

# CITY OF WOODLAND

ADOPTED BUDGET

FISCAL YEAR 2014-2015



# CITY OF WOODLAND

**FISCAL YEAR 2014-2015**

**ADOPTED BUDGET**

## MEMBERS OF THE CITY COUNCIL

**Marlin H. "Skip" Davies, Mayor**

**Tom Stallard, Vice-Mayor**

**William L. Marble, Council Member**

**Jim Hilliard, Council Member**

**Sean Denny, 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, Finance Analyst

Lynn Johnson, Senior Analyst

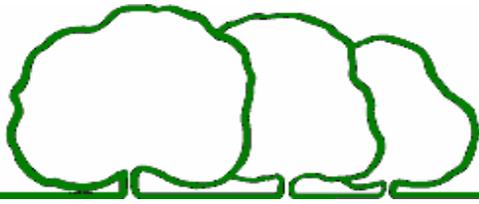
Jennifer Robinson, Secretary to City Manager

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



# City of Woodland

July 1, 2014

Honorable Mayor and Members of the City Council:

Presented herein is the City's Adopted Budget for fiscal year 2014-2015.

The adopted spending plan totals \$153.67 million, supporting city operations, capital projects and debt service obligations. The budget includes a set of specific funding recommendations totaling \$1.66 million, including \$1.37 million in one-time funding and \$279,618 in ongoing budget augmentations, and supports a staffing level of 278 full-time equivalent positions. This staffing level represents an increase of two positions over the prior year, and remains at 93 positions fewer than FY2007-08 levels.

The General Fund budget, totaling \$43.3 million, as adopted, represents essentially a "flat" budget from fiscal year 2013-2014 Mid-year Estimate and includes Measure J funding expenses. The overall budget, including specific funding recommendations to meet selected priority needs will result in an anticipated year-end fund balance in the General Fund of \$7.32 million (21.1%), or \$2.82 million above the Council's policy level of 13%.

The adopted FY2014-15 Capital Improvement Program budget includes funding recommendations totaling \$43.62 - 86% of which (\$37.52 million) funding for capital projects within our water and sewer utilities, and \$3.38 million represents the 2014-15 Measure E funding allocations approved by the Council earlier in the budget process.

The budget represents the third year of implementation of framework designed to achieve the Council's goal of fiscal stability. This budget, for the first time in six years, does not implement program, service and staffing reductions. However, while the city has made significant progress in reducing the structural budget deficit, managing personnel costs and addressing significant unfunded liabilities, more work will be needed over the next two years. This not only likely includes implementation of additional budget-balancing measures, but also includes adoption of a new General Plan, and targeted investment in infrastructure and initiatives to support economic development opportunities.

While the fiscal and economic outlook has improved, the city is thus far largely experiencing a very modest economic recovery which lags regional and statewide growth rates. The short-term economic outlook may also be further hampered by the potentially significant impact of the current drought on our agriculture-based businesses. For these reasons, the budget necessarily incorporates very

Manager’s Transmittal

conservative revenue estimates, which severely limits 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 has been developed consistent with the budget framework developed over the past two fiscal years as well as specific feedback provided by the City Council through its regular quarterly budget updates and the most recent Spring Budget Workshop held this past March.

In general, funding recommendations within this adopted budget are tailored to help address specific Council and community priorities and, in some cases, build upon discretionary funding allocations provided in the current year budget. Examples include one-time funding recommended in the areas of energy efficiency and sustainability, tree pruning and facilities replacement and deferred maintenance needs. New one-time allocations were recommended in support of the planned November election, crime prevention technology, economic development and completion of the update to the city’s General Plan. The single largest recurring expenditure included in the FY2014-15 budget represents local matching funds associated with an application for a Department of Justice police hiring grant.

The following summarizes the specific set of General Fund recommendations, including \$959,000 in one-time appropriations and \$240,018 in ongoing funding augmentations.

**FY2014-2015 FUNDING RECOMMENDATIONS**

	<b>Fund 101</b>	
	<b>One-time</b>	<b>Ongoing</b>
Elections	\$85,500	
Energy Efficiency	\$100,000	
Facilities	\$200,000	
PD Technology	\$50,000	
Economic Development Efforts	\$200,000	
General Plan	\$72,000	
Downtown Support	\$50,000	
Fire Confined Space Training Overtime	\$20,000	
CSD Special Events	\$25,000	
Re-Establish Cyclical Pruning	\$100,000	
PD Staff Over-Hire	\$50,000	
Citywide Emergency Services	\$6,500	
COPS Grant Match		\$115,000
JPA		\$40,000
CSD Recreation/Aquatic Coordinator Position		\$30,000
CDD Full-Time Code Enforcement Officer		\$55,018
<b>Total</b>	<b>\$959,000</b>	<b>\$240,018</b>
		<b>\$1,199,018</b>

Manager’s Transmittal

FY2014-15 funding recommendations across all other funds bring the total across all funds to \$1.66 million, including \$1.37 million in one-time funding and \$279,618 in ongoing budget augmentations.

**FY2014-2015 FUNDING RECOMMENDATIONS**  
**STAFF RECOMMENDATION**

	Fund 010		Fund 015		Fund 091		Fund 210		Fund 353		Fund 506	
	Equip Replacement Fund		Tech Svcs Fund		Self Insurance Fund		Water Enterp Fund		Prop 172 Fund		Measure E Fund	
	One-time	Ongoing	One-time	Ongoing	One-time	Ongoing	One-time	Ongoing	One-time	Ongoing	One-time	Ongoing
Well Extensions For five (5) Wells	\$17,000						\$50,000					
Reflective Thermo Applicator for Signs & Markings			\$20,000									
IT- Backbone Fiber Project			\$20,000									
IS- RSA Two Factor Authentication									\$16,000			
K-9 Replacement											\$18,000	
New Main Electrical Distribution Panel - Crawford Park					\$79,200							
Police EVOG training											\$25,000	
Upgrade Infrastructure at Camarena Field											\$125,000	
New TOT Playground Equipment												
Tyler Recreation Software			\$40,000									
IT- Replacement Edge Firewall			\$20,000									
IT-Eden Support Plus Services				\$7,500								
Fire Wildland Gear Replacement									\$5,000			
IT- GIS Aerial Imagery				\$12,000								
<b>Total</b>	<b>\$17,000</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$19,500</b>	<b>\$79,200</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$21,000</b>	<b>\$0</b>	<b>\$168,000</b>	<b>\$0</b>
		<b>\$17,000</b>		<b>\$119,500</b>		<b>\$79,200</b>		<b>\$50,000</b>		<b>\$21,000</b>		<b>\$168,000</b>

Significant Progress across all Council Goal Areas

In presenting a spending plan for the next fiscal year to continue advancing specific City Council priorities, it is appropriate to highlight some of the key accomplishments from the past year. Within the area of long-term fiscal stability, the city has made significant progress – working with its represented employee groups – to restructure labor agreements, reducing costs, and sharing in the long-term risk associated with rising health and pension costs. The city also implemented meaningful pension reform. Most recently, the city successfully lobbied the CalPERS Board to have contract agencies in Yolo County moved from the Bay Area region to the Sacramento Region for purpose of establishing health insurance premiums. While this is anticipated to result in 10%-15% savings once the 2015 CalPERS health rates are announced, the proposed budget does not yet factor in any savings from this significant action.

Over the past two years, the City has also begun to set aside funds to address unfunded liabilities across several areas, the most significant being costs of retiree medical benefits. Last year the city allocated \$1 million to establish an OPEB Trust Fund as we begin to increase annual funding contributions from the traditional pay-as-you-go to pre-funding on an actuarial basis. This year’s budget again augments funding for retiree medical benefits as we move closer to funding on an actuarial basis.

Significant progress has also been made in several major infrastructure projects, most notably the Davis-Woodland water supply project. While the JPA successfully secured a favorable contract for the design-build-operate contract to deliver treated surface water from the Sacramento River to our community, city staff was successful in securing extremely favorable funding from the California Department of Public Health State Revolving Loan.

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. The Army Corps of Engineers is scheduled to receive funding in this year’s federal budget in support of our feasibility study while progress is also being made on a companion study being undertaken by the State Department of Water Resources.

## Manager's Transmittal

Among the common themes across many of our infrastructure investments are building for the future, regulatory compliance and economic development. Specific to the latter, the city, acting as a successor agency to the former Redevelopment Agency was successful in navigating the dissolution process, culminating with receipt of our certificate of completion from the State Department of Finance and approval to access our unexpended RDA bond proceeds. These funds will be a critical tool in completing several of the projects within the downtown that were originally envisioned by the former Redevelopment Agency.

As we advance the budget for FY2014-15, 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 program and services. Among the areas of particular focus for FY2014-15 include economic development, public safety and restoring programs and services for our youth. The cornerstone of our adopted budget is the array of youth initiatives funded by Measure J (quarter-cent sales tax extension measure) which was successfully passed by voters on June 3, 2014.

It is the overall goal of the Adopted Budget and long-term financial plan of the City to ensure that the City of Woodland can continue to deliver quality programs and services, invest in the future of the community, while sustaining a fiscally prudent budgetary framework.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Paul Navazio", with a long horizontal flourish extending to the right.

Paul Navazio  
City Manager

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**CITY COUNCIL PRIORITY GOALS  
2012-2014**

Soon after their official seating in July 2012, the current City Council participated in a series of study sessions specifically focused on establishing priority goals for 2012-2014. This goal-setting discussion was set in motion by Mayor Davies, wherein in his inauguration address he offered six overall goals for the Council to focus on during his two-year term as mayor. The City Council largely endorsed the goals set forth by Mayor Davies, and worked collaboratively to formulate the City Council Priority Goals for 2012-2014 as summarized for Council on November 6, 2012.

The Council selected six Major Goal Areas for focus over the two year period and established key milestones for FY2014.

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

**Quality of Life**

Maintain and enhance Woodland's quality of life by ensuring the highest level of public safety, promoting a wide range of parks and recreational facilities and activities, and provision of exceptional public services, consistent with community expectations.

**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 reserving 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.

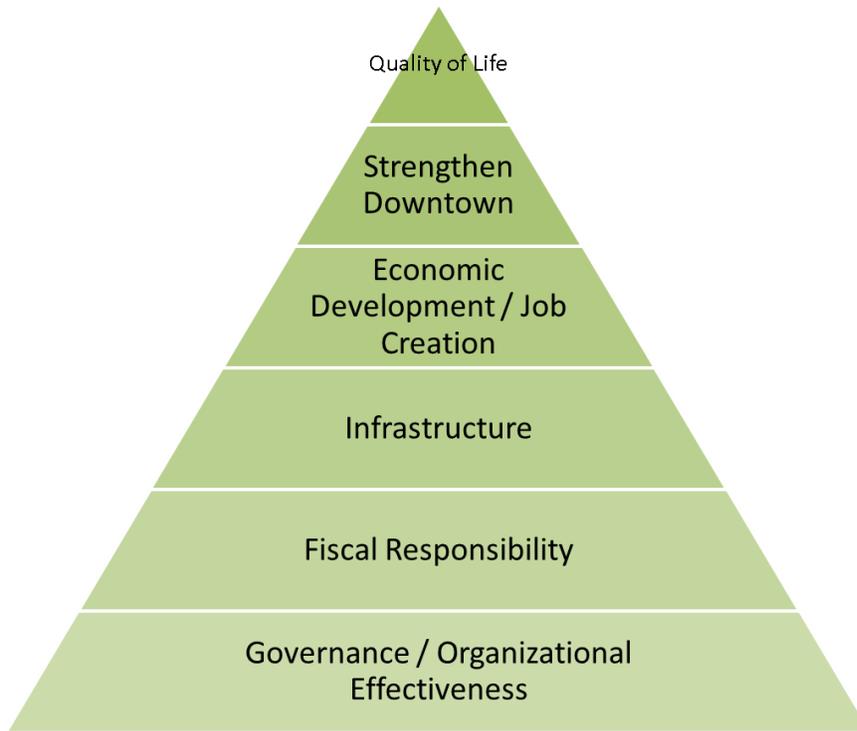
### **Fiscal Responsibility**

Maintain a 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.

### **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**



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

## **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. Departments Directors are responsible for ensuring those expenditures 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 Projects (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 and the Human Resources Department.

Human Resources – This is a support department 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 department 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 2014-2015  
SUMMARY OF REVENUES BY FUND

FUND NO	TITLE	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	UNAUDITED ACTUAL FY 2013-2014	ADOPTED BUDGET FY 2014-2015
010	EQUIPMENT SERVICES	\$ 2,811,038	\$ 2,930,340	\$ 4,367,160	\$ 2,603,073
011	FACILITIES REPLACEMENT FUND	0	0	386,880	361,880
012	EQUIPMENT REPLACEMENT	0	0	0	3,727,056
013	BENEFITS FUND	5,976,306	6,201,360	6,666,346	6,179,749
015	INFORMATION SYSTEMS FUND	1,436,334	1,218,279	1,350,263	1,570,603
091	SELF INSURANCE	1,972,000	1,917,564	1,777,240	1,780,206
099	DISBURSE FUND-PR	3,516	3,752	0	0
101	GENERAL FUND	38,522,376	40,808,594	42,238,931	40,911,103
102	TRANS DEBT SVC	6,019	6,858	0	0
103	SRTD AGENCY FUND	0	0	105,294	0
210	WATER ENTERPRISE FUND	11,114,002	14,749,708	21,023,844	40,543,528
220	SEWER ENTERPRISE FUND	10,503,543	10,686,277	12,224,221	20,142,781
221	STORM DRAIN ENTERPRISE FUND	9,576,957	568,216	382,366	509,882
222	WASTEWATER PRE-TREATMENT	400,689	409,181	423,878	518,500
240	CEMETERY	274,277	283,663	288,886	295,229
241	DUBACH PARK ENTERPRISE	595,029	0	0	0
250	RECYCLING	400,918	394,945	205,776	240,111
252	CONSTRUCTION/DEMOLITION DEBRIS RECYCLE	19,217	49,364	41,600	27,500
253	YOUTH CENTER ENTERPRISE	313,968	350,086	280,022	259,953
260	FIRE TRAINING CENTER	1,528	74,979	0	0
280	TRANSIT SYSTEM	1,292,898	1,503,046	1,331,914	1,409,043
301	LITERACY GRANT	115,324	106,093	87,115	91,000
320	COMMUNITY DEVELOPMENT BLOCK GRANT	756,335	254,613	548,966	479,036
321	OFFSITE AFFORDABLE HOUSING	3,067	16,319	173,645	2,500
322	SUPPORTIVE HOUSING PROGRAM	187,726	253,993	239,975	201,188
323	HOME GRANT	802,984	343,771	94,619	30,000
324	HOUSING ASSSITANCE GRANTS	9,820	207	0	0
325	WORKFORCE HOUSING GRANT	311	239	0	0
326	HOUSING ASSSITANCE	9,144	34,666	20,509	0
328	CDBG - ARRA FUNDS	7,369	0	0	0
329	ARRA GRANT PROJECTS	313,726	151,686	0	115,000
340	POLICE GRANT	29,699	35,965	18,779	4,294
349	LOCAL LAW ENFORCEMENT BL	4	0	0	0
350	COPS MORE TECH GRANT	26	0	0	0
351	TRANSPORTATION GRANT	4,534,660	1,648,342	1,136,093	911,590
352	SLESF	156,892	64,480	111,812	117,642
353	PROPOSITION 172	406,411	471,697	441,332	400,500
354	TRANS DEVELOPMENT (SB325)	1,681,537	1,380,551	1,420,157	1,703,364
355	GAS TAX-2106 (SELECT)	\$ 1,639,165	\$ 1,368,115	\$ 1,755,048	\$ 1,453,246

Budget Summary

ADOPTED BUDGET 2014-2015  
SUMMARY OF REVENUES BY FUND

	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	UNAUDITED ACTUAL FY 2013-2014	ADOPTED BUDGET FY 2014-2015
356 CEMETERY ENDOWMENT FUND	\$ 12,395	\$ 9,842	\$ 12,296	\$ 14,249
357 ASSET FORFEITURE FUND	1,715	14,987	17,264	25,100
358 HOUSING MONITORING FUND	16,944	13,772	11,906	12,500
359 FIRE SUPPRESSION DISTRICT	73,887	88,014	228,425	66,000
360 FIRE SAFER GRANT	456,337	875,130	0	0
365 ENVIRONMENTAL COMPLIANCE	0	0	450,633	284,500
379 HISTORIC WALKING TOUR	1,122	1,585	1,230	1,898
381 GIBSON RANCH L&L	629,280	630,040	639,823	642,400
383 N PARK L&L DISTRICT	26,674	26,665	26,586	26,790
384 SP ASSESS STREND PD LAND	14,376	14,337	14,270	14,897
385 TRAFFIC CONGESTION RELIEF	0	0	0	0
386 USED OIL RECYCLING GRANT	23,189	18,507	16,722	14,350
387 WOODLAND WEST L&L	20,137	18,491	19,264	19,691
389 SPRINGLAKE L&L	543,646	669,364	686,129	665,930
391 SPORTS PARK O&M CFD	228,289	221,504	309,991	176,800
392 GATEWAY L&L	88,433	70,557	76,432	90,393
501 CAPITAL PROJECTS	316,726	639,954	196,286	294,248
502 STATE BOND ACT - PARKS PRJS	446,979	222,256	171,665	0
506 MEASURE "E"	3,719,536	4,435,640	4,402,515	4,379,579
510 GENERAL CITY DEVELOPMENT	52,364	90,846	109,261	153,810
520 REDEVELOPMENT AGENCY	317,593	0	0	0
521 RDA - LOW/MOD HOUSING	5,995	0	0	0
522 RECOGNIZED OBLIGATION FUND	-6,327,948	1,846,868	922,801	956,161
540 PARKS & RECREATION DEVELOPMENT	4,702,017	1,861,636	1,860,177	2,564,886
541 PARK IN-LIEU FEES	192,365	233,559	0	104,000
550 POLICE DEVELOPMENT FUND	1,965,609	90,066	144,014	194,264
560 FIRE DEVELOPMENT	30,385	85,707	166,268	213,504
570 LIBRARY DEVELOPMENT	15,357	19,248	6,252	10,454
580 SURFACE WATER DEVELOPMENT	40,255	163,484	444,400	456,192
581 STORM DRAIN DEVELOPMENT	1,143,061	67,460	73,562	25,000
582 ROAD DEVELOPMENT	211,371	415,596	830,442	1,021,792
583 TREE RESERVE	55	34	0	50
584 WATER DEVELOPMENT FUND	21,996	38,736	69,854	79,584
585 SEWER DEVELOPMET FUND	10,887,175	1,782,529	1,286,986	996,254
590 SOUTHEAST AREA CONTRUCTION	335	258	0	38
593 GIBSON RANCH INFRASTRUCTURE	123,426	148,583	0	4,000
594 SPRING LAKE CAPITAL	133,778	84,161	0	0
599 MASTER CAPITAL FUND	0	0	0	0
601 SPRINGLAKE ADMINISTRATION	64,780	89,448	249,456	0
640 SLIF PARKS & RECREATION	\$ 278,469	\$ 386,880	\$ 1,087,392	\$ 174,811

Budget Summary

ADOPTED BUDGET 2014-2015  
SUMMARY OF REVENUES BY FUND

	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	UNAUDITED ACTUAL FY 2013-2014	ADOPTED BUDGET FY 2014-2015
681 SLIF STORM DRAIN FUND	\$ 396,550	\$ 654,746	\$ 1,601,603	\$750,000
682 SLIF STREET IMPROVEMENT	282,891	988,939	2,474,655	0
684 SLIF WATER FUND	81,251	138,066	340,156	507,491
685 SLIF SEWER FUND	130,110	217,740	529,729	0
815 2002 LEASE REVENUE BOND	1,385,481	1,614,810	1,206,440	0
821 RDA 2007 TAB	268	750,218	0	0
822 SUCCESSOR AGENCY DEBT SERVICE	0	0	0	0
830 SOUTHEAST AREA DEBT SERVICE	1,407,741	1,400,820	1,897,757	1,341,192
831 SOUTHEAST AREA-RES FUND	140	520	11	302
840 BEAMER/KENTUCKY ASSESSMENT	374,726	57,320	0	0
841 BEAMER/KENTUCKY ASSESS-R	391	300	0	0
850 EAST MAIN ST ASSESS DIST 90	1,299,205	1,284,138	1,262,310	1,286,972
851 EAST MAIN ST ASSESS DIST-R	454	353	323	192
870 CFD#2 SPRINGLAKE DEBT SERVICE	2,424,500	2,631,029	35,309,944	2,430,023
880 2005 CAPITAL PROJECTS L/R	2,060,674	1,636,847	1,401,994	0
881 2007 CAPITAL PROJECTS LRB	6,367,758	0	0	0
882 2012 LEASE REFUNDING	0	1,056,288	1,056,517	1,058,503
883 2014 REFUNDING LEASE REV BONDS	0	0	113,323	1,537,079
885 WWTP REVENUE BONDS 2005	852,524	503,675	501,803	0
915 RECREATION CONTRACT TRUST	142	109	0	0
917 LIBRARY TRUST FUND	55,102	23,598	4,357	2,039
990 GENERAL FIXED ASSETS	0	0	0	0
<b>TOTAL ALL FUNDS</b>	<b>\$ 133,472,826</b>	<b>\$ 116,058,650</b>	<b>\$ 161,375,892</b>	<b>\$ 149,187,415</b>

Budget Summary

**GENERAL FUND REVENUE  
DETAIL BY CATEGORY**

REVENUE SOURCE	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	UNAUDITED ACTUAL FY 2013-2014	ADOPTED BUDGET FY2014-2015
<b>PROPERTY TAXES</b>				
PROPERTY TAX CY SECURED	\$ 8,283,876	\$ 8,187,084	\$ 8,352,558	\$ 8,826,834
SUPPLEMENTAL TAX ROLL	45,196	53,816	225,661	24,783
PROPERTY TAX CY UNSECURED	361,725	392,851	363,106	372,026
PROPERTY TAX PY UNSECURED	3,975	4,723	9,255	6,905
SPECIAL ASSMNT COLLECTION	15,613	17,046	12,142	16,071
<b>Sub-Total Property Taxes</b>	<b>8,710,385</b>	<b>8,655,521</b>	<b>8,962,721</b>	<b>9,246,619</b>
<b>SALES/OTHER TAXES</b>				
FORMER RDA PASS THRU	0	99,607	0	0
SALES & USE TAX	9,173,956	10,666,123	10,603,087	10,733,391
TIMING ADJUSTMENTS			322,984	-231,496
SPEC DIST SALES TAX (MEASURE E)	4,005,406	4,408,254	4,402,515	4,552,258
MEASURE V	1,969,691	2,136,653	2,177,821	564,919
MEASURE J	0	0	0	1,694,758
HOTEL/MOTEL TAX	1,026,048	969,055	1,083,211	925,068
TOT PASS THRU	-249,814	-275,378	-213,677	-194,264
DOCUMENT STAMP TAX	205,435	343,664	298,288	215,000
<b>Sub-Total Other Taxes</b>	<b>16,130,721</b>	<b>18,347,977</b>	<b>18,674,229</b>	<b>18,259,634</b>
<b>STATE SUBVENTIONS</b>				
STATE MOTOR VEHICLE IN LIEU	3,767,051	3,719,377	3,780,988	3,876,848
STATE MANDATED COST REIMB	3,873	34,289	11,642	0
STATE HOME OWNER PROPERTY TAX	126,642	124,353	122,390	130,000
<b>Sub-Total State Subventions</b>	<b>3,897,565</b>	<b>3,878,019</b>	<b>3,915,021</b>	<b>4,006,848</b>
<b>PERMITS, FEES &amp; CHARGES</b>				
BUSINESS LICENSE	338,364	365,426	366,276	340,000
DISABILITY ACCESS & EDUC REVOLVING	0	1,111	2,026	0
VARIANCE FEE & USE PERMIT	31,853	51,900	62,184	50,000
LIABILITY ACCOUNT REVENUES	104,765	35,392	36,481	27,283
"ZONE CHG, GEN PLAN AMMEND"	1,574	1,817	2,001	0
TENTATIVE MAPS	4,230	4,380	6,588	4,392
SUS GREEN BLDG STANDARDS	-895	-193	405	0
PLAN CHECK FEE	\$ 56,259	\$ 86,607	\$ 101,727	\$ 70,000

Budget Summary

**GENERAL FUND REVENUE  
DETAIL BY CATEGORY**

<b>REVENUE SOURCE</b>	<b>ACTUAL FY 2011-2012</b>	<b>ACTUAL FY 2012-2013</b>	<b>UNAUDITED ACTUAL FY 2013-2014</b>	<b>ADOPTED BUDGET FY2014-2015</b>
BUILDING PERMITS	\$ 294,496	\$ 437,745	\$ 579,826	\$ 317,083
PLUMBING PERMITS	36,041	82,640	75,610	53,189
ELECTRICAL PERMITS	36,180	107,553	65,369	47,207
MECHANICAL PERMITS	31,546	63,405	47,052	42,041
INSPECTION FEE	54,510	59,573	335,307	36,125
PLAN CHECK FEE	9,631	191,813	198,416	84,596
ENCROACHMENT PERMIT	23,208	41,699	48,231	26,010
TRANSPORTATION PERMIT	20,588	15,088	12,718	17,500
PLANNING FEE	8,215	19,352	9,644	2,408
LIABILITY ACCOUNT REVENUES	110,511	169,243	105,288	79,589
ENG MAP CHK FEES	0	37,014	32,103	13,000
SUBDIVISION INSPECTIONS	4,100	9,638	0	102,000
<b><i>Sub-Total Community Development</i></b>	<b>1,165,177</b>	<b>1,781,203</b>	<b>2,087,251</b>	<b>1,312,421</b>
PLAN CHECK FEE	0	0	0	0
RED CROSS COURSE FEE	2,191	0	3,789	500
<b><i>Sub-Total Community Services</i></b>	<b>2,191</b>	<b>0</b>	<b>3,789</b>	<b>500</b>
BUSINESS LICENSE	7,693	8,065	8,077	6,267
PLANNING FEE	708	968	613	1,415
BICYCLE LICENSE	408	324	36	358
MASSAGE PERMITS	2,834	1,080	2,540	2,184
TAXI CAB PERMITS	824	515	430	860
FIRE ALARM RECOVERY	2,996	9,279	4,048	2,000
FIRE RECOVERY USA	2,375	305	0	0
LIABILITY ACCOUNT REVENUES	0	0	0	1,000
INSPECTION FEE	13,744	16,297	33,597	17,000
PLAN CHECK FEE	70,656	74,977	89,034	65,000
BUSINESS LICENSE	1,209	1,325	1,302	1,302
PLANNING FEE	708	968	613	415
FIRE PERMITS	102,969	114,889	85,367	110,000
FIRE - COUNTY SERVICES	13,149	13,168	22,727	17,000
<b><i>Sub-Total Public Safety</i></b>	<b>220,272</b>	<b>242,160</b>	<b>248,385</b>	<b>224,801</b>
STRONG MOTION INSPEC FEE	-6,859	0	0	0
APPEAL FEE	476	724	247	0

Budget Summary

**GENERAL FUND REVENUE  
DETAIL BY CATEGORY**

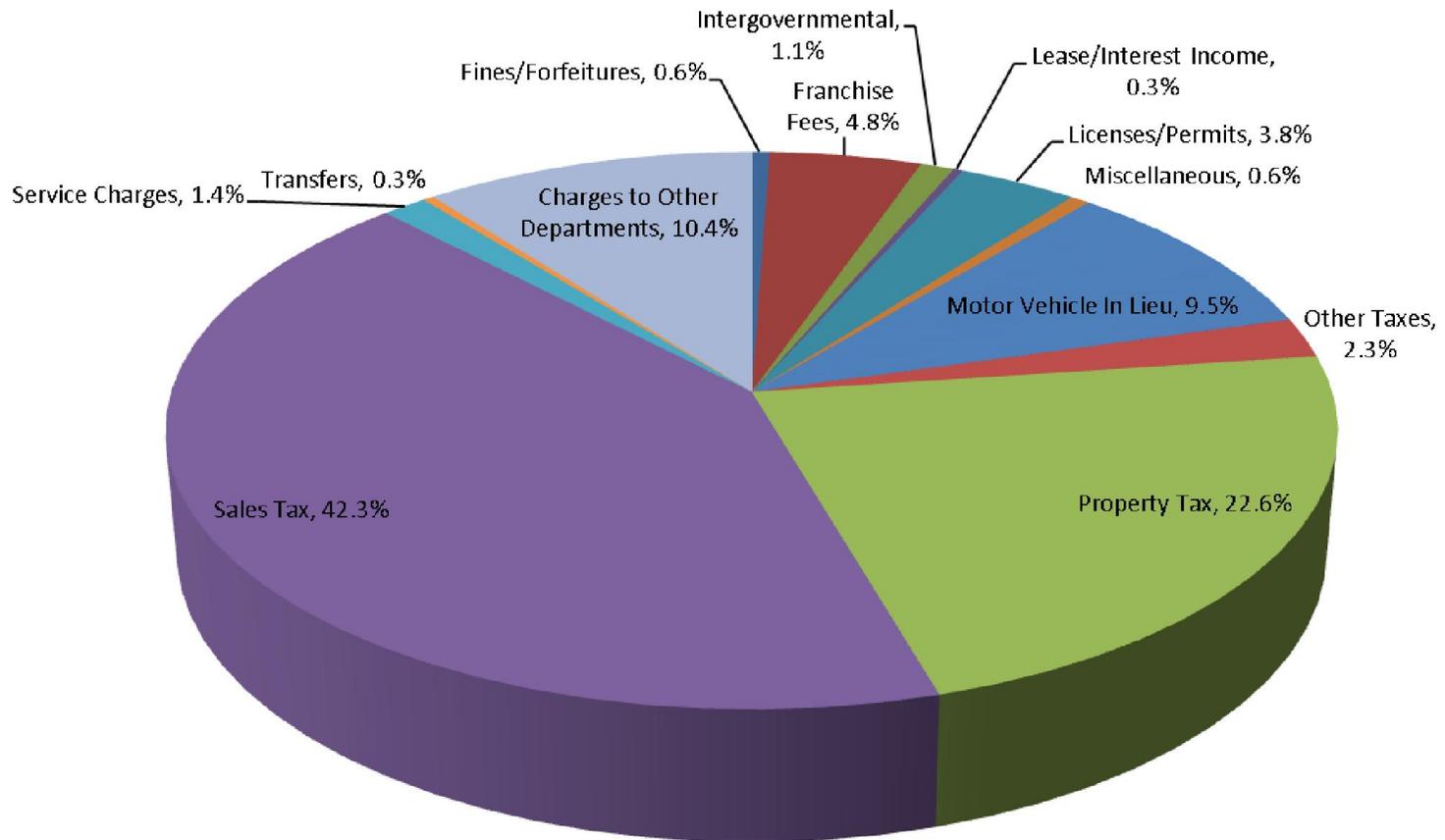
REVENUE SOURCE	ACTUAL	ACTUAL	UNAUDITED	ADOPTED
	FY 2011-2012	FY 2012-2013	ACTUAL FY 2013-2014	BUDGET FY2014-2015
FRANCHISE FEE	\$ 2,915,858	\$ 2,049,726	\$ 2,132,472	\$ 1,959,645
HABITAT EDUCATION	0	674	10,454	0
<b><i>Sub-Total Permits, Fees &amp; Charges</i></b>	<b><i>2,909,475</i></b>	<b><i>2,051,124</i></b>	<b><i>2,143,174</i></b>	<b><i>1,959,645</i></b>
<b>FINES &amp; FORFEITURES</b>				
NUISANCE ABATEMENT FINES	200	900	610	600
BAIL FORFEITURE FINES	0	15,394	18,376	16,620
BOOKING FINES	15,559	12,162	6,818	11,755
VEHICLE STORAGE FEE	11,889	7,671	4,071	6,130
FINGERPRINT FEE	92	216	93	57
VEHICLE CODE FINES	155,877	81,625	55,056	79,640
PARKING VIOLATION FINES	100,484	80,947	146,789	98,882
LIBRARY FINES	16,284	16,467	25,490	16,000
DMV SURCHARGE	0	18,000	12,000	0
OTHER FINES	500	0	0	0
MISC PENALTY INCOME	125	75	794	134
<b><i>Sub-Total Fines &amp; Forfeitures</i></b>	<b><i>301,010</i></b>	<b><i>233,457</i></b>	<b><i>270,097</i></b>	<b><i>229,817</i></b>
<b>SERVICE CHARGES</b>				
PARK REVENUE	70,609	65,089	72,447	75,470
COMMUNITY SENIOR CENTER MISCEL	-5,325	-2,000	0	0
ADULT PARTICIPNT NON RESIDENT	230	65	0	0
C BROOKS SWIM CTR REV	104,391	117,388	120,221	103,475
SENIOR CENTER PROGRAMS REVENU	9,745	8,509	9,153	10,000
COMMUNITY SENIOR CENTER MISCEL	91,152	68,949	94,606	85,000
ADULT REC & LEAGUE PROGRAMS	-100	0	108	0
PARK RESERVE FEE	444	570	116	0
COMMUNITY FITNESS CENTER	26,482	28,950	35,542	34,992
COMMUNITY SPORTS PARK	148,606	136,867	188,295	180,000
MHFPC FEE FOR SERVICE	9,660	9,660	9,690	9,690
SPEC POLICE SERVICES	7,988	10,325	13,240	9,576
ALARM PROGRAM	74,386	81,345	62,561	45,048
EVIDENCE & PROPERTY REVENUE	6,929	6,393	2,405	3,989
EXTRADITION REIMBURSEMENT	1,859	1,554	0	1,527
FIRE SERVICES CHARGE	0	610	770	1,000
HAZ MAT RESPONSE REVENUE	1,461	1,769	612	500
WEED & LOT CLEANING	\$ 0	\$ 406	\$ 0	\$ 0

Budget Summary

**GENERAL FUND REVENUE  
DETAIL BY CATEGORY**

REVENUE SOURCE	ACTUAL	ACTUAL	UNAUDITED	ADOPTED
	FY 2011-2012	FY 2012-2013	ACTUAL FY 2013-2014	BUDGET FY2014-2015
FIRE MISCELLANEOUS SERVICES	\$ 13	\$ 13	\$ 0	\$ 14
COPY MACHINE REVENUE	1,431	0	0	1,449
REFUSE DELINQUENT COLLECTIONS	24,056	25,188	16,033	20,400
<b>Sub-Total Service Charges</b>	<b>574,017</b>	<b>561,649</b>	<b>625,798</b>	<b>582,129</b>
<b>GRANTS/REIMBURSEMENTS</b>				
YGRIP CONTRIBUTION	0	0	15,000	15,000
TRUANCY~SCHOOL SRO REIMB.	95,314	106,317	107,538	106,000
AB109 REIMBURSEMENT	97,500	226,363	184,281	185,000
<b>Sub-Total Grants/Reimbursements</b>	<b>192,814</b>	<b>332,680</b>	<b>306,819</b>	<b>306,000</b>
<b>OTHER MISCELLANEOUS</b>				
COMMISSION ON POST REIMB.	21,161	17,231	21,779	11,998
CELL TOWER LEASE REVENUE	25,300	34,600	39,939	38,290
RENTAL INCOME	0	3,850	16,200	0
EQUIPMENT STOCK SALES	240	0	0	0
OTHER MISCELLANEOUS REVENUE	52	321	2,444	42
DONATIONS	720	400	0	739
STRIKE TEAM REIMBURSEMENT	24,610	0	0	0
ECONOMIC DEVELOPMENT REVENUE	0	0	0	25,000
SPRINGLAKE PERSONNEL REIMBURSE	240,135	202,517	182,199	190,000
SPRINGLAKE APPARATUS REIMBURSE	0	0	25,011	0
MISCELLANEOUS SALES	479	1,220	528	1,000
MISCELLANEOUS SALES	36	0	0	0
MISCELLANEOUS SALES	1,200	1,566	1,777	1,000
VARIABLE FLEET COST RECOVERY	0	0	0	51,250
CASH SHORT/OVER	-32	-45	167	0
SETTLEMENT REVENUE	13,563	0	261,298	0
REIMBURSMENTS	12,767	21,122	32,983	8,000
OTHER MISCELLANEOUS REVENUE	2,707	19,320	2,683	10,000
<b>Sub-Total Other Miscellaneous</b>	<b>342,938</b>	<b>302,102</b>	<b>592,003</b>	<b>337,319</b>
INTEREST INCOME	33,479	21,781	10,925	35,000
CHARGES TO OTHER DEPARTMENTS	3,903,953	4,262,544	4,265,334	4,271,990
TRANSFER FROM ENTERPRISE	138,378	138,378	138,378	138,378
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$ 38,522,376</b>	<b>\$ 40,808,594</b>	<b>\$ 42,238,931</b>	<b>\$ 40,911,103</b>

### General Fund Revenue by Category FY 2014-2015



Budget Summary

ADOPTED BUDGET 2014-2015  
SUMMARY OF EXPENDITURES BY FUND

FUND NO	TITLE	ACTUAL FY2011-2012	ACTUAL FY 2012-2013	UNAUDITED ACTUAL FY 2013-2014	BASELINE BUDGET FY 2014-2015	ADOPTED BUDGET FY 2014-2015
010	EQUIPMENT SERVICES	\$ 2,774,607	\$ 2,573,935	\$ 3,250,790	\$ 5,557,504	\$ 5,574,504
011	FACILITIES REPLACEMENT FUND	0	0	109,371	100,000	100,000
012	EQUIPMENT REPLACEMENT	0	0	0	1,687,233	1,704,233
013	BENEFITS FUND	6,179,979	5,871,990	6,484,144	5,824,703	5,824,703
015	INFORMATION SYSTEMS FUND	1,490,771	1,294,966	1,373,750	1,727,597	1,847,097
091	SELF INSURANCE	1,364,416	1,340,952	1,827,017	1,694,083	1,773,283
101	GENERAL FUND	35,942,270	37,112,244	43,213,276	40,406,360	43,300,136
102	TRANS DEBT SVC	351	0	0	0	0
103	DEBT SERVICE ASSESSMENT DISTRICT	0	-507	75,178	3,701	3,701
210	WATER ENTERPRISE FUND	9,223,820	9,846,124	37,425,745	79,618,500	37,618,214
220	SEWER ENTERPRISE FUND	23,204,704	13,980,882	9,932,191	23,312,995	24,019,669
221	STORM DRAIN ENTERPRISE FUND	1,131,440	1,189,594	539,999	1,286,019	1,286,019
222	WASTEWATER PRE-TREATMENT	441,990	454,472	432,432	470,735	470,735
240	CEMETERY	257,870	346,881	370,508	383,566	383,566
250	RECYCLING	361,619	372,964	198,533	236,727	236,727
252	CONSTRUCTION/DEMOLITION DEBRIS RECYCLE	36,428	37,857	34,633	36,800	36,800
253	YOUTH CENTER ENTERPRISE	284,635	276,774	311,840	362,180	362,180
260	FIRE GRANTS	53,667	35,532	28,832	0	0
280	TRANSIT SYSTEM	1,402,508	1,434,847	1,281,405	1,409,043	1,409,043
301	LITERACY GRANT	161,860	154,619	83,834	70,375	70,375
320	COMMUNITY DEVELOPMENT BLOCK GRANT	783,278	456,411	412,894	565,192	665,535
321	OFF-SITE AFFORDABLE HOUSING	245,452	150,554	566,857	8,000	8,000
322	SUPPORTIVE HOUSING PROGRAM	\$ 179,410	\$ 228,435	\$ 111,241	\$ 201,188	\$ 201,188

