City of Ukiah

City Council

Special Meeting
AGENDA

Civic Center Council Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link: https://zoom.us/j/97199426600

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- ***Enter the Access Code: 971 9942 6600***
- ***To Raise Hand enter *9***
- ***To Speak after being recognized: enter *6 to unmute yourself***

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US: +16699009128,,97199426600# or +12532158782,,97199426600#

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March 15, 2023 - 4:00 PM

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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 that is within the subject matter jurisdiction of the City Council, 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 Departmental Budget and Objectives Progress Review for Fiscal Year 2022-23, Review of Draft Objectives, and review of Individual Departmental Five-Year Capital Improvement Plan Updates for Fiscal Year 2023-24.

Recommended Action: Council to receive, review, consider, and discuss updates on current stated objectives. In addition, the Council will review preliminary draft departmental objectives, as well as individual departmental Five-Year Capital Improvement Plan updates for the fiscal year 2023-24.

Attachments:

1. CIP -5 year-FYE 2024 - Draft - CM only 3-10-23
2. CIP -5 year-FYE 2024 - Draft - ComDev only 3-10-23
3. CIP -5 year-FYE 2024 - Draft - EUD only 3-10-23
4. CIP -5 year-FYE 2024 - Draft - Airport only 3-10-23

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 24 hours prior to the meeting set forth on this agenda.

Kristine Lawler, CMC
Dated: 3/10/23

City of Ukiah

AGENDA SUMMARY REPORT

SUBJECT: Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 2022-23, Review of Draft Objectives, and review of Individual Departmental Five-Year Capital Improvement Plan Updates for Fiscal Year 2023-24.

DEPARTMENT: Finance
PREPARED BY: Jessie Brunell, Senior Accountant
PRESENTER: Dan Buffalo, Finance Director

ATTACHMENTS:
1. CIP -5 year-FYE 2024 - Draft - CM only 3-10-23
2. CIP -5 year-FYE 2024 - Draft - ComDev only 3-10-23
3. CIP -5 year-FYE 2024 - Draft - EUD only 3-10-23
4. CIP -5 year-FYE 2024 - Draft - Airport only 3-10-23

Summary: Council will continue to receive and consider a mid-year budget review and planning agenda for select departments.

Background: 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, 2022, 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 March and April.

Discussion: Departments presenting at this meeting are the City Manager's Office, Community Development, Electric Utility Department, and the Airport.

**Note: Chrome is the required browser to view the Mid-Year Review 2022-23 stories in Open.Gov, as Internet Explorer is not compatible.*

Midyear Review of 2022-23 Department Objectives and Accomplishments and Review of Draft 2023-24 Department Objectives (Note- This is an active draft document and departments will continue to make minor revisions): https://stories.opengov.com/ukiahca/published/0gqlargKvSP

Each department and division report contains the following sections:

- Department purpose and basic description
- Services provided
- Personnel information
- Objectives and accomplishments:
    - For the purposes of this report, current and proposed objectives for the coming year are included
    - Objectives are delineated by near, intermediate, and long-term
    - Individual objectives are assigned a unique identifier presented by year initiated and order of sequence for the year (e.g. an objective that is first identified in fiscal year 2022 and is the first objective identified by the department in that year would be assigned 2022-1, the next in the same year would be 2022-2, etc.)

    - Department comments have been updated where appropriate and convey the current status of each objective.
- Budget to actual information related to expenditures, compared to the same six-month period for the prior two years.

Additionally, each individual department's Five-Year Capital Improvement Plan updates have been provided as the following attachments:
Attachment 1 - City Manager's Office
Attachment 2 - Community Development Department
Attachment 3 - Electric Utility Department
Attachment 4 - Airport

Please note that the redesign of the five-year CIP is already underway following the March 1, 2023 Council meeting, and is reflected in the attachments.

