor Force	25,210
Civilian Employed Population 16 years and over	22,920
Unemployment Rate	9.12
Unemployment Rate for Ages 16-24	25.00
Unemployment Rate for Ages 25-65	5.26

Table 41 - Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	2,495
Farming, fisheries and forestry occupations	2,170
Service	3,000
Sales and office	4,695
Construction, extraction, maintenance and repair	5,790
Production, transportation and material moving	1,415

Table 42 – Occupations by Sector

Data Source: 2011-2015 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	14,160	65%
30-59 Minutes	6,645	31%
60 or More Minutes	940	4%
Total	21,745	100%

Table 43 - Travel Time

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	7,400	500	2,690
High school graduate (includes equivalency)	4,385	320	985
Some college or Associate's degree	4,785	325	1,360
Bachelor's degree or higher	1,875	180	270

Table 44 - Educational Attainment by Employment Status

Data Source: 2011-2015 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	570	1,375	2,020	3,755	2,055
9th to 12th grade, no diploma	1,045	1,215	1,125	1,100	455
High school graduate, GED, or alternative	2,140	2,025	1,600	2,060	975
Some college, no degree	2,335	1,370	1,415	2,120	515
Associate's degree	250	700	345	515	215
Bachelor's degree	270	460	450	810	425
Graduate or professional degree	15	105	215	290	240

Table 45 - Educational Attainment by Age

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	19,088
High school graduate (includes equivalency)	22,104
Some college or Associate's degree	31,772
Bachelor's degree	46,689
Graduate or professional degree	67,622

Table 46 – Median Earnings in the Past 12 Months

Data Source: 2011-2015 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Watsonville is home to at least 17 national and international company headquarters. Due to Watsonville's location in one of the most fertile coastal valley plains, there is a significant sector of employment that is centered around agriculture and food production. While this sector is an important part of Watsonville's employment picture, the number of well-paying jobs in low skill and moderately skilled labor has been shrinking since the passage of NAFTA. These jobs have been largely replaced by manufacturing in lifestyle industries such as bicycling and motor sports, fabrication of farm and food processing equipment, and in sales and marketing positions in a number of areas including food. Unfortunately, many of the jobs that have replaced the canning, sorting and food processing jobs are much higher skilled than the jobs that are no longer available. Other important sectors included natural food supplements, machining and fabrication, lifestyle manufacturing and sales and marketing.

Companies such as Driscolls, Martinelli's, Superior Foods, Fox Racing Shox, West Marine, Nordic Naturals and Whole Foods hire a significant number of skilled employees. These jobs range from factory work to jobs requiring advanced degrees in engineering, industrial design, sales, business and life sciences.

Describe the workforce and infrastructure needs of the business community:

Watsonville, like many communities, is missing key infrastructure and workforce components. Due to the high cost of housing and other economic factors, it is very difficult to import highly skilled workers in various industries. For instance, Fox Racing (Watsonville's largest private employer) reports that hiring key engineering and automotive experts requires moving people from low cost states such as Michigan, Ohio and Indiana to an area where housing prices are least affordable for a small metropolitan area. This is not unique to just one company. Furthermore, many companies in Watsonville report that mid-skilled workers who have command of basic computer and math skills are difficult to locate. Higher skilled workers and professional workers are available from adjacent areas such as Silicon Valley with similar cost of living issues, however certain specialty skills still must be imported and the cost of housing is a key detractor in hiring.

The infrastructure components missing in Watsonville include a significant need for additional fiber optic network expansion. Currently, Watsonville is served by only two pairs of fiber and some wireless connections. This makes it nearly impossible for Watsonville to attract any high tech or information intensive users. The City of Watsonville has partnered with the Central Coast Broadband Coalition in an effort to bring backbone infrastructure to Watsonville and a project is underway that should make significant inroads. However, Watsonville still lacks middle and last mile broadband infrastructure.

Watsonville also has some expensive upgrades to existing infrastructure that will need to be completed over the coming years. Due to the Chromium 6 concentration that naturally occurs in our City's wells, a new system that can remove most of the Chromium needs to be purchased. The City also has

improvements that are needed to improve walkability and bicycle friendliness throughout out street network. We also need better and more efficient lighting, although much of our streetlight system has been updated to improve efficiency.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

The City of Watsonville has worked for the past 6 years to create a shovel ready 60 net acre business park. The primary problem with developing this land is the relatively large cost of building out infrastructure compared to the overall potential for development and the likelihood of having enough users come online at once to fund this extraordinary expense. To facilitate the development of this land, the City helped the property owners develop construction plans and cost estimates for the required infrastructure. In addition, the City devoted resources to applying for EDA funding for this parcel twice. Unfortunately, the EDA did not fund this project in spite of its importance and priority position in our Comprehensive Economic Development Strategy. Fortunately, the City and the property owners have seen a significant increase in inquiries regarding this land. There are several potential tenants investigating this property, and two that are rather far along in the decision making process. The City and the property owners believe that if one of these tenants decides to move forward that it will result in the construction of the needed infrastructure and will allow future growth in this area.

The potential tenants are exceptionally well-suited for our workforce, however, the City would like to see a diverse tenant base in this park at build out. Our analysis concludes that we will need more workers with college educations, primarily in STEM coursework.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

Watsonville has a large number of highly educated individuals and a large number of adults with a high school or less education. This doesn't tell the whole story, but it is important to note the lack of middle skilled workers in this region. While this workforce does not have the required level of education for many employers, a number of new and incumbent Watsonville employers have found that in certain fields the hard working residents of Watsonville fit very well. These fields include food processing, fabrication, machining and repair. While this is positive, the income and security of Watsonville residents would be greatly increased by increasing the number of middle and high skilled workers in town.

Watsonville's most educated workers tend to work in technology fields. While many are able to find employment in the region, more often than not the high skilled tech sector residents are employed in Silicon Valley over 45 minutes away.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

As part of its implementation of the new Workforce Innovation and Opportunity Act, the local Workforce Investment Board (WIB) is working with sector businesses and employers to develop customized cohort based training opportunities with the Cabrillo College Corporate Education department, providing job seekers with industry recognized certificates leading to jobs that are in demand in the local and regional economy.

The WIB is seeking state Proposition 39 grant funding to operate a tri-County regional trades pre-apprenticeship program to youth and veterans in Santa Cruz, San Benito, and Monterey Counties preparing trainees to enter formal apprenticeship programs in the construction trades.

The WIB continues to use the WorkKeys online program to assess skill levels and provide proficiency documents for job seekers and employers; and to develop a regional plan to use common methods and strategies to inform employers about the certificates.

The WIB continues to promote the California Employment Development Department Employment Training Panel funds as an option for incumbent worker training for local businesses to increase the skill level of employees in order to remain competitive and preserve jobs.

Digital Nest: The Digital NEST is a high-tech space located in the heart of Watsonville. Young people ages 12-24 from Santa Cruz County have access to computers, software, Wi-Fi, and other digital tools and classes. They master skills necessary to thrive in the high tech, globally connected world in which we all live. Digital NEST does not stop at "training" – we turn our members into technology consultants who provide technology support services to local businesses, fostering entrepreneurship and fueling community economic development. Digital NEST teaches young people relevant skills including JAVA, HTML, PHP and other commonly used web development programming languages, web development and graphic design.

Cabrillo College: Cabrillo College, a state funded community college, is engaged in a number of workforce development efforts. They recently built the Solari Green Building Center, a space that has been designed to allow students to learn current building technology that also reduces occupant's energy usage. These courses teach practical job skills including solar installation, welding, design, software, LEED project compliance and other skills that lead to stable well-paying employment.

Cabrillo also teaches general education courses that are designed to help meet current workforce needs. This includes math, computer, science and soft-skills that are required by local and regional businesses.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The Following Goals will be coordinated with the Consolidated Plan:

- Manabe-Ow Industrial park Infrastructure and Flood Control Improvements.
- Downtown Area Revitalization
- Ongoing Implementation of Economic Gardening Plan
- Third Fire Station

Discussion

The City is working with several large expanding businesses that need a Central Coast location to build and occupy the city's last remaining greenfield development site. The development of the infrastructure supporting this business park is a key goal in the Santa Cruz County Comprehensive Economic Development Strategy. This development also includes an area set aside for workforce housing. This area has a proposed development that is expected to move forward soon. The development will include just over 90 units, of which 20% will be deed restricted for low and low-mod residents.

Watsonville is also working on a CEDS goal to improve the walkability and economic vitality of the Downtown Area. This effort included major changes to the streetscape, improved pedestrian facilities, improvements to downtown parks, improved parking systems, a new specific plan for Downtown and efforts to increase the number of residential units in the Downtown. These efforts are underway and have been consistently coordinated with the City's CDBG Action Plan. We intend to continue this.

The City has had an ongoing economic gardening effort in place for the past 6 years, which has resulted in a number of expanding businesses. This effort will continue for the foreseeable future.

The City is also seeking to reduce response times for calls for service from our Fire Department. To do so will require the construction and provision of a new fire station. As money becomes available, the City will leverage Federal, State and Local funds to complete this project.

The goals also include improving the walkability and transit access to residents, improving water supply management and increasing water supply reliability, improving infrastructure, improving business viability, streamlining permitting processes and improving community access to recreational opportunities. All of these efforts are underway.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

Areas where households with multiple housing problems are concentrated are census tracts where a large number of households are experiencing 1 or more housing problem such as cost burden, overcrowding, lack of complete kitchen or plumbing facilities.

As discussed in previous sections, low income households comprise the majority of households experiencing one or more housing problems. In all but two of the census tracts (1107 and 1223) in Watsonville, between 51% and 100% of the households in each tract are experiencing one or more common housing problem with 30%-100% of the households in each tract experiencing 1 or more severe housing problem. The majority of the census tract 1107 consists of the Watsonville Municipal Airport and 1223 agricultural land, which is the reason for a lack of households experiencing housing problems.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

Area of low income concentration is census tracts where at least 51% of the households have incomes at or below 80% of the AMI. Area of minority concentration is census tracts where the percentage of persons of a particular racial or ethnic group is at least 20 points higher than the total percentage of minorities citywide.

All but two of the census tracts (1107 and 1223) have high concentrations of low-income households. There are no areas of minority concentration, according to the definition above, except for Hispanics who are heavily concentrated in all census tracts except for tracts 1103 (downtown), 1107 (airport) and 1223 (agricultural land).

However, all of the Pacific Islanders are located in either Census Tract 1103 (downtown area) or 1105-02 (Freedom-Carey area), with the majority in the downtown area. American Indians and Alaska Natives are primarily concentrated in Census Tract 1105-02 (Freedom-Carey area). The Freedom-Carey area has the highest concentration of minorities, primarily Hispanic. Census Tract 1101, which contains a combination of new housing and senior housing, has the highest concentration of other racial groups that are not Hispanic. In addition, there is one Census Tract (1225), which is north of the Freedom-Carey area, where 100% of the households are Hispanic.

What are the characteristics of the market in these areas/neighborhoods?

There are 14,744 total housing units in Watsonville according to the 2011-2015 ACS. A significant number of these units (63%) were built over 35 years ago and are occupied by 85% of the total households in Watsonville (39.6% owner occupied and 60.4% rental). As indicated previously, more than half of the units in each census tract experience one or more housing problem. However, 100% of the units in census tract 1225, which contains less than 1% of the total housing units in Watsonville, experience one or more housing problem. Census tract 1225 also has the highest concentration of extremely low income households but a larger percentage of owner occupied homes compared to the other census tracts.

Based on current U.S. Census data, 21% to 42% of the rental units in all of the census tracts containing housing units are subsidized. Foreclosure rates are relatively even throughout Watsonville, averaging 14% with census tract 1103 (downtown area) experiencing the least amount of foreclosures at 7%. Census tract 1103 has a larger percentage of rental units, which could account for the lower foreclosure rate.

Are there any community assets in these areas/neighborhoods?

All neighborhoods in Watsonville have access to parks, built out infrastructure and services. Watsonville is only 6.5 sq. miles and few locations in Watsonville are further than walking distance from most services. Watsonville's neighborhoods also enjoy access to transportation through the local transit district and through several services that provide transportation for persons with disabilities and those that cannot access regular transit services.

Are there other strategic opportunities in any of these areas?

Watsonville is mostly built out; however, there are several small areas that are opportunities to increase the affordable housing stock. The City is actively working with local developers, the local community college (Cabrillo) and University of California, Santa Cruz (UCSC) to deliver units on these properties.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

The City of Watsonville is approximately 78% low- and moderate-income which makes a large percentage of households unable to access Wifi service. As a result of the 2019 COVID-19 pandemic the Pajaro Valley Unified School District implemented distance learning which made a great need for broadband wiring and connections for household. The City in collaboration with Cruzio and the Pajaro Valley School District and our Parks and Community Department have provided internet and have also identified various sites throughout the City that will serve as access points for students that are distance learning.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The City receives HUD funding under the Community Development Block Grant (CDBG) Program, which is designed to assist low and moderate income (LMI) households. The consolidated plan must also address special needs identified as the needs of elderly, persons with disabilities, homeless individuals and others.

To meet the community's needs, the Plan is guided by the following goals:

- Affordable Housing – Providing safe, decent affordable housing for extremely low to moderate income households, preserving and increasing the affordable housing stock and supporting housing programs for the homeless, including emergency shelter, transitional and permanent housing programs, and homeless prevention
- Economic Development – Provide opportunities to promote economic development and enhance housing stock by expanding economic opportunities through enhancement of downtown living areas and commercial/industrial environments through improvement programs
- Public Services – Enhance public safety and suitable living environments by: 1) Supporting Crime prevention and Code enforcement activities; increased affordable housing opportunities; and 2) By increasing supportive services to people with special needs, homeless persons, and low-income persons and families
- Public Facilities – Enhance the community's image and living conditions by fostering improved infrastructure , and parks conditions to serve low and moderate income needs including continued improvements with public facilities rehabilitation and infrastructure reconstruction

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

Table 47 - Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The City is not proposing any geographic area targeting. This table is therefore not included.

The City of Watsonville will use a need-based strategy, as opposed to place-based strategy, over the course of the five year planning period. In consultation with City staff, service providers, and community groups, no consensus of particular areas were identified as needing a high level of investment.

The City of Watsonville's Neighborhood Services Division reinforces the City's commitment to building strong neighborhoods through programs designed to increase communication between residents and city government, enhance community pride, encourage civic awareness and participation, and provide more effective coordination among City departments to address neighborhood needs. Deteriorated areas are targeted, and it is expected that working together with code enforcement, police, public works, and other public and private improvements, rehabilitation, or services to be provided will improve or arrest the decline of an area.

Certain types of projects, including affordable housing, homeless services and accessibility improvements, were consistently designated as high priority. Given the difficulties that already exist in implementing these types of projects, it does not make sense to further limit them to a certain area within the City, as most of the City, with few exceptions, is considered to be low-mod, and therefore the most of the City would be considered as needing a high level of investment.

The City plans to continue to identify the need for proposed projects on an annual basis through the citizen participation process. The City also plans to consult service providers and partners in determining the level of need for proposed activities.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 48 – Priority Needs Summary

1	Priority Need Name	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Large Families Families with Children Elderly Chronic Homelessness Families with Children Mentally Ill veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Physical Disabilities Persons with Developmental Disabilities Persons with HIV/AIDS and their Families Victims of Domestic Violence
	Geographic Areas Affected	
	Associated Goals	Affordable Housing
	Description	Providing safe, decent affordable housing for extremely low to moderate income households, preserving and increasing the affordable housing stock and supporting housing programs for the homeless, including emergency shelter, transitional and permanent housing programs, and homeless prevention
	Basis for Relative Priority	Basis for Relative Priority Based on Needs Assessment. Providing and improving access to and the quality of housing is important in maintaining and enhancing the quality of life for all segments of the population in Watsonville.

2	Priority Need Name	Public Services
	Priority Level	High
	Population	Extremely Low Low Large Families Families with Children Elderly Chronic Homelessness Families with Children Unaccompanied Youth Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	Public Services
	Description	Enhance public safety and suitable living environments by: 1) Supporting Crime prevention and Code enforcement activities; increased affordable housing opportunities; and 2) By increasing supportive services to people with special needs, homeless persons, and low-income persons and families
	Basis for Relative Priority	Needs Assessment.
3	Priority Need Name	Economic Development
	Priority Level	High
	Population	Extremely Low Low Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	Economic Development

	Description	Provide opportunities to promote economic development and enhance housing stock by expanding economic opportunities through enhancement of downtown living areas and commercial/industrial environments through improvement programs
	Basis for Relative Priority	Needs Assessment.
4	Priority Need Name	Public Facilities
	Priority Level	High
	Population	Extremely Low Low Large Families Families with Children Elderly Chronic Homelessness Elderly Frail Elderly Persons with Physical Disabilities Non-housing Community Development
	Geographic Areas Affected	
	Associated Goals	Public Facilities
	Description	Enhance the community's image and living conditions by fostering improved infrastructure , and parks conditions to serve low and moderate income needs including continued improvements with public facilities rehabilitation and infrastructure reconstruction
	Basis for Relative Priority	Needs Assessment.

Narrative (Optional)

Priority needs were identified through a public input session, a survey, an online survey and the needs assessment. The survey questions covered housing, homeless, special needs, infrastructure, public facilities, public service, and economic development.

- Affordable Housing – Providing safe, decent affordable housing for extremely low to moderate income households, preserving and increasing the affordable housing stock and supporting housing programs for the homeless, including emergency shelter, transitional and permanent housing programs, and homeless prevention
- Economic Development – Provide opportunities to promote economic development and enhance housing stock by expanding economic opportunities through enhancement of downtown living areas and commercial/industrial environments through improvement programs
- Public Services – Enhance public safety and suitable living environments by: 1) Supporting Crime prevention and Code enforcement activities; increased affordable housing opportunities; and 2) By increasing supportive services to people with special needs, homeless persons, and low-income persons and families
- Public Facilities – Enhance the community's image and living conditions by fostering improved infrastructure , and parks conditions to serve low and moderate income needs including continued improvements with public facilities rehabilitation and infrastructure reconstruction

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	Watsonville has high housing costs with more than half of the households making less than 80% of AMI, but contributing more than 30% of their income towards housing. Between 21-42% of the rental units throughout the City are subsidized and another 4,244 persons are on HACSC's waiting list for assistance. Rental assistance in Watsonville is offered through the Housing Authority of Santa Cruz County (HACSC).
TBRA for Non-Homeless Special Needs	Rental assistance in Watsonville is offered through HACSC and is intended to assist low income residents with or without special needs.
New Unit Production	<p>There are 10,030 households with incomes at or below 80% of AMI, but only 1,670 units affordable at this income level. Development is affected by a number of factors, as indicated in MA-40, which must be considered to determine the feasibility of a project.</p> <p>These factors have and will continue to affect the production of new housing units.</p>
Rehabilitation	Watsonville has a significant stock of older homes with 85% (38% owner occupied and 47% rental) of the households occupying units that were built over 35 years ago. High housing costs and low rents make it difficult for owners to find adequate resources to properly maintain their units as evidenced by the number of households experiencing one or more housing problem.
Acquisition, including preservation	The median home value has risen 88% from 2000-2011, while homeownership rates have decreased. Of the 14,216 total households in Watsonville, 8,585 are renters, 87% of which earn equal to or less than 80% of AMI. The high cost of housing combined with lower incomes affects a households ability to obtain or maintain housing.

Table 49 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

The City anticipates continuing to receive CDBG funding throughout the Consolidated Plan period. The City of Watsonville will continue to leverage CDBG funding in its First Time Homebuyer and Housing Rehabilitation Programs, which utilize multiple funding sources including HOME, CDBG, CalHome and Inclusionary Housing in-lieu fees. These Programs provide gap financing to make it more affordable for low income individuals to purchase a home and financial/technical assistance to low income homeowners or homeowners who rent to low income households make repairs to an existing home.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	754,617	80,000	25,000	859,617	2,856,620	Based on level funding in subsequent years.

Table 50 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG program does not have a matching requirement. The City does add local funds and other funds to further support many of the activities.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City, as Successor Agency to the former Redevelopment Agency (RA), has a number of vacant properties that may be used to support additional affordable housing projects over the next few years, and will be moving forward on the next steps related to previously owned RDA land.

Discussion

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Watsonville	Government	Economic Development Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction
COUNTY OF SANTA CRUZ	Government	Homelessness Non-homeless special needs Planning	Region
Housing Authority of Santa Cruz County	PHA	Public Housing	Region
Homeless Action Partnership	Continuum of care	Homelessness	Region
Community Bridges (AKA La Manzana Community Resources)	Community/Faith-based organization	Homelessness Non-homeless special needs public services	Region
Encompass	Community/Faith-based organization	Non-homeless special needs public services	Region
California Rural Legal Assistance, Inc.	Regional organization	Non-homeless special needs	Region
SECOND HARVEST FOOD BANK	Regional organization	Non-homeless special needs	Region
Family Service Agency of the Central Coast	Community/Faith-based organization	Non-homeless special needs	Region
WALNUT AVENUE WOMEN'S CENTER	Community/Faith-based organization	Non-homeless special needs	Region

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Monarch Services (AKA Women's Crises Support-Defensa de Mujeres)	Community/Faith-based organization	Non-homeless special needs	Region
Pajaro Valley Loaves and Fishes	Community/Faith-based organization	Non-homeless special needs	Region
PAJARO VALLEY SHELTER SERVICES	Community/Faith-based organization	Homelessness Non-homeless special needs	Region
Watsonville Law Center	Community/Faith-based organization	Non-homeless special needs	Region
El Pajaro Community Development Corporation	Subrecipient	Economic Development Non-homeless special needs	Region

Table 51 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The South Santa Cruz County region of which, Watsonville is the primary residential and employment center, has an extensive network of services to provide services to low and moderate income people, the homeless and those with special needs. Most of these services are available within Watsonville, but some require that individuals seeking services travel to Santa Cruz or to the mid-county area. The largest gap is in the institutional delivery of affordable housing. As Watsonville is built-out to its jurisdictional boarder and only a handful of development sites still exist, construction of new affordable units is likely to cease except in infill situations within 5 years. Affordable units are scarce and rental assistance such as Section 8 is inadequate to meet the needs of the community.

A myriad of services are targeted to homeless persons in the Watsonville community. Those services include Counseling, Advocacy, Legal Assistance and Rental Assistance. Please reference the chart below for additional services that may be available to the Homeless and HIV positive individuals and families.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Mortgage Assistance	X		X
Rental Assistance	X	X	X
Utilities Assistance	X		X
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics			
Other Street Outreach Services	X	X	X
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X		
Education	X		X
Employment and Employment Training	X		
Healthcare	X	X	X
HIV/AIDS	X		X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X
Other			
Food	X	X	X

Table 52 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

Service providers in the area are providing services to the homeless and special needs populations. Some are focused on specific missions and others are providing assistance including healthcare, food assistance, counselling, job training and mental health. While many focus on impoverished individuals, many of these agencies are working with any residents that need assistance regardless of means.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

The primary issue facing persons experiencing homelessness is a lack of affordable housing and well-managed permanent supportive housing. There are also limited available emergency housing options,

which are primarily driven by the high cost of housing. The special needs population fares somewhat better than the homeless, but the high cost of housing still creates service gaps.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The City of Watsonville will continue to work with local, state, federal and non-profit resources to ensure that the institutional structure and service delivery system continues to improve, expand and to cover a broader portion of the at risk population. The City of Watsonville will also continue to support the local non-profit community and to encourage economic development with a focus on creating well-paying jobs.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2020	2024	Affordable Housing		Affordable Housing	CDBG: \$100,000	Rental units rehabilitated: 10 Household Housing Unit Homeowner Housing Rehabilitated: 10 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 500 Household Housing Unit
2	Economic Development	2020	2024	Non-Housing Community Development		Economic Development	CDBG: \$228,683	Businesses assisted: 50 Businesses Assisted
3	Public Services	2020	2024	Public Services		Public Services	CDBG: \$133,842	Public service activities other than Low/Moderate Income Housing Benefit: 350 Persons Assisted
4	Public Facilities	2020	2024	Public Facilities		Public Facilities	CDBG: \$313,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 7320 Persons Assisted

Table 53 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	Providing safe, decent affordable housing for extremely low to moderate income households, preserving and increasing the affordable housing stock and supporting housing programs for the homeless, including emergency shelter, transitional and permanent housing programs, and homeless prevention
2	Goal Name	Economic Development
	Goal Description	Microenterprise Business Technical Assistance. Provide opportunities to promote economic development and enhance housing stock by expanding economic opportunities through enhancement of downtown living areas and commercial/industrial environments through improvement programs.
3	Goal Name	Public Services
	Goal Description	Youth Center Staffing - Enhance public safety and suitable living environments by: 1) Supporting Crime prevention and Code enforcement activities; increased affordable housing opportunities; and 2) By increasing supportive services to people with special needs, homeless persons, and low-income persons and families
4	Goal Name	Public Facilities
	Goal Description	Enhance the community's image and living conditions by fostering improved infrastructure, and parks conditions to serve low and moderate income needs including continued improvements with public facilities rehabilitation and infrastructure reconstruction

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

During the 5-year plan, the City estimates that it will assist 10 extremely low, 50 low and 20 moderate income households through its existing housing programs.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

The Housing Authority is not required to increase the number of accessible units, nor is the Housing Authority in a Section 504 Voluntary Compliance Agreement at this time.

Activities to Increase Resident Involvements

Public housing residents participate in a Resident Advisory Board that meets annually to review and discuss proposed changes to the Housing Authority's Agency Plan.

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the 'troubled' designation

Not applicable. The Housing Authority of the County of Santa Cruz is designated as a High Performer for both their Housing Choice Vouchers and Low Income Public Housing programs.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

There are a number of factors that can impact development such as market conditions, environmental/physical constraints, government codes, and budgetary limitations. Watsonville is located in a very high cost of housing area, which makes it challenging in addressing the housing needs of the community.

Development costs vary depending on the type of development, cost of land, labor costs and environmental conditions. Costs associated with development are often reflected in the purchase price and rents. Watsonville has environmental and physical constraints in that it is surrounded by wetlands, sloughs, the Pajaro River and agricultural fields that affect both the cost and feasibility of development within the existing City limits. Geologic and flood hazards and the cost to mitigate those hazards affect the suitability of available land and cost to develop. The limited availability of land is caused by County actions; however, we continue to seek opportunities to address needs by utilizing infill strategies. In addition to exploring potential updates to the City's infill policies in order to allow higher densities in transit corridors, the City is proposing an Expanded Urban Service Line in its 2030 General Plan. If the Plan is approved, it could potentially allow annexation of additional buildable land to the City limits.

Government regulations and policies such as zoning, development standards, permit procedures and fees, and code requirements not only impact price, but also the ability to maintain, develop and improve housing. Development imposes short term costs, which include planning services and inspections, while also resulting in significant long term costs to maintain and improve the City's infrastructure and ability to provide other services such as police and fire.

In addition, the availability of mortgage financing affects a person's ability to purchase or improve a home. Most low income borrowers and homeowners lack the resources to purchase or improve existing housing and need assistance.

Budgetary issues at the local, state and national levels and Proposition 13 have limited the funding available to address local housing and infrastructure needs and supportive services. The elimination of local Redevelopment Agencies in February 2012 by the State of California resulted in the loss of a crucial resource for the development and preservation of affordable housing. All of these constraints can result in increased prices and overcrowding.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

In 1991, the City of Watsonville adopted an Inclusionary Housing Ordinance as a means to provide affordable housing for persons at all income levels. The Ordinance was updated in 2001 and requires developers to sell or rent a percentage of units developed at affordable prices or rents for 45-55

years. this Ordinance was once more to remove "Only rental developments that receive some form of subsidy are subject to the Ordinance". New construction that consists of less than 7 units has the option of paying a fee in-lieu instead of providing units. These funds are used to help support affordable housing through development, acquisition, rehabilitation, and preservation of new and existing units.

In addition, the City continues to seek out and obtain State and Federal Grants, such as HOME and CalHome, as well as other ways, to fund a variety of Programs or long term development costs. Two of these Programs: First Time Homebuyer and Housing Rehabilitation, provide financial assistance to low income households to make it affordable to purchase new or existing housing and/or low income homeowners or homeowners who rent to low income tenants to make repairs to existing housing. Other grants may assist with infrastructure improvements, operating costs for supportive services, youth programs, etc.

Barriers such as those discussed above are considered and addressed by the City when updating its Housing Element, Zoning Code and/or permit fees and processes. The limited availability of land is caused by County actions; however, we continue to seek opportunities to address needs by utilizing infill strategies. In addition to exploring potential updates to the City's infill policies in order to allow higher densities in transit corridors, the City is proposing an Expanded Urban Service Line in its 2030 General Plan. If the Plan is approved, it could potentially allow annexation of additional buildable land to the City limits.

Due to financial constraints, the City's ability to assist developers financially is limited. However, the City utilizes other mechanisms to facilitate development such as fee deferments, density bonuses, streamlined permit process, and varied development permits.

SP-60 Homelessness Strategy – 91.215(d)

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Preventing and ending homelessness is a HUD priority nationally and locally the City of Watsonville has partnered with many stakeholders in Santa Cruz County including policy makers, providers, funders, advocates, people with experience of homelessness and community members to create the Santa Cruz Community Strategic Plan to Prevent, Reduce, and Eventually End Homelessness. This plan, titled “All IN – Toward a Home for Every County Resident” was just adopted by our City, the City of Scotts Valley, The City of Capitola and the County of Santa Cruz. The plan includes eight priorities:

- Transforming the Crises Response System
- Increasing Access to Permanent Housing
- Integrating Systems and Community Support Ending Chronic and other Adult Homelessness
Ending Family Homelessness Addressing Needs in South County (Watsonville)Initiating a
Response to Youth and Young Adult Homelessness Ending Veteran Homelessness

The plan also addresses details achievement of the prior ten year plan: Housing, Health and Supportive Services.

Addressing the emergency and transitional housing needs of homeless persons

Our ultimate solution to ending homelessness in Santa Cruz County is permanent housing bundled closely together with supportive services. The most immediate need is housing. Other services should include but not be limited to multi-lingual trauma-informed case managers, benefits assistance, job ready placements, community outreach and education, and linkage to whole network of programs such as health treatment including mental health, corrections transition for those previously incarcerated, legal aid, transportation, VA services and employment opportunities.

Part of the strategy in reducing chronic homelessness in the area is inviting property owners incentives to relinquish / convert more rental properties from transitional housing to subsidized housing. A key element to this strategy is to educate the more property owners to the fact that rent is guaranteed each month on the properties and tenants are provided other social services including budgeting. By increasing the amount of subsidized housing available it will Reduce the average length of time persons are homeless, reduce returns to homelessness, reduce the number of families and individuals who are homeless and will improve the employment rate and income amount of families and individuals who are homeless.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to

permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

Homelessness is one of the more pressing issues in Santa Cruz County as a whole. In 2019, Applied Survey Research (ASR) conducted a survey to determine the extent and needs of homeless people in Santa Cruz County. This study was reported in the Santa Cruz County Homeless Census and Survey and documented 2,167 homeless persons in Santa Cruz County, of who 370 resided in Watsonville. The primary reason for homelessness in Santa Cruz County is unemployment.

In recent years, the high cost of housing has placed an escalating burden on families in Watsonville. As moderate and lower income families increasingly can no longer afford the median-priced home, market conditions have led to a higher prevalence of overpayment, overcrowding, and substandard living conditions. Of all family households, single parents with children and large families are disproportionately impacted. To meet the unique housing needs of the disabled, the City offers and participates in various programs. Through the County Housing Authority, disabled households may receive rental assistance to help them afford housing in the community.

According to the 2019 point in time (PIT) study done by , homeless veterans in the area represent 15% of the total homeless population in the Santa Cruz County. . Many community partners such as the HUD – Veteran Administration Supportive Housing (VASH) and the Supportive Services for Veteran Families (SSVF) programs will work together for this community-wide, collaborative approach to end veteran homelessness in Santa Cruz County.

While the City of Watsonville sees all of the needs in our local community, severe funding limitations makes it impossible to address each and every need for assistance.

Some housing counseling is available in the Santa Cruz County jurisdiction by way of Families in Transition, Pajaro Valley Shelter Services, Housing Authority of Santa Cruz County and The Community Action Board. In addition, the City contracts with the Watsonville Law Center and Neighborhood Services of Silicon Valley to provide homebuyer education classes to potential homebuyers.

The Watsonville Law Center and the California Rural Legal Assistance Center both offer free or sliding scale landlord tenant dispute counseling.

Currently there is not a mechanism in place that tracks affordable housing complexes that may have vacancies but with the currently proposed coordinated entry system, this should become a reality in the County. However, the City does publish a list of affordable housing complexes located in the City limits.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The limited number of affordable housing in this area puts Watsonville and the Pajaro Valley way behind the curve of having an adequate supply. The County Housing Authority is not even taking names for waiting list because it is so long at this time. We are moving towards a coordinated entry system that would assist in reporting when a unit becomes available in local affordable housing complexes but at this time it is not yet been established. We do have a local partnership with the Watsonville Law Center that offers landlord-tenant mediation for those in need of that service.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

The City of Watsonville offers a Housing Rehabilitation Program that provides financial assistance to low income homeowners or homeowners who rent to low income tenants to make repairs to existing housing. Included in that assistance is testing for and abatement of lead based paint hazards in pre 1978 units, which is provided as a grant to the homeowner. Any contractor working with the Program are required to obtain EPA Lead-Safe Certification and use safe work practices when performing work on pre-1978 units.

In addition, homes purchased using the City's First Time Homebuyer or through the Inclusionary Housing Programs are inspected as part of the application process and any lead based paint hazards that are found must be abated prior to funding and/or purchase approval.

The City has one full time staff member that has been trained in Lead Based Paint Supervision and Monitoring requirements, and is also an EPA Lead-Safe Certification.

How are the actions listed above related to the extent of lead poisoning and hazards?

Over 60% of the total units in Watsonville were built before 1980, 10% or more of these units are occupied by children. Lead based paint testing and abatement will continue to be offered as part of the City's Housing Rehabilitation Program. All pre-1978 Homes purchased using the City's First Time Homebuyer or through the Inclusionary Housing Programs will continue to be inspected for any lead hazards and require abatement as a condition to receiving financial assistance and/or purchase approval.

Also, the City has and will continue to work closely with the County of Santa Cruz Health Department in resolving any suspected lead based paint incidents.

How are the actions listed above integrated into housing policies and procedures?

Requirements for lead based paint (presence, testing, and/or abatement) are included in the City's Housing Program Guidelines.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

Watsonville has three primary approaches to reduce poverty:

- 1) Improving the education and skill level of the workforce;
- 2) Expanding job opportunities through economic development; and
- 3) Improving and expanding affordable housing.

This is accomplished by coordinating resources with other agencies and supporting non-profits that serve low income families and individuals as well as adopting land use policies that balance job creation and housing needs.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

In addition to implementing land use policies that help to balance jobs and housing, the City of Watsonville has adopted an Inclusionary Housing Ordinance that provides affordable housing options for low to moderate income individuals and families. The Ordinance requires developers to sell or rent a percentage of new housing units to low and moderate income households at an affordable price or pay an in-lieu fee. Only rental developments that receive some form of subsidy are subject to the Ordinance. These funds are used to help support affordable housing through development, acquisition, rehabilitation, and preservation of new and existing units.

Watsonville has an Economic Development program that utilizes strategies of business retention, expansion, attraction and economic gardening. The economic development efforts are coordinated with the Santa Cruz County CEDS and staff participates in quarterly regional coordination meetings. Staff in Economic Development also works closely with the local school district, several charter schools, a local Community Development Corporation, the local SBDC, and the Workforce Investment Board to provide services including workforce development, business incubation/acceleration, STEM programs for youth and business planning assistance.

Watsonville also offers First Time Homebuyer and Housing Rehabilitation Programs, which utilize multiple funding sources including HOME, CDBG, CalHome and Inclusionary Housing in-lieu fees. These Programs provide gap financing to make it more affordable for low income individuals to purchase a home and financial/technical assistance to low income homeowners or homeowners who rent to low income households make repairs to an existing home.

The City's Code enforcement Program is another important tool in preserving and maintaining the quality of existing housing. Inspection and monitoring efforts provided by an active code enforcement program ensure a safe and healthy environment and reduce the cost burdens that can impact affordability, especially when combined with other housing assistance programs. In conjunction with this program, the City has a Residential Relocation Assistance Ordinance, which is intended to assist tenants who may be involuntarily displaced due to unsafe conditions in rental housing.

Watsonville actively participates with other agencies and organizations to provide financial and non-financial services that address the needs of the community.

SP-80 Monitoring – 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City's Community Development Department (CDD) staff is responsible for managing the operations of the CDBG Program and ensuring that CDBG funds are used in accordance with program requirements. This includes the administration and implementation of CDBG projects, such as housing rehabilitation and property acquisition, maintaining and monitoring agreements with other City departments implementing CDBG projects, and the administration and monitoring of subrecipient contracts. Additionally, CDD staff work closely with the Finance Department to ensure the appropriate and timely expenditure of CDBG funds.

INTERNAL MONITORING

CDBG projects implemented by the City are monitored on an on-going basis for compliance with CDBG requirements. CDD staff maintains documentation of grant compliance for each activity, including CDBG eligibility, National Objective compliance and NEPA requirements. CDD staff also work closely with other City departments that implement CDBG projects to ensure that all requirements are understood and met. CDD staff provides final approval of CDBG drawdowns, and reviews all expenditures for grant compliance before approval.

The CDD is also responsible for the timely expenditure of CDBG funds, a process that begins with the development of the annual Action Plan. Anticipated program income for the program year is estimated as accurately as possible and proposed Action Plan activities are reviewed for their readiness and probability of timely implementation.

CDD staff monitors timeliness continually throughout the year, determining the status of all CDBG activities, in order to anticipate potential problems. A thorough review of the status of all projects is conducted mid-way through the program year. At this time, if any slow-moving projects are identified, or if unanticipated program income has been received, additional projects will be proposed in an Action Plan Amendment.

SUBRECIPIENT MONITORING

CDBG subrecipients will be monitored annually to ensure their compliance with all regulations and requirements governing their administrative, financial and programmatic operations, and to verify achievement of their performance objectives within schedule and budget. The objectives of the monitoring review are to:

- Evaluate subrecipient accomplishments and achievements;
- Determine areas of non-compliance;
- Assist in resolving compliance problems; and
- Strengthen channels of communication between the City and the subrecipient.

At the beginning of each program year, CDD staff will evaluate each subrecipient for classification as a High Risk Subrecipient (per 24CFR 85.12) using the following criteria:

- Is subrecipient new to CDBG?
- Is there high turnover in key staff positions?
- Are there past compliance or performance problems?
- Are activities high risk (acquisition, housing, economic development)?
- Are there multiple CDBG-funded activities for the first time?

Subrecipients classified as High Risk will be scheduled for more frequent monitoring.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City anticipates continuing to receive CDBG funding throughout the Consolidated Plan period. The City of Watsonville will continue to leverage CDBG funding in its First Time Homebuyer and Housing Rehabilitation Programs, which utilize multiple funding sources including HOME, CDBG, CalHome and Inclusionary Housing in-lieu fees. These Programs provide gap financing to make it more affordable for low income individuals to purchase a home and financial/technical assistance to low income homeowners or homeowners who rent to low income households make repairs to an existing home.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	754,617	80,000	25,000	859,617	2,856,620	Based on level funding in subsequent years.

Table 54 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG program does not have a matching requirement. The City does add local funds and other funds to further support many of the activities.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City, as Successor Agency to the former Redevelopment Agency (RA), has a number of vacant properties that may be used to support additional affordable housing projects over the next few years, and will be moving forward on the next steps related to previously owned RDA land.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2015	2019	Affordable Housing		Affordable Housing	CDBG: \$100,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 100 Household Housing Unit
2	Economic Development	2015	2019	Non-Housing Community Development		Economic Development	CDBG: \$228,683	Businesses assisted: 50 Businesses Assisted
3	Public Services	2015	2019	Public Services		Public Services	CDBG: \$133,842	Public service activities other than Low/Moderate Income Housing Benefit: 350 Persons Assisted
4	Public Facilities	2015	2019	Public Facilities		Public Facilities	CDBG: \$313,000	Other: 2 Other

Table 55 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	Goal outcome indicator and funding shown is per year.
2	Goal Name	Economic Development
	Goal Description	Goal outcome indicator and funding allocated is per year.
3	Goal Name	Public Services
	Goal Description	Goal outcome indicator and funding shown is per year.
4	Goal Name	Public Facilities
	Goal Description	Goal outcome indicator and funding shown is per year.

Projects

AP-35 Projects – 91.220(d)

Introduction

The Five Year Consolidate Plan outlines proposed strategies for the expenditures of the City's CDBG funds with the goal to provide a suitable living environment by revitalizing low- to moderate-income neighborhoods, to assist disadvantaged, low-income, and homeless persons by providing adequate public facilities and services and generating affordable housing opportunities. This annual plan focuses resources in the areas of affordable housing, economic development, public services, and public facilities.

Projects

#	Project Name
1	Section 108 Loan Repayment
2	Youth Center Staffing
3	Code Enforcement
4	Administration and Planning
5	Micro-Enterprise Business Technical Assistance
6	Callaghan Park Fiber Optic
7	Parklets Program
8	Senior Center Kitchen ADA & Other Improvements Ph I
9	Davis Avenue Park Basketball Court Repair
10	City Plaza New Waste Receptacles
11	Contingency-Franich Park Accessibility & Parking Lot Improvements
12	Contingency-Marinovich Park Flag Pole Replacement
13	Contingency-Ramsay Park Accessibility and Parking Lot Improvements
14	Contingency-Senior Center Kitchen ADA & Other Improvements Ph.II

Table 56 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The priority needs identified in the City's Five-Year Consolidated Plan, the corresponding local objectives, and the specific activities to be undertaken during the 2020 Program Year to address each

need are outlined below.

Affordable Housing

Several programs address the various local objectives to address the need for affordable housing in the City.

Housing Rehabilitation

Homeownership Opportunities

Residential Code Enforcement

Targeted Code Enforcement

Economic Development

Small Business / Micro-enterprise Business Technical Assistance

Entrepreneur Support

Public Services

Youth Services

Local objectives of providing positive alternatives for youth in order to prevent juvenile crime and gang violence are addressed through several ongoing programs under the Police and the Parks and Community Services Departments.

Youth Programs Parks and Community Services

F.L.Y.E.R.S. After School Program

An after school program for youth in first through fifth grade. Transportation is provided from school to the program. Each day youth receive homework assistance and a healthy snack. They also participate in sports, games and arts & crafts activities.

Spring and Winter Break Day Camp

A week long day camp for youth ages 5 to 12 held during the Pájaro Valley Unified School District spring and winter breaks. The full day camp features a variety of fun activities, healthy snacks and lunches and

a trip to a local attraction.

Camp W.O.W. Summer Day Camp

Camp W.O.W is a summer day camp for youth ages 5 to 12. The camp is comprised of 8, 1-week sessions. Each session features a different theme and a trip to a destination related to the theme. All of the activities offered during a session support the theme. Youth participate in a variety of sports, games and arts & crafts activities. They are also served healthy snacks and a healthy lunch.

Youth Soccer Program

The youth soccer program offers recreational and competitive opportunities for boys and girls ages 5 14. The program offers leagues in the spring and fall and is affiliated with Club de Fútbol Universidad Nacional A. C. (Pumas).

Youth Gymnastics Program

The gymnastics programs for youth ages 3 to 10 follows the USA Gymnastics progression is designed to teach basic gymnastics skills. Emphasis is on developing motor skills, eye-hand coordination and confidence.

Public Facilities (Infrastructure)

The City's infrastructure is improved by various Public Works projects, including reconstruction, rehabilitation, and/or addition of streets, sidewalks, and other types of infrastructure, and the removal architectural barriers to accessibility for the physically challenged within public areas and ways.

Homelessness and Special Needs

Special Housing Need

Transitional Housing Programs

The City addresses the needs of the homeless and citizens with special needs by ongoing support of local service agencies through the City's Social Service Grant Program. Additionally, the City participates in the Santa Cruz County-wide Continuum of Care strategy through financial and human resources contributions to the Homeless Action Partnership (formerly the Santa Cruz County Continuum of Care Committee).

AP-38 Project Summary

Project Summary Information

1	Project Name	Section 108 Loan Repayment
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$153,683
	Description	Planned loan repayment under Section 108. City used funds to construct a new downtown parking garage to spur on development and job creation. The project will fall under 19F-Planned Repayments of Section 108 Loans
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Project was originally a downtown parking lot. Now activity only includes planned loan repayments.
2	Project Name	Youth Center Staffing
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$133,842

	Description	Funding will be used to provide recreational classes for local youth at the City's community center. These funds are critical to providing staffing and services to operate the facility. The classes provide an opportunity for youth to participate in a variety of sports, games and arts & crafts activities in a safe environment. The project will fall under 05D-Youth Services that will meet an LMC National Objective. The public services objective will be to provide such services to 300 low income youth who live in the City.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	300 low income youth within the City
	Location Description	30 Maple Avenue, Watsonville, CA 95076
	Planned Activities	Funding for Parks and Community services staff at the Gene Hoularis Waldo Rodriguez Youth Center, which provides recreational services to approximately 100 youth each day. The Youth Center provides a variety of recreation and neighborhood services programs that benefit the City's youth. The recreational programs will focus on, sports, games, arts & crafts, and other learning programs.
3	Project Name	Code Enforcement
	Target Area	
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$100,000

	Description	The proposed funding will be used to operate a code enforcement program in target areas throughout the City. This activity will fall under matrix dose 15-code Enforcement and will meet the LMA National Objective-570.202 (C), focusing on geographic areas that are predominantly residential, benefit low to moderate income households and areas that are known to have deteriorated or deteriorating conditions. CDBG funds will be used for actual time of various staff involved in code enforcement in specific target areas, as well as legal costs for compliance enforcement. Logs will be maintained to track activities under the Program and to determine if the program is successful in arresting the decline in low income neighborhoods.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	50 households that are in code violation located in identified areas below which represent the most deteriorated neighborhoods.
	Location Description	<p>Eligible Targeted block groups located within the City limits that are primarily residential Low/mod income areas with deteriorated or deteriorating conditions;</p> <p>BLOCK GROUPS</p> <ul style="list-style-type: none"> • 1101002,1101004 • 1102001,1102002,1102004,1102005 • 1103001,1103004 • 1105011,1105013,1105014,1105021,1105022 • 1106003,1106005 • 1107001
	Planned Activities	To address and inspect illegal and unsafe construction, substandard housing and property maintenance issues throughout the City. In addition, City staff will hold community educational trainings and presentations in low income areas to ensure that real properties do not reach a state of deterioration or disrepair.
4	Project Name	Administration and Planning
	Target Area	

	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$84,075
	Description	Planning administration and management of CDBG Program. Oversight will include reporting, expenditure tracking, IDIS entry, action plan development, citizen participation, program guidelines, etc.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Planning administration and management of CDBG Program.
5	Project Name	Micro-Enterprise Business Technical Assistance
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$75,000

	Description	In order to strengthen local entrepreneurship in Watsonville, the City will provide funds to a non-profit to manage the Plaza Vigil Business Incubator program, that focus on providing micro enterprise technical assistance. The activity will also provide funding for the Incubator Without Walls program which provides business training and technical assistance to Watsonville business start-ups and entrepreneurs. The technical assistance will be provide to low income persons who self-certify their income falls below 80% AMI and that their business has less than 5 total persons. The activity will fall under 18C-ED Micro-Enterprise and will accomplish LMCMC National Objective.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	50 business will receive technical assistance
	Location Description	23 E Beach Street, Watsonville, CA 95076
	Planned Activities	Subrecipient grant to El Pajaro Community Development Corporation, a non-profit organization, for providing micro-enterprise business technical assistance and general technical assistance to small businesses. The Programs to be funded will be the Business Incubator Program and the Incubator Without Walls program
6	Project Name	Callaghan Park Fiber Optic
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$45,000

	Description	Internet and Wifi connection at Callaghan Park for residents to use throughout the Park to address the digital divide that has been amplified by the pandemic. This site also serves as a site for distance learning for students and they would be able to access the network daily for school purposes. The City Recreation Division can also use the services for afterschool programming for students and parents. This project will fall under matrix code 18A-Economic Development and will meet LMA National Objective.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	1,255 low income persons who reside near the neighborhood park (census tract 1105.01, Block Group 1)
	Location Description	225 Sudden Street, Watsonville, CA 95076
	Planned Activities	The park is widely used by residents but provides no internet or Wifi access. This project would solve this deficiency in that access points would also be installed so that residents visiting the park could log on to the network.
7	Project Name	Parklets Program
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$65,000
	Description	
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Citywide
	Planned Activities	
8	Project Name	Senior Center Kitchen ADA & Other Improvements Ph I
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$150,000
	Description	The Watsonville Senior Center has an outdated kitchen with a poor layout making it hard to access and utilize by the Centers Senior Citizen participants. Upgrades inside the building are necessary to optimize access. Cabinetry, plumbing, fixtures, and furnishings would be re-done to comply with commercial kitchen codes. Additionally, the Centers existing single pane doors and windows would be replaced with double-pane units which will make the building more energy efficient and save heating and cooling costs. This project will fall under matrix code 03A Senior Centers and will meet the LMC National Objective 570.201(C)
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	7320 low income persons that utilize the Center
	Location Description	114 East Fifth Street, Watsonville, CA 95076

	Planned Activities	The Watsonville Senior Center has an outdated kitchen with a poor layout making it hard to access and utilize by the Center's Senior Citizen participants. Upgrades inside the building are necessary to optimize access and make it ADA compliant.
9	Project Name	Davis Avenue Park Basketball Court Repair
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$30,000
	Description	The basketball court area reached its life span and is making a rough surface for park users and Police Activity League (PAL) program participants to play. Reconstruction of the concrete court surface and associated asphalt paving of the surrounding area would result from this project. This project will fall under matrix code 03F Parks, Recreational Facilities and will meet the LMA National Objective-570.201(C)
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	1,005 low income persons who reside near the park
	Location Description	37 Davis Avenue, Watsonville, CA 95076
10	Planned Activities	Reconstruction of the concrete court surface and associated asphalt paving of the surrounding area
	Project Name	City Plaza New Waste Receptacles
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities

	Funding	CDBG: \$18,000
	Description	The plaza is the gem of downtown Watsonville and will upgraded waste receptacles that are compliant with Solid Waste and Recycling Regulations to serve the public and keep the park sanitary.This project will fall under matrix code 03F-Parks, Recreational Facilities and will meet the LMA National Objective-570.201(C).
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 16,382 of low-mod income persons utilize the City Plaza.
	Location Description	358 Main Street, Watsonville, CA 95076
	Planned Activities	This project would replace approximately 12 permanent waste receptacles at the City Plaza Park in Watsonville.
11	Project Name	Contingency-Franich Park Accessibility & Parking Lot Improvements
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$20,000
	Description	This project includes resurfacing the asphalt parking lot and enhancing ADA parking stalls to improve accessibility and improve public infrastructure at Franich Park. The existing parking lot would be resurfaced, resealed, and re-striped to eliminate cracks, restore the lot, and improve ADA accessible parking stalls. This project will fall under matrix code 03F-Parks, Recreational Facilities and will meet the LMA National Objective 570.201.(C)
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	1,005 low income persons who reside near the neighborhood park
	Location Description	795 Vista Montanan Drive, Watsonville, CA 95076
	Planned Activities	
12	Project Name	Contingency-Marinovich Park Flag Pole Replacement
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	
	Funding	CDBG: \$20,000
	Description	The current flagpole at Marinovich Park is not properly installed and requires a permanent anchor. The current condition is potentially unsafe and does not allow for a flag to be flown. This project will fall under matrix code 03F-Parks, Recreational Facilities and will meet the LMA National Objective 570.201(C)
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	1,005 low income persons who reside near the neighborhood park
	Location Description	121 Second Street, Watsonville, CA 95076
13	Planned Activities	This project would remove an existing flagpole at Marinovich Park and replace it with one that is structurally sound.
	Project Name	Contingency-Ramsay Park Accessibility and Parking Lot Improvements
	Target Area	

	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$400,000
	Description	The park is currently deficient of dedicated sidewalks and pathways for pedestrians that are forced to walk along edges of the parking lot shared with cars. There is also no pedestrian access from Main St. to the Community Center and other park amenities. Additionally, the park is used as a gateway to commute to nearby schools, shopping centers, and residences. The parking lot is severely deteriorated and uneven, posing safety issues. Furthermore, there is very little ADA-accessible routes and the pedestrian conditions for the public using park are unsafe, which discourages park usage. This project would greatly expand and enhance pedestrian facilities, ADA-compliant access, and non-vehicular access throughout the park with the installation of sidewalks, transitions, trails, ADA ramps, striping, and parking lot resurfacing along with generally rehabilitating and preserving the public infrastructure for the future.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 16,382 of low-mod income persons utilize Ramsay Park.
	Location Description	1301 Main Street, Watsonville, CA 95076

	Planned Activities	This project includes installation of several pedestrian and accessibility improvements at Ramsay Park. The existing parking lot would be resurfaced, resealed, and re-striped to eliminate severe cracks, uneven surfaces, restore the lot, and reconfigure striping with improved ADA accessible parking stalls around proposed pedestrian improvements. Additionally, new pedestrian sidewalks, pathways, and ADA ramps, railings would be installed and existing non-compliant ADA features renovated for ADA compliance at the park entrance, parking lot perimeter, West-side of the park, and at the picnic/playground area to provide improved and safer access to the and surrounding neighborhood.
14	Project Name	Contingency-Senior Center Kitchen ADA & Other Improvements Ph.II
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$150,000
	Description	The Watsonville Senior Center has an outdated kitchen with a poor layout making it hard to access and utilize by the Centers Senior Citizen participants. Upgrades inside the building are necessary to optimize access. Cabinetry, plumbing, fixtures, and furnishings would be re-done to comply with commercial kitchen codes. Additionally, the Centers existing single pane doors and windows would be replaced with double-pane units which will make the building more energy efficient and save heating and cooling costs. This project will fall under matrix code 03A Senior Centers and will meet the LMC National Objective 570.201(C)
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	7320 low income persons utilize the center
	Location Description	114 East Fifth Street, Watsonville, CA 95076

	Planned Activities	The Watsonville Senior Center has an outdated kitchen with a poor layout making it hard to access and utilize by the Center's Senior Citizen participants. Upgrades inside the building are necessary to optimize access and make it ADA compliant.
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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Not applicable. Entitlement funding will be distributed citywide, as eligible.

Geographic Distribution

Target Area	Percentage of Funds

Table 57 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable.

Discussion

Not applicable.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City currently operates First Time Homebuyer, Housing Rehabilitation and Inclusionary Housing Programs, all of which are designed to further the affordable housing needs of the community. Funding for these Programs is provided by multiple funding sources including HOME, CDBG, CalHome and Inclusionary Housing in-lieu fees.

While there are only a few direct services located in Watsonville, the City will continue to work with the Continuum of Care and other agencies that provide direct supportive services.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	3
Special-Needs	0
Total	3

Table 58 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	3
Acquisition of Existing Units	0
Total	3

Table 59 - One Year Goals for Affordable Housing by Support Type

Discussion

Rental assistance is provided through the Housing Authority of Santa Cruz County. In addition, funding constraints at the local, State and Federal levels have limited the funding available to accomplish some of the goals such as developing and acquiring housing. Consequently, Watsonville relies on private developers, non-profits, public housing and social service agencies to provide the majority of affordable housing and assists mainly through its development process.

AP-60 Public Housing – 91.220(h)

Introduction

There are 8 public housing complexes located in the City of Watsonville. These complexes are owned and operated by the Housing Authority of Santa Cruz County (HACSC). In addition, HACSC offers housing choice voucher (formerly Section 8) and Mortgage Credit Certificate Programs that can be used in Watsonville. HACSC also offers Project Based Vouchers (PBV), however, Phippen Apartments is the only project located in the City that has been approved for use with these vouchers. HACSC has its own policies and procedures for inspections and maintenance of units they own or that are occupied by voucher users.

Actions planned during the next year to address the needs to public housing

The Housing Authority of Santa Cruz County (HACSC) has issued a request for proposals for Project Based Vouchers (PBV). This Request for Proposals (RFP) is published on an annual basis to provide interested parties in the community with the opportunity to request additional Project Based Vouchers.

Although HUD allows housing authorities to use up to twenty percent (20%) of its voucher program for PBV, HACSC has taken the position that in most circumstances the public interests are best served when families who receive rental assistance have the freedom of choice to lease a unit in their neighborhood of preference. While the Housing Authority will consider applications for PBV on an ongoing basis, there is no guarantee that any proposal will be selected as a result of the annual RFP. However, in tight rental markets voucher holders may have difficulty finding a unit to lease with their voucher. Therefore, project based units can be an important compliment to portable vouchers, and ultimately add to the choices available to voucher holders.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Housing Authority administers a small Family Self Sufficiency (FSS) program for Low Income Public Housing tenants and Housing Choice Voucher program participants. Through this program, FSS families establish a self-sufficiency goal. As the household makes progress toward their goal, and their income increases, the Housing Authority puts the increase in their portion of rent into an escrow account on their behalf. When the family achieves the goal, they receive all of the money in the escrow account. Some families in this program have established a goal of homeownership and have used their escrow money towards the down payment of a home. Public housing residents also participate in a Resident Advisory Board that meets annually to review and discuss proposed changes to the Housing Authority's Agency Plan.

If the PHA is designated as troubled, describe the manner in which financial assistance

will be provided or other assistance

Not applicable. The Housing Authority of the County of Santa Cruz is designated as a High Performer for both their Section 8 Housing Choice Voucher and Low Income Public Housing programs.

Discussion

In addition to the above actions, the HACSC will continue to offer housing choice vouchers and operate the existing public housing units located in Watsonville. The City will continue to support the efforts of the HACSC, and to pursue any available opportunities to support the development of additional affordable housing.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Watsonville is part of the Homeless Action Partnership (HAP) is a broad-based, community-wide action team, which has met every two months since 1996 to implement a Continuum of Care (CoC) strategy for resolving homelessness. The HAP's vision is that all Santa Cruz County residents will have the stable housing and appropriate services they need to live in dignity and reach their highest potential. Its mission is to develop and implement a coordinated system of housing and services for preventing and ending homelessness in Santa Cruz County. A CoC strategy organizes and delivers housing and services to meet the specific needs of homeless people as they move from the streets to stable housing and maximize self-sufficiency. A CoC strategy includes housing and services for a variety of homeless subgroups, including families, chronically homeless, seriously mentally ill, chronic substances abusers, veterans, persons with HIV/AIDS, victims of domestic violence, and unaccompanied youth.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Watsonville has several short term goals for addressing homelessness over the next program year. These include The vision of the strategic plan is that the diverse residents of Santa Cruz County will have access to safe, stable housing, will have residents will have incomes to support their well-being, and will have access to culturally competent services empowering them to meet their basic needs and lead dignified lives.

Our mission is to prevent, dramatically reduce, and eventually end homelessness and its impact on communities throughout Santa Cruz County by implementing effective programs and strategies, by working collaboratively to increase key resources and change systems to better meet the needs of diverse homeless sub-populations, and by engaging all persons and organizations needed to work together for these purposes.

The most recent Santa Cruz County Point-in-Time (PIT) count that information is available from was conducted on January 31, 2019. Enumeration teams consisting of approximately 95 local volunteers canvassed all 52 U.S Census Tracts in Santa Cruz County to directly observe persons in nonshelter, non-service, public locations. Local shelters and institutions reported their occupancy for the night prior to the count to insure that all homeless individuals and families both sheltered and on the street, were counted. Individual needs were assessed via a full year of extensive community participation and feedback from over 250 stakeholders, including people who have experienced homelessness themselves. At the very core of these strategic priorities is the intent to use the evidence-based Vulnerability Index and Service Prioritization Decision

Assistance Tool (VI-SPDAT)¹ to match individuals and families to the most appropriate housing and service intervention available. In this way, residents experiencing the longest-term, chronic homelessness – often the most visible – will be prioritized for services. As our Continuum of Care partnership evolves, we are moving to Implementing and operating a single coordinated entry system that will place homelessness data and data systems, including CoC-wide Homeless Management Information System (HMIS) into one secure database accessible by all of the CoC partners. This will make it even more possible to make “any door – the right door” for accessing services in our community.

Addressing the emergency shelter and transitional housing needs of homeless persons

The CoC’s goal is to limit the stay in transitional and emergency shelter and back into housing as quickly as possible, discharge planning as way to prevent homelessness among persons leaving other systems of care, and emergency shelter and transitional housing as an interim housing solution pending the availability of suitable permanent housing. Under the Ten Year Plan, community members:

- Delivered extensive prevention and rapid rehousing services (including financial assistance and housing stabilization services) through the federal HPRP, state administered Emergency Solutions Grants (ESG), federal CalWORKS Housing Support Program, federal Supportive Services for Veteran Families (SSVF) program, and County and City sources (that target senior and medically frail persons). Through a \$4 million HPRP grant alone, 14 agencies collaborated to serve 885 households (2,053 persons), 83% of whom retained or obtained permanent housing.⁴⁵ Coordinated strategically with representative from the Foster Care, Mental Health, Public Health, and Corrections systems to implement protocols to avoid discharging people to homelessness and to help prevent institutional recidivism.
- Developed new emergency shelter programs to cope with influx of persons newly homeless, including the 90-bed Rebele Family Shelter, 46-bed Paul Lee Loft Shelter for adults, and 12-bed Paget Center for homeless veterans, while maintaining a sizable preexisting stock of emergency shelter and transitional housing, serving varied populations and subpopulations such as families, adults, seriously mentally ill, persons with drug or alcohol issues, emancipating foster youth, persons with HIV/AIDS, and farm workers.
- Piloted nationally recognized, innovative models of permanent supportive housing for persons experiencing chronic homelessness with serious mental illness and substance addictions, including the 13-bed Nuevo Sol project, 33-bed MATCH project, and 36-bed

Shelter Plus Care program.