Budget Summary

ADOPTED BUDGET 2014-2015  
SUMMARY OF EXPENDITURES BY FUND

	ACTUAL FY2011-2012	ACTUAL FY 2012-2013	UNAUDITED ACTUAL FY 2013-2014	BASELINE BUDGET FY 2014-2015	ADOPTED BUDGET FY 2014-2015
323 HOME GRANT	\$ 935,565	\$ 235,244	\$ 94,950	\$ 30,000	\$ 30,000
324 HOUSING ASSISTANCE GRANTS	8,000	0	0	0	0
325 WORKFORCE HOUSING GRANT	0	0	0	0	0
326 HOUSING ASSSITANCE	0	3,783	4,059	8,800	8,800
328 CDBG ARRA	6,562	0	0	0	0
329 ARRA GRANT PROJECTS	315,509	129,703	6,845	0	115,000
340 POLICE GRANTS	46,325	37,210	19,030	0	0
351 TRANSPORTATION GRANT	2,899,834	1,603,929	1,225,529	911,590	911,590
352 SLESF	126,694	121,524	128,945	118,177	118,177
353 PROPOSITION 172	378,233	459,162	479,500	494,673	515,673
354 TRANS DEVELOPMENT (SB325)	1,440,772	1,515,223	1,528,943	1,522,230	1,522,230
355 GAS TAX-2106 (SELECT)	1,335,033	1,266,046	1,264,509	1,311,806	1,311,806
356 CEMETERY ENDOWMENT FUND	230,195	0	0	0	0
357 ASSET FORFEITURE FUND	3,716	1,551	0	25,000	25,000
358 HOUSING MONITORING FUND	20,111	17,031	17,031	24,687	24,687
359 FIRE SUPPRESSSION DISTRICT	2,450	1,220	6,524	3,500	3,500
360 FIRE SAFER GRANT	571,577	739,319	0	0	0
365 ENVIRONMENTAL COMPLIANCE	0	0	202,677	175,230	175,230
381 GIBSON RANCH L&L	544,877	561,734	687,752	625,863	625,863
383 N PARK L&L DISTRICT	20,312	21,842	15,714	27,830	27,830
384 SP ASSESS STREND PD LAND	13,082	20,218	18,975	18,516	18,516
385 TRAFFIC CONGESTION RELIEF	500,039	0	0	0	0
386 USED OIL RECYCLING GRANT	27,022	15,320	18,527	15,972	15,972
387 WOODLAND WEST L&L	\$ 5,154	\$ 13,564	\$ 9,113	\$ 22,683	\$ 22,683

Budget Summary

ADOPTED BUDGET 2014-2015  
SUMMARY OF EXPENDITURES BY FUND

	ACTUAL	ACTUAL	UNAUDITED	BASELINE	ADOPTED
	FY 2011-2012	FY 2012-2013	ACTUAL	BUDGET	BUDGET
			FY 2013-2014	FY 2014-2015	FY 2014-2014
389 SPRINGLAKE L&L	\$ 653,883	\$ 726,773	\$ 774,931	\$ 881,141	\$ 881,141
391 SPORTS PARK O&M CFD	198,732	296,588	311,941	413,662	413,662
392 GATEWAY L&L	35,010	50,798	61,231	105,404	105,404
501 CAPITAL PROJECTS	1,524,109	564,704	299,004	126,416	126,416
502 STATE BOND ACT - PARKS PRJS	456,451	198,368	26,753	0	0
506 MEASURE "E"	6,930,533	3,304,853	4,183,384	2,151,613	5,534,613
508 CAPITAL PROJECTS	524	-14,203	0	721,179	0
510 GENERAL CITY DEVELOPMENT	173,476	611,066	412,309	3,454,774	359,774
520 REDEVELOPMENT AGENCY	3,621,614	0	0	0	0
521 RDA LOW/MOD HOUSING	539,112	0	0	0	0
522 RECOGNIZED OBLIGATION RETIREMENT FUND	1,194,745	1,388,941	1,052,827	956,161	992,804
540 PARKS & RECREATION DEVELOPMENT	2,256,305	1,861,636	1,860,177	2,147,321	1,859,321
541 PARK IN-LIEU FEES	373,026	105,360	0	0	0
550 POLICE DEVELOPMENT FUND	100,668	81,220	72,055	70,364	70,364
560 FIRE DEVELOPMENT	343,688	284,904	49,161	181,121	181,121
570 LIBRARY DEVELOPMENT	94,702	96,164	72,996	87,587	87,587
580 SURFACE WATER DEVELOPMENT	0	0	0	0	0
581 STORM DRAIN DEVELOPMENT	2,296,885	208,811	201,146	203,981	203,981
582 ROAD DEVELOPMENT	567,487	1,093,130	744,433	452,351	452,351
583 TREE RESERVE	3,410	3,091	623	0	0
584 WATER DEVELOPMENT FUND	3,441,687	74,015	69,799	69,799	69,799
585 SEWER DEVELOPMENT FUND	3,807,447	1,779,898	1,775,675	67,441	67,441
593 GIBSON RANCH INFRASTRUCTURE	22,984	244,253	990	990	990
594 SPRINGLAKE CAPITAL	\$ 2,124,159	\$ 154,251	\$ 149,594	\$ 138,150	\$ 138,150

Budget Summary

ADOPTED BUDGET 2014-2015  
SUMMARY OF EXPENDITURES BY FUND

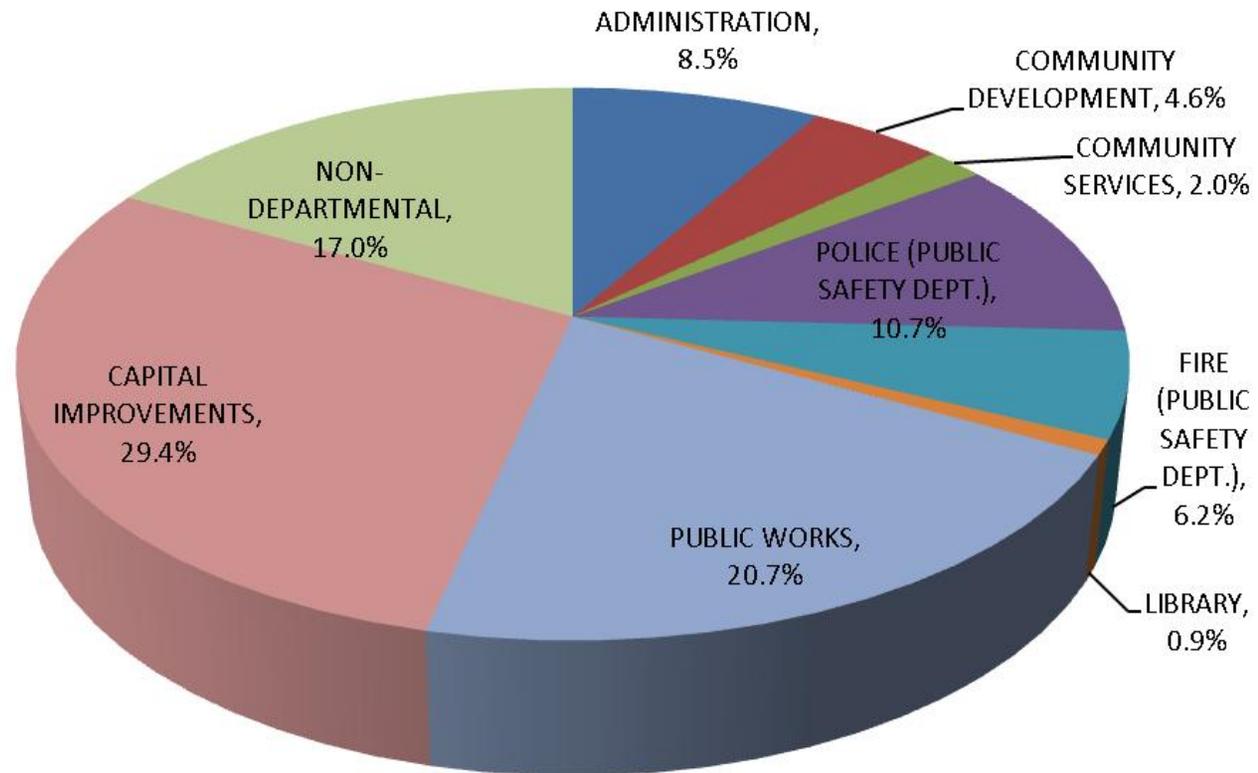
	ACTUAL FY 2011-2012	ACTUAL FY 2012-2013	UNAUDITED ACTUAL FY 2013-2014	BASELINE BUDGET FY 2014-2015	ADOPTED BUDGET FY 2014-2015
599 MASTER CAPITAL FUND	\$ 0	\$ 6,420	\$ 0	\$ 0	\$ 0
601 SPRINGLAKE ADMINISTRATION	80,141	76,508	76,714	72,676	72,676
640 SLIF PARKS & RECREATION	333,008	308,094	302,534	421,421	421,421
681 SLIF STORM DRAIN FUND	462,807	682,578	138,834	200,000	200,000
682 SLIF STREET IMPROVEMENT	3,623,585	2,562,410	2,678	909,000	909,000
684 SLIF WATER FUND	84,653	130,918	0	0	0
685 SLIF SEWER FUND	126,501	203,877	0	0	0
815 2002 LEASE REVENUE BOND	1,360,522	1,619,801	1,621,076	1,625,895	0
821 RDA 2007 TAB	2,789,185	0	0	0	0
822 SUCCESSOR AGENCY DEBT SERVICE	0	0	0	0	0
830 SOUTHEAST AREA DEBT SERVICE	1,325,057	1,324,738	1,312,383	1,674,120	1,674,120
831 SOUTHEAST AREA-RES FUND	0	0	1,127,429	0	0
840 BEAMER/KENTUCKY ASSESSMENT	366,921	368,157	199,238	0	0
850 EAST MAIN ST ASSESS DIST 90	1,248,857	1,258,553	1,248,487	1,245,779	1,245,779
870 CFD#2 SPRINGLAKE DEBT SERVICE	2,396,755	2,764,337	3,554,396	2,615,424	2,615,424
880 2005 CAPITAL PROJECTS L/R	1,644,977	1,638,833	1,644,041	4,010	0
881 2007 CAPITAL PROJECTS LRB	7,397,962	81,420	2,491	1,991	0
882 2012 LEASE REFUNDING	0	1,056,288	1,057,212	1,056,513	1,058,504
883 2014 REFUNDING LEASE REV BOND	0	0	105,000		
885 WWTP REVENUE BONDS 2005	850,400	511,520	507,732	1,537,079	1,541,089
915 RECREATION CONTRACT TRUST	2,096	0	0	9,674	0
917 LIBRARY TRUST FUND	14,896	20,101	26,374	38,857	38,857
<b>TOTAL ALL FUNDS</b>	<b>\$149,821,094</b>	<b>\$111,652,327</b>	<b>\$138,849,162</b>	<b>\$193,940,952</b>	<b>\$153,673,055</b>

Budget Summary

**SUMMARY OF EXPENDITURES BY DEPARTMENT  
ALL FUNDS**

	ACTUAL <u>FY 2011-2012</u>	ACTUAL <u>FY 2012-2013</u>	UNAUDITED ACTUAL <u>FY 2013-2014</u>	BASELINE BUDGET <u>FY 2014-2015</u>	ADOPTED BUDGET <u>FY 2014-2015</u>
<b>EXPENDITURES</b>					
ADMINISTRATION	\$ 12,551,911	\$ 11,677,877	\$ 13,273,049	\$ 12,907,089	\$ 13,119,241
COMMUNITY DEVELOPMENT	12,844,891	7,125,281	6,788,210	6,752,181	7,043,842
COMMUNITY SERVICES	1,601,292	1,805,242	2,006,957	2,963,764	3,021,744
POLICE (PUBLIC SAFETY DEPT.)	14,855,889	14,765,553	16,011,703	16,296,621	16,508,051
FIRE (PUBLIC SAFETY DEPT.)	9,165,103	9,046,313	9,340,158	9,445,605	9,477,105
LIBRARY	1,099,434	1,317,196	1,382,238	1,355,332	1,355,332
PUBLIC WORKS	25,437,601	24,803,151	21,807,787	33,723,839	31,807,579
CAPITAL IMPROVEMENTS	13,624,276	11,996,319	37,379,641	84,827,136	45,164,587
NON-DEPARTMENTAL	58,640,705	29,115,395	30,859,420	25,629,385	26,175,574
<b>TOTAL EXPENDITURES:</b>	<b>\$ 149,821,094</b>	<b>\$ 111,652,327</b>	<b>\$ 138,849,162</b>	<b>\$ 193,940,952</b>	<b>\$ 153,673,055</b>

## SUMMARY OF EXPENDITURES BY DEPARTMENT ALL FUNDS

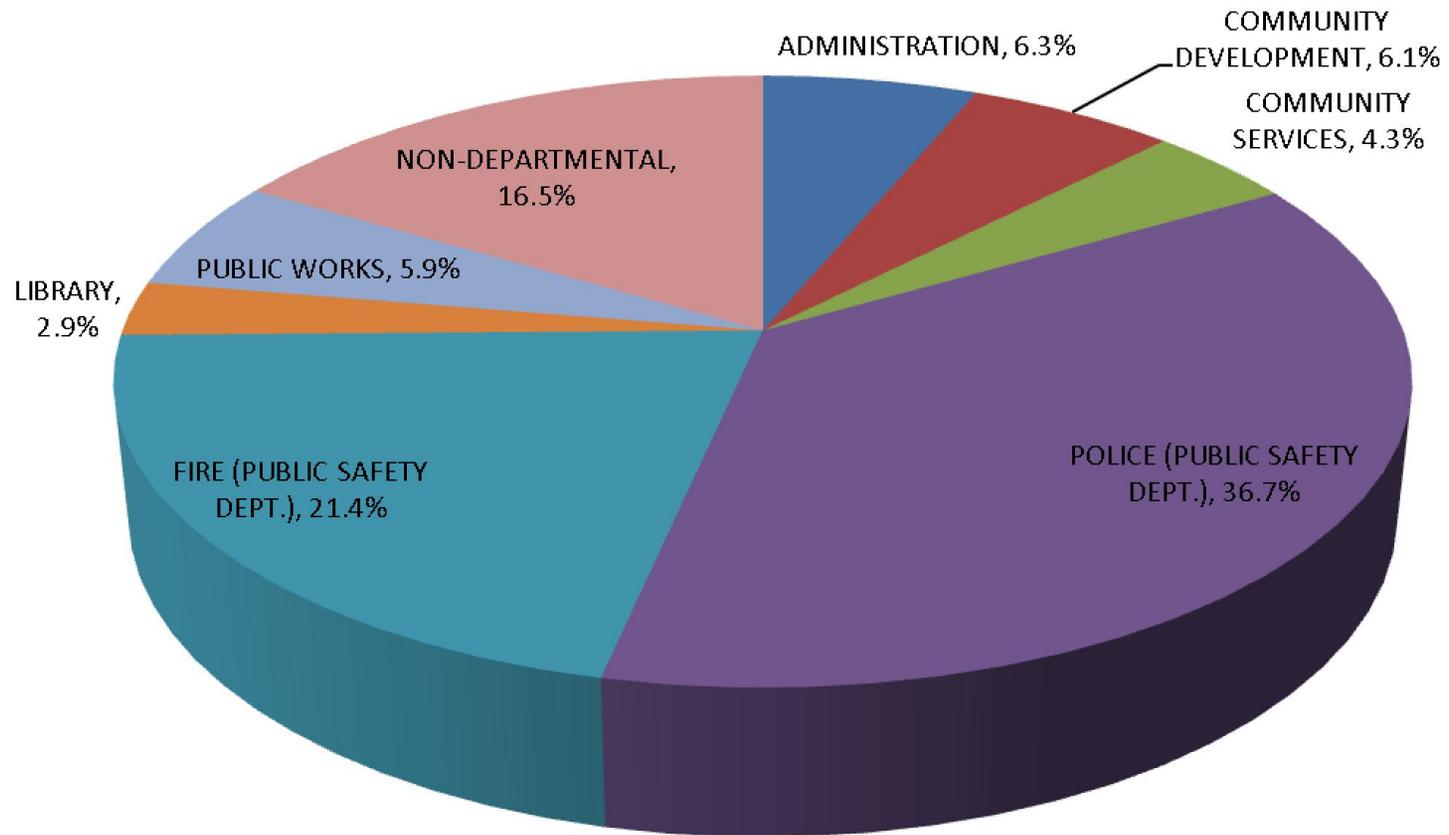


Budget Summary

**SUMMARY OF EXPENDITURES BY DEPARTMENT  
GENERAL FUND**

	ACTUAL <u>FY 2011-2012</u>	ACTUAL <u>FY 2012-2013</u>	UNAUDITED ACTUAL <u>FY 2013-2014</u>	BASELINE BUDGET <u>FY 2014-2015</u>	ADOPTED BUDGET <u>FY 2014-2015</u>
<b><i>EXPENDITURES</i></b>					
ADMINISTRATION	\$ 2,543,961	\$ 2,316,726	\$ 2,854,639	\$ 2,595,460	\$ 2,720,960
COMMUNITY DEVELOPMENT	2,158,999	2,126,443	2,316,239	2,376,717	2,631,735
COMMUNITY SERVICES	2,339,032	1,514,762	1,685,800	1,818,272	1,876,252
POLICE (PUBLIC SAFETY DEPT.)	14,133,529	14,238,243	15,639,504	15,788,117	15,888,117
FIRE (PUBLIC SAFETY DEPT.)	8,385,067	8,049,621	9,532,799	9,226,857	9,253,357
LIBRARY	922,678	1,142,475	1,241,339	1,246,100	1,246,100
PUBLIC WORKS	806,645	2,142,441	2,281,126	2,390,642	2,537,662
CAPITAL IMPROVEMENTS	0	11,866	0	0	0
NON-DEPARTMENTAL	4,652,359	5,569,667	7,859,286	4,964,195	7,145,953
<b><i>TOTAL EXPENDITURES:</i></b>	<b>\$ 35,942,271</b>	<b>\$ 37,112,244</b>	<b>\$ 43,410,732</b>	<b>\$ 40,406,360</b>	<b>\$ 43,300,136</b>

## SUMMARY OF EXPENDITURES BY DEPARTMENT GENERAL FUND



Summary of City-wide Fund Balance

FUND NO	TITLE	FUND BALANCE June 30, 2013	UNAUDITED ACTUAL REVENUES FY 2013-2014	UNAUDITED ACTUAL EXPENDITURES FY 2013-2014	MINUS DEPRECIATION FY 2013-2014	UNAUDITED FUND BALANCE June 30, 2014	ADOPTED REVENUE BUDGET FY 2014-2015	BASELINE BUDGET FY 2014-2015	ADOPTED EXPENDITURE BUDGET FY 2014-2015	MINUS DEPRECIATION FY 2014-2015	PROJECTED FUND BALANCE June 30, 2015
10	EQUIPMENT SERVICES	\$ 3,562,850	\$ 4,367,160	\$ 3,250,790	\$ 846,775	\$ 5,525,995	\$ 2,603,073	\$ 5,557,504	\$ 5,557,504	\$ -	\$ 2,571,564
11	FACILITIES REPLACEMENT FUND	0	386,880	109,371	0	277,508	361,880	100,000	100,000	0	539,388
12	EQUIPMENT REPLACEMENT	0	0	0	0	0	3,727,056	1,687,233	1,704,233	846,775	2,869,598
13	BENEFITS FUND	635,239	6,666,346	6,484,144	0	817,440	6,179,749	5,824,703	5,824,703	0	1,172,486
15	INFORMATION SYSTEMS FUND	969,493	1,350,263	1,373,750	105,826	1,051,832	1,570,603	1,727,597	1,847,097	105,826	881,164
91	SELF INSURANCE	1,497,295	1,777,240	1,827,017	0	1,447,517	1,780,206	1,694,083	1,773,283	0	1,454,440
99	DISBURSE FUND-PR	(77,746)	0	0	0	(77,746)	0	0	0	0	(77,746)
101	GENERAL FUND	12,264,381	42,238,931	43,213,276	0	11,290,036	40,911,103	40,406,360	43,300,136	0	8,901,003
102	TRANS DEBT SVC	549,977	0	0	0	549,977	0	0	0	0	549,977
103	DEBT SERVICE ASSESSMENT DISTRICT	(61,401)	105,294	75,178	0	(31,285)	0	3,701	3,701	0	(34,986)
210	WATER ENTERPRISE FUND	16,778,402	21,023,844	37,425,745	983,097	1,359,597	40,543,528	79,618,500	37,618,214	983,097	5,268,008
220	SEWER ENTERPRISE FUND	7,039,107	12,224,221	9,932,191	2,047,317	11,378,453	20,142,781	23,312,995	24,019,669	2,047,317	9,548,883
221	STORM DRAIN ENTERPRISE FUND	11,546	382,366	539,999	637,595	491,508	509,822	1,286,019	1,286,019	637,595	352,906
222	WASTEWATER PRE-TREATMENT	556,290	423,878	432,432	2,257	549,992	518,500	470,735	470,735	2,257	600,014
240	CEMETERY	(237,580)	288,886	370,508	0	(319,202)	295,229	383,566	383,566	0	(407,539)
241	DUBACH ENTERPRISE	0	0	0	0	0	0	0	0	0	0
250	RECYCLING	1,632,547	205,776	198,533	0	1,639,790	240,111	236,727	236,727	0	1,643,174
252	CONSTRUCTION/DEMOLITION DEBRIS RECYCLE	86,360	41,600	34,633	0	93,327	27,500	36,800	36,800	0	84,027
253	YOUTH CENTER ENTERPRISE	73,312	280,022	311,840	0	41,494	259,953	362,180	362,180	0	(60,733)
260	FIRE GRANTS	39,447	0	28,832	0	10,615	0	0	0	0	10,615
280	TRANSIT SYSTEM	289,755	1,331,914	1,281,405	0	340,265	1,409,043	1,409,043	1,409,043	0	340,265
301	LITERACY GRANT	(89,308)	87,115	83,834	0	(86,027)	91,000	70,375	70,375	0	(65,402)
320	COMMUNITY DEVELOPMENT BLOCK GRANT	48,466	548,966	412,894	0	184,538	479,036	565,192	665,535	0	(1,961)
321	OFF-SITE AFFORDABLE HOUSING	814,405	173,645	566,857	0	421,193	2,500	8,000	8,000	0	415,693
322	SUPPORTIVE HOUSING PROGRAM	14,331	239,975	111,241	0	143,064	201,188	201,188	201,188	0	143,064
323	HOME GRANT	157,737	94,619	94,950	0	157,407	30,000	30,000	30,000	0	157,407
324	HOUSING ASSISTANCE GRANTS	18,094	0	0	0	18,094	0	0	0	0	18,094
325	WORKFORCE HOUSING GRANT	96,519	0	0	0	96,519	0	0	0	0	96,519
326	HOUSING ASSITANCE	40,028	20,509	4,059	0	56,478	0	8,800	8,800	0	47,678
328	CDBG ARRA	(2,566)	0	0	0	(2,566)	0	0	0	0	(2,566)
329	ARRA GRANT PROJECTS	(29,897)	0	6,845	0	(36,742)	115,000	0	115,000	0	(36,742)
340	POLICE GRANTS	5,639	18,779	19,030	0	5,388	4,294	0	0	0	9,682
349	LOCAL LAW ENFORCEMENT BL	1,381	0	0	0	1,381	0	0	0	0	1,381
350	COPS MORE TECH GRANT	7,962	0	0	0	7,962	0	0	0	0	7,962
351	TRANSPORTATION GRANT	(180,913)	1,136,093	1,225,529	0	(270,349)	911,590	911,590	911,590	0	(270,349)
352	SLESF	65,501	111,812	128,945	0	48,368	117,642	118,177	118,177	0	47,833
353	PROPOSITION 172	283,255	441,332	479,500	0	245,087	400,500	494,673	515,673	0	129,914
354	TRANS DEVELOPMENT (SB325)	(260,990)	1,420,157	1,528,943	0	(369,777)	1,703,364	1,522,230	1,522,230	0	(188,643)
355	GAS TAX-2106 (SELECT)	(406,332)	1,755,048	1,264,509	0	84,207	1,453,246	1,311,806	1,311,806	0	225,647
356	CEMETERY ENDOWMENT FUND	133,290	12,296	0	0	145,586	14,249	0	0	0	159,835
357	ASSET FORFEITURE FUND	\$ 64,195	\$ 17,264	\$ 10,418	\$ -	\$ 71,041	\$ 25,100	\$ 25,000	\$ 25,000	\$ -	\$ 71,141

**Summary of City-wide Fund Balance**

FUND		UNAUDITED	UNAUDITED	MINUS	UNAUDITED	ADOPTED	BASELINE	ADOPTED	MINUS	PROJECTED	
BALANCE		ACTUAL	ACTUAL	DEPRECIATION	FUND BALANCE	REVENUE	BUDGET	EXPENDITURE	DEPRECIATION	FUND BALANCE	
NO	TITLE	June 30, 2013	FY 2013-2014	FY 2013-2014	FY 2013-2014	June 30, 2014	FY 2014-2015	FY 2014-2015	FY 2014-2015	FY 2014-2015	
358	HOUSING MONITORING FUND	\$ (36,946)	\$ 11,906	\$ 17,031	\$ -	\$ (42,071)	\$ 12,500	\$ 24,687	\$ 24,687	\$ -	\$ (54,258)
359	FIRE SUPPRESSSION DISTRICT	(1,511,039)	228,425	6,524	0	(1,289,137)	66,000	3,500	3,500	0	(1,226,637)
360	FIRE SAFER GRANT	20,571	0	0	0	20,571	0	0	0	0	20,571
365	ENVIRONMENTAL COMPLIANCE	0	450,633	202,677	0	247,956	284,500	175,230	175,230	0	357,226
379	HISTORIC WALKING TOUR	10,072	1,230	0	0	11,302	1,898	0	0	0	13,200
381	GIBSON RANCH L&L	645,280	639,823	687,752	0	597,351	642,400	625,863	625,863	0	613,888
383	N PARK L&L DISTRICT	33,395	26,586	15,714	0	44,267	26,790	27,830	27,830	0	43,227
384	SP ASSESS STREND PD LAND	27,774	14,270	18,975	0	23,069	14,897	18,516	18,516	0	19,450
386	USED OIL RECYCLING GRANT	22,408	\$ 16,722	\$ 18,527	\$ -	\$ 20,604	\$ 14,350	\$ 15,972	\$ 15,972	\$ -	\$ 18,982
387	WOODLAND WEST L&L	62,247	\$ 19,264	\$ 9,113	\$ -	\$ 72,398	\$ 19,691	\$ 22,683	\$ 22,683	\$ -	\$ 69,406
389	SPRINGLAKE L&L	333,312	686,129	774,931	0	244,510	665,930	881,141	881,141	0	\$29,299
391	SPORTS PARK O&M CFD	(29,092)	309,991	311,941	0	(31,042)	176,800	413,662	413,662	0	(\$267,904)
392	GATEWAY L&L	228,440	76,432	61,231	0	243,640	90,393	105,404	105,404	0	\$228,629
501	CAPITAL PROJECTS	(3,059,866)	196,286	299,004	0	(3,162,585)	294,248	126,416	126,416	0	(\$2,994,753)
502	STATE BOND ACT - PARKS PRJS	(220,563)	171,665	26,753	0	(75,651)	0	0	0	0	(\$75,651)
506	MEASURE "E"	3,728,833	4,402,515	4,183,384	0	3,947,964	4,379,579	2,151,613	5,534,613	0	\$2,792,930
508	CAPITAL PROJECTS	(20,005)	0	0	0	(20,005)	0	721,179	0	0	(\$20,005)
510	GENERAL CITY DEVELOPMENT	1,827,996	109,261	412,309	0	1,524,948	153,810	3,454,774	359,774	0	\$1,318,984
522	RECOGNIZED OBLIGATION RETIREMENT FUND	4,771,641	922,801	1,052,827	0	4,641,615	956,161	956,161	992,804	0	\$4,604,972
540	PARKS & RECREATION DEVELOPMENT	0	1,860,177	1,860,177	0	0	2,564,886	2,147,321	1,859,321	0	\$705,565
541	PARK IN-LIEU FEES	879,769	0	0	0	879,769	104,000	0	0	0	\$983,769
550	POLICE DEVELOPMENT FUND	(1,874,452)	144,014	72,055	0	(1,802,493)	194,264	70,364	70,364	0	(\$1,678,593)
560	FIRE DEVELOPMENT	(880,000)	166,268	49,161	0	(762,893)	213,504	181,121	181,121	0	(\$730,510)
570	LIBRARY DEVELOPMENT	835,839	6,252	72,996	0	769,095	10,454	87,587	87,587	0	\$691,962
580	SURFACE WATER DEVELOPMENT	203,739	444,400	0	0	648,140	456,192	0	0	0	\$1,104,332
581	STORM DRAIN DEVELOPMENT	(310,300)	73,562	201,146	0	(437,883)	25,000	203,981	203,981	0	(\$616,864)
582	ROAD DEVELOPMENT	(3,854,109)	830,442	744,433	0	(3,768,099)	1,021,792	452,351	452,351	0	(\$3,198,658)
583	TREE RESERVE	13,878	0	623	0	13,255	50	0	0	0	\$13,305
584	WATER DEVELOPMENT FUND	(85,221)	69,854	69,799	0	(85,166)	79,584	69,799	69,799	0	(\$75,381)
585	SEWER DEVELOPMET FUND	5,217	1,286,986	1,775,675	0	(483,471)	996,254	67,441	67,441	0	\$445,342
590	SOUTHEAST AREA CONSTRUCTION	103,944	0	0	0	103,944	38	0	0	0	\$103,982
593	GIBSON RANCH INFRASTRUCTURE	1,582,191	0	990	0	1,581,200	4,000	990	990	0	\$1,584,210
594	SPRINGLAKE CAPITAL	35,634,263	0	149,594	0	35,484,669	0	138,150	138,150	0	\$35,346,519
599	MASTER CAPITAL FUND	(6,397)	0	0	0	(6,397)	0	0	0	0	(\$6,397)
601	SPRINGLAKE ADMINISTRATION	432,267	249,456	76,714	0	605,008	0	72,676	72,676	0	\$532,332
640	SLIF PARKS & RECREATION	691,627	1,087,392	302,534	0	1,476,486	174,811	421,421	421,421	0	\$1,229,876
681	SLIF STORM DRAIN FUND	(8,923,736)	1,601,603	138,835	0	(7,460,969)	750,000	200,000	200,000	0	(\$6,910,969)
682	SLIF STREET IMPROVEMENT	(20,445,885)	2,474,655	2,678	0	(17,973,907)	0	909,000	909,000	0	(\$18,882,907)
684	SLIF WATER FUND	(2,731,842)	340,156	0	0	(2,391,686)	507,491	0	0	0	(\$1,884,195)
685	SLIF SEWER FUND	(2,460,318)	529,729	0	0	(1,930,589)	0	0	0	0	(\$1,930,589)
815	2002 LEASE REVENUE BOND	1,131,504	1,206,440	1,621,076	0	716,867	0	1,625,895	0	0	\$716,867
821	RDA 2007 TAB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Summary of City-wide Fund Balance

FUND NO	TITLE	FUND BALANCE June 30, 2013	UNAUDITED ACTUAL REVENUES FY 2013-2014	UNAUDITED ACTUAL EXPENDITURES FY 2013-2014	MINUS DEPRECIATION FY 2013-2014	UNAUDITED FUND BALANCE June 30, 2014	ADOPTED REVENUE BUDGET FY 2014-2015	BASELINE BUDGET FY 2014-2015	ADOPTED EXPENDITURE BUDGET FY 2014-2015	MINUS DEPRECIATION FY 2014-2015	PROJECTED FUND BALANCE June 30, 2015
822	SUCCESSOR AGENCY DEBT SERVICE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
830	SOUTHEAST AREA DEBT SERVICE	1,992,413	1,897,756	1,312,383	0	2,577,786	1,341,192	1,674,120	1,674,120	0	\$2,244,858
831	SOUTHEAST AREA-RES FUND	256,566	11	1,127,429	0	(870,852)	302	0	0	0	(\$870,550)
840	BEAMER/KENTUCKY ASSESSMENT	101,777	0	199,238	0	(97,461)	0	0	0	0	(\$97,461)
841	BEAMER/KENTUCKY ASSESS-R	121,085	0	0	0	121,085	0	0	0	0	\$121,085
850	EAST MAIN ST ASSESS DIST 90	300,975	1,262,309	1,248,487	0	314,797	1,286,972	1,245,779	1,245,779	0	\$355,990
851	EAST MAIN ST ASSESS DIST-R	113,389	323	0	0	113,712	192	0	0	0	\$113,904
870	CFD#2 SPRINGLAKE DEBT SERVICE	1,960,619	35,309,943	3,554,396	0	33,716,167	2,430,023	2,615,424	2,615,424	0	\$33,530,766
880	2005 CAPITAL PROJECTS L/R	1,937,350	1,401,994	1,644,041	0	1,695,303	0	4,010	0	0	\$1,695,303
881	2007 CAPITAL PROJECTS LRB	0	0	2,491	0	(2,491)	0	1,991	0	0	(\$2,491)
882	2012 LEASE REFUNDING	0	1,056,517	1,057,212	0	(695)	1,058,503	1,056,513	1,058,504	0	(\$696)
883	2014 REFUNDING LEASE REV BONDS	0	113,323	105,000	0	8,323	1,537,079	0	1,541,089	0	\$4,313
885	WWTP REVENUE BONDS 2005	318,325	501,802	507,732	0	312,396	0	1,537,079	0	0	\$312,396
915	RECREATION CONTRACT TRUST	43,909	0	0	0	43,909	0	9,674	0	0	\$43,909
917	LIBRARY TRUST FUND	204,848	4,357	26,374	0	182,831	2,039	38,857	38,857	0	\$146,013
<b>TOTAL ALL FUNDS</b>		<b>\$ 60,517,762</b>	<b>\$ 161,375,892</b>	<b>\$ 138,849,162</b>	<b>\$ 4,622,867</b>	<b>\$ 87,667,358</b>	<b>\$ 149,187,415</b>	<b>\$ 193,940,952</b>	<b>\$ 153,673,054</b>	<b>\$ 4,622,867</b>	<b>\$ 87,804,586</b>

## 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 current 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 2.3% per year, resulting in total revenue growth of \$4.3 million over five-year period FY 2014/15 through FY 2019/20.
- General Fund expenditures (excluding the transfer of Measure E) are projected to experience annual increases averaging 2% per year, resulting in total General Fund expenditures growth of \$3.3 million over five-year forecast period.
- Without corrective action, the General Fund reserve will decline from an estimated \$7.3 million (21% of expenditures) at the end of the FY2014-15, falling below the 13% reserve policy level, to \$4.47 million (or 12.4%) by FY2016-17, and down to only \$800,000 (or 2.1%) 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 Adjusted FY2013-14 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 assume current (FY 2013-14) 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 68% of the General Fund budget, less the transfer out of Measure E proceeds. Every 1% increase in total compensation costs approximately \$379,000 on an all funds basis, and approximately \$234,000 to the General Fund.

The Five-Year Plan reflects total compensation (salaries and benefits) increases of 3.3% for FY2014-15, and averaging 2% per year over the five-year forecast. This represents an increase of approximately \$2.6 million to the General Fund over the Five-Year Plan. It should be noted that the personnel costs in the Five-Year Plan do not include any assumptions for cost of living adjustments beyond those currently negotiated in employee contracts.

### **Insurance Premiums**

Costs related to Health, Dental, Retiree Medical, Disability, Workers’ Compensation, Life Insurance and Unemployment insurance are assumed to grow at an annual rate of 9% for FY 2014-15 and the forecast assumes annual increases of 8% to 9% thereafter. The City is projected to pay out \$7.5 million in FY 2014-15, with \$5.8 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 FY2014-15, the OPEB contribution rate is approximately 15% of salaries, and includes an estimated \$835,000 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 21% of salaries; this is steadily climbing toward the goal of fully funding the annually required contribution of \$4.9 million or 24% of salaries.

### **State Retirement System**

Retirement rates are set annually by the California Public Employees’ Retirement System (CalPERS). The rates established for FY 2014-15 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.

## General Fund 5-Year Forecast

The following table summarizes the employer contribution rates used in the Proposed FY2014-15 Budget and Five-Year Forecast:

On an all-funds basis, the City's cost for retirement benefits in FY2014-15 is \$5.6 million, which is fairly consistent with the budget for FY2013-14 due mostly to cost. The General Fund represents approximately 56% of citywide personnel costs which implies that the General Fund cost for retirement contributions would grow to just over \$4.0 million for FY2015-16.

CalPERS employer contribution rates are projected to increase significantly beginning in FY2015-16 as a result of changes to demographic and actuarial assumptions approved by the CalPERS board in February 2014. The contribution rates used in the forecasting model take these changes into consideration and are increased accordingly.

### **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 conjunction with the City Council's adoption of the FY2009-10 budget, it adopted a formal Budget and Fiscal Policy that establishes minimum levels of reserves. The minimum reserve level is 13% of operating expenditures.

The General Fund currently shows a reserve in excess of the minimum 13% required by Council policy, which will enable the City to largely absorb the impact of a one-time loss of revenues resulting from the expiration of the ¼ cent sales tax (Measure V). During the course of the Five-Year Plan, the General Fund reserve is projected to fall below the 13% minimum level. As discussed with Council in the workshops, correction of the ongoing approximately \$1.2 million structural imbalance in the General Fund is expected to take place in the FY2015-16 and 2016-17 budgets.

### **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 FY2014-15, these indicator revenues are expected to comprise an estimated 85% 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 2% in FY2014-15, and grow at a modest 2.0%-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 FY2014-15, sales tax revenues are expected to remain flat, and then grow at a modest 3%-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 V (1/4 cent). The assumptions described above apply to Measure E through its expiration in September 2018. Measure V expires in September 2014 and therefore only one quarter of revenues are included for FY2014-15. No assumptions are made in the projections about possible continuances of these measures.

- **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 2% for FY2014-15 and at 2%-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 FY2014-15, and throughout the forecast, these revenues are assumed to increase by 2% per year.