Recommended Action: Council to receive, review, consider, and discuss updates on current stated objectives. In addition, the Council will review preliminary draft departmental objectives, as well as individual departmental Five-Year Capital Improvement Plan updates for the fiscal year 2023-24.

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

ATTACHMENT 1

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
CITY MANAGER'S OFFICE ONLY

VEHICLES, MACHINERY & EQUIPMENT

CITY MANAGER DEPARTMENT

Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Parking Meter Replacement	Replacing parking meters. **Add'l Comments:** Funded by line of credit loan proceeds being secured by Finance as part of a larger capital improvement funding strategy. Moved from FYE 20 year. Installation will coincide with Streetscape Project. Funding secured through bond issuance; project put on hold due to COVID-19 and will resume when market conditions allow. Moved from FYE 21. Project put on hold due to COVID-19 and will resume when market conditions allow. Moved from FYE 22. Project moved from FYE 25 to coincide with anticipated development in the downtown.	64012600.80230	18165	N/A	Downtown	Deferred	Enterprise	Yes					~~$ 400,000~~	$ 400,000			$ 400,000	Reviewed	
									SUB-TOTAL:	$ -	$ -	$ -	$ 400,000	$ 400,000	$ -	$ -	$ 400,000		

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.
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", "DEFERRED", or "COMPLETED".
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 Source 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 through either the full budget adoption process, or through a specific agendized item brought to Council.
Shovel Ready	Project is ready to be sent out to bid.

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

ATTACHMENT 2

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
COMMUNITY DEVELOPMENT ONLY

VEHICLES, MACHINERY & EQUIPMENT

COMMUNITY DEVELOPMENT

Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Code Enforcement Inspector Vehicle	Purchase of a Ford F150 Lightning EV for the Code Enforcement Inspector. **Add'l Comments:**	10023200.80100	BD	N/A	N/A	New	General	Yes				$ 50,000					**$ 50,000**	Not Reviewed	X
									SUB-TOTAL:	**$ -**	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 50,000**		

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.
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", "DEFERRED" or "COMPLETED".
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 Source 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 through either the full budget adoption process, or through a specific agendized item brought to Council.
Shovel Ready	Project is ready to be sent out to bid.

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

ATTACHMENT 3

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
ELECTRIC UTILITY ONLY

FACILITIES/BUILDINGS/LAND

ELECTRIC UTILITY DEPARTMENT

Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
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. **Add'l Comments:** Expanded scope including re-roof task. Reduced FYE 20 by $1.550 mil and moved into FYE 21. Project is currently out to bid. Increased FYE 22 from $120k, and FYE 23 from $30k. Project is 60% complete. Supply chain issues with electrical equipment. Delayed. Moved $750k to FYE 23 for interior improvements. Project bid specifications are near completion, and is anticipated to be awarded this Spring. Estimates for the interior redesign of the building have exceeded the budget in the 22/23 year by nearly double. Budget amendment will likely be necessary at time of project award.	80126100.80220	17023	N/A	1350 Hastings Road	In Progress	Enterprise	Yes	Mostly covered by Series 2022 Electric Revenue Bonds	$ 3,416,861	$ 750,000						$ 750,000	Budget Adopted	X
Renewable Resource Development - Solar	Renewable energy development for the Utility's resource portfolio in meeting the States green energy mandates. **Add'l Comments:** 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. Increased FYE 22 and FYE 24 from $50k, reduced FYE 25 from $1 mil. Pushed to 22/23 fiscal year, and increased overall amount from $2,750,000 due to size of Hasting solar system.	80126100.80220	ECC01	N/A	1350 Hasting Road	In Progress	Enterprise	Yes		$ 55,000	$ 2,000,000	$ 1,500,000	$ 1,000,000	$ 1,000,000			$ 5,500,000	Budget Adopted	X
Hydroelectric Plant Warehouse, Shop and Restroom	Needed to store hydro specialized plant materials, spare parts, provides staff workspace and restroom/sink facilities. **Add'l Comments:** Moved from FYE 21 due to COVID-19. Received approval from Army Corp to tie into water line. Pushed to 22/23 FY and increased funding due to inflation. Moved from FYE 23.	80126100.80230	18038	N/A	1229 Lake Mend. Dr	In Progress	Enterprise	Yes	Series 2022 Electric Revenue Bonds		~~$225,000~~	$225,000					$ 225,000	Budget Adopted	
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. **Add'l Comments:** $20k moved from FYE 21, and $300k from FYE 22 due to COVID-19. Moved to 23/24 due to heavy workload.	80126100.8023	18046	N/A	TBD	New	Enterprise	Yes				$ 300,000					$ 300,000	Reviewed	
Material Storage Yard	Purchase of land for material storage yard. **Add'l Comments:** Moved from FYE 22. Moved from FYE 24. Prioritization and funding source(s) under review. Estimated cost is $75k. Exploring the Urban Greening Grant for possible funding. Moved from FYE 23, and added $100k.	80126100.80210	18263	N/A	TBD	New	Enterprise	Yes			~~$150,000~~		$250,000				$ 250,000	Budget Adopted	
									SUB-TOTAL:	$ 3,471,861	$ 3,125,000	$ 2,025,000	$ 1,250,000	$ 1,000,000	$ -	$ -	$ 7,025,000		