- Emphasized housing the most medically vulnerable persons as part of the national 100,000 Homes Campaign, succeeded in housing more 200 from this population, and the Housing Authority of the County of Santa Cruz created 120 Housing Choice Voucher preference slots for program participants.

Our short term goals (one to three years) are to 1. Establish a countywide steering committee of representatives of the key partners serving families to develop a method for identifying families most in need of prevention services. 2. Target 10% of the permanent supportive housing beds and 50% of the rapid rehousing beds proposed above to families to meet the relative need. 3. Provide the new rapid rehousing programs in collaboration with existing family interim housing to assure a continuum of services. 4. Sustain existing family (and domestic violence) shelters to meet the scale of need (including for woman only and women with children). Coordinate common lengths of stay, self-sufficiency goals and outcomes among all family shelters. 5. Working with coordinated entry, develop a common policies and a shared family waiting list, making appropriate housing interventions, based on severity of need. 6. Link children experiencing homelessness and their families to the County Office of Education Students in Transition Program. 7. Advocate for a “limited local preference” for families experiencing homelessness who are on the waiting list for the Housing Choice Voucher Program.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Continuum of Care (CoC) is working on obtaining more permanent, supportive housing in our community by marketing and educating property and complex owners that subsidized housing is such a bad thing as some have stereotyped it to be. The monthly rent is guaranteed and supportive services such as budgeting and health care are often packaged with the voucher. This action should free up more transitional housing and make more emergency shelter available.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged

from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Community resources for people recently released from mental and physical health institutions are The Santa Cruz County Mental Health Team with services that include Coordinated Care Treatment Teams for Older Adults Team, a Recovery Team (26 and above) that provides coordinated care to individuals with chronic mental illnesses with severe functional impairments, a South County Adult (SCA) Team that provides coordinated care to mental health patients living in Watsonville and the southern areas of Santa Cruz County who are in need of case management, medication services and therapy, and a Transition Age Youth (TAY) Team (Youth 18-25) that will coordinate care to young adults with a major mental illness who are in need case management, medication services, therapy as well as vocational and educational supports.

Also serving this targeted population is The Homeless Persons Health Project (HPHP) provides services throughout Santa Cruz County to homeless or marginally housed youth, adults, and families with children.

The Recuperative Care Center (RCC) is operated through a partnership between HSC and the County Homeless Persons' Health Project (HPHP), with the support and investment of Dominican Hospital/Dignity Health, Watsonville Community Hospital, Central California Alliance for Health, Hospice of Santa Cruz, the County Health Services Agency, and the Health Improvement Partnership.

Discussion

The City of Watsonville will continue to participate in the Santa Cruz County Continuum of Care (CoC) to find ways to assist homeless persons, especially chronically homeless individuals and families, veterans and their families and unaccompanied youth. The City will use a combination of federal, state, and local resources to rapidly re-house and stabilize homeless individuals, especially chronically homeless individuals and families, families with children, veterans and their families and unaccompanied youth. The City of Watsonville will work with local service providers, housing authorities, and the Veterans Administration via the CoC to secure housing assistance for the homeless in Santa Cruz County.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Many factors can impact development and affect affordable housing such as market conditions, environmental/physical constraints, government codes, and budgetary limitations. Watsonville is committed to finding ways to alleviate these constraints and address the needs of the community as previously discussed and outlined below.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Barriers such as those discussed previously are considered and addressed in the City's Housing Element and General Plan, which the City is currently in the process of updating. Programs such as the First Time Homebuyer and Housing Rehabilitation Programs will continue to be offered and the City will continue to operate its Inclusionary Housing Program to provide and preserve affordable housing. Code enforcement activities will continue to be carried out to eliminate blight, which can affect investment, depress property values and impact the quality of life in a neighborhood.

In addition, the City has and will continue to seek out funding available for programs that support affordable housing and/or to assist with costs associated with development of affordable housing. Financial and non-financial support will continue to be provided to other programs, developers and governmental agencies involved in affordable housing and supportive services. Watsonville has and will continue to actively participate with other agencies and organizations in programs and policies that could affect the housing or the quality of life in Watsonville.

Discussion:

Watsonville's budgetary constraints, which is further affected by decisions and issues at the state and national level, have limited the funding available to address local housing and infrastructure needs and supportive services. Consequently, the City has had to look for other ways of addressing the housing needs of the community.

As part of the City Council's Strategic Plan, Housing is one of the Council's top priorities, including expanding quality housing opportunities, preserving existing affordable housing for Watsonville residents, and reviewing housing and land use policies that maximize development potential. Areas of focus include community education and outreach, Affordable and low income units and rental housing, workforce housing opportunities, and homeownership

assistance.

The City of Watsonville still faces a number of challenges in addressing local housing needs. These include diminishing affordability in northern Santa Cruz County jurisdictions that increases the demand for lower-cost housing in Watsonville. This market demand increases housing prices, resulting in overpayment and overcrowding for Watsonville residents.

AP-85 Other Actions – 91.220(k)

Introduction:

The greatest obstacle to meeting any underserved need is the lack of sufficient funding, including:

- Limited availability of funding from federal, state and other sources
- Limited availability of developable land
- High cost of housing and provisions in the area, which increases the difficulty of meeting affordable housing needs; and
- Reduced or frozen funding from the state, and other sources due to inadequate state revenue

Actions planned to address obstacles to meeting underserved needs

Most of the obstacles identified above are beyond the control of the City of Watsonville. The reduction in State and Federal funding limits the City's ability to address needs, however, staff actively seeks to leverage any funding to the extent possible and continue to lobby State and Federal agencies to provide adequate funding. The limited availability of land is caused by County actions, however we continue to seek opportunities to address needs by utilizing infill strategies. The high cost of housing is directly attributable to the artificial limits on housing growth that are placed on the City by the County and State, but the City is seeking to maximize the available opportunities to increase the supply of housing. In addition to exploring potential updates to the City's infill policies in order to allow higher densities in transit corridors, the City is proposing an Expanded Urban Service Line in its 2030 General Plan. If the Plan is approved, it could potentially allow annexation of additional buildable land to the City limits.

The City is committed to finding new ways to fund these activities through leveraging the existing available funds and by seeking to implement other special tax districts to deal with blight and poverty issues.

The City will continue to work with non-profit housing and service providers to collaborate on improving awareness and expansion of available resources to address the needs of the homeless population.

Actions planned to foster and maintain affordable housing

Low to 0% interest loans will continue to be offered through the City's First Time Homebuyer and Housing Rehabilitation Programs. These Programs provide gap financing to make it more affordable for low income individuals to purchase a home and financial/technical assistance to low income homeowners or homeowners who rent to low income households make repairs to

an existing home.

The City's Economic Development efforts have resulted in a substantial increase in jobs in Watsonville in spite of the slow recovery since the 2008 crash and the COVID-19 pandemic. The Economic Development program includes business retention, expansion, attraction and gardening efforts. While the City is constrained by a lack of developable land, the City has been able to find users for nearly all of the existing opportunity sites, and are actively working to rehabilitate and increase job density in areas that have underutilized spaces. The City also works with local partner agencies like the El Pájaro Community Development Corporation, the Small Business Development Center and the Workforce Investment Board to provide education, job training, incubation/acceleration and other efforts to ensure the workforce is properly trained and prepared to take new jobs as they become available. Staff also works closely with the local community college, universities and other institutions of higher learning to identify potential new business development opportunities, and to coordinate existing workforce needs.

Code enforcement is another important tool in preserving and maintaining the quality of existing housing. Inspection and monitoring efforts provided by an active Code Enforcement Program ensure a safe and healthy environment and reduce the cost burdens that can impact affordability, especially when combined with other housing assistance programs.

The City will continue to look for opportunities to assist developers, non-profits, and other providers in preserving and constructing affordable housing to meet the needs of the community. Currently, the City's main affordable housing resource is its Inclusionary Housing Program. This Program either collects an in-lieu fee for new construction or requires a percentage of new housing construction (7 or more units) be restricted for purchase or rent by low to above moderate income households at affordable prices. The income limits for this Program are based on 70% of the AMI. The fees collected are used to further affordable housing goals.

Actions planned to reduce lead-based paint hazards

All applicants assisted through the City's Housing Rehabilitation Program will be provided information on lead based paint. If the unit was built prior to 1978, it will be tested for LBP and any hazards will be abated. Contractors working with the Program will be required to obtain EPA Lead-Safe Certification and use safe work practices when performing work on pre-1978 units.

In addition, those homes purchased using the City's First Time Homebuyer or through the Inclusionary Housing Programs will be inspected as part of the application process and any lead

based paint hazards that are found will be required to be abated prior to funding approval.

Actions planned to reduce the number of poverty-level families

The City of Watsonville will support various public service programs, both with CDBG funding and its own General Fund, to provide essential services aimed at helping to reduce the number of poverty-level families, including supporting programs that meet the critical needs of family, such as food and medical care.

Actions planned to develop institutional structure

One of the Institutional gaps identified was that not all services are located in the City of Watsonville. As a result, residents must travel to receive some services. The City will continue to work with service providers to offer services in Watsonville, and will support those programs that do so. New applicants for Social Service Grant funding are required to complete a Focus Watsonville addendum that specifically seeks to identify services and resources provided in Watsonville, including:

- What percentage of this grant will be used for Watsonville residents?
- How many unduplicated clients were from Watsonville last year?
- Do you have a Watsonville office?
- What is the number of your Watsonville Staff?
- How many of Watsonville staff speak Spanish?
- Race / Ethnicity of Watsonville staff and clients
- Briefly describe your accomplishments in Watsonville in the past 12 months
- Specify how you coordinate with other agencies to provide services in Watsonville.

A regional online and telephone referral service called 2-1-1 offers a comprehensive listing of services in the County.

Actions planned to enhance coordination between public and private housing and social service agencies

To ensure an environment of mutual cooperation is an important goal of Watsonville. City efforts to support local agencies, other jurisdictions, developers and providers of housing and supportive services will continue to involve participation on various boards, at various meetings and events as well as project collaborations. Opportunities to encourage and assist affordable housing efforts will continue to be pursued through improved development procedures,

assistance and cooperation.

Discussion:

The City of Watsonville will continue to support providers of housing and supportive services utilizing all available resources to meet the needs of its residents and businesses. Many of the obstacles limiting the City's ability to meet these needs are beyond the City's control such as limited funding, lack of developable land, and government regulations imposed by the County and State. However, the City continues to actively pursue opportunities to expand available resources and identify other means of addressing the needs of its community.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The City of Watsonville will follow all HUD regulations in the implementation of programs and activities in the 2020-2021 Annual Action Plan concerning the use of program income, forms of investment, and overall low- and moderate-income benefit for the CDBG program.

The following provides additional information about the CDBG program income and program requirements.

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included projects to be carried out.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	80,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	80,000

Other CDBG Requirements

1. The amount of urgent need activities	0
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2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

100.00%

This Action Plan is being designated as year one of a one-year overall benefit period consisting of 2020.

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) ANNUAL ACTION PLAN FOR FISCAL YEAR 2021-2022 AND AUTHORIZING THE CITY MANAGER TO SUBMIT SAME TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR APPROVAL, WITH ANY POSSIBLE ADJUSTMENTS TO THE FUNDING LEVELS, AND WITH CLARIFYING AND/OR NON-SUBSTANTIVE MODIFICATIONS, AS NECESSARY

WHEREAS, the City of Watsonville ("City") has been designated an “Entitlement City” by the United States Department of Housing and Urban Development (“HUD”) which entitles the City to receive an annual allocation of Community Development Block Grant (“CDBG”) funds to implement housing and community development projects throughout the entire City; and

WHEREAS, the Action Plan is a required annual component of the 2020-2024 Consolidated Plan for HUD approval before the City can receive 2021 CDBG funds.

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

1. That the Community Development Block Grant Annual Action Plan for Fiscal Year 2021-2022 is hereby approved, attached hereto and incorporated herein.
2. That the City Manager is hereby authorized and directed to submit to HUD, for approval with any possible adjustment to the funding levels, and with clarifying and/or non-substantive modifications, as necessary, for and on behalf of the City of Watsonville, the City’s Community Development Block Grant Annual Action Plan for Fiscal Year 2021-2022.

City of Watsonville

Community Development Block Grant 2021 DRAFT ACTION PLAN

(July 1, 2021-June 30, 2022)

**Community Development Department
250 Main Street
Watsonville, CA 95076**



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Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City anticipates continuing to receive CDBG funding throughout the Consolidated Plan period. The City of Watsonville will continue to leverage CDBG funding in its First Time Homebuyer and Housing Rehabilitation Programs, which utilize multiple funding sources including HOME, CDBG, CalHome and Inclusionary Housing in-lieu fees. These Programs provide gap financing to make it more affordable for low income individuals to purchase a home and financial/technical assistance to low income homeowners or homeowners who rent to low income households make repairs to an existing home. This is a draft and will be updated as new revised information is obtained.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	798,441	80,000	137,519	1,015,960	2,856,620	Based on level funding in subsequent years.

Table 1 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City, as Successor Agency to the former Redevelopment Agency (RDA), has a limited number of vacant properties that may be used to support additional affordable housing projects over the next few years, and will be moving forward on the next steps related to previously owned RDA land. One of these properties has been sold to Habitat for Humanity and will yield 7-9 affordable units.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2020	2024	Affordable Housing		Affordable Housing	CDBG: \$200,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 100 Household Housing Unit
2	Economic Development	2020	2024	Non-Housing Community Development		Economic Development	CDBG: \$211,934	Businesses assisted: 50 Businesses Assisted
3	Public Services	2020	2024	Public Services		Public Services	CDBG: \$122,259	Public service activities other than Low/Moderate Income Housing Benefit: 350 Persons Assisted
4	Public Facilities	2020	2024	Public Facilities		Public Facilities	CDBG: \$350,000	Other: 2 Other

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	Goal outcome indicator and funding shown is per year.
2	Goal Name	Economic Development
	Goal Description	Goal outcome indicator and funding allocated is per year.
3	Goal Name	Public Services
	Goal Description	Goal outcome indicator and funding shown is per year.
4	Goal Name	Public Facilities
	Goal Description	Goal outcome indicator and funding shown is per year.

Projects

AP-35 Projects – 91.220(d)

Introduction

The Five Year Consolidate Plan outlines proposed strategies for the expenditures of the City's CDBG funds with the goal to provide a suitable living environment by revitalizing low- to moderate-income neighborhoods, to assist disadvantaged, low-income, and homeless persons by providing adequate public facilities and services and generating affordable housing opportunities. This annual plan focuses resources in the areas of affordable housing, economic development, public services, and public facilities.

Projects

#	Project Name
1	Section 108 Loan Repayment
2	Youth Center Staffing
3	Code Enforcement
4	Administration and Planning
5	Micro-Enterprise Business Technical Assistance
6	Affordable Rehabilitation Housing
7	Ramsay Park Accessibility & Parking Lot Imp. Ph I
8	Senior Center Kitchen ADA & Other Improvements Ph II
9	Contingency-Ramsay Park Accessibility & Parking Lot Imp Ph II
10	Contingency-Franich Park Accessibility & Parking Lot Imp
11	Contingency-Ramsay Park Dog Park & Accessibility Imp
12	Contingency-Peace Drive Park Accessibility & Pedestrian Imp

Table 3 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The priority needs identified in the City's Five-Year Consolidated Plan, the corresponding local objectives, and the specific activities to be undertaken during the 2021 Program Year to address each need are outlined below.

Affordable Housing

Several programs address the various local objectives to address the need for affordable housing in the

City.

Homeownership Opportunities Housing Rehabilitation

Residential Code Enforcement

Targeted Code Enforcement

Economic Development

Small Business / Micro-enterprise Business Technical Assistance

Entrepreneur Support

Public Services

Youth Services

Local objectives of providing positive alternatives for youth in order to prevent juvenile crime and gang violence are addressed through several ongoing programs under the Police and the Parks and Community Services Departments.

Youth Programs Parks and Community Services

Excel In Place Distance Learning Program

The Excel In Place Distance Learning Program is geared towards youth between the ages of 5 to 12 years. During the pandemic, the program provides distance learning support, active games, arts and crafts, recreational enrichment activities and field trips in small cohorts at 5 recreational centers.

Virtual Recreation Center

During the pandemic, the Virtual Recreation Center was created for a place for fun, education and resources to stay active, connected and informed. Composed of three section, *Stay Active* – provides lots of great ways to keep moving and having fun; *Stay Connected* – provides many educational resources for your student at home to be engaged in learning; and *Stay Informed* – provides the latest information on COVID 19.

F.L.Y.E.R.S. After School Program (Currently on hold due to COVID-19)

An after school program for youth in first through fifth grade. Transportation is provided from school to the program. Each day youth receive homework assistance and a healthy snack. They also participate in

sports, games and arts & crafts activities.

Spring and Winter Break Day Camp (Currently on hold due to COVID-19)

A week long day camp for youth ages 5 to 12 held during the Pájaro Valley Unified School District spring and winter breaks. The full day camp features a variety of fun activities, healthy snacks and lunches and a trip to a local attraction.

Camp W.O.W. Summer Day Camp (Currently on hold due to COVID-19)

Camp W.O.W is a summer day camp for youth ages 5 to 12. The camp is comprised of 8, 1-week sessions. Each session features a different theme and a trip to a destination related to the theme. All of the activities offered during a session support the theme. Youth participate in a variety of sports, games and arts & crafts activities. They are also served healthy snacks and a healthy lunch.

Youth Soccer Program (Currently on hold due to COVID-19)

The youth soccer program offers recreational and competitive opportunities for boys and girls ages 5 to 14. The program offers leagues in the spring and fall and is affiliated with Club de Fútbol Universidad Nacional A. C. (Pumas).

Youth Gymnastics Program (Currently on hold due to COVID-19)

The gymnastics programs for youth ages 3 to 10 follows the USA Gymnastics progression is designed to teach basic gymnastics skills. Emphasis is on developing motor skills, eye-hand coordination and confidence.

Public Facilities (Infrastructure)

The City's infrastructure is improved by various Public Works projects, including reconstruction, rehabilitation, and/or addition of streets, sidewalks, and other types of infrastructure, and the removal architectural barriers to accessibility for the physically challenged within public areas and ways.

Homelessness and Special Needs

Special Housing Need

Transitional Housing Programs

The City addresses the needs of the homeless and citizens with special needs by ongoing support of local service agencies through the City's Social Service Grant Program. Additionally, the City participates in the Santa Cruz County-wide Continuum of Care strategy through financial and human resources

contributions to the Homeless Action Partnership (formerly the Santa Cruz County Continuum of Care Committee).

AP-38 Project Summary

Project Summary Information

1	Project Name	Section 108 Loan Repayment
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$161,934
	Description	Planned loan repayment under Section 108. City used funds to construct a new downtown parking garage to spur on development and job creation. The project will fall under 19F-Planned Repayments of Section 108 Loans
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Project was originally a downtown parking lot. Now activity only includes planned loan repayments.
2	Project Name	Youth Center Staffing
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$122,259

	Description	Funding will be used to provide recreational classes for local youth at the City's community center. These funds are critical to providing staffing and services to operate the facility. The classes provide an opportunity for youth to participate in a variety of sports, games and arts & crafts activities in a safe environment. The project will fall under 05D-Youth Services that will meet an LMC National Objective. The public services objective will be to provide such services to 300 low income youth who live in the City.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	300 low income youth within the City
	Location Description	30 Maple Avenue, Watsonville, CA 95076
	Planned Activities	Funding for Parks and Community services staff at the Gene Hoularis Waldo Rodriguez Youth Center, which provides recreational services to approximately 100 youth each day. The Youth Center provides a variety of recreation and neighborhood services programs that benefit the City's youth. The recreational programs will focus on, sports, games, arts & crafts, and other learning programs.
3	Project Name	Code Enforcement
	Target Area	
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$100,000

	Description	The proposed funding will be used to operate a code enforcement program in target areas throughout the City. This activity will fall under matrix dose 15-code Enforcement and will meet the LMA National Objective-570.202 (C), focusing on geographic areas that are predominantly residential, benefit low to moderate income households and areas that are known to have deteriorated or deteriorating conditions. CDBG funds will be used for actual time of various staff involved in code enforcement in specific target areas, as well as legal costs for compliance enforcement. Logs will be maintained to track activities under the Program and to determine if the program is successful in arresting the decline in low income neighborhoods.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	50 households that are in code violation located in identified areas below which represent the most deteriorated neighborhoods.
	Location Description	<p>Eligible Targeted block groups located within the City limits that are primarily residential Low/mod income areas with deteriorated or deteriorating conditions;</p> <p>BLOCK GROUPS</p> <ul style="list-style-type: none"> • 1101002,1101004 • 1102001,1102002,1102004,1102005 • 1103001,1103004 • 1105011,1105013,1105014,1105021,1105022 • 1106003,1106005 • 1107001
	Planned Activities	To address and inspect illegal and unsafe construction, substandard housing and property maintenance issues throughout the City. In addition, City staff will hold community educational trainings and presentations in low income areas to ensure that real properties do not reach a state of deterioration or disrepair.
4	Project Name	Administration and Planning
	Target Area	
	Goals Supported	

	Needs Addressed	
	Funding	CDBG: \$131,766
	Description	Planning administration and management of CDBG Program. Oversight will include reporting, expenditure tracking, IDIS entry, action plan development, citizen participation, program guidelines, etc.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Planning administration and management of CDBG Program.
5	Project Name	Micro-Enterprise Business Technical Assistance
	Target Area	
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	CDBG: \$50,000
	Description	In order to strengthen local entrepreneurship in Watsonville, the City will provide funds to a non-profit to manage the Plaza Vigil Business Incubator program, that focus on providing micro enterprise technical assistance. The activity will also provide funding for the Incubator Without Walls program which provides business training and technical assistance to Watsonville business start-ups and entrepreneurs. The technical assistance will be provide to low income persons who self-certify their income falls below 80% AMI and that their business has less than 5 total persons. The activity will fall under 18C-ED Micro-Enterprise and will accomplish LMCMC National Objective.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	50 business will receive technical assistance
	Location Description	23 E Beach Street, Watsonville, CA 95076
	Planned Activities	Subrecipient grant to El Pajaro Community Development Corporation, a non-profit organization, for providing micro-enterprise business technical assistance and general technical assistance to small businesses. The Programs to be funded will be the Business Incubator Program and the Incubator Without Walls program
6	Project Name	Ramsay Park Accessibility Y Parking Lot Improvements Ph. I
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$200,000
	Description	The park is currently deficient of dedicated sidewalks and pathways for pedestrians that are forced to walk along edges of the parking lot shared with cars. There is also no pedestrian access from Main St. to the Community Center and other park amenities. Additionally, the park is used as a gateway to commute to nearby schools, shopping centers, and residences. The parking lot is severely deteriorated and uneven, posing safety issues. Furthermore, there is very little ADA-accessible routes and the pedestrian conditions for the public using park are unsafe, which discourages park usage. This project would greatly expand and enhance pedestrian facilities, ADA-compliant access, and non-vehicular access throughout the park with the installation of sidewalks, transitions, trails, ADA ramps, striping, and parking lot resurfacing along with generally rehabilitating and preserving the public infrastructure for the future. This project will fall under matrix code 03F-Parks, Recreational Facilities and will meet the LMA National Objective-570.201(C).
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	An estimated 16,382 of low-mod income persons utilize Ramsay Park.
	Location Description	1301 Main Street, Watsonville, CA 95076
	Planned Activities	Phase II-This project includes installation of several pedestrian and accessibility improvements at Ramsay Park. The existing parking lot would be resurfaced, resealed, and re-striped to eliminate severe cracks, uneven surfaces, restore the lot, and reconfigure striping with improved ADA accessible parking stalls around proposed pedestrian improvements. Additionally, new pedestrian sidewalks, pathways, and ADA ramps, railings would be installed and existing non-compliant ADA features renovated for ADA compliance at the park entrance, parking lot perimeter, West-side of the park, and at the picnic /playground area to provide improved and safer access to the and surrounding neighborhood
7	Project Name	Housing Rehabilitation Program
	Target Area	
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Affordable Housing
	Funding	\$100,000
	Description	The on-going Watsonville Housing Rehabilitation Program assists in the rehabilitation of homes owned or rented by low- and moderate-income residents. In addition to the provision of low-interest loans for rehabilitation projects, City staff assists eligible participants to develop the scope of work and plans and specifications for their projects, and handle contract bidding and construction management. The City anticipates rehabilitating up to three housing units during 2021. This activity will fall under matrix code 14A Rehab; Single-Unit Residential. The housing rehabilitation program will meet the LMA National Objective-570.202(C).
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	3 Housing Units
	Location Description	City-wide program
	Planned Activities	To address units that are found to be deteriorated, deteriorating, and/or unsafe living conditions.
8	Project Name	Senior Center Kitchen ADA & Other Improvements Ph. II
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	\$150,000
	Description	The Watsonville Senior Center has an outdated kitchen with a poor layout making it hard to access and utilize by the Centers Senior Citizen participants. Upgrades inside the building are necessary to optimize access. Cabinetry, plumbing, fixtures, and furnishings would be re-done to comply with commercial kitchen codes. Additionally, the Centers existing single pane doors and windows would be replaced with double-pane units which will make the building more energy efficient and save heating and cooling costs. This project will fall under matrix code 03A Senior Centers and will meet the LMC National Objective 570.201(C)
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	7320 low income persons that utilize the Center
	Location Description	114 East Fifth Street, Watsonville, CA 95076

	Planned Activities	Phase II-The Watsonville Senior Center has an outdated kitchen with a poor layout making it hard to access and utilize by the Center's Senior Citizen participants. Upgrades inside the building are necessary to optimize access and make it ADA compliant.
9	Project Name	Contingency-Ramsay Park Accessibility & Parking Lot Imp. Ph. II
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	\$200,000
	Description	The park is currently deficient of dedicated sidewalks and pathways for pedestrians that are forced to walk along edges of the parking lot shared with cars. There is also no pedestrian access from Main St. to the Community Center and other park amenities. Additionally, the park is used as a gateway to commute to nearby schools, shopping centers, and residences. The parking lot is severely deteriorated and uneven, posing safety issues. Furthermore, there is very little ADA-accessible routes and the pedestrian conditions for the public using park are unsafe, which discourages park usage. This project would greatly expand and enhance pedestrian facilities, ADA-compliant access, and non-vehicular access throughout the park with the installation of sidewalks, transitions, trails, ADA ramps, striping, and parking lot resurfacing along with generally rehabilitating and preserving the public infrastructure for the future. This project will fall under matrix code 03F-Parks, Recreational Facilities and will meet the LMA National Objective-570.201(C).
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 16,382 of low-mod income persons utilize Ramsay Park.
	Location Description	1301 Main Street, Watsonville, CA 95076

	Planned Activities	Phase II-This project includes installation of several pedestrian and accessibility improvements at Ramsay Park. The existing parking lot would be resurfaced, resealed, and re-striped to eliminate severe cracks, uneven surfaces, restore the lot, and reconfigure striping with improved ADA accessible parking stalls around proposed pedestrian improvements. Additionally, new pedestrian sidewalks, pathways, and ADA ramps, railings would be installed and existing non-compliant ADA features renovated for ADA compliance at the park entrance, parking lot perimeter, West-side of the park, and at the picnic /playground area to provide improved and safer access to the and surrounding neighborhood
10	Project Name	Contingency-Franich Park Accessibility & Parking Lot Imp.
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	\$25,000
	Description	The parking lot is deteriorated and needs to be repaired. The parking lot needs to be resurfaced, resealed, and re-striped to eliminate all the cracks, repair the lot, and comply with all ADA parking stalls. This project will fall under matrix code 03F-Parks, Recreational Facilities and will meet the LMA National Objective-570.201(C).
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	1,005 low income persons who reside near the park (Census Tract 1105.01, Block Group 3)
	Location Description	795 Vista Montana Drive, Watsonville, CA 95076
	Planned Activities	The existing parking lot would be resurfaced, resealed, and re-striped to eliminate cracks, repair the lot, and improve ADA accessible parking stalls.
11	Project Name	Contingency-Ramsay Park dog Park & Accessibility Imp.
	Target Area	
	Goals Supported	Public Facilities

	Needs Addressed	Public Facilities
	Funding	\$372,048
	Description	The proposed construction location of the dog park is within Ramsay Park and is on an existing hilltop in order to keep it a safe distance away from planned playground amenities, will necessitate much needed accessibility improvements for park users to access the dog park. Currently, access to the hilltop already needs to be improved, so improved accessibility to the dog park would provide a co-benefit by enhancing the ability of park users to access other amenities within the hilltop area as well. This project will fall under matrix code 03F-Parks, Recreational Facilities and will meet the LMA National Objective-570.201(C).
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 16,382 of low-mod income persons utilize Ramsay Park.
	Location Description	1301 Main Street, Watsonville, CA 95076
	Planned Activities	The dog park and proposed pedestrian and ADA improvements. Increased inclusive and enhanced pedestrian access to and through the park.
12	Project Name	Contingency-Peace Drive Park Accessibility & Pedestrian Imp.
	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	\$100,000
	Description	This project will fall under matrix code 03F-Parks, Recreational Facilities and will meet the LMA National Objective-570.201(C).
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	1,005 low income persons who reside near the park (Census Tract 1105.01, Block Group 3)
	Location Description	Peace Park
	Planned Activities	

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Not applicable. Entitlement funding will be distributed citywide, as eligible.

Geographic Distribution

Target Area	Percentage of Funds

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable.

Discussion

Not applicable.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City currently operates First Time Homebuyer, Housing Rehabilitation and Inclusionary Housing Programs, all of which are designed to further the affordable housing needs of the community. Funding for these Programs is provided by multiple funding sources including HOME, CDBG, CalHome and Inclusionary Housing in-lieu fees.

While there are only a few direct services located in Watsonville, the City will continue to work with the Continuum of Care and other agencies that provide direct supportive services.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	3
Special-Needs	0
Total	3

Table 5 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	3
Acquisition of Existing Units	0
Total	3

Table 6 - One Year Goals for Affordable Housing by Support Type

Discussion

Ongoing rental assistance is provided through the Housing Authority of Santa Cruz County. In addition, funding constraints at the local, State and Federal levels have limited the funding available to accomplish some of the goals such as developing and acquiring housing. Consequently, Watsonville relies on private developers, non-profits, public housing and social service agencies to provide the majority of affordable housing and assists mainly through its development process.

AP-60 Public Housing – 91.220(h)

Introduction

The 8 formerly “public housing” complexes located in the City of Watsonville have been converted for use in the Section 8 Voucher program. These complexes are owned and operated by New horizons Affordable Housing and Development Inc., a nonprofit subsidiary of the Housing Authority of Santa Cruz County (HACO). In addition, HACO offers housing choice vouchers (formerly Section 8) that can be used in Watsonville. HACO also offers Project Based Vouchers (PBV). Pippin Orchard Apartments and Pajaro Valley Shelter Service are projects located in the City that have been fully developed and occupied with these PB vouchers. HACO has its own policies and procedures for inspections and maintenance of units they own or manage for New Horizons that are occupied by voucher users.

Actions planned during the next year to address the needs to public housing

The Housing Authority of Santa Cruz County (HACO) has issued a request for proposals for Project Based Vouchers (PBV). This Request for Proposals (RFP) is published on an ongoing basis to provide interested parties in the community with the opportunity to request additional Project Based Vouchers. The Housing Authority has conditionally approved project based voucher for 37 units in Eden Housing’s 1482 Freedom Blvd development, 40 units for Miles Lane, and 37 units for Pippin Phase II in Watsonville. The commitment of Project Based Vouchers can assist with the financing of new affordable developments.

The Housing Authority invites affordable housing development through the RFP process.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Housing Authority administers a small Family Self Sufficiency (FSS) program for Low Income Public Housing tenants and Housing Choice Voucher program participants. Through this program, FSS families establish a self-sufficiency goal. As the household makes progress toward their goal, and their income increases, the Housing Authority puts the increase in their portion of rent into an escrow account on their behalf. When the family achieves the goal, they receive all of the money in the escrow account. Some families in this program have established a goal of homeownership and have used their escrow money towards the down payment of a home. Public housing residents also participate in a Resident Advisory Board that meets annually to review and discuss proposed changes to the Housing Authority’s Agency Plan.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable. The Housing Authority of the County of Santa Cruz is designated by HUD as a High

Performer.

Discussion

In addition to the above actions, the HACO will continue to offer housing choice vouchers and manage the New Horizons affordable units located in Watsonville, and provide additional programs and services such as security deposit assistance and landlord incentive programs.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Watsonville is part of the Homeless Action Partnership (HAP) is a broad-based, community-wide action team, which has met every two months since 1996 to implement a Continuum of Care (CoC) strategy for resolving homelessness. The HAP's vision is that all Santa Cruz County residents will have the stable housing and appropriate services they need to live in dignity and reach their highest potential. Its mission is to develop and implement a coordinated system of housing and services for preventing and ending homelessness in Santa Cruz County. A CoC strategy organizes and delivers housing and services to meet the specific needs of homeless people as they move from the streets to stable housing and maximize self-sufficiency. A CoC strategy includes housing and services for a variety of homeless subgroups, including families, chronically homeless, seriously mentally ill, chronic substances abusers, veterans, persons with HIV/AIDS, victims of domestic violence, and unaccompanied youth.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Watsonville has several short-term goals for addressing homelessness over the next program year. These include The vision of the strategic plan is that the diverse residents of Santa Cruz County will have access to safe, stable housing, residents will have incomes to support their well-being, and will have access to culturally competent services empowering them to meet their basic needs and lead dignified lives.

Our mission is to prevent, dramatically reduce, and eventually end homelessness and its impact on communities throughout Santa Cruz County by implementing effective programs and strategies, by working collaboratively to increase key resources and change systems to better meet the needs of diverse homeless sub-populations, and by engaging all persons and organizations needed to work together for these purposes.

The most recent Santa Cruz County Point-in-Time (PIT) count that information is available from was conducted on January 31, 2019. Enumeration teams consisting of approximately 95 local volunteers canvassed all 52 U.S Census Tracts in Santa Cruz County to directly observe persons in non-shelter, non-service, public locations. Local shelters and institutions reported their occupancy for the night prior to the count to insure that all homeless individuals and families both sheltered and on the street, were counted. Individual needs were assessed via a full year of extensive community participation and feedback from over 250 stakeholders, including people who have experienced homelessness themselves. At the very core of these strategic priorities is the intent to use the evidence-

based Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT)¹ to match individuals and families to the most appropriate housing and service intervention available. In this way, residents experiencing the longest-term, chronic homelessness – often the most visible – will be prioritized for services. As our Continuum of Care partnership evolves, we are moving to Implementing and operating a single coordinated entry system that will place homelessness data and data systems, including CoC-wide Homeless Management Information System (HMIS) into one secure database accessible by all of the CoC partners. This will make it even more possible to make any door – the right door” for accessing services in our community.

Addressing the emergency shelter and transitional housing needs of homeless persons

The CoC’s goal is to limit the stay in transitional and emergency shelter and back into housing as quickly as possible, discharge planning as way to prevent homelessness among persons leaving other systems of care, and emergency shelter and transitional housing as an interim housing solution pending the availability of suitable permanent housing. Under the Ten Year Plan, community members:

- Delivered extensive prevention and rapid rehousing services (including financial assistance and housing stabilization services) through the federal HPRP, state administered Emergency Solutions Grants (ESG), federal CalWORKS Housing Support Program, federal Supportive Services for Veteran Families (SSVF) program, and County and City sources (that target senior and medically frail persons). Through a \$4 million HPRP grant alone, 14 agencies collaborated to serve 885 households (2,053 persons), 83% of whom retained or obtained permanent housing.⁴⁵ Coordinated strategically with representative from the Foster Care, Mental Health, Public Health, and Corrections systems to implement protocols to avoid discharging people to homelessness and to help prevent institutional recidivism.
- Developed new emergency shelter programs to cope with influx of persons newly homeless, including the 90-bed Rebele Family Shelter, 46-bed Paul Lee Loft Shelter for adults, and 12-bed Paget Center for homeless veterans, while maintaining a sizable preexisting stock of emergency shelter and transitional housing, serving varied populations and subpopulations such as families, adults, seriously mentally ill, persons with drug or alcohol issues, emancipating foster youth, persons with HIV/AIDS, and farm workers.
- Piloted nationally recognized, innovative models of permanent supportive housing for persons experiencing chronic homelessness with serious mental illness and substance addictions, including the 13-bed Nuevo Sol project, 33-bed MATCH project, and 36-bed Shelter Plus Care program.
- Emphasized housing the most medically vulnerable persons as part of the national 100,000 Homes Campaign, succeeded in housing more 200 from this population, and the Housing Authority of the County of Santa Cruz created 120 Housing Choice Voucher preference slots for program participants.

Our short term goals (one to three years) are to 1. Establish a countywide steering committee of

representatives of the key partners serving families to develop a method for identifying families most in need of prevention services. 2. Target 10% of the permanent supportive housing beds and 50% of the rapid rehousing beds proposed above to families to meet the relative need. 3. Provide the new rapid rehousing programs in collaboration with existing family interim housing to assure a continuum of services. 4. Sustain existing family (and domestic violence) shelters to meet the scale of need (including for woman only and women with children). Coordinate common lengths of stay, self-sufficiency goals and outcomes among all family shelters. 5. Working with coordinated entry, develop a common policies and a shared family waiting list, making appropriate housing interventions, based on severity of need. 6. Link children experiencing homelessness and their families to the County Office of Education Students in Transition Program. 7. Advocate for a “limited local preference” for families experiencing homelessness who are on the waiting list for the Housing Choice Voucher Program.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Continuum of Care (CoC) is working on obtaining more permanent, supportive housing in our community by marketing and educating property and complex owners that subsidized housing is such a bad thing as some have stereotyped it to be. The monthly rent is guaranteed and supportive services such as budgeting and health care are often packaged with the voucher. This action should free up more transitional housing and make more emergency shelter available.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Community resources for people recently released from mental and physical health institutions are The Santa Cruz County Mental Health Team with services that include Coordinated Care Treatment Teams for Older Adults Team, a Recovery Team (26 and above) that provides coordinated care to individuals with chronic mental illnesses with severe functional impairments, a South County Adult (SCA) Team that provides coordinated care to mental health patients living in Watsonville and the southern areas of Santa Cruz County who are in need of case management, medication services and therapy, and a Transition Age Youth (TAY) Team (Youth 18-25) that will coordinate care to young adults with a major mental illness who are in need case management, medication services, therapy as well as vocational and

educational supports.

Also serving this targeted population is The Homeless Persons Health Project (HHP) provides services throughout Santa Cruz County to homeless or marginally housed youth, adults, and families with children.

The Recuperative Care Center (RCC) is operated through a partnership between HSC and the County Homeless Persons' Health Project (HHP), with the support and investment of Dominican Hospital/Dignity Health, Watsonville Community Hospital, Central California Alliance for Health, Hospice of Santa Cruz, the County Health Services Agency, and the Health Improvement Partnership.

Discussion

The City of Watsonville will continue to participate in the Santa Cruz County Continuum of Care (CoC) to find ways to assist homeless persons, especially chronically homeless individuals and families, veterans and their families and unaccompanied youth. The City will use a combination of federal, state, and local resources to rapidly re-house and stabilize homeless individuals, especially chronically homeless individuals and families, families with children, veterans and their families and unaccompanied youth. The City of Watsonville will work with local service providers, housing authorities, and the Veterans Administration via the CoC to secure housing assistance for the homeless in Santa Cruz County.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Many factors can impact development and affect affordable housing such as market conditions, environmental/physical constraints, government codes, and budgetary limitations. Watsonville is committed to finding ways to alleviate these constraints and address the needs of the community as previously discussed and outlined below.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Barriers such as those discussed previously are considered and addressed in the City's Housing Element and General Plan, which the City is currently in the process of updating. Programs such as the First Time Homebuyer and Housing Rehabilitation Programs will continue to be offered and the City will continue to operate its Inclusionary Housing Program to provide and preserve affordable housing. Code enforcement activities will continue to be carried out to eliminate blight, which can affect investment, depress property values and impact the quality of life in a neighborhood.

In addition, the City has and will continue to seek out funding available for programs that support affordable housing and/or to assist with costs associated with development of affordable housing. Financial and non-financial support will continue to be provided to other programs, developers and governmental agencies involved in affordable housing and supportive services. Watsonville has and will continue to actively participate with other agencies and organizations in programs and policies that could affect the housing or the quality of life in Watsonville.

Discussion:

Watsonville's budgetary constraints, which is further affected by decisions and issues at the state and national level, have limited the funding available to address local housing and infrastructure needs and supportive services. Consequently, the City has had to look for other ways of addressing the housing needs of the community.

As part of the City Council's Strategic Plan, Housing is one of the Council's top priorities, including expanding quality housing opportunities, preserving existing affordable housing for Watsonville residents, and reviewing housing and land use policies that maximize development potential. Areas of focus include community education and outreach, Affordable and low-income units and rental housing, workforce housing opportunities, and homeownership assistance. The City of Watsonville still faces a number of challenges in addressing local housing needs. These include diminishing affordability in northern Santa Cruz County jurisdictions that increases the demand for lower-cost housing in

Watsonville. This market demand increases housing prices, resulting in overpayment and overcrowding for Watsonville residents.

AP-85 Other Actions – 91.220(k)

Introduction:

The greatest obstacle to meeting any underserved need is the lack of sufficient funding, including:

- Limited availability of funding from federal, state and other sources
- Limited availability of developable land
- High cost of housing and provisions in the area, which increases the difficulty of meeting affordable housing needs; and
- Reduced or frozen funding from the state, and other sources due to inadequate state revenue

Actions planned to address obstacles to meeting underserved needs

Most of the obstacles identified above are beyond the control of the City of Watsonville. The reduction in State and Federal funding limits the City's ability to address needs, however, staff actively seeks to leverage any funding to the extent possible and continue to lobby State and Federal agencies to provide adequate funding. The limited availability of land is caused by County actions, however we continue to seek opportunities to address needs by utilizing infill strategies. The high cost of housing is directly attributable to the artificial limits on housing growth that are placed on the City by the County and State, but the City is seeking to maximize the available opportunities to increase the supply of housing. In addition to exploring potential updates to the City's infill policies in order to allow higher densities in transit corridors, the City is proposing an Expanded Urban Service Line in its 2030 General Plan. If the Plan is approved, it could potentially allow annexation of additional buildable land to the City limits.

The City is committed to finding new ways to fund these activities through leveraging the existing available funds and by seeking to implement other special tax districts to deal with blight and poverty issues.

The City will continue to work with non-profit housing and service providers to collaborate on improving awareness and expansion of available resources to address the needs of the homeless population.

Actions planned to foster and maintain affordable housing

Low to 0% interest loans will continue to be offered through the City's First Time Homebuyer and Housing Rehabilitation Programs. These Programs provide gap financing to make it more affordable for low income individuals to purchase a home and financial/technical assistance to low income homeowners or homeowners who rent to low income households make repairs to an existing home.

The City's Economic Development efforts have resulted in a substantial increase in jobs in Watsonville in spite of the slow recovery from the COVID-19 pandemic. The Economic Development program includes

business retention, expansion, attraction and gardening efforts. While the City is constrained by a lack of developable land, the City has been able to find users for nearly all of the existing opportunity sites, and are actively working to rehabilitate and increase job density in areas that have underutilized spaces. The City also works with local partner agencies like the El Pájaro Community Development Corporation, the Small Business Development Center and the Workforce Investment Board to provide education, job training, incubation/acceleration and other efforts to ensure the workforce is properly trained and prepared to take new jobs as they become available. Staff also works closely with the local community college, universities and other institutions of higher learning to identify potential new business development opportunities, and to coordinate existing workforce needs.

Code enforcement is another important tool in preserving and maintaining the quality of existing housing. Inspection and monitoring efforts provided by an active Code Enforcement Program ensure a safe and healthy environment and reduce the cost burdens that can impact affordability, especially when combined with other housing assistance programs.

The City will continue to look for opportunities to assist developers, non-profits, and other providers in preserving and constructing affordable housing to meet the needs of the community. Currently, the City's main affordable housing resource is its Inclusionary Housing Program. This Program either collects an in-lieu fee for new construction or requires a percentage of new housing construction (7 or more units) be restricted for purchase or rent by low to above moderate income households at affordable prices. The income limits for this Program are based on 70% of the AMI. The fees collected are used to further affordable housing goals.

Actions planned to reduce lead-based paint hazards

All applicants assisted through the City's Housing Rehabilitation Program will be provided information on lead based paint. If the unit was built prior to 1978, it will be tested for LBP and any hazards will be abated. Contractors working with the Program will be required to obtain EPA Lead-Safe Certification and use safe work practices when performing work on pre-1978 units.

In addition, those homes purchased using the City's First Time Homebuyer or through the Inclusionary Housing Programs will be inspected as part of the application process and any lead based paint hazards that are found will be required to be abated prior to funding approval.

Actions planned to reduce the number of poverty-level families

The City of Watsonville will support various public service programs, both with CDBG funding and its own General Fund, to provide essential services aimed at helping to reduce the number of poverty-level families, including supporting programs that meet the critical needs of family, such as food and medical

care.

Actions planned to develop institutional structure

One of the Institutional gaps identified was that not all services are located in the City of Watsonville. As a result, residents must travel to receive some services. The City will continue to work with service providers to offer services in Watsonville, and will support those programs that do so. New applicants for Social Service Grant funding are required to complete a Focus Watsonville addendum that specifically seeks to identify services and resources provided in Watsonville, including:

- What percentage of this grant will be used for Watsonville residents?
- How many unduplicated clients were from Watsonville last year?
- Do you have a Watsonville office?
- What is the number of your Watsonville Staff?
- How many of Watsonville staff speak Spanish?
- Race / Ethnicity of Watsonville staff and clients
- Briefly describe your accomplishments in Watsonville in the past 12 months
- Specify how you coordinate with other agencies to provide services in Watsonville.

A regional online and telephone referral service called 2-1-1 offers a comprehensive listing of services in the County.

Actions planned to enhance coordination between public and private housing and social service agencies

To ensure an environment of mutual cooperation is an important goal of Watsonville. City efforts to support local agencies, other jurisdictions, developers and providers of housing and supportive services will continue to involve participation on various boards, at various meetings and events as well as project collaborations. Opportunities to encourage and assist affordable housing efforts will continue to be pursued through improved development procedures, assistance and cooperation.

Discussion:

The City of Watsonville will continue to support providers of housing and supportive services utilizing all available resources to meet the needs of its residents and businesses. Many of the obstacles limiting the City's ability to meet these needs are beyond the City's control such as limited funding, lack of developable land, and government regulations imposed by the County and State. However, the City continues to actively pursue opportunities to expand available resources and identify other means of addressing the needs of its community.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

The City of Watsonville will follow all HUD regulations in the implementation of programs and activities in the 2021-2022 Annual Action Plan concerning the use of program income, forms of investment, and overall low- and moderate-income benefit for the CDBG program.

The following provides additional information about the CDBG program income and program requirements.

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included projects to be carried out.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	80,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	80,000

Other CDBG Requirements

1. The amount of urgent need activities	0
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2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%
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Discussion:

This Action Plan is being designated as year two of a one-year overall benefit period consisting of 2021.

2021 Action Plan Community Development Block Grant (CDBG)

City of Watsonville
Community Development
Department

CDBG Background

- ▶ Program Overview
- ▶ Goals and National Objectives
- ▶ Eligible Activities
- ▶ Requirements and Funding Priorities

CDBG National Objectives

All CDBG activities must meet at least one of three National Objectives:

- ▶ Benefit Low- to Moderate-Income Persons or Households
 - at or below 80% of County median income
- ▶ Prevent or Eliminate Slum and Blight
- ▶ Serve Urgent Community Need
 - Natural Disaster Recovery, urgent public health measures

Examples of Eligible Activities

- ▶ Rehabilitation of housing and other buildings
- ▶ Public facilities and infrastructure:
 - Construction and improvements of public utility systems, streets, neighborhood centers
- ▶ Public Services (within limits 15% cap)
- ▶ Energy conservation and renewable energy measures
- ▶ Economic development and job creation/retention activities, and
- ▶ Other activities meeting the National Objectives

Examples of Ineligible Activities

- ▶ Acquisition, construction, or reconstruction of buildings for the general conduct of government
- ▶ Equipment, operating and maintenance expenses
- ▶ Political activities
- ▶ Certain income payments:
 - ▶ Subsistence or welfare-type grants to an individual or family, and
 - ▶ Construction of new housing by local governments

CDBG Funding Requirements

- ▶ At least 70% of block grant expenditures must “principally benefit” low- and moderate-income persons (overall benefit)
- ▶ ALL CDBG expenditures must address at least one of the national objectives:
 - ▶ Low- and Moderate-Income Benefit
 - ▶ Elimination of Slum and Blight
 - ▶ Urgent Community Needs

CDBG Priorities

- ▶ Affordable Housing
- ▶ Economic Development
- ▶ Public Services
- ▶ Public Facilities

CDBG Funds Available for 2021

Funds	Amount
2021 Entitlement Grant	\$798,441
Program Income (2021 Estimated Receipts)	\$80,000
2020 Unused Funds (for re-appropriation)	\$137,518
Total available	\$1,015,959

2021 CDBG Funding Proposal

Activity Summary	Amount
Public Services (Statutory limit: 15% of total)	\$122,259
Affordable Housing	\$200,000
Economic Development	\$50,000
Public Facilities	\$350,000
Loan Repayment	\$161,934
Planning and Administration (Statutory limit: 20% of total)	\$131,766
Total	\$1,015,959

Public Services

- ▶ Youth Center Recreation Services \$122,259

Operation of the City's youth recreation programs to provide youngsters with positive alternatives to crime, drugs and gangs; and safe educational and healthy after-school activities

Affordable Housing

- ▶ Housing Rehabilitation Program \$100,000
 - Deferred and/or low-interest loans for rehabilitation and repair of housing owned and/or occupied by lower income households

- ▶ Code Enforcement \$100,000
 - Funding for two full-time code enforcement officers

Economic Development

- ▶ Small Business / Microenterprise \$50,000
 - El Pájaro Community Development Corporation
- ▶ Section 108 Loan Payment \$161,934
 - Civic Plaza Parking Structure debt service

Public Facilities

- ▶ Ramsay Park ADA Accessibility and Parking Lot Improvements Ph. I
\$200,000
- ▶ Senior Center ADA Kitchen and Other Improvements Ph. II
\$150,000

Planning and Administration

- ▶ General Program Administration
\$131,766
 - Plans and studies, accounting, budgeting, reporting, planning, program guidelines and monitoring of CDBG activities

Staff Recommendation

- ▶ Staff recommends that following the public hearing, the City Council adopt a Resolution to approve the submittal of the 2021-2022 Annual Action Plan



Agenda Report

MEETING DATE: Tuesday, May 11, 2021

TO: City Council

FROM: PUBLIC WORKS & UTILITIES DIRECTOR PALMISANO
DARREN GERTLER, SCIENCE WORKSHOP COORDINATOR

SUBJECT: CONTRACT FOR SERVICE AGREEMENT BETWEEN THE PÁJARO VALLEY UNIFIED SCHOOL DISTRICT AND THE CITY OF WATSONVILLE IN THE AMOUNT OF \$200,000 IN SUPPORT OF ACCESSIBLE SCIENCE EDUCATION

STATEMENT OF ISSUES:

Accept and appropriate a contract between Pájaro Valley Unified School District and the City of Watsonville to support accessible science education.

RECOMMENDED ACTION:

It is recommended that City Council authorize the City Manager to accept, appropriate, and sign a \$200,000 Contract for Service Agreement (CSA) with the Pájaro Valley Unified School District. The District will pay for the Science Workshop to operate drop-in Science programming at its three locations: River Park, 2nd Street, and Mobile Science Van.

DISCUSSION:

Over the last year, distance learning due to COVID-19 has become a significant challenge for students, teachers, and parents. To lessen the effects of distance learning, our Environmental Science Workshop and the PVUSD are combining resources so that the learning gap can be narrowed this summer via drop-in learning at the Science Workshop.

The project will directly benefit the Science Workshop because it will greatly expand its reach during the COVID-19 shut down. This new partnership will also pave the way for the Science Workshop to work more closely with PVUSD teachers in the future.

STRATEGIC PLAN:

This contract from the Pájaro Valley Unified School District supports the Strategic Plan in several ways: 3.C.2 Teen/ Youth Green Careers, 5.A.6. Utilities Outreach Programs, and 5.G.1. Environmental Science Workshop.

FINANCIAL IMPACT:

There is no financial impact to the City for implementing this contract. All program costs will be paid by the Pájaro Valley Unified School District through this agreement. It will be appropriated to the Special Grants Fund 0260.

ALTERNATIVE ACTION:

If this contract is denied an alternative funding source would have to be secured in order to provide this service.

ATTACHMENTS AND/OR REFERENCES (If any):

None.

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING A \$200,000 SITE SERVICES AGREEMENT / SHORT-TERM BETWEEN THE CITY OF WATSONVILLE AND THE PÁJARO VALLEY UNIFIED SCHOOL DISTRICT, FOR THE CITY'S ENVIRONMENTAL SCIENCE WORKSHOP TO OPERATE DROP-IN SCIENCE PROGRAMMING AT ITS THREE LOCATIONS: RIVER PARK, MARINOVICH COMMUNITY CENTER, AND THE MOBILE SCIENCE VAN, COMMENCING ON APRIL 28, 2021, AND ENDING JUNE 30, 2021, AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE SAME; AND APPROPRIATING SUCH FUNDS TO THE SPECIAL GRANTS FUND

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the Site Services Agreement / Short-Term between the City of Watsonville and the Pájaro Valley Unified School District, for the City's Environmental Science Workshop to operate drop-in science programming at its three (3) locations: River Park located at 100 E. Front Street, Marinovich Community Center located at 120 Second Street and the Mobile Science Van, commencing on April 28, 2021, and ending June 30, 2021, in an amount not to exceed \$200,000, a copy of which Agreement is attached hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.

2. That the City Manager be and is hereby authorized and directed to execute said Agreement and any amendments thereto, and all required documents for and on behalf of the City of Watsonville.

3. That the budget appropriation of \$200,000 to the Special Grants Fund [0260] is hereby authorized.

**SITE SERVICES AGREEMENT / SHORT-TERM
(INDEPENDENT CONTRACTOR)**

This Site Services Agreement ("Agreement") is made as of APRIL 28TH, 2021, between the PAJARO VALLEY UNIFIED SCHOOL DISTRICT ("District") and CITY OF WATSONVILLE ("Contractor") (together, "Parties").

- 1. Services.** The Contractor shall furnish to the District ONLINE AND RECORDED STEAM LESSONS; DISTRIBUTION OF SCIENCE MATERIALS FOR LESSONS, as further detailed in **EXHIBIT A**, attached hereto and incorporated herein by this reference ("Services"), at EXTENDED LEARNING DEPARTMENT, located at 294 GREEN VALLEY RD, WATSONVILLE, CA 95076 ("Site").

1.1. Contractor will have until June 30th, 2021 to perform the Services.

1.2. District compensation to the Contractor shall **not exceed \$200,000.00 (\$TWO HUNDRED THOUSAND dollars and no cents)** inclusive of any costs or expenses paid or incurred by Contractor in performing the Services. Payment shall be made for all undisputed amounts within thirty (30) days after the Contractor submits a detailed invoice to the District's Accounts Payable Department for Services actually performed.

1.3. Contractor shall furnish, at his/her own expense, all tools, labor, materials, equipment, supplies, transportation services and any other items (collectively, "Equipment") necessary to complete the Services. District shall not be responsible for any damages to persons or property as a result of the use, misuse or failure of any Equipment used by Contractor of the Contractor's agents, personnel, employee(s), and/or subcontractor(s) ("Contractor Parties"), even if such Equipment is furnished, rented or loaned to Contractor or Contractor Parties by District. Contractor shall secure and maintain in force, at Contractor's sole cost and expense, all licenses, registration and permits as are required by law, in connection with the furnishing the Services.

- 2. Independent Contractor.** Contractor, in the performance of this Agreement, shall be and act as an independent contractor with the sole authority for controlling and directing the performance of the details of the Services, District being interested only in the results obtained. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees. By checking the applicable box below, Contractor hereby represents and warrants to District the following:

☐ Contractor does not employ anyone in the manner subject to the workers' compensation laws of California; or

☒ Prior to commencing Services under the Agreement, Contractor has submitted and the District approved the Workers' Compensation Certification, attached hereto and incorporated herein by this reference.

- 3. PERS and STRS Compliance.** If Contractor is an individual, Contractor must answer the following (Contractors that are business entities may disregard):

Are you now, or have you ever been, a member of the Public Employees' Retirement System (PERS) or the State Teachers' Retirement System (STRS)?

☒ No • Yes. If yes, • PERS or • STRS. • Retired PERS or STRS

• I certify that all Services shall be rendered at times other than my regular assigned workday at that agency.

Note: Individuals paid as a consultant but later hired by District as an employee will be subject to payroll taxes for all earnings accrued in the calendar year hired, including any consult fees earned in the year.

- 4. Fingerprinting.** Contractor and the Contractor Parties shall only have limited or no contact with District students at all times during the Term of this Agreement. Contractor will be in the immediate presence of a District staff member should Contractor have contact with students while conducting the Services.
- 5. Confidentiality.** The Contractor and all Contractor Parties shall maintain the confidentiality of all information received in the course of performing the Services. This requirement to maintain confidentiality shall survive termination of this Agreement.
- 6. Safety and Security.** Contractor is responsible for maintaining safety in the performance of this Agreement. Contractor shall be responsible to ascertain from the District the rules and regulations pertaining to safety, security, and driving on school grounds, particularly when children are present.
- 7. Termination by District.** District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for Services satisfactorily rendered to the date of termination. Upon termination, Contractor shall provide the District with all documents produced maintained or collected by Contractor pursuant to this Agreement, whether or not such documents are final or draft documents.
- 8. Indemnification.** To the furthest extent permitted by California law, Contractor shall, at its sole expense, indemnify, and hold harmless the District, the State of California, and their agents, representatives, officers, contractors, employees, trustees, and volunteers (the "District Parties") from any and all demands, losses, liabilities, claims, suits, and actions (the "Claims") of any kind, nature, and description, including, but not limited to, personal injury, death, property damage, and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of the Agreement or from any activity, work, or thing done, permitted, or suffered by the Contractor under or in conjunction with this Agreement, unless the Claims are caused wholly by the sole negligence or willful misconduct of the District Parties. Contractor shall, to the furthest extent permitted by California law, defend the District Parties at Contractor's own expense, from any and all Claim(s) and allegations relating thereto with counsel approved by District where such approval is not to be unreasonably withheld.
- 9. Limitation of District's Liability.** District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the Services performed in connection with this Agreement.
- 10. Contractor's Insurance.** Contractor has in force, and during the term of this Agreement shall maintain in force with the indicated limits attached to this agreement. Contractor shall provide to the District certificate(s) of insurance and endorsements satisfactory to the District. The policy(ies) shall not be amended or modified and the coverage amounts shall not be reduced without thirty (30) days' written notice to the District prior to cancellation. Except for worker's compensation insurance, the District shall be named as an additional insured on all policies. Contractor's policy(ies) shall be primary; any insurance carried by the District shall only be secondary and supplemental. Contractor shall not allow any subcontractor, employee, or agent to commence work on this Agreement or any subcontract until the insurance required of Contractor, subcontractor, or agent has been obtained.
- 11. Compliance with Laws; Effect of Noncompliance.** Contractor shall observe and comply with all rules and regulations of the governing board of the District and all federal, state, and local laws, ordinances and regulations.

- 12. Labor Code Requirements.** If applicable, Contractor shall comply with all applicable provisions of the California Labor Code, Division 3, Part 7, Chapter 1, Articles 1 – 5, including, without limitation, the payment of the general prevailing per diem wage rates for public work projects of more than one thousand dollars (\$1,000). Copies of the prevailing rate of per diem wages are on file with the District or available online at <http://www.dir.ca.gov/>. In addition, the Contractor and each subcontractor shall comply with Chapter 1 of Division 2, Part 7 of the California Labor Code, beginning with Section 1720, and including Section 1735, 1777.5 and 1777.6, forbidding discrimination, and Sections 1776, 1777.5 and 1777.6 concerning the employment of apprentices by Contractor or subcontractors. Willful failure to comply may result in penalties, including loss of the right to bid on or receive public works contracts.
- 12.1. Registration:** Contractor and its subcontractor(s) shall be registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 and in accordance with Labor Code section 1771.1.
- 12.2. Registered Subcontractor List:** Within 30 days of the award of contract or prior to commencing the Services under this Agreement, whichever occurs first, Contractor shall provide District all information required by Labor Code section 1773.3, as amended by Stats. 2017, Ch. 28, Sec. 21, for Company and all tiers of Subcontractors to enable District to provide notice to the Department of Industrial Relations (DIR) of the Agreement (PWC-100 form). Contractor shall submit and maintain an updated Registered Subcontractor List including all Subcontractors of any tier furnishing labor, material, or equipment.
- 12.3. Certified Payroll Records:** Contractor and its subcontractor(s) shall upload certified payroll records ("CPR") electronically using California Department of Industrial Relations' (DIR) eCPR System by uploading the CPRs by electronic XML file or entering each record manually using the DIR's iform (or current form) online on a weekly basis and within ten (10) days of any request by the District or Labor Commissioner at <http://www.dir.ca.gov/Public-Works/Certified-Payroll-Reporting.html> or current application and URL, showing the name, address, social security number, work classification, straight time, and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by the Contractor and/or each subcontractor in connection with the Services.
- 12.4. Labor Compliance:** Contractor shall perform the Services while complying with all the applicable regulations, including section 16000, et seq., of Title 8 of the California Code of Regulations and is subject to labor compliance monitoring and enforcement by the Department of Industrial Relations.
- 13. Integration; Entire Agreement of Parties; Amendments.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties. This agreement is not valid until approved/ratified by District's Board of Education.
- 14. Governing Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the County where the District's administrative offices are located.
- 15. Disputes.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the Parties shall attempt to resolve the dispute in good faith. Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after

written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, the Contractor shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to the Contractor's right to bring a civil action against the District. For purposes of those provisions, the running of the time within which a claim must be presented to the District shall be tolled from the time the Contractor submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

- 16. Attorney Fees; Costs.** Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.
- 17. Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.
- 18. Assignment.** Contractor shall not assign or transfer in any way any or all of its rights, burdens, duties, or obligations under this Agreement without the prior written consent of the District.
- 19. Severability; Provisions Required by Law.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.
- 20. Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together, including electronically sent and scanned signatures, shall be construed as one document.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date indicated below.