General Fund 5-Year Forecast

**BASELINE BUDGET FORECAST**

General Fund	Audited Actual FY 2011/12	Unaudited Actual FY 2012/13	Budget FY 2013/14	Mid-Yr Estimate FY 2013/14	Baseline FY2014/15	Forecast				
						FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
Beginning Balances	\$ 5,987,925	\$ 8,568,030	\$ 9,135,000	\$ 12,264,381	\$ 9,711,857	\$ 8,521,840	\$ 7,414,303	\$ 6,127,501	\$ 4,864,943	\$ 4,130,248
Revenues	\$ 38,522,376	\$ 40,808,594 5.9%	\$ 39,908,362	\$ 40,866,589 0.1%	\$ 39,216,343 -4.04%	\$ 40,492,337 3.25%	\$ 41,063,215 1.41%	\$ 41,864,649 1.95%	\$ 39,190,234 -6.39%	\$ 38,943,216 -0.63%
Expenditures	\$ 35,942,270	\$ 37,112,244 3.3%	\$ 41,160,702 10.9%	\$ 40,919,112 10.3%	\$ 40,406,360 -6.9%	\$ 41,599,875 2.95%	\$ 42,350,017 1.80%	\$ 43,127,207 1.84%	\$ 39,924,930 -7.43%	\$ 39,185,892 -1.85%
<b>Annual Surplus/Deficit</b>	2,580,105	3,696,350	(1,252,339)	(52,524)	(1,190,017)	(1,107,537)	(1,286,802)	(1,262,558)	(734,695)	(242,675)
One-Time Expenses					\$ -					
Ongoing Funding Requests					\$ -					
Changes in Reserved Fund Balance**	-	-	-	-						
Transfers	-	-	(2,500,000)	(2,500,000)						
<b>Unreserved Fund Balance</b>	\$ 8,568,030	\$ 12,264,381	\$ 5,382,661	\$ 9,711,857	\$ 8,521,840	\$ 7,414,303	\$ 6,127,501	\$ 4,864,943	\$ 4,130,248	\$ 3,887,572
Unencumbered Carry-over Appropriations 14/15	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CIP General Fund Appropriation	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Ending Unreserved Fund Balance</b>	\$ 8,568,030	\$ 12,264,381	\$ 5,382,661	\$ 9,711,857	\$ 8,521,840	\$ 7,414,303	\$ 6,127,501	\$ 4,864,943	\$ 4,130,248	\$ 3,887,572
Percentage (E.U.F.B./Revenues)	24.8%	33.9%	15.2%	26.6%	24.6%	20.7%	16.9%	13.2%	10.9%	10.0%
<b>Reserve Policy \$</b>	\$ 4,490,232	\$ 4,704,931	\$ 4,597,949	\$ 4,743,751	\$ 4,506,331	\$ 4,651,498	\$ 4,704,274	\$ 4,786,272	\$ 4,924,956	\$ 5,062,618
<b>Reserve Policy %</b>	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%
<b>"Excess" Fund Balance (over Reserve Target)</b>	\$ 4,077,798	\$ 7,559,449	\$ 784,711	\$ 4,968,106	\$ 4,015,509	\$ 2,762,806	\$ 1,423,227	\$ 78,671	\$ (794,709)	\$ (1,175,046)

**ADOPTED FUNDING RECOMMENDATIONS**

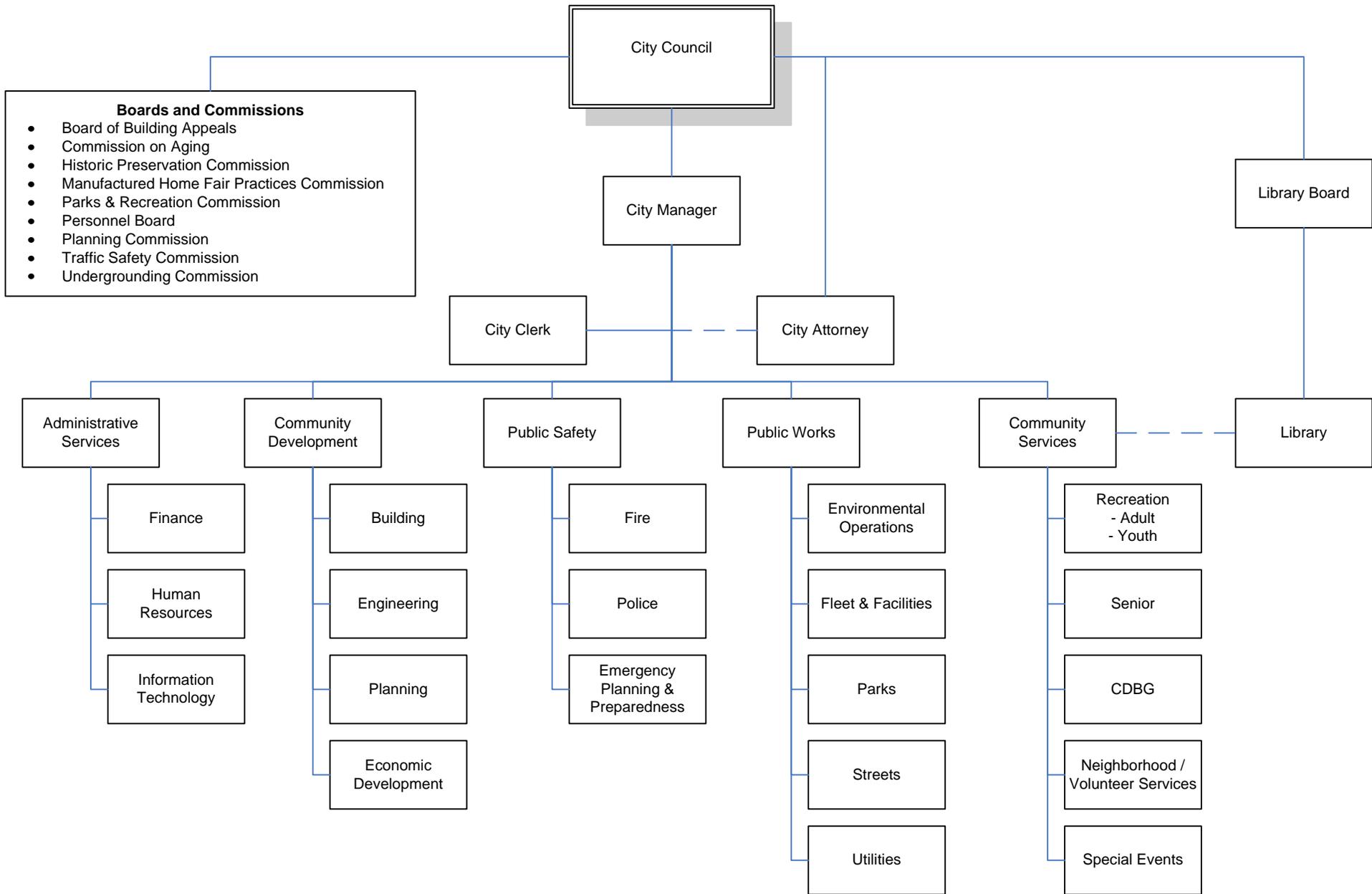
<b>One-Time Funding Recommendations</b>	<b>Baseline</b>	<b>Forecast</b>				
	<b>FY2014/15</b>	<b>FY2015/16</b>	<b>FY2016/17</b>	<b>FY2017/18</b>	<b>FY2018/19</b>	<b>FY2019/20</b>
Elections	\$ 85,500					
Energy Efficiency	\$ 100,000					
Facilities	\$ 200,000					
PD Technology	\$ 50,000					
Economic Development Efforts	\$ 200,000					
General Plan	\$ 72,000					
Downtown Support	\$ 50,000					
Fire Confined Space Training Overtime	\$ 20,000					
CSD Special Events	\$ 25,000					
Re-establish Cyclical Pruning	\$ 100,000					
PD Staff Over-Hire	\$ 50,000					
City-wide Emergency Services	\$ 6,500					
<b>Total</b>	<b>\$ 959,000</b>					

<b>On-going Funding Recommendations</b>	<b>Baseline</b>	<b>Forecast</b>				
	<b>FY2014/15</b>	<b>FY2015/16</b>	<b>FY2016/17</b>	<b>FY2017/18</b>	<b>FY2018/19</b>	<b>FY2019/20</b>
COPS Grant Match	\$ 115,000	\$ 118,800.18	\$ 121,742.17	\$ 375,000.00	\$ 379,143.04	\$ 382,611.71
JPA Contribution	\$ 40,000	\$ 40,000				
Recreation Coordinator	\$ 30,000	\$ 30,991	\$ 31,759	\$ 32,229	\$ 32,586	\$ 32,884
CDD Full-Time Code Enforcement Officer	\$ 55,018	\$ 56,836.07	\$ 58,243.57	\$ 59,106.72	\$ 59,759.74	\$ 60,306.47
<b>Total</b>	<b>\$ 240,018</b>	<b>\$ 246,628</b>	<b>\$ 211,745</b>	<b>\$ 466,336</b>	<b>\$ 471,488</b>	<b>\$ 475,802</b>

General Fund 5-Year Forecast

**ADOPTED BUDGET (INCLUDES FUNDING RECOMMENDATIONS)**

General Fund	Audited Actual FY 2011/12	Unaudited Actual FY 2012/13	Budget FY 2013/14	Mid-Yr Estimate FY 2013/14	Baseline FY2014/15	Forecast				
						FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
Beginning Balances	\$ 5,987,925	\$ 8,568,030	\$ 9,135,000	\$ 12,264,381	\$ 9,711,857	\$ 7,322,822	\$ 5,968,658	\$ 4,470,111	\$ 2,741,217	\$ 1,535,033
Revenues	\$ 38,522,376	\$ 40,808,594 5.9%	\$ 39,908,362	\$ 40,866,589 0.1%	\$ 39,216,343 -4.04%	\$ 40,492,337 3.25%	\$ 41,063,215 1.41%	\$ 41,864,649 1.95%	\$ 39,190,234 -6.39%	\$ 38,943,216 -0.63%
Expenditures	\$ 35,942,270	\$ 37,112,244 3.3%	\$ 41,160,702 10.9%	\$ 40,919,112 10.3%	\$ 40,406,360 -6.9%	\$ 41,599,875 2.95%	\$ 42,350,017 1.80%	\$ 43,127,207 1.84%	\$ 39,924,930 -7.43%	\$ 39,185,892 -1.85%
<b>Annual Surplus/Deficit</b>	2,580,105	3,696,350	(1,252,339)	(52,524)	(1,190,017)	(1,107,537)	(1,286,802)	(1,262,558)	(734,695)	(242,675)
One-Time Expenses					\$ (959,000)					
Ongoing Funding Requests					\$ (240,018)	(246,628)	(211,745)	(466,336)	(471,488)	(475,802)
Changes in Reserved Fund Balance**	-	-	-	-						
Transfers	-	-	(2,500,000)	(2,500,000)						
<b>Unreserved Fund Balance</b>	\$ 8,568,030	\$ 12,264,381	\$ 5,382,661	\$ 9,711,857	\$ 7,322,822	\$ 5,968,658	\$ 4,470,111	\$ 2,741,217	\$ 1,535,033	\$ 816,556
Uncumbered Carry-over Appropriations 14/15	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CIP General Fund Appropriation	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Ending Unreserved Fund Balance</b>	\$ 8,568,030	\$ 12,264,381	\$ 5,382,661	\$ 9,711,857	\$ 7,322,822	\$ 5,968,658	\$ 4,470,111	\$ 2,741,217	\$ 1,535,033	\$ 816,556
Percentage (E.U.F.B./Revenues)	24.8%	33.9%	15.2%	26.6%	21.1%	16.7%	12.4%	7.4%	4.1%	2.1%
<b>Reserve Policy \$</b>	\$ 4,490,232	\$ 4,704,931	\$ 4,597,949	\$ 4,743,751	\$ 4,506,331	\$ 4,651,498	\$ 4,704,274	\$ 4,786,272	\$ 4,924,956	\$ 5,062,618
<b>Reserve Policy %</b>	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%
<b>"Excess" Fund Balance (over Reserve Target)</b>	\$ 4,077,798	\$ 7,559,449	\$ 784,711	\$ 4,968,106	\$ 2,816,491	\$ 1,317,160	\$ (234,163)	\$ (2,045,056)	\$ (3,389,923)	\$ (4,246,062)



## CITY ORGANIZATION

## Employee Summary - Citywide

Classification	ADOPTED			
	FY 2011/12	FY 2012/13	FY 2013/14	FY2014/15
Accountant I	0	1	0	0
Accountant II	2	1	1	1
Administrative Clerk I	0	0	1	1
Administrative Clerk II	3	3	4	4
Administrative Clerk III	3	3	2	2
Administrative Secretary	4	3	3	3
Application Analyst, Sr.	0	0	0	1
Assistant Engineer	1	1	1	1
Associate Civil Engineer	3	3	3	3
Associate Engineer	3	0	0	0
Associate Planner	0	0	1	1
Building Inspection Services Manager	1	0	0	0
Chief Building Official	1	1	1	1
Chief Plant Operator	0	1	1	1
Chief Water Systems Operator	0	0	0	1
City Clerk	1	1	1	1
City Engineer	0	0	1	1
City Manager	1	1	1	1
Code Compliance Officer II	1	1	1	2
Community Development Director	1	1	1	1
Community Development Technician II	1	1	1	1
Community Services Director	0	0	1	1
Community Services Officer	4	4	4	4
Community Services Program Manager	0	0	0	1
Conservation Coordinator	3	3	3	3
Crime & Intelligence Analyst	1	1	1	1
Deputy Community Development Director	1	0	0	0
Deputy PW Director - O&M	0	0	0	1
Deputy Fire Chief	1	1	0	0
Electrical Supervisor	1	1	1	1
Electrical/Electronics Instrumentation Technician	5	5	5	0

**Employee Summary-Citywide (Continued)**

Classification	ADOPTED			
	FY 2011/12	FY 2012/13	FY 2013/14	FY2014/15
Electrician's Assistant	2	2	2	2
Engineering Technician II	6	4	4	4
Engineering Technician III	2	2	2	2
Environmental Compliance Inspector I	0	1	1	1
Environmental Compliance Inspector II	1	0	0	0
Environmental Compliance Specialist	1	1	1	1
Environmental Resource Analyst	1	1	1	1
Equipment Services Clerk	1	1	1	1
Equipment Services Worker	1	1	1	1
Facilities Maintenance Worker I	1	1	0	0
Facilities Maintenance Worker II	0	0	1	1
Facilities Maintenance Worker III	2	2	2	2
Finance Clerk I	1	0	1	0
Finance Clerk II	1	2	1	2
Finance Clerk III	1	0	0	0
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	20	18	15	15
Fleet & Facilities Manager	1	1	1	1
GIS Analyst	0	0	0	1
GIS Technician	0	0	0	1
Heavy Equipment Mechanic	2	2	2	2
Human Resources Analyst II	1	1	1	1
Human Resources Manager	1	1	1	1
Human Resources Technician II	1	0	0	0
Ind Electrical Tech	0	0	0	2
Information Systems Administrator	1	1	1	0
Information Systems Specialist	4	4	3	0
Information Systems Technician I	1	0	0	0
Information Systems Technician II	0	1	2	0
Information Technology Analyst	0	0	0	1
Information Technology Manager	0	0	0	1

**Employee Summary-Citywide (Continued)**

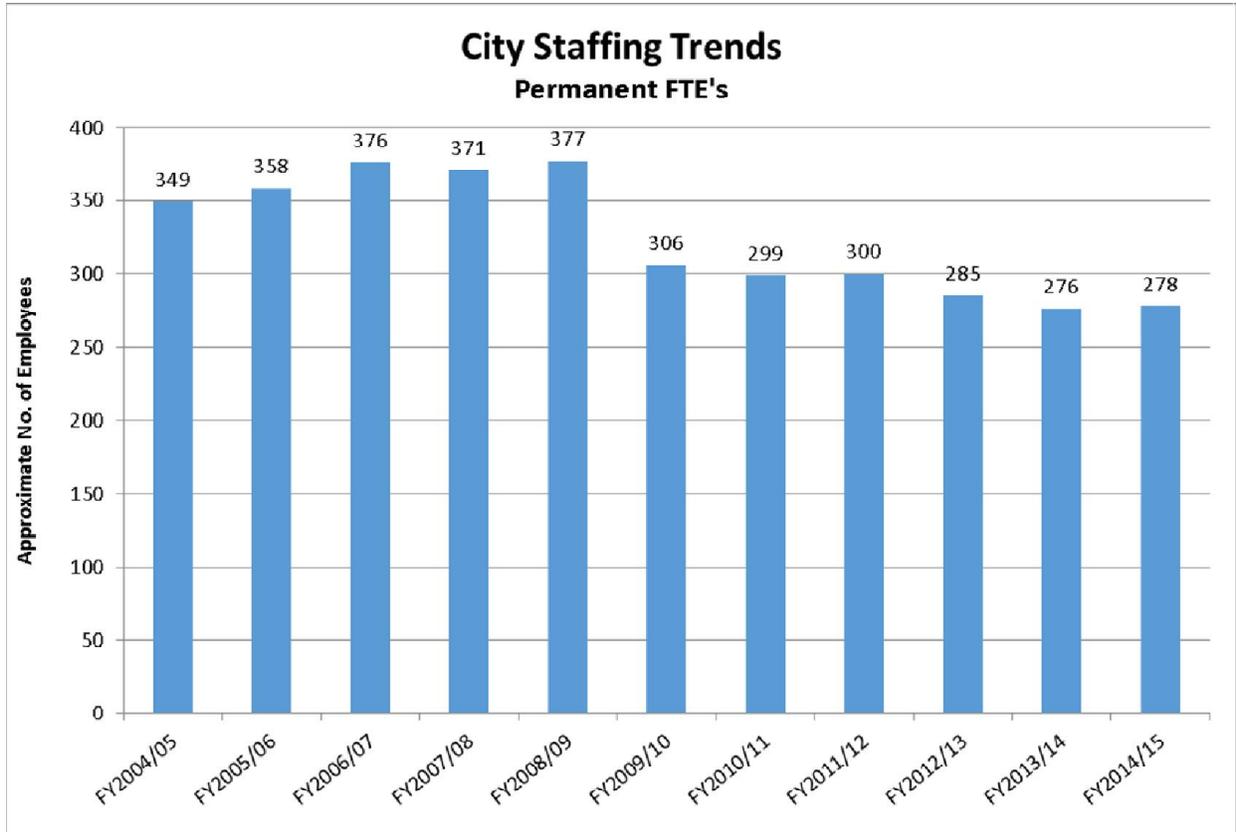
Classification	ADOPTED			
	FY 2011/12	FY 2012/13	FY 2013/14	FY2014/15
Infrastructure O&M Superintendent	2	2	2	1
Laboratory Supervisor	1	1	1	1
Laboratory Technician II	2	2	2	2
Librarian I	1	1	1	1
Librarian II	1	1	1	1
Librarian III	1	1	1	1
Library Services Director	1	1	1	1
Library Technician Assistant II	2	2	2	2
Light Equipment Mechanic	1	1	1	1
Literacy Coordinator (75%)	1	1	0	0
Maintenance Supervisor	2	2	1	1
Maintenance Worker I	1	0	0	0
Maintenance Worker II	4	5	5	5
Maintenance Worker III	3	3	3	3
Management Analyst II	3	3	3	1
Meter Services Technician	1	1	1	0
Park Maintenance Worker II	2	2	2	2
Park Maintenance Worker III	1	0	0	0
Park Supervisor	3	3	3	3
Police Captain	1	1	1	1
Police Chief	1	1	1	1
Police Lieutenant	3	3	3	3
Police Officer	49	48	45	45
Police Records Specialist	3	2	2	0
Police Sergeant	10	10	10	10
Pool Facilities Technician	1	1	1	1
Principal Civil Engineer	2	2	0	1
Principal Planner	1	1	1	1
Principal Utilities Civil Engineer	0	0	1	1
Public Works Director	1	1	1	1
Records Manager	1	1	1	1
Recreation Coordinator	0	0	0	1
Recreation Superintendent	0	1	0	0
Recreation Supervisor	4	4	4	3
Redevelopment & Housing Analyst II	1	0	0	0
Redevelopment Manager	2	1	1	1
Secretary to the City Manager	0	1	1	1

**Employee Summary-Citywide (Continued)**

Classification	ADOPTED			
	FY 2011/12	FY 2012/13	FY 2013/14	FY2014/15
Senior Accountant	0	0	1	1
Senior Building Inspector	1	1	1	1
Senior Building Plans Examiner	1	1	1	1
Senior Civil Engineer	4	4	2	2
Senior Engineering Assistant	1	1	1	1
Senior Equipment Mechanic	1	1	1	1
Senior Management Analyst	2	2	2	4
Senior Planner	2	2	2	2
Senior Police Records Specialist	4	4	4	6
Senior Tree Trimmer	1	1	1	1
Senior Utilities Maint Wrk Sewer	0	0	0	1
Senior Utilities Maint Wrk Water	0	0	0	2
Senior Water System Operator	0	0	0	1
Signs & Markings Technician	1	1	1	1
Storekeeper	1	1	1	1
Systems Analyst, Senior	0	0	0	1
Technology Services Manager	1	1	0	0
Traffic Sig/Street Light Tech	0	0	0	1
Transportation Engineer	1	1	1	0
Treatment Plant Mechanic	1	1	1	1
Tree Trimmer II	1	1	1	1
Utilities Maintenance Supervisor	1	1	2	1
Utilities Maintenance Worker I	9	8	7	6
Utilities Maintenance Worker II	12	13	14	10
Utilities Maintenance Worker III	4	4	4	6
Water Pollution Control Facility Superintendent	1	1	1	1
Water Pollution Control Operator I	1	0	0	0
Water Pollution Control Operator II	0	2	2	0
Water Pollution Control Operator III	2	2	2	2
Water Pollution Control Operator IV	2	0	0	2
Water Services Technician	0	0	0	1
Water Systems Operator II	3	3	3	2
Water/Waste Inst Tech	0	0	0	2
<b>Total</b>	<b>300</b>	<b>285</b>	<b>276</b>	<b>278</b>

## City Organization

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



## **ADMINISTRATION**

Administration consists of five divisions: City Council, City Clerk, City Attorney, City manager, and Human Resources. Additionally, Finance and Information Technology (IT) are included under Administration for management 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 represents citizens in determining services and regulations to be provided by the City. 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.

#### City Council Priority Goals

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

### City Clerk

City Clerk Division is primarily responsible for maintaining records of proceedings of Council meetings. Other duties include assisting in preparation of Council agendas, preparing agenda materials, causing ordinances to be codified, maintaining files in connection with City contracts and agreements, publishing legal notices, serving as filing officer for various statements of economic interest and campaign statements, conducting municipal elections, and performing duties specified in various State Codes. 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 functions and contacts.

#### FY2013-14 Accomplishments

- Through the integration of Legistar with Granicus, the City now offers paperless meeting agendas and supporting documents. Agenda packets are posted on the City website, and on iPads through the iLegislate application.
- Approved elected officials and appointed officials Form 700 filings for the Fair Political Practices Commission requirement in a timely manner.
- Offered accessibility to City public records including responding to Public Records Requests as required, maintaining transparency in government.
- Provided candidates running for elected office in the City with information and materials as necessary and kept said candidates apprised of filing obligations for the municipal election.

#### FY2014-15 Goals

- Maintain up-to-date City Council minutes.
- Work towards earning a Certified Municipal Clerk (CMC) Certification

## Department Summaries

### City Attorney

The City Attorney is appointed by and responsible to the City Council and serves as the City's legal advisor and advocate. City Attorney services are currently performed under contract with the Sacramento 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.

### 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 dues in various organizations and the City's contributions to other agencies and organizations.

### FY2013-14 Accomplishments

- Presented a balanced budget for the FY2013/14 year consistent with framework for fiscal sustainability; budget structurally balanced; maintained prudent reserves; limited budget flexibility for the highest priority needs and began to address unfunded OPEB liabilities.
- Successfully appealed the Department of Finance (DOF) ruling to transfer remaining Redevelopment Agency (RDA) Bond proceeds to State; ruling was overturned and the Successor Agency received a Certificate of Completion from the DOF for compliance with all RDA Dissolution requirements. This action preserved access to \$4.2 million in Redevelopment Bond proceeds.
- Assisted in negotiating amended Water JPA agreement with the City of Davis; aided in maintaining prospects for joint project despite challenges posed by the City of Davis (project delay and demands for revised cost-sharing); worked to develop project financing plan to significantly reduce debt service costs and help manage ultimate rate impacts.

### FY2014-15 Goals

- Develop long-term budget framework that accounts for the expiration of Measure V ("MSV" - 1/4 cent sales tax) in 2014 and provides a buffer within our fund balance to absorb loss of \$2 million in General Fund revenues. Measure J (renewal of MSV) and companion advisory measures will be on the June 2014 ballot. If successful, Measure J will provide funding for enhanced programming at the Woodland Public Library, youth and teen programs and facilities, public safety and crime prevention programs, and support for the utility ratepayer assistance program for seniors and low-income families.
- Update City's Economic Development Strategy and Action Plan and continue to place increased emphasis and resources on pro-active economic development activities.
- Increase efforts within Public Safety to address recent increase in crimes, both violent and property related, including emphasis on crime prevention and suppression.
- Provide resources to allow enhanced code enforcement activities within the community.

## Department Summaries

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

#### FY2013-14 Accomplishments

- Completed 43 unique recruitments, filling 102 positions which included 19 new hires, 39 promotions, and 55 summer hires.
- Facilitated 50 rehires and 10 voluntary resignations and processed over 100 volunteers.
- Began offering supplemental benefits and was able to offer employees a new Flexible Spending Account which resulted in increased employee participation.
- Successfully completed negotiations with the Fire and Fire Mid-Management Units which included cost sharing of PERS Health Plan as well as pension costs.
- Re-introduced Employee Appreciation Day that was well attended and included service award recognitions for long-tenured employees.

#### FY2014-15 Goals

- Develop a city-wide training program for all employees
- Develop a comprehensive New Employee Orientation Process
- Continue to develop alternative sources for recruiting
- Work with Information Technology division to transition Human Resources from a paper environment into an electronic environment.

### 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 divisions.

#### *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, 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*

This division is responsible for receiving and recording all City revenue, ensuring payment for all City services and debts, maintenance of the accounting system, customer account maintenance for City

## Department Summaries

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.

### FY2013-14 Accomplishments

- Refinanced the 2002 Lease Revenue Bonds and the 2005 Wastewater Bonds with a savings of more than \$250,000/year for the sewer enterprise.
- Refinanced the 2005 Lease Revenue Bonds, with a combined savings of \$100,000 per year for the development impact fee and Measure E funds.
- Secured a replacement line of credit to provide up to \$38 million of interim financing for the regional surface water project.
- Successfully implemented a multi-year sewer rate structure, compliant with Proposition 218 requirements, to support sewer operations, capital and debt service needs. This initiative includes the implementation of winter water averaging and strength based billing for non-residential customers.
- Commenced the third and final phase of sample billing to utility customers transitioning to water meters in the City.
- Prepared Requests for Proposals (RFP) for annual financial audit services.

### FY2014-15 Goals

- Complete and publish the Comprehensive Annual Financial Report (CAFR) in conformity with GASB requirements in a timely manner.
- Review the City's investment policy and consider implementation of cash flow modeling and revised investment strategies.
- Continue development and update of multi-year forecasts for other major City funds.
- In coordination with Information Technology, implement paperless billing for City utilities.
- Review and update the City's Major Projects Financing Plan (MPFP) to ensure development impact fees are accurately calculated.

### 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. Also, the Division coordinates telephone system services and is integrally involved in the design and construction of new or remodeled City facilities. 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

## Department Summaries

provides for Information Systems services needed to operate and maintain specialized decision support systems.

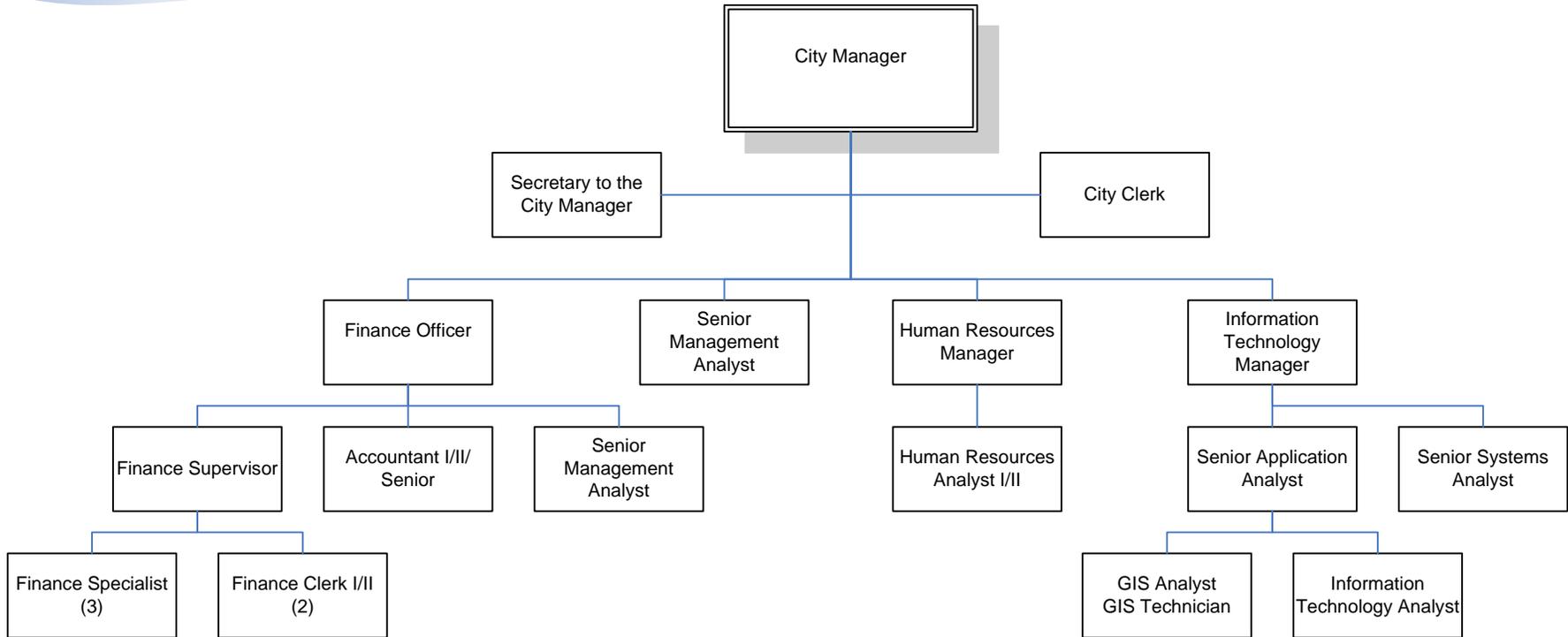
### FY2013-14 Accomplishments

- Information Technology is working to strengthen the downtown by offering free high-speed internet. As part of a pilot program, IT will be deploying a hot spot in Heritage Plaza. This will serve as a proof of concept for a large scale wireless deployment in the downtown.
- IT launched an addition to Granicus which allowed the City to stream meetings to mobile devices but also brought the creation of agenda packets for Council meetings and other commissions to the 21<sup>st</sup> Century. Staff reports are no longer e-mailed through a make-shift approval queue or printed out and distributed to Council members. The City now relies on Legistar to route the individual staff reports through a clearly defined approval queue and agendas are distributed electronically.
- For the past year, IT has been working on a revamped website which not only looks better but incorporates the latest technology for site access. The website features a responsive system which will adjust based on the size of screen which makes our site very mobile friendly. While the initial design change will give the City of Woodland's website a cleaner look and feel, the City has incorporated many tools to allow for better citizen engagement.

### FY2014-15 Goals

- IT in conjunction with Yolo County and Wave Broadband are working to build a stronger network infrastructure. This network infrastructure will be used to connect City facilities, parks, traffic signals, and even wells back to the City's datacenter which will open the door for future opportunities like growing our wireless network, security cameras, irrigation and real time SCADA information. While these improvements will greatly help the City, IT has been partnering with Wave Broadband who will now have the ability to provide services to more customers. One of those customers is Woodland Community College which has a state of the art broadcasting studio but no access to a cable provider.
- To complement the website, IT is exploring options to expand the City's reach to further engage the citizens by use of a mobile application. The mobile applications that the City is looking at support iPhone and Android and allows the City to publish content through the use of an application. Citizens will have the options to report issues through the application, from simple things like a street light being out to graffiti.
- IT will be working to bring utility billing up to the 21<sup>st</sup> century in many ways. First and most importantly with the ability to offer paperless billing. Secondly, IT will be working on giving residents with more than one property the ability to consolidate bills. Contingent on working-out some details, IT will also pursue the ability to do re-occurring credit card payments where a utility customer credit card is automatically charged every month.
- IT will be working on setting up a Kiosk in key facilities inform citizens of the services available online and also to allow them to pay their utility bill, view permit status, sign up for a recreation class or even report a non-life threatening crime.

# Administrative Services



**ADMINISTRATIVE SERVICES**

<u>Source of Funds</u>	<b>Actual FY2011-2012</b>	<b>Actual FY2012-2013</b>	<b>Unaudited Actual FY2013-2014</b>	<b>Adopted Budget FY2013-2014</b>
	\$ 2,549,660			
General Fund Support		\$ 2,316,219	\$ 2,311,214	\$ 2,659,722
General Fund Fees & Charges	-	-	15,000	15,000
Internal Service Funds	9,029,467	8,502,909	9,939,796	9,399,426
Enterprise Funds	865,870	795,335	990,811	987,872
Special Revenue	47,346	28,716	35,882	48,553
Development/Capital	301,069	330,980	249,049	32,848
Successor Agency	352	106	-	-
Spring Lake	13,550	24,038	11,166	8,668
Other Designated Revenues	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 12,807,315</b>	<b>\$ 11,998,303</b>	<b>\$ 13,552,918</b>	<b>\$ 13,152,089</b>

<u>Division</u>	<b>Actual FY2011-2012</b>	<b>Actual FY2012-2013</b>	<b>Unaudited Actual FY2013-2014</b>	<b>Adopted Budget FY2013-2014</b>
11 City Council	\$ 325,465	\$ 307,338	\$ 194,057	\$ 296,368
12 City Clerk	14,465	204,485	154,244	150,490
14 City Attorney	471,271	152,213	354,329	401,128
15 City Manager	445,393	480,461	644,148	771,114
16 Human Resources	525,954	518,682	358,158	493,560
18 Economic Development	105,881	123,453	204,411	1,340
19 Capital Projects	-	158,587	90,035	-
31 Finance Administration	6,525,703	6,155,870	6,924,368	6,204,257
32 General Accounting	1,147,317	1,076,909	1,227,680	1,262,984
33 Information Systems	1,490,771	1,289,966	1,373,750	1,833,011
34 General Services	1,363,314	1,346,167	1,834,783	1,695,304
35 Central Stores	136,379	24,022	3,120	9,685
39 Finance Capital Projects	255,404	160,151	189,834	32,848
<b>Total Expenditures</b>	<b>\$ 12,807,315</b>	<b>\$ 11,998,303</b>	<b>\$ 13,552,918</b>	<b>\$ 13,152,089</b>

**ADMINISTRATIVE SERVICES (CONTINUED)**

<b>Expenses by Category</b>						
<b>Expenditures</b>	<b>Actual</b>		<b>Actual</b>	<b>Unaudited Actual</b>		<b>Adopted Budget</b>
	<b>FY2011-2012</b>		<b>FY2012-2013</b>	<b>FY2013-2014</b>		<b>FY2014-2015</b>
Salaries and Benefits	\$ 2,761,584	\$	2,479,332	\$ 2,832,415	\$	2,921,620
Operating Expenditures	10,045,731		9,175,335	10,689,235		9,985,469
Equipment Purchases	-		23,210	31,268		55,000
<b>Total Expenditures</b>	<b>\$ 12,807,315</b>	<b>\$</b>	<b>11,677,877</b>	<b>\$ 13,552,918</b>	<b>\$</b>	<b>13,152,089</b>

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – ADMINISTRATIVE SERVICES

<b>Department/Classification</b>	<b>FY 2011/12</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>ADOPTED FY2014/15</b>
<b>Administrative Services</b>				
Accountant I	0	1	1	0
Accountant II	2	1	1	1
Administrative Secretary	1	0	0	0
Applications, Analyst Sr.	0	0	0	1
City Clerk	1	1	1	1
City Manager	1	1	1	1
Finance Clerk I	1	0	1	0
Finance Clerk II	1	2	1	2
Finance Clerk III	1	0	0	0
Finance Officer	1	1	1	1
Finance Specialist	3	3	3	3
Finance Supervisor	1	1	1	1
GIS Analyst	0	0	0	1
GIS Technician	0	0	0	1
Human Resources Analyst II	1	1	1	1
Human Resources Manager	1	1	1	1
Human Resources Technician II	1	0	0	0
Information Systems Administrator	1	1	1	0
Information Systems Specialist	3	3	2	0
Information Systems Technician I	1	0	0	0
Information Systems Technician II	0	1	2	0
Information Technology Analyst	0	0	0	1
Information Technology Manager	0	0	0	1
Management Analyst II	0	0	1	0
Secretary to the City Manager	0	1	1	1
Senior Accountant	0	0	0	1
Senior Management Analyst	1	1	1	2
Systems Analyst, Sr.	0	0	0	1
Storekeeper	1	0	0	0
Technology Services Manager	1	1	0	0
<b>Total Administrative Services</b>	<b>24</b>	<b>21</b>	<b>21</b>	<b>22</b>

## 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.

### FY2013-14 Accomplishments

- Successfully recruited an additional full-time Administrative Clerk.
- Successfully implemented Project Accounting for engineering projects.
- Successfully implemented Web Timekeeping department-wide.
- Completed the organization of file archive storage department-wide.
- Implemented the restructure of a system planning module to better suit the planning division's needs.

### FY2014-15 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.
- Evaluate 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 four 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

## Department Summaries

development process while insuring that the City's Public infrastructure is not adversely impacted by developments. (2) Transportation Engineering is responsible for transportation planning, preliminary engineering, grant funding coordination, road pavement and capital/development project review. Transportation engineering staff performs traffic studies that include accident analysis, traffic operations, safety analysis, and traffic projections. (3) 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, and construction management. (4) 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.

### Engineering Administration FY2013-14 Accomplishments

- Assisted with preparation of the 2013 Sewer Rate Study and passage of a five-year water rate increase.
- Participated in Water Resources Association Technical Committee.
- Assisted General Plan process for sanitary sewer, water, and storm drainage utilities and flood management.
- Updated standard documents; Consulting Services Agreement forms and standard General Conditions & Bid forms based on project experiences and maintaining other standard project forms.
- 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.

### Utilities Engineering FY2013-14 Accomplishments

#### *Sanitary Sewer*

- Completed design of the aeration retrofit project at the Water Pollution Control Facility.
- Completed application for CDPH State Revolving Fund loan for sewer projects funding.
- Assisted in preparation of the WPCF waste discharge permit renewal.
- Modified waste discharge permit to remove selenium temporary suspense order.
- Completed the annual Sanitary Sewer System Management Report.
- Completed design and construction of W. Woodland Avenue sewer replacement.
- Completed design and construction of Oak Street sewer replacement.
- Commenced design of WJUSD sewer replacement and Kentucky Avenue sewer replacements.
- Repaired Baylor Avenue sewer failure.
- Evaluated sanitary sewer system regionalization with Yolo County.
- Prepared recycled water evaluation report.
- Evaluated funding mechanisms for recycled water program.

#### *Flood Control*

- Commenced Lower Cache Creek Feasibility Study with Army Corps of Engineers in new 3x3x3 format.
- Coordinated with Lower Sacramento Regional Flood Management Planning group to develop the regional flood protection plan.
- Coordinated with DWR and Yolo County on a regional flood solution and preparing a state/local feasibility study.

## Department Summaries

- Commenced development of storm water model for Springlake and southern portion of the City.

### *Water*

- Completed construction of the 3.0 MG southwest tank and booster pump station.
- Completed CDPH State Revolving Fund loan for City portion of WDCWA surface water project and City of Woodland local projects.
- Selected Contractor for design, construction, and operation of the WDCWA surface water plant and commenced construction.
- Completed design of the east and west transmission main projects.
- Completed Well 28 construction.
- Completed the Phase 3 Water Meter Project.
- Completed aquifer storage & recovery testing at Well 28.
- Investigated grant opportunities for recycled water.
- Investigated grant opportunities for aquifer storage and recovery.
- Completed modifications to Well 10 and Well 11 to reduce nitrates.
- Completed water supply fluoridation study.
- Completed water supply study identifying necessary treatment plant capacity and wells.
- Evaluated impact of new CDPH Chromium 6 Maximum Contaminant Limit on City water system.
- Completed prioritization of 2" diameter back of walk water main replacement program based on leak detection.
- Completed design of 2014 water main replacement project.
- Completed design and construction of the Ashley gate storm control structure project.

### Utilities Engineering FY2014-15 Goals

- Prepare a comprehensive list of sewer repairs throughout the City.
- Complete state/local Lower Cache Creek Feasibility Study including financing plan.
- 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.
- Continue construction of the WDCWA surface water project.
- Continue construction of the WPCF aeration retrofit project.
- Continue design and construction of sanitary sewer repairs.
- Complete program start-up financing and design of a recycled water system.
- Complete construction of the east and west transmission main projects.
- Complete construction of 2014 water main replacement project.
- Complete design and construction of 2015 water main replacement project.

### Development Engineering FY2013-14 Accomplishments

- Completed three (3) subdivisions & subdivision maps that will allow for the construction of 200 new homes and additional improvement plan checks to support another 300 homes.
- Completed four (4) parcel maps.
- Processed approximately 180 encroachment permits.
- Processed approximately 350 transportation permits.
- Assisted in the Installation of the downtown banner poles.

## Department Summaries

- Supported the planning group in processing tentative maps, CUPs, and various other entitlements.

### Development Engineering FY2014-15 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.

### Capital and Transportation Engineering FY2013-14 Accomplishments

- Coordinated with Public Works road crew to complete all preparatory work for the 2014 Road Maintenance Project including significant areas of full-depth repair, pot hole filling, crack sealing, and skin paving.
- Completed public outreach, design, and construction for the Safe Routes to School Grant Project.
- Designed and constructed the 2014 ADA Improvement Project funded by CDBG and CDBG Recovery funds.
- Completed I5/SR113 Cooperative Agreement with Caltrans.
- Submitted grants for the Active Transportation Program (ATP) for funding to update the City's Bike Plan, construct a bike path on the south edge of Woodland (water transmission line alignment)
- Assisted Public Works staff with multiple contracts for construction of, and repairs to, multiple City facilities.
- 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.
- Coordinated with the Police Department and Signing & Striping branch to improve enforceability of school signage at multiple Woodland Joint Unified School campuses.
- 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.

