



Special Meeting **AGENDA**

Registration for Ukiah City Council Virtual Regular Meeting at:

<https://attendee.gotowebinar.com/rt/3862698010362077965>

After registering, you will receive a confirmation email containing information about joining the webinar. Alternatively, you may view the meeting (without participating) by clicking on the name of the meeting at www.cityofukiah.com/meetings.

February 17, 2021 - 4:00 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The City Council welcomes input from the audience. If there is a matter of business on the agenda that you are interested in, you may address the Council when this matter is considered. If you wish to speak on a matter that is not on this agenda, you may do so at this time. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments in which the subject is not listed on the agenda.

3. UNFINISHED BUSINESS

4. NEW BUSINESS

- 4.a. Mid-year Budget Report and Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 2020-21 and Review of Draft Objectives for Fiscal Year 2021-22.

Recommended Action: Council to receive the mid-year budget report for fiscal year 2020-21 and review, consider, and discuss updates on current stated objectives. In addition, the Council will review preliminary draft departmental objectives for the fiscal year 2021-22 and receive a preliminary update of the City's five-year capital improvement plan.

Attachments:

1. CIP -5 year - In Progress - ASR Attachment 021721

- 4.b. Review and Update, if Warranted, the Ukiah City Council Strategic Plan.

Recommended Action: Review the Ukiah City Council Strategic Plan and provide direction as may be warranted to update the document.

Attachments:

1. City Council Strategic Plan 2021-22 Draft 02-12-21

5. 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 72 hours prior to the meeting set forth on this agenda.

Kristine Lawler, City Clerk
Dated: 2/12/21



AGENDA SUMMARY REPORT

SUBJECT: Mid-year Budget Report and Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 2020-21 and Review of Draft Objectives for Fiscal Year 2021-22.

DEPARTMENT: Finance **PREPARED BY:** Dan Buffalo, Finance Director, Olga Keough, Controller, Brenda Stacy, Associate Accountant, Mary Horger, Financial Services Manager
PRESENTER: Dan Buffalo, Finance Director and Daphine Harris, Finance Management Analyst.

ATTACHMENTS:

1. CIP -5 year - In Progress - ASR Attachment 021721

Summary: Council will receive and consider a mid-year budget review and planning agenda. There are three components to this agenda:

1. City-wide mid-year budget and financial review presented by the Finance Department
2. Select departmental mid-year presentation
3. Preliminary review of draft five-year capital improvement plan (CIP).

Note: Review of the Council's Strategic Plan will be presented as separate, but corresponding item at this meeting.

Background: Regular reporting on the financial results of the City is a standing objective for the Finance Department. This presentation is designed to be brief but informative, reporting on the financial activities - including budget-to-actual results - and ending positions of all City governmental and proprietary funds as of December 31, 2020.

As part of the mid-year review of the current budget year and development of the budget for next year, each City department scheduled for presentation will present their individual budget information through December 31, 2020, progress on stated budget objectives for the current year, and plans for the next fiscal year and beyond. Every department has been scheduled and will present over the course of February, March and April.

Discussion: Departments presenting at this meeting are the City Manager's Office, Community Development and Electric Utility Department. The mid-year summary can be found on the OpenGov platform link:

2020-21 Second Quarter Report:

https://stories.opengov.com/ukiahca/published/4KlzLK4RI*

**Note: Chrome is the required browser to view the Mid-Year Review 2020-21 stories in Open.Gov, as Explorer is not compatible.*

Midyear Review of 2020-21 Department Objectives and Accomplishments and Review of Draft 2020-21

Department Objectives (Note- This is an active draft document and departments will continue to make minor revisions through 2/17):

<https://stories.opengov.com/ukiahca/published/0SMJZpxWT>

A copy of the preliminary draft five-year CIP for 2022 is attached here as Attachment 1. Council will review the draft of the updated five-year Capital Improvement Plan (CIP) as part of the development of the 2021-22 fiscal year budget. This is the initial review of the plan, and continued direction and changes will be incorporated as the City Manager and Finance Department continue budget development for the next fiscal year. The final review and approval of the 2021-22 fiscal year budget is scheduled for June 2021.

The City Council adopts a Five-year Capital Improvement Plan during the budget approval process and adoption for the following fiscal year. The plan is a fluid, living document, which is subject to further revisions by Council during the course of the budget year and each subsequent fiscal year. Projects are approved by Council on a case-by-case basis. Even though the plan is adopted each year, it is not an automatic authorization for staff to proceed with a purchase or project, unless it is part of the formal budget adoption of that budget year or brought to Council for approval during the course of the year. Further formal procurement protocols still apply to all capital acquisitions and projects.

The initial presentation by staff will include a basic tutorial of how to read the revised draft CIP document and will not include a line by line item review. Council should review the report, and staff will be available to address/discuss any specific questions. The CIP will be brought back to Council for further review and consideration later in the budget process after the Finance Department and City Manager have vetted the projects further and discussed them in more details with the lead departments.

Recommended Action: Council to receive the mid-year budget report for fiscal year 2020-21 and review, consider, and discuss updates on current stated objectives. In addition, the Council will review preliminary draft departmental objectives for the fiscal year 2021-22 and receive a preliminary update of the City's five-year capital improvement plan.

BUDGET AMENDMENT REQUIRED: N/A

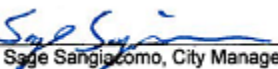
CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: City Manager's Office

Approved: 
Sage Sangiacomo, City Manager

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2020

FACILITIES/BUILDINGS/LAND																												
COMMUNITY SERVICES DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name	Project Contact Email	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26				
Todd Grove Park Pathways	Pathways deteriorating beyond repair, need to be replaced.	Community Services	Parks	10022100.80220	18102	N/A	Jarrold Meyer	jmeyer@cityofukiah.com	511 Park Boulevard	Facilities/Buildings/Land	Deferred	2021	2022	General	No	New Revenues	Low probability of grant funding.			\$ 150,000					\$ 150,000	Moved from FYE 21 due to COVID-19.	Reviewed	✓
McGarvey Park Pathways	Pathways deteriorating beyond repair, need to be replaced.	Community Services	Parks	10022100.80220	18116	N/A	Jarrold Meyer	jmeyer@cityofukiah.com	310 Dora Street	Facilities/Buildings/Land	New	2024	2025	General	No	New Revenues	Low probability of grant funding.					\$ 75,000		\$ 75,000	Moved from FYE 22. Moved from FYE 24.	Reviewed	✓	
McGarvey Park Irrigation	Replace Irrigation System	Community Services	Parks	10022100.80220	18103	N/A	Jarrold Meyer	jmeyer@cityofukiah.com	310 Dora Street	Facilities/Buildings/Land	New	2022	2024	General	No	New Revenues	Low probability of grant funding.			\$ 10,000	\$ 100,000				\$ 110,000	Moved from FYE 24. Moved from FYE 22. Suggest \$10k for new landscape plan before moving irrigation and repaving paths.	Reviewed	
Pool Pump House	The pool pump house pool is in need of replacement due to age and general deterioration of the building.	Community Services	Parks	10022100.80220	18012	N/A	Jarrold Meyer	jmeyer@cityofukiah.com	511 Park Boulevard	Facilities/Buildings/Land	Deferred	2021	2023	General	No	New Revenues	Low probability of grant funding.			\$ 50,000	\$ 200,000				\$ 250,000	Project was formerly called "Pool Block House". Looking for funding. Moved from starting FYE 21.	Reviewed	
Riverside Park	State grant to provide some grading, flood surveying, debris removal and planting.	Community Services	Parks	30522250.80220	18014	N/A	Jarrold Meyer	jmeyer@cityofukiah.com	1281 East Gobbi Street	Facilities/Buildings/Land	In Progress	2018	2021	Grant	Yes	New Revenues	Grant funded.	\$ 281,695	\$ 832,005						\$ 832,005	RFP for design process is complete 12/2018; Hydrology studies and CEQA complete. Work expected to start in late spring or early summer, with expectation of project completion in FYE 22.	Budget Adopted	
Wagenseller Park Plan	Park master plan needed once a site is identified.	Community Services	Parks	10022100.80220	18063	N/A	Neil Davis	ndavis@cityofukiah.com	Orchard and Brush Street	Facilities/Buildings/Land	New	2022	2023	Capital Projects	No	New Revenues	Potential for Prop 68 funding.				\$ 75,000				\$ 75,000		Not Reviewed	
Wagenseller Park Development	In 2017 the Community Development Department began work on a Wagenseller Park Feasibility Analysis. It has been determined through the analysis and other surveys a park is needed in the Wagenseller area. Extensive landscaping, equipment purchase and installation needed.	Community Services	Parks	10022100.80220	18063	N/A	Neil Davis	ndavis@cityofukiah.com	Orchard and Brush Street	Facilities/Buildings/Land	New	2023	2024	Capital Projects	No	New Revenues	Staff will continue to seek grant funding for development. Potential for Prop 68 fundine					\$ 875,000		\$ 875,000	Working with RCHDC to determine location along with seeking grant funding. Reduced the amount from \$950k, to break out the Master Plan into a separate line item. Moved from FYE 23.	Reviewed		
Todd Grove Park Wall and Parking Safety Issues	Improve the Develop a conceptual design and maintenance plan ef for the wall, as well as addressing parking safety issues around the park. The design would likely including low impact development features to provide a buffer between vehicles and the wall. The goal is to get a project ready for potential grant funding.	Community Services	Parks	10022100.80220	18071	N/A	Jarrold Meyer	jmeyer@cityofukiah.com	1281 East Gobbi Street	Facilities/Buildings/Land	New	2021	2022	General	Yes	New Revenues	Potential Water Recharge Grant			\$ 12,000					\$ 12,000	Council refers to Park & Recreation Commission for review and consideration for concept and funding for parking & safety issues. Parks, Recreation and Golf Committee provided staff with some suggested action. Staff continues to research the project. Moved from FYE 21.	Budget Adopted	
Todd Grove Park and Pool Recreation Facility	Addition of Recreation Building to the Pool Facility where the unusable kiddie pool is. This will eliminate the Splash Pad and Day Camp Office projects from this CIP list. Facility will serve Day Camp, Recreation Classes, Facility Rentals, Trainings, Meetings, Youth Sports Practices and Green Room for Concerts.	Community Services	Parks/Aquatics/ Recreation	10022100.80220	TBD	N/A	Jake Burgess	lburgess@cityofukiah.com	511 Park Boulevard	Facilities/Buildings/Land	New	2021	2022	Grant Funded	No	New Revenues	Fundraising to Supplement Costs			\$ 350,000					\$ 350,000	New project which will eliminate duplication and serve multiple divisions and functions.	Reviewed	
Civic Center front of building replacement of tile, clean and paint.	Tile missing and/or broken, front of building needs cleaning and painting.	Community Services	Building & Grounds Maintenance	20822500.80220	18106	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/Buildings/Land	In Progress	2021	2022	General	Yes	New Revenues	Utilizing Building Fund Reserves.			\$ 80,000					\$ 80,000	The Civic Center Buildings have been power washed/cleaned. Project deferred. Moved \$45k from FYE 20, and moved \$35k from FYE 21 due to COVID-19. Combined budget for FYE 22 and FYE 23 into one budget for FYE 22.	Reviewed	
Civic Center Bathroom Tile	The tiles in the bathrooms at the Civic Center have come loose and are creating a tripping hazard. Tile needs to be removed and replaced. Cement floor needs to be treated to exclude calcium intrusion.	Community Services	Building & Grounds Maintenance	20822500.80220	18107	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/Buildings/Land	Deferred	2021	2022	General	Yes	Current Revenues	Utilizing Building Fund Reserves.			\$ 35,000					\$ 35,000	Moved to FYE 22 due to COVID-19.	Reviewed	
Bank of America Building Acquisition, Renovation, and Services Relocation	Procurement of BofA building on S. State, rehabilitation, service relocation, and reconfiguration of Civic Center.	Community Services	Building & Grounds Maintenance	20822500.80220	18176	N/A	Shannon Riley	sriley@cityofukiah.com	501 South State Street	Facilities/Buildings/Land	In Progress	2020	2022	External Financing	Yes	New Revenues	Purchase Completed FY 2021; Rehabilitation Costs and FY Allocation TBD	\$ 762,562							\$ -	Council has approved acquisition of building and is aware of estimated rehab costs. Council still needs to review master plan, including transfer of services and reconfiguration of Civic Center admin.	Reviewed and Supported	
Security Fencing at Ukiah Police Department Parking/Entrance/Exit Areas	Currently the Ukiah Police Department parks their vehicles, enters and exits the station on the south side of the Civic Center. This area is unsecured and a high security risk to those entering and exiting the building & vehicles. Securing the area with fencing and gates that only UPD and Staff have access to will provide the necessary safety needed for the UPD. Fencing and a gate would be installed near the entrance at Oak Street, follow the driveway to the Civic Center building. An additional gate would be installed near the Fire bay doors closer to Dora Street and run down the driveway back toward Oak Street.	Community Services	Building & Grounds Maintenance	20822500.80220	18187	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/Buildings/Land	New	2025	2026	New Revenues	No	New Revenues	UPD to seek possible grant funds and/or to identify new funding to cover the cost.								\$ -	Pending review by City Manager's Office; Department estimate/request is \$189,000; Project is contingent on the identification of a non General Fund source. Moved from FYE 21 due to COVID-19. Moved from FYE 22 and increased from \$150k.	Reviewed	✓
Carpet Replacement - Police Department Offices	The carpet in the Police Department offices is extremely worn with spots that can no longer be removed, along with some areas that are torn.	Community Services	Building & Grounds Maintenance	20822500.80220	18188	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/Buildings/Land	New	2021	2022	Internal Service	No	New Revenues				\$ 51,000					\$ 51,000	Moved from FYE 21 due to COVID-19.	Reviewed	
Train Depot HVAC	Replace failing HVAC at the Train Depot.	Community Services	Building & Grounds Maintenance	20822500.80220	TBD	N/A	Kerry Randall	krandall@cityofukiah.com	247 East Perkins	Facilities/Buildings/Land	New	2021	2022	General	No	New Revenues				\$ 8,000					\$ 8,000	Unit failed. Heating and air are not working. Tenants are complaining. Evaluation from contractor confirms replacement necessary.	Not Reviewed	
Picnic Area at Todd Grove Park	The Todd Grove picnic area is in need of replacing the asphalt surface area, barbeque and tables. There is currently \$50,000 in Park Development Funds 25100000.39044 to begin planning and design of the area.	Community Services	Parks	25122100.80220	18013	N/A	Jarrold Meyer	jmeyer@cityofukiah.com	600 Live Oak Avenue	Facilities/Buildings/Land	New	2021	2022	Capital Projects	No	New Revenues	Utilizing Park Development funds. Will also be seeking grant funding.			\$ 50,000					\$ 50,000	Moved to FYE 22 due to COVID-19.	Budget Adopted	
Todd Grove Park Play Equipment Replacement	The State of California Health and Safety Code calls for all public agencies operating playgrounds, shall upgrade their playgrounds by replacement or improvements as necessary. Replacement is necessary due to the age of the equipment, the rising cost of replacement pieces, and safety concerns.	Community Services	Parks	10022100.80220	18009	N/A	Jarrold Meyer	jmeyer@cityofukiah.com	600 Live Oak Avenue	Facilities/Buildings/Land	Ongoing	2020	2021	Grant	No	New Revenues			\$ 230,000						\$ 230,000	Prop 68 Per Capita Funding. Moved from FYE 20.	Budget Adopted	

