



AGENDA

Meeting of the
Scotts Valley City Council
REMOTE ACCESS ONLY

Date: May 19, 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/84044531894 <i>See information below for how to participate.</i>	The agenda was posted 05-14-21 at City Hall and on the Internet at www.scottsvally.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/84044531894>
- 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: 840 4453 1894

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 Jim Reed, Vice Mayor Jack Dilles, Council Member Randy Johnson, Council Member Donna Lind, Council Member	Tina Friend, City Manager Kirsten Powell, City Attorney Steve Walpole, Chief of Police Taylor Bateman, Community Development Director Casey Estorga, Administrative Services Director Scott Hamby, Interim Public Works Director 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/84044531894>

Date: May 19, 2021

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 5-5-21
- B. Approve check registers dated 5-7-21
- C. Approve Resolution No. 1851.8 temporarily closing a portion of Scotts Valley Drive for the City's 4th of July Parade
- D. Approve Resolution No. 1975.1 extending the order authorizing the use of electronic signatures through December 31, 2021
- E. Approve Resolution No. 1977.1 extending the order of the Director of Civil Defense and Disaster authorizing a process for use permits for businesses affected by Shelter In Place Orders and authorize and direct City staff to develop guidelines and a streamlined program to establish permanent outdoor dining in the City of Scotts Valley
- F. Approve the Third Amendment to the Joint Powers Authority Agreement establishing the Santa Cruz County Library Financing Authority, and authorize the City Manager to sign the amendment

- G. Authorize the City Manager to execute a professional services agreement, and any amendments thereto, with OpenGov, Inc., in a form approved by the City Attorney, for the procurement, deployment, training and maintenance costs for permitting, licensing and code enforcement software services in an amount not to exceed \$191,825

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. Consider adoption of the final version of the Housing for a Healthy Santa Cruz: A Strategic Framework for Addressing Homelessness in Santa Cruz County to guide the work of the City of Scotts Valley alongside the County of Santa Cruz through December 31, 2023 (City Manager Friend)
2. Review of Preliminary FY 2021-22 Annual Budget, Five-Year Financial Plan and Ten-Year General Fund Financial Forecast (City Manager Friend and Administrative Services Director Estorga)
3. Consideration of Assembly Bill 1344, State Department of Public Health: Needle and Syringe Exchange Services (City Manager Friend)
4. 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

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.



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; Voice to TTY/VCO/HCO: English 1-800-735-2922, Spanish 1-800-855-3000; or, from or to Speech-to-Speech, English & Spanish 1-800-854-7787), provides Telecommunications Devices for the Deaf and Disabled and will provide a link between the TDD caller and users of telephone equipment.



MINUTES

Meeting of the Scotts Valley City Council

Date: May 5, 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 4-30-21 at City Hall and on the Internet at www.scottsvally.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:

Derek Timm, Mayor
Jim Reed, Vice Mayor
Jack Dilles, Council Member
Donna Lind, Council Member
Randy Johnson, Council Member

CITY STAFF MEMBERS PRESENT:

Tina Friend, City Manager
Kirsten Powell, City Attorney
Steve Walpole, Chief of Police
Taylor Bateman, Community Development Director
Casey Estorga, Administrative Services Director
Scott Hamby, Interim Public Works Director
Tracy Ferrara, City Clerk

COMMITTEE REPORTS

CM Dilles reported that the Santa Margarita Groundwater Association met and is continuing their preparation and review of the Groundwater Sustainability Plan that is due to be completed in January 2022.

CM Lind reported that the Criminal Justice Council Regional Policy Review Committee met and they are continuing to work on policies and procedures for consistency throughout the agencies.

CM Lind reported that the 4th of July Parade Planning Committee has been meeting and applications are available on the City's website at the following link:
<http://scottsvally.org/CivicAlerts.aspx?AID=126>

VM Reed reported that the Fiscal Sustainability Committee met and reviewing upcoming budget information.

Mayor Timm reported that the Measure S Renovations Subcommittee met and they are continuing to work on plans for improvements to the Scotts Valley Library exterior and interior.

CITY MANAGER REPORT

Scotts Valley Library:

- Measure S renovations are scheduled to be completed in early 2022.
- The Library is scheduled to open to the public with active browsing on May 17th. Be sure to check the Library website for hours and restrictions.

New Employee: CM Friend introduced Casey Estorga, the City's new Administrative Services Director.

Project Updates:

- Next week, construction is scheduled to begin on the new sidewalk on Bluebonnet Lane. This project will construct about 430' of new sidewalk, filling in the existing gap so that both sides of Bluebonnet Lane will have contiguous sidewalks. Construction should take 2-3 weeks. No traffic impacts are expected.
- Next week, the PG&E Camp Evers Substation on Mt. Hermon Road will receive a new screening wall. The vegetation was cleared for safety reasons and the City has been working with PG&E to screen the facility as much as practicable from Mt. Hermon Road.
- Skypark Fields. With the CalFire Basecamp staged at Skypark, the fields sustained significant damage. The sprinkler system is cracked throughout and there is compaction in areas, leading to deep depressions. The City is reassessing the damage with the aim to streamline the design and construction work and return the fields to use as soon as possible. The City also had its claims process transferred from FEMA to the State.

CDBG:

- The City is applying for our CDBG-CV funds – \$250,000 in business assistance grants and \$94,000 for the expansion of the Boys and Girls Clubs, Scotts Valley child care programs.
- The City will be holding a public hearing at the end of May for CDBG Program Income funds, up to \$550,000 over the next three fiscal years. Public Hearing notice will be posted soon.

City and Boys and Girls Clubs Partnership: Our expanded childcare offering called Camp Scotts Valley will be held at the Scotts Valley Community Center from June 14th through August 6th. There will be four two-week sessions. Registration began on May 3rd and additional information is available on the Boys and Girls Clubs website at the following link: <https://boysandgirlsclub.info/summer-day-camp/>

4th of July Parade: The parade application is available on the City's website at the following link: <http://scottsvalley.org/CivicAlerts.aspx?AID=126>. The City will be sure to keep up on the guidelines in order to provide a safe and fun event.

FY 2021/22 Budget Release: The City's budget will be posted on the website early next week and will be discussed at the next regular City Council meeting on May 19th.

PUBLIC COMMENT TIME

Ilo Nilsson, Bluebonnet Lane resident, thanked the City Council and City Staff for completing the sidewalk and bike lanes that are being constructed on for Bluebonnet Lane, thanked them for the PG&E buffer that is being constructed and the upcoming 4th of July Parade.

ALTERATIONS TO CONSENT AGENDA

M/S: Lind/Dilles

To approve the Consent Agenda.

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

CONSENT AGENDA

- A. Approve City Council minutes of 4-21-21
- B. Approve check registers dated 4-23-21, 4-30-21
- C. Approve Resolution No. 1955.13 modifying the salary schedule for the Senior Planner class specification
- D. Ratify the appointment of Gillian McGlaze to serve on Parks and Recreation Commission, with an effective date of May 5, 2021

ALTERATIONS TO REGULAR AGENDA

M/S: Lind/Johnson

To approve the Regular Agenda.

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

REGULAR AGENDA

1. **Consideration of Project-Specific City Council Committee on Economic Recovery**

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

M/S: Reed/Lind

To approve Resolution No. 1959.8 Establishing a Temporary Project Specific Council Economic Recovery Committee and to appoint Council Members Timm and Johnson to serve on the Committee.

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

PUBLIC HEARING(S) (To be heard after 6:30 p.m.)

2. **Consider approval of Proposed FY 2021/22 Master Fees and Charges**

CM Friend and Financial Consultant Steve Toler presented the written staff report, provided a PowerPoint presentation and responded to questions from Council.

PUBLIC HEARING OPENED – 6:42 PM

No one came forward.

PUBLIC HEARING CLOSED – 6:43 PM

M/S: Johnson/Lind

To approve Resolution No. 1198.72 approving the Master Fees and Charges Schedule for FY 2021/22 for City Planning, Building, Public Works, Police, Administrative, Parks & Recreation, and Senior Center fees with an effective date of 7/6/2021.

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

REGULAR AGENDA (resumed)

3. **Consider approval of Resolution No. 1996 expressing the City of Scotts Valley's interest in a viability study for a Central Coast Public Bank**

CM Friend presented the written staff report and responded to questions from Council. She stated that the resolution in the packet had a typo that did not include the clause after "NOW, THEREFORE, BE IT RESOLVED AND ORDERED as follows" and language was added as follows to correct the resolution:

"The City Council of the City of Scotts Valley expresses interest in participating in a viability study for a Central Coast Public Bank."

George Riley, People for Public Banking, provided a PowerPoint presentation and responded to questions from Council.

Reed Geisreiter, People for Public Banking, responded to questions from Council.

City Council directed staff to include a message to the County of Santa Cruz with the approved resolution, encouraging a full and robust viability study of the pros and cons of public banking, to include staffing and related costs, be performed.

M/S: Lind/Dilles

To approve Resolution No. 1996 expressing the City of Scotts Valley's interest in a viability study for a Central Coast Public Bank as corrected.

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

4. Consider participation in the Grow Santa Cruz Revolving Loan Program

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

M/S: Dilles/Lind

To authorize the City Manager to enter into a Grow Santa Cruz County Revolving Loan Program Memorandum of Understanding with jurisdictions within the County, the Small Business Development Center and the National Development Council, in a form to be approved by the City Attorney; and, direct staff, in partnership with the Scotts Valley Chamber of Commerce, to carry out the duties of supporting the Grow Santa Cruz Revolving Loan Program for the City of Scotts Valley.

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

5. Future Council agenda items

CM Lind requested a future agenda item to discuss a Youth Action Network when additional information is received.

Mayor Timm requested a future agenda item regarding the upcoming fire season and emergency preparedness.

CLOSED SESSION: Mayor Timm announced that City Council would be going into closed session to discuss the following:

- (1) Conference with labor negotiator re employee negotiations with Scotts Valley Police Bargaining Unit and the 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 7:50 pm.

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk



MINUTES

Special Closed Session Meeting of the Scotts Valley City Council

Date: May 5, 2021

Time: 6:45 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 4-30-21 at City Hall and on the Internet at www.scottsvally.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
Casey Estorga, Administrative Services Director
Tim Davis, Labor Negotiator

CALL TO ORDER 6:45 PM

The City Council meeting was called to order at 7:55 pm on 5-5-2021.

CONVENE TO CLOSED SESSION

CLOSED SESSION SUBJECT(S)

The City Council convened to closed session at 8:55 pm to discuss the following items:

- (1) Conference with labor negotiator re employee negotiations with Scotts Valley Police Bargaining Unit and the 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

RECONVENE TO OPEN SESSION

The City Council reconvened to open session at 9:30 pm.

REPORT ON ACTION TAKE DURING CLOSED SESSION

Mayor Timm announced that there was nothing to report.

ADJOURNMENT

The meeting adjourned at 9:30 pm.

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

SCOTTS VALLEY ACCOUNTS PAYABLE
05/07/2021 11:14:36 Check Register

CITY OF SCOTTS VALLEY
GL050S-V08.15 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 050721 COMMENT... 05/07/2021 A/P

DATA-JE-ID DATA COMMENT

W-05072021-182 05/07/2021 A/P

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

BANK	VENDOR	CHECK#	DATE	AMOUNT	
BA	GENERAL CHECKING ACCOUNT				
	000097 AT&T	121445	05/07/21	504.61	
	001373 BAY TREE, LLC	121446	05/07/21	3,620.38	
	003170 BOGARD CONSTRUCTION INC	121447	05/07/21	6,872.50	
	000437 BRASS KEY LOCKSMITH	121448	05/07/21	197.00	
	001566 BUSINESS WITH PLEASURE	121449	05/07/21	453.22	
	001633 CAL-WEST LIGHTING & SIGN	121450	05/07/21	1,844.97	
	003119 CALIFORNIA SOCIETY OF	121451	05/07/21	110.00	
	003887 CHEUNG/ATHENA	121452	05/07/21	50.00	
	003990 DIBENEDETTO/GUNNAR	121453	05/07/21	100.00	
	001362 DUNCAN AUTO TECH	121454	05/07/21	1,280.88	
	001537 DYNAMIC PRESS	121455	05/07/21	45.00	
	000202 FEDERAL EXPRESS	121456	05/07/21	303.73	
	001881 GRAINGER	121457	05/07/21	38.07	
	003706 GRANADOS/JUSTIN	121458	05/07/21	50.00	
	003127 GRUNDY/LAURIE	121459	05/07/21	158.99	
	003944 HEBARD/TYLER	121460	05/07/21	50.00	
	000283 HOSE SHOP	121461	05/07/21	25.70	
	003996 JOHNSON & CODY ELECTRIC,	121462	05/07/21	292.50	
	001903 JONES/KIMARIE	121463	05/07/21	883.60	
	001660 KING/KATI	121464	05/07/21	312.29	
	003761 LEDGER/CHASE	121465	05/07/21	50.00	
	000078 LLOYD'S TIRE SERVICE INC	121466	05/07/21	261.55	
	003913 LONG/AMANDA	121467	05/07/21	50.00	
	003565 MANAGEMENT PARTNERS	121468	05/07/21	22,111.78	
	001591 MARKELL/ROD	121469	05/07/21	1,974.00	
	001815 MC GRATH/TRISH	121470	05/07/21	50.00	
	003171 MICHALAK/GENE	121471	05/07/21	125.00	
	000218 MID VALLEY SUPPLY	121472	05/07/21	528.31	
	000088 NORTH BAY FORD-LINCOLN-	121473	05/07/21	1,030.17	
	003989 OLSON/CODY	121474	05/07/21	100.00	
	003766 ORMONDE/ROBERT	121475	05/07/21	50.00	
	001097 PRODESSE PROPERTY GROUP	121476	05/07/21	3,523.52	
	003675 REDER DDS/SETH	121477	05/07/21	202.00	
	003481 REGIONAL WATER MGMT FOUN	121478	05/07/21	5,000.00	
	000126 SANTA CRUZ FIRE EQUIPMEN	121479	05/07/21	756.75	
	003367 SANTA CRUZ LIVE SCAN, IN	121480	05/07/21	30.00	
	002065 SOTO/ART	121481	05/07/21	50.00	
	003252 STEVENS/BRENDA	121482	05/07/21	50.00	
	003997 SYAR INDUSTRIES, INC.	121483	05/07/21	1,044.82	
	001085 SYCAL ENGINEERING INC	121484	05/07/21	337.50	
	003973 THOMAS/TYLER	121485	05/07/21	50.00	
	001560 TRITON CONSTRUCTION	121486	05/07/21	300.00	
	000098 TROWBRIDGE ENTERPRISES	121487	05/07/21	1,654.04	
	000754 UPS STORE/THE	121488	05/07/21	266.01	
	003924 VIRTUAL PROJECT MANAGER	121489	05/07/21	1,000.00	
	003708 YORK FRAMING	121490	05/07/21	510.66	
	GENERAL CHECKING ACCOUNT			58,299.55	***

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
05/07/2021 11:14:36
GL540R-V08.15 PAGE 2

Check Register

BANK	VENDOR	CHECK#	DATE	AMOUNT
REPORT TOTALS:				58,299.55

RECORDS PRINTED - 000070

SCOTTS VALLEY ACCOUNTS PAYABLE
CITY OF SCOTTS VALLEY
05/07/2021 11:14:36
GL060S-V08.15 RECAPPAGE

Check Register

GL540R

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
----	-----	
001	GENERAL	34,475.01
010	WASTEWATER OPERATIONS	6,798.54
019	AFFORDABLE HOUSING	1,974.00
023	SVRDA SUCCESSOR AGENCY	7,143.90
088	LIBRARY FACILITIES-MEAS "S"	6,872.50
112	DENTAL INS INTERNAL SERV	1,035.60
TOTAL ALL FUNDS		58,299.55

BANK RECAP:

BANK	NAME	DISBURSEMENTS
----	-----	
BA	GENERAL CHECKING ACCOUNT	58,299.55
TOTAL ALL BANKS		58,299.55

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: May 19, 2021

TO: Honorable Mayor and City Council

FROM: Steve Walpole, Chief of Police

APPROVED: Tina Friend, City Manager

SUBJECT: **ROAD CLOSURE FOR CITY'S 4TH OF JULY PARADE**

SUMMARY OF ISSUE

On July 4, 2021, the City of Scotts Valley will celebrate Independence Day by hosting a parade along Scotts Valley Drive. The proposed parade route will begin at Carbonero Way, travel northbound to El Pueblo Road, then circle back and return to Carbonero Way. The roadway will be closed in both directions in order to maximize pedestrian/audience safety, with police officers, private security, and volunteers manning various driveways and barricaded sections along the parade route.

The parade will begin at 3:00 p.m. Anticipated participants for the parade include antique/classic car enthusiasts, children's groups (such as 4H, cub scouts, etc.), dance groups, martial arts clubs, bicyclists, pets, emergency vehicles, service clubs, floats, and other local organizations.

Closure of the roadway will require the City Council to adopt a resolution in compliance with California Vehicle Code 21101(e). Appropriate notice letters will be distributed to affected businesses and residences, and the police department will further alert the public via the mobile radar trailer message board prior to the event. A press release will be issued for media coverage and sent to affected agencies (such as fire, ambulance, transit, sheriff, CHP, Metro).

FISCAL IMPACT

Additional overtime will be necessary for police staff to work this event. Approximately five police officers (in addition to the two already working patrol July 4th) will be required to work this event from 1:00 p.m. to 5:00 p.m. The cost will be absorbed by the Police Department's overtime budget. Additional needed resources such as security and supplies to safely close the road will be expended from the budget approved by the City Council at its April 21, 2021 meeting. Donations for the parade are expected to defray a portion, if not all, of the parade costs.

STAFF RECOMMENDATION

It is recommended that the City Council approve Resolution No. 1851.8 establishing a road closure along the above specified route of Scotts Valley Drive in order to host a parade in celebration of Independence Day on July 4, 2021.

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
Resolution No. 1851.8.....	3

RESOLUTION NO. 1851.8

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SCOTTS VALLEY TEMPORARILY CLOSING A PORTION OF
SCOTTS VALLEY DRIVE FOR THE CITY'S 4TH OF JULY PARADE**

WHEREAS, in celebration of Independence Day, the City has planned a parade to be held on July 4, 2021; and

WHEREAS, the parade route shall be along Scotts Valley Drive from Carbonero Way, travel northbound to El Pueblo Road, and then circle back and return to Carbonero Way; and

WHEREAS, participants in the parade and spectators will utilize all lanes of Scotts Valley Drive; and

WHEREAS, it is necessary to temporarily close Scotts Valley Drive from Carbonero Way to El Pueblo Road for the safety and protection of the participants and spectators of the parade.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Scotts Valley hereby orders the temporary closure of Scotts Valley Drive from Carbonero Way to El Pueblo Road from 2:00 p.m. until 5:00 p.m. on July 4, 2021. Such road closure shall be posted along the parade route by June 25, 2021.

The above and foregoing resolution was adopted at a duly held regular meeting of the City Council on the 19th of May, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: May 19, 2021

TO: Honorable Mayor and City Council

FROM: Kirsten Powell, City Attorney

SUBJECT: **EXTENSION OF ORDER IMPLEMENTING THE USE OF
ELECTRONIC SIGNATURES DURING THE LOCAL
EMERGENCY**

SUMMARY OF ISSUE

On April 15, 2020, the City Council confirmed an order of the Director of Civil Defense and Disaster authorizing the use of electronic signatures during the public health emergency caused by COVID-19. At that time, a Shelter In Place order was issued and businesses were ordered to close. In order to enable the business of the City to continue while also complying with the various health orders in place, the use of electronic signatures was implemented.

Since that time, the Shelter in Place orders have been lifted; however, the risk of COVID-19 still exists. The State has implemented a Blueprint for Reopening which assigns counties to various tiers depending on the prevalence of COVID-19 in that community. Santa Cruz County is currently in the Orange Tier under the Blueprint. In that tier, teleworking is still required of many workers. Therefore, in order to continue to comply with the health orders in place, staff is recommending that the order authorizing the use of electronic signatures be extended to December 31, 2021.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” with the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines sections 15320, 15378 and 15061(b)(3) as it is an organizational structure change and does not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

The electronic signature program cost is approximately \$300 per year.

STAFF RECOMMENDATION

It is recommended that the City Council approve Resolution No. 1975.1 extending the order authorizing the use of electronic signatures through December 31, 2021.

TABLE OF CONTENTS

PAGE

Resolution No. 1975.1	3
-----------------------------	---

RESOLUTION NO. 1975.1

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY
EXTENDING THE ORDER OF THE DIRECTOR OF CIVIL DEFENSE AND
DISASTER OF THE CITY OF SCOTTS VALLEY IMPLEMENTING THE
USE OF ELECTRONIC SIGNATURES**

WHEREAS, for the past 15 months, the world has been battling the COVID-19 pandemic;
and

WHEREAS, on March 16, 2020, the Health Officer of Santa Clara County issued an order requiring all individuals living in the County to shelter at their place of residence and directing all businesses and governmental agencies to cease all non-essential operations at physical locations in the County (Shelter In Place Order); and

WHEREAS, to protect life and property during the Shelter in Place Order, the Director of Civil Defense and Disaster issued an order permitting the use of electronic signatures on various City documents so as to reduce the interaction among City representatives and the possible spread of COVID-19; and

WHEREAS, on April 15, 2020, the City Council ratified the Order; and

WHEREAS, as the case rates of COVID-19 have declined and vaccinations have become available, the Shelter in Place order has been lifted; however, people are still encouraged to work from home and limit interaction with others; and

WHEREAS, in order to limit interaction with City staff and elected officials, the City Council desires to extend the Order until December 31, 2021.

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

The order issued by the Director of Civil Defense and Disaster on March 27, 2020, and ratified by the City Council on April 15, 2020, a copy of which is attached hereto, is hereby modified to allow the use of electronic signatures until December 31, 2021.

The above and foregoing Resolution was duly and regularly adopted by the City Council of the City of Scotts Valley at a regular meeting held on the 19th day of May, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: May 19, 2021

TO: Honorable Mayor and City Council

FROM: Kirsten Powell, City Attorney

SUBJECT: **EXTENSION OF THE ORDER OF THE DIRECTOR OF CIVIL DEFENSE AND DISASTER AUTHORIZING A PROCESS FOR USE PERMITS FOR BUSINESSES AFFECTED BY THE SHELTER IN PLACE ORDERS AND DIRECTION TO ESTABLISH A PERMANENT OUTDOOR DINING PROGRAM**

SUMMARY OF ISSUE

On September 16, 2020, the City Council confirmed an order of the Director of Civil Defense and Disaster authorizing an administrative process to consider use permits for businesses affected by the health orders in place to battle COVID-19. At that time, occupancy restrictions and closures were significantly impacting the business community in Scotts Valley. The order enabled the City to act quickly to permit business to operate outdoors. Under the order, all permits issued would expire on December 31, 2020.

Since that time, the restrictions have been reduced; however, the business community continues to struggle, especially the restaurant sector which suffered some of the highest losses during COVID-19 and has the longest projected recovery timeline to achieve 2019 levels of business.

The State implemented a Blueprint for Reopening which assigns counties to various tiers depending on the prevalence of COVID-19 in that community. Santa Cruz County is currently in the Orange Tier under the Blueprint. In that tier, restaurants can operate indoors only at 50% capacity; therefore, outdoor dining is critical to a restaurant's survival. Moreover, as customers return to restaurant dining, it has been reported that some customers feel more comfortable in an outdoor dining section rather than eating inside. By extending the permits previously issued for outdoor dining, restaurants will be able to increase their total capacity, provide for an outdoor dining option to encourage customers and continue to operate in Scotts Valley. Therefore, staff is recommending that all permits issued under the order authorizing an administrative process to consider use permits for businesses affected by the health orders in place to battle COVID-19 be extended to December 31, 2021.

Aside from the benefit of continuing outdoor dining in the short-term to support post-pandemic recovery, the City received input that businesses and customers alike enjoy the outdoor dining and may wish to continue it in a permanent capacity. The City Council's Local Business Recovery Committee, which was charged with supporting local businesses during the pandemic, recommended that the City explore a program to provide a clear pathway for permanent outdoor dining. Under current City codes, outdoor dining already is possible. If directed by the City Council, staff will prepare simplified guidelines and a roadmap for businesses and property owners to establish permanent outdoor dining areas, which will be returned to the City Council for discussion and approval, expected to occur in early 2022.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" with the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15305 as it is a minor alteration in land use limitations.

FISCAL IMPACT

Extending these permits through December 31, 2021, will take minimal staff time. No fee is proposed for these extensions so staff time will not be offset by corresponding revenues. Otherwise, there is no impact to the General Fund.

STAFF RECOMMENDATION

It is recommended that the City Council approve Resolution No. 1977.1 extending the order of the Director of Civil Defense and Disaster authorizing a process for use permits for businesses affected by Shelter In Place Orders.

It is recommended that the City Council direct City staff to develop guidelines and a streamlined program to establish permanent outdoor dining in the City of Scotts Valley.

TABLE OF CONTENTS

PAGE

Resolution No. 1977.1	3
-----------------------------	---

RESOLUTION NO. 1977.1

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SCOTTS VALLEY EXTENDING THE ORDER OF THE DIRECTOR OF CIVIL DEFENSE AND DISASTER FINDING AN OVERRIDING PUBLIC INTEREST TO ALLOW THE COMMUNITY DEVELOPMENT DIRECTOR TO ISSUE EMERGENCY TEMPORARY USE PERMITS TO ENABLE BUSINESSES AFFECTED BY COVID-19 TO OPERATE OUTDOORS

WHEREAS, for the past 15 months, the world has been battling the COVID-19 pandemic;
and

WHEREAS, in order to protect the citizens and prevent the spread of COVID-19, federal,
state and local orders were implemented which restricted businesses from operating; and

WHEREAS, on September 16, 2020, with the aim to assist businesses in the City, the
City Council ratified an order of Director of Civil Defense and Disaster authorizing an
administrative process for use permits to enable businesses to operate outdoors in
compliance with the various restrictions; and

WHEREAS, pursuant to that order, any administratively approved permits were set to
expire December 31, 2020; and

WHEREAS, although a majority of the restrictions on businesses have been lifted, the
businesses are still suffering financial hardships; and

WHEREAS, in order to continue to support local businesses and assist with their
recovery, the City desires to continue to allow businesses to operate outdoors.

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

The order issued by the Director of Civil Defense and Disaster on September 2, 2020,
and ratified by the City Council on September 16, 2020, a copy of which is attached
hereto, is hereby modified to extend the date for administratively approved use permits
for outside dining to December 31, 2021.

The above and foregoing Resolution was duly and regularly adopted by the City Council of the City of Scotts Valley at a regular meeting held on the 19th day of May, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Derek Timm, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: May 19, 2019

TO: Honorable Mayor and City Council

FROM: Tina Friend, City Manager

**SUBJECT: THIRD AMENDMENT TO THE LIBRARY FINANCING
AUTHORITY JOINT POWERS AGREEMENT**

SUMMARY OF ISSUE

Financing of public library services in the County is provided through the Santa Cruz County Library Financing Authority (LFA), a Joint Powers Authority formed in 1996 by the County of Santa Cruz and the cities of Santa Cruz, Watsonville, Scotts Valley and Capitola, established for the purpose of consolidating and providing for equitable financing of library services. LFA funding is currently provided through the proceeds of the voter-approved ¼-cent sales tax for libraries (Measure R) and from jurisdictional contributions (also referred to as Maintenance of Effort contributions) from the cities of Santa Cruz and Watsonville and the County Library Fund, which includes Capitola and Scotts Valley.

Under the original LFA agreement approved in June 1996, the cities of Santa Cruz and Watsonville contributed a fixed amount from their general funds, and the County Library Fund contributed an amount based on property taxes collected in the unincorporated area and cities of Capitola and Scotts Valley. When the LFA was established, the City of Santa Cruz contributed more than the County Library Fund based on population, and these amounts were intended to equalize. That occurred in approximately 15 years, and the County Library Fund's contribution continued to grow from property taxes. In December 2015, the jurisdictions amended the LFA agreement to establish a five-year term through June 30, 2021 and to adjust the contributions as follows:

- **County Library Fund** - The County Library Fund contributes a fixed amount of approximately \$5 million annually beginning in FY 2016-17. The County Board of Supervisors allocates any excess property taxes in the Library Fund for exclusive use on library improvements or services at County Library Fund branches in consultation with the cities of Capitola and Scotts Valley and library staff.
- **City of Santa Cruz** - The City of Santa Cruz contributes an amount that increases \$70,000 annually beginning in FY 2016-17. The Santa Cruz City Council allocates an additional \$30,000 annually for exclusive use on library improvements or services at City branches in consultation with library staff.

- **City of Watsonville** - The City of Watsonville contributes a fixed amount and receives a fixed distribution, beginning a phased down approach to reach the targeted level of funding based on the population served. The remaining amount available from contributions is distributed to the Santa Cruz City/County Library System.

The jurisdictions wish to further amend the LFA agreement to increase the contributions for the City of Santa Cruz and the County Library Fund in FY 2021-22 while a long-term agreement is reached that takes into consideration the funding of major maintenance at branches. Staff are also updating the schedule for Watsonville target funding based on the population served and property tax growth.

The attached Third Amendment to the Joint Exercise of Powers Agreement Establishing the Santa Cruz County Library Financing Authority provides for the following:

- Establishes contributions for FY 2021-22
 - County Library Fund = \$5,322,541 (\$250,000 or 5% increase)
 - City of Santa Cruz = \$1,814,751 (\$70,000 or 4% increase)
 - City of Watsonville = \$541,685 (no change)
- Updates budget process and disbursement of funds, maintaining existing procedures
- Extends the term through June 30, 2022
- Other minor clean up to general provisions and indemnification

FISCAL IMPACT

There is no fiscal impact to the City of Scotts Valley, as taxes from City residents are paid to the County Library Fund.

STAFF RECOMMENDATION

It is recommended that the City Council approve the Third Amendment to the Joint Powers Authority Agreement establishing the Santa Cruz County Library Financing Authority, and authorize the City Manager to sign the amendment.

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
Third Amendment to the Joint Powers Agreement Establishing the Santa Cruz County Library Financing Authority.....	3

THIRD AMENDMENT TO THE JOINT EXERCISE OF POWERS AGREEMENT ESTABLISHING THE SANTA CRUZ COUNTY LIBRARY FINANCING AUTHORITY

WHEREAS, the Santa Cruz County Library Financing Authority (“the Financing Authority”) was created in 1996 for the purpose of financing library services and facilities; and

WHEREAS, the Financing Authority was established pursuant to the Joint Exercise of Powers Law of the State of California, constituting Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (“the Act”); and

WHEREAS, an original agreement entitled the “Joint Exercise of Powers Agreement Santa Cruz County Library Financing Authority” (“the Agreement”) was entered into by each of the parties in May 1996; and

WHEREAS, an agreement amending the original Agreement was entered into by each of the parties in November 2013; and

WHEREAS, a Second Amendment to the Agreement was entered into by each of the parties in December 2015; and

WHEREAS, a Third Amendment to the Agreement is necessary to increase the Maintenance of Effort contributions and extend the term one year while a long-term agreement is reached; and

WHEREAS, said Section 9.5 of said Second Amendment authorizes amendments at any time, or from time to time, only by the unanimous consent of the parties.

NOW THEREFORE, the Board of Supervisors of the County of Santa Cruz, and the City Councils for the Cities of Santa Cruz, Watsonville, Scotts Valley and Capitola agree to further amend the Second Amendment as follows:

1. Article I – General Provisions is hereby amended to read as follows:

Section 1.5 – Meetings of the Board.

(D) **Closed Sessions.** All information received by the Board in a closed session related to the information presented to the Board shall remain confidential. In accordance with California Government Code Section 54956.96, however, a Director may disclose information obtained in a closed session that has direct financial or liability implications for a Party to the following individuals:

(1) Legal Counsel for that Party for purposes of obtaining advice on whether the matter has direct financial or liability implication for that Party; and

(2) Other members of the legislative body of that Party present in a closed session of that Party.

2. **Article III – Contributions** is hereby amended to read as follows:

Section 3.1 – Maintenance of Effort Contributions of the Cities. Commencing with the 2021-22 fiscal year, the City of Santa Cruz shall contribute a Maintenance of Effort (“MOE”) amount each year in the amounts shown below:

City of Santa Cruz Maintenance of Effort

Fiscal Year	Amount
2021-22	\$1,814,751

The City of Santa Cruz shall allocate an additional \$30,000 annually in a City Library Fund for exclusive use on library improvements, major maintenance, or services at City branches. Use of these funds shall be determined by the Santa Cruz City Council with input by library staff.

Commencing with the 2021-22 fiscal year, the City of Watsonville shall contribute a MOE amount each year in the amounts shown below:

City of Watsonville Maintenance of Effort

Fiscal Year	Amount
2021-22	\$541,684

Section 3.2 – Maintenance of Effort Contributions of the County. Commencing with the 2021-22 fiscal year, and subject to the terms below, the County of Santa Cruz, on behalf of the Unincorporated Area and the cities of Capitola and Scotts Valley, shall contribute a MOE amount from the County Library Fund each year in the amounts shown below:

County Library Fund Maintenance of Effort

Fiscal Year	Amount
2021-22	\$5,322,541

If the Annual Net Amount of Allocated Taxes received by the County Library Fund is less than the annual MOE amount shown above, the County shall contribute the lesser amount as its annual MOE contribution. In no instance shall the County’s annual MOE contribution exceed the Annual Net Amount of Allocated Taxes received by the County Library fund.

If the Annual Net Amount of Allocated Taxes received by the County Library Fund exceeds the annual MOE amount shown above, the County shall allocate any excess funds in the

County Library Fund for exclusive use on library improvements, major maintenance, or services at County Library Fund branches (including Capitola and Scotts Valley branches) with input by library staff and the cities of Capitola and Scotts Valley. The allocations and uses for the excess Library Fund monies will be further detailed in future agreements.

3. **Article IV – Annual Budget/Disbursement of Funds** is hereby amended as follows:

Section 4.2 – Budget Process. On or before January 31 of each year, the County Administrative Office, after consulting with the Financing Authority's Controller, shall provide the Financing Authority's Board with a report including an estimate of the funds available to the Financing Authority for the upcoming fiscal year and the population of the cities and county for the preceding January as contained in the Official State Estimates of the Population for California Cities and Counties (Report E-1 or its successor). As used herein, the fiscal year begins on July 1 and ends on June 30. The Report shall include:

- (A) An estimate of the amount available from MOE contributions received by the Financing Authority pursuant to Section 3.1 and Section 3.2 of this Agreement;
- (B) An estimate of the amount available from the proceeds of any taxes or fees received by the Financing Authority pursuant to Section 3.4 of the Second Amendment; and
- (C) An estimate of any carryover balances which may be available from preceding fiscal years.

Based on the Report on funds available, the Board shall make a determination for the upcoming fiscal year of the proposed amount to be distributed to Qualified Public Libraries in accordance with 4.3 of this Agreement.

Section 4.3 – Disbursement of Funds. Commencing with the 2021-22 fiscal year, the amounts available from MOE contributions, taxes or fees, and carryover balances or surplus funds shall be disbursed as follows:

(A) The Watsonville Library shall receive a fixed distribution in the amount of \$1,563,703 from the MOE contributions of the City of Watsonville and the County. This amount is equal to 2020-21 adopted budget and MOE distribution for the Watsonville Library during the preceding five (5) years. It is envisioned that the Watsonville Library's MOE distribution will remain fixed for an additional one (1) year after the term of this Agreement and then be reduced so that the Watsonville Library's share of the Annual Net Amount of Allocated Taxes received by the County Library Fund reaches the targeted level of funding based on the population served. The remaining amount available from MOE contributions shall be distributed to the Santa Cruz City/County Library System.

(B) The estimated amount available from the proceeds of any taxes or fees shall be distributed to the Santa Cruz City/County Library System, the Watsonville Library and any other Qualified Public Library, as defined in Section 4.4 of the Second Amendment, on a per capita basis using population figures for the previous January as estimated by the State of California in its Official State Estimates (Report E-1). The final distribution amount

for the upcoming fiscal year shall be determined in June following the issuance of updated population numbers by the State, as specified in Section 4.3 (D).

(C) The estimated amount available from any carryover balances or surplus funds shall be distributed to the Santa Cruz City/County Library System, the Watsonville Library and any other Qualified Public Library, as defined in Section 4.4 of the Second Amendment, on a per capita basis using population figures for the previous January as estimated by the State of California in its Official State Estimates (Report E-1). The final distribution amount for the upcoming fiscal year shall be determined in June following the issuance of updated population numbers by the State, as specified in Section 4.3 (D).

(D) For the purposes of the distributions provided for in Section 4.3 (B) and (C), the City of Watsonville population shall be increased by five percent (5%) of the County-wide total population and the County Unincorporated Area shall be decreased by five percent (5%) of the County-wide total population. The five percent (5%) adjustment is intended to reflect the fact that Watsonville's service area is larger than the population of Watsonville and includes portions of the Unincorporated Area.

The five percent (5%) adjustment to the population of Watsonville and the Unincorporated Area shall be further adjusted when Watsonville annexes portions of the Unincorporated Area. The adjustment will decrease the amount added to Watsonville's population and the amount subtracted from the Unincorporated Area population by the number produced by the following computation: the number of households annexed multiplied by the average persons per household. This adjustment is intended to eliminate a double counting of population, which would distort the population-based distribution provided in this agreement, by an annexation being included in both the Official State Population Estimates and the City of Watsonville's 5% population adjustment factor. For the purpose of the annexation computation, the average number of persons per household and the number of households shall be determined by County Planning, or if either the County or the City Watsonville so requests, by a joint count of the City of Watsonville and the County.

The five percent (5%) adjustment figure shall be computed each year in June using the County's total population for the previous January, as estimated by the State of California in its Official State Estimates. The five percent (5%) adjustment shall then be decreased for the City of Watsonville and increased for the County Unincorporated Area. If at any time the annexations reduce the five percent (5%) adjustment to zero, then no further adjustment shall be made for the duration of this Agreement other than the annual population adjustments.

4. **Article VI – Term and Withdrawal** is hereby amended as follows:

Section 6.1 – Term. The changes outlined in this Third Amendment shall commence upon the execution by the parties hereto, and will continue to remain in effect through June 30, 2022.

5. **Article VIII – Indemnification and Insurance** is hereby amended as follows:

~~Section 8.4—Closed Sessions. All information received by the Board in a closed session related to the information presented to the Board shall remain confidential. In accordance with California Government Code Section 54956.96, however, a Director may disclose information obtained in a close session that has direct financial or liability implications for a Party to the following individuals:~~

~~_____ (a) — Legal Counsel for that Party for purposes of obtaining advice on whether the matter has direct financial or liability implication for that Party; and~~

~~_____ (b) — Other members of the legislative body of that Party present in a closed session of that Party.~~

All other provisions of said Agreement shall remain the same.

IN WITNESS WHEREOF, the parties hereto have caused this Third Amendment to be executed and attested by their proper officers thereunto duly authorized on the day and year stated below the name of each of the parties. This Third Amendment may be signed in counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same agreement.

COUNTY OF SANTA CRUZ

Approved as to form:

By: _____

Dated: _____

CITY OF SANTA CRUZ

Approved as to form:

By: _____

Dated: _____

CITY OF WATSONVILLE

Approved as to form:

By: _____

Dated: _____

CITY OF CAPITOLA

Approved as to form:

By: _____

Dated: _____

CITY OF SCOTTS VALLEY

Approved as to form:

By: _____

Dated: _____

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: May 19, 2021

TO: Honorable Mayor and City Council

FROM: Robin Woodman, Chief Building Official
Taylor Bateman, Community Development Director

APPROVED: Tina Friend, City Manager

SUBJECT: **APPROVE A FIVE (5) YEAR AGREEMENT WITH OPENGOV INCORPORATED FOR OPENGOV PERMITTING, LICENSING, AND CODE ENFORCEMENT SOFTWARE SERVICES WITH FUTURE EXPANSION OPTIONS**

SUMMARY OF ISSUE

The COVID-19 health pandemic had a significant impact on the way Scotts Valley conducts business. There is a greater need now more than ever to provide online services. Unfortunately, many of our departments are not equipped to accommodate the need for remote services. Prior to the COVID-19 health pandemic, the Building Department processed building permit applications manually which necessitated in person visits to City Hall. During the COVID-19 health pandemic operations were shifted to a digital format without the benefit of software that is specifically developed for online services.

During this transitional period, staff began looking for a software solution that could be used across all departments that would significantly reduce the need for the public to have in-person contact to receive services. Staff was looking for a solution that would increase the City's ability to: 1) offer online building applications; 2) accept online payments for applications; 3) coordinate digital plan review across departments and outside consultants; 4) compile data; 5) communicate the status of projects and permits to the public; 6) have easily accessible digital document management and storage; 7) have the ability to adapt to the various processes and services Scotts Valley provides, and 8) streamline the process.

Initially, 10 vendors were contacted, then the field narrowed down to six vendors. Upon further inquiry and research, the pool of potential vendors was narrowed to three based on cost and software capabilities. Those vendors were GreenVue, GovPilot and OpenGov. Each vendor provided live demos of their software solutions and ultimately OpenGov was selected.

After determining that OpenGov was the best software solution for the City, several meetings were held to discuss options, review services and legal agreements. This process included staff from Planning, Building, Public Works and Finance Departments.

The value of OpenGov's Permitting, Licensing and Code Enforcement software is that it enables electronic payments, integrates new electronic plan review software and GIS capabilities, provides robust reporting and data gathering, document storage and management integration, and the ability to "flag" parcels with unique characteristics (flood zone, historic, zoning restrictions, etc.). A system with these capabilities is beneficial for City staff and the public. OpenGov platform has a forward-facing public information dashboard to communicate the status of projects and permit activity.

This system provides the ability to convert manual workflows to digital processes where citizens can engage City services in a remote manner. The City will be able to process citizen needs including Building Permits and Inspections, and eventually, Code Enforcement, Planning and Zoning and Encroachment Permits. This all while streamlining the workflow process for staff and the need to produce paper documents for dissemination and in person contacts.

FISCAL IMPACT

The total cost for this agreement is \$191,825 which would be allocated over a five-year period. Initial costs for the first fiscal year include \$19,425 for software deployment and training with a subscription cost of \$29,840, for a total of \$49,265. Subsequent years 2 through 5 are \$35,640 per year. Part of the cost will be covered by the SB2 Grant of approximately \$60,000. Going forward, a permit technology fee, which was recently adopted in the City's Fee Schedule, is proposed to cover the cost of the software.

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to execute a professional services agreement, and any amendments thereto, with OpenGov, Inc., in a form approved by the City Attorney, for the procurement, deployment, training and maintenance costs for permitting, licensing and code enforcement software services in an amount not to exceed \$191,825.

ATTACHMENTS

None.

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: May 19, 2021

TO: Honorable Mayor and City Council

FROM: Tina Friend, City Manager

SUBJECT: **HOUSING FOR A HEALTHY SANTA CRUZ: A STRATEGIC
FRAMEWORK FOR ADDRESSING HOMELESSNESS IN SANTA
CRUZ COUNTY**

SUMMARY OF ISSUE

In 2019, California had the fourth highest rate of homelessness per 10,00 residents in the United States. Within California, Santa Cruz County has one of the highest rates of homelessness at 79.3 per 10,000 residents. The most recent annual countywide point-in-time count of persons experiencing homelessness, conducted in January 2019, found 1,440 distinct households and 2,167 people experiencing homelessness on a single night. About three-fourths of those households were housed within the County prior to becoming homeless. To address this social crisis, Santa Cruz County agencies and municipalities within it are working together to establish a framework that provides access to long-term stable housing for those living unsheltered in our region.

The Housing For a Healthy Santa Cruz: A Strategic Framework for Addressing Homelessness in Santa Cruz County was presented to the Board of Supervisors in draft form on November 10, 2020 and to the Scotts Valley City Council on November 18, 2020. The community was later engaged by the County Administrator's Office and the Human Services Department to gather final feedback on the document. The final version which provides a strategic framework for future investments and work to address homelessness within the County was adopted by the Santa Cruz County Board of Supervisors on their March 9, 2021 meeting.

Implementation of the Strategic Framework establishes a clear foundation for collaborative action to address the problem of homelessness within the County. It establishes benchmarks for system capacity and performance that can be tracked and reported on over time. The Framework sets a target for a 25% point-in-time reduction in the overall population of people experiencing homelessness by January 2024. It also calls for a 50% reduction among unsheltered homeless persons within the same timeframe.

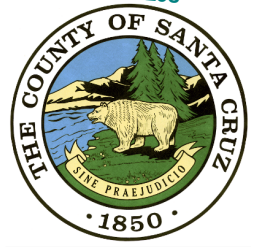
FISCAL IMPACT

There is no financial impact to the City in adopting and filing the Housing for a Healthy Santa Cruz County framework for addressing homelessness. The City will continue to participate and collaborate with County agencies to implement regional solutions to homelessness. At times when financial resources are identified and needed, staff will bring those items for Council consideration and proper funding allocation.

STAFF RECOMMENDATION

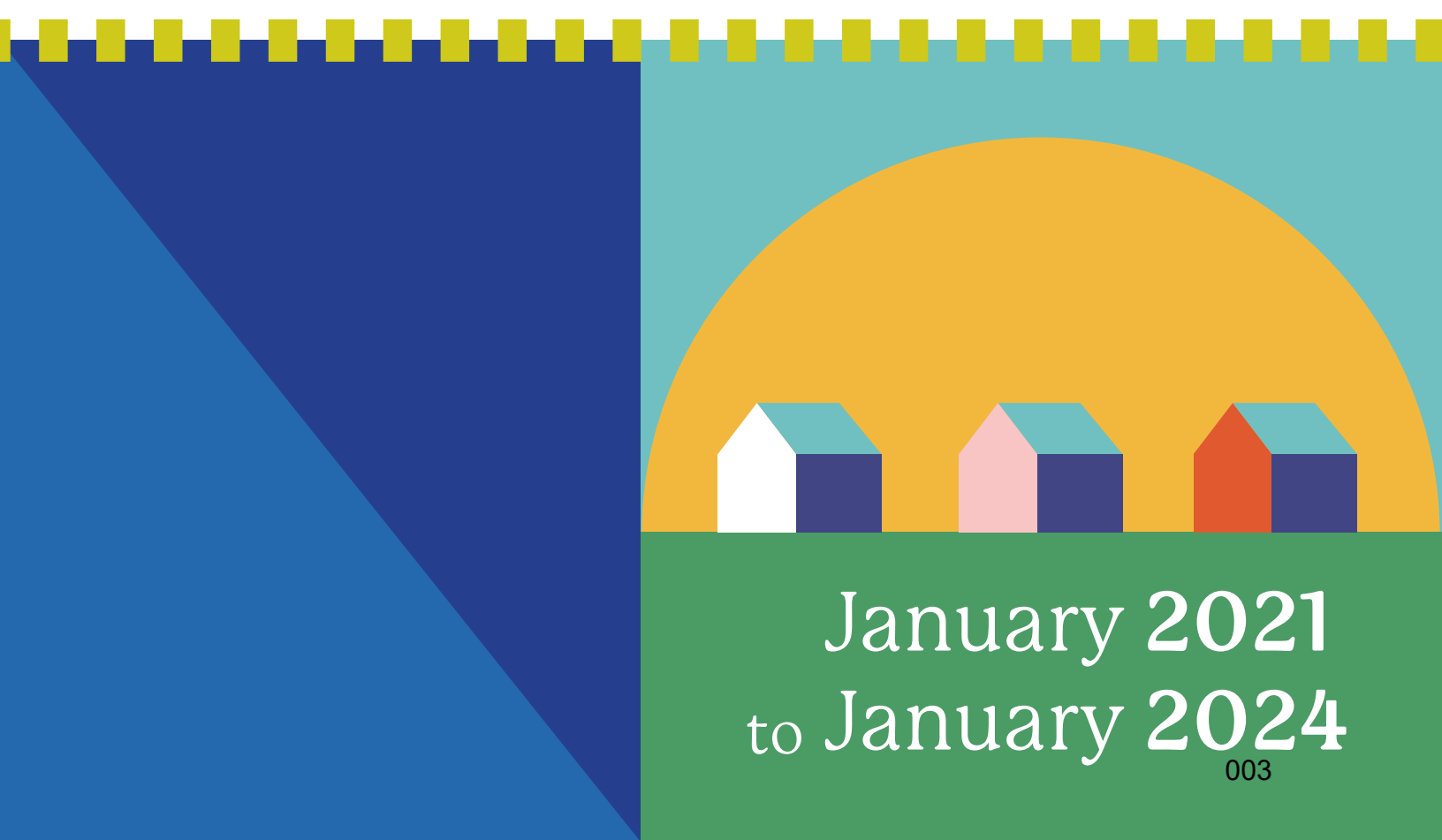
It is recommended that the City Council adopt and file the final version of the Housing for a Healthy Santa Cruz: A Strategic Framework for Addressing Homelessness in Santa Cruz County to guide the work of the City of Scotts Valley alongside the County of Santa Cruz through December 31, 2023.

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
Housing for a Health Santa Cruz: A Strategic Framework for Addressing Homelessness in Santa Cruz County	3



Housing for a Healthy Santa Cruz

A Strategic Framework for Addressing
Homelessness in Santa Cruz County



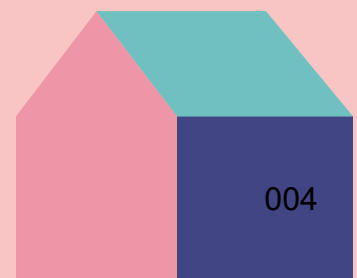
January 2021
to January 2024

Our Mission

Strong collaborative action to ensure all residents within the County have stable, safe, and healthy places to live.

Who We Are

The Housing for Health Division was created in November 2020 within the County of Santa Cruz Human Services Department to support the implementation of this Framework by bringing together a coalition of partners and resources to prevent and end homelessness within our County.



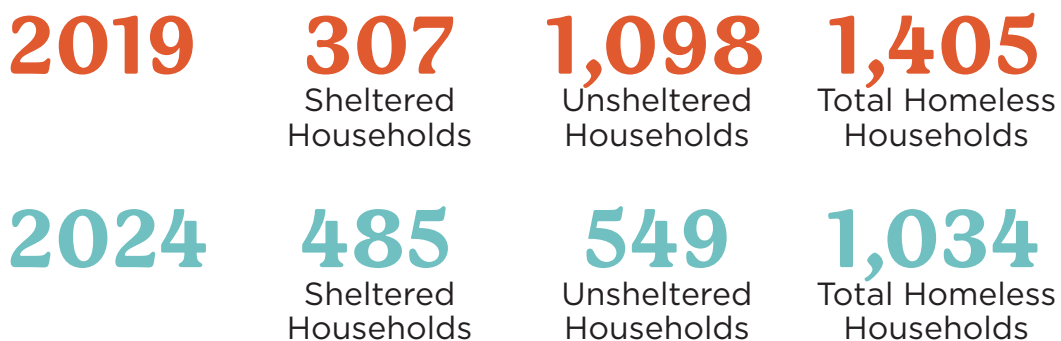
Overview

Homelessness severely impacts the health and quality of life of those living without homes and the entire community. The County of Santa Cruz, cities within the county, and community members recognize the need for strong collaborative action to ensure all county residents have stable, safe, and healthy places to live.

The County and its partners created the Housing for a Healthy Santa Cruz County Strategic “Framework” through a collaborative process that used the experience, knowledge and input of a broad set of community stakeholders including cities, non-profit organizations, County Departments, and people with lived experiences of homelessness. Work on it began in March 2019 with a review of current local efforts and data on homelessness, along with an evaluation and discussion of experiences in other communities.

The Framework outlines coalition action steps that can reduce unsheltered and overall homelessness countywide by January 2024. The County Human Services Department’s new Housing for Health (H4H) Division will provide leadership and the backbone administrative support for implementation of this Framework.

The Framework sets goals to reduce the number of households experiencing homelessness at a point-in-time by just over 25% between January 2019 and January 2024. It also calls for a 50% reduction in the number of households living “unsheltered” in places such as the streets, parks, cars, and unsafe structures.



Background

In 2019, California had the fourth highest rate of homelessness per 10,000 residents in the United States. Within California, Santa Cruz County has one of the highest rates of homelessness at 79.3 per 10,000 residents.

Every day, thousands of people in Santa Cruz County live without stable shelter or a home. The most recent annual Homeless Point-in-Time Count, conducted in January 2019, found 2,167 people experiencing homelessness on a single night, representing 1,440 distinct households experiencing homelessness. Nearly three-fourths of those households experiencing homelessness were housed within the County prior to becoming homeless.



Across the country and in Santa Cruz County, homelessness disproportionately impacts particular groups of individuals including specific racial and ethnic groups, youth exiting foster care, seniors and people with disabilities, individuals with behavioral health conditions, single parent households, veterans, people with criminal backgrounds, and individuals who identify as lesbian, gay, bisexual, transgender, queer or questioning and two-spirit (LGBTQ2S).

High rates of homelessness among subgroups of extremely low-income households reflect broad historical and present day social, economic, political, and cultural forces that contribute to these disparities. Approaches to addressing homelessness must understand and address some of the forces contributing to these disparate impacts.

What is Causing Homelessness in Our Community?



1

Housing affordability gap



2

Health issues

3

Lack of supportive connections

4

Loss of hope and sense of purpose



1

Housing Affordability Gap **Housing Costs Exceed Incomes**

The larger the gap between incomes and housing costs in a region the greater the risk of homelessness and housing instability in a community. This is a major factor contributing to homelessness across the United States.

The California Housing Partnership estimates over 10,000 renter households in Santa Cruz County do not have access to an affordable home. Among these households living with the lowest incomes, three out of four (75%) pay more than 50% of their income toward housing. This group is the most likely to experience housing instability, overcrowded or unsafe living conditions, and homelessness. Within this group are people living on fixed incomes such as seniors and people with disabilities, as well as, unemployed, underemployed, and employed individuals that cannot afford local housing costs.

The 2019 Santa Cruz County Point-In-Time Count of persons experiencing homelessness found 31% reported being employed at the time of the survey. Employment itself cannot prevent homelessness when wages are not high enough to cover housing costs.

This Framework calls for implementing a range of strategies that support reducing housing costs and increasing household incomes.



2

Health Issues Impacting Living Situations

Some health conditions impact a person's ability to manage daily living tasks essential to keeping a home. For example, a person with dementia may struggle to remember to pay their rent. Health care systems, services, and associated policies influence levels of housing instability, institutionalization, and homelessness in a given community.

2 Health Issues Impacting Living Situations (cont.)

This Framework calls for implementing a range of policy and program changes to address the health care needs of people at-risk of or currently experiencing homelessness. This includes connecting people to holistic services, supports, and treatment that address both their health and daily living needs.

3 Lack of Supportive Connections **Loss or Absence of Strengthening Relationships**

The absence or loss of supportive relationships can contribute to housing instability and loss, particularly in areas with large housing affordability gaps. Histories of traumatic events and relationships, in both childhood and adulthood, are prevalent at far higher rates among people experiencing homelessness compared to the general population. The 2019, Santa Cruz County Point-In-Time count of homeless persons, found:

39% were living with friends or relatives before becoming homeless

10% reported family/domestic violence as a primary event leading to their homelessness

9% identified a divorce, separation, or breakup as a primary cause

This Framework calls for implementing a range of strategies that help grow long-term and broadly supportive relationships for those experiencing homelessness and those at risk of homelessness.

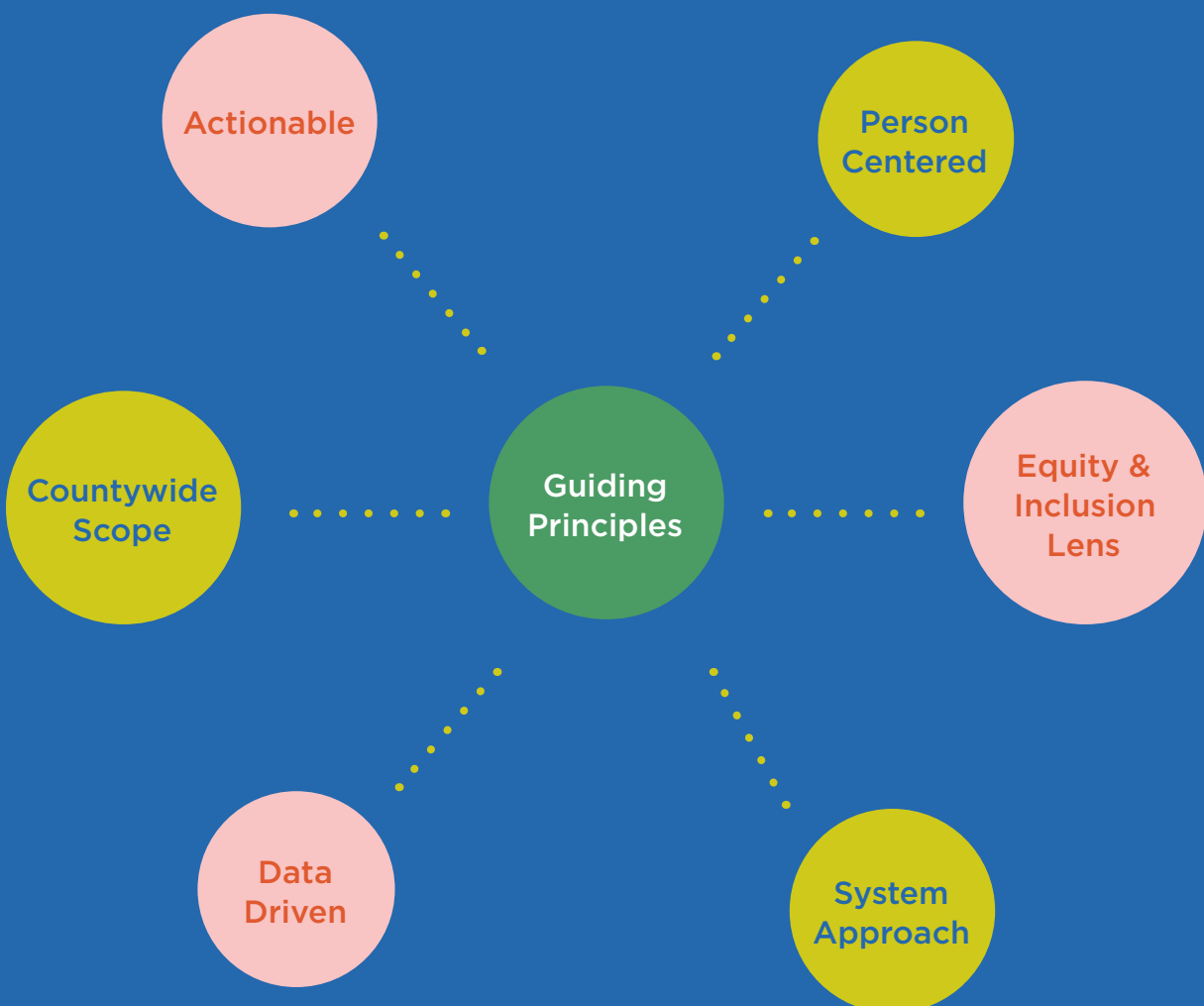
4 Loss of Hope and Sense of Purpose

A loss of hope and sense of purpose, at the community and individual level, can contribute to events that compromise a stable living situation and lead to prolonged episodes of homelessness. Living without a home can be a profoundly stigmatizing and isolating event.

This Framework calls for implementing a range of strategies that enhance feelings of hope and meaning among community members, people experiencing homelessness, and those working to make a difference in their lives.

Our Vision

To align and develop the array of resources, stakeholders, and collective wisdom across the greater Santa Cruz community to promote public health and make significant impacts on the crisis of homelessness, benefiting all residents, particularly those without homes.



**Person
Centered**

People experiencing homelessness are experts about their own goals, priorities, and support needs. Housing and services coordinated by the housing crisis response system must center around the self-identified needs and goals of people seeking support.

**Equity &
Inclusion
Lens**

Certain subgroups of people experience higher rates of homelessness. Efforts undertaken through this Framework will work to eliminate disparities in access and outcomes within the housing crisis response system.

**System
Approach**

A coordinated system approach that streamlines access to housing and services will maximize efforts to address homelessness.

**Data
Driven**

Decisions about programs, resources, and approaches must be informed by high quality, well-understood qualitative and quantitative data about the system and its outcomes for the people it serves, including measures of disparities and inequity.

**Countywide
Scope**

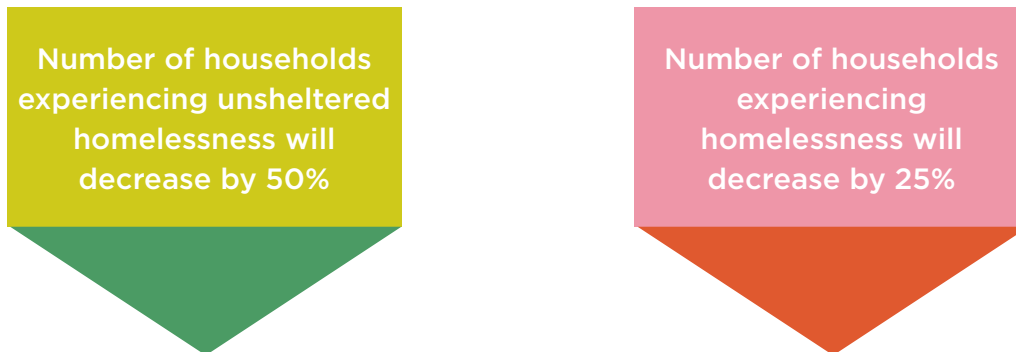
Homelessness occurs in all parts of Santa Cruz County, whether urban, suburban, agricultural, or rural. Implementation of this Framework will address each area of the community and develop appropriate solutions to homelessness. Geographic equity must be at the center of this framework.