## Department Summaries

- Provided staff to inspect 2013 ADA project to prevent paying for contract inspection and to lessen the burden on the TDA fund.
- Coordinated with the Police Department for concentrated enforcement of identified problem areas.
- Worked with Finance and Technology Department to implement and utilize Tyler Eden timekeeping software for complex engineering timecards.
- Continued to manage, design, and construct Capital Improvement projects; CIP staff managed or was actively involved in many projects, the most notable accomplishments are:
  - Brooks Swim Center – completed
  - Freeman Park Improvements - completed
  - Clark Field Backstop Replacement - completed
  - Emergency Backup Generator Installation – est. complete June 2014
  - Downtown Streetscape – design completed
  - Kentucky Avenue Complete Street and Widening – obtained funding, 65% complete with design
  - E. Kentucky Rehabilitation– est. begin construction August 2014
  - Lemen Ave. Realignment - Closed out and final invoiced Caltrans
  - I5/CR102 Interchange - Closed out and final invoiced Caltrans
  - Water Meter Phase 2 – completed
  - 2013 ADA Improvements – completed
  - 2014 ADA Improvements – est. complete June 2014
- Continued to inspect all development civil infrastructure (Springlake, commercial, and encroachment permits).
- Continued to develop and expand staff skills and abilities: Two (2) Associate Civil Engineers, one (1) Assistant Engineer, three (3) Engineering Technicians.
- Continued to implement CIP procedures and practices: modified policies and practices as needed based on direction from upper management.
- 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.
- 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.
- Updated Federal Aid version of General Conditions.
- DBE review of consultant proposals and contractor bid proposals.

## Capital and Transportation Engineering FY2014-15 Goals

- Update the bike master plan.
- Increase staff knowledge regarding:
  - traffic engineering
  - bike/pedestrian planning and complete streets design
- Continue transitioning staff to a new work group (combined traffic and capital engineering).
- Coordinate with Planning to complete the transportation section of the General Plan.
- Deliver the capital program including work on the following specific projects:

## Department Summaries

- Design and construction of the 2015 road maintenance project (including bike lane and bike route striping)
- Construction of sewer/water rehabilitation work (already listed under the utility engineering goals)
- Complete the environmental document and design for the Kentucky Ave. project
- Complete Streets Project (East St. to West St). Begin property acquisition for this project
- Complete design and construction for the East Kentucky Ave Road Rehabilitation Project
- Begin design for the East Main St. project
- Complete design and construction of the Downtown Streetscape Improvement Project (3rd to 6th Streets)
- Perform preliminary engineering for the 2nd Springlake Park
- Complete design and begin construction for the I-5/CR 102 landscaping 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 transparent process and community involvement so that the resulting physical, social, and economic development of the city is reflective of community wide desires.

### FY2013/2014 Accomplishments

- Continued progress on the City's General Plan Update including development of a preferred land use plan. 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 Yolo County General Plan update, the Habitat Conservation Plan, and the LAFCO Municipal Service review update.

## Department Summaries

- Staffed and assisted the Planning Commission and implemented a training program on various subjects of significance to the commission.
- 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 General Plan Amendment requests including Prudler Mall Expansion site.
- 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.
- Staff continued to provide support to the development community toward the implementation of the Springlake Specific Plan including encouraging new development; continued efforts to provide adequate staff levels to manage the complex and varied aspects of the plan, including plan amendment requests (Springlake Central, Heritage Remainder, and Cal West). Staff also utilized the services of consultants to support as necessary in facilitating project processing.
- Staff continued to provide support and work with the development community to ensure completion of required infrastructure improvements, roadway segments, bike, pedestrian and greenbelt improvements in the Springlake Development.
- Staff continued to work with key development interests in facilitating the development of properties that are “ready to develop”, including Lennar Homes and Taylor Morrison.
- Assisted DR Horton with architectural review, plan check and construction review.
- Continued to support the build out of the Parkside subdivision.
- Continued the required Swainson Hawk monitoring for Springlake as required in the Development Agreement.
- Staff continued to respond to neighborhood and resident Springlake concerns.
- Continued to provide timely review of plan check submittals, including residential plot plans, commercial and industrial projects.
- 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.
- Continued to assist businesses through staff level and Planning Commission Design Review including: Comfort Suites, Fairfield Inn, Mutual Housing at Springlake, Gateway I Shop 5, Starbucks remodel, Wal-Mart neighborhood Market and Shade Tree Plaza remodel, Nugget Market remodel, CommuniCare Health Clinic, Sophie’s remodel at 540 Main Street, and Velocity Island Cable Wakeboard Park
- Continued to update key Zoning Ordinance provisions including the Cell Tower Ordinance and Cottage Food Provisions.
- 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.

## Department Summaries

- Continues 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.

### FY 2014/15 Goals

- 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.
- Ensure that updates to the City's Water Conservation Ordinance are completed.
- Continue to support the build-out of the Springlake Plan development area.
- Begin design work for the park located south of Heritage Parkway.
- Adopt the Woodland Commerce Center EIR.
- Develop a Public Art Policy.

### Building Inspection Division

Building Inspection includes all functions related to building inspections. These functions include plan checking, permit issuance and the conducting of inspections for all projects. This division also includes the Code Compliance Program. It 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 Blight 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 or limb, health, property, and public welfare by regulating and controlling the design, construction, quality or materials, and 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.

### FY2013-14 Accomplishments

- Completed the Insurance Services Office (ISO) Building Code Enforcement Department Evaluation. ISO is an independent, statistical, rating, and advisory organization that serves the property/casualty insurance industry. The City of Woodland Building Division received a rating of 2 for the 2013 review. This is up from a rating of 9 (10 being the lowest score) received in 2004 and a rating of 2 in 2008. A rating of 2 is difficult to achieve (only 100 Building Departments in California have received a rating of 2 or better). The rating of 2 demonstrates the high level of dedication and professionalism that the City of Woodland and the Building Division exhibit in their commitment to providing the citizens of Woodland a safe built environment.

## 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 162 solar permits to date for Fiscal Year 2014 with a total of 1027 kW of power.
- The Building Division issues approximately 1,600 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. The Division performs approximately 5,500 inspections per year and is currently averaging over 20 inspections per day.
- Building Division revenues are approximately \$750,000 to \$800,000 per year based upon \$60 million of valuation which equates to 1.25% building fees per total value of project.

### FY2014-15 Goals:

- The main goal for FY2015 is to enhance the effectiveness of the inspection program by providing back-up inspection resources through a consultant. Inspections are currently being backed up by the Building Official.

### Code Enforcement FY2013/14 Achievements

- 400 Complaints processed per year.
- Five (5) Board-ups of Vacant Unsecured Properties.
- Three (3) Substandard Buildings Demolished.
- Major abatement of local motel.
- The Code Enforcement program was reduced to twenty hours per week a few years ago which severely limited the program effectiveness. The position of Code Enforcement Officer has been vacant since November 2013 and case load was temporarily absorbed by the Senior Building Inspector and the Building Official – focusing mainly health / safety violations. Significant backlog of nuisance violations has resulted. A new Code Enforcement Officer was hired in April and a proposal to add a new Code Compliance Officer and integrate Environmental Code Compliance into one position is being presented for consideration with FY 2015 budget.

### Code Enforcement FY2014-15 Goals:

- The main goal for FY14/15 is to enhance the program success by providing a clear presence in the community and to resolve complaints in a timely manner.

## 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.

### FY2013-14 Accomplishments

- Revenue Sharing agreement impact analysis (cost and benefit) to City and County has been completed by consultant BAE.
- Successor Agency:

## Department Summaries

- Received finding of completion form Department of Finance.
- Finalized and approved LRPMP from Department of Finance.
- ROPS 13/14B has been approved by Department of Finance.
- ROPS 14/15A has been submitted to Department of Finance.
- Bond Expenditure Agreement between the City and Successor Agency has been approved by Department of Finance.
- Caceres -540 Main Street Commercial Façade Rebate for \$90,000 completed.
- Yolo County Broad Band Strategic Plan completed second round of stakeholder meetings. Community profiles will be completed by June.
- Rail Realignment Project completed technical assistance EDA grant application. Held working group meetings, major stakeholder meetings to discuss route benefit and impact. Collaborated with flood protection effort.
- Cap-to-Cap support to council members to prepare for May, 2014 (3<sup>rd</sup>-7<sup>th</sup>) DC trip,
- Velocity Island lease was executed in 2012. Managed terms and conditions of lease agreement.
- Woodland Farmer's Market assistance:
  - Tomato Festival –August
  - Main Street Closure
  - USDA FMPP grant to fund marketing of events
  - Tuesday Market –Woodland Memorial Surgery Center
  - Saturday Market – 1<sup>st</sup> year back in Heritage Plaza
- Yolo County Visitors Bureau assistance:
  - Bid renewal, MOU, and Work Plan
  - Partnered with Farm to Fork.
  - Expanded marketing and promotion of Woodland Events and Attractions.
  - Worked with Hoteliers to expand BID.
- Partner with Chamber of Commerce.
- Marketing: worked on marketing material to provide business leads as a “take away.”
- Business Retention and Attraction:
  - Assisted businesses through planning and development process.
  - Visited 3 additional companies in FY 2014.
- Partnered with Woodland Chamber to conduct business outreach visits.

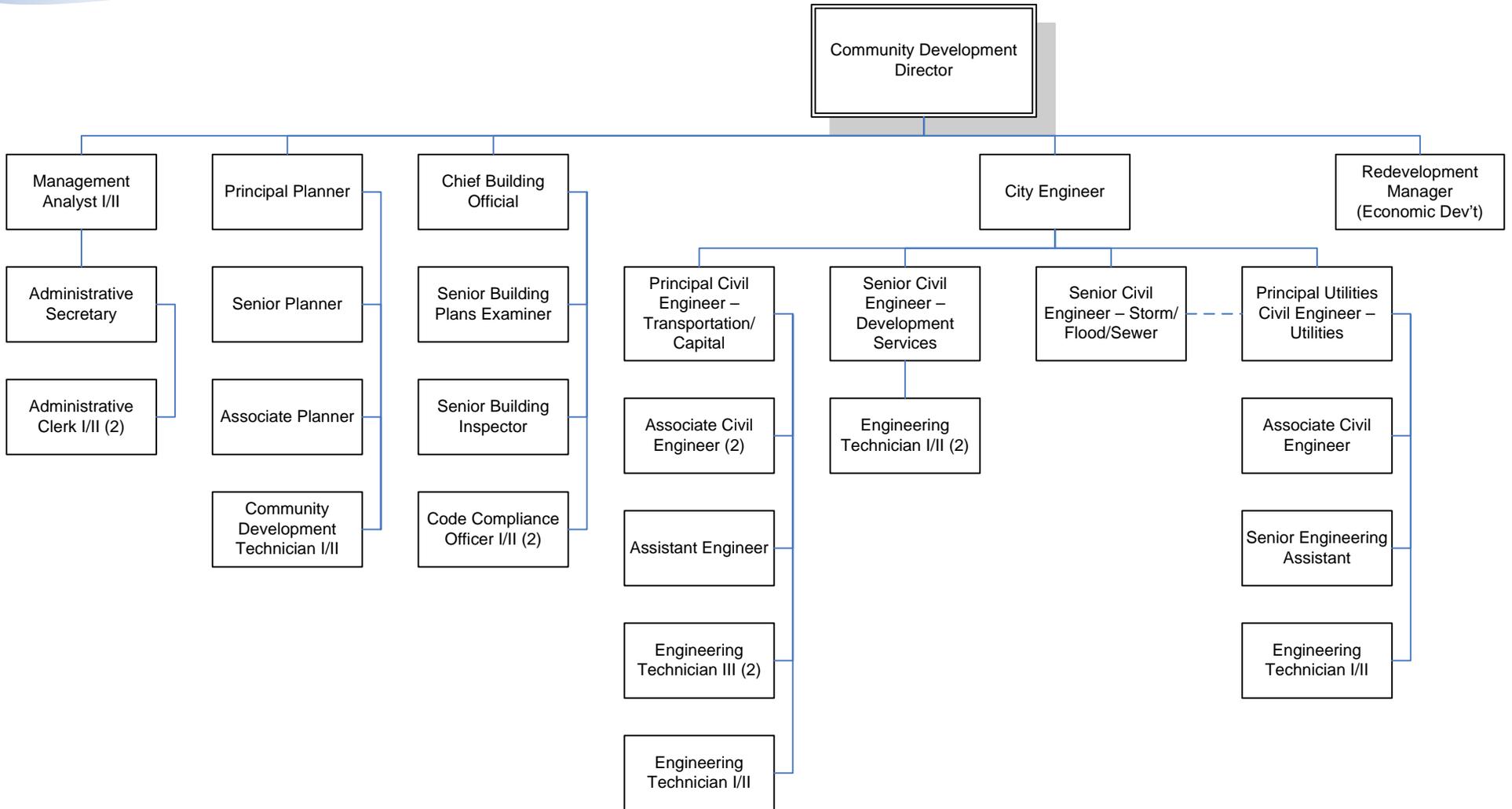
## FY2014-15 Goals

- Successor Agency:
  - Prioritize Eligible projects for bond fund allocation.
  - Complete ROPS 14/15B.
  - Complete ROPS 15/16A.
  - Complete CalHFA amendment for Heritage Oaks.
- Yolo County Broadband Strategic Plan:
  - Finalize Strategy.
  - Implement strategy and incorporate into general plan, public works capital projects (as appropriate).
- Complete Rail Realignment economic impact analysis.
- Velocity Island:
  - Assist Yolo County Visitors Bureau with marketing Cable Park and tourism efforts.
  - Ensure conditions of lease are met.
- Woodland Farmers Market:

## Department Summaries

- Assist with Tomato Festival.
- Finalize and close out USDA FMMP grant.
- Assist with Tuesday market at Woodland Memorial Surgery Center.
- Assist with growing market vendors for produce and goods at Saturday Market.
- Business Appreciation visits: visit 18-24 businesses.
- Retention and Expansion: 2014 Business walk week of September 26, 2014.

# Community Development



### COMMUNITY DEVELOPMENT

<u>Source of Funds</u>	<b>Actual FY2011-2012</b>	<b>Actual FY2012-2013</b>	<b>Unaudited Actual FY2013-2014</b>	<b>Adopted Budget FY2014-2015</b>
General Fund Support	\$ 993,108	\$ 354,986	\$ 25,299	\$ 1,292,714
General Fund Fees & Charges	1,165,891	1,783,323	2,088,389	1,339,021
Enterprise Funds	1,671,851	2,649,137	2,865,905	4,177,694
Special Revenue	2,257,879	1,172,662	1,723,442	135,710
Development Funds/Capital	58,341	574,457	1,176,729	1,049,205
Redevelopment/Successor Agency	8,094,059	1,388,835	1,052,640	991,418
Spring Lake	66,590	52,470	65,548	872,080
Other Designated Revenues	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 14,307,720</b>	<b>\$ 7,975,870</b>	<b>\$ 8,997,952</b>	<b>\$ 9,857,842</b>

<b>Expenses by Division</b>				
<u>Division</u>	<b>Actual FY2011-2012</b>	<b>Actual FY2012-2013</b>	<b>Unaudited Actual FY2013-2014</b>	<b>Adopted Budget FY2014-2015</b>
21 Administration	\$ 69,537	\$ 83,268	\$ 62,094	\$ 123,444
22 Planning	707,937	655,174	613,156	622,127
23 Building Inspection	779,844	754,107	758,827	850,584
24 Successor Agency	7,010,523	1,328,721	1,054,104	991,418
25 CDBG/Housing Programs	1,739,022	922,495	1,028,792	43,227
26 Economic Development	-	-	-	437,622
27 Engineering	2,538,029	3,394,031	3,306,722	3,975,420
29 Capital Projects	1,462,829	838,074	2,174,258	2,814,000
<b>Total Expenditures</b>	<b>\$ 14,307,720</b>	<b>\$ 7,975,870</b>	<b>\$ 8,997,952</b>	<b>\$ 9,857,842</b>

**COMMUNITY DEVELOPMENT (CONTINUED)**

<b>Expenses by Category</b>				
<b><u>Expenditures</u></b>	<b>Actual FY2011-2012</b>	<b>Actual FY2012-2013</b>	<b>Unaudited Actual FY2013-2014</b>	<b>Adopted Budget FY2014-2015</b>
Salaries and Benefits	\$ 2,709,761	\$ 3,033,974	\$ 2,780,150	\$ 3,458,566
Operating Expenditures	6,252,540	4,508,131	6,217,802	5,522,390
Equipment Purchases	-	-	-	-
Transfers	5,345,419	433,765	-	585,225
<b>Total Expenditures</b>	<b>\$ 14,307,720</b>	<b>\$ 7,975,870</b>	<b>\$ 8,997,952</b>	<b>\$ 9,566,181</b>

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – COMMUNITY DEVELOPMENT

<b>Department/Classification</b>	<b>FY 2011/12</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>ADOPTED FY2014/15</b>
<b>Community Development</b>				
Administrative Clerk I	0	0	1	1
Administrative Clerk II	1	1	1	1
Administrative Secretary	0	1	1	1
Assistant Engineer	1	1	1	1
Associate Civil Engineer	3	3	3	3
Associate Engineer	2	0	0	0
Associate Planner	0	0	1	1
Building Inspection Services Manager	1	0	0	0
Chief Building Official	1	1	1	1
City Engineer	0	0	1	1
Code Compliance Officer II	0.5	0.5	0.5	2
Community Development Director	1	1	1	1
Community Development Technician II	1	1	1	1
Deputy Community Development Director	1	0	0	0
Engineering Technician II	5	4	4	4
Engineering Technician III	2	2	2	2
Management Analyst II	1	1	1	1
Principal Civil Engineer	1	2	0	1
Principal Utilities Civil Engineer	0	0	1	1
Principal Planner	1	1	1	1
Redevelopment & Housing Analyst II	1	0	0	0
Redevelopment Manager	2	1	1	1
Senior Building Inspector	1	1	1	1
Senior Building Plans Examiner	1	1	1	1
Senior Civil Engineer	2	4	2	2
Senior Engineering Assistant	0	1	1	1
Senior Planner	2	2	2	1
Transportation Engineer	1	1	1	0
<b>Total Community Development</b>	<b>32.5</b>	<b>30.5</b>	<b>30.5</b>	<b>31</b>

## 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 - Youth Center Enterprise.

### FY2013-14 Accomplishments

- This department was reorganized in FY 2013-14 to include the administration of the CDBG entitlement program and affordable housing. A Senior Planner was transferred from the Community Development Department to this department to manage these programs.
- Increased collaboration with Woodland Opera House and reinstatement of City representative on Woodland Opera House board.
- Increased collaboration with Woodland Recreation Foundation.
- Continued collaboration with recreation partners including Clark Field Committee, Woodland Tennis Club, Davis Alliance Soccer Academy, Woodland Soccer Club, Cal Ripken, Woodland Girls Fastpitch, American Legion Post 77, Babe Ruth, Little League, Senior Softball, and Yolo County Adult Soccer League.
- Implemented two new events in downtown Woodland (spring and fall Movies on Main Street), in addition to ongoing events: Recreation Program Exposition, Senior Art Show, Senior Resource Fair, and City-Wide 4<sup>th</sup> of July events. Held three re-grand opening events for Freeman Park, Charles Brooks Aquatics Center, and Clark Field.
- Entered into a contract for a new tennis program to provide expanded tennis opportunities for the community including classes, camp, leagues, and tournaments for youth and adults (compared to the previous program which provided tennis lessons).
- Increased aquatics programming to include youth water polo in addition to lifeguard training, junior lifeguards, swim lessons, and a recreational swim team.
- Provided summertime camp opportunities for 144 youth, basketball league opportunities for 133 youth, recreation swim team participation for 130 youth, recreational swimming for 250-500 youth each day during the 10 week public swim program, and swim lessons for about 312 youth during summer.
- Provided recreational softball opportunities for 2,506 adults, volleyball opportunities for 248 adults, and basketball opportunities for 228 adults.
- Provided volunteer opportunities for 43 teens through the Teens Helping Seniors and the Summertime Fun Club programs.
- Increased participation for special events for seniors (Thanksgiving and Holiday Social participations increased by 15%). Continued collaboration with Senior Center Inc. (including partnerships for “Pennies for Presents” and “Teens Helping Seniors”).
- Closed a \$910,000 City-funded loan and development impact fee deferral agreement for the 62-unit Mutual Housing at Spring Lake affordable housing project and two first time homebuyer loans. Provided operational funding for transitional and permanent supportive housing facilities.
- CDBG projects and programs funded included ADA sidewalk improvements, installation of solar photovoltaic systems for three low-income owner-occupied homes, improvements to a

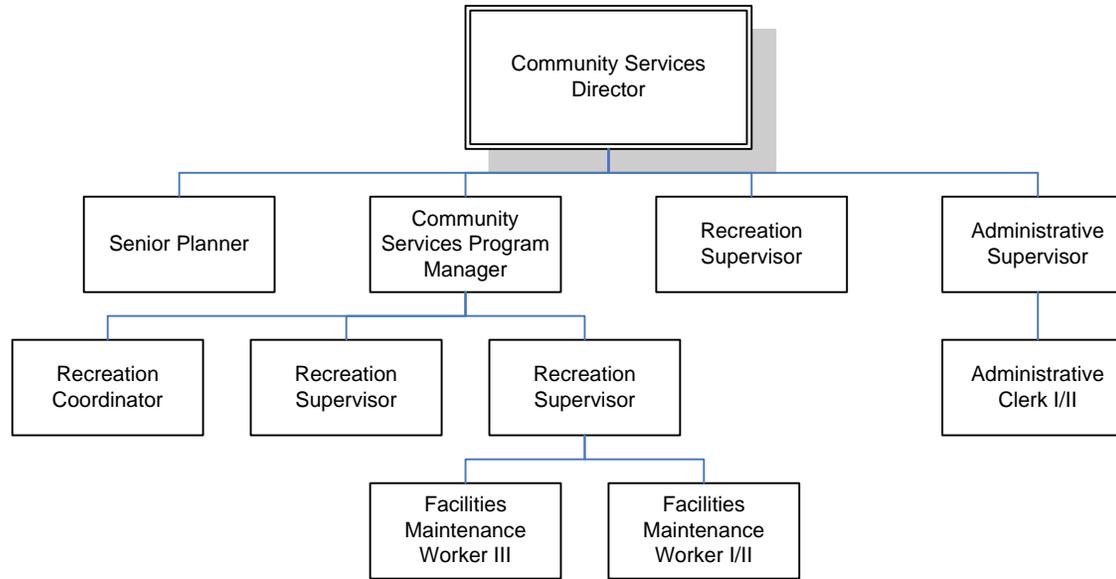
## Department Summaries

transitional housing facility, housing for mentally ill adults, emergency shelter services, home delivered meals to low-income seniors, health care for uninsured individuals, and utility assistance for low-income households.

### FY2014-15 Goals

- Implement a citywide volunteer program.
- Promote expanded community events in neighborhood parks through the use of volunteers.
- Increase program participation of the Teens Helping Seniors program by 10% and senior participation by 10%.
- Increase number of Summer Time Fun Club teen volunteers by 10%.
- Seek new partnerships for creation of new senior activities or peer groups.
- Increase participation of senior center activities by 5%.
- Increase Sports Park rental revenue by 10%.
- Increase Community & Senior Center rental revenue by 10%.
- Obtain grant or other funding in order to re-open first time homebuyer program citywide.
- Decrease the project delivery periods for CDBG-funded infrastructure projects.

# Community Services



**COMMUNITY SERVICES**

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
General Fund Support	\$ 918,636	\$ 1,138,191	\$ 1,152,015	\$ 1,373,865
General Fund Fees & Charges	384,341	362,865	528,304	500,127
Enterprise Funds- Cemetery	-	-	-	-
Enterprise Funds- Recreation	284,635	276,774	311,840	362,180
Special Revenue			6,666	782,592
Development Funds/Capital	19,444	159,615	18,760	-
Spring Lake	-	13,706	8,132	
Other Designated Revenues	2,096	-	-	-
<b>Total Funding Sources</b>	<b>\$ 1,620,736</b>	<b>\$ 1,964,857</b>	<b>\$ 2,025,717</b>	<b>\$ 3,018,764</b>

<b>Expenses by Division</b>				
<u>Division</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
41 Administration	\$ 901,223	\$ 1,053,999	\$ 1,168,565	\$ 1,233,717
43 Recreation	700,068	751,243	831,508	994,305
44 Senior Center	-	-	219	-
45 CDBG/Housing Programs	-	-	6,666	790,742
49 Capital	19,444	159,615	18,760	-
<b>Total Expenditures</b>	<b>\$ 1,620,736</b>	<b>\$ 1,964,857</b>	<b>\$ 2,025,717</b>	<b>\$ 3,018,764</b>

**COMMUNITY SERVICES (CONTINUED)**

<b>Expenses by Category</b>					
<b><u>Expenditures</u></b>		<b>Actual</b>	<b>Actual</b>	<b>Unaudited Actual</b>	<b>Adopted Budget</b>
		<b>FY2011-2012</b>	<b>FY2012-2013</b>	<b>FY2013-2014</b>	<b>FY2014-2015</b>
Salaries and Benefits	\$	947,207	\$ 1,137,313	\$ 1,245,071	\$ 1,421,477
Operating Expenditures		673,529	827,544	737,838	1,547,287
Equipment Purchases		-	-	42,808	-
Transfers		-	-	-	50,000
<b>Total Expenditures</b>	<b>\$</b>	<b>1,620,736</b>	<b>\$ 1,964,857</b>	<b>\$ 2,025,717</b>	<b>\$ 3,018,764</b>

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – COMMUNITY SERVICES

<b>Department/Classification</b>	<b>FY 2011/12</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>ADOPTED FY2014/15</b>
<b>Community Services (Recreation)</b>				
Administrative Clerk II	1	1	1	1
Administrative Secretary	1	1	1	0
Administrative Supervisor	0	0	0	1
Community Services Director	0	0	1	1
Community Services Program Manager	0	0	0	1
Facilities Maintenance Worker I	1	1	0	0
Facilities Maintenance Worker II	0	0	1	1
Facilities Maintenance Worker III	1	1	1	1
Recreation Coordinator	0	0	0	1
Recreation Superintendent	0	1	0	0
Recreation Supervisor	4	4	4	3
Senior Planner	0	0	0	1
<b>Total by Community Services</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>11</b>

## **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 and the management and maintenance of the department's technology infrastructure.

### Operations

#### *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

#### *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. This program also includes the chaplains and volunteers.

#### *POST*

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

#### *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

## Department Summaries

personnel. The staff serves as the initial point of contact with the public. The program also manages alarm permits and licenses for massage establishments and taxi cabs.

### *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

### *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 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

### *Special Police Revenue*

This division 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 two (2) years of receiving the funds. There are no use limits on the state funds.

## Department Summaries

### Police Grants

#### *AB 109*

Funded by state realignment funds; share in FY14 is sufficient for 1 full time officer.

### Capital Projects

This division 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

### FY2013/14 Achievements

- Five (5) sworn vacancies filled - The Department welcomed five (5) sworn personnel this fiscal year. Three (3) of the five (5) officers were lateral hires. One officer had been working for the Department as a reserve officer.
- 5th Beat - In response to the growing concerns in the Downtown corridor, the Department made adjustments to the Patrol deployment structure and created a 5<sup>th</sup> beat out of existing staffing. The 5<sup>th</sup> beat officer has proven effective in fostering a mutually beneficial relationship with the downtown businesses. The officer's presence and efforts have had a positive impact on the issues that were of main concern to the downtown businesses.
- Deployment of Community Services Officers (CSO)
  - The Department deployed two CSOs, previously assigned to Parking, as Field CSOs – assisting Patrol with taking reports; processing evidence and crime scene; traffic control; responding to non-priority calls for service involving property.
  - With supplemental funds from the AB109 disbursement, the Department hired two part-time CSOs as parking enforcement officers, replacing the two full-time CSOs now assigned to Patrol.
- Revival of Neighborhood Watch
  - Through the volunteer program, the Department was able to revive the Neighborhood Watch (NW) program: direct participation in the Target National Night out event and NW block parties throughout the City; attendance at NW block meetings throughout the year; on-going communication with block captains.
  - NextDoor.com - the Department is currently working with NextDoor.com staff to establish neighborhoods in Woodland. Information about NextDoor.com has been disseminated to NW groups.
- Increased community outreach - The Department initiated and participated in several community outreach efforts to heighten awareness and involvement in youth outreach and crime prevention:
  - Command Staff served as presenters in the Citizen's Academy
  - Chief Bellini is actively involved in the YGRIP initiative
  - Referrals of at-risk teens to the Juvenile Review Board for participation in the diversion program.
  - Staff participated and raised funds for several charitable organizations (United Way, Relay for Life, Kylie Lilich Giving Tree, Organs R Us, Empower Yolo).
- Significant partnerships fostered - The Department continues to collaborate with other City Departments and local agencies:

## Department Summaries

- Partnered with the Yolo County District Attorney's Office to implement the electronic upload of their cases.
- Partnered with the courts to provide appropriate hearing of camping citations.
- Managed and took the lead investigative role in a high profile homicide in an allied agency.
- The Department's Special Enforcement Team (SET Team) continues to work closely with Yolo County Probation to address and manage the Post Release Community Supervision population in the city.
- Collaborated with Public Works – Fleet Division to deploy 9 Ford Interceptors, the newest platform for Patrol vehicles. Fleet and Police staff is finalizing the purchase of replacement parking enforcement vehicles and these would likely be hybrid models.
- Code and ordinance review and implementation:
  - Staff completed a full review of the City code.
  - Staff revamped the tow ordinance.
  - Staff implemented the administrative citation and bark dog citation review processes.
- PredPol - The Department implemented the use of PredPol software to implement predictive policing. The mission of predictive policing is simple: to place officers at the right time and location to give them the best chance of preventing crime. To accomplish this, predictive policing processes crime data and assigns probabilities of future crime events to regions of space and time.
- New IT systems and upgrades - The Department went live with the new CAD system on September 2013. Significant upgrades with RMS, FBR and DOJ Omnix also went smoothly. Staff was trained successfully in the new Coplink 15.
- Mobile video system - By late spring, the Department would have completed the implementation of a new and upgraded mobile video system.
- Lexipol transition - The Department began transition to Lexipol – the leading provider of risk management policies and resources for public safety organizations through a unique, web-based development system. Lexipol offers state-specific policy manuals that are integrated with scenario-based daily training on high-risk, low-frequency events.
- Bluetooth in all Police vehicles - As a safety measure and as an effort to model safe driving to the general public, the Department equipped all police vehicles with Bluetooth devices for the safe use of cell phones while driving.
- Grant Awards - The Department applied for and was awarded the following grants:
  - \$1,000 Target grant which helped supplement the purchase of helmet radio kits for the Traffic officers.
  - \$3,000 PG&E grant – used for the purchase of tactical medical equipment and uniforms for the Woodland PD SWAT and Sheriff's Office SWAT.
- AVOID Grants successful
  - The Department successfully completed the AVOID Distracted Driving grant in September 2013, which focused on the cell phone use including texting while driving. 228 total citations were issued.
  - The Department also participated in AVOID the 8 operations with traffic officers staffing DUI checkpoints, saturation patrols and warrant sweeps.
- 1033 Government Program - The Department took advantage of specialized equipment available at little to no cost via the 1033 military program (surplus equipment available to law enforcement agencies for shipping costs only). The Department has obtained \$23,352 in equipment through this program.

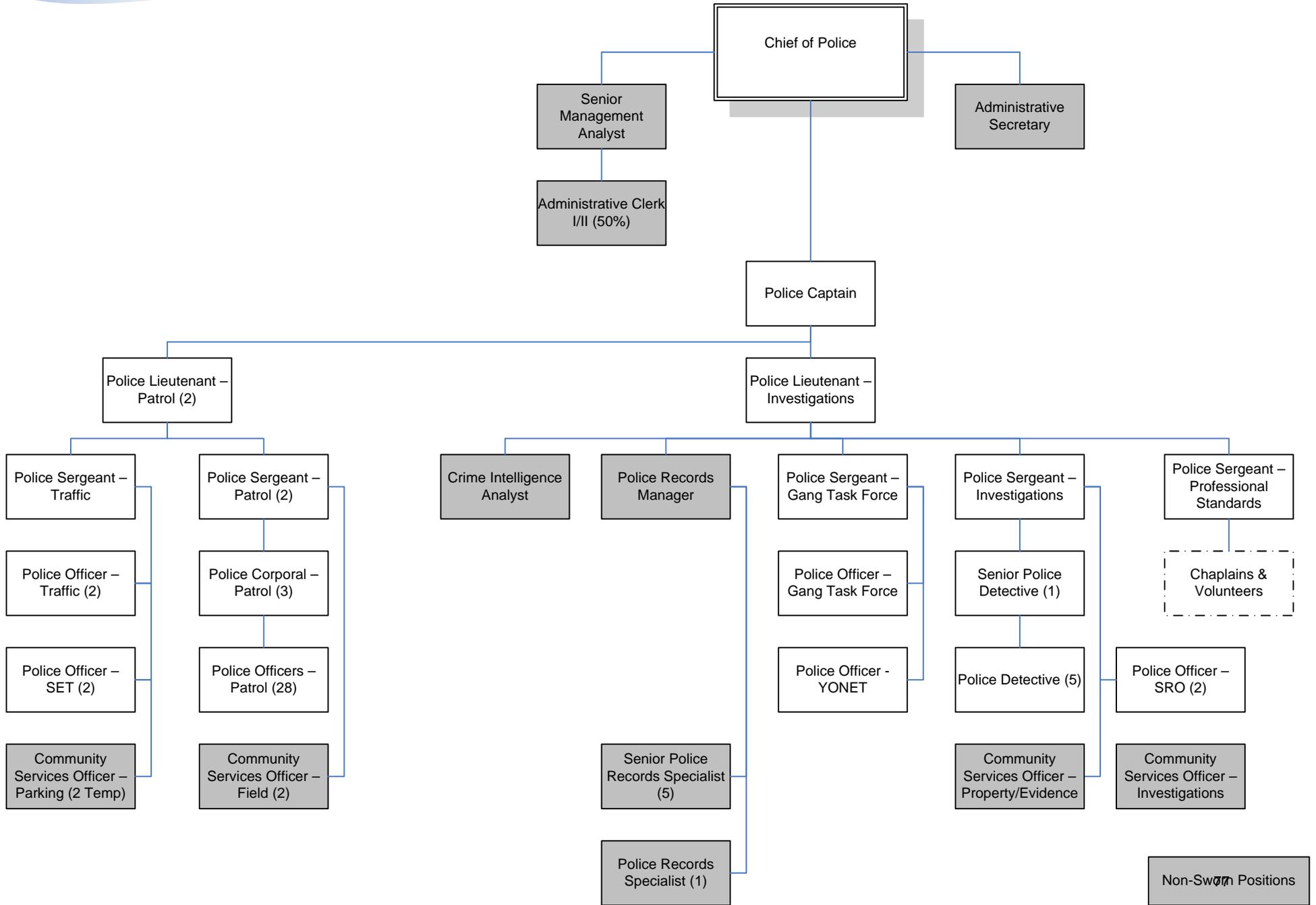
## Department Summaries

- In-house training - The Department has successfully completed approximately 707 hours of training in house.
- 100% Evidence audit - Full audit of the evidence and property room is scheduled to commence mid-April and completed by the end of the fiscal year.

### **FY2014-15 Goals**

- New K-9 - The Department submitted a budget funding request for the purchase of a new K9. The current K9 has reached its service limit and is showing signs of age.
- Expansion of volunteer program - To complement the work of paid staff, the Department plans 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.
- Expansion of social media outreach - The Department realizes the importance of social media and accepts the challenge of expanding its outreach despite staffing shortage. The Department will continue to explore the benefits of Facebook, Twitter, Nixle and NextDoor.com and will optimize the use of these social media outlets.
- Expansion of intern program - The Department currently has an intern working with the Crime Analysis Unit. For this coming fiscal year, the Department plans to engage more interns from Sac State and ITT Tech to assist with other programs.
- Pursuit of critical collaboration and partnerships - The Department will seek more collaborations and partnerships to increase participation in community outreach events and to enhance at-risk youth services.
- EVOC training - The Department plans to send all sworn staff to EVOC training, to expose staff to the handling characteristics of the new Patrol vehicle platform in a controlled environment. This training is a critical mitigating factor in any future liability claims brought against the City.
- Full Lexipol implementation - The transition to Lexipol is in full swing and complete implementation in FY15 is expected.
- Alarm permit process - The Department will bring back the alarm permit process in house. Now that the fee structure has been streamlined, this process can now be handled as an ancillary duty by current staff.
- Electronic work copy for warrants - The Department plans to develop a process to make warrant work copies available electronically, to prevent misplacement of the copies and streamline staff access.

# Public Safety - Police



Non-Sworn Positions

**POLICE (PUBLIC SAFETY DEPARTMENT)**

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
General Fund Support	\$ 13,531,873	\$ 13,579,550	\$ 14,954,824	\$ 15,380,011
General Fund Fees & Charges	601,656	658,694	634,703	587,306
Proposition 172 Funds	230,531	237,322	263,183	284,520
Special Revenue	361,418	288,437	147,975	231,214
Development Funds/Capital	271,042	100,933	97,939	98,770
Other Designated Revenues	3,716	1,551	10,418	25,000
<b>Total Funding Sources</b>	<b>\$ 15,000,237</b>	<b>\$ 14,866,486</b>	<b>\$ 16,099,375</b>	<b>\$ 16,606,821</b>

<b>Expenses by Division</b>				
<u>Division</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
51 Administration	\$ 2,901,323	\$ 2,776,261	\$ 2,772,025	\$ 2,861,513
52 Operations	7,279,089	7,379,183	8,432,642	8,706,617
53 Operations Support	1,368,127	1,459,776	1,563,065	1,613,581
54 Special Operation	2,516,318	2,447,620	2,608,930	2,626,101
56 Special Police Revenues	360,941	381,345	402,546	431,734
57 Police Grants	430,090	321,369	232,496	268,505
59 Capital Projects	144,348	100,933	97,339	98,770
<b>Total Expenditures</b>	<b>\$ 15,000,237</b>	<b>\$ 14,866,486</b>	<b>\$ 16,109,042</b>	<b>\$ 16,606,821</b>

<b>Expenses by Category</b>				
<u>Expenditures</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
Salaries and Benefits	\$ 10,994,170	\$ 10,733,283	\$ 11,432,536	\$ 11,838,135
Operating Expenditures	3,876,747	4,107,791	4,489,991	4,718,686
Equipment Purchases	16,755	25,412	186,515	50,000
Transfers	112,565	-	-	-
<b>Total Expenditures</b>	<b>\$ 15,000,237</b>	<b>\$ 14,866,486</b>	<b>\$ 16,109,042</b>	<b>\$ 16,606,821</b>

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – POLICE

<b>Department/Classification</b>	<b>FY 2011/12</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>ADOPTED FY2014/15</b>
<b>Police - Public Safety</b>				
Administrative Secretary	1	1	1	1
Community Services Officer	4	4	4	4
Crime & Intelligence Analyst	1	1	1	1
Information Systems Specialist	1	1	1	0
Management Analyst II	1	1	1	0
Police Captain	1	1	1	1
Police Chief	1	1	1	1
Police Lieutenant	3	3	3	3
Police Officer	49	48	45	45
Police Records Specialist	3	2	2	0
Police Sergeant	10	10	10	10
Records Manager	1	1	1	1
Senior Management Analyst	0	0	0	1
Senior Police Records Specialist	4	4	4	6
<b>Total Police</b>	<b>80</b>	<b>78</b>	<b>75</b>	<b>74</b>

## **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 section 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 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

## Department Summaries

education and the Department's Support Branch is a recognized element of the public education program.

