A G E N D A

Meeting of the
Scotts Valley City Council
REMOTE ACCESS ONLY
Date: April 21, 2021
Time: 6:00 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	Zoom Videoconference https://us02web.zoom.us/j/83083453962 *See information below for how to participate.*	The agenda was posted 04-16-21 at City Hall and on the Internet at www.scottsvalley.org.

PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION

Consistent with Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020, and the County of Santa Cruz Health Services Agency Shelter In Place Public Health Order dated March 31, 2020, this regular meeting of the City Council will be conducted through videoconference. Elected Officials and City Staff Members will be participating remotely via videoconference.

Public Participation:
The meeting will be available on Zoom and broadcast through Community Television of Santa Cruz on Channel 25 and via their website at the following link: https://communitytv.org/watch/ (be sure to click on Channel 25). For those wishing to participate via Zoom you can join the following ways:

- Join from a PC, Mac, iPad, iPhone or Android device:
  Please click this URL to join. https://us02web.zoom.us/j/83083453962
- Or iPhone one-tap:
  +16699009128,,88999122100# US (San Jose)
  +12532158782,,88999122100# US (Tacoma)
- Or join by phone:
  Dial(for higher quality, dial a number based on your current location):
  US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 830 8345 3962

You will be given opportunities to provide public comment at the appropriate times throughout the meeting via Zoom. If you are participating via dial-up only, use *9 to raise your hand at the requested time.

How to comment via Zoom:

1. At the appropriate times during the meeting for public comment, on items not on the agenda, and on specific agenda items, the Mayor will announce that public comment will be accepted. Our usual time limits of 3 minutes per individual, or 5 minutes for an individual who is representing a group of three or more, will apply. Please note that per our standard practice, this is not a question and answer time, but simply a time for you to provide your comments to the Council.
2. There is an option on Zoom to raise your hand. Please click on this option when the Mayor announces that public comment will be taken. Zoom places people in line automatically. If you are participating via dial-up, you can raise your hand at the appropriate time by pressing *9. When it is your turn, the City Clerk will unmute you, and you will be able to make your comments based on the above time frames. Once your time is up, you will once again be muted and the next person in line will be given their opportunity to speak.

How to comment via email:

1. Members of the public may provide public comment by sending comments to the City Clerk via email at cityhall@scottsvalley.org.
2. Additional materials and emails must be received by 5:30 pm the day of the meeting and will be distributed to agenda recipients prior to the meeting.
3. Emails received after 5:30 pm the day of the meeting will not be included in the record.

ELECTED OFFICIALS	CITY STAFF MEMBERS
Derek Timm, Mayor	Tina Friend, City Manager
Jim Reed, Vice Mayor	Kirsten Powell, City Attorney
Jack Dilles, Council Member	Steve Walpole, Chief of Police
Randy Johnson, Council Member	Taylor Bateman, Community Development Director
Donna Lind, Council Member	Scott Hamby, Interim Public Works Director
	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.

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: http://scottsvalley.org/AgendaCenter. Due to COVID-19, City Hall is closed to the public therefore, the agenda is only available for viewing online.

Televised Meetings:
City Council meetings are cablecast "Live" on Community Television of Santa Cruz County on Comcast Channel 25 and are also available livestream on the Community TV website at the following link: https://communitytv.org/watch/

Zoom Meetings/Webinars:
For those wishing to participate via Zoom you can join from a PC, Mac, iPad, iPhone or Android device by entering or clicking on the following URL:
https://us02web.zoom.us/j/83083453962

CALL TO ORDER 6:00 PM

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 3-17-2021, 3-31-2021, 4-7-2021

B. Approve check registers dated 4-16-21

C. Approve second reading and adoption of Ordinance No. 10T-22 amending Chapter 10.09.010 of the Scotts Valley Municipal Code to add Pinnacle Pass and Cavallaro Transit Center to the list of privately-owned off-street parking lots in which the vehicle code can be enforced

D. Approve the First Amendment to “Covenants, Restrictions and Option to Purchase” between City of Scotts Valley and Lennar Homes of California, the Developer for Acorn Commons

E. Approve a contract amendment with Group 4 in an amount not to exceed $69,060 for additional architectural and design services related to the renovation of the Scotts Valley Branch Library and authorize the City Manager to execute the contract amendment

F. Authorize a budget expenditure appropriation in the amount of $70,400 from RSTPX funding, approve agreement between the City of Scotts Valley and Silicon Valley Paving for the 2020-2021 Bluebonnet Improvement Project and authorize the City Manager to execute the agreement

G. Approve Resolution No. 1995 approving an application for funding and the execution of a grant agreement and any amendments thereto from the 2020 Community Development Block Grant Program—Coronavirus Response Round 2 and 3 (CDBG-CV2 and CV3) NOFA dated December 18, 2020

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. Update on City Recreation and consideration of recommendations for the restoration of recreation programs, staff, facilities and events
   (City Manager Friend)

2. Discussion: Five-Year Capital Improvement Project and Capital Purchase Plan for FY 2021-22 to FY 2025-26 (City Manager Friend / Financial Consultant Toler)

3. 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.)

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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M I N U T E S

Meeting of the
Scotts Valley City Council

Date: March 17, 2021
Time: 6:00 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	Zoom Videoconference	The agenda was posted 3-12-21 at City Hall, SV Senior Center, SV Library and on the Internet at www.scottsvalley.org.

CALL TO ORDER 6:00 PM

The City Council meeting was called to order at 6:05 pm.

MOMENT OF SILENCE

ROLL CALL

ELECTED OFFICIALS PRESENT:	CITY STAFF MEMBERS PRESENT:
Derek Timm, Mayor Jim Reed, Vice Mayor Jack Dilles, Council Member Donna Lind, Council Member Randy Johnson, Council Member	Tina Friend, City Manager Kirsten Powell, City Attorney Steve Walpole, Chief of Police Taylor Bateman, Community Development Director Daryl Jordan, Public Works Director/City Engineer Tracy Ferrara, City Clerk

SPECIAL SET MATTERS

(1) Mayor Timm presented a Mayor's Proclamation to Rayvon Williams proclaiming March as Red Cross Month.

(2) Maggie Ivy, CEO of Visit Santa Cruz County, gave a presentation on the state of the hospitality and tourism industry and responded to questions from Council.

COMMITTEE REPORTS

CM Dilles reported that the Integrated Waste Management Local Task Force met and discussed the new transfer station that is planned at the San Andreas Landfill. They also

heard that the County has a conceptual design for a $13 million organics processing facility at the San Andreas Landfill to comply with upcoming state legislation.

CM Dilles reported that the Joint Scotts Valley City/Scotts Valley Water District Committee met and discussed common issues, including updates on operations and rate studies. They also discussed the presentation from the Soquel Creek Water District (SCWD) at their previous meeting about the SCWD's proposed pure water project they are currently working on.

CM Dilles reported that the Seniors Advisory Council met and they received the following information: In Santa Cruz County the number of residents 60 or older has increased 58% since 2010 and 40% statewide; the average cost of nursing homes in California is over $100,000 per year; more than 60% of seniors in Santa Cruz County have been vaccinated; and, a County-wide meeting to discuss the Master Plan on Aging, which was adopted by the State of California, has been scheduled for May 19th from 9:00 am to Noon on Zoom and everyone is invited to participate.

CM Dilles reported that the Monterey Bay Air Resources District met and heard more about SB 1383, the Bill that is mandating organics recycling for all cities in California. He announced that there are still incentives of $1,500 to $2,000 available to change out woodburning stoves. They also discussed AB 2766, which is money for grants from the $4 motor vehicle emission reduction fee on annual vehicle registrations.

CM Lind reported that the Santa Cruz Metropolitan Transit District (SCMTD) Finance Committee met and they are continuing to work on the budget. She also reported that the SCMTD has purchased some electric busses with grant monies and bus drivers have been approved to receive the COVID-19 vaccine.

CM Lind reported that the Joint Scotts Valley City/Scotts Valley Water District Committee met and heard what a great job our Wastewater Division Manager, Kati King, and Public Works Director, Daryl Jordan, have been doing in communicating and working with the Scotts Valley Water District.

CM Lind reported that the Criminal Justice Council Regional Policy Review Committee met and they are working on consistency throughout the agencies.

CM Lind reported that the Santa Cruz Metropolitan Transit District and the City are working with Cruz Coffee to fill the vacant space at the Cavallaro Transit Center in Scotts Valley.

Mayor Timm reported that AMBAG met and adopted their overall workplan budget and they are working on the 2045 Draft Transportation Plan.

Mayor Timm reported that the COVID-19 Local Business Recovery Subcommittee met helped distribute information that has been coming from the state and federal government for small business funds, grants and loans.

CITY MANAGER REPORT

COVID-19 Update: The County moved to the Red Tier last week and it's looking like we will be in the Orange in the next few weeks. Our metrics meet the Orange tier criteria but the Economic Blueprint rules require a county to be in a tier for three weeks before it can move to a less restrictive tier. Thank you to all of our community members who continue to stay vigilant with social distancing, masking and following COVID protocols.

Recreation Update: With the move to the Red Tier and the release of adult and youth league guidance, the City had to quickly adapt and respond to increasing community demands to access City parks. For an update on the current operating parameters:

- **Skypark Fields**: With the use of Skypark as the CZU Complex Wildfire CalFire Basecamp in 2020, the park fields endured substantial damage that needs to be repaired before the fields can be used safely for recreation. The City is in the process of contracting for repairs, but it will be at least summer before the fields are available for recreational use. Please remain off the Skypark fields until the work has been completed. We have signed the fields as off limits and are adding snow fencing to keep you safe.
- **Gatherings in City of Scotts Valley Parks**: At this time, per State mandate, outdoor gatherings are limited to three households. The skatepark, playgrounds and public restrooms continue to be open. We encourage all park users to strictly practice COVID-prevention protocols.
- **Youth and Recreational Adult Sports**: The City has worked out a solution for all of our Spring 2021 leagues to share in the use of Siltanen Park until Skypark comes back online. Thank you for the wonderful flexibility and support from our League partners!
- **City Facility Rentals**: As of 3/17/21, the City will now start accepting rentals for public facilities in our parks. Please note that rentals can be for no more than three households to comply with COVID-19 regulations. We will continue to assess the regulations and will post any changes in what is allowed under public health guidance.

This information appears on our Parks and Recreation webpage and we are pushing out messages on social media. We will continue to assess and update our procedures as we move deeper into the recovery.

Scotts Valley Chamber of Commerce Community Award: The City was pleased to receive the 2020 Claire Hodgin Beautification Award for the Glenwood Preserve. Mayor Timm and Recreation Division Manager Kirstin Ard attended the virtual Community Awards Gala on March 13th to accept the award on behalf of the City.

Scotts Valley Library Virtual Community Open House: The City hosted a virtual Open House to showcase the City's upcoming $3.75 million renovation. The meeting was well-attended. The library's renovation is expected to commence in July/August and take 3-4 months.

PUBLIC COMMENT TIME

Wendy Brannan, Scotts Valley resident, expressed concerns regarding a recent power outage at 12:30 in the afternoon, due to a traffic accident, and the lack of notification from PG&E that the power was being shut down. She also expressed concerns about Lockewood Lane being used as an evacuation route due to traffic problems on Graham Hill Road or Mt. Hermon Road, the flooding problems on Lockewood Lane, and the future traffic impacts due to the proposed development of the Valley Gardens. She stated that Whispering Pines Drive is also an evacuation route and recommended that it be included in any future development review, including the potential development of the Valley Gardens.

ALTERATIONS TO CONSENT AGENDA

Wendy Brannan, Scotts Valley resident, requested that Item C be moved to the regular agenda for discussion.

M/S: Lind/Dilles
To approve the Consent Agenda as amended moving Item C to the regular agenda for discussion.
Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

CONSENT AGENDA

A. Approve regular and special City Council meeting minutes of 2-17-21 and 3-3-2021

B. Approve check registers dated 3-5-21, 3-11-21

ALTERATIONS TO REGULAR AGENDA

M/S: Lind/Reed
To approve the Regular Agenda as amended moving Item C from the consent agenda to the regular agenda for discussion.
Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

REGULAR AGENDA

C. **Approve Agreement for Professional Services with Kimley-Horn and Associates, Inc. for planning related services for the Valley Gardens Mixed-Use Commercial and Residential Project and authorize the City Manager to execute the agreement**

CDD Bateman presented the written staff report and responded to questions from Council.

Wendy Brannan, Scotts Valley resident, expressed concerns regarding the scope of work. She recommended including Whispering Pines Drive as it is one of the designated emergency evacuation routes.

M/S: Lind/Johnson
To approve the Agreement for Professional Services with Kimley-Horn and Associates, Inc. for planning related services for the Valley Gardens Mixed-Use Commercial and Residential Project and authorize the City Manager to execute the agreement.
Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

1. **Consider acceptance of the City of Scotts Valley Active Transportation Plan**

CM Friend presented the written staff report and responded to questions from Council.

Amelia Conlen, Ecology Action, gave a PowerPoint presentation and responded to questions from Council.

The below list of residents on Bluebonnet Lane spoke in support of the ATP and recommended the following for Bluebonnet Lane due to traffic and safety concerns: center line of Bluebonnet Lane not be widened; do not place raised reflectors on Bluebonnet Lane due to increased car and road noise; prioritize National Association of City Transportation Officials (NACTO) standards for 10' traffic lanes on Bluebonnet Lane; provide separation of bike lanes; a stop sign on Bean Creek Road and Bluebonnet Lane; a crosswalk on Bean Creek Road; and consideration of a traffic circle at Bluebonnet Lane and Bean Creek Road:

Ilo Nilsson
David Jones
Erik Nilsson
Elizabeth Johansen
Griffon Walker
Karin Meyer
Cheryl Hackworth
Kathryn Grifo

Wendy Brannan, Scotts Valley resident, stated that she feels the City Council needs to address flooding and ADA regulations on Lockewood Lane prior to any ATP recommendations being implemented.

Debbie Benham, member of the ATP Committee, spoke in support of the City Council accepting the ATP.

M/S: Lind/Dilles
To approve Resolution No. 1994 accepting the City of Scotts Valley Active Transportation Plan (SVATP).
Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

2. **Study Session: Implementation of Senate Bill 1383 "Reducing Short Lived Climate Pollutants in California" (Organics Recycling and Waste Management Mandates)**

CM Friend and CA Powell provided a PowerPoint presentation on Senate Bill 1383 and its impacts on the City and responded to questions from Council. This item was presented for information only and no action was taken.

Hoiyin Ip, Sierra Club, spoke in support of organics recycling.

3. **Future Council agenda items**

None.

CANCELLED ~~CLOSED SESSION:~~ ~~The City Council was scheduled to meet in closed session on the following item:~~

~~(1) Conference with legal counsel regarding liability claim.~~
~~Legal Authority: Government Code Section 54961~~
~~Name of Case: Majid Yamin~~
~~Staff Present: City Manager, City Attorney~~

ADJOURNMENT

The meeting adjourned at 9:10 pm.

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

M I N U T E S

Special Closed Session Meeting of the
Scotts Valley City Council

Date: March 31, 2021
Time: 5:45 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	Zoom Videoconference	The agenda was posted 3-29-21 at City Hall and on the Internet at www.scottsvalley.org.

ROLL CALL	
ELECTED OFFICIALS PRESENT: Derek Timm, Mayor Jim Reed, Vice Mayor Jack Dilles, Council Member Randy Johnson, Council Member Donna Lind, Council Member	**CITY STAFF MEMBERS PRESENT**: Tina Friend, City Manager Kirsten Powell, City Attorney Taylor Bateman, Community Development Director Sally Nguyen, Labor Negotiator Lynn Cavalcanti, Worker's Comp Claims Supervisor Worker's Comp Defense Counsel

CALL TO ORDER 5:45 PM

The City Council meeting was called to order at 5:47 pm on 3-31-2021.

CONVENE TO CLOSED SESSION

CLOSED SESSION SUBJECT(S)

The City Council convened to closed session at 5:48 pm to discuss the following items:

(1) Pursuant to Government Code Section 54961, the City Council met in closed with their legal counsel regarding a liability claim: Majid Yamin.
(2) Pursuant to Government Code Section 54957.6, the City Council met in closed with their labor negotiation regarding employee negotiations with SEIU, Scotts Valley Police Bargaining Unit and the Scotts Valley Police Supervisors Association.

RECONVENE TO OPEN SESSION

MINUTES

Meeting of the
Scotts Valley City Council

Date: April 7, 2021
Time: 6:00 pm

CONTACT INFORMATION	MEETING LOCATION	POSTING
City of Scotts Valley 1 Civic Center Drive Scotts Valley, CA 95066 (831) 440-5600	Zoom Videoconference	The agenda was posted 4-2-21 at City Hall and on the Internet at www.scottsvalley.org.