DISTRICT: Dated: _____, 20____ Pajaro Valley Unified School District ATTN: _____ 294 Green Valley Road Watsonville, CA 95076 (831) 786-2100 EMAIL: _____ _____ SIGNATURE _____ PRINT NAME _____ PRINT TITLE	CONTRACTOR: Dated: _____, 2021 City of Watsonville 250 Main St <u>Watsonville, CA 95076</u> _____ SIGNATURE _____ <u>Matthew D. Huffaker</u> _____ PRINT NAME _____ <u>City Manager</u> _____ PRINT TITLE _____ SIGNATURE _____ <u>ALAN J. SMITH</u> _____ _____ <u>CITY ATTORNEY</u> _____ PRINT TITLE _____ SIGNATURE _____ <u>BEATRIZ FLORES</u> _____ PRINT NAME _____ <u>CITY CLERK</u> _____ PRINT TITLE
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EXHIBIT A

This agreement is a continuation of the services that was approved at the November 24, 2020 Board meeting.

End of service date: June 30, 2021

Location: Online virtual classes. Material distribution will be at various community locations.

Scope of work:

City of Watsonville Science Workshop will provide online STEAM lessons (both live and recorded) which will be accessible to all district students throughout the summer. Staff will also create and distribute STEAM kits to families at various locations throughout the community. Courses will be taught by City of Watsonville Science Workshop staff.

WORKERS' COMPENSATION CERTIFICATION

Labor Code section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- a. By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this state.
- b. By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Services under this Agreement.

Date: _____

Proper Name of Contractor: City of Watsonville

Signature:

Print Name: Matthew D. Huffaker

Title: City Manager

(In accordance with Article 5 - commencing at section 1860, chapter 1, part 7, division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any Services under this Agreement.

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

One of the boxes below **must** be checked, with the corresponding certification provided, and this form attached to the Independent Contractor Agreement for Services ("Agreement"):

- ☐ Contractor's employees will have only limited contact, if any, with any pupils and the District will take appropriate steps to protect the safety of any pupils that may come in contact with Contractor's employees so that the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 shall not apply to Contractor for the services under this Agreement. As an authorized District official, I am familiar with the facts herein certified, and am authorized to execute this certificate on behalf of the District. (Education Code § 45125.1 (c))

Date: _____

District Representative's Name and Title: _____

District Representative's Signature: _____

- ☐ The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor's services under this Agreement and Contractor certifies its compliance with these provisions as follows: *"Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Contractor, who may have contact with pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of all Employees who may come in contact with any pupils during the course and scope of the Agreement is attached hereto."*

CERTIFICATION:

I am a representative of the Contractor entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: _____

Name of Contractor: City of Watsonville _____

Signature: _____

Print Name and Title: Matthew D. Huffaker, City Manager _____

Watsonville Environmental Science Workshop

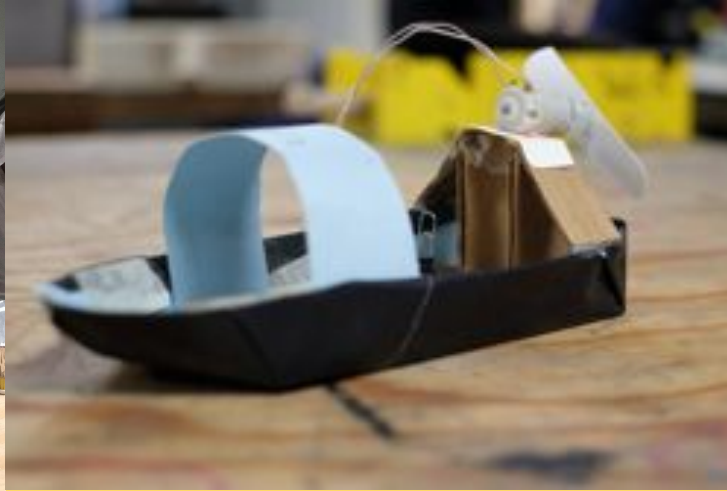
Bringing **free** hands on science to the community since **1997**



WESW is a space where students can use their hands, minds, and imaginations to become stewards of their own educations.

What are the Four R's?

“Reduce, Re-use, Recycle, and Rot”



Amazing Staff and World Class Service

- Our 24 year success story: reaching over 9,000 kids a year drop in, plus 12,000 at PVUSD



Science Brought to You From Grants

- Mobile Program Science Van; 3,407 kids per year
- River Park Satellite Workshop; 1,609 kids per year



Pivoting During the Pandemic

- Sadly Closed Our Doors, March 2020
- PVUSD Extended Learning Partnership
 - \$50,000 contract
 - 1,800 tool boxes



Summer School Tool Box Distribution 2020



Page 358 of 550



Summer 2020, busier than ever

- COVID 19 Summer Camp
- Partnerships with PVUSD and SC County Office of Education
 - \$225,000 contract



2020-2021 At Home Tool Boxes

- 6,000 Tool kits were given out, grades 1-8
- Tools, project materials, and instructions



Page 360 of 550



Drop-in Programming Support: \$200,000

- New funding for Marinovich Science Workshop
- Increased access for PVUSD students



Grand Reopening June

- June 1st open for Drop-In
- Continued Support from PVUSD
- www.watsonville-science-workshop.com



Without our Incredible Team None of this Would be Possible!

- Gustavo
- Aurora
- Araceli
- Keila
- Jacky
- Ashley
- Brenda
- Eduardo
- Guillermo
- Estafni
- Christian
- Roberto
- Santiago



**CITY OF WATSONVILLE
PARKS AND COMMUNITY SERVICES DEPARTMENT**

**Request for Proposals for
URBAN FORESTRY MANAGEMENT PLAN & TREE INVENTORY SERVICES**

RFP Release Date:

Monday, January 25th, 2021

PROPOSALS DUE:

Monday, February 22nd, 2021 by 4:00 pm



City of Watsonville
231 Union Street
Watsonville, CA 95076
REQUEST FOR PROPOSAL (RFP)

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ATTACHMENTS

- **Attachment A- Sample Contract for Consultant Services**
- **Attachment B- CAL FIRE Minimum Data Collection Attributes & Urban Forest Management Plan Best Practices**
- **Attachment C – Watsonville Community Forestry Project Grant Agreement**

SECTION 1

REQUEST FOR PROPOSAL

The City of Watsonville is requesting proposals from qualified consultants to provide Urban Forestry Management Planning and other consultant services as specified in this RFP. The required services and performance conditions are described in the Scope of Work. This set of services will be awarded to one firm. The proposer is encouraged to suggest additions or modifications to the scope that will enhance or clarify the work, and these suggestions should be incorporated in the proposal.

This RFP contains information and documents necessary to prepare and submit a responsive proposal. Proposers are cautioned to read all of the documentation provided and will be responsible for complying with all requirements identified herein. A complete, preliminary copy of the City's required Standard Consultant Contract is attached to this RFP as Attachment A. The CAL FIRE required Minimum Data Collection Attributes and Urban Forestry Management Plan Best Practices are provided in Attachment B. Also, the City's Grant Agreement with CAL FIRE is provided as additional project information and context in Attachment C.

SECTION 2

BACKGROUND

The City of Watsonville is a growing community in southern Santa Cruz County with a population of 51,199, according to the last census, and at least 81% of the City's population is Hispanic. Watsonville is known all over the world for its long and rich heritage as a center for agriculture – especially berries. Watsonville is also a proving ground for entrepreneurs and businesses from all types of industries and emerging technologies. Its central location, nestled between the Monterey Bay and the Santa Cruz mountains, offers growing companies quick and easy highway access. Watsonville's location is topped only by its ideal climate and the rustic, small town charm of a close-knit rural community. More information on the City can be found on its website at www.cityofwatsonville.org.

In 2012, the City published an Urban Greening Plan that included a Citywide Street Tree Program element (<https://www.cityofwatsonville.org/774/Urban-Greening-Plan>). The plan consisted of a sample tree inventory, canopy analysis of Watsonville, Street Tree Program framework and Planting Plan that described opportunities for street trees to reinforce and enhance the unique character of Watsonville on a city-wide and neighborhood scale. The Urban Form Analysis within the report found that Watsonville's form and character has three main influences: cultural, agricultural, and natural; and these influences should be considered in the planting of trees to ensure that urban greening efforts help to achieve ecological, economic and cultural goals. The 2012 Urban Greening plan found that Watsonville had 36 distinct tree species but only a 7.8% canopy cover. It recommended a target canopy goal of 40% that would require 1,350 acres of additional tree canopy be added to the City.

Watsonville is a disadvantaged community with limited resources. While the City has a Historical Tree ordinance which protects some trees, it does not have a comprehensive tree preservation ordinance nor a comprehensive plan to preserve and expand the urban forest which results in canopy loss and missed urban forestry opportunities. A tree ordinance was proposed over a decade ago, but was not adopted. However, as the City population expands and climate change becomes a larger issue, there appears to be increased interest from the community to preserve and plant trees. In 2016, the Parks & Community Services Department and Watsonville Wetlands Watch partnered on a CAL FIRE funded tree planting project that resulted in 300 trees planted in Parks and along streets. Several of these planting projects involved volunteers and educational outreach about tree benefits, which further galvanized community interest in trees preservation and planting.

Building on these past efforts, the City applied for a CAL FIRE funded Urban Forest Management Grant in early 2020 and was awarded. On August 3rd, 2020, the City entered into an Urban Forestry Grant agreement with CAL FIRE to develop the "Watsonville Community Forestry Project" (Grant Agreement: 8GG19401 see Attachment C). The project will develop a comprehensive urban forest management plan designed to evaluate current urban forest resources, identify locations, opportunities, and needs for urban

forest expansion, and develop appropriate policies needed to sustain and enhance urban forest resources within the City of Watsonville over time. Concurrent with this work, 260 trees will be planted on public streets and within the public right-of way in neighborhoods and private property to improve tree canopy cover and increase public education and awareness of the benefits of this work. The tree planting project component will be conducted by the City and its non-profit partner, Watsonville Wetlands Watch.

The Watsonville Community Forestry Project represents a cross-departmental and inter-agency initiative that will build on past planning efforts such as the Urban Greening Plan (2012) and Climate Action Plan (2015 & 2021 update in progress), while incorporating current city-wide initiatives such as the Green Infrastructure Plan (in progress). Collaborating departments and agencies include the Parks & Community Services Department, The Public Works & Utilities Department, the Community Development Department, the Information Technology Department, Watsonville Wetlands Watch (non-profit), along with numerous supporting organizations and community stakeholders. Above referenced plans can be found here:

<https://www.cityofwatsonville.org/1858/Local-Hazard-Mitigation-Plan>

<https://www.cityofwatsonville.org/1764/Learn-About-Climate-Action-Plan>

<https://www.cityofwatsonville.org/774/Urban-Greening-Plan>

SECTION 3

PROJECT PURPOSE

The City of Watsonville seeks a qualified, professional consultant team to develop a robust Urban Forest Master Plan (UFMP), tree ordinance, city tree inventory, and tree canopy analysis. These should incorporate urban forest management best practices, align with the CAL FIRE Minimum Data Collection Attribute requirements (see Attachment B), including setting Greenhouse Gas (GHG) emission reduction goals and a long-term City tree canopy cover goal. The UFMP will evaluate the current health of the urban forest and document the types, condition, and distribution of trees within the City. The canopy analysis shall also identify opportunities for urban forest expansion for both public and private trees. The UFMP shall provide the City with a long-term plan to manage the City's urban forest and include a comprehensive tree ordinance.

The UFMP shall be a comprehensive guide for the City's urban forest management over the next 50 years. It shall be used to set policy for tree planting, removal, and trimming. It shall also be used to mitigate drought and urban heat island effects. Planning and data review should ensure that the UFMP integrates and leverages existing planning efforts and datasets such as mentioned in Section 2.

Specific issues to be addressed in the UFMP include, but are not limited to:

- declining canopy in older residential neighborhoods and commercial corridors;
- strategies to incentivize tree planting and maintenance in disadvantaged areas;
- strategies to address topped and previously unmaintained or poorly maintained trees;
- strategies to organize neighborhood and community tree planting projects;
- tree preservation ordinance language and analysis of appropriate tree preservation policy instruments and tree care practices across the city;
- options for effective enforcement of the tree preservation ordinance;
- plans for significant high-density residential, commercial, and industrial development;
- strategies to mitigate tree and infrastructure conflicts around streets, sidewalks, and utilities.

The consultant will develop the UFMP through engagement and outreach with City staff, stakeholders, and the community. This will overlap with concurrent grant objectives such as City and non-profit partner led tree planting and outreach in a way that strategically leverages support for the development and adoption of the UFMP and tree preservation ordinance by community leaders.

Specific Project Objectives required of the selected consultant include:

1. Develop a comprehensive city tree inventory, including tree canopy mapping & analysis for the entire City of Watsonville that incorporates existing data.
2. Develop an Urban Forest Management Plan (UFMP) and comprehensive tree preservation ordinance per CalFire guidelines.
3. Obtain community feedback in the development of the UFMP through community engagement meetings by conducting a bi-lingual (Spanish/English) resident survey and through other effective strategies.
4. Establish a new 50 year tree canopy cover goal for the City.
5. Formally adopt the UFMP and tree preservation ordinance.

SECTION 4

SCOPE OF WORK

Duties to be performed by the consultant personnel include but are not limited to the following Scope of Work:

General:

- a. Contract work is anticipated to begin on April 26th, 2021. All work on this project must be completed by September 30th, 2023.
- b. The project area includes the entire City of Watsonville.
- c. The budget for this project is \$269,000 and Consultant shall collaborate with City staff to integrate concurrent grant project efforts in the delivery of their services (reference Attachment C).
- d. The City will provide a Project Manager/Arborist and make available other City Staff the Consultant needs information from to support the project in the Community Development, Information Technology, Parks & Community Services and Public Works & Utilities Department.
- e. The City will provide a venue for in-person meetings, events, and Spanish translation services if required; the City will also advertise and help facilitate community events, meetings, etc.
- f. After contract execution, the Consultant will plan and coordinate a Project Kickoff Meeting with the City project manager and staff team to establish goals, objectives, strategies, needs and timelines for the project.

Tree Inventory & Canopy Analysis Services:

1. Review and integrate existing City tree ESRI GIS Database (the current City tree inventory consists of 3,012 records of tree locations with only common name/species attributes in 83% of instances) and conduct an inventory of all trees located on public property such as sidewalks, streets, medians, public-right of way, public parks, and other accessible City-owned property. Trees in wetland corridors do not need to be inventoried, but should be included in the Canopy analysis. The inventory will include, but will not be limited to, collection of data required that corresponds to CAL FIRE Minimum Data Collection Attributes (see Attachment B) and will be collected within City limits that can be geographically segmented by Council District and land type. Data will be collected in a form compatible with the City's existing ESRI GIS database requirement to facilitate long-term management of data by the City.
2. Provide ESRI-compatible GIS tree inventory database to the city upon completion of inventory.
3. Complete a canopy analysis that provides information on urban forest structure (i.e. species composition, number of trees, tree density, tree health, and other characteristics) that includes trees located outside of public property within city limits and can be geographically segmented. The analysis should integrate existing data sets from prior City projects such as heat exposure areas, disadvantaged communities, impervious surfaces, council districts, land types and Consultant should recommend and create additional analysis of tree canopy on private property, in wetlands corridors and include any other assessments to identify areas of opportunity for planting trees such as by removing concrete/sidewalks, or through planting trees on private property, residential front yards, business complexes, schools, and in other strategic areas. The canopy analysis should integrate the

understanding of climate change, by incorporating urban heat island effects and average land surface temperature, to inform how urban forest management and expansion activities can mitigate heat impacts. It will also provide information on species composition, structure and age. Consultant will integrate any existing and historical data into the model, which may require collaboration with City staff involved in relevant projects and datasets.

4. Use i-Tree or similar software, compatible with CAL FIRE data collection requirements to evaluate the economic value of Watsonville's urban forest and cost-benefit of strategic investment in trees and their care. The analysis will also focus on determination of the value of city trees in terms of species frequency, relative age, overall condition, CO2 sequestration and replacement value.

5. The consultant will determine the optimal size and species of trees to plant in strategic locations for maximum environmental, economic, and cultural benefits. The data will be later used by the City to design shovel-ready projects. The resulting analysis will be integrated throughout the public outreach process and function as a primary resource for recommendations and goals for the urban forest management plan.

Urban Forest Management Plan Services

The UFMP will be led by a science based, community driven process. The plan will identify a fifty (50) year plan to enhance the urban forest with meaningful and achievable goals. The plan will identify a long-term canopy goal. Components of the plan will include an analysis of the current condition of the urban forest, including management methods and stakeholder opinions. The plan will also include an equity analysis to help ensure future urban forest management provides socio-economically equitable benefits to Watsonville residents. During the development of the UFMP, the consultant will conduct a review of the City's Historical Tree Ordinance, and other municipal codes, current tree care practices, policies, and procedures that currently guide management of city trees.

6. The Consultant will meet in person or via video conference call or webinar on a monthly basis with City staff to review the Scope of Work, desired deliverables, schedules, and identify criteria for documenting and developing the UFMP. Discussions should include community engagement strategies and collaboration around the City's concurrent neighborhood tree planting efforts.

7. The Consultant will assess the current status of the City's urban forest and conduct analysis to support a determination for tree canopy goals within the City that meet goals for urban forest health, equity, and related watershed and community benefits. The plan will also identify tree care and maintenance best practices, establish regular pruning cycles and pest control, yearly tree mitigation plantings, community involvement opportunities, related policies and procedures, and develop a comprehensive tree species list for use for future tree plantings within the City. The plan should include a plan or comprehensive set of actions for achieving the desired tree canopy goals.

8. The consultant will develop a comprehensive review of the City's Historical Tree Ordinance and related municipal codes and develop language for a comprehensive tree preservation ordinance that is consistent with the UFMP and the General Plan, the Urban Greening Plan, Climate Action Plan, and Green Infrastructure Plan. The plan will define the needs of a tree preservation ordinance, and monitoring/ oversight responsibilities needed to effectively manage and maintain such an ordinance. It is expected that this work will include an analysis of tree protection policies that might be appropriate for the City of Watsonville and support for the City to determine the best language and structure for the tree preservation ordinance.

9. The consultant will engage city staff, businesses, real estate professionals, builders and designers for landscape schemes and/or plans to incorporate their expertise and experience into the UFMP. The consultant will also facilitate a minimum of (4) stakeholder/community engagement activities (bilingual interpretation to be provided by the city) communications such as community outreach events, surveys, and/or workshops, and develop social media to solicit advice and feedback on UFMP content.

10. With City staff facilitation, deliver a presentation at one City Council meeting on the UFMP process, results, and recommendations that include the adoption of a comprehensive tree ordinance.

11. The Consultant will prepare a draft plan for City review and incorporate City Comments in the final document:

- a. Develop an outline of content by chapter and receive City approval prior to proceeding;
- b. Develop an 80% draft for review and feedback; and
- c. Finalize a 100% document for review and adoption by the City Council within 30 days of receipt of final City comments.

SECTION 5 CONTENTS OF PROPOSAL

The proposal must include the following information in order to be considered:

1. A general description of the firm, and the credentials and background of the principal and team members who will be responsible for the project.
2. A documented summary and listing of past and present experience including at least 2 examples of providing Urban Forestry Management Plan and Tree Inventory Services for other municipal or public agencies.
3. Statement of understanding of the project.
4. A detailed description of the proposer's approach for managing the project. The description should include at a minimum all tasks listed in the "Scope of Work." In addition, the proposer should include any steps/tasks not included in the "Scope of Work" that the proposer thinks would materially affect the quality of the project. The quality and thoroughness of the proposer's description of project tasks is an evaluation criterion.
5. Project Schedule/ timeline by Task and Task Sequencing
6. Consultant Concerns or alternative approaches
7. Statement of agreement to the standard City contract for Consultant Services and insurance requirements.
8. Firm profile or Statement of Qualifications.
9. A minimum of three related business references, including names, addresses, and phone numbers, plus a description of the type of work performed.
10. Cost proposal by Task and total cost.
11. List the hourly rates for any applicable position that may work on the project, and the hours to be spent on the project. Include any other expenses (travel, or probably out-of-pocket expenses). Additional expenses will not be allowed unless specified in the proposal. Costs must be unbundled and listed separately. Provide a total "not to exceed" amount for the project.

Submit proposals electronically to:

To be considered, due to the circumstances of COVID-19, respondents shall submit their proposals electronically by sending one complete PDF file by email or other electronic file transmission service accessible by email (such as Dropbox, Google Drive, etc.) no later than 4:00pm on Monday, February 22, 2021 to:

Ben Heistein, Assistant Parks & Community Services Director
benjamin.heistein@cityofwatsonville.org

An email response will confirm receipt for all electronic submissions successfully received. The cost for preparing a proposal in response to the RFP is the responsibility of the Consultant. The deadlines for submitting questions and other key dates are in Section 9 of this RFP.

City of Watsonville Department of Parks & Community Services
Ben Heistein, Assistant Director
231 Union Street
Watsonville, CA 95076
(831) 421-2905 (mobile)
benjamin.heistein@cityofwatsonville.org

SECTION 6 GENERAL REQUIREMENTS AND INFORMATION

The consultant selected pursuant to this request for proposal will be required to comply with the following requirements:

1. A City of Watsonville business license - All consultants must possess a City of Watsonville.
2. Consultant should possess all applicable licenses and certifications required by the State of California and the City of Watsonville. Consultant shall also maintain all other business and professional licenses that may be required by Federal, State and local codes.
3. W-9
4. Must be able to satisfy all requirements pertaining to insurance (See Section 9 of Sample Consultant agreement)

SECTION 7 SELECTION PROCESS

City staff will review all submitted proposals to determine those Consultants that best meet the requirements of this RFP and the evaluation criteria listed above.

Evaluation Criteria: The City of Watsonville will evaluate the proposals based on the following criteria:

#	Evaluation Criteria	Weight
1	Understanding of the scope of work to be performed	10
2	Response to the project objectives and scope outlined in this RFP	20
3	Creativity and problem solving provided in the proposal	10
4	Community Engagement Strategy	15
5	Qualifications and experience as it relates to the scope of work in the RFP	15
6	References and satisfactory record of performance	10
7	Project Schedule	10
8	Cost Proposal	10
TOTAL POINTS POSSIBLE:		100

All proposals submitted shall be valid for a minimum period of one-hundred and twenty (120) calendar days following the last date established for proposal submission. Proposals may be withdrawn on written request from the proposer at the address shown in this solicitation prior to the last date for proposal submission. Negligence on the part of the proposer in preparing the proposal confers no right of withdrawal after the time set for proposal submission.

It is the intent of the City to enter into and execute a contract for services with the selected consultant no later than sixty (60) days of the last date established for proposal submission. The City reserves the right to reject any and all proposals. The final selection will not be based on the lowest-bid, but rather the best value.

SECTION 8

ACCEPTANCE OR REJECTION AND NEGOTIATION OF PROPOSAL

The City of Watsonville reserves the right to accept or reject any or all proposals, or select more than one firm to complete this work. After selection by the City, the contents of the submitted proposal will become a contractual obligation. Failure to agree to include the proposal as part of the contractual agreement will result in cancellation of the award.

The City of Watsonville reserves the right to negotiate a modification to, or accept any part of the proposal, and will not be obligated in any way to accept those parts that do not meet the approval of the City. Terms and conditions of the contract will be subject to the approval of the City Attorney. The proposal, draft report, and final report shall become the property of the City of Watsonville.

SECTION 9

SELECTION TIMETABLE

Prospective bidders are encouraged to save these key dates on their work calendars. Following review of submitted proposals, the City will contact top firms to schedule an interview. At the interview, the prospective bidder will be asked to make a brief presentation of their proposal and answer a series of questions.

City releases RFP	Monday, January 25, 2021
Last day to submit written questions/ clarifications	Tuesday, February 2, 2021 by 5:00pm
City issues responses to questions via addendum	Friday, February 5, 2021
Proposals due	Monday, February 22, 2021 by 4:00pm
Interviews with successful bidders	Wednesday, March 3, 2021
Notification of Intent to Award contract sent to awardee	Monday, March 8, 2021
City Council awards contract	Tuesday, March 23, 2021
Begin work by	Monday, April 26, 2021

SECTION 10

QUESTIONS

Questions regarding this RFP should be submitted in writing and directed to Ben Heistein, Assistant Parks & Community Services Director, via e-mail at benjamin.heistein@cityofwatsonville.org no later than **Tuesday, February 2, 2021 by 5:00pm**. As necessary, responses to questions will be issued via an addendum to all prospective bidders. The City of Watsonville reserves the right to reject any and all proposals. The City looks forward to your response to this Request for Proposals and appreciates your interest.

***PLEASE NOTE:** This RFP, subsequent addendums, and all attachments are available online at the City of Watsonville's website at:

<https://www.cityofwatsonville.org/1731/View-Current-Parks-Request-for-Proposals>

SECTION 11 RESERVATIONS

Additional information regarding RFP submittal, content, processes and procedures are listed below:

- 1) All proposals will become the property of the City of Watsonville and will not be returned to Consultants. Consultants are advised that all documents submitted with their proposals are public records open to inspection without redaction, and are directed to California Government Code Section 6250 (Public Records Act), which is available on the State Internet site (www.ca.gov).
- 2) The City of Watsonville reserves the right to reject any and all proposals, whether or not minimum qualifications are met, and to modify, postpone, or cancel this Request for Proposal, in whole or in part, or decide to award a contract to perform only some of the services outlined in this Request For Proposal, without liability, obligation, or commitment to any party, Consultant, or organization.
- 3) In addition, the City reserves the right to request and obtain additional information from any candidate submitting a proposal, and to negotiate the final scope of services with the selected consultant. The City is not liable for any costs incurred by consultants prior to issuance of an agreement, contract or purchase order. Costs of developing the proposals, oral presentations or any other such expenses incurred by the consultant in responding to the RFP are entirely the responsibility of the consultant, and shall not be reimbursed in any manner by the City of Watsonville. No materials or labor will be furnished by the City.
- 4) The City reserves the right to waive or permit cure of minor informalities and/or insignificant mistakes such as matters of form rather than substance and to conduct discussions and negotiations with any qualified respondent in any manner deemed necessary by the City to serve its best interests. The City also reserves the right, based on its sole judgment and discretion, to award a contract based upon the written proposals it receives without conducting discussions, interviews or negotiations.
- 5) If, in the opinion of the City, a proposal contains false or misleading statements or references, it may be rejected.
- 6) The City reserves the right to obtain written clarification of any point in a Consultant's proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a Consultant to respond to such a request for additional information or clarification may result in rejection of the Consultant's proposal.
- 7) Failure to comply with these instructions, and the other specific provisions of the RFP, may result in the Consultant's proposal not being reviewed.
- 8) City of Watsonville reserves the right, without qualification, to select a Consultant for further discussions based solely on the content of the RFPs and relevant information obtained from others concerning the respondent's respective records of past performance.
- 9) The consultant's proposal shall not be made contingent upon uncertain events, which shall not have occurred until after the RFP is completed.
- 10) In the event that it becomes necessary to revise any part of this RFP due to inquiries raised, an email notifying an addendum, supplement or amendment to this RFP will be provided to Consultants who received an original invitation to bid via email OR responded to us with their contact information as described on the cover letter of this RFP. Changes to the RFP shall be accomplished by an amended page or pages.

ATTACHMENT A

CONTRACT FOR CONSULTANT SERVICES BETWEEN THE CITY OF WATSONVILLE AND _____

THIS CONTRACT, is made and entered into this _____, by and between the **City of Watsonville**, a municipal corporation, hereinafter called "City," and _____, hereinafter called "Consultant."

WITNESSETH

WHEREAS, the City needs to obtain certain professional, technical and/or specialized services of an independent contractor to assist the City in the most economical manner; and

WHEREAS, Consultant has the requisite skill, training, qualifications, and experience to render such services called for under this Contract to City.

THE PARTIES HEREBY AGREE AS FOLLOWS:

SECTION 1. SCOPE OF SERVICES. Consultant shall perform those services as specified in detail in Exhibit "A," entitled "SCOPE OF SERVICES" which is attached hereto and incorporated herein.

SECTION 2. TERM OF CONTRACT. The term of this Contract shall be from _____, 20__ to _____, 20__, inclusive.

SECTION 3. SCHEDULE OF PERFORMANCE. The services of Consultant are to be completed according to the schedule set out in Exhibit "B," entitled "SCHEDULE OF PERFORMANCE," which is attached hereto and incorporated herein. Consultant will diligently proceed with the agreed Scope of Services and will provide such services in a timely manner in accordance with the "SCHEDULE OF PERFORMANCE."

SECTION 4. COMPENSATION. The compensation to be paid to Consultant including both payment for professional services and reimbursable expenses as well as the rate and schedule of payment are set out in Exhibit "C" entitled "COMPENSATION," which is attached hereto and incorporated herein.

SECTION 5. METHOD OF PAYMENT. Except as otherwise provided in Exhibit "C," each month, Consultant shall furnish to the City a statement of the work performed for compensation during the preceding month. Such statement shall also include a detailed record of the month's actual reimbursable expenditures.

SECTION 6. INDEPENDENT CONSULTANT. It is understood and agreed that Consultant, in the performance of the work and services agreed to be performed by Consultant, shall act as and be an independent Consultant and not an agent or employee of City, and as an independent Consultant, shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

SECTION 7. ASSIGNABILITY. Consultant shall not assign or transfer any interest in this Contract nor the performance of any of Consultant's obligations hereunder, without the prior written consent of City, and any attempt by Consultant to so assign this Contract or any rights, duties or obligations arising hereunder shall be void and of no effect.

SECTION 8. INDEMNIFICATION.

To the full extent permitted by law (subject to the limitations of Civil Code section 2782.8 for any "design professional services" performed under this Contract), Consultant will indemnify, hold harmless, release and defend the City (including its officers, elected or appointed officials, employees, volunteers or agents) from and against any and all liability or claims (including actions, demands, damages, injuries, settlements, losses or costs [including legal costs and attorney's fees])(collectively "Liability") of any nature, to the extent arising out of, pertaining to, or relating to Consultant's negligence, recklessness, or willful misconduct in the performance of this Contract. In no event shall the cost to defend charged to the Consultant exceed the Consultant's proportionate percentage of fault. Consultant's indemnification obligations under this Contract are not limited by any limitations of any insurance held by Consultant, including, but not limited to, workers compensation insurance.

SECTION 9. INSURANCE.

A. Errors and Omissions Insurance. Consultant shall obtain and maintain in full force throughout the term of this Contract a professional liability insurance policy (Errors and Omissions), in a company authorized to issue such insurance in the State of California, with limits of liability of not less than One Million Dollars (\$1,000,000.00) to cover all professional services rendered pursuant to this Contract.

B. Auto and Commercial General Liability Insurance. Consultant shall also maintain in full force and effect for the term of this Contract, automobile insurance and commercial general liability insurance with an insurance carrier satisfactory to City, which insurance shall include protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from any actual occurrence arising out of the performance of this Contract. The amounts of insurance shall not be less than the following:

(1) Commercial general liability insurance, or equivalent form, with a combined single limit of not less than \$500,000.00 per occurrence. If such insurance contains a general aggregate limit, such limit shall apply separately to each project Consultant performs for City. Such insurance shall (a) name City, its appointed and elected officials, and its employees as insureds; and (b) be primary with respect to insurance or self-insurance programs maintained by City and (c) contain standard separation of insured's provisions.

(2) Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$500,000.00 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

C. Workers' Compensation Insurance. In accordance with the provisions of Section 3700 of the Labor Code, Consultant shall be insured against liability for Workers' Compensation or undertake self-insurance. Consultant agrees to comply with such provisions before commencing performance of any work under this Contract.

D. Proof of Insurance to City before Notice to Proceed to Work. Consultant shall satisfactorily provide certificates and endorsements of insurance to the City Clerk before Notice to Proceed to Work of this Contract will be issued. Certificates and policies shall state that the policy shall not be canceled or reduced in coverage without thirty (30) days written notice to City. Approval of insurance by City shall not relieve or decrease the extent to which Consultant may be held responsible for payment of damages resulting from services or operations performed

pursuant to this Contract. Consultant shall not perform any work under this Contract until Consultant has obtained the required insurance and until the required certificates have been submitted to the City and approved by the City Attorney. If Consultant fails or refuses to produce or maintain the insurance required by these provisions, or fails or refuses to furnish City required proof that insurance has been procured and is in force and paid for, City shall have the right at City's election to forthwith terminate this Contract immediately without any financial or contractual obligation to the City. As a result of such termination, the City reserves the right to employ another consultant to complete the project.

E. Written notice. Contractor shall provide immediate written notice if (1) any insurance policy required by this Contract is terminated; (2) any policy limit is reduced; (3) or any deductible or self insured retention is increased.

SECTION 10. NON-DISCRIMINATION. Consultant shall not discriminate, in any way, against any person on the basis of age, sex, race, color, creed, national origin or disability in connection with or related to the performance of this Contract.

SECTION 11. TERMINATION.

A. City and Consultant shall have the right to terminate this Contract, without cause, by giving not less than ten (10) days written notice of termination.

B. If Consultant fails to perform any of its material obligations under this Contract, in addition to all other remedies provided by law, City may terminate this Contract immediately upon written notice.

C. The City Manager is empowered to terminate this Contract on behalf of City.

D. In the event of termination, Consultant shall deliver to City copies of all work papers, schedules, reports and other work performed by Consultant and upon receipt thereof, Consultant shall be paid in full for services performed and reimbursable expenses incurred to the date of termination.

SECTION 12. COMPLIANCE WITH LAWS. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments. Consultant shall obtain and maintain a City of Watsonville business license during the term of this Contract.

SECTION 13. GOVERNING LAW. City and Consultant agree that the law governing this Contract shall be that of the State of California. Any suit brought by either party against the other arising out of the performance of this Contract shall be filed and maintained in the Municipal or Superior Court of the County of Santa Cruz.

SECTION 14. PRIOR CONTRACTS AND AMENDMENTS. This Contract represents the entire understanding of the parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Contract may only be modified by a written amendment.

SECTION 15. CONFIDENTIAL INFORMATION. All data, documents, discussions or other information developed or received by or for Consultant in performance of this Contract are

confidential and not to be disclosed to any person except as authorized by the City Manager or his designee, or as required by law.

SECTION 16. OWNERSHIP OF MATERIALS. All reports, documents or other materials developed or received by Consultant or any other person engaged directly by Consultant to perform the services required hereunder shall be and remain the property of City without restriction or limitation upon their use.

SECTION 17. COVENANT AGAINST CONTINGENT FEES. The Consultant covenants that Consultant has not employed or retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure the Contract, and that Consultant has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fees, commissions, percentage, brokerage fee, gift, or any other consideration contingent on or resulting from the award or making of this Contract, for breach or violation of this covenant, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the Contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage fee, gift, or contingency.

SECTION 18. WAIVER. Consultant agrees that waiver by City or any one or more of the conditions of performance under this Contract shall not be construed as waiver of any other condition of performance under this Contract.

SECTION 19. CONFLICT OF INTEREST.

A. A Consultant shall avoid all conflict of interest or appearance of conflict of interest in performance of this Contract. Consultant shall file a disclosure statement, if required by City Council Resolution, which shall be filed within thirty (30) days from the effective date of this Contract or such Resolution, as applicable.

B. No member, officer, or employee of the City, during their tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the proceeds thereof and Consultant agrees not to allow, permit, grant, transfer, or otherwise do anything which will result in such member, officer, or employee of the City from having such interest.

SECTION 20. AUDIT BOOKS AND RECORDS. Consultant shall make available to City, its authorized agents, officers and employees, for examination any and all ledgers and books of account, invoices, vouchers, canceled checks and other records or documents evidencing or related to the expenditures and disbursements charged to the City, and shall furnish to City, its authorized agents and employees, such other evidence or information as City may require with respect to any such expense or disbursement charged by Consultant.

SECTION 21. NOTICES. All notices shall be personally served or mailed, postage prepaid, to the following addresses, or to such other address as may be designated by written notice by the parties:

CITY

City Clerk's Office
275 Main Street, Suite 400
Watsonville, CA 95076
(831) 768-3040

CONSULTANT

ADD INFORMATION

SECTION 22. EXHIBITS:

Exhibit A: Scope of Services
Exhibit B: Schedule of Performance
Exhibit C: Compensation

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WITNESS THE EXECUTION HEREOF, on the day and year first hereinabove written.

CITY

CONSULTANT

CITY OF WATSONVILLE

BY _____
Matthew D. Huffaker, City Manager

BY _____
[Name, Title]

ATTEST:

BY _____
Beatriz Vázquez Flores, City Clerk

APPROVED AS TO FORM:

BY _____
Alan J. Smith, City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

The scope of services is as follows:

EXHIBIT “B”

SCHEDULE OF PERFORMANCE

Services shall commence immediately upon execution of this Contract. All services performed under the provisions of this Contract shall be completed in accordance with the following schedule:

EXHIBIT "C"

COMPENSATION

a. Total Compensation. The total obligation of City under this Contract shall not exceed

_____.

b. Basis for Payment. Payment(s) to Consultant for services performed under this Contract shall be made as follows and shall [not] include payment for reimbursable expenses:

c. Payment Request. Consultant shall submit a request for payment for services on a monthly basis by letter to Director, or said Director's designated representative. Such request for payment shall cover the preceding monthly period during the term hereof, shall note the City's purchase order number for this Contract, shall contain a detailed listing of the total number of items or tasks or hours for which payment is requested, the individual dates on which such services were rendered, and invoices for reimbursable expenses, if any. Upon receipt in the Office of Director of said payment request, Director shall cause payment to be initiated to Consultant for appropriate compensation.

ATTACHMENT B
CAL FIRE MINIMUM DATA COLLECTION ATTRIBUTES
URBAN FOREST MANAGEMENT PLAN BEST PRACTICES

APPENDIX I — Required Management Activities Practices

Minimum Data Collection Attributes for Urban Tree Inventories

IMPORTANT NOTE: Failure to gather data to the below attributes will result in the denial of reimbursement of grant funds unless specific written authorization to deviate from the attributes has been provided by a CAL FIRE Area Urban Forester or the Program Manager prior to invoice submittal.

- **Mapping coordinate.** X and Y coordinate locations (latitude and longitude). Each tree and planting site will be located using GIS and/or GPS equipment.
- **Block side.** The location of each street tree and planting site so that they can easily be identified for future work. Street trees and planting sites will be located using a street name, side of lot, tree number, and block side information (on street, from street, and to street).
- **Location.** The tree's physical location in relation to public Right of Way and/or public space will be recorded.
- **Species.** Trees will be identified by *genus* and *species*, and by common name.
- **Diameter.** Tree trunk diameter will be recorded. This should be to the nearest 1-inch.
- **Stems.** The number of stems a tree has will be recorded.
- **Condition.** In general, the condition of each tree will be recorded in one of the following categories adapted from the rating system established by the International Society of Arboriculture:

Excellent	100%
Very Good	90%
Good	80%
Fair	60%
Poor	40%
Critical	20%
Dead	0%

- **Maintenance need.** The following maintenance categories (*or similar approved by CAL FIRE prior to collection*) will be collected:
 1. **Priority 1 Removal.** Trees designated for removal have defects that cannot be cost-effectively or practically treated. Most of the trees in this category will have a large percentage of dead crown, and pose an elevated level of risk for failure. Any hazards that could be potential dangers to persons or property and seen as potential liabilities would be in this category. Large dead and dying trees that are high liability risks are included in this category. These trees are the first ones that should be removed.

2. Priority 2 Removal. Trees that should be removed but do not pose a liability as great as the first-priority will be identified here. This category would need attention as soon as “Priority One” trees are removed.
 3. Priority 3 Removal. Trees that should be removed, but that pose minimal liability to persons or property, will be identified in this category.
 4. Priority 1 Prune. Trees that require priority one pruning are recommended for trimming to remove hazardous deadwood, hangers, or broken branches. These trees have broken or hanging limbs, hazardous deadwood, and dead, dying, or diseased limbs or leaders greater than four inches in diameter.
 5. Priority 2 Prune. These trees have dead, dying, diseased, or weakened branches between two and four inches in diameter and are potential safety hazards.
 6. Large Tree Routine Prune. These trees require routine horticultural pruning to correct structural problems or growth patterns, which would eventually obstruct traffic or interfere with utility wires or buildings. Trees in this category are large enough to require bucket truck access or manual climbing.
 7. Small Tree Routine Prune. These trees require routine horticultural pruning to correct structural problems or growth patterns, which would eventually obstruct traffic or interfere with utility wires or buildings. These trees are small growing, mature trees that can be evaluated and pruned from the ground.
 8. Training Prune. Young, large-growing trees that are still small must be pruned to correct or eliminate weak, interfering, or objectionable branches to minimize future maintenance requirements. These trees, up to 20 feet in height, can be worked with a pole-pruner by a person standing on the ground.
 9. Stump Removal. This category indicates a stump that should be removed.
 10. Plant Tree. During the inventory, vacant planting sites will be identified by street and address. The size of the site is designated as small, medium, or large (indicating the ultimate size that the tree will attain), depending on the growing space available and the presence of overhead wires.
- **Clearance Required.** Trees, which are causing or may cause visibility or clearance difficulties for pedestrians or vehicles, will be identified, as well as those trees blocking clear visibility of signs or traffic signals.
 - **Hardscape Damage.** Damage to sidewalks and curbs by tree roots are noted. Notes on potential fixes for the problem are encouraged (redesign options etc....)
 - **Overhead Utilities.** The inventory indicates whether overhead conductors or other utilities are present at the tree site that could result in conflicts with the tree.
 - **Grow space.** The area within the growing space is categorized as:

T	Tree Lawn
W	Well/Pit
M	Median
P	Raised Planter
O	Open/Unrestricted
I	Island
U	Unmaintained Area

- **Space Size.** The narrowest dimension of the Grow Space, in feet. (I.e., 3'x3' cut-out, 4' parkway strip, open parkland, etc.).
- **Notes.** Additional information regarding disease, insect, mechanical damage, etc. can be included in this field.

Urban Forest Management Plan Best Practices

CAL FIRE Requires: Failure to meet the below requirements will result in the denial of reimbursement of grant funds unless specific written authorization to deviate from them has been provided by CAL FIRE.

- Management plans must be informed by the residents of the jurisdiction that have been authentically engaged in the plan's creation.
- Management plans must be developed based on reliable collected data, such as a tree inventory, urban forest mapping and analysis, urban forest economic analysis, etc.
- Management plans must be a long term (40-50 year), comprehensive document, not solely a maintenance plan.
- Management plans must address the entire jurisdiction including private property in some form (regulations, incentives, best practices, etc.).
- There shall be a provision for periodic review of any urban forest management plan.
- A management plan must be referenced in an ordinance, a general plan element, or be officially adopted by the governing body in another binding, enforceable way as approved by CAL FIRE staff.
- Any management plan must set a tree canopy cover goal for the jurisdiction. The goal must, at minimum, maintain the current tree canopy cover level.
- Management plans must address: tree maintenance (including best management practices), wildfire (if applicable), urban wood utilization, and roles of the jurisdiction's agencies. This may be done by referencing other policy documents.

CAL FIRE Recommends: Grantees should strongly consider using the following resources.

- [UFMP Toolkit](#). Provides a "how-to" approach to develop an Urban Forest Management Plan (UFMP). The toolkit will lead you through a planning process and provide helpful references and additional tools.
- [The American Public Works Association guide for Urban Forest Management Plans](#).
- [iTree](#). A series of urban forest analysis tools are available for free on the iTree website.
- [Arbor Day Foundation's Tree City USA](#). All cities engaging in Management Activities Grants should consider applying for Tree City USA status. It is a free municipal recognition program that has been in existence since 1976. A CAL FIRE Area Urban Forester can assist you with this.

ATTACHMENT C
WATSONVILLE COMMUNITY FORESTRY PROJECT GRANT AGREEMENT

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

P.O. Box 944246
SACRAMENTO, CA 94244-2460
(916) 653-7772
Website: www.fire.ca.gov



August 6, 2020

Ben Heistein
City of Watsonville
250 Main St.,
Watsonville, California 95076

8GG19401: City of Watsonville, "Watsonville Community Forestry Project"

Please contact James Scheid at (415) 265-9059 if you have questions concerning services to be performed.

1. ☐ Full grant agreement including terms and conditions, budget, and other exhibits enclosed. Print (single sided) and return two (2) sets of agreements with original signatures in blue ink. Please return the agreements to be received by CAL FIRE no later than **July 17, 2020**.

Return all originals and requested documents for further processing to:

Please send the originals to the following address:

CAL FIRE
Attn: Grants Management Unit/CCI – Urban Forestry
P.O. Box 944246
Sacramento, CA 94244-2460

You may send originals via overnight mail service to the following physical address:

CAL FIRE
Grants Management Unit
Attn: Vincent Tran
710 Riverpoint Ct.
West Sacramento, CA 95691

Alternatively, you may opt to sign and scan the agreement back to your grant analyst in lieu of mailing it in. Additionally, the use of an electronic signature will be considered acceptable at this time and is strongly encouraged.

2. ☐ Please initial change(s) made on all copies of the agreement on page(s) as marked.
3. ☒ Enclosed for your record is one fully executed copy of the agreement referenced above.

Thank you,

Vincent Tran
Grants Analyst
Grants Management Unit

CC: James Scheid
John Melvin
Tiffany Kelly

Enclosures

State of California
Dept. of Forestry and Fire Protection (CAL FIRE)
Resource Management
GRANT AGREEMENT

APPLICANT: City of Watsonville
PROJECT TITLE: Watsonville Community Forestry Project
GRANT AGREEMENT: 8GG19401

PROJECT PERFORMANCE PERIOD IS from Upon Approval through March 30, 2024.

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Dept. of Forestry & Fire Protection, agrees to fund the project up the total state grant amount indicated.

PROJECT DESCRIPTION: The proposed project will develop a comprehensive urban forest management plan designed to evaluate current urban forest resources, identify locations, opportunities, and needs for urban forest expansion, and develop appropriate policies needed to sustain and enhance urban forest resources within the City of Watsonville over time. Concurrent with this work, 260 trees will be planted on public streets and within the public right-of-way in neighborhoods and private property to improve tree canopy cover and increase public education and awareness of the benefits of this work.

Total State Grant not to exceed \$ 700,000.00 (or project costs, whichever is less)

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

City of Watsonville

STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY
AND FIRE PROTECTION

Applicant

By 
Signature of Authorized Representative

Title Matthew Huffaker, City Manager

Date _____

By Helge Eng

Title: Helge Eng
Deputy Director, Resource Management

Date 8/3/2020

CERTIFICATION OF FUNDING

AMOUNT OF ESTIMATE FUNDING \$ 700,000.00	GRANT AGREEMENT NUMBER 8GG19401		PO ID		
ADJ. INCREASING ENCUMBRANCE \$	SUPPLIER ID				
ADJ. DECREASING ENCUMBRANCE \$	PROJECT ID		ACTIVITY ID		
UNENCUMBERED BALANCE \$ 700,000.00	GL UNIT 3540	BUD REF 001 905 ✓	FUND 3228	ENY 2019	
REPORTING STRUCTURE 35409503	SERVICE LOC 96209	ACCOUNT 5340580	ALT ACC 534080000		

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

8/4/2020

SIGNATURE OF CAL FIRE ACCOUNTING OFFICER

DATE

TERMS AND CONDITIONS OF GRANT AGREEMENT

I. RECITALS

1. This Agreement, is entered into between the State of California, by and through the California Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as "STATE" and City of Watsonville, hereinafter referred to as "GRANTEE".
2. The STATE hereby grants to GRANTEE a sum (hereinafter referred to as "GRANT FUNDS") not to exceed seven hundred thousand dollars (**\$700,000.00**).
3. In addition to the terms and conditions of this Agreement, the STATE and GRANTEE agree that the terms and conditions contained in the documents set forth below are hereby incorporated and made part of this agreement.
 - a. Department of Forestry and Fire Protection (CAL FIRE) Greenhouse Gas Reduction Fund Grants Urban and Community Forestry Grants Procedural Guide 2019/20
 - b. California Air Resources Board Greenhouse Gas Quantification Methodology for the Department of Forestry and Fire Protection (CAL FIRE) Urban and Community Forestry Program
 - c. The submitted Application, Scope of Work, Budget Detail, GHG Emissions Reduction Methodology and Exhibits
 - d. Addendum for California Climate Investments (CCI) Grant Projects

II. SPECIAL PROVISIONS

1. Recipients of GRANT FUNDS pursuant to California Public Resources Code Section 4799.06-4799.12 shall abide by the provisions in this Agreement. This includes the requirement that work shall not commence prior to the execution of this Agreement by both parties. Any work started prior to the execution of this Agreement will not be eligible for funding under the terms of this Agreement.
2. As precedent to the State's obligation to provide funding, GRANTEE shall provide to the STATE for review and approval a detailed budget, specifications, and project description. Approval by the STATE of such plans and specifications, or any other approvals provided for in this Agreement, shall be for scope and quality of work, and shall not relieve GRANTEE of the obligation to carry out any other obligations required by this Agreement, in accordance with applicable law or any other standards ordinarily applied to such work or activity.

3. All informational products (e.g., data, studies, findings, management plans, manuals, photos, etc.) relating to California's natural environment produced with the use of GRANT FUNDS shall be available for public use.

III. GENERAL PROVISIONS

1. Definitions

- a. The term "Agreement" means grant agreement number 8GG19401.
- b. The term "GRANT FUNDS" means the money provided by the STATE to the GRANTEE in this Agreement.
- c. The term "GRANTEE" means an applicant who has a signed Agreement for the award for GRANT FUNDS.
- d. The term "Other Sources of Funds" means all matching fund sources that are required or used to complete the Project beyond the GRANT FUNDS provided by this Agreement.
- e. The term "STATE" means the State of California, Department of Forestry and Fire Protection (CAL FIRE).
- f. The term "Project" means the development or other activity described in the "Project Scope of Work".
- g. The term "Project Budget Detail" as used herein defines the approved budget plan.
- h. The term "Project Scope of Work" as used herein means the individual scope of work describing in detail the approved tasks.

2. Project Representatives

The project representatives during the term of the agreement will be:

STATE: CAL FIRE	GRANTEE: City of Watsonville
Section/Unit: Urban and Community Forestry	Section/Unit:
Attention: James Scheid	Attention: Ben Heistein
Mailing Address: 2840 Mt. Danaher Rd. Camino , CA 95709	Mailing Address: 250 Main St. Watsonville, California 95076
Phone Number: (415) 265-9059	Phone Number: 831-768-3150
Email Address: James.Scheid@fire.ca.gov	Email Address: benjamin.heistein@cityofwatsonville.org

Changes to the project representatives during the term of the agreement shall be made in writing. Notice shall be sent to the above representative for all notice provisions of this Agreement.

3. Project Execution

- a. Subject to the availability of grant monies, the STATE hereby grants to the GRANTEE a sum of money (GRANT FUNDS) not to exceed the amount stated on Section I. RECITALS, Paragraph 2 in consideration of and on condition that the sum be expended in carrying out the purposes as set forth in the description of the Project in this Agreement and its attachments and under the terms and conditions set forth in this Agreement.
- b. GRANTEE shall assume any obligation to furnish any additional funds that may be necessary to complete the Project. Any amendment to the Project as set forth in the Application on file with the STATE must be submitted to the STATE for approval in writing. No amendment is allowed until written approval is given by the STATE.
- c. GRANTEE shall complete the Project in accordance with the time of Project performance set forth in this Agreement, unless an amendment has been approved and signed by the STATE under the terms and conditions of this Agreement. Amendments must be requested in

advance and will be considered in the event of circumstances beyond the control of the GRANTEE, but in no event less than 90 days from the Agreement expiration date and in no event less than 60 days before the effective date of the amendment. Approval of amendment is at the STATE's discretion.

- d. GRANTEE certifies that the Project Scope of Work complies with all local, State, and federal laws and regulations.
- e. GRANTEE shall comply with the California Environmental Quality Act (CEQA) (Public Resources Code, Section 21000, et. seq. Title 14, California Code of Regulations, Section 15000 et. seq.) and all other local, State, and federal environmental laws. A copy of the certified CEQA document must be provided to STATE before any GRANT FUNDS are made available for any Project activity that could directly impact the environment (e.g. cutting, piling or burning bush, masticating, dozer work, etc.). CEQA compliance shall be completed within one (1) year from start date of the Agreement. The start date is considered the date the last party signs the Agreement. GRANT FUNDS will be made available in advance of CEQA compliance for project activities that do not have the potential to cause a direct environmental impact (e.g. project planning, locating and marking property or project boundaries, contacting and signing up landowners, etc.).
- f. GRANTEE shall permit periodic site visits by representative(s) of the STATE to ensure program compliance and that work is in accordance with the approved Project Scope of Work, including a final inspection upon Project completion.
- g. GRANTEE, and the agents and employees of GRANTEE, in the performance of this Agreement, shall act in an independent capacity and not as officers, employees, or agents, of the STATE.

4. Project Costs and Payment Documentation

- a. Payment by the STATE shall be made after receipt of an acceptable invoice and approval by a duly authorized representative of the STATE. GRANTEE shall submit an invoice for payment to the CAL FIRE Project Representative of the STATE. A final invoice shall be submitted no later than 30 days after completion, expiration, or termination of this Agreement.
- b. For services satisfactorily rendered, and upon receipt and approval of invoices for payment, the STATE agrees to compensate GRANTEE for actual expenditures incurred in accordance with the rates specified herein,

which is attached hereto, as Final Project Budget, and made a part of this Agreement.

- c. Equipment purchased using GRANT FUNDS, wholly or in part, must be used by the GRANTEE for the project which it was acquired. STATE retains a vested interest in the equipment for the useful life of the equipment, even after completion of the grant. GRANTEE shall provide written disposition of the equipment upon completion of the grant and upon any changes to the disposition of the equipment. Such disposition must be approved in advance by STATE. Equipment purchased using GRANT FUNDS cannot be used as collateral, financed, or sold without prior written approval from the STATE.
- d. GRANTEE shall submit, in arrears, not more frequently than once a month, and no less than quarterly, an invoice to the STATE for costs paid by GRANTEE pursuant to this Agreement. Each invoice shall contain the following information: the Agreement number, the dates or time period during which the invoiced costs were incurred, expenditures for the current invoice and cumulative expenditures to date by major budget category (e.g., salaries, benefits, supplies, etc.), appropriate supporting documentation, project progress reports, and the signature of an authorized representative of GRANTEE as detailed in the Invoice Guidelines of the California Department of Forestry and Fire Protection 2019/20 California Climate Investments Urban and Community Forestry Program Grant Guidelines.
- e. GRANT FUNDS in this Agreement have a limited period in which they must be expended. All GRANTEE expenditures must occur prior to the end of the Project performance period of this Agreement.
- f. Except as otherwise provided herein, GRANTEE shall expend GRANT FUNDS in the manner described in the Project Budget Detail approved by the STATE. The dollar amount of an item in the Project Budget Detail may be increased or decreased by up to ten percent (10%) of the budget item through reallocation of funds from another item or items, without approval by the STATE; however, GRANTEE shall notify the STATE in writing in project progress reports when any such reallocation is made, and shall identify both the item(s) being increased and those being decreased. Any increase or decrease of an item of more than ten percent (10%) of the budget item must be approved in writing by the STATE before any such increase or decrease is made. A formal approved amendment is required to increase the total amount of GRANT FUNDS.
- g. GRANTEE shall promptly submit any and all records at the time and in the form as the STATE may request.

- h. GRANTEE shall submit each invoice for payment to the CAL FIRE Representative identified in Item 2. The invoice may be submitted as hard copy or electronically:

California Department of Forestry & Fire Protection
Attention: James Scheid
2840 Mt. Dana Rd.
Camino , CA 95709

- i. Notwithstanding any of the provisions stated within this Agreement, the STATE may at its discretion make advance payment from the grant awarded to the GRANTEE if GRANTEE is a nonprofit organization that is located in or providing service to disadvantaged or low-income communities. Advance payment made by the STATE shall be subject to the circumstance and provisions below.

Where hardship circumstances exist for the GRANTEE, the STATE will consider authorizing advance payments. The STATE will consider the following factors in determining whether a hardship situation exists:

- Modest reserves and potential cash flow problems of the GRANTEE including the need for advance funding in order to initiate a project. A justification for advance payment may include items such as the inability to pay for staff, supplies, administration expenses, and to secure contractors for Project work.

The following guidelines will be applied to advance payments:

- Multiple advance payments may be made to a GRANTEE over the life of a project.
- No single advance payment shall exceed 25% of the total grant amount and must be spent on eligible costs within six months of the advance payment request. GRANTEE may request additional time to spend advance funds but must be approved in writing by the STATE. The balance of unspent advance payment funds not liquidated within the six month spending period will be billed for the return of the advanced funds to the STATE. The amount will be returned to the grant balance.
- A request for advance payment must include the same level of expenditure detail and justification as a regular invoice.
- All work under a previous advance payment must be fully liquidated via an invoice and supporting documentation and completed to the

STATE's satisfaction before another advance payment will be made.

- Any advance payment received by a GRANTEE and not used for project eligible costs shall be returned to CAL FIRE.
- Advance payments must be deposited into an interest-bearing account. Any interest earned on advance payment funds must be accounted for and reported as program income used toward offsetting the project cost or returned to the STATE.

5. Budget Contingency Clause

- a. If STATE funding for any fiscal year is reduced or deleted for purposes of the Urban and Community Forestry Program California Climate Investments Grant Program, the STATE shall have the option to either cancel this Agreement with no liability occurring to the STATE, or if possible and desirable, offer an Agreement amendment to GRANTEE to reflect the reduced amount available for the Project.

6. Project Administration

- a. GRANTEE shall provide the STATE a written report showing total final Project expenditures and matching funds upon Project completion or grant expiration, whichever occurs first. GRANTEE must report to the STATE all sources of other funds for the Project. If this provision is deemed to be violated, the STATE will request an audit of GRANTEE and can delay the disbursement of funds until the matter is resolved.
- b. GRANTEE shall promptly submit written Project reports as the STATE may request throughout the term of this Agreement.
- c. GRANTEE shall submit a final accomplishment report, final invoice with associated supporting documentation, and copies of materials developed using GRANT FUNDS, including but not limited to plans, educational materials, etc. within 30 days of Project completion.

7. Financial Records

- a. GRANTEE shall retain all records described in Section 7(c) below for three (3) years after final payment by the STATE. In the case an audit occurs, all such records shall be retained for one (1) year from the date is audit is completed or the three (3) years, whichever date is later.
- b. GRANTEE shall maintain satisfactory financial accounts, documents, and records for the Project and make them available to the STATE for review

during reasonable times. This includes the right to inspect and make copies of any books, records, or reports of GRANTEE pertaining to this Agreement or matters related thereto.

- c. GRANTEE shall keep such records as the STATE shall prescribe, including, but not limited to, records which fully disclose (a) the disposition of the proceeds of state funding assistance, (b) the total cost of the Project in connection with such assistance that is given or used, (c) the amount and nature of that portion of the Project cost supplied by other sources, and (d) any other such records as will facilitate an effective audit. All records shall be made available to the STATE, other State of California agency, or other entity as determined by the State of California for auditing purposes at reasonable times.
- d. GRANTEE shall use any generally accepted accounting system.

8. Research

- a. GRANTEE that receives funding, in whole or in part, in the form of a research grant shall provide for free public access to any publication of a peer-reviewed manuscript describing STATE funded knowledge, STATE funded invention, or STATE funded technology shall be subject to the following conditions:
 - i. GRANTEE is responsible for ensuring that any publishing or copyright agreements concerning peer-reviewed manuscripts fully comply with this section
 - ii. GRANTEE shall report to STATE the final disposition of the peer-reviewed manuscript, including, but not limited to, if it was published, date of publication, where it was published, and, when the 12-month time period from official date of publication expires, where the peer-reviewed manuscript will be available for open access.
- b. For a peer-reviewed manuscript that is accepted for publication pursuant to the terms and conditions of this Agreement, the GRANTEE shall ensure that an electronic version of the peer-reviewed manuscript is available to STATE and on an appropriate publicly accessible repository approved by the state agency, including, but not limited to, the University of California's eScholarship Repository at the California Digital Library, the California State University's ScholarWorks at the Systemwide Digital Library, or PubMed Central, to be made publicly available not later than 12 months after the official date of publication. GRANTEE shall make reasonable efforts to comply with this requirement by ensuring that the peer-reviewed manuscript is accessible on an approved publicly accessible repository, including notifying the state agency that the manuscript is available on a

state-agency-approved repository. If the grantee is unable to ensure that his or her manuscript is accessible on an approved, publicly accessible repository, the grantee may comply by providing the manuscript to the state agency not later than 12 months after the official date of publication.