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2020

Playground Equipment Replacement - Oak Manor	Replacement of this equipment is necessary, due to the age and high usage of this equipment, as well as safety concerns. Staff will be seeking grant funds to assist with the cost.	Community Services	Parks	10022100.80220	18010	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	500 Oak Manor Drive	Facilities/Buildings/Land	New	2022	2023	Grant	No	New Revenues	Seeking grant funding.				\$	100,000			\$	100,000	Staff applied for Prop 68 funds for park renovations including new playground equipment. Awards have not been announced.	Reviewed							
Softball Fields Restroom Concession Building Roof Replacement	Replace roof at softball fields	Community Services	Parks	30122210.80220	18110	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	901 River Street	Facilities/Buildings/Land	New	2020	2021	General	No	New Revenues			(TBD)						\$	-	Roof currently has some leakage and panels are peeling up. Staff is currently evaluating the project.	Reviewed							
Museum Roof Replacement	Replace the Museum roof. A good portion of the roof is now 30 years old and leaks are appearing in the older part of the building. This year (2019/2020) new leaks were discovered by staff. Additionally, the beams under the front awning are suffering from wood rot, as is a section of the exterior under-roof at the southeast end. Benefits are to ensure protection of the building's exterior and the art and artifacts housed within the buildings, as well as ensure the safety of the visiting public and Museum staff.	Community Services	Museum	10022700.80220	18021	N/A	David Burton	dburton@cityofukiah.com	431 South Main Street	Facilities/Buildings/Land	In Progress	2018	2021	General & Endowment	No	New Revenues	City is financing through loan; Endowment will contribute \$60k over 2021 and 2022.	\$	8,636	\$	350,000				\$	350,000	Staff has been working with an architectural consultant for repair major damage to the beams located at the front of the Museum. A bid was released for a temporary beam shoring solution until the roof can be replaced and beams repaired. New leaks were discovered during December and the condition of the beams will worsen over time-they are at a must repair state. Budget moved up from FYE 24. Shoring of the glulam beams was completed. The roof replacement construction is currently in process.	Budget Adopted							
Museum Exterior Painting	Museum exterior is in need of painting to ensure on-going protection of the wood surface. According to staff it has been close to ten years since last exterior painting. Major benefits include the protection of a major City asset and the maintaining of the beauty of the building for the public.	Community Services	Museum	10022700.80220	18023	N/A	David Burton	dburton@cityofukiah.com	431 South Main Street	Facilities/Buildings/Land	Deferred	2022	2023	General	No	New Revenues	Seek funding assistance.				\$	35,000			\$	35,000	Seek alternate funding. Moved from FYE 21.	Reviewed							
Museum LED Lighting	Replace aging gallery lighting fixtures and change out bulbs from halogen to LED. Original fixtures are nearing the end of their life span and failing at an accelerated rate. Currently the Museum has no extra fixtures to spare. LED lighting has the following major benefits: 1) Energy efficiency that can reduce electricity bills by 30-50% annually, plus are more environmentally friendly; 2) Significantly longer lifespan of each bulb reduces amount of time staff spends changing out bulbs and the annual expenditure on bulbs; 3) Greater protection of art work and artifacts as LED bulbs emit far less infrared and ultraviolet rays. This project would require a large expenditure at the beginning, with cost savings in electricity and bulb purchasing leading to greater savings over time.	Community Services	Museum	10022700.80220	18024	N/A	David Burton	dburton@cityofukiah.com	431 South Main Street	Facilities/Buildings/Land	New	2019	2021	General	Yes	Current Revenues	Funded by Public Benefits - Demonstration Project			\$	90,000				\$	90,000	Energy audit 95% complete; need to identify lighting vendor to complete audit. Quotes came in higher than expected. Increased amount from \$25k and moved to FYE 21. Energy audit will be completed; vendor and specific lighting products have been identified. Museum staff is restarting this work in February.	Budget Adopted							
Security Cameras at Museum	Outdoor security cameras for protection of property.	Community Services	Museum	10022700.80220	18111	N/A	Neil Davis	ndavis@cityofukiah.com	431 South Main Street	Facilities/Buildings/Land	Deferred	2022	2023	Special Revenue	No	New Revenues	Seek funding assistance.				\$	20,000			\$	20,000	Seek alternate funding. Budget moved from FYE 21, and increased from \$14k. Moved from FYE 22 due to higher priorities in FYE 22.	Reviewed							
New HVAC for Sun House	Current HVAC is 30 years old, failing beyond repair, and needs to be replaced.	Community Services	Museum	10022700.80220	TBD	N/A	David Burton	dburton@cityofukiah.com	431 South Main Street	Facilities/Buildings/Land	New	2021	2022	Grant Funded	No	New Revenues	Seek funding assistance.			\$	45,000				\$	45,000	Pending review by City Manager's Office; Unit was repaired in March 2020. It was advised that it may no longer be repairable and to begin budgeting for a new unit. Cost shown is rough budget, and will work to be more refined.	Not Reviewed							
Conference Center Exterior Painting	Building exterior needs painting	Community Services	Ukiah Valley Conference Center	73022600.80220	18112	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/Buildings/Land	New	2024	2025	Enterprise	No	New Revenues					\$	45,000		\$	45,000	Funding not secured, planning for routine maintenance. Moved from FYE 21. Moved from FYE 23.	Reviewed								
Conference Center Floor Repair	Lobby tiles are loose and missing, becoming a safety hazard, need to be replaced.	Community Services	Ukiah Valley Conference Center	73022600.80220	18113	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/Buildings/Land	Deferred	2024	2025	Enterprise	Yes	Current Revenues					\$	15,000		\$	15,000	A lime intrusion has lifted tiles from conference center foyer. Moved from FYE 20 due to COVID-19. Moved from FYE 22 due to COVID-19.	Reviewed								
Conference Center Security Cameras	Install new security cameras inside and outside the building.	Community Services	Ukiah Valley Conference Center	73022600.80220	18114	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/Buildings/Land	New	2024	2025	Enterprise	No	New Revenues					\$	100,000		\$	100,000	Looking for funding. Split out cameras as it's own project. Moved from FYE 23 due to COVID-19.	Reviewed								
Conference Center Security	Security keyless door lock entry.	Community Services	Ukiah Valley Conference Center	73022600.80220	18189	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/Buildings/Land	New	2024	2025	Enterprise	No	New Revenues					\$	30,000		\$	30,000	Recent theft and safety concerns. Split out the cardlock from the cameras. Moved from FYE 21 due to COVID-19. Moved from FYE 22 due to COVID-19.	Reviewed								
Conference Center Bathroom Repair	Replace bathroom counter tops and sinks.	Community Services	Ukiah Valley Conference Center	73022600.80220	TBD	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/Buildings/Land	New	2024	2025	Enterprise	No	New Revenues					\$	25,000		\$	25,000	Moved from FYE 22 due to COVID-19.	Reviewed								
SUB-TOTAL:																		\$	1,052,893	\$	1,502,005	\$	831,000	\$	440,000	\$	975,000	\$	290,000	\$	-	\$	4,038,005		

ELECTRIC UTILITY DEPARTMENT

Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26				
Electric Utility Service Center - Remodel & Facility Improvements	Provides offices and warehouse facilities for the Electric Utility Dept. to better serve the community. Currently offices are located in 40 year old temporary modular buildings with no foundation. The electrical construction and maintenance materials are stored in an uninsulated unsealed tin building.	Electric Utility Department	Administration	80126100.80220	17023	N/A	Diann Lucchetti	dlucchetti@cityofukiah.com	1350 Hastings Road	Facilities/Buildings/Land	In Progress	2017	2024	Enterprise	Yes	Current Revenues		\$ 100,000	\$ 1,800,000	\$ 120,000	\$ 30,000	\$ 10,000			\$ 1,960,000	Expanded scope including re-roof task. Reduced FYE 20 by \$1.550 mil and moved into FYE 21. Project is currently out to bid.	Reviewed and Supported	
Renewable Resource Development - Solar	Renewable energy development for the Utility's resource portfolio in meeting the States green energy mandates.	Electric Utility Department	Administration	80126100.80220	ECC01	N/A	Mel Grandi	mgrandi@cityofukiah.com	1350 Hasting Road	Facilities/Buildings/Land	In Progress	2018	2025	Enterprise	Yes	Current Revenues		\$ 55,000	\$ 1,700,000	\$ 50,000	\$ 1,000,000	\$ 50,000	\$ 1,000,000		\$ 3,800,000	Rebudgeted to insure replacement roofing system meets building, solar and grading requirements. Moved \$1.2 mil out of FYE 20, and moved into FYE 21.	Reviewed and Supported	
Hydroelectric Plant Warehouse, Shop and Restroom	Needed to store hydro specialized plant materials, spare parts, provides staff workspace and restroom/sink facilities.	Electric Utility Department	Technical Services	80126100.80230	18038	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Facilities/Buildings/Land	In Progress	2018	2022	Enterprise	Yes	Current Revenues			\$ 190,000						\$ 190,000	Moved from FYE 21 due to COVID-19.	Reviewed	
Substation Site Development	Evaluate the need and sites available to construct a future electrical substation to serve future loads based on planning forecasts of the City's growth.	Electric Utility Department	Technical Services	80126100.80230	18046	N/A	Mel Grandi	mgrandi@cityofukiah.com	TBD	Facilities/Buildings/Land	New	2020	2023	Enterprise	Yes	Current Revenues			\$ 20,000	\$ 300,000					\$ 320,000	\$20 k moved from FYE 21, and \$300k from FYE 22 due to COVID-19.	Reviewed	
Gobbi Material Yard	Material storage yard, driveway and fence improvements	Electric Utility Department	Construction	80126100.80230	18117	N/A	Tim Santo	tsanto@cityofukiah.com	Gobbi/Orchard	Facilities/Buildings/Land	Completed	2019	2021	Enterprise	Yes	Current Revenues		\$ 4,500	\$ 45,000						\$ 45,000	Moved from FYE 20 due to COVID-19.	Budget Adopted	
SUB-TOTAL:																		\$ 159,500	\$ 3,545,000	\$ 380,000	\$ 1,330,000	\$ 60,000	\$ 1,000,000	\$ -	\$ 6,315,000			