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

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
ELECTRIC UTILITY ONLY

INFRASTRUCTURE

ELECTRIC UTILITY DEPARTMENT

Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Upgrade fish hatchery pumps and controls (Hydro)	Upgrade fish hatchery pumps and flow meters. **Add'l Comments:** Spec complete for pump replacement. Changed description to clarify scope. Moved from FYE 22, and added $60k. Approved for bidding on 2/1/23, budget amendment approved to match engineering estimate. Increased amount from $260k.	80126100.80230	18037	N/A	1229 Lake Mend. Dr	New	Enterprise	Yes			$ 432,000						**$ 432,000**	Budget Adopted	
Automate Station Light & Power, Pump & Generator Controls (Hydro)	Replace station light & power, upgrade station service switchgear. **Add'l Comments:** Moved from FYE 21, and increased from $80k. Design to be outsourced, engineering budgeted for 21/22. Pushed to 22/23 and increased budget from $120k due to inflation. Moved from FYE 23. Design underway. Following design, bidding and work to be completed in FYE 24.	80126100.80230	18118	N/A	1229 Lake Mend.	In Progress	Enterprise	Yes			~~$ 150,000~~	$ 150,000					**$ 300,000**	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. **Add'l Comments:** 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. Moved forward by 1 year, project completing 23/24. Pushed out one year, waiting on agreement with Fairgrounds. Budget increased due to inflation and inclusion of labor in construction costs. Moving project budget from starting in FYE 23.	80126100.80230	18041	N/A	Ukiah Electric Sys	In Progress	Enterprise	Yes		$ 3,774	~~$ 225,000~~	$ 225,000	$ 150,000	$ 75,000			**$ 450,000**	Budget Adopted	
Oak Manor Circuit Balancing	Install 3 phase into Oak Manor with special equipment to balance circuits. **Add'l Comments:** New project to balance feeder circuits.	8012610.80230	TBD	N/A	Ukiah Electric Sys	New	Enterprise	Yes				$ 30,000	$ 300,000				**$ 330,000**	Reviewed	
Replace Accumulators at Hydro for Tainter Operation	Replace accumulators for redundancy of tainter operation. **Add'l Comments:** Replace accumulators for redundancy of tainter valve operation. Tested redundancy and moving from FYE 24.	8012610.80230	TBD	N/A	1229 Lake Mend. Dr	New	Enterprise	Yes				~~$ 100,000~~	$ 100,000				**$ 100,000**	Reviewed	
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. **Add'l Comments:** UG Capital Projects >$10,000 Added funding for FYE 26 and 27.	80126100.80230	18043	N/A	Ukiah Electric Sys	On-going	Enterprise	Yes		$ 1,010,446	$ 235,000	$ 235,000	$ 235,000	$ 235,000	$ 235,000		**$ 1,175,000**	Budget Adopted	X