- c. For publications other than those described in (b), including scientific meeting abstracts, GRANTEE shall comply by providing the manuscript to the STATE not later than 12 months after the official date of publication.
- d. The grant shall not be construed to authorize use of a peer-reviewed manuscript that would constitute an infringement of copyright under the federal copyright law described in Section 101 of Title 17 of the United States Code and following.
- e. Use of GRANT FUNDS for publication costs, including fees charged by a publisher for color and page charges, or fees for digital distribution are allowable costs but must be within the GRANT FUNDS and item 4 of the agreement.
- f. GRANTEE may request a waiver to the publication requirement if GRANTEE has an existing publication requirement that meets or exceeds the requirements of the research provision. Waiver shall include information on GRANTEE's existing requirements. Approval of the waiver is at STATE's discretion.

9. Project Termination

- a. This Agreement may be terminated by the STATE or GRANTEE upon 30-days written notice to the other party.
- b. If either party terminates the Agreement prior to the completion of the Project, GRANTEE shall take all reasonable measures to prevent further costs to the STATE under the Agreement and the STATE shall be responsible for any reasonable and non-cancelable obligations incurred by GRANTEE in the performance of this Agreement prior to the date of the notice to terminate, but only up to the undisbursed balance of funding authorized in this Agreement.
- c. Failure by GRANTEE to comply with the terms of this Agreement may be cause for suspension of all obligations of the STATE hereunder at the discretion of the STATE.
- d. Failure of GRANTEE to comply with the terms of this Agreement shall not be cause for the suspension of all obligations of the STATE hereunder if in

the judgment of the STATE such failure was due to no fault of GRANTEE. At the discretion of the STATE, any amount required to settle at minimum cost any irrevocable obligations properly incurred shall be eligible for reimbursement under this Agreement.

- e. Final payment to GRANTEE may not be made until the STATE determines the Project conforms substantially to this Agreement.

10. Hold Harmless

- a. GRANTEE shall defend, indemnify and hold the STATE, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of GRANTEE, its officers, agents, or employees. The duty of GRANTEE to indemnify and hold harmless includes the duty to defend as set forth in Civil Code Section 2778. This Agreement supersedes GRANTEE's right as a public entity to indemnify (see Government Code Section 895.2) and contribution (see Government Code Section 895.6) as set forth in Government Code Section 895.4.
- b. GRANTEE waives any and all rights to any type of express or implied indemnity or right of contribution from the STATE, its officers, agents, or employees for any liability resulting from, growing out of, or in any way connected with or incident to this Agreement.
- c. Nothing in this Agreement is intended to create in the public or in any member of it rights as a third-party beneficiary under this Agreement.

11. Tort Claims

FEDERAL:

The United States shall be liable, to the extent allowed by the Federal Tort Claims Act 28 United States Code 2671-2680, for claims of personal injuries or property damage resulting from the negligent or wrongful act or omission of any employee of the United States while acting within the scope of his or her employment, arising out of this Agreement.

STATE:

The State of California shall be liable, to the extent allowed by law and subject to California Government Code, Title 1, Division 3.6, providing for the filing of tort claims against the State of California, for personal injuries or property damage

resulting from the negligent or wrongful act or omission of State of California employees while acting within the scope of his or her employment, arising out of this Agreement.

12. Nondiscrimination

The State of California prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, sex, marital status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. GRANTEE shall not discriminate against any person on any of these bases.

13. Conflict of Interest

GRANTEE or anyone acting on behalf of GRANTEE shall not have any conflicting personal and/or financial interests in carrying out the duties of the Agreement.

14. Incorporation

The grant guidelines and the Project Scope of Work, Project Budget Detail and any subsequent amendments or modifications to the Project Scope of Work and Project Budget Detail approved in writing by the STATE are hereby incorporated by reference into this Agreement as though set forth in full in this Agreement.

15. Severability

If any provision of this Agreement or the Project Scope of Work thereof is held invalid, that invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end the provisions of this Agreement are severable.

16. Waiver

No term or provision hereof will be considered waived by either party, and no breach excused by either party, unless such waiver or consent is in writing and signed on behalf of the party against whom the waiver is asserted. No consent by either party to, or waiver of, a breach by either party, whether expressed or implied, will constitute consent to, waiver of, or excuse of any other, different, or subsequent breach by either party.

17. Assignment

This Agreement is not assignable by GRANTEE either in whole or in part.

ADDENDUM – CALIFORNIA CLIMATE INVESTMENTS (CCI) GRANT PROJECTS

I. SPECIAL PROVISIONS

1. Grant funds shall be used on projects with the primary goal of reducing greenhouse gases (GHGs) and furthering the purposes of California's Global Warming Solutions Act of 2006, Division 25.5 (commencing with Section 38500) of the Health and Safety Code, and related statutes.
2. Grant funds shall be used on projects limited to specific activities as described in CCI Grants Procedural Guides.
3. Greenhouse gas emissions must be calculated using the CARB Greenhouse Gas Quantification Methodology applicable to the grant program (<https://ww2.arb.ca.gov/resources/documents/ci-quantification-benefits-and-reporting-materials>).
4. Grantee shall report project and benefits information when requested by the State. This may include, but is not limited to, funding expended, acres treated, GHG emissions, trees planted, disadvantaged community benefits, energy/water savings, job creation, and other co-benefits.
5. Grantee shall maintain accurate and detailed records documenting project description, project location, and schedule, CCI dollars allocated, and leveraged funds throughout the duration of the project.
6. Failure of Grantee to meet the agreed upon terms of achieving required GHG reduction may result in project termination and recovery of funds.

II. MONITORING AND REPORTING REQUIREMENTS

All funds expended through CCI are subject to emissions reporting and requirements. Grantee is expected to provide the appropriate materials for completing program quantification methodology. Grantee shall use the current reporting template provided by the STATE. The reporting shall be submitted to the STATE no less frequently than quarterly. In addition, STATE may request additional information in order to meet current CARB reporting requirements. The requirements are available on the CARB CCI Quantification, Benefits and Reporting Materials webpage:

<https://ww2.arb.ca.gov/resources/documents/ci-quantification-benefits-and-reporting-materials>.

III. PROGRAM ACKNOWLEDGEMENT/RECOGNITION

1. All projects funded both fully and partially by the GGRF must clearly display, identify and label themselves as being part of the “California Climate Investments” program. The acknowledgement must contain the California Climate Investments and CAL FIRE logos as well as the following statement:

“Funding for this project provided by the California Department of Forestry and Fire Protection as part of the California Climate Investments Program.”

A draft of the acknowledgement must be approved by the STATE prior to publication. For stationary projects, acknowledgement may include, but is not limited to, a sign on the project site. For other project types, such as vehicles, equipment, and consumer-based incentives, acknowledgement is encouraged by using a decal, sticker or other signage.

Guidance on California Climate Investments logo usage, signage guidelines, and high-resolution files are contained in a style guide available at:

www.caclimateinvestments.ca.gov/logo-graphics-request.

2. In addition, all projects funded both fully and partially by GGRF must contain the following statement in public announcements or press releases on said projects:

“The Watsonville Community Forestry Project is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing GHG emissions, strengthening the economy, and improving public health and the environment– particularly in disadvantaged communities. The Cap-and-Trade program also creates a financial incentive for industries to invest in clean technologies and develop innovative ways to reduce pollution. California Climate Investments projects include affordable housing, renewable energy, public transportation, zero-emission vehicles, environmental restoration, more sustainable agriculture, recycling, and much more. At least 35 percent of these investments are located within and benefiting residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the California Climate Investments website at: www.caclimateinvestments.ca.gov.”



2019/2020 Urban & Community Forestry: California Climate Investment Grants
Project Application Form



Fill out the form completely. Please see the submittal instructions at the bottom of the form. The Project Tracking Number requested is listed in the letter of invitation you received.

CAL FIRE Project Tracking Number: 19-CCI-UF-MGMT-006

Name of Organization City of Watsonville

Project Title Watsonville Community Forestry Project

Project Type Urban Forest Management Activities

Requested Grant \$ \$894,476.80

Matching \$ \$81,500.00

Total Project \$ \$975,976.80

Primary Source of Technical Advice ISA Certified Arborist

Explanation (if required):

Professional's First Name Ben

Professional's Last Name Heistein

1. Applicant information - Eligible applicants include cities, counties, qualifying districts, or nonprofit organizations qualified under section 501(c)(3) of the Internal Revenue Code.

Type of Organization City

1A. Primary Project Contact information

First Name Ben

Last Name Heistein

Email benjamin.heistein@cityofwatsonville.org

Phone Number (831) 768-3150

Address 1 Parks & Community Services Department

Address 2 250 Main St

City Watsonville

County CA

State California

Zip Code 95076

1B. Secondary Project Contact information

First Name Nick

Last Name Calubaquib

Email nick.calubaquib@cityofwatsonville.org

Phone Number (831) 768-3246

Address 1 Parks & Community Services Department

Address 2 250 Main St

City Watsonville

County 95076

State California

Zip Code 95076

1C. Correspondence Details: List any information needed for project contacts, invoicing, etc.

Secondary Phone # for Ben Heistein: 831-421-2905 (cell)

2. Partner information - List primary project partners or co-sponsors. Applicants must provide a letter of commitment from each partner organization that affirms their role in the project.

2A. Name of Organization 1 Watsonville Wetlands Watch

First Name Jonathan Last Name Pilch

Partner Contact Title Executive Director

Email jonathan@watsonvillewetlandswatch.org Phone Number (831) 728-1156

Comments Providing lead coordination of tree planting, outreach and educational project components

2B. Name of Organization 2 California Conservation Corps - Monterey Bay Center

First Name Janet Last Name Wohlgemuth

Partner Contact Title Conservation Supervisor

Email janet.wohlgemuth@ccc.ca.gov Phone Number (831) 768-0150

Comments Corps members will assist with tree planting, establishment, outreach, and receive job training.

2C. Additional Partners: list additional partner organizations with contact person, email address, and phone number.

Friends of Watsonville Parks, Alfonso Lobato, alfonso_lobato@hotmail.com 831-840-0632; Regeneracion Pajaro Valley, Nancy Faulstich, nancy@regeneracionpajarovalley.org, 831-227-5982; Pajaro Valley Arts Gallery, Linda Martin, linda@pvarts.org, 831-722-3062; New School, Russell Love, russell_love@pvusd.net, 831-227-5982; PV Health Trust, DeAndre James, djames@pvhealthtrust.org, 831-763-6084

3. Start of Grant Period: provide the estimated start of the grant project. The grant period will end on March 30, 2024. Final billing must be received within 30 days after the completion date.

Planned Project Start Date Aug 1, 2020

4A. AB 1550 - Disadvantaged and Low Income Communities. Check the boxes for AB 1550 criteria that the project will meet. At least one box in each step must be checked to qualify. Visit <https://ww2.arb.ca.gov/resources/documents/cci-quantification-benefits-and-reporting-materials> to find the criteria tables for this grant program.

Step 1, Priority Populations: ☒ meets "1A" ☒ meets "1B" ☒ meets "1C" ☒ meets "1D"

Step 2, Address Needs: ☐ meets "2A" ☐ meets "2B" ☒ meets "2C" ☐ meets "2D"

Step 3, Provide Benefits: ☒ meets "3A" ☒ meets "3B" ☒ meets "3C" ☐ meets "3D" ☐ meets "3E"

Provide any necessary discussion:
All project activities are either in a SB 535, bordering, or an AB1550 community that has a combination of high pollution burden and low

4B. Census tracts: list census tracts for the project that will meet AB 1550 criteria from the *Grant Guidelines*. Census tracts should be listed using the 10 digit number found for each tract on the map(s) at <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>

6087110200, AB 1550, CalEnviro 60-65%;
6087110501, AB 1550, CalEnviro 60-65%;
6087110100, AB 1550, CalEnviro 60-65%;
6087110300, AB 1550, CalEnviro 75-80%;
6087110400, SB 535 and AB 1550, CalEnviro 80-85%; 6087110502 and 6087110600, AB1550, CalEnviro 40-45%

5. GHG Methodology: Fill in the GHG calculated amounts below. Describe the assumptions used to quantify GHG reductions using the ARB Quantification Methodology as required in the grant guidelines and found at: <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/quantification.htm>. You are required to attach proof that the ARB specified quantification methodology was followed.

5A. Estimated carbon stored (MT CO₂e)

5B. Estimated avoided emissions (MT CO₂e)

5C. Estimated project emissions (MT CO₂e)

5D Net GHG benefit (MT CO₂e). (5A + 5B) - 5C =

GHG quantification was done using the ARB Methodology via i-Tree Planting and the ARB Benefit Calculator Tool version 1/28/2020. We have a fairly good idea of what species of trees are needed and where they are going due to having already determined the priority planting areas for this project. The City has been engaged in tree planting efforts for many years and understands which species and cultivars perform well. The City has an arborist that informed decisions on which species to select for this project. Whenever possible, the largest canopy tree has been chosen for each site. However, due to unknown variables expected during project implementation, shade trees planted in residential neighborhoods were assumed for now to be at an East azimuth, 40-59' from a house, following a recommendation in a training webinar to consider planting characteristics at a project level for planning purposes. The proposed project includes 162 shading trees on residential city streets in the private property /public-right-of-way frontage along sidewalks.

As individual planting locations are worked out, we expect some modifications to individual shade tree planting characteristics, but are confident the provided method estimates are conservative. We anticipate that some residents will want small-canopy trees so approx. 40 smaller stature trees are included, but many residents will have the choice to go bigger if their planting site can accommodate it. Based on our initial assessment, there is room for larger trees in most circumstances, and residents will be encouraged to plant as large a tree as possible due to the enhanced benefits. On the other hand, unforeseen under ground utility conflicts may necessitate a smaller-stature tree in some circumstances. Actual GHG benefit totals will be provided via MDCA reporting, and this being said, we do expect that implementation of this project will yield slightly higher net GHG benefits than estimated.

98 non-shading trees would be planted in Parks and the Pennsylvania Drive greenbelt corridor. These trees are considered non-shading because they are expected to be planted greater than 60' from a building. 46 of the non-shading trees are street trees.

Following the planting of each tree, the tree location will be recorded with a GPS instrument. This information will be input into a comprehensive GIS database that will be used to track the tree planting date, tree health, maintenance, and growth over time. The associated greenhouse gas emissions will be derived from the CalFire provided ARB Quantification Methodology and based off of i-Tree Planting and the most current version of the ARB Benefit Calculator Tool. GHG reductions and sequestration will be tracked through the CalFire provided MDCA worksheets and reported in accordance with the grant specifications.

6. Narrative. In the sections below, please follow the prompts and provide all relevant information for the project.

6A. Background. Describe the situation in the project area(s) and problems in the project area(s) that need attention.

Expansion and improved management of urban forests is greatly needed in the City of Watsonville. Watsonville is an urban center located along California's central coast, (population 53,000) and surrounded by large expanses of agricultural areas. The City is significantly deficient in urban forest resources, with currently 7.8% canopy coverage. This severe lack of urban trees directly impacts the City's public health and well-being and the freshwater wetlands that underlie the City. This need is underscored by the fact that the City lacks a clear understanding of the urban forest characteristics needed to best manage this resource, an urban forest management plan to guide tree management, and the policies needed to protect trees and ensure proper regulation uniformly throughout the City.

Watsonville is a predominantly low income community, where for example among the approximately 20,000 students in the Pajaro Valley Unified School District, over 75% qualify for free and reduced lunch and unemployment rates are the highest in Santa Cruz County. The entire City qualifies as either SB 535 or AB 1550 under the CA ARB designation, and has a combination of high pollution burden and low income. Watsonville exemplifies the type of community in California that will benefit most from urban forest development. As a disadvantaged and low income community, it is one that will be most at-risk to the impacts of climate change, such as increased heat and heat related impacts to public health, which will compound the already high air quality pollution burden. Urban forest and tree canopy development will contribute meaningfully to City residents public health through shading, cooling, and air and water quality benefits, while addressing climate change through carbon capture and reduction of energy use and associated emissions within the City.

The City of Watsonville and Watsonville Wetlands Watch are currently collaborating on an Urban and Community Forestry grant, which is nearly complete and will result in 300 new trees planted throughout the City's most highest needs areas by the fall of 2020. This very successful project represents our first collaboration in urban forest expansion and to date has supported over 1,500 youth and family volunteer hours in tree plantings and care. Both the City and Watsonville Wetlands Watch have extensive experience in regional plan development, including the City's Urban Greening Plan (2012) and Climate Action Plan (2015), as well as in the design and implementation of new ordinances, such as the City's recent successful single-use service ware plastics ban, adopted in June of 2019.

6B. Project Objectives - What are the objectives of the proposed project? How do they address the situations and problems identified in the background section?

The proposed project represents the second phase of a previously CalFire funded urban forest expansion project. The proposed project will build off the success of prior work, which begun in 2018, while addressing the lack of tree protection policies and an urban forest management plan needed to develop and sustain long-term public and environmental benefits. This project will also pilot new neighborhood tree planting events and community engagement strategies important to urban forest expansion in Watsonville.

The proposed project will develop a comprehensive urban forest management plan designed to evaluate current urban forest resources, identify locations, opportunities, and needs for urban forest expansion, and develop appropriate policies needed to sustain and enhance urban forest resources within the City of Watsonville over time. Concurrent with this work, 260 trees will be planted on public streets and within the public right-of-way in neighborhoods and private property so as to improve tree canopy cover and increase public education and awareness of the benefits of this work.

Specific project objectives include:

1. Develop a comprehensive urban forest inventory, including tree canopy mapping & analysis for the City of Watsonville;
2. Develop an urban forest management plan and comprehensive tree preservation ordinance, per CalFire guidelines;
3. Develop project designs and plans for at least 50 future street, neighborhood, and school tree plantings that can be implemented as shovel-ready projects following the urban forest management plan creation;
4. Complete a comprehensive bi-lingual (Spanish/English) resident survey to support the urban forest management plan and ordinance development;
5. Establish a tree canopy cover goal for the City;
6. Develop and adopt a City of Watsonville tree preservation ordinance;
7. In partnership with the non-profit partner agency, Watsonville Wetlands Watch, install 260 trees on City streets, parks, and neighborhoods during 20 public and local student education and outreach events that will also include surveying of residents and City resident engagement so as to increase our understanding of resident attitudes and guide further urban forest expansion activities;
8. In partnership with Watsonville Wetlands Watch, pilot resident neighborhood tree planting events and an adopt-a-tree tree stewardship program to engage City residents in urban forest stewardship and foster public interest and appreciation for urban forest expansion;
9. Provide job training opportunities and job creation to local youth and Corps members.

These objectives are designed to support the City in clearly understanding the current urban forest characteristics to ensure effective long-term planning and best management of the City's trees.

6C. Scope of Work - Describe the approach to be used, the design (methods), and implementation of the project. Include who will be involved with specific tasks and justify why the approach, methods and implementation is the most effective way to accomplish the objectives. Include a description of project sign contents and their locations. *(continued on next page)*

This work will address the absence of local tree protection measures through the development of an Urban Forest Management Plan and official adoption of a tree preservation ordinance, which will be developed with input reflective of the diversity and values of Watsonville's residents. Project activities will also meaningfully advance the City's urban forest expansion goals during the grant period through the installation of an additional 260 new trees. These plantings will be done in conjunction with effective community engagement during neighborhood planting projects that will educate and cultivate interest by community members needed to aid in the long-term growth and care of urban trees on public and private properties.

The proposed project represents a collaboration between the City of Watsonville and partnering organization, Watsonville Wetlands Watch (WWW). To date, the City does not have a tree inventory, urban forest management plan, or comprehensive tree preservation ordinance. Currently the City has a very limited Historic Tree preservation ordinance only, and this would be incorporated into a more comprehensive ordinance. The City did adopt an Urban Greening Plan in 2012 which includes an Urban Street Tree chapter that provided general recommendations and guidelines for street tree development and identified priority project implementation areas.

Building off of this prior work, the City and WWW will work with a consulting firm to develop the proposed tree inventory and canopy analysis that will focus on trees within City property and maintenance responsibility to include private property trees within the public realm to the extent practical. The tree inventory will include all trees located on public property such as sidewalks, streets, medians, and public parks. The inventory will include, but will not be limited to, collection of data required that corresponds to the CalFire Minimum Data Collection Attributes and will be collected within geographical subsections of the City. Data will be collected in a form compatible with ESRI GIS database requirements to facilitate the long-term management of data by the City and WWW. Following this, a tree inventory analysis will be performed, that provides information on urban forest structure (i.e. species composition, number of trees, tree density, tree health, and other characteristics), and provides information on important public health and environmental benefits, such as pollution removed, avoided run-off, public health benefits, total carbon stored, and net carbon sequestered annually. This work will help to quantify the economic, social, and environmental benefits of the tree canopy and support urban forest management needs.

In addition to the tree inventory, a tree canopy analysis will be performed to improve the understanding of the entirety of the City's trees, including those located outside of public property. This analysis will be a tree canopy coverage and distribution analysis that will provide an understanding of tree canopy coverage throughout the City and can be geographically segmented. The value of this geographic segmentation by region throughout the City is to help prioritize urban forest expansion activities and support community engagement strategies. This will include a land cover assessment to identify, for example, impervious surfaces, bare areas, waterways, sparse vegetation, trees in turf settings, etc. The City's Local Hazard Mitigation Plan, which is currently under development, has documented where in the City heat impacts associated with climate change will be most pronounced, based on the Trust for Public Land's Climate Smart City's tool, which uses average land surface temperature. The canopy analysis will integrate the understanding of how climate change will impact the City and how urban forest management and expansion activities can mitigate these impacts for Watsonville residents. It will also provide information on species composition, structure, and age.

Following this, an urban forest management plan will be developed that will have a lifespan of at minimum 40-50 years. This plan will ensure that the City has a clear understanding of its urban forest goals on public and private lands. The urban forest management plan process will include effective Spanish/English community engagement and attitude surveys to inform the plan and forthcoming tree preservation ordinance. The plan will provide the City and WWW with an effective roadmap for urban forest management, maintenance of management activities, and quantifiable monitoring of urban forest management. The plan will include an equity analysis that helps to ensure urban forest management provides socio-economically equitable benefits to Watsonville residents and will articulate a tree canopy cover goal for the City that is tailored to Watsonville. The plan will also define the needs of a tree preservation ordinance and articulate the monitoring and oversight responsibilities needed to effectively manage and maintain such an ordinance.

As a supplemental document, and in conjunction with this work, plans for approx. 50 new urban forest expansion projects will be developed, in order to provide 'shovel-ready' projects that enable the City and partners to advance the goals of the urban forest management plan quickly after the plan is adopted.

Following this, the City and WWW will develop and ensure adoption of a tree protection ordinance to be integrated into the City's municipal code. This ordinance will clearly define public and private trees and articulate the City's and property owners' responsibilities with respect to each category of tree. It is expected to include evaluation of a tree protection plan for existing and new construction, a local Tree Mitigation fund, and other preservation measures and permitting requirements. It will provide clear and consistent language for tree protection and management to support the monitoring and enforcement outlined within the policy.

6C. Scope of Work - Continued from previous page

In addition to the planning components of the proposed work of this project the City will partner with Watsonville Wetlands Watch to implement the planting and establishment of 260 trees and also facilitate community engagement, education, and outreach. This work will include piloting neighborhood planting events, and development of an adopt-a-tree volunteer / tree stewardship program. Neighborhood outreach events will be held throughout the grant period and will support the gathering of community input surveys in support of development of the Urban Forest Management Plan and Ordinance. At least 20 local school and community volunteer tree planting events will be hosted to plant these trees.

Tree plantings and tree care will also be supported by the California Conservation Corps who will assist with the tree plantings and volunteer tree planting preparation, while gaining valuable job training skills and experience in urban forest management activities. The California Conservation Corps is listed as a primary project partner and is committed to participating in this project. Many times, Corps members earn the skills through projects like this to gain permanent local employment and obtain other industry credentials.

This project will also create jobs and provide job training through the employment of staff to facilitate tree planting, maintenance, and outreach components. Both the City and Watsonville Wetlands Watch have a history of hiring local labor many of whom started as volunteers or interns through community events or other job training programs.

Specific tree planting areas include several neighborhoods that have already been identified as priority planting areas in the 2012 Urban Greening Plan. These sites each bear unique attributes and DAC census tract status and these areas are geographically represented on the Project maps.

We are planning to plant trees in the following areas:

Neighborhoods/ Residential City Streets:

- Clifford Ave. neighborhood (50 trees)
- Martinelli Ave. neighborhood (45 trees)
- Rolling Hills Elementary School neighborhood (22 trees)
- Rodriguez St. neighborhood (45 trees, some of which will be planted in new tree wells in the city sidewalk.)

Parks:

- Hope Drive Park (16 trees)
- Flodberg Park (3 trees)
- Arista Park (5 trees)
- Atri Park (3 trees)
- Brentwood Park (9 trees)
- Victorian Park (5 trees)
- Joyce-Mckenzie Park (8 trees)
- Callaghan Park (3 trees)

Greenbelt/ street-scape corridor:

- Pennsylvania Drive (46 trees)

In Summary, the Scope of Work for this project includes but is not limited to the following:

- Conduct a thorough assessment of existing urban forestry practices and policies;
- Develop a comprehensive urban forest inventory/canopy analysis for the City of Watsonville;
- Adopt a community-based urban forest management plan, per CalFire guidelines;
- Complete a comprehensive bi-lingual (Spanish/English) resident survey to support the urban forest management plan and ordinance development;
- Installation of 260 trees on City streets, parks, and neighborhoods during 20 public and local student education and outreach events, neighborhood outreach events, and establishment of a volunteer adopt-a-tree program and long-term stewardship model;
- Develop project designs and plans for at least 50 future street, neighborhood, and school tree plantings that can be implemented as shovel-ready projects following the urban forest management plan creation;
- Establish a tree canopy cover goal for the City;
- Adopt a comprehensive Tree Preservation Ordinance.

6D. Project Time Line - Provide a general project time line. Do not list specific dates or months due to uncertainty in when projects may begin. Plan on projects ending no later than March 30, 2024.

Year 1: (2020-2021)
-Issue Request for Proposal (RFP) to Urban Forestry Consultant
-Begin community engagement (surveys, meetings, art contests, tree planting events) for the Urban Forestry Management Plan
-Conduct city tree inventory and canopy analysis
-Initiate tree planting and outreach activities
Year 2: (2021-2022)
-Continue tree planting and outreach activities; secure tree stewardship agreements among local residents
-Begin development of a tree preservation ordinance
-Draft neighborhood tree planting plans
-Final draft of Urban Forestry Management Plan and continue community engagement
Year 3+: (2022-2023)
-Final Draft and Adoption of Urban Forestry Management Plan and city tree ordinance by December 2023

6E. Tree Information (if applicable) - Provide the following information about any trees or plants to be planted as part of the grant project. Include information even if the trees or plants are not to be funded by CAL FIRE.

Species List - Provide a list of the tree and plant species for this grant project . Include common name, Genus, and species. Include the approximate number of each species to be used. List minimum planting stock size for each species.

Acer, 'Autumn Blaze' (Autumn Blaze maple), 10, #15
Aesculus californica (CA buckeye), 4, #15
Ginkgo biloba (japanese maidenhair), 23, #15
Jacaranda mimosifolia (Jacaranda), 3, #15
Lagerstroemia 'Natchez' (white-flowering crape myrtle), 21, #15
Platanus racemosa (CA sycamore), 5, #15
Quercus agrifolia (coast live oak), 56, #15
Quercus frainetto 'Schmidt' (Forest Green oak), 10, #15
Quercus shumardii (shumard oak), 31, #15
Quercus suber (cork oak), 10, #15
Quercus virginiana (southern live oak), 13, #15
Tristanopsis conferta (brisbane box), 18, #15
Ulmus x 'Frontier' (Frontier Elm), 35, #15
Ulmus x 'Alcolade' (Accolade Elm), 21, #15

Total Project Trees: 260

Total CAL FIRE Funded: 260

6F. Other deliverables. List all other project deliverables and quantities to be funded by CAL FIRE, as well as overall project totals.

-City of Watsonville Tree Inventory
-City of Watsonville Tree Canopy Analysis
-City of Watsonville Urban Forest Management Plan
-City of Watsonville Tree Preservation Ordinance
-Neighborhood Tree Planting Plans (approximately 50 total)-
-Installation of 260 trees in high priority locations
-20 Volunteer Tree Planting/ community engagement events
-50 Tree stewardship/adopt a tree volunteer agreements

7. Budget Information

7A. Budget Detail - Provide a specific budget for work to be done. The budget should be based on bid quotes and/or estimates from vendors or on actual costs that will be incurred. The line items listed should be specific enough to adequately describe project expenses. Use the Excel format CAL FIRE has provided for your budget, and follow the guidance in the *Grant Guidelines*. You should note that applicants, if successful in being awarded a grant, will have to follow this budget and will only have the opportunity for minor budget adjustments. The total grant award amount for the project can not be increased later.

7B. Explanation of Budget and Costs - Describe the basis for the budget amounts listed above. Applicants will be expected to adhere to this budget (*Continued on next page*).

Personnel:

- City of Watsonville staff time to assist with tree plantings, tree care, and establishment: 2,810 hours
- City of Watsonville staff time, project manager and City arborist to oversee the project, including all planning and adoption of the ordinance, 750 hours
- Watsonville Wetlands Watch staff labor to assist with tree plantings, tree establishment, volunteer engagement, tree planting plan development, and bi-lingual community outreach associated with resident surveys and community meetings: 4400 hours
- Watsonville Wetlands Watch staff labor to support project management, tree inventory development, site plan development, tree inventory, urban forest plan development and ordinance adoption, 700 hours

Contractual:

Tree Inventory, Urban Forest Management Plan, Ordinance:

- Develop Tree Canopy Analysis and Tree Inventory: \$122,000;
- Community outreach survey and analysis: \$10,000,
- Develop Urban Forest Management Plan: \$180,000,
- Design tree planting plans: \$40,000;
- Develop and coordinate adoption of tree protection ordinance: \$30,000,

Community Tree Plantings, Tree Establishment, and Care:

- California Conservation Corps, support tree installation and tree care: 1200 hours, \$33,600
- Concrete cutting for tree cut-outs, \$25,000, estimated at \$2,500 per cutout. If it can be done for less, add'l tree cut-outs will be made

Travel: 1000 miles estimated as match from the City of Watsonville and Watsonville Wetlands Watch

Supplies:

- Trees: budgeted at \$75 per tree (includes freight/delivery): 19,500; Tree Stakes budgeted at \$10.00 per tree (3 stakes per tree): \$2,730.00;
- Tree Ties, budgeted at \$0.70 per tie: \$574; Mulch, budgeted at 120 yards: \$2,640.00; Irrigation materials \$1,591; Project sign: \$400; tags
- Equipment: Equipment rental of a tractor of \$3,150 for 7 days of tractor rental

Education & Outreach: 600 tree care pamphlets: \$1,800, 1000 brochures: \$5,000; education event prizes to support community engagement: \$320, Paid advertising to support community engagement: \$4,300

Post Grant Maintenance: \$120 per tree to support structural pruning, and other post grant maintenance needs: \$31,200

Indirect Costs: 12%, \$95,836.80 to support allowable indirect costs such as accounting, bookkeeping, and other related indirect costs

7C. Matching Funds - List other non-GGRF funding sources, that will meet grant matching requirements.

Source 1	City of Watsonville	Amount	\$71,500.00
Description	In-kind contributions for project management and technical expertise by the City's certified arborist, Ben Heistein, WE-9924A who is also the Assistant Parks Director, totaling approx. 1100 hours		
Source 2	Watsonville Wetlands Watch	Amount	\$10,000.00
Description	Matching funds for school bus educational field trips (\$3,000) and event supplies (\$7,000)		

Source 3		Amount	
Description			
Source 4		Amount	
Description			
Matching funds comments			

8. Project Co-Benefits - What co-benefits will the project have? Check the boxes below for the applicable co-benefits, then describe and/or quantify them. Describe how the project will achieve the co-benefits.

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Stormwater reduction | <input checked="" type="checkbox"/> Improved public health | <input checked="" type="checkbox"/> Jobs created (use ARB tool) |
| <input checked="" type="checkbox"/> Improved water quality | <input checked="" type="checkbox"/> Enhanced active transportation | <input checked="" type="checkbox"/> Job training conducted |
| <input checked="" type="checkbox"/> Improved air quality | <input checked="" type="checkbox"/> Reduced vehicle miles travelled | <input checked="" type="checkbox"/> Community outreach conducted |
| <input checked="" type="checkbox"/> Energy savings | <input type="checkbox"/> Vacant lot(s) acquired | <input checked="" type="checkbox"/> Education tools/media produced |
| <input type="checkbox"/> Biomass diverted from landfill | <input checked="" type="checkbox"/> Improved urban forest management | <input checked="" type="checkbox"/> Other co-benefits |

Project co-benefits are diverse and will include the following:

1. Stormwater treatment into local wetlands and waterways;
2. Improved air quality achieved through the planting of large stature trees that will moderate ambient temperatures and remove airborne particulates;
3. Reduction of vehicle miles traveled and improved active transportation through shading of sidewalks and bicycle lanes;
4. Job training through collaboration with the California Conservation Corps and Watsonville Wetlands Watch youth education programs;
5. Community education and outreach will include at least 20 volunteer plantings and school field trips. An adopt-a-tree program ("Other" Co-Benefit) is planned to be formally launched;
6. Energy savings will be created by installation of street trees that will shade pavement, reducing the urban heat island effect and reducing degradation and the frequency of re-paving and associated emissions;
7. Creation of a City tree inventory and canopy analysis to support improved urban forest management;
8. Creation of an Urban Forest Management Plan to support long-term sustainability of Urban Forest Resources;
9. Creation of a tree preservation ordinance to support improved urban forest management;
10. Improved public health through improved air quality, reduced heat impacts through increased cooling and shading, and implementation of tree planting and tree care events and programs that encourage the community to participate in active and family friendly volunteer events that promote community cohesion;
11. Secured long-term partnerships and tree stewards to facilitate a long-term Community Forestry model for Watsonville.

The planting of 260 trees will also result in:

- 23 acre-feet (7.5 mil gallons) of stormwater intercepted
- 1,415 pounds of air pollution reduced
- 392,359 kWh of electricity conserved

This project will also benefit existing city initiative and strategic priorities such as enhancing public infrastructure, the environment, providing for the well-being and health of the community, city beautification efforts, and greening blighted spaces in the public and private realm. This project is consistent with the City's General Plan, 2012 Urban Greening Plan, and 2015 Climate Action Plan.

Combined, these co-benefits will also aid economic development in the city by creating a more livable space to conduct business and everyday life. The qualitative psychological and socio-economic benefits of this project are significant and will impact residents in positive ways for decades.

8. Project Co-Benefits - continued from previous page.

Additionally, according to the ARB Job Modeling tool, this project will support:

11.3 FTE jobs by the Project Budget

10.3 FTE jobs by Project GGRF funds

9. Certifications & Forms- The following certifications must be filled out and signed by the appropriate person.

9A. Certification of Party Responsible For Maintenance

I, Appropriate representative Ben Heistein

certify that the Appropriate agency City of Watsonville

will provide or be responsible for 100% of the maintenance for a minimum of 3 years after the end of the grant period in accordance with ANSI A-300 tree care standards, the accompanying ISA Best Management Practices and the standards outlined in the grant agreement and/or grant attachments with the California Department of Forestry and Fire Protection.

Signature



Date April 15, 2020

Title Assistant Parks & Community Serviced Director

Phone Number 831-768-3150

9B. Statement of Compliance With All Applicable Laws (all projects must fill out and sign)

I, Appropriate representative Ben Heistein

certify that the Appropriate agency City of Watsonville

will abide by all applicable federal, state, and local laws, ordinances, regulations and policies in carrying out this State bond-funded project. Failure to do so will lead to cancellation of the grant award.

Signature



Date April 15, 2020

Title Assistant Parks & Community Serviced Director

Phone Number 831-768-3150

9C. Checklist of Necessary Forms To Be Completed. Some may not be applicable to your project.

- | | |
|---|---|
| <input checked="" type="checkbox"/> CAL FIRE Urban Forestry Program Environmental Checklist | <input checked="" type="checkbox"/> State of California Non-Discrimination Compliance (Std. 19) |
| <input checked="" type="checkbox"/> Proof of AB 1550 community designation documentation. | <input checked="" type="checkbox"/> State of California Drug-Free Workplace Certification (Std. 21) |
| <input checked="" type="checkbox"/> Representative project area maps with AB 1550 information | <input checked="" type="checkbox"/> State of California Payee Data Record (Std. 204) |
| <input checked="" type="checkbox"/> Governing Body Resolution (must follow sample format) | <input checked="" type="checkbox"/> Signed letters of participation from listed partners |
| <input checked="" type="checkbox"/> Documentation of support (AB 1550 Step 2C) | <input checked="" type="checkbox"/> Project sign schematic (including CAL FIRE and CCI logos) |
| <input checked="" type="checkbox"/> 5-10 representative site photos | <input checked="" type="checkbox"/> Proof that ARB quantification methodology was followed |
| <input checked="" type="checkbox"/> Urban and Community Forestry Project Budget | <input checked="" type="checkbox"/> Jobs information using ARB methodology (if applicable) |

☒ Other:

List other
attachments:

Sample Planting Plan

SIGNATURE: The authorized primary project contact for the applying organization must sign below. This must be the person, or person holding the position, that is mentioned in the required governing body resolution, and the same person or position signing all of the other required forms. The signature indicates that, to the best of the signer's knowledge, all of the information provided in this application and all attached required forms and documents are true, accurate, and correct. The signer also acknowledges reading and understanding the *CAL FIRE Urban and Community Forestry Grant Guidelines for 2019/2020*.

Signature



Printed Name MATTHEW HUFFAKER

Title CITY MANAGER

Date April 15, 2020

Be sure to save a copy of this form for your records. Submit one (1) electronic copy in the fillable PDF format to CALFIRE.Grants@fire.ca.gov. Please use "U&CF Project Application" and your Project Tracking number in the email subject line and include yourself as a CC. Your CC will be proof of your submittal. Application supporting documents and a signed and scanned copy of this form should be uploaded to your CAL FIRE assigned Box.com folder and labeled with your Project Tracking number. All documents must be submitted/uploaded no later than 3:00 PDT on Thursday, April 16, 2020.

CAL FIRE Urban & Community Forestry Program CCI Grants

Greenhouse Gas Reduction Fund - Urban and Community Forestry Program
Budget Proposal

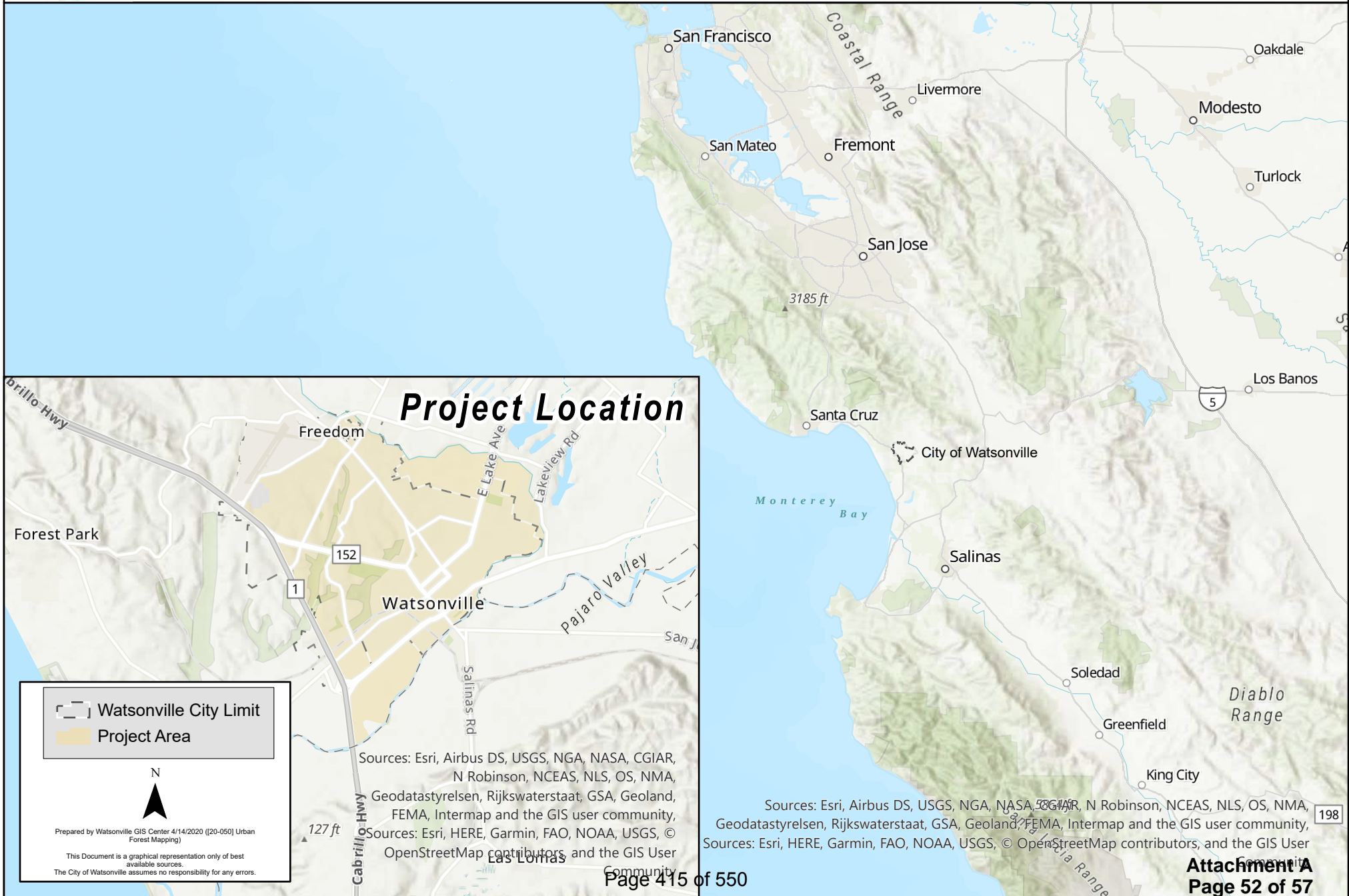
GRANTEE NAME

Budget Item	Description	Cost Basis	CAL FIRE Grant Share	Grantee Match	Total
A. Salaries and Wages			216,000.00	65,000.00	281,000.00
	City of Watsonville Arborist	750 hours x \$55/hour		41250	41,250.00
	City of Watsonville Parks Maintenance Staff Tree Planting and Establishment	1610 hours x \$25/hour	30,000.00	10250	40,250.00
	City of Watsonville Parks Maintenance Staff Tree Planting and Establishment	1200 hours x \$30/hour	30,000.00	6,000.00	36,000.00
	Watsonville Wetlands Watch Tree Planting and Establishment Labor, and Volunteer and Community Engagement	4400 hours x \$30/hour	129,000.00	3,000.00	132,000.00
	Watsonville Wetlands Watch Support for Tree Inventory, Urban Forest Management Plan, Ordinance	700 hours x \$45/hr	27,000.00	4,500.00	31,500.00
					-
B. Employee Benefits			67,080.00	15,070.00	82,150.00
	City of Watsonville Arborist	750 hours x \$10.16/hour		7620	7,620.00
	City of Watsonville Parks Maintenance Staff	1 staff x 1610 hrs x \$9/hr	10,800.00	3690	14,490.00
	City of Watsonville Parks Maintenance Staff	1 staff x 1200 hrs x \$9/hr	9,000.00	1,800.00	10,800.00
	Watsonville Wetlands Watch Tree Planting and Establishment	4 staff x 1100 hrs x 9.60/hr	41,280.00	960	42,240.00
	Watsonville Wetlands Watch Support for Tree Inventory, Urban Forest Management Plan, Ordinance	700 hrs x 10/hr	6,000.00	1000	7,000.00
C. Contractual			440,600.00	-	440,600.00
	Tree Canopy Analysis and City of Watsonville Tree Inventory		122,000.00	0	122,000.00
	Conduct community outreach and community input surveys		10,000.00	0	10,000.00
	Develop City of Watsonville Urban Forest Management Plan		180,000.00	0	180,000.00
	Develop site specific project designs	50 planting plans	40,000.00	0	40,000.00
	Develop Tree Protection Ordinance		30,000.00	0	30,000.00
	Sidewalk and concrete cutting to prepare tree plantings	\$2,500 per cut-out, 10 cut-outs	25,000.00	0	25,000.00
	California Conservation Corps, tree planting and tree establishment	Labor calculated at \$28/hr, 1200 hours	33,600.00	-	33,600.00
D. Travel			-	560.00	560.00
	Mileage	1000 miles x \$0.56/mile	-	560	560.00
					-
					-
E. Supplies			29,190.00	550.00	29,740.00
	Trees	260 #15 trees @ \$75/tree	19,500.00	-	19,500.00
	Replacement trees	13 # 15 trees @ \$75/tree	975.00	-	975.00
	Tree Stakes	273 @ \$10.00/tree	2,730.00	0	2,730.00
	Tree Ties	820 @ \$0.70/tree	574.00	0	574.00
	Mulch	120 Yds. @ \$22/Yd.	2,640.00	0	2,640.00
	Hand Tools	50 @ \$25	0.00	550	550.00
	Irrigation Materials	Hoses, fittings, and hand watering materials	1,591.00	0	1,591.00
	Project sign	1 sign	400.00	0	400.00
	Tree tags	260 @ \$3.00/tree	780.00	0	780.00
F. Equipment			3,150.00	-	3,150.00
	Tractor rental for planting preparation	7 days, \$450 per day	3,150.00	0	3,150.00
G. Outreach/Education			11,420.00	320.00	11,740.00
	Tree care pamphlets	600 @ \$3.00 per Pamphlet	1,800.00	0	1,800.00
	Engagement Materials	1000 brochures @ \$5.00 ea.	5,000.00	0	5,000.00
	Education Event Materials	Volunteer prizes and giveaways	320.00	320	640.00
	Engagement Materials	Paid advertising for community engagement	\$4,300	0	\$4,300
H. Other			31,200.00	-	31,200.00
	Post Grant Maintenance	\$120/tree	31,200.00	-	31,200.00
					-
TOTAL DIRECT COSTS			798,640.00	81,500.00	880,140.00
INDIRECT COSTS		12%	95,836.80		95,836.80
TOTAL PROJECT COSTS			894,476.80	81,500.00	975,976.80
LESS Program Income			-		-
TOTAL GRANT PROPOSED COSTS			894,476.80	81,500.00	975,976.80
			92%	8%	100%



Watsonville Community Forest Project

Regional Location Map





Watsonville Community Forest Project

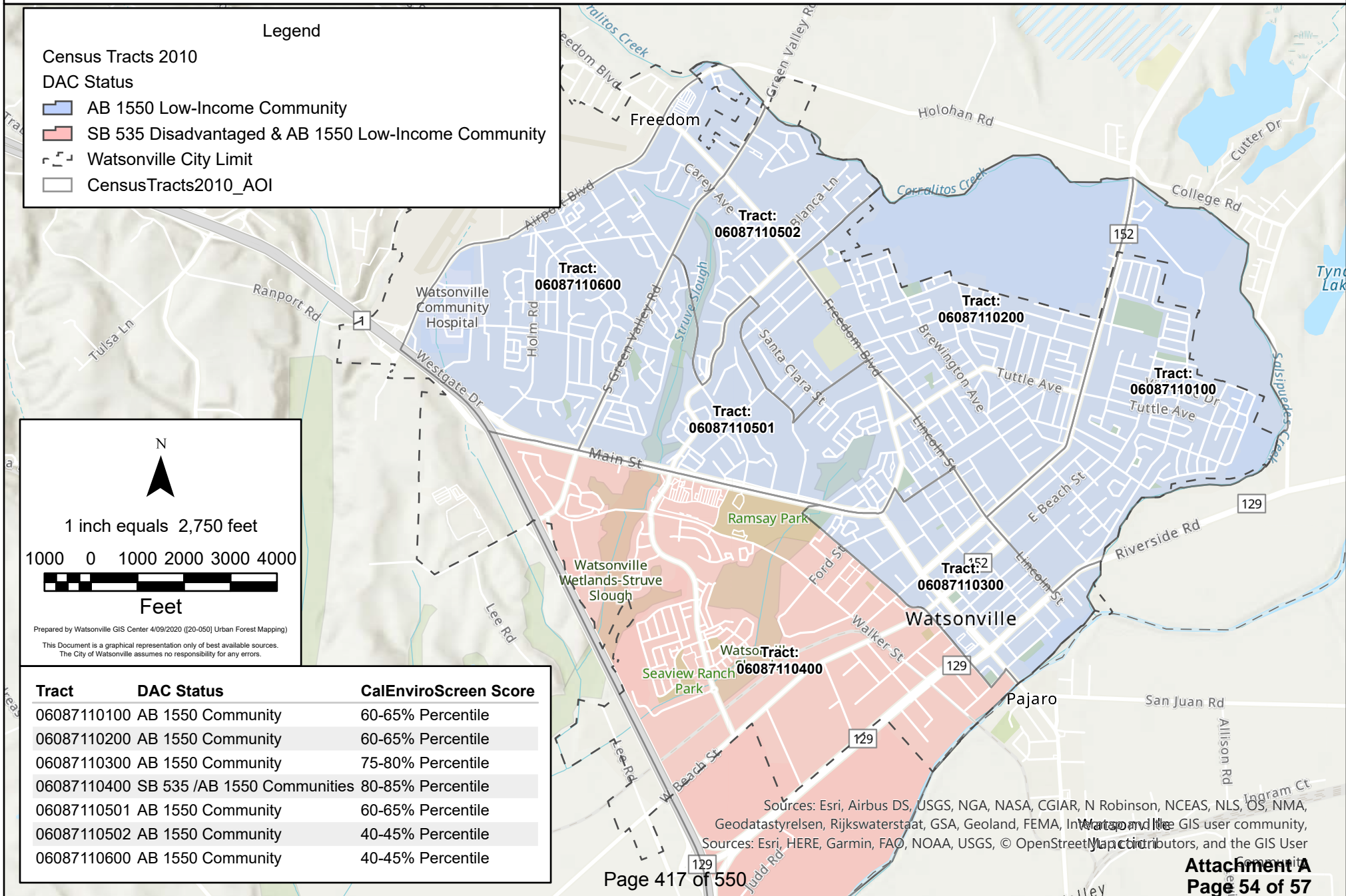
Pennsylvania Drive Tree Planting





Watsonville Community Forest Project

Census Tract Served and Disadvantaged Community (DAC) Status





Watsonville Community Forest Project

Percent Tree Canopy Cover and Community Planting Focus Area



U.S. Forest Service California Urban Tree Cover Region 5 Map Designation

Percent Canopy Cover

0-11%

12-22%

Community Planting

Focus Areas

Watsonville City Limit



1 inch equals 2,750 feet

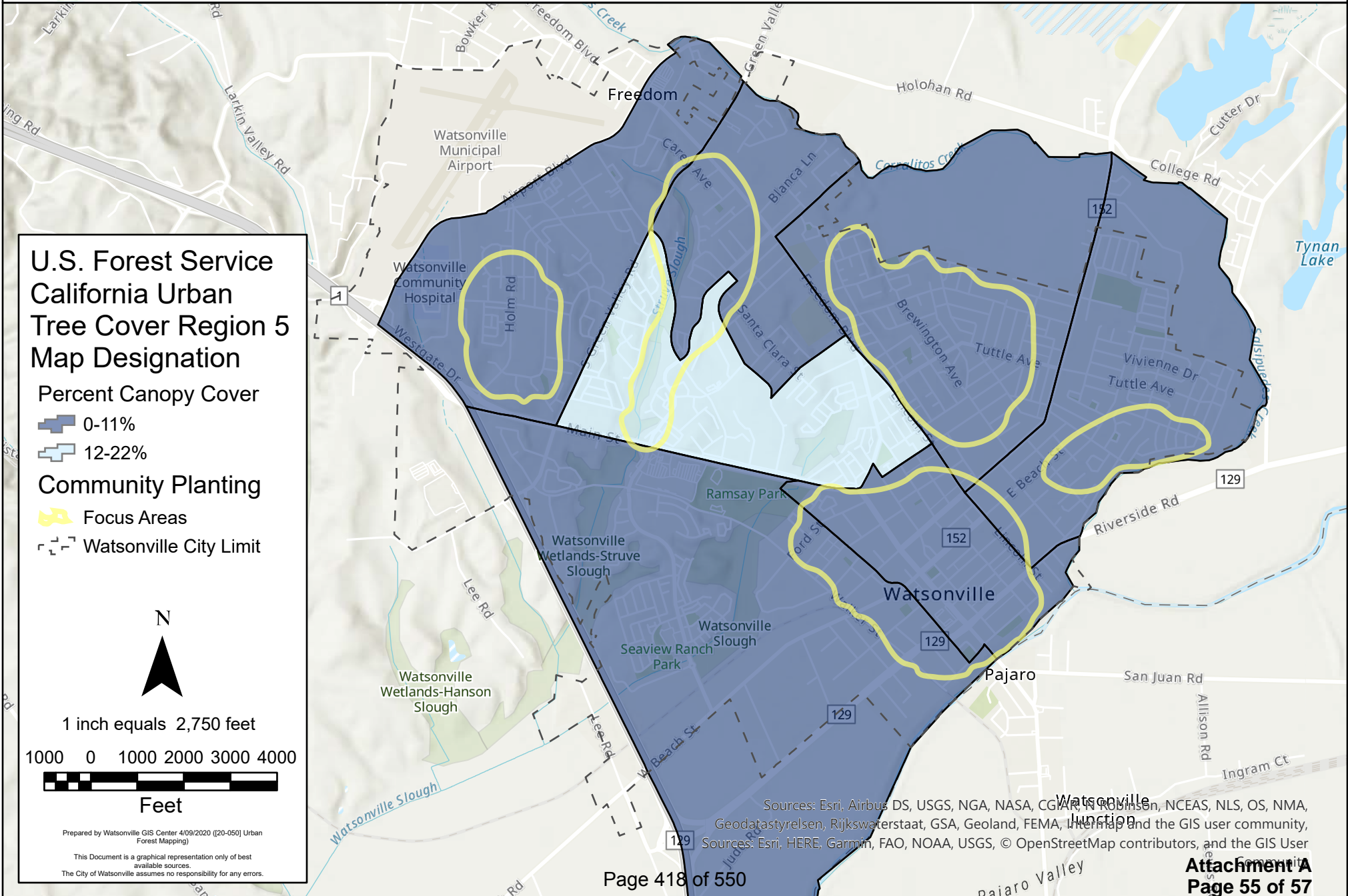
1000 0 1000 2000 3000 4000



Feet

Prepared by Watsonville GIS Center 4/09/2020 ([20-050] Urban Forest Mapping)

This Document is a graphical representation only of best available sources.
The City of Watsonville assumes no responsibility for any errors.

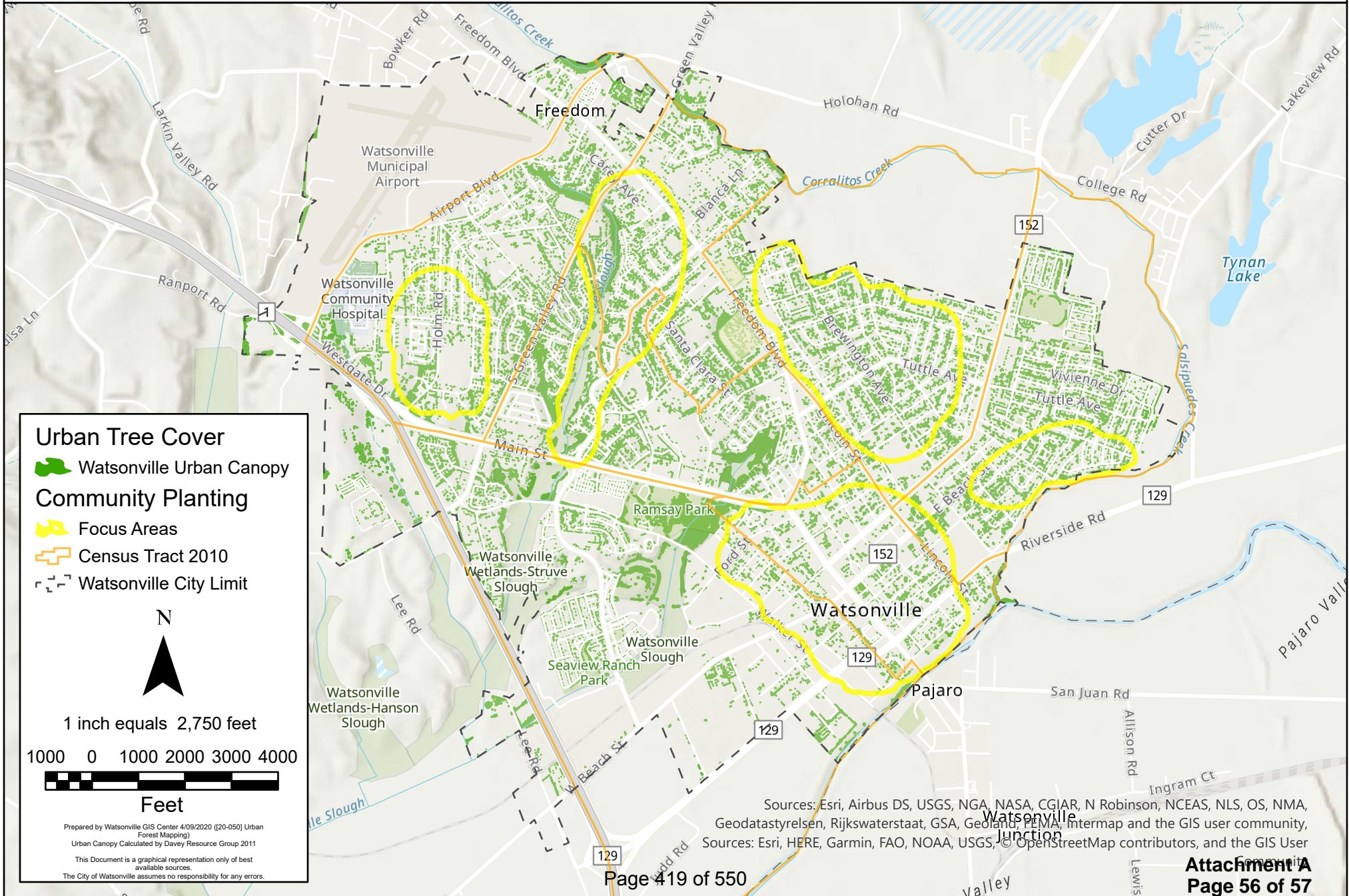


Sources: Esri, Airbus DS, USGS, NGA, NASA, CGAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Watsonville Community Forest Project

Urban Canopy Cover and Community Planting Focus Area



Greenhouse Gas Reduction Fund - Urban and Community Forestry Program
Project Budget (Revised 12-22-2020)
City of Watsonville

Watsonville Community Forestry Project Budget (Revised 12/22/2020)					
Budget Item	Description	Cost Basis	CAL FIRE Grant Share	Grantee Match	Total
A. Salaries and Wages			163,800.00	182,371.00	346,171.00
	City of Watsonville Staff (Planning, Outreach, UFMP)	1500 hours x \$50/hour		75,000.00	75,000.00
	City of Watsonville Parks Maintenance Staff Tree Planting, Establishment	1600 hours x \$25/hour	20,000.00	20,000.00	40,000.00
	Watsonville Wetlands Watch Support for Planning, Outreach, UFMP, Tree Planting, Establishment	5500 hours x \$30/hr	143,800.00	21,200.00	165,000.00
	Volunteer Labor for Tree Planting and Care, Engagement Activities	2100 hours x 31.51/hr		66,171.00	66,171.00
B. Employee Benefits			51,200.00	32,350.00	83,550.00
	City of Watsonville Staff	1200 hours x \$15/hour		18,000.00	18,000.00
	City of Watsonville Parks Maintenance Staff	2 staff @1600 hrs x \$9/hr	7,200.00	7,200.00	14,400.00
	Watsonville Wetlands Watch Support for Tree Planting, Inventory, Urban Forest Management Plan, Ordinance	5500 x 9.30/hr	44,000.00	7,150.00	51,150.00
C. Contractual			338,800.00	10,000.00	348,800.00
	Tree Canopy Analysis, Inventory, Outreach, UFMP, Ordinance	Consultant	269,000.00	10,000.00	279,000.00
	Develop site specific project designs	30 planting plans	16,000.00		16,000.00
	Sidewalk and concrete cutting to prepare tree plantings	\$2,500 per cut-out, 10 cut-outs	25,000.00		25,000.00
	California Conservation Corps, tree planting and tree establishment	Labor calculated at \$24/hr, 1200 hours	28,800.00	0.00	28,800.00
D. Travel			0.00	560.00	560.00
	Mileage	1000 miles x \$0.56/mile	0.00	560.00	560.00
E. Supplies			28,930.00	550.00	29,480.00
	Trees (260) & Replacement Trees (13)	273 #15 trees @ \$75/tree 273 @ \$10.00/tree, 820 @ \$0.70/tree, 120 yd @22/yd	20,475.00	0.00	20,475.00
	Tree Stakes, Ties, Mulch	50 @ \$25	5,944.00	0.00	5,944.00
	Hand Tools	Hoses, fittings, and hand watering materials	0.00	550.00	550.00
	Irrigation Materials	1 sign	1,591.00	0.00	1,591.00
	Project sign	260 @ \$2.00/tree	400.00	0.00	400.00
	Tree tags		520.00	0.00	520.00
F. Equipment			3,150.00	6,000.00	9,150.00
	Tractor rental for planting preparation	7 days, \$450 per day	3,150.00	1,500.00	3,150.00
	Water Buffalo, misc. small equipment			4,500.00	4,500.00
G. Outreach/Education			10,520.00	1,520.00	12,040.00
	Tree care pamphlets and other Outreach/Ed materials	2000 @ \$3.00/ea. Paid advertising for	6,220.00	1,520.00	7,740.00
	Engagement Materials Advertising community engagement		4,300.00	0.00	4,300.00
H. Other			28,600.00	0.00	28,600.00
	Post Grant Maintenance	\$110/tree	28,600.00	0.00	28,600.00
TOTAL DIRECT COSTS			625,000.00	233,351.00	858,351.00
INDIRECT COSTS		12%	75,000.00		75,000.00
TOTAL PROJECT COSTS			700,000.00	233,351.00	933,351.00
LESS Program Income			0.00		0.00
TOTAL GRANT PROPOSED COSTS			700,000.00	233,351.00	933,351.00
			75.00%	25.00%	100.00%

RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE AWARDED CONTRACT TO DAVEY RESOURCE GROUP, INC., A CORPORATION, TO ASSIST THE CITY IN DEVELOPING AN URBAN FOREST MANAGEMENT PLAN, TREE PROTECTION ORDINANCE AND OTHER RELATED SERVICES TO MEET THE REQUIREMENTS OF A CAL FIRE FUNDED GRANT PROJECT, IN AN AMOUNT NOT TO EXCEED \$268,664; AUTHORIZING A BUDGET APPROPRIATION OF \$268,664 FROM THE SPECIAL GRANTS FUND; AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE SAME

WHEREAS, § 3-5.500 of the Municipal code provides that an RFP or RFQ process is found to be an effective and efficient way to procure professional services and procurement of professional services shall be based on proposals solicited from capable professionals and be evaluated based on a combination of factors including education, training, experience and demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required; and

WHEREAS, § 3-5.540 of the Municipal Code provides that contracts for professional services estimated to cost more than One Hundred Thousand and no/100ths (\$100,000.00) Dollars must be awarded by the Council, and that the selection will be based on demonstrated competence and on the education, training and experience and professional qualifications necessary for the satisfactory performance of the services required; and

WHEREAS, a Request for Proposals (RFP) was issued on January 25, 2021, asking for qualified professionals to assist the City in developing an Urban Forest Management Plan, Tree Protection Ordinance, and other related services to meet the requirements of a Cal Fire funded grant project; and

WHEREAS, the deadline for submittal of Request for Proposals was February 22, 2021; and

WHEREAS, City staff ranked the proposals received for the consideration of the City Manager and submission to the City Council; and

WHEREAS, the City Manager has recommended that the proposal from Davey Resource Group, Inc., a corporation, in an amount not to exceed \$268,664, be accepted as the best response.