Actionable

This Framework must result in actionable steps. It must be understood, implemented, and evaluated with the resources available and with clear responsibilities and accountability. System leaders and stakeholders will regularly review progress and update plans to ensure continued progress towards meeting goals and targets.

Our Goals

Substantially reduce the number of people experiencing homelessness.¹



Core Goal #1

Improve the effectiveness of all programs in helping people secure housing

The new Housing for Health (H4H) Division and its partners will oversee a robust effort to improve the effectiveness of all programs and interventions for people experiencing homelessness. This includes shortening the time people remain unhoused or in programs prior to securing housing, increasing the rate at which people find housing, and decreasing the number of people that become homeless. Interim benchmarks for these focus areas have been established for each year and progress will be regularly assessed. Adjustments will be made as needed to maximize results. By the end of 2023, the following system performance measurement improvements will be achieved:

Measure	Emergency Shelter		Transitional Housing		Rapid Rehousing*		Permanent Supportive Housing**	
	FROM	TO	FROM	TO	FROM	TO	FROM	TO
Reduce Length of Stay (in days)	76	60	413	250	281	180	N/A	
Increase Rehousing Rate	21%	40%	66%	80%	62%	85%	N/A	

¹ Goals are based on the Focus Strategies Santa Cruz County Predictive Modeling Summary Report 10.23.2020.

***Rapid Rehousing**

Providing services and time-limited rental support to assist a homeless individual or family to move as quickly as possible into permanent housing and achieve stability in housing.

****Permanent Supportive Housing**

Combines permanent affordable housing with ongoing integrated health and human services for people with disabilities, including people with long histories of homelessness.

Core Goal #2
Expand capacity within the homelessness response system

Improvements in performance alone will not result in significant reductions in homelessness. During the three-year period of this Framework, community leadership, funders, and key stakeholders will work collaboratively to implement targeted expansions in resources and permanent housing pathways.

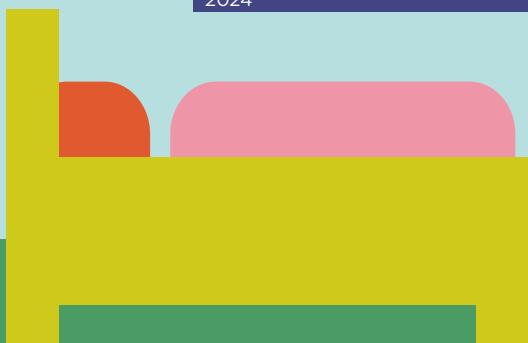
Temporary Housing Beds



Rapid Rehousing Slots



Permanent Supportive Housing Slots



Strategies and Key Objectives

The Framework promotes aligned and coordinated efforts among housing crisis response system stakeholders. Individual programs or initiatives may yield results with a specific subpopulation or group but making progress on the overall size of the homeless population requires a systematic approach.

Housing for a Healthy Santa Cruz County sets out four high-level strategic areas and numerous specific objectives to transform current efforts to address homelessness. The objectives listed below will span over multiple six-month action plan cycles.

How Change Will Happen

1

Build a Coalition

Develop a strong and informed action-oriented partnership with leaders and stakeholders within the community.

2

Prevent Homelessness

Use targeted prevention and early intervention housing problem solving to help people and families keep or return to housing as quickly as possible.

3

Increase Connections

Expand and improve “Front Door” programs and services including outreach, temporary housing and supportive services.

4

Expand Permanent Housing

Increase permanent housing and income growth resources and opportunities to become housed.

1 Build a Coalition

What We Are Doing

Design, launch, and operate a new regional coalition, anchored by a leadership and accountability structure.

Authentically and meaningfully involve people with lived experience of homelessness in system design and oversight.

Establish the Housing for Health (H4H) division within the Human Services Department and provide enough resources to support implementation (including six-month work plans), ongoing data and evaluation, community education, information sharing, and administrative support of the new regional coalition.

Develop and maintain commitment to become fully data-informed at all levels of the housing crisis response system.

Develop collaborative work teams to achieve previously established goals of “functional zero” homelessness among families and veterans.



2 Prevent Homelessness

What We Are Doing

Implement Housing Problem Solving systemwide by integrating this practice into the countywide Smart Path-Coordinated Entry process, which streamlines access to housing assistance and services.

Coordinate with other local entities to provide targeted prevention assistance; prioritize prevention assistance for those at most severe risk of homelessness.

3 Increase Connections

What We Are Doing

Continue to ensure shelters are safe and supportive environments that protect the health of their residents.

Reduce eligibility barriers to shelters, particularly for people with disabling conditions and/or those with a history of not participating in the existing shelter system.

Ensure shelter residents are provided care management, housing navigation and financial supports that help them secure housing, making shelter stays a brief stop on the pathway to housing. Include rapid housing problem-solving practices in all shelters.

Develop capacity for health- and housing-focused street outreach to connect all people experiencing unsheltered homelessness with crisis support services, while helping them develop a health and housing plan and secure permanent housing.

3 Increase Connections

What We Are Doing (cont.)

Expand and improve health and human service care management and housing navigation programs for people at-risk of or currently experiencing homelessness.

Work together with city jurisdictions and other County departments to identify and implement best practices for collaborative responses to unmanaged homeless encampments and community health and safety issues that arise from people living without shelter in public places.

4 Expand Permanent Housing

What We Are Doing

Work with local jurisdictions to reach a countywide Regional Housing Needs Allocation (RHNA) goal of at least 734 new housing units affordable to people with very low incomes by December 2023.

Develop or purchase housing units specifically targeted to people experiencing homelessness.

Expand and improve the effectiveness of rapid rehousing rental assistance programs to quickly return people to housing.

Develop and execute an engagement strategy for property owner/manager recruitment.

Implement changes to the local Coordinated Entry system to support faster access to housing assistance and services and better housing outcomes.



Acknowledgments

Community Stakeholders

The Homeless Action Partnership, City of Santa Cruz Community Advisory Committee on Homelessness and all the many individuals and organizations that contributed to the development of this Framework.

All persons with lived experience of homelessness, especially those who responded to surveys and participated in focus groups as part of the system assessment and redesign work.

Project Advisory Group

Emily Balli, Deputy Director, Human Services Department, County of Santa Cruz
Mary Beeson, Lived Experience Group
Joey Crottogini, Health Services Manager, County of Santa Cruz
Tony Gardner, Continuum of Care Consultant
Leslie Goodfriend, Senior Health Services Manager, County of Santa Cruz
Gine Johnson, Aide to Supervisor Bruce McPherson, County of Santa Cruz
Phil Kramer, Executive Director, Housing Matters
Don Lane, Principal, Smart Solutions to Homelessness
Bill Maxfield, Principal, Miller Maxfield
Brooke Newman, Stabilizing Shelters & COVID-19 Shelter Referral System Lead, County of Santa Cruz
Susie O'Hara, Assistant to the City Manager, City of Santa Cruz
Marcus Pimentel, Assistant Director, Health Services Agency, County of Santa Cruz
Bob Russell, Chief Executive Officer, Community Technology Alliance
Jessica Scheiner, Senior Human Services Department Analyst, County of Santa Cruz
Tamara Vides, Deputy City Manager, City of Watsonville
Melisa Vierra, Executive Director, Families in Transition
Nicole Young, Principal, Optimal Solutions Consulting

Project Funders

City of Capitola
City of Santa Cruz
City of Scotts Valley
City of Watsonville
Health Services Agency, County of Santa Cruz
Human Services Department, County of Santa Cruz
Planning Department, County of Santa Cruz



Project Management

Tatiana Brennan, Senior Departmental Administrative Analyst, County of Santa Cruz
Rayne Perez, Homeless Services Coordinator, County of Santa Cruz

Project Sponsors

Elissa Benson, Assistant County Administrative Officer, County of Santa Cruz
Mimi Hall, Health Services Agency Director, County of Santa Cruz
Randy Morris, Human Services Department Director, County of Santa Cruz

Focus Strategies

Tracy Bennett
Kate Bristol
Katharine Gale

Linda Ly
Genevieve Williamson

Housing for a Healthy Santa Cruz County calls for the entire community to join in being part of the solution to homelessness.

No single individual, organization, city, or County Department can do this alone. This strategic Framework is one that all stakeholders can use to align, coordinate, and collaborate to accomplish the shared goal of helping unhoused residents in Santa Cruz County secure housing. In a community with a severely limited affordable housing supply and homelessness at a crisis level, it is necessary to invest in and support practices that help the most people get and keep permanent housing. By involving those with histories of homelessness and housing instability in our efforts, setting measurable goals, working collaboratively across sectors on proven strategies, using data to assess progress, and continually improving and refining the work, Santa Cruz County can and will ensure all its residents have a healthy and safe place to call home.



City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: May 19, 2021

TO: Honorable Mayor and City Council

FROM: Tina Friend, City Manager

PREPARED BY: Casey Estorga, Administrative Services Director
Steve Toler, Management Partners

**SUBJECT: REVIEW OF PRELIMINARY FY 2021-22 ANNUAL BUDGET,
FIVE-YEAR FINANCIAL PLAN AND TEN-YEAR GENERAL
FUND FINANCIAL FORECAST**

SUMMARY OF ISSUE

Attached for City Council consideration is the Preliminary FY 2021-22 Annual Budget that includes a five-year financial plan for all funds and a ten-year financial forecast for the General Fund. The FY 2021-22 Budget Hearing is scheduled for June 2, 2021 with formal adoption of the budget on June 16, 2021 and duplication and distribution by June 30, 2021.

Previously, the City Council provided policy and budget direction at three City Council Meetings:

- **February 17, 2021** – the Council received the FY 2020-21 Mid-Year Financial Report and provided policy direction on City goals and priorities relative to the preparation of the Preliminary FY 2021-22 Annual Budget and Five-Year Financial Plan. The Council also adopted a set of guiding budget principles to guide preparation and evaluation of budget proposals for the FY 2021-22 budget.
- **April 7, 2021** – the Council reviewed an updated wastewater rate study prepared by Bartle Wells Associates and provided direction to increase wastewater rates by 9% annually for the next five years starting July 1, 2021 through June 30, 2026, subject to the Proposition 218 process and Public Hearing on June 16, 2021. The Council also provided direction in preparing an updated master fees and charges schedule for FY 2021-22 and to hold a public hearing on May 5, 2021.
- **April 21, 2021** – the Council provided direction regarding the draft Five-Year Capital Improvement and Capital Purchase Plan (“Five-Year CIP Plan”). The Council also approved a proposal to begin restoration of recreation services for the Summer of 2021 through a partnership with the Boys Club and Girls Clubs of Santa Cruz County.

- **May 5, 2021** – the Council held a public hearing and approved changes to the FY 2021-22 master fees and charges schedule.

The preliminary budget and was distributed to City Council and published online on May 12, 2021.

Budget Document

The following sections provide an executive summary of the annual budget and financial overview:

- City Manager's Budget Message
- Five-Year Financial Plan and Ten-Year General Fund Financial Forecast
- Financial and Personnel Summaries
- Five-Year CIP Plan

The other sections of the budget contain the individual department narratives or fund summaries, and line-item details of the proposed FY 2021-22 budget.

Budget Overview

The City is exiting was many would call one of the most extraordinary years of our lifetime – a global pandemic that took many lives, nearly shut down the national/state/regional economy, and will have lingering impacts on people, businesses, and local governments for the next several years. Swift action was taken to address the fiscal impacts from the pandemic – recreation services were paused; several vacant positions were frozen; General Fund expenditure reductions of \$1 million were implemented.

The proposed FY 2021-22 budget represents a year of municipal services restoration. The City intends to restore services to the community to the fullest extent possible by filling those positions that were maintained as vacant during the pandemic. Improvements to the Scotts Valley Library using funds available through the Library Parcel Tax (Measure S) and excess residual funds from the Library JPAs maintenance of efforts requirements will be at or near completion by the end of the fiscal year.

Highlights from the proposed FY 2021-22 budget are as follows:

- **Service restoration** - Public Works and Planning/Building services will be restored to pre-pandemic levels.
- **Expanding service delivery capacity** – The FY 2021-22 budget proposes four new positions, and restoring three additional positions:
 - Police/School Resource Officer (Police, funded through Prop 56 grant funds) - New
 - Maintenance Worker III (Public Works) - New
 - Building Permit Technician (Building Division) - Restored
 - Senior Recreation Leader/Site Directors (Recreation – 2 positions) - Restored
 - Assistant to the City Manager (City Manager's Office) - New
 - Administrative Secretary III (City Hall reception desk) - New

- **Recreation services** – Services will be restored ratably through a combination of partnerships with non-profit organizations such as the Boys & Girls Clubs of Santa Cruz County, possible collaborations with other local partners and a gradual re-staffing to add programs and activities.
- **CDBG loan repayment** – The General Fund will advance repayment of \$183,000 per year over the next three years to the EDG Revolving Loan Fund for the CDBG-funded loan.
- **Grant funds** – The City anticipates grant funds for the following:
 - Proposition 68 Parks and Water Bond Act – \$178,000 for replacement of certain playground equipment at Skypark (funds earmarked for Scotts Valley)
 - Proposition 56 Tobacco Prevention Act – \$189,000 per year for three years will allow the funding of a Police School Resources Officer to reduce use of tobacco products amongst school-age children (awarded)
- **Wastewater system upgrades** – capital investment in the City’s wastewater collection system and treatment plant and updating the treatment plant master plan.
- **Transportation-related capital projects** – Several road improvements projects are included, maximizing revenues from state and regional sources, including rehabilitation of Bean Creek Road, median improvements on Mt. Hermon Road, and the annual street maintenance and resurfacing programs.
- **OPEB funding** – The FY 2021-22 budget sets aside \$100,000 (with \$75,000 coming from the General Fund and \$25,000 from Wastewater Operations) above and beyond pay-as-you-go retiree health care (OPEB) costs.

Five-Year Financial Plan and Ten-Year General Fund Financial Forecast

The Preliminary Budget document includes a five-year financial forecast of all City funds, with a ten-year financial forecast for the General Fund. The 5-year financial forecast and 10-year General Fund forecast both assume prior Council policy direction regarding minimum target reserve levels for three of its key operating funds:

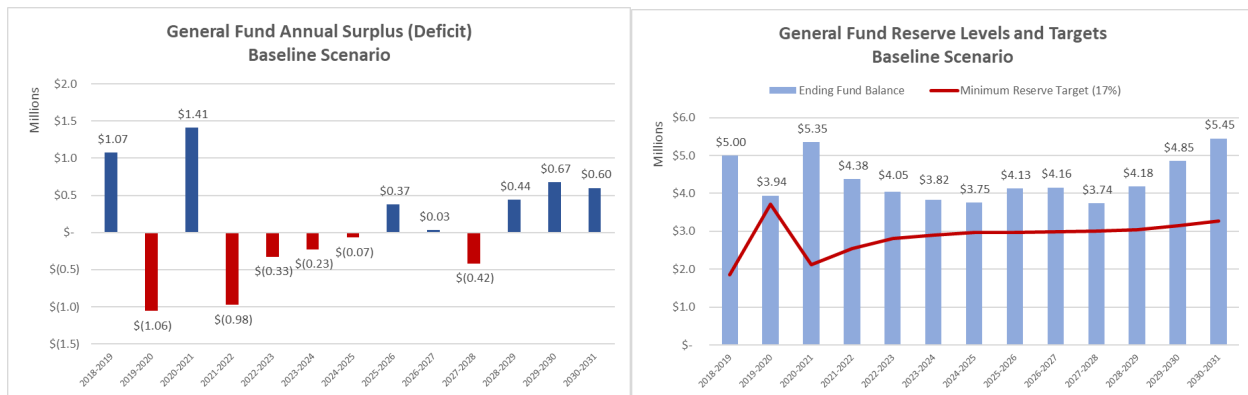
- **General Fund** – a minimum targeted reserve equal to two months (or 17%) of annual operating expenditures plus net transfers, with the additional understanding that the Recreation Enterprise Fund will be subsidized in full by the General Fund should its revenues fall short of expenditures.
- **General CIP Fund** – a minimum targeted reserve equal to \$500,000 to provide immediate funding of any emergency repair/replacement of City infrastructure or equipment.
- **Wastewater Funds** – a minimum operating reserve equal to six months (50%) of annual operating expenditures in light of the fact that the City receives the majority of its revenues from charges placed on the property tax bills through Santa Cruz County; and, a minimum capital reserve equal to \$1 million to provide immediate

AGENDA ITEM 2

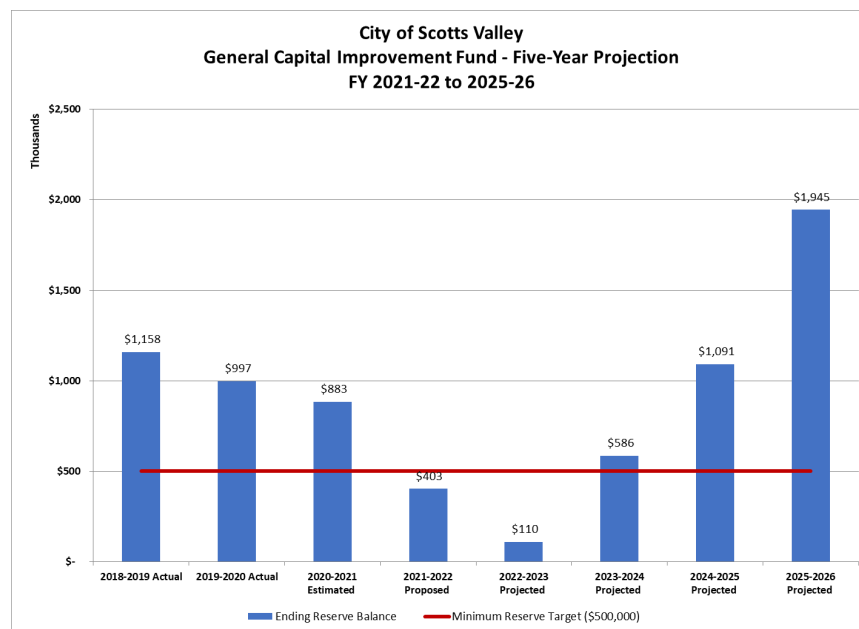
DATE: 5-19-2021

funding of any emergency repair/replacement of the wastewater collection system and treatment plant.

The City expects that full recovery from the pandemic recession will not occur until FY 2024. However, thanks in large part to voter approval in March 2020 of Measure Z, the local 1.25% sales tax measure, the City has additional fiscal capacity that it did not have in prior years. The General Fund forecast indicates that the City will maintain reserve levels above the minimum 17% reserve goal, but will require drawing down reserves in the next several fiscal years as the City exits the fiscal impacts of the pandemic recession. This is shown in the following graphs:



The City's General Fund is expected to receive payment on the advances made to the former Redevelopment Agency totaling \$3.32 million starting in FY 2023. These funds are proposed to be transferred to the General CIP fund to provide funding for future capital improvement projects. The General CIP fund five-year projection is displayed below:



Five-Year CIP Plan

The Preliminary FY 2021-22 Annual Budget includes the Five-Year CIP Plan (FY 2021-22 to 2025-26). Based on the discussions at the April 21, 2021 meeting, staff has added one project to the Five-Year CIP Plan. The project is the Active Transportation Plan (CIP #20), which is currently unscheduled and unfunded pending analysis of the 70 projects identified within the ATP adopted by the City Council in March 2021.

The FY 2021-22 budget includes a total of 25 capital improvement projects totaling \$7 million as presented on page 74 of the preliminary budget document.

American Rescue Plan Act Funds

The City expects to receive approximately \$2.2 million in federal stimulus funds from the American Rescue Plan Act (ARPA) that was enacted into law on March 11, 2021. These funds will be received in two tranches, with the first payment on or after June 11, 2021, and the second payment one year after the first payment is received.

The US Treasury Department issued its Interim Final Rules on May 10, 2021 that provide regulations on the use of the funds in compliance with ARPA. Staff and its financial consultant from Management Partners are reviewing these regulations to determine the policy considerations that Council will have available for the use of those funds. Given the recent release of the Final Rules and analysis that is in process, a presentation of these policy options will be provided at a June 2021 City Council meeting. The current FY 2021-22 budget and the long-range forecast do not include these funds pending Council deliberation and policy direction on the use of those funds that will be informed by the regulations issued by the Treasury department.

Strategic Plan Priorities

On April 7, 2021, the City Council reviewed and adopted a set of strategic plan priorities and initiatives. The priorities for the coming year are:

- 1. Ensure Long-Term Financial Stability**
- 2. Encourage Business Development and Expand the City's Economic Base**
- 3. Implement Operational Initiatives to Enhance City Services**
- 4. Maintain Quality of Life for City Residents**

Staff has prepared estimates for the costs associated with implementation of the priority initiatives identified by the Council. The cost estimates for each initiative are presented in the attachment to this staff report. The projected costs for all initiatives for FY 2021-22 total \$9,005,500 of which \$8,124,250 are already incorporated into the Proposed Budget and \$881,250 are unbudgeted. Staff will seek Council direction on which, if any, of the identified costs should be incorporated into or removed from the FY 2021-22 annual budget.

Lennar Fund Balance

In 2014, the City approved a first amendment to the development agreement between the City and Lennar Homes of California, Inc. for the development of homes on the property formerly known as the Polo Ranch. Lennar paid the City \$1 million as required by the development agreement to be used for park and recreational activities in the City at the sole discretion of the City Council. The City Council requested a summary of fund balance and expenditure activity and a listing of prior commitment of funding.

Completed Projects

▪ Hillside erosion under pool	\$ 18,631
▪ Turf at High School	\$ 2,000
▪ Pool Cover	\$ 7,452
▪ Parks & Recreation Van	\$ 18,636
▪ Community Center Tables and Chairs	\$ 14,528
▪ Softball Infield Fields	\$ 10,000
▪ High School Tennis Courts	\$ 4,650
▪ Skypark Tennis Courts	\$ 13,000
▪ Skypark Basketball Courts	\$ 4,000
	\$ 92,898

Programmed CIP Projects

▪ Parks ADA Improvements – Phase I	\$116,300	FY 2021-2022
▪ Skypark Tennis Area Improvements	\$ 20,000	FY 2021-2022
▪ Parks ADA Improvements – Phase II	\$104,200	FY 2022-2024
	\$240,500	

Prior Commitments

▪ Siltanen Field Backstop	\$ 15,000
▪ Octagon Building-Historical Society	\$ 12,500
▪ Scotts Valley Theater Guild	\$ 95,000
	\$122,500

Total Expended and Committed \$455,898

Balance \$544,102

Pension Obligation Policy Choices

At the City Council's February 17, 2021 meeting, the Council received a presentation on the applicability of pension obligation bonds (POBs) as a fiscal sustainability tool. At the conclusion of the meeting, the City Council took no action and staff committed to further study this and other options to contain pension costs. The City is joined in this review by other local jurisdictions and active conversations between the cities and county are underway. Staff will continue to formulate information and ideas and will return to the City Council for a future discussion about POBs and other potential tools.

FISCAL IMPACT

There is no fiscal impact associated with the review of the Preliminary FY 2021-22 Annual Budget. Final adoption of the budget is scheduled for June 16, 2021, which at that time will establish the appropriations for the City for FY 2021-22.

STAFF RECOMMENDATION

It is recommended that the City Council provide policy direction on the proposed FY 2021-22 Annual Budget. Policy questions for the City Council to address as the budget is discussed are as follows:

- 1. Does the City Council have any recommended changes to the proposed FY 2021-22 Annual Budget or Five-Year CIP Plan?
- 2. Does the City Council want staff to amend the proposed FY 2021-22 budget to include the costs associated with the priority initiatives included in the City Council's Strategic Plan Priorities for FY 2021-22?

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
Preliminary FY 2021-22 Annual Budget	8
Strategic Plan Priorities Estimated Costs	223

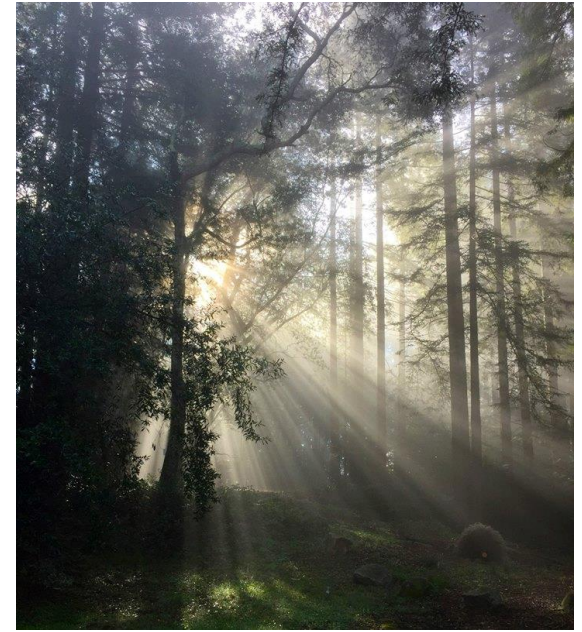
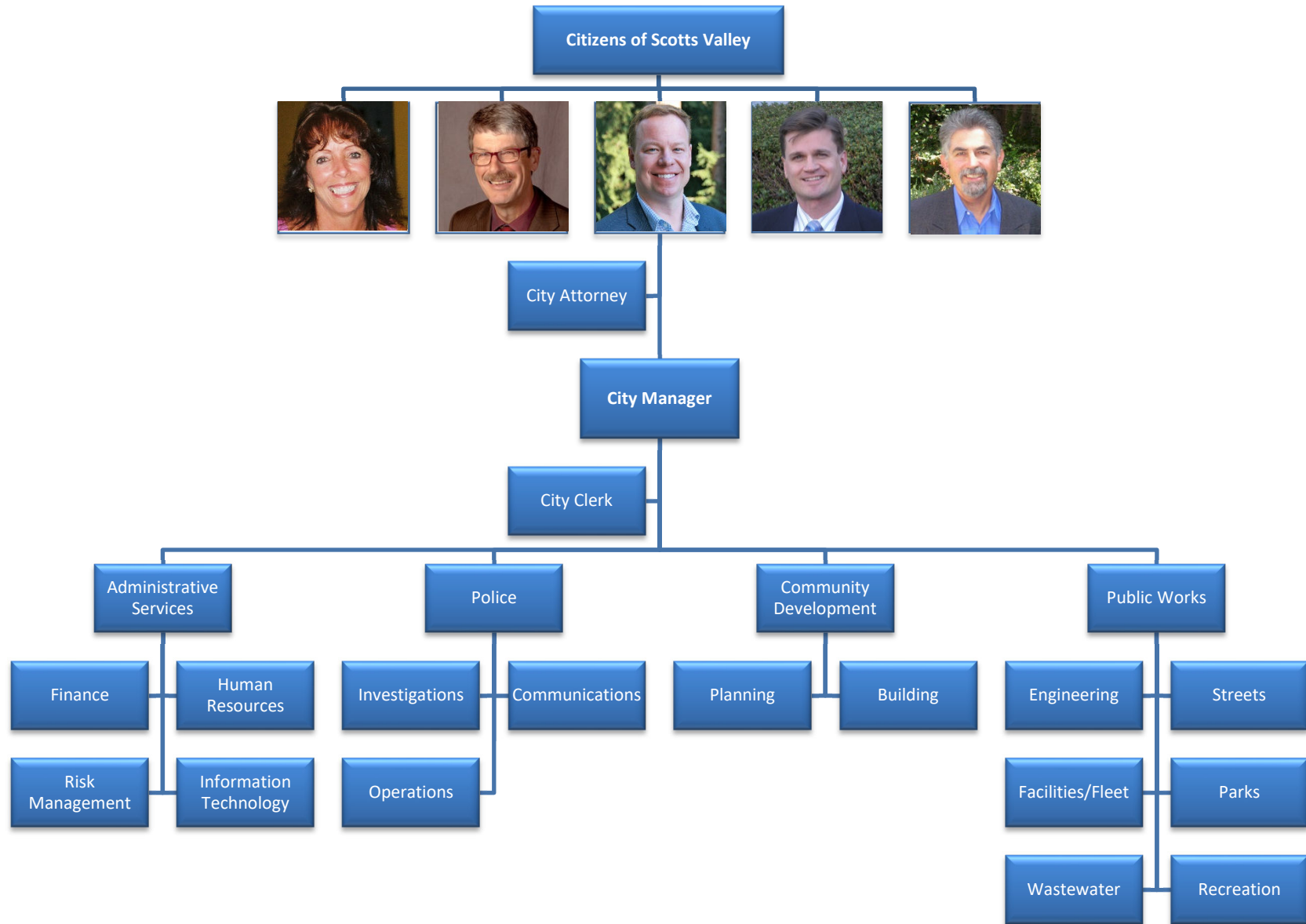


Table of Contents

FY 2021-22 Annual Budget

Section	Page Number
City of Scotts Valley Organization Chart.....	2
City Manager Budget Message	3
Five-Year Financial Plan and Ten-Year General Fund Financial Forecast	11
Financial and Personnel Summaries.....	47
General Fund	
City Council	77
City Attorney.....	79
City Manager's Office and Office of the City Clerk	81
Administrative Services Department.....	85
Police Department.....	93
Planning and Building Department	99
Public Works Department	105
Non-Departmental Funds	117
General Capital Improvement Fund	121
Special Revenue Funds	
Development Impact Fee Funds.....	123
Other Special Revenue Funds.....	127
Debt Service Funds	141
Recreation Fund	143
Wastewater Funds	149
Internal Service Fund.....	155
Five-Year Capital Improvement and Capital Purchase Program (Five-Year CIP Plan)	
Capital Improvement and Capital Purchase Program	157
CIP Budgeting Process	161
Project Descriptions.....	164
Financial Summary.....	209
Funding Availability.....	211

City of Scotts Valley Organization Chart



City Manager Budget Message

May 19, 2021

Honorable Mayor and Members of the City Council:

With appreciation for the tremendous collective effort dedicated to its development, the FY 2021-22 City of Scotts Valley Preliminary Budget is presented to the City Council for your consideration. The City is exiting what many would call one of the most extraordinary years of our lifetime – a global pandemic that took many lives, nearly shut down the national/state/regional economy, and will have lingering impacts on people, businesses, and local governments for the next several years.

The City took swift action in anticipation of a deep recession and the operational results of the pandemic. Recreation services were paused. Several vacant positions were frozen. Non-critical expenditures were curtailed. The City made over \$1 million in General Fund related expenditure reductions in order to weather the fiscal storm of the pandemic. Through the year, City staff adapted to changing circumstances over and over to meet community service needs.

In the midst of the pandemic, a lightning-caused wildfire ravaged the Santa Cruz mountains. The CZU Lightning Complex Fire caused extensive damage to homes in unincorporated Santa Cruz and San Mateo counties. While the fire ultimately stopped short of Scotts Valley, half of the City was ordered to evacuate for one week while firefighters from CalFire and other local fire agencies battled the inferno. While Scotts Valley was thankfully spared, the use of Skypark as Emergency Base Camp rendered the park's fields unusable for much of FY

2021 due to the damages caused by heavy trucks and apparatus on the turf. These efforts required our Public Works department to devote attention away from typical maintenance and capital improvement projects and towards addressing the operational impacts of the closure of Skypark and addressing the needs of the community after the fire and during the pandemic.

Prior to the pandemic, the City's budget had been at risk for years, with inadequate revenues to support basic functions. Over time, waves of reductions led to the tightening of the organization to its current condition of skeletal staffing, tremendous challenges with recruitment and retention, and underinvestment in City operations, equipment and technology.

The City also suffered significant turnover in its Police Department, with up to five vacant positions at any one time that required senior management to directly oversee patrol services to ensure the seamless delivery of law enforcement and community protection services.

The City's Fiscal Sustainability Plan (FSP) supported a conversation with the public about increasing the local transactions and use tax (local sales tax). On March 3, 2020, voters overwhelmingly approved (with a 64.28% passage rate) Measure Z, which modified the local sales tax, beginning on July 1, 2020, from 0.50% to 1.25% for a period of 12 years that expires June 30, 2032. Measure Z is expected to generate over \$4.5 million annually as the City exits the pandemic recession by FY 2024.

Where FY 2021 would be considered the year of once-in-a-lifetime challenges, FY 2022 is expected to be the year of

municipal services restoration. In this next year, the City intends to restore services to the community to the fullest extent possible by filling those positions that were maintained as vacant during the pandemic. Improvements to the Scotts Valley Library using funds available through the Library Parcel Tax (Measure S) and excess residual funds from the Library JPAs maintenance of efforts requirements will be at or near completion by the end of the fiscal year.

The Council established the following priorities for the coming year:

- 1. Ensure Long-Term Financial Stability**
- 2. Encourage Business Development and Expand the City's Economic Base**
- 3. Implement Operational Initiatives to Enhance City Services**
- 4. Maintain Quality of Life for City Residents**

These goals will be honed by necessity to the highest priorities of financial stability and economic development, and advancing mandated or top-level projects.

Financial Overview

The proposed FY 2021-22 annual budget includes cautious revenue assumptions as the City and the region exit the COVID-19 pandemic recession. The City is making strategic plans to restore services paused or slowed during the pandemic. Investment in the City's wastewater treatment plant and collection system is a high priority in this next budget year, as is the restoration of Skypark for the use and enjoyment of the community.

Nonetheless, the General Fund is expected to draw down reserves totaling \$977,000 in FY 2022 as sales tax and transient occupancy (hotel) taxes are not expected to fully recover until FY 2024.

Highlights from the proposed FY 2021-22 budget are as follows:

- Police, public works and planning/building services will be restored to pre-pandemic levels.
- Recreation services are being restored ratably through a combination of partnerships with non-profit organizations such as the Boys & Girls Clubs of Santa Cruz County and collaboration with other local agencies.
- The General Fund will advance repayment of \$183,000 per year over the next three years to the EDG Revolving Loan Fund for the CDBG-funded loan made to a developer so that those funds may be made available to support community services and economic development initiatives within the community. Upon repayment by the developer, the General Fund advance will be restored.
- Grant funds from the Proposition 68 Parks and Water Bond Act totaling \$178,000 will allow for the replacement of certain playground equipment at Skypark.
- A grant through the Proposition 56 Tobacco Prevention Act totaling \$189,000 per year for three years will allow the funding of a Police School Resources Officer and other program and administrative costs to reduce use of tobacco products amongst school-age children and within the community as a whole.
- The City's wastewater collection system and treatment plant will be the subject of an updated sewer system master plan that will identify changes necessary for the

system to handle the capacity and regulatory needs over the next 20 years.

- Subject to the Prop 218 process, wastewater rates will increase by 9% in order for the wastewater system to have the necessary resources to maintain a safe and reliable collection and treatment system.
- Transportation-related projects are currently expected to be funded based upon additional revenue sources provided by Santa Cruz County Measure D, gas tax revenues, and SB-1 funding. Key projects will include rehabilitation of Bean Creek Road, median improvements on Mt. Hermon Road, and the annual street maintenance and resurfacing programs. The recently adopted Active Transportation Plan will be analyzed during FY 2022 to identify cost estimates and project prioritization that will be included in future budgets and CIP plans.
- CalPERS' 2016 decision to reduce the investment return assumption rate (or "discount rate") from 7.5% to 7% is now fully implemented. On a baseline level, the City's contribution to the CalPERS investment pool is expected to grow from \$2.01 million in FY 2021 to \$2.69 million by FY 2026. This assumes, however, that CalPERS is able to achieve a 7% investment return rate. CalPERS' own investment advisors have indicated that the CalPERS portfolio can only expect to earn 6.2% long-term. For planning purposes, the City's long-range forecast assumes that there will be significant pressure on CalPERS to reduce the discount rate to at least 6.5% in the coming 5 years. As such, the City is expecting its annual contribution to increase from \$2.01 million in FY 2021 to \$3.06 million by FY 2026.
- The FY 2022 budget sets aside \$100,000 (with \$75,000 coming from the General Fund and \$25,000 from

Wastewater Operations) above and beyond pay-as-you-go retiree health care (OPEB) costs.

- The City will receive approximately \$2.2 million in federal stimulus funds from the American Rescue Plan Act (ARPA) that was enacted into law on March 11, 2021. These funds will be received in two tranches, with the first payment on or after June 11, 2021, and the second payment one year after the first payment is received. The US Treasury Department is expected to issue regulations on the use of the funds in compliance with ARPA. As of the date of publication of this budget, those regulations were not available. The current FY 2021-22 budget and the long-range forecast does not include these funds pending Council deliberation and policy direction on the use of those funds that will be informed by the forthcoming regulations issued by the Treasury department.

Fiscal Reserves

The City Council established target reserve policies for its operating or capital funds – namely the General Fund, General CIP Fund, Recreation Fund, and Wastewater Operating and Capital Funds as follows:

- **General Fund** – a target reserve level equal to two months, or 17%, of annual operating expenditures plus net transfers out to other funds
- **General Capital Improvement Fund** – a target reserve level of \$500,000 for emergency capital needs
- **Recreation Fund** – a minimum reserve level of zero with transfers from the General Fund to subsidize any deficits

- **Wastewater Fund** – a target reserve level equal to six months, or 50%, of annual operating expenditures plus a \$1 million reserve for emergency capital needs.

General Fund Reserves from the Updated Long-Range Financial Forecast

Figure 1 shows the projected annual surplus (deficit) for the General Fund, which is expected to draw down reserves until the fiscal impacts from the pandemic recession subside by FY 2024. With the exception of FY 2025 and 2028, the latter of which expects another minor recession (once every seven years based on historical trends), the City is expected to operate at a surplus in those future years.

Figure 1. General Fund Ten-Year Projection of Annual Surplus (Deficits) – FY 2021-22 to FY 2030-31 (Baseline Scenario)

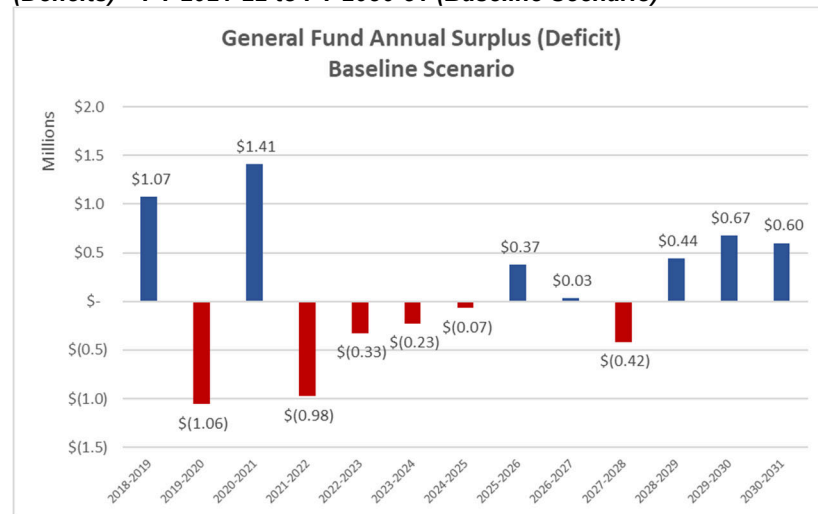
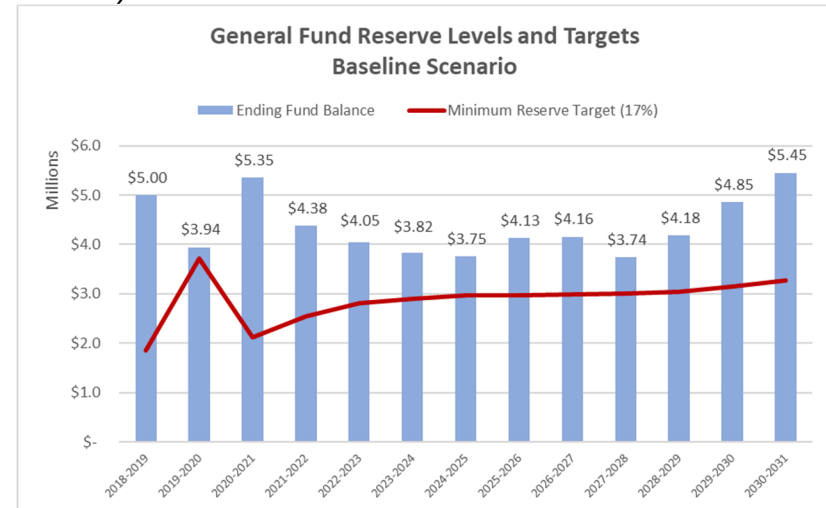


Figure 2 presents the updated forecast of General Fund reserves. Throughout the next ten years, based on current assumptions, the General Fund is expected to maintain reserve levels above the minimum reserve target of 17% of annual operating expenditures plus net transfers.

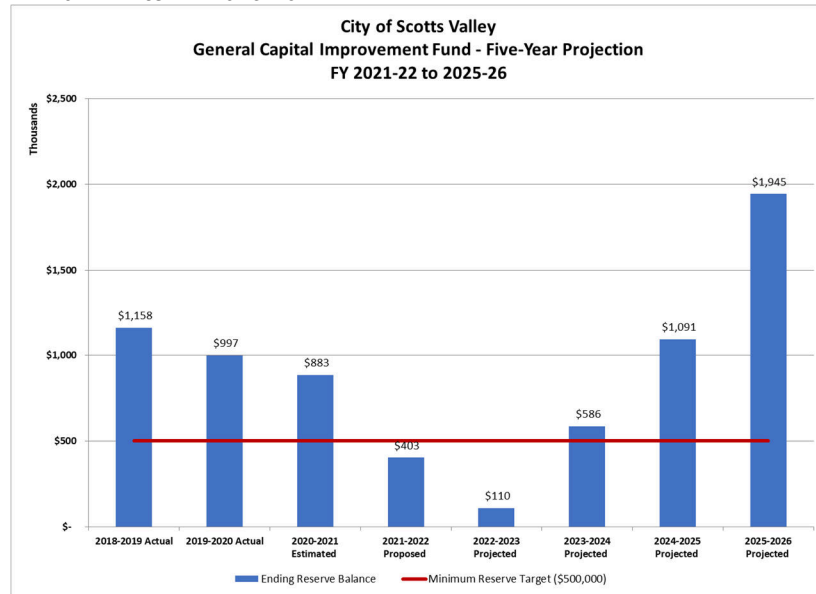
Figure 2. General Fund Ten-Year Projection of Ending Reserves, Revenues and Expenditures – FY 2021-22 to FY 2030-31 (Baseline Scenario)



General CIP Fund Reserves

Figure 3 indicates that General CIP Fund reserves, while not the main funding source for CIP projects, will fall below the minimum reserve target in FY 2022 and 2023 based on anticipated capital projects during that time. However, the City expects receipt of \$3.3 million in loans outstanding from the former redevelopment agency starting in FY 2023 which will allow General CIP reserve levels to be restored and available to fund future capital projects without an identified funding source.

Figure 3. General CIP Fund Five-Year Projection of Ending Reserves – FY 2021-22 to FY 2025-26



Recreation Fund Reserves

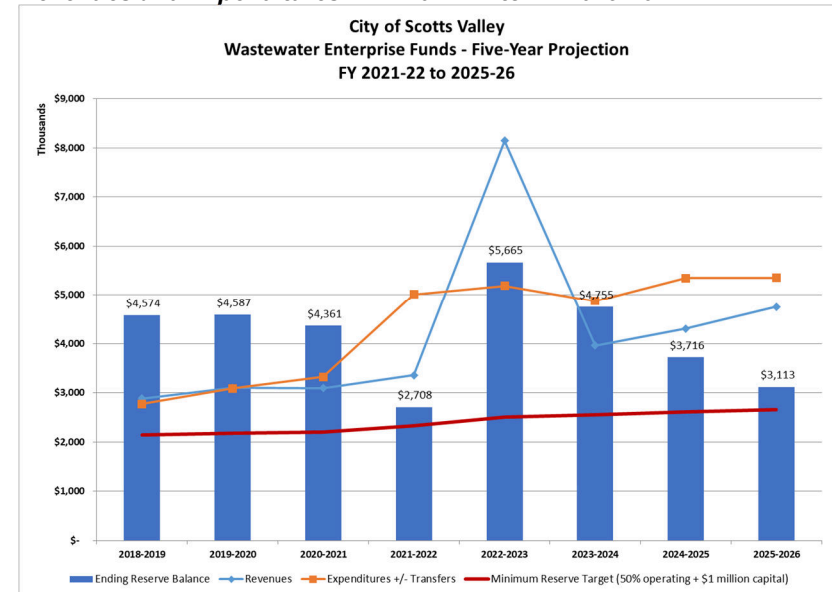
The City will be exploring ways to deliver quality Recreation services in FY 2022 and beyond. Part of this analysis will include the impact on revenues, expenses and reserve levels. The current forecast assumes that the Recreation fund will require a General Fund subsidy totaling \$541,000 in FY 2022 to restore reserves depleted as a result of the pandemic recession, and \$150,000 per year beyond FY 2022. These amounts will need to be refined as the operational decisions regarding the future provision of Recreation services is made.

Wastewater Funds (Operating and Capital) Reserves

Finally, Figure 4 indicates that the Wastewater Funds' reserve levels will be restored due to fee increases that, subject to Proposition 218 requirements, will equate to 9% per year from FY 2022 through FY 2026. The Wastewater funds have nearly

\$7.2 million in capital improvement projects planned through FY 2026, which will require short-term borrowing of \$4.5 million in FY 2023 to mitigate the impact on wastewater rates. Projected reserves will stay above the City Council's target reserve level of six months (50%) of operating expenditures and \$1 million for capital replacement of wastewater collection and treatment.

Figure 4. Wastewater Funds Five-Year Projection of Ending Reserves, Revenues and Expenditures – FY 2021-22 to FY 2025-26



General Fund Overview

The General Fund is expected to start FY 2021-22 with \$5.4 million in available reserves. Operating revenues are expected to exceed expenditures by \$250,000. With net transfers out of \$1.2 million, the General Fund will have a deficit of just over \$977,000 in FY 2021-22, and reserves will be drawn down to \$4.4 million. That equates to 29% (over 3.5 months) of annual baseline operating expenditures plus net transfers out.

Compared to FY 2020-21 year-end estimates, FY 2021-22 General Fund revenues are projected to increase by \$291,000, or 2.1%, as shown in Table 1, primarily due to increases in property taxes and restoration of sales and transient occupancy taxes. One-time revenues in FY 2020-21 from the CARES Act federal stimulus package (\$144,000) and rental income from the use of Skypark as Emergency Base Camp during the CZU Lightning Complex Fires (\$280,000) offset the gains in those tax revenue sources.

Table 1. General Fund Revenues – FY 2019-20 to FY 2021-22

	FY 2019/20 Actual	FY 2020/21 Projected	FY 2021/22 Projected	% Change from FY 2020/21
Taxes				
Property taxes and assessments	\$ 3,149,089	\$ 3,242,269	\$ 3,371,700	4.0%
Sales taxes - General	2,375,884	2,197,500	2,268,100	3.2%
Sales taxes - Local (Measure Z)	1,347,823	3,364,016	3,473,200	3.2%
Franchise taxes	1,079,434	1,048,000	1,073,700	2.5%
Transient occupancy taxes	1,520,372	1,120,800	1,445,300	29.0%
Utility users taxes	794,878	818,700	843,300	3.0%
Business license taxes	258,716	311,700	314,800	1.0%
Total Taxes	10,526,195	12,102,986	12,790,100	5.7%
Intergovernmental	-	152,875	8,500	(94.4%)
Fines and forfeitures	31,455	16,800	16,900	0.6%
Fees and services (recurring)	549,792	689,720	706,500	2.4%
Rental Income	65,202	347,200	69,200	(80.1%)
Investment earnings	61,461	69,000	69,700	1.0%
Other	10,103,110	315,100	324,100	2.9%
Total Revenues	\$21,337,216	\$13,693,681	\$13,985,000	2.1%

The proposed FY 2021-22 budget begins to restore services from the pandemic. General Fund expenditures are expected to increase by \$1,216,300 (9.7%) as shown in Tables 2 and 3 in the area of employee services and one-time capital costs associated with the replacement of the heating, ventilation and air conditioning (HVAC) equipment system for City Hall and the Police Department.

Table 2. General Fund Expenditures by Department – FY 2019-20 to FY 2021-22

Department	FY 2019/20 Actual	FY 2020/21 Revised	FY 2021/22 Proposed	% Change from FY 2020/21
Legislative	\$ 248,186	\$ 302,644	\$ 295,689	(2.3%)
City Attorney	249,577	184,000	296,000	60.9%
General Government	11,191,479	1,368,628	1,430,325	4.5%
City Manager/Administration	491,369	470,919	819,632	74.0%
Admin Services - Finance	659,489	696,015	964,290	38.5%
Admin Services - Human Resources	146,773	40,740	125,504	208.1%
Admin Services - Information Technology	126,889	142,200	171,500	20.6%
Admin Services - Risk Management	424,517	437,725	476,417	8.8%
Police	5,388,515	5,568,294	5,283,202	(5.1%)
Animal Control	116,070	120,000	105,000	(12.5%)
Emergency Services	108,914	48,305	48,350	0.1%
Community Development - Planning	656,448	691,855	937,371	35.5%
Community Development - Building	493,375	539,800	504,824	(6.5%)
Public Works - Engineering	657,553	716,285	805,446	12.4%
Public Works - Streets	369,709	497,611	313,775	(36.9%)
Public Works - Vehicle/Equipment	21,658	45,038	126,971	181.9%
Maintenance	309,920	336,588	514,834	53.0%
Public Works - Parks	208,240	309,733	215,563	(30.4%)
Public Works - Building	1,414	2,000	300,000	14900.0%
Maintenance	1,414	2,000	300,000	14900.0%
Non-departmental	1,414	2,000	300,000	14900.0%
Total General Fund Expenditures	\$21,870,093	\$12,518,380	\$13,734,693	9.7%

Table 3. General Fund Expenditures by Type – FY 2019-20 to FY 2021-22

Department	FY 2019/20 Actual	FY 2020/21 Revised	FY 2021/22 Proposed	% Change from FY 2020/21
Employee Services	\$ 8,271,540	\$ 9,018,137	\$ 9,565,322	6.1%
Services and supplies	2,913,042	2,758,415	3,105,562	12.6%
Fixed Assets	75,753	19,500	331,485	1599.9%
Other	10,609,758	722,328	732,325	1.4%
Total General Fund Expenditures	\$21,870,093	\$12,518,380	\$13,734,693	9.7%

Wastewater Funds Overview

The proposed FY 2021-22 budget restores service levels in the Wastewater Funds operations. Revenues are projected to increase by 8.5% due primarily to a 9% increase in wastewater rates, shown in Table 4.

Table 4. Wastewater Funds Revenues – FY 2019-20 to FY 2021-22

	FY 2019/20 Actual	FY 2020/21 Revised	FY 2021/22 Proposed	% Change from FY 2020/21
Intergovernmental	\$ 138,834	\$ 110,000	\$ 113,300	3.0%
Fees and services (recurring)	2,900,640	2,953,500	3,214,500	8.8%
Investment earnings	43,902	17,900	17,900	0.0%
Other	14,835	10,000	10,000	0.0%
Total Revenues	\$ 3,098,211	\$ 3,091,400	\$ 3,355,700	8.5%

Wastewater Funds expenditures are expected to increase by \$1,684,200, or 51.5%, due primarily to significant increases in capital outlay for capital projects to the wastewater treatment plant and collection system, and modest increases in services and supplies necessary for treatment plant operations, shown in Table 5.

Table 5. Wastewater Funds Expenditures by Type – FY 2018/19 to FY 2020/21

	FY 2019/20 Actual	FY 2020/21 Revised	FY 2021/22 Proposed	% Change from FY 2020/21
Employee Services	\$ 1,116,308	\$ 1,202,709	\$ 1,295,160	7.7%
Services and supplies	951,066	893,274	1,027,519	15.0%
Capital Outlay	721,855	904,708	2,332,197	157.8%
Other	244,613	270,000	300,000	11.1%
Total Expenditures	\$ 3,033,843	\$ 3,270,691	\$ 4,954,876	51.5%

Organizational Changes

The City is proposing the addition of four positions in FY 2021-22:

- **Police/School Resource Officer (Police)** – to provide resources to school-age children and tobacco prevention programs funded through a 3-year grant from Proposition 56 Tobacco Prevention funds from the State of California;
- **Assistant to the City Manager (City Manager's Office)** – to provide additional capacity for research, analysis and special projects management;
- **Administrative Secretary III (City Hall Reception Desk)** – providing administrative support to Finance, Planning/Building and Administration departments and to staff the reception desk at City Hall; and
- **Maintenance Worker III (Public Works)** – providing additional capacity to the team that manages streets, facilities, parks and equipment maintenance.

In addition, the proposed budget includes restoring the following positions:

- **Building Permit Technician (Building Division)** – onboarding a position that is currently contracted out; and
- **Senior Recreation Leader/Site Directors (2) (Recreation)** – provide project supervision support for the restoration of recreation services, to be filled upon determination of recreation service models for restored recreation services and programs.

Closing

Scotts Valley demonstrated its resilience, creativity, and adaptability through the pandemic and the wildfires that ravaged the area. It has emerged from these tumultuous times with revenue sources that, once fully restored, will allow the City to increase its capacity for service delivery. Thank you to the City Council for your ongoing support and commitment to the Scotts Valley community.

I also wish to express my sincere gratitude to the residents, businesses, schools, and other governmental entities of Scotts Valley. Our community has been tested this year, and our resilience and optimism continue to prevail. We have come together stronger as a community and as a City organization.

On behalf of the entire City staff, we look forward to discussing the budget proposals included in this proposed FY 2021-22 Annual Budget that is scheduled for adoption on June 16, 2021.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tina Friend". The signature is fluid and cursive, with the first name "Tina" being more prominent than the last name "Friend".

Tina Friend
City Manager



FIVE YEAR FINANCIAL PLAN and TEN YEAR GENERAL FUND FINANCIAL FORECAST For the Five Years ended June 30, 2026 and Ten Years ended June 30, 2031

CITY COUNCIL

Derek Timm, Mayor
Jim Reed, Vice Mayor
Jack Dilles
Randy Johnson
Donna Lind

CITY MANAGER

Tina Friend

This page intentionally left blank.

FIVE- AND TEN-YEAR FINANCIAL FORECAST (FY 2021-22 to FY 2030-31)

The City has prepared a five-year financial forecast for all funds, and a ten-year financial forecast for the General Fund. These forecasts are not intended to accurately predict in fine details the outcome of future financial operations. Rather, financial forecasts are used as planning tools to identify future trends and issues that require policy direction relative to capital improvement expenditures funding, providing and maintaining service levels to the community, and to identify if there are any fiscal challenges that lay ahead that may require revenue enhancements to maintain desired service levels, or expenditure cuts in order to protect the city's fiscal resources.

The key in preparing any forecast is to start with a reasonably accurate assessment of the current status of fund balance reserves, current revenue projections and trends, developing an expenditure plan that is reflective of current service levels, and incorporating a capital expenditure plan that identifies the priorities for maintaining city infrastructure.

It was only seven years ago when the City, the region, California, and the nation exited one of the worst economic recessions since the 1920's known as "the Great Recession". Little did the City expect that a worldwide pandemic would have yet another dramatic impact on City operations and fiscal resources. The COVID-19 pandemic brought upon the nation a deep and immediate recessionary impact. The nation, state, and Santa Cruz County issued shelter-in-place orders in March 2020 in an effort to slow the spread of the deadly virus. After two separate virus resurgences, the invention and deployment of three

vaccines to protect people against the virus, and two separate stimulus packages approved by the federal government, the economy is showing signs of recovery.

The initial onset of the pandemic had an immediate impact on City revenues. Closure of all recreation programs and city facilities all but eliminated all recreation and facility rental programs and their accompanying revenues. Suspension of business and leisure travel significantly reduced transient occupancy tax revenues and completely shut down one of the City's key TOT generators, 1440 Multiversity. Several businesses curtailed operations or completely closed, negatively impacting business license tax revenues. Sales tax revenues initially fell, in part due to a significant reduction in gas purchases and the accompanying sales tax revenues. However, online sales began to increase and, with it, sales tax losses were not as bad as was originally anticipated due to the City's share of online sales taxes collected through the County pool.

Expecting a significant loss in revenues, the City took steps to mitigate the potentially damaging fiscal impacts of the oncoming pandemic. Most of Recreation's full-time and part-time seasonal staff were laid off. The City Manager, with Council approval, froze most vacant positions. Discretionary spending by departments other than truly core needs was suspended.

By April 2021, sales tax revenues are showing signs of recovery, although they are not projected to fully restore from pre-pandemic (FY 2019) levels until FY 2024. Transient occupancy taxes continue to lag, but it is expected that the summer of 2021

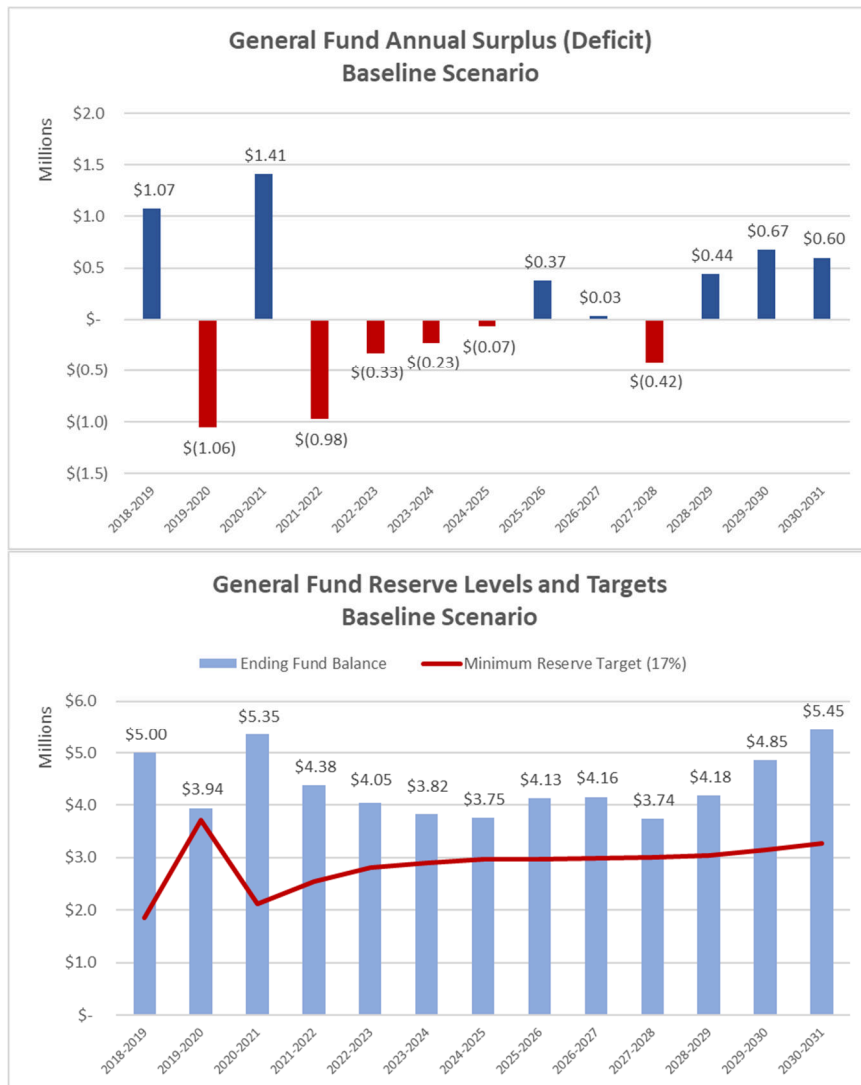
will see a large recovery in leisure travel as people that cannot travel overseas due to continued travel restrictions are expected to make trips within the United States and, with it, increased travel to the Santa Cruz area. Business license taxes are expected to lag until which time small business is able to restart operations. Some businesses will be gone forever, but the City remains hopeful that new businesses will see opportunities and start operations in the City.

In the midst of the pandemic, housing prices continued to rise. Development activity slowed down, but recent indications are that developers are eager to continue plans for development. While no significant property developments are currently expected to take place within the next 2 to 5 years based on currently known plans, the City is expecting that Target's arrival in 2022 at the former K-Mart location will create a renewed vibrancy in the Scotts Valley Square Shopping Center and will generate increased sales tax and transactions and use (local sales) tax for the City.

The **baseline five-year financial forecast for all funds other than the General Fund** indicate that those funds will maintain sufficient reserves to meet future operating and capital requirements. The City will benefit from the repayment of a total of \$6.5 million owed to it from the Successor Redevelopment Agency as the agency will have paid off its other higher priority loans and will fully reimburse the City for its advanced funds made prior to dissolution of the former RDA in 2012. A total of \$3.3 million of those advances are due to the City's General Fund and, in accordance with the City's recently adopted guiding budget principles, are planned to be deposited into the City's General CIP fund that funds capital improvement projects for which there does not exist sufficient dedicated funding sources. This will provide the City additional resources to fund necessary capital improvement projects such as the replacement of the Public Works facility at the Corporation Yard and other much-needed repairs and upgrades to City facilities and parks. The

Wastewater fund is expected to have sufficient reserves through FY 2025-26 through the anticipated approval of wastewater rate increases based upon a recently completed five-year rate study.

The baseline ten-year financial forecast for the General Fund indicates that the City has finally reached a level of fiscal sustainability based on current service and staffing levels. The approval of Measure Z, the local 1.25% transactions and use (sales) tax measure approved by voters in March 2020, is expected to generate over \$4 million per year starting by FY 2022/23 and will continue to grow. This measure, which would sunset in June 2032, has helped the General Fund restore fiscal sustainability to provide some fiscal capacity to address much needed service level deficiencies in the areas of planning, recreation, public works, and City administration. The refinancing of several general obligations of the General Fund in 2019 has also reduced the City's debt service obligations. When the City achieves full restoration of revenue sources from the pandemic recession by FY 2024, the General Fund is expected to have an annual surplus that will grow to approximately \$600,000 per year by FY 2031. Reserve levels will be maintained at or above the minimum reserve policy of two months (17%) of annual operating expenditures. These are shown in the figures that follow.