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

Overhead Capital System Improvements (<$50,000 each)	Transformer replacement and upgrades, system capacity improvements and protection, control, monitoring and Communication enhancements. **Add'l Comments:** Reduced FYE 20 by $140k, and reduced all future years to $250k/yr. Increased FYE 21 from $250k. Added funding for FYE 26 and 27. Added funding for FYE 27.	80126100.80230	18044	N/A	Ukiah Electric Sys	On-going	Enterprise	Yes		$ 775,640	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000		**$ 1,250,000**	Budget Adopted	**X**
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. **Add'l Comments:** Moved from beginning FYE 21 due to COVID-19. Project was spread between FYE 22 and FYE 23. Combined into FYE 22 and reduced by $30k. Moved to 23/24-24/25 due to workload.	80126100.80230	18047	N/A	1229 Lake Mend. Dr	New	Enterprise	Yes				$ 20,000	$ 300,000				**$ 320,000**	Reviewed	
Oak Manor Dr. Overhead to Underground Conversion	Install cable and associated equipment for replacing the overhead facilities. **Add'l Comments:** Reduced amount from $500k, moved from FYE 21. Moved from FYE 22. Increased amount from $200k. Funding from 2022 bonds, funding increased to include AT&T and Comcast for joint trench project, approx. 40% to be reimbursed by AT&T and Comcast. Per Council directive, undergrounding focus will be redirected to Talmage, the completion of Oak Manor is being pushed until adequate rate revenue is available.	80126100.80230	18121	N/A	Oak Manor Dr.	New	Enterprise	Yes					~~$ 800,000~~		$ 800,000		**$ 800,000**	Reviewed	**X**
~~System Modifications for Fire Mitigation Efforts~~	~~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.~~ **~~Add'l Comments:~~** ~~Reduced amount for FYE 20 from $80k, and amounts from $200k FYE 22 onward. Shifted budget forward from FYE 22, and reduced yearly amount from $100k.~~ **Removing. Work will be completed in the Fire Mitigation project.**	~~80126100.80230~~	~~18124~~	~~N/A~~	~~Various~~	~~New~~	~~Enterprise~~	~~Yes~~			~~$ 50,000~~	~~$ 50,000~~	~~$ 50,000~~	~~$ 50,000~~	~~$ 50,000~~		~~$ 250,000~~	~~Budget Adopted~~	
Hydroelectric Plant Transfer Trip Upgrade	Upgrade existing and provide redundancy for Hydro transfer trip circuit. **Add'l Comments:** Reduced amount for FYE 20 from $225k, and added funds to FYE 21. Moved from FYE 21. Moved budget from FYE 22, increased overall amount from $195k due to inflation, and added budget to subsequent years to include radio redundancy. Moved from beginning in FYE 23 in order to complete preliminary work that will be completed as part of Streetscape Phase	80126100.80230	18125	N/A	Hydro Plant	New	Enterprise	Yes		$ 15,545	~~$ 275,000~~	$ 275,000	$ 50,000	$ 50,000			$ 375,000	Budget Adopted	**X**
State St. Underground Phase II, District 5: Overhead to Underground	Relocates or underground overhead electric, phone and cable TV utilities - Henry to Norton, Mill to Gobbi. Will be part of the overall Streetscape project. **Add'l Comments:** Budget increased from $885k to fund complete joint trench project. Approximately 40% to be reimbursed by AT&T and Comcast, balance covered by Series 2022 Electric Revenue Bonds. Project scheduled to go out to be in April 2023.	80126100.80230	18259	N/A	State Street	New	Enterprise	Yes	Approximately 40% Reimbursed by AT&T and Comcast, balance Series 2022 Electric Revenue Bonds	$ 30,261	$ 2,400,000						**$ 2,400,000**	Budget Adopted	
Fire Mitigation Grant Matching	Matching 25% funds for FEMA HMG for fire mitigation undergrounding, vegetation management and design services. Electric equipment and wire. Locations include Clay and Standley Streets, Park Boulevard, Barnes and Jones. **Add'l Comments:** Increased overall amount from $850k. Moved from FYE 22. Grant received Feb. 2022, 25% grant matching funds. Design completed. Waiting on a few easements before going out to bid. Work likely won't stat until summer '23. Pushing out project start from FYE 23.	80126100.80230	18260	N/A	Multiple	New	Enterprise	Yes	75% Covered by FEMA Hazard Mitigation Grant		~~$ 1,500,000~~	$ 1,500,000	$ 1,500,000	$ 1,000,000			**$ 4,000,000**	Budget Adopted	X
Western Hills	Electrical infrastructure for Western Hills development. **Add'l Comments:** Added remainder of funds to cover cable/equipment installation.	80126100.8023	18350	N/A	Western Hills	New	Enterprise	Yes	Series 2022 Electric Revenue Bonds	$ 243,549	$ 525,000	$ 275,000					$ 800,000	Budget Adopted	**X**

