CITY OF UKIAH
CITY COUNCIL AGENDA
Special Meeting
Ukiah Valley Conference Center
200 S. School Street
Ukiah, CA 95482

July 29, 2015
3:00 p.m.

WORKSHOP

1. ROLL CALL

2. WORK STUDY SESSION

a. Review and Discuss the City Council's Strategic Plan and Process.

b. Review and Provide Direction Regarding the Revised Draft Capital Improvement Plan for Fiscal Year 2015-2016.

3. PUBLIC COMMENT

4. ADJOURNMENT

Please be advised that the City needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request.

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California, not less than 24 hours prior to the meeting set forth on this agenda.

Dated this 24th day of July, 2015
Kristine Lawler, City Clerk

City of Ukiah

ITEM NO.: 2a

MEETING DATE: July 29, 2015

AGENDA SUMMARY REPORT

SUBJECT: REVIEW AND DISCUSS THE CITY COUNCIL'S STRATEGIC PLAN AND PROCESS.

Summary: The City Council will hold a work study session to discuss and consider strategic planning including a review of the existing strategic plan along with the future process for ongoing development and review.

Background: Beginning in 2007, the City Council worked to develop a strategic planning process and plan. Steve Zuieback of *Synectics: Creative Management Strategies* facilitated the process which included extensive work study sessions with the Council, staff and the public.

The primary outcomes for this process were threefold:

1. Create alignment among the Councilmembers about the top strategic priorities for the City of Ukiah.
2. Develop a set of operational principles that will guide the practices and decisions of the Council in focusing the strategic priorities.
3. Identify specific mechanisms for tracking these strategic priorities over time that will allow the Council and City staff to make the necessary adjustments to achieve the desired results.

Through the process, the following four strategic planning areas were developed:

Strategy 1: Maintain downtown historic place as a regional center of civic and economic activity.

Strategy 2: Planning Valley-Wide takes place based on sound planning principles.

Strategy 3: Develop a prioritize plan for maintaining and improving public infrastructure.

Strategy 4: Council and staff work together to create a more responsive and effective workplace environment.

For each of the strategic planning areas, the Council worked to identify and detail the following elements:

- Goals and objectives

Continued on Page 2

RECOMMENDED ACTION(S): Review and discuss the City Council's strategic plan and process.

ALTERNATIVES: N/A

Citizens advised:	N/A
Requested by:	Mayor Crane and Councilmember Doble (Strategic Planning Ad-hoc)
Prepared by:	Sage Sangiacomo, City Manager
Coordinated with:	Mayor Crane and Councilmember Doble (Strategic Planning Ad-hoc)
Presenters:	Mayor Crane, Councilmember Doble, and Manager Sangiacomo
Attachments:	1. January 2010 Strategic Planning Notes 2. January 2010 Strategic Planning Presentation 3. November 2010 Strategic Planning Notes 4. November 2010 Strategic Planning Presentation

COUNCIL ACTION DATE: _____: ☐ Approved ☐ Continued to_____ ☐ Other _____

RECORDS APPROVED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: _____

Sage Sangiacomo, City Manager

- Principles of operation
- Action steps and plans

A detailed history of the process and work product are outlined in the notes and presentation from the January 2010 Strategic Planning meeting included as Attachments 1 & 2. In addition, the Council began a conversation to evaluate each of the four strategic planning areas. The following three questions were used to evaluate each area:

1. What is currently happening with this strategy?
2. What changes are occurring internally and externally that impact this strategy?
3. What changes do we need to make to this strategy?

In November 2010, the Council continued the evaluation process looking primarily at evidence of success for each strategy. The meeting notes and presentation for the November 2010 meeting are included as Attachments 3 & 4. After November 2010, future strategic planning sessions focused on budgetary issues.

Discussion: The Strategic Planning Process was never meant to be finite, but rather an ongoing process that evolves with changes in the organization and community. A significant amount of work went into the development of the plan and a number of goals/tasks within each area were achieved. However, some tasks remain in process and others may need to be revised. While the four priority areas likely remain relevant, tracking and adjustments have not occurred from a high level strategic approach.

Council may wish to consider the following decision points amongst others:

1. Restart the strategic planning process
    a. Utilizing the existing framework and plan as a starting point; or
    b. Develop a new framework and plan
2. Organization and format of future work study sessions including the method to facilitate the discussions.
3. Hold regular reflective conversations (quarterly basis) to evaluate and evolve the plan;
   Mr. Zuieback noted in his recommendations that when these conversations are held on a more regular basis, the conversation can be much more focused to:
    - What has happened relative to specific action steps?
    - What are we learning about this approach? – What is working and what isn't?
    - What changes do we need to make to our action and strategy?

FISCAL IMPACT:				
Budgeted Amount in 15-16 FY	**New Appropriation Source of Funds (Title & No.)**	**Account Number**	**Budget Amendment Required**	**Previous Contract or Purchase Order No.**
N/A	N/A	N/A	Yes ☐ No ☒	

Attachment #1

City of Ukiah
Strategic Planning Reflection Process
January 11, 2010

The City of Ukiah undertook a Strategic Planning Process for the City Council beginning in April 2007 and concluding in September 2007. The primary outcomes for this process were threefold:

1. Create alignment among the council members about the top strategic priorities for the City of Ukiah.
2. Develop a set of operational principles that will guide the practices and decisions of the council in focusing the strategic priorities.
3. Identify specific mechanisms for tracking these strategic priorities over time that will allow the council and city staff to make the necessary adjustments to achieve the strategic priorities.

The purpose of the meeting on January 11th was to take stock about the progress on the plan and to identify potential next steps within each strategic focus. To do this the group of council members and department heads discussed the following questions:

1. What have we put in place relative to our 4 strategic areas of focus?
2. What is currently happening with each of these 4 areas?
3. What changes have occurred in the internal and external environments that impact the future of these 4 strategic areas?
4. What changes do we need to make within each of the 4 areas to move the work forward?
5. How will we track the progress in these areas as we move forward?

Strategic Areas of Focus:

The following capture some of the salient features of our conversation within 3 of the strategic areas of focus relative to the 5 questions above:

Strategy 1: Maintain downtown historic place as a regional center of civic and economic activity

<u>What is currently happening with this strategy?</u>

1. We are a long ways down the road with locating the courthouse in the downtown area
2. Purchased land in the south end of town that leverages our ability for redevelopment
3. 2 housing infill projects
4. Meetings are occurring relative to the Palace Hotel

5. Redevelopment funding and activities are in full swing. We have a much better understanding about the redevelopment agency and process
6. We have established specific criteria for redevelopment projects for the city.

What changes are occurring internally and externally that impact this strategy?

- We had to take away "cash" to purchase land in the south part of town to better position ourselves. We understand why this was important, but there may be general misunderstanding in the public about the rationale for this action, especially when many of our merchants are struggling.
- There are significant economic pressures on the city and on the whole community as a result of the recession. We all have fewer resources to work with and continue all of our strategies. Being proactive has become extremely difficult, if not impossible at times.
- There are greater opportunities for collaboration and partnerships because of the diminished resource and capacity.
- Decisions are based on fear of the unknown
- There is tension and concern on a valley-wide basis relative to land use.

What changes do we need to make to this strategic plan?

- February 11th will be a Redevelopment Workshop that will produce significant community and council input about what people want to see as part of the downtown redevelopment process
- We need to focus on "parking, parking and parking"
- We should consider lobbying the State regarding the best location for the courthouse. We want the building to be state-of-the-art in terms of green technology
- We need to focus on economic development polices.
- We need to look at the future focus and viability of our involvement in the Main Street Program and the Chamber of Commerce as well as all other partnerships
- Look at a Retention Policy
- Consider blocking off certain streets for pedestrian walkways (Church)
- Continued work on our 2 infill housing projects

Strategy 2: Planning Valley-Wide takes place based on sound planning principles.

What is currently happening with this strategy?

1. Measure A was defeated
2. Bridge was opened
3. City and County have resumed Revenue Sharing/Annexation discussion.
4. Community is actively looking at alternative uses of the Masonite property

5. We purchased land at airport park
6. Elected officials from the City and County seemingly "agree" on sound planning principles
7. We have adopted the Auto Aid agreement between fire agencies
8. Conversations countywide about a 1 agency approach for certain fire services
9. Ongoing clarification and delineation with the Sanitation District
10. City of Ukiah has a seat on LAFCO
11. Agreement for joint funding for ARC

What changes are occurring internally and externally that impact this strategy?

- Decline of the Pear Orchards. We must be vigilant about protecting the future use of these lands. The loss of the orchards represented about 300-400 annualized jobs. Carousel Carpets is shutting down. We are losing our job base which is our "revenue engine"
- We need to be strategic in that most of the economic opportunities being discussed are actually outside the city limits at this point

What changes do we need to make to this strategic plan?

- City looking into annexing agricultural land
- We need to develop a comprehensive strategy to create a stronger job base. Consider participating in a forum being consider by several community groups that focuses on Economic Self Determination
- Utilize our ability to attract and maintain jobs
- Continue collaboration conversations between the city and county around economic development- Collaboration and partnership at every level of scale.
- What can we do to help sustain our existing businesses before they get in too much economic difficulty.

Strategy 3: Council and staff work together to create a more responsive and effective workplace environment.

What is currently happening with this strategy?

1. There is significant anxiety and stress associated with the current financial picture in the city
2. People have already lost jobs and more losses are coming.
3. Everyone has taken on more work with fewer resources. Management has been proactive in finding ways of becoming more efficient, but the organization is at the breaking point.
4. The organization is exceeding the carrying capacity of the workload
5. The morale varies depending on the department. Public Safety has a positive sense of connection among the staff.

What changes are occurring internally and externally that impact this strategy?

- We have lost 12-20% of our General Fund since June 2008. We are using our reserve.
- There is a greater division between those who feel they will be impacted by upcoming budget cuts and those whose funding is more protected
- The agency has undergone significant change and redesign in the last 18 months.
- The recession and resultant budget reductions are and will continue to be devastating to staff morale.
- We will be making further immediate job cuts followed by budget discussions with the Council about service cuts in the very near term.

<u>What changes do we need to make to this strategic plan?</u>

- We need to provide better education about negotiations so that we come out with win-win strategies. This will necessitate greater knowledge about basic budget facts
- As a Council, we need to have the difficult conversations about carrying capacity. We need to unload activities and services

We didn't have time to examine the fourth strategy, nor did we have time to identify mechanisms to track the various planning strategies and tactics over time.

Some Thoughts and Recommendations:

I found the conversation challenging because we were trying to cover so much ground in so little time. To improve the effectiveness of these conversations I offer the following suggestions for your consideration:

1. Hold reflection conversation specific to the plan on a quarterly basis. If possible, don't mix these conversations with other business.
2. Select a few priority actions from each of the brainstorming areas identified in this session and focus the subsequent reflection conversations on these future actions and strategies.
3. For each of the identified future strategies, develop a specific metric or means of tracking to evaluate progress.
4. When these conversations are held on a more regular basis, the conversation can be much more focused to:
    - What has happened relative to our specific action steps?
    - What are we learning about this approach? What is working and what isn't?
    - What changes do we need to make to our actions and strategy?
5. Convene a one-hour conversation among the council members to talk about their Agreements (principles) developed during the April/May 2007 session.
6. Develop a set of specific criteria for evaluating proposed budget changes. I have a Decision Matrix Process if you would like to see how this might be done.

7. It seems like one huge theme kept surfacing all through the conversation – collaboration and partnership. It would seem useful that the council convened a specific planning conversation in this area.

Attachment #2

City of Ukiah

Strategic Planning Process

Reflection Process – January 2010

(April, May, August and September 2007)

Steve Zuieback

Synectics: Creative Management Strategies

(707) 463-2088

Outcomes

1. Create alignment among the council members about the top strategic priorities for the City of Ukiah

2. Develop a set of operational principles that will guide the practices and decisions of the council in focusing on the strategic priorities

3. Identify specific mechanisms for tracking these strategic priorities over time that will allow the council and city staff to make the necessary adjustments to achieve the strategic priorities

BOOZ·ALLEN & HAMILTON

Successful leaders focus on 12 core performance 'enablers' ...

Strategic Planning Journey

Hiring a New City Manager

Developed criteria and guidelines

Develop a shared goal about community identity that matches the carrying capacity and sustainability

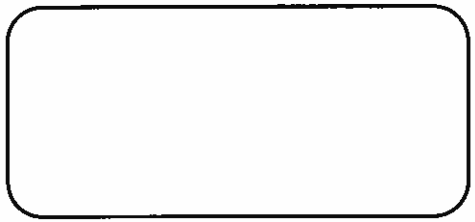
1. Maintain downtown historic place as a regional center of civic and economic activity
2. Develop a prioritized plan for maintaining and improving infrastructure based on specific criteria
3. Planning valley-wide takes place based on sound planning principles
4. Council and staff work together to create a more responsive and effective workplace environment
   - Goals and objectives
   - Principles of operation
   - Strategy and plans

Defining principles and processes of effective and sustainable operations and decisions

Totems, Taboos and Repetitive Interactions Process:

1. Team work and collaboration
2. Fix what is broken and don't fix what isn't broken. The budget follows the plan

Strategic Planning Journey



Defining principles and processes of effective and sustainable operations and decisions

Council Operating Agreements

1. Director evaluations of city manager
2. Annual conversations between council and directors
3. Two workshops per year for open conversations – planning versus goal setting
4. Accept expressions of disagreement – encouragement to re-examine positions
5. Everyone has an explicit opportunity to share opinions before opening up to debate
6. Council members send emails to city manager and department heads in neutral tones – heads up when they hear of citizen concerns
7. Support decisions once they are made and move on instead of re-fighting the battle
8. Subcommittee between council, staff and consultants to establish parameters and ongoing mechanisms for monitoring and evaluation – to be adopted by whole council
9. AAR (After Action Reviews)
10. Stay focused on the issue
11. Inside any decision or topic the questions is asked, "How does this best meet or further our strategic goals and plan?"
12. We look at opportunity costs in any decision. We ask, "If we do this what won't we do and what would be the short and long term consequences?" Examining the impacts on this area and other areas.
13. We look at the long-term costs as well as short term savings – "How do we pay for this now and in 10 years?"
14. Develop critical priorities and prioritize resources accordingly – we stick to them and not get sidetracked
15. Show up prepared having done our homework
16. When we choose to sidetrack we acknowledge openly and give our reasoning

Strategic Planning Journey

Develop a shared goal about community identity that matches the carrying capacity and sustainability

Council and staff work together to create a more responsive and effective workplace environment

Potential Goals

1. Develop institutional knowledge so that the organization can be efficient and effective. People will know what to do and how to do it.
2. Develop effective communication mechanisms to the public so that people know the high quality work that is being conducted by the city staff.
3. Attract and retain skilled employees.
4. Develop a workplace that cultivates caring and results in "invested employees".
5. Develop an effective communication system between and among staff and the council.
6. Identify strategies that select for employees who are likely to stay with the city and in the community.
7. Identify a prioritized set of major tasks for city staff and provide the necessary resources to staff to do their jobs.
8. Develop mechanisms that promote staff from within.
9. We want to create a workplace where a job at the city is considered the golden standard of employment

Design Principles

1. Match the staffing to the workload.
2. Match services to the revenue.
3. Build in mechanisms that allow people to see their results against expectations. Demonstrate real appreciation for quality work that is being done. Build transparency into how work is identified and progress is monitored.
4. Build in structured processes of employee involvement and participation into the design, implementation and monitoring of work.
5. Look for opportunities to work across department functions. Let the needs of the work define the work team rather than by departments.
6. Utilize continuous improvement and other best practices.
7. Train employees in best practices in order to equip them to do their job.
8. In new project work, provide work guidelines and parameters along with the delegation of the work assignment in order to provide as much clarity and flexibility to employees charged with the work.