The long-range General Fund forecast is influenced by the following significant assumptions:

- **Pandemic recession recovery by FY 2024** – Sales, tax, TOT and business license tax are anticipated to recover to pre-pandemic (FY 2019) levels by FY 2024.
- **Restoration of frozen positions and addition of new positions in FY 2021-22** – the baseline budget for FY 2021-22 includes restoring most positions left vacant during the pandemic and adding four (4) new positions. Positions that are included and fully funded in the long-range forecast are shown in the table below. The Police Captain position is being held as vacant until which time police officer positions are filled and service are restored within the Police department.

Department	# Vacant	Positions
Filled Vacant Positions		
Planning	1	• Senior Planner
Police	1	• Emergency Dispatch Clerk
Public Works	4	• Parks Maintenance Worker II • Wastewater Lab Compliance Manager • 2 Wastewater Operator I's
Recreation	2	• 2 Senior Recreation Leader/Site Directors
Added New Positions		
Administration	2	• Assistant to the City Manager • Administrative Secretary III
Police	1	• Police Officer (School Resource Officer fully funded by Prop 56 Tobacco Prevention funds)
Public Works	1	• Streets Maintenance Worker III

- **Equipment Replacement** – set aside of \$150,000 per year for equipment replacement funding for things such as vehicles, equipment, technology, HVAC systems, roof, carpet, and paint.
- **CDBG Loan Advance Repayment** – Advance repayment by the General Fund to the EDG Loan Revolving Fund (#317) of the loan owed from a private developer totaling \$550,000 over a three year period starting in FY 2021-22.
- **Pension Obligation Bonds Expire in FY 2025** – the City will complete payoff of its POBs by FY 2025, thus saving the General Fund nearly \$400,000 per year after that time.
- **CalPERS Pension Costs** – the forecast assumes that CalPERS will not be able to maintain its current investment return rate expectation (“discount rate”) at 7% and will need to reduce the discount rate to 6.5% within the next 10 years. The forecast further assumes that CalPERS will only generate 6.2% in average annual returns based on the latest published forecasts by CalPERS’s investment advisors. This will increase unfunded obligations that will require increased payments on average totaling \$450,000 per year starting in FY 2022-23.
- **Unfunded/Underfunded Capital Improvement Projects** - The Five-Year Capital Improvement Project Plan that is incorporated into the five-year financial plan indicates that most projects are fully funded. However, there exists four projects with current estimated totals of \$5.6 million that will require further study and analysis and an identification of funding sources to be completed.

- **Federal Stimulus Funds from American Rescue Plan Act (ARPA)** – The current forecast does not include any assumptions relative to the receipt of over \$2.2 million in ARPA local government stimulus funds anticipated to be received in two equal installments of approximately \$1.1 million over a two year period. Forthcoming regulations issued by the US Treasury Department will inform City Council policy direction on the use of the funds. Until that time, there has not been any assumptions made relative to the deposit and use of these funds.

The actions taken by the City Council and staff have allowed the City to avoid what may have been catastrophic impacts as a result of the pandemic recession that the City and the region begins recovery from in the next several years. The implementation of the City’s fiscal sustainability plan in 2019 has provided stability to the General Fund based on current service levels and staffing. Yet there is a desire by the community for increased service levels in several public-facing services such as parks maintenance, recreation, planning/building services, and other services that require sufficient analyst and administrative support in order to accomplish.

As the City exits this recession, it finds itself in as solid a footing as it has experienced in many years, and there exists cautious optimism that the City can begin to deliver timely and quality services that the community has come to expect over the next five years.

City of Scotts Valley

Summary of Key Assumptions Used in Preparation of the Five-Year Financial Plan for the Five Years Ended June 30, 2026 and Ten-Year Financial Forecast for the General Fund for the Ten Years Ended June 30, 2031

The City of Scotts Valley Five-Year Financial Plan covers the five-year period ending June 30, 2026, and a ten-year financial forecast for the General Fund ending June 30, 2031. The analyses make key assumptions that, based on historical trends and current information received from various sources, are considered most likely to be incurred. The sources used in preparing these assumptions were:

- Budget and economic information from the State Department of Finance and the Legislative Analyst's Office
- Consumer price index adjustments from the Bureau of Labor Statistics
- Residential property value trends from the National Association of Realtors, California Association of Realtors, and the Santa Cruz County Association of Realtors
- Consumer spending and interest rate trends as compiled by the Federal Reserve Bank
- Property assessment valuations from the County Assessor's office
- Anticipated commercial and residential developments in the City from the Community Development Department
- Unemployment rates from the Bureau of Labor Statistics and the California Employment Development Department

- Market rates realized on existing investment securities
- Availability of Federal and State Grants
- Pending and current legislation affecting local government revenues and costs
- Known one-time revenues and expenditures

The key assumptions made in the preparation of the Plan are listed here.

Overall Economic Forecast

The COVID-19 pandemic recession had a swift impact on City revenue sources and service delivery. Recovery from the recession is expected to not be fully realized until FY 2024 in most areas.

Property values and home sales have increased. Interest rates have inexplicably remained low, even prior to the pandemic recession. Increases in interest rates may place a damper on the affordability of home purchases in the coming five years. Sales tax and personal income tax revenues statewide are recovering in the wake of the pandemic. Unemployment rates, which initially fell to historic highs immediately upon the start of the pandemic (nearly 15% nationwide in April 2020), have recovered but still lag pre-pandemic levels. The US and California unemployment rates currently stand at 6.0% and 8.5%, respectively. Santa Cruz County unemployment rate stands at 8.4%. The overriding

assumption used in this forecast is that Scotts Valley's revenues will experience modest growth rates of approximately 1% to 5% long-term, with a recovery of sales tax, transient occupancy tax, and recreation revenues to pre-pandemic levels by FY 2024, discussed more fully in the section that follows.

Recessions

Historically, California and the greater Bay Area have experienced recessions once every seven years. Recessions typically impact cities' General Fund revenues by about 5-10%, depending on the severity of the recession, and typically find that revenues will recover over a three-year period. The first recessionary impact is assumed to occur in FY 2027-28.

Reserve Policies

The City Council's established minimum reserve policies for its various funds has been indicated in the forecast as follows:

- *General Fund* – Minimum target reserve of two months (or 17%) of annual operating expenditures plus net transfers out (in)
- *General CIP Fund* – Minimum target reserve of \$500,000
- *Recreation Fund* – Minimum reserve level of zero (\$0) with annual transfers, as necessary, from the General Fund to fully subsidize costs not recovered through fees and charges
- *Wastewater Funds* – Minimum reserve level of six months (50%) of annual operating expenses plus \$1 million for capital outlay needs

Revenue Assumptions

Assumptions made in determining significant revenue amounts are listed below:

Development –Planning, Permit, Development Impact Fees, Transient Occupancy Taxes

Projects that are reasonably expected to receive entitlements and start construction in the next 12-18 months are typically included in the City's prior forecasts. Planning, permit and development impact fees, and transient occupancy taxes are projected for such projects. Given that the City's property tax apportionment rate (6.5%) is relatively low, property tax revenues have not been estimated for such projects in the long-range forecast.

- *Development Projects* – There are no specific significant development projects that have been included in the long-range forecast as there are none of any significance that meet the criteria of being reasonably expected to start construction in the next 12-18 months.

Property Taxes

- The County Assessor's office provided updated assessed valuations for Scotts Valley for FY 2021-22, which indicated an expected property tax growth rate of approximately 4% from the prior year. Based on the trends in the real estate market and information provided by the Assessor's Office, property taxes are expected to increase by 3.5% in future years.

Sales & Use Tax

- The City's sales tax consultant, HdL Companies, is estimating the Bradley-Burns baseline statewide sales taxes in FY 2021-22 to see continued recovery from the pandemic recession, increasing by 3.4% in FY 2021-22, and nearly 11% in FY 2022-23, which will see sales taxes returning to pre-pandemic levels.

- The City's long-range forecast assumes that Target, which is a significant sales tax generator, will start operations in Scotts Valley in FY 2022-23, partially contributing to the significant increase in FY 2022-23 as mentioned above.
- The projections for Measure Z sales tax revenues, the City's 1.25% local transactions and use tax rate, is also expected to grow by similar increases as noted above. It should be noted that Measure Z will sunset in 2032, 12 years after passage, which is just outside the ten-year forecast range.
- The City expects a loss of less than \$100,000 per year in the Bradley-Burns-only portion of sales taxes due to anticipated shifts from certain online retailers whose business models are changing the location from which sales taxes are considered to be generated.

Transient Occupancy Tax (TOT)

- Current tax rate of 11% is assessed to people staying in the City's hotels. The forecast assumes that TOT revenues recover to pre-pandemic levels by FY 2024, with some hotels expected to recover in FY 2023. Long-term growth rates of 3% thereafter are included in the ten-year forecast.

Franchise Fees

- Franchise fee revenues from PG&E (gas and electric), GreenWaste (solid waste) and AT&T and Comcast (video services) have remained relatively stable. The forecast for gas, electric and solid waste assumes modest 3% growth in FY 2021-22 and in each subsequent year thereafter. Video services long-term growth rate is reduced to 1% growth due to the

continued impacts of consumers shifting to online streaming services ("cutting the cord").

Utility Users Tax (UUT)

- The City levies a 4% UUT on PG&E for gas and electric service. UUT revenues are expected to remain grow by 3% per year throughout the long-range forecast.

Business License Tax

- The Business License Tax Ordinance was last updated in 1992 and is primarily based on employment for each business. Revenues have been reset based on FY 2021-22 collections which were adversely impacted by the pandemic recession. Annual growth in the business license tax base of 3% per year is assumed throughout the forecast.

Planning, Building and Public Works Permit Revenues

- The forecast isolates significant one-time permit revenues from the recurring permit revenues that come as a result of tenant improvements, residential permits, and other typical permit in the ordinary course of business. Recurring revenues are expected to grow at a 3% rate in future years based on anticipated increases in costs of service delivery and the resulting impact on increased fees.

Investment Earnings

- The daily yield on the City's LAIF deposits as of April 21, 2021 was 0.33%. No significant growth in investment returns is anticipated in the ten-year period. Fluctuations in investment earnings will be based upon expected fund balance surpluses or deficits in each year.

Wastewater Revenues

- Wastewater Rates – Wastewater rates are expected to increase by 9% per year based upon a recently completed wastewater rate study implemented for the period July 1, 2021 to June 30, 2026.
- Wastewater Development Impact Fees – Recurring wastewater impact fees of \$50,000 are estimated in FY 2021-22, with a 3% growth in future years.

Gas Tax Revenues

- Historical gas tax revenues collected under the provisions of California Streets and Highways Code §2103-2107.5 are expected to total \$310,500 in FY 2021-22, a nearly 10% increase from the prior year, based on preliminary estimates from the State Department of Finance and analysis by the League of California Cities' financial consultant, Michael Coleman. Future gas tax revenues are expected to grow by 3%. Gas tax revenues could start to decline if the shift to electric vehicles as proposed by the Governor is implemented over the coming 20 years.
- The State Legislature approved, and the Governor signed into law, the Road Repair and Accountability Act of 2017 (SB-1), which imposes higher gas tax and vehicle registration fees, and increases vehicle registration vehicles on zero-emission vehicles. The funds are restricted to specific types of transportation projects, but by and large are consistent with the transportation funding needs of the City's street improvement programs. Revenue estimates for Scotts Valley indicate \$236,100 in FY 2021-22, an increase of 9.5% from prior year. Future SB-1 revenues are expected to increase by 3% per year.

Recreation and Facility Programs

- Recreation revenues were pretty much halted due to the pandemic recession. The City is planning to partner with local non-profit agencies for restoration of some services (e.g., daycare, youth activities). Annual recreation revenues prior to the pandemic totaled nearly \$1.1 million. The forecast assumes a ratable recovery of recreation programs, with estimated recreation revenues of \$327,000 in FY 2021-22, growing to nearly \$875,000 by FY 2022-23, and increasing ratably to \$1.2 million by FY 2025-26. The General Fund is expected to subsidize recreation programs through a transfer from the General Fund to the Recreation Fund totaling \$150,000 per year starting in FY 2021-22.

State Budget

- The Governor's proposed State Budget issued in January 2021 did not include any provisions that would appear to negatively impact the City's revenues in the current year. The City will continue to watch development of the State Budget for any issues that may potentially affect Scotts Valley when the Governor issues the May Revise at around the same time that the City Council reviews this preliminary budget.

Federal Stimulus Funds

- On March 11, 2021, President Biden signed the American Rescue Plan Act (ARPA) into law. The legislation included \$65 billion in funds dedicated to local governments throughout the country. Scotts Valley's allocation of those one-time funds is expected to total nearly \$2,213,000. These funds would be received in two equal amounts totaling nearly

\$1,106,500 per year starting as early as June 2021. These funds have not been incorporated into the General Fund nor the budget at this time pending policy direction from the City Council on how it wishes to use these funds. The City is awaiting regulations from the US Treasury Department in order to inform its decision on the use of those funds. Based on the provisions of the legislation, options include:

- Restoration of revenues lost as a result from the pandemic
- Investment in wastewater or broadband infrastructure
- Investment in the local economy to support businesses and non-profits from losses suffered as a result of the pandemic.
- Can not be deposited into pension funds
- Can not be used to offset/defer/delay new taxes enacted since the pandemic started (e.g., Measure Z)

Expenditure Assumptions

Assumptions made in determining significant expenditures are listed below:

Service Levels and Capital Improvement Projects

- The baseline forecast assumes that services provided to the community will remain at their current levels, with frozen positions filled and fully funded.
- Proposed Capital Improvement Projects in the five-year forecast are shown as funded and incorporated into the Plan. Four projects are indicated in the long-term capital improvement plan as “unscheduled and unfunded” pending further analysis and/or identification of a source of revenues.

Employee Services

- Salary and benefit amounts for FY 2021-22 have been included based on the pay plans and memoranda of understanding (MOU) for bargaining units currently in effect in FY 2020-21.
- Much of the City's workforce falls under collective bargaining agreements. All agreements are currently under negotiations with each bargaining group. Pending the outcome of those negotiations, no changes to compensation or benefits have been incorporated beyond what the current pay plans and MOUs entail.
- For FY 2022-23 through FY 2030-31, a conservative placeholder growth factor of 3% for cost-of-living adjustments, and an additional 1% for merit increases within pay plans, is included.
- Vacant positions have been budgeted at the top step of the pay plan as a conservative budgetary placeholder for those positions.
- CalPERS employer rates and unfunded actuarial liability contributions for FY 2021-22 and 2022-23 have been included in the forecast based on the most recently completed actuarial valuations provided by CalPERS' actuaries.
- The forecast assumes that the investment return assumptions in the existing Discount Rate of 7.0% is unachievable based on advice from CalPERS' own investment advisors. Long-term investment returns are only expected to achieve 6.2% per year. The CalPERS Pension Outlook tool has been used to project employer contribution rates and unfunded actuarial liability contributions based on a reduced discount rate of 6.5% effective FY 2023-24 and a long-term investment return rate of 6.2%. Pension costs are

expected to increase an average of \$450,000 per year from the current baseline discount rate starting in FY 2023-24.

Supplies and Services, Capital Outlay, Internal Service Charges, and Reallocations

- An increase of 3% in annual expenditures for these categories was used based on long-term CPI trends.

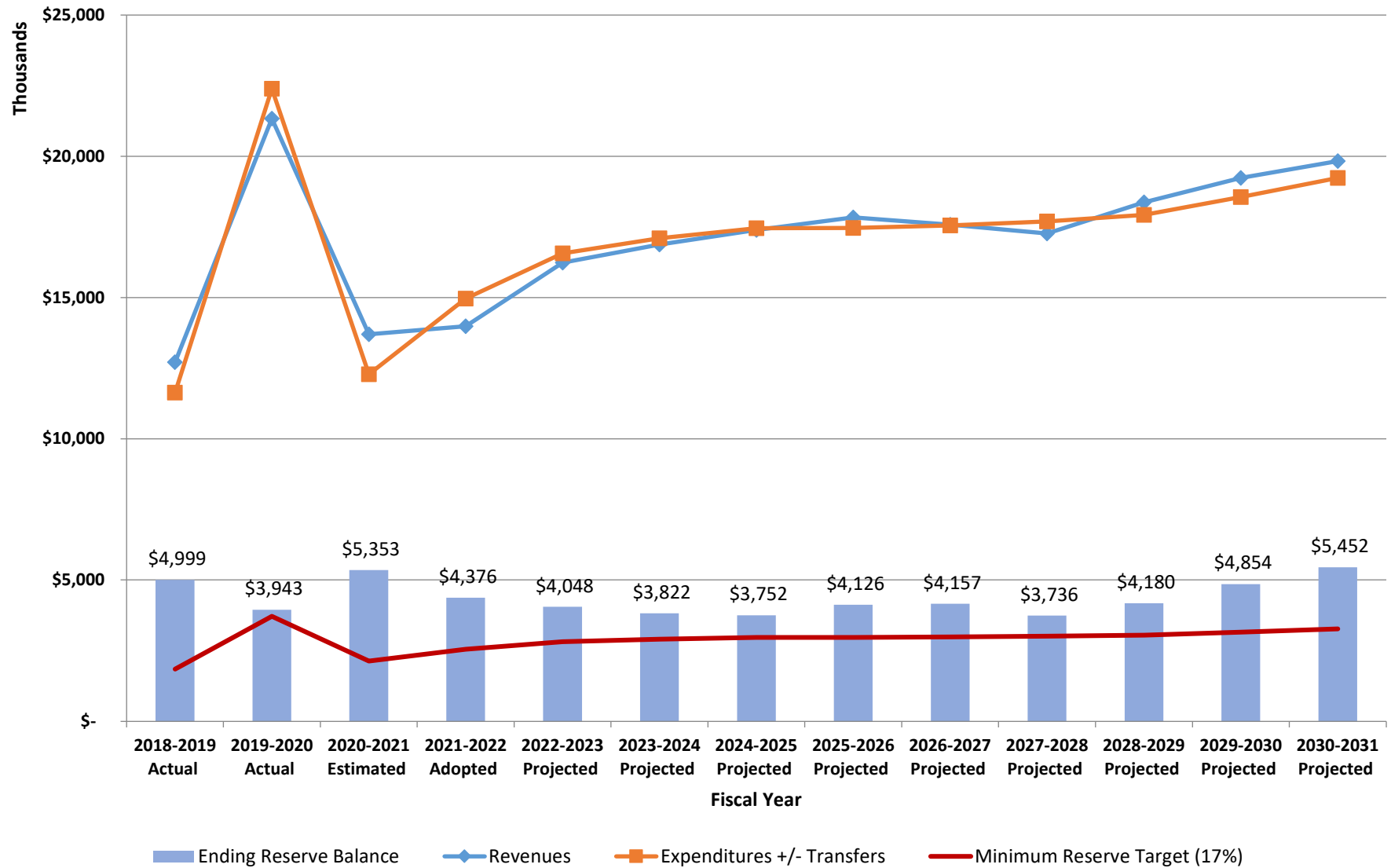
Realistic Expenditure Savings Forecast

- The General Fund is expected to realize budgetary expenditure savings of 1.5% due to staff vacancies on personnel costs, and 3% expenditure savings on non-personnel costs. These expenditure savings assumptions have been included in the 10-year forecast for every year except for the current fiscal year being budgeted to continue the conservative budgeting philosophy relative to current operations.

Retiree Medical Post-Employment Benefit Obligation

- The forecast includes a placeholder amount of \$100,000 per year in advance funding of the City's annual required contribution towards its retiree medical benefit obligations, with \$75,000 charged to the General Fund and \$25,000 charged to the Wastewater Operations Fund based on the historical allocation of personnel. An actuarial study conducted in 2016 indicated that the City would need to contribute an additional \$350,000 above what it is already contributing to fully fund its annual required contribution.

City of Scotts Valley General Fund - Ten-Year Projection FY 2021-22 to FY 2030-31



City of Scotts Valley, California
General Fund
Ten Year Financial Plan for the Years Ended June 30, 2030

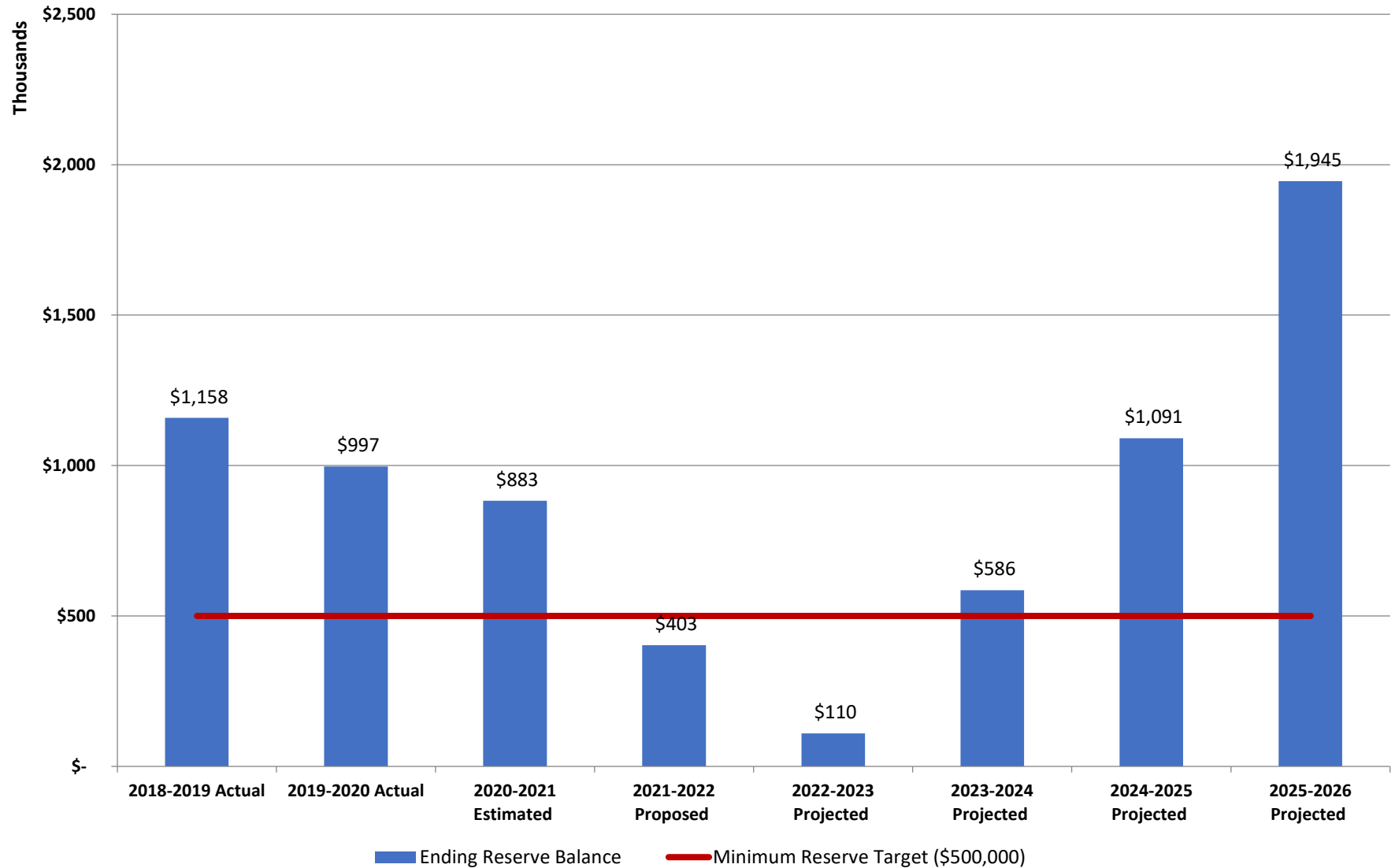
	Pre-Pandemic	Pandemic	Projected	Ten Year Financial Plan									
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Revenues by Source:													
Property taxes and assessments	\$ 3,189,337	\$ 3,149,089	\$ 3,242,269	\$ 3,371,700	\$ 3,489,710	\$ 3,611,849	\$ 3,738,264	\$ 3,869,103	\$ 4,004,522	\$ 4,144,680	\$ 4,289,744	\$ 4,439,885	\$ 4,595,281
Sales taxes - General	\$ 2,608,492	\$ 2,375,884	\$ 2,197,500	\$ 2,268,100	\$ 2,574,664	\$ 2,680,363	\$ 2,782,098	\$ 2,885,807	\$ 2,972,382	\$ 2,877,860	\$ 3,094,273	\$ 3,248,002	\$ 3,345,442
Sales taxes - Local (Measure Z)	\$ 1,479,418	\$ 1,347,823	\$ 3,364,016	\$ 3,473,200	\$ 4,011,433	\$ 4,147,203	\$ 4,279,972	\$ 4,405,556	\$ 4,537,722	\$ 4,393,423	\$ 4,723,806	\$ 4,958,492	\$ 5,107,246
Franchise taxes	\$ 1,051,215	\$ 1,079,434	\$ 1,048,000	\$ 1,073,700	\$ 1,100,543	\$ 1,128,056	\$ 1,156,257	\$ 1,185,164	\$ 1,214,793	\$ 1,245,163	\$ 1,276,292	\$ 1,308,199	\$ 1,340,904
Transient occupancy taxes	\$ 1,907,567	\$ 1,520,372	\$ 1,120,800	\$ 1,445,300	\$ 1,769,879	\$ 1,963,721	\$ 2,022,633	\$ 2,083,312	\$ 2,145,811	\$ 1,878,658	\$ 2,162,667	\$ 2,344,786	\$ 2,415,130
Utility users taxes	\$ 778,650	\$ 794,878	\$ 818,700	\$ 843,300	\$ 868,599	\$ 894,657	\$ 921,497	\$ 949,142	\$ 977,616	\$ 1,006,944	\$ 1,037,153	\$ 1,068,267	\$ 1,100,315
Business license taxes	\$ 375,389	\$ 258,716	\$ 311,700	\$ 314,800	\$ 321,096	\$ 327,518	\$ 334,068	\$ 340,750	\$ 347,565	\$ 354,516	\$ 354,826	\$ 368,838	\$ 376,215
Total Taxes	\$ 11,390,068	\$ 10,526,195	\$ 12,102,986	\$ 12,790,100	\$ 14,135,924	\$ 14,753,368	\$ 15,234,790	\$ 15,718,834	\$ 16,200,411	\$ 15,901,244	\$ 16,938,761	\$ 17,736,469	\$ 18,280,533
Intergovernmental	\$ 11,647	\$ -	\$ 152,875	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
Fines and forfeitures	\$ 44,276	\$ 31,455	\$ 16,800	\$ 16,900	\$ 16,900	\$ 16,900	\$ 16,900	\$ 16,900	\$ 16,900	\$ 16,900	\$ 16,900	\$ 16,900	\$ 16,900
Fees and services (recurring)	\$ 859,240	\$ 549,792	\$ 689,720	\$ 706,500	\$ 727,695	\$ 749,526	\$ 772,012	\$ 795,172	\$ 819,027	\$ 792,982	\$ 852,614	\$ 894,973	\$ 921,822
Fees and services (one-time/significant)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental Income	\$ 65,888	\$ 65,202	\$ 347,200	\$ 69,200	\$ 71,276	\$ 73,414	\$ 75,617	\$ 77,885	\$ 80,222	\$ 82,628	\$ 85,107	\$ 87,660	\$ 90,290
Investment earnings	\$ 48,790	\$ 61,461	\$ 69,000	\$ 69,700	\$ 87,515	\$ 80,952	\$ 76,444	\$ 75,039	\$ 82,522	\$ 83,133	\$ 74,725	\$ 83,594	\$ 97,085
Loan Repayment from RDA	\$ -	\$ -	\$ -	\$ -	\$ 850,000	\$ 850,000	\$ 850,000	\$ 782,000	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ 291,399	\$ 10,103,110	\$ 315,100	\$ 324,100	\$ 333,370	\$ 342,918	\$ 352,753	\$ 362,882	\$ 373,316	\$ 384,062	\$ 395,131	\$ 406,532	\$ 418,275
Total Revenues	\$ 12,711,308	\$ 21,337,216	\$ 13,693,681	\$ 13,985,000	\$ 16,231,180	\$ 16,875,578	\$ 17,387,015	\$ 17,837,212	\$ 17,580,898	\$ 17,269,450	\$ 18,371,738	\$ 19,234,629	\$ 19,833,406
Projected Expenditures (see attached) (1)	\$ 10,889,365	\$ 21,870,093	\$ 12,518,380	\$ 13,734,693	\$ 15,376,017	\$ 15,913,165	\$ 16,448,128	\$ 16,517,111	\$ 17,381,528	\$ 17,515,957	\$ 17,749,182	\$ 18,375,594	\$ 19,045,633
Net revenues over (under) expenditures before transfers	\$ 1,821,944	\$ (532,877)	\$ 1,175,301	\$ 250,307	\$ 855,163	\$ 962,412	\$ 938,887	\$ 1,320,101	\$ 199,370	\$ (246,508)	\$ 622,556	\$ 859,035	\$ 787,774
Net Transfers In (Out)	\$ (746,962)	\$ (523,519)	\$ 235,000	\$ (1,227,536)	\$ (1,183,333)	\$ (1,187,833)	\$ (1,009,135)	\$ (945,909)	\$ (168,826)	\$ (173,891)	\$ (179,108)	\$ (184,481)	\$ (190,016)
Net Increase (Decrease) in Fund Balance	\$ 1,074,982	\$ (1,056,397)	\$ 1,410,301	\$ (977,229)	\$ (328,170)	\$ (225,421)	\$ (70,248)	\$ 374,192	\$ 30,543	\$ (420,399)	\$ 443,448	\$ 674,554	\$ 597,758
Opening Fund Balance	\$ 3,924,114	\$ 4,999,096	\$ 3,942,699	\$ 5,353,000	\$ 4,375,771	\$ 4,047,600	\$ 3,822,180	\$ 3,751,932	\$ 4,126,123	\$ 4,156,667	\$ 3,736,268	\$ 4,179,716	\$ 4,854,270
Ending Fund Balance	\$ 4,999,096	\$ 3,942,699	\$ 5,353,000	\$ 4,375,771	\$ 4,047,600	\$ 3,822,180	\$ 3,751,932	\$ 4,126,123	\$ 4,156,667	\$ 3,736,268	\$ 4,179,716	\$ 4,854,270	\$ 5,452,028

(1) - Expenditures for FY 2021-2022 represent budgeted appropriations; expenditures for FY 2022-2023 to FY 2030-2031 are projections.

City of Scotts Valley, California
General Fund Expenditures Detail - Natural Classification
Ten Year Financial Plan for the Years Ended June 30, 2030

Proposed Budget and Forecast	Pre-Pandemic	Pandemic	Adopted	Ten Year Financial Projection									
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Operating Expenditures													
<i>Employee Services</i>	\$ 7,973,920	\$ 8,271,540	\$ 9,018,137	\$ 9,565,322	\$ 10,920,906	\$ 11,322,497	\$ 11,729,775	\$ 12,133,504	\$ 12,554,491	\$ 12,963,580	\$ 13,461,663	\$ 13,969,674	\$ 14,518,599
<i>Services and supplies</i>	\$ 2,352,247	\$ 2,913,042	\$ 2,758,415	\$ 3,105,562	\$ 3,198,728	\$ 3,294,690	\$ 3,393,531	\$ 3,495,337	\$ 3,600,197	\$ 3,708,203	\$ 3,819,449	\$ 3,934,032	\$ 4,052,053
<i>Capital Outlay</i>	\$ 22,041	\$ 75,753	\$ 19,500	\$ 331,485	\$ 150,000	\$ 154,500	\$ 159,135	\$ 163,909	\$ 168,826	\$ 173,891	\$ 179,108	\$ 184,481	\$ 190,016
<i>Debt Service</i>	\$ 541,158	\$ 10,609,758	\$ 722,328	\$ 732,325	\$ 1,151,158	\$ 1,188,706	\$ 1,215,346	\$ 776,287	\$ 1,112,353	\$ 726,739	\$ 348,750	\$ 350,550	\$ 351,950
<i>Other</i>	\$ -	\$ -	\$ -	\$ -	\$ 215,000	\$ 221,450	\$ 228,094	\$ 234,936	\$ 241,984	\$ 249,244	\$ 256,721	\$ 264,423	\$ 272,356
Total operating expenditures	\$ 10,889,365	\$ 21,870,093	\$ 12,518,380	\$ 13,734,693	\$ 15,635,793	\$ 16,181,844	\$ 16,725,880	\$ 16,803,974	\$ 17,677,851	\$ 17,821,657	\$ 18,065,691	\$ 18,703,161	\$ 19,384,973
Less: Anticipated Expenditure Savings (~2% personnel and services/supplies)	\$ -	\$ -	\$ -	\$ -	\$ (259,775)	\$ (268,678)	\$ (277,753)	\$ (286,863)	\$ (296,323)	\$ (305,700)	\$ (316,508)	\$ (327,566)	\$ (339,341)
Projected Expenditures	\$ 10,889,365	\$ 21,870,093	\$ 12,518,380	\$ 13,734,693	\$ 15,376,017	\$ 15,913,165	\$ 16,448,128	\$ 16,517,111	\$ 17,381,528	\$ 17,515,957	\$ 17,749,182	\$ 18,375,594	\$ 19,045,633

City of Scotts Valley **General Capital Improvement Fund - Five-Year Projection** **FY 2021-22 to 2025-26**



City of Scotts Valley, California
General Capital Improvement Fund
Five Year Financial Plan for the Years Ended June 30, 2026

	Actual		Projected	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Revenues by Source:								
Intergovernmental	\$ -	\$ 84,396	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees and services (recurring)	\$ 146,942	\$ 75,401	\$ 44,100	\$ 45,400	\$ 46,800	\$ 48,200	\$ 49,600	\$ 51,100
Fees and services (one-time/significant)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rental Income								
Investment earnings	\$ 9,290	\$ 22,733	\$ 20,000	\$ 20,200	\$ 20,400	\$ 20,600	\$ 20,800	\$ 21,000
Other	\$ 155,827	\$ 160,596	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 312,060	\$ 343,127	\$ 64,100	\$ 65,600	\$ 67,200	\$ 68,800	\$ 70,400	\$ 72,100
Projected Expenditures (see attached) (1)	\$ 120,043	\$ 504,712	\$ 177,835	\$ 545,900	\$ 1,210,200	\$ 443,000	\$ 415,000	\$ -
Net revenues over (under) expenditures before transfers	\$ 192,017	\$ (161,584)	\$ (113,735)	\$ (480,300)	\$ (1,143,000)	\$ (374,200)	\$ (344,600)	\$ 72,100
Net Transfers In (Out)	\$ 537,000	\$ -	\$ -	\$ -	\$ 850,000	\$ 850,000	\$ 850,000	\$ 782,000
Net Increase (Decrease) in Fund Balance	\$ 729,017	\$ (161,584)	\$ (113,735)	\$ (480,300)	\$ (293,000)	\$ 475,800	\$ 505,400	\$ 854,100
Opening Fund Balance	\$ 429,303	\$ 1,158,319	\$ 996,735	\$ 883,000	\$ 402,700	\$ 109,700	\$ 585,500	\$ 1,090,900
Ending Fund Balance	\$ 1,158,319	\$ 996,735	\$ 883,000	\$ 402,700	\$ 109,700	\$ 585,500	\$ 1,090,900	\$ 1,945,000

(1) - Expenditures for FY 2021-2022 represent budgeted appropriations; expenditures for FY 2022-2023 to FY 2025-2026 are projections.

City of Scotts Valley, California
General Capital Improvement Fund Expenditures Detail - Natural Classification
Five Year Financial Plan for the Years Ended June 30, 2026

Proposed Budget and Forecast

Operating Expenditures

Employee Services

Services and supplies

Capital Outlay

Other

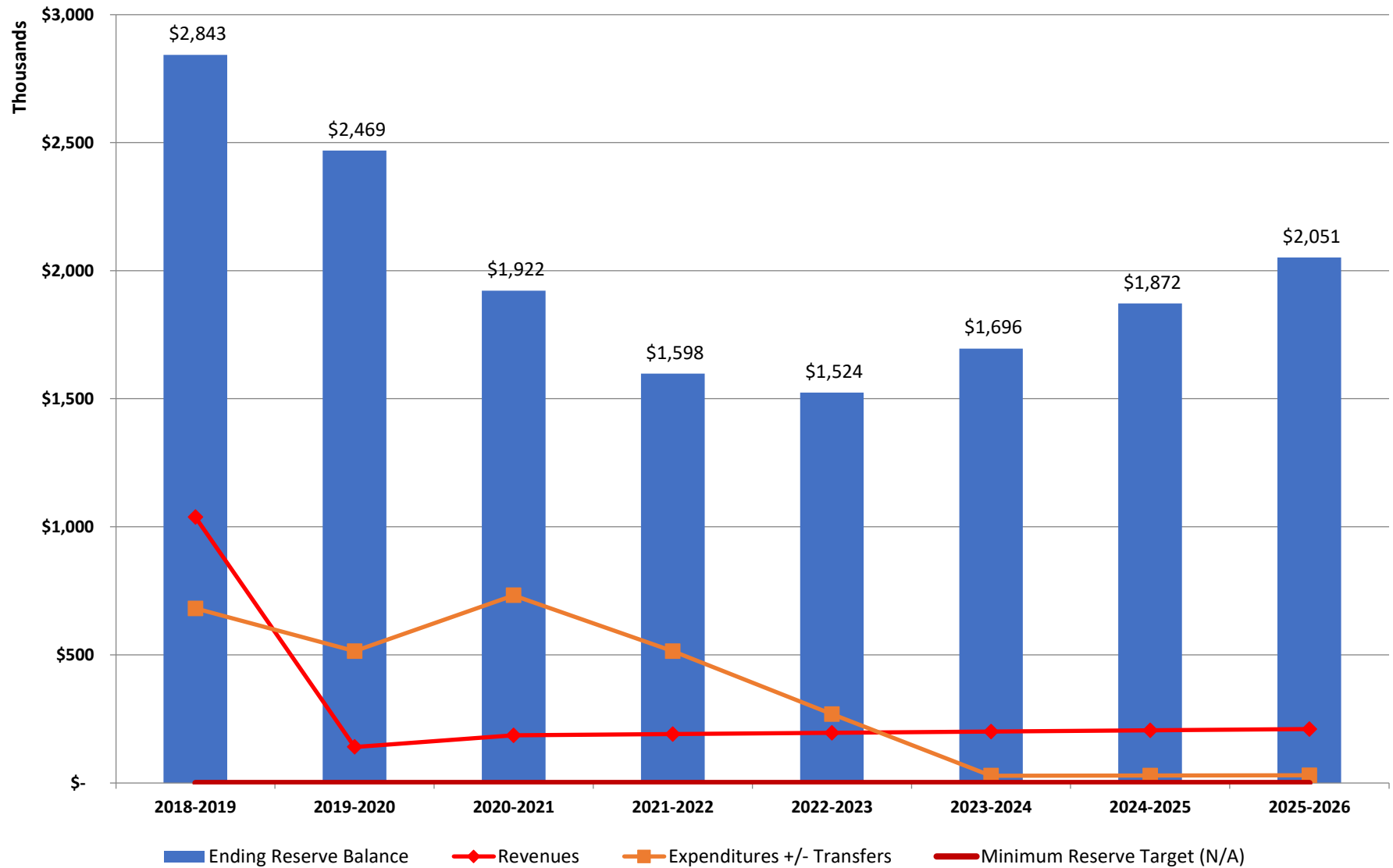
Total operating expenditures

Less: Expected Expenditure Savings (0%)

Projected Expenditures

Actual		Projected	Five Year Financial Plan				
2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 36,912	\$ 12,272	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 83,131	\$ 492,440	\$ 155,835	\$ 545,900	\$ 1,210,200	\$ 443,000	\$ 415,000	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 120,043	\$ 504,712	\$ 177,835	\$ 545,900	\$ 1,210,200	\$ 443,000	\$ 415,000	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 120,043	\$ 504,712	\$ 177,835	\$ 545,900	\$ 1,210,200	\$ 443,000	\$ 415,000	\$ -

City of Scotts Valley **Special Revenue Development Impact Fee Funds - Five-Year Projection** **FY 2021-22 to 2025-26**



City of Scotts Valley, California
Special Revenue - Development Impact Fee Funds
Five Year Financial Plan for the Years Ended June 30, 2026

	Actual		Approved	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Revenues by Source:								
Intergovernmental								
Fines and forfeitures								
Fees and services (recurring)	\$ 994,116	\$ 83,853	\$ 140,300	\$ 144,600	\$ 148,900	\$ 153,400	\$ 157,900	\$ 162,500
Fees and services (one-time/significant)								
Investment earnings	\$ 43,813	\$ 56,377	\$ 45,100	\$ 45,500	\$ 45,900	\$ 46,300	\$ 46,700	\$ 47,100
Other								
Total Revenues	\$ 1,037,929	\$ 140,230	\$ 185,400	\$ 190,100	\$ 194,800	\$ 199,700	\$ 204,600	\$ 209,600
Projected Expenditures (see attached) (1)	\$ 732,350	\$ 514,370	\$ 732,350	\$ 514,370	\$ 268,461	\$ 27,976	\$ 28,815	\$ 29,680
Net revenues over (under) expenditures before transfers	\$ 305,579	\$ (374,140)	\$ (546,950)	\$ (324,270)	\$ (73,661)	\$ 171,724	\$ 175,785	\$ 179,920
Net Transfers In (Out)	\$ 51,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Increase (Decrease) in Fund Balance	\$ 356,579	\$ (374,140)	\$ (546,950)	\$ (324,270)	\$ (73,661)	\$ 171,724	\$ 175,785	\$ 179,920
Opening Fund Balance	\$ 2,486,511	\$ 2,843,090	\$ 2,468,950	\$ 1,922,000	\$ 1,597,730	\$ 1,524,069	\$ 1,695,793	\$ 1,871,578
Ending Fund Balance	\$ 2,843,090	\$ 2,468,950	\$ 1,922,000	\$ 1,597,730	\$ 1,524,069	\$ 1,695,793	\$ 1,871,578	\$ 2,051,498

(1) - Expenditures for FY 2021-2022 represent budgeted appropriations; expenditures for FY 2022-2023 to FY 2025-2026 are projections.

City of Scotts Valley, California

Special Revenue - Development Impact Fee Funds Expenditures Detail - Natural Classification Five Year Financial Plan for the Years Ended June 30, 2026

Proposed Budget

Operating Expenditures

Employee Services

Services and supplies

Capital Outlay

Other

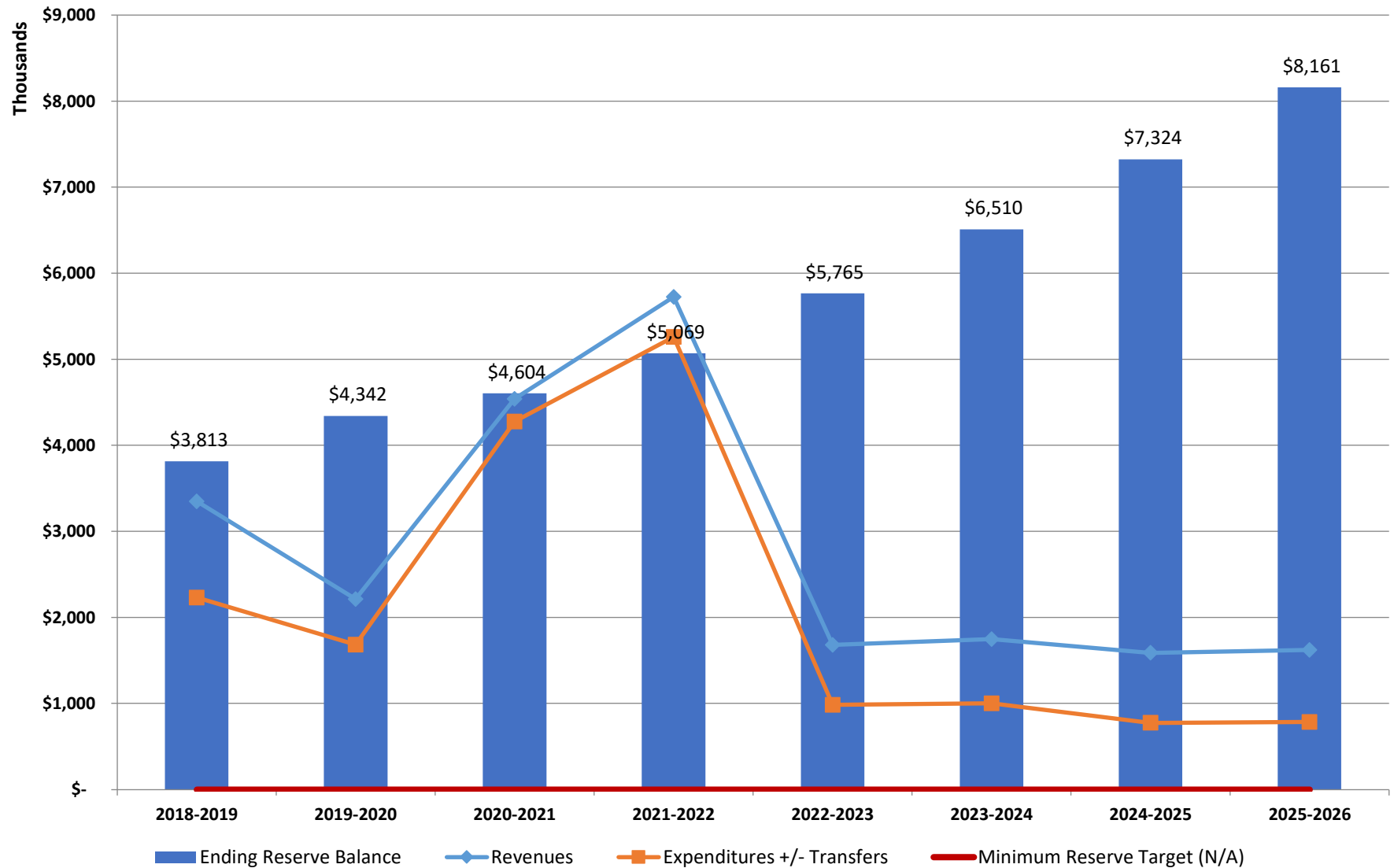
Total operating expenditures

Less: Expected Expenditure Savings (0%)

Projected Expenditures

	Actual		Projected	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<i>Employee Services</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services and supplies</i>	\$ 83,900	\$ 27,134	\$ 33,350	\$ 26,370	\$ 27,161	\$ 27,976	\$ 28,815	\$ 29,680
<i>Capital Outlay</i>	\$ 91,465	\$ 150,770	\$ 699,000	\$ 488,000	\$ 241,300	\$ -	\$ -	\$ -
<i>Other</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total operating expenditures	\$ 175,365	\$ 177,904	\$ 732,350	\$ 514,370	\$ 268,461	\$ 27,976	\$ 28,815	\$ 29,680
Less: Expected Expenditure Savings (0%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Projected Expenditures	\$ 175,365	\$ 177,904	\$ 732,350	\$ 514,370	\$ 268,461	\$ 27,976	\$ 28,815	\$ 29,680

City of Scotts Valley **Special Revenue Funds (excl. Impact Fee Funds) - Five-Year Projection** **FY 2021-22 to 2025-26**



City of Scotts Valley, California
Special Revenue Funds
Five Year Financial Plan for the Years Ended June 30, 2026

	Actual		Approved	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Revenues by Source:								
Property taxes and assessments	\$ -	\$ 55,858	\$ 523,517	\$ 2,170,100	\$ -	\$ -	\$ -	\$ -
Sales taxes - General								
Sales taxes - Local/Regional	\$ 815,123	\$ 572,338	\$ 289,500	\$ 544,600	\$ 311,000	\$ 320,300	\$ 329,900	\$ 339,800
Other taxes	\$ 475,346	\$ 473,746	\$ 498,232	\$ 546,600	\$ 563,000	\$ 579,800	\$ 597,100	\$ 614,900
Total Taxes	\$ 1,290,468	\$ 1,101,942	\$ 1,311,249	\$ 3,261,300	\$ 874,000	\$ 900,100	\$ 927,000	\$ 954,700
Intergovernmental	\$ 1,167,236	\$ 487,548	\$ 2,112,044	\$ 1,261,458	\$ 289,002	\$ 289,002	\$ 100,000	\$ 100,000
Fines and forfeitures								
Fees and services (recurring)	\$ 237,503	\$ 274,371	\$ 158,600	\$ 163,200	\$ 184,800	\$ 193,700	\$ 194,800	\$ 195,900
Fees and services (one-time/significant)								
Rental income	\$ 160,159	\$ 116,494	\$ 72,100	\$ 72,800	\$ 136,500	\$ 162,400	\$ 164,000	\$ 165,700
Investment earnings	\$ 63,214	\$ 81,283	\$ 59,560	\$ 87,900	\$ 71,400	\$ 72,100	\$ 72,800	\$ 73,500
Loan Repayment from RDA	\$ -	\$ -	\$ 718,200	\$ 764,900	\$ -	\$ -	\$ -	\$ -
Other	\$ 430,135	\$ 151,135	\$ 107,300	\$ 113,200	\$ 125,100	\$ 129,900	\$ 130,200	\$ 130,500
Total Revenues	\$ 3,348,715	\$ 2,212,774	\$ 4,539,053	\$ 5,724,758	\$ 1,680,802	\$ 1,747,202	\$ 1,588,800	\$ 1,620,300
Projected Expenditures (see attached) (1)	\$ 2,235,199	\$ 1,709,707	\$ 4,036,614	\$ 5,569,481	\$ 1,164,342	\$ 1,181,979	\$ 770,713	\$ 783,604
Net revenues over (under) expenditures before transfers	\$ 1,113,516	\$ 503,067	\$ 502,439	\$ 155,277	\$ 516,460	\$ 565,223	\$ 818,087	\$ 836,696
Net Transfers In (Out)	\$ 3,530	\$ 25,316	\$ (240,081)	\$ 309,985	\$ 179,433	\$ 179,433	\$ (3,900)	\$ -
Net Increase (Decrease) in Fund Balance	\$ 1,117,045	\$ 528,383	\$ 262,358	\$ 465,262	\$ 695,893	\$ 744,656	\$ 814,187	\$ 836,696
Opening Fund Balance	\$ 2,696,214	\$ 3,813,259	\$ 4,341,642	\$ 4,604,000	\$ 5,069,262	\$ 5,765,155	\$ 6,509,810	\$ 7,323,998
Ending Fund Balance	\$ 3,813,259	\$ 4,341,642	\$ 4,604,000	\$ 5,069,262	\$ 5,765,155	\$ 6,509,810	\$ 7,323,998	\$ 8,160,693

(1) - Expenditures for FY 2021-2022 represent budgeted appropriations; expenditures for FY 2022-2023 to FY 2025-2026 are projections.

City of Scotts Valley, California
Special Revenue Funds Expenditures Detail - Natural Classification
Five Year Financial Plan for the Years Ended June 30, 2026

Proposed Budget

Operating Expenditures

Employee Services

Services and supplies

Capital Outlay

Other

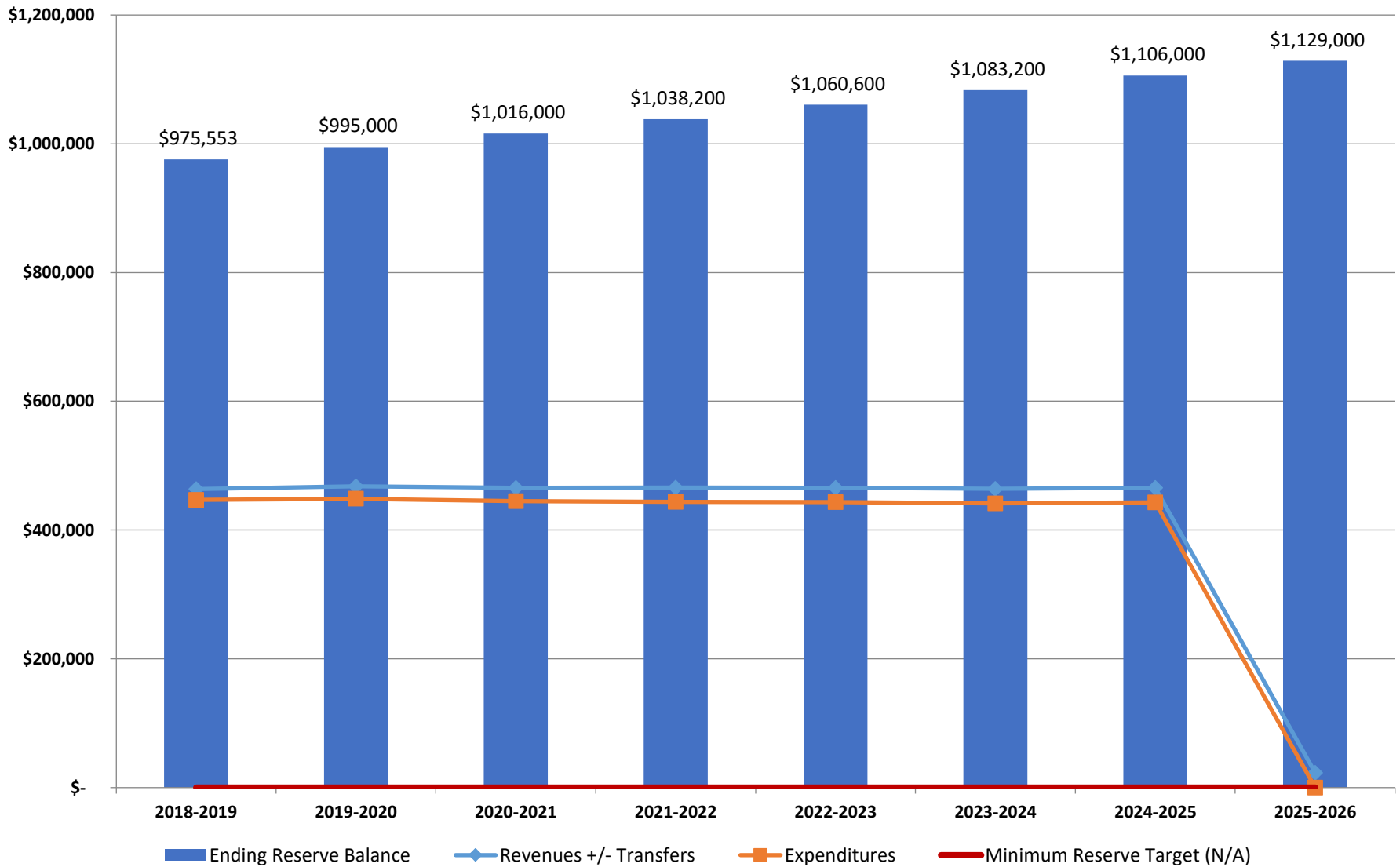
Total operating expenditures

Less: Expected Expenditure Savings (0%)

Projected Expenditures

	Actual		Projected	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<i>Employee Services</i>	\$ 58,750	\$ 63,191	\$ 47,666	\$ 270,896	\$ 279,023	\$ 287,394	\$ 111,015	\$ 114,346
<i>Services and supplies</i>	\$ 219,086	\$ 318,546	\$ 363,457	\$ 349,675	\$ 308,886	\$ 318,153	\$ 318,697	\$ 328,258
<i>Capital Outlay</i>	\$1,798,731	\$1,172,282	\$ 3,454,991	\$ 4,398,400	\$ 393,100	\$ 393,100	\$ 341,000	\$ 341,000
<i>Other</i>	\$ 158,632	\$ 155,688	\$ 170,500	\$ 550,510	\$ 183,333	\$ 183,333	\$ -	\$ -
Total operating expenditures	\$2,235,199	\$1,709,707	\$ 4,036,614	\$ 5,569,481	\$ 1,164,342	\$ 1,181,979	\$ 770,713	\$ 783,604
Less: Expected Expenditure Savings (0%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Projected Expenditures	\$2,235,199	\$1,709,707	\$ 4,036,614	\$ 5,569,481	\$ 1,164,342	\$ 1,181,979	\$ 770,713	\$ 783,604

City of Scotts Valley Debt Service Funds - Five-Year Projection FY 2021-22 to 2025-26



City of Scotts Valley, California
Debt Service Funds
Five Year Financial Plan for the Years Ended June 30, 2026

	Actual		Projected	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Revenues by Source:								
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fines and forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees and services (recurring)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees and services (one-time/significant)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment earnings	\$ 18,463	\$ 21,131	\$ 22,000	\$ 22,200	\$ 22,400	\$ 22,600	\$ 22,800	\$ 23,000
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 18,463	\$ 21,131	\$ 22,000	\$ 22,200	\$ 22,400	\$ 22,600	\$ 22,800	\$ 23,000
Projected Expenditures (see attached) (1)	\$ 446,952	\$ 448,637	\$ 444,745	\$ 443,844	\$ 443,148	\$ 441,235	\$ 442,960	\$ -
Net revenues over (under) expenditures before transfers	\$ (428,489)	\$ (427,507)	\$ (422,745)	\$ (421,644)	\$ (420,748)	\$ (418,635)	\$ (420,160)	\$ 23,000
Net Transfers In (Out)	\$ 445,089	\$ 446,954	\$ 443,745	\$ 443,844	\$ 443,148	\$ 441,235	\$ 442,960	\$ -
Net Increase (Decrease) in Fund Balance	\$ 16,599	\$ 19,447	\$ 21,000	\$ 22,200	\$ 22,400	\$ 22,600	\$ 22,800	\$ 23,000
Opening Fund Balance	\$ 958,954	\$ 975,553	\$ 995,000	\$ 1,016,000	\$ 1,038,200	\$ 1,060,600	\$ 1,083,200	\$ 1,106,000
Ending Fund Balance	\$ 975,553	\$ 995,000	\$ 1,016,000	\$ 1,038,200	\$ 1,060,600	\$ 1,083,200	\$ 1,106,000	\$ 1,129,000

(1) - Expenditures for FY 2021-2022 represent budgeted appropriations; expenditures for FY 2022-2023 to FY 2025-2026 are projections.