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2020

FINANCE DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26					
Card Lock Phase II	The Police Department is in need of providing a more controlled, secure environment for their officers and employees. Card lock provides access security to all entrances and exits using key fobs and access cards. This is already installed in the Civic Center and Annex and is providing a high level of access security. This would provide additional Public Safety as well.	Finance	IT	20822500.80220	15019	N/A	Michael Ingwell	mingwell@cityofukiah.com	300 Seminary Avenue	Facilities/Buildings/Land	Deferred	2021	2022	Internal Service	No	Current Revenues				\$ 85,000					\$ 85,000	This would be an expansion to the existing Card Lock system. Moved from FYE 21 due to COVID-19.	Reviewed		
SUB-TOTAL:																			\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000			
FIRE AUTHORITY																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26					
Fire Station Upgrades and Retrofit	The Fire Stations are in dire need of an upgrade. At the South Station (due to the building's layout and size), UVFA has currently outgrown the living space. The station needs to include additional bedrooms, a bathroom with an extra shower, office space, and installing security measures to protect the facility and fire equipment. This upgrade will maintain the building's footprint utilizing a change in layout to accommodate the Department's current and future needs. It will also comply with the current fire code by installing a sprinkler system. The North Station is also in need of improvements to the grounds and security of the station. The driveway and pad require repair, which would reduce the impact on department equipment.	Fire Authority	City/District	TBD	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South Street/141 Lovers Lane	Facilities/Buildings/Land	New	2021	2022	TBD	No	New Revenues	Fiscal Year Allocation TBD							\$ -	Pending review by City Manager's Office; Department estimate/request is \$250,000; Additional evaluation of North Station Location is needed prior to expending substantial funding on existing location	Not Reviewed			
Emergency Standby Generators	This project will include placing two external generators with automatic transfer capabilities at the North and South Stations. The project also includes updates to the current electrical system and panels to integrate the building's generators. These generators will allow for power at the stations during an emergency or planned power outage. The facilities must be able to operate and carry out the Authority's mission regardless of outside influences, making both stations self-sufficient. As planned power outages are expected to continue for the foreseeable future, along with sporadic emergency outages, the Authority must maintain power for critical infrastructure needed to complete our mission.	Fire Authority	City/District	TBD	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South Street/141 Lovers Lane	Facilities/Buildings/Land	New	2021	2022	TBD	No	New Revenues	Fiscal Year Allocation TBD							\$ -	Pending review by City Manager's Office; Department estimate/request is \$120,000	Not Reviewed			
SUB-TOTAL:																			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
PUBLIC WORKS DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26					
HVAC Upgrade - Garage	The garage's heating and air is inefficient, old and needs to be upgraded. An upgrade will provide economical benefits in energy savings.	Public Works	Corporation Yard	20824300.80220	18018	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Facilities/Buildings/Land	Deferred	2020	2023	Internal Service	Yes	Internal Service					\$ 52,000				\$ 52,000	Look for alternative energy sources as part of the consideration of this project. Moved from FYE 21 due to COVID-19.	Reviewed		
Corporation Yard Rehabilitation	Conduct a needs assessment to determine the best and most effective way to rehabilitate the Corporation Yard for the Water, Sewer, Street and Fleet Maintenance.	Public Works	Corporation Yard	20824300.80220	18190	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Facilities/Buildings/Land	New	2021	2022	Internal Service	No	New Revenues				\$ 50,000					\$ 50,000	Needs Assessment for Corp Yard Facility Moved from FYE 21 due to COVID-19. Moved from FYE 23.	Reviewed		
SUB-TOTAL:																			\$ -	\$ -	\$ 50,000	\$ 52,000	\$ -	\$ -	\$ -	\$ 102,000			
WATER RESOURCES DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26					
Upgrade HVAC Units on Buildings - WWTP	Upgrade HVAC units in Operations and Equipment Buildings due to parts being unavailable.	Water Resources	Wastewater Treatment Plant	84027225.80220	18129	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Facilities/Buildings/Land	New	2021	2022	Enterprise	Yes	Current Revenues				\$ 150,000					\$ 150,000		Reviewed	✓	
Machinery Storage Cover	Install a machinery cover area to protect equipment from weather.	Water Resources	Wastewater Treatment Plant	84027225.80220	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Facilities/Buildings/Land	New	2021	2022	Enterprise	Yes	Current Revenues				\$ 15,000					\$ 15,000		Not Reviewed	✓	
Sludge Lagoon Remediation	Prepare plans and specifications for the removal of sludge from the sludge lagoon.	Water Resources	Wastewater Treatment Plant	84027225.80220	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Facilities/Buildings/Land	New	2021	2023	Enterprise	Yes	Current Revenues				\$ 50,000	\$ 400,000				\$ 450,000		Not Reviewed		
Upgrade HVAC Units on Buildings - WTP	Due to aging infrastructure upgrades are needed to the HVAC system at the Water Treatment Plant	Water Resources	Water Treatment Plant	82027113.80220	TBD	N/A	David Kirch	dkirch@cityofukiah.com	935 River Street	Facilities/Buildings/Land	New	2022	2023	Enterprise	Yes	Current Revenues					\$ 70,000				\$ 70,000		Reviewed	✓	
Well 3 Improvements	Improve Well 3 building enclosure.	Water Resources	Water Treatment Plant	82027113.80220	TBD	N/A	Jarod Thiele	jthiele@cityofukiah.com	Vichy Springs Road	Facilities/Buildings/Land	New	2025	2026	Enterprise	Yes	Current Revenues								\$ 150,000	\$ 150,000		Not Reviewed	✓	
SUB-TOTAL:																			\$ -	\$ -	\$ 215,000	\$ 470,000	\$ -	\$ -	\$ 150,000	\$ 835,000			
TOTALS FOR FACILITIES/BUILDINGS/LAND :																			\$ 1,212,393	\$ 5,047,005	\$ 1,561,000	\$ 2,292,000	\$ 1,035,000	\$ 1,290,000	\$ 150,000	\$ 11,375,005			

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2020

INFORMATION TECHNOLOGY																												
FINANCE DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26				
Utility Billing CIS Replacement	The current utility billing software is becoming obsolete. Replacement is necessary.	Finance	Utility Billing	20513300.54320	18062	N/A	Lori Martin	lmartin@cityofukiah.com	300 Seminary Avenue	Information Technology	In Progress	2018	2021	Enterprise	Yes	Reserves	Funding specific to department.		\$ 600,000						\$ 600,000	Procurement of Project Management services is in process. Pushing actual CIS acquisition to FYE 21. Software selection is in progress. Award recommendation anticipated in March.	Budget Adopted	
Core - 4 Cisco 3750 Switches - End of Life - Replacements	These switches are the center core of our network infrastructure. They serve as data conduits for all City of Ukiah operations. They are nearing end-of-life, as warranty and support runs out during this time-frame.	Finance	IT	20913900.80100	17044	N/A	Scott Shaver	sshaver@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2019	2023	Internal Service	Yes	Current Revenues		\$ 54,399		\$ 100,000					\$ 100,000	Cisco extended the warranty of two of the switches, so the cost ended up much lower than originally anticipated. Costs to date reflect encumbered funds.	Reviewed	
Checkpoint Firewall Replacement - With Palo Alto ASA Checkpoint Firewall Replacement	The City of Ukiah utilizes a Checkpoint perimeter firewall to protect our network from outside threats that can originate from the internet. Equipment and services provided in the agreement include: Detects and controls application usage • Identifies, allows, blocks or limits usage of applications, and features within them which enables safe Internet use while protecting against threats and malware • Leverages the world's largest application library with more than 6,600 web 2.0 applications Supports advanced identity awareness for stress-free policy enforcement • Creates granular policy definitions per user and group • Integrates seamlessly with Active Directory and protects our environments containing social media and internet applications • Provides the benefits of application control and intrusion protection (IPS), as well as extensibility support for additional security capabilities. This system will be at end of life in 2021 and up for replacement. We will replace this with a Palo Alto ASA Firewall.	Finance	IT	20913900.80100	17045	N/A	Scott Shaver	sshaver@cityofukiah.com	300 Seminary Avenue	Information Technology	In Progress	2020	2021	Internal Service	No	Current Revenues			\$ 120,000						\$ 120,000	The Palo Alto replacement has been purchased, and should be installed by the end of fiscal year 20/21.	Budget Adopted	
Redundant Internet Gateway (Fail-over Load Balancer)	Our current AT&T Internet gateway provides service to all of the City of Ukiah departments for Internet access, as well as Public Safety access to law enforcement websites and other important services. If service fails, we do not have a failover scenario in place. A failover scenario would involve an additional Internet Gateway with a different Internet service provider (ISP). If one ISP fails, the gateway would failover to the alternate one available. This would ensure service availability, virtually 100% of the time.	Finance	IT	20913900.80100	17046	N/A	Scott Shaver	sshaver@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2021	2023	Internal Service	No	Current Revenues				\$ 166,800	\$ 48,400				\$ 215,200	Moved from FYE 21 due to COVID-19.	Reviewed	
Dell Compellent Storage - 5 year cyclic end of life replacement	The Dell Compellent Storage serves as our main live data storage for the City of Ukiah. It is used in conjunction with our four Virtual Machine Hosts, which control and offer resources to all of our virtual servers. This basically contains the majority of our production servers upon which all City of Ukiah data services reside. In addition, our VMM (Virtual Machine Manager) server operates as stated. It manages all of the virtual servers within the infrastructure. Dell 4 VM Hosts & Virtual Machine Manager Server - 5 year cyclic - end of life - replacement (Refinance)) \$290,000 at approximately \$59,000/year x 5 years.	Finance	IT	20913900.80100	17047	N/A	Scott Shaver	sshaver@cityofukiah.com	300 Seminary Avenue	Information Technology	On-going	2021	2026	Internal Service	No	Current Revenues				\$ 59,000	\$ 59,000	\$ 59,000	\$ 59,000	\$ 59,000	\$ 295,000	Department is exploring cloud storage solution where a portion of this may not be necessary. Added financing through FYE 26.	Reviewed	
Cisco Access Switch EOL Replacement	These switches connect the City's computers, phones, printers, and Wi-Fi units into the core infrastructure. The switches allow these devices to connect to the Internet and internal servers. They will be End-Of-Life and will no longer be supported by the manufacture.	Finance	IT	20913800.80100	18100	N/A	Scott Shaver	sshaver@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2022	2023	Internal Service	No	Current Revenues					\$ 180,000				\$ 180,000		Reviewed	
Cisco Nexus Switch EOL Replacement	These switches are the center core of our network infrastructure. They serve as data conduits for all City of Ukiah operations. They will be end-of-life, as warranty and support runs out during this time-frame.	Finance	IT	20913900.80100	TBD	N/A	Scott Shaver	sshaver@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2024	2025	Internal Service	No	Current Revenues							\$ 110,000		\$ 110,000		Not Reviewed	
SUB-TOTAL:																			\$ 54,399	\$ 720,000	\$ 225,800	\$ 387,400	\$ 59,000	\$ 169,000	\$ 59,000	\$ 1,620,200		
POLICE DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26				
Mobile Computer Terminals and Wireless Routers Replacement	The Ukiah Police Department has utilized Mobile Computer Terminals within Police vehicles since 2006, to reduce radio communications and provide officers with access to enhanced data. As reporting requirements increase and the need for field data entries rise the need for this technology will increase as well. The Mobile Computer Terminals use a Mobile Wireless Router to transmit and receive information including video and audio recordings captured by the vehicle mounted cameras. The hardware and operating system currently in use were deployed in 2015 and is at end of life and unsupported, failing more often, requiring increased down time for repairs.	Police	Police	10020210.80100	TBD	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2021	2022	General	No	Current Revenues	Grant funding may be available.				\$ 85,000				\$ 85,000	Moved from FYE 23 due to failing equipment, and reduced amount from \$125k.	Reviewed	
SUB-TOTAL:																			\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000		
WATER RESOURCES DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26				
Radar Facility Mapping	Hire a firm to radar map the underground facilities at the WWTP.	Water Resources	Wastewater Treatment Plant	84027226.52100	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Information Technology	New	2024	2025	Enterprise	Yes	Current Revenues							\$ 250,000		\$ 250,000		Not Reviewed	✓
SUB-TOTAL:																			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000		
TOTALS FOR INFORMATION TECHNOLOGY :																			\$ 54,399	\$ 720,000	\$ 310,800	\$ 387,400	\$ 59,000	\$ 419,000	\$ 59,000	\$ 1,955,200		