Strategic Planning Journey

Develop a shared goal about community identity that matches the carrying capacity and sustainability

Council and staff work together to create a more responsive and effective workplace environment

Potential Strategy Areas

•Staff Input
•Frequent Check-ins at Staff Level regarding work load
•Manage by Walking Around
•Establish & Focus on Priorities – Understand and work within our means
•Resource Management

Design Principles

- Develop a regular schedule of meetings with council members – perhaps one council member per department to create ongoing communication.
- Conduct an employee survey to determine what employees want in terms of information and what they see as the city priorities
- Look at the operating hours of the city to free up more quality time for employee planning conversations. This might involve requiring appointments to see directors and key staff; prioritizing level of response (identified employee how can handle routine responses; developing email response forms; move reception area
- Utilize existing employee meetings and change the focus to be more interactive and less informational.
- Create more informal opportunities for people to meet with each other – summer BBQs

Action Steps

Overall the planning team felt it essential to work with city staff and create an environment of participation and ownership by addressing the urgent and immediate issues of city operations and staff. Decision an employee survey using Survey Monkey. The intent would be that the survey would be designed by employees around employee concerns, issues and solutions.

Strategic Planning Journey

Develop a prioritized plan for maintaining and improving infrastructure based on specific criteria

Develop a prioritized plan for maintaining and improving infrastructure based on specific criteria

Potential Goals

1. Identify specific priorities and funding allocations for public infrastructure projects
2. Delineate all the choices and list the possible options
3. Identify those things that we will not fund in the future
4. Identify strategies to develop funding for essential and vital services for the long-term. In order to do this we will explore the following issues and possibilities:
    - Charter Cities
    - Sale Tax
    - Developer impact fees
    - Broader tax base
    - What can we do to displace general fund fees? Flexibility
    - MCOG – street impacts
    - Tax sharing agreement
    - Annexation
    - Develop institutional knowledge so that the organization can be efficient and effective. People will know what to do and how to do it.
5. Our plan would reflect community input, priorities and what they are willing to pay for in the future
6. Identification of the most cost effective way of providing services – e.g. contracting

Design Principles

1. Whatever we do creates internal consistency across the system
2. Budget follows the plan rather than the budget driving the plan
3. We look for the most cost effective ways of achieving our priorities – better, faster, cheaper
4. We include and involve employees in infrastructure planning – implementing and monitoring
5. We will design a non-political, data-driven planning process that reflects the informed desire of our community. It will be a two-way process of communication, education and planning
6. We will keep the planning process to the level of usefulness and application – it will be distilled to a manageable scale
7. The final decisions will be based on public safety, providing for vital services and cost effectiveness

Strategic Planning Journey

Develop a prioritized plan for maintaining and improving infrastructure based on specific criteria

Develop a prioritized plan for maintaining and improving infrastructure based on specific criteria

Tensions & Dilemmas

- Outside influences and decisions from the State and other agencies could restrict funding, impose mandates and change the short term focus of staff activities
- General versus special tax requires 2/3 vote
- Retirement and personnel costs
- Use of eminent domain
- Energy, resource and construction costs may continue to climb which puts us further behind the curve from planning to implementation
- A percentage of the city population will attack whatever we do
- Climate change impacts
- Current staffing levels are already low to do the work

Potential Strategies

1. Cost benefit analysis of Charter Cities – agendize for future Council Meeting
2. Compilation of current state information on all infrastructure analyses (Asset Management Program)
3. Develop a strategy for Community Engagement around infrastructure and funding (Subcommittee – Benj, Chris, Mari and Steve).
    - Look at education and website applications as tools
    - Community survey process
    - How to create a community dialog
    - Well publicized informational meetings around specific topics
    - Weekly articles in paper
4. Research successful efforts by other cities – don't reinvent the wheel
5.

Attachment #3

Strategic Planning Session
November 2010
City of Ukiah

Four Strategic Planning Areas

Strategy 1: Maintain downtown historic place as a regional center of civic and economic activity.

Strategy 2: Planning Valley-Wide takes place based on sound planning principles.

Strategy 3: Develop a prioritize plan for maintaining and improving public infrastructure.

Strategy 4: Council and staff work together to create a more responsive and effective workplace environment.

Evidence of Success:

How will we know that we have been successful in these strategy areas 18 months from now? What will be in place as evidence of our success?

Strategy 1: Maintain downtown historic place as a regional center of civic and economic activity.

1. Façade and Business improvement plans have resulted in fewer vacancies, pretty store fronts, more people walking and stores open more hours
2. More outdoor dining. More activity at nights and weekends
3. State of California is closing escrow for the courthouse in the downtown and we are in design, and we have a plan on what to do with the "old courthouse".
4. Full bike racks.
5. Rail trail is completed
6. We are taking more advantage of the Farmers Market – it is open more days per week and bringing people to the downtown area.
7. We have an exit plan for the Palace Hotel and the power to proceed. We have a workable plan to move forward
8. Downtown has most of the amenities people need to stay and shop in town.
9. We have implemented Phase I of the streetscape program. State Street is seen as an asset and that it is friendly and accessible.
10. Real estate is a premium in the downtown area.
11. We have really nice landscaping with the correct plants that go together and that are well maintained.

Some summary statements:

1. We are removing the barriers to economic development
2. Public understands and has input into the whole downtown plan

3. We have a balance between the necessary infrastructure and beautification measures that makes economic, strategic and political sense in terms of community acceptance to the approach

Strategy 2: Planning Valley-Wide takes place based on sound planning principles.

1. MSRs are completed
2. Spheres of Influence (SOI) are approved
3. UVAP is completed and it recognizes our desired urban boundaries
4. Tax sharing agreement is completed – at least on property
5. Annexation of the Brush Street Triangle is completed
6. Our ultimate boundaries are well-defined
7. Annex land to conserve agricultural land on east side of freeway
8. We have Regional Cooperation Agreements related to fire, police, water, etc. (auto aid)

Strategy 3: Develop a prioritize plan for maintaining and improving public infrastructure.

1. Process for re-evaluation of our infrastructure priorities over time – e.g. concrete
2. We have created an efficient working relationship with the Sewer District and we have regional service delivery
3. We have determined the usage of the Low Gap and Oak street building/property
4. We have held discussions about undergrounding prior to setting rates. We are thinking and acting strategically and taking actions with the long-term in mind
5. We have a strategy and position regarding protection of our water rights. This has led us to develop a well thought out water plan. We also have a better understanding of our role regarding water relative to the other providers and we have collaborative agreements in place.
6. Electrical Infrastructure in downtown is completed is already demonstrating greater reliability
7. We have a 5-10 year City Facilities plan
8. The Water Recycling Master Plan if completed and is being implemented

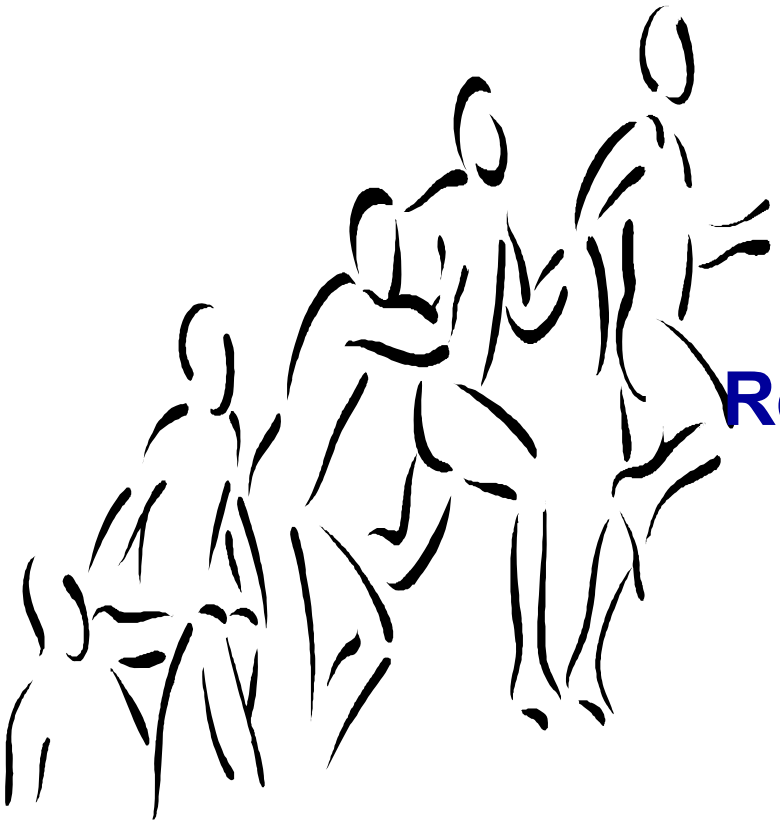
Broad Strategic Approaches by Quarter – Maintaining and Improving Infrastructure

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 5	Quarter 6
Rate Study	Cost Analysis around potential priority infrastructure projects	Council action to identify underground	Planning study of electric system	Reclaimed water study	
	Public forums for scope of undergrounding			Utilization of underground	
	Adopt 11/12 Budget			Water permit issued	
	Council consider water rights concepts			Updated Urban Area Water Plan	
					Governance of Sanitation District and City resolved

Broad Strategic Approaches by Quarter – Historic Downtown

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 5	Quarter 6
FIP & BIP implement plans	Plan for downtown outside dinning activities and bike accommodations	Pilot program for outside activities – dinning and bike/pedestrian	FIP & BIP plans and projects completed (1st cohort)	FIP & BIP success review (e.g. reduced vacancies & increased property values)	Close escrow on new courthouse
FIP & BIP 1st loans issued		Maintaining historic nature of downtown as a gathering place	Power of Emminent Domain is secure (for RDA)	Steps to work with Palace Hotel	
Rail-Trail Planning – MCOG/City		Identifying old courthouse uses – develop connections between new courthouse and downtown	State Street striping project – pedestrian access – Gobbi and Perkins	City responsible to facilitate business-friendly downtown areas – infrastructure, connectivity, traffic flow, ease of use	
School Street planters – Main Street Review agreements		What should be located downtown? Anchor? Culture/ Food? Infrastructure	Promote Street Scape Plan – (Form-based plan coordination)		
Old Courthouse planning – City, County and Commnity			Farmers market – indoor or outdoor possibilities – Downtown/ Clay Street		

Attachment #4



City of Ukiah

Strategic Planning Process

Reflection Process – November 2010

Steve Zuieback

Synectics: Creative Management Strategies

(707) 463-2088

Meeting Outcomes – January 11, 2010

1. Reflect on the progress and learning associated with the Strategic Plan
2. Identify modifications to the plan based on changes in the environment and learning about what works.
3. Develop some mechanisms for ongoing monitoring and evaluation of the plan

Reflection Process – 2010

1. What did we put in place?
2. What is happening with those plans?
3. What has changed in our environment that impacts these plans?
4. What changes do we need to consider?
5. How will we track the progress as we move forward?

My Recommendations coming out of session

1. Hold reflection conversation on quarterly basis and not mix planning with other business
2. Select a few priority areas for each session and go in depth
3. Develop metrics for each objective and track on regular basis
4. Council should specifically review their operating agreements
5. Develop a set of specific criteria for reviewing proposed budget changes – Decision Matrix
6. Convene a specific conversation around collaboration and partnerships as a means of doing business moving forward

Tonight' Meeting Outcomes

1. Identify specific evidence of success for each of the priority goal areas
2. Identify high level strategic steps for each of the goal areas for the next 18 months
3. To discuss how the council will track progress on the plan

Four Strategic Planning Areas

Strategy 1: Maintain downtown historic place as a regional center of civic and economic activity.

Strategy 2: Planning Valley-Wide takes place based on sound planning principles.

Strategy 3: Develop a prioritize plan for maintaining and improving public infrastructure.

Strategy 4: Council and staff work together to create a more responsive and effective workplace environment.

Strategy 1: Maintain downtown historic place as a regional center of civic and economic activity.

1. Façade and Business improvement plans have resulted in fewer vacancies, pretty store fronts, more people walking and stores open more hours
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Strategy 1: Maintain downtown historic place as a regional center of civic and economic activity.

8. Downtown has most of the amenities people need to stay and shop in town.
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Some summary statements:

1. We are removing the barriers to economic development
2. Public understands and has input into the whole downtown plan
3. We have a balance between the necessary infrastructure and beautification measures that makes economic, strategic and political sense in terms of community acceptance to the approach

Strategy 2: Planning Valley-Wide takes place based on sound planning principles.

1. MSRs are completed
2. Spheres of Influence (SOI) are approved
3. UVAP is completed and it recognizes our desired urban boundaries
4. Tax sharing agreement is completed – at least on property
5. Annexation of the Brush Street Triangle is completed
6. Our ultimate boundaries are well-defined
7. Annex land to conserve agricultural land on east side of freeway
8. We have Regional Cooperation Agreements related to fire, police, water, etc. (auto aid)

Strategy 3: Develop a prioritize plan for maintaining and improving public infrastructure.

