

CITY OF WOODLAND

ADOPTED BUDGET

FISCAL YEAR 2016-2017



CITY OF WOODLAND
FISCAL YEAR 2016-2017
ADOPTED BUDGET

MEMBERS OF THE CITY COUNCIL

Tom Stallard, Mayor
William L. Marble, Mayor Pro Tempore
Jim Hilliard, Council Member
Sean Denny, Council Member
Angel Barajas, Council Member



STAFF

Paul Navazio, City Manager
Kim McKinney, Finance Officer
Ana Gonzalez, City Clerk
Kara Ueda, City Attorney
Dan Bellini, Public Safety Chief
Ken Hiatt, Community Development Director
Greg Meyer, Public Works Director
Greta Galindo, Library Services Director
Christine Engel, Community Services Director

PREPARED BY

Kim McKinney, Finance Officer
Evis Morales, Senior Analyst
Lynn Johnson, Senior Analyst
Rachael Smith, Human Resources Analyst II

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: 6675

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND
ADOPTING THE FISCAL YEAR 2016-2017 ANNUAL BUDGET**

WHEREAS, a balanced annual budget for the City of Woodland has been prepared for fiscal year 2016-2017 and presented to the City Council and reviewed at a public meeting on May 17, 2016 and June 21, 2016; and

WHEREAS, the proposed budget also includes the fiscal year 2016-2017 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 2016-2017 has been prepared; and

WHEREAS, all appropriations for the prior fiscal year shall lapse at the end of fiscal year 2016-2017 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 2016-2017; 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 2016-2017 Annual Budget is hereby adopted for the following funds (detail shown as Exhibit A):

General Fund	\$47,349,160
Enterprise Funds	50,088,558
Special Revenue Funds	19,510,433
Internal Service Funds	17,104,654
Capital Funds	12,644,551
Debt Service Funds	8,134,916
Successor Agency	1,002,279
Total Appropriations	\$155,834,551

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

Section 3. 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 5. The City Manager and Finance Officer are hereby authorized to implement this resolution, including issuing the 2016-2017 Budget, together with any non-substantive corrections to the proposed budget adopted by this Council.

PASSED AND ADOPTED by the City Council this 21st day of June, 2016, by the following vote:

AYES: Council Member Barajas, Denny, Hilliard and Mayor Stallard
NOES: None
ABSENT: Mayor Pro Tem Marble
ABSTAIN: None



Tom Stallard, Mayor

ATTEST:



Ana B. Gonzalez, City Clerk

APPROVED AS TO FORM:



Kara K. Ueda, City Attorney

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July 1, 2016

Honorable Mayor and Members of the City Council:

Presented herein is the City's Adopted Budget for fiscal year 2016/2017.

The adopted spending plan totals \$155.83 million, supporting city operations (\$109.05 million), capital projects (\$29.48 million) and debt service obligations (\$17.30 million) and represents a reduction of 2.5% from last year's adopted budget.

The budget includes a set of specific funding recommendations totaling \$1,889,849, including \$1,204,000 in one-time funding and \$685,849 in ongoing budget augmentations, and supports a staffing level of 292 full-time equivalent positions. This staffing level represents a net increase of three position over the prior year, and remains 85 positions (23%) fewer than pre-recession staffing levels of FY2008/09 budget.

The adopted General Fund budget, totaling \$47.35 million, reflects an increase of \$3.39 million over the prior year, with \$1.15 million representing one-time funding allocations from available excess General Fund reserves. The adopted overall budget, including specific funding recommendations to meet selected priority needs, result in an anticipated year-end fund balance in the General Fund of \$10.66 million (25.9%), or \$2.4 million above the Council-adopted reserve policy level of 20%.

The adopted FY2016/17 Capital Improvement Program budget includes funding recommendations totaling \$29.48 million, of which \$14.7 million is allocated for investment in transportation infrastructure, \$10.0 million to advance capital projects with our water and sewer utilities, and \$3.7 million supports park and library facility improvements. Of this amount, \$2.7 million is provide through Measure E, consistent with the FY2016/17 funding allocations approved by the Council earlier in the budget process. The capital budget also reflects the completion of the regional Surface Water Project by the Woodland-Davis Clean Water Agency and, as such, the city's water utility is not expected to make capital funding contributions to the Agency in FY2016/17, but rather will assume responsibility for debt service payments upon project completion.

Manager’s Transmittal

The following presents a summary of the FY2016/17 Adopted Budget by major fund category:

General Fund	\$47,349,160
Enterprise Funds	50,088,558
Special Revenue Funds	19,510,433
Internal Service Funds	17,104,654
Capital Funds	12,644,551
Debt Service Funds	8,134,916
Successor Agency	1,002,279
Total Appropriations	\$155,834,551

This year represents the fifth year of implementation of the city’s framework designed to advance the Council’s goal of fiscal stability. The FY2016/17 budget provides a modest amount of budget flexibility to address priority needs; however, while the city has made significant progress in reducing the structural budget deficit, managing personnel costs and addressing unfunded liabilities, more work will be needed over the next few years to close the remaining budget deficit reflected in our updated five-year forecast as well as fund priority needs that remain outside the ability of the current budget to address.

While the fiscal and economic outlook has improved, the city is thus far experiencing a very modest economic recovery which lags regional and statewide growth rates. Beyond reliance on continued momentum of the economic recovery, the city’s long-term fiscal outlook is expected to be buoyed through the pending adoption of a new General Plan as well as targeted investment in infrastructure and initiatives to support economic development opportunities

As has been the case in recent years, the budget necessarily incorporates fairly conservative revenue estimates, which contributes to limited discretionary budget flexibility. Nonetheless, the ability of the city to maintain, and increase, reserve levels has provided an opportunity to, at once, 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.

Adopted Budget Recommendations

The overall 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 and the Spring Budget Workshops held this past March and May. The budget includes budget-balancing measures resulting in \$376,322 in General Fund savings required to balance the budget and provide a limited amount of budget flexibility to address priority needs across a variety of program areas.

Budget-Balancing Plan		
Aquatics Program	\$ (99,126)	Measure J
Library Materials	\$ (25,000)	Measure J
50% of Existing School Resource Officer	\$ (83,207)	Measure J
Reduce Negotiations Budget	\$ (47,000)	
United Way Building	\$ (2,180)	
Supplies for curb, gutter, sidewalk Program	\$ (5,850)	
Elimination of Central Storeroom	\$ (113,959)	
	\$ (376,322)	

Manager’s Transmittal

The budget also includes one-time funding recommendations totaling \$1,204,000, including \$988,000 in adopted General Fund appropriations from available excess reserves. An additional \$216,000 in one-time funding is to be funded from Measure J (\$166,000) and the Water Enterprise Fund (\$50,000). The following summarizes the specific one-time funding included as part of the FY2016/17 Adopted Budget:

One-Time Funding - General Fund		
CDD Consultant Services - Building	\$ 50,000	
CDD Consultant Services - Engineering	\$ 50,000	
Fire Grass Rig (Include Revenue of \$250K in Fund 012)	\$ 250,000	
Fire Overhire	\$ 40,000	
Facilities Maintenance Worker Vehicle	\$ 33,000	
Cyclical Tree Pruning	\$ 100,000	
Homeless Pilot Project	\$ 75,000	
Municode Update	\$ 20,000	
Traffic Monitoring Equipment	\$ 10,000	
Economic Development Investment		
Deputy Director Position	\$ 187,060	
Contract Services	\$ 37,940	
Special Events	\$ 25,000	
PD Equipment	\$ 60,000	
Fire Station Relocation Study	\$ 50,000	
	\$ 988,000	
One-Time Funding - Non-General Fund		
Police League Activities	\$ 30,000	Measure J
Ferns Park - Poured-In-Place Rubber (Measure J)	\$ 100,000	Measure J
Woodland Sports Park Playground (Measure J)	\$ 36,000	Measure J
	\$ 166,000	
Utilities Maintenance Worker Vehicle	\$ 50,000	Water Enterprise
Total One-Time Funding Recommendations	\$ 1,204,000	

Given the ongoing constraints on the City budget across most all funding sources, limited flexibility is available to address ongoing supplemental budget augmentations. However, given the critical needs and consequences of deferring funding, a limited number of recurring funding recommendations are included in the budget. General fund savings derived from the recommended budget balancing plan allow for the addition – or re-allocation – of \$389,783 in General Fund appropriations primarily for the addition of a Parks Maintenance Worker and Facility Maintenance Worker, provide for the increase in the City’s Landscape contract and funding for ongoing support of key temporary part-time positions within Crime Prevention programs and addition of temporary part-time Parking Enforcement positions.

Within non-General Fund recurring funding is included the establishment of a new Deputy Director for Public Works / Utilities and the addition of a Utilities Maintenance Worker position. Both are funded through the elimination of a vacant position and a reduction in capital funding for water and sewer projects. The recommendations within the water and sewer utility provide some level of ongoing budget flexibility as the city completes its transition from ground water to surface water and also

Manager’s Transmittal

provides a cushion against revenue declines resulting from the aggressive water conservation measures being embraced by our community.

Recurring Funding - General Fund		
Parks Re-Organization - Add Parks Maint. Worker	\$ 110,000	
Facilities Maintenance Worker III / HVAC	\$ 39,120	
Temporary Crime Prevention Specialist	\$ 20,500	
Temporary Crime Intelligence Analyst	\$ 23,000	
Temporary Parking Enforcement	\$ 43,000	
Environmental Resource Analyst-Reclass	\$ 12,000	
Landscape Contract	\$ 91,691	
Fire Grass Rig Replacement Chargeback	\$ 17,000	
PD -High Tech Cyber Crime Program	\$ 33,472	
	\$ 389,783	
Recurring Funding Non -General Fund		
MakerSpace PCs	\$ 13,510	Measure J
Deputy PW Director/Utilities	\$ 224,470	Utility Enterprise
Elimination of Wastewater Administrator	\$ (146,340)	Utility Enterprise
CIP Project Reduction	\$ (400,000)	Utility Enterprise CIP
Utility Maintenance Worker II	\$ 79,442	Utility Enterprise
	\$ (228,918)	
<i>Total - Recurring Funding Recommendations</i>	\$ 160,865	

Funding Support for Selected Strategic Initiatives

- General Plan Update – funding has been provided in the current year budget for completion of the General Plan Update. Funding is projected to be sufficient to support remaining work plan to include release of draft document, completion of the Environmental Impact Report and the public process leading to plan adoption by the end of the calendar year.
- Economic Development – The budget includes an additional \$225,000 in one-time funding to expand economic development opportunities as well as manage large development projects that foster growth in both employment and property values.
- Flood Risk Protection - In addition to major investments in both water and wastewater infrastructure, progress continues in our efforts to develop a solution to the flood risk associated with Lower Cache Creek. Funding is provided in the adopted budget to support completion of the Army Corps of Engineers’ feasibility study as well as matching funds for the initial work plan for the \$5 million Proposition 1E grant funds provided through the SWRCB. Major project milestones are planned for the coming fiscal year, culminating in the identification of a locally-preferred project alternative that can proceed to design and construction pending identification of a financing plan to be shared across local, state and federal interests.
- Measure J / Youth Initiative – The budget provides ongoing funding support for programs established through the passage of Measure J through the voter-approved quarter-cent sales

Manager's Transmittal

tax that generates in excess of \$2.0 million per year. In addition to baseline funding for youth recreation, lunch-time and after school programming, Library literacy programs and services addressing needs of youth-at-risk, the adopted budget includes:

- Transferring of roughly \$200,000 in existing youth-related program costs to Measure J, including aquatics programs, library materials and funding for one-half of a School Resource Officers working closely with WJUSD.
 - Funding in the amount of \$100,000 to replace playground surface at Ferns Park
 - New Playground installation at the Community Sports Park
 - One-time funding of \$30,000 to help seed-fund the newly formed Police Activities League
 - Funding is provided to assist in the evaluation of a possible new pool complex
 - Funding is being set-aside to assist the city's Boxing Program, including consideration of potential sites for relocation of the current program.
- Youth Gang Reduction and Intervention Program (YGRIP) – Funds are provided for the continuation of the city's contract with the YGRIP Coordinator as well as supplemental funding to support a part-time (contract) Youth Counselor, re-establishing the Big Brothers / Big Sisters program in Woodland, and seed funding for the new Police Activities League. A major effort this coming year will include seeking grant funding through CalGRIP for sustained support for these initiatives.
 - Homelessness – An additional \$75,000 is included in support of the city's Housing First pilot project which supplements funding approved in the current year budget for homeless outreach services, The full \$100,000 provided by the city is expected to be matched by funding provided by Yolo County's Health and Human Services Agency.

Organizational Initiatives

There are also a number of organizational initiatives being advanced through the adopted budget and spending plan, including recommendations that respond to recommendations contained in the recently-completed organizational review of the Public Works Department.

- Parks Maintenance Transferred to Community Services Department – the budget includes transferring responsibility for parks maintenance, urban forestry, pool maintenance and cemetery services from the Public Works Department to the Community Service Department. Included as part of this reorganization is additional funding to support the addition of a new Parks Maintenance Worker as well as increased funding for the annual landscape maintenance contract.
- Utilities – a new Deputy Director of Public Works for Utilities will be established to assist in the overall management and oversight of the city's water and wastewater utilities, in light of the pending conversion of the city's water supply from ground water to surface water, deployment of aquifer storage and recovery (ASR) wells and initial deployment of recycled water for non-potable uses. As part of the updated staffing plan for the city's utility operations, a vacant Wastewater Administrator position will be deleted and a new Utility Maintenance Worker

Manager's Transmittal

position is being added. In addition, supplemental funding has been allocated in support of a more robust annual water and sewer pipeline maintenance program.

- Economic Development Projects – One-time funding is included from available excess reserves to increase the city's investment in economic development initiatives, including funds for a new staff position that will assist in expanding our economic development efforts, manage large legacy projects and continue to work in support of the city's robust food and ag industry cluster.

Looking Ahead

A major theme across many of our infrastructure investments is building for the City's future, with an emphasis on economic and community development. Chief among current initiatives is the ongoing update of the City's General Plan, scheduled to be completed within the coming fiscal year. The General Plan will provide the roadmap to managed growth for our community, while providing added flexibility and predictability for development opportunities identified as best meeting community needs – chief among these are business expansion and job creation.

As we implement the budget for FY2016/17, our goal is to sustain and build on several key investment opportunities and continue to look for ways to leverage our local funding to enhance programs and services. The community is already reaping the benefits of the approval of our Measure J ¼-cent sales tax measure in the June 2014 election, providing funding in support of youth programming and expanded library and recreation services.

The Council is currently taking steps to ensure the continuation of the city's expiring half-cent sales tax by advancing a November 2016 ballot measure. The half-cent sales tax (Measure E) currently provides in excess of \$4 million per year in support of capital program needs, including coverage of debt service payments. The renewal/extension of Measure E provides an opportunity for continued infrastructure investments in key areas, such as streets and roads, as well as a source of revenues to continue to enhance park facilities and amenities and support priority public safety needs not currently provided for in the present budget.

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,



Paul Navazio
City Manager

CITY COUNCIL PRIORITY GOALS

Soon after their official seating in July 2014, the current City Council participated in a study session specifically focused on establishing priority goals for 2014-2016. This discussion was set in motion by Mayor Stallard, wherein in his inauguration address he offered priorities for the Council to focus on during his two-year term as mayor. The City Council continued this discussion on September 9, 2014 and worked collaboratively to formulate the City Council Priority Goals for 2014-2016.

The Council selected six Major Goal Areas for focus over the two year period and established key strategies for the two-year period.

- ✓ **Quality of Life**
- ✓ **Strengthening Downtown**
- ✓ **Economic Development/Job Creation**
- ✓ **Infrastructure**
- ✓ **Fiscal Responsibility**
- ✓ **Public Safety**
- ✓ **Governance/Organizational Effectiveness**

Quality of Life

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, and encouraging and modeling environmental stewardship.

Strengthening Downtown

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.

Economic Development/Job Creation

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.

Infrastructure

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

City Council Priority Goals

environmental requirements and standards, while managing the overall cost consistent with available resources.

Fiscal Responsibility

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.

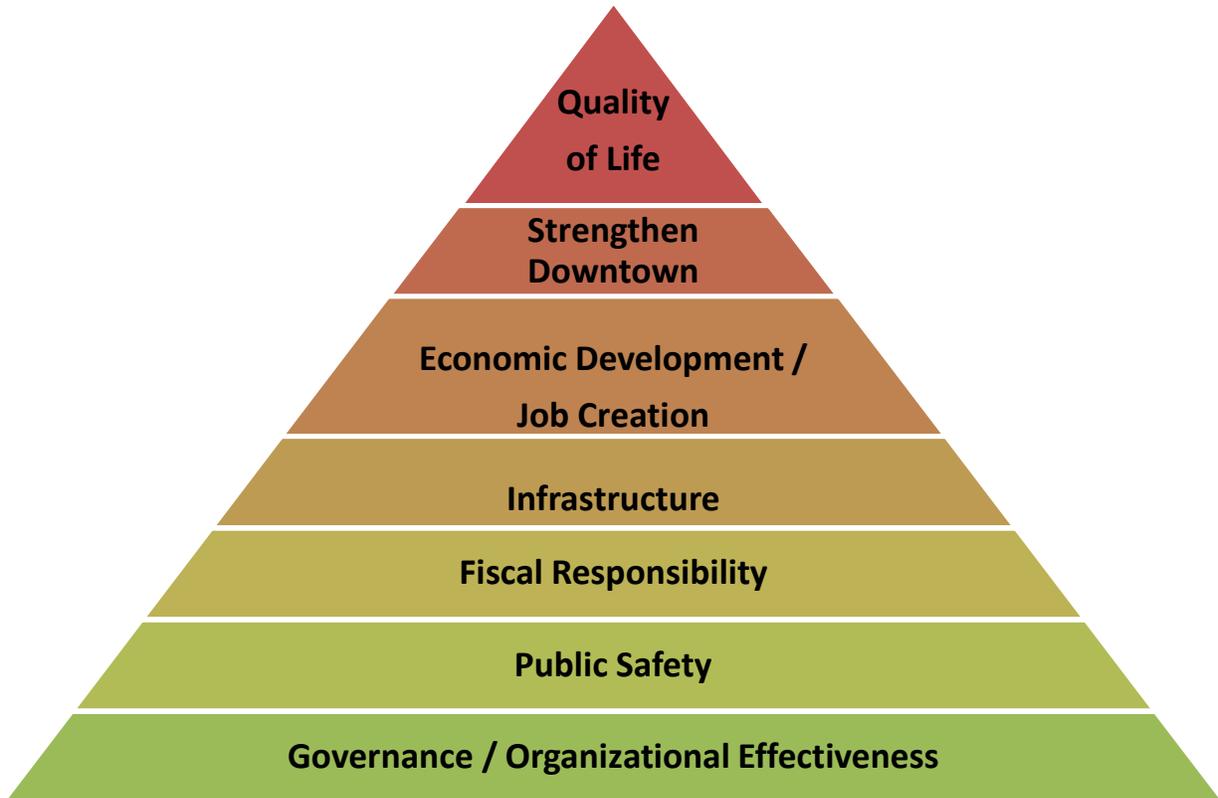
Public Safety

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

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.

MAJOR GOAL AREAS



Major Goal Areas	Sub-Categories
Quality of Life	<i>Arts, Culture & Recreation Environmental Sustainability</i>
Strengthen Downtown	<i>Streetscapes, Lighting & Signage Special Events / Civic Activities Historic Preservation</i>
Economic Development / Job Creation	<i>Employment & Jobs Business Climate Business Retention / Attraction</i>
Infrastructure	<i>Water, Sewer and Storm Drain Streets, Roads, Sidewalks and Bike Paths Parks & Urban Forest City Facilities</i>
Fiscal Responsibility	<i>Balanced-Budget, Financial Planning Capital / Debt, Treasury & Cash Management Unfunded Liabilities, Fiscal Policies</i>
Public Safety	<i>Health & Safety, Prevention & Intervention, Youth Diversion, Volunteerism</i>
Governance / Organizational Effectiveness	<i>Engagement, Collaboration, Transparency Public Information, Customer Service, Technology Performance Management, Accountability Labor-Management Relations, Succession Planning</i>

Goal Strategies

QUALITY OF LIFE

Strategies

- Ensure appropriate staffing and resource support of public safety departments, programs and initiatives
- Identify opportunities to restore funding to expand recreation programs and library services
- Ensure adequate funding to maintain parks, streetscapes, and other community amenities
- Promote bicycle and pedestrian friendly infrastructure: downtown, community, and safe-routes to school
- Identify opportunities to achieve city-wide conservation goals for use of energy, water, and other natural resources
- Work collaboratively with Woodland Joint Unified School District and Woodland Community College to support enhanced educational opportunities and academic achievement goals
- Promote expanded community events in neighborhood parks

STRENGTHEN DOWNTOWN

Strategies

- Convene regular meetings of Downtown Committee
- Update General Plan & Downtown Specific Plan to streamline development consistent with Economic Development goals
- Improve Live/Work Balance in the Downtown district
- Seek to leverage remaining Redevelopment Assets and Financing tools for targeted projects
- Increase number and frequency of Special Events and Community Activities throughout the downtown
- Expand Art & Entertainment Activities/Venues in Downtown
- Continue to enhance the walkability and Sense of Place

ECONOMIC DEVELOPMENT / JOB CREATION

Strategies

- Update General Plan with Land Use Plan and Policies that support diversification of economy
- Comprehensive Review of City Codes and Regulations
- Continue to improve Business-Friendly Culture and Practices
- Develop Plan to Mitigate Flood Issues in City's Industrial Area
- Market and Promote Targeted Business opportunities in collaboration with Local and Regional Agencies/Organizations: Cities/County/UCD/Chamber/Business Associates
- Establish new master Tax Sharing Agreement with Yolo County

INFRASTRUCTURE

Strategies

- Secure long-term, reliable and high-quality water supply
- 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
- Explore regional opportunities for sharing of infrastructure facilities, reduce environmental impacts and costs
- Complete Cache Creek Flood Control Plan
- Update Facilities Master Plan to include energy plan for agriculture

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
- Achieve agreement on fair and sustainable labor contracts
- Implement measures to address long-term unfunded liabilities
- Reduce burden of existing debt obligations

PUBLIC SAFETY

Strategies

- Ensure appropriate staffing and resource support of public safety departments
- Expand Crime Prevention and Neighborhood Watch
- Implement prevention and intervention programs for at-risk youth
- Review and Update Fire Department Master Plan

GOVERNANCE / ORGANIZATIONAL EFFECTIVENESS

Strategies

- Build-up 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 duty models

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 Finance Analyst 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 Finance Analyst. 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 six internal service funds:

- Vehicle Maintenance Fund
- Vehicle Replacement Fund
- Equipment 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. Over the next few years, retail growth is expected with projected residential growth in the area, particularly the Spring Lake Specific Plan, which assumes build-out of over 4,000 new single family and multi-family units over a 12 – 15 year period.

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

Budget Preparation Process

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 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 (Public Safety Department) – This division of the public safety 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 (Public Safety Department) – This division of the public safety 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, Redevelopment and Economic Development. 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 and parks. Public Works also manages the City's tree program, vehicle and equipment fleet and environmental compliance and conservation program.

Budget Summary

ADOPTED BUDGET 2016-2017
SUMMARY OF REVENUES BY FUND

FUND NO	TITLE	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED ACTUAL FY 2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
010	EQUIPMENT SERVICES	\$ 2,811,038	\$ 2,930,340	\$ 4,317,356	\$ 1,010,788	\$ 2,603,073	\$ 2,400,634
011	FACILITIES REPLACEMENT FUND	0	0	387,086	325,308	436,880	736,880
012	EQUIPMENT REPLACEMENT	0	0	0	3,893,814	714,372	1,012,372
013	BENEFITS FUND	5,976,306	6,201,360	6,666,919	7,255,515	8,046,336	8,585,682
015	INFORMATION SYSTEMS FUND	1,436,334	1,218,279	1,350,863	101,802	1,656,006	1,811,373
091	SELF INSURANCE	1,972,000	1,917,564	1,778,333	1,922,363	1,552,215	1,586,391
099	DISBURSE FUND-PR	3,516	3,752	1,270	1,144	0	0
101	GENERAL FUND	38,522,376	40,808,594	42,415,944	44,968,804	45,579,351	46,361,160
102	TRANS DEBT SVC	6,019	6,858	829	252	0	0
103	SRTD AGENCY FUND	0	0	0	0	0	0
210	WATER ENTERPRISE FUND	11,114,002	14,828,058	21,096,631	11,507,026	43,964,425	41,744,524
220	SEWER ENTERPRISE FUND	10,503,543	10,686,277	12,237,956	6,218,465	21,391,699	22,855,426
221	STORM DRAIN ENTERPRISE FUND	9,576,957	568,216	382,366	247,964	509,822	509,822
222	WASTEWATER PRE-TREATMENT	400,689	409,181	424,301	(284,010)	518,500	518,500
240	CEMETERY	274,277	283,663	288,886	288,183	295,229	295,229
241	DUBACH PARK ENTERPRISE	595,029	0	0	0	0	0
250	RECYCLING	400,918	394,945	206,986	192,833	225,100	225,100
252	CONSTRUCTION/DEMOLITION DEBRIS RECYCLE	19,217	49,364	41,675	44,073	40,000	40,000
253	RECREATION ENTERPRISE	313,968	350,086	280,028	335,427	401,976	377,635
260	FIRE TRAINING CENTER	1,528	74,979	55	45	0	0
280	TRANSIT SYSTEM	1,292,898	1,503,046	1,474,752	1,547,923	1,473,742	1,573,741
301	LITERACY GRANT	115,324	106,093	87,115	97,059	102,409	112,409
320	COMMUNITY DEVELOPMENT BLOCK GRANT	756,335	441,280	3,785,153	346,158	1,052,332	460,804
321	OFFSITE AFFORDABLE HOUSING	3,067	16,319	523,763	348,066	2,500	2,500
322	SUPPORTIVE HOUSING PROGRAM	\$ 187,726	\$ 253,993	\$ 81,328	\$ 247,190	\$ 224,890	\$ 224,890

Budget Summary

ADOPTED BUDGET 2016-2017
SUMMARY OF REVENUES BY FUND

	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	AMENDED	ADOPTED
	FY 2011-2012	FY 2012-2013	FY 2013-2014	ACTUAL	BUDGET	BUDGET
				FY 2014-2015	FY 2015-2016	FY 2016-2017
323 HOME GRANT	\$ 802,984	\$ 343,771	\$ 11,550,079	\$ 413,423	\$ 20,000	\$ 20,000
324 HOUSING ASSSITANCE GRANTS	9,820	207	8,002,362	89	73,412	0
325 WORKFORCE HOUSING GRANT	311	239	31,071	137,831	400,000	0
326 HOUSING ASSSITANCE	9,144	34,666	3,579,501	23,059	0	13,419
328 CDBG - ARRA FUNDS	7,369	0	13	19,911	0	0
329 ARRA GRANT PROJECTS	313,726	151,686	0	0	9,350	0
340 POLICE GRANT	29,699	35,965	18,779	8,109	379,052	397,712
349 LOCAL LAW ENFORCEMENT BL	4	3	1	1	0	0
350 COPS MORE TECH GRANT	26	20	6	5	0	0
351 TRANSPORTATION GRANT	4,534,660	1,648,342	1,136,093	672,068	5,321,306	11,000,000
352 SLESF	156,892	64,480	111,842	98,080	117,642	117,642
353 PROPOSITION 172	406,411	471,697	441,461	484,936	503,234	518,919
354 TRANS DEVELOPMENT (SB325)	1,681,537	1,380,551	1,397,470	1,839,425	1,434,585	1,463,028
355 GAS TAX-2106 (SELECT)	1,639,165	1,368,115	1,755,048	1,653,498	1,249,811	1,214,051
356 CEMETERY ENDOWMENT FUND	12,395	9,842	12,403	11,373	14,249	14,249
357 ASSET FORFEITURE FUND	1,715	14,987	17,327	19,267	32,100	25,100
358 HOUSING MONITORING FUND	16,944	13,772	11,906	37,634	10,824	13,419
359 FIRE SUPPRESSSION DISTRICT	73,887	88,014	228,425	340,206	60,000	60,000
360 FIRE SAFER GRANT	456,337	875,130	0	0	0	0
365 ENVIRONMENTAL COMPLIANCE	0	0	450,633	312,586	1,134,500	184,500
379 HISTORIC WALKING TOUR	1,122	1,585	1,238	1,18	1,898	1,898
381 GIBSON RANCH L&L	629,280	630,040	640,265	683,979	642,400	642,400
383 N PARK L&L DISTRICT	26,674	26,665	26,617	26,739	26,790	26,790
384 SP ASSESS STREND PD LAND	14,376	14,337	14,286	14,279	24,897	34,525
385 TRAFFIC CONGESTION RELIEF	0	0	0	0	0	0
386 USED OIL RECYCLING GRANT	23,189	18,507	16,740	19,033	16,000	16,000
387 WOODLAND WEST L&L	\$ 20,137	\$ 18,491	\$ 19,317	\$ 19,346	\$ 19,691	\$ 19,691

Budget Summary

ADOPTED BUDGET 2016-2017
SUMMARY OF REVENUES BY FUND

	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED ACTUAL FY 2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
389 SPRINGLAKE L&L	\$ 543,646	\$ 669,364	\$ 686,293	\$ 806,950	\$ 960,000	\$ 1,000,000
391 SPORTS PARK O&M CFD	228,289	221,504	309,991	411,378	421,260	429,685
392 GATEWAY L&L	88,433	70,557	76,609	93,644	90,393	90,393
501 CAPITAL PROJECTS	316,726	639,954	196,286	171,775	252,339	231,338
502 STATE BOND ACT - PARKS PRJS	446,979	222,256	165,917	0	0	0
506 MEASURE "E"	3,719,536	4,435,640	4,883,502	4,900,927	4,577,821	4,737,575
510 GENERAL CITY DEVELOPMENT	52,364	90,846	110,417	260,302	139,613	143,220
520 REDEVELOPMENT AGENCY	317,593	0	0	0	0	0
521 RDA - LOW/MOD HOUSING	5,995	0	0	0	0	0
522 RECOGNIZED OBLIGATION FUND	-6,005,359	1,846,838	1,413,348	1,107,291	956,161	956,161
540 PARKS & RECREATION DEVELOPMENT	4,702,017	1,861,636	940,359	4,024,417	2,512,971	2,526,821
541 PARK IN-LIEU FEES	192,365	233,559	649	1,277	104,000	104,000
550 POLICE DEVELOPMENT FUND	1,965,609	90,066	144,014	341,314	175,514	180,253
560 FIRE DEVELOPMENT	30,385	85,707	166,268	304,193	198,016	203,362
570 LIBRARY DEVELOPMENT	15,357	19,248	6,823	11,386	9,535	9,725
580 SURFACE WATER DEVELOPMENT	40,255	163,484	444,879	531,691	303,175	304,089
581 STORM DRAIN DEVELOPMENT	1,143,061	67,460	73,562	83,819	25,000	25,000
582 ROAD DEVELOPMENT	211,371	415,596	843,903	1,772,150	964,302	990,338
583 TREE RESERVE	55	34	10	7	50	50
584 WATER DEVELOPMENT FUND	21,996	38,736	119,854	120,783	77,261	79,347
585 SEWER DEVELOPMET FUND	10,887,175	1,782,529	1,286,986	1,513,829	891,816	915,895
590 SOUTHEAST AREA CONTRUCTION	335	258	50,550	63	38	38
593 GIBSON RANCH INFRASTRUCTURE	123,426	148,583	1,163	962	4,000	4,000
594 SPRING LAKE CAPITAL	133,778	84,161	-148,192	150,070	0	0
599 MASTER CAPITAL FUND	0	0	0	0	0	0
601 SPRINGLAKE ADMINISTRATION	\$ 64,780	\$ 89,448	\$ 249,902	\$ 202,069	\$ 199,375	\$ 204,758

Budget Summary

ADOPTED BUDGET 2016-2017
SUMMARY OF REVENUES BY FUND

	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED ACTUAL FY 2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
640 SLIF PARKS & RECREATION	\$ 278,469	\$ 386,880	\$ 1,088,483	\$ 895,802	\$ 870,170	\$ 893,633
681 SLIF STORM DRAIN FUND	396,550	654,746	1,595,358	1,371,559	1,339,125	1,375,281
682 SLIF STREET IMPROVEMENT	282,891	988,939	2,460,259	2,102,880	2,056,875	2,112,411
684 SLIF WATER FUND	81,251	138,066	338,564	291,059	791,866	799,544
685 SLIF SEWER FUND	130,110	217,740	528,060	453,976	442,875	454,833
815 2002 LEASE REVENUE BOND	1,385,481	1,614,810	19,670,740	0	0	0
821 RDA 2007 TAB	268	750,218	0	0	0	0
822 SUCCESSOR AGENCY DEBT SERVICE	0	0	0	0	0	0
830 SOUTHEAST AREA DEBT SERVICE	1,407,741	1,400,820	1,899,613	1,245,410	1,341,192	1,341,192
831 SOUTHEAST AREA-RES FUND	140	520	158	122	302	302
840 BEAMER/KENTUCKY ASSESSMENT	374,726	57,320	0	0	0	0
841 BEAMER/KENTUCKY ASSESS-R	391	300	89	74	0	0
850 EAST MAIN ST ASSESS DIST 90	1,299,205	1,284,138	1,263,258	180,608	1,286,972	1,286,972
851 EAST MAIN ST ASSESS DIST-R	454	353	323	248	192	192
870 CFD#2 SPRINGLAKE DEBT SERVICE	2,424,500	2,631,029	6,604,031	8,186,650	5,272,923	2,892,022
880 2005 CAPITAL PROJECTS L/R	2,060,674	1,636,847	15,370,752	7	0	0
881 2007 CAPITAL PROJECTS LRB	6,367,758	0	0	0	0	0
882 2012 LEASE REFUNDING	0	1,056,288	1,061,518	10	1,058,503	1,058,503
883 2014 REFUNDING LEASE REV BONDS	0	0	15,484,081	1,538,229	1,537,079	1,540,762
885 WWTP REVENUE BONDS 2005	852,524	503,675	7,794,553	0	0	0
915 RECREATION CONTRACT TRUST	142	109	32	27	0	0
917 LIBRARY TRUST FUND	55,102	23,598	2,039	11,439	34,700	200
TOTAL ALL FUNDS	\$ 133,795,415	\$ 116,137,000	\$ 141,385,216	\$ 123,486,782	\$ 171,178,012	\$ 174,110,310

Budget Summary

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED ACTUAL FY2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
PROPERTY TAXES						
PROPERTY TAX CY SECURED	\$ 8,283,876	\$ 8,187,084	\$ 8,352,558	\$ 9,143,595	\$ 9,725,000	\$ 10,116,918
SUPPLEMENTAL TAX ROLL	45,196	53,816	225,661	114,620	36,033	36,754
PROPERTY TAX CY UNSECURED	361,725	392,851	363,106	394,985	415,157	431,887
PROPERTY TAX PY UNSECURED	3,975	4,723	9,255	3,159	4,971	5,071
SPECIAL ASSMNT COLLECTION	15,613	17,046	12,142	11,404	11,632	11,864
Sub-Total Property Taxes	8,710,385	8,655,521	8,962,721	9,667,763	10,192,793	10,602,494
SALES/OTHER TAXES						
FORMER RDA PASS THRU	0	99,607	0	0	0	0
SALES & USE TAX	9,173,956	10,666,123	10,603,087	10,817,577	11,416,773	11,707,459
TIMING ADJUSTMENTS			322,984	0	697,915	0
SPEC DIST SALES TAX (MEASURE E)	4,005,406	4,408,254	4,402,515	4,622,761	4,669,903	5,115,367
MEASURE V	1,969,691	2,136,653	2,177,821	574,870	0	0
MEASURE J	0	0	0	1,724,611	2,338,583	2,492,542
HOTEL/MOTEL TAX	1,026,048	969,055	1,083,211	1,246,542	1,246,541	1,350,746
TOT PASS THRU	-249,814	-275,378	-213,677	-405,634	-342,799	-270,149
WVAD ASSESSMENT	0	0	0	0	0	202,612
WVAD PASS THRU	0	0	0	0	0	-101,306
DOCUMENT STAMP TAX	205,435	343,664	298,288	378,380	497,679	340,000
Sub-Total Other Taxes	16,130,721	18,347,977	18,674,229	18,959,107	20,524,159	20,837,271
STATE SUBVENTIONS						
STATE MOTOR VEHICLE IN LIEU	3,767,051	3,719,377	3,780,988	4,130,608	4,383,930	4,560,602
STATE MANDATED COST REIMB	3,873	34,289	11,642	389,542	0	0

Budget Summary

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED BUDGET FY2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
STATE HOME OWNER PROPERTY TAX	126,642	124,353	122,390	119,753	122,148	124,591
Sub-Total State Subventions	3,897,565	3,878,019	3,915,021	4,639,903	4,506,078	4,685,193
PERMITS, FEES & CHARGES						
PLAN REPRODUCTION FEE	0	0	5	0	0	0
BUSINESS LICENSE	338,364	365,426	366,276	383,195	343,400	360,000
VARIANCE FEE & USE PERMIT	31,853	51,900	62,184	72,836	74,293	75,779
LIABILITY ACCOUNT REVENUES	104,765	35,392	35,372	51,485	52,515	62,514
"ZONE CHG,GEN PLAN AMMEND"	1,574	1,817	2,001	6,146	6,269	6,394
TENTATIVE MAPS	4,230	4,380	6,588	4,458	4,547	4,638
SUS GREEN BLDG STANDARDS	-895	-193	405	1,305	0	0
PLAN CHECK FEE	56,259	86,607	101,727	154,732	120,000	74,263
DISABILITY ACCESS & EDUC REVOLVING	0	1,111	2,026	2,101	2,066	2,107
BUILDING PERMITS	294,496	437,745	579,826	653,778	465,058	521,632
PLUMBING PERMITS	36,041	82,640	75,610	76,273	78,757	85,354
ELECTRICAL PERMITS	36,180	107,553	65,369	88,063	71,473	77,949
MECHANICAL PERMITS	31,546	63,405	47,052	41,905	61,414	65,418
INSPECTION FEE	54,510	59,573	335,307	546,427	37,209	92,209
PLAN CHECK FEE	9,631	191,813	198,416	237,472	87,134	132,134
ENCROACHMENT PERMIT	23,208	41,699	48,231	58,802	26,790	27,594
TRANSPORTATION PERMIT	20,588	15,088	12,718	13,562	13,969	14,388
PLANNING FEE	8,215	19,352	9,644	16,784	2,480	2,554
LIABILITY ACCOUNT REVENUES	110,511	169,243	155,262	90,379	81,977	84,436
ENG MAP CHK FEES	0	37,014	32,103	32,742	13,390	13,792

Budget Summary

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED BUDGET FY2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
SUBDIVISION INSPECTIONS	4,100	9,638	0	80,377	105,060	108,212
<i>Sub-Total Community Development</i>	<i>1,165,177</i>	<i>1,781,203</i>	<i>2,136,121</i>	<i>2,610,822</i>	<i>1,647,802</i>	<i>1,811,368</i>
PLAN CHECK FEE	0	0	0	0	0	0
RED CROSS COURSE FEE	2,191	0	3,789	140	500	500
<i>Sub-Total Community Services</i>	<i>2,191</i>	<i>0</i>	<i>3,789</i>	<i>140</i>	<i>500</i>	<i>500</i>
BUSINESS LICENSE	7,693	8,065	8,077	10,257	9,267	9,267
PLANNING FEE	708	968	613	1,750	1,415	1,415
BICYCLE LICENSE	408	324	36	24	359	359
MASSAGE PERMITS	2,834	1,080	2,540	2,940	2,184	2,184
TAXI CAB PERMITS	824	515	430	300	860	860
FIRE ALARM RECOVERY	2,996	9,279	4,048	4,706	3,000	3,000
FIRE RECOVERY USA	2,375	305	0	0	0	0
LIABILITY ACCOUNT REVENUES	0	0	0	0	0	0
INSPECTION FEE	13,744	16,297	33,597	35,579	27,000	27,000
PLAN CHECK FEE	70,656	74,977	89,034	92,797	70,000	70,000
BUSINESS LICENSE	1,209	1,325	1,302	1,316	1,302	1,302
PLANNING FEE	708	968	613	1,750	415	415
FIRE PERMITS	102,969	114,889	85,367	67,587	110,000	110,000
FIRE - COUNTY SERVICES	13,149	13,168	22,727	7,630	0	0
<i>Sub-Total Public Safety</i>	<i>220,272</i>	<i>242,160</i>	<i>248,385</i>	<i>226,636</i>	<i>225,802</i>	<i>225,802</i>
STRONG MOTION INSPEC FEE	-6,859	0	0	0	0	0
APPEAL FEE	476	724	247	251	251	251

Budget Summary

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED BUDGET FY2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
FRANCHISE FEE	2,915,858	2,049,726	2,132,472	2,298,110	2,159,282	2,342,468
HABITAT EDUCATION	0	674	10,454	16,900	0	0
Sub-Total Permits, Fees & Charges	2,909,475	2,051,124	2,143,174	2,315,261	2,159,533	2,342,719
FINES & FORFEITURES						
NUISANCE ABATEMENT FINES	200	900	610	200	204	208
BAIL FORFEITURE FINES	0	15,394	18,376	212	6,620	16,620
BOOKING FINES	15,559	12,162	6,818	8,488	11,755	11,755
VEHICLE STORAGE FEE	11,889	7,671	4,071	4,956	6,130	6,130
FINGERPRINT FEE	92	216	93	64	56	56
VEHICLE CODE FINES	155,877	81,625	55,056	75,089	79,640	79,640
PARKING VIOLATION FINES	100,484	80,947	146,789	42,403	154,922	217,922
LIBRARY FINES	16,284	16,467	25,490	21,986	20,000	16,000
DMV SURCHARGE	0	18,000	12,000	0	0	0
OTHER FINES	500	0	0	0	0	0
MISC PENALTY INCOME	125	75	794	175	179	182
Sub-Total Fines & Forfeitures	301,010	233,457	270,097	153,573	279,506	348,513
SERVICE CHARGES						
COPY MACHINE REVENUE	1,431	0	0	0	0	0
PARK REVENUE	70,609	65,089	72,447	66,641	50,000	60,000
COMMUNITY SENIOR CENTER MISCEL	-5,325	-2,000	0	0	0	0
ADULT PARTICIPNT NON RESIDENT	230	65	0	315	0	0
C BROOKS SWIM CTR REV	104,391	117,388	120,221	159,435	140,000	150,000

Budget Summary

GENERAL FUND REVENUE DETAIL BY CATEGORY

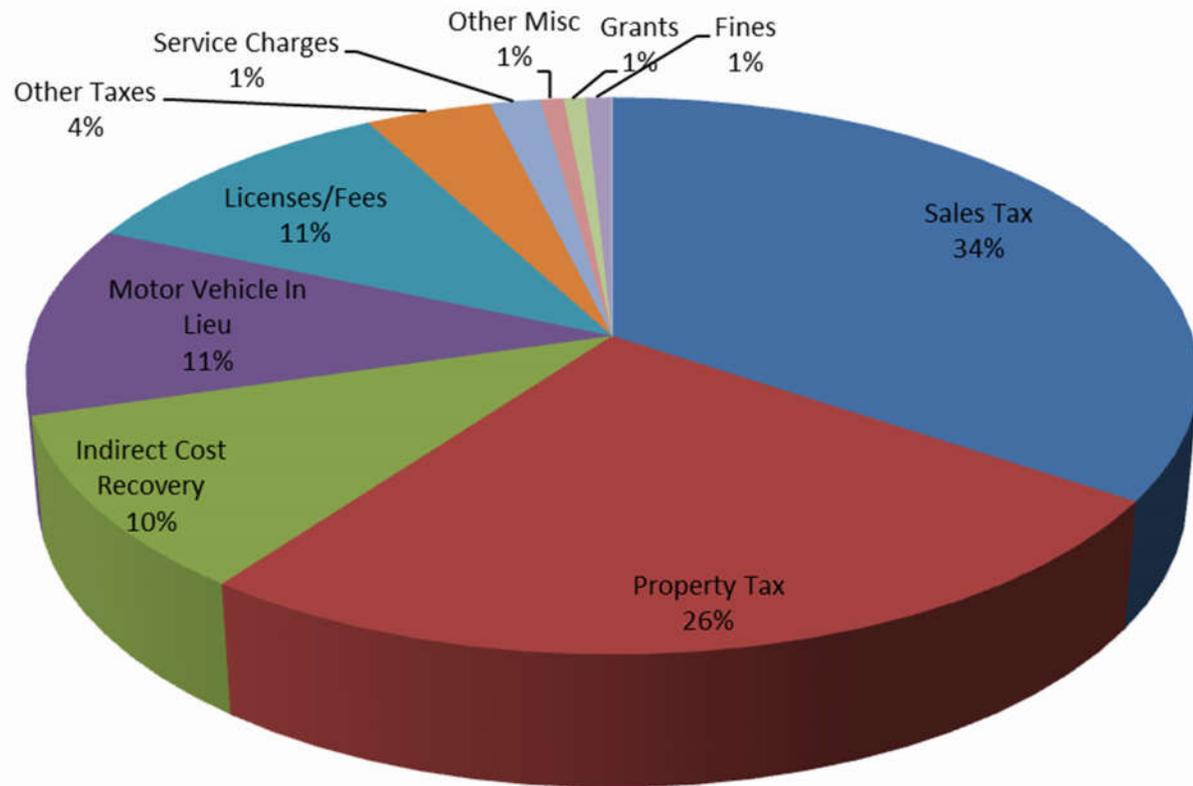
REVENUE SOURCE	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED BUDGET FY2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
SENIOR CENTER PROGRAMS REVENU	9,745	8,509	9,153	9,166	10,000	0
COMMUNITY SENIOR CENTER MISCEL	91,152	68,949	94,606	69,759	80,000	80,000
ADULT REC & LEAGUE PROGRAMS	-100	0	108	0	0	0
PARK RESERVE FEE	444	570	116	944	0	0
COMMUNITY FITNESS CENTER	26,482	28,950	35,542	35,558	35,000	34,992
COMMUNITY SPORTS PARK	148,606	136,867	188,295	234,493	180,000	205,000
MHFPC FEE FOR SERVICE	9,660	9,660	9,690	15,620	9,690	9,690
GENERAL RECREATION	0	0	0	35,886	0	0
SPEC POLICE SERVICES	7,988	10,325	13,240	15,643	14,576	14,576
ALARM PROGRAM	74,386	81,345	62,561	70,268	60,048	60,048
EVIDENCE & PROPERTY REVENUE	6,929	6,393	2,405	3,173	3,989	3,989
EXTRADITION REIMBURSEMENT	1,859	1,554	0	6,045	6,027	6,027
FIRE SERVICES CHARGE	0	610	770	0	1,000	1,000
HAZ MAT RESPONSE REVENUE	1,461	1,769	612	297	500	500
WEED & LOT CLEANING	0	406	0	192	196	200
FIRE MISCELLANEOUS SERVICES	13	13	0	14	14	0
REFUSE DELINQUENT COLLECTIONS	24,056	25,188	25,816	29,524	30,114	30,716
<i>Sub-Total Service Charges</i>	<i>574,017</i>	<i>561,649</i>	<i>635,581</i>	<i>755,957</i>	<i>636,140</i>	<i>656,738</i>
GRANTS/REIMBURSEMENTS						
YGRIP CONTRIBUTION	0	0	0	0	30,000	30,000
TRUANCY~SCHOOL SRO REIMB.	95,314	106,317	107,538	111,178	106,000	106,000
AB109 REIMBURSEMENT	97,500	226,363	184,281	189,351	146,238	146,238
<i>Sub-Total Grants/Reimbursements</i>	<i>192,814</i>	<i>332,680</i>	<i>291,819</i>	<i>300,529</i>	<i>282,238</i>	<i>282,238</i>

