

CITY OF WOODLAND

ADOPTED BUDGET

FISCAL YEAR 2021-2022



CITY OF WOODLAND

FISCAL YEAR 2021-2022

ADOPTED BUDGET

MEMBERS OF THE CITY COUNCIL

Tom Stallard, Mayor

Mayra Vega, Mayor Pro Tempore

Richard Lansburgh, Council Member

Victoria Fernandez, Council Member

Tania Garcia-Cadena, Council Member



STAFF

Ken Hiatt, City Manager

Brent Meyer, Community Development Director

Kim McKinney, Director of Administrative Services

Ana Gonzalez, City Clerk

Ethan Walsh, City Attorney

Derrek Kaff, Police Chief

Eric Zane, Fire Chief

Craig Locke, Public Works Director

Christine Engel, Community Services Director

Greta Galindo, Library Services Director

PREPARED BY

Kim McKinney, Director of Administrative Services

Evis Morales, Finance Officer

Lynn Johnson, Senior Management Analyst

The Mission of Woodland is.....

The City of Woodland will create and sustain community vitality by:

- Providing quality services, programs and facilities
- Safeguarding our community
- Promoting community involvement
- Planning for our City's future

RESOLUTION NO. 7747

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
ADOPTING THE FISCAL YEAR 2021-2022 ANNUAL BUDGET**

WHEREAS, a balanced annual budget for the City of Woodland has been prepared for fiscal year 2021-2022 and presented to the City Council and reviewed at a public meeting on April 6, 2021, May 18, 2021; and

WHEREAS, the proposed budget also includes the fiscal year 2021-2022 budgets for the Woodland Finance Authority and the Successor Agency to the former Woodland Redevelopment Agency; and

WHEREAS, the budget for Capital Improvement Plan for fiscal year 2021-2022 has been prepared; and

WHEREAS, all appropriations for the prior fiscal year shall lapse at the end of fiscal year 2021-2022 and any remaining amounts shall be credited against their respective fund balances, except for:

- a. Any unexpended but encumbered amounts for specific orders outstanding at the end of the Fiscal Year, and
- b. Any appropriations for incomplete capital projects at the end of fiscal year 2021-2022; and

WHEREAS, for these exceptions, such carry-overs may be made without further City Council action,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODLAND HEREBY RESOLVES:

Section 1. The 2021-2022 Annual Budget is hereby adopted for the following funds (detail shown as Exhibit A):

General Fund	\$61,182,301
Enterprise Funds	60,552,876
Special Revenue Funds	21,116,454
Internal Service Funds	18,698,964
Capital Funds	15,276,045
Spring Lake Funds	19,264,028
Debt Service Funds	8,958,615
Successor Agency	923,315
Total	\$205,972,598

Section 2. The one-time and ongoing funding recommendations outlined in the proposed budget are hereby approved, including budget balancing deletion of positions described therein.

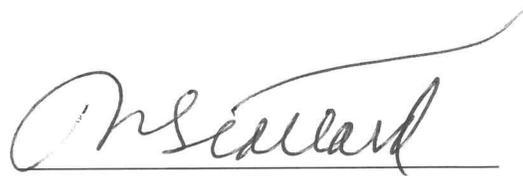
Section 3. Full-time Equivalent positions are hereby approved, by classification, as detailed in Exhibit B.

Section 4. Appropriations are hereby made at the individual fund level. The City Manager and Finance Officer are authorized to make budgetary transfers within an individual fund, so long as total appropriations for such fund remain unchanged. Interfund loans and/or transfers necessary to support fund level appropriations are hereby approved and authorized. Any changes to total fund level appropriations require further Council action.

Section 7. The City Manager and Finance Officer are hereby authorized to implement this resolution, including issuing the 2021-2022 Budget, together with any non-substantive corrections to the proposed budget adopted by this Council.

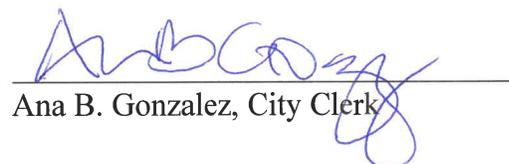
PASSED AND ADOPTED by the City Council of the City of Woodland at a regular meeting of the City Council held on the 15th day of June, 2021, by the following vote:

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



Tom Stallard, Mayor

ATTEST:



Ana B. Gonzalez, City Clerk

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July 1, 2021

Honorable Mayor and Members of the City Council:

Along with other state and local agencies across the country, the City of Woodland has faced a difficult year in FY2020/21 and unexpected budget challenges due to COVID-19 pandemic. Staff initially anticipated the COVID-19 pandemic to have a profound impact on City revenues and adjusted expenditures to those expectation with the adoption of the FY2020/21 budget. Reflecting on the past year with health orders and large segments of the economy that were shut-down, the City has generated Sales and Property Taxes higher than the downgraded revenues originally projected. This has provided the City more flexibility in planning the Adopted FY2021/22 Budget and addressing priority needs. It continues to be a challenge to anticipate the overall duration of the COVID-19 pandemic and its lingering effects, however, the City appears to have weathered through this time better than expected and the local economy is regaining momentum. With the City's prudent financial practices, including long-term financial planning and conservative budget approach, reserve balances have been built and maintained, which allows the City to address projected General Fund annual operating deficits in a thoughtful and strategic manner while continuing to address priority needs.

The adopted spending plan totals \$205.97 million, supporting city operating funds (\$156.5 million), capital funds (\$23.7 million) and debt service obligations (\$25.8 million) and represents an increase of 11% from the FY2020/21 adopted budget. Consistent with previous years, costs associated with the City's investment management function (\$450,000) are not shown as expenditure appropriations, but instead are netted against total investment income for the fiscal year.

Because the COVID-19 pandemic continues to create uncertainty around City revenues and operations, the overall FY2021/22 Budget has been carefully developed with critical one-time funding recommendations necessary to address specific priority needs and limited recurring additions to the baseline budget. These additions (one-time and recurring costs) are aligned with City Council priorities. The budget includes anticipated revenues developed in coordination with the City's tax revenue consultants based on economic indicators and includes continued financial impacts of the COVID-19 pandemic. While the City has experienced tax revenue reductions from "brick and mortar" businesses, some of the loss has been off-set by an increase in taxable online sales. Tax revenue impacts along with other impacted revenues, are reflected in the five-year General Fund forecast.

The budget includes a set of specific funding recommendations totaling \$3.2 million, including \$2.6 million in one-time funding allocations and \$659,890 in ongoing budget augmentations. The Adopted Budget includes funding recommendations to support six (6) new positions including three COPS Grant sworn officer positions, three (3) Senior Records Specialist positions as well as minor position adjustments in Administrative Services, Public Works, and the Library. The adopted FY2021/22 full-time equivalent

staffing level of 317 positions remains 35.5 positions (10%) fewer than pre-recession staffing levels of FY2008/09.

The General Fund budget, totaling \$61.2 million, represents an increase of \$7.0 million (13%) over the prior year, including \$2.1 million of one-time funding allocations from available excess General Fund reserves. The overall budget, which includes specific funding recommendations to meet select priority needs would, result in an anticipated year-end fund balance in the General Fund of \$14.3 million (27.7%), or \$4.0 million above the Council adopted reserve policy level of 20%.

The adopted FY2021/22 Capital Improvement Program (CIP) budget includes funding recommendations totaling \$22.5 million, of which \$11.7 million is allocated for investment in transportation infrastructure, \$9.2 million to advance capital projects within the water and sewer utilities, \$1.4 million Spring Lake Infrastructure projects, \$100,000 supports park and library facility improvements, and \$65,000 in the General category to carry out a state grant funded cost recovery fee analysis. The CIP includes funding of \$1.5 million from Measure E and \$2.5 million from Measure F, consistent with the FY2021/22 funding allocations presented to the Council via the respective spending plans. The budget also includes a reserve set-aside of \$575,000 in available Measure F fund balance for future rehabilitation of the City's public parking lot behind the Hotel Woodland and an additional reserve set-aside of \$500,000 in available Measure J fund balance for a future Southeast Area Pool.

The overall budget remains consistent with the city's framework for advancing the Council's goal of fiscal stability. The FY2021/22 budget uses a modest amount of budget flexibility to address priority needs. As the city continues to make progress in tackling its long-term structural budget deficit, focus remains on efforts to manage personnel costs and address unfunded liabilities. Specifically, while the budget shows a deficit of \$799,107 for FY2021/22, staff is planning for the first year of revenue recovery of approximately \$3.0 million via the federally approved American Rescue Plan funds, which can be used to pay for certain general government costs that can free up other General Fund resources. The General Fund forecast reflects a projected operating deficit of \$1.7 million for FY2022/23, growing to \$3.3 million by the end of the five-year forecast's planning horizon. This ongoing budget gap is attributable to expenditures outpacing revenues and mostly associated with projected increases in CalPERS retirement contribution rates resulting from lower interest earnings assumptions adopted by the CalPERS Board, and underperforming investment returns. The City continues to explore options of making additional payments toward the unfunded pension liabilities to ease the pressure and impact of future pension costs.

Budget Recommendations: Overall, the Adopted Budget is consistent with the budget framework developed over the past several fiscal years as well as feedback provided by the City Council through its regular quarterly budget updates, the Spring Budget Workshops held in April.

As has been the case in recent years, the budget necessarily incorporates fairly conservative revenue estimates, which contribute to limited discretionary budget flexibility. Nonetheless, the ability of the City to maintain, and increase, reserve levels has provided an opportunity to exercise diligence in implementing long-term, sustainable structural budget changes, while also providing the ability to utilize a prudent amount of one-time funding to address priority needs, above what can be supported by the baseline budget.

Several baseline General Fund budget adjustments are recommended in order to support priority unmet needs.

City Manager's Transmittal

The following summarizes the specific General Fund one-time and recurring funding recommendations included as part of the FY2021/22 Adopted Budget:

One-time

Three (3) Senior Records Specialists -Savings will be realized with YECA Contract	\$318,885
Municipal Service Center - Future Roof Replacement - Partial Contribution	\$250,000
Three (3) COPS Grant Patrol Officer - Vehicle and Equipment (Year 1 of 2)	\$146,312
Contract Services - Building Inspection - Plan Check	\$100,000
Continuation of Traffic Calming Program	\$50,000
Code Violation - Abatement funding	\$50,000
Fire Station Alerting	\$40,000
Police Public Relations Consulting Contract Service	\$30,000
Temporary Staff - Building Inspection	\$25,000
Special Event funding	\$25,000
Abandoned RV towing	\$20,000
Equipment Rental - Tree Stump Removal	\$5,000
Rock Steady Boxing - Supplies	\$3,000
	<hr/>
	\$1,063,197

New Fire Station Set-Aside	<hr/>
	\$1,000,000

Total General Fund One-Time Funding Recommendations **\$2,063,197**

Recurring

Three (3) COPS Grant Patrol Officers - Personnel (Year 1 of 2)	\$429,841
City share - County Mental Health Clinician	\$60,000
Three (3) Senior Records Specialists	\$53,973
Woodland Regional Park - Staffing and Maintenance	\$25,000
Equipment Replacement for Police	\$8,660
Continued Use of Two (2) Older Police Vehicles - Vehicle Maintenance Cost	\$5,000
Economic Development - Increase in Regional Memberships	\$2,000
	<hr/>

Total General Fund Recurring Funding Recommendations **\$584,474**

City Manager’s Transmittal

One-time

Measure J - Community College Promise Program (1 of 2 years)	\$100,000
Woodland's Fast Pitch	\$8,000
Facilities Replacement Fund - Various priority projects in City facilities	\$124,255
Water Enterprise - Small project funding for the City's Environmental Division	\$3,000
Sewer Enterprise - Smart Man-hole covers for sewer lines	\$11,955
Measure F - Park Projects funding from reserves	\$175,018
Assistance to Firefighters Grant Match (for radios)	\$45,000
Police equipment Replacement	\$3,200
Sidewalk Gutter and Repair	\$50,000

Total Other Funds One-Time Funding Recommendations **\$520,428**

Recurring

Measure J - Temporary Position to Assist with Pool Maintenance	\$16,000
Library Square-One Position Reclassification	\$12,000
Water Enterprise - Mini Excavator Replacement and Maintenance Cost	\$9,336
Generator Transfer Switch Testing for City facilities	\$7,500
Sewer Enterprise - Man-hole repair and maintenance materials	\$14,000
Generator Transfer Switch Testing for City facilities	\$7,500
Upgrade a Maintenance Worker from I/II to III/IV	\$7,073
Smart Man-hole covers - maintenance & monitoring	\$1,221
Storm Drain Fund - Upgrade a Maintenance Worker from I/II to III/IV	\$786

Total Other Funds Recurring Funding Recommendations **\$75,416**

Capital Budget Overview

A major component of the city’s annual budget process is the update to the five-year Capital Improvement Program (CIP). For FY2021/22, the CIP budget proposes funding totaling \$22.5 million, allocated as follows:

Project Category	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
Fire	\$ 1,164,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
General	\$ 1,090,000	\$ 5,207,146	\$ 65,000	\$ -	\$ -	\$ -
Library	\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
Park Facilities	\$ 1,436,500	\$ 1,131,998	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Sewer	\$ 14,833,299	\$ 3,110,000	\$ 3,045,000	\$ 4,900,000	\$ 2,110,000	\$ 3,470,000
SLIF Infrastructure	\$ 18,558,000	\$ 2,820,000	\$ 1,405,000	\$ -	\$ -	\$ -
Storm Drain	\$ 5,729,000	\$ 800,000	\$ -	\$ -	\$ -	\$ -
Transportation	\$ 7,348,938	\$ 19,198,700	\$ 11,722,617	\$ 5,411,000	\$ 4,030,000	\$ 4,630,000
Water	\$ 9,244,881	\$ 6,567,017	\$ 6,140,000	\$ 4,400,000	\$ 3,800,000	\$ 600,000
Grand Total	\$ 59,404,618	\$ 38,969,861	\$ 22,477,617	\$ 14,811,000	\$ 10,040,000	\$ 8,800,000

CIP highlights for FY2021/22 include:

Water and Sewer

1. 2022 Water & Sewer Repair & Replacement (Pendegast & College)
2. Large Diameter Wastewater Pipeline Repair, Replacement & Lining

City Manager's Transmittal

3. Groundwater Monitoring Wells
4. Water Pollution Asset Replacement Project
5. Annual Sewer Repair & Replacement
6. Replacement of Orangeberg Sewer Laterals

Transportation

1. East Main Street Improvement Project
2. Sports Park Drive Pedestrian Overcrossing
3. Matmor Rd & E. Gum Ave Rehab (2020 Rehabilitation)
4. Gibson Road Bicycle/Pedestrian Mobility Project - East to West St.
5. W. Gibson Road Safe Routes to School - West Street to County Road 98
6. 2021 Road Maintenance

Spring Lake Infrastructure Fees (SLIF)

1. State Route 113/County Road 25A Interchange Modifications, Phase 1
2. Gibson Road Interchange Modification

Measure E

Measure E (MSE) 1/2 cent sales tax revenue totaled \$52.5 million through the 12-year life of the measure. In addition to the sales tax revenues, the MSE fund also received supplemental funding from other funds totaling \$4.4 million, consisting mostly of interfund loan repayments from the Road Development Fund (Fund 582). Total MSE revenues, including sales taxes and current loan repayments, are projected to total \$56.9 million and expenditures are projected to total \$56.9 million through the life of the sales tax measure. In FY2021/22 revenue from interfund loan payments is expected to be \$1.56 million, and expenditures (two road projects) also total \$1.56 million.

Measure F

Measure F (MSF) revenues are estimated to total \$88.4 million through the 12-year life of the sales tax measure. Fiscal year 2021/22 revenues are estimated at approximately \$6.6 million, which is consistent with the assumption used for the sales tax forecast in the FY2021/22 preliminary Operations and Maintenance budget. Recommended appropriations for FY2021/22 total \$5,839,344, which includes \$273,218 in one-time funding recommendations above baseline budget. The approved spending plan also includes a reserve set-aside of \$575,000 in available fund balance for future rehabilitation of the City's public parking lot behind the Hotel Woodland.

Measure J

Measure J (MSJ) revenues are estimated to total \$22.1 million through the 8-year life of the sales tax measure. Actual appropriation of MSJ, which includes staffing and programming, occur annually with the adoption of the City's budget. Included in the spending plan for fiscal year 2021/22 is an anticipated \$3.3 million in revenues, with recommended appropriations of the \$3.3 million, which includes \$8,000 in one-time and \$128,000 in recurring funding recommendations above baseline budget. As part of City Council action on May 18, 2021, the spending plan now includes an additional reserve of \$500,000 for the Southeast Area Pool (future).

American Rescue Plan (ARP)

Final allocations from the U.S. Department of Treasury indicate that the City is eligible to receive \$11.1 million in COVID relief funds from the federal government through American Rescue Plan Act funds. Monies will be distributed in two (2) installments, \$5.55 million each, beginning in June 2021, and the City

will have until December 2026 to expend the funds. A new fund has been set up in the budget to house the ARP allocations and is included in the FY2021/22 budget.

The Department of Treasury also recently released guidance related to permitted use of funds. Staff is reviewing the guidance and will be reconvening the Council Subcommittee to outline preliminary framework for investing these one-time funds. Discussions with the County and School District have also been initiated to explore opportunities for leveraging impact and avoiding duplication of effort. We anticipate being back before the Council in the July/August timeframe with the preliminary funding recommendations.

Looking Ahead

As we prepare to transition to a new fiscal year, there are a number of issues on the horizon that will have a direct impact on the City's ability to sustain our current and service levels and/or provide additional budget flexibility to advance specific priority needs not provided for in this budget.

Property and Sales Tax Revenue Updates

The City's fiscal outlook has improved since last year with the impact of the COVID-19 pandemic, in large part due to the protracted economic recovery which has yielded modest but consistent growth in our major tax revenues. The FY2021/22 budget assumes ongoing modest growth in property and sales tax revenues. Projected growth in sales tax is mostly attributable to a rebound from the COVID-19 pandemic revenue losses and bringing the City return to pre-pandemic economic activity. The updated five-year forecast assumes a modest revenue growth rates in both property and sales tax through the remaining five-year forecast and consistent with most economic forecasts. The City will receive its official assessed valuation of the property tax rolls in early July, soon after adoption of the FY2021/22 budget, and will continue to receive quarterly updates of sales tax receipts and projections. In the short-run, actual property and sales tax receipts are likely to be within the range of assumptions used in the development of the FY2021/22 budget, and in the medium-term, the budget plan provides for a level of general fund reserves sufficient to absorb any economic correction that negatively impacts tax revenues. Staff will continue to monitor revenue receipts and other factors that could very well inform updated financial forecast assumptions over the five-year planning horizon.

Ongoing Labor Negotiations

The City has eight employee bargaining groups with contracts that expire at various times. Management has completed negotiations with bargaining groups whose labor agreements expire on June 30, 2021 and will initiate discussions over the course of the next year with other bargaining groups that expire on June 30, 2022. While certain assumptions have been incorporated into the Adopted Budget relative to personnel costs for employees represented by these bargaining groups, the terms of successor agreements may have direct short-term and long-term budget implications.

CalPERS Pension Costs

The Adopted Budget for FY2021/22 reflects the city's costs associated with employer contributions toward CalPERS pension obligations, as set by CalPERS for the coming fiscal year, and the five-year forecast, in turn, includes assumptions consistent with projected pension costs provided by CalPERS. In late July or early August updated CalPERS valuation reports are provided that will establish the pension contribution levels for FY2022/23 as well as updated five-year projections. The upcoming valuation reports (and those to follow) are expected to continue to have a significant impact on the city budget, particularly in light of last year's COVID19 investment losses that will begin impacting rates in FY2022/23. Staff is evaluating options to and will ultimately present to Council a proposal for use of excess fund

City Manager's Transmittal

reserves to make additional contributions to CalPERS within the next year to allow for future savings in overall City contribution rates.

Conclusion

As we look forward to implementing the budget for FY2021/22, staff continues to look for ways to leverage local funding to enhance programs and services consistent with City Council and community priorities. Through ongoing partnerships and collaborations with public and private sector partners, we are seeing the fruits of key initiatives undertaken over the past few years. With renewal of Measure E (now Measure F) and Measure J (which will be Measure R in FY2022/23) the City has more resources and certainty to be able to carry out existing efforts and future Council priorities. It is the overall goal of the Adopted Budget and long-term financial plan of the City to ensure that the City of Woodland can continue to deliver quality programs and services, invest in the future of the community, while sustaining a fiscally prudent budgetary framework.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ken Hiatt", with a stylized flourish at the end.

Ken Hiatt

City Manager

CITY COUNCIL PRIORITY GOALS 2020-2022



City Council Priority Goals

QUALITY OF LIFE
<i>Maintain and enhance Woodland's quality of life by promoting a wide range of parks and recreational facilities and activities, and provision of exceptional public services, consistent with community expectations.</i>
SUSTAINABILITY
<i>Foster a sustainable community for the next generation and protect and improve the quality of the natural environment and human well-being through stewardship of land, water, air and energy resources and by providing all residents with opportunities to live active and healthy lifestyles.</i>
STRENGTHEN DOWNTOWN
<i>Revitalize the Downtown district as the Heart of the City, and center of civic activity, by enhancing a mix of residential and commercial activity, while preserving its historic and cultural resources and small-town character.</i>
ECONOMIC DEVELOPMENT / JOB CREATION
<i>Provide for a diversified economic base with a range of employment opportunities by supporting growth of existing businesses, and providing expanded opportunities for new businesses through targeted infrastructure investments and leveraging existing community and regional assets.</i>
PUBLIC SAFETY
<i>Maintain and enhance Woodland's quality of life by ensuring the highest level of public safety.</i>
INFRASTRUCTURE
<i>Ensure that the City's physical infrastructure is planned, funded and maintained to provide for current and future community needs, in support of commercial, recreational and environmental requirements and standards, while managing the overall cost consistent with available resources.</i>
FISCAL RESPONSIBILITY
<i>Maintain structurally-balanced budget where current services can be sustained with ongoing, recurring revenues, while maintaining prudent reserves, adequately funding infrastructure maintenance and replacement needs, and addressing long-term unfunded liabilities and debt obligations.</i>
GOVERNANCE / ORGANIZATIONAL EFFECTIVENESS

Promote a local government and city organization that is committed to meeting the needs of the community, encourages collaboration, civic participation, and promotes accountability and transparency in the effective delivery of services.

CITY COUNCIL PRIORITY GOALS

Strategic Actions

QUALITY OF LIFE

Strategies

- Identify funding opportunities to further expand recreation programs and library services, to include focus on facility needs
- Ensure adequate funding to maintain parks, streetscapes, and other community amenities
- Update Bike Master Plan and implement projects to enhance bicycle and pedestrian friendly infrastructure and promote safe routes to school
- Implement traffic calming strategies to improve neighborhood livability
- Work collaboratively with WJUSD and WCC to embrace our youth and support enhanced educational opportunities and academic achievement goals
- Assess park utilization and work to promote expanded programming and community events in neighborhood parks
- Promote new development and re-investment that continues to enhance Woodland’s unique sense of place as a desirable place to live, learn, work and recreate
- Improve public outreach to all segments of the community related to city programming and services
- Implement programs and strategies to engage community around healthy active lifestyles
- Continue to implement programming consistent with the Measure J Spending Plan to expand recreational opportunities and increase Library hours of operation

SUSTAINABILITY

Strategies

- Implement the City’s 2035 Climate Action Plan by supporting projects and programs that:
 - Reduce non-renewable energy demand and increase renewable energy supply
 - Reduce private motor vehicle dependency
 - Maintain, enhance, and improve the City’s tree canopy
 - Reduce, reuse, and recycle solid waste
- Protect and enhance the natural quantity and qualities of surface water and groundwater resources, and expanded use of recycled water
- Support projects and programs that protect and enhance sensitive natural habitats
- Implement and support programs that promote the well-being of Woodland residents

STRENGTHEN DOWNTOWN

City Council Priority Goals

Strategies

- Update Downtown Specific Plan and project review procedures to streamline development consistent with General Plan Goals and Policies
- Improve Live/Work Balance in the Downtown district
- Seek to leverage remaining financing tools and tax credit programs to encourage reinvestment
- Continue efforts to enhance flexibility with regard to Code interpretations and fee structures for renovations of older downtown structures
- Continue to promote Special Events and Community Activities throughout the downtown
- Expand Arts & Entertainment Activities/Venues in Downtown
- Continue to make investments to enhance walkability and “Sense of Place”
- Effectively manage and allocate parking resources to maximize utilization of existing space

ECONOMIC DEVELOPMENT / JOB CREATION

Strategies

- Implement General Plan Policies that support diversification of economy
- Complete the Comprehensive Review of City Codes and Regulations to encourage new uses that increase jobs and fiscal benefits to the community
- Ensure the City has ample supply of “shovel ready” sites to attract new industry and retail services
- Develop Plan to Mitigate Flood Issues in City's Industrial Area
- Continue to Improve Business-Friendly Culture and Practices make City processes and procedures more “user friendly”
- Partner with existing food and agriculture Industry via the Food Front initiative to continue to reinforce Woodland’s reputation as the region’s epicenter of food and agriculture
- Support efforts to develop effective workforce readiness program(s) that provide the necessary skills and training to support the growth and evolution of our economy
- Market and promote targeted business opportunities in collaboration with local and regional agencies/organizations
- Ensure Woodland’s development fees and processes are regionally competitive

PUBLIC SAFETY

Strategies

- Ensure appropriate staffing and resource support of public safety departments to meet the current and future needs of our developing and growing community
- Expand Crime Prevention and Neighborhood Watch
- Implement Prevention and Intervention program for at-risk youth
- Review and update Fire Department Master Plan
- Explore opportunities for shared services and resources with neighboring agencies
- Enhance public education and outreach to all populations in support of public safety objectives
- Increase planning, preparedness, and technology to reduce community safety risks
- Increase transparency and trust by educating the community through the use of social media and special programs

City Council Priority Goals

- Improve traffic safety citywide

INFRASTRUCTURE

Strategies

- Sustainably manage City's overall water supply to ensure long-term reliability, resilient to changes to climate and environmental regulations
- Manage existing infrastructure to reduce long-term cost of maintenance and replacement needs
- Seek support for securing Federal/State, regional and local funding for major infrastructure projects
- Actively manage continuous process improvements at Wastewater Treatment Facility to facilitate expanded use of recycled water
- Explore regional opportunities for sharing of infrastructure facilities, reduce environmental impacts and costs
- Complete Lower Cache Creek Flood Control Plan
- Update Facilities Mater Plan to include energy efficiency

FISCAL RESPONSIBILITY

Strategies

- Ensure ongoing expenditures are supported by ongoing revenues; one-time sources applied to one-time needs
- Maintain prudent reserves across all major operating funds
- Explore opportunities to expand and diversify citywide revenue sources
- Achieve agreement on fair and sustainable labor contracts
- Implement measures to address long-term unfunded liabilities
- Reduce burden of existing debt obligations

GOVERNANCE / ORGANIZATIONAL EFFECTIVENESS

Strategies

- Expand and strengthen collaborations with Yolo County and its cities
- Actively engage in advocacy at State/Federal level to support City interests
- Partner with community-based organizations to leverage community assets towards common objectives
- Empower city employees and work groups
- Enable appropriate alternative service-delivery models
- Increase transparency and public trust through effective community outreach, public information and constituent services
- Expand opportunities for increased community engagement and public participation in civic affairs

QUALITY OF LIFE

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Maintain and enhance Woodland’s quality of life by promoting a wide range of parks and recreational facilities and activities, provision of exceptional public services, consistent with community expectations.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. Identify funding opportunities to further expand recreation programs and library services, to include focus on facility needs
- B. Ensure adequate funding to maintain parks, streetscapes, and other community amenities
- C. Update Bike Master Plan and implement projects to enhance bicycle and pedestrian friendly infrastructure and promote safe routes to school
- D. Implement traffic calming strategies to improve neighborhood livability
- E. Work collaboratively with WJUSD and WCC to embrace our youth and support enhanced educational opportunities and academic achievement goals
- F. Assess park utilization and work to promote expanded programming and community events in neighborhood parks
- G. Promote new development and re-investment that continues to enhance Woodland’s unique sense of place as a desirable place to live, learn, work and recreate
- H. Improve public outreach to all segments of the community related to city programming and services
- I. Implement programs and strategies to engage community around healthy active lifestyles
- J. Continue to implement programming consistent with the Measure J Spending Plan to expand recreational opportunities and increase Library hours of operation

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

INITIATIVES IN PROGRESS

- Pursue No Place Like Home Program funding to advance City’s Housing First Model addressing homelessness and expand collaboration with local and regional partners to expand housing options
- Develop funding options for a second community aquatics complex at Pioneer High School
- Complete improvements at the Woodland Regional Park to provide access to outdoor environmental resources as well as passive and active recreational opportunities
- Continue to work with user groups and the Woodland Recreation Foundation to advance new recreation facilities at the Sports Park
- Develop funding plan for continued work on short-term priority projects identified through the Library Master Plan
- Monitor impacts of legalized cannabis and review/update city and county’s regulatory provisions for commercial cannabis uses

City Council Priority Goals

- Update criteria for neighborhood traffic calming program and implement traffic calming strategies to improve neighborhood livability
- Expand citywide Volunteer Program in support of community projects, events and programs

PENDING INITIATIVES

- Update Joint Use Agreement between the City and the WJUSD
- Identify means to increase funding for maintenance of parks and urban forest
- Establish Summer Internship Program matching students with local businesses
- Explore collaboration with WJUSD on community-wide Youth Master Plan
- Assess feasibility of an on-demand micro-transit pilot project, as an alternative to fixed-route transit.

SUSTAINABILITY

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Foster a sustainable community for the next generation and protect and improve the quality of the natural environment and human well-being through stewardship of land, water, air, and energy resources and by providing all residents with opportunities to live active and healthy lifestyles.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. Implement the City's 2035 Climate Action Plan by supporting projects and programs that:
 - Reduce non-renewable energy demand and increase renewable energy supply
 - Reduce private motor vehicle dependency
 - Maintain, enhance, and improve the city's tree canopy
 - Reduce, reuse, and recycle solid waste
- B. Protect and enhance the natural quantity and qualities of surface water and groundwater resources, and expanded use of recycled water
- C. Support projects and programs that protect and enhance sensitive natural habitats
- D. Implement and support programs that promote improving the well-being of Woodland residents

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

INITIATIVES IN PROGRESS

- Update City's Agricultural Mitigation Ordinance consistent with General Plan policy objectives
- Update of Urban Forest Master Plan
- Revise Tree Ordinance related to development projects as well as add new requirements related to protecting certain trees on residential property
- Expand the City's use of recycled water (Phase II/III)
- Update the City's Bike Master Plan / Active Transportation Plan
- Continue to maintain and improve the city's pedestrian and bikeway network
- Complete a habitat conservation easement on the Woodland Regional Park (WRP) site
- Secure grant funding and construct 20 acres permanent and seasonal wetland at the WRP
- Partner with Tuleyome and Yolo Explorit on planning, design and grant-funding to develop Environmental Education Center at the WRP
- Review and update Municipal Code sections related to sustainability
- Expand communitywide health and wellness programs for youth, adults, and seniors
- Continue to implement youth and adult sport programs to promote physical fitness and improved well-being
- Improve energy efficiency of municipal facilities, vehicles and processes through integration of hybrid and electric vehicles
- Increase electric vehicle charging opportunities for City vehicles and the public

City Council Priority Goals

- Formalize and expand role of Sustainability Committee to assist with implementation of City's Climate Action Plan

STRENGTHEN DOWNTOWN

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Revitalize the Downtown district as the Heart of the City and center of civic activity, by enhancing mix of residential, commercial & entertainment activity, while preserving its historic and cultural resources and small-town character.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. Update Downtown Specific Plan and project review procedures to streamline development consistent with General Plan goals and policies
- B. Improve Live/Work Balance in the Downtown district
- C. Seek to leverage available financing tools and tax credit programs to encourage reinvestment
- D. Continue efforts to enhance flexibility with regard to Code interpretations and fee structures for renovations of older downtown structures
- E. Continue to promote Special Events and Community Activities throughout the downtown
- F. Expand Art & Entertainment Activities/Venues in Downtown
- G. Continue to make investments to enhance the walkability and “Sense of Place”
- H. Effectively manage and allocate parking resources to maximize utilization of existing space

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

INITIATIVES IN PROGRESS

- Update Downtown Specific Plan
- Complete Downtown Hotel Project
- Complete Wayfinding and Signage Upgrade
- Complete comprehensive downtown parking and access plan
- Develop strategies for advancing infill housing development on opportunity sites
- Establish development impact fees that encourage construction of new development downtown
- Identify deficiencies and develop plan to upgrade infrastructure in support of downtown revitalization and infill development.
- Evaluate establishment of Mills Act Program to provide tax incentives for renovation of historic structures
- Continue to make improvements to lighting, landscaping, and outdoor dining

PENDING INITIATIVES

- Targeted improvements/upgrades to alleys for circulation and activity
- Relocate and expand homeless services provided at Fourth and Hope to new facility

City Council Priority Goals

- Improve broadband service throughout downtown (1GB Service Goal)
- Complete the Tree House Music Venue
- Support establishment of a Property Based Business Improvement District
- Improve Heritage Plaza to support community events and function as community's central civic space

ECONOMIC DEVELOPMENT/JOBS

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Provide for a diversified economic base with a range of employment opportunities by supporting growth of existing businesses, and providing expanded opportunities for new business through targeted infrastructure investments and leveraging existing community and regional assets.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. Implement General Plan Policies that support diversification of economy
- B. Complete the Comprehensive Review of City Codes and Regulations to encourage new uses that increase jobs and fiscal benefits to the community
- C. Ensure the City has ample supply of “shovel ready” sites to attract new industry and retail services
- D. Develop Plan to Mitigate Flood Issues in City's Industrial Area
- E. Continue to Improve Business-Friendly Culture and Practices make City processes and procedures more “user friendly”
- F. Partner with existing food and agriculture Industry via the Food Front initiative to continue to reinforce Woodland’s reputation as the regional epicenter of food and agriculture
- G. Support efforts to develop effective workforce readiness program(s) that provide the necessary skills and training to support the growth and evolution of our economy
- H. Market and promote targeted business opportunities in collaboration with local and regional agencies/organizations
- I. Ensure Woodland’s development fees and processes are regionally competitive

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

INITIATIVES IN PROGRESS

- Complete Entitlement Process and annex Woodland Research and Technology Park and Woodland Commerce Center
- Continue collaboration with hoteliers and YCVB to develop new strategies to promote Woodland as a destination
- Establish a robust local workforce development program that aligns educational/training programs with evolving industry needs
- Partner with local and regional workforce development organizations to develop coordinated and dynamic strategic plan to train workforce
- Complete Lower-Cache Creek Flood Study and Implementation Plan
- Develop economic development strategies to leverage Woodland’s proximity to UCD
- Support growth of AgStart as the region’s premier Ag Technology incubator/accelerator.
- Evaluate Development Impact Fee Program (MPFP) and set fees/establish programs to encourage job-generating development and expansion of existing companies

City Council Priority Goals

- Seek to leverage Federally-designated Opportunity Zones for redevelopment in targeted commercial corridors, including East Street Corridor
- Develop incentive program to support expansion and/or relocation of auto dealerships

PENDING INITIATIVES

- Improve Infrastructure / Industrial Area
 - Industrial Area Capital Infrastructure and Financing Plan
 - Broadband Service
 - Aesthetics / Brand of Industrial District(s)

PUBLIC SAFETY

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Maintain and enhance Woodland’s quality of life by ensuring the highest level of public safety.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. Ensure appropriate staffing and resource support of public safety departments, programs and initiatives
- B. Expand Crime Prevention and Neighborhood Watch
- C. Implement prevention and intervention programs for at-risk youth
- D. Review and Update Fire Department Master Plan
- E. Explore opportunities for shared services with neighboring agencies
- F. Enhance public education and outreach to all populations in support of public safety objectives
- G. Increase planning, preparedness, and technology to reduce community safety risks
- H. Increase transparency and trust by educating the community through the use of social media and special programs
- I. Improve traffic safety citywide

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

INITIATIVES IN PROGRESS

- Complete Standard of Cover (SOC) and staffing review to assess the Fire Department capacity and needs in relation to community risks and service levels
- Staffing Plan:
 - Review, update, and support Police and Fire management succession plans
 - Seek means to enhance staffing resources in priority public safety areas
 - Expand and enhance cultural diversity in hiring and practices
- Finalize plans for new fire station to serve Southeast Area (Spring Lake) and identify funding sources for relocation of Fire Station 3 on acquired site
- Initiate youth and public outreach to include Juvenile Fire Setters Program, Fire Internship Program, and Community CPR programs
- Continue to strengthen and support the Police Volunteer Program Integrated technology to reduce staff workload to include Fire Tele-staff upgrade
- Initiate Lexipol for development of Fire Department standard operating procedures.
- Continue to advance cooperative Rescue Task Force and iMCI training and programs with Fire, Police and regional partners
- Continue to support and expand YGRIP Program;
 - Implement next phase of GREAT program
 - Consider restoring Youth Diversion Program
 - Support and integrate Police Activities League (PAL)

City Council Priority Goals

- Continue to implement at-risk youth mentoring programs

NEW INITIATIVES

- Evaluate expanding pilot Joint Fire Academy with partner fire agencies
- Prepare for and complete Insurance Services Office (ISO) review
- Migrate Fire Prevention program to Community Risk Reduction model
- Evaluate development of Community Emergency Response Team (CERT) program
- Explore increased communication capabilities and interoperability to include broadening YECA partnerships and 800mgh migration for P25 compliancy

INFRASTRUCTURE

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Ensure that the City's physical infrastructure is planned to be efficient and sustainable, funded and maintained to provide for current and future community needs, in support of commercial, recreational and environmental requirements and standards, while managing the overall cost consistent with available resources.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. Sustainably manage City's overall water supply to ensure long-term reliability, resilient to changes to climate and environmental regulations
- B. Manage existing infrastructure to reduce long-term cost of maintenance and replacement needs
- C. Seek support for securing Federal/State, regional and local funding for major infrastructure projects
- D. Actively manage continuous process improvements at Wastewater Treatment Facility to facilitate expanded use of recycled water
- E. Explore regional opportunities for sharing of infrastructure facilities, reduce environmental impacts and costs
- F. Complete Lower Cache Creek Flood Control Plan
- G. Update Facilities Mater Plan to include energy efficiency
- H. Enhance coordination with private utilities to support safe and reliable utility infrastructure
- I. Promote community engagement and public information related to priority infrastructure projects

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

INITIATIVES IN PROGRESS

Flood Control / Storm water Management

- Complete LCC Feasibility Study to advance comprehensive flood solution(s) and funding plan to address flood risk from Lower Cache Creek and West Levee of the Yolo Bypass to protect the Industrial Area
- Develop a funding source that will sufficiently fund the requirements of current and future NPDES MS4 Storm Drain Permit requirements.
- Construct the south urban growth area drainage project including the North Gibson Pond detention basin and East Main Street pump station
- Revise the north area storm drainage master plan in order to facilitate development in the industrial area
- Perform preliminary design for the Outfall Channel Outlet Structure Project

Facilities

City Council Priority Goals

- Develop listing of facilities assets with lifecycle maintenance and replacement costs as a basis for prioritizing and funding building repairs and accruing an adequate reserve fund

Transportation

- Ensure regional transportation plans prioritize I-5/113 Interchange Project
- Complete Kentucky Avenue (East to West Streets) reconstruction project
- Complete/Advance major road projects:
 - West Woodland Safe Routes to School (2018 construction season)
 - West Main Street Road Rehabilitation (2019 construction season)
 - I-5/CR 102 landscaping project (2019 construction season)
 - East Main Street (2020 construction season)
 - Gibson Road Complete Streets Improvements (2021 construction season)
 - Matmor Road/Gum Avenue Road Rehabilitation
- Complete environmental document, right of way acquisition and pre-design and finalize funding plan for the Sports Park Drive Pedestrian Overcrossing Project
- Develop plan for downtown Transit Center and evaluate use of micro-transit services(s)
- Update the City's Bike Master Plan / Active Transportation Plan
- Pursue grant funding for complete street improvements and roadway maintenance
- Continue to evaluate opportunities for Rail Relocation project
- Adequately maintain the City's existing infrastructure to extend service life maximizing return on investment and ensure no reduction in service level which would require replacement
- Investigate new technologies for improved infrastructure performance and longevity including new marking methods, wheel rolled concrete pothole repair and other potential advances.

Parks

- Identify means to increase funding for maintenance of parks and urban forest
- Update Park/Facilities Joint Use Agreement with WJUSD

Utilities

- Continue annual projects to replace undersized 2" back of walk water mains, Orangeburg Sewer laterals and other infrastructure that is either undersized or beyond its useful life
- Develop ways of improving out-treatment processes for storm water and sewer discharges to keep abreast of ever more stringent requirements
- Further integrate ASR wells into the City's infrastructure and adapt the distribution system to larger point source supplies from diffuse neighborhood wells
- Develop and educate staff to operate increasingly complex processes and equipment to meet state and national objectives
- Continue to expand our recycled water program capabilities by installing purple pipe in all of our new developments
- Explore new technologies to increase efficiency and longevity of the City's infrastructure investment

FISCAL RESPONSIBILITY

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Maintain structurally-balanced budget where current services can be sustained with ongoing, recurring revenues, while maintaining prudent reserves, adequately funding infrastructure maintenance and replacement needs, and addressing long-term unfunded liabilities and debt obligations.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. Ensure ongoing expenditures are supported by ongoing revenues; one-time sources applied to one-time needs
- B. Maintain prudent reserves across all major operating funds
- C. Achieve agreement on fair and sustainable labor contracts
- D. Implement measures to address long-term unfunded liabilities
- E. Reduce burden of existing debt obligations
- F. Explore opportunities to expand and diversify citywide revenue sources

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

INITIATIVES IN PROGRESS

- Implement a multi-year budget model to improve financial planning, enhance organizational stability, and align with Council two-year goals and initiatives
- Develop plan to manage impact of increasing CalPERS pension costs
- Continue to work with labor groups to address ongoing burden of unfunded liabilities while ensuring adequate benefits for active employees and retirees
- Review and update City User Fees to ensure that they are commensurate with actual costs of providing services
- Continue to pursue opportunities for restructuring existing debt obligations to minimize overall burden on existing community
- Review Development Impact Fee Program (MPFP) to ensure that current fees are consistent with long-term infrastructure requirements and development projections

PENDING INITIATIVES

- Establish groundwork for renewal of ¼-cent Sales Tax (Measure J) via November 2020 ballot
- Review and update comprehensive budget and fiscal management policies

GOVERNANCE/ORGANIZATIONAL EFFECTIVENESS

Goal Statement/Objective(s) – *What are we trying to accomplish?*

Promote local government and city organization that is committed to meeting the needs of the community: encourages collaboration, civic participation, and promotes accountability and transparency in the effective delivery of services.

Goal Strategies - *How do we envision accomplishing this goal/objective(s)?*

- A. Expand and strengthen collaborations with Yolo County and its cities
- B. Actively engage in advocacy at State/Federal level to support City interests
- C. Partner with community-based organizations to leverage community assets towards common objectives
- D. Empower city employees and work groups
- E. Enable appropriate alternative service models
- F. Increase transparency and public trust through effective community outreach, public information and constituent services
- G. Expand opportunities for increased community engagement and public participation in civic affairs

Critical Initiatives/Special Projects – *What specific work plan efforts are most likely to advance this goal and related strategies?*

INITIATIVES IN PROGRESS

- Improve and enhance access to public information and constituent services
- Evaluate city's recruitment and retention of essential staff across all city departments
- Review and updates to city's electronic information and social media platforms
- Improve collaboration with partner agencies and community organizations to leverage resources toward evidenced-based programs
- Continue to engage and collaboration with employee bargaining groups
- Expand volunteer programs

PENDING INITIATIVES

- Transition City's Document Management System to digital format
- Implement transition to annual Board and Commission recruitment and appointment process
-

BUDGET PREPARATION PROCESS

The budget itself is the process of allocating limited resources to attain specific goals and objectives as defined by the City Council. The process is dynamic and constantly changing in tune with the public interest and needs.

All departments become extensively involved in a detailed review of their current operating budgets, and their goals and objectives. From this cogent analysis, the need for financial resources is quantified. Through this deliberative process, guided by the City Manager and monitored by Finance, a proposed budget is produced.

The initial phase of the budget preparation begins with the formulation of the budget calendar. The calendar is prepared by Finance with input from the City Manager. Soon after the formulation of the calendar, the City Manager, Finance Officer and the Financial Services Manager meet to discuss the budget preparation process and associated policies.

During the following several months, all departments become involved in a detailed review of the current operating budgets, goals and objectives. From this analysis, appropriations for new and additional services, positions, capital acquisitions and capital improvement projects are prioritized. Finally, in early May a final review of the budget requests are made by the City Manager, the Finance Officer and the Financial Services Manager. As soon as the City Manager approves the final details, a proposed budget document is printed.

Fiscal Policies

The City's Financial Policies provide a summary of the City's policies addressing the operating budget; revenues and expenditures; utility rates and fees; capital improvement program; long and short-term debt; reserves; investments; and, accounting/auditing reporting.

Once the budget is adopted by the City Council, the responsibility of implementing each department's budget lies with each Department Director, with the ultimate responsibility resting with the City Manager. Department Directors are responsible for ensuring those expenditures are within departmental budget categories of salaries & benefits; materials, supplies and services; and capital outlay do not exceed appropriations. Budget appropriations are made at the line-item level; however, the level of control (level at which expenditures may not exceed appropriations) will be total departmental appropriations for each of these budget categories.

The City also operates under a set of investment policies required by the California Government Code (Section 53646) and the City's financial Policy XII.

Budget Summaries

The Budget Summaries provide a multi-year overview of the City's revenues and expenditures / expenses.

Summary of Revenues:

This section provides a more detailed overview of each fund's estimated revenue. Appropriations, in turn, are based on these assumed revenue increases.

Budget Preparation Process

Summary of Expenditures:

This section provides a more detailed overview of each fund's estimated expenditures. Appropriations, in turn, are based on these assumed expenditure increases.

Department Budgets

The department sections represent the main body of the budget document. Each section has the following:

- Service Description
- Department Accomplishments & Goals
- Budget appropriations for the year

The City has numerous funds that it is accountable for, however, the one's listed below comprise the majority of the day-to-day operating activities for the City. The remaining fund types are more specialized funds, and typically account for one-time and/or specific activities rather than ongoing and recurring services.

Internal Service Funds

Internal Service Funds allow for the accumulation of resources for equipment replacement, ease in costing and pricing of services, and the ability to accumulate the total cost of each activity. This section contains the City's seven internal service funds:

- Vehicle Maintenance Fund
- Vehicle Replacement Fund
- Vehicle-Equipment Leases Fund
- Facilities Replacement Fund
- Information Systems Fund
- Employee Benefits Fund
- Self-Insurance Fund

General Fund

The General Fund is the primary revenue source and operating fund for most services cities typically offer. These include public safety (police and fire), recreation and community services, etc. In addition, the City Council, the City Manager's Office, Finance, Human Resources, and the City Attorney budgets are predominantly funded by the General Fund. These activities are financed through general tax dollars from sales and property taxes, motor vehicle-in-lieu fees, and by revenues generated by permits, fees, and investment earnings.

Enterprise Funds

These funds account for city activities, which operate as public enterprises. Revenues come from fees charged to programs and/ or customers. Enterprise funds provide for water, sewer, storm drain, etc. and represent separate business activities of the city.

Special Revenue Funds

This section contains funds that provide Special Revenue activities. In most cases, these funds represent activities that are provided by specific user fees, charges, taxes or grants. These revenues are usually legally restricted to expenditures for specific purposes. Special Revenue funds contained within this budget include:

- Transportation Development Act (TDA)
- Gas Tax Fund
- Landscaping and Lighting District Funds
- Community Development Block Grant (CDBG) Fund
- HOME Grant Fund
- Supportive Housing Grant Fund
- Supplemental Law Enforcement Fund
- Proposition 172 Fund

Budget Preparation Process

Capital Funds

These are the Capital Improvement Program (CIP) funds. They are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds) i.e. the development of a new road or a neighborhood park. The majority of the revenues in these funds are derived from impact fees levied on new development, or from the City's ½ cent sales tax (Measure E).

Debt Service

These are monies set aside to meet current and future debt service obligations on general government debt. Monies are then used to meet subsequent payment of the City's general long-term debt principal and interest.

Glossary

These are budget terms provided to better familiarize the reader with some of the budgetary and financial vocabulary found throughout this document. It also contains a description of all fund types and a brief explanation of accounts used.

City Overview

The City of Woodland is located in what continues to be one of the most prosperous and fastest growing areas of the State. The City is eighty-five miles northeast of San Francisco, and, thus, feels the impact of growth in suburban areas of the Greater Bay Area.

Even more importantly, Woodland is only eighteen miles northwest of Sacramento and shares in the economic trends of the Sacramento Valley Region. A pleasant, mild climate coupled with excellent access to rail and highway transportation continue to make Woodland a leading location for residential, commercial and industrial development.

The City's diversified economic basis includes agriculture, manufacturing, warehousing and retail. Such businesses as Walgreen's and Target have located large distribution centers in the City.

Governance

The City of Woodland, first incorporated in 1871, is a general law City under the provisions of the State of California. A directly elected five-member City Council represents citizens in determining services and regulations to be provided by the City. The Council appoints a full time City Manager whose job is to carry out the Council's policy directives and to coordinate, control and direct City operations, functions and projects. In making its policy determinations, the Council works with advisory committees and receives other citizen input from the public at its regular and special meetings. The Council's business meetings are scheduled for the first and third Tuesday of each month in the Council Chambers of City Hall. Other special or study session meetings are scheduled as needed and are open to the public. The public is always invited and is encouraged to attend.

City Management

City Manager – Under the Council/Manager form of government, the City Manager is appointed by and responsible to the City Council to serve as the administrative head of the municipal organization and to direct the overall performance and coordination of all City services and programs. Pursuant to the City Code, the City Manager is responsible for the enforcement of all City ordinances and the implementation of City policies. The City Manager prepares and administers the City's budgets, appoints and evaluates department directors, and keeps the City Council advised as to the needs of the City. This division contains the expenditures for the City Manager's Office. This City Manager's Office is comprised of the

Budget Preparation Process

City Manager, City Clerk, City Attorney, Information Technology (IT), and Human Resources.

Human Resources – This is a support division to the six departments in the City organization and is primarily responsible for recruitment, testing and selection of employees; records management, classification and compensation, benefit and retirement administration, employee and labor relations, centralized training; development and monitoring of the City’s personnel rules and policies; enforcement of labor related federal/state laws and regulations, monitoring City-wide performance evaluations; coordinating worker’s compensation claims; and promotion of safety in the workplace.

Finance – This is a support division and reports to the City Manager. Its operations include responsibility for overall department management, budget preparation and monitoring, annual audit compliance, debt and assessment district management, development of financial reports and analyses, and special projects related to City financial issues. Finance provides oversight for all City fiscal operations, including the Successor Agency (former Redevelopment Agency). Also included in is the City Treasurer function, which is responsible for administration of the City’s investment program.

Police Department – This department is responsible for law enforcement services in the community. Police is committed to maintaining a safe and healthy environment for all Woodland residents, businesses and guests, which is free from violence, property damage or loss, and injuries resulting from criminal acts.

Fire Department – This department provides emergency responses for fires, medical emergencies, rescue services and hazardous material releases. Fire also provides non-emergency services including – plan checking,

inspections, hazard abatement and fire safety education programs.

Community Services – This department through its volunteer, donated and fiscal resources provides facilities, programs and services to meet the recreational needs of the community through planning, plan implementation, effective and efficient use of resources, and the collaborative efforts of public-private, non-profit and joint intergovernmental partnerships.

Community Development Department - This department is composed of six divisions; Administration, Planning, Building Inspection, Engineering, Economic Development, and Environmental Services. This department is responsible for the overall management and coordination of all activities concerning environmental review, building inspections within the City and focuses on specific actions that are under the control of the city government and that provide the engine to stimulate private business and industry retention, expansion and development.

Public Works Department – This department plans, programs, designs, constructs and maintains the public works facility and utility infrastructure in Woodland. Public Works facility and utility infrastructure includes the transportation system (pavements, parking, traffic signals/signage, street lighting), utility systems (water supply and treatment, sanitary sewer treatment and disposal, storm drainage/flood protection), and City Buildings. Public Works also manages the City’s vehicle and equipment fleet.

**CITY OF WOODLAND
FISCAL YEAR 2021/22
TOTAL REVENUES BY FUND**

Fund	Title	Actual FY 2017/18	Actual FY 2018/19	Actual FY 2019/20	Unaudited Actual FY 2020/21	Adopted FY 2021/22
010	EQUIP SERVICES	1,886,281	2,343,137	1,989,340	2,073,687	2,075,172
011	FACILITIES REPLACEMENT	311,633	257,048	1,236,880	111,880	1,411,880
012	EQUIPMENT REPLACEMENT	872,169	1,327,510	1,486,725	2,789,253	1,288,758
013	BENEFITS FUND	8,150,593	8,555,120	8,974,331	8,598,194	10,384,783
014	VEHICLE-EQUIPMENT LEASES	0	0	811,101	901,919	893,600
015	INFORMATION SYSTEMS FUND	1,537,985	2,196,632	1,917,214	3,442,016	2,033,972
091	SELF INSURANCE	1,872,265	1,982,846	1,771,153	1,982,207	2,555,740
099	DISBURSE FUND-PR	0	0	0	250,000	0
101	GENERAL FUND	51,520,311	56,175,114	57,121,720	63,314,665	58,319,997
102	TRANS DEBT SVC	4,849	6,320	0	0	0
103	INVESTMENT FUND	(1,078,623)	1,490,163	0	2,657,585	0
210	WATER ENTERPRISE FUND	20,645,222	26,440,171	25,844,623	29,218,773	27,282,765
220	SEWER ENTERPRISE FUND	19,228,383	20,150,377	20,870,694	20,943,462	19,912,099
221	STRM DR ENTERPRISE FUND	474,875	561,015	465,000	693,423	465,000
222	WASTEWATER PRE-TREATMENT	344,578	631,295	617,500	636,891	617,500
240	CEMETERY	254,103	300,063	304,000	337,546	300,000
250	RECYCLING	178,337	255,751	290,150	251,593	269,708
252	CONST/DEMO DEBRIS RECYCLE	25,906	119,008	42,900	110,125	46,200
253	RECREATION ENTERPRISE	372,128	381,248	431,000	231,737	455,000
260	FIRE GRANTS	(71,740)	971	0	0	0
280	TRANSIT SYSTEM	0	0	1,807,838	0	2,015,071
301	LITERACY GRANT	92,553	95,447	95,500	67,645	58,500
320	COMMUNITY DEV. BLOCK GRNT	641,256	513,692	509,452	498,741	488,750
321	OFF-SITE AFFORD HOUSING	602,962	404,243	0	100,570	0
322	SUPPORT HOUSING PROGR	162,199	265,694	265,016	0	265,016
323	HOME GRANT	7,667	147,306	675,250	130,131	0
324	HOUSING ASSISTANCE GRANTS	39,961	43,482	210,000	34,959	0
325	WORFORCE HOUSING GRANT	272,847	145,140	507,438	0	268,000
326	HOUSING ASSISTANCE	26,643	415,992	14,188	53,404	14,761
327	AFFORDABLE HOUSING IN-LIEU	147,823	1,090,189	0	1,611,705	863,976
328	CDBG - ARRA FUNDS	201	266	0	0	0
330	OTHER FEDERAL GRANTS	0	174,172	196,401	994,230	71,000
331	HOMELESS HOUSING	0	0	1,655,060	3,596,253	0
332	AMERICAN RESCUE PLAN	0	0	0	5,557,328	5,550,000

Fund	Title	Actual FY 2017/18	Actual FY 2018/19	Actual FY 2019/20	Unaudited Actual FY 2020/21	Adopted FY 2021/22
340	POLICE GRANTS	552,837	416,519	0	0	0
351	TRANSPORTATION GRANT	3,656,919	6,466,857	1,756,000	4,368,055	3,046,000
352	SLESF	195,545	150,195	117,642	156,735	135,651
353	PROPISTION 172	516,381	537,749	553,100	587,193	553,100
354	TRANS DVLP (SB325)	813,374	508,448	2,419,189	501,758	2,535,183
355	GAS TAX-2106 (SELECT)	1,305,772	1,242,017	1,614,120	1,352,358	1,498,231
356	CEMETERY ENDOWMENT FUND	17,041	19,441	12,000	27,422	12,000
357	ASSET FORFEITURE FUND	13,074	520	12,000	0	12,000
358	HOUSING MONITORING FUND	14,468	6,886	11,382	22,866	11,676
359	FIRE SUPPRESSION DISTRICT	553,791	179,936	140,000	0	0
360	FIRE SAFER GRANT	236	312	492,000	332,850	639,314
361	ROAD MAINT AND REHAB ACCOUNT	277,343	1,106,929	993,094	1,114,911	1,166,872
365	ENVIRONMENTAL COMPLIANCE	240,915	329,180	322,677	297,957	299,700
379	HISTORIC WALKING TOUR	914	801	1,898	405	500
381	GIBSON RANCH L&L	732,251	754,816	790,673	803,857	796,369
383	N PARK L&L DISTRICT	27,202	27,340	26,710	26,586	26,710
384	SP ASSESS STRENG PD LAND	34,207	38,132	34,064	36,598	34,064
386	USED OIL RECYCLING GRANT	16,995	5	99,170	45,927	16,000
387	WOODLAND WEST L&L	24,786	26,217	25,275	25,971	25,275
389	SPRINGLAKE L&L	1,369,840	1,917,627	2,263,265	2,327,288	2,355,747
391	SPORTS PARK O&M CFD	452,495	492,664	513,829	536,613	513,829
392	GATEWAY L&L	153,456	179,643	195,603	201,879	193,348
501	CAPITAL PROJECTS	208,949	416,850	122,777	157,939	2,864,444
502	STATE BOND ACT - PARKS PRJS	0	0	0	398,693	0
506	MEASURE E	5,209,403	1,521,130	209,518	2,350,000	1,563,617
507	MEASURE F	0	4,053,546	5,508,100	6,846,066	6,595,400
510	GENERAL CITY DEVELOPMENT	148,462	368,874	142,295	262,637	132,934
522	RECOGNIZED OBLIGATION RETIREMENT FUND	1,215,785	3,072,671	900,000	572,307	900,000
540	PARK & RECREATION DVLP	1,579,884	1,465,315	1,661,886	1,459,159	1,686,835
541	PARK IN-LIEU FEES	7,735	78,136	209,500	28,800	102,500
550	POLICE DEVELOPMENT FUND	181,387	447,351	187,718	218,408	108,737
560	FIRE DEVELOPMENT	175,022	578,975	219,390	887,070	450,414
570	LIBRARY DEVELOPMENT FUND	11,700	40,116	8,652	160,999	83,160
580	SURFACE WATER DEVELOPMENT	482,160	1,127,779	491,465	0	757,939
581	STORM DRAIN DEVELOPMENT	105,488	5,112	10,000	240,177	10,000
582	ROAD DEVELOPMENT	1,086,644	2,397,554	948,785	2,593,681	1,311,270
583	TREE RESERVE	87	101	0	0	0
584	WATER DEVELOPMENT FUND	83,909	367,859	93,442	1,596,530	0

Fund	Title	Actual FY 2017/18	Actual FY 2018/19	Actual Unaudited FY 2019/20	Actual FY 2020/21	Adopted FY 2021/22
585	SEWER DEVELOPMENT FUND	834,166	2,635,355	1,029,434	2,008,840	995,169
590	SOUTHEAST AREA CONSTRUCT	1,207	1,593	0	0	0
593	GIBSON RANCH INFRA-STRUC	16,938	21,473	0	0	0
594	SPRING LAKE CAPITAL	603,512	20,472,149	0	0	
601	SPRINGLAKE ADMINISTRATION	212,216	554,428	234,750	439,634	234,750
640	SLIF PARKS & RECREATION	1,032,623	2,931,120	1,283,100	2,403,488	1,333,630
660	SLIF FIRE	61,063	297,383	0	243,190	134,925
681	SLIF STORM DRAIN FUND	1,513,196	3,816,045	1,616,250	2,571,596	1,679,902
682	SLIF STREET IMPROVEMENT	2,402,814	7,377,572	3,118,050	4,961,019	3,240,807
684	SLIF WATER FUND	332,736	962,394	346,050	550,674	359,749
685	SLIF SEWER FUND	412,047	1,057,863	445,950	709,714	463,585
830	SOUTHEAST AREA DEBT SERV	1,265,399	1,281,914	1,239,954	1,285,481	1,243,733
831	SOUTHEAST AREA-RES FUND	3,791	864,685	0	0	0
840	BEAMER/KENTUCKY ASSESMENT	0	96,997	0	0	0
841	BEAMER/KENTUCKY ASSESS-R	0	0	0	0	0
870	CFD#2 SPRINGLAKE DEBT SRV	3,343,914	7,218,997	3,947,210	10,394,432	4,379,422
882	2012 LEASE REFUNDING	312,215	9	0	0	0
883	2014 REFUNDING LEASE REV BONDS	1,537,968	1,543,071	1,545,364	1,547,854	1,547,854
917	LIBRARY TRUST FUND	26,670	42,351	5,000	137,341	15,000
		\$143,902,300	\$207,988,415	\$168,028,805	\$208,982,880	\$183,974,593

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED
	FY 2017-2018	FY 2018-2019	FY 2019-2020	ACTUAL FY 2020-2021	BUDGET FY 2021-2022
PROPERTY TAXES					
PROPERTY TAX CY SECURED	\$ 10,783,709	\$ 11,406,500	\$ 12,187,845	\$ 12,668,052	\$ 12,958,168
SUPPLEMENTAL TAX ROLL	248,577	280,361	288,772	256,255	230,570
PROPERTY TAX CY UNSECURED	517,509	476,750	535,868	596,715	606,655
PROPERTY TAX PY UNSECURED	5,474	4,180	4,305	21,288	3,866
SPECIAL ASSMNT COLLECTION	11,758	146,663	169,474	178,092	200,085
Sub-Total Property Taxes	11,567,027	12,314,454	13,186,264	13,720,402	13,999,344
SALES/OTHER TAXES					
SALES & USE TAX	13,024,308	15,100,757	14,989,555	17,376,290	16,346,900
SPEC DIST SALES TAX (MEASURE E)	5,123,413	1,518,175	0	0	0
SPEC DIST SALES TAX (MEASURE F)	0	4,053,546	6,210,152	6,846,066	6,595,400
MEASURE J	2,528,885	2,772,407	3,085,612	3,398,450	3,293,300
HOTEL/MOTEL TAX	1,846,550	2,067,849	2,109,206	1,265,879	1,550,887
TOT PASS THRU	-369,310	-413,570	-421,841	-179,342	-310,177
WVAD ASSESSMENT	367,446	413,570	421,842	257,726	287,493
WVAD PASS THRU	-367,446	-413,570	-421,842	-179,343	-287,493
DOCUMENT STAMP TAX	260,978	308,059	314,220	468,851	289,042
Sub-Total Other Taxes	22,414,824	25,407,224	26,286,904	29,254,576	27,765,352
STATE SUBVENTIONS					
STATE MOTOR VEHICLE IN LIEU	4,934,845	5,214,541	5,571,736	5,891,099	6,024,050
STATE MANDATED COST REIMB	0	0	0	0	0
STATE HOME OWNER PROPERTY TAX	119,924	119,375	121,762	119,785	124,017
Sub-Total State Subventions	5,054,769	5,333,916	5,693,498	6,010,884	6,148,067

