A G E N D A

Meeting of the
Scotts Valley City Council

Date: April 18, 2018
Time: 6:00 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066	The agenda was posted 4-13-18 at City Hall, SV Senior Center, SV Library and on the Internet at www.scottsvalley.org.

ELECTED OFFICIALS	CITY STAFF MEMBERS
Jim Reed, Mayor Jack Dilles, Vice Mayor Stephany E. Aguilar, Council Member Randy Johnson, Council Member Donna Lind, Council Member	Jenny Haruyama, City Manager Kirsten Powell, City Attorney Taylor Bateman, Community Development Director Steve Hammack, Interim Public Works Director Steve Walpole, Chief of Police Steve Toler, Financial Consultant Tracy Ferrara, City Clerk

MEETING NOTICE AND AGENDA PACKET MATERIALS

Notice regarding City Council Meetings:
The City Council meets regularly on the 1st and 3rd Wednesday of each month at 6:00 pm in the City Hall Council Chambers located at 1 Civic Center Drive, Scotts Valley, CA 95066.

Agenda and Agenda Packet Materials:
The City Council agenda and the complete agenda packet are available for review by 5:00 pm the Friday before the Wednesday meeting on the Internet at the City's website: www.scottsvalley.org and in the lobby of City Hall at 1 Civic Center Drive, Scotts Valley, CA. Pursuant to Government Code §54957.5, materials related to an agenda item, submitted after distribution of the agenda packet, are available for public inspection in the lobby of City Hall during normal business hours, Monday-Friday, 8am-12 pm and 1-5 pm. In accordance with AB 1344, such documents will be posted on the City's website at www.scottsvalley.org.

Televised Meetings:
City Council meetings are cablecast "Live" on Community Television of Santa Cruz County on Comcast Channel 25.

CALL TO ORDER 6:00 PM

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

ROLL CALL

COMMITTEE REPORTS

Council members are appointed to committees which are either City committees or committees dealing with other jurisdictions. This portion of the agenda allows the committee member to present oral or written reports to the Council regarding their committee assignments. It also allows the Council to make comments and give the committee member direction, as required.

CITY MANAGER REPORT

PUBLIC COMMENT TIME

This is the opportunity for individuals to make and/or submit written or oral comments to the Council on any items within the purview of the Council, which are NOT part of the Agenda. No action on the item may be taken, but the Council may request the matter be placed on a future agenda.

ALTERATIONS TO CONSENT AGENDA

Council can remove or add items to the Consent Agenda.

CONSENT AGENDA

The Consent Agenda is comprised of items which appear to be non-controversial. Persons wishing to speak on any items may do so raising their hand to be recognized by the Mayor.

A. Approve City Council minutes of 3-21-18 (Special Meeting), 1-16-18, 12-5-17

B. Approve check registers dated 3-8-18, 3-26-18, 4-9-18

C. Approve the non-collection of the $450 facilities use permit fee for the Unconditional Love Animal Rescue – Days of Wine and Wet Noses scheduled to be held at MacDorsa Park on April 21, 2018

D. Approve Resolution No. 1946, a resolution of the City Council of the City of Scotts Valley incorporating a list of projects to be funded by SB-1: The Road Repair and Accountability Act

ALTERATIONS TO REGULAR AGENDA

Council can remove or add items to the Regular Agenda.

REGULAR AGENDA

Persons wishing to speak on any item may do so by raising their hand to be recognized by the Mayor.

1. Oral Presentation: Dan Haifley, O'Neill Sea Odyssey

2. Consideration of the Glenwood Open Space Public Access Plan and Trail Map (Recreation Division Manager Ard)

3. Discussion and review of the Draft Five-Year Capital Improvement Project and Capital Purchase Plan for FY 2018/19 to 2022/23 (Public Works)

4. Consider authorizing the City Manager to overhire a police officer and/or public safety dispatcher no more than 6 months in advance of a known vacancy during any fiscal year (Police Chief Walpole)

5. Consider Building Official Shared Services Model (City Manager Haruyama)

6. Future Council agenda items
   (This portion of the Regular Agenda allows the Council to determine items to be placed on a future agenda and to choose a date, if so desired.)

CONVENE TO CLOSED SESSION

CLOSED SESSION SUBJECT(S)

(1) Conference with legal counsel regarding anticipated litigation – 1 case.
Legal Authority: Government Code Section 54956.9
Name of Case: N/A
Staff Present: City Manager, City Attorney

(2) Conference with labor negotiator re employee negotiations with SEIU, Mid Management Group, Management Group, Scotts Valley Police Bargaining Unit, Scotts Valley Police Supervisors Association.
Legal Authority: Government Code Section 54957.6
Name of Case: N/A
Staff Present: City Manager, City Attorney

RECONVENE TO OPEN SESSION

REPORT ON ACTION TAKE DURING CLOSED SESSION

ADJOURNMENT

ADA NOTICE
The City of Scotts Valley does not discriminate against persons with disabilities. The City Council Chambers is an accessible facility. If you wish to attend a City Council meeting and require assistance such as sign language, a translator, or other special assistance or devices in order to attend and participate at the meeting, please call the City Clerk's office at (831) 440-5602 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a City Council meeting be available in an alternative format consistent with a specific disability, please call the City Clerk's Office. The California State Relay Service (TTY/VCO/HCO to Voice: English 1-800-735-2929, Spanish 1-800-855-3000; or, Voice to TTY/VCO/HCO: English 1-800-735-2922, Spanish 1-800-855-3000), provides Telecommunications Devices for the Deaf and Disabled and will provide a link between the TDD caller and users of telephone equipment.

PROCEDURAL INFORMATION FOR THE PUBLIC

THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN APPROVAL OF A RESOLUTION:

1. Move the Resolution number for approval.
2. Second the motion.
3. Vote by body, a roll call vote is not required.

THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN INTRODUCTION/ADOPTION OF AN ORDINANCE:

1. Move the Ordinance number for introduction (or adoption).
2. Move the Ordinance be introduced by title only and waive the reading of the text.
3. Read the Ordinance title.
4. Second the motion.
5. Vote by body, a roll call vote is not required.

THE FOLLOWING IS THE PROCEDURE COUNCIL SHOULD TAKE IN PUBLIC COMMENT/PUBLIC HEARINGS:

Unless otherwise determined by the presiding officer of the meeting:

1. Three minutes allowed per individual to speak.
2. Five minutes allowed per individual representing a group of three or more.

❖ ❖ ❖ ❖ ❖ ❖ ❖ ❖

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CONSENT AGENDA ITEM A
DATE: 04-18-2018

M I N U T E S

Special Closed Session Meeting of the
Scotts Valley City Council

Date: March 21, 2018
Time: 5:15 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066	The agenda was posted 3-16-18 at City Hall, SV Senior Center, SV Library and on the Internet at www.scottsvalley.org.

ROLL CALL	
ELECTED OFFICIALS PRESENT: Jim Reed, Mayor Jack Dilles, Vice Mayor Stephany E. Aguilar, Council Member Randy Johnson, Council Member Donna Lind, Council Member	**CITY STAFF MEMBERS PRESENT**: Jenny Haruyama, City Manager Kirsten Powell, City Attorney

CALL TO ORDER 5:15 PM

The City Council meeting was called to order at 5:15 pm.

CONVENE TO CLOSED SESSION

CLOSED SESSION SUBJECT(S)

The City Council convened to closed session at 5:15 p.m. to discuss the following items:

(1) Pursuant to Government Code Section 54956.8, the City Council met in closed session to confer with the legal counsel regarding real property negotiations, 251 Kings Village Road (Scotts Valley Community Theater Guild and Library).

RECONVENE TO OPEN SESSION

The City Council reconvened to open session at 6:00 p.m.

REPORT ON ACTION TAKE DURING CLOSED SESSION

Mayor Reed announced that there was nothing to report.

ADJOURNMENT

The meeting adjourned at 6:00 p.m.

Approved: ______________________________
Jim Reed, Mayor

Attest: ___________________________
Tracy A. Ferrara, City Clerk

M I N U T E S

Special Workshop Meeting of the Scotts Valley City Council

Date: January 16, 2018

POSTING:
The agenda was posted on 1-12-18 at City Hall, the SV Senior Center, and the SV Library, and on the Internet at www.scottsvalley.org, by the City Clerk.

CALL TO ORDER 6:08 p.m.

PLEDGE OF ALLEGIANCE and **MOMENT OF SILENCE**

ROLL CALL

Present:	Mayor Reed	City Manager Haruyama
	Vice Mayor Dilles	Police Chief Walpole
	Council Member Aguilar	Interim Public Works Director Hammack
	Council Member Johnson	Acting Community Development Dir Bateman
	Council Member Lind	City Clerk Ferrara
		Management Partners Facilitator Nancy Hetrick
Absent:		City Attorney Powell

PUBLIC COMMENT

Wendy Brannan, Scotts Valley resident, recommended the City Council evaluate their emergency response plans. She also stated that she feels the City needs to become compliant with regards to liability and safety issues.

SPECIAL SET MATTER

1. **City Council Current and Future Goals and Priorities Workshop**

CM Haruyama and Nancy Hetrick, Management Partners Facilitator, reviewed the workshop objectives and process overview, and reviewed the status of City Council's FY 2017/18 goals. The City Council discussed their goals for FY 2018/19, which will be formalized at a future regular City Council meeting.

ADJOURNMENT The meeting adjourned at 8:10 p.m.

Approved: ______________________________
Jim Reed, Mayor

Attest:___________________________
Tracy A. Ferrara, City Clerk

M I N U T E S

Workshop of the
Scotts Valley City Council

Date: December 5, 2017

<u>POSTING</u>:
The agenda was posted on 12-1-17
at City Hall, the SV Senior Center, and
the SV Library, by the City Clerk.

CALL TO ORDER 6:06 p.m.

PLEDGE OF ALLEGIANCE and **MOMENT OF SILENCE**

ROLL CALL

Present:	Mayor Johnson	City Manager Haruyama
	Vice Mayor Reed	City Attorney Powell
	Council Member Aguilar	Police Chief Walpole
	Council Member Dilles	Public Wks Director Hamby
	Council Member Lind	Acting Community Development Director Bateman
		Senior Planner Edwards
		Civil Engineer Kahn
		Recreation Division Manager Ard
		City Clerk Ferrara

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

PUBLIC COMMENT TIME

No one came forward.

SPECIAL SET MATTER

1. **City Council Budget Strategies Workshop**

The City Council convened for a special study session on December 5, 2017 to affirm a budget framework for the City's fiscal sustainability plan. The workshop was facilitated by Nancy Hetrick of Management Partners, with facilitation support and financial expertise provided by Steve Toler of Management Partners. Attached is a summary of the workshop.

ADJOURNMENT The meeting adjourned at 8:54 p.m.

Approved: ______________________________
Randy Johnson, Mayor

Attest: ________________________________
Tracy A. Ferrara, City Clerk

City Council Budget Strategies Workshop

Held December 5, 2017

January 2018

Management Partners

Table of Contents

Introduction

The City Council convened for a special study session on December 5, 2017 to affirm a budget framework for the City's fiscal sustainability plan. The workshop was facilitated by Nancy Hetrick of Management Partners with facilitation support and financial expertise provided by Steve Toler. The PowerPoint used to guide the workshop is included with this report as Attachment A.

Workshop Objectives

- Ensure everyone has a shared understanding of the City's fiscal outlook and how the Fiscal Sustainability Plan (FSP) will be used to achieve long-term solvency.
- Discuss community values and expectations.
- Establish principles against which budget strategies can be evaluated.
- Explore budget strategy options.

Retreat Agenda

1. Call to order, roll call and Pledge of Allegiance
2. Public comment
3. Workshop objectives and overview
4. Scotts Valley fiscal overview
5. Community values and expectations
6. Budget strategy principles and discussion
7. Next steps and wrap up

The fiscal overview presentation is included in the attached powerpoint presentation. This report presents the interaction results of values and budget strategy activities.

Community and Organizational Values and Expectations

Council member were asked to reflect community attributes resides value. Referring to a set of posted community values the facilitator placed a check mark next to the item when it was mentioned over the course of the discussion. Council members noted that each item has some importance/relevance, however the goal of the discussion was to highlight areas of greatest perceived value.

The items mentioned by Council are noted below. The numbers signify the frequency of its mention. Affordable housing, schools/after school sport and other programs, and culture and the arts were added during the workshop.

What does the community most care about?

- Access to amenities (1)
- Community pride (2)
- Crime prevention and enforcement / Safety (3)
- Economic vitality (1)
- Employment opportunities
- Environmental care/ sustainability
- Family-focus (1)
- Fiscal stewardship (1)
- Health and wellness (1)
- Neighborhood preservation
- Recreation amenities (1)
- Reliable infrastructure (2)
- Small town feel (2)
- Transportation options
- Affordable Housing
- Schools/After School sports/programs
- Culture and arts

Next, Council members were asked engage in an activity to identify organizational values they believe support community and their expectations. Values are defined as standards and principles upon which behaviors and decisions are made. A value is a quality considered inherently worthwhile or desirable.

The results of a dot voting exercise revealed consensus on the important of the following values:

- Fiscal Responsibility (5)
- Integrity/Trust (4)

- Accountability (3)

The numbers shown in parentheses reflect the number of dots the value received. Each council member was provided only five dots to place. Customer service, engagement, and transparency each received two votes. Council members noted that many of the values are intertwined.

The following list presents the full set of values and the number of votes received.

- Customer-focus (2)
- Engagement (2)
- Transparency (2)
- Compassion/Empathy (1)
- Consistency (1)
- Creativity/Innovation (1)
- Fair, Equal Treatment (1)
- Initiative (1)
- Partnership/Collaboration (1)
- Respect (1)
- Excellence
- Flexibility/Adaptability
- Quality Service/Results
- Timeliness/Responsiveness
- Unity

Budget Strategy Principles and Discussion

The Fiscal Sustainability Plan (FSP) framework takes a balanced approach to long-term financial stability. Steve Toler of Management Partners presented the framework, emphasizing the importance of a comprehensive plan that can be implemented over time and noting that there is no single solution.

Steve reviewed the range of options used by other agencies facing similar financial challenges and identified criteria that can guide the selection of strategies to implement. The strategies fall into one of four categories:

1. Revenue enhancements
2. Expenditure controls and cost shifts
3. Service delivery changes
4. Service level reductions

Coupled with community values and expectations, analysis is a critical ingredient to determining which strategies are suitable to an agency. In order to identify which strategies to carefully analyze for impact, Council was taken through an activity that asked each member to rate options using a red, yellow, green model. Red indicates the option should be "off the table" or only pursued as a last resort. Yellow indicates the option is not desirable but should be analyzed. Green indicates to proceed with analysis.

The results of the activity are provided as Attachment B. As a group, Council preferred to avoid service reduction or elimination as an option. There was clear direction to avoid a shared services model for law enforcement, which was consistent with early discussion about the value and important of the police department to the community. Pursuing revenue enhancement options were the most consistently support strategies. Council noted, however, that to pursue such strategies requires demonstration of efficiencies in service delivery as well as thoughtful community education on the City's fiscal outlook.

Attachment A – Workshop Presentation

Attachment B – Sample Strategies (Options) for FSP Analysis

City of Scotts Valley City Council Budget Strategies Workshop

December 5, 2017

Facilitators:
Nancy Hetrick
Steve Toler

Management Partners

Today's Workshop

- Overview
  - Expectations
  - What is a Fiscal Sustainability Plan?
  - Scotts Valley Fiscal Overview
- Community/Organizational Values
- Budget Strategies
  - Principles for evaluation
  - Review, identify and evaluate options
- Next Steps

Workshop Objectives

- Ensure everyone has a shared understanding of the City's fiscal outlook and how the Fiscal Sustainability Plan (FSP) will be used to achieve long-term solvency.
- Discuss community values and expectations.
- Establish principles against which budget strategies can be evaluated.
- Explore budget strategy options.

Expectations

- What are your expectations from today's workshop?
  - What do you hope to achieve in today's workshop?
  - What concerns do you have?
  - What are your hopes in this process?

Scotts Valley Fiscal Overview

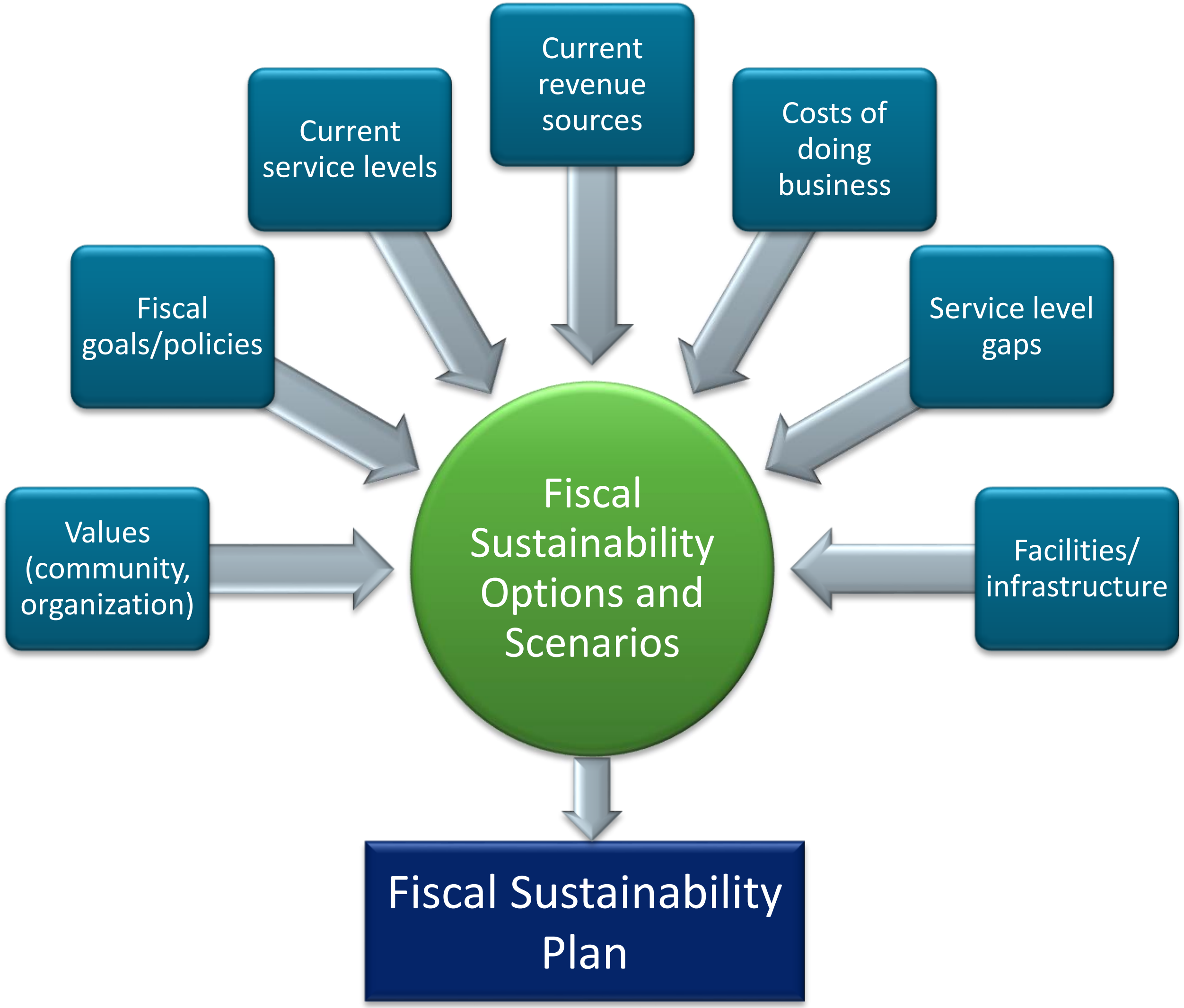
Management Partners

What is a Fiscal Sustainability Plan?

- Long-term vision for the City's future fiscal health beyond the annual budget process
- Road map that reflects strategic financial objectives based on City's long-tem vision
- Policy document and a financial plan
- Incorporates key assumptions and policy statements to achieve City Council objectives

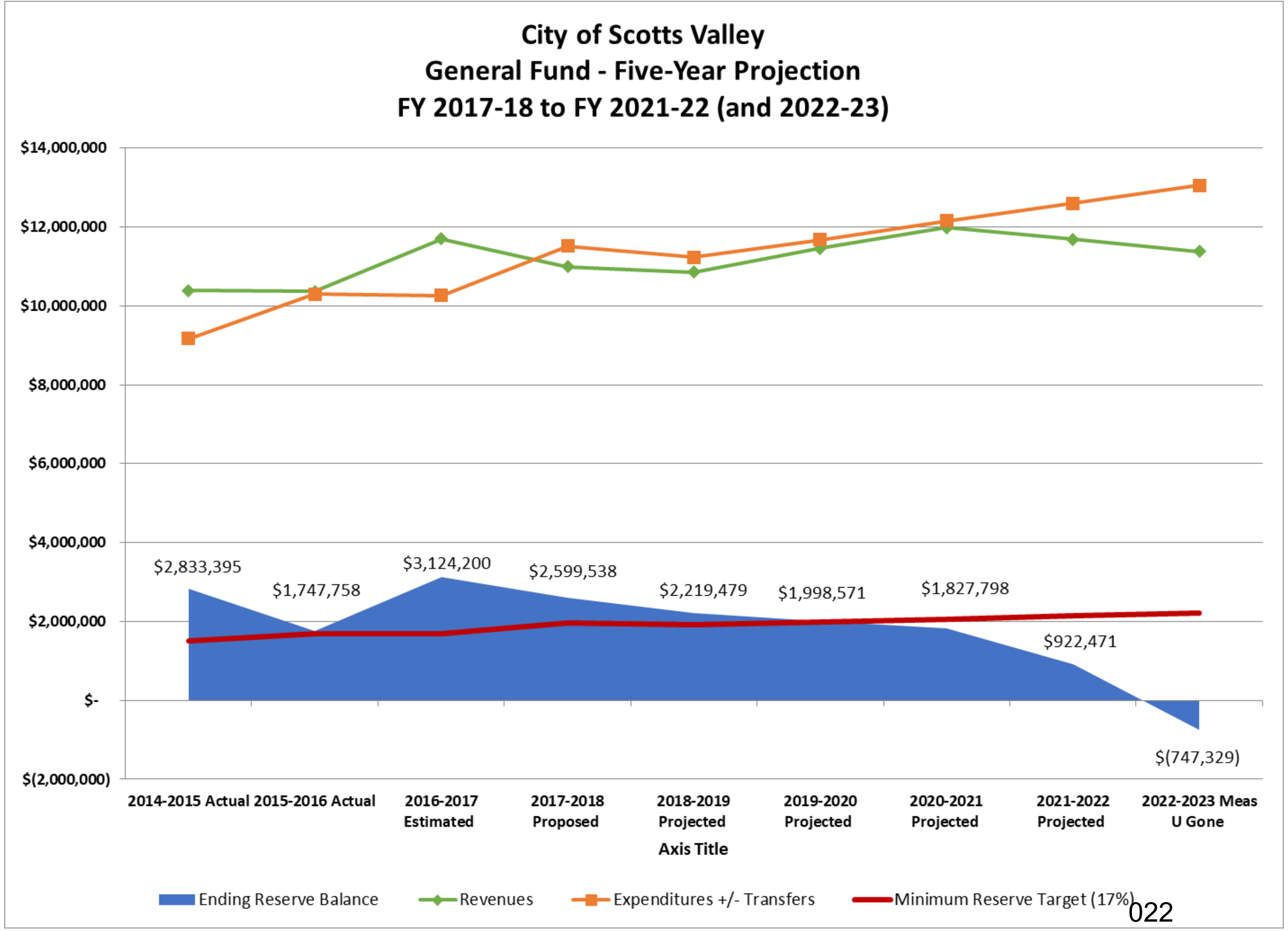
Management Partners

Elements of a Fiscal Sustainability Plan



Fiscal Overview

- City has very limited resources to support existing service levels and meet infrastructure and facility maintenance needs
- General Fund reserves are currently above the minimum target reserve of 2-months (17%) of annual operating expenditures



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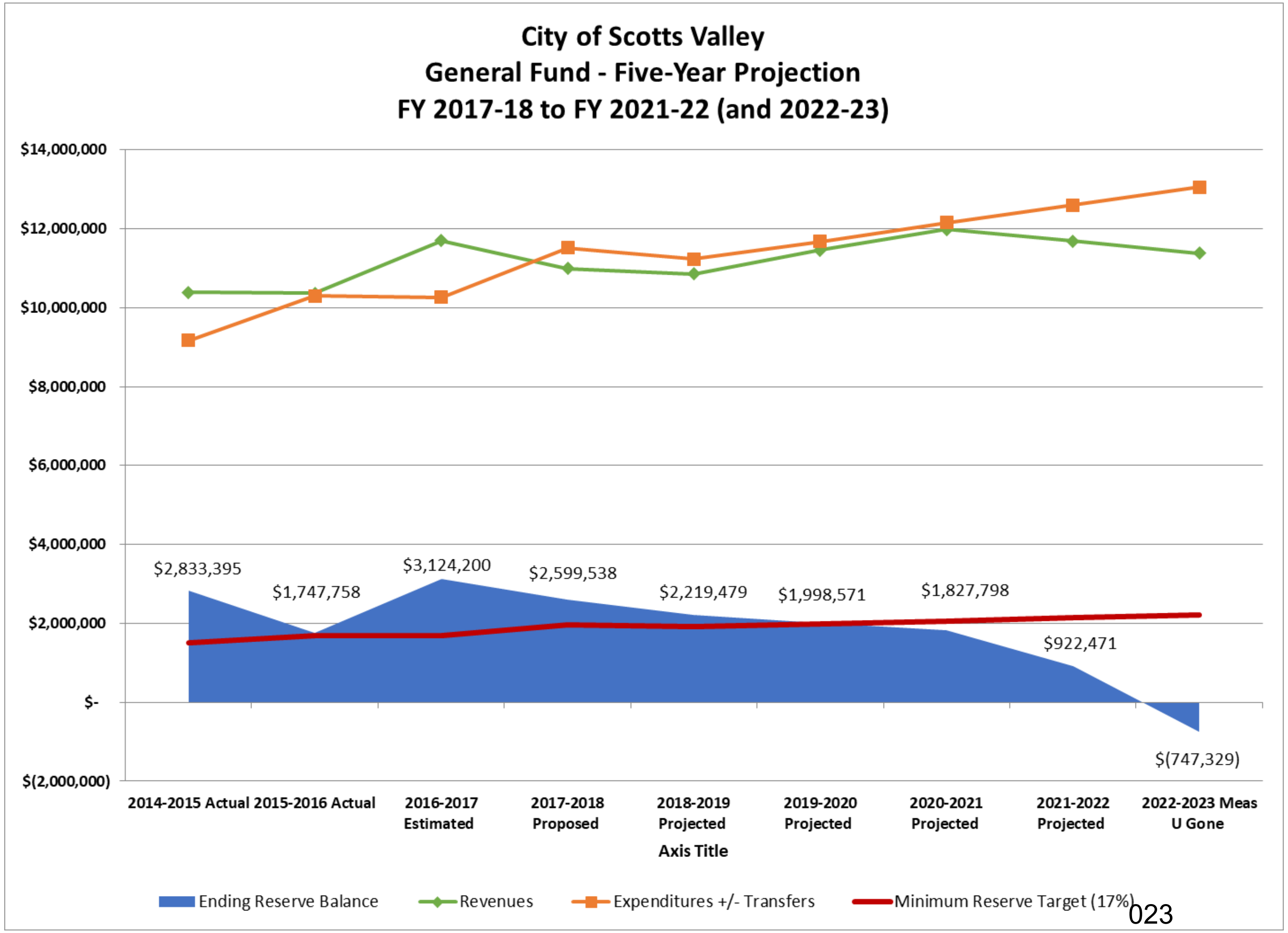
Fiscal Overview

