

**CITY OF WEST SACRAMENTO
 REGULAR MEETING OF THE WEST SACRAMENTO CITY COUNCIL AND
 WEST SACRAMENTO REDEVELOPMENT SUCCESSOR AGENCY & WEST SACRAMENTO FINANCING AUTHORITY
 APRIL 17, 2019 AGENDA**

Christopher L. Cabaldon, Mayor

Quirina Orozco, Mayor Pro Tem

Christopher T. Ledesma, Council Member

Aaron Laurel, City Manager

Jeffrey Mitchell, City Attorney

Martha Guerrero, Council Member

Beverly A. Sandeen, Council Member

6:00 PM Closed Session – See attached agenda

7:00 PM Pledge of Allegiance

The meeting will be held at City Hall, City Council Chambers, 1110 West Capitol Avenue, West Sacramento

Anyone wishing to address the Council, or any agenda item, should fill out the Request to Speak card and present it to the City Clerk prior to the completion of staff presentation. Items on the Consent Agenda will be considered in one motion and the card should be turned in prior to the first item on Consent.

GENERAL ADMINISTRATION FUNCTION – PART I

1A. PRESENTATIONS BY THE PUBLIC ON MATTERS NOT ON THE AGENDA WITHIN THE JURISDICTION OF THE COUNCIL.
 The Council is prohibited from discussing issues not on the agenda brought to them at this time. According to State Law (the Brown Act), items must first be noticed on the agenda before any discussion or action.

1B. COUNCIL COMMUNICATIONS / ASSIGNMENTS

- Align Capital Region ----- Cabaldon
- Bikeshare Policy Steering Committee ----- Cabaldon
- City/County 2x2 ----- Sandeen, Orozco
- City/School 2x2 ----- Orozco, Cabaldon
- Delta Protection Commission ----- Cabaldon; Alternate - Sandeen
- Executive Commission for the Homeless 10-Year Plan ----- Orozco
- EIFD Public Financing Authority ----- Ledesma, Cabaldon, Sandeen
- Greater Sacramento Economic Council Board ----- Cabaldon
- League of California Cities ----- Sandeen
- Local Agency Formation Commission ----- Alternate – Sandeen
- Mayors Commission on Climate Change ----- Ledesma
- Port District Commission ----- Ledesma, Sandeen, Cabaldon; Alternate - Orozco
- Regional Water Authority ----- Guerrero
- River City Regional Stadium Financing Authority ----- Cabaldon, Sandeen
- Riverfront Joint Powers Authority ----- Cabaldon, Ledesma; Alternate - Sandeen, Alternate - Vacant
- Sacramento Area Council of Governments (SACOG) ----- Cabaldon; Alternate - Ledesma
- Sacramento Regional County Sanitation District Board ----- Orozco; Alternate - Sandeen
- Streetcar Policy Steering Committee ----- Cabaldon, Ledesma; Alternate - Sandeen
- Water Resources Association ----- Guerrero
- West Sacramento Area Flood Control Agency JPA ----- Sandeen; Alternate - Ledesma
- West Sacramento Housing Development Corporation Liaison ----- Sandeen
- Yolo County Consolidated Redevelopment Successor Agency Oversight Board ----- Ledesma
- Yolo County Housing Authority ----- Sandeen
- Yolo County Transportation District ----- Ledesma; Alternate - Sandeen
- Yolo Habitat Conservancy ----- Guerrero; Alternate - Ledesma
- Yolo-Solano Air Quality Management District ----- Sandeen; Alternate – Guerrero
- Yolo Subbasin Sustainable Groundwater Agency ----- Guerrero

1C. COUNCIL APPOINTMENTS, REAPPOINTMENTS, REMOVALS TO/FROM CITY AND NON-CITY BOARDS AND COMMISSIONS
 Library Advisory Board

If you need special assistance to participate in this meeting, please contact the City Clerk's Office, 617-4500. Notification of at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting. Assisted listening devices are available at this meeting.

PRESENTATIONS

2. **CITY MANAGER'S OFFICE**
PRESENTATION OF PROCLAMATION DECLARING APRIL 2019 AS CHILD ABUSE PREVENTION MONTH. (BERLIN)
3. **CITY MANAGER'S OFFICE**
PRESENTATION OF PROCLAMATION RECOGNIZING THE 20TH ANNIVERSARY OF THE CALIFORNIA FUEL CELL PARTNERSHIP. (BERLIN)

CONSENT AGENDA

4. **ADMINISTRATIVE SERVICES/FINANCE**
CONSIDERATION OF ACCEPTANCE OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT AND RELATED DOCUMENTS FOR FISCAL YEAR ENDING JUNE 30, 2018. (RAPER)

Comment: Federal and State law require that the City prepare and publish an annual financial report. This year's reports were audited by Crowe, Inc., an independent public accounting firm.
5. **ADMINISTRATIVE SERVICES/FINANCE**
CONSIDERATION OF RESOLUTION 19-44 ADOPTED ON BEHALF OF THE CITY'S COMMUNITY FACILITIES DISTRICT "S" (PORT TOWNE SERVICES), PROPOSING AN AMENDMENT TO THE SPECIAL TAX FORMULA MAKING CERTAIN FINDINGS AND ESTABLISHING A PUBLIC HEARING. (RAPER)

Comment: Approval of Resolution 19-44, the Resolution of Intent to Amend Community Facility District "S" (Port Towne Services), will initiate the process for amending the special tax rate used for maintenance services.
6. **ADMINISTRATIVE SERVICES/FINANCE**
CONSIDERATION OF RESOLUTION 19-27 DECLARING INTENTION TO ANNEX TERRITORY TO COMMUNITY FACILITIES DISTRICT B (NEWPORT ESTATES) AND TO LEVY A SPECIAL TAX TO PAY FOR CERTAIN PUBLIC FACILITY SERVICES. (RAPER)

Comment: Approval of Resolution 19-27, the Resolution of Intent to annex the Newport Villas subdivision into Community Facility District "B" (Newport Estates Services), will initiate the process for creating a maintenance assessment district for the area.
7. **ADMINISTRATIVE SERVICES/FINANCE**
CONSIDERATION OF RESOLUTION 19-17 DECLARING INTENTION TO ESTABLISH A COMMUNITY FACILITY DISTRICT NO. 29 (PORT TOWNE INFRASTRUCTURE), TO LEVY A SPECIAL TAX AND INCUR BONDED INDEBTEDNESS TO PAY FOR CERTAIN PUBLIC FACILITIES. (RAPER)

Comment: Approval of Resolution 19-17, the Resolution of Intent to form Community Facility District "29" (Port Towne Infrastructure), will initiate the process for creating a capital facilities CFD in the Port Towne subdivision.
8. **ECONOMIC DEVELOPMENT & HOUSING**
CONSIDERATION OF REQUEST FOR AUTHORITY TO RECORD A DECLARATION OF ESTABLISHMENT OF CONDITIONS, COVENANTS, AND RESTRICTIONS ON CITY-OWNED PROPERTY PURSUANT TO UNITED STATES ARMY CORPS SECTION 408 PERMIT REQUIREMENTS ASSOCIATED WITH THE NEW DOCK AT RALEY'S LANDING PROJECT. (JACOBSON)

Comment: To satisfy the requirements of the United States Army Corps of Engineers (USACE) Section 408 Permit for construction and maintenance of the Dock Project, the USACE requires that conditions, covenants and restrictions be recorded on title for City property where the improvements are located. The only property associated with the project that is held in fee simple by the City is the walkway at the top of the levee.
9. **ECONOMIC DEVELOPMENT & HOUSING**
CONSIDERATION OF RESOLUTION 19-6 AMENDING THE DELEGATED AUTHORITY TO DISPOSE OF REAL PROPERTY LOCATED AT 500 JEFFERSON, AND RESOLUTION 19-7 MODIFYING THE CITY'S 2018-19 OPERATIONS & MAINTENANCE BUDGET. (JACOBSON)

Comment: Approval of Resolution 19-6 and Resolution 19-7 will amend the previously established sales price for City owned building at 500 Jefferson Boulevard to Yolo County.
10. **FIRE**
CONSIDERATION OF RESOLUTION 19-24 DECLARING LISTED LOTS A HAZARD AND SCHEDULING A PUBLIC HEARING TO CONSIDER OBJECTIONS TO WEED ABATEMENT. (HEILMANN)

Comment: The Weed Abatement Program is a proactive approach to reducing the risk of vegetation fires. This year the program provides for weed abatement by the contractor to commence on May 8. The total annual contract has historically been under \$30,000. This item adopts a resolution declaring the listed lots a hazard and sets a public hearing at the May 1, 2019 City Council meeting to consider objections to the proposed removal of weeds.

11. **PARKS & RECREATION**
CONSIDERATION AND APPROVAL OF AMENDED AND RESTATED CONCESSIONAIRE AGREEMENT WITH KLETTERWALD HERITAGE OAKS, LLC FOR DEVELOPMENT AND USE OF THE HERITAGE OAKS PARK PROPERTY. (MICHEL)
- Comment:** The Heritage Oaks Park site consists of 9.1 acres located at 1300 Lake Washington Boulevard as part of the Newport Estates Unit 10 map approved by Council in July 2015. The City accepted the site as park land on June 15, 2016. On January 17, 2018, the City Council approved a Concessionaire Agreement with Kletterwald USA, LLC, for lease and development of a portion of the Heritage Oaks Park property in an effort to advance public park site improvements and provide the community with a unique treetop adventure course recreation opportunity.
12. **PARKS & RECREATION**
CONSIDERATION AND AWARD OF A CONTRACT TO BLUE TENT FARMS FOR VEGETATION MANAGEMENT SERVICES IN OPEN SPACE, PARK SITES, PORT PROPERTIES AND WATER TREATMENT PLANT AREAS. (MICHEL)
- Comment:** Over the past four years, Blue Tent Farms has conducted vegetation management services for the City and has performed at a very high level. Goat grazing is an environmentally-friendly, cost-efficient approach to vegetation management, especially on heavily-treed properties with uneven terrain. Areas in the City such as the riverfront, canals, levees, and other open spaces are difficult to access and cannot accommodate typical maintenance equipment.
13. **CITY MANAGER/CITY CLERK**
CONSIDERATION OF APPROVAL OF THE MINUTES OF THE APRIL 5, 2019 REGULAR CITY COUNCIL MEETING. (RANKIN)

REGULAR AGENDA

14. **COMMUNITY DEVELOPMENT/DEVELOPMENT ENGINEERING**
PRESENTATION AND DISCUSSION OF THE STATUS OF THE STORM DRAINAGE AND STORMWATER MASTER PLAN UPDATE. (HAMILTON)
- Comment:** This report and associated presentation will solicit Council's input on several factors for modeling and update the Council on staff's progress towards the first City-wide master plan for storm drainage and stormwater.
- Recommendation:** Staff respectfully recommends that the City Council receive the presentation and provide comments and directions to staff regarding the on-going Storm Drainage and Stormwater Master Plan Update.
15. **PARKS & RECREATION**
CONSIDERATION OF RESOLUTION 19-23 APPROVING THE 2019 PARKS, RECREATION AND OPEN SPACE MASTER PLAN AND RELATED ACTIONS. (MICHEL)
- Comment:** In 2017, the City of West Sacramento launched an update to its Parks, Recreation and Open Space Master Plan (Master Plan Update). Over the past year, multiple workshops have been conducted on the Master Plan that included: sharing information received from data collection, community surveys, stakeholder meetings and feedback received on the project website; review of the City's Level of Service standards based on the General Plan 2035 targets and existing and future planned parks and recreation facilities; developing the 10-year Capital Improvement Plan (CIP) and funding strategies to support implementation of the CIP; and completion of an environmental analysis on components of the Master Plan to support its implementation.
- Recommendation:** Staff respectfully recommends that the City Council: 1) Certify that on November 16, 2016, the City Council certified the General Plan 2035 Environmental Impact Report (EIR) and that a technical memorandum has been prepared in order to fully analyze any potential impacts associated with the Central Park Projects included in the 2019 Parks, Recreation and Open Space Master Plan. Based on the analysis presented in the technical memorandum the proposed project is within the scope of the EIR prepared for the General Plan 2035, and no new or substantially more adverse impacts would occur through implementation of the proposed project. As a result, no new environmental document is required, consistent with State CEQA Guidelines Section 15162 and 15168(c)(2); 2) Adopt Resolution 19-23, approving the 2019 Parks, Recreation and Open Space Master Plan; and 3) Grant interim authority to the City Manager to give credit against the park impact fees for a previous structure of similar use on the same lot that was lawfully demolished within five years of the building permit issuance for a new structure.

16. **PUBLIC WORKS/TRANSPORTATION**

WORKSHOP ON THE DRAFT CONTRACT EXTENSION WITH NOMAD TRANSIT LLC, A WHOLLY OWNED SUBSIDIARY OF VIA TRANSPORTATION, INC., OPERATIONAL OF THE WEST SACRAMENTO ON-DEMAND RIDESHARE PROGRAM THROUGH FISCAL YEAR 2019. (ANBIAH)

Comment: The West Sacramento On-Demand Rideshare service is an innovative public transportation model launched by the City as an early action item of the broader Mobility Action Plan (MAP). The initial Pilot year of service has been operated by NoMad Transit LCC, a wholly owned subsidiary of Via Transportation Inc., per a contract awarded January 17, 2018. The Pilot contract will terminate on May 13, 2019, unless the City Council elects to extend the contract. On February 20, 2019, City Council provided workshop feedback to guide the development of a Year 2 Service proposal. Per Council direction, staff has refined a Contract Extension option with expanded hours and additional vehicles to support continual growth in demand for the service through Fiscal Year 2019 (June 30, 2020). A draft contract, service plan, and budget approach are submitted to City Council at this time to solicit comments and direction to inform a final Contract Extension option and budget allocation request, which staff intends to submit for City Council consideration on May 1, 2019, unless otherwise directed.

Recommendation: Staff respectfully recommends that the City Council provide feedback on the proposed contract extension, service plan and budget approach to continue the West Sacramento On-Demand Rideshare Program through FY 2019 and direct staff to return May 1, 2019, with a final contract extension for Council consideration.

ADMINISTRATIVE FUNCTION – PART II

17. A. Council Calendar
B. City Manager Report
C. City Attorney Report
D. Staff Direction from City Council Members
E. Future Agenda Item Requests by Council
F. Adjourn

**CITY OF WEST SACRAMENTO
REGULAR MEETING OF THE WEST SACRAMENTO CITY COUNCIL AND
WEST SACRAMENTO REDEVELOPMENT SUCCESSOR AGENCY & WEST SACRAMENTO FINANCING AUTHORITY
APRIL 17, 2019 CLOSED SESSION AGENDA**

Christopher L. Cabaldon, Mayor

Quirina Orozco, Mayor Pro Tem
Christopher T. Ledesma, Council Member

Martha Guerrero, Council Member
Beverly A. Sandeen, Council Member

Aaron Laurel, City Manager
Jeffrey Mitchell, City Attorney

6:00 PM Call to Order

1. CITY ATTORNEY

Conference with Legal Counsel – Significant Exposure to Litigation - GC §54956.9(b): 1

2. CITY ATTORNEY

Conference with Legal Counsel - GC §54956.9

Name of Case: People's Vanguard of Davis v. City of West Sacramento – Case # PT19-238

3. CITY ATTORNEY

Conference with Legal Counsel – GC §54956.9(b) – Threat of Litigation contained in October 10, 2018 letter from Scott Rafferty

4. CITY ATTORNEY

Conference with Legal Counsel – Initiation of Litigation - GC §54956.9(c): 149 Potential Cases

5. CITY ATTORNEY

Conference with Real Property Negotiator – GC §54956.8

Negotiating Parties: Katie Yancey, Katy Jacobson, Ryan Sadowy, and Gregg Harrington

Property: APN's 058-320-045 and 058-320-060

Under Negotiation: Price and Terms

I, Kryss Rankin, City Clerk, declare under penalty of perjury that the foregoing agenda for the April 17, 2019 regular and closed session meetings of the West Sacramento City Council, Redevelopment Successor Agency and Financing Authority was posted April 12, 2019 in the office of the City Clerk, 1110 West Capitol Avenue, West Sacramento, CA and was available for public review.




Kryss Rankin, City Clerk

NOTE: If you challenge the nature of a proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

All public materials related to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 1110 West Capitol Avenue during normal business hours. Any document provided at the meeting by staff will also be available to the public. Any document provided at the meeting by the public will be available the next business day following the meeting.

City Council meetings are broadcast live on AT&T Channel 99 and Wave Cable Channel 20, and rerun the next day at 12:00 pm and the following Saturday at 6:00 pm. The agenda and agenda reports are also available on the City's website at www.cityofwestsacramento.org.

MEETING DATE: April 17, 2019		ITEM # <i>2</i>	
SUBJECT: PRESENTATION OF PROCLAMATION DECLARING APRIL 2019 AS CHILD ABUSE PREVENTION MONTH			
INITIATED OR REQUESTED BY: <input checked="" type="checkbox"/> Council <input type="checkbox"/> Staff <input type="checkbox"/> Other		REPORT COORDINATED OR PREPARED BY: Paul Hosley, Communications and Media Officer  Amanda Berlin, Assistant City Manager	
ATTACHMENT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Information	<input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action

OBJECTIVE

To provide awareness about the need to support children, families and the programs that serve them so that children may live and grow up in a healthy, safe and supportive environment.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council adopt a proclamation declaring April 2019 as Child Abuse Prevention Month.

BACKGROUND

Children are often the victims of abuse and neglect because parents and families are ill-equipped to provide a nurturing environment. Often, parents of children who are abused and neglected suffered similarly when they were growing up. The generational continuity of such abuse can only be stopped through awareness, education and support. A committed and coordinated effort by individuals, policy makers, child and educational professionals can help to provide children the opportunity to grow and thrive in a healthy environment.

California counties share this dedication to the good health, school readiness, and general wellbeing of our children, who cannot vote, lobby or advocate, and are dependent on the adults of today for their well-being.

West Sacramento has shown its commitment to children through its numerous programs and partnerships. The City is a member of the Yolo County Children's Alliance and is a primary supporter of the Universal Preschool for West Sacramento Program.

ANALYSIS

Adoption of this proclamation will further signify the City's commitment to child abuse prevention and the Yolo County Children's Alliance program, the Child Abuse Prevention Council of Yolo County.

Environmental Considerations

N/A

Commission Recommendation

N/A

Strategic Plan Integration

Adoption of this proclamation supports the City's vision to have our residents feel safe and secure.

Alternatives

N/A

Coordination and Review

City staff coordinated this effort with Yolo County.

Budget/Cost Impact

N/A

ATTACHMENT

Proclamation

PROCLAMATION
OF THE CITY COUNCIL OF THE CITY WEST SACRAMENTO
DECLARING APRIL 2019 AS CHILD ABUSE PREVENTION MONTH

WHEREAS, child abuse and neglect continue to pose serious threats to our nation's children;
and

WHEREAS, Adverse Childhood Experiences (ACEs), such as physical, emotional, and sexual child abuse, neglect, and parental stress or illness, can have short- and long-term outcomes, including a multitude of health and social problems; and early evidence-based prevention and intervention efforts are less costly than trying to fix the adverse effects of child maltreatment, both in human and financial terms; and

WHEREAS, in 2017, according to the California Child Welfare Indicators Project, 604 children in Yolo County were found to be victims of abuse and neglect; and

WHEREAS, preventing child abuse and neglect is a community issue, and we all have a responsibility to nurture and protect our children and help ensure they become healthy and productive adults; and

WHEREAS, the Child Abuse Prevention Council (CAPC) of Yolo County, a Yolo County Children's Alliance (YCCA) program, coordinates the community's efforts to prevent and respond to child abuse and neglect and has members from Child Welfare Services, the criminal justice system, prevention and treatment services, and the larger community; and

WHEREAS, the people of Yolo County are encouraged to strengthen families and support child abuse prevention activities in their communities, specifically through this year's CAPC and YCCA child abuse prevention campaign, which is called *Nurturing Children During Times of Stress* and helps parents learn how to protect children from intense stress and promote resilience; and

WHEREAS, in Yolo County over 20 agencies and community organizations are collaborating in their efforts to prevent child abuse and neglect through the YCCA Yolo Family Strengthening Network; and

WHEREAS, providing community-based prevention services can strengthen families and reduce the likelihood of child abuse and neglect. YCCA family strengthening programs include evidence-based home visiting, Family Resource Centers, safety net services, parenting classes and education, developmental screening, subsidized child care, and Volunteer Income Tax Assistance program (VITA), which brings money back into the hands of families.


NOW, THEREFORE, BE IT PROCLAIMED that the West Sacramento City Council hereby recognizes the month of April 2019 as "Child Abuse Prevention Month."

PROCLAIMED this 17th day of April 2019.

ATTEST:

Christopher L. Cabaldon, Mayor

Kryss Rankin, City Clerk

MEETING DATE: April 17, 2019		ITEM # 3	
SUBJECT: PRESENTATION OF PROCLAMATION RECOGNIZING THE 20 TH ANNIVERSARY OF THE CALIFORNIA FUEL PARTNERSHIP			
INITIATED OR REQUESTED BY: <input checked="" type="checkbox"/> Council <input type="checkbox"/> Staff <input type="checkbox"/> Other		REPORT COORDINATED OR PREPARED BY: Paul Hosley, Communications and Media Officer  Amanda Berlin, Assistant City Manager	
ATTACHMENT <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Information	<input type="checkbox"/> Direction	<input checked="" type="checkbox"/> Action

OBJECTIVE

To celebrate the California Fuel Cell Partnership established in 1999, and to highlight this clean energy and zero emission option for vehicles of all types and sizes.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council adopt a proclamation recognizing the 20th anniversary of the California Fuel Cell Partnership.

BACKGROUND

The California Fuel Cell Partnership was created in April, 1999 by public and private sectors to commercialize fuel cell electric vehicles and hydrogen fueling.

The California Fuel Partnership is headquartered in West Sacramento at 3300 Industrial Blvd. where the facility is regularly visited by international delegations of government and private industry to learn how California is supporting fuel cell electric vehicles and hydrogen infrastructure.

This West Sacramento location is convenient for scientists from UC campuses at Davis, Berkeley, Irvine and California State University Los Angeles, which have all contributed to the work of the California Fuel Partnership.

Linde Hydrogen Fuel filling station opened on December 10, 2014 at 1515 S River Road in West Sacramento, one of only three such facilities in the Sacramento region.

ANALYSIS

Adoption of the proclamation recognizing the 20th anniversary of the California Fuel Cell Partnership will further signify the City's commitment to the California Fuel Cell Partnership's mission to provide cleaner energy and zero emission transportation.

Environmental Considerations

N/A

Commission Recommendation

N/A

Strategic Plan Integration

Adoption of this proclamation supports the City's position as a regional leader in alternative transportation modes and innovation.

Alternatives

N/A

Coordination and Review

City staff coordinated this effort with the California Fuel Cell Partnership.