CALL TO ORDER 6:00 PM

The City Council meeting was called to order at 6:02 pm.

MOMENT OF SILENCE

ROLL CALL

ELECTED OFFICIALS PRESENT:	CITY STAFF MEMBERS PRESENT:
Derek Timm, Mayor Jim Reed, Vice Mayor Jack Dilles, Council Member Donna Lind, Council Member Randy Johnson, Council Member	Tina Friend, City Manager Kirsten Powell, City Attorney Steve Walpole, Chief of Police Taylor Bateman, Community Development Director Daryl Jordan, Public Works Director/City Engineer Steve Toler, Financial Consultant Tracy Ferrara, City Clerk

COMMITTEE REPORTS

CM Lind reported that the Santa Cruz Metropolitan Transit District (SCMTD) Board met and continues to work on budget. She also announced that the SCMTD was on the cover of a transportation magazine recognizing them for their work toward a zero emission future.

CM Lind reported that she has been working with the Scotts Valley Chamber of Commerce on the Scotts Valley Art, Wine and Beer Festival scheduled for August 21 and 22, 2021.

CM Dilles reported that the Santa Margarita Groundwater Agency Board met and they are continuing to work on the groundwater sustainability plan that must be completed this year to meet state guidelines.

CM Dilles reported that as a member of the Seniors Council he accompanied a driver delivering Meals on Wheels for seniors in Scotts Valley.

CM Dilles reported that as a member of the Affordable Housing Subcommittee he attended the first in a series of webinars from the Institute for Local Government on exploring new housing laws and ordinances. He reported that Accessor Dwelling Unit's (ADU's) can be considered in our Regional Housing Needs Assessment requirements.

CM Johnson reported that the Santa Cruz County Regional Transportation Commission (SCCRTC) met and discussed whether or not to accept the business plan and move forward with next steps for passenger rail, including an EIR and funding. He stated that the RTC did not move forward with this plan due to a 6/6 vote.

Mayor Timm reported that the Town Center Opportunity Subcommittee met with Bob Gibbs, our retail market consultant, and reviewed some of his feedback on past developer proposals and received some great insights on future planning.

CITY MANAGER REPORT

CM Friend recognized and thanked Daryl Jordan, our outgoing Public Works Director/City Engineer, for his work over the past three years, especially in light of limited resources, budget, pandemic and CZU fire impacts.

PUBLIC COMMENT TIME

Ilo Nilsson, Bluebonnet Lane resident, congratulated and thanked PWD Jordan.

ALTERATIONS TO CONSENT AGENDA

M/S: Dilles/Lind
To approve the Consent Agenda.
Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

CONSENT AGENDA

A. Approve check registers dated 3-19-21, 3-26-21, 4-2-21

B. Approve request for 145 Pippin Way, APN 056-101-11, to connect to the City's sanitary sewer system

C. Authorize a budget expenditure appropriation in the amount of $72,401 plus a 20% contingency of $14,480.20 for a total of $86,881.20 with $25,000 from previously budgeted funds and the balance of $61,881.00 from the same general CIP Fund and authorize the City Manager to execute an agreement with Bigler Construction Inc. for the Skypark Recreation Building Window Project

D. Approve Resolution No. 1946.3, incorporating a list of projects to be funded by SB-1: The Road Repair and Accountability Act for Fiscal Year 2021/22

E. Authorize the temporary, one-time display of banners honoring the Scotts Valley High School Class of 2021 graduates on City light poles on Scotts Valley Drive on the basis of emergency COVID-19 pandemic conditions, and authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with the Scotts Valley High Parent Club

ALTERATIONS TO REGULAR AGENDA

M/S: Lind/Dilles
To approve the Regular Agenda.
Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

REGULAR AGENDA

1. **Discussion of City of Scotts Valley application for Community Development Block Grant-Coronavirus (CDBG-CV) funds** (City Manager Friend)

CM Friend presented the written staff report, gave a PowerPoint presentation and responded to questions from Council.

Lorie Ann Adams, Adams Ashby Group, the City's consultant, responded to questions from Council.

Lisa Berkowitz, Community Bridges Director for Meals on Wheels, requested funding support from the CDBG-CV funds due to the growing number of low-income seniors.

Raymon Cancino, CEO of Community Bridges El Pajaro Development Corp, requested funding support from the CDBG-CV funds and encouraged the City Council to add more opportunities to their funding plan.

Danny Reber, Scotts Valley Chamber of Commerce, spoke in support of the CDBG-CV proposal to help local business in Scotts Valley.

Tim Brattan, Grey Bears, requested funding support from the CDBG-CV funds.

Jennifer Welling, Second Harvest Food Bank, requested funding support from the CDBG-CV funds and stated that the number of deliveries in Scotts Valley has increased by 25%.

Bob Langseth, Boys & Girls Club, spoke in support of the CDBG-CV funding proposal and stated that it will allow them to double the number of children currently enrolled in their program.

Deutron Kebebew, Program Director for Community Bridges Mountain Community Resource Center, requested funding support from the CDBG-CV funds.

Jessica Guiver, Program Manager for Community Bridges Mountain Community Resource Center, requested funding support from the CDBG-CV funds.

M/S: Reed/Johnson
To approve the CDBG-CV proposed budget summary and program description presented by City staff as follows for the CDBG-CV application:

Activity	*Program Provider (Subrecipient)*	*Program Total*
Economic Development Business Assistance Grants	Grants up to $10,000 for eligible local businesses	$250,000
Public Services – Child Care	Boys and Girls Club of Santa Cruz County (Scotts Valley Joe and Linda Aliberti Clubhouse)	$93,177
Administration	13%	$51,279
	TOTAL	$394,456

Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

2. **Discussion and policy direction on proposed Fiscal Year 2021/22 – Fiscal Year 2025/26 Wastewater Rates**

CM Friend and Financial Consultant Toler presented the written staff report and responded to questions from Council.

Doug Dove and Abigail Seaman from Bartle Wells, the City's consultant, gave a PowerPoint presentation on the wastewater rate study and responded to questions from Council.

M/S: Lind/Dilles
To authorize City staff to move forward with Scenario 3 of the rate model as it will have a lower impact on ratepayers and will allow the City to leverage its otherwise debt-free wastewater operations to obtain low-interest financing to mitigate the impacts on ratepayers over the course of the next five years.
Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

3. **Discussion and policy direction on Fiscal Year 2021/22 Master Fees and Charges Schedule**

CM Friend and Financial Consultant Toler presented the written staff report and responded to questions from Council.

By consensus, the City Council directed staff to bring the fee schedule as proposed for public hearing on May 5, 2021.

4. **Consider first reading and introduction of Ordinance No. 10T-22, amending Chapter 10.09.010 of the Scotts Valley Municipal Code to add Pinnacle Pass and Cavallaro Transit Center to the list of privately-owned off-street parking lots for vehicle code enforcement**

Police Chief Walpole presented the written staff report and responded to questions from Council.

Ilo Nilsson, Bluebonnet Lane resident, spoke in support of the ordinance and thanked Council and City staff.

M/S: Lind/Johnson
To approve first reading and introduction of Ordinance No. 10T-22, amending Chapter 10.09.010 of the Scotts Valley Municipal Code to add Pinnacle Pass and Cavallaro Transit Center to the list of privately-owned off-street parking lots for vehicle code enforcement and waive the reading thereof.
Carried 5/0 (AYES: Dilles, Johnson, Lind, Reed, Timm)

5. **Future Council agenda items**

None.

CANCELLED - CLOSED SESSION: CM Friend announced that the closed session meeting regarding the following item is not needed:

~~(1) Conference with labor negotiator regarding employee negotiations with SEIU, Scotts Valley Police Bargaining Unit and Scotts Valley Police Supervisors Association.~~
~~Legal Authority: Government Code Section 54957.6~~
~~Name of Case: N/A~~
~~Staff Present: City Manager, City Attorney, Community Development Director, Labor Negotiator~~

ADJOURNMENT

The meeting adjourned at 9:15 pm.

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

The City Council reconvened to open session at 7:25 pm.

REPORT ON ACTION TAKE DURING CLOSED SESSION

Mayor Timm announced that there was nothing to report.

ADJOURNMENT

The meeting adjourned at 7:25 pm.

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

SCOTTS VALLEY ACCOUNTS PAYABLE CITY OF SCOTTS VALLEY
04/16/2021 11:51:55 Check Register GL050S-V08.15 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 041621 COMMENT... 04/16/2021 A/P

DATA-JE-ID	DATA COMMENT
W-04162021-133	04/16/2021 A/P

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				
000182	A SIGN ASAP	121275	04/16/21	246.94
001840	A TOOL SHED, INC.	121276	04/16/21	3,534.00
003919	ACCO ENGINEERED SYSTEMS	121277	04/16/21	5,316.81
003534	ADOBE ANIMAL HOSPITAL SO	121278	04/16/21	325.39
.15782	ADRIANA CRUZ	121279	04/16/21	125.00
003953	ALFA LAVAL INC.	121280	04/16/21	3,444.77
003497	ALVAREZ INDUSTRIES, INC	121281	04/16/21	196.00
001670	AT &T	121282	04/16/21	3,561.26
000097	AT&T	121283	04/16/21	547.00
001071	BAYSIDE OIL II INC	121284	04/16/21	45.08
001822	BC LABORATORIES INC.	121285	04/16/21	318.00
001391	BIXBY DDS/LINDY	121286	04/16/21	135.00
001260	BLENDERMAN/ROD	121287	04/16/21	348.00
003170	BOGARD CONSTRUCTION INC	121288	04/16/21	610.00
003992	BOOTH MACHINERY, LLC	121289	04/16/21	1,387.65
000437	BRASS KEY LOCKSMITH	121290	04/16/21	488.73
001633	CAL-WEST LIGHTING & SIGN	121291	04/16/21	1,072.00
003521	CARD SERVICE CENTER	121292	04/16/21	2,511.49
003521	CARD SERVICE CENTER	121293	04/16/21	4,189.11
003787	CARMEL AREA WASTEWATER D	121294	04/16/21	7,419.75
003280	CAROLLO	121295	04/16/21	30,608.61
001812	CENTRAL COAST SYSTEMS	121296	04/16/21	295.00
003887	CHEUNG/ATHENA	121297	04/16/21	50.00
002091	COMCAST	121298	04/16/21	373.16
002091	COMCAST	121299	04/16/21	167.60
002091	COMCAST	121300	04/16/21	320.70
003596	COPWARE,INC	121301	04/16/21	85.00
003564	CREATIVE SECURITY COMPAN	121302	04/16/21	813.56
000037	CRYSTAL SPRINGS WATER CO	121303	04/16/21	41.15
001896	D & G SANITATION	121304	04/16/21	232.60
000389	DASSEL'S PETROLEUM INC	121305	04/16/21	4,269.98
003248	EARTHWORKS	121306	04/16/21	9,900.00
001597	ENVIRONMENTAL INNOVATION	121307	04/16/21	6,050.00
003253	FIRST ALARM	121308	04/16/21	405.00
003654	GENERAL LOGISTICS SYSTEM	121309	04/16/21	5.87
001881	GRAINGER	121310	04/16/21	965.56
003706	GRANADOS/JUSTIN	121311	04/16/21	50.00
001817	GROUP 4	121312	04/16/21	23,076.00
003944	HEBARD/TYLER	121313	04/16/21	756.40
000801	HINDERLITER, DE LLAMAS &	121314	04/16/21	300.00
000275	IFLAND ENGINEERS INC	121315	04/16/21	9,637.50
003266	INTERGRITY AUTOMOTIVE	121316	04/16/21	1,846.82
001903	JONES/KIMARIE	121317	04/16/21	835.90
003993	JORDAN/ZACHARY	121318	04/16/21	40.00
003987	KEITH HIGGINS	121319	04/16/21	1,100.00
001660	KING/KATI	121320	04/16/21	50.00
003761	LEDGER/CHASE	121321	04/16/21	50.00
000284	LOGAN & POWELL, LLP	121322	04/16/21	20,740.00

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
003913	LONG/AMANDA	121323	04/16/21	111.50	
003565	MANAGEMENT PARTNERS	121324	04/16/21	14,741.25	
001815	MC GRATH/TRISH	121325	04/16/21	50.00	
000195	MESITI-MILLER ENGINEERIN	121326	04/16/21	6,644.50	
003171	MICHALAK/GENE	121327	04/16/21	125.00	
000218	MID VALLEY SUPPLY	121328	04/16/21	53.28	
000083	MISSION UNIFORM SERVICE	121329	04/16/21	1,338.32	
001418	MONTEREY REGIONAL	121330	04/16/21	5,369.81	
000939	NATIONAL COMTEL NETWORK	121331	04/16/21	15.74	
003945	OESTERLE/JESSICA	121332	04/16/21	421.37	
001615	OLIN CORP-CHLOR ALKALI	121333	04/16/21	2,278.06	
000089	OLIVE SPRINGS QUARRY INC	121334	04/16/21	299.99	
003766	ORMONDE/ROBERT	121335	04/16/21	50.00	
000101	PACIFIC GAS & ELECTRIC C	121336	04/16/21	34,625.14	
000101	PACIFIC GAS & ELECTRIC C	121337	04/16/21	92.66	
000101	PACIFIC GAS & ELECTRIC C	121338	04/16/21	228.10	
003977	PECKHAM & MCKENNEY	121339	04/16/21	8,333.33	
000723	PIED PIPER INC./THE	121340	04/16/21	142.00	
001544	SANTA CRUZ COUNTY CONFER	121341	04/16/21	23,508.45	
001544	SANTA CRUZ COUNTY CONFER	121342	04/16/21	20,758.63	
000126	SANTA CRUZ FIRE EQUIPMEN	121343	04/16/21	555.54	
000127	SANTA CRUZ SENTINEL	121344	04/16/21	2,794.71	
000319	SCOTTS VALLEY CAR WASH	121345	04/16/21	114.90	
001586	SCOTTS VALLEY CLEANERS	121346	04/16/21	270.00	
003745	SCOTTS VALLEY HOTEL LP	121347	04/16/21	26,495.20	
003085	SHRED-IT USA	121348	04/16/21	129.48	
002065	SOTO/ART	121349	04/16/21	50.00	
001361	STEVENS DDS/JOHN A	121350	04/16/21	152.00	
000143	SUMMIT UNIFORMS	121351	04/16/21	2,003.65	
001085	SYCAL ENGINEERING INC	121352	04/16/21	2,565.00	
001589	TELECOMMUNICATIONS	121353	04/16/21	6,666.24	
.15781	THE FURNACE ROOM, INC.	121354	04/16/21	81.52	
003973	THOMAS/TYLER	121355	04/16/21	2,746.32	
000153	THOMSON REUTERS-WEST	121356	04/16/21	323.57	
001366	U.S. BANCORP OFFICE	121357	04/16/21	1,300.62	
001106	VERIZON WIRELESS	121358	04/16/21	1,042.52	
003924	VIRTUAL PROJECT MANAGER	121359	04/16/21	1,000.00	
003145	WAGE WORKS	121360	04/16/21	125.00	
003934	ZOLL MEDICAL CORPORATION	121361	04/16/21	873.61	
	GENERAL CHECKING ACCOUNT			317,365.40	***

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				317,365.40

RECORDS PRINTED - 000196

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
001	GENERAL	185,527.69
002	RECYCLING/ENVIRONMENTAL	1,650.00
004	RECREATION	873.97
010	WASTEWATER OPERATIONS	53,702.77
011	TERTIARY TREATMENT PLANT	1,704.40
012	WASTEWATER CAPITAL RESERVE	30,608.61
025	GENERAL TRUST	717.00
028	SENIOR CENTER	2,469.10
050	PINEWOOD EST LNDSCP MAINT DT	9.53
077	SKYPARK MAINT ASSESS DIST	31.66
088	LIBRARY FACILITIES-MEAS "S"	23,686.00
112	DENTAL INS INTERNAL SERV	3,055.17
123	COMMUNITY FACILITY CENTER	2,211.49
155	TRANSPORTATION FUNDS-MEAS D	9,900.00
312	POLICE - BUDGET ACT OF 2016	1,218.01
TOTAL ALL FUNDS		317,365.40

BANK RECAP:

BANK	NAME	DISBURSEMENTS
BA	GENERAL CHECKING ACCOUNT	317,365.40
TOTAL ALL BANKS		317,365.40

AGENDA ITEM C
DATE: 4-21-2021

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 21, 2021

TO: Honorable Mayor and City Council

FROM: Steve Walpole, Chief of Police

APPROVED: Tina Friend, City Manager

SUBJECT: **SECOND READING AND ADOPTION OF ORDINANCE NO. 10T-22 AMENDING CHAPTER 10.09.010 OF THE SCOTTS VALLEY MUNICIPAL CODE TO ADD PINNACLE PASS AND CAVALLARO TRANSIT CENTER TO THE LIST OF PRIVATELY-OWNED OFF-STREET PARKING LOTS IN WHICH THE VEHICLE CODE CAN BE ENFORCED**

SUMMARY OF ISSUE

During the past several years, the Scotts Valley Police Department has received numerous complaints of vehicles traveling at unsafe speeds in the Cavallaro Transit Center which is located at 246 Kings Village Road. The City of Scotts Valley Municipal Code Chapter 10.09 allows for the enforcement of speed violations in specific private parking lots, which are listed in Chapter 10.09.010. That Code was last modified in 1995 and the Cavallaro Transit Center is not listed because the parking lot was built after the code was last modified.