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2020

INFRASTRUCTURE																																				
AIRPORT																																				
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name	Project Contact Email	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status									
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26												
Runway 15-33 Pavement Reduction (Construction Phase 2)	Runway 15-33 is currently 4,451 feet long and 150 feet wide. The project will be for the construction of the 75-foot reduced width runway pavement. New pavement marking will be applied. Pavement is 31 years old.	Airport	Airport	77825200.80230	18032	N/A	Greg Owen	gowen@cityofukiah.com	1411 South State Street	Infrastructure	New	2021	2022	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.				\$	1,900,000				\$	1,900,000	The FAA has made cost and project scope adjustments. 90% FAA Grant, 5% Caltrans. Moved from FY 19/20 due to FAA funding timing. Moved from 20/21. FAA funding not currently available for this project.	Budget Adopted							
Installation of Precision Approach Path Indicator Lights and Runway End Identifier Lights	Installation of Precision Approach Path Indicator Lights and Runway End Identifier Lights on both ends of Runway 15-33 (RA).	Airport	Airport	77825200.80230	18159	N/A	Greg Owen	gowen@cityofukiah.com	1411 South State Street	Infrastructure	In Progress	2021	2022	Enterprise	Yes	New Revenues	FAA Grant Funding.	\$	293,285		\$	356,715					\$	356,715	Reimbursable agreement, ultimately funded by FAA Grant. The FAA has made cost and project scope adjustments. Moved to FY 20/21, and cost has increased by \$50k. Moved from 20/21. Design is complete, waiting on reimbursement. FAA funding not currently available for this project.	Budget Adopted	✓					
Pavement Rehabilitation of Taxiways A, A3 and A5 - Design	This project is for the design of Taxiways A (4,540'x55'), A3 (250'x45'), and A5 (250'x45') pavement rehabilitation assumed to be a crack fill, seal and slurry.	Airport	Airport	77825200.80230	18034	N/A	Greg Owen	gowen@cityofukiah.com	1411 South State Street	Infrastructure	New	2022	2023	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.				\$	148,385				\$	148,385	The FAA has made cost and project scope adjustments. Moved from FY 21/22, and increased by \$88,385.	Reviewed and Supported							
Pavement Rehabilitation of Taxiways A, A3 and A5 - Construction	This project will cover construction to rehabilitate pavements of Taxiways A (4,540'x55'), A3 (250'x45') and A5 (250'x45').	Airport	Airport	77825200.80230	18035	N/A	Greg Owen	gowen@cityofukiah.com	1411 South State Street	Infrastructure	New	2024	2025	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.							\$	1,339,200		\$	1,339,200	The FAA has made cost and project scope adjustments. Moved from FY 22/23, and increased by \$839,200.	Reviewed and Supported						
Taxiways B & D Demolition- (Construction Phase 2)	Taxiways B & D demolition; construction of new Taxiways A2 and A4, and Runway 33 Blast Pad (Construction Phase 2).	Airport	Airport	77825200.80230	18033	N/A	Greg Owen	gowen@cityofukiah.com	1411 South State Street	Infrastructure	-New-	2020	2021	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.											The FAA has made cost and project scope adjustments-Removing .. Was part of runway construction project from last year.	Budget-Adopted							
SUB-TOTAL: \$																			293,285	\$	-	\$	2,256,715	\$	148,385	\$	-	\$	1,339,200	\$	-	\$	3,744,300			
ELECTRIC UTILITY DEPARTMENT																																				
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status									
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26												
Upgrade fish hatchery pumps and controls (Hydro)	Control upgrades to provide expanded abilities: 1. Remote control and monitoring from the Fish Hatchery and 2. Emergency station light and power backup to the hydro plant.	Electric Utility Department	Technical Services	80126100.80230	18037	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	New	2020	2022	Enterprise	Yes	Current Revenues			\$	25,000	\$	200,000					\$	225,000		Budget Adopted						
Automate Station Light & Power, Pump & Generator Controls (Hydro)	Hydro Plant control and power upgrades to automate emergency station light and power and hatchery backup pumps.	Electric Utility Department	Technical Services	80126100.80230	18118	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	New	2020	2021	Enterprise	Yes	Current Revenues			\$	80,000							\$	80,000		Budget Adopted						
Community Power Management Projects	Power pedestal replacement program goals includes reducing energy loss, improve lighting/access control, safety and availability of power in public places. Includes charging stations and power pedestals.	Electric Utility Department	Administration	80126100.80230	18040	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	On-going	2018	2022	Enterprise	Yes	Current Revenues		\$	60,000	\$	60,000	\$	60,000				\$	120,000	Rebudgeted to reflect workforce scheduling allocation due to the Oak Manor Undergrounding project.	Budget Adopted						
Fairgrounds 4160 to 12,000 volt Conversion	Replaces existing low voltage (4160V) system with 12,000 Volt primary rated cable and transformers and secondary conductor. Fairgrounds to provide USERC specified metering and underground duct. Removes existing low voltage (4160V) system.	Electric Utility Department	Distribution	80126100.80230	18041	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	In Progress	2019	2023	Enterprise	Yes	Current Revenues		\$	30,000	\$	150,000	\$	150,000	\$	75,000			\$	375,000	Rebudgeted to reflect workforce scheduling allocation due to the Oak Manor Undergrounding project. Reduced amount for FYE 20 by \$120k, and changed funding in FYE 22 & 23.	Budget Adopted					
Substation and Hydroelectric Plant Control, Protection and Communication Systems Replacement	Replace the Mendocino Hydro control, protection and communication systems hardware, program and coding for hydro specific automation control. The existing systems are outdated with limited after-market support and no new replacement part availability.	Electric Utility Department	Technical Services	80126100.80230	18042	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	In Progress	2017	2024	Enterprise	Yes	Current Revenues		\$	30,000	\$	245,461		\$	25,000	\$	80,000		\$	350,461	Reduced amount in FYE 20 by \$105k, added funding in FYE 21 & 22. Increased FYE 21 from \$175k. Engineering complete, installation to start 3/2021.	Budget Adopted					
Underground Capital System Improvements (<\$50,000 each)	Transformer replacement and upgrades, wood pole testing and replacement, system capacity improvements and protection, control, monitoring and communication enhancements.	Electric Utility Department	Distribution	80126100.80230	18043	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	On-going	2018	2025	Enterprise	Yes	Current Revenues		\$	100,000	\$	230,000	\$	230,000	\$	235,000	\$	235,000	\$	235,000		\$	1,165,000		Budget Adopted		
Overhead Capital System Improvements (<\$50,000 each)	Transformer replacement and upgrades, system capacity improvements and protection, control, monitoring and Communication enhancements.	Electric Utility Department	Distribution	80126100.80230	18044	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	On-going	2018	2025	Enterprise	Yes	Current Revenues		\$	310,000	\$	464,839	\$	250,000	\$	250,000	\$	250,000		\$	1,464,839	Reduced FYE 20 by \$140k, and reduced all future years to \$250k/yr. Increased FYE 21 from \$250k.	Budget Adopted				
Gobbi St. Undergrounding Phase 3: Overhead to Underground	Relocates or undergrounds overhead electric, phone and cable TV utilities along Gobbi and State Streets.	Electric Utility Department	Distribution	80126100.80230	18045	N/A	Cindy Sauers	csauers@cityofukiah.com	Gobbi Street (Orchard to State)	Infrastructure	In Progress	2018	2021	Enterprise	Yes	Current Revenues		\$	2,712,114	\$	2,558,617							\$	2,558,617	Revised FYE 20 from \$500k, added cost for FYE 21. Increased FYE 21 from \$470k.	Budget Adopted					
Governor speed control & Valve Upgrades (Hydro)	Upgrades to the governor sensing, controller and feedback transducers to improve performance and reliability. Existing governor controls frequently are out of service due to failure or adjustment.	Electric Utility Department	Technical Services	80126100.80230	18047	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	New	2020	2023	Enterprise	Yes	Current Revenues					\$	200,000	\$	180,000				\$	380,000	Moved from beginning FYE 21 due to COVID-19.	Reviewed					
State St. Undergrounding Phase 4: Overhead to Underground	Relocates or undergrounds overhead electric, phone and cable TV utilities - State Street from Mill to Clay.	Electric Utility Department	Distribution	80126100.80230	18048	N/A	Cindy Sauers	csauers@cityofukiah.com	South State Street	Infrastructure	New	2021	2021	Enterprise	Yes	Current Revenues		\$	105,000	\$	878,132							\$	878,132	All non electric Undergrounding is based on Rule 20 guidelines. Project was started earlier (was originally 22/23) to coincide with Streetscape Project. Increased FYE 21 from \$200k.	Reviewed					

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
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Oak Manor Dr. Overhead to Underground Conversion	Install cable and associated equipment for replacing the overhead facilities	Electric Utility Department	Distribution	80126100.80230	18121	N/A	Scott Bozzoli	sbozzoli@cityofukiah.com	Oak Manor Dr.	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues				\$ 200,000					\$ 200,000	Reduced amount from \$500k, moved from FYE 21.	Reviewed	
Policy and Legislated System Modifications	System design, equipment and installation to conform to mandated industry standards. Proposed fire mitigation requirements require selected equipment to be replaced or protected to reduce fire risk.	Electric Utility Department	Distribution	80126100.80230	18124	N/A	Cindy Sauers	csauers@cityofukiah.com	Various	Infrastructure	New	2019	2025	Enterprise	Yes	Current Revenues			\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000		\$ 600,000	Reduced amount for FYE 20 from \$80k, and amounts from \$200k FYE 22 onward.	Budget Adopted	
Hydroelectric Plant Transfer Trip Upgrade	Upgrade existing and provide redundancy for Hydro transfer trip circuit	Electric Utility Department	Technical Services	80126100.80230	18125	N/A	James O'Brien	jobrien@cityofukiah.com	Hydroplant	Infrastructure	New	2019	2020	Enterprise	Yes	Current Revenues		\$ 3,000	\$ 195,000						\$ 195,000	Reduced amount for FYE 20 from \$225k, and added funds to FYE 21.	Reviewed	
SUB-TOTAL:																	\$ 3,350,114	\$ 5,087,049	\$ 1,390,000	\$ 865,000	\$ 665,000	\$ 585,000	\$ -	\$ 8,592,049				
PUBLIC WORKS DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26				
Corporation Yard Remediation System Removal	This project will remove the Underground Storage Tank cleanup equipment.	Public Works	Corporation Yard	20824300.80230	TBD	N/A	Dave Kirch	dkirch@cityofukiah.com	1320 Airport Road	Infrastructure	New	2021	2022	Enterprise	Yes	Insurance				\$ 150,000					\$ 150,000			
Corporation Yard Security	This project will improve security in order to prevent further break-ins and theft.	Public Works	Corporation Yard	20824300.80230	TBD	N/A	Dave Kirch	dkirch@cityofukiah.com	1320 Airport Road	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues	Fiscal Year Allocation TBD								\$ -	Pending review by City Manager's Office; Department estimate/request is \$100,000		✓
Corporation Yard Rehabilitation	This project will upgrade the Corporation Yard Facilities.	Public Works	Corporation Yard	20824300.80230	TBD	N/A	Dave Kirch	dkirch@cityofukiah.com	1320 Airport Road	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues	Fiscal Year Allocation TBD								\$ -	Pending review by City Manager's Office; Department estimate/request is \$2,500,000 for existing locatoin; Locaton evaluation will need to be completed to determine best long location for the yard and/or continued use of existing site.		
Landfill Closure	This project will permanently close the Landfill Disposal site per Federal Mandates.	Public Works	Landfill	70224500.80230	18025	N/A	Tim Eriksen	teriksen@cityofukiah.com	3100 Vichy Springs Road	Infrastructure	In Progress	2021	2022	Enterprise	Yes	Current Revenues				\$ 10,343,287					\$ 10,343,287	Project specifics will require additional Council review. Moved from FYE 20 to FYE 21. EIR Litigation in progress. Construction projected for FYE 22 so moved from FYE 21.	Budget Adopted	
SUB-TOTAL:																	\$ -	\$ -	\$ 10,493,287	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,493,287			
WATER RESOURCES DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status	
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26				
Henderson Lane Water Main Replacement	Project is needed in order to upgrade a failing water main. This is needed in order to provide potable water to the Water customers.	Water Resources	Water Treatment Plant	82227113.80230	18051	N/A	Jarod Thiele	jthiele@cityofukiah.com	Henderson Lane	Infrastructure	In Progress	2018	2022	Enterprise	Yes	Current Revenues		\$ 15,800		\$ 150,000					\$ 150,000	Design Complete. Moved from FYE 20 to FYE 21 due to COVID-19.	Budget Adopted	✓
Water Main Replacements	Plan for water main replacements throughout the City.	Water Resources	Water Operations	82027113.80230	18072	N/A	Jarod Thiele	jthiele@cityofukiah.com	Various	Infrastructure	On-going	2020	2026	Enterprise	No	Current Revenues			\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 9,000,000	Added funding for FYE 25 and FYE 26.	Budget Adopted	
Phase 4 Recycled Water	This project will provide an additional irrigation source for City Parks, Golf Course, Cemetery and Schools. This will reduce the demand on the potable water system and reduce discharge to the Russian River	Water Resources	Recycled Water	83027330.80230	18052	N/A	Sean White	swhite@cityofukiah.com	Brush Street to Golf Course	Infrastructure	New	2024	2025	Enterprise	Yes	New Revenues	Will be funded by grant/loan.	\$ 43,700					\$ 18,500,000	\$ 18,500,000	Environmental documentation is complete. Design began in December, 2018. Modified funding comments to eliminate a shared cost with Sewer. Moved budget from FYE 21. Moved from FYE 22 due to COVID-19 - feasibility still under review.	Reviewed and Supported		
Chlorine Residual Valve/Alarm on Discharge	Engineering and installation. Critical safety valve to monitor the outflow of chlorinated water into the river.	Water Resources	Wastewater Treatment Plant	84027225.80230	18054	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Infrastructure	New	2018	2022	Enterprise	Yes	Current Revenues			\$ 150,000					\$ 150,000	Rebudgeting. Moved from FYE 20.	Reviewed	✓	
Dora Street Utility Improvement Project- Water & Sewer	This project will replace the sewer main on Dora Street from Mill Street to Grove Avenue as well as all sewer laterals	Water Resources	Sewer Operations	84427221.80230	18127	N/A	Jarod Thiele	jthiele@cityofukiah.com	Dora Street	Infrastructure	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 400,000					\$ 1,200,000	Contingent upon rate study. Moved from FYE 21. Note that rate study based on happening in FYE 21. Moved from FYE 22.	Reviewed	✓
	This project will replace the water main on Dora Street from Mill Street to Grove Avenue as well as all hydrant, valves and service connections		Water Operations	82227111.80230		N/A	Jarod Thiele	jthiele@cityofukiah.com	Dora Street	Infrastructure	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 800,000								
Replace Heat Exchangers	This project will replace deteriorating heat exchangers for the operation of the Digester and Boilers	Water Resources	Wastewater Treatment Plant	84024225.80230	18131	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Infrastructure	New	2023	2024	Enterprise	Yes	Current Revenues					\$ 750,000		\$ 750,000	Moved from FYE 21 due to COVID-19.	Reviewed			
Rehabilitation of Zone 2 Booster Pump	Upgrade the enclosure and electrical components in the structure enclosing the booster pump for Pressure Zone 2 to increase reliability and security	Water Resources	Water Operations	82227113.80230	TBD	N/A	David Kirch	dkirch@cityofukiah.com	Golf Course	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues						\$ 50,000		\$ 50,000	Moved from FYE 23 due to COVID-19.	Reviewed		
Replace Water Main on Low Gap Street	Replace the 16 inch steel water main from North State Street to North Bush Street concurrent with Phase 4 of the Recycled Water Project	Water Resources	Water Operations	82227113.80230	TBD	N/A	Don Brown	dwbrown@cityofukiah.com	Low Gap Street	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues						\$ 500,000		\$ 500,000	Moved from FYE 22 due to COVID-19.	Reviewed		
Replace Various Water Mains	Replace water mains on Clay Street, Pine Street, Spring Street, etc.	Water Resources	Water Operations	82227113.80230	TBD	N/A	Don Brown	dwbrown@cityofukiah.com	Various	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 400,000					\$ 400,000	Removed budget from FYE 21 due to COVID-19. Increased budget from \$250k in FYE 22, and eliminated \$250k in FYE 23, 24 and 25.	Reviewed	✓	
Replace Sewer Main on Low Gap Street	Replace the 15 inch and 6 inch sewer main from North State Street to North Bush Street concurrent with Phase 4 of the Recycled Water Project	Water Resources	Sewer Operations	84427222.80230	TBD	N/A	Don Brown	dwbrown@cityofukiah.com	Low Gap Street	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues						\$ 500,000		\$ 500,000	Moved from FYE 22 due to COVID-19.	Reviewed		
Reseal Wash Water Basins	Remove and Replace Seal on Wash Water Basins	Water Resources	Wastewater Treatment Plant	84027225.80230	18192	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Infrastructure	New	2020	2021	Enterprise	Yes	Current Revenues		\$ 40,000							\$ 40,000		Budget Adopted	✓
Upgrade PLC's	Upgrade old Programmable Logic Controls.	Water Resources	Wastewater Treatment Plant	84027225.80230	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Infrastructure	New	2023	2024	Enterprise	Yes	Current Revenues					\$ 200,000			\$ 200,000	Moved from FYE 22 due to COVID-19.	Reviewed	✓	
Recondition Levees	Recondition the levees on the Percolation Ponds.	Water Resources	Wastewater Treatment Plant	84027225.80230	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues							\$ 200,000		\$ 200,000	Eliminated \$200k for 2 prior years due to COVID-19.	Reviewed	
SUB-TOTAL:																	\$ 59,500	\$ 1,540,000	\$ 2,200,000	\$ 2,700,000	\$ 2,450,000	\$ 21,250,000	\$ 1,500,000	\$ 31,640,000				
TOTALS FOR INFRASTRUCTURE :																	\$ 3,702,899	\$ 6,627,049	\$ 16,340,002	\$ 3,713,385	\$ 3,115,000	\$ 23,174,200	\$ 1,500,000	\$ 54,469,636				