### FY2013-14 Accomplishments

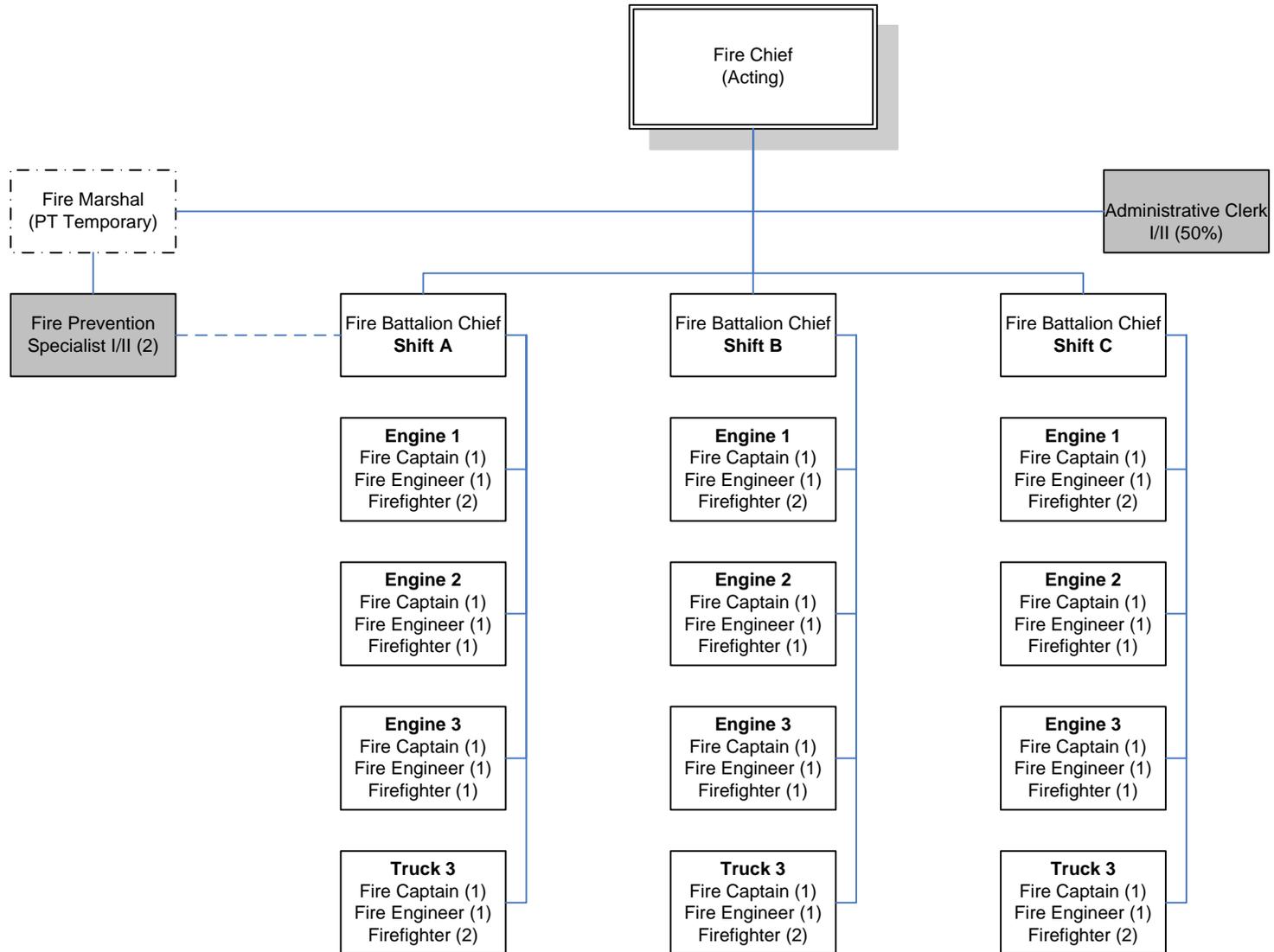
- Fire deployed three new apparatus: two engines and 1 ladder truck.
- Fire applied for and was successfully awarded the following grants.
  - \$1,000 from Target – funds used to purchase rescue tools.
  - \$2,500 from Walmart – funds used to purchase haz-mat equipment.
- Fire received a donation in the amount of \$5,000 from AAA for the purchase of a replacement combi tool set (extrication equipment).
- Fire implemented the use of a new tac channel for large critical incidents.
- With assistance from City I.T. staff, Fire is exploring transition to mobile Fire RMS for fire prevention staff uses in the field during inspections.
- In collaboration with the City GIS analyst, Fire staff developed modelling for fire response maps.
- Fire successfully implemented use of the new CAD system.
- Strike team participation:
  - Hough Fire in Plumas National Forest
  - Swedes Fire in Butte County
  - Rim Fire in Stanislaus National Forest
  - Clover Fire in Shasta County
- All companies received their annual TB tests and are working on their bi-annual haz-mat physicals.
- Effective September 1st all EMT's were certified with YEMSA.
- Fire started the construction of the state-certified confined space training site at Station 3.
- The staff training plan was revamped to make it consistent with California State Fire Marshal certification track.
- Staff actively participated in the YEMSA Continuous Quality Improvement board.
- Staff successfully completed training in the following areas:
  - Live burn training at the vacant house on Road 24C.
  - Haz-Mat Drills delivered by Captain Komula.
  - All companies attended EMS training on new YEMSA Protocols, Neurological Emergencies, Legal Updates, CPR/Pit Crews, EMS Fitness, and Pediatric Assessments.
  - Selected companies participated in the Consortium sponsored Live Interior Structure Fire Training in West Sacramento.
  - Several staff attended the first ever Truck Academy sponsored by the Consortium.
  - All companies attended training on the new Target Solutions system that will be used to track and present training effective January 5, 2014.
  - Hosted a Fire Command 1C class sponsored by the Consortium, which many of our firefighters attended in order to complete their CSFM Fire Officer certification.
- Several companies presented the First Grade Fire Safety program to over 600 first graders throughout Woodland at Zamora, Dingle, Maxwell, Prairie, Beamer, Tafoya, Gibson, Whitehead and Freeman Elementary schools.
- Fire staff renegotiated labor contracts for both the WPFA and Fire Mid-Management.
- Adoption of the 2013 California Fire Code related to fire protection and nuisance abatement.
- Collaboration with regional partners to apply for an AFG grant for Confined Space training costs and replacement of SCBA facemasks.

## Department Summaries

### FY2014-15 Goals

- Conduct testing to establish eligibility list for future promotions.
- Train all staff in confined space and trench rescue.
- Develop plan to work towards restoration of full-time Fire Marshal position.
- Address structural facility issues at Station 3.
- Replace two (2) additional apparatus (1 engine and 1 grass rig).
- Develop a replacement plan for wildland gear.
- Update and organize current Operation and Procedural Manual.

# Public Safety - Fire



**FIRE (PUBLIC SAFETY DEPARTMENT)**

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
General Fund Support	\$ 7,885,121	\$ 7,577,977	\$ 8,609,596	\$ 8,779,055
General Fund Fees & Charges	499,946	471,644	485,414	444,302
Internal Service Funds	7,089	-	-	-
Fire Training Center	53,667	35,532	28,832	-
Proposition 172	147,703	221,840	216,316	223,748
SAFER Grant	571,577	739,319	-	-
Development Funds/Capital	-	-	-	-
Other Designated Revenues	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 9,165,103</b>	<b>\$ 9,046,313</b>	<b>\$ 9,340,158</b>	<b>\$ 9,447,105</b>

<b>Expenses by Division</b>				
<u>Division</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
61 Administration	\$ 524,794	\$ 179,016	\$ 94,597	\$ 103,856
62 Operations	8,183,370	8,415,295	8,776,177	8,919,134
63 Training	98,897	111,415	122,424	102,500
64 Fire Prevention	358,042	340,587	346,960	351,615
69 Capital	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 9,165,103</b>	<b>\$ 9,046,313</b>	<b>\$ 9,340,158</b>	<b>\$ 9,447,105</b>

<b>Expenses by Category</b>				
<u>Expenditures</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
Salaries and Benefits	\$ 7,414,812	\$ 7,454,402	\$ 7,227,317	\$ 7,321,614
Operating Expenditures	1,741,321	1,574,339	2,112,841	2,125,491
Equipment Purchases	8,970	17,571	-	-
Transfers	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 9,165,103</b>	<b>\$ 9,046,313</b>	<b>\$ 9,340,158</b>	<b>\$ 9,447,105</b>

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – FIRE

<b>Department/Classification</b>	<b>FY 2011/12</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>ADOPTED FY2014/15</b>
<b>Fire - Public Safety</b>				
Administrative Clerk II	1	1	1	1
Deputy Fire Chief	1	1	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	20	18	15	15
Management Analyst II	1	0	0	0
<b>Total Fire</b>	<b>52</b>	<b>49</b>	<b>45</b>	<b>45</b>

## 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.

### FY2013-14 Accomplishments

- 3<sup>rd</sup> 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 3<sup>rd</sup> grade students have met the children's librarian and 400 3<sup>rd</sup> graders have received library cards.
- Storytime offerings increased from 2 storytimes a week to 5, including the addition of a baby lapsit storytime to foster early literacy skills. Attendance increased 50%, over 4,000 children and caregivers have attended storytime this year.
- Afterschool programs for school age children were added in February 2014, 3 days a week. Over 2,000 students have attended the library afterschool.
- The Library began new programs for adults with the addition of a weekly knit night at the library and an English language conversation club.
- Little Free Library- A partnership with the Friends of the Library, Library Board of Trustees, Library Literacy Services, United Way Education Council, and several other community groups, to install 8 "Little Free Libraries" in parks and other locations in Woodland. The Little Free Libraries provide an honor collection of books to the community. Give a book, take a book.

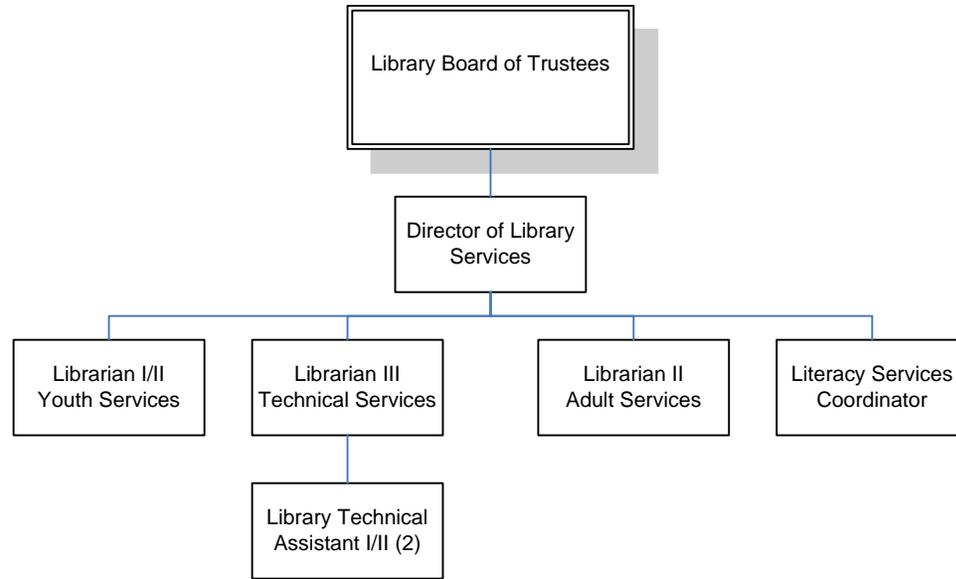
### FY2014-15 Goals

- The Woodland Public Library will continue to foster the love of reading in our community.
- The Woodland Public Library will increase access to library materials throughout the City of Woodland.
- The Woodland Public Library will continue to provide an extensive collection of materials and online resources for all ages.
- The Woodland Public Library will continue to provide programs and services that meet the needs of a wide variety of patrons and that support library service responses.

## Department Summaries

- The Woodland Public Library will add at least one new service per year and increase use of library services by at least 5% each year.

# Woodland Public Library



Department Summaries

**LIBRARY**

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
General Fund Support	\$ 907,782	\$ 1,122,374	\$ 1,246,531	\$ 1,230,100
General Fund Fees & Charges	14,896	20,101	25,499	16,000
Literacy Funding	161,860	154,619	83,834	70,375
State Library Funds	14,896	20,101	26,374	38,857
Development Funds/Capital	85,513	86,829	70,409	135,000
<b>Total Funding Sources</b>	<b>\$ 1,184,947</b>	<b>\$ 1,404,025</b>	<b>\$ 1,452,647</b>	<b>\$ 1,490,332</b>

<b>Expenses by Division</b>				
<u>Division</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
71 Administration	\$ 1,099,434	\$ 1,317,196	\$ 1,382,238	\$ 1,355,332
79 Capital	85,513	86,829	70,409	135,000
<b>Total Expenditures</b>	<b>\$ 1,184,947</b>	<b>\$ 1,404,025</b>	<b>\$ 1,452,647</b>	<b>\$ 1,490,332</b>

<b>Expenses by Category</b>				
<u>Expenditures</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
Salaries and Benefits	\$ 797,647	\$ 799,475	\$ 783,334	\$ 793,828
Operating Expenditures	377,300	594,549	669,313	696,504
Transfers	10,000	10,000	-	-
<b>Total Expenditures</b>	<b>\$ 1,184,947</b>	<b>\$ 1,404,025</b>	<b>\$ 1,452,647</b>	<b>\$ 1,490,332</b>

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – LIBRARY

Department/Classification	FY 2011/12	FY 2012/13	FY 2013/14	ADOPTED FY2014/15
<b>Library</b>				
Librarian I	1	1	1	1
Librarian II	1	1	1	1
Librarian III	1	1	1	1
Library Services Director	1	1	1	1
Library Technician Assistant II	2	2	2	2
Literacy Coordinator (75%)	1	1	0	0
<b>Total Library</b>	<b>7</b>	<b>7</b>	<b>6</b>	<b>6</b>

## **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 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/department, and the appropriate Service Requests are generated in CityWorks. 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, 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 generated 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 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

### FY2013-14 Accomplishments

- Trained and transitioned all full-time employees to online Tyler Eden timekeeping.
- Received over 11,000 phone calls that turned into Service Requests which were entered in CityWorks.

### FY2014-15 Goals

- Establish quarterly meetings with Finance staff.
- Upgrade to CityWorks Server.
- Replace training tracking software.

## 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 materials 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, CalRecycle block grant funding, and illegal dumping investigation and enforcement.

### *Construction and Demolition Debris Recycling*

Oversight of compliance with the City's requirements for construction waste diversion.

### *Environmental Compliance*

Oversight of City compliance with the state MS4 (municipal storm water) permit, leadership of community energy conservation, alternative energy, and greenhouse gas reduction programs, and coordination with Center for Natural Lands Management on maintenance of preserve properties (mitigation land).

### *Water Conservation*

Promotion of indoor and outdoor water conservation through education and outreach, water-leak location assistance, rebate and incentive programs, water-waste response, and distribution of residential water conserving devices.

### *Climate Change and Energy*

Calculation and reporting of the City's annual greenhouse gas emissions inventory.

### FY2013-14 Accomplishments

- Signed a contract with Terra Verde Renewable Partners.
- Conducted very successful public participation outreach events such as oil filter exchanges, compost workshops, water-wise landscaping workshops, and pharmaceutical take-back.
- Became a member with Yolo Transportation Management Association and are actively working with them to promote alternative transportation in Woodland.
- Expanded our outreach and interaction with the public using social media via Facebook, twitter, and the EnviroWoodland events e-newsletter.

## Department Summaries

- Moved into Year two (2) of the NPDES MS4 Stormwater Permit. Coordinated City activities across City departments.

### FY2014-15 Goals

- Increase public participation in all of our outreach and education events.
- Start construction of four (4) solar arrays as part of the Terra Verde Solar project.
- Develop and expand the commercial water conservation program.
- Achieve 100% participation in the commercial recycling program.

## 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*

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.

### FY2013-14 Accomplishments

- Replaced Police (Public Safety Department) Chiller with a more efficient air-cooled system; system is expected to reduce overall operations and maintenance costs by 21% per year. Water consumption will be reduced at the PD by at least 25% per year.
- The Library elevator hydraulic lift and associated piping was replaced.
- Replaced 9 patrol vehicles. As a result, we are expecting the patrol vehicles will be 30% more available to Officers on the street.
- Shop staff met the 2013 Blue Sea of Excellence Recognition Program standards established by the National Institute for Automotive Service Excellence (ASE). As a recipient of the Blue Seal of Excellence Recognition Program, the City Shop proves its commitment to excellence by recruiting the best employees, supporting their training, and insisting on the best equipment. Fleet stands out because of its ASE-certified staff and the quality reputation earned with its customers.

### FY2014-15 Goals

- Re-assign or eliminate 100% of under-utilized vehicles and equipment.
- Reduce facilities backlog service requests by 25%.

## Department Summaries

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

#### FY2013-14 Accomplishments

- Installed 1,900 feet of fencing around the perimeter of the Sports Park to help reduce unauthorized use of the facility and give user groups the ability to collect gate fees during tournament play.
- Charles Brook Swim Center underwent a pool reconstruction project which included the complete revitalization of the 100M pool and the resurfacing of the training pool. Also included in conjunction with this project was the installation of a new perimeter fence, new surface mount diving boards, and fascia replacement on the main building.
- Installed a new electronic interactive play feature at Pioneer Park that will promote physical activity among the youths that frequent the park. This is a first for our City and we will watch it closely to see how it is utilized.
- Upgraded our irrigation management hardware, as well as added new radio operated controllers in the Gibson Ranch L&L district. This will allow staff to better monitor and control the majority of our irrigation points in this area, thus increasing efficiency and reducing water usage.

#### FY2014-15 Goals

- Install new playground equipment at City Park. This is made possible by grant funding received from the California Department of Housing and Community Development (HCD) by our Community Services Department.

### 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

## Department Summaries

Development Act (TDA), Measure E, Gas Tax, Enterprise fund, and various lighting and landscaping districts.

### FY2013-14 Accomplishments

- Downtown Enhancements - Completed various components of our Downtown enhancement project.
  - Holiday lighting installed on the street light poles along Main Street, as well as in Heritage Plaza.
  - Sidewalk and tree well repairs were performed to reduce trip hazards.
  - Conversion of high pressure sodium (HPS) post top fixtures to LED lighting.
  - Conversion from HPS to LED lighting in all of the Downtown parking lots.
  - Pruning of all the Downtown and parking lot trees.
  - Upgraded electrical in Heritage Plaza and Main Street corridor to accommodate new holiday lighting and events.
- Performed electrical upgrades to the structures at Clark Field. This included new service panels and transformers, as well as a complete electrical overhaul of the various buildings.
- Upgraded our 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.
- 759 sidewalk trip hazards were eliminated by saw-cutting as opposed to concrete removal and replacement. Utilizing this method of trip hazard removal saved an estimated \$177,700 in costs if the concrete was removed and replaced.
- Performed road repairs in the south/west quadrant of the city; this area is encompassed by CR 98 to the west, East Street to the east, City limits to the south and Gibson Road to the north. This work included dig-outs, base repairs and crack sealing. The work was in preparation for the 13-14 slurry project that is scheduled for this area.

### FY2014-15 Goals

- Perform road repairs in the north/west quadrant of the city; this area is encompassed by CR 98 to the west, West Street to the east, W Main Street to the south and the City limits to the north. The work will include dig-outs, base repairs and crack sealing. This will be in preparation for the 14-15 slurry project that is scheduled for this area.
- Install new hardware (radio's and transmitters) at various traffic signals that are currently not connected to our traffic signal management system. With approximately 67% of our signalized intersection connected, the addition of these intersections will help staff become even more efficient in our signal operations and bring us closer to our goal of 100% connectivity.
- Continue with our citywide street lighting LED conversion project.
- Perform wide range cyclical pruning (if funds are approved) in our older growth section of town.
- Continue with Downtown enhancements.

### 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

## Department Summaries

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 19 ground water wells that produce approximately 4 billion gallons of water per year. 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 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 1.6 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, 15,041 service connections and 2,546 maintenance holes.

### *Storm Water*

The storm water collection and conveyance system is comprised of 112 miles of mainline pipe; 15 miles of open channel; 233 acres of storage basins; 3,100 drain inlets; 1,291 maintenance holes; 82 inverted siphons; 2 pumping facilities.

## FY2013-14 Accomplishments

- With the completion of the Phase -3 meter project, all known water services are metered. Currently, there are 15,602 metered services in the City.
- The City currently operates 19 ground water wells. These wells produced 4.4 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 elevated water storage tank, nearing its fourth year in service, underwent a thorough internal inspection, and is in excellent condition.
- Cleaned approximately 315,000 linear feet of sewer main and performed 96 pipeline/manhole repairs. The linear footage cleaned exceeds our annual maintenance requirements.
- Won the 2013 Sustainability Engineering Project of the Year Award from the American Society of Civil Engineers (ASCE), Sacramento Section for the Well #28 project. The ASCE selected our project based on its contribution to the well-being of our people and community by expanding the water supply options; utilizing resourcefulness in planning and solving design challenges; pioneering the use of materials and methods at the forefront of regulatory permitting for an emerging water sustainability trend; using innovations in construction methodologies; creating positive impacts on our physical environment by improving the water quality; and providing water supply flexibility along with aesthetic value for our community.

## FY2014-15 Goals

- Begin the process of developing a comprehensive Computer Maintenance Management System for the water and collections operations. This program will enhance our ability to manage and schedule workloads.
- Update the backflow prevention/cross connection control program to ensure compliance with current State of California Title 17/22 regulations.

## Department Summaries

- Review and update collections and storm system operational policies (e.g., storm response, overflow procedures, illicit discharge response, etc.).
- Begin the coordination effort with the Woodland Davis Clean Water Agency and CH2M Hill for future surface water operations.

### 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. Earlier this year, the Administration group met with permit writers from the Regional Board to kick-off work on the Water Pollution Control Facility (WPCF) 2014 National Pollution Discharge Elimination Systems (NPDES) permit, which will be the successor to our current (2009) Permit. We expect the new Permit to be completed later this year.

#### *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.

This year, design work on an upgrade to the plant's aeration system has been finalized and will go out to bid by the end of March 2014. The aeration system upgrade, along with enhancements to several other systems included in the project, will optimize treatment capacity, improve operability of the plant, and enhance our capability to meet environmental regulations. Construction on the aeration project is slated to begin later this year.

#### *Laboratory*

Treated wastewater must meet strict State and Federal clean water requirements prior 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

## Department Summaries

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.

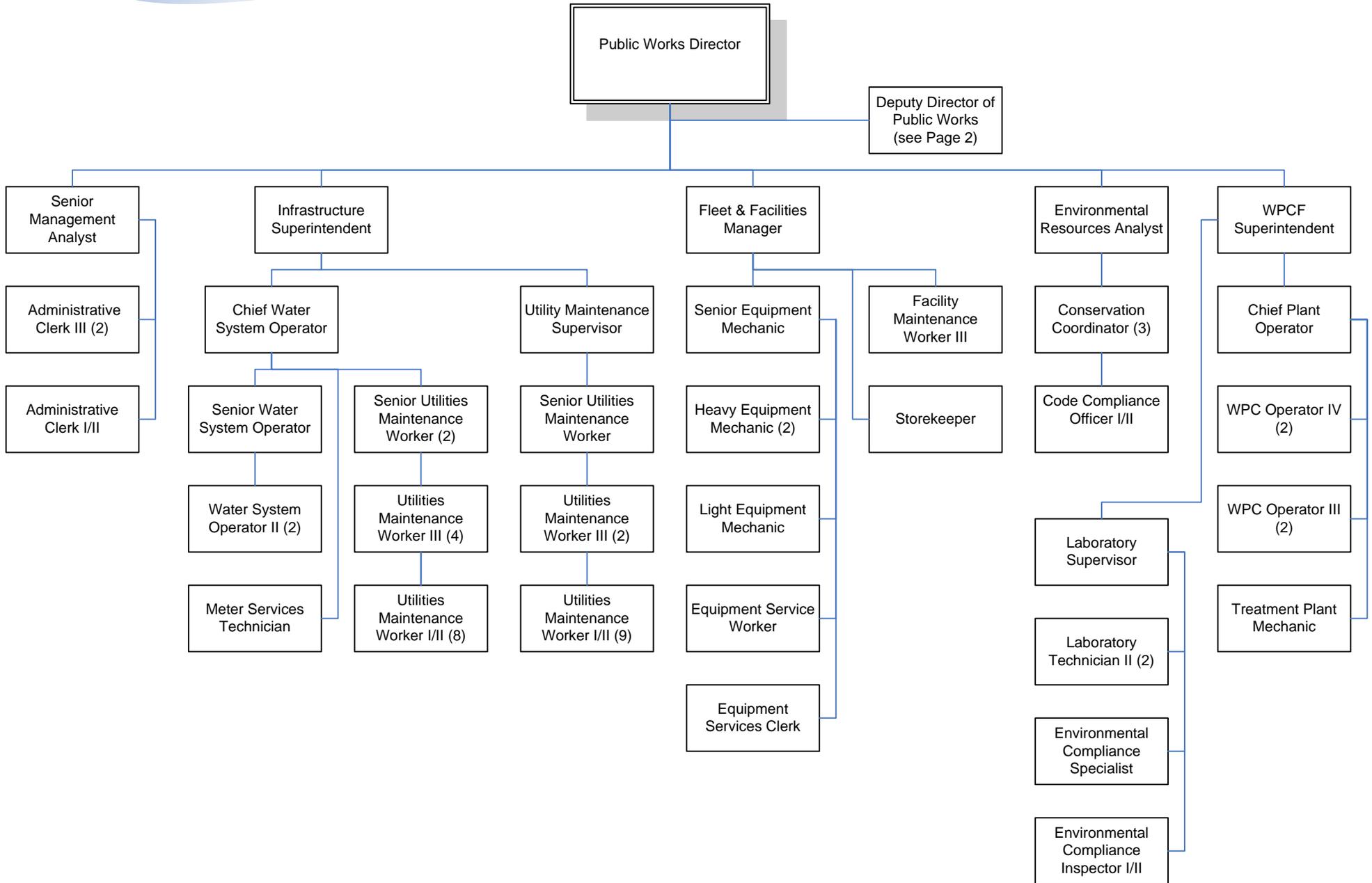
### FY2013-14 Accomplishments

- Finalized design work on an upgrade to the plant's aeration system and went out to bid. Wastewater operations staff, in collaboration with City Engineering and the design engineering firm, 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. Construction is slated to begin later this calendar year.
- The treatment plant, laboratory, and pretreatment program were audited by USEPA and the Regional Board. There were no significant findings or deficiencies noted during any of these routine annual inspections.

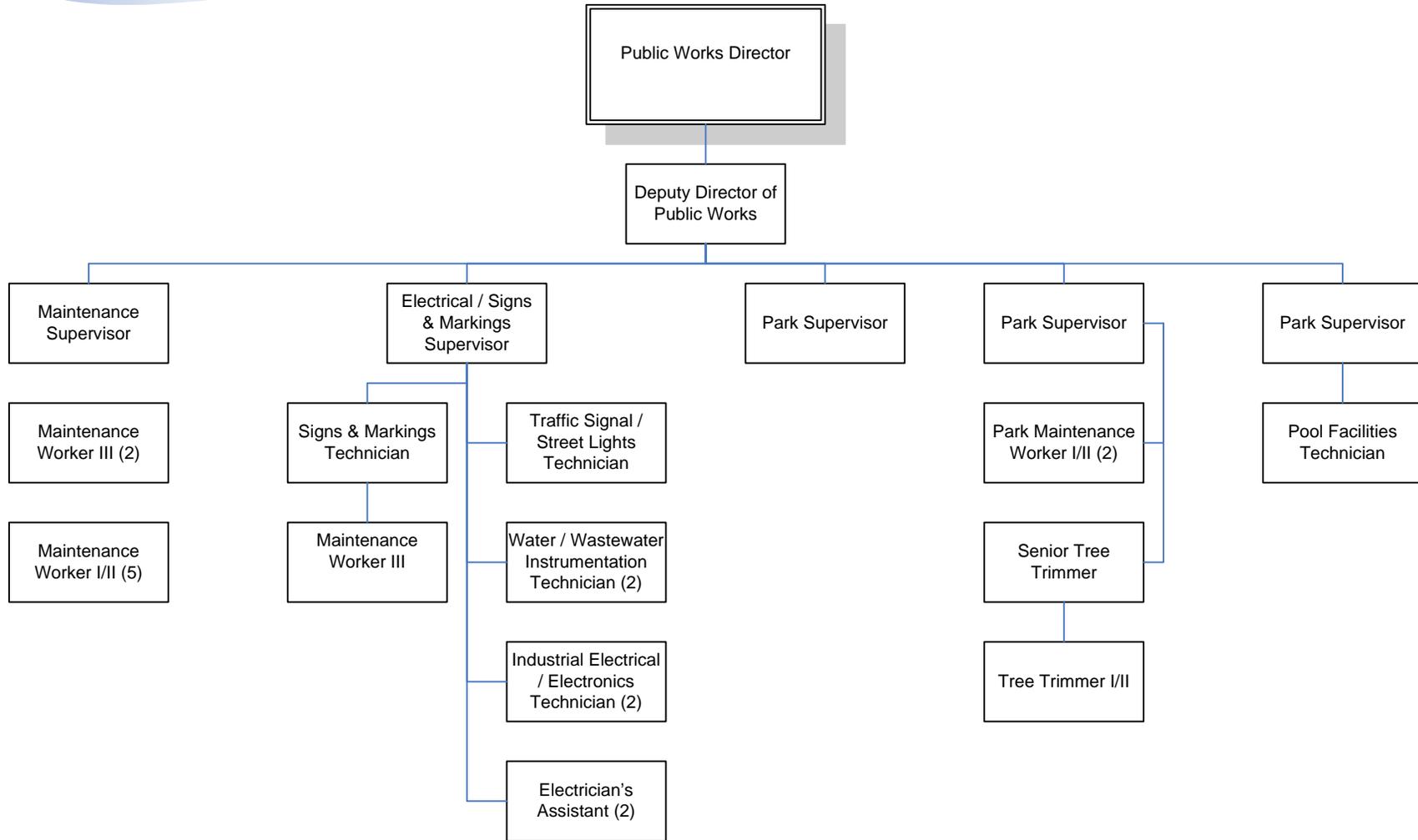
### FY2014-15 Goals

- Continue collaboration with the Regional Water Quality Control Board our new National Pollution Discharge Elimination System (NPDES) permit, which will be the successor to our current (2009) Permit. We expect to implement the new Permit later this calendar year.
- Prepare for future solids disposal needs by completing improvements to the south ponds. Ponds will be 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.

# Public Works



# Public Works



Department Summaries

**PUBLIC WORKS**

<u>Source of Funds</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
General Fund Support	\$ 3,292,433	\$ 2,138,527	\$ 2,476,255	\$ 2,530,342
General Fund Fees & Charges	-	3,450	13,800	8,040
Internal Service Funds	2,702,479	2,556,986	2,956,905	6,941,162
Enterprise Funds	16,973,063	19,645,523	42,193,160	54,322,144
Special Revenue	6,192,921	5,983,337	5,574,312	5,962,159
Development Funds/Capital	4,808,899	3,283,681	3,251,135	3,749,260
Spring Lake	3,119,962	1,681,625	141,513	427,177
Successor Agency	4,579	-	-	-
<b>Total Funding Sources</b>	<b>\$ 37,094,337</b>	<b>\$ 35,293,593</b>	<b>\$ 56,607,080</b>	<b>\$ 73,940,284</b>

<b>Expenses by Division</b>				
<u>Division</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
42 Park Maintenance	2,150,733	2,786,779	3,097,837	2,980
81 Admin	-	-	-	6,285,283
82 Engineering	-	-	-	4
83 Infrastructure ROW	3,644,849	3,545,758	3,708,091	4,469,053
84 Fleet & Facilities	3,163,728	3,052,420	3,456,676	7,494,975
85 Environmental	6,388,479	6,321,670	4,355,418	770,710
86 Utilities	8,695,323	8,799,078	6,766,297	9,753,962
87 PW Operations Admin	1,394,490	297,446	321,657	352,659
88 PW Parks	-	-	101,810	2,680,933
89 Capital	11,656,735	10,490,442	34,799,293	42,129,725
<b>Total Expenditures</b>	<b>37,094,337</b>	<b>35,293,593</b>	<b>56,607,080</b>	<b>73,940,284</b>

<b>Expenses by Category</b>				
<u>Expenditures</u>	Actual FY2011-2012	Actual FY2012-2013	Unaudited Actual FY2013-2014	Adopted Budget FY2014-2015
Salaries and Benefits	11,688,005	11,033,040	9,857,441	10,328,001
Operating Expenditures	33,528,053	32,046,163	27,834,255	18,972,441
Equipment Purchases	(8,126,332)	(7,868,024)	770,070	922,332
Transfers	4,611	112,415	18,145,314	43,717,510
<b>Total Expenditures</b>	<b>37,094,337</b>	<b>35,293,593</b>	<b>56,607,080</b>	<b>73,940,284</b>

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – PUBLIC WORKS

<b>Department/Classification</b>	<b>FY 2011/12</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>ADOPTED FY2014/15</b>
<b>Public Works</b>				
Administrative Clerk II	0	0	1	1
Administrative Clerk III	3	3	2	2
Administrative Secretary	1	0	0	0
Associate Engineer	1	0	0	0
Chief Plant Operator	0	1	1	1
Chief Water System Operator	0	0	0	1
Code Compliance Officer II	0.5	0.5	0.5	0
Conservation Coordinator	3	3	3	3
Deputy PW Director - O&M	0	0	0	1
Electrical Supervisor	1	1	1	1
Electrical/Electronics Instrumentation Technician	5	5	5	0
Electrician's Assistant	2	2	2	2
Engineering Technician II	1	0	0	0
Environmental Compliance Inspector I	0	1	1	1
Environmental Compliance Inspector II	1	0	0	0
Environmental Compliance Specialist	1	1	1	1
Environmental Resource Analyst	1	1	1	1
Equipment Services Clerk	1	1	1	1
Equipment Services Worker	1	1	1	1
Facilities Maintenance Worker III	1	1	1	1
Fleet & Facilities Manager	1	1	1	1
Heavy Equipment Mechanic	2	2	2	2
Ind Electrical Tech	0	0	0	2
Infrastructure O&M Superintendent	2	2	2	1
Laboratory Supervisor	1	1	1	1
Laboratory Technician II	2	2	2	2
Light Equipment Mechanic	1	1	1	1
Maintenance Supervisor	2	2	1	1
Maintenance Worker I	1	0	0	0
Maintenance Worker II	4	5	5	5
Maintenance Worker III	3	3	3	3
Management Analyst II	0	1	0	0
Meter Services Technician	1	1	1	0
Park Maintenance Worker II	2	2	2	2

Department Summaries

EMPLOYEE SUMMARY BY DEPARTMENT – PUBLIC WORKS (CONTINUED)

<b>Department/Classification</b>	<b>FY 2011/12</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>ADOPTED FY2014/15</b>
Park Maintenance Worker III	1	0	0	0
Park Supervisor	3	3	3	3
Pool Facilities Technician	1	1	1	1
Principal Civil Engineer	1	0	0	0
Public Works Director	1	1	1	1
Senior Civil Engineer	2	0	0	0
Senior Engineering Assistant	1	0	0	0
Senior Equipment Mechanic	1	1	1	1
Senior Management Analyst	1	1	1	1
Senior Tree Trimmer	1	1	1	1
Senior Utilities Maintenance Wkr Sewer	0	0	0	1
Senior Utilities Maintenance Wkr Water	0	0	0	2
Senior Water System Operator	0	0	0	1
Signs & Markings Technician	1	1	1	1
Storekeeper	0	1	1	1
Traffic Sig/Street Light Tech	0	0	0	1
Treatment Plant Mechanic	1	1	1	1
Tree Trimmer II	1	1	1	1
Utilities Maintenance Supervisor	1	1	2	1
Utilities Maintenance Worker I	9	8	7	6
Utilities Maintenance Worker II	12	13	14	10
Utilities Maintenance Worker III	4	4	4	6
Water Pollution Control Facility Superintendent	1	1	1	1
Water Pollution Control Operator I	1	0	0	0
Water Pollution Control Operator II	0	2	2	0
Water Pollution Control Operator III	2	2	2	2
Water Pollution Control Operator IV	2	0	0	2
Water Services Technician	0	0	0	1
Water Systems Operator II	3	3	3	2
Water/Waste Inst Tech	0	0	0	2
<b>Total Public Works</b>	<b>96.5</b>	<b>90.5</b>	<b>89.5</b>	<b>89</b>

**CAPITAL IMPROVEMENT PROGRAM (CIP): FY2014-15 THRU FY2017-18**

The CIP represents the spending plan for major public infrastructure improvements over the next four fiscal years. FY2013-14 approved CIP projects are also included since many large projects, particularly related to water and sewer, were approved in the current fiscal year and are just now moving forward with design and construction. FY2014-15 includes more than \$27 million in appropriations in the water enterprise fund, predominately needed to support the Surface Water Supply Project and related local surface water projects.

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 Life are addressed through the CIP.

The CIP budget is organized around eight categories:

- *General* – the projects in this category include technology improvements, 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 the expansion of the book and media collection to meet increased demand as our community grows.
- *Park Facilities* – the projects in this category include improvements to existing recreation facilities including Crawford Park and Camarena Ball Field as well as the purchase of land in the Spring Lake area that will be used for a future park facility.
- *Sewer* – the projects in this category include reconstruction of existing sewer mains and laterals, and various improvements to the Water Pollution Control Facility 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 the Aeration Retrofit Project which will bring our solids handling and hydraulic capacity into sync.
- *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.
- *Transportation* – the projects in this category provide for the study, design, maintenance, and construction of roadways, sidewalks, traffic signals, bikeways, street lighting and general streetscape enhancements. The right of way acquisition for the Kentucky Avenue Reconstruction Project is included in this fiscal year.

## Capital Improvement Program

- *Water* – the projects in this category include large water line repair and replacement, well rehabilitation, Chromium 6 Investigation, and the Surface Water Supply Project including the local projects that support the regional facility.

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. Our water projects are supported through revenue generated by water user fees and include the rate adjustments approved in 2012 that extend into 2016. With the approved sewer rates adopted in 2013, we are able to move forward with large Aeration Retrofit Project.

Funding from the approved ½ cent sales tax, Measure E, is in its ninth year and continues to provide funding for road maintenance, park and recreation facility improvements, and library facility improvements. The approved projects are consistent with the Measure E Spending Plan approved by Council on April 15, 2014.

The City's development fee funds continue to be challenging. Given the current level of development fee income combined with the reduced level of development activity, the Park, Fire and Wastewater Development Funds will not generate sufficient revenue from residential development to meet minimum debt service requirements. Depending upon the level of non-residential development that may occur, the City will continue to rely, at least in the short-term, on pooled cash borrowing to make the annual payments. Consistent with previous years, annual debt service requirements have been programmed to receive the highest priority of available cash within the Capital Budget. Only projects that have been deemed as critical have been programmed using development fee revenue. This year the additional work needed for the General Plan Update will be partially funded by General City Development. The remaining development fee funded projects are minimal.

As always, staff will continue to monitor the revenues and expenses closely and keep a particular close watch on the development fee funds. Any substantive deviation from our projections will be presented to Council with the quarterly budget update.