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED
	FY 2017-2018	FY 2018-2019	FY 2019-2020	ACTUAL FY 2020-2021	BUDGET FY 2021-2022
PERMITS, FEES & CHARGES					
BUSINESS LICENSE	413,632	409,943	416,000	415,632	420,160
VARIANCE FEE & USE PERMIT	51,219	52,246	60,465	50,570	45,000
LIABILITY ACCOUNT REVENUES	26,638	66,169	65,040	86,412	40,000
"ZONE CHG,GEN PLAN AMMEND"	385	788	6,652	3,162	6,652
TENTATIVE MAPS	4,565	2,807	6,957	4,916	6,957
SUS GREEN BLDG STANDARDS	532	1,553	0	800	0
PLAN CHECK FEE	191,584	276,674	150,000	269,324	100,000
DISABILITY ACCESS & EDUC REVOLVING	7,722	11,677	6,308	11,581	6,000
BUILDING PERMITS	612,199	1,096,529	780,220	1,043,313	720,000
PLUMBING PERMITS	69,976	171,380	118,000	160,903	120,000
ELECTRICAL PERMITS	217,504	282,117	245,000	341,320	200,000
MECHANICAL PERMITS	57,290	83,766	82,000	75,878	75,000
INSPECTION FEE	315,791	104,152	200,000	154,140	30,300
PLAN CHECK FEE	585,047	10,165	26,350	351,310	150,000
ENCROACHMENT PERMIT	40,732	29,423	28,650	51,069	29,223
TRANSPORTATION PERMIT	12,416	14,868	15,000	12,836	15,000
PLANNING FEE	10,034	11,449	2,600	6,991	2,652
LIABILITY ACCOUNT REVENUES	98,888	131,583	100,000	172,884	75,000
ENG MAP CHK FEES	58,352	40,231	3,200	68,957	5,000
SUBDIVISION INSPECTIONS	56,077	-16,470	0	0	0
Sub-Total Community Development	2,830,583	2,781,050	2,312,442	3,281,998	2,046,944
PLAN CHECK FEE	0	0	0	0	0
RED CROSS COURSE FEE	1,635	0	0	0	0
Sub-Total Community Services	1635	0	0	0	0

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED
	FY 2017-2018	FY 2018-2019	FY 2019-2020	ACTUAL FY 2020-2021	BUDGET FY 2021-2022
BUSINESS LICENSE	9,027	5,627	9,267	7,961	8,036
PLANNING FEE	384	1,297	1,415	276	1,337
BICYCLE LICENSE	0	0	0	0	0
MASSAGE PERMITS	1,040	2,000	2,184	940	1,700
TAXI CAB PERMITS	25	295	300	0	223
FIRE ALARM RECOVERY	2,349	4,961	3,140	5,495	3,500
FIRE RECOVERY USA	0	0	0	0	0
LIABILITY ACCOUNT REVENUES	0	0	0	0	0
INSPECTION FEE	42,134	70,167	75,000	66,803	75,000
PLAN CHECK FEE	101,382	224,099	200,000	197,993	200,000
BUSINESS LICENSE	1,162	840	1,200	1,230	1,000
PLANNING FEE	384	1,304	500	276	500
FIRE PERMITS	97,264	69,353	75,000	57,772	75,000
FIRE - COUNTY SERVICES	501	6,529	0	1,773	0
Sub-Total Public Safety	255,652	386,472	368,006	340,519	366,296
STRONG MOTION INSPEC FEE	0	-532.76	0	0	0
CANNABIS PERMIT FEES	0	185,120	0	140,301	131,500
APPEAL FEE	257	0	251	0	251
FRANCHISE FEE	2,415,541	2,455,487	2,529,416	2,725,395	2,681,304
HABITAT EDUCATION	30,520	20,272	4,144	4,704	4,144
SL FIRE SUPPRESSION FEE	0	100,230	0	64,764	0
MISC LICENSES & PERMITS	0	0	0	0	0
Sub-Total Permits, Fees & Charges	2,446,318	2,760,577	2,533,811	2,935,164	2,817,199
FINES & FORFEITURES					
NUISANCE ABATEMENT FINES	300	1,200	240	1800	240
BAIL FORFEITURE FINES	875.49	27,605	0	0	0
BOOKING FINES	10,232	6,086	5,000	3,480	4,872

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED
	FY 2017-2018	FY 2018-2019	FY 2019-2020	ACTUAL FY 2020-2021	BUDGET FY 2021-2022
VEHICLE STORAGE FEE	1,770	1,799	2,600	2,301	2,847
FINGERPRINT FEE	0	0	56	0	11
VEHICLE CODE FINES	109,471	95,252	105,000	110,543	93,173
PARKING VIOLATION FINES	133,241	124,521	165,000	87,922	126,654
LIBRARY FINES	23,427	19,649	15,000	1,040	2,000
DMV SURCHARGE	18,000	0	0	0	0
OTHER FINES	0	5,082	0	0	0
MISC PENALTY INCOME	125	125	104	125	108
<i>Sub-Total Fines & Forfeitures</i>	297,441	281,318	293,000	207,210	229,905
SERVICE CHARGES					
COPY MACHINE REVENUE	0	0	0	0	0
PARK REVENUE	70,702	60,572	60,000	46,673	30,000
COMMUNITY SENIOR CENTER MISCEL	0	0	0	0	0
ADULT PARTICIPNT NON RESIDENT	7,040	1665.25	0	972	0
C BROOKS SWIM CTR REV	151,468	162,582	150,000	141,511	60,000
SENIOR CENTER PROGRAMS REVENU	0	0	0	0	0
COMMUNITY SENIOR CENTER MISCEL	104,032	85,439	85,000	1,703	40,000
GENERAL RECREATION (MEASURE J)	35,190	43,552	25,000	42,698	20,000
ADULT REC & LEAGUE PROGRAMS	0	0	0	0	0
PARK RESERVE FEE	242	996	0	260	0
COMMUNITY FITNESS CENTER	36,922	35,342	35,000	7,221	0
COMMUNITY SPORTS PARK	259,581	268,389	220,000	70,583	110,000
MHFPC FEE FOR SERVICE	9,720	9,720	0	9,690	9,690
SPEC POLICE SERVICES	9,900	10,874	10,576	10,308	11,250
ALARM PROGRAM	109,219	127,947	98,000	91,150	105,382
EVIDENCE & PROPERTY REVENUE	6,314	3,026	5,000	5,066	5,854
EXTRADITION REIMBURSEMENT	16,404	4,196	6,027	4,687	7,642
FIRE SERVICES CHARGE	710	0	2,900	0	0
HAZ MAT RESPONSE REVENUE	0	0	0	0	0

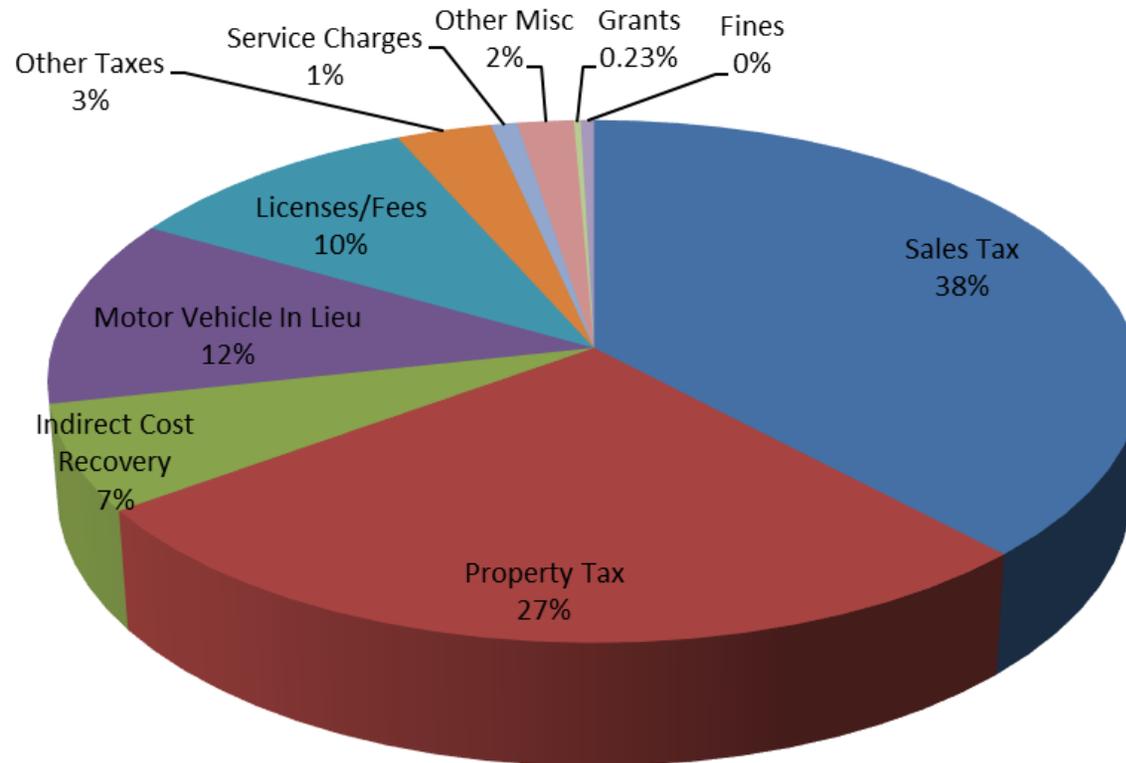
GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED
	FY 2017-2018	FY 2018-2019	FY 2019-2020	ACTUAL FY 2020-2021	BUDGET FY 2021-2022
WEED & LOT CLEANING	0	0	0	6,466	6,000
FIRE MISCELLANEOUS SERVICES	0	0	0	0	0
REFUSE DELINQUENT COLLECTIONS	31,406	32,665	20,531	39,865	49,966
<i>Sub-Total Service Charges</i>	<i>848,850</i>	<i>846,965</i>	<i>718,034</i>	<i>478,853</i>	<i>455,784</i>
GRANTS/REIMBURSEMENTS					
OTHER COUNTY GRANTS	0	0	0	140,000	0
YGRIP CONTRIBUTION	0	0	0	0	0
TRUANCY~SCHOOL SRO REIMB.	121,759	118,722	129,356	94,861	119,158
OTS STEP GRANT	56,062	12,218	56,000	35,341	0
OTHER STATE GRANTS	0	0	0	749,990	0
OTHER FEDERAL GRANTS	0	0	0	235,707	0
AB109 REIMBURSEMENT	0	0	0	0	0
<i>Sub-Total Grants/Reimbursements</i>	<i>177,821</i>	<i>130,940</i>	<i>185,356</i>	<i>1,255,899</i>	<i>119,158</i>
OTHER MISCELLANEOUS					
COMMISSION ON POST REIMB.	38,228	8,647	22,684	22,538	21,384
CELL TOWER LEASE REVENUE	54,656	56,622	56,622	61,014	38,397
RENTAL INCOME	218,080	219,080	219,080	232,651	219,080
EQUIPMENT STOCK SALES	0	0	0	0	0
OTHER MISCELLANEOUS REVENUE	27,177	24,443	2,897	2,052	
DONATIONS	0	0	450	0	700
STRIKE TEAM REIMBURSEMENT	469,316	576,130	190,347	890,872	15,000
ECONOMIC DEVELOPMENT REVENUE	33,542	54,000	0	43,670	36,000
SPRINGLAKE PERSONNEL REIMBURSEMENT	227,140	245,083	200,000	229,691	225,000
SPRINGLAKE APPARATUS REIMBURSEMENT	44,428	40,984	30,000	38,943	30,000
LOAN REPAYMENTS	0	0	534,658	0	0
MISCELLANEOUS SALES	849	680	550	220	550
MISCELLANEOUS SALES	740	521	760	0	0
VARIABLE FLEET COST RECOVERY	0	0	0	0	0

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	ADOPTED
	FY 2017-2018	FY 2018-2019	FY 2019-2020	ACTUAL FY 2020-2021	BUDGET FY 2021-2022
CASH SHORT/OVER	-90	71	0	164	0
SETTLEMENT REVENUE	0	0	0	0	0
REIMBURSMENTS	36,695	57,473	58,001	63,352	17,386
CANNABIS OPERATING REVENUE	0	0	36,000	239,862	240,000
REBATE REVENUE	4,505	0	0	0	0
OTHER MISCELLANEOUS REVENUE	21,353	28,248	10,000	26,615	20,452
INTEREST INCOME	188,846	298,849	225,000	301,217	112,500
CHARGES TO OTHER DEPARTMENTS	4,259,928	4,255,780	3,957,356	3,676,298	3,395,499
TRANSFER FROM ENTER/OTHER FUND	0	65,589	0	0	0
<i>Subtotal Other Miscellaneous</i>	<i>5,625,391</i>	<i>5,932,199</i>	<i>5,544,405</i>	<i>5,829,159</i>	<i>4,371,949</i>
TOTAL GENERAL FUND REVENUE	\$51,520,311	\$56,175,114	\$57,121,720	\$63,314,665	\$58,319,997

ADOPTED BUDGET FY2021-2022 GENERAL FUND REVENUE BY CATEGORY

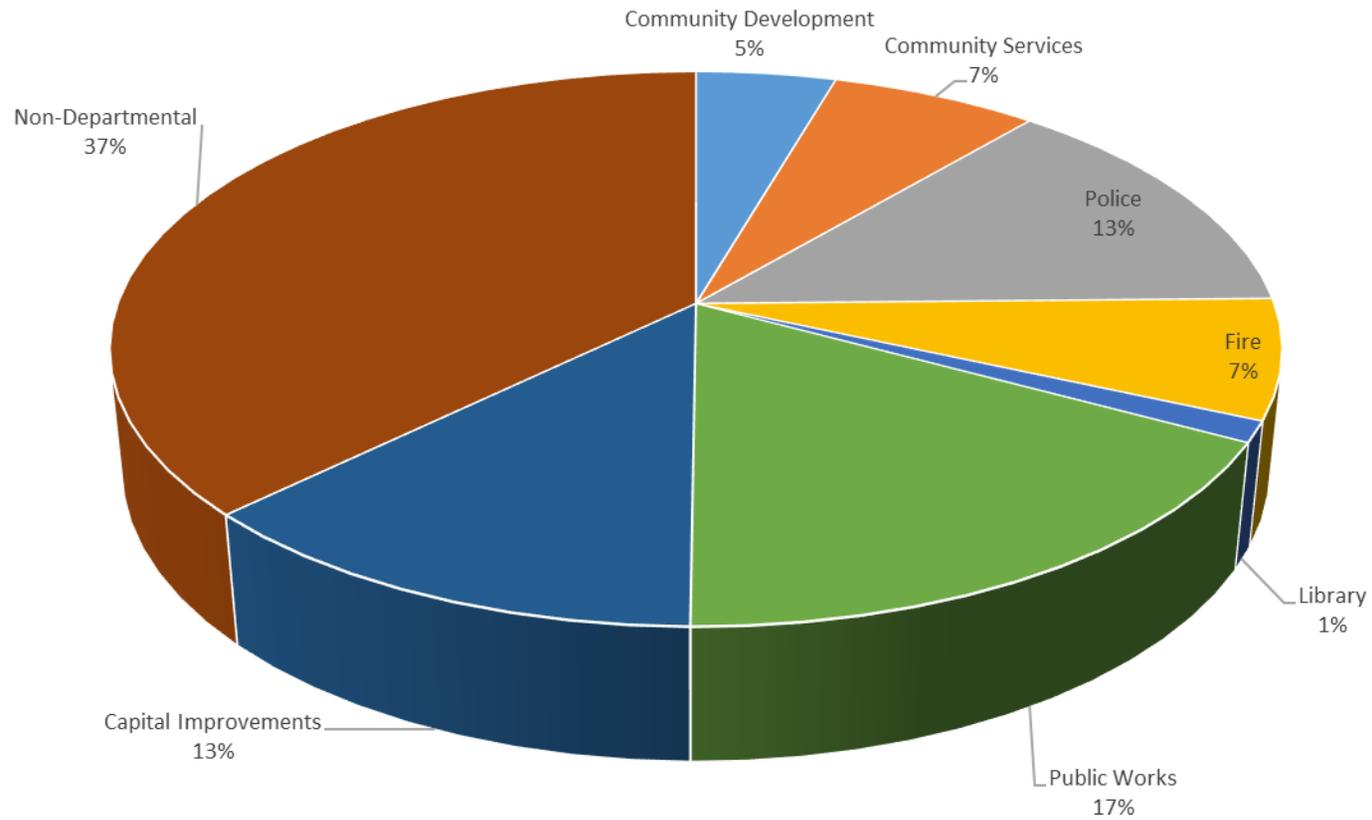


ADOPTED BUDGET FY2021-2022

SUMMARY OF EXPENDITURES BY DEPARTMENT ALL FUNDS

	Actual FY 2017/18	Actual FY 2018/19	Actual FY 2019/20	Unaudited Actual FY 2020/21	Adopted Budget FY 2021/22
Administrative Services	\$ 15,484,746	\$ 15,769,448	\$ 16,445,726	\$ 18,340,894	\$ 19,052,223
Community Development	6,691,870	6,267,210	6,713,726	7,006,110	8,437,929
Community Services	9,304,404	11,961,700	12,967,878	10,567,803	12,555,312
Police	19,315,125	20,435,452	21,777,485	22,543,018	25,174,266
Fire	10,996,162	11,436,131	11,773,852	13,846,962	13,014,082
Library	1,909,767	1,928,349	2,100,916	1,974,588	2,295,463
Public Works	29,691,945	29,697,180	20,768,864	21,872,074	32,227,659
Capital Improvements	20,681,396	28,972,032	31,135,299	27,952,942	23,664,717
Non-Departmental	48,308,103	55,534,962	45,167,971	54,453,570	69,550,947
Total Expenditures	\$ 162,383,517	\$ 182,002,463	\$ 168,851,717	\$ 178,557,961	\$ 205,972,598

ADOPTED BUDGET FY2021-2022 SUMMARY OF EXPENDITURES BY DEPARTMENT – ALL FUNDS

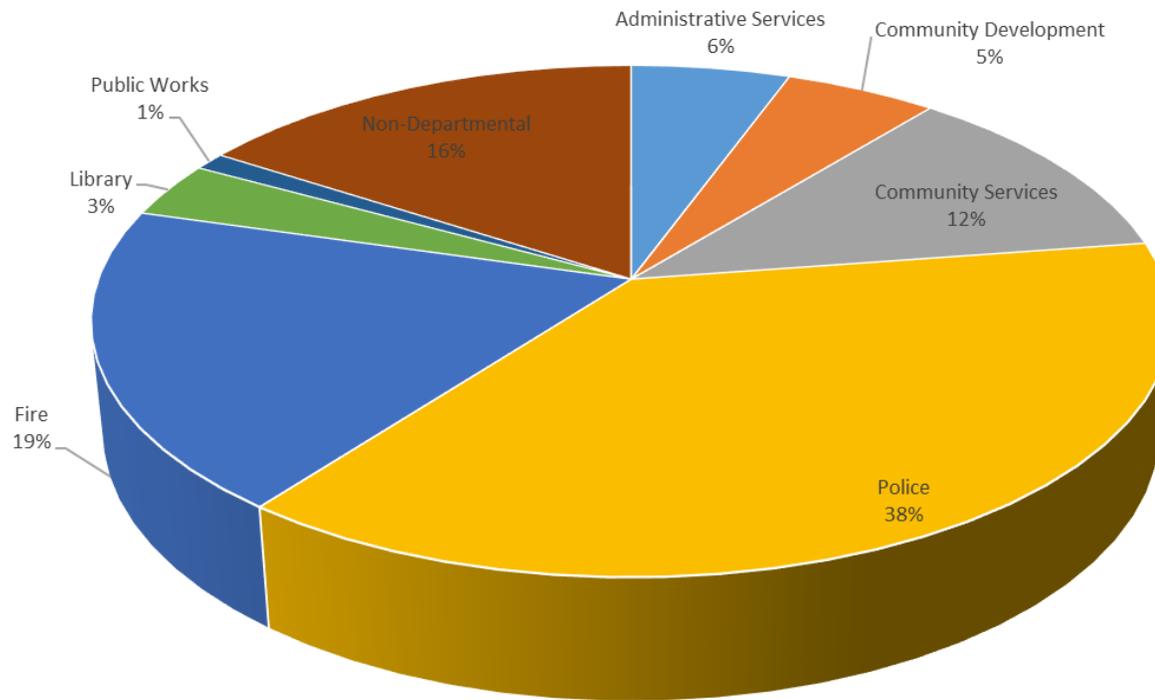


ADOPTED BUDGET FY2021-2022

SUMMARY OF EXPENDITURES BY DEPARTMENT GENERAL FUND

	Actual FY 2017/18	Actual FY 2018/19	Actual FY 2019/20	Unaudited Actual FY 2020/21	Adopted Budget FY 2021/22
Administrative Services	\$ 2,822,016	\$ 2,739,928	\$ 3,183,381	\$ 2,881,522	\$ 3,406,287
Community Development	3,121,613	2,879,884	3,227,292	3,521,265	3,262,973
Community Services	5,385,669	6,092,185	5,852,367	6,024,734	7,178,464
Police	18,287,014	19,053,326	20,594,862	20,840,899	23,083,763
Fire	10,788,410	10,623,517	10,751,380	11,664,942	11,697,697
Library	1,789,407	1,819,005	1,982,107	1,933,575	2,161,761
Public Works	710,478	632,807	651,450	593,016	685,098
Capital Improvements	12,953	1,145,335	0	0	0
Non-Departmental	10,368,327	7,465,263	7,663,546	8,542,824	9,706,258
Total Expenditures	\$ 53,285,886	\$ 52,451,250	\$ 53,906,385	\$ 56,002,776	\$ 61,182,301

ADOPTED BUDGET FY2021-2022 SUMMARY OF EXPENDITURES BY DEPARTMENT – GENERAL FUND



**CITY OF WOODLAND
FISCAL YEAR 2021/22
TOTAL APPROPRIATIONS BY FUND**

Fund	Title	Actual					Unaudited Actual	Adopted
		FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY2020/21	FY2021/22
010	EQUIP SERVICES	2,826,644	3,478,204	2,536,285	2,559,518	2,079,611	1,996,738	2,117,713
011	FACILITIES REPLACEMENT	98,185	136,303	425,074	183,066	272,322	594,249	127,322
012	EQUIPMENT REPLACEMENT	893,798	1,327,998	1,301,781	806,857	2,427,001	1,144,677	1,354,987
013	BENEFITS FUND	7,944,470	8,195,565	8,333,963	8,552,127	8,974,331	9,414,960	8,943,008
014	VEHICLE-EQUIPMENT LEASES	0	0	0	0	697,384	803,141	720,232
015	INFORMATION SYSTEMS FUND	1,968,235	1,755,230	1,922,503	1,780,227	2,355,667	1,765,127	2,128,546
091	SELF INSURANCE	1,531,960	1,625,833	1,434,694	1,876,963	1,915,708	3,474,777	2,857,156
099	DISBURSE FUND-PR	0	93,223	70	(1)	0	236,713	0
101	GENERAL FUND	45,717,624	47,959,418	53,285,886	52,451,250	57,744,683	56,002,776	61,182,301
102	TRANS DEBT SVC			0	0	0	421,790	0
103	INVESTMENT FUND	0	0	0	0	175,000	489,168	450,000
210	WATER ENTERPRISE FUND	24,664,336	32,870,062	30,828,512	35,265,543	45,338,994	25,423,565	33,825,139
220	SEWER ENTERPRISE FUND	21,457,716	16,139,582	16,962,013	18,060,058	27,653,057	19,469,534	21,476,106
221	STRM DR ENTERPRISE FUND	1,336,966	1,347,103	1,324,366	1,420,047	1,433,373	708,734	1,409,414
222	WASTEWATER PRE-TREATMENT	358,761	514,775	552,869	496,963	588,064	539,082	558,196
240	CEMETERY	356,774	379,366	416,610	411,829	528,749	519,470	538,534
250	RECYCLING	230,495	243,898	208,042	231,411	331,212	222,208	286,821
252	CONST/DEMO DEBRIS RECYCLE	36,920	40,696	68,814	71,725	73,359	28,812	34,048
253	RECREATION ENTERPRISE	296,740	327,152	335,822	317,226	436,668	143,756	409,547
260	FIRE GRANTS	0	0	3,243	40,584	0	0	0
280	TRANSIT SYSTEM	1,473,371	1,579,634	1,572,148	1,691,029	1,807,838	1,203,735	2,015,071
301	LITERACY GRANT	85,292	80,424	91,150	90,624	94,967	32,207	95,202
320	COMMUNITY DEV. BLOCK GRNT	332,212	523,464	599,468	512,586	917,637	530,067	501,799
321	OFF-SITE AFFORD HOUSING	77,350	0	0	0	260,000	0	0
322	SUPPORT HOUSING PROGR	201,908	222,876	112,398	256,866	521,381	201,340	275,505
323	HOME GRANT	38,725	0	0	0	675,250	0	0
324	HOUSING ASSISTANCE GRANTS	29,398	66,448	0	0	210,000	0	0
325	STATE GRANTS	351,723	173,033	324,039	107,778	550,295	469,776	265,746
326	HOUSING ASSISTANCE	191,255	139,427	127,004	1,828,853	198,640	29,512	22,589
332	AMERICAN RESCUE PLAN	191,255	139,427	127,004	1,828,853	198,640	0	5,550,000
327	AFFORDABLE HOUSING IN-LIEU	0	0	140,000	0	640,000	39,469	0
330	OTHER FEDERAL GRANTS	0	0	0	245,626	138,022	1,108,206	0
331	HOMELESS HOUSING			0	0	817,795	2,964,913	0
340	POLICE GRANTS	136,116	403,995	413,485	462,316	0	0	517,126
349	LOCAL LAW ENFORCEMENT BL	1,382	0	0	0	0	0	0
350	COPS MORE TECH GRANT	7,968	0	0	0	0	0	0
351	TRANSPORTATION GRANT	1,508,523	1,914,661	3,904,761	8,701,021	10,505,288	2,655,019	3,046,000
352	SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUNDS	113,100	105,134	129,949	142,451	157,701	179,696	208,218
353	PROPOSTION 172	537,080	491,453	550,317	501,357	520,666	537,142	574,702
354	TRANS DVLP (SB325)	1,517,803	1,527,542	1,121,320	1,147,122	1,299,400	1,020,213	1,381,723
355	GAS TAX-2106 (SELECT)	1,313,678	1,335,850	1,719,383	1,706,123	1,982,714	1,767,251	2,009,782
357	ASSET FORFEITURE FUND	8,529	0	45,480	11,517	10,104	209	10,313
358	HOUSING MONITORING FUND	15,735	87	87	87	100	113	126
359	FIRE SUPPRESSION DISTRICT	5,622	6,199	6,861	7,232	3,500	8,988	3,500
360	FIRE SAFER GRANT	0	0	0	0	492,000	393,281	458,613
361	ROAD MAINT AND REHAB ACCOUNT	0	0	2,185	521	1,279,994	504,670	1,700,000
365	ENVIRONMENTAL COMPLIANCE	361,193	1,109,061	169,236	199,914	343,726	224,082	211,463
381	GIBSON RANCH L&L	756,616	710,294	698,438	666,939	1,194,818	765,768	953,913

Fund	Title	Unaudited Actual						Adopted FY2021/22
		Actual FY 2015/16	Actual FY 2016/17	Actual FY 2017/18	Actual FY 2018/19	Actual FY 2019/20	Actual FY2020/21	
383	N PARK L&L DISTRICT	21,624	25,340	30,721	27,386	61,509	39,119	43,969
384	SP ASSESS STRENG PD LAND	20,627	28,508	31,786	23,495	72,736	31,816	47,114
386	USED OIL RECYCLING GRANT	32,978	16,963	15,979	32,855	182,290	54,917	30,000
387	WOODLAND WEST L&L	9,260	11,077	19,125	12,239	45,721	17,470	30,727
389	SPRINGLAKE L&L	883,629	979,541	1,057,860	1,373,523	2,350,172	2,026,404	2,445,810
391	SPORTS PARK O&M CFD	412,139	351,772	460,722	440,435	543,905	409,217	491,114
392	GATEWAY L&L	83,089	103,057	93,492	106,010	192,029	145,554	202,900
501	CAPITAL PROJECTS	224,578	161,747	177,191	121,205	526,145	148,452	2,094,510
502	STATE BOND ACT - PARKS PRJS	0	0	0	0	616,500	105,850	0
506	MEASURE E	3,526,783	4,837,926	4,771,336	2,859,786	6,422,912	4,079,706	1,563,617
507	MEASURE F	0	0	0	1,536,552	6,799,330	3,415,192	5,845,761
508	CAPITAL PROJECT MGMT	(2,359)	0	0	0	0	0	0
510	GENERAL CITY DEVELOPMENT	531,482	427,314	33,005	104,208	5,086	20,708	1,701
522	RECOGNIZED OBLIGATION RETIREMENT FUND	1,191,358	1,128,407	952,531	1,532,970	1,318,570	699,646	923,315
523	RDA 07 TAB BOND PROCEEDS	1,048,740	0	0	0	0	0	0
540	PARK & RECREATION DVLP	1,875,310	1,865,226	1,579,884	1,465,315	1,446,901	1,433,036	1,414,622
541	PARK IN-LIEU FEES	4,967	0	0	0	11	21	32
550	POLICE DEVELOPMENT FUND	72,475	69,210	69,141	69,069	69,154	66,498	66,735
560	FIRE DEVELOPMENT	181,734	181,572	181,534	191,388	167,518	149,635	133,256
570	LIBRARY DEVELOPMENT FUND	89,614	91,008	93,400	87,530	87,282	104,279	86,672
580	SURFACE WATER DEVELOPMENT	0	0	0	0	77	153	230
581	STORM DRAIN DEVELOPMENT	233,409	211,529	211,310	210,484	2,112,954	442,645	24
582	ROAD DEVELOPMENT	494,436	620,460	418,725	525,718	1,869,779	2,651,897	2,149,649
583	TREE RESERVE	1,786	728	1,559	816	2,500	375	0
584	WATER DEVELOPMENT FUND	69,799	69,799	69,799	69,799	46,542	23,284	27
585	SEWER DEVELOPMENT FUND	67,441	67,441	5,200,513	1,983,823	2,576,835	2,161,490	1,919,127
590	SOUTHEAST AREA CONSTRUCTION	0	0	0	0	2	3	5
593	GIBSON RANCH INFRA-STRUC	990	5,669	115,898	59,453	637,142	494,648	77
594	SPRING LAKE CAPITAL	3,484,658	340,972	147,682	3,633,848	9,928,521	10,610,459	17,294,070
601	SPRINGLAKE ADMINISTRATION	112,841	227,633	169,727	141,837	129,582	98,888	124,958
640	SLIF PARKS & RECREATION	498,914	1,639,689	3,459,348	2,160,404	2,524,339	552,028	0
681	SLIF STORM DRAIN FUND	2,180,669	1,492,730	1,716,846	3,848,409	8,294,791	1,729,671	0
682	SLIF STREET IMPROVEMENT	3,091,705	1,895,722	1,949,241	5,039,552	8,028,809	2,082,439	1,845,000
684	SLIF WATER FUND	427,357	262,040	269,438	684,756	0	0	0
685	SLIF SEWER FUND	665,760	408,220	419,745	1,066,750	0	49,063	0
830	SOUTHEAST AREA DEBT SERV	1,223,708	1,216,348	1,216,827	2,077,596	1,239,954	407,316	1,255,686
841	BEAMER/KENTUCKY ASSESS-R	0	0	0	122,002	0	0	0
850	EAST MAIN ASSESS DIST 90	1,228,791	0	2,154	0	0	0	0
870	CFD#2 SPRINGLAKE DEBT SRV	2,855,239	4,298,281	3,337,629	3,754,605	3,947,210	4,719,486	6,152,585
880	2005 CAPITAL PROJECTS L/R	500	0	0	0	0	0	0
882	2012 LEASE REFUNDING	1,061,394	1,059,897	312,202	0	0	0	0
883	2014 REFUNDING LEASE REV BONDS	1,540,692	1,537,877	1,537,876	1,537,878	1,545,364	1,542,857	1,550,344
885	WWTP REVENUE BONDS 2005	57,234	0	0	0	0	0	0
917	LIBRARY TRUST FUND	46,186	104,865	29,211	18,721	53,693	8,806	38,500
		\$148,526,993	\$152,701,984	\$161,948,697	\$181,554,619	\$241,691,525	\$178,557,962	\$205,972,598

FINANCIAL FORECAST

Introduction

The Five-Year Financial Forecast provides a long-term view of City revenues and expenditures to assist in evaluating the impact of policy choices on the long-term fiscal health of the City. This section provides a detailed discussion of the General Fund Five-Year Forecast as well as a summary of projections for selected other major funds supported by special taxes, assessments and fees.

The Five-Year Forecast is useful in identifying potential issues that may arise in the future, which require fiscal planning affecting the current budget. Early planning for projected changes in baseline expenditures is critical to ensuring long-term fiscal stability for the organization. Furthermore, the restrictions imposed by the State limiting local governments' ability to raise revenues, adds to the importance of understanding the long-term fiscal impact of policy decisions.

The forecast should not only identify opportunities or challenges, but it should also serve to explain the underlying conditions contributing to the results. By understanding the specific factors impacting variances in the forecast, policy makers can target budgetary actions appropriate to the nature and scope of specific issues.

Over the course of the most recent City Council budget discussion there has been increased focus on the sensitivity of the budget forecast to the major underlying revenue and expenditure assumptions. The uncertainty that characterizes the current economic climate not only argues for prudent long-term financial planning, but also suggests that the City being prepared for a range of outcomes is perhaps more appropriate than focusing on any single predicted outcome. As such, the five-year budget model truly serves as a planning tool rather than a forecasting tool.

Summary of Five-Year Forecast

This section of the budget document presents an update of the General Fund Five-Year Forecast. Previous efforts to address the structural deficits in past forecasts have relied on decreasing levels of one-time resources and contributed to an increasingly improved forecast. However, the latest economic recession, triggered by the bursting of the housing market "bubble" has greatly eroded the two most significant local revenue sources.

Past long term forecasts have served as valuable tools in assessing the City's progress in meeting its goal of fiscal stability, ensuring that current revenues are sufficient to meet expenditure requirements for maintaining existing service levels and that the City can sustain this level of service without reliance on growth or increases in current tax rates.

The five-year budget forecast serves to highlight the variability of the City's budget outlook in the face of stagnant revenues and continued uncertainty. Through modeling alternative revenue and expenditure assumptions, the forecast provides not only a sense of the short-term measures that are required to maintain a balanced budget, but also informs the level of contingency plans that need to be in place, should alternative scenarios play out.

The following summarizes the results of the City's baseline General Fund forecast:

General Fund 5-Year Forecast

- General Fund revenues (excluding Measure F) are projected to grow at an average annual rate of 2.8% per year, resulting in total revenue growth of \$7.5 million over five-year period FY2021/22 through FY2025/26.
- General Fund expenditures (excluding the transfer of Measure F) are projected to experience annual increases averaging 3.7% per year, resulting in total General Fund expenditures growth of \$10.1 million over five-year forecast period.
- Without corrective action, the General Fund reserve will decline from an estimated \$14.3 million (27.7% of revenues) at the end of the FY2021/22, falling below the 20% reserve policy level, to \$10.0 million (or 18%) by FY2023/24.
- The projected operating deficits shown over the five-year planning horizon remain highly sensitive to assumptions related to major city revenues and expenditure categories. Among the main areas of concern are property and sales tax revenues, and overall personnel costs (and specifically costs for health and retirement benefits).

Five-Year Forecast Assumptions

The Five-Year Forecast is based on a number of assumptions. Many factors which drive the forecast are beyond the control of the City, such as inflation, federal and state spending cuts, state wide initiatives, short-term economic cycles, and unforeseen emergencies. These assumptions impact revenue and expenditure projections and variations can cause wide swings in budget balancing strategies.

Inflation

Inflation is an important factor in any economic forecast, given its influence on both city revenues and expenditures. Inflation sensitive revenue, such as sales and business license taxes, make up a significant portion of the General Fund budget. Salary and benefit costs can also be influenced by annual cost-of-living increases.

The City of Woodland uses as its inflation index, the July-to-July All Urban Consumer Price Index for the San Francisco Bay Area. For the purposes of this forecast, a 2% annual inflation rate is generally used throughout the five-year planning timeframe.

Population

Based on data from the State Department of Finance, population is projected to be 60,978 for the 2021 year (an increase of 0.3% over the prior year). Population impacts some state revenues (allocated on a per capita basis) as well as drives demands for a variety of city services.

Expenditure Baseline

The expenditure baseline for the Five-Year Forecast is the Adopted FY2020/21 Budget. The forecast projects expenditures as a result of anticipated changes in factors and assumptions highlighted in this section.

Current service/staffing levels - The baseline Five-Year forecast assumes an increase of six (6) FTEs to the FY2021/22 staffing levels. The increases are a result of City Council approval of a COPS grant that adds three (3) additional police officer positions and also the addition of three (3) Senior

General Fund 5-Year Forecast

Records Specialists that will assist the Police Department with night records and the City will no longer have to contract out this function.

Personnel Costs

Salary and benefit costs make up 68% of the General Fund budget, less the transfer out of Measure F proceeds. Every 1% increase in total compensation costs approximately \$553,522 on an all funds basis, and approximately \$356,778 to the General Fund.

The Five-Year Plan reflects total compensation (salaries and benefits) an increase of 8.7% for FY2021/22, and averaging 5.2% per year over the five-year forecast. This represents an increase of approximately \$2.9 million to the General Fund over the Five-Year Plan.

Insurance Premiums

Costs related to Health, Dental, Retiree Medical, Disability, Workers' Compensation, Life Insurance, Unemployment Insurance, and other related benefits are assumed to grow at an annual rate of 12.1% for FY 2021/22 and the forecast assumes annual average increases of 6.8% thereafter. The City is projected to pay out \$12.0 million in FY 2021/22, with \$7.0 million charged to the General Fund.

Other Post-Employment Benefits (OPEB)

GASB Pronouncement 75 requires public agencies to evaluate and report in its annual financial statements the fully-funding cost of any post-employment benefits (i.e. retiree healthcare). While GASB 75 does not require full-funding of post-employment benefits, it effectively sheds light in the gaps between the true cost of these benefits and the funds typically allocated on an annual basis for pay-as-you-go funding plans.

Beginning in FY2013/14, the City of Woodland began funding OPEB contributions over and above the historical pay-as-you-go levels previously included in the budgets. For FY2021/22, the OPEB contribution rate is approximately 12.0% of salaries, and includes an estimated \$1,007,786 in supplemental funding to be applied toward the amortization of the unfunded liability. Over the Five-Year Plan, the OPEB contribution rate is maintained at approximately 12.5%-13% of salaries; this is steadily climbing toward the goal of fully funding the annually required contribution of \$4.5 million or 20% of salaries.

State Retirement System

Retirement rates are set annually by the California Public Employees' Retirement System (CalPERS). The rates established for FY2021/22 reflect an increase from current rates. Retirement contribution rates are primarily driven by investment earnings for the CalPERS' investment portfolio, as well as variations in other actuarial assumptions.

The following table summarizes the employer contribution rates used in the Proposed FY2021/22 Budget and Five-Year Forecast:

General Fund 5-Year Forecast

	PERS projection	PERS projection	PERS projection	PERS projection	PERS projection
PERS RATES	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26
SAFETY	45.870	49.704	50.835	51.536	51.310
	6.1%	8.4%	2.3%	1.4%	-0.4%
MISC	37.427	38.196	38.785	39.313	38.976
	7.5%	2.1%	1.5%	1.4%	-0.9%

On an all-funds basis, the City's cost for retirement benefits in FY2021/22 is \$11.3 million and General Fund cost for retirement contributions will grow to just over \$7.4 million for FY2021/22.

General Fund Reserve

The General Fund reserve is intended to buffer against downturns in the economy, reductions in State and Federal funding, and could be used to buffer the impacts of potential budget balancing measures. In spring of 2015, the City Council revised its Reserve Policy and established minimum levels of reserves. The minimum reserve level is now 20% (previously 13%) of revenues.

The General Fund currently shows a reserve in excess of the minimum 20% required by Council policy. During the course of the Five-Year Plan, the General Fund reserve is projected to fall below the 20% minimum level. As discussed with Council in the workshops, staff will continue to monitor the approximately \$799,107 to \$3.3 million (over the Five-Year Plan) structural imbalance in the General Fund. This structural imbalance will change on annual basis as revenues are received actual expenditures are recorded.

General Fund Revenues

The amount of money available to fund services and programs through the General Fund is determined by the dollars generated by the City's economic base and the City's revenue structure (i.e., the fees and rates applied such as business licenses). The General Fund provides the only fully discretionary revenue available to the Council and citizens to directly support changing local priorities. The General Fund provides funding for such services as police and fire protection, parks, recreation, community development, as well as most of the administrative and support functions of City government.

While there are numerous sources contributing to overall General Fund revenues, there are five primary sources that the City uses throughout the year as key indicators of the health of overall General Fund revenue: property tax, sales tax, motor vehicle in-lieu taxes, transient occupancy (hotel) tax, and fee revenues. In FY2021/22, these indicator revenues are expected to comprise an estimated 80% of the total General Fund revenue.

General Fund Major Revenue Sources

The City's ability to maintain General Fund revenue consistent with inflation and other increasing pressures has been severely limited by various voter initiatives over the last 20 years. This trend began in 1979 with Proposition 13, and continued with the State-wide Proposition 218. The effects these voter initiatives have had on the City's General Fund have been further compounded

General Fund 5-Year Forecast

by the State's shift of local property tax revenues away from cities to school districts (ERAF) and the State General Fund.

The projection of revenues into the future is based on past performance and analysis of actual current private and public sector activity. This includes such private sector activities as housing trends, employment, property turnover and business growth; and public sector developments such as policy shifts at the local, state and federal levels.

Revenue projections are inherently dependent on a number of assumptions, which vary among revenue sources. The assumptions used to project the General Fund Revenues in the Five-Year Strategic Plan are as follows:

- **Property Tax** – The State Constitution sets the base property tax rate at 1% of assessed value. The City receives approximately 18% of the property tax generated in Woodland, with the majority of the revenue going to the State. Property tax receipts are projected to increase by 3.03% in FY2021/22 and grow at an average of 2.6% thereafter throughout the forecast.
- **Sales Tax** – Sales tax revenues are derived from the tax imposed on sales of goods and services transacted within the City. Sales tax revenues are expected to increase by 9.56% in FY2021/22 and then grow at an average of 3.78% throughout the forecast. The City utilizes a third party consultant to monitor sales tax information and trends; this consultant provides detailed reports and projections to assist with budget forecasting. The assumptions used in the Five-Year Plan are based on the most conservative options provided by the consultant.

In addition to the regular sales tax mentioned above, the City also projects revenues related to the special sales taxes enacted within the City: Measure F (1/2 cent) and Measure J (1/4 cent).

- **Motor Vehicle In-Lieu** – This revenue source represents the City's allocated share of state-wide vehicle registrations, apportioned throughout the County on a per capita basis. Historically, this revenue source has provided a stable funding source to the General Fund, in excess of \$4.0 million per year. In FY2003/04, this source of revenue was targeted by the State as a means to address the state's budget dilemma. This resulted in the loss of 3 months, or one-quarter, of the anticipated annual revenue.

The FY2004/05 State Budget changed how VLF revenues are distributed, and lessened the reliance of this revenue source on the part of cities. In that year, roughly 90% of cities' VLF revenues were exchanged for an equal amount of Property Tax revenues from the State. In subsequent years, the amount of the property tax "in-lieu" payments increased in proportion to growth in each jurisdiction's assessed value. As noted with Property Taxes, these revenues are projected to increase by 3.04% in FY2021/22 and grow at 2.6% thereafter throughout the forecast.

- **Fee Revenues** – Several City programs are funded through fees charged to participants and users of city services. These range from fees for recreation programs to fees for building permits. Most fees are updated each July by an inflation factor; a comprehensive study of a majority of the City's fees has not been completed since 2004, with the exception of building fees and fire fees. For this five-year projection, fee revenues are assumed to remain flat over the Five-Year forecast.

General Fund 5-Year Forecast

- Franchise Fees - Franchise fees are a form of rent for use of City streets and roadways. Examples of businesses that pay franchise fees include trash collectors, cable television companies, electric utilities and oil and natural gas pipeline companies. Franchise fees are generally dependent upon the revenues of the companies that pay the fee to the City; for FY2021/22, and throughout the forecast, these revenues are assumed to increase at an average of 2% per year.

ADOPTED FUNDING RECOMMENDATIONS

The budget includes an allocation of \$2.6 million from available excess reserves to fund one-time priority needs, plus an additional \$659,890 in ongoing appropriations across All Funds. The following summarizes the specific one-time funding recommendations included as part of the FY2021/22 Adopted Budget:

Three (3) Senior Records Specialists -Savings will be realized with YECA Contract	\$318,885
Municipal Service Center - Future Roof Replacement - Partial Contribution	\$250,000
Three (3) COPS Grant Patrol Officer - Vehicle and Equipment (Year 1 of 2)	\$146,312
Contract Services - Building Inspection - Plan Check	\$100,000
Continuation of Traffic Calming Program	\$50,000
Code Violation - Abatement funding	\$50,000
Fire Station Alerting	\$40,000
Police Public Relations Consulting Contract Service	\$30,000
Temporary Staff - Building Inspection	\$25,000
Special Event funding	\$25,000
Abandoned RV towing	\$20,000
Equipment Rental - Tree Stump Removal	\$5,000
Rock Steady Boxing - Supplies	\$3,000
	<hr/>
	\$1,063,197
New Fire Station Set-Aside	<hr/>
	\$1,000,000
Total General Fund One-Time Funding Recommendations	\$2,063,197
Three (3) COPS Grant Patrol Officers - Personnel (Year 1 of 2)	\$429,841
City share - County Mental Health Clinician	\$60,000
Three (3) Senior Records Specialists	\$53,973
Woodland Regional Park - Staffing and Maintenance	\$25,000

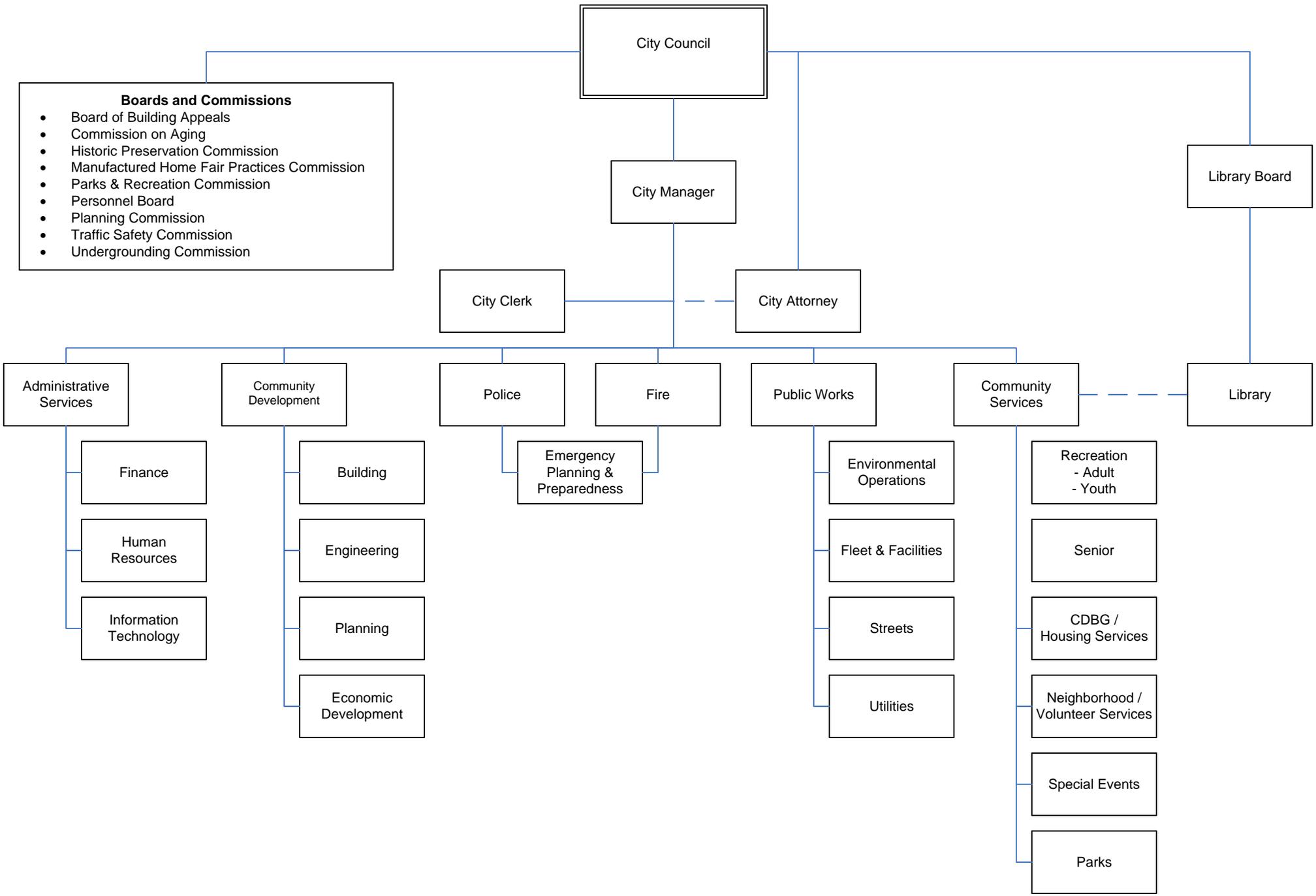
General Fund 5-Year Forecast

Equipment Replacement for Police	\$8,660
Continued Use of Two (2) Older Police Vehicles - Vehicle Maintenance Cost	\$5,000
Economic Development - Increase in Regional Memberships	\$2,000
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Total General Fund Recurring Funding Recommendations	\$584,474
Measure J - Community College Promise Program (1 of 2 years)	\$100,000
Woodland's Fast Pitch	\$8,000
Facilities Replacement Fund - Various priority projects in City facilities	\$124,255
Water Enterprise - Small project funding for the City's Environmental Division	\$3,000
Sewer Enterprise - Smart Man-hole covers for sewer lines	\$11,955
Measure F - Park Projects funding from reserves	\$175,018
Assistance to Firefighters Grant Match (for radios)	\$45,000
Police equipment Replacement	\$3,200
Sidewalk Gutter and Repair	\$50,000
	<hr/>
Total Other Funds One-Time Funding Recommendations	\$520,428
Measure J - Temporary Position to Assist with Pool Maintenance	\$16,000
Library Square-One Position Reclassification	\$12,000
Water Enterprise - Mini Excavator Replacement and Maintenance Cost	\$9,336
Generator Transfer Switch Testing for City facilities	\$7,500
Sewer Enterprise - Man-hole repair and maintenance materials	\$14,000
Generator Transfer Switch Testing for City facilities	\$7,500
Upgrade a Maintenance Worker from I/II to III/IV	\$7,073
Smart Man-hole covers - maintenance & monitoring	\$1,221
Storm Drain Fund - Upgrade a Maintenance Worker from I/II to III/IV	\$786
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Total Other Funds Recurring Funding Recommendations	\$75,416

General Fund 5-Year Forecast

ADOPTED BUDGET (INCLUDES FUNDING RECOMMENDATIONS)

General Fund	Unaudited Actuals	Adopted	Mid-Year Projection	Baseline	Forecast			
	FY2019/20	FY2020/21	FY2020/21	FY2021/22	FY2022/23	FY2023/24	FY2024/25	FY2025/26
Beginning Balances	\$ 17,246,538	\$ 13,271,007	\$ 17,327,991	\$ 17,165,518	\$ 14,303,214	\$ 12,627,683	\$ 10,025,392	\$ 7,240,421
Revenues	\$ 55,565,212 -1.09%	\$ 53,973,069	\$ 57,390,851 3.29%	\$ 58,319,997 1.62%	\$ 60,434,761 3.63%	\$ 62,280,104 3.05%	\$ 64,262,095 6.33%	\$ 66,003,746 5.98%
Expenditures (Includes Measure J)	\$ 52,956,117 0.15%	\$ 54,097,609	\$ 57,369,579 6.94%	\$ 59,119,104 3.05%	\$ 62,110,292 5.06%	\$ 64,882,396 4.46%	\$ 67,047,065 4.46%	\$ 69,288,697 3.34%
<i>Minus FY20 to FY21 Purchase Order Roll-Overs</i>	(602,545)							
<i>Minus FY20 to FY21 Carry-Over Requests</i>	(752,435)							
<i>Minus Measure J Unspent Fund Balance</i>	(482,515)	52,638	248,395					
Annual Surplus/Deficit	771,600	(71,902)	269,667	(799,107)	(1,675,531)	(2,602,292)	(2,784,971)	(3,284,950)
General Fund One-Time								
One-time Funding (CALPERS Extra Payment)	(690,147)	(432,140)	(432,140)	(1,063,197)				
Fire Station	-			(1,000,000)				
General Fund Loan Repayments								
Unreserved Fund Balance	\$ 17,327,991	\$ 12,766,965	\$ 17,165,518	\$ 14,303,214	\$ 12,627,683	\$ 10,025,392	\$ 7,240,421	\$ 3,955,471
Ending Unreserved Fund Balance	\$ 17,327,991	\$ 12,766,965	\$ 17,165,518	\$ 14,303,214	\$ 12,627,683	\$ 10,025,392	\$ 7,240,421	\$ 3,955,471
Percentage (E.U.F.B./Revenues)	34.9%	26.4%	33.4%	27.7%	23.6%	18.2%	12.8%	6.0%
Reserve Policy \$	\$ 9,925,917	\$ 9,665,738	\$ 10,269,746	\$ 10,344,919	\$ 10,699,252	\$ 11,006,221	\$ 11,343,399	\$ 13,200,749
Reserve Policy %	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%
"Excess" Fund Balance (over Reserve Target)	\$ 7,402,074	\$ 3,101,227	\$ 6,895,772	\$ 3,958,295	\$ 1,928,431	\$ (980,829)	\$ (4,102,978)	\$ (9,245,279)



CITY ORGANIZATION

Employee Summary - Citywide

Classification	FY2020/21	Proposed Changes	Adopted FY2021/22
Administrative Services Director	1		1
Accountant I/II	1		1
Accounting Tech	1		1
Administrative Clerk II	2		2
Administrative Clerk III	2		2
Administrative Supervisor	2		2
Application Analyst, Sr.	1		1
Assistant Planner	1		1
Associate Engineer	3		3
Associate Planner	1		1
Chief Building Official	1		1
Chief Plant Operator	0		0
Chief Collection System Operator	1		1
Chief Water Systems Operator	1		1
City Clerk	1		1
City Manager	1		1
Code Compliance Officer I/II	1		1
Community Development Clerk II	2		2
Community Development Director	1		1
Community Development Technician I	2		2
Community Risk Reduction Specialist II	2		2
Communications Manager	1		1
Community Services Director	1		1
Community Services Officer	4		4
Community Services Program Manager	2		2
Conservation Coordinator	1		1
Crime & Intelligence Analyst	1		1
Crime Prevention Specialist	1		1
Deputy CDD Director	1		0
Electrical Supervisor	1		1
Electrician's Assistant	2		2
Engineering Assistant	2		2
Engineering Technician I	1		1
Engineering Technician III	3		3
Environmental Compliance Inspector II	1		1
Environmental Compliance Specialist	1		1
Environmental Resource Analyst	1		1
Env Sustainability Manager	1		1
Equipment Services Clerk	1		1
Executive Assistant	1		1
Facilities Maintenance Worker II	1		1
Facilities Maintenance Worker III	3		3
Finance Clerk I	1		1
Finance Clerk II	1		1
Finance Officer	1		1
Finance Specialist	3		3

CITY ORGANIZATION

Employee Summary - Citywide

Classification	FY2020/21	Proposed Changes	Adopted FY2021/22
Finance Supervisor	1	-1	0
Fire Battalion Chief	3		3
Fire Captain	12		12
Fire Chief	1		1
Fire Engineer	12		12
Fire Marshal	1		1
Firefighter	18		18
Fleet & Facilities Manager	1		1
GIS Analyst	1		1
GIS Technician I/II	1		1
Heavy Equipment Mechanic	1		1
Human Resources Clerk	1		1
Human Resources Manager	1		1
Ind Electrical Tech	2		2
Information Systems Technician I	1		1
Information Technology Analyst	2		2
Information Technology Manager	1		1
Infrastructure Administrator	1		1
Junior Engineer	1		1
Laboratory Supervisor	1		1
Laboratory Technician II	2		2
Librarian I	1		1
Librarian II	2	1	3
Librarian III	1		1
Library Services Director	1		1
Library Technician Assistant II	1		1
Library Technician Assistant III	2		2
Light Equipment Mechanic	2		2
Literacy Coordinator	1	-1	0
Maintenance Worker II	5		5
Maintenance Worker III	2		2
Management Analyst I/II	2	1	3
Marketing & Business Relations Specialist	1		1
Meter Services Technician	2		2
Park Maintenance Worker I	2		2
Park Maintenance Worker II	2		2
Park Superintendent	1		1
Park Supervisor	2		2
Police Captain	1		1
Police Chief	1		1
Police Lieutenant	3		3
Police Officer	53	3	56
Police Records Specialist	3	3	6
Police Records Supervisor	1		1

CITY ORGANIZATION

Employee Summary - Citywide

Classification	FY2020/21	Proposed Changes	Adopted FY2021/22
Police Sergeant	10		10
Pool Facilities Technician	1		1
Principal Civil Engineer	1		1
Principal Planner	2		2
Principal Utilities Civil Engineer	1		1
Public Works Director	1		1
Recreation Coordinator	3		3
Recreation Supervisor	4		4
Secretary to the City Manager	1		1
Senior Accountant	1		1
Senior Building Inspector	1		1
Senior Building Plans Examiner	1		1
Senior Associate Civil Engineer	2		2
Senior Civil Engineer	1		1
Senior HR Analyst	1		1
Senior Engineering Assistant	2		2
Senior Equipment Mechanic	1		1
Senior Maintenance Worker	1		1
Senior Management Analyst	3		3
Senior Planner	1		1
Senior Traffic Sig/Street Light Tech	1		1
Senior Water/Waste Instr Tech	1		1
Signs and Marking Tech II	1		1
Social Services Manager	1		1
Senior Construction Project Manager	1		1
Senior Police Records Specialist	3		3
Senior Tree Trimmer	1		1
Senior Utilities Maint Wrk Sewer	1		1
Senior Water System Operator	1		1
Senior Water Pollution Control Operator	1		1
Senior Signs & Markings Technician	1		1
Systems Analyst, Senior	1		1
Treatment Plant Mechanic	1		1
Treatment Plant Superintendent	1		1
Tree Trimmer I	1		1
Underground Utility Service Locator	1		1
Utilities Administrator	1		1
Utilities Maintenance Worker I	14		14
Utilities Maintenance Worker II	7	-1	6
Utilities Maintenance Worker III	4	1	5
Utilities Maintenance Worker IV	1		1
Water Pollution Control Operator I	1		1
Water Pollution Control Operator III	1		1
Water Pollution Control Operator IV	1		1
Water Systems Operator I/II	2		2
Water/Waste Inst Tech	1		1

CITY ORGANIZATION

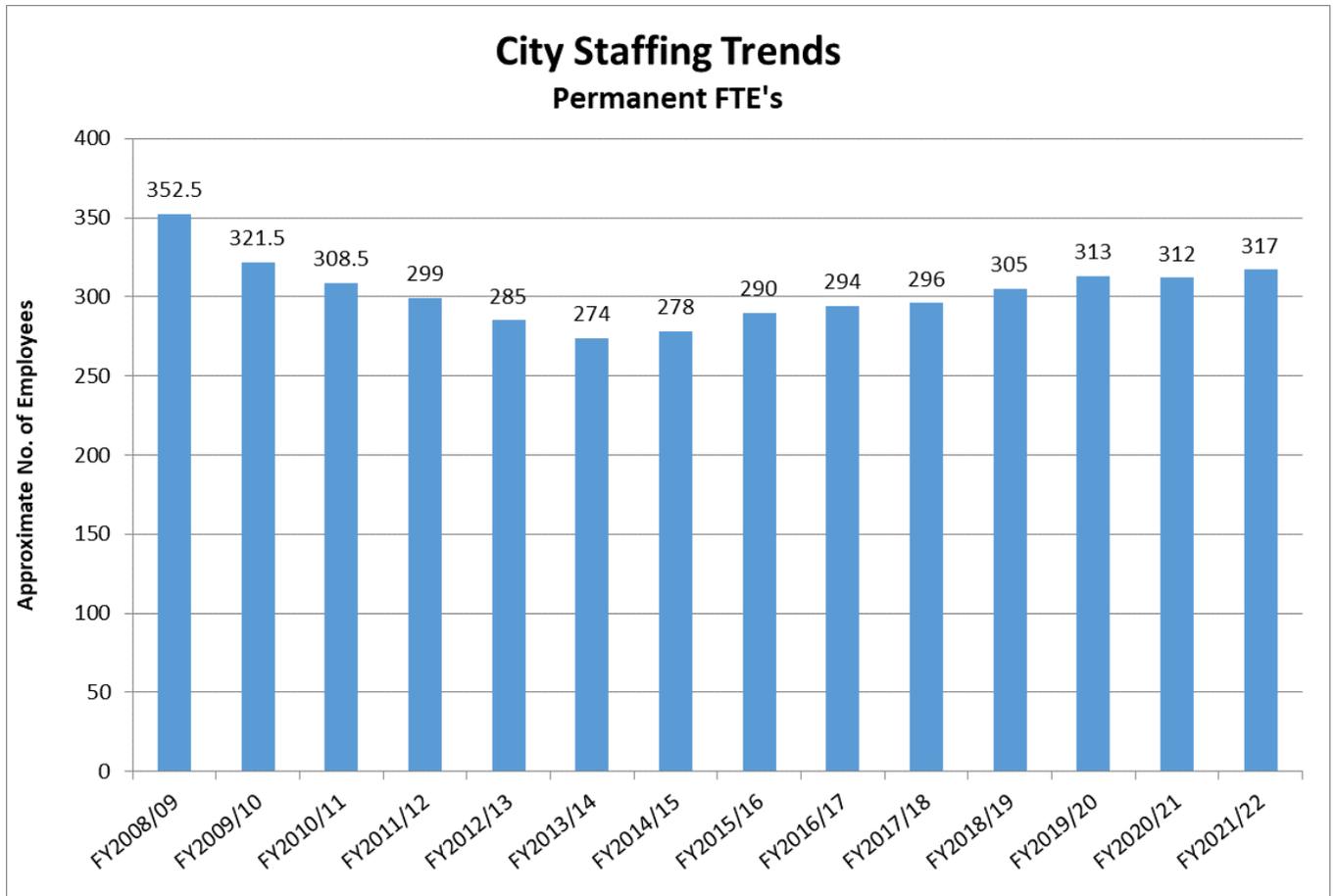
Employee Summary - Citywide

Classification	FY2020/21	Proposed Changes	Adopted FY2021/22
Total Full-Time Equivalent Positions	312	6	317*

*The FTE Count for FY2021/22 drops to 317 due a contract position that expires in August 2021.
The count would have otherwise reflected 318 positions

City Organization

The citywide organizational chart below represents a 14-year personnel (permanent regular full-time employees) trend for the City.



ADMINISTRATIVE SERVICES

Administrative Services consists of the following: City Council, City Manager, City Clerk, and City Attorney. Additionally, the support functions of Human Resources, Finance and Information Technology (IT) are included under Administrative Services for management and budgeting purposes.

City Council

The City of Woodland, first incorporated in 1871, is a general law City under provisions of the State of California. A directly-elected five-member City Council serves as the policy-making body for the City. In 2016, the City Council transitioned from being elected “at-large” to being elected “by district.” Also as part of this transition, the office of the Mayor shifted to one-year terms that rotates between districts.

The City Council establishes goals and priorities for the delivery of city services and approves the annual budget in support of planned activities. In performing this role, the City Council holds regular and special public meetings and investigates various matters pertaining to the health, safety and welfare of all Woodland citizens and businesses. This division contains the costs incurred by the City Council in the course of its work, including stipends, memberships, conferences and travel.