During the research of the Municipal Code, it was also discovered that the shopping center parking lot commonly referred to as “Pinnacle Pass” located at 75 Mount Hermon Road, was also not listed. Staff reached out to the property owner and they requested their parking lot be added to the listed properties so speed laws could be enforced on their property as well.

Staff has modified the original list of properties listed in Chapter 10.09.010 to include the Cavallaro Transit Center and Pinnacle Pass. Staff also added the mailing address to each property to avoid potential confusion in the future in the event any of the listed private parking lots change names.

At their meeting of April 7, 2021, the City Council received public testimony and approved the first reading and introduction of Ordinance No. 10T-22.

FISCAL IMPACT

There is no fiscal impact associated with the adoption of this ordinance.

STAFF RECOMMENDATION

It is recommended that City Council approve the second reading and introduction of Ordinance No. 10T-22, amending Chapter 10.09.010 of the Scotts Valley Municipal Code to add Pinnacle Pass and Cavallaro Transit Center to the list of privately-owned off-street parking lots in which the vehicle code can be enforced, and waive the reading thereof.

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Ordinance No. 10T-22 3

ORDINANCE NO. 10T-22

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY AMENDING SECTION 10.09.010 OF CHAPTER 10.09 TO TITLE 10 OF THE SCOTTS VALLEY MUNICIPAL CODE ENFORCING CERTAIN VEHICLE CODE VIOLATIONS ON PUBLIC AND PRIVATELY OWNED OFF-STREET PARKING LOTS

THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section 10.09.010 of Chapter 10.09 to Title 10 of the Scotts Valley Municipal Code is amended to read as follows:

"10.09.010 Findings. It is hereby found and declared that there are public off-street parking facilities and privately held off-street parking facilities within the City of Scotts Valley ("City") that are held open for use of the public for purposes of vehicular parking. The privately held facilities are commonly referred to as:

A. Kings Village Shopping Center – 230 Mt Hermon Rd
B. Scotts Village Shopping Center – 245 Mt Hermon Rd
C. Graham Plaza Shopping Center – 219 Mt Hermon Rd
D. Scotts Valley Square Shopping Center – 266 Mt Hermon Rd
E. Scotts Valley Junction Shopping Center – 20 Victor Square
F. Cavallaro Transit Center – 246 Kings Village Rd
G. Pinnacle Pass – 75 Mount Hermon Road"

SECTION 2 SEVERABILITY. If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision of such Ordinance and shall not affect the validity of the remaining portions thereof.

SECTION 3. REPEALS CONFLICTING ORDNANCES. All other ordinances of the City of Scotts Valley or provisions of the Scotts Valley Municipal Code which are in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 4. CEOA COMPLIANCE. The City Council finds pursuant to Title 14 of the California Code of Regulations, Section 15061(b)(3), that this ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) in that it is not a Project which has the potential for causing a significant effect on the environment.

SECTION 5. EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days after the date of its adoption. Prior to the expiration of fifteen (15) days from the date of adoption, this ordinance shall be published by one insertion in the Scotts Valley Banner, a newspaper of general circulation in the City.

THE ABOVE AND FOREGOING ORDINANCE was introduced for a first reading on the 7th day of April 2021, and passed and adopted on the 21st day of April 2021, at a duly held meeting of the City Council of the City of Scotts Valley by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

_____
Derek Timm, Mayor

ATTEST:

_____
Tracy A. Ferrara, City Clerk

APPROVED AS TO FORM:

_____
Kirsten Powell, City Attorney

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 21, 2021

TO: Honorable Mayor and City Council

FROM: Taylor Bateman, Community Development Director

APPROVED: Tina Friend, City Manager

SUBJECT: **APPROVE FIRST AMENDMENT TO COVENANTS, RESTRICTIONS AND OPTION TO PURCHASE FOR ACORN COMMONS**

SUMMARY OF ISSUE

In March 2019, the City executed an Agreement with the Developer of Acorn Commons for affordability restrictions on the six “Below Market Rate” (BMR) units required to be developed on the property. The Developer is planning to begin marketing the BMR units and starting construction of the units. Upon a review of the escrow documents, City staff became aware of a mistake in the original affordability restrictions regarding the term of the restrictions. Specifically, the 2019 “Covenants, Restrictions and Option to Purchase” refer to a 55 year term for the affordability restrictions. California State law provides that for-sale units may be restricted for a period of no more than 45 years. The 55 year term is appropriate for rental units, but not for ownership units such as Acorn Commons.

Therefore, in order for the affordability restrictions to reflect current State law, it is recommended that the City Council approve an amendment as attached to change the affordability term to 45 years.

FISCAL IMPACT

There is no fiscal impact as there is no cost to the City.

STAFF RECOMMENDATION

It is recommended that the City Council approve the First Amendment to “Covenants, Restrictions and Option to Purchase” between City of Scotts Valley and Lennar Homes of California, the Developer for Acorn Commons.

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First Amendment to Covenants, Restrictions and Option to Purchase (Acorn Commons).....2

RECORDED AT THE REQUEST OF:

City of Scotts Valley

WHEN RECORDED MAIL TO:

City of Scotts Valley - Planning Dept.

One Civic Center Drive

Scotts Valley, CA 95066

(Space above this line for recorder's use only)

Exempt from Recording Fees per GC 27383
City of Scotts Valley

First Amendment to Covenants, Restrictions and Option to Purchase

Between City of Scotts Valley and
Lennar Homes of California
(the "Developer")

Tentative Map _____

This page added to provide adequate space for recording information (Cal. Gov. Code §27361.6)

4791BC

Recording Requested By:

City of Scotts Valley

When Recorded Return To:
City of Scotts Valley
One Civic Center Drive
Scotts Valley, CA 95066
Attention: Community Development Director

NOTE: RESTRICTED OPTION AND SALES PRICE

TO BE RECORDED WITHOUT FEE PER GOVERNMENT CODE §§6103 AND 27383

FIRST AMENDMENT TO COVENANTS, RESTRICTIONS AND OPTION TO PURCHASE

Owner: Lennar Homes of California
Residence: Acorn Commons
Units: 6 Units Total
Tentative Map _____

This First Amendment to Covenants, Restrictions and Option to Purchase ("First Amendment") is entered into as of this 21st day of April, 2021 by and between the City of Scotts Valley, a public body corporate and politic (the "City"), and Lennar Homes of California, a California Corporation (the "Developer").

R E C I T A L S

A. The City and the Developer are parties to those certain Covenants, Restrictions and Option to Purchase dated March 20, 2019 and recorded March 25, 2019, as Instrument No. 2019-0007389 in the Official Records of Santa Cruz County (the "Covenants").

B. Each of the Terms used in this First Amendment and not otherwise defined in this First Amendment shall have the meaning given to it in the Covenants.

C. The Covenants provide for a 55 year term of restriction; however, California state law provides that for-sale units may be restricted for a period of no more than 45 years.

D. The City and Developer desire to amend the Covenants for the sole purpose of correcting the term of restriction to be consistent with state law.

NOW, THEREFORE, for valuable consideration, the receipt and adequacy of which is hereby acknowledged, the Developer and the City hereby agree as follows:

1. **Section 11 of the Covenants is hereby amended to read as follows:**
"These Covenants shall bind, and the benefit shall inure to, the Owner, his or her heirs, legal representatives, executors, successors in interest and assigns, and to the City and its successors, until the earlier of (a) forty-five (45) years after execution of these Covenants ("Term of Restrictions") or (b) the date the Contribution is paid to the Owner by the City. Upon sale/transfer of the any dwelling unit which is covered by an affordability covenant, the developer will transfer its full responsibility of the affordable housing obligation to the new property owner. Upon each new approved Transferee (owner of the obligated affordable housing unit), the transferee shall become the new owner of the affordability covenant for the term of the covenant from the original date of covenant recordation and obligation."

Attachment B, Form 3, Assumption Agreement, Section A ("Facts") is hereby amended to read as follows:
The Residence is subject to 45-year restriction entitled "Covenants, Restrictions and Option to Purchase" executed on (Month and Day), (Year), and recorded in Book No. _, Page_ in the official records of the County of Santa Cruz, State of California, which restricts the purchase price that can be charged for the Residence and the persons to whom the Residence can be sold (the "Covenants"). The Covenants also give the City an option to purchase the Residence.

2. **Miscellaneous**. Except as expressly amended in this First Amendment, the Covenants shall remain in full force and effect and are hereby ratified and reaffirmed. This First Amendment may be signed in counterparts with the same effect as if the parties had each executed the same instrument.

IN WITNESS WHEREOF, the parties have executed this First Amendment as of the date first written above.

CITY: CITY OF SCOTTS VALLEY	DEVELOPER: LENNAR HOMES OF CALIFORNIA a California Corporation
By: _____	By: _____
Name: Derek Timm	Name:_____
Title: Mayor	Its:_____

[NOTE: Signatures must be notarized.]

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)
) SS
COUNTY OF _____)

On _____ before me, _____ **,** a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF _____)
) SS
COUNTY OF _____)

On _____ before me, _____ **,** a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

AGENDA ITEM E
DATE: 4-21-2021

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 21, 2021

TO: Honorable Mayor and City Council

FROM: Tina Friend, City Manager

SUBJECT: **APPROVAL OF CONTRACT AMENDMENT WITH GROUP 4 FOR ADDITIONAL SERVICES RELATED TO THE DESIGN OF THE SCOTTS VALLEY BRANCH LIBRARY RENOVATION**

SUMMARY OF ISSUE

The City of Scotts Valley (City) is in the design and drawing phase for the Measure S-funded renovation of the Scotts Valley Library. The consultant, Group 4, is providing the architectural and design services for the remodel under a contract executed with the City in August 2020.

Over the course of the renovation planning and design, the City requested additional services from Group 4 that exceeds the original scope. The new scope includes developing the exterior improvements including obtaining permits, the addition of the building mounted lighting, and developing design-build narrative to support mechanical improvements to the HVAC for the enclosure of the Fireside Room. Group 4 and the Bogard Construction project management team confirmed additional costs of $69,060 to complete the additional elements.

FISCAL IMPACT

The contract amendment is a not-to-exceed amount of $69,060 and will be paid from Measure S funds. There is no fiscal impact to the General Fund.

STAFF RECOMMENDATION

That the City Council authorize the City Manager to execute a contract amendment with Group 4 in an amount not to exceed $69,060 for additional architectural and design services related to the renovation of the Scotts Valley Branch Library.

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Contract Amendment 2

GROUP 4

ARCHITECTURE
RESEARCH +
PLANNING, INC

211 LINDEN AVENUE
SO. SAN FRANCISCO
CA 94080 USA
T:650•871•0709
F:650•871•7911
www.g4arch.com

23 March 2021

ADD SERVICE REQUEST

Tina Friend
CITY OF SCOTTS VALLEY
City Manager
1 Civic Center Drive
Scotts Valley, CA 95066

CLIENT CONTR #: 18517-02

ADD SERVICE #: 1

BILLING TYPE: Lump Sum

PROJECT NAME:
Scotts Valley Library Improvements

PROJECT #:
11402-01

GROUP 4 PHASE #:
I03

SCOPE SUMMARY:
Additional Services per request from the client to provide design options and scope/procurement documention for improvements to the east elevation including fiber cement board, wood-like slat louver with metal frame and signage. As well as new building mounted lighting on the south and west elevations and design-build narrative to support mechanical improvements associated with enclosing the fireside room.

COMPANY	LUMP SUM FEE	MARKUP	EXTENSION
Group 4	$69,060		$69,060

DESIGN FEE SUB-TOTAL: **$69,060**

REIMBURSABLE EXPENSES	REIMB. ESTIMATE	MARKUP	R.E. MAXIMUM
	$0	$0	$0

MAX. REIMBURSABLES SUB-TOTAL: **$0**

MAX. INCLUDING REIMB. EXPENSES: **$69,060**

David Schnee — Date
Principal

Tina Friend — Date
City Manager

JONATHAN HARTMAN
ARCHITECT

DAWN E. MERKES
ARCHITECT

DAVID SCHNEE
ARCHITECT

ANDREA GIFFORD
ARCHITECT

CAROLYN CARLBERG
ARCHITECT

GARY CHING
ARCHITECT

JILL EYRES
ARCHITECT

BENJAMIN IRINAGA
ARCHITECT

DANIEL LAROSSA
ARCHITECT

WILLIAM LIM
ARCHITECT

TERESA ROM
ARCHITECT

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 21, 2021

TO: Honorable Mayor and City Council

FROM: Athena Cheung, Engineering Associate

APPROVED: Tina Friend, City Manager

SUBJECT: **APPROVAL OF AGREEMENT WITH SILICON VALLEY PAVING FOR THE 2020-2021 BLUEBONNET IMPROVEMENT PROJECT**

SUMMARY OF ISSUE

Bluebonnet Lane is missing approximately 430 feet of sidewalk along the southern side where it intersects Bean Creek Road. Filling the sidewalk gap has been a common request from residents on both Bluebonnet Lane and Montevalle, a nearby senior community. It was also identified in the Scotts Valley's Active Transportation Plan, adopted in March of 2021, as a medium-priority project to improve safety and walkability for residents as well as students walking from Scotts Valley Middle School.

The call for bids was advertised on March 15, 2021. Public Works received the following bids on Thursday, April 1, 2021:

Silicon Valley Paving	**$64,000.00**
Earthworks Paving	$78,720.00
Anderson Pacific	$78,920.00
McKim Corporation	$94,175.34
Innovate Concrete, Inc.	$95,417.20
Lewis and Tibbitts, Inc.	$120,029.00
Galeb Paving, Inc.	$129,5274.00
Bigler Construction	Non-responsive

Based on the bids received, staff recommends that the City enter a contract with Silicon Valley Paving, the lowest responsive and comprehensive bidder, to perform the work.

Pursuant to project specifications, Silicon Valley Paving will complete this project within 30 working days after approval of the contract and notice to proceed.

FISCAL IMPACT

Prior to the start of the COVID-19 pandemic in 2020, the RTC approved an allotment of RSTPX funds for each jurisdiction in Santa Cruz County. The County and Cities each

identified potential projects for the funds. Scotts Valley identified the sidewalk project in Bluebonnet Lane as an optimal recipient for sidewalk improvement funds. The cost of the project is $70,400; the lowest bid of $64,000 plus 10% contingency. The proposed funding source is from the RTC's RSTPX program.

There is no General Fund impact.

STAFF RECOMMEDNATION

Staff recommends that Council consider and take the following actions:

1. Authorize a budget expenditure appropriation in the amount of $70,400 from RSTPX funding.
2. Approve the attached agreement with Silicon Valley Paving for the 2020-2021 Bluebonnet Improvement Project and authorize the City Manager to execute the agreement.

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Agreement with Silicon Valley Paving 3

AGREEMENT
CITY OF SCOTTS VALLEY
STATE OF CALIFORNIA

THIS AGREEMENT, made and concluded that 21st day of April, 2021 between the CITY OF SCOTTS VALLEY, hereinafter called CITY, and Silicon Valley Paving, Inc., hereinafter called CONTRACTOR.

ARTICLE I. WITNESS TO, that for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by CITY, and under the conditions expressed in the bonds, bearing even date with these presents and hereunto annexed, CONTRACTOR agrees with CITY, at CONTRACTOR'S own proper cost and expense, to do all the work and furnish all the materials, except such as are mentioned in the specifications to be furnished by CITY, necessary to construct and complete the work of the improvement herein referenced in a good workmanlike and substantial manner and to the satisfaction of the CITY'S Director of Public Works, **2020-2021 Bluebonnet Improvement Project No. 21-002**, in accordance with the Special Provisions hereto annexed, and also in accordance with the General Prevailing Wage Rates as determined by the Department of Industrial Relations, which said Special Provisions and General Prevailing Wage Rates are hereby specifically referred to and by such reference made a part hereof.