Budget/Cost Impact

N/A

ATTACHMENT

Proclamation

PROCLAMATION
OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
RECOGNIZING THE 20TH ANNIVERSARY OF THE CALIFORNIA FUEL CELL PARTNERSHIP

WHEREAS, The California Fuel Cell Partnership was created in April 1999 by public and private sectors to commercialize fuel cell electric vehicles and hydrogen fueling and has remained headquartered in West Sacramento and vital to the development of zero-emission vehicle technology and related technology, and

WHEREAS, fuel cell electric vehicles of all types and sizes operate on California roads, and are fueled by hydrogen from the tank and oxygen from air, and are already twice as clean as conventional vehicles, and

WHEREAS, these passenger cars have EPA-verified ranges of 312 to 380 miles, filling up in three-to-five minutes at one of many hydrogen stations in a growing network developed, built and operated by many CaFCP members, and

WHEREAS, California has 18 years and millions of miles of experience with fuel cell electric buses, with more than 30 buses in operation, powered by the fuel cell technology and systems of CaFCP members, among others, and

WHEREAS, California has the first demonstrations of heavy-duty fuel cell electric trucks in North America with more expected from manufacturers, and CaFCP's members and their understanding of issues have been enriched by the interaction of private and public sector, and

WHEREAS, the research of university members, including the University of California campuses of Berkeley, Davis and Irvine, and California State University Los Angeles, has contributed to the foundational work of CaFCP, and

WHEREAS, the CaFCP headquarters is regularly visited by international delegations of government, private industry and academia that seek to learn how California is supporting FCEVs and hydrogen infrastructure, and

WHEREAS, CaFCP's members have helped shape local, state and federal policy to help commercialize fuel cell electric vehicle technology, and educate dignitaries, the public, firefighters and emergency responders, policy makers and others.

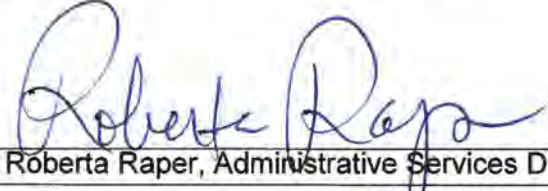
NOW, THEREFORE, BE IT PROCLAIMED that the City Council of the City of West Sacramento does hereby congratulate the California Fuel Cell Partnership on its 20 years of service to California, the U.S. and the world, and congratulate its diverse members for their leadership and collaborative efforts to further fuel cell electric vehicle technology, hydrogen fueling infrastructure and related policy, and their contributions in helping reduce greenhouse gas emissions and pollutants.

PROCLAIMED this 17th day of April 2019.

ATTEST:

Christopher L. Cabaldon, Mayor

Kryss Rankin, City Clerk

MEETING DATE: April 17, 2019		ITEM # 4	
SUBJECT: CONSIDERATION OF ACCEPTANCE OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT AND RELATED DOCUMENTS FOR FISCAL YEAR ENDING JUNE 30, 2018			
INITIATED OR REQUESTED BY:		REPORT COORDINATED OR PREPARED BY:	
<input type="checkbox"/> Council <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other		 Roberta Raper, Administrative Services Director	
ATTACHMENT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Information	<input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action

OBJECTIVE

The purpose of this report is to provide the final audited Comprehensive Annual Financial Reports (CAFR) and related documents to City Council.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council accept the Comprehensive Annual Financial Report, Single Audit, and Appropriations Limit Report for fiscal year ending June 30, 2018.

BACKGROUND

Government Code Sections 37208, 40804 and 53891 and various other federal and state regulations provide that the City prepare and publish annual audited financial statements. This year's financial statements were audited by Crowe, LLC., an independent public accounting firm. The reports have been distributed to other agencies as provided by law.

ANALYSIS

Comprehensive Annual Financial Report (CAFR) The auditor's opinion is that our CAFR presents fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of West Sacramento, California, as of June 30, 2018. In addition to the respective changes in financial position and cash flows, the respective budgetary comparisons for the general fund and the major special revenue funds for the year ended in conformity with accounting principles generally accepted in the United States of America.

Single Audit and Compliance Reports. As a condition to receiving federal and/or selected state financial assistance, the City is required to have a Single Audit Report. This report focuses on compliance with requirements described in the U.S. Office of Management and Budget Compliance Supplement and requirements described in the city's Internal Control. This report was due on March 31, 2019 and was completed and filed with the regulatory agency. As the audit result, there was one reportable item related to the city's internal control over compliance and one reportable item related to the compliance with the receipt of Federal Awards as set forth in the Uniform Guidance.

Finding 2018-001 refers to a significant deficiency in the information system controls which resulted in one Finance Division employee having "super-user" access at the time of the audit. The deficiency is that the Administrative Services Department did not have a process in place to request and confirm security set-up in the financial system or to audit users and their assigned security roles, or changes to those security roles, to ensure that every user has only the access they need to do the work they are required to perform. Staff is working on developing a process and policy related to financial system user security and regular audits of that security to close this gap in internal controls identified by the auditors. It is important to note that while this employee had "super-user" access, she did not have the additional application necessary to add or delete users or to change security settings for any user, mitigating much of the risk inherent in this deficiency.

Finding 2018-002 refers to a significant deficiency in the City's purchasing policy as the policy has not been updated to reference the appropriate Federal compliance requirements in the Uniform Guidance. This finding was expected, and the City has contracted with Capital Edge Consultants, experts in federal procurement, contracting and grants management, to develop an updated procurement and contracting policy that is fully compliant with the Uniform Guidance. This update is currently underway, and the proposed policy will be brought to City Council for approval before the end of this fiscal year.

Of all the known and likely misstatements identified during the audit, other than those that are trivial, Management did correct all such misstatements. There were 7 audit adjustments related to the West Sacramento Flood Control Agency due to the change of one debt refunding schedule and recording of the contribution from the City. Other adjustments were related to the accrual of expenses of the Streetcar project, one acquisition of Port property, as well as the reversal of the deferred liability on the wastewater plant decommissioning costs.

Appropriations Limit. California law requires the City to have a CPA perform certain agreed-upon procedures to the Appropriations Limit under American Institute of Certified Public Accountants attestation standards. Based upon the application of these procedures, the auditors found that nothing came to their attention that caused them to believe that the Appropriations Limit was not computed in accordance with Article XIII B of the California Constitution.

Environmental Considerations

Not applicable

Commission Recommendation

Not applicable

Strategic Plan Integration

These actions support the City's mission to provide a City government that is financially sound.

Alternatives

Not applicable

Coordination and Review

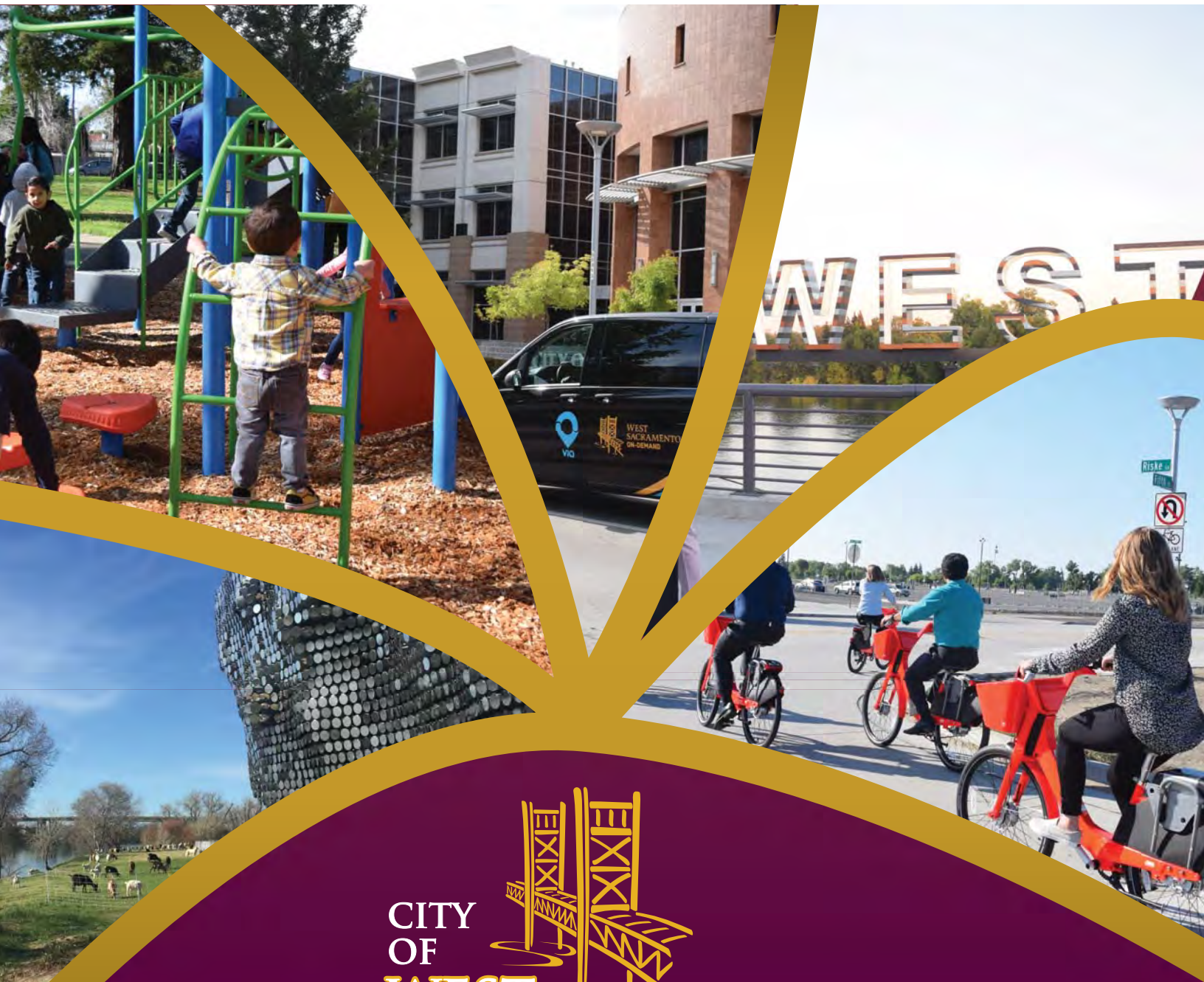
Not applicable

Budget/Cost Impact

Not applicable

ATTACHMENTS

1. Comprehensive Annual Financial Report (bound under separate cover)
2. Single Audit
3. Appropriations Limit



CITY
OF
**WEST
SACRAMENTO
CALIFORNIA**

COMPREHENSIVE ANNUAL FINANCIAL REPORT

*For the Fiscal Year Ended
June 30, 2018*

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**CITY OF WEST SACRAMENTO, CALIFORNIA
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED JUNE 30, 2018**

**Prepared by
FINANCE DEPARTMENT**

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CITY OF WEST SACRAMENTO
 COMPREHENSIVE ANNUAL FINANCIAL REPORT
 FOR THE YEAR ENDED JUNE 30, 2018

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INTRODUCTORY SECTION

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March 14, 2019

To the City Council and Citizens of the City of West Sacramento:

It is a pleasure to submit for your information the Comprehensive Annual Financial Report (CAFR) of the City of West Sacramento (City) for the fiscal year ended June 30, 2018. Responsibility for both the accuracy of the data and completeness and fairness of the presentation, including all disclosures, rests with the City's management. To the best of our knowledge and belief, the enclosed data are accurate in all material respects and reported in a manner designed to present fairly the financial position and results of operations of the various funds of the City. All disclosures necessary to enable the reader to gain an understanding of the City's financial activities have been included.

FORMAL TRANSMITTAL OF THE CAFR

State statutes require an annual audit by independent certified public accountants. The firm Crowe, LLP, was selected to audit the City's financial records. The auditor's report on the basic financial statement is included in the financial section of this report. The auditor's report related specifically to the single audit is presented as a separate document.

The CAFR is prepared in accordance with generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) and includes the report of the independent public accounting firm of Crowe, LLP. Organization of the financial report follows the guidelines set forth by the Government Finance Officers Association of the United States and Canada (GFOA).

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of a Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City's MD&A can be found immediately following the report of the independent auditors.

INTERNAL CONTROLS

Management of the City is responsible for establishing and maintaining internal controls designed to ensure that the assets of the City are protected from loss, theft, or misuse, and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States. Responsibility for the City's financial management is located in the Department of Administrative Services, Finance Division. The internal controls are designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and, (2) the valuation of costs and benefits requires estimates and judgments by management. Management relies on, and is

confident that, the internal controls in place are adequate to ensure the accuracy of the financial data provided herein.

As a recipient of federal, state and local financial assistance, the City is also responsible for ensuring that adequate internal controls are in place to ensure document compliance with applicable laws and regulations related to these programs. These internal controls are subject to periodic evaluation by management and the internal audit staff of the City.

In addition, the City maintains extensive budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. Activities for all funds are included in the annual appropriated budget.

As demonstrated by the statements and schedules included in the financial section of this report, the City continues to meet its responsibility for sound financial management.

PROFILE OF THE GOVERNMENT

The City operates under a council-manager form of government and provides municipal services that include public safety, public works, community services, and community development. This report includes all funds of the City and its three blended component units, the Sacramento-Yolo Port District, West Sacramento Redevelopment Successor Agency, and Enhanced Infrastructure Financing District.

GOVERNMENTAL STRUCTURE, LOCAL ECONOMIC CONDITION AND OUTLOOK

The City was incorporated on January 1, 1987 as a general law city. The driving force behind the decision to incorporate was a need for improved community services and a desire by the people to control their own destiny.

The West Sacramento City Council consists of five members, elected at-large. The position of Mayor is separately elected for a two-year term in even years. The other members are elected to four-year, overlapping terms. The position of Mayor Pro Tem is chosen by the City Council for a one-year term.

The City Council serves as the policy board for the municipality. As an elected “Board of Directors,” the City Council provides policy direction, establishes goals, and sets priorities for the City government. In addition to serving as the policymakers for the community, the City Council is also responsible for numerous land use decisions within its borders, including the General Plan. The City Council appoints the City Manager, City Attorney, and all members of the advisory boards and commissions.

COMPONENT UNITS

The City Council also served as the Board for the West Sacramento Redevelopment Agency, and the City Manager served as the Executive Director. The Agency’s project area included approximately 5,416 acres, or 46 percent of the total land area of the City. The Agency’s goal was to maximize the abundant potential of West Sacramento’s land, assets and people, with positive physical change that creates vibrant retail commerce, a prestigious office address, diverse and highly desirable residential neighborhoods, and quality employment opportunities. The State Legislature passed Assembly Bill X1 26 to eliminate redevelopment agencies, which became effective January 31, 2012. The State designated “Successor Agencies” to implement the

dissolution of redevelopment agencies, and wind down the affairs of the now dissolved redevelopment agency. Accordingly, the City Council now serves as the Board for the West Sacramento Redevelopment Successor Agency and the City Manager serves as its Executive Director.

The Sacramento-Yolo Port District was formed in 1947 under Section 6800, *et seq.*, of the California Harbors and Navigation Code. Historically, the district's seven-member commission was appointed by the City and County of Sacramento (five members), Yolo County (one member), and the City (one member). In January 2006, the governance of the Port was amended (Governance Agreement), and both the City of Sacramento and County of Sacramento agreed to allow the City to appoint a majority of the Commission members. In September 2006, state legislation was passed modifying the district's enabling act (Harbor and Navigations Act – River Port Districts) from the above-mentioned seven-member commission to a five-member commission appointed by the City (four members) and Yolo County (one member). The commissioners appointed by the City may be members of the City Council but are not required to be City Council members. The City Manager serves as CEO of the Port.

Pursuant to Government Code commencing 53398.50, the City of West Sacramento Enhanced Infrastructure Financing District No. 1 (the "EIFD") was formed on June 28, 2017 to assist with the financing of public infrastructure within a 4,127-acre district. The District allows the City to commit tax increment (growth in property tax revenues on assessed valuation over the 2016-17 base year) financing to the District. The EIFD is a legally constituted governmental entity separate and distinct from the City, and its sole purpose is the financing of public facilities or projects. The EIFD Public Financing Authority ("the Authority") was formed on February 1, 2017, to act as the governing body to the EIFD. The Authority membership consists of five members: three members are public members of the City Council, and two members are public members appointed by the City Council. The EIFD has a 45-year term from the date that debt obligations are first authorized by the public financing authority.

BUDGET

The City legally adopts biennial budgets for all General and Special Revenue Funds.

The Council, on a multiyear basis, has initially covenanted debt service and capital projects with bond proceeds. Other projects in the capital projects funds are budgeted by the Council on a multiyear basis. The legal level of control is the fund as stated in 7) below. The following procedures are followed in establishing the budgetary data reflected in the financial statements:

- 1) Department Heads prepare and submit a budget request based upon the previous years' expenditures and available resources to the City Manager.
- 2) A meeting is held between the Department Heads, Administrative Services Director, and the City Manager for the purpose of reviewing and prioritizing the budget request.
- 3) The City Manager approves an estimate of revenues and prepares recommendations for the next biennial budget.
- 4) The biennial budget may or may not be amended by the City Council and is adopted by the City Council on or before June 30th in accordance with the municipal code.
- 5) The approved budget is placed in the City accounting system and monitored by the Finance Division of the Administrative Services Department.
- 6) The City Manager is authorized to transfer budgeted amounts within and between activities, within any fund. However, any revisions that alter the total expenditures of any

fund must be approved by the City Council.

- 7) Budgets are adopted on a basis consistent with generally accepted accounting principles. Budgeted amounts are as originally adopted and as further amended by the City Council. The legal level of control (level at which expenditures may not exceed budget) is the fund.

Budget information is presented for the General and Special Revenue Funds in the fund financial statements. The budget information is presented on a basis consistent with generally accepted accounting principles.

Appropriations, except open project appropriations and unexpended grant appropriations, lapse at the end of each two-year biennial cycle.

ECONOMIC CONDITION

LOCAL/REGIONAL ECONOMY

The annual job report in the six-county Sacramento region, of which the City is an integral part, is an essential component of the local/regional economic analysis. According to the 2018 Mid-Year Review, published by the Sacramento Business Review, the Sacramento regional economy remains firmly in expansion. Total employment, which is highly correlated with total economic output has continued to increase in the Sacramento Region; however, the current strength of our labor market does not look nearly as sustainable over the long term. Regional labor force growth and job growth have stalled in recent months. According to the Labor Markets & Regional Economy of the 2018 Sacramento Business Review, while the Sacramento region unemployment rate reached a record low of 3.5%, both the labor force and the number of nonfarm jobs in the region have decreased by over 1% in the second quarter of 2018.

According to the California Employment Development Department (EDD), the State of California unemployment rate declined from 4.2% to 3.9% in comparison between November 2017 and November 2018. The largest job gains were in professional and business services, up 91,100 (a 3.5 percent increase), educational and health services, up 63,300 jobs (a 2.4 percent increase) and leisure and hospitality, up 50,600 (a 2.6 percent increase).

The table below illustrates the unemployment rate for the Sacramento Region in comparison with the State of California.

Unemployment Rate

	Sacramento	California	Difference
November 2018	3.5%	3.9%	-0.4%
October 2018	3.6%	4.0%	-0.4%
November 2017	4.0%	4.2%	-0.2%

Source: California Employment Development Department Labor Market Review November 2018

The four major sectors of employment in the Sacramento Region reported a net decline in growth when compared to prior years. Manufacturing and Construction sector reported a net decline of 7.34% over the past 12 months. Leisure and Hospitality employment increased 3.5% and now represents 11% of the region's employment. Government jobs, which represents nearly one out of every four local jobs, showed little improvement, increasing just 0.42% over the past 12 months.

Sacramento region labor market growth has been disadvantaged by its dependence on government jobs.

The 2018 Mid-Year Update indicates that in order to reach sustainable economic growth in the region it requires an improvement in wages and household income to increase the purchasing power of Sacramento workers and households. Recent data show that the rate of change in median employment income and median household income has improved marginally, but this trend will become an important driver for continued economic expansion in the region.

The sectors that gained jobs in the November report according to the California Employment Development Department (EDD) were: leisure and hospitality (12,400); professional and business services (7,600); educational and health services (3,300); construction (3,300); other services (2,800); government (2,700); manufacturing (1,600); financial activities (1,100); and trade, transportation and utilities (600).

- Professional and business services increased by 7,600 jobs in November 2018. This followed a 12,900 job gain in October. Over the year, sector employment was up 3.5 percent.
- Education and health services payrolls increased by 3,300 jobs in November. This followed a 200 job gain in October. Over the year, sector employment was up by 2.4 percent.
- Leisure and hospitality payrolls increased by 12,400 jobs in November. This followed a 4,800 job gain in October. Over the year, sector employment was up by 2.6 percent.
- Two sectors that lost jobs in this report were: information (4,500) and mining and logging (200).

Yolo County's unemployment rate decreased from the prior year by 0.4 percentage points. The unemployment rate for Yolo County posted by the California Employment Development Department as of November 2018 was 3.9 percent; 4,200 unemployed out of 108,700 total labor force.

The 2018 Mid-Year Update, published by Sacramento Business Review, stated that the single-family median home sale price in the Sacramento Metropolitan Area reached \$404,500, the highest point since 2005. Homes between \$200 and \$400K are the most popular price segment accounting for 43% of the year to date sales. Due to high construction and land costs, builders are not building starter homes of 1,200-1,600 sf. Without the new supply, home prices for those units are rising faster than the rest of the market.

In summary for the regional economic outlook, the 2018 Business Review stated that no recession is in sight, but the rapid growth has slowed. Potential obstacles include financial market corrections and disruptions from international trade. To continue a healthy economic expansion requires a master plan to create higher paying jobs, improve the business competitiveness and balance financials in the region.

LONG-TERM FINANCIAL PLANNING

The City Council has established a Policy Agenda that has long-term financial implications affecting the City. These include:

- Flood Protection
- Streetcar Development
- Pioneer Bluff/Stone Lock Refuse Master Plan (Riverfront Investment Strategy)

- Homelessness and Community Impacts (Measure E)
- West Sacramento Home Run (Measure E)
- Bicycle, Pedestrian and Trail Improvements (Measure E)

Each of these items is discussed below.

Flood Protection:

Important elements for the Flood Protection Program in 2018 include: continued construction of the Southport Levee Project, implement Federal appropriations strategy; manage directed grant funding for continued engagement with the LS-DN Regional Planning Area through update of the CVFPP in 2018; continue close dialogue with FEMA (regional office and headquarters) to best manage timing and outcome of remapping; complete update to the City's Flood Emergency Response Plan; work with Public Works utilities to establish a plan for local storm water operation and maintenance; and identify opportunities throughout the year to educate the public on flood risk and the city's efforts to minimize that risk.

Status of Item

Projects: Southport Sacramento River levee construction is underway. Earthwork completion is anticipated in December 2018. Landscape/riparian completion is anticipated December 2019.

Regional Flood Management Planning: Continue stakeholder engagement on planning efforts including the Corridor Management Framework (*Ongoing*)

Emergency Preparedness: Staff is processing an amendment to the Phase II Flood Emergency Response Plan Grant agreement with DWR to reallocate funding from the training/exercise plan which was done in-house to several flood and public safety mapping deliverables (*In Process*)

Training/exercise plan development (*Completed May 2017*)

Floodplain Mapping: Continue dialogue with FEMA staff (regional office and headquarters) to best manage the timing and outcome of remapping (*Ongoing*)

Reclamation Districts: Staff is preparing a detailed analysis of LAFCo's recommendation for reorganization of the reclamation districts within the City to subsidiary districts. (*May 2019*)

Upcoming Actions or Milestones

Flood Protection

- Develop Strategy: Federal Appropriations (*Completed*)
- Refine local cost share projections, revenue and schedule (*Revisit with the action to develop options for funding remaining local share*)
- Explore other flood project opportunities (*Ongoing*)
- Develop strategy for project implementation that will maximize opportunities under future FIRM (*Completed*)
- Work on Integral Determination Report (*December 2019*)

- Work with USACE on project incremental selection and preliminary engineering design (*Ongoing*)
- Define FEMA 100-year projects as alternative in case of future FIRM (*Completed*)
- Track progress on Southport Early Implementation (*Ongoing*)
- Report on ULOP (*Ongoing*)
- Seek common solutions to resolve flood system deficiencies (WSAFCA/City) (*Ongoing*)
- Report: National Flood Insurance Program Reform (*Ongoing*)
- Report: Federal Policy Guidelines Updates (*Ongoing*)
- Explore opportunities for levee certification (*Ongoing*)
- Site selection and design of the next project increment of the Federal project in coordination with USACE (*Completed*)
- Prepare detailed analysis of potential reclamation districts reorganization into subsidiary districts for City Council consideration (*Completed*)
- Develop options for funding remaining local share of Federal Project (*June 2019*)

Streetcar Development

Fiscal Year 2017/18 was a challenging year for the Streetcar project with the Federal Transit Administration (FTA) continuing to prolong the issuance of a Small Starts Grant Agreement (SSGA). Additionally, bids were received in late December for the track/rail portion of the project which came in significantly over the project budget estimate, delaying the project and the FTA's approval of the SSGA even more as the agencies work to secure funding needed for the project and to examine design alternatives to ensure feasibility and success of the project. The main goals for the streetcar in the upcoming fiscal year are obtaining a Small Starts Grant Agreement from the FTA and secure the remaining local and federal match needed to support the construction of a streetcar line from West Sacramento Civic Center to Midtown Sacramento.