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2020

STREETS & RIGHTS-OF-WAY																													
PUBLIC WORKS DEPARTMENT																													
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status		
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26					
Dora Street Utility Improvement Project	This project will replace the water main, sewer main and reconstruct the street on Dora Street from Mill Street to Grove Avenue	Public Works	Engineering	12024200.80230 50024220.80230	18127	Yes	Jarod Thiele	jthiele@cityofukiah.com	Dora Street	Streets & Rights of-Way	New	2022	2023	Special Revenue	Yes	Current Revenues	Measure Y				\$ 2,000,000				\$ 2,700,000	Moved from FYE 21, and added \$700k to Measure Y cost. Moved from FYE 22.	Reviewed	✓	
												2022	2023	Special Revenue	Yes	Current Revenues	Gas Tax				\$ 700,000								
East Clay Street Improvement Project	This project will improve East Clay Street from Main Street to the Railroad Crossing in order to facilitate the development of the new Courthouse site. This project includes water, sewer, pedestrian facilities and drainage facilities as well as reconstruction of the street section.	Public Works	Engineering	12024200.80230	18128	No	Tim Eriksen	teriksen@cityofukiah.com	Clay Street	Streets & Rights of-Way	New	2024	2025	Special Revenue	No	New Revenues	Measure Y						\$ 750,000		\$ 750,000	Introduced and discussed at the January 16, 2019 Council meeting. Moved from FYE 21. Moved from FYE 23.	Reviewed		
Street Striping	This will update striping on streets in selected areas.	Public Works	Engineering	12024200.80230	18150	N/A	Jarod Thiele	jthiele@cityofukiah.com	Various Streets	Streets & Rights of-Way	Completed	2019	2026	Special Revenue	Yes	Current Revenues	Measure Y			\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 300,000	Ongoing work. Eliminated FYE 21 due to COVID-19. Added funding to FYE 25 and 26.	Reviewed	✓
Orr Street Bridge	This project will improve the bridge on Orr Street at Orr Creek.	Public Works	Engineering	12024200.80230	18065	Yes	Tim Eriksen	teriksen@cityofukiah.com	Orr Street at Orr Creek	Streets & Rights of-Way	In Progress	2021	2022	Capital Projects	Yes	Reserves	Measure Y and CDBG Funding Opportunity			\$ 150,000					\$ 404,438	Direction by Council was to develop the option for a pedestrian bike bridge with access for service and emergency vehicles only; look into options and cost for getting a turn-around on the south side; bring back cost scenarios for decking; and work with Wagenseller group with design options and budget. FYE 2020 budgeted funds were transferred out for another project. Moved Engineering from FYE 20. FYE 23 \$150k funded by CDBG funding opportunity. Changed amount in FYE 22 from \$140k, eliminated \$150k in FYE 23.	Reviewed		
		Public Works	Engineering	25124220.80230		Yes	Tim Eriksen	teriksen@cityofukiah.com	Orr Street at Orr Creek	Streets & Rights of-Way	In Progress	2022	2023	Capital Projects	Yes	New Revenues				\$ 254,438									
Low Gap Road and North Bush Street Roundabout	This project will complete the environmental, ROW, and design phases for a roundabout at Low Gap Road and N. Bush St. Construction phase not currently funded.	Public Works	Engineering	50724620.80230	15024	N/A	Tim Eriksen	teriksen@cityofukiah.com	Low Gap Road and N. Bush St.	Streets & Rights of-Way	In Progress	2021	2022	Special Revenue	Yes	Current Revenues	\$110k Design Funded, Construction Funding Not Approved.			\$ 750,000					\$ 750,000	Design authorized, but project requires additional Council review. Moved from FYE 22, and reduced from \$1.5 mil due to COVID-19. Moved from FYE 21.	Budget Adopted		
Slurry Seal Project	This project will improve the Streets network.	Public Works	Engineering	12024200.80230	18151	N/A	Daniel Flores	dflores@cityofukiah.com	Various Streets	Streets & Rights of-Way	Completed	2019	2026	Special Revenue	Yes	Current Revenues	Measure Y	\$ 426,000	\$ 426,000	\$ 400,000	\$ 400,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,976,000	Going out to bid. Budget will be utilizing FYE 21 anticipated revenue. Had utilized this year's budget for other projects. Increased budget from \$200k FYE 22. Increased budget from \$400k FYE 21, from \$200k in FYE 23, and from \$200k in FYE 24. Added budget in FYE 25 and 26.	Budget Adopted	✓	
Gobbi/Main Traffic Signal	This project will alleviate traffic for better vehicle flow.	Public Works	Traffic Signal	50724620.80230	18073	N/A	Jarod Thiele	jthiele@cityofukiah.com	Gobbi Street/ Waugh Lane	Streets & Rights of-Way	New	2022	2023	Special Revenue	No	New Revenues	Will need to apply for STIP funding.				\$ 800,000				\$ 800,000	Moved from FYE 22 due to COVID-19.	Reviewed		
Main Street Reconstruction Project	Reconstruct Main Street, from Gobbi to Mill.	Public Works	Engineering	12024200.80230	TBD	N/A	Andrew Stricklin	astricklin@cityofukiah.com	Main Street	Streets & Rights of-Way	New	2022	2023	Special Revenue	Yes	Current Revenues	Measure Y				\$ 500,000				\$ 500,000	Moved from FYE 22 due to COVID-19.	Reviewed		
Clara Avenue Reconstruction Project	Reconstruct Clara Avenue, from State to Orchard.	Public Works	CDBG	12024200.80230	TBD	N/A	Jason Benson	jbenson@cityofukiah.com	Clara Avenue	Streets & Rights of-Way	New	2021	2022	Grant Funded	Yes	New Revenues	CDBG Funding Opportunity			\$ 2,000,000					\$ 2,000,000	Moved from FYE 21.	Reviewed	✓	
Leslie Street Rehabilitation Project	Rehabilitate Leslie Street, Gobbi to Perkins.	Public Works	CDBG	12024200.80230	TBD	N/A	Jason Benson	jbenson@cityofukiah.com	Leslie Street	Streets & Rights of-Way	New	2022	2023	Grant Funded	Yes	New Revenues	CDBG Funding Opportunity				\$ 1,500,000				\$ 1,500,000	Moved from FYE 21.	Reviewed		
Perkins Street Storm Drain and Widening Project	This project will add a storm drain on East Perkins Street and widen the intersection at Orchard Avenue to add another East Bound through lane.	Public Works	Streets	10024620.80230	TBD	N/A	Andrew Stricklin	astricklin@cityofukiah.com	East Perkins Street	Streets & Rights of-Way	New	2022	2023	Special Revenue	No	New Revenues	Measure Y				\$ 2,277,000				\$ 2,277,000		Reviewed		
South Ukiah Rehabilitation Project	This project will overlay S. Dora Street from Beacon Lane to Washington, and S. State Street from Beacon Lane to Observatory, including ADA pedestrian improvements.	Public Works	Streets	12024300.80230	TBD	N/A	Andrew Stricklin	astricklin@cityofukiah.com	Dora/State	Streets & Rights of-Way	New	2021	2022	Special Revenue	No	Current Revenues	Measure Y			\$ 2,500,000					\$ 2,500,000		Not Reviewed	✓	
Streetscape Additional Paving	Street paving and ADA improvements in areas adjacent to current Streetscape project.	Public Works	Streets	TBD	TBD	N/A	Andrew Stricklin	astricklin@cityofukiah.com	Dora/State	Streets & Rights of-Way	New	2021	2022	Special Revenue	No	New Revenues	TBD			\$ 750,000					\$ 750,000		Not Reviewed	✓	
Great Redwood Trail- Phase 4	This project will extend the Great Redwood Trail from Commerce Drive to Norgard Lane	Public Works	Engineering	TBD	TBD	N/A	Jason Benson	jbenson@cityofukiah.com	Railroad ROW	Streets & Rights of-Way	New	2021	2023	Grant Funded	Yes	New Revenues	Urban Greening Grant			\$ 175,000	\$ 3,750,000				\$ 3,925,000		Not Reviewed		
Great Redwood Trail- Phase 5	This project will extend the Great Redwood Trail from Brush Street to Hensley Creek Road	Public Works	Engineering	TBD	TBD	N/A	Jason Benson	jbenson@cityofukiah.com	Railroad ROW	Streets & Rights of-Way	New	2022	2024	Grant Funded	No	New Revenues	Urban Greening Grant				\$ 275,000	\$ 8,000,000			\$ 8,275,000		Not Reviewed		
Gobbi Street Reconstruction	Reconstruct Gobbi Street in 2 separate projects (US101 to State Street) and (State Street to Dora Street)	Public Works	Engineering	12024200.80230	TBD	N/A	Andrew Stricklin	astricklin@cityofukiah.com	Gobbi Street	Streets & Rights of-Way	New	2023	2024	Special Revenue	Yes	Current Revenues	Measure Y					\$ 1,500,000			\$ 1,500,000		Not Reviewed		
SUB-TOTAL:																		\$ 426,000	\$ 426,000	\$ 6,785,000	\$ 12,516,438	\$ 9,810,000	\$ 1,060,000	\$ 310,000	\$ 30,907,438				
TOTALS FOR STREETS & RIGHTS-OF-WAY :																		\$ 426,000	\$ 426,000	\$ 6,785,000	\$ 12,516,438	\$ 9,810,000	\$ 1,060,000	\$ 310,000	\$ 30,907,438				