Budget Summary

GENERAL FUND REVENUE DETAIL BY CATEGORY

REVENUE SOURCE	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED BUDGET FY2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
OTHER MISCELLANEOUS						
COMMISSION ON POST REIMB.	21,161	17,231	21,779	38,164	16,998	16,998
CELL TOWER LEASE REVENUE	25,300	34,600	39,939	68,725	23,040	74,290
RENTAL INCOME	0	3,850	16,200	16,305	0	0
EQUIPMENT STOCK SALES	240	0	0	0	0	0
OTHER MISCELLANEOUS REVENUE	52	42	2,444	1,836	42	0
DONATIONS	720	0	0	1,755	1,755	1,755
STRIKE TEAM REIMBURSEMENT	24,610	0	0	204,728	416,531	0
ECONOMIC DEVELOPMENT REVENUE	0	0	0	25,700	0	0
SPRINGLAKE PERSONNEL REIMBURSE	240,135	202,517	182,199	196,085	160,000	160,000
SPRINGLAKE APPARATUS REIMBURSE	0	0	25,012	26,481	30,000	30,000
MISCELLANEOUS SALES	479	1,220	523	570	1,041	1,040
MISCELLANEOUS SALES	1,236	1,566	1,777	2,455	2,000	1,000
VARIABLE FLEET COST RECOVERY	0	0	0	0	51,250	51,250
CASH SHORT/OVER	-32	-45	167	-406	0	0
SETTLEMENT REVENUE	13,563	0	261,298	83,574	0	0
REIMBURSEMENTS	12,767	21,122	45,483	257,041	8,000	8,000
REBATE REVENUE	0	0	0	3,479	0	0
OTHER MISCELLANEOUS REVENUE	2,707	19,320	2,683	1,463	1,463	1,463
INTEREST INCOME	33,479	21,781	16,789	12,849	14,375	12,849
CHARGES TO OTHER DEPARTMENTS	3,903,953	4,262,544	4,265,334	4,259,928	4,259,928	4,259,928
TRANSFER FROM ENTERPRISE	138,378	138,378	138,378	138,378	138,378	0
Subtotal Other Miscellaneous	4,418,748	4,724,805	5,135,006	5,339,113	5,036,136	4,568,324
TOTAL GENERAL FUND REVENUE	\$ 38,522,376	\$ 40,808,594	\$ 42,415,943	\$ 44,968,804	\$45,579,351	\$40,361,160

GENERAL FUND REVENUE BY CATEGORY ADOPTED BUDGET FY2016-2017

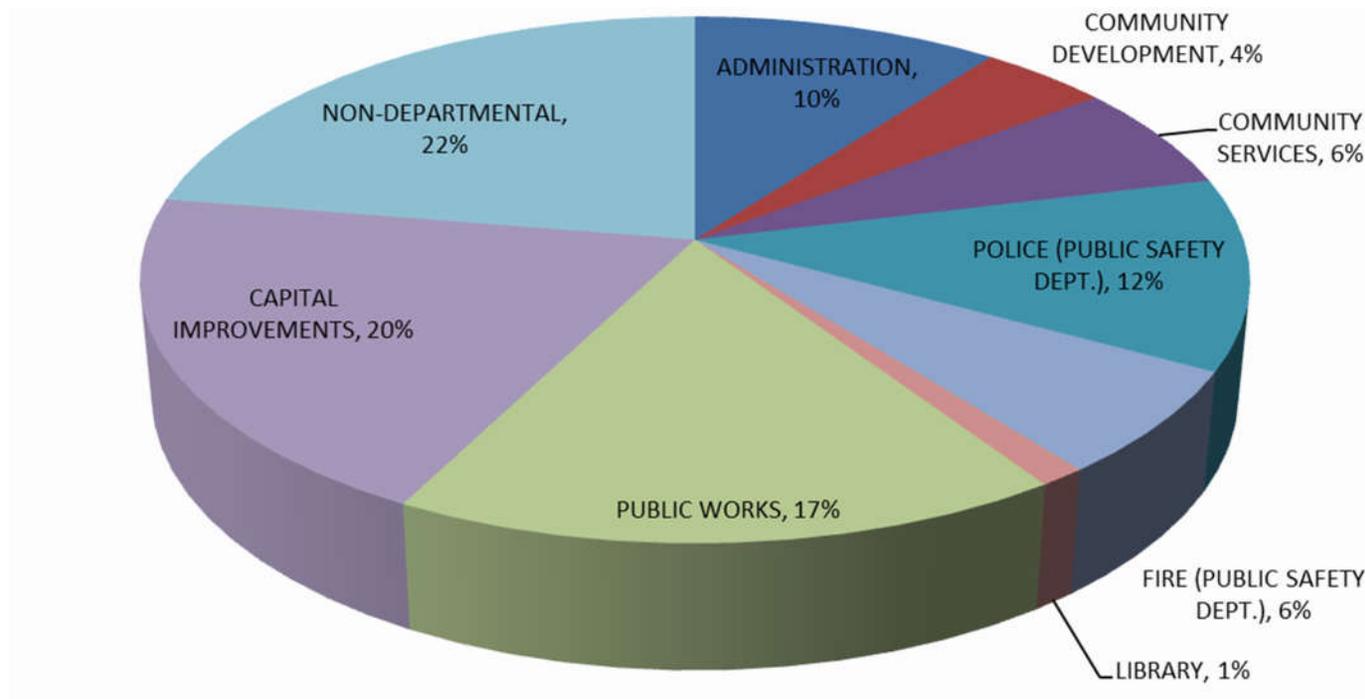


Budget Summary

**SUMMARY OF EXPENDITURES BY DEPARTMENT
ALL FUNDS**

	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	AMENDED	ADOPTED
	FY 2011-2012	FY 2012-2013	FY 2013-2014	ACTUAL	BUDGET	BUDGET
	<u>FY 2011-2012</u>	<u>FY 2012-2013</u>	<u>FY 2013-2014</u>	<u>FY 2014-2015</u>	<u>FY 2015-2016</u>	<u>FY 2016-2017</u>
EXPENDITURES						
ADMINISTRATIVE SERVICES	\$ 12,551,911	\$ 11,677,877	\$ 13,507,728	\$ 14,285,670	\$ 15,885,825	\$16,106,748
COMMUNITY DEVELOPMENT	12,844,891	7,125,281	7,758,834	6,716,723	6,705,867	6,788,130
COMMUNITY SERVICES	1,601,292	1,805,242	2,006,957	3,363,832	5,680,970	10,103,339
POLICE (PUBLIC SAFETY DEPT.)	14,855,889	14,765,553	16,011,703	16,197,195	17,673,892	18,296,306
FIRE (PUBLIC SAFETY DEPT.)	9,165,103	9,046,313	9,340,158	9,661,490	10,048,089	10,120,996
LIBRARY	1,099,434	1,317,196	1,382,238	1,578,006	1,907,030	1,862,032
PUBLIC WORKS	25,437,601	24,803,151	27,190,088	30,596,438	32,212,293	26,491,883
CAPITAL IMPROVEMENTS	13,624,273	11,996,319	7,703,649	11,325,004	58,158,958	31,106,518
NON-DEPARTMENTAL	58,624,265	29,115,395	115,852,095	35,984,818	39,015,812	34,958,599
TOTAL EXPENDITURES:	\$ 149,804,659	\$ 111,652,327	\$ 200,753,450	\$ 129,709,175	\$187,288,737	\$155,834,551

SUMMARY OF EXPENDITURES BY DEPARTMENT – ALL FUNDS ADOPTED BUDGET FY2016-2017

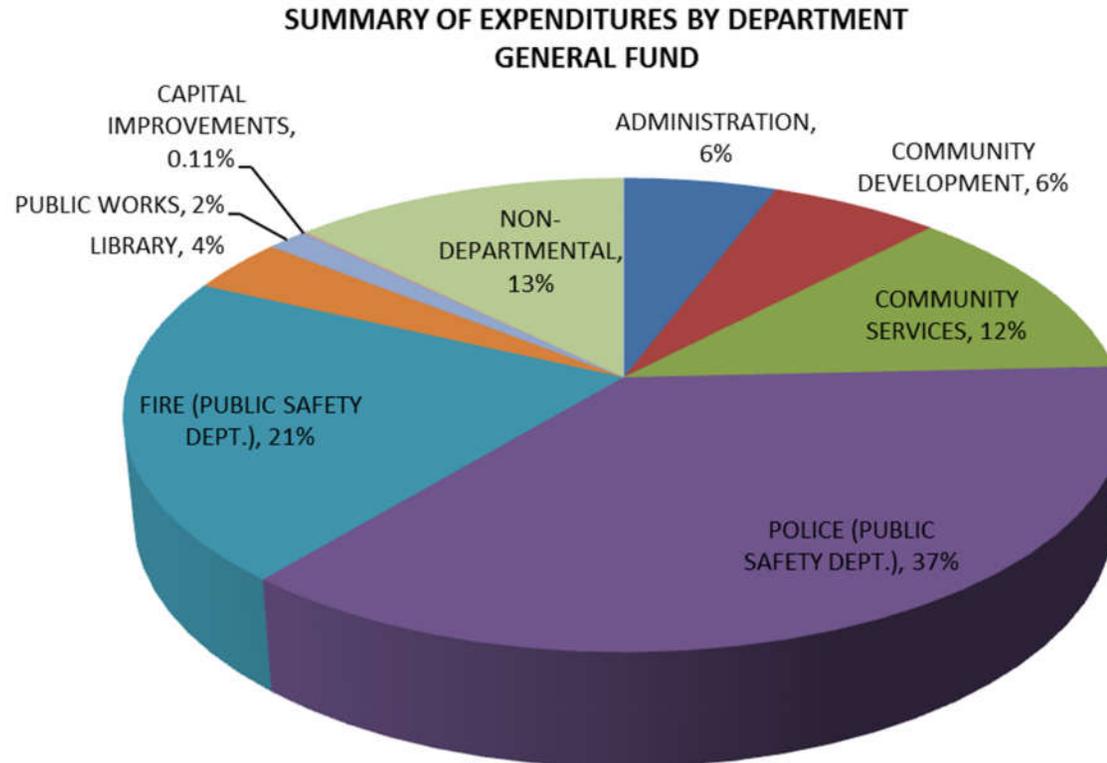


Budget Summary

**SUMMARY OF EXPENDITURES BY DEPARTMENT
GENERAL FUND**

	<u>ACTUAL</u> <u>FY 2011-2012</u>	<u>ACTUAL</u> <u>FY 2012-2013</u>	<u>ACTUAL</u> <u>FY 2013-2014</u>	<u>UNAUDITED</u> <u>ACTUAL</u> <u>FY 2014-2015</u>	<u>AMENDED</u> <u>BUDGET</u> <u>FY 2015-2016</u>	<u>ADOPTED</u> <u>BUDGET</u> <u>FY 2016-2017</u>
<i>EXPENDITURES</i>						
ADMINISTRATIVE SERVICES	\$ 2,543,961	\$ 2,316,726	\$ 2,498,249	\$ 2,570,179	\$ 2,935,532	\$ 2,730,679
COMMUNITY DEVELOPMENT	2,158,999	2,126,443	2,113,501	2,414,004	2,991,642	3,028,083
COMMUNITY SERVICES	2,339,032	1,514,762	1,680,320	2,258,804	3,311,317	5,723,567
POLICE (PUBLIC SAFETY DEPT.)	14,133,529	14,238,243	15,590,127	15,680,039	16,851,345	17,429,235
FIRE (PUBLIC SAFETY DEPT.)	8,385,067	8,049,621	9,095,009	9,436,568	9,826,581	9,894,220
LIBRARY	922,678	1,142,475	1,272,029	1,474,433	1,742,752	1,754,863
PUBLIC WORKS	806,645	2,142,441	2,490,055	2,586,117	2,951,587	725,169
CAPITAL IMPROVEMENTS	0	11,866	50,871	0	4,000	50,000
NON-DEPARTMENTAL	4,652,359	5,569,667	8,434,276	6,156,691	6,465,086	6,013,344
<i>TOTAL EXPENDITURES:</i>	\$ 35,942,270	\$ 37,112,244	\$ 43,224,437	\$ 42,576,836	\$ 47,079,843	\$ 47,349,160

SUMMARY OF EXPENDITURES BY DEPARTMENT – GENERAL FUND ADOPTED BUDGET FY2016-2017



Budget Summary

ADOPTED BUDGET 2016-2017
SUMMARY OF EXPENDITURES BY FUND

FUND NO	TITLE	ACTUAL FY2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED ACTUAL FY 2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
010	EQUIPMENT SERVICES	\$ 2,774,607	\$ 2,573,935	\$ 3,191,854	\$ 5,549,741	\$ 2,557,509	\$ 2,961,766
011	FACILITIES REPLACEMENT FUND	0	0	109,371	120,519	100,000	390,000
012	EQUIPMENT REPLACEMENT	0	0	0	840,624	1,728,395	1,461,128
013	BENEFITS FUND	6,179,979	5,871,990	6,484,144	7,727,412	8,014,426	8,636,614
015	INFORMATION SYSTEMS FUND	1,490,771	1,294,966	1,636,192	1,521,459	2,134,123	2,014,357
091	SELF INSURANCE	1,364,416	1,340,952	1,829,962	1,383,234	1,636,560	1,640,789
101	GENERAL FUND	35,942,270	37,112,244	43,224,437	42,576,836	47,079,843	47,349,160
102	TRANS DEBT SVC	351	0	0	0	0	0
103	DEBT SERVICE ASSESSMENT DISTRICT	0	-507	0	0	0	0
210	WATER ENTERPRISE FUND	9,207,384	9,846,124	11,123,038	10,294,374	31,978,772	27,352,077
220	SEWER ENTERPRISE FUND	23,204,704	13,980,882	37,308,154	12,080,341	27,380,950	18,196,722
221	STORM DRAIN ENTERPRISE FUND	1,131,440	1,189,594	1,183,545	1,216,289	1,383,189	1,357,253
222	WASTEWATER PRE-TREATMENT	441,990	454,472	451,704	443,192	580,645	517,240
240	CEMETERY	257,870	346,881	375,040	388,824	411,401	434,831
250	RECYCLING	361,619	372,964	199,864	192,640	508,317	255,759
252	CONSTRUCTION/DEMOLITION DEBRIS RECYCLE	36,428	37,857	36,467	30,824	34,262	38,512
253	RECREATION ENTERPRISE	284,635	276,774	311,840	331,978	377,284	362,422
260	FIRE GRANTS	53,667	35,532	28,832	0	0	0
280	TRANSIT SYSTEM	1,402,508	1,434,847	1,319,876	1,384,737	1,473,742	1,573,742
301	LITERACY GRANT	161,860	154,619	83,834	73,618	102,409	70,375
320	COMMUNITY DEVELOPMENT BLOCK GRANT	783,278	456,411	412,894	516,672	1,052,332	659,187
321	OFF-SITE AFFORDABLE HOUSING	245,452	150,554	6,666	6,666	171,219	0
322	SUPPORTIVE HOUSING PROGRAM	\$ 179,410	\$ 228,435	\$ 111,241	\$ 190,339	\$ 219,833	\$ 201,188

Budget Summary

ADOPTED BUDGET 2016-2017
SUMMARY OF EXPENDITURES BY FUND

	ACTUAL FY2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED ACTUAL FY 2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
323 HOME GRANT	\$ 935,565	\$ 235,244	\$ 9,950	\$ 292,528	\$ 417,465	\$ 469,468
324 HOUSING ASSISTANCE GRANTS	8,000	0	0	257,517	73,412	73,375
325 WORKFORCE HOUSING GRANT	0	0	0	137,775	400,000	0
326 HOUSING ASSSITANCE	0	3,783	1,376,725	118,828	13,152	21,100
328 CDBG ARRA	6,562	0	0	0	0	0
329 ARRA GRANT PROJECTS	315,509	129,703	6,845	0	0	0
340 POLICE GRANTS	46,325	37,210	19,030	17,996	374,758	393,418
349 LOCAL LAW ENFORCE BL	0	0	0	0	1,382	0
350 COPS MORE TECH GRANT	0	0	0	0	7,968	0
351 TRANSPORTATION GRANT	2,899,834	1,603,929	1,225,529	1,360,648	5,321,306	11,100,000
352 SLESF	126,694	121,524	128,945	108,198	117,155	126,084
353 PROPOSITION 172	378,233	459,162	479,500	554,586	529,423	563,297
354 TRANS DEVELOPMENT (SB325)	1,440,772	1,515,223	1,528,943	1,421,503	1,653,254	1,651,993
355 GAS TAX-2106 (SELECT)	1,335,033	1,266,046	1,264,509	1,262,891	1,328,730	1,362,522
356 CEMETERY ENDOWMENT FUND	230,195	0	0	0	0	0
357 ASSET FORFEITURE FUND	3,716	1,551	10,418	39,589	25,000	25,000
358 HOUSING MONITORING FUND	20,111	17,031	17,031	87	12,387	87
359 FIRE SUPPRESSSION DISTRICT	2,450	1,220	6,524	6,781	3,500	3,500
360 FIRE SAFER GRANT	571,577	739,319	0	0	0	0
365 ENVIRONMENTAL COMPLIANCE	0	0	202,677	230,049	1,299,856	190,782
381 GIBSON RANCH L&L	544,877	561,734	687,752	703,496	792,925	838,920
383 N PARK L&L DISTRICT	20,312	21,842	15,714	21,982	27,129	32,306
384 SP ASSESS STREND PD LAND	13,082	20,218	18,975	21,193	24,897	33,897
385 TRAFFIC CONGESTION RELIEF	500,039	0	0	0	0	0
386 USED OIL RECYCLING GRANT	\$ 27,022	\$ 15,320	\$ 18,527	\$ 17,921	\$ 40,610	\$ 16,000

Budget Summary

ADOPTED BUDGET 2016-2017
SUMMARY OF EXPENDITURES BY FUND

	ACTUAL	ACTUAL	ACTUAL	UNAUDITED	AMENDED	ADOPTED
	FY2011-2012	FY 2012-2013	FY 2013-2014	ACTUAL	BUDGET	BUDGET
				FY 2014-2015	FY 2015-2016	FY 2016-2017
387 WOODLAND WEST L&L	\$ 5,154	\$ 13,564	\$ 9,113	\$ 11,509	\$ 23,112	\$ 24,404
389 SPRINGLAKE L&L	653,883	726,773	774,931	876,272	1,014,834	1,073,395
391 SPORTS PARK O&M CFD	198,732	296,588	311,941	361,363	425,278	402,765
392 GATEWAY L&L	35,010	50,798	61,231	81,500	118,695	146,539
501 CAPITAL PROJECTS	1,524,109	564,704	299,004	300,631	401,403	54,416
502 STATE BOND ACT - PARKS PRJS	456,451	198,368	26,753	0	0	0
506 MEASURE "E"	6,930,533	3,304,853	2,970,252	4,196,380	7,729,481	4,922,762
508 CAPITAL PROJECTS	524	-14,203	0	0	0	0
510 GENERAL CITY DEVELOPMENT	173,476	611,066	412,309	239,688	793,622	6,779
520 REDEVELOPMENT AGENCY	3,621,614	0	0	0	0	0
521 RDA LOW/MOD HOUSING	539,112	0	0	0	0	0
522 RECOGNIZED OBLIGATION RETIREMENT FUND	1,194,745	1,388,941	1,169,613	4,875,059	994,729	1,002,279
523 RDA 07 TAB BOND PROCEEDS	0	0	0	3,101,260	1,048,740	0
540 PARKS & RECREATION DEVELOPMENT	2,256,305	1,861,636	940,359	1,888,308	1,866,791	1,859,321
541 PARK IN-LIEU FEES	373,026	105,360	0	209,527	0	0
550 POLICE DEVELOPMENT FUND	100,668	81,220	72,055	69,342	70,364	70,364
560 FIRE DEVELOPMENT	343,688	284,904	49,161	181,564	181,121	181,121
570 LIBRARY DEVELOPMENT	94,702	96,164	72,996	90,550	87,587	87,587
580 SURFACE WATER DEVELOPMENT	0	0	0	0	0	20,000
581 STORM DRAIN DEVELOPMENT	2,296,885	208,811	201,146	203,036	1,680,708	203,981
582 ROAD DEVELOPMENT	567,487	1,093,130	744,433	461,755	1,185,848	642,351
583 TREE RESERVE	3,410	3,091	623	2,020	2,400	0
584 WATER DEVELOPMENT FUND	3,441,687	74,015	69,799	69,799	69,799	269,799
585 SEWER DEVELOPMET FUND	\$ 3,807,447	\$ 1,779,898	\$ 1,058,808	\$ 67,441	\$ 67,441	\$ 67,441

Budget Summary

ADOPTED BUDGET 2016-2017
SUMMARY OF EXPENDITURES BY FUND

	ACTUAL FY2011-2012	ACTUAL FY 2012-2013	ACTUAL FY 2013-2014	UNAUDITED ACTUAL FY 2014-2015	AMENDED BUDGET FY 2015-2016	ADOPTED BUDGET FY 2016-2017
593 GIBSON RANCH INFRASTRUCTURE	\$ 22,984	\$ 244,253	\$ 990	\$ 990	\$ 990	\$ 990
594 SPRINGLAKE CAPITAL	2,124,159	154,251	149,594	239,394	138,103	138,853
599 MASTER CAPITAL FUND	0	6,420	0	0	0	0
601 SPRINGLAKE ADMINISTRATION	80,141	76,508	76,714	103,532	216,595	125,159
640 SLIF PARKS & RECREATION	333,008	308,094	302,534	364,300	685,250	3,446,627
681 SLIF STORM DRAIN FUND	462,807	682,578	1,143,135	1,282,150	3,231,496	0
682 SLIF STREET IMPROVEMENT	3,623,585	2,562,410	2,052,304	1,710,986	7,022,805	547,000
684 SLIF WATER FUND	84,653	130,918	283,330	236,504	-7,599	0
685 SLIF SEWER FUND	126,501	203,877	441,350	368,439	0	0
815 2002 LEASE REVENUE BOND	1,360,522	1,619,801	20,802,243	0	0	0
821 RDA 2007 TAB	2,789,185	0	0	0	0	0
830 SOUTHEAST AREA DEBT SERVICE	1,325,057	1,324,738	1,312,383	1,435,650	1,674,120	1,674,120
831 SOUTHEAST AREA-RES FUND	0	0	1,127,429	0	0	0
840 BEAMER/KENTUCKY ASSESSMENT	366,921	368,157	199,238	0	0	0
850 EAST MAIN ST ASSESS DIST 90	1,248,857	1,258,553	1,248,487	1,235,707	1,245,779	1,245,779
870 CFD#2 SPRINGLAKE DEBT SERVICE	2,396,755	2,764,337	3,559,396	9,374,881	11,224,321	2,615,424
880 2005 CAPITAL PROJECTS L/R	1,644,977	1,638,833	17,308,087	0	0	0
881 2007 CAPITAL PROJECTS LRB	7,397,962	81,420	0	0	0	0
882 2012 LEASE REFUNDING	0	1,056,288	1,059,703	1,057,886	1,058,504	1,058,504
883 2014 REFUNDING LEASE REV BOND	0	0	15,475,733	0	1,541,089	1,541,089
885 WWTP REVENUE BONDS 2005	850,400	511,520	8,112,875	1,538,223	0	0
915 RECREATION CONTRACT TRUST	2,096	0	0	0	43,941	0
917 LIBRARY TRUST FUND	14,896	20,101	26,374	29,955	61,869	36,794
TOTAL ALL FUNDS	\$ 149,804,659	\$ 111,652,327	\$ 200,753,450	\$ 153,673,055	\$ 129,709,175	\$ 155,834,551

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 also need to be in place, should alternative scenarios play out.

General Fund 5-Year Forecast

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

- General Fund revenues (excluding Measure E) are projected to grow at an average annual rate of 2.2% per year, resulting in total revenue growth of \$3.8 million over five-year period FY 2016/17 through FY 2019/20.
- General Fund expenditures (excluding the transfer of Measure E) are projected to experience annual increases averaging 3.2% per year, resulting in total General Fund expenditures growth of \$5.5 million over five-year forecast period.
- Without corrective action, the General Fund reserve will decline from an estimated \$10.6 million (25.9% of revenues) at the end of the FY2016-17, falling below the 20% reserve policy level, to \$8.3 million (or 19%) by FY2018-19, and down to only \$6.7 million (or 15%) by FY2019-20.
- 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 2.0% 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 57,223 for FY2014-15 and remain relatively flat. 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 FY2015-16 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 current (FY 2015-16) staffing levels. It should be noted that any budget that maintains “flat” staffing/service levels needs to account for increased costs resulting from personnel costs as well as inflation and contractual obligations impacting non-personnel expenditures.

Personnel Costs

Salary and benefit costs make up 67% of the General Fund budget, less the transfer out of Measure E proceeds. Every 1% increase in total compensation costs approximately \$415,808 on an all funds basis, and approximately \$267,560 to the General Fund.

The Five-Year Plan reflects total compensation (salaries and benefits) increases of 3.6% for FY2016-17, and averaging 3.9% per year over the five-year forecast. This represents an increase of approximately \$4.4 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 5.8% for FY 2016-17 and the forecast assumes annual average increases of 7.4% thereafter. The City is projected to pay out \$10.1 million in FY 2016-17, with \$6.1 million charged to the General Fund.

Other Post-employment Benefits (OPEB)

GASB Pronouncement 45 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 45 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 FY2015-16, the OPEB contribution rate is approximately 8% of salaries, and includes an estimated \$986,901 in supplemental funding to be applied toward the amortization of the unfunded liability. Over the Five-Year Plan, the OPEB contribution rate increases to approximately 17.9% of salaries; this is steadily climbing toward the goal of fully funding the annually required contribution of \$4.5 million or 21% of salaries.

State Retirement System

Retirement rates are set annually by the California Public Employees’ Retirement System (CalPERS). The rates established for FY 2016-17 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 Adopted FY2016-17 Budget and Five-Year Forecast:

General Fund 5-Year Forecast

	PERS projection FY2015/16		PERS projection FY2016/17		PERS projection FY2017/18		PERS projection FY2018/19		PERS projection FY2019/20
PERS RATES									
SAFETY	33.621		36.079		38.400		40.700		43.000
Change	9.1%		7.3%		6.4%		6.0%		5.7%
MISC	28.199		29.514		31.500		33.400		35.300
Change	13.2%		4.7%		6.7%		6.0%		5.7%

On an all-funds basis, the City's cost for retirement benefits in FY2015-16 is \$6.5 million. The General Fund represents approximately 64% of citywide personnel costs which implies that the General Fund cost for retirement contributions would grow to just over \$4.4 million for FY2016-17.

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, correction of the ongoing approximately \$923,000 to \$1.5 million (over the Five-Year Plan) structural imbalance in the General Fund is expected to take place in the FY 2016-17 fiscal year and corrected before the adoption of the FY 2017-2018 budget.

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 like 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 FY2016-17, these indicator revenues are expected to comprise an estimated 86% 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 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 4% in FY2016-17, and grow at 3.0% throughout the forecast.
- **Sales Tax** – Sales tax revenues are derived from the tax imposed on sales of goods and services transacted within the City. For FY2016-17, sales tax revenues are expected to grow by 2% and then grow at a modest 4% during 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 E (1/2 cent) and Measure J (1/4 cent). The assumptions described above apply to Measure E through its expiration in September 2018. No assumptions are made in the projections about possible continuances of these measures beyond their expiration date.

- **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 \$3.5 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

General Fund 5-Year Forecast

growth in each jurisdiction's assessed value. As noted with Property Taxes, these revenues are assumed to grow by 4% for FY2016-17 and at 3% 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. For this five-year projection, fee revenues are assumed to increase by 2.0% per year.
- 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 FY2016-17, and throughout the forecast, these revenues are assumed to increase by 2% per year.

General Fund 5-Year Forecast

ADOPTED FUNDING RECOMMENDATIONS

One-Time Funding - General Fund		
CDD Consultant Services - Building	\$ 50,000	
CDD Consultant Services - Engineering	\$ 50,000	
Fire Grass Rig (Include Revenue of \$250K in Fund 012)	\$ 250,000	
Fire Overhire	\$ 40,000	
Facilities Maintenance Worker Vehicle	\$ 33,000	
Cyclical Tree Pruning	\$ 100,000	
Homeless Pilot Project	\$ 75,000	
Municode Update	\$ 20,000	
Traffic Monitoring Equipment	\$ 10,000	
Economic Development Investment		
Deputy Director Position	\$ 187,060	
Contract Services	\$ 37,940	
Special Events	\$ 25,000	
PD Equipment	\$ 60,000	
Fire Station Relocation Study	\$ 50,000	
	<u>\$ 988,000</u>	
One-Time Funding - Non-General Fund		
Police League Activities	\$ 30,000	Measure J
Ferns Park - Poured-In-Place Rubber (Measure J)	\$ 100,000	Measure J
Woodland Sports Park Playground (Measure J)	\$ 36,000	Measure J
	<u>\$ 166,000</u>	
Utilities Maintenance Worker Vehicle	\$ 50,000	Water Enterprise
<i>Total One-Time Funding Recommendations</i>	<i>\$ 1,204,000</i>	

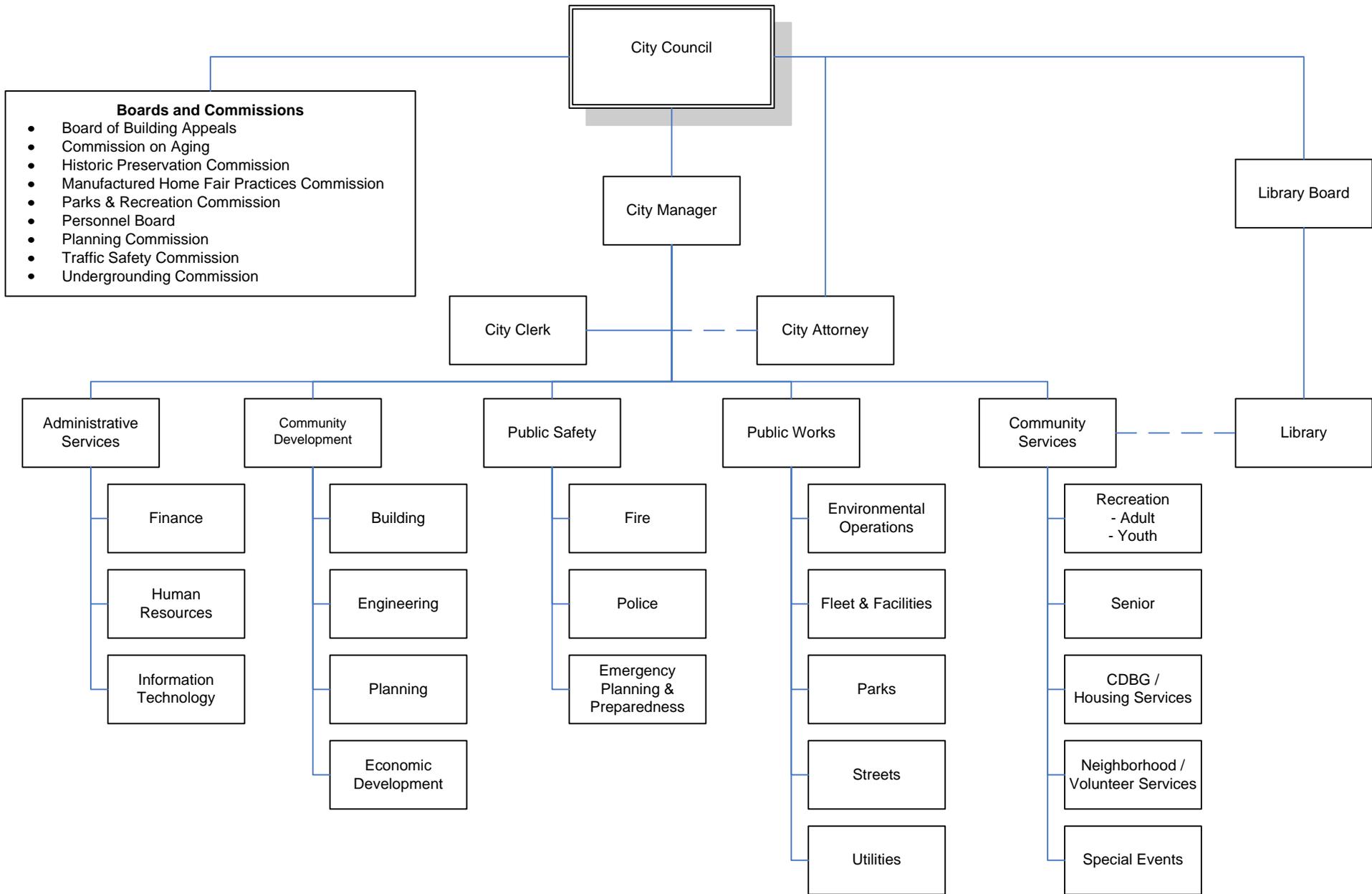
General Fund 5-Year Forecast

Recurring Funding - General Fund		
Parks Re-Organization - Add Parks Maint. Worker	\$ 110,000	
Facilities Maintenance Worker III / HVAC	\$ 39,120	
Temporary Crime Prevention Specialist	\$ 20,500	
Temporary Crime Intelligence Analyst	\$ 23,000	
Temporary Parking Enforcement	\$ 43,000	
Environmental Resource Analyst-Reclass	\$ 12,000	
Landscape Contract	\$ 91,691	
Fire Grass Rig Replacement Chargeback	\$ 17,000	
PD -High Tech Cyber Crime Program	\$ 33,472	
	\$ 389,783	
Recurring Funding Non -General Fund		
MakerSpace PCs	\$ 13,510	Measure J
Deputy PW Director/Utilities	\$ 224,470	Utility Enterprise
Elimination of Wastewater Administrator	\$ (146,340)	Utility Enterprise
CIP Project Reduction	\$ (400,000)	Utility Enterprise CIP
Utility Maintenance Worker II	\$ 79,442	Utility Enterprise
	\$ (228,918)	
<i>Total - Recurring Funding Recommendations</i>	\$ 160,865	

General Fund 5-Year Forecast

ADOPTED BUDGET (INCLUDES FUNDING RECOMMENDATIONS)

General Fund	Audited Actual	Unaudited Actuals	Adopted	Mid-Year	Baseline	Forecast		
	FY 2013/14	FY 2014/15	FY2015/16	Projected FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
Beginning Balances	\$ 12,264,381	\$ 11,455,886	\$ 9,902,322	\$ 12,087,551	\$ 11,651,079	\$ 10,663,079	\$ 9,641,571	\$ 8,272,839
Revenues	\$ 42,415,943 3.9%	\$ 44,968,804 6.0%	\$ 43,961,913	\$ 46,118,613	\$ 46,361,160 0.53%	\$ 47,726,710 2.95%	\$ 45,024,393 -5.66%	\$ 44,912,216 -0.25%
Expenditures (Includes Measure J)	\$ 40,724,438 9.7%	\$ 42,576,837 -1.5%	\$ 43,961,913	\$ 46,928,287	\$ 46,361,160 1.00%	\$ 48,648,218 4.93%	\$ 46,293,125 -4.84%	\$ 46,370,078 0.17%
Annual Surplus/Deficit	1,691,506	2,391,967	(0)	(809,673)	(0)	(921,508)	(1,268,732)	(1,457,861)
General Fund One-Time Expenses			(474,758)	(474,758)	(988,000)	(100,000)	(100,000)	(100,000)
Measure J Unspent Fund Balance		(912,343)						
General Fund Loan Repayments	(2,500,000)							
Unreserved Fund Balance	\$ 11,455,886	\$ 12,935,510	\$ 9,427,563	\$ 10,803,120	\$ 10,663,079	\$ 9,641,571	\$ 8,272,839	\$ 6,714,978
FY15 Encumbered/Uncumbered Carry-Over to FY16		(847,959)		847,959				
Ending Unreserved Fund Balance	\$ 11,455,886	\$ 12,087,551	\$ 9,427,563	\$ 11,651,079	\$ 10,663,079	\$ 9,641,571	\$ 8,272,839	\$ 6,714,978
Percentage (E.U.F.B./Revenues)	30.3%	30.0%	23.9%	28.3%	25.9%	22.7%	19.0%	15.0%
Reserve Policy \$	\$ 4,921,596	\$ 5,244,986	\$ 7,879,502	\$ 8,220,354	\$ 8,249,159	\$ 8,480,450	\$ 8,727,124	\$ 8,982,443
Reserve Policy %	13.00%	13.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%
"Excess" Fund Balance (over Reserve Target)	\$ 6,534,291	\$ 6,842,566	\$ 1,548,061	\$ 3,430,726	\$ 2,413,920	\$ 1,161,121	\$ (454,285)	\$ (2,267,465)



CITY ORGANIZATION

Employee Summary - Citywide

Classification	Adopted			
	FY 2013/14	FY2014/15	FY2015/16	FY2016/17
Accountant I	0	0	0	0
Accountant II	1	1	1	1
Administrative Clerk I	1	1	1	1
Administrative Clerk II	4	4	4	4
Administrative Clerk III	2	2	2	2
Administrative Secretary	3	3	2	2
Administrative Supervisor	0	0	1	1
Application Analyst, Sr.	0	1	1	1
Associate Civil Engineer	3	3	2	1
Associate Engineer	0	0	1	1
Associate Planner	1	1	1	1
Chief Building Official	1	1	1	1
Chief Plant Operator	1	1	0	0
Chief Collection System Operator	0	0	0	1
Chief Water Systems Operator	0	1	0	0
City Clerk	1	1	1	1
City Engineer	1	1	1	1
City Manager	1	1	1	1
Code Compliance Officer II	1	2	2	2
Community Development Director	1	1	1	1
Community Development Technician II	1	1	1	1
Community Services Director	1	1	1	1
Community Services Officer	4	4	4	4
Community Services Program Manager	0	1	2	2
Conservation Coordinator	3	3	3	3
Construction Project Manager	0	0	1	1
Crime & Intelligence Analyst	1	1	1	1
Crime Prevention Specialist	0	0	1	1
Deputy CDD Director	0	0	0	1
Deputy PW Director - O&M	0	1	1	1
Deputy PW Director - Utilities	0	0	0	1
Electrical Supervisor	1	1	1	1

Employee Summary-Citywide (Continued)

Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
Electrical/Electronics Instrumentation Technician	5	0	0	0
Electrician's Assistant	2	2	2	2
Engineering Technician II	4	4	1	1
Engineering Technician III	2	2	5	5
Environmental Compliance Inspector I	1	1	2	2
Environmental Compliance Specialist	1	1	0	0
Environmental Resource Analyst	1	1	1	0
Environmental Resource Manager	0	0	0	1
Equipment Services Clerk	1	1	1	1
Equipment Services Worker	1	1	1	1
Facilities Maintenance Worker I	0	0	1	0
Facilities Maintenance Worker II	1	1	0	2
Facilities Maintenance Worker III	2	2	2	2
Finance Clerk I	1	0	0	0
Finance Clerk II	1	2	2	2
Finance Officer	1	1	1	1
Finance Specialist	3	3	3	3
Finance Supervisor	1	1	1	1
Fire Battalion Chief	3	3	3	3
Fire Captain	12	12	12	12
Fire Engineer	12	12	12	12
Fire Prevention Specialist II	2	2	2	2
Firefighter	15	15	15	15
Fleet & Facilities Manager	1	1	1	1
GIS Analyst	0	1	1	1
GIS Technician II	0	1	1	0
Heavy Equipment Mechanic	2	2	2	2
Human Resources Analyst II	1	1	1	1
Human Resources Manager	1	1	1	1
Ind Electrical Tech	0	2	2	2
Information Systems Administrator	1	0	0	0
Information Systems Specialist	3	0	0	0
Information Systems Technician II	2	0	0	1
Information Technology Analyst	0	1	1	1
Information Technology Manager	0	1	1	1
Laboratory & Env Comp Manager	0	0	1	1

Employee Summary-Citywide (Continued)

Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted
				FY2016/17
Laboratory Supervisor	1	1	0	0
Laboratory Technician II	2	2	0	2
Laboratory Technician III	0	0	2	0
Librarian I	1	1	2	0
Librarian II	1	1	1	3
Librarian III	1	1	1	1
Library Services Director	1	1	1	1
Library Technician Assistant II	2	2	3	1
Library Technician Assistant III	0	0	0	2
Light Equipment Mechanic	1	1	1	1
Literacy Coordinator	0	0	1	1
Maintenance Supervisor	1	1	1	1
Maintenance Worker I	0	0	2	2
Maintenance Worker II	5	5	3	3
Maintenance Worker III	3	3	2	2
Management Analyst II	3	1	1	1
Meter Services Technician	1	0	0	0
Park Maintenance Worker II	2	2	2	3
Park Maintenance Worker III	0	0	0	0
Park Superintendent	0	0	0	1
Park Supervisor	3	3	3	2
Police Captain	1	1	1	1
Police Chief	1	1	0	0
Police Lieutenant	3	3	3	3
Police Officer	45	45	49	49
Police Records Specialist	2	0	1	1
Police Sergeant	10	10	10	10
Pool Facilities Technician	1	1	1	1
Principal Civil Engineer	0	1	1	1
Principal Planner	1	1	1	1
Principal Utilities Civil Engineer	1	1	1	1
Public Safety Chief	0	0	1	1
Public Works Director	1	1	1	1
Records Manager	1	1	0	0
Recreation Coordinator	0	1	3	3
Recreation Supervisor	4	3	4	4
Redevelopment Manager	1	1	1	1

Employee Summary-Citywide (Continued)

Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted
				FY2016/17
Secretary to the City Manager	1	1	1	1
Senior Accountant	1	1	1	1
Senior Building Inspector	1	1	1	1
Senior Building Plans Examiner	1	1	1	1
Senior Associate Civil Engineer	0	0	1	2
Senior Civil Engineer	2	2	1	1
Senior Engineering Assistant	1	1	0	0
Senior Equipment Mechanic	1	1	1	1
Senior Management Analyst	2	4	4	4
Senior Planner	2	2	2	2
Signs and Marking Tech II	1	1	1	1
Senior Police Records Specialist	4	6	5	5
Senior Tree Trimmer	1	1	1	1
Senior Utilities Maint Wrk Sewer	0	1	1	1
Senior Utilities Maint Wrk Water	0	2	2	2
Senior Water System Operator	0	1	1	1
Senior Signs & Markings Technician	0	0	1	1
Senior Engineering Assistant	1	1	1	1
Storekeeper	1	1	1	0
Systems Analyst, Senior	0	1	1	1
Traffic Sig/Street Light Tech	0	1	1	1
Transportation Engineer	1	0	0	0
Treatment Plant Mechanic	1	1	1	1
Tree Trimmer II	1	1	1	1
Utilities Maintenance Supervisor	2	1	1	0
Utilities Maintenance Worker I	7	6	7	9
Utilities Maintenance Worker II	14	10	9	7
Utilities Maintenance Worker III	4	6	6	7
WPCF Superintendent	1	1	0	0
Wastewater Systems Admin	0	0	1	0
Water Pollution Control Operator II	2	0	0	0
Water Pollution Control Operator III	2	2	2	2
Water Pollution Control Operator IV	0	2	2	2
Water Systems Administrator	0	0	1	1
Water Services Technician	0	1	2	2
Water Systems Operator II	3	2	2	2

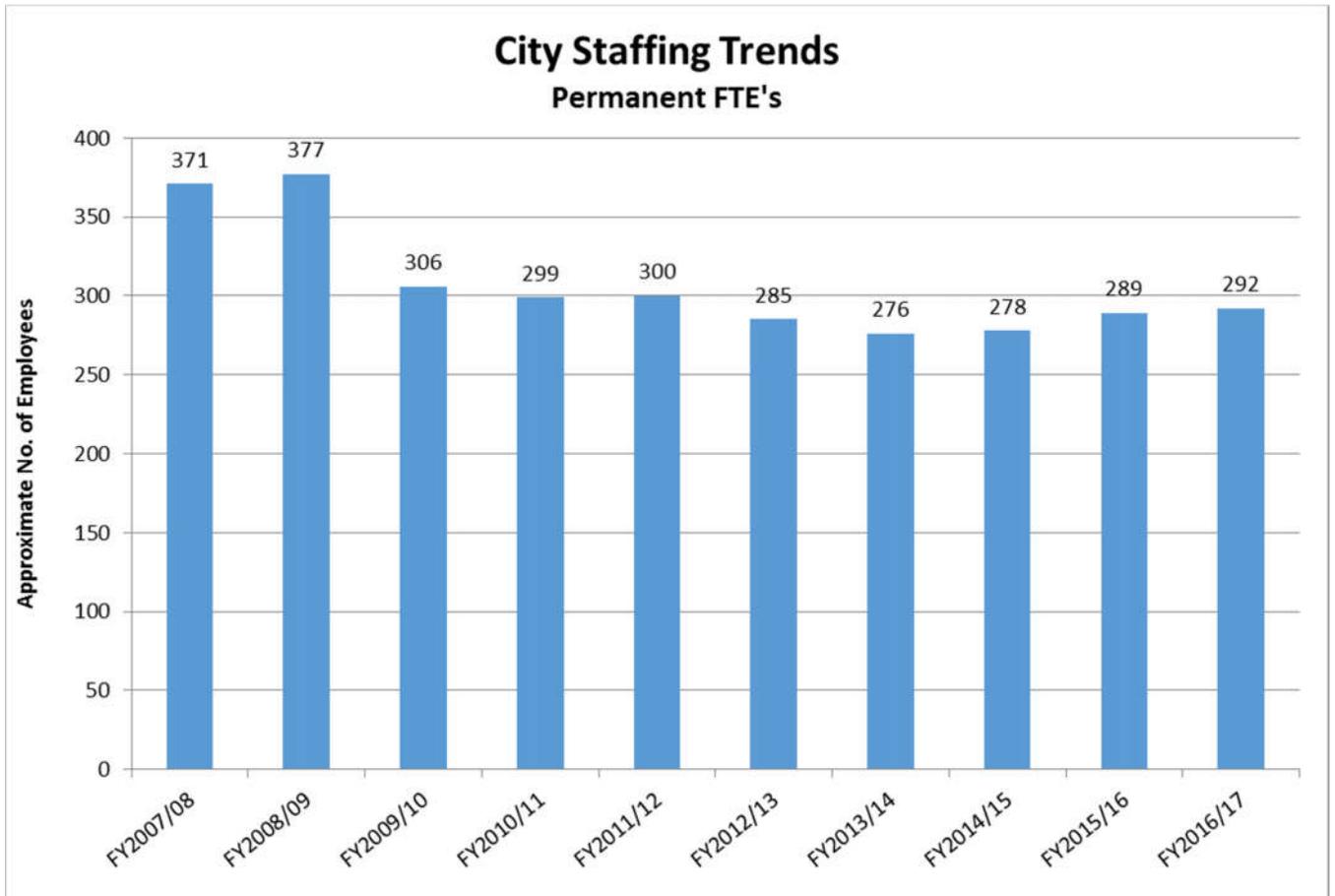
City Organization

Employee Summary-Citywide (Continued)

Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
WPCF Chief Operator	0	0	1	1
Total	276	278	289	292

City Organization

The citywide organizational chart below represents a 10 year personnel (permanent regular full-time employees) trend for the City.