Capital Improvement Program

**Projects by Fund Totals**

Fund #	FY14	FY15	FY16	FY17	FY18	Total Funding	Remaining Budget as of 3/31/14
<b>101 - General Fund Total</b>	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 49,844
<b>210 - Water Enterprise Total</b>	\$ 25,281,105	\$ 27,067,260	\$ 5,918,750	\$ 2,776,000	\$ 215,000	\$ 92,746,771	\$ 63,660,774
<b>220 - Sewer Enterprise Total</b>	\$ 2,894,850	\$ 10,454,000	\$ 10,296,000	\$ 5,143,000	\$ 2,500,000	\$ 40,141,558	\$ 35,593,451
<b>250 - Solid Waste/Recycling Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 295,000	\$ 290,291
<b>320 - CDBG Total</b>	\$ 183,117	\$ 100,340	\$ -	\$ -	\$ -	\$ 283,457	\$ 258,493
<b>351- Transportation Grants Total</b>	\$ 1,700,000	\$ 911,590	\$ -	\$ 12,000,000	\$ 1,130,000	\$ 20,530,751	\$ 19,816,458
<b>501 - Capital Projects Total</b>	\$ 155,898	\$ 72,000	\$ -	\$ -	\$ -	\$ 1,662,462	\$ 540,871
<b>506 - Measure "E" Total</b>	\$ 2,205,000	\$ 3,383,000	\$ 1,865,000	\$ 1,165,000	\$ 1,465,000	\$ 15,194,462	\$ 12,119,887
<b>510 - General City Development Total</b>	\$ 291,442	\$ 288,000	\$ 80,000	\$ -	\$ -	\$ 1,850,898	\$ 905,026
<b>540 - Park Development Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,000	\$ 31,000
<b>541 - Quimby Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,444	\$ 209,399
<b>570 - Library Development Total</b>	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 425,000	\$ 64,382
<b>581 - Storm Drain Development Total</b>	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 90,000	\$ 67,944
<b>582 - Road Development Total</b>	\$ 40,000	\$ 40,000	\$ 405,000	\$ 405,000	\$ 40,000	\$ 1,608,223	\$ 940,581
<b>584 - Water Development Total</b>	\$ -	\$ -	\$ -	\$ 200,000	\$ 1,500,000	\$ 1,700,000	\$ 1,700,000
<b>640 - SLIF Parks Total</b>	\$ -	\$ 100,000	\$ 1,300,000	\$ 2,500,000	\$ -	\$ 3,920,000	\$ 3,920,000
<b>681 - SLIF Storm Drain Total</b>	\$ 550,000	\$ 200,000	\$ 1,338,000	\$ -	\$ -	\$ 2,572,000	\$ 2,232,854
<b>682 - SLIF Roads Total</b>	\$ 1,129,000	\$ 809,000	\$ 2,850,000	\$ 547,000	\$ 4,553,000	\$ 14,695,000	\$ 14,626,537
<b>821 - Redevelopment Bond Fund Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 4,557
<b>SLIF Total</b>	\$ -	\$ 100,000	\$ 387,000	\$ -	\$ -	\$ 3,235,000	\$ 2,935,000
<b>Grand Total</b>	\$ 34,625,412	\$ 43,620,190	\$ 24,534,750	\$ 24,831,000	\$ 11,498,000	\$ 201,342,026	\$ 159,967,346

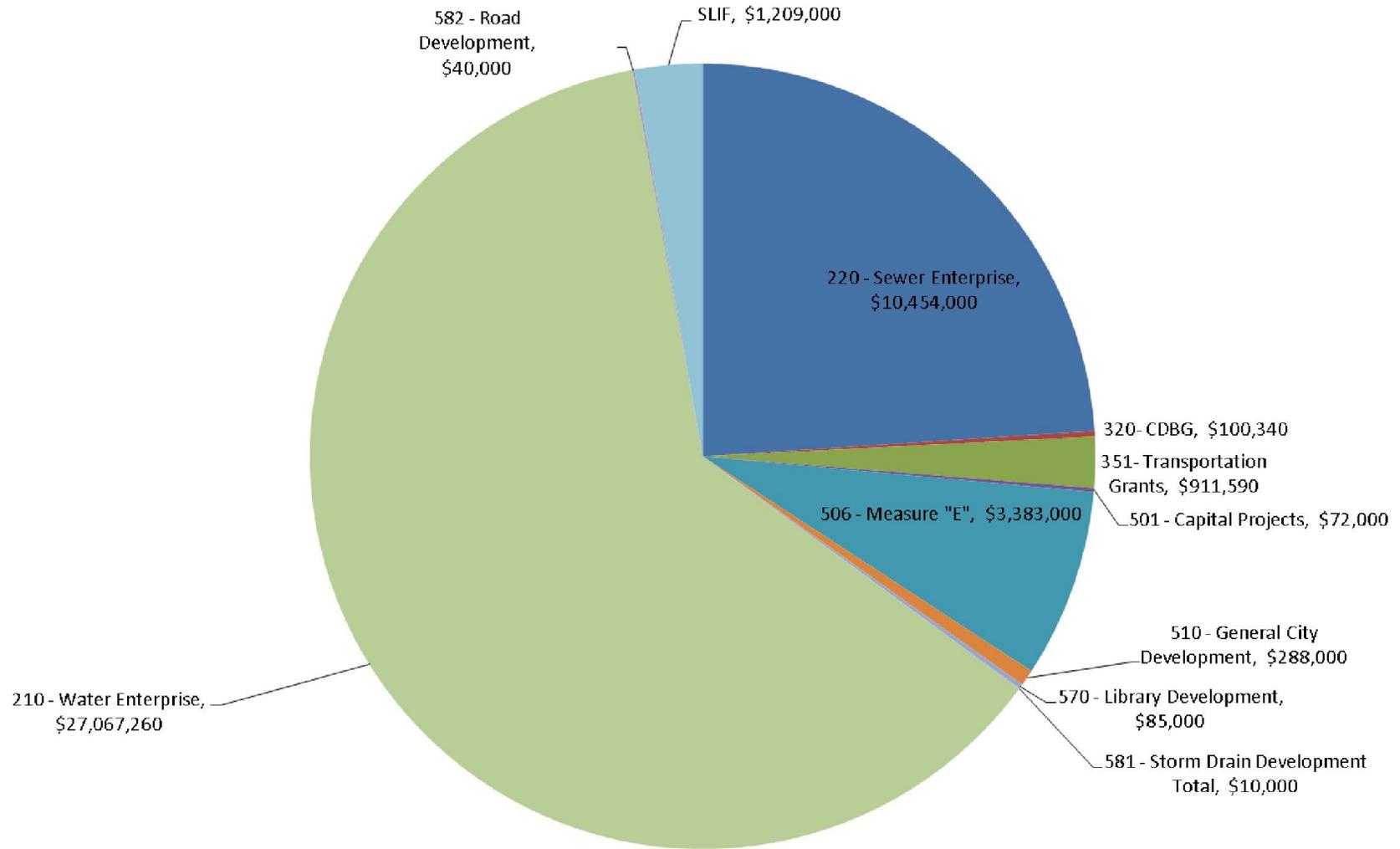
PROJECTS BY FUND

Category	Fund #	ProjectNumber	Project Name	FY14	FY15	FY16	FY17	FY18	Total Funding	Remaining Budget as of 3/31/14
General	101 - General Fund	12-17	Purchase of State Theater	\$ 100,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ 49,844
	<b>101 - General Fund Total</b>			\$ 100,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ 49,844
Transportation	210 - Water Enterprise	04-07	Kentucky Avenue Widening and Reconstruction	\$ -	\$ -	\$ -	\$ 300,000	\$ -	300,000	\$ 300,000
Water	210 - Water Enterprise	08-07	Surface Water Project	\$ 14,091,705	\$ 20,340,000	\$ 350,000	\$ 350,000	\$ -	53,227,694	\$ 29,688,554
Water	210 - Water Enterprise	08-28	Modify Well Casings	\$ 150,000	\$ -	\$ 170,000	\$ -	\$ -	715,000	\$ 452,884
Water	210 - Water Enterprise	08-29	Groundwater Monitoring Wells	\$ -	\$ -	\$ -	\$ -	\$ -	66,000	\$ 66,000
Water	210 - Water Enterprise	08-33	First New Ground Level Tank	\$ 1,359,400	\$ -	\$ -	\$ 64,000	\$ -	8,432,400	\$ 4,497,948
Water	210 - Water Enterprise	09-05	Water Source Security System	\$ -	\$ -	\$ -	\$ -	\$ -	255,000	\$ 255,000
Water	210 - Water Enterprise	09-23	Water System Leak Detection, Maintenance & Repairs	\$ 78,000	\$ 2,690,000	\$ 2,080,000	\$ 832,000	\$ 115,000	7,459,000	\$ 7,406,019
Sewer	210 - Water Enterprise	10-11	Treatment Plant Exp-Biosolids	\$ -	\$ -	\$ -	\$ -	\$ -	34,000	\$ 33,881
Water	210 - Water Enterprise	11-10	Destroy Old Wells	\$ -	\$ -	\$ 60,000	\$ 180,000	\$ -	302,000	\$ 302,000
Water	210 - Water Enterprise	11-14	Water Transmission Main (East) - Surface Water Local	\$ 6,000,000	\$ 715,260	\$ -	\$ -	\$ -	8,782,927	\$ 8,325,845
Water	210 - Water Enterprise	12-05	Water Transmission Main (West) - Surface Water Local	\$ 2,647,000	\$ 2,647,000	\$ -	\$ -	\$ -	6,534,000	\$ 6,309,727
Transportation	210 - Water Enterprise	12-10	Water Meter Pavement Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	600,000	\$ 68,804
Water	210 - Water Enterprise	14-09	Water Master Plan Update	\$ 100,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ 100,000
Water	210 - Water Enterprise	14-10	Water Pipeline Realignment from Sewer and Storm Assets	\$ 300,000	\$ -	\$ -	\$ -	\$ -	300,000	\$ 300,000
Water	210 - Water Enterprise	14-12	Ashley Gate Storm Drain Control Structure - Surface Water Local	\$ 405,000	\$ -	\$ -	\$ -	\$ -	405,000	\$ 398,218
Water	210 - Water Enterprise	14-13	ASR Testing and Modeling - Surface Water Local	\$ 150,000	\$ 100,000	\$ 100,000	\$ 200,000	\$ -	550,000	\$ 472,144
Water	210 - Water Enterprise	15-02	New ASR Well Construction	\$ -	\$ 500,000	\$ 2,908,750	\$ 500,000	\$ -	3,908,750	\$ 3,908,750
Water	210 - Water Enterprise	15-04	Chromium 6 Investigations	\$ -	\$ 75,000	\$ -	\$ -	\$ -	75,000	\$ 75,000
Water	210 - Water Enterprise	WTR-021	Nitrate Source Reduction Program	\$ -	\$ -	\$ 150,000	\$ -	\$ -	150,000	\$ 150,000
Water	210 - Water Enterprise	WTR-025	Well Modification to ASR	\$ -	\$ -	\$ 100,000	\$ 150,000	\$ 100,000	350,000	\$ 350,000
Water	210 - Water Enterprise	WTR-027	Well Replacement	\$ -	\$ -	\$ -	\$ 200,000	\$ -	200,000	\$ 200,000
	<b>210 - Water Enterprise Total</b>			\$ 25,281,105	\$ 27,067,260	\$ 5,918,750	\$ 2,776,000	\$ 215,000	92,746,771	\$ 63,660,774
Transportation	220 - Sewer Enterprise	04-07	Kentucky Avenue Widening and Reconstruction	\$ -	\$ -	\$ -	\$ 300,000	\$ -	300,000	\$ 300,000
Sewer	220 - Sewer Enterprise	08-21	Annual Sewer Repair and Replacement	\$ 300,350	\$ 530,000	\$ 750,000	\$ 750,000	\$ 750,000	3,717,850	\$ 3,285,802
Sewer	220 - Sewer Enterprise	08-22	Preliminary Odor Abatement	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	354,500	\$ 115,403
Sewer	220 - Sewer Enterprise	08-35	New Calibrated City Sewer Model	\$ -	\$ -	\$ -	\$ -	\$ -	40,000	\$ 40,000
Storm Drain	220 - Sewer Enterprise	09-15	FloodSAFE Yolo/Cache Creek Feasibility Study	\$ -	\$ 500,000	\$ -	\$ -	\$ -	1,900,000	\$ 1,197,751
Sewer	220 - Sewer Enterprise	10-11	Treatment Plant Exp-Biosolids	\$ 567,000	\$ 809,000	\$ 809,000	\$ 800,000	\$ 500,000	6,030,000	\$ 4,577,511
Sewer	220 - Sewer Enterprise	12-02	Wastewater Aeration Retrofit	\$ -	\$ 7,725,000	\$ 7,725,000	\$ -	\$ -	19,150,000	\$ 17,688,350
Sewer	220 - Sewer Enterprise	14-02	Water Pollution Asset Replacement Project	\$ 1,115,000	\$ -	\$ 202,000	\$ 2,483,000	\$ 440,000	4,240,000	\$ 4,240,000
Sewer	220 - Sewer Enterprise	14-03	Replacement of Orangeberg Sewer Laterals	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	1,500,000	\$ 1,500,000
Sewer	220 - Sewer Enterprise	14-07	Sewer Collection System Wastewater Treatment Master Plan	\$ 61,500	\$ 80,000	\$ -	\$ -	\$ -	368,208	\$ 107,634
Sewer	220 - Sewer Enterprise	14-15	Large Diameter Wastewater Pipeline Repair, Replacement, & Lining	\$ 321,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	2,321,000	\$ 2,321,000
Sewer	220 - Sewer Enterprise	14-21	Oak Avenue Sewer Replacement	\$ 220,000	\$ -	\$ -	\$ -	\$ -	220,000	\$ 220,000
	<b>220 - Sewer Enterprise Total</b>			\$ 2,894,850	\$ 10,454,000	\$ 10,296,000	\$ 5,143,000	\$ 2,500,000	40,141,558	\$ 35,593,451
General	250 - Solid Waste/Recycling	11-23	Regulatory Closure of Old City Landfill (Regional Park site)	\$ -	\$ -	\$ -	\$ -	\$ -	295,000	\$ 290,291
	<b>250 - Solid Waste/Recycling Total</b>			\$ -	\$ -	\$ -	\$ -	\$ -	295,000	\$ 290,291
Transportation	320 - CDBG	14-05	2013/14 ADA Improvements	\$ 158,117	\$ -	\$ -	\$ -	\$ -	158,117	\$ 133,153
Transportation	320 - CDBG	14-06	Series Street Light Replacements	\$ 25,000	\$ -	\$ -	\$ -	\$ -	25,000	\$ 25,000
Transportation	320 - CDBG	15-09	2014/15 ADA Improvements	\$ -	\$ 100,340	\$ -	\$ -	\$ -	100,340	\$ 100,340
	<b>320 - CDBG Total</b>			\$ 183,117	\$ 100,340	\$ -	\$ -	\$ -	283,457	\$ 258,493
Transportation	351- Transportation Grants	04-07	Kentucky Avenue Widening and Reconstruction	\$ -	\$ -	\$ -	\$ 12,000,000	\$ -	14,000,000	\$ 13,660,826
Transportation	351- Transportation Grants	08-58	Downtown Streetscape Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	1,015,000	\$ 680,117
Transportation	351- Transportation Grants	10-07	East Kentucky Rehab Project	\$ -	\$ -	\$ -	\$ -	\$ -	670,172	\$ 670,120
Transportation	351- Transportation Grants	11-24	I-5/CR 102 Interchange Landscaping	\$ -	\$ 911,590	\$ -	\$ -	\$ -	1,763,579	\$ 1,746,431
Transportation	351- Transportation Grants	11-27	Main St/Cleveland St Signal Intersection Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	252,000	\$ 228,964
Transportation	351- Transportation Grants	13-05	East Main Street Improvement Project	\$ 1,700,000	\$ -	\$ -	\$ -	\$ 1,130,000	2,830,000	\$ 2,830,000
	<b>351- Transportation Grants Total</b>			\$ 1,700,000	\$ 911,590	\$ -	\$ 12,000,000	\$ 1,130,000	20,530,751	\$ 19,816,458
General	501 - Capital Projects	07-06	General Plan Update	\$ 23,000	\$ 72,000	\$ -	\$ -	\$ -	260,000	\$ 201,686
General	501 - Capital Projects	07-07	Zoning Ordinance & CEQA	\$ 30,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ 97,075
General	501 - Capital Projects	08-37	Enterprise Information System (EIS) Project	\$ 102,898	\$ -	\$ -	\$ -	\$ -	877,462	\$ 20,301
Transportation	501 - Capital Projects	11-24	I-5/CR 102 Interchange Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	250,000	\$ 62,534
Park Facilities	501 - Capital Projects	13-07	Community & Senior Center Emergency Generator	\$ -	\$ -	\$ -	\$ -	\$ -	175,000	\$ 159,276
	<b>501 - Capital Projects Total</b>			\$ 155,898	\$ 72,000	\$ -	\$ -	\$ -	1,662,462	\$ 540,871
Transportation	506 - Measure "E"	00-06	I-5/SR113 Freeway to Freeway Connectors Phase 2	\$ -	\$ -	\$ -	\$ -	\$ -	45,000	\$ -
Transportation	506 - Measure "E"	04-07	Kentucky Avenue Widening and Reconstruction	\$ 200,000	\$ 1,500,000	\$ -	\$ -	\$ -	1,770,650	\$ 1,762,340
Transportation	506 - Measure "E"	06-06	Measure E Planning-Management	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	513,301	\$ 207,155
Transportation	506 - Measure "E"	06-14	Annual In-House Road Program Support	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	6,080,000	\$ 4,178,871
Transportation	506 - Measure "E"	08-58	Downtown Streetscape Improvements	\$ 100,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ 100,000
Transportation	506 - Measure "E"	10-07	East Kentucky Rehab Project	\$ 300,000	\$ -	\$ -	\$ -	\$ -	552,511	\$ 466,787
General	506 - Measure "E"	12-17	Purchase of State Theater	\$ -	\$ -	\$ -	\$ -	\$ -	275,000	\$ 1,077

PROJECTS BY FUND

Category	Fund #	ProjectNumber	Project Name	FY14	FY15	FY16	FY17	FY18	Total Funding	Remaining Budget as of 3/31/14
Park Facilities	506 - Measure "E"	13-03	Clark Field	\$ 405,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 540,000	\$ 86,325
Transportation	506 - Measure "E"	13-05	East Main Street Improvement Project	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000	\$ 450,000
Transportation	506 - Measure "E"	14-14	2014 Road Maintenance Project	\$ 350,000	\$ 650,000	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 999,332
Transportation	506 - Measure "E"	15-03	2015 Road Maintenance Project	\$ -	\$ 550,000	\$ 550,000	\$ -	\$ -	\$ 1,100,000	\$ 1,100,000
Park Facilities	506 - Measure "E"	15-06	Play Equipment & Electrical Panel - Crawford Park	\$ -	\$ 143,000	\$ -	\$ -	\$ -	\$ 143,000	\$ 143,000
Park Facilities	506 - Measure "E"	15-07	Camarena Ball Field - Grant Match	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
Library	506 - Measure "E"	15-08	Library Facility Improvements	\$ -	\$ 50,000	\$ 250,000	\$ 300,000	\$ -	\$ 600,000	\$ 600,000
Transportation	506 - Measure "E"	TRANS-048	2016 Road Maintenance Project	\$ -	\$ -	\$ 600,000	\$ 400,000	\$ -	\$ 1,000,000	\$ 1,000,000
Transportation	506 - Measure "E"	TRANS-049	2017 Road Maintenance Project	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
	<b>506 - Measure "E" Total</b>			\$ 2,205,000	\$ 3,383,000	\$ 1,865,000	\$ 1,165,000	\$ 1,465,000	\$ 15,194,462	\$ 12,119,887
General	510 - General City Development	07-06	General Plan Update	\$ 160,000	\$ 288,000	\$ -	\$ -	\$ -	\$ 1,200,000	\$ 676,586
General	510 - General City Development	08-37	Enterprise Information System (EIS) Project	\$ 51,442	\$ -	\$ -	\$ -	\$ -	\$ 490,898	\$ 122,355
General	510 - General City Development	08-57	MPPF Annual Update	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ 160,000	\$ 106,084
	<b>510 - General City Development Total</b>			\$ 291,442	\$ 288,000	\$ 80,000	\$ -	\$ -	\$ 1,850,898	\$ 905,026
Transportation	540 - Park Development	11-15	Community Center/Sports Park Frontage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,000	\$ 31,000
	<b>540 - Park Development Total</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,000	\$ 31,000
Transportation	541 - Quimby	11-15	Community Center/Sports Park Frontage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,444	\$ 209,399
	<b>541 - Quimby Total</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,444	\$ 209,399
Library	570 - Library Development	94-45	Library Material Collection	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 425,000	\$ 64,382
	<b>570 - Library Development Total</b>			\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 425,000	\$ 64,382
Storm Drain	581 - Storm Drain Development	09-31	Storz Pond Maintenance	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 90,000	\$ 67,944
	<b>581 - Storm Drain Development Total</b>			\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 90,000	\$ 67,944
Transportation	582 - Road Development	95-24	Planning Analysis Studies	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 180,413	\$ 156,983
Transportation	582 - Road Development	00-06	I-5/SR113 Freeway to Freeway Connectors Phase 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000	\$ 4,978
Transportation	582 - Road Development	02-28	Traffic Engineering Services	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 175,860	\$ 137,863
Transportation	582 - Road Development	04-07	Kentucky Avenue Widening and Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,950	\$ (145,768)
Transportation	582 - Road Development	11-27	Main St/Cleveland St Signal Intersection Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 56,525
Transportation	582 - Road Development	TRANS-013	Install Traffic Signal at Kentucky/Cottonwood	\$ -	\$ -	\$ 365,000	\$ -	\$ -	\$ 365,000	\$ 365,000
Transportation	582 - Road Development	TRANS-015	Install traffic signal at Kentucky Ave and CR 102	\$ -	\$ -	\$ -	\$ 365,000	\$ -	\$ 365,000	\$ 365,000
	<b>582 - Road Development Total</b>			\$ 40,000	\$ 40,000	\$ 405,000	\$ 405,000	\$ 40,000	\$ 1,608,223	\$ 940,581
Water	584 - Water Development	WTR-004	Future ASR Wells	\$ -	\$ -	\$ -	\$ 200,000	\$ 1,500,000	\$ 1,700,000	\$ 1,700,000
	<b>584 - Water Development Total</b>			\$ -	\$ -	\$ -	\$ 200,000	\$ 1,500,000	\$ 1,700,000	\$ 1,700,000
Park Facilities	640 - SLIF Parks	15-05	SLSP Neighborhood Park	\$ -	\$ 100,000	\$ 1,300,000	\$ 2,500,000	\$ -	\$ 3,900,000	\$ 3,900,000
Transportation	640 - SLIF Parks	11-15	Community Center/Sports Park Frontage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
	<b>640 - SLIF Parks Total</b>			\$ -	\$ 100,000	\$ 1,300,000	\$ 2,500,000	\$ -	\$ 3,920,000	\$ 3,920,000
SLIF Infrastructure	681 - SLIF Storm Drain	06-12	Spring Lake East Regional Pond Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 484,000	\$ 254,706
SLIF Infrastructure	681 - SLIF Storm Drain	11-13	North Gibson Ponds Modification for Storm Drainage	\$ 550,000	\$ 200,000	\$ 1,250,000	\$ -	\$ -	\$ 2,000,000	\$ 1,890,147
SLIF Infrastructure	681 - SLIF Storm Drain	SL-012	Galvin Way Storm Drain	\$ -	\$ -	\$ 88,000	\$ -	\$ -	\$ 88,000	\$ 88,000
	<b>681 - SLIF Storm Drain Total</b>			\$ 550,000	\$ 200,000	\$ 1,338,000	\$ -	\$ -	\$ 2,572,000	\$ 2,232,854
SLIF Infrastructure	682 - SLIF Roads	09-25	County Road 25A Improvement: SR 113 to Harry Lorenzo Ave	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 1,079,000	\$ 1,010,537
SLIF Infrastructure	682 - SLIF Roads	11-03	Marston Drive between Parkland Ave and Harry Lorenzo Avenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 426,000	\$ 426,000
SLIF Infrastructure	682 - SLIF Roads	11-04	Farmers Central Road between Harry Lorenzo Avenue and Pioneer Ave	\$ 810,000	\$ 809,000	\$ -	\$ -	\$ -	\$ 1,619,000	\$ 1,619,000
SLIF Infrastructure	682 - SLIF Roads	11-11	Parkland Avenue between Heritage Parkway and Marston	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,311,000	\$ 3,311,000
SLIF Infrastructure	682 - SLIF Roads	14-01	Beeghly Greenbelt	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ 285,000	\$ 285,000
SLIF Infrastructure	682 - SLIF Roads	14-04	Monuments and Bus Shelters	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
SLIF Infrastructure	682 - SLIF Roads	14-16	Pioneer Avenue High School Entrance to Farmer's Central Rd	\$ -	\$ -	\$ 2,300,000	\$ -	\$ -	\$ 2,300,000	\$ 2,300,000
SLIF Infrastructure	682 - SLIF Roads	SL-010	Harry Lorenzo Avenue between Gibson and Farmers Central Roads	\$ -	\$ -	\$ 550,000	\$ 547,000	\$ -	\$ 1,097,000	\$ 1,097,000
SLIF Infrastructure	682 - SLIF Roads	SL-015	Parkland Drive between Pioneer Avenue and Harry Lorenzo Avenue	\$ -	\$ -	\$ -	\$ -	\$ 2,294,000	\$ 2,294,000	\$ 2,294,000
SLIF Infrastructure	682 - SLIF Roads	SL-018	Harry Lorenzo Avenue between Farmers Central and Parkland	\$ -	\$ -	\$ -	\$ -	\$ 516,000	\$ 516,000	\$ 516,000
SLIF Infrastructure	682 - SLIF Roads	SL-021	R&B Greenbelt	\$ -	\$ -	\$ -	\$ -	\$ 1,743,000	\$ 1,743,000	\$ 1,743,000
	<b>682 - SLIF Roads Total</b>			\$ 1,129,000	\$ 809,000	\$ 2,850,000	\$ 547,000	\$ 4,553,000	\$ 14,695,000	\$ 14,626,537
Transportation	821 - Redevelopment Bond Fund	08-58	Downtown Streetscape Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 4,557
	<b>821 - Redevelopment Bond Fund Total</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 4,557
SLIF Infrastructure	SLIF	15-01	Meikle between Heritage Parkway and Road 25A	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 400,000	\$ 100,000
SLIF Infrastructure	SLIF	SL-019	SR113 Utility Crossings	\$ -	\$ -	\$ 387,000	\$ -	\$ -	\$ 2,835,000	\$ 2,835,000
	<b>SLIF Total</b>			\$ -	\$ 100,000	\$ 387,000	\$ -	\$ -	\$ 3,235,000	\$ 2,935,000
	<b>Grand Total</b>			\$ 34,625,412	\$ 43,620,190	\$ 24,534,750	\$ 24,831,000	\$ 11,498,000	\$ 201,342,026	\$ 159,967,346

### FY2014/15 Capital Budget by Fund



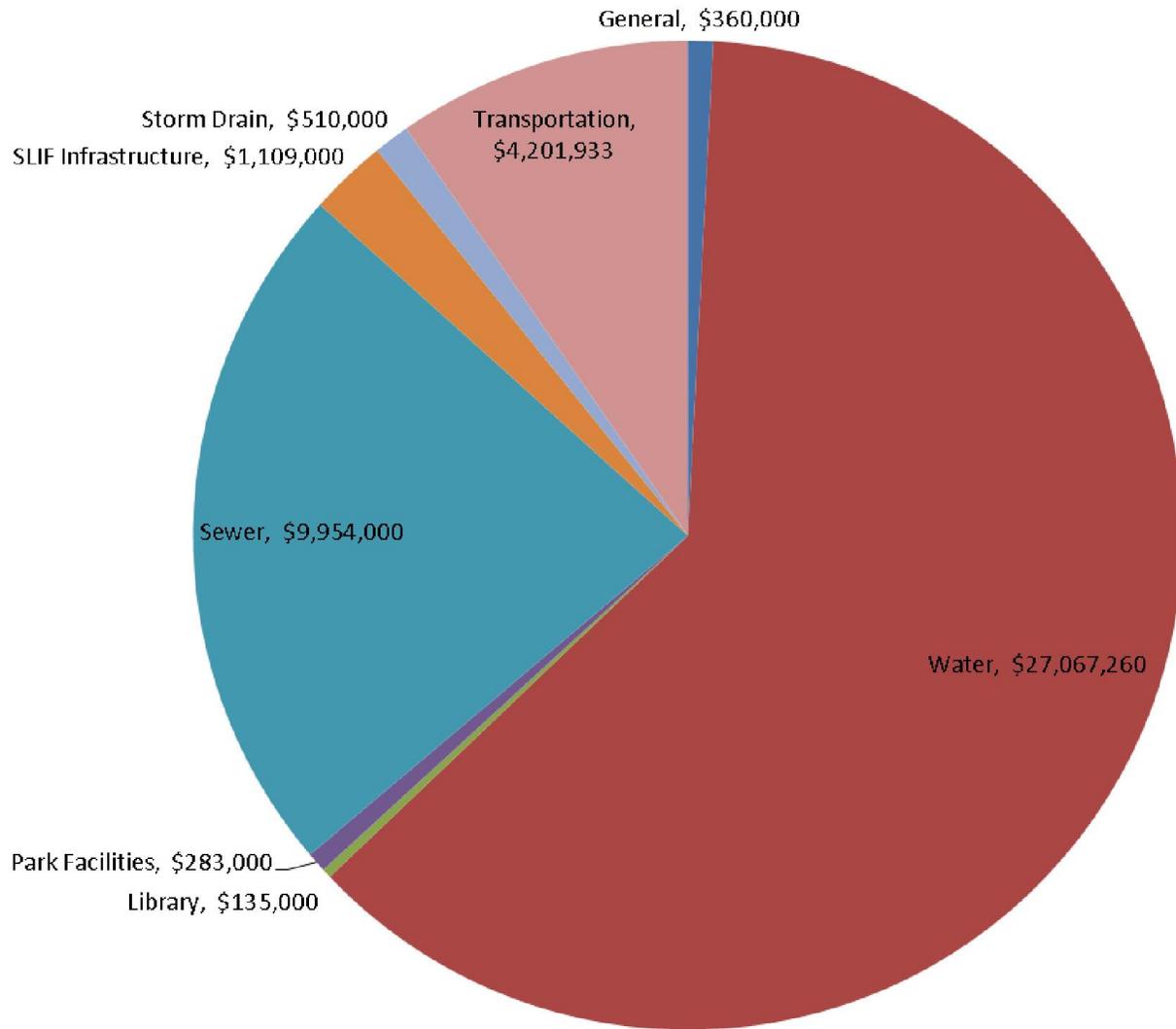
PROJECTS BY CATEGORY

Category	Fund #	ProjectNumber	Project Name	FY14	FY15	FY16	FY17	FY18	Total Funding	Remaining Budget as of 3/31/14
General	501 - Capital Projects	07-06	General Plan Update	\$ 23,000	\$ 72,000	\$ -	\$ -	\$ -	260,000	\$ 201,686
General	510 - General City Development	07-06	General Plan Update	\$ 160,000	\$ 288,000	\$ -	\$ -	\$ -	1,200,000	\$ 676,586
General	501 - Capital Projects	07-07	Zoning Ordinance & CEQA	\$ 30,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ 97,075
General	501 - Capital Projects	08-37	Enterprise Information System (EIS) Project	\$ 102,898	\$ -	\$ -	\$ -	\$ -	877,462	\$ 20,301
General	510 - General City Development	08-37	Enterprise Information System (EIS) Project	\$ 51,442	\$ -	\$ -	\$ -	\$ -	490,898	\$ 122,355
General	510 - General City Development	08-57	MPPF Annual Update	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	160,000	\$ 106,084
General	250 - Solid Waste/Recycling	11-23	Regulatory Closure of Old City Landfill (Regional Park site)	\$ -	\$ -	\$ -	\$ -	\$ -	295,000	\$ 290,291
General	101 - General Fund	12-17	Purchase of State Theater	\$ 100,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ 49,844
General	506 - Measure "E"	12-17	Purchase of State Theater	\$ -	\$ -	\$ -	\$ -	\$ -	275,000	\$ 1,077
<b>General Total</b>				\$ 547,340	\$ 360,000	\$ 80,000	\$ -	\$ -	3,758,360	\$ 1,565,300
Library	570 - Library Development	94-45	Library Material Collection	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	425,000	\$ 64,382
Library	506 - Measure "E"	15-08	Library Facility Improvements	\$ -	\$ 50,000	\$ 250,000	\$ 300,000	\$ -	600,000	\$ 600,000
<b>Library Total</b>				\$ 85,000	\$ 135,000	\$ 335,000	\$ 385,000	\$ 85,000	1,025,000	\$ 664,382
Park Facilities	506 - Measure "E"	13-03	Clark Field	\$ 405,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	540,000	\$ 86,325
Park Facilities	501 - Capital Projects	13-07	Community & Senior Center Emergency Generator	\$ -	\$ -	\$ -	\$ -	\$ -	175,000	\$ 159,276
Park Facilities	640 - SLIF Parks	15-05	SLSP Neighborhood Park	\$ -	\$ 100,000	\$ 1,300,000	\$ 2,500,000	\$ -	3,900,000	\$ 3,900,000
Park Facilities	506 - Measure "E"	15-06	Play Equipment & Electrical Panel - Crawford Park	\$ -	\$ 143,000	\$ -	\$ -	\$ -	143,000	\$ 143,000
Park Facilities	506 - Measure "E"	15-07	Camarena Ball Field - Grant Match	\$ -	\$ 25,000	\$ -	\$ -	\$ -	25,000	\$ 25,000
<b>Park Facilities Total</b>				\$ 405,000	\$ 283,000	\$ 1,315,000	\$ 2,515,000	\$ 15,000	4,783,000	\$ 4,313,601
Sewer	220 - Sewer Enterprise	08-21	Annual Sewer Repair and Replacement	\$ 300,350	\$ 530,000	\$ 750,000	\$ 750,000	\$ 750,000	3,717,850	\$ 3,285,802
Sewer	220 - Sewer Enterprise	08-22	Preliminary Odor Abatement	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	354,500	\$ 115,403
Sewer	220 - Sewer Enterprise	08-35	New Calibrated City Sewer Model	\$ -	\$ -	\$ -	\$ -	\$ -	40,000	\$ 40,000
Sewer	210 - Water Enterprise	10-11	Treatment Plant Exp-Biosolids	\$ -	\$ -	\$ -	\$ -	\$ -	34,000	\$ 33,881
Sewer	220 - Sewer Enterprise	10-11	Treatment Plant Exp-Biosolids	\$ 567,000	\$ 809,000	\$ 809,000	\$ 800,000	\$ 500,000	6,030,000	\$ 4,577,511
Sewer	220 - Sewer Enterprise	12-02	Wastewater Aeration Retrofit	\$ -	\$ 7,725,000	\$ 7,725,000	\$ -	\$ -	19,150,000	\$ 17,688,350
Sewer	220 - Sewer Enterprise	14-02	Water Pollution Asset Replacement Project	\$ 1,115,000	\$ -	\$ 202,000	\$ 2,483,000	\$ 440,000	4,240,000	\$ 4,240,000
Sewer	220 - Sewer Enterprise	14-03	Replacement of Orangeberg Sewer Laterals	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	1,500,000	\$ 1,500,000
Sewer	220 - Sewer Enterprise	14-07	Sewer Collection System Wastewater Treatment Master Plan	\$ 61,500	\$ 80,000	\$ -	\$ -	\$ -	368,208	\$ 107,634
Sewer	220 - Sewer Enterprise	14-15	Large Diameter Wastewater Pipeline Repair, Replacement, & Lining	\$ 321,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	2,321,000	\$ 2,321,000
Sewer	220 - Sewer Enterprise	14-21	Oak Avenue Sewer Replacement	\$ 220,000	\$ -	\$ -	\$ -	\$ -	220,000	\$ 220,000
<b>Sewer Total</b>				\$ 2,894,850	\$ 9,954,000	\$ 10,296,000	\$ 4,843,000	\$ 2,500,000	37,975,558	\$ 34,129,581
SLIF Infrastructure	681 - SLIF Storm Drain	06-12	Spring Lake East Regional Pond Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	484,000	\$ 254,706
SLIF Infrastructure	682 - SLIF Roads	09-25	County Road 25A Improvement: SR 113 to Harry Lorenzo Ave	\$ 9,000	\$ -	\$ -	\$ -	\$ -	1,079,000	\$ 1,010,537
SLIF Infrastructure	682 - SLIF Roads	11-03	Marston Drive between Parkland Ave and Harry Lorenzo Avenue	\$ -	\$ -	\$ -	\$ -	\$ -	426,000	\$ 426,000
SLIF Infrastructure	682 - SLIF Roads	11-04	Farmers Central Road between Harry Lorenzo Avenue and Pioneer Ave	\$ 810,000	\$ 809,000	\$ -	\$ -	\$ -	1,619,000	\$ 1,619,000
SLIF Infrastructure	682 - SLIF Roads	11-11	Parkland Avenue between Heritage Parkway and Marston	\$ -	\$ -	\$ -	\$ -	\$ -	3,311,000	\$ 3,311,000
SLIF Infrastructure	681 - SLIF Storm Drain	11-13	North Gibson Ponds Modification for Storm Drainage	\$ 550,000	\$ 200,000	\$ 1,250,000	\$ -	\$ -	2,000,000	\$ 1,890,147
SLIF Infrastructure	682 - SLIF Roads	14-01	Beehly Greenbelt	\$ 285,000	\$ -	\$ -	\$ -	\$ -	285,000	\$ 285,000
SLIF Infrastructure	682 - SLIF Roads	14-04	Monuments and Bus Shelters	\$ 25,000	\$ -	\$ -	\$ -	\$ -	25,000	\$ 25,000
SLIF Infrastructure	682 - SLIF Roads	14-16	Pioneer Avenue High School Entrance to Farmer's Central Rd	\$ -	\$ -	\$ 2,300,000	\$ -	\$ -	2,300,000	\$ 2,300,000
SLIF Infrastructure	SLIF	15-01	Meikle between Heritage Parkway and Road 25A	\$ -	\$ 100,000	\$ -	\$ -	\$ -	400,000	\$ 100,000
SLIF Infrastructure	682 - SLIF Roads	SL-010	Harry Lorenzo Avenue between Gibson and Farmers Central Roads	\$ -	\$ -	\$ 550,000	\$ 547,000	\$ -	1,097,000	\$ 1,097,000
SLIF Infrastructure	681 - SLIF Storm Drain	SL-012	Galvin Way Storm Drain	\$ -	\$ -	\$ 88,000	\$ -	\$ -	88,000	\$ 88,000
SLIF Infrastructure	682 - SLIF Roads	SL-015	Parkland Drive between Pioneer Avenue and Harry Lorenzo Avenue	\$ -	\$ -	\$ -	\$ -	\$ 2,294,000	2,294,000	\$ 2,294,000
SLIF Infrastructure	682 - SLIF Roads	SL-018	Harry Lorenzo Avenue between Farmers Central and Parkland	\$ -	\$ -	\$ -	\$ -	\$ 516,000	516,000	\$ 516,000
SLIF Infrastructure	SLIF	SL-019	SR113 Utility Crossings	\$ -	\$ -	\$ 387,000	\$ -	\$ -	2,835,000	\$ 2,835,000
SLIF Infrastructure	682 - SLIF Roads	SL-021	R&B Greenbelt	\$ -	\$ -	\$ -	\$ -	\$ 1,743,000	1,743,000	\$ 1,743,000
<b>SLIF Infrastructure Total</b>				\$ 1,679,000	\$ 1,109,000	\$ 4,575,000	\$ 547,000	\$ 4,553,000	20,502,000	\$ 19,794,391
Storm Drain	220 - Sewer Enterprise	09-15	FloodSAFE Yolo/Cache Creek Feasibility Study	\$ -	\$ 500,000	\$ -	\$ -	\$ -	1,900,000	\$ 1,197,715
Storm Drain	581 - Storm Drain Development	09-31	Storz Pond Maintenance	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	90,000	\$ 67,944
<b>Storm Drain Total</b>				\$ 10,000	\$ 510,000	\$ 10,000	\$ 10,000	\$ 10,000	1,990,000	\$ 1,265,659
Transportation	582 - Road Development	95-24	Planning Analysis Studies	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	180,413	\$ 156,983
Transportation	506 - Measure "E"	00-06	I-5/SR113 Freeway to Freeway Connectors Phase 2	\$ -	\$ -	\$ -	\$ -	\$ -	45,000	\$ -
Transportation	582 - Road Development	00-06	I-5/SR113 Freeway to Freeway Connectors Phase 2	\$ -	\$ -	\$ -	\$ -	\$ -	385,000	\$ 4,978
Transportation	582 - Road Development	02-28	Traffic Engineering Services	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	175,860	\$ 137,863
Transportation	210 - Water Enterprise	04-07	Kentucky Avenue Widening and Reconstruction	\$ -	\$ -	\$ -	\$ 300,000	\$ -	300,000	\$ 300,000
Transportation	220 - Sewer Enterprise	04-07	Kentucky Avenue Widening and Reconstruction	\$ -	\$ -	\$ -	\$ 300,000	\$ -	300,000	\$ 300,000
Transportation	351- Transportation Grants	04-07	Kentucky Avenue Widening and Reconstruction	\$ -	\$ -	\$ -	\$ 12,000,000	\$ -	14,000,000	\$ 13,660,826
Transportation	506 - Measure "E"	04-07	Kentucky Avenue Widening and Reconstruction	\$ 200,000	\$ 1,500,000	\$ -	\$ -	\$ -	1,770,650	\$ 1,762,340
Transportation	582 - Road Development	04-07	Kentucky Avenue Widening and Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ -	76,950	\$ (145,768)
Transportation	506 - Measure "E"	06-06	Measure E Planning-Management	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	513,301	\$ 207,155
Transportation	506 - Measure "E"	06-14	Annual In-House Road Program Support	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	6,080,000	\$ 4,178,871
Transportation	351- Transportation Grants	08-58	Downtown Streetscape Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	1,015,000	\$ 680,117
Transportation	506 - Measure "E"	08-58	Downtown Streetscape Improvements	\$ 100,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ 100,000