- Five-year forecast indicates reserves will be depleted by FY 2022-23 ***if no action is taken***
  - City drops below target reserve level by 2020
  - Fiscal sustainability plan requested to avert this scenario
- General Fund structural deficit of $1.67 million starts in FY 2022/23 when the ½ cent local sales tax sunsets



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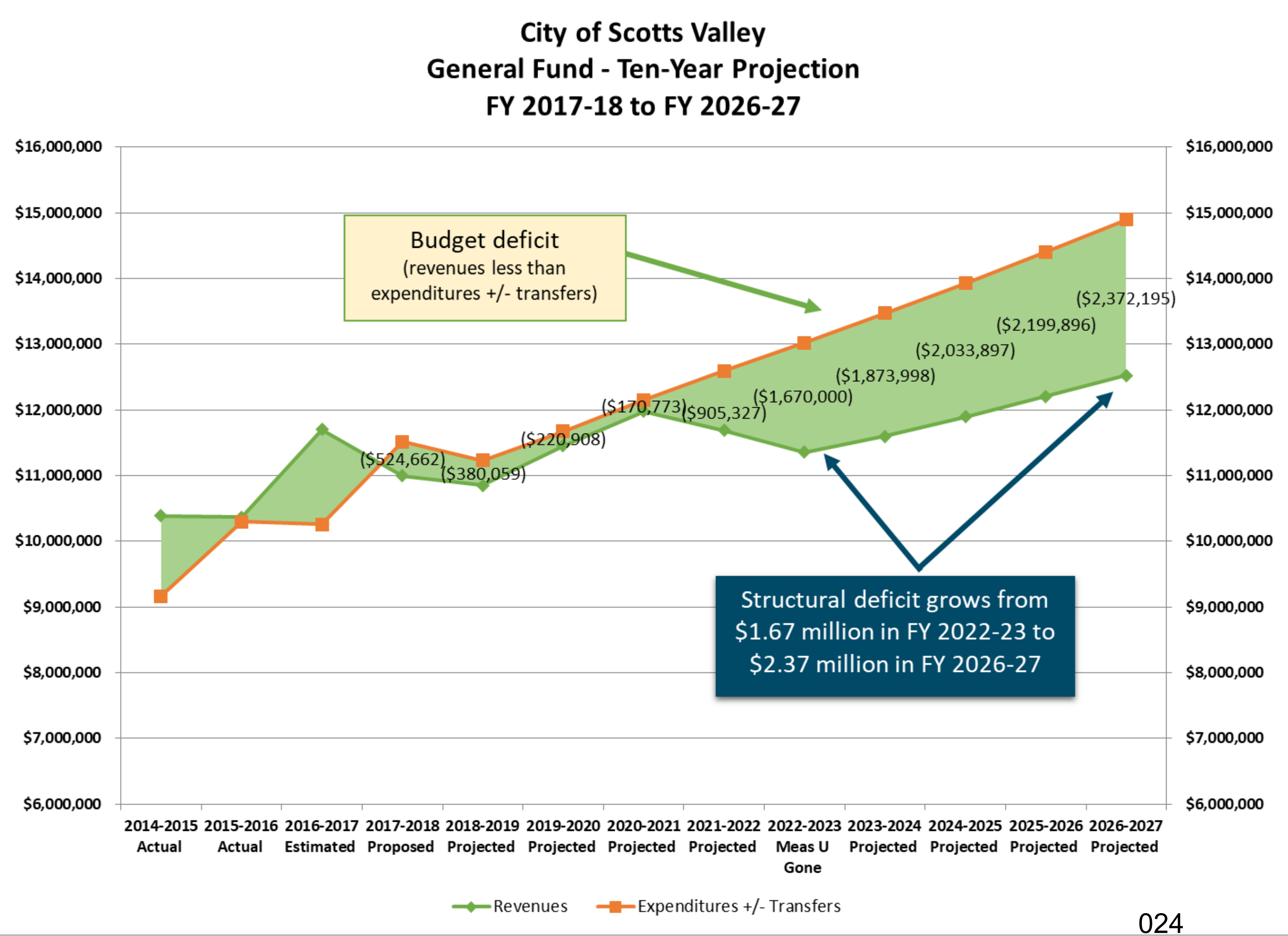
Management Partners

Fiscal Overview

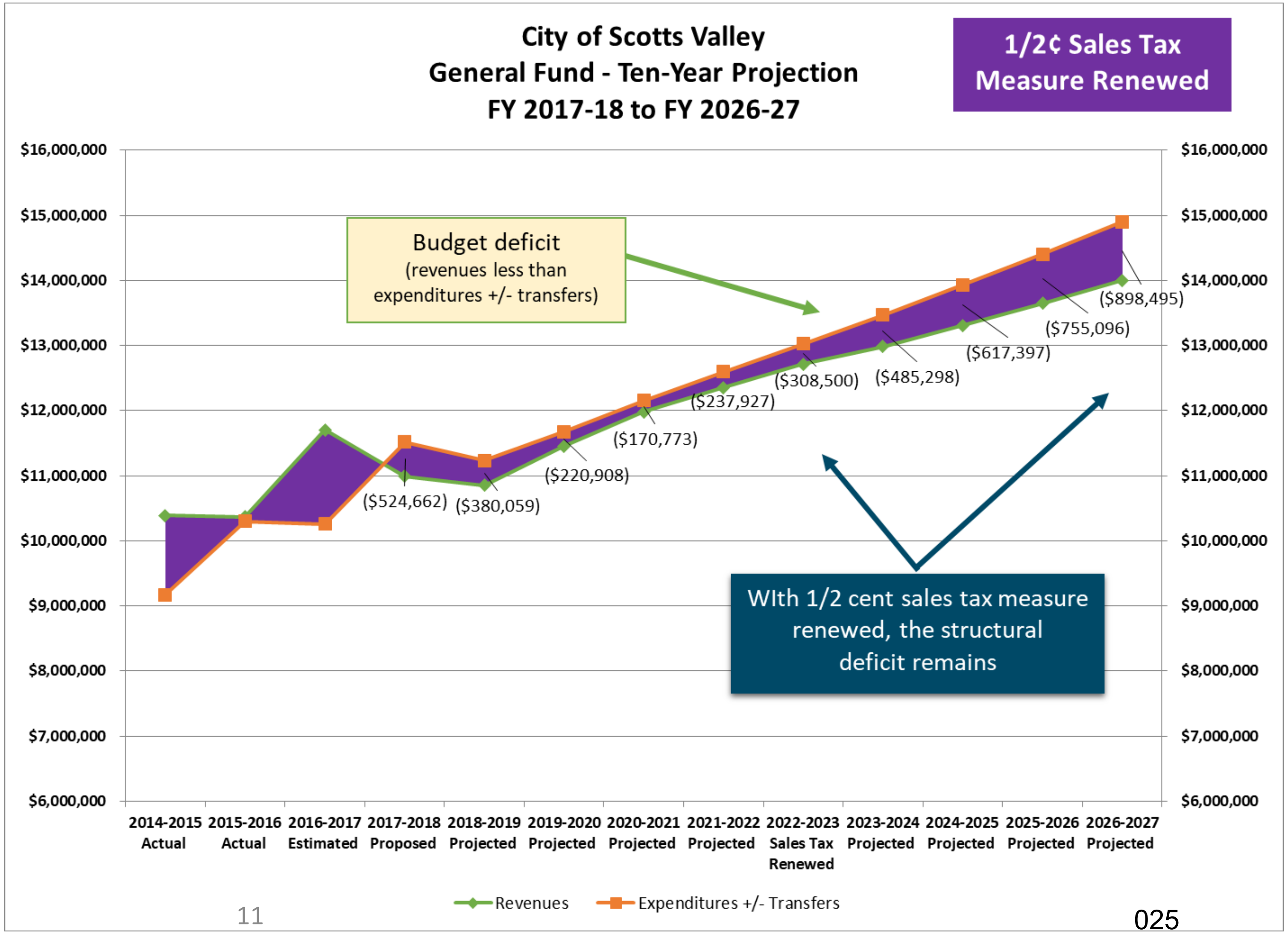
- Ten-year forecast indicates the structural deficit will widen to nearly $2.4 million …
  if no action is taken



Management Partners

Fiscal Overview

- Ten-year forecast indicates the structural deficit will widen to nearly $2.4 million … ***yet….***
- If the ½ cent sales tax measure is renewed, the structural deficit would still remain, though reduced to under $900,000



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Fiscal Assumptions

Key Drivers

Revenues

- Property tax apportionment rate of ~6% is the lowest in the County
- City relies on more-volatile tax revenues (sales tax, transient occupancy tax) to make up where property taxes are insufficient
- One-time development-related fees have helped buffer reserves
- Recreation fees and charges were increased to reduce subsidy
- User fee study/cost recovery analysis is underway to inform FY 2018/19 budget

Expenditures

- Reliable and sufficient funding of necessary infrastructure improvements is required
- Cost of providing services continues to increase
  - Construction market impacts capital improvement project costs
  - Competitive compensation to recruit/retain employees
  - Health and retiree medical costs continue to rise
  - CalPERS actuarial changes increasing contribution rates
- Employee positions have remained vacant to mitigate budget impact

Community Values and Expectations

Management Partners

Community and Organizational Values

- What does the community most value? Such as…
  - Services
  - Safety
  - Infrastructure
  - Culture
  - Economy

- What organizational values should the City exemplify when delivering services to the community?

Budget Strategy Principles and Discussion

Management Partners

Budget Strategy Categories

Revenue Enhancements	• Identify new revenue sources • Increase existing revenue sources • Expand revenue base
Expenditure Controls and Cost Shifts	• Reduce cost of providing services • Find other funding sources • Shift costs to another party (external or internal)
Service Delivery Changes	• Identify new ways to provide existing services • Collaborate with private sector parties • Share services with other agencies
Service Level Reductions	• Reduce existing service levels • Eliminate services • Reduce infrastructure maintenance

Management Partners

Principles to Evaluate Budget Strategies

- What guiding principles should Scotts Valley use to evaluate possible budget strategies to provide a fiscally sustainable future?

Budget Strategies – Examples from Other Cities

Revenue Enhancements

- Extend (or make permanent) local sales tax measure
- Increase hotel (TOT) tax measure
- Increase solid waste franchise fees
- Increase user fees and charges
- Create community facilities assessment districts

Expenditure Controls and Cost Shifts

- Cost sharing of retirement and health benefits
- Allocate administrative costs to enterprise funds
- Reduce number of vehicles in fleet
- Institute temporary work furloughs

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Budget Strategies – Examples from Other Cities

Service Delivery Changes

- Insource large equipment maintenance
- Outsource median landscaping maintenance
- Outsource golf courses and swimming pool operations
- Implement shared services models for fire, public safety dispatch and fleet maintenance

Service Reduction/ Elimination

- Reduce maintenance service levels
- Lower pavement management standards
- Reduce patrol services
- Eliminate services with low cost-recovery
- Eliminate or continue to hold vacant positions

Next Steps

Management Partners

- Assist staff in evaluating options
- Assist the City Manager in developing a draft fiscal sustainability plan

City Manager

- Review and evaluate options
- Present draft fiscal sustainability plan for City Council review

City Council

- Review draft fiscal sustainability plan
- Evaluate various scenarios and choose the strategies that should be implemented

City Council and Staff

- Identify community engagement options

Concluding Remarks/Feedback

Thank You!

Contact Information

Nancy Hetrick, Partner
NHetrick@managementpartners.com

Steve Toler, Senior Manager
SToler@managementpartners.com

ATTACHMENT B: Sample Strategies (OPTIONS) for FSP Analysis

Sample Strategies	RED	YELLOW	GREEN
Revenue enhancement			
1. Extend sales tax measure		X	XXXX
2. Increase user fees and charges – planning and building		X	XXXX
3. Increase user fees and charges – public works		X	XXXX
4. Increase user fees and charges - recreation		XX	XXX
5. Increase user fees and charges - police		XX	XXX
6. Increase user fees and charges – admin/other		XX	XXX
7. Increase transient occupancy (hotel) tax		XX	XXX
8. Increase/expand business license tax		XX	XXX
9. Increase/expand utility users tax		X	XXXX
10. Increase solid waste (garbage) franchise fees	XX		XXX

Sample Strategies	RED	YELLOW	GREEN
Expenditure control/cost shifts			
11. Increase cost allocation to wastewater operations to fullest extent allowed	X		XXXX
12. Reduce the number of vehicles maintained by the City	XX		XXX
13. Start/increase employee contributions toward pension costs		XX	XX
14. Increase employee contribution for health benefits		XX	XXX
15. Institute temporary work furloughs	XX	XX	X

RED: Not an option as a financial sustainability solution.
YELLOW: Less desired, but should be analyzed/considered; may be implementation barriers
GREEN: Proceed with analysis

ATTACHMENT B: Sample Strategies (OPTIONS) for FSP Analysis

Sample Strategies	RED	YELLOW	GREEN
Service delivery changes			
16. Shared services model for public safety dispatch	XX	XX	
17. Shared services model for law enforcement	XXXX		
18. Shared services model for adult and/or youth sports	X	X	XX
19. Outsource or shared services model for Aquatics program		X	XXX
20. Outsource or shared services model for parks maintenance	X		XXX
21. Outsource or shared services model for vehicle/fleet maintenance		XX	XX
22. Outsource or shared services model for street maintenance		XX	XX
23. Outsource or shared services model for storm drain maintenance		XX	XX
ADD: Online service delivery			

Sample Strategies	RED	YELLOW	GREEN
Service reduction/elimination			
24. Eliminate Aquatics program	XXX	X	X
25. Reduce level of parks and landscape maintenance	XXX		X
26. Reduce level of street maintenance	XX	XX	X
27. Reduce level of storm drain maintenance	XXX		XX
28. Reduce level of police patrol	XXX	X	X
29. Reduce level of administrative support staffing (CM, Clerk, Finance, HR)	XXX		XX

RED: Not an option as a financial sustainability solution.
YELLOW: Less desired, but should be analyzed/considered; may be implementation barriers
GREEN: Proceed with analysis

CONSENT AGENDA ITEM B
DATE: 4-18-2018

Report Selection:

RUN GROUP... 030918 COMMENT... A/P AS OF MARCH 9 2018

DATA-JE-ID	DATA COMMENT
W-03092018-875	A/P AS OF MARCH 9 2018

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
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BANK	VENDOR	CHECK#	DATE	AMOUNT
BA	GENERAL CHECKING ACCOUNT			
001219	ALHAMBRA	112711	03/09/18	101.83
000563	APPI	112712	03/09/18	4,000.78
000097	AT&T	112713	03/09/18	201.34
001373	BAY TREE, LLC	112714	03/09/18	3,620.38
001593	BENEDICT DDS/NANETTE	112715	03/09/18	1,425.60
000021	BOWMAN & WILLIAMS	112716	03/09/18	105.00
001115	BOYNTON/MIKE	112717	03/09/18	180.00
000018	BRINK'S TROPHY SHOPPE	112718	03/09/18	68.67
001566	BUSINESS WITH PLEASURE	112719	03/09/18	125.88
001051	COASTAL EVERGREEN CORP	112720	03/09/18	1,675.00
000037	CRYSTAL SPRINGS WATER CO	112721	03/09/18	20.40
003043	CSG CONSULTANTS, INC	112722	03/09/18	23,304.36
003665	DARNELL DENTAL CORP	112723	03/09/18	594.20
001537	DYNAMIC PRESS	112724	03/09/18	554.38
003500	ECOFERT,INC	112725	03/09/18	850.00
000098	ESCALON SERVICES	112726	03/09/18	2,724.98
000895	GRANITE CONSTRUCTION CO	112727	03/09/18	72,459.25
003277	IMPERIAL SPRINKLER SUPPL	112728	03/09/18	2,193.52
001903	JONES/KIMARIE	112729	03/09/18	150.00
003292	KIMLEY-HORN & ASSOCIATES	112730	03/09/18	4,268.25
001992	KOSMONT COMPANIES, INC	112731	03/09/18	2,366.00
000284	LOGAN & POWELL, LLP	112732	03/09/18	13,720.00
003565	MANAGEMENT PARTNERS	112733	03/09/18	9,403.39
001591	MARKELL/ROD	112734	03/09/18	1,974.00
001234	MC GRAW DDS/BERNARD	112735	03/09/18	228.00
000195	MESITI-MILLER ENGINEERIN	112736	03/09/18	3,270.32
000218	MID VALLEY SUPPLY	112737	03/09/18	839.48
000083	MISSION UNIFORM SERVICE	112738	03/09/18	973.03
003425	MOUNTAIN MIKE'S PIZZA	112739	03/09/18	42.69
000939	NATIONAL COMTEL NETWORK	112740	03/09/18	16.50
000323	NBS GOVERNMENT FINANCE G	112741	03/09/18	12,257.50
001988	O'REILLY AUTOMOTIVE,INC	112742	03/09/18	1,030.82
000101	PACIFIC GAS & ELECTRIC C	112743	03/09/18	35,988.83
000100	PETTY CASH - R. LIEB	112744	03/09/18	182.94
000100	PETTY CASH - R. LIEB	112745	03/09/18	210.51
000723	PIED PIPER INC./THE	112746	03/09/18	134.50
001097	PRODESSE PROPERTY GROUP	112747	03/09/18	3,523.52
000463	RALEY'S	112748	03/09/18	1,317.81
000171	RIVERSIDE LIGHTING INC	112749	03/09/18	352.38
000319	SCOTTS VALLEY CAR WASH	112750	03/09/18	20.99
000133	SCOTTS VALLEY SPRINKLER	112751	03/09/18	8.54
003666	SELDON & SON	112752	03/09/18	42,490.00
003196	SONSRAY MACHINERY	112753	03/09/18	16,943.84
002053	STEPFORD	112754	03/09/18	6,668.90
000153	THOMSON REUTERS-WEST	112755	03/09/18	227.26
003664	TURF TIME WEST,INC	112756	03/09/18	43,575.45
001366	U.S. BANCORP OFFICE	112757	03/09/18	1,260.35
000154	WINCHESTER AUTO STORES	112758	03/09/18	73.24
	GENERAL CHECKING ACCOUNT			317,724.61 ***

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				317,724.61

RECORDS PRINTED - 000136

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
001	GENERAL	83,302.70
003	GAS TAX - SPECIAL STATE TRST	16,943.84
004	RECREATION	6,678.91
006	EQUIPT REPLACEMENT RESERVE	1,428.90
010	WASTEWATER OPERATIONS	27,275.47
019	AFFORDABLE HOUSING	1,974.00
023	SVRDA SUCCESSOR AGENCY	7,223.90
024	LENNAR TRUST FUNDS	45,768.97
025	GENERAL TRUST	4,268.25
028	SENIOR CENTER	877.10
050	PINEWOOD EST LNDSCP MAINT DT	10.51
077	SKYPARK MAINT ASSESS DIST	858.68
112	DENTAL INS INTERNAL SERV	2,397.80
123	COMMUNITY FACILITY CENTER	42,986.01
150	GENERAL CAPITAL IMPROVEMENTS	75,729.57
TOTAL ALL FUNDS		317,724.61

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BA	GENERAL CHECKING ACCOUNT	317,724.61
TOTAL ALL BANKS		317,724.61

Report Selection:

RUN GROUP... 032618 COMMENT... A/P AS OF MARCH 26 2018

DATA-JE-ID	DATA COMMENT
W-03262018-899	A/P AS OF MARCH 26 2018

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01		CASCPRT04	Y	S	6	066	10			

BANK	VENDOR	CHECK#	DATE	AMOUNT
BA	GENERAL CHECKING ACCOUNT			
003566	ABA BUILDING SERVICES	112939	03/26/18	425.00
000213	AFFILIATED PSYCHOLOGISTS	112940	03/26/18	600.00
001405	AFLAC-FLEX ONE	112941	03/26/18	3,417.67
000789	ALLEN & ASSOCIATES/JAMES	112942	03/26/18	1,838.00
000596	ANDERSON/KENNETH D.	112943	03/26/18	1,207.12
000998	ASSOCIATED SERVICES CO.	112944	03/26/18	98.61
003667	ATTIC GUYS	112945	03/26/18	5,094.00
000614	BATTERIES PLUS	112946	03/26/18	113.32
001822	BC LABORATORIES INC.	112947	03/26/18	288.00
000107	BIRT/DUSTIN	112948	03/26/18	280.95
000021	BOWMAN & WILLIAMS	112949	03/26/18	9,862.95
003236	BRAGA/JOEL	112950	03/26/18	945.00
000018	BRINK'S TROPHY SHOPPE	112951	03/26/18	104.91
001017	C.W.E.A.	112952	03/26/18	215.00
001017	C.W.E.A.	112953	03/26/18	205.00
001633	CAL-WEST LIGHTING & SIGN	112954	03/26/18	903.46
000725	CALIFORNIA GREY BEARS, I	112955	03/26/18	1,470.00
001553	CARD SHARK INC/THE	112956	03/26/18	199.47
003668	CARNEY/HANNAH	112957	03/26/18	160.00
003577	CARRIGAN/BUDDY	112958	03/26/18	700.00
001956	CENTRAL COAST CISM TEAM	112959	03/26/18	187.50
001230	COAST PIPELINE	112960	03/26/18	400.00
002091	COMCAST	112961	03/26/18	323.30
002091	COMCAST	112962	03/26/18	275.33
002091	COMCAST	112963	03/26/18	167.62
003588	CONDUENT BUSINESS SVCS,	112964	03/26/18	1,734.47
003588	CONDUENT BUSINESS SVCS,	112965	03/26/18	675.80
003669	CREATIVE PRODUCT SOURCIN	112966	03/26/18	2,447.92
000037	CRYSTAL SPRINGS WATER CO	112967	03/26/18	53.00
000389	DASSEL'S PETROLEUM INC	112968	03/26/18	3,635.13
000975	DEAN/MICHAEL R.	112969	03/26/18	25.00
000207	DEPARTMENT OF JUSTICE	112970	03/26/18	32.00
000207	DEPARTMENT OF JUSTICE	112971	03/26/18	74.00
001983	DEPARTMENT OF SOCIAL SER	112972	03/26/18	2,178.00
000488	DIENTES COMMUNITY DENTAL	112973	03/26/18	1,379.00
003160	DIXON & SON TIRE	112974	03/26/18	876.15
001362	DUNCAN AUTO TECH	112975	03/26/18	91.34
001537	DYNAMIC PRESS	112976	03/26/18	723.65
003286	ENCOMPASS COMMUNITY SERV	112977	03/26/18	2,950.00
000202	FEDERAL EXPRESS	112978	03/26/18	201.20
000582	FERRARA/TRACY A.	112979	03/26/18	163.49
000057	HACH COMPANY	112980	03/26/18	157.31
000801	HINDERLITER, DE LLAMAS &	112981	03/26/18	2,612.13
001841	IDEXX LABORATORIES, INC.	112982	03/26/18	1,269.94
000430	INTERSTATE BATTERIES	112983	03/26/18	210.23
003289	JETMULCH INC	112984	03/26/18	4,131.10
000238	KENNEDY-JENKS CONSULTANT	112985	03/26/18	31,356.00
001992	KOSMONT COMPANIES, INC	112986	03/26/18	4,674.80