1. Process for re-evaluation of our infrastructure priorities over time – e.g. concrete
2. We have created an efficient working relationship with the Sewer District and we have regional service delivery
3. We have determined the usage of the Low Gap and Oak street building/property
4. We have held discussions about undergrounding prior to setting rates. We are thinking and acting strategically and taking actions with the long-term in mind
5. We have a strategy and position regarding protection of our water rights. This has led us to develop a well thought out water plan. We also have a better understanding of our role regarding water relative to the other providers and we have collaborative agreements in place.

Strategy 3: Develop a prioritize plan for maintaining and improving public infrastructure.

6. Electrical Infrastructure in downtown is completed is already demonstrating greater reliability
7. We have a 5-10 year City Facilities plan
8. The Water Recycling Master Plan if completed and is being implemented

Next Steps

1. Type up notes for meeting and distribute to meeting participants – ASAP

2. Convene within one month to identify high level strategies to achieve the desired goals/results within each strategy area

City of Ukiah

ITEM NO.: 2b

MEETING DATE: July 29,2015

AGENDA SUMMARY REPORT

SUBJECT: REVIEW AND PROVIDE DIRECTION REGARDING THE REVISED DRAFT CAPITAL IMPROVEMENT PLAN FOR FISCAL YEAR 2015-2016.

Summary: Reintroduction and review of the revised draft 2015-2016 Capital Improvement Plan (CIP) Budget. This session is scheduled for review only, the Council will not consider adoption of this CIP Budget.

Background: During work sessions with Council in May, Council directed Staff to provide additional information for capital improvement projects. Changes include a five year forecast for projects, summarized list of funding sources, more detail for the reserve funds being used (Equipment Reserves Funds 220 and Special Project Reserves Fund 251) which provide readers more information regarding where reserves originated and capital spending.

Council requested staff provide options to fund Fire apparatus and equipment. The CIP includes $65,000 for equipment replacement including SCBA *(self-contained breathing apparatus)* cylinders, defibrillator, and fire hose. In addition, the draft FY 15/16 CIP proposes to set aside $207,223 for the future purchase of fire apparatus and recommends updating the apparatus and equipment replacement schedules previously completed in 2007 that extended out 30 years. The schedules will allow for planned funding cycles for all equipment and apparatus rather than a piecemeal approach. Furthermore, these schedules should be developed and reviewed in the context of the fire merger discussion underway with the Ukiah Valley Fire District.

In addition to the requested changes, Staff added a brief guide to the Capital budget in order to create a user friendly document which explains the separate sections of the document. The Guide to the Capital Budget can be found following the table of contents and will be added to the table of contents in the final version. This guide will be further developed with future updates of the CIP.

Staff is currently working on the appendix for the document which includes fleet justification worksheets for Fiscal Year 2016 requests. This section will be provided at the meeting.

Discussion: The City's Capital budget requests for Fiscal Year 2016 total $24,749,40 for all Funds including the City's enterprise operations of water, sewer, and electric. A total of $3,565,614 of the requests have not been matched to specific funding sources and are listed as unfunded/partially funded

Continued on Page 2

RECOMMENDED ACTION(S): Review the revised draft Capital Budget document and provide staff with additional input for Capital budget priorities and format of the document.

ALTERNATIVES: N/A

Citizens advised:	N/A
Requested by:	Ukiah City Council
Prepared by:	Karen Scalabrini, Finance Director
Coordinated with:	Budget Team and Sage Sangiacomo, City Manager
Presenters:	Karen Scalabrini, Finance Director
Attachments:	Draft Capital Budget FY 15/16 (may also be viewed online at: https://cityofukiah.box.com/draftcapitalbudget)

COUNCIL ACTION DATE: _____: ❑ Approved ❑ Continued to_____ ❑ Other _____

RECORDS APPROVED: ❑ Agreement: _____ ❑ Resolution: _____ ❑ Ordinance: _____

Note: Please write Agreement No. in upper right corner of agreement when drafted.

Approved: _____

Sage Sangiacomo, City Manager

at this time. It's important to note the CIP will likely always have some level of projects unfunded as opportunities are developed/explored through grants, bonds, loans, or capitalized over a period of time. This should be viewed not as a deficiency, but rather as a tool for Council to prioritize and review the status of projects and funding availability.

Over the course of the next few weeks, the City Manager's office along with Council will continue vetting and refining the list. At the work study session, staff will identify a possible adoption and ongoing review cycle for Council's consideration.

City of Ukiah Capital Budget Fiscal Year 2015-2016

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City of Ukiah

Guide to the Capital Budget:

Project Reserves: In the past the City has set aside funds for future Equipment (Fund 220) and Special Projects (Fund 251). The worksheets shown on pages 2 and 3 reflect balances set aside in the past and where funds originated. In addition, proposed transfers and expenditures are shown with a projected ending balance. These worksheets are meant to aid Staff and City Council when monies are needed for a project that is unfunded.

Program Funding Summary With Funding Sources: This section is a summary of all funding shown in the Capital Budget. This area also includes a summary of projects which are unfunded at this time. $3,565,614 in projects requests are currently unfunded. The page following the Program Funding Summary shows a list of all unfunded or partially funded projects and the section of the budget the project can be found.

Department Sections: Each Department is shown in a separate section. For example, the first Department section is for Capital Projects relating to the Airport. At the front of each section the total capital projects for that area are listed for Fiscal Year 2016. The Section then summarizes funding sources that are going to fund the projects and appropriation amounts for projects. The remaining pages include more detail for each project and a forecast for future years for the project for that department.

Appendix: The Appendix includes fleet justification worksheets for Fiscal Year 2016 requests.

PROJECT RESERVES

CAPITAL BUDGET FISCAL YEAR 2015-2016

Capital Projects – Summary of Equipment Reserves (Fund 220)

	Funding Source	Reserve No.	Beginning Reserve 2015-16	Projected Budget 2015-16 Revenues	Transfers (IN)/OUT	Expenditures	Ending Reserve 2015-16	MUNIS Acct. #
City Clerk	100	110	(5,750)				(5,750)	22000000.38110
Finance	100	130	(3,390)			3,390	0	22000000.38130
Planning	100	150	0				0	
Building Maintenance	100	195	(610,691)			100,000	(510,691)	22000000.38195
Computer Support	100	196	(22,338)		(120,684)	143,022	0	22000000.38196
Police	105	201	(41,030)			41,030	0	22000000.38201
Fire- Apparatus	105	211-212	(90,455)		(207,223)		(297,678)	22000000.38211
Fire - Equipment	105	213	(65,000)			65,000	0	22000000.38313
Parking	640	220	(30,000)				(30,000)	22000000.38220
Building Inspection	100	221	0				0	
Engineering/Unrestr	100	301	(88,245)				(88,245)	22000000.38301
Street Maintenance	100	311	0				0	
Corporate Yard	208	330	(114,038)			20,000	(94,038)	22000000.38330
Garage	203	575	(54,030)		(56,000)	110,000	(30)	22000000.38575
Airport	777	600	0				0	
Parks & Recreation	300	601	0				0	
Sewer	844	612	(201,148)			200,000	(1,148)	22000000.38612
Utility Billing	205	697	(14,135)		(100,000)	114,135	0	22000000.38697
Water	820	820	(77,687)			75,000	(2,687)	22000000.38820
Dispatch Equip Replacement	206	678	(5,630)				(5,630)	22000000.38678
Electric Equip Replacement	800	800	(140,000)				(140,000)	22000000.38800
Reserve For Encumbrances	100		(116,322)				(116,322)	
Undesignated - Interest	100		(164,790)	(21,403)	107,223	78,970	**0**	
Summary of Changes			**(1,844,679)**	**(21,403)**	**(376,684)**	**950,546**	**(1,292,219)**	

This worksheet shows reserve funds held for equipment. The Funding source shows where funds are transferred from. All “Transfers In” include a reserve number which is shown in the column heading “Munis Acct. #”. The Expenditure Column represents planned spending for Fiscal Year 2016.

Capital Projects – Summary of Special Project Reserves (Fund 251)

	Reserve No.	Funding * Source	2014-15 Adjusted Balance	Transfers (in) out	Expenditures	Projects	2015-16 Ending Reserve	MUNIS Acct. #
Grant Match	001	100	(51,900)		19,000	NWP Rail Trail	(32,900)	**25100000.39001**
Financial Software	002	100	(100,000)	100,000		Transfer out to Fund 220 Equip Reserve	0	**25100000.39002**
ADA Ramps	010	Gas Tax	(137,977)		50,000	ADA Ramps	(87,977)	**25100000.39010**
Bridge Replacements	011	-	(254,438)		254,438	Orr Street Bridge Reconstruction	0	**25100000.39011**
Talmage Rd Bike/Ped	013	100	(22,932)				(22,932)	**25100000.39013**
Open Space Acquisition	015	100	(66,735)				(66,735)	**25100000.39015**
Smith Street Repairs	021	100	(21,951)		21,951	Smith Street Sidewalk	(0)	**25100000.39021**
GASB Implementation	024	100	(4,925)				(4,925)	**25100000.39024**
Benchmark Verification	026	100	(2,905)				(2,905)	**25100000.39026**
Storm Drain Replacements	027	100	(50,617)		50,617	Fairgrounds Storm Drain - Partial only	0	**25100000.39027**
Upgrade Traffic Loops/Signals	028	Gas Tax	(50,000)		25,000	Upgrade Traffic Loop - Orchard to Perkins	(25,000)	**25100000.39028**
Orchard Ave. Extension	029	100	(115,000				(115,000)	**25100000.39029**
Cleveland Lane Drainage	031	100	(190,785)		160,000	Drainage used for MUSEUM Project	(30,785)	**25100000.39031**
Orr Creek Improvements	032	misc	(4,985)				(4,985)	**25100000.39032**
Asset Management Software	038	UTIL's	(82,171)		60,000	Asset Management Software	(22,171)	**25100000.39038**
Facility Needs Study	039	100	(50,000)				(50,000)	**25100000.39039**
Maintenance Yard Development	041	208	(13,018)				(13,018)	**25100000.39041**
Form Based Code Project	042	100	(925)				(925)	**25100000.39042**
Todd Grove Picnic Area	044	300	(50,000)				(50,000)	**25100000.39044**
IT Dept Upgrades	046	100	(81,979)		81,979	I.T. Capital Expenses	0	**25100000.39046**
Sphere of Influence	047	100	(27,000)	27,000			0	**25100000.39047**
Perkins St Storm Drain	280	100	(12,141)		12,141	Perkins Street Storm Drain	0	**25100000.39280**
Reserve Unfederalized601	601	601	(313,250)		313,250	Washington Street Reconstruction	0	
Reserve Unfederalized 603	603	603	(347,770)		347,770	Washington Street Reconstruction	0	
Reserve For Encumbrances			(30,334)				(30,334)	
Undesignated			(135,446)	123,000	33,049		20,603	
Summary of Changes			(2,219,181)	250,000	1,429,193		(539,988)	

* The funding source shows the fund number that funded the reserve amount. In some cases it was various funds such as "Gas Tax" or "Util".

This worksheet shows reserve funds held for Special Projects. The Funding source shows where funds are transferred from. All "Transfers In" include a reserve number which is shown in the column heading "Munis Acct. #". The Expenditure Column represents planned spending for Fiscal Year 2016.

Capital Improvement Program Funding Summary with Funding Sources

Capital Improvement Program Sources of Funding						
		for planning purposes only				
Funding Source	**Funding Requested 2015-16**	**Anticipated Request 2016-17**	**Anticipated Request 2017-18**	**Anticipated Request 2018-19**	**Anticipated Request 2019-20**	**Total Estimated 5-Year Funding**
Airport						
Airport Reserve (Fund 777)	212,375					**212,375**
FAA Grant - Federal Funding (Fund 777)	202,500					**202,500**
FAA Grant - State Funding (Fund 777)	10,125					**10,125**
Sub Total	**425,000**					**425,000**
Building Maintenance						
Equipment Reserve (Fund 220)	100,000					**100,000**
Sub Total	**100,000**					**100,000**
Conference Center						
Unfunded	65,000					**65,000**
Sub Total	**65,000**					**65,000**
Electric						
Electric Reserve (Fund 801)	4,745,000	1,225,000	325,000	115,000	65,000	**6,475,000**
Sub Total	**4,745,000**	**1,225,000**	**325,000**	**115,000**	**65,000**	**6,475,000**
Engineering - Public Works						
Special Project Reserve (Fund 251)	338,438	400,000				**738,438**
Special Revenue (Fund 250)	252,500	300,000	1,531,000			**2,083,500**
STP d(1) (Fund 509)	36,500	-				**36,500**
Sub Total	**627,438**	**700,000**	**1,531,000**			**2,858,438**

(Continued)

Capital Improvement Program Funding Summary with Funding Sources (Continued)

Capital Improvement Program Sources of Funding						
		for planning purposes only				
Funding Source	**Funding Requested 2015-16**	**Anticipated Request 2016-17**	**Anticipated Request 2017-18**	**Anticipated Request 2018-19**	**Anticipated Request 2019-20**	**Total Estimated 5-Year Funding**
Finance						
Equipment Reserve (Fund 220)	117,524					117,524
Sub Total	**117,524**					**117,524**
Fire - Public Safety						
Equipment Reserve (Fund220)	65,000					**65,000**
Sub Total	**65,000**					**65,000**
Garage						
Equipment Reserve (Fund 220)	110,000					**110,000**
Sub Total	**110,000**					**110,000**
Golf						
Golf Fund (Tayman Park)(Fund 720)	155,000					**155,000**
Sub Total	**155,000**					**155,000**
Information Technology						
Equipment Reserve (Fund 220)	143,022					**143,022**
Project Reserve (Fund 251)	81,978					**81,978**
Sub Total	**225,000**					**225,000**
Grace Hudson Museum						
Unfunded	25,000					**25,000**
Sub Total	**25,000**					**25,000**

(Continued)

Capital Improvement Program Funding Summary with Funding Sources (Continued)