ADMINISTRATIVE SERVICES

Administration consists of: City Council, City Manager, City Clerk, and City Attorney. Additionally, the support functions of Human Resources, Finance and Information Technology (IT) are included under Administration 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 will be transitioning from being elected “at-large” to being elected “by district.” The three at-large seats with terms expiring in 2016 will be contested by-district for newly formed Districts 2, 4 and 5. The two at-large seats with terms expiring in 2018 will be filled by candidates to be elected from districts 1 and 3. In conjunction with the transition to district elections, the City Council acted to move the election dates from June to November of even-numbered years, effectively moving the municipal elections from the date of the statewide primary election to the general election. Also as part of this transition, the office of the Mayor will shift to serving one-year rotating terms.

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 has established the following priority goal areas and has identified specific projects and initiatives within each. The City Manager and staff are collectively responsible for implementing these priorities:

- 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 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 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 dues 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 Yolo Habitat Conservation Plan JPA.

Department Summaries

FY2015-16 Accomplishments

- Presented balanced budget for FY2016-17 consistent with the city's framework for fiscal sustainability; budget structurally-balanced; maintains prudent reserves; limited budget flexibility (mostly one-time) for highest priority needs; continues to address unfunded OPEB liabilities.
- Launched the Food & Ag Business Cluster, a major goal of the Economic Development team, enhancing marketing and outreach to potential businesses to build synergy within our current and future agricultural markets.
- City water customers successfully responded to state required drought mandates, exceeding state required conservation goals.
- Completed the Surface Water Supply Project on time and within budget, releasing the higher quality water to customers in June 2016.
- Successfully entered into agreement with Biomass to deliver them recycled water beginning in 2017; also providing future opportunities to bring the less expensive water to future industrial customers.
- Reached agreement on expiring labor agreements for the Woodland City Employees Association and the Woodland Profession Firefighters Association.
- Established new Council Sub-Committee on Homelessness and developed "Housing First" pilot project in collaboration with Yolo County and community-based organizations.
- Undertook comprehensive review of the Public Works Department which resulted in an implementation action plan to better align resources and programmatic responsibilities to promote staff retention, enhance training opportunities, and ensure effective delivery of core services, consistent with federal, state and local requirements.

FY2016-17 Goals

- Continue prudent management of city fiscal resources through implementation of long-term budget framework.
- Complete General Plan Update.
- Implement an updated Master Tax-Sharing Agreement(s) with Yolo County.
- 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.
- Successfully renew the ½ cent sales tax measure, Measure E, providing on-going funding for road maintenance, Community & Senior Center debt service, public safety, and capital facilities/parks projects.
- Complete construction of parks N-1 and N-3 in the Spring Lake area providing much needed recreational space to the surrounding area.
- Open data policy and provide an open data portal on the website.

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. Also assures that before and after the City

Department Summaries

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 includes 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. Also ensures that other municipal records are readily accessible to the public.

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.

FY2015-16 Accomplishments

- Earned Certified Municipal Clerk (CMC) Certification in April of 2015.
- City Council minutes were posted on the City website.
- Meeting agendas and supporting documents were posted on the City website.
- Assured that Form 700 filings for the Fair Political Practices Commission were completed and filed in a timely manner.
- Offered accessibility to City public records including responding to Public Records Requests as required, maintaining transparency in government.

FY2016-17 Goals

- Assist candidates in meeting their legal responsibilities before, during and after an election; from election pre-planning to certification of election results and filing of final campaign disclosure documents.
- Continue to maintain up-to-date City Council minutes on the City website.
- Facilitate and improve access to public information and transparency in government initiative.
- Work towards earning a Master Municipal Clerk (MMC) Certification.

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 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

Department Summaries

laws and regulations, monitoring City-wide performance evaluations; coordination of worker's compensation claims; labor negotiations; and promotion of safety in the workplace.

FY2015-16 Accomplishments

- Completed 20 unique recruitments, filling 128 positions which included 22 hires, 11 promotions, and 85 summer hires.
- Facilitated 100+ rehires, 11 resignations, including 6 retirements, and processed over 40 new hires.
- Attended several job fairs at the County and the Community College.
- Updated nine (9) job descriptions.
- Developed two new policies, Sick Leave for Part-time Employees and Hearing Protection.
- Part of the negotiation team for the Mid-Management Professional Association Successor MOU.
- Co-hosted Annual Health Fair and Open Enrollment for all Yolo County Employers who participated in CalPERS Medical and included retired City employees. Included many of the local gyms as well.
- Submitted the 1095C to the IRS for the ACA reporting.

FY2016-17 Goals

- Utilizing Target Solutions, continue to develop the city-wide training program and a comprehensive on-boarding process for all new employees.
- Continue to work with Information Technology division to transition Human Resources from a paper environment into an electronic environment.
- Work with other cities to explore shared services with other cities and local agencies, such as salary surveys, training, etc.
- Develop an action plan to update job descriptions and city policies on a schedule.
- Participate in the negotiation process for the Woodland City Employee Association (WCEA) and Woodland Professional Firefighters Association (WPFPA) to achieve a successor agreement.

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 provides technological support to all City departments and Woodland citizens. The department is organized into four primary functions:

Administration

This division 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 citywide benefits. These premiums include medical/prescription, vision services, dental services and life insurance. Additionally, premiums for the City's insurance for worker's compensation, property and equipment insurance to YCPARMIA are covered within this division.

Accounting

Department Summaries

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 and monitors the City's purchasing policies related to department purchases. Full-time staffing for these functions have been eliminated over the last several budget cycles, but the functions have been absorbed into the Accounting functions noted herein.

FY2015-16 Accomplishments

- Implemented investment strategies in accordance with the City's Investment Policy that allows for diversification of the City's resources and significantly increased investment yields.
- Issued two private placement bonds in the Spring Lake Community Facilities District to facilitate continued development activity.
- Updated the parks and administrative components of the Spring Lake Infrastructure Fee (SLIF) to allow for purchase and development remaining parks in Spring Lake.

FY2016-17 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.
- In coordination with Information Technology, implement account grouping and paperless billing for City utilities.
- Review and update the City's Major Projects Financing Plan (MPFP) and Spring Lake Infrastructure Fee (SLIF) to ensure development impact fees are accurately calculated.
- Evaluate all outstanding debt for refunding possibilities, including Spring Lake Community Facilities District Mello Roos bonds and Sewer Revenue bonds.
- Complete a study of water rates in compliance with Proposition 218.

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 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.

FY2015-16 Accomplishments

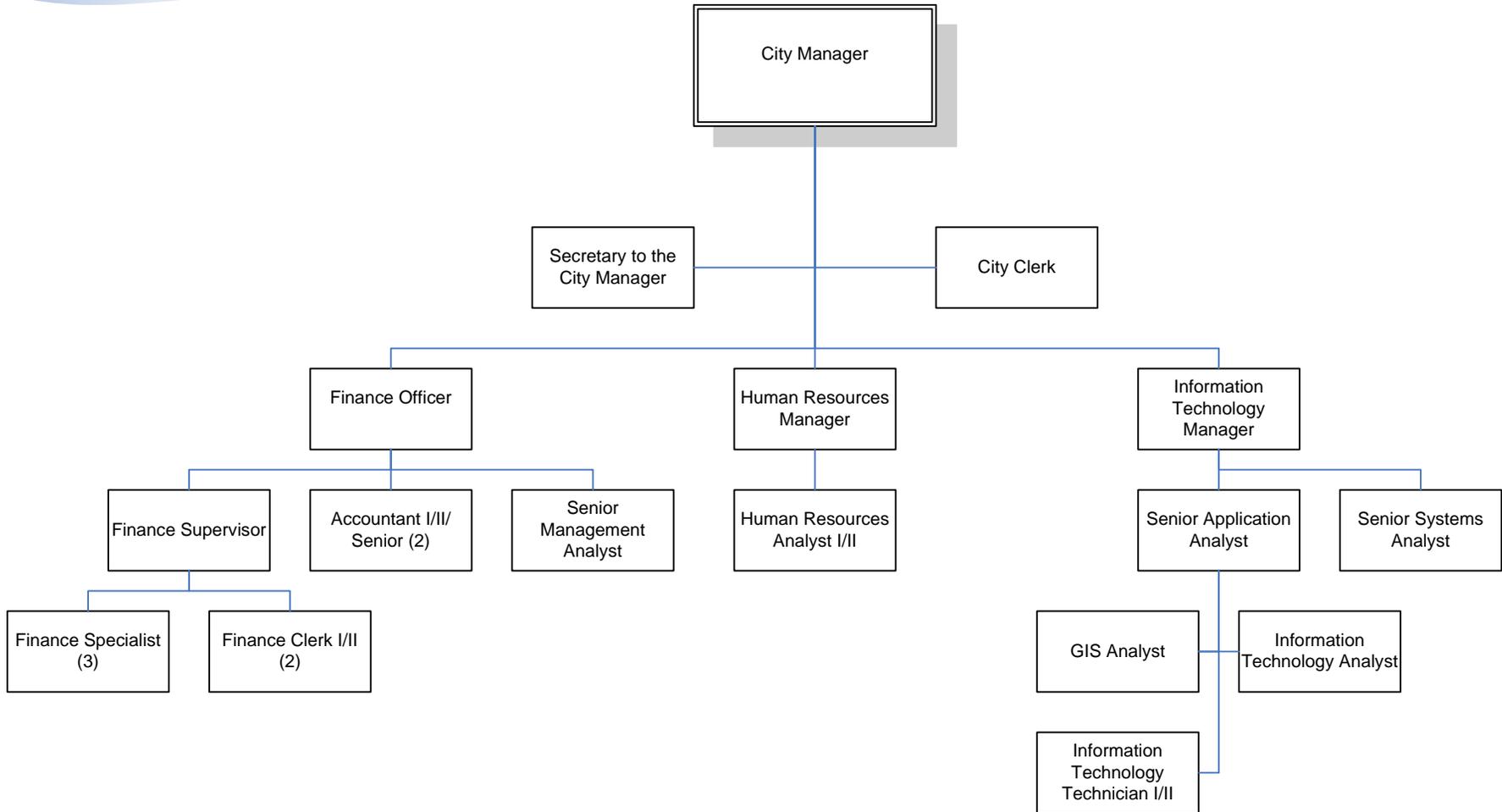
Department Summaries

- IT has been an early adopter of desktop virtualization and over the past five (5) years we have grown our virtual environment to handle a majority of desktop applications. This year we upgraded our virtual desktop infrastructure to handle almost anything. Per our FY15 goal, we have virtualized graphics processing so even the most intense graphic applications like AutoCad and GIS can function seamlessly in our virtual environment.
- The City is now in the app store a “myWoodland”. While this was not one of our projected goals, we saw a need to move into the mobile world and found an app platform which met our needs. The app is another way for residents to interact with their government via a mobile device. With the “myWoodland” app, residents can submit, track and view nearby service requests through their smartphones and online. Residents can also use the in-app widgets to find information about events, public meetings and view City news.
- Our GIS group has launched an online map library. GIS, or Geographic Information Systems, is a computer mapping and database technology that allows us to view, analyze and store spatial data. These new web maps will replace the static PDF maps that were previously available. The main benefit of making this change is that each map is now directly accessing our GIS database, meaning that each map is always using the latest and greatest data available. The biggest problem with the PDF maps is that they quickly became outdated as the city grows and changes.

FY2016-17 Goals

- Organizational Effectiveness - Streamline the Contract/Requisition/PO process in Eden. Implement Cal Card imports to Eden. This would allow costs to be associated to the real vendor instead of US Bank. This will save countless hours in research.
- Infrastructure - With the increasing reliance on technology, the need to have a quick recovery is no longer optional. IT maintains solid backups of all critical systems but this is no longer enough. Disasters can be from something as simple as a pipe that breaks over critical equipment to a fire. The need to recover quickly comes from a sound disaster recovery plan. IT will evaluate the current plan, identify weaknesses and create a new sound plan. With our new fiber network coming online in the next few months this will allow us to move data quicker and further from our current datacenter.
- Governance/Organizational Effectiveness - Open data is the idea that certain data should be freely available to everyone to use and republish without restriction. Open data increases government transparency and accountability. Moreover, open data allows third parties to leverage data to develop application and services for the public. It is a goal to establish an open data policy and provide an open data portal on the website. IT has been working with members of SACOG on a joint open data portal.

Administrative Services



ADMINISTRATIVE SERVICES

<u>Source of Funds</u>	Actual		Actual		Unaudited Actual		Amended Budget		Adopted Budget	
	FY2011-2012	FY2012-2013	FY2013-2014	FY2014-2015	FY2015-2016	FY2016-2017				
General Fund Support	\$ 2,543,961	\$ 2,316,218	\$ 2,499,146	\$ 2,568,795	\$ 2,903,869	\$ 2,493,892				
General Fund Fees & Charges	-	-	49,974	-	30,000	234,758				
Internal Service Funds	9,029,467	8,479,698	9,950,299	10,586,018	11,767,100	12,269,782				
Enterprise Funds	865,870	795,335	992,141	1,032,239	1,111,937	1,030,156				
Special Revenue	47,346	28,716	35,822	62,675	48,553	48,553				
Development Funds	301,070	330,980	249,049	35,242	184,275	(729)				
Redevelopment/Successor Agency	352	106	-	-	-	-				
Spring Lake	13,550	24,038	11,166	28,833	24,366	9,607				
Total Funding Sources	\$ 12,801,616	\$ 11,975,092	\$ 13,787,597	\$ 14,313,802	\$ 16,070,100	\$ 16,086,019				

<u>Division</u>	Actual		Actual		Unaudited Actual		Amended Budget		Adopted Budget	
	FY2011-2012	FY2012-2013	FY2013-2014	FY2014-2015	FY2015-2016	FY2016-2017				
11 City Council	\$ 325,465	\$ 307,338	\$ 194,057	\$ 214,517	\$ 199,492	\$ 195,062				
12 City Clerk	14,465	204,485	154,244	276,050	157,562	278,645				
14 City Attorney	471,271	152,213	354,329	359,515	376,128	376,128				
15 City Manager	445,393	480,461	644,148	747,020	858,589	697,235				
16 Human Resources	525,954	518,682	358,158	357,186	496,776	419,421				
18 Economic Development	105,881	123,453	204,411	7,871	-	-				
19 Capital Projects	-	158,587	90,035	-	-	-				
31 Finance Administration	6,525,703	6,155,870	6,849,190	8,114,023	8,650,713	9,205,655				
32 General Accounting	1,147,317	1,076,909	1,272,151	1,341,920	1,386,066	1,290,229				
33 Information Systems	1,485,073	1,266,756	1,636,192	1,507,373	2,117,222	1,993,732				
34 General Services	1,363,314	1,346,167	1,837,729	1,355,866	1,637,597	1,641,581				
35 Central Stores	136,379	24,022	3,120	4,329	5,680	9,060				
39 Finance Capital Projects	255,404	160,151	189,834	28,132	184,275	(20,729)				
Total Expenditures	\$ 12,801,616	\$ 11,975,092	\$ 13,787,597	\$ 14,313,802	\$ 16,070,100	\$ 16,086,019				

<u>Division</u>	Actual		Actual		Unaudited Actual		Amended Budget		Adopted Budget	
	FY2011-2012	FY2012-2013	FY2013-2014	FY2014-2015	FY2015-2016	FY2016-2017				
11 City Council	\$ 325,465	\$ 307,338	\$ 194,057	\$ 214,517	\$ 199,492	\$ 195,062				
12 City Clerk	14,465	204,485	154,244	276,050	157,562	278,645				
14 City Attorney	471,271	152,213	354,329	359,515	376,128	376,128				
15 City Manager	445,393	480,461	644,148	747,020	858,589	697,235				
16 Human Resources	525,954	518,682	358,158	357,186	496,776	419,421				
18 Economic Development	67,263	111,104	184,359	761	-	-				
19 Capital Projects	-	-	50,871	-	-	-				
31 Finance Administration	290,978	255,671	329,224	325,320	589,397	502,517				
32 General Accounting	267,896	257,535	268,843	280,848	249,763	250,466				
33 Information Systems	-	-	-	-	-	-				

Department Summaries

34 General Services	(1,102)	5,215	7,766	4,633	2,145	2,145
35 Central Stores	136,379	24,022	3,120	4,329	5,680	9,060
39 Finance Capital Projects	-	-	-	-	-	-
Total Expenditures	\$ 2,543,961	\$ 2,316,725	\$ 2,549,120	\$ 2,570,179	\$ 2,935,532	\$ 2,730,679

Expenses by Category						
	Actual	Actual	Actual	Unaudited	Amended	Adopted
Expenditures	FY2011-2012	FY2012-2013	FY2013-2014	Actual	Budget	Budget
	FY2011-2012	FY2012-2013	FY2013-2014	FY2014-2015	FY2015-2016	FY2016-2017
Salaries and Benefits	\$ 2,761,584	\$ 2,479,332	\$ 2,870,152	\$ 2,924,986	\$ 3,022,587	\$ 3,055,214
Supplies & Services	7,584,813	8,328,271	8,744,507	9,079,965	10,455,937	10,634,347
Education & Meetings	66,134	69,060	77,619	86,135	136,243	92,260
Debt Service	51,417	-	-	-	-	-
Capital Expenses	-	23,210	186,811	9,854	305,984	115,000
Other Operating Expenditures	2,337,668	1,098,429	1,750,131	2,004,306	2,010,971	2,189,198
Transfers	-	-	158,378	208,555	138,378	-
Total Expenditures	\$ 12,801,616	\$ 11,998,303	\$ 13,787,597	\$ 14,313,801	\$ 16,070,100	\$ 16,086,019

General Fund Expenses by Category						
	Actual	Actual	Actual	Unaudited	Amended	Adopted
Expenditures	FY2011-2012	FY2012-2013	FY2013-2014	Actual	Budget	Budget
	FY2011-2012	FY2012-2013	FY2013-2014	FY2014-2015	FY2015-2016	FY2016-2017
Salaries and Benefits	\$ 1,371,014	\$ 1,330,291	\$ 1,501,464	\$ 1,418,317	\$ 1,460,521	\$ 1,398,733
Supplies & Services	998,386	825,958	909,390	999,879	1,283,313	1,188,472
Education & Meetings	38,588	49,949	59,588	68,093	109,326	65,343
Debt Service	-	-	-	-	-	-
Capital Expenses	-	-	-	-	10,984	-
Other Operating Expenditures	135,972	110,527	78,679	83,891	71,388	78,131
Transfers	-	-	-	-	-	-
Total Expenditures	\$ 2,543,961	\$ 2,316,725	\$ 2,549,120	\$ 2,570,180	\$ 2,935,532	\$ 2,730,679

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – ADMINISTRATIVE SERVICES

Department/Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
Administrative Services				
Accountant I	1	0	0	0
Accountant II	1	1	1	1
Applications, Analyst Sr.	0	1	1	1
City Clerk	1	1	1	1
City Manager	1	1	1	1
Finance Clerk I	1	0	0	0
Finance Clerk II	1	2	2	2
Finance Officer	1	1	1	1
Finance Specialist	3	3	3	3
Finance Supervisor	1	1	1	1
GIS Analyst	0	1	1	1
GIS Technician II	0	1	1	0
Human Resources Analyst II	1	1	1	1
Human Resources Manager	1	1	1	1
Information Systems Administrator	1	0	0	0
Information Systems Specialist	2	0	0	0
Information Systems Technician I	0	0	0	0
Information Systems Technician II	2	0	0	1
Information Technology Analyst	0	1	1	1
Information Technology Manager	0	1	1	1
Management Analyst II	1	0	0	0
Secretary to the City Manager	1	1	1	1
Senior Accountant	0	1	1	1
Senior Management Analyst	1	2	2	1
Systems Analyst, Sr.	0	1	1	1
Total Administrative Services	21	22	22	21

COMMUNITY DEVELOPMENT

The Community Development Department (CDD) is made up of six divisions: Administration, Economic Development, Planning, Building Inspection, Engineering, and the City's Successor Agency (former Redevelopment Agency). 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.

The department (1) provides long range facility, infrastructure, transportation/traffic planning coordination to meet current and future needs of the City; (2) identifies deficiencies and plans/programs long and short range repair requirements through a comprehensive pavement management system; (3) promotes quality community design; (4) improves public participation in the planning process; (5) strives to provide efficient and effective customer service; (6) promotes community awareness of its heritage through public participation in education programs and preservation efforts; (7) promotes quality of life within the community through reinvestment; (8) and facilitates the economic vitality of the community through a broad range economic development efforts.

Administration

This division is responsible for the overall management and oversight of the department budget preparation and administrative support services for the various department divisions it oversees. Administration provides critical services and accurate information to both the public and staff in a timely manner; monitors all departmental revenues and expenditures; uses technological resources to improve all business processes and to provide superior customer service to the public. The division is also responsible for the development of effective informational materials utilizing technological mediums, such as the City's website, Cable TV, brochures, and mailers.

FY2015-16 Accomplishments

- Successfully trained new full time Administrative Clerk.
- Successfully maintained high level customer service with increased work load.
- Successfully transition Code Enforcement from Eden to City Works.

FY2016-17 Goals

- Thorough review of business license fees and existing ordinance.
- Update Planning and Development Fee Schedules.
- Continued effort on providing professional high-quality customer service.
- Continued evaluation of ways to improve administrative efficiencies while increasing service delivery.
- Continued support of department functions with high-quality and professional administration.
- Maintain quality up-to-date information on department and divisions web pages.

Engineering Division

The engineering division is comprised of three 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,

Department Summaries

grant funding 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, and traffic projections. (2b) Capital Engineering is responsible for the design and construction of capital improvement projects. This includes scheduling, cost management, environmental approval, right of way acquisition, grant 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 utility system. Utility Engineering staff identifies and corrects current deficiencies in the utility system, maintains mandatory regulatory compliance with State and Federal Agencies, and executes capital projects to meet future compliance and city wide planning needs.

Utilities Engineering FY2015-16 Accomplishments

Sanitary Sewer

- Completed the Sewer System Management Plan (SSMP) permit renewal.
- Completed construction of WPFC pond lining and Vaccon pad reconstruction.
- Continued construction of the WPFC Aeration project.
- Completed the annual Sanitary Sewer System Management Report.
- Commenced evaluation and ranking of urgently needed sewer repairs.
- Completed construction of Douglas Jr. High sewer replacement.
- Commenced design of Beamer Trunk Sewer Rehabilitation.
- Completed construction of sewer collection system repairs at several locations.

Recycled Water

- Awarded \$2,000,000 grant for construction of the Recycled Water Project.
- Completed funding agreement for SWRCB State Revolving Fund for recycled water project funding including both grant and loan funding.
- Completed permitting for the Recycled Water Project.
- Commenced construction of the Recycled Water Project.
- Completed contracting with the initial users of recycled water.

Flood Control

- Continued Lower Cache Creek Feasibility Study with Army Corps of Engineers in new 3x3x3 format.
- Awarded \$5million for Urban Flood Risk Reduction (UFRR) Program, administered through DWR.
- Coordinated with DWR on scope of work and Agreement for UFRR and began work on the state/local feasibility study.
- Coordinated with Lower Sacramento Regional Flood Management Planning group to develop the regional flood protection plan.

Storm

- Continued development of storm water model for Springlake and southern portion of the City.
- Continued implementation activities for the Phase II NPDES (MS4) for storm water.

Water

- Completed construction of the WDCWA surface water regional treatment facility ahead of schedule.
- Completed planning for conversion from ground water to surface water.
- Continued evaluation of impact of new chromium 6 Maximum Contaminant Limit (MCL) on water system.
- Completed construction of the east and west transmission main projects.

Department Summaries

- Commenced design of dedicated water mains between transmission main and Well #24 and Well #26.
- Completed construction of dedicated water main between transmission main and Well #16.
- Commenced construction of two new ASR wells (well drilling contract).
- Completed design of well equipping for two new ASR wells
- Commenced permitting for long term ASR operations.
- Completed construction of Dog Gone Alley water main replacement.
- Completed construction of 2015 water main replacement project.
- Commenced design of 2017 water main replacement project.

Utilities Engineering FY2016-17 Goals

- Prepare an updated comprehensive and prioritized list of sewer repairs throughout the City.
- Plan for two additional ASR wells, including funding through Prop 1.
- Obtain water distribution system model and evaluate system needs.
- Complete state/local Lower Cache Creek Feasibility Study including financing plan.
- Complete phase I of the feasibility study under the Urban Flood Risk program for the Lower Cache Creek Flood Program.
- Begin design of a regional flood control solution for Lower Cache Creek.
- Recalibrate sanitary sewer model.
- Complete study of sanitary sewer system regionalization with Yolo County.
- Complete construction of the WPCF aeration retrofit project. Convert select City parks to non-potable irrigation from wells Continue design and construction of sanitary sewer repairs.
- Complete program start-up of a recycled water system.
- Complete construction of the recycled water project.
- Complete design and construction of 2017 water main replacement project.
- Commence design and construction of Beamer Trunk Sewer Rehabilitation.
- Complete design and commence construction of two new ASR wells. Evaluate grant funding opportunities for ASR well design and construction.
- Complete Biosolids permitting and begin disposing of accumulated biosolids
- Participate in SGMA formation.
- Update groundwater management plan.
- Update water system master plan.
- Update sewer system master plan.
- Prepare recycled water master plan.
- Complete Storm water Resource Plan and seek Prop 1 implementation funding.

Development Engineering FY2015-16 Accomplishments

- Completed One (1) subdivision & subdivision map that will allow for the construction of 77 new homes and additional improvement plan checks to support another 250 homes, and a grading plan for 130 acres.
- Completed two (2) parcel maps.
- Processed approximately 260 encroachment permits.
- Processed approximately 290 transportation permits.
- Amended the Development Agreement for the Spring Lake Central Subdivision to insure the improvement of Road 25A between Harry Lorenzo Avenue and SR 113.
- Completed plan check for the frontage of Cannery Road.

Department Summaries

- Developed Standards for Broadband infrastructure.
- Updated the Spring Lake CIP document.
- Start the Westucky Utility project.
- Supported the planning group in processing tentative maps, CUPs, and various other entitlements.

Development Engineering FY2016-17 Goals

- Development Engineering will work with internal and external customers wanting to improve land through either new development or modification or redevelopment of existing sites. Development Engineering will coordinate with building, planning, public works, and transportation groups to insure quality, low maintenance infrastructure. Development Engineering will assist customers in getting through the process while insuring that the City's Public infrastructure is not adversely impacted by development by providing fair, consistent, and timely reviews of development projects.
- Development Engineering will provide assistance in the processing of land acquisition and relinquishment.
- Development Engineering will coordinate plans and future infrastructure needs for the General Plan, various Specific Plans, and annexations.
- Development Engineering will provide Springlake General Administration Services including: overseeing and coordinating inspecting the public infrastructure in Springlake 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 Springlake.
- Assist the County in completing the Westucky Utility Expansion projection.

Capital and Transportation Engineering FY2015-16 Accomplishments

- Coordinated with Public Works road crew to complete all preparatory work for the 2016 Road Maintenance Project including significant areas of full-depth repair, pot hole filling, crack sealing, and skin paving.
- Assisted Public Works staff with multiple contracts for construction of, and repairs to, multiple City facilities and infrastructure.
- Staff coordinated with the City's Information Technology division for the routing of the citywide fiber optic line to provide services throughout the city.
- Provided significant and timely traffic engineering support to Planning/Development Engineering.
- Reviewed signal timing for various intersections to improve operation and safety for pedestrians and vehicles.
- Responded to many documented traffic related public complaints and many others that were handled without documentation due to the simple nature of the requests.
- Provided updated signal timing to accommodate work being performed by Capital Projects as well as O&M maintenance crews.
- Coordinated with the Police (Public Safety Department) for concentrated enforcement of identified problem areas.
- Continued to manage, design, and construct Capital Improvement projects; CIP staff managed or was actively involved in many projects, the most notable accomplishments are:
 - Downtown Streetscape Third to Sixth Street – est. Close Out April 2016.
 - Downtown Streetscape Elm to Cleveland Avenue- est. Close Out April 2016.

Department Summaries

- Kentucky Avenue Complete Street and Widening – completed environmental clearance, 75% complete with right-of-way negotiations; 90% complete with design.
- 2016 ADA Improvements – est. Completion Fall 2016.
- 2016 Pavement Maintenance Project – est. Completion Winter 2016.
- Main/Cleveland Street Traffic Signal – Construction Start Summer 2016, est. Completion Spring 2017.
- Continue to inspect all development civil infrastructure (multiple Springlake subdivisions, New Yolo County Courthouse, commercial development, and encroachment permits).
- Continued to develop and expand staff skills and abilities: One (1) Associate Civil Engineer, one (1) Construction Project Manager, one (1) Associate Engineer, and three and one-half (3.5) Engineering Technicians.
- Continued to implement Capital Improvement Project (CIP) procedures and practices: modified policies and practices as needed based on lessons learned and direction from upper management/City Attorney.
- Continued to implement new Tyler Eden financial software as it relates to capital project financial management; expenditures, contracts, payments, etc.
- Updated standard documents; Consulting Services Agreement forms and standard General Conditions & Bid forms based on project experiences and maintaining other standard project forms.
- Updated Engineering Design Standard and Construction Details est. distribution Spring 2016
- Continued to communicate with City Attorney concerning legal issues on projects and capital procedures. Continued to modify forms and procedures as needed based on legal direction.
- Monitored compliance with State/Federal Aid program requirements; communicated requirements to CDD project engineers.
- Created new/revised Federal Aid additions to General Conditions to streamline future updates.
- DBE review of consultant proposals and contractor bid proposals.
- Worked with IT staff to further the progress of the City's GIS data by providing data to create layers for traffic collision data, stop signs and signals, bus routes, ADA ramp compliance and other background information.
- Completed multiple Quality Based Selection (QBS) processes to select qualified design, construction management and inspection firms to provide services on City projects.
- Continued monitoring, updating and maintaining the City's pavement management system inventory.
- Provided review, oversight and coordination of establishment of temporary traffic control plans on major City streets to prevent overlapping and conflicting traffic plans.
- Applied for multiple Federal and State competitive funding programs and were awarded the following grants:
 - West Woodland Safe Routes to School – Active Transportation Program funding \$1.59 million awarded
 - West Main Street Bicycle/Pedestrian Improvements – SACOG Regional/Local funding \$3.74 million awarded
 - E. Main Improvement project additional funding – SACOG Community Design funding \$100,000 awarded
- Applied for and awarded the Bicycle Friendly Community Award at Bronze Level

Capital and Transportation Engineering FY2016-17 Goals

- Update the bike master plan.

Department Summaries

- Increase staff knowledge regarding:
 - Traffic engineering.
 - Bike/pedestrian planning including newer concepts as proposed by the Association of Pedestrian and Bicycle Professionals (APBP) and regional advances.
 - Complete streets design.
- Continue coordinating with planning to complete 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 in the training and mentoring of 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 the 2016 road maintenance project (including bike lane and bike route striping and significant ADA upgrades required by new FHWA/DOJ requirements).
 - Complete right-of-way acquisition and begin construction for the Kentucky Avenue Complete Streets Project (East Street to West Street).
 - Design the East Main Street Improvement project.
 - Complete design and begin construction of the two new Springlake Parks.
 - Complete design and begin construction for the I-5/CR 102 landscaping project.
 - Complete design and begin construction on 2017 Pavement Maintenance project.
 - Begin preliminary engineering for the West Woodland Safe Routes to School project.
 - Begin preliminary engineering for the West Main Street Improvement project.

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

Department Summaries

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

FY2015-16 Accomplishments

- Continued progress on the City's General Plan Update including development of a preferred land use plan and the preparation and review of the administrative draft of the General Plan document. Anticipated public release of the draft General Plan and EIR by June 2016. The General Plan team continues to provide professional support and direction and fosters community input.
- Provided staff as liaison and City review for agencies such as SACOG and Yolo County for efforts including the Regional Metropolitan Transportation Plan and the Habitat Conservation Plan.
- Staff participated in a planning assistance grant effort through SACOG and the Portland State Urban Accelerator program to facilitate planning of the five acre site at Main and Ashley.
- Staffed and assisted the Planning Commission in the development and implementation of Commission subcommittees for Public Art, Zoning, General Plan and a Design Liaison.
- Staffed assisted the Historical Preservation Commission and provided staff support for the annual Stroll Through History and the Heritage Home Awards and ceremony.
- Staff continued processing of city wide General Plan Amendment requests including Prudler Mall Expansion site and Mercy Housing at Beamer and Cottonwood.
- Staff continued to provide support to the development community toward the implementation of the Springlake Specific Plan including:
 - a. Encouraging new development; including plan amendment requests (Springlake Central, Heritage Remainder, Oyang North and Oyang South, and Cal West).
 - b. continuing efforts to provide adequate staff levels to manage the complex and varied aspects of the plan
 - c. Utilizing the services of consultants to support as necessary in facilitating project processing. Continuing to provide support and work with the development community to ensure completion of required infrastructure improvements, roadway segments, bike, pedestrian and greenbelt improvements and facilitating development of the N1 and N3 parks in the Springlake Development.
 - d. Assisting DR Horton, Meritage Homes, Taylor Morrison, and Lennar Homes with architectural review, plan check and construction review.
 - e. Continuing the required Swainson Hawk monitoring for Springlake as required in the Development Agreement.
 - f. continuing to respond to neighborhood and resident Springlake concerns.
- Planning Division Staff continued to provide timely review of plan check submittals, including residential plot plans, commercial and industrial projects.
- Strongly assisted in the facilitation of key downtown projects including:
 - a. Project and architectural review of a downtown hotel, architectural review historic renovations of the Diggs, Meier Auto and the Pearson's buildings.
 - b. Supported efforts to facilitate continuing business growth in the downtown including review of interior tenant upgrades, architectural and patio improvements for Paddy's Irish Pub, Savory Café, Stacked and Brewed, Morrison's on Main, and Las Brasas.
 - c. Facilitated review of conditional use permits for new vibrant business efforts including Blue Note Brewery and Uvaggio Wine Bar.
 - d. Managed complex use question for downtown involving a determination concerning bail bonds.

Department Summaries

- Provided Planning support for City Manager and Economic Development efforts including site visits, meeting with prospective development interests.
- Continued to provide Business License review to ensure compliance.
- Continued to assist with Public Convenience and Necessity (PCN) reviews for alcohol permits.
- Continued to assist businesses through staff level sign permit review.
- Staff continued to communicate with City Attorney concerning legal issues on projects and procedures; continued to modify forms and procedures as needed based on legal direction.
- Continued to assist businesses through staff level and Planning Commission Design Review including:
 - a. Fairfield Inn and Suites
 - b. California Produce Market
 - c. 120 Main Street Remodel
 - d. County Fair Fashion Mall update
 - e. West Coast Auto Dismantler
 - f. Woodland Gymnastics
 - g. Alphabet Soup Child Care
 - h. Yolo Food Bank
 - i. Del Taco
 - j. Gateway I new Retail Building
 - k. Mercy Housing at 180 west Beamer
 - l. Fifth Street 7 unit apartment complex
 - m. Hutchison Valley,
 - n. Hoblit truck lot on CR 102
 - o. Woodland Motors at 530 Quality Circle
 - p. Public art application submittals for Fairfield Inn, California Produce Market, Woodland Motors and Del Taco ,
- Since July 1, 2015 71 new (non-city sponsored) planning applications have been received including:
 - a. A total of 51 Design Review applications of which were new buildings, three (3) new homes, one (1) subdivision design review for The Crossing at Cal West for 225 lots, four (4) wireless tower revisions, two (2) commercial remodels, 40 sign applications, and one (1) PCN for California Produce Market.
 - b. Seven (7) Conditional Use permits were received: Alphabet Soup Childcare, Woodland Gymnastics, Pioneer High Cell Tower (new), new cell tower at 810 N East, Del Taco Drive Through, Downtown Hotel, and Velocity Island amendment for alcohol sales at the Black Pearl.
 - c. Two Zoning Administrator Permits to allow a modular home on East Street and to allow a new home at 324 N Walnut.
 - d. One new Specific Plan, General Plan Amendment and Annexation Request for a 350 acre area (SP -1A).
 - e. Two (2) tentative Parcel Maps
 - f. Two (2) tentative Subdivision Maps (not associated with a SL development)
 - g. 152 new home building permits were issued
- Continued to update key Zoning Ordinance provisions including the Medical Marijuana Updates, Digital Freeway Reader board Signs Medical Detox Clinics, and Public Art.

Department Summaries

- Continued processing of potential industrial projects including Woodland Commerce Center, and Kamilos 150 as well as on-going discussion concerning possible annexation and processing of land east of CR 102.
- Staff continued providing ongoing counter support including responding to general information inquiries, zoning and setback information, code compliance, as well as preparation of Zoning verification letters for non-conforming structures.
- Staff provided property history and research inquiries (land use/building permit search).
- Continued to review and work on handouts and application forms. Also provided updates to the City's Web site with links to all necessary documents.
- 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.
- Continued to use internet web access and other tools, to provide open communication and information to the public regarding public process.
- Utilized methods such as customer satisfaction surveys and web comments to continue to review and evaluate customer service and effectiveness.
- Continued assessment of web navigation in the department site to ensure that information is as user friendly as possible.

FY2016-17 Goals

Long Range Code/Ordinance Projects

- Adoption of the General Plan, Climate Action Plan and Final EIR.
- Prepare modifications to the Zoning Ordinance; corresponding to new General Plan provisions are underway.
- Update the Downtown Specific Plan as needed to be consistent with General Plan and Historic Survey.
- Update the California Environmental Quality Act Local Guidelines.
- Update the Affordable Housing Ordinance.
- Develop a Public Art Ordinance.
- Ensure that updates to the City's Water Conservation Ordinance are completed and incorporated into zoning as may be necessary.

Long Range Project Review

- Continue to support the build-out of the Spring Lake Plan development area.
- Continue to work with the applicant team on the new south area specific plan and annexation effort.
- Continue work for the park located south of Heritage Parkway.
- Adopt the Woodland Commerce Center EIR.
- Continued support of Agricultural Based Industry and Tech incubator efforts.
- Work with the School District on appropriate design of the new Spring Lake School.
- Continue processing of electronic e-reader signage.
- Continue to provide staff as liaison with Regional efforts including the HCP/NCCP and SACOG on the Urban Sustainability Technical Assistance Grant effort to address a West Main Street catalyst site and the industrial area job development.
- 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.
- Support and facilitate downtown revitalization efforts

Department Summaries

Division /Administrative/Organizational Updates

- Provide staffing and support for the Historic Preservation Commission and Planning Commission; Provide educational briefings as time and agendas allow.
- Update Staff Report Format.
- Standardized Conditions of Approval.
- Continued Web Updates.

Building Division

Building Division includes all functions related to building 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. Building Division is responsible for the enforcement of the California Code of Regulations Title 24 which includes: Building, Plumbing, Mechanical, Solar Energy, Sign, Swimming Pool, Housing and Abatement of Dangerous Buildings Codes, City Nuisance Ordinance and the National Electrical Code. This division also staffs the Board of Building Appeals. Building plan check and inspections insures minimum standards are achieved to safeguard life, health, property, and public welfare by regulating and controlling the design, construction, quality or materials, the occupancy, location and maintenance of all buildings and structures within the jurisdiction. 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 and common sense, and use a reasonable approach.

FY2015-16 Accomplishments

- The key projects completed or started to date:
 - a. Boundary Bend Olive Oil Tenant Improvement; Completed plans for adding addition tanks
 - b. Woodland Motors; new building
 - c. Bowling Alley Restaurant remodel
 - d. Fairfield Inn
 - e. Fitness Evolution TI
 - f. Cannery Road Storage
 - g. Master Plan Review for TKR Homes on Hutchinson Valley Rd
 - h. Togo's TI @ 361 W Main
 - i. Lennar Homes Master Plan for Brookstone
 - j. City's Solar Project (Review and Inspection 5 locations)
 - k. Fuel Cell electric project for Home Depot
 - l. Dignity Health new building and TI at Gateway
 - m. DR Horton Master Plan review for Arabella
 - n. Remodel of four 2nd floor apartments 540 Main
 - o. Irish Pub TI for 435 Main
 - p. Del Taco new building at 1368 E Main
 - q. Women Clothing Store at Gateway
 - r. Jimboy's Taco TI at Gateway
 - s. Target Store Solar at Gateway

Department Summaries

- Solar Permits: The Building Division lowered solar fees in 2007 and has been recognized as having some of the lowest fees in the Sacramento Region. The Building Division has issued over 312 solar permits to date for Fiscal Year 2015 with a total of 1027 kW of power. The Division is averaging 2 solar permits per day.
- The Building Division issues approximately 1,800 permits a year; 100 major plan reviews were completed by staff and consultants with an average of 10 days for the first set of comments; complex projects Assembly or Hazardous Occupancies require 15 days for the first set of plan check comments. The Division performs approximately 5,500 inspections per year and is currently averaging over 25 inspections per day. The inspections: 1,700 are for Single Family Homes (mostly within subdivisions), and 3,800 for all other types of inspections.
- Building Division revenues are approximately \$900,000 to \$1 million per year based upon \$40 million of valuation which equates to 1.0% building fees per total value of project.

FY2016-17 Goals:

- Maintain the effectiveness of the inspection and plan review programs by continuing to utilize consultant services to provide necessary support in meeting next day inspections and a responsive plan review.
- Provide the Division with a permit technician position.
- Enhance the Code Enforcement program success by providing a clear presence in the community and to resolve complaints in a timely manner.
- Establish a Rental Housing Inspection Program to increase the safety of tenants; program would be supported by fees.
- Continue to collaborate with the Yolo County Health Department to establish procedures regarding the permitting and licensing of mobile food trucks.
- Recommendation and approval of a new user-friendly Code Enforcement Database System (CityWorks).
- Adapt a new system (CityWorks) to better assist in documenting and logging all complaints from citizens by text, e-mail or phone.
- Continue to collaborate with the (CACEO) California Association of Code Enforcement Officer, Yolo.
- Working closer with inter departments as well other agency such as Fire, Police and Sheriff to better assist in resolving complaints by the community.

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, 5) and 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.

FY2015-16 Accomplishments

- Revenue Sharing agreement impact analysis (cost and benefit) to City and County has been completed by consultant Bay Area Economics. Senior staff is in discussions with the County to arrive

Department Summaries

at a Revenue Share Agreement that benefits both the City and the County. The negotiations include several areas, including the “Knaggs Industrial site”, City’s old WWTP at Beamer and CR102 and area privately owned by Spreckels Industrial Group east of CR102, the area north and west of 25A and SR113, and the area surrounding PIRMI/Bunge north of Kentucky and west of No. East Street.

- Successor Agency:
 - ROPS 15/16B has been approved by Department of Finance.
 - ROPS 16/17 was submitted to Department of Finance by February 1, 2016. Staff is working with California Department of Finance (DOF) to modify ROPS documents to be acceptable to DOF. This is the beginning of annual reporting of the ROPS to DOF. Staff may be required to merge with other Yolo County Successor Agencies to form Yolo County Successor Agency if the Last and Final ROPS is not approved by DOF (see below.)
 - Last and Final ROPS was submitted to Department of Finance (DOF) on February 1, 2016. DOF staff has 100 days to determine if Woodland Successor Agency has satisfied the conditions of the Last and Final ROPS.
 - Bond proceeds have been expended or allocated to infrastructure projects in support of the downtown projects including State Theatre, Downtown Hotel project that was approved by Council in March 2016.
- State Theatre renovation project is underway. Associated public improvements are completed.
- A Yolo County Broadband Strategic Plan was accepted by City Council on March 3, 2015. Staff has been meeting with local broadband providers, Yolo County and local city economic development staffs to prepare a US Dept. of Commerce Economic Development Administration planning/technical assistance grant application. This grant will give the communities, including Woodland to drill down deeper and determine the city’s priority areas for the installation of broadband or the enhancement of existing service.
- Rail Realignment Project is complete. It was prepared in three (3) phases: Redevelopment Opportunities, Economic Benefit and Funding Options. It is proposed via the third assessment (based on the findings from assessment 1&2) the future implementation of the project occur in four (4) phases. Woodland City Council received the report on April 5, 2016. Staff has collaborated with flood protection efforts as a very significant component throughout this project
- Development of Woodland Food and Agriculture Advisory Council - first CEO’s dinner in June 2015 and exporters luncheon in March 2016:
 - Development of Woodland Food and Ag Cluster webpage: woodlandfoodandagcluster.com
- Staff provided Cap-to-Cap support to council members in preparation for April 9-13, 2016 DC trip.
- Velocity Island had its second successful year (at 70% of projected business). Several competitive events are scheduled for 2016.
- Love Ride has submitted a proposal to add a floating aqua park and swim area for guests. This is expected to generate a significant increase in visitors to VIP over the summer months.
- Woodland Farmer’s Market assistance:
 - Tomato Festival –August
 - 2105 Chalk on the Block was a successful fundraiser for the market and will be repeated in 2016
 - Tuesday Market at Woodland Healthcare Surgery Center, Saturday Market in Heritage Plaza
- Yolo County Visitors Bureau management:
 - Hotel BID renewal, Amended MOU and Work Plan to account for new Woodland Marketing and Promotions effort. Marketing with SF Chronicle, Sacramento airport, and billboard (south of Williams); development of www.visitwoodland.com website.