City of Scotts Valley, California
Debt Service Funds Expenditures Detail - Natural Classification
Five Year Financial Plan for the Years Ended June 30, 2026

Proposed Budget

Operating Expenditures

Employee Services

Services and supplies

Fixed Assets

Other

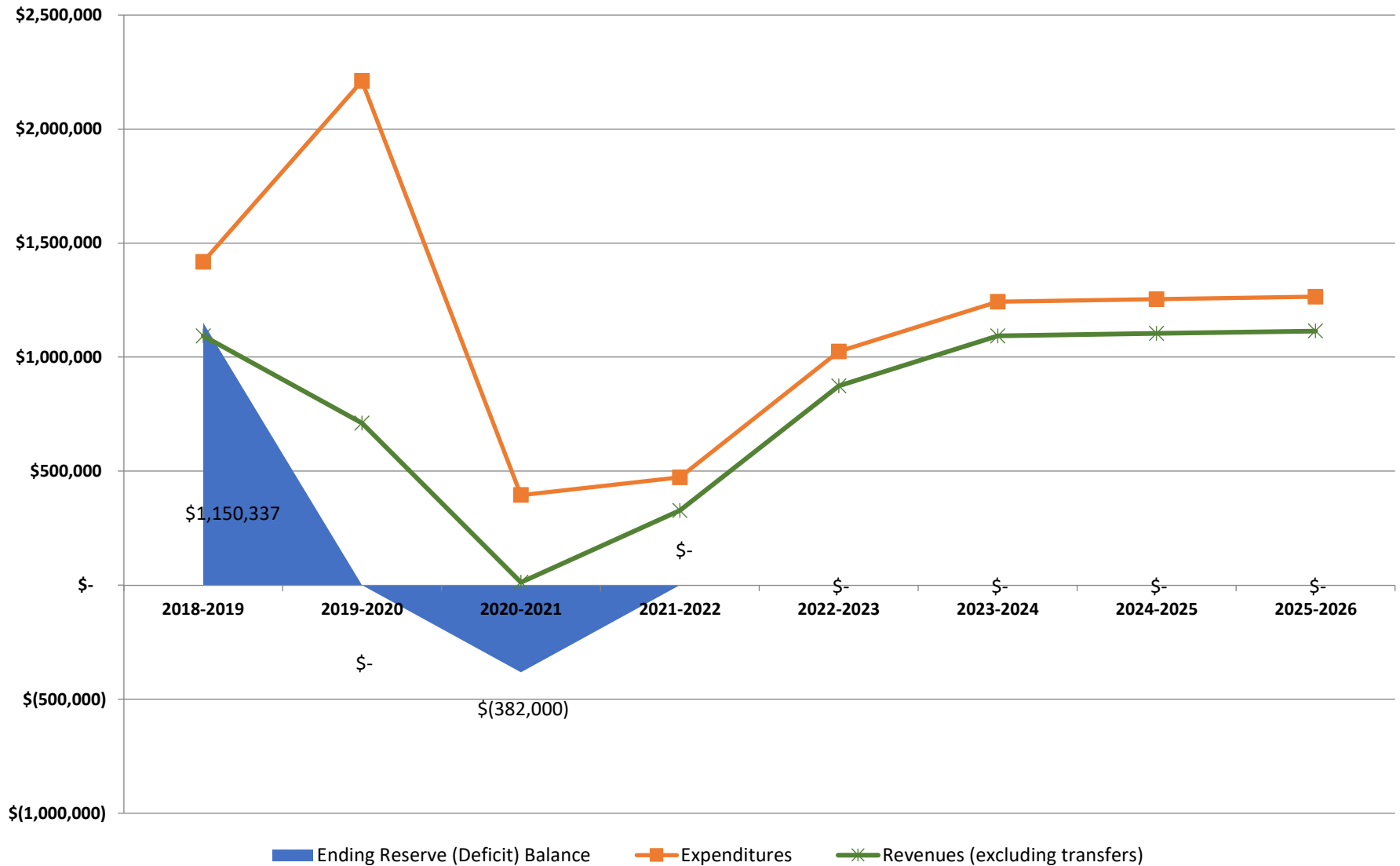
Total operating expenditures

Less: Expected Expenditure Savings (0%)

Projected Expenditures

Actual		Projected	Five Year Financial Plan				
2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 6,627	\$ 4,880	\$ 4,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 440,325	\$ 443,758	\$ 440,245	\$ 440,344	\$ 439,648	\$ 437,735	\$ 439,460	\$ -
\$ 446,952	\$ 448,637	\$ 444,745	\$ 443,844	\$ 443,148	\$ 441,235	\$ 442,960	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 446,952	\$ 448,637	\$ 444,745	\$ 443,844	\$ 443,148	\$ 441,235	\$ 442,960	\$ -

City of Scotts Valley Recreation Enterprise Fund - Five-Year Projection FY 2019-20 to 2024-25



City of Scotts Valley, California
Recreation Enterprise Fund
Five Year Financial Plan for the Years Ended June 30, 2026

	Actual		Estimated	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Revenues by Source:								
Total Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental								
Fines and forfeitures								
Fees and services (recurring)	\$ 1,089,956	\$ 708,740	\$ 13,000	\$ 326,900	\$ 872,100	\$ 1,090,000	\$ 1,101,000	\$ 1,112,000
Fees and services (one-time/significant)								
Investment earnings								
Other	\$ 2,571	\$ 1,500	\$ 200	\$ 800	\$ 2,100	\$ 2,600	\$ 2,600	\$ 2,600
Total Revenues	\$ 1,092,527	\$ 710,240	\$ 13,200	\$ 327,700	\$ 874,200	\$ 1,092,600	\$ 1,103,600	\$ 1,114,600
Projected Expenditures (see attached) (1)	\$ 1,418,413	\$ 2,210,853	\$ 395,200	\$ 472,734	\$ 1,024,200	\$ 1,242,600	\$ 1,253,600	\$ 1,264,600
Net revenues over (under) expenditures before transfers	\$ (325,887)	\$ (1,500,613)	\$ (382,000)	\$ (145,034)	\$ (150,000)	\$ (150,000)	\$ (150,000)	\$ (150,000)
Net Transfers In (Out)	\$ 66,952	\$ 350,276	\$ -	\$ 527,034	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Net Increase (Decrease) in Fund Balance	\$ (258,935)	\$ (1,150,337)	\$ (382,000)	\$ 382,000	\$ -	\$ -	\$ -	\$ -
Opening Fund Balance	\$ 1,409,272	\$ 1,150,337	\$ -	\$ (382,000)	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 1,150,337	\$ -	\$ (382,000)	\$ -	\$ -	\$ -	\$ -	\$ -

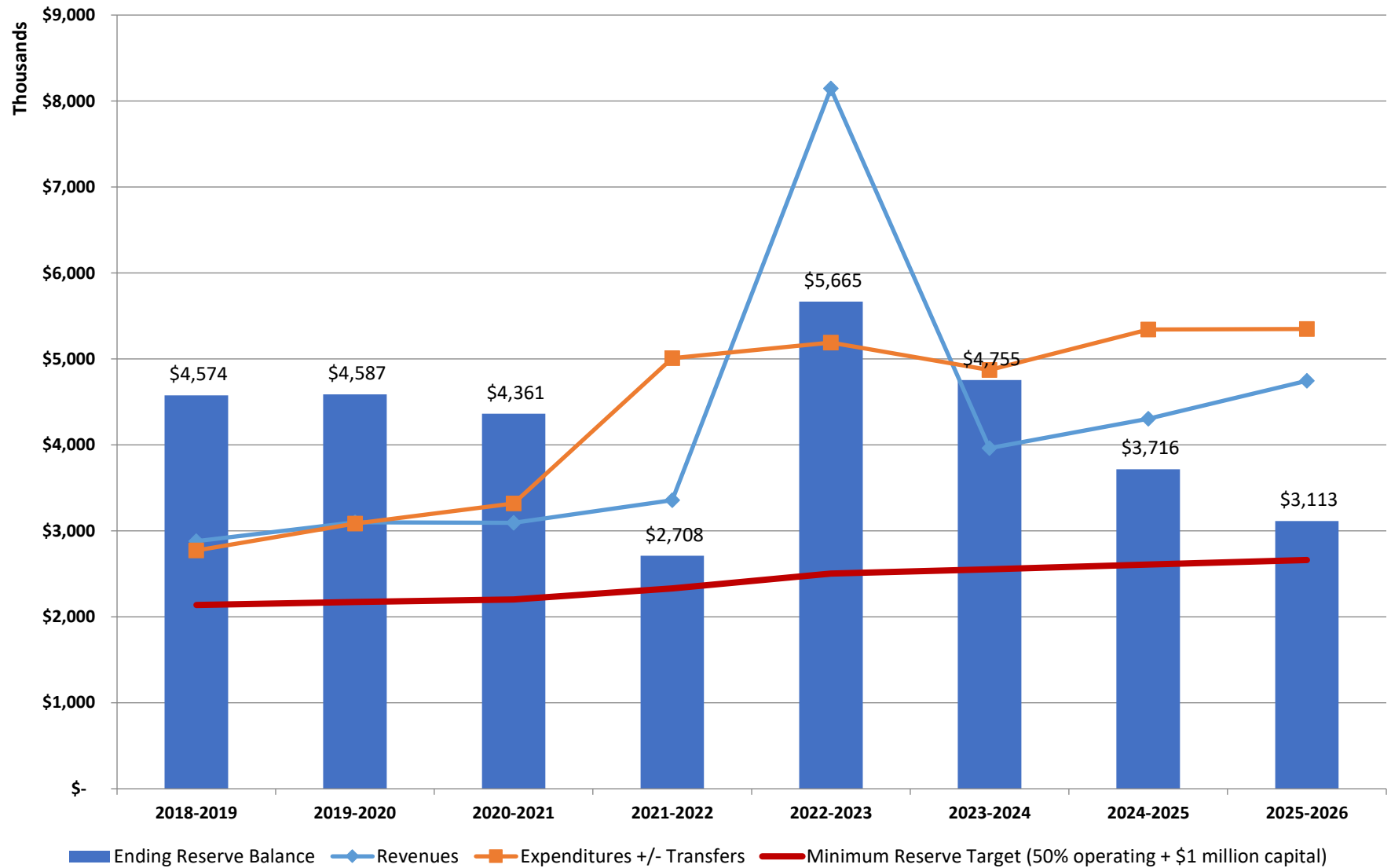
(1) - Expenditures for FY 2021-2022 represent budgeted appropriations; expenditures for FY 2022-2023 to FY 2025-2026 are projections.

City of Scotts Valley, California
Recreation Enterprise Fund Expenditures Detail - Natural Classification
Five Year Financial Plan for the Years Ended June 30, 2026

Proposed Budget and Forecast

			Approved	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Operating Expenditures								
<i>Employee Services</i>	\$ 1,134,060	\$ 2,036,176	\$ 203,205	\$ 353,688	\$ 818,875	\$ 993,492	\$ 1,002,287	\$ 1,011,082
<i>Services and supplies</i>	\$ 248,807	\$ 146,520	\$ 74,175	\$ 103,546	\$ 179,657	\$ 217,968	\$ 219,897	\$ 221,827
<i>Fixed Assets/Capital Outlay</i>	\$ 35,546	\$ 28,157	\$ 14,500	\$ 15,500	\$ 25,667	\$ 31,140	\$ 31,416	\$ 31,692
<i>Other</i>	\$ -	\$ -	\$ 103,320	\$ -	\$ -	\$ -	\$ -	\$ -
Total operating expenditures	\$ 1,418,413	\$ 2,210,853	\$ 395,200	\$ 472,734	\$ 1,024,200	\$ 1,242,600	\$ 1,253,600	\$ 1,264,600
Less: Expected Expenditure Savings (0%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Projected Expenditures	\$ 1,418,413	\$ 2,210,853	\$ 395,200	\$ 472,734	\$ 1,024,200	\$ 1,242,600	\$ 1,253,600	\$ 1,264,600

City of Scotts Valley Wastewater Enterprise Funds - Five-Year Projection FY 2021-22 to 2025-26



City of Scotts Valley, California
Wastewater Operations, Capital and Tertiary Funds
Five Year Financial Plan for the Years Ended June 30, 2026

			Approved	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Revenues by Source:								
Intergovernmental	\$ 97,126	\$ 138,834	\$ 110,000	\$ 113,300	\$ 116,700	\$ 120,200	\$ 123,800	\$ 127,500
Fines and forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees and services (recurring)	\$ 2,740,729	\$ 2,900,640	\$ 2,953,500	\$ 3,214,500	\$ 3,500,490	\$ 3,812,084	\$ 4,151,687	\$ 4,521,709
Fees and services (one-time/significant)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment earnings	\$ 36,476	\$ 43,902	\$ 17,900	\$ 17,900	\$ 17,900	\$ 17,900	\$ 17,900	\$ 17,900
Proceeds from Debt Issuance	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000	\$ -	\$ -	\$ -
Other	\$ 4,864	\$ 14,835	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 78,000
Total Revenues	\$ 2,879,195	\$ 3,098,211	\$ 3,091,400	\$ 3,355,700	\$ 8,145,090	\$ 3,960,184	\$ 4,303,387	\$ 4,745,109
Projected Expenditures (see attached) (1)	\$ 2,651,016	\$ 3,033,843	\$ 3,270,691	\$ 4,954,876	\$ 5,135,378	\$ 4,816,957	\$ 5,289,096	\$ 5,347,920
Net revenues over (under) expenditures before transfers	\$ 228,178	\$ 64,368	\$ (179,291)	\$ (1,599,176)	\$ 3,009,712	\$ (856,773)	\$ (985,709)	\$ (602,811)
Net Transfers In (Out)	\$ (120,362)	\$ (50,774)	\$ (47,044)	\$ (53,327)	\$ (53,327)	\$ (53,327)	\$ (53,327)	\$ -
Net Increase (Decrease) in Fund Balance	\$ 107,816	\$ 13,594	\$ (226,335)	\$ (1,652,503)	\$ 2,956,385	\$ (910,100)	\$ (1,039,036)	\$ (602,811)
Opening Fund Balance	\$ 4,465,925	\$ 4,573,741	\$ 4,587,335	\$ 4,361,000	\$ 2,708,497	\$ 5,664,882	\$ 4,754,782	\$ 3,715,746
Ending Fund Balance	\$ 4,573,741	\$ 4,587,335	\$ 4,361,000	\$ 2,708,497	\$ 5,664,882	\$ 4,754,782	\$ 3,715,746	\$ 3,112,935

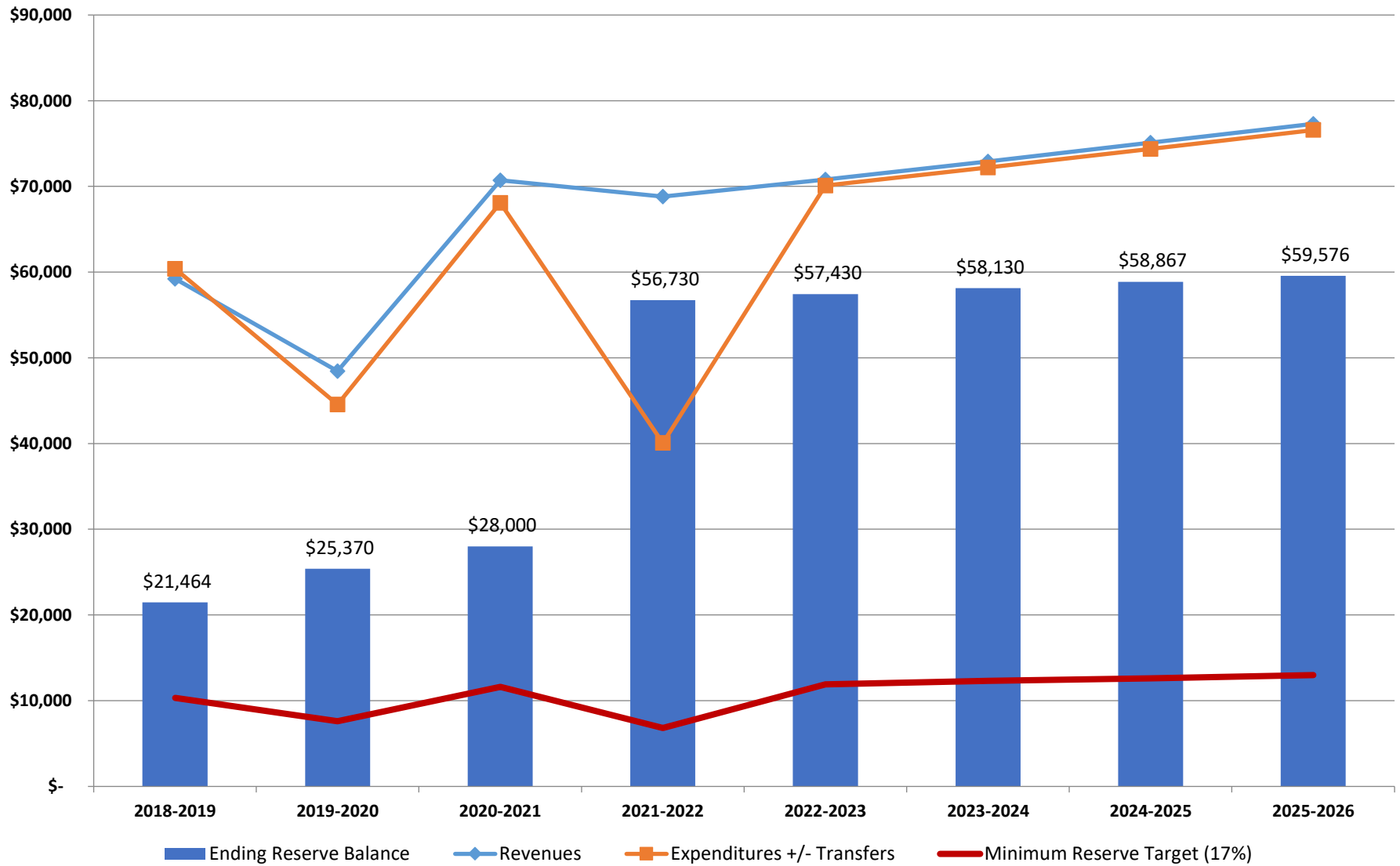
(1) - Expenditures for FY 2021-2022 represent budgeted appropriations; expenditures for FY 2022-2023 to FY 2025-2026 are projections.

City of Scotts Valley, California
Wastewater Operations, Capital and Tertiary Funds Expenditures Detail - Natural Classification
Five Year Financial Plan for the Years Ended June 30, 2026

Proposed Budget and Forecast

	Actual		Projected	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Operating Expenditures								
<i>Employee Services</i>	\$ 1,163,945	\$ 1,116,308	\$ 1,202,709	\$ 1,295,160	\$ 1,302,912	\$ 1,355,028	\$ 1,409,230	\$ 1,465,599
<i>Services and supplies</i>	\$ 854,806	\$ 951,066	\$ 893,274	\$ 1,027,519	\$ 1,439,711	\$ 1,482,641	\$ 1,526,850	\$ 1,572,374
<i>Capital Outlay</i>	\$ 407,467	\$ 721,855	\$ 904,708	\$ 2,332,197	\$ 2,175,000	\$ 1,575,000	\$ 1,120,000	\$ 1,070,000
<i>Debt Service</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ 1,002,000	\$ 1,002,000
<i>Other</i>	\$ 224,799	\$ 244,613	\$ 270,000	\$ 300,000	\$ 217,755	\$ 224,288	\$ 231,016	\$ 237,947
Total operating expenditures	\$ 2,651,016	\$ 3,033,843	\$ 3,270,691	\$ 4,954,876	\$ 5,135,378	\$ 4,816,957	\$ 5,289,096	\$ 5,347,920
Less: Expected Expenditure Savings (0%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Projected Expenditures	\$ 2,651,016	\$ 3,033,843	\$ 3,270,691	\$ 4,954,876	\$ 5,135,378	\$ 4,816,957	\$ 5,289,096	\$ 5,347,920

City of Scotts Valley **Dental Self-Insurance Internal Service Fund - Five-Year Projection** **FY 2021-22 to 2025-26**



City of Scotts Valley, California
Dental Self-Insurance Internal Service Funds
Five Year Financial Plan for the Years Ended June 30, 2026

	Actual		Projected	Five Year Financial Plan				
Revenues by Source:	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Intergovernmental								
Fines and forfeitures								
Fees and services (recurring)	\$ 58,538	\$ 47,771	\$ 70,000	\$ 68,200	\$ 70,200	\$ 72,300	\$ 74,500	\$ 76,700
Fees and services (one-time/significant)								
Investment earnings	\$ 662	\$ 681	\$ 700	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
Other								
Total Revenues	\$ 59,199	\$ 48,451	\$ 70,700	\$ 68,800	\$ 70,800	\$ 72,900	\$ 75,100	\$ 77,300
Projected Expenditures (see attached) (1)	\$ 60,382	\$ 44,546	\$ 68,070	\$ 40,070	\$ 70,100	\$ 72,200	\$ 74,363	\$ 76,591
Net revenues over (under) expenditures before transfers	\$ (1,183)	\$ 3,906	\$ 2,630	\$ 28,730	\$ 700	\$ 700	\$ 737	\$ 709
Net Transfers In (Out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Increase (Decrease) in Fund Balance	\$ (1,183)	\$ 3,906	\$ 2,630	\$ 28,730	\$ 700	\$ 700	\$ 737	\$ 709
Opening Fund Balance	\$ 22,647	\$ 21,464	\$ 25,370	\$ 28,000	\$ 56,730	\$ 57,430	\$ 58,130	\$ 58,867
Ending Fund Balance	\$ 21,464	\$ 25,370	\$ 28,000	\$ 56,730	\$ 57,430	\$ 58,130	\$ 58,867	\$ 59,576

(1) - Expenditures for FY 2021-2022 represent budgeted appropriations; expenditures for FY 2022-2023 to FY 2025-2026 are projections.

City of Scotts Valley, California

Dental Self-Insurance Internal Service Funds Expenditures Detail - Natural Classification

Five Year Financial Plan for the Years Ended June 30, 2026

Proposed Budget and Forecast

Operating Expenditures

Employee Services

Services and supplies

Fixed Assets

Other

Total operating expenditures

Less: Expected Expenditure Savings (0%)

Projected Expenditures

			Approved	Five Year Financial Plan				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
<i>Employee Services</i>	\$ 60,315	\$ 44,492	\$ 68,000	\$ 40,000	\$ 70,000	\$ 72,100	\$ 74,263	\$ 76,491
<i>Services and supplies</i>	\$ 67	\$ 54	\$ 70	\$ 70	\$ 100	\$ 100	\$ 100	\$ 100
<i>Fixed Assets</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Other</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total operating expenditures	\$ 60,382	\$ 44,546	\$ 68,070	\$ 40,070	\$ 70,100	\$ 72,200	\$ 74,363	\$ 76,591
Less: Expected Expenditure Savings (0%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Projected Expenditures	\$ 60,382	\$ 44,546	\$ 68,070	\$ 40,070	\$ 70,100	\$ 72,200	\$ 74,363	\$ 76,591

City of Scotts Valley
Summary of Financial Resources and Requirements
FY 2021-22

Fund		Projected Beginning Fund Balance 7/1/2021	Estimated Revenue	Transfers In	Total Funds Available	Budgeted Expenditures	Transfers Out	Projected Ending Fund Balance 6/30/2022
General Funds								
1	General Fund	4,481,000	13,922,000	-	18,403,000	13,434,693	1,227,536	3,740,771
6	Equipment Replacement Reserve	872,000	63,000		935,000	300,000		635,000
Subtotal General Funds		5,353,000	13,985,000	-	19,338,000	13,734,693	1,227,536	4,375,771
General Capital Improvement Fund								
150	General Capital Improvements	883,000	65,600	-	948,600	545,900	-	402,700
Special Revenue Funds - Development Impact Fees								
7	Drainage Construction Impact Fees	36,000	16,000	-	52,000	25,000	-	27,000
8	Traffic Impact Mitigation Fees	688,000	63,600	-	751,600	365,000	-	386,600
9	Park & Recreation Facilities Impact Fees	381,000	58,900	-	439,900	30,000	-	409,900
21	General Facility Impact Fees	(44,000)	11,800	-	(32,200)	-	-	(32,200)
27	Police Facility Building Impact Fees	233,000	12,300	-	245,300	93,750	-	151,550
51	Mt. Hermon Traffic Mitigation	191,000	2,500	-	193,500	-	-	193,500
86	Library Impact Fees	368,000	22,400	-	390,400	620	-	389,780
315	Police Development Fees	69,000	2,600	-	71,600	-	-	71,600
Subtotal Special Revenue Funds - Development Impact Fees		1,922,000	190,100	-	2,112,100	514,370	-	1,597,730
Special Revenue Funds - Other								
2	Recycling/Environment	(140,000)	100	-	(139,900)	100,050	-	(239,950)
3	Gas Tax	269,000	549,600	-	818,600	341,000	-	477,600
5	SMIP Fees	3,000	2,300	-	5,300	4,990	-	310
19	Affordable Housing	1,651,000	1,008,100	-	2,659,100	105,500	-	2,553,600
24	Lennar Funds	680,000	-	-	680,000	136,300	-	543,700
28	Senior Center Operations	(59,000)	23,500	130,600	95,100	93,126	1,974	-
31	STP Exchange Projects	(220,000)	400,700	-	180,700	400,000	-	(219,300)
33	Tree Replacement	27,000	1,500	-	28,500	10,050	-	18,450
35	Green Building Funding	463,000	30,200	-	493,200	3,840	-	489,360
36	Disability Compliance	13,000	4,300	-	17,300	5,020	-	12,280
50	Pinewood Estates Maintenance District	(2,000)	6,500	-	4,500	5,400	-	(900)
77	Skypark Landscape Maintenance District	26,000	42,200	-	68,200	28,060	-	40,140
78	Skypark Landscape Maintenance District Insurance	548,000	19,100	-	567,100	-	-	567,100
88	Library Facilities Improvements (Measure S)	630,000	2,180,200	-	2,810,200	2,717,200	-	93,000
89	Library - Cty MOE Excess Distribution	355,000	249,800	-	604,800	600	-	604,200
123	Community Facility Center Operations	114,000	34,200	-	148,200	98,454	1,974	47,772
155	Measure D Sales Tax for Transportation	87,000	308,000	-	395,000	574,100	-	(179,100)
178	CalTRANS - Get Everyone Moving Grant	-	-	-	-	-	-	-
268	Prop 68 Parks/Water Bond Act	-	178,000	-	178,000	178,000	-	-
306	Supplemental Law Enforcement Services	173,000	102,500	-	275,500	-	22,000	253,500
309	Police Prop 56 Tobacco Prevention	-	189,002	-	189,002	189,002	-	-
312	Police Budget Act 2016	7,000	500	-	7,500	1,000	-	6,500
316	Homeland Security Grant	(22,000)	-	22,000	-	-	-	-

City of Scotts Valley
Summary of Financial Resources and Requirements
FY 2021-22

Fund		Projected Beginning Fund Balance 7/1/2021	Estimated Revenue	Transfers In	Total Funds Available	Budgeted Expenditures	Transfers Out	Projected Ending Fund Balance 6/30/2022
317	EDG Revolving Loan	1,000	394,456	183,333	578,789	577,789	-	1,000
Subtotal Special Revenue Funds - Other		4,604,000	5,724,758	335,933	10,664,691	5,569,481	25,948	5,069,262
Debt Service Funds								
26	Pension Obligation Bond	-	-	443,844	443,844	443,844	-	-
66	COP Debt Service Reserve	1,016,000	22,200	-	1,038,200	-	-	1,038,200
Subtotal Debt Service Funds		1,016,000	22,200	443,844	1,482,044	443,844	-	1,038,200
Recreation Enterprise Fund								
4	Recreation	(382,000)	327,700	541,147	486,847	472,734	14,113	-
Wastewater Enterprise Funds								
10	Wastewater Operations	1,965,000	3,169,500	137,936	5,272,436	3,479,409	53,327	1,739,700
11	Tertiary Operating	110,000	113,300	-	223,300	169,717	-	53,583
12	Wastewater Capital Reserve	527,000	62,500	1,301,000	1,890,500	1,040,500	-	850,000
14	Wastewater Equipment Replacement	1,727,000	5,000	-	1,732,000	200	1,696,586	35,214
15	TTP District Reserve	32,000	5,400	257,650	295,050	265,050	-	30,000
Subtotal Wastewater Enterprise Funds		4,361,000	3,355,700	1,696,586	9,413,286	4,954,876	1,749,913	2,708,497
Internal Service Fund								
112	Dental Insurance	28,000	68,800	-	96,800	40,070	-	56,730
Total All Funds		17,785,000	23,739,858	3,017,510	44,542,368	26,275,968	3,017,510	15,248,890

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT# ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
GENERAL FUNDS					
<u>1-GENERAL</u>					
TAXES:					
3010 PROPERTY TAXES/CURRENT/SEC	939,684	957,868	1,013,000	1,007,300	1,047,600
3011 PROPERTY TAXES/CURRENT/UNSEC	19,053	18,838	20,000	19,900	20,700
3012 SUPPLEMENTAL ROLL/CURR/SEC	33,022	21,425	18,000	18,000	18,700
3013 SUPPLEMENTAL ROLL/CURR/UNSEC	1,459	300	500	500	500
3014 PROPERTY TAXES - TEA	376,701	401,691	489,100	437,056	454,500
3015 PROP TAX-SVSA-TEA	339,200	169,600	200,000	258,866	269,200
3017 PROP TAX-SVSA-PASSTHRU(ABX1)	2,989	3,042	3,000	3,000	3,100
3018 PROP TAX-SVSA-RESIDUAL(ABX1)	192,318	255,029	175,000	123,947	128,900
3021 PROPERTY TAXES/PRIOR/UNSEC	1,655	1,947	1,000	1,000	1,000
3022 SUPPLEMENTAL ROLL/PRIOR/SEC	583	1,538	900	900	900
3023 SUPPLEMENTAL ROLL/PRIOR/UNSE	363	623	500	500	500
3040 PENALTIES ON DELINQUENT TAX	2,184	7,927	1,000	1,000	1,000
3080 SALES AND USE TAXES	2,541,075	2,309,677	1,870,000	2,133,300	2,199,900
3081 STATE AID - PROP 172	67,417	66,207	64,000	64,200	68,200
3083 SALES TAX - MEASURE U	1,479,418	1,343,682	2,707,000	75,816	-
3085 SALES TAX - MEASURE Z	-	4,141	-	3,288,200	3,473,200
3120 BUSINESS LICENSE TAX	372,098	253,533	349,000	309,700	312,800
3121 DELINQUENT BUSINESS LIC TAX	3,291	4,183	2,000	2,000	2,000
3140 REAL PROPERTY TRANSFER TAX	122,142	98,776	80,000	90,000	93,600
3150 UTILITY USER'S TAX	778,650	794,878	786,000	818,700	843,300
3160 TRANSIENT OCCUPANCY TAX	1,907,567	1,520,372	971,000	1,120,800	1,445,300
3521 STATE IN LIEU TAXES/MOTOR VE	1,152,360	1,205,024	1,253,225	1,275,100	1,326,100
3582 HOMEOWNER'S PROP TAX RELIEF	5,625	5,460	6,000	5,200	5,400
TOTAL TAXES	10,338,853	9,445,761	10,010,225	11,054,986	11,716,400
FRANCHISE FEES:					
3101 FRANCHISES - GAS	46,596	44,406	50,000	45,700	47,100
3102 FRANCHISES - ELECTRIC	152,370	154,153	154,000	158,800	163,600
3104 FRANCHISES - SOLID WASTE	633,046	665,939	634,000	650,000	669,500
3105 FRANCHISES - VIDEO SERVICES	181,683	178,618	195,000	160,800	160,800

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT# ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
TOTAL FRANCHISE FEES	1,013,694	1,043,116	1,033,000	1,015,300	1,041,000
INTERGOVERNMENTAL:					
3549 OTHER GRANTS	-	-	-	7,500	7,500
3551 POST	11,647	-	10,000	-	-
3555 STATE MANDATED COSTS REIMB	-	-	1,000	1,000	1,000
3558 PTP-BUDGET ACT OF 2020	-	-	-	144,375	-
TOTAL INTERGOVERNMENTAL	11,647	-	11,000	152,875	8,500
FINES & FORFEITURES:					
3310 VEHICLE CODE FINES	3,280	2,815	2,000	2,000	2,000
3311 LOCAL CRIME PREVENTION	11	14	100	100	100
3312 GENERAL FINES	29,774	25,062	21,000	12,500	12,600
3313 NARCO FINES	72	78	100	100	100
3320 PARKING FINES	1,845	2,861	2,000	2,000	2,000
3330 OTHER FINES	-	9	-	100	100
3350 OTHER FORFEITURES/PENALTIES	9,295	617	-	-	-
TOTAL FINES & FORFEITURES	44,276	31,455	25,200	16,800	16,900
CHARGES FOR SERVICES:					
3250 CONSTRUCTION PERMITS	472,347	406,449	415,000	415,000	427,500
3280 ENCROACHMENT PERMITS	19,285	16,347	16,000	16,000	16,500
3290 OTHER LICENSES & PERMITS	302	-	-	-	-
3608 GENERAL PLANNING MAINT FEE	-	-	16,000	23,500	24,200
3609 FEES & PERMITS-TREE REMOVAL	1,057	3,343	3,000	3,000	3,100
3611 FEES & PERMITS-ZONING/PD	24,352	6,279	15,000	17,900	18,400
3612 FEES & PERMITS-USE PERMITS	10,586	10,046	8,000	20,700	21,300
3615 FEES & PERMITS-GEN PLAN AM	12,680	-	-	12,100	12,500
3616 FEES & PERMITS-OTHER PLNG	3,605	651	1,000	2,100	2,200
3617 FEES & PERMITS-DESIGN REV	38,968	10,889	20,000	19,300	19,900
3618 FEES&PERMITS-SITE PN/PLAN CK	46,438	25,167	20,000	18,500	19,100
3619 CULTURAL RESOURCE ALT APPLI	-	-	-	200	200
3620 SUBDIVISION FEES	26,562	7,797	20,000	38,700	39,900
3624 LOT LINE ADJUSTMENT	1,842	1,706	1,000	1,000	1,000
3630 SALE OF MAPS, PUBL, & COPIES	260	56	200	3,400	500

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT#	ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
3640	OTHER FILING & CERT FEES	691	67	100	100	100
3650	SPECIAL POLICE DEPT SERVICES	367	1,527	500	500	500
3651	ALARM SVCE FEE & FALSE ALARM	14,599	16,235	20,000	20,000	20,000
3652	ABANDONED VEHICLE ABATEMENT	6,353	5,992	6,000	6,000	6,000
3653	D.U.I. COST RECOVERY PROGRAM	97	15	20	20	-
3654	VEHICLE RELEASE/IMPOUND FEE	13,785	4,657	6,000	5,000	5,000
3660	ENGINEERING PLAN CHECK FEES	18,077	4,560	7,000	11,800	12,200
3662	ON-SITE CIVIL IMP PERMIT	41,624	8,976	15,000	10,000	10,300
3710	EIR ADMINISTRATION	20,163	-	-	-	-
3711	ENVIRONMENTAL ASSESSMENT	2,217	1,464	2,500	2,500	2,600
3712	NEGATIVE DECLARATION	7,913	-	-	-	-
3713	PUBLIC HEARING NOTICE	3,087	2,492	2,500	3,500	2,500
3715	TIME EXTENSION	-	2,054	-	-	-
3717	CODE COMPLIANCE	88	348	500	500	500
3718	PLANNING SERVICES	2,243	2,937	3,000	1,000	2,500
3750	OTHER BUILDING DEPT SERVICES	126	0	-	400	400
3760	COLLECTION FEE - FIRE DIST	623	284	500	500	500
3762	COLLECTION FEE-TOURISM MRKTG	2,710	2,073	2,000	2,000	2,000
3770	MEMBERSHIP FEES	460	-	-	-	-
3815	IMPACT FEES	42,817	4,531	10,000	14,500	14,900
	TOTAL CHARGES FOR SERVICES	836,324	546,940	610,820	669,720	686,300
	INVESTMENT EARNINGS:					
3410	INVESTMENT EARNINGS	35,069	44,188	59,000	59,000	59,600
3415	INVESTMENT EARNINGS-BONDS	-	594	-	-	-
	TOTAL INVESTMENT EARNINGS	35,069	44,782	59,000	59,000	59,600
3430	RENTS & CONCESSIONS	65,888	65,202	66,000	347,200	69,200
	OTHER REVENUE:					
3818	LEGAL FEE REIMBURSEMENTS	683	-	-	-	-
3819	COST REIMBURSEMENTS	69,669	29,693	10,000	10,000	10,000
3890	OTHER REVENUE	(3,801)	12,093	100,000	5,000	5,000
3891	RETURNED CHECK CHARGES	50	75	100	100	100
3950	PROCEEDS FROM DEBT ISSUANCE	-	9,460,000	-	-	-

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT#	ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
3955	PREMIUM FROM DEBT ISSUANCE	-	356,636	-	-	-
3996	COST ALLOCATION	224,799	244,613	300,000	300,000	309,000
	TOTAL OTHER REVENUE	291,399	10,103,110	410,100	315,100	324,100
	TOTAL GENERAL FUND (1)	12,637,151	21,280,368	12,225,345	13,630,981	13,922,000
<u>6-GENERAL EQUIPMENT RESERVE</u>						
3410	INVESTMENT EARNINGS	13,720	16,679	10,000	10,000	10,100
	OTHER REVENUE:					
3110	PEG VIDEO FEE	37,521	36,318	38,000	32,700	32,700
3716	MODERNIZATION FEE	22,916	2,852	20,000	20,000	20,200
	TOTAL OTHER REVENUE	60,437	39,170	58,000	52,700	52,900
	TOTAL GENERAL EQUIPMENT RESERVE FUND (6)	74,158	55,848	68,000	62,700	63,000
	TOTAL GENERAL FUNDS	12,711,308	21,336,216	12,293,345	13,693,681	13,985,000

GENERAL CAPITAL IMPROVEMENT FUND

150-GENERAL CAPITAL PROJECTS

	INTERGOVERNMENTAL:					
3550	OTHER STATE GRANTS	-	75,000	-	-	-
3557	STATE TRANSPORTATION GRANT	-	9,396	-	-	-
	TOTAL INTERGOVERNMENTAL	-	84,396	-	-	-
3410	INVESTMENT EARNINGS	9,290	22,733	20,000	20,000	20,200
3608	GENERAL PLANNING MAINT FEE	146,942	75,401	30,000	44,100	45,400
3890	OTHER REVENUE	155,827	160,596	-	-	-
	TOTAL GENERAL CAPITAL PROJECTS FUND (150)	312,060	343,127	50,000	64,100	65,600

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT# ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
<u>SPECIAL REVENUE FUNDS - DEVELOPMENT IMPACT FEES</u>					
<u>7-DRAINAGE CONSTRUCTION</u>					
3410 INVESTMENT EARNINGS	-	666	500	500	500
OTHER REVENUE:					
3815 IMPACT FEES	16,803	4,848	15,000	15,000	15,500
3815 IMPACT FEES - Significant	-	-	-	-	-
TOTAL OTHER REVENUE	16,803	4,848	15,000	15,000	15,500
TOTAL DRAINAGE CONSTRUCTION FUND (7)	16,803	5,514	15,500	15,500	16,000
<u>8-TRAFFIC IMPACT MITIGATION</u>					
3410 INVESTMENT EARNINGS	8,501	13,641	12,000	12,000	12,100
OTHER REVENUE:					
3815 IMPACT FEES	84,695	30,143	50,000	50,000	51,500
3815 IMPACT FEES - Significant	300,000	-	-	-	-
TOTAL OTHER REVENUE	384,695	30,143	50,000	50,000	51,500
TOTAL TRAFFIC IMPACT MITIGATION FUND (8)	393,197	43,784	62,000	62,000	63,600
<u>9-PARK & RECREATION FACILITIES</u>					
3410 INVESTMENT EARNINGS	15,825	20,366	17,500	17,500	17,700
OTHER REVENUE:					
3690 PARK DEDICATION IN LIEU FEES	65,513	-	10,000	10,000	10,300
3815 IMPACT FEES	42,198	35,009	30,000	30,000	30,900
3815 IMPACT FEES - Significant	255,000	-	-	-	-
TOTAL OTHER REVENUE	362,711	35,009	40,000	40,000	41,200
TOTAL PARK & RECREATION FACILITIES FUND (9)	378,536	55,375	57,500	57,500	58,900

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT# ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
<u>21-GENERAL FACILITY</u>					
3410 INVESTMENT EARNINGS	1,756	1,756	1,500	1,500	1,500
OTHER REVENUE:					
3815 IMPACT FEES	10,879	2,739	10,000	10,000	10,300
3815 IMPACT FEES - Significant	12,000	-	-	-	-
TOTAL OTHER REVENUE	22,879	2,739	10,000	10,000	10,300
TOTAL GENERAL FACILITY FUND (21)	24,635	4,495	11,500	11,500	11,800
<u>27-POLICE FACILITY BUILDING</u>					
3410 INVESTMENT EARNINGS	5,445	6,572	6,000	2,000	2,000
OTHER REVENUE:					
3815 IMPACT FEES	14,166	6,333	10,000	10,000	10,300
3815 IMPACT FEES - Significant	50,000	-	-	-	-
TOTAL OTHER REVENUE	64,166	6,333	10,000	10,000	10,300
TOTAL POLICE FACILITY BUILDING FUND (27)	69,611	12,905	16,000	12,000	12,300
<u>51-MT HERMON TRAFFIC MITIGATION</u>					
3410 INVESTMENT EARNINGS	2,990	4,015	3,500	2,500	2,500
OTHER REVENUE:					
3815 IMPACT FEES	103,686	-	-	-	-
TOTAL MT HERMON TRAFFIC MITIGATION FUND (51)	106,676	4,015	3,500	2,500	2,500
<u>86-LIBRARY FACILITIES</u>					
3410 INVESTMENT EARNINGS	6,087	7,321	6,500	6,500	6,600
OTHER REVENUE:					

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT#	ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
3815	IMPACT FEES	11,176	4,781	10,000	15,300	15,800
3815	IMPACT FEES - Significant	28,000	-	-	-	-
	TOTAL OTHER REVENUE	39,176	4,781	10,000	15,300	15,800
	TOTAL FUND 86	45,263	12,102	16,500	21,800	22,400

315 - POLICE DEVELOPMENT FEES

3410	INVESTMENT EARNINGS	3,208	2,040	2,600	2,600	2,600
	TOTAL POLICE DEVELOPMENT FEES FUND (315)	3,208	2,040	2,600	2,600	2,600

TOTAL SPECIAL REVENUE FUNDS - DEVELOPMENT IMPACT FEE	1,037,929	140,230	185,100	185,400	190,100
---	------------------	----------------	----------------	----------------	----------------

SPECIAL REVENUE FUNDS - OTHER

2-RECYCLING

3410	INVESTMENT EARNINGS	566	33	100	100	100
	OTHER REVENUE:					
3090	CSA-9CA RECYCLING	73,803	-	70,000	-	-
3092	CCP - CAL/RECYCLE	10,000	-	-	-	-
3550	OTHER STATE GRANTS	-	4,000	5,000	-	-
	TOTAL OTHER REVENUE	83,803	4,000	75,000	-	-
	TOTAL RECYCLING FUND (2)	84,369	4,033	75,100	100	100

3-GAS TAX

3410	INVESTMENT EARNINGS	3,263	5,992	3,000	3,000	3,000
	TAXES:					
3530	STATE GAS TAX/2105	66,909	61,631	64,041	64,041	66,000
3531	STATE GAS TAX/2106 SELECT SY	43,163	38,725	41,513	41,513	42,800
3532	STATE GAS TAX/2107 NON-SEL	81,690	71,907	77,042	77,042	79,400
3533	STATE GAS TAX/2107.5 ENG	5,455	19,119	3,000	3,000	3,000

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT#	ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
3534	STATE GAS TAX/2030 RMRA 2017	237,387	209,259	207,649	215,615	236,100
3536	STATE GAS TAX/2103	40,740	73,105	102,084	97,021	119,300
	TOTAL TAXES	475,346	473,746	495,329	498,232	546,600
	OTHER REVENUE:					
3550	OTHER STATE GRANTS	-	13,583	-	-	-
	TOTAL GAS TAX FUND (3)	478,609	493,321	498,329	501,232	549,600
	<u>5-SMIP</u>					
3410	INVESTMENT EARNINGS	124	140	150	100	100
	OTHER REVENUE:					
3240	SMIP FEES	6,370	3,286	5,000	2,100	2,200
	TOTAL FUND 5	6,494	3,425	5,150	2,200	2,300
	<u>19-AFFORDABLE HOUSING</u>					
3410	INVESTMENT EARNINGS	15,591	18,878	15,500	10,000	37,800
	OTHER REVENUE:					
3025	AFFORD HOUSING IN LIEU FEES	128,297	209,629	50,000	120,000	120,000
3430	RENTS & CONCESSIONS	33,170	34,398	32,760	34,400	34,700
3440	LOAN REPAYMENT	210,000	48,527	49,000	718,200	764,900
3442	LOAN/NOTE INTEREST	45,742	29,429	25,000	49,700	49,700
3890	OTHER REVENUE	-	-	1,000	1,000	1,000
	TOTAL OTHER REVENUE	417,209	321,983	157,760	923,300	970,300
	TOTAL AFFORDABLE HOUSING FUND (19)	432,799	340,861	173,260	933,300	1,008,100
	<u>24-LENNAR FUNDS</u>					
3840	CONTRIBUTIONS FROM NON-GVMT	4,650	4,945	52,000	-	-

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT#	ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
<u>28-SENIOR CENTER OPERATIONS</u>						
	CHARGES FOR SERVICES:					
3632	BOUTIQUE SALES	9,687	8,577	9,000	-	2,900
3770	MEMBERSHIP FEES	11,745	8,540	9,000	3,200	3,500
3897	SR CENTER VAN INCOME	-	-	150	-	-
3898	SR CENTER ACTIVITIES	30,214	23,377	32,000	-	9,100
3940	FACILITY/BUILDING RENTAL	13,055	11,667	9,000	300	3,900
8940	RENTAL REFUNDS	-	(130)	-	(900)	-
	TOTAL CHARGES FOR SERVICES:	64,701	52,031	59,150	2,600	19,400
3410	INVESTMENT EARNINGS	38	-	-	-	-
	OTHER REVENUE:					
3840	CONTRIBUTIONS FROM NON-GVMT	13,818	3,560	2,500	1,200	4,100
3890	OTHER REVENUE	50	591	400	-	-
	TOTAL OTHER REVENUE	13,868	4,151	2,900	1,200	4,100
	TOTAL SENIOR CENTER OPERATIONS FUND (28)	78,607	56,182	62,050	3,800	23,500
<u>31-SURFACE TRANSPORTATION GRANTS</u>						
3410	INVESTMENT EARNINGS	-	-	-	700	700
	OTHER REVENUE:					
3550	OTHER STATE GRANTS	32,138	-	1,844,844	1,844,844	400,000
3563	SURFACE TRANS PROGRAM GRANT	971,191	266,536	-	54,200	-
	TOTAL OTHER REVENUE	1,003,330	266,536	1,844,844	1,899,044	400,000
	TOTAL STP EXCHANGE FOR STORM DAMAGE FUND (31)	1,003,330	266,536	1,844,844	1,899,744	400,700
<u>33-TREE REPLACEMENT FUND</u>						
3410	INVESTMENT EARNINGS	499	621	500	500	500
	OTHER REVENUE:					
3622	TREE REPLANTING FEES	320	3,080	1,000	6,400	1,000

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT#	ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
	<i>TOTAL TREE REPLACEMENT FUND (33)</i>	819	3,701	1,500	6,900	1,500
	<u>35-GREEN BUILDING FUNDING</u>					
3410	INVESTMENT EARNINGS	7,293	9,029	8,500	8,500	8,600
	CHARGES FOR SERVICES:					
3242	GREEN BLDG STANDARDS FEE	1,809	1,258	1,000	1,000	1,000
3707	GREEN BUILDING FEES	22,927	20,745	20,000	20,000	20,600
3707	GREEN BUILDING FEES - Significant	35,000	-	-	-	-
	TOTAL OTHER REVENUE	59,736	22,004	21,000	21,000	21,600
	<i>TOTAL GREEN BUILDING FUND (35)</i>	67,029	31,032	29,500	29,500	30,200
	<u>36-DISABILITY COMPLIANCE FUND</u>					
3410	INVESTMENT EARNINGS	155	289	250	250	300
	OTHER REVENUE:					
3244	DISABILITY COMPLIANCE FEE	5,671	3,901	4,000	4,000	4,000
	<i>TOTAL DISABILITY COMPLIANCE FUND (36)</i>	5,826	4,190	4,250	4,250	4,300
	<u>50-PINEWOOD EST LNDSCP MAINT DIST</u>					
3410	INVESTMENT EARNINGS	179	213	200	200	200
	OTHER REVENUE:					
3890	OTHER REVENUE	6,539	5,940	6,300	6,300	6,300
	<i>TOTAL PINEWOOD EST LNDSCP MAINT DIST FUND (50)</i>	6,719	6,153	6,500	6,500	6,500
	<u>77-SKYPARK MAINTENANCE ASSESSMENT DISTRICT</u>					
3410	INVESTMENT EARNINGS	69	363	200	200	200
	OTHER REVENUE:					

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT#	ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
3890	OTHER REVENUE	41,995	41,121	42,000	42,000	42,000
	TOTAL SKYPARK MAINT ASSESSMENT DIST FUND (77)	42,064	41,484	42,200	42,200	42,200
<u>78-SKYPARK MAINTENANCE ASSESSMENT DISTRICT INSURANCE</u>						
3410	INVESTMENT EARNINGS	9,674	11,301	10,000	10,000	10,100
	OTHER REVENUE:					
3895	PREMIUMS	9,000	9,000	9,000	9,000	9,000
	TOTAL SKYPARK MAINT ASSESSMENT DIST INSURANCE FUND (78)	18,674	20,301	19,000	19,000	19,100
<u>88-LIBRARY FACILITIES AUTHORITY</u>						
3410	INVESTMENT EARNINGS	9,734	12,921	10,000	10,000	10,100
	OTHER REVENUE:					
3030	TAXES - SPECIAL ASSESSMENTS	188,045	260,700	-	-	-
3542	BOND PROCEEDS-MEAS S LIBRARY	-	55,858	444,000	523,517	2,170,100
	TOTAL LIBRARY FACILITIES AUTHORITY (88)	197,780	329,479	454,000	533,517	2,180,200
<u>89-LIBRARY - CTY MOE EXCESS DISTRIBUTION</u>						
3410	INVESTMENT EARNINGS	3,398	7,416	7,000	7,000	7,100
	OTHER REVENUE:					
3030	TAXES - SPECIAL ASSESSMENTS	339,321	-	-	-	242,700
	TOTAL LIBRARY FACILITIES AUTHORITY (88)	342,719	7,416	7,000	7,000	249,800
<u>123-COMMUNITY FACILITY CENTER</u>						
3410	INVESTMENT EARNINGS	1,458	2,855	-	-	-
	CHARGES FOR SERVICES:					

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT# ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
3940 FACILITY/BUILDING RENTAL	113,935	75,634	68,000	39,800	34,200
8940 RENTAL REFUNDS	-	(5,075)	-	(1,500)	-
TOTAL CHARGES FOR SERVICES	113,935	70,559	68,000	38,300	34,200
TOTAL COMMUNITY CENTER FUND (123)	115,392	73,414	68,000	38,300	34,200
<u>155-MEASURE D SALES TAX FOR TRANSPORTATION</u>					
3410 INVESTMENT EARNINGS	7,962	6,954	6,000	6,000	6,100
OTHER REVENUE:					
3084 SALES TAX-MEASURE "D" FUNDS	287,756	311,638	265,800	289,500	301,900
TOTAL MEASURE D SALES TAX FOR TRANSPORTATION (155)	295,718	318,592	271,800	295,500	308,000
<u>178 - CALTRANS - GET EVERYONE MOVING</u>					
OTHER REVENUE:					
3557 STATE TRANSPORTATION GRANT	-	103,429	113,000	113,000	-
3890 OTHER REVENUE	-	-	-	-	-
TOTAL CT-GEM FUND (178)	-	103,429	113,000	113,000	-
<u>268-PROP 68 PARKS/WATER BOND ACT</u>					
OTHER REVENUE:					
3550 OTHER STATE GRANTS	-	-	-	-	178,000
TOTAL PROP 68 PARKS/WATER BOND ACT	-	-	-	-	178,000
<u>306-SUPPLEMENTAL LAW ENFORCEMENT SERVICES (SLESF)</u>					
3410 INVESTMENT EARNINGS	2,534	3,755	2,500	2,500	2,500
OTHER REVENUE:					
3550 OTHER STATE GRANTS	100,000	100,000	100,000	100,000	100,000
TOTAL SLESF FUND (306)	102,534	103,755	102,500	102,500	102,500

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT#	ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
<u>309-PROP 56 TOBACCO PREVENTION</u>						
	OTHER REVENUE:					
3550	OTHER STATE GRANTS	-	-	-	-	189,002
	TOTAL PROP 56 TOBACCO PREVENTION	-	-	-	-	189,002
<u>312 -POLICE BUDGET ACT OF 2016</u>						
3410	INVESTMENT EARNINGS	666	503	500	500	500
	TOTAL POLICE BUDGET ACT OF 2016 (312)	666	503	500	500	500
<u>316 -HOMELAND SECURITY GRANT</u>						
3410	INVESTMENT EARNINGS	-	11	-	-	-
	OTHER REVENUE:					
3550	OTHER STATE GRANTS	63,906	-	-	-	-
	TOTAL HOMELAND SECURITY GRANT FUND (316)	63,906	11	-	-	-
<u>317 - EDG REVOLVING LOAN FUND</u>						
3410	INVESTMENT EARNINGS	11	12	10	10	-
	OTHER REVENUE:					
3553	COMMUNITY DEVEL BLOCK GRANT	-	-	-	-	394,456
	TOTAL EDG REVOLVING LOAN FUND (317)	11	12	10	10	394,456
TOTAL SPECIAL REVENUE FUNDS - OTHER		3,348,715	2,212,774	3,830,493	4,539,053	5,724,758

DEBT SERVICE FUNDS

26-PENSION OBLIGATION BONDS

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT# ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
3890 OTHER REVENUE	-	-	-	-	-
<u>66-COP DEBT SERVICE RESERVE</u>					
3410 INVESTMENT EARNINGS	18,463	21,131	22,000	22,000	22,200
TOTAL COP DEBT SERVICE RESERVE FUND (66)	18,463	21,131	22,000	22,000	22,200
TOTAL DEBT SERVICE FUNDS	18,463	21,131	22,000	22,000	22,200

RECREATION ENTERPRISE FUND

4-RECREATION

CHARGES FOR SERVICES:

3871 AQUATICS	67,824	45,320	7,000	100	20,300
3872 CLASSES	115,196	76,214	11,500	100	34,600
3873 FACILITIES RENTALS	98,695	92,031	11,000	11,000	29,600
3874 SCHOOL AGE RECREATION	776,461	539,030	80,000	1,000	232,900
3875 SPECIAL EVENTS	428	-	-	-	100
3876 SPORTS	31,352	21,430	5,000	5,000	9,400
8471 AQUATIC REFUNDS	-	(3,806)	-	(500)	-
8472 CLASS REFUNDS	-	(1,226)	-	(1,900)	-
8473 RENTAL REFUNDS	-	(5,769)	-	(400)	-
8474 SCHOOL AGE REC REFUNDS	-	(53,823)	-	(1,200)	-
8476 SPORTS REFUNDS	-	(660)	-	(200)	-
TOTAL CHARGES FOR SERVICES	1,089,956	708,740	114,500	13,000	326,900

OTHER REVENUE:

3819 COST REIMBURSEMENTS	-	-	-	-	-
3861 SCHOLARSHIP FUNDS	-	1,500	-	-	-
3890 OTHER REVENUE	2,571	-	200	200	800
TOTAL OTHER REVENUE	2,571	1,500	200	200	800
TOTAL RECREATION ENTERPRISE FUND	1,092,527	710,240	114,700	13,200	327,700

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT# ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
WASTEWATER ENTERPRISE FUNDS					
<u>10-WASTEWATER OPERATIONS</u>					
CHARGES FOR SERVICES:					
3277 WASTEWATER DISCHARGE PERMITS	-	3,000	-	-	-
3670 SEWER SERVICE FEES	2,513,648	2,859,822	2,900,000	2,900,000	3,161,000
3775 PENALTIES FOR DELINQUENCIES	1,456	6,614	3,500	3,500	3,500
TOTAL CHARGES FOR SERVICES	2,515,105	2,869,436	2,903,500	2,903,500	3,164,500
OTHER REVENUE					
3810 SALE OF REAL OR PERSONAL PRO	-	27	-	-	-
3890 OTHER REVENUE	3,458	6,070	5,000	5,000	5,000
3893 INSURANCE REIMBURSEMENT	-	2,672	-	-	-
TOTAL OTHER REVENUE	3,458	8,769	5,000	5,000	5,000
3410 INVESTMENT EARNINGS	-	30,602	-	-	-
TOTAL WASTEWATER OPERATIONS FUND (10)	2,518,563	2,908,807	2,908,500	2,908,500	3,169,500
<u>11-TERTIARY TREATMENT PLANT</u>					
CHARGES FOR SERVICES:					
3571 SV WATER DEPT REIMBURSEMENTS	97,126	138,834	110,000	110,000	113,300
TOTAL TERTIARY TREATMENT PLANT FUND (11)	97,126	138,834	110,000	110,000	113,300
<u>12-WASTEWATER CAPITAL RESERVE</u>					
3410 INVESTMENT EARNINGS	21,941	10,207	12,500	12,500	12,500
OTHER REVENUE:					
3815 IMPACT FEES	50,624	31,204	50,000	50,000	50,000
3815 IMPACT FEES - Significant	175,000	-	-	-	-
TOTAL OTHER REVENUE	225,624	31,204	50,000	50,000	50,000

**City of Scotts Valley
Summary of Revenues
FY 2021-22**

ACCT#	ACCOUNT TITLE	2018-19 ACTUAL	2019-20 ACTUAL	2020-21 BUDGET	2020-21 PROJECTED REVENUE	2021-22 ESTIMATED REVENUE
	<i>TOTAL WASTEWATER CAPITAL RESERVE FUND (12)</i>	247,566	41,411	62,500	62,500	62,500
	<u>14-WASTEWATER EQMT REPLACEMENT RESERVE</u>					
3410	INVESTMENT EARNINGS	14,154	2,600	5,000	5,000	5,000
	<i>TOTAL WASTEWATER EQUIPMENT REPLACEMENT RESERVE FUND (14)</i>	14,154	2,600	5,000	5,000	5,000
	<u>15-TTP - DISTRICT RESERVE FUND</u>					
3410	INVESTMENT EARNINGS	381	493	400	400	400
	OTHER REVENUE:					
3890	OTHER REVENUE	1,406	6,066	5,000	5,000	5,000
	<i>TOTAL TTP DISTRICT RESERVE FUND (15)</i>	1,787	6,559	5,400	5,400	5,400
	TOTAL WASTEWATER ENTERPRISE FUNDS	2,879,195	3,098,211	3,091,400	3,091,400	3,355,700
INTERNAL SERVICE FUND						
	<u>112 - DENTAL INSURANCE</u>					
3410	INVESTMENT EARNINGS	662	681	700	700	600
	OTHER REVENUE:					
3895	PREMIUMS	58,538	47,771	70,000	70,000	68,200
	TOTAL DENTAL INSURANCE FUND (112)	59,199	48,451	70,700	70,700	68,800
	TOTAL ALL FUNDS	21,459,395	27,910,381	19,657,738	21,679,534	23,739,858

City of Scotts Valley
Summary of Expenditures by Fund/Department
FY 2021-22

Fund/ Dept	Fund/Department Title	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Revised	FY 2021-22 Proposed
General Funds					
General Fund (#001)					
41	Legislative	246,355	248,186	302,644	295,689
42	City Attorney	160,975	249,577	184,000	296,000
43	General Government	1,056,199	11,191,479	1,368,628	1,430,325
44	City Manager's Office	443,306	491,369	470,919	819,632
45	Admin Services - Finance	602,446	659,489	696,015	964,290
46	Admin Services - Human Resources	34,203	146,773	40,740	125,504
47	Admin Services - Information Technology	135,743	126,889	142,200	171,500
48	Admin Services - Risk Management	263,043	424,517	437,725	476,417
51	Police	4,985,219	5,388,515	5,568,294	5,283,202
52	Animal Control	116,790	116,070	120,000	105,000
53	Emergency Services	98,382	108,914	48,305	48,350
61	Community Development - Planning	596,150	656,448	691,855	937,371
62	Community Development - Building	506,865	493,375	539,800	504,824
71	Public Works - Engineering	598,064	657,553	716,285	805,446
72	Public Works - Streets	392,403	369,709	497,611	313,775
73	Public Works - Vehicle/Equipment Maintenance	112,384	21,658	45,038	126,971
75	Public Works - Parks	283,878	309,920	336,588	514,834
76	Public Works - Building Maintenance	254,975	208,240	309,733	215,563
	Total General Fund (#001)	10,887,380	21,868,680	12,516,380	13,434,693
6	Equipment Replacement Fund	1,985	1,414	2,000	300,000
	Total General Funds	10,889,365	21,870,093	12,518,380	13,734,693
General Capital Improvement Fund					
150	General Capital Improvement	120,043	504,712	525,835	545,900

City of Scotts Valley
Summary of Expenditures by Fund/Department
FY 2021-22

Fund/ Dept	Fund/Department Title	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Revised	FY 2021-22 Proposed
Special Revenue Funds - Development Impact Fees					
7	Drainage Construction Fund	40,419	53	12,000	25,000
8	Traffic Impact Mitigation	39,940	23,728	17,000	365,000
9	P&R Facilities	41,394	45,454	642,000	30,000
21	General Facility Fees	33,330	140	200	-
27	Police Facility Impact Fees	16,988	4,523	89,750	93,750
51	Mt. Hermon Traffic Mitigation	298	320	400	-
86	Library Impact Fees	612	583	700	620
315	Police Development Fees	2,384	103,102	300	-
	Total Special Revenue Funds - Development Impact Fees	175,365	177,904	762,350	514,370
Special Revenue Funds - Other					
2	Recycling/Env	72,208	86,019	70,000	100,050
3	Gas Tax	222,924	28,262	295,700	341,000
5	SMIP	3,587	5,609	5,000	4,990
19	Affordable Housing	165,636	204,565	222,000	105,500
24	Lennar Funds	4,650	4,945	52,000	136,300
28	Senior Center	83,758	65,290	57,761	93,126
31	STP Exchange Projects	1,114,138	563,424	1,844,844	400,000
33	Tree Replacement Fund	50	49	10,050	10,050
35	Green Building Fund	4,893	4,548	4,750	3,840
36	Disability Compliance	370	647	5,040	5,020
50	Pinewood Estates Maintenance District	6,565	20,056	5,520	5,400
77	Skypark Landscape Maintenance District	25,606	26,171	59,000	28,060
78	Skypark Landscape Maintenance District Insurance	975	901	1,000	-
88	Library Facilities Improvements Measure S	23,948	25,646	751,000	2,717,200
89	Library - County MOE Excess Distribution	298	591	750	600
123	Community Facility Center	50,896	56,687	66,701	98,454
155	Measure D Transportation	308,318	473,005	324,897	574,100
178	CalTRANS - Get Everyone Moving	-	103,429	113,000	-
268	Prop 68 Parks/Water Bond Act	-	-	-	178,000

City of Scotts Valley
Summary of Expenditures by Fund/Department
FY 2021-22

Fund/ Dept	Fund/Department Title	FY 2018-19 Actual	FY 2019-20 Actual	FY 2020-21 Revised	FY 2021-22 Proposed
306	SLESF	73,074	9,044	148,500	-
309	Police Prop 56 Tobacco Prevention	-	-	-	189,002
312	Police Budget Act 2016	11,158	7,207	15,100	1,000
316	Homeland Security Grants	62,144	23,610	-	-
317	EDG Revolving Loan Fund	1	1	1	577,789
Total Special Revenue Funds - Other		2,235,199	1,709,707	4,052,614	5,569,481
Debt Service Funds					
26	Pension Obligation Bonds	445,089	446,954	443,745	443,844
66	COP Debt Service Reserve	1,863	1,684	1,000	-
Total Debt Service Funds		446,952	448,637	444,745	443,844
Recreation Enterprise Fund					
4	Recreation	1,419,413	2,211,353	291,880	472,734
Wastewater Enterprise Funds					
10	Wastewater Operations	2,236,326	1,239,610	3,063,462	3,479,409
11	Tertiary Treatment Plant	176,922	252,662	205,255	169,717
12	Wastewater Capital Reserve	236,302	347,566	2,000	1,040,500
14	Wastewater ERF	1,428	207	500	200
15	TTP District Reserve	38	39	40	265,050
Total Wastewater Enterprise Funds		2,651,016	1,840,084	3,271,257	4,954,876
Internal Service Fund					
112	Dental Insurance	60,382	44,546	68,070	40,070
Total All Funds		17,997,736	28,807,036	21,935,131	26,275,968