Capital Improvement Program Sources of Funding

		for planning purposes only				
Funding Source	**Funding Requested 2015-16**	**Anticipated Request 2016-17**	**Anticipated Request 2017-18**	**Anticipated Request 2018-19**	**Anticipated Request 2019-20**	**Total Estimated 5-Year Funding**
Parks						
Prop 84 (Fund 310)	2,300,000	240,000				**2,540,000**
Housing Grant	142,800					**142,800**
Habitat Conservation Fund Grant (HCF)	140,000					**140,000**
Project Reserve (Fund 251)	160,000					**160,000**
Anton Reserve (Fund 301)	18,000					**18,000**
Unfunded	193,663					**193,663**
Sub Total	**2,954,463**	**240,000**				**3,194,463**
Police						
Equipment Reserve (Fund 220)	120,000					
Unfunded		120,000	120,000	120,000	120,000	**480,000**
Sub Total	**120,000**	**120,000**	**120,000**	**120,000**	**120,000**	**600,000**
Storm Drain						
Project Reserve (Fund 251)	50,617					**50,617**
Unfunded	124,383					**124,383**
Sub Total	**175,000**					**175,000**
Streets						
Special Revenue (Fund 250)	1,951,500					**1,951,500**
Project Reserve (Fund 251)	716,019					**716,019**
STIP (Fund 507)	227,000	1,235,000				**1,462,000**
STP d (1) (Fund 509)	350,500	150,000				**500,500**
Congestion Relief (Fund 510)	400,000					**400,000**
Unfunded	3,140,000					**3,140,000**
Sub Total	**6,785,019**	**1,385,000**				**8,170,019**

(Continued)

Capital Improvement Program Funding Summary with Funding Sources

Capital Improvement Program Sources of Funding						
		for planning purposes only				
	Funding Requested 2015-16	Anticipated Request 2016-17	Anticipated Request 2017-18	Anticipated Request 2018-19	Anticipated Request 2019-20	Total Estimated 5-Year Funding
Funding Source						
Wastewater						
Equipment Reserve (Fund 220)	200,000					**200,000**
Prop 84 (Fund 607)	2,090,191	17,152,000				**19,242,191**
Sewer Operating (Fund 840)	250,000					**250,000**
Sewer Capital (Fund 844)	1,084,770					**1,084,770**
Sub Total	**3,624,961**	**17,152,000**				**20,776,961**
Water						
Fund 220 Equipment Reserve	75,000					**75,000**
Fund 607 Prop 84 Grant	125,000					**125,000**
Fund 822 Water CIP Fund	4,167,500					**4,167,500**
Millview Water District (Fund 607)	31,250					**31,250**
Willow Water District (Fund 607)	31,250					**31,250**
Sub Total	**4,430,000**					**4,430,000**
Total	**$ 24,749,405**	**$ 20,822,000**	**$ 1,976,000**	**$ 235,000**	**$ 185,000**	**$ 47,967,405**

2015-16
Unfunded Capital Projects

		Project Amount		Amount Funded		Amount Unfunded
Conference Center						
HVAC System Renovation	$	30,000	$	-	$	30,000
Bathroom Efficiency Update	$	35,000	$	-	$	35,000
Subtotal	**$**	**65,000**	$	-	**$**	**65,000**
Grace Hudson Museum						
Roof Repair	$	25,000	$	-		25,000
Subtotal	**$**	**25,000**	**$**	**-**	**$**	**25,000**
Parks						
Replace Toro Grounds master 4000D	$	25,000	$	-	$	25,000
Replace Dodge D200 Utility Truck	$	40,000	$	-	$	40,000
Anton Stadium Irrigation System Renovation	$	128,663	$	-	$	128,663
Subtotal	**$**	**193,663**	**$**	**-**	**$**	**193,663**
Storm Drain						
Replace Storm Drain at 12th District Fairgrounds	$	175,000	$	-	$	175,000
Subtotal	**$**	**175,000**	**$**	**-**	**$**	**175,000**
Streets						
Talmage Rd. & US 101 Interchange Improvements	$	1,700,000	$	-	$	1,700,000
Redwood Business Park Transportation Improvements	$	1,200,000			$	1,200,000
Replace Street Sweeper	$	240,000	$	33,049	$	206,951
Subtotal	**$**	**3,140,000**			**$**	**3,106,951**
Total	**$**	**5,598,663**	**$**	**33,049**	**$**	**3,565,614**

City of Ukiah

AIRPORT

Capital Projects - Airport

Fiscal Year 2016 Capital Items:	$425,000
Funding Source Available:	
Fund Transfer from Airport Reserves Fund 777	$212,375
FAA Grant – Federal Funding	$202,500
FAA Grant – State Funding	$ 10,125
Total Fund Sources	$425,000
Summary of Airport Projects:	
• Runway 15-33 Pavement Rehabilitation & Taxiway Realignment (Design)	$190,000
• PNC Calculation & Pavement Report	$ 35,000
• Fuel Tank	$200,000

Runway 15-33 Pavement Rehabilitation & Taxiway Realignment (Design)

Estimated Project Costs For FY 2016	$190,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
FAA Grant – Federal		171,000	540,000	540,000	540,000	643,500	$2,434,500
FAA Grant – State		8,550	27,000	27,000	27,000	32,175	121,725
Airport Reserve (Fund 777)		10,450	33,000	33,000	33,000	39,325	148,775
		$190,000	$600,000	$600,000	$600,000	$715,000	$2,705,000

Project Description: This is a FAA design grant and is part of a larger four year future project. This project is needed to perform much needed pavement rehabilitation and taxiway realignment. These changes have been identified on the newest Airport Layout Plan. The total project is estimated at $2.5 million which will be paid for with additional FAA grant funds. The estimated cost to the City will be approximately $33,000 annually over the next four years as the project is built and will depend on future funding from the FAA.

FY 2015/2016

PNC Calculation & Pavement Report

Estimated Project Costs For FY 2016	$35,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
FAA Grant – Federal		31,500					31,500
FAA Grant – State		1,575					1,575
Airport Reserve (Fund 777)		1,925					1,925
		$35,000					$35,000

Project Description: Pavement Calculation Number (PCN) Calculation and Pavement report is a FAA funded grant project that would allow staff to better evaluate the current conditions of the airport runways and taxiways.

FY 2015/2016

Fuel Tank

Estimated Project Costs For FY 2016	$200,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Airport Reserve (Fund 777)		$200,000					$200,000

Project Description: Over the past few years the airport had record numbers of fuel sales due to fires in the area. Although the amount of fuel sold was abnormally high, the airport was unable at times to keep up with the demands and needs of our customers for fuel. Increasing fuel capacities will provide better service and increased revenue for the airport in. With the installation of a 12,000 gallon 100LL (AVGAS) self-serve tank and the ability to store 25,000 gallons of jet A fuel, the airport will be able to keep up with the high demands of fuel sales during the fire season.

FY 2015/2016

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BUILDING MAINTENANCE

Capital Projects – Building Maintenance

Fiscal Year 2016 Capital Items:	$100,000
Funding Source Available:	
Equipment Reserve Funds-	
22000000.38195 Building Maintenance Reserve	$100,000
Total Funding Sources	$100,000
Summary of Building Maintenance Projects:	
Civic Center Annex Facia Renovation	$ 30,000
Civic Center Front Lobby Redesign	$ 45,000
Civic Center Entryway Renovation	$ 25,000

Civic Center Annex Facia Renovation

Estimated Project Costs For FY 2016	$30,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$30,000					$30,000

Project Description: The facia on the Annex is in crucial need of repair in order to prevent failure.

FY 2015/2016

Front Lobby Redesign

Estimated Project Costs For FY 2016	$45,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$45,000					$45,000

Project Description: Front lobby redesign to comply to current standards. Also needed is a counter upgrade to better facilitate customer service.

FY 2015/2016

Civic Center Entryway Renovation

Estimated Project Costs For FY 2016	$25,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$25,000					$25,000

Project Description: The tile work at the entrance to the Civic Center is damaged and missing tiles in many places. These flaws create uneven walkways and an unattractive appearance.

FY 2015/2016

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CONFERENCE CENTER

Capital – Conference Center

Fiscal Year 2016 Capital Items:	$65,000 Unfunded
Funding Source Available: No funding identified	$ 0
Total Funding Sources	$ 0
Summary of General Capital Projects:	
Conference Center HVAC System Renovation	$30,000 Unfunded
Conference Center Bathroom Efficiency Update	$35,000 Unfunded

Conference Center HVAC System Renovation

Estimated Project Costs For FY 2016	$30,000
Status	Unfunded

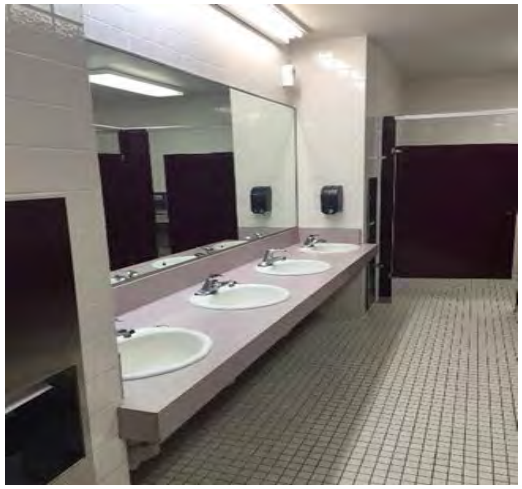
Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		$30,000					$30,000

Project Description: The HVAC unit that supports the Chardonnay & Riesling rooms has permanently failed per the evaluation of a 3rd party contractor, making the rooms un-rentable (due to no heat or air conditioning) in inclement weather. The entire 20+ year system needs full replacement. As funds allow, the remaining HVAC units will need to be upgraded.

FY 2015/2016

Conference Center Bathroom Efficiency Update



Estimated Project Costs For FY 2016	$35,000
Status	Unfunded

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		$35,000					$35,000

Project Description:

Project Description: After opening in July of 1994, the public restrooms at the UVCC have never been upgraded. With over twenty years of heavy use, the deterioration of the amenities and lack of efficiency in fixtures bring them past their useful life. There will also be significant water savings from replacing the twenty year old urinals (5), toilets (11), and sinks (8).

FY 2015/2016

ELECTRIC

Capital Projects - Electric

Fiscal Year 2016 Capital Items:	$4,745,000
Funding Source Available: Electric Capital Improvement Project (CIP)Fund 801 (transfer from 800 Operations to 801 CIP Fund)	$4,745,000
Total Fund Sources	$4,745,000
Summary of Electric Capital Projects:	
PCB Transformer Replacement	$ 20,000
Pole – Replacements	$ 15,000
Automated Meter Reading – AMI	$1,990,000
AMI – Loading & Fault Locating	$ 40,000
Communication Upgrades	$ 80,000
Transformer Upgrades	$ 25,000
State St Widening – Pole/Equipment Upgrades	$ 40,000
#6 Reconductor and System Tap Protection	$ -

(Continued)

Capital Projects- Electric (Continued)

Digger Derrick	$ 380,000
E-Truck	$ 40,000
Foreman Truck	$ 75,000
On-Call Sub Truck	$ 40,000
Underground System Switching Upgrades/Oak Manor	$ 180,000
Underground System Switching Upgrades/Leslie-Gobbi Vault	$ 60,000
600 Amp Connector Replacement/Orchard Ave	$ 10,000
Low Gap 200 & 600 Amp Upgrades	$ 150,000
Perkins Street Underground Project – Electric	$ 180,000
Perkins Street Underground Project – Street Lighting	$ 145,000
Substation Transformer #1 and #3 Repair	$ 400,000
Hydro Electric Plant Seal Repair	$ 175,000
Electric Service Center Improvements	$ 700,000

PCB Transformer Replacement

Estimated Project Costs For FY 2016	$20,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		20,000	30,000	30,000			$80,000

Project Description: A three year replacement of 14 overhead and pad mounted transformers contaminated with low levels of Polychlorinated Biphenyls (PCBs). Replacement will limit environmental concerns and remove older units from service.

FY 2015/2016

Pole - Replacements

Estimated Project Costs For FY 2016	$15,000
Status	

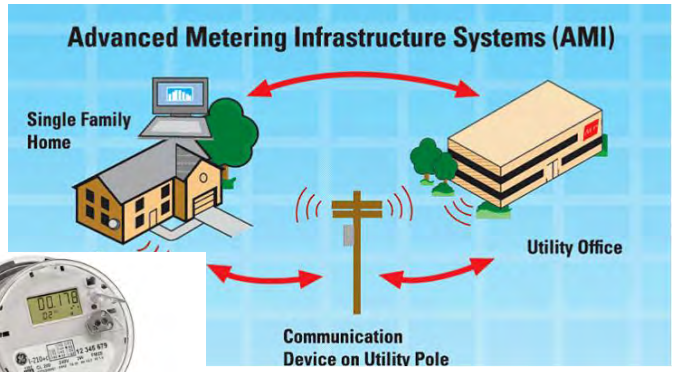
Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		15,000	50,000	50,000	50,000		$165,000

Project Description: Remaining three year of an eight year wood pole replacement program. In 2010, all wood poles were tested and approximately 220 poles were determined to require future replacement. On a scheduled basis, wood poles are replaced based on their tested classification of condition. Pole replacement insures system reliability and safety.

FY 2015/2016

Automated Meter Reading – AMI



Estimated Project Costs For FY 2016	$1,990,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		1,990,000	200,000	50,000			$2,240,000

Project Description: FY 2016: Meter replacement program replacing approximately 8,100 meters with two-way communication and associated infrastructure to remotely read usage, voltage and outage information. Provides the electric customer with near real time usage information on a 24/7 basis. Significant improvement to system reliability and outage restoration resulting in fewer & shorter outages.
FY 2017 & 2018: Anticipated system expansions and reinforcements.

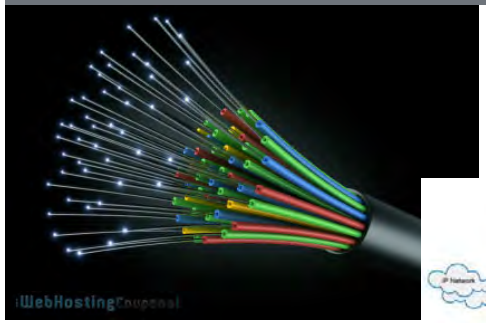
AMI – Loading & Fault Locating

Estimated Project Costs For FY 2016	$40,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Electric Capital (Fund 801)		40,000	50,000	30,000			$120,000

Project Description: A three year program to install communication enabled fault monitoring equipment that detects real time line loading, line voltage levels and system faults. Will improve system performance and reliability of power delivered to Ukiah customers.