The work to be done is described in the Notice to Bidders "General Description of Work" book 1 of the contract and proposal, which said documents are hereby made a part of this contract, and is shown upon the plans entitled "2020-2021 Bluebonnet Improvement Project", which said plans are hereby made a part of the contract. The work shall be completed 60 working days after receipt of notification to proceed.

ARTICLE II. CITY hereby promised and agrees with CONTRACTOR to employ, and does hereby employ, CONTRACTOR to provide the materials and to do the work according to the terms and conditions herein contained and referred to, for the prices set forth in the Bid of CONTRACTOR for the work to be constructed and completed under this Agreement, which prices shall be considered as though repeated herein, subject to additions and deductions as provided therein, and hereby contracts to pay the same at the time, in the manner upon the conditions herein set forth; and the said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

ARTICLE III. The statement of prevailing wages appearing in the General Prevailing Wage Rates is hereby specifically referred to and by this reference is made a part of this contract. It is further expressly agreed by and between the parties hereto that should there be any conflict between the terms of this instrument and the bid or proposal of said CONTRACTOR, then this instrument shall control, and nothing herein shall be considered as an acceptance of the said terms of said proposal conflicting herewith.

ARTICLE IV. By my signature hereunder, as CONTRACTOR, I certify that I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workmen's compensation or to undertake self-insurance in accordance

with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

ARTICLE V. CONTRACTOR shall be compensated for satisfactory completion of the work in compliance with the contract documents for the sum not to exceed $64,000 (Proposal amount plus 15% retention).

CONTRACTOR agrees to receive and accept the prices as set forth in the Bid of CONTRACTOR for the work to be constructed and completed under this Agreement, which prices shall be considered as though repeated herein, subject to additions and deductions as provided therein, as full compensation for furnishing all materials and for doing all the work contemplated and embraced in this agreement; also, for all loss or damage arising out of the nature of the work aforesaid, or from the action of elements, or from any unforeseen difficulties or obstructions which may arise or be encountered in the prosecution of the work until its acceptance by CITY, and for all the risks of every description connected with the work; also, for all expenses incurred by or in consequence of the suspension or discontinuance of work; and for well and faithfully completing the work, and the whole thereof, in the manner and according to the plans and specifications, and the requirements of Engineer.

ARTICLES VI. CONTRACTOR shall indemnify and save harmless and defend Owner, its officers, agents, servants and employees, and each of them from and against:

(a) Any and all claims, demands, causes of action, damages, costs, expenses, losses or liabilities, in law or in equity, of every kind and nature whatsoever for, but not limited to, injury to or death of any person including CONTRACTOR, or any officer, agent, consultant, servant and/or employee of CITY or CONTRACTOR, and damages to or destruction of property of any person, including but not limited to, CITY and/or CONTRACTOR and their officers, agents, consultants, servants and/or employees, arising out of or in any manner directly or indirectly connected with the work to be performed under this agreement, however caused, regardless of any negligence of CITY or its officers, agents, servants or employees, except the sole negligence or willful misconduct of CITY or its officers, agents, consultants, servants or employees, or the active negligence of CITY, its officers, agents or employees;

(b) and any and all actions, proceedings, damages, costs, expenses, penalties or liabilities, in law or equity, of every kind or nature whatsoever, arising out of, resulting from, or on account of the violation of any governmental law or regulation, compliance with which is the responsibility of CONTRACTOR.

CONTRACTOR shall, at CONTRACTOR'S own cost, expense and risk, defend any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against CITY or CITY’S officers, agents, consultants, servants or employees.

CONTRACTOR shall pay and satisfy and judgment, award or decree that may be rendered against CITY or its officers, agents, consultants, servants or employees, in any such suit, action or other legal proceedings.

CONTRACTOR shall reimburse CITY and its officers, agents, servants and employees for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

ARTICLE VII. Prior to the commencement of any work, CONTRACTOR shall provide CITY with evidence that it has obtained insurance and Performance and Payment Bonds satisfying all requirements outlined in the Insurance Certificate. Failure to do so shall be deemed a material breach of this Construction Contract.

ARTICLE VIII. The complete contract for the work of improvement herein referenced consists of the following documents, all of which are hereby expressly made a part hereof and incorporated herein by this reference. CONTRACTOR shall be bound by the requirements and obligations of such documents.

1. Proposal
2. Agreement
3. Labor Surcharge and Equipment Rental Rates and the General Prevailing Wage Rates as determined by the California Department of Transportation Division of Construction (all as referenced herein)
4. Insurance Certificate

ARTICLE IX. Termination: This Agreement may be terminated by the CITY immediately for cause or by either party without cause upon fifteen days written notice of termination. Upon termination, CONTRACTOR shall be entitled to compensation for services performed up to the effective date of termination.

IN WITNESS WHEREOF, CITY has caused these presents to be executed by its officers hereunto duly authorized, and CONTRACTOR has subscribed same, all on the day and year first above written.

* *

CONTRACTOR:
SILICON VALLEY PAVING, INC.

By: _____ Date: _____
Todd Slyngstad, Owner

CITY:
CITY OF SCOTTS VALLEY

By: _____ Date: _____
Tina Friend, City Manager

ATTEST:

By: _____ Date: _____
Tracy Ferrara, City Clerk

APPROVED AS TO FORM:

By: _____ Date: _____
Kirsten Powell, City Attorney

AGENDA ITEM G
DATE: 4-21-2021

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 21, 2021

TO: Honorable Mayor and City Council

FROM: Tina Friend, City Manager

SUBJECT: **RESOLUTION AUTHORIZING CITY OF SCOTTS VALLEY APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT-CORONAVIRUS (CDBG-CV) FUNDS**

SUMMARY OF ISSUE

On March 27, 2020, Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act in response to the impacts of the COVID-19 pandemic. The Department of Housing and Urban Development (HUD) provided $18.7 million in CARES Act funding to the California's Non-Entitlement CDBG program to support preparation for and response to the community impacts of the COVID-19 pandemic, targeting low-to-moderate income individuals. The California Department of Housing and Community Development (HCD) is administering the funds to local governments through the Community Development Block Grant Coronavirus Aid, Relief, and Economic Security (CDBG-CV) Program. The City of Scotts Valley (City) was allocated $394,456 in total through CDBG-CV.

This spring, the City initiated a process to identify eligible CDBG-CV programs. This process entailed the City conducting a public hearing on March 30, 2021 and outreach to potential community partners. At the City Council's April 7, 2021 meeting, staff presented a funding proposal and program alternatives. The City Council received public comment and directed staff to proceed with an application for CDBG-CV to support:

Activity	*Program Provider (Subrecipient)*	*Program Total*
Economic Development Business Assistance Grants	Grants up to $10,000 for eligible local businesses	$250,000
Public Services – Child Care	Boys and Girls Club of Santa Cruz County (Scotts Valley Joe and Linda Aliberti Clubhouse)	$93,177
Administration	13%	$51,279
	TOTAL	$394,456

In order to receive and expend the funds, the City, as a non-entitlement jurisdiction, must apply to HCD by the deadline of May 7, 2021 and comply with all requirements of the Notice of Funding Availability. A required element of the application is a City Council Resolution approving the application and execution of a grant agreement for the CDBG-CV funds.

Upon approval, the attached Resolution authorizes the City to submit an application and execute the necessary grant agreements. The Resolution articulates the selected activities of Economic Development Business Assistance and Public Services—Child Care Services and includes a not-to-exceed funding amount for each program. This cap is higher than the allocation amounts in the table on the preceding page in the event that the City's CDBG-CV allocation is adjusted.

City staff continue to work with the CDBG consultant and the selected programs to prepare the applications for timely submittal by May 7, 2021. In addition, staff are preparing a Request for Proposals to identify a consultant to support the City in the ongoing monitoring and reporting required over the term of the two-year funding cycle, as well as support for the CDBG Program Income process.

FISCAL IMPACT

Proceeding with the CDBG-CV application will bring $394,456 to Scotts Valley to support low-to-moderate income individuals and businesses affected by COVID-19. The City will incur expenses for consultant support to prepare and submit the CDBG-CV applications, at a cost of $3,500 per application. Consultant support for the required monitoring and reporting will be solicited and funded by the CDBG-CV administrative set-aside of $51,279. The City will incur costs in the form of staff time to manage the consultant, financial accounting and processing reimbursements to the selected funding recipients and HCD.

STAFF RECOMMENDATION

It is recommended that the City Council approve Resolution No. 1995 approving an application for funding and the execution of a grant agreement and any amendments thereto from the 2020 Community Development Block Grant Program—Coronavirus Response Round 2 and 3 (CDBG-CV2 and CV3) NOFA dated December 18, 2020.

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RESOLUTION NO. 1995

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTT SVALLEY APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2020 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM-CORONAVIRUS RESPONSE ROUND 2 and 3 (CDBG-CV2 and CV3) NOFA DATED DECEMBER 18, 2020

BE IT RESOLVED by the City Council of the City of Scotts Valley as follows:

SECTION 1:

The City Council has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount, not to exceed, of $410,000 for the following CDBG-CV2 and CV3 activities pursuant to the December 2020 CDBG-CV Notice of Funding Availability (NOFA):

Economic Development Business Assistance (18L)	$285,000
Public Services – Child Care Services (05L)	$125,000

SECTION 2:

The City hereby approves the use of Program Income in an amount not to exceed $0 for the CDBG-CV2 and CV3 activities described in Section 1.

SECTION 3:

The City acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

SECTION 4:

The City hereby authorizes and directs the City Manager to execute and deliver all applications and act on the City's behalf in all matters pertaining to all such applications.

SECTION 5:

If an application is approved, the City Manager, is authorized to enter into, execute and deliver the grant agreement (i.e., Standard Agreement) and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

SECTION 6:

If an application is approved, the City Manager, or designee, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the grant.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Scotts Valley held on April 21, 2021 by the following vote:

AYES:	
NOES:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

_____
Derek Timm, Mayor

STATE OF CALIFORNIA
City of Scotts Valley

I, Tracy A. Ferrara, City Clerk of the City of Scotts Valley, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 21st day of April, 2021.

_____
Tracy A. Ferrara City Clerk of the City of Scotts Valley, State of California

AGENDA ITEM 1
DATE: 4-21-2021

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 21, 2021

TO: Honorable Mayor and City Council

FROM: Tina Friend, City Manager

SUBJECT: **UPDATE ON CITY RECREATION AND RECOMMENDATIONS FOR THE RESTORATION OF RECREATION PROGRAMS, STAFFING, FACILITIES AND EVENTS**

SUMMARY OF ISSUE

In 2020, the COVID-19 pandemic and CZU Lighting Complex Fire brought about a number of significant shifts in City of Scotts Valley (City) resources and operations. The City's Recreation Division and the Skypark facility were particularly impacted by these major events.

With the arrival of the coronavirus in California last spring, economic, educational and recreational restrictions closed down many community and City functions, including City Recreation programs. The ensuing months brought continued restrictions, which effectively grounded City Recreation and cut off the revenue stream that supported the division. After months of closure and with a murky but pessimistic pandemic outlook, the City made the difficult decision in July 2020 to pause its recreation services. Facing its own challenges with the significant loss of hotel and sales tax revenue, the City's General Fund was unable to subsidize the Recreation Fund any longer.

Now, about a year later and with vaccines developed and increasingly available to the adult population, the State is setting economic reopening targets. With loosening restrictions, cities will be able to resume activities paused during the pandemic. With this shift in outlook, it is appropriate for the City to reexamine its recreation offerings and respond to the significant community demand, especially for youth programming.

This agenda item presents information on four City recreation issues, for which staff seek feedback and direction.

Restoration of Recreation Division Staffing

In July 2020, the City laid off the majority of its Recreation Division staffing and froze the positions in the FY 2020/21 budget, due to the pandemic's limitations to conduct City programming adequate to cover costs. The Recreation Fund is a stand-alone fund

supported by fees paid by users of the City's recreation programs. With classes, and especially childcare at preexisting capacities cancelled, the Recreation Fund lacked the revenues to support its positions. The City's General Fund similarly lacked the capacity to subsidize the Recreation Fund due to a sharp decrease in hotel and sales tax, which comprise about half of its revenues. Layoffs occurred for four positions: Administrative Secretary, Recreation Coordinator and two Senior Recreation Leader/Site Director positions. The Recreation Division Manager position was kept intact to handle residual and ongoing recreation-related matters.

With the pandemic clearing, there is a strong pull for the City to resume recreational services, especially for youth. Current staffing is inadequate to meet the significant effort to plan, organize and launch the reopening of programs. Accordingly, staff recommends that the City Council consider the restoration of two Recreation positions now, the Senior Recreation Leader/Site Directors. If approved, the City would outreach to the laid-off employees to offer reemployment and if necessary, would open the positions to new hires. The goal would be to fill the positions and initiate a review of program possibilities, develop a work plan and launch programs as quickly as possible. The Parks and Recreation Commission recommends prioritization of youth-serving programs and childcare and restoring the Siltanen pool back to use. In addition, the Commission recommended outreach to recreation class instructors to resume class offerings.

By restoring the positions, the City will assume some financial risk as revenues will not immediately return and may be inadequate for the full support of the three positions. Accordingly, this action will require at least a short-term subsidy from the General Fund. The estimated costs of the restored positions are less than $20,000 for the remainder of the fiscal year and staff estimate a better positioning of the General Fund to absorb these costs.

Staff seek authorization to immediately restore the two Senior Recreation Leader/Site Director positions and Council confirmation of its priorities for restoration efforts, with a suggested focus on childcare and youth-serving programming and the reopening of the Siltanen pool. Re-establishing contracts with outside instructors to return classes is a third area of focus.

Summer 2021 Summer Camp Partnership with Boys and Girls Club

Earlier this year, with the expectation of high demand from local families for summer camp and knowing that the City's recreation programs likely would not be restored by the summer, the City reached out to local jurisdictions and a childcare provider about the possibility of partnership to provide a summer camp option for 2021 in Scotts Valley.

Through this process, the City identified the Boys and Girls Club of Santa Cruz County (BCG) as the best fit for City partnership due to their experience, quality of service and existing footprint in Scotts Valley. The BCG accepted the partnership opportunity, and staff from both agencies are collaborating on the program design and details. Understanding that families are making summer plans now, the hope is to solidify the terms of the agreement and open registration as quickly as possible. This City/BGC

Summer Camp extension will be based out of the City's Community Center near Skypark and campers will be able to access the available park features, library and nearby amenities. The Camp will run all summer (exact dates and times to be defined). Given the reduced fee schedule offered by BGC to lower barriers to quality care, the City will incur costs to support the Summer 2021 Camp, in the estimated range of $20,000 to $40,000, subject to refinement as the program parameters are finalized.

Staff seek approval to enter into an agreement with the Boys and Girls Club of Santa Cruz County for the joint 2021 Summer Camp expansion, and authorization to expend funds from the General Fund balance or other identified sources to support the camp program and increase access to summer childcare for Scotts Valley families.

Federal Community Project Funding Requests

In March, the Mayor received correspondence from Congresswoman Eshoo inviting the City to submit projects for potential federal funding. New for this year, the federal appropriations process will consider Community Project Funding (CPF) requests from the nonprofit and public sectors; Congresswoman Eshoo is able to advance a certain number of requests from her District.

As the City's needs—especially with unfunded capital projects—is significant this CPF process presents a tremendous opportunity. The City submitted three requests:

1) Childcare and Multi-Use Modular Facility Replacement at Vine Hill Elementary ($1,400,000). The existing modular facility, which is decades old and has been on the City's Capital Improvement List for years for replacement, has been shuttered since the pandemic's initial closures. A recent inspection of the facility revealed degraded conditions and the building was deemed unfit for future use. When activities and school fully resume, the loss of this facility will significantly impair childcare offerings, school education and activities and youth league and club use. An updated cost estimate revealed that a replacement in today's marketplace would approach $1.4 million, over double the City's old estimate.

2) Skypark Playground Replacement with All-Inclusive Features ($980,000). The Parks and Recreation Commission and City staff have sought to upgrade the playground equipment at Skypark, to add accessible and inclusive play features, poured-in-place ground material, and shade structures. The playground equipment is degrading and is not serving the full population and range of mobilities.

3) Replacement of Public Works Facility ($860,000). The City of Scotts Valley's Public Works Building is a decades-old, degraded modular facility that has been deemed unsuitable for staff and public use. Public Works staff have relocated to another City facility, which is crowded and inadequate for City needs. In addition, there is limited space for public interactions with staff, such as plan review and customer service support. The City seeks to demolish and replace the degraded structure with a new modular facility.

Staff requests a letter from the City Council in support of the City's Community Project Funding requests.

2021 Fourth of July Parade

With the waning pandemic case count and loosening of restrictions, there is high demand for the resumption of regular activities and events. The City also understands the interest of community members to come together around traditional special events.