The City Council establishes priority goal areas for the City and has identified specific projects and initiatives within each. These goals, priorities and projects are reviewed and updated as necessary each year. The City Manager and staff are collectively responsible for implementing these priorities, which currently include the following:

- Fiscal Responsibility
- Public Safety
- Strengthening Downtown
- Economic Development/Jobs
- Quality of Life
- Infrastructure
- Governance/Organizational Effectiveness

City Manager

Under the Council/Manager form of government, the City Manager is appointed by and responsible to the City Council to serve as the administrative head of the organization and to direct the overall performance and coordination of all City services and programs. Pursuant to the City Code, the City Manager is responsible for the enforcement of all City ordinances and the implementation of City policies. The City Manager prepares and administers the City’s budgets, appoints and evaluates department heads, and keeps the City Council advised as to the needs of the City. Additionally, this division contains the costs for the City’s membership in various organizations and the City’s funding contributions to other agencies, such as the Local Agency Formation Commission (LAFCO), the County Office of Emergency Services, and the Sacramento Area Council of Governments (SACOG).

FY2020-21 Accomplishments

- Presented balanced budget for FY2021-22 consistent with the City’s framework for fiscal sustainability; budget structurally-balanced; maintained prudent reserves; limited budget

Department Summaries

flexibility (mostly one-time) for highest priority needs; continued to address unfunded OPEB liabilities.

- Successfully renewed the City's ¼ cent Sales Tax (Measure J) for an eight-year term via November 2020 ballot.
- Successfully negotiated with each of the City's employee bargaining groups to achieve fiscal concessions to assist with balancing the City's budget.
- Secured funding for and made significant progress on relocating the First and Hope Homeless Shelter to the new East Beamer Way campus, with additional progress on completing the planned permanent supportive housing solution.
- Implemented policies and procedures to guide staff and the City's response to the COVID-19 pandemic, focused on providing essential functions and services while maintaining employee safety and supporting local businesses.

FY2021-22 Goals

- Continue prudent management of City fiscal resources through implementation of long-term budget framework.
- Begin negotiations for expiring labor agreements with the Woodland Police Officer's Association, Woodland Police Supervisors Association, and Mid-Management Professional's Association.
- Continue progress on meeting key milestones in the development and selection of a locally-preferred flood control project to mitigate the risk associated with Lower Cache Creek.
- Continue exploring funding opportunities and strategies for relocation of Fire Station #3 and for a second community pool.
- Continue to explore alternative governance and service-delivery model(s) and potential formation of an Animal Services JPA.
- Review/update regulatory provisions for commercial cannabis uses.
- Develop a framework for allocation of resources received in connection with the American Rescue Plan Act to achieve maximum benefit for the community.

City Clerk

The City Clerk is primarily responsible for preparation of the City Council agendas and completes the necessary arrangements to ensure an effective meeting. The Clerk also assures that before and after the City Council takes action, those actions are in compliance with all federal, state and local statutes and regulations and that all actions are properly executed, recorded and archived.

Other duties include posting of Council meeting minutes, codifying City ordinances, maintaining files in connection with City contracts and agreements, publishing all legal notices, serving as filing officer for various statements of economic interest and campaign statements, conducting municipal elections, Public Records Act, Political Reform Act and the Brown Act (open meeting laws).

In addition, the City Clerk oversees the preservation and protection of the public records by maintaining and indexing the Minutes, Ordinances, and Resolutions adopted by the City Council as well as ensures that other municipal records are readily accessible to the public.

Department Summaries

The City Clerk also serves as liaison between staff, community and others with the Council and responds to requests from the public for information regarding City government, including responses to requests made under the Public Records Act.

FY2020-21 Accomplishments

- Assured Form 700, Statement of Economic Interests and Form 460, Campaign Statements were filed in a timely manner.
- Assured City Council agendas and supporting documents were posted within legal requirements on City website.
- Provided access to City public records, which included responding to Public Records Requests within legal timeline and maintained transparency in Government.
- Assured City Council minutes were completed accurately and in a timely manner and available on the City website.
- Worked with Yolo County Elections Office and assisted Council Candidates with the November 2020 elections for District 2, 4 and 5.

FY2021-22 Goals

- Assure Council candidates meet their legal responsibilities before, during and after the election from election orientation, pulling nomination papers, certification of election results and filing of final campaign disclosure documents.
- Conduct Mandatory Review of Conflict of Interest Code.
- Assure City Council minutes are completed accurately and in a timely manner and available on the City website.
- Assist with the efforts to evaluate redistricting options, required to be completed by April 2022.

City Attorney

The City Attorney is appointed by the City Council and serves as the City's legal advisor. City Attorney services are currently performed under contract with the law firm of Best, Best and Krieger, LLP. The work involves preparation and review of contracts, agreements, ordinances, resolutions and other legal documents and providing legal advice to the City organization on a variety of matters. This division contains the expenses incurred by the City Attorney services retainer, reimbursable expenses and other related legal expenses.

Human Resources

Human Resources is a support division to the six (6) departments in the City organization and is primarily responsible for recruitment, testing and selection; records management, position control, classification and compensation, benefit and retirement administration, employee and labor relations, development and monitoring of the City's personnel rules and policies; enforcement of labor related federal/state laws and regulations, monitoring city-wide performance evaluations; coordination of worker's compensation claims; labor negotiations; and promotion of safety in the workplace.

FY2020-21 Accomplishments

- Reviewed and adjusted salary ranges for Department Directors.

Department Summaries

- Retooled recruiting for Utility Maintenance Workers.
- Hired 20 full-time employees and 88 temporary employees.
- Processed 36 terminations and 6 promotions.
- Conducted 56 recruitments, which included full-time and seasonal positions.
- Reviewed over 1,000 applications for various positions.
- Provided quarterly updates of the Salary Schedule to City Council.
- Worked as part of the EOC team to respond to the COVID-19 pandemic.
- Developed and implemented several policies related to the impact of COVID-19.
- Assisted with the update of the Police Mid-Management MOU and various side letters of agreement with the other employee bargaining units.

FY2021-22 Goals

- Review all processes to look for options to improve efficiency and use of technology.
- Utilize Target Solutions to provide training to all City departments.
- Update and document the Onboarding Process of New Employees.
- Implement Harassment Training for all seasonal employees.
- Update various policies such as FMLA, Hearing Conservation, and Smoking Policies.
- Continue to review and update job descriptions as appropriate.
- Develop Seniority Lists for all departments.
- Work with Departments and Associations regarding the annual budget.

Finance

The Finance Division is responsible for the oversight and management of the City's financial resources. The division provides service to citizens and others having financial dealings with the City, and is organized into two primary functions:

Administration

Finance Administration is responsible for overall management and direction of the Finance Division including budgeting, long-term financial planning, debt management, assessment district management, audits, treasury and cash management, and special projects related to City financial issues.

Expenditure budgets within this division also include payment of premiums for city-wide benefits in various internal service funds. These premiums include medical/prescription, vision services, dental services and life insurance. Additionally, premium payments for the City's insurance for worker's compensation, property and equipment, and liability to YCPARMIA are covered within this division.

Accounting

This division is responsible for the timely tracking and reporting of all City revenues and expenditures, ensuring payment for all City services and debts, maintenance of the accounting system, customer account maintenance for City furnished utility services, financial administration of grants and capital projects, and processing of the City's payroll.

Purchasing

This division assists with procurement of special order items, monitors the City's purchasing policies related to department purchases and administers the City's purchasing card program. Full-time staffing

Department Summaries

for these functions have been eliminated over the last several budget cycles, but the functions have been absorbed into the Accounting and Administration functions noted herein.

FY2020-21 Accomplishments

- Presented a budget for FY2021-22 consistent with the City's framework for fiscal sustainability; budget structurally-balanced; maintained prudent reserves; limited budget flexibility (mostly one-time) for highest priority needs; continued to address unfunded OPEB liabilities.
- Implemented changes in structure and staffing to allow for more centralized oversight for City procurement processes.
- Completed planned compliance audit programs for new cannabis businesses.
- Updated the actuarial report for the City's unfunded liability related to post-retirement healthcare costs.
- Updated the Cannabis Business License fees to reflect first year of operational experience and implement and renewal fee.
- Successfully managed the City's investment portfolio of nearly \$150 million, maintaining safe investments while earning more than \$3 million in income for the year.
- Issued additional bonds to allow for payment of additional infrastructure in the Spring Lake neighborhood.
- Participated in the request for proposal (RFP) and selection of a vendor to replace the City's current financial and permitting software, prepared a funding analysis and work plan.
- Completed the studies required to update the rates charged for the Water and Wastewater utilities in the City; a pending Proposition 218 process will occur in the fall of 2021.

FY2021-22 Goals

- Complete and publish the Comprehensive Annual Financial Report (CAFR) in conformity with GASB requirements in a timely manner.
- Continue development and update of multi-year forecasts for other major City funds.
- Complete Proposition 218 process for implementation of updated water and sewer rates.
- Incorporate community investment banking into the City's overall investment strategy.
- Begin the implementation process for replacement of the current financial and permitting software.
- Monitor all outstanding debt for refunding/refinancing opportunities.
- Update and implement revised city-wide policies related to travel, Cal-Card usage and overall purchasing.
- Complete an analysis of the City's storm water rates and determine a strategy for potential adjustment to the fees.

Information Technology

The Information Technology (IT) Division operates and maintains the City's computer network, stand-alone systems, general-purpose and specialized software, messaging infrastructure, GIS environment, Council Chambers audio-visual equipment, and related multimedia and automated systems. A "help desk" function is also included to track and respond to problems reported on supported systems. The programs encompass the daily operation and ongoing maintenance of the City's computer systems. These

Department Summaries

systems provide general office automation support as well as specialized data processing capabilities for employees in all City offices. Expenditures cover repair and replacement programs, software licensing, hardware support, outsourced professional services, and other similar activities. The Information Technology Division also provides for Information Systems services needed to operate and maintain specialized decision support systems.

FY2020-21 Accomplishments

- Security - Microsoft is constantly patching security holes in their software and at the same time constantly developing new software to replace existing software. Most of our servers run on a Windows operating system all of which need to be patched in a timely fashion and when Microsoft no longer patches that version we must upgrade to the latest stable version. This past year we migrated many services to new servers, including SQL and IIS. Many of the migrations took a lot of planning and testing to limit the risk of downtime and data loss.
- Organizational Effectiveness - While we started the fiscal year with a small taste of zoom, we did not realize at the time the extent of what we would be supporting over the year. The zoom era was here and public meetings were IT's latest challenge. It was a rocky start to what would become a year of IT-involved public meeting management. Support for nearly all public meetings including City Council, Planning Commission, Historic Preservation Commission, Parks & Rec Commission, as well as State of the City, Public Hearings, and other miscellaneous public meetings.
- Security - BYOD (Bring Your Own Device) is the practice of allowing employees to use their personal computers, smartphones, or other devices for work purposes. This is something IT departments have had to deal with and continue to deal with. Woodland is no different but the move to remote meetings compounded this issue. One of the weaknesses of a virtualized desktop infrastructure is the lack of web camera support. With remote meetings being common many employees choose to use personal computers and smartphones to join these meetings. If the network is improperly setup this could allow viruses on a user's personal computer to spread throughout the network and infect many computers. Due to this concern, IT created a segmented network for employee's personal devices, which will provide high-speed network access with no risk to the city network.

FY2021-22 Goals

- Organization Effectiveness - IT is a constantly evolving field which means we must remain nimble to changes and adopt new technology to help us stay efficient and cutting edge. Over the past few years IT has been installing hundreds of cameras mainly in and around city facilities but this past year IT has been tasked with installing cameras in parks and other problem areas around the City. The problem IT faces with each of these requests is how to connect a park to our network so Public Safety has easy remote access. Over the past year this required a bucket truck and a few employees to visually inspect the wireless route. This year IT hopes to limit the amount of staff required and rely on a drone to do our path surveys. This requires staff training

Department Summaries

and certification to fly. Drones can be used for highly efficient data collection. With the right equipment, critical calculations can be performed to determine slope, volume, depth, and height. This is done now but is very labor-intensive.

- Security - Currently, the City Network is segmented into public and corporate networks, with an increased number of "Bring your own device" (BYOD) equipment there is more potential for a rogue device to accidentally access our corporate network rather than being on the public segment. With 802.1x authentication, a certificate is issued to the endpoint device to facilitate the authenticity of said equipment. It provides an additional layer of data security to access our corporate environment. However, not every endpoint device is capable of 802.1x. We hope to evaluate the feasibility of going down this route this year to limit our security risk.
- Security - Threats to IT and data are running so rampant it seems like IT's main focus has changed from innovation to security. How our users login to their computers has remained the same for the past 15 years. A simple username and a password is all it takes. While the complexity and the frequency that users are required to change their password has increased over the years this is no longer the industry standard. Two Factor authentication is the industry standard and relies on something you know and something you have. IT staff has been testing two-factor authentication for over a year and we hope to roll this security tool out to our users this year.
- IT plans on updating the existing security policies by designing the wireless network from the ground up with security as the main goal, protecting it not only from outside attackers but from personal devices using the network from City staff as well. Additionally, the City also provides free public Wi-Fi which relies on the same infrastructure as the City's internal network. IT plans to achieve the same level of security for the public Wi-Fi as well.
- Infrastructure - Last year, IT successfully completed a major infrastructure upgrade and this year the goal is to optimize its underlying systems. In the times of server virtualization, the easiest path is to continue to migrate the underlying systems to new hardware without thinking twice about the systems purpose. As technology changes, so do the ways in which we solve issues with system policies. IT will dig deep into the core systems and analyze and optimize the policies running on the systems as well as upholding security to its fullest.
- Organizational Effectiveness - GIS is the backbone on which many of our systems function. IT leverages it wherever possible. This year, IT hopes to launch a GIS Dashboard, which will provide real-time analytics and location-aware data visualization for departments.

ADMINISTRATIVE SERVICES

Source of Funds	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
General Fund Support	\$ 2,619,199	\$ 2,514,200	\$ 2,603,362	\$ 2,644,735	\$ 3,217,780
General Fund Fees & Charges	-	-	31	-	-
Internal Service Funds	11,490,860	12,117,530	11,240,185	14,076,101	13,878,131
Investment Fund	(2,060)	(2,061)	(2,061)	(2,061)	447,939
Measure J	202,816	225,728	266,084	254,840	250,000
Enterprise Funds	1,063,081	837,525	851,313	797,091	1,166,531
Special Revenue	52,181	54,146	58,716	67,423	72,615
Measure F	-	-	-	-	-
Spring Lake	58,668	22,381	10,576	10,524	19,227
Total Funding Sources	\$ 15,484,746	\$ 15,769,448	\$ 15,028,205	\$ 17,848,653	\$ 19,052,223

Division	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
11 City Council	\$ 167,367	\$ 146,775	\$ 129,118	\$ 131,665	\$ 128,740
12 City Clerk	200,617	224,094	210,715	282,590	253,580
14 City Attorney	442,788	451,182	311,781	217,191	450,200
15 City Manager	675,970	657,675	774,263	778,491	918,402
16 Human Resources	429,218	517,171	567,012	484,625	705,574
31 Finance Administration	8,811,092	8,840,521	7,986,513	9,895,120	9,855,737
32 General Accounting	1,392,603	1,137,641	1,139,050	1,117,991	1,600,648
33 Information Systems	1,934,456	1,784,238	1,982,596	1,761,256	2,107,595
34 General Services	1,223,919	1,780,737	1,659,131	2,924,467	2,777,578
35 Central Stores	3,899	3,684	1,943	417	4,169
38 Measure J	202,816	225,728	266,084	254,840	250,000
Total Expenditures	\$ 15,484,746	\$ 15,769,448	\$ 15,028,205	\$ 17,848,653	\$ 19,052,223

Division	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
11 City Council	\$ 167,367	\$ 146,775	\$ 129,118	\$ 131,665	\$ 128,740
12 City Clerk	200,617	224,094	210,715	282,590	253,580
14 City Attorney	442,788	451,182	311,781	217,191	450,200
15 City Manager	675,970	657,675	774,263	749,157	818,474
16 Human Resources	429,218	485,677	522,015	476,373	653,343
31 Finance Administration	427,007	267,804	374,844	421,543	415,237
32 General Accounting	270,853	277,736	277,161	314,913	430,263
34 General Services	1,479	(428)	1,654	32,834	2,281
35 Central Stores	3,899	3,684	1,943	417	4,169
38 Measure J	202,816	225,728	266,084	254,840	250,000
Total Expenditures	\$ 2,822,016	\$ 2,739,928	\$ 2,869,577	\$ 2,881,522	\$ 3,406,287

Department Summaries

Expenses by Category			Unaudited	Adopted
	Actual	Actual	Actual	Budget
Expenditures	FY2017-2018	FY2018-2019	FY2019-2020	FY2021-2022
Salaries and Benefits	\$ 3,213,651	\$ 3,207,739	\$ 3,675,179	\$ 4,298,995
Supplies & Services	9,843,735	9,687,888	10,054,380	11,839,332
Education & Meetings	79,846	91,467	87,274	105,109
Debt Service	-	-	-	-
Capital Expenses	163,955	24,963	(160,152)	125,000
Other Operating Expenditures	2,183,560	2,299,097	1,371,524	2,683,787
Transfers	-	458,293	-	-
Total Expenditures	\$ 15,484,746	\$ 15,769,448	\$ 15,028,205	\$ 19,052,223

General Fund Expenses by Category			Unaudited	Adopted
	Actual	Actual	Actual	Budget
Expenditures	FY2017-2018	FY2018-2019	FY2019-2020	FY2021-2022
Salaries and Benefits	\$ 1,463,793	\$ 1,519,135	\$ 1,639,553	\$ 1,976,946
Supplies & Services	1,225,336	1,072,315	1,040,615	1,278,566
Education & Meetings	57,302	68,410	65,741	80,161
Debt Service	-	-	-	-
Capital Expenses	-	-	-	-
Other Operating Expenditures	75,584	80,069	123,668	70,614
Transfers	-	-	-	-
Total Expenditures	\$ 2,822,016	\$ 2,739,928	\$ 2,869,577	\$ 3,406,287

Expenses by Fund			Unaudited	Adopted
	Actual	Actual	Actual	Budget
Fund	FY2017-2018	FY2018-2019	FY2019-2020	FY2021-2022
013 Benefits Fund	\$ 8,333,963	\$ 8,552,127	\$ 7,564,168	\$ 8,943,008
015 Information Systems Fund	1,934,456	1,784,238	1,982,596	2,107,595
091 Self Insurance Fund	1,222,441	1,781,165	1,693,421	2,827,528
101 General Fund	2,822,016	2,739,928	2,869,577	3,406,287
103 Investment Fund	(2,060)	(2,061)	(2,061)	447,939
210 Water Enterprise Fund	448,684	391,793	407,637	558,568
220 Sewer Enterprise Fund	398,331	359,331	361,293	510,873
221 Storm Drain Enterprise Fund	85,815	20,373	17,498	20,470
222 Wastewater Pre-Treatment Fund	130,251	66,028	64,885	76,620
250 Recycling Fund	-	-	-	7,687
252 Const/Demo Debris Recycle Fund	-	-	-	15,373
359 Fire Suppression District Fund	6,861	7,232	7,737	3,500
365 Environmental Compliance Fund	-	-	-	23,062
381 Gibson Ranch L&L	8,747	9,064	9,346	8,653
383 N Park L&L District	1,641	1,700	1,757	1,500
384 SP Assess Streng Pond Land	3,310	3,429	3,546	3,000
387 Woodland West L&L	1,341	1,389	1,437	1,300
389 Spring Lake L&L	13,792	14,394	16,267	13,550
391 Sports Parks O&M CFD	12,295	12,495	14,124	13,000
392 Gateway L&L	4,194	4,443	4,500	5,050
507 Measure F	-	-	-	38,433
601 Spring Lake Administration	58,668	22,381	10,576	19,227
Total Expenditures	\$ 15,484,746	\$ 15,769,448	\$ 15,028,306	\$ 19,052,223

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – ADMINISTRATIVE SERVICES

Classification	FY2017/18	FY2018/19	FY2019/20	FY2020/21	Proposed Changes	Adopted FY2021/22
Administrative Services						
Administrative Services Director	0	0	0	1		1
Accountant I/II	1	1	0	1		1
Accounting Technician	0	0	2	1		1
Applications, Analyst Sr.	1	1	1	1		1
City Clerk	1	1	1	1		1
City Manager	1	1	1	1		1
Communicatons Manager	0	0	0	1		1
Finance Clerk I	0	1	1	1		1
Finance Clerk II	2	1	1	1		1
Finance Officer	1	1	1	1		1
Finance Services Manager	0	0	1	0		0
Finance Specialist	3	3	3	3		3
Finance Supervisor	1	1	1	1	-1	0
GIS Analyst	1	1	1	1		1
GIS Technician II	0	0	0	0		0
Human Resources Analyst II	0	0	0	0		0
Human Resources Clerk	0	1	1	1		1
Human Resources Manager	1	1	1	1		1
Information Systems Technician I	0	1	1	1		1
Information Systems Technician II	1	0	0	0		0
Information Technology Analyst	1	1	1	2		2
Information Technology Manager	1	1	1	1		1
Management Analyst I/II	0	0	0	0	1	1
Secretary to the City Manager	1	1	1	1		1
Senior Accountant	1	1	1	1		1
Senior HR Analyst	1	1	1	1		1
Senior Management Analyst	1	1	0	0		0
Systems Analyst, Sr.	1	1	1	1		1
Total Adminitrative Services	21	22	23	25	0	25

COMMUNITY DEVELOPMENT

The Community Development Department (CDD) is made up of six (6) divisions: Administration, Economic Development, Planning, Building Inspection, Environmental Services, and Engineering. CDD strives to provide efficient and effective economic development services, land use and environmental planning, development, transportation, capital and utility engineering, building inspections, code compliance and plan check services, and supports the City's stewardship of land, water, energy, and air resources.

The department supports the City Council Priority Goals and Strategic Plan, primarily in the areas of Economic Development/Downtown and Public Safety & Infrastructure. Additional initiatives such as neighborhood traffic calming, strengthening of code enforcement efforts, development of the Woodland Regional Park, and the advancement of the East Beamer Way Campus Project are also priority projects for the department.

Administration

This division is responsible for the overall management and oversight of the department budget preparation and monitoring, the development of the Capital Improvement Program, and administrative support services for the various department divisions it oversees. The division employees serve as a central resource for the department providing important information to both the public and staff in a timely manner including serving as a liaison for permitting and often code enforcement. Additionally, this division administers the Business Registration program and strives to provide superior customer service to the public. Included in this division is the Deputy Director of Community Development who has been instrumental in the planning and development of the East Beamer Way Campus.

FY2020-21 Accomplishments

- Successfully hired new administrative staff and completed comprehensive training that included updating front office administrative operating procedures manual.
- Coordinated all fee estimates as requested for potential new development projects.
- Processed both short-term and longer-term fee deferral agreements to help incentivize development, including preparation and processing of lien release documents upon home sale.
- Developed and monitored the FY2020/21 Capital Improvement Budget including processing all budget adjustments, contracts and contract amendments.
- Supported staff, those performing essential services and those teleworking, throughout the COVID-19 pandemic to promote maximum efficiency and customer service within shelter in place guidelines.
- Managed two (2) State Parks Grants supporting the development of the ADA Nature Trail and educational programming at the Woodland Regional Park.
- Transitioned to online submittal of certain plans and permits to better facilitate customer service while City Hall was closed to the public due to COVID-19.

FY2021-22 Goals

- Continue to evaluate ways to improve administrative efficiencies while increasing service delivery with limited staff.

Department Summaries

- Create and maintain quality up-to-date information on department and division web pages through better utilization of the City-wide website platform.
- Continue to monitor City-wide property leases and license agreements for overall compliance and prepare amendments as necessary.
- Assist in selection and migration to a new citywide enterprise system including permitting, licensing, planning, inspection, project management and code enforcement.
- Attract, train and retain administrative staff to provide quality customer service for the department and the community.

East Beamer Way FY2020-21 Accomplishments

- The City, in a collaboration with Friends of the Mission (FOM) and with help from Yolo County, secured much of the private and public funding for the East Beamer Way campus that currently consists of the Adult Shelter, followed in 2021 by a neighborhood of 61 permanent supportive residences (PSH), and in 2022, Walter's House, a substance abuse treatment facility.
- Staff completed and Council certified a Mitigated Negative Declaration for the East Beamer Way CEQA Report for the campus.
- Staff completed an Environmental Assessment for a HUD-Funded Tenant Voucher Proposal (NEPA) for the East Beamer Way Permanent Supportive Housing project.
- Staff researched transportation options with Yolo County Transit and private transportation companies for immediate and longer term mobility services for the Shelter and the housing. The City purchased a passenger van for the Shelter which remain in daily use.
- Staff designed and modeled, with the assistance of Tim Busch, Laugenour & Meikle, and Wood-Rogers, a FEMA-acceptable flood mitigation project necessary for the development of East Beamer Way, as part of Broward Builder's 100 bed Interim Emergency Shelter construction.
- The City divided its existing 128-acre parcel at East Beamer and CR 102 into four separate parcels with the campus comprised of three parcels totaling approximately 8.5 acres of land conveyed to FOM in phases and dedicated for the homeless housing, shelter, and treatment facility. The remainder City parcel, part of the flood mitigation area, will stay temporarily undeveloped.
- Staff designed, with Laugenour & Meikle, Sacramento Engineering, and McCandless Architects, the Interim Emergency Shelter, then awarded construction to Broward Builders, Inc. The East Beamer Way Adult Shelter opened and occupied on January 4, 2021.
- Staff with Laugenour & Meikle, and Sacramento Engineering, designed the Site Infrastructure plans for the Permanent Supportive Housing project consisting of 61 duplex residences and small community/health center.
- Staff designed and with FOM, helped bid the factory-built housing which attracted three (3) proposals. FOM will award a contract to Cutting Edge Modular, Inc., a relatively new Woodland company located at 550 Pioneer, for the factory built housing.
- The City awarded Lister Construction, Inc., plus two (2) construction-related consultants, the Site Infrastructure contract that will support the East Beamer Way housing and site improvements, and much of the sitework for Walter's House.
- The City negotiated with FOM two (2) memorandum of understandings and related agreements for the Shelter and PSH Site Infrastructure funding reimbursements, operation of the Shelter, and management of the housing.
- Staff continues to collaborate with the Woodland Tree Foundation and UC Davis Landscape Architecture to both design plantings for the campus, and plant trees with the help of Community Services.

East Beamer Way FY2021-22 Goals

- Staff will complete, with Lister Construction, Inc., the Site Infrastructure for the East Beamer Way housing consisting of grading, underground utilities, walks and streets, and site lighting, and foundations for the 61 residences.
- Staff will assist FOM in guiding Cutting Edge Modular, Inc. in the production of the factory construction, and installation of 61 duplex units in the fall of 2021.
- Residents will occupy the homes in fall 2021.
- Staff provided FOM with a design for the Community Center which will follow in 2022 when funding becomes available.
- Walter House will be constructed by FOM in 2022 when all funding is in place.
- The East Beamer Way Campus should be totally complete in 2022.

Engineering Division

The engineering division is comprised of three (3) work groups: (1) Development Engineering works with property owners wanting to improve a site through new development or modification of existing site improvements. The Development Engineering team assists customers through the approval and development process while insuring that the City's Public infrastructure is not adversely impacted by developments. (2a) Transportation Engineering is responsible for transportation planning, engineering, grant funding application and expenditure coordination, pavement maintenance programming, traffic signal engineering and capital/development project review. Transportation engineering staff performs traffic studies that include accident analysis, traffic/signal operations, safety analysis, traffic calming and traffic projections. (2b) Capital Engineering is responsible for the design and construction of capital improvement projects, except for City owned utilities. This includes scheduling, cost management, environmental approval, right of way acquisition, grant funding application and management, design, construction award, construction management and inspection. Capital engineering staff is responsible for inspection of capital and development projects for all work within the City's right-of-way. (3) Utility Engineering plans for the future needs of the drinking water, recycled water, sewer collection, wastewater treatment, flood risk management, and storm drainage utilities. Utility Engineering staff identifies and corrects current deficiencies in the utility systems, maintains mandatory regulatory compliance with State and Federal Agencies, and executes capital projects to meet future compliance and city wide planning needs along with managing the overall water supply. Utility Engineering manages planning, design and construction projects for all work on City owned utilities. Utility Engineering also manages the City's flood risk management efforts.

Development Engineering FY2020-21 Accomplishments

- Completed plan checking (civil improvements) necessary to support over 417 new residential lots and six (6) commercial developments.
- Completed one (1) subdivision map and two (2) parcel maps.
- Processed approximately 308 encroachment permits.
- Processed approximately 192 transportation permits.
- Processed approximately 22 hydrant permits.
- Supported the planning group in processing tentative maps, CUPs, and various other entitlements.

Development Engineering FY2021-22 Goals

- Prioritize resources to implement strategic economic development projects and revitalize the downtown area.
- Work with internal and external customers wanting to improve land through either new development or modification or redevelopment of existing sites.
 - Implement new technologies and software to improve and expedite entitlement processing and customer available remote access.
- Coordinate with Building, Planning, Public Works, and other transportation groups to ensure quality, low maintenance infrastructure.
- Assist customers in getting through the development process while ensuring the City's public infrastructure will not be adversely impacted, by providing fair, consistent, and timely reviews of development projects.
- Provide assistance in the processing of land acquisition and relinquishment.
- Coordinate plans and future infrastructure needs for the General Plan, various Specific Plans, and annexations.
- Provide Spring Lake General Administration Services including: overseeing and coordinating inspection of the public infrastructure within Spring Lake to ensure new improvements are constructed with quality and economy; and preparing and adopting rules, policies, and ordinances to allow for the fair and equitable implementation of the 2nd and 3rd release of BUA's in Spring Lake.
- Complete buildout of the Spring Lake community by completing entitlement efforts and processing improvement plans and subdivision maps for the developable land remaining.
- Support the plan preparation and annexation of land for SP1A.
- Support infrastructure studies & financial planning, and master planning efforts for the Woodland Research and Technology Park.

Transportation and Capital Engineering FY 2020-21 Accomplishments

- Coordinated with Public Works road crew to complete roadway maintenance including significant areas of full-depth repair, pavement overlay, pot hole filling, and crack sealing.
- Assisted Public Works staff with multiple contracts for construction of, and repairs to, various City facilities.
- Provided significant and timely traffic engineering support to Planning, Development Engineering, Public Works and Public Safety.
- Reviewed signal timing for various intersections and corridors to bring signals into compliance with updated regulations and to improve operation and safety for bicyclists, pedestrians and vehicles.
- Responded to various documented and undocumented traffic related complaints from the public.
- Provided temporary signal timing to accommodate work being performed by Capital Projects as well as O&M maintenance crews and other contractors.
- Provided updated permanent timing for traffic signal improvements associated with Capital Projects.
- Coordinated with the Police Department for concentrated enforcement of identified problem areas.
- Continued to manage, design, and construct Capital Improvement projects.

Department Summaries

- CIP staff managed or were actively involved in many projects, with the most notable being:
 - West Woodland Safe Routes to School (W. Court Street Rehabilitation)
 - W. Main Street Bicycle and Pedestrian Improvements (W. Main Street Rehabilitation)
 - Sports Park Drive Pedestrian Overcrossing
 - E. Main Street Bicycle Improvements
 - I-5/CR102 Landscape Improvements
 - CR25A Extension Construction (Meikle to Promenade)
 - Gibson Road Bicycle/Pedestrian Mobility Project (East St to West St. Rehabilitation)
 - Gibson Road Safe Routes to School Project (West St to CR98 Rehabilitation)
 - Annual ADA Improvement Projects
 - Woodland Parkway Study
 - Regional Park Site
 - ADA Transition Plan
 - Traffic Calming Pilot Project
 - Gum Avenue and Matmor Road Reconstruction Project
 - Annual Pavement Maintenance Projects
 - Spring Lake Park ADA Upgrades
 - Local Road Safety Plan
 - Heritage Parkway Pedestrian Crossing
 - Sports Park Turf Replacement
- Continued to inspect all development civil infrastructure (multiple Spring Lake subdivisions, infill residential development, commercial development, and encroachment permits).
- Continued to develop and expand staff skills and abilities: one (1) Senior Associate Civil Engineer, one (1) Senior Construction Project Manager, one (1) Associate Engineer, one (1) Jr. Engineer, one (1) Engineering Assistant, two (2) Engineering Technicians and one (1) Engineering Intern.
- Continued to implement Capital Improvement Project (CIP) procedures and practices: modified policies and practices as needed based on previous experience and direction from upper management/City Attorney.
- Continued to assist and train staff from other divisions regarding CIP procedures and practices as well as Public Contract Law and associated requirements.
- Updated standard documents, Consulting Services Agreement forms, and standard General Conditions & Bid forms based on project experiences and changes to laws and regulations.
- Monitored compliance with State/Federal Aid program requirements; communicated requirements to CDD project engineers.
- Maintained and updated the Federal Aid version of the General Conditions to streamline future updates.
- DBE and GFE review of consultant proposals and contractor bid proposals.
- Worked with IT staff to further the progression of the City's GIS system by providing data to create, update and maintain layers for traffic collision data, ADA ramps, bike lanes and other infrastructure information.
- Completed multiple Quality Based Selection (QBS) processes to select qualified design, construction management and inspection firms to provide services for City projects.
- Continued monitoring, updating and maintaining the City's pavement management system inventory.

Department Summaries

- Provided review, oversight and coordination of establishment of temporary traffic control plans for City streets to prevent overlapping and conflicting traffic plans.
- Applied for and obtained funding from multiple grant funding sources.
- Executed multiple Capital Projects funded by millions of dollars in grant and local funding.
- Completed the evaluation of the City's Traffic Calming Program and began implementation of the program.

Transportation and Capital Engineering FY2021-22 Goals

- Continue to increase staff knowledge regarding:
 - Traffic engineering
 - Pavement management
 - ADA compliance regulations
 - Bike/pedestrian planning and design including newer concepts as proposed by the Association of Pedestrian and Bicycle Professionals (APBP) and regional advances
 - Complete streets design
 - Traffic Calming
- Continue coordinating with planning on implementation of the transportation section of the General Plan.
- Continue coordinating with Public Works staff to complete "special projects" like intersection restriping, major maintenance projects and planning for future work.
- Continue assisting, training and mentoring staff from other work groups in Capital procedures.
- Continue to work with staff to identify where efficiencies can be realized.
- Deliver the capital program including work on the following specific projects:
 - Design and construction of annual road maintenance projects (including bike lane and bike route striping and significant ADA upgrades required by FHWA/DOJ requirements)
 - Design and construction of annual ADA improvement projects to further improve ADA access throughout the City
 - Complete construction of the East Main Street project
 - Begin construction of the Pedestrian Overcrossing of SR113
 - Complete construction of the two (2) grant funded Gibson Road Rehabilitation projects:
 - i. Gibson Road – East Street to West Street
 - ii. Gibson Road – West Street to CR 98
 - Begin design of SB1 funded roadway rehabilitation projects:
 - i. Matmor Road – E. Main Street to E. Gibson Road
 - ii. Gum Avenue – East Street to Kate Lane
- Continue implementation of the City's Traffic Calming Program.
- Continue management and inspection of Capital Projects and inspection of Development projects.

Utilities Engineering FY2020-21 Accomplishments

Sanitary Sewer

- Completed the annual Sanitary Sewer System Management Audit.
- Commenced long term plan to address biosolids.
- Completed construction of South Pond Pump Station Rehabilitation Project.
- Completed construction of WPCF Slide Gate Replacement Project.
- Completed construction of Spring Lake Deep Sewer Rehabilitation Project.

Department Summaries

- Completed construction of WPCF South Pond Pump Station Project.
- Complete construction of WPCF Clarifier #3 Mechanism Replacement Project.
- Completed sewer repairs on Gibson Road and new interceptor sewer on East Street as part of the 2020 water/sewer replacement project.
- Completed construction of sewer collection system repairs of both mains and laterals.
- Completed design and construction of WPCF Pond #8 Biosolids removal project.
- Completed construction of Beamer Trunk Sewer Rehabilitation.
- Completed design and commenced construction of WPCF Pond #11 Biosolids removal project.
- Updated Engineering Standards for sewer.

Recycled Water

- Completed Recycled Water planning effort to expand recycled water to Spring Lake and to Sports Park areas of the City.

Flood Control

- Continued Lower Cache Creek Feasibility Study with Army Corps of Engineers.
- Prepared the Environmental Impact Report for the Woodland Flood Risk Management Project.
- Coordinated with DWR and Yolo County on a regional flood solution and preparing a state/local feasibility study.
- Completed construction of the North Regional Pond & Pump Station Project for South Urban Growth Area including Spring Lake.
- Completed construction of repairs to a pipeline at East Main Pump Station.

Water

- Completed Annual Water Quality Report and all SWRCB-Division of Drinking Water reporting, including over 2,000 water quality tests Citywide.
- Completed America's Water Infrastructure Act – Risk and Resiliency Plan.
- Completed 2020 Urban Water Management Plan and Water Shortage Contingency Plan.
- Completed replacement of 5,500 lineal feet of deteriorated water mains in 2-inch back of sidewalk main areas, including 200 service connections – 2020 Water/sewer Replacement Project.
- Continued supplemental water system enhanced monitoring and maintenance related to conversion to surface water including coordination with SWRCB Division of Drinking Water.
- Prepared a 10-year plan for water main replacements at locations throughout the City to replace aging and/or corroding mains.
- Prepared a water supply plan to manage water supply from WDCWA, ASR wells, and blending wells with respect to water rights curtailments on Sacramento River.
- Commenced design of 2022 water main replacement project.
- Completed construction of 2020 water and sewer replacement project.
- Completed design of 2021 Dog Gone Alley utilities replacement.

Utilities Engineering FY2021-22 Goals

- Prepare a comprehensive list of necessary sewer repairs and flow rebalancing needs throughout the City.
- Complete America's Water Infrastructure Act – Emergency Response Plan.
- Continue enhanced water quality monitoring throughout the City at ASR wells.

Department Summaries

- Conduct water quality testing and reporting, including over 1,500 tests Citywide.
- Complete State/local Lower Cache Creek Feasibility Study including financing plan.
- Obtain Federal Authorization for the Woodland Flood Risk Reduction Project
- Complete Urban Flood Risk Reduction study for the Lower Cache Creek Flood Program
- Complete recalibration of the sanitary sewer model
- Commence design and construction of the ASR Well #31
- Commence design and construction of the ASR Monitoring Wells
- Commence design and construction of the demolition of 3 retired wells
- Complete design and commence construction on the YBWL Outlet Culverts Replacement Project
- Commence construction of the WPCF minor maintenance projects (Filtration system repairs, muffin monster, chemical storage tank)
- Continue design and construction of sanitary sewer repairs
- Complete construction of WPCF North Pond #11 Biosolids removal project
- Complete long-term plan for WPCF biosolids handling
- Complete WPCF Master Plan
- Complete WPCF groundwater salinity/nitrate study
- Complete construction of 2021 Water/Sewer Replacement Project
- Complete design and construction of East Gibson Road Sewer Rehabilitation Project
- Complete design and commence construction of 2022 Water and Sewer Replacement Project – 8,000 lineal feet and 150 services included
- Complete update of north area Storm Drain Facilities Master Plan

Planning Division

The Planning division provides services to enhance and preserve the physical, social and economic quality of the City and is responsible generally for: 1) customer assistance to residents, contractors, and developers with information regarding property use and development, 2) review and process new development applications, 3) implementation of the California Environmental Quality Act, 4) advanced or long range planning including preparation, interpretation and implementation of the General Plan and Specific Plans including Spring Lake, implementation of legislative updates, coordination and participation on regional efforts, and 5) staff to the Historic Preservation Commission, Planning Commission, and other appointed commissions.

Planning provides public information, education, and technical assistance in the review of codes, standards, and policies so that customers may conduct necessary business and continue work within the community. The division provides professional planning review of applications and ultimately provides information and advice to the City Council, Planning Commission, Historic Preservation Commission and City Manager so that they can make recommendations and decisions. Planning ensures consistency with the General Plan, both internally and with other planning documents, such that all plans and policies developed by the City of Woodland, as well as by other responsible agencies, comply with State Mandated statutes including Planning and Zoning laws and the California Environmental Quality Act so that resulting actions preserve and enhance the built environment, preserve historic resources, facilitate resource conservation, sustainability and energy efficiency, and improve residential and economic vitality of the community. The division continues working with the community, elected officials, appointed representatives, and stakeholders to develop the long-term vision, goals and policies necessary to guide decisions. Critical to this is facilitating the availability of information through a transparent process and

Department Summaries

community involvement so that the resulting physical, social, and economic development of the city is reflective of community wide desires.

Planning FY2020-21 Accomplishments

On- Going General Operations and Accomplishments (COVID-19 has necessarily impacted activities)

- Provided customer support and information to residents, businesses, and development interests at the public counter (as allowed per COVID-19 restriction), email, and over the phone regarding questions on all aspects use of property for development purposes. Inquiries included use, zoning and setback information, code compliance, as well as preparation of Zoning verification Letters for non-conforming structures.
- Staff provided property history and researched inquiries (land use/building permit search).
- Staffed and assisted the Planning Commission; provided staff support for commission subcommittees. Active subcommittees included Woodland Technology Park and Design Liaison.
- Staffed and assisted the Historical Preservation Commission. Due to COVID-19, the annual Heritage Home Awards and ceremony was postponed.
- Provided Planning support for City Manager and Economic Development efforts including site visits, meeting with prospective development interests.
- Continued to provide Business License Zoning Clearance review to ensure compliance with the General Plan and Zoning.
- Continued to provide timely review of plan check submittals, including residential plot plans, commercial and industrial projects.
- Continued to use internet web access and other tools, to provide open communication and information to the public regarding public process.

Short-Term Projects (Current Planning) - Accomplishments

- Processed two (2) small single family lots for tentative subdivision projects in Spring Lake, Beeghly Ranch R-15 and Parkside 3 R-15, through the public review process.
- Processed subsequent plan check review of architectural master plans, subdivision grading, landscape, fencing, and architectural construction plan review on the following:
 - a. Beeghly
 - b. Parkside
 - c. Richmond American
- Processed subdivision design review for the Richmond American development for Spring Lake Central Phase 3.
- Provided support for Code Enforcement to assist in resolving issues related to non-conforming uses, and property condition and use concerns.
- Facilitated the review and approval of infill development projects including:
 - a. Opportunity Village
 - b. Cleveland Suites tentative subdivision map
 - c. A number of smaller parcel splits to allow additional units including, Locust and Clover and Oak Street, and Hutchison Valley Parcel map to create an additional lot
- Assisted in review of projects for the continued buildout of Gateway I including:
 - a. Shop Building 6
 - b. Shop Building 2
 - c. Proposed Marshalls
- Assisted the review of a controversial wireless tower review on West Main Street.

Department Summaries

- Continued to assist businesses through Staff level or Planning Commission Design Review including, but not limited to:
 - a. Z Specialty
 - b. JT Training Facility
 - c. Arbys
 - d. Habit Burger
 - e. 310 West Main Street - 168 unit apartment project
 - f. Cleveland Lofts Design Review
 - g. Northern Valley Indian Health Center at 1280 E. Gibson
- Issued Conditional Use Permits for:
 - a. PCN for the denial of hard alcohol sales at a gas station (East Street)
 - b. Epic Bros Cannabis CUP modification
 - c. Woodland Storage (1424 Main Street)
 - d. Wireless Cell Tower at (231 Main Street)
 - e. Woodland Depot; Proposed 7-11, gas station and master plan for 1680 E. Main Street
- Processed Staff level Zoning Administrator Permits including:
 - a. MP Environmental
 - b. 309 Elm Street, Universal Church;
 - c. Court St Tattoo shop
 - d. 135 Woodland Avenue Adult Care Cente.
- Reviewed and approved 16 ADUs through plan check review since May of 2018, after adoption of ADU updates.
- Provided zoning clearance review for all accessory structures, patio covers and other similar structures:
 - a. From 7/1/21 – 3/11/21, 59 patio covers, 49 pools, six (6) accessory buildings, 20 additions, 456 solar permits, as well as site plan checks for all new development homes (215) in addition to the entitlement reviews shown below.
- A total of 66 new (non-city generated) Planning applications with some level of entitlement required were submitted from **July 1, 2020 through March 18, 2021:**

Note- planning permits are logged for one entitlement; however, multiple entitlements are often combined as part of one application. This table presents the number of applications received and identifies the primary entitlement requested. As example, a subdivision in Spring Lake may involve a Tentative Map, CUP, Design Review, Planned Development, and Development Agreement, but shown as a Tentative Subdivision Map. Site plan and Design Review are often combined.

Planning Applications	July 1, 2019 to June 30, 2020	July 1, 2020 to March 11, 2021
Annexation	1	
Appeals	0	1 (Cannabis/Tanforan)
Cannabis Permit	1	0
Certificate of Compliance	1	1
Commercial Multi Family	0	0
Conditional Use Permit (CUP)	3	2
Conditional use Permit -Mod	1	1
Cannabis CUP	1	Shown as Zone amendment
Design Review (Acc. Bldg.)	2	6
Design Review Permit (ADU)**	1	3
Design Review (Commercial)	3	8
Design Review (Major)	1	3

Department Summaries

Lot Line Adjustment	2	1
Lot Merger	1	0
New Single Family (Custom)	2	4
Sign Applications	28	19
Site Plan Review	7	2
Specific Plan/Annexation	1	0
Subdivision Design Review	0	1
Tentative Parcel Map	7	2
Tentative Subdivision Map/DA	1	0
Variance	0	0
Wireless Cell Tower (new or modification)	1	8
Zoning Administrator Permit	3	5
Zone/Specific Plan Amendment		1 (Cannabis - Dispensary)
TOTAL	66*	66

*Several minor design review applications were incorporated into building permit review to minimize review times and were not logged in as separate Design Review permits.

**ADU Permits are only required for accessory dwelling units that are over 800 square feet. Otherwise, they just require a building permit.

Long-Range/ On-going Project (Advanced Planning) Accomplishments

- Received SB 2, LEAP, and REAP grants, to fund planning efforts to facilitate and accelerate housing development.
- Performed work on the Comprehensive Zoning Code update. This update will incorporate the Downtown plan area and is intended to utilize form-based standards to provide greater certainty and streamline development.
- Initiated the 6th Cycle Housing element including analysis of potential future housing development sites. Once identified, sites will be restricted to housing development.
- Approved amendments to the Interim Zoning Ordinance on April 7, 2020 to include By right - Objective Development Standards for multi-family projects.
- Approved updates to the Accessory Dwelling Unit ordinance update.
- Approved updates to the Affordable Housing Ordinance and on-going support for concerns related to affordable housing and homelessness.
- Continued support for the processing of the Woodland Research and Technology Park Specific Plan and EIR.
- Reviewed a proposed Zone Amendment and possible future CUP for consideration of Cannabis Dispensaries.
- Reviewed and designated landmark trees.
- Initiated the LAFCO review process to allow annexation of City owned land within the County and facilitated the annexation of multiple private properties and projects in the industrial areas within the City's Sphere of Influence to allow greater local control over land use and enforcement: Woodland Commerce Center (NWC Main St and CR 102) and Kamilos Industrial properties (NE Industrial areas).
- Completed Initial review of the proposed annexation of the Gateway II area, south of Maxwell and east of CR 102.
- Provided staff support and review for agencies such as the Habitat JPA, SACOG and Yolo County for efforts including the Habitat Conservation Plan and review and comment on interagency review requests (Barnard Court, East Street Truck Terminal request).
- Continued implementation and completion of the Spring Lake Specific Plan.

Department Summaries

- Preparation of the annual MWELo report to the state report on the number of projects that met state water conservation landscaping requirements.
- Staff continued to refine its file management and organization of long-term file storage in the basement and appropriate storage of archival materials to better facilitate file retrieval and management.

Planning FY2021-22 Goals

The goals and actions of the Planning Division through the implementation of the General Plan functions to facilitate many of the Council's Priority Goals and Strategic Plan for 2023. In particular, actions provided through the Planning process serve to meet Quality of Life and Economic Development/Downtown strategies. Our major goal first and foremost is to provide a community that offers an exceptional place to live, learn, work, and play. We strive for this by promoting healthy and purposeful living, providing healthy options for residents and address sustainability considerations, ensure an adequate supply of housing for all socioeconomic levels, encourage jobs that pay well, and have land of open space for recreational purposes.

- Adoption of the 6th Cycle Housing Element.
- Completion of the Comprehensive Zoning Ordinance update including a public outreach program.
- Continue to support the build-out of the Spring Lake Plan development area.
- Continued support of housing development projects.
- Completion of City led annexation process to incorporate city owned properties and to facilitate annexation of private industrial projects in order to provide greater control over land use choices and enforcement efforts within the City's sphere of influence.
- Provide staff support for the review and evaluation of Commercial Cannabis Zone amendment request and on-going review and evaluation.
- Provide staffing and support for the Historic Preservation Commission and Planning Commission.
- Facilitate the Heritage Home Awards program.
- Assist Code Enforcement and Finance in City initiation of a collection process for code violation management and collection.
- Provide support in the processing and review of signs, site and design review applications for new development proposals, including facilitating the creative re-use of existing sites.
- Assist in the planning, entitlement, financing and development of innovative homeless/affordable and attainable housing that is not dependent on federal or state subsidies.
- Assist in the design and planning of innovative, infill housing.
- Upgrade the public engagement process to capture broader, city-wide feedback on projects that require neighborhood input, and avoid special interest-only representation at public meetings and hearings. Staff has found a marked increase in the number of individuals participating in public meetings while using the Zoom format.
- Identify work flow efficiencies both internal to planning and between CDD divisions through file management, and project management strategies.
- Support staff in continuing education and personal career growth.
- Continue to use internet web access and other tools, to provide open communication and information to the public regarding public process.

Building Division

Department Summaries

Building Division includes all functions related to permit processing, plan review and inspections. These functions include plan checking, permit issuance and the conducting of inspections for all projects. This Division also includes the Code Compliance Program. The Building Division is responsible for the enforcement of the California Code of Regulations Title 24 which includes: Building, Plumbing, Mechanical, Electrical, Historic Code and the Green Code. Other codes enforced by the Division include the Housing Code and the Abatement of Dangerous Buildings Code. City Codes enforced include the Flood, Addressing and Nuisance Ordinances.

Building plan check and inspections insures *minimum* requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to fire fighters and emergency responders during emergency operations.

The general philosophy for code compliance in the City of Woodland is to provide a timely response to resident concerns about physical conditions in their neighborhoods. This means that staff functions as problem solvers by working with responsible parties to ensure compliance with City codes. This response and resulting compliance will be achieved through consistently applied processes. It is expected that all staff responsible for enforcing City codes will be responsive, exercise good judgment, common sense and use a reasonable approach.

Building FY2020-21 Accomplishments

- The key projects have been completed, started, or are ready for permit issuances:
 - New Shell Warehouse, 1401 Cannery Rd
 - New Life Point Church, 1618 West St
 - New Velocity Island two Shell Buildings, 755 N East St
 - New Commercial Shell Building Gateway Shop 6, 2061 Bronze Star Dr
 - New Commercial Shell Building, 2120 Freeway Drive
 - New Gymnasium Building for Woodland Christian School, 1787 Matmor Rd
 - New Theater Building for Woodland Christian School, 1787 Matmor Rd
 - New Preschool Building for Woodland Christian School, 1787 Matmor Rd
 - New Commercial Building Z Specialty Food, 1221 Harter Ave
 - New Commercial Building for electrical lineman center, 545 Santa Anita Dr
 - New Hotel Staybridge Suites, 1490 E Main St
 - New Hotel Courtyard by Marriott, 1981 E Main St
 - New Hotel Home2 Suites by Hilton (formerly Tru by Hilton), 441 Douglas Lane
- 51 Commercial TI's completed, started, or ready for permit issuances including:
 - North Valley Indian Health OSHPD-3 Clinic TI, 1280 E Gibson Rd
 - Souza Medical Office TI, 324 Lincoln Ave
 - Convert Parsons Building to apartments with retail below, 702 Main St
 - Arby's Restaurant TI, 85 W Court St
 - Bank of America TI, 2061 Bronze Star Dr
 - Hoblit Motors TI, 1958 Hays Lane
 - La Jalicense Bakery #2, 91 W Court St
 - Elevator Addition to Hotel, 1524 E Main St
 - Aquafil TI, 550 N Pioneer Ave

Department Summaries

- Phase 1, Uhaul Moving Storage TI, 1600 Tide Ct
 - Grocery Outlet TI, 1366 E Main St
 - Phase 2, Uhaul Moving Storage TI, 1600 Tide Ct
 - Phase 2, Proterp TI, 1230 Harter Ave
 - Hygieia Animal Vaccine TI, 1259 Commerce Ave
 - Dental office TI, 2041 Bronze Star Dr
 - Beach Hut Deli Shell & TI, 2120 Freeway Dr
 - Tanforan Ventures , 1460 Tanforan Ave
 - Massage Parlor TI, 412 First St
 - Westgate TI, 367 W Main St
 - Bel Air Market TI, 1885 E Gibson Rd
 - Hair Wash TI, 412 Main St
 - Warehouse TI, 381 N Pioneer Ave
 - Costco TI, 2299 Bronze Star Dr
 - Warehouse Office Infill TI, 1685 Tide Ct
 - Five Star Carwash TI, 420 Pioneer Ave
 - Medical Device Clean-Room TI, 1380 E Beamer St
 - Dental Office TI, 249 California St
 - Conference Room, Office Space, ADA Restroom Infill TI, 1226 Harter Ave
 - Loc Tran Dentist TI, 115 Court St
 - Forklift Ramp, ADA Ramp & Stairs, 281 N Pioneer Ave
 - Phoenix Nails & Spa TI, 129 W Main St
 - Crist Group industrial TI, 1324 E Beamer St
 - New vacuum system with 12 stalls TI, 420 Pioneer Ave
 - Best Buy Store Remodel TI, 2165 Bronze Star Dr
 - Dental office expansion TI, 2041 Bronze Star Dr
 - Wal-Mart add customer service gates TI, 1720 E Main St
 - Costco Relocate racks & install new dairy cooler TI, 2299 Bronze Star Dr
 - Commercial partitions, plumbing & electrical TI, 28 W Court St
 - Office TI, 2340 E Main St
 - Pemberton Engineering Office TI, 312 Walnut St
 - Divide Tenant Spaces TI, 1401 Cannery Rd
 - Californian Laundry Room TI, 1224 Cottonwood St
 - Commercial Kitchen TI, 638 Cottonwood St
 - AgSTART Food Lab TI on 3rd Floor of Wiseman Building, 1100 Main St
 - Peart Office Infill, 414 Fourth St
 - Holt Façade remodel TI, 95 W Kentucky Ave
 - Parking Lot Expansion TI, 1485 Tanforan Ave
 - Meat Market TI, 2 W Court St, Suite-C
 - Medical TI, 1111 Cottonwood St
 - Odusola Commercial TI, 210 Main St
 - Rite Aid Security Upgrades & Guard Shack TI – 1755 E Beamer St
 - SC Johnson Truck Docks TI, 2030 Hanson Way
 - Dental Office TI, 361 W Main St
 - Interior Remodel TI, 601 Court St
 - Home Improvements Group TI, 702 Main St & 401 Second St
- Residential Solar Permits: 526 permits issued.

Department Summaries

- Commercial Solar Permits: 0 permits issued.
- 12,550 Inspection completed.
- The Building Division issues approximately 2,733 permits a year. There were over 100 major plan reviews completed by staff and consultants with an average of 10 days for the first set of comments (complex projects such as Assembly or Hazardous Occupancies require 15 days for the first set of plan check comments).
- The Division performs approximately 12,550 inspections per year. Currently, the Division averages over 45 inspections per day, with many days exceeding 60 inspections.
- Attended the California Association of Building Official (CALBO) annual Seminar for continuous training and certification.

Building FY2021-22 Goals

- Ensure effectiveness of the Division's programs by the continued use of resources through our consultant—maintaining a contract inspector and utilizing their expertise in plan checking.
- Streamline permit process by implementing electronic submission and plan review, and consider appropriate software application for Building permitting and review, coordinated with Engineering and Planning.
- Continue and maintain ICC certification and CALBO annual training and certifications.

Code Enforcement FY2020-21 Accomplishments

- Fielded approximately 350-500 complaints not to include COVID-19 complaints. Per Cityworks, processed opened 154 cases and closed 70.
- Successfully gained compliance at 317 D Street where property owner had illegally demolished home and had left debris on premises for approximately one year.
- Provided support to Public Works Street crew and Water Division on various identified violations and have established a positive working relationship with the respective staff.
- Provided Environmental Compliance Inspectors with support to ensure businesses are compliant with grease traps, avoiding illicit discharge, permits/record information etc.
- Provided support and followed up on enforcement to Environmental Division on Green Waste violations.
- Assisted Environmental Services to ensure businesses are compliant with the state-mandated Mandatory Recycling Program.

Code Enforcement FY2021-22 Goals

- Through voluntary compliance and by responding to complaints in a professional and timely manner, Code Compliance will maintain a positive working relationship and reputation with the community and other local agencies.
- Strive to educate the public regarding the benefits of code compliance within the community through social media and public outreach.
- Coordinate with other departments to develop a process for ensuring the collection of fines.
- Continue to develop positive working relationships with other agencies and counties/cities.
- Attend California Association of Code Enforcement Officers' (CACEO) annual seminars and other seminars of similar organizations for continuous training and current legal information.
- Complete top ten Code enforcement cases.

Department Summaries

- Complete Module 2 training and certification.

Economic Development Division

Economic Development focuses on specific actions of the City government that help to stimulate growth of the local economy and improve the City's fiscal condition. Economic Development staff focuses on the following goals outlined in the City's Economic Development Strategic Plan: 1) Enhance the quality of local economic base, 2) Improve community infrastructure for economic development, 3) Promote Woodland with a positive image, 4) Develop leadership and cooperation for local economic development, and 5) Create partnership opportunities for local economic efforts. Staff works directly with private enterprise and economic development partners to facilitate the creation of new jobs through business retention, expansion and attraction efforts.

Economic Development FY2020-21 Accomplishments

- Continued to strengthen the local food and agriculture economy via the Food Front initiative in partnership with local industry.
- Continued collaboration with hoteliers and YCVB/Visit Yolo to develop new strategies to promote Woodland as a destination.
- Worked in partnership with GSEC/Chamber to connect with existing Woodland companies in support of retention and expansion opportunities and identified hurdles for local retention/expansion.
- Through partnership with the Woodland Chamber of Commerce, conducted direct business outreach particularly focused on COVID-19 related support and concern.
- Launched a partnership with Raley's advertising in-store end cap display of local food and beverage products.
- Increased on-line presence on Social Media through Facebook and Instagram.
- Launched #GoWoodlandLocal campaign to support small business during COVID-19, including release of two (2) "shop local" video promos featuring Woodland businesses.
- Launched "Woodland Biz Updates" newsletter to share information on a variety of topics with over 800 local businesses.
- Created and administered Temporary Outdoor Dining Permit and parklet development in support of local restaurants impacted by COVID-19.
- Advanced processing of the Woodland Research and Technology Park project; release of the public review draft Specific Plan.
- Conducted 2020 Woodland Business Walk/Survey with an emphasis on recovery and future growth opportunities/challenges.
- Assisted Woodland Ford relocate dealership and showroom from Main Street to Quality Circle.
- Support development of the Lab@AgStart.

Economic Development FY2021-22 Goals

- Assist Small Businesses (retail, restaurant, personal service, etc.) in recovery from financial impacts associated with COVID-19.
- Complete the entitlement process for the Woodland Research and Technology Park project.
- Identify interim flood zone solutions for Woodland Commerce Center and Kamilos Industrial sites, entitle and annex combined 400+ acres to streamline future industrial development.
- Expand tax revenue base through support of new sales tax and TOT generating businesses.

Department Summaries

- Establish a robust local workforce development program that aligns educational/training programs with evolving industry needs.
- Continue to Advance Strategic Economic Development Initiatives focused on Food and Agricultural Industry growth and expanding Downtown as an Arts and Entertainment Destination.
- Partner with AgStart, UC Davis, and other technology based organizations to grow new food/ag/science technology industry and open the new Lab@AgStart food and agriculture tech incubator in Downtown Woodland.
- Implement additional streamlining measures to improve processing of building permits and business licensing.
- Conduct the city-wide 2021/22 Woodland Business Walk in partnership with the Woodland Chamber of Commerce.
- Expand business outreach and partnership to include Tech Startup and local entrepreneurs.
- Update Economic Development comprehensive website.
- Identify new business and project incentive opportunities and programs including implementation of Enhanced Infrastructure Financing District (EIFD) where appropriate.
- Continue to provide resources and adaptive programs/opportunities that support local businesses recovering from COVID-19 related impacts/shutdowns.
- Continue to promote local food, agriculture and health related businesses through Raley's partnership and growth of Honey Festival initiatives "beyond the festival."
- Assist with completion and grand opening of Woodland Regional Park.

Environmental Services

The Environmental Services Division supports the City's stewardship of land, water, energy, and air resources and oversees compliance with related environmental laws and regulations through our Environmental Compliance, Solid Waste and Recycling, and Water Conservation programs.

Environmental Compliance

Leadership of community energy conservation and greenhouse gas reduction programs, Climate Action Plan implementation, community outreach regarding storm water quality, and coordination with the Center for Natural Lands Management on maintenance of preserve properties (mitigation land).

Solid Waste and Recycling

Management of city-wide solid waste and recycling services through the Waste Management franchise agreement, programs to comply with state mandates for waste diversion and proper hazardous waste disposal, long-term waste-reduction planning, and illegal dumping investigation and enforcement.

Water Conservation

Promotion of water conservation through education and outreach, rebate programs, water-leak location assistance, and water-waste response; monitoring and reporting compliance with state requirements for water use reduction.

FY2020-21 Accomplishments

- Provided administrative support and facilitation for the City Sustainability Advisory Committee.
- Continued extensive promotion of the Aquahawk customer account portal and streamlined approach to customer leaks based on Aquahawk data; exceeded 5,600 signups.
- Continued leak detection program, using AquaHawk to identify over 400 residential and commercial water leaks.
- Continued extensive outreach in all program areas using multiple channels, including radio and newspaper ads, the electronic billboard along I-5, press releases, utility bill inserts, brochures, Waste Management newsletters and mailers, social media, EnviroWoodland e-newsletters, Web site updates, posters and flyers, and direct mail. Continued to sponsor EcoHero environmental performances through virtual assemblies for elementary schools.
- Continued lead efforts on a regional Household Hazardous Waste grant for \$100,000 to promote HHW programs and refillable propane cylinder replacements through exchange events and direct mailers.
- Continued updating and promoting our online recycling directory and collection calendar, Waste Wizard, which has hundreds of searches and schedule views each month.
- Completed regional community-scale greenhouse gas inventory in collaboration with Yolo County and the Cities of Davis and Winters.
- Collaborated with other jurisdictions in Yolo County via the Yolo Resilience Collaborative to produce materials supporting improved resilience planning in the region.
- Secured a Clean Air Grant from the Yolo-Solano Air Quality Management District for the purchase of a solar-assisted all-electric zero-turn lawn mower to replace a diesel mower used by the City's Parks Division, reducing energy costs and air pollution, including ghg emissions.
- Produced, staffed, and/or participated in events throughout the year, including fall compost workshop, virtual landscape design and irrigation workshops, virtual water-wise landscape tour, and Arbor Day tree planting event.

FY2021-22 Goals

- Continue to provide administrative support and facilitation for the Sustainability Advisory Committee.
- Continue to develop and finalize our system for assessing and reporting on progress toward Climate Action Plan goals, plan adjustments as needed, and establish and promote an implementation program in conjunction with Sustainability Advisory Committee efforts.
- Continue to facilitate internal awareness and incorporation of Climate Action Plan goals into city-wide programs and practices; enhance the connection between Environmental Services' events and activities and those of other departments.
- Investigate opportunities to improve energy efficiency at City Hall and other City buildings.
- Explore opportunities for battery storage projects to address peak demand at the WPCF, Community & Senior Center, or other City facilities.
- Increase community EV charging opportunities.
- Revise the Municipal Code sections on solid waste management and incorporate mandatory commercial organics recycling and edible food recovery programs required by SB 1383.
- Expand organics recycling to all City facilities and re-establish the City's Green Team to help implement diversion programs and procurement requirements.
- Continue to increase AquaHawk enrollment and usage.