BANK	VENDOR	CHECK#	DATE	AMOUNT
BA GENERAL CHECKING ACCOUNT				
001673	LINCOLN FINANCIAL GROUP	112987	03/26/18	1,462.07
003403	MAR-KEN INTERNATIONAL PO	112988	03/26/18	260.00
000050	MELROSE/TAMERA	112989	03/26/18	78.15
003171	MICHALAK/GENE	112990	03/26/18	220.00
000712	MONARCH SERVICES	112991	03/26/18	3,473.00
000967	MONTEREY BAY SYSTEMS	112992	03/26/18	974.33
000328	MONTEREY REGIONAL COMPLI	112993	03/26/18	882.00
000323	NBS GOVERNMENT FINANCE G	112994	03/26/18	2,605.11
001615	OLIN CORP-CHLOR ALKALI	112995	03/26/18	1,826.13
000101	PACIFIC GAS & ELECTRIC C	112996	03/26/18	27.76
000101	PACIFIC GAS & ELECTRIC C	112997	03/26/18	159.14
003579	PETERSON/TIMOTE ARNOLD	112998	03/26/18	770.00
003165	PHENOVA	112999	03/26/18	672.15
000134	S.V. WATER DISTRICT	113000	03/26/18	7,699.90
001894	S.V. WATER DISTRICT - BU	113001	03/26/18	18.07
001919	SANTA CRUZ BEACH BOARDWA	113002	03/26/18	306.92
001533	SANTA CRUZ COUNTY BANK	113003	03/26/18	3,407.70
001533	SANTA CRUZ COUNTY BANK	113004	03/26/18	4,036.35
000126	SANTA CRUZ FIRE EQUIPMEN	113005	03/26/18	449.88
003658	SANTA CRUZ OCCUPATIONAL	113006	03/26/18	270.00
000127	SANTA CRUZ SENTINEL	113007	03/26/18	319.03
000122	SANTA CRUZ/CITY OF	113008	03/26/18	1,968.21
000122	SANTA CRUZ/CITY OF	113009	03/26/18	581.52
000122	SANTA CRUZ/CITY OF	113010	03/26/18	1,565.62
000133	SCOTTS VALLEY SPRINKLER	113011	03/26/18	20.40
000916	SECOND HARVEST FOOD BANK	113012	03/26/18	4,101.00
000710	SENIOR NETWORK SERVICES,	113013	03/26/18	1,501.00
003085	SHRED-IT USA	113014	03/26/18	268.15
000405	SILVERSTEIN/THOMAS	113015	03/26/18	2,253.05
001535	SKIP'S TIRE & AUTO CENTE	113016	03/26/18	1,318.99
003670	SMITH/PATRICK	113017	03/26/18	1,050.00
003196	SONSRAY MACHINERY	113018	03/26/18	721.98
002053	STEPFORD	113019	03/26/18	6,560.56
000882	SUPERIOR ALARM COMPANY	113020	03/26/18	74.00
001085	SYCAL ENGINEERING INC	113021	03/26/18	472.50
000153	THOMSON REUTERS-WEST	113022	03/26/18	286.30
003548	TORO PETROLEUM CORP	113023	03/26/18	2,314.00
001497	TURF & INDUSTRIAL EQUIP.	113024	03/26/18	311.28
001366	U.S. BANCORP OFFICE	113025	03/26/18	342.81
001831	USA BLUE BOOK	113026	03/26/18	1,908.13
003590	VARGAS ACADEMY OF GYMNAS	113027	03/26/18	1,562.40
001106	VERIZON WIRELESS	113028	03/26/18	1,079.14
000151	VISION SERVICE PLAN	113029	03/26/18	1,193.16
000899	VISTA CENTER FOR THE BLI	113030	03/26/18	2,145.00
003145	WAGE WORKS	113031	03/26/18	149.00
000443	WALPOLE/STEVE	113032	03/26/18	566.60
001908	WATERLESS CO INC	113033	03/26/18	454.14
003008	WILLIAMS/JESSE	113034	03/26/18	40.00

BANK	VENDOR		CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT					
	000952	WILSON/JOHN	113035	03/26/18	1,000.00	
	000352	3T EQUIPMENT COMPANY	113036	03/26/18	391.42	
	GENERAL CHECKING ACCOUNT				157,251.92	***

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				157,251.92

RECORDS PRINTED - 000172

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
001	GENERAL	75,841.99
004	RECREATION	10,557.49
006	EQUIPT REPLACEMENT RESERVE	1,320.56
010	WASTEWATER OPERATIONS	40,354.17
011	TERTIARY TREATMENT PLANT	2,830.00
023	SVRDA SUCCESSOR AGENCY	845.00
024	LENNAR TRUST FUNDS	400.00
028	SENIOR CENTER	1,087.15
077	SKYPARK MAINT ASSESS DIST	217.21
090	SV DRIVE A REDEMPTION	2,605.11
123	COMMUNITY FACILITY CENTER	5,758.87
150	GENERAL CAPITAL IMPROVEMENTS	12,986.45
312	POLICE - BUDGET ACT OF 2016	2,447.92
TOTAL ALL FUNDS		157,251.92

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BA	GENERAL CHECKING ACCOUNT	157,251.92
TOTAL ALL BANKS		157,251.92

SCOTTS VALLEY ACCOUNTS PAYABLE — CITY OF SCOTTS VALLEY

04/09/2018 12:54:50 — Check Register — GL050S-V08.08 COVERPAGE

GL540R

Report Selection:

RUN GROUP... 040918 COMMENT... A/P AS OF APRIL 9 2018

DATA-JE-ID	DATA COMMENT
W-04092018-904	A/P AS OF APRIL 9 2018

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP	RT
L		01		CASCPRT04	Y	S	6	066	10			

BANK	VENDOR	CHECK#	DATE	AMOUNT
BA	GENERAL CHECKING ACCOUNT			
000182	A SIGN ASAP	113037	04/09/18	396.78
003123	A T &T	113038	04/09/18	376.51
001840	A TOOL SHED, INC.	113039	04/09/18	501.00
003458	A.S.E.	113040	04/09/18	74,480.00
000041	ACC BUSINESS	113041	04/09/18	1,300.88
003457	ADAMS/TROY	113042	04/09/18	30.00
003457	ADAMS/TROY	113043	04/09/18	758.65
001985	AEP	113044	04/09/18	150.00
001626	AGUILAR/STEPHANY	113045	04/09/18	41.75
001219	ALHAMBRA	113046	04/09/18	127.90
000620	ALVAREZ/TONY	113047	04/09/18	20.00
003149	AQUATIC BIOASSAY &	113048	04/09/18	4,530.00
001009	ARD/KRISTIN	113049	04/09/18	30.00
001670	AT &T	113050	04/09/18	6,966.92
000097	AT&T	113051	04/09/18	406.80
003416	BALBOA CAPITAL	113052	04/09/18	225.63
001071	BAYSIDE OIL II INC	113053	04/09/18	275.00
001822	BC LABORATORIES INC.	113054	04/09/18	576.00
003167	BELNICK RETAIL LLC	113055	04/09/18	163.96
000107	BIRT/DUSTIN	113056	04/09/18	20.00
000500	BOLANOS/DORENE	113057	04/09/18	20.00
000018	BRINK'S TROPHY SHOPPE	113058	04/09/18	50.68
001216	C & N TRACTORS	113059	04/09/18	419.64
001017	C.W.E.A.	113060	04/09/18	80.00
000772	CABRILLO COLLEGE STROKE	113061	04/09/18	5,948.00
001633	CAL-WEST LIGHTING & SIGN	113062	04/09/18	35,571.20
001553	CARD SHARK INC/THE	113063	04/09/18	431.64
000773	CENTRAL COAST LANDSCAPE	113064	04/09/18	383.00
003656	CIVICPLUS	113065	04/09/18	15,307.50
000235	CIVIL CONSULTANTS GROUP	113066	04/09/18	11,890.00
001781	CLINE-FORTUNATO DDS/CORR	113067	04/09/18	435.20
001051	COASTAL EVERGREEN CORP	113068	04/09/18	1,675.00
002091	COMCAST	113069	04/09/18	146.20
003596	COPWARE, INC	113070	04/09/18	85.00
001428	COURT APPOINTED SPECIAL	113071	04/09/18	1,161.00
.15252	COWDEN/MICHELLE	113072	04/09/18	1,470.00
001546	CRAIG/ROBERT J	113073	04/09/18	250.00
003669	CREATIVE PRODUCT SOURCIN	113074	04/09/18	107.04
003564	CREATIVE SECURITY COMPAN	113075	04/09/18	1,790.20
003374	CRIMINAL JUSTICE COUNCIL	113076	04/09/18	1,500.00
003043	CSG CONSULTANTS, INC	113077	04/09/18	3,624.66
001084	DAPPER TIRE CO	113078	04/09/18	538.75
003665	DARNELL DENTAL CORP	113079	04/09/18	241.80
001362	DUNCAN AUTO TECH	113080	04/09/18	85.19
003248	EARTHWORKS	113081	04/09/18	12,683.00
003671	EMERYVILLE OCCUPTIONAL	113082	04/09/18	516.00
003181	ESRI	113083	04/09/18	745.00
000202	FEDERAL EXPRESS	113084	04/09/18	259.03

BANK	VENDOR		CHECK#	DATE	AMOUNT
BA	GENERAL CHECKING ACCOUNT				
	003035	FELTON DENTAL CENTER	113085	04/09/18	342.00
	000582	FERRARA/TRACY A.	113086	04/09/18	30.00
	001782	FLORES/CARLOS	113087	04/09/18	468.00
	003502	FREITAS & FREITAS	113088	04/09/18	4,350.00
	001657	GOLDEN GATE TRUCK CENTER	113089	04/09/18	865.80
	001828	GONZALES/GABE	113090	04/09/18	20.00
	000895	GRANITE CONSTRUCTION CO	113091	04/09/18	116,549.81
	000057	HACH COMPANY	113092	04/09/18	956.96
	001873	HARRIS/BUCK	113093	04/09/18	975.00
	003387	HEIDARI DDS/ALI	113094	04/09/18	152.00
	000615	HOHMANN/PATRICK J.	113095	04/09/18	314.27
	002070	HOMELESS SERVICE CENTER	113096	04/09/18	570.00
	003277	IMPERIAL SPRINKLER SUPPL	113097	04/09/18	2,166.53
	001308	JOHNSON DDS/BRETT	113098	04/09/18	1,219.00
	001903	JONES/KIMARIE	113099	04/09/18	20.00
	003592	KAHN/JESSICA	113100	04/09/18	30.00
	002032	KT MECHANICAL INC	113101	04/09/18	1,115.80
	000284	LOGAN & POWELL, LLP	113102	04/09/18	14,780.00
	003321	LOPEZ/RENE	113103	04/09/18	20.00
	003565	MANAGEMENT PARTNERS	113104	04/09/18	10,058.11
	003403	MAR-KEN INTERNATIONAL PO	113105	04/09/18	650.00
	000291	MBASIA	113106	04/09/18	3,084.24
	001815	MC GRATH/TRISH	113107	04/09/18	20.00
	003584	MENDOZA/FERNANDO	113108	04/09/18	672.00
	002078	METRO MOBILE COMMUNICATI	113109	04/09/18	1,995.52
	000323	NBS GOVERNMENT FINANCE G	113110	04/09/18	1,823.75
	003591	NICHOLS CONSULTING	113111	04/09/18	9,933.75
	003336	OPENCOUNTER ENTERPRISES	113112	04/09/18	5,000.00
	001787	PETRINI'S GARDENING SERV	113113	04/09/18	75.00
	001857	PHOENIX GROUP	113114	04/09/18	84.20
	000102	PITNEY BOWES	113115	04/09/18	509.10
	003323	POMPETTE/NICOLE	113116	04/09/18	20.00
	001233	PORTER DDS MS/BRENT J	113117	04/09/18	84.45
	003117	PRIORITY 1 PUBLIC SAFETY	113118	04/09/18	400.00
	003663	RENNE SLOAN HOLTZMAN SAK	113119	04/09/18	1,195.24
	001563	ROBINSON DDS/RICHARD N	113120	04/09/18	320.00
	001883	S.W.R.C.B.	113121	04/09/18	150.00
	000135	SAN LORENZO VALLEY WATER	113122	04/09/18	28.27
	001885	SANTA CRUZ BIOTECHNOLOGY	113123	04/09/18	115.54
	000820	SANTA CRUZ/COUNTY OF	113124	04/09/18	172.00
	003239	SCHERTZ/ALYCIA	113125	04/09/18	629.60
	000319	SCOTTS VALLEY CAR WASH	113126	04/09/18	47.94
	000707	SENIOR CITIZEN'S LEGAL S	113127	04/09/18	3,371.00
	001535	SKIP'S TIRE & AUTO CENTE	113128	04/09/18	716.31
	001535	SKIP'S TIRE & AUTO CENTE	113129	04/09/18	102.19
	001361	STEVENS DDS/JOHN A	113130	04/09/18	219.40
	000143	SUMMIT UNIFORMS	113131	04/09/18	275.31
	000882	SUPERIOR ALARM COMPANY	113132	04/09/18	408.00

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
001085	SYCAL ENGINEERING INC	113133	04/09/18	2,430.00	
001589	TELECOMMUNICATIONS	113134	04/09/18	6,666.24	
001560	TRITON CONSTRUCTION	113135	04/09/18	75.00	
001366	U.S. BANCORP OFFICE	113136	04/09/18	1,260.35	
000146	U.S. POSTMASTER	113137	04/09/18	225.00	
000146	U.S. POSTMASTER	113138	04/09/18	3,000.00	
001831	USA BLUE BOOK	113139	04/09/18	431.07	
001908	WATERLESS CO INC	113140	04/09/18	45.14	
001342	WELCH/JAMES	113141	04/09/18	20.00	
003008	WILLIAMS/JESSE	113142	04/09/18	20.00	
001625	YOSHIDA DDS/NOREEN	113143	04/09/18	621.60	
002021	ZOOM	113144	04/09/18	931.01	
	GENERAL CHECKING ACCOUNT			391,624.01	***

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				391,624.01

RECORDS PRINTED - 000182

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
001	GENERAL	209,272.93
002	RECYCLING/ENVIRONMENTAL	172.00
004	RECREATION	5,075.51
007	DRAINAGE CONSTRUCTION	9,933.75
010	WASTEWATER OPERATIONS	16,006.78
011	TERTIARY TREATMENT PLANT	2,517.73
023	SVRDA SUCCESSOR AGENCY	100.00
024	LENNAR TRUST FUNDS	13,216.19
028	SENIOR CENTER	254.70
050	PINEWOOD EST LNDSCP MAINT DT	411.27
077	SKYPARK MAINT ASSESS DIST	825.00
112	DENTAL INS INTERNAL SERV	5,405.05
123	COMMUNITY FACILITY CENTER	78.91
150	GENERAL CAPITAL IMPROVEMENTS	128,247.15
312	POLICE - BUDGET ACT OF 2016	107.04
TOTAL ALL FUNDS		391,624.01

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BA	GENERAL CHECKING ACCOUNT	391,624.01
TOTAL ALL BANKS		391,624.01

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 18, 2018

TO: Honorable Mayor and City Council

FROM: Kristin Ard, Recreation Division Manager

APPROVED: Jenny D. Haruyama, City Manager

SUBJECT: **NON-COLLECTION OF FEES FOR DAYS OF WINE AND WET NOSES – UNCONDITIONAL LOVE ANIMAL RESCUE**

SUMMARY OF ISSUE

Unconditional Love Animal Rescue is a non-profit 501(c)(3) organization whose volunteers host the Days of Wine and Wet Noses event in Scotts Valley. The annual event is scheduled to be held at MacDorsa Park on Saturday, April 21, 2018. The money raised at this event goes toward saving animals which have been deemed not fit for adoption by the County Animal Shelter.

The Unconditional Love Animal Rescue is requesting that Council not collect the $450 facilities use fee for the event. This fee is based on the number of people who will be attending the event. Council has considered and approved this proposed non-collection of fees for prior events.

FISCAL IMPACT

Unbudgeted loss of Recreation Fund revenue.

STAFF RECOMMENDATION

It is recommended that the City Council consider approval of the non-collection of the $450 facilities use permit fee for the Unconditional Love Animal Rescue – Days of Wine and Wet Noses scheduled to be held at MacDorsa Park on April 21, 2018.

TABLE OF CONTENTS PAGE

Days of Wine and Wet Noses

Kristin Ard
City of Scotts Valley
Recreation Division Manager

March 8, 2018

Dear Kristin,

This is the fifth year Days of Wine and Wet Noses will be having its yearly fundraiser at McDorsa Park. The event has live music and fun for all, dogs and humans alike.

The money raised from this event benefits Unconditional Love Animal Rescue.
This is an organization that receives no government funding. It exists on private donations alone.
We are 501C organization: Unconditional Love tax exempt id is 91-2151394

Unconditional Love Animal Rescue is the last hope for animals deemed unsavable by the county shelter. We rescue then place in good homes. Everything from Horses to dogs. Many of our animals are the product of abuse and neglect.

Unconditional love is an all-volunteer organization. There are no paid staff members.

The first 4 years the event was at McDorsa Park, the city council was generous enough to waive the fees, thereby making more money available for the good work that we do.

We are hoping the council will waive the fees again this year.
Thank you in advance for your generosity.

Thank you for your time,

Chris Perri & Laurie Roberts
Laurie Roberts
KPIG 107oink5/KPIG.com
KFOX 98.5 SJ/102.1 SF
SF Bay Area Radio Hall of Fame

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 18, 2018

TO: Honorable Mayor and City Council

FROM: Jessica Kahn, Civil Engineer

APPROVED: Jenny Haruyama, City Manager

SUBJECT: APPROVE RESOLUTION APPROVING A LIST OF PROJECTS TO BE FUNDED BY SB-1: THE ROAD REPAIR AND ACCOUNTABILITY ACT

SUMMARY OF ISSUE

On April 28, 2017, the Governor signed Senate Bill (SB) 1, which is known as the Road Repair and Accountability Act of 2017. SB1 was passed by the legislature as a means of providing additional funding for basic road maintenance, rehabilitation and critical safety needs on both state highways and local streets and road system. SB 1 increases per gallon fuel excise taxes; diesel fuel excise taxes and vehicle registration fees and provides for adjustments for inflation in future years.

The California Transportation Commission (CTC) has set May 1, 2018, as the deadline for cities to submit a list of projects to be funded with Road Maintenance and Rehabilitation Account (RMRA) funds. The City expects to receive approximately $200,000 in FY 2018/19. As part of the proposed FY 2018/19 Capital Improvement Program (CIP) – Annual Street Maintenance/Resurfacing Program, staff recommends the following projects be funded with RMRA funds:

STREET NAME	BEGIN LOCATION	END LOCATION	TREATMENT
Blue Hills Court	South Navarra Drive	South end	HMA overlay
Green Tree Way	Oak Creek Boulevard	West end	
Kentwood Court	Kirkorian Court	East end	
Pinecone Lane	Whispering Pines Drive	East end	
Purple Hills Court	San Augustine	West end	
Sageland Court	San Augustine Way	West end	
Taryn Court	Lauren Circle	East end	
Granite Creek Road	Scotts Valley Drive	Santa's Village Road	HMA overlay w/digouts
Nadia Court	Grace Way	East end	
Scotts Valley Drive	Sawyer Circle	North end	
Lockhart Gulch Road	Mt. Hermon Road	Pavement change	Seal Cracks
Scotts Valley Drive	Mt. Hermon Road	Bethany Drive	

The project list submitted to the CTC does not limit flexible use of funds, provided that funds are only used for eligible projects – the City can fund projects in a given year not on the project list or not fund projects that were on the project list. As required by SB 1, the City will also prepare a report at the end of the fiscal year detailing the actual expenditure of SB 1 funds during the year including the projects funded and the amount of funding expended.

FISCAL IMPACT

SB 1 will provide RMRA funds totaling approximately $200,000. Fund allocations in FY 2018/19 will be used for project construction. RMRA funds are supplemental to current City funding sources.

STAFF RECOMMENDATION

Staff recommends that Council adopt Resolution No. 1946, a resolution of the City Council of the City of Scotts Valley incorporating a list of projects to be funded by SB-1: The Road Repair and Accountability Act.

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RESOLUTION NO. 1946

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY INCORPORATING A LIST OF PROJECTS TO BE FUNDED BY SB-1: THE ROAD REPAIR AND ACCOUNTABILITY ACT

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of City of Scotts Valley are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Scotts Valley must provide to the California Transportation Commission a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Scotts Valley will receive and estimated $200,000 in RMRA funding in Fiscal Year 2018/19 from SB 1; and

WHEREAS, the full amount of the anticipated 2017/18 RMRA disbursement shall be allocated to the Annual Street Maintenance/Resurfacing Program CIP #16; and,

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Scotts Valley, as follows:

1. The City Council hereby finds that the facts set forth in the recitals to this Resolution are true and correct, and establish the factual basis for the City Council's adoption of this Resolution.
2. The City Council hereby adopts a resolution approving Project Listing for the Road Repair and Accountability Act of 2017, Senate Bill (SB1) for the California Transportation Commission (CTC).
3. The City Council hereby approves the following SB1 projects to receive Road Repair and Accountability Act funding:
    a) Annual Street Maintenance/Resurfacing Program
        i. FY 2018/19 consisting of the following:

STREET NAME	BEGIN LOCATION	END LOCATION	TREATMENT
Blue Hills Court	South Navarra Drive	South end	HMA overlay
Green Tree Way	Oak Creek Boulevard	West end	
Kentwood Court	Kirkorian Court	East end	
Pinecone Lane	Whispering Pines Drive	East end	
Purple Hills Court	San Augustine	West end	
Sageland Court	San Augustine Way	West end	
Taryn Court	Lauren Circle	East end	
Granite Creek Road	Scotts Valley Drive	Santa's Village Road	HMA overlay w/digouts
Nadia Court	Grace Way	East end	
Scotts Valley Drive	Sawyer Circle	North end	
Lockhart Gulch Road	Mt. Hermon Road	Pavement change	Seal Cracks
Scotts Valley Drive	Mt. Hermon Road	Bethany Drive	

ii. The useful life is estimated to be 10-15 years.
iii. Construction to be completed by the Spring of 2019.

The above and foregoing resolution was duly and regularly adopted by the City Council of the City of Scotts Valley at a regular meeting held on the 18th day of April, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: ______________________________
Jim Reed, Mayor

Attest: ______________________________
Tracy A. Ferrara, City Clerk

AGENDA ITEM 1
DATE: 4-18-2018

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 18, 2018

TO: Honorable Mayor and City Council

FROM: Jenny D. Haruyama, City Manager

SUBJECT: **ORAL PRESENTATION: DAN HAIFLEY, O'NEILL SEA ODYSSEY**

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 18, 2018

TO: Honorable Mayor and City Council

FROM: Kristin Ard, Recreation Division Manager

APPROVED: Jenny D. Haruyama, City Manager

SUBJECT: **GLENWOOD OPEN SPACE ACCESS PLAN**

SUMMARY OF ISSUE

The Glenwood Open Space Access Plan focuses on the development of a comprehensive trail system in Glenwood Preserve approximately 9 miles or 170 acres. The three miles of trail on the west side is designed to allow for hiking, bicycling and dogs on leash. It is anticipated that the west preserve trail construction could begin as early as Spring 2018. The six miles of trails on the east side of the preserve, which contains areas of endangered plant and insect species, will accommodate hiking and fishing. Depending on available funding, construction of the east side trail system could start as early as Fall 2018.

At the December 6, 2017 City Council meeting, Council gave staff the following direction:

1. Approve the Glenwood Open Space Preserve Long-Term Management Plan (LTMP)
2. Direct staff to update the Memorandum of Understanding (MOU) with the Land Trust of Santa Cruz County (Land Trust)
3. Direct staff to proceed with planning for public access on the Glenwood Preserve and return to Council with a proposed Final Trail Access Plan

With the above direction from Council, an MOU between the City and the Land Trust was approved at the March 21, 2018 Council meeting. In addition, the Parks and Recreation Commission (PRC) held several public meetings to provide Council with a recommendation on a final access plan for the Glenwood Preserve. The west preserve and a conceptual trail plan for the east side of the preserve was presented by the Land Trust of Santa Cruz County at the January 2018 PRC meeting. At the February 2018 PRC meeting, the Commission took action to approve the west side of the Preserve with the following considerations: conduct educational outreach regarding the endangered species; develop a web presence and other electronic informational materials about the Glenwood Preserve; explore and identify solutions; engage the Scotts Valley School

District regarding parking on K street; and organize a tour of the east preserve (which was held on March 10, 2018). At the March 22, 2018 meeting, the PRC took action to approve the Glenwood Open Space Final Access Plan for the east side with the following considerations: removal of all neighborhood access points on the final trail map; remove public parking sign at Canham Road on trail map; and to consider the dirt lot at Shugart Park be opened for overflow parking. At all meetings, a summary of public comments and staff responses were taken.

The attached “Public Access Overview and Trail Map” (Attachment A), was developed based on stakeholder feedback about allowable activities, and trail placement to ensure compliance with the Long-Term Management Plan. By example, the trail alignment was adjusted for the privacy of neighbors on Tabor Drive based on feedback received from prior meetings. While this comprehensive document represents the proposed final plan, it can be modified to reflect further improvements. Field survey, staking, and mapping has been completed for the entire preserve.

Approximately 250 parking spaces are available for public access within a five minute walk to the preserve in the following locations: Siltanen Park, Al Shugart unimproved parking, lower highschool lot, and K-Street.

PUBLIC OUTREACH

Besides the public meetings that were held, a variety of other methods have been used to ensure the public has had an opportunity to submit comments on this project. In addition to the local paper, social media tools were used to engage residents and interested stakeholders. These efforts include the City’s website and Facebook, Instagram, and Nextdoor accounts, private social media sites (e.g. My Scotts Valley), and other interested groups such as Scotts Valley School District and Scotts Valley High School Cross Country team.

The City is working jointly with the Land Trust of Santa Cruz County on preserve trail development and implementation. The City will enforce park rules and regulations for the preserve and continue to proactively identify adequate parking prior to the opening of the preserve. The Land Trust of Santa Cruz County will be the lead in grazing and sensitive zone vegetation management through the use of volunteer patrols and enforcement as necessary. Scotts Valley Fire District is responsible for vegetation management.

FISCAL IMPACT

Staff time will be required to complete the public access planning and management of the trail building process, as well as the purchase and installation of appropriate park signage and maintenance. Additionally, once the preserve is officially open to the public, the Scotts Valley Police Department may experience an increase in calls for service. While the initial costs would be absorbed by the City, any ongoing impacts will need to be addressed through future budget development discussions.

The Land Trust of Santa Cruz County has a fundraising campaign underway dedicated solely to trails. It is expected that volunteer groups will step forward to assist in the maintenance of the trail system. In addition, the City has applied for two grants; on that could immediately help to construct the west side trails and another that could assist with parking and trail construction on the Glenwood Preserve.

ENVIRONMENTAL DETERMINATION

This project is consistent with the Glenwood Preserve Long-Term Management Plan and is exempt from the California Environmental Quality Act (CEQA) pursuant to Categorical Exemptions 15307 and 15308.

STAFF RECOMMENDATION

It is recommended that the City Council consider approval of the Glenwood Open Space Public Access Plan and Trail Map.

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Glenwood Preserve: Public Access Overview

Final, 4-18-2018

Attachment A

Primary Considerations

Land Ownership: City of Scotts Valley

Land Management: Land Trust of Santa Cruz County

Fire Protection: Lead – Scotts Valley Fire District

Support – CalFIRE and Land Trust of Santa Cruz County
Activities – Vegetation management, training

Law Enforcement: Lead – Scotts Valley Police Department

Support – Land Trust (staff and volunteers)
Approach – Many eyes and ears. Enforcement as necessary.