City of Scotts Valley
Summary of Expenditures by Fund/Type
FY 2021-22

		FY 2021-22 Proposed					
Fund/ Dept	Fund/Department Title	Salaries and	Services and Supplies	Fixed Assets/ Capital	Debt Service	Other	Total
General Funds							
General Fund (#001)							
41	Legislative	242,879	50,310	2,500	-	-	295,689
42	City Attorney	240,000	56,000	-	-	-	296,000
43	General Government	555,000	117,500	10,500	732,325	15,000	1,430,325
44	City Manager/Administration	791,332	25,800	2,500	-	-	819,632
45	Admin Services - Finance	815,540	146,750	2,000	-	-	964,290
46	Admin Services - Human Resources	125,504	-	-	-	-	125,504
47	Admin Services - Information Technology	-	171,500	-	-	-	171,500
48	Admin Services - Risk Management	-	476,417	-	-	-	476,417
51	Police	4,831,973	243,837	164,757	-	42,636	5,283,202
52	Animal Control	-	105,000	-	-	-	105,000
53	Emergency Services	-	1,350	-	-	47,000	48,350
61	Community Development - Planning	700,721	232,000	4,650	-	-	937,371
62	Community Development - Building	110,324	393,500	1,000	-	-	504,824
71	Public Works - Engineering	558,446	224,500	22,500	-	-	805,446
72	Public Works - Streets	109,575	119,200	85,000	-	-	313,775
73	Public Works - Vehicle/Equipment Maintenance	8,631	106,340	12,000	-	-	126,971
75	Public Works - Parks	400,934	63,900	50,000	-	-	514,834
76	Public Works - Building Maintenance	74,463	75,600	65,500	-	-	215,563
Total General Fund (#001)		9,565,322	2,609,504	422,907	732,325	104,636	13,434,693
6	Equipment Replacement Fund	-	-	300,000	-	-	300,000
Total General Funds		9,565,322	2,609,504	722,907	732,325	104,636	13,734,693
General Capital Improvement Fund							
150	General Capital Improvement	-	-	545,900	-	-	545,900
Special Revenue Funds - Development Impact Fees							
7	Drainage Construction Fund	-	25,000	-	-	-	25,000
8	Traffic Impact Mitigation	-	-	365,000	-	-	365,000
9	P&R Facilities	-	-	30,000	-	-	30,000
21	General Facility Fees	-	-	-	-	-	-
27	Police Facility Impact Fees	-	750	93,000	-	-	93,750

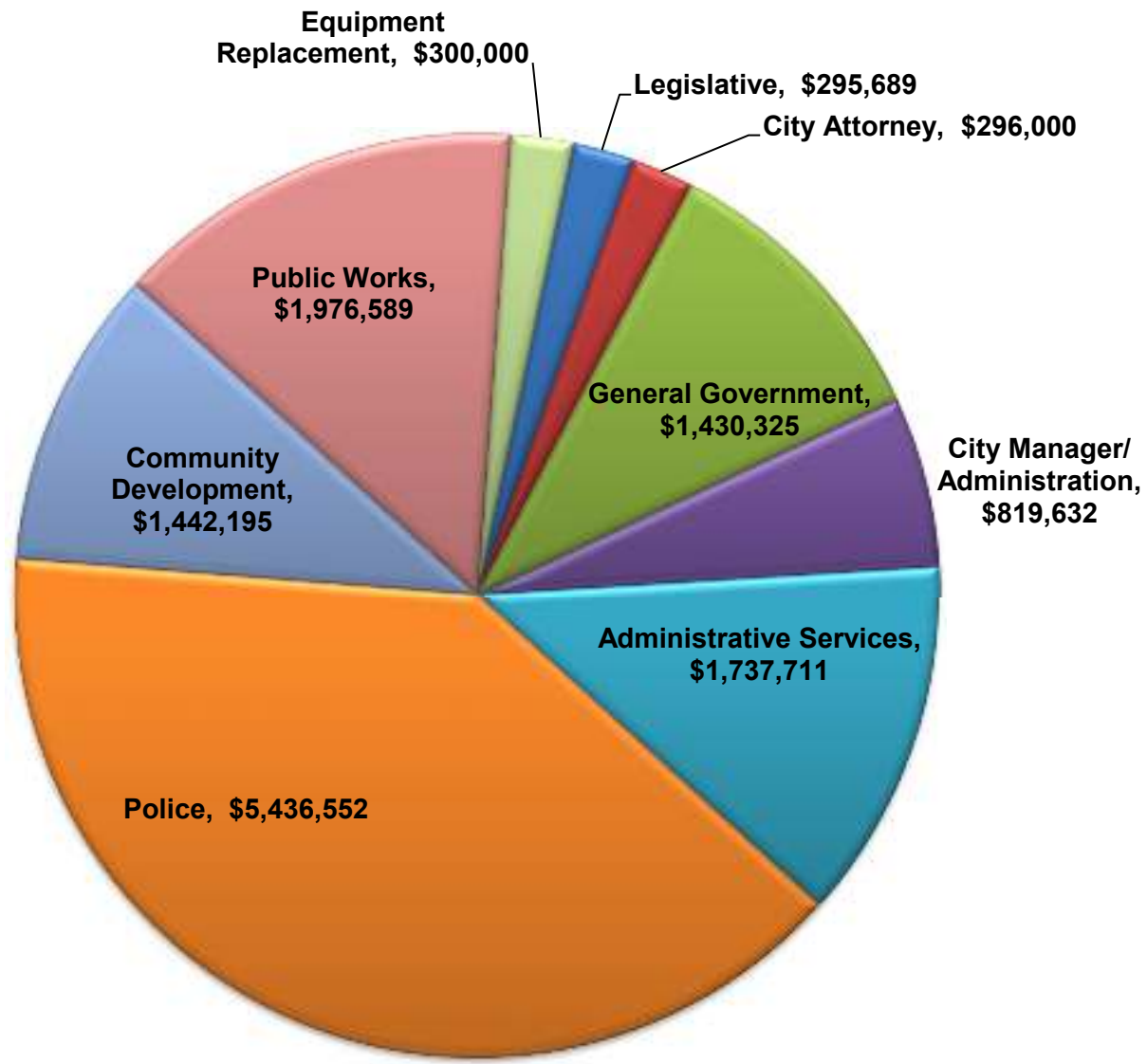
City of Scotts Valley
Summary of Expenditures by Fund/Type
FY 2021-22

Fund/ Dept	Fund/Department Title	FY 2021-22 Proposed					Total
		Salaries and	Services and Supplies	Fixed Assets/ Capital	Debt Service	Other	
51	Mt. Hermon Traffic Mitigation	-	-	-	-	-	-
86	Library Impact Fees	-	620	-	-	-	620
315	Police Development Fees	-	-	-	-	-	-
Total Special Revenue Funds - Development Impact Fees		-	26,370	488,000	-	-	514,370
Special Revenue Funds - Other							
2	Recycling/Env	-	100,050	-	-	-	100,050
3	Gas Tax	-	-	341,000	-	-	341,000
5	SMIP	-	4,990	-	-	-	4,990
19	Affordable Housing	-	81,500	-	-	24,000	105,500
24	Lennar Funds	-	-	136,300	-	-	136,300
28	Senior Center	55,481	23,145	14,500	-	-	93,126
31	STP Exchange Projects	-	-	400,000	-	-	400,000
33	Tree Replacement Fund	-	50	10,000	-	-	10,050
35	Green Building Fund	-	3,840	-	-	-	3,840
36	Disability Compliance	-	5,020	-	-	-	5,020
50	Pinewood Estates Maintenance District	-	400	5,000	-	-	5,400
77	Skypark Landscape Maintenance District	-	25,060	3,000	-	-	28,060
78	Skypark Landscape Maintenance District Insurance	-	-	-	-	-	-
88	Library Facilities Improvements Measure S	-	1,200	2,716,000	-	-	2,717,200
89	Library - CTY MOE Excess Distribution	-	600	-	-	-	600
123	Community Facility Center	56,081	21,873	20,500	-	-	98,454
155	Measure D Transportation	-	-	574,100	-	-	574,100
178	CalTRANS - Get Everyone Moving	-	-	-	-	-	-
268	Prop 68 Parks/Water Bond Act	-	-	178,000	-	-	178,000
306	SLESF	-	-	-	-	-	-
309	Police Prop 56 Tobacco Prevention	179,849	9,153	-	-	-	189,002
312	Police Budget Act 2016	-	1,000	-	-	-	1,000
316	Homeland Security Grants	-	-	-	-	-	-
317	EDG Revolving Loan Fund	-	51,279	-	-	526,510	577,789
Total Special Revenue Funds - Other		291,411	329,160	4,398,400	-	550,510	5,569,481

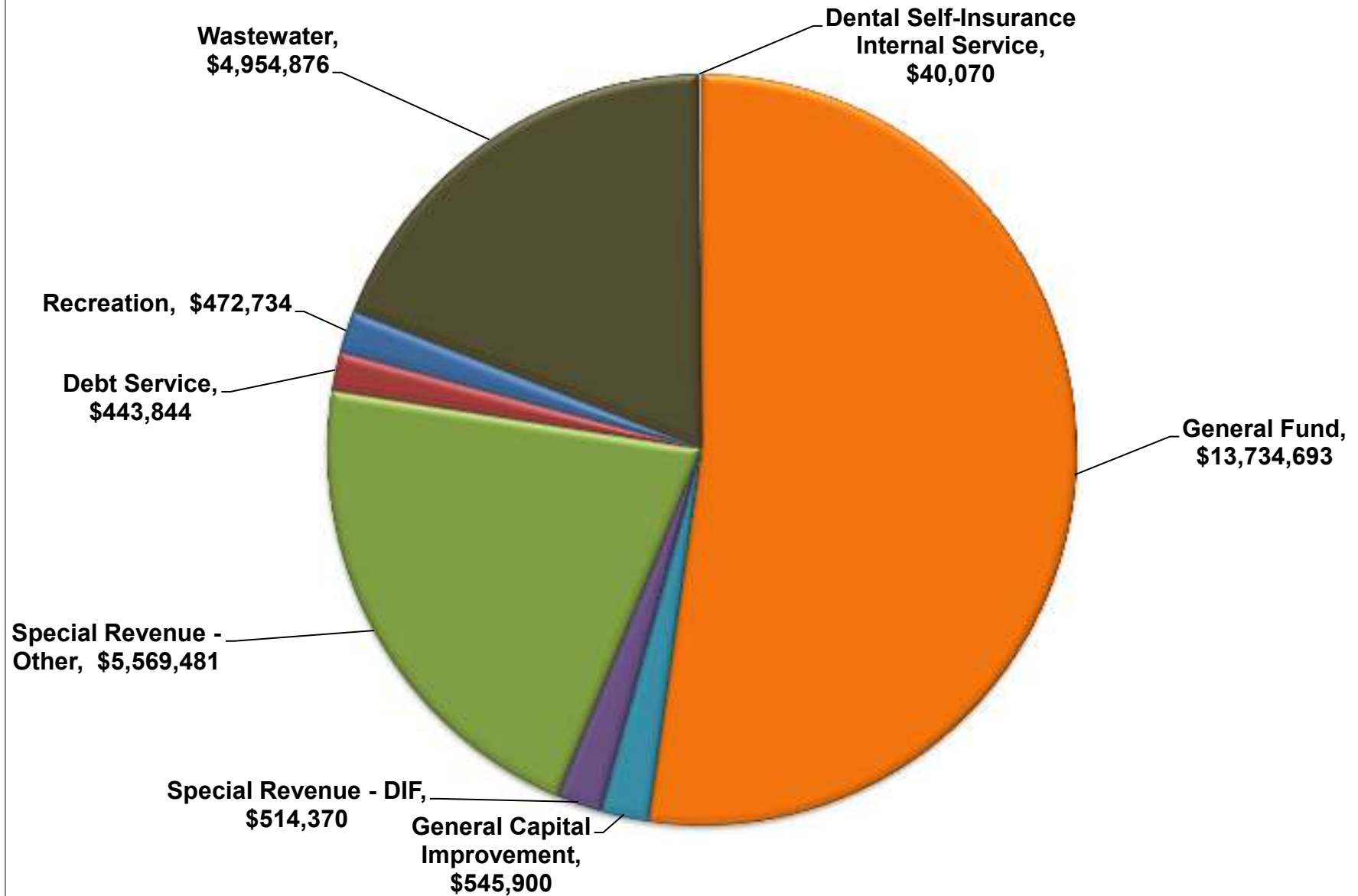
City of Scotts Valley
Summary of Expenditures by Fund/Type
FY 2021-22

		FY 2021-22 Proposed					
Fund/ Dept	Fund/Department Title	Salaries and	Services and Supplies	Fixed Assets/ Capital	Debt Service	Other	Total
Debt Service Funds							
26	Pension Obligation Bonds	-	3,500	-	440,344	-	443,844
66	COP Debt Service Reserve	-	-	-	-	-	-
	Total Debt Service Funds	-	3,500	-	440,344	-	443,844
Recreation Enterprise Fund							
4	Recreation	353,688	103,546	15,500	-	-	472,734
Wastewater Enterprise Funds							
10	Wastewater Operations	1,295,160	882,052	1,002,197	-	300,000	3,479,409
11	Tertiary Treatment Plant	-	144,717	25,000	-	-	169,717
12	Wastewater Capital Reserve	-	500	1,040,000	-	-	1,040,500
14	Wastewater ERF	-	200	-	-	-	200
15	TTP District Reserve	-	50	265,000	-	-	265,050
	Total Wastewater Enterprise Funds	1,295,160	1,027,519	2,332,197	-	300,000	4,954,876
Internal Service Fund							
112	Dental Insurance	40,000	70	-	-	-	40,070
	Total All Funds	11,545,581	4,099,669	8,502,904	1,172,669	955,146	26,275,968

General Fund Expenditures by Department FY 2021-22 Proposed



Total Expenditures by Fund FY 2021-22 Proposed



**City of Scotts Valley
Personnel Summary by Department
FY 2021-22**

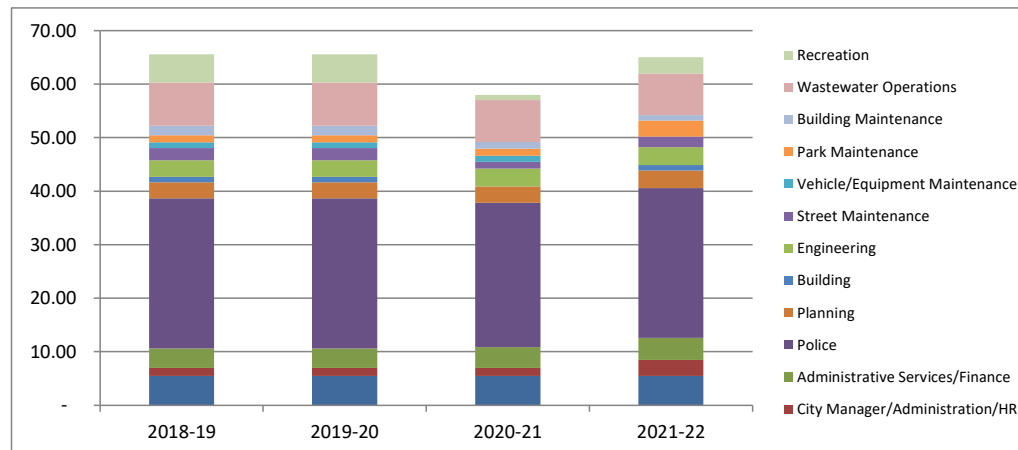
Department	Fiscal Year			
	Actual		Amended	Proposed
	2018-19	2019-20	2020-21	2021-22
Legislative	5.50	5.50	5.50	5.50
City Manager/Administration/HR	1.50	1.50	1.50	3.00
Administrative Services/Finance	3.65	3.65	3.85	4.10
Police	28.00	28.00	27.00	28.00
Community Development				
Planning	3.00	3.00	3.00	3.25
Building	1.00	1.00	-	1.00
Public Works				
Engineering	3.10	3.10	3.35	3.35
Street Maintenance	2.30	2.30	1.30	2.00
Vehicle/Equipment Maintenance	1.10	1.10	1.10	-
Park Maintenance	1.30	1.30	1.30	3.00
Building Maintenance	1.80	1.80	1.30	1.00
Wastewater Operations	8.05	8.05	7.80	7.80
Recreation	5.25	5.25	1.00	3.00
Total	65.55	65.55	58.00	65.00

Added:

One (1) Police Officer for Prop 56 Tobacco Prevention services; one (1) Assistant to the City Manager; one (1) Administrative Secretary III; one (1) Building Permit Technician; two (2) Sr. Recreation Leader/Site Director; one (1) Public Works Maintenance Worker III

Eliminated

None



City of Scotts Valley
Capital Improvement Project Plan
FY 2021-22

				Funding Sources												
			FY 2021-22 Project Amount	General Fund Equipment Replacement Fund	General CIP	Gas Tax	Drainage Construction DIF	Traffic Impact Mitigation DIF	Parks & Recreation Facilities DIF	Lennar Funds	Police Facility DIF	Transportation Grants	Measure S - Library Facilities Authority	Measure D - Sales Tax for Transportation	Wastewater Capital	Tertiary Treatment Plant
Wastewater																
1	Wastewater Recovery Facility Master Plan	A	\$ 50,000												\$ 50,000	
2	PLC Upgrades	A	\$ 40,000												\$ 40,000	
4	Bar Screen #2	A	\$ 250,000												\$ 250,000	
5	Upgrade Tertiary Treatment Pumps	A	\$ 265,000													\$ 265,000
6	Aeration Basin System Upgrade	A	\$ 250,000												\$ 250,000	
8	Dump Truck	B	\$ 110,000												\$ 110,000	
14	Collection System Pipeline Upgrades	A	\$ 200,000												\$ 200,000	
15	Collection System Inspection and Monitoring	A	\$ 100,000												\$ 100,000	
Subtotal - Wastewater Projects			\$1,265,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,000,000	\$ 265,000
Transportation																
16	Annual Street Maintenance/Resurfacing Pro	A	\$ 275,000			\$275,000										
17	Annual Street Maintenance Program	A	\$ 66,000			\$ 66,000										
18	Bean Creek Road Pavement Rehabilitation	A	\$ 974,100									\$ 400,000		\$ 574,100		
19	Mt. Hermon Road Median Improvements	B	\$ 365,000					\$ 365,000								
Subtotal - Transportation Projects			\$1,680,100		\$ -	\$341,000	\$ -	\$ 365,000	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ 574,100	\$ -	\$ -
Storm Drains																
21	Storm Drain Trash Capture System	A	\$ 125,000		\$125,000											
22	Storm Drain Master Plan Update	B	\$ 25,000				\$ 25,000									
23	Pinecone Drive Draining Improvements	B	\$ 105,000		\$105,000											
24	Sunridge Drive Stormwater Repair	B	\$ 62,500		\$ 62,500											
Subtotal - Storm Drains Projects			\$ 317,500		\$292,500	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks																
25	Parks ADA Improvements - Phase 1	A	\$ 116,300							\$116,300						
28	Siltanen Family Swim Center Pool Resurfac	B	\$ 15,000		\$ 15,000											
31	SkyPark Play Structure Equipment	B	\$ 223,000		\$223,000											
34	SkyPark Tennis Area Improvements	C	\$ 50,000						\$ 30,000	\$ 20,000						
Subtotal - Parks Projects			\$ 404,300		\$238,000	\$ -	\$ -	\$ -	\$ 30,000	\$136,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Facilities																
36	HVAC Replacement for City Hall and Police	A	\$ 300,000	\$ 300,000												
37	City Facility ADA Improvements - Phase 1	A	\$ 48,400		\$ 48,400											
39	Library Improvements	A	\$2,716,000										\$ 2,716,000			
Subtotal - General Facilities Projects			\$3,064,400	\$ 300,000	\$ 48,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,716,000	\$ -	\$ -	\$ -
Police																
43	Police Department Locker Room	A	\$ 93,000								\$ 93,000					
Information Technology																
45	Citywide Network Infrastructure Upgrades	A	\$ 185,000		\$145,000										\$ 40,000	
Grand Total - All Projects			\$7,009,300	\$ 300,000	\$723,900	\$341,000	\$ 25,000	\$ 365,000	\$ 30,000	\$136,300	\$ 93,000	\$ 400,000	\$ 2,716,000	\$ 574,100	\$1,040,000	\$ 265,000

**City of Scotts Valley
Schedule of Fund Balance Transfers
FY 2021-22**

Fund #			Transfers In															
			4		10		12		15		26		28		316		317	
			Recreation		Wastewater Operations		Wastewater Capital Reserve		TTP Reserve		Pension Obligation Bond		Senior Center		Homeland Security		EDG Revolving Loan	
Fund #	Fund Title																	
Transfers out	1	General Fund	F	541,147						A	372,456	F	130,600		B	183,333	1,227,536	
	4	Recreation Fund								A	14,113						14,113	
	10	Wastewater Operations								A	53,327						53,327	
	14	Wastewater Equipment Replacement			C	137,936	D	1,301,000	E	257,650							1,696,586	
	28	Senior Center Operations								A	1,974						1,974	
	123	Community Facility Center Operations								A	1,974						1,974	
	306	Supplemental Law Enforcement Services											G	22,000			22,000	
		Totals		541,147		137,936		1,301,000		257,650		443,844		130,600		22,000		183,333

Notes:

A - Transfer from operating department budgets to fund allocation of costs associated with Pension Obligation Bond debt service and administrative costs

B - Transfer General Fund reserves to EDG Revolving Loan to advance fund CDBG loan over a three year period (1st of 3 years)

C - Transfer to maintain reserves in Wastewater Operations fund equal to 50% of annual operating expenses

D - Transfer excess reserves from Wastewater Equipment Replacement to restore reserves in Wastewater Capital Reserve to \$900,000 for emergencies/contingencies

E - Transfer to Tertiary Treatment Plant Fund from Wastewater Operations Fund to fund City's costs to operate the Tertiary Treatment Plant

F - Transfers to Recreation and Senior Center operations to subsidizes losses as a result of the COVID-19 pandemic recession impacts on operations

G - Transfer to eliminate deficit in Homeland Security Grant to funds expended in excess of grant amount out of SLESF funds

This page intentionally left blank.

City Council



Overview

The role of the City Council is to provide policy-level decisions and direction provided to city staff through the City Manager, as well as input from and direction provided to the Planning Commission and other city commissions and boards. The City Council strives for the continued orderly growth and development of the City by insuring that all matters related to health, safety and general welfare are addressed consistent with the laws of the State and the will of the citizens of Scotts Valley.

Staffing Summary

Position	Actual			Approved	Proposed
	2017/18	2018/19	2019/20	2020/21	2021/22
City Councilmembers	5.00	5.00	5.00	5.00	5.00
City Clerk (1)	0.50	0.50	0.50	0.50	0.50
Total FTE	5.50	5.50	5.50	5.50	5.50

(1) – The City Clerk position is allocated 50% to the City Council/Legislative (#41) Division and 50% to the Administration (#44) Division.

Departmental Workplan

During the COVID-19 pandemic, the City Council focused its efforts on supporting the safety and well-being of the Scotts Valley community, assisting businesses to weather mandated

closures and operational limitations, and implementing strategies to bolster the City's long-term economic stability. The year was overshadowed by the pandemic and the CZU Lightning Complex Fire in August 2020. The pandemic will continue its reach into FY 2021/22, but the City will be able to re-position to post-pandemic recovery.

The City Council continues with its core priorities for FY 2020/21, with implementing projects to be identified and funded through the budget process:

1. **Ensure Long-Term Financial Stability**
2. **Encourage Business Development and Expand the City's Economic Base**
3. **Implement Operational Initiatives to Enhance City Services**
4. **Maintain Quality of Life for Residents**

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
LEGISLATIVE

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET	PROJECTED	REQUEST
					FY 2020/21	FY 2020/21	FY 2021/22
001.41.0000.101		SALARIES/WAGES - REGULAR	78,858	74,504	96,535	96,535	83,035
001.41.0000.102		SALARIES/WAGES - HOLIDAY	2,565	2,916	-	-	-
001.41.0000.103		SALARIES/WAGES - SICK LEAV	1,755	1,361	-	-	-
001.41.0000.104		SALARIES/WAGES - VACATION	1,330	4,539	-	-	-
001.41.0000.108		SALARIES/WAGES - C/T TAKEN	1,447	1,952	-	-	-
001.41.0000.202		PARS-ARS	391	346	405	405	500
001.41.0000.203		FICA	4,636	4,775	5,457	5,457	6,352
001.41.0000.204		RETIREMENT	15,810	28,227	18,205	18,205	27,878
001.41.0000.205		GROUP INSURANCE	102,695	113,374	106,315	106,315	121,076
001.41.0000.206		WORKERS' COMPENSATION	695	1,183	20,917	20,917	4,038
001.41.0000.301		OFFICE EXPENSE	791	1,000	1,200	1,200	1,200
001.41.0000.303		SMALL TOOLS & SUPPLIES	521	-	250	250	250
001.41.0000.306		COMMUNICATIONS	330	-	360	360	360
001.41.0000.310		RECRUITMENT	-	-	-	350	1,000
001.41.0000.313		OTHER CONTRACTUAL SERVICES	4,284	6,264	15,000	2,000	15,000
001.41.0000.315		MEMBERSHIPS & DUES	500	320	500	500	500
001.41.0000.316		TRAVEL/CONFERENCES/MEETING	9,694	2,447	8,000	8,000	10,000
001.41.0000.319		ELECTIONS	16,458	31	20,000	20,000	20,000
001.41.0000.322		TRAINING & EDUCATION	25	-	500	500	2,000
001.41.0000.402		MAINT & OPERATION OF EQMT	-	-	500	500	500
001.41.0000.910		OFFICE EQMT & FURNITURE	1,142	4,343	1,000	1,000	2,000
001.41.4554.301	ARTS COMMISSION LOGO	OFFICE EXPENSE	2,427	605	7,500	7,500	-
TOTALS			246,355	248,186	302,644	289,994	295,689

City Attorney



Overview

The City Attorney is responsible for the administration of all legal affairs of the City. In addition, the City Attorney serves as Agency Counsel for the Successor Agency of the Redevelopment Agency. The City Attorney advises the City Council and staff on all matters of general and municipal law. The City Attorney is responsible for:

- Representing the City in litigation, administrative hearings, and other legal matters.
- Preparing or reviewing all ordinances, contracts and other legal documents
- Rendering legal advice and opinions to the City Council, Successor Agency, City and Agency Boards and Commissions, and City staff
- Overseeing all work done by outside counsel on behalf of the City.

The City Attorney is a contract position with the firm of Logan & Powell, LLP.

Departmental Workplan

The City Attorney supports other departments in the implementation of their work plans. The City Attorney also responds to claims and litigation and projects adopted by the Council that require participation by the City Attorney.

The Department's workplan for FY 2021/22 includes the following:

- **Support Post-Pandemic Policy Changes** – Advise and draft workplace, land use and administrative policies and regulations.
- **General Plan Update Process** – Provide legal guidance, where necessary, throughout the final steps of the General Plan Update process.
- **Development Projects** – Provide legal guidance, where necessary, on development projects under consideration by the City Council.
- **Update Ordinances** – Update the City's ordinances as necessary to comply with changing State laws.
- **Review Contracts** – Review contracts as necessary to comply with State law.

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
CITY ATTORNEY

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET	PROJECTED	REQUEST
					FY 2020/21	FY 2020/21	FY 2021/22
001.42.0000.205		GROUP INSURANCE	-	-	-	-	-
001.42.0000.210		SUPPLEMENTAL SERVICES	157,620	191,132	180,000	180,000	240,000
001.42.0000.301		OFFICE EXPENSE	-	-	-	-	-
001.42.0000.313		OTHER CONTRACTUAL SERVICES	3,355	18,905	3,500	3,500	53,500
001.42.0000.316		TRAVEL/CONFERENCES/MEETING	-	-	500	500	2,500
001.42.8019.210	COVID-19 EXPENDITURES	SUPPLEMENTAL SERVICES	-	39,540	-	8,000	-
001.42.8021.210	CZU 2020 AUGUST FIRES - DAC	SUPPLEMENTAL SERVICES	-	-	-	11,100	-
TOTALS			160,975	249,577	184,000	203,100	296,000

City Manager's Office

Overview

The City Manager provides administrative and legislative/policy support to the City Council and general oversight of all operations provided through the operating departments of the City. The City Manager is directly responsible for the City's economic development initiatives and activities of the Successor Agency of the City's former redevelopment agency. Specific oversight is provided to other administrative departments, including the City Clerk and Administrative Services, which include such functions as legislative records management, financial services, budget, human resources and risk management.

Staffing Summary

Position	Actual			Approved	Proposed
	2017/18	2018/19	2019/20	2020/21	2021/22
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant to the City Manager	-	-	-	-	1.00
City Clerk (1)	0.50	0.50	0.50	0.50	0.50
Administrative Secretary III	-	-	-	-	0.50
Total FTE	1.50	1.50	1.50	1.50	3.00

(1) – The City Clerk position is allocated 50% to the Administration (#44) Division and 50% to the City Council/Legislative (#41) Division.

Departmental Workplan

The workplan for the City Manager is driven primarily by City Council goals and policy direction, while the workplan for the rest of the administration department is based upon emerging issues that relate to City Council action, workforce changes, and the needs of the operating departments.

For FY 2021/22, an overarching focus of the City Manager's Department will be the organization's continued recovery from the COVID-19 pandemic. This will take many forms, from hundreds of operational shifts across the City to resume normal operations—with modifications to incorporate lessons learned for improved customer service in our fast-tracked contactless pivot last spring—to restoring our Recreation services that were devastating to lose. We have continued work to do to safeguard our financial recovery while also meeting the great and growing needs of the community for services.

These themes are evident in the Department's workplan for FY 2021/22, which is steered by the City's Strategic Goals:

- **Ensure Long-Term Financial Sustainability**
- **Encourage Business Development and Expand the City's Economic Base**
- **Implement Operational Initiatives to Enhance City Services**
- **Maintain Quality of Life for City Residents**

Office of the City Clerk

Overview

The City Clerk performs various professional and managerial duties according to Scotts Valley Municipal Code and state law. The City Clerk facilitates the execution of official City legislative processes.

The City Clerk is the custodian of City records and records the official actions of City government, documents the proceedings of meetings, and retains legal and historical records, such as City Council, Successor Agency, and Oversight Board agendas and minutes, ordinances, resolutions, contracts, deeds, and subdivision maps. The City Clerk also accepts and processes requests in accordance with the California Public Records Act, coordinates City board, commission and committee member recruitment activities, and accepts and processes claims against the City and other legal documents.

Last, the City Clerk serves as the City's elections official and administers the election process and oaths of office. The City Clerk also acts as the filing officer for conflict of interest

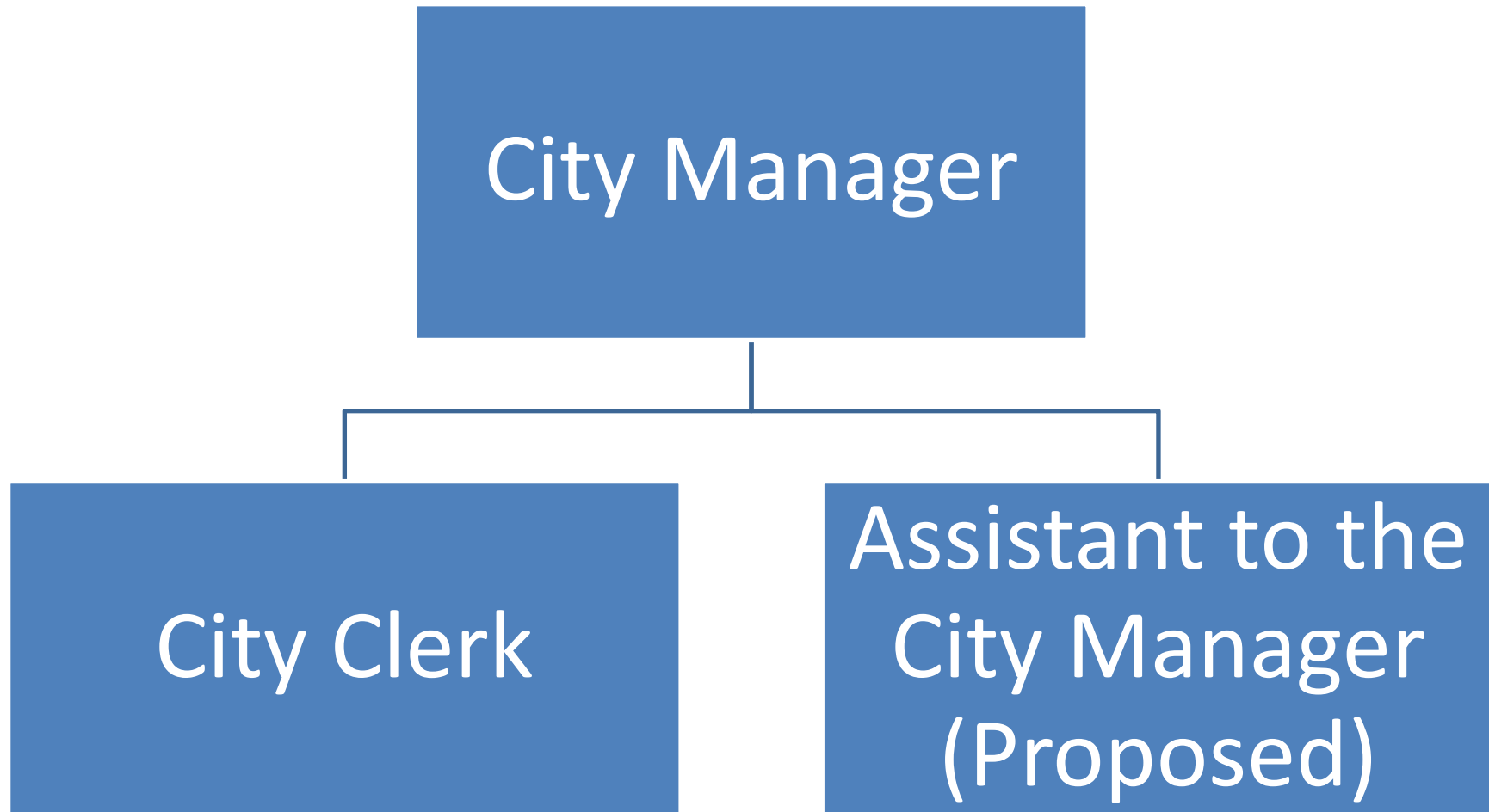
statements filed by City elected and appointed officials and candidate and officeholder campaign filings.

Departmental Workplan

In addition to providing a variety of highly specialized professional responsibilities in the area of agenda and records management, elections, and public records coordination, the City Clerk provides managerial and administrative support in the area of human resources, public information, and risk management. The Department's workplan for FY 2021-22 includes the following:

- **Citywide Telephone System** – replacement of the City's aging phone and voicemail system, which will include rewiring certain buildings to support the needs of today's IP-based telephone systems. *Goal/Priority: Implement Operational Initiatives to Enhance City Services*

City Manager's Office



CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
CITY MANAGER'S OFFICE/ADMINISTRATION

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	REVISED	PROJECTED	REQUEST
			06-30-2019	06-30-2020	BUDGET FY 2020/21	FY 2020/21	FY 2021/22
001.44.0000.101		SALARIES/WAGES - REGULAR	214,303	175,258	273,000	273,000	408,436
001.44.0000.102		SALARIES/WAGES - HOLIDAY	13,912	14,392	-	-	-
001.44.0000.103		SALARIES/WAGES - SICK LEAV	2,157	3,568	-	-	-
001.44.0000.104		SALARIES/WAGES - VACATION	44,883	10,660	-	-	-
001.44.0000.107		SALARIES/WAGES - TEMPORARY	-	24,051	-	-	-
001.44.0000.108		SALARIES/WAGES - C/T TAKEN	9,480	4,796	-	-	-
001.44.0000.110	COVID-19 EXPENDITURES	SALARIES/WAGES - COVID19	-	48,105	-	-	-
001.44.0000.203		FICA	16,661	19,905	17,059	17,059	26,191
001.44.0000.204		RETIREMENT	83,610	103,812	89,355	89,355	219,103
001.44.0000.205		GROUP INSURANCE	41,545	50,793	56,500	56,500	114,740
001.44.0000.206		WORKERS' COMPENSATION	1,490	1,770	5,705	5,705	19,862
001.44.0000.209		AUTO ALLOWANCE	3,000	3,000	3,000	3,000	3,000
001.44.0000.301		OFFICE EXPENSE	769	303	1,200	1,200	1,200
001.44.0000.303		SMALL TOOLS & SUPPLIES	3,476	62	-	500	1,000
001.44.0000.310		RECRUITMENT	633	32	-	350	2,000
001.44.0000.313		OTHER CONTRACTUAL SERVICES	400	24,602	20,000	-	10,000
001.44.0000.314		INSURANCE & SURETY BONDS	100	-	100	100	100
001.44.0000.315		MEMBERSHIPS & DUES	1,810	370	1,500	1,500	1,500
001.44.0000.316		TRAVEL/CONFERENCES/MEETING	4,078	3,248	3,000	3,000	8,000
001.44.0000.322		TRAINING & EDUCATION	-	-	500	500	2,000
001.44.0000.910		OFFICE EQMT & FURNITURE	1,000	2,642	-	-	2,500
001.44.8021.101	CZU 2020 AUGUST FIRES - DAC	SALARIES/WAGES - REGULAR	-	-	-	6,276	-
001.44.8021.107	CZU 2020 AUGUST FIRES - DAC	SALARIES/WAGES - TEMPORARY	-	-	-	2,091	-
001.44.8021.203	CZU 2020 AUGUST FIRES - DAC	FICA	-	-	-	236	-
001.44.8021.204	CZU 2020 AUGUST FIRES - DAC	RETIREMENT	-	-	-	776	-
TOTALS			443,306	491,369	470,919	461,147	819,632

Administrative Services Department



Overview

The Administrative Services Department provides the following functions under the direction of an Administrative Services Director:

1. **Finance (Division 45)** - receives all income, prepares checks for payment of all expenses, and is responsible for investing City surplus funds; processes grant records and claims, sewer service fees, business license fees and other miscellaneous billings; handles payroll and accounts payable functions for the City; maintains records of all income and expenditures for all funds; and, prepares the City's Comprehensive Annual Financial Report and other financial reports as necessary for operating departments, the City Council, and local, state and federal agencies; accounts for all activities associated with the City of Scotts Valley Successor Agency, and prepares the necessary reports for the review and approval of the Successor Agency's oversight board and the California Department of Finance; and, participates in preparing the budget for recommendation to the City Council under the direction of the City Manager.
2. **Human Resources and Administration (Division 46)** – provides support to the City Manager for human resources management, including: labor relations; classification, compensation and benefits programs; updating personnel rules and policies to ensure compliance with State and Federal employment laws and regulations; oversight and support for recruiting functions administered by operating departments; consultation and advice regarding employee disciplinary and employment liability issues; and the employee assistance program.
3. **Information Technology (Division 47)** – provides overall strategic direction and implementation of the City's use of information technology tools; manages the contract with a technology support vendor for help desk support and network, telecommunications, server and systems administration.
4. **Risk Management (Division 48)** – supports the City Manager in managing the City's risk management programs, including workers compensation, liability and property insurance through the Monterey Bay Area Self-Insurance Authority risk management JPA.

Staffing Summary

Position	Actual		Approved	Adopted
	2018/19	2019/20	2020/21	2021/22
Administrative Services				
Director	0.80	0.80	1.00	1.00
Finance Manager	-	-	1.00	1.00
Accountant II	1.00	1.00	-	-
Accountant I	1.00	1.00	0.85	0.85
Senior Accounting Technician	-	-	-	-
Human Resources/Payroll Analyst	-	-	1.00	1.00
Administrative Secretary III	-	-	-	0.25
Accounting Assistant	0.85	0.85	-	-
Total FTE	3.65	3.65	3.85	4.10

Departmental Workplan

The Department's workload includes a variety of tasks and projects, some that are recurring activities consistent from year to year, and others that are project-based work that vary. Recurring activities such as payroll processing, accounts payable, financial reporting, benefits administration, server maintenance and updating the assets covered through risk management activities are assumed in the baseline activities of the department. Forces that may impact the department's workplan include changes in policy direction and needs of the City Council and the City's operating departments, changes in regulations that impact how financial activities are tracked and reported, and impacts from state legislation.

The Department's workplan for FY 2021/22 includes the following:

Finance (Division 45)

- **CAFR Preparation and Audit** – upon closing and reconciling the City's general ledger, the department will prepare the City's CAFR and will coordinate the audit of the CAFR through an independent certified public accountant. The department will work with the City's CPA firm to ensure the proper accounting and disclosure of financial information is presented in the CAFR. The department does anticipate changing CPA firms in this fiscal year. *Goal/Priority: Fiscal sustainability*
- **Fiscal Sustainability Plan Implementation** –working under the direction of the City Manager, the department will assist the City Manager to provide guidance to operating departments and prepare fiscal analyses in implementing budget strategies directed by Council to provide fiscal sustainability to the City and its General Fund. *Goal/Priority: Fiscal sustainability*
 - Update the long-range financial forecast and monitor trends to determine long-term fiscal sustainability for the General Fund.
 - Refine revenue forecasts and possible future options to increase the hotel tax (TOT) or modernize utility users tax (UUT).
 - Explore OPEB and PERS obligation reduction strategies
 - Implement the cost allocation framework
- **Annual Budget Preparation and Implementation** – working under the direction of the City Manager, the department will further the implementation of the budget process by coordinating budget preparation in a collaborative fashion with operating departments, culminating in public hearings and the ultimate approval of the FY 2022/23 annual budget. *Goal/Priority: Fiscal sustainability*

- **Business License Administration** – the City has contracted out business license administration to a third party provider. Continual monitoring to ensure the process with the TPA is maintaining a high-level of customer service with the proper collections and recording of business license taxes will be necessary. *Goal/Priority: Operational initiatives to enhance community engagement efforts*

Human Resources and Administration (Division 46)

- **Labor Relations/Negotiations** – support the City Manager and outside legal counsel in implementing MOUs bargained in FY 2021-22 and any future changes as a result of future labor negotiations for successor MOUs. *Goal/Priority: Fiscal sustainability; operational efficiency*

Information Technology (Division 47)

- **Citywide Telephone System** – support the City Clerk in the replacement of the City's aging phone and voicemail system, which will include rewiring certain buildings to support the needs of today's IP-based telephone systems. *Goal/Priority: Operational initiatives to enhance public safety and community engagement efforts*
- **Capital Investment and Budgeting** – assist the City Manager in developing investment and budgeting strategies for information technology services. *Goal/Priority: Implement a Citywide Strategic Technology Plan*

Risk Management (Division 48)

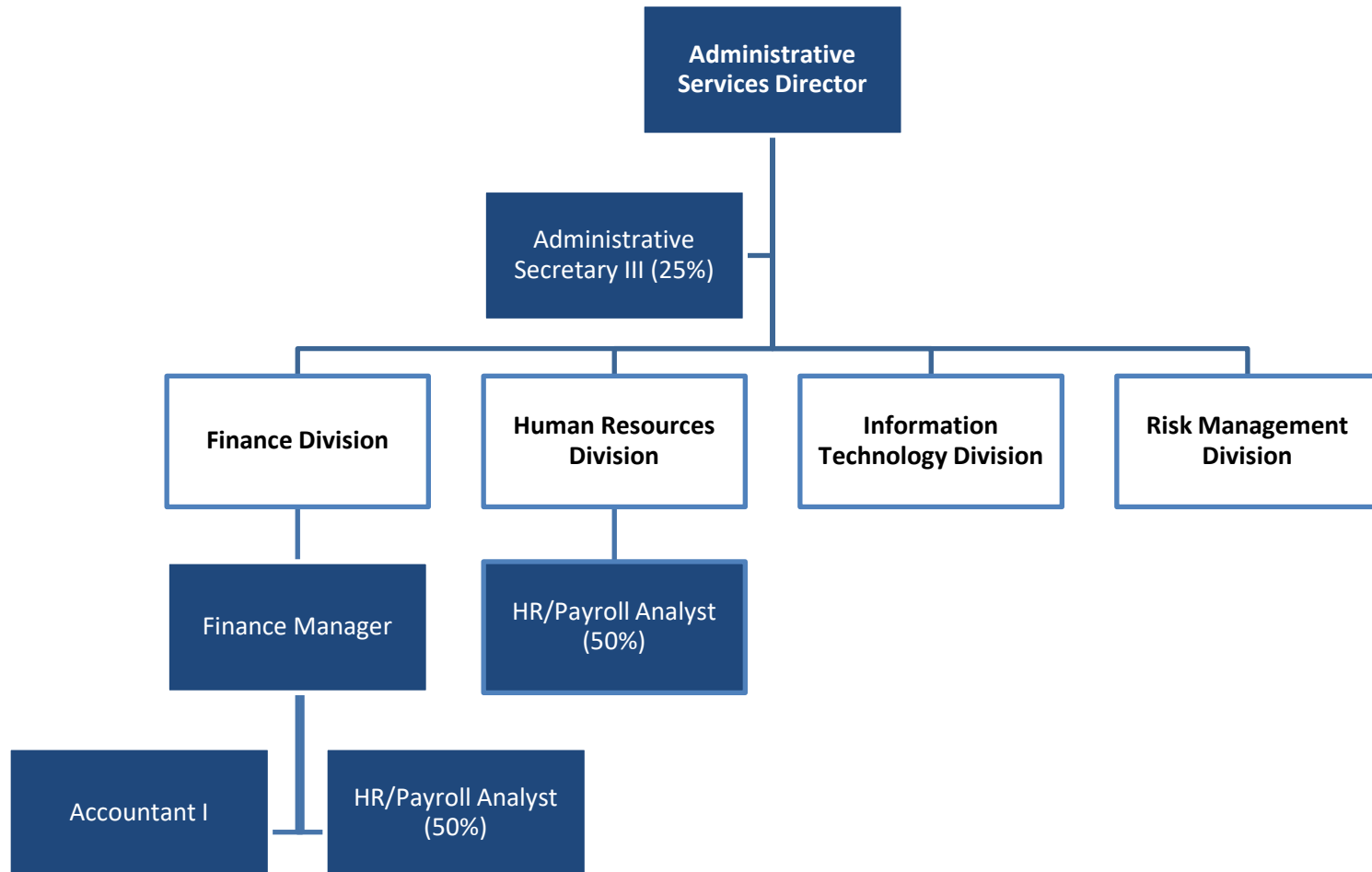
- No specific workplan items outside of recurring activities.

Impacts of COVID for FY 2021-22

One Administrative Secretary III position will be shared with Administration and Planning to staff the reception desk at City Hall and provide customer service and other clerical support to the Administrative Services Department.

Description	FY 2021-22 Cost
Administrative Secretary III (shared with Administration and Planning)	\$ 37,000

ADMINISTRATIVE SERVICES DEPARTMENT



CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
ADMINISTRATIVE SERVICES

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
FINANCE							
001.45.0000.101		SALARIES/WAGES - REGULAR	262,471	271,436	373,940	240,000	427,301
001.45.0000.102		SALARIES/WAGES - HOLIDAY	18,259	19,436	-	-	-
001.45.0000.103		SALARIES/WAGES - SICK LEAV	9,884	7,304	-	-	-
001.45.0000.104		SALARIES/WAGES - VACATION	26,048	22,284	-	-	7,709
001.45.0000.107		SALARIES/WAGES - TEMPORARY	22,737	21,621	15,000	15,000	-
001.45.0000.108		SALARIES/WAGES - C/T TAKEN	8,871	5,808	-	-	-
001.45.0000.110	COVID-19 EXPENDITURES	SALARIES/WAGES - COVID19	-	17,261	-	-	-
001.45.0000.203		FICA	26,540	25,721	20,575	20,575	29,462
001.45.0000.204		RETIREMENT	91,238	120,436	124,067	124,067	206,008
001.45.0000.205		GROUP INSURANCE	52,581	66,381	92,523	92,523	124,281
001.45.0000.206		WORKERS' COMPENSATION	4,620	5,483	6,940	14,450	20,779
001.45.0000.301		OFFICE EXPENSE	11,044	10,107	10,500	7,960	10,500
001.45.0000.302		SPECIAL DEPARTMENT EXPENSE	855	475	870	760	850
001.45.0000.303		SMALL TOOLS & SUPPLIES	2,435	-	-	-	-
001.45.0000.306		COMMUNICATIONS	-	743	-	1,300	1,800
001.45.0000.310		RECRUITMENT	1,434	9	1,500	9,350	3,000
001.45.0000.312		PROFESSIONAL/SPECIALIZED S	40,598	25,577	30,000	125,750	125,000
001.45.0000.313		OTHER CONTRACTUAL SERVICES	-	1,831	10,500	3,400	3,500
001.45.0000.315		MEMBERSHIPS & DUES	300	690	600	470	600
001.45.0000.316		TRAVEL/CONFERENCES/MEETING	2,554	2,987	6,000	160	1,000
001.45.0000.322		TRAINING & EDUCATION	-	394	1,000	150	500
001.45.0000.349		MISCELLANEOUS	-	6,795	-	-	-
001.45.0000.402		MAINT & OPERATION OF EQMT	540	2,217	2,000	1,650	2,000
001.45.0000.910		OFFICE EQMT & FURNITURE	19,437	7,860	-	-	-
001.45.8019.303	COVID-19 EXPENDITURES	SMALL TOOLS & SUPPLIES	-	1,631	-	3,150	-
001.45.8019.313	COVID-19 EXPENDITURES	OTHER CONTRACTUAL SERVICES	-	15,000	-	-	-
001.45.8019.349	COVID-19 EXPENDITURES	MISCELLANEOUS	-	-	-	-	-
001.45.8021.101	CZU 2020 AUGUST FIRES - DAC	SALARIES/WAGES - REGULAR	-	-	-	2,183	-
001.45.8021.203	CZU 2020 AUGUST FIRES - DAC	FICA	-	-	-	167	-

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
ADMINISTRATIVE SERVICES

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED	PROJECTED FY 2020/21	REQUEST FY 2021/22
					BUDGET FY 2020/21		
001.45.8021.204	CZU 2020 AUGUST FIRES - DAC	RETIREMENT	-	-	-	268	-
001.45.8021.312	CZU 2020 AUGUST FIRES - DAC	PROFESSIONAL/SPECIALIZED S	-	-	-	8,306	-
TOTALS			602,446	659,489	696,015	671,639	964,290

HUMAN RESOURCES

001.46.0000.101	SALARIES/WAGES - REGULAR	-	-	-	-	36,504
001.46.0000.102	SALARIES/WAGES - HOLIDAY	-	-	-	-	-
001.46.0000.103	SALARIES/WAGES - SICK LEAV	-	-	-	-	-
001.46.0000.104	SALARIES/WAGES - VACATION	-	-	-	-	-
001.46.0000.108	SALARIES/WAGES - C/T TAKEN	-	-	-	-	-
001.46.0000.203	FICA	-	-	-	-	2,793
001.46.0000.204	RETIREMENT	-	-	-	-	19,678
001.46.0000.205	GROUP INSURANCE	-	-	-	-	19,754
001.46.0000.206	WORKERS' COMPENSATION	-	-	-	-	1,775
001.46.0000.207	UNEMPLOYMENT INSURANCE	-	62,041	6,940	47,000	45,000
001.46.0000.210	SUPPLEMENTAL SERVICES	-	-	600	-	-
001.46.0000.301	OFFICE EXPENSE	-	-	-	-	-
001.46.0000.302	SPECIAL DEPARTMENT EXPENSE	-	-	1,500	-	-
001.46.0000.303	SMALL TOOLS & SUPPLIES	125	-	-	170	-
001.46.0000.310	RECRUITMENT	-	107	3,000	8,700	-
001.46.0000.312	PROFESSIONAL/SPECIALIZED S	32,698	82,509	20,000	2,500	-
001.46.0000.313	OTHER CONTRACTUAL SERVICES	-	-	1,200	-	-
001.46.0000.315	MEMBERSHIPS & DUES	350	775	500	-	-
001.46.0000.316	TRAVEL/CONFERENCES/MEETING	1,030	892	2,500	-	-
001.46.0000.322	TRAINING & EDUCATION	-	450	1,000	-	-
001.46.0000.349	MISCELLANEOUS	-	-	3,500	-	-
TOTALS		34,203	146,773	40,740	58,370	125,504

**CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET**

**GENERAL FUND
ADMINISTRATIVE SERVICES**

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED	PROJECTED FY 2020/21	REQUEST FY 2021/22
					BUDGET FY 2020/21		
INFORMATION TECHNOLOGY							
001.47.0000.302		SPECIAL DEPARTMENT EXPENSE	-	118	-	-	21,000
001.47.0000.303		SMALL TOOLS & SUPPLIES	-	-	-	-	-
001.47.0000.306		COMMUNICATIONS	17,316	18,521	25,000	17,890	60,000
001.47.0000.310		RECRUITMENT	-	-	-	8,700	-
001.47.0000.312		PROFESSIONAL/SPECIALIZED S	18,150	19,735	25,000	5,500	5,500
001.47.0000.313		OTHER CONTRACTUAL SERVICES	84,733	66,238	77,200	85,230	85,000
001.47.0000.349		MISCELLANEOUS	340	-	-	-	-
001.47.0000.402		MAINT & OPERATION OF EQMT	15,205	22,277	15,000	390	-
001.47.0000.910		OFFICE EQMT & FURNITURE	-	-	-	50,500	-
TOTALS			135,743	126,889	142,200	168,210	171,500

RISK MANAGEMENT

001.48.0000.310		RECRUITMENT	-	-	-	8,700	-
001.48.0000.312		PROFESSIONAL/SPECIALIZED S	-	-	-	-	-
001.48.0000.313		OTHER CONTRACTUAL SERVICES	-	-	-	-	-
001.48.0000.314		INSURANCE & SURETY BONDS	263,043	424,517	437,725	331,930	476,417
TOTALS			263,043	424,517	437,725	340,630	476,417

This page intentionally left blank.

Police Department

Overview

The Police Department provides public safety for the Scotts Valley community through community partnerships, proactive law enforcement and professionalism. Under the Office of the Police Chief, the department is organized into two divisions: Operations and Services. Operations encompass uniformed patrol services, whereas the Services division is comprised of the Investigation Unit and Communications/Records.

The department employs crime prevention strategies that include community awareness and education, proactive targeted enforcement of problem areas, and community oriented policing. Connecting to the community and building public trust is paramount. The department facilitates this connection through daily interactions, teaching DARE in schools, police department tours, neighborhood watch programs, foot patrols, social media, and many other community outreach programs.

The department maintains a high level of training for its sworn and non-sworn employees. This is accomplished with departmental instructors, web-based training, and external training classes. The department also supports other city departments in their overall goals and objectives of making this a safe community to live and work.



Staffing Summary

Position	Actual			Approved	Proposed
	2017/18	2018/19	2019/20	2020/21	2021/22
Chief of Police	1.00	1.00	1.00	1.00	1.00
Captain (1)	-	-	2.00	1.00	1.00
Lieutenant	2.00	2.00	-	-	-
Sergeant	5.00	5.00	5.00	5.00	5.00
Detective	1.00	1.00	2.00	2.00	2.00
Juvenile Officer	1.00	-	-	-	-
School Resource Officer (2)	1.00	1.00	1.00	-	1.00
Patrol Officer	6.00	7.00	7.00	8.00	8.00
Traffic Officer	2.00	2.00	2.00	2.00	2.00
Administrative Secretary III/Analyst	1.00	1.00	1.00	1.00	1.00
Services Supervisor / Project Manager	1.00	1.00	1.00	-	-
Services Supervisor	-	-	-	1.00	1.00
Emergency Dispatch Clerk II	2.00	2.00	2.00	2.00	2.00
Emergency Dispatch Clerk I	4.00	4.00	4.00	4.00	4.00
Total FTE	27.00	27.00	28.00	27.00	28.00

(1) – The Police Captain position was held vacant for FY 2020-21 in light of the fiscal impacts of the COVID-19 Pandemic.

(2) – The School Resource Officer position is being added to support the initiatives in the award of a grant from the State under the Proposition 56 Tobacco Prevention initiatives.

Departmental Workplan

The Police Department's workload remains consistent from year to year. These typical recurring activities are assumed in the baseline activities of the department. Forces that may impact the department's workplan include changes in laws and

policies, new technology, work force levels, and personnel development.

The Police Department's workplan for FY 2021-22 includes the following:

- **Patrol Operations** – This is the department's largest commitment of resources and personnel. Through uniformed patrols, officers respond to calls for service and conduct self-initiated activities to bring safety and a high quality of life to citizens of Scotts Valley, including Scotts Valley schools. For FY 2021-22, the department will be creating a bicycle patrol team for enhanced patrols of open space, trail systems, and commercial districts. *Goal/Priority: Public safety; emergency operations; community engagement*
- **Communications** – The department maintains an independent PSAP (Public Safety Answering Point), or dispatch center. Often the first point of contact for individuals in crisis, our dispatchers triage priority and non-priority calls and dispatch officers accordingly. *Goal/Priority: Public safety communications; employee safety; emergency operations*
- **Community Outreach Programs** – The department will continue its outreach into the community by partnering with other Scotts Valley organizations, offering crime prevention education, and through social media. The department will continue to use social media, such as Facebook, Nixle and NextDoor to keep our community informed. The department's Facebook page is the most followed governmental site in Scotts Valley.



The department's personnel also organize and work annual charity events. *Goal/Priority: Community engagement*

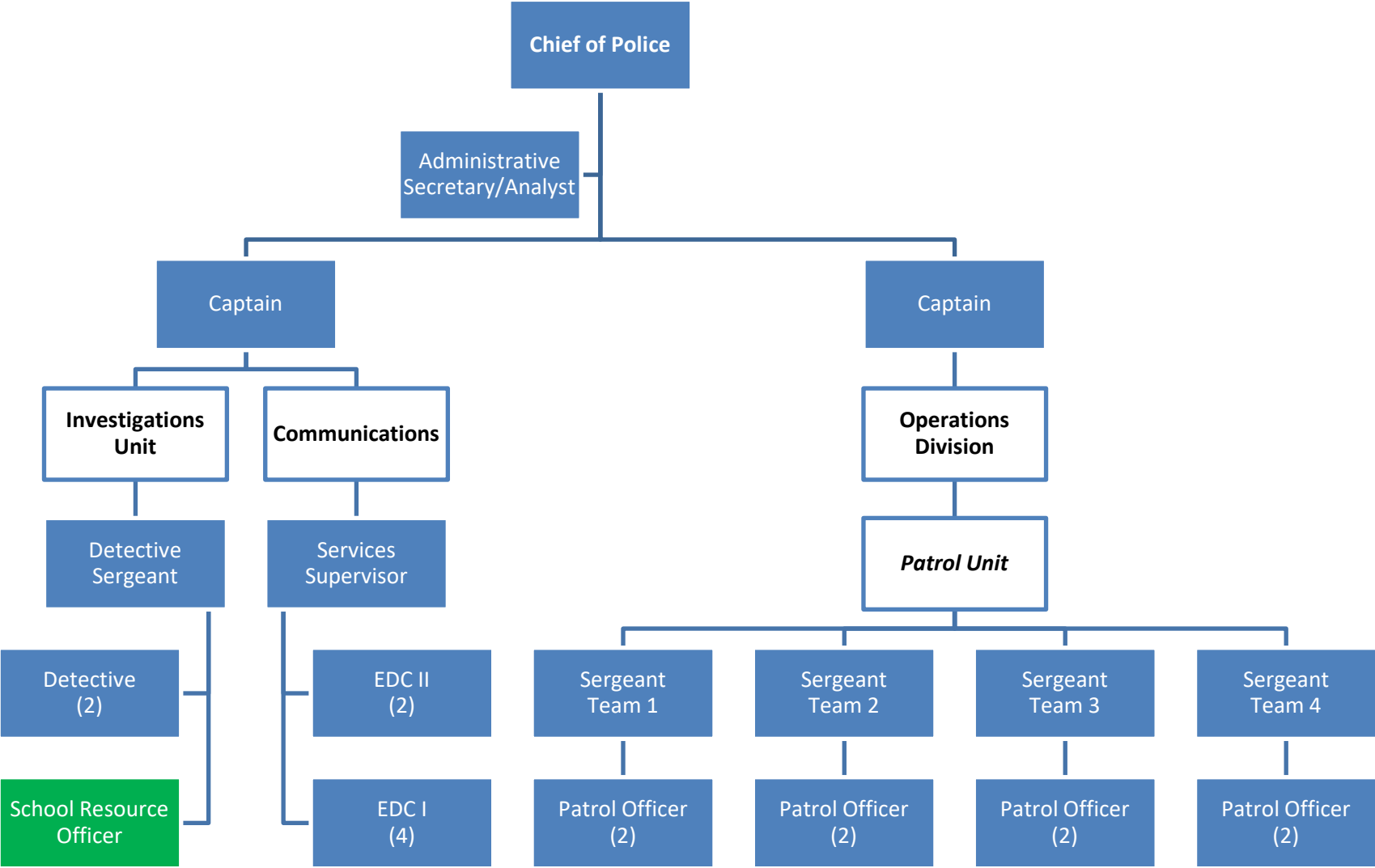
- **Recruitment** – The department will continue to seek out and hire highly qualified officers and dispatchers. The department will continue its aggressive recruitment program to attract and hire the best possible employees for this department. *Goal/Priority: Public safety; employee safety; operational efficiencies.*
- **Personnel Development** – The department will develop existing personnel for more responsibilities and advancement. The department will focus on outside training opportunities for existing personnel so they can develop their skills and prepare to take on more responsibilities. Additionally, the department will update its in-service training program and technology. *Goal/Priority: Public safety; employee safety; operational efficiencies.*
- **Policy** – The department will update its department policy manual reflecting current case law and best practices. *Goal/Priority: Public safety; operational efficiencies.*
- **Emergency Operations Planning** – The department will update the Emergency Operations Plan addressing any changes to personnel and contact information. The department will conduct a city-wide Emergency Operations Center training and exercise to better prepare for potential major disasters, such as earthquakes. *Goal/Priority: Public safety; emergency operations.*

Restoration Plans from Impacts of COVID-19 Pandemic for FY 2021-22

The following new or additional resources are requested in FY 2021-22 in order for the department to accomplish its workplan.