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2020

FINANCE DEPARTMENT																																
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status					
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26								
Building Camera DVR System Replacement	The current camera Digital Video Recorder (DVR) system is out of manufacture warranty. This unit will need to be replaced to ensure the required recording of camera footage.	Finance	IT	20913900.80100	18194	N/A	Scott Shaver	sshaver@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	Completed	2020	2021	Internal Service	Yes	Current Revenues		\$ 25,412	\$ 26,000						\$ 26,000		Budget Adopted					
Truck or Van - IT Staff	Needed for IT staff to provide services to the remote City locations. Carpoled vehicles not always available for critical incidents.	Finance	IT	20913900.80100	TBD	N/A	Scott Shaver	sshaver@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2021	2022	Internal Service	No	New Revenues	Fiscal Year Allocation TBD								\$	Pending review by City Manager's Office; Department estimate/request is \$35,000	Not Reviewed					
Truck - Utility Service Attendant	Current vehicle approaching the end of it's useful life.	Finance	Utility Billing	20513300.80100	TBD	N/A	Lori Martin	lmartin@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2022	2023	Internal Service	No	New Revenues				\$ 35,000				\$ 35,000		Reviewed						
SUB-TOTAL:																			\$ 25,412	\$ 26,000	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ 61,000						
FIRE AUTHORITY																																
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status					
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26								
Command/ Chief Vehicle	This new Command/Chief vehicle would serve as a Division Chief's vehicle. It will replace C-6805, a 2006 Chevy 2500 HD, with current mileage of 106,495. The vehicle transmission is currently failing, leaving the vehicle unfit, unreliable, and leaving team members in a possibly unsafe or life-threatening environment during fire suppression activities. However, the vehicle can be repurposed as a non-suppression utility vehicle for the department.	Fire Authority	City Fire	10021210.80100	V3165	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	General	No	New Revenues				\$ 75,000					\$ 75,000	Moved from FYE 21 due to COVID-19. Increased the amount from \$50k to include vehicle outfitting. Moved from FYE 21.	Reviewed					
Auto Extrication Equipment	It is recommended to replace our aging gas powered hydraulic auto extrication equipment, commonly know as the "Jaws Of Life". Replacement units will consist of newer technology battery operated E-Hydraulic extrication equipment. These newer units will eliminate heavy gas powered motors and associated hydraulic lines increasing mobility and range of use. This will be a three year phased purchase to replace the units currently in service.	Fire Authority	City/Valley Fire	91621400.80100 & 25321210.80100	18101	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	Ongoing	2019	2022	Special Revenue	Yes	Current Revenues	Prop. 172	\$ 57,274	\$ 31,500	\$ 33,000					\$ 64,500	The first set has been purchased and placed into service. Second set has been purchased. Final purchase set planned for FYE 22.	Budget Adopted					
SCBA Compressor	This specialized unit is necessary and mandatory to fill Self-Contained Breathing Apparatus Bottles crucial for the Ukiah Valley Fire Authority to carry out our mission of saving and protecting life, property, and the environment. This unit will be housed at the Central Station and will replace our current mobile air unit, which is currently out of service.	Fire Authority	City Fire	10021210.80100	18195	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	General	No	New Revenues				\$ 72,000					\$ 72,000	This will require new funding. Moved from FYE 21 due to COVID-19.	Reviewed					
Utility Transport Vehicle	Due to the increasing number of rescues in the wilderness areas, along with Low Gap Park & the Western Hills Trails. UFVA needs a vehicle capable of traversing these areas to optimize our rescue capabilities, as well as moving equipment and personnel in a timely manner	Fire Authority	City Fire	10021210.80100	E4964	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2024	2025	Grant Funded	No	New Revenues					\$ 40,000				\$ 40,000	Contingent upon receiving grant funding.	Reviewed					
SCBA/Gear Sanitizer	This unit is critical for sanitation of fire protection gear and equipment used and worn by team members, due to the increasing awareness of cancer causing exposures faced by Fire Personnel. The sanitation of gear and equipment has been proven to reduce the risk to cancer(s). This promotes a safer and healthier work environment.	Fire Authority	City Fire	10021210.80100	18196	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	General	No	New Revenues				\$ 35,000					\$ 35,000	This will require new funding. Moved from FYE 21 due to COVID-19. Increased from \$28k.	Reviewed					
Water Tender	The Ukiah Valley Authority annual fleet replacement identified WT-6892 for replacement. Following industry standard NFPA guidelines recommends fire apparatus serve 10 years or 75,000 miles as a first out response vehicle, and an additional 5 to 10 years or 100,000 miles in service as a reserve apparatus. WT-6892 is a 2004 Peterbilt single-axle 2,500 gallon water tender. It was initially designed for construction, and was converted to a fire apparatus. I does not have a fire rated pump, which the apparatus does not meet the demand for service. The purchase of a new fire rated water tender is vital to the Fire Authority's mission while working in the rural environment. Additionally, utilizing OES-State contracts, the entire purchase cost recovery would be completed over the next few years. WT-6892 would not only be placed in a reserve status for the Fire Department, other departments in the City could utilize the water tender, adding additional cost savings to the City, as they have been renting a water tender in the past several years.	Fire Authority	City Fire	10021010.80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	TBD	No	New Revenues	Fiscal Year Allocatoin TBD								\$	Pending review by City Manager's Office; Department estimate/request is \$260,000	Not Reviewed					
Quint Aerial Apparatus	The Ukiah Valley Fire Authority annual fleet replacement identified T-6852 for replacement. Following industry-standard NFPA guidelines recommends fire engines serve 10-years or 75,000 miles as a first out response vehicle, and an additional 5 to 10-years or 100,000 miles in service as a reserve apparatus. T-6852 is a 2009 Pierce Quint Aerial Apparatus with a 75-ft ladder with a current mileage of 47,536. With a continually growing city in size and height, our truck's specifications no longer meet our city's demands. T-6852 will be placed in a reserve status for the Department.	Fire Authority	City Fire	10021010.80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2025	2026	TBD	No	New Revenues	Fiscal Year Allocatoin TBD						\$ 1,500,000	\$ 1,500,000	Pending review by City Manager's Office; Department estimate/request is \$1,500,000	Not Reviewed						
Active Shooter Safety Equipment	unfortunate but imperative that we prepare and be equipped for any and all situations the UVFA may face. We are taking a proactive instead of a reactive stance in protecting and providing our team members with the equipment they need to handle even the direst situations. Following industry-standard (NFPA-3000 Active Shooter) equipment to be purchased will include Flak Jackets, Kevlar Helmets, Medical Triage Bags, and Medical Triage Equipment.	Fire Authority	City Fire	10021010.80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2022	2023	TBD	No	New Revenues	Fiscal Year Allocatoin TBD								\$	Pending review by City Manager's Office; Department estimate/request is \$60,000	Not Reviewed					
Radios	Due to the Federal Communications Commissions (FCC), all Fire Department Analog Radios (currently all UVFA radio's are analog) are required to be replaced with Digital Radios. The FCC's move from analog to digital increased and improved radio efficiency and met the radio spectrum's increasing demand (Narrow banding). This is a two-year phased purchase, replacing the Hand-Held Radio's in the first year and the Mobile Radio's (Vehicle Radio's) in the second phase.	Fire Authority	City Fire	10021010.80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2023	TBD	No	New Revenues	Seeking grant funding.			\$ 225,000	\$ 153,200				\$ 378,200	Pending review by City Manager's Office; Staff will actively be pursuing grants to possible offset some of the cost during the phased process.	Not Reviewed					
Ambulance Patient Transport Unit	This new ambulance will serve the greater Ukiah area for the growing demands of the Emergency Medical Services. The Ukiah Valley Fire Authority has had to supplement/augment the private ambulance industry to county-wide ambulance shortage.	Fire Authority	City Fire	10021010.80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	TBD	No	New Revenues	Partial CDBG funding opportunity.			\$ 200,000					\$ 200,000	Staff is currently working on the Community Development Block Grant (CDBG) for \$141,648 to help off-set the cost.	Reviewed					
Ambulance Patient Transport Unit	This new ambulance will serve the greater Ukiah area for the growing demands of the Emergency Medical Services. The Ukiah Valley Fire Authority has had to supplement/augment the private ambulance industry to county-wide ambulance shortage. This vehicle will replace our current aging ambulance M-6821, a 2012 Chevrolet Type III MedTec with current mileage of 200,984. M-6821 is past recommended replacement life; it is currently stationed at the South Station and is being up-staffed as needed. It is currently up-staffed daily due to the private ambulance shortage, with the ambulance's use expected to increase exponentially in the near future. M-6821 will be placed in a reserve status for the Department..	Fire Authority	City Fire	10021010.80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	TBD	No	New Revenues	Fiscal Year Allocatoin TBD								\$	Pending review by City Manager's Office; Department estimate/request is \$300,000	Not Reviewed					

*Refer to last page of this document for definition of terms used.