Natural Resources: Lead – Land Trust

Support – Expert Advisers, Police Department, Volunteers
Approach – Management zones. Grazing and vegetation management. Buffers around sensitive areas. No use of baserock or pavement for trail surfacing. Patrols. Enforcement as necessary.

Management Zones

West Preserve

Trails

- About 3 miles
- 2-4 foot wide trails
- Gentle gradients
- Loop trails

Allowed Activities

- Hiking
- Biking
- Dogs (on leash)

Additional considerations

- Future possible links to High School and Salvation Army Camp Redwood Glen
- No ‘bike park’ features

East Preserve

Trails

- About 6 miles
- 2-4 foot wide trails
- Gentle gradients
- Several bridges

Allowed Activities

- Hiking
- Fishing
- No biking, no dogs

Additional considerations

- Access points from neighborhoods
- Pond
- Cattle
- Water District road

Beetle Pasture

Trails

- Short trail from school
- Cattle path as trail
- Fencing between path and habitat

Allowed Activities

- School field trips
- University research
- Closed to other access

Additional considerations

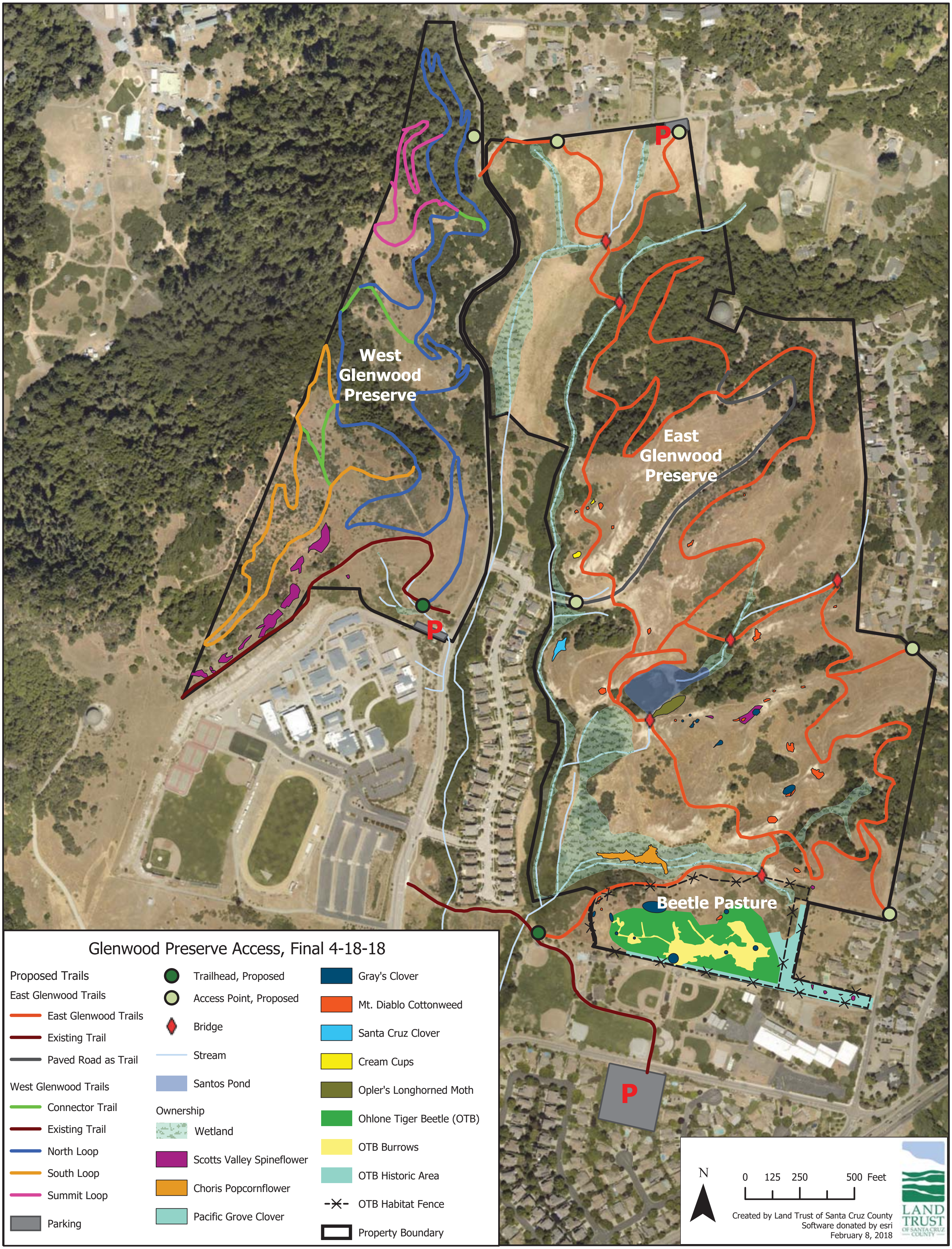
- Open in autumn only
- Strict limitations on access to protect rare species

Prohibited in All Management Zones

- Motor vehicles
- Camping
- Smoking

Your comments are welcome at: Access@LandTrustSantaCruz.org

The Long Term Management Plan is available at:
http://www.landtrustsantacruz.org/wp/wp-content/uploads/2017/12/Glenwood-LTMP_20171107.pdf


West Glenwood Preserve
East Glenwood Preserve
Beetle Pasture
P
P
P
P
Glenwood Preserve Access, Final 4-18-18
Proposed Trails
East Glenwood Trails
East Glenwood Trails
Existing Trail
Paved Road as Trail
West Glenwood Trails
Connector Trail
Existing Trail
North Loop
South Loop
Summit Loop
Parking
Trailhead, Proposed
Access Point, Proposed
Bridge
Stream
Santos Pond
Ownership
Wetland
Scotts Valley Spineflower
Choris Popcornflower
Pacific Grove Clover
Gray's Clover
Mt. Diablo Cottonweed
Santa Cruz Clover
Cream Cups
Opler's Longhorned Moth
Ohlone Tiger Beetle (OTB)
OTB Burrows
OTB Historic Area
OTB Habitat Fence
Property Boundary
N
0 125 250 500 Feet
Created by Land Trust of Santa Cruz County
Software donated by esri
February 8, 2018
LAND TRUST OF SANTA CRUZ COUNTY

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 18, 2018

TO: Honorable Mayor and City Council

FROM: Steve Hammack, Interim Public Works Director
Jessica Kahn, Civil Engineer
Steve Toler, Budget and Financial Consultant

APPROVED: Jenny Haruyama, City Manager

SUBJECT: **FIVE-YEAR CAPITAL IMPROVEMENT PROJECT AND CAPITAL PURCHASE PLAN FOR FY 2018/19 TO FY 2022/23**

SUMMARY OF ISSUE

In anticipation of preparing the FY 2018/19 Annual Budget, staff has prepared a draft Five-Year Capital Improvement Project and Capital Purchase Plan ("Five-Year CIP Plan") that recommends major capital improvement projects ("CIP") and other significant capital expenditures during the five-year period from FY 2018/19 to FY 2022/23. The CIP describes individual projects and establishes a financing source and schedule. A funds availability analysis is also included to identify where funds may not be available based on staff projections. The attached draft plan is being presented to the City Council for input and policy direction.

Background

The Five-Year CIP Plan includes the following components:

- Capital Improvement Project Budgeting Process – this document describes in greater detail the process used by staff to prepare the Five-Year CIP Plan.
- Capital Improvement and Capital Purchase Program Overview – a summary document that discusses the status of ongoing projects approved in FY 2017/18, a list of projects completed and closed out in FY 2017/18, an overview of the projects proposed for FY 2018/19, and a funding availability analysis for the projects identified in the Five-Year CIP Plan.
- CIP Project Descriptions – each CIP item has its own project description sheet. The description sheets identify the project's priority, funding source, estimated project schedule, inflation factor for projects not scheduled for the current year, a cost contingency factor and a full project description.
- Five-Year Capital Improvement Project and Capital Purchase Plan (FY 2018/19 to FY 2022/23) – this table lists each of the 61 projects identified by staff for the five-year period, their priority, proposed funding source, whether it is a new or existing (previously identified) project, and the estimated cost by year.
- Five-Year CIP Plan Funding Availability – this analysis breaks out the funding

sources for each project and is sorted based on the priority category assigned to each project. The analysis identifies funds available based on existing reserves, preliminary revenue projections, and any interfund transfers anticipated over the five-year period.

PROJECT PRIORITY CATEGORY DESIGNATIONS

In FY 2017/18, the City adopted a CIP project prioritization methodology based on factors including health and safety issues and compliance with legal and/or regulatory requirements. The priority/criticality of a project is evaluated based on the nature of the project rather than merely the timing of when the project needs to be implemented. The priority categories are described as follows:

- Priority A - projects **essential/critical** to health and safety or legal/regulatory requirements.
- Priority B - projects **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C - projects **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

Based on this framework, each project has been assigned a priority category based on staff's professional judgment. This approach allows the City to review its CIP projects in light of priority factors and, in cases where competing uses for financial resources exist, can identify the priority use of available funds.

SUMMARY OF THE PROPOSED FIVE-YEAR CIP PLAN AND FUNDING AVAILABILITY

There are 61 identified CIP and capital outlay projects in the proposed Five-Year CIP Plan. A summary by project category is presented in the table below.

Category	# of Projects	Total Estimated Cost	Scheduled over 5-Year Plan	Not Scheduled
Wastewater	15	$ 2,152,600	$ 1,920,700	$ 231,900
Transportation	8	$ 9,602,000	$ 4,231,000	$ 5,371,000
Storm Drains	2	$ 684,300	$ 500,000	$ 184,300
Parks	13	$ 5,982,200	$ 1,977,200	$ 4,005,000
General Facilities	6	$ 3,045,350	$ 3,045,350	$ -
Police	6	$ 513,900	$ 513,900	$ -
Information Technology	4	$ 642,500	$ 642,500	$ -
Total	**54**	**$22,622,850**	**$12,830,650**	**$9,792,200**

There are six projects totaling over $9 million that are currently not scheduled in the Five-Year CIP Plan due to a lack of available funding sources. These projects are further described in the sections below.

Over $12.8 million in projects, however, have funding sources identified and are programmed in the five-year forecast. Of this amount, a total of 22 projects totaling

$2,275,200 are recommended for appropriation as part of the FY 2018/19 Annual Budget.

NEW PROJECTS

The Plan has been updated from the prior year plan based on revised cost estimates. There are several new projects that have been identified based on staff's review of infrastructure/capital needs and to ensure compliance with state laws. A brief description of the new projects identified in the Plan are as follows:

- **CIP #01 – AIR CONDITIONING UNIT – WASTEWATER OPERATIONS BUILDING (FY 2018-19; $30,000)** – Replace the AC unit in the Wastewater Operations building that has been out of service since Fall 2016.
- **CIP #04 – SEWER SYSTEM MANAGEMENT PLAN (FY 2018-19; $375,000)** – The Sewer System Management Plan must be updated every five (5) years to facilitate proper management of the sewer system.
- **CIP #10 – ROTARY DRUM THICKENER (FY 2020-21; $231,900)** –Provide redundancy for the sludge thickener/press and eliminate the need for the belt press at the wastewater treatment plant.
- **CIP #14 – ULTRAVIOLET DISINFESCTION SYSTEM EVALUATION (FY 2022-23; $42,000)** – Perform an evaluation of the ultraviolet (UV) disinfection system for recycled water at the WWTP.
- **CIP #19 – SCOTTS VALLEY DRIVE MEDIANS (FY 2019-20; $375,000)** – Construct additional medians on Scotts Valley Drive from Civic Center Drive to Granite Creek Road.
- **CIP #21 – ACTIVE TRANSPORTATION PLAN (FY 2022-23; $200,000)** – Develop and prioritize a list of bicycle and pedestrian projects to increase active transportation opportunities throughout the City.
- **CIP #24 – TRASH AMENDMENTS COMPLIANCE (FY 2018-19 to 2022-23; $500,000)** – Construct trash capture devices to meet compliance measures as determined by the Storm Drainage Master Plan Update.
- **CIP #27 – RECREATION BUILDING ROOF (FY 2018-19; $52,900)** – Replace roof and gutter at the Recreation Building.
- **CIP #29 – VERN HART FISHING PARK IMPROVEMENTS (FY 2018-19; $12,000)** – Repair the storm damage to the park in addition to improvements to the existing picnic area and parking lot
- **CIP #36 – PLAY STRUCTURE EQUIPMENT – SKYPARK (Unscheduled; $980,000)** – Replacement of playground equipment in Skypark.
- **CIP #37 – GLENWOOD OPEN SPACE PRESERVE EAST TRAILS (Unscheduled; $525,000)** – Construction of the east side trail system of the Glenwood Open Space Preserve inclusive of parking facilities and travel from the Siltanen Park parking lot to the main trailhead.

- **CIP #44 – PUBLIC WORKS DEPARTMENT FACILITY**– Expand the existing Wastewater Operations building and reconfigure the vehicle maintenance facilities to accommodate all Public Works staff.
- **CIP #46 – POLICE BODY WORN & IN CAR CAMERAS (FY 2019-20; $193,700)** – Outfit all officers with body cameras and patrol vehicles with in-car cameras.
- **CIP #52 – CITYWIDE TECHNOLOGY UPDATES (FY 2018-19 to 2022-23; $72,800)** – Update operating system software on workstations and servers.

FUNDING AVAILABILITY

The Capital Improvement and Capital Purchase Program overview document in the attached Five-Year CIP Plan includes a section entitled "Five-Year Funding Analysis" that analyzes the funding availability for all projects. There are four issues that we wish to call to the City Council's attention in this area: 1) unfunded/unscheduled projects; 2) Measure D (transportation) funded projects; 3) Measure S (library) funded projects; and, 4) Lennar Funds funded projects.

Unfunded/Unscheduled Projects

As staff prepared the Five-Year CIP Plan and matched available funding sources with estimated project costs, we identified six specific projects that, due to their magnitude and priority designation, do not have any funding sources identified to complete those projects. These projects are identified in the table below.

#	Description	Priority	Amount
22	Sidewalk Master Plan Projects – a total of 13 projects remaining to be completed from the 1996 Sidewalk Master Plan	B	$2,513,000
23	Bicycle Transportation Plan Projects – a total of 6 projects remaining from the 2012 Bicycle Transportation Plan	C	$2,858,000
25	Storm Drain Master Plan Projects – a total of 9 projects remaining to be completed from the 1989 Storm Drain Master Plan	B	$184,300
36	Play Structure Equipment – Skypark – replacement of all play structures	B	$980,000
37	Glenwood Open Space Preserve East Trails – construction of the east side trail system of the inclusive of parking facilities	C	$525,000
38	Al Shugart Park Phases 1, 3 & 4 Construction – completion of phases 1, 3 & 4 for Al Shugart Park which include a dog park, restrooms, parking lots, a bridge, and turf and picnic areas	C	$2,500,000
	Total		**$8,055,300**

It is recommended that the City Council continue to include these projects in the Five-Year CIP Plan until staff can identify available funding sources.

Measure D (Transportation) Funded Projects

The passage of Measure D in November 2016 will provide nearly $270,000 in annual sales tax revenues to the City to fund a variety of transportation projects that the City might not have otherwise been able to fund with existing revenues (a key stipulation in the measure). Including these projects in the CIP meets the public hearing requirement to annually adopt a five-year program of projects. Based on staff's analysis and available funding projected in the next five year, staff is recommending that the following projects be funded using Measure D funds.

#	Description	Priority	Fiscal Year	Measure D Amount
17	Rehabilitation of Glenwood Drive	B	2018/19	$ 600,000
18	Sidewalk Improvements on Kings Village Road	B	2018/19	$35,000
20	Pavement Rehabilitation for Bean Creek Road	A	2020/21	$500,000
21	Active Transportation Plan	B	2022/23	$100,000
	Total			**$1,235,000**

RMRA (SB 1) Funded Projects

The Road Repair and Accountability Act of 2017 (SB1) will provide nearly $200,000 in revenues to the City to fund road maintenance and rehabilitation. In FY 2017/18 a pavement management study (PMS) was completed to inform the prioritization and funding of streets throughout the City. Based on the study, several large rehabilitation projects have been identified and are scheduled separately in the CIP. CIP#16, Annual Street Maintenance/Resurfacing Program, includes preventative maintenance measures to extend the time needed before more expensive rehabilitation and reconstruction is required on given roadways. Based on staff's analysis and available funding projected in the next five years, staff is recommending preventative maintenance be performed on the following roadways using SB1 funds.

Street Name	Begin Location	End Location
Blue Hills Ct	South Navarra Dr	South End
Green Tree Wy	Oak Creek Blvd	West End
Kentwood Ct	Kirkorian Ct	East End
Pinecone Ln	Whispering Pines Dr	East End
Purple Hills Ct	San Augustine	West End
Sageland Ct	San Augustine Way	West End
Taryn Ct	Lauren Circle	East End
Granite Creek Rd	Scotts Valley Dr	Santas Village Rd
Nadia Ct	Grace Way	East End
Scotts Valley Dr	Sawyer Ci	North End
Lockhart Gulch Rd	Mt. Hermon Rd	Pavement Change
Scotts Valley Dr	Mt. Hermon Rd	Bethany Dr

Measure S (Library) Funded Projects

The passage of Measure S in June 2016 will provide $3 million in bond financing revenues for improvements to the Scotts Valley Library. The City is currently in the process of identifying improvements that are consistent with the measure. Currently, there are two projects which have been identified to be implemented as indicated below. The third project represents a placeholder amount pending the determination of the improvements to be made to the Library. Once projects have been identified, they will be scheduled in future Five-Year CIP Plans.

#	Description	Priority	Fiscal Year	Measure S Amount
--	Library Roof and HVAC System	B	2018/19	$300,800
41	Library Improvements - Sound Attenuation, Building System Improvements, Parking Lot	B	2019/20	$190,000
42	Library Improvements – Other	B	2019/20	$2,549,200
	Total			**$3,000,000**

Grant Funded Projects

There are three projects that are partially funded, or may potentially be funded, by grants and reimbursements from the State and federal government and other agencies. Staff continually evaluates grant opportunities as they become available, future grant opportunities in FY2018/19 include programs from Caltrans, the State Water Board, the Natural Resources Agency, and CalRecycle.

#	Description	Priority	Fiscal Year	Awarded Grant Amount	Pending Grant Amount
17	Rehabilitation of Glenwood Drive	B	2018/19-2019/20	$310,000	$665,000
18	Sidewalk Improvements on Kings Village Road	B	2018/19	$271,000	
21	Active Transportation Plan	B	2022/23		$175,000
	Total			**$581,000**	**$840,000**

Lennar Funds Funded Projects

The First Amendment to the Development Agreement between the City and Lennar Homes of California, Inc. dated March 11, 2014 provided $1 million for parks and recreational opportunities at the City Council's discretion. The City Council at that time identified several projects that would be funded through what is referred to as "Lennar Funds." A total of $847,300 was allocated to projects previously authorized by the City Council that have either been completed, are included in the Five-Year CIP Plan, or not yet scheduled as reflected in the table below.

#	Description	Priority	Fiscal Year	Lennar Funds Amount
Projects Approved and Expected to be Completed by FY 2017/18				
N/A	Chairs/Tables at Community Center	N/A	FY 2014/15	$ 14,600
N/A	Pool Cover	N/A	FY 2014/15	7,500
N/A	Recreation Van	N/A	FY 2015/16	18,700
N/A	Softball Infield Fields	N/A	FY 2015/16	12,400
N/A	Skypark Tennis and Basketball Courts	N/A	FY 2015/16	16,500
N/A	Community Center ADA Improvements – Phase 1 (1st year)	N/A	FY 2016/17	29,000
N/A	Parks ADA Improvements – Phase 1 (1st year)	N/A	FY 2016/17	38,800
N/A	Performing Arts Center/Building Improvements	N/A	FY 2016/17	70,000
N/A	Brook Knoll & Vine Hill Modular Flooring Replacement	N/A	FY 2016/17	30,000
N/A	Community Center ADA Improvements – Phase 1	N/A	FY 2017/18	46,000
	Total projects approved and completed			**283,500**
Projects Scheduled in Five-Year CIP Plan FY 2017/18 to FY2021/22				
26	Parks ADA Improvements – Phase 1	A	2017/18 to 2020/21	162,400
33	Skypark Tennis Area Improvements	C	2018/19	20,000
34	Parks ADA Improvements – Phase 2	A	2021/22	75,000
	Projects Scheduled in Five-Year CIP Plan			**257,400**
Projects Approved and Not Yet Scheduled				
N/A	MacDorsa Park Retaining Wall	N/A	N/A	2,500
N/A	Theater	N/A	N/A	25,000
N/A	Octagon Building	N/A	N/A	12,500
N/A	High School Tennis Courts	N/A	N/A	10,000
N/A	Siltanen Field Backstops	N/A	N/A	15,000
N/A	SVHS Tennis Courts	N/A	N/A	2,000
N/A	Skypark Tennis Area	N/A	N/A	68,500
	Total projects approved and not yet scheduled			**135,500**
	Total – All Approved Projects Completed, Scheduled and Unscheduled			**$676,400**

After the funding of these projects, it is anticipated that nearly $152,700 will be available to fund future projects.

FUTURE MEETINGS

Following tonight's meeting and City Council direction, the Five-Year CIP Plan will be presented to the Planning Commission for its review on May 10, 2018 regarding the plan's consistency with the City's General Plan. The Five-Year CIP Plan will also be included in the Preliminary FY 2018/19 Annual Budget and Five-Year Financial Plan that will be reviewed by the City Council at its regular meeting on May 16, 2018.

The City Council may add, delete, or rearrange the timing of any of the projects within the Capital Improvement Program.

FISCAL IMPACT

There is no fiscal impact at this time pending inclusion of the final Five-Year CIP Plan as part of the FY 2018/19 Annual Budget, which is scheduled on June 6, 2018 and final adoption on June 20, 2018.

STAFF RECOMMENDATION

It is recommended that the City Council provide policy direction on the proposed Five-Year CIP Plan, considering the following questions.

1. Does the City Council have any recommended changes to the proposed CIP and capital outlay projects in the following areas:
    a. Priority Category
    b. Timing
    c. Funding Sources
2. Does the City Council wish to add or delete any of the proposed CIP or capital outlay projects?
3. Does the City Council have input regarding the Unfunded/Unscheduled projects in regards to project validity, scheduling, and/or funding sources?

Subject to City Council direction, staff will make the necessary changes to the Five-Year CIP Plan and incorporate the revised draft in the Preliminary FY 2018/19 Annual Budget.

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THE CAPITAL IMPROVEMENT PROJECT BUDGETING PROCESS

The City prepares a five-year capital improvement project and capital outlay plan as part of its annual budget. The development of the capital improvement project ("CIP") program is more complex than planning to purchase a piece of equipment that would be the subject of a capital outlay expenditure. This document provides background information on the process to develop and budget the CIP portion of the five-year plan.

What is a CIP?

A capital improvement project (or "CIP") is a plan for capital expenditures to provide for the acquisition, expansion or rehabilitation of an element of the City's physical plant to be incurred over a period of several future years. Examples of such projects include:

- Wastewater treatment plant upgrades
- Street pavement projects
- Park infrastructure improvements (e.g., paving basketball courts, walkway construction or rehabilitation)
- City facilities construction / refurbishment

Because the costs of such improvements are usually significant, the City prepares a five-year capital improvement project plan so that it can anticipate future costs and funding strategies for projects.

CIP Planning Process

Identifying CIP Projects

Throughout the fiscal year, City staff members continually monitor the functional status and performance of all of the City's physical plant. Maintenance activities supporting City infrastructure are documented and analyzed to determine if rehabilitation or replacement is necessary. In addition, throughout the year, policy direction from the City Council may be received to construct, enhance or rehabilitate City facilities. Staff makes note of these projects and begins to define the scope, nature and extent of projects as may be required.

In the winter of each year, under the direction of the City Manager, the Public Works Director initiates discussions with members of various City departments to begin the process of developing the coming five-year plan. Existing projects on the previous year's Five-Year CIP Plan are reviewed and updated. Staff also begins the process of formally identifying, for consideration by the City Council, updates to CIP's identified in the prior year-s plan, and any new CIP's which were not on the list in the previous year.

Project Prioritization

Each project is assigned a priority category based on staff's professional judgment using the factors and priority levels identified below:

- **Priority A** – project is ***essential/critical*** to health and safety or legal/regulatory requirements
- **Priority B** – project is ***important*** to maintaining health and safety or maintaining quality of life, ***but not critical***.
- **Priority C** – project is ***deferrable*** and would only be implemented to the extent that higher priority projects are first funded.

Cost Estimates

Over the next few months, staff develops a draft CIP Plan. Upon identifying the scope and nature of each project, staff begins to prepare cost estimates of the projects. Projects which come up within the next 1-2 years have more detailed engineers' cost estimates prepared for purposes of determining the total cost of the project. Projects which are 3-5 years out have less-detailed cost estimates prepared but are sufficient in detail to give an overall order-of-magnitude cost estimate for planning purposes. This is performed for both newly identified projects and projects that are being updated from the previous year's five-year CIP plan.

The City builds in an inflation factor to cost estimates that are 2-5 years out. Inflation factors can range anywhere from 2% to 10% per year. Assumptions are made based upon the historical trends and future expectations of raw material and labor costs for each project. For example, projects that have significant amounts of steel or oil products may have a high inflationary factor due to the price increases experienced and forecast for those raw materials. On the other hand, projects which entail dirt and sod may yield lower inflationary factors. The typical inflation factor used in the City's CIP plan is 3%.

Cost estimates also include contingency factors that can range from 0% to 25% based upon historical experience of similar projects and relative uncertainty with respect to the project itself. For example, a construction project built upon ground that is suspected to have hazardous materials may yield a higher contingency factor than a relatively simple replacement of walkways in a park. The typical contingency factor used is 25% to provide the most conservative estimate. Staff exercises judgment based upon its professional experience in determining both inflationary factors and contingency factors.

Cost Components

Staff develops separate cost components for the design phase and the construction phase of a project, where necessary. For larger projects, the construction phase may also be split into separate components for project identification and manageability. In this way, the costs can be identified based upon the timing for each phase of the project. Cost estimates are then prepared and time-activated based upon each component of the project and as described above.