Communication Evaluation



Estimated Project Costs For FY 2016	$80,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		80,000					$80,000

Project Description: Communication pilot program to develop machine to machine and machine to operator communication system connecting the Electric Service Center to various field equipment. Project includes a cost-performance evaluation and possible deployment of fiber for electric system operation. Possible future system expansion pending on a cost benefit analysis.

Transformer Upgrades

Estimated Project Costs For FY 2016	$25,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		25,000	25,000	25,000	25,000	25,000	$125,000

Project Description: Due to equipment age, condition and vintage, transformers require replacement to insure operational reliability on a yearly basis.

State Street Widening – Pole Relocation

Estimated Project Costs For FY 2016	$40,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (fund 801)		40,000	40,000	40,000	40,000	40,000	$200,000

Project Description: This capital expenditure cover the cost to relocate Electric Department equipment, located in street right of way, due to City funded street widening projects. Typically this may include street realignment, sidewalk widening, lane additions or street improvement not part of a private development.

#6 Reconductor and System Tap Protection

Estimated Project Costs For FY 2016	$0
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		-	130,000	100,000			$230,000

Project Description:
FY 2017: Conductor upgrades on east Brush St. and install line protection equipment at various locations throughout the City to improve capacity and outage coordination resulting in shorter and smaller power outages.
FY 2018: Replace No.6 conductor at various locations within the City and install line protection equipment at various locations to improve capacity and outage coordination resulting in shorter and smaller power outages.

FY 2015/2016

Digger Derrick

Estimated Project Costs For FY 2016	$380,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		380,000					$380,000

Project Description: Purchase of a digger derrick line truck to retire an existing similar truck. This truck is needed for additional reach capacity to set taller poles and will satisfy the Air Resources Board (ARB) diesel motor compliance requirements.

E-Vehicle

Estimated Project Costs For FY 2016	$40,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		40,000					$40,000

Project Description: Replaces a pickup fleet vehicle with a utility type hybrid or electric vehicle that will be shared by engineering and administration staff. This vehicle purchase will improve availability of staff to respond to customer field visits reducing the need to dispatch a larger truck or line crew resulting in cost savings. Department goal is to manage vehicle inventory while reducing carbon emissions and improve customer service.

Foreman Truck

Estimated Project Costs For FY 2016	$75,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		75,000					$75,000

Project Description: Purchase Foreman's crew cab or cab and a half truck used for transporting poles and heavy equipment for overhead and underground line construction. Truck will replace one existing utility fleet truck with no increase to the fleet count.

On-Call Sub Truck

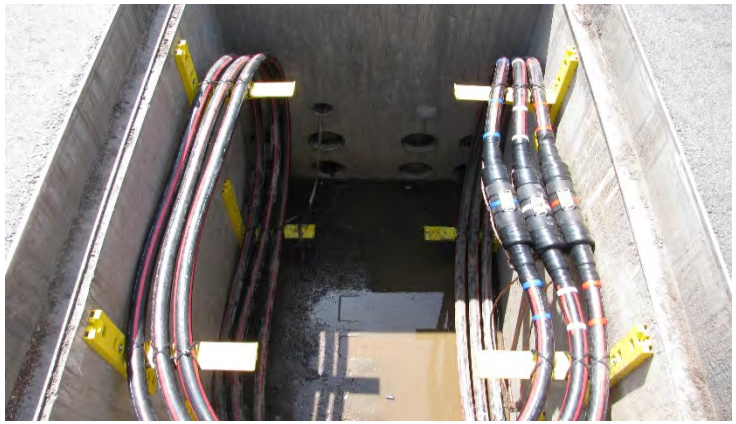
Estimated Project Costs For FY 2016	$40,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		40,000					$40,000

Project Description: Replacement of one on-call utility cab and a half truck. The existing truck has been unreliable and considering age and mileage it is recommended to retire current unit. There is no net increase to utility fleet count.

Underground System Switching Upgrades – Oak Manor



Estimated Project Costs For FY 2016	$180,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		180,000					$180,000

Project Description: Replace selected transformers and install switching equipment in the Oak Manor area. Over the last few years, Oak Manor customers have experienced frequent and long term outages. This will be the first step in being able to isolate problems to a small number of customers and restore power to the vast majority while performing repairs.

FY 2015/2016

Underground System Switching Upgrades – Leslie-Gobbi Vault

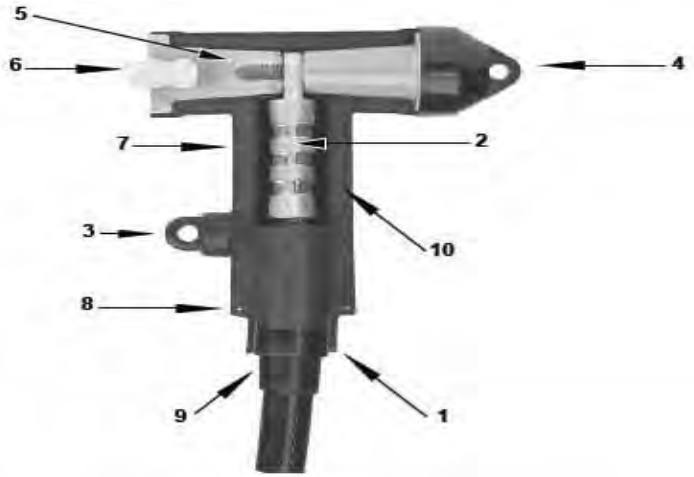
Estimated Project Costs For FY 2016	$60,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		60,000					$60,000

Project Description: Leslie-Gobbi Vault switching upgrade to provide the ability to restore power between an overhead and underground systems in an efficient and timely manor.

600 Amp Connector Replacement – Orchard Avenue



Estimated Project Costs For FY 2016	$10,000
Status	

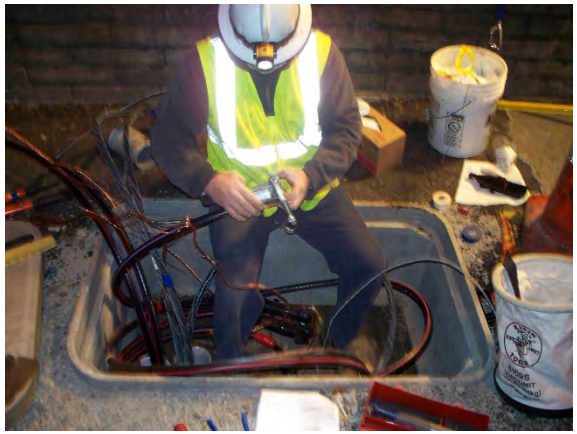
Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		10,000					$10,000

Project Description: Inspect and replace main underground feeder connectors located within underground vaults along Orchard Avenue.

FY 2015/2016

Low Gap 200 & 600 Amp Upgrades



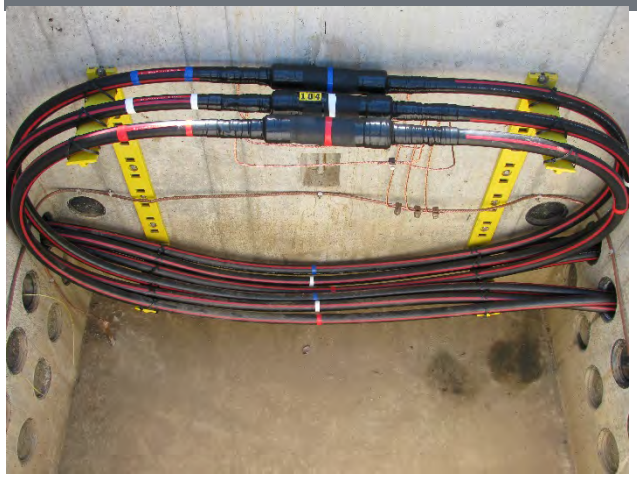
Estimated Project Costs For FY 2016	$150,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		150,000					$150,000

Project Description: Phase 2 completes the system upgrade in the west Low Gap area. This phase includes the wire, switches and junction pedestals necessary to complete the improvements that will provide better reliability, fewer number of power interruptions, and shorter outages.

Perkins Street Underground Project – Phase 2



Estimated Project Costs For FY 2016	$180,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		180,000					$180,000

Project Description: Phase 2 will complete the electric overhead to underground conversion work along Perkins Street between State Street and Hwy 101. This phase includes the wire, switches, junction boxes and customer service panel hookups needed to complete the conversion.

Perkins Street Underground Project – Street Lighting

Estimated Project Costs For FY 2016	$145,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital(Fund 801)		145,000					$145,000

Project Description: This work will complete the street light portion of the overhead to underground conversion along Perkins Street between State Street and Hwy 101. This phase includes the wire, junction boxes, fusing, equipment and labor needed to complete the street lighting project.

Substation Transformer #1 and #3 Repair

Estimated Project Costs For FY 2016	$400,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric CApital (Fund 801)		400,000					$400,000

Project Description: Project will replace the 1) Low voltage bushings, 2) Repair radiator valves and 3) Replace gaskets on 30 year old power transformers No.1 and 3 located at Orchard Substation. Bushings have failed testing (Unit No.1) and gaskets are leaking. Work would replace all low voltage bushings, gaskets and rebuilding valves. Recommended to insure continued operation of the transformers.

Hydro Electric Plant Seal Repair

Estimated Project Costs For FY 2016	$175,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		175,000					$175,000

Project Description: Replace tainter valve seal and brace gate as necessary. Project will reduce the amount of water being bypassed and increases water going through the turbines. The net effect would increase generation by 4-7 percent. Additionally, gate maintenance is required to be in compliance with the JFERC permit.

Electric Service Center Improvements

Estimated Project Costs For FY 2016	$700,000
Status	

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Electric Capital (Fund 801)		700,000	700,000				$1,400,000

Project Description: FY 2016 Phase 1: Electric Utility property located at 1350 Hastings work includes: site grading, fencing, roof repair and roll-up door repair. Interior warehouse shelving, lighting and office remodel, crew restroom and shower facilities, ready and training room design and improvements, site security, system monitoring equipment and employee lunch area.
FY 2017 Phase 2: Interior upgrades to serve as the City's Service Center: including offices, conference/customer meeting facilities, reception area, energy demonstration area, site paving, wire handling storage equipment and solar shade structures.

FY 2015/2016

ENGINEERING

Capital Projects - Engineering

Fiscal Year 2016 Capital Items:	$672,438
Funding Sources Available:	
Special Projects Reserves (Fund 251)-	
25100000.39001 Grant Match Reserve	$ 19,000
25100000.39010 ADA Ramp Reserve	$ 50,000
25100000.39011 Bridge Replacement Reserve	$254,438
25100000.39038 Asset Management Software Reserve	$ 60,000
Special Revenue (Fund 250):	
25000000.43190 State Funding – Special Projects Fund	$252,500
STP d(1) (Fund 509)	$ 36,500
Total Funding Sources	$672,438
Summary of Capital Engineering Projects:	
NWP Rail Trail (Phase 2 Gobbi St. to Commerce Dr.)	$ 19,000
ADA – Ramps throughout the City	$ 50,000
Orr Street Bridge reconstruction	$254,438
Cleveland Lane drainage project	$160,000
Asset Management Software	$ 60,000
Downtown Streetscape Improvement, Phase 1 (Design)	$289,000

NWP Rail Trail (Phase 2 – Gobbi St. to Commerce Dr.)

Estimated Project Costs For FY 2016	$19,000
Status	Grant Application Submitted on June 1, 2015

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		$19,000					$19,000
Cal Trans Grant			$300,000	$1,531,000			$1,831,000
							$1,850,000

Project Description: Planning , design and construction of Phase 2 of the North West Pacific (NWP) Rail Trail project between Gobbi St. and Commerce Dr.

FY 2016: Grant Match – City ($19,000)

FY 2017: Environmental & permits ($75,000); Plans & specifications ($200,000);and Right of way ($25,000)

FY 2018: Construction management & inspections ($150,000) and Construction ($1,395,000)

FY 2015/2016

ADA – Ramps Throughout the City

Estimated Project Costs For FY 2016	$50,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		$50,000					$50,000

Project Description: Construct and replace non-compliant or non-existing ADA ramps at various locations throughout the city

FY 2015/2016

Orr Street Bridge Reconstruction

Estimated Project Costs For FY 2016	$254,438
Status	

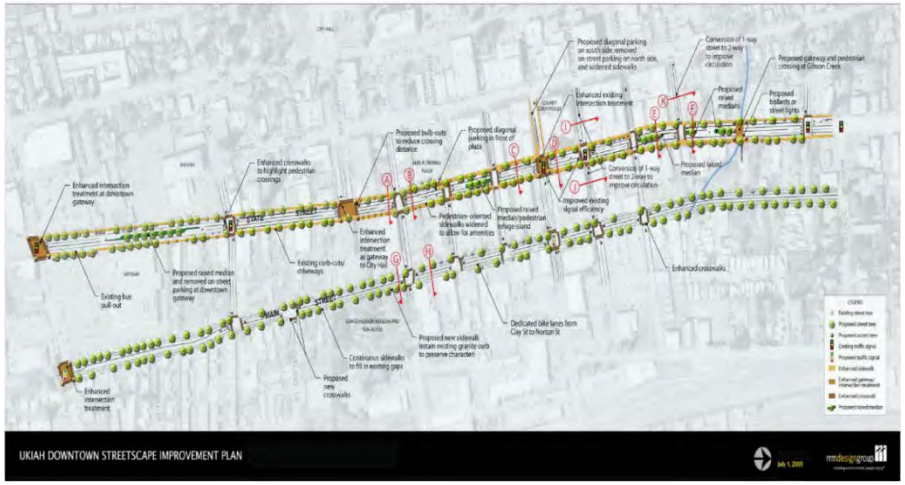
Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		$254,438	$400,000				$654,438

Project Description: Reconstruction of the Orr Street Bridge over Orr Creek.
FY 2016: Environmental, Design & Permits
FY 2017: Construction

FY 2015/2016

Downtown Streetscape Improvement, Phase 1 (Design)



Estimated Project Costs For FY 2016	$289,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Revenue Funds:							
State Revenue HSIP (Fund 250)		103,500					103,500
State Revenue TE (Fund 250)		149,000					$149,000
STP d(1) (Fund 509)		36,500					$36,500
		$289,000					$289,000

Project Description: FY 2016:Design funds for the Downtown Streetscape Improvement Project, Phase 1. Phase 1 is State St (Henry to Mill) Standley (School to Main), Henry (School to State) and Perkins (School to Main). Construction of planned improvements are budgeted in the Public Works Street CIP.