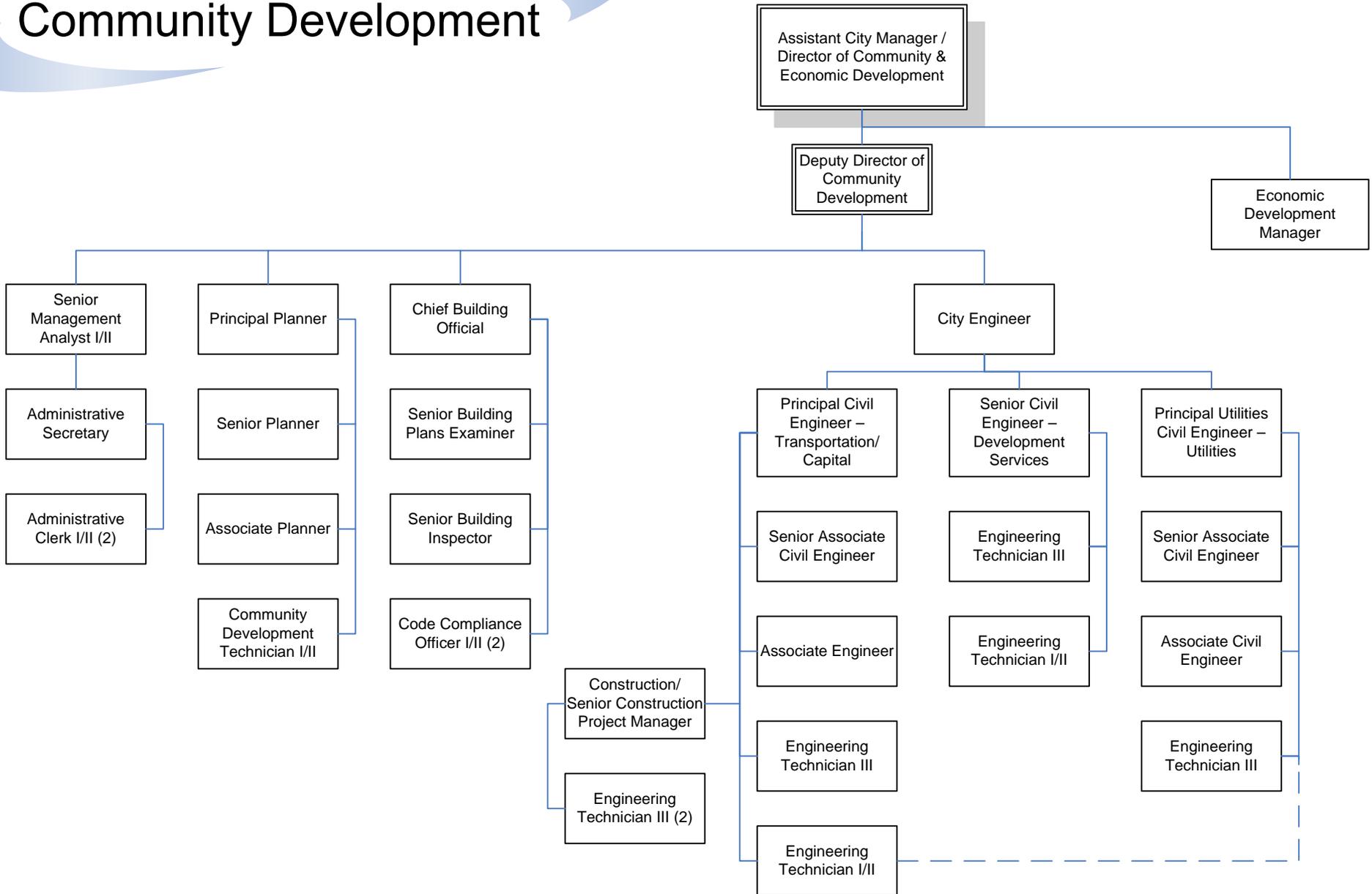
Department Summaries

- Two (2) new hotels opened-Comfort Inn in June 2015 and Fairfield Inn & Suites in March 2016. An addition of 130+ rooms.
- Worked with hotels to increase overnight stays in Woodland.
- Partnered with Farm to Fork. Juan Barajas and Savory Café was the only Yolo County caterer/chef invited to represent our region.
- Continued to work with First Fridays Art Walk, Food Truck Mania, and other events promoting Woodland.
- Expanded involvement with new SBDC structure and Job Fair/Workforce Development outreach.
- Participated on Yolo County Workforce Innovation Board (WIB) on behalf of City of Woodland.
- Partnered with Woodland Community College (WCC) on SEED Incentive Program and WCC Education Master Plan Summit on April 19, 2016.
- Assisted many new manufacturing, food processing, seed, logistics and nano-technology companies and in FY 15-16.
- Marketing: Partnering with Greater Sacramento Area Economic Council (GSAC) to market Woodland to potential businesses outside of the region; and producing 2016 Woodland Economic and Demographic Profile, development of additional collateral materials for prospective businesses and visitors.
- Business Retention and Attraction:
 - Assisted businesses through planning and development process.
 - 2015 Woodland Business Walk and follow up activities.
- Partnered with Woodland Chamber to conduct business outreach visits.

FY2016-17 Goals

- Advance Strategic Economic Development Initiatives focused on Food and Agricultural Industry growth and expanding Downtown as an Arts and Entertainment Destination.
 - Refine Woodlandfoodandagcluster.com website
 - Development of improved map identifying food and ag business locations in Woodland area
 - Collaborate with local food and ag businesses to market Woodland as a destination based on our cluster and infrastructure in place to serve industry
- Yolo County Broadband Strategic Plan:
 - Implement strategy and incorporate into general plan, public works capital projects (as appropriate). Pursue funding source to prioritize the city and region's broadband's needs and how we can address the needs of commerce and residents.
 - Partner with local broadband providers and market to new and existing businesses as an Economic Development marketing tool.
- Rail Realignment economic impact analysis –long range follow up and financing plan
- Woodland Farmers Market:
 - Assist with Tomato Festival
 - Assist with growing market vendors for produce and goods at Saturday Market
- Business Appreciation visits: visit 12-18 businesses and conduct annual business walk.
- Assist new business prospects; expansion and relocation prospects; and assist downsizing businesses in Woodland.
- Successor Agency:
 - Complete ROPS 17/18, if necessary

Community Development



COMMUNITY DEVELOPMENT

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
General Fund Support	\$ 993,108	\$ 354,986	\$ 26,221	\$ (223,288)	\$ 1,342,596	\$ 1,215,468
General Fund Fees & Charges	1,165,891	1,783,323	2,087,280	2,637,293	1,649,046	1,812,615
Enterprise Funds	1,671,851	2,649,137	2,956,784	3,160,333	4,586,485	6,922,391
Special Revenue	2,257,879	1,172,662	2,450,917	844,075	1,955,148	213,015
Development Funds/Capital	58,341	574,457	1,176,729	1,465,230	1,322,493	39,779
Redevelopment/Successor Agency	8,094,059	1,388,835	1,169,613	849,819	214,413	218,663
Spring Lake	66,590	52,470	65,548	73,775	1,685,121	64,199
Other Designated Revenues		-	-	-		
Total Funding Sources	\$ 14,307,720	\$ 7,975,870	\$ 9,933,092	\$ 8,807,236	\$ 12,755,302	\$ 10,486,130

<u>Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
21 Administration	\$ 69,537	\$ 83,268	\$ 62,094	\$ 109,902	\$ 120,962	\$ 231,124
22 Planning	707,937	655,174	613,156	620,711	610,578	672,613
23 Building Inspection	779,844	754,107	758,827	800,964	1,133,762	1,063,924
24 Successor Agency (former Redevelopment)	7,010,523	1,328,721	2,543,555	850,930	214,413	218,663
25 CDBG	1,739,022	922,495	383,601	677,585	145,808	-
26 Economic Development	-	-	-	229,612	402,423	361,720
27 Engineering	2,538,029	3,394,031	3,397,601	3,427,019	4,077,921	4,240,086
29 Capital Projects	1,462,829	838,074	2,174,258	2,090,513	6,049,435	3,698,000
Total Expenditures	\$ 14,307,720	\$ 7,975,870	\$ 9,933,092	\$ 8,807,236	\$ 12,755,302	\$ 10,486,130

<u>Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
21 Administration	\$ 69,537	\$ 83,268	\$ 62,094	\$ 109,902	\$ 120,962	\$ 231,124
22 Planning	576,061	566,624	539,995	551,718	560,767	621,050
23 Building Inspection	779,844	754,107	758,827	800,964	1,048,794	965,949
24 Successor Agency (former Redevelopment)	-	-	-	-	-	-
25 CDBG	-	17,111	8,911	-	-	-
26 Economic Development	-	-	-	229,612	402,423	361,720
27 Engineering	733,558	705,334	743,674	721,808	858,696	848,240
29 Capital Projects	-	11,866	-	-	-	-
Total Expenditures	\$ 2,158,999	\$ 2,138,309	\$ 2,113,501	\$ 2,414,004	\$ 2,991,642	\$ 3,028,083

<u>Expenditures</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
Salaries and Benefits	\$ 2,709,761	\$ 3,033,974	\$ 3,120,089	\$ 3,036,842	\$ 3,457,545	\$ 3,865,275
Supplies & Services	3,492,229	3,003,106	3,866,620	3,916,125	8,662,593	5,973,723
Education & Meetings	18,530	28,540	29,064	40,033	66,425	66,425
Debt Service	694,765	587,774	512,465	604,423	-	-

Department Summaries

Capital Expenses	150	-	-	-	-	-
Other Operating Expenditures	2,046,865	888,711	2,358,171	1,209,813	568,739	580,707
Transfers	5,345,419	433,765	46,683	-	-	-
Total Expenditures	\$ 14,307,720	\$ 7,975,870	\$ 9,933,092	\$ 8,807,236	\$ 12,755,302	\$ 10,486,130

General Fund Expenses by Category						
<u>Expenditures</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
Salaries and Benefits	\$ 1,589,087	\$ 1,543,027	\$ 1,474,359	\$ 1,676,595	\$ 1,775,174	\$ 2,073,725
Supplies & Services	170,521	160,026	194,189	281,353	717,121	449,660
Education & Meetings	14,708	17,418	21,105	30,067	53,950	53,950
Debt Service	-	-	-	-	-	-
Capital Expenses	-	-	-	-	-	-
Other Operating Expenditures	384,683	417,839	423,848	425,989	445,397	450,748
Transfers	-	-	-	-	-	-
Total Expenditures	\$ 2,158,999	\$ 2,138,309	\$ 2,113,501	\$ 2,414,004	\$ 2,991,642	\$ 3,028,083

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – COMMUNITY DEVELOPMENT

Department/Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
Community Development				
Administrative Clerk I	1	1	1	0
Administrative Clerk II	1	1	1	2
Administrative Secretary	1	1	1	1
Associate Civil Engineer	3	3	2	1
Associate Engineer	0	0	1	1
Associate Planner	1	1	1	1
Chief Building Official	1	1	1	1
City Engineer	1	1	1	1
Code Compliance Officer II	0.5	2	2	2
Community Development Director	1	1	1	1
Community Development Technician II	1	1	1	1
Construction Project Manager	0	0	1	1
Deputy CDD Director	0	0	0	1
Engineering Technician II	4	4	2	2
Engineering Technician III	2	2	5	5
Management Analyst II	1	1	1	0
Principal Civil Engineer	0	1	1	1
Principal Utilities Civil Engineer	1	1	1	1
Principal Planner	1	1	1	1
Redevelopment Manager	1	1	1	1
Senior Building Inspector	1	1	1	1
Senior Building Plans Examiner	1	1	1	1
Senior Associate Civil Engineer	0	0	1	2
Senior Civil Engineer	2	2	1	1
Senior Engineering Assistant	1	1	0	0
Senior Management Analyst	0	0	0	1
Senior Planner	2	1	1	1
Transportation Engineer	1	0	0	0
Total Community Development	30.5	31	31	32

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; and affordable housing needs. This department is organized into three separate divisions: Administration, Recreation, and an internal services fund - Recreation Enterprise.

FY2015-16 Accomplishments

- Continued collaboration with Woodland Opera House, Woodland Recreation Foundation, Senior Center Inc., and recreation partners including Clark Field Committee, Woodland Tennis Club, Woodland Swim Team, YMCA, Davis Alliance Soccer Academy, Woodland Soccer Club, Cal Ripken, Woodland Girls Fastpitch, American Legion Post 77, Babe Ruth, Little League, Senior Softball, NorCal Indoor Sports, and Yolo County Adult Soccer League.
- Implemented and/or assisted with the planning of ongoing community events: Recreation Program Exposition and Senior Art Show, Senior Resource Fair, Fraud-Fair, city-wide 4th of July events, Movies on Main Street, Martin Luther King Jr. Celebration, and a Cesar Chavez Celebration.
- Increased Departmental and program outreach by attending several school related and service club meetings, and community events.
- Published and distributed a newly formatted Recreation Guide that was mailed to approximately 3,800 households with children in Woodland.
- Expanded scholarship opportunities for swim lessons, tennis lessons, SummerTime Fun Club, Summer Teen Pack, and the Yosemite Outdoor Adventure Program (offering over 450 Scholarships)
- Implemented several unique free events for all ages including a Middle School Skate Night, a Valentine's Day Cookie Decorating night, April Pool's Day, and a 6th Grade Graduation Party (made possible with Measure J funds).
- Completed the 3rd Commit2Fit fitness initiative in November 2015. Increased program engagement, which is measured by the number of registrants whom return at the end of the month for the raffle and wrap-up event by 12%. Another fitness initiative is scheduled for May 2016.
- Expanded English/Spanish outreach items for department special events and scholarships.
- Added new recreation contract program "Impact Hoops" an AAU traveling basketball program; earned over \$6,600 in revenue, utilized 6 volunteer coaches, and registered over 25 participants.
- Held third-annual Ace Race™ disc golf tournament at Ferns Park; increased participation 69% from 2014, and 122% from 2013.
- Increased Teens Helping Seniors volunteer hours by 21% from 693.75 hours in 2014 to 843.24 hours in 2015.
- Maintained capped enrollment for Woodland Wreckers, the City's recreational swim team at 150 participants.
- Expanded the time frame for when swim lessons are offered to include lessons in the fall.
- Implemented lunch-time programming and afterschool programming at Douglass and Lee Middle Schools (made possible with Measure J funds).
- Implemented Summer Teen Pack program that was filled to 82% capacity (made possible with Measure J funds).

Department Summaries

- Collaborated with numerous partners including Cache Creek Conservancy, Dignity Healthcare, Yolo Hospice, St. John's Retirement Village, AARP, Alzheimer's Association, and Yolo County to offer quality programs and presentations for seniors.
- Initiated the Telephone Reassurance program, which offers wellness checks and socialization via periodic phone calls to seniors and isolated/homebound adults.
- Held first Bridal Show and Event Fair at the Woodland Community & Senior Center; with over 50 vendors participating and more than 400 people in attendance.
- Provided operational funding for transitional and permanent supportive housing facilities through five separate grants.
- Community Development Block Grant (CDBG) projects and programs funded included a building re-roof at a non-profit agency that provides mental health counseling for low-income clients; the interior rehabilitation of a 7-unit affordable housing project; health services for uninsured individuals and families; health services for at-risk, low-income young children; housing for mentally ill adults; emergency shelter services for the homeless; fair housing services for low-income renters; emergency shelter services for victims of domestic violence, sexual assault, stalking, and trafficking; and home delivered meals to low-income seniors.
- Prepared the CDBG Annual Action Plan for the FY2016-17 period.
- Prepared the first annual report on the City's volunteer program which documented more than 700 volunteers contributing in excess of 34,000 volunteer hours for City departments.
- Obtained the City's third State Housing-Related Parks Program grant in the amount of \$524,400 for the installation of new restroom facilities at City Park, Everman Park, and Campbell Park and for other improvement at the three parks.
- Re-started the City's first time homebuyer loan assistance program and held homebuyer orientation sessions with 15 families.
- Prepared the annual status report on the City's affordable housing loan portfolio.
- Monitored affordable housing/City loan compliance for approximately 85 owner-occupied homes and 12 rental projects.
- Submitted a Local Reviewing Agency evaluation in support of Mercy Housing's tax credit application for the Cottonwood/Beamer affordable housing development.

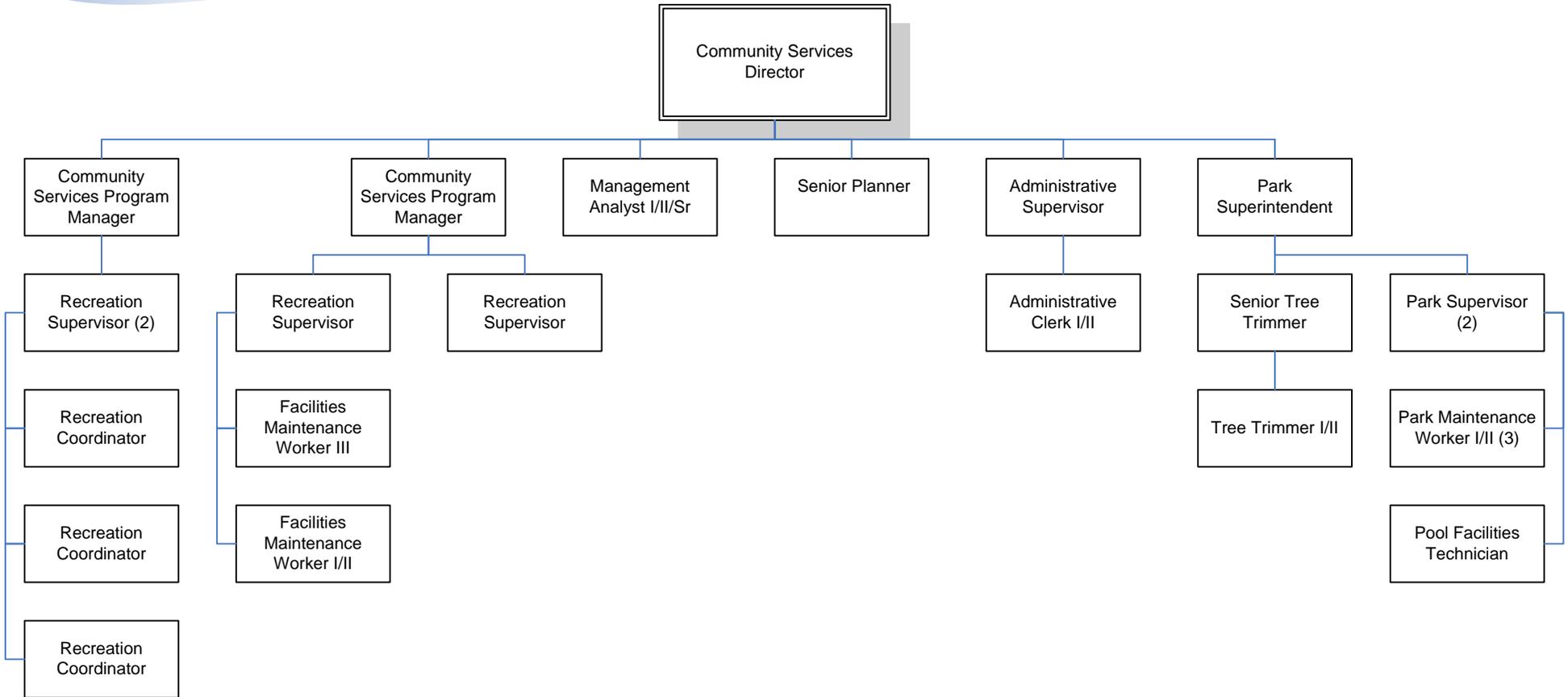
FY2016-17 Goals

- Continued effort to increase marketing for department, programs, and events.
- Increase SummerTime Fun Club enrollment by 5%
- Increase Contract Recreation Net Revenue by 5%
- Increase Impact Hoops and Youth Basketball League Registration by 5%
- Implement online reservations for parks
- Increase revenue for Community & Senior Center rentals by 5%
- Increase program participation for the Adult basketball program by 5%.
- Increase program participation for the Adult softball program by 5%.
- Offer swim lessons taught in Spanish
- Increase Measure J summer programming and reach 85% capacity
- Increase daily attendance to 25 for the middle school after school program
- Offer over 350 scholarships for income qualified participants for the following programs: swimming lessons, SummerTime Fun Club, Summer Teen Pack, and Outdoor Adventures (due to Measure J funding and allocate 95% of those camperships for Summer2016) and to make scholarships available for wider range of recreational programs

Department Summaries

- Offer 1-2 free activities or events per quarter for all ages with Measure J funding
- Reach 20,000 participants with Rec2Go, the mobile recreation program
- Help facilitate the completion of at least five (5) CDBG-funded construction projects with work on the Federal labor and contract compliance requirements
- Close at least (five) 5 first time homebuyer loans.
- Obtain the City's fourth Housing-Related Parks Program grant

Community Services



COMMUNITY SERVICES

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
General Fund Support	\$ 855,448	\$ 1,088,809	\$ 1,152,016	\$ 1,642,980	\$ 2,833,069	\$ 5,181,383
General Fund Fees & Charges	449,625	425,954	528,304	615,824	522,190	542,184
Internal Service Funds	-	-	-	-	-	290,000
Enterprise Funds	284,635	276,774	311,840	331,978	376,813	793,185
Special Revenue	-	-	6,666	773,050	1,948,899	3,296,587
Development Funds/Capital	19,444	159,615	18,760	233,057	7,470	-
Spring Lake	11,584	13,706	8,132	20,000	-	-
Total Funding Sources	\$ 1,620,736	\$ 1,964,857	\$ 2,025,717	\$ 3,616,889	\$ 5,688,440	\$ 10,103,339

<u>Expenses by Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
41 Administration	\$ 901,223	\$ 1,053,999	\$ 1,168,565	\$ 1,617,828	\$ 2,687,398	\$ 2,934,990
42 Park Maintenance						\$ 4,780,467
43 Recreation	700,068	751,243	831,508	962,838	1,001,159	1,020,595
44 Senior Center	-	-	219	-	-	-
45 Housing/Grants	-	-	6,666	783,167	1,992,413	1,367,287
49 Capital	19,444	159,615	18,760	253,057	7,470	-
Total Expenditures	\$ 1,620,736	\$ 1,964,857	\$ 2,025,717	\$ 3,616,889	\$ 5,688,440	\$ 10,103,339

<u>Genral Fund Expenses by Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
41 Administration	\$ 889,640	\$ 1,040,292	\$ 1,160,433	\$ 1,617,828	\$ 2,687,398	\$ 2,644,990
42 Park Maintenance			-			2,335,139
43 Recreation	413,337	474,470	519,668	630,860	580,405	658,748
44 Senior Center	-	-	219	-	-	-
45 Housing/Grants	-	-	-	10,116	43,514	84,690
49 Capital	-	-	-	-	-	-
Total Expenditures	\$ 1,302,977	\$ 1,514,762	\$ 1,680,320	\$ 2,258,804	\$ 3,311,317	\$ 5,723,567

<u>Expenses by Category</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
Salaries and Benefits	\$ 947,207	\$ 1,137,313	\$ 1,245,071	\$ 1,599,243	\$ 2,124,937	\$ 3,592,440
Supplies & Services	309,523	457,897	360,526	1,113,055	1,552,930	2,813,000
Education & Meetings	1,132	5,110	4,980	11,598	26,623	42,343
Debt Service	-	-	-	-	-	-
Capital Expenses	-	-	42,808	133,403	400,000	-

Department Summaries

Other Operating Expenditures	362,873	364,537	372,333	654,731	1,185,156	3,300,928
Transfers	-	-	-	104,859	398,794	354,628
Total Expenditures	\$ 1,620,736	\$ 1,964,857	\$ 2,025,717	\$ 3,616,889	\$ 5,688,440	\$ 10,103,339

General Fund Expenses by Category	Actual	Actual	Actual	Unaudited	Amended	Adopted
Expenditures	FY2011-2012	FY2012-2013	FY2013-2014	Actual	Budget	Budget
				FY2014-2015	FY2015-2016	FY2016-2017
Salaries and Benefits	\$ 822,549	\$ 996,504	\$ 1,104,690	\$ 1,371,762	\$ 1,876,730	\$ 2,632,592
Supplies & Services	123,968	152,150	158,538	311,636	555,179	1,397,564
Education & Meetings	894	5,110	4,980	10,878	24,580	34,815
Debt Service	-	-	-	-	-	-
Capital Expenses	-	-	42,808	-	-	-
Other Operating Expenditures	355,565	360,998	369,303	464,041	504,326	1,593,968
Transfers	-	-	-	100,487	350,502	64,628
Total Expenditures	\$ 1,302,977	\$ 1,514,762	\$ 1,680,320	\$ 2,258,804	\$ 3,311,317	\$ 5,723,567

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – COMMUNITY SERVICES

Department/Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
Community Services (Recreation)				
Administrative Clerk II	1	1	1	1
Administrative Secretary	1	0	0	0
Administrative Supervisor	0	1	1	1
Community Services Director	1	1	1	1
Community Services Program Manager	0	1	2	2
Facilities Maintenance Worker I	0	0	0	0
Facilities Maintenance Worker II	1	1	1	1
Facilities Maintenance Worker III	1	1	1	1
Management Analyst II	0	0	0	1
Park Maintenance Worker II	0	0	0	3
Park Superintendent	0	0	0	1
Park Supervisor	0	0	0	2
Pool Facilities Technician	0	0	0	1
Recreation Coordinator	0	1	3	3
Recreation Supervisor	4	3	4	4
Senior Planner	0	1	1	1
Senior Tree Trimmer	0	0	0	1
Tree Trimmer II	0	0	0	1
Total by Community Services	9	11	15	25

POLICE (PUBLIC SAFETY DEPARTMENT)

The Police division of the Public Safety Department is responsible for law enforcement services in the community. The division 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. The division consists of four work sections: Administration, Operations, Operations Support and Special Operations.

Administration

This section is responsible for overall management and direction of the Public Safety Department including planning and financial management; the management and maintenance of the department's technology infrastructure; oversight of the Volunteers in Policing program including the chaplains; management of the alarm permits and licenses for massage establishments and taxi cabs. The Measure J-funded Crime Prevention program falls under the purview of this section.

Operations

This section has four main programs with the following responsibilities:

Patrol

This program is responsible for (1) day to day community patrol activities and responding to citizen's calls for service; (2) responding to and conducting preliminary criminal investigations and the necessary follow-up investigations for most incidents. This program also includes the Special Enforcement Team which addresses our community's AB 109 population.

Traffic

This program is responsible for traffic enforcement in the community and investigations of major and serious/fatal traffic collisions and traffic education and outreach.

Parking

This program is responsible for enforcement of parking violations and abandoned vehicle abatement.

Strategic Operations

This program consists of the K-9 unit, Special Weapons and Tactics (SWAT) Team, Crisis Negotiation Team, Bike Team and Honor Guard.

Operations Support

This section has six main programs with the following responsibilities:

Professional Standards

This program is responsible for recruitment, hiring and retention of department staff, internal investigations and media relations. The program coordinates training for all police employees and assures that staff meets state standards for peace officers. Departmental training includes Weaponless Defense and Range.

POST

This program is responsible for coordination of training for all police employees and assurance that staff meets state standards for peace officers.

Department Summaries

Records

This program is responsible for maintaining Police Department records, data processing (including warrants and PRA requests) and for maintaining property and evidence collected by department personnel. The staff serves as the initial point of contact with the public.

Facilities

This program is responsible for building maintenance, operations and other services necessary to keep the Department functioning, including telephone, utilities, landscaping, janitorial services, general office supplies, postage, document shredding, copy machines, heating and air conditioning systems and building repairs and improvements.

Crime Analysis

This program is responsible for collecting criminal intelligence, identifying crime trends, serving as a repository for gang member information and distribution to assist Administration, Investigations and Patrol personnel officers in their activities. The program also reports all AB 109 activities to allied agencies.

Graffiti

This program is responsible for graffiti clean-up throughout the City.

Special Operations

This section has two main programs with the following responsibilities:

Investigations

This program investigates criminal acts, collects evidence and supports Patrol when experience and additional investigative expertise or resources are required. This unit 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. The program also includes the Measure J-funded At Risk Youth program, School Resource Officers, YONET and the gang unit.

Extraditions

This program is responsible for recovering the cost of transporting a wanted subject from out of state for the purpose of prosecution.

Other budget areas include:

Special Police Revenue

This section is responsible for programs funded by state and/or federal revenues.

State COPS 04/05

This program is funded from the Supplemental Law Enforcement Services Funds (SLESF) generated as a percentage of the Vehicle License Fee. The funds cover the personnel costs for 1 police officer at Step A.

Proposition 172

Funds from this program cover the personnel costs for two (2) police officers at Step A.

Asset Forfeiture

This program is funded by the City's share from the county distribution of state and federal asset forfeitures. Use of the federal share is limited to new initiatives only and must be spent within 2 years of receiving the funds. There are no use limits on the state funds.

Department Summaries

Police Grants

This section is responsible for managing state and federal grant funds in the following programs.

AB 109

Funded by state realignment funds; share in FY15 is sufficient for 1 full time officer.

COPS Grant

Funded by the Department of Justice COPS office; partially funds 3 full time officers for 3 years.

Capital Projects

This section includes funding for CIP projects funded by the Police Development Impact Fees, and include the following programs/activities:

- City's share of YECA's CAD capital project
- City's share of YECA's radio upgrade capital project

FY2015-16 Accomplishments

The Department has achieved the following for fiscal year 2015-2016:

Operations

- Successfully filled vacancies for captain, lieutenant, sergeant and officer positions following the retirement of Captain Bierwirth.
- Awarded the 2015 COPS grant with partial funding for 3 full time officers; successfully filled these three positions.
- Successful participation in the AVOID the 8 grant (DUI checkpoints, saturation patrols and court stings).
- Successful completion of Operation Lightning Strike.
- Implemented the use of Crossroads traffic software.
- Implemented parking enforcement around the PD building during the solar project.
- Completed beat alignment review (conducted calls for service study).
- Developed the Tobacco Retail Licensing Ordinance and established agreement. with County for administration of ordinance.
- Modified the City camping ordinance, prohibiting activity in parks.
- Updated workload study for Patrol.

- Staff researched, developed and presented a program to eliminate the need to transport found and abandoned property from transient camps to the PD, allowing for more efficient handling and disposal of the property.
- Collaborated with the Yolo County District Attorney's Office in implementing Neighborhood Court and the Homeless Restorative Justice Program.
- Updated video and audio system in all interview rooms.
- Purchased and implemented the use of Jukebox for faster copying and downloading of mobile videos.
- Successful replacement of county-appointed mental health clinician, housed at the PD, to help with mental health calls and cases.
- Signed Task Force Officer Agreement with Bureau of Alcohol, Tobacco and Firearms.
- Relocation of the Yolo County Gang Task Force to the PD building.

Department Summaries

- Collaborated with the Yolo County District Attorney's Office regarding data driven prosecution program.

Support Services

- Successfully reclassified and filled the position of Records Supervisor.
- Hired a part-time crime analyst to assist in the Crime Analysis Unit.
- Collaborated with City I.T. to develop and launch the Press Log (public access to police calls for service log).
- Completed two (2) successful Records audits by the Department of Justice.
- Collaborated with Yolo County District Attorney's Office to improve documents process with Records.

Community/Youth Outreach

- Launched Police Activities League and successfully obtained 501(c)3 status.
- Coordinated and hosted two (2) DEA Drug Take Back events.
- Coordinated and hosted the 3 on 3 Basketball Tournament at the two junior high schools.
- Successfully hired a part time Crime Prevention Specialist to coordinate the Volunteers in Policing program.
- Hosted monthly Coffee with a Cop throughout the year at several businesses throughout the City; increased participation from the community.
- Hosted a very successful National Night Out in August 2015 with over 25 block parties.
- Organized and held the first ever Volunteer Academy at the PD with training provided by staff.
- Presented safety information at several civic groups (Kiwanis, Rotary, Boy Scouts, Girl Scouts) and schools throughout the City.
- Implemented G.R.E.A.T. program in 3 elementary schools.
- Increased presence in Nextdoor.com; increased resident participation.
- Completed the 2015 Annual Report.
- Coordinated and hosted Youth Summer Camp with YGRIP.
- Hosted and participated in 2 Bike Safety events.
- Revived Neighborhood Watch and attended several block meetings.
- Performed CPTED/safety assessments for businesses throughout the City.
- Partnered with the Yolo County District Attorney's Office social media coordinator and produced public service videos.

Training

- Facilitated citywide EOC full scale exercise.
- Coordinated two training courses for Records staff: UCR and Conflict Resolution.

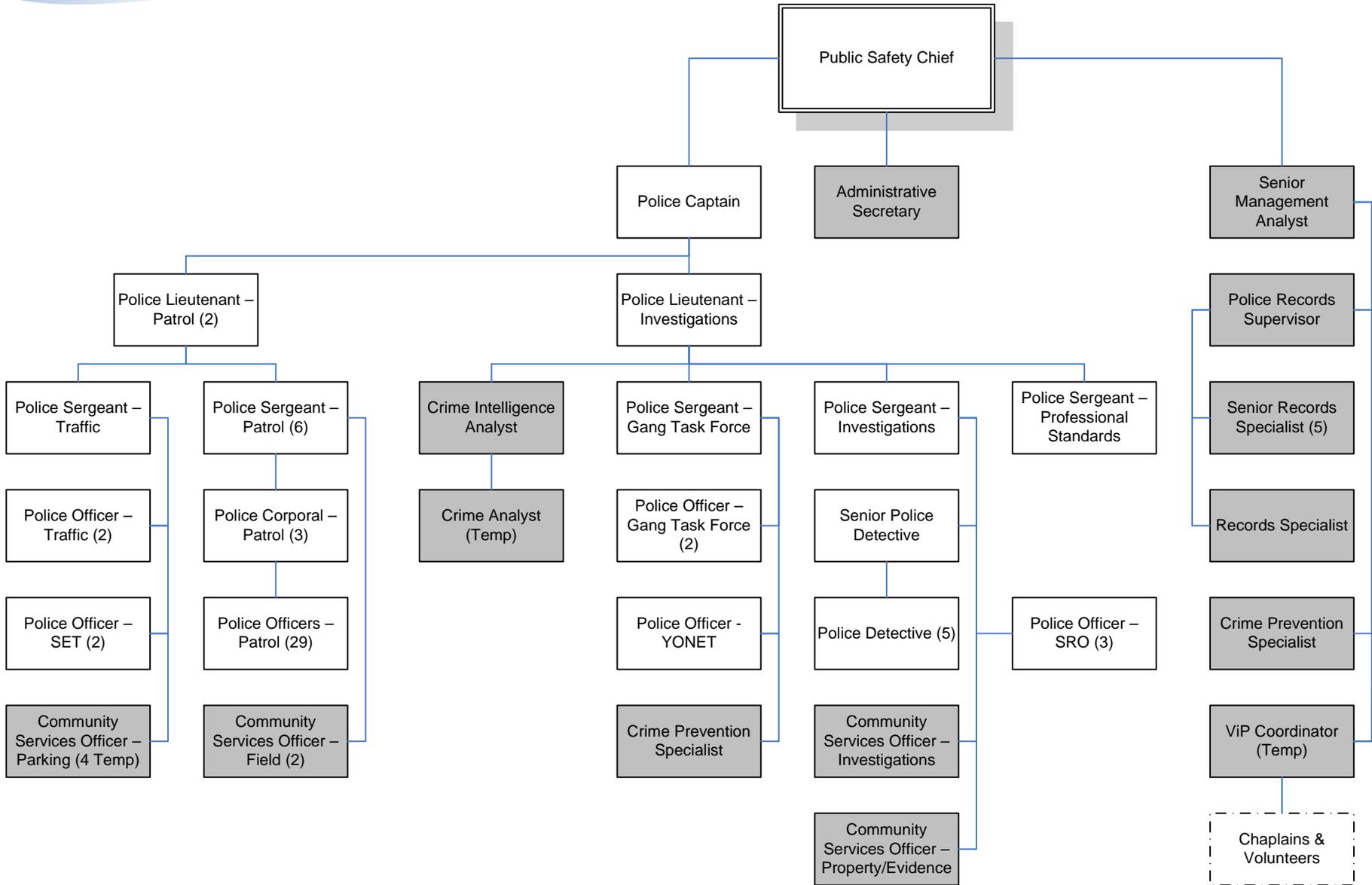
Department Summaries

FY2016-17 Goals

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

- Continued expansion of volunteer program: 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, provide presence at PredPol boxes and resurrect the Neighborhood Watch program.
- Continued expansion of social media outreach: staff realizes the importance of social media and accepts the challenge of expanding its outreach despite staffing shortage. Police will continue to explore the benefits of Twitter, YouTube and Nixle and will optimize the use of these social media outlets.
- Expansion of intern program: Police currently has an intern working with the Crime Analysis Unit and Patrol. For this coming fiscal year, staff plans to engage more interns from Sac State and ITT Tech to assist with other programs.
- 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.
- Records archival process: staff will explore options to digitize archive records to reduce the need for additional storage space.
- Increase officer uncommitted time: Police needs to identify ways to increase officer uncommitted time from 15% to 40%.
- Offer G.R.E.A.T. curriculum at all elementary schools within the school district.
- Install Police Observation Devices (PODs) at 5 intersections.
- Explore the possibility of applying for the FY2016 COPS grant.

Public Safety - Police



Non-Sworn Positions

PUBLIC SAFETY - POLICE

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
General Fund Support	\$ 13,531,873	\$ 13,579,549	\$ 14,955,424	\$ 15,097,048	\$ 16,224,261	\$ 16,729,697
General Fund Fees & Charges	601,656	658,694	634,703	582,991	627,084	700,084
Internal Service Funds	-	-	-	31,077	-	-
Proposition 172 Funds	230,531	237,322	263,183	322,259	298,639	325,443
Grant Funds	361,418	288,437	147,975	124,232	498,908	516,082
Development Funds/Capital	271,042	100,933	97,339	97,245	98,770	98,770
Asset Forfeiture	3,716	1,551	10,418	39,589	25,000	25,000
Total Funding Sources	\$ 15,000,237	\$ 14,866,486	\$ 16,109,042	\$ 16,294,440	\$ 17,772,662	\$ 18,395,076

<u>All Funds Expenses by Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
51 Administration	\$ 2,901,323	\$ 2,776,261	\$ 2,772,025	\$ 2,862,904	\$ 3,389,244	\$ 3,283,574
52 Operations	7,279,089	7,379,183	8,432,642	8,654,729	8,969,125	9,479,303
53 Operations Support	1,368,127	1,459,776	1,563,065	1,516,299	1,629,632	1,684,501
54 Special Operation	2,516,318	2,447,620	2,608,930	2,518,972	2,700,442	2,811,108
56 Special Police Revenues	360,941	381,345	402,546	468,083	444,439	479,653
57 Police Grants	430,090	321,369	232,496	176,208	541,010	558,167
59 Capital Projects	144,348	100,933	97,339	97,245	98,770	98,770
Total Expenditures	\$ 15,000,237	\$ 14,866,486	\$ 16,109,042	\$ 16,294,440	\$ 17,772,662	\$ 18,395,076

<u>General Fund Expenses by Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
51 Administration	\$ 2,901,323	\$ 2,776,261	\$ 2,772,025	\$ 2,862,904	\$ 3,389,244	\$ 3,283,574
52 Operations	7,279,089	7,379,183	8,432,642	8,644,891	8,969,125	9,479,303
53 Operations Support	1,368,127	1,459,776	1,563,065	1,495,060	1,629,632	1,684,501
54 Special Operation	2,516,318	2,447,620	2,608,930	2,518,972	2,700,442	2,811,108
56 Special Police Revenues	-	20,948	-	158,211	6,000	6,000
57 Police Grants	68,672	154,456	213,466	-	156,902	164,749
59 Capital Projects	-	-	-	-	-	-
Total Expenditures	\$ 14,133,529	\$ 14,238,243	\$ 15,590,127	\$ 15,680,039	\$ 16,851,345	\$ 17,429,235

<u>Expenses by Category</u>	Unaudited	Amended	Adopted
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<u>Expenditures</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Actual FY2014-2015	Budget FY2015-2016	Budget FY2016-2017
Salaries and Benefits	\$ 10,994,170	\$ 10,733,283	\$ 11,432,536	\$ 11,507,388	\$ 12,661,911	\$ 13,262,421
Supplies & Services	2,415,530	2,451,976	2,485,970	2,643,693	3,026,737	3,080,511
Education & Meetings	35,798	33,749	58,063	87,929	45,084	43,183
Capital Expenses	16,755	25,412	186,515	76,019	-	-
Other Operating Expenditures	1,425,419	1,622,066	1,945,958	1,979,411	2,029,580	2,008,961
Transfers	112,565	-	-	-	9,350	-
Total Expenditures	\$ 15,000,237	\$ 14,866,486	\$ 16,109,042	\$ 16,294,440	\$ 17,772,662	\$ 18,395,076

General Fund Expenses by Category						
<u>Expenditures</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
Salaries and Benefits	\$ 10,308,471	\$ 10,245,182	\$ 11,047,184	\$ 11,114,684	\$ 11,899,736	\$ 12,447,802
Supplies & Services	2,403,321	2,433,000	2,475,552	2,583,782	3,001,737	3,055,511
Education & Meetings	35,798	33,538	58,063	49,996	45,084	43,183
Capital Expenses	11,030	23,861	186,513	76,019	-	-
Other Operating Expenditures	1,262,345	1,502,661	1,822,813	1,855,558	1,904,788	1,882,739
Transfers	112,565	-	-	-	-	-
Total Expenditures	\$ 14,133,529	\$ 14,238,243	\$ 15,590,125	\$ 15,680,039	\$ 16,851,345	\$ 17,429,235

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – POLICE

Department/Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
Police - Public Safety				
Administrative Secretary	1	1	1	1
Community Services Officer	4	4	4	4
Crime & Intelligence Analyst	1	1	1	1
Crime Prevention Specialist	0	0	1	1
Information Systems Specialist	1	0	0	0
Management Analyst II	1	0	0	0
Police Captain	1	1	1	1
Police Chief	1	1	0	0
Police Lieutenant	3	3	3	3
Police Officer	45	45	49	49
Police Records Specialist	2	0	1	1
Police Sergeant	10	10	10	10
Records Manager	1	1	0	0
Public Safety Chief	0	0	1	1
Senior Management Analyst	0	1	1	1
Senior Police Records Specialist	4	6	5	5
Total Police	75	74	78	78

FIRE (PUBLIC SAFETY DEPARTMENT)

The City of Woodland Fire division of the Public Safety Department ensures that the City's emergency resources and prevention services are effectively and efficiently delivered and managed. Fire provides response to structural, vehicular and vegetation fires, emergency services, hazardous materials response, public assistance and other emergencies.

The Fire division is organized into four work sections: Administration, Operations, Training, and Prevention. Each division is made up of one or more programs.

Administration

This section serves two critical roles: 1) provide leadership and administrative support for all Fire services, and 2) coordinate citywide Emergency Management efforts. Activities of this section include the following:

- Long-range organizational planning
- Personnel management
- Contract and grant administration
- Budget oversight
- Leadership development.

Operations

This section is responsible for activities related to emergency responses for fires, medical emergencies, rescue services and hazardous material releases. The section oversees six program areas that support the emergency services activities provided by Fire. These programs include:

- Fire Department Facilities
- Fire Operations
- Safety Equipment
- Heavy Rescue Team
- Hazardous Materials Team

Training

This section oversees Fire's Training Program. It is responsible for the coordination, supervision, and development of all training activities for career and Reserve firefighters as well as the special teams. In addition, this section provides training and support for the city's *Emergency Operations and Planning* efforts. This section also assists the Human Resources Department with recruitment and testing of candidates for the department.

Prevention

Prevention is responsible for activities related to the prevention and investigation of fires including: fire inspections, fire code hazardous operation and life safety permits, plan review, fire protection system inspections, and water systems, weed abatement, and fire cause and origin determination. This section oversees two program areas: Fire Prevention and Arson. Fire Prevention also includes public safety education and the Division's Support Branch is a recognized element of the public education program.

Department Summaries

FY2015-16 Accomplishments

- Completed Regional Captain's promotional test.
- Implemented Wellness program.
- Completed trench rescue training for all staff raising the Fire to a full-service department.
- Formed social media/public relations committee. Launched Facebook page.
- Successfully hired and trained six (6) firefighters to fill existing vacancies.
- Implemented public training in CPR in support of using mobile app *Pulsepoint*.
- Implemented SAVE (Supplying Aid to Victims of Emergencies) program which allows Fire staff to provide monetary aid immediately to victims at the scene.
- Developed response maps to assess station locations for best service delivery.
- Initiated relocation process for Station 3.
- Conducted a preliminary Community Risk Analysis.
- Strike team participation:
 - Fork Fire in Trinity County
 - Butte Fire in Butte County
 - Rough Fire in Sierra National Forest
 - Route Fire in Six Rivers National Forest
 - Lowell Fire in Nevada County
 - Barker Fire in Shasta-Trinity National Forest
 - Cuesta Fire in San Luis Obispo County
 - Wragg Fire in Napa County (Lake Berryessa)
 -

FY2016-17 Goals

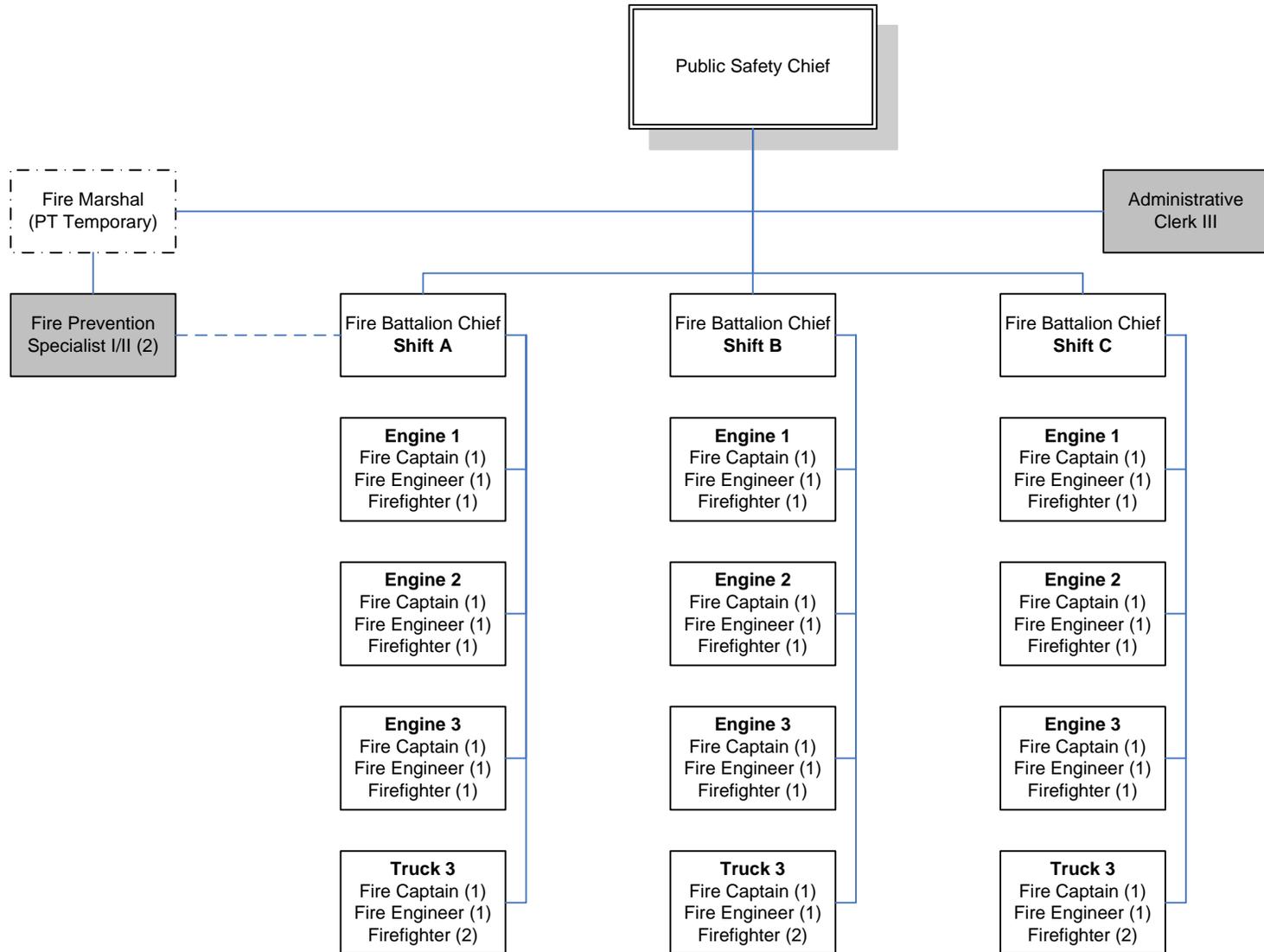
Fire aims to fulfil the following goals in continued support of the Council's priority goals:

- Replace 22-year old Type III apparatus with Type V engine at a lesser cost.
- Update the Fire Master Plan: staff will begin the process of updating the Fire Master Plan to assist with identifying needs as well as framing decisions regarding staffing, deployment models, and station location.
- Develop an electronic plan review process: staff will research and develop a plan to digitize archived plan reviews to reduce the need for additional storage space.
- Continued expansion of social media outreach: Fire realizes the importance of social media and accepts the challenge of expanding its outreach despite staffing shortages.
- Conduct a more detailed Community Risk Analysis: Fire Prevention staff will research and conduct a risk analysis to better inform decisions regarding deployment, station location, and public outreach programs.
- Restore the Fire mid-management structure: in preparation for upcoming retirements, the staff will work to develop a plan to expand the mid-management structure.
- Retrofit access to the fire stations to secure each facility: staff will research possible solutions to enhance the shortcomings in the current security at all of the fire stations.
- Work to improve ISO rating from 3 to 2: staff will seek to identify areas of improvement in our most recent ISO review to improve the City's ISO rating.
- Update Fire code.
- Ongoing recruitment to fill upcoming retirements.
- Finalize plans for Station 3 relocation.