The Fourth of July is one of those special traditions with the fireworks and festival and parade topping the lists of favorite local events. Unfortunately, the fireworks and festival will not be able to proceed this year. The uncertainty with the pandemic and restrictions on gatherings, the closure of the Skypark field until the damage sustained from the CZU Basecamp is repaired, the lack of a sufficient planning horizon and the inadequate City staff to deliver a safe and organized event prevent this much-loved event from moving forward on the Fourth of July this year. This is a disappointment to the City and to the community.

However, the City is working on plans to hold a modified 4th of July parade this summer. The logistics and organization can be managed within the condensed planning timeline and staff are researching contract resources that can assist in delivering a safe community event. In addition, Council Members have indicated that local community groups and individual volunteers could be organized to support the return of the parade.

Staff seek approval in concept of holding a 4th of July Parade and authorization to expend funds on the parade resources, in an amount to be presented at the City Council meeting.

Staff will present on these items at the April 21st City Council meeting and request feedback and direction on each element.

FISCAL IMPACT

If approved, the foregoing recommendations will have a General Fund impact as follows:

- The estimated cost to unfreeze and hire the two Recreation positions is approximately $20,000 for the remainder of the fiscal year. Ongoing costs would be addressed in the FY 2021/22 budget process but assumes a resumption of revenue-generating Recreation activity to cover costs.
- The costs to support the 2021 Summer Camp expansion are estimated at $20,000 to $40,000, subject to refinement. This cost could be covered by the General Fund balance, although the City will seek alternate funding sources.
- The 4th of July parade will require a budget, which is currently under refinement given the changed circumstances this year and the expectation of additional contract support. That budget will be presented at the April 21, 2021 City Council meeting for consideration.
- There is no fiscal impact to transmitting a City Council letter of support for the CPF requests.

AGENDA ITEM 1
DATE: 4-21-2021

STAFF RECOMMENDATION

It is recommended that the City Council:

1. Authorize the immediate restoration of two frozen Recreation Division positions, the two (2) Senior Recreation Leader/Site Directors and confirm prioritization of City Recreation programs to restore first, with childcare and youth-serving programming and the Siltanen pool suggested.

2. Authorize staff to enter into an agreement, in a form approved by the City Attorney, with the Boys and Girls Club of Santa Cruz County for a joint 2021 Summer Camp expansion at the City's Community Center and authorize the expenditure of necessary funds, in an amount not to exceed $40,000 from the General Fund balance or other identified sources, to expand this access to summer childcare for Scotts Valley families.

3. Direct the Mayor to transmit a letter of support on behalf of the City Council to Congresswoman Eshoo and appropriate Congressional committees for the City's three Community Project Funding requests.

4. Authorize staff to proceed with planning efforts for a 4th of July Parade and approve necessary budget expenditures to support the community event in an amount to be determined at the April 21, 2021 City Council meeting.

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AGENDA ITEM 2
DATE: 4-21-2021

City of Scotts Valley
CITY COUNCIL STAFF REPORT

DATE: April 21, 2021

TO: Honorable Mayor and City Council

FROM: Tina Friend, City Manager

PREPARED BY: Steve Toler, Management Partners

SUBJECT: **FIVE-YEAR CAPITAL IMPROVEMENT PROJECT AND CAPITAL PURCHASE PLAN FOR FY 2021-22 TO FY 2025-26**

SUMMARY OF ISSUE

In anticipation of preparing the FY 2021-22 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 2021-22 to FY 2025-26. 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 attached 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.
- 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 2021-22 to FY 2025-26) – this table lists each of the 44 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; and
- 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 44 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	$ 7,205,000	$ 7,205,000	$ -
Transportation	4	$ 3,044,100	$ 3,044,100	$ -
Storm Drains	4	$ 861,300	$ 861,300	$ -
Parks	11	$ 6,811,000	$ 1,236,500	$ 5,574,500
General Facilities	7	$ 4,555,800	$ 4,555,800	$ -
Police	2	$ 159,300	$ 159,300	$ -
Information Technology	4	$ 185,000	$ 185,000	$ -
Total	**54**	**$22,821,500**	**$14,247,000**	**$5,574,500**

There are three projects totaling $5.6 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 $14.2 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 $7,009,300 are recommended for appropriation as part of the FY 2021-22 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:

#	Description	Priority	Amount
01	**Wastewater Recovery Facility Master Plan (FY 2021-22 to 2023-24)** – Develop a master plan for the future of the City's wastewater treatment utility	A	$200,000
05	**Tertiary Treatment Plant Upgrades (FY 2021-22 to 2022-2023)** – Upgrade to the plant's three effluent pumps	A	$400,000
08	**Dump Truck (FY 2021-22)** – Replace an existing heavy-duty dump truck supporting wastewater collection systems operations	B	$110,000
12	**Facility Truck (FY 2023-24)** – Replace an existing truck used to support wastewater collection system operations	B	$55,000
13	**Wastewater Collection System Lift Stations (FY 2022-23 to 2025-26)** – Multi-phased program to rehabilitate all or a portion of the City's seven lift stations starting in FY 2022-23	A	$1,700,000
14	**Wastewater Collection System Pipeline Upgrades (FY 2021-22 to 2025-26)** – Multi-phased program to upgrade/repair sewer pipes based using prioritized approach based on video inspections of the system (see project #15).	A	$1,230,000
15	**Wastewater Collection System Inspection and Monitoring Programs (FY 2021-22 to 2025-26)** – Annual program to inspect the City's 40 miles of wastewater collection mains using video-based inspection technology	A	$500,000
22	**Pinecone Drive Drainage Improvements (FY 2021-22)** – Extend storm drain main and add inlets for drainage improvements	B	$105,000
23	**Sunridge Drive Stormwater Repair (FY 2021-22)** – Repair existing culvert for drainage improvement	B	$62,500
28	**New Law Mowers and Equipment (FY 2022-23)** – Replace end of life mowers with new equipment	B	$34,000
29	**Parks System Master Plan (FY 2022-23)** – Develop a master plan for the City's park system	B	$100,000
35	**HVAC Replacement for City Hall and Police Department (FY 2021-22)** – Replace and/or upgrade the heating and air conditioning units at City Hall and the Police Station	A	$300,000
	Total		**$4,796,500**

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. All but three projects are projected to have sufficient funding for implementation based on estimated project costs and timing.

There are four issues that we wish to call to the City Council's attention in this area: 1) Wastewater System projects; 2) Unfunded/unscheduled projects; 3) Measure D (transportation) funded projects; 4) Measure S (library) funded projects; and, 5) grant funded projects.

1) *Wastewater System Projects*

At the April 7, 2021 City Council meeting, the Council provided direction on establishing wastewater rates for FY 2021-22 to FY 2025-26 that was based, in part, on a series of estimated capital improvement costs associated with the City's collection and distribution system as well as costs for its wastewater and tertiary treatment facilities. The projects have been refined in the proposed five-year CIP Plan consistent with the funding levels that were anticipated in the wastewater rate study that informed the City Council's decisions on rates for the coming five years. The shift in timing has no impact on the proposed rates. A summary of the annual costs in the wastewater rate study and in the attached Five-Year CIP Plan summary is shown in the table below.

FY	Wastewater Rate Study	Proposed Five-Year CIP Plan	Variance – Higher (Lower) than Rate Study
2021-22	$ 1,395,000	$ 1,265,000	($ 130,000)
2022-23	$ 2,240,000	$ 2,175,000	($ 65,000)
2023-24	$ 1,480,000	$ 1,575,000	$ 95,000
2024-25	$ 1,120,000	$ 1,120,000	$ -
2025-26	$ 970,000	$ 1,070,000	$ 100,000
Total	**$ 7,205,000**	**$ 7,205,000**	**$ -**

2) *Unfunded/Unscheduled Projects*

As staff prepared the Five-Year CIP Plan and matched available funding sources with estimated project costs, three specific projects were identified 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	Project Amount
30	**Skypark Play Structure Equipment** – replacement of all play structures at Skypark. Of the total estimated project cost, approximately $757,000 has no identified funding sources. The remaining $223,000 is funded through a Prop 68 Parks from the State of $178,000 with matching funds from the City's General CIP Fund	B	$980,000 ($757,000 unfunded)

#	Description	Priority	Project Amount
32	**Brook Knoll and Vine Hill Daycare Modular Improvements** – Improvement and/or replacement of the existing modulars are necessary. No funding sources have been identified for this project pending policy direction on if and how the City intends to provide such services in the future.	B	$2,317,500 (unfunded)
34	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	B	$2,500,000 (unfunded)
	Total		**$5,574,500**

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

3) *Measure D (Transportation) Funded Projects*

The passage of Measure D in November 2016 provides sales tax revenues distributed by the Santa Cruz County Regional Transportation Commission to the City at over $300,000 annually. The revenues 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 years, staff is recommending that the following project be funded using Measure D funds, which will be matched with other RTC excess transportation funding (RTSPX).

#	Description	Priority	Fiscal Year	Measure D Amount
18	Bean Creek Road Pavement Rehabilitation	A	2021-22	$ 574,100
	Total			**$ 574,100**

4) *Measure S (Library) Funded Projects*

The passage of Measure S in June 2016 provided a total of $3.75 million in bond financing revenues for improvements to the Scotts Valley Library. Some of these funds have already been expended for various library improvements. A remaining balance of $2,170,100 will be drawn down from the bond proceeds that, combined with existing Measure S drawn down and Pay Go, and other library funds, will pay for the remaining improvements to the Library.

#	Description	Priority	Fiscal Year	Amount
38	Library Improvements	A	2021-22	$2,716,000
	Total			**$2,716,000**

5) *Grant Funded Projects*

There are two grant-funded CIP projects that are scheduled in the five-year CIP plan. Staff continually evaluates grant opportunities as they become available, future grant opportunities in FY2021-22 and future years include programs from Caltrans, the State Water Resources Board, the Natural Resources Agency, and the federal American Rescue Plan Act.

#	Description	Priority	Fiscal Year	Awarded Grant Amount	City Matching Funds Requirement
18	Bean Creek Road Pavement Rehabilitation	A	2021-22	$ 400,000	$ -
30	Skypark Play Structure Equipment	B	2021-22	$ 178,000	$ 45,000
	Total			**$ 578,000**	**$ 45,000**

FUTURE MEETINGS

Following tonight's meeting and incorporating City Council direction, the Five-Year CIP Plan will be presented to the Planning Commission for its review on May 13, 2021 regarding the plan's consistency with the City's General Plan. The Five-Year CIP Plan will also be included in the Preliminary FY 2021-22 Annual Budget and Five-Year Financial Plan that will be reviewed by the City Council at its regular meeting on May 19, 2021.

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 2021-22 Annual Budget, which is scheduled for public hearing on June 2, 2021 and final adoption on June 16, 2021.

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 on the unfunded/unscheduled projects in regard 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 2021-22 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 infrastructure 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 infrastructure. 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 CIPs 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 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.

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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WASTEWATER RECOVERY FACILITY MASTER PLAN

Funding Sources

Funding	WWTP Capital		Total
2021-2022	50,000	-	50,000
2022-2023	100,000	-	100,000
2023-2024	50,000	-	50,000
2024-2025	-	-	-
2025-2026	-	-	-
Total	**200,000**	**-**	**200,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		50,000		-	50,000
2022-2023		100,000	0%	-	100,000
2023-2024		50,000	0%	-	50,000
2024-2025		-	0%	-	-
2025-2026		-	0%	-	-
Subtotal		200,000		-	200,000
Contingency	0%	-		-	-
Totals		**200,000**		**-**	**200,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project would fund a master planning process and technical/engineering studies for the future of the City's wastewater treatment utility. Within the next decade, the aging plant will require major rehabilitation or replacement in consideration of current operating conditions, anticipated regulatory changes and the availability of new treatment technologies.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Project 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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PLC UPGRADES

Funding Sources

Funding	WWTP Capital	Total
2021-2022	40,000	40,000
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**40,000**	**40,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		32,000		-	32,000
2022-2023		-	3%	-	-
2023-2024			6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	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 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.

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 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

CLARIFIER SUPERSTRUCTURE AND WALKWAYS

Funding Sources

Funding	WWTP Capital	Total
2021-2022	-	-
2022-2023	150,000	150,000
2023-2024	150,000	150,000
2024-2025	150,000	150,000
2025-2026	-	-
Total	**450,000**	**450,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022				-	-
2022-2023		115,000	3%	3,500	118,500
2023-2024		115,000	6%	6,900	121,900
2024-2025		110,000	9%	9,900	119,900
2025-2026		-	12%	-	-
Subtotal		340,000		20,300	360,300
Contingency	25%	85,000		5,100	90,100
Totals		**425,000**		**25,400**	**450,400**

PROJECT PRIORITY CATEGORY[1]: A

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 starting in FY 2022/23.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Project Bid	Fall 2022
Construction	Phased 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

BAR SCREEN #2

Funding Sources

Funding	WWTP Capital	Total
2021-2022	250,000	250,000
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**250,000**	**250,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		200,000		-	200,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		200,000		-	200,000
Contingency	25%	50,000		-	50,000
Totals		**250,000**		**-**	**250,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project will replace one of the existing bar screens at the wastewater treatment plant. The bar screen helps to capture and remove all types of debris and run through all conditions. It helps allow the wastewater treatment plant to function without potential shutdown by filtering out untreatable debris from the system.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Summer 2021
Construction	Fall 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

TERTIARY TREATMENT PLANT UPGRADES

	Funding Sources	
Funding	Tertiary Treatment	Total
2021-2022	265,000	265,000
2022-2023	135,000	135,000
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**400,000**	**400,000**

		Expenditure Categories			
Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		265,000		-	265,000
2022-2023		135,000	0%	-	135,000
2023-2024		-	0%	-	-
2024-2025		-	0%	-	-
2025-2026		-	0%	-	-
Subtotal		400,000		-	400,000
Contingency	0%	-		-	-
Totals		**400,000**		**-**	**400,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

The tertiary treatment facilities require upgrades that will allow the plant to meet compliance standards and recycled water production targets in future years. The focus will be upgrades to the tertiary treatment effluent pumps. Two pumps are scheduled for replacement in FY 2021-22 and the third pump in FY 2022-23.

FUNDING SOURCES:

Funding source for this project is the Wastewater Tertiary Treatment Capital Projects Fund.

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Winter 2022
Construction	Spring 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

AERATION BASIN SYSTEM UPGRADE

Funding Sources

Funding	WWTP Capital	Total
2021-2022	250,000	250,000
2022-2023	750,000	750,000
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**1,000,000**	**1,000,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		200,000		-	200,000
2022-2023		580,000	3%	17,400	597,400
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		780,000		17,400	797,400
Contingency	25%	195,000		4,400	199,400
Totals		**975,000**		**21,800**	**996,800**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project consists of new valving to independently operate each basin of the aeration system and optimize oxidation at the WWTP. The project provides control to adjust air to each aeration basin. This capability does not currently is exist and is crucial for the reliable and resilient operation of the plant..

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Design	Fall/Winter 2021
Receive Bids	Spring 2022
Construction	Phased over two fiscal years starting Fall 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

STORMWATER LOW IMPACT DEVELOPMENT (LID)

Funding Sources

Funding	WWTP Capital	Total
2021-2022	-	-
2022-2023	-	-
2023-2024	-	-
2024-2025	150,000	150,000
2025-2026	150,000	150,000
Total	**300,000**	**300,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		-		-	-
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		110,000	9%	9,900	119,900
2025-2026		110,000	12%	13,200	123,200
Subtotal		220,000		23,100	243,100
Contingency	25%	55,000		5,800	60,800
Totals		**275,000**		**28,900**	**303,900**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project would replace approximately 2,000 square feet of existing impervious area of sidewalk and roadway in order to construct new bioretention facilities within the Lundy Lane right-of-way 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 Wastewater Capital Reserve Fund.