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- Expand water conservation programs to include businesses and multifamily entities.
- Continue to coordinate with Woodland Tree Foundation to increase tree canopy, focusing on commercial properties and major bicycle and pedestrian routes.
- Increase efforts to reduce employee automobile use through partnerships to increase bicycling, walking, carpooling, and mass transit use.
- Create a mechanism to track water savings from the leak detection program and other water conservation program efforts.

COMMUNITY DEVELOPMENT

<u>Source of Funds</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
General Fund Support	\$ 256,339	\$ 42,955	\$ 526,921	\$ 651,915	\$ 1,179,239
General Fund Fees & Charges	2,865,274	2,836,929	2,700,371	2,869,350	2,083,734
Enterprise Funds	3,200,757	2,919,395	3,879,363	2,964,399	4,427,469
Special Revenue	123,401	105,467	207,872	283,221	324,580
Measure F	-	235,687	223,060	185,766	227,506
Development Funds/Capital	22,351	21,095	23,448	21,030	29,474
Redevelopment/Successor Agency	160,769	46,090	6,819	30,415	86,570
Spring Lake	62,977	59,593	62,361	60,255	79,357
Total Funding Sources	\$ 6,691,870	\$ 6,267,210	\$ 7,630,214	\$ 7,066,350	\$ 8,437,929

<u>Division</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
21 Administration	\$ 335,089	\$ 290,967	\$ 377,904	\$ 357,316	\$ 539,987
22 Planning	671,851	701,888	885,120	875,405	867,043
23 Building Inspection	1,426,277	1,129,664	1,954,664	1,168,564	1,032,652
24 Environmental Services	160,769	46,090	6,819	697,520	864,544
25 CDBG	13,929	953	99,807	-	-
26 Economic Development	447,401	351,095	373,734	590,260	316,169
27 Engineering	3,636,553	3,746,553	3,932,166	3,377,285	4,817,534
Total Expenditures	\$ 6,691,870	\$ 6,267,210	\$ 7,630,214	\$ 7,066,350	\$ 8,437,929

<u>Division</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
21 Administration	\$ 335,089	\$ 290,967	\$ 377,904	\$ 357,316	\$ 539,987
22 Planning	622,777	654,825	832,413	827,385	803,860
23 Building Inspection	910,134	1,037,253	1,069,854	1,067,878	917,123
24 Environmental Services	-	-	-	1,200	3,161
26 Economic Development	447,401	115,408	150,674	404,494	88,663
27 Engineering	806,212	781,432	796,446	862,992	910,179
Total Expenditures	\$ 3,121,613	\$ 2,879,884	\$ 3,227,292	\$ 3,521,265	\$ 3,262,973

<u>Expenditures</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
Salaries and Benefits	\$ 3,831,435	\$ 3,406,791	\$ 4,481,813	\$ 4,145,822	\$ 4,935,464
Supplies & Services	1,993,035	2,158,369	2,282,435	1,925,568	2,553,835
Education & Meetings	56,458	45,889	58,555	62,137	105,169
Debt Service	100,742	-	-	30,415	-
Capital Expenses	-	-	8,661	-	-
Other Operating Expenditures	710,199	656,161	798,750	880,814	843,461
Transfers	-	-	-	21,594	-
Total Expenditures	\$ 6,691,870	\$ 6,267,210	\$ 7,630,214	\$ 7,066,350	\$ 8,437,929

General Fund Expenses by Category					
	Actual	Actual	Actual	Unaudited	Adopted
<u>Expenditures</u>	FY2017-2018	FY2018-2019	FY2019-2020	Actual	Budget
	FY2020-2021	FY2021-2022			
Salaries and Benefits	\$ 2,228,769	\$ 1,925,989	\$ 2,192,081	\$ 2,238,654	\$ 2,393,156
Supplies & Services	379,587	452,220	463,567	590,546	200,701
Education & Meetings	48,182	29,111	49,315	47,817	82,120
Debt Service	-	-	-	-	-
Capital Expenses	-	-	8,661	-	-
Other Operating Expenditures	465,075	472,564	513,667	634,653	586,996
Transfers	-	-	-	9,594	-
Total Expenditures	\$ 3,121,613	\$ 2,879,884	\$ 3,227,292	\$ 3,521,264	\$ 3,262,973

Expenses by Fund					
	Actual	Actual	Actual	Unaudited	Adopted
<u>Fund</u>	FY2017-2018	FY2018-2019	FY2019-2020	Actual	Budget
	FY2020-2021	FY2021-2022			
101 General Fund	\$ 3,121,613	\$ 2,879,884	\$ 3,227,292	\$ 3,521,265	\$ 3,262,973
210 Water Enterprise Fund	818,461	621,696	1,440,337	902,055	1,192,604
220 Sewer Enterprise Fund	789,910	581,349	605,134	612,524	918,542
221 Storm Drain Enterprise Fund	-	-	-	420	534
222 Wastewater Pre-Treatment Fund	10,119	7,073	7,225	7,509	8,919
250 Recycling	10,119	18,248	15,133	215,917	275,013
252 Construction/Demolition Debris	-	-	-	22,239	16,786
280 Transit System	1,572,148	1,691,029	1,811,534	1,203,735	2,015,071
320 Community Develop. Block Grant	13,929	953	-	-	-
324 Housing Assistance Grants	-	-	99,807	-	-
354 Transportation Development	100,916	98,585	103,072	93,316	109,762
358 Housing Monitoring Fund	87	87	100	113	126
365 Environmental Compliance	8,469	5,842	4,893	173,879	184,692
386 Used Oil Recycling Grant	-	-	-	15,913	30,000
507 Measure F	-	235,687	223,060	185,766	227,506
522 Successor Agency	160,769	46,090	6,819	30,415	86,570
594 Spring Lake Capital	22,351	21,095	23,448	21,030	29,474
601 Spring Lake Administration	62,977	59,593	62,361	60,255	79,357
Total Expenditures	\$ 6,691,870	\$ 6,267,210	\$ 7,630,214	\$ 7,066,350	\$ 8,437,929

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – COMMUNITY DEVELOPMENT

Classification	FY2017/18	FY2018/19	FY2019/20	FY2020/21	Proposed Changes	Adopted FY2021/22
Community Development						
Administrative Clerk II	2	2	0	0		0
Administrative Secretary	1	1	0	0		0
Administrative Supervisor	0	0	1	1		1
Assistant Planner	0	0	1	1		1
Associate Civil Engineer	1	1	0	0		0
Associate Engineer	1	1	2	3		3
Associate Planner	1	1	1	1		1
Assistant City Manager-Community & Econ Develop	1	1	1	0		0
Building Inspector I/II	0	1	0	0		0
Chief Building Official	1	1	1	1		1
City Engineer	1	1	1	0		0
Code Compliance Officer I/II	2	1	1	1		1
Community Development Clerk II	0	0	2	2		2
Community Development Director	0	0	0	1		1
Community Development Technician I	0	2	2	0		0
Community Development Technician II	1	0	0	2		2
Conservation Coordinator	0	0	0	1		1
Construction Project Manager	0	0	0	0		0
Deputy CDD Director	1	1	1	1		0
Engineering Assistant	1	0	2	1		1
Engineering Technician I	0	0	0	1		1
Engineering Technician II	2	2	1	0		0
Engineering Technician III	4	4	3	2		2
Environmental Resource Analyst	0	0	0	1		1
Environmental Sustainability Manager	0	0	0	1		1
Junior Engineer	0	1	1	1		1
Junior Planner	0	1	0	0		0
Marketing & Business Relations Specialist	0	0	1	1		1
Principal Civil Engineer	1	1	1	1		1
Principal Utilities Civil Engineer	1	1	1	1		1
Principal Planner	1	1	2	2		2
Redevelopment Manager	1	1	0	0		0
Senior Building Inspector	1	0	1	1		1
Senior Building Plans Examiner	1	1	1	1		1
Senior Associate Civil Engineer	2	2	2	2		2
Senior Construction Project Manager	1	1	1	1		1
Senior Civil Engineer	1	1	1	1		1
Senior Engineering Assistant	0	1	1	2		2
Senior Management Analyst	1	1	1	1		1
Senior Planner	1	1	0	0		0
Total Community Development	32	34	34	36		35

COMMUNITY SERVICES DEPARTMENT

This department provides the community with a variety of life-enriching programs; special events; grant opportunities including the administration of the Community Development Block Grant (CDBG) entitlement program; recreation and senior programs; non-profit and community partner collaboration; affordable housing needs; cemetery services, parks maintenance services; and urban forestry services. The department is organized into five (5) separate divisions: Administration, Recreation, Parks Maintenance and two internal services funds - Recreation Enterprise and Cemetery Enterprise.

Recreation and Human Services

FY2020-21 Accomplishments

- Provided 12-week summer program for youth and teens, while following COVID-19 guidelines.
- Opened outdoor boxing and tennis programs, using COVID-19 protocols.
- Facilitated multiple virtual senior programs, including: Rock Steady Boxing, Functional Fitness, Parkinson's Support Group, Prostate Cancer Support Group, and the Multiple Sclerosis Support Group.
- Offered over 1,600 hours of Adult Lap Swim that had over 20,000 participants.
- Provided socially distanced swimming lessons to 250 participants.
- Provided a Distance Learning program during school hours for youth ranging from 1st through 8th grades, while schools were closed due to COVID-19.
- With funding from Measure J, distributed over \$12,000 in scholarships for income-qualified participants for the following programs: Summertime Fun Club, Summer Teen Pack, and the Distance Learning program.
- Implemented several unique and creative community engagements including the Virtual Gobble Trot Fun Run & Walk, the Shamrock Hunt, You've Been Egged, and Halloween decorating contests with funding from Measure J. Rec2Go, the mobile recreation program, had over 7,000 visitors with contact-free engagements and activities.
- Continued to provide free City-wide activities to socially engage the community including activities for Dr. Martin Luther King Jr. Day (poetry contest, chalk contest, and fun run), as well as activities for César Chávez Day (seed planting, mural making, and canned food drive).
- Processed a Community Development Grant Action (CDBG) Plan amendment to allocate the City's initial CARES Act CDBG allocation of \$302,041 for the purchase of commercial modular trailers (restrooms, showers, laundry, and commercial kitchen) used to support the operation of the Emergency Shelter Project at the East Beamer Way development.
- Assisted the Community Development Department with the preparation of a financing plan and completion of the memorandum of understanding between the City and Friends of the Mission for the Permanent Supportive Housing, Phase 2 Infrastructure Project, at the East Beamer Way development.
- Helped facilitate the completion of construction for the CDBG-funded Cottonwood Meadows affordable housing rehabilitation project (Stairwell/Siding Dry-Rot Improvements – Phase 3) with work on the Federal labor and contract compliance requirements. The project resulted in the removal, repair, and replacement of dry-rotted framing at stairwells and wood siding on the western exposure of the senior citizens apartment complex.
- Obtained the second payment of \$325,972 from a Partnership HealthPlan of California grant for the 61-unit permanent supportive housing (PSH) development at East Beamer Way site. The

Department Summaries

funds will be used for the Phase 2 Infrastructure (final earthwork, utilities, lights, streets, and sidewalks for PSH site).

- Submitted the City's five-year Permanent Local Housing Allocation grant application for estimated funds of \$1,490,000 available for homeless and affordable housing initiatives. The application was previously approved by the State.
- Worked with the City's homeless coordinator on Woodland's Project Roomkey efforts to shelter vulnerable homeless in local motels during the COVID-19 pandemic.

FY2021-22 Goals

- Achieve 75% of FY2018-19 contract class revenue.
- Achieve 75% of FY 2019-20 YBL participation.
- Resume program operation of Adult Sports.
- Fill swim (summer) lessons to 85% capacity.
- Resume on-campus and in-person program operation of the After School Teen Pack.
- Reach 10,000 participants with Rec2Go (the mobile recreation program) and continue to offer socially distance engagements and opportunities.
- Offer scholarships for income qualified participants for the following programs: swimming lessons, Summertime Fun Club, Summer Teen Pack (funding provided by Measure J) and make scholarships available for a wider range of recreational programs.
- Facilitate the completion of at least four (4) CDBG-funded construction projects.
- Continue to support efforts for completion of the 61-unit permanent supportive housing development at the East Beamer Way site to house the homeless.
- Assist at least four (4) families purchase homes with assistance from the City's first time homebuyer's loan assistance program.
- Represent the City on the newly formed nonprofit Yolo County Homeless and Poverty Action Coalition board of directors.

Parks and Urban Forestry

The primary mission of this division is to provide well-maintained areas for families and recreational oriented citizens to enjoy leisure and sporting activities in a setting that is safe, accessible and diversified with amenities.

The City has nine (9) mini parks/plazas, 15 neighborhood parks, one (1) community sports park, and six (6) recreational facilities including the Woodland Community & Senior Center. The City's parks infrastructure consists of approximately 185 acres of developed land (including a cemetery and detention basins that are used for recreational purposes) and another 224 acres of undeveloped land (parks, greenbelts, Sports Park, and the "Regional Park"). This division also oversees the Urban Forestry Group, which is responsible for the maintenance and well-being of approximately 16,000 City owned trees. All of these amenities are funded from multiple sources, which include the general fund and various lighting and landscaping districts.

FY2020-21 Accomplishments

- Continued to perform wide range cyclical pruning in our older growth section of town.
- Assisted user groups in advancing new recreation facilities at the Sports Park for tennis, skate boarding, soccer, and girls Fast Pitch.
- Continued to work with the Tree Foundation on multiple tree planting projects to increase the City's overall tree canopy coverage.
- Completed the bid process for the replacement of synthetic turf at the Woodland Sports Park. Replacement of synthetic turf was also completed.
- Installed an additional two (2) irrigation controllers in Gibson Ranch. This completed the upgrades to Central Control of irrigation in Gibson Ranch.
- Built the new separation fence at Freeman Park on the west side of the park.
- Secured Prop 68 grant funding for the replacement of playgrounds at Traynham and Everman Parks.
- Worked with Putah Creek Council to get three hundred native flowering plants planted on the north side of Rick Gonzales Park along the sidewalk.
- At Grace Hiddleson ball field, removed sod on the infield and replaced it with infield mix as well as placed a temporary outfield fence. This field will be utilized by Woodland Little League.
- Placed a temporary outfield fence at the new Buchignani ball field at Christiansen Park.
- Placed eight benches and six dog waste stations on the green belts in Spring Lake.
- Improved the restrooms at Klenhard Park to better serve user groups.
- Installed gravel pathway at Legacy Grove.
- Initiated restroom replacement at Harris Ball Field, Beamer Park, and Ferns Park.

FY2021-22 Goals

- Develop funding option for a second community aquatics complex at Pioneer High School.
- Update Park/Facilities Joint Use Agreement with WJUSD.
- Continue to identify ways to reduce water use at City Parks and landscaped areas.
- Continue to evaluate regulation of valley oaks and other large significant trees that are located on private property.
- Continue to work with the Tree Foundation on multiple tree planting projects to increase the City's overall tree canopy coverage.
- Update the Cemetery fee schedule to reflect the current needs and changes.
- Obtain society of Municipal Arboriculture accreditation for the Urban Forest Master Plan.
- Complete restroom replacement projects at Harris Ball Field, Beamer Park, and Ferns Park.
- Complete play structure replacement projects at Traynham Park and Everman Park.
- Conduct Public Outreach for completion of Spring Lake Parks.
- Complete installation of new play structures at Campbell Park and Christianson Park.

COMMUNITY SERVICES

Source of Funds	Actual FY2017-2018	Actual FY2018-2019	Actual FY2019-2020	Unaudited Actual FY2020-2021	Adopted Budget FY2021-2022
General Fund Support	\$ 3,774,154	\$ 4,143,963	\$ 4,637,780	\$ 4,725,674	\$ 5,151,107
General Fund Fees & Charges	667,552	692,640	355,905	328,156	287,076
Internal Service Funds	220,057	965	37,871	-	-
Measure J	943,963	1,255,582	894,443	970,904	1,740,281
Enterprise Funds	748,726	725,654	696,944	659,912	944,681
Special Revenue	2,936,193	5,031,189	6,055,297	3,788,264	4,205,088
Measure E	-	110,890	534,434	94,604	-
Measure F	-	-	-	-	227,079
Development Funds/Capital	13,759	816	1,712	375	-
Total Funding Sources	\$ 9,304,404	\$ 11,961,700	\$ 13,214,387	\$ 10,567,889	\$ 12,555,312

Expenses by Division	Actual FY2017-2018	Actual FY2018-2019	Actual FY2019-2020	Unaudited Actual FY2020-2021	Adopted Budget FY2021-2022
41 Administration	\$ 1,423,111	\$ 1,441,642	\$ 1,489,696	\$ 1,445,720	\$ 1,690,983
42 Park Maintenance	4,678,835	5,234,589	6,370,568	6,184,871	7,081,485
43 Recreation	984,066	997,014	949,581	866,963	1,209,454
45 Housing/Grants	1,054,372	3,031,908	3,510,100	1,099,432	833,109
48 Measure J	1,164,020	1,256,547	894,443	970,904	1,740,281
Total Expenditures	\$ 9,304,404	\$ 11,961,700	\$ 13,214,387	\$ 10,567,889	\$ 12,555,312

General Fund Expenses by Division	Actual FY2017-2018	Actual FY2018-2019	Actual FY2019-2020	Unaudited Actual FY2020-2021	Adopted Budget FY2021-2022
41 Administration	\$ 1,410,911	\$ 1,441,642	\$ 1,480,725	\$ 1,445,720	\$ 1,690,983
42 Park Maintenance	2,295,658	2,512,247	2,610,089	2,827,769	2,912,453
43 Recreation	649,136	680,372	680,525	724,277	800,491
45 Housing/Grants	86,001	202,342	222,348	56,064	34,256
48 Measure J	943,963	1,255,582	894,443	970,904	1,740,281
Total Expenditures	\$ 5,385,669	\$ 6,092,185	\$ 5,888,128	\$ 6,024,734	\$ 7,178,464

Expenses by Category					
	Actual	Actual	Actual	Unaudited	Adopted
Expenditures	FY2017-2018	FY2018-2019	FY2019-2020	Actual	Budget
	FY2020-2021	FY2021-2022			
Salaries and Benefits	\$ 3,477,445	\$ 3,765,356	\$ 3,788,970	\$ 3,814,064	\$ 4,652,015
Supplies & Services	1,459,725	2,653,998	2,939,823	2,929,710	3,906,185
Education & Meetings	25,082	23,544	24,265	16,915	43,718
Capital Expenses	148,558	95,694	780,053	135,843	227,079
Other Operating Expenditures	3,856,253	4,995,543	3,129,818	3,256,885	3,653,987
Transfers	337,341	427,565	2,551,458	414,472	72,328
Total Expenditures	\$ 9,304,404	\$ 11,961,700	\$ 13,214,387	\$ 10,567,889	\$ 12,555,312

General Fund Expenses by Category					
	Actual	Actual	Actual	Unaudited	Adopted
Expenditures	FY2017-2018	FY2018-2019	FY2019-2020	Actual	Budget
	FY2020-2021	FY2021-2022			
Salaries and Benefits	\$ 2,487,697	\$ 2,682,260	\$ 2,704,591	\$ 2,707,197	\$ 3,260,366
Supplies & Services	1,221,473	1,336,642	1,393,587	1,535,159	2,014,551
Education & Meetings	21,284	21,479	19,776	12,700	34,815
Capital Expenses	-	29,406	13,553	39,895	-
Other Operating Expenditures	1,559,271	1,625,509	1,646,578	1,707,455	1,796,404
Transfers	95,944	396,889	110,043	22,328	72,328
Total Expenditures	\$ 5,385,669	\$ 6,092,185	\$ 5,888,128	\$ 6,024,734	\$ 7,178,464

Expenses by Fund					
	Actual	Actual	Actual	Unaudited	Adopted
Fund	FY2017-2018	FY2018-2019	FY2019-2020	Actual	Budget
	FY2020-2021	FY2021-2022			
011 Facilities Replacement	\$ 220,057	\$ 965	\$ -	\$ -	\$ -
091 Self Insurance	-	-	37,871	-	-
101 General Fund	5,385,669	6,092,185	5,888,128	6,024,734	7,178,464
240 Cemetery	413,795	409,013	427,888	517,226	535,718
253 Recreation Enterprise	334,931	316,642	269,056	142,686	408,963
320 Community Develop. Block Grant	264,929	500,042	384,844	501,643	300,013
321 Off-Site Afford Housing	-	-	409,000	-	-
322 Supportive Housng Program	112,398	256,866	182,179	201,340	275,505
323 Home Grant	-	85,769	74,730	-	-
324 Housing Assistance Grants	-	50,258	29,398	-	-
325 State Grants	324,039	107,778	126,127	271,403	200,746
326 Housing Assistance	127,004	1,828,853	190,475	29,512	22,589
327 Affordable Housing In-Lieu	140,000	-	1,891,000	39,469	-
358 Housing Monitoring Fund	-	-	-	-	-
381 Gibson Ranch L&L	620,257	589,331	862,677	678,270	861,211
383 N Park L&L District	27,320	23,692	30,497	35,071	40,135
384 SP Assess Streng Pond Land	28,475	20,066	51,067	28,167	44,114
387 Woodland West L&L	16,905	10,032	26,465	15,023	26,336
389 Spring Lake L&L	769,360	1,068,746	1,295,558	1,490,537	1,817,020
391 Sports Parks O&M CFD	444,205	423,715	408,470	394,386	473,889
392 Gateway L&L	61,300	66,042	92,811	103,443	143,530
506 Measure E	-	110,890	534,434	94,604	-
507 Measure F	-	-	-	-	227,079
583 Tree Reserve	1,559	816	1,712	375	-
Total Expenditures	\$ 9,304,404	\$ 11,961,700	\$ 13,214,387	\$ 10,567,889	\$ 12,555,312

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – COMMUNITY SERVICES

Classification	FY2017/18	FY2018/19	FY2019/20	FY2020/21	Proposed Changes	Adopted FY2021/22
Community Services (Recreation)						
Administrative Clerk II	1	1	1	1		1
Administrative Supervisor	1	1	1	1		1
Community Services Director	1	1	1	1		1
Community Services Program Manager	2	2	2	2		2
Facilities Maintenance Worker II	1	1	1	1		1
Facilities Maintenance Worker III	1	1	1	1		1
Management Analyst I/II	1	1	1	1		1
Park Maintenance Worker I	0	1	2	2		2
Park Maintenance Worker II	3	3	2	2		2
Park Superintendent	1	1	1	1		1
Park Supervisor	2	2	2	2		2
Pool Facilities Technician	1	1	1	1		1
Recreation Coordinator	3	3	3	3		3
Recreation Supervisor	4	4	4	4		4
Senior Planner	1	1	1	1		1
Senior Tree Trimmer	1	1	1	1		1
Tree Trimmer I	0	1	0	1		1
Tree Trimmer II	1	0	1	0		0
Total Community Services	25	26	26	26		26

Department Summaries

POLICE

The Police Department is responsible for law enforcement services in the community. The Department is committed to maintaining a safe and healthy environment for all Woodland residents, businesses and guests, free from violence, property damage or loss and injuries resulting from criminal acts. The Department consists of four (4) Bureaus: Office of the Chief, Patrol, Community Relations, and Investigations.

Office of the Chief

The Office of the Chief is responsible for overall management and direction of the Police Department and has direct oversight over the following: budget, training, facility management, equipment inventory, taxi and massage permits and burglar alarm permits.

This bureau is also responsible for managing two budget programs, Asset Forfeiture and Vehicle Theft Deterrent Fund, and oversees the management of the department's two largest contracts: dispatch services with YECA and animal control services with the Yolo County Sheriff's Office.

Bureau personnel includes the Police Chief, Police Deputy Chief, Senior Management Analyst and the Executive Assistant to the Chief.

Patrol

This bureau has two (2) divisions with oversight from the Patrol Lieutenant and has the following responsibilities:

Patrol

This division is responsible for: 1) day-to-day community patrol activities and responding to citizen's calls for service; and 2) responding to and conducting preliminary criminal investigations and the necessary follow-up investigations for most incidents. The Patrol Bureau is also responsible for the K-9 Unit, Field Training Program, Bike Team, Honor Guard and Reserves.

Tactical Operations

This division consists of the Special Weapons and Tactics (SWAT) Team and Crisis Negotiation Team (CNT).

Bureau personnel include six (6) Sergeants, six (6) Corporals, 21 Patrol Officers, two (2) K9 Officers, one (1) full-time Field Community Services Officer and one (1) part-time Field Community Services Officer. Funding for patrol officers are supplemented by the State COPS 04/05 grant (1 officer) and Proposition 172 (2 officers).

Community Relations

This bureau has two (2) divisions with oversight from the Community Relations Lieutenant and has the following responsibilities:

Special Field Operations

This division includes Traffic, Parking and School Resource Officers under one (1) Sergeant:

Department Summaries

Traffic is responsible for traffic enforcement in the community and investigations of major and serious/fatal traffic collisions and traffic education and outreach. Traffic personnel also manages homeland security matters and special events citywide that require police participation. This division also includes the parking unit, which is responsible for enforcement of parking violations, and abandoned vehicle abatement. Division personnel include three (3) Traffic (Motorcycle) Officers and two (2) part-time Parking Enforcement Officers.

There are three (3) School Resource Officers who are responsible for safety and outreach in the schools. All three are dedicated to the Gang Resistance Education and Training (G.R.E.A.T.) program.

Community Relations

This division is headed by one (1) Sergeant who supervises the following programs:

Homeless Outreach Street Team

HOST is responsible for: 1) engaging in homeless outreach to include working with allied agencies to address the growing homeless issues in our community; and 2) taking an active role in outreach with our citizens, business community, and homeless population. There are three (3) officers assigned to HOST.

Crime Prevention

This program is staffed with 1.5 Crime Prevention Specialists who coordinate Neighborhood Watch, Crime Free Multi-Housing Program, community events, CPTED, Nextdoor and the Volunteers in Policing, which includes the chaplains.

This unit is also responsible for department recruitment and internal affairs. A part-time Community Services Officer completes administrative tasks associated with the commercial cannabis program and assists with training registration, graffiti abatement, and the G.R.E.A.T. program.

Records

This division is responsible for maintaining Police Department records, data processing (including warrants and PRA requests) and coordinating the transport and extradition of suspects. The staff serves as the initial point of contact with the public. Division personnel includes the Records Supervisor, three (3) full-time Senior Records Specialists, three (3) full-time Records Specialist and two (2) part-time Records Specialists.

Investigations

This bureau has three (3) divisions with oversight from the Investigations Lieutenant and has the following responsibilities:

Investigations

This division investigates criminal acts and supports Patrol when experience and additional investigative expertise or resources are required. This division provides video and computer forensic analysis, latent print analysis, crime scene/evidence processing while maintaining databases in tracking sex offenders, gang members and specific business licensing. Division personnel include the Investigations Sergeant, one (1) Senior Detective, five (5) Detectives, and one (1) Community Services Officer.

Department Summaries

Crime Analysis

This division is responsible for collecting criminal intelligence, identifying crime trends, serving as a repository for gang member information and distribution to assist officers in their activities and spearheading the department's Intelligence-Led Policing efforts. Personnel include one (1) full-time and one (1) part-time Crime Intelligence Analyst.

Gang Task Force

This division is responsible for the investigation of criminal acts committed by gang members, gathering intelligence on gang culture, trends, and members to enhance the department's response to gang activity, and for educating other officers and the community on criminal street gangs. Division personnel include one (1) Sergeant, four (4) Woodland Police Detectives, and one (1) Yolo County Sheriff's Deputy. One of the detectives is a Special Investigations Detective with expanded duties to include commercial cannabis program, extradition, and politically sensitive investigations. Another detective is also assigned to the FBI Safe Streets Task Force.

Property and Evidence

This division is responsible for maintaining property and evidence collected by department personnel, processing requests from the District Attorney's office and the release of property to the rightful owners. Division personnel include one (1) Community Services Officer.

FY2020-21 Accomplishments

Department-wide:

- Participated in *Read Across America* with department staff volunteering to read at elementary schools throughout Woodland.
- Coordinated and hosted one (1) DEA Drug Take Back events.
- Continued to develop and grow Unidos, a program tailored for the Spanish speaking community; launched a Unidos independent Facebook Page to connect better with the Spanish speaking community.
- Worked with Yolo County on issues surrounding the old Courthouse and county parking lot.
- Responded to COVID-19 with county partners for at risk homeless individuals.
- Hosted *Books and Badges* virtually during the COVID-19 restrictions.
- Continued digitization of case files beginning with 2007.
- Continued digitization of 2008 case files and uploaded into RMS.
- Advertised Woodland's Police Department's open positions through social media.
- Held two (2) Community Safety Conversation virtual events to discuss topics such as homelessness and Use of Force.
- Completed the 2020 Annual Report.
- Successfully ran the Citizen Police Academy with 11 participants and 12 meetings. The CPA started in person with COVID-19 safety measures, but was completed virtually out of an abundance of caution.
- Continued the Police Explorer program open to high school students. Currently there are 11 Explorers enrolled.
- Renewed contract with Yolo Conflict Resolution Center for the continuation of the Restorative Justice program.
- Re-established monthly sergeant meetings in order to allow for stronger communication and internal training opportunities.

Department Summaries

- Started the Chief's Advisory Board with nine (9) community board members to include leaders in education, the business community and youth. Meetings were held for two hours once a month.
- Completed POST required training with nearly 100% percent compliance - only four (4) officers not in compliance due to suspended training because of COVID.

Patrol Bureau

- Due to several retirements, we successfully filled eight (8) Police Officer vacancies.
- Continued collaboration with the Yolo County District Attorney's Office in instituting Neighborhood Court.
- Successfully completed and passed the 1033 Program audit and the Holding Cell annual inspections.
- Completed purchase of crowd control protective equipment using grant funds from Yocha Dehe Tribe.
- Successfully appointed two (2) new officers to SWAT.
- Implemented a K9 development program designed to identify and train prospective K9 handlers.

Community Relations Bureau

- Completed OTS Grant 2019-2020.
- Successfully completed and were awarded an OTS Grant (October 2020-September 2021) which will fund the following operations:
 - a. Six (6) DUI saturation patrols
 - b. Three (3) PCF saturation patrols
 - c. One (1) Distracted Driving Patrol
 - d. One (1) Bike / Pedestrian Patrol

The first quarter of the grant yielded the following results:

- ✓ Six (6) suspended driver's license arrests
- ✓ One (1) pursuit / reckless driving arrest
- ✓ 167 traffic stops
- ✓ 77 citations for primary collision factors (unsafe speed, auto right away violations, improper turning and cell phone violations)
- ✓ One (1) felony warrant arrest
- Added 13 new volunteers.
- Hosted a successful virtual National Night Out in October 2020.
- Positively growing our Social Media followers:
 - a. Facebook - 26,463
 - b. Instagram - 2,608
 - c. Twitter - 167
- Through February 2020, the Department conducted the following 13 outreach events with five (5) more scheduled through June 31:
 - ✓ August 12, 2020 - Drive thru Book Donation Event
 - ✓ September 26, 2020 - Car Seat Check Event
 - ✓ October 31, 2020 - Drive Thru Trick or Treat
 - ✓ November 28, 2020 - Fill the Trunk, Target
 - ✓ December 5, 2020 - Fill the Trunk , Walmart
 - ✓ December 10, 2020 - Fill the Trunk, Dutch Bros
 - ✓ December 12, 2020 - Fill the Trunk, Costco
 - ✓ December 19, 2020 - Toy Distribution Day

Department Summaries

- ✓ December 7, 2020 - Neighborhood Santa
- ✓ December 10, 2020 - Neighborhood Santa
- ✓ December 11, 2020 - Neighborhood Santa

Investigations Bureau

- Completed a wire operation in conjunction with DOJ Special Operations Unit in response to gang violence. The operation consisted of over 10,000 hours of work and 49 search warrants. It produced 19 cases against 21 local gang members that resulted in the seizure of 11 guns and nearly \$13,000. Many of these cases remain active with ongoing investigative tactics.
- Gang Task Force Detectives arrested a Sureno gang member for multiple cases of gun possession and aggravated assaults.
- Gang Task Force Detectives arrested a Norteno gang member for several gang shootings.
- Gang Task Force Detectives arrested two (2) Norteno gang members for a home invasion robbery that occurred in September of 2020.
- Detectives reduced active cases by about 40% (130 cases).
- Detectives arrested one (1) male for three charges of commercial sex trafficking of several female juveniles.
- Detectives arrested one (1) male for attempted murder reference a stabbing in February of 2021.
- Established office space in house for the FBI Safe Streets Task Force.
- Implemented Capture App for evidentiary purposes.

Several recurring programs and initiatives were on pause until COVID-19 restrictions eased; frequencies decreased for certain events during the pandemic. The Department plans to resume the following by fiscal year end, as permissible with the COVID-19 situation:

- Annual Retiree CCW qualifications.
- Coffee with a Cop.
- Run with a Recruiter.
- Books & Badges.
- G.R.E.A.T. program (4th grade): expected to resume April 2021

FY2021-22 Goals

Department-wide:

The Police Department aims to fulfil the following goals in continued support of the Council's priority goals:

- Continued expansion of volunteer program when COVID-19 restrictions cease: To complement the work of paid staff, Police will continue to expand the volunteer program, specifically to increase involvement in community outreach via crime prevention activities; assist in the front office so paid staff can be directed to other tasks; assist with extra patrol throughout the City specifically near schools and known problem areas; and expand the Neighborhood Watch program and include a Neighborhood Watch Newsletter on a quarterly basis.

Department Summaries

- Pursuit of critical collaboration and partnerships: Police will seek more collaborations and partnerships to increase participation in community outreach events and to enhance at-risk youth services when COVID-19 restrictions cease.
- Increase officer uncommitted time: Police to identify ways to increase officer uncommitted time from 22% to 40%.
- Continue to increase collaboration with Yolo County regarding HOST initiatives.
- Continue collaboration with Yolo County Mental Health Crisis Intervention program in offering services to clients and continue training at the PD; develop a County-wide CIT course.
- Digitize training files.
- Start a ViP reading to preschoolers' program.
- Run a third annual Citizen Police Academy in the fall.
- Continue the Chief's Advisory Board.
- Start the Woodland Police Department Youth Community Police Academy (YCPA) to run each spring for 6-8 sessions. This program is for 7th and 8th grade students. This is a new program after the Woodland Public Safety Academy partnership ended with the Woodland Fire Department.
- Host the annual Department Fall Festival and Open House with 150th Anniversary Theme.
- Increase crime free multi-housing efforts.
- Develop an ice cream social event.
- Increase neighborhood watch groups.
- Increase the success of National Night Out by increasing the number block parties.
- Increase recruiting results to fill upcoming police officer vacancies.
- Streamline and manage caseloads in Investigations; develop a process to intelligently reduce current caseloads.
- Manage the new requirements related to CSAR.
- Expand the use and reach of SpidrTech; implement surveys.
- Implement the use of temporary detective assignments.
- Send two (2) detectives to NIBN training.
- Expand DNA and fingerprint analysis inside the department.
- Complete Inform RMS project implementation and NIBRS certification.
- Complete the QueTel evidence management system implementation.
- Coordinate additional intervention efforts with other City departments and local partners to reduce gun violence and gang involvement.
- Increase UNIDOS events including collaboration with a wide variety of local partners.
- Start working with FBI Safe Streets.
- Expand Wellness Program.
- Implement a Drone Program.
- Grow the Corporal assignment by adding a 6th patrol Corporal (1 – per shift).
- Conduct a multi-level learning/performance outcomes evaluation of the field training program. Using data from the evaluation, expand & enhance employee on-boarding and orientation training, establish consistent performance standards for all trainees, and evaluate program and instructor effectiveness.
- Expand county-wide SWAT by interfacing with West Sacramento Police Department SWAT team. Woodland Police Department will now formally align with Yolo Co. Sheriff & West Sacramento PD.

POLICE

<u>Source of Funds</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
General Fund Support	\$ 17,251,357	\$ 18,121,005	\$ 19,566,460	\$ 19,913,332	\$ 22,073,272
General Fund Fees & Charges	671,826	587,822	689,400	528,444	520,675
Internal Service Funds	9,662	86,065	-	73,525	28,700
Measure J	363,832	344,499	339,002	399,123	489,816
Proposition 172 Funds	335,508	290,359	309,078	328,993	345,923
Grant Funds	540,516	673,300	199,319	360,127	722,424
Measure F	-	224,048	577,395	842,656	884,373
Development Funds/Capital	96,945	96,837	96,726	96,610	98,770
Asset Forfeiture	45,480	11,517	104	209	10,313
Total Funding Sources	\$ 19,315,125	\$ 20,435,452	\$ 21,777,485	\$ 22,543,018	\$ 25,174,266

<u>Division</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
51 Administration	\$ 3,320,895	\$ 3,631,511	\$ 3,909,880	\$ 4,222,036	\$ 4,922,809
52 Operations	8,776,560	8,956,828	9,805,046	10,107,133	11,232,868
53 Operations Support	1,900,336	1,981,472	2,184,045	2,215,188	2,224,105
54 Special Operation	2,462,193	2,216,831	2,401,159	3,298,651	3,604,201
55 Community Relations	1,386,025	2,260,141	2,534,013	1,643,598	1,517,037
56 Special Police Revenues	508,019	473,055	460,791	505,978	567,534
57 Police Grants	500,321	474,279	46,823	54,702	517,126
58 Measure J	363,832	344,499	339,002	399,123	489,816
59 YECA Project Contributions	96,945	96,837	96,726	96,610	98,770
Total Expenditures	\$ 19,315,125	\$ 20,435,452	\$ 21,777,485	\$ 22,543,018	\$ 25,174,266

<u>Division</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
51 Administration	\$ 3,320,895	\$ 3,560,057	\$ 3,908,774	\$ 4,222,036	\$ 4,922,809
52 Operations	8,776,560	8,679,307	9,462,905	9,329,009	10,559,324
53 Operations Support	1,890,674	1,950,689	2,160,624	2,168,255	2,202,413
54 Special Operation	2,462,193	2,215,022	2,189,326	3,078,879	3,386,364
55 Community Relations	1,386,025	2,260,141	2,534,013	1,643,598	1,517,037
56 Special Police Revenues	-	31,649	218	-	6,000
57 Police Grants	86,836	11,963	-	-	-
58 Measure J	363,832	344,499	339,002	399,123	489,816
Total Expenditures	\$ 18,287,014	\$ 19,053,326	\$ 20,594,862	\$ 20,840,899	\$ 23,083,763

Expenses by Category					
	Actual	Actual	Actual	Unaudited	Adopted
Expenditures	FY2017-2018	FY2018-2019	FY2019-2020	Actual	Budget
	FY2020-2021	FY2021-2022			
Salaries and Benefits	\$ 13,703,733	\$ 14,623,420	\$ 15,585,433	\$ 15,927,289	\$ 18,018,001
Supplies & Services	3,263,539	3,340,948	3,607,851	3,791,854	4,144,888
Education & Meetings	85,138	61,728	71,919	107,376	75,012
Capital Expenses	-	22,213	-	-	-
Other Operating Expenditures	2,262,714	2,291,895	2,480,326	2,684,543	2,809,840
Transfers	-	95,249	31,956	31,956	126,525
Total Expenditures	\$ 19,315,125	\$ 20,435,452	\$ 21,777,485	\$ 22,543,018	\$ 25,174,266

General Fund Expenses by Category					
	Actual	Actual	Actual	Unaudited	Adopted
Expenditures	FY2017-2018	FY2018-2019	FY2019-2020	Actual	Budget
	FY2020-2021	FY2021-2022			
Salaries and Benefits	\$ 12,878,017	\$ 13,594,785	\$ 14,581,398	\$ 14,586,170	\$ 16,133,238
Supplies & Services	3,218,059	3,136,847	3,571,217	3,603,345	4,096,568
Education & Meetings	75,477	61,828	71,919	80,252	75,012
Capital Expenses	-	22,213	-	-	-
Other Operating Expenditures	2,115,461	2,142,405	2,338,372	2,539,176	2,652,420
Transfers	-	95,249	31,956	31,956	126,525
Total Expenditures	\$ 18,287,014	\$ 19,053,326	\$ 20,594,862	\$ 20,840,899	\$ 23,083,763

Expenses by Fund					
	Actual	Actual	Actual	Unaudited	Adopted
Fund	FY2017-2018	FY2018-2019	FY2019-2020	Actual	Budget
	FY2020-2021	FY2021-2022			
091 Self Insurance Fund	\$ 9,662	\$ 86,065	\$ -	\$ 73,525	\$ 28,700
101 General Fund	18,287,014	19,053,326	20,594,862	20,840,899	23,083,763
325 State Grants	-	-	46,823	54,702	-
330 Other Federal Grants	-	71,454	1,106	128,649	-
340 Police Grants	413,485	462,316	-	-	517,126
352 Supplemental Law Enforce. Svcs Funds	127,031	139,531	151,391	176,776	205,298
353 Proposition 172	335,508	290,359	309,078	328,993	345,923
357 Asset Forfeiture Fund	45,480	11,517	104	209	10,313
501 Capital Projects	31,992	31,956	32,239	31,881	32,594
507 Measure F	-	224,048	577,395	842,656	884,373
550 Police Development Fund	64,953	64,881	64,487	64,729	66,176
Total Expenditures	\$ 19,315,125	\$ 20,435,452	\$ 21,777,485	\$ 22,543,018	\$ 25,174,266

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – POLICE

Classification	FY2017/18	FY2018/19	FY2019/20	FY2020/21	Proposed Changes	Adopted FY2021/22
Police						
Administrative Secretary	1	0	0	0		0
Community Services Officer	4	4	4	4		4
Crime & Intelligence Analyst	1	1	2	1		1
Crime Prevention Specialist	1	1	1	1		1
Executive Assistant	0	1	1	1		1
Police Captain	1	1	1	1		1
Police Chief	1	1	1	1		1
Police Lieutenant	3	3	3	3		3
Police Officer	49	53	53	53	3	56
Police Records Specialist	1	1	1	3	3	6
Police Records Supervisor	1	1	1	1		1
Police Sergeant	10	10	10	10		10
Senior Management Analyst	1	1	1	1		1
Senior Police Records Specialist	5	5	5	3		3
Social Services Manager	0	1	1	1		1
Total Police	79	84	85	84		90

FIRE

The City of Woodland Fire Department ensures that the City's emergency resources and fire prevention services are effectively and efficiently planned, delivered, and managed. Fire provides response to structural, vehicular and vegetation fires, emergency medical services, hazardous materials and specialty rescue response, public assistance and other emergencies. Additionally, Fire provides a wide variety of planning, mitigation, and outreach services.

The Fire Department is organized into four (4) major divisions: Administration, Operations, Training, and Community Risk Reduction (CRR). Each division should ideally be managed by dedicated administrative staff. However, due to elimination of mid-management administrative positions, these divisions are all managed by administration and/or have been pushed down to line level personnel to manage with the exception of CRR. For the sake of continuity, we will still refer to them as divisions.

Administration

This division serves two critical roles: 1) provide leadership and administrative support for all Fire services, and 2) coordinate citywide Emergency Management efforts. This division is managed by the Fire Chief and a Management Analyst. Activities of this division include the following:

- Long-range organizational/succession planning
- Personnel management
- Contract and grant administration
- Records management
- Budget oversight and management
- Leadership development
- Policy development
- Risk management
- Disaster Planning and Emergency Preparedness

Administration FY2020-21 Accomplishments

Long Term Planning

- Completed ISO Audit, resulting in rating improvement from Class 3 to Class 2.
- Entered into shared service agreement with the Yocha Dehe Fire Department for Fire Marshal and inspection services.
- Successfully applied for FAA COA, allowing the Fire Department to utilize drones for operational use.

Personnel

- Promoted internal Fire Chief for the first time in over 100 years.
- Promoted one (1) Battalion Chief, one (1) Captain, and one (1) Engineer.
- Successfully certified three (3) acting Engineers and one (1) acting Captain.
- Supported continued succession planning through "Acting Assignments" at all levels.

Department Summaries

Grant Funding

- Successfully awarded Assistance to Firefighters Grant (AFG) to replace Self-Contained Breathing Apparatus (SCBAs).
- Successfully awarded Assistance to Firefighters Grant (AFG) to provide cancer and cardiac disease preventative screenings for all Fire Department employees.
- Successfully awarded Assistance to Firefighters Grant (AFG) to support the purchase of COVID-19 related personal protection equipment (PPE).
- Awarded HSGP for the purchase of additional all-band radios.
- Applied for Urban Areas Security Initiative (UASI) Grant to purchase additional drones for the Department's Drone Program.
- Applied for Assistance to Firefighters Grant (AFG) for all-band radios to complete department transition from VHF to all-band radios.

Emergency Planning and Preparedness

- Effectively coordinated the activation of a low-level (virtual EOC) with ongoing meetings for over a year due to COVID.
- Utilized remaining grant funds to update Audio/Visual Equipment for secondary EOC.
- Actively participated in County-level COVID Emergency Planning Meetings.
- Represented the City of Woodland for the Yolo County Summit on COVID Preparedness and Planning.
- Effectively coordinated with County to host the Mobile Point of Distribution (MPOD) for vaccinating all fire department personnel within the County.

Administration FY2021-22 Goals

Long Term Planning

- Finalize plans for new fire station to serve Southeast Area (Spring Lake) and identify funding sources for relocation of Fire Station 3 on acquired site.
- Update Fire Department Mission, Vision and Values ahead of completing a Strategic Plan, including a re-branding of the Fire Department.
- Explore increased communication capabilities and interoperability to include broadening YECA partnerships and 800mgh migration for P25 compliancy.
- Re-assess service delivery options and cost recovery for Elkhorn Fire Protection District.
- Develop alternate deployment models to support expanding calls for service.
- Explore advancement of a GPS enabled Opticom traffic light pre-emptive system to support a decrease in response times, and an increase in response safety.

Personnel

- Continue to rebuild fire administration and command structure to ensure succession plan including Deputy Chief and an Administrative Clerk.
- Create Administrative Captain position to assist with administrative workload until Deputy Chief can be funded.
- Expand and enhance diversity in hiring and practices.

Department Summaries

Grant Funding

- Seek grant funding where available to support Community Risk Reduction and public education efforts.

Emergency Planning and Preparedness

- Ensure adequate emergency public alerting in place and public participation (WEA, Yolo Alert, PulsePoint).
- Update HAZMAT JPA.
- Update Automatic and Mutual Aid agreements.
- Update and finalize Continuity of Operations Plan.

Operations

This division is responsible for activities related to emergency response and is managed by a single line Battalion Chief. The division oversees four (4) program areas that support the emergency services activities provided by Fire. These programs include:

- Emergency Operations and Deployment
- Facilities
- Fleet and Equipment
- Special Operations

Operations FY2020-21 Accomplishments

- Responded to 8019 calls for service in 2020.
- Deployed Strike Team and/or overhead personnel to 15 wildland fires throughout the State of California including the LNU Lightening Complex fires that burned over 360,000 acres in Yolo, Solano, Napa and Sonoma Counties.
- Deployed with USAR Task Force 7 on two deployments.
- Piloted enhanced "high performance CPR" program, which increased survival rates by 5%.
- Trained personnel to conduct in-house COVID-19 testing on fire, law enforcement, and dispatch personnel.
- Conducted in-home COVID-19 vaccinations for homebound residents.

Operations FY2021-22 Goals

- Complete Lexipol migration of Fire Department standard operating procedures.
- Place new Battalion Chief Vehicle in service.
- Update apparatus and vehicle replacement plan to include reduction in fleet.
- Spec and purchase Alternate Response (Type V) apparatus and replacement Utility Vehicle.
- Build multi-disciplined UAS (drone) program to increase community safety and reduce community risks.
- Develop and implement Fire Department Safe and Enhanced Response Practices.

Department Summaries

Training

In cooperation with the West Valley Regional Fire Training Consortium (WVRFTC) this division oversees Fire's Training Program managed by a single line Battalion Chief. It is responsible for the coordination, supervision, and development of all training activities. The division oversees five (5) program areas that support the emergency services activities provided by Fire. These programs include:

- Training and Instruction
- Firefighter Recruitment / Academy
- Promotional Processes
- Certification Board
- Regional Training Coordination

Training FY2020-21 Accomplishments

- Completed over 9,500 hours of department and regional training in 2020.
- Successfully certified three (3) acting Engineers , and one (1) acting Captain.
- Sent three (3) recruits through the Sacramento Fire Academy.
- Participated in regional testing for Fire Engineer.

Training FY2021-22 Goals

- Participate in regional testing for Fire Captain and Battalion Chief.
- Continue to advance cooperative Rescue Task Force and iMCI training and programs with Fire, Police and regional partners.
- Enhance Fire Department Health and Wellness Program.

Community Risk Reduction (CRR)

Community Risk Reduction is responsible for activities related to reducing risk to the community, limiting the impact of disasters, and creating resiliency. That is, to predict and where possible, prevent fires and other disasters in order to mitigate their impact on vulnerable populations. This division is managed by the Fire Marshal and two (2) prevention specialists. This division oversees six (6) program areas:

- Community Risk Reduction/Fire Prevention
- Arson Investigation
- Inspections
- Enforcement
- Plan Review
- Public Education, Outreach, and Youth Programs

CRR FY2020-21 Accomplishments

Community Risk Reduction

- Transitioned format of data analysis and program creation to a Community Risk Reduction model.
- Updated CRR standards, checklists, enforcement, and inspection forms to improve customer and contractor coordination.
- Established a COVID Waiver Program and Application to assist businesses that were financially impacted in order to waive inspection fees for the fiscal year.

Outreach

- Obtained a Community Grant from Walmart to enhance CPR outreach programs.
- Obtained PulsePoint Grant to purchase outreach material regarding hands-only CPR.
- Enhanced social media outreach, including weekly #WoodlandThrowbackThursday posts.
- Hosted a 1st Grade Program Virtual Fire Safety Poster Contest.
- Obtained community recipes and created a Senior Safety Cookbook, as an outreach program to the Senior Citizen committee.
- Recipient of the Home Fire Sprinkler grant to enhance social media/educational outreach regarding home fire sprinkler maintenance.
- Enhanced the Jr. Firefighter Combat Challenge course.
- Completed an interactive prop for residential sprinklers.

CRR FY2021-22 Goals

Community Risk Reduction

- Continue to explore additional methods to integrate risk reduction efforts and programs into our Community Risk Reduction Division.
- Evaluate CRR staffing structure.
- Explore improved processes for plan review, weed abatement coordination, and inspection records.

Outreach

- Continue to explore socially-distanced outreach opportunities.
- Engage in in-person outreach opportunities as they become safe and available.
- Create and deliver public education programs based on Community Risk Assessment findings.
- Initiate development of Community Emergency Response Team (CERT) program.
- Participate in Residential Sprinkler Week in May with sprinkler prop and social media outlets.

FIRE

<u>Source of Funds</u>	Actual FY2017-2018	Actual FY2018-2019	Actual FY2019-2020	Unaudited Actual FY2020-2021	Adopted Budget FY2021-2022
General Fund Support	\$ 9,779,802	\$ 9,356,999	\$ 9,724,999	\$ 10,141,303	\$ 11,051,697
General Fund Fees & Charges	1,011,850	1,266,518	890,121	1,523,638	646,000
Special Revenue	-	174,172	66,512	979,557	-
Proposition 172	204,509	200,693	202,335	197,845	218,475
SAFER Grant	-	-	237,836	393,281	458,613
Measure F	-	437,748	515,788	611,338	639,297
Development Funds/Capital	-	-	-	-	-
Total Funding Sources	\$ 10,996,162	\$ 11,436,131	\$ 11,637,592	\$ 13,846,962	\$ 13,014,082

<u>Division</u>	Actual FY2017-2018	Actual FY2018-2019	Actual FY2019-2020	Unaudited Actual FY2020-2021	Adopted Budget FY2021-2022
61 Administration	\$ 474,112	\$ 758,299	\$ 710,883	\$ 1,651,246	\$ 739,877
62 Operations	9,917,325	10,109,709	10,379,250	11,421,811	11,536,169
63 Training	164,381	82,744	(16,102)	186,453	88,031
64 Fire Prevention	440,344	485,378	563,560	587,451	650,005
Total Expenditures	\$ 10,996,162	\$ 11,436,131	\$ 11,637,592	\$ 13,846,962	\$ 13,014,082

<u>Division</u>	Actual FY2017-2018	Actual FY2018-2019	Actual FY2019-2020	Unaudited Actual FY2020-2021	Adopted Budget FY2021-2022
61 Administration	\$ 474,112	\$ 291,343	\$ 388,474	\$ 306,470	\$ 356,109
62 Operations	9,712,816	9,909,016	9,885,789	10,822,813	10,859,081
63 Training	161,138	82,744	120,159	186,453	88,031
64 Fire Prevention	440,344	340,415	356,959	349,205	394,476
68 Measure J	-	-	-	-	-
Total Expenditures	\$ 10,788,410	\$ 10,623,517	\$ 10,751,380	\$ 11,664,942	\$ 11,697,697

Expenses by Category					
	Actual		Unaudited		Adopted
<u>Expenditures</u>	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
Salaries and Benefits	\$ 8,803,475	\$ 9,080,970	\$ 9,285,023	\$ 10,535,870	\$ 10,575,469
Supplies & Services	695,127	613,794	656,389	636,545	649,957
Education & Meetings	47,138	47,913	49,664	40,229	53,989
Capital Expenses	-	174,172	82,774	923,151	-
Other Operating Expenditures	1,402,135	1,427,282	1,563,741	1,545,556	1,689,667
Transfers	48,287	92,000	-	165,611	45,000
	\$ 10,996,162	\$ 11,436,131	\$ 11,637,591	\$ 13,846,962	\$ 13,014,082

General Fund Expenses by Category					
	Actual		Unaudited		Adopted
<u>Expenditures</u>	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
Salaries and Benefits	\$ 8,663,658	\$ 8,510,734	\$ 8,545,417	\$ 9,487,061	\$ 9,395,110
Supplies & Services	695,127	613,794	603,099	573,001	649,957
Education & Meetings	47,138	47,913	49,664	40,229	53,989
Capital Expenses	-	-	69,551	7,138	-
Other Operating Expenditures	1,334,199	1,359,076	1,483,649	1,455,086	1,598,641
Transfers	48,287	92,000	-	102,427	-
	\$ 10,788,410	\$ 10,623,517	\$ 10,751,380	\$ 11,664,942	\$ 11,697,697

Expenses by Fund					
	Actual		Unaudited		Adopted
<u>Fund</u>	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
101 General Fund	\$ 10,788,410	\$ 10,623,517	\$ 10,751,380	\$ 11,664,942	\$ 11,697,697
260 Fire Grants	3,243	-	(136,261)	-	-
330 Other Federal Grants	-	174,172	66,512	979,557	-
353 Proposition 172	204,509	200,693	202,335	197,845	218,475
360 Fire SAFER Grant	-	-	237,836	393,281	458,613
507 Measure F	-	437,748	515,788	611,338	639,297
Total Expenditures	\$ 10,996,162	\$ 11,436,131	\$ 11,637,591	\$ 13,846,962	\$ 13,014,082

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – FIRE

Classification	FY2017/18	FY2018/19	FY2019/20	FY2020/21	Proposed Changes	Adopted FY2021/22
Fire						
Fire Battalion Chief	3	3	3	3		3
Fire Captain	12	12	12	12		12
Fire Chief	1	1	1	1		1
Fire Engineer	12	12	12	12		12
Fire Marshal	1	1	1	1		1
Community Risk Reduction Specialist II	2	2	2	2		2
Firefighter	15	15	18	18		18
Management Analyst I/II	1	1	1	1		1
Total Fire	47	47	50	50		50

LIBRARY

This department administers and conducts all local library activities along the lines established for American free public libraries as early as the mid-1800s, when society realized that the industrial revolution demanded an educated workforce. Since 1891, when the Woodland Public Library was established by the City of Woodland, the library has been the prime educational service of the city, providing aids to parents of pre-readers, early reader assistance, and supplemental books to help students, and a full range of books, other items, and services to assist all residents in their life-long learning efforts.

The library also provides recreational and cultural materials in print and non-print forms, and seeks to foster informed democratic involvement by collecting materials from many points of view on the important issues facing the electorate. Local library activities include the following: selection and ordering of materials, patron registration, checkout of items, patron assistance, readers advisory, electronic services (internet, online databases, public catalog, e-books), public programs, interlibrary borrowing and lending, cataloging, classification of materials, etc. The Library also supports and operates "Square One."

Square One is, a type of "makerspace" or a "community of makers," offering a technology-based, mentor-led learning environment. Through hands-on education, makerspaces foster the development of 21st century skill sets: creativity, innovation, transmedia navigation, visual literacy, and computational thinking. Square One focuses on the development of hands-on learning opportunities through 5 maker areas: Woodshop, Arts and Textiles, Prototyping, Electronics, and Digital Arts.

The Library oversees an Adult Literacy Program, which is a nearly self-supporting program with minor support from the General Fund. It provides one-on-one and group literacy tutoring for adults in Woodland, and supports a GED program at Monroe County Jail. Its partners and funding sources include the County's Sheriff Department, the Woodland Literacy Council, the California State Library, and other private funding sources.

FY2020-21 Accomplishments

RISING TO THE CHALLENGES IN THE PANDEMIC

While the library's doors were closed, library staff was hard at work shifting from the physical work of the library to virtual work. New services were developed overnight, such as online story times and Teen Advisory Board meetings through zoom. Library staff used social media to connect with patrons, provided accurate and up to date information regarding the pandemic and supported the local pandemic response through work in Square One.

- Increased digital collection usage and library ecards.
- Shifted to Virtual Programming.

Department Summaries

INVESTING IN OUR SPACES

Working within a 115 year old Carnegie Building with various additions can prove to be challenging. Through work on the Library Facility Master Plan, updates were made to indoor/outdoor lighting, flooring, and security cameras. The Library is working to improve the patron experience at the library through opening up the computer lab, lowering shelving, and improving accessibility.

FY2021-22 Goals

- Facilitate early learning and foster a love of reading in children, with emphasis on children achieving reading proficiency by 3rd Grade.
- Engage and support children and teens.
- Encourage life-long learning.
- Reach and engage the community's diverse population.

LIBRARY

<u>Source of Funds</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
General Fund Support	\$ 1,765,595	\$ 1,799,356	\$ 1,968,843	\$ 1,932,535	\$ 2,159,761
General Fund Fees & Charges	23,811	19,649	13,264	1,040	2,000
Literacy Funding	91,150	90,624	79,944	32,207	95,202
Library Trust Fund	29,211	18,721	38,865	8,806	38,500
Total Funding Sources	\$ 1,909,767	\$ 1,928,349	\$ 2,100,916	\$ 1,974,588	\$ 2,295,463

<u>Division</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
71 Administration	\$ 1,379,692	\$ 1,366,046	\$ 1,556,334	\$ 1,343,558	\$ 1,668,579
78 Measure J	\$ 530,075	\$ 562,303	\$ 544,582	\$ 631,030	\$ 626,884
Total Expenditures	\$ 1,909,767	\$ 1,928,349	\$ 2,100,916	\$ 1,974,588	\$ 2,295,463

<u>Division</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
71 Administration	\$ 1,259,332	\$ 1,256,702	\$ 1,437,525	\$ 1,302,545	\$ 1,534,877
78 Measure J	\$ 530,075	\$ 562,303	\$ 544,582	\$ 631,030	\$ 626,884
Total Expenditures	\$ 1,789,407	\$ 1,819,005	\$ 1,982,107	\$ 1,933,575	\$ 2,161,761

<u>Expenditures</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
Salaries and Benefits	\$ 1,163,106	\$ 1,134,452	\$ 1,201,073	\$ 1,155,733	\$ 1,407,574
Supplies & Services	321,405	365,537	487,008	432,612	455,958
Education & Meetings	13,281	10,074	20,315	8,252	22,958
Capital Expenses	(42)	-	-	-	-
Other Operating Expenditures	412,017	418,286	392,520	377,990	408,973
Transfers	-	-	-	-	-
Total Expenditures	\$ 1,909,767	\$ 1,928,349	\$ 2,100,916	\$ 1,974,588	\$ 2,295,463

Department Summaries

General Fund Expenses by Category					
	Actual		Unaudited		Adopted
Expenditures	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
					FY2021-2022
Salaries and Benefits	\$ 1,143,735	\$ 1,110,253	\$ 1,176,633	\$ 1,142,473	\$ 1,374,977
Supplies & Services	228,496	285,108	406,423	407,656	370,788
Education & Meetings	7,366	7,567	8,496	7,178	8,503
Capital Expenses	-	-	-	-	-
Other Operating Expenditures	409,809	416,078	390,555	376,267	407,493
Transfers	-	-	-	-	-
Total Expenditures	\$ 1,789,407	\$ 1,819,005	\$ 1,982,107	\$ 1,933,575	\$ 2,161,761

Expenses by Fund					
	Actual		Unaudited		Adopted
Fund	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
					FY2021-2022
101 General Fund	\$ 1,789,407	\$ 1,819,005	\$ 1,982,107	\$ 1,933,575	\$ 2,161,761
301 Literacy Grant	91,150	90,624	79,944	32,207	95,202
917 Library Trust Fund	29,211	18,721	38,865	8,806	38,500
Total Expenditures	\$ 1,909,767	\$ 1,928,349	\$ 2,100,916	\$ 1,974,588	\$ 2,295,463

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – LIBRARY

Classification	FY2017/18	FY2018/19	FY2019/20	FY2020/21	Proposed Changes	Adopted FY2021/22
Library						
Librarian I	0	0	1	1		1
Librarian II	3	3	2	2	1	3
Librarian III	1	1	1	1		1
Library Services Director	1	1	1	1		1
Library Technician Assistant II	1	1	1	1		1
Library Technician Assistant III	2	2	2	2		2
Literacy Coordinator	1	1	1	1	-1	0
Total Library	9	9	9	9		9

PUBLIC WORKS

Public Works consists of four (4) Divisions: Water Pollution Control Facility (WPCF), Infrastructure, Utilities, and Administration. Public Works is responsible for the maintenance and operation of the City's publicly owned transportation, utility, and facility infrastructure systems.

The Water Pollution Control Facility includes sanitary sewer treatment, industrial pretreatment and environmental compliance, and the lab. The Infrastructure division includes pavements, parking and traffic signals/signage, street lighting, and sidewalks. This division is also maintains City-owned buildings including City Hall, Municipal Services Center, Library, Police and Fire Stations, and the Community/Senior Center in addition to managing the City's vehicle and equipment fleet. The Utility division includes water supply, sanitary sewer conveyance, recycled water distribution, and storm drainage/flood protection.

Water Pollution Control Facilities (WPCF) Division

The WPCF Division is responsible for wastewater treatment and disposal as well as maintenance of the City's sewer lift stations. It ensures compliance with strict State and Federal clean water regulations. Funding for the successful operation and maintenance of all equipment, systems, and processes needed to meet these requirements is included in this budget. The division is organized into four (4) functional groups: Administration, Operations & Maintenance, Laboratory, and Industrial Pretreatment.

Administration

The Administration group is responsible for reporting to the Regional Board and United States Environmental Protection Agency (USEPA) and works closely with these agencies, and others, to keep the City's wastewater programs in compliance with regulatory requirements.

Operations & Maintenance (O&M)

The O&M group is responsible for the Water Pollution Control Facility (WPCF) - the City's largest and most valuable piece of infrastructure. Wastewater treatment at the WPCF is accomplished via a Modified Ludzack-Ettinger process followed with cloth media filters and UV light disinfection. The facility's maximum daily permitted capacity is 10.4 million gallons per day with the current average daily flow of approximately 4.0 million gallons per day. The sewage is mainly residential in origin with contributions from numerous commercial and a few industrial connections. The WPCF operates 24 hours per day, 365 days per year. The O&M group is also responsible for the City's sewer lift stations.