Status of Item

Small Starts Grant Application (SSGA) - SSGA was not received by August 2018. FTA has continued to delay the construction grant agreement. The project has completed "readiness review" and executed all third-party agreements. A new issue has emerged requiring CEQA/NEPA environmental clearance on Tower Bridge, in addition to environmental clearance for the Vehicle Maintenance Facility (VMF). FTA requires environmental documentation to be completed along with State Historical Preservation Office (SHPC) concurrence prior to receiving the SSGA. Currently SACOG estimates the SSGA will be delayed until April 2019, however West Sacramento staff estimates the environmental approval will likely extend the schedule for receiving the SSGA into 2020.

Project Engineering– 100% engineering design submittal was received in late July 2018. It is expected that engineering design will be completed by the end of 2018. 100% VMF site improvements (excluding the building) were reviewed by City engineering staff and returned to Sacramento Regional Transit mid-October for corrections.

Vehicle Maintenance Facility/Vehicle Procurement - VMF contract was awarded in December 2017 and the kickoff meeting was held April 2018. Vehicles contract was expected to be awarded in mid-2018 following receipt of FTA signed grant agreement; however, delay in obtaining SSGA requires SACOG to issue a conditional award to vehicle manufacturing firm Brookville.

Project Funding – Funding for the project was allocated in the congressional budget signed by the president, however this funding was not specifically named to the Streetcar Project. The cost estimate documentation was recently updated and continues to support a \$208.57 million project (\$8.57 million is from early Project Development costs not previously included in the estimate but required to be identified by FTA). The \$200 million in remaining project funding is not fully secured and includes: the Federal Transit Administration \$100 million (pending SSGA); City of West Sacramento’s \$35 million (secured and includes \$7.75 million of capital funds spent thus far); and the City of Sacramento’s committed funding which includes \$55 million sourced from the State of California (Cap and Trade + Proposition 1A funds) (pending SSGA and Sacramento Regional Transit (RT) Board approval); and Sacramento City Council funds which initially committed \$7 million for capital expense and another \$2 million for project development. What remains is a local funding gap in excess of \$5.5 million to date that must be secured by West Sacramento prior to executing the SSGA.

Schedule – The most current project timeline assumes the project will receive the SSGA by April 2019 and the start of Revenue Service has been updated and is estimated to start in July 2022. However, given the issues currently being faced, it is unlikely that revenue service will start until 2023 at the earliest, and that is entirely dependent upon receipt of a signed grant agreement. Construction bids are due December 20, 2019. Results of the bid will determine the risk level issued by FTA and the resulting funding situation.

Governance Structure – Governance documents were approved by the City Councils of both cities and the RT Board in July 2018.

Pioneer Bluff/Stone Lock Reuse Master Plan (Riverfront Investment Strategy)

The Pioneer Bluff/Stone Lock Reuse Master Plan was presented to the City Council for consideration in June 2018. Following the Council approval to submit the administrative draft as a grant deliverable, some of the document’s analysis and recommendations have been used to further certain de-industrialization and land development activities consistent with the City’s longstanding General Plan vision for the Master Plan area. The Master Plan’s Investment Strategy articulated the relationships these projects have to the development potential of Pioneer Bluff/Stone Lock. Its development phasing strategy recommended prioritizing projects in a particular order to benefit riverfront development and created aggressive but achievable timelines for public investment for the next 20 years.

Status of Item

The Reuse Master Plan was completed over the last two years with the support of a planning grant from the State Strategic Growth Council’s Sustainable Communities program. Staff expects to present a final draft of the Reuse Master Plan to City Council for consideration beginning with a workshop in May.

Upcoming Action or Milestones

- Present in workshops the details of the Pioneer Bluff/Stone Lock Reuse Master Plan’s development phasing strategy and the investment strategy (project list and prioritization) prior to the budget adoption (*March/April 2019*)
- Continue carrying out the action plan items identified in the Investment Strategy (*late 2018, 2019 and beyond*)

- Add Master Plan capital projects to the Traffic Impact Fee and Park Impact Fee lists of eligible projects (*November 2018-January 2019*)
- Commence Water Quality and Ecosystem analysis for the Barge Canal (*February 2019*)
- Commence Barge Canal Trail Phase I construction (*March 2019*)
- Commence Enterprise Crossing alternatives analysis/feasibility study (*May 2019*)
- Commence an updated Phase II analysis for potential recreational reuse of a portion of the waste water treatment plant and the Stone Lock Facility (*July 2019*)
- Carry out the following actions related to the new City Corporation Yard (*late 2018 and 2019*):
 - Complete the transfer of property for the new Corp Yard from the Port to the City (*December 2018*)
 - Release site bid package for first phase of project (*December 2018*);
 - Update the Corp Yard Impact Fee (*2019*);
 - Complete CEQA clearance (*2019*);
 - Commence an updated Phase II analysis of the Corp Yard (*2019*)
- Complete design on the Barge Canal Trail Phase II and Jefferson Boulevard corridor improvements (*December 2019*);
- Complete a building retrofit, public access and safety plan for the Stone Lock Facility improvements (*December 2019*).

Homelessness and Community Impacts (Measure E)

Addressing homelessness in the City is a multifaceted issue which causes us to balance the welfare and access to services of the homeless population with the legal and environmental implications of the behaviors commonly associated with homelessness. Measure E was passed which designates a total of \$750,000 to Reducing Homelessness (including providing access to services and housing and/or shelter, \$250,000) and Reducing Community Impacts of Homelessness (including clean up and enforcement, \$500,000). As such, this item proposes to continue the work undertaken through the Public and Open Space Clean-Up and Enforcement program by continuing a “services first” approach to enforcement to provide outreach and referrals to housing alternatives and social services to homeless persons in unauthorized campsites. The initiative also includes pursuit of a site for developing Permanent Supportive Housing.

Status of Item

Ongoing measures to maintain and sustain current efforts and promote a housing first model and establishing other partnerships to strengthen the supportive services available to our homeless community. Refinements to the camp clean up and rapid response program are ongoing to address the impacts of homelessness.

Upcoming Action or Milestones

- Purchase STIR created Appledore camp tracking software. This software is fully implemented and provides an up to date view of the situation “on the ground” re homeless encampments in the City. (*Completed*)
- Establish monthly multi-disciplinary service team deployments with rotating locations (*Completed*). HHSA has contracted with 4th & Hope to provide onsite case management and linkage to other supportive services. Case managers meet weekly to assist the Homeless Coordinator with triage appointments and assist SLOs and the Homeless Coordinator during encounters in the field. The Police Department, Public Works and Parks and Recreation Departments meet regularly to discuss priority locations for camp clean ups. The Rapid Response Team has been formed and has already begun deployment. A shared calendar

has been established for easy access by all parties involved to schedule regular clean ups and focus on targeted locations. *(Completed)*

- Coordination of city-wide clean-up efforts to include supplemental resources (Downtown Streets Team, etc.) to improve overall responsiveness to public and open space blight *(January 2019)*.
- Monitor impacts and outcomes of the Downtown Streets Team (DST) program and implement quality improvements as necessary *(Ongoing)*. The City has contracted with Downtown Streets Team, Inc. to provide a volunteer work-experience program targeted to individuals experiencing homelessness that would also supplement the City's Rapid Response Team. In exchange for beautifying the community through cleanup activities, participants receive gift cards to help with basic needs, access to employment and case management services that support individuals in achieving their goals.
- Develop metric system: success/failure *(Completed)*. Homeless Coordinator continues to track any and all data related to homeless interactions. Data includes but is not limited to; number of interactions, number of individuals housed, number of services offered, county of origin, etc. Data shows the efficacy of homeless efforts as well as the number of individuals served in the city. In addition, to track output and outcomes related to counteracting the environmental impacts of homelessness, the Parks and Recreation Department is tracking camp clean ups, locations, and rapid response actions. *(Ongoing)*
- Outreach to motel owners to encourage better living conditions and cooperation with Law Enforcement and City to encourage compassionate treatment of vulnerable customers. *(Ongoing)*
- Weekly client-service provider meeting currently coordinated by the City's Homeless Manager expanded to a full day to adjust for higher levels of participation *(January 2019)*.
- Monitor outcomes of the pilot Winter Warming Center (WWC) to evaluate feasibility of long-term implementation *(Ongoing)*. The City allocated \$20,000 from Measure E Fund to the Mercy Housing Coalition of West Sacramento (Mercy Coalition) for a pilot WWC that will run from late-November to mid-March (other funding: Mercy Coalition and Yolo County). The WWC will provide temporary overnight housing two to five days per week for up to 20 homeless persons. The Mercy Coalition implemented a priority system to incentivize self-sufficiency requiring homeless individuals wanting to receive priority placement for the WWC to attend the City's Homeless Coordinator's weekly open office hours.

West Sacramento Home Run Initiative (Measure E)

The objective of the West Sacramento Home Run (WSHR) initiative is to change the culture of the City into one where every young person is prepared for college and a career while creating a more robust workforce for local employers and enhancing the City's economic development capacity and competitiveness. The Home Run program includes components for preschool, college savings accounts, career-ready internships and badges, and a college promise.

Status of Item

Since the approval of Measure E by the voters in November 2016, a number of implementation actions have been approved and/or initiated. A Home Run Program Manager was appointed. The City Manager was authorized to execute the Reimbursement Agreement between the City of West Sacramento and the Los Rios Community College District (LRCCD), by and through its college, Sacramento City College for the College Promise Program. Staff was authorized to issue an RFP for a financial institution to administer college savings accounts for resident preschool children entering kindergarten within the Washington Unified School District. The Council authorize dissolution of the UP4WS Executive Board. Council authorized the appropriation of \$250,000

from the Measure E fund to initiate implementation of one or more elements identified in the framework for the Home Run program, including up to \$125,000 for securing a marketing firm for the HR branding and marketing. At the end of 2018, a new West Sacramento Home Run Program Manager was hired, and resources were realigned with Early Learning Services to create a WSHR Business Manager.

Upcoming Action or Milestones

- Hire West Sacramento Home Run program coordinator (*March 2017—Complete*)
- Creation of a philanthropic solicitation dossier (*February 2018 - Complete*)
- Creation of a pitch deck for philanthropic fundraising (*February 2018 - Complete*)
- Create RFQ for database management systems architecture consultant (*November 2018-Incomplete*)
- Connect at least 50 career technical education pathway students to paid internships in their field of study (*August 2018 – 33 internships provided, Partially Completed*)
- Create RFP for database management systems provider (*November 2018 – Incomplete*)
- Secure financial institution to administer college savings accounts (*October 2018 - Complete*)
- Secure data sharing agreements with key stakeholder partners (*Ongoing*)
- Support digital badge curation and content creation (*Ongoing*)

Bicycle, Pedestrian & Trail Improvements (Measure E)

Measure E provides a unique opportunity to leverage resources to build and maintain the planned bicycle and pedestrian trails in the City. The measure identifies potential areas of focused investment including building and maintaining of bicycle and pedestrian trails.

Status of Item

Council approved policy and initial projects for Measure E Bicycle, Pedestrian and Trail improvements funding in the amount of \$140,000.

Upcoming Action or Milestones

- Create implementation team with representatives from Public Works, Finance and Parks and Recreation (*Complete*)
- Complete the Bicycle, Pedestrian and Trails Master Plan (*Complete*)
- Creation of a pitch deck for philanthropic fundraising (*February 2018 - Complete*)
- Develop an Implementation Plan for the utilization of the Measure E proceeds attributable to Bicycle, Pedestrian and Trails, including timelines and allocation (bonding, grant match, etc.) and long-term maintenance considerations (*Complete*)

MAJOR INITIATIVES

Bridge Infrastructure/O&M

- **Broadway**
- **I Street**

Two neighborhood-serving bridges connecting riverfront districts of West Sacramento and Sacramento will be designed to accommodate future phases of the streetcar project. Two bridge projects were approved in the SACOG 2035 Metropolitan Transportation Improvement Plan (MTIP), the replacement of the I-Street Bridge (located between C-Street and Railyards Avenue)

and the creation of a new bridge between Broadway Avenue and South River Road/15th Street, and the I Street Bridge Deck Conversion Project.

I-Street Bridge Replacement Project - project was fully funded by the Federal Highway Bridge Replacement Program and is currently estimated at \$176 million. The first phase of the project commenced in 2014-2015 and included preliminary engineering and environmental review. Completion of this phase of the project will occur in 2019 with certification of the environmental document. Bridge opening is currently estimated in 2019-20.

Broadway/15th Street Bridge Feasibility Project-project was funded by SACOG in December 2014 to complete a preliminary feasibility study. The Feasibility Study identified key alignments that are undergoing environmental evaluation as part of a federal TIGER grant of \$1.5 million and 50% local match funded by both Cities of Sacramento and West Sacramento.

Status of Item

I Street Bridge - The preliminary Administrative Draft Environmental Document has been completed and distributed for comment.

Re-procurement of the architect for the bridge was initiated in January 2018 with emphasis on community engagement to yield an aesthetically iconic design within the confines of the HBP Program's functional design criteria. TY Linn was selected based on the competitive process to design the bridge and has contracted with Mark Thomas, the engineering consultant for the project.

Broadway Bridge-

Alternatives Analysis – Current analysis includes site investigation, data acquisition and mapping. Conceptual bridge alignment alternatives and approach configurations were screened and presented to the Cities for review. A risk analysis workshop was held which evaluated the risk and potential additional costs associated with the various alignments. Four alignments continue to move forward for environmental analysis. All analyses conducted in concert with Economic Development with deference to the Pioneer Bluff Specific Plan.

Preliminary Engineering – task includes preparation of Geometric Approval Drawings and structural Advance Planning Studies; including development of conceptual geometrics (completed), aesthetic concepts and additional stakeholder and community outreach, which will be ongoing. 30% plans and results from preliminary engineering tasks will serve as the basis for the Project Report.

Environmental Documentation – Project description, publication of the project NOP and a public scoping meeting was held for the project. Preparation of technical studies has begun which include a natural environment study, hydro-acoustic study, essential fish habitat evaluation, high water mark and wetland delineation, biological assessment, historic resources evaluation, cultural findings, Section 4(f) evaluation, visual and community resource assessment, noise study, and air quality analysis. A joint Draft Environmental Impact Report/Environmental Assessment (EIR/EA) following Caltrans annotated outline and direction from the City of West Sacramento will be prepared. Environmental documentation will include (as required) Preparation of Findings, Statement of Overriding Considerations, Notice of Determination, Mitigation Monitoring Plan, Administrative Draft and Final EIR/EA. This task will also include permitting agency coordination, environmental base mapping and community outreach.

Project Report and Approvals – A project report will be prepared based on 30% Plans consistent with current City of West Sacramento and City of Sacramento standards. The report will include traffic, structure type analysis, preliminary geometrics, conceptual aesthetics, and

long-term maintenance approach. The approved Project Report will be included as part of the documentation for the Caltrans Preliminary Engineering Evaluation Report (PEER). This task will include overall project management including State, federal and local agency coordination, public presentations and public relations.

Upcoming Action or Milestones

I Street Bridge Replacement Project

- Traffic operation analysis, Final Report (*Completed*)
- Prepare Geometric Approval Drawings (*Completed*)
- Advance Planning Studies (Movable and Approach bridges) (*Completed*)
- Technical Studies/Reports, NEPA/CEQA (*Completed*)
- Draft Environmental Document (*Completed*)
- Release Public Review Draft environmental document (*Completed*)
- Complete environmental process (May 2018)
- Preliminary design for I Street Bridge Replacement Project (*Completed*)
- Aesthetic Design Public Engagement Process Initiated (*January 2018*)
- Final Project Report/Caltrans Permit Engineering Evaluation Report (PEER) (*June 2018*)
- Final Design/Right of Way Acquisition (*August 2019*)
- Initiate construction activity (*September 2020*)

Broadway Bridge Feasibility Study

- Caltrans authorization to proceed with Feasibility Study (*Completed*)
- RFP for consultant team Broadway Bridge Feasibility Project (*Completed*)
- Council approves contract for Broadway Bridge Feasibility Project (*Completed*)
- Feasibility study acceptance by City Council (*Completed*)
- PA/ED Phase Commenced (*Completed*)
- Community Outreach open house and follow-up design meeting (*Completed*)
- Alternatives Analysis Completed (*Completed*)
- Preliminary Engineering Completed (*April 2019*)
- Community Outreach Completed (*July 2020*)
- Environmental Process Completed (*August 2020*)
- PA/ED Completion (*December 2020*)

Washington District Gateway Projects

- **3rd & C Streetscape**
- **I Street Bridge Deck Conversion**

In recent years, the historic riverfront Washington District has received a significant amount of private and public investment, particularly in the blocks surrounding the intersection of 3rd and C Streets, which is the main gateway to the district. The projects included in this item, the 3rd and C Streetscape and I Street Deck Conversion, are intended to capitalize on this recent investment by taking actions to facilitate additional redevelopment opportunities at this key intersection. The streetscape project will add infrastructure needed to facilitate mixed-use development around the gateway intersection. The improvements were funded within a SACOG grant that was awarded in November 2018. The Deck Conversion project will convert the existing roadway of the I Street Bridge to a bicycle and pedestrian only crossing which will complement the new C Street Bridge. In addition, this project will include several features that will make this bridge a regional attraction.

Those features could include park elements that would embrace the view sheds and connections to the waterfront.

Status of Item

In 2017, activities and projects that will advance this item were identified and prioritized by staff. Those items were then studied further and described in a draft planning document called the *3rd and C Gateway Action Plan*. Staff has made several presentations of the draft plan to City advisory commissions and will present the final plan to the City Council for consideration later in 2019. Meanwhile, staff has advanced planning work on several projects identified in the plan, including the I Street Deck Conversion Project, the 3rd and C Streetscape Project, the North Riverfront River Walk Extension Project (95% design) and SACOG Community Design funding for the trail, streetscape and rail crossing improvements has been secured. The City has initiated litigation to recover assets to remediate the Capital Plating brownfield site. The I Street Bridge Deck Conversion Project has completed its feasibility evaluation, ad hoc steering committee meetings and is now completing public engagement before Council adopts the final report in March 2019. Consultants were selected for the Washington District Art Implementation Strategy; public engagement is complete, and the plan is being drafted.

Upcoming Action or Milestones

- Present 3rd and C Gateway Action Plan to City Council for approval. (*February 2019*)
- Develop Parking Master Plan for this area including the creation of parking zones in the District. (*December 2019*)
- Manage historic insurance asset litigation efforts for remediation of Capitol Plating property. (*December 2020*)
- Complete permitting and environmental documentation for North River Walk Extension Project. (*December 2019*)
- Develop final terms and conditions associated with the selection of developer for 5th Street Garage Project. (*Completed January 2019*)
- Support Washington Specific Plan update. (*Ongoing*)
- Develop plan for selecting a developer for the City owned parcel at 5th and C Streets. (*February 2020*)

RELEVANT FINANCIAL POLICIES

Cash Management Policies and Practices It is the policy of the City and the Treasurer of the City to invest idle funds in a manner that provides the highest safety and security while matching maturities to future liabilities and daily cash flow demands. Investments are made according to California Government Code section 53600, *et seq.*, and the adopted City Investment Policy.

The City's cash management practices include the establishment of reserves and designations to 1) stabilize the City's fiscal base for anticipated fluctuations in revenues and expenditures; 2) provide for nonrecurring, unanticipated expenditures; and 3) provide for innovative opportunities for the betterment of the community. The following reserves and designations have been established.

1. **General Fund** Included in this fund are the following two accounts:

- **General Reserve** The City seeks to maintain a cash reserve for the General Fund equal to between 10% and 20% of annual revenues. The City's current General Fund reserve is

- at 16.85% of annual revenues.
 - **General Long-term Debt Account** This account is used to partially fund liabilities for paid employee leave and partial lease payments on the Recreation Center. Interest earnings on the reserve are used to fund these programs.
2. **General Equipment Replacement** The City seeks to maintain a cash reserve of \$6.0 million. Interest earnings are used to replace equipment used for public safety.
 3. **General Facilities Fund** Funding for this reserve comes from surplus general taxes, one-time general revenues and interest earned on the fund balance. The reserve may be used for the following purposes only:
 - to provide working capital to finance expenditures from the beginning of the budget year until other revenue sources are collected;
 - to provide resources to meet requirements in the event of a disaster, such as fire, flood or earthquake;
 - to cover a pending year-end excess of expenditures over revenues from unavoidable shortfalls in revenues;
 - to advance funding for capital improvements; and, finally,
 - to finance general-purpose buildings, improvements and equipment.
 4. **Risk Management** The City is exposed to various risks of loss related to: torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. In March 1987, the City joined together with other agencies in the state to form the Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA), a public-entity risk pool that is currently operating as a common risk-management 10-member agency. The City pays an annual premium to YCPARMIA for its general insurance coverage. The Agreement for the formation of YCPARMIA provides that YCPARMIA will be self-sustaining through member premiums and will reinsure through the California Joint Power Insurance Authority (CAJPIA) for claims in excess of \$500,000 for general liability, \$25,000 for property, and \$500,000 for workers' compensation for each insured event.

The CAJPIA is a large risk pool that covers large claims for smaller risk pools such as YCPARMIA.

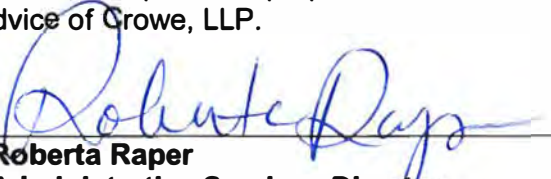
AWARDS

The GFOA awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its comprehensive annual financial report for the fiscal year ended June 30, 2017. This was the 21th consecutive year that the government has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. In our opinion, the current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and it will be submitted to the GFOA to determine its eligibility for recognition.

ACKNOWLEDGMENTS

We would like to express our appreciation to the entire Finance Division of the Administrative Services Department for their effort in maintaining accurate and timely accounting records from which this report was prepared. We would also like to acknowledge the professional work and advice of Crowe, LLP.