ESTIMATED PROJECT SCHEDULE:

Project Design	Completed
Project Bid	Summer 2024
Construction	Phased from Winter 2025 to Winter 2026

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

DUMP TRUCK

Funding Sources

Funding	WWTP Capital		Total
2021-2022	110,000	-	110,000
2022-2023	-	-	-
2023-2024	-	-	-
2024-2025	-	-	-
2025-2026	-	-	-
Total	**110,000**	**-**	**110,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		100,000		-	100,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		100,000		-	100,000
Contingency	10%	10,000		-	10,000
Totals		**110,000**		**-**	**110,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:
This project would replace the existing heavy-duty dump truck used to support wastewater collection system operations.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Project Bid	Summer 2021
Acquisition	Fall 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

SEWER VACTOR TRUCK

Funding Sources			
Funding	**WWTP Capital**		**Total**
2021-2022	-	-	-
2022-2023	250,000	-	250,000
2023-2024	-	-	-
2024-2025	-	-	-
2025-2026	-	-	-
Total	**250,000**	**-**	**250,000**

Expenditure Categories					
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		220,000	3%	6,600	226,600
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		220,000		6,600	226,600
Contingency	10%	22,000		700	22,700
Totals		**242,000**		**7,300**	**249,300**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project would fund the purchase of a Sewer Vactor Truck. A sewer vactor truck is used for regular maintenance and repairs for the City's sewer and storm drains.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Project Bid	Summer 2022
Acquisition	Fall 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

EFFLUENT PUMP REPLACEMENT

Funding Sources

Funding	WWTP Capital	Total
2021-2022	-	-
2022-2023	110,000	110,000
2023-2024	110,000	110,000
2024-2025	200,000	200,000
2025-2026	200,000	200,000
Total	**620,000**	**620,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		-		-	-
2022-2023		85,000	3%	2,600	87,600
2023-2024		85,000	6%	5,100	90,100
2024-2025		145,000	9%	13,100	158,100
2025-2026		145,000	12%	17,400	162,400
Subtotal		460,000		38,200	498,200
Contingency	25%	115,000		9,600	124,600
Totals		**575,000**		**47,800**	**622,800**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project will replace effluent pumps 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 2022/23 staff will begin to replace the aging effluent pumps as they near the end of their useful life. The project will take a total of four fiscal years to complete

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Spring 2022
Construction	Phased in over 4 years starting in 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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

WASTEWATER OFFICES FACILITY IMPROVEMENTS

Funding Sources

Funding	WWTP Capital	Total
2021-2022	-	-
2022-2023	-	-
2023-2024	100,000	100,000
2024-2025	-	-
2025-2026	-	-
Total	**100,000**	**100,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		-		-	-
2022-2023		-	3%	-	-
2023-2024		75,000	6%	4,500	79,500
2024-2025		-	9%	-	-
2025-2026		-	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

PROJECT DESCRIPTION:

The wastewater offices require facility maintenance upgrades including paint, carpet, electrical, roofing, and other maintenance.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Receive Quotes	Fall 2023
Construction	Spring 2024

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

FACILITY TRUCK

Funding Sources			
Funding	**WWTP Capital**		**Total**
2021-2022	-	-	-
2022-2023	-	-	-
2023-2024	55,000	-	55,000
2024-2025	-	-	-
2025-2026	-	-	-
Total	**55,000**	**-**	**55,000**

Expenditure Categories					
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		-	3%	-	-
2023-2024		47,000	6%	2,800	49,800
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		47,000		2,800	49,800
Contingency	10%	4,700		300	5,000
Totals		**51,700**		**3,100**	**54,800**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project would replace one of the existing Ford F-150 trucks used to support wastewater collection system operations.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Project Bid	Summer 2023
Acquisition	Fall 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

WASTEWATER COLLECTION SYSTEM LIFT STATIONS

Funding Sources

Funding	WWTP Capital	Total
2021-2022	-	-
2022-2023	530,000	530,000
2023-2024	580,000	580,000
2024-2025	260,000	260,000
2025-2026	330,000	330,000
Total	**1,700,000**	**1,700,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		-		-	-
2022-2023		415,000	3%	12,500	427,500
2023-2024		435,000	6%	26,100	461,100
2024-2025		190,000	9%	17,100	207,100
2025-2026		235,000	12%	28,200	263,200
Subtotal		1,275,000		83,900	1,358,900
Contingency	25%	318,800		21,000	339,800
Totals		**1,593,800**		**104,900**	**1,698,700**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project is part of a multi-phase program to rehabilitate the collection system lift stations by performing preventative maintenance and upgrades to ensure reliable operation. This project will rehabilitate all or a portion of the City's seven (7) lift stations starting in FY 2022-23 over the four subsequent fiscal years, subject to inspection. Such work may include repairing interior wet wells, installing new pumps/motors/valves, installing by-pass piping and connections, replacing corroded components, replacing manhole covers, and installing control monitoring equipment.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Project Design	Spring 2022
Construction	Phased in over 5 years starting in Fall 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

WASTEWATER COLLECTION SYSTEM PIPELINE UPGRADES

Funding Sources

Funding	WWTP Capital	Total
2021-2022	200,000	200,000
2022-2023	50,000	50,000
2023-2024	430,000	430,000
2024-2025	260,000	260,000
2025-2026	290,000	290,000
Total	**1,230,000**	**1,230,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		160,000		-	160,000
2022-2023		40,000	3%	1,200	41,200
2023-2024		320,000	6%	19,200	339,200
2024-2025		190,000	9%	17,100	207,100
2025-2026		210,000	12%	25,200	235,200
Subtotal		920,000		62,700	982,700
Contingency	25%	230,000		15,700	245,700
Totals		**1,150,000**		**78,400**	**1,228,400**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project is part of a multi-phase program to assess the condition and perform repairs to the wastewater collection system gravity mains. Repairs will be based on video inspections of the system (see separate project description #15) and prioritized based on the severity of deficiencies. Repairs will be performed to extend the useful life of the mains and manholes through the City's collection system.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Project Design	Ongoing over 5 years starting in Summer 2021
Construction	Phased in over 5 years starting in Fall 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

WASTEWATER COLLECTION SYSTEM INSPECTION AND MONITORING PROGRAMS

Funding Sources

Funding	WWTP Capital	Total
2021-2022	100,000	100,000
2022-2023	100,000	100,000
2023-2024	100,000	100,000
2024-2025	100,000	100,000
2025-2026	100,000	100,000
Total	**500,000**	**500,000**

Expenditure Categories

Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		100,000		-	100,000
2022-2023		100,000	0%	-	100,000
2023-2024		100,000	0%	-	100,000
2024-2025		100,000	0%	-	100,000
2025-2026		100,000	0%	-	100,000
Subtotal		500,000		-	500,000
Contingency	0%	-		-	-
Totals		**500,000**		**-**	**500,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project is part of a proposed new annual program to proactively inspect the City's 40 miles of wastewater collection mains. The program will consist of annual, comprehensive video-based inspection of the gravity collection mains throughout the City. Inspections will indicate main conditions and identify disrepair such as corrosion damage and/or issues that may exist that allow for inflow and infiltration (I&I) of groundwater or stormwater that make the collection system and treatment plant less efficient. This program will identify areas of concern. Repairs will be made with funding from the collection system pipe upgrades project (see separate project description).

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Project Implementation — Ongoing over 5 years starting in 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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

ANNUAL STREET MAINTENANCE/RESURFACING PROGRAM

	Funding Sources			
Funding	**RMRA (SB 1)**	**Gas Tax**	**RTIP**	**Total**
2021-2022	275,000	-	-	275,000
2022-2023	275,000	-		275,000
2023-2024	275,000	-		275,000
2024-2025	275,000	-		275,000
2025-2026	275,000	-		275,000
Total	**1,375,000**	**-**		**1,375,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		220,000	0%	-	220,000
2022-2023		220,000	0%	-	220,000
2023-2024		220,000	0%	-	220,000
2024-2025		220,000	0%	-	220,000
2025-2026		220,000	0%	-	220,000
Subtotal		1,100,000		-	1,100,000
Contingency	25%	275,000		-	275,000
Totals		**1,375,000**		**-**	**1,375,000**

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.

Further, projects drawn from the Active Transportation Plan may be incorporated. Design, engineering and current cost estimates will be necessary to program projects, which could be allocated over multiple years.

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

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 PROGRAM

	Funding Sources			
Funding	**Gas Tax**			**Total**
2021-2022	66,000	-	-	66,000
2022-2023	66,000	-	-	66,000
2023-2024	66,000	-	-	66,000
2024-2025	66,000	-	-	66,000
2025-2026	66,000	-	-	66,000
Total	**330,000**	**-**	**-**	**330,000**

	Expenditure Categories			
Expenditures	**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022	50,000		-	50,000
2022-2023	50,000	3%	1,500	51,500
2023-2024	50,000	6%	3,000	53,000
2024-2025	50,000	9%	4,500	54,500
2025-2026	50,000	12%	6,000	56,000
Subtotal	250,000		15,000	265,000
Contingency 25%	62,500		3,800	66,300
Totals	**312,500**		**18,800**	**331,300**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

The Project includes repair of existing streets, sidewalks and curb and gutters as needed as a result of development impacts. The City will review the Active Transportation Plan for potential projects. Design, engineering and current cost estimates will be necessary to program projects, which could be allocated over multiple years.

FUNDING SOURCES:

Primary source of funding for this project is from Gas Tax funds.

ESTIMATED PROJECT SCHEDULE:

Design	Fall/Winter
Bids for Construction	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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

BEAN CREEK ROAD PAVEMENT REHABILITATION

	Funding Sources		
Funding	**Measure D**	**RSTPX**	**Total**
2021-2022	574,100	400,000	974,100
2022-2023	-		-
2023-2024	-		-
2024-2025	-		-
2025-2026	-		-
Total	**574,100**	**400,000**	**974,100**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		885,500		-	885,500
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		885,500		-	885,500
Contingency	10%	88,600		-	88,600
Totals		**974,100**		**-**	**974,100**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

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

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Develop Bid Specs	Spring 2021
Issue Bids for Construction	Summer 2021
Construction	Summer/Fall 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

MT. HERMON ROAD MEDIAN IMPROVEMENTS

	Funding Sources			
Funding	**TM-DIF**			**Total**
2021-2022	365,000	-	-	365,000
2022-2023	-	-	-	-
2023-2024	-	-	-	-
2024-2025	-	-	-	-
2025-2026	-	-	-	-
Total	**365,000**	**-**	**-**	**365,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		291,300		-	291,300
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		291,300		-	291,300
Contingency	25%	72,800		-	72,800
Totals		**364,100**		**-**	**364,100**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

The Project includes median improvements for access management and pedestrian safety on Mt. Hermon Road to relieve traffic congestion resulting from approved development projects.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Design	Fall/Winter 2021
Bids for Construction	Spring 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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

STORM DRAIN TRASH CAPTURE SYSTEM

	Funding Sources	
Funding	**General CIP**	**Total**
2021-2022	125,000	125,000
2022-2023	125,000	125,000
2023-2024	125,000	125,000
2024-2025	218,800	218,800
2025-2026	-	-
Total	**593,800**	**593,800**

	Expenditure Categories			
Expenditures	**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022	100,000		-	100,000
2022-2023	100,000	0%	-	100,000
2023-2024	100,000	0%	-	100,000
2024-2025	175,000	0%	-	175,000
2025-2026	-	0%	-	-
Subtotal	475,000		-	475,000
Contingency 25%	118,800		-	118,800
Totals	**593,800**		**-**	**593,800**

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 (see separate project description #23) will 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. This is the second year of the 5-year implementation.

FUNDING SOURCES:
Primary funding for this project is the General CIP Fund.

ESTIMATED PROJECT SCHEDULE:

Complete SDMP Update	Summer 2021
Issue Bids	Spring 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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

STORMDRAIN MASTER PLAN UPDATE

	Funding Sources	
Funding	**Drainage DIF**	**Total**
2021-2022	25,000	25,000
2022-2023	75,000	75,000
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**100,000**	**100,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		25,000		-	25,000
2022-2023		75,000	0%	-	75,000
2023-2024		-	0%	-	-
2024-2025		-	0%	-	-
2025-2026		-	0%	-	-
Subtotal		100,000		-	100,000
Contingency	0%	-		-	-
Totals		**100,000**		**-**	**100,000**

PROJECT DESCRIPTION:

The Scotts Valley Storm Drain Master Plan was last updated in 1989. This project would implement a master plan study to identify the condition of the storm drain system and develop a master plan to ensure the storm drain system complies with current regulatory requirements and meets the needs of the City's stormwater management requirement for future years.

FUNDING SOURCES:

Funding for this project will come from Drainage Development Impact Fees. Alternate funding source would be the General CIP Fund.

ESTIMATED PROJECT SCHEDULE:

RFP	Winter 2022
Initial Study	Spring/Summer 2022
Finalize Master Plan	Spring 2023

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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PINECONE DRIVE DRAINAGE IMPROVEMENTS

	Funding Sources			
Funding	**General CIP**			**Total**
2021-2022	105,000	-	-	105,000
2022-2023	-	-	-	-
2023-2024	-	-	-	-
2024-2025	-	-	-	-
2025-2026	-	-	-	-
Total	**105,000**	**-**	**-**	**105,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		84,000		-	84,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		84,000		-	84,000
Contingency	25%	21,000		-	21,000
Totals		**105,000**		**-**	**105,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

The Project includes stormwater improvements for safety on Pinecone Drive to relieve excessive storm water runoff. The project will extend the storm drain main and add additional inlets.

FUNDING SOURCES:

Primary source of funding for this project is from the General Capital Improvement Projects Fund.

ESTIMATED PROJECT SCHEDULE:

Design	Fall/Winter 2022
Bids for Construction	Spring 2023
Construction	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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

SUNRIDGE DRIVE STORMWATER REPAIR

	Funding Sources			
Funding	**General CIP**			**Total**
2021-2022	62,500	-	-	62,500
2022-2023	-	-	-	-
2023-2024	-	-	-	-
2024-2025	-	-	-	-
2025-2026	-	-	-	-
Total	**62,500**	**-**	**-**	**62,500**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		50,000		-	50,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		50,000		-	50,000
Contingency	25%	12,500		-	12,500
Totals		**62,500**		**-**	**62,500**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

The Project includes repair of existing culvert on Sunridge Drive, water from Green Hills Road & Highway 17 flows to Carbonero Creek.

FUNDING SOURCES:

Primary source of funding for this project is from the General Capital Improvements Fund.

ESTIMATED PROJECT SCHEDULE:

Design	Fall/Winter 2021
Bids for Construction	Spring 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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PARKS ADA IMPROVEMENTS – PHASE 1

	Funding Sources	
Funding	**Lennar**	**Total**
2021-2022	116,300	116,300
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**116,300**	**116,300**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		93,000		-	93,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		93,000		-	93,000
Contingency	25%	23,300		-	23,300
Totals		**116,300**		**-**	**116,300**

PROJECT PRIORITY CATEGORY[1]: A

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 2021/22 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 with grants.

ESTIMATED PROJECT SCHEDULE:

Design	Varies
Bid	Spring 2021
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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PARKS ADA IMPROVEMENTS – PHASE 2

	Funding Sources	
Funding	**Lennar**	**Total**
2021-2022	-	-
2022-2023	52,100	52,100
2023-2024	52,100	52,100
2024-2025	-	-
2025-2026	-	-
Total	**104,200**	**104,200**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		38,700	3%	1,200	39,900
2023-2024		41,000	6%	2,500	43,500
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		79,700		3,700	83,400
Contingency	25%	19,900		900	20,800
Totals		**99,600**		**4,600**	**104,200**

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 TBD.

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 Sources	
Funding	**General CIP Fund**	**Total**
2021-2022	-	-
2022-2023	74,000	74,000
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**74,000**	**74,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		57,500	3%	1,700	59,200
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		57,500		1,700	59,200
Contingency	25%	14,400		400	14,800
Totals		**71,900**		**2,100**	**74,000**

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 2022
Construction	Fall/Winter 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

SILTANEN FAMILY SWIM CENTER POOL RESURFACING

Funding Sources		
Funding	**General CIP Fund**	**Total**
2021-2022	15,000	15,000
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**15,000**	**15,000**

Expenditure Categories					
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		12,000		-	12,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	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. This project was originally scheduled for FY 2020-21 but was deferred due to the impacts of the COVID-19 pandemic which paused all recreation programs.

FUNDING SOURCES:

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

ESTIMATED PROJECT SCHEDULE:

Pool Resurfacing Fall 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

NEW LAWN MOWERS AND EQUIPMENT

	Funding Sources	
Funding	**General CIP**	**Total**
2021-2022	-	-
2022-2023	34,000	34,000
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**34,000**	**34,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		30,000	3%	900	30,900
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		30,000		900	30,900
Contingency	10%	3,000		100	3,100
Totals		**33,000**		**1,000**	**34,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

The mowers for the parks have not been replaced for over a decade. Two of the three mowers are under constant repair and are almost beyond servicing. The maintenance department is in need of new equipment to be able to maintain the multiple parks throughout our community.

FUNDING SOURCES:

The General Capital Improvement Fund will be the funding sources for this project.