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

1. That the proposal of Davey Resource Group, Inc., a corporation, in an amount not to exceed \$268,664, is hereby accepted.
2. That the Contract for Consultant Services between the City of Watsonville and Davey Resource Group, Inc., a corporation, to assist the City in developing an Urban Forest Management Plan, Tree Protection Ordinance, and other related services to meet the requirements of a Cal Fire funded grant project, a copy of which Contract is attached hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.
3. Consultant shall file FPPC form 700s and 805s pursuant to section 19 of the Contract.
4. That the budget appropriation of \$268,664 from the Special Grants Fund [0260] is hereby authorized.
5. That the City Manager be and is hereby authorized and directed to execute the Contract for and on behalf of the City.
6. That all other proposals are hereby rejected.



**CITY MANAGER /CITY ATTORNEY
SIGNATURE REQUEST ROUTING FORM**

Include insurance documents, signed agreements, and all relevant documentation.

All documents must be signed by contractor/lessee and in Munis (if applicable) prior to routing to City Clerk.

Request:

☒ City Manager Signature ☒ City Attorney Review/Approval ☐ Notarization ☐ Munis Approval NOT REQUIRED
☐ IT Reviewed (if applicable) – THIS CONTRACT INVOLVES TECHNOLOGY, AN EMAIL FROM THE IT DIRECTOR
APPROVING THE CONTRACT MUST ACCOMPANY THIS FORM.

All documents routed for signatures must be approved by Department Head.

Department Head Approval: _____ Date: _____

Signature

To be completed by initiating department: (PLEASE COMPLETE ENTIRELY)

Staff Responsible: Ben Heistein Department: Parks & Community Services Phone Ext: 3150

Contractor/Vendor Name: Davey Resource Group

Project Title: Consultant for Urban Forest Management Plan

Original Contract Amount: \$ 268,664.00 Changer Order/Amendment No(s) _____

Amendment Amount \$ _____ Cumulative Total \$ _____

Funding Source (Name of Acct. & Enterprise) Community Forestry Grant

Budget Account No(s): TBD

Resolution No. (if any): TBD MUNIS Contract No. (if applicable): TBD

- ☒ Document is within CM signature authority up to \$100,000 (cumulative) for professional services or Public projects meeting the amount set forth in subdivision (b) of California Public Contract Code Section 22032, except as otherwise provided by State legislation, the project shall be let to contract by formal bidding procedure.
- ☒ Insurance is up to date and included.
- ☐ (For Bids only) DIR Extract Form has been filled and attached (due within 5 days of award of contract by Council or within 5 days from City Manager signature of Quick Bid)
- ☒ This is a form agreement prepared by City Attorney's Office.
(See <http://intranet.ci.watsonville.ca.us/node/303>)
 - ☒ No changes were made; or
 - ☐ Changes are described AND redlined version is attached.
- ☐ This is not a form agreement prepared by City Attorney's Office.
Previously prepared or reviewed by: _____
- ☐ \$10,000 to \$100,000 complete memo stating quotes obtained, include names and amounts, if did not obtain any, explain reasons pursuant to WMC 3-5.530.
- ☐ Sole Source (attach memo explaining reasons for sole source or list any other exemptions pursuant to (WMC 3-5.210)).

Description of project, scope of work or purchase (must be detailed, incomplete or deficient statements will be sent back):

Contract going before City Council on 4/27/2021.

☐ Consultant Required to File FPPC Form 700 (Statement of Economic Interests)

**CONTRACT FOR CONSULTANT SERVICES BETWEEN
THE CITY OF WATSONVILLE AND DAVEY RESOURCE GROUP, INC.**

THIS CONTRACT, is made and entered into this _____, by and between the **City of Watsonville**, a municipal corporation, hereinafter called "City," and **DAVEY RESOURCE GROUP, INC.**, hereinafter called "Consultant."

WITNESSETH

WHEREAS, the City needs to obtain certain professional, technical and/or specialized services of an independent contractor to assist the City in the most economical manner; and

WHEREAS, Consultant has the requisite skill, training, qualifications, and experience to render such services called for under this Contract to City.

THE PARTIES HEREBY AGREE AS FOLLOWS:

SECTION 1. SCOPE OF SERVICES. Consultant shall perform those services as specified in detail in Exhibit "A," entitled "SCOPE OF SERVICES" which is attached hereto and incorporated herein.

SECTION 2. TERM OF CONTRACT. The term of this Contract shall be from April 27, 2021 to September 30, 2023, inclusive.

SECTION 3. SCHEDULE OF PERFORMANCE. The services of Consultant are to be completed according to the schedule set out in Exhibit "B," entitled "SCHEDULE OF PERFORMANCE," which is attached hereto and incorporated herein. Consultant will diligently proceed with the agreed Scope of Services and will provide such services in a timely manner in accordance with the "SCHEDULE OF PERFORMANCE."

SECTION 4. COMPENSATION. The compensation to be paid to Consultant including both payment for professional services and reimbursable expenses as well as the rate and schedule of payment are set out in Exhibit "C" entitled "COMPENSATION," which is attached hereto and incorporated herein.

SECTION 5. METHOD OF PAYMENT. Except as otherwise provided in Exhibit "C," each month, Consultant shall furnish to the City a statement of the work performed for compensation during the preceding month. Such statement shall also include a detailed record of the month's actual reimbursable expenditures.

SECTION 6. INDEPENDENT CONSULTANT. It is understood and agreed that Consultant, in the performance of the work and services agreed to be performed by Consultant, shall act as and be an independent Consultant and not an agent or employee of City, and as an independent Consultant, shall obtain no rights to retirement

benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

SECTION 7. ASSIGNABILITY. Consultant shall not assign or transfer any interest in this Contract nor the performance of any of Consultant's obligations hereunder, without the prior written consent of City, and any attempt by Consultant to so assign this Contract or any rights, duties or obligations arising hereunder shall be void and of no effect.

SECTION 8. INDEMNIFICATION.

To the full extent permitted by law (subject to the limitations of Civil Code section 2782.8 for any "design professional services" performed under this Contract), Consultant will indemnify, hold harmless, release and defend the City (including its officers, elected or appointed officials, employees, volunteers or agents) from and against any and all liability or claims (including actions, demands, damages, injuries, settlements, losses or costs [including legal costs and attorney's fees])(collectively "Liability") of any nature, to the extent arising out of, pertaining to, or relating to Consultant's negligence, recklessness, or willful misconduct in the performance of this Contract. In no event shall the cost to defend charged to the Consultant exceed the Consultant's proportionate percentage of fault. Consultant's indemnification obligations under this Contract are not limited by any limitations of any insurance held by Consultant, including, but not limited to, workers compensation insurance.

SECTION 9. INSURANCE.

A. Errors and Omissions Insurance. Consultant shall obtain and maintain in full force throughout the term of this Contract a professional liability insurance policy (Errors and Omissions), in a company authorized to issue such insurance in the State of California, with limits of liability of not less than One Million Dollars (\$1,000,000.00) to cover all professional services rendered pursuant to this Contract.

B. Auto and Commercial General Liability Insurance. Consultant shall also maintain in full force and effect for the term of this Contract, automobile insurance and commercial general liability insurance with an insurance carrier satisfactory to City, which insurance shall include protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from any actual occurrence arising out of the performance of this Contract. The amounts of insurance shall not be less than the following:

(1) Commercial general liability insurance, or equivalent form, with a combined single limit of not less than \$500,000.00 per occurrence. If such insurance contains a general aggregate limit, such limit shall apply separately to each project Consultant performs for City. Such insurance shall (a) name City, its appointed and elected officials, and its employees as insureds; and (b) be primary with respect to insurance or self-insurance programs maintained by City and (c) contain standard separation of insured's provisions.

(2) Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$500,000.00 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

C. Workers' Compensation Insurance. In accordance with the provisions of Section 3700 of the Labor Code, Consultant shall be insured against liability for Workers' Compensation or undertake self-insurance. Consultant agrees to comply with such provisions before commencing performance of any work under this Contract.

D. Proof of Insurance to City before Notice to Proceed to Work. Consultant shall satisfactorily provide certificates and endorsements of insurance to the City Clerk before Notice to Proceed to Work of this Contract will be issued. Certificates and policies shall state that the policy shall not be canceled or reduced in coverage without thirty (30) days written notice to City. Approval of insurance by City shall not relieve or decrease the extent to which Consultant may be held responsible for payment of damages resulting from services or operations performed pursuant to this Contract. Consultant shall not perform any work under this Contract until Consultant has obtained the required insurance and until the required certificates have been submitted to the City and approved by the City Attorney. If Consultant fails or refuses to produce or maintain the insurance required by these provisions, or fails or refuses to furnish City required proof that insurance has been procured and is in force and paid for, City shall have the right at City's election to forthwith terminate this Contract immediately without any financial or contractual obligation to the City. As a result of such termination, the City reserves the right to employ another consultant to complete the project.

E. Written notice. Contractor shall provide immediate written notice if (1) any insurance policy required by this Contract is terminated; (2) any policy limit is reduced; (3) or any deductible or self insured retention is increased.

SECTION 10. NON-DISCRIMINATION. Consultant shall not discriminate, in any way, against any person on the basis of age, sex, race, color, creed, national origin or disability in connection with or related to the performance of this Contract.

SECTION 11. TERMINATION.

A. City and Consultant shall have the right to terminate this Contract, without cause, by giving not less than ten (10) days written notice of termination.

B. If Consultant fails to perform any of its material obligations under this Contract, in addition to all other remedies provided by law, City may terminate this Contract immediately upon written notice.

C. The City Manager is empowered to terminate this Contract on behalf of City.

D. In the event of termination, Consultant shall deliver to City copies of all work papers, schedules, reports and other work performed by Consultant and upon receipt thereof, Consultant shall be paid in full for services performed and reimbursable expenses incurred to the date of termination.

SECTION 12. COMPLIANCE WITH LAWS. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments. Consultant shall obtain and maintain a City of Watsonville business license during the term of this Contract.

SECTION 13. GOVERNING LAW. City and Consultant agree that the law governing this Contract shall be that of the State of California. Any suit brought by either party against the other arising out of the performance of this Contract shall be filed and maintained in the Municipal or Superior Court of the County of Santa Cruz.

SECTION 14. PRIOR CONTRACTS AND AMENDMENTS. This Contract represents the entire understanding of the parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Contract may only be modified by a written amendment.

SECTION 15. CONFIDENTIAL INFORMATION. All data, documents, discussions or other information developed or received by or for Consultant in performance of this Contract are confidential and not to be disclosed to any person except as authorized by the City Manager or his designee, or as required by law.

SECTION 16. OWNERSHIP OF MATERIALS. All reports, documents or other materials developed or received by Consultant or any other person engaged directly by Consultant to perform the services required hereunder shall be and remain the property of City without restriction or limitation upon their use.

SECTION 17. COVENANT AGAINST CONTINGENT FEES. The Consultant covenants that Consultant has not employed or retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure the Contract, and that Consultant has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fees, commissions, percentage, brokerage fee, gift, or any other consideration contingent on or resulting from the award or making of this Contract, for breach or violation of this covenant, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the Contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage fee, gift, or contingency.

SECTION 18. WAIVER. Consultant agrees that waiver by City or any one or more of the conditions of performance under this Contract shall not be construed as waiver of any other condition of performance under this Contract.

SECTION 19. CONFLICT OF INTEREST.

A. A Consultant shall avoid all conflict of interest or appearance of conflict of interest in performance of this Contract. Consultant shall file a disclosure statement, if required by City Council Resolution, which shall be filed within thirty (30) days from the effective date of this Contract or such Resolution, as applicable.

B. No member, officer, or employee of the City, during their tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the proceeds thereof and Consultant agrees not to allow, permit, grant, transfer, or otherwise do anything which will result in such member, officer, or employee of the City from having such interest.

SECTION 20. AUDIT BOOKS AND RECORDS. Consultant shall make available to City, its authorized agents, officers and employees, for examination any and all ledgers and books of account, invoices, vouchers, canceled checks and other records or documents evidencing or related to the expenditures and disbursements charged to the City, and shall furnish to City, its authorized agents and employees, such other evidence or information as City may require with respect to any such expense or disbursement charged by Consultant.

SECTION 21. NOTICES. All notices shall be personally served or mailed, postage prepaid, to the following addresses, or to such other address as may be designated by written notice by the parties:

CITY

City Clerk's Office
275 Main Street, Suite 400
Watsonville, CA 95076
(831) 768-3040

CONSULTANT

Davey Resource Group, Inc.
295 S. Water Street, Suite 300
Kent, OH 44240-5193
(330) 673-5685

SECTION 22. EXHIBITS:

Exhibit A: Scope of Services
Exhibit B: Schedule of Performance
Exhibit C: Compensation

///

///

///

///

WITNESS THE EXECUTION HEREOF, on the day and year first hereinabove written.

CITY

CONSULTANT

CITY OF WATSONVILLE

DAVEY RESOURCE GROUP, INC

BY _____
Matthew D. Huffaker, City Manager

BY _____
Amber Krebbers, Regional Operations Manager

ATTEST:

BY _____
Beatriz Vázquez Flores, City Clerk

APPROVED AS TO FORM:

BY _____
Alan J. Smith, City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

The scope of services is as follows and shall consist of the development of a City Tree Inventory of up to 6,000 trees, i-Tree Eco Sample Inventory of private property and wetland trees, Urban Tree Canopy and Land Cover Assessment, Urban Tree Canopy Mapping and Analysis including a Priority Planting Index and Canopy Goal Identification, 50 Year Urban Forest Management Plan, Tree Protection Ordinance, Tree Species List, Project Specific Website, Monthly Status Updates (calls), Operations Review, Robust Community Engagement, Community Survey, Data Management and Delivery, and other urban forestry consultant services according to CAL FIRE grant requirements and the proposal submitted to the City by Davey Resource Group, Inc. on February 22nd, 2021 included herein:

Corporate Headquarters

295 S. Water St.

Suite 300

Kent, OH 44240-5193

330-673-5685

Toll-Free 1-800-828-8312

Fax: 330-673-0860

February 22, 2021

Ben Heistein
Assistant Parks & Community Services Director
City of Watsonville Department of Parks & Community Services
231 Union Street
Watsonville, CA 95076
Sent to: benjamin.heistein@cityofwatsonville.org

Dear Mr. Heistein,

It is a pleasure to submit this proposal to the City of Watsonville for an updated inventory and urban forest management plan. Davey Resource Group, Inc. a subsidiary of The Davey Tree Expert Company, provides a variety of urban forestry consulting services, and we are delighted to have the opportunity to again serve the City of Watsonville.

The Davey Resource Group team is devoted to providing excellent customer service through our technical expertise and our passion for innovative solutions. We are one of the most respected urban forestry consultants serving North America. Our reputation for providing science-based solutions, demonstrating Best Management Practices, accuracy, reliability, and trustworthiness are among the key reasons we are often selected to represent municipal urban forestry interests. We have long-standing relationships with many clients who return to us again and again for innovative, thorough, and cost-effective services. We recognize that our success depends on meeting your needs and we are excited about the opportunity to serve the arboricultural interests of the City of Watsonville. Above all else, we are flexible in making this project work for the City. We are more than willing to examine our methodologies, personnel, and pricing prior to contract award to update the City tree inventory and develop an urban forest master plan that is achievable, sustainable and supported by Watsonville residents, community groups, businesses, and other stakeholders.

We look forward to the opportunity to discuss our proposal and make any adjustments required to ensure the City of Watsonville receives the greatest value for these services. If you have any questions or need clarification on any aspect of this proposal, please contact Anne Fenkner, Project Developer at (916) 214-5908 and Anne.Fenkner@Davey.com.

Thank you for your consideration. We look forward to assisting the City of Watsonville in meeting its CAL FIRE grant responsibility and advancing its urban forestry goals.

Respectfully submitted,



Emily Spillett
Area Manager
Davey Resource Group, Inc.
415.725.6297 | Emily.Spillett@Davey.com

February 2021

WATSONVILLE, CA
**URBAN FORESTRY
MANAGEMENT PLAN &
TREE INVENTORY SERVICES**

Prepared for:

Ben Heistein
*Assistant Parks &
Community Services Director*
City of Watsonville
231 Union Street
Watsonville, CA 95076

Prepared by:

Anne Fenkner
Project Developer
Davey Resource Group, Inc.
295 S. Water Street
Suite 300
Kent, OH 44240

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SECTION 1:



Introduction & About Davey Resource Group, Inc.

INTRODUCTION

The City of Watsonville's commitment to advance its urban forestry program aligns with its strategic goals and priorities to develop and sustain a healthy, prosperous community. The environmental, economic, aesthetic and health benefits provided by the regional urban forestry enhances the City's livability, desirability, and prosperity. Conducting a tree census and creating and adopting an Urban Forestry Management Plan (UFMP) will serve as a guide for understanding, planning, and caring for this important resource. An updated Tree Ordinance will provide the authorization and standards for best management activities. By themselves, neither document can ensure that the trees in the City of Watsonville will be improved or even maintained.

By infusing and implementing the two documents as a cohesive unit, the City of Watsonville will position itself with the structure and tools to attain a healthy, vigorous, and well-managed community forestry for generations to come.

The City will also fulfill its Urban Forestry Grant agreement (8GG19401) with the California Department of Forestry and Fire Protection (CAL FIRE) to develop the "Watsonville Community Forestry Project".

Davey Resource Group, Inc. (DRG) is a national leader in professional urban and community forestry consulting services. Our staff provides extensive knowledge of urban forestry management, planning, and practices drawn from working with communities across North America. For this project, DRG presents our best team of seasoned professionals. Each person we are proposing is passionate about advancing urban forestry through community involvement, science, and technology.

The development of a UFMP is a comprehensive exercise in collaboration, education, research, and community participation. The framework of the plan will be generated through goal-setting and research. Research will include both historical and current program analysis, stakeholder meetings, and community input, reinforced by document examination. This process will be guided by Watsonville's specific areas of interest, as well as our experience working with similar clients. The key components of the plan will lead to stronger connections and engagement with stakeholders and the City.

For the City of Watsonville, we will address all tasks identified in the Request for Proposal for Urban Forestry Management Plan & Tree Inventory Services to create a clear, understandable and useful UFMP that reflects the vision, needs, resources, culture, and environment of the City. The following methodology outlines our approach to data collection and the UFMP development process. However, flexibility is indispensable to a successful project and we offer the ability to change or modify our plan so that it best meets your vision and needs.

About Davey Resource Group, Inc.

Davey Resource Group, Inc. “DRG” is a wholly-owned subsidiary of The Davey Tree Expert Company, which was established in 1880. Davey employs 10,000+ people in North America and is recognized as the ninth-largest employee-owned company in the US. Our services range from residential and commercial tree care to utility safety, academic and technological research, and natural resource consulting, protection, and planning. Davey, with its home office in Kent, OH, operates in 45 states, with offices throughout the country.

DRG provides expert consulting to a wide variety of clients, including municipalities, parks, cemeteries, golf courses, utilities, and the private sector. We have inventoried and assessed well over five million trees while conducting more than 1,500 tree inventory projects. Our urban forestry consultants include International Society of Arboriculture (ISA) Certified Arborists, Geographic Information Systems (GIS) analysts, urban planners, and biological and ecological scientists with the knowledge, work experience, and training to complete your project on time and within budget. Our goal in serving the City of Watsonville is to exceed your expectations.

DRG has over 28 years of experience working with clients like the City of Watsonville, providing them with professional arboricultural, urban forestry consulting, and mapping services. Our customized approach to every project ensures that you receive the ultimate urban forestry solutions. DRG is the preferred contractor for assisting municipalities in meeting the CAL FIRE Community Urban Forestry grant requirements. Within California, DRG has conducted more urban forestry inventory projects and management plans than any other company. We are familiar with CAL FIRE grant requirements and collection attributes. We are also familiar with the City of Watsonville and its urban forest. In 2011, DRG was invited to complete Watsonville’s first tree inventory. DRG finished the project on time and within budget. We appreciate your trust in our experience and we appreciate the consideration to shepherd your urban forestry program to its next level. By selecting DRG, the City of Watsonville will have a partner that can deliver quantifiable inventory data, expertise in urban forestry analysis, and professional ability and expertise to deliver an accurate, thoughtful, community-centric management plan and inventory in a time-sensitive manner, to meet all CAL FIRE grant requirements.

1/2 million
**Trees Inventoried
Annually**

400
**Urban Forest
Plans Developed**

223
**Current
TreeKeeper®
Clients**

85
**UTC
Assessments
Since 2008**

100+
**Clients Hire
DRG Annually**





By choosing DRG, Watsonville will benefit in the following ways:

- **Leverage the Company with the most Experience and Expertise:**

DRG has collected urban forestry inventory data for more entities than any other company. The City of Watsonville can leverage our vast network, experience, and expertise to receive a customized approach using industry best management practices and innovative solutions.

- **Our people are invested in your success:**

Our employees are committed to the idea of improving our region through trees and urban forestry. As an employee-owned company, our employees are committed to the success of each client and project. We deliver on time and on budget.

- **We are committed to creating value:**

Our arborists, urban foresters, and field technicians present expertise in local dendrology. We are innovative and, as a national company, we have the ability to increase resources to meet the timeframe and staffing requirements identified in the RFP. DRG's collective experience and strategic partnerships will present significant efficiencies to this project and the City.

DRG is an industry leader through our research, product development, and service innovation.

As an environmental services company, we are uniquely situated to deliver solutions for many of society's critical challenges—climate change, social inequality, and economic development. By applying the latest research and techniques to our proven solutions for a growing world, we continue to deliver outstanding service to our clients and society.

SECTION 2:

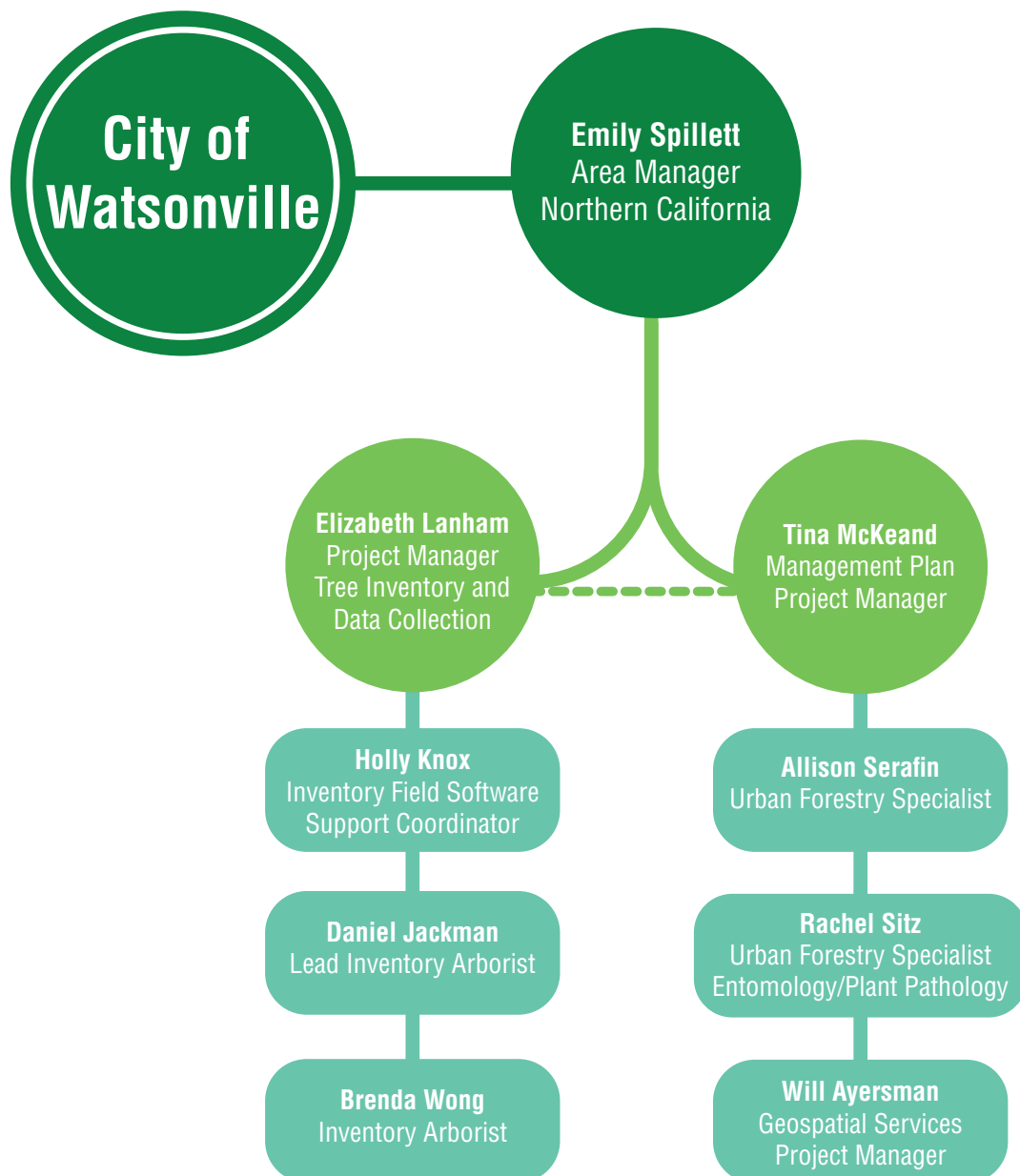


TEAM AND EXPERIENCE

PROJECT TEAM

The City of Watsonville will be well served by the experience, expertise, and quality of our personnel that will be assigned to this project. All members of this team hold full-time employment status with DRG. The overall project manager will be Emily Spillett. She will provide oversight of the project and ensure client satisfaction. Assisting her with the management of inventory collection and delivery is Elizabeth Lanham. Tina McKeand will lead the data analysis and management plan development component of the project. Our team operates as a cohesive unit—there is always someone to communicate with if the need arises. DRG is proud to present the following team for this project.

Below is a visual representation of the team structure for this project:



Project Management

Emily Spillett | Northern California Area Manager

Responsibilities on the Project: Ms. Spillett will provide executive leadership for this project to ensure optimum client satisfaction. Additionally, she will be supporting the community outreach efforts throughout the project.

Emily Spillett is an Area Manager with 20 years of professional experience working with utility forestry, urban forestry, land use planning, and natural resource management issues with DRG. In this position, her role is to ensure client satisfaction, strong communication, and adherence to project scope and timeliness. Ms. Spillett manages our Northern California team of professionals, including project coordinators, field supervisors, inventory arborists, urban and community forestry specialists, and researchers that assist Davey Resource Group's clients in achieving their goals.

Specifically, Emily Spillett has managed over 100 urban forest projects that have included inventories, management plans, and unique consulting projects. These projects have been completed on time, within budget, and to the satisfaction of Davey's clients. She was also the project manager (leading two project coordinators) of the first Urban Forest Inventory Analysis project that took place in the country. As part of her recent projects, she has provided coordination and support of the community outreach components. Ms. Spillett's passion for educating and reaching communities serves as a continual and evolving asset for our clients.

Ms. Spillett holds a Bachelor of Science degree in Environmental Forest Biology from the State University of New York College of Environmental Science and Forestry. She serves as the past president of the Board of the California Urban Forest Council and is a member and volunteer for the Western Chapter of the International Society of Arboriculture.

Inventory Collection and Software Team

Davey Resource Group's professional, International Society of Arboriculture (ISA) Certified Arborists will facilitate the collection of tree inventory information for the City of Watsonville.

Elizabeth Lanham | Project Manager - Tree Inventory and Data Collection

Responsibilities on the Project: Elizabeth Lanham will serve as the project manager for the data collection and delivery portion of this project.

Elizabeth Lanham has been with DRG since 2014 and is a Project Manager for Northern California. Since working for DRG, Elizabeth has contributed to the success of several tree inventory projects, including the management of tree inventories for the City of Santa Cruz, County of Santa Clara, and most recently, the City of Oakland. Elizabeth and her team are currently working with a nonprofit partner on an educational and policy-focused project regarding the Wildland-Urban Interface (WUI) and the value of the urban forest within the WUI. She also manages all municipal contracts. Elizabeth supervises the Northern California Inventory and Consulting Arborist team. As a Consultant, she developed many tree protection plans, homeowner arborist reports, performed urban tree risk assessments, and has experience with construction monitoring for tree protection plans. She is highly experienced in TRAQ assessment and quality control. Past assignments included working with the City of Palo Alto's Public Works

urban forestry team performing tree protection and landscape review for the City's Development plans as well as leading special outreach and education programs for one of our non-profit partners and CAL FIRE.

Prior to working with DRG, Elizabeth worked for the City of San Jose as an Arborist Technician. There, she managed the care of the city's 20,000 Special Landscape Assessment District trees, ensured homeowner satisfaction while urban forestry goals were still met, and pursued innovative and sustainable methods of urban forestry. She also managed the city's street tree inventory. Elizabeth is an International Society of Arboriculture (ISA) Certified Arborist®(WE-9234A), and an ISA Tree Risk Assessment Qualification (TRAQ) credential holder. Elizabeth Lanham holds a Bachelor of Science degree in Environmental Science with a concentration in CEQA from San Jose State University.

Holly Knox | Inventory Field Software Support Coordinator

Holly Knox is a senior geospatial analyst whose expertise is applying GIS technology to environmental analysis. Ms. Knox currently plays a key role in coordinating municipal inventory projects. She is responsible for the setup, testing, and programming of custom input forms for our field inventory projects utilizing our mobile mapping software solutions, including Davey Resource Group's Rover, ESRI ArcPad, and ArcGIS for Collector software. Her routine work involves managing data and imagery acquisition, manipulation, interpretation, and conversion. Ms. Knox is also responsible for the creation of field maps and final cartographic products for many ecological, urban forestry, and utility mapping projects.

Ms. Knox holds a Master of Science degree in Geographic Information Systems from American Sentinel University. She also has a Bachelor of Arts degree in Geography from Kent State University with an emphasis on Natural Resource Management and Conservation, as well as a minor in Anthropology.

Daniel Jackman | Inventory Arborist

Dan Jackman joined DRG in September of 2019. He graduated from the University of Massachusetts Amherst with a degree in Environmental Science in 2016. After graduating, Dan assisted in managing a fruit orchard in Hawaii through World Wide Opportunities on Organic Farms (WWOOF). There he was responsible for fertilizing, pruning, and propagating plants as well as harvesting a variety of fruits. Upon returning from Hawaii, he worked for ACRT Inc as a Consulting Utility Forester in Western Massachusetts. He was responsible for auditing work, performing tree risk assessments, and assisted in managing the utility's tree removal program. Currently, Dan performs a variety of duties in the Bay Area including developing arborist reports, tree preservation reports, construction monitoring reports, as well as being the contract arborist at the City of Palo Alto's Development Center. Dan is an ISA Certified Arborist and Utility Specialist (NE-7311AU).

Brenda Wong | Inventory Arborist

Brenda Wong has been with Davey Resource Group since 2019 and is an inventory arborist for the San Francisco Bay Area. Brenda is based in California and has worked on tree inventories for Santa Clara County Parks, the City of Santa Cruz, and the City of Oakland. Brenda is skilled in site assessment and tree identification and experienced with urban tree risk assessment.

Brenda Wong holds an Associate of Science Degree in Urban Forestry, from Merritt College, she is an ISA Certified Arborist (WE-12933A) and ISA Tree Risk Assessment Qualification (TRAQ) credential holder.

Urban Forestry Management Plan and Tree Protection Ordinance Development Team

Tina McKeand | Sr. Project Manager/ ISA Board Certified Master Arborist

Responsibilities on the Project: Tina McKeand will serve as the project manager and principal consultant for the development of the UFMP and Tree Protection Ordinance.

Tina McKeand is a Principal Consultant for the Environmental Consulting team serving the Western States. She has managed and contributed to some of the most distinguished urban forestry assessments, management, and master plans in the country. In addition to leading the development of urban forestry master and management plans, Tina also serves DRG as a national urban forestry policy advisor for municipal policy and ordinances. Her most recently completed assignments include Urban Forestry Plans for the cities of Boulder, South San Francisco, Woodland, Yuba City, and Garden Grove. She has contributed and/led every urban forestry planning project listed within the “Experience” section of this proposal. In addition to the listed projects, Tina has served as the Project Manager of additional seminal projects such as a Forestland Assessment and Management Plan for Anchorage, and an Assessment of Portland Street Trees as a Public Asset for the Portland Bureau of Planning. She has led Advanced Resource Analysis for the State of Montana, and the cities of Palo Alto, San Mateo, Burlingame, Orange, Clovis, Burlingame, Pasadena, and Tempe. She was a co-author and illustrator for a US EPA project Stormwater to Street Trees on the use of stormwater retention strategies in cities across the United States.

Tina McKeand is a Board Certified Master Arborist and Municipal Specialist (WE-5005BM) and a graduate of the Municipal Forestry Institute. She is the former Urban Forester for the City of Yuma, Arizona, and has been working for Davey for more than thirteen years. Tina McKeand is a former president of the Arizona Community Tree Council, a volunteer for the Western Chapter of the International Society of Arboriculture, and the Nevada Division of Forestry Natural Resources Advisory Committee.

Allison Steere | Sr. Associate Consultant

Allison Steere joined Davey Resource Group in 2016 as an inventory technician. Today, Mrs. Steere is a contributor, researcher, and writer for urban forestry assessments and management and master plans. As part of her role, Mrs. Steere has an active role in developing content for urban forestry master plans, assisting with client needs and expectations, and assuring client satisfaction.

While earning her degree in Horticulture from Colorado State University (CSU), she worked for Dr. Whitney Cranshaw assisting with research of impacts of systemic pesticides in the prevention of Emerald Ash Borer on honeybees and other pollinators, resistance in European Elm Scale, and other horticulture pests. In addition to her research, Mrs. Steere was responsible for coordinating entomological outreach activities with local schools, farmer’s markets, and community events. Also, while studying at CSU, Mrs. Steere participated in an internship program at Walt Disney World, where she was responsible for managing a hydroponic greenhouse and providing guided tours of the greenhouse facilities to guests. Mrs. Steere is a Certified Arborist (RM-7919A) and Qualified Tree Risk Assessor, with both professional credentialing programs administered by the International Society of Arboriculture.

Rachael Sitz | Associate Consultant, Entomology/Plant Pathology

Rachael Sitz, Ph.D. joined DRG in 2019 after 10 years of experience researching insect pests and diseases impacting urban trees. Her previous work at the USDA Forest Service and Colorado State University focused on the interactions between insects and plant pathogens, means of pest and pathogen spread, and the basic biology of insect pests. She brings expertise in guiding tree care professionals on the proper timing to manage pests and diseases as well as suggestions for practical management options. She has been integral in the development of recommendations for thousand cankers disease, European elm scale, and drippy blight disease. Furthermore, she has extensive experience in data analysis and writing, with significant contributions to over 15 scientific publications and general reports. Ms. Sitz holds a Ph.D. and master's degree specializing in entomology and plant pathology from Colorado State University and bachelor's degrees in insect science and plant biology from the University of Nebraska-Lincoln. She is a member of the American Phytopathological Society of America and the Entomological Society of America. Her contributions to the Entomological Society of America were recently recognized with the J.H. Comstock Award.

Will Ayersman | GIS

Will Ayersman is the geospatial services project manager within DRG. He is a lead geospatial analyst with extensive experience applying spatial analysis and predictive modeling to natural resource issues. His daily responsibilities involve GIS project coordination for remote sensing and image analysis projects, LiDAR analysis, database and project management, and the creation and design of predictive and suitability models. Since 2011, he has been the project lead on all urban tree canopy (UTC) assessment and forestry analysis projects for urban forestry and utility services, including generating custom mapping and reports for transmission right-of-way projects.

Will Ayersman plays a key role in the development of DRG's innovative GIS tools and solutions, focusing on the urban canopy effects of stormwater, watersheds, and ecosystem cost/benefits analysis. He has experience and knowledge in the field of forestry resource management, cartography, landscape metrics, and spatial statistics. He also has strong interests in the research and development of new spatial analysis procedures, timber stand dynamics, and the ecological impacts of invasive species.

Will Ayersman holds a Master of Science degree in Forestry and a Bachelor of Science degree in Forest Management from West Virginia University. He is a member of the Association of American Geographers (AAG), the American Society of Photogrammetry and Remote Sensing (ASPRS), Ohio Urban Regional System Association (URISA) Ohio Chapter, and the Kentucky Association of Mapping Professionals (KAMP). He joined DRG in April 2011. Will works from our corporate headquarters in Kent, Ohio.

Experience

DRG has collected and assessed more urban tree data and has conducted more municipal tree collection projects than any other company. Additionally, DRG has inventoried more urban trees within California and has supported more CAL FIRE funded municipal urban forestry projects than any other company. We have completed some of the most significant and demanding UFMPs across the country. In the past five years, DRG has completed 66 projects of similar scope as requested by the City of Watsonville. Each required a level of professionalism and detail similar to that identified in the City of Watsonville RFP for Urban Forest Management Plan and Tree Inventory Services. Consequently, our list of satisfied customers is extensive. The following are project overview examples as requested in the RFP. The chart that follows summarizes DRG's experience with additional projects similar to the services requested by the City of Watsonville. A list of non-municipal and or national projects with description, location, contact information, status, etc., will be presented upon request.

City of Oakland

Project: CAL FIRE-Funded Municipal Tree Inventory and Urban Forest Management Plan

Contact: David Moore | Tree Supervisor II | dmoore@oaklandca.gov | 510.615.5852

DRG has been working with the City of Oakland Department of Public Works to fulfill CAL FIRE Urban Forest Management Grant requirements that include a complete street and park tree inventory. DRG is under contract for collecting inventory on an estimated 100,000 trees and developing a UFMP for the community. The project began in February 2020 and the inventory is nearly complete (estimated completion Spring 2021). Data is shared on a daily basis for City staff to review within the City's TreeKeeper software system. The UFMP will include the analysis of the tree inventory data, GIS canopy studies, and a robust community outreach program.

City of Los Angeles, Bureau of Street Services

Project: Street Tree Inventory

Contact: Anne Veal | Analyst | anne.veal@lacity.org | 213. 847.3031

DRG is under contract to inventory 700,000 streets for the City of Los Angeles. This is the largest urban tree census in the country. CAL FIRE recommended attributes are being collected by DRG arborists in a sequential approach. The data is collected and uploaded into the city's TreeKeeper software management system for real-time monitoring and use. An i-Tree report summarizes environmental tree benefits within each neighborhood zone. The reports are completed and delivered within 2 weeks of concluding the collection of tree data within each neighborhood zone. Completing the inventory is a critical step in achieving the two primary urban forestry goals laid out in Mayor Garcetti's Green New Deal: planting 90,000 trees by 2021 and increasing tree canopy in areas of greatest need by at least 50% by 2028.

City of Garden Grove, California

Project: CAL FIRE funded Urban Forest Management Plan

Contact: Paul Guerrero | Grant Manager | paulg@ggcity.org | 714.741.5181

In the summer of 2019, the City awarded DRG a contract to meet its CAL FIRE grant requirements for a resource analysis of the city tree inventory and a UFMP. The plan includes sections on work programs, policies, an ordinance update to align with best management practices, sustainable urban forest management, design, planting, staffing, stewardship, carbon offset, stormwater management, public tree inventory, and community participation and education. Within the 40 year plan, DRG is identifying the City's long-term urban forest goals in attainable three-to-five year milestones. Additional deliverables include an urban forest analysis, public input, tree maintenance recommendations and schedule, clear criteria for tree removal, and implementation practices to retain healthy and safe trees for the City of Garden Grove. This project is near completion. We are in the process of scheduling Council and other wrap-up presentations.

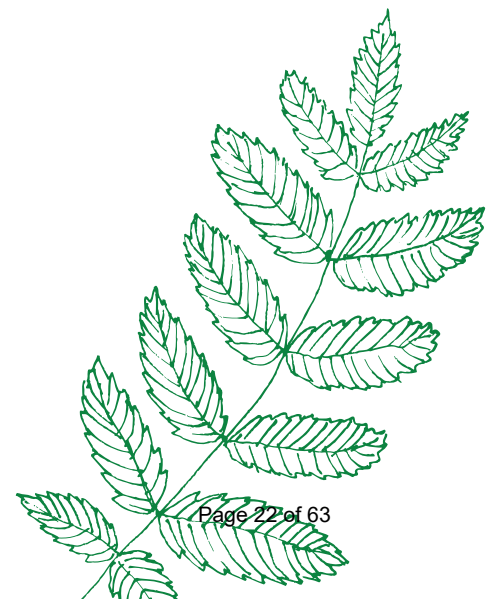
City of Yuba City

Project: CAL FIRE funded Municipal Tree Inventory and Urban Forest Master Plan

Contact: Brad McIntire | Community Serv. Director | bmcintire@yubacity.net | 530.822.4648

DRG was selected as the best company to conduct a street tree inventory, assessment, and urban forest master plan. Tree census observations were made, and data was collected by ISA Certified Arborists. Tree management software and staff training were provided. The inventory collection can be viewed within TreeKeeper.

Within the master plan process, DRG reviewed the tree species, maintenance techniques, and ordinances related to the protection and care of city trees. DRG collected information on the City's operations and management practices and prepared budget estimates to achieve the plan's recommendations. Additional deliverables within the plan included ordinance review policy alignment and consistency, a priority planting plan with a focus on canopy equity, community outreach and engagement.



Additional References

In addition to the above four references, DRG presents a chart of additional relevant California urban forestry projects. We are delighted to share project profiles and contact information if interested.

California Municipal Client	Year Completed	CAL FIRE funded	Deliverables
Contra Costa County	In Progress		Tree Inventory, Management Plan
Sacramento	In Progress		UTC Mapping and Analysis, Urban Forest Master Plan
Chico	In Progress	x	Inventory, Software
Artesia	In Progress	x	UTC Mapping and Analysis, Urban Forest Master Plan
South San Francisco	2020		UTC Mapping and Analysis, Urban Forest Master Plan
Merced, CA	2020	x	Inventory, UTC Mapping and Analysis, Master Plan
Santa Cruz	2019		Inventory, Software, UTC Mapping and Analysis, Street Tree Management Plan
Woodland	2019	x	UTC Mapping and Analysis, Urban Forest Master Plan
Davis	2019		Inventory
San Jose	2019		Multi-year Inventory
Patterson	2018	x	UTC Mapping and Analysis, Urban Forest Master Plan
Hermosa Beach	2018		Inventory
Tracy	2018	x	UTC Mapping and Analysis, Management Plan
Los Altos, CA	2017		Tree Inventory & Treekeeper software, i-Tree Analysis
Atwater	2017		Urban Forest Management Plan
Stockton	2017	x	Inventory
Roseville	2016		Inventory, UTC Mapping and Analysis, Master Plan
El Cerrito	2016	x	
Orange	2015		UTC Mapping and Analysis, Master Plan
Mountain View	2015	x	i-Tree Streets, Tree Canopy Assessment, Master Plan
Manhattan Beach	2015		i-Tree, Tree Canopy Assessment, Resource Analysis
Citrus Heights	2015		i-Tree, Tree Canopy Assessment, Resource Analysis, Management Plan
Pacific Grove	2015	x	Inventory, i-Tree, Canopy Assessment, Resource Analysis
Patterson	2014	x	Inventory
Mountain View	2014		Urban Forest Management Plan
Berkeley	2014		Inventory
City of Clovis	2013	x	Urban Forest Management Plan

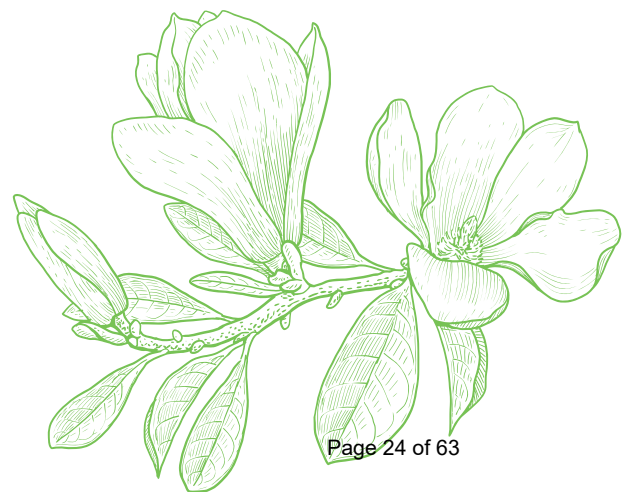
Statement of Understanding

The City of Watsonville is the quintessential California coastal town surrounded by expanses of agricultural areas. Watsonville provides much to its citizens and visitors alike. It is an urban center for the region, however, like many communities in central California, it is significantly deficient in urban forest resources. This lack of urban trees impacts public health and well-being.

The City of Watsonville values its urban forest. The trees on both public and private property contribute a myriad of environmental benefits to both city residents and surrounding geographies. In the past decade, Watsonville has taken steps to strengthen its urban forestry program. The recent process of developing an Urban Greening Plan has enlightened the city and its residents to address the root cause of climate change by identifying projects and policies that have the most potential to curb greenhouse gas emissions. To this end, the City of Watsonville is seeking the services of a qualified and responsible consultant to collect scientifically sound data on all city-owned trees, update ordinances related to trees, and develop an urban forest management plan.

The city's contractor will deploy a team of experienced inventory arborists to assess and collect data on all city owned trees. The data will be analyzed by an ISA Board Certified Master Arborist who will work with a team of urban forest specials to develop an UFMP specific to the needs and aspirations of the City of Watsonville. The plan will evaluate existing policies and conditions, set community goals, and articulate actions to advance urban forestry across the city. The management plan will include a full analysis of the city's tree inventory and a discussion of its ecosystem benefits. To ensure consistency with other city plans and documents, it will cross-reference the Urban Greening Plan (2012) and Climate Action Plan (2015 & 2021 update in progress), while incorporating current city-wide initiatives such as the Green Infrastructure Plan (in progress). The UFMP will review and recommend tree care standards and will present a (redline) Tree Preservation Ordinance update to guide future city forestry activities.

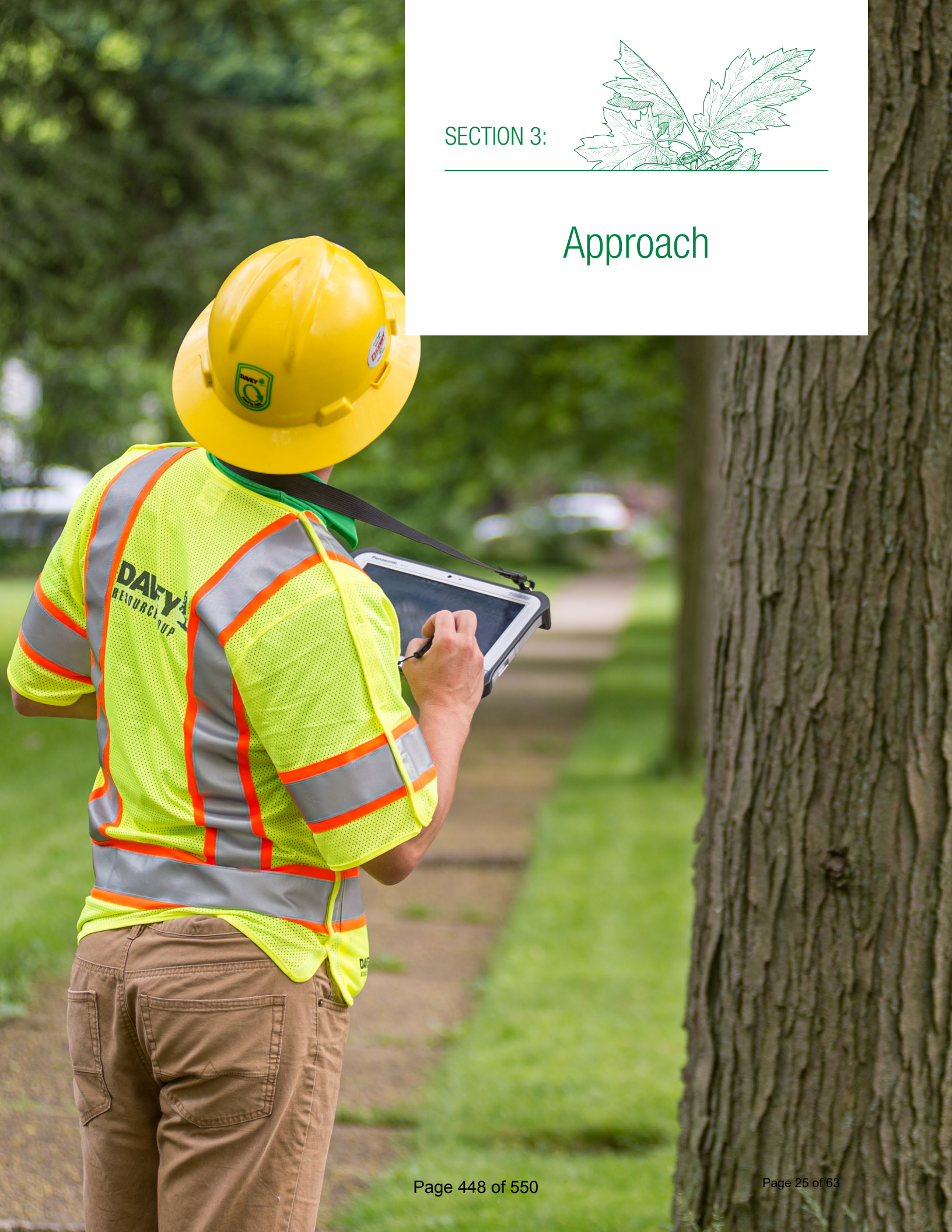
The Watsonville community has demonstrated a rich appreciation for its trees and its urban forest. Residents will be invited to participate in the development of the UFMP by contributing their insights and comments. By engaging community stakeholders, internal staff, and citizens, Watsonville's plan will define key objectives and goals that meet the needs of the city both now and into the future. It will be based on the most current science and best management practices. It will be clear, accessible, and understandable to meet the needs of staff and stakeholders. The intent of Watsonville's UFMP is to carry the city and its residents into the future and help fulfill the principles outlined in the City of Watsonville comprehensive plan, including how climate change impacts the city and how urban forestry management and expansion activities can mitigate these impacts for Watsonville residents and visitors.



SECTION 3:



Approach





APPROACH

The following sections describe DRG's overall methodology for accomplishing Watsonville's scope of work. This section includes a plan of work for the tree inventory and explains the technologies that DRG uses to complete a tree inventory and a description of our approach to providing a distinct urban forestry management plan to guide and support your urban forestry efforts for the next 50 years.

Tree Inventory Collection Plan

Overview

In order to perform a function, structure and composition analyses of the Watsonville's tree canopy, DRG will perform a complete inventory of public trees and planting sites and a sampling of community trees within the city.

Inventory of Public Trees: The number of public trees and tree locations in the city is estimated at 6,000 trees. DRG will begin by reviewing and integrating existing city tree data as a historical layer into DRG's TreeKeeper software system.

Davey Resource Group will collect CAL FIRE attributes addressed in Appendix 1 of this proposal.

- The DRG inventory team will document attribute information for each tree in accordance with the scope and your feedback.
- Observations will be made and data will be collected by ISA Certified Arborists experienced with inventory collection.
- Data will be collected in a sequence desired by the city. Data will be collected and presented in accordance with all environmental and safety standards and all applicable local, state, and federal ordinances.
- All inventory data collected becomes the property of the City of Watsonville.
- The inventory data will be visible through DRG's TreeKeeper software during collections and delivered in a format compatible with the city's existing ESRI GIS database upon completion.

Kickoff Meeting and Collection Software Development

DRG begins every project with a kickoff meeting that includes our Area Manager, Project Manager, Project Developer, and key project staff. For this initial meeting, it is our hope that your critical project team members will also be in attendance. This includes not only a designated project manager but any key personnel that might be interacting with DRG throughout this process.

This meeting will clearly identify what we will be inventorying, any specific details that need to be made, and align our vision to your vision for the project. During the kickoff, we will review the objectives, deliverables, timeframe, and establish a communications strategy that allows us to communicate project status in your preferred medium. Given our robust history with CAL FIRE and our experience serving the needs of various California municipalities, we will present additional attribute considerations during this meeting as well.

Communication Strategy

In addition to determining the work sequence, we will also share a contact directory for our staff and yours. This will help us to define the best person(s) to contact if the need arises. It is our intent to be well prepared going into the contract so that your staff's day-to-day duties are not interrupted by our presence, and that this contract is a positive experience for everyone involved.

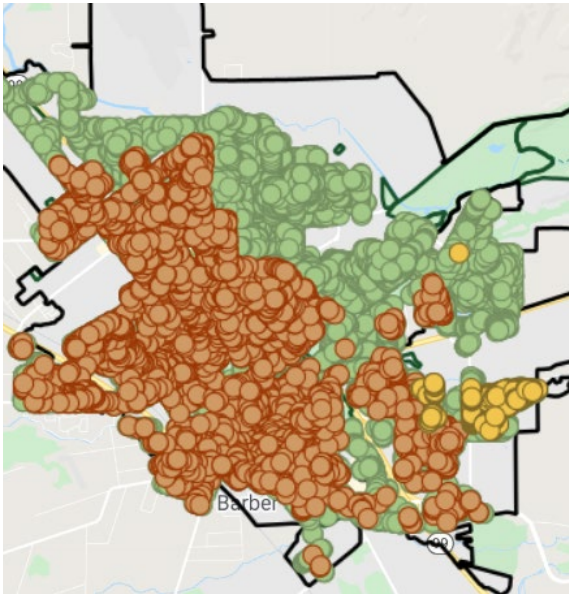
To ensure a good working relationship throughout the project, DRG collaborates with Watsonville early on to schedule fieldwork and meetings at mutually agreeable times and to determine protocols for addressing questions and concerns that arise during data collection. DRG's staff also stay in contact with Watsonville's staff during all phases of the project to keep the city informed of the project's status. The following is an example of an inventory progress update, e-mailed on a set schedule such as weekly or bi-weekly, from DRG's urban foresters to the client:

“

Hello Richie,

As of last Friday 33,751 sites have been collected, almost 89% of the total estimated sites. We are working in the central eastern section which will be wrapping up soon. There are some sections in the northwest that we will collect after this, and then we will be ready to start the parks.

At this point, trees total 24,514, vacant sites total 8,634 and 603 tree stumps have been collected. Below is a screenshot of sites inventoried (yellow points are sites done last week), and a summary table as well. Quality control in the field is at 3% of the total sites collected (sheet attached). Additional desktop QC was done this week and last week.



Inventory Statistics				
Total Estimated Trees To Date	Estimated Completion Date	Total Remaining Trees	Percent Complete	Estimated Trees
33,751	7/5/20	4,249	88.8%	38,000
Quality Control				
Overall Critical Error Score	Target Critical Score	Overall Non-Critical Error Score	Target Non-Critical Score	Percent Audited
99.22%	98%	98.90%	95%	0.03

Data Mining and Software Programming

The next step in the inventory process is to obtain the GIS data and imagery needed to set up the field computers used for data collection. DRG's urban foresters typically work with the city's GIS or planning department to complete this step. If necessary, we can source imagery from other public sources. DRG uses the data fields defined in this proposal and the imagery, maps, and data files obtained from the city and various sources to program the data collection software and field computers.

Standard Data Collection

DRG typically begins data collection two weeks after the kick-off meeting, once the collection software has been created. At that time, we anticipate meeting with the City's identified staff to align our assessments with your expectations. Our experienced, qualified urban foresters locate trees, planting sites, and stumps and record the data specified by the city. We anticipate inventory collection areas to include rights-of-way, city easements, streets, parkways, medians, parks, city facilities, public parking lots, and other public lands as identified by city staff managing this project. The collected data, once finalized, forms Watsonville's tree inventory database.



Location Accuracy

DRG uses field computers and equipment that meet or exceed this project's location accuracy requirements. Having worked on thousands of tree inventory projects, DRG has found that using a combination of GIS and a customized data collection program provides the most exact data and the most efficient means for inventorying trees. DRG uses our in-house designed GIS software tool in conjunction with ruggedized computers with a GPS receiver to collect inventory data. Under favorable conditions, the equipment allows for sub-meter location accuracy of point data.

Individual Tree Inspection Process

During data collection, DRG's urban foresters complete a 360-degree inspection on each tree from the ground. Based on the conditions at the time of the inspection, DRG's staff identify the tree's species and its location, measure tree diameter, and rate its health. DRG's urban foresters also assess tree risk and suggest the specific maintenance involved in mitigating that risk as well as collecting all other information at this time. When data collection for an individual tree is complete, DRG's urban foresters walk to the next tree and follow the same steps, in the same order, to ensure consistent data collection.

DRG formally routes the collection of inventory data to ensure that staff collects all the sites in the project area in a systematic manner. Throughout the inventory process, DRG maps the streets, parks, and properties inventoried and shares that information with the city. DRG also informs Watsonville where our staff intends to collect data next. DRG's urban foresters collect data Monday through Friday and often on weekends with our clients' permission.

Upgrading the Inventory

In addition to collecting trees, planting sites, and stumps, DRG can inventory other infrastructures that Watsonville might be managing, such as: shrub rows, woodlots, natural or environmentally sensitive areas, irrigation boxes, benches, signage, and turf. DRG can upgrade the city's inventory by changing the current scope of work or by further developing the project to have additional phases.

Accessing Inventory Data

DRG supplies access to the tree inventory data during data collection.



i-Tree Eco Sample Inventory

In addition to collecting data on public trees, the City has expressed the intent of collecting tree data on residential trees and trees growing in wetlands/open space areas. DRG recommends the i-Tree Eco sample inventory approach for projects where it is not practical to inventory every tree in the study area. Within Watsonville's residential, wetlands/open space areas, DRG will collect and analyze specific tree data within random plots throughout the City. DRG will leverage our experience conducting i-Tree Eco studies across the United States and our industry-leading project management and quality assurance processes to ensure accurate and precise data collection and reporting.

Landowner Contact and Permission

Since the placement of the sample plot centers are randomly located throughout the subject area, many (and probably most) of the plot centers fall on private property. Therefore, it is of critical importance that attempts are made to contact landowners and inform them of the project and DRG's visits to their property.