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

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
ELECTRIC UTILITY ONLY

Gobbi St. UG Service Installation	Installation of wire for individual parcel services. Locations include Gobbi, Marshall & Leslie Streets. **Add'l Comments:** Service infrastructure installation to parcels. Following completion of the main line installation, staffing pulled to State Street UG project. Service installation required to complete conversion and removal of overhead.	80126100.80230	18351	N/A	Multiple	New	Enterprise	Yes	Series 2022 Electric Revenue Bonds		$ 350,000						**$ 350,000**	Budget Adopted	**X**
Cherry Circuit (102) Extension Across 101	Extend Cherry Circuit (102) to back feed 303 Circuit to provide redundancy to southeast Ukiah. **Add'l Comments:**	80126100.8023	TBD	N/A	S.E. Ukiah	New	Enterprise	Yes							$ 800,000		**$ -**	Reviewed	
Replace 6 Solid Conductor	Replace aging copper conductor. **Add'l Comments:** Increased FYE 24 budget from $20k, and removed budget in FYE 26.	80126100.80230	TBD	N/A	Various	New	Enterprise	Yes				$ 100,000	$ 100,000	~~$ 100,000~~			**$ 200,000**	Reviewed	**X**
Fiber Optic Cable Extension	Extend fiber optic to Electric Service Center for Substation Visibility and Hydroelectric Control. **Add'l Comments:**	80126100.80230	TBD	N/A	1350 Hastings	New	Enterprise	Yes					$ 20,000	$ 500,000			$ 520,000	Reviewed	
Pole Replacement Project	Replace poles identified by the 2022 10-year pole inspection. **Add'l Comments:** Increased from $850k due to inflation. Anticipate needing to replace 100 poles	80126100.8023	TBD	N/A	Various	New	Enterprise	Yes				$ 1,000,000					**$ 1,000,000**	Reviewed	
Upgrade to 3 Phase on Observatory to Redwood Avenue	Add additional phase for future generation project on Western Hills. **Add'l Comments:** Moved from FYE 23 due to workload/lack of staff to complete.	80126100.80230	18352	N/A	Observ. to	New	Enterprise	Yes			~~$ 75,000~~	$ 75,000					**$ 75,000**	Budget Adopted	**X**
New Substation	Design and build new substation. **Add'l Comments:**	80126100.8023	TBD	N/A	TBD	New	Enterprise	Yes						$ 200,000	$ 2,500,000	$ 12,500,000	**$ 15,000,000**	Reviewed	
Gobbi Street 202 Circuit Extension	Install equipment and facilities to extend the 202 circuit and provide switching capability on East Gobbi. **Add'l Comments:** Design complete. Plan to go out to bid FYE 23, construction to start summer of '23. Moved from FYE 23.	80126100.80230	18358	N/A	Gobbi Street	New	Enterprise	Yes	Series 2022 Electric Revenue Bonds		~~$ 100,000~~	$ 100,000					**$ 100,000**	Budget Adopted	
Talmage Underground	Underground all overhead power & communications between State & Airport Park Boulevard. **Add'l Comments:**	80126100.80230	TBD	N/A	Talmage Road	New	Enterprise	Yes				$ 2,500,000					**$ 2,500,000**	Not Reviewed	
									SUB-TOTAL:	**$ 2,079,215**	**$ 6,567,000**	**$6,885,000**	**$ 3,855,000**	**$2,460,000**	**$ 4,635,000**	**$ 12,500,000**	**$ 32,727,000**		