Funding Sources

Once the costs have been identified and projected, a financial analysis is prepared to determine whether the projects can be funded. Consideration is given to a variety of sources of funds, including:

- Grant funds
- Revenues dedicated for such purposes (e.g., gas tax or Measure D funds for street improvements)
- Development impact fees
- Wastewater revenue rate projections
- Interest earnings
- Existing undesignated funds

Funding sources are then compared to project cost estimates to develop the Five-Year CIP Plan. The timing of the various projects is taken into consideration given the status of the existing infrastructure, risk management considerations, Council Policy Calendar initiatives, bidding environment, and available funding. The funding analysis will identify projects based on priority level and determine the extent to which funding is available. Any deficiencies in project funding for Priority A projects are highlighted, with possible alternative funding sources and direction from the City Council. Funding deficiencies for Priority B and C projects are also identified but will typically be deferred to future years while staff works to identify alternative funding sources.

Development of Five Year Plan

Prior to or concurrent with the completion of the draft CIP plan, staff will meet with representatives from various city commissions as appropriate to gain input from those bodies relative to CIP projects for which they may have input. Two commissions in particular that have discussions on the City's CIP plans are the

ADA Accessibility Committee and the Parks & Recreation Commission.

Once the draft plan is created, it is presented to the City Council in a Study Session held in April or early May. Council then provides direction on each of the projects within the plan and any changes are incorporated into a revised Five-Year CIP Plan. Any updates requiring further discussion are provided once again to the City Council at its May Budget Study Session. The CIP Plan is also provided to the Planning Commission in May for their review and concurrence that the proposed five-year plan is consistent with the City's General Plan.

The Council then holds a Public Hearing on the budget, which includes the Five-Year CIP Plan, normally the first Wednesday in June. Subject to any public testimony and final Council direction, the final Five-Year CIP Plan is prepared, and the project costs associated with any projects which are funded in the next fiscal year are appropriated by the City Council as part of the adoption of the Annual Budget.

Capital Improvement and Capital Purchase Program

The Capital Improvement and Capital Purchase Program (CIP) consists of projects to maintain and enhance the City's infrastructure related to its roads, parks, facilities and wastewater treatment plant for the benefit of the community. It also includes the capital outlay associated with equipment, vehicles and information technology hardware/software that support the City's operations.

The primary objective of the CIP is to develop and implement projects to ensure continued reliable delivery of service to meet the City's needs. The following is a summary of active projects to be managed during Fiscal Year 2018/19.

Ongoing Projects

Update Traffic Master Plan (FY16/17-1 $150,000)
This project entails the development of an updated traffic master plan for the city that, once completed, would the City's General Plan, provide recommendations about future intersection improvements, and help shape an updated analysis of traffic mitigation impact fees paid by development.

Current Status: The timing of the Traffic Master Plan will coordinate with the General Plan Update. It is expected that the Traffic Master Plan would be completed in FY 2020/21. This project will be closed out, and will be incorporated in the City's five-year financial plan projections to take place in that year.

Mt. Hermon Road/Scotts Valley Drive/Whispering Pines Drive Intersection Operations Improvement Project (FY 16/17-6, $758,375)
This project will improve the level of service (LOS) at the intersection of Mt. Hermon Road and Scotts Valley Drive. This project will include lengthening the westbound left turn lane from Mt. Hermon Road to Whispering Pines Drive, bicycle and pedestrian improvements, signal modifications and restriping. This project will meet the recommended conditions of Town Center EIR.

Current Status: Project is currently under construction and will be completed in Spring 2018.

Pavement Rehabilitation on Green Hills Road (FY 17/18-17, $913,000)
This project will rehabilitate Green Hills Road from Glen Canyon Road to its terminus. The project will include bike lanes, road widening, new curb and gutter, restriping on Glen Canyon Road from Vern Hart Fish Park to Green Hills Road. On South Navarra from Green Hills Road to Grant Creek Road, the project will also include signage and sharrows.

Current Status: Project is to be re-bid in late Spring. Construction will occur in Summer 2018.

Vine Hill School Daycare Improvements (FY 17/18-31, $10,000)
This project will provide a substantial repair/replacement to ramp and stairs leading up to the modular, skirting around the outside of the building, ceiling tiles

Current Status: Public Works staff will complete construction in Summer 2018.

Skypark Picnic Area Shade Structure (FY 17/18-33, $65,000)
This project will provide a third rentable Shade Structure area in Skypark Park next to the existing large BBQ and picnic area with shade structure over it. This will be a revenue source for the City, which is projected to provide additional annual revenues totaling $5,000 or more.

Current Status: Staff is in the process of receiving bids for this project. Construction will occur in Spring 2018.

Identification Signs – Library and Community Center (FY 17/18-45, $43,000)
This project consists of monument signs for the Scotts Valley Branch Library and the Community Center. The City Council has previously approved a directional sign program which included intersection signs and directional signs for the Community Center and the Library.

Current Status: Staff is in the process of finalizing sign design. Construction will occur in Spring 2018.

Library Roof and HVAC System (FY 17/18-46, $292,000)
This project will replace the HVAC system at the library followed by roof repairs. These systems were not upgraded as part of the adaptive reuse project which created the Library in 2011.

Current Status: This project is currently pending on determination of building use adjacent to the library space.

Projects Completed and Closed Out in FY 2017/18:

- **Screenings Washer and Compactor** (FY 2017/18-1, $100,000)
- **Mt. Hermon Rd at CVS/KMART Sidewalk Improvements** (FY 2017/18-19, $39,600)
- **Skypark Turf Drainage** (FY 2017/18-32, $50,000)

Project Overview for FY 2018-19

The projects proposed for FY 2018/19 will provide for the seamless operation of the City's wastewater treatment plant, implement improvements to the City roadways and sidewalk systems, comply with the new storm drain regulations, implement improvements to City parks and buildings to better conform to the requirements of the Americans with Disabilities Act (ADA), improve public safety communication, and improve the City's information technology infrastructure. All of the projects identified for FY 2018/19 are expected to have the necessary funding resources to complete.

A brief summary of the projects proposed for FY 2018/19 are as follows:

Wastewater

- **Air Conditioning Unit in the Wastewater Operations Building ($30,000)** – replacement of the current air conditioning unit which has been out of service since Fall 2016.
- **Tanker Truck ($90,000)** – purchase of an additional truck to enable continuous operation of the WWTP using the Aero-mod sludge thickener/press.
- **Mission Communications for Lift Stations ($40,000)** – update the communication from three lift stations to allow for integration into the WWTP monitoring system.
- **Sewer System Management Plan ($375,000)** – update to the City's sewer system management plan (SSMP), including a review of operations and maintenance activities, completing a sewer system condition assessment, updating the sewer system capital improvement program and conducting the required environmental review of the SSMP.
- **PLC Upgrade ($50,000)** – year four of a five-year upgrade of the programmable logic controllers at the WWTP.
- **Rebuild Aqua Guards ($250,000)** – rehabilitation of the aqua guards that remove inorganic debris that can clog downstream pumps and equipment.

Transportation

- **Annual Street Maintenance/Resurfacing Program ($200,000)** – annual street overlay program to address alligatoring, potholes, and traffic volume, funded based upon Council direction from the pavement management study conducted in 2017.
- **Rehabilitation of Glenwood Drive ($100,000)** – preliminary design of improvements to Glenwood Drive to preserve the existing roadway and enhance bicycle and pedestrian safety.
- **Sidewalk Improvements on Kings Village Road ($306,000)** – rehabilitation of existing sidewalks and construction of new segments to provide connectivity

from Mount Hermon Road to the Cavallaro Transit Center.

Storm Drains

- **Trash Amendments Compliance ($100,000)** – installation of trash capture systems in priority land use areas as required by the State Water Resources Control Board, the first year of a 10-year implementation plan.

Parks

- **Parks ADA Improvements Phase 1 ($38,800)** – the third year of a five-year plan for accessibility improvements. Current year improvements include the parking lot and path of travel at Siltanen Park.
- **Recreation Building Roof ($52,900)** – repair and replacement of roofs and gutters.
- **Siltanen Family Swim Center Pool Resurfacing ($15,000)** – substantial repair/replacement to the surface of the pool in Siltanen Park.
- **Vern Hart Fishing Park Improvements ($12,000)** – repair storm damage to Vern Hart Fishing Park as a result of the storms of 2017.

General Facilities

- **City Facility ADA Improvements Phase 1 ($24,200)** – improvements per the City Access Audit & Transition Plan that will include improvements to doorways, restrooms, and exterior routes.
- **Small Dump Truck 5-Yard ($80,000)** – acquisition of an additional dump truck to assist in public works and wastewater projects.

Police

- **Santa Cruz Mountains (Highway 17) Police Radio Site ($47,500)** – an additional radio receiver site for the primary blue channel at a site located within the Santa Cruz Mountains to improve radio communications for Scotts Valley Police Officers while on Hwy 17.
- **Body Worn Camera Implementation ($150,000)** – acquisition and implementation of body worn cameras for police officers and in-car cameras.

Information Technology

- **Storage Area Network Integration ($95,000)** – continuation of improvements to the City's network storage, improving reliability and increasing the life cycle of servers.
- **Citywide Technology Updates ($35,000)** – required updates for desktop and server operating systems and software applications.
- **Citywide Phone Replacement ($193,800)** – replacement of the City's aging telephone and voicemail system for all City locations, the first year of a four-year phased project.
- **Public Works Large Format Printer ($10,000)** – replacement of the 36" large format multi-function printer at the Public Works trailer.

Five-Year Funding Analysis

Table B of the Five-Year CIP plan identifies available funding for the City's capital improvement plans. The funding sources for each project are based on available resources, projected future revenues and transfers and are presented based on each project's respective priority level. There are a total of seven projects totaling $9.8 million for which funds are not expected to be available based on current projections. It should also be noted that the plan assumes a transfer of $1.5 million from the City's General Fund over the next five years to fund capital projects with no other funding sources, of which $1.4 million of those projects are considered Priority A projects. This transfer is built into the City's five-year General Fund forecast that is part of the City's overall fiscal sustainability plan.

The following table summarizes the total funding availability of projects in all Priority categories.

Priority Level	Funded	Under- or Un-funded	Total
Priority A	$ 4,291,150	$ -	$ 4,291,150
Priority B	$ 7,679,600	$ 3,677,300	$11,356,900
Priority C	$ 859,900	$ 6,114,900	$ 6,888,800
Totals	**$ 12,830,650**	**$ 9,792,200**	**$22,622,850**

The funding availability for projects based on priority level are discussed further below.

Priority A Projects

The analysis indicates that all scheduled Priority A projects have sufficient funding from their identified funding sources. There is one unscheduled project for which cost estimates are not currently available and that does not have identified funding sources:

- **Public Works Department Facility (No cost estimate currently available)** – the current Public Works modular at the Corporation Yard are beyond their useful lives. Staff is exploring a solution to expand the existing Wastewater Operations building and reconfigure the vehicle maintenance facilities to accommodate all Public Works staff. Opportunities could then be explored to repurpose the rest of the facilities that could include other uses up to and including possible sale of a portion of the land. The cost of construction of the facility is pending an engineer's estimate from an engineering consultant. This project is presented as a placeholder pending the analysis and identification of possible funding sources, but the replacement of the facilities will be critical to the long-term provision of services by the Public Works department.

Priority B Projects

The analysis indicates that all scheduled Priority B projects have sufficient funding from their identified funding sources. There are three unscheduled projects that do not have identified funding sources as follows:

- **Sidewalk Master Plan Projects ($2,513,000)** – the Sidewalk Master Plan prepared in 1996 has been used as the basis for implementation of various sidewalk improvements. There exist 13 projects ranging in value from $12,000 to $477,000 that have not been implemented nor incorporated into the current five-year CIP plan. In order for these projects to be implemented, it would require funding resources such as grants, development impact fees, Gas Tax or Measure D revenues.

- **Storm Drain Master Plan Projects ($184,300)** – The Storm Drain Master Plan was last updated in December 1989. The Plan will need to be updated to take into consideration changing regulations associated with stormwater management. Nevertheless, there remain 9 projects from the original master plan ranging in estimated cost from $8,500 to $64,000 that do not currently have any identified available funding resources. These projects would require funding from such sources as grants, development impact fees or possible Gas Tax of Measure D revenues to the extent that one or more of the projects have a demonstrated impact on roadways before they could be scheduled or implemented.
- **Play Structure Equipment at Skypark ($184,300)** – The play structure at Skypark will need to be replaced within the next five years, however there is no identified funding source to fund the nearly $1 million necessary to serve the community. Various options are being explored that could reduce the projected cost of the project and to identify possible funding sources from grants or Proposition 68 funds.

Priority C Projects

The analysis indicates that all scheduled Priority C projects have sufficient funding from their identified funding sources. In addition, there are four other unscheduled projects that do not have identified funding sources as follows:

- **Stormwater LID ($231,900)** – The proposed project would replace approximately 2,000 square feet of existing impervious are of sidewalk and roadway in order to construct new bioretention facilities within the Lundy Lane ROW and the WWTP. The initial plan was to use Proposition 1 grant monies to fund the project, however the state is unlikely to fund this as a stand-alone project. Until which time as other grant sources are identified, or there is the opportunity to incorporate the project into future wastewater rate models, the project is presented as unscheduled.
- **Bicycle Transportation Plan Projects ($2,858,000)** – a Bicycle Transportation Plan was completed in 2012 that identified to improve bicycle circulation, encourage bicycle usage as alternatives to vehicles, and reduce traffic congestion. There remain 6 projects ranging in estimated cost from $230,000 to $841,000 that do not have any identified funding sources. Alternative funding sources could include grants, development impact fees, Gas Tax or Measure D revenues.
- **Al Shugart Park Phase 3 & 4 Construction ($2,500,000)** – the Al Shugart Park Master Plan was created in 2009 that incorporated four phases. Phases 3 and 4 which include significant new elements such as a dog park, restroom, parking lots, a bridge, and turf and picnic areas, do not have any identified funding sources. In order for this project to move forward, there would need to be identified funding sources such as private donations, grants, park impact fees, or approval to use a portion of the remaining Lennar Funds.

- **Glenwood Open Space Preserve East Trails ($525,000)** – this project would consist of construction of the east side trail system of the Glenwood Open Space Preserve inclusive of fully improved parking facilities and an accessible path of travel from the Siltanen Park parking lot to the main trailhead. If this project were to proceed, it would require funding resources such as other grants, development impact fees, or Measure D revenues may be considered.

(NEW) CIP #01

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

AIR CONDITIONING UNIT – WASTEWATER OPERATIONS BUILDING

	Funding Sources	
Funding	**WWTP Capital**	**Total**
2018-2019	30,000	30,000
2019-2020		-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**30,000**	**30,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		24,000		-	24,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		24,000		-	24,000
Contingency	25%	6,000		-	6,000
Totals		**30,000**		**-**	**30,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project would replace the AC unit in the Wastewater Operations building. The current AC unit has been out of service since Fall 2016 and the cost to repair would be greater than the cost to replace with a new unit.

FUNDING SOURCES:

Primary funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Spring 2018
Installation	Summer 2018

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #02

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

TANKER TRUCK

Funding	Funding Sources: WWTP Capital	Total
2018-2019	80,000	80,000
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**80,000**	**80,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		80,000		-	80,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		80,000		-	80,000
Contingency	0%	-		-	-
Totals		**80,000**		**-**	**80,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This purchase would be the second tanker truck for the WWTP. An additional truck is needed to enable continuous operation of the WWTP using the Aero-mod sludge thickener/press.

As opposed to the belt press sludge that is disposed of in Marina, Areo-mod sludge is disposed of at the City of Santa Cruz WWTP at a greatly reduced disposal price and allowing for shorter, safer disposal trips that consume less employee time and minimize wear and tear on the truck.

The Areo-mod unit produces a larger volume of sludge, necessitating an additional truck to allow for continued operation when the other truck is in transit.

FUNDING SOURCES:

Funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Spring 2018
Purchase	Summer 2018

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

MISSION COMMUNICATIONS FOR LIFT STATIONS

Funding	Funding Sources: WWTP Capital	Total
2018-2019	40,000	40,000
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**40,000**	**40,000**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		32,000		-	32,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		32,000		-	32,000
Contingency	25%	8,000		-	8,000
Totals		**40,000**		**-**	**40,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project will update the communication from three lift stations from phone lines to a cloud based system. The other four pump stations have already completed this upgrade. The completion of this project will allow for the removal of serial cables and payment of those lines. This will also allow for these pump stations to be integrated into the WWTP monitoring system.

FUNDING SOURCES:

Funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quote	Complete
Installations and Programming	Winter 2019

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(NEW) CIP #04

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SEWER SYSTEM MANAGEMENT PLAN

Funding	WWTP Capital (Funding Sources)	Total
2018-2019	375,000	375,000
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023		-
Total	**375,000**	**375,000**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
		Expenditure Categories			
2018-2019		300,000		-	300,000
2019-2020			3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023			12%	-	-
Subtotal		300,000		-	300,000
Contingency	25%	75,000		-	75,000
Totals		**375,000**		**-**	**375,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:
The State Water Resources Control Board (SWRCB) Statewide General Waste Discharge Requirements (WDR) require all public wastewater collection system agencies in California to develop, implement, and maintain a sewer system management plan (SSMP). The SSMP must be updated every five (5) years, and must include any significant program changes. No significant changes have been identified since the original document was developed in 2007-2009. The collection system has not had a comprehensive video assessment completed since the 1990s. It is anticipated that the SWRCB will be auditing the City's SSMP in the next 24 months.

Tasks include reviewing the City's existing management plan, operations, and maintenance; completing a sewer system condition assessment; updating the sewer system capital improvement program; and conducting the required environmental review of the SSMP.

FUNDING SOURCES:
Primary source of funding is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Develop RFP	Summer 2019
Bid	Fall 2019
Plan Development	Fall 2019-Spring 2020

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #05

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PLC UPGRADE

Funding	Funding Sources: WWTP Capital	Total
2018-2019	50,000	50,000
2019-2020	51,500	51,500
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**101,500**	**101,500**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		40,000		-	40,000
2019-2020		40,000	3%	1,200	41,200
2020-2021			6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		80,000		1,200	81,200
Contingency	25%	20,000		300	20,300
Totals		**100,000**		**1,500**	**101,500**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project will upgrade the programmable logic controller (PLC) at the wastewater treatment plant to allow for remote operations of parts of the facility. Currently the PLC system allows for monitoring only. This will allow for operations staff to complete some processes from home, reducing the frequency of on call visits to the plant. This technology is considered standard at similar size plants. FY 2018/19 is the fourth year of the five-year planned upgrade.

FUNDING SOURCES:

Funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quote	Complete
Installations and Programming	In phases through 2020

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #06

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

REBUILD AQUA GUARDS

Funding	Funding Sources: WWTP Capital	Total
2018-2019	250,000	250,000
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**250,000**	**250,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		200,000		-	200,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		200,000		-	200,000
Contingency	25%	50,000		-	50,000
Totals		**250,000**		**-**	**250,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project would rehabilitate both of the existing Aqua Guards. An Aqua Guard is a self-cleaning in-channel screen that uses a filter element system to automatically remove inorganic debris that can clog downstream pumps and equipment.

FUNDING SOURCES:

Funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Bids	Spring 2018
Construction	Fall 2018

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #07

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WATER PUMP SYSTEM UPGRADE

Funding	WWTP Capital	Total
	Funding Sources	
2018-2019	-	-
2019-2020	30,900	30,900
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**30,900**	**30,900**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
		Expenditure Categories			
2018-2019		-		-	-
2019-2020		24,000	3%	700	24,700
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		24,000		700	24,700
Contingency	25%	6,000		200	6,200
Totals		**30,000**		**900**	**30,900**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project would replace two variable frequency drive pumps that provide and air gap for water from the Scotts Valley Water District to the WWTP.

FUNDING SOURCES:

Funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Fall 2019
Construction	Winter 2020

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #08

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ELECTRIC SECURITY GATE

	Funding Sources	
Funding	**WWTP Capital**	**Total**
2018-2019	-	-
2019-2020	20,600	20,600
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**20,600**	**20,600**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		-		-	-
2019-2020		16,000	3%	500	16,500
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		16,000		500	16,500
Contingency	25%	4,000		100	4,100
Totals		**20,000**		**600**	**20,600**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project would replace the current manual close gate at the WWTP with an electric remote controlled gate with intercom system. The current gate has a manual lock and is open during the workday that allows unobstructed access the WWTP.

FUNDING SOURCES:

Primary funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Project Bid	Winter 2019
Construction	Spring 2020

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #09

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

CLARIFIER SUPERSTRUCTURE AND WALKWAYS

	Funding Sources	
Funding	**WWTP Capital**	**Total**
2018-2019	-	-
2019-2020	-	-
2020-2021	255,800	255,800
2021-2022	-	-
2022-2023	-	-
Total	**255,800**	**255,800**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		193,000	6%	11,600	204,600
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		193,000		11,600	204,600
Contingency	25%	48,300		2,900	51,200
Totals		**241,300**		**14,500**	**255,800**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project will replace the superstructure and walkways on Clarifier #3 and walkways on Clarifier #4. The superstructure consists of a set of rake blades and squeegees suspended from a bridge to collect settled solids on the tank bottom and/or surface of the water. The current walkways are rusted and may present a safety concern if not remediated.

This original clarifier is currently over 30 years old and is underperforming due to leaks and recirculating sludge. Staff plans to perform visual inspections and repairs to the existing structure over the next three years in anticipation of replacing this item in FY 2020/21.

FUNDING SOURCES:

Funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quote	Complete
Project Bid	Fall 2020
Construction	Spring 2021

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ROTARY DRUM THICKENER

Funding	WWTP Capital	Total
	Funding Sources	
2018-2019	-	-
2019-2020	-	-
2020-2021	231,900	231,900
2021-2022	-	-
2022-2023	-	-
Total	**231,900**	**231,900**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
		Expenditure Categories			
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		175,000	6%	10,500	185,500
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		175,000		10,500	185,500
Contingency	25%	43,800		2,600	46,400
Totals		**218,800**		**13,100**	**231,900**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project will provide redundancy for the Aero-mod sludge thickener/press and eliminate the need for the belt press at the wastewater treatment plant. This project replaces the belt press rehabilitation and the belt press may be sold after installation of the new Rotary Drum Thickener.

FUNDING SOURCES:

Primary funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Spring 2020
Construction	Summer 2021

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #11

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

GLEN CANYON LIFT STATION GENERATOR

Funding Sources

Funding	WWTP Capital	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	59,700	59,700
2021-2022	-	-
2022-2023	-	-
Total	**59,700**	**59,700**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		45,000	6%	2,700	47,700
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		45,000		2,700	47,700
Contingency	25%	11,300		700	12,000
Totals		**56,300**		**3,400**	**59,700**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:

This project will replace the generator at the Glen Canyon lift station. This piece of equipment is rarely used and is currently functional; however, it will not meet air quality standards in the future.

FUNDING SOURCES:

Funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Winter 2020
Installation	Spring 2021

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

AERATION BASIN SYSTEM UPGRADE

	Funding Sources	
Funding	**WWTP Capital**	**Total**
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	130,800	130,800
2022-2023	-	-
Total	**130,800**	**130,800**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		96,000	9%	8,600	104,600
2022-2023		-	12%	-	-
Subtotal		96,000		8,600	104,600
Contingency	25%	24,000		2,200	26,200
Totals		**120,000**		**10,800**	**130,800**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project consists of new valving to independently operate each basin of the aeration system and optimize oxidation at the WWTP.

FUNDING SOURCES:

Primary funding source for this project is the Wastewater Capital Reserve Fund

ESTIMATED PROJECT SCHEDULE:

Receive Bids	Winter 2022
Construction	Summer 2022

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #13

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

EFFLUENT PUMP

	Funding Sources	
Funding	**WWTP Capital**	**Total**
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	272,500	272,500
2022-2023	-	-
Total	**272,500**	**272,500**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		200,000	9%	18,000	218,000
2022-2023		-	12%	-	-
Subtotal		200,000		18,000	218,000
Contingency	25%	50,000		4,500	54,500
Totals		**250,000**		**22,500**	**272,500**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:

This project will replace one effluent pump at the wastewater treatment plant. There are currently three pumps of similar age used in rotation that have been in service for 20 years. Beginning in FY 2021/22 staff will begin to replace the aging effluent pumps as they near the end of their useful life.

FUNDING SOURCES:

Funding source for this project is the Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Spring 2020
Construction	Summer 2021

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(NEW) CIP #14

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ULTRAVIOLET DISINFESCTION SYSTEM EVALUATION

Funding	Funding Sources Tertiary Treatment Fund	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	42,000	42,000
Total	**42,000**	**42,000**

Expenditures		Expenditure Categories Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		30,000	12%	3,600	33,600
Subtotal		30,000		3,600	33,600
Contingency	25%	7,500		900	8,400
Totals		**37,500**		**4,500**	**42,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:
This project would perform an evaluation of the ultraviolet (UV) disinfection system for recycled water at the WWTP. Project components would include evaluation of lamp intensity, electricity consumption, disinfection effectiveness, and overall efficiency and cost effectiveness to determine replacement needs to continue to meet State water treatment requirements.

FUNDING SOURCES:
Primary funding source for this project is the Tertiary Treatment Plant Fund.

ESTIMATED PROJECT SCHEDULE:

Bid	Summer 2022
Evaluation	Winter 2023

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #15

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

STORMWATER LID

Funding	WWTP Capital	Prop 1 Grant	Total
	Funding Sources		
2018-2019	-	-	-
2019-2020	-	-	-
2020-2021	-	-	-
2021-2022	-	-	-
2022-2023	-	-	-
Unscheduled	111,900	120,000	231,900
Total	**111,900**	**120,000**	**231,900**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
		Expenditure Categories			
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Unscheduled		165,600	12%	19,900	185,500
Subtotal		165,600		19,900	185,500
Contingency	25%	41,400		5,000	46,400
Totals		**207,000**		**24,900**	**231,900**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:

This project would replace approximately 2,000 square feet of existing impervious are of sidewalk and roadway in order to construct new bioretention facilities within the Lundy Lane ROW and the WWTP. The goal of the project is to provide stormwater treatment and infiltration of the Lundy Lane drainage basin.

FUNDING SOURCES:

Primary funding source for this project would be the Proposition 1 Grant matched by the Wastewater Capital Reserve Fund and staff time executing the project. This project is not likely to be funded by the state as a stand-alone project. This project will be identified as unscheduled until which time staff identifies opportunities to combine this project with another wastewater project to make this project eligible for reimbursement.