ESTIMATED PROJECT SCHEDULE:

Bids	Summer 2021
Purchase	Fall 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

PARKS SYSTEM MASTER PLAN

	Funding Sources		
Funding	**Parks DIF**		**Total**
2021-2022	-	-	-
2022-2023	100,000	-	100,000
2023-2024	-	-	-
2024-2025	-	-	-
2025-2026	-	-	-
Total	**100,000**	**-**	**100,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		100,000	0%	-	100,000
2023-2024		-	0%	-	-
2024-2025		-	0%	-	-
2025-2026		-	0%	-	-
Subtotal		100,000		-	100,000
Contingency	0%	-		-	-
Totals		**100,000**		**-**	**100,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project would fund a master plan for the City's parks system. A citywide park master plan is a comprehensive document and process that includes an internal assessment, community engagement, resources and data collection, and development of an implementation action plan. Recent efforts for parks master plans seek to create equity-based plans that can help understand the history and current barriers to park access and set a vision and plan to remove those inequities to ensure parks and open space are providing the most benefit to the community. The master plan would be completed in FY 2022-23. Based on the outcomes of the plan, a capital improvement plan would be developed and incorporated in future five-year CIP plans.

FUNDING SOURCES:

Primary funding source for this project would be the Parks Development Impact Fee fund.

ESTIMATED PROJECT SCHEDULE:

RFP	Summer 2022
Master Plan Development	Fall 2022 to 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

SKYPARK PLAY STRUCTURE EQUIPMENT

	Funding Sources			
Funding	**Prop 68 Grant**	**General CIP**	**Unknown**	**Total**
2021-2022	178,000	45,000	-	223,000
2022-2023	-	-	-	-
2023-2024	-	-	-	-
2024-2025	-	-	-	-
2025-2026	-	-	-	-
Unscheduled	-	-	757,000	757,000
Total	**178,000**	**45,000**	**757,000**	**980,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		223,000		-	223,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Unscheduled		561,000	0%	-	561,000
Subtotal		784,000		-	784,000
Contingency	25%	196,000		-	196,000
Totals		**980,000**		**-**	**980,000**

PROJECT PRIORITY CATEGORY[1]: B

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. In addition, Skypark is recommended as the optimal playground in the City for new accessible and inclusive park components to expand recreational opportunities for children and families with impaired mobility or disabilities. 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, shade structures, improved drinking fountains, and replacement of approximately 507 cubic yards of engineered wood fiber (EWF) or poured-in-place rubber as the playground surface.

FUNDING SOURCES:
An initial Proposition 68 parks grant of $178,000 is expected for FY 2021-22 requiring a 20% match from General CIP funds. The remainder of the project is unscheduled pending identification of alternate funding sources such as state/federal grants or one-time General Fund revenue sources.

ESTIMATED PROJECT SCHEDULE:

Bids	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

HOCUS POCUS PARK PLAY STRUCTURE EQUIPMENT

	Funding Sources	
Funding	**Parks DIF**	**Total**
2021-2022	-	-
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	520,000	520,000
Total	**520,000**	**520,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		371,000	12%	44,500	415,500
Subtotal		371,000		44,500	415,500
Contingency	25%	92,800		11,100	103,900
Totals		**463,800**		**55,600**	**519,400**

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..

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	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

BROOK KNOLL AND VINE HILL DAYCARE MODULAR IMPROVEMENTS

	Funding Sources	
Funding	**Unidentified**	**Total**
2021-2022	-	-
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Unscheduled	2,317,500	2,317,500
Total	**2,317,500**	**2,317,500**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Unscheduled		1,854,000	0%	-	1,854,000
Subtotal		1,854,000		-	1,854,000
Contingency	25%	463,500		-	463,500
Totals		**2,317,500**		**-**	**2,317,500**

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.

The City Council will be setting policy direction on future service delivery of daycare services in the community. Implementation of this project will be subject to those decisions.

FUNDING SOURCES:

Funding source for this project is not identified. Primary funding would be through the Parks & Recreation Facilities DIF if funding were to become available. Alternative funding could be pursued through grants.

ESTIMATED PROJECT SCHEDULE:

Issue Bids for Construction	TBD
Replacement of Brook Knoll Modular	TBD
Issue Bids for Construction	TBD
Replacement of Vine Hill Modular	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

SKYPARK TENNIS AREA IMPROVEMENTS - 4677

	Funding Sources		
Funding	**Park DIF**	**Lennar**	**Total**
2021-2022	30,000	20,000	50,000
2022-2023	-	-	-
2023-2024	-	-	-
2024-2025	-	-	-
2025-2026	-	-	-
Total	**30,000**	**20,000**	**50,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		40,000		-	40,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		40,000		-	40,000
Contingency	25%	10,000		-	10,000
Totals		**50,000**		**-**	**50,000**

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.

This project was originally scheduled for FY 2020-21 and was deferred due to the impact from the COVID-19 pandemic and the use of SkyPark as base camp for the CZU complex fires that shut down use of the park for most of FY 2020-21.

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 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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

AL SHUGART PARK PHASE 1, 3 AND 4 CONSTRUCTION

	Funding Sources	
Funding	**Not Identified**	**Total**
2021-2022	-	-
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Unscheduled	2,500,000	2,500,000
Total	**2,500,000**	**2,500,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		-	0%	-	-
2023-2024		-	0%	-	-
2024-2025		-	0%	-	-
2025-2026		-	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 connecting the dog park to the parking lot. 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	TBD
Bid/Award	TBD
Start 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

HVAC REPLACEMENT FOR CITY HALL AND POLICE DEPARTMENT

	Funding Sources	
Funding	**General Fund**	**Total**
2021-2022	300,000	300,000
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Unscheduled	-	-
Total	**300,000**	**300,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		240,000		-	240,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026			12%		
Unscheduled		-	0%	-	-
Subtotal		240,000		-	240,000
Contingency	25%	60,000		-	60,000
Totals		**300,000**		**-**	**300,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project would replace and/or upgrade the Heating and Air-conditioning units for the City Hall and Police Department facilities. The existing equipment is inefficient and beyond its useful life and needs to be replaced.

FUNDING SOURCES:

General Fund Equipment Replacement Fund reserves will be the funding source for this project.

ESTIMATED PROJECT SCHEDULE:

Design	TBD
Bids	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 1

Funding Sources		
Funding	**General CIP Fund**	**Total**
2021-2022	48,400	48,400
2022-2023	25,000	25,000
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**73,400**	**73,400**

Expenditure Categories					
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		38,700		-	38,700
2022-2023		19,350	3%	600	19,950
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		58,050		600	58,650
Contingency	25%	14,500		200	14,700
Totals		**72,550**		**800**	**73,350**

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 of 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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

CITY FACILITY ADA IMPROVEMENTS – PHASE 2

	Funding Sources	
Funding	**General CIP Fund**	**Total**
2021-2022	-	-
2022-2023	147,200	147,200
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**147,200**	**147,200**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		114,300	3%	3,400	117,700
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		114,300		3,400	117,700
Contingency	25%	28,600		900	29,500
Totals		**142,900**		**4,300**	**147,200**

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 2022
Construction	Spring/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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

LIBRARY IMPROVEMENTS

	Funding Sources		
Funding	**Measure S**		**Total**
2021-2022	2,716,000	-	2,716,000
2022-2023	-	-	-
2023-2024	-	-	-
2024-2025	-	-	-
2025-2026	-	-	-
Total	**2,716,000**	**-**	**2,716,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		2,172,800		-	2,172,800
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		2,172,800		-	2,172,800
Contingency	25%	543,200		-	543,200
Totals		**2,716,000**		**-**	**2,716,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

Funding for the renovation of the Scotts Valley Branch Library of $3.75 million is available from Measure S funds approved by voters in November 2016. The City also holds a share of excess proceeds in the County Library Fund. Some library projects (e.g., roof overlay, HVAC, repairs) were completed in FY 20/21 and the major renovations will occur in FY 21/22. This will include exterior and interior improvements including major seismic upgrades, enclosing the fireside room, constructing a new entrance vestibule, moving the circulation desks, redesignating areas for age groups, and updating fixtures, carpet, paint and landscaping.

FUNDING SOURCES:

Funding source for this project is the bond proceeds from Measure S Sales Tax revenues administered by Santa Cruz County. Additional funds are available from the County's Library Maintenance of Effort (MOE) excess proceeds.

ESTIMATED PROJECT SCHEDULE:

Complete improvement plans	Apr 2021
Issue Bids for Construction	Apr 2021
Construction	Aug 2021 – Jan 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

PUBLIC WORKS FACILITY IMPROVEMENTS

	Funding Sources	
Funding	**General CIP**	**Total**
2021-2022	-	-
2022-2023	805,000	805,000
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**805,000**	**805,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		625,000	3%	18,800	643,800
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		625,000		18,800	643,800
Contingency	25%	156,300		4,700	161,000
Totals		**781,300**		**23,500**	**804,800**

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 modulars are beyond their useful life and require replacement.

The solution being explored would replace the existing modular 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.

FUNDING SOURCES:
Funding for this project would be from the General CIP fund as a result of payback of the redevelopment agency loan from the Successor Redevelopment Agency.

ESTIMATED PROJECT SCHEDULE:

Concept	Complete
Final Engineering	Fall/Winter 2021
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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PUBLIC WORKS QUONSET HUT REPLACEMENT

	Funding Sources	
Funding	**General CIP**	**Total**
2021-2022	-	-
2022-2023	-	-
2023-2024	318,000	318,000
2024-2025	-	-
2025-2026	-	-
Total	**318,000**	**318,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		-	3%	-	-
2023-2024		250,000	6%	15,000	265,000
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		250,000		15,000	265,000
Contingency	20%	50,000		3,000	53,000
Totals		**300,000**		**18,000**	**318,000**

PROJECT PRIORITY CATEGORY[1]: B

PROJECT DESCRIPTION:

This project would replace the Quonset Hut building located in the Public Works Corporation Yard. The existing building is beyond its useful life and needs to be replaced.

FUNDING SOURCES:

Funding for this project would be from the General CIP fund as a result of payback of the redevelopment agency loan from the Successor Redevelopment Agency.

ESTIMATED PROJECT SCHEDULE:

Design	TBD
Bids	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

PUBLIC WORKS EQUIPMENT STORAGE BUILDING REPLACEMENT

	Funding Sources	
Funding	**General CIP**	**Total**
2021-2022	-	-
2022-2023	-	-
2023-2024	-	-
2024-2025	196,200	196,200
2025-2026	-	-
Total	**196,200**	**196,200**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		-		-	-
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		180,000	9%	16,200	196,200
2025-2026		-	12%	-	-
Subtotal		180,000		16,200	196,200
Contingency	0%	-		-	-
Totals		**180,000**		**16,200**	**196,200**

PROJECT DESCRIPTION:

This project would replace the equipment storage building located in the Public Works Corporation Yard. The existing building is beyond its useful life and needs to be replaced.

FUNDING SOURCES:

Funding for this project would be from the General CIP fund as a result of payback of the redevelopment agency loan from the Successor Redevelopment Agency.

ESTIMATED PROJECT SCHEDULE:

Design	Spring 2024
Bids	Summer 2024
Construction	Winter/Spring 2025

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.

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

POLICE DEPARTMENT LOCKER ROOM

Funding Sources		
Funding	**Police Facilities DIF**	**Total**
2021-2022	93,000	93,000
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	**93,000**	**93,000**

Expenditure Categories				
Expenditures	**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022	74,400		-	74,400
2022-2023	-	3%	-	-
2023-2024	-	6%	-	-
2024-2025	-	9%	-	-
2025-2026	-	12%	-	-
Subtotal	74,400		-	74,400
Contingency 25%	18,600		-	18,600
Totals	**93,000**		**-**	**93,000**

PROJECT PRIORITY CATEGORY[1]: A

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.

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:

Design	Summer 2021
Bids	Fall 2021
Construction	Fall 2021/Winter 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

POLICE DEPARTMENT ARMORY

	Funding Sources
Funding	Police Development Fees
2021-2022	-
2022-2023	66,300
2023-2024	-
2024-2025	-
2025-2026	-
Total	**66,300**

		Expenditure Categories			
Expenditures		Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022		-		-	-
2022-2023		51,500	3%	1,500	53,000
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		51,500		1,500	53,000
Contingency	25%	12,900		400	13,300
Totals		**64,400**		**1,900**	**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:

Design	Fall 2021
Bids	Winter 2021
Construction	Spring 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 WIDE NETWORK INFRASTRUCTURE UPGRADES

	Funding Sources		
Funding	**General CIP**	**WW Capital**	**Total**
2021-2022	145,000	40,000	185,000
2022-2023	-	-	-
2023-2024	-	-	-
2024-2025	-	-	-
2025-2026	-	-	-
Total	**145,000**	**40,000**	**185,000**

		Expenditure Categories			
Expenditures		**Estimated Project Cost**	**Inflation %**	**Inflation Escalation**	**Total**
2021-2022		137,000		-	137,000
2022-2023		-	3%	-	-
2023-2024		-	6%	-	-
2024-2025		-	9%	-	-
2025-2026		-	12%	-	-
Subtotal		137,000		-	137,000
Contingency	35%	48,000		-	48,000
Totals		**185,000**		**-**	**185,000**

PROJECT PRIORITY CATEGORY[1]: A

PROJECT DESCRIPTION:

This project is a one-time purchase to upgrade the City's network infrastructure to allow migration to an IP-based phone system and to provide greater network redundancy. Project will include purchase of power-over-Ethernet switches, wifi access points, and microwave point-to-point connectivity between buildings. Cabling costs are also included in this project, as some sites might require upgrade of existing CAT-5+ cabling within City facilities to fiber.

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:

Obtain bids	Summer/Fall 2021
Select Vendor	Fall 2021
Installation	Fall 2021/Spring 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.

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2021-22 to FY 2025-26

No.	Description	Priority	Proposed Funding Source (1)	New / Existing	Total	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	Unscheduled	Classification
Wastewater												
1	Wastewater Recovery Facility Master Plan	A	WWTP-C	New	200,000	50,000	100,000	50,000	-	-	-	CIP
2	PLC Upgrades	A	WWTP-C	Existing	40,000	40,000	-	-	-	-	-	CIP
3	Clarifier Superstructure and Walkways	A	WWTP-C	Existing	450,000	-	150,000	150,000	150,000	-	-	CIP
4	Bar Screen #2	A	WWTP-C	Existing	250,000	250,000	-	-	-	-	-	CIP
5	Upgrade Tertiary Treatment Pumps	A	TTF	New	400,000	265,000	135,000	-	-	-	-	CIP
6	Aeration Basin System Upgrade	A	WWTP-C	Existing	1,000,000	250,000	750,000	-	-	-	-	CIP
7	Stormwater LID	B	WWTP-C	Existing	300,000	-	-	-	150,000	150,000	-	CIP
8	Dump Truck	B	WWTP-C	New	110,000	110,000	-	-	-	-	-	Equipment
9	Sewer Vactor Truck	B	WWTP-C	Existing	250,000	-	250,000	-	-	-	-	Equipment
10	Effluent Pump Replacement	B	WWTP-C	Existing	620,000	-	110,000	110,000	200,000	200,000	-	CIP
11	Wastewater Offices Facility Improvements	B	WWTP-C	Existing	100,000	-	-	100,000	-	-	-	CIP
12	Facility Truck	B	WWTP-C	New	55,000	-	-	55,000	-	-	-	Equipment
13	Collection System Lift Stations	A	WWTP-C	New	1,700,000	-	530,000	580,000	260,000	330,000	-	CIP
14	Collection System Pipeline Upgrades	A	WWTP-C	New	1,230,000	200,000	50,000	430,000	260,000	290,000	-	CIP
15	Collection System Inspection and Monitoring Program	A	WWTP-C	New	500,000	100,000	100,000	100,000	100,000	100,000	-	CIP
	Total - Wastewater Projects				**7,205,000**	**1,265,000**	**2,175,000**	**1,575,000**	**1,120,000**	**1,070,000**	**-**	
Transportation												
16	Annual Street Maintenance/Resurfacing Program	A	GT/SB1	Existing	1,375,000	275,000	275,000	275,000	275,000	275,000	-	CIP
17	Annual Street Maintenance Program	A	GT	Existing	330,000	66,000	66,000	66,000	66,000	66,000	-	CIP
18	Bean Creek Road Pavement Rehabilitation	A	Meas D/ RSTPX	Existing	974,100	974,100	-	-	-	-	-	CIP
19	Mt. Hermon Road Median Improvements	B	TDIF	Existing	365,000	365,000	-	-	-	-	-	CIP
	Total Transportation Projects				**3,044,100**	**1,680,100**	**341,000**	**341,000**	**341,000**	**341,000**	**-**	
Storm Drains												
20	Storm Drain Trash Capture System	A	CIP	Existing	593,800	125,000	125,000	125,000	218,800	-	-	CIP
21	Storm Drain Master Plan Update	B	SD DIF	Existing	100,000	25,000	75,000	-	-	-	-	CIP
22	Pinecone Drive Draining Improvements	B	CIP	New	105,000	105,000	-	-	-	-	-	CIP
23	Sunridge Drive Stormwater Repair	B	CIP	New	62,500	62,500	-	-	-	-	-	CIP
	Total Storm Drain Projects				**861,300**	**317,500**	**200,000**	**125,000**	**218,800**	**-**	**-**	
Parks												
24	Parks ADA Improvements - Phase 1	A	Lennar	Existing	116,300	116,300	-	-	-	-	-	CIP
25	Parks ADA Improvements - Phase 2	A	Lennar	Existing	104,200	-	52,100	52,100	-	-	-	CIP
26	Senior Center ADA Improvements - Phase 2	A	CIP	Existing	74,000	-	74,000	-	-	-	-	CIP
27	Siltanen Family Swim Center Pool Resurfacing	B	CIP	Existing	15,000	15,000	-	-	-	-	-	CIP
28	New Lawn Mowers and Equipment	B	CIP	New	34,000	-	34,000	-	-	-	-	Equipment
29	Parks System Master Plan	B	Parks DIF	New	100,000	-	100,000	-	-	-	-	CIP
30	SkyPark Play Structure Equipment	B	P68; CIP; Unknown	Existing	980,000	223,000	-	-	-	-	757,000	Equipment
31	Hocus Pocus Park Play Structure Equipment	B	Parks DIF	Existing	520,000	-	-	-	-	520,000	-	Equipment
32	Brook Knoll and Vine Hill Daycare Modular Improvements	B	Unknown	Existing	2,317,500	-	-	-	-	-	2,317,500	CIP
33	SkyPark Tennis Area Improvements	C	Parks DIF; Lennar	Existing	50,000	50,000	-	-	-	-	-	CIP