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

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
ELECTRIC UTILITY ONLY

VEHICLES, MACHINERY & EQUIPMENT

ELECTRIC UTILITY DEPARTMENT

Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Electric Meter Replacements	Electric Meter Replacement and cloud based data management system improving customer access to outage information, usage data and provide customer selectable notifications. **Add'l Comments:** Currently in the planning stage. Moved from starting FYE 21. Eliminated $500k from FYE 22, and $2M from FYE 23. Added amounts to FYE 24 and 25. Looking for grant funds to assist with completing this project.	80126100.80100	15080	N/A	Ukiah Electric	In Progress	Enterprise	Yes	Seeking grant funding to assist in funding.	$ 18,706		$ 150,000	$ 2,000,000				**$ 2,150,000**	Reviewed	
Utility/Inspector Truck	Replaces 2003 F250 with EV Truck **Add'l Comments:** EV options will hit market in FYE 21/22; Planned for FYE 22/23 to ensure quality of vehicle outside of 1st Generation models. Moved from FYE 23.	80126100.8010	TBD	N/A	N/A	New	Enterprise	Yes				$ 90,000				`	**$ 90,000**	Reviewed	
Trouble Truck	Replaces V2233 Ford F-550 AT40-G Articulating Telescopic Aerial Lift Super cab. **Add'l Comments:** Moved budget forward from FYE 24 due to 2+ year lead-time, and order has been placed. Planning for outfitting in FYE 24. Increased amount from $30k.	80126100.80100	V2224	N/A	N/A	New	Enterprise	Yes				$ 300,000					**$ 300,000**	Reviewed	
Technical Services Vehicle	Replaces 2007 Ford E150 Van. **Add'l Comments:** Replace with an electric vehicle. Moved from FYE 23, and increased from $60k.	80126100.8010	TBD	N/A	N/A	New	Enterprise	Yes				~~$ 60,000~~	$ 90,000				**$ 90,000**	Reviewed	
EV Chargers	Matching funds for EV charging grant for a Hub location, 4 DC fast chargers and 2-dualport Level 2 Chargers **Add'l Comments:**	80126100.8010	TBD	N/A	N/A	New	Enterprise	Yes					$ 500,000				**$ 500,000**	Not Reviewed	
									SUB-TOTAL:	**$ 18,706**	**$ -**	**$ 600,000**	**$ 2,590,000**	**$ -**	**$ -**	**$ -**	**$ 3,130,000**		

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

Definition of terms used:

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Project Description	Provides a description and additional narrative to assist in the understanding of the need and value of the proposed project.
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", "DEFERRED", or "COMPLETED".
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 Source 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 through either the full budget adoption process, or through a specific agendized item brought to Council.
Shovel Ready	Project is ready to be sent out to bid.