Roberta Raper
Administrative Services Director



Claire Connor
Accounting Manager



Jeff Mitchell
City Attorney

City Council

City Commissions

Board of Appeals
Arts, Culture & Historic Preservation
Disaster Council
Economic Development & Housing
Environment & Utilities
Parks, Recreation & Intergenerational Services
Planning
Transportation, Mobility & Infrastructure

Aaron Laurel
City Manager

2017/2018

Roberta Raper
Director of Administrative Services

Information Technology
Fiscal Records
Revenue Collection
Budget
Public Finance

Amanda Berlin
Assistant City Manager

City Manager's Office
City Clerk
Risk Management
Community Relations
Human Resources
Parking
Payroll

Charline Hamilton
Director of Community Development

Planning
Building
Development Engineering
Flood Protection
Code Enforcement

Katherine Jacobson
Director of Economic Development & Housing

Economic Development
Housing
Port of West Sacramento

John Heilmann
Fire Chief

Emergency Operations
Hazardous Materials
Prevention
Training/Safety

Cindy Tuttle
Director of Parks & Recreation

Recreation
Park Maintenance
Early Learning Services
Special Events

Thomas McDonald
Police Chief

Support Services
Records
Operations (Patrol)
Traffic/Parking
Investigations

Denix Anbiah
Director of Public Works

Facilities
Engineering
Inspection Engineering
Transportation
Equipment & Facilities
Maintenance
Road
Storm Water
Sewer
Water Distribution
Environmental Services

**LIST OF ELECTED AND APPOINTED OFFICIALS
2017-18**

Elected Officials

Mayor	Christopher L. Cabaldon
Mayor Pro Tem	Christopher Ledesma
Council Member	Beverly Sandeen
Council Member	Mark F. Johannessen
Council Member	Quirina Orozco

Appointed Officials

City Manager	Martin Tuttle
City Attorney	Jeffrey Michell

Executive Team

Assistant City Manager	Amanda Berlin
Director of Administrative Services	Roberta Raper
Director of Community Development	Charline Hamilton
Director of Economic Development & Housing	Aaron Laurel
Director of Parks & Recreation	Cindy Tuttle
Director of Public Works	Denix Anbiah
Fire Chief	John Heilmann
Police Chief	Thomas McDonald



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of West Sacramento
California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2017

Christopher P. Morrill

Executive Director/CEO

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FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the City Council
City of West Sacramento, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of West Sacramento, California (the City), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

(Continued)

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of West Sacramento, California, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund, and the HCD Block Grant Special Revenue Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the City implemented the Governmental Accounting Standards Board (GASB) Statement No. 75, "Accounting for Financial Reporting for Postemployment Benefits Other than Pensions." This Statement replaces the requirements of GASB Statements No. 45, "Accounting and Financial Reporting by Employers for Postemployment Benefits Other than Pensions," as amended, and GASB Statement No. 57, "OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans." Note disclosures and required supplementary information requirements about OPEB are also discussed. Our opinions are not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 to 20 schedule of changes in the net pension liability and related ratios – miscellaneous plan, schedule of contributions to the pension plan – miscellaneous plan, schedule of proportionate share of the net pension liability- public safety plan, schedule of contributions to the pension plan- public safety plan and schedule of changes in the net other postemployment benefits liability, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, supplementary information and statistical section listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 14, 2019 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.


Crowe LLP

Sacramento, California
March 14, 2019

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MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2018

As management of the City of West Sacramento (City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2018. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found on page iv of this report.

OVERVIEW OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT

This Comprehensive Annual Financial Report is in three major parts:

- 1) The **Introductory section**, which includes the Transmittal Letter and general information;
- 2) The **Financial section**, which includes the Management's Discussion and Analysis (this part), the Basic Financial Statements, including the Government-wide and Fund Financial Statements with the notes to these Financial Statements, and the Combining and Individual Fund Financial Statements and Schedules; and
- 3) The **Statistical section**.

The Basic Financial Statements

The Basic Financial Statements consist of the Government-wide Financial Statements and the Fund Financial Statements; these two sets of financial statements provide two different views of the City's financial activities and financial position.

The Government-wide Financial Statements

The Government-wide Financial Statements provide a broad overview of the City's activities as a whole, and consist of the Statement of Net Position and the Statement of Activities. The Statement of Net Position provides information about the financial position of the City as a whole, including all its capital assets and long-term liabilities on the full-accrual basis, similar to that used by corporations. The Statement of Activities provides information about all the City's revenues and all its expenses, also on the full-accrual basis, with the emphasis on measuring net revenues or expenses of each of the City's programs. The Statement of Activities explains in detail the change in net position for the year.

All of the City's activities are grouped into government activities and business-type activities, as explained below. All of the amounts in the Statement of Net Position and the Statement of Activities are separated into governmental activities and business-type activities in order to provide a summary of these two activities of the City as a whole.

- **Government activities** – All of the City's basic services are considered to be governmental activities, including general government, community development, economic development, public safety, animal control, engineering, community events, public improvements, planning and zoning, building inspections, and general administration. These services are supported by general City revenues such as taxes, and by specific program revenues such as developer fees.
- The City's governmental activities include the activities of a separate legal entity, the Successor Agency to the City of West Sacramento Redevelopment Agency (Agency), because the City is financially accountable for the Agency. As of February 1, 2012, the State of California eliminated the Redevelopment Agency. The former redevelopment fund is now reported as a trust and agency fund. The component unit financial statements of the Agency are available from the Administrative Services Department, Finance Division of the City.

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

- **Business-type activities** – All the City's enterprise activities are reported here, including sewer, water, Port, and solid-waste activity. Unlike governmental services, these services are supported by charges paid by users based on the amount of service they use.

Fund Financial Statements

A *fund* is a group of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the Government-wide Financial Statements. However, unlike the Government-wide Financial Statements, Governmental Fund Financial Statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of the Governmental Funds Financial Statements is narrower than that of the Government-wide Financial Statements, it is useful to compare the information presented for governmental funds with governmental activities in the Government-wide Financial Statement. By doing so, readers may better understand the long-term impact of the government's near-term financial decisions. Both the governmental funds balance sheet and the governmental funds statements of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Governmental Funds Financial Statements provide detailed information about each of the City's most significant funds, called *major funds*. The concept of *major funds*, and the determination of which are *major funds*, was established by Governmental Accounting Standards Board (GASB) Statement 34 and replaces the concept of combining like funds and presenting them as one total. Instead, each *major fund* is presented individually, with all *non-major funds* summarized and presented only in a single column. Subordinate schedules present the details of these *non-major funds*. *Major funds* present the major activities of the City for the year, and may change from year to year as a result of changes in the pattern of the City's activities. For the fiscal year ending June 30, 2018, the City's *major governmental funds* are as follows:

- General Fund
- HCD Block Grant Fund – Special Revenue Fund
- Low Moderate Income Housing Fund – Special Revenue Fund
- Community Development Performance Bond Support Fund – Special Revenue Fund
- Community Investment (Measure G) Capital Fund – Capital Projects Fund
- Community Facilities Districts Capital Fund – Capital Projects Fund

The Council, on a multi-year basis, has initially covenanted debt service and projects with bond proceeds. Other projects in the capital projects funds are budgeted by the Council on a multi-year basis.

Proprietary funds. The City maintains four proprietary funds, all of which are reported as enterprise fund types. *Enterprise funds* are used to report the same functions presented as business-type activities in the Government-wide Financial Statements. The City uses *enterprise funds* to account

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

for sewer, water, Port, and solid-waste activities. The Sewer Fund, Water Fund, Port Fund, and the Solid Waste Fund are major funds.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the Government-wide and Fund Financial Statements. The notes to the financial statements can be found starting on page 41 of this report.

Required Supplementary Information

Required supplementary information regarding the funding progress of the City's pension and postemployment benefits plans can be found starting on page 97 of this report.

Combining and Individual Fund Financial Statements and Schedules

The combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the Notes to the Financial Statements. Combining and individual fund statements can be found starting on page 105 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The City presents its financial statements under the reporting model required by the GASB Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis (MD&A) – for State and Local Governments. For comparison purposes, three years of financial information is provided in the GASB 34 format.

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$561.4 million as of June 30, 2018, \$552.2 million as of June 30, 2017.

The net position in Fiscal Year 2018 increased by \$14.0 million for governmental activities and decreased by \$4.7 million for business-type activities, a combined net increase of \$9.3 million. The increase in governmental activities are primarily due to an overall increase of the sales tax revenue, which reported a net increase of \$4 million, and an increase in property taxes of \$1.2 million and \$1.1 million increase in franchise revenue. A major revenue increase of \$13.5 million is recorded in capital grants and contributions and other increases of \$3.85 million in other taxes, fees, licenses, permits and other revenue. A net position decreases of \$10.8 million in governmental activities for the Other Postemployment Benefits Plan (OPEB) restatement from the prior year. The net decrease of \$4.7 million in the business-type activities are primarily due to an increase in debt payment of \$0.5 million for the two new water and sewer bonds issued in the current fiscal year and the increase of city capital project contribution of \$6.3 million. A net position decrease adjustment of \$1.0 million for the Other Postemployment Benefits Plan (OPEB) is also being restated. However, the net decrease is offset by the net increase of utility revenue by \$3.1 million.

Recorded capital assets, including land, buildings, improvements, equipment and infrastructure, represent both citywide and business-type assets. Of the total net position, capital assets include \$509.4 million in the Fiscal Year 2018 and \$514.3 million in Fiscal Year 2017.

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

The recorded capital assets for the Fiscal Year 2018 decreased by \$4.9 million primarily due to the retirement of the construction in progress. The City reviewed all the costs in the construction in progress account and retired a number of project expenditures that were not considered an asset. The retirement of projects included various studies, master planning costs, and program costs.

Restricted and unrestricted net position of \$144.4 million account for 25.7% of total net position in Fiscal Year 2018, \$116.5 million account for 21.1% of total net position in Fiscal Year 2017.

The increase of \$27.9 million in Fiscal Year 2018 is primarily due to two new business-type bond issuance and increase an increase in operating grants and contributions the City received for capital projects.

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

CITY OF WEST SACRAMENTO, CALIFORNIA
SUMMARY OF NET POSITION
AS OF JUNE 30, 2018, and 2017

	Governmental Activities		Business-type Activities		Totals	
	2018	2017	2018	2017	2018	2017
Current and other assets	\$205,759,504	\$166,014,421	\$48,824,990	\$26,523,450	\$254,584,494	\$192,537,871
Capital assets	\$346,037,737	\$347,115,821	\$163,376,972	\$167,196,463	\$509,414,709	\$514,312,284
Total Assets	\$551,797,241	\$513,130,242	\$212,201,962	\$193,719,913	\$763,999,203	\$706,850,155
Total Deferred Outflows of Resources	\$23,034,403	\$16,629,577	\$3,152,903	\$10,238,207	\$26,187,306	\$26,867,784
Current and other liabilities	\$23,674,742	\$5,575,416	\$6,983,603	\$3,153,735	\$30,658,345	\$8,729,151
Non-current liabilities	\$110,110,651	\$95,425,786	\$84,638,055	\$71,934,473	\$194,748,706	\$167,360,259
Total Liabilities	\$133,785,393	\$101,001,202	\$91,621,658	\$75,088,208	\$225,407,051	\$176,089,410
Total Deferred Inflows of Resources	\$1,896,019	\$3,602,878	\$1,451,161	\$1,871,037	\$3,347,180	\$5,473,915
Net investment in capital assets	\$326,869,587	\$327,460,777	\$87,191,942	\$108,233,792	\$417,160,529	\$435,694,569
Restricted	\$59,677,816	\$89,067,409	\$24,132,284	\$159,389	\$83,810,100	\$89,226,798
Unrestricted	\$49,602,829	\$8,627,553	\$10,957,820	\$18,605,694	\$60,461,649	\$27,233,247
Total Net Position	\$439,150,232	\$425,155,739	\$122,282,046	\$126,998,875	\$561,432,278	\$552,154,614

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

Governmental Activities

Total governmental revenues reported for Fiscal Year 2018 were \$113.0 million, a net increase of \$22.0 million. The increase can be attributable to a combination of factors including a net increase in Capital Grants and Contributions (\$14.6 million), an increase in Sales and Use Tax (\$4.0 million), an increase in Property Tax (\$1.2 million), and a net combination increase in Intergovernmental revenue (\$1.2 million) and Other Taxes/Miscellaneous revenues (\$1.0 million). The increase in Capital Grants and Contributions can be attributable to a new Community Facility District construction bond issued in the Bridge District this year and a net proceed received to fund City's capital projects. The increase in Sales Tax is due to the full year revenue received for the new tax measure, Measure E. The property tax increase is due to the annual assessment of two percent increase.

Total governmental activities expenses reported in Fiscal Year 2018 were \$93.6 million, an increase of \$6.1 million, or 7.0%. The activities in the public safety decreased by \$4.8 million due to a combination of factors including a decrease in classification of general support allocation cost (\$3.7 million) from Public Safety function to Transfers. The remaining decreases are due to overtime expenditures reduced by fire mutual aid and overall pension liabilities (\$1.1 million). Increase in general government expenditures of \$2.3 million are due to increase in capital expenditures for program expenses in the Streetcar project. Increase in public works expenditures of \$9.7 million are due to increase in capital expenditures for the Grand Gateway Infrastructure project (\$8 million), decrease in current year traffic improvement projects (\$1.74 million) and the current year parking construction project (\$1.56 million).

Business-type Activities

Total business-type charges for services in Fiscal Year 2018 were reported as \$38.6 million, an increase of \$3.8 million, or 10.9%. The increase in revenues can be attributable to an increase in utility rates and new connections from development. The Water service charges revenue increased by \$3.1 million primarily due to rate increase in the water service charges for both residential and commercial also the transition from billing residential flat rate to usage metered rate. The Refuse service charges revenue increase by \$1.1 million is also due to service rate increase in both residential and commercial. The major reason for the increase is due to the third-party operator rate increase. The Port operating revenues decreased by \$0.2 million primarily due to the decrease in wharfage revenues from lack of cargo ships.

The business-type activities operating expenses for Fiscal Year 2018 were \$37.9 million, an increase of \$0.2 million, or 0.6%. The Sewer Enterprise Fund operating expenses decreased by \$0.7 million primarily due to a decrease in the costs of sewer treatment. Increase in Water Fund expenses by \$0.3 million is related to the reduced capital project contribution. The increase in Port Fund operating expenses by \$0.4 million is due to an increase in operations and maintenance expenses. The reduction of \$0.2 million in operating expenses in the Refuse Fund is primarily due to the combination decrease in salaries and benefits and operations and maintenances expenses.

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

Changes in Net Position
FOR THE FISCAL YEARS ENDED JUNE 30, 2018, and 2017

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Totals</u>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
REVENUES						
Program revenues:						
Charges for services	\$13,149,452	\$12,464,381	\$38,577,998	\$34,783,793	\$51,727,450	\$47,248,174
Operating grants and contributions	\$17,526,320	\$17,477,281	\$228,690	\$569,933	\$17,755,010	\$18,047,214
Capital grants and contributions	\$21,742,278	\$7,178,114	-	\$1,024,996	\$21,742,278	\$8,203,110
General revenues:						
Taxes:						
Property taxes	\$25,013,023	\$23,859,690	-	-	\$25,013,023	\$23,859,690
Sales and use tax	\$27,008,498	\$23,034,315	-	-	\$27,008,498	\$23,034,315
Transient Occupancy Tax	\$1,686,060	\$1,580,313	-	-	\$1,686,060	\$1,580,313
Other taxes	\$2,957,905	\$1,810,552	-	-	\$2,957,905	\$1,810,552
Intergovernmental, unrestricted	\$1,310,148	\$75,035	-	-	\$1,310,148	\$75,035
Investment earnings	\$1,543,763	\$1,555,714	\$383,969	\$192,396	\$1,927,732	\$1,748,110
Miscellaneous	\$323,422	\$1,974,050	\$282,168	-	\$605,590	\$1,974,050
Gain on sale of assets	\$713,576	-	\$210,843	-	\$924,419	-
TOTAL REVENUES	\$112,974,445	\$91,009,445	\$39,683,668	\$36,571,118	\$152,658,113	\$127,580,563
EXPENSES						
Governmental activities:						
General government	\$7,813,989	\$5,534,193			\$7,813,989	\$5,534,193
Public works	\$32,061,864	\$22,355,821			\$32,061,864	\$22,355,821
Public safety	\$35,356,803	\$40,119,002			\$35,356,803	\$40,119,002
Community development	\$4,809,138	\$6,566,785			\$4,809,138	\$6,566,785
Landscaping and street lighting	\$2,847,253	\$2,462,335			\$2,857,253	\$2,462,335
Culture and recreation	\$8,942,645	\$9,007,434			\$8,942,645	\$9,007,434
Housing rehabilitation	\$873,258	\$493,282			\$873,258	\$493,282

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

	Governmental Activities		Business-type Activities		Totals	
	2018	2017	2018	2017	2018	2017
Interest on long-term debt	\$863,866	\$915,940			\$863,866	\$915,940
Business-type activities						
Sewer			\$13,027,757	\$13,683,629	\$12,192,443	\$13,683,629
Water			\$13,924,802	\$13,673,098	\$13,924,802	\$13,673,098
Port			\$3,600,213	\$3,181,272	\$3,600,213	\$3,181,272
Refuse			\$7,409,506	\$7,193,809	\$7,409,506	\$7,193,809
TOTAL EXPENSES	\$93,568,816	\$87,454,792	\$37,962,278	\$37,731,808	\$131,531,094	\$125,186,600
EXCESS REVENUES BEFORE TRANSFERS AND SPECIAL ITEMS	\$19,405,629	\$3,554,653	\$1,721,390	(\$1,160,690)	\$21,127,019	\$2,393,963
SPECIAL ITEMS AND TRANSFERS						
Transfers	\$5,437,766	(\$645,687)	(\$5,437,766)	\$645,687	-	-
TOTAL SPECIAL ITEMS AND TRANSFERS	\$5,437,766	(\$645,687)	(\$5,437,766)	\$645,687	-	-
CHANGES IN NET POSITION	\$24,843,395	\$2,908,966	(\$3,716,376)	(\$515,003)	\$21,127,019	\$2,393,963
Net Position - Beginning	\$425,155,739	\$422,246,773	\$126,998,875	\$127,513,878	\$552,154,614	\$549,760,651
Restatement (GASB 75 implementation)	(\$10,848,902)	-	(\$1,000,453)	-	(\$11,849,355)	-
NET POSITION - Ending	\$439,150,232	\$425,155,739	\$122,282,046	\$126,998,875	\$561,432,278	\$552,154,614

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

Governmental Activities

The following table shows the cost of each of the City's major programs and the net cost of the programs. Net revenues are the total cost less fees and other direct revenue generated by those activities. The net revenues reflect the financial burden that was placed on the City taxpayers by each of the programs.

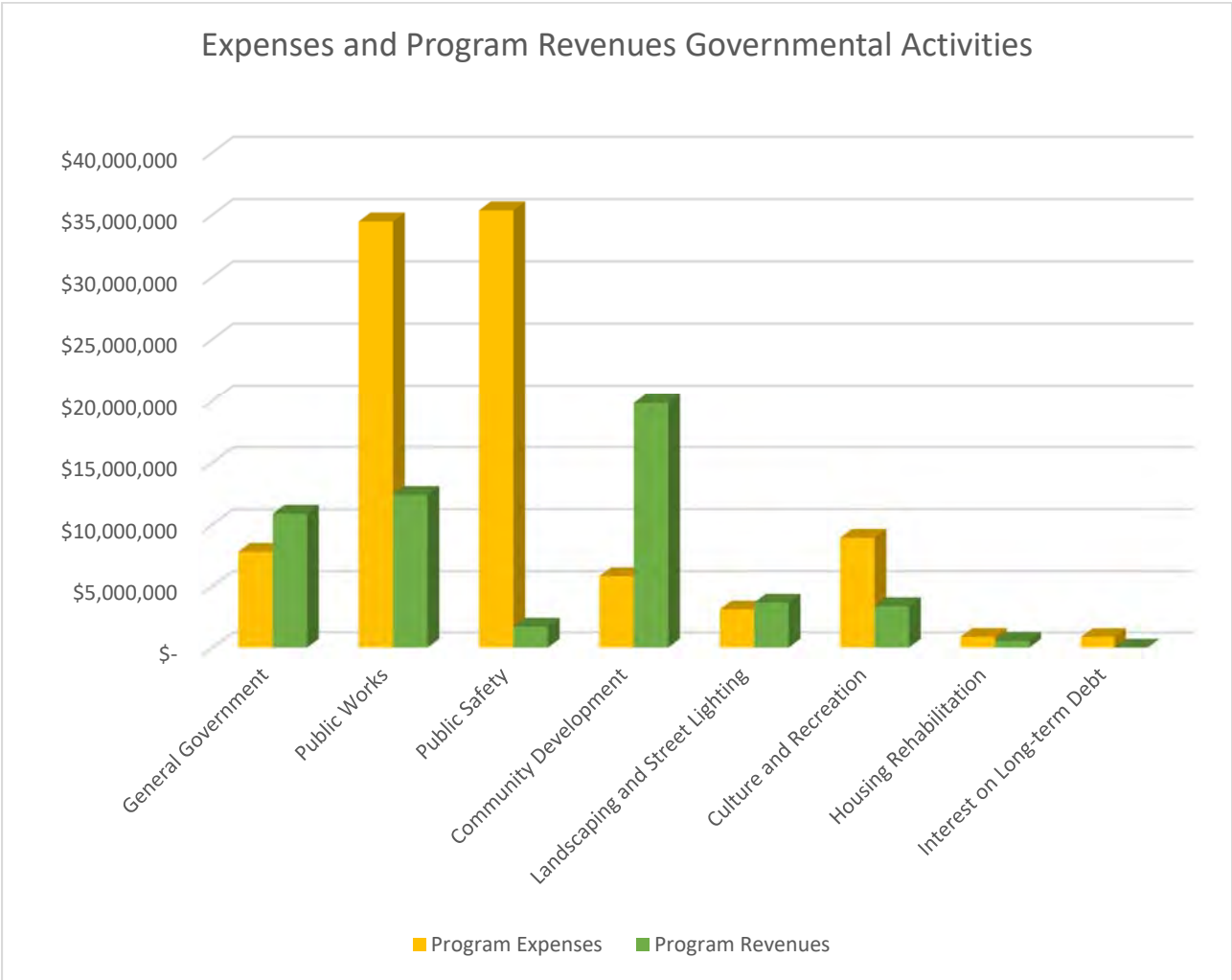
Summary Net Position
FOR THE FISCAL YEARS ENDED JUNE 30, 2018, and 2017

	2018		2017	
	Total Cost of Services	Net Revenues	Total Cost of Services	Net Revenues
General Government	\$7,813,989	\$3,056,962	\$5,534,193	\$2,953,108
Public Works	\$32,061,864	(\$19,665,960)	\$22,355,821	(\$10,310,466)
Public Safety	\$35,356,803	(\$33,640,978)	\$40,119,002	(\$37,672,422)
Community Development	\$4,809,138	\$15,012,389	\$6,566,785	(\$999,581)
Landscaping and Street Lighting	\$2,847,253	\$828,348	\$2,462,335	\$894,808
Culture and Recreation	\$8,942,645	(\$5,559,705)	\$9,007,434	(\$4,252,092)
Housing Rehabilitation	\$873,258	(\$317,956)	\$493,282	(\$32,431)
Interest on Long-term Debt	\$863,866	(\$863,866)	\$915,940	(\$915,940)
	\$93,568,816	(\$41,150,766)	\$87,454,792	(\$50,335,016)

All functions/programs of Governmental Activities except General Government, Landscaping and Street Lighting and Housing Rehabilitation, with a net cost of \$41.2 million, demand the most resources from City taxpayers. The City's growing population has required significant capital investment, including service programs for fire and police protection as well as public works for new residential areas. Very few direct revenues (charges for these services) can be garnered to offset these expenditures, thereby requiring taxes to fund these services.