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Ambulance Patient Transport Unit	This new ambulance will serve the greater Ukiah area for the growing demands of the Emergency Medical Services. The Ukiah Valley Fire Authority has had to supplement/augment the private ambulance industry to county-wide ambulance shortage. This vehicle will replace our current aging ambulance, M-6823, a 2000 F-350 Ford Braun with current mileage of 78,908. M-6823 is past recommended replacement life; it is currently stationed at the North Station and is being up-staffed as needed. It is currently up-staffed daily due to the private ambulance shortage, with the ambulance's use expected to increase exponentially in the near future. M-6823 will be placed in a reserve status for the Department.	Fire Authority	City Fire	10021010. 80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	TBD	No	New Revenues	Fiscal Year Allocatoin TBD							\$	Pending review by City Manager's Office; Department estimate/request is \$300,000	Not Reviewed				
SUB-TOTAL:																			\$ 57,274	\$ 31,500	\$ 640,000	\$ 153,200	\$ -	\$ 40,000	\$ 1,500,000	\$ 2,364,700				
POLICE DEPARTMENT																														
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status			
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26						
Annual Police Car Replacement	Annually the Police Department schedules the replacement of two patrol cars. Typically, a patrol car lasts about 3 years before it reaches the end of it's service life. It takes the department about a year to order, receive and outfit a car for patrol use. By scheduling regular replacement of cars, the department ensures we have enough cars available for use.	Police	Police	10020210. 80100	V4209	N/A	Justin Wyatt	iwyatt@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	Ongoing	2021	2026	General	No	New Revenues	May explore financing options.			\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	Two Dodge Charger Pursuits planned for FYE 20 fiscal year deferred to FYE 21. However, three vehicles over the past 1.5 years have been replaced by insurance due to collisions. One vehicle replacement was recommend by CM for FYE 21, but both vehicles deferred to FYE 22 due to COVID-19.	Reviewed		
Communication Voice Logger	Dispatch uses a digital voice recorder to record all phone calls coming in and going out of Dispatch. It also records all radio traffic on the UPD and FBPD radio channels. These calls and radio recordings are used as evidence in criminal and civil cases, as well as internal quality assurance. The current equipment was purchased in 2014, and has a 5-year life. Replacement is necessary to insure that the recorder stays up and running with no down time	Police	Dispatch	20620231. 80100	18197	N/A	Tracey Porter	tporter@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	Completed	2020	2021	General	No	Reserves	Fort Bragg Dispatch Reserve Funds	\$ 13,300	\$ 16,500							\$ 16,500		Budget Adopted		
Replace Vehicle Mounted Video Cameras	The Ukiah Police Department has utilized vehicle mounted video cameras within Police vehicles for approximately 20 years, to memorialize officer contacts, criminal conduct, and investigative activities. These video and audio recordings are used as evidence in criminal and civil cases, as well as for internal quality assurance. The current recording equipment has been in use since 2015, and the recording hardware, software and operating system are outdated and have become cumbersome and unreliable. The replacement system would provide for evidentiary data storage and processing as well as technical, software, and hardware support throughout a 5-year purchasing plan.	Police	Police	10020210. 54100	TBD	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery, and Equipment	New	2021	2026	General	No	New Revenues	Grant funding may be available.	\$ 14,604		\$ 32,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 132,000		Not Reviewed		
Replace Tasers	The Ukiah Police Department has deployed Tasers since 2018, utilizing a 5-year purchasing program to maintain current equipment and which provides support for hardware, supplies, and technology through the term of the agreement. The current agreement with Axon expires in 2020.	Police	Police	10020210. 54100	TBD	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery, and Equipment	New	2022	2026	General	No	New Revenues	Grant funding may be available.	\$ 41,345			\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 60,000		Not Reviewed			
Replace Body Cameras	The Ukiah Police Department has deployed body-cameras to memorialize officer contacts, criminal conduct, and investigative activities for more than 10 years. These video and audio recordings are used as evidence in criminal and civil cases, as well as for internal quality assurance. The current purchasing program expires in 2023, and provides for evidence storage, current and reliable equipment, and support for hardware and software for the term of the agreement.	Police	Police	10020210. 54100	TBD	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery, and Equipment	New	2023	2026	General	No	New Revenues	Grant funding may be available.	\$ 98,037			\$ 35,000	\$ 22,000	\$ 22,000	\$ 79,000		Not Reviewed				
SUB-TOTAL:																			\$ 167,286	\$ 16,500	\$ 132,000	\$ 140,000	\$ 175,000	\$ 162,000	\$ 162,000	\$ 787,500				
PUBLIC WORKS DEPARTMENT																														
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status			
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26						
Sweeper Replacement	The existing sweeper, Vehicle #2522, a 2008 Tymco Sweeper, will need to be replaced due to its high use and anticipated hours it will reach. Total cost: \$248,100	Public Works	Streets	10024224. 80100	V2524	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	General	No	New Revenues	Explore financing options.			\$ 325,000						\$ 325,000	Moved from FYE 21 due to COVID-19. Increased the amount from \$248,100.	Reviewed		
Asphalt Zipper - Shared Cost	The current equipment is Equipment #1000, a 1994 Wirtgen W500 Grinder. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$120,000 total	Public Works	Streets	10024620. 80100	E1001	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	General	Yes	Current Revenues	Department plans to set aside funds for this replacement.			\$ 40,000						\$ 40,000	Moved from FYE 23 due to COVID-19. Moved from FYE 24.	Reviewed		
Asphalt Roller Shared Cost	The current equipment is Equipment #1611, a 1995 CAT CB214C Roller. This is CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$66,000 total	Public Works	Streets	10024620. 80100	E1612	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	General	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 22,000					\$ 22,000	Moved from FYE 23 due to COVID-19.	Reviewed		
Asphalt Paver Shared Cost	The current equipment is Equipment #1811, a 1998 LeeBoy Model 1000B Paver. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$210,000 total	Public Works	Streets	10024620. 80100	E1812	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	General	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 70,000					\$ 70,000	Moved from FYE 23 due to COVID-19.	Reviewed		
Bucket Truck Replacement - Shared Cost	There are currently two bucket trucks, Vehicle #2221, a 1992 Ford F450 which is being put into surplus in fiscal year 2017/2018, and Vehicle #2230, a 1995 Ford F450, which will be kept into service until it is replaced. It is used to trim street and park trees, and also assists in hanging banners which promote City services and activities which benefit the community. Two divisions share the cost. Total cost: \$100,000	Public Works	Streets	10024620. 80100	V2224	Shared with 100 Parks	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	General	No	Current Revenues			\$ 50,000							\$ 50,000	Moved to FYE 22. Look for surplus from Electric Utility.	Reviewed		
Water Tender - Shared Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vactor trucks and be available to support mowing and Fire operations. Five divisions share the cost: \$150,000 total	Public Works	Streets	10024620. 80100	V2543	Shared with 100 Parks, 779 Airport, 820 Water, and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues			\$ 50,000							\$ 50,000	Moved to FYE 21. Spent over \$15k this past year for rental of a unit. Moved from FYE 21 due to COVID-19. Moved from FYE 22.	Reviewed		
Flat Rack Truck	Replace existing Flat Rack Truck due to age and mileage.	Public Works	Streets	10024220. 80100	V2236	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	General	Yes	Current Revenues				\$ 62,500						\$ 62,500	Moved from FYE 22 due to COVID-19.	Reviewed		

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JULY 2020																														
3-Yard Dump Truck	Replace existing 3-yard dump truck due to age and mileage.	Public Works	Streets	10024220.80100	TBD	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	General	Yes	Current Revenues								\$ 102,000			\$ 102,000	Moved from FYE 23 due to COVID-19.	Reviewed	
Loader Replacement	Replace existing loader due to CARB requirements.	Public Works	Streets	10024220.80100	TBD	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	General	Yes	Current Revenues				\$ 110,000							\$ 110,000		Reviewed	
Loader and Dump Truck Replacement	Loader and Dump Truck Replacement for 3 years. This equipment is used to maintain and repair the Infrastructure for our citizens. Total cost: \$686,700 -\$500,000	Public Works	Corporation Yard	20824300.80100	18017	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Internal Service	Yes	Current Revenues	Department plans to set aside funds for this replacement.							\$ 500,000			\$ 500,000	Moved from FYE 22 due to COVID-19. Reduced cost from \$750k due to splitting Loader to separate line.	Reviewed	
SUB-TOTAL: \$ - \$ - \$ 525,000 \$ 112,500 \$ 694,000 \$ - \$ - \$ 1,331,500																														
WATER RESOURCES DEPARTMENT																														
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year						Totals	Comments	City Council Status			
												Start	End						20/21	21/22	22/23	23/24	24/25	25/26						
Replace Water Treatment Plant Service Truck	The current vehicle's useful is expected to be exceeded in future years and will need to be replaced.	Water Resources	Water Treatment Plant	82027111.80100	V3754	N/A	David Kirch	dkirch@cityofukiah.com	935 River Street	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues					\$ 50,000					\$ 50,000	Moved from FYE 23.	Reviewed		
Convert Chlorine Gas to Liquid Chlorine at Water	This project will replace chlorine gas at the Water Treatment Plant and convert to Liquid Chlorine for safety reasons	Water Resources	Water Treatment Plant	82027111.80100	18133	N/A	Michelle Wagenet	mwagenet@cityofukiah.com	Water Treatment Plant	Infrastructure	New	2020	2024	Enterprise	Yes	Current Revenues		\$ 50,000			\$ 270,000					\$ 320,000	Was budgeted FYE 20, moved to start in FYE 21 due to COVID-19. Moved \$270k from FYE 22.	Budget Adopted		
Utility Transport Vehicle	New Kubota Utility Cart needed.	Water Resources	Water Treatment Plant	82027111.80100	TBD	N/A	David Kirch	dkirch@cityofukiah.com	935 Rivers Street	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues				\$ 21,000						\$ 21,000		Not Reviewed		
Replace Turbidimeters	Replace Turbidimeters at Water Treatment Plant.	Water Resources	Water Treatment Plant	82027111.80100	TBD	N/A	Michelle Wagenet	mwagenet@cityofukiah.com	935 River Street	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues					\$ 75,000					\$ 75,000		Not Reviewed		
Transfer Pump	Purchase a transfer pump for emergency use at the Backwash Basins and Interties	Water Resources	Water Treatment Plant	82027111.80100	TBD	N/A	David Kirch	dkirch@cityofukiah.com	935 River Street	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues				\$ 35,000						\$ 35,000		Not Reviewed		
Water Meter Replacements	Upgrade aged meter in order to provide increased service efficiency.	Water Resources	Water Operations	82027114.80100	18074	N/A	Jarod Thiele	jthiele@cityofukiah.com	Various	Vehicles, Machinery & Equipment	New	2020	2026	Enterprise	Yes	Current Revenues		\$ 20,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 270,000	Ongoing - reduced FYE 21 from \$50k, added \$50k to FYE 24 due to COVID-19. Added funding for FYE 25 and 26.	Budget Adopted			
Generators for Water Well and Booster Pump Station	Due to the anticipation of future Public Safety Power Shutoff events caused by PG&E, backup generator will be needed for Water Well 9 and the Booster Pump Station for Pressure Zone two.	Water Resources	Water Operations	82027111.80100	18198	N/A	David Kirch	dkirch@cityofukiah.com	Various	Vehicles, Machinery & Equipment	New	2020	2021	Enterprise	Yes	Current Revenues		\$ 160,000								\$ 160,000		Budget Adopted		
Replace Water/Sewer Operations Call Truck - Shared Cost	The current vehicle's useful is expected to be exceeded in future years and will need replaced	Water Resources	Water Operations	82027114.80100	V3753	Shared with 840 Sewer	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 30,000					\$ 60,000		Reviewed			
		Water Resources	Sewer Operations	84027221.80100	V3753	Shared with 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 30,000										
Replace Water/Sewer Operations Call-Out Truck - Shared Cost	The current vehicle's useful life is expected to be exceeded in future years and will need replaced	Water Resources	Water Operations	82027114.80100	TBD	Shared with 840 Sewer	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues					\$ 20,000				\$ 40,000		Not Reviewed			
		Water Resources	Sewer Operations	84027221.80100	TBD	Shared with 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues					\$ 20,000									
Asphalt Zipper - Shared Cost	The current equipment is Equipment #1000, a 1994 Wirtgen W500 Grinder. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$120,000 total	Water Resources	Water Operations	82027114.80100	E1001	Shared with 100 Streets and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.			\$ 40,000					\$ 80,000	Moved from FYE 23 due to COVID-19. Moved from FYE 24.	Reviewed			
		Water Resources	Sewer Operations	84027221.80100		Shared with 100 Streets and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.			\$ 40,000										
Asphalt Roller - Shared Cost	The current equipment is Equipment #1611, a 1995 CAT CB214C Roller. This is CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$66,000 total	Water Resources	Water Operations	82027114.80100	E1612	Shared with 100 Streets and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 22,000				\$ 88,000	Moved from FYE 23 due to COVID-19.	Reviewed			
		Water Resources	Sewer Operations	84027221.80100		Shared with 100 Streets and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.			\$ 66,000										
Asphalt Paver - Shared Cost	The current equipment is Equipment #1811, a 1998 LeeBoy Model 1000B Paver. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$210,000 total	Water Resources	Water Operations	82027114.80100	E1812	Shared with 100 Streets and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 70,000				\$ 140,000	Moved from FYE 23 due to COVID-19.	Reviewed			
		Water Resources	Sewer Operations	84027221.80100		Shared with 100 Streets and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.			\$ 70,000										
Vector Replacement - Shared Cost	The existing vehicle, Vehicle #2515, a 2009 VacCon V350 LHA, will need to be replaced as it will be soon reaching its end-of-life. This equipment assists in repairing and maintaining the Water Distribution and Sewer Collection System in order to provide services to our rate payers. Two divisions share the cost: \$450,000 total	Water Resources	Water Operations	82027114.80100	V2518	Shared with 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	No	Current Revenues				\$ 225,000					\$ 450,000	Electric Utility Department needs will also be considered. Revised budget amount from \$150k. (Revision after rate study.) Moved from FYE 21 due to COVID-19. Moved from FYE 23.	Reviewed			
		Water Resources	Sewer Operations	84027221.80100		Shared with 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	No	Current Revenues			\$ 225,000											