ESTIMATED PROJECT SCHEDULE:

Project Design	Completed
Grant Application	Spring 2019
Grant Award	Fall 2019
Project Bid	Winter/Spring 2020
Construction	Summer/Fall 2020

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ANNUAL STREET MAINTENANCE/RESURFACING PROGRAM

Funding	RMRA (SB 1)	Gas Tax	Total
	Funding Sources		
2018-2019	200,000	-	200,000
2019-2020	230,000	20,000	250,000
2020-2021	275,000	-	275,000
2021-2022	275,000	-	275,000
2022-2023	275,000	-	275,000
Total	**1,255,000**	**20,000**	**1,275,000**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
		Expenditure Categories			
2018-2019		160,000		-	160,000
2019-2020		200,000	0%	-	200,000
2020-2021		220,000	0%	-	220,000
2021-2022		220,000	0%	-	220,000
2022-2023		220,000	0%	-	220,000
Subtotal		1,020,000		-	1,020,000
Contingency	25%	255,000		-	255,000
Totals		**1,275,000**		**-**	**1,275,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project is an annual street overlay program that includes the resurfacing of various city-maintained streets on a rotating basis. Maintenance can take the form of either slurry seal, asphalt overlay, or road reconstruction as necessary. In FY 2017/18 a pavement management study (PMS) was completed to inform the prioritization and funding of streets throughout the City. Based on the study, several large rehabilitation projects have been identified and are scheduled separately in the CIP. This project includes preventative maintenance to extend the time needed before more expensive rehabilitation and reconstruction is required.

Staff plans to address problems in FY2018/19 on the streets below.

Street Name	Begin Location	End Location	Treatment
Blue Hills Ct	South Navarra Dr	south end	HMA overlay
Green Tree Wy	Oak Creek Blvd	west end	HMA overlay
Kentwood Ct	Kirkorian Ct	east end	HMA overlay
Pinecone Ln	Whispering Pines Dr	east end	HMA overlay
Purple Hills Ct	San Augustine	west end	HMA overlay
Sageland Ct	San Augustine Way	west end	HMA overlay
Taryn Ct	Lauren Circle	east end	HMA overlay
Granite Creek Rd	Scotts Valley Dr	Santas Village Rd	HMA overlay w/digouts
Nadia Ct	Grace Way	east end	HMA overlay w/digouts
Scotts Valley Dr	Sawyer Ci	north end	HMA overlay w/digouts
Lockhart Gulch Rd	Mt. Hermon Rd	pavement change	Seal Cracks
Scotts Valley Dr	Mt. Hermon Rd	Bethany Dr	Seal Cracks

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

FUNDING SOURCES:

Primary funding source for this project will be Gas Tax revenues and RMRA. Alternative funding sources may include Measure D Sales Tax revenues or grant funding from federal or state sources.

ESTIMATED PROJECT SCHEDULE:

Identify Streets for improvement	Winter of each year
Issue Bids for Construction	Spring to Summer
Construction	Spring to Summer

(Existing) CIP #17

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

REHABILITATION OF GLENWOOD DRIVE

	Funding Sources			
Funding	**Measure D**	**RTC-RTIP**	**CTC-LPP**	**Total**
2018-2019	100,000	-	-	100,000
2019-2020	500,000	310,000	665,000	1,475,000
2020-2021	-	-	-	-
2021-2022	-	-	-	-
2022-2023	-	-	-	-
Total	**600,000**	**310,000**	**665,000**	**1,575,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		100,000		-	100,000
2019-2020		1,125,000	3%	33,800	1,158,800
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		1,225,000		33,800	1,258,800
Contingency	25%	306,300		8,500	314,800
Totals		**1,531,300**		**42,300**	**1,573,600**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

The Project will implement significant improvements to both preserve the existing roadway and enhance bicycle safety through widening the roadway for new Class II bike lanes between Casa Way and the City limits, and create a safe pedestrian crossing for the Glenwood Preserve Trail System.

FUNDING SOURCES:

Primary source of funding would be Measure D Sales Tax revenues and grant from the Regional Transportation Commission – Regional Transportation Improvement Program (RTC-RTIP). The City has applied for an additional grant for this project and construction of the Glenwood Open Space Preserve East trails from the California Transportation Commission 2018 Local Partnership Program. If this grant is not awarded, the project would still be constructed with a reduced scope.

ESTIMATED PROJECT SCHEDULE:

Preliminary Design	Spring 2018
Final Design	Summer 2018
Develop Bid Specs	Winter 2018/2019
Issue Bids for Construction	Spring 2019
Construction	Summer/Fall 2019

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #18

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SIDEWALK IMPROVEMENT ON KINGS VILLAGE ROAD

	Funding Sources		
Funding	**Measure D**	**RTC-RTIP**	**Total**
2018-2019	35,000	271,000	306,000
2019-2020	-	-	-
2020-2021	-	-	-
2021-2022	-	-	-
2022-2023	-	-	-
Total	**35,000**	**271,000**	**306,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		306,000		-	306,000
2019-2020		-	0%	-	-
2020-2021		-	0%	-	-
2021-2022		-	0%	-	-
2022-2023		-	0%	-	-
Subtotal		306,000		-	306,000
Contingency	0%	-		-	-
Totals		**306,000**		**-**	**306,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project will construct new, fill in gaps, and improve accessibility of sidewalk on King's Village Road to provide connectivity from Mount Hermon Road to the Cavallaro Transit Center and other facilities. Improvements include:

- **Bluebonnet Lane**: Fill in sidewalk gap on south side of road on the frontage of the 200 block of Bluebonnet Lane and 350 Bean Creek Road.
- **Kings Village Road East**: Fill in sidewalk gap directly adjacent to 201 Kings Village Road.
- **Kings Village Road West**: Construct new sidewalk from Mount Hermon Road to the Cavallaro Transit Center.
- **Mount Hermon Road**: Modify existing curb ramps to be ADA complaint at the intersection of Kings Village Road.

FUNDING SOURCES:

Primary funding source for this project is a combination of a grant from the Regional Transportation Commission – Regional Transportation Improvement Program (RTC-RTIP), which has provided a grant of $271,000 based on an 11% matching requirement by the City of $35,000 from Measure D Sales Tax revenues.

ESTIMATED PROJECT SCHEDULE:

Design	Spring 2018
Bid	Summer 2018
Construction	Summer/ Fall 2018

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(NEW) CIP #19

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SCOTTS VALLEY DRIVE MEDIANS

Funding	Funding Sources: Not Identified	Total
2018-2019	-	-
2019-2020	375,000	375,000
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**375,000**	**375,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		300,000	0%	-	300,000
2020-2021		-	0%	-	-
2021-2022		-	0%	-	-
2022-2023		-	0%	-	-
Subtotal		300,000		-	300,000
Contingency	25%	75,000		-	75,000
Totals		**375,000**		**-**	**375,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project includes additional medians and a series of improvements for access management and pedestrian safety on Scotts Valley Drive from Civic Center Drive to Granite Creek Road to relieve traffic congestion resulting from recently and expected approved development projects. Landscape medians were constructed on Scotts Valley Drive between Mount Hermon Road and Civic Center Drive during the improvements to Scotts valley drive in the mid-1990s.

Project components may consist of new construction of new landscaped medians inclusive of irrigation, climate appropriate plantings, and mulching and new crosswalks, warning striping at unsignalized crosswalks, signage for yielding and/or new rapid rectangular flashing beacons.

FUNDING SOURCES:

Primary source of funding for this project is from Traffic Impact Mitigation Fees.

ESTIMATED PROJECT SCHEDULE:

Design	Fall/Winter 2019
Bid	Winter/Spring 2020
Construction	Summer 2020

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #20

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PAVEMENT REHABILITATION ON BEAN CREEK ROAD

	Funding Sources	
Funding	**Measure D**	**Total**
2018-2019	-	-
2019-2020	-	-
2020-2021	500,000	500,000
2021-2022	-	-
2022-2023	-	-
Total	**500,000**	**500,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		377,400	6%	22,600	400,000
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		377,400		22,600	400,000
Contingency	25%	94,400		5,600	100,000
Totals		**471,800**		**28,200**	**500,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

Bean Creek Road, between Montevalle to the City limits, is currently exhibiting issues such as poor drainage, potholes, and uneven pavement surfaces. Construction would include reworking the subgrade, asphalt overlaying, drainage improvements, and restriping.

FUNDING SOURCES:

Primary source of funding would be Measure D Sales Tax revenues. Alternative funding sources could include grant funding from federal and/or state resources and Gas Tax revenues.

ESTIMATED PROJECT SCHEDULE:

Develop Bid Specs	Spring 2020
Issue Bids for Construction	Summer 2020
Construction	Summer/Fall 2020

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(NEW) CIP #21

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ACTIVE TRANSPORTATION PLAN

Funding	Funding Sources: Measure D	Traffic DIF	Total
2018-2019	-	-	-
2019-2020	-	-	-
2020-2021	-	-	-
2021-2022	-	-	-
2022-2023	100,000	100,000	200,000
Total	**100,000**	**100,000**	**200,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		142,900	12%	17,100	160,000
Subtotal		142,900		17,100	160,000
Contingency	25%	35,700		4,300	40,000
Totals		**178,600**		**21,400**	**200,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:
The City has two outdated master plans for bicycle (2012) and pedestrian improvements (1996). In order to be eligible for many transportation grant programs an Active Transportation Plan (ATP) is required.

The ATP will identify an integrated network of walkways and bikeways that connect City neighborhoods and communities to employment, recreation, education and destinations that meet daily needs. The ATP will develop and prioritize a list of bicycle and pedestrian projects to increase active transportation opportunities and increase safety, mobility, connectivity and access for all roadway users, and to relieve traffic congestion through the City. The in progress General Plan Update Mobility Element will serve as a guiding document for the ATP.

FUNDING SOURCES:
Primary funding sources for this project would be 50% from Measure D Sales Tax revenues that addresses existing infrastructure, and 50% from Traffic Impact Mitigation Fees that address impacts from recent development activities. Alternative funding sources could include grant funding from Caltrans or other federal and/or state resources and Gas Tax revenues.

ESTIMATED PROJECT SCHEDULE:

Bid	Summer 2022
Plan Development	Fall 2022-Spring 2023

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SIDEWALK MASTER PLAN PROJECTS

Funding	Funding Sources: Not Identified	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Unscheduled	2,513,000	2,513,000
Total	**2,513,000**	**2,513,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	0%	-	-
2020-2021		-	0%	-	-
2021-2022		-	0%	-	-
2022-2023		-	0%	-	-
Unscheduled		2,010,400	0%	-	2,010,400
Subtotal		2,010,400		-	2,010,400
Contingency	25%	502,600		-	502,600
Totals		**2,513,000**		**-**	**2,513,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

Projects from the 1996 Scotts Valley Sidewalk Master Plan that have not been completed are listed on the following page, which include brief project summaries and 1996 cost estimates.

Prioritization and timing of the proposed projects would be based on several factors, including grant fund availability, community engagement, and other possible new development projects that may impact the proposed projects. Current costs are extrapolated from 1996 costs, which would need to be updated if the City proceeded for any of these projects.

These projects may change based on the outcomes of the Active Transportation Plan scheduled for FY 2022/23.

FUNDING SOURCES:

There is currently no dedicated funding source for this project. If this project were to proceed, it would require funding resources such as grants, development impact fees, Gas Tax or Measure D revenues.

ESTIMATED PROJECT SCHEDULE:

Design	Varies
Bid	Winter/Spring of each year
Construction	Summer of each year

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

City of Scotts Valley Sidewalk Master Plan
Unfunded Projects List

Priority	1996 Master Plan Item No.	Street	Description	Estimated Cost
1	27	Grace Way	East side from Victor Square to San Augustine Way	$ 12,000
2	28	San Augustine Way	East side from Grace Way to Hacienda Drive	$ 62,000
3	16	Erba Lane	North side from Scotts Valley Drive to City Hall property	$ 42,000
4	19	Carbonero Way	North side from Scotts Valley Drive to El Pueblo Road	$ 49,000
5	10	Kings Village Road	Both sides from Mt Hermon Road to Bluebonnet Lane	$ 145,000
6	4	Mt. Hermon Road	South side from Skypark drive to La Madrona Drive; north side from La Madrona Drive to Scotts Valley Medical Clinic	$ 477,000
7	6	Estrella Drive	South side from Whispering Pines to Lockewood Lane	$ 168,000
8	13	Glen Canyon Road	North side from Mt. Hermon Road to Green Hills Road	$ 297,000
9	21	Victor Square	Inside the perimeter of the entire square	$ 108,000
10	11	Bluebonnet Lane	Both sides from Bean Creek Road to Skypark	$ 151,000
11	12	Bean Creek Road	Both sides from Scotts Valley Drive to the middle School; west side from the middle school to Bluebonnet Lane	$ 400,000
12	20	El Pueblo Road	West side from Carbonero Way to cul-de-sac; east side from Carbonero Way to old El Pueblo; north side from old El Pueblo to Scotts Valley Drive	$ 291,000
13	23	South Navarra Drive	East side from Green Hills Road to Granite Creek Road	$ 298,000
14	15	Scotts Valley Drive	East side from Granite Creek overpass to Tabor Drive	$ 163,000

(Existing) CIP #23

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

BICYCLE TRANSPORTATION PLAN PROJECTS

Funding	Funding Sources: Not Identified	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Unscheduled	2,858,000	
Total	**2,858,000**	**-**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	0%	-	-
2020-2021		-	0%	-	-
2021-2022		-	0%	-	-
2022-2023		-	0%	-	-
Unscheduled		2,286,400	0%	-	2,286,400
Subtotal		2,286,400		-	2,286,400
Contingency	25%	571,600		-	571,600
Totals		**2,858,000**		**-**	**2,858,000**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:
The March 2012 Scotts Valley Bicycle Transportation Plan outlined proposed projects to meet the following goals:

1. Improve bicycle circulation within the City of Scotts Valley and with adjoining jurisdictions;
2. Increase use of bicycling for short- and long-range trips, and reduce the use of motor vehicles;
3. Provide a safe and efficient bicycle transportation system within the Planning Area;
4. Design all streets and roads to be "bicycle friendly" to equally accommodate both bicycles and private motorized vehicles, in addition to equestrians, pedestrians, and transit; and
5. Reduce traffic congestion by encouraging all residents, visitors and employees within the City to voluntarily increase bicycle trips for the benefit of all.

See attached page for project summaries and 2012 cost estimates. Prioritization and timing of the proposed projects would be based on several factors, including grant fund availability, community engagement, and other possible new development projects that may impact the proposed projects.

These projects may change based on the outcomes of the Active Transportation Plan scheduled for FY2022/23.

FUNDING SOURCES:
There is currently no dedicated funding source for this project. If this project were to proceed, it would require funding resources such as grants, development impact fees, Gas Tax or Measure D revenues.

ESTIMATED PROJECT SCHEDULE:

Design	Varies
Bid	Winter/Spring
Construction	Summer

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

Scotts Valley Bicycle Transportation Plan
Unfunded Project List

2012 Plan Item No.	Project	Existing Condition	Estimated Cost
3	Bethany Dr, Class I (Scotts Valley Dr. to Bethany College)	• Narrow roadway • Residential • High volumes during commute	$ 841,000
5	Granite Creek, Class II including Highway 17 overpass	• Narrow in places • Residential • High volumes during commute	$ 526,000
6	North Navarra Dr. through Sucinto Drive, Class II	• Undeveloped area behind Borland	$ 420,000
8	El Rancho, Class II	• Narrow • Medium traffic volumes	$ 315,000
9	Lockhart Gulch Road, Class II	• Narrow, no bike lane • Primarily residential	$ 526,000
10/11	Bike Rest Stops	• Need at Camp Evers Fishing Park and Skypark	$ 230,000

(NEW) CIP #24

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

TRASH AMENDMENTS COMPLIANCE

	Funding Sources	
Funding	**General CIP**	**Total**
2018-2019	100,000	100,000
2019-2020	100,000	100,000
2020-2021	100,000	100,000
2021-2022	100,000	100,000
2022-2023	100,000	100,000
Total	**500,000**	**500,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		80,000		-	80,000
2019-2020		80,000	0%	-	80,000
2020-2021		80,000	0%	-	80,000
2021-2022		80,000	0%	-	80,000
2022-2023		80,000	0%	-	80,000
Subtotal		400,000		-	400,000
Contingency	25%	100,000		-	100,000
Totals		**500,000**		**-**	**500,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

Per the 2015 the State Water Resources Control Board's Amendment to the Water Quality Control Plan, referred to as the "Trash Amendments", the City is required to install trash capture systems in priority land use areas. A Storm Drainage Master Plan Update is currently being completed to accurately evaluate compliance with the Trash Amendments and determine capital needs. The City has approximately 10 years (at 10% progress per year) to complete installation of Full Capture Systems in identified locations. It is anticipated that the City will need to spend $660,000 - $944,000 in one-time capital improvements over the 10-year period.

FUNDING SOURCES:

Primary funding for this project is the General CIP Fund.

ESTIMATED PROJECT SCHEDULE:

Complete SDMP Update	Summer 2018
Issue Bids	Winter 2019
Construction	Spring 2019

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #25

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

STORMDRAIN MASTER PLAN PROJECTS

Funding	Funding Sources: Not Identified	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Unscheduled	184,300	184,300
Total	**184,300**	**184,300**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019				-	-
2019-2020		-	0%	-	-
2020-2021		-	0%	-	-
2021-2022		-	0%	-	-
2022-2023		-	0%	-	-
Unscheduled		147,400	0%	-	147,400
Subtotal		147,400		-	147,400
Contingency	25%	36,900		-	36,900
Totals		**184,300**		**-**	**184,300**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:
The Scotts Valley Storm Drain Master Plan identifies recommended storm drain culvert improvements and references corresponding locations on the City's storm drain system maps. These projects are typically deferrable, however, when a problem or need for improvement occurs, a certain amount of money is allocated per drainage location. The last study was performed in December 1989. The table below displays the projects identified in that study and have been prioritized should funding be identified.

These projects may change based on the outcomes of the Storm Drain Master Plan Update currently in progress.

Priority	Project Description (Map Location)	Total Cost
1	Vine Hill School Road at west corner Siltanen (W8B-F7)	$15,000
2	Upper Navarra, Sunset Terrace to Granite Creek Rd. (C10A-E8)	$11,900
3	Drainage Easements South Side Granite Creek Road (C10C)	$15,000
4	Dunslee Way to Scotts Valley Dr. (C12B-D7)	$6,500
5	Caliente Dr., Estrella Dr. to Colado Dr. (E1B-B6)	$18,400
6	Baja Sol at Baja Sol Ct. (B6C-B6)	$12,100
7	Meadow Way at Granite Creek Road (W8A-E7)	$10,400
8	Estrella Dr. near Lunar Dr. (E1A-B6)	$64,000
9	Pinecone easement to Baja Sol (B6B-B6)	$31,000

FUNDING SOURCES:
There is currently no dedicated funding source for this project. If this project were to proceed, it would require funding resources such as grants, development impact fees, Gas Tax or Measure D revenues.

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

ESTIMATED PROJECT SCHEDULE:

Design	Fall/Winter each year
Issue Bids	Spring each year
Construction	Summer each year

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PARKS ADA IMPROVEMENTS – PHASE 1

Funding	Lennar	Total
	Funding Sources	
2018-2019	38,800	38,800
2019-2020	40,000	40,000
2020-2021	41,200	41,200
2021-2022	-	-
2022-2023	-	-
Total	**120,000**	**120,000**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
		Expenditure Categories			
2018-2019		31,040		-	31,040
2019-2020		31,040	3%	900	31,940
2020-2021		31,040	6%	1,900	32,940
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		93,120		2,800	95,920
Contingency	25%	23,300		700	24,000
Totals		**116,420**		**3,500**	**119,920**

PROJECT PRIORITY CATEGORY[1]: A

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

PROJECT DESCRIPTION:

This project would implement the first phase of park improvements as part of the City's ADA Transition Plan for Hocus Pocus, MacDorsa, Siltanen and Camp Evers Fishing Parks.

Sub-projects for FY 2018/19 include improvements to the parking lot and path of travel at Siltanen Park.

For a detailed description of projects, the City's Transition Plan is on its website www.scottsvalley.org and a hard copy is at City Hall, One Civic Center Drive.

FUNDING SOURCES:

Funding source for this project will be Lennar Funds. Additional funding may be available in FY2018/19 for the above improvements if the City is awarded the California Transportation Commission 2018 Local Partnership Program grant for the Glenwood Preserve Trail System.

ESTIMATED PROJECT SCHEDULE:

Design	Varies
Bid	Spring of each year
Construction	Summer of each year

(NEW) CIP #27

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

RECREATION BUILDING ROOF

Funding	Funding Sources: General CIP Fund	Total
2018-2019	52,900	52,900
2019-2020	-	-
2020-2021	-	-
2021-2022		-
2022-2023	-	-
Total	**52,900**	**52,900**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		46,000		-	46,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		46,000		-	46,000
Contingency	15%	6,900		-	6,900
Totals		**52,900**		**-**	**52,900**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project will provide a substantial repair/replacement to roof and gutters. The building currently has multiple leaks in the roof that is compromising the electrical system.

FUNDING SOURCES:

Primary funding source for this project will be the General CIP Fund.

ESTIMATED PROJECT SCHEDULE:

Issue Bids for Construction	Complete
Construction	Summer 2018

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #28

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SILTANEN FAMILY SWIM CENTER POOL RESURFACING

Funding	Funding Sources: General CIP Fund	Total
2018-2019	15,000	15,000
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**15,000**	**15,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		12,000		-	12,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		12,000		-	12,000
Contingency	25%	3,000		-	3,000
Totals		**15,000**		**-**	**15,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project will provide a substantial repair/replacement to the surface of the pool in Siltanen Park. At times, the pool surface cracks and pieces from the surface give away making rough spots on the bottom of the pool. Current repairs consist of temporary patch work.

FUNDING SOURCES:

Primary funding source for this project will be the General CIP Fund.

ESTIMATED PROJECT SCHEDULE:

Pool Resurfacing	Fall 2018

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(NEW) CIP #29

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

VERN HART FISHING PARK IMPROVEMENTS

Funding	Funding Sources: Cal OES/FEMA	Total
2018-2019	12,000	12,000
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**12,000**	**12,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		9,425		-	9,425
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		9,425		-	9,425
Contingency	25%	2,400		-	2,400
Totals		**11,825**		**-**	**11,825**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:

During the winter storm events of January 2017 damage was sustained to the bank of Carbonera Creek at Vern Hart Fishing Park causing a ground loss/land slide from park into creek. The City received $11,825 in Disaster Funding from the California Office of Emergency Services (CalOES) to repair the damage.

Staff will repair the storm damage to the park in addition to improvements to the existing picnic area and parking lot effected by the storm damage.

FUNDING SOURCES:

Funding source for this project will be FEMA funds received for park repairs. Alternative funding sources could include park impact fees, grant funding from federal and/or state resources.

ESTIMATED PROJECT SCHEDULE:

Concept	Summer 2018
Issue Bids for contractor	Winter 2018
Landscape Construction	Spring 2019

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #30

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

VINE HILL SCHOOL DAYCARE IMPROVEMENTS

Funding	Funding Sources: General CIP Fund		Total
2018-2019	-		-
2019-2020	30,900		30,900
2020-2021	-		-
2021-2022	-		-
2022-2023	-		-
Total	**30,900**	**-**	**30,900**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		24,000	3%	700	24,700
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		24,000		700	24,700
Contingency	25%	6,000		200	6,200
Totals		**30,000**		**900**	**30,900**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project will provide a substantial repair/replacement to ramp and stairs leading up to the modular, skirting around the outside of the building, ceiling tiles, and a roof. The ramp and stairs are unsteady, skirting is rotting away, and the roof leaks on an occasion in different locations throughout the building.

The project was appropriated in FY 2017/18 with $10,000 funding for construction of ramp, stairs, skirting and ceiling tiles conducted by Public Works staff which will be completed in the Summer of 2018. The remaining project of $30,900 is scheduled for FY 2019/20 and would be for the roof improvements.

FUNDING SOURCES:

Primary funding source for this project will be the General CIP Fund.

ESTIMATED PROJECT SCHEDULE:

Construction of ramp, stairs, skirting and ceiling tiles with Public Works staff	Summer 2018
Issue Bids for Construction of Roof	Spring 2019
Construction of Roof	Summer 2019

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PLAY STRUCTURE EQUIPMENT – HOCUS POCUS PARK

Funding	Funding Sources: Parks DIF	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	463,800	463,800
2021-2022	-	-
2022-2023	-	-
Total	**463,800**	**463,800**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		350,000	6%	21,000	371,000
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		350,000		21,000	371,000
Contingency	25%	87,500		5,300	92,800
Totals		**437,500**		**26,300**	**463,800**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

The play structure in the main playground area at Hocus Pocus Park is showing signs of wear and will need to be replaced with an enhanced play structure that could serve a greater number of community members for a longer period of time. The project would include equipment demolition and disposal, installation of 5,750 square feet of geotextile fabric, and installation of a new play structure.

An alternative proposal would use poured-in-place (PIP) rubber as the playground surface rather than EWF. The installation of PIP rubber would nearly double the cost of the project, which would not be cost effective given that annual maintenance costs associated with replacing EWF is well below the incremental cost of PIP rubber over the projected life of that product.

FUNDING SOURCES:

Primary funding source for this project will be the Parks DIF. Alternative funding that would be pursued prior to expending Parks & Recreation Facilities DIF funds could possibly come from grants or Proposition 68 funds.

ESTIMATED PROJECT SCHEDULE:

Bids	Winter 2021
Construction	Spring 2021

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

BROOK KNOLL AND VINE HILL DAYCARE MODULAR IMPROVEMENTS

Funding	Parks DIF	Total
	Funding Sources	
2018-2019	-	-
2019-2020	-	-
2020-2021	463,750	463,750
2021-2022	-	-
2022-2023	490,050	490,050
Total	**953,800**	**953,800**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
		Expenditure Categories			
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		350,000	6%	21,000	371,000
2021-2022		-	9%	-	-
2022-2023		350,000	12%	42,000	392,000
Subtotal		700,000		63,000	763,000
Contingency	25%	175,000		15,800	190,800
Totals		**875,000**		**78,800**	**953,800**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project will provide a substantial improvement to the Brook Knoll and Vine Hill daycare modulars. The modulars regularly need major maintenance such as: siding/skirting replacement, ceiling/roof repairs, light covers, flooring, doors, and water leak damage inside walls and to sub flooring. Current repairs consist of temporary patches when damage arises.