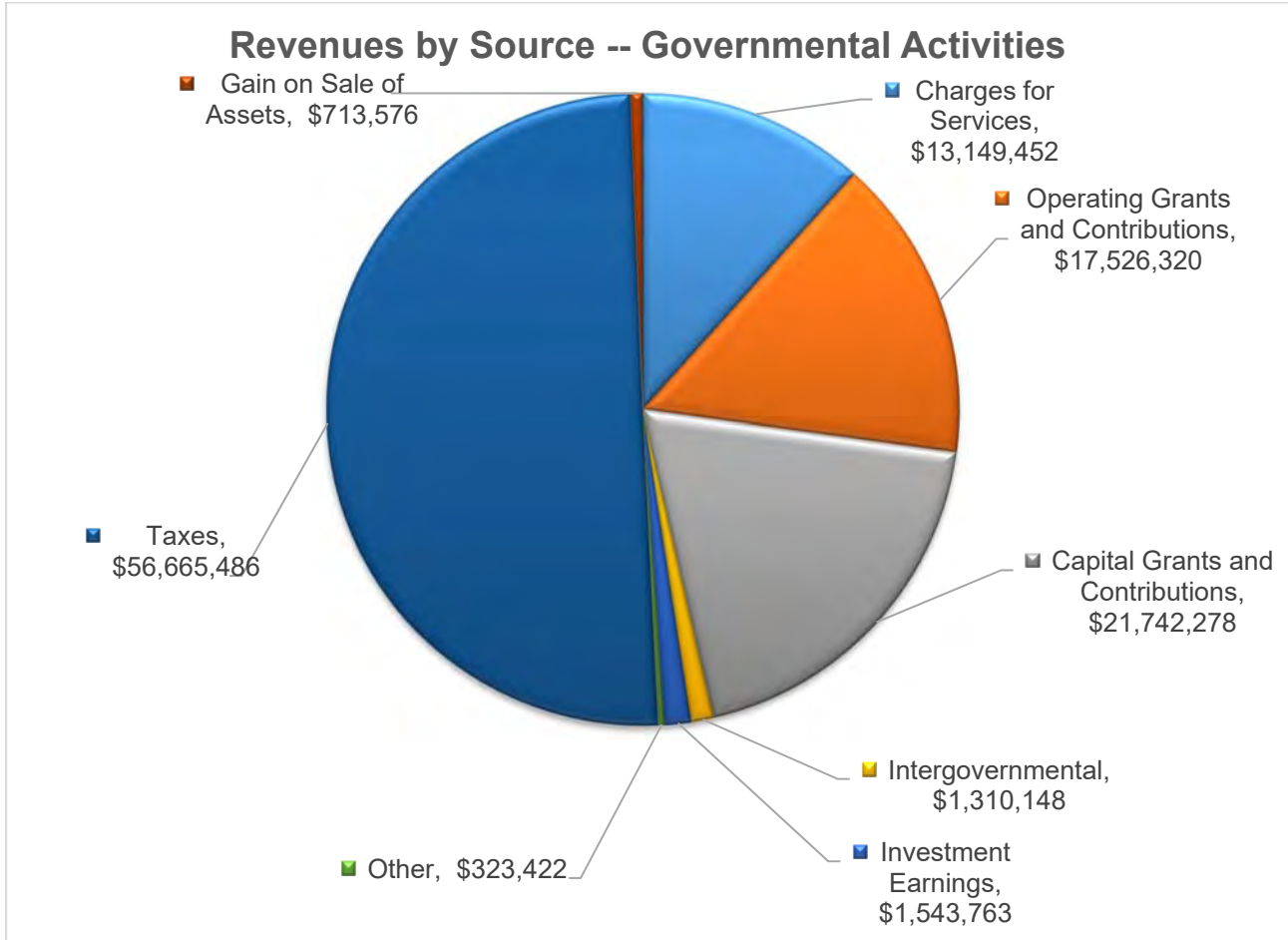
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

The following chart illustrates the comparison between expenses and program revenues for Governmental Activities:



MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

The following chart illustrates sources of revenues for Governmental Activities:



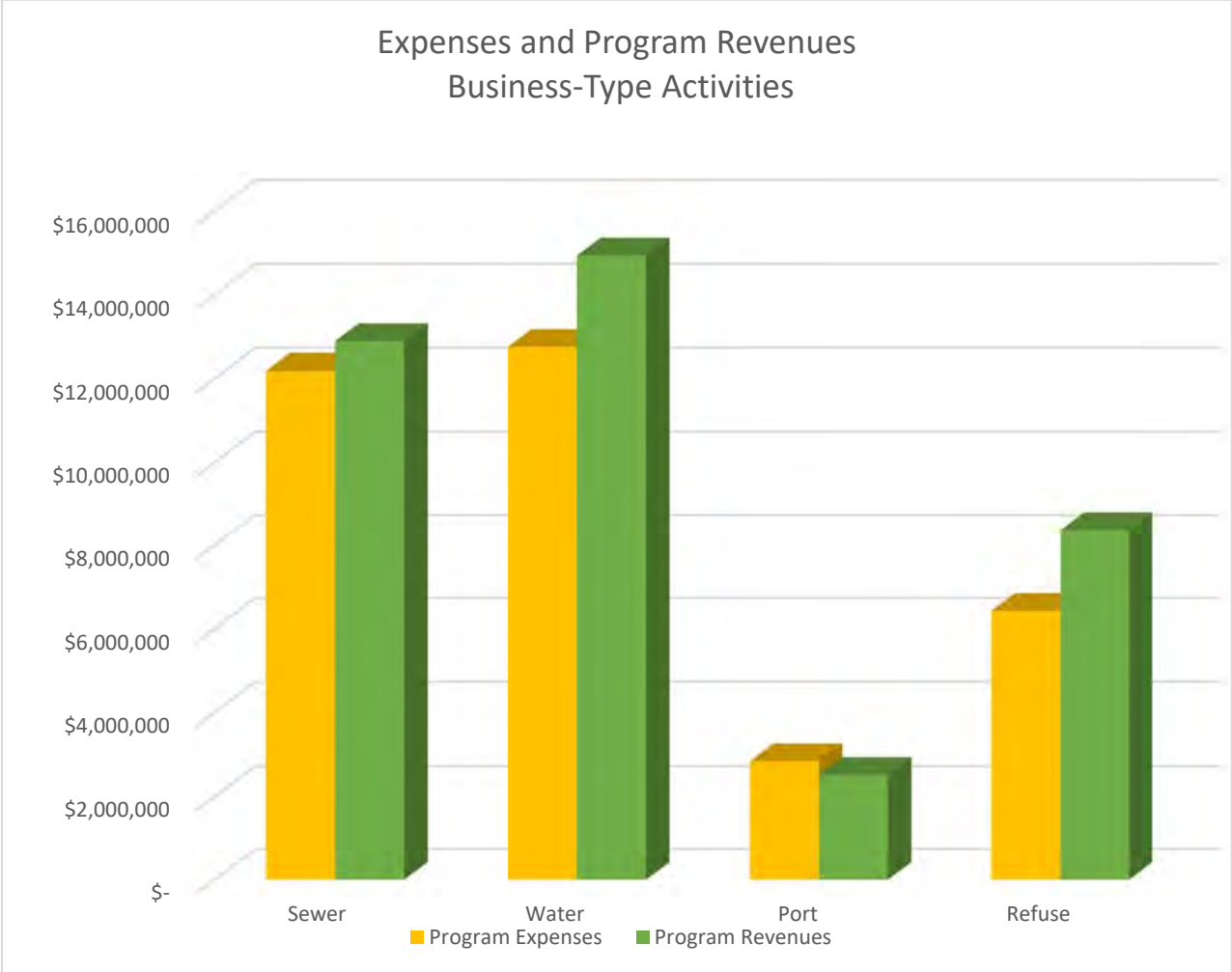
Business-type activities. Business-type activities decreased the City's net position by \$0.5 million (includes General Revenues). The net changes in business-type activities were due to the increase in sewer treatment costs and the timing of the capital expenditures that were approved in the biennial budget.

Summary Net Position
FOR THE FISCAL YEARS ENDED JUNE 30, 2018, and 2017

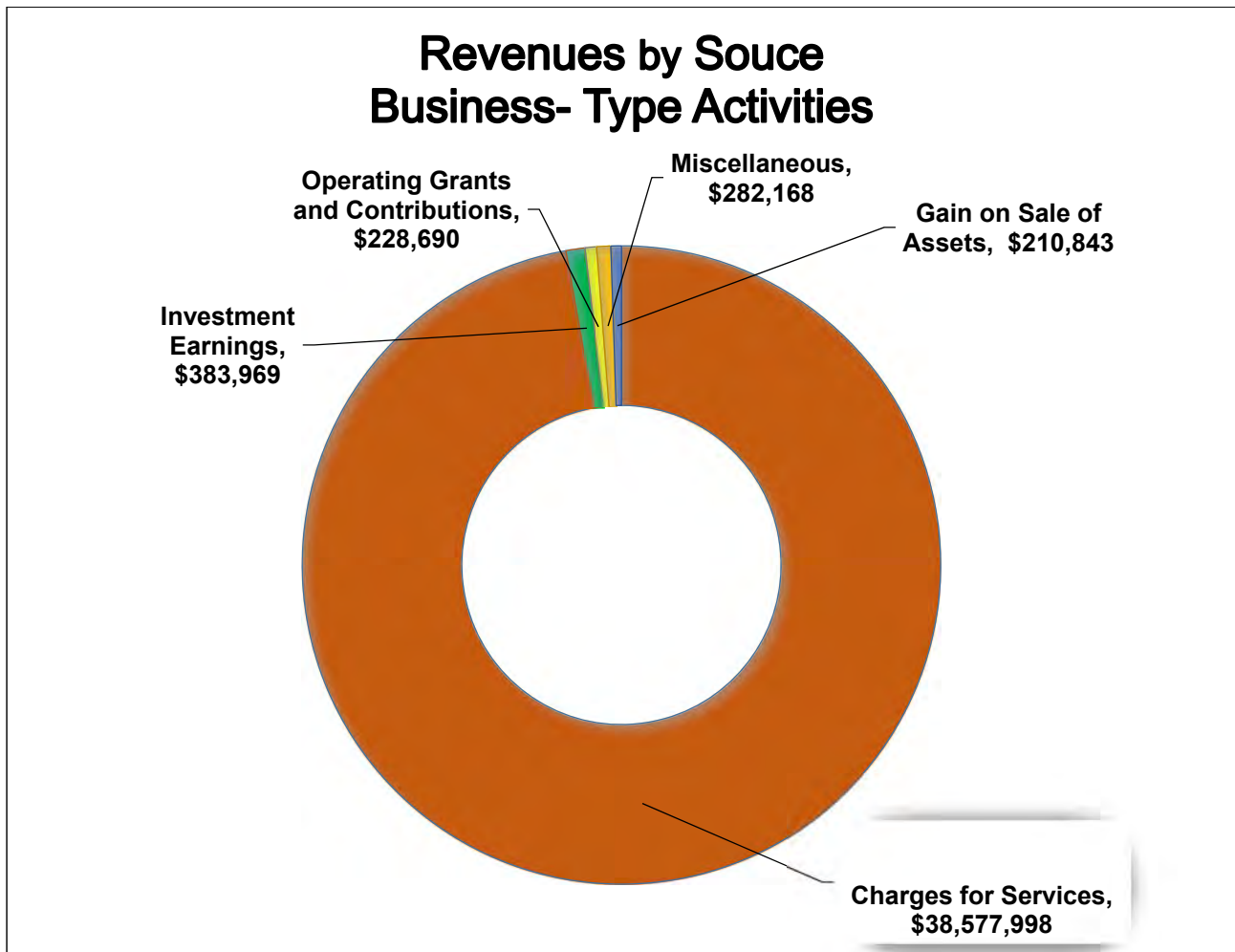
	2018		2017	
	Total Cost of Services	Net Revenues	Total Cost of Services	Net Revenues
Sewer	\$13,027,757	(\$131,924)	\$13,683,629	(\$75,191)
Water	\$13,924,802	\$1,017,357	\$13,673,098	(\$1,270,248)
Port	\$3,600,213	(\$1,017,894)	\$3,181,272	(\$131,756)
Refuse	\$7,409,506	\$976,871	\$7,193,809	\$124,109
	<u>\$37,962,278</u>	<u>\$844,410</u>	<u>\$37,731,808</u>	<u>(\$1,353,086)</u>

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

The following chart illustrates the comparison between program expenses and program revenues for business-type activities.



The following chart illustrates revenues by source for business-type activities:



Financial Analysis of the Government's Funds

The City uses fund accounting to assure and demonstrate compliance with finance-related legal requirements. The fund financial statements focus on individual parts of the City government, reporting the City's operations in more detail than the government-wide financial statements.

Governmental funds

At fiscal year-end June 30, 2018, the City's governmental funds reported a combined fund balance of \$173.4 million, an increase of \$25.5 million. The General Fund did not report any major changes, nor did the HCD Block Grant Fund or the Low Mod Income Housing Asset Fund; however, there were three additional major funds identified and two of them had significant fund balances. In General Fund, the increase in revenue is due to increases in Sales and Use Tax (\$4.0 million), Property Tax (\$1.2 million), and a net combination increase in Intergovernmental revenue (\$1.2 million) and Other Taxes/Miscellaneous revenues (\$1.0 million). The increases in revenues offset

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

majority of the increase of the expenses with a result of slightly lower fund balance of \$0.1 million from the prior year ending fund balance.

The fund balance reported in the HCD Block Grant Fund increased by \$0.3 million in Fiscal Year 2018. The change in fund balance is due to the program income received from outstanding housing loans transactions in the CDBG grant.

The fund balance reported in the Low Moderate Income Housing Asset Fund increased by \$22,000 and is due to the program income received from outstanding loans with required residual receipts annual payments.

The Community Development Performance Bond Support Fund reported a refundable liability of \$9.4 million in Fiscal Year 2018 as one of the newly reported major funds. This is one of the Special Revenue Funds that holds performance securities such as deposits or bonds for the Community Development function. In this fiscal year, a significant deposit was received from a developer for \$6.6 million to ensure a water tank construction is completed for the development area. This deposit is to be refunded in Fiscal Year 2019 when it is replaced by a performance bond.

The Community Investment (Measure G) Capital Fund reported a fund balance of \$8.8 million in Fiscal Year 2018 as one of the major funds identified. This is one of the Capital Projects Funds and revenue sources are City's sales tax measure (Measure G) and State and Federal Grants. Total revenue received from the tax measure in this Fiscal Year is \$17.5 million and \$2.1 million from the grants. The expenses for this fund can be identified by several significant projects. They are the Grand Gateway Infrastructure project for \$8 million, Sycamore Trail Phases 2&3 project for \$0.7 million, Broadway Bridge Environmental project for \$0.75 million, Bike Land Gap Closure project \$0.4 million and combined I-Street Deck Conversion and Pioneer Bluff Plan for a total of \$0.85 million.

The last major fund is the Community Facilities Districts Capital Fund which is also one of the Capital Project Funds. The fund balance of \$15.3 million is reported in Fiscal Year 2018 which included prior year ending fund balance of \$5.7 million. The revenue source is the proceeds of \$14 million from the issuance of Community Facility Development Bond 27 for the Bridge District Construction. Project expenses in the current fiscal year are \$2.3 million paid for Garden park land and street right of way dedication pursuant to developer reimbursement agreement, Public Parking project of \$1.1 million, Mill Street Pier project for \$0.6 million and Public Art project for \$0.4 million.

Proprietary funds

The net position of the Sewer Fund was \$45.0 million in Fiscal Year 2018 and \$50.8 million in Fiscal Year 2017. The reduction of \$5.8 million net position is due to increase in liability for a new sewer bond issuance and increased contributions to capital projects.

The net position of the Water Fund was \$37.8 million in Fiscal Year 2018, \$37.1 million in Fiscal Year 2017. The net increase of \$0.7 million in Fiscal Year 2018 is primarily due to the water service rate increase and transition of residential billings from flat rate to metered usage rate.

The net position of the Port Fund was \$36.6 million in Fiscal Year 2018 and \$37.3 million in Fiscal Year 2017. The decrease of net position by \$0.6 million is due to a decrease in charges for services and increase in operating expenses.

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

The net position of Refuse Fund was \$2.8 million in Fiscal Year 2018 and \$1.9 million in Fiscal Year 2017. The net increase of \$0.9 million in Fiscal Year 2018 is due to the net effect of refuse service rate increase and the increase of operating expenses.

General Fund Budgetary Highlights

The City has historically adopted two budgets. The first is an operational biennial budget that includes operational costs, staffing, vehicles, and minor departmental capital expenditures. The second is a capital improvement program biennial budget approved by City Council separately from the operating budget. The current biennial budget consolidates both the operational and capital improvement budgets and was adopted by the City Council as one budget.

Actual capital outlay expenditures were budgeted under each General governmental activity. The final budget for expenditures reported in the General Fund was \$0.2 million lower than actual expenses. The primary areas that caused the variance were in under budget of Capital Outlay and overage in General Government.

Actual revenues were \$2.9 million higher than the final budget amounts. The actual property taxes exceeded the budget by \$0.96 million and sales taxes were also exceeded the budget by \$0.66 million. Special benefit assessment for operations exceeded the budget by \$0.07 million. The increase of \$1.69 million actual revenues that exceeded budget were the accumulation of fees, licenses and permits.

Capital assets

The City's investment in capital assets, net of depreciation, for its governmental and business-type activities were \$509 million as of June 30, 2018 and \$514 million as of June 30, 2017, respectively.

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2018

**CAPITAL ASSETS (NET OF DEPRECIATION)
AS OF JUNE 30, 2018, and 2017**

	Governmental Activities		Business-type Activities		Totals	
	2018	2017	2018	2017	2018	2017
Land	\$26,256,901	\$26,525,794	\$12,907,776	\$12,740,902	\$39,164,677	\$39,266,696
Construction in progress	\$19,236,680	\$6,865,931	\$3,055,186	\$1,098,427	\$22,291,866	\$7,964,358
Buildings and improvements	\$58,592,756	\$59,418,042	\$29,631,642	\$31,561,260	\$88,224,398	\$90,979,302
Machinery and equipment	\$4,070,525	\$4,914,050	\$3,691,379	\$3,864,993	\$7,761,904	\$8,779,043
Infrastructure	\$237,880,875	\$249,392,004	\$114,090,989	\$117,930,881	\$351,971,864	\$367,322,885
TOTAL	\$346,037,737	\$347,115,821	\$163,376,972	\$167,196,463	\$509,414,709	\$514,312,284

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2018

Major capital asset events during the year included governmental infrastructure improvements with the following costs:

- Grand Gateway Infrastructure Project \$8 million,
- Streetcar Design Phase II Project \$2.86 million,
- Bryte Park Phase II Project \$1.5 million,
- Storm Drain Master Plan \$0.3 million, and
- Riverfront Extension-South Bridge District Project \$0.4 million.

Business-type activities of capital improvements included \$0.2 million for the Sewer Capital Projects, \$0.3 million for the Linden West Water Main Replacement Project and \$2.1 million for the Linden Loop Water Meter Replacement Project.

More detail of the capital assets and current transactions can be found in Note 6 of the Financial Statements.

Long-term debt

The City's long-term liabilities of financing capital assets and pension obligation for its governmental and business-type activities as of June 30, 2018 are \$19.6 million and \$81.2 million, respectively, for a total of \$100.7 million. In September 2017, the City Council approved the issuance of the Water Revenue Bonds, Series 2017 in the amount of \$15 million and Sewer Revenue Bonds, Series 2017 in the amount of \$9 million to fund a series of capital improvement projects that have been identified as part of the water and sewer master plans. The bonds were sold on October 25, 2017 and the bond proceeds were deposited with the bank trustee. To date, a portion of the bonds have been used to fund construction of utility improvements in the Washington Neighborhood.

More detail of the long-term liabilities and current transactions can be found in Note 7 of the Financial Statements.

Economic Outlook

For Fiscal Year 2019, we anticipate a slight increase in property tax revenues and sales tax revenues from what was budgeted based on the total amounts received in Fiscal Year 2018. In addition, we expect Transient Occupancy Tax revenues to increase significantly over budget based on a recent audit which recovered under-reported tax and corrected the errors on a go-forward basis. The City's expenditures related to employee salaries and benefits continue to increase at a higher rate, primarily due to increases in pension rates. The City will review the outlook for revenues and expenditures as part of the mid-year budget update.

Requests for Information

This Comprehensive Annual Financial Report is intended to provide citizens, taxpayers, investors, and creditors with a general overview of the City's finances. If you have any questions about this report, need additional financial information, or would like to obtain component unit financial statements, contact the City of West Sacramento Administrative Services Department, 1110 West Capitol Avenue, West Sacramento, CA 95691, or visit the City's web page at www.cityofwestsacramento.org.