ATTACHMENT 4

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
PREP FOR 23/24 FISCAL YEAR
AIRPORT ONLY

FACILITIES/BUILDINGS/LAND

AIRPORT

Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Fencing at Airport	Fencing is needed at the North East corner of the airport property. **Add'l Comments:**	77725200.52100	17023	N/A	1403 S State	New	Enterprise	Yes			$ 30,000						$ 30,000	Budget Adopted	X
									SUB-TOTAL:	$ -	$ 30,000	$ -	$ -	$ -	$ -	$ -	$ 30,000		

INFRASTRUCTURE

AIRPORT

Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Runway 15-33 Pavement Reduction (Construction Phase 2)	Runway 15-33 is currently 4,423 feet long and 150 feet wide. The project will reduce width to 75 feet. New pavement marking will be applied. New LED runway lighting will be installed, which was formerly identified as PC 18159. **Add'l Comments:** 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. Increased from $1.9M. Moved from FYE 22 due to delay in grant award. Project has been awarded, with an anticipated start date of October 2023.	77825200.80230	18032	N/A	1403 S State	In Progress	Grant	Yes	FAA Grant Funding has been approved.		$ 2,760,433						$ 2,760,433	Budget Adopted	X
Pavement Rehabilitation of Taxiways A, A3 and A - Design	This project is for the pavement rehabilitation 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~~. due to thermal and aging related cracking with localized structural related cracking but no evidence of structural failure. Proposed rehabilitation is milling top 2 inches of AC crack sealing and pavement repair, and placement of 2 inch layer of new AC and markings. **Add'l Comments:** The FAA has made cost and project scope adjustments. Moved from FY 21/22, and increased by $88,385. Moved from FY 22/23, and increased from $148,385. Moved from FY 23/24.	77825200.80230	18034	N/A	1403 S State	New	Grant	Yes	Contingent upon FAA Grant Funding.		~~$ 250,000~~	$ 250,000					$ 250,000	Budget Adopted	X
Pavement Rehabilitation of Taxways 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'). **Add'l Comments:** The FAA has made cost and project scope adjustments. Moved from FY 2/23, and increased by $839,200. Moved from 24/25, and increased from $1,339,200.	77825200.80230	18035	N/A	1403 S State	New	Grant	Yes	Contingent upon FAA Grant Funding.						$2,850,000		$ 2,850,000	Budget Adopted	

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Airport Apron Slurry Seal	As an ongoing maintenance item, slurry seal on airport aprons. **Add'l Comments:** As an ongoing maintenance item, slurry seal on airport aprons.	77825200.5660	18332	N/A	1403 S State	Ongoing	Enterprise	Yes	Aiport Operations Budget.		$ 10,000						**$ 10,000**	Reviewed	X
Master Plan	The Master Plan would focus on updating aviation activity forecasts, runway length analysis, long-term development plans, and financial self-sufficiency/revenue generation. **Add'l Comments:** Conduct study in FY 3/24 and complete in FY 24/25.	77825200.52100	TBD	N/A	1403 S State	New	Grant	Yes	Contingent upon FAA Grant Funding.			$ 450,000					**$ 450,000**	Reviewed	
									SUB-TOTAL:	**$ -**	**$ 3,020,433**	**$ 700,000**	**$ -**	**$ -**	**$2,850,000**	**$ -**	**$ 6,320,433**		

VEHICLES, MACHINERY & EQUIPMENT

AIRPORT

Project Name	Project Description	Org/Obj	Project #	Allocation to Multi-funds	Project Location	Project Status	Funding Source	Funding Identified	Funding Source Add'l Comments	Costs to date	22/23	23/24	24/25	25/26	26/27	27/28	Totals	City Council Status	Shovel Ready
Replace 20,000 gallon fuel tank with 20,000 gallon Jet A tank	Current tank is a split fuel system, containing both Jet A fuel and Avgas. Converstion to Jet A is necessary to maximize the fuel sources for the airport, provide better service to its customers. **Add'l Comments:** Moved from FYE 20. Current revenues may not be adequate, external funding may be necessary. Moved from FYE 22.	77925200.80100	15042	N/A	1411 S State	In Progress	Enterprise	Yes				$ 150,000					**$ 150,000**	Reviewed	
									SUB-TOTAL:	**$ -**	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**		

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