Notification of the property owners by mail is a crucial step to generate the most interest and cooperation with the study. DRG will utilize accurate property owner contact data provided by the city to send letters explaining the nature of the project. Letters will be sent two times. Once a month or two prior to data collection, with a second mailing a couple of weeks before data collection begins. Mailings will be managed by DRG. DRG will work directly with the City to craft the landowner contact letter. Ideally, the letter will be submitted on City letterhead. Additionally, another action that has proven to be effective in enlisting property owner support is to provide local newspapers, radio stations, and television stations with a press release that provides a brief overview of the project. In our experience, property owners who are informed of the research before they receive the notification letter are much more likely to cooperate. DRG will work hand-in-hand with the City to develop an appropriate press release. It is up to the City of Watsonville to distribute press releases to local contacts.

It is also important to notify local officials and community leaders of the project, project goals, and data collection efforts. DRG will provide Watsonville with a project synopsis and timeline that the City can communicate within its communication outlets. The synopsis will include several sample social media posts and attractive images to help leverage local community outreach efforts to inform residents of the project's efforts.

Lastly, when arriving on-site to collect data at a particular plot, DRG field staff will knock on residential or business doors at the plot location. If answered, DRG will provide a brief explanation of the project and secure verbal consent to access private property for data collection. If no answer is received, DRG will place a door-hanger on the residential or business door to inform residents or business owners of field-staff on-site and the purpose of the project. The door hanger will be designed and printed by DRG, with City's input.

While property owners will be encouraged to allow researchers access to their property the owners are also given the option to refuse access by calling a designated phone number. If the property owner calls the number and requests that their property not be used for the study, the plot and landowner contact information will be submitted to the City for any follow-up inquiries. If the property owner does not call the designated number, their permission to access the property is implied.

i-Tree Eco Data Collection

DRG's i-Tree Eco collection methodology will be performed in accordance with the explicit technical procedures outlined in the most recent i-Tree Eco manual (version 6). DRG will use the previous CAL FIRE data fields as well as our familiarity with the i-Tree Eco program to collect the specific data. The software will be loaded onto laptops or tablets compatible with the i-Tree Eco software, and will be configured for collecting as shown in the i-Tree Eco manual. Although similar to a regular tree inventory, DRG understands the necessary accuracy and understanding of the data collected through the i-Tree Eco process.

DRG will follow certain specification for data collection and will gather the following data:

- Plot identification number
- Crown width
- Current land use
- Percent of canopy this is missing
- Tree species (Latin and Common names)
- Dieback
- Trunk diameter measured at 4½ feet above grade
- Crown light exposure
- Height to live top
- Shortest distance to building
- Height to live crown base
- Current tree crown condition

Additional field data inputs will include:

- Land use
- Total tree height
- Percent ground cover

Quality Control and Assurance

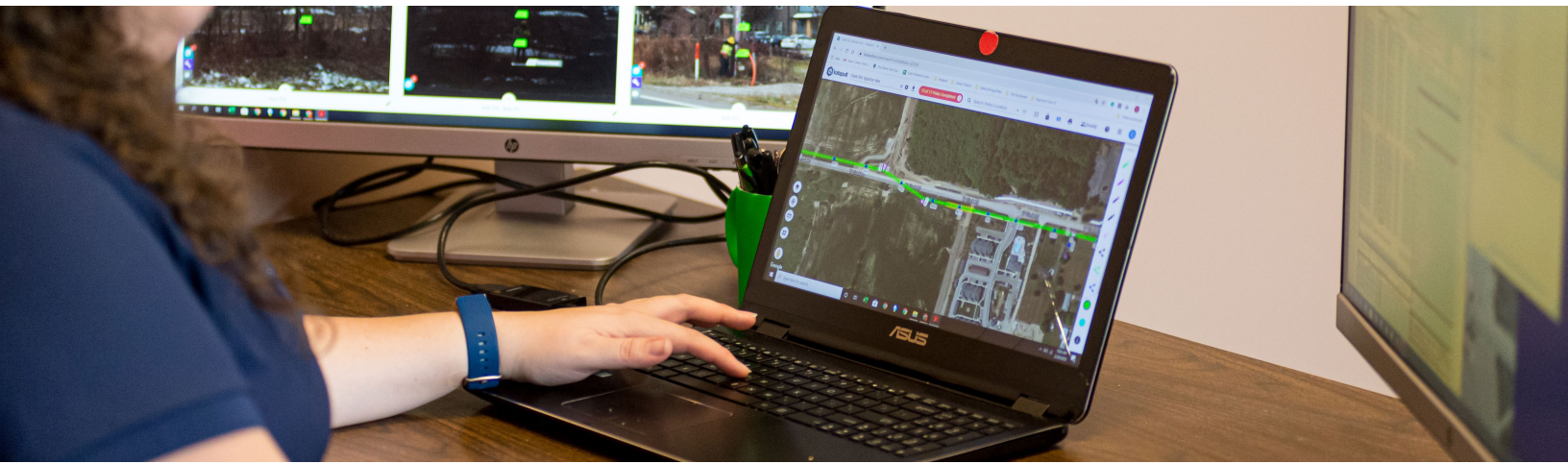
From the project's start to its finish, we are solely focused on your experience working with us, and your satisfaction with the quality of the project's deliverables. DRG takes measures to ensure accurate delivery of the collected data from the start. Before the inventory begins, DRG's project manager checks the field computers to make sure the computers are functioning properly. At the kick-off meeting, DRG reviews the project's work plan with the city, addresses any concerns that arise, and ensures that Watsonville and DRG's urban foresters are on the same page concerning the project's expectations.

Quality control and assurance continue during data collection. DRG's project manager and urban foresters use hot and cold data checks during fieldwork, and we encourage Watsonville to do so as well. DRG regularly updates Watsonville on the project's status and makes the city aware of any situations that may need immediate attention. At the end of the inventory portion of the project, DRG's IT specialists run computer diagnostics on the inventory data to make sure the data is clean. Finally, DRG answers any questions the city may have about the delivered data.

Tree Inventory Data Delivery

DRG will deliver the completed city tree inventory within the city's ESRI-compatible GIS tree inventory database within two weeks of data collection completion and final acceptance of the data by the city.

Additionally, for this project, Watsonville is eligible to receive tree inventory data in DRG's TreeKeeper® software. As part of our one-time software trial, DRG provides a one-year subscription to TreeKeeper® software to Watsonville free of charge. Information about the TreeKeeper system is in Appendix 7. We recognize the city is not asking for a software system at this time, but we feel the Treekeeper will provide value in managing your tree inventory management needs. We welcome the opportunity to provide a demonstration of TreeKeeper anytime, at your convenience.

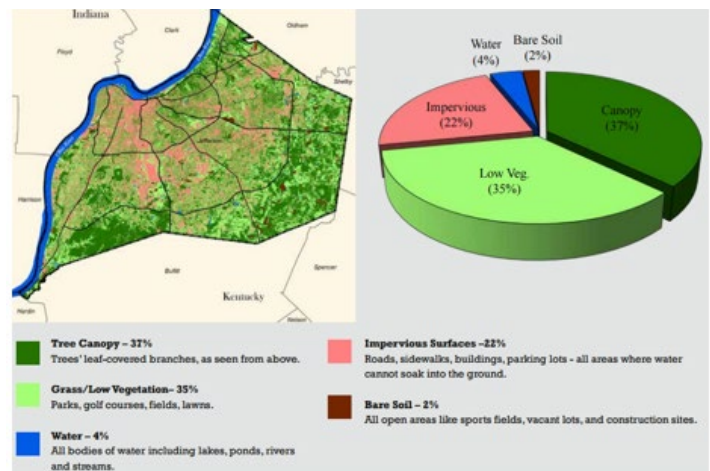


Canopy Mapping and Analysis

DRG will assess the current status of the city's urban forest and conduct analysis to support a determination for tree canopy goals within the city that meet goals for urban forest health, equity, and related watershed and community benefits.

Urban Tree Canopy and Land Cover Assessment

Vital information regarding urban forest structure and benefits can be developed using data from the up-to-date tree inventory. But this only provides information on the public trees. The US Forest Service estimates only 20% of the urban forest is made up of public trees. The majority of the urban forest consists of trees on private land and national and state forest lands. An Urban Tree Canopy (UTC) assessment considers all trees, both public and private, and can be obtained from the use of GIS and aerial imagery. Each of these analyses are important tools to help inform and guide the development of an UFMP. The images show an example of canopy cover calculated for each land cover type.



Assessment of the overall structure and function of the urban forest combines two analytical processes to achieve the best understanding of the urban forest qualities, quantities, and characteristics. The first process utilizes i-Tree software to analyze the inventory data collected to understand the urban forest resource structure within the City. The second process is a GIS analysis of the canopy cover to determine the distribution of trees across the city's communities, the benefits of the urban forest, and where planting trees will most benefit Watsonville. For the City of Watsonville, we recommend both an i-Tree Eco analysis of the updated tree inventory data and an UTC Assessment. Together they will provide comprehensive analysis and benchmarks for public and private tree canopy, including the health and the composition, and will serve as a guide to which areas and species will yield optimum returns. Additional considerations follow the i-Tree and UTC overview.

City Trees Inventory Assessment

Understanding the values that the urban forest brings to a community is an important step in developing an urban forest management plan. DRG uses i-Tree software to develop a comprehensive analysis of the composition and benefits provided by an urban forest. The I-Tree suite was developed by the United States Forest Service with the support of the International Society of Arboriculture, Society of Municipal Arborists, Arbor Day Foundation, Casey Tree, and The Davey Tree Expert Company (our parent company).

Utilized worldwide, i-Tree has provided a more scientific basis for managing trees within the urban forest for countless communities. i-Tree allows communities to understand the benefits that trees provide in simple, easy to understand ways. For this project, we propose the use of i-Tree *Eco* to clarify the value of the public tree inventory as a component of the overall urban forest.

DRG will use i-Tree *Eco* to create an expansive snapshot of the public tree inventory. It informs the condition of the urban forest allowing tree managers to develop a focus on the structure, function, and value of the trees in the community. That focus will be specifically on species composition and diversity, current condition, risk potential for invasive pests, primary environmental benefits, and management needs. i-Tree *Eco* will apply local hourly air pollution and meteorological data to improve the estimation of environmental benefits.

The i-Tree *Eco* analysis will provide the following information:

- Urban forest composition, including species composition and diversity, condition, and age distribution;
- Hourly amount of pollution removed by the urban and community forest and associated percent air quality improvement throughout a single year. Pollution removal is calculated for ozone (O₃), sulfur dioxide (SO₂), nitrogen dioxide (NO₂), carbon monoxide (CO), and particulate matter <10 microns (PM10).
- Hourly urban and community forest volatile organic compound emissions and the relative impact of tree species on net ozone and carbon monoxide formation throughout the year.
- Total carbon stored and net carbon annually sequestered by the urban and community forest(s).
- Effects of trees on building energy use and consequent effects on carbon dioxide emissions from power plants.
- Compensatory value of the forest, as well as the value of air pollution removal and carbon storage and sequestration.
- Tree pollen allergen city index.
- Potential impact of pests and diseases such as Emerald Ash Borer and Oak Wilt.

Urban Forest Benefits Assessment

A UTC assessment is a tool to help urban and community forestry programs and communities better understand existing tree canopy cover and identify strategies to maximize the benefits provided by the future urban forest. It can also provide an important opportunity to bring community members together to develop a vision of the future urban canopy. A UTC is an easily understood measure of the community's overall success in meeting agreed upon canopy goals.

DRG will obtain the 2020 National Agricultural Imagery Program (NAIP) leaf-on 1-meter aerial digital imagery acquired by the U.S. Department of Agriculture to provide the most up-to-date land cover extraction. We utilize the NAIP 4-band orthoimagery on a majority of our past and current tree canopy projects, taking advantage of the near-infrared band for more accurate extraction. DRG also plans to use 2020 Nearmap imagery for additional reference.

The following provides specific information on each suggested category of analysis for the City of Watsonville:

Land Cover Metrics: Area and percentages of canopy cover will be calculated for each land cover type and designation (e.g., citywide, parks and open space, land use, zoning, improvement and redevelopment areas, neighborhood, subdivisions, watersheds, flood zones, etc.). This comparison of canopy cover with geography and land use will become a primary resource for recommendations and goals for Watsonville's community forest. Specific natural resource factors will be evaluated and prioritized to determine areas that provide multiple functions and benefits and should be considered a high priority for protection and preservation. In addition, this GIS layer can be used beyond the UTC Assessment in conjunction with existing GIS information to evaluate the relationship of the tree canopy to other assets and issues that may be of interest to the City.

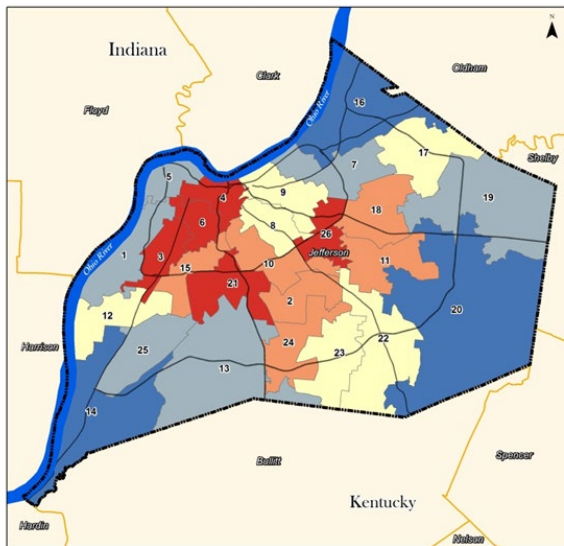
Ecosystem Services: Using the tree canopy area identified by the land cover analysis, ecosystem benefits for air quality, carbon, and stormwater will be assessed using i-Tree Software (i-Tree Canopy and i-Tree Hydro, specifically). Air quality values will consist of pounds of pollutants removed and a monetary value of those removed pollutants (carbon monoxide (CO), nitrogen dioxide (NO₂), ozone (O₃), sulfur dioxide (SO₂), and particulate matter less than 10 microns (PM₁₀). Carbon storage and sequestration values will be reported in tons and monetary value. Stormwater values will be assessed using land cover percentages. Stormwater values will be reported as gallons of stormwater runoff avoided by tree canopy and a monetary value, which is assigned by multiplying the gallons of runoff avoided by the cost to treat a gallon of stormwater/wastewater. This does not measure pollution.

Social Equity and Resilience factors: DRG will provide analysis to explore the relationship between tree canopy cover and socio-demographic and economic data for the city. Census data from 2015 through 2019 will be aggregated for census tracts and/or blocks groups to determine trends and correlations with canopy cover. This data can be used by the City to prioritize tree planting and canopy goals. Typical analysis includes:

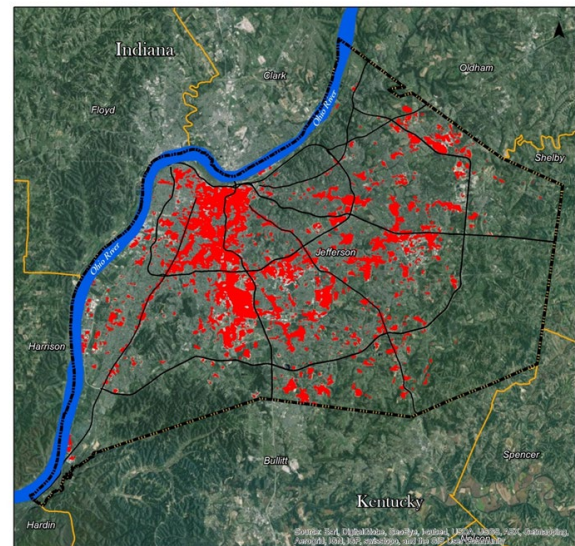
- Canopy % vs. median household income
- Canopy % vs. population density
- Canopy % vs. ethnicity
- Canopy % vs. age group
- Canopy % vs. education
- Canopy % vs. poverty rates/unemployment
- Canopy % vs. building value/age

Stormwater: Canopy data will be analyzed to determine the average reduction in stormwater runoff from trees within the city limits. This could be essential later on when determining water quality measures and setting goals focused on stream restoration or preservation. Estimated average annual pollutant runoff for total suspended solids, oxygen compounds, phosphorus, nitrogen, and other pollutants will be reported.

“Hot Spots” by Council District

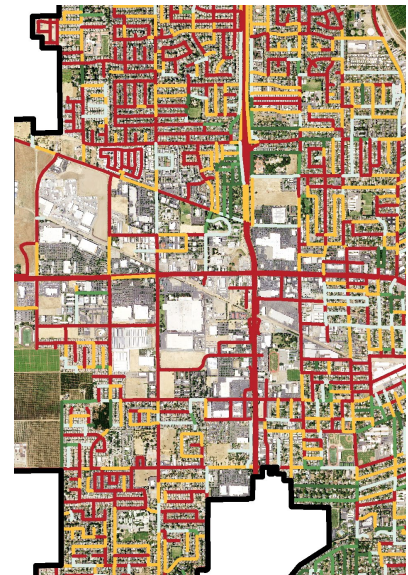


Surface Temperature



Heat Islands Analysis: Capturing land surface temperature data is essential to monitoring heat islands, air quality, and overall well-being for residents. To establish an understanding of how urban tree canopy affects heat island, land surface temperature analysis conducted with Landsat 8 imagery during late afternoon summer conditions can be examined to determine the highest surface temperatures observed. Multiple years can be assessed to determine how heat islands have changed over time. Theoretically, this data would be correlated with areas of tree canopy reduction, but it could also lead insight to other factors not yet known.

Canopy Percent By Right-of-Way: Understanding Canopy Percent By Right-of-Way can help address equity factors for preservation and planting prioritization. DRG can offer macroscale qualitative analysis and recommendations that will help the City to maximize the potential of their related imagery data sets with respect to community concerns such as canopy cover within a ROW. The map on the right features the canopy percent by ROW analysis from the Yuba City, California urban forest management plan.



Priority Planting Index: DRG will determine areas that are biophysically feasible to support trees, estimate budget implications for tree planting to increase canopy, and account for the number of trees plantable by crown size. The index provides a basis for creating planting plans and prioritizing target areas to address key considerations, including canopy equity, environmental justice, greenhouse gas emissions, heat islands, canopy connectivity, erosion, and stormwater runoff. Additional considerations for determining planting sites may include council districts, human health data, a crime reduction strategy, or other GIS-based data that is available.

Priority Planting Analysis provides details specific to each planting location.

Canopy Goal Identification: With the results of the land cover assessment, the city will gain a clear understanding of its urban canopy resource. With input from the City’s Project Manager and internal/external city stakeholders, DRG will determine and recommend a canopy goal for the City of Watsonville to address climate adaptation, stormwater mediation, public health advancements, and other priority concerns.

Canopy Health Analysis

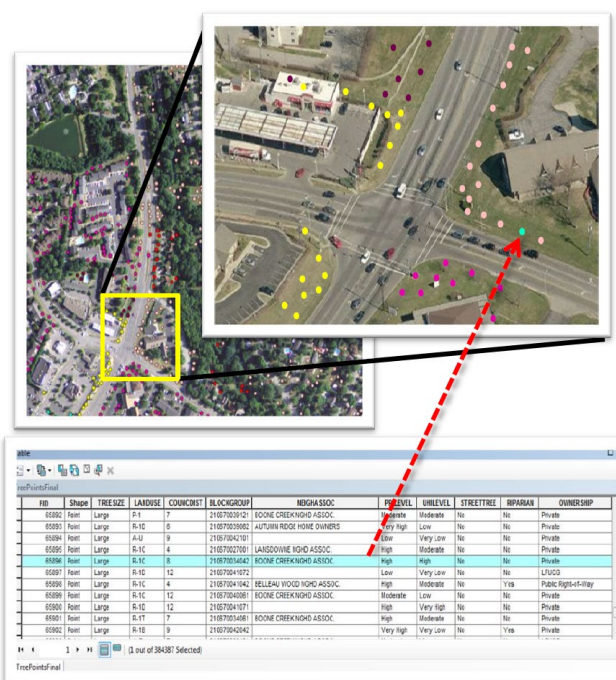
DRG will use satellite imagery of red and near-infrared bands to assess canopy health and areas of stress for the entire urban forest. Results of the analysis will identify tree canopy health as one of the following classes: Excellent, Very Good, Good, Fair, Poor, and Dead/Dying. The number of acres for each canopy health class will be tabulated. The results of this analysis can be used by Watsonville to further areas that are indicating canopy stress to find out the real cause of poor health (i.e., drought, disease, fire, dying trees, etc.).

TreeKeeper® Canopy Software

TreeKeeper® Canopy is a popular tool to empower communities to prioritize new planting locations for the greatest benefits. The software supports the identification of priority planting areas to address one or multiple priority concerns (e.g., heat islands, stormwater, canopy equity, etc.) and project future tree canopy benefits and estimate budgets for tree planting costs. The program uses data from the inventory, census tracts, public health, and environmental factors identified in the land cover analysis, and allows you to focus your planting projects based on parameters you set. The tool is simple to use and allows the user to explore a multitude of priority planting options to determine the estimated number of trees biophysically feasible to plant within the available planting space, calculate the number of small, medium, and large-stature trees for optimal coverage, and estimate planting and maintenance costs. This web solution has proven to be an insightful and engaging planning and public education tool for municipalities. For this item we have budgeted the TreeKeeper® Canopy software build and one year of subscription/support. Additional year subscriptions are addressed in the section budget sheet. This tool allows for a 3-step system of “observe, prioritize, and plant” to optimize future tree planting.

TreeKeeper® Canopy Example:

- [Akron, OH](#) (click to explore)



Observe

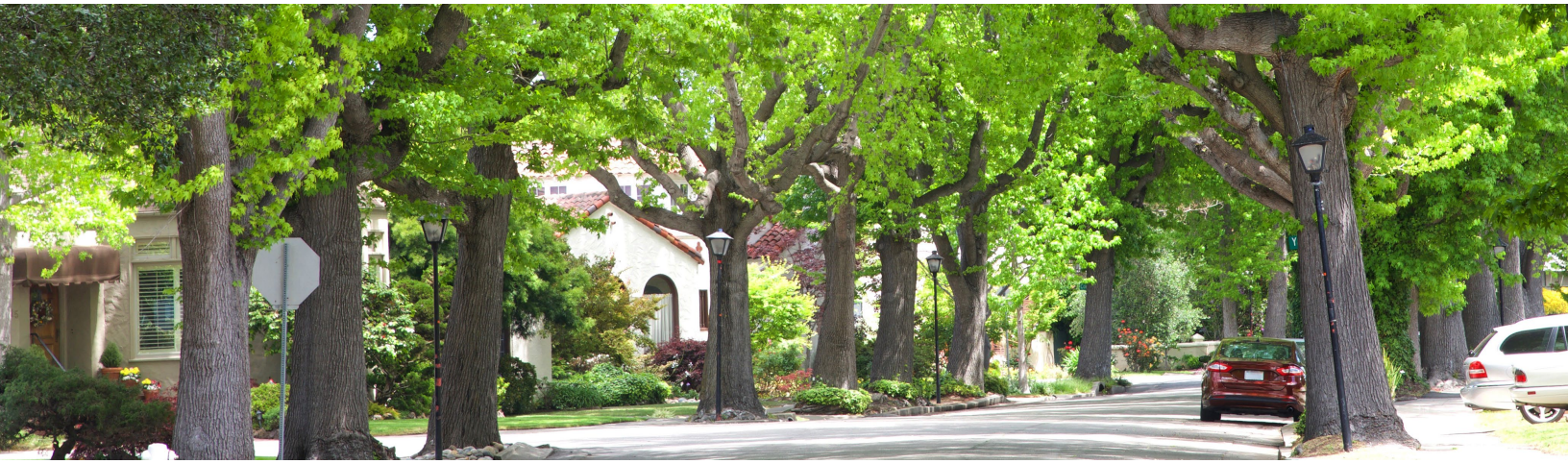
- Review tree canopy data
- Explore tree canopy changes
- Select between multiple layers
- Customizable attributes
- Determine planting opportunities

Prioritize

- Tree Preservation
- Integrate inventory data from TreeKeeper®
- Create strategies that work for you
- Customize the needs of the community
- Collaborate with other stakeholders
- Determine critical factors

Plant

- Set tree canopy goals
- Design and compare scenarios
- Project future tree canopy and benefits
- Calculate tree planting costs
- Export data for reporting



Urban Forestry Management Plan

UFMP Kickoff Meeting

DRG will conduct a second kickoff meeting to launch the UFMP portion of the project. The UFMP Kickoff Meeting provides the opportunity to review the project to date and to introduce key city staff to our team of UFMP development professionals. The focus of the meeting will address a review of the Scope of Work, desired deliverables, schedules, and clarify our approach for documenting and developing the UFMP. Within this meeting, we will address the timing of community engagement strategies and collaboration around the city's concurrent neighborhood tree planting efforts.

Overview

DRG's methodology for developing meaningful UFMPs is based on a proven science-based, community-driven process, and adaptive management. The plan will identify a fifty-year plan to enhance the urban forest through meaningful and achievable goals. Components of the plan will include an analysis of the current condition of the urban forest, including management methods and stakeholder opinions, as well as identification of long-term canopy goals.

The plan will also identify specific strategies for reaching long-term canopy goals. This includes tree care and maintenance best practices, recommendations for regular pruning cycles and pest control, yearly tree mitigation plantings, community involvement opportunities, related policies and procedures, and the development of a comprehensive tree species list for use for future tree plantings within the city.

During the development of the UFMP, DRG will conduct a review of the city's Historical Tree Ordinance, and other municipal codes, current tree care practices, policies, and procedures that guide the existing management of city trees. In the end, the plan will reflect the will of the community and will be written in a way to be understood by the average person. The UFMP will present a comprehensive set of actions and user-friendly guide for the city to achieve its goals.

Document Review

DRG's approach to evaluating city tree maintenance policies and regulations related to the urban forest begins with evaluating pertinent documents related to community planning, ordinance, pruning, tree planting, and tree removal policies. Our review and recommendations will address all departments related to public trees including budgets related to public trees and potential urban forestry funding sources and opportunities. With this information, we will provide a roadmap to update and align policies within all departments related to the planting and care of public trees.

We expect to utilize the following documents, but we are not limited to these and may explore additional documents as we conduct our research:

- City of Watsonville general plan
- City of Watsonville municipal code (tree and zone sections, historical tree preservation, landscape and planning sections, etc.)
- Guidelines for Developing and Evaluating Tree Ordinances (Swiecki, T.J., and Bernhardt, E.A. 2001).
- City of Watsonville updated public tree inventory
- City of Watsonville Urban Greening Plan
- City of Watsonville Urban Climate Plan
- City of Watsonville Local Hazard Mitigation Plan
- City of Watsonville Adopt-A-Trail program
- Planting, pruning, and tree removal specifications (internal and external)
- Guiding documents from the National Urban and Community Forestry Advisory Committee
- Guiding documents from the Sustainable Urban Forestry Coalition including the Vibrant Cities/Vibrant Communities Initiative
- Cal Green (California Green Building Standards Code)
- California Public Resources Code Section 4799.06 – 4799.12 (Urban Forestry Act of 1978)
- California Urban Forests Council: Urban Forests Master Plan Tool Kit
- AB 32 – California Greenhouse Gas Reduction/Climate Change Information (2006)
- Urban Forest Ecosystem Institute (UFEI)-SelecTree
- University of California Cooperative Extension ANR publications
- Various Solar/Photovoltaic/Tree Conflict legislation as it pertains to the urban forest
- Other documents that may impact the plan include those of the CPUC, Fire Codes, CalTrans, and CA Endangered Species Act.

Internal Stakeholder Interviews

A review of written documentation is only a portion of our research, we will also obtain lists and contact information for city staff, key supporters, elected officials, and other stakeholders that share an interest and/or responsibility for the urban forest. Having previously conducted many similar projects in the past, DRG has developed a methodology for this critically important task.

We develop our questions around the following items:

- Protocols and processes
- Use of available tools
- Reviewing procedures for development applications when trees are involved
- Projects and planning including Capital Improvement projects
- Ordinances that support and hinder the management and growth of the urban forest
- Conflict and cohesiveness that affects the urban forest and its stakeholders
- Gap analysis of leading urban forestry sustainability indicators

Our process includes developing a standard set of questions that will be asked during each interview. These questions do not preclude additional discussion that might be pertinent, but they do allow for consistency in research.

Recommendations

DRG will review and develop recommendations for objectives and action steps consistent with city goals and policies that provide for improvements in internal efficiencies, cost reductions, and limiting liability. Recommendations will also support and promote better communication and coordination among city departments that work within and adjacent to the urban forest (trees), decision-makers, and the community. Operational recommendations will be supported by Best Management Practices of the ISA, Tree Care Industry Association (TCIA), (of which Davey is a member) as well as the American National Standards Institute (ANSI).

Tree Maintenance Standards

DRG will review existing policies and practices for the care of city trees, including pruning, pruning cycles, pest management, tree planting, and tree removal. Community involvement opportunities will also be addressed. Recommendations will align city tree maintenance standards with community goals and priorities, internal stakeholder input, and city policies and Best Management Practices (BMPs) for tree care.

Tree Species List

The development and implementation of a street tree planting list and plan can direct future planting efforts by identifying species, spacing, and growth characteristics to maximize the shade canopy on streets, neighborhoods, and historic areas. Upon review of the city's tree inventory, canopy assessment analysis, and current street tree list, DRG will recommend a tree species list to reduce urban heat island effects and 1) are well adapted and long-lived 2) maximize tree biomass given each site's spatial constraints, 3) avoid over-reliance on any one species, and increase overall resilience and sustainability for the urban forest. In doing so we will identify which species have the potential to thrive are most suitable to the regional growing zone.

Tree Protection Ordinance

DRG will conduct a comprehensive review of the City's Historical Tree Ordinance and related municipal codes and robust community engagement to develop a comprehensive tree preservation ordinance that is consistent with the UFMP, the General Plan, the Urban Greening Plan, Climate Action Plan, and Green Infrastructure Plan. The plan will define the needs of a tree preservation ordinance, as well as monitoring/oversight responsibilities needed to effectively manage and maintain such an ordinance. This effort will include an analysis of tree protection policies that might be appropriate for the City of Watsonville and support for the City to determine the best language and structure for the tree preservation ordinance.

Community Engagement

DRG's philosophy of engagement embodies our goals and vision for what we do every day. We believe that the first "rule of engagement" is listening. We provide advice and commentary as experts, but our clients and their constituents have opinions and ideas that are paramount to the development of an UFMP. We also believe in preparedness prior to engaging communities. This means that we will have completed most of our research prior to the start of community outreach.

Typically, DRG would plan and facilitate a series of community open houses and workshops to provide an opportunity for the public to review the UFMP concepts and share their thoughts. Given the COVID-19 situation and State restrictions of inside public gatherings, DRG recommends 1. An robust online platform and communication strategy and 2. in-person outreach events that will only take place during outdoor gatherings.

Stakeholder Communication Method

DRG's facilitated stakeholder communication process will ensure that the City of Watsonville is providing an opportunity for a robust learning exchange among the diverse community perspectives, the city, and the project team. DRG will work with the city and its many community partners, including those identified in the CAL FIRE grant, to assist with community outreach efforts. Our communication approach will create pathways to welcome informed opinions about Watsonville's urban forest in a manner that is respectful of social distancing, yet focused on meeting people where they are. Our outreach approach is intended to engage residents as well as city staff, businesses, real estate professionals, builders and landscape designers and others to incorporate their expertise and experience into the UFMP.

Website

DRG will build a website specific to the Watsonville UFMP project. The website will serve as a landing page for the UFMP development process to communicate the results of the inventory and canopy study in simple terms and provide a forum for community input. From the project website, we will conduct a UFMP survey in both English and Spanish. The survey will include images for situational understanding, clarity, and comparison. In addition to email, messages and surveys can be constructed via text for individuals who do not have access to the internet.

DRG will also utilize the website platform for virtual community meetings. Comments made during the meetings will be transcribed and become part of the record for the Watsonville UFMP process.

EPA and EJ Website Integration

Another unique feature of our website is that it overlays mapping layers from the Environmental Protection Agency's (EPA) Environmental Justice (EJ) screening tool directly onto your participant maps to highlight engagement with both EJ communities and communities that have been historically disenfranchised. These layers represent the demographics of the residents in your community, including income, race, age, and linguistically isolated groups of people. Our approach to community engagement provides tools to understand both who was reached and who was engaged. DRG website analytics will ultimately help Watsonville understand its community stakeholders better in order to enable the city to stay connected while also remaining coordinated and culturally informed. DRG will develop and maintain the website throughout the community engagement and UFMP development process. Following project completion, DRG can provide options for maintaining the website, if desirable.

Online Survey

The City has requested surveys be conducted in Spanish and in English. DRG has experience conducting bilingual community engagement outreach, and our project website is adept at recognizing many languages. DRG will create a customized online survey to gauge the public perception of the community's urban forest and the management thereof. The survey will be available on the project website and can be linked through social media accounts and PSAs. The survey questions will be based on research findings and results of the inventory as well as key considerations for the UFMP and tree protection ordinance. DRG will develop the survey questions to impart useful information and engage meaningful public commentary. DRG will develop a report at the conclusion of the survey to highlight the community interests, common findings, and feedback.

No matter the language of choice being used, all responses are received and communicated in the same, equitable manner. Our website software also tracks the geographic area from where the response originated. With this, we can monitor community interest from across the city and document interest and comments in terms of council district, or other desirable matrices. All comments will be collected and presented to City staff, along with the summary.

Virtual Community Meetings

In collaboration with the City project team, DRG will develop the format and facilitate two virtual workshops to support the development of the UFMP and the tree protection ordinance. DRG will record the workshops and post on the project webpage so that residents can view and participate on their schedule. The webinar will include a link to the community survey so that participants can share comments outside of the live forum.

Roaming Pop-Ups

DRG will work with the city staff to determine appropriate venues/events to conduct additional community outreach across the city and including historically underrepresented communities. These pop-ups will build community awareness and encourage additional community participation in the development of the UFMP and tree protection ordinance. DRG will facilitate two days of informal community outreach using a "roaming popup" strategy. DRG staff will work with city staff to identify popular areas where residents gather. This might be the Farmer's Market, or a popular outdoor eatery or park.

The roaming pop-up events recognize and abide by all social distancing recommendations and requirements. During the pop-ups, friendly DRG staff will carry a handheld tablet and engage residents in conversation regarding the urban forest. When appropriate, staff will conduct the survey verbally while typing in the respondent's answers. For people interested in reviewing the data and research, we will distribute business cards with the QR code to the project website and survey. This strategy supports community involvement while keeping social distancing. DRG welcomes the opportunity to work with community partners such as the Watsonville Wetlands Watch to facilitate additional roaming pop-ups. DRG will develop a summary of findings from all the outreach efforts.

Analyzing the Research

Through the research, we will uncover issues that may include both opportunities and challenges within your urban forest. Issues such as inconsistencies in tree management, conflicts with stakeholder groups, awareness, and understanding of the urban forest by elected officials are common findings. Other challenges will be identified during the research and subsequent analysis. The challenges and opportunities that are identified during these processes will be addressed by recommendations for a more holistic approach to tree management and a detailed roadmap for "How do we get there."

Ultimately, the plan will identify goals and actions based on findings. This points to the final portion of the plan: developing a monitoring and measurement component to determine the effectiveness of the UFMP. This can be a methodical and simple follow-up with assignments for review on an annual basis. Our intent is not to deliver a plan that sits on a shelf and collects dust. Rather, we see the opportunity for Watsonville to leverage its local and interdepartmental partnerships to create a dynamic response to addressing the needs of the urban and community forest and community vision.

DRG will develop UFMP goals and standards that address issues related to all public and private trees. We will assess the overall condition of the urban and community forest, evaluate the impact of the city's planting efforts, and plan for the future of this valuable resource.

Implementation Recommendations

The process of developing the UFMP will likely reveal numerous opportunities to enhance the understanding of the urban forest resource as well as improve efficiency in tree maintenance operations, community participation, and other avenues to advance urban forest health and vitality. Within the UFMP, DRG will include implementation recommendations for achieving the desired tree canopy goals.

The recommendations will provide a straight-forward approach to prioritizing actions and expected timeframes, the identification of staff and/or departments that share leadership responsibility or ownership of the goal/action, the estimated investment, and strategies to measure progress.

Documentation Preparation and Deliverables

DRG is committed to delivering a UFMP that is dynamic and usable, incorporates tree management policy, and supports the vision and goals for the City of Watsonville. In preparing the document, DRG will analyze the data to determine strengths, gaps, and challenges. DRG will consider ISA BMPs and incorporate community culture to develop our recommendations to include in the plan. This is a highly collaborative process where the city and DRG will review the plans, goals, and recommendations developed. The development of the UFMP is designed in three stages to provide adequate review time (3-4 weeks) for city staff. The development of the UFMP will include two drafts and a final UFMP. The first draft and review process begins with the submission of what we refer to as a *95% complete draft*. This will be presented in the intended outline, but will be minimally formatted with a minimum of supporting images and graphs. Once the city provides feedback on the comprehensive draft and we've reached consensus on the final elements to be included in the plan, we transition to a second, 100% draft that is fully formatted.

The development of the Tree Protection Ordinance will follow a similar schedule and include a single draft of the proposed ordinance. Upon city, legal, and stakeholder review, DRG will provide a final formatted ordinance.

Upon final review from the City and stakeholders, the UFMP and Tree Protection Ordinance will be delivered as a final document for city and Council approval. With direction from City staff, DRG will develop and present an overview of the planning process, results, and final UFMP and the Tree Protection Ordinance to City Council.

Given public health concerns and the transition from in-person interaction to online collaboration, we currently envision the full utilization of the website to communicate the UPMP process. The website offers several advantages over print, such as an interactive platform, and links to relevant information useful to city residents. In utilizing the project website, the City of Watsonville will clearly understand participants' interest and commitment to advancing Watsonville urban forestry efforts.

Design

Our urban and community forest management plans are designed with a modern appearance and visually pleasing palette that includes a well-balanced combination of a narrative document, tables, images, and maps to share and convey the critical information necessary to achieve your objectives. The final draft of the UFMP will be provided in digital format, suitable for printing and virtual/web presentation

SECTION 4:



Project

PROJECT SCHEDULE

DRG understands the importance of timeliness and there are deadlines that coincide with the city's CAL FIRE grant. DRG has demonstrated experience conducting urban tree inventories, analyzing large datasets, and creating useful urban forestry management, master, and strategic plans. Our methodology is proven, and we can commit to meeting the city's desired deliverables within its expected timeframe.

We are prepared to begin work within fourteen (14) days after the contract has been awarded in April 2021. DRG will work with the city project manager to develop a firm timeline once the final scope of work has been determined and approved. Our proposed timeline is designed to be flexible and adaptive for optimal coordination and we are confident we have the ability to move this project forward in a timely basis to meet CAL FIRE grant requirements related to this project by September 30, 2023. The following project schedule lists key tasks along with expected completion dates and deliverables.

Task by Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Kick Off Meeting (virtual)																		
Project meetings (monthly) (up to 18)																		
Tree Inventory																		
5-class land cover assessment																		
Metrics, including ROW canopy and wetlands																		
Eco Benefits																		
Stormwater																		
Social equity and resilience factors																		
Heat Island Analysis																		
Priority Planting Plan																		
Street planting priority																		
Canopy Health Analysis																		
TK Canopy																		
Tree Canopy Assessment Report																		
i-Tree Eco Resource Analysis/Report																		
Project Management/admin																		
<i>Optional - Storymap</i>																		
Urban Forest Master Plan Development																		
Background/Doc Review																		
Stakeholder interviews																		
Project webpage																		
Online surveys																		
Community meetings/Pop ups																		
Tree Preservation Ordinance (TPO) - Draft 1																		
TPO Final																		
Tree Species List (comprehensive)																		
UFMP - Draft 1 (95%, unformatted)																		
UFMP - Draft 2 (99%, formatted)																		
UFMP - Final																		
Council Presentation (virtual) (1)																		

Concerns and Alternative Approaches

Virtual vs. onsite activities/presentations

One of the strengths of DRG is our approach to community engagement. We know that the urban forest is more than the management of land and trees; it is also about people. Perceptions and support, or lack of support, is often reflected in the vibrancy of a community urban forest. DRG understands the importance of public input and we enjoy gleaning the nuggets that tell the story of a community's interest and commitment to their urban forest. At the time of this proposal, we do not anticipate in-person meetings, with the exception of mobile pop ups. However, if public health recommendations change and in-person public meetings are acceptable, we welcome the opportunity to review our approach and make adjustments from virtual to onsite activities/presentations.

StoryMap

Davey Resource Group can capture and share Watsonville's urban forestry story in an effective and engaging visual presentation. A StoryMap is a digital-based fusion of text, data, and images that details project findings and serves as a digital, interactive executive summary to the UFMP. Using StoryMap technology, Watsonville will have the means to showcase its existing resources and future vision for the urban forest to the community in a simplified manner that allows for understanding and learning.

StoryMap is a way to capture and share the details of the project process, such as the inventory results, UTC and community input beyond the timeline of the project. DRG will continue to host and provide access to Watsonville's StoryMap for as long as the City wants, and there are no annual costs beyond the initial setup.

StoryMap examples:

- [Sammamish, WA](#) (click to explore)
- [Colorado, EAB Management Plan](#) (click to explore)
- [Puget Sound](#) (click to explore)

Statement of Agreement / Insurance

DRG is able to satisfy all required documentation relevant to the contract as identified in section 6 of the RFP. Once we are notified of the award, DRG will update our city business license. DRG will secure all necessary documentation identified in Section 6 of the RFP. In addition, DRG has reviewed the contract provided within the RFP and has one request for change identified in Appendix 3.

Insurance

Davey Resource Group, Inc. and The Davey Tree Expert Company carry liability insurance for every project. Our insurance carriers are Marsh USA Inc. and Aon Risk Services Northeast, Inc. A copy of our general insurance is in Appendix 5. Certificates will be provided within ten (10) business days of contract award.

W9

Our 2021 W-9 is included in this proposal as Appendix 6.

Firm Profile

Firm History, Size and Structure

Davey Resource Group, Inc. is a wholly owned subsidiary of The Davey Tree Expert Company. The Davey Tree Expert Company was established in 1880 as a family business, incorporated in Ohio in 1909, and was purchased by its employees in 1978. Davey Resource Group was established in 1992 out of a growing need for science-based management of the urban forest. Davey Resource Group was incorporated on June 19, 2017. As stated previously, The Davey Tree Expert Company employs over 10,000 people, and is recognized as the ninth largest employee-owned company in the country.

Business Acumen

Davey Resource Group understands the importance of serving our clients with integrity and quality. We subscribe to an internal strategy of QTC: Quality, Teamwork, and Communication. This initiative is embraced within our teams. As we work under this umbrella with one another, we also share this strategy with our clients.

Engagement and Service Philosophy

The most important component of the services we provide is our relationship with our clients. We do this through our people. Our business philosophy embodies our goals and visions. We keep our employee-owners engaged through interesting projects and growth opportunities and allow their ideas to help drive our business. Our team understands and embraces QTC, and as a team, we deliver quality projects.

We believe that the first “rule of engagement” is listening. We provide advice and commentary as experts, and our clients and their constituents have opinions and ideas that help us grow as a company. We also believe in preparedness prior to every project. This means that we will have met with you prior to the data collection and everyone involved is clear about the project priorities and approach. It is our intent to craft this project in a manner that is enjoyable and satisfying for everyone involved.

Communication

We understand this critical component of every project and diligent, respectful communication is embodied in our day-to-day work philosophy. Davey Resource Group provides multiple layers of communication. We endeavor to return phone calls within 24 hours. Our communications goal is to have City staff be well informed so that there are no issues, concerns, or complaints.

Resources

Davey Resource Group has all the resources available to complete a municipal tree inventory and an urban forestry management plan for the City of Watsonville on a timely basis and within your budget. Our inventory collection team is organized, well versed in the identified collection attributes, and understands the need for accuracy and consistency in their work. Our Management Plan team has produced the most desirable management plans in the nation. Every member of the team maintains the highest levels of industry certification. Every team member is orientated to and fully dedicated to your project. Each person given to your project has the tools and support they need to ensure the quality and completion of your project.

Field Safety

Davey Resource Group takes safety very seriously. Our safety program is administered by a dedicated safety department at our corporate headquarters in Kent, Ohio. In addition, portions of this program are delivered to field staff in our weekly tailgates, our internal newsletter, and weekly safety text messages to all team members. Each inventory arborist wears a hardhat and a safety vest while in the field that identifies them as a contractor with Davey Resource Group. The field collection team serving Watsonville will professionally represent Davey and the City and uphold safety standards at all times.

Financial Stability Capacity and Resources

Davey Resource Group and our parent company, The Davey Tree Expert Company, have no financial issues. We are a solvent, employee-owned business. We present the necessary facilities, ability, experience, and financial resources to provide the services specified within this proposal. Our presence and unified teams strategically situated throughout the country provide the capacity for Davey Resource Group to support several inventory collections, urban forestry master plans, canopy analyses, tree ordinance preparation projects, etc., simultaneously. Our resources are sound. Our financial stability, national presence, capacity, personnel, client focus, and reputation for first-rate work are many of the attributes our clients appreciate. We have the means to complete the jobs we start, on time and within budget.

Substitution/Additional Staff

DRG does not anticipate the need for staff substitutions. However, if circumstances present the need to add or substitute staff any time during the project process, Davey Resource Group has the means to assign additional inventory arborists from its pool of professional arborists to meet the schedule expectations of the City of Watsonville. DRG has over 600 qualified ISA certified arborists based throughout the United States and Canada. Many of our projects are turn-key in nature and allow us the flexibility to temporarily re-assign staff to Watsonville as needed to meet project deadlines. If for any reason staff adjustment is needed, DRG will provide bios and seek approval from the City prior to placing personnel on this project.

References

Please refer to the Experience section, page 12, for a list of references with contact information.

Cost Proposal

City Tree Inventory and Urban Forestry Master Plan as presented in this proposal:

- Inventorying 6,000 City Trees
- Develop Tree Species List
- Project Specific Website
- Monthly Status Updates (calls)
- Tree Protection Ordinance Update
- Operations Review
- Robust Community Engagement

Cost Task and Total Cost

	Task	Hours	Task Budget	Total Budget
1	Inventory 6,000 City trees (14 days of collection)	362		\$35,009
	Project Kick Off and Collection Software Development	46	\$3,790	
	Inventory	290	\$29,119	
	Quality Control and Data Delivery	26	\$2,100	
2	Tree Canopy Analysis	589		\$43,635
	5-class land cover assessment		\$4,530	
	Metrics, including ROW canopy and wetlands		\$1,765	
	Eco Benefits		\$1,585	
	Stormwater		\$1,765	
	Social equity and resilience factors		\$3,353	
	Heat Island Analysis		\$3,235	
	Priority Planting Index		\$3,355	
	Street planting priority		\$588	
	Canopy Health Analysis		\$1,473	
	Report Maps		\$1,765	
	TK Canopy (includes build and 1st year support)		\$6,471	
	Tree Canopy Assessment Report		\$5,700	
	i-Tree Eco Resource Analysis/Report - city-managed trees		\$6,050	
	Project Management/admin		\$2,000	
	Optional			\$8,993
	Optional - TK Canopy Training (2 hrs)		\$588	
	Optional - Storymap		\$8,405	
3	Tree Preservation Ordinance	84		\$8,580.00
	Draft 1 TPO		\$6,060	
	TPO Final		\$2,520	

4	Urban Forest Master (Management) Plan (UFMP)	536		\$52,570
	Kick Off Meeting (virtual)		\$1,640	
	Background/Doc Review (policies, regulations, plans)		\$7,600	
	Internal/Managing Stakeholder Interviews (virtual) (up to 10)		\$4,660	
	Project meetings (monthly) (up to 18)		\$7,380	
	Tree Species List (comprehensive)		\$3,800	
	UFMP - Draft 1 (95%, unformatted)		\$12,500	
	UFMP - Draft 2 (99%, formatted)		\$5,800	
	UFMP - Final		\$3,280	
	Design and Layout		\$3,150	
	Project management/admin		\$1,000	
	Council Presentation (virtual) (1)		\$1,760	
	Optional			\$293
	Optional - onsite Council Presentation		\$293	
5	Community Outreach and Engagement	208		\$25,740
	Project Landing Page (webpage) - 18 months		\$3,800	
	Publicinput.com - 18 months		\$5,020	
	Online Survey (2) (English/Spanish)		\$3,800	
	Community Meetings - virtual/interactive and recorded for webpage		-	
	1 - Tree Protection Ordinance (2 staff)		\$2,520	
	1 - 50 year UFMP (2 staff)		\$2,520	
	External Stakeholder Interviews (virtual) (up to 5)		\$2,900	
	Pop Ups - 2 Days		\$3,180	
	Project management/admin		\$2,000	
	Optional			\$1,344
	Optional - Community Meeting onsite - Ordinance		\$672	
	Optional - Community Meeting onsite- UFMP		\$672	
Total (without options)				\$165,534
6	New and modified scope	991		\$92,500
	i-Tree Eco Sample Plot Collection	852	\$77,490	
	Mailings/Notifications	52	\$5,555	
	i-Tree Eco Resource Analysis/Report - wetlands and private parcels (2 distinctions)	79	\$7,975	
	Tree planting pop ups (2) (consecutive to Farmers Market, Fri/Sat)	8	\$1,480	
Total (including all options)				\$268,664

Personnel Billing Rates/Hours

Name	Team Position	Billing Rate (\$/hr)	Expected Hours
Emily Spillett	NorCal Area Manager	\$135.00	16
Tina McKeand	Sr. Project Manager	\$125.00	166
Elizabeth Lanham	Project Manager	\$95.00	40
Will Ayersman	GIS Project Manager	\$125.00	12
Allison Serafin Steere	Sr. Associate Consultant	\$95.00	300
Holly Knox	Inventory Field Software Support Coordinator	\$95.00	23
Rachel Sitz	Associate Consultant, Entomology/ Plant Pathology	\$95.00	270
Dan Jackman	Inventory Arborist	\$85.00	174
Brenda Wong	Inventory Arborist	\$85.00	142
GIS Analysts	GIS Technician and Senior Geospatial Analyst	\$45.00	430



SECTION 5:



Appendix

APPENDIX 1: ATTRIBUTES FOR TREE INVENTORY

Attributes for the City of Watsonville CAL FIRE funded Tree Inventory

The following attributes will be collected for the City of Watsonville by DRG. They adhere with CAL FIRE Urban & Community Forestry 19/20 California Climate Investment Grant Guidelines

- **Mapping coordinate.** X and Y coordinate locations (latitude and longitude). Each tree and planting site will be located using GIS and/or GPS equipment.
- **Block side.** The location of each street tree and planting site so that they can easily be identified for future work. Street trees and planting sites will be located using a street name, side of lot, tree number, and block side information (on street, from street, and to street).
- **Location.** The tree's physical location in relation to public Right of Way and/or public space will be recorded.
- **Species.** Trees will be identified by *genus* and *species*, and by common name.
- **Diameter.** Tree trunk diameter will be recorded. This should be to the nearest 1-inch.
- **Stems.** The number of stems a tree has will be recorded.
- **Condition.** In general, the condition of each tree will be recorded in one of the following categories adapted from the rating system established by the International Society of Arboriculture:

Excellent	100%
Very Good	90%
Good	80%
Fair	60%
Poor	40%
Critical	20%
Dead	0%

- **Maintenance need.** The following maintenance categories (*or similar approved by CAL FIRE prior to collection*) will be collected:
 1. **Priority 1 Removal.** Trees designated for removal have defects that cannot be cost-effectively or practically treated. Most of the trees in this category will have a large percentage of dead crown, and pose an elevated level of risk for failure. Any hazards that could be potential dangers to persons or property and seen as potential liabilities would be in this category. Large dead and dying trees that are high liability risks are included in this category. These trees are the first ones that should be removed.

2. **Priority 2 Removal.** Trees that should be removed but do not pose a liability as great as the first-priority will be identified here. This category would need attention as soon as "Priority One" trees are removed.
 3. **Priority 3 Removal.** Trees that should be removed, but that pose minimal liability to persons or property, will be identified in this category.
 4. **Priority 1 Prune.** Trees that require priority one pruning are recommended for trimming to remove hazardous deadwood, hangers, or broken branches. These trees have broken or hanging limbs, hazardous deadwood, and dead, dying, or diseased limbs or leaders greater than four inches in diameter.
 5. **Priority 2 Prune.** These trees have dead, dying, diseased, or weakened branches between two and four inches in diameter and are potential safety hazards.
 6. **Large Tree Routine Prune.** These trees require routine horticultural pruning to correct structural problems or growth patterns, which would eventually obstruct traffic or interfere with utility wires or buildings. Trees in this category are large enough to require bucket truck access or manual climbing.
 7. **Small Tree Routine Prune.** These trees require routine horticultural pruning to correct structural problems or growth patterns, which would eventually obstruct traffic or interfere with utility wires or buildings. These trees are small growing, mature trees that can be evaluated and pruned from the ground.
 8. **Training Prune.** Young, large-growing trees that are still small must be pruned to correct or eliminate weak, interfering, or objectionable branches to minimize future maintenance requirements. These trees, up to 20 feet in height, can be worked with a pole-pruner by a person standing on the ground.
 9. **Stump Removal.** This category indicates a stump that should be removed.
 10. **Plant Tree.** During the inventory, vacant planting sites will be identified by street and address. The size of the site is designated as small, medium, or large (indicating the ultimate size that the tree will attain), depending on the growing space available and the presence of overhead wires.
- **Clearance Required.** Trees, which are causing or may cause visibility or clearance difficulties for pedestrians or vehicles, will be identified, as well as those trees blocking clear visibility of signs or traffic signals.
 - **Hardscape Damage.** Damage to sidewalks and curbs by tree roots are noted. Notes on potential fixes for the problem are encouraged (redesign options etc....)
 - **Overhead Utilities.** The inventory indicates whether overhead conductors or other utilities are present at the tree site that could result in conflicts with the tree.
 - **Grow space.** The area within the growing space is categorized as:

T	Tree Lawn
W	Well/Pit
M	Median
P	Raised Planter
O	Open/Unrestricted
I	Island
U	Unmaintained Area

Space Size. The narrowest dimension of the Grow Space, in feet. (I.e., 3'x3' cut-out, 4' parkway strip, open parkland, etc.).

Notes. Additional information regarding disease, insect, mechanical damage, etc. can be included in this field.

- **Space Size.** The narrowest dimension of the Grow Space, in feet. (I.e., 3'x3' cut-out, 4' parkway strip, open parkland, etc.).
- **Notes.** Additional information regarding disease, insect, mechanical damage, etc. can be included in this field.

APPENDIX 2: DRG UTC PROJECTS 2015-2020

Project Location	Project Type	Square Miles	Change Analysis (CA), Socio-Economics (SE), Tree Canopy Metrics (M), Ecosystem Benefits (EB), Priority Planting Analysis (PP)	Year
Puget Sound UGA, WA (77 Communities)	UTC Mapping/Analysis	769	SE, M, PP	2020
Syracuse, IN	UTC Mapping/Analysis	2	M, EB, PP	2020
Sturgis, MI	UTC Mapping/Analysis	6	M, EB, PP	2020
Middlebury, IN	UTC Mapping/Analysis	5	M, EB, PP	2020
Colwater, MI	UTC Mapping/Analysis	9	M, EB, PP	2020
Buchanan, MI	UTC Mapping/Analysis	3	M, EB, PP	2020
Angola, IN	UTC Mapping/Analysis	6	M, EB, PP	2020
Corinth, MS	UTC Mapping/Analysis/Hyperspectral	30	M, EB, PP	2019
Florence, AL	UTC Mapping/Analysis/Hyperspectral	27	M, EB, PP	2019
Gasden, AL	UTC Mapping/Analysis/Hyperspectral	38	M, EB, PP	2019
Olive Branch, MS	UTC Mapping/Analysis/Hyperspectral	37	M, EB, PP	2019
Scottsboro, AL	UTC Mapping/Analysis/Hyperspectral	57	M, EB, PP	2019
Tupelo, MS	UTC Mapping/Analysis/Hyperspectral	51	M, EB, PP	2019
Yuba City, CA	UTC Mapping/Analysis/Master Plan	15	M, EB, PP	2019
Somerville, MA	UTC Mapping/Analysis	4	M, EB, PP	2019
Oakland, CA	UTC Mapping/Analysis/Master Plan	78	M, EB, PP	2019
Miami Beach, FL	UTC Mapping/Analysis/Master Plan	8	M, EB, PP	2019
Lancaster, PA	UTC Mapping/Analysis	7	M, EB, PP	2019
Garden Grove, CA	UTC Mapping/Analysis/Master Plan	18	M, EB, PP	2019
Asheville, NC	UTC Mapping/Analysis	46	CA, M, EB	2019
Akron, OH	UTC Mapping/Analysis	62	CA, SE, M, EB, PP	2019
Kansas City, MO	UTC Mapping/Analysis/Master Plan	319	M, EB, PP	2018
Traverse City, MI	UTC Mapping/Analysis	7	M, EB, PP	2018
Oklahoma City, OK	UTC Mapping/Analysis	540	M, EB, PP	2018
Merced, CA	UTC Mapping/Analysis/Master Plan	23	M, EB, PP	2018
Anchorage, AK	UTC Mapping/Analysis	105	CA, M	2018
Tracy, CA	UTC Mapping/Analysis/Master Plan	23	SE, M, EB, PP	2018
South San Francisco, CA	UTC Mapping/Analysis/Master Plan	10	M, EB, PP	2018
Sammamish, WA	UTC Mapping/Analysis/Master Plan	19	CA, SE, M, EB, PP	2018
Tallahassee, FL	UTC Mapping/Analysis/Master Plan	103	CA, SE, M, EB, PP	2017
St. Clair County, IL	UTC Mapping/Analysis	674	M, EB, PP	2017
Madison County, IL	UTC Mapping/Analysis	741	M, EB, PP	2017
Arlington County, VA	UTC Mapping/Analysis	26	CA, M, EB	2017
Bellaire, MI	UTC Mapping/Analysis	2	M, EB, PP	2017

Elk Rapids, MI	UTC Mapping/Analysis	2	M, EB, PP	2017
Kalakaska, MI	UTC Mapping/Analysis	3	M, EB, PP	2017
Kingsley, MI	UTC Mapping/Analysis	1	M, EB, PP	2017
Northport, MI	UTC Mapping/Analysis	2	M, EB, PP	2017
Columbia, MO	UTC Mapping/Analysis/Master Plan	64	CA, SE, M, EB, PP	2017
Edmonds, WA	UTC Mapping/Analysis/Master Plan	18	CA, SE, M, EB, PP	2017
Patterson, CA	UTC Mapping/Analysis/Master Plan	6	M, EB, PP	2017
East Lansing, MI	UTC Mapping/Analysis	14	M, EB, PP	2017
Sacramento, CA	UTC Mapping/Analysis/Master Plan	100	CA, SE, M, EB, PP	2017
Columbia City, IN	UTC Mapping/Analysis	6	M, EB, PP	2017
Lawrenceburg, IN	UTC Mapping/Analysis	6	M, EB, PP	2017
Woodland, CA	UTC Mapping/Analysis/Master Plan	16	CA, SE, M, EB, PP	2017
Ferrysburg, MI	UTC Mapping/Analysis	4	M, EB, PP	2017
Grandville, MI	UTC Mapping/Analysis	8	M, EB, PP	2017
Hudsonville, MI	UTC Mapping/Analysis	4	M, EB, PP	2017
Sparta, MI	UTC Mapping/Analysis	2	M, EB, PP	2017
Tulsa County, OK	UTC Mapping/Analysis/Master Plan	587	CA, SE, M, EB, PP	2016
Golden, CO	UTC Mapping/Analysis	10	M, EB, PP	2016
Plano, TX	UTC Mapping/Analysis/Master Plan	72	M, EB, PP	2016
Atwater, CA	UTC Mapping/Analysis/Master Plan	7	M, EB, PP	2016
Ferndale, MI	UTC Mapping/Analysis	4	M, EB, PP	2016
Kendallville, IN	UTC Mapping/Analysis	7	M, EB, PP	2016
Greensboro, MD	UTC Mapping/Analysis/Master Plan	2	CA, M, EB, PP	2016
Citrus Heights, CA	UTC Mapping/Analysis/Master Plan	15	M, EB, PP	2015
Largo, FL	UTC Mapping/Analysis/Master Plan	20	, M, EB, PP	2015
Pacific Grove, CA	UTC Mapping/Analysis/Master Plan	4	CA, M, EB, PP	2015
Oakland, CA	UTC Mapping/Analysis	78	SE, M, EB, PP	2015
Au Gres, MI	UTC Mapping/Analysis	2	M, EB, PP	2015
Standish, MI	UTC Mapping/Analysis	2	M, EB, PP	2015

APPENDIX 3: DRG'S LIMITED WARRANTY

The Davey Tree Expert Company, its divisions, agents, representatives, operations, and subsidiaries (collectively “Davey”) provides this Limited Warranty as a condition of providing the services outlined in the agreement between the parties, including any bids, orders, contracts, or understandings between the parties (collectively the “Services”).

Davey provides the Services utilizing applicable standard industry practices and based on the facts and conditions known at the point in time the Services are performed. Facts and conditions related to the subject of the Services may change over time. Davey cannot predict or determine developments concerning the subject of the Services and will not be liable for any developments, changes, or conditions that occur, including, but not limited to, decay or damage by the elements, persons or implements, insect infestation, deterioration, conditions not discoverable using the means and methods used to perform the Services, or acts of God or nature or otherwise. If a visual inspection is utilized, visual inspection does not include aerial or subterranean inspection, testing, or analysis. Davey will not be liable for the discovery or identification of non-visually observable, latent, dormant, or hidden conditions or hazards, and does not guarantee that items will be healthy or safe under all circumstances or for a specified period of time, or that remedial treatments will remedy a defect or condition.