PROJECTS BY CATEGORY

Category	Fund #	ProjectNumber	Project Name	FY14	FY15	FY16	FY17	FY18	Total Funding	Remaining Budget as of 3/31/14
Transportation	821 - Redevelopment Bond Fund	08-58	Downtown Streetscape Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	50,000	\$ 4,557
Transportation	351- Transportation Grants	10-07	East Kentucky Rehab Project	\$ -	\$ -	\$ -	\$ -	\$ -	670,172	\$ 670,120
Transportation	506 - Measure "E"	10-07	East Kentucky Rehab Project	\$ 300,000	\$ -	\$ -	\$ -	\$ -	552,511	\$ 466,787
Transportation	540 - Park Development	11-15	Community Center/Sports Park Frontage	\$ -	\$ -	\$ -	\$ -	\$ -	31,000	\$ 31,000
Transportation	541 - Quimby	11-15	Community Center/Sports Park Frontage	\$ -	\$ -	\$ -	\$ -	\$ -	210,444	\$ 209,399
Transportation	640 - SLIF Parks & Recreation	11-15	Community Center/Sports Park Frontage	\$ -	\$ -	\$ -	\$ -	\$ -	20,000	\$ 20,000
Transportation	351- Transportation Grants	11-24	I-5/CR 102 Interchange Landscaping	\$ -	\$ 911,590	\$ -	\$ -	\$ -	1,763,579	\$ 1,746,431
Transportation	501 - Capital Projects	11-24	I-5/CR 102 Interchange Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	250,000	\$ 62,534
Transportation	351- Transportation Grants	11-27	Main St/Cleveland St Signal Intersection Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	252,000	\$ 228,964
Transportation	582 - Road Development	11-27	Main St/Cleveland St Signal Intersection Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	60,000	\$ 56,525
Transportation	210 - Water Enterprise	12-10	Water Meter Pavement Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	600,000	\$ 68,804
Transportation	351- Transportation Grants	13-05	East Main Street Improvement Project	\$ 1,700,000	\$ -	\$ -	\$ -	1,130,000	2,830,000	\$ 2,830,000
Transportation	506 - Measure "E"	13-05	East Main Street Improvement Project	\$ 400,000	\$ -	\$ -	\$ -	\$ -	450,000	\$ 450,000
Transportation	320 - CDBG	14-05	2013/14 ADA Improvements	\$ 158,117	\$ -	\$ -	\$ -	\$ -	158,117	\$ 133,153
Transportation	320 - CDBG	14-06	Series Street Light Replacements	\$ 25,000	\$ -	\$ -	\$ -	\$ -	25,000	\$ 25,000
Transportation	506 - Measure "E"	14-14	2014 Road Maintenance Project	\$ 350,000	\$ 650,000	\$ -	\$ -	\$ -	1,000,000	\$ 999,332
Transportation	506 - Measure "E"	15-03	2015 Road Maintenance Project	\$ -	\$ 550,000	\$ 550,000	\$ -	\$ -	1,100,000	\$ 1,100,000
Transportation	320 - CDBG	15-09	2014/15 ADA Improvements	\$ -	\$ 100,343	\$ -	\$ -	\$ -	100,343	\$ 100,343
Transportation	582 - Road Development	TRANS-013	Install Traffic Signal at Kentucky/Cottonwood	\$ -	\$ -	\$ 365,000	\$ -	\$ -	365,000	\$ 365,000
Transportation	582 - Road Development	TRANS-015	Install traffic signal at Kentucky Ave and CR 102	\$ -	\$ -	\$ -	\$ 365,000	\$ -	365,000	\$ 365,000
Transportation	506 - Measure "E"	TRANS-048	2016 Road Maintenance Project	\$ -	\$ -	\$ 600,000	\$ 400,000	\$ -	1,000,000	\$ 1,000,000
Transportation	506 - Measure "E"	TRANS-049	2017 Road Maintenance Project	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	1,000,000	\$ 1,000,000
<b>Transportation Total</b>				\$ 3,723,117	\$ 4,201,933	\$ 2,005,000	\$ 13,855,000	\$ 2,620,000	\$ 37,795,340	\$ 33,276,311
Water	210 - Water Enterprise	08-07	Surface Water Project	\$ 14,091,705	\$ 20,340,000	\$ 350,000	\$ 350,000	\$ -	53,227,694	\$ 29,688,554
Water	210 - Water Enterprise	08-28	Modify Well Casings	\$ 150,000	\$ -	\$ 170,000	\$ -	\$ -	715,000	\$ 452,884
Water	210 - Water Enterprise	08-29	Groundwater Monitoring Wells	\$ -	\$ -	\$ -	\$ -	\$ -	66,000	\$ 66,000
Water	210 - Water Enterprise	08-33	First New Ground Level Tank	\$ 1,359,400	\$ -	\$ -	\$ 64,000	\$ -	8,432,400	\$ 4,497,948
Water	210 - Water Enterprise	09-05	Water Source Security System	\$ -	\$ -	\$ -	\$ -	\$ -	255,000	\$ 255,000
Water	210 - Water Enterprise	09-23	Water System Leak Detection, Maintenance & Repairs	\$ 78,000	\$ 2,690,000	\$ 2,080,000	\$ 832,000	\$ 115,000	7,459,000	\$ 7,406,019
Water	210 - Water Enterprise	11-10	Destroy Old Wells	\$ -	\$ -	\$ 60,000	\$ 180,000	\$ -	302,000	\$ 302,000
Water	210 - Water Enterprise	11-14	Water Transmission Main (East) - Surface Water Local	\$ 6,000,000	\$ 715,260	\$ -	\$ -	\$ -	8,782,927	\$ 8,325,845
Water	210 - Water Enterprise	12-05	Water Transmission Main (West) - Surface Water Local	\$ 2,647,000	\$ 2,647,000	\$ -	\$ -	\$ -	6,534,000	\$ 6,309,727
Water	210 - Water Enterprise	14-09	Water Master Plan Update	\$ 100,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ 100,000
Water	210 - Water Enterprise	14-10	Water Pipeline Realignment from Sewer and Storm Assets	\$ 300,000	\$ -	\$ -	\$ -	\$ -	300,000	\$ 300,000
Water	210 - Water Enterprise	14-12	Ashley Gate Storm Drain Control Structure - Surface Water Local	\$ 405,000	\$ -	\$ -	\$ -	\$ -	405,000	\$ 398,218
Water	210 - Water Enterprise	14-13	ASR Testing and Modeling - Surface Water Local	\$ 150,000	\$ 100,000	\$ 100,000	\$ 200,000	\$ -	550,000	\$ 472,144
Water	210 - Water Enterprise	15-02	New ASR Well Construction	\$ -	\$ 500,000	\$ 2,908,750	\$ 500,000	\$ -	3,908,750	\$ 3,908,750
Water	210 - Water Enterprise	15-04	Chromium 6 Investigations	\$ -	\$ 75,000	\$ -	\$ -	\$ -	75,000	\$ 75,000
Water	584 - Water Development	WTR-004	Future ASR Wells	\$ -	\$ -	\$ -	\$ 200,000	\$ 1,500,000	1,700,000	\$ 1,700,000
Water	210 - Water Enterprise	WTR-021	Nitrate Source Reduction Program	\$ -	\$ -	\$ 150,000	\$ -	\$ -	150,000	\$ 150,000
Water	210 - Water Enterprise	WTR-025	Well Modification to ASR	\$ -	\$ -	\$ 100,000	\$ 150,000	\$ 100,000	350,000	\$ 350,000
Water	210 - Water Enterprise	WTR-027	Well Replacement	\$ -	\$ -	\$ -	\$ 200,000	\$ -	200,000	\$ 200,000
<b>Water Total</b>				\$ 25,281,105	\$ 27,067,260	\$ 5,918,750	\$ 2,676,000	\$ 1,715,000	\$ 93,512,771	\$ 64,958,088
<b>Grand Total</b>				\$ 34,625,412	\$ 43,620,193	\$ 24,534,750	\$ 24,831,000	\$ 11,498,000	\$ 201,342,029	\$ 159,967,349

### FY2014/15 Capital budget by Category



**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Project Costs**

	Fund 510 - General City Development	Fund 501 - Capital Projects		
<b>Prior Year Allocation</b>	\$752,000	\$165,000	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$160,000	\$23,000	\$0	\$0
2014-15	\$288,000	\$72,000	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,200,000</u>	<u>\$260,000</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,460,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$1,460,000</u>
<b>By Category:</b>	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.

The proposed General Plan Update project has been authorized for funding in the Capital Budget in FY12 and FY13 in the amount of \$917,000 and an additional amount of \$183,000 was allocated in the FY14 Capital Budget for a total of \$1.1 M. However, due to project changes, additional funding will be required for FY15 in the amount of \$360,000.

**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 Principles

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**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

- 2006 Voter enacted Urban Limit Line
- AB 32 policies and preparation of Climate Action Plan
- Flood mitigation
- Rail realignment
- Water supply
- 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 2015.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Zoning Ordinance & CEQA	<b>Project Proponent:</b>	Community Development
<b>Project #:</b>	07-07	<b>Project Manager:</b>	Community Development
<b>MPFP:</b>		<b>User Department:</b>	Community Development
<b>Funding Source(s):</b>	Fund 501 - Capital Projects		

**Project Costs**

	<b>Fund 501 - Capital Projects</b>			
<b>Prior Year Allocation</b>	\$70,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$30,000	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$100,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		\$100,000	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

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

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

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

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

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Pertinent Issue:** CEQA and AB 32 changes

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

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Enterprise Information System (EIS) Project	<b>Project Proponent:</b>	Scott Sawin
<b>Project #:</b>	08-37	<b>Project Manager:</b>	Scott Sawin
<b>MPFP:</b>	City-101	<b>User Department:</b>	Administrative Services
<b>Funding Source(s):</b>	Fund 510 - General City Development Fund 501 - Capital Projects		

**Project Costs**

	Fund 510 - General City Development	Fund 501 - Capital Projects		
<b>Prior Year Allocation</b>	\$439,456	\$774,564	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$51,442	\$102,898	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$490,898</u>	<u>\$877,462</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,368,360</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$1,368,360</u>
<b>By Category:</b>	Design Costs:	<u>\$0</u>
	Construction Costs:	<u>\$0</u>
	Land Acquisition:	<u>\$0</u>

**ABOUT THE PROJECT:**

**Project Description:** Replace existing Pentamation Financial modules with fully-featured system for budget, ledgers, purchasing, payroll/personnel, time keeping, bid/quote, contract management, CASS (address verification), etc. Emphasis on enterprise level system with built-in integration to revenue generating activities (especially community services). The Land Management portion of the project will include replacement of planning, development, permits, licenses, utility billing, etc.

**Justification** The City has outgrown its Financial and Land Management systems, and they do not meet current needs.

**Pertinent Issue:** Operating cost assumptions are for IT personnel only. Maintenance of a new system would require a new IT Specialist, as well as \$20,000 per year in contract service costs. Project costs represent anticipated annual payments for project financing.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Project Costs**

<b>Prior Year Allocation</b>	<b>Fund 510 - General City Development</b>			
<b>Fiscal Year</b>	\$0	\$0	\$0	\$0
<b>2013-14</b>	\$80,000	\$0	\$0	\$0
<b>2014-15</b>	\$0	\$0	\$0	\$0
<b>2015-16</b>	\$80,000	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$160,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$160,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$160,000</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:** Regulatory Closure of Old City Landfill (Regional Park site)      **Project Proponent:** Administrative Services  
**Project #:** 11-23      **Project Manager:** Utilities Division  
**MPFP:**      **User Department:** Public Works  
**Funding Source(s):** Fund 250 - Solid Waste/Recycling

**Project Costs**

<b>Prior Year Allocation</b>	<b>Fund 250 - Solid Waste/Recycling</b>			
	\$295,000	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$0	\$0	\$0	\$0
<b>2014-15</b>	\$0	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$295,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$295,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$295,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** Work with environmental consultants to investigate old landfill gas and soil conditions, conduct groundwater monitoring, analyze the relationship between past fill uses and water quality, coordination with regulatory agencies, and prepare a final closure document that is accepted by the pertinent agencies. The work will incorporate the results of the previous city studies and will be based on a preliminary project plan prepared by geotechnical and waste management consultants in spring 2011. Depending on the conclusions of these efforts, closure may be formally accepted or additional activities may be required, ultimately allowing for site reuse, sale, or lease.

**Justification** Landfill use discontinued in 1977. Partial studies of potential groundwater and soil issues were performed over 3 decades. Completion of studies and a final closure plan are needed for RWQCB acceptance. Objective is to either obtain state concurrence that the fill is not a public health concern and that no additional environmental monitoring is needed or obtain state concurrence on a plan for acceptable corrective actions.

**Pertinent Issue:** State regulation requires that corrective actions be implemented as needed for groundwater contamination resulting from landfill uses. Regulatory clearance is needed to allow for reuse of this surplus property. Total property acreage is approx. 159 acres, with old landfill occupying approx. half.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Purchase of State Theater	<b>Project Proponent:</b>	City Management
<b>Project #:</b>	12-17	<b>Project Manager:</b>	Community Development
<b>MPFP:</b>		<b>User Department:</b>	City Management
<b>Funding Source(s):</b>	Fund 506 - Measure "E" Fund 101 - General Fund		

Project Costs				
	Fund 506 - Measure "E"	Fund 101 - General Fund		
<b>Prior Year Allocation</b>	\$275,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$100,000	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$275,000</u>	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$375,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$100,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$275,000</u>	

**ABOUT THE PROJECT:**

**Project Description:** Purchase of the State Theater located on Main St in Woodland.

**Justification** The State Theater is a longtime community landmark in Woodland and an important part of the downtown area. The theater is no longer operating, and has faced an uncertain future. Various potential future uses of the theater have been discussed by members of the community, but a lack of funding and consensus on the future use of the theater have hindered efforts to acquire it. The City Council identified acquisition of the theater as the best way to protect it against demolition or significant deterioration while discussions continue about future uses of the building.

**Pertinent Issue:** Current discussions are with the Woodland Opera House to renovate the State Theater as an additional Opera House facility.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Project Costs**

<b>Prior Year Allocation</b>	<b>Fund 570 - Library Development</b>				
	\$0	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>					
2013-14	\$85,000	\$0	\$0	\$0	\$0
2014-15	\$85,000	\$0	\$0	\$0	\$0
2015-16	\$85,000	\$0	\$0	\$0	\$0
2016-17	\$85,000	\$0	\$0	\$0	\$0
2017-18	\$85,000	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$425,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$425,000</u>				
<b>Cost Estimate By Category:</b>	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:** Buy books and other materials such as CDs and DVDs to meet the expanding needs of the Library generated by new development.

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

**Pertinent Issue:** The allocation is funded by new development.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Library Facility Improvements	<b>Project Proponent:</b>	Library
<b>Project #:</b>	15-08	<b>Project Manager:</b>	TBD
<b>MPFP:</b>		<b>User Department:</b>	Library
<b>Funding Source(s):</b>	Fund 506 - Measure "E"		

**Project Costs**

	Fund 506 - Measure "E"			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$50,000	\$0	\$0	\$0
2015-16	\$250,000	\$0	\$0	\$0
2016-17	\$300,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$600,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$600,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$50,000</u>	
	Design Costs:			
	Construction Costs:		<u>\$550,000</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.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

Project Costs				
	Fund 506 - Measure "E"			
<b>Prior Year Allocation</b>	\$75,000	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$405,000	\$0	\$0	\$0
2014-15	\$15,000	\$0	\$0	\$0
2015-16	\$15,000	\$0	\$0	\$0
2016-17	\$15,000	\$0	\$0	\$0
2017-18	\$15,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$540,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$540,000</u>			
<b>Cost Estimate By Category:</b>	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.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Community & Senior Center Emergency Generator	<b>Project Proponent:</b>	Public Works
<b>Project #:</b>	13-07	<b>Project Manager:</b>	Community Development
<b>MPFP:</b>		<b>User Department:</b>	Community Services
<b>Funding Source(s):</b>	Fund 501 - Capital Projects		

**Project Costs**

	<b>Fund 501 - Capital Projects</b>			
<b>Prior Year Allocation</b>	\$175,000	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$175,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$175,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$25,000</u>	
	Construction Costs:		<u>\$150,000</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** Install emergency generator at Community & Senior Center.

**Justification** Without the emergency generator, the building would be rendered virtually inoperable and potentially uninhabitable in the event of a prolonged loss of power.

**Pertinent Issue:** Building was originally designed and constructed with partial provisions for an emergency generator, and was also originally planned to be used as an emergency evacuation center. An emergency generator would provide crucial backup power for everyday intended use, as well as vital power should it be used as an emergency evacuation center. This issue was also readdressed within the FEA Facilities Assessment of February 9, 2010. Provides an electrical source in case of a prolonged loss of power to include computers, communication devices, HVAC, lighting, automated plumbing fixtures, refrigerators, and freezers.



**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

**Project Name:** Play Equipment & Electrical Panel -  
Crawford Park

**Project Proponent:** Public Works

**Project #:** 15-06

**Project Manager:** TBD

**MPFP:**

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

**User Department:** Public Works

**Project Costs**

	<u>Fund 506 - Measure "E"</u>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$143,000	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$143,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$143,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$0</u>
<b>By Category:</b>	Design Costs:	<u>\$0</u>
	Construction Costs:	<u>\$143,000</u>
	Land Acquisition:	<u>\$0</u>

**ABOUT THE PROJECT:**

**Project Description:** Funding to replace the deteriorating tot playground equipment at Crawford Park along with the existing sand. Safety approved fiber material will be used to surround the site. Additionally, the electrical panel will be replaced.

**Justification** The current tot playground is 26 years old and in very poor shape. The play equipment and current sand material does not meet current standards. It is a highly used park with an abundance of small children.

**Pertinent Issue:** Potential safety issue.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Project Costs**

	<b>Fund 506 - Measure "E"</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
<b>2013-14</b>	\$0	\$0	\$0	\$0
<b>2014-15</b>	\$25,000	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$25,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$25,000</u>	
	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**

<b>Project Name:</b>	Annual Sewer Repair and Replacement	<b>Project Proponent:</b>	Mark Cocke
<b>Project #:</b>	08-21	<b>Project Manager:</b>	Utilities Division
<b>MPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 220 - Sewer Enterprise		

Project Costs				
Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$637,500	\$0	\$0	\$0
Fiscal Year				
<b>2013-14</b>	\$300,350	\$0	\$0	\$0
<b>2014-15</b>	\$530,000	\$0	\$0	\$0
<b>2015-16</b>	\$750,000	\$0	\$0	\$0
<b>2016-17</b>	\$750,000	\$0	\$0	\$0
<b>2017-18</b>	\$750,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$3,717,850</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$3,717,850</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$350,000</u>	
	Construction Costs:		<u>\$3,367,850</u>	
	Land Acquisition:		<u>\$0</u>	

**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:** Mark Cocke  
**User Department:** Public Works

**Project Costs**

<b>Prior Year Allocation</b>	<b>Fund 220 - Sewer Enterprise</b>			
	\$304,500	\$0	\$0	\$0
<b>Fiscal Year</b>				
<b>2013-14</b>	\$10,000	\$0	\$0	\$0
<b>2014-15</b>	\$10,000	\$0	\$0	\$0
<b>2015-16</b>	\$10,000	\$0	\$0	\$0
<b>2016-17</b>	\$10,000	\$0	\$0	\$0
<b>2017-18</b>	\$10,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$354,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$354,500</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$354,500</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

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

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

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

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

**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:** New Calibrated City Sewer Model  
**Project #:** 08-35  
**MPFP:**  
**Funding Source(s):** Fund 220 - Sewer Enterprise

**Project Proponent:** Mark Cocke  
**Project Manager:** Utilities Division  
**User Department:** Public Works

**Project Costs**

Prior Year Allocation	Fund 220 - Sewer Enterprise			
	\$40,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$40,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$40,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$40,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** Develop new Calibrated Sewer Model with GIS linkages to existing City System GIS data and install permanent data loggers in City to document and calibrate model and investigate for Infiltration and Inflow (I & I) problems. This model will help develop solutions for these and other development impacts.

**Justification** At present the current calibrated sewer model does not have 6" lines and has not been calibrated to present conditions. The Downtown, Rail Yard, portions of East Street, and the Fairgrounds are all Stated for "Mixed Use Development." The present model documents problems at build out without these proposed land use changes. The City has documented infiltration and inflow (I&I) problems increasing the potential for sanitary sewer overflows (SSOs) in some areas that will only increase unless these problems are quantified and solutions developed. The new model needs to be calibrated by referring I&I estimates throughout the City. EC and flow monitors will be installed in 23 locations throughout the City to document flows in the rainfall season to collect a storm event >2" in 24 hours.

**Pertinent Issue:** By improving the model and data network, identification of I&I source areas and using this information to prioritize I&I repairs, the selected repairs will be the most cost effective for reducing the operating costs for the WWTP, make more capacity available for future homes or businesses, and potentially postpone the next WWTP expansion. In addition, the SSO's per the requirements of our Discharge Permit.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Treatment Plant Exp-Biosolids	<b>Project Proponent:</b>	Mark Cocke
<b>Project #:</b>	10-11	<b>Project Manager:</b>	TBD
<b>MPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 220 - Sewer Enterprise Fund 210 - Water Enterprise		

**Project Costs**

	Fund 220 - Sewer Enterprise	Fund 210 - Water Enterprise		
<b>Prior Year Allocation</b>	\$2,545,000	\$34,000	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$567,000	\$0	\$0	\$0
2014-15	\$809,000	\$0	\$0	\$0
2015-16	\$809,000	\$0	\$0	\$0
2016-17	\$800,000	\$0	\$0	\$0
2017-18	\$500,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$6,030,000</u>	<u>\$34,000</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$6,064,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$49,380</u>
<b>By Category:</b>	Design Costs:	<u>\$148,140</u>
	Construction Costs:	<u>\$5,832,480</u>
	Land Acquisition:	<u>\$0</u>

**ABOUT THE PROJECT:**

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

**Justification** Exceptional Quality Composted Equivalent material. It is considered suitable as a soil amendment by EPA and the State Water Resources Control Board. In other areas this material would have been used by the farming community for this purpose. Unfortunately Yolo County rules preclude this use in Yolo County. The Plan is to work with Yolo County to change this but in the meantime the WPCF needs to make a good faith effort to begin to dispose of this material as part of its Waste Discharge Requirements (WDR) Permit. The access road to the South Sewer WPCF Ponds will be repaired in Fy14. Biosolids in Ponds #8 and #7 need to stabilize before they can be moved to the biosolids stockpile. These two ponds are the last ponds that have accumulated biosolids that need to be relocated to the biosolids stockpile for relocation/landfilling/reuse. The access road to the South Sewer WPCF Ponds was damaged last year by the Biosolids project. The Sewer Operations Vaccon drivers need a pad to safely dry the soil/sewage mix before disposal to the landfill. The Aeration Project needs a pad constructed this summer prior to construction to mitigate impacts to a burrowing owl next site. This project includes repaving the damage and the turn to the Vaccon Drying bed including a keycard automatic gate. The waste activated sludge ponds used for solar drying for disposal are being lined with soil cement one pond at a time. The operational philosophy of the plant is to have a spare ready to go on line. The second pond scheduled for soil cement treatment is Pond #10. This Soil Cement Treatment is expected to take three weeks.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Project Costs**

	Fund 220 - Sewer Enterprise			
<b>Prior Year Allocation</b>	\$3,700,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$7,725,000	\$0	\$0	\$0
2015-16	\$7,725,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$19,150,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$19,150,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$147,000</u>
<b>By Category:</b>	Design Costs:	<u>\$1,540,000</u>
	Construction Costs:	<u>\$17,463,000</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.

**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**

<b>Project Name:</b>	Water Pollution Asset Replacement Project	<b>Project Proponent:</b>	Public Works
<b>Project #:</b>	14-02	<b>Project Manager:</b>	Mark Cocke
<b>MPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 220 - Sewer Enterprise		

**Project Costs**

	<b>Fund 220 - Sewer Enterprise</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$1,115,000	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$202,000	\$0	\$0	\$0
2016-17	\$2,483,000	\$0	\$0	\$0
2017-18	\$440,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$4,240,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$4,240,000</u>			
<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
<b>By Category:</b>	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$4,240,000</u>	
	Land Acquisition:		<u>\$0</u>	

**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 the next 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 treatment. 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.

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

		Project Costs			
Prior Year Allocation	Fund 220 - Sewer Enterprise				
	\$0	\$0	\$0	\$0	\$0
Fiscal Year					
2013-14	\$300,000	\$0	\$0	\$0	\$0
2014-15	\$300,000	\$0	\$0	\$0	\$0
2015-16	\$300,000	\$0	\$0	\$0	\$0
2016-17	\$300,000	\$0	\$0	\$0	\$0
2017-18	\$300,000	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,500,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,500,000</u>				
<b>Cost Estimate By Category:</b>	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**

<b>Project Name:</b> Sewer Collection System Wastewater Treatment Master Plan	<b>Project Proponent:</b> Mark Cocke
<b>Project #:</b> 14-07	<b>Project Manager:</b> Mark Cocke
<b>MPPFP:</b>	
<b>Funding Source(s):</b> Fund 220 - Sewer Enterprise	<b>User Department:</b> Community Development

**Project Costs**

	<b>Fund 220 - Sewer Enterprise</b>			
<b>Prior Year Allocation</b>	\$226,708	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$61,500	\$0	\$0	\$0
<b>2014-15</b>	\$80,000	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$368,208</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$368,208</u>			
<b>Cost Estimate By Category:</b>	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**

<b>Project Name:</b> Large Diameter Wastewater Pipeline Repair, Replacement, & Lining	<b>Project Proponent:</b> Mark Cocke
<b>Project #:</b> 14-15	<b>Project Manager:</b> Mark Cocke
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 220 - Sewer Enterprise	<b>User Department:</b> Public Works

**Project Costs**

	Fund 220 - Sewer Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$321,000	\$0	\$0	\$0
2014-15	\$500,000	\$0	\$0	\$0
2015-16	\$500,000	\$0	\$0	\$0
2016-17	\$500,000	\$0	\$0	\$0
2017-18	\$500,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$2,321,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$2,321,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	\$145,680
<b>By Category:</b>	Design Costs:	\$218,520
	Construction Costs:	\$1,956,800
	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**

<b>Project Name:</b> Oak Avenue Sewer Replacement	<b>Project Proponent:</b> Utility Engineering
<b>Project #:</b> 14-21	<b>Project Manager:</b> Mark Cocke
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> Fund 220 - Sewer Enterprise	

**Project Costs**

<b>Prior Year Allocation</b>	<b>Fund 220 - Sewer Enterprise</b>			
	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$220,000	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$220,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$220,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$9,000</u>	
	Design Costs:		<u>\$30,000</u>	
	Construction Costs:		<u>\$181,000</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** Remove and replace 635 feet of sewer line on Oak Avenue

**Justification** The segment of sewer line in Oak Avenue serves 156 units at Casa Del Sol and six other parcels. Three parcels are vacant and will be served at some point in the future. The sewer line was inspected using the City's Closed Circuit Television Van as part of the City's routine inspection. During the inspection it was noted that there was sewer deterioration of the concrete pipeline material and several voids were observed with soil visible. The pipeline was installed 1942 and has reached the end of its useful life.

**Pertinent Issue:** Sulfide corrosion and voids-soil visible.

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**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> Spring Lake East Regional Pond Landscaping	<b>Project Proponent:</b> Spring Lake Specific Plan
<b>Project #:</b> 06-12	<b>Project Manager:</b> TBD
<b>MPFP:</b> SD-109	
<b>Funding Source(s):</b> Fund 681 - SLIF Storm Drain	<b>User Department:</b> Public Works

**Project Costs**

	<b>Fund 681 - SLIF Storm Drain</b>			
<b>Prior Year Allocation</b>	\$484,000	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$484,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$484,000</u>			
<b>Cost Estimate By Category:</b>				
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.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

**Project Name:** County Road 25A Improvement: SR 113 to Harry Lorenzo Ave      **Project Proponent:** Community Development  
**Project #:** 09-25      **Project Manager:** Michael Karoly  
**MPPFP:**      **User Department:** Public Works  
**Funding Source(s):** Fund 682 - SLIF Roads

**Project Costs**

	<b>Fund 682 - SLIF Roads</b>			
<b>Prior Year Allocation</b>	\$1,070,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$9,000	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,079,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,079,000</u>			

**Cost Estimate By Category:**

Pre-Design/Environmental/Studies:	<u>\$0</u>
Design Costs:	<u>\$327,000</u>
Construction Costs:	<u>\$752,000</u>
Land Acquisition:	<u>\$0</u>

**ABOUT THE PROJECT:**

**Project Description:** Pavement rehabilitation and widening of CR 25A between Highway 113 and CR 101.

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

**Pertinent Issue:** Costs and funding based on the 2008 (June 12, 2009) Spring Lake CIP update; SLIF funded portion only; reference pg 31-32 of the 2008 SL CIP.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

**Project Name:** Marston Drive between Parkland Ave and Harry Lorenzo Avenue      **Project Proponent:** Spring Lake Specific Plan  
**Project #:** 11-03      **Project Manager:** TBD  
**MPFP:**      **User Department:** Public Works  
**Funding Source(s):** Fund 682 - SLIF Roads

**Project Costs**

	<u>Fund 682 - SLIF Roads</u>			
<b>Prior Year Allocation</b>	\$426,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$426,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$426,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$350,000</u>	
	Land Acquisition:		<u>\$76,000</u>	

**ABOUT THE PROJECT:**

**Project Description:** Construction of a 2-lane collector road that includes 12" water main, pedestrian path and landscaping.

**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 23-26 of 2008 SL CIP PN14.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Farmers Central Road between Harry Lorenzo Avenue and Pioneer Ave	<b>Project Proponent:</b>	Spring Lake Specific Plan
<b>Project #:</b>	11-04	<b>Project Manager:</b>	TBD
<b>MPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 682 - SLIF Roads		

**Project Costs**

	<b>Fund 682 - SLIF Roads</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
<b>2013-14</b>	\$810,000	\$0	\$0	\$0
<b>2014-15</b>	\$809,000	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,619,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,619,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	\$0
<b>By Category:</b>	Design Costs:	<u>\$290,000</u>
	Construction Costs:	<u>\$1,329,000</u>
	Land Acquisition:	<u>\$0</u>

**ABOUT THE PROJECT:**

**Project Description:** Extension of Farmers Central Road between Harry Lorenzo Avenue and Pioneer Ave, including landscaped bike path, 72" storm drain, 21" sewer, and 12" water 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 57-58 of the 2008 SL CIP PN26.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> Parkland Avenue between Heritage Parkway and Marston	<b>Project Proponent:</b> Spring Lake Specific Plan
<b>Project #:</b> 11-11	<b>Project Manager:</b> TBD
<b>MPPFP:</b>	
<b>Funding Source(s):</b> Fund 682 - SLIF Roads	<b>User Department:</b> Public Works

**Project Costs**

	<b>Fund 682 - SLIF Roads</b>			
<b>Prior Year Allocation</b>	\$3,311,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$3,311,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$3,311,000</u>			
<b>Cost Estimate By Category:</b>				
Pre-Design/Environmental/Studies:			\$0	
Design Costs:			\$0	
Construction Costs:			\$2,718,000	
Land Acquisition:			\$593,000	

**ABOUT THE PROJECT:**

**Project Description:** Construction of a 2-lane arterial road which includes landscaping, 8" and 12" water main, 8" and 12" sewer line, and 36" and 42" storm drain lines.

**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 23-26 of 2008 SL CIP PN13.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

Project Costs				
Prior Year Allocation	Fund 681 - SLIF Storm Drain			
	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$550,000	\$0	\$0	\$0
<b>2014-15</b>	\$200,000	\$0	\$0	\$0
<b>2015-16</b>	\$1,250,000	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$2,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$2,000,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	\$0
<b>By Category:</b>	Design Costs:	\$475,000
	Construction Costs:	\$1,525,000
	Land Acquisition:	\$0

**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**

<b>Project Name:</b> Beeghly Greenbelt	<b>Project Proponent:</b> Spring Lake Specific Plan
<b>Project #:</b> 14-01	<b>Project Manager:</b> TBD
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> Fund 682 - SLIF Roads	

**Project Costs**

	Fund 682 - SLIF Roads			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$285,000	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$285,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$285,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$235,000</u>	
	Land Acquisition:		<u>\$50,000</u>	

**ABOUT THE PROJECT:**

**Project Description:** Completion of the greenbelt between the Beeghly Ranch and Russell Ranch tentative maps.

**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 29-30 of the 2008 SL CIP PN36A.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

		Project Costs			
		Fund 682 - SLIF Roads			
<b>Prior Year Allocation</b>		\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>					
2013-14	\$25,000	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$25,000</u>				
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>		
	Design Costs:		<u>\$0</u>		
	Construction Costs:		<u>\$25,000</u>		
	Land Acquisition:		<u>\$0</u>		

**ABOUT THE PROJECT:**

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

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

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

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Project Costs**

	Fund 682 - SLIF Roads			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
<b>2013-14</b>	\$0	\$0	\$0	\$0
<b>2014-15</b>	\$0	\$0	\$0	\$0
<b>2015-16</b>	\$2,300,000	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$2,300,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$2,300,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	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**

<b>Project Name:</b> Meikle between Heritage Parkway and Road 25A	<b>Project Proponent:</b> Spring Lake Specific Plan
<b>Project #:</b> 15-01	<b>Project Manager:</b> TBD
<b>MPFP:</b>	
<b>Funding Source(s):</b> SLIF	<b>User Department:</b> Community Development

**Project Costs**

	SLIF			
<b>Prior Year Allocation</b>	\$300,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
<b>2013-14</b>	\$0	\$0	\$0	\$0
<b>2014-15</b>	\$100,000	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$400,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$400,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		\$0	
	Design Costs:		\$0	
	Construction Costs:		\$400,000	
	Land Acquisition:		\$0	

**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**

<b>Project Name:</b> Harry Lorenzo Avenue between Gibson and Farmers Central Roads	<b>Project Proponent:</b> Spring Lake Specific Plan
<b>Project #:</b> SL-010	<b>Project Manager:</b> TBD
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 682 - SLIF Roads	<b>User Department:</b> Public Works

**Project Costs**

	<b>Fund 682 - SLIF Roads</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$0	\$0	\$0	\$0
<b>2014-15</b>	\$0	\$0	\$0	\$0
<b>2015-16</b>	\$550,000	\$0	\$0	\$0
<b>2016-17</b>	\$547,000	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,097,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,097,000</u>			
<b>Cost Estimate By Category:</b>				
Pre-Design/Environmental/Studies:			\$0	
Design Costs:			\$0	
Construction Costs:			\$1,097,000	
Land Acquisition:			\$0	

**ABOUT THE PROJECT:**

**Project Description:** Reconstruction of Harry Lorenzo Ave. between Gibson Rd and Farmers Central Rd, including 12" water line and 36", 42" 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 45-46 of the 2008 SL CIP PN20.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> Galvin Way Storm Drain	<b>Project Proponent:</b> Spring Lake Specific Plan
<b>Project #:</b> SL-012	<b>Project Manager:</b> TBD
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> Fund 681 - SLIF Storm Drain	

**Project Costs**

	Fund 681 - SLIF Storm Drain			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$88,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$88,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$88,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$88,000</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** Construction of a 42" storm drain line within Galvin Way.

**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 65-67 of the 2008 SL CIP PN29.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Parkland Drive between Pioneer Avenue and Harry Lorenzo Avenue	<b>Project Proponent:</b>	Spring Lake Specific Plan
<b>Project #:</b>	SL-015	<b>Project Manager:</b>	TBD
<b>MPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 682 - SLIF Roads		

**Project Costs**

	<b>Fund 682 - SLIF Roads</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
<b>2013-14</b>	\$0	\$0	\$0	\$0
<b>2014-15</b>	\$0	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$2,294,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$2,294,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$2,294,000</u>			
<b>Cost Estimate By Category:</b>	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

**Project Costs**

	<b>Fund 682 - SLIF Roads</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$516,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$516,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$516,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$92,000</u>	
	Design Costs:		<u>\$0</u>	
	Construction Costs:		<u>\$424,000</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

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

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

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

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> SR113 Utility Crossings	<b>Project Proponent:</b> Spring Lake Specific Plan
<b>Project #:</b> SL-019	<b>Project Manager:</b> TBD
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> SLIF	

**Project Costs**

	SLIF			
<b>Prior Year Allocation</b>	\$2,448,000	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$387,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$2,835,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$2,835,000</u>			
<b>Cost Estimate By Category:</b>				
Pre-Design/Environmental/Studies:			\$0	
Design Costs:			\$438,000	
Construction Costs:			<u>\$2,397,000</u>	
Land Acquisition:			\$0	

**ABOUT THE PROJECT:**

**Project Description:** Construction of a soundwall along SR 113 and utility crossings for water, sewer and storm drain lines. A portion of this work has been completed by Standard Pacific Homes.

**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 74-75 of the 2008 SL CIP.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	R&B Greenbelt	<b>Project Proponent:</b>	Spring Lake Specific Plan
<b>Project #:</b>	SL-021	<b>Project Manager:</b>	TBD
<b>MPFP:</b>		<b>User Department:</b>	Parks and Recreation
<b>Funding Source(s):</b>	Fund 682 - SLIF Roads		

		Project Costs			
		Fund 682 - SLIF Roads			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>					
2013-14	\$0	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$1,743,000	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,743,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,743,000</u>				
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>		
	Design Costs:		<u>\$312,000</u>		
	Construction Costs:		<u>\$1,431,000</u>		
	Land Acquisition:		<u>\$0</u>		

**ABOUT THE PROJECT:**

**Project Description:** Complete greenbelt and pedestrian path located on the west edge of the Village 4 subdivision.

**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 77-80 of the 2008 SL CIP PN 36B and 36C.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	FloodSAFE Yolo/Cache Creek Feasibility Study	<b>Project Proponent:</b>	City Management
<b>Project #:</b>	09-15	<b>Project Manager:</b>	Tim Busch
<b>MPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 220 - Sewer Enterprise		

**Project Costs**

	Fund 220 - Sewer Enterprise			
<b>Prior Year Allocation</b>	\$1,400,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$500,000	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,900,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,900,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$1,900,000</u>
<b>By Category:</b>	Design Costs:	<u>\$0</u>
	Construction Costs:	<u>\$0</u>
	Land Acquisition:	<u>\$0</u>

**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**

<b>Project Name:</b> Storz Pond Maintenance	<b>Project Proponent:</b> Mark Cocke
<b>Project #:</b> 09-31	<b>Project Manager:</b> Mark Cocke
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 581 - Storm Drain Development	<b>User Department:</b> Public Works

**Project Costs**

Prior Year Allocation	Fund 581 - Storm Drain Development	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>					
2013-14	\$10,000	\$0	\$0	\$0	\$0
2014-15	\$10,000	\$0	\$0	\$0	\$0
2015-16	\$10,000	\$0	\$0	\$0	\$0
2016-17	\$10,000	\$0	\$0	\$0	\$0
2017-18	\$10,000	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$90,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$90,000</u>				
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		\$90,000		
	Design Costs:		\$0		
	Construction Costs:		\$0		
	Land Acquisition:				

**ABOUT THE PROJECT:**

**Project Description:** Maintenance of Storz Pond.

**Justification** The City collects developer in-lieu revenue to maintain the Storz Pond. This contract with the YCRCD will provide on-going maintenance of the pond for minimal cost.