Description	FY 2021-22 Costs
Part Time/Temporary Staffing - Due to staffing shortages we are filling full-time police officer positions with part-time temporary employees. We anticipate having three temporary workers employed concurrently at the beginning of the fiscal year and then reducing that number during the year as we increase our full-time officer positions.	\$100,000
Contractual Services - The digital camera system which is used for our officer body cameras, and police vehicles, has an annual service agreement of \$13,365. This ongoing cost of the contract was omitted during the last budget cycle and is now included to reflect the true cost to the city.	\$13,365
Prop 56 Tobacco Prevention Program – the City was awarded a 3-year grant from the State of California that will fund one full-time officer position in the role of School Resource Officer to support the initiatives of the program. An allocation of 5% of the Administrative Analyst position will also be allocated to the program. Including other services and supplies in support of the program. Total contract costs and grant revenues will be accounted for in Fund #309.	\$189,002

Scotts Valley Police Department



CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
POLICE DEPARTMENT

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
POLICE							
001.51.0000.101		SALARIES/WAGES - REGULAR	2,080,948	2,053,539	2,691,348	1,500,000	2,446,703
001.51.0000.102		SALARIES/WAGES - HOLIDAY	147,450	142,854	-	148,200	107,049
001.51.0000.103		SALARIES/WAGES - SICK LEAV	84,690	80,395	-	77,900	-
001.51.0000.104		SALARIES/WAGES - VACATION	134,550	194,151	-	156,500	7,741
001.51.0000.107		SALARIES/WAGES - TEMPORARY	18,474	28,144	16,230	110,500	-
001.51.0000.108		SALARIES/WAGES - C/T TAKEN	52,182	51,431	-	55,700	-
001.51.0000.109		SALARIES/WAGES - OVERTIME	126,981	142,438	133,500	133,500	142,438
001.51.0000.202		PARS-ARS	94	123	100	100	-
001.51.0000.203		FICA	198,246	202,279	233,650	198,000	-
001.51.0000.204		RETIREMENT	1,042,639	1,003,875	1,265,435	1,209,900	191,691
001.51.0000.205		GROUP INSURANCE	644,473	658,883	756,416	634,200	1,069,262
001.51.0000.206		WORKERS' COMPENSATION	106,860	193,477	206,485	214,800	719,611
001.51.0000.208		UNIFORM ALLOWANCE	19,079	23,737	20,700	21,114	123,478
001.51.0000.299		FROZEN POSITIONS	-	-	(178,500)	(178,500)	24,000
001.51.0000.301		OFFICE EXPENSE	10,457	14,543	15,101	15,403	-
001.51.0000.302		SPECIAL DEPARTMENT EXPENSE	18,779	21,341	32,145	32,788	15,711
001.51.0000.303		SMALL TOOLS & SUPPLIES	3,401	5,216	5,965	6,084	33,444
001.51.0000.306		COMMUNICATIONS	34,909	38,247	47,695	48,649	6,206
001.51.0000.308		RENT & LEASE EXPENSE	4,755	3,180	4,270	4,355	49,622
001.51.0000.310		RECRUITMENT	16,276	43,537	30,000	30,600	4,443
001.51.0000.312		PROFESSIONAL/SPECIALIZED S	-	147,001	-	-	31,212
001.51.0000.313		OTHER CONTRACTUAL SERVICES	2,479	12,952	3,640	14,000	-
001.51.0000.315		MEMBERSHIPS & DUES	2,709	2,474	3,140	3,203	15,000
001.51.0000.316		TRAVEL/CONFERENCES/MEETING	530	846	1,235	1,260	3,267
001.51.0000.322		TRAINING & EDUCATION	60,216	63,967	71,400	72,828	1,285
001.51.0000.401		MAINT OF BLDGS/STRUCT/GRND	90	-	-	-	74,285
001.51.0000.402		MAINT & OPERATION OF EQMT	57,293	68,394	65,994	67,314	-
001.51.0000.403		MAINT & OPERATION OF VEHIC	71,287	78,346	80,365	81,972	68,660
001.51.0000.701		CONTRIBUTIONS	36,101	50,881	40,980	41,800	83,612
001.51.0000.910		OFFICE EQMT & FURNITURE	-	17,774	12,000	12,240	42,636
001.51.3580.302	SVPD CANINE UNIT	SPECIAL DEPARTMENT EXPENSE	6,153	13,075	6,000	6,120	12,485
001.51.3580.322	SVPD CANINE UNIT	TRAINING & EDUCATION	3,120	3,900	3,000	3,060	6,242
001.51.0000.110	COVID-19 EXPENDITURES	SALARIES/WAGES - COVID19	-	22,188	-	2,050	3,121
001.51.8019.303	COVID-19 EXPENDITURES	SMALL TOOLS & SUPPLIES	-	5,330	-	168	-

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
POLICE DEPARTMENT

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	REVISED				
			ACTUAL 06-30-2019	ACTUAL 06-30-2020	BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
001.51.8020.101	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - REGULAR	-	-	-	5,868	-
001.51.8020.109	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - OVERTIME	-	-	-	36,441	-
001.51.8020.203	2020 CZU AUGUST FIRES - EOC	FICA	-	-	-	3,222	-
001.51.8020.204	2020 CZU AUGUST FIRES - EOC	RETIREMENT	-	-	-	1,698	-
001.51.8020.302	2020 CZU AUGUST FIRES - EOC	SPECIAL DEPARTMENT EXPENSE	-	-	-	1,012	-
TOTALS			4,985,219	5,388,515	5,568,294	4,774,049	5,283,202

ANIMAL CONTROL

001.52.0000.313		OTHER CONTRACTUAL SERVICES	116,790	116,070	120,000	117,000	105,000
TOTALS			116,790	116,070	120,000	117,000	105,000

EMERGENCY SERVICES

001.53.0000.302		SPECIAL DEPARTMENT EXPENSE	17	-	500	-	-
001.53.0000.306		COMMUNICATIONS	1,066	1,314	1,285	1,285	1,350
001.53.0000.316		TRAVEL/CONFERENCES/MEETING	-	-	500	-	-
001.53.0000.322		TRAINING & EDUCATION	-	-	1,020	-	-
001.53.0000.701		CONTRIBUTIONS	40,728	46,826	45,000	46,000	47,000
001.53.0000.705		CONTRIBUTIONS/SOCIAL SERVI	56,571	60,774	-	-	-
001.53.8019.905	COVID-19 EXPENDITURES	MACHINERY & EQUIPMENT	-	-	-	19,665	-
TOTALS			98,382	108,914	48,305	66,950	48,350

Planning and Building Department



Overview

The Planning and Building Department plays a key role in shaping the future of urban development in the City of Scotts Valley. The Planning Department provides policy recommendations to the City Manager, Planning Commission and City Council. The Department develops guiding policies in the City's General Plan and reviews new construction through zoning, subdivision regulations, community design guidelines and review of building permits and code enforcement issues. Planning involves the complex interaction of individuals, neighborhood groups, business organizations, environmental groups, land developers and contractors.

The Building Division is responsible for overseeing all construction activities including compliance with the Building, Electrical and Plumbing Codes. The Building Division reviews proposed construction plans for conformance to code requirements and monitors construction activities on a continuing basis to ensure structural integrity and safety. The Division identifies violations and necessitates corrections. The Division also provides information, processing, issuance and administration of all building permits. Generating reports and providing data to various agencies is also an important function of the Building Division.

Staffing Summary

Position	Actual			Approved	Proposed
	2017/18	2018/19	2019/20	2020/21	2021/22
Planning					
Community Development Director	1.00	1.00	1.00	1.00	1.00
Senior Planner (1)	1.00	1.00	1.00	-	1.00
Associate Planner	1.00	1.00	1.00	1.00	1.00
Administrative Secretary III	-	-	-	-	0.25
Total Planning	3.00	3.00	3.00	2.00	3.25
Building					
Building Inspector (1)	1.00	1.00	1.00	-	-
Sr Building Inspector/ Code Enforcement Officer (1)	1.00	1.00	1.00	-	-
Sr. Building Permit Technician (1)	1.00	1.00	1.00	-	-
Building Permit Technician	-	-	-	-	1.00
Subtotal Building	3.00	3.00	3.00	-	1.00
Total FTE	6.00	6.00	6.00	2.00	4.25

(1) – The Senior Planner, Code Enforcement Officer and Sr. Building Permit

Technician positions were held vacant for FY 2020/21 in light of the fiscal impacts of the COVID-19 Pandemic.

Departmental Work Plan

Planning will continue to provide recurring land use and planning services to the general public, the department will also provide application processing for high priority economic development based projects, as guided by the community leaders. These services include: Administrative, Current Planning, Comprehensive Planning and Planning Management Support.

Building will continue to interface with the public and assist citizens with questions regarding the use of their property and administer all of the Building Permit workflow including application submittal, routing plans, tracking comments, plan checking, calculate fees, issue permits, maintain historical records, conduct construction inspections, prepare inspection reports, write notices of violations and issue certificates of occupancy.

The Department's work plan for FY 2021-22 includes the following:

- **General Plan Update** – The City's General Plan is the citizens' "blueprint" for development; the guide to achieving Scotts Valley's vision. California law requires each local government to adopt a General Plan, which must contain at least seven elements: Land Use, Transportation, Housing, Conservation, Noise, Open Space and Safety. This project will require hours of staff research, meetings and public workshops. The comprehensive modernization of the General plan is estimated to be completed by the end 2021.
- **Accessory Dwelling Units (ADU)** – Complete Policy, Code and Program Revisions. (Quality of Life)

- **Development Standards** – Complete code and program revisions to implement Objective Design Standards for Mixed-Use Developments. (Quality of Life)
- **Affordable Housing** – Consider increasing the inclusionary housing boundary. (Quality of Life)
- **Permit Tracking System** – Procure and implement a permit tracking system for Planning and Building Activities. (Operational Initiatives)
- **Development Applications in-progress** – Continue processing development applications for Oak Creek Park, Valley Gardens, and Gateway South. (Quality of Life)
- **Housing Developments in-progress** – Monitoring, building permits and inspections from Planning and Building for: The Terrace/19 town homes and Polo Ranch/40 homes. (Quality of Life)
- **Commercial buildings** – Continue work on the Target remodel, The Hangar project on Mount Hermon Road and the Cove commercial building on Scotts Valley Drive. (Business Development)

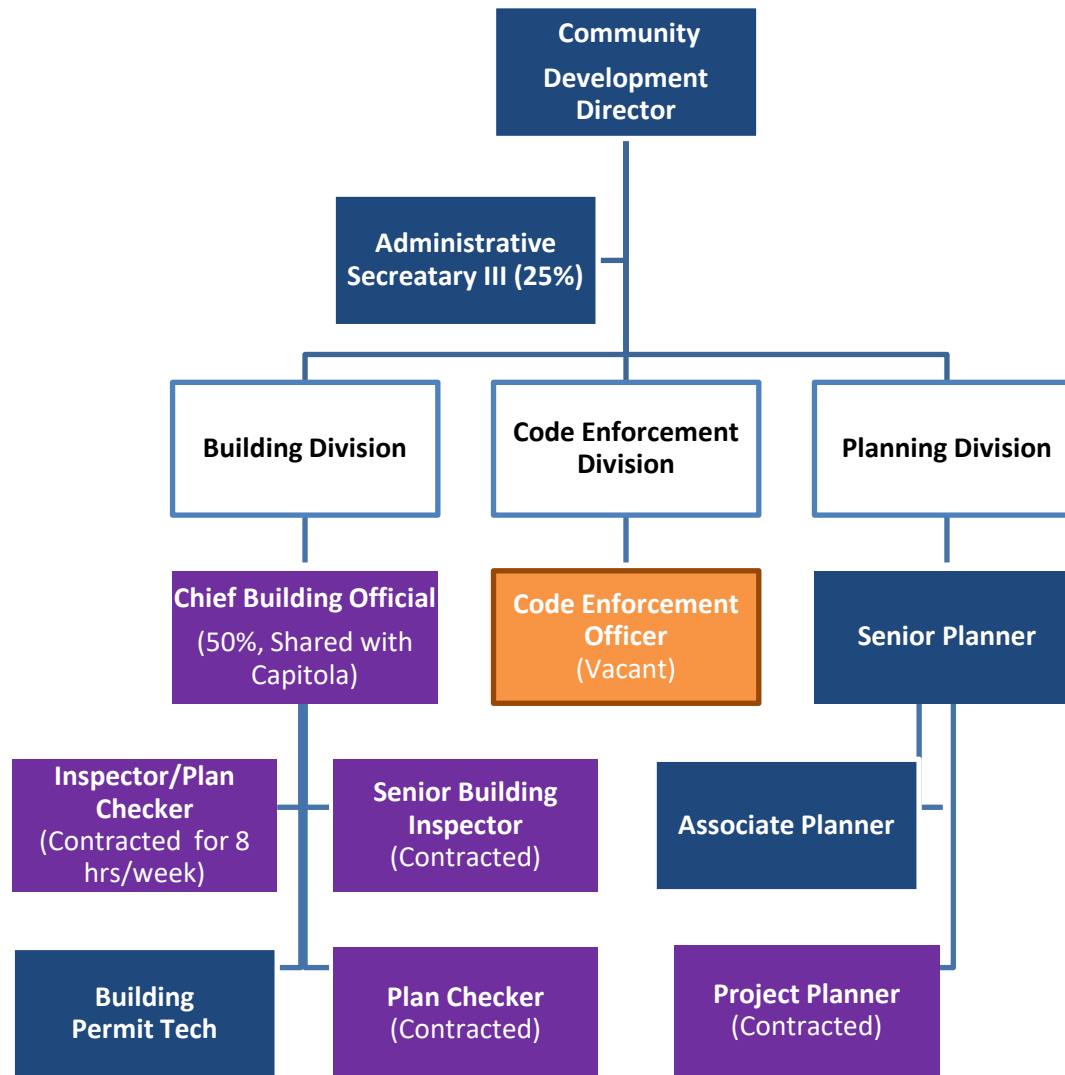
Restoration Plans from Impacts of COVID-19 Pandemic for FY 2021-22

The Senior Planner position will be restored for the FY 2021-22 budget in order to meet development demands exiting the pandemic recession. The Building Permit Technician will be a new employee position, with a corresponding reduction to contracted services resulting in no net impact on budgeted appropriations for FY 2021-22. An Administrative Secretary III position will be shared with Administration and Finance to staff

the reception desk position at City Hall and provide customer service support to the department.

Description	FY 2021-22 Costs
Senior Planner	\$153,000
Building Permit Technician (formerly contracted services)	\$ 0
Administrative Secretary III (shared with Administration and Finance)	\$37,000

Community Development Department



CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
COMMUNITY DEVELOPMENT

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED	PROJECTED FY 2020/21	REQUEST FY 2021/22	
					BUDGET FY 2020/21			
PLANNING								
001.61.0000.101	COVID-19 EXPENDITURES	SALARIES/WAGES - REGULAR	197,514	187,684	349,334	349,334	378,834	
001.61.0000.102		SALARIES/WAGES - HOLIDAY	14,518	13,791	-	-	-	
001.61.0000.103		SALARIES/WAGES - SICK LEAV	8,216	3,163	-	-	-	
001.61.0000.104		SALARIES/WAGES - VACATION	34,047	24,428	-	-	5,021	
001.61.0000.107		SALARIES/WAGES - TEMPORARY	12,627	6,667	10,000	10,000	-	
001.61.0000.108		SALARIES/WAGES - C/T TAKEN	8,831	7,107	-	-	-	
001.61.0000.109		SALARIES/WAGES - OVERTIME	1,258	-	-	-	-	
001.61.0000.110		SALARIES/WAGES - COVID19	-	14,017	-	20,362	-	
001.61.0000.203		FICA	19,737	17,907	20,362	20,362	25,778	
001.61.0000.204		RETIREMENT	104,523	97,299	111,939	111,939	152,572	
001.61.0000.205		GROUP INSURANCE	73,370	67,842	112,474	112,474	120,094	
001.61.0000.206		WORKERS' COMPENSATION	2,980	3,539	11,409	10,170	18,422	
001.61.0000.208		UNIFORM ALLOWANCE	-	-	250	250	-	
001.61.0000.299		FROZEN POSITIONS	-	-	(148,988)	(148,988)	-	
001.61.0000.301		OFFICE EXPENSE	2,415	1,747	2,000	2,000	4,000	
001.61.0000.302		SPECIAL DEPARTMENT EXPENSE	918	892	3,750	3,750	5,000	
001.61.0000.303		SMALL TOOLS & SUPPLIES	-	-	175	175	500	
001.61.0000.310		RECRUITMENT	175	902	-	3,000	3,000	
001.61.0000.312		PROFESSIONAL/SPECIALIZED S	103,068	202,729	200,000	125,610	200,000	
001.61.0000.313		OTHER CONTRACTUAL SERVICES	2,500	-	4,000	-	5,000	
001.61.0000.315		MEMBERSHIPS & DUES	2,029	647	2,500	400	2,500	
001.61.0000.316		TRAVEL/CONFERENCES/MEETING	4,818	1,862	5,000	-	6,000	
001.61.0000.322		TRAINING & EDUCATION	2,392	3,004	6,000	-	6,000	
001.61.0000.402		MAINT & OPERATION OF EQMT	-	-	250	-	250	
001.61.0000.403		MAINT & OPERATION OF VEHIC	213	134	400	-	400	
001.61.0000.910		OFFICE EQMT & FURNITURE	-	-	1,000	-	4,000	
001.61.8019.303		COVID-19 EXPENDITURES	SMALL TOOLS & SUPPLIES	-	1,087	-	3,150	-
001.61.8021.101		CZU 2020 AUGUST FIRES - DAC	SALARIES/WAGES - REGULAR	-	-	-	1,983	-
001.61.8021.203	CZU 2020 AUGUST FIRES - DAC	FICA	-	-	-	152	-	
001.61.8021.204	CZU 2020 AUGUST FIRES - DAC	RETIREMENT	-	-	-	245	-	
TOTALS			596,150	656,448	691,855	626,368	937,371	

BUILDING

001.62.0000.101	SALARIES/WAGES - REGULAR	-	-	222,193	-	58,696
-----------------	--------------------------	---	---	---------	---	--------

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
COMMUNITY DEVELOPMENT

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	REVISED				
			ACTUAL 06-30-2019	ACTUAL 06-30-2020	BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
001.62.0000.107		SALARIES/WAGES - TEMPORARY	-	-	7,200	-	-
001.62.0000.203		FICA	-	-	17,549	-	4,490
001.62.0000.204		RETIREMENT	4,013	-	48,676	-	4,819
001.62.0000.205		GROUP INSURANCE	-	-	112,096	-	39,465
001.62.0000.206		WORKERS' COMPENSATION	2,980	3,539	3,803	-	2,854
001.62.0000.299		FROZEN POSITIONS	-	-	(376,217)	-	-
001.62.0000.301		OFFICE EXPENSE	2,215	1,655	2,000	1,500	2,000
001.62.0000.302		SPECIAL DEPARTMENT EXPENSE	1,237	69	500	500	500
001.62.0000.303		SMALL TOOLS & SUPPLIES	308	162	500	-	500
001.62.0000.306		COMMUNICATIONS	64	193	500	670	500
001.62.0000.310		RECRUITMENT	-	46	-	-	-
001.62.0000.312		PROFESSIONAL/SPECIALIZED S	486,177	486,730	500,000	500,000	390,000
001.62.0000.313		OTHER CONTRACTUAL SERVICES	9,737	-	-	-	-
001.62.0000.315		MEMBERSHIPS & DUES	135	-	-	-	-
001.62.0000.403		MAINT & OPERATION OF VEHIC	-	437	1,000	-	1,000
001.62.8019.303	COVID-19 EXPENDITURES	SMALL TOOLS & SUPPLIES	-	544	-	700	-
TOTALS			506,865	493,375	539,800	503,370	504,824

Public Works Department



Overview

The Public Works Department oversees planning, design, construction, maintenance, repairs and operation services for City infrastructure. The department is also responsible for City cleanliness and manages the Solid Waste/Recycling Collection and Disposal Program. The department is represented by a professional, semi-professional and licensed disciplines working in Engineering, Maintenance, Parks and Recreation, and Wastewater Divisions.

The **Engineering Division** oversees and supports the planning, design, construction and inspection of improvements for all public works infrastructure projects including streets, storm facilities, curbs, gutters, sidewalks, landscaping, lighting and traffic control systems constructed within the City as part of the capital improvement program (CIP) or new development. The Division also provides ancillary support to other Departments through private development plan review.

The **Maintenance Division** is responsible for 35 miles of public streets, parking lots, storm drain systems, sidewalks, signage, striping, and street sweeping services. Maintaining and renovating Police, City Hall, Community Center, Senior Center

and Recreation Buildings. Performing all park maintenance and operations activities for the City's park system.

The **Wastewater Division** operates and maintains over 40 miles of sewer main pipeline, seven (7) sewer lift stations, a laboratory, the 1.5 million gallon per day Scotts Valley Water Reclamation Facility (WRF) and monitors the Source Control Program.

The **Parks and Recreation Division** is comprised of five developed parks, eight athletic fields, six children's play areas, and one off-leash area. Other facilities include tennis courts, bocce courts, swimming pool, community center, senior center, open space and hiking trails. The Covid-19 pandemic has disrupted and forced the division to cancel all Recreation Activities until further notice due to restrictions from the State and County Public Health Agencies.

The Parks and Recreation Division is a self-supporting fee based program. Due to the cancellation of the school aged recreation programs and loss of rental revenues, the Division has been forced to lay off the majority of personnel. The ability to re-open and commence activities is based on the County Health Officials direction under the current COVID-19 pandemic.

Staffing Summary

Position	Actual			Amended	Proposed
	2017/18	2018/19	2019/20	2020/21	2021/22
Public Works Director/City Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer	1.00	1.00	1.00	1.00	-
Administrative Secretary II	1.00	1.00	1.00	1.00	1.00
Engineering Technician/Associate	1.00	1.00	1.00	1.00	2.00
Maintenance Division Manager	-	-	-	-	-
Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Maintenance Worker III	2.00	2.00	2.00	2.00	1.00
Maintenance Worker II	1.00	1.00	1.00	1.00	2.00
Maintenance Worker I	1.00	1.00	1.00	1.00	1.00
Laborer	0.50	0.50	0.50	1.00	1.00
Chief Mechanic	1.00	1.00	1.00	1.00	-
Wastewater and Environmental Program Manager/Director	-	-	-	-	-
Wastewater Division Manager	1.00	1.00	1.00	1.00	1.00
Wastewater Lab Compliance Manager	1.00	1.00	1.00	1.00	1.00
Senior Wastewater Plant Operator	1.00	1.00	1.00	1.00	1.00
Wastewater Plant Operator II	2.00	2.00	2.00	2.00	-
Wastewater Plant Operator I/OITs	1.00	1.00	1.00	2.00	4.00
Accounting Assistant	0.15	0.15	0.15	0.15	0.15
Total FTE	16.65	16.65	16.65	17.15	17.15

Note: See Parks and Recreation section for staffing summary

Departmental Workplan

The mission of the Public Works Department is to continually provide effective and efficient essential services to the public.

This includes environmentally sound wastewater collection and treatment, storm water management, and accessible well managed streets, parks, and public facilities.

These typical recurring activities are assumed in the baseline activities of the department:

- Issue Public Works permits and inspection services
- Complete plan reviews
- Manage Capital Improvement Projects
- Participate in various regional committees
- Complete tasks to comply with the NPDES Phase II permit
- Manage City's Solid Waste/Recycling Franchise Agreement (2010-2022) with Green Waste Recovery and amend as needed to meet state mandates
- Monitor, inspect and service the City Collection System
- Monitor WRF operation to meet all regulatory monitoring and reporting requirements
- Complete work orders to repair potholes, clear storm drains, trim and remove street trees, replace signage, replace concrete, asphalt paving, weed abatement, and striping
- Complete work orders to repair irrigation, mark lines for sports programs, field repair, playground repair, and general park maintenance

FY 2020/21 was an incredibly demanding year for the Public Works Department. For much of the year, staff shifted from day-to-day operations and project work to emergency response to a succession of emergencies and disasters. The Department's staff managed the on-the-ground response for a number of Public Safety Power Shut-Off events, which require traffic light management, power generator upkeep and assistance to the Police Department with public safety situations. The CZU

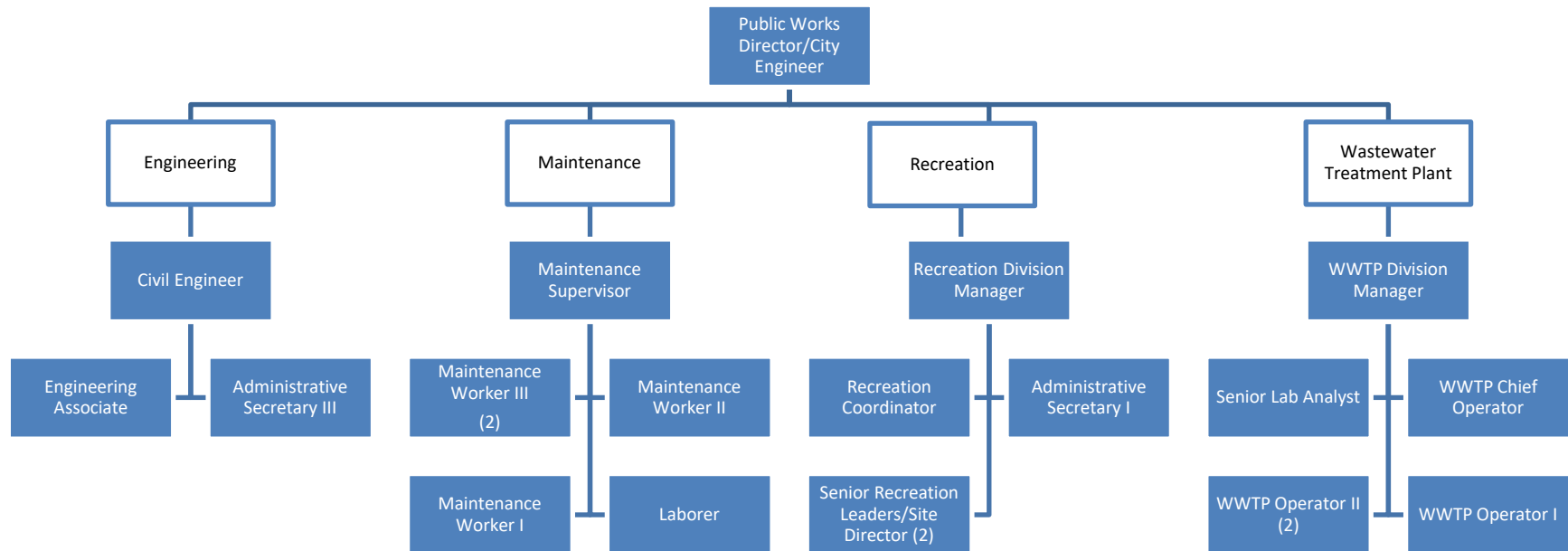
Lightning Complex Fire CalFire BaseCamp, based in Skypark from mid-August to mid-September 2020, required the focused attention of the entire department to aid and assist the functioning of the 20,000+ member firefighting camp. The Department was called to action to prepare and respond to a series of atmospheric river storms, which threatened to unleash severe mudstorms in the CZU Fire burn scar and had ripple effects in Scotts Valley. The backdrop through all of this was the COVID-19 pandemic and the disruptions it created in the Department's normal functioning. All in all, it was a year where crisis response and supporting the safety of our community was paramount causing a delay or deferral in several projects scheduled for the year.

With the pandemic reaching an end, the Department intends to resume a robust project schedule this year. The Public Works Department Capital Improvement Program for FY 2021-22 includes the following highlights:

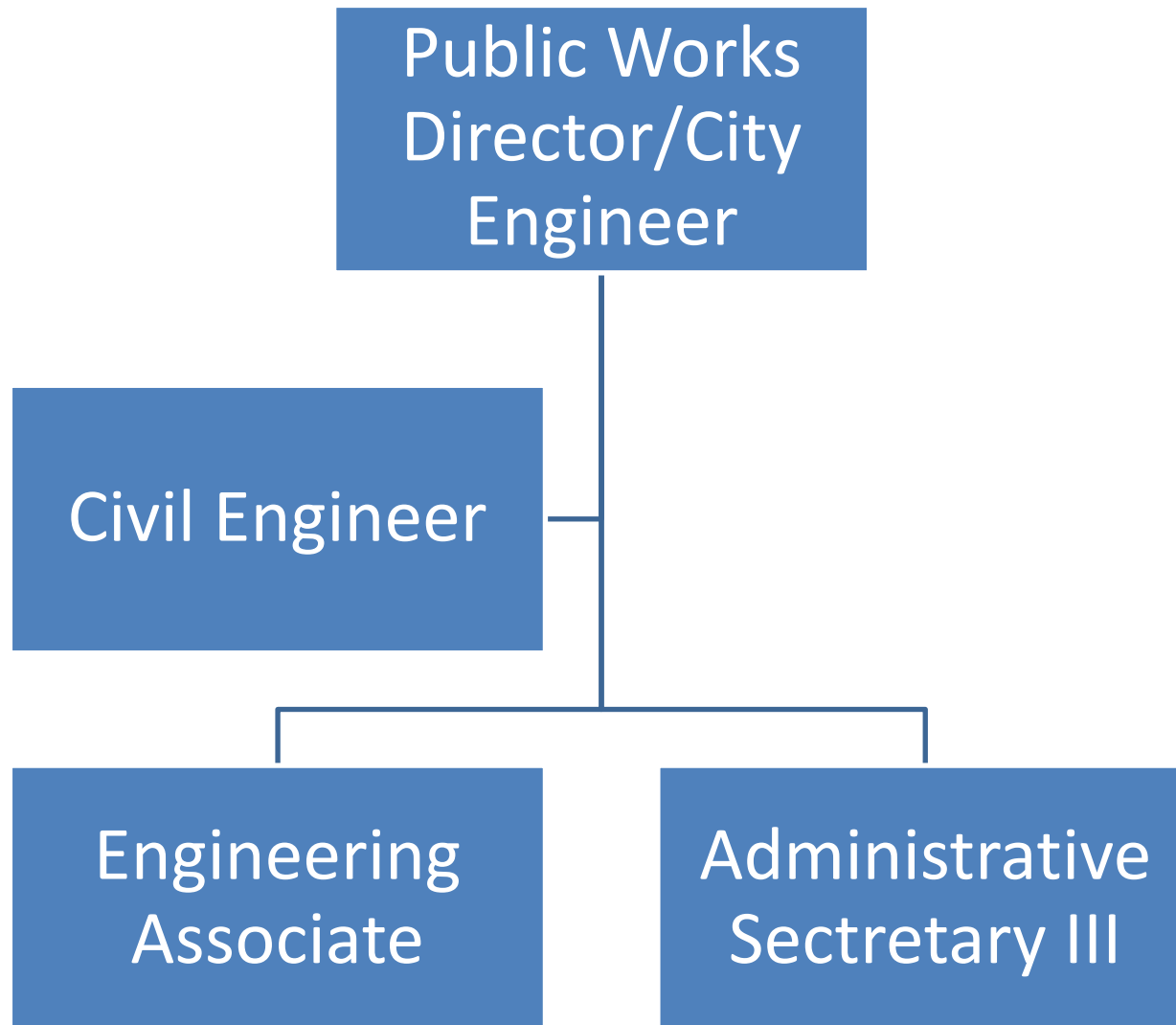
- **Wastewater Reclamation Facility Improvements** – The City's wastewater treatment facility is nearly 25 years old with a significant backlog of deferred maintenance and replacement. Similarly, the collection system, which collects and delivers wastewater from residences and businesses across the City is aged and in need of significant investment. FY 2021/22 will mark the first in five year of substantial investments in this critical utility, funded by a series of wastewater rates, provided they are approved in June 2021. *Goal/Priority: Maintain Quality of Life for Residents.*
- **Library Facility Improvements** – This project consists of major improvements to the Scotts Valley branch. Improvements include seismic upgrades, roof overall and HVAC replacement and improvements to the interior and exterior of the building. Improvements are funded through Measure S funds. *Goal/Priority: Maintain Quality of Life for Residents*

- **Skypark Fields Restoration** – While not detailed in the CIP list as a project given its timeline for completion summer 2021, repairing the turf and irrigation system damage from the CZU Basecamp is a top City priority. The fields are unsafe due to compaction from heavy equipment traversing the field causing depressions and large pitting. The irrigation systems are cracked and leaking. Staff are working quickly to design repairs and return the fields back to community use. *Goal/Priority: Maintain Quality of Life for Residents.*

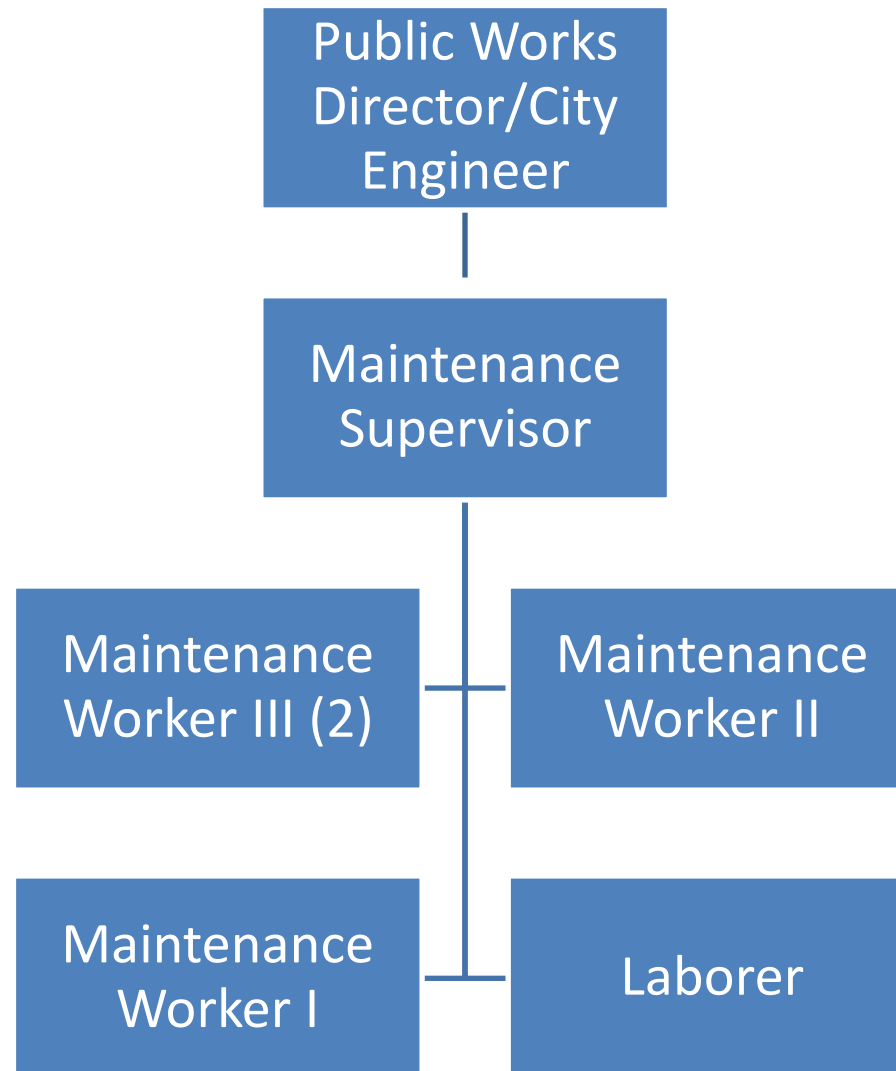
Public Works Department



Public Works - Engineering



Public Works - Maintenance



CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
PUBLIC WORKS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED	PROJECTED FY 2020/21	REQUEST FY 2021/22
					BUDGET FY 2020/21		
ENGINEERING							
001.71.0000.101		SALARIES/WAGES - REGULAR	239,970	226,009	345,449	345,449	298,881
001.71.0000.102		SALARIES/WAGES - HOLIDAY	14,916	17,458	-	-	-
001.71.0000.103		SALARIES/WAGES - SICK LEAV	3,565	5,680	-	-	-
001.71.0000.104		SALARIES/WAGES - VACATION	15,976	8,375	-	-	-
001.71.0000.107		SALARIES/WAGES - TEMPORARY	-	19,130	-	-	-
001.71.0000.108		SALARIES/WAGES - C/T TAKEN	4,085	3,743	-	-	-
001.71.0000.109		SALARIES/WAGES - OVERTIME	-	123	-	-	-
001.71.0000.110	COVID-19 EXPENDITURES	SALARIES/WAGES - COVID19	-	26,246	-	-	-
001.71.0000.203		FICA	20,600	19,724	26,427	26,427	22,864
001.71.0000.204		RETIREMENT	60,245	89,927	95,023	95,023	130,160
001.71.0000.205		GROUP INSURANCE	75,393	88,412	89,597	89,597	92,007
001.71.0000.206		WORKERS' COMPENSATION	3,080	3,646	11,789	11,789	14,534
001.71.0000.208		UNIFORM ALLOWANCE	1,457	791	2,000	2,000	-
001.71.0000.210		SUPPLEMENTAL SERVICES	-	24	-	-	-
001.71.0000.301		OFFICE EXPENSE	2,603	3,156	5,000	2,610	5,000
001.71.0000.302		SPECIAL DEPARTMENT EXPENSE	40	-	-	-	-
001.71.0000.303		SMALL TOOLS & SUPPLIES	926	1,148	1,000	250	1,000
001.71.0000.306		COMMUNICATIONS	4,698	8,611	7,500	12,920	9,000
001.71.0000.310		RECRUITMENT	464	74	500	-	500
001.71.0000.313		OTHER CONTRACTUAL SERVICES	126,891	104,869	100,000	37,630	200,000
001.71.0000.315		MEMBERSHIPS & DUES	248	115	1,000	400	1,000
001.71.0000.316		TRAVEL/CONFERENCES/MEETING	1,973	1,138	3,500	300	3,000
001.71.0000.322		TRAINING & EDUCATION	2,230	5,031	5,000	2,200	5,000
001.71.0000.349		MISCELLANEOUS	4,038	-	-	-	-
001.71.0000.401		MAINT OF BLDGS/STRUCT/GRND	57	2,163	2,000	110	2,000
001.71.0000.402		MAINT & OPERATION OF EQMT	11,242	9,976	10,000	3,570	10,000
001.71.0000.403		MAINT & OPERATION OF VEHIC	3,368	3,192	5,000	2,660	5,000
001.71.0000.905		MACHINERY & EQUIPMENT	-	282	2,500	-	2,500
001.71.0000.910		OFFICE EQMT & FURNITURE	-	7,421	3,000	110	3,000
001.71.8019.303	COVID-19 EXPENDITURES	SMALL TOOLS & SUPPLIES	-	1,087	-	2,450	-
001.71.8020.101	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - REGULAR	-	-	-	5,594	-
001.71.8020.203	2020 CZU AUGUST FIRES - EOC	FICA	-	-	-	421	-
001.71.8020.204	2020 CZU AUGUST FIRES - EOC	RETIREMENT	-	-	-	462	-
001.71.8020.303	2020 CZU AUGUST FIRES - EOC	SMALL TOOLS & SUPPLIES	-	-	-	327	-
001.71.8021.101	CZU 2020 AUGUST FIRES - DAC	SALARIES/WAGES - REGULAR	-	-	-	2,238	-

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
PUBLIC WORKS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	REVISED			PROJECTED FY 2020/21	REQUEST FY 2021/22
			ACTUAL 06-30-2019	ACTUAL 06-30-2020	BUDGET FY 2020/21		
001.71.8021.101	CZU 2020 AUGUST FIRES - DAC	SALARIES/WAGES - REGULAR	-	-	-	2,238	-
001.71.8021.203	CZU 2020 AUGUST FIRES - DAC	FICA	-	-	-	169	-
001.71.8021.204	CZU 2020 AUGUST FIRES - DAC	RETIREMENT	-	-	-	185	-
TOTALS			598,064	657,553	716,285	647,129	805,446

STREETS

001.72.0000.101	COVID-19 EXPENDITURES	SALARIES/WAGES - REGULAR	92,089	83,683	167,844	167,844	49,745
001.72.0000.102		SALARIES/WAGES - HOLIDAY	6,303	5,940	-	-	-
001.72.0000.103		SALARIES/WAGES - SICK LEAV	11,052	4,564	-	-	-
001.72.0000.104		SALARIES/WAGES - VACATION	14,035	2,806	-	-	-
001.72.0000.107		SALARIES/WAGES - TEMPORARY	4,199	1,430	-	-	-
001.72.0000.108		SALARIES/WAGES - C/T TAKEN	2,014	180	-	-	-
001.72.0000.109		SALARIES/WAGES - OVERTIME	12,681	16,395	15,000	15,000	-
001.72.0000.110		SALARIES/WAGES - COVID19	-	3,694	-	-	-
001.72.0000.203		FICA	10,381	8,840	13,663	13,663	4,393
001.72.0000.204		RETIREMENT	39,143	42,107	46,100	46,100	4,667
001.72.0000.205		GROUP INSURANCE	50,349	43,371	63,257	63,257	20,671
001.72.0000.206		WORKERS' COMPENSATION	9,145	10,862	13,747	13,747	2,419
001.72.0000.208		UNIFORM ALLOWANCE	1,914	5,031	5,000	5,000	7,680
001.72.0000.210		SUPPLEMENTAL SERVICES	9,924	14,615	15,000	19,840	20,000
001.72.0000.302		SPECIAL DEPARTMENT EXPENSE	1,247	403	1,000	-	1,000
001.72.0000.303		SMALL TOOLS & SUPPLIES	2,074	3,701	3,500	1,340	3,500
001.72.0000.306		COMMUNICATIONS	1,196	826	1,200	590	1,000
001.72.0000.308		RENT & LEASE EXPENSE	-	-	-	-	25,000
001.72.0000.310		RECRUITMENT	48	229	-	1,120	1,200
001.72.0000.313		OTHER CONTRACTUAL SERVICES	41,576	27,137	25,000	52,770	40,000
001.72.0000.315		MEMBERSHIPS & DUES	45	1,500	1,000	-	1,000
001.72.0000.316		TRAVEL/CONFERENCES/MEETING	-	-	300	-	500
001.72.0000.322		TRAINING & EDUCATION	-	-	1,000	350	1,000
001.72.0000.327		POWER UTILITIES	47,461	53,147	45,000	45,400	45,000
001.72.0000.349		MISCELLANEOUS	-	1,250	-	-	-
001.72.0000.401		MAINT OF BLDGS/STRUCT/GRND	14,360	3,949	15,000	10,460	15,000
001.72.0000.402		MAINT & OPERATION OF EQMT	1,944	3,408	5,000	700	5,000
001.72.0000.403		MAINT & OPERATION OF VEHIC	7,827	2,077	10,000	2,990	15,000
001.72.0000.404		ROAD MAINTENANCE MATERIALS	11,397	28,565	50,000	7,350	50,000

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
PUBLIC WORKS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	REVISED				
			ACTUAL 06-30-2019	ACTUAL 06-30-2020	BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
001.72.8020.101	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - REGULAR	-	-	-	79	-
001.72.8020.107	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - TEMPORARY	-	-	-	1,020	-
001.72.8020.109	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - OVERTIME	-	-	-	322	-
001.72.8020.203	2020 CZU AUGUST FIRES - EOC	FICA	-	-	-	26	-
001.72.8020.204	2020 CZU AUGUST FIRES - EOC	RETIREMENT	-	-	-	6	-
TOTALS			392,403	369,709	497,611	468,974	313,775

VEHICLE MAINTENANCE

001.73.0000.101	SALARIES/WAGES - REGULAR	17,782	-	74,189	-	5,976
001.73.0000.102	SALARIES/WAGES - HOLIDAY	965	-	-	-	-
001.73.0000.103	SALARIES/WAGES - SICK LEAV	3,149	-	-	-	-
001.73.0000.104	SALARIES/WAGES - VACATION	2,336	-	-	-	-
001.73.0000.108	SALARIES/WAGES - C/T TAKEN	809	-	-	-	-
001.73.0000.109	SALARIES/WAGES - OVERTIME	547	-	1,000	-	-
001.73.0000.203	FICA	1,850	-	5,752	-	531
001.73.0000.204	RETIREMENT	15,671	5,957	21,976	-	563
001.73.0000.205	GROUP INSURANCE	26,516	738	32,778	375	310
001.73.0000.206	WORKERS' COMPENSATION	38,058	-	4,183	-	291
001.73.0000.208	UNIFORM ALLOWANCE	1,044	-	-	-	960
001.73.0000.210	SUPPLEMENTAL SERVICES	-	71	-	-	-
001.73.0000.299	FROZEN POSITIONS	-	-	(105,840)	-	-
001.73.0000.303	SMALL TOOLS & SUPPLIES	534	414	500	-	500
001.73.0000.306	COMMUNICATIONS	477	488	-	470	-
001.73.0000.308	RENT & LEASE EXPENSE	37	-	-	-	105,840
001.73.0000.310	RECRUITMENT	32	-	-	-	-
001.73.0000.401	MAINT OF BLDGS/STRUCT/GRND	926	154	500	-	2,000
001.73.0000.402	MAINT & OPERATION OF EQMT	45	5,733	5,000	-	5,000
001.73.0000.403	MAINT & OPERATION OF VEHIC	1,606	8,104	5,000	9,760	5,000
TOTALS		112,384	21,658	45,038	10,605	126,971

PARKS MAINTENANCE

001.75.0000.101	SALARIES/WAGES - REGULAR	66,324	73,441	114,693	114,693	202,535
001.75.0000.102	SALARIES/WAGES - HOLIDAY	4,155	5,518	-	-	-
001.75.0000.103	SALARIES/WAGES - SICK LEAV	9,378	3,183	-	-	-

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
PUBLIC WORKS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED		
					BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
001.75.0000.104		SALARIES/WAGES - VACATION	6,336	1,999	-	-	-
001.75.0000.107		SALARIES/WAGES - TEMPORARY	14,078	-	-	-	-
001.75.0000.108		SALARIES/WAGES - C/T TAKEN	625	23	-	-	-
001.75.0000.109		SALARIES/WAGES - OVERTIME	4,654	8,049	6,000	6,000	-
001.75.0000.203		FICA	7,151	7,434	9,233	9,233	-
001.75.0000.204		RETIREMENT	19,906	30,172	31,435	31,435	18,285
001.75.0000.205		GROUP INSURANCE	31,350	16,891	28,083	28,083	44,292
001.75.0000.206		WORKERS' COMPENSATION	5,160	6,123	4,944	4,944	79,493
001.75.0000.208		UNIFORM ALLOWANCE	1,198	510	2,800	2,800	9,849
001.75.0000.210		SUPPLEMENTAL SERVICES	10,200	10,261	10,000	1,380	36,480
001.75.0000.301		OFFICE EXPENSE	59	-	-	500	10,000
001.75.0000.302		SPECIAL DEPARTMENT EXPENSE	849	296	400	680	250
001.75.0000.303		SMALL TOOLS & SUPPLIES	3,054	2,521	2,500	20,670	400
001.75.0000.305		ADVERTISING	-	18	-	-	4,000
001.75.0000.306		COMMUNICATIONS	1,673	3,088	2,500	1,920	-
001.75.0000.308		RENT & LEASE EXPENSE	2,049	4,094	2,000	4,400	1,500
001.75.0000.310		RECRUITMENT	33	542	-	150	2,000
001.75.0000.313		OTHER CONTRACTUAL SERVICES	-	1,850	2,000	-	250
001.75.0000.315		MEMBERSHIPS & DUES	45	-	-	-	2,000
001.75.0000.322		TRAINING & EDUCATION	-	-	-	480	500
001.75.0000.327		POWER UTILITIES	22,277	22,560	30,000	11,280	500
001.75.0000.328		WATER UTILITIES	33,645	47,050	50,000	31,620	2,500
001.75.0000.401		MAINT OF BLDGS/STRUCT/GRND	28,179	18,634	30,000	10,880	50,000
001.75.0000.402		MAINT & OPERATION OF EQMT	5,873	111	5,000	6,640	30,000
001.75.0000.403		MAINT & OPERATION OF VEHIC	3,404	5,036	5,000	5,420	5,000
001.75.0000.505		MACHINERY & EQMT - DEPT	1,997	-	-	-	5,000
001.75.0000.904		IMPROVEMENTS O/T BLDGS-OTH	-	35,431	-	690	5,000
001.75.7799.101	SKYPARK DISTRICT MAINTENANCE	SALARIES/WAGES - REGULAR	197	-	-	-	5,000
001.75.7799.203	SKYPARK DISTRICT MAINTENANCE	FICA	15	-	-	-	-
001.75.7799.204	SKYPARK DISTRICT MAINTENANCE	RETIREMENT	13	-	-	-	-
001.75.0000.110	COVID-19 EXPENDITURES	SALARIES/WAGES - COVID19	-	3,751	-	-	-
001.75.8019.303	COVID-19 EXPENDITURES	SMALL TOOLS & SUPPLIES	-	1,335	-	-	-
001.75.8020.101	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - REGULAR	-	-	-	1,217	-
001.75.8020.107	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - TEMPORARY	-	-	-	1,436	-
001.75.8020.109	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - OVERTIME	-	-	-	417	-
001.75.8020.203	2020 CZU AUGUST FIRES - EOC	FICA	-	-	-	146	-

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
PUBLIC WORKS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	REVISED				
			ACTUAL 06-30-2019	ACTUAL 06-30-2020	BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
001.75.8020.204	2020 CZU AUGUST FIRES - EOC	RETIREMENT	-	-	-	139	-
001.75.8020.303	2020 CZU AUGUST FIRES - EOC	SMALL TOOLS & SUPPLIES	-	-	-	1,269	-
001.75.8020.401	2020 CZU AUGUST FIRES - EOC	MAINT OF BLDGS/STRUCT/GRND	-	-	-	188	-
TOTALS			283,878	309,920	336,588	298,709	514,834

BUILDING MAINTENANCE

001.76.0000.101		SALARIES/WAGES - REGULAR	63,823	33,432	91,503	35,000	37,873
001.76.0000.102		SALARIES/WAGES - HOLIDAY	4,298	2,896	-	1,000	-
001.76.0000.103		SALARIES/WAGES - SICK LEAV	9,688	2,639	-	1,000	-
001.76.0000.104		SALARIES/WAGES - VACATION	9,740	3,247	-	1,100	-
001.76.0000.107		SALARIES/WAGES - TEMPORARY	-	-	-	20,500	-
001.76.0000.108		SALARIES/WAGES - C/T TAKEN	1,159	898	-	-	-
001.76.0000.109		SALARIES/WAGES - OVERTIME	3,792	2,765	3,500	-	-
001.76.0000.110	COVID-19 EXPENDITURES	SALARIES/WAGES - COVID19	-	830	-	-	-
001.76.0000.203		FICA	6,900	3,430	7,268	1,000	3,118
001.76.0000.204		RETIREMENT	15,617	24,700	26,070	15,600	12,046
001.76.0000.205		GROUP INSURANCE	33,583	25,834	66,747	14,100	16,704
001.76.0000.206		WORKERS' COMPENSATION	6,760	8,019	6,845	3,700	1,842
001.76.0000.208		UNIFORM ALLOWANCE	1,982	231	2,000	500	2,880
001.76.0000.301		OFFICE EXPENSE	59	-	100	-	100
001.76.0000.302		SPECIAL DEPARTMENT EXPENSE	135	-	200	-	200
001.76.0000.303		SMALL TOOLS & SUPPLIES	1,141	1,279	2,000	2,280	2,000
001.76.0000.306		COMMUNICATIONS	240	420	500	-	400
001.76.0000.310		RECRUITMENT	-	-	-	100	-
001.76.0000.313		OTHER CONTRACTUAL SERVICES	15,977	18,387	15,000	1,560	20,000
001.76.0000.327		POWER UTILITIES	47,591	47,213	45,000	36,740	45,000
001.76.0000.328		WATER UTILITIES	2,919	3,354	4,000	3,490	4,000
001.76.0000.401		MAINT OF BLDGS/STRUCT/GRND	21,674	23,329	20,000	17,910	50,000
001.76.0000.402		MAINT & OPERATION OF EQMT	187	472	10,000	-	10,000
001.76.0000.403		MAINT & OPERATION OF VEHIC	6,343	2,582	5,000	190	5,000
001.76.4650.306	SCOTTS VALLEY LIBRARY	COMMUNICATIONS	490	501	400	490	500
001.76.4650.327	SCOTTS VALLEY LIBRARY	POWER UTILITIES	316	447	2,000	790	800
001.76.4650.328	SCOTTS VALLEY LIBRARY	WATER UTILITIES	560	1,336	600	420	2,600
001.76.4650.349	SCOTTS VALLEY LIBRARY	MISCELLANEOUS	-	-	1,000	-	-
001.76.4650.401	SCOTTS VALLEY LIBRARY	MAINT OF BLDGS/STRUCT/GRND	-	-	-	410	500

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
PUBLIC WORKS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	REVISED				
			ACTUAL 06-30-2019	ACTUAL 06-30-2020	BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
001.76.8020.101	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - REGULAR	-	-	-	288	-
001.76.8020.107	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - TEMPORARY	-	-	-	367	-
001.76.8020.203	2020 CZU AUGUST FIRES - EOC	FICA	-	-	-	23	-
001.76.8020.204	2020 CZU AUGUST FIRES - EOC	RETIREMENT	-	-	-	36	-
TOTALS			254,975	208,240	309,733	158,593	215,563

General Fund Non-Departmental Funds

The General Fund incurs some expenditures that do not relate to any specific department. These costs are included two areas as listed below..

General Fund – General Government Division (#001, Division 43)

This cost center includes various expenditures such as debt service and regulatory compliance related to general obligation certificates of participation, funding other post-employment benefit obligations into an irrevocable trust, contributions to such agencies as the Scotts Valley Fire District Hazardous Materials program and the Santa Cruz Local Agency Formation Commission, and the City's membership in the League of California Cities.

Expenditures related to risk management efforts (e.g., liability and property insurance) are included in the Administrative Services Department under the Risk Management division (General Fund Division #48).

Expenditures related to workers compensation are allocated to each operating department based upon total personnel and risk-rating factors assigned to each employee based on classification.

General Equipment Replacement Reserve (#006)

The City established this reserve fund for the purchase of equipment that is general in nature and does not relate to any one specific department. This fund is included as a subset of the General Fund. The CIP plan for FY 2021-22 includes \$300,000 appropriated from this fund for the replacement of the HVAC equipment at City Hall and Police Department.

This page intentionally left blank.

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND
GENERAL GOVERNMENT

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
001.43.0000.203		FICA	230	1,377	2,000	2,000	-
001.43.0000.205		GROUP INSURANCE	360,446	420,398	500,000	500,000	480,000
001.43.0000.207		UNEMPLOYMENT INSURANCE	(52)	-	-	-	-
001.43.0000.210		SUPPLEMENTAL SERVICES	600	250	600	1,600	-
001.43.0000.212		OPEB TRUST SET-ASIDE	-	-	-	-	75,000
001.43.0000.301		OFFICE EXPENSE	3,807	4,127	3,000	2,600	-
001.43.0000.303		SMALL TOOLS & SUPPLIES	1,859	1,550	1,200	1,200	1,500
001.43.0000.306		COMMUNICATIONS	12,680	13,542	13,000	13,000	13,000
001.43.0000.310		RECRUITMENT	3,000	18,000	3,000	36,000	-
001.43.0000.312		PROFESSIONAL/SPECIALIZED S	48,564	45,228	50,000	50,000	50,000
001.43.0000.313		OTHER CONTRACTUAL SERVICES	23,119	24,462	25,000	25,000	25,000
001.43.0000.315		MEMBERSHIPS & DUES	14,656	14,990	14,500	14,500	14,500
001.43.0000.316		TRAVEL/CONFERENCES/MEETING	11,602	4,237	5,000	-	5,000
001.43.0000.322		TRAINING & EDUCATION	60	-	-	-	5,000
001.43.0000.349		MISCELLANEOUS	4,300	9,482	3,500	1,500	3,500
001.43.0000.401		MAINT OF BLDGS/STRUCT/GRND	-	8	-	-	-
001.43.0000.402		MAINT & OPERATION OF EQMT	10,985	8,794	10,500	10,500	10,500
001.43.0000.403		MAINT & OPERATION OF VEHIC	-	-	-	-	-
001.43.0000.701		CONTRIBUTIONS	19,185	14,916	15,000	15,000	15,000
001.43.0000.801		RETIREMENT OF PRINCIPAL	290,000	515,000	455,000	450,000	480,000
001.43.0000.802		INTEREST EXPENSE	251,158	180,130	267,328	262,527	252,325
001.43.0000.803		ISSUANCE COSTS	-	275,344	-	-	-
001.43.0000.804		PAYMENT TO BOND ESCROW	-	9,639,285	-	-	-
001.43.8019.303	COVID-19 EXPENDITURES	SMALL TOOLS & SUPPLIES	-	-	-	2,943	-
001.43.8019.349	COVID-19 EXPENDITURES	MISCELLANEOUS	-	360	-	-	-
TOTALS			1,056,199	11,191,479	1,368,628	1,388,370	1,430,325

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL FUND - EQUIPMENT REPLACEMENT RESERVE
EQUIPMENT REPLACEMENT

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET	PROJECTED	REQUEST
					FY 2020/21	FY 2020/21	FY 2021/22
006.90.0000.301		OFFICE EXPENSE	1,523	1,414	2,000	2,000	-
006.90.0000.905		MACHINERY & EQUIPMENT	65	-	-	-	-
006.90.0000.910		OFFICE EQMT & FURNITURE	397	-	-	-	-
006.90.9999.905	HVAC REPLACEMENT	MACHINERY & EQUIPMENT	-	-	-	-	300,000
TOTALS			1,985	1,414	2,000	2,000	300,000

General Capital Improvement Fund (#150)



The City has previously set aside funds for future capital improvement projects that may not be able to be funded from other dedicated funding sources such as gas tax revenues, development impact fees, wastewater rates, or grant funds. This fund is called the General Capital Improvement Fund (#150). Typical items that may be funded through this fund may include accessibility improvements, technology upgrades, roof replacements, and major facility repairs.

The funding sources available for such projects will typically come through transfers from the City's General Fund, or possible one-time revenue sources such as grants.