FUNDING SOURCES:

Primary funding will be through the Parks & Recreation Facilities DIF. Alternative funding that would be pursued prior to expending Parks & Recreation Facilities DIF funds could possibly come from grants.

ESTIMATED PROJECT SCHEDULE:

Issue Bids for Construction	Spring 2020
Replacement of Brook Knoll Modular	Summer 2021
Issue Bids for Construction	Spring 2022
Replacement of Vine Hill Modular	Summer 2023

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #33

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SKYPARK TENNIS AREA IMPROVEMENTS

	Funding Sources		
Funding	**Park DIF**	**Lennar**	**Total**
2018-2019	-	-	-
2019-2020	-	-	-
2020-2021	125,300	20,000	145,300
2021-2022	-	-	-
2022-2023	-	-	-
Total	**125,300**	**20,000**	**145,300**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		109,600	6%	6,600	116,200
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		109,600		6,600	116,200
Contingency	25%	27,400		1,700	29,100
Totals		**137,000**		**8,300**	**145,300**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:

This project will provide storage, new and enlarged parking area, shade structure, and picnic tables in Skypark at the tennis area along the Linear Trail.

FUNDING SOURCES:

Primary funding source for this project will be the Parks DIF for storage, shade structure, and picnic tables. Lennar Funds will be used for the resurfacing and enlarging the parking lot.

ESTIMATED PROJECT SCHEDULE:

Issue Bids for Construction	Spring 2020
Construction	Summer 2020

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PARKS ADA IMPROVEMENTS – PHASE 2

	Funding Sources	
Funding	**Lennar**	**Total**
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	53,600	53,600
2022-2023	53,600	53,600
Total	**107,200**	**107,200**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		-		-	-
2019-2020		-	0%	-	-
2020-2021		-	0%	-	-
2021-2022		53,600	0%	-	53,600
2022-2023		53,600	0%	-	53,600
Subtotal		107,200		-	107,200
Contingency	0%	-		-	-
Totals		**107,200**		**-**	**107,200**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project consists of retrofit work to provide ADA accessibility at Camp Evers Fishing Park, Hocus Pocus Park, MacDorsa Park, Scotts Valley Dog Park, Siltanen Park, and Skypark per Phase Two the assessment completed in 2015 and recorded in the City's Access Audit & Transition Plan. Work to be completed consists of improvements to exterior routes, doors, park facilities and surfaces, parking, restrooms and Recreation employee spaces.

This would be a 5-year CIP program which would not start until the Phase 1 improvements are completed. The amount shown here is the first two years of the 5-year program.

FUNDING SOURCES:

Funding source for this project is the Lennar Funds.

ESTIMATED PROJECT SCHEDULE:

Design	Varies
Bid	Spring of each year
Construction	Summer of each year

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SENIOR CENTER ADA IMPROVEMENTS – PHASE 2

Funding	Funding Sources: General CIP Fund	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	76,300	76,300
2022-2023	-	-
Total	**76,300**	**76,300**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		56,000	9%	5,000	61,000
2022-2023		-	12%	-	-
Subtotal		56,000		5,000	61,000
Contingency	25%	14,000		1,300	15,300
Totals		**70,000**		**6,300**	**76,300**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project consists of retrofit work to provide ADA accessibility at the Senior Center per Phase Two the assessment completed in 2015 and recorded in the City's Access Audit & Transition Plan. Work to be completed consists of improvements to doorways, parking, restrooms, and the kitchen.

Phase Three of the Access Audit & Transition Plan consisting of retrofit work to provide ADA accessibility at Public Works and Wastewater Treatment Plant is outside of this 5-year CIP.

FUNDING SOURCES:

Funding source for this project is the General CIP Fund.

ESTIMATED PROJECT SCHEDULE:

Bid	Spring/Summer 2021
Construction	Fall/Winter 2021

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PLAY STRUCTURE EQUIPMENT – SKYPARK

Funding	Funding Sources: Not Identified	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Unscheduled	980,000	980,000
Total	**980,000**	**980,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Unscheduled		700,000	12%	84,000	784,000
Subtotal		700,000		84,000	784,000
Contingency	25%	175,000		21,000	196,000
Totals		**875,000**		**105,000**	**980,000**

PROJECT PRIORITY CATEGORY[1]: B

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

PROJECT DESCRIPTION:
The play structure in the main playground area at Skypark is showing signs of wear and will need to be replaced with an enhanced play structure that could serve a greater number of community members for a longer period of time. The project would include equipment demolition and disposal, installation of 13,900 square feet of geotextile fabric, installation of a new play structures in the toddler and 5-12 areas, and replacement of approximately 507 cubic yards of engineered wood fiber (EWF).

An alternative proposal would use poured-in-place (PIP) rubber as the playground surface rather than EWF. The installation of PIP rubber would nearly double the cost of the project, which would not be cost effective given that annual maintenance costs associated with replacing EWF is well below the incremental cost of PIP rubber over the projected life of that product.

FUNDING SOURCES:
There is currently no dedicated funding source for this project. If this project were to proceed, it would require funding resources such as grants or Proposition 68 funds.

ESTIMATED PROJECT SCHEDULE:

Bids	Winter 2022
Construction	Spring 2022

(NEW) CIP #37

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

GLENWOOD OPEN SPACE PRESERVE EAST TRAILS

Funding	Funding Sources: Not Identified	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Unscheduled	525,000	525,000
Total	**525,000**	**525,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	0%	-	-
2020-2021		-	0%	-	-
2021-2022		-	0%	-	-
2022-2023		-	0%	-	-
Unscheduled		525,000	0%	-	525,000
Subtotal		525,000		-	525,000
Contingency	0%	-		-	-
Totals		**525,000**		**-**	**525,000**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:

This project would consist of construction of the east side trail system of the Glenwood Open Space Preserve inclusive of parking facilities and a fully accessible path of travel from the Siltanen Park parking lot to the main trailhead. The trail development and construction will include signage, waste management, benches and picnic tables, as well as required mitigations described in the Glenwood Open Space Preserve Long Term Management Plan.

FUNDING SOURCES:

There is currently no dedicated funding source for this project. If this project were to proceed, it would require funding resources such as other grants, development impact fees, or Measure D revenues may be considered.

ESTIMATED PROJECT SCHEDULE:

Preliminary Design	Spring
Final Design	Summer
Issue Bids for Construction	Summer
Construction	Fall

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

AL SHUGART PARK PHASE 1, 3 AND 4 CONSTRUCTION

Funding	Funding Sources: Not Identified	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Unscheduled	2,500,000	2,500,000
Total	**2,500,000**	**2,500,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	0%	-	-
2020-2021		-	0%	-	-
2021-2022		-	0%	-	-
2022-2023		-	0%	-	-
Unscheduled		2,000,000		-	2,000,000
Subtotal		2,000,000		-	2,000,000
Contingency	25%	500,000		-	500,000
Totals		**2,500,000**		**-**	**2,500,000**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:

The Master Plan for the Al Shugart Park was approved by City Council on March 4, 2009. This project would include construction of Phases 1, 3 and 4. Phase 1 entails landscaping and beautification along Glenwood Drive. Phase 3 is construction of a dog park, restroom building, parking lot, and bridge over drainage channel. Phase 4 represents the remaining park improvements including a passive turf area, picnic areas, concrete walkway, and interpretive signage.

FUNDING SOURCES:

There is currently no dedicated funding source for this project. If this project were to proceed, it would require funding resources such as private funds, grants, Park Impact Fees (DIF), and/or Lennar Funds.

ESTIMATED PROJECT SCHEDULE:

Al Shugart Park Master Plan	Complete
Design	Summer
Bid/Award	Fall 2021
Start Construction	Winter/Spring 2021/2022

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

CITY FACILITY ADA IMPROVEMENTS – PHASE 1

Funding	Funding Sources: General CIP Fund	Total
2018-2019	24,200	24,200
2019-2020	24,900	24,900
2020-2021	25,750	25,750
2021-2022	-	-
2022-2023	-	-
Total	**74,850**	**74,850**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		19,350		-	19,350
2019-2020		19,350	3%	600	19,950
2020-2021		19,350	6%	1,200	20,550
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		58,050		1,800	59,850
Contingency	25%	14,500		500	15,000
Totals		**72,550**		**2,300**	**74,850**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project consists of retrofit work to provide ADA accessibility at non-park City facilities per Phase Two the assessment completed in 2015 and recorded in the City's Access Audit & Transition Plan. Work to be completed consists of improvements to doorways, restrooms, and exterior routes.

FUNDING SOURCES:

Primary funding source for this project is the General CIP Fund.

ESTIMATED PROJECT SCHEDULE:

Issue Bids	Fall of each year
Construction	Winter of each year

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #40

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SMALL DUMP TRUCK 5-YARD

Funding	Funding Sources		
	Facilities DIF	WWTP Capital	Total
2018-2019	40,000	40,000	80,000
2019-2020	-	-	-
2020-2021	-	-	-
2021-2022	-	-	-
2022-2023	-	-	-
Total	**40,000**	**40,000**	**80,000**

Expenditures		Expenditure Categories			
		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		80,000		-	80,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		80,000		-	80,000
Contingency	0%	-		-	-
Totals		**80,000**		**-**	**80,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This truck is an addition to the existing fleet of vehicles. A smaller truck is more easily maneuverable and does not require a commercial license for staff to operate. This truck would be used by both Public Works and Wastewater staff.

FUNDING SOURCES:

Funding for this purchase will be split equally from the General Facilities DIF and the Wastewater Treatment Plant Capital Reserves Fund.

ESTIMATED PROJECT SCHEDULE:

Vehicle Purchase Fall 2018

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #41

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

LIBRARY IMPROVEMENTS – SOUND ATTENUATION, BUILDING IMPROVEMENTS, PARKING LOT

Funding	Funding Sources: Measure S	Total
2018-2019	-	-
2019-2020	190,000	190,000
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**190,000**	**190,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		152,000	0%	-	152,000
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		152,000		-	152,000
Contingency	25%	38,000		-	38,000
Totals		**190,000**		**-**	**190,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project will include the installation of sound attenuation equipment, building improvements, and parking lot improvements.

The cost allocation (excluding inflation) between the three projects is estimated as follows:

Project	**Cost**
Sound attenuation	$ 75,000
Building improvements, including keyless entry and security cameras	50,000
Parking lot improvements	65,000
Total	**$190,000**

FUNDING SOURCES:

Funding source for this project is the bond proceeds from Measure S Sales Tax revenues administered by Santa Cruz County.

ESTIMATED PROJECT SCHEDULE:

Solicit Bids	Summer 2019
Project implementation	Fall 2019

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #42

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

LIBRARY IMPROVEMENTS – OTHER

Funding	Funding Sources: Measure S	Total
2018-2019	-	-
2019-2020	2,549,000	2,549,000
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**2,549,000**	**2,549,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		1,980,000	3%	59,100	2,039,100
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		1,980,000		59,100	2,039,100
Contingency	25%	495,000		14,900	509,900
Totals		**2,475,000**		**74,000**	**2,549,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

Funding is available in the amount of $3 million in total from Measure S funds approved by voters in November 2016. Funds from Measure S must be expended within a 3-year period in accordance with the terms of the Joint Powers Authority created for this purpose. A placeholder amount of $2,549,000 is included subject to final improvement plans approved by the City Council to fully exhaust the funds provided under Measure S.

FUNDING SOURCES:

Funding source for this project is the bond proceeds from Measure S Sales Tax revenues administered by Santa Cruz County.

ESTIMATED PROJECT SCHEDULE:

Develop improvement plans	TBD
Issue Bids for Construction	TBD
Construction	TBD

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

CITY FACILITY ADA IMPROVEMENTS – PHASE 2

Funding	Funding Sources: General CIP Fund	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	151,500	151,500
2022-2023	-	-
Total	**151,500**	**151,500**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		111,200	9%	10,000	121,200
2022-2023		-	12%	-	-
Subtotal		111,200		10,000	121,200
Contingency	25%	27,800		2,500	30,300
Totals		**139,000**		**12,500**	**151,500**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project consists of retrofit work to provide ADA accessibility at non-park City facilities per Phase Two the assessment completed in 2015 and recorded in the City's Access Audit & Transition Plan. Work to be completed consists of improvements to doorways, restrooms, and exterior routes.

This program would not start until the Phase 1 improvements are completed.

FUNDING SOURCES:

Primary funding source for this project is the General CIP Fund.

ESTIMATED PROJECT SCHEDULE:

Bid	Winter 2021
Construction	Spring/Summer 2022

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(NEW) CIP #44

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PUBLIC WORKS DEPARTMENT FACILITY

	Funding Sources	
Funding	**Facilities DIF**	**Total**
2018-2019	-	-
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	-	-

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		-		-	-
2019-2020		-	0%	-	-
2020-2021		-	0%	-	-
2021-2022		-	0%	-	-
2022-2023		-	0%	-	-
Subtotal		-		-	-
Contingency	25%	-		-	-
Totals		-		-	-

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

The current Public Works offices consist of modulars constructed in the late 1970s and purchased/moved by the City in FY 1988/89. The modulars regularly need major maintenance such as siding/skirting replacement, ceiling/roof repairs, light covers, flooring, doors, and water leak damage inside walls and to sub flooring. Current repairs consist of temporary patches when damage arises. The office and storage spaces exhibit mold growth and a pose health risk to staff. The modulars are beyond their useful life and require replacement.

The solution being explored would expand the existing Wastewater Operations building and reconfigure the vehicle maintenance facilities to accommodate all Public Works staff. Opportunities could then be explored to repurpose the rest of the facilities that could include other uses up to and including possible sale of a portion of the land.

FUNDING SOURCES:

The cost of construction of the facility is pending an engineer's estimate from an engineering consultant. An evaluation of other site uses will then need to be conducted to determine options to finance the construction of the facilities. Funding for this project could include General Facilities DIF (previously budgeted for improvements to the existing PW facility), sale of equipment, sale of a portion of the property, grants or additional development impact fees.

ESTIMATED PROJECT SCHEDULE:

Concept	Complete
Final Engineering	Fall/Winter 2018
Site alternatives	TBD
Bid	TBD
Construction	TBD

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #45

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SANTA CRUZ MOUNTAINS (HWY 17) POLICE RADIO SITE

	Funding Sources	
Funding	**SLESF-COPS**	**Total**
2018-2019	37,500	37,500
2019-2020	-	-
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**37,500**	**37,500**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		30,000		-	30,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		30,000		-	30,000
Contingency	25%	7,500		-	7,500
Totals		**37,500**		**-**	**37,500**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

The Scotts Valley Police Department needs to add another radio receiver site for the primary blue channel at a site located within the Santa Cruz Mountains to improve radio communications for Scotts Valley Police Officers while on Hwy 17.

This project would involve recurring annual operating expenses of a T-1 line from the radio site to the police department and additional support costs from our public safety communications vendor. Total incremental costs are expected to be approximately $1,000 per year.

FUNDING SOURCES:

Primary funding for this project will come from SLESF-COPS grant funding.

ESTIMATED PROJECT SCHEDULE:

Evaluate Site Options	Spring 2017
Obtain Authorization to use Site	Summer/Fall 2017
Tower Analysis Complete	Fall 2017
Quote for Blue Equipment	Completed
Obtain Authorization to Purchase	TBD
Purchase Equipment	TBD
Establish a T1 line to site	TBD
Install Equipment	TBD
Complete final testing	TBD

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

POLICE BODY WORN & IN CAR CAMERAS

Funding	Funding Sources: PD DIF		Total
2018-2019	150,000		150,000
2019-2020	-		-
2020-2021	-		-
2021-2022	-		-
2022-2023	39,200		39,200
Total	**189,200**	**-**	**189,200**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		150,000		-	150,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		35,000	12%	4,200	39,200
Subtotal		185,000		4,200	189,200
Contingency	0%	-		-	-
Totals		**185,000**		**4,200**	**189,200**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:
The purchase and implementation of a police body worn camera program to outfit all officers with body cameras and patrol vehicles with in-car cameras. This program would require community involvement, updated policies and procedures, additional training of sworn personnel and support staff.

The implementation of police cameras will require future upgrades and supportive maintenance after the initial five year support agreement expires.

FUNDING SOURCES:
Police development fees would be used for the initial purchase of the body cameras, network infrastructure, vehicle updates, software licensing and five-year support contract.

After the five year support contract is up the city will need to budget for ongoing upgrades and support contracts.

ESTIMATED PROJECT SCHEDULE:

Establish Workgroup	Complete
Evaluate Network Requirements	Complete
Finalize Policies & Procedures	In Process
Prepare Network Systems	In Process
Test and Evaluation	July 2018
Select Vendor	TBD
Install Software & Hardware	TBD
Update Vehicles	TBD
Total deployment of BWC program	TBD

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #47

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

POLICE HAND GUN REPLACEMENT

Funding	Funding Sources SLESF-COPS Fund	Total
2018-2019	-	-
2019-2020	15,500	15,500
2020-2021	-	-
2021-2022	-	-
2022-2023	-	-
Total	**15,500**	**15,500**

Expenditures		Expenditure Categories Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		15,000	3%	500	15,500
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		15,000		500	15,500
Contingency	0%	-		-	-
Totals		**15,000**		**500**	**15,500**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:

Purchase twenty (20) new handguns for police officers. The existing handguns are more than twenty years old. The current guns will be assigned to Reserve Officers' for their use while on duty.

FUNDING SOURCES:

The guns can be purchased with FY 2019/20 COPs grant money.

ESTIMATED PROJECT SCHEDULE:

Establish a Workgroup	Fall 2018
Test and Evaluate	Winter/Spring 2019
Purchase	Summer 2019

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

POLICE DEPARTMENT LOCKER ROOM

Funding	Funding Sources: Police Facilities DIF	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	99,400	99,400
2021-2022	-	-
2022-2023	-	-
Total	**99,400**	**99,400**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		75,000	6%	4,500	79,500
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		75,000		4,500	79,500
Contingency	25%	18,800		1,100	19,900
Totals		**93,800**		**5,600**	**99,400**

PROJECT PRIORITY CATEGORY[1]: B

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

PROJECT DESCRIPTION:

The Police Department locker room is more than 30 years old and is substandard to support current personnel. The shower is operational, but has significant drainage issues that can cause further issues regarding mold and deterioration of the building.

The scope of this project would involve a remodel of the existing locker room and the adjacent weight room to accommodate male and female officers. The current female locker room would be remodeled and a new shower installed for both male and female police employee use.

FUNDING SOURCES:

Primary funding for this project will come from Police Facilities DIF funds, and can be partially offset by using City Public Works staff.

ESTIMATED PROJECT SCHEDULE:

Select vendor to create remodel plan	Spring 2020
Obtain quotes for Construction work	Fall 2020
Evaluate new Lockers & related equipment.	Fall 2020
Begin Construction	Winter 2020
End Construction	March 2021

(Existing) CIP #49

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

POLICE DEPARTMENT ARMORY

Funding	Funding Sources: Police Development Fees	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	66,300	66,300
2021-2022	-	-
2022-2023	-	-
Total	**66,300**	**66,300**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		50,000	6%	3,000	53,000
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		50,000		3,000	53,000
Contingency	25%	12,500		800	13,300
Totals		**62,500**		**3,800**	**66,300**

PROJECT PRIORITY CATEGORY[1]: C

PROJECT DESCRIPTION:

Remodel of existing police armory to bring it up to best practice standards for safety and security. The existing armory has not been upgraded since 1986.

FUNDING SOURCES:

Primary funding source for this project will be Police Development Fees funds.

ESTIMATED PROJECT SCHEDULE:

Select vendor to create remodel plan	Spring 2020
Obtain quotes for Construction work	Fall 2020
Evaluate new Lockers & related equipment	Fall 2020
Begin Construction	Winter 2020
End Construction	March 2021

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

POLICE RADIO SIMULCAST – SVPD BLUE

Funding	Funding Sources: SLESF-COPS Funds	Total
2018-2019	-	-
2019-2020	-	-
2020-2021	106,000	106,000
2021-2022	-	-
2022-2023	-	-
Total	**106,000**	**106,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		-		-	-
2019-2020		-	3%	-	-
2020-2021		100,000	6%	6,000	106,000
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		100,000		6,000	106,000
Contingency	0%	-		-	-
Totals		**100,000**		**6,000**	**106,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

The Scotts Valley Police Department has been adding additional radio tower sites to improve radio communications between field officers and the dispatch center. However, these additional sites do not address issues with the field officers ability to hear each other. The addition of simulcast technology would improve in-field radio communications for the department's primary radio channel.

After the implementation of the FCC narrowband mandate in January of 2013 law enforcement agencies have experienced issues with a reduction in radio coverage. Agencies have been forced to invest significant resources to improve their radio capabilities.

This project would involve recurring annual operating expenses of a T-1 line from the radio site to the police department and additional support costs from our public safety communications vendor. Total incremental costs are expected to be approximately $1,000 per year.

FUNDING SOURCES:

Primary funding for this project will come from SLESF-COPS funds. Alternative funding that would be pursued prior to expending COPS funds could possibly come from Homeland Security Grant Funding.

ESTIMATED PROJECT SCHEDULE:

Evaluate & Design	Spring 2020
Approvals & Structural Testing	Spring 2020
Obtain quotes for Equipment	June 2020
Installation and Testing	Sept/Oct. 2020

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #51

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

INTEGRATION OF STORAGE AREA NETWORK (SAN)

	Funding Sources		
Funding	**General CIP**	**WW Capital**	**Total**
2018-2019	76,000	19,000	95,000
2019-2020	-	-	-
2020-2021	-	-	-
2021-2022	-	-	-
2022-2023	44,800	11,200	56,000
Total	**120,800**	**30,200**	**151,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		95,000		-	95,000
2019-2020			3%	-	-
2020-2021			6%	-	-
2021-2022			9%	-	-
2022-2023		50,000	12%	6,000	56,000
Subtotal		145,000		6,000	151,000
Contingency	0%	-		-	-
Totals		**145,000**		**6,000**	**151,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

The City moved its entire computer network to a virtualized environment in FY 2011/12. The project established a stable and redundant backup solution to ensure business continuity in the event of a hardware or software failure.

The City accomplished this by creating a virtual partition on 2 of its physical servers using VMware software. This software allowed the two servers to support all of the city's operations virtually and provided a storage area network.

The City's increasing reliance on technology and greater storage has evolved and these two servers can no longer sustain the growing needs of the city and its various departments. Adding a physical storage area network will improve reliability and increase the life cycle of the physical servers by another one to two years.

These SANs will require an extended warranty for additional protection against hardware failures.

FUNDING SOURCES:

Primary funding for this project will be the General CIP and Wastewater Capital funds.

ESTIMATED PROJECT SCHEDULE:

Establish timeline for upgrade	Complete
Renew updated VMware	Complete
Clean up Existing VM SANs	In process
Purchase 2 SANs & Switches	May-July 2018
Configure 2 SANs & Deploy	TBD
Purchase 3rd SAN	TBD

1 Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(NEW) CIP #52

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

CITYWIDE TECHNOLOGY UPDATES

	Funding Sources			
Funding	**General CIP**	**WW Capital**		**Total**
2018-2019	28,000	7,000		35,000
2019-2020	20,640	5,160		25,800
2020-2021	5,120	1,280		6,400
2021-2022	-	-		-
2022-2023	4,480	1,120		5,600
Total	**58,240**	**14,560**	**-**	**72,800**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2018-2019		35,000		-	35,000
2019-2020		25,000	3%	800	25,800
2020-2021		6,000	6%	400	6,400
2021-2022		-	9%	-	-
2022-2023		5,000	12%	600	5,600
Subtotal		71,000		1,800	72,800
Contingency	0%	-		-	-
Totals		**71,000**		**1,800**	**72,800**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:
The City standardized on Windows 7 Professional and Windows Server 2008 when it completed network updates in FY2011/12. The network update included adding a Terminal Server and replacement of city wide computer workstations. The update was accomplished slowly over a two to three year period.

Microsoft has announced that it will no longer support Office 2007, Windows Server 2008 and Windows 7 Professional after January of 2020. This means that no further security patches will be deployed and therefore using these older systems will be incompatible with updated technology but most importantly it will create vulnerabilities in our computer network to malicious attacks.

The city needs to update operating system software on workstations and servers, key software such as Office, Word Perfect, Adobe Acrobat, SQL server and our email Exchange server will need to be updated over the next 3 years. Because many of the software companies are switching to a subscription model with annual reoccurring fees, the city will focus on obtaining volume licensing while it is still available. Adobe products are already using subscription models with reoccurring usage fees.

FUNDING SOURCES:
Primary funding for this project will come from General CIP and Wastewater Capital funds.

ESTIMATED PROJECT SCHEDULE:

Create timeline	Completed
Update Servers to WS 2016	April/May 2018
Begin testing Windows 10 Pro	In process
Purchase Phase 1	End of CY 2018
Purchase Phase 2	End FY 2019
Purchase Phase 3	End CY 2019
Final software updates	February 2020
Subscription fees on-going	TBD

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

CITY WIDE PHONE REPLACEMENT

Funding	General CIP	WW Capital	Total
	Funding Sources		
2018-2019	155,000	38,800	193,800
2019-2020	90,100	-	90,100
2020-2021	22,500	-	22,500
2021-2022	51,200	51,100	102,300
2022-2023	-	-	-
Total	**318,800**	**89,900**	**408,700**

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
		Expenditure Categories			
2018-2019		155,000		-	155,000
2019-2020		70,000	3%	2,100	72,100
2020-2021		17,000	6%	1,000	18,000
2021-2022		75,000	9%	6,800	81,800
2022-2023		-	12%	-	-
Subtotal		317,000		9,900	326,900
Contingency	25%	79,300		2,500	81,800
Totals		**396,300**		**12,400**	**408,700**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project is a one-time purchase to replace the City's aging phone and voice mail system. This project plan will involve the upgrade of phone cables to all city buildings, network infrastructure, new phone system (on premise or hosted) and supportive maintenance. The long-term goal of this project will be to have all city departments using one centralized phone and voice mail system.