**Pertinent Issue:** Funding is from Storm Drain In-Lieu revenue already collected.

**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**

	Fund 582 - Road Development			
<b>Prior Year Allocation</b>	\$80,413	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$20,000	\$0	\$0	\$0
2014-15	\$20,000	\$0	\$0	\$0
2015-16	\$20,000	\$0	\$0	\$0
2016-17	\$20,000	\$0	\$0	\$0
2017-18	\$20,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$180,413</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$180,413</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$180,413</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**

<b>Project Name:</b> I-5/SR113 Freeway to Freeway Connectors Phase 2  <b>Project #:</b> 00-06 <b>MPFP:</b> IGS-100 <b>Funding Source(s):</b> Fund 582 - Road Development Fund 506 - Measure "E"	<b>Project Proponent:</b> Brent Meyer  <b>Project Manager:</b> Brent Meyer  <b>User Department:</b> Community Development
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**Project Costs**

	Fund 582 - Road Development	Fund 506 - Measure "E"		
<b>Prior Year Allocation</b>	\$385,000	\$45,000	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$385,000</u>	<u>\$45,000</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$430,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$430,000</u>	
	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**

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

**Project Costs**

	Fund 582 - Road Development			
<b>Prior Year Allocation</b>	\$75,860	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$20,000	\$0	\$0	\$0
2014-15	\$20,000	\$0	\$0	\$0
2015-16	\$20,000	\$0	\$0	\$0
2016-17	\$20,000	\$0	\$0	\$0
2017-18	\$20,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$175,860</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$175,860</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$175,860</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/striping 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 needed to fund the ITS master plan. This master plan is needed so that the tribal mitigation funding and the MPFP ITS project can be planned for and constructed. This project will also fund the design of pedestrian, and signal enhancement in downtown.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

	<b>Fund 506 - Measure "E"</b>	<b>Fund 351- Transportation Grants</b>	<b>Fund 210 - Water Enterprise</b>	<b>Fund 220 - Sewer</b>
<b>Prior Year Allocation</b>	\$70,650	\$2,076,950	\$0	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$200,000	\$0	\$0	\$0
<b>2014-15</b>	\$1,500,000	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$12,000,000	\$300,000	\$300,000
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,770,650</u>	<u>\$14,076,950</u>	<u>\$300,000</u>	<u>\$300,000</u>
<b>TOTAL</b>	<u>\$16,447,600</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	\$100,000
<b>By Category:</b>	Design Costs:	<u>\$2,000,000</u>
	Construction Costs:	<u>\$12,877,600</u>
	Land Acquisition:	<u>\$1,500,000</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 \$1.5M 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**

	<u>Fund 506 - Measure "E"</u>			
<b>Prior Year Allocation</b>	\$263,301	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$50,000	\$0	\$0	\$0
2014-15	\$50,000	\$0	\$0	\$0
2015-16	\$50,000	\$0	\$0	\$0
2016-17	\$50,000	\$0	\$0	\$0
2017-18	\$50,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$513,301</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$513,301</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$513,301</u>	
	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"

		<u>Project Costs</u>			
		<u>Fund 506 - Measure "E"</u>			
<b>Prior Year Allocation</b>	\$4,080,000	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>					
2013-14	\$400,000	\$0	\$0	\$0	\$0
2014-15	\$400,000	\$0	\$0	\$0	\$0
2015-16	\$400,000	\$0	\$0	\$0	\$0
2016-17	\$400,000	\$0	\$0	\$0	\$0
2017-18	\$400,000	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$6,080,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$6,080,000</u>				
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>		
	Design Costs:		<u>\$0</u>		
	Construction Costs:		<u>\$6,080,000</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.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Downtown Streetscape Improvements	<b>Project Proponent:</b>	Katie Wurzel
<b>Project #:</b>	08-58	<b>Project Manager:</b>	Diana Ayon
<b>MPFP:</b>		<b>User Department:</b>	Community Development
<b>Funding Source(s):</b>	Fund 821 - Redevelopment Bond Fund Fund 351- Transportation Grants Fund 506 - Measure "E"		

**Project Costs**

	Fund 821 - Redevelopment Bond Fund	Fund 351- Transportation Grants	Fund 506 - Measure "E"	
<b>Prior Year Allocation</b>	\$50,000	\$1,015,000	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$100,000	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$50,000</u>	<u>\$1,015,000</u>	<u>\$100,000</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,165,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$10,000</u>
<b>By Category:</b>	Design Costs:	<u>\$150,000</u>
	Construction Costs:	<u>\$1,005,000</u>
	Land Acquisition:	<u>\$0</u>

**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**

<b>Project Name:</b> East Kentucky Rehab Project	<b>Project Proponent:</b> Katie Wurzel
<b>Project #:</b> 10-07	<b>Project Manager:</b> Katie Wurzel
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> Fund 506 - Measure "E" Fund 351- Transportation Grants	

**Project Costs**

	Fund 506 - Measure "E"	Fund 351- Transportation Grants		
<b>Prior Year Allocation</b>	\$252,511	\$670,172	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$300,000	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$552,511</u>	<u>\$670,172</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,222,683</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$10,000</u>
<b>By Category:</b>	Design Costs:	<u>\$155,683</u>
	Construction Costs:	<u>\$1,057,000</u>
	Land Acquisition:	<u>\$0</u>

**ABOUT THE PROJECT:**

**Project Description:** This project will reconstruct pavement, valley gutters and gutter. After pavement work, the project will install signing and striping to re-establish travel lanes and to create a new bike lane which will close a gap between the existing bike lanes to the east and the existing bike route west.

**Justification** Project will rehabilitate the pavement on East Kentucky between East Street and Harter Avenue. Project will add bike lanes to close the bike system gap between Harter Avenue and East Street.

**Pertinent Issue:** This project is RSTP funded through SACOG. SACOG has the project funded in 2013 however, SACOG awards funding early to projects that are "shelf ready". Staff anticipates that advance funding will be available due to other agencies failure to execute or because other funding sources become available for 'shelf ready' projects.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

**Project Name:** Community Center/Sports Park Frontage      **Project Proponent:** Community Development  
**Project #:** 11-15      **Project Manager:** Community Development  
**MPFP:**      **User Department:** Community Development  
**Funding Source(s):** Fund 640 - SLIF Parks & Recreation  
Fund 541 - Quimby  
Fund 540 - Parks & Recreation Development

Prior Year Allocation	<u>Project Costs</u>			
	Fund 640 - SLIF Parks & Recreation	Fund 541 - Quimby	Fund 540 - Parks & Recreation Development	
	\$20,000	\$210,444	\$31,000	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$0	\$0	\$0	\$0
<b>2014-15</b>	\$0	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$20,000</u>	<u>\$210,444</u>	<u>\$31,000</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$261,444</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies: <u>\$0</u>			
	Design Costs: <u>\$26,144</u>			
	Construction Costs: <u>\$235,300</u>			
	Land Acquisition: <u>\$0</u>			

**ABOUT THE PROJECT:**

**Project Description:** Approximately 5,000 s.f. of asphalt concrete drive aisle, 26,660 s.f. of 10' concrete path along the frontage of the Community Center, 21,120 s.f. of 8' landscape strip, and 1 stamped concrete cross walk.

**Justification** Fronting landscape between Sports Park Drive and the park as well as the 10' bike path are part of the Community Center/Sports Park Master Plan. Driveway connection for the Community Center Parking lot to Sports Park Drive, so there is a vehicular connection between the Community Center and Sports Park Drive.

**Pertinent Issue:** Project is being triggered by the development of the Parkside subdivision. The project does not have sufficient funding to pay for all items listed in the project description. During project design, we will need to decide which items of work are not performed. We may need to seek payment from the adjacent developer for any final work. The maintenance of the parcel appears to be a cost for the City to absorb as the fronting property owner.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Project Costs**

	Fund 351- Transportation Grants	Fund 501 - Capital Projects		
<b>Prior Year Allocation</b>	\$851,989	\$250,000	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$911,590	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,763,579</u>	<u>\$250,000</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$2,013,579</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$0</u>
<b>By Category:</b>	Design Costs:	<u>\$250,000</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**

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

**Project Costs**

Prior Year Allocation	Fund 351- Transportation Grants	Fund 582 - Road Development		
	\$252,000	\$60,000	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$252,000</u>	<u>\$60,000</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$312,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$50,000</u>	
	Construction Costs:		<u>\$262,000</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:** Water Meter Pavement Maintenance      **Project Proponent:** Katie Wurzel  
**Project #:** 12-10      **Project Manager:** Katie Wurzel  
**MPFP:**      **User Department:** Community Development  
**Funding Source(s):** Fund 210 - Water Enterprise

**Project Costs**

<b>Prior Year Allocation</b>	<b>Fund 210 - Water Enterprise</b>			
	\$600,000	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$600,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$600,000</u>			
<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
<b>By Category:</b>	Design Costs:		<u>\$60,000</u>	
	Construction Costs:		<u>\$540,000</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** This project will repair some of the damage done to the road system during the installation of water meters throughout the community.

**Justification** The water enterprise fund is paying for this project since the damage was caused from the water meter installation.

**Pertinent Issue:** Timing for this project will be inconjunction with other road repair work.

**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**

Prior Year Allocation	Project Costs			
	Fund 506 - Measure "E"	Fund 351- Transportation Grants		
	\$50,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$400,000	\$1,700,000	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$1,130,000	\$0	\$0
<b>Subtotal</b>	<u>\$450,000</u>	<u>\$2,830,000</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$3,280,000</u>			

**Cost Estimate** Pre-Design/Environmental/Studies: \$0  
**By Category:** Design Costs: \$80,000  
Construction Costs: \$3,200,000  
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.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> 2013/14 ADA Improvements	<b>Project Proponent:</b> Katie Wurzel
<b>Project #:</b> 14-05	<b>Project Manager:</b> Katie Wurzel
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 320 - CDBG	<b>User Department:</b> Community Development

**Project Costs**

	Fund 320 - CDBG			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$158,117	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$158,117</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$158,117</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$10,000</u>	
	Construction Costs:		<u>\$148,117</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 ramp priority list with various locations throughout the City.

**Justification** This project is fully funded by CDBG and is needed to comply with ADA.

**Pertinent Issue:** This project was partially designed under the 2012/13 ADA Project (#13-02). Project will utilize CDBG funding to complete design and construct improvements. At the completion of 13-02, the remaining \$21,162 of funding was moved to this project.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Series Street Light Replacements	<b>Project Proponent:</b>	Katie Wurzel
<b>Project #:</b>	14-06	<b>Project Manager:</b>	Katie Wurzel
<b>MPFP:</b>		<b>User Department:</b>	Community Development
<b>Funding Source(s):</b>	Fund 320 - CDBG		

Project Costs				
	Fund 320 - CDBG			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$25,000	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$25,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$25,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$25,000</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** There are six circuits with about 125 street lights in older neighborhoods that are wired in series. This is 65+ year old buried wiring system is periodically breaking since the insulation on the wiring is failing. The older poles are at the end of their useful life due to corrosion. The bolts and foundations are beginning to fail. This project will design the second phase of the Gibson/College circuit.

**Justification** These systems are outdated, unreliable and inefficient. We depend on citizen notifications of faults or failures. PGE indicates that parts for their switch are no longer available. We are one of the last agencies in California with this archaic system.

**Pertinent Issue:** \$180K of CDBG funding from FY2010/12 has been used to design and construct phase 1 of the Gibson/College circuit. The FY2014 funding will design the second phase of this circuit. The impacts of this project will decrease the O&M operational impacts by installing new, maintainable equipment rather than needing to annually repair antiquated equipment.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> 2014 Road Maintenance Project	<b>Project Proponent:</b> Katie Wurzel
<b>Project #:</b> 14-14	<b>Project Manager:</b> Diana Ayon
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 506 - Measure "E"	<b>User Department:</b> Community Development

**Project Costs**

	<b>Fund 506 - Measure "E"</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$350,000	\$0	\$0	\$0
2014-15	\$650,000	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,000,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$0</u>
<b>By Category:</b>	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 5 and 6. Zone 5 is the area bounded by CR98, Gibson Road, West Street, and the south City limits. Zone 6 is the area bounded by West Street, East Street, Gibson Road and the south City limits.

**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**

<b>Project Name:</b> 2015 Road Maintenance Project	<b>Project Proponent:</b> Katie Wurzel
<b>Project #:</b> 15-03	<b>Project Manager:</b> Diana Ayon
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 506 - Measure "E"	<b>User Department:</b> Community Development

**Project Costs**

	<b>Fund 506 - Measure "E"</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$0	\$0	\$0	\$0
<b>2014-15</b>	\$550,000	\$0	\$0	\$0
<b>2015-16</b>	\$550,000	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,100,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$0</u>
<b>By Category:</b>	Design Costs:	<u>\$30,000</u>
	Construction Costs:	<u>\$1,070,000</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 1. Zone 1 is the area bounded by CR98, Main Street, West Street and the north City limits.

**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**

<b>Project Name:</b> 2014/15 ADA Improvements	<b>Project Proponent:</b> Community Development
<b>Project #:</b> 15-09	<b>Project Manager:</b> Diana Ayon
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> Fund 320 - CDBG	

		Project Costs			
		Fund 320 - CDBG			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>					
2013-14	\$0	\$0	\$0	\$0	\$0
2014-15	\$100,343	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$100,343</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$100,343</u>				
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies: <u>\$0</u>				
	Design Costs: <u>\$10,000</u>				
	Construction Costs: <u>\$90,343</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 ramp priority list with various locations throughout the City.

**Justification** This project is fully funded by CDBG and is needed to comply with ADA.

**Pertinent Issue:** This project was partially designed under the 2013/14 ADA Project 9#14-05). Project will utilize CDBG funding to complete design and construct improvements.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> Install Traffic Signal at Kentucky/Cottonwood	<b>Project Proponent:</b> Katie Wurzel
<b>Project #:</b> TRANS-013	<b>Project Manager:</b> Katie Wurzel
<b>MPFP:</b> NTS-20	<b>User Department:</b> Community Development
<b>Funding Source(s):</b> Fund 582 - Road Development	

**Project Costs**

	Fund 582 - Road Development			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$365,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$365,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$365,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$40,000</u>	
	Construction Costs:		<u>\$325,000</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**

<b>Project Name:</b>	Install traffic signal at Kentucky Ave and CR 102	<b>Project Proponent:</b>	Brent Meyer
<b>Project #:</b>	TRANS-015	<b>Project Manager:</b>	Brent Meyer
<b>MPFP:</b>	NTS-107	<b>User Department:</b>	Community Development
<b>Funding Source(s):</b>	Fund 582 - Road Development		

**Project Costs**

	Fund 582 - Road Development			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$365,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$365,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$365,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$40,000</u>	
	Construction Costs:		<u>\$325,000</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** Install traffic signal at Kentucky Ave. and County Rd 102.

**Justification** The project is identified in the Street Master Plan and the MPFP.

**Pertinent Issue:** Completion will be dependent upon receipt of Citywide development impact fees.

**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> 2016 Road Maintenance Project	<b>Project Proponent:</b> Katie Wurzel
<b>Project #:</b> TRANS-048	<b>Project Manager:</b> Diana Ayon
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 506 - Measure "E"	<b>User Department:</b> Community Development

**Project Costs**

	<b>Fund 506 - Measure "E"</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$600,000	\$0	\$0	\$0
2016-17	\$400,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,000,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$0</u>
<b>By Category:</b>	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 2. Zone 2 is the area bounded by West Street, East Street, Main Street and the north City limits.

**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**

<b>Project Name:</b> 2017 Road Maintenance Project	<b>Project Proponent:</b> Katie Wurzel
<b>Project #:</b> TRANS-049	<b>Project Manager:</b> Diana Ayon
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 506 - Measure "E"	<b>User Department:</b> Community Development

**Project Costs**

	Fund 506 - Measure "E"			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$1,000,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,000,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,000,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	\$0
<b>By Category:</b>	Design Costs:	\$30,000
	Construction Costs:	\$970,000
	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 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**

<b>Project Name:</b> Surface Water Project	<b>Project Proponent:</b> Utility Engineering
<b>Project #:</b> 08-07	<b>Project Manager:</b> Tim Busch
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> Fund 210 - Water Enterprise	

Project Costs				
Prior Year Allocation	Fund 210 - Water Enterprise			
	\$18,095,989	\$0	\$0	\$0
<b>Fiscal Year</b>				
<b>2013-14</b>	\$14,091,705	\$0	\$0	\$0
<b>2014-15</b>	\$20,340,000	\$0	\$0	\$0
<b>2015-16</b>	\$350,000	\$0	\$0	\$0
<b>2016-17</b>	\$350,000	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$53,227,694</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$53,227,694</u>			

**Cost Estimate By Category:** Pre-Design/Environmental/Studies:  
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**

<b>Project Name:</b> Modify Well Casings	<b>Project Proponent:</b> Utility Engineering
<b>Project #:</b> 08-28	<b>Project Manager:</b> Tim Busch
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 210 - Water Enterprise	<b>User Department:</b> Public Works

**Project Costs**

Prior Year Allocation	Fund 210 - Water Enterprise	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>					
2013-14	\$150,000	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0	\$0
2015-16	\$170,000	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$715,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$715,000</u>				
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$20,000</u>		
	Design Costs:		<u>\$70,000</u>		
	Construction Costs:		<u>\$525,000</u>		
	Land Acquisition:		<u>\$0</u>		

**ABOUT THE PROJECT:**

**Project Description:** Work to include modifications to well casings to extend life expectancy and reduce the level of nitrates in the well water. Specific well(s) to be modified will be determined the year before work is to be done. At this time the most likely of wells to be modified are Wells #10, 11, 13, and 17. Work will also include video inspection, cleaning, doing minor repairs to pump shaft and bearings and minor repairs to casing.

**Justification** These well modifications are needed to be able seal off nitrate contaminated aquifers. The problem aquifer(s) and associated wells screen(s) and/or gravel pack need to be seals to prevent nitrate water from moving into the higher quality water. Each of our wells draws water from several individual aquifers. Our nitrate levels are rising and we need to know exactly which aquifer is the problems so we can take measure to limit the problem.

**Pertinent Issue:** As nitrate levels continue to rise, it is anticipated that some wells will not be able to be utilized and will need to be abandoned. In some cases it is planned to do some modifications to the well casing and related gravel pack filter to minimize the influence of nitrate in the groundwater. When successful this will allow the well to be continued to be used which will prevent or at least delay the time when a much more costly well replacement project will be needed. With surface water supplies some of these marginal wells will not be needed so we only need some of our wells to last until 2016.



**CITY OF WOODLAND**  
**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	First New Ground Level Tank	<b>Project Proponent:</b>	Utility Engineering
<b>Project #:</b>	08-33	<b>Project Manager:</b>	Tim Busch
<b>MPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 210 - Water Enterprise		

**Project Costs**

	<b>Fund 210 - Water Enterprise</b>			
<b>Prior Year Allocation</b>	\$7,009,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$1,359,400	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$64,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$8,432,400</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$8,432,400</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$164,000</u>	
	Design Costs:		<u>\$500,000</u>	
	Construction Costs:		<u>\$7,832,400</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** This project would include building a new ground level 3 million gallon tank with a booster pump station. Current probable location is at the west end of the holding pond at the corner of CR 98 and El Dorado. Pipeline work to connect to existing system at El Dorado and Ashley is included.

**Justification** It has been determined that it is more cost effective to handle peak hour water demands by using a ground level storage tank with a booster pump station. This approach eliminates the need to replace at least 3 wells (probably Wells 6, 9 & 10). This approach also consistent with the requirements for the utilization of surface water supplies when that project occurs.

**Pertinent Issue:** Operating impacts of the project are related to additional utility costs for pumping the water into the tanks and then pumping the water out of the tanks for distribution. 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**

<b>Project Name:</b> Water Source Security System	<b>Project Proponent:</b> Utility Engineering
<b>Project #:</b> 09-05	<b>Project Manager:</b> Tim Busch
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> Fund 210 - Water Enterprise	

Project Costs				
Prior Year Allocation	Fund 210 - Water Enterprise			
	\$255,000	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$255,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$255,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	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**

<b>Project Name:</b> Water System Leak Detection, Maintenance & Repairs	<b>Project Proponent:</b> Utility Engineering
<b>Project #:</b> 09-23	<b>Project Manager:</b> Tim Busch
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 210 - Water Enterprise	<b>User Department:</b> Public Works

**Project Costs**

	<b>Fund 210 - Water Enterprise</b>			
<b>Prior Year Allocation</b>	\$1,664,000	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$78,000	\$0	\$0	\$0
2014-15	\$2,690,000	\$0	\$0	\$0
2015-16	\$2,080,000	\$0	\$0	\$0
2016-17	\$832,000	\$0	\$0	\$0
2017-18	\$115,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$7,459,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$7,459,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$0</u>
<b>By Category:</b>	Design Costs:	<u>\$1,222,600</u>
	Construction Costs:	<u>\$6,366,400</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.

**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**

<b>Project Name:</b> Destroy Old Wells	<b>Project Proponent:</b> Utility Engineering
<b>Project #:</b> 11-10	<b>Project Manager:</b> Tim Busch
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 210 - Water Enterprise	<b>User Department:</b> Public Works

**Project Costs**

<b>Prior Year Allocation</b>	<b>Fund 210 - Water Enterprise</b>			
	\$62,000	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$60,000	\$0	\$0	\$0
2016-17	\$180,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<b><u>\$302,000</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>TOTAL</b>	<b><u>\$302,000</u></b>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$30,000</u>	
	Construction Costs:		<u>\$272,000</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**

<b>Project Name:</b>	Water Transmission Main (East) - Surface Water Local	<b>Project Proponent:</b>	Utility Engineering
<b>Project #:</b>	11-14	<b>Project Manager:</b>	Tim Busch
<b>MPPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 210 - Water Enterprise		

**Project Costs**

	<b>Fund 210 - Water Enterprise</b>			
<b>Prior Year Allocation</b>	\$2,067,667	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$6,000,000	\$0	\$0	\$0
2014-15	\$715,260	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<b><u>\$8,782,927</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>TOTAL</b>	<b><u>\$8,782,927</u></b>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$100,000</u>	
	Design Costs:		<u>\$600,000</u>	
	Construction Costs:		<u>\$8,082,927</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** This project involves the construction of a water transmission main from East Street to CF 102 along Farmers Central Road.

**Justification:** This project is needed to convey surface water to the Southeast 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**

<b>Project Name:</b>	Water Transmission Main (West) - Surface Water Local	<b>Project Proponent:</b>	Utility Engineering
<b>Project #:</b>	12-05	<b>Project Manager:</b>	Tim Busch
<b>MPPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 210 - Water Enterprise		

**Project Costs**

	<b>Fund 210 - Water Enterprise</b>			
<b>Prior Year Allocation</b>	\$1,240,000	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$2,647,000	\$0	\$0	\$0
<b>2014-15</b>	\$2,647,000	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$6,534,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$6,534,000</u>			

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$75,000</u>
<b>By Category:</b>	Design Costs:	<u>\$450,000</u>
	Construction Costs:	<u>\$6,009,000</u>
	Land Acquisition:	<u>\$0</u>

**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**

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

**Project Costs**

	<b>Fund 210 - Water Enterprise</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$100,000	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$100,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$100,000</u>			
<b>Cost Estimate By Category:</b>	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:** 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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**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> Water Pipeline Realignment from Sewer and Storm Assets	<b>Project Proponent:</b> Utility Engineering
<b>Project #:</b> 14-10	<b>Project Manager:</b> Tim Busch
<b>MPFP:</b>	
<b>Funding Source(s):</b> Fund 210 - Water Enterprise	<b>User Department:</b> Public Works

**Project Costs**

	Fund 210 - Water Enterprise			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
2013-14	\$300,000	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$300,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$300,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$30,000</u>	
	Construction Costs:		<u>\$270,000</u>	
	Land Acquisition:		<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** Traffic Engineering and Utility Engineering will coordinate the work to be planned. This project will consist of the relocation of 25 ft of 8" and 30 feet of 12" pipeline on Beamer Street to eliminate co-location of water in sewer and storm assets. This improves the reliability of serving water and reduces risk to the City of Woodland. It is estimated that three other occurrences of this type need to be mitigated.

**Justification:** Past installation practices have located potable water lines in storm and sewer infrastructure to minimize the length of the pipeline for convenience of construction. This type of location does not meet City of Woodland Standards and is illegal.

**Pertinent Issue:** Efforts will be made to coordinate work with road rehabilitation work. Present locations provide for a risk of cross contamination of the potable water supply.

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**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b> Ashley Gate Storm Drain Control Structure - Surface Water Local	<b>Project Proponent:</b> Utility Engineering
<b>Project #:</b> 14-12	<b>Project Manager:</b> Tim Busch
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> Fund 210 - Water Enterprise	

**Project Costs**

	<b>Fund 210 - Water Enterprise</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$405,000	\$0	\$0	\$0
<b>2014-15</b>	\$0	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$405,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$405,000</u>			
<b>Cost Estimate By Category:</b>				
Pre-Design/Environmental/Studies:			<u>\$0</u>	
Design Costs:			<u>\$0</u>	
Construction Costs:			<u>\$405,000</u>	
Land Acquisition:			<u>\$0</u>	

**ABOUT THE PROJECT:**

**Project Description:** The Ashley Gate Storm control system is being replaced and relocated so that control function and reliability will be significantly improved. The design has been completed and bidding and construction will be done after July 2013.

**Justification** The Southwest Tank will be located at David Douglass Park as an integral part of the Surface Water Project. The David Douglass Park is part of the storm water system and the Tank Project will result in loss of storage for storm attenuation. To mitigate for this loss of capacity, the control system for operation of the facility needs to be upgraded to increase its reliability and replace capacity through better control of the basin storage function.

**Pertinent Issue:** Loss of storage in pond due to construction of the new water tank.

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**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Project Costs**

	<b>Fund 210 - Water Enterprise</b>			
<b>Prior Year Allocation</b>	\$0	\$0	\$0	\$0
<b><u>Fiscal Year</u></b>				
<b>2013-14</b>	\$150,000	\$0	\$0	\$0
<b>2014-15</b>	\$100,000	\$0	\$0	\$0
<b>2015-16</b>	\$100,000	\$0	\$0	\$0
<b>2016-17</b>	\$200,000	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$550,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$550,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		<u>\$0</u>	
	Design Costs:		<u>\$550,000</u>	
	Construction Costs:		<u>\$0</u>	
	Land Acquisition:		<u>\$0</u>	

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

		Project Costs			
Prior Year Allocation	Fund 210 - Water Enterprise				
	\$0	\$0	\$0	\$0	\$0
Fiscal Year					
2013-14	\$0	\$0	\$0	\$0	\$0
2014-15	\$500,000	\$0	\$0	\$0	\$0
2015-16	\$2,908,750	\$0	\$0	\$0	\$0
2016-17	\$500,000	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$3,908,750</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$3,908,750</u>				

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	\$0
<b>By Category:</b>	Design Costs:	\$500,000
	Construction Costs:	\$3,408,750
	Land Acquisition:	\$0

**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 stroing 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) constrction 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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**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

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

**Project Costs**

<b>Prior Year Allocation</b>	<b>Fund 210 - Water Enterprise</b>			
<b>Fiscal Year</b>	\$0	\$0	\$0	\$0
<b>2013-14</b>	\$0	\$0	\$0	\$0
<b>2014-15</b>	\$75,000	\$0	\$0	\$0
<b>2015-16</b>	\$0	\$0	\$0	\$0
<b>2016-17</b>	\$0	\$0	\$0	\$0
<b>2017-18</b>	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$75,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$75,000</u>			
<b>Cost Estimate By Category:</b>				
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:** Compliance with the new state Chromium 6 MCL.

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**CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET**

<b>Project Name:</b>	Future ASR Wells	<b>Project Proponent:</b>	Utility Engineering
<b>Project #:</b>	WTR-004	<b>Project Manager:</b>	Tim Busch
<b>MPFP:</b>	Wtr-130, 131A,	<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 584 - Water Development		

**Project Costs**

<b>Prior Year Allocation</b>	<b>Fund 584 - Water Development</b>				
	\$0	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>					
2013-14	\$0	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0	\$0
2016-17	\$200,000	\$0	\$0	\$0	\$0
2017-18	\$1,500,000	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$1,700,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$1,700,000</u>				

<b>Cost Estimate</b>	Pre-Design/Environmental/Studies:	<u>\$50,000</u>
<b>By Category:</b>	Design Costs:	<u>\$150,000</u>
	Construction Costs:	<u>\$1,500,000</u>
	Land Acquisition:	<u>\$0</u>

**ABOUT THE PROJECT:**

**Project Description:** This project forecasts the development and construction of the new well based on future development.

**Justification** As development occurs new wells will be needed.

**Pertinent Issue:** Revenue from new development will fund development and construction of a new well and offset the additional O&M operating costs. Actual timing of well drilling will depend on how much development occurs each year.

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<b>Project Name:</b>	Nitrate Source Reduction Program	<b>Project Proponent:</b>	Community Development
<b>Project #:</b>	WTR-021	<b>Project Manager:</b>	Tim Busch
<b>MPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 210 - Water Enterprise		

**Project Costs**

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$150,000	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$150,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$150,000</u>			
<b>Cost Estimate By Category:</b>				
Pre-Design/Environmental/Studies:	\$0			
Design Costs:	\$150,000			
Construction Costs:	\$0			
Land Acquisition:	\$0			

**ABOUT THE PROJECT:**

**Project Description:** Project will provide rebates or similar incentives to get homeowners and businesses to connect to City of Woodland water and sewer services and to properly abandon old wells and septic tank systems. As needed City may need to extend some water and/or sewer lines.

**Justification** Most private wells are shallow. Groundwater that is highest in nitrate levels occurs in these shallow water formations. Private wells and septic tank leach fields are believed to be significant sources of nitrate contamination. They collectively result in being conduits for allowing nitrate water to move down the well casings and into the aquifers that the City uses.

**Pertinent Issue:** It will be significantly less expensive to implement a cooperative program to minimize nitrate contamination than to have to do nitrate treatment of our groundwater.

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<b>Project Name:</b>	Well Modification to ASR	<b>Project Proponent:</b>	Utility Engineering
<b>Project #:</b>	WTR-025	<b>Project Manager:</b>	Tim Busch
<b>MPFP:</b>		<b>User Department:</b>	Public Works
<b>Funding Source(s):</b>	Fund 210 - Water Enterprise		

**Project Costs**

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$100,000	\$0	\$0	\$0
2016-17	\$150,000	\$0	\$0	\$0
2017-18	\$100,000	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$350,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$350,000</u>			
<b>Cost Estimate By Category:</b>	Pre-Design/Environmental/Studies:		\$0	
	Design Costs:		\$0	
	Construction Costs:		\$350,000	
	Land Acquisition:		\$0	

**ABOUT THE PROJECT:**

**Project Description:** This project will consist of converting existing wells to fully functional ASR wells. Well 28 has been designed to require above ground modifications only and is expected to be the first well converted to ASR. Wells 15S and 22G were designed to require minimal improvements to be converted to a fully functional ASR well.

**Justification** The conversion of recently drilled wells in the future to ASR will improve the water quality available to the City throughout the year and in dry hydrologic conditions. The conversion of these existing wells will be less expensive than drilling new ASR wells.

**Pertinent Issue:** Once surface water is available the City will perform an ASR pilot program to determine the recharge ability and water quality improvements. Schedule for these ASR conversions will move up if size of Water Treatment Plant is reduced.

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<b>Project Name:</b> Well Replacement	<b>Project Proponent:</b> Utility Engineering
<b>Project #:</b> WTR-027	<b>Project Manager:</b> TBD
<b>MPFP:</b>	<b>User Department:</b> Public Works
<b>Funding Source(s):</b> Fund 210 - Water Enterprise	

**Project Costs**

	Fund 210 - Water Enterprise			
Prior Year Allocation	\$0	\$0	\$0	\$0
<b>Fiscal Year</b>				
2013-14	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0
2016-17	\$200,000	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<u>\$200,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	<u>\$200,000</u>			
<b>Cost Estimate By Category:</b>				
Pre-Design/Environmental/Studies:	<u>\$15,000</u>			
Design Costs:	<u>\$100,000</u>			
Construction Costs:	<u>\$85,000</u>			
Land Acquisition:	<u>\$0</u>			

**ABOUT THE PROJECT:**

**Project Description:** Includes the design and replacement of wells in the City. At the moment, 11 out of 19 City wells have high risk of failure. This project is aimed at replacing these wells as their risk of failure becomes astronomically high.

**Justification** This project involves the replacement of existing wells that are old and are nearing failure. These wells will be replaced with a well capable of storing surface water during periods of low demand. In order to be able to meet peak hour demand, there is need to have well capacity as the water treatment plant cannot provide the required flow for peak hour. Recent modeling results indicated that the City will need at least 9 wells to be operational after 2016.

**Pertinent Issue:** Replacement of old wells that are prone to failure. Staff will need to evaluate the cost breakdown between development and enterprise funding. It was previously assumed that all new wells would be needed for capacity and would therefore be paid for entirely by development impact fees.

**DEBT SERVICE SCHEDULE**

<b>Debt Type</b>	<b>Name</b>	<b>Original Amount</b>	<b>Outstanding Principal 6/30/14</b>	<b>Annual Debt Service (Principal &amp; Interest)</b>	<b>Year of Final Payment</b>	<b>Final Interest Rate</b>	<b>Source of Repayment</b>	<b>Use of Proceeds</b>
Revenue Bond	2009 Wastewater Revenue Bonds	\$ 12,115,000	\$ 11,280,000	\$ 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	\$ 17,855,000	\$ 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	\$ 3,341,600	\$ 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	\$ 33,825,000	\$ 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	\$ 15,484,042	\$ 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
Mello-Roos	Gibson Ranch CFD Refunding Bond, Series 2004	\$ 2,510,000	\$ 1,910,000	\$ 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	\$ 9,360,000	\$ 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	\$ 29,805,000	\$ 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	\$ 1,226,900	\$ 99,900	2043	7.000%	Special assessments in Spring Lake	Contribution toward backbone infrastructure in Spring Lake
Assessment District	East Main Reassessment Revenue Bonds	\$ 12,795,000	\$ 1,225,000	\$ 1,293,600	2015	5.600%	Special assessments in East Main AD	Construction of various infrastructure improvements in the East Main Assessment District (industrial area)
Assessment District	East Main AD Limited Obligation Improvement	\$ 12,399,000	\$ 1,226,000	\$ 1,295,392	2015	5.660%	Special assessments in East Main AD	Construction of various infrastructure improvements in the East Main Assessment District (industrial area)
Loan	California Department of Public Health	\$ 7,419,500	\$ 7,048,525	\$ 473,757	2033	2.507%	Water enterprise revenues	Installation of Water Meters
Loan	California Energy Commission Loan	\$ 2,150,000	\$ 400,300	\$ 210,140	2016	3.850%	General fund and Water Enterprise	Installation of energy efficient equipment
Lease	Sun Trust Equipment Lease #1	\$ 1,058,000	\$ 28,347	\$ 114,535	2015	4.049%	General fund contributions	Purchase of fire apparatus
Lease	Sun Trust Equipment Lease #3	\$ 1,152,000	\$ 223,953	\$ 117,576	2016	4.390%	Enterprise fund, general fund contributions	Purchase of various large utility vehicles and equipment
Lease	Sun Trust Equipment Lease #4	\$ 650,000	\$ 291,966	\$ 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	\$ 231,634	\$ 72,592	2017	5.100%	Enterprise fund, transportation fund contributions	Purchase of dump truck, asphalt truck, stencil paint truck
Lease	Wells Fargo Lease	\$ 296,265	\$ 109,756	\$ 64,995	2016	3.590%	General City development impact fees and general fund	Purchase and install of Voice Over Internet Protocol (VOIP) phone system
Lease	Oshkosh Capital Lease	\$ 2,262,524	\$ 2,061,658	\$ 260,082	2023	2.400%	General fund contributions	Purchase of fire apparatus
<b>SUCCESSOR AGENCY DEBT</b>								
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	\$ 240,000	\$ 237,500	2016	6.000%	Redevelopment Property Tax Trust Fund Payments	Construction of various redevelopment related projects
Loan	HUD Section 108 Loan	\$ 1,000,000	\$ 100,000	\$ 102,595	2015	2.600%	Redevelopment Property Tax Trust Fund Payments	Passed through for construction of Casa del Sol mobile home park improvements
Loan	Cal HFA Loan	\$ 1,000,000	\$ 1,000,000	\$ 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	\$ 1,550,000	lump sum	2015	3.000%	Redevelopment Property Tax Trust Fund Payments	Passed through for construction of Heritage Oaks Apartments
Loan	Cal HFA Loan	\$ 1,250,000	\$ 1,250,000	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 13% of its operating budget.
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 13% of each of the Water and Sewer Enterprise Funds’ operating budgets. In addition, a cash capital improvement reserve will be maintained for capital improvement projects, as determined in the respective rate studies.
8. The City will maintain a long-range fiscal perspective through the use of an Annual Operating Budget, five-year Capital Improvement Program and multi-year revenue and expenditure forecasting.
9. Major capital improvement projects will be funded using the most financially prudent method available. Such methods include:
  - Traditional long-term financing (bond issues)
  - “Pay As You Go” financing (using recurring revenues only)
  - Combination of debt financing and “Pay As You Go” financing
  - Using cash accumulated in excess of policy requirements
10. A Fiscal Impact Statement will be provided with each staff report submitted to the City Council as part of the City Council agenda process.
11. The City will comply with all the requirements of “Generally Accepted Accounting Principles.”
12. The City will annually review and adopt a formal set of Investment Policies.
13. The City will strive to pay competitive market level compensation to its employees.

## INVESTMENT POLICY

It is the policy of the City of Woodland to invest public funds in a prudent manner which will provide maximum security while meeting daily cash flow demands and conforming to all statutes governing the investment of public funds. Within these parameters, funds will be invested to optimize investment return.

The purpose of this document is to set forth the City's policies guiding prudent investment of temporarily idle funds and to establish guidelines and objectives for suitable investments including delegation of authority, prudence, monitoring and reporting, policy review, diversification, eligible securities, safekeeping, collateralization, selection of depositories, brokers/dealers and glossary of terms.

**POLICY:** It is the policy of the City of Woodland to maximize the productive use of assets entrusted to its care and to invest and manage those public funds wisely and circumspectly. The surplus funds shall be invested in accordance with the provisions of Article 1 and 2 of Chapter 4 of Part 1 of Division 2 of Title 5 of the California Government Code (53600-53997). Unless otherwise noted, all section references are to the California Government Code.

**SCOPE:** This investment policy applies to the City of Woodland's Surplus Funds, as defined by Section 536-1. Surplus Funds means those funds which are not required for the City of Woodland's immediate necessities as defined in Section 53601.

### BACKGROUND & ANALYSIS:

1.0 **PURPOSE:** The Investment Policy is designed to provide guidelines for the prudent investment of the City's surplus funds.

2.0 **GOAL:** The goal of the Investment Policy is to enhance the economic status of the City while prudently protecting its pooled cash and also complying with this investment policy and California Government Code Sections 53600 through 53659, which governs investments for municipal governments. Although pursuit of interest earnings on investment is an appropriate City goal, the primary consideration is preservation of capital resources. Thus, the City's yield objective is to achieve a reasonable rate of return rather than the maximum generation of income that might expose the City to unacceptable levels of risk.

3.0 **OBJECTIVE:** The City shall attempt to invest funds to the fullest extent possible and at the highest possible yield while satisfying the criteria for investment selection outlined below.

4.0 **INVESTMENT POLICY:** The City has the fiduciary responsibility to maximize the productive use of assets entrusted to its care and to invest and manage those public funds wisely and circumspectly. In determining individual investment placements, the following factors shall be considered in priority order: safety, liquidity, and yield.

4.1 **SAFETY:** Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest rate risk as summarized below.

4.1.1 **CREDIT RISK** – This is the risk of loss due to the failure of the security issuer or backer. Credit risk may be mitigated by:

4.1.1.1 Limiting investment to the safest types of securities;

## Financial Policies

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 appearance of such a conflict, or would impair the City Treasurer's ability to make impartial investment decisions.

## Financial Policies

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 for deposit or investment of funds, the authorized Investment Officers shall consider the credit-worthiness of the institution.

7.2 BROKER/DEALERS:

## Financial Policies

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.

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.

## Financial Policies

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.

## Financial Policies

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

## Glossary

governing body of adoption, and sometimes, the plan finally approved by the body.

### **Budget Document & Message**

The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating governing body. Included in the Introductory Section of the Budget providing for a general discussion of the proposed budget as presented in writing by the City Manager to the City Council. The message contains an explanation of principal budget items and summaries found in the prepared budget relative to the current year adopted budget.

### **Budget Process**

A cycle involving a series of recurrent and continuous planning steps to arrive at a viable financial plan.

### **Budgetary Control**

The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

### **Capital Expenditures**

A budget category which budgets all equipment having a unit cost of more than \$250 and an estimated useful life of over one year. Capital outlay is budgeted in the operating budget.

### **Capital Improvement**

A permanent addition to the city's assets, including the design, construction, or purchase of land, buildings or facilities, or major renovations of same.

### **Capital Improvement Program**

A financial plan of proposed capital improvement projects with single and multiple year capital expenditures. The capital program plans for five years and is updated annually.

### **Capital Outlay**

Expenditures resulting in the acquisition of or addition to the government's general fixed assets.

### **Capital Projects**

Physical structural improvements generally with a cost of \$10,000 or more and a useful life of one year or more. Examples include a new park, building modifications and water main construction.

### **Capital Projects Fund**

A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

### **Capitalization**

The classification of an expense as an asset because it benefits the agency for more than a year.

### **Debt Service**

Payments of principal and interest on bonds and other debt instruments according to a predetermined schedule.

### **Deficit**

An excess of expenditures or expenses over resources.

### **Encumbrances**

A legal obligation to pay funds, the expenditure of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

### **Enterprise Funds**

This fund type is used to account for operations that are financed and operated in a manner similar to private sector enterprises and it is the intent of the City that the costs of providing goods or services to the general public be financed or recovered primarily through user charges.

**Expenditures**

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 1<sup>st</sup> and ends on June 30<sup>th</sup>.

**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 ledge 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)

## Glossary

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.