Department Summaries

- Explore feasibility of having Woodland and West Sacramento Fire Departments provide fire service to Elkhorn Fire Protection District.
- Develop and formalize a Fire Investigation Team.

Public Safety - Fire



Non-Sworn Positions

PUBLIC SAFETY - FIRE

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
General Fund Support	\$ 7,885,121	\$ 7,577,977	\$ 8,609,596	\$ 8,992,266	\$ 8,982,816	\$ 9,490,803
General Fund Fees & Charges	499,946	471,644	485,414	444,302	843,765	403,417
Internal Service Funds	7,089	-	-	-	-	-
Enterprise Funds	53,667	35,532	28,832	-	-	-
Proposition 172	147,703	221,840	216,316	224,922	221,508	226,776
SAFER Grant	571,577	739,319	-	-	-	-
Development Funds/Capital	-	-	-	-	-	-
Other Designated Revenues	-	-	-	-	-	-
Total Funding Sources	\$ 9,165,103	\$ 9,046,313	\$ 9,340,158	\$ 9,661,490	\$ 10,048,089	\$ 10,120,996

<u>Expenses by Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
61 Administration	\$ 524,794	\$ 179,016	\$ 94,597	\$ 87,748	\$ 106,210	\$ 360,859
62 Operations	8,183,370	8,415,295	8,776,177	9,081,960	9,449,962	9,323,930
63 Training	98,897	111,415	122,424	143,975	140,500	87,500
64 Fire Prevention	358,042	340,587	346,960	347,807	351,417	348,707
69 Capital	-	-	-	-	-	-
Total Expenditures	\$ 9,165,103	\$ 9,046,313	\$ 9,340,158	\$ 9,661,490	\$ 10,048,089	\$ 10,120,996

<u>General Fund Expenses by Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
61 Administration	\$ 524,794	\$ 179,016	\$ 94,597	\$ 87,748	\$ 106,210	\$ 360,859
62 Operations	7,457,001	7,454,135	8,559,861	8,857,039	9,228,454	9,097,154
63 Training	45,230	75,883	93,591	143,975	140,500	87,500
64 Fire Prevention	358,042	340,587	346,960	347,807	351,417	348,707
69 Capital	-	-	-	-	-	-
Total Expenditures	\$ 8,385,067	\$ 8,049,621	\$ 9,095,009	\$ 9,436,568	\$ 9,826,581	\$ 9,894,220

<u>Expenses by Category</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
Salaries and Benefits	\$ 7,414,812	\$ 7,454,402	\$ 7,227,317	\$ 7,543,989	\$ 7,895,723	\$ 7,795,560
Supplies & Services	529,926	514,368	550,913	535,187	601,224	565,038

Department Summaries

Education & Meetings	7,859	9,778	48,734	85,104	50,989	50,989
Capital Expenses	8,970	17,571	-	-	27,725	-
Other Operating Expenditures	1,196,446	1,050,194	1,513,195	1,497,209	1,472,429	1,459,409
Transfers	-	-	-	-	-	250,000
	\$ 9,158,013	\$ 9,046,313	\$ 9,340,158	\$ 9,661,490	\$ 10,048,089	\$ 10,120,996

General Fund Expenses by Category						
	Actual	Actual	Actual	Unaudited	Amended	Adopted
<u>Expenditures</u>	FY2011-2012	FY2012-2013	FY2013-2014	Actual	Budget	Budget
	FY2011-2012	FY2012-2013	FY2013-2014	FY2014-2015	FY2015-2016	FY2016-2017
Salaries and Benefits	\$ 6,696,039	\$ 6,560,106	\$ 7,078,471	\$ 7,390,644	\$ 7,742,368	\$ 7,637,384
Supplies & Services	490,034	478,836	522,081	531,677	601,224	565,038
Education & Meetings	7,839	9,153	48,734	85,104	50,989	50,989
Capital Expenses	8,970	17,571	-	-	27,725	0
Other Operating Expenditures	1,182,186	983,955	1,445,724	1,429,143	1,404,276	1,390,809
Transfers	-	-	-	-	0	250,000
	\$ 8,385,067	\$ 8,049,621	\$ 9,095,009	\$ 9,436,568	\$ 9,826,581	\$ 9,894,220

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – FIRE

Department/Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
Fire - Public Safety				
Administrative Clerk II	1	1	1	0
Administrative Clerk III	0	0	0	1
Deputy Fire Chief	1	0	0	0
Fire Battalion Chief	3	3	3	3
Fire Captain	12	12	12	12
Fire Engineer	12	12	12	12
Fire Prevention Specialist II	2	2	2	2
Firefighter	18	15	15	15
Management Analyst II	0	0	0	0
Total Fire	49	45	45	45

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, 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 oversees the use of the Development Fund and State Library funding, which supplement library funding from the General Fund.

The Library also oversees the Literacy Program, which is a nearly self-supporting program with minor support from the General Fund. It provides one-on-one and group tutoring for adults in Woodland. Its partners and funding sources include the county's sheriff department, Woodland Adult Education, the Woodland Literacy Council, the California State Library, and other private funding sources.

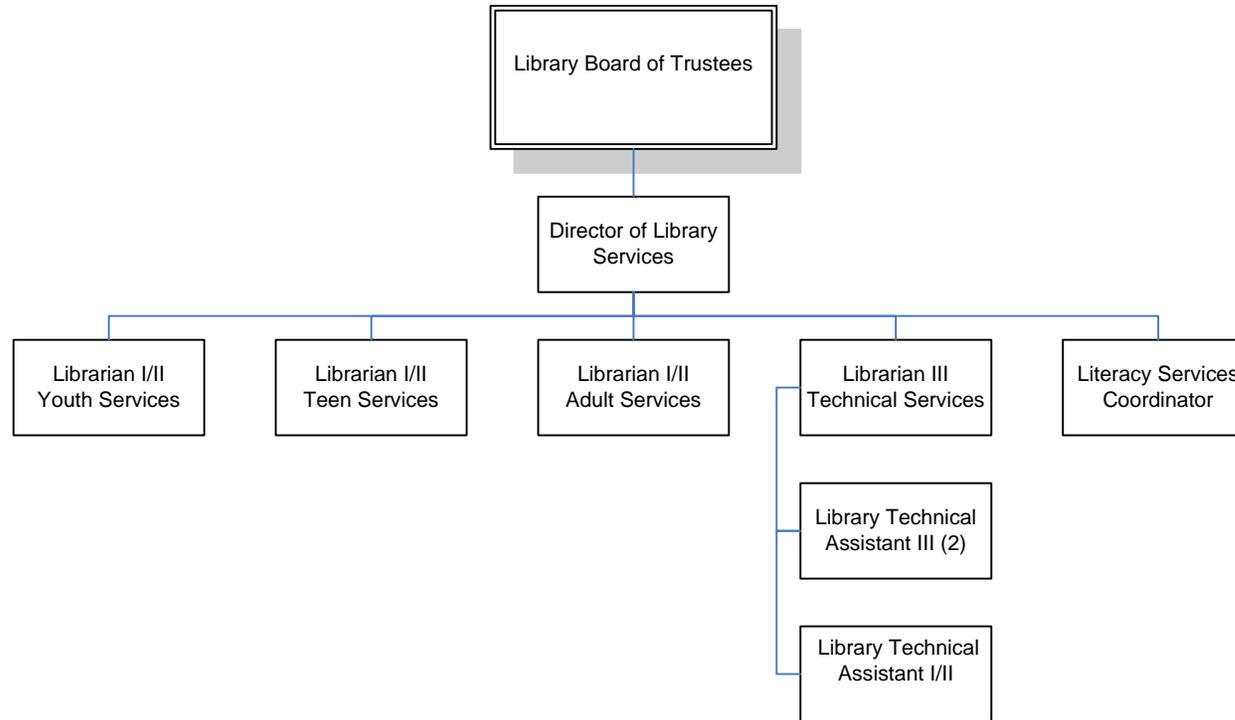
FY2015-16 Accomplishments

- Expansion of Library Hours from 44 hours a week to 51 hours a week.
- Engagement of parents and caregivers in early literacy through the Very Ready Reader Program.
- Supported student summer learning through the Summer Reading Program, increasing students engaged in the reading program over the summer from 1,000 students to 1,500 students ages K-12 grade.
- Created a Teen Library Advisory Board to engage teens in the library and their community.
- Successful community outreach through participation in First Friday Art Walks and Food Truck Mania, with library card registration and activities for children.
- 3rd grade visits; in conjunction with the United Way Education Council's "Read to Succeed" campaign, the library gave every third grader in Woodland the opportunity for a library card and a book for ownership. 450 3rd grade students have met the children's librarian and 400 3rd graders have received library cards.
- Introduced new online resources for patrons, HelpNow, JobNow, and Mango Languages.

FY2015-16 and FY2016-17 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.

Woodland Public Library



LIBRARY

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
General Fund Support	\$ 906,394	\$ 1,126,008	\$ 1,246,540	\$ 1,452,447	\$ 1,722,752	\$ 1,738,863
General Fund Fees & Charges	16,284	16,467	25,490	21,986	20,000	16,000
Literacy Funding	161,860	154,619	83,834	73,618	102,409	70,375
Library Trust Fund	14,896	20,101	26,374	29,955	61,869	36,794
Development Funds/Capital	85,513	86,829	70,409	95,827	673,656	85,000
Total Funding Sources	\$ 1,184,947	\$ 1,404,025	\$ 1,452,647	\$ 1,673,833	\$ 2,580,686	\$ 1,947,032

<u>Expenses by Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
71 Administration	\$ 1,099,434	\$ 1,317,196	\$ 1,382,238	\$ 1,578,006	\$ 1,907,030	\$ 1,862,032
79 Capital	85,513	86,829	70,409	95,827	673,656	85,000
Total Expenditures	\$ 1,184,947	\$ 1,404,025	\$ 1,452,647	\$ 1,673,833	\$ 2,580,686	\$ 1,947,032

<u>General Fund Expenses by Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
71 Administration	\$ 922,678	\$ 1,142,475	\$ 1,272,029	\$ 1,474,433	\$ 1,742,752	\$ 1,754,863
79 Capital	-	-	-	-	-	-
Total Expenditures	\$ 922,678	\$ 1,142,475	\$ 1,272,029	\$ 1,474,433	\$ 1,742,752	\$ 1,754,863

<u>Expenses by Category</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
Salaries and Benefits	\$ 797,647	\$ 799,475	\$ 783,334	\$ 908,269	\$ 1,098,119	\$ 1,151,131
Supplies & Services	265,759	272,541	342,742	385,336	1,008,966	365,212
Education & Meetings	4,817	4,814	4,587	15,253	29,708	11,846
Capital Expenses	-	-	-	-	50,939	-
Other Operating Expenditures	106,724	317,194	321,984	364,976	392,954	418,843
Transfers	10,000	10,000	-	-	-	-
Total Expenditures	\$ 1,184,947	\$ 1,404,025	\$ 1,452,647	\$ 1,673,833	\$ 2,580,686	\$ 1,947,032

General Fund Expenses by Category						
Expenditures	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
Salaries and Benefits	\$ 696,083	\$ 715,985	\$ 751,497	\$ 878,340	\$ 1,061,320	\$ 1,110,200
Supplies & Services	128,860	117,486	205,502	225,338	231,744	220,025
Education & Meetings	4,370	4,165	2,720	7,986	8,003	8,003
Capital Expenses	-	-	-	-	50,939	-
Other Operating Expenditures	93,364	304,839	312,309	362,768	390,746	416,635
Transfers	-	-	-	-	-	-
Total Expenditures	\$ 922,678	\$ 1,142,475	\$ 1,272,029	\$ 1,474,433	\$ 1,742,752	\$ 1,754,863

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – LIBRARY

Department/Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
Library				
Librarian I	1	1	2	0
Librarian II	1	1	1	3
Librarian III	1	1	1	1
Library Services Director	1	1	1	1
Library Technician Assistant II	2	2	1	1
Library Technician Assistant III	0	0	2	2
Literacy Coordinator	0	0	1	1
Total Library	6	6	9	9

PUBLIC WORKS

The Woodland Public Works Department plans, programs, constructs, operates, maintains, repairs and replaces the City's publicly owned transportation, utility, and facility infrastructure systems. Transportation systems include pavements, parking and traffic signals/signage, street lighting, and sidewalks. Utility systems include water supply and treatment, sanitary sewer treatment, conveyance and disposal, and storm drainage/flood protection. City-owned buildings include City Hall, Municipal Services Center, Library, Police and Fire Stations, and the Community/Senior Center.

Public Works also manages the City's street tree program, Park maintenance, Cemetery maintenance, Brooks Pool maintenance, the vehicle and equipment fleet, and City-wide environmental compliance and conservation programs. Public Works is broken into seven divisions: Administration, Environmental Services, Fleet & Facilities, Park Maintenance, Right-of-Way Maintenance, Utility Maintenance, and Wastewater Operations.

Administration

Staff ensures that all invoices are entered into Tyler Eden (the City's financial software) and paid in a timely manner; purchase orders are requested as needed. Timecards are entered into Tyler Eden and temporary worker hours are kept below their maximum threshold for the fiscal year. Budgets for 52 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. Monthly water shut-off lists are run, routed, distributed, and updated several times per day for the first two weeks after the shut-off date.

Files on professional licenses and certifications are maintained and reviewed to ensure that Public Works staff is in compliance with State and other agencies. Reports are run out of CityWorks Server, Faster, and Tyler Eden on a monthly basis and/or as needed.

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

Fleet fixed and variable rates for all city vehicles and equipment are calculated by Public Works for collection by Finance; fixed rate account balances are tracked per vehicle to ensure there is enough money available when the vehicle is up for replacement; fuel information for all City vehicles and equipment is uploaded daily and reconciled monthly; Department of Motor Vehicles (DMV) BIT (Biennial Inspection of Terminals) program files are maintained and kept up-to-date for all Class A and B drivers' license holders. Underground Service Alerts (USA) information and requests for service are forwarded to the appropriate workgroups; website information is updated in a timely manner. Communications from County Communications regarding road closures, flashing lights and out-of-service fire hydrants are forwarded to the correct personnel.

Department Summaries

FY2015-16 Accomplishments

- Completed upgrade to Cityworks Server.
- Received over 11,000 phone calls that turned into Service Requests which were entered in CityWorks Server.
- Implemented full use of Target Solutions (no longer tracking training on Excel spreadsheets).
- Rolled out data collection/customer complaints using myWoodland App in conjunction with Technical Services.
- Pulled information required for Management Partners Department Review.

FY2016-17 Goals

- Reclassify Admin Clerk series.
- Update Public Works website.
- Requiring each work group to come up with one significant, measureable outcome by September 1, 2016.

Environmental Services

The Environmental Services Division supports the City's stewardship of land, water, and air resources and oversees compliance with related environmental laws and regulations through the following programs:

Solid Waste and Recycling

Management of citywide 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 indoor and outdoor water conservation through education and outreach, rebate and incentive programs, water-leak location assistance, and water-waste response.

Environmental Compliance

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

FY2015-16 Accomplishments

- Completed construction of solar arrays to benefit six City facilities with 2.5 MW of renewable energy.
- Expanded community Property Assessed Clean Energy (PACE) funding options by joining the HERO PACE program.
- Expanded community energy conservation awareness through collaborative efforts with Woodland, Step Up and Power Down.

Department Summaries

- Selected the preferred design and planted all trees for the community Legacy Tree Grove in collaboration with the Urban Forestry group, Woodland, Tree Foundation, the City Council Sustainability Committee, and community volunteers.
- Achieved the 2,400 Trees Campaign goal of seeing 2,400 new trees planted community-wide between July 1, 2014 and June 30, 2016.
- Developed interpretive signs for the East Regional Detention Pond with Yolo County Resource Conservation District.
- Achieved full compliance with Mandatory Commercial Recycling requirements from businesses and rolled out widespread multifamily recycling with a focused education and outreach effort.
- Achieved a 30% reduction in community-wide water use from June 2015 through February 2016 compared with the 2013 baseline, exceeding state reduction mandate by 6%.
- Launched a web-based customer water use portal.
- Conducted a combined Fix-a-Leak/Fix-a-Light Workshop with Yolo Energy Watch, a first Rainwater Harvesting workshop, the 6th annual Home Water-Wise Landscape Tour, the 4th annual Water-Wise Wednesdays workshop series, the 6th annual Pharmaceutical Take-Back Event, the first What On Earth! Celebration with Step Up and Power Down, oil filter exchanges, and other public outreach events.

FY2016-17 Goals

Continue to support the City Council's Environmental Sustainability goal by encouraging and modeling environmental stewardship through the following activities:

- Meet half the Climate Action Plan goal for communitywide greenhouse gas emissions from energy use through expansion of alternative energy sources and increased energy efficiency.
- Complete installation of EV charging stations at 2-3 new locations.
- Explore opportunities for working with an energy services company to improve energy efficiency and comfort at City buildings.
- Realize a community increase of 1,200 trees with emphasis on tree canopy at commercial properties and along major bicycle and pedestrian routes.
- Decrease community automobile use through partnerships to increase bicycling, walking, carpooling, and mass transit use.
- Modernize the Municipal Code sections on solid waste management.
- Achieve 100% participation in recycling programs at both businesses and multifamily complexes.
- Begin a food waste diversion program.
- Maintain community per capita water conservation at the FY 16 level.
- Expand targeted water conservation assistance through use of the Aquahawk web portal.
- Upgrade the Conservation Coordinator classification to appropriately reflect level of responsibility.

Fleet & Facilities

The primary mission of the Fleet & Facilities Division is to provide support to all City departments through comprehensive, effective, and efficient Fleet Services, Facility Services, and Central Stores operations.

Fleet Services

Department Summaries

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

Full-service management of City Hall, City Hall Annex, Municipal Service Center, Library, Police Department, Fire Stations 1-3, and Water Pollution Control Facility along with partial support of the Senior and Community Center. Services include maintenance, repair, and compliance-related activities along with subcontracted services including HVAC, Pest Control, and Janitorial.

Central Stores

Full-service supply/asset procurement, warehousing, and distribution services for all City departments. Primary functions support Public Works operations by managing the supply chain for Water, Sewer, Streets, Signs & Markings, Parks Maintenance, Electrical, and Urban Forestry.

FY2015-16 Accomplishments

- Reduced the number of Trees trucks from 3 to 1, saving the City at least \$5,000 a year.
- Purchased City’s first all-electric van under a state grant.
- Hired a handyman service contractor to reduce facilities backlog service requests.
- Achieved a 95% Fleet Availability rate for the year.
- Coordinated with YCPARMIA to conduct Facilities safety inspections on 11 city facilities.
- Joined Yolo County on a Fuel Services contract that would potentially save the City approximately \$15,000 a year.
- Resolved Senior and Community Center geothermal system issues by treating the water and adjusting the pressure set points.

FY2016-17 Goals

- Create a Facilities Asset Management program aimed at transforming facilities operations from a reactive to proactive operational environment.
- Create standardized specifications on all City vehicles to make the vehicle purchasing process more efficient.
- Begin charging Departments for equipment fuel card charges and car washes.
- Replace one of the older Vac-Con trucks after its lease expires.
- Integrate Police department janitorial service with the city-wide contract.

Parks Maintenance

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’s parks infrastructure consists of 13 programs and incorporates approximately 217 acres of developed land and another 160 acres of undeveloped land (known as the Regional Park). The developed acreage is home to 23 parks, 13 sports fields, 1 Cemetery, 2 pools (1 closed), 1 plaza, and a variety of greenbelts and landscaping strips. This division also oversees the Urban Forestry Group, which is responsible for the maintenance and well-being of approximately 15,000 City owned trees. All of

Department Summaries

these amenities are funded from multiple sources, which include the general fund and various lighting and landscaping districts.

FY2015-16 Accomplishments

- Removed and replaced the roof on the Camarena Ball field maintenance shed. The Woodland Little League also had volunteers repaint the maintenance shed and the snack bar/score booth to match the newly installed restrooms.
- Removed and installed new restrooms at Camarena Ball field, with all new utilities runs and blacktop surround.
- Finished all the Cyclical Pruning that was budgeted for FY2015-16 (\$159,341).
- Re-lamped the entire Sports Park ball field lighting with all new light bulbs.
- Repaired all of the worn position play areas in the synthetic turf at the Sports Park.
- Installed refurbished playground at the Sports Park.
- Installed two new shade structures over the picnic tables at the Dog Park.
- With the generous donation by Carole Pirruccello, staff was able to coordinate refurbishing the walking path at Woodside as well as install a new basketball court.
- Replaced wood picnic tables at Ferns Park with concrete tables.
- Installed a 21 Niche Columbarium in Mausoleum with projected revenue of \$34,000 including \$12,000 in Endowment Care funds.
- Installed an additional eight (8) Motorola controllers in Gibson Ranch to add to the City's Central Control Irrigation System. This will result in better water use monitoring and costs savings.

FY2016-17 Goals

- Upgrade all tennis courts to a new lighting and control system so they can be operated from a web-based system.
- Install master valves at Pioneer park so that the park can be fully shut off remotely. These valves also track water usage to add redundancy to our irrigation system.
- Connect to the reclaimed water system for Pioneer and Klenhard Parks. This will dramatically reduce the water costs associated with these parks.
- Perform wide range cyclical pruning (contingent on approved funding) in our older growth section of town.
- Make significant upgrades to infrastructure at various low-income area parks if grant money is approved (\$300K - \$500K).
- Replace existing outdated playground equipment at Harris Park with a grant from California Department of Housing and Community Development (HCD) by our Community Services Department.
- Remove and replace the poured in place rubber with engineered wood fiber at Ferns Park.
- Install an additional six (6) irrigation controllers in Gibson Ranch. This will complete the upgrades to Central Control of irrigation in Gibson Ranch.

Right-of-Way (ROW) Maintenance

The primary mission of this division is to maintain City infrastructure in a cost-effective manner, ensuring a high degree of reliability and safety that will meet the needs of our community.

The Right-of-Way (ROW) division consists of 14 programs and is responsible for the operation and maintenance of 207 center line miles of streets, 400 miles of sidewalks, 66 signalized intersections (City owned), 48 various sites throughout Yolo County that incorporate signals, beacons and radar feedback signs (County owned) 3,550 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), 10,000 traffic signs, and 207 center line miles of road markings. All of these amenities are funded from multiple sources, which include the general fund, Transportation Development Act (TDA), Measure E, Gas Tax, Enterprise fund, and various lighting and landscaping districts.

FY2015-16 Accomplishments

- Downtown Enhancements - Completed various components of the City's Downtown Enhancement project.
 - Holiday lighting outlets installed in tree wells along Main Street, as well as in Heritage Plaza.
 - Installed new service to accommodate car charging stations.
 - The Electrical/Signs & Markings and Streets Groups supported CDD with the numerous inspections and plan review for the Main Street Rehabilitation project this fiscal year.
 - Installed parking regulation signage and street markings around the new Court House. In addition, to counsel on provided guide signs.
 - Continuous banner installation and removal.
- Removed and replaced main distribution panel at Brooks Pool.
- Conversion of high pressure sodium (HPS) street lighting fixtures to LED lighting throughout the city.
- Completed road repairs and pavement markings to E. Beamer underpass.
- Installation of SCADA monitored Uninterrupted Power System (UPS system) for all SCADA servers.
- Upgraded Programmable Logic Controllers (PLC) program and SCADA modifications to accommodate Well 16 blending upgrades.
- SCADA installation at Beamer Underpass.
- Electrical/SCADA support for Regional Water Treatment Plant (RWTP).
- Installed water circulation system at ground level water tank and upgraded PLC code and SCADA integration to monitor the new mixing system.
- Breaker testing at library, in addition to panel maintenance.
- MSC electrical information was added to Cityworks.
- Supported Community Development Department (CDD) with the inspections, plan review and Requests for Information (RFIs) for the Aquifer Storage and Recovery (ASR) wells 29 and 30.
- Supported CDD with the inspections, submittals, RFIs and plan review for WPCF Blower building and Remote Terminal Unit (RTU) cabinets.

Department Summaries

- Decommission wells 17, 11 and 4.
- Installation of Raised Pavement Markers (RPMs) on 20% of islands tips and layout and install of RPMs on Sanders St and 102 S/O Heritage.
- Upgraded the traffic signal management system software (QuicNet) to enhance operations capabilities. This allowed staff to modify previously unconnected intersections with radios and transmitters and add them to our traffic signal management system. This project will continue through 2015-2016; staff completed roughly 75% of the project in 2014-15.
- Installed new traffic signal cabinet and Battery Backup System (BBS) on College and Granada.
- Wrote new City of Woodland (COW) Electrical and Signs & Markings Specifications.
- Installed new electrical service and branch circuits for Camarena Parks new bathroom. In addition to upgrading electrical in press box and storage shed.
- Installed relays in electrical control cabinets at Sports Park to allow remotely controlled receptacles.
- Installed car charging station at Community Center for recreation electric vehicle.
- Supported COW solar project, this entailed numerous facilities shutdowns and coordination meetings.
- Removed and replaced asphalt for Camarena Park's new bathroom.
- The Street Group performed routine maintenance in preparation for the 2015 seal project in zone one. Zone one consists of roads from W. Main Street to just north of W. Kentucky Ave. between N. West Street and County Rd. 98. This task was completed during the Fall of 2015.
- The Street group responded to several requests from Community Development for the downtown area. These requests primarily have focused on the installation and relocation of trash cans, benches, and bike racks.
- Completion of the Stop and Yield sign, California Manual on Uniform Traffic Control Devices (CAMUTCD) required, Retro-Reflectivity testing.
- The Signs and Markings Group has added roughly 20% of all signs & road markings data into Cityworks.

FY2016-17 Goals

- Install new hardware (radio's and transmitters) at various traffic signals that are currently not connected to our traffic signal management system. With approximately 75% of the City's signalized intersection connected, the addition of these intersections will help staff become even more efficient in our signal operations and bring the City closer to staff's goal of 100% connectivity.
- Continue with citywide street lighting LED conversion project.
- Continue with Downtown enhancements.
- Complete the remaining 50% of road preparation in zone two. In addition, repave Dave Douglas park walkways.
- Complete 75% inventory of all related Signs and Markings, Electrical and Facility infrastructure in Public Works asset management program (Cityworks).
- Work with Recreation to find funding for contracting out Downtown overhead banner installations.
- Work with CDD to reduce Downtown emergency service requests.
- Install new G7 signs (street name signs) in area 5.
- Install diamond grade reflectivity overhead signs at 13 traffic signal intersections.

Department Summaries

- Completion of speed limit Retro-Reflectivity testing.
- Remove painted parking stall lines and replace with thermoplastic lines. This will reduce maintenance by roughly 50%.
- Install new hardware and software for SCADA virtualization upgrade.
- Install new control panel at Water Pollution Control Facility (WPCF) South pond and integrate into SCADA.
- Continued support of the WPCF and ASR projects.

Utility Maintenance

The Utility Maintenance Division is responsible for the proper and legal operation of the City's potable water production and 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 group strives to comply with each permit's mandated public health and operational requirements.

Potable Water

The potable water system is comprised of a total of 19 ground water wells that produced approximately 3.25 billion gallons of water in 2014, 16 wells are currently active. This water is delivered to residential, commercial and industrial users through an underground piping system consisting of 268 miles of mainline pipe and 15,062 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.

Sewage Collection

The sewage collection system is comprised of 179 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, 15,080 service connections and 2,582 maintenance holes.

Storm Water

The storm water collection and conveyance system is comprised of 122 miles of mainline pipe; 15 miles of open channel; 233 acres of storage basins; 3,176 drain inlets; 1,334 maintenance holes; 82 inverted siphons; 2 pumping facilities.

FY2015-16 Accomplishments

Potable Water

- There are 15,743 metered services throughout the City with the completion of the Phase 3 Meter Project.
- Surface water will begin pumping water in May 2016 and be fully online in July. City staff has been active over the past year in developing coordination protocols with the Regional Water Treatment Plant (RWTP) staff, the City of Davis, and UC Davis. Staff has been integral in the formation of appropriate commissioning strategies for the new facility.
- Currently in the process of constructing 2 ASR (Aquafer Storage and Recovery) wells 29 & 30.

Department Summaries

- The City currently operates 19 ground water wells. These wells produced 3.25 billion gallons of water over the last year and are in full compliance with the California Department of Public Health's water quality standards.
- The three (3) million gallon ground level tank was cleaned and inspected in FY16.
- Started the initial process of creating a State required valve exercising, and fire hydrant maintenance program. Our FY16 goals are set to exercise 1,852 valves and paint 440 fire hydrants.

Sewage Collection

- Cleaned approximately 336,000 linear feet of sewer main lines which exceeds our annual maintenance requirements.
- Close circuit televised approximately 253,000 linear feet of sewer main which exceeds our annual maintenance requirements.
- Performed 120 pipeline/manhole repairs.
- Completed 74 Cleanout installs.
- Treated 4,160 linear feet of sewer laterals with anti-root foam treatment.
- Contracted the lining of 17 Sewer Laterals as part of the water replacement project on Antelope Street.
- Purchased spot repair lining system to mitigate Inflow and Infiltration (I&I) issues as well as deep sewer repairs.

Storm Water

- All conveyance channels received their scheduled maintenance.
- Replaced three bubble-up drain (inverted siphon) inlets.
- Sealed leaking slide gate @ Gibson & Ashley.

FY2016-17 Goals

Potable Water

- Continue to update the backflow prevention/cross connection control program to ensure compliance with current State of California Title 17/22 regulations.
- Continue coordinating efforts with the Woodland Davis Clean Water Agency and CH2M Hill for future surface water operations.
- Exercise 20% of all water valves (1,700 valves).
- Fire hydrant maintenance 20% (500 fire hydrants).
- Fine tune fire hydrant meter program (capture more water loss and generate more revenue).
- Provide for management and maintenance of a new Recycled Water system in the City.

Sewage Collection/Storm

- Continue the process of developing a comprehensive Computer Maintenance Management System for collections operations. This program will enhance the department's ability to manage and schedule workloads.
- Continue to review and update collections and storm system operational policies (e.g., storm response, overflow procedures, illicit discharge response).
- Reduce service line overflows through root treatment, repair, high-pressure jet/vacuum cleaning, mechanical rodding, and lining.
- Work with Utility Engineering on the repair /lining of Beamer trunk Sewer.
- Complete closed circuit TV inspections of 20% of the sewer system.

Department Summaries

- Complete High Velocity Vacuum Cleaning of 20% of the sewer system.

Storm Water

- Complete closed circuit TV inspections of 20% of the system.
- Complete pipeline cleaning of 20% of the system.
- Reestablish the Beamer outfall conveyance channel flow line.
- Work with Utility Engineering on the design and replacement of multiple bubble-ups.

Wastewater Operations Division

The Wastewater Operations Division is responsible for wastewater treatment, wastewater disposal, maintenance of the City's sewer lift stations, and 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 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 by an extended-aeration oxidation ditch system 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 5 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 5 million gallons per day (such as the WPCF) to establish local pretreatment programs. These local programs must enforce all national pretreatment standards and requirements including any additional 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 closely with commercial and industrial customers to help these users avoid discharging excess pollutants to the City's sewer system and to the WPCF.

Department Summaries

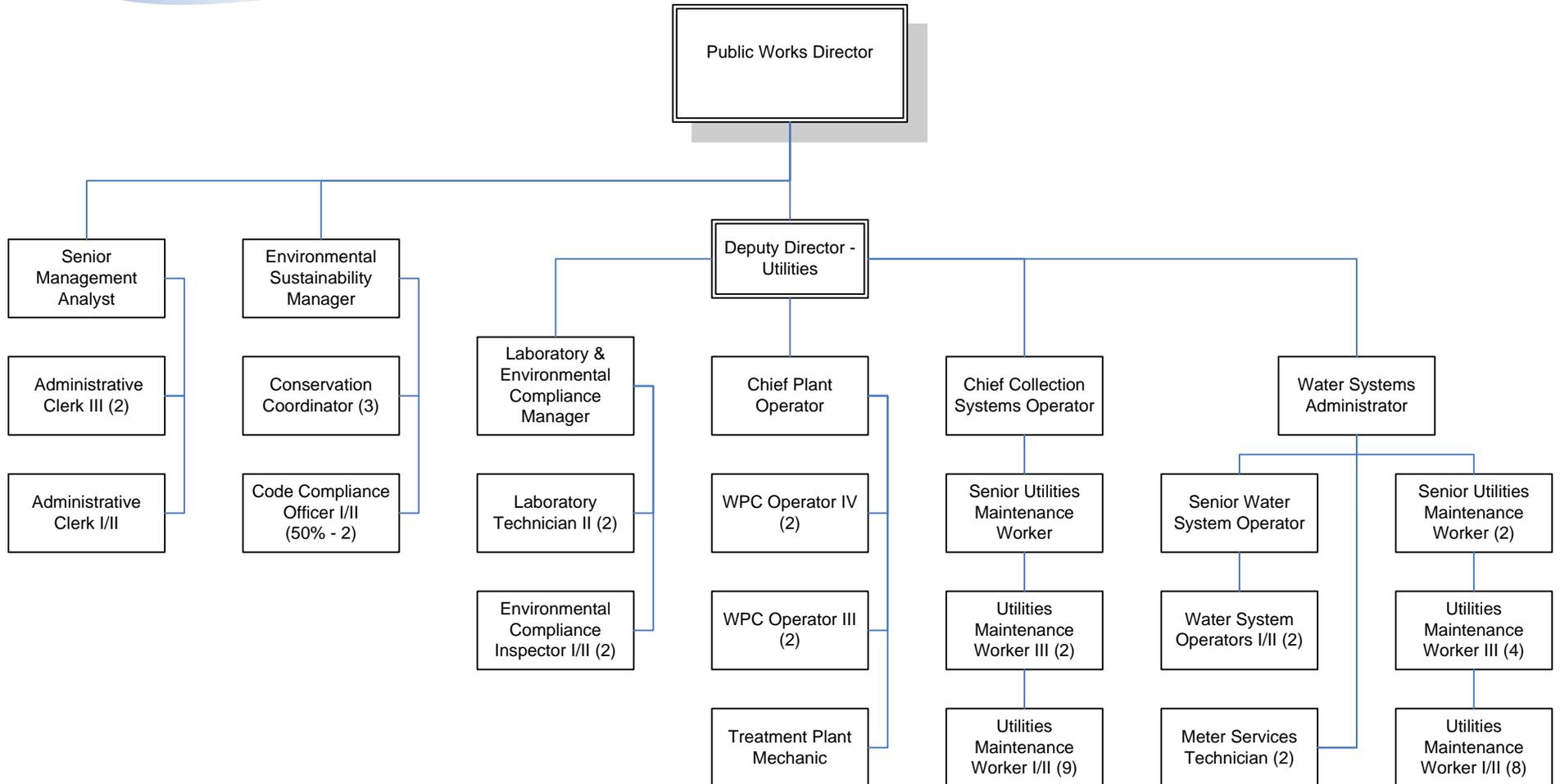
FY2015-16 Accomplishments

- A project to upgrade the WPCF's aeration system, including enhancements to several other systems, was started in 2014. As of March 2016, the project is more than two-thirds complete and will be finalized by the end of 2016. Wastewater Operations staff, in collaboration with City Engineering, have played an integral part in the entire process. The aeration system upgrade will optimize treatment capacity, improve operability of the plant, and enhance our capability to meet environmental regulations.
- The treatment plant, laboratory, and pretreatment program were audited by United States Environmental Protection Agency (USEPA) and the Regional Board. There were no significant findings or deficiencies noted during any of these annual inspections.
- Completed improvements to the south ponds. Ponds were treated with a soil/cement mixture in order to minimize groundwater impacts due to percolation; solar mixers will be added to improve sludge stabilization and reduce odors.

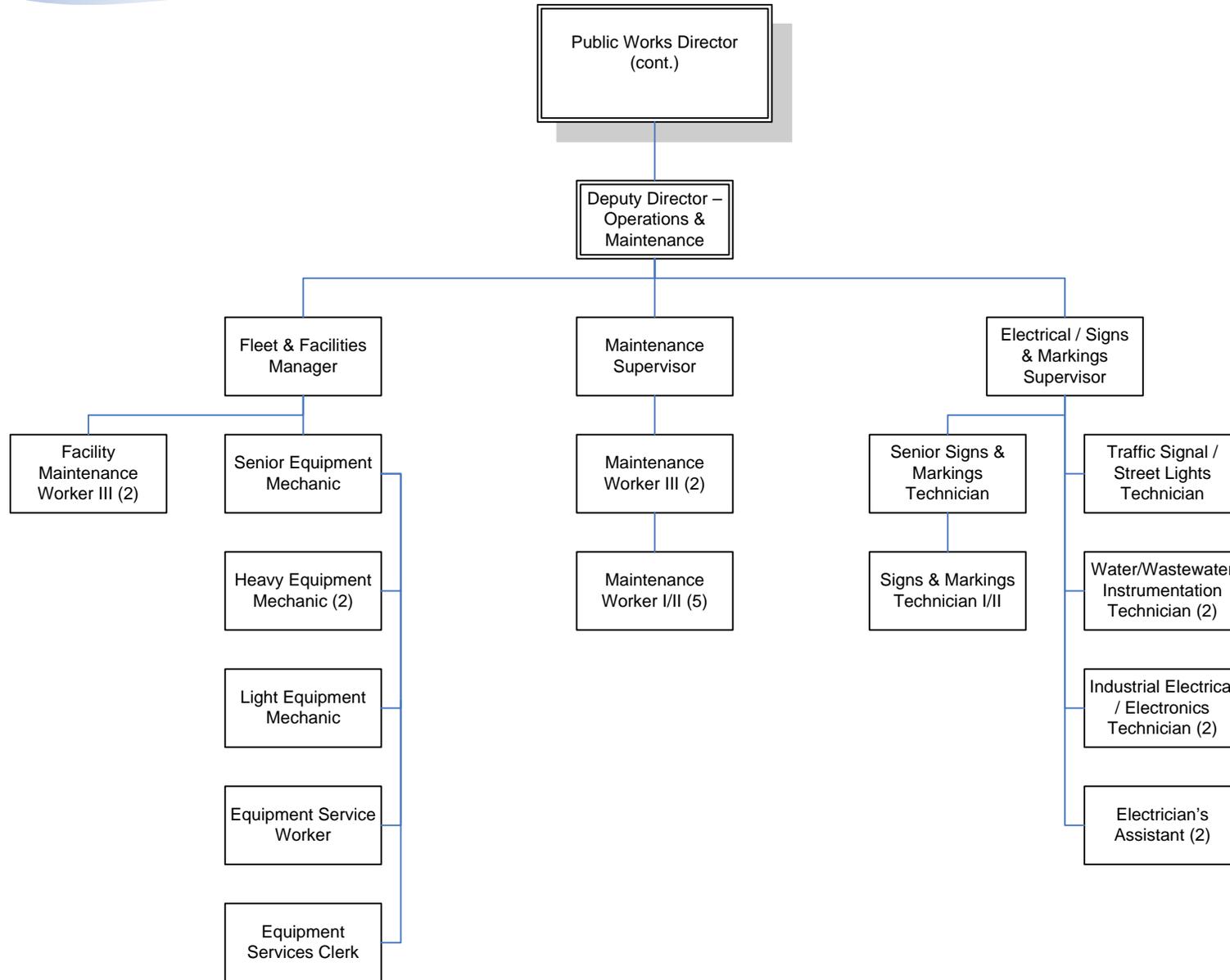
FY2016-17

- Continue collaboration with the Regional Water Quality Control Board on our National Pollution Discharge Elimination System (NPDES) permit, which went into effect December 2014.
- Continue participation in several regional water quality initiatives, such as the Central Valley Clean Water Association (CVCWA) Delta Mercury Special Project and the Delta Regional Monitoring Program. Participation in these efforts allows us to achieve regulatory compliance mandates via relatively modest monetary investments.
- Continue to participate in the development and operation of a new Recycled Water Program for the City.

Public Works



Public Works



PUBLIC WORKS

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
General Fund Support	\$ 1,842,700	\$ 2,138,991	\$ 2,476,255	\$ 2,561,008	\$ 2,955,587	\$ 775,169
General Fund Fees & Charges	-	3,450	13,800	25,109	-	-
Internal Service Funds	2,737,360	2,556,986	3,213,828	6,430,637	3,692,420	3,942,407
Enterprise Funds	17,535,162	19,645,523	17,678,031	18,298,474	48,223,267	26,373,970
Special Revenue	7,049,729	5,983,337	5,574,312	6,171,557	10,425,418	14,669,077
Development Funds/Capital	4,809,423	3,271,167	3,155,363	5,652,065	8,917,272	4,227,411
Spring Lake	3,119,962	1,681,625	141,513	217,817	9,143,682	3,749,326
Total Funding Sources	\$ 37,094,337	\$ 35,281,079	\$ 32,253,102	\$ 39,356,667	\$ 83,357,646	\$ 53,737,360

<u>Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
42 Park Maintenance	\$ 2,150,733	\$ 2,786,779	\$ 3,102,369	\$ -	\$ -	\$ -
81 Admin	-	-	-	5,445,628	6,024,825	5,975,376
82 Engineering	-	-	-	-	-	-
83 Infrastructure ROW	3,644,849	3,545,758	3,708,091	4,192,082	4,814,834	3,513,356
84 Fleet & Facilities	3,163,728	3,052,420	3,713,600	6,969,516	4,271,663	4,487,026
85 Environmental	6,388,479	6,321,670	5,988,752	746,516	1,885,102	727,736
86 Utilities	8,695,323	8,799,078	10,238,138	10,118,666	11,602,589	11,387,535
87 PW Operations Admin	1,394,490	297,446	337,330	305,695	415,493	376,728
88 PW Parks	-	-	101,810	2,818,334	3,197,787	24,126
89 Capital	11,656,735	10,477,927	5,063,014	8,760,229	51,145,353	27,245,477
Total Expenditures	\$ 37,094,337	\$ 35,281,079	\$ 32,253,102	\$ 39,356,667	\$ 83,357,646	\$ 53,737,360

<u>Division</u>	Actual FY2011-2012	Actual FY2012-2013	Actual FY2013-2014	Unaudited Actual FY2014-2015	Amended Budget FY2015-2016	Adopted Budget FY2016-2017
42 Park Maintenance	\$ 1,036,055	\$ 1,291,111	\$ 1,427,252	\$ -	\$ -	\$ -
81 Admin	-	-	-	-	-	-
82 Engineering	-	-	-	-	-	-
83 Infrastructure ROW	378,883	348,700	491,876	550,887	673,247	177,633
84 Fleet & Facilities	426,368	500,433	499,772	538,879	579,243	544,619
85 Environmental	1,394	2,197	1,200	1,080	2,197	2,197
86 Utilities	-	-	-	-	-	-
87 PW Operations Admin	-	-	-	-	-	-
88 PW Parks	-	-	69,956	1,495,271	1,696,900	720
89 Capital	-	-	-	-	-	50,000
					4,000	

Total Expenditures	\$	1,842,700	\$	2,142,441	\$	2,490,055	\$	2,586,117	\$	2,955,587	\$	775,169
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Expenses by Category		Actual		Actual		Actual		Unaudited Actual		Amended Budget		Adopted Budget	
<u>Expenditures</u>		FY2011-2012		FY2012-2013		FY2013-2014		FY2014-2015		FY2015-2016		FY2016-2017	
Salaries and Benefits	\$	11,688,005	\$	10,990,526	\$	10,511,308	\$	10,516,596	\$	10,445,410	\$	9,697,766	
Supplies & Services		21,740,283		20,046,647		37,183,863		59,827,945		56,307,459		30,855,987	
Education & Meetings		145,542		136,651		150,087		186,497		213,336		197,361	
Debt Service		49,275		43,524		31,402		19,743		-		85,300	
Capital Expenses		(8,126,332)		(7,868,024)		(28,658,571)		(47,400,268)		1,300,214		1,043,939	
Other Operating Expenditures		11,592,953		11,819,341		12,998,133		12,975,260		14,937,356		11,559,007	
Transfers		4,611		112,415		36,880		3,230,894		153,871		298,000	
Total Expenditures	\$	37,094,337	\$	35,281,079	\$	32,253,102	\$	39,356,667	\$	83,357,646	\$	53,737,360	

General Fund Expenses by Category		Actual		Actual		Actual		Unaudited Actual		Amended Budget		Adopted Budget	
<u>Expenditures</u>		FY2011-2012		FY2012-2013		FY2013-2014		FY2014-2015		FY2015-2016		FY2016-2017	
Salaries and Benefits	\$	602,326	\$	683,655	\$	649,599	\$	686,849	\$	748,719	\$	294,627	
Supplies & Services		716,000		708,767		853,887		918,769		1,024,394		214,669	
Education & Meetings		5,824		10,845		9,885		7,324		13,895		2,905	
Debt Service		-		-		-		-		-		-	
Capital Expenses		19,133		-		-		-		-		-	
Other Operating Expenditures		499,417		739,173		976,684		973,175		1,154,579		174,968	
Transfers		-		-		-		-		14,000		88,000	
Total Expenditures	\$	1,842,700	\$	2,142,441	\$	2,490,055	\$	2,586,117	\$	2,955,587	\$	775,169	

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – PUBLIC WORKS

Department/Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
Public Works				
Administrative Clerk II	1	1	1	1
Administrative Clerk III	2	2	2	2
Chief Collection System Operator	0	0	1	1
Chief Plant Operator	1	1	0	0
Chief Water System Operator	0	1	0	0
Code Compliance Officer II	0.5	0	0	0
Conservation Coordinator	3	3	3	3
Deputy PW Director - O&M	0	1	1	1
Deputy PW Director - Utilities	0	0	0	1
Electrical Supervisor	1	1	1	1
Electrical/Electronics Instrumentation Technician	5	0	0	0
Electrician's Assistant	2	2	2	2
Environmental Compliance Inspector I	1	1	2	2
Environmental Compliance Specialist	1	1	0	0
Environmental Resource Analyst	1	1	1	0
Environmental Resource Manager	0	0	0	1
Equipment Services Clerk	1	1	1	1
Equipment Services Worker	1	1	1	1
Facilities Maintenance Worker III	1	1	1	2
Fleet & Facilities Manager	1	1	1	1
Heavy Equipment Mechanic	2	2	2	2
Ind Electrical Tech	0	2	2	2
Infrastructure O&M Superintendent	2	1	0	0
Lab & Env Comp Manager	0	0	1	1
Laboratory Supervisor	1	1	0	0
Laboratory Technician II	2	2	2	2
Light Equipment Mechanic	1	1	1	1
Maintenance Supervisor	1	1	1	1
Maintenance Worker I	0	0	2	2
Maintenance Worker II	5	5	3	3
Maintenance Worker III	3	3	2	2
Meter Services Technician	1	0	0	0
Park Maintenance Worker II	2	2	2	0

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – PUBLIC WORKS

Department/Classification	FY 2013/14	FY2014/15	FY2015/16	Adopted FY2016/17
Park Maintenance Worker III	0	0	0	0
Park Supervisor	3	3	3	0
Pool Facilities Technician	1	1	1	0
Public Works Director	1	1	1	1
Signs & Marking Tech II	1	1	1	1
Senior Equipment Mechanic	1	1	1	1
Senior Management Analyst	1	1	1	1
Senior Tree Trimmer	1	1	1	0
Senior Utilities Maintenance Wkr Sewer	0	1	1	1
Senior Utilities Maintenance Wkr Water	0	2	2	2
Senior Water System Operator	0	1	1	1
Senior Signs & Markings Technician	0	0	1	1
Storekeeper	1	1	1	0
Traffic Sig/Street Light Tech	0	1	1	1
Treatment Plant Mechanic	1	1	1	1
Tree Trimmer II	1	1	1	0
Utilities Maintenance Supervisor	2	1	0	0
Utilities Maintenance Worker I	7	6	7	9
Utilities Maintenance Worker II	14	10	9	8
Utilities Maintenance Worker III	4	6	6	6
Wastewater System Admin	0	0	1	0
WPCF Superintendent	1	1	0	0
Water Pollution Control Operator I	0	0	0	0
Water Pollution Control Operator II	2	0	0	0
Water Pollution Control Operator III	2	2	2	2
Water Pollution Control Operator IV	0	2	2	2
Water Systems Administrator	0	0	1	1
Water Services Technician	0	1	2	2
Water Systems Operator II	3	2	2	2
Water/Waste Inst Tech	0	2	2	2
WPCF Chief Operator	0	0	1	1
Total Public Works	89.5	89	89	82

CAPITAL IMPROVEMENT PROGRAM (CIP): FY2016/17 – FY2019/20

The CIP represents the spending plan for major infrastructure improvements over the next four fiscal years. FY 2015/16 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 Spending Plan, 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 Live are addressed through the CIP.