Davey may have reviewed publicly available or other third-party records or conducted interviews, and has assumed the genuineness of such documents and statements. Davey disclaims any liability for errors, omissions, or inaccuracies resulting from or contained in any information obtained from any third-party or publicly available source.

To the extent permitted by law, Davey does not make and expressly disclaims any warranties or representations of any kind, express or implied, with respect to completeness, accuracy, or current nature of the information contained in the Services or the reports or findings resulting therefrom beyond that expressly contracted for by Davey in the agreements between the parties, including but not limited to, performing diagnosis or identifying hazards or conditions not within the scope of the Services or not readily discoverable using applicable standard industry practices. Davey disclaims any warranty of fitness for any particular purpose. Davey's warranty is limited to one year from the date Services are performed. Davey's liability for any claim, damage, or loss, whether direct, indirect, special, consequential, or otherwise, caused by or related to the Services shall be limited to the Services expressly contracted to be performed by Davey.

APPENDIX 4: INSURANCE EXAMPLE



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
08/27/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh USA Inc. 200 Public Square, Suite 3760 Cleveland, OH 44114-1824 Attn: Cleveland.CertRequest@marsh.com		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL: ADDRESS:	
RESOU Klucza		INSURER(S) AFFORDING COVERAGE INSURER A : Old Republic Insurance Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	
INSURED Davey Resource Group, Inc. 295 S. Water Street, Suite 300 Kent, OH 44240		NAIC # 24147	

COVERAGES		CERTIFICATE NUMBER:		CLE-006543312-04		REVISION NUMBER: 11	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		MWZY 314042 20	09/01/2020	09/01/2021	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000	
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NOT-OWNED AUTOS ONLY		MWTB 314041 20	09/01/2020	09/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N <input type="checkbox"/> A	MWC 314040 20 (AOS)	09/01/2020	09/01/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 5,000,000 E.L. DISEASE - EA EMPLOYEE \$ 5,000,000 E.L. DISEASE - POLICY LIMIT \$ 5,000,000	
A	EXCESS WORKERS COMPENSATION		MWXS 314043 20 (CA, OH, PA, NC, WA) EXCESS OF \$5,000,000 SIR	09/01/2020	09/01/2021	WORKERS COMPENSATION STATUTORY EMPLOYERS LIABILITY 1,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Coverage

CERTIFICATE HOLDER

*Davey Resource Group, Inc.
295 S. Water Street, Suite 300
Kent, OH 44240

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
of Marsh USA Inc.

Manashi Mukherjee

Manashi Mukherjee

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ACORD 25 (2016/03)

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AGENCY CUSTOMER ID: CN101565730
LOC #: Cleveland



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Marsh USA Inc.		NAMED INSURED Davey Resource Group, Inc. 295 S. Water Street, Suite 300 Kent, OH 44240
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Workers Compensation does not apply in MN. Coverage is obtained from Workers Compensation reinsurance association (W.C.R.A.) as required by the state. Minnesota Employers Liability is covered by policy number MWC 314040 20.

EXHIBIT “B”

SCHEDULE OF PERFORMANCE

Services shall commence within fourteen (14) days after execution of this Contract. All services performed under the provisions of this Contract shall be completed in accordance with the following schedule:

Task by Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Kick Off Meeting (virtual)																		
Project meetings (monthly) (up to 18)																		
Tree Inventory																		
5-class land cover assessment																		
Metrics, including ROW canopy and wetlands																		
Eco Benefits																		
Stormwater																		
Social equity and resilience factors																		
Heat Island Analysis																		
Priority Planting Plan																		
Street planting priority																		
Canopy Health Analysis																		
TK Canopy																		
Tree Canopy Assessment Report																		
i-Tree Eco Resource Analysis/Report																		
Project Management/admin																		
<i>Optional - Storymap</i>																		
Urban Forest Master Plan Development																		
Background/Doc Review																		
Stakeholder interviews																		
Project webpage																		
Online surveys																		
Community meetings/Pop ups																		
Tree Preservation Ordinance (TPO) - Draft 1																		
TPO Final																		
Tree Species List (comprehensive)																		
UFMP - Draft 1 (95%, unformatted)																		
UFMP - Draft 2 (99%, formatted)																		
UFMP - Final																		
Council Presentation (virtual) (1)																		

EXHIBIT "C"

COMPENSATION

a. Total Compensation. The total obligation of City under this Contract shall not exceed \$268,664.00.

b. Basis for Payment. Payment(s) to Consultant for services performed under this Contract shall be made as follows and shall not include payment for reimbursable expenses:

Cost Task and Total Cost

	Task	Hours	Task Budget	Total Budget
1	Inventory 6,000 City trees (14 days of collection)	362		\$35,009
	Project Kick Off and Collection Software Development	46	\$3,790	
	Inventory	290	\$29,119	
	Quality Control and Data Delivery	26	\$2,100	
2	Tree Canopy Analysis	589		\$43,635
	5-class land cover assessment		\$4,530	
	Metrics, including ROW canopy and wetlands		\$1,765	
	Eco Benefits		\$1,585	
	Stormwater		\$1,765	
	Social equity and resilience factors		\$3,353	
	Heat Island Analysis		\$3,235	
	Priority Planting Index		\$3,355	
	Street planting priority		\$588	
	Canopy Health Analysis		\$1,473	
	Report Maps		\$1,765	
	TK Canopy (includes build and 1st year support)		\$6,471	
	Tree Canopy Assessment Report		\$5,700	
	i-Tree Eco Resource Analysis/Report - city-managed trees		\$6,050	
	Project Management/admin		\$2,000	
	Optional			\$8,993
	Optional - TK Canopy Training (2 hrs)		\$588	
	Optional - Storymap		\$8,405	
3	Tree Preservation Ordinance	84		\$8,580.00
	Draft 1 TPO		\$6,060	
	TPO Final		\$2,520	

4	Urban Forest Master (Management) Plan (UFMP)	536		\$52,570
	Kick Off Meeting (virtual)		\$1,640	
	Background/Doc Review (policies, regulations, plans)		\$7,600	
	Internal/Managing Stakeholder Interviews (virtual) (up to 10)		\$4,660	
	Project meetings (monthly) (up to 18)		\$7,380	
	Tree Species List (comprehensive)		\$3,800	
	UFMP - Draft 1 (95%, unformatted)		\$12,500	
	UFMP - Draft 2 (99%, formatted)		\$5,800	
	UFMP - Final		\$3,280	
	Design and Layout		\$3,150	
	Project management/admin		\$1,000	
	Council Presentation (virtual) (1)		\$1,760	
	Optional			\$293
	Optional - onsite Council Presentation		\$293	
5	Community Outreach and Engagement	208		\$25,740
	Project Landing Page (webpage) - 18 months		\$3,800	
	Publicinput.com - 18 months		\$5,020	
	Online Survey (2) (English/Spanish)		\$3,800	
	Community Meetings - virtual/interactive and recorded for webpage		-	
	1 - Tree Protection Ordinance (2 staff)		\$2,520	
	1 - 50 year UFMP (2 staff)		\$2,520	
	External Stakeholder Interviews (virtual) (up to 5)		\$2,900	
	Pop Ups - 2 Days		\$3,180	
	Project management/admin		\$2,000	
	Optional			\$1,344
	Optional - Community Meeting onsite - Ordinance		\$672	
	Optional - Community Meeting onsite- UFMP		\$672	
Total (without options)				\$165,534
6	New and modified scope	991		\$92,500
	i-Tree Eco Sample Plot Collection	852	\$77,490	
	Mailings/Notifications	52	\$5,555	
	i-Tree Eco Resource Analysis/Report - wetlands and private parcels (2 distinctions)	79	\$7,975	
	Tree planting pop ups (2) (consecutive to Farmers Market, Fri/Sat)	8	\$1,480	
Total (including all options)				\$268,664

Name	Team Position	Billing Rate (\$/hr)	Expected Hours
Emily Spillett	NorCal Area Manager	\$135.00	16
Tina McKeand	Sr. Project Manager	\$125.00	166
Elizabeth Lanham	Project Manager	\$95.00	40
Will Ayersman	GIS Project Manager	\$125.00	12
Allison Serafin Steere	Sr. Associate Consultant	\$95.00	300
Holly Knox	Inventory Field Software Support Coordinator	\$95.00	23
Rachel Sitz	Associate Consultant, Entomology/ Plant Pathology	\$95.00	270
Dan Jackman	Inventory Arborist	\$85.00	174
Brenda Wong	Inventory Arborist	\$85.00	142
GIS Analysts	GIS Technician and Senior Geospatial Analyst	\$45.00	430

c. **Payment Request.** Consultant shall submit a request for payment for services on a monthly basis by letter to Director, or said Director's designated representative. Such request for payment shall cover the preceding monthly period during the term hereof, shall note the City's purchase order number for this Contract, shall contain a detailed listing of the total number of items or tasks or hours for which payment is requested, the individual dates on which such services were rendered, and invoices for reimbursable expenses, if any. Upon receipt in the Office of Director of said payment request, Director shall cause payment to be initiated to Consultant for appropriate compensation.



Agenda Report

MEETING DATE: Tuesday, May 11, 2021

TO: City Council

FROM: PARKS & COMMUNITY SERVICES DIRECTOR CALUBAQUIB
BEN HEISTEIN, ASSISTANT PARKS AND COMMUNITY
SERVICES DIRECTOR

SUBJECT: RESOLUTION ENTERING INTO AGREEMENT WITH
WATSONVILLE WETLANDS WATCH IN THE AMOUNT OF
\$349,800 FOR URBAN FORESTRY SERVICES FOR THE
WATSONVILLE COMMUNITY FORESTRY PROJECT

STATEMENT OF ISSUES:

Watsonville Wetlands Watch is a non-profit corporation and grant partner for the Watsonville Community Forestry Project, funded by CAL FIRE. This agreement would allow Watsonville Wetlands Watch to support the City with Tree Planting, Urban Forest Management Plan Development, and Grant Administration/Reporting to meet grant project objectives.

RECOMMENDED ACTION:

Staff recommends that the City Council adopt a Resolution that:

1. Authorizes the City Manager to execute all necessary agreements between the City and Watsonville Wetlands Watch to carry out grant objectives for the Watsonville Community Forestry Project, and
2. Appropriates \$349,800 from the Special Grants fund (0260) for the project.

DISCUSSION:

The City Council authorized the application for CAL FIRE Urban Forestry Program grant funds on April 14, 2020, by Resolution No. 46-20 (CM). Following the application, the City was awarded a \$700,000 grant from The CAL FIRE Urban & Community Forestry Program in August 2020.

The program's goals are to optimize the benefits of trees and related vegetation through multiple objective projects as specified in the California Urban Forestry Act of 1978 (Public Resources Code §§ 4799.06-4799.12). This grant program uses funds provided by Greenhouse Gas Reduction Fund (GGRF) for California Climate Investments (CCI) and projects that further the goals of the California Global Warming Solutions Act of 2006 (AB 32), result in a net greenhouse gas (GHG) benefit, and provide environmental services and cost-effective solutions to the needs of urban communities and local agencies. Co-benefits of the projects include increased water supply, clean air and water, reduced energy use, flood

and storm water management, recreation, urban revitalization, improved public health, and producing useful products such as bio-fuel, clean energy, and high-quality wood. Projects may provide a combination of these co-benefits or other co-benefits not mentioned, or even benefits that are not yet clearly defined. Urban and Community Forestry efforts play a significant role in meeting the State's GHG emission reduction targets. Cal Fire encourages resident participation in the development and implementation of each project, although due to the size and complexity of projects, applicants are limited to local agencies and non-profit organizations.

Expansion and improved management of urban forests is greatly needed in the City of Watsonville. The City is significantly deficient in urban forest resources, with a current 7.8% canopy coverage. This severe lack of urban trees directly impacts the City's public health and well-being and the freshwater wetlands that underlie the City. Watsonville is a predominately low income community, where for example among the approximately 20,000 students in the Pajaro Valley Unified School District, over 75% qualify for free and reduced lunch and unemployment rates are the highest in Santa Cruz County. The entire City qualifies as either SB 535 or AB 1550 under the CA ARB designation, and has a combination of high pollution burden and low income. Watsonville exemplifies the type of community in California that will benefit most from urban forest development.

The City of Watsonville and Watsonville Wetlands Watch are currently collaborating on an Urban and Community Forestry grant, which will install 300 trees throughout the City's highest need areas by the end of 2021. This very successful project represents the first major collaboration in urban forest expansion and to date has supported over 1,500 youth and family volunteer hours in tree plantings and care. Both the City and Watsonville Wetlands Watch have extensive experience in regional plan development, including the City's Urban Greening Plan (2012), the Climate Action Plan (2014), as well as in the design and implementation of new ordinances.

Watsonville Community Forestry Grant Project

The proposed Watsonville Community Forest Grant Project represents a second phase of urban forestry revitalization and expansion efforts based on a collaborative partnership between the City of Watsonville and Watsonville Wetlands Watch. The proposed project will build off the success of prior work while addressing the lack of tree protection policies and an urban forest management plan needed to develop and sustain public and environmental benefits. This project will also pilot new neighborhood tree planting events and community engagement strategies important to urban forest expansion in Watsonville.

The proposed project will develop and implement comprehensive urban forest management activities designed to evaluate current urban forest resources, identify locations, opportunities, and needs for urban forest expansion activities, develop appropriate policies to sustain and enhance urban forest resources within the City of Watsonville over time, and implement urban forest expansion activities in a way that advances these efforts.

Specific project objectives include:

1. Develop an urban forest inventory for the City of Watsonville;
2. Develop an urban forest management plan, per CalFire guidelines;
3. Develop project designs and plans for at least 30 future street, neighborhood, and school tree plantings that can be implemented following the urban forest management plan creation;
4. Develop a City of Watsonville tree preservation ordinance;
5. Complete a resident survey to support the urban forest management plan and ordinance development;
6. Establish a tree canopy cover goal for the City;
7. In partnership with Watsonville Wetlands Watch, install 260 trees on City streets, parks, and neighborhoods during 20 public and local student education and outreach events that will also include surveying of residents;
8. In partnership with Watsonville Wetlands Watch, pilot resident neighborhood tree planting events and an adopt-a-tree tree stewardship program to engage City residents in urban forest stewardship and foster public interest and appreciation for urban forest expansion.

Through this agreement, Watsonville Wetlands Watch will support the City in meeting objectives 7 and 8 along with supporting development of the Urban Forest Management Plan (UFMP) (Objective 2) and design of future street, neighborhood, and school tree plantings (Objective 3). Additionally, they will provide grant administration and reporting services. Watsonville Wetlands Watch was selected for this project because it is uniquely positioned to support long-term Watsonville urban forest expansion and stewardship and has a demonstrated commitment to community-based non-profit environmental education and stewardship in the community.

STRATEGIC PLAN:

This project meets the Council Strategic Priorities of 03-Infrastructure & Environment through tree planting and long-term planning to improve the environment and 05-Community Engagement & Well-Being, through engaging the community in the development of the UFMP and participation in tree plantings throughout the City.

FINANCIAL IMPACT:

This agreement in the amount of \$349,800 will be funded entirely by the CAL-FIRE Urban Forestry Grant (337) Project #10070.

ALTERNATIVE ACTION:

The City Council may choose not to award this agreement.

ATTACHMENTS AND/OR REFERENCES (If any):

None.

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

P.O. Box 944246
SACRAMENTO, CA 94244-2460
(916) 653-7772
Website: www.fire.ca.gov



August 6, 2020

Ben Heistein
City of Watsonville
250 Main St.,
Watsonville, California 95076

8GG19401: City of Watsonville, "Watsonville Community Forestry Project"

Please contact James Scheid at (415) 265-9059 if you have questions concerning services to be performed.

1. ☐ Full grant agreement including terms and conditions, budget, and other exhibits enclosed. Print (single sided) and return two (2) sets of agreements with original signatures in blue ink. Please return the agreements to be received by CAL FIRE no later than **July 17, 2020**.

Return all originals and requested documents for further processing to:

Please send the originals to the following address:

CAL FIRE
Attn: Grants Management Unit/CCI – Urban Forestry
P.O. Box 944246
Sacramento, CA 94244-2460

You may send originals via overnight mail service to the following physical address:

CAL FIRE
Grants Management Unit
Attn: Vincent Tran
710 Riverpoint Ct.
West Sacramento, CA 95691

Alternatively, you may opt to sign and scan the agreement back to your grant analyst in lieu of mailing it in. Additionally, the use of an electronic signature will be considered acceptable at this time and is strongly encouraged.

2. ☐ Please initial change(s) made on all copies of the agreement on page(s) as marked.
3. ☒ Enclosed for your record is one fully executed copy of the agreement referenced above.

Thank you,

Vincent Tran
Grants Analyst
Grants Management Unit

CC: James Scheid
John Melvin
Tiffany Kelly

Enclosures

State of California
Dept. of Forestry and Fire Protection (CAL FIRE)
Resource Management
GRANT AGREEMENT

APPLICANT: City of Watsonville
PROJECT TITLE: Watsonville Community Forestry Project
GRANT AGREEMENT: 8GG19401

PROJECT PERFORMANCE PERIOD IS from Upon Approval through March 30, 2024.

Under the terms and conditions of this Grant Agreement, the applicant agrees to complete the project as described in the project description, and the State of California, acting through the Dept. of Forestry & Fire Protection, agrees to fund the project up the total state grant amount indicated.

PROJECT DESCRIPTION: The proposed project will develop a comprehensive urban forest management plan designed to evaluate current urban forest resources, identify locations, opportunities, and needs for urban forest expansion, and develop appropriate policies needed to sustain and enhance urban forest resources within the City of Watsonville over time. Concurrent with this work, 260 trees will be planted on public streets and within the public right-of-way in neighborhoods and private property to improve tree canopy cover and increase public education and awareness of the benefits of this work.

Total State Grant not to exceed \$ 700,000.00 (or project costs, whichever is less)

**The Special and General Provisions attached are made a part of and incorporated into this Grant Agreement.*

City of Watsonville

STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY
AND FIRE PROTECTION

Applicant

By 
Signature of Authorized Representative

Title Matthew Huffaker, City Manager

Date _____

By Helge Eng

Title: Helge Eng
Deputy Director, Resource Management

Date 8/3/2020

CERTIFICATION OF FUNDING

AMOUNT OF ESTIMATE FUNDING \$ 700,000.00	GRANT AGREEMENT NUMBER 8GG19401		PO ID		
ADJ. INCREASING ENCUMBRANCE \$	SUPPLIER ID				
ADJ. DECREASING ENCUMBRANCE \$	PROJECT ID		ACTIVITY ID		
UNENCUMBERED BALANCE \$ 700,000.00	GL UNIT 3540	BUD REF 001 905 ✓	FUND 3228	ENY 2019	
REPORTING STRUCTURE 35409503	SERVICE LOC 96209	ACCOUNT 5340580	ALT ACC 534080000		

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.

8/4/2020

SIGNATURE OF CAL FIRE ACCOUNTING OFFICER

DATE

TERMS AND CONDITIONS OF GRANT AGREEMENT

I. RECITALS

1. This Agreement, is entered into between the State of California, by and through the California Department of Forestry and Fire Protection (CAL FIRE), hereinafter referred to as "STATE" and City of Watsonville, hereinafter referred to as "GRANTEE".
2. The STATE hereby grants to GRANTEE a sum (hereinafter referred to as "GRANT FUNDS") not to exceed seven hundred thousand dollars (**\$700,000.00**).
3. In addition to the terms and conditions of this Agreement, the STATE and GRANTEE agree that the terms and conditions contained in the documents set forth below are hereby incorporated and made part of this agreement.
 - a. Department of Forestry and Fire Protection (CAL FIRE) Greenhouse Gas Reduction Fund Grants Urban and Community Forestry Grants Procedural Guide 2019/20
 - b. California Air Resources Board Greenhouse Gas Quantification Methodology for the Department of Forestry and Fire Protection (CAL FIRE) Urban and Community Forestry Program
 - c. The submitted Application, Scope of Work, Budget Detail, GHG Emissions Reduction Methodology and Exhibits
 - d. Addendum for California Climate Investments (CCI) Grant Projects

II. SPECIAL PROVISIONS

1. Recipients of GRANT FUNDS pursuant to California Public Resources Code Section 4799.06-4799.12 shall abide by the provisions in this Agreement. This includes the requirement that work shall not commence prior to the execution of this Agreement by both parties. Any work started prior to the execution of this Agreement will not be eligible for funding under the terms of this Agreement.
2. As precedent to the State's obligation to provide funding, GRANTEE shall provide to the STATE for review and approval a detailed budget, specifications, and project description. Approval by the STATE of such plans and specifications, or any other approvals provided for in this Agreement, shall be for scope and quality of work, and shall not relieve GRANTEE of the obligation to carry out any other obligations required by this Agreement, in accordance with applicable law or any other standards ordinarily applied to such work or activity.

3. All informational products (e.g., data, studies, findings, management plans, manuals, photos, etc.) relating to California's natural environment produced with the use of GRANT FUNDS shall be available for public use.

III. GENERAL PROVISIONS

1. Definitions

- a. The term "Agreement" means grant agreement number 8GG19401.
- b. The term "GRANT FUNDS" means the money provided by the STATE to the GRANTEE in this Agreement.
- c. The term "GRANTEE" means an applicant who has a signed Agreement for the award for GRANT FUNDS.
- d. The term "Other Sources of Funds" means all matching fund sources that are required or used to complete the Project beyond the GRANT FUNDS provided by this Agreement.
- e. The term "STATE" means the State of California, Department of Forestry and Fire Protection (CAL FIRE).
- f. The term "Project" means the development or other activity described in the "Project Scope of Work".
- g. The term "Project Budget Detail" as used herein defines the approved budget plan.
- h. The term "Project Scope of Work" as used herein means the individual scope of work describing in detail the approved tasks.

2. Project Representatives

The project representatives during the term of the agreement will be:

STATE: CAL FIRE	GRANTEE: City of Watsonville
Section/Unit: Urban and Community Forestry	Section/Unit:
Attention: James Scheid	Attention: Ben Heistein
Mailing Address: 2840 Mt. Danaher Rd. Camino , CA 95709	Mailing Address: 250 Main St. Watsonville, California 95076
Phone Number: (415) 265-9059	Phone Number: 831-768-3150
Email Address: James.Scheid@fire.ca.gov	Email Address: benjamin.heistein@cityofwatsonville.org

Changes to the project representatives during the term of the agreement shall be made in writing. Notice shall be sent to the above representative for all notice provisions of this Agreement.

3. Project Execution

- a. Subject to the availability of grant monies, the STATE hereby grants to the GRANTEE a sum of money (GRANT FUNDS) not to exceed the amount stated on Section I. RECITALS, Paragraph 2 in consideration of and on condition that the sum be expended in carrying out the purposes as set forth in the description of the Project in this Agreement and its attachments and under the terms and conditions set forth in this Agreement.
- b. GRANTEE shall assume any obligation to furnish any additional funds that may be necessary to complete the Project. Any amendment to the Project as set forth in the Application on file with the STATE must be submitted to the STATE for approval in writing. No amendment is allowed until written approval is given by the STATE.
- c. GRANTEE shall complete the Project in accordance with the time of Project performance set forth in this Agreement, unless an amendment has been approved and signed by the STATE under the terms and conditions of this Agreement. Amendments must be requested in

advance and will be considered in the event of circumstances beyond the control of the GRANTEE, but in no event less than 90 days from the Agreement expiration date and in no event less than 60 days before the effective date of the amendment. Approval of amendment is at the STATE's discretion.

- d. GRANTEE certifies that the Project Scope of Work complies with all local, State, and federal laws and regulations.
- e. GRANTEE shall comply with the California Environmental Quality Act (CEQA) (Public Resources Code, Section 21000, et. seq. Title 14, California Code of Regulations, Section 15000 et. seq.) and all other local, State, and federal environmental laws. A copy of the certified CEQA document must be provided to STATE before any GRANT FUNDS are made available for any Project activity that could directly impact the environment (e.g. cutting, piling or burning bush, masticating, dozer work, etc.). CEQA compliance shall be completed within one (1) year from start date of the Agreement. The start date is considered the date the last party signs the Agreement. GRANT FUNDS will be made available in advance of CEQA compliance for project activities that do not have the potential to cause a direct environmental impact (e.g. project planning, locating and marking property or project boundaries, contacting and signing up landowners, etc.).
- f. GRANTEE shall permit periodic site visits by representative(s) of the STATE to ensure program compliance and that work is in accordance with the approved Project Scope of Work, including a final inspection upon Project completion.
- g. GRANTEE, and the agents and employees of GRANTEE, in the performance of this Agreement, shall act in an independent capacity and not as officers, employees, or agents, of the STATE.

4. Project Costs and Payment Documentation

- a. Payment by the STATE shall be made after receipt of an acceptable invoice and approval by a duly authorized representative of the STATE. GRANTEE shall submit an invoice for payment to the CAL FIRE Project Representative of the STATE. A final invoice shall be submitted no later than 30 days after completion, expiration, or termination of this Agreement.
- b. For services satisfactorily rendered, and upon receipt and approval of invoices for payment, the STATE agrees to compensate GRANTEE for actual expenditures incurred in accordance with the rates specified herein,

which is attached hereto, as Final Project Budget, and made a part of this Agreement.

- c. Equipment purchased using GRANT FUNDS, wholly or in part, must be used by the GRANTEE for the project which it was acquired. STATE retains a vested interest in the equipment for the useful life of the equipment, even after completion of the grant. GRANTEE shall provide written disposition of the equipment upon completion of the grant and upon any changes to the disposition of the equipment. Such disposition must be approved in advance by STATE. Equipment purchased using GRANT FUNDS cannot be used as collateral, financed, or sold without prior written approval from the STATE.
- d. GRANTEE shall submit, in arrears, not more frequently than once a month, and no less than quarterly, an invoice to the STATE for costs paid by GRANTEE pursuant to this Agreement. Each invoice shall contain the following information: the Agreement number, the dates or time period during which the invoiced costs were incurred, expenditures for the current invoice and cumulative expenditures to date by major budget category (e.g., salaries, benefits, supplies, etc.), appropriate supporting documentation, project progress reports, and the signature of an authorized representative of GRANTEE as detailed in the Invoice Guidelines of the California Department of Forestry and Fire Protection 2019/20 California Climate Investments Urban and Community Forestry Program Grant Guidelines.
- e. GRANT FUNDS in this Agreement have a limited period in which they must be expended. All GRANTEE expenditures must occur prior to the end of the Project performance period of this Agreement.
- f. Except as otherwise provided herein, GRANTEE shall expend GRANT FUNDS in the manner described in the Project Budget Detail approved by the STATE. The dollar amount of an item in the Project Budget Detail may be increased or decreased by up to ten percent (10%) of the budget item through reallocation of funds from another item or items, without approval by the STATE; however, GRANTEE shall notify the STATE in writing in project progress reports when any such reallocation is made, and shall identify both the item(s) being increased and those being decreased. Any increase or decrease of an item of more than ten percent (10%) of the budget item must be approved in writing by the STATE before any such increase or decrease is made. A formal approved amendment is required to increase the total amount of GRANT FUNDS.
- g. GRANTEE shall promptly submit any and all records at the time and in the form as the STATE may request.

- h. GRANTEE shall submit each invoice for payment to the CAL FIRE Representative identified in Item 2. The invoice may be submitted as hard copy or electronically:

California Department of Forestry & Fire Protection
Attention: James Scheid
2840 Mt. Dana Rd.
Camino , CA 95709

- i. Notwithstanding any of the provisions stated within this Agreement, the STATE may at its discretion make advance payment from the grant awarded to the GRANTEE if GRANTEE is a nonprofit organization that is located in or providing service to disadvantaged or low-income communities. Advance payment made by the STATE shall be subject to the circumstance and provisions below.

Where hardship circumstances exist for the GRANTEE, the STATE will consider authorizing advance payments. The STATE will consider the following factors in determining whether a hardship situation exists:

- Modest reserves and potential cash flow problems of the GRANTEE including the need for advance funding in order to initiate a project. A justification for advance payment may include items such as the inability to pay for staff, supplies, administration expenses, and to secure contractors for Project work.

The following guidelines will be applied to advance payments:

- Multiple advance payments may be made to a GRANTEE over the life of a project.
- No single advance payment shall exceed 25% of the total grant amount and must be spent on eligible costs within six months of the advance payment request. GRANTEE may request additional time to spend advance funds but must be approved in writing by the STATE. The balance of unspent advance payment funds not liquidated within the six month spending period will be billed for the return of the advanced funds to the STATE. The amount will be returned to the grant balance.
- A request for advance payment must include the same level of expenditure detail and justification as a regular invoice.
- All work under a previous advance payment must be fully liquidated via an invoice and supporting documentation and completed to the

STATE's satisfaction before another advance payment will be made.

- Any advance payment received by a GRANTEE and not used for project eligible costs shall be returned to CAL FIRE.
- Advance payments must be deposited into an interest-bearing account. Any interest earned on advance payment funds must be accounted for and reported as program income used toward offsetting the project cost or returned to the STATE.

5. Budget Contingency Clause

- a. If STATE funding for any fiscal year is reduced or deleted for purposes of the Urban and Community Forestry Program California Climate Investments Grant Program, the STATE shall have the option to either cancel this Agreement with no liability occurring to the STATE, or if possible and desirable, offer an Agreement amendment to GRANTEE to reflect the reduced amount available for the Project.

6. Project Administration

- a. GRANTEE shall provide the STATE a written report showing total final Project expenditures and matching funds upon Project completion or grant expiration, whichever occurs first. GRANTEE must report to the STATE all sources of other funds for the Project. If this provision is deemed to be violated, the STATE will request an audit of GRANTEE and can delay the disbursement of funds until the matter is resolved.
- b. GRANTEE shall promptly submit written Project reports as the STATE may request throughout the term of this Agreement.
- c. GRANTEE shall submit a final accomplishment report, final invoice with associated supporting documentation, and copies of materials developed using GRANT FUNDS, including but not limited to plans, educational materials, etc. within 30 days of Project completion.

7. Financial Records

- a. GRANTEE shall retain all records described in Section 7(c) below for three (3) years after final payment by the STATE. In the case an audit occurs, all such records shall be retained for one (1) year from the date is audit is completed or the three (3) years, whichever date is later.
- b. GRANTEE shall maintain satisfactory financial accounts, documents, and records for the Project and make them available to the STATE for review

during reasonable times. This includes the right to inspect and make copies of any books, records, or reports of GRANTEE pertaining to this Agreement or matters related thereto.

- c. GRANTEE shall keep such records as the STATE shall prescribe, including, but not limited to, records which fully disclose (a) the disposition of the proceeds of state funding assistance, (b) the total cost of the Project in connection with such assistance that is given or used, (c) the amount and nature of that portion of the Project cost supplied by other sources, and (d) any other such records as will facilitate an effective audit. All records shall be made available to the STATE, other State of California agency, or other entity as determined by the State of California for auditing purposes at reasonable times.
- d. GRANTEE shall use any generally accepted accounting system.

8. Research

- a. GRANTEE that receives funding, in whole or in part, in the form of a research grant shall provide for free public access to any publication of a peer-reviewed manuscript describing STATE funded knowledge, STATE funded invention, or STATE funded technology shall be subject to the following conditions:
 - i. GRANTEE is responsible for ensuring that any publishing or copyright agreements concerning peer-reviewed manuscripts fully comply with this section
 - ii. GRANTEE shall report to STATE the final disposition of the peer-reviewed manuscript, including, but not limited to, if it was published, date of publication, where it was published, and, when the 12-month time period from official date of publication expires, where the peer-reviewed manuscript will be available for open access.
- b. For a peer-reviewed manuscript that is accepted for publication pursuant to the terms and conditions of this Agreement, the GRANTEE shall ensure that an electronic version of the peer-reviewed manuscript is available to STATE and on an appropriate publicly accessible repository approved by the state agency, including, but not limited to, the University of California's eScholarship Repository at the California Digital Library, the California State University's ScholarWorks at the Systemwide Digital Library, or PubMed Central, to be made publicly available not later than 12 months after the official date of publication. GRANTEE shall make reasonable efforts to comply with this requirement by ensuring that the peer-reviewed manuscript is accessible on an approved publicly accessible repository, including notifying the state agency that the manuscript is available on a

state-agency-approved repository. If the grantee is unable to ensure that his or her manuscript is accessible on an approved, publicly accessible repository, the grantee may comply by providing the manuscript to the state agency not later than 12 months after the official date of publication.

- c. For publications other than those described in (b), including scientific meeting abstracts, GRANTEE shall comply by providing the manuscript to the STATE not later than 12 months after the official date of publication.
- d. The grant shall not be construed to authorize use of a peer-reviewed manuscript that would constitute an infringement of copyright under the federal copyright law described in Section 101 of Title 17 of the United States Code and following.
- e. Use of GRANT FUNDS for publication costs, including fees charged by a publisher for color and page charges, or fees for digital distribution are allowable costs but must be within the GRANT FUNDS and item 4 of the agreement.
- f. GRANTEE may request a waiver to the publication requirement if GRANTEE has an existing publication requirement that meets or exceeds the requirements of the research provision. Waiver shall include information on GRANTEE's existing requirements. Approval of the waiver is at STATE's discretion.

9. Project Termination

- a. This Agreement may be terminated by the STATE or GRANTEE upon 30-days written notice to the other party.
- b. If either party terminates the Agreement prior to the completion of the Project, GRANTEE shall take all reasonable measures to prevent further costs to the STATE under the Agreement and the STATE shall be responsible for any reasonable and non-cancelable obligations incurred by GRANTEE in the performance of this Agreement prior to the date of the notice to terminate, but only up to the undisbursed balance of funding authorized in this Agreement.
- c. Failure by GRANTEE to comply with the terms of this Agreement may be cause for suspension of all obligations of the STATE hereunder at the discretion of the STATE.
- d. Failure of GRANTEE to comply with the terms of this Agreement shall not be cause for the suspension of all obligations of the STATE hereunder if in

the judgment of the STATE such failure was due to no fault of GRANTEE. At the discretion of the STATE, any amount required to settle at minimum cost any irrevocable obligations properly incurred shall be eligible for reimbursement under this Agreement.

- e. Final payment to GRANTEE may not be made until the STATE determines the Project conforms substantially to this Agreement.

10. Hold Harmless

- a. GRANTEE shall defend, indemnify and hold the STATE, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of GRANTEE, its officers, agents, or employees. The duty of GRANTEE to indemnify and hold harmless includes the duty to defend as set forth in Civil Code Section 2778. This Agreement supersedes GRANTEE's right as a public entity to indemnity (see Government Code Section 895.2) and contribution (see Government Code Section 895.6) as set forth in Government Code Section 895.4.
- b. GRANTEE waives any and all rights to any type of express or implied indemnity or right of contribution from the STATE, its officers, agents, or employees for any liability resulting from, growing out of, or in any way connected with or incident to this Agreement.
- c. Nothing in this Agreement is intended to create in the public or in any member of it rights as a third-party beneficiary under this Agreement.

11. Tort Claims

FEDERAL:

The United States shall be liable, to the extent allowed by the Federal Tort Claims Act 28 United States Code 2671-2680, for claims of personal injuries or property damage resulting from the negligent or wrongful act or omission of any employee of the United States while acting within the scope of his or her employment, arising out of this Agreement.

STATE:

The State of California shall be liable, to the extent allowed by law and subject to California Government Code, Title 1, Division 3.6, providing for the filing of tort claims against the State of California, for personal injuries or property damage

resulting from the negligent or wrongful act or omission of State of California employees while acting within the scope of his or her employment, arising out of this Agreement.

12. Nondiscrimination

The State of California prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, sex, marital status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. GRANTEE shall not discriminate against any person on any of these bases.

13. Conflict of Interest

GRANTEE or anyone acting on behalf of GRANTEE shall not have any conflicting personal and/or financial interests in carrying out the duties of the Agreement.

14. Incorporation

The grant guidelines and the Project Scope of Work, Project Budget Detail and any subsequent amendments or modifications to the Project Scope of Work and Project Budget Detail approved in writing by the STATE are hereby incorporated by reference into this Agreement as though set forth in full in this Agreement.

15. Severability

If any provision of this Agreement or the Project Scope of Work thereof is held invalid, that invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application, and to this end the provisions of this Agreement are severable.

16. Waiver

No term or provision hereof will be considered waived by either party, and no breach excused by either party, unless such waiver or consent is in writing and signed on behalf of the party against whom the waiver is asserted. No consent by either party to, or waiver of, a breach by either party, whether expressed or implied, will constitute consent to, waiver of, or excuse of any other, different, or subsequent breach by either party.

17. Assignment

This Agreement is not assignable by GRANTEE either in whole or in part.

ADDENDUM – CALIFORNIA CLIMATE INVESTMENTS (CCI) GRANT PROJECTS

I. SPECIAL PROVISIONS

1. Grant funds shall be used on projects with the primary goal of reducing greenhouse gases (GHGs) and furthering the purposes of California's Global Warming Solutions Act of 2006, Division 25.5 (commencing with Section 38500) of the Health and Safety Code, and related statutes.
2. Grant funds shall be used on projects limited to specific activities as described in CCI Grants Procedural Guides.
3. Greenhouse gas emissions must be calculated using the CARB Greenhouse Gas Quantification Methodology applicable to the grant program (<https://ww2.arb.ca.gov/resources/documents/ci-quantification-benefits-and-reporting-materials>).
4. Grantee shall report project and benefits information when requested by the State. This may include, but is not limited to, funding expended, acres treated, GHG emissions, trees planted, disadvantaged community benefits, energy/water savings, job creation, and other co-benefits.
5. Grantee shall maintain accurate and detailed records documenting project description, project location, and schedule, CCI dollars allocated, and leveraged funds throughout the duration of the project.
6. Failure of Grantee to meet the agreed upon terms of achieving required GHG reduction may result in project termination and recovery of funds.

II. MONITORING AND REPORTING REQUIREMENTS

All funds expended through CCI are subject to emissions reporting and requirements. Grantee is expected to provide the appropriate materials for completing program quantification methodology. Grantee shall use the current reporting template provided by the STATE. The reporting shall be submitted to the STATE no less frequently than quarterly. In addition, STATE may request additional information in order to meet current CARB reporting requirements. The requirements are available on the CARB CCI Quantification, Benefits and Reporting Materials webpage:

<https://ww2.arb.ca.gov/resources/documents/ci-quantification-benefits-and-reporting-materials>.

III. PROGRAM ACKNOWLEDGEMENT/RECOGNITION

1. All projects funded both fully and partially by the GGRF must clearly display, identify and label themselves as being part of the “California Climate Investments” program. The acknowledgement must contain the California Climate Investments and CAL FIRE logos as well as the following statement:

“Funding for this project provided by the California Department of Forestry and Fire Protection as part of the California Climate Investments Program.”

A draft of the acknowledgement must be approved by the STATE prior to publication. For stationary projects, acknowledgement may include, but is not limited to, a sign on the project site. For other project types, such as vehicles, equipment, and consumer-based incentives, acknowledgement is encouraged by using a decal, sticker or other signage.

Guidance on California Climate Investments logo usage, signage guidelines, and high-resolution files are contained in a style guide available at:

www.caclimateinvestments.ca.gov/logo-graphics-request.

2. In addition, all projects funded both fully and partially by GGRF must contain the following statement in public announcements or press releases on said projects:

“The Watsonville Community Forestry Project is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing GHG emissions, strengthening the economy, and improving public health and the environment– particularly in disadvantaged communities. The Cap-and-Trade program also creates a financial incentive for industries to invest in clean technologies and develop innovative ways to reduce pollution. California Climate Investments projects include affordable housing, renewable energy, public transportation, zero-emission vehicles, environmental restoration, more sustainable agriculture, recycling, and much more. At least 35 percent of these investments are located within and benefiting residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the California Climate Investments website at: www.caclimateinvestments.ca.gov.”



2019/2020 Urban & Community Forestry: California Climate Investment Grants
Project Application Form



Fill out the form completely. Please see the submittal instructions at the bottom of the form. The Project Tracking Number requested is listed in the letter of invitation you received.

CAL FIRE Project Tracking Number: 19-CCI-UF-MGMT-006

Name of Organization City of Watsonville

Project Title Watsonville Community Forestry Project

Project Type Urban Forest Management Activities

Requested Grant \$ \$894,476.80 **Matching \$** \$81,500.00 **Total Project \$** \$975,976.80

Primary Source of Technical Advice ISA Certified Arborist **Explanation (if required):**

Professional's First Name Ben **Professional's Last Name** Heistein

1. Applicant information - Eligible applicants include cities, counties, qualifying districts, or nonprofit organizations qualified under section 501(c)(3) of the Internal Revenue Code.

Type of Organization City

1A. Primary Project Contact information

First Name Ben **Last Name** Heistein

Email benjamin.heistein@cityofwatsonville.org **Phone Number** (831) 768-3150

Address 1 Parks & Community Services Department

Address 2 250 Main St

City Watsonville **County** CA

State California **Zip Code** 95076

1B. Secondary Project Contact information

First Name Nick **Last Name** Calubaquib

Email nick.calubaquib@cityofwatsonville.org **Phone Number** (831) 768-3246

Address 1 Parks & Community Services Department

Address 2 250 Main St

City Watsonville **County** 95076

State California **Zip Code** 95076

1C. Correspondence Details: List any information needed for project contacts, invoicing, etc.

Secondary Phone # for Ben Heistein: 831-421-2905 (cell)

2. Partner information - List primary project partners or co-sponsors. Applicants must provide a letter of commitment from each partner organization that affirms their role in the project.

2A. Name of Organization 1 Watsonville Wetlands Watch

First Name Jonathan

Last Name Pilch

Partner Contact Title Executive Director

Email jonathan@watsonvillemetlandswatch.org

Phone Number (831) 728-1156

Comments Providing lead coordination of tree planting, outreach and educational project components

2B. Name of Organization 2 California Conservation Corps - Monterey Bay Center

First Name Janet

Last Name Wohlgemuth

Partner Contact Title Conservation Supervisor

Email janet.wohlgemuth@ccc.ca.gov

Phone Number (831) 768-0150

Comments Corps members will assist with tree planting, establishment, outreach, and receive job training.

2C. Additional Partners: list additional partner organizations with contact person, email address, and phone number.

Friends of Watsonville Parks, Alfonso Lobato, alfonso_lobato@hotmail.com 831-840-0632; Regeneracion Pajaro Valley, Nancy Faulstich, nancy@regeneracionpajarovalley.org, 831-227-5982; Pajaro Valley Arts Gallery, Linda Martin, linda@pvarts.org, 831-722-3062; New School, Russell Love, russell_love@pvusd.net, 831-227-5982; PV Health Trust, DeAndre James, djames@pvhealthtrust.org, 831-763-6084

3. Start of Grant Period: provide the estimated start of the grant project. The grant period will end on March 30, 2024. Final billing must be received within 30 days after the completion date.

Planned Project Start Date Aug 1, 2020

4A. AB 1550 - Disadvantaged and Low Income Communities. Check the boxes for AB 1550 criteria that the project will meet. At least one box in each step must be checked to qualify. Visit <https://ww2.arb.ca.gov/resources/documents/cqi-quantification-benefits-and-reporting-materials> to find the criteria tables for this grant program.

Step 1, Priority Populations: ☒ meets "1A" ☒ meets "1B" ☒ meets "1C" ☒ meets "1D"

Step 2, Address Needs: ☐ meets "2A" ☐ meets "2B" ☒ meets "2C" ☐ meets "2D"

Step 3, Provide Benefits: ☒ meets "3A" ☒ meets "3B" ☒ meets "3C" ☐ meets "3D" ☐ meets "3E"

Provide any necessary discussion:

All project activities are either in a SB 535, bordering, or an AB1550 community that has a combination of high pollution burden and low

4B. Census tracts: list census tracts for the project that will meet AB 1550 criteria from the *Grant Guidelines*. Census tracts should be listed using the 10 digit number found for each tract on the map(s) at <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>

6087110200, AB 1550, CalEnviro 60-65%;
6087110501, AB 1550, CalEnviro 60-65%;
6087110100, AB 1550, CalEnviro 60-65%;
6087110300, AB 1550, CalEnviro 75-80%;
6087110400, SB 535 and AB 1550, CalEnviro 80-85%; 6087110502 and 6087110600, AB1550, CalEnviro 40-45%

5. GHG Methodology: Fill in the GHG calculated amounts below. Describe the assumptions used to quantify GHG reductions using the ARB Quantification Methodology as required in the grant guidelines and found at: <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/quantification.htm>. You are required to attach proof that the ARB specified quantification methodology was followed.

5A. Estimated carbon stored (MT CO₂e)

5B. Estimated avoided emissions (MT CO₂e)

5C. Estimated project emissions (MT CO₂e)

5D Net GHG benefit (MT CO₂e). (5A + 5B) - 5C =

GHG quantification was done using the ARB Methodology via i-Tree Planting and the ARB Benefit Calculator Tool version 1/28/2020. We have a fairly good idea of what species of trees are needed and where they are going due to having already determined the priority planting areas for this project. The City has been engaged in tree planting efforts for many years and understands which species and cultivars perform well. The City has an arborist that informed decisions on which species to select for this project. Whenever possible, the largest canopy tree has been chosen for each site. However, due to unknown variables expected during project implementation, shade trees planted in residential neighborhoods were assumed for now to be at an East azimuth, 40-59' from a house, following a recommendation in a training webinar to consider planting characteristics at a project level for planning purposes. The proposed project includes 162 shading trees on residential city streets in the private property /public-right-of-way frontage along sidewalks.

As individual planting locations are worked out, we expect some modifications to individual shade tree planting characteristics, but are confident the provided method estimates are conservative. We anticipate that some residents will want small-canopy trees so approx. 40 smaller stature trees are included, but many residents will have the choice to go bigger if their planting site can accommodate it. Based on our initial assessment, there is room for larger trees in most circumstances, and residents will be encouraged to plant as large a tree as possible due to the enhanced benefits. On the other hand, unforeseen under ground utility conflicts may necessitate a smaller-stature tree in some circumstances. Actual GHG benefit totals will be provided via MDCA reporting, and this being said, we do expect that implementation of this project will yield slightly higher net GHG benefits that estimated.

98 non-shading trees would be planted in Parks and the Pennsylvania Drive greenbelt corridor. These trees are considered non-shading because they are expected to be planted greater than 60' from a building. 46 of the non-shading trees are street trees.

Following the planting of each tree, the tree location will be recorded with a GPS instrument. This information will be input into a comprehensive GIS database that will be used to track the tree planting date, tree health, maintenance, and growth over time. The associated greenhouse gas emissions will be derived from the CalFire provided ARB Quantification Methodology and based off of i-Tree Planting and the most current version of the ARB Benefit Calculator Tool. GHG reductions and sequestration will be tracked through the CalFire provided MDCA worksheets and reported in accordance with the grant specifications.

6. Narrative. In the sections below, please follow the prompts and provide all relevant information for the project.

6A. Background. Describe the situation in the project area(s) and problems in the project area(s) that need attention.

Expansion and improved management of urban forests is greatly needed in the City of Watsonville. Watsonville is an urban center located along California's central coast, (population 53,000) and surrounded by large expanses of agricultural areas. The City is significantly deficient in urban forest resources, with currently 7.8% canopy coverage. This severe lack of urban trees directly impacts the City's public health and well-being and the freshwater wetlands that underlie the City. This need is underscored by the fact that the City lacks a clear understanding of the urban forest characteristics needed to best manage this resource, an urban forest management plan to guide tree management, and the policies needed to protect trees and ensure proper regulation uniformly throughout the City.

Watsonville is a predominantly low income community, where for example among the approximately 20,000 students in the Pajaro Valley Unified School District, over 75% qualify for free and reduced lunch and unemployment rates are the highest in Santa Cruz County. The entire City qualifies as either SB 535 or AB 1550 under the CA ARB designation, and has a combination of high pollution burden and low income. Watsonville exemplifies the type of community in California that will benefit most from urban forest development. As a disadvantaged and low income community, it is one that will be most at-risk to the impacts of climate change, such as increased heat and heat related impacts to public health, which will compound the already high air quality pollution burden. Urban forest and tree canopy development will contribute meaningfully to City residents public health through shading, cooling, and air and water quality benefits, while addressing climate change through carbon capture and reduction of energy use and associated emissions within the City.

The City of Watsonville and Watsonville Wetlands Watch are currently collaborating on an Urban and Community Forestry grant, which is nearly complete and will result in 300 new trees planted throughout the City's most highest needs areas by the fall of 2020. This very successful project represents our first collaboration in urban forest expansion and to date has supported over 1,500 youth and family volunteer hours in tree plantings and care. Both the City and Watsonville Wetlands Watch have extensive experience in regional plan development, including the City's Urban Greening Plan (2012) and Climate Action Plan (2015), as well as in the design and implementation of new ordinances, such as the City's recent successful single-use service ware plastics ban, adopted in June of 2019.

6B. Project Objectives - What are the objectives of the proposed project? How do they address the situations and problems identified in the background section?

The proposed project represents the second phase of a previously CalFire funded urban forest expansion project. The proposed project will build off the success of prior work, which begun in 2018, while addressing the lack of tree protection policies and an urban forest management plan needed to develop and sustain long-term public and environmental benefits. This project will also pilot new neighborhood tree planting events and community engagement strategies important to urban forest expansion in Watsonville.

The proposed project will develop a comprehensive urban forest management plan designed to evaluate current urban forest resources, identify locations, opportunities, and needs for urban forest expansion, and develop appropriate policies needed to sustain and enhance urban forest resources within the City of Watsonville over time. Concurrent with this work, 260 trees will be planted on public streets and within the public right-of-way in neighborhoods and private property so as to improve tree canopy cover and increase public education and awareness of the benefits of this work.

Specific project objectives include:

1. Develop a comprehensive urban forest inventory, including tree canopy mapping & analysis for the City of Watsonville;
2. Develop an urban forest management plan and comprehensive tree preservation ordinance, per CalFire guidelines;
3. Develop project designs and plans for at least 50 future street, neighborhood, and school tree plantings that can be implemented as shovel-ready projects following the urban forest management plan creation;
4. Complete a comprehensive bi-lingual (Spanish/English) resident survey to support the urban forest management plan and ordinance development;
5. Establish a tree canopy cover goal for the City;
6. Develop and adopt a City of Watsonville tree preservation ordinance;
7. In partnership with the non-profit partner agency, Watsonville Wetlands Watch, install 260 trees on City streets, parks, and neighborhoods during 20 public and local student education and outreach events that will also include surveying of residents and City resident engagement so as to increase our understanding of resident attitudes and guide further urban forest expansion activities;
8. In partnership with Watsonville Wetlands Watch, pilot resident neighborhood tree planting events and an adopt-a-tree tree stewardship program to engage City residents in urban forest stewardship and foster public interest and appreciation for urban forest expansion;
9. Provide job training opportunities and job creation to local youth and Corps members.

These objectives are designed to support the City in clearly understanding the current urban forest characteristics to ensure effective long-term planning and best management of the City's trees.

6C. Scope of Work - Describe the approach to be used, the design (methods), and implementation of the project. Include who will be involved with specific tasks and justify why the approach, methods and implementation is the most effective way to accomplish the objectives. Include a description of project sign contents and their locations. *(continued on next page)*

This work will address the absence of local tree protection measures through the development of an Urban Forest Management Plan and official adoption of a tree preservation ordinance, which will be developed with input reflective of the diversity and values of Watsonville's residents. Project activities will also meaningfully advance the City's urban forest expansion goals during the grant period through the installation of an additional 260 new trees. These plantings will be done in conjunction with effective community engagement during neighborhood planting projects that will educate and cultivate interest by community members needed to aid in the long-term growth and care of urban trees on public and private properties.

The proposed project represents a collaboration between the City of Watsonville and partnering organization, Watsonville Wetlands Watch (WWW). To date, the City does not have a tree inventory, urban forest management plan, or comprehensive tree preservation ordinance. Currently the City has a very limited Historic Tree preservation ordinance only, and this would be incorporated into a more comprehensive ordinance. The City did adopt an Urban Greening Plan in 2012 which includes an Urban Street Tree chapter that provided general recommendations and guidelines for street tree development and identified priority project implementation areas.

Building off of this prior work, the City and WWW will work with a consulting firm to develop the proposed tree inventory and canopy analysis that will focus on trees within City property and maintenance responsibility to include private property trees within the public realm to the extent practical. The tree inventory will include all trees located on public property such as sidewalks, streets, medians, and public parks. The inventory will include, but will not be limited to, collection of data required that corresponds to the CalFire Minimum Data Collection Attributes and will be collected within geographical subsections of the City. Data will be collected in a form compatible with ESRI GIS database requirements to facilitate the long-term management of data by the City and WWW. Following this, a tree inventory analysis will be performed, that provides information on urban forest structure (i.e. species composition, number of trees, tree density, tree health, and other characteristics), and provides information on important public health and environmental benefits, such as pollution removed, avoided run-off, public health benefits, total carbon stored, and net carbon sequestered annually. This work will help to quantify the economic, social, and environmental benefits of the tree canopy and support urban forest management needs.

In addition to the tree inventory, a tree canopy analysis will be performed to improve the understanding of the entirety of the City's trees, including those located outside of public property. This analysis will be a tree canopy coverage and distribution analysis that will provide an understanding of tree canopy coverage throughout the City and can be geographically segmented. The value of this geographic segmentation by region throughout the City is to help prioritize urban forest expansion activities and support community engagement strategies. This will include a land cover assessment to identify, for example, impervious surfaces, bare areas, waterways, sparse vegetation, trees in turf settings, etc. The City's Local Hazard Mitigation Plan, which is currently under development, has documented where in the City heat impacts associated with climate change will be most pronounced, based on the Trust for Public Land's Climate Smart City's tool, which uses average land surface temperature. The canopy analysis will integrate the understanding of how climate change will impact the City and how urban forest management and expansion activities can mitigate these impacts for Watsonville residents. It will also provide information on species composition, structure, and age.

Following this, an urban forest management plan will be developed that will have a lifespan of at minimum 40-50 years. This plan will ensure that the City has a clear understanding of its urban forest goals on public and private lands. The urban forest management plan process will include effective Spanish/English community engagement and attitude surveys to inform the plan and forthcoming tree preservation ordinance. The plan will provide the City and WWW with an effective roadmap for urban forest management, maintenance of management activities, and quantifiable monitoring of urban forest management. The plan will include an equity analysis that helps to ensure urban forest management provides socio-economically equitable benefits to Watsonville residents and will articulate a tree canopy cover goal for the City that is tailored to Watsonville. The plan will also define the needs of a tree preservation ordinance and articulate the monitoring and oversight responsibilities needed to effectively manage and maintain such an ordinance.

As a supplemental document, and in conjunction with this work, plans for approx. 50 new urban forest expansion projects will be developed, in order to provide 'shovel-ready' projects that enable the City and partners to advance the goals of the urban forest management plan quickly after the plan is adopted.

Following this, the City and WWW will develop and ensure adoption of a tree protection ordinance to be integrated into the City's municipal code. This ordinance will clearly define public and private trees and articulate the City's and property owners' responsibilities with respect to each category of tree. It is expected to include evaluation of a tree protection plan for existing and new construction, a local Tree Mitigation fund, and other preservation measures and permitting requirements. It will provide clear and consistent language for tree protection and management to support the monitoring and enforcement outlined within the policy.

6C. Scope of Work - Continued from previous page

In addition to the planning components of the proposed work of this project the City will partner with Watsonville Wetlands Watch to implement the planting and establishment of 260 trees and also facilitate community engagement, education, and outreach. This work will include piloting neighborhood planting events, and development of an adopt-a-tree volunteer / tree stewardship program. Neighborhood outreach events will be held throughout the grant period and will support the gathering of community input surveys in support of development of the Urban Forest Management Plan and Ordinance. At least 20 local school and community volunteer tree planting events will be hosted to plant these trees.

Tree plantings and tree care will also be supported by the California Conservation Corps who will assist with the tree plantings and volunteer tree planting preparation, while gaining valuable job training skills and experience in urban forest management activities. The California Conservation Corps is listed as a primary project partner and is committed to participating in this project. Many times, Corps members earn the skills through projects like this to gain permanent local employment and obtain other industry credentials.

This project will also create jobs and provide job training through the employment of staff to facilitate tree planting, maintenance, and outreach components. Both the City and Watsonville Wetlands Watch have a history of hiring local labor many of whom started as volunteers or interns through community events or other job training programs.

Specific tree planting areas include several neighborhoods that have already been identified as priority planting areas in the 2012 Urban Greening Plan. These sites each bear unique attributes and DAC census tract status and these areas are geographically represented on the Project maps.

We are planning to plant trees in the following areas:

Neighborhoods/ Residential City Streets:

- Clifford Ave. neighborhood (50 trees)
- Martinelli Ave. neighborhood (45 trees)
- Rolling Hills Elementary School neighborhood (22 trees)
- Rodriguez St. neighborhood (45 trees, some of which will be planted in new tree wells in the city sidewalk.)

Parks:

- Hope Drive Park (16 trees)
- Flodberg Park (3 trees)
- Arista Park (5 trees)
- Atri Park (3 trees)
- Brentwood Park (9 trees)
- Victorian Park (5 trees)
- Joyce-Mckenzie Park (8 trees)
- Callaghan Park (3 trees)

Greenbelt/ street-scape corridor:

- Pennsylvania Drive (46 trees)

In Summary, the Scope of Work for this project includes but is not limited to the following:

- Conduct a thorough assessment of existing urban forestry practices and policies;
- Develop a comprehensive urban forest inventory/canopy analysis for the City of Watsonville;
- Adopt a community-based urban forest management plan, per CalFire guidelines;
- Complete a comprehensive bi-lingual (Spanish/English) resident survey to support the urban forest management plan and ordinance development;
- Installation of 260 trees on City streets, parks, and neighborhoods during 20 public and local student education and outreach events, neighborhood outreach events, and establishment of a volunteer adopt-a-tree program and long-term stewardship model;
- Develop project designs and plans for at least 50 future street, neighborhood, and school tree plantings that can be implemented as shovel-ready projects following the urban forest management plan creation;
- Establish a tree canopy cover goal for the City;
- Adopt a comprehensive Tree Preservation Ordinance.

6D. Project Time Line - Provide a general project time line. Do not list specific dates or months due to uncertainty in when projects may begin. Plan on projects ending no later than March 30, 2024.

Year 1: (2020-2021)
-Issue Request for Proposal (RFP) to Urban Forestry Consultant
-Begin community engagement (surveys, meetings, art contests, tree planting events) for the Urban Forestry Management Plan
-Conduct city tree inventory and canopy analysis
-Initiate tree planting and outreach activities
Year 2: (2021-2022)
-Continue tree planting and outreach activities; secure tree stewardship agreements among local residents
-Begin development of a tree preservation ordinance
-Draft neighborhood tree planting plans
-Final draft of Urban Forestry Management Plan and continue community engagement
Year 3+: (2022-2023)
-Final Draft and Adoption of Urban Forestry Management Plan and city tree ordinance by December 2023

6E. Tree Information (if applicable) - Provide the following information about any trees or plants to be planted as part of the grant project. Include information even if the trees or plants are not to be funded by CAL FIRE.

Species List - Provide a list of the tree and plant species for this grant project . Include common name, Genus, and species. Include the approximate number of each species to be used. List minimum planting stock size for each species.

Acer, 'Autumn Blaze' (Autumn Blaze maple), 10, #15
Aesculus californica (CA buckeye), 4, #15
Ginkgo biloba (japanese maidenhair), 23, #15
Jacaranda mimosifolia (Jacaranda), 3, #15
Lagerstroemia 'Natchez' (white-flowering crape myrtle), 21, #15
Platanus racemosa (CA sycamore), 5, #15
Quercus agrifolia (coast live oak), 56, #15
Quercus frainetto 'Schmidt' (Forest Green oak), 10, #15
Quercus shumardii (shumard oak), 31, #15
Quercus suber (cork oak), 10, #15
Quercus virginiana (southern live oak), 13, #15
Tristanopsis conferta (brisbane box), 18, #15
Ulmus x 'Frontier' (Frontier Elm), 35, #15
Ulmus x 'Alcolade' (Accolade Elm), 21, #15

Total Project Trees: 260Total CAL FIRE Funded: 260

6F. Other deliverables. List all other project deliverables and quantities to be funded by CAL FIRE, as well as overall project totals.

-City of Watsonville Tree Inventory
-City of Watsonville Tree Canopy Analysis
-City of Watsonville Urban Forest Management Plan
-City of Watsonville Tree Preservation Ordinance
-Neighborhood Tree Planting Plans (approximately 50 total)-
-Installation of 260 trees in high priority locations
-20 Volunteer Tree Planting/ community engagement events
-50 Tree stewardship/adopt a tree volunteer agreements

Page 511 of 550

7. Budget Information

7A. Budget Detail - Provide a specific budget for work to be done. The budget should be based on bid quotes and/or estimates from vendors or on actual costs that will be incurred. The line items listed should be specific enough to adequately describe project expenses. Use the Excel format CAL FIRE has provided for your budget, and follow the guidance in the *Grant Guidelines*. You should note that applicants, if successful in being awarded a grant, will have to follow this budget and will only have the opportunity for minor budget adjustments. The total grant award amount for the project can not be increased later.

7B. Explanation of Budget and Costs - Describe the basis for the budget amounts listed above. Applicants will be expected to adhere to this budget (*Continued on next page*).