- Presently all buildings are using different phone systems.
- The phone systems for City Hall/Police & Public Works are more than 18 years old.
- Phone cables in all buildings are more than 20 years old and are not sufficient to support future technology demands.
- The City Hall/Police phone system continues to experience failures requiring frequent restarts.
- This project will require additional network equipment to support new phone technology and cabling.
- On-going supportive maintenance will be required. Hosted phone systems supportive maintenance is included in their annual service agreement. On premise phone system licensing support cost range would be $6,000-$9,000 annually.

FUNDING SOURCES:

Primary funding source for this project is General CIP and Wastewater Capital funds. Alternate funding could come from facility impact fees to the extent funds are available.

ESTIMATED PROJECT SCHEDULE:

Prepare RFP for Phone System	Draft by August 1, 2018
Install updated cabling to CH/PD	Begin September 2018
Test & Evaluate	TBD
Select Vendor	TBD
Install updated cable to CC/SC	FY 2019/20
Install updated cable to PR	FY 2020/21
Install updated cable to WW/PW	FY 2021/22

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

(Existing) CIP #54

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PUBLIC WORKS LARGE-FORMAT PRINTER

Funding	Funding Sources: General CIP	WW Capital	Total
2018-2019	5,000	5,000	10,000
2019-2020	-	-	-
2020-2021	-	-	-
2021-2022	-	-	-
2022-2023	-	-	-
Total	**5,000**	**5,000**	**10,000**

Expenditures		Expenditure Categories: Estimated Project Cost	Inflation %	Inflation Escalation	Total
2018-2019		8,000		-	8,000
2019-2020		-	3%	-	-
2020-2021		-	6%	-	-
2021-2022		-	9%	-	-
2022-2023		-	12%	-	-
Subtotal		8,000		-	8,000
Contingency	25%	2,000		-	2,000
Totals		**10,000**		**-**	**10,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

Purchase of 36” Dual-roll 36-inch, 6-ink integrated Multifunction Printer (print/scan/copy) to replace current printer for which replacement parts are being discontinued.

FUNDING SOURCES:

Primary funding source for this purchase will be split between General CIP Fund and Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Receive quotes	Spring 2018
Purchase	Summer 2018

1 Priority descriptions:
- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements
- Priority B – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- Priority C – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2018/19 to FY 2022/23

No.	Description	Priority	Proposed Funding Source (1)	New / Existing	Total	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	Unscheduled	Classification
Wastewater												
1	Air Conditioning Unit - Wastewater Operations Building	A	WW-C	New	30,000	30,000						Equipment
2	Tanker Truck	A	WW-C	Existing	80,000	80,000						Equipment
3	Mission Communications for Lift Stations	A	WW-C	Existing	40,000	40,000						Equipment
4	Sewer System Management Plan	A	WW-C	New	375,000	375,000						CIP
5	PLC Upgrade	A	WW-C	Existing	101,500	50,000	51,500					CIP
6	Rebuild Aqua Guards	B	WW-C	Existing	250,000	250,000						CIP
7	Water Pump System Upgrade	B	WW-C	Existing	30,900		30,900					CIP
8	Electric Security Gate	B	WW-C	Existing	20,600		20,600					CIP
9	Clarifier Superstructure and Walkways	B	WW-C	Existing	255,800			255,800				CIP
10	Rotary Drum Thickener	B	WW-C	New	231,900			231,900				CIP
11	Glen Canyon Lift Station Generator	C	WW-C	Existing	59,700			59,700				CIP
12	Aeration Basin System Upgrade	B	WW-C	Existing	130,800				130,800			CIP
13	Effluent Pump	C	WW-C	Existing	272,500				272,500			CIP
14	Ultraviolet Disinfection System Evaluation	B	WW-C	New	42,000					42,000		CIP
15	Stormwater LID	C	WW-C; P-1 Grant	Existing	231,900						231,900	CIP
	Total - Wastewater Projects				**2,152,600**	**825,000**	**103,000**	**547,400**	**403,300**	**42,000**	**231,900**	
Transportation												
16	Annual Street Maintenance/Resurfacing Program	A	GT/RMRA	Existing	1,275,000	200,000	250,000	275,000	275,000	275,000		CIP
17	Rehabilitation of Glenwood Drive	B	Meas D; RTC-RTIP; CTC-LPP	Existing	1,575,000	100,000	1,475,000					CIP
18	Sidewalk Improvements on Kings Village Road	B	Meas D; RTC-RTIP	Existing	306,000	306,000						CIP
19	Scotts Valley Drive Medians	B	TDIF	New	375,000		375,000				-	CIP
20	Pavement Rehabilitation on Bean Creek Road	A	Meas D	Existing	500,000			500,000				CIP
21	Active Transportation Plan	B	Meas D; TDIF	New	200,000					200,000		CIP
22	Sidewalk Master Plan Projects	B	Not identified	Existing	2,513,000						2,513,000	CIP
23	Bicycle Transportation Plan Projects	C	Not identified	Existing	2,858,000						2,858,000	CIP
	Total Transportation Projects				**9,602,000**	**606,000**	**2,100,000**	**775,000**	**275,000**	**475,000**	**5,371,000**	
Storm Drains												
24	Trash Amendments Compliance	A	CIP	New	500,000	100,000	100,000	100,000	100,000	100,000		CIP
25	Storm Drain Master Plan Projects	B	Not identified	Existing	184,300						184,300	
	Total Storm Drain Projects				**684,300**	**100,000**	**100,000**	**100,000**	**100,000**	**100,000**	**184,300**	
Parks												
26	Parks ADA Improvements - Phase 1	A	Lennar	Existing	120,000	38,800	40,000	41,200				CIP
27	Recreation Building Roof	A	CIP	New	52,900	52,900						CIP
28	Siltanen Family Swim Center Pool Resurfacing	B	CIP	Existing	15,000	15,000						CIP
29	Vern Hart Fishing Park Improvements	C	CalOES	New	12,000	12,000						CIP
30	Vine Hill School Daycare Improvements	A	CIP	Existing	30,900		30,900					CIP

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2018/19 to FY 2022/23

No.	Description	Priority	Proposed Funding Source (1)	New / Existing	Total	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	Unscheduled	Classification
31	Play Structure Equipment - Hocus Pocus Park	B	Parks DIF	Existing	463,800			463,800				CIP
32	Brook Knoll and Vine Hill Daycare Modular Replacement	B	Parks DIF	Existing	953,800			463,750		490,050		CIP
33	Skypark Tennis Area Improvements	C	Parks DIF; Lennar	Existing	145,300			145,300				CIP
34	Parks ADA Improvements - Phase 2	A	Lennar	Existing	107,200				53,600	53,600		CIP
35	Senior Center ADA Improvements - Phase 2	A	CIP	Existing	76,300				76,300			CIP
36	Play Structure Equipment - Skypark	B	Not identified	New	980,000						980,000	CIP
37	Glenwood Open Space Preserve East Trails	C	Not identified	New	525,000						525,000	CIP
38	Al Shugart Park Phases 1, 3 and 4 Construction	C	Not identified	Existing	2,500,000						2,500,000	CIP
	Total Parks Projects				**5,982,200**	**118,700**	**70,900**	**1,114,050**	**129,900**	**543,650**	**4,005,000**	
General Facilities												
39	City Facility ADA Improvements - Phase 1	A	CIP	Existing	74,850	24,200	24,900	25,750				CIP
40	Small Dump Truck 5-Yard	B	Fac DIF; WW-C	Existing	80,000	80,000						Equipment
41	Library Improvements - Sound Attenuation, Building Improvements, Parking Lot	B	Meas S	Existing	190,000		190,000					CIP
42	Library Improvements - Other	B	Meas S	Existing	2,549,000		2,549,000					CIP
43	City Facility ADA Improvements - Phase 2	A	CIP	Existing	151,500				151,500			CIP
44	Public Works Department Facility	A	Not identified	New	-						-	CIP
	Total General Facilities				**3,045,350**	**104,200**	**2,763,900**	**25,750**	**151,500**	**-**	**-**	
Police												
45	Santa Cruz Mountains (Hwy 17) Police Radio Site	A	COPS	Existing	37,500	37,500						CIP
46	Police Body Worn and In-Car Cameras	C	PD DIF	New	189,200	150,000				39,200		CIP
47	Police Hand Gun Replacement	C	COPS	Existing	15,500		15,500					CIP
48	Police Station Locker Room	C	PD DIF	Existing	99,400			99,400				CIP
49	Police Department Armory	C	PDF	Existing	66,300			66,300				CIP
50	Police Radio Simulcast - SVPD Blue	A	COPS	Existing	106,000			106,000				CIP
	Total Police Projects				**513,900**	**187,500**	**15,500**	**271,700**	**-**	**39,200**	**-**	

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2018/19 to FY 2022/23

No.	Description	Priority	Proposed Funding Source (1)	New / Existing	Total	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	Unscheduled	Classification
Information Technology												
51	Storage Area Network Integration	A	CIP; WW-C	Existing	151,000	95,000	-	-	-	56,000		Equipment
52	Citywide Technology Updates	A	CIP; WW-C	New	72,800	35,000	25,800	6,400	-	5,600		Equipment
53	Citywide Phone Replacement	A	CIP; WW-C	Existing	408,700	193,800	90,100	22,500	102,300	-		Equipment
54	Public Works Large Format Printer	B	CIP; WW-C	Existing	10,000	10,000						Equipment
	Total Information Technology Projects				**642,500**	**333,800**	**115,900**	**28,900**	**102,300**	**61,600**	**-**	
Total - All Projects					**22,622,850**	**2,275,200**	**5,269,200**	**2,862,800**	**1,162,000**	**1,261,450**	**9,792,200**	

(1) Funding Sources:

Wastewater: WWTP-C = Wastewater Capital; P1 Grant = Proposition 1 Grant Funds; TTF = Tertiary Treatment Fund

Transportation: CTC-LPP = California Transportation Commission 2018 Local Partnership Program; Meas D = Measure D sales tax funds; GT/RMRA = Gas Tax and/or SB1 Road Maintenance and Rehabilitation Account funds; RTC-RTIP = SCCRTC Regional Transporation Improvement Program; TDIF = Traffic Impact Mitigation Fees

Storm Drains: SD DIF = Storm Drain Development Impact Fees

Parks: CalOES = California OES FEMA Funds; CIP = General CIP Fund; CTC-LPP = California Transportation Commission 2018 Local Partnership Program; Lennar = Lennar Trust Funds; Parks DIF = Parks & Recreation Development Impact Fees

General Facilities: CIP = General CIP Fund; Fac DIF = Facilities Development Impact Fees; Lennar = Lennar Trust Funds; Lib DIF = Library Development Impact Fees; Meas S = Measure S Library Sales Tax Bond Financing; Parks DIF = Parks & Recreation Development Impact Fees; WWTP-C = Wastewater Capital

Police: COPS = State Citizens' Option for Public Safety Funds; HSG = Homeland Security Grants; PD DIF = Police Facilities Development Impact Fees; PDF = Police Development Fees Fund

Information Technology: CIP = General CIP Fund; WWTP-C = Wastewater Capital

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2018/19 to FY 2022/23

Fund Availability

			General Funds		Special Revenue Funds																Unidentified	
			01, 06	150	03	07	08	09	21	25	27	31	86	88	155	306	315	316	10, 12, 14	12	15		
No.	Description	Category	General Fund/ Equipment Replacement Fund	General CIP	Gas Tax	Drainage Construction DIF	Traffic Impact Mitigation DIF	Parks & Recreation Facilities DIF	General Facility DIF	Lennar Funds	Police Facility DIF	Transportation Grants	Library DIF	Measure S - Library Facilities Authority	Measure D - Sales Tax for Transportation	SLESF - COPS	Police Development Fees	Homeland Security Grant	Wastewater Capital	Wastewater Prop 1 Grant	Tertiary Treatment Plant	No Identified Funding Source	Totals
	Available Reserve Balance - 7/1/2018		N/A	(95,200)	(314,100)	(82,900)	601,000	654,200	85,600	492,200	286,900	27,000	253,400	43,300	(20,500)	185,600	66,200	-	2,219,200	-	25,900		
	Projected Revenues - 5 years		N/A	12,000	2,778,700	68,805	1,657,800	3,500,800	205,250	-	465,200	1,621,000	353,350	2,739,000	1,370,200	501,500	3,100		838,000	-	55,500		
	Projected Transfers In (Out) - 5 years (1)/(2)/(3)		(341,000)	1,501,000	(1,175,000)	15,000																	
	Available Funds for Projects		**N/A**	**1,417,800**	**1,289,600**	**905**	**2,258,800**	**4,155,000**	**290,850**	**492,200**	**752,100**	**1,648,000**	**606,750**	**2,782,300**	**1,349,700**	**687,100**	**69,300**	**-**	**3,057,200**	**-**	**81,400**	**-**	
Priority A Projects																							
1	Air Conditioning Unit - Wastewater Operations Building	Wastewater																	30,000				30,000
2	Tanker Truck	Wastewater																	80,000				80,000
3	Mission Communications for Lift Stations	Wastewater																	40,000				40,000
4	Sewer System Management Plan	Wastewater																	375,000				375,000
5	PLC Upgrade	Wastewater																	101,500				101,500
16	Annual Street Maintenance/Resurfacing Program	Transportation			1,275,000																		1,275,000
20	Pavement Rehabilitation on Bean Creek Road	Transportation													500,000								500,000
24	Trash Amendments Compliance	Storm Drains		500,000																			500,000
26	Parks ADA Improvements - Phase 1	Parks								120,000													120,000
27	Recreation Building Roof	Parks		52,900																			52,900
30	Vine Hill School Daycare Improvements	Parks		30,900																			30,900
34	Parks ADA Improvements - Phase 2	Parks								107,200													107,200
35	Senior Center ADA Improvements - Phase 2	Parks		76,300																			76,300
39	City Facility ADA Improvements - Phase 1	General Facilities		74,850																			74,850
43	City Facility ADA Improvements - Phase 2	General Facilities		151,500																			151,500
44	Public Works Department Facility	General Facilities		-																		-	-
45	Santa Cruz Mountains (Hwy 17) Police Radio Site	Police														37,500							37,500
50	Police Radio Simulcast - SVPD Blue	Police														106,000							106,000
51	Storage Area Network Integration	Information Technology		120,800															30,200				151,000
52	Citywide Technology Updates	Information Technology		58,240															14,560				72,800
53	Citywide Phone Replacement	Information Technology		318,800															89,900				408,700
	Total - Priority A Projects			**1,384,290**	**1,275,000**	**-**	**-**	**-**	**-**	**227,200**	**-**	**-**	**-**	**-**	**500,000**	**143,500**	**-**	**-**	**761,160**	**-**	**-**	**-**	**4,291,150**
	Total Funds Available after Priority A Projects			**33,510**	**14,600**	**905**	**2,258,800**	**4,155,000**	**290,850**	**265,000**	**752,100**	**1,648,000**	**606,750**	**2,782,300**	**849,700**	**543,600**	**69,300**	**-**	**2,296,040**	**-**	**81,400**	**-**	
Priority B Projects																							-
6	Rebuild Aqua Guards	Wastewater																	250,000				250,000
7	Water Pump System Upgrade	Wastewater																	30,900				30,900
8	Electric Security Gate	Wastewater																	20,600				20,600
9	Clarifier Superstructure and Walkways	Wastewater																	255,800				255,800
10	Rotary Drum Thickener	Wastewater																	231,900				231,900
12	Aeration Basin System Upgrade	Wastewater																	130,800				130,800
14	Ultraviolet Disinfection System Evaluation	Wastewater																			42,000		42,000
17	Rehabilitation of Glenwood Drive	Transportation										975,000			600,000								1,575,000
18	Sidewalk Improvements on Kings Village Road	Transportation										271,000			35,000								306,000
19	Scotts Valley Drive Medians	Transportation					375,000																375,000
21	Active Transportation Plan	Transportation					100,000								100,000								200,000
22	Sidewalk Master Plan Projects	Transportation																				2,513,000	2,513,000
25	Storm Drain Master Plan Projects	Storm Drains																				184,300	184,300
28	Siltanen Family Swim Center Pool Resurfacing	Parks		15,000																			15,000
31	Play Structure Equipment - Hocus Pocus Park	Parks						463,800															463,800

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2018/19 to FY 2022/23

Fund Availability

			General Funds		Special Revenue Funds																Unidentified	
			01, 06	150	03	07	08	09	21	25	27	31	86	88	155	306	315	316	10, 12, 14	12	15		
No.	Description	Category	General Fund/ Equipment Replacement Fund	General CIP	Gas Tax	Drainage Construction DIF	Traffic Impact Mitigation DIF	Parks & Recreation Facilities DIF	General Facility DIF	Lennar Funds	Police Facility DIF	Transportation Grants	Library DIF	Measure S - Library Facilities Authority	Measure D - Sales Tax for Transportation	SLESF - COPS	Police Development Fees	Homeland Security Grant	Wastewater Capital	Wastewater Prop 1 Grant	Tertiary Treatment Plant	No Identified Funding Source	Totals
32	Brook Knoll and Vine Hill Daycare Modular Replacement	Parks						953,800															953,800
36	Play Structure Equipment - Skypark	Parks																				980,000	980,000
40	Small Dump Truck 5-Yard	General Facilities							40,000										40,000				80,000
41	Library Improvements - Sound Attenuation, Building Improvements, Parking Lot	General Facilities												190,000									190,000
42	Library Improvements - Other	General Facilities												2,549,000									2,549,000
54	Public Works Large Format Printer	Information Technology		5,000															5,000				10,000
	Total - Priority B Projects			**20,000**	**-**	**-**	**475,000**	**1,417,600**	**40,000**	**-**	**-**	**1,246,000**	**-**	**2,739,000**	**735,000**	**-**	**-**	**-**	**965,000**	**-**	**42,000**	**3,677,300**	**11,356,900**
	Total Funds Available after Priority B Projects			**13,510**	**14,600**	**905**	**1,783,800**	**2,737,400**	**250,850**	**265,000**	**752,100**	**402,000**	**606,750**	**43,300**	**114,700**	**543,600**	**69,300**	**-**	**1,331,040**	**-**	**39,400**	**(3,677,300)**	
Priority C Projects																							-
11	Glen Canyon Lift Station Generator	Wastewater																	59,700				59,700
13	Effluent Pump	Wastewater																	272,500				272,500
15	Stormwater LID	Wastewater																				231,900	231,900
23	Bicycle Transportation Plan Projects	Transportation																				2,858,000	2,858,000
29	Vern Hart Fishing Park Improvements	Parks		12,000																			12,000
33	Skypark Tennis Area Improvements	Parks						125,300		20,000													145,300
37	Glenwood Open Space Preserve East Trails	Parks																				525,000	525,000
38	Al Shugart Park Phases 1, 3 and 4 Construction	Parks																				2,500,000	2,500,000
46	Police Body Worn and In-Car Cameras	Police									189,200												189,200
47	Police Hand Gun Replacement	Police														15,500							15,500
48	Police Station Locker Room	Police									99,400												99,400
49	Police Department Armory	Police															66,300						66,300
	Total - Priority C Projects			**12,000**	**-**	**-**	**-**	**125,300**	**-**	**20,000**	**288,600**	**-**	**-**	**-**	**-**	**15,500**	**66,300**	**-**	**332,200**	**-**	**-**	**6,114,900**	**6,974,800**
	Total Funds Available after Priority C Projects			**1,510**	**14,600**	**905**	**1,783,800**	**2,612,100**	**250,850**	**245,000**	**463,500**	**402,000**	**606,750**	**43,300**	**114,700**	**528,100**	**3,000**	**-**	**998,840**	**-**	**39,400**	**(9,792,200)**	

Priority descriptions:

- **Priority A** – project is **essential/critical** to health and safety or legal/regulatory requirements
- **Priority B** – project is **important** to maintaining health and safety or maintaining quality of life, but not critical.
- **Priority C** – project is **deferrable** and would only be implemented to the extent that higher priority projects are first funded.

Footnote:

(1) - The transfer from the General CIP fund to the Measure D fund would be in the form of an advance and would be repaid by FY 2022/23 based upon projected Measure D revenue collections
(2) - The transfer from the Gas Tax fund to the General Fund represents reimbursement of Streets maintenance costs of $260,000 per year for five years
(3) - The transfer from the SLESF-COPS fund to the Homeland Security Grant fund resolves an overexpenditure in that fund from prior years that are eligible costs to have been charged against SLESF/COPS funds.

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 18, 2018

TO: Honorable Mayor and City Council

FROM: Steve Walpole, Chief of Police

APPROVED: Jenny D. Haruyama, City Manager

SUBJECT: **AUTHORIZATION FOR POLICE PERSONNEL OVERHIRE**

SUMMARY OF ISSUE

The Scotts Valley Police Department, as with other police agencies, continues to face challenges attracting and retaining police personnel. Unlike other employers, police departments have strict hiring practices governed by the State of California. An applicant is subject to a comprehensive and time-intensive testing process, including a pre-screening interview, oral board testing, background investigation and polygraph test, and medical and psychological assessments. Assuming the candidate passes the testing process, he/she must also successfully graduate from a 6 month police academy. Upon graduation, the new officer participates in the Department's Police Field Training Officer (FTO) program for five (5) additional months to learn how to be an effective law enforcement officer for the City of Scotts Valley. At any time during the testing or training process, an applicant can be disqualified. The hiring process of one police officer, from the point of application to the completion of training is approximately fifteen (15) months.

In addition to the protracted hiring process, the Department has been experiencing turnover due to terminations, resignations, and retirements. On several occasions, the Department was aware of this anticipated turnover, but did not have a tool in place to proactively ensure appropriate staffing levels. As a result, the Department runs short staffed for approximately fifteen (15) months, until a new hire can be adequately trained to work as a solo police officer. Additionally, this situation frequently occurs with the City's public safety dispatcher positions, creating overtime, staffing and service issues.

To mitigate future service and staffing issues for both police officers and public safety dispatchers, it is recommended that the Council authorize the City Manager to overhire for either position no more than 6 months in advance of an anticipated vacancy during any fiscal year. This policy action could be incorporated as part of the City Manager's budget authority in an amount not to exceed $50,000 per overhire, and reflected in the City's annual budget resolution.

FISCAL IMPACT

The fiscal impact of hiring an officer ahead no more than 6 months in advance of an anticipated vacancy is estimated to be $36,000. It is recommended the City Manager's budget authority not exceed $50,000 per overhire.

STAFF RECOMMENDATION

It is recommended the City Council authorize the City Manager overhire a police officer and/or public safety dispatcher no more than 6 months in advance of a known vacancy during any fiscal year. This authorization would give the City Manager budget authority not to exceed $50,000 per overtime hire.

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None.

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 18, 2018

TO: Honorable Mayor and City Council

FROM: Jenny D. Haruyama, City Manager

SUBJECT: **CONSIDERATION OF BUILDING OFFICIAL SHARED SERVICES MODEL**

SUMMARY OF ISSUE

The City of Scotts Valley currently contracts with CSG consulting for building services. Services include plan review, permit technician and building inspection, and administrative support. Building official services, however, are limited and provided on an on-call basis. Given the City's increase in development activity, the lack of a building official on-site has impacted service levels and the City's ability to effectively address building code issues.

The City has researched the cost of hiring a permanent part and/or full time building official via contract and/or direct hire. Staff found this to be cost-prohibitive given that current market estimates range between $225,000 - $275,000. Additionally, the City's building official salary is significantly below current market conditions; attracting quality candidates would be difficult. Cities in the region, such as Capitola, have faced similar recruitment challenges when trying to hire a building official, as the City's salary was also well below market.

In an effort to identify innovative solutions to address the City's building needs, Capitola and the City of Scotts Valley entered into discussions to explore a mutual interest in a shared-service model. Based on initial conversations, shared services with Capitola would require a contract with the following terms:

- Shared building official model, employed by Capitola but also serves as building official in Scotts Valley pursuant to a contract between the two cities.
- Building official would work approximately 50 percent for each jurisdiction.
- Term – three years.
- Termination - either party must provide three months' notice of termination during the first year of the contract; thereafter either party may terminate the agreement on July 1 of any given year with notice prior to December 31.
- Contract is terminated if building official is no longer employed by the City of Capitola.
- Capitola would provide a building official vehicle; those costs would be incorporated into the contract.

- Scotts Valley would reimburse Capitola for 50 percent of the direct employee cost (salary, actual benefits, current PERS normal cost), plus 40 percent overhead (Medicare, human resources, payroll, workman's compensation insurance, Public Employee Retirement System unfunded liability, etc.), plus a portion of vehicle cost; or $105,000, whichever is less.
- Each party would be solely responsible for any claims arising out of employee's work for each jurisdiction.
- Scotts Valley would participate in hiring process.
- Annual employee evaluation would be completed in coordination with both jurisdictions.

On April 12, 2018, the City of Capitola City Council unanimously supported the concept of building official shared services. The Capitola City Council directed the City Manager to pursue the terms outlined above and return with a contract with the City of Scotts Valley for shared services.

FISCAL IMPACT

Enhancing building official services through a contractual shared services model with Capitola would increase the City's existing general fund building subsidy by approximately $105,000. However, this increase does not take into consideration the current city-wide fee study underway or potential reductions in the City's existing contractual costs, which would depend on the qualifications of the new building official. If modest revenue and expenditure assumptions were made, the general fund subsidy could remain the same or be slightly lower.

	2017/18 (Budgeted)	**2017/18 (w/CBO)**	**2017/18 (CBO, Projected Fee & Contractual Adjustments)**
Revenues			
One-Time Significant	$345,000	$345,000	$379,500
Recurring	$240,000	$240,000	$264,000
Total	**$585,000**	**$585,000**	**$643,500***
Expenditures			
Personnel Costs (existing)	$250,500	$250,500	$250,500
Contractual services (CSG)	$495,000	$495,000	$445,000**
Contracted CBO with Capitola	-	$105,000	$105,000
Other services and supplies	$11,000	$11,000	$11,000
Total Expenditures	**$756,500**	**$861,500**	**$811,500**
Net surplus (subsidy)	**(171,500)**	**(276,500)**	**($168,500)**

*Assumes a 10% increase in revenues
**Assumes a 10% reduction in existing contractual services (plan review/inspections)

AGENDA ITEM 5
DATE: 4-18-2018

STAFF RECOMMENDATION

It is recommended that Council:

1. Provide feedback regarding the concept of entering into a building official shared service model with the City of Capitola and proposed contractual terms as outlined in the staff report.
2. Direct the City Manager to work with the City of Capitola to develop a shared services contract for Council consideration.

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