Laboratory

Treated wastewater must meet strict State and Federal clean water requirements prior to discharge back into the environment. In order to demonstrate compliance with water quality regulations, the laboratory group annually performs over 15,000 water quality tests on all phases of the treatment process. The laboratory group also provides assistance to the City's Potable Water and Stormwater programs.

Industrial Pretreatment

The federally mandated National Pretreatment Program requires wastewater treatment plants designed to treat flows of more than five million gallons per day (such as the WPCF) to establish local pretreatment programs. These local programs must enforce all national pretreatment standards and requirements in addition to any local requirements necessary to protect site-specific conditions. In order to ensure the City's compliance with the National Pretreatment Program, the Industrial Pretreatment group works

Department Summaries

closely with commercial and industrial customers to help these users avoid discharging excess pollutants to the City's sewer system and to the WPCF.

FY2020-21 Accomplishments

- Laboratory staff completed the permitting required to maintain the City of Woodland ELAP certification and keep the City's Laboratory in compliance with State standards and continues to work towards the TNI compliance requirement.
- City Pretreatment staff implemented the Preferred Pumper Program (PPP). This program assists businesses requiring pumping services for grease interceptors by providing a preapproved list of vendors. These providers not only meet all the State's minimum requirements but also have demonstrated competency with Woodland's reporting and service interval requirements. Pretreatment staff designed an easy to use PPP form to help businesses navigate the process of selecting a vendor and maintaining compliance.
- In 2020, treatment plant staff celebrated over 4,500 days without a lost-time accident.
- One (1) cloth media filter with 5-micron filter fabric was replaced to improve filter effluent performance.
- The reconstruction of Clarifier #3 was completed and the unit is scheduled to go into service in the spring of 2021. Project management was provided by Community Development staff.
- Replaced two (2) banks of UV lights that were at the end of their 12,000 hour service life on the UV system.
- Completed the removal of bio-solids from pond #8.

FY2021-22 Goals

- Continue to collaborate with the Regional Water Quality Control Board on implementation of our National Pollution Discharge Elimination System (NPDES) permit, which went into effect April 2020.
- Continue participation in several regional water quality initiatives, such as the Central Valley Clean Water Association (CVCWA) Delta Mercury Special Project, CVCWA Low-Level Toxicity Special Project, and the Delta Regional Monitoring Program. Participation in these efforts allows us to achieve regulatory compliance mandates via relatively modest monetary investments.
- Building upon the first of four quarterly sampling events recently completed, the laboratory is working to meet the PFAS requirement instituted by the State Water Resource Control Board this year. The results of this testing will determine how much of this constituent Woodland contributes to the Waters of the State. This sample is multi-faceted and includes both the influent and effluent as well as biosolids. Final results are expected the third quarter of 2021.
- The laboratory, pretreatment and Community Development Department will be conducting sampling of the storm water discharge for the pesticide Pyrethroid. This originates from a variety of sources in the environment and is widely used commercially. The State is requiring utilities to sample and then submit a plan to reduce their discharge of Pyrethroids.
- Operations and Laboratory staff will continue to participate in the City's Recycled Water Program.
- Operations plan to replace up to two (2) addition banks of UV lights, two (2) banks of sleeves, and two (2) banks of wiper assemblies.
- Operate and maintain the treatment plant to ensure permit compliance and recycled water delivery.

Infrastructure Division

The Infrastructure division includes pavements, parking and traffic signals/signage, street lighting, and sidewalks. This division is also maintains City-owned buildings in addition to managing the City's vehicle and equipment fleet. This Group's mission is to maintain City infrastructure while being cost-effective, and ensuring a high degree of reliability and safety to meet the needs of the community.

Management of the Right-of-Way includes the operation and maintenance of 207 center line miles of streets and markings, 400 miles of sidewalks, 70 signalized intersections (City owned), 48 various sites throughout Yolo County that incorporate signals, beacons and radar feedback signs (County owned), 3,734 street lights, citywide Supervisory Control and Data Acquisition (SCADA) system, facility electrical (WPCF, water distribution, sewer and storm pumping stations, parks, and various City buildings), 9,116 traffic signs, 85 school crosswalks, 59 miles of yellow centerline, 19 miles of white centerline, 71 miles of bike lane, and approximately five (5) miles of curb painting. All of these amenities are funded from multiple sources, which include the General Fund, Transportation Development Act (TDA), Measure F, Gas Tax, Enterprise Funds, and various Lighting and Landscaping Districts (L&L).

The Fleet & Facilities Group provide support to all City departments. Fleet Services provides full-service "cradle-to-grave" management of all City vehicles, trailers, and peripheral equipment including acquisition, disposition, maintenance, repair, commissioning, roadside response, accident resolution, compliance-related activities, motor pool coordination, and fuel procurement services. Facility Services provides full-service maintenance management of City buildings including subcontracted services such as pest control and janitorial services.

FY2020-21 Accomplishments

GIS

- Completed Sewer Tap video verifications N to S, from East St. to CR 102.
- Completed GPS of Trip Hazards, S of Gibson Rd. from College St. to East St.
- Mapped addition of completed shaved trip hazards, Phase 1 & 2 (West of College St, South of Woodland Ave, E of Ashley Ave, N of Marshall Ave).
- Completed update of street markers and signs for Kentucky Widening project.
- Mapped addition of Flashing Beacons and Controllers for the Electrical division.
- Added and updated all known PG&E poles to the City map.
- Added new map additions of cameras, switches and antennas, completed with hyperlinks.
- Updated map of all known Guide and Regulatory signs in Spring Lake.
- Updated map to include of all JAPA signs and pucks.
- Reported approximately 445 blight related issues throughout the City (graffiti, illegal dumping, and shopping carts).
- Created Public Works Storymap.

Industrial Electrical

- Completed bi-monthly programmable logic controller (PLC) program maintenance.
- Installed Zoom conferencing equipment at MSC and City Hall.
- Completed annual maintenance of standby wells.
- Replaced level sensor in the WAS/SCUM wet well at the WPCF.

Department Summaries

- Completed annual maintenance on transmission mains cathodic protection and corrosion systems.
- Oversaw Clarifier 3 VFD replacement.
- Installed EV charger in City Hall employee parking lot.
- Installed LEDs in selected City owned buildings to reduce energy cost.
- Completed Electrical Bucket Inspection and Maintenance at WPCF.
- Installed cameras in the Sports Park ball field areas and Community Center parking lot.
- Completed Well 26 valve upgrades.
- Oversaw construction of new Storm water pumping site, North Regional Pond Pump Station.
- Installed new Rain Gauges at Well 24 and Well 29 and implemented into SCADA.
- Updated three (3) turbidity meters at the WPCF.
- Completed installation of electric slide gate operator at Sutter Street Yard.
- Installed new outlet in IT server room for Emergency backup A/C.
- Completed all electrical updates for City Hall Lobby Improvement project.
- Collaborated with the IT Department to upgrade wireless network throughout the City.

Signs and Markings

- Enhanced Downtown with the following: Upgraded banner installation and removed old equipment.
- Added radio frequency identification (RFID) tags to each regulatory sign.
- Installed NO POSTING signs at traffic signal intersections.
- Installed diamond grade reflectivity overhead signs at six (6) traffic signal intersections.
- Installed new overhead G7 signs (street name signs) in area 4.
- Conformed schools signage and improved consistency and safety.
- Improved the Spring Lake Area roundabouts with the addition of red curbs and improved signage to allow better Fire Truck access.
- Replaced Citywide survey Raised Pavement Markings (RPM's) for reflectivity as needed.
- Upgraded warning signs from high-intensity (HI) to high-intensity prismatic (HIP) grade signs.
- Designed and striped the parking facilities at the MSC for the new Service Truck Charging Stations.
- Located, designed and installed a Honey Town sign at the entrance to the City with assistance from the Community Development Department.
- Installed pucks and signage for all JAPA designated parking.

Streets

- Identified damaged sidewalk locations that are in of need replacement due to City trees.
- Removed and replaced up to 6200 Sq. Ft. of damaged sidewalk.
- Eliminated 37 known trip hazard locations throughout the Historic district, around school and public parks.
- Filled 1,610 Potholes.
- Completed 219 Utility Trenches.
- Skin Patched 15,816 sq. ft. throughout the City limits.
 - Assisted HOST with illegal encampment cleanup.

Department Summaries

Right Of Way - Electrical

- Installed vandal-resistant electrical boxes and monument lighting.
- Supported the Community Development Department with inspections, plan review and Requests for Information (RFI's) for all ROW FY's 2020-21 and 2021-22 projects.
- Successfully coordinated Project Management at major knockdowns.
- Completed plan review for the following capital projects: E. Main Street, Court S, Bourn and Gibson Rd, and various Spring Lake Subdivisions.
- Placed four (4) Traffic Signals in Normal Operation as part of the Court St Project.
- Achieved a perfect safety record with public electrical hazards encountered while completing thousands of underground service alerts.
- Installed thermal imaging detection at three (3) locations where the roadway cannot support inductive detection.
- Completed conflict monitor testing to ensure traffic signals are running at peak safety standards to prevent accidents and relieving the city of traffic related liabilities.
- Conducted loop maintenance to maintain engineered traffic standards in order to keep vehicles and pedestrians flowing.
- Continued Electrical Redline Locating with precision geographical information systems (GIS) mapping integration, virtually cutting labor time by over 50% with future locates being as simple as looking at a map.
- Completed 80% of City's electrical substructure and above ground utility through GIS.
- Upgraded 50% of the traffic signal BBS with gel batteries.
- Upgraded high-pressure sodium bulbs to High Efficient LEDs at locations adjacent to East and Cross.
- Upgraded three (3) Traffic Signal Controllers to the 2070E on West Court St.
- Completed plan reviews on development projects Citywide.

Fleet Services

- Achieved a 93.3% Fleet Availability Rate, which is the percentage of time that vehicles were out of the shop and being used for their intended purposes.
- Replaced 14 vehicles and equipment, including six (6) Police patrol vehicles, a CCTV van for Utilities, and a new Dump Truck for Urban Forestry.

Facility Services

- Modified the Community Center Geothermal system by removing six (6) geothermal-tied HVAC units with stand-alone units to increase overall cooling capacity for the facility.
- Completed major repairs of the City Hall roof and repainted exteriors of City Hall and Annex.
- Received delivery of the City's first all-electric work trucks and installed two (2) supporting fast charging stations that were purchased under a SECAT grant and incentives through California Air Resources Board.
- Completed facility condition assessments for Fire Stations #1, #2 and #3 and the Police Department, and updated the Facilities Master Plan.
- Replaced carpet on the main floor level and basement areas at the Library; also installed two (2) iron gates around the exterior stairways to prevent homeless activity.

Department Summaries

- Improved reliability of IT Server Room HVAC system by installing automatic controls and added glycol chemical to the hydronic system to prevent water freezing that caused HVAC failure in the past.
- Installed a new electric vehicle charging station at City Hall for City-owned electric vehicles.
- Installed plexi-glass shields at customer service stations at each facility and established mid-day janitorial services at City Hall, Library and the WPCF to prevent the spread of COVID-19.
- Setup contract services for quarterly fire sprinkler testing at all City facilities.
- Selected a new janitorial services contractor after completing a formal bidding process; new contract will begin on March 1st and will be for a 3-year term.
- Refreshed the City Hall Lobby with new wall texture and brighter lighting.
- Upgraded the City Hall security system to operate on a Windows 10 computer to improve communications reliability between the database and the door lock keypads.
- Applied for Cal OES grant funding to construct a new facility backup generator for the MSC.
- Partnered with Yolo County on a joint bid for fuel services; selected Interstate Oil as the bid winner and renewed contract with Interstate Oil for another 3 years.
- Added over 1,000 facility assets to GIS for better tracking of costs, work histories, and downtime reporting.
- Established monthly monitoring of vehicle GPS units to ensure they are properly connecting to the server.

FY2021-22 Goals

- Add all missing Monuments to the City map.
- Update street markers and signs for Oyang Developments.
- Complete GPS of Spring Lake Central Phase 3.
- Complete shaved trip hazards, Phase 3 & 4.
- Update Storymap.
- Complete bi-monthly programmable logic controller (PLC) program maintenance.
- Install new security lighting and cameras at Beamer Lift Station.
- Annual maintenance of standby wells.
- Continue support of the WPCF and Storm projects.
- Decommission Well sites 5, 6 & 21.
- Annual maintenance on transmission mains cathodic protection and corrosion systems.
- Complete annual storm maintenance.
- Upgrade end of life SCADA servers.
- Install LEDs in selected City owned buildings to reduce energy cost.
- Electrical Bucket Maintenance at WPCF.
- Install new facility cameras at the WPCF.
- Complete phase 2 of LED lighting project at WPCF Head Works.
- Update site lighting at West Levee pump station.
- Electrical Bucket Maintenance at WPCF.
- Upgrade radio communication at Storm 103 and West Levee.
- Implement automatic transfer switch maintenance program.
- Convert the painted striping at the parking lot behind Steve's Place Pizza and the City Hall parking lot to Thermoplastic lines and Handicap markings.
- Develop Historical Downtown street name signs for the Main Street corridor.

Department Summaries

- Continue adding the radio frequency identification (RFID) tags to each regulatory sign.
- Continue installation of “NO POSTING” signs at traffic signal intersections.
- Install new G7 signs (street name signs) in area 2.
- Replace 100 STOP signs throughout the City.
- Replace overhead signs at Gibson Rd. and West St., West St. and Main St.
- Update “SCHOOL XING AHEAD” thermoplastic markings at 10 locations.
- Replace yellow crosswalk markings at Lincoln Ave and California St.
- Update thermoplastic pavement markings at various locations.
- Utilize Probation crew to keep up on Alley maintenance; remove overgrowth plus trash and debris.
- Complete GPS of trip hazards in areas South of Gibson Rd., from College St. to East St.
- Identify areas throughout the City that need base repair.
- Remove and replace sections of failed roadway along Connor Ln, Becket Ln and Farrell St.
- Secure funding for a crack seal machine.
- Continue sidewalk replacement project; remove and replace around 6,000 Sq. ft.
- Fill two (2) vacant FTE positions.
- Continue Staff training: Work Zone, Flagger, Safe equipment use, Signs and Markings I.
- Base Repair/Skin Patch W. Kentucky Ave – West Street to Cottonwood St.
- Continue Pothole repair.
- Update street markers, signs and all electrical assets for E. Main St. project.
- Complete location accuracy of Flashing Beacons and Controllers for the Electrical Group.
- Add Yolo County electrical assets to GIS map.
- Continue parks, electrical, signs, wells, WPCF and lift stations GIS management.
- Publish Public Works Story Map.
- Plan Reviews for Gibson Rd Project, Spring Lake Developments, and E Main St Project.
- Conflict monitor testing to ensure traffic signals are running at peak safety standards to prevent accidents and relieving the City of traffic related liabilities.
- Conduct loop maintenance to maintain engineered traffic standards to keep vehicles and pedestrians flowing.
- Continue Electrical Redline Locating with precision geographical information systems (GIS) mapping integration.
- Upgrade three (3) crosswalk Pedestrian signals to countdowns.
- Continue installation of low voltage lighting at all City monument lighted areas.
- GIS 80% of City’s electrical substructure and above ground utility.
- Install new software in Main street traffic signals to efficiently utilize fiber lines.
- Work with Community Development Department on road and electrical projects.
- Work with Engineering on future traffic issues and school safety changes.
- Inspect development projects to ensure they meet City standards.
- Coordinate Emergency Vehicle (EV) preemption locations with the Fire Department.
- Replace the Municipal Services Center roof and flooring.
- Establish a facilities management policy defining roles and responsibilities.

Department Summaries

- Develop an annual inspection program on all Fire Station and MSC bay doors, and program repair/replacements based on condition levels.
- Hire temporary equipment services workers to improve Fleet Services service delivery and to assist with safety inspections of fire extinguishers and eye wash stations.
- Complete FY22 facilities projects listed on the Facilities Master Plan.
- Improve Fire Truck maintenance reliability and reduce downtime percentage by at least 50%; advocate for additional resources or funding as needed.
- Complete facility condition assessments of the Library, City Hall, and Community Center with coordination with department coordinators and update the Facility Master Plan accordingly.
- Establish a prioritization model for facilities projects that is integrated with the GIS system.
- Collaborate with Finance on a sustainable financial strategy for facilities to address the City's future liabilities; explore the potential for setting up a chargeback system for each program.
- Review vehicle upfit policies and procedures for cost savings.

Utilities Division

The Utility Maintenance Division is responsible for the proper and regulatory/legal operation of the City's potable water production and distribution system, recycled water distribution system, sanitary sewer collection and conveyance infrastructure, and storm water conveyance and pumping systems. Each of these systems are individually permitted and regulated by the State of California. The Utilities Division strives to comply with each permits' mandated public health and operational requirements.

Potable Water

The potable water system is primarily supplied by the recently completed 30 MGD surface water treatment plant augmented by three (3) blending wells and three (3) Aquifer Storage and Recovery (ASR) wells. The system retains six (6) back-up wells in stand-by mode. Potable water is delivered to residential, commercial and industrial users through an underground piping system consisting of about 300 miles of mainline pipe and nearly 17,000 service connections. In addition to the operation, maintenance, and repair of the conveyance piping system, Water Utility staff is responsible for approximately 26,000 ancillary appurtenances including meters, control valves and backflow assemblies.

Recycled Water

City of Woodland also operates a Recycled Water Utility that was established in February 2017. This Utility consist of 3.5 miles of 12" C900 purple pipe, four (4) connections, two (2) pressure vessels, chlorination station, and a backup well that provides water in an emergency event.

Sewage Collection

The sewage collection system is comprised of 200 miles of underground mainline pipe that conveys approximately 1.15 billion gallons of sewage to the Water Pollution Control Facility (WPCF) on an annual basis. This group maintains all of the underground gravity and force main pipe and an additional 16,834 lateral service connections and 2,917 maintenance entry/access holes.

Storm Water

The storm water collection and conveyance system is comprised of 139 miles of mainline pipe; 15 miles of open channel; 207 acres of storage basins; 4,291 drain inlets; 1,602 maintenance entry/access holes; 81 inverted siphons; 8 pumping facilities; 65 covered gutters; and 13 Retention Basins.

FY2020-21 Accomplishments

Potable Water

- Transmission Main completed from Southwood to Clover.
- Completed 6,000 feet of 8 & 12" C900 Pipe for the Bow Project, which included areas on Walnut, Grand, Beamer, College, Elm, and Locust.
- 2,400 valves were exercised.
- 475 fire hydrants were serviced.
- 500 Blow offs were flushed.
- 20 Wet Barrel fire hydrants were replaced.
- 74 Water main breaks were repaired.
- Installed a C900 water main and services for 32 new homes for Country Oaks Project.
- Completed new 8" water main and services for the Dog Gone Alley Project from Busch to College.

Sewage Collection

- Updated City Engineering Standards.
- Crews cleaned 316,648 feet of sewer mains, exceeding the City's annual SSMP maintenance requirements with High Velocity Vacuum Cleaning (HVVC).
- CCTV Crew televised 121,632 l.f. of Sewer gravity main while marking out taps for GIS.
- CCTV inspected 20,503 l.f. of sewer service laterals & rodded out 1,302 ft of root intrusion.
- Responded to 203 Service Requests with an average response time of 19 minutes, including 21 Sanitary Sewer Overflow Events and eight (8) private events.
- Staff worked closely with the Community Development Department performing final and warranty inspections within the following subdivisions: Spring Lake Central Phase 3, Oyang North & South, Cal West Phase 3 & 4, CR-25A & Heritage Pkwy Crossing, Kentucky Widening Project, Country Oaks, Beeghly Ranch, Main St, W. Court St, E. Main St, Sports Park Pedestrian Overcrossing, Pioneer Village, Heritage Remainder Phase 2, and W. Gibson Rd.
- Staff worked closely with Utility Engineering on multiple Capital Improvement Projects (e.g. 2021 Water/Sewer project, 2020 lining project, Gibson Rd & East St., North Regional Pond and Pump Station, 2021 Engineering Standards, Storz Pond & East Regional, 102 & Gibson force main).
- Managed private contractor installation of service Lateral Liners to 78 houses to mitigate root intrusion within the City portion of the sewer service lateral.
- Replaced 678 feet of sewer gravity main and lateral pipe after preventive maintenance crews found defects during Closed Circuit TV (CCTV) inspection.
- Completed routine inspection/maintenance on City lift stations.
- Obtained a new CCTV inspection Van with Lateral Launcher capability to assist in CIP Projects & GIS Lateral location as well as establish a NASSCO LACP Certification process.

Storm Water

- Lined drain gravity main with Inflow & Infiltration (I&I) at the East Main Pump Station.
- Performed weed abatement and ditch maintenance throughout the City's 15 miles of open channel storm water conveyance ditches.
- Removed tules and vegetation established in the conveyance channel flow line along the 103 ditch from E. Kentucky Avenue to the WPCF, continuing westbound along the open channel to the WPCF entrance at 102 and Gibson Road as well as Beamer outfall conveyance channel, flow line cleaning approximately four (4) miles of open channel.
- Replaced 10hp pump motor at Beamer lift station.

Department Summaries

- Replaced four (4) bubble up drain (inverted siphon) inlets.
- Replaced 60 feet of 48-inch Storm Pipe at 103 Lift Station.
- HVVC cleaned 10,014 feet of gravity mains while CCTV captured 8,699 feet of storm gravity mains.
- Cleaned over 200 storm drain inlets, 177 'bubble ups' and 1,150 linear feet of covered gutter.
- Fabricated & installed three (3) debris grates at open channel ditch undercrossings.
- Finished w/North Regional Pond Pump Station CIP contract & handed over operation & maintenance to City Storm water division.
- Worked with Resource Conservation District on establishing native grasses and removing invasive weeds along the embankments of east regional pond and Storz Pond.

FY2021-22 Goals

Potable Water

- Exercise 2000 Valves.
- Service 500 Fire hydrants.
- Replace 20 Dry Barrel fire hydrants with Wet Barrel.
- Flush 500 Blow offs.
- Implement Backflow Program.
- Start CIP 20-07 on Gibson from West to East starting March 9th.
- E. Main Street overlay project from East to Pioneer, which will include new service to PCP.
- Fire flow fee established and implemented.
- GPS all new installs and make all corrections to Cityworks that will reflect GPS field work.

Sewage Collection

- Fill four (4) UMW I/II vacancies and become fully staffed.
- Integrate new sanitary sewer flow meter at PCP into collections system.
- Establish a NASSCO Certified LACP inspection process to assess future or current priorities.
- Purchase additional Smart Covers System units to monitor sewer gravity main "hot spots;" quarterly cleaning locations and develop a service schedule that helps prevent Sanitary Sewer Overflows (SSO) and free up staff for other duties.
- Reduce service line overflows through root treatment, repairs/replacements, high-pressure jet/vacuum cleaning, mechanical rodding, and lining contracts.
- Work with Utility Engineering on the relocation of a section of a failed portion of Beamer Trunk Sewer Gravity Main located just east of Beamer underpass.
- Perform multiple spot repairs, utilizing a noninvasive infrastructure repair systems spot repair line kit where feasible, resulting in reduced cost over open cut repairs.
- Work with Utility Engineering repairing multiple failures in the Gibson Trunk sewer, particularly the construction/repairs needing to take place across Highway 113.
- Contract out the deep sewer repairs located in high traffic areas; for example, Pioneer/Main Streets and East Main Street east of Highway 113 in multiple locations in Spring Lake.
- Contract lining sewer laterals that are eligible on the City's root treatment list. Staff has already lined 369 out of the 784 identified laterals lines.
- Complete High Velocity Vacuum Cleaning of 20% of the sewer system.
- Create manhole inspection process that meets the Sanitary Sewer Management Plan (SSMP) requirements.
- Collections Crew to reinstate chemical Root Intrusion program, rat bait & spraying Manholes.

Department Summaries

Storm Water

- Meet the City's Municipal Separate Storm Sewer System (MS4) O&M MS4 annual requirements.
- Complete pipeline cleaning of 20% of the system.
- Work with Utility Engineering on the design and replacement of multiple bubble ups.
- Perform pump efficiency testing on all storm water pumps at 103 Lift Station.
- Establish a City Standard detail for the replacement of multiple failing 'bubble-up' (inverted syphon) drain inlets.
- Meet National Pollution Discharge Elimination Systems (NPDES) requirements.
- Install new fence iron rod, backup generator and cameras at Beamer underpass lift station.
- Clean debris from East Main Street Pump Station wet well.
- Purchase additional 10hp backup motor for beamer underpass.
- Promote public outreach related to pollution prevention "only rain down the storm drain."
- Review and update collections and storm system operational policies (e.g. storm response, overflow procedures, illicit discharge response City Standards and enforcement).
- Purchase backup motor for Big Bertha Pump Station (North/East-side pump at Road 103 storm water lift station).

Administration

Staff ensures that all invoices are entered into Tyler Eden (the City's financial software) and paid in a timely manner and that purchase orders are requested as needed. Timecards are entered into Tyler Eden and temporary worker hours are tracked to ensure they are kept below their maximum threshold for the fiscal year. Budgets for 31 different programs are created, entered into Tyler Eden, and monitored throughout the fiscal year. Department Cal Card purchases are reconciled and entered into Tyler Eden on a monthly basis.

Phone calls from both internal and external customers are answered and transferred to the correct work group/Division/Department, and the appropriate Service Requests are generated in Cityworks Server.

Files on professional licenses and certifications are maintained and reviewed in Target Solutions to ensure that Public Works staff complies with internal position requirements as well as those for State and other agencies. Reports are run out of Cityworks Server, Faster, Target Solutions, and Tyler Eden on a monthly basis and/or as needed. Staff prepares all Personnel Action Forms and tracks evaluations and open positions.

Staff monitors the backflow testing program where backflow devices located throughout the City (both private and public – 1,305 in FY21) are tested annually by certified backflow testers with properly calibrated equipment, and the results are then reported back to the office and tracked to ensure State required compliance.

Fleet fixed and variable rates for all City vehicles and equipment are calculated by the Administration staff for collection by Finance. Vehicle fixed rate account balances are tracked per vehicle to ensure sufficient funding available for vehicle replacement at the appropriate time. Fuel purchase information for all City vehicles and equipment is uploaded daily and staff reconciles it weekly. Administration staff maintains Department of Motor Vehicles (DMV) BIT (Basic Inspection of Terminals) program files and keeps up-to-

Department Summaries

date records for all Class A and B drivers' license holders. Public Works Admin is also responsible for tracking leased vehicles and reserves.

Website information is updated in a timely manner, including vehicle bids. Communications from County Communications regarding road closures, flashing lights and out-of-service fire hydrants are forwarded to the correct personnel.

FY2020-21 Accomplishments

- Scheduled Admin front desk staff to maintain coverage while working from home and the office.
- Received over 7,000 phone calls processing them into Service Requests entered in CityWorks.
- Entered over 4,600 invoices in Tyler Eden.

FY2021-22 Goals

- Update Public Works website.
- Work with Department Director to reorganize Admin staff positions.
- Fill vacant Admin Clerk III position.
- Work with Finance and IT on new Finance software.

PUBLIC WORKS

<u>Source of Funds</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget FY2021-2022
General Fund Support	\$ (2,816,275)	\$ 632,807	\$ 671,242	\$ 592,956	\$ 685,099
General Fund Fees & Charges	4,620	-	-	60	-
Internal Service Funds	6,990,492	3,522,134	2,946,573	3,295,808	3,574,091
Enterprise Funds	22,300,223	22,229,160	22,718,976	23,533,994	23,939,756
Special Revenue	3,212,885	3,313,080	3,660,559	3,305,626	3,978,714
Measure F	-	-	-	-	50,000
Total Funding Sources	\$ 29,691,945	\$ 29,697,180	\$ 29,997,349	\$ 30,728,444	\$ 32,227,659

<u>Division</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget FY2021-2022
81 Admin	\$ 5,992,358	\$ 5,806,869	\$ 6,040,775	\$ 5,942,829	\$ 6,708,318
83 Infrastructure ROW	3,214,216	3,169,647	3,491,616	3,318,048	4,106,474
84 Fleet & Facilities	4,002,428	4,072,978	3,533,321	3,837,302	4,181,429
85 Environmental	674,382	726,741	798,338	55,024	-
86 Utilities	15,519,292	15,581,146	15,732,614	17,141,700	16,528,959
87 PW Operations Admin	289,269	339,704	400,685	433,446	702,479
88 PW Parks	-	95	-	95	-
Total Expenditures	\$ 29,691,945	\$ 29,697,180	\$ 29,997,349	\$ 30,728,444	\$ 32,227,659

<u>Division</u>	Actual		Unaudited		Adopted
	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget FY2021-2022
81 Admin	\$ -	\$ -	\$ -	\$ -	\$ -
82 Engineering	-	-	-	-	-
83 Infrastructure ROW	174,369	79,786	81,986	51,426	77,760
84 Fleet & Facilities	534,070	550,845	586,748	541,494	607,338
85 Environmental	2,040	2,081	2,700	-	-
86 Utilities	-	-	-	-	-
87 PW Operations Admin	-	-	-	-	-
88 PW Parks	-	95	-	95	-
Total Expenditures	\$ 710,478	\$ 632,807	\$ 671,434	\$ 593,016	\$ 685,098

Expenses by Category					
	Actual		Unaudited		Adopted
Expenditures	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
					FY2021-2022
Salaries and Benefits	\$ 9,569,658	\$ 9,355,873	\$ 9,918,711	\$ 9,650,603	\$ 11,821,277
Supplies & Services	4,435,240	3,962,842	4,066,156	4,195,421	4,693,207
Education & Meetings	124,411	149,231	149,748	92,465	191,644
Debt Service	137,235	69,028	16,620	16,093	69,245
Capital Expenses	617,406	700,984	18,251	65,338	436,439
Other Operating Expenditures	14,642,408	15,273,381	15,580,118	15,685,624	14,894,967
Transfers	165,587	185,841	247,938	1,022,900	120,880
Total Expenditures	\$ 29,691,945	\$ 29,697,180	\$ 29,997,542	\$ 30,728,444	\$ 32,227,659

General Fund Expenses by Category					
	Actual		Unaudited		Adopted
Expenditures	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
					FY2021-2022
Salaries and Benefits	\$ 295,462	\$ 290,278	\$ 321,927	\$ 281,136	\$ 359,958
Supplies & Services	214,496	147,404	150,969	112,644	124,855
Education & Meetings	2,330	2,330	3,950	1,578	2,750
Debt Service	-	-	-	-	-
Capital Expenses	-	343	-	-	-
Other Operating Expenditures	188,859	187,452	194,588	197,657	197,535
Transfers	9,331	5,000	-	-	-
Total Expenditures	\$ 710,478	\$ 632,807	\$ 671,434	\$ 593,016	\$ 685,098

Expenses by Fund					
	Actual		Unaudited		Adopted
Fund	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	Budget
					FY2021-2022
010 Equipment Services	\$ 1,961,560	\$ 1,935,261	\$ 2,049,585	\$ 2,124,919	\$ 2,091,782
011 Facilities Replacement	\$ 205,017	\$ 83,685	\$ 107,703	\$ 216,391	\$ 127,322
012 Equipment Replacement	1,301,781	1,494,828	789,285	954,498	1,354,987
091 Self Insurance	-	8,360	-	-	-
101 General Fund	710,478	632,807	671,434	593,016	685,098
210 Water Enterprise Fund	10,750,009	11,183,375	11,467,364	11,734,422	11,584,484
220 Sewer Enterprise Fund	9,635,913	9,141,391	9,528,571	10,248,511	10,548,134
221 Storm Drain Enterprise Fund	1,244,201	1,302,588	1,283,220	1,162,393	1,366,969
222 Wastewater Pre-Treatment Fund	413,212	322,929	142,797	385,853	440,169
250 Recycling Fund	189,961	209,042	190,411	3,949	-
252 Construction/Demolition Debris	66,926	69,836	106,613	(1,134)	-
354 Transportation Development	988,513	1,016,630	1,071,573	894,990	1,240,054
355 Gas Tax Fund	1,704,038	1,690,770	1,778,885	1,751,898	1,994,429
365 Environmental Compliance	157,059	190,364	204,353	-	-
381 Gibson Ranch L&L	60,250	63,598	74,857	72,924	79,103
383 N Park L&L District	1,760	1,994	2,047	2,239	2,334
386 Used Oil Recycling Grant	15,979	32,855	46,383	39,004	-
387 Woodland West L&L	879	818	1,851	968	3,091
389 Spring Lake L&L	257,918	281,350	448,997	506,906	606,207
392 Gateway L&L	26,490	34,701	31,613	36,697	53,496
507 Measure F	-	-	-	-	50,000
Total Expenditures	\$ 29,691,945	\$ 29,697,180	\$ 29,997,542	\$ 30,728,444	\$ 32,227,659

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – PUBLIC WORKS

Classification	FY2017/18	FY2018/19	FY2019/20	FY2020/21	Proposed Changes	Adopted FY2021/22
Public Works						
Administrative Clerk II	1	1	1	1		1
Administrative Clerk III	2	2	2	2		2
Chief Collection System Operator	1	1	1	1		1
Chief Plant Operator	1	1	0	0		0
Chief Water System Operator	0	1	1	1		1
Conservation Coordinator	3	2	2	0		0
Deputy PW Director - Utilities	1	1	0	0		0
Electrical Supervisor	1	1	1	1		1
Electrician's Assistant	2	2	2	2		2
Engineering Assistant	0	0	1	1		1
Engineering Tech III	0	0	1	1		1
Environmental Compliance Inspector I	2	1	0	0		0
Environmental Compliance Inspector II	0	1	1	1		1
Environmental Compliance Specialist	0	0	1	1		1
Environmental Resource Analyst	0	1	1	0		0
Environmental Sustainability Manager	1	1	1	0		0
Equipment Services Clerk	1	1	1	1		1
Equipment Services Worker	1	1	0	0		0
Facilities Maintenance Worker III	2	2	2	2		2
Fleet & Facilities Manager	1	1	1	1		1
GIS Technician I/II	0	0	1	1		1
Heavy Equipment Mechanic	2	2	1	1		1
Ind Electrical Tech	2	2	2	2		2
Infrastructure Administrator	0	0	1	1		1
Infrastructure O&M Superintendent	1	1	0	0		0
Lab & Env Comp Manager	1	1	0	0		0
Laboratory Supervisor	0	0	1	1		1
Laboratory Technician I	0	1	0	0		0
Laboratory Technician II	2	1	2	2		2
Laboratory Technician III	0	0	0	0		0
Light Equipment Mechanic	1	1	2	2		2
Maintenance Supervisor	1	1	1	0		0

Department Summaries

Classification	FY2017/18	FY2018/19	FY2019/20	FY2020/21	Proposed Changes	Adopted FY2021/22
Public Works (Continued)						
Maintenance Worker I	2	2	0	0		0
Maintenance Worker II	3	3	5	5		5
Maintenance Worker III	2	2	2	2		2
Meter Services Technician	2	2	2	2		2
Public Works Director	1	1	1	1		1
Signs & Marking Tech II	1	1	1	1		1
Senior Equipment Mechanic	1	1	1	1		1
Senior Traffic Sig/Street Light Tech	0	0	1	1		1
Senior Maintenance Worker	0	0	0	1		1
Senior Management Analyst	1	1	1	1		1
Senior Utilities Maintenance Wkr Sewer	1	1	1	1		1
Senior Utilities Maintenance Wkr Water	1	0	0	0		0
Senior Water System Operator	1	1	1	1		1
Senior Water Pollution Control Operator	0	0	1	1		1
Senior Water/Waste Instr Tech	0	0	1	1		1
Senior Signs & Markings Technician	1	1	1	1		1
Traffic Sig/Street Light Tech	1	1	0	0		0
Treatment Plant Mechanic	1	1	1	1		1
Treatment Plant Superintendent	0	0	1	1		1
Underground Utility Service Locator	1	1	1	1		1
Utilities Administrator	0	0	0	1		1
Utilities Maintenance Worker I	7	7	10	14		14
Utilities Maintenance Worker II	10	10	10	7	-1	6
Utilities Maintenance Worker III	6	6	4	4	1	5
Utilities Maintenance Worker IV	1	1	2	1		1
Water Pollution Control Operator I	0	1	1	1		1
Water Pollution Control Operator III	2	1	1	1		1
Water Pollution Control Operator IV	2	2	1	1		1
Water Systems Administrator	1	1	1	0		0
Water Systems Operator I/II	2	2	2	2		2
Water/Waste Inst Tech	2	2	1	1		1
Total Public Works	83	83	86	82		82

CAPITAL IMPROVEMENT PROGRAM

FY 2021 / 22 – 2024 / 25



Fourth & Hope East Beamer Adult Shelter



Sports Park Drive Pedestrian Overcrossing



WWTP Clarifier #3

CIP

APPROVED BUDGET: JUNE 15, 2021

CAPITAL IMPROVEMENT PROGRAM (CIP): FY2021/22 – FY2024/25

The CIP represents the spending plan for major infrastructure improvements over the next four fiscal years. FY 2019/20 approved CIP projects are also included since many of the projects are still in the construction phase and will not reach completion until later this year or next.

A capital project is defined as a facility alteration, improvement, or new construction with a cost of \$30,000 or more, a repair project with a projected life of five or more years, a maintenance project with a cost of over \$30,000, a facility related engineering study of significant cost that will lead to a future capital project, or a project that is otherwise listed in the Major Projects Financing Plan (MPFP). Projects within the adopted CIP are consistent with respective master plans, the MPFP, Measure E and Measure F Spending Plans, and other Council adopted plans. Additionally, the CIP was found by the Planning Commission to be in conformance with the City's General Plan as required by Government code 65401.

The CIP presents the City's blueprint for funding capital projects based on available funding and prioritized infrastructure needs. Among the City Council approved Goals, Fiscal Responsibility, Infrastructure, and Quality of Life are addressed through the CIP.

The CIP budget is organized around nine categories:

- Fire - although there is no additional CIP funding for preliminary work related to design of a fire station to be located at E. Gibson Road and Bourn Drive, the project is still considered pending as a funding plan is developed.
- General- in addition to continued work on the City's Zoning Ordinance, permanent supportive housing, and the City Local Early Action Planning Grant (LEAP), the City will also be replacing the Enterprise System used for Financial/Land Use/Permitting/Licensing/Code Enforcement management.
- Library- the projects in this category include expansion of the book and media collection to meet increased demand as our community grows.
- Park Facilities- the projects in this category include the design of the second phase of the Spring Lake Park as well as construction of a greenbelt on the south side of the park. Additionally, a demonstration Community Rain Garden will be constructed at Crawford Park.
- Sewer- the projects in this category include major reconstruction of existing sewer mains and laterals, and various improvements to the Water Pollution Control Facility (WPCF). The largest of these projects include major repair of the E. Gibson Sewer Trunk and the removal of biosolids from several sewage ponds.
- Spring Lake Infrastructure Fee (SLIF) projects in this category are funded by the developers building in the Spring Lake area and include the construction of various types of infrastructure necessary to support new residential development. The largest projects scheduled for this year are the Gibson Road Interchange Modification and the SR113/CR25A Interchange Modifications project.
- Storm Drainage- the projects in this area maintain or improve existing storm drain infrastructure. Funding for the storm drain outfall channel outlet structure is funded in

Capital Improvement Program

FY2021/22. Additionally, a project to address long-term flood protection from Cache Creek falls into this category.

- Transportation- the projects in this category provide for the study, design, maintenance, and construction of roadways, sidewalks, traffic signals, bikeways, street lighting, and general streetscape enhancements. The East Main Street Improvement project will move forward in FY2021/22 as well as the reconstruction of Gibson Road between East and West Streets and between West St. and CR 98. The design and construction of the Sports Park Drive Pedestrian Overcrossing is also underway. Funding for traffic calming measures in several neighborhoods has been approved as a special funding request.
- Water- the projects in this category include water line repair and replacement in various locations throughout the community. Major water line repair will be done in the Gum and Marshall area as well as the Pendegast and College area. Additionally, four groundwater monitoring wells will be installed to manage the stored drinking water in the aquifer below the three ASR wells.

The majority of the City's capital program is funded through a combination of utility user fees, Measure F, grants and development impact fees. Years of limited funding and deferred maintenance have resulted in an aging City infrastructure that needs repair and improvement. The CIP attempts to use our limited resources in a way that best preserves and maintains our existing infrastructure investments.

The City of Woodland has been successful in obtaining various types of grant funding for transportation projects including more than \$7.8 million for the reconstruction of Gibson Road between East Street and West Street, and West Street to CR98 as well as grant funding for the East Main Street Improvement Project. Our water and sewer projects are supported through revenue generated by utility user fees currently in place. The CIP projects are also consistent with the Measure E/F Spending Plans approved by Council on May 18, 2021.

The City's development fee funds continue to be challenging. Consistent with previous years, annual debt service requirements have been programmed to receive the highest priority of available cash within the CIP. Park, police, storm drainage, and wastewater development fee funds continue to carry significant deficit balances. Only projects that have been deemed as critical have been programmed using development fee revenue.

As always, staff will continue to monitor the revenues and expenses closely. Any substantive deviation from our projections will be presented to Council with the quarterly budget update.

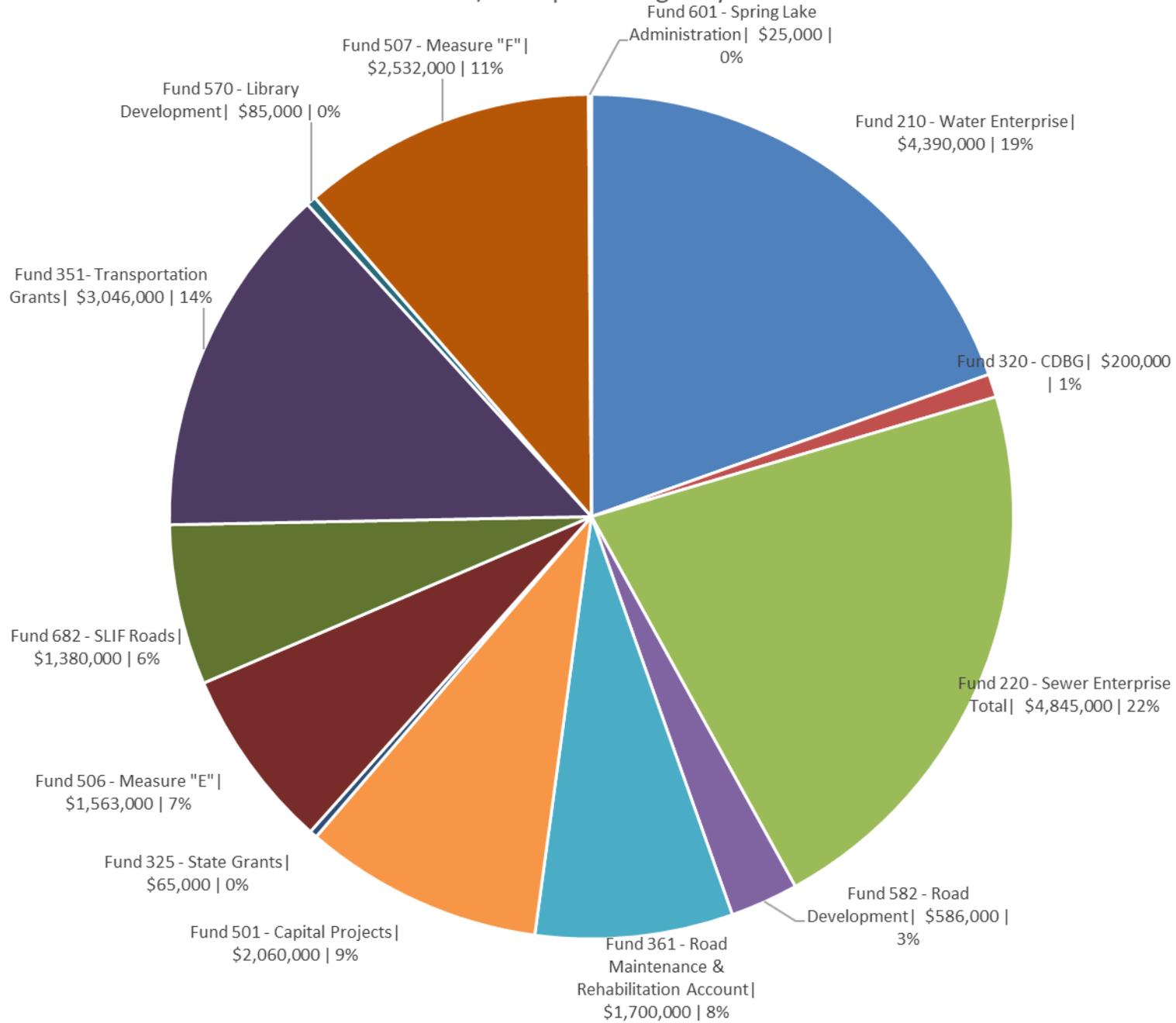
Capital Improvement Program

Projects by Fund Totals

Funding Source	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
Fund 015 - Information Systems Total	\$ -	\$ 1,751,790	\$ -	\$ -	\$ -	\$ -
Fund 101 - General Fund Total	\$ 1,404,000	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 210 - Water Enterprise Total	\$ 11,783,857	\$ 4,752,017	\$ 4,390,000	\$ 3,300,000	\$ 3,200,000	\$ 400,000
Fund 220 - Sewer Enterprise Total	\$ 17,393,299	\$ 5,660,000	\$ 4,845,000	\$ 6,200,000	\$ 2,710,000	\$ 3,670,000
Fund 320 - CDBG Total	\$ 205,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -
Fund 325 - State Grants Total	\$ 310,000	\$ 320,000	\$ 65,000	\$ -	\$ -	\$ -
Fund 331 - Homeless Housing Total	\$ 680,000	\$ 2,635,356	\$ -	\$ -	\$ -	\$ -
Fund 351- Transportation Grants Total	\$ 3,556,000	\$ 7,205,700	\$ 3,046,000	\$ -	\$ -	\$ -
Fund 361 - Road Maintenance & Rehabilitation Account Total	\$ 582,700	\$ 2,300,000	\$ 1,700,000	\$ 1,200,000	\$ 1,300,000	\$ 1,400,000
Fund 365 - Sustainability Total	\$ -	\$ 130,581	\$ -	\$ -	\$ -	\$ -
Fund 501 - Capital Projects Total	\$ 565,000	\$ 1,550,000	\$ 2,060,000	\$ -	\$ -	\$ -
Fund 502 - CA State Park Grants Total	\$ 616,500	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 506 - Measure "E" Total	\$ 324,262	\$ 2,763,000	\$ 1,563,617	\$ -	\$ -	\$ -
Fund 507 - Measure "F" Total	\$ 200,000	\$ 3,934,000	\$ 2,532,000	\$ 2,715,000	\$ 2,665,000	\$ 3,165,000
Fund 510 - General City Development Total	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Fund 560 - Fire Development Total	\$ 10,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Fund 570 - Library Development Total	\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
Fund 581 - Storm Drain Development Total	\$ 679,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Fund 582 - Road Development Total	\$ 1,519,000	\$ 86,000	\$ 586,000	\$ 1,311,000	\$ 80,000	\$ 80,000
Fund 593 - Gibson Ranch Infrastructure Total	\$ 800,000	\$ 650,000	\$ -	\$ -	\$ -	\$ -
Fund 594 - Spring Lake Total	\$ -	\$ 476,417	\$ -	\$ -	\$ -	\$ -
Fund 601 - Spring Lake Administration Total	\$ 100,000	\$ 30,000	\$ 25,000	\$ -	\$ -	\$ -
Fund 640 - SLIF Parks & Recreation Total	\$ 310,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Fund 681 - SLIF Storm Drain Total	\$ 10,232,000	\$ 640,000	\$ -	\$ -	\$ -	\$ -
Fund 682 - SLIF Roads Total	\$ 8,134,000	\$ 2,500,000	\$ 1,380,000	\$ -	\$ -	\$ -
Fund 685 - SLIF Sanitary Sewer Total	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Grand Total	\$ 59,404,618	\$ 38,969,861	\$ 22,477,617	\$ 14,811,000	\$ 10,040,000	\$ 8,800,000

Capital Improvement Program

FY2021/22 Capital Budget by Fund



FY21/22 - FY24/25 Capital Improvement Program
by Fund

Project #	Project Name	Project Category	Funding Source	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
21-09	Enterprise System Replacement	General	Fund 015 - Information Systems	\$ -	\$ 1,751,790	\$ -	\$ -	\$ -	\$ -
			Fund 015 - Information Systems Total	\$ -	\$ 1,751,790	\$ -	\$ -	\$ -	\$ -
16-10	Fire Station #3 Relocation	Fire	Fund 101 - General Fund	\$ 1,154,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-18	Southeast Area Pool Project	Park Facilities	Fund 101 - General Fund	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
			Fund 101 - General Fund Total	\$ 1,404,000	\$ -	\$ -	\$ -	\$ -	\$ -
09-23	Water System Leak Detection, Maintenance & Repairs	Water	Fund 210 - Water Enterprise	\$ 138,017	\$ -	\$ -	\$ -	\$ -	\$ -
13-05	East Main Street Improvement Project	Transportation	Fund 210 - Water Enterprise	\$ 2,756,881	\$ -	\$ -	\$ -	\$ -	\$ -
15-04	Chromium 6 Investigations	Water	Fund 210 - Water Enterprise	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-05	ASR Wells #31	Water	Fund 210 - Water Enterprise	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-07	Recycled Water Master Plan	Water	Fund 210 - Water Enterprise	\$ 5,357,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-05	Maimor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 210 - Water Enterprise	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -
19-15	2019 Water Main Replacement Project	Transportation	Fund 210 - Water Enterprise	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-01	Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 210 - Water Enterprise	\$ -	\$ 210,000	\$ -	\$ -	\$ -	\$ -
20-02	2021 Road Maintenance	Transportation	Fund 210 - Water Enterprise	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-07	2020 Water and Sewer Replacement Project	Sewer	Fund 210 - Water Enterprise	\$ 63,976	\$ -	\$ -	\$ -	\$ -	\$ -
20-08	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 210 - Water Enterprise	\$ 2,650,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-09	2020 ADA Improvements	Transportation	Fund 210 - Water Enterprise	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-14	2021 Water & Sewer Repair & Replacement (Gum & Marshall)	Water	Fund 210 - Water Enterprise	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
21-01	2022 Water & Sewer Repair & Replacement (Pendegast & College)	Water	Fund 210 - Water Enterprise	\$ 200,000	\$ 2,700,000	\$ -	\$ -	\$ -	\$ -
21-02	Groundwater Monitoring Wells	Water	Fund 210 - Water Enterprise	\$ 156,000	\$ -	\$ 3,140,000	\$ -	\$ -	\$ -
21-03	Preparation of America's Water Infrastructure Act: Risk & Resiliency	Water	Fund 210 - Water Enterprise	\$ -	\$ 599,000	\$ -	\$ -	\$ -	\$ -
21-04	2020 Urban Water Management Plan	Water	Fund 210 - Water Enterprise	\$ -	\$ 255,000	\$ -	\$ -	\$ -	\$ -
21-05	Groundwater Wells Demolition Project	Water	Fund 210 - Water Enterprise	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -
21-06	2021 ADA Improvements	Transportation	Fund 210 - Water Enterprise	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -
22-01	2022 ADA Improvements	Transportation	Fund 210 - Water Enterprise	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
22-03	Water Meter Replacement	Water	Fund 210 - Water Enterprise	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
22-04	2023 Water & Sewer Replacement Project	Water	Fund 210 - Water Enterprise	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ 200,000
22-06	2021 Road Maintenance/Rehabilitation	Transportation	Fund 210 - Water Enterprise	\$ -	\$ 200,000	\$ 2,800,000	\$ -	\$ -	\$ -
23-02	2024 Water & Sewer Replacement	Water	Fund 210 - Water Enterprise	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
25-01	2025 Water and Sewer Replacement Project	Water	Fund 210 - Water Enterprise	\$ -	\$ -	\$ 200,000	\$ 3,000,000	\$ -	\$ -
			Fund 210 - Water Enterprise Total	\$ 11,783,857	\$ 4,752,017	\$ 4,990,000	\$ 3,300,000	\$ 3,200,000	\$ 200,000
08-21	Annual Sewer Repair and Replacement	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ 840,000	\$ -	\$ -	\$ -	\$ 200,000
08-22	Preliminary Odor Abatement	Sewer	Fund 220 - Sewer Enterprise	\$ 1,409,180	\$ 10,000	\$ -	\$ -	\$ -	\$ 700,000
09-15	Flood SAFE Yolo/Cache Creek Feasibility Study	Storm Drain	Fund 220 - Sewer Enterprise	\$ 5,050,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
10-11	Treatment Plant Exp-Biosolids	Sewer	Fund 220 - Sewer Enterprise	\$ 4,540,000	\$ -	\$ -	\$ -	\$ -	\$ -
13-05	East Main Street Improvement Project	Transportation	Fund 220 - Sewer Enterprise	\$ -	\$ 690,000	\$ 500,000	\$ 200,000	\$ -	\$ 770,000
14-02	Water Pollution Asset Replacement Project	Sewer	Fund 220 - Sewer Enterprise	\$ 1,202,119	\$ 850,000	\$ 795,000	\$ 750,000	\$ 500,000	\$ 1,000,000
14-03	Replacement of Orangeberg Sewer Laterals	Sewer	Fund 220 - Sewer Enterprise	\$ 35,000	\$ 50,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
14-07	Sewer/Wastewater Treatment Master Plan	Sewer	Fund 220 - Sewer Enterprise	\$ 591,500	\$ -	\$ -	\$ -	\$ -	\$ -
14-15	Large Diameter Wastewater Pipeline Repair, Replacement, & Lining	Sewer	Fund 220 - Sewer Enterprise	\$ 316,000	\$ 390,000	\$ 400,000	\$ 1,050,000	\$ 400,000	\$ 500,000
17-23	Main Street Sanitary Sewer and Storm Repairs	Sewer	Fund 220 - Sewer Enterprise	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-03	Maimor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -
20-01	Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 220 - Sewer Enterprise	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -
20-06	Storm Drainage Outfall Channel Outlet Structure	Storm Drain	Fund 220 - Sewer Enterprise	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -
20-07	2020 Water and Sewer Replacement Project	Sewer	Fund 220 - Sewer Enterprise	\$ 2,850,000	\$ 855,000	\$ -	\$ -	\$ -	\$ -
20-08	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 220 - Sewer Enterprise	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
20-13	WPCF Pond #11 Biosolids Removal	Sewer	Fund 220 - Sewer Enterprise	\$ 765,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
20-14	2021 Water & Sewer Repair & Replacement (Gum & Marshall)	Water	Fund 220 - Sewer Enterprise	\$ 200,000	\$ 2,450,000	\$ -	\$ -	\$ -	\$ -
21-01	2022 Water & Sewer Repair & Replacement (Pendegast & College)	Water	Fund 220 - Sewer Enterprise	\$ -	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -
22-04	2023 Water & Sewer Replacement Project	Water	Fund 220 - Sewer Enterprise	\$ -	\$ 200,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -
22-05	E. Gibson Trunk Sewer Repairs	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -
23-02	2024 Water & Sewer Replacement	Water	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 200,000	\$ 600,000	\$ -	\$ -
23-03	Sewer System Hydraulic Model Update	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -
23-04	Spring Lake Lift Station Pump Replacement Project	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ -
25-01	2025 Water and Sewer Replacement Project	Water	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ -
			Fund 220 - Sewer Enterprise Total	\$ 17,993,299	\$ 5,660,000	\$ 4,845,000	\$ 6,200,000	\$ 2,710,000	\$ 200,000
20-09	2020 ADA Improvements	Transportation	Fund 320 - CDBG	\$ 205,000	\$ -	\$ -	\$ -	\$ -	\$ -
21-06	2021 ADA Improvements	Transportation	Fund 320 - CDBG	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -
22-01	2022 ADA Improvements	Transportation	Fund 320 - CDBG	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -
			Fund 320 - CDBG Total	\$ 205,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -
07-07	Zoning Ordinance & CEQA	General	Fund 325 - State Grants	\$ 310,000	\$ 83,000	\$ -	\$ -	\$ -	\$ -
21-08	Local Early Action Planning (LEAP) Grant	General	Fund 325 - State Grants	\$ -	\$ 237,000	\$ -	\$ -	\$ -	\$ -
22-11	Cost Recovery Fee Analysis	General	Fund 325 - State Grants	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -
			Fund 325 - State Grants Total	\$ 310,000	\$ 320,000	\$ 65,000	\$ -	\$ -	\$ -
19-22	Permanent Supportive Housing	General	Fund 331 - Homeless Housing	\$ 680,000	\$ 2,635,356	\$ -	\$ -	\$ -	\$ -
			Fund 331 - Homeless Housing Total	\$ 680,000	\$ 2,635,356	\$ -	\$ -	\$ -	\$ -
13-05	East Main Street Improvement Project	Transportation	Fund 351 - Transportation Grants	\$ 2,956,000	\$ -	\$ 3,046,000	\$ -	\$ -	\$ -
20-01	Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 351 - Transportation Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20-08	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 351 - Transportation Grants	\$ 600,000	\$ 3,216,000	\$ -	\$ -	\$ -	\$ -
21-13	Local Roadway Safety Plan Project	Transportation	Fund 351 - Transportation Grants	\$ -	\$ 56,700	\$ -	\$ -	\$ -	\$ -
			Fund 351 - Transportation Grants Total	\$ 3,556,000	\$ 7,205,700	\$ 3,046,000	\$ -	\$ -	\$ -
13-05	East Main Street Improvement Project	Transportation	Fund 361 - Road Maintenance & Rehabilitation Account	\$ -	\$ 369,000	\$ 1,000,000	\$ 300,000	\$ -	\$ -
19-05	Maimor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 361 - Road Maintenance & Rehabilitation Account	\$ 5,000	\$ 731,000	\$ 700,000	\$ 260,000	\$ 1,300,000	\$ 1,400,000

FY21/22 - FY24/25 Capital Improvement Program
by Fund

Project #	Project Name	Project Category	Funding Source	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
20-01	Gilson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 501 - Road Maintenance & Rehabilitation Account	\$ 500,000	\$ -	\$ -	\$ 840,000	\$ -	\$ -
20-08	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 501 - Road Maintenance & Rehabilitation Account	\$ 77,700	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -
			Fund 365 - Road Maintenance & Rehabilitation Account Total	\$ 582,700	\$ 1,200,000	\$ 1,700,000	\$ 1,200,000	\$ 1,300,000	\$ 1,400,000
21-11	Community Team Garden Demonstration Project	Park Facilities	Fund 365 - Sustainability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			Fund 365 - Sustainability Total	\$ -	\$ 130,581	\$ -	\$ -	\$ -	\$ -
07-07	Zoning Ordinance & CEQA	General	Fund 501 - Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17-22	Sports Park Drive Pedestrian Overcrossing	Transportation	Fund 501 - Capital Projects	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-06	Traffic Calming Program	Transportation	Fund 501 - Capital Projects	\$ 200,000	\$ 2,010,000	\$ -	\$ -	\$ -	\$ -
19-17	Regional Park Site	Park Facilities	Fund 501 - Capital Projects	\$ 100,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
19-18	Southeast Area Pool Project	Park Facilities	Fund 501 - Capital Projects	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-17	Regional Park Site	Park Facilities	Fund 501 - Capital Projects Total	\$ 565,000	\$ 1,550,000	\$ 2,060,000	\$ -	\$ -	\$ -
00-06	I-5/SR113 Freeway to Freeway Connectors Phase 2	Transportation	Fund 502 - CA State Park Grants	\$ 616,500	\$ -	\$ -	\$ -	\$ -	\$ -
15-07	Camarena Ball Field - Grant Match	Park Facilities	Fund 506 - Measure "E"	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-23	Main Street Sanitary Sewer and Storm Repairs	Park Facilities	Fund 506 - Measure "E"	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
18-04	Park/Recreation Facility Planning	Park Facilities	Fund 506 - Measure "E"	\$ 55,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -
19-05	Mattmor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 506 - Measure "E"	\$ -	\$ 2,453,000	\$ 500,000	\$ -	\$ -	\$ -
19-23	Charles Brooks Pool Bleacher Project	Park Facilities	Fund 506 - Measure "E"	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-01	Gilson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 506 - Measure "E"	\$ -	\$ -	\$ 1,063,617	\$ -	\$ -	\$ -
20-02	2021 Road Maintenance	Transportation	Fund 506 - Measure "E"	\$ 94,262	\$ -	\$ -	\$ -	\$ -	\$ -
20-08	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 506 - Measure "E"	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -
			Fund 506 - Measure "E" Total	\$ 324,262	\$ 2,763,000	\$ 1,563,617	\$ -	\$ -	\$ -
06-06	Measure E/Measure F - Planning/Management	Transportation	Fund 507 - Measure "F"	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
06-14	Annual In-House Road Program Support	Transportation	Fund 507 - Measure "F"	\$ -	\$ 750,000	\$ 750,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
13-03	Clark Field	Park Facilities	Fund 507 - Measure "F"	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
19-05	Mattmor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 507 - Measure "F"	\$ -	\$ 1,416,000	\$ -	\$ -	\$ -	\$ -
20-01	Gilson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 507 - Measure "F"	\$ -	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -
20-02	2021 Road Maintenance	Transportation	Fund 507 - Measure "F"	\$ 200,000	\$ -	\$ 1,340,000	\$ -	\$ -	\$ -
20-08	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 507 - Measure "F"	\$ -	\$ -	\$ 550,000	\$ -	\$ -	\$ -
21-13	Local Roadway Safety Plan Project	Transportation	Fund 507 - Measure "F"	\$ -	\$ 3,000	\$ 7,000	\$ -	\$ -	\$ -
22-06	2023 Road Maintenance/Rehabilitation	Transportation	Fund 507 - Measure "F"	\$ -	\$ -	\$ 100,000	\$ 1,000,000	\$ -	\$ -
23-01	2023 Road Maintenance	Transportation	Fund 507 - Measure "F"	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,000,000	\$ -
24-01	2024 Road Maintenance	Transportation	Fund 507 - Measure "F"	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,000,000
			Fund 507 - Measure "F" Total	\$ 200,000	\$ 3,994,000	\$ 2,552,000	\$ 2,715,000	\$ 2,685,000	\$ 3,165,000
21-09	Enterprise System Replacement	General	Fund 510 - General City Development	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
16-10	Fire Station #3 Relocation	Fire	Fund 560 - Fire Development	\$ 10,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
94-45	Library Material Collection	Library	Fund 570 - Library Development	\$ 10,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
09-15	Flood SAFE Volo/Catche Creek Feasibility Study	Storm Drain	Fund 581 - Storm Drain Development	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ -
16-03	Stormwater Quality Design Manual Update & Hydromodification Exemption Efforts	Storm Drain	Fund 581 - Storm Drain Development	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-06	Storm Drainage Outfall Channel Outlet Structure	Storm Drain	Fund 581 - Storm Drain Development	\$ 679,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
95-24	Planning/Analysis Studies	Transportation	Fund 582 - Road Development	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
00-06	I-5/SR113 Freeway to Freeway Connectors Phase 2	Transportation	Fund 582 - Road Development	\$ 427,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
02-28	Traffic Engineering Services	Transportation	Fund 582 - Road Development	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
16-02	Install traffic signal at Freeway Drive & E. Main Street	Transportation	Fund 582 - Road Development	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-02	Install Traffic Signal at Kentucky/Cottonwood	Transportation	Fund 582 - Road Development	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-01	Sports Park Drive Pedestrian Overcrossing	Transportation	Fund 582 - Road Development	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -
19-13	Gilson Road Interchange Modification	SUF Infrastructure	Fund 582 - Road Development	\$ 57,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-04	E. Gibson Road/Harry Lorenzo Ave/Bourm Drive Traffic Signal	SUF Infrastructure	Fund 582 - Road Development	\$ 100,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
TRANS-062	New Traffic Signal - CR102 and Kentucky Avenue	Transportation	Fund 582 - Road Development	\$ -	\$ -	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000
17-22	Sports Park Drive Pedestrian Overcrossing	Transportation	Fund 582 - Road Development Total	\$ 1,519,000	\$ 86,000	\$ 586,000	\$ 1,311,000	\$ 80,000	\$ 80,000
20-03	2022 Spring Lake Parks Project (Formerly SL Park N1, Phase 2)	Park Facilities	Fund 593 - Gibson Ranch Infrastructure	\$ 800,000	\$ 650,000	\$ 650,000	\$ -	\$ -	\$ -
19-12	Spring Lake 2019 CIP Update	SUF Infrastructure	Fund 594 - Spring Lake	\$ -	\$ 476,417	\$ -	\$ -	\$ -	\$ -
19-11	Spring Lake Central Park	Park Facilities	Fund 601 - Spring Lake Administration	\$ 100,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
20-03	2022 Spring Lake Parks Project (Formerly SL Park N1, Phase 2)	Park Facilities	Fund 640 - SUF Parks & Recreation	\$ 100,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
06-12	Spring Lake East Regional Pond Landscaping	SUF Infrastructure	Fund 640 - SUF Parks & Recreation Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
11-13	South Urban Growth Area Drainage Study (Formerly N. Gibson Ponds)	SUF Infrastructure	Fund 681 - SUF Storm Drain	\$ 484,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-03	Galkin Way Storm Drain	SUF Infrastructure	Fund 681 - SUF Storm Drain	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-14	North Regional Pond and Pump Station Project	SUF Infrastructure	Fund 681 - SUF Storm Drain	\$ 88,000	\$ -	\$ -	\$ -	\$ -	\$ -
21-07	Storm Drain Channel south of Woodland Christian School	Storm Drain	Fund 681 - SUF Storm Drain	\$ 9,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
14-04	Monuments and Bus Shelters	SUF Infrastructure	Fund 681 - SUF Storm Drain Total	\$ 10,132,000	\$ 640,000	\$ -	\$ -	\$ -	\$ -
			Fund 682 - SUF Roads	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -

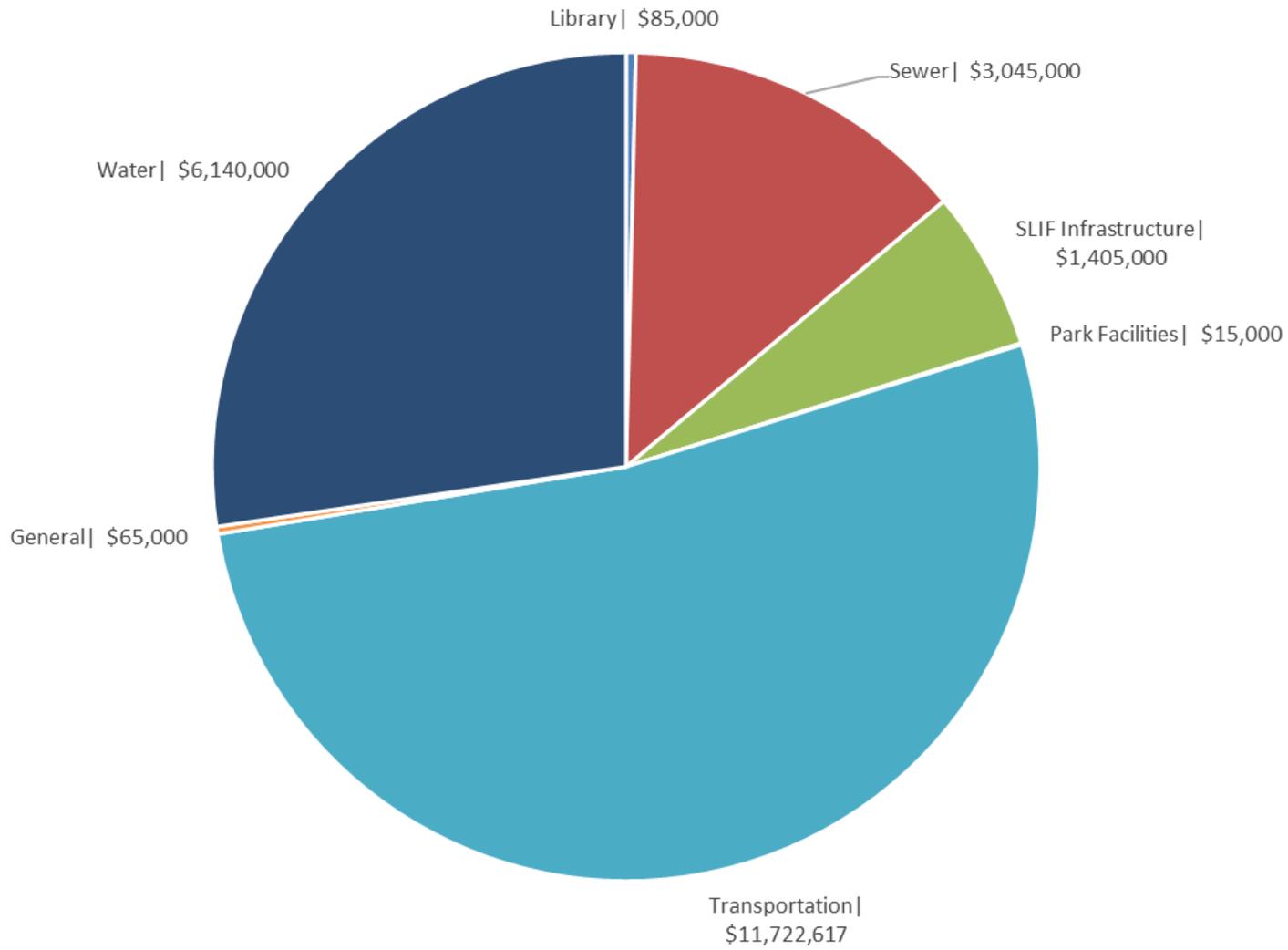
FY21/22 - FY24/25 Capital Improvement Program
by Fund

Project #	Project Name	Project Category	Funding Source	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
14-16	Pioneer Avenue High School Entrance to Farmer's Central Rd	SU Infrastructure	Fund 682 - SUF Roads	\$ 2,300,000	\$ -	\$ -	\$ -	\$ -	\$ -
18-01	Harry Lorenzo Avenue between Farmers Central and Parkland	SU Infrastructure	Fund 682 - SUF Roads	\$ 516,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-01	GIBSON LANDSCAPE - Pioneer Avenue to Harry Lorenzo Ave	SU Infrastructure	Fund 682 - SUF Roads	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-07	Parkland Drive between Pioneer Avenue and Harry Lorenzo Avenue	SU Infrastructure	Fund 682 - SUF Roads	\$ 2,294,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-09	CR 25A (MelMe to Promenade)	SU Infrastructure	Fund 682 - SUF Roads	\$ 1,994,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-10	Heritage Parkway Pedestrian Crossing	SU Infrastructure	Fund 682 - SUF Roads	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-13	Gibson Road Interchange Modification	SU Infrastructure	Fund 682 - SUF Roads	\$ 200,000	\$ 1,750,000	\$ 415,000	\$ -	\$ -	\$ -
20-05	SR 113/CR 25A Interchange Modifications, Phase 1	SU Infrastructure	Fund 682 - SUF Roads	\$ 235,000	\$ 750,000	\$ 965,000	\$ -	\$ -	\$ -
21-10	Spring Lake Sewer Pump Station Improvements	SU Infrastructure	Fund 685 - SUF Sanitary Sewer	\$ 8,134,000	\$ 2,500,000	\$ 1,380,000	\$ -	\$ -	\$ -
			Fund 682 - SUF Roads Total	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
			Fund 685 - SUF Sanitary Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
			Grand Total	\$ 59,404,618	\$ 38,969,861	\$ 22,477,617	\$ 14,811,000	\$ 10,040,000	\$ 8,800,000

Projects by Category Totals

Project Category	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
Fire	\$ 1,164,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
General	\$ 1,090,000	\$ 5,207,146	\$ 65,000	\$ -	\$ -	\$ -
Library	\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
Park Facilities	\$ 1,436,500	\$ 1,131,998	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Sewer	\$ 14,833,299	\$ 3,110,000	\$ 3,045,000	\$ 4,900,000	\$ 2,110,000	\$ 3,470,000
SLIF Infrastructure	\$ 18,558,000	\$ 2,820,000	\$ 1,405,000	\$ -	\$ -	\$ -
Storm Drain	\$ 5,729,000	\$ 800,000	\$ -	\$ -	\$ -	\$ -
Transportation	\$ 7,348,938	\$ 19,198,700	\$ 11,722,617	\$ 5,411,000	\$ 4,030,000	\$ 4,630,000
Water	\$ 9,244,881	\$ 6,567,017	\$ 6,140,000	\$ 4,400,000	\$ 3,800,000	\$ 600,000
Grand Total	\$ 59,404,618	\$ 38,969,861	\$ 22,477,617	\$ 14,811,000	\$ 10,040,000	\$ 8,800,000

FY2021/22 CAPITAL BUDGET BY CATEGORY



FY21/22 - FY24/25 Capital Improvement Program
by Category

Project #	Project Name	Project Category	Funding Source	2020/21	2021/22	2022/23	2023/24	2024/25
16-10	Fire Station #3 Relocation	Fire	Fund 101 - General Fund	\$ 1,134,000	\$ -	\$ -	\$ -	\$ -
16-10	Fire Station #3 Relocation	Fire	Fund 560 - Fire Development	\$ 10,000	\$ 50,000	\$ -	\$ -	\$ -
07-07	Zoning Ordinance & CEQA	Fire Total		\$ 1,154,000	\$ 50,000	\$ -	\$ -	\$ -
07-07	Zoning Ordinance & CEQA	General	Fund 501 - Capital Projects	\$ 1,154,000	\$ 50,000	\$ -	\$ -	\$ -
19-22	Permanent Supportive Housing	General	Fund 325 - State Grants	\$ 310,000	\$ -	\$ -	\$ -	\$ -
21-08	Local Early Action Planning (LEAP) Grant	General	Fund 331 - Homeless Housing	\$ 83,000	\$ -	\$ -	\$ -	\$ -
21-09	Enterprise System Replacement	General	Fund 325 - State Grants	\$ 2,635,356	\$ -	\$ -	\$ -	\$ -
21-09	Enterprise System Replacement	General	Fund 510 - General City Development	\$ 237,000	\$ -	\$ -	\$ -	\$ -
22-11	Cost Recovery Fee Analysis	General	Fund 015 - Information Systems	\$ 500,000	\$ -	\$ -	\$ -	\$ -
22-11	Cost Recovery Fee Analysis	General	Fund 325 - State Grants	\$ 1,751,790	\$ 65,000	\$ -	\$ -	\$ -
94-45	Library Material Collection	General Total		\$ 1,030,000	\$ 65,000	\$ -	\$ -	\$ -
13-03	Clark Field	Library Total		\$ 85,000	\$ 85,000	\$ -	\$ 85,000	\$ 85,000
15-07	Camarena Ball Field - Grant Match	Park Facilities	Fund 570 - Library Development	\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
18-04	Park/Recreation Facility Planning	Park Facilities	Fund 507 - Measure "F"	\$ 50,000	\$ -	\$ -	\$ -	\$ -
19-11	Spring Lake Central Park	Park Facilities	Fund 506 - Measure "E"	\$ 55,000	\$ -	\$ -	\$ -	\$ -
19-17	Regional Park Site	Park Facilities	Fund 640 - SLIF Parks & Recreation	\$ 10,000	\$ -	\$ -	\$ -	\$ -
19-17	Regional Park Site	Park Facilities	Fund 504 - Capital Projects	\$ 100,000	\$ -	\$ -	\$ -	\$ -
19-18	Southeast Area Pool Project	Park Facilities	Fund 502 - CA State Park Grants	\$ 616,500	\$ -	\$ -	\$ -	\$ -
19-18	Southeast Area Pool Project	Park Facilities	Fund 501 - Capital Projects	\$ 15,000	\$ -	\$ -	\$ -	\$ -
19-23	Charles Brooks Pool Bleacher Project	Park Facilities	Fund 101 - General Fund	\$ 250,000	\$ -	\$ -	\$ -	\$ -
20-09	2022 Spring Lake Parks Project (Formerly SL Park N1, Phase 2)	Park Facilities	Fund 506 - Measure "E"	\$ 40,000	\$ -	\$ -	\$ -	\$ -
20-09	2022 Spring Lake Parks Project (Formerly SL Park N1, Phase 2)	Park Facilities	Fund 600 - SLIF Parks & Recreation	\$ 300,000	\$ -	\$ -	\$ -	\$ -
21-11	Community Rain Garden Demonstration Project	Park Facilities	Fund 594 - Spring Lake	\$ -	\$ 476,417	\$ -	\$ -	\$ -
21-11	Community Rain Garden Demonstration Project	Park Facilities	Fund 365 - Sustainability	\$ -	\$ 130,581	\$ -	\$ -	\$ -
08-21	Annual Sewer Repair and Replacement	Park Facilities Total		\$ 1,436,500	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
08-22	Preliminary Odor Abatement	Sewer	Fund 220 - Sewer Enterprise	\$ 1,409,180	\$ -	\$ 840,000	\$ 700,000	\$ 700,000
10-11	Treatment Plant Exp-Biosolids	Sewer	Fund 220 - Sewer Enterprise	\$ 374,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
14-02	Water Pollution Asset Replacement Project	Sewer	Fund 220 - Sewer Enterprise	\$ 690,000	\$ 500,000	\$ 200,000	\$ -	\$ 770,000
14-03	Replacement of Orangeberg Sewer Laterals	Sewer	Fund 220 - Sewer Enterprise	\$ 1,702,119	\$ 850,000	\$ 795,000	\$ 500,000	\$ 1,000,000
14-07	Sewer/Wastewater Treatment Master Plan	Sewer	Fund 220 - Sewer Enterprise	\$ 35,000	\$ 50,000	\$ 500,000	\$ 500,000	\$ 500,000
14-15	Large Diameter Wastewater Pipeline Repair, Replacement & Lining	Sewer	Fund 220 - Sewer Enterprise	\$ 316,000	\$ -	\$ -	\$ -	\$ -
17-23	Main Street Sanitary Sewer and Storm Repairs	Sewer	Fund 220 - Sewer Enterprise	\$ 60,000	\$ -	\$ -	\$ -	\$ -
20-07	2020 Water and Sewer Replacement Project	Sewer	Fund 506 - Measure "E"	\$ 40,000	\$ -	\$ -	\$ -	\$ -
20-07	2020 Water and Sewer Replacement Project	Sewer	Fund 210 - Water Enterprise	\$ 2,650,000	\$ 300,000	\$ -	\$ -	\$ -
20-13	WPCF Pond #11 Biosolids Removal	Sewer	Fund 220 - Sewer Enterprise	\$ 2,850,000	\$ 855,000	\$ -	\$ -	\$ -
22-05	E. Gibson Trunk Sewer Repairs	Sewer	Fund 220 - Sewer Enterprise	\$ 785,000	\$ 25,000	\$ -	\$ -	\$ -
23-03	Sewer System Hydraulic Model Update	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -
23-04	Spring Lake Lift Station Pump Replacement Project	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 90,000	\$ -	\$ -
23-04	Spring Lake Lift Station Pump Replacement Project	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 600,000	\$ -	\$ -
06-12	Spring Lake East Regional Pond Landscaping	Sewer Total		\$ 14,833,299	\$ 3,110,000	\$ 3,045,000	\$ 2,110,000	\$ 3,470,000
11-13	South Urban Growth Area Drainage Study (Formerly N. Gibson Ponds)	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 484,000	\$ -	\$ -	\$ -	\$ -
14-04	Monuments and Bus Shelters	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 600,000	\$ -	\$ -	\$ -	\$ -
14-16	Pioneer Avenue High School Entrance to Farmer's Central Rd	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 25,000	\$ -	\$ -	\$ -	\$ -
17-01	Galvin Way Storm Drain	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 2,300,000	\$ -	\$ -	\$ -	\$ -
17-21	North Regional Pond and Pump Station Project	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 88,000	\$ -	\$ -	\$ -	\$ -
18-01	Harry Lorenzo Avenue between Farmers Central and Parkland	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 9,000,000	\$ -	\$ -	\$ -	\$ -
19-01	GIBSON LANDSCAPE - Pioneer Avenue to Harry Lorenzo Ave	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 516,000	\$ -	\$ -	\$ -	\$ -
19-01	GIBSON LANDSCAPE - Pioneer Avenue to Harry Lorenzo Ave	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 400,000	\$ -	\$ -	\$ -	\$ -
19-07	Parkland Drive between Pioneer Avenue and Harry Lorenzo Avenue	SLIF Infrastructure	Fund 582 - Road Development	\$ 57,000	\$ -	\$ -	\$ -	\$ -
19-09	CR 75A (Meikie to Primmville)	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 2,794,000	\$ -	\$ -	\$ -	\$ -
19-10	Heritage Parkway Pedestrian Crossing	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 1,994,000	\$ -	\$ -	\$ -	\$ -
19-12	Spring Lake 2019 CIP Update	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 170,000	\$ -	\$ -	\$ -	\$ -
19-13	Gibson Road Interchange Modification	SLIF Infrastructure	Fund 601 - Spring Lake Administration	\$ 30,000	\$ 25,000	\$ -	\$ -	\$ -
19-13	Gibson Road Interchange Modification	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 200,000	\$ 415,000	\$ -	\$ -	\$ -
19-14	South Area Fivogage Easement	SLIF Infrastructure	Fund 582 - Road Development	\$ 35,000	\$ -	\$ -	\$ -	\$ -
20-05	SR 113/CR 25A Interchange Modifications, Phase 1	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 240,000	\$ -	\$ -	\$ -	\$ -
21-10	Spring Lake Sewer Pump Station Improvements	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 235,000	\$ 965,000	\$ -	\$ -	\$ -
09-15	Flood SAFE Yolo/Cache Creek Feasibility Study	Storm Drain	Fund 685 - SLIF Sanitary Sewer	\$ 50,000	\$ -	\$ -	\$ -	\$ -
16-03	Stormwater Quality Design Manual Update & Hydromodification Exemption Efforts	Storm Drain	SLIF Infrastructure Total	\$ 18,558,000	\$ 1,405,000	\$ -	\$ -	\$ -
20-06	Storm Drainage Outfall Channel Outlet Structure	Storm Drain	Fund 220 - Sewer Enterprise	\$ 5,050,000	\$ -	\$ -	\$ -	\$ -
20-06	Storm Drainage Outfall Channel Outlet Structure	Storm Drain	Fund 581 - Storm Drain Development	\$ 200,000	\$ -	\$ -	\$ -	\$ -
21-07	Storm Drain Channel south of Woodland Christian School	Storm Drain	Fund 581 - Storm Drain Development	\$ 150,000	\$ -	\$ -	\$ -	\$ -
95-24	Planning Analysis Studies	Storm Drain Total	Fund 581 - Storm Drain Development	\$ 300,000	\$ -	\$ -	\$ -	\$ -
00-06	I-5/SR113 Freeway to Freeway Connectors Phase 2	Transportation	Fund 220 - Sewer Enterprise	\$ 200,000	\$ -	\$ -	\$ -	\$ -
02-28	Traffic Engineering Services	Transportation	Fund 681 - SLIF Storm Drain	\$ 400,000	\$ -	\$ -	\$ -	\$ -
06-06	Measure E/Measure F - Planning-Management	Transportation	Fund 582 - Road Development	\$ 800,000	\$ -	\$ -	\$ -	\$ -
06-06	Measure E/Measure F - Planning-Management	Transportation	Fund 582 - Road Development	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
06-06	Measure E/Measure F - Planning-Management	Transportation	Fund 506 - Measure "E"	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
06-06	Measure E/Measure F - Planning-Management	Transportation	Fund 582 - Road Development	\$ 45,000	\$ -	\$ -	\$ -	\$ -
06-06	Measure E/Measure F - Planning-Management	Transportation	Fund 582 - Road Development	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
06-06	Measure E/Measure F - Planning-Management	Transportation	Fund 507 - Measure "F"	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

FY21/22 - FY24/25 Capital Improvement Program
by Project #

Project #	Project Name	Project Category	Funding Source	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
00-06	15/SH113 Freeway to Freeway Connectors Phase 2	Transportation	Fund 582 - Road Development	\$ 427,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
00-06	15/SH113 Freeway to Freeway Connectors Phase 2	Transportation	Fund 506 - Measure "E"	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -
00-06 Total				\$ 472,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
02-28	Traffic Engineering Services	Transportation	Fund 582 - Road Development	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
06-06	Measure E/Measure F - Planning-Management	Transportation	Fund 507 - Measure "F"	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
06-06 Total				\$ 488,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
06-12	Spring Lake East Regional Pond Landscaping	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 489,000	\$ -	\$ -	\$ -	\$ -	\$ -
06-12 Total				\$ 489,000	\$ -	\$ -	\$ -	\$ -	\$ -
06-14	Annual In-House Road Program Support	Transportation	Fund 507 - Measure "F"	\$ -	\$ 750,000	\$ 750,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
06-14 Total				\$ -	\$ 750,000	\$ 750,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
07-07	Zoning Ordinance & CEQA	General	Fund 501 - Capital Projects	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
07-07 Total				\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
08-21	Annual Sewer Repair and Replacement	Sewer	Fund 220 - Sewer Enterprise	\$ 1,409,180	\$ -	\$ -	\$ -	\$ -	\$ -
08-21 Total				\$ 1,409,180	\$ -	\$ -	\$ -	\$ -	\$ -
08-22	Preliminary Odor Abatement	Sewer	Fund 220 - Sewer Enterprise	\$ 374,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
08-22 Total				\$ 374,500	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
09-15	Flood SAFE Yolo/Cache Creek Feasibility Study	Storm Drain	Fund 581 - Storm Drain Development	\$ 229,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
09-15 Total				\$ 229,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
09-23	Water System Leak Detection, Maintenance & Repairs	Water	Fund 210 - Water Enterprise	\$ 2,756,881	\$ 138,017	\$ -	\$ -	\$ -	\$ -
09-23 Total				\$ 2,756,881	\$ 138,017	\$ -	\$ -	\$ -	\$ -
10-11	Treatment Plant Exp. Biosolids	Sewer	Fund 220 - Sewer Enterprise	\$ 4,540,000	\$ 690,000	\$ -	\$ -	\$ -	\$ -
10-11 Total				\$ 4,540,000	\$ 690,000	\$ -	\$ -	\$ -	\$ -
11-13	South Urban Growth Area Drainage Study (formerly N. Gibson Ponds)	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -
11-13 Total				\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -
13-03	Clark Field	Park Facilities	Fund 507 - Measure "F"	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
13-03 Total				\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
13-05	East Main Street Improvement Project	Transportation	Fund 351 - Transportation Grants	\$ 2,956,000	\$ -	\$ -	\$ -	\$ -	\$ -
13-05 Total				\$ 2,956,000	\$ -	\$ -	\$ -	\$ -	\$ -
13-05	East Main Street Improvement Project	Transportation	Fund 361 - Road Maintenance & Rehabilitation Account	\$ -	\$ 389,000	\$ 300,000	\$ -	\$ -	\$ -
13-05 Total				\$ -	\$ 389,000	\$ 300,000	\$ -	\$ -	\$ -
13-05	East Main Street Improvement Project	Transportation	Fund 210 - Water Enterprise	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
13-05 Total				\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
13-05 Total				\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
14-02	Water Pollution Asset Replacement Project	Sewer	Fund 220 - Sewer Enterprise	\$ 2,956,000	\$ 469,000	\$ 4,046,000	\$ -	\$ -	\$ -
14-02 Total				\$ 2,956,000	\$ 469,000	\$ 4,046,000	\$ -	\$ -	\$ -
14-03	Replacement of Orangeberg Sewer Laterals	Sewer	Fund 220 - Sewer Enterprise	\$ 1,402,119	\$ 850,000	\$ 795,000	\$ 750,000	\$ 500,000	\$ 1,000,000
14-03 Total				\$ 1,402,119	\$ 850,000	\$ 795,000	\$ 750,000	\$ 500,000	\$ 1,000,000
14-03	Monuments and Bus Shelters	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 35,000	\$ 50,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
14-03 Total				\$ 35,000	\$ 50,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
14-04	Sewer/Wastewater Treatment Master Plan	Sewer	Fund 220 - Sewer Enterprise	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
14-04 Total				\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
14-07	Large Diameter Wastewater Pipeline Repair, Replacement, & Lining	Sewer	Fund 220 - Sewer Enterprise	\$ 591,500	\$ -	\$ -	\$ -	\$ -	\$ -
14-07 Total				\$ 591,500	\$ -	\$ -	\$ -	\$ -	\$ -
14-15	Pioneer Avenue High School Entrance to Farmer's Central Rd	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 316,000	\$ 330,000	\$ 400,000	\$ 1,050,000	\$ 400,000	\$ 500,000
14-15 Total				\$ 316,000	\$ 330,000	\$ 400,000	\$ 1,050,000	\$ 400,000	\$ 500,000
14-16	Chromium 6 Investigations	Water	Fund 210 - Water Enterprise	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
14-16 Total				\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
15-04	Camarena Ball Field - Grant Match	Park Facilities	Fund 506 - Measure "E"	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
15-04 Total				\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
15-07	Install Traffic Signal at Freeway Drive & E. Main Street	Transportation	Fund 582 - Road Development	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -
15-07 Total				\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -
16-02	Stormwater Quality Design Manual Update & Hydromodification Exemption Efforts	Storm Drain	Fund 581 - Storm Drain Development	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
16-02 Total				\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
16-03	Fire Station #3 Relocation	Fire	Fund 101 - General Fund	\$ 1,154,000	\$ -	\$ -	\$ -	\$ -	\$ -
16-03 Total				\$ 1,154,000	\$ -	\$ -	\$ -	\$ -	\$ -
16-10	Galkin Way Storm Drain	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 88,000	\$ -	\$ -	\$ -	\$ -	\$ -
16-10 Total				\$ 88,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-01	Install Traffic Signal at Kentucky/Cottonwood	Transportation	Fund 582 - Road Development	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-01 Total				\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-02	ASRY Well #31	Water	Fund 210 - Water Enterprise	\$ 5,557,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-02 Total				\$ 5,557,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-05	Recycled Water Master Plan	Water	Fund 210 - Water Enterprise	\$ 357,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-05 Total				\$ 357,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-07	North Regional Pond and Pump Station Project	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-07 Total				\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-21	Sports Park Drive Pedestrian Overcrossing	Transportation	Fund 501 - Capital Projects	\$ 150,000	\$ 1,500,000	\$ 2,010,000	\$ -	\$ -	\$ -
17-21 Total				\$ 150,000	\$ 1,500,000	\$ 2,010,000	\$ -	\$ -	\$ -
17-22	Sports Park Drive Pedestrian Overcrossing	Transportation	Fund 582 - Road Development	\$ 800,000	\$ 650,000	\$ 500,000	\$ -	\$ -	\$ -
17-22 Total				\$ 800,000	\$ 650,000	\$ 500,000	\$ -	\$ -	\$ -
17-22	Main Street Sanitary Sewer and Storm Repairs	Sewer	Fund 220 - Sewer Enterprise	\$ 950,000	\$ 2,150,000	\$ 2,510,000	\$ -	\$ -	\$ -
17-22 Total				\$ 950,000	\$ 2,150,000	\$ 2,510,000	\$ -	\$ -	\$ -
17-23	Main Street Sanitary Sewer and Storm Repairs	Sewer	Fund 506 - Measure "E"	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
17-23 Total				\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -

FY21/22 - FY24/25 Capital Improvement Program
by Project #

Project #	Project Name	Project Category	Funding Source	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
17-23 Total				\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
18-01	Harry Lorenzo Avenue between Farmers Central and Parkland	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 516,000	\$ -	\$ -	\$ -	\$ -	\$ -
18-01 Total				\$ 516,000	\$ -	\$ -	\$ -	\$ -	\$ -
18-04	Park/Recreation Facility Planning	Park Facilities	Fund 506 - Measure "E"	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
18-04 Total				\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
19-01	GIBSON LANDSCAPE - Pioneer Avenue to Harry Lorenzo Ave	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -
19-01 Total				\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -
19-05	GIBSON LANDSCAPE - Pioneer Avenue to Harry Lorenzo Ave	SLIF Infrastructure	Fund 582 - Road Development	\$ -	\$ 457,000	\$ -	\$ -	\$ -	\$ -
19-05 Total				\$ -	\$ 457,000	\$ -	\$ -	\$ -	\$ -
19-05	Mattmor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 361 - Road Maintenance & Rehabilitation Account	\$ -	\$ 731,000	\$ 700,000	\$ 260,000	\$ 1,300,000	\$ 1,400,000
19-05	Mattmor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 506 - Measure "E"	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -
19-05	Mattmor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 507 - Measure "F"	\$ -	\$ 2,493,000	\$ -	\$ -	\$ 500,000	\$ 1,100,000
19-05	Mattmor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 210 - Water Enterprise	\$ -	\$ 1,416,000	\$ -	\$ -	\$ -	\$ -
19-05	Mattmor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation)	Transportation	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -
19-05 Total				\$ -	\$ 4,600,000	\$ 1,200,000	\$ 460,000	\$ 1,800,000	\$ 2,500,000
19-06	Traffic Gaining Program	Transportation	Fund 501 - Capital Projects	\$ 2,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -
19-06 Total				\$ 2,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -
19-07	Parkland Drive between Pioneer Avenue and Harry Lorenzo Avenue	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 200,000	\$ 90,000	\$ -	\$ -	\$ -	\$ -
19-07 Total				\$ 200,000	\$ 90,000	\$ -	\$ -	\$ -	\$ -
19-09	CR 25A (Middle to Promenade)	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 2,994,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-09 Total				\$ 2,994,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-10	Heritage Parkway Pedestrian Crossing	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 1,994,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-10 Total				\$ 1,994,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-11	Spring Lake Central Park	Park Facilities	Fund 682 - SLIF Roads	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-11 Total				\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-12	Spring Lake 2019 CIP Update	SLIF Infrastructure	Fund 601 - Spring Lake Administration	\$ 10,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
19-12 Total				\$ 10,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
19-13	Gibson Road Interchange Modification	SLIF Infrastructure	Fund 601 - Spring Lake Administration	\$ 100,000	\$ 30,000	\$ 25,000	\$ -	\$ -	\$ -
19-13 Total				\$ 100,000	\$ 30,000	\$ 25,000	\$ -	\$ -	\$ -
19-14	Gibson Road Interchange Modification	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 200,000	\$ 1,750,000	\$ 415,000	\$ -	\$ -	\$ -
19-14 Total				\$ 200,000	\$ 1,750,000	\$ 415,000	\$ -	\$ -	\$ -
19-15	South Area Flowage Easement	SLIF Infrastructure	Fund 681 - SLIF Storm Drain	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-15 Total				\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-16	2019 Water Main Replacement Project	Water	Fund 681 - SLIF Storm Drain	\$ 60,000	\$ 240,000	\$ -	\$ -	\$ -	\$ -
19-16 Total				\$ 60,000	\$ 240,000	\$ -	\$ -	\$ -	\$ -
19-17	Regional Park Site	Park Facilities	Fund 210 - Water Enterprise	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-17 Total				\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-18	Regional Park Site	Park Facilities	Fund 502 - CA State Park Grants	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-18 Total				\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-19	Southeast Area Pool Project	Park Facilities	Fund 501 - Capital Projects	\$ 716,500	\$ -	\$ -	\$ -	\$ -	\$ -
19-19 Total				\$ 716,500	\$ -	\$ -	\$ -	\$ -	\$ -
19-20	Southeast Area Pool Project	Park Facilities	Fund 101 - General Fund	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-20 Total				\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-21	Permanent Supportive Housing	General	Fund 501 - Capital Projects	\$ 265,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-21 Total				\$ 265,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-22	Charles Brooks Pool Bleacher Project	Park Facilities	Fund 506 - Measure "E"	\$ 680,000	\$ 2,635,356	\$ -	\$ -	\$ -	\$ -
19-22 Total				\$ 680,000	\$ 2,635,356	\$ -	\$ -	\$ -	\$ -
19-23	Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 506 - Measure "E"	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
19-23 Total				\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-01	Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 351 - Transportation Grants	\$ -	\$ 3,933,000	\$ -	\$ -	\$ -	\$ -
20-01 Total				\$ -	\$ 3,933,000	\$ -	\$ -	\$ -	\$ -
20-02	Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 507 - Measure "F"	\$ 500,000	\$ 1,700,000	\$ 60,000	\$ -	\$ -	\$ -
20-02 Total				\$ 500,000	\$ 1,700,000	\$ 60,000	\$ -	\$ -	\$ -
20-03	Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 361 - Road Maintenance & Rehabilitation Account	\$ -	\$ -	\$ 1,063,617	\$ -	\$ -	\$ -
20-03 Total				\$ -	\$ -	\$ 1,063,617	\$ -	\$ -	\$ -
20-04	Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 210 - Water Enterprise	\$ -	\$ 210,000	\$ -	\$ -	\$ -	\$ -
20-04 Total				\$ -	\$ 210,000	\$ -	\$ -	\$ -	\$ -
20-05	Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street	Transportation	Fund 220 - Sewer Enterprise	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -
20-05 Total				\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -
20-06	2021 Road Maintenance	Transportation	Fund 507 - Measure "F"	\$ 500,000	\$ 5,943,000	\$ 1,123,617	\$ 640,000	\$ -	\$ -
20-06 Total				\$ 500,000	\$ 5,943,000	\$ 1,123,617	\$ 640,000	\$ -	\$ -
20-07	2021 Road Maintenance	Transportation	Fund 506 - Measure "E"	\$ 94,262	\$ -	\$ -	\$ -	\$ -	\$ -
20-07 Total				\$ 94,262	\$ -	\$ -	\$ -	\$ -	\$ -
20-08	2022 Spring Lake Parks Project (Formerly Sl. Park N1, Phase 2)	Park Facilities	Fund 640 - SLIF Parks & Recreation	\$ 359,238	\$ -	\$ 1,340,000	\$ -	\$ -	\$ -
20-08 Total				\$ 359,238	\$ -	\$ 1,340,000	\$ -	\$ -	\$ -
20-09	2022 Spring Lake Parks Project (Formerly Sl. Park N1, Phase 2)	Park Facilities	Fund 594 - Spring Lake	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-09 Total				\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-10	E. Gibson Road/Harry Lorenzo Ave/ Bourin Drive Traffic Signal	Transportation	Fund 582 - Road Development	\$ 300,000	\$ 476,417	\$ -	\$ -	\$ -	\$ -
20-10 Total				\$ 300,000	\$ 476,417	\$ -	\$ -	\$ -	\$ -
20-11	SR 113/CR 25A Interchange Modifications, Phase 1	SLIF Infrastructure	Fund 682 - SLIF Roads	\$ 100,000	\$ -	\$ -	\$ 700,000	\$ -	\$ -
20-11 Total				\$ 100,000	\$ -	\$ -	\$ 700,000	\$ -	\$ -
20-12	Storm Drainage Outfall Channel Outlet Structure	Storm Drain	Fund 581 - Storm Drain Development	\$ 235,000	\$ 730,000	\$ 965,000	\$ -	\$ -	\$ -
20-12 Total				\$ 235,000	\$ 730,000	\$ 965,000	\$ -	\$ -	\$ -
20-13	Storm Drainage Outfall Channel Outlet Structure	Storm Drain	Fund 220 - Sewer Enterprise	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-13 Total				\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-14	2020 Water and Sewer Replacement Project	Sewer	Fund 210 - Water Enterprise	\$ 300,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
20-14 Total				\$ 300,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
20-15	2020 Water and Sewer Replacement Project	Sewer	Fund 220 - Sewer Enterprise	\$ 2,650,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -
20-15 Total				\$ 2,650,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -
20-16	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 351 - Transportation Grants	\$ 5,000,000	\$ 1,155,000	\$ -	\$ -	\$ -	\$ -
20-16 Total				\$ 5,000,000	\$ 1,155,000	\$ -	\$ -	\$ -	\$ -
20-17	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 361 - Road Maintenance & Rehabilitation Account	\$ 600,000	\$ 3,216,000	\$ -	\$ -	\$ -	\$ -
20-17 Total				\$ 600,000	\$ 3,216,000	\$ -	\$ -	\$ -	\$ -
20-18	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 506 - Measure "E"	\$ 77,700	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -
20-18 Total				\$ 77,700	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -
20-19	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 507 - Measure "F"	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -
20-19 Total				\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -
20-20	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 210 - Water Enterprise	\$ -	\$ -	\$ 210,000	\$ -	\$ -	\$ -
20-20 Total				\$ -	\$ -	\$ 210,000	\$ -	\$ -	\$ -
20-21	W. Gibson Road Safe Routes to School - West Street to CR 98	Transportation	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -
20-21 Total				\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -

FY21/22 - FY24/25 Capital Improvement Program
by Project #

Project #	Project Name	Project Category	Funding Source	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
20-08 Total				\$ 677,700	\$ 4,816,000	\$ 210,000	\$ 550,000	\$ -	\$ -
20-09	2020 ADA Improvements	Transportation	Fund 320 - CDBG	\$ 265,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-09	2020 ADA Improvements	Transportation	Fund 210 - Water Enterprise	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-09 Total				\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ -
20-13	WPCF Pond #11 Biosolids Removal	Sewer	Fund 220 - Sewer Enterprise	\$ 765,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
20-13 Total				\$ 765,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
20-14	2021 Water & Sewer Repair & Replacement (Gum & Marshall)	Water	Fund 210 - Water Enterprise	\$ 200,000	\$ 2,700,000	\$ -	\$ -	\$ -	\$ -
20-14	2021 Water & Sewer Repair & Replacement (Gum & Marshall)	Water	Fund 220 - Sewer Enterprise	\$ 200,000	\$ 2,450,000	\$ -	\$ -	\$ -	\$ -
20-14 Total				\$ 400,000	\$ 5,150,000	\$ -	\$ -	\$ -	\$ -
21-01	2022 Water & Sewer Repair & Replacement (Pendegast & College)	Water	Fund 210 - Water Enterprise	\$ -	\$ -	\$ 3,140,000	\$ -	\$ -	\$ -
21-01	2022 Water & Sewer Repair & Replacement (Pendegast & College)	Water	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 1,600,000	\$ -	\$ -	\$ -
21-01 Total				\$ -	\$ -	\$ 4,740,000	\$ -	\$ -	\$ -
21-02	Groundwater Monitoring Wells	Water	Fund 210 - Water Enterprise	\$ 156,000	\$ 599,000	\$ 800,000	\$ -	\$ -	\$ -
21-02 Total				\$ 156,000	\$ 599,000	\$ 800,000	\$ -	\$ -	\$ -
21-03	Preparation of America's Water Infrastructure Act: Risk & Resiliency	Water	Fund 210 - Water Enterprise	\$ -	\$ 255,000	\$ -	\$ -	\$ -	\$ -
21-03 Total				\$ -	\$ 255,000	\$ -	\$ -	\$ -	\$ -
21-04	2020 Urban Water Management Plan	Water	Fund 210 - Water Enterprise	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -
21-04 Total				\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -
21-05	Groundwater Wells Demolition Project	Water	Fund 210 - Water Enterprise	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -
21-05 Total				\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -
21-06	2021 ADA Improvements	Transportation	Fund 320 - CDBG	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -
21-06	2021 ADA Improvements	Transportation	Fund 210 - Water Enterprise	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
21-06 Total				\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -
21-07	Storm Drain Channel south of Woodland Christian School	Storm Drain	Fund 681 - SUF Storm Drain	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -
21-07 Total				\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -
21-08	Local Equity Action Planning (LEAP) Grant	General	Fund 325 - State Grants	\$ -	\$ 237,000	\$ -	\$ -	\$ -	\$ -
21-08 Total				\$ -	\$ 237,000	\$ -	\$ -	\$ -	\$ -
21-09	Enterprise System Replacement	General	Fund 510 - General City Development	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
21-09	Enterprise System Replacement	General	Fund 035 - Information Systems	\$ -	\$ 1,751,790	\$ -	\$ -	\$ -	\$ -
21-09 Total				\$ -	\$ 2,251,790	\$ -	\$ -	\$ -	\$ -
21-10	Spring Lake Sewer Pump Station Improvements	SUF Infrastructure	Fund 685 - SUF Sanitary Sewer	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
21-10 Total				\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
21-11	Community Rain Garden Demonstration Project	Park Facilities	Fund 365 - Sustainability	\$ -	\$ 180,581	\$ -	\$ -	\$ -	\$ -
21-11 Total				\$ -	\$ 180,581	\$ -	\$ -	\$ -	\$ -
21-13	Local Roadway Safety Plan Project	Transportation	Fund 351 - Transportation Grants	\$ -	\$ 36,700	\$ -	\$ -	\$ -	\$ -
21-13	Local Roadway Safety Plan Project	Transportation	Fund 507 - Measure "F"	\$ -	\$ 3,000	\$ 7,000	\$ -	\$ -	\$ -
21-13 Total				\$ -	\$ 39,700	\$ 7,000	\$ -	\$ -	\$ -
22-01	2022 ADA Improvements	Transportation	Fund 320 - CDBG	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -
22-01	2022 ADA Improvements	Transportation	Fund 210 - Water Enterprise	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -
22-01 Total				\$ -	\$ -	\$ 225,000	\$ -	\$ -	\$ -
22-02	North Canal Pump Station Emergency Generator Rehabilitation Project	ZIP-Unfunded	Fund 501 - Capital Projects	\$ -	\$ -	\$ 50,000	\$ 700,000	\$ -	\$ -
22-02 Total				\$ -	\$ -	\$ 50,000	\$ 700,000	\$ -	\$ -
22-03	Water Meter Replacement	Water	Fund 210 - Water Enterprise	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
22-03 Total				\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
22-04	2023 Water & Sewer Replacement Project	Water	Fund 210 - Water Enterprise	\$ -	\$ -	\$ 200,000	\$ 2,800,000	\$ -	\$ -
22-04	2023 Water & Sewer Replacement Project	Water	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ 200,000	\$ 1,000,000	\$ -	\$ -
22-04 Total				\$ -	\$ -	\$ 400,000	\$ 3,800,000	\$ -	\$ -
22-05	E. Gibson Trunk Sewer Repairs	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -
22-05 Total				\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -
22-06	2021 Road Maintenance/Rehabilitation	Transportation	Fund 507 - Measure "F"	\$ -	\$ -	\$ 100,000	\$ 1,000,000	\$ -	\$ -
22-06	2021 Road Maintenance/Rehabilitation	Transportation	Fund 210 - Water Enterprise	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -
22-06 Total				\$ -	\$ -	\$ 125,000	\$ 1,000,000	\$ -	\$ -
22-07	Hotel Woodland Parking Lot Repaving	ZIP-Unfunded	Fund 501 - Capital Projects	\$ -	\$ -	\$ 287,500	\$ -	\$ -	\$ -
22-07	Hotel Woodland Parking Lot Repaving	ZIP-Unfunded	Fund 507 - Measure "F"	\$ -	\$ -	\$ 575,000	\$ -	\$ -	\$ -
22-07 Total				\$ -	\$ -	\$ 862,500	\$ -	\$ -	\$ -
22-08	North Canal Pump Station Pipe Rehabilitation Project	ZIP-Unfunded	Fund 501 - Capital Projects	\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ -
22-08 Total				\$ -	\$ -	\$ 180,000	\$ -	\$ -	\$ -
22-09	Storm Drain Crossover Replacement Project	ZIP-Unfunded	Fund 501 - Capital Projects	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
22-09 Total				\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
22-10	Covered Gutter Replacement Project	ZIP-Unfunded	Fund 501 - Capital Projects	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
22-10 Total				\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
22-11	Cost Recovery Fee Analysis	General	Fund 325 - State Grants	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -
22-11 Total				\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ -
23-01	2023 Road Maintenance	Transportation	Fund 507 - Measure "F"	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,000,000	\$ -
23-01 Total				\$ -	\$ -	\$ -	\$ 100,000	\$ 1,000,000	\$ -
23-02	2024 Water & Sewer Replacement	Water	Fund 210 - Water Enterprise	\$ -	\$ -	\$ -	\$ 200,000	\$ 3,000,000	\$ -
23-02	2024 Water & Sewer Replacement	Water	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ -	\$ 200,000	\$ 600,000	\$ -
23-02 Total				\$ -	\$ -	\$ -	\$ 400,000	\$ 3,600,000	\$ -
23-03	Sewer System Hydraulic Model Update	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ -	\$ 90,000	\$ -	\$ -
23-03 Total				\$ -	\$ -	\$ -	\$ 90,000	\$ -	\$ -
23-04	Spring Lake Lift Station Pump Replacement Project	Sewer	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ -
23-04 Total				\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ -
23-05	Storm Drainage Trash Capture	ZIP-Unfunded	Fund 501 - Capital Projects	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 1,000,000
23-05 Total				\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 1,000,000

FY21/22 - FY24/25 Capital Improvement Program
by Project #

Project #	Project Name	Project Category	Funding Source	Prior Year Funding	2020/21	2021/22	2022/23	2023/24	2024/25
23-05 Total				\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 1,000,000
24-01	2024 Road Maintenance	Transportation	Fund 507 - Measure "F"	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,000,000
24-01 Total				\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,000,000
25-01	2025 Water and Sewer Replacement Project	Water	Fund 210 - Water Enterprise	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
25-01	2025 Water and Sewer Replacement Project	Water	Fund 220 - Sewer Enterprise	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
25-01 Total				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
94-45	Library Material Collection	Library	Fund 570 - Library Development	\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
94-45 Total				\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
95-24	Planning Analysis Studies	Transportation	Fund 582 - Road Development	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
95-24 Total				\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
TRANS-062	New Traffic Signal - Cr02 and Kentucky Avenue	Transportation	Fund 582 - Road Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TRANS-062 Total				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total				\$ 59,404,618	\$ 38,869,861	\$ 23,532,617	\$ 15,811,000	\$ 10,290,000	\$ 10,050,000

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Fire Station #3 Relocation
Project #: 16-10
MPFP:
Funding Source(s): Fund 101 - General Fund
Fund 560 - Fire Development

Project Proponent: Brent Meyer
Project Manager: Brent Meyer
User Department: Fire

Project Costs

	Fund 101 - General Fund	Fund 560 - Fire Development		
Prior Year Allocation	\$1,154,000	\$10,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$50,000	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,154,000</u>	<u>\$60,000</u>	<u>\$0</u>	<u>\$0</u>

TOTAL \$1,214,000

Cost Estimate Pre-Design/Environmental/Studie \$114,000
By Category: Design Costs: \$0
Construction Costs: \$0
Land Acquisition: \$1,100,000

ABOUT THE PROJECT:

Project Description: The project will initiate study of the opportunities to relocate Fire Station #3 to the corner of Gibson Road and Bourne Drive.

Justification This project is necessary to study the feasibility of locating a new fire station at Gibson and Bourne and then move forward with design and construction. The City is currently in escrow to buy property at Gibson/Bourne (site of the former Willow Springs School).

Pertinent Issue: A southeast area fire station associated with the Spring Lake Specific Plan build out is near being required.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Zoning Ordinance & CEQA	Project Proponent: Community Development
Project #: 07-07	Project Manager: Community Development
MPFP:	User Department: Community Development
Funding Source(s): Fund 501 - Capital Projects Fund 325 - State Grants	

Project Costs

	Fund 501 - Capital Projects	Fund 325 - State Grants		
Prior Year Allocation	\$100,000	\$310,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$83,000	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$100,000</u>	<u>\$393,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$493,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$493,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project involves the analysis and preparation of ordinance amendments to the Zoning Ordinance as well as future revisions to the CEQA Guidelines in conformance with new state guidelines which will be provided by the State Office of Planning and Research (OPR) in response to requirements of AB32.

Justification The City of Woodland’s Zoning Ordinance implements the General Plan, sets land use regulation and implements process and procedures with regard to development review. There are areas of the code that are not internally consistent and an assessment and clarification of the development review process is recommended. Areas of the Code that are not consistent or ambiguous result in uncertainty. Specific updates recommended include:

- Updating antiquated use tables (consultant)
- Water Conservation Ordinance Update
- Non conforming use and structure
- Definitions
- Planned Development zoning
- Signs
- Update Density Bonus requirements per State Law
- Projections
- Development Review procesisng, add new sections
- Updates as a result of the Housing Element recommendations
- Conservation and climate change updates

CEQA review for the updates, anticipate a Negative Declaration (anticipated cost at \$10 - \$15,000). By

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

updating the zoning code, the City will be better equipped to review new projects and administer development in a more efficient, timely and consistent manner and will reduce the risk of challenges as the result of outdated process/procedures. Assuming an average billing rate of \$150/hr for an experienced planning consultant, this will allow for approximately 9 weeks of work, which should adequately address the issues.

Pertinent Issue: CEQA and AB 32 changes

Update and clarification to the City's development review process and procedures

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Permanent Supportive Housing	Project Proponent:	Administrative Services
Project #:	19-22	Project Manager:	Stephen Coyle
MPFP:		User Department:	All Departments
Funding Source(s):	Fund 331 - Homeless Housing		

Project Costs				
Prior Year Allocation	Fund 331 - Homeless Housing			
	\$680,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$680,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$680,000</u>			
Cost Estimate	Pre-Design/Environmental/Study		<u>\$0</u>	
By Category:	Design Costs:		<u>\$680,000</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Partnership HealthPlan of California awarded the City of Woodland a Local Innovation Grant on Housing to support the development of micro-houses for individuals who are Medi-Cal eligible and homeless.

Justification The City has partnered with several non-profits to work towards long-term solutions for the homeless population. Housing first is the primary goal.

Pertinent Issue:

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Local Early Action Planning (LEAP) Grant **Project Proponent:** Community Development
Project #: 21-08 **Project Manager:** Community Development
MPFP: **User Department:** Community Development
Funding Source(s): Fund 325 - State Grants

<u>Project Costs</u>				
	<u>Fund 325 - State Grants</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$237,000	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$237,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$237,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studie		<u>\$237,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Eligible activities may include: \$120,000 for the 6th Cycle Housing Element update including required workshops and stakeholder meetings; \$75,000 for an affordable housing nexus study; \$50,000 for planning documents related to re-use of the County property at 5th & Oak Streets; \$25,000 for possible site/architectural plan prototypes.

Justification Since 1969, California has required that all local governments (cities and counties) adequately plan to meet the housing needs of everyone in the community. California's local governments meet this requirement by adopting housing plans as part of their "General Plan" (also required by the state). General plans serve as the local government's "blueprint" for how the city and/or county will grow and develop and include seven elements: land use, transportation, conservation, noise, open space, safety, and housing. The law mandating that housing be included as an element of each jurisdiction's general plan is known as the "housing-element law". The 6th Cycle Housing Element is a state mandated document that will cover the period from 2021 through 2029. In addition to the multiple requirements in state law, each community is responsible to provide adequate sites in order to meet the Regional Housing Need Assessment assigned to the City.

Pertinent Issue: The 6th Cycle Housing Element must be complete and adopted by the City Council by May 15, 2021.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Enterprise System Replacement	Project Proponent:	Administrative Services
Project #:	21-09	Project Manager:	Scott Sawin
MPFP:	City-101	User Department:	All Departments
Funding Source(s):	Fund 510 - General City Development Fund 015 - Information Systems		

Project Costs

	Fund 510 - General City Development	Fund 015 - Information Systems		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$500,000	\$1,751,790	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$500,000</u>	<u>\$1,751,790</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,251,790</u>			

Cost Estimate	Pre-Design/Environmental/Studies	<u>\$2,251,790</u>
By Category:	Design Costs:	<u>\$0</u>
	Construction Costs:	<u>\$0</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: This project will replace the City's Enterprise system with another Enterprise System or replace with Financial /Land Use/Permitting/Licensing/Code Enforcement modules with the best of breed approach.

Justification The current Enterprise system was acquired and implemented during the FY2009-FY2012 time frame. Tyler Technologies (current provider of services) has notified that City that in approximately five (5) years they will stop supporting Tyler Eden, the current Enterprise System used by City staff for all Financial Accounting, Permitting, and Licensing. Staff has experienced lower levels of product support in the last few years and response times to incidents in increased. In addition, Tyler Technologies will no longer be making product enhancements/improvements to Tyler Eden and has stopped marketing the product all together.

Pertinent Issue: 1) It is important that the City begin the process of replacing the existing system. Based on the last system purchase and implementation, the RFP process/implementation of a new system could take anywhere from two (2) to three (3) years. Staff is attempting to avoid a scenario where the City is forced or rushed into a new system due to lack of proper planning. 2) City will plan to take advantage of the RPF process to acquire newer technology to improve business practices and procure a document/records management system that can be used citywide.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Cost Recovery Fee Analysis	Project Proponent:	Community Development
Project #:	22-11	Project Manager:	Community Development
MPFP:		User Department:	Community Development
Funding Source(s):	Fund 325 - State Grants		

Project Costs

	Fund 325 - State Grants			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$65,000	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$65,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$65,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies		<u>\$65,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The City will hire an appropriate consultant to conduct an analysis of Woodland's development review process and make recommendations regarding cost recovery fees. This analysis will provide a basis for recommendations regarding development entitlement fees and costs. The process will provide policy makers and the public information by which to allow for discussion of proposed updated fees and policy considerations with regard to entitlement fees and other related relevant costs to facilitate housing production. Fees will be evaluating Planning, Engineering, Building, and Fire.

Justification To evaluate cost recovery fees associated with development in order to provide policy makers with a basis by which to consider modified fees for housing projects with the goal of providing certainty regarding review costs, streamlining processes, and potentially reducing costs to facilitate housing opportunities.

Pertinent Issue: The project will begin several months prior to the adoption of the Comprehensive Zoning Code update. The code update was funded using SB2 and LEAP grants. The overall fee analysis will take (2-4) months to prepare and will be followed with a public discussion and review of recommendations with the City Council. The City will conduct an RFP process to hire a consultant to conduct the technical analysis for the fee update. Both staff and consultant time will be funded by the grant. Final actual cost for the analysis will be determined at the time of the Request for Proposals. It is anticipated that this effort may begin near the end of the calendar year for 2021. Once the study is complete, the City will then assess the results and make recommendations to the City Council. The City will conduct public meetings to discuss any recommended changes as well as policy proposals, such as off-set of fees for housing related projects.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Library Material Collection	Project Proponent: Library
Project #: 94-45	Project Manager: TBD
MPFP: Lib-3	User Department: Library
Funding Source(s): Fund 570 - Library Development	

Project Costs				
Prior Year Allocation	Fund 570 - Library Development			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$85,000	\$0	\$0	\$0
2021-22	\$85,000	\$0	\$0	\$0
2022-23	\$85,000	\$0	\$0	\$0
2024-25	\$85,000	\$0	\$0	\$0
2025-26	\$85,000	\$0	\$0	\$0
Subtotal	<u>\$425,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$425,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Buy books and other materials such as CDs and DVDs to meet the expanding needs of the Library generated by new development.

Justification: As the population of Woodland grows, more materials are needed to meet the educational and entertainment needs of the citizens.

Pertinent Issue: The allocation is funded by new development.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Clark Field	Project Proponent:	Community Services
Project #:	13-03	Project Manager:	Parks & Recreation
MPFP:		User Department:	Community Services
Funding Source(s):	Fund 507 - Measure "F"		

Project Costs				
	Fund 507 - Measure "F"			
Prior Year Allocation		\$0	\$0	\$0
Fiscal Year				
2020-21	\$15,000	\$0	\$0	\$0
2021-22	\$15,000	\$0	\$0	\$0
2022-23	\$15,000	\$0	\$0	\$0
2024-25	\$15,000	\$0	\$0	\$0
2025-26	\$15,000	\$0	\$0	\$0
Subtotal		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TOTAL

Cost Estimate Pre-Design/Environmental/Studie
By Category: Design Costs:
 Construction Costs:
 Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: This is a \$15,000 per year contribution to the User Group that maintains the field every year.

Justification Measure E funded the renovation of Clark Field and funded the annual maintenance to the User Group. Measure F now continues this practice.

Pertinent Issue: Baseball Field is used extensively and needs to be updated to provide an adequate, safe and accessible facility.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Camarena Ball Field - Grant Match	Project Proponent:	Public Works
Project #:	15-07	Project Manager:	TBD
MPFP:		User Department:	Community Services
Funding Source(s):	Fund 506 - Measure "E"		

Project Costs				
	Fund 506 - Measure "E"			
Prior Year Allocation	\$50,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$50,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$50,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$50,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Partial match for funds earmarked for improvements at Camarena Field. Woodland Little League (WLL) is currently working on appropriating funds from the Yocha Dehe Tribe to upgrade or replace the restrooms, ball field lighting, pathways, sanitary sewer and water lines at the facility. Although a cost is yet to be solidified, Woodland Little League estimates the project to be around \$150,000. This is considered a partnership with WLL and Yocha Dehe Tribe.

Justification The restrooms have on-going plumbing issues that continue to be problematic. This, along with ADA issues, lighting, aging fixtures and general access issues make these improvements very important to the facility.

Pertinent Issue: These funds will not be used unless there is funding available from WLL and the Tribe.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Park/Recreation Facility Planning	Project Proponent:	Brent Meyer
Project #:	18-04	Project Manager:	Brent Meyer
MPPF:		User Department:	Community Development
Funding Source(s):	Fund 506 - Measure "E"		

Project Costs

	Fund 506 - Measure "E"			
Prior Year Allocation	\$55,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$10,000	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$65,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$65,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies		<u>\$65,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Preliminary Engineering and staff time related to cost estimates for future park and recreation facilities.

Justification: The planning of future park and recreation facilities requires specialized cost estimation to ensure that adequate budget is established and projects can be prioritized based on available funding.

Pertinent Issue: With future Measure F (1/2 cent sales tax) available, adequate advance planning needs to occur before projects can be prioritized, and then designed/constructed.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Regional Park Site	Project Proponent: Community Development
Project #: 19-17	Project Manager: TBD
MPFP:	User Department: Community Services
Funding Source(s): Fund 501 - Capital Projects Fund 502 - CA State Park Grants	

Project Costs

	Fund 501 - Capital Projects	Fund 502 - CA State Park Grants		
Prior Year Allocation	\$100,000	\$616,500	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$100,000</u>	<u>\$616,500</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$716,500</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$146,500</u>	
By Category:	Design Costs:		<u>\$70,000</u>	
	Construction Costs:		<u>\$500,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The project will create a wetlands feature at the City's regional park that is surrounded by an ADA path and interactive kiosks. Grant funding coupled with In-kind work effort will provide a series of outdoor education programs and activities for elementary aged students, community-oriented wildlife activities, and docent training programs.

Justification The City in conjunction with Explorit, Tulyome, and the Water Fowl Association have been successful in receiving almost \$1.2M in grant funding to make this project possible. \$500,000 of the grant funding went directly to the Water Fowl Association to create the wetlands. The remaining grant funding will building the ADA accessible path around the wetlands and the educational programming at the park.

Pertinent Issue:

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Southeast Area Pool Project	Project Proponent:	Community Services
Project #:	19-18	Project Manager:	Brent Meyer
MPFP:		User Department:	Community Services
Funding Source(s):	Fund 501 - Capital Projects Fund 101 - General Fund		

Project Costs

	Fund 501 - Capital Projects	Fund 101 - General Fund		
Prior Year Allocation	\$15,000	\$250,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$15,000</u>	<u>\$250,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$265,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$15,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$250,000</u>	

ABOUT THE PROJECT:

Project Description: The City has finished a pool feasibility study that has selected a pool site on Pioneer Avenue just south of Pioneer High School. The pool will use the parking in the existing high school parking lot.

Justification The pool is needed to meet demands for community pool use.

Pertinent Issue: The City has worked with the School District to come to come to agreement on a ground lease for the future pool site. This will allow the high school swim team to have convenient access to the pool for swim practices and swim meets. The City is evaluating funding options for the construction and operation of this pool facility.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Charles Brooks Pool Bleacher Project	Project Proponent:	Community Services
Project #:	19-23	Project Manager:	TBD
MPFP:		User Department:	Community Services
Funding Source(s):	Fund 506 - Measure "E"		

Project Costs				
	Fund 506 - Measure "E"			
Prior Year Allocation	\$40,000	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$40,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$40,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies		<u>\$40,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The bleachers at the community pool do not meet current ADA requirements. The bleachers are essentially wood boards acting as a retaining wall up the slope of each hill. These boards need to continually be replaced and are also failing in their job to act as a retaining wall. Additionally, with the design/location of the bleachers and how swim meets are set up, access round the pool is limited. Replacing the bleachers will be a large capital project; however, the cost and design are unknowns.

Justification Necessary to meet current ADA requirements.

Pertinent Issue: This project includes funding for design and staff charges to assist CSD with engineering decisions along the way.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2022 Spring Lake Parks Project **Project Proponent:** Community Development
Project #: 20-03 **Project Manager:** TBD
MPFP: **User Department:** Community Services
Funding Source(s): Fund 640 - SLIF Parks & Recreation
Fund 594 - Spring Lake

Project Costs

Prior Year Allocation	Project Costs			
	Fund 640 - SLIF Parks & Recreation	Fund 594 - Spring Lake		
	\$300,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$476,417	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$300,000</u>	<u>\$476,417</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$776,417</u>			
Cost Estimate	Pre-Design/Environmental/Studies		<u>\$50,000</u>	
By Category:	Design Costs:		<u>\$250,000</u>	
	Construction Costs:		<u>\$476,417</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The first phase of Spring Lake (N1), Jack Slaven (N2) and Rick Gonzales Sr. (N3) were completed in 2010 and 2018. The second phase of N1 consists of approximately 6 acres, N2 consists of 1.3 acres and N3 of 3 acres of undeveloped land. A master plan concept for parks N1 and N3 were completed in 2015. The master plans will be revisited by the City and the neighborhood prior to moving forward with project design with this project.

Justification The Spring Lake Specific Plan requires construction of Parks as SLIF Parks funding is available. It is anticipated that the City will have funding to construct the 2nd phase of Parks N1, N2, and N3 in the 2022 construction season.

Pertinent Issue: The Cal West development deposited \$476,000 for the construction of the greenbelt on the south side of the park. This project will use these funds and construct the greenbelt. It is anticipated that the SR113 Pedestrian Overcrossing Project will be constructed in the same timeframe as the Park project. This project will design and construct Phase 2 of the three Spring Lake Parks (Jack Slaven, Rick Gonzales Sr. and Spring Lake). This project should complete construction for all three parks.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Community Rain Garden Demonstration Project **Project Proponent:** Community Development
Project #: 21-11 **Project Manager:** Community Development
MPFP: **User Department:** Community Development
Funding Source(s): Fund 365 - Sustainability

Project Costs

	Fund 365 - Sustainability			
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2020-21	\$130,581	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$130,581</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$130,581</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$130,581</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The Community Rain Garden Demonstration Project will encompass a small area in the northeast corner of the park adjacent to the sidewalk along El Dorado Drive and an existing concrete walkway and spanning an existing exercise path and workout station.

Justification: Environmental Services secured funding from the Local Government Commission for the Demonstration Project.

Pertinent Issue: The project expands on several City Council priority goals including Quality of Life and Sustainability. The project will be built at Crawford Park.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Annual Sewer Repair and Replacement **Project Proponent:** Utility Engineering
Project #: 08-21 **Project Manager:** Tim Busch
MPFP: **User Department:** Public Works
Funding Source(s): Fund 220 - Sewer Enterprise

Project Costs

	<u>Fund 220 - Sewer Enterprise</u>			
Prior Year Allocation	\$1,409,180	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$840,000	\$0	\$0	\$0
2022-23	\$700,000	\$0	\$0	\$0
2024-25	\$700,000	\$0	\$0	\$0
2025-26	\$700,000	\$0	\$0	\$0
Subtotal	<u>\$4,349,180</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$4,349,180</u>			

Cost Estimate Pre-Design/Environmental/Studie \$0
By Category: Design Costs: \$570,000
Construction Costs: \$3,779,180
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: This project is used to prioritize, design, and develop a construction project for repair of ongoing management of the collection system. Large diameter pipelines are treated separately in a similar manner. These projects will be funded from this project after identification.