The CIP budget is organized around nine categories:

- *Fire* – the project in this category will study how best to provide fire services to the south east area of town including the possibility of relocating Fire Station #3.
- *General* – the projects in this category include costs related to the General Plan Update, and projects or studies that impact the entire organization and/or community.
- *Library* – the projects in this category include facility improvements to the existing Library that will optimize its use and expansion of the book and media collection to meet increased demand as our community grows. Additionally, funding has been provided to look at how best to provide on-going library services as the community grows.
- *Park Facilities* – the projects in this category include the new parks in the southeast area, N1 and N2 as well as turf repair for the Sports Park and demolition of Hiddleson Pool.
- *Sewer* – the projects in this category include reconstruction of existing sewer mains and laterals, and various improvements to the Water Pollution Control Facility (WPCF) so that the City can continue to meet current and future Regional Water Quality Control Board waste discharge permit requirements. The largest of these projects is our asset replacement project which will annually replace the large mechanical parts of the WPCF as they reach the end of their lifecycle.
- *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.
- *Storm Drainage* – the projects in this area maintain or improve existing storm drain infrastructure. Additionally, a project to address long-term flood protection from Cache Creek falls into this category.

Capital Improvement Program

- *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.
- *Water* – the projects in this category include large water line repair and replacement and the addition of two more Aquifer Storage and Recovery Wells, the construction of the Recycle Water project, and upgrade to the West Street water main.

The majority of the City's capital program is funded through a combination of utility user fees, Measure E, grants and development impact fees. Many of these revenue sources have been significantly impacted by the collapse of the housing market and subsequent financial crisis and economic recession. 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 low interest loan funding through the Clean Water State Revolving Fund (SRF) to assist with both water and sewer improvement projects including the Recycled Water Project. Our water projects are supported through revenue generated by water user fees currently in place. An update to the water rate study will be done this summer to inform future water rate increases beginning in 2017. The sewer rates adopted in 2013 continue to support the sewer projects including asset replacement at the WPCRF. Sewer rates are approved through January 2018.

Funding from the approved ½ cent sales tax, Measure E, is in its eleventh year and continues to provide funding for road maintenance, park and recreation facility improvements, and library facility improvements. The CIP projects are consistent with the Measure E Spending Plan approved by Council on April 19, 2016. Renewal/replacement of the ½ cent sales tax is under consideration as a ballot measure for November 2016. Successful voter reauthorization would ensure that there is not a gap in revenue with the 2018 expiration of the current measure. Because sales tax measures must be placed on the ballot concurrent with city council elections, waiting until 2018 to consider the reauthorization would result in lost revenue.

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, and transportation development fee funds continue to carry significant deficit balances. Only projects that have been deemed as critical have been programmed using development fee revenue. This year the update to the Streets Master Plan will be funded with road development funding. The remaining development fee funded projects are minimal.

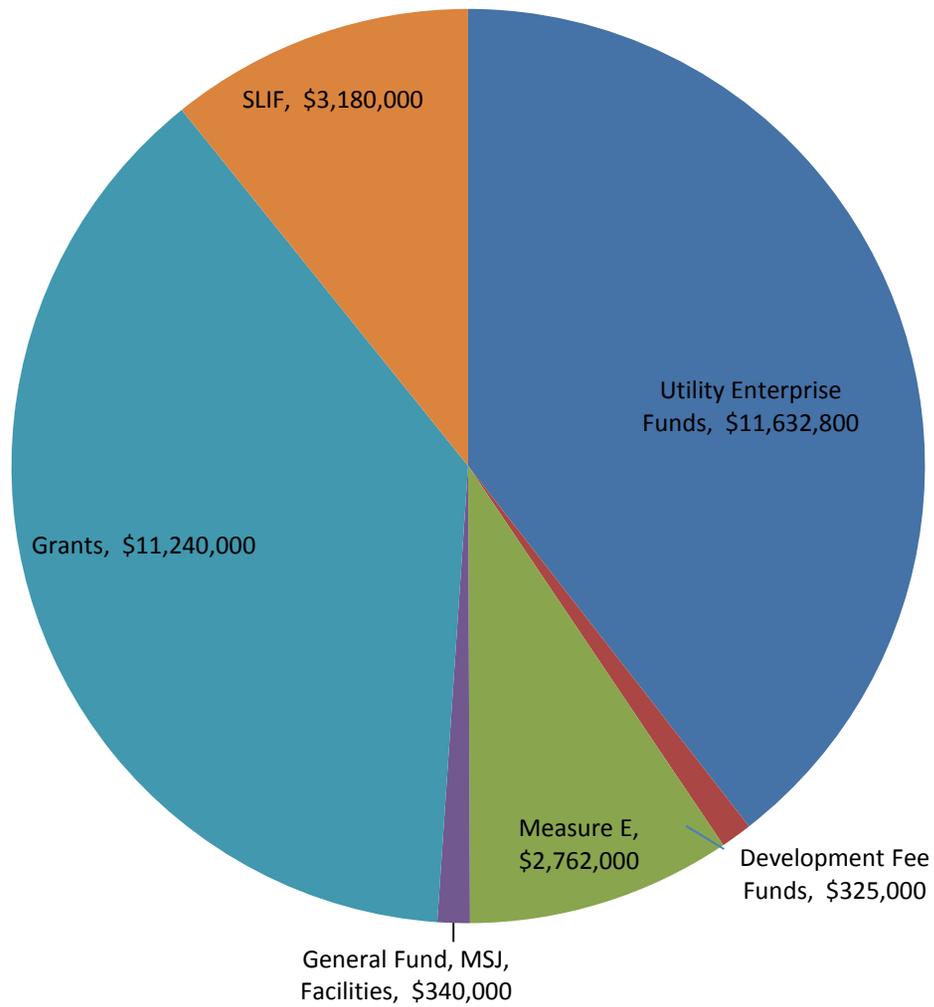
As always, staff will continue to monitor the revenues and expenses closely. Any substantive deviation from our projections will be presented to Council with the quarterly budget update.

Capital Improvement Program

Projects by Fund Totals

Fund #	2016/17	2017/18	2018/19	2019/20	Total Funding
Fund 011 - Facilities	\$ 290,000	\$ -	\$ -	\$ -	\$ 290,000
Fund 101 - General Fund	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
Fund 101 - Measure "J"	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 210 - Water Enterprise	\$ 6,839,800	\$ 9,690,823	\$ 7,233,017	\$ 2,781,133	\$ 26,544,773
Fund 220 - Sewer Enterprise	\$ 4,793,000	\$ 2,800,000	\$ 3,754,000	\$ 1,260,000	\$ 12,607,000
Fund 320 - CDBG	\$ 140,000	\$ -	\$ -	\$ -	\$ 140,000
Fund 351- Transportation Grants	\$ 11,100,000	\$ 2,722,000	\$ 3,742,500	\$ -	\$ 17,564,500
Fund 501 - Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 506 - Measure "E"	\$ 2,762,000	\$ 3,378,000	\$ 300,000	\$ -	\$ 6,440,000
Fund 510 - General City Development	\$ -	\$ -	\$ -	\$ -	\$ -
Fund 570 - Library Development	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 340,000
Fund 581 - Storm Drain Development	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 40,000
Fund 582 - Road Development	\$ 230,000	\$ 530,000	\$ 80,000	\$ 80,000	\$ 920,000
Fund 601 - Spring Lake Administration	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
Fund 640 - SLIF Parks & Recreation	\$ 3,130,000	\$ 930,000	\$ 800,000	\$ 950,000	\$ 5,810,000
Fund 681 - SLIF Storm Drain	\$ -	\$ 88,000	\$ -	\$ -	\$ 88,000
Fund 682 - SLIF Roads	\$ -	\$ -	\$ 8,799,000	\$ -	\$ 8,799,000
Grand Total	\$ 29,479,800	\$ 20,233,823	\$ 24,803,517	\$ 5,166,133	\$ 79,683,273

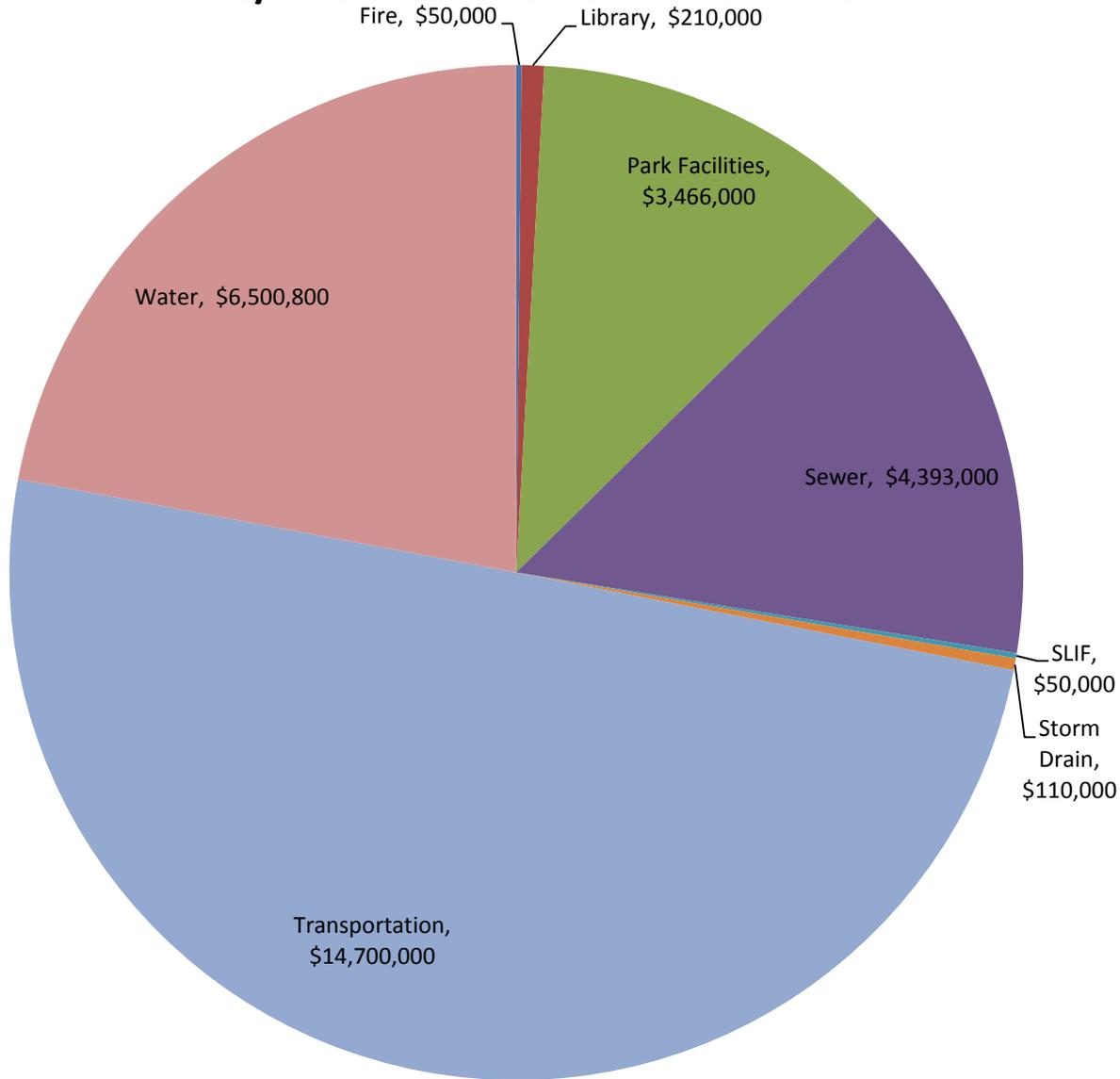
FY2016/17 CAPITAL BUDGET BY FUND



Projects by Category Totals

Project Type	2016/17	2017/18	2018/19	2019/20	Total Funding
Fire	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
General	\$ -	\$ -	\$ -	\$ -	\$ -
Library	\$ 210,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 465,000
Park Facilities	\$ 3,466,000	\$ 945,000	\$ 800,000	\$ 950,000	\$ 6,161,000
Sewer	\$ 4,393,000	\$ 2,500,000	\$ 3,454,000	\$ 1,260,000	\$ 11,607,000
SLIF Infrastructure	\$ 50,000	\$ 88,000	\$ 8,799,000	\$ -	\$ 8,937,000
Storm Drain	\$ 110,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 140,000
Transportation	\$ 14,700,000	\$ 7,290,000	\$ 4,722,500	\$ 80,000	\$ 26,792,500
Water	\$ 6,500,800	\$ 9,315,823	\$ 6,933,017	\$ 2,781,133	\$ 25,530,773
Grand Total	\$ 29,479,800	\$ 20,233,823	\$ 24,803,517	\$ 5,166,133	\$ 79,683,273

FY2016/17 CAPITAL BUDGET BY CATEGORY



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

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

Project Costs

	Fund 101 - General Fund			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$4,000	\$0	\$0	\$0
2016-17	\$50,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$54,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$54,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$54,000</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 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

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:	General Plan Update	Project Proponent:	City Management
Project #:	07-06	Project Manager:	CDD
MPFP:	City-103	User Department:	Community Development
Funding Source(s):	Fund 510 - General City Development Fund 501 - Capital Projects		

Project Costs

	Fund 510 - General City Development	Fund 501 - Capital Projects		
Prior Year Allocation	\$1,200,000	\$260,000	\$0	\$0
Fiscal Year				
2015-16	\$98,400	\$21,600	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,298,400</u>	<u>\$281,600</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,580,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$1,580,000</u>
By Category:	Design Costs:	<u>\$0</u>
	Construction Costs:	<u>\$0</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The process will involve the preparation of the General Plan technical, background and policy documents and a Climate Action Plan. Additionally an Environmental Impact Report will be required. Completion of the plan will require multiple and complex analyses and studies, including but not limited to flood, water supply, traffic, infill development policies, climate and sustainability policies, as well as incorporation of voter initiative Urban Limit Line policies and requirements. Public outreach and hearings will be required.

Justification The General Plan functions as the land use constitution for the City and sets forth a long term vision for the community and guides development decisions for the future through 2035. This document is essential in assisting the City in developing a sound fiscal vision and marketing plan and sets the foundation for building a local economy to support community ideals. To function as an effective document, and provide direction to the community and decision makers, the Plan must be based on recent and updated information. Further, the City must address significant changes in the law and address key opportunities and constraints that face the City. The process began in January of 2013 and is about a third of the way complete. Due to significant issues that developed during the early phase, additional time and effort is required to address the complex slate of community concerns. Key areas that will be addressed include:

- Development of a Preferred Land Use Alternative - 4 scenarios to be tested
- Determination of a Community Vision and Guiding Principals
- 2006 Voter enacted Urban Limit Line
- AB 32 policies and preparation of Climate Action Plan
- Flood mitigation
- Rail realignment
- Water supply

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- Wastewater and storm water issues
- Circulation and level of service issues
- Public utility and safety level of service issues
- Fiscal analysis of key policies and actions
- Public Outreach and input
- Environmental Review

Pertinent Issue: Continuation of the current process. The estimated completion date is now July 2016.

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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	

		Project Costs			
Prior Year Allocation	Fund 501 - Capital Projects				
	\$100,000	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$100,000</u>				
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$100,000</u>		
	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

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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

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Project Name: City Hall Annex Remodel/Woodland Opera House Dance & Theatre Academy
Project Proponent: Community Development
Project #: 15-11
Project Manager: Ken Hiatt
MPFP:
Funding Source(s): Fund 506 - Measure "E"
User Department: Community Development

<u>Project Costs</u>				
	<u>Fund 506 - Measure "E"</u>			
Prior Year Allocation	\$487,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$140,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$627,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$627,000</u>			
Cost Estimate By Category:				
Pre-Design/Environmental/Studies:			<u>\$0</u>	
Design Costs:			<u>\$142,500</u>	
Construction Costs:			<u>\$472,500</u>	
Land Acquisition:			<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Remodel of City Hall Annex for WHO dance and theatre education programming. WHO will manage all contracts for the improvements to the building including project management, design, engineering, and construction. The City to fund costs associated with improvements up to \$475,000. WHO to contribute \$60,000 towards studio flooring.

Justification: The City has been seeking a viable plan for expansion of the Woodland Opera House to accommodate their dance and theatre education programs. The City Hall Annex has been vacant since 2012 and there are no plans for reuse by the City. A Feasibility Study was conducted in fall 2014 and City Council approved a lease and improvement agreement with the Woodland Opera House for remodel and reuse of the Annex by WHO for their educational programming with shared use by City Programs.

Pertinent Issue:

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Project Name: Library Facility Improvements

Project Proponent: Library

Project #: 15-08

Project Manager: TBD

MPFP:

Funding Source(s): Fund 506 - Measure "E"

User Department: Library

Project Costs

	Fund 506 - Measure "E"			
Prior Year Allocation	\$50,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$550,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:	<u>\$25,000</u>
By Category:	Design Costs:	<u>\$140,000</u>
	Construction Costs:	<u>\$435,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The preliminary design phase will evaluate possible facility improvements in order to better serve the needs of the community. Possible facility improvements include the following: library expansion using the unused basement area or other reuse onsite, electronic book checkout upgrades (RFIC capabilities), ADA upgrades, or other miscellaneous upgrades (new carpet and windows).

Justification The MSE Spending Plan includes programming for the Library consistent with the advisory measures passed in 2006.

Pertinent Issue: This project is still being developed. The description is a general idea of the project, however the details may change as we get closer to project execution.

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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>				
2015-16	\$85,000	\$0	\$0	\$0
2016-17	\$85,000	\$0	\$0	\$0
2017-18	\$85,000	\$0	\$0	\$0
2018-19	\$85,000	\$0	\$0	\$0
2019-20	\$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/Studies:		<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.

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Project Name: Clark Field **Project Proponent:** Parks and Recreation
Project #: 13-03 **Project Manager:** Community Development
MPFP: **User Department:** Community Services
Funding Source(s): Fund 506 - Measure "E"

Project Costs

	<u>Fund 506 - Measure "E"</u>			
Prior Year Allocation	\$75,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$405,000	\$0	\$0	\$0
2016-17	\$15,000	\$0	\$0	\$0
2017-18	\$15,000	\$0	\$0	\$0
2018-19	\$15,000	\$0	\$0	\$0
2019-20	\$15,000	\$0	\$0	\$0
Subtotal	<u>\$540,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$540,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$90,000</u>	
	Design Costs:		<u>\$45,000</u>	
	Construction Costs:		<u>\$405,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Project will replace the existing backstop, creating a higher, safer fence to minimize the balls going into the bleacher, road, and residential properties. There is also a \$15,000 per year contribution to the User Group that maintains the field every year.

Justification Parks rehabilitation projects were identified as top priority by the Parks & Recreation Commission and City Council for Measure E Park Rehabilitation Funding.

Pertinent Issue: Baseball Field is used extensively and needs to be updated to provide an adequate, safe and accessible facility. Construction will need to be coordinated with the High School baseball season.

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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

	<u>Fund 506 - Measure "E"</u>			
Prior Year Allocation	\$25,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$25,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:		<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.

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Project Name:	Main Distribution Panel - Brooks Swim Center	Project Proponent:	Public Works
Project #:	16-06	Project Manager:	Public Works
MPFP:		User Department:	Community Services
Funding Source(s):	Fund 506 - Measure "E" OTHER		

Project Costs

	Fund 506 - Measure "E"	OTHER		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$50,000	\$5,000	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$50,000</u>	<u>\$5,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$55,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$55,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The Main Distribution Panel at Brooks Swim Center is used for power distribution for the main building and pool; this includes pumps, lighting, filtration system, restrooms, as well as the maintenance building. This project will replace the electrical panel.

Justification This equipment was installed during the original construction of the pool. Over the last 40 years it has sustained severe corrosion and decay due to the proximity of hazardous chemicals. Moreover, without this vital piece of equipment the pool would sustain significant downtime due to a catastrophic power failure.

Pertinent Issue: This equipment is needed to promote the City's ability to provide the General Public with a safe and reliable recreational facility.

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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

	Fund 220 - Sewer Enterprise			
Prior Year Allocation	\$1,316,180	\$0	\$0	\$0
Fiscal Year				
2015-16	\$495,000	\$0	\$0	\$0
2016-17	\$850,000	\$0	\$0	\$0
2017-18	\$750,000	\$0	\$0	\$0
2018-19	\$750,000	\$0	\$0	\$0
2019-20	\$750,000	\$0	\$0	\$0
Subtotal	<u>\$4,911,180</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$4,911,180</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$998,330
Construction Costs: \$3,912,850
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 Kentucky Trunk in Main Street, Oak Street concrete sewer, WJUSD facility, and Woodland Ave. 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.

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Project Name: Preliminary Odor Abatement
Project #: 08-22
MPFP:
Funding Source(s): Fund 220 - Sewer Enterprise

Project Proponent: Mark Cocke
Project Manager: Tim Busch
User Department: Public Works

Project Costs

Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$324,500	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$10,000	\$0	\$0	\$0
2016-17	\$10,000	\$0	\$0	\$0
2017-18	\$10,000	\$0	\$0	\$0
2018-19	\$10,000	\$0	\$0	\$0
2019-20	\$10,000	\$0	\$0	\$0
Subtotal	<u>\$374,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$374,500</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$374,500</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.

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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. Staff anticipates that updated regulations by 2014-15 will require the City to complete this project.

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Project Name:	Wastewater Aeration Retrofit	Project Proponent:	Utility Engineering
Project #:	12-02	Project Manager:	Mark Cocke
MPFP:	needed	User Department:	Public Works
Funding Source(s):	Fund 220 - Sewer Enterprise		

Project Costs

	Fund 220 - Sewer Enterprise			
Prior Year Allocation	\$11,425,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$7,725,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$1,344,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$20,494,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$20,494,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$147,000</u>
By Category:	Design Costs:	<u>\$1,884,000</u>
	Construction Costs:	<u>\$18,463,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The modification of the WPCF facility from extended air to MLE will also correct other system problems to facilitate the new process and meet permit goals. The MLE process requires a Blower Building, modification of three concrete ditches, purchase and installation of aeration equipment, electrical control equipment, yard piping for the air system, installation and burial of temporary piping for alum and WAS, and installation of a non-spec effluent drain to Erskin and south ponds. Reconstruction of the RAS pumping system is being designed as part of this process, but will be constructed under a different CIP project number. The reason for this is that the present design team is familiar with the plant need and the RAS system modification was developed as part of the process modeling and peer review. Additional funding has been added for FY19 for the RAS PS mods (flow pacing).

Justification The Wastewater Treatment Plant (WPCF - Water Pollution Control Facility) has an ammonia limit of 0.8 mg/l monthly average and 2.0 mg/l instantaneous and will have a nitrate limit in the 2014 permit of 10 mg/l. The present extend air system has trouble meeting the ammonia limit in the summer and this problem will only get worse over time. There is an opportunity of changing the air system to an MLE process while the loads can be processed in three ditches. This will allow the WPCF to increase its capacity to process more BOD and ammonia in each ditch and meet the future nitrate limit.

Pertinent Issue: Increases in loading associated with growth and changing permit requirements.

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Project Name: Water Pollution Asset Replacement Project **Project Proponent:** Public Works
Project #: 14-02 **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	\$163,119	\$0	\$0	\$0
Fiscal Year				
2015-16	\$202,000	\$0	\$0	\$0
2016-17	\$2,483,000	\$0	\$0	\$0
2017-18	\$440,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,288,119</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$3,288,119</u>			

Cost Estimate By Category:
Pre-Design/Environmental/Studies: \$0
Design Costs: \$0
Construction Costs: \$3,288,119
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: The FY 14 project is a major equipment replacement/deficiency mitigation of the headworks system and protection of the clarifier steel coatings. One screen has reached the end of its useful life, the isolation gates for the screens increase the risk for uncontrolled spills to the WPCF parking lot, hair and other debris will become maintenance problems for the new MLE process. The manufacturer will be responsible for replacement of its original equipment. This other part of the FY 14 project will consist of emptying each clarifier, isolating the unit, and recoating the carbon steel parts, in addition the pipelines to the RAS pump station will be evaluated using CCTV to check for debris and pipe condition, the other asset replacement projects scheduled in the next four fiscal years consist of replacement of pumps and generators reaching the end of their useful life.

Justification The Waste Pollution Control Facility (WPCF) has numerous assets that allow the plant to work as designed. This project identifies expected replacement of assets that will need to be replaced as the Asset Replacement fund is growing to address this need over thenext ten years. In FY 14, two projects have identified for replacement under this program. Replacement of the WPCF Bar Screen and Coating Carbon Steel parts of the Clarifiers. The structural parts of the Clarifier walkways, and rotation assemblies are constructed from carbon steel. These steel parts need to be coated to protect them from rust and eventual failure when each is periodically removed from service. Unfortunately these parts have not been coated in some time and need to have these coated surfaces redone. This project will recoat all the clarifier parts that need treatemnt. The east bar screen at the headworks is part of the original plant equipment. It is scheduled for replacement in 2014. When the plant was expanded an identical bar screen was installed. As part of the installation, a modification was made to the headworks that can result in raw sewage spilling into the WPCF parking lot instead of being diverted to Erskine Pond. This project will replace both screens with 3mm band screens and fix the diversion

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deficiency. The conversion from bar screens to band screens is facilitated by the use of JWC products which are designed to drop into the existing concrete foot print of the bar screens. The original estimate for about \$500k was for replacement of the single bar screen but sole sourcing with the manufacturer, JWC, the project will replace both bar screens and solve the diversion problem at the same time.

Pertinent Issue: The equipment at the WPCF needs to put into an asset management plan to better describe the cash flow needs for replacement of that equipment. If not, the equipment will fail and the City of Woodland may not have the funds available for repair.

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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

Project Costs

Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$300,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$300,000	\$0	\$0	\$0
2016-17	\$300,000	\$0	\$0	\$0
2017-18	\$300,000	\$0	\$0	\$0
2018-19	\$300,000	\$0	\$0	\$0
2019-20		\$0	\$0	\$0
Subtotal		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TOTAL

Cost Estimate By Category:

Pre-Design/Environmental/Studies:	<u>\$12,000</u>
Design Costs:	<u>\$92,000</u>
Construction Costs:	<u>\$1,396,000</u>
Land Acquisition:	<u>\$0</u>

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 hdpe. 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. This project will replace these laterals over time in one block or units of ten homes for economies of scale while keeping the project competitive for small contractors.

Pertinent Issue: Chronic failures of this material.

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Project Name: Sewer Collection System 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

Project Costs

Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$141,500	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$141,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$141,500</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$141,500</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The management of the Sewer Collection system is documented in the SSMP. However long term repair and replacement analysis has been developed with the CACIP asset management system using CCTV data, and the GIS system. CCTV projects that are beyond the scope of the Operations Staff are also incorporated in the Capital Program as needed in the Annual Sewer and Replacement Program. The data developed is moved into the CACIP Module. Sewer Modeling data also identifies projects for the Annual Sewer Repair and Replacement Program. The WPCF plan includes: as asset replacement program, water reuse plan, biosolids management, pipeline replacement, and future plant process changes related to growth and load. Regionalization is also a planning consideration.

Justification: The Sewer Collection system and Water Pollution Control Facility are both permitted with WDR's from the Regional Water Quality Control Board. These permits are scheduled for renewal on a five year cycle. Previously this planning effort was being done using operations contract funds and capital improvement dollars. The Sewer Model, Water Reuse Plan, WPCF Master Plan, Sanitary Sewer Management Plan (SSMP), County Regionalization tech memo, and the Fine Screen Tech Memo are being combined into a single document for reference over the next five years. Permit renewals are on five year intervals.

Pertinent Issue: Creates single location for Wastewater System Planning Information.

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:	
Funding Source(s): Fund 220 - Sewer Enterprise	User Department: Public Works

Project Costs

	Fund 220 - Sewer Enterprise			
Prior Year Allocation	\$821,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$500,000	\$0	\$0	\$0
2016-17	\$500,000	\$0	\$0	\$0
2017-18	\$500,000	\$0	\$0	\$0
2018-19	\$500,000	\$0	\$0	\$0
2019-20	\$500,000	\$0	\$0	\$0
Subtotal	<u>\$3,321,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$3,321,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$195,680</u>
By Category:	Design Costs:	<u>\$268,520</u>
	Construction Costs:	<u>\$2,856,800</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: Spring Lake East Regional Pond Landscaping	Project Proponent: Spring Lake Specific Plan
Project #: 06-12	Project Manager: TBD
MPFP: SD-109	User Department: Public Works
Funding Source(s): Fund 681 - SLIF Storm Drain	

		Project Costs			
Prior Year Allocation	Fund 681 - SLIF Storm Drain				
	\$484,000	\$0	\$0	\$0	\$0
Fiscal Year					
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$484,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$484,000</u>				
Cost Estimate By Category:					
Pre-Design/Environmental/Studies:			\$0		
Design Costs:			\$20,000		
Construction Costs:			\$464,000		
Land Acquisition:			\$0		

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. No work to be paid from this CIP if performed after June 30, 2018.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: North Gibson Ponds Modification for Storm Drainage **Project Proponent:** Spring Lake Specific Plan
Project #: 11-13 **Project Manager:** Utilities Division
MPFP: **User Department:** Utility Engineering
Funding Source(s): Fund 681 - SLIF Storm Drain

		<u>Project Costs</u>			
		<u>Fund 681 - SLIF Storm Drain</u>			
Prior Year Allocation	\$750,000	\$0	\$0	\$0	\$0
Fiscal Year					
2015-16	\$1,250,000	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,000,000</u>				

Cost Estimate By Category:

Pre-Design/Environmental/Studies:	<u>\$0</u>
Design Costs:	<u>\$475,000</u>
Construction Costs:	<u>\$1,525,000</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 MPFP 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:	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	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$2,300,000	\$0	\$0	\$0
2019-20	\$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/Studies:	\$0
By Category:	Design Costs:	\$0
	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: Meikle between Heritage Parkway and Road 25A	Project Proponent: Spring Lake Specific Plan
Project #: 15-01	Project Manager: TBD
MPPF:	
Funding Source(s): SLIF	User Department: Community Development

Project Costs

	SLIF			
Prior Year Allocation	\$400,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$400,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$400,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$400,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Traffic calming; 12" water main, 8" sewer within Meikle Road between Heritage Parkway and Road 25A. Water main extended on Banks over to Promenade.

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 67-68 of the 2008 SL CIP PN30.

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 #: SL-015
Project Manager: TBD
MPFP:
Funding Source(s): Fund 682 - SLIF Roads
User Department: Public Works

		<u>Project Costs</u>			
		<u>Fund 682 - SLIF Roads</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
2018-19	\$2,294,000	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,294,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,294,000</u>				
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$172,000</u>		
	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: Harry Lorenzo Avenue between Farmers Central and Parkland
Project Proponent: Spring Lake Specific Plan
Project #: SL-018
Project Manager: TBD
MPFP:
Funding Source(s): Fund 682 - SLIF Roads
User Department: Public Works

<u>Project Costs</u>				
	<u>Fund 682 - SLIF Roads</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$516,000	\$0	\$0	\$0
2019-20	\$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	Pre-Design/Environmental/Studies:		<u>\$92,000</u>	
By Category:	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 - Harry Lorenzo Avenue to SR 113
Project Proponent: Community Development
Project #: SL-031
Project Manager: TBD
MPFP:
Funding Source(s): Fund 682 - SLIF Roads
User Department: Public Works

Project Costs

	<u>Fund 682 - SLIF Roads</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$570,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$570,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$570,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$145,000
 Construction Costs: \$425,000
 Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description:

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: Complete 25A Between Promenaade and Parkland
Project Proponent: Community Development
Project #: SL-032
Project Manager: TBD
MPFP:
Funding Source(s): Fund 682 - SLIF Roads
User Department: Public Works

Project Costs

	<u>Fund 682 - SLIF Roads</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$2,719,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,719,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,719,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$689,860
 Construction Costs: \$2,029,000
 Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description:

Justification Project needed to complete the east/west connection between CR 102 and Harry Lorenzo Avenue.

Pertinent Issue: Involves moving funding from Master Plan Remainder Area equitable swap to Springlake SLIF.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: SR113 Northbound Offramp at Gibson **Project Proponent:** Community Development
Project #: SL-033 **Project Manager:** TBD
MPFP: **User Department:** Public Works
Funding Source(s): Fund 682 - SLIF Roads

Project Costs

	Fund 682 - SLIF Roads			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$400,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$400,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$400,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$400,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Elimination of the free right northbound SR 113 to Gibson Road. Project will consolidate traffic monuments into a signalized intersection. This will reduce auto/pedestrian conflicts.

Justification: Necessary for establishment of pedestrian connectivity between Springlake and the remainder of the City.

Pertinent Issue:

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: **User Department:** Public Works
Funding Source(s): Fund 220 - Sewer Enterprise

Project Costs

Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$1,900,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$550,000	\$0	\$0	\$0
2016-17	\$100,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,550,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,550,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$2,550,000
By Category: Design Costs: \$0
Construction Costs: \$0
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: This project engages local, regional state and federal agencies in the development of comprehensive strategies to minimize the risk of flooding from Lower Cache Creek while enhancing water supply and the ecosystem in a manner that reflect community values. The focus areas will be on initiating studies in cooperation with the US Army Corps of Engineers, California Department of Water Resources and other regional agencies and outreach that will inform the community of the conceptual solution.

Justification This work continues a collaborative pilot program and local and regional effort to mitigate the flood threat associated with Lower Cache Creek to Woodland and rural Yolo County.

Pertinent Issue: FloodSAFE Yolo is a collaborative program funded and sponsored by the City of Woodland, Yolo County and the Yolo County Flood Control and Water Conservation District. The total local agency commitment is \$1.9 million. This project is utilizing a long-term loan from the Sewer Enterprise Fund to the Storm Drain Enterprise Fund.

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

Prior Year Allocation	Fund 581 - Storm Drain Development			
Fiscal Year	\$0	\$0	\$0	\$0
2015-16	\$150,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:	Pre-Design/Environmental/Studies:		<u>\$150,000</u>	
	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: 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

Project Costs

Prior Year Allocation	Fund 582 - Road Development			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$20,000	\$0	\$0	\$0
2016-17	\$40,000	\$0	\$0	\$0
2017-18	\$40,000	\$0	\$0	\$0
2018-19	\$40,000	\$0	\$0	\$0
2019-20	\$40,000	\$0	\$0	\$0
Subtotal	<u>\$180,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$180,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	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:	I-5/SR113 Freeway to Freeway Connectors Phase 2	Project Proponent:	Brent Meyer
Project #:	00-06	Project Manager:	Brent Meyer
MPFP:	IGS-100	User Department:	Community Development
Funding Source(s):	Fund 582 - Road Development Fund 506 - Measure "E"		

Project Costs

	Fund 582 - Road Development	Fund 506 - Measure "E"		
Prior Year Allocation	\$385,000	\$45,000	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$385,000</u>	<u>\$45,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$430,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$430,000</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.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Traffic Engineering Services	Project Proponent: Katie Wurzel
Project #: 02-28	Project Manager: Katie Wurzel
MPFP: TES-100	User Department: Community Development
Funding Source(s): Fund 582 - Road Development	

Project Costs

Prior Year Allocation	Fund 582 - Road Development			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$20,000	\$0	\$0	\$0
2016-17	\$40,000	\$0	\$0	\$0
2017-18	\$40,000	\$0	\$0	\$0
2018-19	\$40,000	\$0	\$0	\$0
2019-20	\$40,000	\$0	\$0	\$0
Subtotal	<u>\$180,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$180,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$180,000</u>	
	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 \$20,000 each year, but previous years funding does not carry forward.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Kentucky Avenue Widening and Reconstruction Project #: 04-07 MPFP: SC-12 SW-1 NT Funding Source(s): Fund 506 - Measure "E" Fund 351- Transportation Grants Fund 210 - Water Enterprise	Project Proponent: Katie Wurzel Project Manager: Diana Ayon User Department: Public Works
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Project Costs

	Fund 506 - Measure "E"	Fund 351- Transportation Grants	Fund 210 - Water Enterprise	Fund 220 - Sewer
Prior Year Allocation	\$1,770,650	\$2,076,950	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$300,000	\$11,000,000	\$300,000	\$300,000
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,070,650</u>	<u>\$13,076,950</u>	<u>\$300,000</u>	<u>\$300,000</u>
TOTAL	<u>\$15,747,600</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$100,000</u>
By Category:	Design Costs:	<u>\$2,000,000</u>
	Construction Costs:	<u>\$11,597,600</u>
	Land Acquisition:	<u>\$2,050,000</u>

ABOUT THE PROJECT:

Project Description: The project would improve the roadway to two lanes with a new two-way turn lane from West St. to East St. The project will include landscaping, lighting, sidewalk/ADA.

Justification This project is required to improve the safety of this corridor and improve the level of service for current and future traffic patterns.

Pertinent Issue: The project costs for design are split between 13/14 and 14/15 to allow time for ROW acquisition. ROW is estimated at \$2.5M and it's important that all the funding be available for land acquisition prior to the on-set of negotiation. Completion of this project prior to the expiration of Measure E is considered critical. \$76,950 of "prior year allocation" under Fund 351 was actually Fund 582, road development funding.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Measure E Planning-Management **Project Proponent:** Katie Wurzel
Project #: 06-06 **Project Manager:** Katie Wurzel
MPFP: **User Department:** Community Development
Funding Source(s): Fund 506 - Measure "E"

Project Costs

	Fund 506 - Measure "E"			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$50,000	\$0	\$0	\$0
2016-17	\$50,000	\$0	\$0	\$0
2017-18	\$50,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:		<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: Funding to support the planning and management of the Measure E 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: The total amount allocated to Planning and Management represents approximately 1.5% of Measure E funds allocated to transportation.

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 506 - Measure "E"

Project Costs

	Fund 506 - Measure "E"			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$400,000	\$0	\$0	\$0
2016-17	\$400,000	\$0	\$0	\$0
2017-18	\$400,000	\$0	\$0	\$0
2018-19		\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TOTAL

Cost Estimate By Category:

Pre-Design/Environmental/Studies:	\$0
Design Costs:	\$0
Construction Costs:	<u>\$1,600,000</u>
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.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Downtown Streetscape Improvements **Project Proponent:** Katie Wurzel
Project #: 08-58 **Project Manager:** Clara Olmedo
MPFP: **User Department:** Community Development
Funding Source(s): Fund 821 - Redevelopment Bond Fund
Fund 351- Transportation Grants
Fund 506 - Measure "E"

Project Costs

Prior Year Allocation	Project Costs			
	Fund 821 - Redevelopment Bond Fund	Fund 351- Transportation Grants	Fund 506 - Measure "E"	
	\$50,000	\$1,015,000	\$262,252	\$0
Fiscal Year				
2015-16	\$0	\$0	\$270,314	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$50,000</u>	<u>\$1,015,000</u>	<u>\$532,566</u>	<u>\$0</u>
TOTAL	<u>\$1,597,566</u>			

Cost Estimate By Category: Pre-Design/Environmental/Studies: \$10,000
Design Costs: \$150,000
Construction Costs: \$1,304,504
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: The project would enhance downtown's role as the government, dining, entertainment, cultural, and retail/specialty retail center of the community. The project would also preserve, where appropriate, historic architectural resources. This project will enhance the pedestrian environment on Main St from East St to Third St. The project is proposing to construct bulb outs at intersections, a signal at 5th St and other enhancements. The project team will finalize the project scope after discussions with SACOG staff and City management.

Justification Needed in order to enhance downtown to attract redevelopment activity.

Pertinent Issue: This project received \$915,000 in SACOG 2010 Community Design Grant funds to enhance the aesthetics of downtown between Third and Sixth streets. Due to the elimination of the RDA, \$160k of Redevelopment Bond proceeds were eliminated from the project for FY13, we sought \$100k from SACOG to provide our matching requirements. We are currently asking for an extension on our original project schedule. If granted, construction will be concurrent with the Court House project in spring 2015.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: I-5/CR 102 Interchange Landscaping	Project Proponent: Brent Meyer
Project #: 11-24	Project Manager: Diana Ayon
MPFP:	
Funding Source(s): Fund 351- Transportation Grants Fund 501 - Capital Projects	User Department: Public Works

Project Costs

	Fund 351- Transportation Grants	Fund 501 - Capital Projects		
Prior Year Allocation	\$1,763,579	\$250,000	\$0	\$0
Fiscal Year				
2015-16	\$0	\$51,225	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,763,579</u>	<u>\$301,225</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,064,804</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$301,225</u>
	Construction Costs:	<u>\$1,763,579</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Landscaping and irrigation associated with the I-5/CR 102 Interchange Improvements Project (CIP # 97-24).

Justification This project is the landscaping phase of the I-5/CR 1-2 Interchange Improvements Project (#97-24).

Pertinent Issue: Costs included in Fund 501 are reimbursable from either Gateway or Centex, per their respective development agreements. The remaining Federal Demo funding from CIP 97-24 has been moved to this project (\$711,590) as well as Federal Demo funds from the I-5/113 project (\$200,000). This project will use toll credits for construction, which will not require a local match for the federal funds. Construction phase must be 100% federally funded.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Main St/Cleveland St Signal Intersection Improvements	Project Proponent:	Katie Wurzel
Project #:	11-27	Project Manager:	Diana Ayon
MPFP:	TSM-202	User Department:	Public Works
Funding Source(s):	Fund 351- Transportation Grants Fund 582 - Road Development		

Project Costs

	Fund 351- Transportation Grants	Fund 582 - Road Development		
Prior Year Allocation	\$252,000	\$60,000	\$0	\$0
Fiscal Year				
2015-16	\$0	\$150,000	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$252,000</u>	<u>\$210,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$462,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$50,000</u>	
	Construction Costs:		<u>\$412,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project will upgrade the existing intersection and traffic signal equipment and will install vehicle detection on Cleveland St, new signal poles, new signal heads, pedestrian audible signals, and pedestrian signal heads. Project will also reconstruct the non-compliant ADA curb ramps at the intersection. This intersection is one of the top 10 accident locations, thus its selection for grant use.

Justification This project is funded by HSIP and is needed for intersection operational improvements, traffic signal equipment upgrades and ADA compliance.

Pertinent Issue: This project utilizes \$252,200 of HSIP grant funding allocated in the 2011 HSIP budget and the required match of \$47,800. Three milestones and delivery deadlines of the grant are as follows: Request for Authorization to Proceed with Preliminary Engineering-within six months of April 8, 2011; request for Authorization to Proceed with Construction - within thirty months of April 8, 2011; and Complete construction and close out project - within fifty four months of April 8, 2011.

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 506 - Measure "E"
Fund 351- Transportation Grants

Project Costs

	Fund 506 - Measure "E"	Fund 351- Transportation Grants		
Prior Year Allocation	\$450,000	\$1,700,000	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$100,000	\$0	\$0
2017-18	\$0	\$1,130,000	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$450,000</u>	<u>\$2,930,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$3,380,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$350,000
Construction Costs: \$3,030,000
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.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2016 Road Maintenance Project	Project Proponent: Katie Wurzel
Project #: 16-01	Project Manager: Diana Ayon
MPFP:	
Funding Source(s): Fund 506 - Measure "E" Fund 210 - Water Enterprise	User Department: Community Development

Project Costs

	Fund 506 - Measure "E"	Fund 210 - Water Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$1,205,942	\$150,000	\$0	\$0
2016-17	\$1,000,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,205,942</u>	<u>\$150,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,355,942</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$30,000</u>
	Construction Costs:	<u>\$2,325,942</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. The project area is anticipated to be Zones 1 & 2, the area bound by Main Street, CR98, East Street, and the north City limits. The work is primarily on local streets with some work on collector streets.

Justification The project addresses ongoing street maintenance.