FY 2015/2016

Asset Management Software

Estimated Project Costs For FY 2016	$60,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		$60,000					$60,000

Project Description: Renewal of ArcGIS License which is utilized by Electric, Water and Sewer.

FY 2015/2016

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FINANCE

Capital Projects - Finance

Fiscal Year 2016 Capital Items:	$117,524
Funding Source Available:	
Equipment Reserve Fund:	
22000000.38130 Finance – Misc.	$ 3,389
22000000.38697 Finance – Utility Billing	$ 114,135
(Includes transfer from Fund 205 Utility Billing for $100,000)	
Total Fund Sources	$117,524
Summary of Finance Capital Projects:	
Financial Software	$ 117,524

Financial Software

Estimated Project Costs For FY 2016	$117,524
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		3,389					3,389
Equipment Reserve (Fund 220)		114,135					$114,135
Total		$117,524					$117,524

Project Description: Implementation of the Utility Billing Software to integrate to Munis

FY 2015/2016

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FIRE

Capital Projects – Fire

Fiscal Year 2016 Capital Items:	$65,000
Funding Source Available:	
Equipment Reserve Fund 220	
22000000.38313 Fire - Equipment	$65,000
Total Funding sources	$65,000
Summary of Fire Capital Projects:	
Replace SCBA Air Cylinders	$15,000
Replace 1 Defibrillator	$30,000
Replace Fire Hose	$20,000

Replacement Funds for Fire Apparatus

Estimated Project Costs For FY 2016	$0
Status	Reserve

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$0					$0

Project Description: Set aside replacement funds Fire Apparatus. Apparatus replacement plan needs to be updated. (Funds are reserved in fund 220 Fire Apparatus; $207,223 fiscal year 2016 contribution.)

FY 2015/2016

Replace SCBA Air Cylinders

Estimated Project Costs For FY 2016	$15,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$15,000	$15,000				$30,000

Project Description: Replace 12 SCBA air cylinders needed for firefighters.

FY 2015/2016

Replace One Defibrillator

Estimated Project Costs For FY 2016	$30,000
Status	

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$30,000					$30,000

Project Description: Replace one defibrillator, this bring the total to twelve.

FY 2015/2016

Replace Old Fire Hose

Estimated Project Costs For FY 2016	$20,000
Status	

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$20,000					$20,000

Project Description: Replace old fire hose.

FY 2015/2016

GARAGE

Capital Projects – Garage

Fiscal Year 2016 Capital Items:	$110,000
Funding Source Available:	
Equipment Reserve Fund 220	
22000000.38575 Garage Reserve	$110,000
Total Fund Sources	$110,000
Summary of Garage Capital Projects:	
Replace Overhead Lube System	$ 10,000
Replace Service Truck	$100,000

Replace Overhead Lube System

Estimated Project Costs For FY 2016	$10,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$10,000					$10,000

Project Description: Replace overhead lube system at the garage due to its age and failing condition

FY 2015/2016

Replace Service Truck

Estimated Project Costs For FY 2016	$100,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220):		$100,000					$100,000

Project Description: Replace existing service truck due to its age and condition. New service truck will have a service body, crane, and portable welder.

FY 2015/2016

GOLF COURSE

Capital Projects- Golf Course

Fiscal Year 2016 Capital Items:	$155,000
Funding Sources Available:	
Tayman Park Golf Course	$155,000
Total Funding Sources	$155,000
Summary of Golf Course Capital Projects:	
Develop Water Source	$75,000
Tee Reconstruction	$10,000
Fairway & Collar Resurface	$13,000
Replace Turf Heads, Valves etc.	$18,000
Pro Shop & Todd Grove Room Improvements	$29,000
Cart Path Repairs	$10,000

All golf projects are funded and managed by Tayman Park Golf per their lease agreement of the Course.

Develop Water Source

Estimated Project Costs For FY 2016	$75,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		$75,000					$75,000

Project Description: Additional water for the course separate from the City's potable water supply is desired. Possible development of an onsite irrigation well if the City's water source investigation demonstrates a viability resource.
Funded & Managed by Tayman Park per lease agreement

FY 2015/2016

Tee Reconstruction

Estimated Project Costs For FY 2016	$10,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		$10,000	$10,000	$10,000	$10,000	$10,000	$50,000

Project Description: Most of the current tee's in use have flaws. There is an enough space to keep them fresh throughout the playing months, but not all of the area is useable space. Each year, some tees will be reconstructed including the removal of sod, flatten the entire teeing area and create more useable space. This creates less work for staff and the tees will look great throughout the season. Two tees are scheduled for reconstruction this year.
Funded & Managed by Tayman Park per lease agreement

FY 2015/2016

Fairway & Collar Resurface

Estimated Project Costs For FY 2016	$13,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		$13,000					$13,000

Project Description: Year 3 will continue fairway and collar resurface with sand and compost added to improve soil makeup. The fairways, green bank and collars continue to improve the appearance and playability of our course.
Funded & Managed by Tayman Park per lease agreement

FY 2015/2016

City of Ukiah

Replace Existing Turf Heads, Valves, Swing Joints, Nozzles & Controllers

Estimated Project Costs For FY 2016	$18,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		$18,000					$18,000

Project Description: A total of 280 old worn out turf irrigation heads, valves, swing joints and nozzle assembly units to date. Replacing worn out parts continues to improve the irrigation system. Conditions on the course continue to improve and additional investment in this area will only be positive. Improved revenue and water savings are now real.
Funded & Managed by Tayman Park per lease agreement

FY 2015/2016

City of Ukiah

Pro Shop & Todd Grove Room A/C Units. Patio & License Upgrade

Estimated Project Costs For FY 2016	$29,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		$29,000					$29,000

Project Description: The Pro Shop and Todd Grove Room improvement project will include HVAC and patio upgrades. Three existing Units in the Pro Shop are far past their useful life and will be replaced. New units will result in energy savings of up to 30%. Patio and ABC License upgrade will improve food and beverage service.
Funded & Managed by Tayman Park per lease agreement

FY 2015/2016

Cart Path Repair

Estimated Project Costs For FY 2016	$10,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Tayman Park		$10,000					$10,000

Project Description: The disrepair of the cart paths are causing damage to the rental fleet and private carts. Every year areas of the cart paths are scheduled for repair.
Funded & Managed by Tayman Park per lease agreement

FY 2015/2016

INFORMATION TECHNOLOGY

Capital Projects – Information Technology

Fiscal Year 2016 Capital Items:	$225,000
Funding Source Available:	
Special Projects Reserve (Fund 251)	
25100000.39046 I.T. Upgrades Reserve	$ 81,978
Equipment Reserve (Fund 220)	
22000000.38196 Computer Support Reserve	$ 143,022
Total Fund Sources	$225,000
Summary of Information Technology Capital Projects:	
Council Chambers Electronic Renovation	$ 75,000
Access Point Wi-Fi (Civic Center and Annex)	$ 20,000
Access Point Wi-Fi (for different sites after W-Wan is installed)	$ 30,000
Cardlock System	$ 15,000
Routers to Purchase for W-WAN Implementation	$ 25,000
Switch/Router (end of life replacement)	$ 40,000
Checkpoint Appliance for HA Cluster for Redundant Switch-Over to Additional Gateway	$ 20,000

Council Chambers Electronic Renovation

Estimated Project Costs For FY 2016	$75,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		$75,000					$75,000

Project Description: This will involve replacement of the current audio system, as well as the cameras that are currently in place. The new cameras will offer much better operability and resolution. A podium presenter will also be available for constituents and other parties to present their material to Council.

FY 2015/2016

Access Point Wi-Fi (Civic Center and Annex)

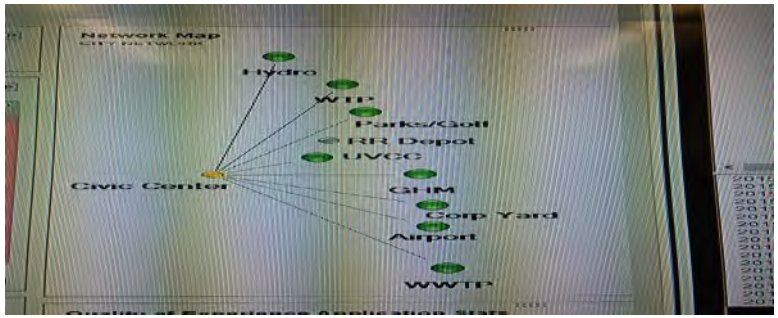
Estimated Project Costs For FY 2016	$20,000
Status	

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$20,000					$20,000

Project Description: Access points will be placed in the Civic Center and Annex, allowing access to the internet for employees and public. The current WiFi system is antiquated and at maximum allowance for additional access points.

FY 2015/2016

Access Point Wi-Fi (for different sites after W-Wan is installed)



Estimated Project Costs For FY 2016	$30,000
Status	

Funding Source

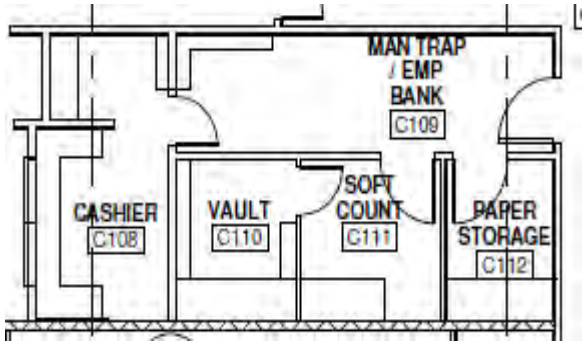
Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$30,000					$30,000

Project Description: Meraki Access points will be placed at our external sites, giving employees needed WiFi Access. This will provide WiFi traffic through our Internet Gateway, without affecting other user traffic.

FY 2015/2016

Cardlock System

Access Control



Estimated Project Costs For FY 2016	$15,000
Status	

- Employee presents their card.
- Software reviews cards ID.
- If approved for access
- Door unlocks

Funding Souce

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$15,000					$15,000

Project Description: A card lock system, will ensure secure access to City of facilities.

FY 2015/2016

Routers to Purchase for W-WAN Implementation

Estimated Project Costs For FY 2016	$25,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$25,000					$25,000

Project Description: As part of the implementation for our Wide Area Network sites, routers must be purchased for point to point communication.

FY 2015/2016

Switch/Router (end of life replacement)

Estimated Project Costs For FY 2016	$40,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Equipment Reserve (Fund 220)		$40,000					$40,000

Project Description: As part of our ongoing maintenance and support, switches and routers reach“end of life” and need to be replaced to insure warranty and support coverage. An average of 5-6 years is the approximate lifespan of network switches and routers.

FY 2015/2016

Checkpoint Appliance for HA Cluster Redundant Switch-Over

Estimated Project Costs For FY 2016	$20,000
Status	

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$13,022					$13,022
Special Project Reserve (Fund 251)		$ 6,978					$ 6,978
		$20,000					$20,000

Project Description: The Checkpoint appliance will allow for a fail-over scenario to a second gateway when outages occur. This a secondary path is important for Public Safety applications provided over the Internet.

FY 2015/2016

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MUSEUM

Capital Projects – Grace Hudson Museum

Fiscal Year 2016 Capital Items:	Unfunded
Funding Source Available:	
Unfunded	$ 0
Total Funding Sources	$ 0
Summary of Museum Capital Projects:	
Roof Repair	$25,000 Unfunded

Grace Hudson Museum Roof Repair

Estimated Project Costs For FY 2016	$25,000
Status	Unfunded

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		$25,000					$25,000

Project Description: The roof beams of the Grace Hudson Museum needs repair from years of water damage caused by their exposure to normal winter weather. While undergoing repair, they will also be modified so that this problem will not reoccur. In addition, there are currently two small leaks in the Museum's metal corten roof. Until the roof is opened up in the summer to expose the underlying paper and plywood, the extent of the needed repair is not known.

FY 2015/2016

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PARKS

Capital Projects - Parks

Fiscal Year 2016 Capital Items:	$2,954,463
Funding Source Available:	
Prop 84 NEF Grant (Fund 310)	$2,300,000
Housing Grant: Oak Manor Park Renovation	$ 142,800
Habitat Conservation Fund Grant	$140,000
Special Project Reserves (Fund 251)	
25100000.39031-Cleveland Lane Drainage	$160,000
Anton Reserve (Fund 301)	$ 18,000
Total Funding Sources	$2,760,800
Summary of Parks Capital Projects:	
Replace Toro Groundsmaster 4000D	$ 25,000 Unfunded
Replace Dodge D200 Utility Truck, ¾ Ton with Lift Gate	$ 40,000 Unfunded
Anton Stadium Irrigation System Renovation	$128,663 Unfunded
Oak Manor Park Renovation	$142,800
Grace Hudson Cultural Center: Nature Education Grant	$2,600,000
Anton Stadium Renovation	$18,000

Replace Toro Groundsmaster 4000D

Estimated Project Costs For FY 2016	$25,000
Status	Unfunded

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		$25,000					$25,000

Project Description: The existing 2001 Toro mower has exceeded its life expectancy as needed repairs exceed its value. The mower is in need of multiple repairs including: the mower decks need replacing or extensive fabrication work from over use; the electrical system is worn out causing multiple call outs from the city garage to repair in the field; hydraulic deck rams need replacing or rebuilding; the cooling system has problems causing extended mow times in order to allow for cooling of engine; and does not comply with current C.A.R.B regulations resulting in limited amount of hours allowed of use per year. This mower has had numerous repairs in its life, increasing over the last few years. Now this mower spends numerous hours out of service. Proposed replacement: 2015 commercial zero turning radius, rear discharge mower with a minimum 72 inch wide mower deck, and complies with current C.A.R.B. standards.