Justification Repair and replacement of sewer lines based on information obtained from Asset Management System and annual CCTV evaluations of sewer lines. This work will be coordinated with street repair work when possible, but depending on the severity of the problem, could be done in advance of scheduled street work. There are several known problem examples: sewer lines constructed from concrete, inflow and infiltration into the Gibson Road, Beamer Street, etc. These projects and others will be scheduled along with other identified problems based on criticality and budget.

Pertinent Issue: Minimize SSO's throughout the City, per the City's SSMP and the City's WDR permit. The sewer model indicates the need to reallocate sewer capacity from Beamer to Gibson Trunk sewer.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Preliminary Odor Abatement	Project Proponent:	Utility Engineering
Project #:	08-22	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 220 - Sewer Enterprise		

Project Costs				
Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$374,500	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$10,000	\$0	\$0	\$0
2021-22	\$10,000	\$0	\$0	\$0
2022-23	\$10,000	\$0	\$0	\$0
2024-25	\$10,000	\$0	\$0	\$0
2025-26		\$0	\$0	\$0
Subtotal		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TOTAL

Cost Estimate	Pre-Design/Environmental/Studie	<u>\$0</u>
By Category:	Design Costs:	<u>\$0</u>
	Construction Costs:	<u>\$414,500</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Design odor facilities for the Wastewater Treatment Plant in order to reduce citizen complaints and facilitate business development.

Justification Design odor facilities for the Wastewater Treatment Plant in order to reduce citizen complaints and facilitate business development.

Pertinent Issue: The present WDR for the Plant requires that nuisance complaints be kept to a minimum. Increasing density around the Plant will require that some action is taken to reduce the risk of odor complaints. Development fees for specific projects may pay all or part of the project costs.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Treatment Plant Exp-Biosolids	Project Proponent:	Utility Engineering
Project #:	10-11	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 220 - Sewer Enterprise		

		Project Costs			
Prior Year Allocation	Fund 220 - Sewer Enterprise				
	\$4,540,000	\$0	\$0	\$0	\$0
Fiscal Year					
2020-21	\$690,000	\$0	\$0	\$0	\$0
2021-22	\$500,000	\$0	\$0	\$0	\$0
2022-23	\$200,000	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0	\$0
2025-26	\$770,000	\$0	\$0	\$0	\$0
Subtotal	<u>\$6,700,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$6,700,000</u>				
Cost Estimate By Category:	Pre-Design/Environmental/Studie		<u>\$0</u>		
	Design Costs:		<u>\$129,000</u>		
	Construction Costs:		<u>\$5,657,000</u>		
	Land Acquisition:		<u>\$0</u>		

ABOUT THE PROJECT:

Project Description: This project will consist of using a loader and trucks to move dried biosolids to either the landfill or other site for use as a soil amendment.

Justification Exceptional Quality Composted Equivalent material. It is considered suitable as a soil amendment by EPA and the State Water Resources Control Board. In other areas this material would have been used by the farming community for this purpose. Unfortunately Yolo County rules preclude this use in Yolo County. The Plan is to work with Yolo County to change this but in the meantime the WPCF needs to make a good faith effort to begin to dispose of this material as part of its Waste Discharge Requirements (WDR) Permit. Biosolids in Ponds #8 need to stabilize before they can be removed to the landfill. Pond 11 is scheduled to dry and remove biosolids in year 2021 and pond 9 is scheduled for 2022. After this work is completed, the ponds will have biosolids removed at a rate of one pond every 3 years.

Pertinent Issue: The present waste discharge requirement (WDR) for the Plant required an assessment of the evaporative pond system on the groundwater resource. Ecologic was contracted to evaluate this impact and has shown that this process does impact the groundwater under the ponds.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Water Pollution Asset Replacement Project **Project Proponent:** Public Works
Project #: 14-02 **Project Manager:** Tim Busch
MPFP:
Funding Source(s): Fund 220 - Sewer Enterprise **User Department:** Public Works

		Project Costs			
Prior Year Allocation	Fund 220 - Sewer Enterprise				
	\$1,202,119	\$0	\$0	\$0	\$0
Fiscal Year					
2020-21	\$850,000	\$0	\$0	\$0	\$0
2021-22	\$795,000	\$0	\$0	\$0	\$0
2022-23	\$750,000	\$0	\$0	\$0	\$0
2024-25	\$500,000	\$0	\$0	\$0	\$0
2025-26	\$1,000,000	\$0	\$0	\$0	\$0
Subtotal	<u>\$5,097,119</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$5,097,119</u>				
Cost Estimate By Category:	Pre-Design/Environmental/Studies		<u>\$0</u>		
	Design Costs:		<u>\$300,000</u>		
	Construction Costs:		<u>\$4,797,119</u>		
	Land Acquisition:		<u>\$0</u>		

ABOUT THE PROJECT:

Project Description: The Asset Replacement Project works to fund planned equipment replacement and balance the capital costs of equipment replacement over several years to minimize rate impacts. Projects typically include replacement of pumps, mechanical bar screen, aeration equipment, and the generator at the end of their useful life.

Justification: The City's Water Pollution Control Facility (WPCF) has numerous assets that allow the plant to work as designed. This project identifies the expected replacement of assets that will need to be replaced over the next several years. In FY20, two projects are underway under this program, the South Pond Pump Station Rehabilitation Project and the Clarifier #3 mechanism Replacement Project. The WPCF Master Plan will analyze the WPCF processes and equipment and provide recommendations on future projects. Several future projects have been identified including: replacement of standby generator, replacement of YBWL pumps, rehabilitation of RAS pump station, replacement of mechanical bar screen and certain aeration process equipment, etc.

Pertinent Issue: The WPCF has several processes and equipment and operates under an NPDES permit for wastewater effluent discharge. Equipment ages and is subject to corrosion and requires eventual rehabilitation or replacement. Additionally, regulatory requirements and population growth eventually require modifications or enhancements to the WPCF processes.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Replacement of Orangeberg Sewer Laterals **Project Proponent:** Utility Engineering
Project #: 14-03 **Project Manager:** Tim Busch
MPFP: **User Department:** Public Works
Funding Source(s): Fund 220 - Sewer Enterprise

	<u>Project Costs</u>			
	Fund 220 - Sewer Enterprise			
Prior Year Allocation	\$35,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$50,000	\$0	\$0	\$0
2021-22	\$500,000	\$0	\$0	\$0
2022-23	\$500,000	\$0	\$0	\$0
2024-25	\$500,000	\$0	\$0	\$0
2025-26	\$500,000	\$0	\$0	\$0
Subtotal	<u>\$2,085,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,085,000</u>			

Cost Estimate Pre-Design/Environmental/Studie
By Category: Design Costs:
Construction Costs: \$2,085,000
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: This project will replace the factory "Y", the lateral, and the cleanout behind the walk. The plan is to use trenchless methods for the lateral using CIPP where possible. The project will offer the landowners a fixed price per foot to replace their connection if they choose.

Justification Sewer lateral failures are the single largest cause of Sanitary Sewer overflows (SSO's) in the City. These failures can be private (non City Responsibility) or the responsibility of the City and need to be reported to the State. Orangeburg is a paper tar pipe product that is prone to failure with age, or root damage, or soil movement. It can also fail when hit by plumbing powered snakes. The City has an estimated 700 of these laterals in its inventory. Lateral work also includes rehabilitation or replacement of sewer laterals that experience failure due to cracking and root intrusion.

Pertinent Issue: Chronic failures of this material.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Sewer/Wastewater Treatment Master Plan **Project Proponent:** Mark Cocke
Project #: 14-07 **Project Manager:** Tim Busch
MPFP:
Funding Source(s): Fund 220 - Sewer Enterprise **User Department:** Community Development

		<u>Project Costs</u>			
Prior Year Allocation	Fund 220 - Sewer Enterprise				
		\$591,500	\$0	\$0	\$0
<u>Fiscal Year</u>					
	2020-21	\$0	\$0	\$0	\$0
	2021-22	\$0	\$0	\$0	\$0
	2022-23	\$0	\$0	\$0	\$0
	2024-25	\$0	\$0	\$0	\$0
	2025-26	\$0	\$0	\$0	\$0
	Subtotal	<u>\$591,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL		<u>\$591,500</u>			
Cost Estimate	Pre-Design/Environmental/Studie			<u>\$591,500</u>	
By Category:	Design Costs:			<u>\$0</u>	
	Construction Costs:			<u>\$0</u>	
	Land Acquisition:			<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Prepare a Waste Pollution Control Facility Master Plan (WPCF MP) that will identify the future direction, priorities and capital improvement projects for the City's wastewater treatment and discharge processes. The WPCF, originally constructed in 1988, has been expanded and upgraded over the past 32 years and subsequently utilizes assets and processes of varying ages. The WPCF is in need of a comprehensive evaluation in order to synchronize the most cost-effective wastewater treatment with evolving State and Federal regulations and treatment standards while preparing the WPCF to accommodate the future growth of the City.

Justification The City is responsible for providing safe and reliable wastewater treatment and disposal services of sewage (wastewater) from homes and other facilities within the City. Continued investment in the utility system is a prerequisite for the health and safety of the community it serves as well as economic growth and prosperity in the future. City Engineering and Operations staff identify specific repair and replacement projects that keep the Facility running as designed, but a larger planning effort is necessary to predict large-scale improvements and replacements that are likely to rise in a Facility as old and as large as the WPCF.

Pertinent Issue: The City of Woodland General Plan 2035 identifies the Wastewater Facilities Master Plan (WPCF) as one of the several specific master plans to be retained and updated. The WFMP was originally drafted and adopted in 1986, before the WPCF was constructed. Currently, the WPCF is in full compliance with its NPDES discharge permit and preparation of the WPCF MP will help to ensure full compliance and cost-effective operation in the future.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Large Diameter Wastewater Pipeline Repair, Replacement, & Lining	Project Proponent:	Utility Engineering
Project #:	14-15	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 220 - Sewer Enterprise		

Project Costs

	Fund 220 - Sewer Enterprise			
Prior Year Allocation	\$316,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$330,000	\$0	\$0	\$0
2021-22	\$400,000	\$0	\$0	\$0
2022-23	\$1,050,000	\$0	\$0	\$0
2024-25	\$400,000	\$0	\$0	\$0
2025-26	\$500,000	\$0	\$0	\$0
Subtotal	<u>\$2,996,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,996,000</u>			

Cost Estimate	Pre-Design/Environmental/Study	<u>\$0</u>
By Category:	Design Costs:	<u>\$160,000</u>
	Construction Costs:	<u>\$2,836,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Repair or replace sections of pipe as deemed necessary for structural integrity.

Justification There are over 90,000 feet of large diameter pipelines in the City's wastewater system. Depending on the pipeline material, these pipelines are subject to failure from various mechanisms. For example, Beamer Trunk line has 3,900 feet of 30 inch diameter RCP that was installed in 1963. The downstream section was lined in 2007 due to hydrogen sulfide corrosion. This section of pipeline will be inspected in May of 2013. It is anticipated that this section will also need to be lined. This project will be installed at the end of Fy 16 and the beginning of Fy 17. There are other locations in the collection system that will be identified as deficient for various reasons. This project will identify these locations develop a repair plan and create a separate project for bidding and construction.

Pertinent Issue: Minimize SSO's throughout the City, per the City's SSMP and the City's WDR Permit.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Main Street Sanitary Sewer and Storm Repairs
Project Proponent: Utility Engineering
Project #: 17-23
Project Manager: Tim Busch
MPFP:
Funding Source(s): Fund 220 - Sewer Enterprise
Fund 506 - Measure "E"
User Department: Public Works

Prior Year Allocation	Project Costs			
	Fund 220 - Sewer Enterprise	Fund 506 - Measure "E"		
	\$60,000	\$40,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$60,000</u>	<u>\$40,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$100,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Study		<u>\$0</u>	
	Design Costs:		<u>\$10,000</u>	
	Construction Costs:		<u>\$90,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: the project entails excavation at the two locations on Main Street to conduct spot repairs of the sewer and storm drain lines. The work included preparation of the bid package, bidding, and construction.

Justification City staff is continually reviewing the status of the City's sanitary sewer and storm sewer collection system. Repair and replacement of these lines is based on information obtained from the Asset management System and annual CCTV evaluation of sewer and storm collection lines. Projects are identified based on criticality and budget. Through this process, staff has identified that urgent repairs are necessary at various locations. Two pipeline failures were identified on East main Street: a storm drain failure near Walmart and a sanitary sewer failure at Pioneer Street. Both failures are forming sinkholes affecting the pavement on Main Street.

Pertinent Issue: Repair failing sewer main on Main St at Pioneer and repair failing storm main on Main St at Walmart.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	2020 Water and Sewer Replacement Project	Project Proponent:	Utility Engineering
Project #:	20-07	Project Manager:	Ed Wisniewski
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise Fund 220 - Sewer Enterprise		

Project Costs

	Fund 210 - Water Enterprise	Fund 220 - Sewer Enterprise		
Prior Year Allocation	\$2,650,000	\$2,850,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$300,000	\$855,000	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,950,000</u>	<u>\$3,705,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$6,655,000</u>			

Cost Estimate	Pre-Design/Environmental/Studie	\$0
By Category:	Design Costs:	<u>\$400,000</u>
	Construction Costs:	<u>\$6,255,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Approximately 5,300 linear feet of mainline water pipe will be replaced on Gibson Road which will make water pressure more reliable for approximately 110 residences. Additionally, approximately 10,000 feet of sewer pipe and 110 laterals will be replaced on Gibson Road. Work also includes completing two sewer interceptor sewers in the Gibson Road and CR102 intersection to balance sewer flows.

Justification Approximately 40% of the water mains in the City are over 50 years old, and some mains are over 100 years old. Some of these water mains are in need of replacement due to frequent breaks and leaks. City engineering and operations staff identified several locations in the City that have the greatest occurrence of water main and lateral breaks and leaks and prioritized the areas for repair and replacement. The sewer hydraulic model identified the need to transfer sewer flows from the Beamer Trunk Sewer to the Gibson Trunk to correct an existing deficiency and provide capacity to downtown. The new interceptor sewer on East Street is the first segment of the capacity reallocation project. This project will also address water & sewer deficiencies on Gibson Road in anticipation of an upcoming road reconstruction project.

Pertinent Issue: Replace aging and failing water distribution and sewer collection facilities. Actual Construction budget will be programmed at contract award when funds can be reallocated from other projects.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: WPCF Pond #11 Biosolids Removal **Project Proponent:** Utility Engineering
Project #: 20-13 **Project Manager:** Tim Busch
MPFP: **User Department:** Community Development
Funding Source(s): Fund 220 - Sewer Enterprise

		<u>Project Costs</u>			
Prior Year Allocation	Fund 220 - Sewer Enterprise				
		\$765,000	\$0	\$0	\$0
<u>Fiscal Year</u>					
2020-21		\$25,000	\$0	\$0	\$0
2021-22		\$0	\$0	\$0	\$0
2022-23		\$0	\$0	\$0	\$0
2024-25		\$0	\$0	\$0	\$0
2025-26		\$0	\$0	\$0	\$0
Subtotal		<u>\$790,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL		<u>\$790,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studie			<u>\$0</u>	
	Design Costs:			<u>\$0</u>	
	Construction Costs:		<u>\$790,000</u>		
	Land Acquisition:			<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The work in this project generally includes mechanically drying of the biosolids in Pond #11 and hauling to the Yolo County Landfill for use as daily cover. The Yolo County Landfill is the only authorized receiver of biosolids in Yolo County. The landfill charges a tipping fee of \$15.00/ton for biosolids. The quantity of biosolids stored in Pond #11 for drying and hauling is estimated at around 11,000 dry tons. The exact quantity cannot be determined until the drying work is completed.

Justification The City's Water Treatment Control Facility (WPCF) generates biosolids as a result of the wastewater treatment process. The WPCF utilizes a series of ponds to accumulate and stabilize the biosolids over time. Over the past few decades, a significant quantity of biosolids has been accumulated. The WPCF Waste Discharge Permit requires the WPCF to make a good faith effort to begin disposal of this material. Previous work has included removal of biosolids from Ponds #7, #8, #9, and #10 and soil/cement lining of ponds #9 and #10 along with improvements to capping water distribution piping system.

Pertinent Issue: Pond #11 completes the removal of the legacy biosolids necessary to conduct solids handling on a rotational basis where one pond is addressed every 3 years.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	E. Gibson Trunk Sewer Repairs	Project Proponent:	Utility Engineering
Project #:	22-05	Project Manager:	Mark Miller
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 220 - Sewer Enterprise		

Project Costs				
	Fund 220 - Sewer Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$1,000,000	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,000,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies		
By Category:	Design Costs:		\$0
	Construction Costs:		<u>\$1,000,000</u>
	Land Acquisition:		\$0

ABOUT THE PROJECT:

Project Description: The project generally includes 3,200 linear feet of cured-in-place pipe (CIPP) lining which will allow repairs to be made on the pipeline without open trenching down Gibson Road. The project would also reconstruct one manhole near the southbound SR-113 exit onto Gibson Road and one manhole near the northbound Sr-113 on ramp. The work includes significant bypass pumping to keep the sewer system operational during the CIPP lining and manhole reconstruction, as well as significant traffic control to maintain traffic on Gibson Road while repairs are being made. The proposed schedule beginning design and permitting with CalTrans in FY

Justification The Gibson Trunk Sewer collects wastewater from the southern third of the City and conveys flows east to the City's Water Pollution Control Facility. The Gibson Trunk was constructed in 1960 using 24-inch diameter vitrified clay pipe (VCP) at depths between 10 feet and 17 feet below ground. VCP material is designed for a service life of 100 years, but significant cracks, fractures and even deformations are evident in the City's recent video assessment of a portion of the Gibson Trunk Sewer pipelines. These defects could be a result of differential ground settlement, poor installation technique, overloading due to the heavy clay soils above the pipe, or a combination. The Gibson Trunk carries a significant amount of sewage flow and these defects need to be addressed in order to maintain durability of the pipelines and reliability of the system to provide wastewater conveyance for the City. In addition to VCP repairs, there exists two manholes on either side of State Route 113 that are buried beneath the soil and are currently inaccessible. To make the necessary repairs on the Gibson Trunk, these manholes need to be exposed and raised to grade.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Sewer System Hydraulic Model Update **Project Proponent:** Utility Engineering
Project #: 23-03 **Project Manager:** Matt Cohen
MPFP: **User Department:** Public Works
Funding Source(s): Fund 220 - Sewer Enterprise

		<u>Project Costs</u>			
<u>Prior Year Allocation</u>	<u>Fund 220 - Sewer Enterprise</u>				
	\$0	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2020-21	\$0	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0	\$0
2022-23	\$90,000	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$90,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$90,000</u>				
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$90,000</u>		
By Category:	Design Costs:		<u>\$0</u>		
	Construction Costs:		<u>\$0</u>		
	Land Acquisition:		<u>\$0</u>		

ABOUT THE PROJECT:

Project Description: The City maintains a sewer collection system hydraulic model that analyses both dry weather and peak wet weather sewer flows in the system. The model is updated every 3 years to include new sewers and connections to the system, to allow for a comparison between actual and predicted flows, to predict areas of the sewer system that have inadequate capacity to convey peak wet weather flows, and to prioritize replacements.

Justification The City's Sewer System management Plan (SSMP) requires that the City's sewer collection system undergo a hydraulic model update on a triennial basis. The purpose is the identification of sources of infiltration and inflow (I&I) and use this information to prioritize I&I repairs and to reduce the potential for sewer system overflows (SSO). The selected repairs would be the most costs effective for reducing the operating costs for the WPCF, preserve capacity for future homes and businesses, and potentially postpone the next WPCF expansion for capacity.

Pertinent Issue: Sewer system hydraulic modeling to comply with the SSMP and Regional Water Quality Control Board requirements for sewer systems and to assist with management of the sewer collection system.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Spring Lake Lift Station Pump Replacement Project	Project Proponent: Utility Engineering
Project #: 23-04	Project Manager: Matt Cohen
MPFP:	
Funding Source(s): Fund 220 - Sewer Enterprise	User Department: Public Works

Project Costs				
Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$600,000	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$600,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$600,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$50,000</u>	
	Construction Costs:		<u>\$550,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Replacement of two existing 90-HP submersible pumps with two new/enhanced 90-HP pumps. The project would also include a new main PLC panel, a sump termination panel, instrumentation, and site electrical materials. This work is planned to be coordinated with the proposed addition of the 3rd pump in the SLPS.

Justification The Spring Lake Pump Station (SLPS) is 15 years old and still has all original equipment. The existing 90-HP pumps are nearing their end of life. Submersible sewage pumps typically have a life span between 15 and 20 years. The pumps will be 20 years old in 2026. The project also includes replacement of several electrical replacement parts, such as the PLC panel, sump termination panel, instrumentation, and site electrical panels.

Pertinent Issue: The pumps are nearing the end of their useful life and need to be replaced.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Spring Lake East Regional Pond Landscaping	Project Proponent: Spring Lake Specific Plan
Project #: 06-12	Project Manager: Chris Fong
MPFP: SD-109	User Department: Community Development
Funding Source(s): Fund 681 - SLIF Storm Drain	

Project Costs

Prior Year Allocation	Fund 681 - SLIF Storm Drain	\$0	\$0	\$0
	\$484,000			
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$484,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$484,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		\$0	
By Category:	Design Costs:		<u>\$20,000</u>	
	Construction Costs:		<u>\$464,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project will landscape the center island and western portions of the existing Spring Lake East Regional Pond. Native plants and grasses will be used to minimize future maintenance and create/maintain a natural habitat.

Justification This is the final step in the Spring Lake East Regional Pond construction project. The landscaping consists of native plants with supplemental irrigation. The project was originally approved on July 11, 2006.

Pertinent Issue: Project delayed during reconsideration of Spring Lake financing and is ready for bidding. Planting must occur at the beginning of the rainy season since native plants need rain for establishment and growth. Operating costs will be paid for by the Spring Lake L&L, and are based on the estimated landscaping maintenance costs included in the L&L formation documents. \$484,000 budgeted in between FY09 and FY10. The project was not built. Project to terminate June 20, 2018. No additional purchase orders to be issued other than PO 00072468. The City has contract with Yolo Resource Conservation District to establish landscaping around the pond. Yolo RCD's wor is to be complete by June 30, 2020 for hand-over to Public Works. Community Development and Public Works are still working to incorporate continued maintenance of the pond through the Spring Lake Landscape & Lighting District funding.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: South Urban Growth Area Drainage Study (formerly N. Gibson Ponds) **Project Proponent:** Spring Lake Specific Plan
Project #: 11-13 **Project Manager:** Tim Busch
MPPF: **User Department:** Utility Engineering
Funding Source(s): Fund 681 - SLIF Storm Drain

Project Costs				
Prior Year Allocation	Fund 681 - SLIF Storm Drain			
	\$600,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$600,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$600,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Study		<u>\$600,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The North Ponds were part of the City of Woodland's wastewater treatment system. These ponds are being repurposed for a water treatment plant pad, temporary biosolids storage, and stormwater attenuation pond that will include storm water quality treatment features. This part of the project covers the design process for the stormwater attenuation pond that will include storm water quality treatment features.

Justification Project needed to progress for a phase 1 trigger at 1,200 single-family homes and a phase 2 trigger of 2,000 single-family homes in Spring lake. During phase 1, master planning will be updated that will further define the timing and updated costs of future phases. The master planning will also address contributions from non-Spring Lake development towards project costs. For non-Spring lake development, the MPPF will likely need to be updated once project costs are updated for this project.

Pertinent Issue: Meet CEQA requirements and prevent increase in damages to downstream (Conaway Ranch). Provides stormwater impacts mitigation for all Southside development projects at a lower cost. The project funding comes from the incremental cost paid by each Spring Lake home towards offsite improvements as defined in the 1/19/2010 Council report title "Spring Lake Infrastructure Fee (SLIF) and Spring Lake Specific Plan Financing Plan Update and Urgency Resolution". Project funding will not be spent unless revenue has been collected for Spring Lake offsite improvements.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Monuments and Bus Shelters	Project Proponent:	Spring Lake Specific Plan
Project #:	14-04	Project Manager:	TBD
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 682 - SLIF Roads		

Project Costs				
	Fund 682 - SLIF Roads			
Prior Year Allocation	\$25,000	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$25,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$25,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Various entry way features and bus shelters that are required improvements for the entire Plan area.

Justification Necessary for the construction of houses in the Spring Lake Specific Plan (SLSP) Area and Master Plan Remainder Area (MPRA).

Pertinent Issue: All information is based from the 2008 (dated 11/13/2008) Spring Lake CIP update, by agreement with developers categories are fixed. 24% (of construction without contingency) soft costs (including admin, design, and inspection) are shown in other and are not broken out separately. Construction Costs include standard Contingencies of 10% or 20% based on available design detail. Costs include SLIF, Collector improvements not shown. Reference pg 85-86 of the 2008 SL CIP PN 36E.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Pioneer Avenue High School Entrance to Farmer's Central Rd	Project Proponent:	Community Development
Project #:	14-16	Project Manager:	Community Development
MPFP:		User Department:	Community Development
Funding Source(s):	Fund 682 - SLIF Roads		

Project Costs

	Fund 682 - SLIF Roads			
Prior Year Allocation	\$2,300,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,300,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,300,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$2,300,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Balance of widening Pioneer Avenue to 4 lanes after completion of 09-24; includes widening Pioneer Avenue to 4 lanes between HS entrance and Farmer's Central Road.

Justification Necessary for the construction of houses in the Spring Lake Specific Plan Area and MPRA.

Pertinent Issue: Separate cost estimate not completed yet; used remaining balance of project money after completion of 09-24. Project most likely to be completed by development of Merrit Murphey property.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: North Regional Pond and Pump Station Project **Project Proponent:** Utility Engineering
Project #: 17-21 **Project Manager:** Chris Fong
MPPF: **User Department:** Community Development
Funding Source(s): Fund 681 - SLIF Storm Drain

Project Costs				
Prior Year Allocation	Fund 681 - SLIF Storm Drain			
	\$9,000,000	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$9,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$9,000,000</u>			

Cost Estimate By Category: Pre-Design/Environmental/Studie \$0
Design Costs: \$750,000
Construction Costs: \$8,250,000
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: The North Regional Pond is located just north of the City’s Water Pollution Control Facility (WPCF). The pond was formerly used as part of the WPCF operations until the mid-1980’s. The SDMP identifies the North Regional Pond as a storm drainage mitigation feature for Spring Lake. The pump station replacement will be located on the south side of East Main Street at the South Canal. There is currently a pump station at this location although it has not been in an operable condition for the last 5-10 years. Regional Pond as a storm drainage mitigation feature for Spring Lake. The pump station replacement will be located on the south side of East Main Street at the South Canal. There is currently a pump station at this location although it has not been in an operable condition for the last 5-10 years. Staff and the City’s consultant evaluated the reuse of this facility and determined that it was less expensive to replace the pump station than to try to upgrade the existing facility.

Justification: The City has been updating the South Urban Growth Area Storm Drainage Facilities Master Plan (SUGA-SDFMP) over the past few years. The report was last revised in February 2006. An update was necessary to account for changes in hydrology, to include the changed land use due to the passage of the City’s urban limit line and to determine the most economical improvements to meet the storm drainage needs of the south urban growth area. The SPFMP evaluated several alternative drainage facilities and determined that converting an existing unused pond to storm water detention and construction of a storm drainage pump station would be the most cost effective approach. Continued development within the SUGA, which includes Spring Lake, has reached the point that the first phase of the storm drainage facilities needs to be designed and constructed.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Pertinent Issue: The (SUGA-SDFMP) project was originally included in the approved Capital Improvement Program Budget as CIP #11-13, with a total project budget of \$2,000,000, funded from the Spring Lake Infrastructure Offsite Improvement Fund. The master plan work is largely completed for a cost of approximately \$500,000. At project completion, all project funds will be returned to the fund balance. The first storm water construction project associated with the master plan update will be the design of the North Regional Pond and Pump Station. It is anticipated that the design and construction of the storm drainage facilities will cost approximately \$8,000,000. This project is the most significant of the projects recommended by the master plan, and is the only remaining drainage project that Spring Lake is required to construct.

While the Spring Lake development community is required to advance the funding for construction of this facility, the Spring Lake financing plan includes an allowance for repayment of fair share amounts from other development areas based on those that benefit from this improvement. Other development areas that will benefit from this improvement (and be obligated to pay for their fair share of its cost) include the Master Plan Remainder Area/SP-1 and the development area east of CR 102.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Harry Lorenzo Avenue between Farmers Central and Parkland **Project Proponent:** Spring Lake Specific Plan
Project #: 18-01 **Project Manager:** TBD
MPPF: **User Department:** Public Works
Funding Source(s): Fund 682 - SLIF Roads

Project Costs

	<u>Fund 682 - SLIF Roads</u>			
Prior Year Allocation	\$516,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$516,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$516,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Study		<u>\$92,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$424,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Reconstruction of Harry Lorenzo Ave. between Farmers Central and Parkland, including 12" water line and 36" and 48" storm drain line.

Justification: Necessary for the construction of houses in the Spring Lake Specific Plan (SLSP) Area and Master Plan Remainder Area (MPRA).

Pertinent Issue: All information is based from the 2008 (dated 11/13/2008) Spring Lake CIP update, by agreement with developers categories are fixed. 24% (of construction without contingency) soft costs (including admin, design, and inspection) are shown in other and are not broken out separately. Construction Costs include standard Contingencies of 10% or 20% based on available design detail. Costs include SLIF, Collector improvements not shown. Reference pg 46-48 of the 2008 SL CIP.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: GIBSON LANDSCAPE - Pioneer Avenue to Harry Lorenzo Ave **Project Proponent:** Community Development
Project #: 19-01 **Project Manager:** TBD
MPFP: SW-2
Funding Source(s): Fund 682 - SLIF Roads **User Department:** Public Works
Fund 582 - Road Development

Project Costs				
	Fund 682 - SLIF Roads	Fund 582 - Road Development		
Prior Year Allocation	\$400,000	\$57,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$400,000</u>	<u>\$57,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$457,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$45,700</u>	
	Construction Costs:		<u>\$411,300</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: 2016 Draft SL CIP Update, Project 23.

Justification: Complete landscape/walk frontage.

Pertinent Issue: Length may vary depending on phasing with ramp.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Parkland Drive between Pioneer Avenue and Harry Lorenzo Avenue **Project Proponent:** Spring Lake Specific Plan
Project #: 19-07 **Project Manager:** TBD
MPEP: **User Department:** Public Works
Funding Source(s): Fund 682 - SLIF Roads

Project Costs

	<u>Fund 682 - SLIF Roads</u>			
Prior Year Allocation	\$2,294,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,294,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,294,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$172,000</u>	
By Category:	Design Costs:		<u>\$410,000</u>	
	Construction Costs:		<u>\$1,712,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Construction of a 4-lane arterial road with landscaping, two traffic signals and a 12" water main.

Justification Necessary for the construction of houses in the Spring Lake Specific Plan (SLSP) Area and Master Plan Remainder Area (MPRA).

Pertinent Issue: All information is based from the 2008 (dated 11/13/2008) Spring Lake CIP update, by agreement with developers categories are fixed. 24% (of construction without contingency) soft costs (including admin, design, and inspection) are shown in other and are not broken out separately. Construction Costs include standard Contingencies of 10% or 20% based on available design detail. Costs include SLIF, Collector improvements not shown. Reference pg 10,11, of the 2008 SL CIP PN 8A.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: CR 25A (Meikle to Promenade) **Project Proponent:** Community Development
Project #: 19-09 **Project Manager:** TBD
MPFP: **User Department:** Public Works
Funding Source(s): Fund 682 - SLIF Roads

Project Costs

	<u>Fund 682 - SLIF Roads</u>			
Prior Year Allocation	\$1,994,000	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,994,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TOTAL \$1,994,000

Cost Estimate Pre-Design/Environmental/Studie \$0
By Category: Design Costs: \$165,000
 Construction Costs: \$1,829,000
 Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: This project includes the construction of CR 25A from Meile Ave to Promenade Dr. The project does not include the construction of the urban forest as that will be constructed by the Oyang South development project.

Justification This project is included in the SL CIP and is needed to provide adequate adequate traffic circulation.

Pertinent Issue: SLIF Roads (Set Aside) funding availability will need to be verified with the Finance Department prior to awarding a construction contract. There may be some portion of land acquisition that is needed to accommodate the proposed roundabout a the CR25A/Meikle Avenue intersection.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Heritage Parkway Pedestrian Crossing	Project Proponent:	Community Development
Project #:	19-10	Project Manager:	TBD
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 682 - SLIF Roads		

Project Costs

	Fund 682 - SLIF Roads			
Prior Year Allocation	\$170,000	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$170,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$170,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$170,000</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project includes the construction of an at grade bicycle/pedestrian crossing of Heritage Parkway (between Campos Ave and Meile Ave). The design includes pedestrian actuated push buttons. The design will need to be included in the evaluation of Spring lake overflow drainage capacity.

Justification This crossing is included in the SL CIP and is needed for adequate bicycle/pedestrian connectivity.

Pertinent Issue: .

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Spring Lake 2019 CIP Update	Project Proponent:	Community Development
Project #:	19-12	Project Manager:	TBD
MPFP:		User Department:	Community Development
Funding Source(s):	Fund 601 - Spring Lake Administration		

		Project Costs			
Prior Year Allocation	Fund 601 - Spring Lake Administration				
	\$100,000	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2020-21	\$30,000	\$0	\$0	\$0	\$0
2021-22	\$25,000	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$155,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$155,000</u>				
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$155,000</u>		
By Category:	Design Costs:		<u>\$0</u>		
	Construction Costs:		<u>\$0</u>		
	Land Acquisition:		<u>\$0</u>		

ABOUT THE PROJECT:

Project Description: Update the Spring Lake CIP and associated Spring Lake Infrastructure and SLIF fee financial analysis documents as needed to justify Spring lake Infrastructure fees.

Justification The City has an obligation to update this document based on the significant amount of construction that will be completed and accounted for over the next year.

Pertinent Issue: The City needs to keep the fee updated to make sure the correct fee is being collected.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Gibson Road Interchange Modification **Project Proponent:** Community Development
Project #: 19-13 **Project Manager:** Ed Wisniewski
MPPF: **User Department:** Public Works
Funding Source(s): Fund 682 - SLIF Roads
Fund 582 - Road Development

Project Costs

	Fund 682 - SLIF Roads	Fund 582 - Road Development		
Prior Year Allocation	\$200,000	\$35,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$1,750,000	\$0	\$0	\$0
2021-22	\$415,000	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,365,000</u>	<u>\$35,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,400,000</u>			

Cost Estimate Pre-Design/Environmental/Studie \$0
By Category: Design Costs: \$300,000
Construction Costs: \$2,100,000
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: This project includes the construction of a multi-use path, landscaping and frontage improvements on Gibson Road from the northbound ramp terminal to Harry Lorenzo Ave and the removal of the northbound free right turn at the SR 113/Gibson Road interchange.

Justification This project is included in the SL CIP and is needed for adequate bicycle/pedestrian connectivity.

Pertinent Issue: SLIF Roads (Set Aside) funding availability will need to be verified with the finance department prior to expending any projects funds. There may be some portion of Caltrans right of way that will become an excess parcel as a result of this project.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: SR 113/CR 25A Interchange Modifications, Phase 1	Project Proponent: Community Development
Project #: 20-05	Project Manager: Ed Wisniewski
MPFP:	
Funding Source(s): Fund 682 - SLIF Roads	User Department: Community Development

Project Costs

	Fund 682 - SLIF Roads			
Prior Year Allocation	\$235,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$750,000	\$0	\$0	\$0
2021-22	\$965,000	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,950,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,950,000</u>			

Cost Estimate	Pre-Design/Environmental/Studie	<u>\$0</u>
By Category:	Design Costs:	<u>\$235,000</u>
	Construction Costs:	<u>\$2,225,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The project will consist of interchange modifications to address growth related traffic demand. As the project preliminary engineering proceeds, the City will be able to define the exact interchange modifications.

Justification The project is required to meet traffic demand due to growth in Spring Lake, the Woodland Tech Park (SP-1A), Phase 1 and the south area of town.

Pertinent Issue: This project is being advanced to provide traffic capacity for Spring Lake build-out and Phase 1 of the WRTP Project.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Spring Lake Sewer Pump Station Improvements **Project Proponent:** Brent Meyer
Project #: 21-10 **Project Manager:** TBD
MPFP: **User Department:** Community Development
Funding Source(s): Fund 685 - SLIF Sanitary Sewer

Project Costs				
Prior Year Allocation	Fund 685 - SLIF Sanitary Sewer			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$50,000	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$50,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$50,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$50,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The project will place a 3rd pump at the Spring Lake Sewer Pump Station. This project may also upsize the existing pumps.

Justification: The project is required to increase sewer capacity in Spring Lake and plan for future sewer needs in the growth areas west of Spring Lake.

Pertinent Issue: Based on sewer capacity studies performed for the SP-1A project, there is a need to provide additional capacity at the Spring Lake sewer pump station. This capacity is needed to support Spring Lake and the growth areas to the west of Spring Lake. This project is included in the SL CIP set aside.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: FloodSAFE Yolo/Cache Creek Feasibility Study
Project Proponent: City Management

Project #: 09-15
Project Manager: Tim Busch

MPFP:
Funding Source(s): Fund 220 - Sewer Enterprise
Fund 581 - Storm Drain Development
User Department: Public Works

Project Costs

	Fund 220 - Sewer Enterprise	Fund 581 - Storm Drain Development		
Prior Year Allocation	\$5,050,000	\$229,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$200,000	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$5,050,000</u>	<u>\$429,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$5,479,000</u>			

Cost Estimate Pre-Design/Environmental/Study \$5,479,000

By Category:

- Design Costs: \$0
- Construction Costs: \$0
- Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: The project generally includes participation in the ongoing Lower Cache Creek Feasibility Study (LCCFS). The LCCFS is led by the Corps of Engineers and the City and DWR are non-federal sponsors. City and DWR are each responsible for 25% of study costs. The goal of LCCFS is to report a project that will provide 100-year flood protection to Woodland that also meets Federal NED requirements. The second effort is to work within the DWR Urban Flood Risk Reduction Program to evaluate a flood protection solution to flood risk from the YBWL. This effort is a partnership between the City and DWR, along with several other stakeholders to advance portions of a regional project with the goal of protecting Woodland from a 100-year event within the yolo Bypass. Portions of this effort are expected to be pass through costs funded by DWR and stakeholders.

Justification This project builds on the earlier FloodSAFE Yolo work and includes a flood management plan to address flooding potential associated with both Lower Cache Creek and the Yolo Bypass.

Pertinent Issue: The Lower Cache Creeke levee system provides less than 100-year flood protection for Woodland. The levees have capacity to protect against a 30-year storm. The Yolo Bypass West Levee (YBWL) has been decertified and by definition does not provide 100-year protection to Woodland. Portions of Woodland are located in either or both the floodplains associated with these two levee systems. The intent of the project is to develop a solution to bring the City out of floodplain. A portion of the expenses for this project will be reimbursed to the City through the UFFR.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Stormwater Quality Design Manual Update & Hydromodification Exemption Efforts Project #: 16-03 MPFP: SD-229 Funding Source(s): Fund 581 - Storm Drain Development	Project Proponent: Utility Engineering Project Manager: Chris Fong User Department: Community Development
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Project Costs

	Fund 581 - Storm Drain Development			
Prior Year Allocation	\$150,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$150,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$150,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$150,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Update the City's Stormwater Quality Design Standards to incorporate Low Impact Development Design Standards and to Obtain Exemption from the MS4 Permit Required Hydromodification Requirements.

Justification The City's Stormwater Quality Design Manual was last updated in April 2006 and needs to be updated to reflect the new MS4 permit and incorporate Low Impact Development (LID) design standards. In addition to staff and consultant efforts to update the manual, funding will be used to cover the cost of a consultant to engage RWQCB staff to obtain exemption from the MS4 Permit hydromodification requirements.

Pertinent Issue: The State Water Resources Control Board adopted the General Stormwater Phase II Small Municipal Separate Storm Sewer System (MS4) Program Permit in February 2013 and it became effective on July 1, 2013. The permit specifies that Woodland shall comply with the permit requirements pursuant to timeframes identified in the permit. By July 1, 2015, the City is to update our Stormwater Design Manual to incorporate Low Impact Design Standards. By July 1, 2016, the permit would require the City to either obtain a hydromodification exemption or require all development projects to not exceed pre-development storm runoff. Effectively this will require all development projects greater than 2,500 sf to develop on-site storage of their post-stormwater flows from the site so it does not exceed pre-development stormwater flows. Thus it is in the City's interest to obtain an exemption from the RWQCB as without an exemption, development will be harmed.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Storm Drainage Outfall Channel Outlet Structure
Project Proponent: Utility Engineering
Project #: 20-06
Project Manager: Tim Busch
MPPF:
Funding Source(s): Fund 581 - Storm Drain Development
Fund 220 - Sewer Enterprise
User Department: Community Development

Project Costs

Prior Year Allocation	Project Costs			
	Fund 581 - Storm Drain Development	Fund 220 - Sewer Enterprise		
	\$300,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$200,000	\$0	\$0
2021-22		\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal		<u>\$200,000</u>	<u>\$0</u>	<u>\$0</u>

TOTAL

Cost Estimate Pre-Design/Environmental/Study \$100,000
By Category: Design Costs: \$200,000
Construction Costs:
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: The project generally includes excavation of the YBWL and removal of the 3 48-inch diameter CMPS's and installation of 5 72-inch diameter concrete culverts. The culvert work would include sluice gates and positive closure devices to protect lands west of the YBWL from high water in the Yolo Bypass (including the City of Woodland and Conaway Ranch). A separately funded project would relocate the WPCF sewer effluent pipe that exists above the existing culverts. The project would also reconstruct the YBWL at the culvert location. The work includes significant dewatering and environmental mitigation because the existing culverts are several feet underwater on both sides of the YBWL. Environmental permitting work is expected to take between 1 and 2 year with permits required from several agencies. The proposed schedule includes beginning design and environmental permitting work in FY20 and construction in FY22.

Justification The entire City's storm drainage system outlets to the Yolo Bypass through the Outfall Channel and culverts through the Yolo Bypass West Levee (YBWL). The existing culverts were constructed around 1971 and consist of three 48-inch diameter corrugated metal pipes (CMP) with flap gates on the discharge end. Storm drainage flows have increased significantly since 1971 due to development within the City and as a result, additional capacity is needed through the culverts crossing the YBWL. Additionally, the existing CMP's have corroded and are needing to be replaced. Agreement No. 71-518, Section 2 (h) between Investment Operating Corporation, RD2035, City of Woodland, and Yolo County obligate the City and County to permit and fund replacement and expansion of the culverts.

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Pertinent Issue: Replace aging and failing storm drainage pipes and add additional capacity for storm drainage through the YBWL. A portion of the work may be funded through the Department of Water Resources (DWR) Deferred Maintenance Program and work is underway to coordinate to that end. However, the language within Agreement 71-518 may make DWR funding less likely. Project construction is anticipated to be funded from development contributions from the technology park as well as projects in the south urban growth area as defined by the South urban Growth Area - Storm Drainage Facilities master Plan (SUGA-SDFMP). Development in the northeast area may contribute to the project funding depending on their impacts to the storm drainage system.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Storm Drain Channel south of Woodland Christian School
Project Proponent: Utility Engineering

Project #: 21-07
Project Manager: TBD

MPFP:
Funding Source(s): Fund 681 - SLIF Storm Drain
User Department: Community Development

Project Costs

Prior Year Allocation	Fund 681 - SLIF Storm Drain				
	\$0	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2020-21	\$400,000	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$400,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$400,000</u>				
Cost Estimate By Category:	Pre-Design/Environmental/Studio			<u>\$0</u>	
	Design Costs:			<u>\$50,000</u>	
	Construction Costs:			<u>\$350,000</u>	
	Land Acquisition:			<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The project will construct approximately 500' of 60" storm drain pipe.

Justification: The project is required to reduce storm drainage maintenance costs by connecting two segments of storm drainage pipe, thereby eliminating a segment of storm drainage ditch.

Pertinent Issue: This project is also needed to provide a connection from the current Woodland Christian School site to their parcel on the south side of the current Farmer's Central Ditch.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: I-5/SR113 Freeway to Freeway Connectors Phase 2
Project Proponent: Brent Meyer

Project #: 00-06
Project Manager: Brent Meyer

MPFP: IGS-100

Funding Source(s): Fund 582 - Road Development
Fund 506 - Measure "E"
User Department: Community Development

	<u>Project Costs</u>			
	<u>Fund 582 - Road Development</u>	<u>Fund 506 - Measure "E"</u>		
Prior Year Allocation	\$427,000	\$45,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$6,000	\$0	\$0	\$0
2021-22	\$6,000	\$0	\$0	\$0
2022-23	\$6,000	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$445,000</u>	<u>\$45,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$490,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$490,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project includes the construction of the freeway to freeway connectors from northbound I-5 to southbound SR113.

Justification Project is needed to serve regional traffic growth and to maintain adequate level of service on Main Street and other routes that are used until the connectors are built. The project is identified in the Streets Master Plan.

Pertinent Issue: Project funding/timing has been moved out into the 10-20 year time horizon. The City is working with Caltrans and SACOG to process a cooperative agreement to maintain parcels that have been acquired and to reallocate funding to the East Main Street project (CIP 13-05). The reallocated funding is already included in Fund 351 of the East Main Street Project. MSE funding was used for a lobbyist to assist with seeking federal project funding. Caltrans has informed the City that they no longer want to maintain the parcels. The City has processed an agreement so that the City can maintain the acquired parcels. Without this agreement, Caltrans would be required to sell the parcels. Funding has been added to maintain the parcels.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Traffic Engineering Services
Project #: 02-28
MPFP: TES-100
Funding Source(s): Fund 582 - Road Development

Project Proponent: Katie Wurzel
Project Manager: Katie Wurzel
User Department: Community Development

		<u>Project Costs</u>			
Prior Year Allocation	Fund 582 - Road Development				
	\$0	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2020-21	\$40,000	\$0	\$0	\$0	\$0
2021-22	\$40,000	\$0	\$0	\$0	\$0
2022-23	\$40,000	\$0	\$0	\$0	\$0
2024-25	\$40,000	\$0	\$0	\$0	\$0
2025-26	\$40,000	\$0	\$0	\$0	\$0
Subtotal	<u>\$200,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$200,000</u>				
Cost Estimate	Pre-Design/Environmental/Studies		<u>\$200,000</u>		
By Category:	Design Costs:		<u>\$0</u>		
	Construction Costs:		<u>\$0</u>		
	Land Acquisition:		<u>\$0</u>		

ABOUT THE PROJECT:

Project Description: Examples of this could include but are not limited to the following: Traffic Safety Commission support, speed zone studies, traffic counts, customer requests. The cost could include the traffic engineering analysis, design or construction of minor traffic improvements (i.e. signing/stripping or new stop signs)

Justification New development increases traffic volume requiring more traffic engineering services to address requests for traffic calming, new traffic control devices, signal timing revision etc.

Pertinent Issue: This project is funded at \$40,000 each year, but previous years funding does not carry forward.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Measure E/Measure F - Planning-
Management

Project Proponent: Katie Wurzel

Project #: 06-06

Project Manager: Katie Wurzel

MPFP:

Funding Source(s): Fund 507 - Measure "F"

User Department: Community Development

Project Costs

	<u>Fund 507 - Measure "F"</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$50,000	\$0	\$0	\$0
2021-22	\$50,000	\$0	\$0	\$0
2022-23	\$50,000	\$0	\$0	\$0
2024-25	\$50,000	\$0	\$0	\$0
2025-26	\$50,000	\$0	\$0	\$0
Subtotal	<u>\$250,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$250,000</u>			

Cost Estimate Pre-Design/Environmental/Studie \$250,000

By Category: Design Costs: \$0

Construction Costs: \$0

Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Funding to support the planning and management of the Measure E/F Road Program and the projects associated with the program. This funding is used to purchase pavement software, perform yearly road inspections, update Micropaver, scope future road rehabilitation projects and perform other program related needs.

Justification This funding supports the program as a whole and allows the independent funding of required aspects that are not project specific

Pertinent Issue: MSF now continues the road work planning, management and maintenance that MSE was previously responsible for.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Annual In-House Road Program Support **Project Proponent:** Katie Wurzel
Project #: 06-14 **Project Manager:** Katie Wurzel
MPFP: **User Department:** Public Works
Funding Source(s): Fund 507 - Measure "F"

Project Costs				
	Fund 507 - Measure "F"			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$750,000	\$0	\$0	\$0
2021-22	\$750,000	\$0	\$0	\$0
2022-23	\$1,000,000	\$0	\$0	\$0
2024-25	\$1,000,000	\$0	\$0	\$0
2025-26	\$1,000,000	\$0	\$0	\$0
Subtotal	<u>\$4,500,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$4,500,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studie		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:			
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Fund material and labor for work done by in-house road crews for road program support including preparatory work for the annual road maintenance and rehabilitation projects as well as maintenance work done throughout the City.

Justification: Council direction from meeting on 10-02-07. Help alleviate the funding shortfall from outside sources and to provide maintenance work at a lower overall cost.

Pertinent Issue: The Council approved this funding contingent upon City staff preparing yearly reporting as to the cost effectiveness of using in-house staff. The operational costs are included in the cost of ownership of maintaining the City's roadway system. Funding does not carry forward from year to year. For FY20-FY23, assuming \$500K to balance street maintenance funding and \$250K for materials.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: East Main Street Improvement Project **Project Proponent:** Katie Wurzel
Project #: 13-05 **Project Manager:** Diana Ayon
MPFP: **User Department:** Community Development
Funding Source(s): Fund 351- Transportation Grants
Fund 361 - RMRA
Fund 210 - Water Enterprise

Prior Year Allocation	Project Costs			
	Fund 351- Transportation Grants	Fund 361 - RMRA	Fund 210 - Water Enterprise	Fund 220 - Sewer
	\$2,956,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$369,000	\$50,000	\$50,000
2021-22	\$3,046,000	\$1,000,000	\$0	\$0
2022-23	\$0	\$300,000	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$6,002,000</u>	<u>\$1,669,000</u>	<u>\$50,000</u>	<u>\$50,000</u>
TOTAL	<u>\$7,771,000</u>			

Cost Estimate Pre-Design/Environmental/Studies \$0
By Category: Design Costs: \$550,000
Construction Costs: \$7,221,000
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Project will install bike lanes on Main Street and curb and gutter, landscape, fencing, irrigation and storm drainage on the north side of East Main Street between Pioneer Avenue and East Street. Project also includes an off-street bike path from Pioneer to Matmor.

Justification Project is consistent with the Bicycle Transportation Plan and is needed to improve intra city bikeways, which are required before support will be given for the Woodland-Davis bikeway. Project also improves the blighted entrance to downtown and screens the railroad tracks along Main Street

Pertinent Issue: Project will improve bicycle interconnectivity of Woodland by providing bke lanes on Main Street between Pioneer Avenue and East Street. Project will also enhance the appearance of East Main Street. Some of the 351 funding comes from de-programming of the I-5/SR 113, \$1.08 M from SACOG Bike/Ped & local/regional grant. Construction is delayed until 2017/18 to match SACOG funding availability. \$100,000 was awarded from a Community Design SACOG Grant in the FY16 funding cycle. The City received \$265,000 of SHOPP funding from Caltrans for improvements on the I-5 On-ramp that will be constructed with the project.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Install traffic signal at Freeway Drive & E. Main Street **Project Proponent:** Katie Wurzel
Project #: 16-02 **Project Manager:** Katie Wurzel
MPFP: TBD
Funding Source(s): Fund 582 - Road Development **User Department:** Community Development

Project Costs				
Prior Year Allocation	Fund 582 - Road Development			
	\$450,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$450,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$450,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$40,000</u>	
	Construction Costs:		<u>\$410,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Install traffic signal at Freeway Drive and E. Main Street.

Justification The project is identified as a mitigation for development on Freeway Drive.

Pertinent Issue: Completion will be dependent upon traffic volumes, delay or queuing exceeding appropriate levels of service.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Install Traffic Signal at Kentucky/Cottonwood	Project Proponent: Katie Wurzel
Project #: 17-02	Project Manager: Katie Wurzel
MPFP: NTS-20	
Funding Source(s): Fund 582 - Road Development	User Department: Community Development

Project Costs

	Fund 582 - Road Development			
Prior Year Allocation	\$450,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$450,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$450,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$40,000</u>	
	Construction Costs:		<u>\$410,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Install traffic signal at Kentucky Ave. and Cottonwood St. Widening not included, adequate road width for installation of a left turn lane (WB). May need small ROW take to set pole on north side of intersection.

Justification The project is identified in the Streets Master Plan and the MPFP.

Pertinent Issue: The construction of this project is a condition of the Westwood II project.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Sports Park Drive Pedestrian Overcrossing **Project Proponent:** Brent Meyer
Project #: 17-22 **Project Manager:** Sara Andreotti
MPFP: IGS-102
Funding Source(s): Fund 501 - Capital Projects **User Department:** Community Development
Fund 593 - Gibson Ranch Infrastructure
Fund 582 - Road Development

	Project Costs			
	Fund 501 - Capital Projects	Fund 593 - Gibson Ranch Infrastructure	Fund 582 - Road Development	
Prior Year Allocation	\$150,000	\$800,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$1,500,000	\$650,000	\$0	\$0
2021-22	\$2,010,000	\$0	\$500,000	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,660,000</u>	<u>\$1,450,000</u>	<u>\$500,000</u>	<u>\$0</u>
TOTAL	<u>\$5,610,000</u>			

Cost Estimate Pre-Design/Environmental/Studie \$0
By Category: Design Costs: \$950,000
Construction Costs: \$4,560,000
Land Acquisition: \$100,000

ABOUT THE PROJECT:

Project Description: Construct a bicycle/pedestrian overcrossing over SR113 along the Sports Park Drive/Farmers Central Road Alignment.

Justification This project is needed to complete a bicycle/pedestrian connection along the south side of town from CR102 to Ashley Avenue. This will enable residents to access the existing north/south bike lane corridors throughout the City. This project will provide bicycle/pedestrian access to the Community Center/Sports Park and to the growth areas on the east side of SR113.

Pertinent Issue: The project has approximately \$3.66 Million in developer funding expected through individual project development agreements and reallocated Spring Lake Transit Funding. The Gibson Ranch Infrastructure Fund remaining balance will be allocated to this project. The project landscaping is not currently funded. Staff will add this cost to the SLIF set aside if sufficient funding is available

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Matmor Rd & E. Gum Ave Rehab (2020 Road Rehabilitation) **Project Proponent:** Katie Wurzel
Project #: 19-05 **Project Manager:** TBD
MPFP: **User Department:** Public Works
Funding Source(s): Fund 361 - RMRA
Fund 507 - Measure "F"
Fund 506 - Measure "E"

	Project Costs				
	Fund 361 - RMRA	Fund 507 - Measure "F"	Fund 506 - Measure "E"	Fund 220 - Sewer	Fund 210 Water
Prior Year Allocation	\$5,000	\$0	\$0	\$0	
Fiscal Year					
2020-21	\$731,000	\$1,416,000	\$2,453,000	\$0	
2021-22	\$700,000	\$0	\$500,000	\$0	
2022-23	\$260,000	\$0	\$0	\$100,000	\$100,000
2024-25	\$1,300,000	\$500,000	\$0	\$0	
2025-26	\$1,400,000	\$1,100,000	\$0	\$0	
Subtotal	<u>\$4,396,000</u>	<u>\$3,016,000</u>	<u>\$2,953,000</u>	<u>\$100,000</u>	<u>\$100,000</u>
TOTAL	<u>\$10,465,000</u>				

Cost Estimate Pre-Design/Environmental/Studies \$100,000
By Category: Design Costs: \$500,000
Construction Costs: \$9,965,000 \$ 10,065,000
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Project will rehabilitate Matmor Road from E. Main Street to Gibson Road and Gum Avenue from East Street to Matmor Road. Improvements include rehabilitation of the existing asphalt roadway, repair of damaged curb, gutter and sidewalk as needed and improvements to ADA access at intersections within the corridors. The project will widen and improve delineation of the existing bike lanes to encourage bicycle transportation to nearby shopping centers and elementary schools within the project area. The estimated useful life of the project is 15-20 years.

Justification Matmor Road and Gum Avenue are known to be failing and are identified in the City's Pavement Management System as having PCI less than or equal to 55. The roadways are both corridors that carry significant local and regional vehicular traffic as well as local bicycle traffic accessing adjacent neighborhoods, shopping centers, schools, parks and the Yolo County Fairgrounds.

Pertinent Issue: The project will repair existing failing roadways within the City. Work will be coordinated with major utility repair work to maximize cost efficiencies for the road and utility programs. Revenue projections for RMRA are as follows: FY18: \$325,000 (actual received \$349,323), FY19: \$900,000 (actual received \$1,108,104), FY20: \$1 million, FY21: \$1.14 million. This project will likely begin construction in FY23 and conclude in FY24. This allows adequate revenue to build project in its entirety.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Traffic Calming Program	Project Proponent: City Management
Project #: 19-06	Project Manager: Katie Wurzel
MPFP:	User Department: Community Development
Funding Source(s): Fund 501 - Capital Projects	

Project Costs				
Prior Year Allocation	Fund 501 - Capital Projects			
	\$200,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$50,000	\$0	\$0	\$0
2021-22	\$50,000	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$300,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$300,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies		<u>\$0</u>	
	Design Costs:		<u>\$250,000</u>	
	Construction Costs:		<u>\$50,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project will fund an annual traffic calming improvement program. Funding would only be used in years where traffic calming requests are received, vetted and warranted.

Justification Project will provide limited funding for traffic calming improvements deemed critical.

Pertinent Issue: The City frequently receives complaints about the impacts of increased traffic on neighborhood streets. With these complaints comes a request for traffic calming (speed humps, circles, chicanes, etc.) While the City has a traffic calming warrant evaluation program, there has not been a funding source for improvements.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Gibson Road Bicycle/Pedestrian Mobility Project - East to West Street
Project Proponent: Katie Wurzel
Project #: 20-01
Project Manager: Diana Ayon
MPFP:
Funding Source(s): Fund 351- Transportation Grants
Fund 507 - Measure "F"
Fund 361 - RMRA
User Department: Community Development

Prior Year Allocation	Project Costs					
	Fund 351- Transportation Grants	Fund 507 - Measure "F"	Fund 361 - RMRA	Fund 506 - Measure "E"	Fund 210 Water	Fund 220 Sewer
	\$0	\$0	\$500,000	\$0		
Fiscal Year						
2020-21	\$3,933,000	\$1,700,000	\$0	\$0	\$ 210,000	\$ 100,000
2021-22	\$0	\$60,000	\$0	\$1,063,617		
2022-23	\$0	\$0	\$640,000	\$0		
2024-25	\$0	\$0	\$0	\$0		
2025-26	\$0	\$0	\$0	\$0		
Subtotal	<u>\$3,933,000</u>	<u>\$1,760,000</u>	<u>\$1,140,000</u>	<u>\$1,063,617</u>	<u>\$ 210,000</u>	<u>\$ 100,000</u>
TOTAL	<u>\$7,896,617</u>					

Cost Estimate Pre-Design/Environmental/Studie \$10,000
By Category: Design Costs: \$590,000
Construction Costs: ~~\$7,606,617~~ \$ 7,916,617
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Project will rehabilitate the pavement on Gibson Road between East and West Streets. Improvements include pavement rehabilitation, improved bike lanes, sidewalk repairs, ADA ramp improvements and traffic signal improvements.

Justification Part of the on-going pavement rehabilitation program.

Pertinent Issue: Project was awarded grant funding through the 2018 SACOG Local Regional Funding round. State/Federal funding source has yet to be determined. The total grant amount is \$3.933 M. Grant match will be \$1.7M of MSF funding.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2021 Road Maintenance	Project Proponent: Katie Wurzel
Project #: 20-02	Project Manager: TBD
MPPF:	User Department: Public Works
Funding Source(s): Fund 507 - Measure "F" Fund 506 - Measure "E" Fund 210 - Water Enterprise	

	Project Costs			
	Fund 507 - Measure "F"	Fund 506 - Measure "E"	Fund 210 - Water Enterprise	•
Prior Year Allocation	\$200,000	\$94,262	\$63,976	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$1,340,000	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,540,000</u>	<u>\$94,262</u>	<u>\$63,976</u>	<u>\$0</u>
TOTAL	<u>\$1,698,238</u>			

Cost Estimate	Pre-Design/Environmental/Studie	\$0
By Category:	Design Costs:	<u>\$200,000</u>
	Construction Costs:	<u>\$1,340,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Road maintenance consists of slurry seal, microsurfacing, cape seals or other pavement surface seal work. The City typically performs road maintenance on street segments designated as local streets.

Justification Addressing ongoing street maintenance.

Pertinent Issue: These annual projects will maintain a zone of the City each year according to the schedule laid out in the Road Report. Work in the yearly zone will be coordinated with the City's utility branch in order to reduce disruption to the residents.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: E. Gibson Road/Harry Lorenzo Ave/Bourn Drive Traffic Signal **Project Proponent:** Brent Meyer
Project #: 20-04 **Project Manager:** TBD
MPFP: NTS-300
Funding Source(s): Fund 582 - Road Development **User Department:** Public Works

Project Costs

Prior Year Allocation	Fund 582 - Road Development			
	\$100,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$700,000	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$800,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$800,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studie		<u>\$0</u>	
	Design Costs:		<u>\$80,000</u>	
	Construction Costs:		<u>\$720,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project includes placing a traffic signal at the Bourn Drive/E. Gibson Road/Harry Lorenzo Avenue intersection. The signal will need to provide emergency vehicle access due to its proximity to the fire station. Included in the cost of the signal is the connection of signal interconnect/fiber conduit to the Pioneer Avenue/E. Gibson Avenue signal. This will be used to connect the fire station and the signal to the citywide fiber network. The project also includes the modification of the median island on E. Gibson Road in order to accommodate eastbound/westbound left turn lanes.

Justification: This signal is required to provide access for the future fire station planned for the northeast corner of the Bourn Drive/E. Gibson Road/Harry Lorenzo Avenue intersection. It is also needed to provide vehicle access for Spring Lake and the Tech Park.

Pertinent Issue: A portion of the project funding will likely be needed in the near term in order to reimburse any advanced underground work associated with the development south of E. Gibosn Road from Harry Lorenzo Avenue to Pioneer Avenue.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: W. Gibson Road Safe Routes to School - West Street to CR 98 **Project Proponent:** Katie Wurzel
Project #: 20-08 **Project Manager:** Diana Ayon
MPPF: **User Department:** Public Works
Funding Source(s): Fund 351- Transportation Grants
Fund 361 - RMRA
Fund 506 - Measure "E"

Project Costs

	Fund 351- Transportation Grants	Fund 361 - RMRA	Fund 506 - Measure "E"	Fund 507 - Measure "F"	Fund 210 Water	Fund 220 Sewer
Prior Year Allocation	\$600,000	\$77,700	\$0	\$0		
<u>Fiscal Year</u>						
2020-21	\$3,216,000	\$1,200,000	\$300,000	\$0	\$50,000	\$50,000
2021-22	\$0	\$0	\$0	\$210,000		
2022-23	\$0	\$0	\$0	\$550,000		
2024-25	\$0	\$0	\$0	\$0		
2025-26	\$0	\$0	\$0	\$0		
Subtotal	<u>\$3,816,000</u>	<u>\$1,277,700</u>	<u>\$300,000</u>	<u>\$760,000</u>	<u>\$50,000</u>	<u>\$50,000</u>
TOTAL	<u>\$6,153,700</u>					

Cost Estimate Pre-Design/Environmental/Study \$0
By Category: Design Costs: \$677,700
Construction Costs: ~~\$4,916,000~~ \$5,016,000
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Project will rehabilitate the pavement on W. Gibson Road between West Street and CR 98. Improvements include pavement rehabilitation, improved bike lanes, narrowed travel lanes, sidewalk repairs, ADA ramps, signal improvements, road diet and a pedestrian actuated lighted crossing at California.