The following new capital improvement projects totaling \$545,500 are included in the FY 2021-22 budget as part of the Five-Year CIP Plan:

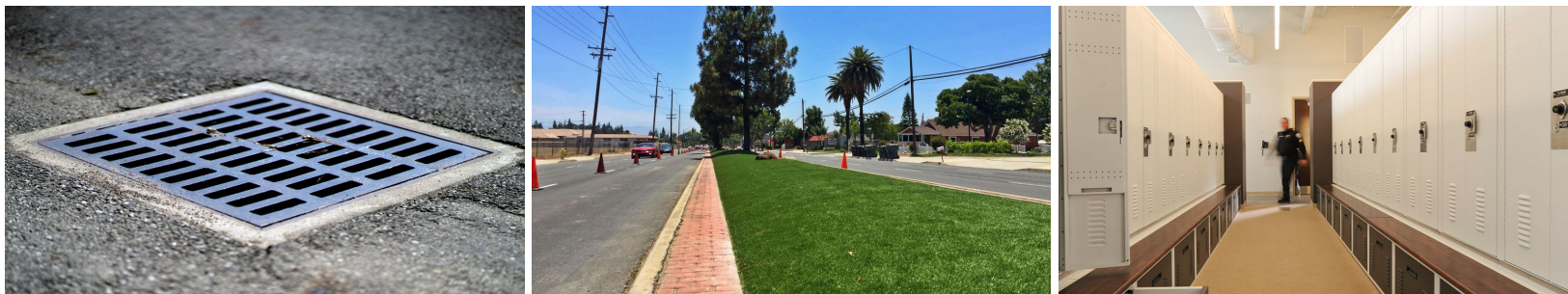
- Storm Drain Trash Capture System (CIP #20) - \$125,000
- Pinecone Drive Draining Improvements (CIP #22) - \$105,000
- Sunridge Drive Stormwater Repair (CIP #23) - \$62,500
- Siltanen Family Swim Center Pool Resurfacing (CIP #27) - \$15,000
- SkyPark Play Structure Equipment (CIP #30) - \$45,000 (additional funding of \$178,000 provided by Prop 68 Parks/Water Bond Act funds through the State in Fund #268)
- City Facility ADA Improvements Phase 1 (CIP #36) - \$48,000
- Citywide Network Infrastructure Upgrades (CIP #44) - \$145,000 (additional funding of \$40,000 provided by Wastewater Capital funds in Fund #12)

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

GENERAL CIP FUND

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	REVISED	PROJECTED	REQUEST
			06-30-2019	06-30-2020	BUDGET FY 2020/21	FY 2020/21	FY 2021/22
150.90.0000.301		OFFICE EXPENSE	907	1,822	1,000	1,000	-
150.90.0000.313		OTHER CONTRACTUAL SERVICES	36,005	10,450	21,000	21,000	-
150.90.4043.910	CITYWIDE PHONE REPLACEMENT	OFFICE EQMT & FURNITURE	-	-	155,000	-	-
150.90.4120.910	STORAGE AREA NETWORK INTERGR	OFFICE EQMT & FURNITURE	-	-	76,000	-	-
150.90.4404.910	CITYWIDE TECHNOLOGY UPDATE	OFFICE EQMT & FURNITURE	-	-	28,000	-	145,000
150.90.4457.904	SILTANEN POOL	IMPROVEMENTS O/T BLDGS-OTH	-	-	15,000	-	15,000
150.90.4593.904	HACIENDA DR. STORM DRAIN	IMPROVEMENTS O/T BLDGS-OTH	-	195,000	-	-	-
150.90.4606.904	SILTANEN SOFTBALL BACKSTOP	IMPROVEMENTS O/T BLDGS-OTH	-	44,626	-	-	-
150.90.4620.904	SHUGART PATHWAY & FOOTBRIDGE	IMPROVEMENTS O/T BLDGS-OTH	1,000	-	-	-	-
150.90.4628.904	MT.HERMON/SV DR IMPROVEMENTS	IMPROVEMENTS O/T BLDGS-OTH	77,081	-	-	-	-
150.90.4660.904	ADA IMPOVEMENT PROJECTS	IMPROVEMENTS O/T BLDGS-OTH	-	-	24,200	-	48,400
150.90.4661.904	PASATIEMPO WATER DIVERSION	IMPROVEMENTS O/T BLDGS-OTH	-	155,817	-	-	-
150.90.4679.904	GLENWOOD OPEN SPACE PRESERVE	IMPROVEMENTS O/T BLDGS-OTH	50	96,997	68,635	-	-
150.90.4685.910	TRASH AMENDMENTS COMPLIANCE	OFFICE EQMT & FURNITURE	-	-	25,000	-	-
150.90.4687.904	RECREATION BUILDING WINDOWS	IMPROVEMENTS O/T BLDGS-OTH	-	-	25,000	-	-
150.90.4689.904	VERN HART FISHING PARK IMPRV	IMPROVEMENTS O/T BLDGS-OTH	-	-	12,000	-	-
150.90.4693.905	COMM CTR/SEN CTR GENERATORS	MACHINERY & EQUIPMENT	-	-	75,000	-	-
150.90.4791.910	PW LARGE FORMAT PRINTER	OFFICE EQMT & FURNITURE	5,000	-	-	-	-
150.90.9999.904	PLACEHOLDER - VARIOUS	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	292,500
150.90.9999.905	PLACEHOLDER - SKYPARK PLAY STRUCTURE	MACHINERY & EQUIPMENT	-	-	-	-	45,000
TOTALS			120,043	504,712	525,835	22,000	545,900

Special Revenue Funds – Development Impact Fee Funds



The City has established separate funds based on funding source to account for resources that must be used for a specific project or use. These funds are known as “Special Revenue Funds”. One of the more significant group of Special Revenue Funds are those funds that the City collects from developers to fund public infrastructure that is required to meet the needs of the impact that those developments have on community resources. These Development Impact Fees are described in greater detail below.

Drainage Construction Impact Fees (#007)

This fund accounts for fees paid by developers for the construction of storm drain improvements based on the size (square foot) of the project.

The Five-Year CIP Plan includes one project for FY 2021-22:

- Storm Drain Master Plan Update (CIP#21) - \$25,000

Traffic Impact Mitigation Fees (#008)

Traffic mitigation fees are charged to developers for improvements to the City’s streets and thoroughfares. Residential projects are charged an amount based on the number of housing units in the project. Commercial and industrial users are charged based on the size (square foot) of their proposed buildings.

The Five-Year CIP Plan includes one project for FY 2021-22:

- Mt. Hermon Road Median Improvements (CIP #19) - \$365,000

Parks and Recreation Facilities Impact Fees (#009)

Parks and recreation impacts fees are charged to residential developers based on the number of housing units being developed. These fees may be reduced depending upon the recreational amenities provided within the project. The fees provide funding for new or improved parks and recreational amenities as a result of the increased impact on such facilities by the new development.

The Five-Year CIP Plan includes one project for FY 2021-22:

- SkyPark Tennis Area Improvements (CIP#33) - \$30,000 (with \$20,000 in additional funding coming from Lennar Funds)

General Facility Impact Fees (#021)

Developers must pay an impact fee to fund improvements or additions to the City's general facilities and equipment. Fees assessed to residential projects are based on the number of housing units, whereas commercial/industrial projects are assessed based on the acreage of the property being developed.

The Five-Year CIP Plan includes no projects for FY 2021-22 for this fund.

Police Facility Building Impact Fees (#027)

An impact fee is charged to developers to fund improvements to law enforcement facilities. Fees assessed to residential projects are based on the number of housing units, whereas commercial/industrial projects are assessed based on the acreage of the property being developed.

The Five-Year CIP Plan includes one project for FY 2021-22:

- Police Locker Room (CIP #42) - \$93,000

Mount Hermon Traffic Mitigation (#051)

An impact fee is charged to developers with proposed developments that would negatively impact traffic on Mount Hermon Road, including the Town Center planned development area, requiring lane and signal modifications that would otherwise deny development through an environmental impact report process.

The Five-Year CIP Plan includes no projects for FY 2021-22 for this fund.

Library Impact Fees (#086)

Residential projects are required to pay a fee for the impacts to library facilities based on the number of housing units in the project. These fees are used to fund improvements to the Scotts Valley Library.

The Five-Year CIP Plan includes no projects for FY 2021-22 for this fund.

Police Development Fees (#315)

Historically, the City charged a fee to developers for police facilities and deposited these fees into this fund. The prior impact fee was subsequently replaced with the Police Facility Building impact fee mentioned earlier. Funds collected from the prior fee are retained in this fund and are used to fund law enforcement facilities and equipment.

The Five-Year CIP Plan includes no projects for FY 2021-22 for this fund.

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

SPECIAL REVENUE - DEVELOPMENT IMPACT FEE FUNDS

			REVISED				
FUND / ACCOUNT			ACTUAL	ACTUAL	BUDGET	PROJECTED	REQUEST
NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	06-30-2019	06-30-2020	FY 2020/21	FY 2020/21	FY 2021/22
DRAINAGE CONSTRUCTION FUND							
007.90.0000.301		OFFICE EXPENSE	-	53	600	600	-
007.90.0000.312		PROFESSIONAL/SPECIALIZED S	40,419	-	11,400	11,400	-
007.90.4420.313	STORM DRAIN MASTER PLAN	OTHER CONTRACTUAL SERVICES	-	-	-	-	25,000
TOTALS			40,419	53	12,000	12,000	25,000
TRAFFIC IMPACT MITIGATION							
008.90.0000.301		OFFICE EXPENSE	821	1,087	1,000	1,000	-
008.90.0000.313		OTHER CONTRACTUAL SERVICES	39,119	22,642	16,000	16,000	-
008.90.9999.904	MT HERMON MEDIAN IMPR	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	365,000
TOTALS			39,940	23,728	17,000	17,000	365,000
PARKS AND RECREATION FACILITIES							
009.90.0000.301		OFFICE EXPENSE	1,581	1,623	2,000	2,000	-
009.90.4583.904	SKYPARK SHADE STRUC/SIDE IMPROVEMENTS O/T BLDGS-OTH		39,813	-	-	-	-
009.90.4660.904	ADA IMPOVEMENT PROJECTS IMPROVEMENTS O/T BLDGS-OTH		-	-	-	-	-
009.90.4675.904	SKYPARK RESTROOM IMPRO\ IMPROVEMENTS O/T BLDGS-OTH		-	43,831	60,000	60,000	-
009.90.4677.904	SKYPARK TENNIS AREA IMPROVEMENTS O/T BLDGS-OTH		-	-	30,000	-	30,000
009.90.4692.904	DAYCARE MODULAR REPLACE IMPROVEMENTS O/T BLDGS-OTH		-	-	550,000	-	-
009.90.4693.904	COMM CTR/SEN CTR GENERA IMPROVEMENTS O/T BLDGS-OTH		-	-	-	-	-
TOTALS			41,394	45,454	642,000	62,000	30,000
GENERAL FACILITY FEES							
021.90.0000.301		OFFICE EXPENSE	180	140	200	200	-
021.90.0000.908		VEHICLES	33,150	-	-	-	-
TOTALS			33,330	140	200	200	-
POLICE FACILITY IMPACT FEES							

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

SPECIAL REVENUE - DEVELOPMENT IMPACT FEE FUNDS

FUND / ACCOUNT			REVISED				
NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
027.90.0000.301	POLICE LOCKER ROOM	OFFICE EXPENSE	547	523	750	750	750
027.90.0000.904		IMPROVEMENTS O/T BLDGS-OTH	1,000	4,000	89,000	-	93,000
027.90.0000.915		OTHER EQUIPMENT	15,441	-	-	-	-
TOTALS			16,988	4,523	89,750	750	93,750
MT HERMON TRAFFIC MITIGATION							
051.90.0000.301		OFFICE EXPENSE	298	320	400	400	-
TOTALS			298	320	400	400	-
LIBRARY IMPACT FEES							
086.90.0000.301		OFFICE EXPENSE	612	583	700	610	620
TOTALS			612	583	700	610	620
POLICE DEVELOPMENT FEES							
315.90.0000.301		OFFICE EXPENSE	324	164	300	-	-
315.90.0000.914		COMMUNICATIONS EQUIPMENT	2,060	102,939	-	-	-
TOTALS			2,384	103,102	300	-	-

Special Revenue Funds (excluding Development Impact Fee Funds)



The City has established separate funds based on funding source to account for resources that must be used for a specific project or use. These funds are known as “Special Revenue Funds”. One of the more significant group of Special Revenue Funds are those funds that the City collects from developers to fund public infrastructure that is required to meet the needs of the impact that those developments have on community resources. These Development Impact Fees are grouped in a separate section within this Annual Budget document. A brief overview of the other Special Revenue Funds that are not development related are indicated below

Recycling/Environment Fund (#002)

This fund accounts for fees paid by solid waste companies and customers through the County of Santa Cruz for disposal of solid waste in County transfer facilities. A portion of these revenues are sent back to the City to help pay for recycling and environmental protection initiatives such as street sweeping, e-waste recycling, community training classes, and storm water protection and remediation. There are no capital projects anticipated to be funded from these sources.

Gas Tax Fund (#003)

The state of California imposes per-gallon excise taxes on gasoline and diesel fuel, sales taxes on gasoline and diesel fuel and registration taxes on motor vehicles with allocations to dedicated transportation purposes. These allocations flow

through the Highway Users Tax Account (HUTA), which are allocated to state and local agencies based primarily on population. These revenues are allocated to Scotts Valley and other cities based on the provisions in the California Streets & Highway Code §2103-2107.5.

In April 2017, the State Legislature approved the Road Repair and Accountability Act of 2017, creating a Road Maintenance and Rehabilitation Account (RMRA) which allocates the revenues collected from that legislation. The new revenues include: additional 12 cent and 20 cent per-gallon increases to gasoline and diesel fuel excise taxes, respectively; an additional vehicle registration tax for all vehicles based on value; and, an additional \$100 registration tax on zero-emissions vehicles for vehicles manufactured after 2020.

These funds are used to finance street maintenance activities performed by the Public Works Streets Maintenance Division

and other roadway improvements where other funds (e.g., Measure D, transportation grants, etc) might not otherwise be available.

The Five-Year CIP Plan includes two projects for FY 2021-22:

- Annual Street Maintenance/Resurfacing Program (CIP #16) - \$275,000
- Annual Street Maintenance Program (CIP #17) - \$66,000

SMIP Fees Fund (#005)

The City levies a Strong Motion and Instrumentation Program (SMIP) fee on every building permit where a building discipline inspector is required as part of the field inspection. This fee funds the California State Strong-Motion Instrumentation Program, administered by the California Department of Conservation, which funds the purchase, installation, maintenance, data collection and interpretation of information collected from seismic instrumentation placed in geographic environments throughout the state. These funds are remitted to the State as required by California Public Resources Code §2700-2709.1.

Affordable Housing Fund (#019)

Upon dissolution of the City's former redevelopment agency (RDA) in 2012, the City chose to become the successor housing agency to administer affordable housing programs in Scotts Valley. Funds were transferred from the former redevelopment agency upon dissolution to fund affordable housing programs that were enforceable obligations at the time of dissolution. On an ongoing basis, the City received rental income from affordable housing properties that were previously owned by the redevelopment agency and dedicated to the City as part of dissolution. The City also carries first-time homebuyer loans on the books that will be paid upon sale of those homes by their

homeowners. The revenue is used to fund the ongoing administration of affordable housing properties owned by the City as successor housing agency, and used to help fund development of additional affordable housing stock in Scotts Valley through subsidies paid to developers.

The General Fund provided an advance to the former RDA prior to its dissolution in 2012 that would not be repaid until there was sufficient tax increment to meet other enforceable obligations. The outstanding loan amount was over \$1.7 million. Starting in FY 2021, the Successor RDA agency reached sufficient tax increment to being to pay down the loan. For FY 2021-22, the City expects to receive nearly \$765,000 in loan repayment from the Successor Agency, which will be deposited into the Affordable Housing Fund to help fund future affordable housing projects in the City.

Lennar Funds (#025)

In 2014, the City approved a first amendment to the development agreement between the City and Lennar Homes of California, Inc. for the development of homes on the property formerly known as Polo Ranch. Lennar paid the City \$1 million as required by the development agreement to be used for park and recreational opportunities in the City at the sole discretion of the City Council. These funds have been used to fund a variety of parks and recreational infrastructure improvements.

Per City Council direction, the following projects are being funded by these funds in FY 2021-22:

- Parks ADA Improvements – Phase 1 (CIP #24) - \$116,300
- Skypark Tennis Area Improvements (CIP #27) - \$20,000 (with \$30,000 in additional funding coming from Parks Development Impact Fees)

Senior Center Operations Fund (#028)

The City operates a Senior Center for the enjoyment of Scotts Valley's seniors, offering a variety of programs and activities and rental of the senior center facility by community members. Program and rental revenues are recorded in the fund to pay for the expenditures associated with the programs and activities offered.

The Senior Center was closed during the COVID-19 pandemic that started in March 2020 and through FY 2020-21. The City intends to reopen the facility in FY 2021-22 and begin to restore services based on community demand and interest.

STP Exchange Projects Fund (#031)

California's Department of Transportation administers the Regional Surface Transportation Program (RSTP, or STP), using Surface Transportation Block Grant Program funds provided under federal law, to provide flexible funding to address State and local transportation needs. The City has also applied for and received grants from the California Transportation Commission 2018 Local Partnership Program in the past. These grants fund various transportation related projects, and this fund accounts for the grant revenues and the associated capital project expenditures for approved projects.

The following capital projects have been approved for funding under the STP program for FY 2021-22:

- Bean Creek Road Pavement Rehabilitation (CIP #18) - \$400,000 (with \$574,100 in additional funding coming from Measure D Sales Tax for Transportation funds)

Tree Replacement Fund (#033)

The City levies a tree removal fee for property owners that wish to remove trees on their property. A higher fee is charged for

what are considered "heritage trees". Fees collected are used to fund tree planting maintenance efforts on City property to mitigate the environmental impact on tree removal by private property owners.

Green Building Fund (#035)

The City levies a green building fee in accordance with the provisions of Scotts Valley Municipal Code §17.51.080, on property development that is not otherwise exempt from the fee based on their proposed green building elements of the project. The fee is based on assessed valuation of improvements. Revenues collected from developers are used for program management, public educational purposes and local seminars on green building issues and programs.

Disability Compliance Fund (#036)

The City collects a four-dollar fee required by Senate Bill 1186 (2012) on any local business license registration or renewal. Ninety percent of this fee is retained by the City to fund training and retention of certified access specialists (CASPs) and activities or programs that facilitate accessibility compliance. The remaining ten percent is remitted to the California Department of General Services' Division of the State Architect on a quarterly basis. The fee will revert to one dollar on January 1, 2024.

Pinewood Estates Maintenance District (#050)

A landscape maintenance assessment district was established in 1987 for 25 parcels in the Pinewood Estates subdivision to maintain improvements consisting of ornamental landscaping, irrigation equipment, signs, fences and storm detention ponds. This fund accounts for the expenditures associated with those maintenance efforts that are paid for from assessments levied on the homeowners.

Skypark Landscape Maintenance District (#077 and 078)

An open space maintenance assessment district was established in 1995 to maintain a linear park and two greenbelt areas that are the responsibility of 190 parcel owners adjacent to Skypark. Maintenance efforts are accounted for in Fund #077 and include maintenance of landscape, irrigation systems, lighting, curbs, gutters, sidewalks and water/electricity utilities. The district also establishes a self-insurance fund in the event of a slope failure, which is accounted for in Fund #078. The assessments levied on the 190 parcel owners for maintenance and self-insurance are deposited into those respective funds.

Library Facilities Improvements (Measure S) Fund (#088)

The passage of countywide Measure S in June 2016 provides \$3.75 million in bond financing revenues for improvements to the Scotts Valley Library. The City will have drawn down \$829,900 by June 30, 2021. The remaining balance is expected to be drawn down in FY 2021-22 to pay for the renovation project which will commence late summer 2021 with completion early in 2022. The renovation includes seismic upgrades, roof overlay, new HVAC system, youth and teen area redesigns, enclosure of the fireside room, acoustic improvements and refreshed furniture, carpet and paint throughout the library.

The Five-Year CIP Plan includes two projects for FY 2021-22:

- Library Improvements (CIP #38) - \$2,716,000

Library County Maintenance of Effort (MOE) Excess Distribution Fund (#089)

The City participates in the Santa Cruz County Library Financing Authority for the provision of library services. The authority collects property taxes on properties located in Scotts Valley, which funds the City's portion of the countywide library system and operation of the Scotts Valley Branch library. This payment is called the Maintenance of Effort, or MOE. A second amendment to the joint powers agreement expires June 30, 2021 and a third amendment will be considered prior to that expiration. The agreement includes a provision for the equitable distribution of funds collected that exceed the MOE, which is proportionately distributed to all participants at the end of the current agreement. The City received \$242,700 in excess distributions in FY 2020-21. These funds are intended to be used for library improvements and are expected to be applied to the 2021 Library renovation project (#088) as needed.

The Five-Year CIP Plan includes no specific projects for FY 2021-22 for this fund.

Community Facility Center Operations Fund (#123)

The City operates a Community Center for the enjoyment of the community. The facility is available for rental to the public. Rental revenues are recorded in the fund to pay for the expenditures associated with the operation and maintenance of the Center.

The Community Center was closed during the COVID-19 pandemic that started in March 2020 and through FY 2020-21. It was used temporarily in August and September 2020 to support CalFire in their response to the CZU Lightning Complex Fire. The City intends to reopen the facility in FY 2021-22 and

begin to restore services based on community demand and interest.

Measure D Sales Tax for Transportation (#155)

The passage of countywide Measure D in November 2016 provides nearly \$300,000 in annual sales tax revenues to the City to fund a variety of transportation projects that the City might not have otherwise been able to fund with existing revenues (a key stipulation in the measure). Projects are identified and approved by the Regional Transportation Commission on an annual basis.

The Five-Year CIP Plan includes one project for FY 2021-22:

- Bean Creek Road Pavement Rehabilitation (CIP #18) - \$574,100 (with \$400,000 in additional funding coming from STP Exchange Projects funds)

CALTRANS – Get Everyone Moving (#178)

The City entered into a restricted grant agreement with the California Department of Transportation to fund the development of the Scotts Valley Get Everyone Moving Plan. This plan will identify barriers to safe and frequent bicycling and walking and will guide future active transportation developments within the City of Scotts Valley. The City is identified as the authorized agency and is working in partnership with Ecology Action, Bike Santa Cruz, and the Scotts Valley Active Transportation Group and an outside consultant to develop the Plan and meet the objectives of the grant. The total amount of the grant is \$175,000.

Proposition 68 Parks/Water Bond Act (#268)

In 2018, California voters approved Proposition 68, the Parks, Environment, and Water Bond Act, which authorized \$4 billion

in state general obligation bonds to fund various state and local parks, environmental protection projects, water infrastructure projects, and flood protection projects. Funds are available through an annual grant application process based on various eligibility requirements.

The City is applying for a grant in FY 2021-22 in an amount of \$178,000 to fund improvements to the Skypark play structure equipment. The City is required to match 20% of the project costs.

The Five-Year CIP Plan includes one project for FY 2021-22:

- Skypark Play Structure Equipment (CIP #30) - \$178,000 (with \$45,000 in additional funding coming from General CIP funds)

Supplemental Law Enforcement Services Fund (#306)

The State provides funding for local law enforcement pursuant to the provisions of California Government Code §30061 under the Citizens' Option for Public Safety program. These funds, known as "supplemental law enforcement services funds" (SLESF) are allocated to local agencies to provide "front-line law enforcement services", allocated based on population with a minimum grant of \$100,000 to each agency. Due to Scotts Valley's relative size within Santa Cruz County, the City receives only the minimum \$100,000.

These funds are eligible to be used for operating or capital law enforcement expenditures at the discretion of the agency. Scotts Valley has historically used these funds to finance capital acquisition of equipment and other capital needs for the Police Department.

The FY 2021-22 budget anticipates a transfer of \$22,000 to reimburse the Homeland Security Grant (#316) fund for

equipment purchased in FY 2019-20 whose costs were in excess of grant proceeds received.

Police Proposition 56 Tobacco Prevention Funds (#309)

In 2021, the City was awarded a grant in the amount of \$567,000 by the California Department of Justice under the California Healthcare, Research and Prevention Tobacco Tax Act of 2016 (Prop 56) that provides funding for a dedicated School Resource Officer (SRO) for a three-year period starting in FY 2021-22. The focus of the position will be on youth education and prevention, tobacco retailer outreach and education, and retailer compliance and enforcement regarding the use of tobacco products in schools and the sale of tobacco products in Scotts Valley. No local match is required for the grant.

The funds will pay for the SRO, administrative costs, and training/marketing materials on an annual basis through FY 2023-24.

Police Budget Act of 2016 Fund (#312)

In 2017, the City received \$49,000 through the City of Watsonville from grants associated with the State's Budget Act of 2016 that appropriated funds for agencies employing 100 or fewer officers. The funds are required to be used to supplement existing funds for such areas as homeless outreach, gang resistance education and training, outreach to high-risk youth, and other similar programs. The police chiefs in Santa Cruz County agreed to split the grant equally among the cities of Watsonville, Capitola, Santa Cruz and Scotts Valley. The City intends to expend an amount not to exceed \$15,000 each year in support of the DARE program until all funds are depleted.

Homeland Security Grant Fund (#316)

The US Department of Homeland Security (DHS) provided grant funds to local law enforcement agencies to enhance the ability of regional authorities to prepare, prevent and respond to terrorist attacks and other disasters. Local agencies use these grant funds for planning, equipment, training and exercise needs. Scotts Valley Police Department has typically applied for these funds to finance acquisition of equipment in support of DHS' purposes, including upgrading the regional 911 police radio site. The City's SLESF fund (#306) will transfer \$22,000 into this fund in FY 2021-22 to reimburse for costs associated with the radio site in excess of the grant amount. This fund will be closed after FY 2021-22.

EDG Revolving Loan Fund (#317)

This loan fund was established to account for a notes receivable due from a developer that is secured by that property. The loan was provided from Community Development Block Grant funds and is payable upon the sale of the property.

In 2021, the City engaged in discussions with the Department of Housing and Urban Development to access funds made available as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020 to fund efforts for local economic stimulus as businesses recover from the COVID-19 pandemic recession. The City is eligible to receive nearly \$395,000 in this CDBG-CV funds to provide economic development business assistance grants to local businesses, support an expansion of child care services, and costs of administration. The program will be implemented in FY 2021-22.

In addition, the City is initiating a process in May 2021 and implemented in FY 2021/22 to distribute \$550,000 across three fiscal years (FY 2021/22, 2022/23 and FY 2023/24) through a CDBG-Program Income application process.

The City's General Fund will advance the EDG Revolving Loan fund an amount of \$550,000 over a three year period starting in FY 2021-22 (over \$183,000 annually) to reimburse the fund for the loan receivable which has not yet been paid by the developer. Once the developer has paid off the loan, the General Fund will be reimbursed for its advance.

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

SPECIAL REVENUE FUNDS - NON-DEVELOPMENT IMPACT FEE FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
RECYCLING/ENVIRONMENTAL							
002.90.0000.301		OFFICE EXPENSE	58	26	50	-	50
002.90.0000.302		SPECIAL DEPARTMENT EXPENSE	17	107	-	-	-
002.90.0000.313		OTHER CONTRACTUAL SERVICES	72,133	83,907	69,950	80,300	100,000
002.90.0000.905		MACHINERY & EQUIPMENT	-	1,980	-	-	-
TOTALS			72,208	86,019	70,000	80,300	100,050
GAS TAX							
003.90.0000.301		OFFICE EXPENSE	302	462	700	700	-
003.90.0000.999		INTERFUND TRANSFER OUT	235,000	235,000	-	-	-
003.90.4535.904	STREET OVERLAY	IMPROVEMENTS O/T BLDGS-OTH	142,513	27,800	295,000	295,000	275,000
003.90.4663.904	GREEN HILLS STBG IMPROVMTS	IMPROVEMENTS O/T BLDGS-OTH	80,109	-	-	-	-
003.90.9999.904	VARIOUS	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	66,000
TOTALS			457,924	263,262	295,700	295,700	341,000
SMIP							
005.90.0000.301		OFFICE EXPENSE	12	11	20	10	10
005.90.0000.317		GOVERNMENTAL FEES/TAXES	3,575	5,598	4,980	4,980	4,980
TOTALS			3,587	5,609	5,000	4,990	4,990
AFFORDABLE HOUSING							
019.82.0000.301		OFFICE EXPENSE	1,584	1,502	1,500	1,500	1,500
019.82.0000.313		OTHER CONTRACTUAL SERVICES	5,420	49,375	50,000	80,000	80,000
019.82.0000.503		RENT GUARANTEES	23,688	23,688	24,000	24,000	24,000
019.82.0000.504		AFFORDABLE HOUSING SUBSIDI	130,000	130,000	136,000	-	-
019.82.0000.701		CONTRIBUTIONS	4,944	-	10,500	-	-
TOTALS			165,636	204,565	222,000	105,500	105,500
LENNAR FUNDS							
024.90.0000.701		CONTRIBUTIONS	-	2,000	-	-	-
024.90.4660.904	ADA IMPROVEMENT PROJECTS	IMPROVEMENTS O/T BLDGS-OTH	-	2,945	36,000	-	116,300

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

SPECIAL REVENUE FUNDS - NON-DEVELOPMENT IMPACT FEE FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
024.90.4677.904	SKYPARK TENNIS AREA	IMPROVEMENTS O/T BLDGS-OTH	4,650	-	16,000	-	20,000
TOTALS			4,650	4,945	52,000	-	136,300
SENIOR CENTER							
028.90.0000.101		SALARIES/WAGES - REGULAR	5,686	9,167	13,861	-	23,839
028.90.0000.102		SALARIES/WAGES - HOLIDAY	394	589	-	-	-
028.90.0000.103		SALARIES/WAGES - SICK LEAV	388	890	-	-	-
028.90.0000.104		SALARIES/WAGES - VACATION	617	694	-	-	439
028.90.0000.107		SALARIES/WAGES - TEMPORARY	17,360	13,030	-	-	-
028.90.0000.108		SALARIES/WAGES - C/T TAKEN	-	-	-	-	-
028.90.0000.203		FICA	673	937	1,060	-	1,847
028.90.0000.204		RETIREMENT	3,636	3,266	1,442	-	12,413
028.90.0000.205		GROUP INSURANCE	9,030	10,118	7,470	-	15,784
028.90.0000.206		WORKERS' COMPENSATION	1,440	-	-	970	1,159
028.90.0000.208		UNIFORM ALLOWANCE	-	-	-	-	300
028.90.0000.301		OFFICE EXPENSE	2,204	1,214	2,000	760	2,000
028.90.0000.302		SPECIAL DEPARTMENT EXPENSE	10,326	4,530	9,000	-	5,000
028.90.0000.305		ADVERTISING	2,950	1,632	2,500	1,900	2,500
028.90.0000.306		COMMUNICATIONS	547	506	550	520	550
028.90.0000.307		UTILITIES	9,486	7,877	7,878	8,230	8,000
028.90.0000.313		OTHER CONTRACTUAL SERVICES	-	117	-	670	500
028.90.0000.314		INSURANCE & SURETY BONDS	1,752	-	-	2,270	4,595
028.90.0000.315		MEMBERSHIPS & DUES	-	346	-	360	-
028.90.0000.401		MAINT OF BLDGS/STRUCT/GRND	6,436	5,534	7,000	380	7,000
028.90.0000.402		MAINT & OPERATION OF EQMT	2,208	2,020	5,000	1,520	5,000
028.90.0000.403		MAINT & OPERATION OF VEHIC	1,293	1,928	-	-	1,500
028.90.0000.905		MACHINERY & EQMT - OTHER	6,331	-	-	-	1,000
028.90.0000.999		INTERFUND TRANSFER OUT	623	626	-	570	1,974
028.90.1049.302	CRAFT FAIR-SENIOR CENTER	SPECIAL DEPARTMENT EXPENSE	1,002	710	-	-	-
028.90.1049.305	CRAFT FAIR-SENIOR CENTER	ADVERTISING	-	183	-	-	-
TOTAL			84,381	65,915	57,761	18,150	95,400

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

SPECIAL REVENUE FUNDS - NON-DEVELOPMENT IMPACT FEE FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
STP EXCHANGE PROJECTS							
031.90.0000.301		OFFICE EXPENSE	-	-	-	-	-
031.90.2216.904	GLENWOOD DRIVE IMPRVMTS	IMPROVEMENTS O/T BLDGS-OTH	-	166,721	990,000	990,000	-
031.90.4540.904	VINE HILL SCHOOL RD CULVERT	IMPROVEMENTS O/T BLDGS-OTH	-	-	505,264	505,264	-
031.90.4663.904	GREEN HILLS STBG IMPROVMTS	IMPROVEMENTS O/T BLDGS-OTH	811,000	-	-	-	-
031.90.4679.904	GLENWOOD OPEN SPACE PRESERVE	IMPROVEMENTS O/T BLDGS-OTH	32,138	396,703	172,330	172,330	-
031.90.4681.904	KINGS VILLAGE RD SIDEWALK IM	IMPROVEMENTS O/T BLDGS-OTH	271,000	-	-	-	-
031.90.4683.904	ACTIVE TRANSPORTATION PLAN	IMPROVEMENTS O/T BLDGS-OTH	-	-	177,250	-	-
031.90.9999.904	BEAN CREEK RD	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	400,000
TOTALS			1,114,138	563,424	1,844,844	1,667,594	400,000
TREE REPLACEMENT FUND							
033.90.0000.301		OFFICE EXPENSE	50	49	50	50	50
033.90.0000.904		IMPROVEMENTS O/T BLDGS-OTH	-	-	10,000	-	10,000
TOTALS			50	49	10,050	50	10,050
GREEN BUILDING FUND							
035.90.0000.301		OFFICE EXPENSE	731	719	750	740	740
035.90.0000.313		OTHER CONTRACTUAL SERVICES	3,009	1,742	2,000	2,520	2,500
035.90.0000.317		GOVERNMENTAL FEES/TAXES	1,153	2,088	2,000	550	600
TOTALS			4,893	4,548	4,750	4,750	4,750
DISABILITY COMPLIANCE							
036.90.0000.301		OFFICE EXPENSE	16	23	40	20	20
036.90.0000.317		GOVERNMENTAL FEES/TAXES	354	624	5,000	400	5,000
TOTALS			370	647	5,040	420	5,020
PINEWOOD ESTATES MAINTENANCE DISTRICT							
050.90.0000.301		OFFICE EXPENSE	18	17	20	-	-
050.90.0000.307		UTILITIES	447	(129)	500	380	400

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

SPECIAL REVENUE FUNDS - NON-DEVELOPMENT IMPACT FEE FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
050.90.0000.401		MAINT OF BLDGS/STRUCT/GRND	6,100	20,167	5,000	4,600	5,000
TOTALS			6,565	20,056	5,520	4,980	5,400
SKYPARK LANDSCAPE MAINTENANCE DISTRICT							
077.90.0000.301		OFFICE EXPENSE	5	26	25	60	60
077.90.0000.307		UTILITIES	10,673	15,145	14,975	15,660	16,000
077.90.0000.314		INSURANCE & SURETY BONDS	9,000	9,000	9,000	9,000	9,000
077.90.0000.401		MAINT OF BLDGS/STRUCT/GRND	5,927	2,000	35,000	2,500	3,000
TOTALS			25,606	26,171	59,000	27,220	28,060
SKYPARK LANDSCAPE MAINTENANCE DISTRICT INSURANCE							
078.90.0000.301		OFFICE EXPENSE	975	901	1,000	1,000	-
TOTALS			975	901	1,000	1,000	-
LIBRARY FACILITIES IMPROVEMENTS MEASURE S							
088.90.0000.301		OFFICE EXPENSE	993	1,010	1,000	1,200	1,200
088.90.0000.312		PROFESSIONAL/SPECIALIZED S	22,565	-	-	-	-
088.90.0000.401		MAINT OF BLDGS/STRUCT/GRND	-	-	-	7,590	-
088.90.0000.904		IMPROVEMENTS O/T BLDGS-OTH	-	4,290	-	3,990	-
088.90.4673.904	LIBRARY ROOF & HVAC SYSTEM	IMPROVEMENTS O/T BLDGS-OTH	390	20,346	750,000	318,190	-
088.90.4674.904	LIBRARY INTERIOR RENOVATIONS	IMPROVEMENTS O/T BLDGS-OTHER	-	-	-	84,920	-
088.90.4676.904	LIBRARY EXTERIOR/PARKING LOT	IMPROVEMENTS O/T BLDGS-OTHER	-	-	-	42,660	-
088.90.0000.904	LIBRARY RENOVATION	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	2,716,000
TOTALS			23,948	25,646	751,000	458,550	2,717,200
LIBRARY COUNTY MOE EXCESS DISTRIBUTION							
089.90.0000.301		OFFICE EXPENSE	298	591	750	600	600
TOTALS			298	591	750	600	600
COMMUNITY FACILITY CENTER							

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

SPECIAL REVENUE FUNDS - NON-DEVELOPMENT IMPACT FEE FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
123.90.0000.101		SALARIES/WAGES - REGULAR	5,686	9,167	13,861	11,300	23,839
123.90.0000.102		SALARIES/WAGES - HOLIDAY	394	589	-	1,600	-
123.90.0000.103		SALARIES/WAGES - SICK LEAV	230	890	-	1,400	-
123.90.0000.104		SALARIES/WAGES - VACATION	617	694	-	3,700	439
123.90.0000.108		COMP TIME TAKEN	-	-	-	500	-
123.90.0000.203		FICA	422	748	1,060	1,300	1,847
123.90.0000.204		RETIREMENT	3,636	3,228	1,442	5,900	12,413
123.90.0000.205		GROUP INSURANCE	8,091	9,182	7,470	10,100	15,784
123.90.0000.206		WORKERS' COMPENSATION	450	-	-	900	1,159
123.90.0000.208		UNIFORM ALLOWANCE	-	-	-	-	300
123.90.0000.301		OFFICE EXPENSE	140	225	368	170	500
123.90.0000.302		SPECIAL DEPARTMENT EXPENSE	2,898	397	2,000	550	1,000
123.90.0000.303		SMALL TOOLS & SUPPLIES	-	-	-	100	200
123.90.0000.306		COMMUNICATIONS	482	537	500	480	500
123.90.0000.313		OTHER CONTRACTUAL SERVICES	151	684	-	490	1,000
123.90.0000.314		INSURANCE & SURETY BONDS	2,083	-	-	2,860	2,673
123.90.0000.327		POWER UTILITIES	10,974	11,403	13,000	8,200	12,000
123.90.0000.328		WATER UTILITIES	2,528	3,924	4,000	4,620	4,000
123.90.0000.401		MAINT OF BLDGS/STRUCT/GRND	11,653	15,020	23,000	10,000	20,000
123.90.0000.402		MAINT & OPERATION OF EQMT	462	-	-	360	500
123.90.0000.999		INTERFUND TRANSFER OUT	623	626	-	570	1,974
123.90.8020.101	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - REGULAR	-	-	-	96	-
123.90.8020.203	2020 CZU AUGUST FIRES - EOC	FICA	-	-	-	6	-
123.90.8020.204	2020 CZU AUGUST FIRES - EOC	RETIREMENT	-	-	-	12	-
123.90.8020.302	2020 CZU AUGUST FIRES - EOC	SPECIAL DEPARTMENT EXPENSE	-	-	-	16	-
123.90.8020.303	2020 CZU AUGUST FIRES - EOC	SMALL TOOLS & SUPPLIES	-	-	-	108	-
TOTALS			51,519	57,313	66,701	65,338	100,128

MEASURE D TRANSPORTATION

155.90.0000.301		OFFICE EXPENSE	783	540	750	750	-
155.90.0000.401		MAINT OF BLDGS/STRUCT/GRND	-	-	-	-	-
155.90.2216.904	GLENWOOD DRIVE IMPRVMTS	IMPROVEMENTS O/T BLDGS-OTH	25,398	342,465	324,147	324,147	-
155.90.4663.904	GREEN HILLS STBG IMPROVMTS	IMPROVEMENTS O/T BLDGS-OTH	154,619	-	-	-	-

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

SPECIAL REVENUE FUNDS - NON-DEVELOPMENT IMPACT FEE FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED		
					BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
155.90.4679.904	GLENWOOD OPEN SPACE PRESERVE	IMPROVEMENTS O/T BLDGS-OTH	-	130,000	-	-	-
155.90.4681.904	KINGS VILLAGE RD SIDEWALK IM	IMPROVEMENTS O/T BLDGS-OTH	127,519	-	-	-	-
155.90.9999.904	BEAN CREEK	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	574,100
TOTALS			308,318	473,005	324,897	324,897	574,100

CALTRANS GET EVERYONE MOVING

178.90.4691.312	SV'S GET EVERYONE MOVING PLN	PROFESSIONAL/SPECIALIZED S	-	103,429	113,000	16,000	-
TOTALS			-	103,429	113,000	16,000	-

PROP 68 PARKS/WATER BOND ACT

268.90.9999.905	SKYPARK PLAY STRUCTURE EQUIPMENT	MACHINERY & EQUIPMENT	-	-	-	-	178,000
TOTALS			-	-	-	-	178,000

SLESF

306.90.0000.301		OFFICE EXPENSE	248	290	1,500	-	-
306.90.0000.302		SPECIAL DEPARTMENT EXPENSE	5,416	-	7,000	-	-
306.90.0000.905		MACHINERY & EQUIPMENT	-	8,738	-	-	-
306.90.0000.908		VEHICLES	46,841	16	120,000	120,000	-
306.90.3580.302	SVPD CANINE UNIT	SPECIAL DEPARTMENT EXPENSE	10,169	-	10,000	-	-
306.90.3580.322	SVPD CANINE UNIT	TRAINING & EDUCATION	10,400	-	10,000	-	-
TOTALS			73,074	9,044	148,500	120,000	-

POLICE PROP 56 TOBACCO PREVENTION

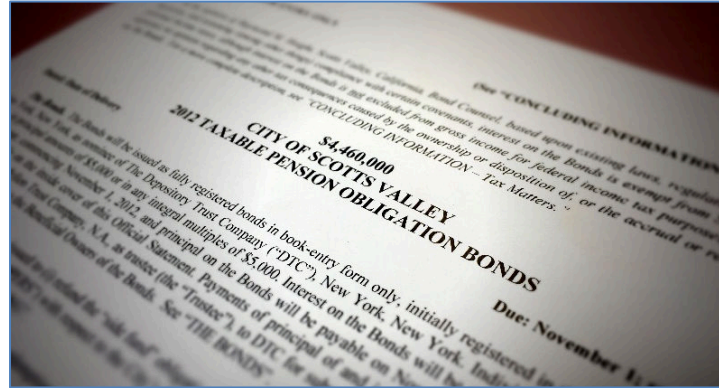
309.90.0000.101		SALARIES/WAGES - REGULAR	-	-	-	-	92,486
309.90.0000.102		SALARIES/WAGES - HOLIDAY	-	-	-	-	4,878
309.90.0000.109		SALARIES/WAGES - OVERTIME	-	-	-	-	5,029
309.90.0000.203		FICA	-	-	-	-	7,448
309.90.0000.204		RETIREMENT	-	-	-	-	7,963
309.90.0000.205		GROUP INSURANCE	-	-	-	-	41,530
309.90.0000.302		SPECIAL DEPARTMENT EXPENSE	-	-	-	-	4,865

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

SPECIAL REVENUE FUNDS - NON-DEVELOPMENT IMPACT FEE FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
309.90.0000.303		SMALL TOOLS & SUPPLIES	-	-	-	-	24,803
TOTALS			-	-	-	-	189,002
POLICE BUDGET ACT 2016							
312.90.0000.301		OFFICE EXPENSE	68	40	100	-	-
312.90.0000.302		SPECIAL DEPARTMENT EXPENSE	11,090	7,167	15,000	1,000	1,000
TOTALS			11,158	7,207	15,100	1,000	1,000
HOMELAND SECURITY GRANTS							
316.90.0000.301		OFFICE EXPENSE	-	1	-	-	-
316.90.0000.905		MACHINERY & EQUIPMENT	40,623	23,609	-	-	-
316.90.0000.914		COMMUNICATIONS EQUIPMENT	21,521	-	-	-	-
TOTALS			62,144	23,610	-	-	-
EDG REVOLVING LOAN FUND							
317.90.0000.701		CONTRIBUTIONS	-	-	-	-	183,333
317.90.3171.313	CDBG Coronavirus Grant	OTHER CONTRACTUAL SERVICES	-	-	-	-	51,279
317.90.3171.701	CDBG Coronavirus Grant	CONTRIBUTIONS	-	-	-	-	343,177
TOTALS			-	-	-	-	577,789

Debt Service Funds



Debt service funds are used to account for the repayment of bonds and other debt obligations of the City. There are two remaining debt service funds used to extinguish the City's remaining debt obligations.

Pension Obligation Bonds (#026)

The City issued pension obligation bonds in 2012 to finance its unfunded pension obligations with CalPERS to take advantage of the low interest rate environment at that time. The bonds require debt service in the form of annual principal and semi-annual interest payments, and will be fully paid off by FY 2024-25. Contractual services are also required to comply with annual regulatory reporting requirements. The source of payment is through an annual interfund transfer charged to operating department budgets in the General, Special Revenue, Recreation Enterprise and Wastewater Enterprise funds based on budgeted payroll expenses.

COP Debt Service Reserve Fund (#066)

In 2019, the City refunded three prior City general debt obligations to take advantage of the low interest rate environment at that time. The issued certificates of participation (COP) will be fully paid off in 2044. Debt service for these obligations are charged directly to the General Fund. The official statement required a debt service reserve fund be established. This fund holds those reserve assets. Investment earnings are generated on the service funds, which are used to offset the debt service costs borne by the General Fund.

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

DEBT SERVICE FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED	PROJECTED	REQUEST
					BUDGET FY 2020/21	FY 2020/21	FY 2021/22
PENSION OBLIGATION BONDS							
026.90.0000.313		OTHER CONTRACTUAL SERVICES	4,764	3,196	3,500	3,500	3,500
026.90.0000.801		RETIREMENT OF PRINCIPAL	340,000	355,000	365,000	365,000	380,000
026.90.0000.802		INTEREST EXPENSE	100,325	88,758	75,245	75,245	60,344
026.90.0000.803		ISSUANCE COSTS	-	-	-	-	-
026.90.0000.992		EXPENDITURE OFFSET	-	-	-	-	-
026.90.0000.999		INTERFUND TRANSFER OUT	-	-	-	-	-
TOTALS			445,089	446,954	443,745	443,745	443,844
COP DEBT SERVICE RESERVE							
066.90.0000.301		OFFICE EXPENSE	1,863	1,684	1,000	1,000	-
TOTALS			1,863	1,684	1,000	1,000	-

Parks and Recreation Division



Overview

The Parks and Recreation Division (PRD) works with all residents to be good stewards of the environment, and to provide safe, welcoming opportunities to play, learn, contemplate, and build community awareness. The PRD is comprised of five developed parks, featuring eight athletic fields, six children's play areas, and one off-leash area. Other facilities include four outdoor tennis courts, two bocce courts, one outdoor swimming pool, two horseshoe pits, three half basketball courts, a community center, senior center, a one-mile paved trail, one hiking trail, and more. Countless area residents and visitors use the Parks and Recreation facilities to pursue their passions, from soccer to music, kite flying to baseball, swimming to community events.

Division employees work hard to develop partnerships with park neighbors, volunteers, non-profits, local businesses, the Scotts Valley Chamber of Commerce and the Scotts Valley School District to effectively respond to increasing requests for use of Scotts Valley's parks and recreation facilities. One of the most significant partnerships is with the Scotts Valley Unified School District; where the PRD provides childcare and recreation programs in the City-owned facilities located on the

School District's property at Vine Hill and Brook Knoll Elementary Schools.

The PRD also supports and manages the Park and Recreation Commission, Scotts Valley Advocates, the Arts Commission, and the Senior Center Board. These organizations are made up of volunteer members and are an advisory committee to City Council and Parks and Recreation staff on recreation programming and facility maintenance which enables the Division to consistently offer incredible parks, quality childcare, and a wide range of recreation programs to the public. The PRD continues to look for creative opportunities to redefine how it does business in order to preserve access for the community.

In March 2020, the City was forced to close down its Recreation programming and facilities in response to public health restrictions to contain the transmission of the COVID-19 virus. By late summer 2020, after months of closures and with an uncertain pandemic trajectory and no revenue stream to support the PRD's staffing, the City shuttered its Recreation services and eliminated four positions. The PRD is supported by an independent fund of about \$1.1 million in user fees annually. The City's General Fund was unable to carry this level of subsidy.

Now in early May 2021, the pandemic restrictions are being systematically lifted as Santa Cruz County's COVID-19 case counts decline and vaccination rates increase. With the State's reopening of economic and social sectors comes the opportunity to reintroduce Recreation programming to the community. City staff are working with the City Council and Parks and Recreation Commission to determine the prudent course for recovery of the PRD.

Staffing Summary

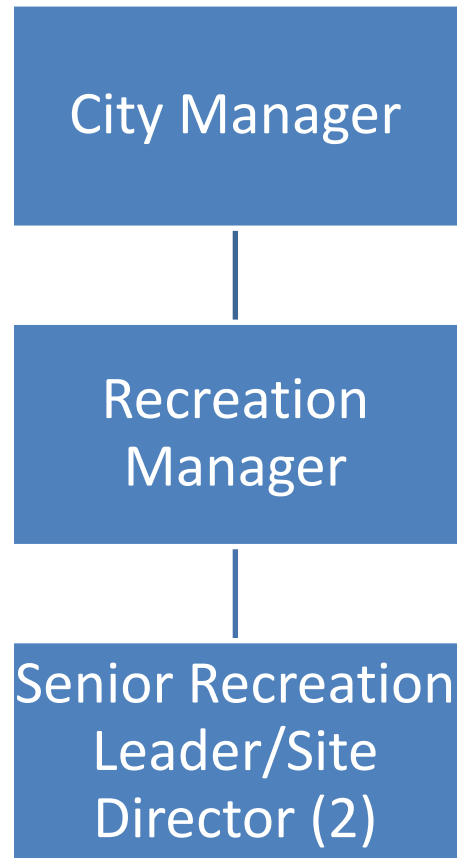
Position	Actual		2019/20	Approved 2020/21	Adopted 2021/22
	2017/18	2018/19			
Administrative					
Services Director	0.20	-	-	-	-
Recreation Division					
Manager	1.00	1.00	1.00	1.00	1.00
Recreation					
Coordinator	1.00	1.00	1.00	-	-
Administrative					
Secretary I/II	1.00	1.00	1.00	-	-
Laborer	0.50	0.25	0.25	-	-
Sr. Recreation					
Leader/ Site Director	2.00	2.00	2.00	-	2.00
Total FTE	5.70	5.25	5.25	1.00	3.00

The staffing summary above incorporate full-time staffing in support of the Recreation, Senior Center and Community Center operations. Recreation Division activities rely heavily on a total of 55 full-year or seasonal part-time employees to provide recreation services through the Recreation, Senior Center and Community Center operating funds.

Divisional Workplan

The FY 2021/22 Workplan will focus on the restoration of services, the rebuilding of a financially sustainable division, and the gradual rehiring of staffing. In late April 2021, the City Council authorized the restoration of two of the eliminated four positions and staff are developing a plan to best utilize this expanded capacity. Strategic planning, partnership development and a gradual expansion of Recreation services will proceed through the summer and fall of 2021.

Recreation



CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

RECREATION FUND

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED	PROJECTED FY 2020/21	REQUEST FY 2021/22
					BUDGET FY 2020/21		
004.77.0000.101		SALARIES/WAGES - REGULAR	199,467	187,772	265,968	-	170,421
004.77.0000.102		SALARIES/WAGES - HOLIDAY	15,406	14,455	-	-	-
004.77.0000.103		SALARIES/WAGES - SICK LEAV	14,993	13,698	-	-	-
004.77.0000.104		SALARIES/WAGES - VACATION	20,256	21,631	-	-	3,513
004.77.0000.107		SALARIES/WAGES - TEMPORARY	52,064	58,561	-	-	-
004.77.0000.108		SALARIES/WAGES - C/T TAKEN	3,409	2,634	-	-	-
004.77.0000.109		SALARIES/WAGES - OVERTIME	319	-	-	-	-
004.77.0000.110	COVID-19 EXPENDITURES	SALARIES/WAGES - COVID19	-	25,734	-	-	-
004.77.0000.117		WAGES/TEMPORARY - COVID19	-	15,511	-	-	-
004.77.0000.203		FICA	20,886	21,970	20,413	-	13,221
004.77.0000.204		RETIREMENT	240,367	1,295,784	87,661	-	45,335
004.77.0000.205		GROUP INSURANCE	98,867	102,043	118,305	21,960	110,511
004.77.0000.206		WORKERS' COMPENSATION	34,685	41,208	20,103	-	8,287
004.77.0000.208		UNIFORM ALLOWANCE	-	384	-	-	2,400
004.77.0000.299		FROZEN POSITIONS	-	-	(309,245)	670	-
004.77.0000.301		OFFICE EXPENSE	4,627	4,725	5,000	380	5,000
004.77.0000.302		SPECIAL DEPARTMENT EXPENSE	3,790	2,752	2,000	970	-
004.77.0000.303		SMALL TOOLS & SUPPLIES	900	816	625	-	500
004.77.0000.305		ADVERTISING	6,922	478	9,000	2,860	1,500
004.77.0000.306		COMMUNICATIONS	3,456	4,615	3,500	2,190	2,000
004.77.0000.307		UTILITIES	14,412	12,833	14,000	-	1,500
004.77.0000.310		RECRUITMENT	469	180	-	1,880	-
004.77.0000.313		OTHER CONTRACTUAL SERVICES	37,051	28,326	-	29,230	30,000
004.77.0000.314		INSURANCE & SURETY BONDS	18,436	256	40,000	150	63,046
004.77.0000.315		MEMBERSHIPS & DUES	-	-	50	-	-
004.77.0000.322		TRAINING & EDUCATION	1,099	22	-	550	-
004.77.0000.401		MAINT OF BLDGS/STRUCT/GRND	6,054	1,330	3,000	82,300	5,000
004.77.0000.402		MAINT & OPERATION OF EQMT	13,283	10,096	8,000	-	8,000
004.77.0000.403		MAINT & OPERATION OF VEHIC	6,863	7,170	3,500	-	2,500
004.77.0000.906		DEPRECIATION / AMORTIZATIO	1,000	500	-	-	-

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

RECREATION FUND

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED		
					BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
004.77.0000.910		OFFICE EQMT & FURNITURE	-	4,508	-	27,570	-
004.77.0000.999		INTERFUND TRANSFER OUT	30,133	30,259	-	-	14,113
004.77.1006.101	SCHOOL YEAR RECREATION	SALARIES/WAGES - REGULAR	29,419	5,245	-	-	-
004.77.1006.107	SCHOOL YEAR RECREATION	SALARIES/WAGES - TEMPORARY	338,317	193,661	-	-	-
004.77.1006.203	SCHOOL YEAR RECREATION	FICA	7,127	3,204	-	-	-
004.77.1006.204	SCHOOL YEAR RECREATION	RETIREMENT	4,656	727	-	-	-
004.77.1006.301	SCHOOL YEAR RECREATION	OFFICE EXPENSE	1,516	148	-	-	-
004.77.1006.302	SCHOOL YEAR RECREATION	SPECIAL DEPARTMENT EXPENSE	59,062	25,595	-	-	-
004.77.1006.305	SCHOOL YEAR RECREATION	ADVERTISING	135	16	-	-	-
004.77.1006.313	SCHOOL YEAR RECREATION	OTHER CONTRACTUAL SERVICES	-	375	-	2,380	-
004.77.1006.401	SCHOOL YEAR RECREATION	MAINT OF BLDGS/STRUCT/GRND	-	1,994	-	-	-
004.77.1008.107	SPRING KIDS KAMP	SALARIES/WAGES - TEMPORARY	-	686	-	-	-
004.77.1008.203	SPRING KIDS KAMP	FICA	-	10	-	-	-
004.77.1015.107	ADULT SOFTBALL	SALARIES/WAGES - TEMPORARY	2,583	1,077	-	-	-
004.77.1015.203	ADULT SOFTBALL	FICA	37	16	-	-	-
004.77.1015.302	ADULT SOFTBALL	SPECIAL DEPARTMENT EXPENSE	1,895	1,063	-	-	-
004.77.1015.313	ADULT SOFTBALL	OTHER CONTRACTUAL SERVICES	2,272	2,440	-	-	-
004.77.1015.315	ADULT SOFTBALL	MEMBERSHIPS & DUES	-	80	-	-	-
004.77.1016.301	YOUTH BASKETBALL	OFFICE EXPENSE	-	32	-	-	-
004.77.1016.302	YOUTH BASKETBALL	SPECIAL DEPARTMENT EXPENSE	6	-	-	-	-
004.77.1018.107	ADULT BASKETBALL	SALARIES/WAGES - TEMPORARY	4,907	1,706	-	-	-
004.77.1018.203	ADULT BASKETBALL	FICA	71	25	-	-	-
004.77.1018.302	ADULT BASKETBALL	SPECIAL DEPARTMENT EXPENSE	180	727	-	-	-
004.77.1018.313	ADULT BASKETBALL	OTHER CONTRACTUAL SERVICES	450	3,088	-	-	-
004.77.1020.107	AQUATICS	SALARIES/WAGES - TEMPORARY	43,459	27,164	-	-	-
004.77.1020.203	AQUATICS	FICA	630	394	-	-	-
004.77.1020.301	AQUATICS	OFFICE EXPENSE	108	414	-	-	-
004.77.1020.302	AQUATICS	SPECIAL DEPARTMENT EXPENSE	1,366	1,289	-	-	-
004.77.1020.313	AQUATICS	OTHER CONTRACTUAL SERVICES	1,220	900	-	-	-
004.77.1020.322	AQUATICS	TRAINING & EDUCATION	350	-	-	-	-

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

RECREATION FUND

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED		
					BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
004.77.1020.401	AQUATICS	MAINT OF BLDGS/STRUCT/GRND	9,346	3,059	-	-	-
004.77.1021.107	OPEN SWIM	SALARIES/WAGES - TEMPORARY	233	-	-	-	-
004.77.1021.203	OPEN SWIM	FICA	3	-	-	-	-
004.77.1037.313	CLASSES	OTHER CONTRACTUAL SERVICES	48,299	31,373	-	-	-
004.77.1046.107	ADULT SOCCER	SALARIES/WAGES - TEMPORARY	1,872	864	-	-	-
004.77.1046.203	ADULT SOCCER	FICA	27	13	-	-	-
004.77.1046.302	ADULT SOCCER	SPECIAL DEPARTMENT EXPENSE	667	269	-	-	-
004.77.1046.313	ADULT SOCCER	OTHER CONTRACTUAL SERVICES	3,370	300	-	-	-
004.77.1047.302	TENNIS	SPECIAL DEPARTMENT EXPENSE	51	492	-	-	-
004.77.1047.313	TENNIS	OTHER CONTRACTUAL SERVICES	36,437	21,214	-	-	-
004.77.1048.302	BOCCE BALL	SPECIAL DEPARTMENT EXPENSE	260	-	-	-	-
004.77.8019.303	COVID-19 EXPENDITURES	SMALL TOOLS & SUPPLIES	-	1,704	-	-	-
004.77.8020.101	2020 CZU AUGUST FIRES - EOC	SALARIES/WAGES - REGULAR	-	-	-	-	-
004.77.8020.203	2020 CZU AUGUST FIRES - EOC	FICA	-	-	-	-	-
004.77.8020.204	2020 CZU AUGUST FIRES - EOC	RETIREMENT	-	-	-	-	-
004.77.8020.302	2020 CZU AUGUST FIRES - EOC	SPECIAL DEPARTMENT EXPENSE	-	-	-	-	-
004.77.8021.101	CZU 2020 AUGUST FIRES - DAC	SALARIES/WAGES - REGULAR	-	-	-	-	-
004.77.8021.203	CZU 2020 AUGUST FIRES - DAC	FICA	-	-	-	-	-
004.77.8021.204	CZU 2020 AUGUST FIRES - DAC	RETIREMENT	-	-	-	-	-
TOTALS			1,449,546	2,241,612	291,880	173,090	486,847

Wastewater Enterprise Funds



Overview

The City provides wastewater services to the community through its wastewater collection and treatment plant operations. The City also provides tertiary water (recycled water) services through the treatment and distribution of non-potable water to the Scotts Valley Water District. Wastewater services are provided under the Public Works Department. Please refer to the Public Works section for a more detailed description of the department and the services it provides, including information about wastewater services.

Wastewater services are accounted for in a series of funds referred to as "Wastewater Enterprise Funds". A description of these funds and the activities that are included in them follows.

Wastewater Operations (#010)

This fund accounts for the majority of costs associated with the collection and treatment of wastewater from properties located in Scotts Valley. Wastewater fees are billed by the Finance Department and are recorded in this fund, from which these costs are paid.

Tertiary Operating (#011)

Costs directly associated with the treatment of tertiary water from the wastewater treatment plant are allocated and accounted for in this fund. The revenues generated through the sale of tertiary water to the Scotts Valley Water District (SVWD) are recorded in this fund.

Wastewater Capital Reserve Fund (#012)

Wastewater fees and charges collected in the Wastewater Operations (#010) fund are first used to pay for current operations. Excess funds are then transferred to the Wastewater Capital reserve fund in order to maintain the funds necessary to maintain the City's significant investment in infrastructure that supports its wastewater operations. Infrastructure investments such as sewer pipes and lift station, treatment plant facilities and related equipment are funded by a transfer out of the Capital Reserve fund.

The following projects have been identified for FY 2021-22 in the Five-Year CIP Plan:

- Wastewater Recovery Facility Master Plan (CIP #1) - \$50,000

- PLC Upgrades (CIP #2) – \$40,000
- Bar Screen #2 (CIP #4) - \$250,000
- Upgrade Tertiary Treatment Pumps (CIP #5) - \$265,000
- Aeration Basin System Upgrade (CIP #6) - \$250,000
- Dump Truck (CIP #8) - \$110,000
- Collection System Pipeline Upgrades (CIP #14) - \$200,000
- Collection System Inspection and monitoring Program (CIP #15) - \$100,000
- Citywide Network Infrastructure Upgrades (CIP #44) - \$40,000 (with \$145,000 in additional funding coming from the General CIP fund)

Wastewater Equipment Replacement Fund (#014)

The City has invested in equipment and vehicles that support the wastewater operations, and those costs are paid for in this fund. Funding for investment in equipment and fleet come from the Wastewater Capital Reserve Fund (#012). Accumulated reserves in this fund exist to pre-fund a portion of the investment in wastewater equipment.