FY 2015/2016

Replace Dodge D200 Utility Truck, ¾ Ton With Lift Gate

Estimated Project Costs For FY 2016	$40,000
Status	Unfunded

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		$40,000					$40,000

Project Description: The current vehicle is a 1989 Dodge D200 that has out lasted its normal life expectancy; has 112,381 miles; current value estimated at $1500 or less. The existing vehicle spends various hours out of use, due to needed repairs. Furthermore, the passenger door needs replacing to open properly; the transmission slips; door and window seals leak letting rain water to enter the cabin; the utility bed doors do not latch properly causing tools and supplies to be exposed to elements, and contents spilling out in the roadway. The proposed replacement is a 2015 single rear wheeled 1 ton service truck.

FY 2015/2016

Anton Stadium Irrigation System Renovation

Estimated Project Costs For FY 2016	$128,663
Status	Unfunded

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Unfunded		$128,663					$128,663

Project Description: The aged irrigation system has failed and must be replaced. The replaced system will increase water efficiency at the facility in addition to cutting out significant repairs and maintenance costs .

FY 2015/2016

Anton Stadium Renovation

Estimated Project Costs For FY 2016	$18,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Anton Stadium (Fund 301)		$18,000					$18,000

Project Description: Continued renovation of Anton Stadium including donor wall, press box and field improvements.

FY 2015/2016

Oak Manor Park Renovation

Estimated Project Costs For FY 2016	$142,800
Status	

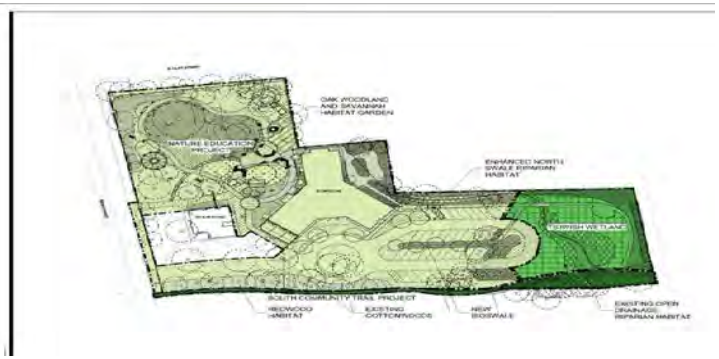
Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Housing Grant (Fund 300)		$142,800					$142,800

Project Description: This grant funded through the Housing Related Parks Program will renovate Oak Manor Park, including the walkways and picnic areas.

FY 2015/2016

Grace Hudson Cultural Center: Nature Education Grant



Estimated Project Costs For FY 2016	$2,600,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Prop 84 (Fund 310)		2,300,000	240,000				$2,540,000
HCF* Grant (Fund 300)		140,000					140,000
Special Project Reserve (Fund 251)		160,000					$160,000
		$2,600,000					$2,840,000

*HCF- Habitat Conservation Fund; 300 fund Series TBD

Project Description: The project has two separate components :

- NEF Prop 84 grant which is approximately 3 acres for the nature education gardens and parking.
- HCF grant is approximately 1 acre of construction for storm water treatment wetlands & drainage.

This project will construct a fully integrated campus that is an extension of the museum facility. Develop four acres of grounds; expand parking lot, install fencing, landscaping, and outdoor exhibits focusing on native plants and animals. Teach about Pomo Indian cultural landscape practices and demonstrate modern day sustainable landscape practices with the use of rain water cisterns, bio-swales, storm water treatment systems, and green building techniques. This is a joint project with Public Works to construct storm water treatment facilities.

FY 2015/2016

POLICE

Capital Projects – Police

Fiscal Year 2016 Capital Items:	$120,000
Funding Source Available:	
Equipment Reserve (Fund 220)	
22000000.38201 Police Reserve	$ 41,030
22000000.30007 Equipment Reserve – Undesignated	$ 78,970
Total Funding sources	$120,000
Summary of Police Capital Projects:	
2 Patrol Vehicles $60,000 each	$120,000

2 Patrol Vehicles $60,000 Each

Estimated Project Costs For FY 2016	$120,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$41,030					$41,030
Equipment Reserve (Fund 220 interest)		$78,970					$78,970
Unfunded			$120,000	$120,000	$120,000	$120,000	$480,000
		$120,000	$120,000	$120,000	$120,000	$120,000	$600,000

Project Description: Replace two fully equipped police vehicles annually which currently cost $60,000 each. This cost includes light bars and Fiberglass back seats.

FY 2015/2016

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STORM DRAIN

Capital Projects – Storm Drain

Fiscal Year 2016 Capital Items:	**Unfunded**	**$ 50,617** **$124,383** **$175,000**
Funding Source Available: Special Project Reserve (Fund 251) 25100000.39027 Total Funding Sources		 $ 50,617 $ 50,617
Summary of Storm Capital Projects:		
Storm Drain		$175,000 Partially Funded

Fairgrounds Storm Drain

Estimated Project Costs For FY 2016	$175,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		$50,617					$50,617
Unfunded		$124,383					$124,383
Total		$175,000					$175,000

Project Description: Replace failing storm drain line at the 12th District Fairgrounds.

FY 2015/2016

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STREETS

Capital Projects – Streets

Fiscal Year 2016 Capital Items:	$6,508,470*
Funding Sources Available:	
Traffic Congestion Relief (Fund 510)	$400,000
Special Revenue (Fund 250)	$1,951,500
STP d(1) (Fund 509)	$108,000
1998 STIP (Fund 507) (MCOG reimbursable)	$227,000
Special Projects Reserves (Fund 251)	
25100000.30007 Undesignated Reserve	$33,049
25100000.39021 Smith St Repairs Reserve	$21,951
25100000.39049 Un-Federalized Reserve	$313,249
25100000.39050 Un-Federalized Reserve	$347,770
Total Funding Sources	$3,402,519

*Total Capital Street project Requests are $6,508,470
With only $3,402,519 available for these projects. The funding source for Talmage Road project build out of the Business Park. Estimated at $2.9 million has to be determined and is critical for the Costco Project. Staff will need council direction to consider either an internal loan or funding through I-bank if redevelopment funds are not available.

(Continued)

Capital – Streets

Fiscal Year 2016 Capital Items: (continued)	$6,508,470
Gobbi/Waugh Traffic Signal	$112,000
Low Gap/Bush Roundabout	$115,000
Overlay Streets	$200,000
Downtown Streetscape Construction – HSIP & TE	$2,302,000
Slurry Seal Various Streets	$200,000
Talmage Rd. & US 101 Interchange Improvements	$1,700,000 Unfunded
Redwood Business Park Transportation Improvements	$1,200,000 Unfunded
Smith Street sidewalk/curb/gutter	$21,951
Street Reconstruction	$661,019
Replace Street Sweeper	$240,000 Partially funded

Gobbi/Waugh Traffic Signal

Estimated Project Costs For FY 2016	$112,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
STIP (Fund 507) MCOG		112,000	532,000				$644,000
STP d(1) (Fund 509)			72,000				$72,000
			$604,000				$716,000

Project Description: Design and Construct traffic signal on East Gobbi Street at Waugh Lane
FY 2016; Environmental & Permits ($2,000); Plans & Specifications ($90,000) Right of Way ($20,000)
FY 2017: Construction ($532,000); City construction match ($72,000)

FY 2015/2016

Low Gap/Bush Roundabout

Estimated Project Costs For FY 2016	$115,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
STIP (Fund 507) - MCOG		115,000	703,000				$818,000
STP d (1) (Fund 509)			78,000				$78,000
		$115,000	$781,000				$896,000

Project Description: Design and construct a roundabout at the intersection of North Bush Street and Low Gap Road
FY 2016: Environmental and Permits ($5,000); Plans & Specifications ($85,000); Right of Way ($25,000)
FY 2017: Construction ($703,000); City Construction Match ($78,000)

FY 2015/2016

Overlay Streets

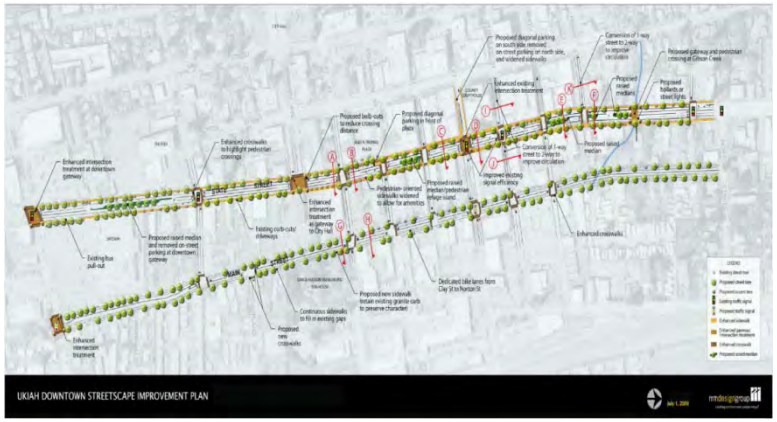
Estimated Project Costs For FY 2016	$200,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Traffic Congestion Relief (Fund 510)		$200,000					$200,000

Project Description: Overlay various streets as determined by the Pavement Management Program

FY 2015/2016

Downtown Streetscape Construction – Highway Safety Improvement Program (HSIP), Transportation Enhancement (TE)



Estimated Project Costs For FY 2016	$2,302,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
State Revenue HSIP (Fund 250)		796,500					796,500
State Revenue TE (Fund 250)		1,155,000					1,155,000
STP d(1) (Fund 509)		350,500					350,500
Total		$2,302,000					$2,302,000

Project Description: Construction of the Downtown Streetscape Improvement Project, Phase 1. Phase 1 is State St (Henry to Mill) Standley (School to Main), Henry (School to State) and Perkins (School to Main). Project included roadway, traffic signal, on-street parking and sidewalk related improvements. Design for the project is funded in the Public Works Engineering CIP.

FY 2015/2016

Slurry Seal Various Streets

Estimated Project Costs For FY 2016	$200,000
Status	

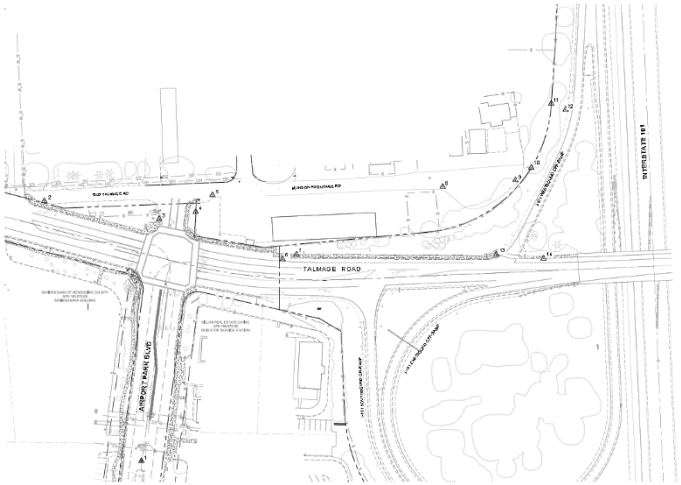
Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Traffic Congestion Relief (Fund 510)		$200,000					$200,000

Project Description: Slurry Seal various streets as determined by the Pavement Management Program

FY 2015/2016

Talmage Rd & US 101 Interchange



Estimated Project Costs For FY 2016	$1,700,000
Status	To Be Determined

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
I-Bank (Unfunded)		$1,700,000					$1,700,000

Project Description: Construct interchange improvements at the intersection of Talmage Road and US HWY 101.
(The City will need to seek funding for this project from I-Bank if the state will not allow use of redevelopment bonds.)

FY 2015/2016

Redwood Business Park Transportation Improvements

Estimated Project Costs For FY 2016	$1,200,000
Status	To be Determined

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
I-Bank (Unfunded)		$1,200,000					$1,200,000

Project Description: Construct improvements at the intersection of Talmage Road and Airport Blvd.; construct traffic signal at Airport Park Blvd & Commerce Dr.; construct minor widening near the south end of Airport Park Blvd.; and construct minor widening on Hastings Ave at S. State St.
(The City will need to seek funding for this project from I-Bank if the state will not allow use of redevelopment bonds.)

FY 2015/2016

Street Reconstruction (Luce Ave., Observatory Ave. & Washington Ave.)

Estimated Project Costs For FY 2016	$661,019
Status	

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Projects Reserve (Fund 251)		$661,019					$661,019

Project Description: Reconstruct Washington Ave. from South State St. to S. Dora St., Luce Ave. from Helen St. to S. State St., Observatory Ave. from Helen St. to S. State St.

FY 2015/2016

Smith Street Sidewalk/Curb/Gutter

Estimated Project Costs For FY 2016	$21,951
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		$21,951					$21,951

Project Description: Replace Smith Street sidewalk, curb and gutter

FY 2015/2016

Replace street sweeper

Estimated Project Costs For FY 2016	$240,000
Status	Partially Funded

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Special Project Reserve (Fund 251)		$33,049					$33,049
Unfunded		$206,951					$206,951
Total		$240,000					$240,000

Project Description: Replace one existing street sweeper due to its age, condition and fueling issues.

FY 2015/2016

City of Ukiah

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WASTEWATER

Capital Projects- Wastewater

Fiscal Year 2016 Capital Items:	$3,624,961
Funding Sources Available:	
Sewer Operating (Fund 840)	$ 250,000
Equipment Reserve (Fund 220)	
22000000.38612- Sewer	$ 200,000
Prop 84 Funding Round 2 (Fund 607)	$ 400,000
Prop 84 Drought Funding (Fund 607)	$1,690,191
Sewer Capital (Fund 844)	$1,084,770
Total Funding Sources	$3,624,961
Summary of Wastewater Capital Projects:	
Replacement of AWWT Feed Pump Motors	$ 90,000
Chlorine Mixer	$ 40,000
Manhole Replacement	$ 15,000
Air Compressor	$ 15,000
Vactor Replacement	$200,000
Replace Truck at WWTP	$ 30,000
Portion of Service Truck W/S Operations (50% Water)	$ 30,000
Replace Hoses on 2 Vactors (50% Water)	$ 10,000

(Continued)

Capital Projects - Wastewater

Fiscal Year 2016 Capital Items (continued):	$3,624,961
Sewer Nozzles for 2 Vactors	$ 20,000
Recycled Water System Phases 1 & 2	$2,090,191
Main Replacements – Luce and Observatory	$ 400,000
Inflow/Infiltration	$ 150,000
System Maintenance	$ 64,770
Emergency/Contingency	$ 45,000
UVSD Litigation	$ 300,000
UVSD Detachment EIR	$ 125,000

Replacement of AWWT Feed Pump Motors

Estimated Project Costs For FY 2016	$90,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Sewer Capital (Fund 844)		$90,000					$90,000

Project Description: Replace feed pump motors at the Advanced Waste Water Treatment System.