Justification The pavement on Gibson Road is failing beyond maintenance levels.

Pertinent Issue: Project was awarded grant funding through the 2018 and 2019 SACOG funding rounds and received a total State/Federal grant amount of \$3,816,000.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2020 ADA Improvements
Project #: 20-09
MPFP:
Funding Source(s): Fund 320 - CDBG
Fund 210 - Water Enterprise

Project Proponent: Katie Wurzel
Project Manager: Diana Ayon
User Department: Public Works

Project Costs

	<u>Fund 320 - CDBG</u>	<u>Fund 210 - Water Enterprise</u>		
Prior Year Allocation	\$205,000	\$25,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$205,000</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$230,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$25,000</u>	
	Construction Costs:		<u>\$205,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Construct ADA improvements - curb ramps, driveways and sidewalk to improve existing pedestrian paths in compliance with the ADA and the City's transition plan.

Justification CDBG funded project to bring corners into ADA compliance

Pertinent Issue:

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2021 ADA Improvements
Project #: 21-06
MPFP:
Funding Source(s): Fund 320 - CDBG
Fund 210 - Water Enterprise

Project Proponent: Katie Wurzel
Project Manager: Diana Ayon
User Department: Public Works

Project Costs

	Fund 320 - CDBG	Fund 210 - Water Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$200,000	\$25,000	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$200,000</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$225,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		\$0	
By Category:	Design Costs:		\$25,000	
	Construction Costs:		\$200,000	
	Land Acquisition:		\$0	

ABOUT THE PROJECT:

Project Description: Construct ADA improvements - curb ramps, driveways and sidewalk to improve existing pedestrian paths in compliance with the ADA and the City's transition

Justification CDBG funded project to bring corners into ADA compliance.

Pertinent Issue:

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Local Roadway Safety Plan Project	Project Proponent:	Katie Wurzel
Project #:	21-13	Project Manager:	Sara Andreotti
MPFP:		User Department:	Community Development
Funding Source(s):	Fund 351- Transportation Grants Fund 507 - Measure "F"		

Project Costs

	Fund 351- Transportation Grants	Fund 507 - Measure "F"		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$56,700	\$3,000	\$0	\$0
2021-22	\$0	\$7,000	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$56,700</u>	<u>\$10,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$66,700</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$50,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The goal of the project is to expand the City's Systemic Safety Analysis Report, concluded in early 2020 and develop an LRSP. Included in the scope of the LRSP are the following: identify key stakeholders and engage them in the development of the LRSP; update collision data; reevaluate and update countermeasures if necessary and develop an Implementation Plan consistent with the LRSP.

Justification The goal of the Roadway Safety Plan (LRSP) grant is to help local agencies identify safety projects to submit for HSIP funding consideration. The City was awarded \$56,700 in LRSP funding with a \$10,000 local match.

Pertinent Issue: HSIP Cycle 11 will be required for an agency to be able to apply for HSIP funding.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	2022 ADA Improvements	Project Proponent:	Katie Wurzel
Project #:	22-01	Project Manager:	Diana Ayon
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 320 - CDBG Fund 210 - Water Enterprise		

Project Costs

	Fund 320 - CDBG	Fund 210 - Water Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$200,000	\$25,000	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$200,000</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>

TOTAL \$225,000

Cost Estimate	Pre-Design/Environmental/Study	<u>\$0</u>
By Category:	Design Costs:	<u>\$25,000</u>
	Construction Costs:	<u>\$200,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Construct ADA improvements - curb ramps, driveways and sidewalk to improve existing pedestrian paths in compliance with the ADA and the City's transition plan.

Justification CDBG funded project to bring corners into ADA compliance.

Pertinent Issue:

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	2021 Road Maintenance/Rehabilitation	Project Proponent:	Katie Wurzel
Project #:	22-06	Project Manager:	TBD
MPPF:		User Department:	Public Works
Funding Source(s):	Fund 507 - Measure "F" Fund 210 - Water Enterprise		

Prior Year Allocation	Project Costs			
	Fund 507 - Measure "F"	Fund 210 - Water Enterprise		
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$100,000	\$25,000	\$0	\$0
2022-23	\$1,000,000	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,100,000</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,125,000</u>			

Cost Estimate	Pre-Design/Environmental/Studie	<u>\$0</u>
By Category:	Design Costs:	<u>\$200,000</u>
	Construction Costs:	<u>\$925,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

**Project
Description:**

Justification Addressing ongoing street maintenance.

Pertinent Issue: These annual projects will maintain a zone of the City each year according to the schedule laid out in the Road Report. Work in the yearly zone will be coordinated with the City's utility branch in order to reduce disruption to the residents.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2023 Road Maintenance
Project #: 23-01
MPFP:
Funding Source(s): Fund 507 - Measure "F"

Project Proponent: Katie Wurzel
Project Manager: Diana Ayon
User Department: Public Works

Project Costs

	<u>Fund 507 - Measure "F"</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$100,000	\$0	\$0	\$0
2024-25	\$1,000,000	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,100,000</u>			

Cost Estimate	Pre-Design/Environmental/Studie	<u>\$0</u>
By Category:	Design Costs:	<u>\$100,000</u>
	Construction Costs:	<u>\$1,000,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Road maintenance consisting of slurry seal, microsurfacing, cape seals or other pavement surface treatments.

Justification Addressing ongoing pavement maintenance.

Pertinent Issue: These annual projects will maintain a zone of the City each year according to the schedule laid out in the Road Report. Work in the yearly zone will be coordinated with the City's utility branch in order to reduce disruption to the residents.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2024 Road Maintenance
Project #: 24-01
MPFP:
Funding Source(s): Fund 507 - Measure "F"

Project Proponent: Katie Wurzel
Project Manager: Diana Ayon
User Department: Public Works

Project Costs				
	Fund 507 - Measure "F"			
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$100,000	\$0	\$0	\$0
2025-26	\$1,000,000	\$0	\$0	\$0
Subtotal	<u>\$1,100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,100,000</u>			

Cost Estimate	Pre-Design/Environmental/Studie	<u>\$0</u>
By Category:	Design Costs:	<u>\$100,000</u>
	Construction Costs:	<u>\$1,000,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Road maintenance consisting of slurry seal, microsurfacing, cape seals or other pavement surface treatments.

Justification Addressing on-going pavement maintenance.

Pertinent Issue: These annual projects will maintain a zone of the City each year according to the schedule laid out in the Road Report.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Planning Analysis Studies
Project #: 95-24
MPFP: TP-3
Funding Source(s): Fund 582 - Road Development

Project Proponent: Brent Meyer
Project Manager: Katie Wurzel
User Department: Public Works

		<u>Project Costs</u>			
		<u>Fund 582 - Road Development</u>			
<u>Prior Year Allocation</u>					
	\$0	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2020-21	\$40,000	\$0	\$0	\$0	\$0
2021-22	\$40,000	\$0	\$0	\$0	\$0
2022-23	\$40,000	\$0	\$0	\$0	\$0
2024-25	\$40,000	\$0	\$0	\$0	\$0
2025-26	\$40,000	\$0	\$0	\$0	\$0
Subtotal	<u>\$200,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$200,000</u>				
Cost Estimate	Pre-Design/Environmental/Studie			<u>\$0</u>	
By Category:	Design Costs:			<u>\$0</u>	
	Construction Costs:			<u>\$0</u>	
	Land Acquisition:			<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project includes studies necessary to implement various Specific Plans, the General Plan, and examine the proposed circulation changes to support future development. Studies may include, but are not limited to parking plans, signal coordination plans, traffic impact studies, and proposed circulation changes and may be more than \$20,000, but are assumed to have an average cost of \$20,000. This project can also be used to plan and perform preliminary engineering for future projects (so that we can have "shelf-ready" projects.)

Justification This project is required to support City projects with transportation and traffic data and analysis during planning and design phases.

Pertinent Issue: FY 14 priority will be on an update to the Bicycle Master Plan and performing miscellaneous traffic counts as needed to monitor circulation.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: New Traffic Signal - CR102 and Kentucky Avenue
Project Proponent: Katie Wurzel
Project #: TRANS-062
Project Manager: TBD
MPFP:
Funding Source(s): Fund 582 - Road Development
User Department: Public Works

<u>Project Costs</u>				
<u>Prior Year Allocation</u>	<u>Fund 582 - Road Development</u>			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$525,000	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$525,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$525,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$75,000</u>	
	Construction Costs:		<u>\$450,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Install new traffic signal at CR 102 and Kenucky Avenue.

Justification: Install traffic signal based upon meting signal warrants.

Pertinent Issue: Increased traffic volumes in the area due to build out trigger signal warrants.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Water System Leak Detection, Maintenance & Repairs
Project #: 09-23
MFPF:
Funding Source(s): Fund 210 - Water Enterprise

Project Proponent: Utility Engineering
Project Manager: Tim Busch
User Department: Public Works

Project Costs				
	Fund 210 - Water Enterprise			
Prior Year Allocation	\$2,756,881	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$138,017	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,894,898</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,894,898</u>			
Cost Estimate	Pre-Design/Environmental/Studies			<u>\$0</u>
By Category:	Design Costs:			
	Construction Costs:		<u>\$2,894,898</u>	
	Land Acquisition:			<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Conduct repairs and install upgrades to the City's water system as part of the annual repair and upgrade work. Project may include the following types of work: elimination of undersized pipes, rehabilitation of unlined cast iron pipe, replacement of rusted service lines, elimination of pipe looping deficiencies, and valve replacement.

Justification Water mains and valves must be repaired on an on-going basis. The water distribution system is evaluated and coordinated with the street rehab work to minimize cost and damage to the streets. The City has over 24 miles of 2-inch diameter water pipes constructed prior to 1965, in addition to several miles of older water mains dating back to the early 1900's.

Pertinent Issue: Efforts will be made to coordinate work with sanitary sewer repairs and road rehabilitation work; however, depending upon the criticality of various water related issues, timing may not always coincide.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Chromium 6 Investigations	Project Proponent: Utility Engineering
Project #: 15-04	Project Manager: Tim Busch
MPFP:	
Funding Source(s): Fund 210 - Water Enterprise	User Department: Public Works

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$75,000	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$75,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$75,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$75,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Develop a plan to comply with the new Chromium 6 MCL. The plan will evaluate the City's water supply portfolio utilizing surface water, native wells, and ASR wells to meet City water demands to meet the new MCL. The plan is expected to include preliminary design work on conjunctive use of 3 existing wells with surface water and ASR wells and also include coordination with CDPH on testing stations. The plan will also evaluate compliance with the MCL with the four quarter running average reporting requirement.

Justification CDPH will issue a new Maximum Contaminant Limit (MCL) for Chromium 6 that is likely below the groundwater wells existing concentrations. The draft MCL is 10 ppb, City average concentration is 19 ppb. This project will develop a plan to comply with the new MCL while providing an adequate supply of safe drinking water and minimizing costs.

Pertinent Issue: Complicance with the new state Chromium 6 MCL.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: ASR Wells #31	Project Proponent: Utility Engineering
Project #: 17-05	Project Manager: Tim Busch
MPFP:	
Funding Source(s): Fund 210 - Water Enterprise	User Department: Public Works

Project Costs				
Prior Year Allocation	Fund 210 - Water Enterprise			
	\$5,557,000	\$0	\$0	\$0
Fiscal Year				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$5,557,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$5,557,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$445,000</u>	
	Construction Costs:		<u>\$5,112,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The new ASR well would replace the existing Well 6, which was constructed in 1976. The site is adjacent to the transmission main on West Street and will effectively distribute water on the west side of the City. The site is also expected to be a good producing aquifer. The project involves drilling a new well and construction on the ASR capable well and pumphouse. The ASR well is anticipated to utilize the design of Well 29 with minor modifications. The work will be completed in 2 bid packages, one for the below ground well work and the second for the well equipping and pumphouse.

Justification Construction of Aquifer Storage and Recover (ASR) capable wells was evaluated as a component of the surface water project with three ASR wells anticipated initially. Wells #28,#29, and #30. Ultimately 4 ASR wells are needed. The intent is to use ASR wells in conjunction with blending wells and WDCWA surface water to meet the City's water demands.

Pertinent Issue: ASR is planned to be part of the City's water supply portfolio. ASR wells provide long term storage for large quantities of Sacramento River water to be used to meet peak demands and during droughts. A large portion of the City has water mains well over 50-years old and unlined cast iron pipes. These pipes do not react well with changes in water chemistry. The native groundwater is more corrosive than surface water and will contribute to destabilization of the existing pipe scale if use din the distribution system directly. Wate chemistry the contribues to corrosion include: ORP in native groundwater is 2.5 times surface water, chlorides levels in native groundwater are 3.6 times surface water, and salinity in native groundwater is 4 times surface water. Additonally, hardness in native

CITY OF WOODLAND
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groundwater is 6.5 times that of surface water, which in combination with other constituents found in groundwater, would be immediately noticed by customers if used. The use of native groundwater wells directly into the distribution system is planned for emergency use only or during severe droughts. The plan instead is to utilize surface water from WDCWA, blending wells, and ASR wells to meet the City's needs.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2019 Water Main Replacement Project
Project #: 19-15
MPFP:
Funding Source(s): Fund 210 - Water Enterprise

Project Proponent: Utility Engineering
Project Manager: Tim Busch
User Department: Public Works

Project Costs				
Prior Year Allocation	Fund 210 - Water Enterprise			
	\$200,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$200,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$200,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Study		\$0	
	Design Costs:		<u>\$200,000</u>	
	Construction Costs:			
	Land Acquisition:		\$0	

ABOUT THE PROJECT:

Project Description: Based on the prioritization, this project was designed to repair and replace water mains and laterals in a residential area between CR24A and Gibson Road including 6th Street, Archer Street, Archer Pl, Donner, Sherman, and a portion of El Dorado. This is an area with two-inch (2") cast iron water mains located behind sidewalks and a high frequency of water main breaks and water quality issues. The project will construct new eight-inch (8") mains in the street and connect the residences with new polyethylene services. Approximately 7,000 lineal feet of water main and 150 residential services will be

Justification City Engineering and Operations staff identified several locations in the City that have the greatest occurrence of water main and lateral breaks and leaks, and prioritized the areas for repair and replacement. The areas prioritized for replacement are streets with two-inch (2") cast iron water mains located behind sidewalks. The majority of these water mains were constructed between 1917 and 1954 and are in need of replacement. The 2" water mains have been experiencing an increasing number of breaks in recent years. The City has approximately 130,000 lineal feet of streets with 2" diameter cast iron pipe that were installed prior to 1965. This is the third phase of a multi-year project which will annually identify locations for water and sewer repair and replacement.

Pertinent Issue: Current funding is for design only. Staff will be requesting approximately \$2.8 million in construction funding in fall 2018 once an engineer's estimate is complete.

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Project Name: 2021 Water & Sewer Repair & Replacement (Gum & Marshall)

Project Proponent: Utility Engineering

Project #: 20-14

Project Manager: Tim Busch

MPFP:

Funding Source(s): Fund 210 - Water Enterprise
Fund 220 - Sewer Enterprise

User Department: Community Development

Project Costs

Prior Year Allocation	Project Costs			
	Fund 210 - Water Enterprise	Fund 220 - Sewer Enterprise		
	\$200,000	\$200,000	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$2,700,000	\$2,450,000	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,900,000</u>	<u>\$2,650,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$5,550,000</u>			

Cost Estimate	Pre-Design/Environmental/Studio	<u>\$0</u>
By Category:	Design Costs:	<u>\$400,000</u>
	Construction Costs:	<u>\$5,150,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Based on the prioritization, this project was designed to repair and replace the water mains and laterals on Marshall Ave. between College and Fourth Streets and on Gum Ave. between Thomas and Fourth Streets as well as some of the sewer mains.

Justification This project will replace 65-year old water mains in the streets. Problematic 2" diameter cast iron service mains buried at the back of sidewalk that are prone to breaking will also be eliminated. New polyethylene services will be constructed from the new water mains to existing meters. This project will also replace the 100-year old sewer collection system which contains multiple defects as well as work towards alleviating the deficient sewer upstream on Pendegast with new PVC pipes.

Pertinent Issue: Reallocate sewer flow capacity and replace aging and failing water distribution and sewer collection facilities.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	2022 Water & Sewer Repair & Replacement (Pendegast & College)	Project Proponent:	Utility Engineering
Project #:	21-01	Project Manager:	Tim Busch
MPFP:		User Department:	Community Development
Funding Source(s):	Fund 210 - Water Enterprise Fund 220 - Sewer Enterprise		

Project Costs

	Fund 210 - Water Enterprise	Fund 220 - Sewer Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$3,140,000	\$1,600,000	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,140,000</u>	<u>\$1,600,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$4,740,000</u>			

Cost Estimate	Pre-Design/Environmental/Studie	\$0
By Category:	Design Costs:	<u>\$300,000</u>
	Construction Costs:	<u>\$4,440,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: This project will repair and replace the water mains and laterals on Pendegast St. from McKinley Ave. to Fourth St., on Elm St. from Pendegast to Cross Streets, on College St. from Marshall Ave. to Pendegast St., and on Fourth St. between Gum Ave. and Pendegast St. This is an area with 2" cast iron water mains located behind sidewalks with typically an 8" diameter main in the street. These mains are notorious for problems such as breaks and leaks. Approximately 5,940 linear feet of mainline water pipe will be replaced by this project. The existing sewer system on Pendegast St. consists of a single, shallow-buried 6" sewer collection main. This main needs to be replaced with a deeper pipeline in order to achieve acceptable slope conditions. In addition, this sewer is more than 119 years old and contains significant defects that need to be addressed. The sewer work will involve construction of more than 3,000 linear feet of new sewer main and 50 laterals.

Justification This project is part of an ongoing multi-year program to replace water and sewer pipes that have exceeded their service life.

Pertinent Issue: Reallocate sewer flow capacity and replace aging and failing water distribution and sewer collection facilities.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Groundwater Monitoring Wells	Project Proponent:	Utility Engineering
Project #:	21-02	Project Manager:	Tim Busch
MPFP:		User Department:	Community Development
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs				
Prior Year Allocation	Fund 210 - Water Enterprise			
	\$156,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$599,000	\$0	\$0	\$0
2021-22	\$800,000	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,555,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,555,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:	\$1,555,000	<u>\$1,555,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The work would include the installation of 4 new monitoring wells at various locations within the City. The work includes construction of 1 sonic cored well to allow for aquifer material gradation testing and 3 mud rotary bored wells. Generally, the wells would be drilled approximately 500 feet deep with boreholes up to 20-inches in diameter. The wells would be equipped with SCADA to allow for electronic tracking of data and to minimize field staff time.

Justification The City has 3 ASR wells that inject treated drinking water into an aquifer layer roughly 450 feet below the surface. As part of the management of the stored drinking water, a network of monitoring wells is necessary for tracking of water quality and regional movement of groundwater. The information from the monitoring wells is also shared with the Yolo Subbasin Groundwater Agency as part of the Sustainable Groundwater Management Act.

Pertinent Issue: The information received from these monitoring wells helps with tracking local and regional groundwater trends including: depth to water, direction and rate of groundwater flow, and water quality to assist with the management of the ASR Program.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Preparation of America's Water Infrastructure Act: Risk & Resiliency

Project Proponent: Utility Engineering

Project #: 21-03

Project Manager: Tim Busch

MPFP:

Funding Source(s): Fund 210 - Water Enterprise

User Department: Community Development

Project Costs

Prior Year Allocation	Fund 210 - Water Enterprise			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$255,000	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$255,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$255,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$255,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This work would include the preparation of both a Risk & Resiliency Assessment and an Emergency Response Plan by their respective deadlines in accordance with guidelines set by the USEPA.

Justification: The USEPA under the America's Water Infrastructure Act (AWIA) requires water utilities to prepare both a Risk & Resiliency Assessment and an Emergency Response Plan.

Pertinent Issue: Compliance with Federal regulations.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2020 Urban Water Management Plan	Project Proponent: Utility Engineering
Project #: 21-04	Project Manager: Tim Busch
MPFP:	
Funding Source(s): Fund 210 - Water Enterprise	User Department: Community Development

Project Costs				
Prior Year Allocation	Fund 210 - Water Enterprise			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$125,000	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$125,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$125,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies		<u>\$125,000</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Prepare 2020 Urban Water Management Plan.

Justification: An updated Urban Water Management Plan is required by the Department of Water Resources every five years.

Pertinent Issue: Master plans and Urban Water Management Plans are updated to be in conformity with the City's General Plan and State regulations.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Groundwater Wells Demolition Project **Project Proponent:** Utility Engineering
Project #: 21-05 **Project Manager:** Tim Busch
MPFP: **User Department:** Community Development
Funding Source(s): Fund 210 - Water Enterprise

		<u>Project Costs</u>			
Prior Year Allocation	Fund 210 - Water Enterprise				
	\$0	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2020-21	\$300,000	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$300,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$300,000</u>				
Cost Estimate By Category:	Pre-Design/Environmental/Study		\$0		
	Design Costs:		\$0		
	Construction Costs:		<u>\$300,000</u>		
	Land Acquisition:		\$0		

ABOUT THE PROJECT:

Project Description: Up to three wells are planned for demolition due to age of the well and water quality concerns. The work generally includes removal of above ground facilities and destruction of the wells in accordance with County and State requirements. The wells have already been disconnected from the water system, and electrical and SCADA equipment have already been removed.

Justification: The City of Woodland switched its main water supply source from groundwater to treated surface water in June 2016. The majority of the existing wells have remained as a backup water supply to surface water. However, certain wells have been slated for destruction for several reasons including: increasing nitrate levels to near or above the Maximum Contaminant Limit, more stringent State requirements on chromium-6, and condition of the wells. With completion of the 3 ASR wells, blending wells, and reliability of water supplied by WDCWA, it is unlikely that these wells would be used for City water supply. Due to the condition of the wells and inability to pump to waste, expensive upgrades would be necessary to use the wells as a water supply well.

Pertinent Issue: State and County regulations require unused wells to be destroyed.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Water Meter Replacement	Project Proponent: Utility Engineering
Project #: 22-03	Project Manager: Mark Miller
MPFP:	User Department: Public Works
Funding Source(s): Fund 210 - Water Enterprise	

		Project Costs			
Prior Year Allocation	Fund 210 - Water Enterprise				
	\$0	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2020-21	\$0	\$0	\$0	\$0	\$0
2021-22	\$200,000	\$0	\$0	\$0	\$0
2022-23	\$200,000	\$0	\$0	\$0	\$0
2024-25	\$200,000	\$0	\$0	\$0	\$0
2025-26	\$200,000	\$0	\$0	\$0	\$0
Subtotal	<u>\$800,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$800,000</u>				
Cost Estimate	Pre-Design/Environmental/Studie		\$0		
By Category:	Design Costs:		\$0		
	Construction Costs:		\$800,000		
	Land Acquisition:		\$0		

ABOUT THE PROJECT:

Project Description: By year 2025, approximately 12,000 water meters will have been in service for over 15 years and are in need of replacement. Some older water meters have lead components that would also need to be replaced with low lead fittings. Depending on the type of meter and whether it contains lead, meter replacement could entail a range of activities from replacement of the meter register to replacement of the meter assembly.

Justification The City has over 17,000 water meters of varying ages. Over time, the water meters lose accuracy and under report water usage. Under reported water usage results in lost revenue because customers would be billed for less than actual water use. Recent State laws regarding water use reporting require the City to track "lost water" and endeavor to reduce the amount of lost water from water systems. Under reported water usage increases "lost water" and increases difficulty in compliance with State regulations. Water meters have a useful life of approximately 15 years and are in need of replacement when they are over 15 years old.

Pertinent Issue: Replace water meters for accurate reporting of water usage and removal of potential lead components from the water distribution system.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	2023 Water & Sewer Replacement Project	Project Proponent:	Utility Engineering
Project #:	22-04	Project Manager:	Mark Miller
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise Fund 220 - Sewer Enterprise		

Project Costs

	Fund 210 - Water Enterprise	Fund 220 - Sewer Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$200,000	\$200,000	\$0	\$0
2022-23	\$2,800,000	\$1,000,000	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,000,000</u>	<u>\$1,200,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$4,200,000</u>			

Cost Estimate	Pre-Design/Environmental/Studie	<u>\$0</u>
By Category:	Design Costs:	<u>\$400,000</u>
	Construction Costs:	<u>\$3,800,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Based on water main replacement prioritization, this project was scoped to repair and replace the water mains and laterals on Second, Third, Fourth and Fifth Streets in the vicinity between Pendegast Street and Lincoln Avenue. The existing back-of-sidewalk water mains will be eliminated in favor of a new main in the street with new polyethylene laterals. After identifying the areas for water replacement, City Engineering and Operations staff assessed the condition of the sewers in the vicinity to determine the amount of rehabilitation required. Most repairs will be made with cured-in-place pipe lining, but some excavation of sewer mains and laterals will occur. Fourth Street in particular will require some open-trenching as it contains two parallel sewer mains that will be combined in order to reduce maintenance frequency.

Justification This project is part of an ongoing multi-year program to replace aging water and sewer pipes that are defective and/or have exceeded their service life. City Engineering and Operations staff identified locations in the City that have the greatest occurrence of water main and service lateral breaks and leaks, and prioritized those areas for repairs. The water pipes in this project area are over 60 years old and have been experiencing an increase in mainline breaks over recent years. Approximately 6,300 feet of water main will be replaced. This is also an area of the City with 2-inch diameter water mains buried behind the sidewalk; these mains are notorious for leaks and breaks due to their material condition and shallow depth. Sewer pipes in this area are vitrified clay material installed over 100 years ago and contain a slew of fractures, cracks and other defects. Most sewer repairs will be performed without trenching, but some open-cut repairs will be in order.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Pertinent Issue: Water main and lateral breaks have been more frequent over recent years in this area. To reduce project costs, disruption to the public and damage to streets, the project will coordinate sewer system improvements to occur with the water system repairs including sewer main structural lining, open-cut of Orangeburg-material service laterals, and abandonment of redundant features.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2024 Water & Sewer Replacement	Project Proponent: Utility Engineering
Project #: 23-02	Project Manager: Mark Miller
MPFP:	User Department: Public Works
Funding Source(s): Fund 210 - Water Enterprise Fund 220 - Sewer Enterprise	

Project Costs

	Fund 210 - Water Enterprise	Fund 220 - Sewer Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$200,000	\$200,000	\$0	\$0
2024-25	\$3,000,000	\$600,000	\$0	\$0
2025-26	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,200,000</u>	<u>\$800,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$4,000,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies	\$0
By Category:	Design Costs:	<u>\$400,000</u>
	Construction Costs:	<u>\$3,600,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Based on water main replacement prioritization, this project was scoped to repair and replace the water mains and laterals on Cross Street between Elm Street and Third Street and on College and First Streets in the vicinity between Pendegast Street and Lincoln Avenue. The existing back-of-sidewalk water mains will be eliminated in favor of a new main in the street with new polyethylene laterals. After identifying the areas for water replacement, City Engineering and Operations staff will assess the condition of the sewers in the vicinity to determine the amount of rehabilitation required. Most sewer repairs will be made with cured-in-place pipe lining, but some excavation of sewer mains and laterals will occur.

Justification This project is part of an ongoing multi-year program to replace aging water and sewer pipes that are defective and/or have exceeded their service life. City Engineering and Operations staff identified locations in the City that have the greatest occurrence of water main and service lateral breaks and leaks, and prioritized those areas for repairs. The water pipes in this project area are over 60 years old and have been experiencing an increase in mainline breaks over recent years. Approximately 6,000 feet of water main will be replaced. This is also an area of the City with 2-inch diameter water mains buried behind the sidewalk; these mains are notorious for leaks and breaks due to their material condition and shallow depth. Sewer pipes in this area are vitrified clay material installed in the year 1900 and contain several fractures, cracks and other defects. Most sewer repairs will be performed without trenching, but some open-cut repairs will be in order.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Pertinent Issue: Water main and lateral breaks have been more frequent over recent years in this area. To reduce project costs, disruption to the public and damage to streets, the project will coordinate sewer system improvements to occur concurrently with the water system repairs including sewer main structural lining and the open-cut replacement of any severe mainline defects and Orangeburg-material service laterals.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2026 Water and Sewer Replacement Project **Project Proponent:** Utility Engineering
Project #: 25-01 **Project Manager:** Mark Miller
MPFP: **User Department:** Public Works
Funding Source(s): Fund 210 - Water Enterprise
Fund 220 - Sewer Enterprise

Project Costs

Prior Year Allocation	Project Costs			
	Fund 210 - Water Enterprise	Fund 220 - Sewer Enterprise		
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2020-21	\$0	\$0	\$0	\$0
2021-22	\$0	\$0	\$0	\$0
2022-23	\$0	\$0	\$0	\$0
2024-25	\$0	\$0	\$0	\$0
2025-26	\$200,000	\$200,000	\$0	\$0
Subtotal	<u>\$200,000</u>	<u>\$200,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$400,000</u>			
Cost Estimate	Pre-Design/Environmental/Studie		<u>\$0</u>	
By Category:	Design Costs:		<u>\$400,000</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Based on water main replacement prioritization, this project was scoped to repair and replace the water mains and laterals on North and Elliot Streets in the vicinity between West and Elm Streets. The existing back-of-sidewalk water mains will be eliminated in favor of a new main in the street with new polyethylene laterals. After identifying the areas for water replacement, City Engineering and Operations staff will assess the condition of the sewer in the vicinity to determine the appropriate amount of rehabilitation required. Most sewer repairs will be made with cured-in-place pipe lining, but some excavation of sewer mains and laterals will occur.

Justification: This project is part of an ongoing multi-year program to replace aging water and sewer pipes that are defective and/or have exceeded their service life. City Engineering and Operations staff identified locations in the City that have the greatest occurrence of water main and service lateral breaks and leaks, and prioritized those areas for repairs. The water pipes in this project area were installed in the 1950s and 1960's and have been experiencing an increase in mainline breaks over recent years. Approximately 5,500 feet of water main will be replaced. This is also an area of the City with 2-inch diameter water mains buried behind the sidewalk; these mains are notorious for leaks and breaks due to their material condition and shallow depth. Sewer pipes in this area are vitrified clay material installed between 90 and 120 years ago and contain a plethora of fractures, cracks and other defects. Most sewer repairs will be performed without trenching, but some open-cut repairs will be in order.

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Pertinent Issue: Water main and lateral breaks have been more frequent over recent years in this area. To reduce overall project costs, disruption to the public and damage to streets, the project will coordinate sewer system improvements to occur with the water system repairs including sewer main structural lining, and open-cut of severe mainline defects and Orangeburg-material service laterals.

DEBT SERVICE SCHEDULE

Debt Type	Name	Original Amount	Outstanding Principal 6/30/21	Annual Debt Service (Principal & Interest)	Year of Final Payment	Final Interest Rate	Source of Repayment	Use of Proceeds
Revenue Bond	2011 Water Revenue Bonds	\$ 18,815,000	\$ 15,255,000	\$ 1,323,000	2041	6.000%	Water enterprise revenues	Refunding of the 2008 Water Revenue Bonds, and construction of a water tank, water meter installation, other well repairs
Revenue Bond	Wastewater Revenue Bonds, Refunding Series 2014 (Junior Lien)	\$ 33,825,000	\$ 26,075,000	\$ 2,538,000	2035	4.000%	Sewer enterprise revenues	Refunded the 2002 Lease Revenue Bonds and the 2005 Wastewater Lease Revenue Bonds
Revenue Bond	Lease Revenue Bonds Refunding, Series 2014	\$ 15,484,042	\$ 7,091,576	\$ 1,533,865	2026	2.900%	Park development fees Fire development fees	Refunded the 2005 LRB, which constructed the Community Senior Center and Fire Station #1
Revenue Bond	Wastewater Revenue Bonds, Refunding Series 2017	\$ 9,550,677	\$ 7,194,976	\$ 798,000	2031	2.380%	Sewer enterprise revenues	Refunded the 2009 Wastewater Revenue Bonds
Revenue Bond	2017 Subordinate Refunding Water Reveue Bonds, Series A	\$ 22,870,000	\$ 20,690,000	\$ 1,435,000	2039	5.000%	Water enterprise revenues	Refunded payments on water rights to Conaway Preservation Group (public offering)
Revenue Bond	2017 Subordinate Refunding Water Reveue Bonds, Series B	\$ 2,414,055	\$ 1,983,625	\$ 155,000	2039	5.000%	Water enterprise revenues	Refunded payments on water rights to Conaway Preservation Group (private placement)
Mello-Roos	Gibson Ranch CFD Refunding Bond, Series 2004	\$ 2,510,000	\$ 950,000	\$ 226,795	2025	5.875%	Special assessments in Gibson Ranch	Construction of infrastructure in the Gibson Ranch area
Mello-Roos	Gibson Ranch CFD Refunding Bond, Series 2014	\$ 9,360,000	\$ 3,870,000	\$ 996,196	2025	3.440%	Special assessments in Gibson Ranch	Refunded the Gibson Ranch CFD Series 2001, Series 2003 and Series 2004.
Mello-Roos	Spring Lake CFD Refunding Bonds, Series 2013	\$ 29,805,000	\$ 21,603,050	\$ 2,132,000	2034	4.400%	Special assessments in Spring Lake	Refunding of 2004-1 CFD, which constructed backbone infrastructure in Spring Lake
Mello-Roos	Spring Lake Special Tax Bonds, Series 2016	\$ 26,800,000	\$ 26,244,100	\$ 1,125,000	2045	3.950%	Special assessments in Spring Lake	Refunded outstanding private placement debt and proceeds for reimbursement to property owners and construction of backbone infrastructure
Mello-Roos	Spring Lake Special Tax Bonds, Series 2019	\$ 21,490,000	\$ 21,490,000	\$ 1,300,000	2049	4.470%	Special assessments in Spring Lake	Proceeds for reimbursement to property owners and construction of infrastructure
Loan	California Department of Public Health	\$ 7,419,500	\$ 5,084,255	\$ 473,757	2033	2.507%	Water enterprise revenues	Installation of Water Meters
Loan	California Department of Public Health	\$ 31,503,088	\$ 22,315,835	\$ 1,617,740	2038	1.788%	Water enterprise revenues	Local projects for Surface Water project
Loan	California Department of Public Health	\$ 111,358,449	\$ 87,739,676	\$ 6,165,182	2038	1.788%	Water enterprise revenues	Share of regional Surface Water Project (loan officially for the WDCWA)
Loan	California State Water Resources Board	\$ 21,397,336	\$ 15,477,808	\$ 763,094	2046	1.900%	Sewer enterprise revenues	WPCF aeration project
Loan	California State Water Resources Board	\$ 951,881	\$ 676,556	\$ 34,248	2045	1.900%	Sewer enterprise revenues	WPCF aeration project
Loan	California State Water Resources Board	\$ 1,383,430	\$ 1,194,642	\$ 60,729	2045	1.900%	Sewer enterprise revenues	WPCF aeration project
Loan	California State Water Resources Board	\$ 2,191,947	\$ 1,578,426	\$ 69,244	2047	1.000%	Water enterprise revenues	Recycled water project
Lease	Oshkosh Capital Lease	\$ 2,262,524	\$ 500,443	\$ 260,082	2023	2.400%	General fund contributions	Purchase of fire apparatus
Lease	Oshkosh Capital Lease #2	\$ 1,138,496	\$ 499,049	\$ 136,963	2024	3.500%	General fund contributions	Purchase of fire apparatus
Lease	National Cooperative Leasing	\$ 861,772	\$ 260,428	\$ 137,679	2023	3.700%	Enterprise fund contributions	Purchase of sewer/drain cleaning trucks
Lease	Umpqua Bank	\$ 253,949	\$ 90,059	\$ 41,651	2023	3.700%	General fund/L&L District	Purchase of hybrid tree-trimming truck
Lease	National Cooperative Leasing	\$ 187,683	\$ 135,988	\$ 23,459	2028	4.000%	Gas Tax/L&L District/Enterprise Funds	Purchase of aerial truck
Lease	National Cooperative Leasing	\$ 571,067	\$ 415,001	\$ 93,195	2026	3.990%	Enterprise Funds	Purchase of VacCon equipment
SUCCESSOR AGENCY DEBT								
Tax Allocation Bond	Redevelopment Tax Allocation Bonds Series 2018	\$ 6,381,800	\$ 5,175,300	\$ 500,000	2034	2.930%	Redevelopment Property Tax Trust Fund Payments	Refunding of the 2007 Tax Allocation Bonds.
Loan	Cal HFA Loan	\$ 1,000,000	\$ 529,469	\$ 100,000	2023	3.000%	Redevelopment Property Tax Trust Fund Payments	Passed through for construction of Casa del Sol mobile home park improvements
Loan	Cal HFA Loan	\$ 1,250,000	\$ 1,045,115	lump sum	2017	3.500%	Redevelopment Property Tax Trust Fund Payments	Passed through to USAA Properties

SUMMARY

1. The City will strive to maintain a minimum General Fund balance reserve equal to 20% of budgeted revenue (excluding Measure F revenue).
2. The City will maintain a balanced operating budget in each fund. Appropriations of available fund balance will be limited to “one-time” non-recurring expenditures.
3. Recurring revenue growth (inflation) will be used to pay for recurring expenditures. Recurring expenditure increases should not be approved which exceed recurring revenue growth. Any new or expanded programs will be required to identify new funding sources and/or offsetting reductions in expenditures.
4. The Water and Sewer Enterprise Funds will have revenues (customer charges, interest income and all other income) sufficient to meet all cash operating expenses, capital expenses, prescribed cash reserves and debt service coverage requirements set forth in related bond covenants.
5. All Internal Service Funds will have revenues (intra-City user charges, interest income and other income) sufficient to meet all cash operating expenses and capital expenses. Such revenues shall also be sufficient to maintain cash reserves, which approximate the balance in accumulated depreciation.
6. The City will maintain appropriate reserves in the Employee Benefits, Dental/Vision, Disability Program, General Liability Insurance, and Workers’ Compensation Insurance Fund to meet statutory requirements and actuarially projected needs.
7. The City will strive to maintain a minimum cash working capital reserve equal to 20% of each of the Water and Sewer Enterprise Funds’ operating budgets. In addition, a cash capital improvement reserve will be maintained for capital improvement projects, as determined in the respective rate studies.
8. The City will maintain a long-range fiscal perspective through the use of an Annual Operating Budget, five-year Capital Improvement Program and multi-year revenue and expenditure forecasting.
9. Major capital improvement projects will be funded using the most financially prudent method available. Such methods include:
 - Traditional long-term financing (bond issues)
 - “Pay As You Go” financing (using recurring revenues only)
 - Combination of debt financing and “Pay As You Go” financing
 - Using cash accumulated in excess of policy requirements
10. A Fiscal Impact Statement will be provided with each staff report submitted to the City Council as part of the City Council agenda process.
11. The City will comply with all the requirements of “Generally Accepted Accounting Principles.”
12. The City will annually review and adopt a formal set of Investment Policies.
13. The City will strive to pay competitive market level compensation to its employees.

INVESTMENT POLICY

It is the policy of the City of Woodland to invest public funds in a prudent manner which will provide maximum security while meeting daily cash flow demands and conforming to all statutes governing the investment of public funds. Within these parameters, funds will be invested to optimize investment return.

The purpose of this document is to set forth the City's policies guiding prudent investment of temporarily idle funds and to establish guidelines and objectives for suitable investments including delegation of authority, prudence, monitoring and reporting, policy review, diversification, eligible securities, safekeeping, collateralization, selection of depositories, brokers/dealers and glossary of terms.

POLICY: It is the policy of the City of Woodland to maximize the productive use of assets entrusted to its care and to invest and manage those public funds wisely and circumspectly. The surplus funds shall be invested in accordance with the provisions of Article 1 and 2 of Chapter 4 of Part 1 of Division 2 of Title 5 of the California Government Code (53600-53997). Unless otherwise noted, all section references are to the California Government Code.

SCOPE: This investment policy applies to the City of Woodland's Surplus Funds, as defined by Section 536-1. Surplus Funds means those funds which are not required for the City of Woodland's immediate necessities as defined in Section 53601.

BACKGROUND & ANALYSIS:

1.0 **PURPOSE:** The Investment Policy is designed to provide guidelines for the prudent investment of the City's surplus funds.

2.0 **GOAL:** The goal of the Investment Policy is to enhance the economic status of the City while prudently protecting its pooled cash and also complying with this investment policy and California Government Code Sections 53600 through 53659, which governs investments for municipal governments. Although pursuit of interest earnings on investment is an appropriate City goal, the primary consideration is preservation of capital resources. Thus, the City's yield objective is to achieve a reasonable rate of return rather than the maximum generation of income that might expose the City to unacceptable levels of risk.

3.0 **OBJECTIVE:** The City shall attempt to invest funds to the fullest extent possible and at the highest possible yield while satisfying the criteria for investment selection outlined below.

4.0 **INVESTMENT POLICY:** The City has the fiduciary responsibility to maximize the productive use of assets entrusted to its care and to invest and manage those public funds wisely and circumspectly. In determining individual investment placements, the following factors shall be considered in priority order: safety, liquidity, and yield.

4.1 **SAFETY:** Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest rate risk as summarized below.

4.1.1 **CREDIT RISK** – This is the risk of loss due to the failure of the security issuer or backer. Credit risk may be mitigated by:

4.1.1.1 Limiting investment to the safest types of securities;

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4.1.1.2 Pre-qualifying the financial institutions, brokers/dealers, intermediaries, and advisers with which the City will do business;

4.1.1.3 Diversifying the investment portfolio so that potential losses on individual securities will be minimized.

4.1.2 INTEREST RATE RISK – This is the risk that the market value of securities in the portfolio will fall due to changes in the general interest rates. Interest rate risk may be mitigated by:

4.1.2.1 Structuring the investment portfolio such that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity;

4.1.2.2 Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.

4.2 LIQUIDITY: The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with the cash needs to meet anticipated demands. A portion of the portfolio should be placed in local government investment pools (such as LAIF), which offer same-day liquidity for short-term funds.

4.3 YIELD: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout the budgetary and economic cycles, taking into account the investment risk of constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. Securities shall not be sold prior to maturity with the following exceptions:

4.3.1 A declining credit security, which could be sold early to minimize loss of principal;

4.3.2 A security swap, which would improve the quality, yield, or target duration of the portfolio;

4.3.3 A capital gain that would be realized to better position the overall portfolio to achieve investment policy goals.

5.0 STANDARDS:

5.1 RESPONSIBILITY: The City Treasurer (as well as other City employees delegated by her) acting in accordance with written procedures and this investment policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely basis and the liquidity and the purchase of securities are carried out in accordance with the terms of this policy. The City Treasurer and his/her staff shall recognize that the investment portfolio is subject to public review and evaluation.

5.1.1 Cash Review – the Treasurer or her delegate will review the cash balances and the investment portfolio daily, or as needed; items reviewed should include: bank account balances, maturing investments, debt service and other large periodic cash disbursements.

5.2 PRUDENT INVESTOR STANDARD: The City Treasurer and such employees as she may direct to make investments (see Section 5.4) are subject to the prudent investor standard set out under Section 53600.3. The City Treasurer or her delegate, acting in accordance with written procedures and the investment policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments, as defined in Section 53600.3.1.

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5.3 GOVERNMENT CODE: Government Code Sections 16481.2, 53601, 53635, and 53646 of the State of California regulate the investment policies of jurisdictions within the State. The City of Woodland will adhere to these provisions in developing and implementing the City's investment policies and practices.

5.4 ETHICS AND CONFLICT OF INTEREST: Officers and employees involved in the investment process shall not engage in any activity that would conflict with the proper execution of this investment policy, create the appearance of such a conflict, or would impair the City Treasurer's ability to make impartial investment decisions.

5.5 DELEGATION OF AUTHORITY: Authority to manage the investment program is granted to the City Treasurer. Under the oversight of the City Treasurer, responsibility of the operation of the investment program may be delegated to other staff who shall act in accordance with established written procedures and internal controls consistent with the investment policy.

5.6 INTERNAL CONTROL: The City Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. Accordingly, the investment officer shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- 5.6.1 Control of collusion
- 5.6.2 Separation of transaction authority from accounting and record keeping
- 5.6.3 Custodial safekeeping
- 5.6.4 Clear delegation of authority to subordinate staff members
- 5.6.5 Written confirmation of transactions for investments and wire transfers including settlement dates, amount of transaction, safekeeping account number and CUSIP number if applicable.
- 5.6.6 Development of a wire transfer agreement with the lead bank and third-party custodian.

6.0 SCOPE: This investment policy shall apply to all financial assets of the City of Woodland, including, but not limited to:

- 6.1 General Fund
- 6.2 Special Revenue Funds
- 6.3 Capital Projects Funds
- 6.4 Debt Service Funds
- 6.5 Enterprise Funds
- 6.6 Internal Service Funds
- 6.7 Trust and Agency Funds
- 6.8 Redevelopment Funds
- 6.9 Public Financing Authority Funds

7.0 SAFEKEEPING AND CUSTODY:

7.1 SELECTION OF ELIGIBLE FINANCIAL INSTITUTIONS: All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:

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- 7.1.1 Audited financial statement (annually)
 - 7.1.2 Proof of National Association of Securities Dealers (NASD) certification
 - 7.1.3 Proof of state registration
 - 7.1.4 Certification of having read, understood and agreed to comply with the City's investment policy. These documents shall be provided annually as appropriate. In selecting financial institutions for deposit or investment of funds, the authorized Investment Officers shall consider the credit-worthiness of the institution.
- 7.2 **BROKER/DEALERS:**
- 7.2.1 Investments must be purchased directly from the issuer, from an institution licensed by the State as a broker/dealer, from a member of a federally regulated securities exchange, or from a brokerage firm designed as a primary government dealer by the Federal Reserve Bank.
 - 7.2.2 The City Treasurer will maintain a file of broker/dealers with which the City is currently doing business, which will include (at minimum) the firm name, contact person, telephone number, fax number, e-mail address, and annual audited financial statements (as applicable).
- 7.3 **DELIVERY VS. PAYMENT:** All trades, where applicable, will be executed by delivery vs. payment to ensure that securities are deposited prior to the release of funds. To protect against potential losses by collapse of individual securities dealers, all securities owned by the City shall be held in safekeeping by a third party bank trust department acting as agent for the City under terms of a custody agreement executed between the bank and the City.
- 7.4 **COLLATERALIZATION:** Collateral is required for investments in non-negotiable certificates of deposit. In order to reduce market risk, the collateral level shall be at least 110% of market value of principal and interest and marked to market weekly. Securities acceptable as collateral shall be the direct obligations of, or are fully guaranteed as to principal and interest, by the United States or any agency of the United States.
- 8.0 **AUTHORIZED INVESTMENTS:** Investment of City funds is governed by the California Government Code Sections 53600 et seq. Within the context of such limitations, the following investments are authorized:
- 8.1 **UNITED STATES TREASURY BILLS, BONDS, AND NOTES** or those for which the full faith and credit of the United States are pledged for payment of principal and interest.
 - 8.2 **STATE OF CALIFORNIA OBLIGATIONS**-including bonds payable solely out of the revenues from a revenue-producing property operated by the State of California or by a department, board, agency, or authority of the state.
 - 8.3 **FEDERAL AGENCY OBLIGATIONS** – enterprise obligations, participations or other instruments including those issued or fully guaranteed as to principal and interest by the Federal Government agencies; (e.g. Government National Mortgage Association (GNMA), the Federal Farm Credit Bank (FFCB), the Federal Home Loan Bank (FHLB), the Federal National Mortgage Association (FNMA), and the Federal Home Loan Mortgage Corporation (FHLMC)).
 - 8.4 **NEGOTIABLE CERTIFICATES OF DEPOSIT** –issued by nationally or state chartered banks, state or federal savings institutions (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30% of the cost value of the portfolio.

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8.5 LOCAL AGENCY INVESTMENT FUND (LAIF) – As authorized in Government Code Section 16429.1, local agencies may invest in the Local Agency Investment Fund, a money market fund, which allows local agencies to pool their investment resources. Current policies of LAIF set minimum and maximum amounts of monies that may be invested as well as maximum numbers of transactions that are allowed per month.

8.6 CA LOCAL AGENCY OBLIGATIONS – bonds, notes, warrants or other evidences of indebtedness of any local agency within California, including bonds payable solely out of the revenues from a revenue-producing property, owned controlled, or operated by the local agency, or by a department, board, agency or authority of the local agency.

8.7 CERTIFICATE OF DEPOSIT (CD) - Purchased through a bank or savings and loan association for a specified period of time at a specified rate of interest. The first \$250,000 of a certificate of deposit is guaranteed by the Federal Deposit Insurance Corporation (FDIC). CD's with a face value in excess of \$250,000 will be collateralized by U.S. Treasury Department securities, which must be at least 110% of the face value of the CD. No other collateralization will be accepted.

8.8 MEDIUM TERM CORPORATE NOTES with a maximum maturity of five years may be purchased. Securities eligible for investment shall be rated in a rating category "A" or its equivalent or better by a nationally recognized rating service.

8.9 MONEY MARKET MUTUAL FUNDS - Mutual funds invested in U.S. Government securities are permitted under this policy and under the California Government Code Section 53601. In order to be eligible for investment under this section, an investment objective of such a fund must be the maintenance of a price per share of \$1.00. The following criteria must also be met:

8.9.1 The fund shall have a minimum of \$500 million in total portfolio value.

8.9.2 The fund shall be registered with the Securities and Exchange Commission, and shall have achieved a rating of AAA by Moody's and AAA by S&P.

8.9.3 The fund shall have retained an advisor which is registered with the SEC, or which is exempt from such registration, and has at least 5 years' experience managing money market funds, including those in excess of \$500 million.

8.10 SUPRANATIONAL OBLIGATIONS – Section 53601 (q) allows local agencies to invest in bonds issued by one of three supranationals: World Bank, International Finance Corporation (IFC) and InterAmerican Development Bank (IADB), which were established by international treaties, incorporated into U.S. Federal law by Congressional Acts and headquartered in Washington, D.C. Securities issued by these supranationals include benchmark bonds, global bonds, structured notes, plain fixed and floating rate notes, discount notes as well as green bonds. In order for local agencies to invest in bonds issued by supranationals, the bonds must meet the following criteria:

8.10.1 Maturity of five years or less

8.10.2 Eligible for purchase and sale with the US

8.10.3 In a rating category of "AA" or its equivalent or better by a nationally recognized statistical rating organization (NRSRO)

8.10.4 Cannot exceed 30 percent of the agency's investment portfolio

9.0 INVESTMENT PARAMETERS:

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9.1 **DIVERSIFICATION:** The City of Woodland will diversify its Investments by security type and institution and the City will select maturities to provide for stability of income and liquidity. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following policies and constraints shall apply:

9.1.1 Portfolio maturities shall be matched against liabilities to avoid undue concentration in a specific maturity sector.

9.1.2 Maturities selected shall provide for stability of income and liquidity.

9.1.3 Disbursement and payroll dates shall be covered through LAIF, marketable U.S. Treasury bills or other cash equivalent instruments such as money market mutual funds which will ensure that appropriate liquidity is maintained.

9.2 **MAXIMUM MATURITIES:** In order to minimize the impact of market risk, it is intended that all investments will be held to maturity. Investments may be sold prior to maturity for cash flow, appreciation purposes or in order to limit losses, however, no investment shall be made based solely on earnings anticipated from capital gains. To the extent possible, the City shall attempt to match its investments to anticipated cash flow requirements. The City will not invest in securities maturing more than 5 years from the date of purchase. The City may adopt weighted average maturity limitations (2 years) consistent with investment objectives.

9.3 **PROHIBITED INVESTMENTS AND DIVESTMENT:** The City Treasurer shall not make any investment prohibited under Article 1 or 2 of Chapter 4 of the California Government Code (see e.g. Section 53601.6 and 53631.5). Investments authorized when made, but no longer permitted by applicable law, may be divested from the City of Woodland's portfolio in accordance with the investment statement, investment objectives and prudent investor standard.

9.4 **TAX and REVENUE ANTICIPATION NOTES (TRANS):** Government Code Section 53821.5 prohibits the investment of TRAN proceeds in securities that have terms exceeding those of the TRAN itself. The TRAN proceeds can be invested in items that have no specific term to maturity as long as the proceeds can be removed within the period of the TRAN without a penalty.

10.0 **REPORTING:**

10.1 **METHODS:** The City Treasurer shall prepare quarterly investment reports to the City Manager and City Council which shall include the:

10.1.1 par amount of the investment,

10.1.2 classification of the investment,

10.1.3 percentage of the total portfolio, which each type of investment represents, name of the institution or entity,

10.1.4 rate of interest,

10.1.5 maturity date,

10.1.6 current market value,

10.1.7 reports shall also include a statement that the projected cash flow is adequate to meet expected obligations over the next six months, and that the portfolio is in compliance with this policy. The report shall be due approximately 45 days from the end of the quarter being reported.

10.2 **PERFORMANCE STANDARDS:** The investment portfolio will be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow need. The portfolio shall be managed in accordance with

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the parameters specified within this policy; a market average rate of return will be obtained during a market/economic environment of stable interest rates. An appropriate benchmark of the 90-day U.S. Treasury bill shall be established against which portfolio performance shall be compared.

10.3 MARKING TO MARKET: The market value of the portfolio shall be calculated at least yearly and a statement of the market value of the portfolio shall be issued at least quarterly with the investment report.

11.0 INVESTMENT POLICY ADOPTION: The Investment Policy shall be adopted by minute action of the City Council of the City of Woodland. Moreover, the Policy shall be reviewed on an annual basis, and modifications must be approved by the City Council.

INVESTMENT GLOSSARY

Agency - A debt security issued by a federal or federally sponsored agency. Federal agencies are backed by the full faith and credit of the U.S. Government. Federally sponsored agencies (FSA's) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of federal agency is the Government National Mortgage Association (GNMA). An example of a FSA is the Federal National Mortgage Association (FNMA).

Cash Sale/Purchase - A transaction which calls for delivery and payment of securities on the same day that the transaction is initiated.

CALIFORNIA POOLED INVESTMENT AUTHORITY (CPIA) –this investment pool is managed by MBIA-Municipal Investors Service Corporation, an investment subsidiary of MBIA, Inc.

Certificate of Deposit - A document written by a bank or other financial institution that is evidence of a deposit, with the issuer's promise to return the deposit plus earnings at a specified interest rate within a specified time period.

Collateralization - Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

Coupon Rate - The annual rate of interest received by an investor from the issuer of certain types of fixed-income securities. Also known as the "interest rate."

Credit Quality - The measurement of the financial strength of a bond issuer. Generally, the higher the credit quality of a bond issuer, the lower the interest rate paid by the issuer because the risk of default is lower. Credit quality ratings are provided by nationally recognized rating agencies.

Credit Risk - The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

Delivery Versus Payment (DVP) - A type of securities transaction in which the purchaser pays for the securities when they are delivered either to the purchaser or his/her custodian.

Diversification - A process of investing assets among a range of security types by sector, maturity, and quality rating.

Duration - A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity.

Fair Value - The amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

Federal Funds (Fed Funds) - Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. Fed funds are considered to be immediately available funds.

Government Securities - An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, and Bonds."

Interest Rate - See "Coupon Rate."

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Internal Controls - An internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse.

Investment Policy - A concise and clear statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

Liquidity - An asset that can be converted easily and quickly into cash.

Local Agency Investment Fund (LAIF) - An investment pool for local governments in which their money pooled and managed by the California State Controller's Office.

Mark-to-market - The process whereby the book value or collateral value of a security is adjusted to reflect its current market value.

Market Risk - The risk that the value of a security will rise or decline as a result of changes in market conditions.

Market Value - Current market price of a security.

Maturity - The date on which payment of a financial obligation is due. The final stated maturity is the date on which the issuer must retire a bond and pay the face value to the bondholder. See "Weighted Average Maturity."

Money Market Fund - Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, and federal funds).

Mutual Fund - An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments.

Mutual Fund Statistical Services - Companies that track and rate mutual funds, e.g., IBC/Donoghue, Lipper Analytical Services, and Morningstar.

Par - Face value or principal value of a bond, typically \$1,000 per bond.

Principal - The face value or par value of a debt instrument. Also may refer to the amount of capital invested in a given security.

Prudent Investor Standard - An investment standard outlining the fiduciary responsibilities of public funds

Safekeeping - Holding of assets (e.g., securities) by a financial institution.

Supranational - an international group or union in which the power and influence of member states transcend national boundaries or interests to share in decision making and vote on issues concerning the collective body.

Swap - Trading one asset for another.

Term Bond - Bonds comprising a large part or all of a particular issue which come due in a single maturity. The issuer usually agrees to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity.

Treasury Bills - Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year and issued in minimum denominations of \$10,000

Treasury Notes - Intermediate U.S. government debt securities with maturities of one to 10 years and issued in denominations ranging from \$1,000 to \$1 million or more.

Treasury Bonds - Long-term U.S. government debt securities with maturities of ten years or longer and issued in minimum denominations of \$1,000.

Financial Policies

"Volatility Risk" Rating - A rating system to clearly indicate the level of volatility and other non-credit risks associated with securities and certain bond funds.

Weighted Average Maturity (WAM) - The average maturity of all the securities that comprise a portfolio.

Yield - The current rate of return on an investment security generally expressed as a percentage of the security's current price.

GENERAL TERMS

The following explanations of terms are presented to aid in understanding the narrative discussions and illustrations included in this budget document and the terminology generally used in governmental accounting, auditing, financial reporting and budgeting.

Accountability

The state of being obliged to explain one's actions, to justify what one does. Accountability requires governments to answer to the citizenry to justify the raising of public resources and the purposes for which they are used.

Accounting System

The methods and records established to identify, assemble, analyze, classify, record and report a government's transactions and to maintain accountability for the related assets and liabilities.

Accrual Basis

The recording of the financial effects on a government of transactions and other events and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

Annual Budget

A budget applicable to a single fiscal year. See Budget and Operating Budget.

Appropriations

An authorization by the City Council to make expenditures and to incur obligations for a specific purpose. An appropriation is usually limited in amount as to the time when it may be expended.

Assessed Valuation

A dollar value placed on real estate or other property by Yolo County as a basis for levying property taxes.

Audit

An annual audit is required by the State of California. Prepared by an independent certified public accountant (CPA), the primary objective is to determine if the City's Financial Statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. The independent auditor customarily issues a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's Financial Management Practices.

Basis of Accounting

A term used to refer to when revenues, expenditures, expenses, transfers and the related assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or the accrual method.

Bond

A City may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at a special rate.

Budget

A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating governing body of adoption, and sometimes, the plan finally approved by the body.

Budget Document & Message

The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating governing body. Included in the Introductory Section of the Budget providing for a general discussion of the proposed budget as presented in writing by the City Manager to the City Council. The message contains an explanation of principal budget items and summaries found in the prepared budget relative to the current year adopted budget.

Budget Process

A cycle involving a series of recurrent and continuous planning steps to arrive at a viable financial plan.

Budgetary Control

The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

Capital Expenditures

A budget category which budgets all equipment having a unit cost of more than \$250 and an estimated useful life of over one year. Capital outlay is budgeted in the operating budget.

Capital Improvement

A permanent addition to the city's assets, including the design, construction, or purchase of land, buildings or facilities, or major renovations of same.

Capital Improvement Program

A financial plan of proposed capital improvement projects with single and multiple year capital expenditures. The capital program plans for five years and is updated annually.

Capital Outlay

Expenditures resulting in the acquisition of or addition to the government's general fixed assets.

Capital Projects

Physical structural improvements generally with a cost of \$10,000 or more and a useful life of one year or more. Examples include a new park, building modifications and water main construction.

Capital Projects Fund

A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

Capitalization

The classification of an expense as an asset because it benefits the agency for more than a year.

Debt Service

Payments of principal and interest on bonds and other debt instruments according to a predetermined schedule.

Deficit

An excess of expenditures or expenses over resources.

Encumbrances

A legal obligation to pay funds, the expenditure of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Enterprise Funds

This fund type is used to account for operations that are financed and operated in a manner similar to private sector enterprises and it is the intent of the City that the costs of providing goods or services to the general public be financed or recovered primarily through user charges.

Expenditures

Glossary

The actual spending of funds set aside by an appropriation. Expenditures include current operating expense requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental grants, entitlements and shared revenues.

Federal

United States Government

Fiscal Year

A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City of Woodland's Fiscal Year begins July 1st and ends on June 30th.

Fringe Benefits

Includes the City's expenses for all benefits and includes, Medicare, health, PERS, workers compensation, life insurance and vision.

Full Time Equivalent or FTE

Full time, part time, temporary and to the extent possible, all position numbers in the budget document are expressed as full time equivalents or FTEs. This allows a uniform measure of staff time resources. A full time equivalent is calculated by using 2,080 hours as the total number of hours available one full time employee works in one year (including vacation, sick leaves, etc.). The 2,080 hours is the base to determine the split of a position between programs and the FTE off part time and temporary employees.

Fund Balance

Also known as financial position or fund equity, fund balance is the excess of current assets over current liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses. For Governmental Funds, and Trust and Agency Funds, the fund balance is generally cash or cash equivalents. For Enterprise Funds the fund balance is usually fund equity in the form of assets and cash and cash equivalents.

General Fund

The primary operating fund of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. With the exception of grant revenues or other sources restricted for specific uses, General fund resources can be utilized for any legitimate governmental purpose.

General Ledger

A record containing the accounts needed to reflect the financial position and the results of operations of a government. In double-entry bookkeeping, the debits and credits in the general ledger are equal (i.e., the debit balances equal the credit balances).

Grant

Contribution or gift of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility.

Interfund Transfers

Monies moved from one fund to another. The money is transferred to finance the operations of another fund or to reimburse the fund for expenses.

Internal Service Fund

A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

Municipal Code

A book that contains City Council approved ordinances currently in effect. The Code defines City policy with respect to areas such as planning, zoning, building, etc.

Operating

Maintaining the ongoing functions of an agency or service. "Operating expenses" include wages, benefits, supplies and services.

Operating Budget

Plans of current expenditures and the proposed means of financing them. The annual operating budget (or, in the case of some state governments, the biennial operating budget) is the primary means by which most of the financing, acquisition, spending and service delivery activities of government are controlled. The use of an annual operating budget is usually required by law. Even when not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government.

Operating Cost

The total costs to operate and maintain the City of Woodland.

Operating Expense

Monies paid in salaries and wages, settlement of claims, maintenance of equipment and buildings, and rentals of equipment and facilities.

Ordinance

A formal legislative enactment by the City Council. It is the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An ordinance has a higher legal standing than a resolution.

Overhead

Those elements of cost necessary in the production of a good or service that is not directly traceable to the product or service. Usually these costs related to objects of expenditure that does not become an integral part of the finished product or service, such as rent, heat, light, supplies, management and supervision.

Principal

In the context of bonds other than deep-discount debt, the face value or par value of a bond or issue of bonds payable on stated dates of maturity.

Program

Group activities, operations or organizational units directed to attaining specific purposes or objectives.

Program Budget

A budget wherein expenditures are based primarily on programs of work and secondarily on character and object class, on the one hand, and performance, on the other.

Reimbursement

Payment of amount remitted on behalf of another party, department or fund.

Reserved Fund Balance

Those portions of fund balance that is not appropriate for expenditure or that are legally segregated for a specific future use.

Resolution

A special order of the City Council which has a lower legal standing than an ordinance.

Revenue

Receipts derived from commercial sources and operating assistance from governments.

Salaries/Wages

Includes salaries and wages, including terminal leave payments, for all employees including temporary and seasonal, in accordance with the classification compensation plan. Employee salaries may be spread to several activities to reflect the distribution of their time.

Special Revenue Fund

A fund used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditure for specified purposes.

Glossary

Subsidy

Funds granted by federal, state or local government

Unsecured Property

As the property tax is guaranteed by placing a lien on the real property, unsecured property is that real property in which the value of the lien is not sufficient to assure payment of the property tax.

User Fees

The payment of a fee for direct receipt of a public service by benefiting from the service.