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CITY OF WEST SACRAMENTO
STATEMENT OF NET POSITION
June 30, 2018

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash and investments	\$ 108,308,702	\$ 19,858,297	\$ 128,166,999
Receivables:			
Accounts receivable and other assets	904,394	7,520,448	8,424,842
Interest receivable	6,410,900	43	6,410,943
Notes receivable	50,736,785	518,901	51,255,686
Grants receivable	2,689,188	-	2,689,188
Prepaid expenses	48,561	4,985	53,546
Prepaid lease	2,100,000	-	2,100,000
Internal balances	3,234,582	(3,234,582)	-
Due from other governments	11,770,522	24,614	11,795,136
Restricted assets:			
Cash and investments	3,012,760	-	3,012,760
Cash and investments with fiscal agents	13,322,926	24,132,284	37,455,210
Land held for resale	3,220,184	-	3,220,184
Capital assets:			
Non-depreciable	45,493,581	15,962,962	61,456,543
Depreciable, net of accumulated depreciation	300,544,156	147,414,010	447,958,166
Total assets	<u>551,797,241</u>	<u>212,201,962</u>	<u>763,999,203</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred amount on refunding of debt	427,786	2,375,409	2,803,195
Pensions	20,174,742	553,234	20,727,976
OPEB	2,431,875	224,260	2,656,135
Total deferred outflows of resources	<u>23,034,403</u>	<u>3,152,903</u>	<u>26,187,306</u>
LIABILITIES			
Accounts payable	4,861,905	987,218	5,849,123
Salaries and benefits payable	2,051,380	55,235	2,106,615
Interest payable	168,597	854,517	1,023,114
Due to other governments	1,564,468	1,073,995	2,638,463
Refundable deposits	9,441,973	741,901	10,183,874
Unearned revenue	781,971	125,655	907,626
Pension liability, net	77,936,374	2,324,658	80,261,032
Other post employment benefits payable, net	12,596,493	1,161,612	13,758,105
Noncurrent liabilities, due within one year	4,804,448	3,145,083	7,949,531
Noncurrent liabilities, due after one year	19,577,784	81,151,784	100,729,568
Total Liabilities	<u>133,785,393</u>	<u>91,621,658</u>	<u>225,407,051</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred amount on refunding of debt	-	193,832	193,832
Service concession arrangement	-	1,167,561	1,167,561
Pensions	1,577,454	60,391	1,637,845
OPEB	318,565	29,377	347,942
Total deferred inflows of resources	<u>1,896,019</u>	<u>1,451,161</u>	<u>3,347,180</u>
NET POSITION			
Net investment in capital assets	329,869,587	87,191,942	417,061,529
Restricted for:			
Housing rehabilitation	11,200,525	-	11,200,525
Street, road and drainage projects	12,780,258	-	12,780,258
Community development	15,574,966	-	15,574,966
Capital projects	12,764,705	15,088,523	27,853,228
Parks and recreation	1,578,363	-	1,578,363
Public safety	3,798,970	-	3,798,970
Information technology	172,978	-	172,978
Debt service	1,807,051	9,043,761	10,850,812
Unrestricted	<u>49,602,829</u>	<u>10,957,820</u>	<u>60,560,649</u>
Total net position	<u>\$ 439,150,232</u>	<u>\$ 122,282,046</u>	<u>\$ 561,432,278</u>

See accompanying notes to financial statements

CITY OF WEST SACRAMENTO
STATEMENT OF ACTIVITIES
For the year ended June 30, 2018

Functions/Programs	<u>Expenses</u>	<u>Program Revenues</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>
Governmental activities				
General government	7,813,989	\$ 1,729,592	\$ 6,304,967	\$ 2,836,392
Public works	32,061,864	3,713,467	4,756,074	3,926,363
Public safety	35,356,803	873,772	486,529	355,524
Community development	4,809,138	3,736,876	2,173,446	13,911,205
Landscaping and street lighting	2,847,253	16,370	3,630,996	28,235
Culture and recreation	8,942,645	2,698,381	-	684,559
Housing rehabilitation	873,258	380,994	174,308	-
Interest on long term debt	863,866	-	-	-
Total governmental activities	<u>93,568,816</u>	<u>13,149,452</u>	<u>17,526,320</u>	<u>21,742,278</u>
Business-type activities				
Sewer	13,027,757	12,894,073	1,760	-
Water	13,924,802	14,759,368	182,791	-
Port	3,600,213	2,538,180	44,139	-
Refuse	7,409,506	8,386,377	-	-
Total business-type activities	<u>37,962,278</u>	<u>38,577,998</u>	<u>228,690</u>	<u>-</u>
Total	<u>\$ 131,531,094</u>	<u>\$ 51,727,450</u>	<u>\$ 17,755,010</u>	<u>\$ 21,742,278</u>
General revenues				
Taxes:				
Property				
Sales				
Transient occupancy				
Other				
Intergovernmental, unrestricted				
Investment earnings				
Gain on sale of capital assets				
Miscellaneous				
Transfers				
Total general revenues and transfers				
Change in Net Position				
Net position, beginning of year				
Cumulative effect of GASB 75 implementation				
Net Position, beginning of year as restated				
Net Position - end of year				

Net (Expense) Revenue and
Changes in Net Position

<u>Governmental</u> <u>Activities</u>	<u>Business-Type</u> <u>Activities</u>	<u>Total</u>
\$ 3,056,962	\$ -	\$ 3,056,962
(19,665,960)	-	(19,665,960)
(33,640,978)	-	(33,640,978)
15,012,389	-	15,012,389
828,348	-	828,348
(5,559,705)	-	(5,559,705)
(317,956)	-	(317,956)
(863,866)	-	(863,866)
<u>(41,150,766)</u>	<u>-</u>	<u>(41,150,766)</u>
-	(131,924)	(131,924)
-	1,017,357	1,017,357
-	(1,017,894)	(1,017,894)
-	976,871	976,871
<u>-</u>	<u>844,410</u>	<u>844,410</u>
<u>\$ (41,150,766)</u>	<u>\$ 844,410</u>	<u>\$ (40,306,356)</u>
25,013,023	-	25,013,023
27,008,498	-	27,008,498
1,686,060	-	1,686,060
2,957,905	-	2,957,905
1,310,148	-	1,310,148
1,543,763	383,969	1,927,732
713,576	210,843	924,419
323,422	282,168	605,590
<u>5,437,766</u>	<u>(5,437,766)</u>	<u>-</u>
65,994,161	(4,560,786)	61,433,375
24,843,395	(3,716,376)	21,127,019
425,155,739	126,998,875	552,154,614
<u>(10,848,902)</u>	<u>(1,000,453)</u>	<u>(11,849,355)</u>
<u>414,306,837</u>	<u>125,998,422</u>	<u>540,305,259</u>
<u>\$ 439,150,232</u>	<u>\$ 122,282,046</u>	<u>\$ 561,432,278</u>

See accompanying notes to financial statements

FUND FINANCIAL STATEMENTS

Fund financial statements are presented by individual major funds, while non-major funds are combined in a single column. Major funds are defined generally as having significant activities or balances in the current year.

MAJOR GOVERNMENTAL FUNDS

The funds described below were determined to be major funds by the City. Individual non-major funds may be found in the Supplementary section.

General Fund - to account for all revenues and expenditures necessary to carry out basic governmental activities of the City that are not accounted for through other funds. For the City, the General Fund includes such activities as police protection, planning, engineering, public works operations and maintenance, and legal and administrative services.

HCD Block Grant Special Revenue Fund - to account for revenues and the associated expenditures of appropriated HCD Block Grant funds, which are specifically restricted to benefit low income persons by eliminating substandard housing throughout the community.

Low Mod Income Housing Asset Special Revenue Fund - to account for the activities of the housing assets of the former Redevelopment Agency of the City of West Sacramento, including loans receivable and payments thereon, state and federal grants and reimbursements from other agencies received for low income housing activities as allowed by AB 1484. When loans accounted for in the Low and Moderate Income Housing Fund are repaid, if the resources are not used for housing activities within three years, 20% of the resulting residual funds are required to be provided to the Successor Agency to the Redevelopment Agency Private-Purpose Trust Fund in accordance with AB 1484.

Community Development Performance Bonds Support Services Special Revenue Fund - to account for refundable community development performance bonds received from developers.

Community Investment (Measure G) Capital Projects Fund - to account for revenues from the former Redevelopment Agency that are committed for infrastructure improvements and economic development activities within the City under Measure G.

Community Facilities District Capital Projects Fund - to account for acquisition and construction activity of various community facilities districts of the City.

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CITY OF WEST SACRAMENTO
BALANCE SHEET
GOVERNMENTAL FUNDS
June 30, 2018

	Special Revenue Funds			
	General Fund	HCD Block Grant Fund	Low Mod Income Housing Asset Fund	Community Development Performance Bond Support Fund
ASSETS				
Cash and investments	\$ 34,322,333	\$ 2,956,520	\$ 397,245	\$ 9,413,879
Receivables:				
Accounts receivable and other assets	657,742	-	-	-
Interest receivable	437,266	1,754,657	4,213,587	-
Notes receivable, net	298,522	17,700,751	32,437,991	-
Grants receivable	-	13,001	-	-
Prepaid expenditures	44,798	-	-	-
Prepaid lease	-	-	-	-
Due from other governments	5,766,548	-	-	-
Advances to other funds	5,320,682	-	-	-
Restricted assets:				
Cash and Investments	3,012,760	-	-	-
Cash and investments with fiscal agents	-	-	-	-
Land held for resale	3,220,184	-	-	-
	<u>3,220,184</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total assets	<u>\$ 53,080,835</u>	<u>\$ 22,424,929</u>	<u>\$ 37,048,823</u>	<u>\$ 9,413,879</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES				
Accounts payable	\$ 488,576	\$ 6,256	\$ -	\$ -
Salaries and benefits payable	921,392	518	-	-
Due to other governments	1,449,370	20,230	-	-
Refundable deposits	26,656	-	-	9,413,879
Unearned revenue	-	-	-	-
Compensated absences	233,528	-	-	-
Advances from other funds	3,106,661	-	-	-
	<u>3,106,661</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>6,226,183</u>	<u>27,004</u>	<u>-</u>	<u>9,413,879</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenues	67,877	1,752,910	4,213,587	-
	<u>67,877</u>	<u>1,752,910</u>	<u>4,213,587</u>	<u>-</u>
FUND BALANCES				
Fund balances:				
Nonspendable	8,884,186	-	-	-
Restricted	-	20,645,015	32,835,236	-
Committed	14,281,989	-	-	-
Assigned	3,168,632	-	-	-
Unassigned	20,451,968	-	-	-
	<u>20,451,968</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>46,786,775</u>	<u>20,645,015</u>	<u>32,835,236</u>	<u>-</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 53,080,835</u>	<u>\$ 22,424,929</u>	<u>\$ 37,048,823</u>	<u>\$ 9,413,879</u>

<u>Capital Projects Funds</u>			
Community Investment (Measure G) Capital Fund	Community Facilities Districts Capital Fund	Non-Major Governmental Funds	Total Governmental Funds
\$ 11,747,803	\$ 2,814,742	\$ 46,656,180	\$ 108,308,702
-	-	246,653	904,395
5,174	-	216	6,410,900
36,417	-	263,104	50,736,785
1,866,024	-	810,163	2,689,188
-	-	3,763	48,561
-	-	2,100,000	2,100,000
116,830	-	5,887,144	11,770,522
-	-	8,700,561	14,021,243
-	-	-	3,012,760
-	12,437,771	885,155	13,322,926
-	-	-	3,220,184
<u>\$ 13,772,248</u>	<u>\$ 15,252,513</u>	<u>\$ 65,552,939</u>	<u>\$ 216,546,166</u>
\$ 3,364,373	\$ -	\$ 1,002,700	\$ 4,861,905
-	-	1,129,470	2,051,380
-	-	94,868	1,564,468
-	-	1,438	9,441,973
-	-	781,971	781,971
-	-	-	233,528
-	-	7,680,000	10,786,661
<u>3,364,373</u>	<u>-</u>	<u>10,690,447</u>	<u>29,721,886</u>
<u>1,634,692</u>	<u>-</u>	<u>5,741,405</u>	<u>13,410,471</u>
-	-	11,067,428	70,090,356
-	15,252,513	12,155,771	30,749,793
8,773,183	-	32,169,288	55,224,460
-	-	-	3,168,632
-	-	(6,271,400)	14,180,568
<u>8,773,183</u>	<u>15,252,513</u>	<u>49,121,087</u>	<u>173,413,809</u>
<u>\$ 13,772,248</u>	<u>\$ 15,252,513</u>	<u>\$ 65,552,939</u>	<u>\$ 216,546,166</u>

See accompanying notes to financial statements

CITY OF WEST SACRAMENTO
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
WITH THE STATEMENT OF NET POSITION
June 30, 2018

Total fund balances - governmental funds	\$	173,413,809
Amounts reported for the governmental activities in the statement of net position are different because:		
Capital assets		
Capital assets used in governmental activities are not current assets or financial resources and, therefore, are not reported as assets in the governmental funds.		346,037,737
Pensions		
Pension contributions subsequent to the plan's measurement date and other deferrals will reduce the pension liability in the future and are reported as deferred outflows of resources on the statement of net position.		20,174,742
Net differences between projected and actual earnings on pension plan investments are reported as deferred inflows of resources on the statement of net position.		(1,577,454)
Other postemployment benefits (OPEB)		
OPEB contributions subsequent to the plan's measurement date and other deferrals will reduce the OPEB liability in the future and are reported as deferred outflows of resources on the statement of net position.		2,431,875
Net differences between projected and actual earnings on OPEB plan investments are reported as deferred inflows of resources on the statement of net position.		(318,565)
Unavailable revenues		
Unavailable revenues are not available to pay current period expenditures and therefore are deferred in the governmental funds.		
Recognize deferred inflows on unavailable revenues		13,410,470
Long-term liabilities		
Long-term liabilities are not due and payable in the current period and therefore are not reported in the governmental funds. Those liabilities consist of:		
Deferred amount on refunding of debt		427,786
Interest payable accrued on long-term liabilities		(168,597)
Long-term liabilities		(19,585,550)
Long-term compensated absences not accrued in governmental funds		(4,563,154)
Net pension liability		(77,936,374)
Net OPEB liability		(12,596,493)
Net position of governmental activities	\$	<u>439,150,232</u>

See accompanying notes to financial statements.

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CITY OF WEST SACRAMENTO
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
For the year ended June 30, 2018

	Special Revenue Funds			
	General Fund	HCD Block Grant Fund	Low Mod Income Housing Asset Fund	Community Development Performance Bond Support Fund
Revenues				
Taxes:				
Property	\$ 25,013,023	\$ -	\$ -	\$ -
Sales and use	27,008,498	-	-	-
Transient occupancy	1,686,060	-	-	-
Real property transfer	362,560	-	-	-
Special benefit assessment for operations	5,198,794	-	-	-
Contributions from developers and homeowners	311,031	-	-	-
Franchise fees	1,966,415	-	-	-
Fees, licenses and permits	391,279	-	-	-
Fines and forfeitures	244,648	-	-	-
Use of money and property	448,536	205,399	4,592	-
Intergovernmental	339,959	488,594	17,795	-
Charges for services	2,008,098	386,298	-	-
Other revenues	941,396	35,750	-	-
Total revenues	65,920,297	1,116,041	22,387	-
Expenditures				
Current:				
General government	11,378,087	-	-	-
Public works	1,503,202	-	-	-
Public safety	30,376,151	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	7,517,936	-	-	-
Housing rehabilitation	-	873,258	-	-
Capital outlay	2,458,316	-	-	-
Debt service:				
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	53,233,692	873,258	-	-
Excess (deficiency) of revenues over (under) expenditures	12,686,605	242,783	22,387	-
Other financing sources and uses				
Proceeds from sale of capital assets	896	-	-	-
Transfers in	5,122,010	14,247	-	-
Transfers out	(17,948,634)	-	-	-
Total other financing sources and uses	(12,825,728)	14,247	-	-
Net change in fund balances	(139,123)	257,030	22,387	-
Beginning fund balances	46,925,898	20,387,985	32,812,849	-
Ending fund balances	\$ 46,786,775	\$ 20,645,015	\$ 32,835,236	\$ -

Capital Projects Funds			
Community Investment (Measure G) Capital Fund	Community Facilities Districts Capital Fund	Non-Major Governmental Funds	Total Governmental Funds
\$ -	\$ -	\$ -	\$ 25,013,023
-	-	-	27,008,498
-	-	-	1,686,060
-	-	-	362,560
-	-	3,886,538	9,085,332
-	13,911,205	786,151	15,008,387
-	-	331,548	2,297,963
-	-	6,224,466	6,615,745
-	-	52,568	297,216
(6,084)	154,362	449,342	1,256,147
2,146,301	-	5,964,265	8,956,914
-	-	7,032,320	9,426,716
<u>97,863</u>	<u>-</u>	<u>1,135,348</u>	<u>2,210,357</u>
<u>2,238,080</u>	<u>14,065,567</u>	<u>25,862,546</u>	<u>109,224,918</u>
-	-	504,400	11,882,487
1,745,064	2,309,577	8,219,711	13,777,554
-	-	1,366,969	31,743,120
-	-	4,500,951	4,500,951
-	-	2,754,793	2,754,793
-	850	664,770	8,183,556
-	-	-	873,258
9,324,647	-	3,175,289	14,958,252
-	-	2,910,919	2,910,919
-	-	835,879	835,879
<u>11,069,711</u>	<u>2,310,427</u>	<u>24,933,681</u>	<u>92,420,769</u>
<u>(8,831,631)</u>	<u>11,755,140</u>	<u>928,865</u>	<u>16,804,149</u>
-	-	3,298,836	3,299,732
17,473,525	-	10,005,541	32,615,323
<u>-</u>	<u>(2,237,202)</u>	<u>(6,991,721)</u>	<u>(27,177,557)</u>
17,473,525	(2,237,202)	6,312,656	8,737,498
8,641,894	9,517,938	7,241,521	25,541,647
<u>131,289</u>	<u>5,734,575</u>	<u>41,879,566</u>	<u>147,872,162</u>
<u>\$ 8,773,183</u>	<u>\$ 15,252,513</u>	<u>\$ 49,121,087</u>	<u>\$ 173,413,809</u>

See accompanying notes to financial statements.

CITY OF WEST SACRAMENTO
RECONCILIATION OF THE NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUNDS
WITH THE STATEMENT OF ACTIVITIES
For the year ended June 30, 2018

Net Change in fund balances - total governmental funds	\$ 25,541,647
<p>Amounts reported for governmental activities in the statement of activities are different because:</p>	
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets when completed is allocated over their estimated useful lives as depreciation expense. These are the changes in capital assets during the year.</p>	
Capital outlay expense	14,958,252
Depreciation expense	(15,767,445)
Capital contributions	2,317,264
<p>Governmental funds report proceeds from disposal of capital assets as revenues. However, in the government-wide statement of activities only the gain or (loss) on the sale of capital assets is reported. This is the difference between the gain or (loss) and proceeds.</p>	
	(2,586,156)
<p>Repayment of principal is an expenditure in the governmental funds, or as an other financing use when debt is refunded in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.</p>	
Principal payments on long-term liabilities	2,910,919
<p>Some expenses reported in the government-wide statement of activities do not require the use of current financial resources and therefore are not expenditures in the governmental funds.</p>	
Amortization of deferred amount on refunding of debt	(42,778)
Change in deferred outflows of resources related to pension plans	4,015,729
Change in deferred outflows of resources related to OPEB	1,096,517
Change in accrued interest payable	14,791
Change in compensated absences not reported in the General Fund	84,774
Change in net pension liability	(9,713,430)
Change in net OPEB liability	(412,234)
Change in deferred inflows of resources related to pension plan	2,025,424
Change in deferred inflows of resources related to OPEB	(318,565)
<p>Some receivables are deferred in the governmental funds because the amounts do not represent current financial resources that are recognized under the accrual basis in the statement of activities.</p>	
Certain revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds	718,686
Change in net position of governmental activities	<u>\$ 24,843,395</u>

See accompanying notes to financial statements.

CITY OF WEST SACRAMENTO
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the year ended June 30, 2018

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues				
Taxes:				
Property	\$ 23,948,564	\$ 24,051,689	\$ 25,013,023	\$ 961,334
Sales and use	26,347,389	26,347,389	27,008,498	661,109
Transient occupancy	1,392,144	1,392,144	1,686,060	293,916
Real property transfer	104,882	104,882	362,560	257,678
Special benefit assessment for operations	5,125,000	5,125,000	5,198,794	73,794
Contributions from developers and homeowners	168,095	196,440	311,031	114,591
Franchise fees	1,697,498	1,697,498	1,966,415	268,917
Fees, licenses and permits	8,476	8,476	391,279	382,803
Fines and forfeitures	79,000	79,090	244,648	165,558
Use of money and property	162,088	162,088	448,536	286,448
Intergovernmental	285,101	285,101	339,959	54,858
Charges for services	1,683,146	1,683,156	2,008,098	324,942
Other revenues	184,191	1,855,708	941,396	(914,312)
Total revenues	<u>61,185,574</u>	<u>62,988,661</u>	<u>65,920,297</u>	<u>2,931,636</u>
Expenditures				
Current:				
General government	11,478,578	12,866,431	11,378,087	1,488,344
Public works	1,671,931	1,694,561	1,503,202	191,359
Public safety	31,819,942	30,745,737	30,376,151	369,586
Culture and recreation	6,970,323	7,883,626	7,517,936	365,690
Capital outlay	-	256,000	2,458,316	(2,202,316)
Debt service:				
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>51,940,774</u>	<u>53,446,355</u>	<u>53,233,692</u>	<u>212,663</u>
Excess of revenues over expenditures	<u>9,244,800</u>	<u>9,542,306</u>	<u>12,686,605</u>	<u>3,144,299</u>
Other financing sources (uses)				
Proceeds from sale of capital assets	-	-	896	896
Transfers in	10,717,286	12,317,677	5,122,010	(7,195,667)
Transfers (out)	(10,600,113)	(25,179,278)	(17,948,634)	7,230,644
Total other financing sources	<u>117,173</u>	<u>(12,861,601)</u>	<u>(12,825,728)</u>	<u>35,873</u>
Net change in fund balance	<u>\$ 9,361,973</u>	<u>\$ (3,319,295)</u>	<u>(139,123)</u>	<u>\$ 3,180,172</u>
Beginning fund balance			46,925,898	
Ending fund balance			<u>\$ 46,786,775</u>	

See accompanying notes to financial statements.

CITY OF WEST SACRAMENTO
HCD BLOCK GRANT SPECIAL REVENUE FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the year ended June 30, 2018

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues				
Use of money and property	\$ 33,250	\$ 33,250	\$ 205,399	\$ 172,149
Intergovernmental	980,097	1,473,174	488,594	(984,580)
Charges for services	96,500	96,500	386,298	289,798
Other revenues	<u>-</u>	<u>-</u>	<u>35,750</u>	<u>35,750</u>
Total revenues	<u>1,109,847</u>	<u>1,602,924</u>	<u>1,116,041</u>	<u>(486,883)</u>
Expenditures				
Current:				
Housing rehabilitation	<u>1,015,318</u>	<u>1,910,028</u>	<u>873,258</u>	<u>1,036,770</u>
Total expenditures	<u>1,015,318</u>	<u>1,910,028</u>	<u>873,258</u>	<u>1,036,770</u>
Excess (deficiency) of revenues over expenditures	<u>94,529</u>	<u>(307,104)</u>	<u>242,783</u>	<u>549,887</u>
Other financing sources and uses				
Transfers in	-	576,491	14,247	(562,244)
Transfers out	<u>-</u>	<u>(558,810)</u>	<u>-</u>	<u>558,810</u>
Total other financing sources and uses	<u>-</u>	<u>17,681</u>	<u>14,247</u>	<u>(3,434)</u>
Net change in fund balance	<u>\$ 94,529</u>	<u>\$ (289,423)</u>	257,030	<u>\$ 546,453</u>
Beginning fund balance			<u>20,387,985</u>	
Ending fund balance			<u>\$ 20,645,015</u>	

See accompanying notes to financial statements.

MAJOR PROPRIETARY FUNDS

Proprietary Funds account for City operations financed and operated in a manner similar to a private business enterprise. The intent of the City is that the cost of providing goods and services be financed primarily through user charges.

The City has identified the funds below as major proprietary funds.

Sewer Fund - to account for sanitary sewer services provided to the citizens of West Sacramento. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, treatment, maintenance, capital improvement, and billing and collection.

Water Fund - to account for all activities associated with the acquisition or construction, operation and maintenance, distribution and transmission of potable water to users.

Port Fund - to account for all activities associated with the Sacramento-Yolo Port District, which operates the Port of Sacramento.

Refuse Fund - to account for all activities associated with the collection and disposal of solid waste.