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Water Tender - Shared Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vactor trucks and be available to support mowing and Fire operations. Five divisions share the cost: \$150,000 total	Water Resources	Water Operations	82027114-80100	V2543	Shared with 100 Parks, 100 Streets, 779 Airport and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$	40,000						\$	80,000	Moved to FYE 21. Revised budget amount from \$35k. (Revision after rate study.) Spent over \$15k this past year for rental of a unit. Moved from FYE 21 due to COVID-19. Moved from FYE 22.	Reviewed						
		Water Resources	Sewer Operations	84027221-80100	V2543	Shared with 100 Parks, 100 Streets, 779 Airport and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$	40,000															
Loader Replacement	Replace existing loader due to CARB requirements.	Water Resources	Water Operations	82027114-80100	TBD	Shared with 100 Streets and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	110,000							\$	220,000		Reviewed						
		Water Resources	Sewer Operations	84027221-80100		Shared with 100 Streets and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	110,000																
Ford/Orchard Lift Station Upgrade	This needs upgrading to change from single to three phase power, installing two new pumps, the pump guides, and the discharge valves.	Water Resources	Sewer Operations	84027221-80100	18134	N/A	David Kirch	dkirch@cityofukiah.com	Ford/Orchard	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	200,000							\$	200,000	Moved from FYE 20 and revised budget from \$100k. (Revised since rate study.) Moved from FYE 21 due to COVID-19.	Budget Adopted						
Generators for Sewer Lift Stations	Due to the anticipation of future Public Safety Power Shutoff events caused by PG&E, backup generator will be needed for the three Sewer Lift Stations	Water Resources	Sewer Operations	84427221-80100	18199	N/A	David Kirch	dkirch@cityofukiah.com	Various	Vehicles, Machinery & Equipment	New	2020	2021	Enterprise	Yes	Current Revenues		\$	105,000								\$	105,000	(Not on CIP during rate study.)	Budget Adopted						
Telescoping Lift	This equipment is needed at the Wastewater Treatment Plant to assist in maintaining the facility which provides Waste Water Treatment for the City and the Ukiah Valley Sanitation District.	Water Resources	Wastewater Treatment Plant	84027225-80100	E1718	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	20,000							\$	20,000	Rebudgeted FYE 20. Moved from FYE 20 due to COVID-19. Increased the amount from \$12k.	Reviewed						
Digester Rehabilitation and Methane Scrubber	Methane Scrubbers are needed in order to clean the methane gas to provide an alternate energy source to operate the boilers at the Wastewater Treatment Plant, which will in turn decrease the City's energy cost at the plant.	Water Resources	Wastewater Treatment Plant	84027225-80100	18135	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2019	2025	Enterprise	Yes	Current Revenues	Cost will be offset by saving in the purchase of natural gas					\$	1,500,000				\$	1,500,000	Moved from FYE 22 due to COVID-19.	Reviewed						
SCADA Upgrade at Waste Water Treatment Plant	Upgrade the ancient SCADA system at the Wastewater Treatment Plant.	Water Resources	Wastewater Treatment Plant	84427221-80100	18137	N/A	David Kirch	dkirch@cityofukiah.com	Wastewater Treatment Plant	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	200,000							\$	200,000	Move from FYE 20. (Revision after rate study.) Moved from FYE 21.	Budget Adopted						
VFD Installation at Wastewater Treatment Plant	This project will involve installing Variable Frequency Drives on various points in the treatment process	Water Resources	Wastewater Treatment Plant	84427221-80100	18138	N/A	David Kirch	dkirch@cityofukiah.com	Wastewater Treatment Plant	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	90,000							\$	90,000	Increased from \$55,700.	Reviewed						
Replace Ford Ranger	Replace Ford Ranger at the Wastewater Treatment Plant.	Water Resources	Wastewater Treatment Plant	84027225-80100	V4544	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	40,000							\$	40,000	(Not on CIP during rate study.) Moved from FYE 21 due to COVID-19.	Reviewed						
Utility Transport Vehicle	New Kubota Utility Cart needed.	Water Resources	Wastewater Treatment Plant	84027225-80100	TBD	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	21,000							\$	21,000		Not Reviewed						
Recondition Yardney Filters	Recondition the filters that produce in-house plant utility wash water.	Water Resources	Wastewater Treatment Plant	84027225-80100	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	65,000							\$	65,000		Not Reviewed						
Install Flow Sensors	Install Flow Sensor on the effluent at the Chlorine Contact Basins.	Water Resources	Wastewater Treatment Plant	84027225-80100	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	20,000							\$	20,000		Not Reviewed						
Belt Filter Press Replacement	This project will replace the existing Belt Filter Press Equipment which has passed its useful life.	Water Resources	Wastewater Treatment Plant	84027225-80100	TBD	N/A	David Kirch	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	1,000,000							\$	1,000,000		Not Reviewed						
Vibration Monitoring Equipment	Install vibration monitoring equipment on motors to identify bearing deterioration.	Water Resources	Wastewater Treatment Plant	84027225-80100	TBD	N/A	David Kirch	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	30,000							\$	30,000		Not Reviewed						
Upgrade PLCs	Upgrade old Programmable Logic Controls.	Water Resources	Wastewater Treatment Plant	84027225-80100	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$	350,000							\$	350,000		Not Reviewed						
SUB-TOTAL:																		\$	-	\$	335,000	\$	2,942,000	\$	265,000	\$	588,000	\$	1,550,000	\$	50,000	\$	5,730,000			
TOTALS FOR VEHICLES, MACHINERY & EQUIPMENT:																		\$	250,972	\$	932,000	\$	7,192,000	\$	815,700	\$	1,512,000	\$	1,752,000	\$	1,712,000	\$	13,915,700			

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2020

Definition of terms used:	
Project Name	The name of the project.
Project Description	Provides a description and additional narrative to assist in the understanding of the need and value of the proposed project.
Division	The specific division within the identified department where the expenditure will be made within the budget
Org/Object	The proposed account code where the expense will be accounted for
Project Number	The number assigned to track all expenses related to the project.
Allocation to Multi-funds	Indicates if the cost of the proposed cost is shared. In this case, here it will state what other funds are sharing the cost.
Project Status	This indicates whether the project is "NEW", "IN PROGRESS", "ONGOING" or "COMPLETED".
Project Timeline	General calendar year "start" and "end" date.
Funding Source	The Fund the actual expense will come out of.
Funding Identified	"Yes" indicating funding has been identified and will be available, "No" indicating funding has not yet been identified and is unavailable.
Funding Type	"Reserves" indicates it is, or is planned to be, transferred from a reserve account, "Current Revenues" means that the expenditure is anticipated to funded by existing revenues at the time of the purchase, "New Revenues" means that a funding source other than current revenues will be used, including or grant funding or fundraising.
Funding Type Add 'l Comments	To further explain, as necessary, the funding type used selected.
Costs to date	Costs spent on the project.
Estimated Costs per Fiscal Year	Costs estimated to be spent in each of the fiscal years.
Totals	The sum of the five year estimate for each project.
Comments	Additional information as needed.
City Council Status	"Not Reviewed"- First time that Council has been presented the project; "Reviewed" - Council has been presented the project during an agendized meeting; "Explore" - Council has reviewed and has asked staff to further explore; "Reviewed and Supported" - Council has reviewed and supports the placement of the project on the CIP Plan; "Budget Adopted" - Council has approved the project through the Council action that takes place throug either the full budget adoption process, or through a specific agendized item brought to Council

*Refer to last page of this document for definition of terms used.



AGENDA SUMMARY REPORT

SUBJECT: Review and Update, if Warranted, the Ukiah City Council Strategic Plan.

DEPARTMENT: City Manager / Admin

PREPARED BY: Sage Sangiacomo, City Manager

PRESENTER: Sage Sangiacomo, City Manager

ATTACHMENTS:

1. City Council Strategic Plan 2021-22 Draft 02-12-21

Summary: Each year during the annual budget process, the Ukiah City Council reviews and updates the City's Strategic Plan.

Background: The Strategic Plan provides a framework that prioritizes focus on core functions and ensures City Departments are working together to meet the needs of our residents and businesses as directed by the City Council. The priorities identified in the Plan will guide decision-making to desired outcomes through strategies and specific actions.

The priorities, strategies and actions that make up the strategic plan evolve over time with the changing needs of the community and organization.

- **Priorities** are broad guiding statements that describe the hopes of the community for the future. A priority may never be completely attainable but it is used as a point towards which to strive.
- **Strategies** describe what is needed to move the City in the direction of completing each priority.
- **Actions** outline specific steps to be taken to achieve the strategy. Actions are further defined, detailed, and assigned as objectives within each departmental budget.

During the annual budget process, the City Council reviews and modifies the Plan as necessary and sets annual objectives for all departments that are in line with the City's priorities.

Discussion: The City Council will review and discuss the Strategic Plan (Attachment #1). Over the course of the next few months, the City Council will be engaging with Departments to review current midyear operations and proposed objectives for the upcoming Fiscal Year 21-22.

Note: Most recently, a fifth strategic priority titled Enhance Our Neighborhoods that focuses on quality of life related services, programs, and places was added by the City Council.

Recommended Action: Review the Ukiah City Council Strategic Plan and provide direction as may be warranted to update the document.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: City Council

Approved: 
Sage Sangiacomo, City Manager



The Strategic Plan provides a comprehensive framework that prioritizes focus on core functions and ensures City Departments are working together to meet the needs of our residents and businesses. The priorities identified in the Plan will guide decision-making to desired outcomes through strategies and specific actions.

The priorities, strategies and actions that make up the strategic plan evolve over time with the changing needs of the community and organization. During the annual budget process, the City Council reviews and modifies the Plan as necessary and sets annual objectives for all departments that are in line with the City's priorities. In addition, successful development and implementation of the Strategic Plan requires continued engagement, collaboration, and review with our commissions and citizens.

Outcomes

The primary outcomes for the Strategic Planning Process are threefold:

1. Create alignment among Councilmembers, City Staff, and the Community 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.

General Principles

A set of accepted guidelines formed to capture values and priorities that transcend broadly to the strategic plan.

- Our strategies and approaches maintain or enhance the positive characteristics of our community.
- Our decisions reflect fiscal responsibility, reliability, sustainability, and affordability with an understanding and consideration of impacts to the entire organization.
- We look to partner with our community members to promote greater ownership and involvement in their services.
- We look for strategies that increase efficiencies while enhancing customer service.
- Where applicable, we adjust rates and fees to reflect changes in the economy and cost of services.

Components of the Plan

- **Priorities** are guiding statements that describe desired outcomes for our community and organization. A priority may not be completely attainable, but it is used as a point towards which to strive.
- **Strategies** describe what is needed to move the City in the direction of completing each priority.
- **Actions** outline specific steps to be taken to achieve the strategy. Actions are further defined, detailed, and assigned as objectives within each departmental budget.

Strategic Plan Priorities

Enhance Our Neighborhoods: Foster a sense of small-town life by embracing our diversity and supporting our residents with quality services and vibrant places (People, Places, & Services)

Develop Quality Infrastructure: Implement a prioritized plan for maintaining and improving public infrastructure and utilities

Plan for the Future: Utilize sound principles for valley-wide planning

Grow our Businesses: Facilitate the development of a sound local economy that attracts investment, promotes economic diversity, supports businesses, creates employment opportunities, and generates public revenues

Value our Team: Ensure Council and staff work together to create a more responsive and effective workplace environment



Enhance Our Neighborhoods

Foster a sense of small-town life by embracing our diversity and supporting our residents with quality services and vibrant places
(People, Places, Services)

Recommended Strategy:

Build neighborhoods that provide access to a compatible balance of housing, employment, commercial, medical, education, and recreational resources.

Actionable Items:

- Implement a housing plan that works to support the development of all types of housing
- Engage with our neighborhoods to align services with their changing needs
- Seek funding opportunities and partnerships to update and add park and recreational facilities
- Work to preserve, conserve, and protect the natural resources/features of the Ukiah Valley and open space
- Develop a transportation network that provides safe and efficient access to all parts of the city and emphasizes infrastructure that makes it easy to walk and bike

Recommended Strategy:

Provide services that support a high quality of life for all residents

Actionable Items:

- Ensure the safety of our community through proactive and responsive policing and fire services
- Promote healthy neighborhoods with access to quality recreational opportunities
- Work with partnering agencies and stakeholders to address the needs of the community's most disadvantaged



Develop Quality Infrastructure

Implement a prioritized plan for maintaining and improving public infrastructure and utilities

Recommended Strategy:

Continue the development and maintenance of a comprehensive Capital Improvement Plan.

Actionable Items:

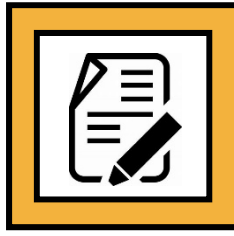
- *Determine current conditions, needs and opportunities, and focus on specific capital improvement projects for the following areas:*
 - o Streets
 - o Sewer
 - o Storm drains
 - o Water
 - o Electric
 - o Landfill

Recommended Strategy:

Identify and/or develop funding for essential and vital infrastructure for the long-term.

Actionable Items:

- Conduct regular evaluation of utility rates to ensure sustainability of services
- Explore and seek grant funding
- Evaluate a potential trench cut fee to protect the community's investment



Plan for the Future

Utilize sound principles for valley-wide planning

Recommended Strategy:

Review and revise land use planning documents to be reflective of the long-term vision for the community

Actionable Items:

- Update the Ukiah General Plan
- Update the City of Ukiah's sphere of influence (SOI)
- Prepare and adopt annexation policies
- Evaluate and amend the city zoning code to improve efficiencies/public service and protect natural resources

Recommended Strategy:

Analyze and consider opportunities for regional partnerships that support or improve the delivery of municipal services

Actionable Items:

- Develop tax sharing agreement with the County of Mendocino
- Implement the participation agreement with the Ukiah Valley Sanitation District
- Continue the development of a plan for the delivery of fire services for the Ukiah Valley



Grow Our Businesses

Facilitate the development of a sound local economy that attracts investment, promotes economic diversity, supports businesses, creates employment opportunities, and generates public revenues

Recommended Strategy:

Identify and remove barriers to economic development while leveraging economic opportunities

Actionable Items:

- Leverage partnerships with other local agencies and stakeholders to provide economic development resources and services for the retention and recruitment of businesses
- Identify and support the development of public infrastructure needed to support growth

Recommended Strategy:

Develop and preserve the downtown historic place as a regional center of civic and economic activity.

Actionable Items:

- Develop a plan to identify and attract anchor tenants to the downtown core
- Continue efforts to affect positive change with the Palace Hotel
- Coordinate with the County and State for a reuse plan for the Courthouse
- Evaluate and implement Downtown Streetscape Improvement Plan
- Support public infrastructure development at the Perkins Street Depot site in support of the courthouse development and buildout of the property
- Develop and implement an improved downtown parking plan



Value our Team

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

Recommended Strategy:

Promote core values that are embedded in the operational culture of the organization

Actionable Items:

- Redefine organizational practices to embed core values (Professionalism, Service, Teamwork, Innovation, and Safety)

Recommended Strategy:

Develop open communication and workflow practices that cultivate invested team members and community awareness/involvement

Actionable Items:

- Develop and expand a public education and outreach plan
- Continue to redesign City Council workflow calendaring and ad-hoc/committee files