Pertinent Issue: The operational costs are included in the cost of ownership of maintaining the City's roadway system. This annual project 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: 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			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$450,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:	Pre-Design/Environmental/Studies:		\$0	
	Design Costs:		\$40,000	
	Construction Costs:		\$410,000	
	Land Acquisition:		\$0	

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:	School Signalized Crosswalks	Project Proponent:	Public Works
Project #:	16-05	Project Manager:	Public Works
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 506 - Measure "E"		

Project Costs

	Fund 506 - Measure "E"			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$100,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$100,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		\$0	
By Category:	Design Costs:		\$0	
	Construction Costs:		<u>\$100,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project will provide equipment to replace four signalized crosswalks.

Justification There were several signalized crosswalks installed in 2009 through a Safe Routes to School Project utilizing grant funds. Unfortunately, the manufacturer that provided the in-pavement lighting systems was bought by another company which resulted in the cancellation of our warranty and all support agreements we had for the product. Unfortunately, we have had numerous failures with the in-pavement lighting and they need to be replaced with a different product.

Pertinent Issue: This is a safety concern because there is a perception of safety at these mid-block elementary school crossings, even when they are not working properly.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2015/16 ADA Improvements
Project #: 16-07
MPFP:
Funding Source(s): Fund 320 - CDBG
Fund 210 - Water Enterprise
Fund 220 - Sewer Enterprise

Project Proponent: Katie Wurzel
Project Manager: Diana Ayon
User Department: Public Works

Project Costs

	Fund 320 - CDBG	Fund 210 - Water Enterprise	Fund 220 - Sewer Enterprise	
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$272,352	\$0	\$8,000	\$0
2016-17	\$0	\$14,000	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$272,352</u>	<u>\$14,000</u>	<u>\$8,000</u>	<u>\$0</u>

TOTAL \$294,352

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$25,845
Construction Costs: \$268,507
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Construct ADA required improvements such as compliant curb ramps, driveways and sidewalks to improve existing pedestrian paths. Project will continue the identified ADA priority path and curb ramp priority list with various locations throughout the City.

Justification This project is fully funded by CDBG and is needed to comply with the Americans With Disabilities Act (ADA).

Pertinent Issue: Project will utilize CDBG funding to complete design and construct improvements.

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	User Department: Community Development
Funding Source(s): Fund 582 - Road Development	

Project Costs

Prior Year Allocation	Fund 582 - Road Development			
Fiscal Year	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$450,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:				
Pre-Design/Environmental/Studies:	\$0			
Design Costs:	\$40,000			
Construction Costs:	\$410,000			
Land Acquisition:	\$0			

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: 2017 Road Maintenance Project **Project Proponent:** Katie Wurzel
Project #: 17-03 **Project Manager:** Diana Ayon
MPFP: **User Department:** Community Development
Funding Source(s): Fund 506 - Measure "E"

Project Costs

	<u>Fund 506 - Measure "E"</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$1,000,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:

Pre-Design/Environmental/Studies:	<u>\$0</u>
Design Costs:	<u>\$30,000</u>
Construction Costs:	<u>\$970,000</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. The project area is anticipated to be Zone 12 and 13, or an alternate location dependent upon roadway condition, funding availability, traffic patterns and treatment required. Zones 12 and 13 encompass the area between East Street and County Road 102, south of Gibson Road.

Justification The project addresses ongoing street maintenance.

Pertinent Issue: The operational costs are included in the cost of ownership of maintaining the City's roadway system. This annual project 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:	Update Street Master Plan	Project Proponent:	Brent Meyer
Project #:	17-06	Project Manager:	Brent Meyer
MPFP:	TP-1	User Department:	Community Development
Funding Source(s):	Fund 582 - Road Development		

Project Costs

Prior Year Allocation	Fund 582 - Road Development			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$150,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:	Pre-Design/Environmental/Studies:		<u>\$150,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Update city's streets master plan to reflect policies in the updated General Plan. Work will also include an update to the City's existing traffic model.

Justification Project will update the outdated master plan and traffic model.

Pertinent Issue: Updating these document ensures current and useable information is available for use when analyzing the traffic impacts of development and city projects.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: West Woodland Safe Routes to School **Project Proponent:** Katie Wurzel
Project #: 17-09 **Project Manager:** Clara Olmedo
MPFP:
Funding Source(s): Fund 351- Transportation Grants **User Department:** Community Development
Fund 506 - Measure "E"
Fund 210 - Water Enterprise

Project Costs

	Fund 351- Transportation Grants	Fund 506 - Measure "E"	Fund 210 - Water Enterprise	Fund 220 - Sewer
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$200,000	\$0	\$0
2017-18	\$1,592,000	\$482,000	\$300,000	\$300,000
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,592,000</u>	<u>\$682,000</u>	<u>\$300,000</u>	<u>\$300,000</u>
TOTAL	<u>\$2,874,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$200,000
Construction Costs: \$2,674,000
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Construct sharrows, bicycle lanes, ADA corner improvements and traffic signal improvements with necessary pavement repair. Streets include W. Court Street, W. Woodland Avenue, Southwood and California Street.

Justification Project is consistent with the Bicycle Transportation Plan and is needed to improve city bikeways to support safe routes to schools.

Pertinent Issue: This project is Active Transportation Program funded through SACOG FY 2017/18.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2016/17 ADA Improvements	Project Proponent: Katie Wurzel
Project #: 17-12	Project Manager: Diana Ayon
MPFP:	
Funding Source(s): Fund 320 - CDBG Fund 210 - Water Enterprise	User Department: Community Development

Project Costs

	Fund 320 - CDBG	Fund 210 - Water Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$140,000	\$25,000	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$140,000</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$165,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$20,000</u>	
	Construction Costs:		<u>\$145,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Construct ADA required improvements such as compliant curb ramps, driveways and sidewalks to improve existing pedestrian paths. Project will continue the identified ADA priority path and curb reamp priority list with various locations throughout the City.

Justification This project is a CDBG funded project to bring corners into ADA compliance.

Pertinent Issue: Project will utilize CDBG funding to complete design and construct improvements.

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Project Name: West Main Street Bicycle/Pedestrian Mobility & Safety Improvements
Project Proponent: Katie Wurzel
Project #: 17-16
Project Manager: Clara Olmedo
MPPF:
Funding Source(s): Fund 351- Transportation Grants
Fund 506 - Measure "E"
Fund 210 - Water Enterprise
User Department: Community Development

Project Costs

	<u>Fund 351- Transportation Grants</u>	<u>Fund 506 - Measure "E"</u>	<u>Fund 210 - Water Enterprise</u>	<u>Fund 220 - Sewer</u>
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$516,000	\$0	\$0
2017-18	\$0	\$731,000	\$0	\$0
2018-19	\$3,742,500	\$0	\$300,000	\$300,000
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,742,500</u>	<u>\$1,247,000</u>	<u>\$300,000</u>	<u>\$300,000</u>
TOTAL	<u>\$5,589,500</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$516,000
Construction Costs: \$5,073,500
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Project improves W. Main Street from West Street to County Road 98. Improvements include installation of bicycle lanes, sidewalk, pavement rehabilitation, transit improvements, ADA corner improvements and traffic signal improvements.

Justification Project will rehabilitate the pavement on W. Main Street between West Street and Road 98 and add in sidewalk and bicycle lanes to improve pedestrian and bicycle facilities along this corridor.

Pertinent Issue: This project is CMAQ and STIP funded through SACOG in FY 2018/19.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2018 Road Maintenance Project **Project Proponent:** Brent Meyer
Project #: TRANS-051 **Project Manager:** Katie Wurzel
MPFP: **User Department:** Community Development
Funding Source(s): Fund 506 - Measure "E"
Fund 210 - Water Enterprise

Project Costs

	Fund 506 - Measure "E"	Fund 210 - Water Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$700,000	\$75,000	\$0	\$0
2018-19	\$300,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,000,000</u>	<u>\$75,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,075,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$30,000
Construction Costs: \$1,045,000
Land Acquisition: \$0

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. The project area is anticipated to be Zones 10, 11, & 14 or an alternate location dependent upon roadway condition, funding availability, traffic patterns and treatment required. This is the area east of Pioneer, north of I-5, east of CR 102, and south of I-5.

Justification The project addresses ongoing street maintenance.

Pertinent Issue: The operational costs are included in the cost of ownership of maintaining the City's roadway system. This annual project 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.

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the form of debt service in future years after project completion. Funding for FY16 and FY17 are for staff costs and miscellaneous consultant services.

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Project Name: Groundwater Monitoring Wells	Project Proponent: Utility Engineering
Project #: 08-29	Project Manager: Tim Busch
MPFP:	User Department: Public Works
Funding Source(s): Fund 210 - Water Enterprise	

Project Costs

Prior Year Allocation	Fund 210 - Water Enterprise			
	\$66,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$66,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$66,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$66,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This work will include the installation of 3 multi-zone groundwater monitoring wells at various locations throughout the problem to evaluate the water quality from the wells.

Justification These wells are essential to be able continually sample water from separate aquifers utilized by the city. Each of our wells draws water from several individual aquifers. Most of our wells have nitrate levels that are rising and we need to know exactly which aquifer is the problem so we can take measure to limit the problem. The wells would also be utilized to monitor movement of ASR water.

Pertinent Issue: The information received from these monitoring wells will both help us design a plan for addressing nitrate contamination and to properly design new and replacement wells and monitor stored ASR water.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Water Source Security System
Project #: 09-05
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			
	\$255,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$255,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Each well site will be evaluated for the appropriate level of security. It is anticipated that wells and the storage tank will have video monitoring, motion sensors, audio warnings to anyone at or in secured areas. This will be linked to a central location for monitoring as needed.

Justification Most of the City's wells are located outdoors without being housed in secured buildings. Expensive generators are located at some of these sites. Our wells could be vandalized or equipment stolen that would reduce water system's reliability. Sites and water could be contaminated.

Pertinent Issue: Other sources of funding are being sought but have not been obtained.

CITY OF WOODLAND
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Project Name: Water System Leak Detection,
Maintenance & Repairs

Project Proponent: Utility Engineering

Project #: 09-23

Project Manager: Tim Busch

MPFP:

Funding Source(s): Fund 210 - Water Enterprise

User Department: Public Works

Project Costs

	<u>Fund 210 - Water Enterprise</u>			
Prior Year Allocation	\$2,732,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$2,528,507	\$0	\$0	\$0
2016-17	\$2,267,500	\$0	\$0	\$0
2017-18	\$2,636,823	\$0	\$0	\$0
2018-19	\$2,708,017	\$0	\$0	\$0
2019-20	\$2,781,133	\$0	\$0	\$0
Subtotal	<u>\$15,653,980</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$15,653,980</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$1,636,576</u>
	Construction Costs:	<u>\$14,017,404</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.

CITY OF WOODLAND
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Project Name: Destroy Old Wells

Project Proponent: Utility Engineering

Project #: 11-10

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			
	\$62,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$269,068	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$331,068</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$331,068</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$30,000</u>
	Construction Costs:	<u>\$301,068</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Old wells that can no longer be used will be destroyed. This work and the timing of this work will be coordinated with other well rehabilitation and replacement work.

Justification Six old wells will be destroyed to restore the well sites and to prevent contamination of the aquifer. Replacement wells will be drilled prior to the failure of the well being replaced. When the well actually fails the well will be destroyed and the years shown below reflect the projected end of their useful life.

Pertinent Issue: This project proactively maintains the City's water system.

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Project Name: Water Transmission Main (West) - Surface **Project Proponent:** Utility Engineering
Water Local

Project #: 12-05 **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	\$6,449,000	\$0	\$0	\$0
Fiscal Year				
2015-16	(\$2,300,000)	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$4,149,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$4,149,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$75,000

By Category: Design Costs: \$450,000

Construction Costs: \$3,709,000

Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: The project involves the construction of a water transmission main from East Street to Ashley Ave along Farmer's Central Road.

Justification This project is needed to convey surface water to the Southwest Tank. It is also needed to convey surface water to the City's distribution pipe network.

Pertinent Issue: Building this piping system will enhance the operation of the Southwest Tank, especially when the treatment plant is operational. While there is not an identified development fee component to this project, there is a funding contribution from development impact fees. As development impact fee revenue is generated, it will be used to pay off the bonds that are used to pay for the Surface Water project.

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Project Name:	Water Master Plan Update	Project Proponent:	Utility Engineering
Project #:	14-09	Project Manager:	Tim Busch
MPFP:	Wtr-13	User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

Prior Year Allocation	Fund 210 - Water Enterprise			
	\$100,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$300,000	\$0	\$0	\$0
2016-17	\$200,000	\$0	\$0	\$0
2017-18	\$200,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:		<u>\$800,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Prepare a water master plan update.

Justification The water master plan will need to be updated to reflect long-term water sources, development requirements, consistency with the new General Plan, and long-term asset management of water resources.

Pertinent Issue: As the General Plan is developed, it will be necessary to update utility master plans. The Water Master Plan Update will also look into asset management and downtown infill development which has generally not been included in the past.

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Project Name: ASR Testing and Modeling - Surface Water Local
Project Proponent: Utility Engineering
Project #: 14-13
Project Manager: Tim Busch
MPFP:
Funding Source(s): Fund 210 - Water Enterprise
User Department: Utility Engineering

Project Costs

Prior Year Allocation	Fund 210 - Water Enterprise			
	\$250,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$100,000	\$0	\$0	\$0
2016-17	\$100,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19		\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TOTAL

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$450,000
Construction Costs: \$0
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: This project involves developing a transport model to determine the storage capacity of the aquifer, degradation of the aquifer due to aquifer storage recharge and geochemical effect of the aquifer storage recharge.

Justification This project is needed to secure a permit to store water in the underground aquifer from the Regional Board. There is the need to comply with the anti-degradation regulation of the Regional Board in order to be able to secure this permit.

Pertinent Issue: There is a need to look for supplementary supply of water during summer when the plant becomes operational in 2016 to meet peak hour demand especially during Shasta critical years. While there is not an identified development fee component to this project, there is a funding contribution from development impact fees. As development impact fee revenue is generated, it will be used to pay off the bonds that are used to pay for the Surface Water project.

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Project Name: New ASR Well Construction	Project Proponent: Utility Engineering
Project #: 15-02	Project Manager: Tim Busch
MPFP:	User Department: Public Works
Funding Source(s): Fund 210 - Water Enterprise	

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$1,200,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$7,300,000	\$0	\$0	\$0
2016-17	\$500,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$500,000</u>
	Construction Costs:	<u>\$8,500,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The new ASR well would replace the existing Well 10 and Well 4 on City owned property adjacent to the existing wells. The project involves drilling a new well at each site and construction of the ASR capable well and pumphouse. The ASR wells are anticipated to utilize the design of Well 28 with minor modifications.

Justification Construction of Aquifer Storage 7 Recovery (ASR) capable wells was evaluated as a component of the surface water project with three ASR wells anticipated initially. Well 28 is an ASR capable well that was completed in 2013. Well 10 and Well 4 are identified as sites for new ASR capable wells to replace the existing aging wells. Well 10 has been offline due to nitrate issues and Well 4 is aging and the well pump is stuck in the casing. The SDWSRF loan for Woodland local facilities as part of the surface water project includes \$3,908,750 for design and construction of ASR wells. DWR also has grant funding available through the IRWM and Proposition 84 to fund selected projects, of which ASR may be eligible. Round 3 of IRWM grant program is anticipated in fall 2014.

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. It should be noted that the amount that is available in the SDWSRF loan is not enough for the two wells that are needed. As other loan related projects are completed staff will evaluate the remaining funds available in order to complete two wells. It is anticipated that the ASWR wells need to be online by the fall of 2016 in order to begin storing surface water in the winter of 2016. Based on this schedule, the project will need to be under design in the fall/winter of 2014 with phase one (downhole) construction in the 2015

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construction season and phase two (above ground) construction in the 2016 construction season. The SDWSRF funds need to be expended within 3 years of authorization, which would be May of 2017.

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Project Name:	Chromium 6 Investigations	Project Proponent:	Utility Engineering
Project #:	15-04	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$75,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:		<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: Complcance with the new state Chromium 6 MCL.

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Project Name:	Recycled Water Program	Project Proponent:	Utility Engineering
Project #:	15-10	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$6,000,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$6,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$6,000,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$175,000</u>
By Category:	Design Costs:	<u>\$390,000</u>
	Construction Costs:	<u>\$5,425,000</u>
	Land Acquisition:	<u>\$10,000</u>

ABOUT THE PROJECT:

Project Description: The recycled water project includes construction of approximately 20,000 feet of 12" diameter purple pipe and appurtenances, addition of two new pumps at the WPCF effluent wet well, and a new chlorination dosing station. The project alignment will head west from the WPCF along County Road 24/Gibson Road, northwest through the Gibson Ranch development along Farnham Avenue, bored and jacked under Interstate 5 and the Sierra Northern Railroad tracks (west of the existing Home Depot site), and north within existing city easements to Kentucky Avenue. The 12-inch pipeline would be installed primarily within existing street ROW and public utility easements. The project was awarded a \$2 M grant through the 2014 proposition 84 drought emergency IRWM program.

Justification The City of Woodland's Water Pollution Control Facility currently produces Title 22 tertiary treated effluent (wastewater) which is suitable for a wide variety of uses including industrial processes, cooling, and landscape irrigation. Recycled water is an excellent high quality source of water for certain industrial and irrigation uses, reduces the consumer's water costs, and it reduces demands on the potable water system. Use of recycled water will improve the City's water supply reliability by reducing potable demands during the summer months when demands are highest and/or impacted by drought conditions and would assist with drought proofing the City's overall water portfolio. During winter months, use of the recycled water source reduces the demand on the treated surface water supply allowing for increased injections of potable water into the ground through the City's ASR wells. The increased injection of treated surface water into the ASR wells provides additional storage which can be utilized in subsequent droughts.

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Pertinent Issue: The City of Woodland is planning for a diversified water supply portfolio including surface water, groundwater, and local recycled water sources to meet current and future water demands. Currently, the City relies solely on local groundwater sources which are susceptible to drought impacts. Tertiary treated title 22 effluent is an untapped resource which is already being produced at the WPCF. This project will take advantage of this resource and use it to boost the city's water supply and provide added protection during drought conditions. Additionally, a new surface water treatment plant is currently under construction and will supply high quality surface water beginning in summer 2016, which will further improve the quality of the recycled water.

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Project Name:	Dog Gone Alley Water Main Replacement	Project Proponent:	Utility Engineering
Project #:	15-15	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise Fund 506 - Measure "E"		

Project Costs

	Fund 210 - Water Enterprise	Fund 506 - Measure "E"		
Prior Year Allocation	\$154,451	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$25,000	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$154,451</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$179,451</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$15,000</u>	
	Construction Costs:		<u>\$164,451</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Replace approximately 360 feet of 8" diameter water main and appurtenances and replace the pavement in the alley between Walnut Street and Elm Street.

Justification The 8" diameter water main on Dog Gone Alley between Walnut Street and Elm Street was constructed in 1972 and is a cast iron pipe. Approximately 150 feet of the water main and alley pavement were replaced in 2011 heading east from Walnut Street as part of a previous project. The water main needs to be relocated to facilitate construction of the State Theatre project. The cost estimate for this work is \$154,000 and includes design and construction of the watermain relocation and replacement of the concrete pavement in the alley.

Pertinent Issue: Relocation of the existing water main on Dog Gone Alley to facilitate construction of the State Theatre project.

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Project Name: Annual Water and Sewer Repair & Replacement	Project Proponent: Utility Engineering
Project #: 15-19	Project Manager: Ed Wisniewski
MPFP:	
Funding Source(s): Fund 210 - Water Enterprise Fund 220 - Sewer Enterprise	User Department: Public Works

Project Costs

	Fund 210 - Water Enterprise	Fund 220 - Sewer Enterprise		
Prior Year Allocation	\$1,850,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$300,000	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,850,000</u>	<u>\$300,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,150,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	\$0
By Category:	Design Costs:	\$49,500
	Construction Costs:	\$2,100,000
	Land Acquisition:	\$0

ABOUT THE PROJECT:

Project Description: Repair and replace water mains and laterals in a localized residential area south of Woodland Avenue and east of Cottonwood Street. The project will construct new 8" mains in the street and connect the residences with new polyethylene services. Once completed, the project will result in more reliable water pressure and uninterrupted water service for 147 residences. At the same time, the project identified sewer lateral defects in the same area and will correct sixty sewer laterals. The project was coordinated with transportation engineering, so that the project will be completed prior to the annual road maintenance project.

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.

Pertinent Issue: This is an area with two-inch cast iron water mains located behind sidewalks. These mains are notorious for problems such as breaks and leaks. Beyond service life of pipe (60 years old).

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	2016 Annual Water & Sewer Repair & Replacement	Project Proponent:	Utility Engineering
Project #:	15-22	Project Manager:	Ed Wisniewski
MPPFP:		User Department:	Community Development
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$150,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$150,000</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Repair and replace water mains and laterals in two localized residential areas; 1) south of Woodland Avenue and east of Cottonwood Street, and 2) South of Lincoln Avenue and east of West Street. The project will construct new eight (8") mains in the street and connect the residences with new polyethylene services. Approximately 11,000 lineal feet of water main will be replaced. Once completed, the project will result in more reliable water pressure and uninterrupted water service for residences. At the same time, the project will identify sewer lateral defects in the same area and will correct as necessary.

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. This project represents the second phase of a 10-year pipe prioritization plan to rehabilitate pipelines within the city that have exceeded their service life. The first phase (2015 project) is currently under construction.

Pertinent Issue: The areas identified for repair/replacement have two-inch (2") cast iron water mains located behind sidewalks. These mains are notorious for problems such as breaks and leaks. The pipelines have exceeded their service life (60 years old). The project was coordinated with transportation engineering, so that the project will be completed prior to the annual road maintenance project.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Well #24 & #26 Water Main Project	Project Proponent:	Utility Engineering
Project #:	16-09	Project Manager:	Chris Fong
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$250,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$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/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$250,000</u>
	Construction Costs:	<u>\$0</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Wells #24 and #26 are nearest to the transmission main and are best suited to blend native groundwater with surface water prior to entering the distribution system. The project entails extending water main to directly connect both wells to the transmission main without any connection to the distribution system. The total linear feet of the project is approximately 4,000 LF. Piping reconfiguration will be necessary at both well sites along with landscaping work to restore disturbed surfaces.

Justification The State of California's new MCL for hexavalent chromium generally precludes the long term use of the existing groundwater wells directly into the water distribution system. There are additional water quality issues with using the existing ground water wells directly into the distribution system, including hardness and nitrates. It is the desire of the City to provide equal quality drinking water to all City water users upon conversion to surface water. The water quality issues including, hexavalent chromium, nitrates, and hardness, can be blended to lower levels with the surface water.

This project is included as part of the local projects work as part of the overall surface water project. The California Department of Public Health/State Water Resources Control Board has executed a Finance Agreement with the City of Woodland (Installment Sale Agreement) for Surface Water Project - Local Facilities/Safe Drinking Water State Revolving Fund Project Agreement No. 5710006-009C in the amount of \$35,503,088.

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Pertinent Issue: The City will balance the use of surface water, stored ASR water, and native groundwater to supply high quality water to the City during all supply/demand scenarios. During periods of high demand or reduced surface water supply, native groundwater is needed to meet City water supply needs. Blending well water with surface water reduces the concentrations of hexavalent chromium, nitrates, and hardness to acceptable levels. A blending ratio of 3:1 surface water to groundwater is necessary to meet water quality requirements for hexavalent chromium.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: ASR Wells	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			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$1,232,000	\$0	\$0	\$0
2017-18	\$4,325,000	\$0	\$0	\$0
2018-19	\$4,225,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$9,782,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$9,782,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	\$0
By Category:	Design Costs:	\$890,000
	Construction Costs:	\$8,892,000
	Land Acquisition:	\$0

ABOUT THE PROJECT:

Project Description: This project will consist of converting existing wells to fully functional ASR wells or replacing existing wells with ASR wells. Wells 15S and 22G were designed to require minimal improvements to be converted to fully functional ASR wells and may be evaluated for conversion.

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. Well 28 is an ASR capable well that was completed in 2013. Well 29 and Well 30 will be completed in 2017 as new ASR capable wells to replace existing aging wells.

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. It is anticipated that the remaining 2 ASR wells need to be online by the fall of 2019 to complete the program and store sufficient water. Based on this schedule, the project will need to be under design in the fall/winter of 2017 with phase one (downhole) construction in 2018.

CITY OF WOODLAND
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Project Name:	Recycled Water Master Plan	Project Proponent:	Utility Engineering
Project #:	17-07	Project Manager:	Tim Busch
MPFP:		User Department:	Community Development
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$100,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$100,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Develop a master plan for the expansion of recycled water service. Plan will include evaluation of firm capacity of recycled water system, prioritize expansion areas, and allocate capacity to expansion areas. Budget is also included for planning efforts to bring on new customers, including engineering reports for an estimated 3 new customers.

Justification The new Recycled Water utility will begin operation in FY17. A recycled water master plan is a necessary part of a properly planned expansion of the Recycled Water Utility.

Pertinent Issue: Plan for expansion of recycled water in Woodland.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	West Street Water Main Upgrade	Project Proponent:	Utility Engineering
Project #:	17-08	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			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$1,951,300	\$0	\$0	\$0
2017-18	\$2,004,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,955,300</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$3,955,300</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	\$0
By Category:	Design Costs:	\$360,000
	Construction Costs:	<u>\$3,595,300</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The project generally includes replacement of the existing water main on West Street from the transmission main on the south border of the City to Cross Street. The water main would be increased in diameter from 10-inch to 16-inch, this change will more than double the capacity of the pipeline. The length of the project is approximately 6,000 feet.

Justification Two ASR wells are under construction in 2016 in the western part of the City and a 3rd well is planned in the area for construction in 2018/19. The new wells each have a high capacity for injecting water into the aquifer and also for extraction to the distribution system. Additional pipeline capacity is needed to convey the higher flows from the transmission main to near the wells. Without the additional pipeline capacity, low water pressures would be experienced in the neighborhoods surrounding when the wells are injecting into the aquifer.

Pertinent Issue: Additional water conveyance capacity is needed between the transmission main and the ASR wells to minimize water pressure disruptions when the ASR wells are injecting water into the aquifer.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

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

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

Project Costs

	Fund 101 - General Fund			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$4,000	\$0	\$0	\$0
2016-17	\$50,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$54,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$54,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$54,000</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 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

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:	General Plan Update	Project Proponent:	City Management
Project #:	07-06	Project Manager:	CDD
MPFP:	City-103	User Department:	Community Development
Funding Source(s):	Fund 510 - General City Development Fund 501 - Capital Projects		

Project Costs

	Fund 510 - General City Development	Fund 501 - Capital Projects		
Prior Year Allocation	\$1,200,000	\$260,000	\$0	\$0
Fiscal Year				
2015-16	\$98,400	\$21,600	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,298,400</u>	<u>\$281,600</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,580,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$1,580,000</u>
By Category:	Design Costs:	<u>\$0</u>
	Construction Costs:	<u>\$0</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The process will involve the preparation of the General Plan technical, background and policy documents and a Climate Action Plan. Additionally an Environmental Impact Report will be required. Completion of the plan will require multiple and complex analyses and studies, including but not limited to flood, water supply, traffic, infill development policies, climate and sustainability policies, as well as incorporation of voter initiative Urban Limit Line policies and requirements. Public outreach and hearings will be required.

Justification The General Plan functions as the land use constitution for the City and sets forth a long term vision for the community and guides development decisions for the future through 2035. This document is essential in assisting the City in developing a sound fiscal vision and marketing plan and sets the foundation for building a local economy to support community ideals. To function as an effective document, and provide direction to the community and decision makers, the Plan must be based on recent and updated information. Further, the City must address significant changes in the law and address key opportunities and constraints that face the City. The process began in January of 2013 and is about a third of the way complete. Due to significant issues that developed during the early phase, additional time and effort is required to address the complex slate of community concerns. Key areas that will be addressed include:

- Development of a Preferred Land Use Alternative - 4 scenarios to be tested
- Determination of a Community Vision and Guiding Principals
- 2006 Voter enacted Urban Limit Line
- AB 32 policies and preparation of Climate Action Plan
- Flood mitigation
- Rail realignment
- Water supply

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- Wastewater and storm water issues
- Circulation and level of service issues
- Public utility and safety level of service issues
- Fiscal analysis of key policies and actions
- Public Outreach and input
- Environmental Review

Pertinent Issue: Continuation of the current process. The estimated completion date is now July 2016.

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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		

Project Costs				
Prior Year Allocation	Fund 501 - Capital Projects			
	\$100,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$100,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$100,000</u>	
	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

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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

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Project Name: MPFP Annual Update	Project Proponent: Administrative Services
Project #: 08-57	Project Manager: Lynn Johnson
MPFP: CITY-6	User Department: Administrative Services
Funding Source(s): Fund 510 - General City Development	

Project Costs

Prior Year Allocation	Fund 510 - General City Development			
Fiscal Year	\$0	\$0	\$0	\$0
2015-16	\$80,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$80,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$80,000</u>			
Cost Estimate By Category:				
Pre-Design/Environmental/Studies:	<u>\$80,000</u>			
Design Costs:	<u>\$0</u>			
Construction Costs:	<u>\$0</u>			
Land Acquisition:	<u>\$0</u>			

ABOUT THE PROJECT:

Project Description: The MPFP is updated to reflect new projects, completed projects, construction cost index adjustments, and development absorption data.

Justification It is important to update the Major Projects Financing Plan (MPFP) on a regular basis to capture full and appropriate fees to cover current and future projects that are development related.

Pertinent Issue: Annual update of the MPFP will facilitate compliance with State laws governing application of development impact fees (AB1600). The MPFP was last updated in 2008.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: City Hall Annex Remodel/Woodland Opera House Dance & Theatre Academy **Project Proponent:** Community Development
Project #: 15-11 **Project Manager:** Ken Hiatt
MPFP: **User Department:** Community Development
Funding Source(s): Fund 506 - Measure "E"

Project Costs				
	Fund 506 - Measure "E"			
Prior Year Allocation	\$487,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$140,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$627,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$627,000</u>			
Cost Estimate By Category:				
Pre-Design/Environmental/Studies:			<u>\$0</u>	
Design Costs:			<u>\$142,500</u>	
Construction Costs:			<u>\$472,500</u>	
Land Acquisition:			<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Remodel of City Hall Annex for WHO dance and theatre education programming. WHO will manage all contracts for the improvements to the building including project management, design, engineering, and construction. The City to fund costs associated with improvements up to \$475,000. WHO to contribute \$60,000 towards studio flooring.

Justification: The City has been seeking a viable plan for expansion of the Woodland Opera House to accommodate their dance and theatre education programs. The City Hall Annex has been vacant since 2012 and there are no plans for reuse by the City. A Feasibility Study was conducted in fall 2014 and City Council approved a lease and improvement agreement with the Woodland Opera House for remodel and reuse of the Annex by WHO for their educational programming with shared use by City Programs.

Pertinent Issue:

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Library Facility Improvements	Project Proponent:	Library
Project #:	15-08	Project Manager:	TBD
MPFP:		User Department:	Library
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>				
2015-16	\$550,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:		<u>\$25,000</u>	
	Design Costs:		<u>\$140,000</u>	
	Construction Costs:		<u>\$435,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The preliminary design phase will evaluate possible facility improvements in order to better serve the needs of the community. Possible facility improvements include the following: library expansion using the unused basement area or other reuse onsite, electronic book checkout upgrades (RFIC capabilities), ADA upgrades, or other miscellaneous upgrades (new carpet and windows).

Justification: The MSE Spending Plan includes programming for the Library consistent with the advisory measures passed in 2006.

Pertinent Issue: This project is still being developed. The description is a general idea of the project, however the details may change as we get closer to project execution.

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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>				
2015-16	\$85,000	\$0	\$0	\$0
2016-17	\$85,000	\$0	\$0	\$0
2017-18	\$85,000	\$0	\$0	\$0
2018-19	\$85,000	\$0	\$0	\$0
2019-20	\$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/Studies:		<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.

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Project Name:	Clark Field	Project Proponent:	Parks and Recreation
Project #:	13-03	Project Manager:	Community Development
MPFP:		User Department:	Community Services
Funding Source(s):	Fund 506 - Measure "E"		

Project Costs

	Fund 506 - Measure "E"			
Prior Year Allocation	\$75,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$405,000	\$0	\$0	\$0
2016-17	\$15,000	\$0	\$0	\$0
2017-18	\$15,000	\$0	\$0	\$0
2018-19	\$15,000	\$0	\$0	\$0
2019-20	\$15,000	\$0	\$0	\$0
Subtotal	<u>\$540,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$540,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$90,000</u>	
	Design Costs:		<u>\$45,000</u>	
	Construction Costs:		<u>\$405,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Project will replace the existing backstop, creating a higher, safer fence to minimize the balls going into the bleacher, road, and residential properties. There is also a \$15,000 per year contribution to the User Group that maintains the field every year.

Justification Parks rehabilitation projects were identified as top priority by the Parks & Recreation Commission and City Council for Measure E Park Rehabilitation Funding.

Pertinent Issue: Baseball Field is used extensively and needs to be updated to provide an adequate, safe and accessible facility. Construction will need to be coordinated with the High School baseball season.

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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

	<u>Fund 506 - Measure "E"</u>			
Prior Year Allocation	\$25,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$25,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:		<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:	Main Distribution Panel - Brooks Swim Center	Project Proponent:	Public Works
Project #:	16-06	Project Manager:	Public Works
MPFP:		User Department:	Community Services
Funding Source(s):	Fund 506 - Measure "E" OTHER		

Project Costs

	Fund 506 - Measure "E"	OTHER		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$50,000	\$5,000	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$50,000</u>	<u>\$5,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$55,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$55,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The Main Distribution Panel at Brooks Swim Center is used for power distribution for the main building and pool; this includes pumps, lighting, filtration system, restrooms, as well as the maintenance building. This project will replace the electrical panel.

Justification This equipment was installed during the original construction of the pool. Over the last 40 years it has sustained severe corrosion and decay due to the proximity of hazardous chemicals. Moreover, without this vital piece of equipment the pool would sustain significant downtime due to a catastrophic power failure.

Pertinent Issue: This equipment is needed to promote the City's ability to provide the General Public with a safe and reliable recreational facility.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Hiddleson Pool Demolition	Project Proponent: Community Services
Project #: 17-13	Project Manager: TBD
MPFP:	
Funding Source(s): Fund 011 - Facilities Replacement	User Department: Community Services

Project Costs				
Prior Year Allocation	Fund 011 - Facilities Replacement			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$290,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$290,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$290,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$30,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$260,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Demolish two onsite pools, pool building and pool maintenance buildings in the rear of the site (not including the park maintenance building that includes the park bathrooms and well maintenance). Rebuild site as a park or provide erosion control on the site after demolition is complete. The project also includes funding to perform planning work for a future pool in the south area.

Justification In October 2014, Aquatic Design Group completed a needs assessment study for Hiddleson Pool and found that it would be cost prohibitive to renovate the existing pool. The cost estimate included in the study was \$3 million. The report also included other options including the cost of renovating the building and constructing new pools at the site for approximately \$3.4-\$4 million. Based on the lack of available funding it was decided to demolish the existing pool and pool building and construct a park on the site.

Pertinent Issue: Meetings were held with project stakeholders in the fall of 2014 and spring of 2015. City staff communicated that there was not sufficient funding to construct a new pool or renovate the existing pool.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Sports Park Turf Repairs	Project Proponent: Community Services
Project #: 17-15	Project Manager: TBD
MPFP:	User Department: Community Services
Funding Source(s): Fund 506 - Measure "E"	

Project Costs

	Fund 506 - Measure "E"			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$31,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$31,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$31,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$31,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Project will repair sections of artificial turf at each of the fields to maximize turf longevity.

Justification The artificial turf at the Sports Park was installed with the initial park construction. Routine maintenance and patching is necessary to repair high use areas for safety as well as to prolong turf until full replacement is necessary.

Pertinent Issue: Regular repairs are needed on turf due to continual use.

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

	Fund 220 - Sewer Enterprise			
Prior Year Allocation	\$1,316,180	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$495,000	\$0	\$0	\$0
2016-17	\$850,000	\$0	\$0	\$0
2017-18	\$750,000	\$0	\$0	\$0
2018-19	\$750,000	\$0	\$0	\$0
2019-20	\$750,000	\$0	\$0	\$0
Subtotal	<u>\$4,911,180</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$4,911,180</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$998,330
Construction Costs: \$3,912,850
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 Kentucky Trunk in Main Street, Oak Street concrete sewer, WJUSD facility, and Woodland Ave. 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.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Preliminary Odor Abatement
Project #: 08-22
MPFP:
Funding Source(s): Fund 220 - Sewer Enterprise

Project Proponent: Mark Cocke
Project Manager: Tim Busch
User Department: Public Works

Project Costs

Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$324,500	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$10,000	\$0	\$0	\$0
2016-17	\$10,000	\$0	\$0	\$0
2017-18	\$10,000	\$0	\$0	\$0
2018-19	\$10,000	\$0	\$0	\$0
2019-20	\$10,000	\$0	\$0	\$0
Subtotal	<u>\$374,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$374,500</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$374,500</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
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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. Staff anticipates that updated regulations by 2014-15 will require the City to complete this project.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Wastewater Aeration Retrofit	Project Proponent:	Utility Engineering
Project #:	12-02	Project Manager:	Mark Cocke
MPFP:	needed	User Department:	Public Works
Funding Source(s):	Fund 220 - Sewer Enterprise		

Project Costs

Prior Year Allocation	Fund 220 - Sewer Enterprise	\$0	\$0	\$0
	\$11,425,000			
Fiscal Year				
2015-16	\$7,725,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$1,344,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$20,494,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$20,494,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$147,000</u>
By Category:	Design Costs:	<u>\$1,884,000</u>
	Construction Costs:	<u>\$18,463,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The modification of the WPCF facility from extended air to MLE will also correct other system problems to facilitate the new process and meet permit goals. The MLE process requires a Blower Building, modification of three concrete ditches, purchase and installation of aeration equipment, electrical control equipment, yard piping for the air system, installation and burial of temporary piping for alum and WAS, and installation of a non-spec effluent drain to Erskin and south ponds. Reconstruction of the RAS pumping system is being designed as part of this process, but will be constructed under a different CIP project number. The reason for this is that the present design team is familiar with the plant need and the RAS system modification was developed as part of the process modeling and peer review. Additional funding has been added for FY19 for the RAS PS mods (flow pacing).

Justification The Wastewater Treatment Plant (WPCF - Water Pollution Control Facility) has an ammonia limit of 0.8 mg/l monthly average and 2.0 mg/l instantaneous and will have a nitrate limit in the 2014 permit of 10 mg/l. The present extend air system has trouble meeting the ammonia limit in the summer and this problem will only get worse over time. There is an opportunity of changing the air system to an MLE process while the loads can be processed in three ditches. This will allow the WPCF to increase its capacity to process more BOD and ammonia in each ditch and meet the future nitrate limit.

Pertinent Issue: Increases in loading associated with growth and changing permit requirements.

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: **User Department:** Public Works
Funding Source(s): Fund 220 - Sewer Enterprise

Project Costs

	<u>Fund 220 - Sewer Enterprise</u>			
Prior Year Allocation	\$163,119	\$0	\$0	\$0
Fiscal Year				
2015-16	\$202,000	\$0	\$0	\$0
2016-17	\$2,483,000	\$0	\$0	\$0
2017-18	\$440,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,288,119</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$3,288,119</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$0
Construction Costs: \$3,288,119
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: The FY 14 project is a major equipment replacement/deficiency mitigation of the headworks system and protection of the clarifier steel coatings. One screen has reached the end of its useful life, the isolation gates for the screens increase the risk for uncontrolled spills to the WPCF parking lot, hair and other debris will become maintenance problems for the new MLE process. The manufacturer will be responsible for replacement of its original equipment. This other part of the FY 14 project will consist of emptying each clarifier, isolating the unit, and recoating the carbon steel parts, in addition the pipelines to the RAS pump station will be evaluated using CCTV to check for debris and pipe condition, the other asset replacement projects scheduled in the next four fiscal years consist of replacement of pumps and generators reaching the end of their useful life.

Justification The Waste Pollution Control Facility (WPCF) has numerous assets that allow the plant to work as designed. This project identifies expected replacement of assets that will need to be replaced as the Asset Replacement fund is growing to address this need over thenext ten years. In FY 14, two projects have identified for replacement under this program. Replacement of the WPCF Bar Screen and Coating Carbon Steel parts of the Clarifiers. The structural parts of the Clarifier walkways, and rotation assemblies are constructed from carbon steel. These steel parts need to be coated to protect them from rust and eventual failure when each is periodically removed from service. Unfortunately these parts have not been coated in some time and need to have these coated surfaces redone. This project will recoat all the clarifier parts that need treatemnt. The east bar screen at the headworks is part of the original plant equipment. It is scheduled for replacement in 2014. When the plant was expanded an identical bar screen was installed. As part of the installation, a modification was made to the headworks that can result in raw sewage spilling into the WPCF parking lot instead of being diverted to Erskine Pond. This project will replace both screens with 3mm band screens and fix the diversion

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deficiency. The conversion from bar screens to band screens is facilitated by the use of JWC products which are designed to drop into the existing concrete foot print of the bar screens. The original estimate for about \$500k was for replacement of the single bar screen but sole sourcing with the manufacturer, JWC, the project will replace both bar screens and solve the diversion problem at the same time.

Pertinent Issue: The equipment at the WPCF needs to put into an asset management plan to better describe the cash flow needs for replacement of that equipment. If not, the equipment will fail and the City of Woodland may not have the funds available for repair.

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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

Project Costs

Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$300,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$300,000	\$0	\$0	\$0
2016-17	\$300,000	\$0	\$0	\$0
2017-18	\$300,000	\$0	\$0	\$0
2018-19	\$300,000	\$0	\$0	\$0
2019-20		\$0	\$0	\$0
Subtotal		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TOTAL

Cost Estimate By Category:
Pre-Design/Environmental/Studies: \$12,000
Design Costs: \$92,000
Construction Costs: \$1,396,000
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 hdpe. 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. This project will replace these laterals over time in one block or units of ten homes for economies of scale while keeping the project competitive for small contractors.

Pertinent Issue: Chronic failures of this material.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Sewer Collection System 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

Project Costs

Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$141,500	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$141,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$141,500</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$141,500</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: The management of the Sewer Collection system is documented in the SSMP. However long term repair and replacement analysis has been developed with the CACIP asset management system using CCTV data, and the GIS system. CCTV projects that are beyond the scope of the Operations Staff are also incorporated in the Capital Program as needed in the Annual Sewer and Replacement Program. The data developed is moved into the CACIP Module. Sewer Modeling data also identifies projects for the Annual Sewer Repair and Replacement Program. The WPCF plan includes: as asset replacement program, water reuse plan, biosolids management, pipeline replacement, and future plant process changes related to growth and load. Regionalization is also a planning consideration.

Justification: The Sewer Collection system and Water Pollution Control Facility are both permitted with WDR's from the Regional Water Quality Control Board. These permits are scheduled for renewal on a five year cycle. Previously this planning effort was being done using operations contract funds and capital improvement dollars. The Sewer Model, Water Reuse Plan, WPCF Master Plan, Sanitary Sewer Management Plan (SSMP), County Regionalization tech memo, and the Fine Screen Tech Memo are being combined into a single document for reference over the next five years. Permit renewals are on five year intervals.

Pertinent Issue: Creates single location for Wastewater System Planning Information.

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	\$821,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$500,000	\$0	\$0	\$0
2016-17	\$500,000	\$0	\$0	\$0
2017-18	\$500,000	\$0	\$0	\$0
2018-19	\$500,000	\$0	\$0	\$0
2019-20	\$500,000	\$0	\$0	\$0
Subtotal	<u>\$3,321,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$3,321,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	\$195,680
By Category:	Design Costs:	\$268,520
	Construction Costs:	\$2,856,800
	Land Acquisition:	\$0

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: Spring Lake East Regional Pond Landscaping Project #: 06-12 MPFP: SD-109 Funding Source(s): Fund 681 - SLIF Storm Drain	Project Proponent: Spring Lake Specific Plan Project Manager: TBD User Department: Public Works
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		Project Costs			
Prior Year Allocation	Fund 681 - SLIF Storm Drain				
	\$484,000	\$0	\$0	\$0	\$0
Fiscal Year					
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$484,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$484,000</u>				
Cost Estimate By Category:					
	Pre-Design/Environmental/Studies:		<u>\$0</u>		
	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. No work to be paid from this CIP if performed after June 30, 2018.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	North Gibson Ponds Modification for Storm Drainage	Project Proponent:	Spring Lake Specific Plan
Project #:	11-13	Project Manager:	Utilities Division
MPFP:		User Department:	Utility Engineering
Funding Source(s):	Fund 681 - SLIF Storm Drain		

Project Costs

	Fund 681 - SLIF Storm Drain			
Prior Year Allocation	\$750,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$1,250,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,000,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$475,000</u>
	Construction Costs:	<u>\$1,525,000</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 MPFP 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:	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	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$2,300,000	\$0	\$0	\$0
2019-20	\$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/Studies:		<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: Meikle between Heritage Parkway and Road 25A	Project Proponent: Spring Lake Specific Plan
Project #: 15-01	Project Manager: TBD
MPPF:	
Funding Source(s): SLIF	User Department: Community Development

Project Costs

	SLIF			
Prior Year Allocation	\$400,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$400,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$400,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$400,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Traffic calming; 12" water main, 8" sewer within Meikle Road between Heritage Parkway and Road 25A. Water main extended on Banks over to Promenade.

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 67-68 of the 2008 SL CIP PN30.

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 #: SL-015
Project Manager: TBD
MPFP:
Funding Source(s): Fund 682 - SLIF Roads
User Department: Public Works

		<u>Project Costs</u>			
		<u>Fund 682 - SLIF Roads</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>					
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
2018-19	\$2,294,000	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,294,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,294,000</u>				
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$172,000</u>		
	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: Harry Lorenzo Avenue between Farmers Central and Parkland
Project Proponent: Spring Lake Specific Plan
Project #: SL-018
Project Manager: TBD
MPFP:
Funding Source(s): Fund 682 - SLIF Roads
User Department: Public Works

<u>Project Costs</u>				
	<u>Fund 682 - SLIF Roads</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$516,000	\$0	\$0	\$0
2019-20	\$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	Pre-Design/Environmental/Studies:		<u>\$92,000</u>	
By Category:	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 - Harry Lorenzo Avenue to SR 113
Project Proponent: Community Development

Project #: SL-031
Project Manager: TBD

MPFP:
Funding Source(s): Fund 682 - SLIF Roads
User Department: Public Works

Project Costs

	Fund 682 - SLIF Roads			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$570,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$570,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$570,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$145,000</u>	
	Construction Costs:		<u>\$425,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description:

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:	Complete 25A Between Promenaade and Parkland	Project Proponent:	Community Development
Project #:	SL-032	Project Manager:	TBD
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 682 - SLIF Roads		

Project Costs

	Fund 682 - SLIF Roads			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$2,719,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,719,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,719,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	\$0
By Category:	Design Costs:	\$689,860
	Construction Costs:	\$2,029,000
	Land Acquisition:	\$0

ABOUT THE PROJECT:

Project Description:

Justification Project needed to complete the east/west connection between CR 102 and Harry Lorenzo Avenue.