TTP District Reserve (#015)

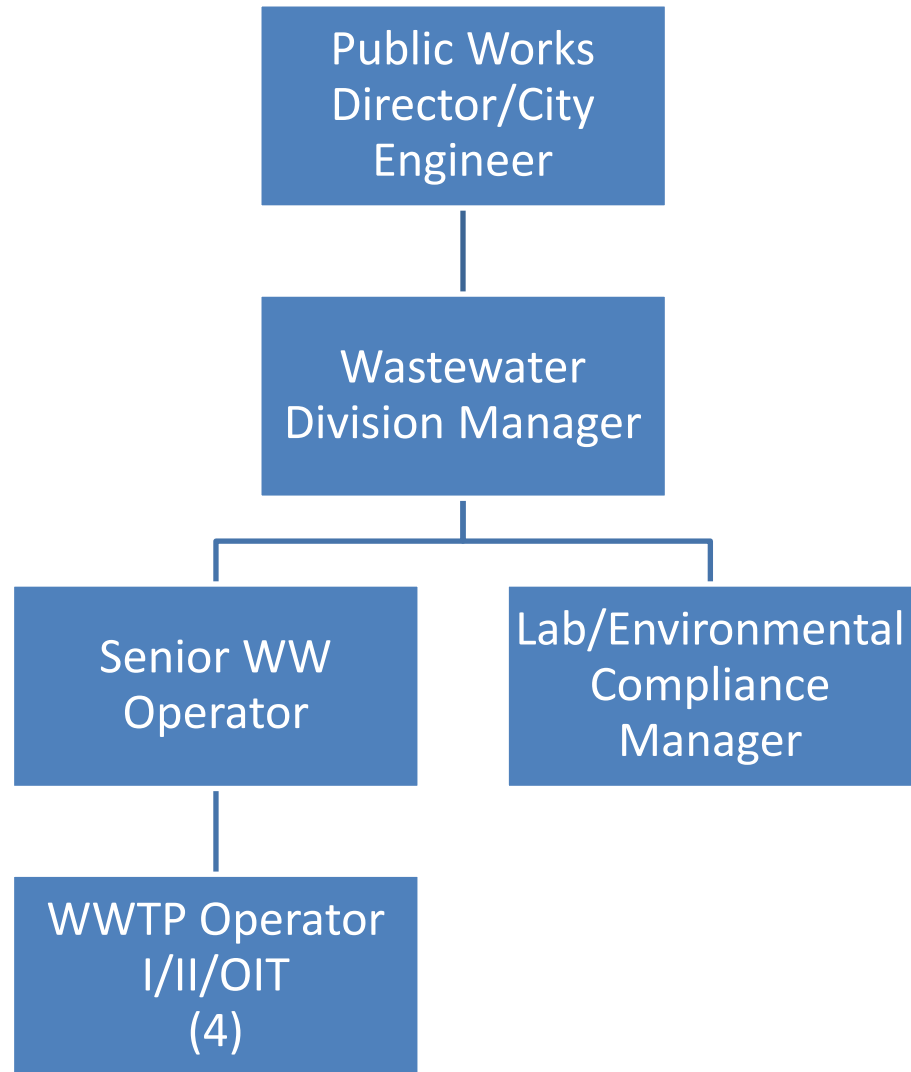
As part of the operation of the tertiary treatment facilities, the City entered into an agreement with Scotts Valley Water District to provide recycled water to the District. That agreement calls for a reserve account to be established from revenues generated by the City from SVWD tertiary water revenues to maintain the tertiary treatment equipment.

Restoration Plans from Impacts of COVID-19 Pandemic for FY 2021/22

The Wastewater Division plans to fill three positions that were held vacant during the COVID-19 pandemic in the FY 2021-22 budget.

Description	FY 2021/22 Costs
Wastewater Lab/Environmental Compliance Manager	\$215,000
Wastewater Operator I (two positions total)	\$260,000

Public Works – Wastewater Treatment Plant



CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

WASTEWATER FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
WASTEWATER OPERATIONS							
010.74.0000.101		SALARIES/WAGES - REGULAR	342,778	306,334	625,791	416,900	643,959
010.74.0000.102		SALARIES/WAGES - HOLIDAY	20,324	21,525	-	36,200	-
010.74.0000.103		SALARIES/WAGES - SICK LEAV	20,755	8,466	-	18,600	-
010.74.0000.104		SALARIES/WAGES - VACATION	29,410	25,881	-	19,900	10,345
010.74.0000.107		SALARIES/WAGES - TEMPORARY	-	40,169	-	9,800	-
010.74.0000.108		SALARIES/WAGES - C/T TAKEN	4,041	6,661	-	18,600	-
010.74.0000.109		SALARIES/WAGES - OVERTIME	34,543	40,232	30,000	42,000	30,000
010.74.0000.110	COVID-19 EXPENDITURES	SALARIES/WAGES - COVID19	-	4,567	-	3,380	-
010.74.0000.203		FICA	34,504	34,777	52,310	41,100	50,456
010.74.0000.204		RETIREMENT	443,384	(754,480)	220,380	167,000	222,517
010.74.0000.205		GROUP INSURANCE	171,632	136,242	191,659	180,800	257,568
010.74.0000.206		WORKERS' COMPENSATION	28,025	33,295	30,614	35,900	31,315
010.74.0000.208		UNIFORM ALLOWANCE	10,514	6,234	12,000	7,710	24,000
010.74.0000.212		OPEB TRUST SET-ASIDE	-	-	-	-	25,000
010.74.0000.301		OFFICE EXPENSE	3,810	5,828	4,000	4,290	4,000
010.74.0000.302		SPECIAL DEPARTMENT EXPENSE	143,703	173,980	150,000	155,700	150,000
010.74.0000.303		SMALL TOOLS & SUPPLIES	12,714	12,055	12,000	12,630	12,000
010.74.0000.305		ADVERTISING	585	-	-	-	-
010.74.0000.306		COMMUNICATIONS	7,921	11,226	9,000	11,980	9,000
010.74.0000.307		UTILITIES	351,257	345,033	365,000	352,600	365,000
010.74.0000.308		RENT & LEASE EXPENSE	8,110	2,032	-	-	2,000
010.74.0000.310		RECRUITMENT	384	1,212	-	2,080	1,200
010.74.0000.312		PROFESSIONAL/SPECIALIZED S	717	8,794	-	7,260	8,000
010.74.0000.313		OTHER CONTRACTUAL SERVICES	82,860	139,401	130,000	126,010	130,000
010.74.0000.314		INSURANCE & SURETY BONDS	48,122	3,315	-	-	104,352
010.74.0000.315		MEMBERSHIPS & DUES	1,522	730	3,000	1,200	3,000
010.74.0000.316		TRAVEL/CONFERENCES/MEETING	1,506	231	5,000	400	5,000
010.74.0000.320		LABORATORY	47,508	60,314	65,000	70,300	80,000
010.74.0000.322		TRAINING & EDUCATION	4,799	5,435	8,000	1,100	8,000

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

WASTEWATER FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	REVISED				
			ACTUAL 06-30-2019	ACTUAL 06-30-2020	BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
010.74.0000.349		MISCELLANEOUS	3,550	250	-	-	500
010.74.0000.401		MAINT OF BLDGS/STRUCT/GRND	8,302	6,872	8,000	47,010	41,000
010.74.0000.402		MAINT & OPERATION OF EQMT	87,858	219,106	100,000	50,770	200,000
010.74.0000.403		MAINT & OPERATION OF VEHIC	20,506	36,993	25,000	42,740	25,000
010.74.0000.505		MACHINERY & EQMT	5,229	8,538	-	-	10,000
010.74.0000.708		COST ALLOCATION	224,799	244,613	270,000	247,180	300,000
010.74.0000.904		IMPROVEMENTS O/T BLDGS-OTH	12,469	-	-	143,250	107,440
010.74.0000.905		MACHINERY & EQMT - OTHER	15,233	42,969	468,151	179,440	400,000
010.74.0000.907		ENGINEERING	-	-	213,757	-	213,757
010.74.0000.910		OFFICE EQMT & FURNITURE	-	-	-	9,020	-
010.74.0000.915		OTHER EQUIPMENT	2,953	-	-	7,630	5,000
010.74.4043.910	CITYWIDE PHONE REPLACEMENT	OFFICE EQMT & FURNITURE	-	-	38,800	500	53,327
010.74.4120.910	STORAGE AREA NETWORK INTERGR	OFFICE EQMT & FURNITURE	-	-	19,000	-	-
010.74.4404.910	CITYWIDE TECHNOLOGY UPDATE	OFFICE EQMT & FURNITURE	-	-	7,000	-	-
010.74.8019.303	COVID-19 EXPENDITURES	SMALL TOOLS & SUPPLIES	-	781	-	1,230	-
010.74.8020.109		SALARIES/WAGES - OVERTIME	-	-	-	420	-
010.74.8020.203		FICA	-	-	-	30	-
TOTALS			2,236,326	1,239,610	3,063,462	2,472,660	3,532,736

TERTIARY TREATMENT PLANT

011.90.0000.101	SALARIES/WAGES - REGULAR	15,442	6,600	28,000	5,600	-
011.90.0000.109	SALARIES/WAGES - OVERTIME	1,280	1,157	1,500	1,700	-
011.90.0000.203	FICA	1,276	593	2,257	600	-
011.90.0000.204	RETIREMENT	5,975	4,295	8,198	2,800	-
011.90.0000.302	SPECIAL DEPARTMENT EXPENSE	46,392	94,607	55,000	60,910	55,000
011.90.0000.303	SMALL TOOLS & SUPPLIES	210	1,749	300	1,520	1,500
011.90.0000.307	UTILITIES	69,362	62,297	62,000	54,130	62,000
011.90.0000.314	INSURANCE & SURETY BONDS	5,794	-	5,000	8,370	6,217
011.90.0000.320	LABORATORY	10,384	20,707	18,000	22,570	20,000
011.90.0000.402	MAINT & OPERATION OF EQMT	14,055	60,658	25,000	4,920	25,000

CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET

WASTEWATER FUNDS

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	REVISED				
			ACTUAL 06-30-2019	ACTUAL 06-30-2020	BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
011.90.0000.905		MACHINERY & EQUIPMENT	6,751	-	-	9,630	
TOTALS			176,922	252,662	205,255	172,750	169,717
WASTEWATER CAPITAL RESERVE							
012.90.0000.205		GROUP INSURANCE	63	-	-	-	-
012.90.0000.301		OFFICE EXPENSE	2,128	845	2,000	440	500
012.90.7402.313	MASTER PLAN	PROFESSIONAL SERVICES	-	-	-	-	50,000
012.90.7405.904	PLC	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	40,000
012.90.7410.904	BAR SCREEN #2	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	250,000
012.90.7412.904	AERATION BASIN	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	250,000
012.90.7414.904	COLLECTION SYSTEM PIPELINES	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	200,000
012.90.7416.904	COLLECTION SYSTEM INSPECTION	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	100,000
012.90.0000.905		MACHINERY & EQUIPMENT	62,998	278,996	-	6,830	-
012.90.0000.907		ENGINEERING	132,964	67,725	-	-	-
012.90.0000.908	DUMP TRUCK	VEHICLES	33,150	-	-	-	110,000
012.90.4404.910	CITYWIDE NETWORK	OTHER EQMT & FURNITURE	5,000	-	-	-	40,000
012.90.0000.999		INTERFUND TRANSFER OUT	2,391,586	306,588	-	-	-
TOTALS			2,627,888	654,154	2,000	7,270	1,040,500
WASTEWATER EQUIPMENT REPLACEMENT FUNDS							
014.90.0000.301		OFFICE EXPENSE	1,428	207	500	220	200
TOTALS			1,428	207	500	220	200
TTP DISTRICT RESERVE							
015.90.0000.301		OFFICE EXPENSE	38	39	40	50	50
015.90.9999.904	TERTIARY TREATMENT PUMPS	IMPROVEMENTS O/T BLDGS-OTH	-	-	-	-	265,000
TOTALS			38	39	40	50	265,050

Internal Service Fund Dental Self-Insurance Fund (#112)



An internal service fund is a fund used to track costs of services provided to other funds and operating departments on a cost reimbursement basis.

Under the provisions of various memoranda of understanding with employee bargaining groups, the City provides self-insured dental benefits to employees. The City provides reimbursement for employees and their dependents for documented dental expenses, with the first \$200 in expenses 100% reimbursed, the next \$500 in expenses 80% reimbursed, and the next \$1,000 in expenses 50% reimbursed, up to a maximum of \$1,100 in City contribution each calendar year.

The Dental Self-Insurance Fund (#112) was established as an internal service fund where costs of dental expenses are paid from the fund, and the costs for providing benefits to employees are allocated to their respective operating departments and funds where their salary and benefits are allocated.

**CITY OF SCOTTS VALLEY
PRELIMINARY FY 2021-22 ANNUAL BUDGET**

**INTERNAL SERVICE FUND
DENTAL INSURANCE**

FUND / ACCOUNT NUMBER	PROJECT DESCRIPTION	ACCOUNT DESCRIPTION	ACTUAL 06-30-2019	ACTUAL 06-30-2020	REVISED BUDGET FY 2020/21	PROJECTED FY 2020/21	REQUEST FY 2021/22
112.90.0000.205		GROUP INSURANCE	60,315	44,492	68,000	35,660	40,000
112.90.0000.301		OFFICE EXPENSE	67	54	70	70	70
TOTALS			60,382	44,546	68,070	35,730	40,070

Capital Improvement and Capital Purchase Program



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

The primary objective of the CIP is to develop and implement projects to ensure continued reliable delivery of service to meet the City's needs. The following is a summary of active projects to be managed during Fiscal Year 2021-22.

Projects Completed and Closed Out in FY 2020-21

- **Glenwood Drive Rehabilitation** (Measure D Funds)
- **Glenwood Open Space Preserve East Trails** (Measure D and General CIP Funds)
- **Skypark Restroom Improvements** (Parks Development Impact Fees Fund)

- **UV Disinfection System Evaluation** (Wastewater Capital Fund)
- **Recreation Building Window Replacement** *in progress* (General CIP Fund)
- **Vern Hart Fishing Park Improvements** *in progress* (CalOES Grant Fund)
- **Bluebonnet Sidewalk Improvement Project** *in progress* (RTC RSPTX Fund)
- **Skypark Turf and Pathway Improvements from CZU Lightning Complex Fire** *in progress* (Claim with State of California Department of General Services/CalFire)

Project Overview for FY 2021-22

The projects proposed for FY 2021-22 will enhance the safety and effectiveness of the City's wastewater treatment plant, implement improvements to the City roadways and sidewalk systems, comply with storm drain regulations, implement improvements to City parks and buildings to better conform to the requirements of the Americans with Disabilities Act (ADA), improve City library and

government facilities, and improve the City's information technology infrastructure. All the projects identified for FY 2021-22 are expected to have the necessary funding resources to complete.

A brief summary of the projects proposed for FY 2021-22 are as follows:

Wastewater

- **CIP #1 – Wastewater Recovery Facility Master Plan (\$50,000)** – initiate the master planning process for the City's wastewater treatment plant. This is the first of a three-year project.
- **CIP #2 – PLC Upgrade (\$40,000)** – update of the programmable logic controllers for monitoring at the treatment plant. This is the last of a three-year project.
- **CIP #4 – Bar Screen #2 (\$250,000)** – replace one of the existing bar screens at the treatment plant to remove untreatable debris from the system.
- **CIP #5 – Upgrade Tertiary Treatment Pumps (\$265,000)** – upgrades of the effluent pumps to meet compliance standards and recycled water production targets in future years. This is the first of a two-year project.
- **CIP #6 – Aeration Basin System Upgrade (\$250,000)** – install new valving to independently operate each basin of the aeration system. This is the first of a two-year project.
- **CIP #8 – Dump Truck (\$110,000)** – replace the existing heavy-duty dump truck support collection system operations.
- **CIP #14 – Collection System Pipeline Upgrades (\$200,000)** – multi-phase program to assess the condition and perform repairs to the collection system gravity mains.
- **CIP #15 – Collection System Inspection and Monitoring Program (\$100,000)** – start of an annual program to proactively inspect the City's 40 miles of wastewater collection mains.

Transportation

- **CIP #16 – Annual Street Maintenance/Resurfacing Program (\$275,000)** – annual street overlay program to address alligatoring, potholes, and traffic volume, funded based upon Council direction from the pavement management study conducted in 2017.
- **CIP #17 – Annual Street Maintenance Program (\$66,000)** – repair of existing streets, sidewalks and curb and gutters as needed.
- **CIP #18 – Bean Creek Road Pavement Rehabilitation (\$974,100)** – rehabilitate Bean Creek Road between Monteville and the City limits to address potholes and uneven pavement surfaces.
- **CIP #19 – Mt. Hermon Road Median Improvements (\$365,000)** – improve access management and pedestrian safety on Mt Hermon Road resulting from approved development projects.

Storm Drains

- **CIP #21 – Storm Drain Trash Capture System (\$125,000)** – install trash capture systems to comply with state law. This is the second year of a 5-year implementation plan.
- **CIP #22 – Storm Drain Master Plan Update (\$25,000)** – start the process of updating the City's storm drain master plan last updated in 1989.
- **CIP #23 – Pinecone Drive Draining Improvements (\$105,000)** – stormwater improvements on Pinecone Drive to relieve excessive storm water runoff.
- **CIP #24 – Sunridge Drive Stormwater Repair (\$62,500)** – repair existing culvert on Sunridge Drive from Green Hills Road & Highway 17 that flows to Carbonero Creek.

Parks

- **CIP #25 – Parks ADA Improvements Phase 1 (\$116,300)** – the final year of a five-year plan for accessibility improvements in City parks Improvements will include the Hocus Pocus parking lot and path of travel at Siltanen Park.
- **CIP #28 – Siltanen Family Swim Center Pool Resurfacing (\$15,000)** – substantial repair/replacement to the surface of the pool in Siltanen Park.
- **CIP #31 – Skypark Play Structure Equipment (\$223,000)** – partial improvements to the play structure equipment, which will include demolition and disposal of existing equipment, installation of geotextile fabric, new play structures in the toddler and 5-12 areas, shade structures, improved drinking fountains and a new playground surface.
- **CIP #34 – Skypark Tennis Area Improvements (\$50,000)** – new storage, new and enlarged parking area, shade structure, and picnic tables in the tennis court area along the Linear Trail.

General Facilities

- **CIP #36 – HVAC Replacement for City Hall and Police Department (\$300,000)** – replace and/or upgrade existing heating, ventilation and air conditioning units at City Hall and the Police Station.
- **CIP #37 – City Facility ADA Improvements Phase 1 (\$48,400)** – improvements per the City Access Audit & Transition Plan that will include improvements to doorways, restrooms, and exterior routes.
- **CIP #39 – Library Improvements (\$2,716,000)** – improvements to the Scotts Valley branch of the Santa Cruz County Library system funded by Measure S proceeds.

Police

- **CIP #43 – Police Department Locker Room (\$93,000)** – remodel of the existing locker room and the adjacent weight room to accommodate male and female officers.

Information Technology

- **CIP #45 – Citywide Network Infrastructure Updates (\$185,000)** – upgrades to network infrastructure including cabling, ethernet switches, wifi access points, and microwave point-to-point connectivity between buildings.

Five-Year Funding Analysis

Table B of the Five-Year CIP plan identifies available funding for the City's capital improvement plans. The funding sources for each project are based on available resources, projected future revenues and transfers and are presented based on each project's respective priority level. There are three projects totaling \$5.6 million for which funds are currently not identified, plus a fourth project (Active Transportation Plan) for which additional analysis is required in order to evaluate costs, priorities and timing. The Plan assumes transfers from the City's General Fund of \$3.3 million starting in FY 2023 to 2026 from repayment of the loan receivable from the former redevelopment agency to fund capital projects with no other funding sources.

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

Priority Level	Funded	Under- or Un-funded	Total
Priority A	\$ 13,657,000	\$ -	\$ 13,657,000
Priority B	\$ 3,473,700	\$ 3,074,500	\$ 6,548,200
Priority C	\$ 116,300	\$ 2,500,000	\$ 2,616,300
Totals	\$ 17,247,000	\$ 5,574,000	\$ 22,821,500

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

Priority A Projects

The analysis indicates that all scheduled Priority A projects have sufficient funding from their identified funding sources.

Priority B Projects

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

- **CIP #20 – Active Transportation Plan (Costs to be determined)** – the City Council approved an Active Transportation Plan (ATP) in March 2021 that includes recommendations for potential future improvements for walking and bicycling in Scotts Valley. A total of 70 projects were identified. The City will be studying the recommended projects to determine estimated costs, funding availability, prioritization and timing.
- **CIP #31 – Play Structure Equipment at Skypark (\$757,000)** – The play structure at Skypark will need to be replaced within the next five years. Proposition 68 funds were awarded that will allow for funding of \$178,000 of the project (plus an additional \$45,000 matching funds from the City's General CIP Fund). The remaining balance is unscheduled pending finding additional

revenue sources, including future grants or one-time General Fund revenue sources.

- **CIP #33 – Brook Knoll and Vine Hill Daycare Modular Improvements (\$2,317,500)** – the daycare modular for these two daycare facilities need replacement. The City has requested funding through Representative Anna Eshoo's office for the Vine Hill modular. Other funding sources might include other federal/state grants or one-time revenue sources. The City will need to determine future daycare service delivery methods to properly determine the nature and extent of repairs to these facilities.

Priority C Projects

The analysis indicates that all scheduled Priority C projects have sufficient funding from their identified funding sources. In addition, there is one unscheduled projects for which funding sources have not been identified:

- **Al Shugart Park Phase 3 & 4 Construction (\$2,500,000)** – the Al Shugart Park Master Plan was created in 2009 that incorporated four phases. Phases 3 and 4 which include significant new elements such as a dog park, restroom, parking lots, a bridge, and turf and picnic areas, do not have any identified funding sources. The creation of a parks master plan will inform what projects need to be completed at the park and their cost. The City will then identify funding needs and sources.

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 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

PROJECT PRIORITY CATEGORY¹: A

¹ Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements

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

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 CATEGORY¹: APROJECT 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
Installations and Programming

Complete
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 CATEGORY¹: APROJECT 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
Construction

Fall 2022
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 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

PROJECT PRIORITY CATEGORY¹: A

¹ Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements

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

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

TERTIARY TREATMENT PLANT UPGRADES

Funding	Funding Sources	
	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

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: A

¹ Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements

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

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 CATEGORY¹: 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 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 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

PROJECT PRIORITY CATEGORY¹: 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

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 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

PROJECT PRIORITY CATEGORY¹: 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

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 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

PROJECT PRIORITY CATEGORY¹: 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

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 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

PROJECT PRIORITY CATEGORY¹: 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

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 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

PROJECT PRIORITY CATEGORY¹: 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

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 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

PROJECT PRIORITY CATEGORY¹: 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

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	Inflation		Total
	Project Cost	Inflation %	Escalation	
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 CATEGORY¹: 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 CATEGORY¹: 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 CATEGORY¹: 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	Funding Sources			Total
	RMRA (SB 1)	Gas Tax	RTIP	
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

Expenditures	Expenditure Categories			Total
	Estimated Project Cost	Inflation %	Inflation Escalation	
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 CATEGORY¹: APROJECT 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	Funding Sources		
	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

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: A

¹ Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements

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

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

BEAN CREEK ROAD PAVEMENT REHABILITATION

Funding	Funding Sources		
	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

Expenditures	Expenditure Categories			
	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 CATEGORY¹: APROJECT DESCRIPTION:

Bean Creek Road, between Montevelle 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	Funding Sources		
	TM-DIF		Total
2021-2022	365,000	-	365,000
2022-2023	-	-	-
2023-2024	-	-	-
2024-2025	-	-	-
2025-2026	-	-	-
Total	365,000	-	365,000

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: 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

ACTIVE TRANSPORTATION PLAN

Funding	Funding Sources		
	Unknown		Total
2021-2022	-	-	-
2022-2023	-	-	-
2023-2024	-	-	-
2024-2025	-	-	-
2025-2026	-	-	-
Unscheduled	TBD		TBD
Total	-	-	-

Expenditures	Expenditure Categories			
	Estimated Project Cost	Inflation %	Inflation Escalation	Total
2021-2022	-		-	-
2022-2023	-	3%	-	-
2023-2024	-	6%	-	-
2024-2025	-	9%	-	-
2025-2026	-	12%	-	-
Unscheduled	TBD			TBD
Subtotal	-		-	-
Contingency 25%	-		-	-
Totals	-		-	-

PROJECT PRIORITY CATEGORY¹: BPROJECT DESCRIPTION:

In March 2021, the City Council approved an Active Transportation Plan (ATP) that provides recommendations for potential future improvements for walking and bicycling in Scotts Valley with the goal of making active transportation safer, easier and more comfortable for the City's residents.

A total of 70 projects were identified in the ATP that were prioritized based on criteria such as implementation, safety, community identified need, roadway type and connectivity and access. Each project will need to be analyzed and prioritized in terms of project timeline for implementation. Engineer's estimates will then need to be prepared for each project along with potential funding sources.

FUNDING SOURCES:

Funding sources to be determined based on project scope, timing, and funding sources available.

ESTIMATED PROJECT SCHEDULE:

To be determined

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	Funding Sources	
	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

Expenditures	Expenditure Categories			
	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 CATEGORY¹: APROJECT 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	Funding Sources	
	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

Expenditures	Expenditure Categories			
	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

Initial Study

Finalize Master Plan

Winter 2022

Spring/Summer 2022

Spring 2023

PROJECT PRIORITY CATEGORY¹: 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	Funding Sources		
	General CIP		Total
2021-2022	105,000	-	105,000
2022-2023	-	-	-
2023-2024	-	-	-
2024-2025	-	-	-
2025-2026	-	-	-
Total	105,000	-	105,000

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: 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

SUNRIDGE DRIVE STORMWATER REPAIR

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

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: 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

PARKS ADA IMPROVEMENTS – PHASE 1

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

Expenditures	Expenditure Categories			
	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 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.scottsvally.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

PROJECT PRIORITY CATEGORY¹: A

¹ Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements

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

CIP PROJECT DESCRIPTION FOR FIVE-YEAR FINANCIAL PLAN

PARKS ADA IMPROVEMENTS – PHASE 2

Funding	Funding Sources	
	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

Expenditures	Expenditure Categories			
	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 CATEGORY¹: A

¹ Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements

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

- 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 CATEGORY¹: APROJECT 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 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

PROJECT PRIORITY CATEGORY¹: 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

NEW LAWN MOWERS AND EQUIPMENT

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

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: 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

PARKS SYSTEM MASTER PLAN

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

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: 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

SKYPARK PLAY STRUCTURE EQUIPMENT

Funding	Funding Sources			
	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

Expenditures	Expenditure Categories			
	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 CATEGORY¹: BPROJECT 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	Funding Sources	
	Parks DIF	Total
2021-2022	-	-
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	520,000	520,000
Total	520,000	520,000

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

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

PROJECT PRIORITY CATEGORY¹: 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

BROOK KNOLL AND VINE HILL DAYCARE MODULAR IMPROVEMENTS

Funding	Funding Sources	
	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

Expenditures	Expenditure Categories			
	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 CATEGORY¹: BPROJECT DESCRIPTION:

This project will provide a substantial improvement to the

Brook Knoll and Vine Hill daycare modulares. The modulares 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	Funding Sources		
	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

Expenditures	Expenditure Categories			
	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 CATEGORY¹: CPROJECT 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
Construction

Spring 2022
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	Funding Sources	
	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

Expenditures	Expenditure Categories			
	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 CATEGORY¹: CPROJECT 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	Funding Sources	
	General Fund	Total
2021-2022	300,000	300,000
2022-2023	-	-
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Unscheduled	-	-
Total	300,000	300,000

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: A

¹ Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements

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

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 CATEGORY¹: APROJECT 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 CATEGORY¹: APROJECT 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	Funding Sources		
	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

Expenditures	Expenditure Categories			
	Estimated	Inflation		Total
	Project Cost	Inflation %	Escalation	
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 CATEGORY¹: APROJECT 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	Funding Sources	
	General CIP	Total
2021-2022	-	-
2022-2023	805,000	805,000
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	805,000	805,000

Expenditures	Expenditure Categories			Total
	Estimated Project Cost	Inflation %	Inflation Escalation	
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 CATEGORY¹: APROJECT 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	Funding Sources	
	General CIP	Total
2021-2022	-	-
2022-2023	-	-
2023-2024	318,000	318,000
2024-2025	-	-
2025-2026	-	-
Total	318,000	318,000

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: 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

PUBLIC WORKS EQUIPMENT STORAGE BUILDING REPLACEMENT

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

Expenditures	Expenditure Categories			
	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 CATEGORY¹: 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 CATEGORY¹: APROJECT 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	Total
2021-2022	-	-
2022-2023	66,300	66,300
2023-2024	-	-
2024-2025	-	-
2025-2026	-	-
Total	66,300	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 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

PROJECT PRIORITY CATEGORY¹: C

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	Funding Sources		
	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

Expenditures	Expenditure Categories			
	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 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

PROJECT PRIORITY CATEGORY¹: A

¹ Priority descriptions:

- Priority A – project is **essential/critical** to health and safety or legal/regulatory requirements

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

**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
20	Active Transportation Plan	B	Unknown	New	-	-	-	-	-	-	TBD	CIP
Total Transportation Projects					3,044,100	1,680,100	341,000	341,000	341,000	341,000	-	
Storm Drains												
21	Storm Drain Trash Capture System	A	CIP	Existing	593,800	125,000	125,000	125,000	218,800	-	-	CIP
22	Storm Drain Master Plan Update	B	SD DIF	Existing	100,000	25,000	75,000	-	-	-	-	CIP
23	Pinecone Drive Draining Improvements	B	CIP	New	105,000	105,000	-	-	-	-	-	CIP
24	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												
25	Parks ADA Improvements - Phase 1	A	Lennar	Existing	116,300	116,300	-	-	-	-	-	CIP
26	Parks ADA Improvements - Phase 2	A	Lennar	Existing	104,200	-	52,100	52,100	-	-	-	CIP
27	Senior Center ADA Improvements - Phase 2	A	CIP	Existing	74,000	-	74,000	-	-	-	-	CIP
28	Siltanen Family Swim Center Pool Resurfacing	B	CIP	Existing	15,000	15,000	-	-	-	-	-	CIP
29	New Lawn Mowers and Equipment	B	CIP	New	34,000	-	34,000	-	-	-	-	Equipment
30	Parks System Master Plan	B	Parks DIF	New	100,000	-	100,000	-	-	-	-	CIP
31	SkyPark Play Structure Equipment	B	P68; CIP;	Existing	980,000	223,000	-	-	-	-	757,000	Equipment
32	Hocus Pocus Park Play Structure Equipment	B	Parks DIF	Existing	520,000	-	-	-	-	520,000	-	Equipment
33	Brook Knoll and Vine Hill Daycare Modular Improvements	B	Unknown	Existing	2,317,500	-	-	-	-	-	2,317,500	CIP
34	SkyPark Tennis Area Improvements	C	Parks DIF;	Existing	50,000	50,000	-	-	-	-	-	CIP
35	AI Shugart Park Phase 1, 3 and 4 Construction	C	Lennar	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	

**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
General Facilities												
	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
42	Total General Facilities				4,555,800	3,064,400	977,200	318,000	196,200	-	-	
Police												
43	Police Department Locker Room	A	Police DIF	Existing	93,000	93,000	-	-	-	-	-	CIP
44	Police Department Armory	C	Police DIF	Existing	66,300	-	66,300	-	-	-	-	CIP
	Total Police Projects				159,300	93,000	66,300	-	-	-	-	
Information Technology												
45	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	51	86	88	89	155	268	306
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	Mt. Hermon Traffic Mitigation	Library DIF	Measure S - Library Facilities Authority	Library - County MOE Excess Distribution	Measure D - Sales Tax for Transportation	Prop 68 Grants	SLESF - COPS
	Available Reserve Balance - 7/1/2021		N/A	883,000	270,000	36,000	690,000	380,000	(44,000)	680,000	230,000	-	191,000	360,000	630,000	355,000	90,000	-	170,000
	Projected Revenues - 5 years		N/A	344,100	2,916,400	85,000	334,700	309,100	62,000	-	64,500	403,500	12,500	118,000	2,180,300	242,700	1,634,400	178,000	512,500
	Anticipated Financing Sources																		
	Projected Transfers In (Out) - 5 years (1)/(2)		(3,332,000)	3,332,000	-	-	-	-	-	-	-	-		-	-		-	-	-
	Available Funds for Projects		N/A	4,559,100	3,186,400	121,000	1,024,700	689,100	18,000	680,000	294,500	403,500	203,500	478,000	2,810,300	597,700	1,724,400	178,000	682,500
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		
21	Storm Drain Trash Capture System	Storm Drain		593,800															
25	Parks ADA Improvements - Phase 1	Parks								116,300									
26	Parks ADA Improvements - Phase 2	Parks								104,200									
27	Senior Center ADA Improvements - Phase 2	Parks		74,000															
36	HVAC Replacement for City Hall and Police Department	General Facilities	300,000																
37	City Facility ADA Improvements - Phase 1	General Facilities		73,400															
38	City Facility ADA Improvements - Phase 2	General Facilities		147,200															
39	Library Improvements	General Facilities													2,716,000				
40	Public Works Facility Improvements	General Facilities		805,000															
43	Police Department Locker Room	Police									93,000								
45	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				2,720,700	1,481,400	121,000	1,024,700	689,100	18,000	459,500	201,500	3,500	203,500	478,000	94,300	597,700	1,150,300	178,000	682,500

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	51	86	88	89	155	268	306
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	Mt. Hermon Traffic Mitigation	Library DIF	Measure S - Library Facilities Authority	Library - County MOE Excess Distribution	Measure D - Sales Tax for Transportation	Prop 68 Grants	SLESF - COPS
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												
20	Active Transportation Plan	Transportation																	
22	Storm Drain Master Plan Update	Storm Drain				100,000													
23	Pinecone Drive Draining Improvements	Storm Drain		105,000															
24	Sunridge Drive Stormwater Repair	Storm Drain		62,500															
28	Siltanen Family Swim Center Pool Resurfacing	Parks		15,000															
29	New Lawn Mowers and Equipment	Parks		34,000															
30	Parks System Master Plan	Parks						100,000											
31	SkyPark Play Structure Equipment	Parks		45,000														178,000	
32	Hocus Pocus Park Play Structure Equipment	Parks						520,000											
33	Brook Knoll and Vine Hill Daycare Modular Improvements	Parks																	
41	Public Works Quonset Hut Replacement	General Facilities		318,000															
42	Public Works Equipment Storage Building Replacement	General Facilities		196,200															
Total - Priority B Projects			-	775,700	-	100,000	365,000	620,000	-	-	-	-	-	-	-	-	-	178,000	-
Total Funds Available after Priority B Projects				1,945,000	1,481,400	21,000	659,700	69,100	18,000	459,500	201,500	3,500	203,500	478,000	94,300	597,700	1,150,300	-	682,500
Priority C Projects																			
34	SkyPark Tennis Area Improvements	Parks						30,000		20,000									
35	Al Shugart Park Phase 1, 3 and 4 Construction	Parks																	
44	Police Department Armory	Police									66,300								
Total - Priority C Projects			-	-	-	-	-	30,000	-	20,000	66,300	-	-	-	-	-	-	-	-
Total Funds Available after Priority C Projects				1,945,000	1,481,400	21,000	659,700	39,100	18,000	439,500	135,200	3,500	203,500	478,000	94,300	597,700	1,150,300	-	682,500
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	178,000	-

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
			315	10, 12, 14	12	15		
No.	Description	Category	Police Development Fees	Wastewater Capital	Wastewater Prop 1 Grant	Tertiary Treatment Plant	No Identified Funding Source	Totals
	Available Reserve Balance - 7/1/2021		70,000	4,297,000	-	32,000		
	Projected Revenues - 5 years		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		83,000	10,738,600	-	532,000	-	
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
21	Storm Drain Trash Capture System	Storm Drain						593,800
25	Parks ADA Improvements - Phase 1	Parks						116,300
26	Parks ADA Improvements - Phase 2	Parks						104,200
27	Senior Center ADA Improvements - Phase 2	Parks						74,000
36	HVAC Replacement for City Hall and Police Department	General Facilities						300,000
37	City Facility ADA Improvements - Phase 1	General Facilities						73,400
38	City Facility ADA Improvements - Phase 2	General Facilities						147,200
39	Library Improvements	General Facilities						2,716,000
40	Public Works Facility Improvements	General Facilities						805,000
43	Police Department Locker Room	Police						93,000
45	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			83,000	5,328,600	-	132,000	-	

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

Funding Availability

				Wastewater Funds			Unidentified	
			315	10, 12, 14	12	15		
No.	Description	Category	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
20	Active Transportation Plan	Transportation					TBD	-
22	Storm Drain Master Plan Update	Storm Drain						100,000
23	Pinecone Drive Draining Improvements	Storm Drain						105,000
24	Sunridge Drive Stormwater Repair	Storm Drain						62,500
28	Siltanen Family Swim Center Pool Resurfacing	Parks						15,000
29	New Lawn Mowers and Equipment	Parks						34,000
30	Parks System Master Plan	Parks						100,000
31	SkyPark Play Structure Equipment	Parks					757,000	980,000
32	Hocus Pocus Park Play Structure Equipment	Parks						520,000
33	Brook Knoll and Vine Hill Daycare Modular Improvements	Parks					2,317,500	2,317,500
41	Public Works Quonset Hut Replacement	General Facilities						318,000
42	Public Works Equipment Storage Building Replacement	General Facilities						196,200
Total - Priority B Projects			-	1,435,000	-	-	3,074,500	6,548,200
Total Funds Available after Priority B Projects			83,000	3,893,600	-	132,000	(3,074,500)	
Priority C Projects								
34	SkyPark Tennis Area Improvements	Parks						50,000
35	Al Shugart Park Phase 1, 3 and 4 Construction	Parks					2,500,000	2,500,000
44	Police Department Armory	Police						66,300
Total - Priority C Projects			-	-	-	-	2,500,000	2,616,300
Total Funds Available after Priority C Projects			83,000	3,893,600	-	132,000	(5,574,500)	
Total CIP Projects								
				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/regula
 - **Priority B** – project is **important** to maintaining health and safety or mainta
 - **Priority C** – project is **deferrable** and would only be implemented to the ex

Footnote:

(1) Transfer from General Fund to General CIP fund from FY 2022/23 to 2025 Successor Redevelopment Agency based on projected property taxes and

(2) Transfer from Wastewater Capital to Wastewater Tertiary Fund subject to tertiary water.

City of Scotts Valley
DRAFT: Strategic Goals Work Plan - FY 2021/22

No.	ELEMENT	OBJECTIVE	PROJECT DESCRIPTION	PROJECT LEADS	ESTIMATED TIMELINE	MILESTONES	RESOURCES NEEDED	ESTIMATED TOTAL COSTS	In FY 21/22 Budget	UNBUDGETED
1	ENSURE LONG-TERM FINANCIAL STABILITY	Strengthen Fiscal Sustainability Plan	Update long-range financial plan to determine if a fiscal gap exists and address any gap by updating FSP.	Budget Committee City Manager ASD	April 2021 - March 2022	Refine w/ FY2021-22 Budget and Mid-Year Review	Consultant support for FSP analysis.	\$26,250	\$0	\$26,250
2	ENSURE LONG-TERM FINANCIAL STABILITY	Strengthen Fiscal Sustainability Plan	Refine revenue options for hotel tax (TOT) or modernizing utility users tax (UUT).	Budget Committee City Manager ASD	October 2021 - June 2022	Model revenue options. Bring timely options to Council.	Polling to understand community priorities.	\$30,000	\$0	\$30,000
3	ENSURE LONG-TERM FINANCIAL STABILITY	Strengthen Fiscal Sustainability Plan	Implement annual fee schedule updates, (include Recreation), Update Development Impact Fees after General Plan is approved.	City Manager ASD Community Development	July 2021 - June 2022	Initiate development impact fee study. Develop fee revisions for Council action.	Consultant support for development impact fee study.	\$75,000	\$0	\$75,000
4	ENSURE LONG-TERM FINANCIAL STABILITY	Strengthen Fiscal Sustainability Plan	Pursue Federal, State, and Regional grant funding for operations, infrastructure, and community service enhancements.	City Manager All Departments	April 2021 - June 2022	Dedicate staff resources to identify and pursue grants.	Grant writing & Staff resources	\$25,000	\$0	\$25,000
5	ENCOURAGE BUSINESS DEVELOPMENT & EXPAND CITY'S ECONOMIC BASE	Complete the General Plan Update	Complete the General Plan Environmental Impact Report (EIR) and present for final adoption	Community Development City Manager	April 2021 - September 2021	Prepare EIR. Present final General Plan for adoption in the Fall of 2021.	Consultant support for EIR	\$20,000	Budgeted funds insufficient	\$20,000
6	ENCOURAGE BUSINESS DEVELOPMENT & EXPAND CITY'S ECONOMIC BASE	Facilitate the Development of the Town Center and New Businesses	Develop a grounded vision and actionable development plan for the Town Center and complementary land uses	Town Center Opportunity Committee City Manager Community Development	April 2021 - June 2022	Prepare project feasibility for potential development. Prepare TC development concepts. Support opening of new retail.	Potential economic analysis, conceptual drawings, studies, etc.	\$50,000	\$0	\$50,000
7	ENCOURAGE BUSINESS DEVELOPMENT & EXPAND CITY'S ECONOMIC BASE	Support Post-Pandemic Economic Recovery	With local and regional partners, provide ongoing support, coordination, and communications for the local business community	Local Business Recovery Committee City Manager	April 2021 - December 2021	Continue collaboration with Chamber of Commerce and regional partners. Assist to administer NDC revolving loan fund.	Potential program/support costs.	\$5,000	\$0	\$5,000
8	IMPLEMENT OPERATIONAL INITIATIVES TO ENHANCE CITY SERVICES	Improve City Technology	Implement immediate technology needs. Begin to develop a work plan to prioritize approaches to staffing, capital investments, and budgeting for information technology services	City Manager Management Team ASD	January 2022 - June 2022	Study and make recommendations to County on IT internal staffing. Prepare Citywide IT strategic and work plan with a budget.	Consultant support. Technology Purchases.	\$185,000	\$185,000	\$0
9	IMPLEMENT OPERATIONAL INITIATIVES TO ENHANCE CITY SERVICES	Improve City Technology	Procure and implement planning permitting software.	Community Development ASD	April 2021 - March 2022	With SB2 State grant funds, identify and procure an off-the-shelf permitting software system.	Consultant support. Implementation, training.	\$65,000	\$65,000	\$0

City of Scotts Valley
DRAFT: Strategic Goals Work Plan - FY 2021/22

No.	ELEMENT	OBJECTIVE	PROJECT DESCRIPTION	PROJECT LEADS	ESTIMATED TIMELINE	MILESTONES	RESOURCES NEEDED	ESTIMATED TOTAL COSTS	In FY 21/22 Budget	UNBUDGETED
10	IMPLEMENT OPERATIONAL INITIATIVES TO ENHANCE CITY SERVICES	Restore Organizational Strength and Capacity	Invent prudently in restoration of City staffing and resources for improved, efficient customer service	City Council City Manager Management Team	July 2021 - June 2022	With proposed budget, strategically restore staff positions and resources. Review needs and recommend investment at mid-year as appropriate	Unfreeze positions frozen due to COVID-19 (3). Add four new positions. Continue to assess and implement restoration of Recreation staffing and services.	\$495,000	\$495,000	\$0
11	IMPLEMENT OPERATIONAL INITIATIVES TO ENHANCE CITY SERVICES	Enhance Staff Professional Development and Promote Inclusive Workspace	Present trainings and professional development opportunities for staff and the City Council to increase skill, knowledge, abilities, and customer service and enhance City's efforts in diversity, equity, and inclusion.	City Council City Manager Management Team	April 2021 - June 2022	Identify regular training opportunities, promote and encourage attendance. Provide 3 annual all-staff meetings to encourage communication and connection. Review policies, provide trainings, and adapt practices with a lens toward diversity, equity, and inclusion.	Training resources.	\$20,000	\$10,000	\$10,000
12	MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS	Enhance Public Safety	Refine disaster preparedness policies, procedures, training, and community information for wildfire prevention and response and PSPS events in partnership with the Fire, Water, and School Districts, and CALFire	City Manager Police Public Works	April 2021 - December 2021	Review/revise EOC and wildfire plans. Develop action plan for 2021/22 vegetation maintenance. Refine communication plan for coordinated public announcements.	Support for additional plans, training, equipment, and vegetation management.	\$60,000	\$0	\$60,000
13	MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS	Enhance Public Safety	Create a bicycle patrol team for enhance patrol of open space, trail systems, and commercial districts	Police	April 2022 - June 2022	Establish program objectives and protocols. Finalize team members and assignments. Deploy and report on outcomes.	Equipment purchases.	\$20,000	\$0	\$20,000
14	MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS	Support Affordable and Work Force Housing	Complete the Accessory Dwelling Unit (ADU) Policy, Code, and Program Revisions	Community Development	April 2021 - December 2021	With SB2 State grant funds, obtain planning consultant support to draft code and program updates.	Consultant support.	\$30,000	\$30,000	\$0
15	MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS	Support Affordable and Work Force Housing	Adjust the City's Inclusionary Housing Boundary to match City limits	Community Development	January 2022- September 2022	Scope and prepare project Fall 2021. Secure specialty legal and consultant support Fall 2021. Launch project Jan 2022.	Specialty legal and consultant support.	\$90,000	\$30,000	\$60,000
16	MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS	Foster Balanced Development Standards	Conduct a review and revision of development standards Citywide	Community Development	January 2022- September 2023	Secure consultant planner support and develop review process	Consultant support.	\$500,000	\$0	\$500,000

City of Scotts Valley
DRAFT: Strategic Goals Work Plan - FY 2021/22

No.	ELEMENT	OBJECTIVE	PROJECT DESCRIPTION	PROJECT LEADS	ESTIMATED TIMELINE	MILESTONES	RESOURCES NEEDED	ESTIMATED TOTAL COSTS	In FY 21/22 Budget	UNBUDGETED
17	MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS	Foster Balanced Development Standards	Complete code and program revisions to implement Objective Design Standards for Mixed-Use Developments	Community Development	April 2021 - March 2022	With SB2 State grant funds, obtain planning consultant support to draft code and program updates.	Consultant support.	\$60,000	\$60,000	\$0
18	MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS	Complete Major Capital Planning and Projects	Complete Scotts Valley Branch Library renovations and complete major capital planning for the Public Works building, streets, and roads, public facilities, and parks.	City Manager Management Team Measure S Renovations Committee	April 2021 - June 2022	Complete Library renovations by 2021. Develop replacement options for the Public Works building. Develop CIP projects and work plan.	Consultant support for design, engineering, planning, and WWTP facility master plan.	\$6,959,300	\$6,959,300	\$0
19	MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS	Plan and Implement State Mandated Environmental Compliance Programs	Develop work plan and implement State mandated organic waste disposal (SB 1383) programs.	Public Works City Attorney City Manager Community Development	April 2021 - March 2022	Develop work plan and implement SB 1383 organic waste disposal program	Consultant support to prepare programs and community information.	\$239,950	\$239,950	\$0
20	MAINTAIN QUALITY OF LIFE FOR CITY RESIDENTS	Plan for Wastewater Management Facility Project	Develop process plan to study and vet the major capital overhaul of aging Wastewater Reclamation Facility	Public Works City Manager	April 2021 - June 2022	Assess options for facility replacement. Determine community process and technical engineering development.	Consultant support for design, engineering, planning.	\$50,000	\$50,000	\$0
							Total	\$9,005,500	\$8,124,250	\$881,250

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: May 19, 2021

TO: Honorable Mayor and City Council

FROM: Tina Friend, City Manager

SUBJECT: **ASSEMBLY BILL 1344, STATE DEPARTMENT OF PUBLIC HEALTH: NEEDLE AND SYRINGE EXCHANGE SERVICES**

SUMMARY OF ISSUE

At a recent City Council meeting, the City Council requested that staff agendaize a future discussion item to oppose Assembly Bill 1344, State Department of Public Health: Needle and Syringe Exchange Services.

Assembly Bill 1344, as amended, provides that needle exchange program application submissions, authorizations, and operations performed pursuant to the California Department of Public Health Clean Needle and Syringe Exchange Program are exempt from review under the California Environmental Quality Act (CEQA).

An earlier draft of the bill also exempted needle exchange programs from public nuisance claims, including for the illegal disposal of used needles and syringes. The League of California Cities opposed the earlier version of AB 1344 because it would have seriously eroded the ability for local governments to address any public health problems arising from exchange programs. As a result of strong opposition, the author removed the public nuisance exemption, and AB 1344 now simply exempts needle exchange program applications from CEQA. With these changes, the League of California Cities removed its opposition.

City staff seeks further guidance on whether the City Council would like to send a letter of opposition, given the change in the draft legislation removing the public nuisance claim exemption.

FISCAL IMPACT

Sending a letter of opposition will result in no fiscal impact.

STAFF RECOMMENDATION

Provide staff with direction on whether the City Council wishes to send a letter of opposition to AB 1344. If so, direct staff to draft a letter for Mayor Timm’s signature opposing AB 1344.

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
Assembly Committee on Natural Resources AB 1344 Analysis.....	3
League of California Cities letter removing opposition to AB 1344.....	9
League of California Cities letter opposing AB 1344	10

Date of Hearing: April 28, 2021

ASSEMBLY COMMITTEE ON NATURAL RESOURCES

Luz Rivas, Chair

AB 1344 (Arambula) – As Amended April 8, 2021

SUBJECT: State Department of Public Health: needle and syringe exchange services

SUMMARY: Establishes an exemption from the California Environmental Quality Act (CEQA) for needle and syringe exchange services, as specified.

EXISTING LAW:

- 1) Establishes the Clean Needle and Syringe Exchange Program (program) within the Department of Public Health (DPH) to provide a wide range of services, including providing sterile syringes, collecting use ones, and serving as a point of access to health education and other services for people who inject drugs.
- 2) Authorizes a needle exchange program to operate when authorized by DPH or any city, county, or city and county, as specified.
- 3) Requires an entity operating a needle exchange program to demonstrate to DPH that it will comply with specified minimum standards, including providing for the safe recovery and disposal of used syringes and sharps waste from all of its participants.
- 4) CEQA requires lead agencies with the principal responsibility for carrying out or approving a proposed project to prepare a negative declaration, mitigated negative declaration, or environmental impact report (EIR) for this action, unless the project is exempt from CEQA. (CEQA includes various statutory exemptions, as well as categorical exemptions in the CEQA Guidelines.)

THIS BILL:

- 1) Provides that needle exchange program application submissions, authorizations, and operations performed pursuant to the program are exempt from review under CEQA, and states that the exemption added to statute by the bill is intended to be declaratory of existing law.
- 2) Provides that the provisions of the program section amended by the bill are severable.

FISCAL EFFECT: Unknown

COMMENTS:

- 1) **Background.** CEQA provides a process for evaluating the environmental effects of applicable projects undertaken or approved by public agencies. If a project is not exempt from CEQA, an initial study is prepared to determine whether the project may have a significant effect on the environment. If the initial study shows that the project would not have a significant effect on the environment, the lead agency must prepare a negative declaration. If the initial study shows that the project may have a significant effect, the lead agency must prepare an EIR.

Generally, an EIR must accurately describe the proposed project, identify and analyze each significant environmental impact expected to result from the proposed project, identify mitigation measures to reduce those impacts to the extent feasible, and evaluate a range of reasonable alternatives to the proposed project. Prior to approving any project that has received environmental review, an agency must make certain findings. If mitigation measures are required or incorporated into a project, the agency must adopt a reporting or monitoring program to ensure compliance with those measures. CEQA includes various statutory exemptions, as well as categorical exemptions in the CEQA Guidelines.

Needle and syringe exchange programs (SEPs) reduce the spread of HIV, acute hepatitis C virus (HCV), and other blood-borne pathogen infections and are an effective component of comprehensive community-based prevention and intervention programs that provide additional services. These include vaccination, testing, linkage to infectious disease and substance use treatment, and access to and disposal of syringes and injection equipment.

SEPs have been operating in California since the late 1980s, providing sterile syringes, collecting used ones, and acting as a point of access to health education and help for people who inject drugs. California SEPs provide a wide range of services in addition to syringe exchange and disposal, including HIV and HCV testing, overdose prevention training, and referrals to drug treatment, housing, and mental health services. They operate in a variety of settings, including in health clinics, mobile vans, storefronts, and churches. Some offer street-based services in multiple locations, others offer services daily during standard business hours, and still others provide home delivery services.

AB 604 (Skinner, 2011) permitted DPH to authorize hypodermic needle and syringe services “in any location where the department determines that the conditions exist for the rapid spread of HIV, viral hepatitis, or any other potentially deadly or disabling infections that are spread through the sharing of used hypodermic needles and syringes.” Prior to AB 604, only local governments had the authority to establish syringe services programs.

This authority was made permanent in the 2018 budget bill (AB 1810). That bill provided that “[i]n order to reduce the spread of HIV infection, viral hepatitis, and other potentially deadly blood-borne infections, the State Department of Public Health may, notwithstanding any other law, authorize entities that provide [needle and syringe exchange] services...to apply for authorization” for such services “after consultation with the local health officer and local law enforcement leadership, and after a period of public comment...”.

DPH has authorized syringe services programs in 19 counties since 2011. These include programs offered by clinics, health departments and community-based organizations in Alameda, San Diego, Kern, Riverside, Santa Cruz, Humboldt, Sacramento, Inyo, El Dorado, Kings, Mono, Lake, Merced, Plumas, San Joaquin, Siskiyou and Yuba/Sutter counties.

Lawsuits have been filed against programs in Orange County, Butte County, and Santa Cruz, including CEQA claims. In the Orange County case, the court interpreted syringe services programs as “projects” subject to the CEQA because the program could not demonstrate that it collected all the syringes that it distributed. Subsequently that program was forced to shut down. Another program in Butte County has been forced to rescind its DPH-approved application in the face of similar litigation. Additionally, a similar lawsuit has been filed against a syringe service program in Santa Cruz in early 2021.

2) **Author's statement:**

SEPs are a cost effective strategy instituted to slow the spread of deadly and disabling conditions. They have a proven track record of reducing the transmission of many deadly diseases, including HIV and hepatitis C. Due to the pandemic, SEPs have expanded their services in the form of providing COVID education, PPE distribution, sharing information on access to housing and health services, and other vitally needed services. After consultation with local health and law enforcement agencies, and a period of public comment, these programs can be authorized by DPH. Unfortunately, in an effort to thwart sound public health policy, some attorneys have inappropriately weaponized CEQA against public health programs. This abuse of the intent of CEQA pits public health and environmental concerns inappropriately against each other and constitutes a very real threat to public health. AB 1344 is needed to protect these SEP harm reduction programs and reduce community spread of communicable diseases.

3) **CEQA litigation against SEPs.** On December 8, 2020, four residents of Santa Cruz County, organized under the organization name "Grant Park Neighborhood Association Advocates," (plaintiffs) filed a lawsuit in Sacramento Superior Court against DPH and the Harm Reduction Coalition of Santa Cruz County (HRCSCC), seeking to nullify DPH's authorization of HRCSCC's syringe services program. An initial hearing date has been scheduled for September 24, 2021.

The plaintiffs allege that DPH was in violation of CEQA when acting to authorize HRCSCC's program and that HRCSCC is a public nuisance pursuant to California Civil Code sections 3479 and 3480. The plaintiffs also raise several other matters in the complaint and seek relief from the court.

The plaintiffs' CEQA claim is that DPH was incorrect in its determination that HRCSCC's application to establish the program did not constitute a "project" pursuant to CEQA, but instead that a full environmental review was required. Plaintiffs argue that because of this, DPH's authorization of the HRCSCC SSP was unlawful and should be set aside.

The Santa Cruz lawsuit follows two previous suits filed against DPH and state-authorized programs in Orange (filed August 2018) and Butte (filed April 2020) counties. In the Orange County case, the court ruled in its initial statement of decision that the CEQA and public nuisance aspects of the complaint could proceed at trial, while rejecting several other causes of action. Soon after, and before a trial took place, the court issued a writ of mandate that (1) set aside DPH's authorization to operate a mobile syringe exchange program in Orange County through August 6, 2020, and (2) requires DPH to undertake a CEQA-compliant environmental review prior to authorizing any future mobile syringe program in Orange County.

The Butte County case was settled by stipulated agreement in October 2020 by the SEP agreeing to withdraw its application to DPH and cease providing syringe services. DPH agreed to complete an environmental review prior to authorizing a future SEP application in the county.

4) **SEPs could be shielded from CEQA litigation without eliminating environmental review entirely.** The three existing lawsuits against SEPs have included multiple non-CEQA claims, including nuisance, that are not cured by this bill. A prior version of the bill declared

that authorized SEP services, and consequences including improperly discarded syringes and needles, could not be considered a public nuisance. However, this nuisance provision was removed from the bill in the April 8 amendments, leaving only the CEQA exemption.

To the extent the CEQA claims center on the impact of discarded needles, the bill could instead provide that if a DPH-approved program meets the statutory requirements, and DPH guidelines, for safe recovery and disposal of used syringes and sharps waste from all of its participants, discarded needles shall not be considered a significant effect on the environment. This approach could be coupled with more robust requirements on DPH and local programs for monitoring and recovery of discarded needles, as well as findings regarding the overriding considerations related to SEP public health objectives.

REGISTERED SUPPORT / OPPOSITION:

Support

Access Support Network
 Affordable Homeless Housing Alternatives
 Alcohol Justice
 American Addiction Institute of Mind and Medicine/Harm Reduction Institute
 American Civil Liberties Union/Northern California/Southern California/San Diego
 and Imperial Counties
 Any Positive Change
 APLA Health
 Asian American Drug Abuse Program
 Being Alive - Los Angeles
 Berkeley Needle Exchange Emergency Distribution
 CA Bridge
 California Syringe Exchange Programs Coalition
 Courage California
 Desert Aids Project
 Drug Policy Alliance
 End Hep C SF
 Face to Face
 Fresno Needle Exchange Program
 GLIDE
 Harm Reduction Coalition
 Harm Reduction Coalition of Santa Cruz County
 Harm Reduction Services
 HIV Education and Prevention Project of Alameda County
 Homeless Health Care Los Angeles
 Homeless Persons Legal Assistance Project
 Inland Empire Harm Reduction
 Los Angeles LGBT Center
 Mendocino County Aids/Viral Hepatitis Network
 Next Harm Reduction
 Northern Valley Harm Reduction Coalition
 Safer Alternatives Thru Networking and Education (SANE)
 SafeRX Santa Cruz County

San Francisco Aids Foundation
Sierra Harm Reduction Coalition
SLO Bangers Syringe Exchange and Overdose Prevention
St. James Infirmary
Stonewall Alliance of Chico
The Los Angeles Trust for Children's Health
The Sidewalk Project
UCSF Alliance Health Project

Opposition

217 individuals
City of Santa Cruz Mayor Donna Meyers
Coastal Watershed Council
County of Butte
Valley Women's Club of San Lorenzo Valley

Analysis Prepared by: Lawrence Lingbloom / NAT. RES. /



April 9, 2021

The Honorable Jim Wood
Chair, Assembly Health Committee
State Capitol, Room 6005
Sacramento, CA 95814

RE: **AB 1344 (Arambula) State Department of Public Health. Needle and Syringe Exchange Services**
Notice of REMOVAL OF OPPOSITION *(As Amended 4/8/21)*

Dear Assembly Member Wood,

The League of California Cities (Cal Cities) writes to **remove our opposition** to AB 1344 (Arambula), concerning needle syringe exchange services based on the amendments taken on April 8, 2021, that strike the section related to public nuisance laws. Cal Cities is now **neutral** on this measure.

Cal Cities would like to thank Assembly Members Wood and Arambula, their staff, and the committee staff for working with us on this measure.

If you have any questions, do not hesitate to contact me at (916) 658-8218.

Sincerely,

A handwritten signature in blue ink that reads "Derek Dolfie".

Derek Dolfie
Legislative Representative

cc: The Honorable Joaquin Arambula
Members, Assembly Health Committee
Rosielyn Pulmano, Chief Consultant, Assembly Health Committee
Lawrence Lingbloom, Chief Consultant, Assembly Natural Resources Committee
Gino Folchi, Consultant, Assembly Republican Caucus
Kirstin Kolpitcke, Consultant, Assembly Republican Caucus



April 7, 2021

The Honorable Jim Wood
Chair, Assembly Health Committee
State Capitol, Room 6005
Sacramento, CA 95814

**RE: AB 1344 (Arambula) State Department of Public Health. Needle and Syringe Exchange Services
Notice of **OPPOSITION** (As Amended 3/16/21)**

Dear Assembly Member Wood,

The League of California Cities (Cal Cities) writes to respectfully **oppose** AB 1344 (Arambula), concerning needle syringe exchange services. Specifically, AB 1344 would exempt needle and syringe exchange services (services) from both the California Environmental Quality Act (CEQA) and from the state's public nuisance laws.

AB 1344, as currently drafted, would remove a strong tool that a city has to address potential adverse impacts these services could have on a community. Cities need to retain the ability to bring a public nuisance claim against problems that may arise from these services, such as the improper disposal of syringes or needles or cleanup services.

Cities do not want the authority to declare a state-licensed syringe exchange project (SEP) a "public nuisance" simply because the project exists. We trust the California Department of Public Health (Department) to evaluate the SEP's compliance with the operational requirements the Department has established. However, cities must have the authority to protect their residents and businesses from an SEP that is operating in a way that harms the health of the community. Cal Cities urges the Legislature to balance the authority of the state to license a needle exchange program to reduce the spread of HIV infection and blood borne hepatitis with the authority of cities and counties to protect their residents and businesses from the consequences of those programs, such as improperly discarded syringes or needles.

Additionally, this bill states that these changes are declaratory of existing law. This is simply false as the bill would make a significant change to existing law. We urge that this be stricken from the bill.

To be clear, Cal Cities is not speaking to the right of these services to operate when licensed by the state or any impacts these services may have to public health, our opposition is focused on the removal an important tool that cities use to uphold public safety in our communities when problems arise. Cities want to retain the tools they need to help mitigate and enforce against issues that could rise that affect public health and safety. Cal Cites strongly urges that amendments be taken to make clear that local governments can continue to bring public nuisance actions to uphold the public health and safety of their communities.

For these reasons, the Cal Cities **opposes** AB 1344. If you have any questions, do not hesitate to contact me at (916) 658-8218.

Sincerely,



Derek Dolfie
Legislative Representative

cc: The Honorable Joaquin Arambula
Members, Assembly Health Committee
Rosielyn Pulmano, Chief Consultant, Assembly Health Committee
Lawrence Lingbloom, Chief Consultant, Assembly Natural Resources Committee
Gino Folchi, Consultant, Assembly Republican Caucus
Kirstin Kolpitcke, Consultant, Assembly Republican Caucus