CITY OF WEST SACRAMENTO
 PROPRIETARY FUNDS
 STATEMENT OF NET POSITION
 June 30, 2018

	Business-Type Activities - Enterprise Funds				Total Proprietary Funds
	Major				
	Sewer Fund	Water Fund	Port Fund	Refuse Funds	
ASSETS					
Current assets					
Cash and investments	\$ 5,622,270	\$ 9,977,022	\$ 2,502,496	\$ 1,756,509	\$ 19,858,297
Receivables:					
Accounts receivable and other assets	1,820,352	1,941,618	2,351,566	1,406,912	7,520,448
Interest receivable	26	17	-	-	43
Prepaid expenses	2,404	2,581	-	-	4,985
Due from other governments	10,522	7,465	-	6,627	24,614
Restricted assets					
Cash and investments with fiscal agents	9,043,761	15,088,523	-	-	24,132,284
Total current assets	<u>16,499,335</u>	<u>27,017,226</u>	<u>4,854,062</u>	<u>3,170,048</u>	<u>51,540,671</u>
Noncurrent assets					
Notes receivable	508,560	10,341	-	-	518,901
Capital assets					
Non-depreciable	1,748,153	3,762,310	10,452,499	-	15,962,962
Depreciable, net of accumulated depreciation	38,651,591	78,714,902	29,565,894	481,623	147,414,010
Total noncurrent assets	<u>40,908,304</u>	<u>82,487,553</u>	<u>40,018,393</u>	<u>481,623</u>	<u>163,895,873</u>
Total assets	<u>57,407,639</u>	<u>109,504,779</u>	<u>44,872,455</u>	<u>3,651,671</u>	<u>215,436,544</u>
DEFERRED OUTFLOWS OF RESOURCES					
Deferred amount on refunding of debt	-	2,375,409	-	-	2,375,409
OPEB	62,776	126,654	22,853	11,977	224,260
Pensions	159,391	328,975	64,868	-	553,234
Total deferred outflows of resources	<u>222,167</u>	<u>2,831,038</u>	<u>87,721</u>	<u>11,977</u>	<u>3,152,903</u>
LIABILITIES					
Current liabilities					
Accounts payable	69,207	223,267	89,958	604,786	987,218
Salaries and benefits payable	16,790	33,166	5,279	-	55,235
Interest payable	85,698	738,260	30,559	-	854,517
Due to other governments	931,598	141,321	1,076	-	1,073,995
Refundable deposits	192,808	340,511	50,000	158,582	741,901
Unearned revenue	-	-	125,655	-	125,655
Compensated absences	28,370	37,826	13,159	-	79,355
Noncurrent liabilities, due within one year	322,543	2,359,948	383,237	-	3,065,728
Total current liabilities	<u>1,647,014</u>	<u>3,874,299</u>	<u>698,923</u>	<u>763,368</u>	<u>6,983,604</u>
Noncurrent liabilities					
Advance from other funds	-	-	3,234,582	-	3,234,582
Compensated absences	66,199	88,261	30,703	-	185,163
Pension liability, net	669,725	1,382,356	272,577	-	2,324,658
Other post employment benefits payable, net	325,166	656,036	118,372	62,038	1,161,612
Noncurrent liabilities, due after one year	9,908,060	68,263,903	2,794,658	-	80,966,621
Total noncurrent liabilities	<u>10,969,150</u>	<u>70,390,556</u>	<u>6,450,892</u>	<u>62,038</u>	<u>87,872,636</u>
Total liabilities	<u>12,616,164</u>	<u>74,264,855</u>	<u>7,149,815</u>	<u>825,406</u>	<u>94,856,240</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred amount on refunding of debt	-	193,832	-	-	193,832
Service concession arrangement	-	-	1,167,561	-	1,167,561
OPEB	8,223	16,591	2,994	1,569	29,377
Pensions	17,399	35,911	7,081	-	60,391
Total deferred inflows of resources	<u>25,622</u>	<u>246,334</u>	<u>1,177,636</u>	<u>1,569</u>	<u>1,451,161</u>
NET POSITION					
Net investment in capital assets	30,382,938	18,422,558	37,904,823	481,623	87,191,942
Restricted for					
Capital projects		15,088,523	-	-	15,088,523
Debt service	9,043,761	-	-	-	9,043,761
Unrestricted	5,561,321	4,313,547	(1,272,098)	2,355,050	10,957,820
Total net position	<u>\$ 44,988,020</u>	<u>\$ 37,824,628</u>	<u>\$ 36,632,725</u>	<u>\$ 2,836,673</u>	<u>\$ 122,282,046</u>

See accompanying notes to financial statements

CITY OF WEST SACRAMENTO
 PROPRIETARY FUNDS
 STATEMENT OF REVENUES, EXPENSES AND
 CHANGES IN FUND NET POSITION
 June 30, 2018

	Business-Type Activities - Enterprise Funds				Total Proprietary Funds
	Sewer Fund	Water Fund	Port Fund	Refuse Funds	
Operating revenues					
Charges for current services	\$ 12,731,161	\$ 12,519,892	\$ 2,538,180	\$ 8,386,377	\$ 36,175,610
Connection fees	162,912	2,239,476	-	-	2,402,388
Other operating revenues	1,760	182,791	44,139	-	228,690
Total operating revenues	<u>12,895,833</u>	<u>14,942,159</u>	<u>2,582,319</u>	<u>8,386,377</u>	<u>38,806,688</u>
Operating expenses					
Salaries and benefits	728,148	2,212,486	388,699	8,311	3,337,644
Operations and maintenance	10,470,188	5,707,061	1,673,274	7,376,549	25,227,072
Depreciation and amortization	1,613,418	3,422,198	1,419,680	24,646	6,479,942
Other operating expenses	2,102	1,393	-	-	3,495
Total operating expenses	<u>12,813,856</u>	<u>11,343,138</u>	<u>3,481,653</u>	<u>7,409,506</u>	<u>35,048,153</u>
Operating income (loss)	<u>81,977</u>	<u>3,599,021</u>	<u>(899,334)</u>	<u>976,871</u>	<u>3,758,535</u>
Nonoperating revenues					
Interest revenue	155,321	185,992	29,866	12,790	383,969
Gain on disposal of capital assets	18,236	-	192,607	-	210,843
Other nonoperating revenues	8,299	1,600	272,000	269	282,168
Interest expense	(213,901)	(2,581,664)	(118,560)	-	(2,914,125)
Total nonoperating revenues	<u>(32,045)</u>	<u>(2,394,072)</u>	<u>375,913</u>	<u>13,059</u>	<u>(2,037,145)</u>
Income before transfers	49,932	1,204,949	(523,421)	989,930	1,721,390
Transfers					
Transfers in	101,146	881,088	-	-	982,234
Transfers (out)	(5,650,000)	(770,000)	-	-	(6,420,000)
Net transfers	<u>(5,548,854)</u>	<u>111,088</u>	<u>-</u>	<u>-</u>	<u>(5,437,766)</u>
Change in Net Position	<u>(5,498,922)</u>	<u>1,316,037</u>	<u>(523,421)</u>	<u>989,930</u>	<u>(3,716,376)</u>
Net position - beginning of year	50,766,996	37,073,611	37,258,094	1,900,174	126,998,875
Cumulative effect of GASB 75 implementation	(280,054)	(565,020)	(101,948)	(53,431)	(1,000,453)
Net position - beginning of year, as restated	<u>50,486,942</u>	<u>36,508,591</u>	<u>37,156,146</u>	<u>1,846,743</u>	<u>125,998,422</u>
Net position, end of year	<u>\$ 44,988,020</u>	<u>\$ 37,824,628</u>	<u>\$ 36,632,725</u>	<u>\$ 2,836,673</u>	<u>\$ 122,282,046</u>

See accompanying notes to financial statements.

CITY OF WEST SACRAMENTO
 PROPRIETARY FUNDS
 STATEMENT OF CASH FLOWS
 For the year ended June 30, 2018

	Business-Type Activities - Enterprise Funds				Total Proprietary Funds
	Major				
	Sewer Fund	Water Fund	Port Fund	Refuse Funds	
Cash flows from operating activities					
Receipts from customers and users	\$ 13,304,722	\$ 15,000,068	\$ 2,912,880	\$ 8,131,093	\$ 39,348,763
Payments to suppliers	(10,451,031)	(5,711,444)	(1,716,938)	(7,354,195)	(25,233,608)
Payments to employees	(695,682)	(2,120,512)	(447,414)	(10,112)	(3,273,720)
Net cash provided by operating activities	<u>2,158,009</u>	<u>7,168,112</u>	<u>748,528</u>	<u>766,786</u>	<u>10,841,435</u>
Cash flows from noncapital financing activities					
Transfers and subsidies from other funds	101,146	881,088	-	-	982,234
Transfers to other funds	(5,650,000)	(770,000)	-	-	(6,420,000)
Noncapital financing received	<u>8,299</u>	<u>1,600</u>	<u>272,000</u>	<u>269</u>	<u>282,168</u>
Net cash used in noncapital financing activities	<u>(5,540,555)</u>	<u>112,688</u>	<u>272,000</u>	<u>269</u>	<u>(5,155,598)</u>
Cash flows from capital and related financing activities					
Repayments of notes receivable	56,291	2,895	-	-	59,186
Purchases of capital assets	(84,340)	(2,016,860)	(301,718)	(259,807)	(2,662,725)
Cash received on disposal of capital assets	18,236	-	192,607	-	210,843
Bonds issuance	9,231,169	15,348,701	-	-	24,579,870
Principal payments on long-term liabilities	(371,273)	(2,002,663)	(251,980)	-	(2,625,916)
Interest paid	(146,321)	(2,688,792)	(93,577)	-	(2,928,690)
Net cash provided by (used in) capital and related financing activities	<u>8,703,762</u>	<u>8,643,281</u>	<u>(454,668)</u>	<u>(259,807)</u>	<u>16,632,568</u>
Cash flows from investing activities					
Interest received	<u>155,313</u>	<u>185,987</u>	<u>29,866</u>	<u>12,790</u>	<u>383,956</u>
Net cash provided (used) by investing activities	<u>155,313</u>	<u>185,987</u>	<u>29,866</u>	<u>12,790</u>	<u>383,956</u>
Net increase in cash and investments	<u>5,476,529</u>	<u>16,110,068</u>	<u>595,726</u>	<u>520,038</u>	<u>22,702,361</u>
Cash and investments beginning of year	<u>9,189,502</u>	<u>8,955,477</u>	<u>1,906,770</u>	<u>1,236,471</u>	<u>21,288,220</u>
Cash and investments end of year	<u>\$ 14,666,031</u>	<u>\$ 25,065,545</u>	<u>\$ 2,502,496</u>	<u>\$ 1,756,509</u>	<u>\$ 43,990,581</u>
Reconciliation					
Cash and investments	5,622,270	9,977,022	2,502,496	1,756,509	19,858,297
Restricted assets:					
Cash and investments with fiscal agents	<u>9,043,761</u>	<u>15,088,523</u>	<u>-</u>	<u>-</u>	<u>24,132,284</u>
Total cash and cash equivalent:	<u>\$ 14,666,031</u>	<u>\$ 25,065,545</u>	<u>\$ 2,502,496</u>	<u>\$ 1,756,509</u>	<u>\$ 43,990,581</u>

(Continued)

FIDUCIARY FUNDS

Private-Purpose Trust Funds are used to account for fiduciary activities not required to be reported in another fiduciary fund type. The City's private purpose trust funds are used to account for two trusts that include a scholarship fund where the principal and interest will benefit City and/or individuals, and the activities of the Successor Agency to the City of West Sacramento Redevelopment Agency that assumed the remaining assets and liabilities of the City of West Sacramento Redevelopment Agency when it was dissolved on January 31, 2012.

Agency Funds are used to account for assets held by the City as an agent for individuals, private organizations, and other governments. The financial activities of these funds are excluded from the entity-wide financial statements, but are presented in separate fiduciary fund financial statements.

CITY OF WEST SACRAMENTO
 FIDUCIARY FUNDS
 STATEMENT OF FIDUCIARY NET POSITION
 June 30, 2018

	<u>Private-Purpose Trust Funds</u>	<u>Agency Funds</u>
ASSETS		
Cash and investments in City Treasury	\$ 9,707,120	\$ 22,028,079
Accounts receivable and other assets	-	13,159
Grants receivable	-	15,536,074
Interest receivable	-	43,443
Due from other governments	642,475	6,438,003
Restricted assets:		
Cash and investments	-	6,284,825
Cash and investments with fiscal agent	852	19,768,120
Capital assets:		
Not being depreciated	<u>1,142,925</u>	<u>-</u>
 Total assets	 <u>11,493,372</u>	 <u>\$ 70,111,703</u>
DEFERRED OUTFLOWS OF RESOURCES		
Deferred amount on refunding of debt	<u>1,621,237</u>	<u>-</u>
LIABILITIES		
Accounts payable	\$ 2,528	\$ 9,433,164
Salaries and benefits payable	1,667	-
Refundable deposits	11,358	-
Interest payable	1,178,179	-
Unearned revenue	-	1,160,130
Due to other governments	-	26,448,738
Due for special assessment debt service	-	33,069,671
Noncurrent liabilities, due within one year	5,113,049	-
Noncurrent liabilities, due after one year	<u>82,254,769</u>	<u>-</u>
 Total liabilities	 <u>88,561,550</u>	 <u>\$ 70,111,703</u>
NET POSITION		
Net deficit held in trust for others	<u>\$ (75,446,941)</u>	

See accompanying notes to financial statements.

CITY OF WEST SACRAMENTO
FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
For the year ended June 30, 2018

	<u>Private-Purpose Trust Funds</u>
Additions	
Taxes	
Property taxes	\$ 10,172,885
Fees, licenses and permits	4,456
Use of money and property	23,934
Other revenues	<u>638,019</u>
 Total additions	 <u>10,839,294</u>
Deductions	
Community development	1,615,694
Debt service:	
Interest and fiscal charges	<u>3,505,812</u>
 Total deductions	 <u>5,121,506</u>
 Change in net position	 5,717,788
 Beginning net position	 <u>(81,164,729)</u>
 Ending net position	 <u>\$ (75,446,941)</u>

See accompanying notes to financial statements.

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of West Sacramento, California (the City) was incorporated in 1987 under the laws and regulations of the State of California. The City operates under a City Manager - Council form of government and provides the following services: general administration, highways and streets, public improvements, public safety (Police and Fire), planning and zoning, culture and recreation, housing rehabilitation, sewer, water, port operations, and solid waste. The voters of the City give authority and responsibility for operations to the City Council. The City Council has the authority to employ administrative and support personnel to carry out its directives. The primary method used to monitor the performance of the City's management is the financial budget, which is adopted annually by the City Council.

The financial statements of the City have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting. The City applies all GASB pronouncements. The more significant of these accounting policies are described below:

Reporting Entity: The City operates as a self-governing local government unit within the State of California. It has limited authority to levy taxes and has the authority to determine user fees for the services that it provides. Voters elect a five-member City Council, elected at large to four-year overlapping terms, that passes laws and determines broad policies. The Council also oversees the operations of the City and approves all budgets, fund transfers and fund balance reserves. The City's main funding sources include property taxes, sales taxes, other intergovernmental revenue from state and federal sources, user fees, developer fees and federal and state financial assistance.

The financial reporting entity consists of (a) the primary government, the City, (b) organizations for which the primary government is financially accountable and (c) other organizations for which the primary government is not accountable, but for which the nature and significance of their relationship with the primary government are such that would cause the reporting entity's financial statements to be misleading or incomplete. Financial accountability is defined as the appointment of a voting majority of the component unit's board, and either (a) the City has the ability to impose its will on the organization or (b) there is a potential for the organization to provide a financial benefit to or impose a financial burden on the City.

As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the government's operations and so data from these units are combined with data of the primary government.

The City's reporting entity includes the following blended component units:

The West Sacramento Landscaping and Lighting District #1 (WSLLC) provides street lighting, landscape and park maintenance, construction and operation services for property within the City. The WSLLC governing board is comprised of the City Council members. Fees are set each year by the City Council and are collected by Yolo County on the regular property tax bill. WSLLC is reported as a blended component unit because the City may impose its will on the WSLLC and it has the potential to provide financial benefits or burdens to the City. The WSLLC is reported as a special revenue fund. WSLLC does not issue stand-alone financial statements.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The West Sacramento Financing Authority (the Authority) was formed on August 1, 1991, by a joint exercise of powers agreement between the City and the former Redevelopment Agency, which was dissolved on January 31, 2012. The City Council acts as the governing board in a concurrent session, as necessary. The City's Director of Finance acts as the Authority's Treasurer, Auditor and Controller. The Authority's purpose is to assist only the City in financing certain improvement projects within the City. The Authority is financially dependent upon the City. Its activity is reported as a special revenue fund. No separate financial statements are issued.

The Enhanced Infrastructure Financing District #1 (EIFD) was formed on February 1, 2017 to assist with the financing of public infrastructure within the 4,127 acre district. The district allows the City to commit tax increment financing, or the growth in assessed valuation over a 2016-17 base year, to EIFD. The EIFD has a 45-year term from the date that debt obligations are first authorized by the public financing authority. The EIFD is a legally constituted governmental entity separate and distinct from the City, and its sole purpose is the financing of public facilities or projects. The EIFD membership consists of five members, four members are public members of the City Council, and one member is a public member appointed by the City Council. EIFD is reported as a blended component unit because the City may impose its will on the EIFD and it has the potential to provide financial benefits or burdens to the City. Its activity is reported as a special revenue fund. No separate financial statements are issued.

The Sacramento-Yolo Port District (the Port) was formed under the California Harbors and Navigation Code Section 6800 et seq. in 1947 to operate the Port of Sacramento, a deep-water port opened to commerce in 1963. The Port is 79 nautical miles inland of the Golden Gate and possesses a comprehensive infrastructure with flexible bulk and general cargo handling facilities. On December 5, 2005, the Port Commission approved governing changes to the composition of the Port Commission, which resulted in the City having the authority to appoint four of seven of the Port Commission members rather than one of seven members prior to the change. These governing changes were approved by the City Councils of the City of West Sacramento and the City of Sacramento and the Boards of Supervisors of Sacramento and Yolo Counties through the execution of a Joint Port Governance Agreement (the Agreement) with an effective date of January 15, 2006.

The Agreement included a provision that the Port Commission pursue legislation with the California State Legislature to modify the Harbors and Navigation Code under which the Port was organized to allow the number of Port Commission members to be reduced from seven to five, of which the City would appoint four. The four representatives from the City are also members of the City Council. This provision was approved by the California State Legislature in September 2006. The Agreement also requires approval of leases and sales of land held by the Port and the sharing of proceeds from such sales with the former members using formulas specified in the Agreement.

Due to the change in governance described above, the City Council elects a voting majority of the Port Commission, appoints the Port's management, and approves the Port's budget as part of the City's budget process. The City's management is also responsible for the administration, accounting and finance functions of the Port and there is a potential for the Port to provide financial benefits or burdens to the City under its operating agreement. Because the Port has substantively the same governing body as the City, the City is responsible for administration of the Port, the City can impose its will on the Port and there is a potential for a benefit and burden relationship, the Port is reported as a blended component unit of the City. The Port's activities are reported as the Port Enterprise Fund in the City's financial statements. Separate financial statements are not issued for the Port.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The Sacramento-Yolo Port District Financing Corporation (the Corporation) was formed in 1997 by the Port Commission to lease two warehouses built with the proceeds of Port's Remarketable Customized Port Improvement Lease Revenue Bonds, Series 1990. The lease payments are pledged to repay the Sacramento-Yolo Port District Variable Rate Demand Port Improvement Lease Revenue Refunding Bonds (California Free Trade Zone Project), 1997 Series A, used to refund the Series 1990 Bonds. The aforementioned agency bonds payable were paid off in 2010. The Port Commission acts as the Corporation's governing board in concurrent session, as necessary. The Corporation does not have any assets or liabilities and is financially dependent upon the Port. No separate financial statements are issued by the Corporation. The Corporation was financially defunct as of June 30, 2010.

Joint Ventures - The City is a member of a number of joint powers authorities in which the City has only a residual equity interest in the related entity. The City is not liable for the liabilities of the entities if they dissolve. The City is a member of the following joint ventures: Regional Water Authority (advances water issues), River City Regional Stadium Financing Authority (used for Raley's Field debt), Riverfront Joint Powers Authority (used for Streetcar project), Sacramento Area Council of Governments (transportation planning agency), Sacramento Regional County Sanitation District (sewer treatment), West Sacramento Area Flood Control Agency Joint Powers Authority (levee improvements), Yolo County Transportation District (bus services), Yolo Habitat Conservancy (habitat conservation) and Yolo Subbasin Groundwater Authority (groundwater management). The financial statements of the joint powers authorities are available on the websites of the related entities, if applicable.

Basis of Presentation: The government-wide financial statements (i.e., the statement of net position and statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. The City does not eliminate interfund services provided and used from the financial statements. Internal transactions within governmental and business-type activities are eliminated in the government-wide statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges to external parties. The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Certain indirect costs are included in the program expenses of most business-type activities. Program revenues include:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and
- Grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

Taxes and other items not properly included among program revenues are reported instead as general revenues.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary funds and fiduciary funds, with the exception of agency funds, which have no measurement focus. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Sales taxes are recognized when the underlying sales transaction takes place. Grants and similar items are recognized as revenue as soon as all eligibility requirements are met.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Accounting: The accounts of the City are organized on the basis of funds. A fund is a separate self-balancing set of accounts. Each fund was established for the purpose of accounting for specific activities in accordance with applicable regulations, restrictions or limitations. Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available.

Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues including property taxes to be available if they are collected within 60 days of the end of the current fiscal period, with the exception of sales and use taxes and Federal and state grants. Sales and use taxes and Federal and state grant revenues are considered to be available if they are collected within 75 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments are recorded only when payment is due. General capital asset acquisitions are reported as capital outlay expenditures in the governmental funds.

Franchise taxes, licenses, charges for services and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The City reports the following major governmental funds:

General Fund - The General Fund is the primary operating fund of the City. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

HCD Block Grant Special Revenue Fund - the HCD Block Grant Special Revenue Fund is used to account for revenues and the associated expenditures of appropriated HCD Block Grant funds, which are specifically restricted to benefit low-income persons by eliminating substandard housing throughout the community.

Low Mod Income Housing Asset Special Revenue Fund - The Low Mod Income Housing Asset Special Revenue Fund is used to account for the activities of the housing assets of the former Redevelopment Agency of the City of West Sacramento, including loans receivable and payments thereon, state and federal grants and reimbursements from other agencies received for low income housing activities as allowed by AB 1484. When loans accounted for in the Low and Mod Income Housing Fund are repaid, if the resources are not used for housing activities within three years, 20% of the resulting residual funds are required to be provided to the Successor Agency to the Redevelopment Agency Private-Purpose Trust Fund in accordance with AB 1484.

Community Development Performance Bond Support Services Special Revenue Fund – is used to account for refundable community development performance bonds received from developers.

Community Investment (Measure G) Capital Projects Fund - is used to account for revenues from the former Redevelopment Agency that committed for infrastructure improvements and economic development activities within the City under Measure G.

Community Facilities District Capital Projects Fund - is used to account for acquisition and construction activity of various community facilities districts of the City.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The City reports the following major enterprise funds:

Sewer Enterprise Fund - The Sewer Enterprise Fund is used to account for all activities associated with the acquisition or construction, operation and maintenance, and treatment of sanitary wastewater.

Water Enterprise Fund - The Water Enterprise Fund is used to account for all activities associated with the acquisition or construction, operation and maintenance, distribution and transmission of potable water to users.

Port Enterprise Fund - The Port Enterprise Fund is used to account for all activities associated with the Sacramento-Yolo Port District, which operates the Port of Sacramento.

Refuse Fund - to account for all activities associated with the collection and disposal of solid waste.

Additionally, the City reports the following fund types:

Governmental Funds:

Special Revenue Funds - Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Debt Service Funds - Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Capital Projects Funds - Capital project funds are used to account for financial resources used for the acquisition or construction of major capital facilities.

Proprietary Funds:

Enterprise Funds - Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. Costs are financed or recovered primarily through user charges.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principle operating revenues of the City's enterprise funds are charges to customers for sales and services and connection fees. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses. When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fiduciary Funds:

Private-Purpose Trust Funds - Private purpose trust funds are used to account for fiduciary activities not required to be reported in another fiduciary fund type. The City's private purpose trust funds are used to account for the trusts that include a scholarship fund where the principal and interest will benefit the City and/or individuals and a fund formerly used for donations collected from petroleum companies for fire prevention services. A private purpose trust fund is also used for the Successor Agency of the Redevelopment Agency of the City of West Sacramento, which accounts for the accumulation of tax revenues and other resources to be used for bond payments and other expenses related to the former Redevelopment Agency activities at appropriate amounts and times in the future.

Agency Funds - Agency funds account for assets held by the City in a purely custodial capacity. Agency funds typically involve only the receipt, temporary investment and remittance of fiduciary resources to individuals, private organizations or other governments. The City's agency funds account for assets held by the City as an agent for bonded assessment districts, private organizations, pass through funds to the County of Yolo and school districts and a financing authority.

The financial activity of these funds are excluded from the City-wide financial statements but are presented in separate fiduciary fund financial statements.

Cash and Investments: For purposes of the accompanying Statement of Cash Flows, cash and investments are defined as deposits and highly liquid investments with original maturities of 90 days or less, and are readily convertible to known amounts of cash and not subject to significant changes in value from interest rate fluctuations. Cash and cash equivalents include: demand deposits, short-term, highly liquid investments including Treasury bills, commercial paper, certificates of deposit, money market funds, and cash management pools, including California Local Agency Investment Fund (LAIF) and California Asset Management Program (CAMP).