Pertinent Issue: Involves moving funding from Master Plan Remainder Area equitable swap to Springlake SLIF.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: SR113 Northbound Offramp at Gibson **Project Proponent:** Community Development
Project #: SL-033 **Project Manager:** TBD
MPFP: **User Department:** Public Works
Funding Source(s): Fund 682 - SLIF Roads

Project Costs

	Fund 682 - SLIF Roads			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$400,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$400,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$400,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		\$0	
By Category:	Design Costs:		\$0	
	Construction Costs:		<u>\$400,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Elimination of the free right northbound SR 113 to Gibson Road. Project will consolidate traffic monuments into a signalized intersection. This will reduce auto/pedestrian conflicts.

Justification: Necessary for establishment of pedestrian connectivity between Springlake and the remainder of the City.

Pertinent Issue:

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: **User Department:** Public Works
Funding Source(s): Fund 220 - Sewer Enterprise

Project Costs

Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$1,900,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$550,000	\$0	\$0	\$0
2016-17	\$100,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,550,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,550,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$2,550,000
By Category: Design Costs: \$0
Construction Costs: \$0
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: This project engages local, regional state and federal agencies in the development of comprehensive strategies to minimize the risk of flooding from Lower Cache Creek while enhancing water supply and the ecosystem in a manner that reflect community values. The focus areas will be on initiating studies in cooperation with the US Army Corps of Engineers, California Department of Water Resources and other regional agencies and outreach that will inform the community of the conceptual solution.

Justification This work continues a collaborative pilot program and local and regional effort to mitigate the flood threat associated with Lower Cache Creek to Woodland and rural Yolo County.

Pertinent Issue: FloodSAFE Yolo is a collaborative program funded and sponsored by the City of Woodland, Yolo County and the Yolo County Flood Control and Water Conservation District. The total local agency commitment is \$1.9 million. This project is utilizing a long-term loan from the Sewer Enterprise Fund to the Storm Drain Enterprise Fund.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

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

Project Costs

	Fund 581 - Storm Drain Development			
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$150,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:				
Pre-Design/Environmental/Studies:			<u>\$150,000</u>	
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: 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

Project Costs

Prior Year Allocation	Fund 582 - Road Development			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$20,000	\$0	\$0	\$0
2016-17	\$40,000	\$0	\$0	\$0
2017-18	\$40,000	\$0	\$0	\$0
2018-19	\$40,000	\$0	\$0	\$0
2019-20	\$40,000	\$0	\$0	\$0
Subtotal	<u>\$180,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$180,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	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:	I-5/SR113 Freeway to Freeway Connectors Phase 2	Project Proponent:	Brent Meyer
Project #:	00-06	Project Manager:	Brent Meyer
MPFP:	IGS-100	User Department:	Community Development
Funding Source(s):	Fund 582 - Road Development Fund 506 - Measure "E"		

Project Costs

	Fund 582 - Road Development	Fund 506 - Measure "E"		
Prior Year Allocation	\$385,000	\$45,000	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$385,000</u>	<u>\$45,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$430,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$430,000</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.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Traffic Engineering Services	Project Proponent: Katie Wurzel
Project #: 02-28	Project Manager: Katie Wurzel
MPFP: TES-100	User Department: Community Development
Funding Source(s): Fund 582 - Road Development	

Project Costs

Prior Year Allocation	Fund 582 - Road Development			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$20,000	\$0	\$0	\$0
2016-17	\$40,000	\$0	\$0	\$0
2017-18	\$40,000	\$0	\$0	\$0
2018-19	\$40,000	\$0	\$0	\$0
2019-20	\$40,000	\$0	\$0	\$0
Subtotal	<u>\$180,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$180,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$180,000</u>	
	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 \$20,000 each year, but previous years funding does not carry forward.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Kentucky Avenue Widening and Reconstruction

Project Proponent: Katie Wurzel

Project #: 04-07

Project Manager: Diana Ayon

MPFP: SC-12 SW-1 NT

Funding Source(s): Fund 506 - Measure "E"
Fund 351- Transportation Grants
Fund 210 - Water Enterprise

User Department: Public Works

Project Costs

	Fund 506 - Measure "E"	Fund 351- Transportation Grants	Fund 210 - Water Enterprise	Fund 220 - Sewer
Prior Year Allocation	\$1,770,650	\$2,076,950	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$300,000	\$11,000,000	\$300,000	\$300,000
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,070,650</u>	<u>\$13,076,950</u>	<u>\$300,000</u>	<u>\$300,000</u>
TOTAL	<u>\$15,747,600</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$100,000</u>
By Category:	Design Costs:	<u>\$2,000,000</u>
	Construction Costs:	<u>\$11,597,600</u>
	Land Acquisition:	<u>\$2,050,000</u>

ABOUT THE PROJECT:

Project Description: The project would improve the roadway to two lanes with a new two-way turn lane from West St. to East St. The project will include landscaping, lighting, sidewalk/ADA.

Justification This project is required to improve the safety of this corridor and improve the level of service for current and future traffic patterns.

Pertinent Issue: The project costs for design are split between 13/14 and 14/15 to allow time for ROW acquisition. ROW is estimated at \$2.5M and it's important that all the funding be available for land acquisition prior to the on-set of negotiation. Completion of this project prior to the expiration of Measure E is considered critical. \$76,950 of "prior year allocation" under Fund 351 was actually Fund 582, road development funding.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Measure E Planning-Management

Project Proponent: Katie Wurzel

Project #: 06-06

Project Manager: Katie Wurzel

MPFP:

Funding Source(s): Fund 506 - Measure "E"

User Department: Community Development

Project Costs

	<u>Fund 506 - Measure "E"</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$50,000	\$0	\$0	\$0
2016-17	\$50,000	\$0	\$0	\$0
2017-18	\$50,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies: \$150,000

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 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: The total amount allocated to Planning and Management represents approximately 1.5% of Measure E funds allocated to transportation.

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 506 - Measure "E"

Project Costs

	<u>Fund 506 - Measure "E"</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$400,000	\$0	\$0	\$0
2016-17	\$400,000	\$0	\$0	\$0
2017-18	\$400,000	\$0	\$0	\$0
2018-19		\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TOTAL

Cost Estimate By Category:

Pre-Design/Environmental/Studies:	<u>\$0</u>
Design Costs:	<u>\$0</u>
Construction Costs:	<u>\$1,600,000</u>
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.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Downtown Streetscape Improvements **Project Proponent:** Katie Wurzel
Project #: 08-58 **Project Manager:** Clara Olmedo
MPFP:
Funding Source(s): Fund 821 - Redevelopment Bond Fund **User Department:** Community Development
Fund 351- Transportation Grants
Fund 506 - Measure "E"

Project Costs

Prior Year Allocation	Project Costs			
	Fund 821 - Redevelopment Bond Fund	Fund 351- Transportation Grants	Fund 506 - Measure "E"	
	\$50,000	\$1,015,000	\$262,252	\$0
Fiscal Year				
2015-16	\$0	\$0	\$270,314	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$50,000</u>	<u>\$1,015,000</u>	<u>\$532,566</u>	<u>\$0</u>
TOTAL	<u>\$1,597,566</u>			

Cost Estimate By Category:
Pre-Design/Environmental/Studies: \$10,000
Design Costs: \$150,000
Construction Costs: \$1,304,504
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: The project would enhance downtown's role as the government, dining, entertainment, cultural, and retail/specialty retail center of the community. The project would also preserve, where appropriate, historic architectural resources. This project will enhance the pedestrian environment on Main St from East St to Third St. The project is proposing to construct bulb outs at intersections, a signal at 5th St and other enhancements. The project team will finalize the project scope after discussions with SACOG staff and City management.

Justification Needed in order to enhance downtown to attract redevelopment activity.

Pertinent Issue: This project received \$915,000 in SACOG 2010 Community Design Grant funds to enhance the aesthetics of downtown between Third and Sixth streets. Due to the elimination of the RDA, \$160k of Redevelopment Bond proceeds were eliminated from the project for FY13, we sought \$100k from SACOG to provide our matching requirements. We are currently asking for an extension on our original project schedule. If granted, construction will be concurrent with the Court House project in spring 2015.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: I-5/CR 102 Interchange Landscaping	Project Proponent: Brent Meyer
Project #: 11-24	Project Manager: Diana Ayon
MPFP:	
Funding Source(s): Fund 351- Transportation Grants Fund 501 - Capital Projects	User Department: Public Works

Project Costs

	Fund 351- Transportation Grants	Fund 501 - Capital Projects		
Prior Year Allocation	\$1,763,579	\$250,000	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$51,225	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,763,579</u>	<u>\$301,225</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,064,804</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$301,225</u>
	Construction Costs:	<u>\$1,763,579</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Landscaping and irrigation associated with the I-5/CR 102 Interchange Improvements Project (CIP # 97-24).

Justification This project is the landscaping phase of the I-5/CR 1-2 Interchange Improvements Project (#97-24).

Pertinent Issue: Costs included in Fund 501 are reimbursable from either Gateway or Centex, per their respective development agreements. The remaining Federal Demo funding from CIP 97-24 has been moved to this project (\$711,590) as well as Federal Demo funds from the I-5/113 project (\$200,000). This project will use toll credits for construction, which will not require a local match for the federal funds. Construction phase must be 100% federally funded.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Main St/Cleveland St Signal Intersection Improvements	Project Proponent:	Katie Wurzel
Project #:	11-27	Project Manager:	Diana Ayon
MPFP:	TSM-202	User Department:	Public Works
Funding Source(s):	Fund 351- Transportation Grants Fund 582 - Road Development		

Project Costs

	Fund 351- Transportation Grants	Fund 582 - Road Development		
Prior Year Allocation	\$252,000	\$60,000	\$0	\$0
Fiscal Year				
2015-16	\$0	\$150,000	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$252,000</u>	<u>\$210,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$462,000</u>			
Cost Estimate By Category:				
Pre-Design/Environmental/Studies:			<u>\$0</u>	
Design Costs:			<u>\$50,000</u>	
Construction Costs:			<u>\$412,000</u>	
Land Acquisition:			<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project will upgrade the existing intersection and traffic signal equipment and will install vehicle detection on Cleveland St, new signal poles, new signal heads, pedestrian audible signals, and pedestrian signal heads. Project will also reconstruct the non-compliant ADA curb ramps at the intersection. This intersection is one of the top 10 accident locations, thus its selection for grant use.

Justification This project is funded by HSIP and is needed for intersection operational improvements, traffic signal equipment upgrades and ADA compliance.

Pertinent Issue: This project utilizes \$252,200 of HSIP grant funding allocated in the 2011 HSIP budget and the required match of \$47,800. Three milestones and delivery deadlines of the grant are as follows: Request for Authorization to Proceed with Preliminary Engineering-within six months of April 8, 2011; request for Authorization to Proceed with Construction - within thirty months of April 8, 2011; and Complete construction and close out project - within fifty four months of April 8, 2011.

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 506 - Measure "E"
Fund 351- Transportation Grants

Project Costs

	Fund 506 - Measure "E"	Fund 351- Transportation Grants		
Prior Year Allocation	\$450,000	\$1,700,000	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$100,000	\$0	\$0
2017-18	\$0	\$1,130,000	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$450,000</u>	<u>\$2,930,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$3,380,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$350,000
Construction Costs: \$3,030,000
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.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2016 Road Maintenance Project	Project Proponent: Katie Wurzel
Project #: 16-01	Project Manager: Diana Ayon
MPFP:	
Funding Source(s): Fund 506 - Measure "E" Fund 210 - Water Enterprise	User Department: Community Development

Project Costs

	Fund 506 - Measure "E"	Fund 210 - Water Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$1,205,942	\$150,000	\$0	\$0
2016-17	\$1,000,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$2,205,942</u>	<u>\$150,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,355,942</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$30,000</u>
	Construction Costs:	<u>\$2,325,942</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. The project area is anticipated to be Zones 1 & 2, the area bound by Main Street, CR98, East Street, and the north City limits. The work is primarily on local streets with some work on collector streets.

Justification The project addresses ongoing street maintenance.

Pertinent Issue: The operational costs are included in the cost of ownership of maintaining the City's roadway system. This annual project 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: 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			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$450,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:	Pre-Design/Environmental/Studies:		\$0	
	Design Costs:		\$40,000	
	Construction Costs:		\$410,000	
	Land Acquisition:		\$0	

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:	School Signalized Crosswalks	Project Proponent:	Public Works
Project #:	16-05	Project Manager:	Public Works
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 506 - Measure "E"		

Project Costs

	Fund 506 - Measure "E"			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$100,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$100,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$100,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This project will provide equipment to replace four signalized crosswalks.

Justification There were several signalized crosswalks installed in 2009 through a Safe Routes to School Project utilizing grant funds. Unfortunately, the manufacturer that provided the in-pavement lighting systems was bought by another company which resulted in the cancellation of our warranty and all support agreements we had for the product. Unfortunately, we have had numerous failures with the in-pavement lighting and they need to be replaced with a different product.

Pertinent Issue: This is a safety concern because there is a perception of safety at these mid-block elementary school crossings, even when they are not working properly.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2015/16 ADA Improvements
Project #: 16-07
MPFP:
Funding Source(s): Fund 320 - CDBG
Fund 210 - Water Enterprise
Fund 220 - Sewer Enterprise

Project Proponent: Katie Wurzel
Project Manager: Diana Ayon
User Department: Public Works

Project Costs

	Fund 320 - CDBG	Fund 210 - Water Enterprise	Fund 220 - Sewer Enterprise	
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$272,352	\$0	\$8,000	\$0
2016-17	\$0	\$14,000	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$272,352</u>	<u>\$14,000</u>	<u>\$8,000</u>	<u>\$0</u>

TOTAL \$294,352

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$25,845
Construction Costs: \$268,507
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Construct ADA required improvements such as compliant curb ramps, driveways and sidewalks to improve existing pedestrian paths. Project will continue the identified ADA priority path and curb ramp priority list with various locations throughout the City.

Justification This project is fully funded by CDBG and is needed to comply with the Americans With Disabilities Act (ADA).

Pertinent Issue: Project will utilize CDBG funding to complete design and construct improvements.

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	User Department:	Community Development
Funding Source(s):	Fund 582 - Road Development		

Project Costs

	Fund 582 - Road Development			
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$450,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:	<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: 2017 Road Maintenance Project **Project Proponent:** Katie Wurzel
Project #: 17-03 **Project Manager:** Diana Ayon
MPFP: **User Department:** Community Development
Funding Source(s): Fund 506 - Measure "E"

Project Costs

	<u>Fund 506 - Measure "E"</u>			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$1,000,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:

Pre-Design/Environmental/Studies:	<u>\$0</u>
Design Costs:	<u>\$30,000</u>
Construction Costs:	<u>\$970,000</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. The project area is anticipated to be Zone 12 and 13, or an alternate location dependent upon roadway condition, funding availability, traffic patterns and treatment required. Zones 12 and 13 encompass the area between East Street and County Road 102, south of Gibson Road.

Justification The project addresses ongoing street maintenance.

Pertinent Issue: The operational costs are included in the cost of ownership of maintaining the City's roadway system. This annual project 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: Update Street Master Plan	Project Proponent: Brent Meyer
Project #: 17-06	Project Manager: Brent Meyer
MPFP: TP-1	User Department: Community Development
Funding Source(s): Fund 582 - Road Development	

Project Costs

Prior Year Allocation	Fund 582 - Road Development			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$150,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:	Pre-Design/Environmental/Studies:		<u>\$150,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Update city's streets master plan to reflect policies in the updated General Plan. Work will also include an update to the City's existing traffic model.

Justification Project will update the outdated master plan and traffic model.

Pertinent Issue: Updating these document ensures current and useable information is available for use when analyzing the traffic impacts of development and city projects.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: West Woodland Safe Routes to School **Project Proponent:** Katie Wurzel
Project #: 17-09 **Project Manager:** Clara Olmedo
MPFP:
Funding Source(s): Fund 351- Transportation Grants **User Department:** Community Development
Fund 506 - Measure "E"
Fund 210 - Water Enterprise

Project Costs

	Fund 351- Transportation Grants	Fund 506 - Measure "E"	Fund 210 - Water Enterprise	Fund 220 - Sewer
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$200,000	\$0	\$0
2017-18	\$1,592,000	\$482,000	\$300,000	\$300,000
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,592,000</u>	<u>\$682,000</u>	<u>\$300,000</u>	<u>\$300,000</u>
TOTAL	<u>\$2,874,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$200,000
Construction Costs: \$2,674,000
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: Construct sharrows, bicycle lanes, ADA corner improvements and traffic signal improvements with necessary pavement repair. Streets include W. Court Street, W. Woodland Avenue, Southwood and California Street.

Justification Project is consistent with the Bicycle Transportation Plan and is needed to improve city bikeways to support safe routes to schools.

Pertinent Issue: This project is Active Transportation Program funded through SACOG FY 2017/18.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2016/17 ADA Improvements	Project Proponent: Katie Wurzel
Project #: 17-12	Project Manager: Diana Ayon
MPFP:	
Funding Source(s): Fund 320 - CDBG Fund 210 - Water Enterprise	User Department: Community Development

Project Costs

	Fund 320 - CDBG	Fund 210 - Water Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$140,000	\$25,000	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$140,000</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$165,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$20,000</u>	
	Construction Costs:		<u>\$145,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Construct ADA required improvements such as compliant curb ramps, driveways and sidewalks to improve existing pedestrian paths. Project will continue the identified ADA priority path and curb reamp priority list with various locations throughout the City.

Justification This project is a CDBG funded project to bring corners into ADA compliance.

Pertinent Issue: Project will utilize CDBG funding to complete design and construct improvements.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: West Main Street Bicycle/Pedestrian Mobility & Safety Improvements Project #: 17-16 MPPF: Funding Source(s): Fund 351- Transportation Grants Fund 506 - Measure "E" Fund 210 - Water Enterprise	Project Proponent: Katie Wurzel Project Manager: Clara Olmedo User Department: Community Development
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Project Costs

	Fund 351- Transportation Grants	Fund 506 - Measure "E"	Fund 210 - Water Enterprise	Fund 220 - Sewer
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$516,000	\$0	\$0
2017-18	\$0	\$731,000	\$0	\$0
2018-19	\$3,742,500	\$0	\$300,000	\$300,000
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,742,500</u>	<u>\$1,247,000</u>	<u>\$300,000</u>	<u>\$300,000</u>
TOTAL	<u>\$5,589,500</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	\$0
By Category:	Design Costs:	\$516,000
	Construction Costs:	\$5,073,500
	Land Acquisition:	\$0

ABOUT THE PROJECT:

Project Description: Project improves W. Main Street from West Street to County Road 98. Improvements include installation of bicycle lanes, sidewalk, pavement rehabilitation, transit improvements, ADA corner improvements and traffic signal improvements.

Justification Project will rehabilitate the pavement on W. Main Street between West Street and Road 98 and add in sidewalk and bicycle lanes to improve pedestrian and bicycle facilities along this corridor.

Pertinent Issue: This project is CMAQ and STIP funded through SACOG in FY 2018/19.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: 2018 Road Maintenance Project **Project Proponent:** Brent Meyer
Project #: TRANS-051 **Project Manager:** Katie Wurzel
MPFP: **User Department:** Community Development
Funding Source(s): Fund 506 - Measure "E"
Fund 210 - Water Enterprise

	Project Costs			
	Fund 506 - Measure "E"	Fund 210 - Water Enterprise		
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$700,000	\$75,000	\$0	\$0
2018-19	\$300,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,000,000</u>	<u>\$75,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,075,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$30,000
Construction Costs: \$1,045,000
Land Acquisition: \$0

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. The project area is anticipated to be Zones 10, 11, & 14 or an alternate location dependent upon roadway condition, funding availability, traffic patterns and treatment required. This is the area east of Pioneer, north of I-5, east of CR 102, and south of I-5.

Justification The project addresses ongoing street maintenance.

Pertinent Issue: The operational costs are included in the cost of ownership of maintaining the City's roadway system. This annual project 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: Surface Water Project	Project Proponent: Utility Engineering
Project #: 08-07	Project Manager: Tim Busch
MPFP:	User Department: Public Works
Funding Source(s): Fund 210 - Water Enterprise	

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$52,527,669	\$0	\$0	\$0
Fiscal Year				
2015-16	\$200,000	\$0	\$0	\$0
2016-17	\$150,000	\$0	\$0	\$0
2017-18	\$150,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	\$53,027,669	\$0	\$0	\$0
TOTAL	\$53,027,669			

Cost Estimate Pre-Design/Environmental/Studies:
By Category: Design Costs:
 Construction Costs:
 Land Acquisition:

ABOUT THE PROJECT:

Project Description: This project includes a regional water supply project jointly funded with the City of Davis and UCD. It would provide up to 24 million gallons of water per day, including storage tanks and related water transmission lines to get the high quality water into the City. 2.0 million gallons of dedicated finished water storage and a dedicated 4,000 gpm pump have been included in the project to boost Woodland's water supply. Existing wells would be used to supplement peak hour and peak day water demands.

Justification This project is needed to improve water quality to offset the declining water quality from our groundwater supplies. This higher water quality water is needed to meet both expected future water and wastewater water quality standards.

Pertinent Issue: The design, build, operate contract was awarded to CH2M Hill, Inc. in October 2013. Construction is slated to begin in April 2014 and be completed by September 2016. The intake structure is a joint project with RD2035. The project is expected to start construction in May 2016 and be complete by September 2016. The projects are financed through a 20 year loan from CDPH with an interest rate of 1.78%. Initial and O&M costs are less than other options to meet new Chromium 6 MCL standard, address wastewater treatment requirements, treatment of nitrates in the groundwater, drilling replacement wells and related operational costs, and homeowner costs in dealing with the extremely hard water in the City. Local projects including a tank and pipelines are programmed separately in the CIP. Funding for FY15 includes the first two quarters of JPA contributions, funding for City staff working on the project, and a small amount for miscellaneous related consultant contracts. The remaining construction costs will be paid by the JPA with reimbursement coming from CDPH directly. Woodland cost for construction will be paid in

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

the form of debt service in future years after project completion. Funding for FY16 and FY17 are for staff costs and miscellaneous consultant services.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Groundwater Monitoring Wells	Project Proponent:	Utility Engineering
Project #:	08-29	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

Prior Year Allocation	Fund 210 - Water Enterprise			
	\$66,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$66,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$66,000</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$66,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: This work will include the installation of 3 multi-zone groundwater monitoring wells at various locations throughout the problem to evaluate the water quality from the wells.

Justification These wells are essential to be able continually sample water from separate aquifers utilized by the city. Each of our wells draws water from several individual aquifers. Most of our wells have nitrate levels that are rising and we need to know exactly which aquifer is the problem so we can take measure to limit the problem. The wells would also be utilized to monitor movement of ASR water.

Pertinent Issue: The information received from these monitoring wells will both help us design a plan for addressing nitrate contamination and to properly design new and replacement wells and monitor stored ASR water.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Water Source Security System
Project #: 09-05
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			
	\$255,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$255,000</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Each well site will be evaluated for the appropriate level of security. It is anticipated that wells and the storage tank will have video monitoring, motion sensors, audio warnings to anyone at or in secured areas. This will be linked to a central location for monitoring as needed.

Justification Most of the City's wells are located outdoors without being housed in secured buildings. Expensive generators are located at some of these sites. Our wells could be vandalized or equipment stolen that would reduce water system's reliability. Sites and water could be contaminated.

Pertinent Issue: Other sources of funding are being sought but have not been obtained.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Water System Leak Detection,
Maintenance & Repairs

Project Proponent: Utility Engineering

Project #: 09-23

Project Manager: Tim Busch

MPFP:

Funding Source(s): Fund 210 - Water Enterprise

User Department: Public Works

Project Costs

	<u>Fund 210 - Water Enterprise</u>			
Prior Year Allocation	\$2,732,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$2,528,507	\$0	\$0	\$0
2016-17	\$2,267,500	\$0	\$0	\$0
2017-18	\$2,636,823	\$0	\$0	\$0
2018-19	\$2,708,017	\$0	\$0	\$0
2019-20	\$2,781,133	\$0	\$0	\$0
Subtotal	<u>\$15,653,980</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$15,653,980</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$1,636,576</u>
	Construction Costs:	<u>\$14,017,404</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.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Destroy Old Wells	Project Proponent: Utility Engineering
Project #: 11-10	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	\$62,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$269,068	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$331,068</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$331,068</u>			
Cost Estimate By Category:				
Pre-Design/Environmental/Studies:			<u>\$0</u>	
Design Costs:			<u>\$30,000</u>	
Construction Costs:			<u>\$301,068</u>	
Land Acquisition:			<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Old wells that can no longer be used will be destroyed. This work and the timing of this work will be coordinated with other well rehabilitation and replacement work.

Justification Six old wells will be destroyed to restore the well sites and to prevent contamination of the aquifer. Replacement wells will be drilled prior to the failure of the well being replaced. When the well actually fails the well will be destroyed and the years shown below reflect the projected end of their useful life.

Pertinent Issue: This project proactively maintains the City's water system.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Water Transmission Main (West) - Surface **Project Proponent:** Utility Engineering
Water Local

Project #: 12-05 **Project Manager:** Tim Busch

MPFP:

Funding Source(s): Fund 210 - Water Enterprise **User Department:** Public Works

Project Costs

	<u>Fund 210 - Water Enterprise</u>			
Prior Year Allocation	\$6,449,000	\$0	\$0	\$0
Fiscal Year				
2015-16	(\$2,300,000)	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$4,149,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$4,149,000</u>			

Cost Estimate Pre-Design/Environmental/Studies: \$75,000

By Category: Design Costs: \$450,000

Construction Costs: \$3,709,000

Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: The project involves the construction of a water transmission main from East Street to Ashley Ave along Farmer's Central Road.

Justification This project is needed to convey surface water to the Southwest Tank. It is also needed to convey surface water to the City's distribution pipe network.

Pertinent Issue: Building this piping system will enhance the operation of the Southwest Tank, especially when the treatment plant is operational. While there is not an identified development fee component to this project, there is a funding contribution from development impact fees. As development impact fee revenue is generated, it will be used to pay off the bonds that are used to pay for the Surface Water project.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Water Master Plan Update	Project Proponent:	Utility Engineering
Project #:	14-09	Project Manager:	Tim Busch
MPFP:	Wtr-13	User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

Prior Year Allocation	Fund 210 - Water Enterprise			
	\$100,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$300,000	\$0	\$0	\$0
2016-17	\$200,000	\$0	\$0	\$0
2017-18	\$200,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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/Studies:		<u>\$800,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Prepare a water master plan update.

Justification The water master plan will need to be updated to reflect long-term water sources, development requirements, consistency with the new General Plan, and long-term asset management of water resources.

Pertinent Issue: As the General Plan is developed, it will be necessary to update utility master plans. The Water Master Plan Update will also look into asset management and downtown infill development which has generally not been included in the past.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: ASR Testing and Modeling - Surface Water Local
Project Proponent: Utility Engineering
Project #: 14-13
Project Manager: Tim Busch
MPFP:
Funding Source(s): Fund 210 - Water Enterprise
User Department: Utility Engineering

Project Costs

Prior Year Allocation	Fund 210 - Water Enterprise			
	\$250,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$100,000	\$0	\$0	\$0
2016-17	\$100,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19		\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

TOTAL

Cost Estimate Pre-Design/Environmental/Studies: \$0
By Category: Design Costs: \$450,000
Construction Costs: \$0
Land Acquisition: \$0

ABOUT THE PROJECT:

Project Description: This project involves developing a transport model to determine the storage capacity of the aquifer, degradation of the aquifer due to aquifer storage recharge and geochemical effect of the aquifer storage recharge.

Justification This project is needed to secure a permit to store water in the underground aquifer from the Regional Board. There is the need to comply with the anti-degradation regulation of the Regional Board in order to be able to secure this permit.

Pertinent Issue: There is a need to look for supplementary supply of water during summer when the plant becomes operational in 2016 to meet peak hour demand especially during Shasta critical years. While there is not an identified development fee component to this project, there is a funding contribution from development impact fees. As development impact fee revenue is generated, it will be used to pay off the bonds that are used to pay for the Surface Water project.

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Project Name: New ASR Well Construction	Project Proponent: Utility Engineering
Project #: 15-02	Project Manager: Tim Busch
MPFP:	User Department: Public Works
Funding Source(s): Fund 210 - Water Enterprise	

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$1,200,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$7,300,000	\$0	\$0	\$0
2016-17	\$500,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$500,000</u>
	Construction Costs:	<u>\$8,500,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The new ASR well would replace the existing Well 10 and Well 4 on City owned property adjacent to the existing wells. The project involves drilling a new well at each site and construction of the ASR capable well and pumphouse. The ASR wells are anticipated to utilize the design of Well 28 with minor modifications.

Justification Construction of Aquifer Storage 7 Recovery (ASR) capable wells was evaluated as a component of the surface water project with three ASR wells anticipated initially. Well 28 is an ASR capable well that was completed in 2013. Well 10 and Well 4 are identified as sites for new ASR capable wells to replace the existing aging wells. Well 10 has been offline due to nitrate issues and Well 4 is aging and the well pump is stuck in the casing. The SDWSRF loan for Woodland local facilities as part of the surface water project includes \$3,908,750 for design and construction of ASR wells. DWR also has grant funding available through the IRWM and Proposition 84 to fund selected projects, of which ASR may be eligible. Round 3 of IRWM grant program is anticipated in fall 2014.

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. It should be noted that the amount that is available in the SDWSRF loan is not enough for the two wells that are needed. As other loan related projects are completed staff will evaluate the remaining funds available in order to complete two wells. It is anticipated that the ASWR wells need to be online by the fall of 2016 in order to begin storing surface water in the winter of 2016. Based on this schedule, the project will need to be under design in the fall/winter of 2014 with phase one (downhole) construction in the 2015

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construction season and phase two (above ground) construction in the 2016 construction season. The SDWSRF funds need to be expended within 3 years of authorization, which would be May of 2017.

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Project Name:	Chromium 6 Investigations	Project Proponent:	Utility Engineering
Project #:	15-04	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

Prior Year Allocation	Fund 210 - Water Enterprise			
	\$75,000	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:	Pre-Design/Environmental/Studies:		<u>\$75,000</u>	
	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.

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Project Name:	Recycled Water Program	Project Proponent:	Utility Engineering
Project #:	15-10	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
Fiscal Year				
2015-16	\$6,000,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$6,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$6,000,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$175,000</u>
By Category:	Design Costs:	<u>\$390,000</u>
	Construction Costs:	<u>\$5,425,000</u>
	Land Acquisition:	<u>\$10,000</u>

ABOUT THE PROJECT:

Project Description: The recycled water project includes construction of approximately 20,000 feet of 12" diameter purple pipe and appurtenances, addition of two new pumps at the WPCF effluent wet well, and a new chlorination dosing station. The project alignment will head west from the WPCF along County Road 24/Gibson Road, northwest through the Gibson Ranch development along Farnham Avenue, bored and jacked under Interstate 5 and the Sierra Northern Railroad tracks (west of the existing Home Depot site), and north within existing city easements to Kentucky Avenue. The 12-inch pipeline would be installed primarily within existing street ROW and public utility easements. The project was awarded a \$2 M grant through the 2014 proposition 84 drought emergency IRWM program.

Justification The City of Woodland's Water Pollution Control Facility currently produces Title 22 tertiary treated effluent (wastewater) which is suitable for a wide variety of uses including industrial processes, cooling, and landscape irrigation. Recycled water is an excellent high quality source of water for certain industrial and irrigation uses, reduces the consumer's water costs, and it reduces demands on the potable water system. Use of recycled water will improve the City's water supply reliability by reducing potable demands during the summer months when demands are highest and/or impacted by drought conditions and would assist with drought proofing the City's overall water portfolio. During winter months, use of the recycled water source reduces the demand on the treated surface water supply allowing for increased injections of potable water into the ground through the City's ASR wells. The increased injection of treated surface water into the ASR wells provides additional storage which can be utilized in subsequent droughts.

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Pertinent Issue: The City of Woodland is planning for a diversified water supply portfolio including surface water, groundwater, and local recycled water sources to meet current and future water demands. Currently, the City relies solely on local groundwater sources which are susceptible to drought impacts. Tertiary treated title 22 effluent is an untapped resource which is already being produced at the WPCF. This project will take advantage of this resource and use it to boost the city's water supply and provide added protection during drought conditions. Additionally, a new surface water treatment plant is currently under construction and will supply high quality surface water beginning in summer 2016, which will further improve the quality of the recycled water.

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Dog Gone Alley Water Main Replacement	Project Proponent:	Utility Engineering
Project #:	15-15	Project Manager:	Tim Busch
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise Fund 506 - Measure "E"		

Project Costs

	Fund 210 - Water Enterprise	Fund 506 - Measure "E"		
Prior Year Allocation	\$154,451	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$25,000	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$154,451</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$179,451</u>			
Cost Estimate	Pre-Design/Environmental/Studies:		<u>\$0</u>	
By Category:	Design Costs:		<u>\$15,000</u>	
	Construction Costs:		<u>\$164,451</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Replace approximately 360 feet of 8" diameter water main and appurtenances and replace the pavement in the alley between Walnut Street and Elm Street.

Justification The 8" diameter water main on Dog Gone Alley between Walnut Street and Elm Street was constructed in 1972 and is a cast iron pipe. Approximately 150 feet of the water main and alley pavement were replaced in 2011 heading east from Walnut Street as part of a previous project. The water main needs to be relocated to facilitate construction of the State Theatre project. The cost estimate for this work is \$154,000 and includes design and construction of the watermain relocation and replacement of the concrete pavement in the alley.

Pertinent Issue: Relocation of the existing water main on Dog Gone Alley to facilitate construction of the State Theatre project.

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Project Name:	Annual Water and Sewer Repair & Replacement	Project Proponent:	Utility Engineering
Project #:	15-19	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	\$1,850,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$300,000	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,850,000</u>	<u>\$300,000</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$2,150,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	\$0
By Category:	Design Costs:	\$49,500
	Construction Costs:	\$2,100,000
	Land Acquisition:	\$0

ABOUT THE PROJECT:

Project Description: Repair and replace water mains and laterals in a localized residential area south of Woodland Avenue and east of Cottonwood Street. The project will construct new 8" mains in the street and connect the residences with new polyethylene services. Once completed, the project will result in more reliable water pressure and uninterrupted water service for 147 residences. At the same time, the project identified sewer lateral defects in the same area and will correct sixty sewer laterals. The project was coordinated with transportation engineering, so that the project will be completed prior to the annual road maintenance project.

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.

Pertinent Issue: This is an area with two-inch cast iron water mains located behind sidewalks. These mains are notorious for problems such as breaks and leaks. Beyond service life of pipe (60 years old).

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Project Name: 2016 Annual Water & Sewer Repair & Replacement
Project Proponent: Utility Engineering
Project #: 15-22
Project Manager: Ed Wisniewski
MPPFP:
Funding Source(s): Fund 210 - Water Enterprise
User Department: Community Development

Project Costs

Prior Year Allocation	Fund 210 - Water Enterprise			
	\$150,000	\$0	\$0	\$0
Fiscal Year				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$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 By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$150,000</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Repair and replace water mains and laterals in two localized residential areas; 1) south of Woodland Avenue and east of Cottonwood Street, and 2) South of Lincoln Avenue and east of West Street. The project will construct new eight (8") mains in the street and connect the residences with new polyethylene services. Approximately 11,000 lineal feet of water main will be replaced. Once completed, the project will result in more reliable water pressure and uninterrupted water service for residences. At the same time, the project will identify sewer lateral defects in the same area and will correct as necessary.

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. This project represents the second phase of a 10-year pipe prioritization plan to rehabilitate pipelines within the city that have exceeded their service life. The first phase (2015 project) is currently under construction.

Pertinent Issue: The areas identified for repair/replacement have two-inch (2") cast iron water mains located behind sidewalks. These mains are notorious for problems such as breaks and leaks. The pipelines have exceeded their service life (60 years old). The project was coordinated with transportation engineering, so that the project will be completed prior to the annual road maintenance project.

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Project Name:	Well #24 & #26 Water Main Project	Project Proponent:	Utility Engineering
Project #:	16-09	Project Manager:	Chris Fong
MPFP:		User Department:	Public Works
Funding Source(s):	Fund 210 - Water Enterprise		

Project Costs

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$250,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$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/Studies:	\$0
By Category:	Design Costs:	<u>\$250,000</u>
	Construction Costs:	<u>\$0</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: Wells #24 and #26 are nearest to the transmission main and are best suited to blend native groundwater with surface water prior to entering the distribution system. The project entails extending water main to directly connect both wells to the transmission main without any connection to the distribution system. The total linear feet of the project is approximately 4,000 LF. Piping reconfiguration will be necessary at both well sites along with landscaping work to restore disturbed surfaces.

Justification The State of California's new MCL for hexavalent chromium generally precludes the long term use of the existing groundwater wells directly into the water distribution system. There are additional water quality issues with using the existing ground water wells directly into the distribution system, including hardness and nitrates. It is the desire of the City to provide equal quality drinking water to all City water users upon conversion to surface water. The water quality issues including, hexavalent chromium, nitrates, and hardness, can be blended to lower levels with the surface water.

This project is included as part of the local projects work as part of the overall surface water project. The California Department of Public Health/State Water Resources Control Board has executed a Finance Agreement with the City of Woodland (Installment Sale Agreement) for Surface Water Project - Local Facilities/Safe Drinking Water State Revolving Fund Project Agreement No. 5710006-009C in the amount of \$35,503,088.

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Pertinent Issue: The City will balance the use of surface water, stored ASR water, and native groundwater to supply high quality water to the City during all supply/demand scenarios. During periods of high demand or reduced surface water supply, native groundwater is needed to meet City water supply needs. Blending well water with surface water reduces the concentrations of hexavalent chromium, nitrates, and hardness to acceptable levels. A blending ratio of 3:1 surface water to groundwater is necessary to meet water quality requirements for hexavalent chromium.

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Project Name: ASR Wells	Project Proponent: Utility Engineering
Project #: 17-05	Project Manager: Tim Busch
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
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$1,232,000	\$0	\$0	\$0
2017-18	\$4,325,000	\$0	\$0	\$0
2018-19	\$4,225,000	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$9,782,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$9,782,000</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	<u>\$0</u>
By Category:	Design Costs:	<u>\$890,000</u>
	Construction Costs:	<u>\$8,892,000</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: This project will consist of converting existing wells to fully functional ASR wells or replacing existing wells with ASR wells. Wells 15S and 22G were designed to require minimal improvements to be converted to fully functional ASR wells and may be evaluated for conversion.

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. Well 28 is an ASR capable well that was completed in 2013. Well 29 and Well 30 will be completed om 2017 as new ASR capable wells to replace existing aging wells.

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. It is anticipated that the remaining 2 ASR wells need to be online by the fall of 2019 to complete the program and store sufficient water. Based on this schedule, the project will need to be under design in the fall/winter of 2017 with phase one (downhole) constructin in 2018.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Recycled Water Master Plan	Project Proponent:	Utility Engineering
Project #:	17-07	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			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$100,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$100,000</u>			
Cost Estimate By Category:	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

ABOUT THE PROJECT:

Project Description: Develop a master plan for the expansion of recycled water service. Plan will include evaluation of firm capacity of recycled water system, prioritize expansion areas, and allocate capacity to expansion areas. Budget is also included for planning efforts to bring on new customers, including engineering reports for an estimated 3 new customers.

Justification The new Recycled Water utility will begin operation in FY17. A recycled water master plan is a necessary part of a properly planned expansion of the Recycled Water Utility.

Pertinent Issue: Plan for expansion of recycled water in Woodland.

CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	West Street Water Main Upgrade	Project Proponent:	Utility Engineering
Project #:	17-08	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			
	\$0	\$0	\$0	\$0
<u>Fiscal Year</u>				
2015-16	\$0	\$0	\$0	\$0
2016-17	\$1,951,300	\$0	\$0	\$0
2017-18	\$2,004,000	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0
2019-20	\$0	\$0	\$0	\$0
Subtotal	<u>\$3,955,300</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$3,955,300</u>			

Cost Estimate	Pre-Design/Environmental/Studies:	\$0
By Category:	Design Costs:	\$360,000
	Construction Costs:	<u>\$3,595,300</u>
	Land Acquisition:	<u>\$0</u>

ABOUT THE PROJECT:

Project Description: The project generally includes replacement of the existing water main on West Street from the transmission main on the south border of the City to Cross Street. The water main would be increased in diameter from 10-inch to 16-inch, this change will more than double the capacity of the pipeline. The length of the project is approximately 6,000 feet.

Justification Two ASR wells are under construction in 2016 in the western part of the City and a 3rd well is planned in the area for construction in 2018/19. The new wells each have a high capacity for injecting water into the aquifer and also for extraction to the distribution system. Additional pipeline capacity is needed to convey the higher flows from the transmission main to near the wells. Without the additional pipeline capacity, low water pressures would be experienced in the neighborhoods surrounding when the wells are injecting into the aquifer.

Pertinent Issue: Additional water conveyance capacity is needed between the transmission main and the ASR wells to minimize water pressure disruptions when the ASR wells are injecting water into the aquifer.

DEBT SERVICE SCHEDULE

Debt Type	Name	Original Amount	Outstanding Principal 6/30/16	Annual Debt Service (Principal & Interest)	Year of Final Payment	Final Interest Rate	Source of Repayment	Use of Proceeds
Revenue Bond	2009 Wastewater Revenue Bonds	\$ 12,115,000	\$ 10,390,000	\$ 930,125	2032	5.000%	Sewer enterprise revenues	Sewer line rehab, WPCF equipment replacement, trunk line repairs and sludge pond conversion
Revenue Bond	2011 Water Revenue Bonds	\$ 18,815,000	\$ 17,175,000	\$ 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	2012 Refunding Lease Revenue Bonds	\$ 5,296,700	\$ 1,338,400	\$ 1,055,500	2018	2.620%	Park development fees; SLIF	Refunding of 2007 Lease Revenue Bonds, which constructed the Sports Park and Community Senior Center Phase II
Revenue Bond	Wastewater Revenue Bonds, Refunding Series 2014 (Junior Lien)	\$ 33,825,000	\$ 31,775,000	\$ 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	\$ 13,232,335	\$ 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	Water Revenue Commercial Paper Notes	\$ 38,000,000	\$ 29,482,000	varies	2017	varies	Water enterprise revenues	Interim funding for the Surface Water project
Mello-Roos	Gibson Ranch CFD Refunding Bond, Series 2004	\$ 2,510,000	\$ 1,670,000	\$ 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	\$ 7,760,000	\$ 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 2014	\$ 29,805,000	\$ 27,645,000	\$ 2,176,800	2034	4.400%	Special assessments in Spring Lake	Refunding of 2004-1 CFD, which constructed backbone infrastructure in Spring Lake
Mello-Roos	Spring Lake Subordinate Special Tax Series 2013A	\$ 1,506,300	\$ 1,506,300	\$ 105,441	2043	7.000%	Special assessments in Spring Lake	Contribution toward backbone infrastructure in Spring Lake
Mello-Roos	Spring Lake Subordinate Special Tax Series 2013B	\$ 1,226,900	\$ 1,212,800	\$ 99,900	2043	7.000%	Special assessments in Spring Lake	Contribution toward backbone infrastructure in Spring Lake
Mello-Roos	Spring Lake Subordinate Special Tax Series 2013C	\$ 2,902,500	\$ 2,902,500	\$ 236,400	2044	7.000%	Special assessments in Spring Lake	Contribution toward backbone infrastructure in Spring Lake
Mello-Roos	Spring Lake Subordinate Special Tax Series 2013D	\$ 2,256,000	\$ 2,256,000	\$ 183,700	2044	7.000%	Special assessments in Spring Lake	Contribution toward backbone infrastructure in Spring Lake
Mello-Roos	Spring Lake Subordinate Special Tax Series 2013E	\$ 505,800	\$ 505,800	\$ 41,200		7.000%	Special assessments in Spring Lake	Contribution toward backbone infrastructure in Spring Lake
Mello-Roos	Spring Lake Subordinate Special Tax Series 2015F	\$ 2,842,900	\$ 2,842,900	\$ 231,600	2045	7.000%	Special assessments in Spring Lake	Contribution toward backbone infrastructure in Spring Lake
Loan	California Department of Public Health	\$ 7,419,500	\$ 6,688,284	\$ 473,757	2033	2.507%	Water enterprise revenues	Installation of Water Meters
Loan	California Department of Public Health	\$ 31,503,088	\$ 18,150,553	\$ 1,617,740	2038	1.788%	Water enterprise revenues	Local projects for Surface Water project
Loan	California Department of Public Health	\$ 111,358,449	\$ 87,485,112	\$ 6,671,460	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	\$ 14,792,912	\$ 852,508	2046	1.900%	Sewer enterprise revenues	WPCF aeration project
Lease	Sun Trust Equipment Lease #4	\$ 650,000	\$ 141,993	\$ 85,491	2018	4.220%	Enterprise fund, transportation fund contributions	Purchase of vector truck, dump truck, backhoe
Lease	Sun Trust Equipment Lease #5	\$ 586,000	\$ 104,250	\$ 72,592	2017	5.100%	Enterprise fund, transportation fund contributions	Purchase of dump truck, asphalt truck, stencil paint truck
Lease	Oshkosh Capital Lease	\$ 2,262,524	\$ 1,644,017	\$ 260,082	2023	2.400%	General fund contributions	Purchase of fire apparatus
Lease	Oshkosh Capital Lease #2	\$ 1,138,496	\$ 1,041,494	\$ 136,963	2024	3.500%	General fund contributions	Purchase of fire apparatus
SUCCESSOR AGENCY DEBT								
Tax Allocation Bond	Redevelopment Tax Allocation Bonds Series 2007A	\$ 7,295,000	\$ 7,295,000	\$ 341,153	2035	4.875%	Redevelopment Property Tax Trust Fund Payments	Refunding of the 1996 Tax Allocation Bonds, construction of various redevelopment related projects
Tax Allocation Bond	Redevelopment Tax Allocation Bonds Series 2007B (Federally Taxable)	\$ 1,680,000	\$ 10,000	\$ 237,500	2016	6.000%	Redevelopment Property Tax Trust Fund Payments	Construction of various redevelopment related projects
Loan	Cal HFA Loan	\$ 1,000,000	\$ 938,224	\$ 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	\$ 1,550,000	\$ 1,861,872	\$ 100,000	2024	3.000%	Redevelopment Property Tax Trust Fund Payments	Passed through for construction of Heritage Oaks Apartments
Loan	Cal HFA Loan	\$ 1,250,000	\$ 1,591,726	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 E 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 Fund, Dental/Vision Fund, Disability Program Fund, General Liability Insurance Fund 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:

Financial Policies

- 4.1.1.1 Limiting investment to the safest types of securities;
- 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.

4.2 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 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.

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

Financial Policies

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:

- 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

Financial Policies

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.

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.

Financial Policies

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 \$100,000 of a certificate of deposit is guaranteed by the Federal Deposit Insurance Corporation (FDIC). CD's with a face value in excess of \$100,000 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 AA or better by Moody's and Standard & Poor's volatility risk rating services.

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.

9.0 INVESTMENT PARAMETERS:

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 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.

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

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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.

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Expenditures

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.

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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)

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that are legally restricted to expenditure for specified purposes.

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.