FY 2015/2016

Chlorine Mixer

Estimated Project Costs For FY 2016	$40,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Sewer Capital (Fund 844)		$40,000					$40,000

Project Description: Purchase a chlorine mixer for installation prior to the injection point before the chlorine contact basin.

FY 2015/2016

Manhole Replacement

Estimated Project Costs For FY 2016	$15,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		$15,000					$15,000

Project Description: Replace various manholes throughout the sewer collection system due to age and condition.

FY 2015/2016

Air Compressor

Estimated Project Costs For FY 2016	$15,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		$15,000					$15,000

Project Description: Purchase a new portable air compressor for the Water/Sewer Operations Division (50% Water) ;Total Project $30,000.

FY 2015/2016

Vactor Replacement

Estimated Project Costs For FY 2016	$200,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$200,000					$200,000

Project Description: Replace an existing Vactor truck with a new one due to CARB emission requirements and age (50% Water) ;Total $400,000.

FY 2015/2016

Replace Truck at WWTP

Estimated Project Costs For FY 2016	$30,000
Status	

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		$30,000					$30,000

Project Description: Replace Dodge Truck at the Wastewater Treatment Plant due to age, mileage and condition.

FY 2015/2016

Portion of Service Truck W/S Operations (50% Water)

Estimated Project Costs For FY 2016	$30,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		$30,000					$30,000

Project Description: Purchase new service truck for the Water/Sewer Operations Division (50% Water); Total $60,000.

FY 2015/2016

Replace Hose on 2 Vactors (50% Water)

Estimated Project Costs For FY 2016	$10,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Sewer Capital (Fund 844)		$10,000					$10,000

Project Description: Replace jetter hose on 2 vactors due to normal wear. Total $10,000.

FY 2015/2016

Sewer Nozzles for 2 Vactors

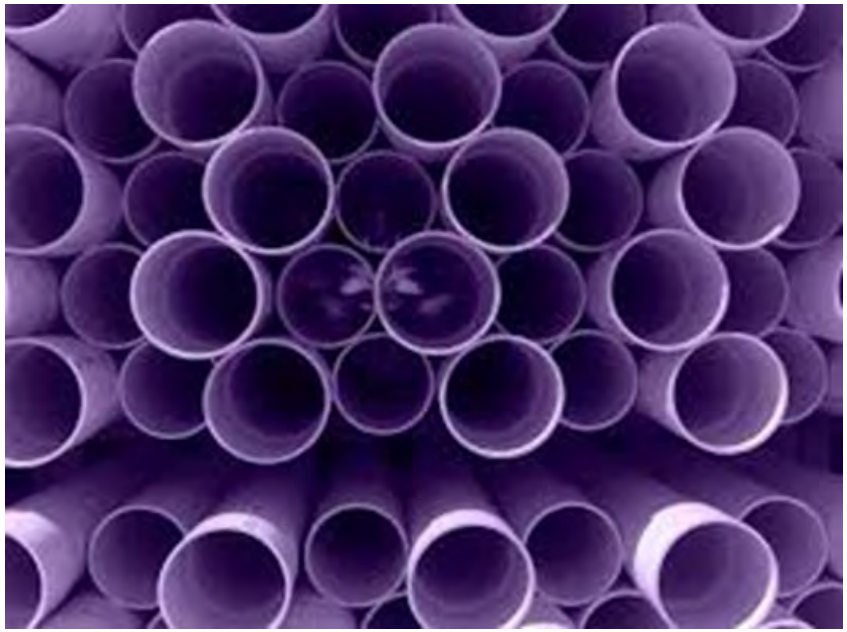
Estimated Project Costs For FY 2016	$20,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Sewer Capital (Fund 844)		$20,000					$20,000

Project Description: Purchase 3 new nozzles for the jetter hoses on 2 Vactors.

FY 2015/2016

Recycled Water System Phases 1 & 2



Estimated Project Costs For FY 2016	$2,090,191
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Prop 84 Funding(Fund 607)		$2,090,191					$2,090,191
Unfunded			$17,152,000				$17,152,000
Total		$2,090,191	$17,152,000				$19,242,191

Project Description: Phases 1 and 2 of the Recycled Water System.

FY 2015/2016

Main replacements – Luce and Observatory

Estimated Project Costs For FY 2016	$400,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		$400,000					$400,000

Project Description: Replace sewer mains on Luce and Observatory Avenues due to age and condition.

FY 2015/2016

City of Ukiah

Inflow/infiltration

Estimated Project Costs For FY 2016	$150,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		$150,000					$150,000

Project Description: Sewer Lining project to reduce inflow and infiltration into the Sewer Collection System.

FY 2015/2016

System maintenance

Estimated Project Costs For FY 2016	$64,770
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer capital (Fund 844)		$64,770					$64,770

Project Description: Various sewer main repair projects that are needed on an annual basis.

FY 2015/2016

Emergency/Contingency

Estimated Project Costs For FY 2016	$45,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		$45,000					$45,000

Project Description: Various emergency repairs that require immediate repair by contractors.

FY 2015/2016

UVSD Litigation

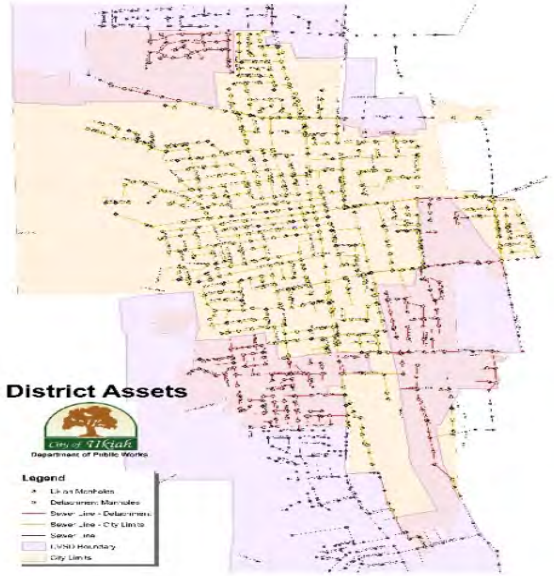
Estimated Project Costs For FY 2016	$300,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Sewer Capital (Fund 844)		$300,000					$300,000

Project Description: Continued litigation with the Ukiah Valley Sanitation District in regards to the pending lawsuit filed against the City.

FY 2015/2016

UVSD Detachment EIR



Estimated Project Costs For FY 2016	$125,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Sewer Capital (Fund 844)		$125,000					$125,000

Project Description: Costs related to detaching the Ukiah Valley Sanitation District from within the City Limits.

FY 2015/2016

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WATER

Capital Projects – Water

Capital Items:	$4,430,000
Funding Sources Available:	
Water Capital Improvement Project (Fund 822)	$4,167,500
Prop 84 Grant (Fund 607)	$ 125,000
Millview County Water District (Fund 607)	$ 31,250
Willow Water District (Fund 607)	$ 31,250
Equipment Reserve (Fund 220) 22000000.38820-Water	$ 75,000
Total Funding Sources	$4,430,000

(Continued)

Capital Projects – Water

Capital Items: (continued)	$4,430,000
Summary of Water Capital Projects:	
Additional Pipeline Improvements	$450,000
Develop New Well #4	$1,400,000
Replace 100,000 Gallon PZ2s Reservoir	$300,000
Millview/Ukiah Intertie	$125,000
Willow/Ukiah Intertie	$125,000
Well #9	$1,500,000
Connect Chlorine at WTP	$200,000
Air compressor	$15,000
Service Truck – WTP	$45,000
Water Meter Replacement	$40,000
Portion of Service Truck (50% Wastewater Fund) Total $60,000	$30,000
Vactor replacement (50% Wastewater Fund) Total $400,000	$200,000

Additional Pipeline Improvements

Estimated Project Costs For FY 2016	$450,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Water Capital (Fund 822)		$450,000	$700,000				$700,000

Project Description: Replace water mains due to repeated breaks, age or type of material on Luce, Observatory, and Washington Reconstruction.

FY 2015/2016

Develop New Well #4

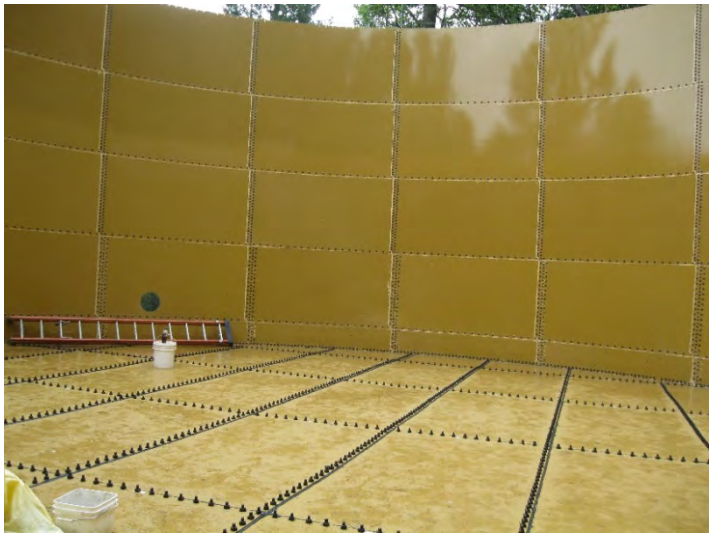
Estimated Project Costs For FY 2016	$1,400,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Water Capital (Fund 822)		$1,400,000					$1,400,000

Project Description: Abandon existing Water Well #4 and drill a new water well and install a monitoring well on the existing site; Total $1,900,000 (<u>$500,000 scheduled for FY 2015</u>).

FY 2015/2016

Replace 100,000 Gallon PZ2s Reservoir



Estimated Project Costs For FY 2016	$300,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		$300,000	$700,000				$1,000,000

Project Description: Replace the existing 100,000 gallon reservoir at Pressure Zone 2 with a new reservoir.

FY 2015/2016

Millview/Ukiah Intertie

Estimated Project Costs For FY 2016	$125,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital(Fund 822)		$31,250					$31,250
Prop 84 Grant(Fund 607)		$62,500					$62,500
Millview (Fund 607)		$31,250					$31,250
Total		$125,000					$125,000

Project Description: Construct and upgrade existing intertie. This project will be partially funded with grant funds awarded through Prop 84.

FY 2015/2016

Well #9

Estimated Project Costs For FY 2016	$1,500,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		$1,500,000					$1,500,000

Project Description: Drill new Water Well #9. A portion of this project will be funded through grant funds received through Prop 84.

FY 2015/2016

Connect Chlorine at WTP

Estimated Project Costs For FY 2016	$200,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital(Fund 822)		$200,000					$200,000

Project Description: Design and construct sodium hypochlorite facilities to replace the chlorine gas system at the Water Treatment Plant.

FY 2015/2016

Air Compressor

Estimated Project Costs For FY 2016	$15,000
Status	

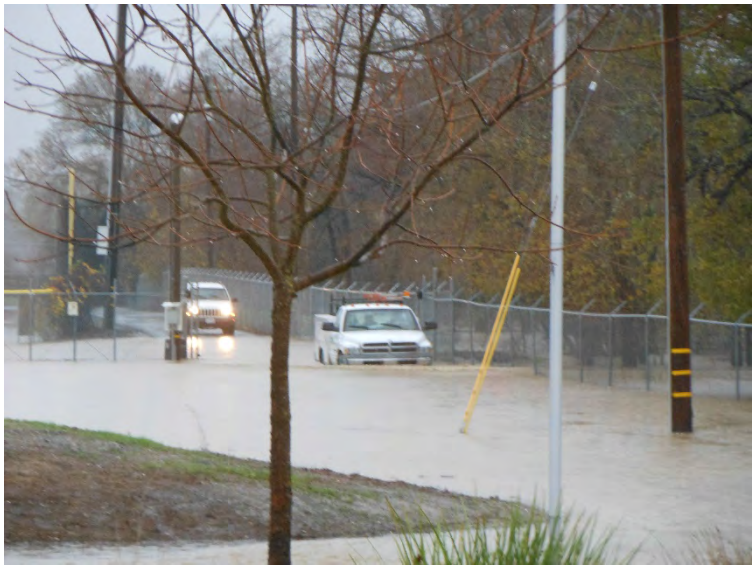
Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		$15,000					$15,000

Project Description: Purchase a new portable air compressor for the Water/Sewer Operations Division (50% Wastewater); Total $30,000.

FY 2015/2016

Service Truck - WTP



Estimated Project Costs For FY 2016	$45,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve (Fund 220)		$45,000					$45,000

Project Description: Replace Service truck at the Water Treatment Plant.

FY 2015/2016

Water Meter Replacement

Estimated Project Costs For FY 2016	$40,000
Status	

Funding Source							
Funding Source	**Actuals FY 2016**	**Funding Request FY 2016**	**Anticipated Request FY 2017**	**Anticipated Request FY 2018**	**Anticipated Request FY 2019**	**Anticipated Request FY 2020**	**TOTAL**
Water Capital (Fund 822)		$40,000	$1,000,000	$1,250,000	$2,210,000		$4,500,000

Project Description: Replace and upgrade various water meters that have failed or are past their useful life.

FY 2015/2016

Portion of Service Truck (50% Wastewater Fund)

Estimated Project Costs For FY 2016	$30,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Equipment Reserve(Fund 220)		$30,000					$30,000

Project Description: Purchase new service truck for the Water/Sewer Operations Division (50% Wastewater) ;Total $60,000.

FY 2015/2016

Vactor Replacement (50% Wastewater Fund)

Estimated Project Costs For FY 2016	$200,000
Status	

Funding Source

Funding Source	Actuals FY 2016	Funding Request FY 2016	Anticipated Request FY 2017	Anticipated Request FY 2018	Anticipated Request FY 2019	Anticipated Request FY 2020	TOTAL
Water Capital (Fund 822)		$200,000					$200,000

Project Description: Replace an existing Vactor truck with a new one due to CARB emission requirements and age (50% Wastewater); Total $400,000.

FY 2015/2016