Personnel:

- City of Watsonville staff time to assist with tree plantings, tree care, and establishment: 2,810 hours
- City of Watsonville staff time, project manager and City arborist to oversee the project, including all planning and adoption of the ordinance, 750 hours
- Watsonville Wetlands Watch staff labor to assist with tree plantings, tree establishment, volunteer engagement, tree planting plan development, and bi-lingual community outreach associated with resident surveys and community meetings: 4400 hours
- Watsonville Wetlands Watch staff labor to support project management, tree inventory development, site plan development, tree inventory, urban forest plan development and ordinance adoption, 700 hours

Contractual:

Tree Inventory, Urban Forest Management Plan, Ordinance:

- Develop Tree Canopy Analysis and Tree Inventory: \$122,000;
- Community outreach survey and analysis: \$10,000,
- Develop Urban Forest Management Plan: \$180,000,
- Design tree planting plans: \$40,000;
- Develop and coordinate adoption of tree protection ordinance: \$30,000,

Community Tree Plantings, Tree Establishment, and Care:

- California Conservation Corps, support tree installation and tree care: 1200 hours, \$33,600
- Concrete cutting for tree cut-outs, \$25,000, estimated at \$2,500 per cutout. If it can be done for less, add'l tree cut-outs will be made

Travel: 1000 miles estimated as match from the City of Watsonville and Watsonville Wetlands Watch

Supplies:

- Trees: budgeted at \$75 per tree (includes freight/delivery): 19,500; Tree Stakes budgeted at \$10.00 per tree (3 stakes per tree): \$2,730.00;
- Tree Ties, budgeted at \$0.70 per tie: \$574; Mulch, budgeted at 120 yards: \$2,640.00; Irrigation materials \$1,591; Project sign: \$400; tags
- Equipment: Equipment rental of a tractor of \$3,150 for 7 days of tractor rental

Education & Outreach: 600 tree care pamphlets: \$1,800, 1000 brochures: \$5,000; education event prizes to support community engagement: \$320, Paid advertising to support community engagement: \$4,300

Post Grant Maintenance: \$120 per tree to support structural pruning, and other post grant maintenance needs: \$31,200

Indirect Costs: 12%, \$95,836.80 to support allowable indirect costs such as accounting, bookkeeping, and other related indirect costs

7C. Matching Funds - List other non-GGRF funding sources, that will meet grant matching requirements.

Source 1	City of Watsonville	Amount	\$71,500.00
Description	In-kind contributions for project management and technical expertise by the City's certified arborist, Ben Heistein, WE-9924A who is also the Assistant Parks Director, totaling approx. 1100 hours		
Source 2	Watsonville Wetlands Watch	Amount	\$10,000.00
Description	Matching funds for school bus educational field trips (\$3,000) and event supplies (\$7,000).		

Source 3		Amount	
Description			
Source 4		Amount	
Description			
Matching funds comments			

8. Project Co-Benefits - What co-benefits will the project have? Check the boxes below for the applicable co-benefits, then describe and/or quantify them. Describe how the project will achieve the co-benefits.

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Stormwater reduction | <input checked="" type="checkbox"/> Improved public health | <input checked="" type="checkbox"/> Jobs created (use ARB tool) |
| <input checked="" type="checkbox"/> Improved water quality | <input checked="" type="checkbox"/> Enhanced active transportation | <input checked="" type="checkbox"/> Job training conducted |
| <input checked="" type="checkbox"/> Improved air quality | <input checked="" type="checkbox"/> Reduced vehicle miles travelled | <input checked="" type="checkbox"/> Community outreach conducted |
| <input checked="" type="checkbox"/> Energy savings | <input type="checkbox"/> Vacant lot(s) acquired | <input checked="" type="checkbox"/> Education tools/media produced |
| <input type="checkbox"/> Biomass diverted from landfill | <input checked="" type="checkbox"/> Improved urban forest management | <input checked="" type="checkbox"/> Other co-benefits |

Project co-benefits are diverse and will include the following:

1. Stormwater treatment into local wetlands and waterways;
2. Improved air quality achieved through the planting of large stature trees that will moderate ambient temperatures and remove airborne particulates;
3. Reduction of vehicle miles traveled and improved active transportation through shading of sidewalks and bicycle lanes;
4. Job training through collaboration with the California Conservation Corps and Watsonville Wetlands Watch youth education programs;
5. Community education and outreach will include at least 20 volunteer plantings and school field trips. An adopt-a-tree program ("Other" Co-Benefit) is planned to be formally launched;
6. Energy savings will be created by installation of street trees that will shade pavement, reducing the urban heat island effect and reducing degradation and the frequency of re-paving and associated emissions;
7. Creation of a City tree inventory and canopy analysis to support improved urban forest management;
8. Creation of an Urban Forest Management Plan to support long-term sustainability of Urban Forest Resources;
9. Creation of a tree preservation ordinance to support improved urban forest management;
10. Improved public health through improved air quality, reduced heat impacts through increased cooling and shading, and implementation of tree planting and tree care events and programs that encourage the community to participate in active and family friendly volunteer events that promote community cohesion;
11. Secured long-term partnerships and tree stewards to facilitate a long-term Community Forestry model for Watsonville.

The planting of 260 trees will also result in:

- 23 acre-feet (7.5 mil gallons) of stormwater intercepted
- 1,415 pounds of air pollution reduced
- 392,359 kWh of electricity conserved

This project will also benefit existing city initiative and strategic priorities such as enhancing public infrastructure, the environment, providing for the well-being and health of the community, city beautification efforts, and greening blighted spaces in the public and private realm. This project is consistent with the City's General Plan, 2012 Urban Greening Plan, and 2015 Climate Action Plan.

Combined, these co-benefits will also aid economic development in the city by creating a more livable space to conduct business and everyday life. The qualitative psychological and socio-economic benefits of this project are significant and will impact residents in positive ways for decades.

8. Project Co-Benefits - continued from previous page.

Additionally, according to the ARB Job Modeling tool, this project will support:

11.3 FTE jobs by the Project Budget

10.3 FTE jobs by Project GGRF funds

9. Certifications & Forms- The following certifications must be filled out and signed by the appropriate person.

9A. Certification of Party Responsible For Maintenance

I, Appropriate representative

certify that the Appropriate agency

will provide or be responsible for 100% of the maintenance for a minimum of 3 years after the end of the grant period in accordance with ANSI A-300 tree care standards, the accompanying ISA Best Management Practices and the standards outlined in the grant agreement and/or grant attachments with the California Department of Forestry and Fire Protection.

Signature



Date

Title

Phone Number

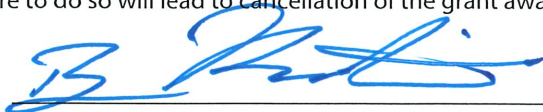
9B. Statement of Compliance With All Applicable Laws (all projects must fill out and sign)

I, Appropriate representative

certify that the Appropriate agency

will abide by all applicable federal, state, and local laws, ordinances, regulations and policies in carrying out this State bond-funded project. Failure to do so will lead to cancellation of the grant award.

Signature



Date

Title

Phone Number

9C. Checklist of Necessary Forms To Be Completed. Some may not be applicable to your project.

- | | |
|---|---|
| <input checked="" type="checkbox"/> CAL FIRE Urban Forestry Program Environmental Checklist | <input checked="" type="checkbox"/> State of California Non-Discrimination Compliance (Std. 19) |
| <input checked="" type="checkbox"/> Proof of AB 1550 community designation documentation. | <input checked="" type="checkbox"/> State of California Drug-Free Workplace Certification (Std. 21) |
| <input checked="" type="checkbox"/> Representative project area maps with AB 1550 information | <input checked="" type="checkbox"/> State of California Payee Data Record (Std. 204) |
| <input checked="" type="checkbox"/> Governing Body Resolution (must follow sample format) | <input checked="" type="checkbox"/> Signed letters of participation from listed partners |
| <input checked="" type="checkbox"/> Documentation of support (AB 1550 Step 2C) | <input checked="" type="checkbox"/> Project sign schematic (including CAL FIRE and CCI logos) |
| <input checked="" type="checkbox"/> 5-10 representative site photos | <input checked="" type="checkbox"/> Proof that ARB quantification methodology was followed |
| <input checked="" type="checkbox"/> Urban and Community Forestry Project Budget | <input checked="" type="checkbox"/> Jobs information using ARB methodology (if applicable) |

☒ Other:

List other
attachments:

Sample Planting Plan

SIGNATURE: The authorized primary project contact for the applying organization must sign below. This must be the person, or person holding the position, that is mentioned in the required governing body resolution, and the same person or position signing all of the other required forms. The signature indicates that, to the best of the signer's knowledge, all of the information provided in this application and all attached required forms and documents are true, accurate, and correct. The signer also acknowledges reading and understanding the *CAL FIRE Urban and Community Forestry Grant Guidelines for 2019/2020*.

Signature



Printed Name

MATTHEW HUFFAKER

Title

CITY MANAGER

Date

April 15, 2020

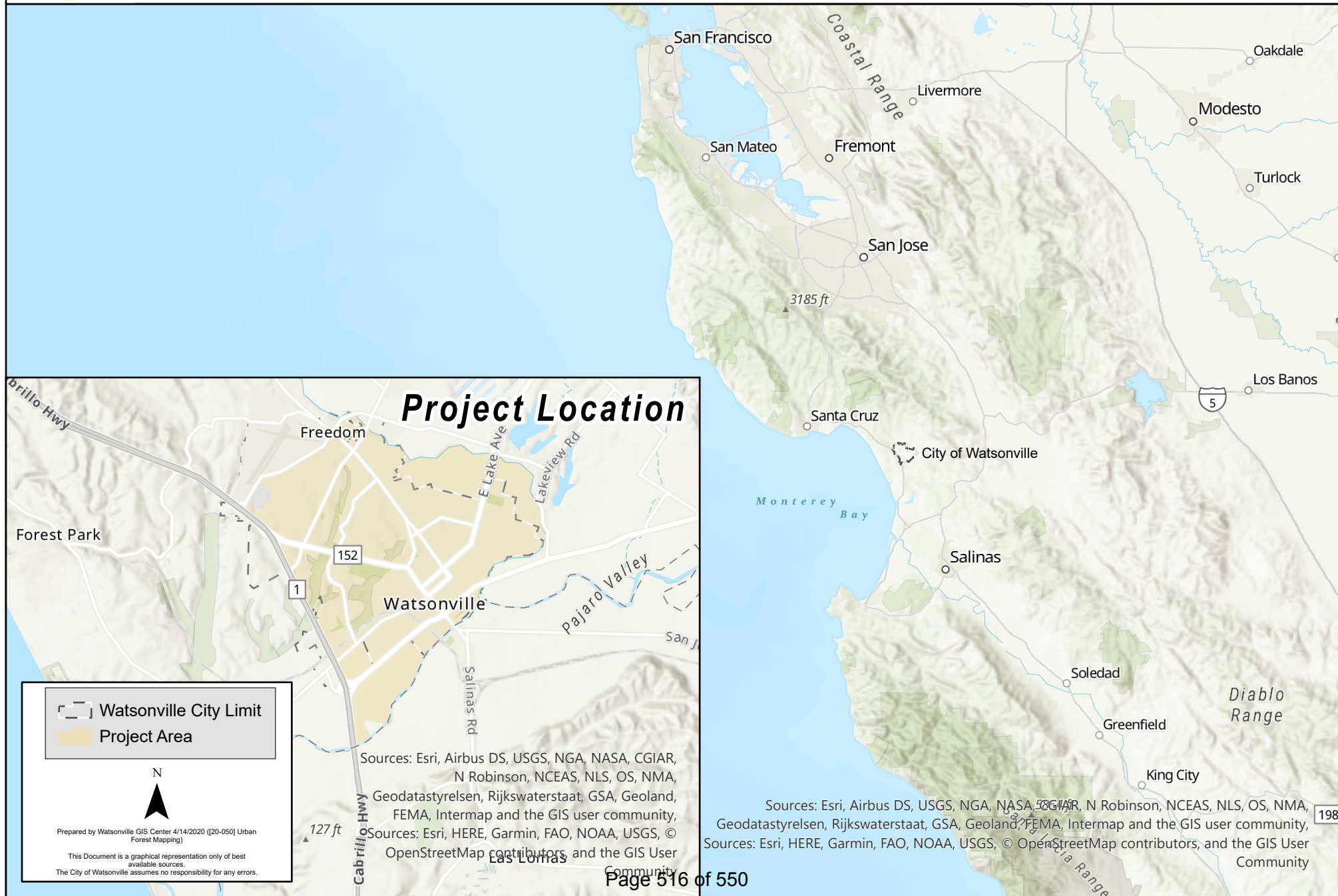
Be sure to save a copy of this form for your records. Submit one (1) electronic copy in the fillable PDF format to CALFIRE.Grants@fire.ca.gov. Please use "U&CF Project Application" and your Project Tracking number in the email subject line and include yourself as a CC. Your CC will be proof of your submittal. Application supporting documents and a signed and scanned copy of this form should be uploaded to your CAL FIRE assigned Box.com folder and labeled with your Project Tracking number. All documents must be submitted/uploaded no later than 3:00 PDT on Thursday, April 16, 2020.

CAL FIRE Urban & Community Forestry Program CCI Grants



Watsonville Community Forest Project

Regional Location Map





Watsonville Community Forest Project

Pennsylvania Drive Tree Planting



Planned Planting Sites

Common Tree Name

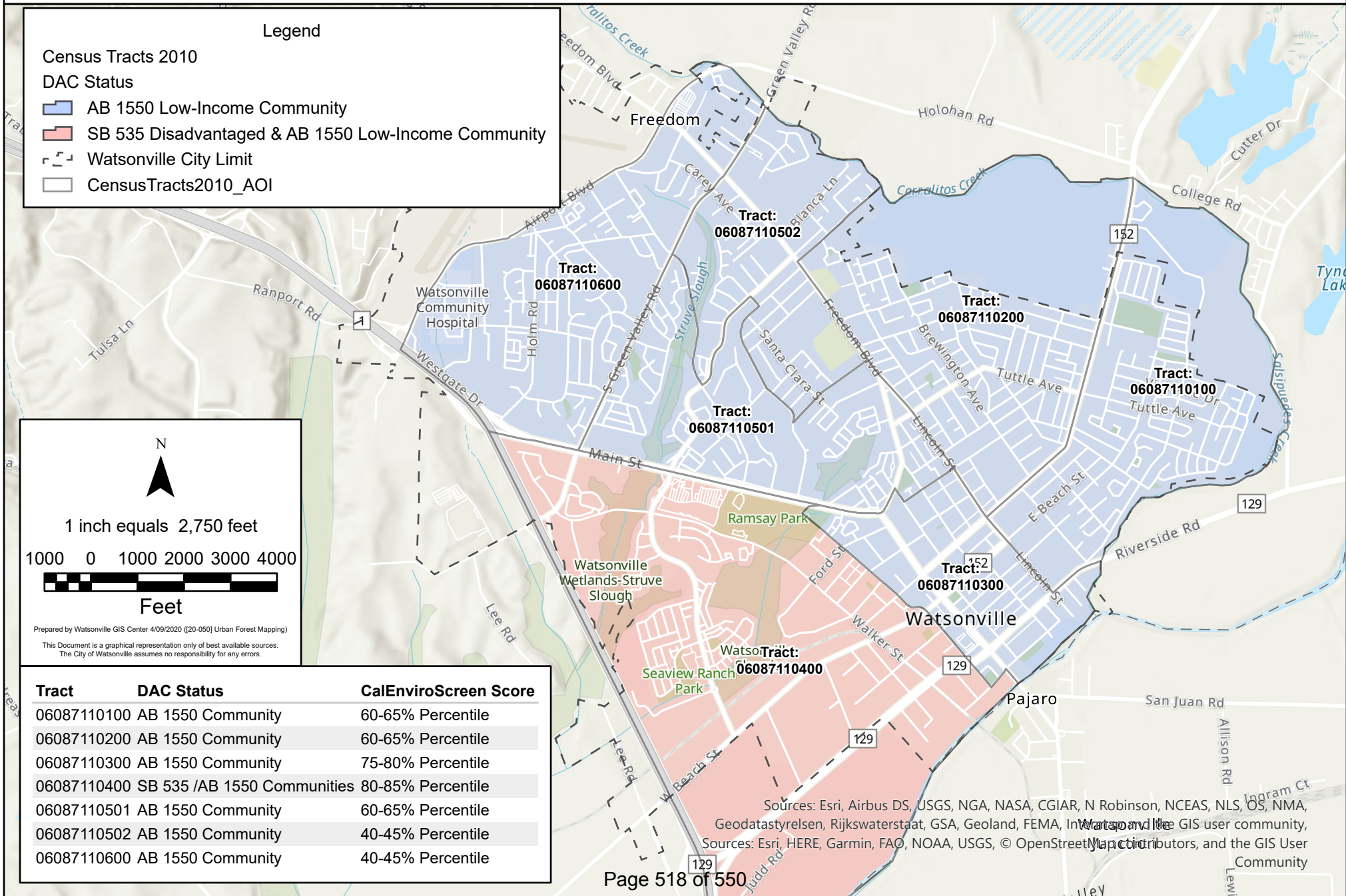
● Coast Live Oak

— Matchline



Watsonville Community Forest Project

Census Tract Served and Disadvantaged Community (DAC) Status





Watsonville Community Forest Project

Percent Tree Canopy Cover and Community Planting Focus Area

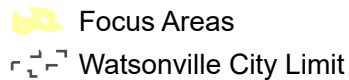


U.S. Forest Service California Urban Tree Cover Region 5 Map Designation

Percent Canopy Cover

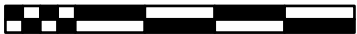


Community Planting



1 inch equals 2,750 feet

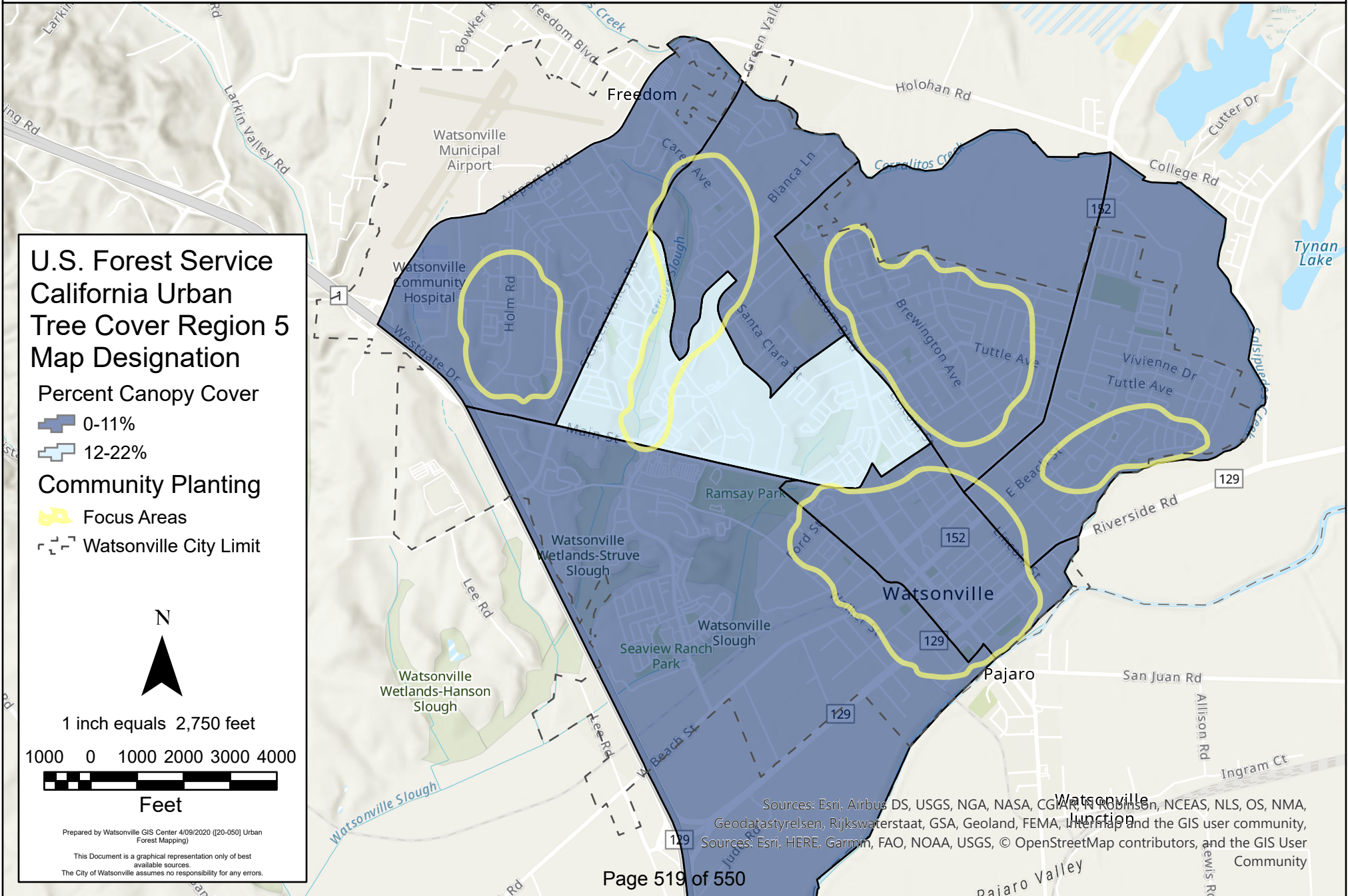
1000 0 1000 2000 3000 4000



Feet

Prepared by Watsonville GIS Center 4/09/2020 ([20-050] Urban Forest Mapping)

This Document is a graphical representation only of best available sources.
The City of Watsonville assumes no responsibility for any errors.



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

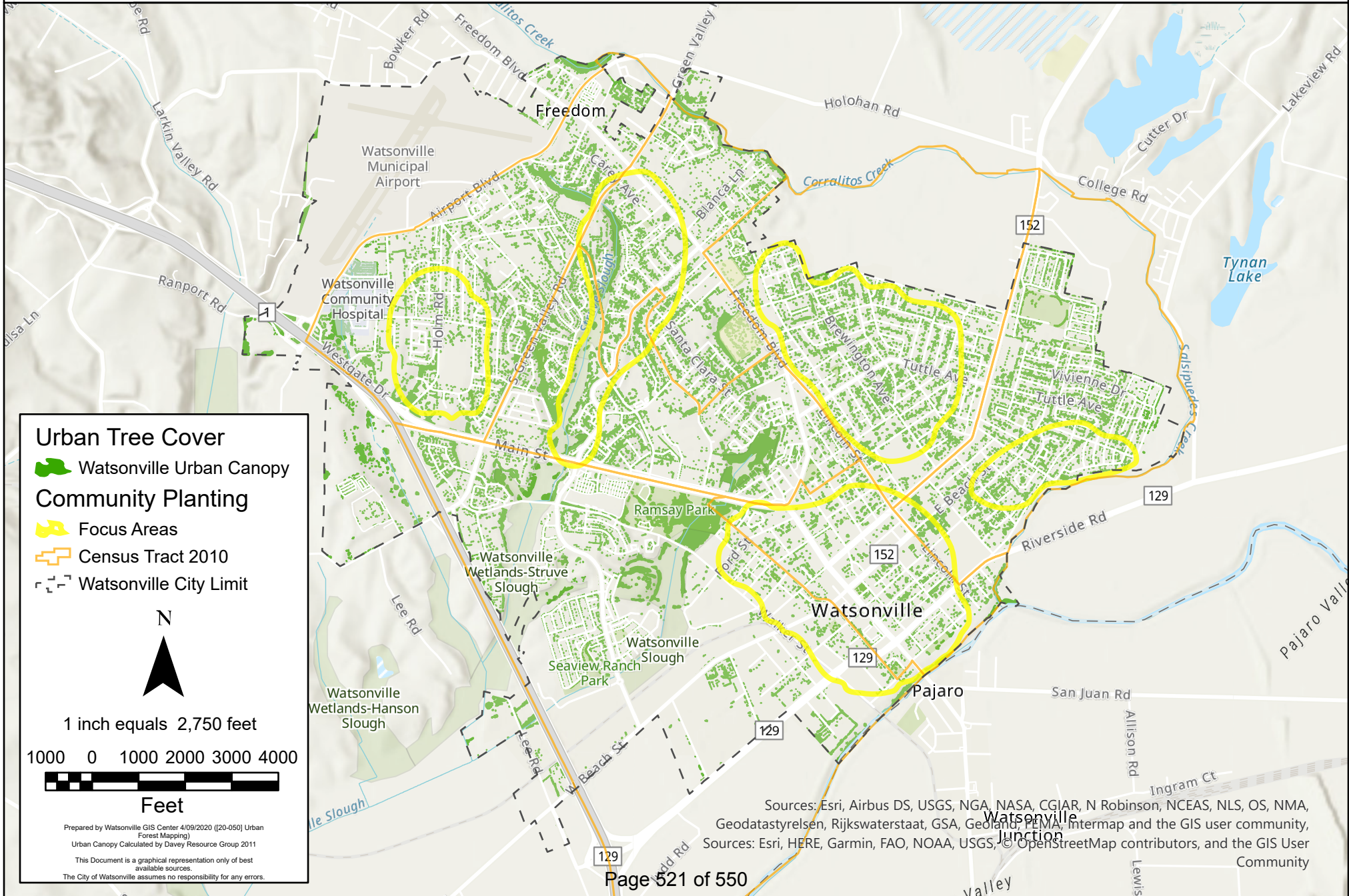
Greenhouse Gas Reduction Fund - Urban and Community Forestry Program
Project Budget (Revised 12-22-2020)
City of Watsonville

Watsonville Community Forestry Project Budget (Revised 12/22/2020)					
Budget Item	Description	Cost Basis	CAL FIRE Grant Share	Grantee Match	Total
A. Salaries and Wages			163,800.00	182,371.00	346,171.00
	City of Watsonville Staff (Planning, Outreach, UFMP)	1500 hours x \$50/hour		75,000.00	75,000.00
	City of Watsonville Parks Maintenance Staff Tree Planting, Establishment	1600 hours x \$25/hour	20,000.00	20,000.00	40,000.00
	Watsonville Wetlands Watch Support for Planning, Outreach, UFMP, Tree Planting, Establishment	5500 hours x \$30/hr	143,800.00	21,200.00	165,000.00
	Volunteer Labor for Tree Planting and Care, Engagement Activities	2100 hours x 31.51/hr		66,171.00	66,171.00
B. Employee Benefits			51,200.00	32,350.00	83,550.00
	City of Watsonville Staff	1200 hours x \$15/hour		18,000.00	18,000.00
	City of Watsonville Parks Maintenance Staff	2 staff @1600 hrs x \$9/hr	7,200.00	7,200.00	14,400.00
	Watsonville Wetlands Watch Support for Tree Planting, Inventory, Urban Forest Management Plan, Ordinance	5500 x 9.30/hr	44,000.00	7,150.00	51,150.00
C. Contractual			338,800.00	10,000.00	348,800.00
	Tree Canopy Analysis, Inventory, Outreach, UFMP, Ordinance	Consultant	269,000.00	10,000.00	279,000.00
	Develop site specific project designs	30 planting plans	16,000.00		16,000.00
	Sidewalk and concrete cutting to prepare tree plantings	\$2,500 per cut-out, 10 cut-outs	25,000.00		25,000.00
	California Conservation Corps, tree planting and tree establishment	Labor calculated at \$24/hr, 1200 hours	28,800.00	0.00	28,800.00
D. Travel			0.00	560.00	560.00
	Mileage	1000 miles x \$0.56/mile	0.00	560.00	560.00
E. Supplies			28,930.00	550.00	29,480.00
	Trees (260) & Replacement Trees (13)	273 #15 trees @ \$75/tree 273 @ \$10.00/tree, 820 @ \$0.70/tree, 120 yd @22/yd	20,475.00	0.00	20,475.00
	Tree Stakes, Ties, Mulch	50 @ \$25	5,944.00	0.00	5,944.00
	Hand Tools	Hoses, fittings, and hand watering materials	0.00	550.00	550.00
	Irrigation Materials	1 sign	1,591.00	0.00	1,591.00
	Project sign	260 @ \$2.00/tree	400.00	0.00	400.00
	Tree tags		520.00	0.00	520.00
F. Equipment			3,150.00	6,000.00	9,150.00
	Tractor rental for planting preparation	7 days, \$450 per day	3,150.00	1,500.00	3,150.00
	Water Buffalo, misc. small equipment			4,500.00	4,500.00
G. Outreach/Education			10,520.00	1,520.00	12,040.00
	Tree care pamphlets and other Outreach/Ed materials	2000 @ \$3.00/ea. Paid advertising for	6,220.00	1,520.00	7,740.00
	Engagement Materials Advertising community engagement		4,300.00	0.00	4,300.00
H. Other			28,600.00	0.00	28,600.00
	Post Grant Maintenance	\$110/tree	28,600.00	0.00	28,600.00
TOTAL DIRECT COSTS			625,000.00	233,351.00	858,351.00
INDIRECT COSTS		12%	75,000.00		75,000.00
TOTAL PROJECT COSTS			700,000.00	233,351.00	933,351.00
LESS Program Income			0.00		0.00
TOTAL GRANT PROPOSED COSTS			700,000.00	233,351.00	933,351.00
			75.00%	25.00%	100.00%



Watsonville Community Forest Project

Urban Canopy Cover and Community Planting Focus Area



RESOLUTION NO. _____ (CM)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WATSONVILLE APPROVING CONTRACT FOR CONSULTANT SERVICES BETWEEN THE CITY OF WATSONVILLE AND WATSONVILLE WETLANDS WATCH, A CORPORATION, TO SUPPORT THE CITY WITH TREE PLANTING, URBAN FOREST MANAGEMENT PLAN DEVELOPMENT AND GRANT ADMINISTRATION / REPORTING TO MEET GRANT PROJECT OBJECTIVES FOR THE WATSONVILLE COMMUNITY FORESTRY PROJECT, IN AN AMOUNT NOT TO EXCEED \$349,800; AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE SAME; AND AUTHORIZING BUDGET APPROPRIATION OF AN AMOUNT NOT TO EXCEED \$349,800 FROM THE SPECIAL GRANTS FUND

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATSONVILLE, CALIFORNIA, AS FOLLOWS:

1. That the Contract between the City of Watsonville and Watsonville Wetlands Watch, a corporation, to support the City with tree planting, Urban Forest Management Plan Development, and grant administration / reporting to meet grant project objectives for the Watsonville Community Forestry Project, in an amount not to exceed \$349,800, a copy of which Contract is attached hereto and incorporated herein by this reference, is fair and equitable and is hereby ratified and approved.

2. Consultant shall file FPPC form 700s and 805s pursuant to section 19 of the Contract.

3. That the City Manager be and is hereby authorized and directed to execute said Contract for and on behalf of the City of Watsonville.

4. That the budget appropriation of \$349,800 from the Special Grants Fund [0260] is hereby authorized.

**CONTRACT FOR CONSULTANT SERVICES BETWEEN
THE CITY OF WATSONVILLE AND WATSONVILLE WETLANDS WATCH**

THIS CONTRACT, is made and entered into this _____, by and between the **City of Watsonville**, a municipal corporation, hereinafter called "City," and **Watsonville Wetlands Watch**, a corporation, hereinafter called "Consultant."

WITNESSETH

WHEREAS, the City needs to obtain certain professional, technical and/or specialized services of an independent contractor to assist the City in the most economical manner; and

WHEREAS, Consultant has represented that consultant has appropriate skill, training, qualifications, and experience to render such services called for under this Contract to City.

THE PARTIES HEREBY AGREE AS FOLLOWS:

SECTION 1. SCOPE OF SERVICES. Consultant shall perform those services described in detail in Exhibit "A," entitled "SCOPE OF SERVICES" which exhibit is attached hereto and incorporated herein.

SECTION 2. TERM OF CONTRACT. The term of this Contract shall be from May 15th, 2021 June 30th, 2024, inclusive.

SECTION 3. SCHEDULE OF PERFORMANCE. The services of Consultant are to be completed according to the schedule set out in Exhibit "B," entitled "SCHEDULE OF PERFORMANCE," which is attached hereto and incorporated herein. Consultant will diligently proceed with the agreed Scope of Services and will provide such services in a timely manner in accordance with the "SCHEDULE OF PERFORMANCE."

SECTION 4. COMPENSATION. The compensation to be paid to Consultant including both payment for professional services and reimbursable expenses as well as the rate and schedule of payment are set out in Exhibit "C" entitled "COMPENSATION," which is attached hereto and incorporated herein. This amount shall not exceed \$349,800.

SECTION 5. METHOD OF PAYMENT. Except as otherwise provided in Exhibit "C," each month, Consultant shall furnish to the City a statement describing the work performed for compensation during the preceding month. Such statement shall also include a detailed record of the month's actual reimbursable expenditures.

SECTION 6. INDEPENDENT CONSULTANT. It is understood and agreed that Consultant, in the performance of the work and services agreed to be performed by Consultant, shall act as and be an independent Consultant and not an agent or employee of City, and as an independent Consultant, shall obtain no rights to retirement

benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

SECTION 7. ASSIGNABILITY. Consultant shall not assign or transfer any interest in this Contract nor the performance of any of Consultant's obligations hereunder, without the prior written consent of City, and any attempt by Consultant to so assign this Contract or any rights, duties or obligations arising hereunder shall be void and of no effect.

SECTION 8. INDEMNIFICATION. Consultant represents that Consultant has the expertise and experience necessary to perform the services and duties agreed to be performed by Consultant under this Contract, and City is relying upon the skill and knowledge of Consultant to perform said services and duties. Consultant agrees to defend, indemnify and hold harmless City, its officers, agents, and employees, against any loss or liability arising out of or resulting in any way from work performed by or on behalf of Consultant under this Contract or the errors or omissions by Consultant.

SECTION 9. INSURANCE.

A. Auto and Commercial General Liability Insurance. Consultant shall also maintain in full force and effect for the term of this Contract, automobile insurance and commercial general liability insurance with an insurance carrier satisfactory to City, which insurance shall include protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from any actual occurrence arising out of the performance of this Contract. The amounts of insurance shall not be less than the following:

(1) Commercial general liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000.00 per occurrence. If such insurance contains a general aggregate limit, such limit shall apply separately to each project Consultant performs for City. Such insurance shall (a) name City, its appointed and elected officials, and its employees as insureds; and (b) be primary with respect to insurance or self-insurance programs maintained by City and (c) contain standard separation of insured's provisions.

(2) Business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000.00 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

B. Workers' Compensation Insurance. In accordance with the provisions of Section 3700 of the Labor Code, Consultant shall be insured against liability for Workers' Compensation or undertake self-insurance. Consultant agrees to comply with such provisions before commencing performance of any work under this Contract.

C. Proof of Insurance to City before Notice to Proceed to Work. Consultant shall satisfactorily provide certificates and endorsements of insurance to the City Clerk before Notice to Proceed to Work of this Contract will be issued. Certificates and policies shall state that the policy shall not be canceled or reduced in coverage without thirty (30) days written notice to City. Approval of insurance by City shall not relieve or decrease the extent to which Consultant may be held responsible for payment of damages resulting from services or operations performed pursuant to this Contract. Consultant shall not perform any work under this Contract until Consultant has obtained the required insurance and until the required certificates have been submitted to the City and approved by the City Attorney. If Consultant fails or refuses to produce or maintain the insurance required by these provisions, or fails or refuses to furnish City required proof that insurance has been procured and is in force and paid for, City shall have the right at City's election to forthwith terminate this Contract immediately without any financial or contractual obligation to the City. As a result of such termination, the City reserves the right to employ another consultant to complete the project.

D. Written notice. Contractor shall provide immediate written notice if (1) any insurance policy required by this Contract is terminated; (2) any policy limit is reduced; (3) or any deductible or self insured retention is increased.

SECTION 10. NON-DISCRIMINATION. Consultant shall not discriminate, in any way, against any person on the basis of age, sex, race, color, creed, national origin, or disability in connection with or related to the performance of this Contract.

SECTION 11. TERMINATION.

A. City and Consultant shall have the right to terminate this Contract, without cause, by giving not less than ten (10) days written notice of termination.

B. If Consultant fails to perform any of its material obligations under this Contract, in addition to all other remedies provided by law, City may terminate this Contract immediately upon written notice.

C. The City Manager is empowered to terminate this Contract on behalf of City.

D. In the event of termination, Consultant shall deliver to City copies of all work papers, schedules, reports and other work performed by Consultant and upon receipt thereof, Consultant shall be paid in full for services performed and reimbursable expenses incurred to the date of termination.

SECTION 12. COMPLIANCE WITH LAWS. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments. Consultant shall obtain and maintain a City of Watsonville business license during the term of this Contract.

SECTION 13. GOVERNING LAW. City and Consultant agree that the law governing this Contract shall be that of the State of California. Any suit brought by either party against the other arising out of the performance of this Contract shall be filed and maintained in the Courts of the County of Santa Cruz.

SECTION 14. PRIOR CONTRACTS AND AMENDMENTS. This Contract represents the entire understanding of the parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Contract may only be modified by a written amendment.

SECTION 15. CONFIDENTIAL INFORMATION. Except as may be required by law, all data, documents, discussions, or other information developed or received by or for Consultant in performance of this Contract are confidential and not to be disclosed to any person except as authorized by the City Manager.

SECTION 16. OWNERSHIP OF MATERIALS. All reports, documents or other materials developed or received by Consultant or any other person engaged directly by Consultant to perform the services required hereunder shall be and remain the property of City without restriction or limitation upon their use.

SECTION 17. COVENANT AGAINST CONTINGENT FEES. The Consultant covenants that Consultant has not employed or retained any company or person to solicit or secure the Contract, and that Consultant has not paid or agreed to pay any company or person, any fees, commissions, percentage, brokerage fee, gift, or any other consideration contingent on or resulting from the award or making of this Contract. For breach or violation of this covenant, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the contract price or consideration or otherwise recover, the full amount of such fee, commission, percentage fee, gift, or contingency.

SECTION 18. WAIVER. Consultant agrees that waiver by City or any one or more of the conditions of performance under this Contract shall not be construed as waiver of any other condition of performance under this Contract.

SECTION 19. CONFLICT OF INTEREST.

A. A Consultant shall avoid all conflict of interest or appearance of conflict of interest in performance of this Contract. Consultant shall file a FPPC Form 700 disclosure statement, which form shall be filed with the City Clerk within thirty (30) days from the effective date of this Contract as applicable.

B. No member, officer, or employee of the City, during their tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the proceeds thereof and Consultant agrees not to allow, permit, grant, transfer, or otherwise do anything which will result in such member, officer, or employee of the City from having such interest.

SECTION 20. AUDIT BOOKS AND RECORDS. Consultant shall make available to City, its authorized agents, officers and employees, for examination any and all ledgers and books of account, invoices, vouchers, canceled checks and other records or documents evidencing or related to the expenditures and disbursements charged to the City, and shall furnish to City, its authorized agents and employees, such other evidence or information as City may require with respect to any such expense or disbursement charged by Consultant.

SECTION 21. NOTICES. All notices shall be personally served or mailed, postage prepaid, to the following addresses, or to such other address as may be designated by written notice by the parties:

CITY

City Clerk's Office
275 Main Street, Suite 400
Watsonville, CA 95076
(831) 768-3040

CONSULTANT

Watsonville Wetlands Watch
500 Harkins Slough Rd.
Watsonville, CA 95076
(831) 728-1156

SECTION 22. EXHIBITS:

Exhibit A: Scope of Services
Exhibit B: Schedule of Performance
Exhibit C: Compensation

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WITNESS THE EXECUTION HEREOF, on the day and year first hereinabove written.

CITY

CONSULTANT

**CITY OF WATSONVILLE,
a municipal corporation**

**WATSONVILLE WETLANDS WATCH, a
corporation**

BY

Matthew D. Huffaker, City Manager

BY

Jonathan Pilch, Executive Director

ATTEST:

BY

Beatriz Vázquez Flores, City Clerk

APPROVED AS TO FORM:

BY

Alan J. Smith, City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

The following scope of work follows the work designated for Watsonville Wetlands Watch (WWW) within the recently funded grant project, entitled The Watsonville Community Forest Project, of the California Department of Forestry and Fire Protection's Urban and Community Forestry Program.

Work will be accomplished within the following work categories:

Task 1. Tree Plantings and Care

The grant agreement between the City of Watsonville and the California Department of Forestry and Fire Protection includes the following deliverables:

1. Install 260 trees on City streets, parks, and neighborhoods
2. To support deliverable 1 above, host at least 20 public and local student education and outreach events that will also include surveying of residents and City resident engagement so as to increase our understanding of resident attitudes and guide further urban forest expansion activities. Watsonville Wetlands Watch and the City of Watsonville will co-facilitate these public events in order to support project effectiveness.
3. Develop and pilot a neighborhood tree planting program which will include neighborhood events and an adopt-a-tree tree volunteer stewardship program to engage City residents in urban forest stewardship and foster public interest and appreciation for urban forest expansion. This work will entail development of site owner/manager agreements consistent with the California Department of Forestry and Fire Protection's requirements for such agreements. Work will also entail planning and implementation of a neighborhood tree planting program designed to enhance City trees with public benefits to be planted on private property along parkways, streets, and other neighborhood areas.

Per the grant agreement, the following GHG benefits were proposed as the quantifiable metric associated with GHG sequestration for the project.

Table 1. Required Quantifiable Net GHG benefits

5A. Estimated carbon stored (MT CO₂e)	1049
5B. Estimated avoided emissions (MT CO₂)	133
5C. Estimated project emissions (MT CO₂)	59
5D. Net GHG benefit (MT CO₂e).	1124

Watsonville Wetlands Watch will be responsible to ensure that the tree planting component of the project meets or exceeds the project's required Net GHG benefit (MT CO₂e) as outlined above. Demonstration of the ways in which tree plantings will meet or exceed this requirement will be provided to the City and CalFire within the required Minimum Data Collection Attribute tables and carbon calculator (i.e. CTCC Carbon and Energy Savings Worksheet or iTree as required).

Watsonville Wetlands Watch will be responsible for all aspects of initial tree planting, care, and establishment. This will include working with the City on final tree selection, procurement of materials, and oversight of planting and establishment related maintenance and tree care. Either a resident or City, as the property owner, will maintain the long-term responsibility for care and maintenance of all planted trees.

Tree planting species lists will utilize the approved list from the grant agreement. Any changes to the approved list will be made with the approval of the California Department of Forestry and Fire Protection, per their guidelines and requirements related to carbon capture.

Task 2. Urban Forest Management Plan Development

To date, there does not exist a tree inventory, urban forest management plan, or tree preservation ordinance within the City. The City did however, complete an Urban Greening Plan, in 2012 which includes an Urban Street Tree chapter, which provided general recommendations for street tree development.

Building off of this prior work, the City and WWW will work with a consulting firm to develop the current tree inventory and canopy analysis that will focus on trees within City property and maintenance responsibility and includes trees on private property within the public realm to the extent practical. The tree inventory will include all trees located on public property such as sidewalks, streets, medians, and public parks. The inventory will include, but will not be limited to, collection of data required that corresponds to the CalFire Minimum Data Collection Attributes and will be collected within geographical subsections of the City. Data will be collected in a form compatible with ESRI GIS database requirements to facilitate the long-term management of data by the City and WWW. Following this, a tree inventory analysis will be performed, that provides information on urban forest structure (i.e. species composition, number of trees, tree density, tree health, and other characteristics), and provides information on important public health and environmental benefits, such as pollution removed, avoided run-off, public health benefits, total carbon stored, and net carbon sequestered annually. This work will help to quantify the economic, social, and environmental benefits of the tree canopy and support urban forest management needs.

In addition to the tree inventory, a tree canopy analysis will be performed to improve the understanding of the entirety of the City's trees, including those located outside of public property. This analysis will be a tree canopy coverage and distribution analysis that will provide an understanding of tree canopy coverage throughout the City and can be geographically segmented. The value of this geographic segmentation by region throughout the City is to help prioritize urban forest expansion activities. The City's Local Hazard Mitigation Plan, which is currently under development, has documented where in the City heat impacts associated with climate change will be most pronounced, based on the Trust for Public Land's Climate Smart City's tool, which uses average land surface temperature. The canopy analysis will integrate the understanding of how climate change will impact the City and how urban forest management and expansion activities can mitigate these impacts for Watsonville residents. It will also provide information on species composition, structure, and age.

Following this, an urban forest management plan will be developed that will have a lifespan of at minimum 40-50 years. This plan will ensure that the City has a clear understanding of its urban forest on public and private lands. The urban forest management plan process will include effective and Spanish/English community engagement and attitude surveys to inform the plan and forthcoming tree protection ordinance. The plan will provide the City and WWW with an effective roadmap for urban

forest management, maintenance of management activities, and quantifiable monitoring of urban forest management. The plan will include an equity analysis that helps to ensure urban forest management provides equitable benefits to Watsonville residents and will articulate a tree canopy cover goal for the City. The plan will also define the needs of a tree protection ordinance and articulate the monitoring and oversight responsibilities needed to effectively manage and maintain such an ordinance.

As a supplemental document, and in conjunction with this work, plans for 30 new urban forest expansion projects will be developed, in order to provide 'shovel-ready' projects that enable the City and partners to advance the goals of the urban forest management plan quickly after the plan is complete.

Following this, the City and WWW will develop and ensure adoption of a tree protection ordinance to be integrated into the City's municipal code. This ordinance will clearly define public and private trees and articulate the City's responsibilities with respect to each category of tree. It is expected to include evaluation of a tree protection plan for existing and new construction, a local Tree fund, and other protection measures and requirements. It will provide clear and consistent language for tree protection and management to support the monitoring and enforcement outlined within the policy.

Within the above stated description of activities, Watsonville Wetlands Watch staff will work alongside City staff to support development of the urban forest management plan, tree inventory, and draft ordinance language. Watsonville Wetlands Watch staff will serve as the lead in development of 30 new urban forest expansion projects with the support of City staff and the consulting team as needed and allowable within budgeted funds.

Task 3. Grant Administration and Reporting

Watsonville Wetlands Watch will conduct grant administration and reporting for the grant. This includes preparation of all tree related quarterly tracking reports, tracking of project progress against project deliverables, quarterly progress reports, creation of quarterly invoices, creation of quarterly match statements, and support for related correspondence with the City of Watsonville and the California Department of Forestry and Fire Protection. The City will maintain responsibility for all financial tracking for both grant expenses and project related matching expenses, and will provide this information to Watsonville Wetlands Watch in order to support the timely submission of grant reports and invoices. Following receipt of the financial expenses incurred by the City under the grant agreement, Watsonville Wetlands Watch will prepare the invoice package, backup documentation, and final reports and provide them to the City. The City will be responsible for submission of the invoice package and Watsonville Wetlands Watch will support any follow up as required by the California Department of Forestry and Fire Protection.

EXHIBIT "B"

SCHEDULE OF PERFORMANCE

Services shall commence immediately upon execution of this Contract. All services performed under the provisions of this Contract shall be completed in accordance with the following schedule:

WWW Lead	WWW Support	Task	2021	2022	2023
	x	Initiate development of an urban forest management plan, per CalFire guidelines	x		
	x	Initiate a comprehensive bi-lingual (Spanish/English) resident survey to support the urban forest management plan and ordinance development	x		
	x	Develop a comprehensive urban forest inventory/canopy analysis for the City of Watsonville	x		
x		Initiate installation of 260 trees on City streets, parks, and neighborhoods	x		
x		Host at least 20 student and community volunteer tree planting projects	x	x	x
x		Establish and neighborhood tree planting program for residents	x	x	x
x		Develop project designs and plans for at least 30 future street, neighborhood, and school tree plantings that can be implemented as shovel-ready projects following the urban forest management plan creation		x	x
	x	Establish a tree canopy cover goal for the City.		x	
	x	Complete a comprehensive bi-lingual (Spanish/English) resident survey to support the urban forest management plan and ordinance development		x	
	x	Complete development of an urban forest management plan, per CalFire guidelines		x	
	x	Develop and adopt a City of Watsonville tree preservation ordinance			x

WWW Lead	WWW Support	Task	2021	2022	2023
x		Complete installation of 260 trees on City streets, parks, and neighborhoods during 20 public and local student education and outreach events, neighborhood outreach events, and establishment of a volunteer adopt a tree program			x
x		Project and grant administration	x	x	x

All services to be completed by June 30, 2024

EXHIBIT "C"

COMPENSATION

a. Total Compensation. The total obligation of City under this Contract shall not exceed \$349,800.

b. Basis for Payment. Payment(s) to Consultant for services performed under this contract shall be made as follows and shall not include payment for reimbursable expenses:

Quarterly or Biannual invoices should be submitted, according to the grant reporting requirements which may fluctuate. Watsonville Wetlands Watch and the City will mutually agree on the invoicing and reporting frequency.

Quarterly invoices and Grant Administration reports are due 15 calendar days after the last day in the preceding quarter according to the following schedule:

1/1 – 3/31, Invoice & Report Due 4/15
4/1 – 6/30, Invoice & Report Due 7/15
7/1 – 9/30, Invoice & Report Due 10/15
10/1 – 12/31, Invoice & Report Due 1/15

Alternatively, Biannual invoices and Grant Administration reports are due 15 calendar days after the last day in the preceding biannual period according to the following schedule:

4/1 – 9/30, Invoice and Report Due 10/15
10/1 – 3/31, Invoice and Report Due 4/15

c. Payment Request. Consultant shall submit a request for payment for services on a monthly basis by letter to Director, or said Director's designated representative. Such request for payment shall cover the preceding monthly period during the term hereof, shall note the City's purchase order number for this contract, shall contain a detailed listing of the total number of items or tasks or hours for which payment is requested, the individual dates on which such services were rendered, and invoices for reimbursable expenses, if any. Upon receipt in the Office of Director of said payment request, Director shall cause payment to be initiated to Consultant for appropriate compensation.

The following budget is derived from the approved Watsonville Community Forest Grant application:

Watsonville Community Forest Project Budget						
Budget Item	Description	Cost Basis	CAL FIRE Grant Watsonville Wetlands Watch	CAL FIRE Grant City of Watsonville	Grantee Match	Total
A. Salaries and Wages			\$ 143,800.00	\$ 20,000.00	\$ 182,371.00	\$ 346,171.00
	City of Watsonville Staff (Planning, Outreach, UFMP)	1500 hours x \$50/hour			\$ 75,000.00	\$ 75,000.00
	City of Watsonville Parks Maintenance Staff Tree Planting, Establishment	1600 hours x \$25/hour		\$ 20,000.00	\$ 20,000.00	\$ 40,000.00
	Watsonville Wetlands Watch Support for Planning, Outreach, UFMP, Tree Planting, Establishment	5500 hours x \$30/hr	\$ 143,800.00		\$ 21,200.00	\$ 165,000.00
	Volunteer Labor for Tree Planting and Care, Engagement Activities	2100 hours x 31.51/hr			\$ 66,171.00	\$ 66,171.00
B. Employee Benefits			\$ 44,000.00	\$ 7,200.00	\$ 32,350.00	\$ 83,550.00
	City of Watsonville Staff	1200 hours x \$15/hour			\$ 18,000.00	\$ 18,000.00
	City of Watsonville Parks Maintenance Staff	2 staff @1600 hrs x \$9/hr		\$ 7,200.00	\$ 7,200.00	\$ 14,400.00
	Watsonville Wetlands Watch Support for Tree Planting, Inventory, Urban Forest Management Plan, Ordinance	5500 x 9.30/hr	\$ 44,000.00		\$ 7,150.00	\$ 51,150.00
C. Contractual			\$ 44,800.00	\$ 294,000.00	\$ 10,000.00	\$ 348,800.00
	Tree Canopy Analysis, Inventory, Outreach, UFMP, Ordinance			\$ 269,000.00	\$ 10,000.00	\$ 279,000.00
	Develop site specific project designs	30 planting plans	\$ 16,000.00			\$ 16,000.00
	Sidewalk and concrete cutting to prepare tree plantings	\$2,500 per cut-out, 10 cut-outs		\$ 25,000.00		\$ 25,000.00
	California Conservation Corps, tree planting and tree establishment	Labor calculated at \$24/hr, 1200 hours	\$ 28,800.00		\$ -	\$ 28,800.00
D. Travel				\$ -	\$ 560.00	\$ 560.00
	Mileage	1000 miles x \$0.56/mile		\$ -	\$ 560.00	\$ 560.00
E. Supplies			\$ 28,530.00	\$ 400.00	\$ 550.00	\$ 29,480.00
	Trees (260) & Replacement Trees (13)	273 #15 trees @ \$75/tree	\$ 20,475.00		\$ -	\$ -
	Tree Stakes, Ties, Mulch	273 @ \$10.00/tree, 820 @ \$0.70/tree, 120 yd @22/yard	\$ 5,944.00		\$ -	\$ 5,944.00
	Hand Tools	50 @ \$25		\$ -	\$ 550.00	\$ 550.00
	Irrigation Materials	Hoses, fittings, and hand watering materials	\$ 1,591.00		\$ -	\$ 1,591.00
	Project sign	1 sign		\$ 400.00	\$ -	\$ 400.00
	Tree tags	260 @\$2.00/tree	\$ 520.00		\$ -	\$ 520.00
F. Equipment			\$ 3,150.00	\$ -	\$ 6,000.00	\$ 6,000.00
	Tractor rental for planting preparation	7 days, \$450 per day	\$ 3,150.00	\$ -	\$ 1,500.00	\$ 3,150.00
	Water Buffalo, misc. small equipment				\$ 4,500.00	\$ 4,500.00
G. Outreach/Education			\$ 10,520.00	\$ -	\$ 1,520.00	\$ 1,520.00
	Tree care pamphlets and other Outreach/Ed materials	2000 @ \$3.00/ea.	\$ 6,220.00		\$ 1,520.00	\$ 1,520.00
	Engagement Materials Advertising	Paid advertising for community engagement	\$ 4,300.00		\$ -	\$ -

H. Other				\$ 28,600.00	\$ -	\$ 28,600.00
	Post Grant Maintenance	\$110/tree		\$ 28,600.00	\$ -	\$ 28,600.00
TOTAL DIRECT COSTS			\$ 274,800.00	\$ 350,200.00	\$ 233,351.00	\$ 858,351.00
INDIRECT COSTS		12%	\$ 75,000.00			\$ 75,000.00
TOTAL PROJECT COSTS			\$ 349,800.00	\$ 350,200.00	\$ 233,351.00	\$ 933,351.00
LESS Program Income				\$ -		\$ -
TOTAL GRANT PROPOSED COSTS			\$ 349,800.00	\$ 350,200.00	\$ 233,351.00	\$ 933,351.00
Combined CalFire Grant Cost Only			\$ 700,000.00			

Catering Trucks



Presentation by Watsonville Police, Community Development, and Fire Departments



Current Ordinance

- Requires all Traveling Merchants that engage in business to obtain a traveling merchant permit, business license, Environmental Health Permit and Fire inspection.
- Permits expire on June 30th or end of the duration of activity.
- Shall not park for more than ten minutes in any particular location. Exceptions apply.
- Shall only operate in industrial areas of the City.
- Duty of police officers to enforce.
- Police officers, police service specialists or anyone designated has the authority to issue a citation for any violations incurred.



**MOBILE STREET
VENDING**

.....

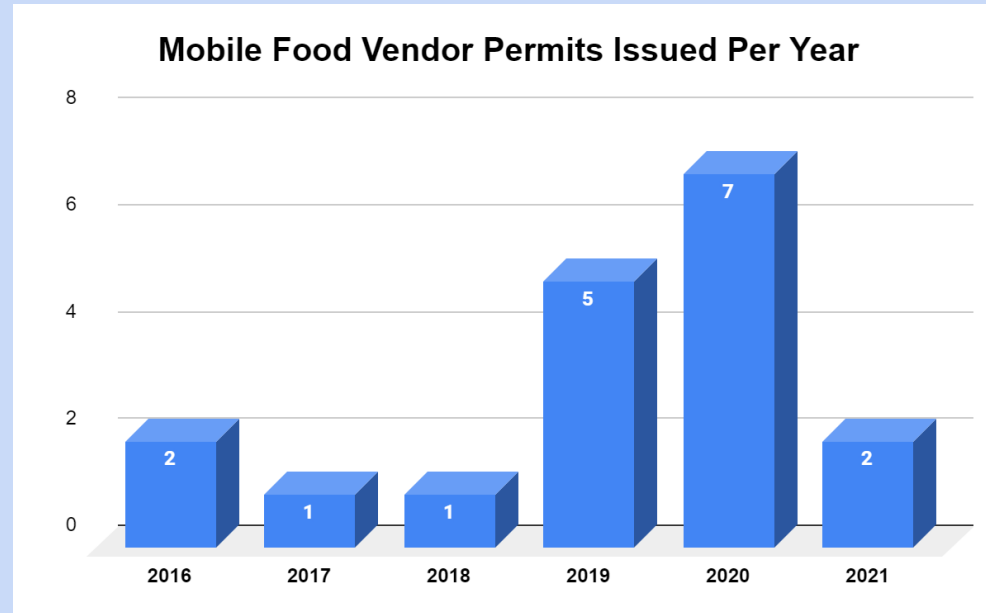


Pamphlet

Current Permit Process

- Business Owners that inquire about a Mobile Food Vendor Permit get routed to the Police Department.
- Business Owners are provided the following:
 - Permit Application
 - LiveScan Application (Background)
 - Business License Application
 - Pamphlet with list of required documents
- Business owners will return to PD with all 3 completed applications and required documents, and will be preapproved and sent over to CDD to obtain their business license.
- CDD receives the Business License Application along with required documents. After the license is approved, the business owners get routed back to the PD.
- PD makes a copy of their Business License, processes permit payment (Currently \$270), takes their photo and gives them their Mobile Food Vendor Permit.

Vendors by the Numbers



- 8 valid permit holders as of today
- Approximate vendors that are currently unpermitted: 10
 - 5 started the process but never completed.



Fire Inspection Process

- Catering truck owners/event coordinators schedule a fire inspection with a Fire Department representative.
- The inspection will include the following:
 - Commercial Cooking Hood System
 - Automatic fire extinguishing system
 - Liquified petroleum gas (propane)
 - Portable generators
 - Portable fire extinguishers
 - Storage
 - Exit way
 - Electrical

Community Concerns



Take away business from brick and mortar restaurants

Expanding to all areas of town

They look cluttered parked at gas stations and at existing restaurants

Not following local regulations

Catering Truck Benefits

Less expensive than a brick and mortar restaurant for start-up businesses

Portable

Flexible hours

Expand the range of dining options





What are Other Cities Doing?

CRITERIA	City of Santa Cruz	City of Gilroy	City of Monterey	City of Salinas
Limits on # trucks	no	no	no	27
department responsible	police	police	public works	public works/city manager's office
allowance on private property	yes with CUP	yes- for employees of property only	2 hours per day w/out CUP	yes

CRITERIA	City of Santa Cruz	City of Gilroy	City of Monterey	City of Salinas
separation requirements	300' from school/park	300' from school	yes	300' from schools, 500' from any other catering truck. 20' from driveway, 40' from intersection
limits on streets where allowed	yes	no	yes	yes- per city engineer
hours of operation	8 am to 9 pm		8 am to 8 pm	8 am to 5 pm

CRITERIA	City of Santa Cruz	City of Gilroy	City of Monterey	City of Salinas
zoning districts allowed	no restrictions	no commercial zones	no restrictions	No restrictions
provide garbage cans	yes	no	yes	yes
restroom requirement	no		yes for long term	yes within 200 feet

CRITERIA	City of Santa Cruz	City of Gilroy	City of Monterey	City of Salinas
time limits on public Right of Way	4 hours, residential: 15 minutes	10 minutes	1 hour	not specified
approvals required	health, fire, seller's permit, business license, police permit	police permit	health, seller's permit, business license	business license, health permit, vendor permit

Council Direction

Should the City explore modifications to the current ordinance?

Conduct business and community stakeholder outreach?

Are there specific changes the Council would like staff to review?



Marisa Fernandez <marisa.fernandez@cityofwatsonville.org>

We all have families please forward to all city council people and city a manger and mayor

Fernando Munoz <fernmunoz@icloud.com>
To: marisa.fernandez@cityofwatsonville.org

Tue, May 11, 2021 at 10:08 AM

Hello,

The food trucks are confusing administrative red tape and cost with operating cost. And example is how many tens of thousands in fees did MacDonalda pay I. Order to demo and build and traffic impacts? Comapre that to a food truck when they open?

Food trucks have been the #1 business in Watsonville In the last 18 months believe me they are not struggling if they were they wouldn't be doing it!

Food trucks want a high profit low cost of entry business with no fees. The risk of going out of businesses is a reality for every business. The argument that cost and rules would put them out doesn't hold water. Well my argument is that food trucks are going to put me out of business. If food trucks are for the people and the community when was the last time a food truck sponsored any local non profit or youth sport? How much is getting cycled back to the community financially?

The guy who's going to run the pinto lake flee market is going to make a killing at the gate with the parking fees. Sal Jimenez of the red barn told me he makes thousands a week just on the parking fees! I urge that the city youth development department and youth activities department take over the gate fee and collect the 8\$ per car parking fee and have that money go directly back to the local kids.

I plan on opening a food truck soon and I plan on doing it for one reason and one self-indulgent reason and that's because the food truck business will directly benefit me! Food trucks do not pay the fees that brick and mortar pay and in many cases they charge more than brick and mortars. Example just my yearly garbage bill is way more money than a food truck will pay cumulatively with all their fees. YOU NEED TO PAY TO PLAY...and they need regulations and guidelines....every time I'm at risk of going out of business example the pandemic shut down I need to get creative hustle push and move on. This is a time for food trucks to get creative no more FREE PASS AND FREE MEAL TICKET to make thousands and thousands per week...

Sent from my iPhone



IMG_1095.PNG
1418K