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2021-22 to FY 2025-26

No.	Description	Priority	Proposed Funding Source (1)	New / Existing	Total	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	Unscheduled	Classification
34	Al Shugart Park Phase 1, 3 and 4 Construction	C	Unknown	Existing	2,500,000	-	-	-	-	-	2,500,000	CIP
	Total Parks Projects				**6,811,000**	**404,300**	**260,100**	**52,100**	**-**	**520,000**	**5,574,500**	
General Facilities												
35	HVAC Replacement for City Hall and Police Department	A	GF	New	300,000	300,000	-	-	-	-	-	Equipment
36	City Facility ADA Improvements - Phase 1	A	CIP	Existing	73,400	48,400	25,000	-	-	-	-	CIP
37	City Facility ADA Improvements - Phase 2	A	CIP	Existing	147,200	-	147,200	-	-	-	-	CIP
38	Library Improvements	A	Meas S; Lib MOE	Existing	2,716,000	2,716,000	-	-	-	-	-	CIP
39	Public Works Facility Improvements	A	CIP	Existing	805,000	-	805,000	-	-	-	-	CIP
40	Public Works Quonset Hut Replacement	B	CIP	Existing	318,000	-	-	318,000	-	-	-	CIP
41	Public Works Equipment Storage Building Replacement	B	CIP	Existing	196,200	-	-	-	196,200	-	-	CIP
	Total General Facilities				**4,555,800**	**3,064,400**	**977,200**	**318,000**	**196,200**	**-**	**-**	
Police												
42	Police Department Locker Room	A	Police DIF	Existing	93,000	93,000	-	-	-	-	-	CIP
43	Police Department Armory	C	Police DIF	Existing	66,300	-	66,300	-	-	-	-	CIP
	Total Police Projects				**159,300**	**93,000**	**66,300**	**-**	**-**	**-**	**-**	
Information Technology												
44	Citywide Network Infrastructure Upgrades	A	CIP; WWTP-C	Existing	185,000	185,000	-	-	-	-	-	CIP
	Total Information Technology Projects				**185,000**	**185,000**	**-**	**-**	**-**	**-**	**-**	
Total - All Projects					**22,821,500**	**7,009,300**	**4,019,600**	**2,411,100**	**1,876,000**	**1,931,000**	**5,574,500**	

(1) Funding Sources:

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

Transportation: Meas D = Measure D sales tax funds; GT/SB1 = Gas Tax and/or SB1 Road Maintenance and Rehabilitation Account funds; RSTPX - County RTC Special Projects; TDIF = Traffic Impact Mitigation Fees

Storm Drains: CIP - General CIP Fund; SD DIF = Storm Drain Development Impact Fees

Parks: CIP = General CIP Fund; Lennar = Lennar Trust Funds; Parks DIF = Parks & Recreation Development Impact Fees; P68 - Prop 68 Parks and Water Bond Act Grant

General Facilities: CIP = General CIP Fund; Fac DIF = Facilities Development Impact Fees; GF - General Fund/Equipment Replacement Fund; Lib DIF = Library Development Impact Fees; Lib MOE = Library County Maintenance of Effort (MOE) Funds; Meas S = Measure S Library Sales Tax Bond Financing

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 2021-22 to FY 2025-26

Funding Availability

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2021-22 to FY 2025-26

Fund Availability

			General Funds		Special Revenue Funds										
			01, 06	150	03	07	08	09	21	25	27	31	86	88	89	155
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	Library - County MOE Excess Distribution	Measure D - Sales Tax for Transportation
	Available Reserve Balance - 7/1/2021		N/A	883,000	270,000	36,000	690,000	380,000	(44,000)	680,000	230,000	-	360,000	630,000	355,000	90,000
	Projected Revenues - 5 years		N/A		2,916,400	85,000	334,700	309,100	62,000	-	64,500	403,500	118,000	2,180,300	242,700	1,634,400
	Anticipated Financing Sources															
	Projected Transfers In (Out) - 5 years (1)/(2)		(3,332,000)	3,332,000	-	-	-	-	-	-	-	-	-	-		-
	Available Funds for Projects		**N/A**	**4,215,000**	**3,186,400**	**121,000**	**1,024,700**	**689,100**	**18,000**	**680,000**	**294,500**	**403,500**	**478,000**	**2,810,300**	**597,700**	**1,724,400**
Priority A Projects																
1	Wastewater Recovery Facility Master Plan	Wastewater														
2	PLC Upgrades	Wastewater														
3	Clarifier Superstructure and Walkways	Wastewater														
4	Bar Screen #2	Wastewater														
5	Upgrade Tertiary Treatment Pumps	Wastewater														
6	Aeration Basin System Upgrade	Wastewater														
13	Collection System Lift Stations	Wastewater														
14	Collection System Pipeline Upgrades	Wastewater														
15	Collection System Inspection and Monitoring Program	Wastewater														
16	Annual Street Maintenance/Resurfacing Program	Transportation			1,375,000											
17	Annual Street Maintenance Program	Transportation			330,000											
18	Bean Creek Road Pavement Rehabilitation	Transportation										400,000				574,100
20	Storm Drain Trash Capture System	Storm Drain		593,800												
24	Parks ADA Improvements - Phase 1	Parks								116,300						
25	Parks ADA Improvements - Phase 2	Parks								104,200						
26	Senior Center ADA Improvements - Phase 2	Parks		74,000												
35	HVAC Replacement for City Hall and Police Department	General Facilities	300,000													
36	City Facility ADA Improvements - Phase 1	General Facilities		73,400												
37	City Facility ADA Improvements - Phase 2	General Facilities		147,200												
38	Library Improvements	General Facilities												2,716,000		
39	Public Works Facility Improvements	General Facilities		805,000												
42	Police Department Locker Room	Police									93,000					
44	Citywide Network Infrastructure Upgrades	IT		145,000												
	Total - Priority A Projects		**300,000**	**1,838,400**	**1,705,000**	**-**	**-**	**-**	**-**	**220,500**	**93,000**	**400,000**	**-**	**2,716,000**	**-**	**574,100**
	Total Funds Available after Priority A Projects			**2,376,600**	**1,481,400**	**121,000**	**1,024,700**	**689,100**	**18,000**	**459,500**	**201,500**	**3,500**	**478,000**	**94,300**	**597,700**	**1,150,300**

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2021-22 to FY 2025-26

Funding Availability

			General Funds		Special Revenue Funds											
			01, 06	150	03	07	08	09	21	25	27	31	86	88	89	155
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	Library - County MOE Excess Distribution	Measure D - Sales Tax for Transportation
Priority B Projects																
7	Stormwater LID	Wastewater														
8	Dump Truck	Wastewater														
9	Sewer Vactor Truck	Wastewater														
10	Effluent Pump Replacement	Wastewater														
11	Wastewater Offices Facility Improvements	Wastewater														
12	Facility Truck	Wastewater														
19	Mt. Hermon Road Median Improvements	Transportation					365,000									
21	Storm Drain Master Plan Update	Storm Drain				100,000										
22	Pinecone Drive Draining Improvements	Storm Drain		105,000												
23	Sunridge Drive Stormwater Repair	Storm Drain		62,500												
27	Siltanen Family Swim Center Pool Resurfacing	Parks		15,000												
28	New Lawn Mowers and Equipment	Parks		34,000												
29	Parks System Master Plan	Parks						100,000								
30	SkyPark Play Structure Equipment	Parks		45,000												
31	Hocus Pocus Park Play Structure Equipment	Parks						520,000								
32	Brook Knoll and Vine Hill Daycare Modular Improvements	Parks														
40	Public Works Quonset Hut Replacement	General Facilities		318,000												
41	Public Works Equipment Storage Building Replacement	General Facilities		196,200												
	Total - Priority B Projects		**-**	**775,700**	**-**	**100,000**	**365,000**	**620,000**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
	Total Funds Available after Priority B Projects			**1,600,900**	**1,481,400**	**21,000**	**659,700**	**69,100**	**18,000**	**459,500**	**201,500**	**3,500**	**478,000**	**94,300**	**597,700**	**1,150,300**
Priority C Projects																
33	SkyPark Tennis Area Improvements	Parks						30,000		20,000						
34	Al Shugart Park Phase 1, 3 and 4 Construction	Parks														
43	Police Department Armory	Police									66,300					
	Total - Priority C Projects		**-**	**-**	**-**	**-**	**-**	**30,000**	**-**	**20,000**	**66,300**	**-**	**-**	**-**	**-**	**-**
	Total Funds Available after Priority C Projects			**1,600,900**	**1,481,400**	**21,000**	**659,700**	**39,100**	**18,000**	**439,500**	**135,200**	**3,500**	**478,000**	**94,300**	**597,700**	**1,150,300**
	Total CIP Projects		300,000	2,614,100	1,705,000	100,000	365,000	650,000	-	240,500	159,300	400,000	-	2,716,000	-	574,100

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) Transfer from General Fund to General CIP fund from FY 2022/23 to 2025/26 for funds available from repayment of the loan receivable from the Successor Redevelopment Agency based on projected property taxes and paydown of enforceable obligations.

(2) Transfer from Wastewater Capital to Wastewater Tertiary Fund subject to increased tertiary rates charged to Scotts Valley Water District for use of tertiary water.

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2021-22 to FY 2025-26

Funding Availability

						Wastewater Funds			Unidentified	
			306	TBD	315	10, 12, 14	12	15		
No.	Description	Category	SLESF - COPS	Prop 68 Grants	Police Development Fees	Wastewater Capital	Wastewater Prop 1 Grant	Tertiary Treatment Plant	No Identified Funding Source	Totals
	Available Reserve Balance - 7/1/2021		170,000	-	70,000	2,240,900	-	28,400		
	Projected Revenues - 5 years		512,500	178,000	13,000	2,414,600	-	27,000		
	Anticipated Financing Sources					4,500,000				
	Projected Transfers In (Out) - 5 years (1)/(2)		-	-	-	(473,000)		473,000		
	Available Funds for Projects		**682,500**	**178,000**	**83,000**	**8,682,500**	**-**	**528,400**	**-**	
Priority A Projects										
1	Wastewater Recovery Facility Master Plan	Wastewater				200,000				200,000
2	PLC Upgrades	Wastewater				40,000				40,000
3	Clarifier Superstructure and Walkways	Wastewater				450,000				450,000
4	Bar Screen #2	Wastewater				250,000				250,000
5	Upgrade Tertiary Treatment Pumps	Wastewater						400,000		400,000
6	Aeration Basin System Upgrade	Wastewater				1,000,000				1,000,000
13	Collection System Lift Stations	Wastewater				1,700,000				1,700,000
14	Collection System Pipeline Upgrades	Wastewater				1,230,000				1,230,000
15	Collection System Inspection and Monitoring Program	Wastewater				500,000				500,000
16	Annual Street Maintenance/Resurfacing Program	Transportation								1,375,000
17	Annual Street Maintenance Program	Transportation								330,000
18	Bean Creek Road Pavement Rehabilitation	Transportation								974,100
20	Storm Drain Trash Capture System	Storm Drain								593,800
24	Parks ADA Improvements - Phase 1	Parks								116,300
25	Parks ADA Improvements - Phase 2	Parks								104,200
26	Senior Center ADA Improvements - Phase 2	Parks								74,000
35	HVAC Replacement for City Hall and Police Department	General Facilities								300,000
36	City Facility ADA Improvements - Phase 1	General Facilities								73,400
37	City Facility ADA Improvements - Phase 2	General Facilities								147,200
38	Library Improvements	General Facilities								2,716,000
39	Public Works Facility Improvements	General Facilities								805,000
42	Police Department Locker Room	Police								93,000
44	Citywide Network Infrastructure Upgrades	IT				40,000				185,000
	Total - Priority A Projects		**-**	**-**	**-**	**5,410,000**	**-**	**400,000**	**-**	**13,657,000**
	Total Funds Available after Priority A Projects		**682,500**	**178,000**	**83,000**	**3,272,500**	**-**	**128,400**	**-**	

Five-Year Capital Improvement Project and Capital Outlay Plan
FY 2021-22 to FY 2025-26

Funding Availability

						Wastewater Funds			Unidentified	
			306	TBD	315	10, 12, 14	12	15		
No.	Description	Category	SLESF - COPS	Prop 68 Grants	Police Development Fees	Wastewater Capital	Wastewater Prop 1 Grant	Tertiary Treatment Plant	No Identified Funding Source	Totals
Priority B Projects										
7	Stormwater LID	Wastewater				300,000				300,000
8	Dump Truck	Wastewater				110,000				110,000
9	Sewer Vactor Truck	Wastewater				250,000				250,000
10	Effluent Pump Replacement	Wastewater				620,000				620,000
11	Wastewater Offices Facility Improvements	Wastewater				100,000				100,000
12	Facility Truck	Wastewater				55,000				55,000
19	Mt. Hermon Road Median Improvements	Transportation								365,000
21	Storm Drain Master Plan Update	Storm Drain								100,000
22	Pinecone Drive Draining Improvements	Storm Drain								105,000
23	Sunridge Drive Stormwater Repair	Storm Drain								62,500
27	Siltanen Family Swim Center Pool Resurfacing	Parks								15,000
28	New Lawn Mowers and Equipment	Parks								34,000
29	Parks System Master Plan	Parks								100,000
30	SkyPark Play Structure Equipment	Parks		178,000					757,000	980,000
31	Hocus Pocus Park Play Structure Equipment	Parks								520,000
32	Brook Knoll and Vine Hill Daycare Modular Improvements	Parks							2,317,500	2,317,500
40	Public Works Quonset Hut Replacement	General Facilities								318,000
41	Public Works Equipment Storage Building Replacement	General Facilities								196,200
	Total - Priority B Projects		**-**	**178,000**	**-**	**1,435,000**	**-**	**-**	**3,074,500**	**6,548,200**
	Total Funds Available after Priority B Projects		**682,500**	**-**	**83,000**	**1,837,500**	**-**	**128,400**	**(3,074,500)**	
Priority C Projects										-
33	SkyPark Tennis Area Improvements	Parks								50,000
34	Al Shugart Park Phase 1, 3 and 4 Construction	Parks							2,500,000	2,500,000
43	Police Department Armory	Police								66,300
	Total - Priority C Projects		**-**	**-**	**-**	**-**	**-**	**-**	**2,500,000**	**2,616,300**
	Total Funds Available after Priority C Projects		**682,500**	**-**	**83,000**	**1,837,500**	**-**	**128,400**	**(5,574,500)**	
	Total CIP Projects		-	178,000	-	6,845,000	-	400,000	5,574,500	22,821,500

Priority descriptions:

- **Priority A** – project is **essential/critical** to health and safety or legal/regu
- **Priority B** – project is **important** to maintaining health and safety or main
- **Priority C** – project is **deferrable** and would only be implemented to the e

Footnote:

(1) Transfer from General Fund to General CIP fund from FY 2022/23 to 202
Redevelopment Agency based on projected property taxes and paydown

(2) Transfer from Wastewater Capital to Wastewater Tertiary Fund subject to