Allocations of Interest Income Among Funds: Interest income from pooled investments is allocated 1) to those funds which are required by law or administrative action to receive interest and 2) the proprietary funds. Interest is allocated on a monthly basis based on the weighted average cash balances in each fund receiving interest.

Receivables and Payables: Revenues are accrued as revenue and accounts receivable and considered available if received within 60 days of year-end, with the exception of sales and use taxes. Sales and use taxes and Federal and state grants are accrued as revenue and accounts receivable and considered available if received within 75 days of year-end. Federal and state grants are considered receivable and accrued as revenue when reimbursable costs are incurred under the accrual basis of accounting in the government-wide statement of net position. The amount recognized as revenue under the modified accrual basis is limited to the amount that is deemed measurable and available. Inclusionary housing receivables represent amounts due to the City from home owners resulting from qualified individuals being provided a home by a developer at a subsidized price below market value. This program allows qualified homeowners to obtain financing to help the City satisfy low income housing requirements. If the home owner obtaining this subsidy subsequently sells the home to a nonqualified person, the amount of the subsidy must be repaid to the City from the home sale proceeds. The City records potential amounts due under this program as loans receivable. The City considers amounts to be uncollectible due to the borrower having an incentive to find a qualifying buyer and offsets them with a valuation allowance.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the non-current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances.”

Advances between funds are reported as nonspendable fund balance in governmental funds to indicate they do not constitute resources available for appropriation.

An allowance for doubtful accounts has been provided for uncollectible state mandates receivable of \$814,882 at June 30, 2018. An allowance for doubtful accounts has also been provided for those enterprise fund utilities accounts that were forwarded to a collection agency and for inactive accounts. All other receivables in the opinion of management are fully collectible.

At June 30, 2018, the utilities allowances were as follows:

	Enterprise Funds			
<u>Water</u>	<u>Sewer</u>	<u>Refuse</u>	<u>Total</u>	
\$ 2,709	\$ 1,762	\$ 794	\$ 5,265	

Property Taxes: The County of Yolo (the County) is responsible for the collection and allocation of property taxes. Under California law, property taxes are assessed and collected by the County up to 1% of the full cash value of taxable property, plus other increases approved by the voters and distributed in accordance with statutory formulas. The City recognizes property taxes when the individual installments are due provided they are collected within 60 days after year-end. Secured property taxes are levied on or before September 30 of each year. They become a lien on real property on March 1 preceding the fiscal year for which taxes are levied. These taxes are paid in two equal installments; the first is due November 1 and delinquent with penalties after December 10; the second is due February 1 and delinquent with penalties after April 10. Secured property taxes, which are delinquent and unpaid as of June 30, are declared to be tax defaulted and are subject to redemption penalties, costs and interest when paid.

The term “unsecured” refers to taxes on personal property other than land and buildings. These taxes are secured by liens on the property being taxed. Property tax revenues are recognized in the fiscal year for which they are levied, provided they are due and collected within sixty days after fiscal year-end. The County apportions secured property tax revenue in accordance with the alternate methods of distribution, the “Teeter Plan,” as prescribed by Section 4717 of the California Revenue and Taxation code. Therefore, the City receives 100% of the secured property tax levies to which it is entitled, whether or not collected. Unsecured delinquent taxes are considered fully collectible.

Restricted Assets: Certain proceeds of the City’s long-term liabilities are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. The “reserve” account is used to report resources set aside to make up potential future deficiencies in the bond’s debt service. Certain unspent debt proceeds are also restricted to specific capital projects by the applicable debt covenant.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets: The cost of assets sold or retired (and related accumulated depreciation) are eliminated from the accounts in the year of sale or retirement and the resulting gain or loss is included in the operating statement of the related fund. In governmental funds, the sale of general capital assets is included in the statement of revenues, expenditures and changes in fund balances as proceeds from sale.

Land Held for Resale: The City purchased a motel at 820 and 824 West Capitol Avenue in West Sacramento to demolish and make the land available for private development in the future in the amount of \$3,220,184. The land held for resale is recorded in the General Fund.

Compensated Absences: Employees accrue vacation, sick leave, floating holiday, management and compensatory time off benefits. City employees have vested interests in the amount of annual leave accrued and are paid on termination. All vacation pay is accrued when incurred in the government-wide and proprietary financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations or retirements and is currently payable. The General Fund is generally used to liquidate compensated absences.

Unearned Revenue: Unearned revenues arise when resources are received by the City before it has legal claim to them (i.e., when cost reimbursement grant revenues are received prior to the incurrence of qualifying expenditures) or when exchange revenues are received before the exchange takes place.

Unearned revenue in governmental funds represents unearned exchange revenue received before it was earned and unearned revenue in enterprise funds represents lease revenues received prior to the period when they were due and earned by the City.

Deferred Outflows of Resources: In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until the earnings process is complete. Deferred amounts on refunding result from the difference in carrying amount of the refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. Deferred outflows of resources are also reported related to the City's pension plans and other postemployment benefit plans as described in Notes 10 and 11, respectively.

Deferred Inflows of Resources: In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until the earnings process is complete. Governmental fund revenues that are not received within the City's availability period under modified accrual accounting are reported as deferred inflows of resources until available. Such amounts are recognized as revenue in the government-wide statements. Deferred amounts on refunding may be reported as deferred inflows of resources. Deferred inflows of resources are also reported related to the City's pension plans and other postemployment benefit plans, as described in Notes 10 and 11, respectively.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Long-term Obligations: In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term liabilities and other long-term obligations are reported as liabilities in the applicable governmental activities, business-activities, or proprietary fund type statements of net position. Bond premiums and discounts are amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of the debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs are expensed when incurred.

Pension Plans: For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms.

Other Postemployment Benefits: Effective July 1, 2017, the City implemented the provisions of GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions. This statement improves accounting and financial reporting by state and local governments for postemployment benefits other than pensions (other postemployment benefits or OPEB). It also improved information provided by state and local governmental employers about financial support for OPEB that is provided by other entities. The provisions in GASB Statement No. 75 are effective for fiscal years beginning after June 15, 2017. The implementation of this statement resulted in the restatement of governmental activities and business-type activities net position in the amount of \$10,848,902, and \$1,000,453, respectively. Within the business-type activities net position was restated by \$280,054, \$565,020, \$101,948 and \$53,431 for the Sewer, Water, Port and Refuse Funds, respectively.

Estimates and Assumptions: The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Deficit Fund Equity: The following funds reported deficits at June 30, 2018:

<u>Fund</u>	<u>Deficit</u>
Non-major special revenue funds	
Public Works Engineering Support Services Fund	\$ 70,281
Non-major capital project funds	
Fire Facility Impact Fees Fund	4,381,200
Corporate Yard Impact Fees Fund	1,819,451

The deficit of the Public Works Engineering Support Services Fund will be eliminated with future contributions from other funds for services performed. The deficits in the non-major capital projects funds will be eliminated with future contributions from other sources or funds and future developer fees.

NOTE 2 - BUDGETS AND BUDGETARY ACCOUNTING

The City Council establishes budgets for all governmental funds except the Low Mod Income Housing Asset Special Revenue Fund, Public Art Special Revenue Fund, Community Development Performing Bond Support Services Special Revenue Fund, Community Investment (Measure G) Capital Projects Fund, Enhanced IFD Special Revenue Fund, RD 811 Maintenance Special Revenue Fund, Underground Improvements Capital Projects Fund, Senior Center Construction Capital Projects Fund and Bridge District Capital Projects Fund. Debt-funded and other capital projects are also budgeted on a multi-year basis by the City Council. Budgetary control is legally maintained at the fund level. Department heads submit budget requests to the City Manager. A meeting is held between the Department Heads, Finance Director and City Manager for the purpose of reviewing and prioritizing budget requests. The City Manager prepares an estimate of revenues and prepares recommendations for the next year's budget. The preliminary budget may or may not be amended by the City Council and is adopted by resolution of the City Council on or before June 30 in accordance with the municipal code. The approved budget is placed in the City's accounting system and is monitored by the Finance Department. The City Council may amend the budget by motion during the fiscal year. The City Manager is authorized to transfer budgeted amounts within an activity, within any fund. However, any revisions that alter the total expenditures of any fund must be approved by the City Council. The City Manager has the ability to delay implementation of City Council approved expenditures in the event of negative impact on budgeted revenues.

Expenditures may not legally exceed appropriations at the fund level, which is the legal level of control. Supplemental appropriations, which increase appropriations, may be made during the fiscal year. All budget amounts presented in the accompanying financial statements and supplementary information have been adjusted for legally authorized revisions of the annual budgets during the year. Amounts represent the original budgeted amounts and all supplemental appropriations. The supplemental appropriations were immaterial.

Budget information is presented for all governmental funds, with the exception of the unbudgeted funds discussed above. The governmental fund budgets are maintained on the modified accrual basis of accounting.

Appropriations, except open project appropriations, encumbrances, and unexpended grant appropriations, lapse at the end of each fiscal year. The budgetary data is prepared on the modified accrual basis consistent with the related "actual" amounts.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 2 - BUDGETS AND BUDGETARY ACCOUNTING (Continued)

Excess Expenditures Over Appropriations: The following funds with a legally adopted budget had expenditures and transfers in excess of the final appropriation for the fiscal year ended June 30, 2018; expenditures and transfers together, shall not exceed appropriations at the fund level, which is the legal level of control.

The funds below incurred expenditures over appropriations at the fund level. Funds without a legally adopted budget are omitted.

<u>Fund</u>	<u>Appropriations</u>	<u>Total Expenditures and Transfers</u>	<u>Excess Expenditures and Transfers</u>
Major Capital Projects Funds:			
Community Facilities District Fund	\$ 2,229,517	\$ 4,547,629	\$ (2,318,112)
Non-major Special Revenue Funds:			
Storm Water Maintenance District Fund	604,311	604,613	(302)
Tree Mitigation Improvements Fund	169,618	172,063	(2,445)
Community Development Support Services Fund	2,731,996	2,926,632	(194,636)
Economic Development Fund	34,245	58,845	(24,600)
Parking Improvements Fund	80,000	152,759	(72,759)
Bridge District IFD Fund	-	450	(450)
Non-major Debt Service Funds:			
2012 Pension Obligation Bond Fund	1,770,361	1,771,962	(1,601)
2012 Refunding Lease Revenue Bond Fund	588,506	590,038	(1,532)
Non-major Capital Projects Funds:			
Traffic Improvement Fund	224,999	1,295,070	(1,070,071)
Park Improvements Fund	1,113,216	2,053,470	(940,254)
General Facilities Improvement Fund	852,043	859,712	(7,669)
City Hall Impact Fees Fund	-	8,276	(8,276)
Fire Facility Impact Fees Fund	50,000	61,335	(11,335)
Corporate Yard Impact Fees Fund	11,800	26,293	(14,493)
Flood Protection in Lieu Fund	<u>300,000</u>	<u>632,257</u>	<u>(332,257)</u>
	<u>\$ 10,760,612</u>	<u>\$ 15,761,404</u>	<u>\$ (5,000,792)</u>

Beginning in fiscal year 2018-19, a new accounting process has been added to remediate the budget adjustment entries for all council actions on any new or revised appropriations. Any council agenda with a budgetary action will required a Budget Resolution. The City will implement a process to ensure that all approved Budget Resolutions are recorded in the financial system.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 3 - CASH AND INVESTMENTS

The City follows the practice of pooling cash and investments of all funds. Cash and investments as of June 30, 2018 are classified in the accompanying financial statements as follows:

	<u>Government-wide</u> <u>Statement of Net Position</u>		<u>Fiduciary Fund</u> <u>Statement of Net Position</u>		<u>Total</u>
	<u>Governmental</u> <u>Activities</u>	<u>Business-</u> <u>Type</u> <u>Activities</u>	<u>Private-Purpose</u> <u>Trust</u> <u>Fund</u>	<u>Agency</u> <u>Funds</u>	
Cash and Investments	\$ 108,308,702	\$ 19,858,297	\$ 9,707,120	\$ 22,028,079	\$ 159,902,198
Restricted assets:					
Cash and investments	3,012,760	-	-	6,284,825	9,297,585
Cash and investments with fiscal agents	<u>13,322,926</u>	<u>24,132,284</u>	<u>852</u>	<u>19,768,120</u>	<u>57,224,182</u>
Total	<u>\$ 124,644,388</u>	<u>\$ 43,990,581</u>	<u>\$ 9,707,972</u>	<u>\$ 48,081,024</u>	<u>\$ 226,423,965</u>

Cash and investments are categorized as follows under GASB Statement No. 40:

Cash on hand	\$ 7,976
Deposits with financial institutions	<u>3,059,431</u>
Total cash and deposits	<u>3,067,407</u>
Local Agency Investment Funds (LAIF)	90,557,787
U.S. Treasury Obligations	3,939,494
U.S. Agency Securities	9,393,010
Certificates of Deposit	12,215,711
Investment Agreements	2,378,268
State and Municipal Bonds	8,701,631
Medium Term Notes	23,823,288
Money Market Mutual Funds	51,780,183
Joint Powers Agreement (JPA) Pools (CAMP)	<u>20,567,186</u>
Total investments	<u>223,356,558</u>
Total cash and investments	<u>\$ 226,423,965</u>

Investments Authorized by the California Government Code and the City's Investment Policy: Investments are reported at fair value. California statutes authorize cities to invest idle or surplus funds in a variety of credit instruments as provided for in the California Government Code, Section 53600, Chapter 4 - Financial Affairs. The table below identifies the investment types that are authorized for the City by the California Government Code that address interest rate risk, credit risk, and concentration of credit risk. The City's investment policy does not provide for additional restrictions as to the investment type, maximum maturity, percentage of portfolio or maximum in a single issuer. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the City, rather than the general provisions of the California Government Code or the City's investment policy.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 3 - CASH AND INVESTMENTS (Continued)

During the year ended June 30, 2018, the City's permissible investments included the following instruments:

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Minimum Credit Quality</u>	<u>Maximum % of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
California Local Agency Investment Fund (LAIF)	N/A	N/A	None	None
U.S. Treasury Obligations	5 years	N/A	None	None
U.S. Agency Securities	5 years	N/A	None	None
Banker's Acceptances	180 days	N/A	40%	5%
Non-Negotiable Certificates of Deposit	5 years	N/A	None	None
Negotiable Certificates of Deposit	5 years	N/A	30%	30%
Commercial Paper	270 days	A -1	25%	5%
Repurchase Agreements	1 year	N/A	None	None
Municipal Bonds	5 years	A	30%	None
Corporate Bonds	5 years	A	30%	5%
Money Market Mutual Funds	N/A	AAA	20%	10%
JPA Pools, including CAMP	N/A	N/A	None	None

Authorized investments above exclude amounts held by bond trustee that are not subject to California Government Code restrictions. The City complied with the provisions of California Government Code pertaining to the types of investments held, institutions in which deposits were made and security requirements. The City will continue to monitor compliance with applicable statutes pertaining to public deposits and investments.

Investments Authorized by Debt Agreements: The City must maintain required amounts of cash and investments with trustees or fiscal agents under the terms of certain debt issues. These funds are unexpended bond proceeds or are pledged reserves to be used if the City fails to meet its obligations under these debt issues. The California Government Code requires these funds to be invested in accordance with City resolutions, bond indentures or State statutes.

The table below identifies the investment types that are authorized for investments held by fiscal agents.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 3 - CASH AND INVESTMENTS (Continued)

The table also identifies certain provisions of these debt agreements:

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Minimum Credit Quality</u>
California Local Agency Investment Fund (LAIF)	N/A	N/A
U.S. Treasury Obligations	5 years	N/A
U.S. Agency Securities	5 years	AAA
Banker's Acceptances	270 to 360 days	A1
Collateralized Certificates of Deposit	5 years	N/A
Negotiable Certificates of Deposit	365 days	A1
Commercial Paper	180 to 270 days	A1+
Repurchase Agreements	30 to 365 days	A2
California Local Agency Debt	5 years	A
Local Agency Bonds	5 years	AAA
Medium Term Notes	5 years	A
Mortgage Pass-through Securities	5 years	AAA
Money Market Mutual Funds	1 year	AAAm

The debt agreements also authorize debt proceeds to be invested in guaranteed investment contracts that are guaranteed by a financial institution which has an unsecured rating or the agreement itself is rated in one of the two highest rating categories by two or more rating agencies and is secured at all times by securities consisting of United States Obligations with a market value of 105% of the principal amount of the obligation. The debt agreements do not specify a maximum percentage of the portfolio or maximum amount in one issuer for guaranteed investment contracts.

Interest Rate Risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value is to changes in market interest rates. One of the ways the City manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

Information about the sensitivity of the fair values of the City's investments (including investments held by bond trustee) to market interest rate fluctuations is provided by the following table that shows the distribution of the City's investments by maturity:

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 3 - CASH AND INVESTMENTS (Continued)

Type of Investment	Maturities as of Year-end				
	Total	12 Months or Less	13-24 Months	24-60 Months	More than 60 Months
LAIF	\$ 90,557,787	\$ 90,557,787	\$ -	\$ -	\$ -
U.S. Agency Securities	9,393,010	1,996,460	591,000	6,805,550	-
Certificates of Deposit	11,496,529	1,756,824	4,165,800	5,573,905	-
State and Municipal Bonds	8,701,631	-	2,462,475	6,239,156	-
Medium Term Notes	23,823,288	1,495,040	9,385,670	12,942,578	-
Money Market Mutual Funds	1,482,677	1,482,677	-	-	-
JPA Pools CAMP	20,567,186	20,567,186	-	-	-
Held by bond trustee:					
U.S. Treasury Obligations	3,939,494	-	3,939,494	-	-
Certificates of Deposits	719,182	719,182	-	-	-
Investment Agreements	2,378,268	-	-	-	2,378,268
Money Market Mutual Funds	50,297,506	50,297,506	-	-	-
Total	\$ 223,356,558	\$ 168,872,662	\$ 20,544,439	\$ 31,561,189	\$ 2,378,268

Credit Risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code, the City's investment policy, or debt agreements, and the actual rating as of year-end for each investment type.

Ratings as of Year-end

Type of Investment	Total	Exempt from Disclosure	AAA/Aaa	AA+ to AA- /Aa1 to Aa3	A+ to A- /A1 to A3	Unrated
LAIF	\$ 90,557,787	\$ -	\$ -	\$ -	\$ -	\$ 90,557,787
U.S. Agency Securities	9,393,010	-	-	9,393,010	-	-
Certificates of Deposit	11,496,529	11,496,529	-	-	-	-
State and Municipal Bonds	8,701,631	-	44,367	8,153,594	503,670	-
Medium Term Notes	23,823,288	-	1,461,950	9,825,645	12,535,693	-
Money Market Mutual Funds	1,482,677	-	1,482,677	-	-	-
JPA Pools CAMP	20,567,186	-	-	-	-	20,567,186
Held by bond trustee:						
U.S. Treasury Obligations	3,939,494	3,939,494	-	-	-	-
Certificates of Deposits	719,182	719,182	-	-	-	-
Investment Agreements	2,378,268	-	-	2,378,268	-	-
Money Market Mutual Funds	50,297,506	-	50,297,506	-	-	-
Total	\$ 223,356,558	\$ 16,155,205	\$ 53,286,500	\$ 29,750,517	\$ 13,039,363	\$ 111,124,973

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 3 - CASH AND INVESTMENTS (Continued)

Concentration of Credit Risk: The City's investment policy contains no limitations on the amount that may be invested in any issuer beyond that stipulated by the California Government Code. The City has no investments in any one issuer (other than U.S. Treasury Securities, mutual funds and external investment pools) that represent 5% or more of the City's investments.

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits. The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

At June 30, 2018, the carrying amount of the City's deposits, including all certificates of deposit, was \$15,275,142 and the balance in financial institutions was \$16,190,889. Of the balance in financial institutions, \$11,195,415 was covered by federal depository insurance and \$3,975,178 was collateralized as required by State law (Government Code Section 53630), by the pledging financial institution with assets held in a common pool for the City and other governmental agencies, but not in the name of the City. As of June 30, 2018, City investments in investment agreements of \$2,378,268 were held by the same broker-dealer (counterparty) that was used by the City to buy the securities.

Investment in LAIF: LAIF is stated at fair value. LAIF is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The total fair value amount invested by all public agencies in LAIF is \$88,817,956,137, which is managed by the State Treasurer. Of that amount, 2.67 percent is invested in structured notes and asset-backed securities. No amounts were invested in derivative financial products. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by State Statute. The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based upon the City's pro rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. The weighted average maturity of investments held by LAIF was 193 days at June 30, 2018.

Investment in JPA Pool: The City is a voluntary participant in the California Asset Management Program (CAMP). CAMP is an investment pool offered by the California Asset Management Trust (the Trust). The Trust is a joint powers authority and public agency created by the Declaration of Trust and established under the provisions of the California Joint Exercise of Powers Act (California Government Code Section 6500 et seq., or the "Act") for the purpose of exercising the common power of its Participants to invest certain proceeds of debt issues and surplus funds. The Pool's investments are limited to investments permitted by subdivisions (a) to (n), inclusive, of Section 53601 of the California Government Code. The City reports its investments in CAMP at the fair value amounts provided by CAMP, which is the same as the value of the pool share. At June 30, 2018, these investments have an average maturity of 35 days.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 3 - CASH AND INVESTMENTS (Continued)

Fair Value Measurements: The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The City has the following recurring fair value measurements as of June 30, 2018:

	<u>Amount</u>	<u>Fair Value Measurements Using</u>		
		<u>Quoted Prices in Active Markets for Identical Assets (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable Inputs (Level 3)</u>
<u>Investments by fair value level</u>				
U.S. Treasury Obligations	\$ 3,939,494	\$ -	\$ 3,939,494	\$ -
U.S. Agency Securities	9,393,010	-	9,393,010	-
Certificates of Deposit - Negotiable	12,215,711	-	12,215,711	-
State and Municipal Bonds	8,701,631	-	8,701,631	-
Medium Term Corporate Notes	23,823,288	-	23,823,288	-
Investment Agreements	<u>2,378,268</u>	<u>-</u>	<u>-</u>	<u>2,378,268</u>
Total investments by fair value level	<u>60,451,402</u>	<u>\$ -</u>	<u>\$ 58,073,134</u>	<u>\$ 2,378,268</u>
Investments measured at net asset value or not categorized:				
Local Agency Investment Fund (LAIF)	90,557,787			
Money Market Mutual Funds	51,780,183			
California Asset Management Program (CAMP)	<u>20,567,186</u>			
Total investments measured at net asset value	<u>162,905,156</u>			
Total	<u>\$ 223,356,558</u>			

All securities classified in Level 2 are valued using pricing models based on market data, such as matrix or model pricing from outside pricing services, including for similar assets. These valuation techniques include third party benchmark yields, reported trades, broker/dealer quotes, issuer spreads, two sided markets, benchmark securities, bids, offers and reference data including market research publications. The certificates of deposit and investment agreements are valued using discounted cash flows techniques. The investment agreement classified as level 3 is valued using unobservable inputs as there are no active markets for the investment.

The City also has a nonrecurring fair value measurement as of June 30, 2018 for a sewer treatment plant that has been decommissioned and will not be used by the government. The land associated with the property is valued at \$4,100,000 based on an internal valuation using comparable land sales (level 3 inputs), but due to demolition and cleanup costs needed in order to sell the property exceeding the value of the land, the property has not been marketable and is considered to have no value.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 4 - INTERFUND TRANSACTIONS

Due to/Due From Other Funds:

There is no due to/due from other funds noted for the year ended June 30, 2018.

Long-Term Interfund Advances: At June 30, 2018, the funds below had made advances which were not expected to be repaid within the next year. The funds with the advance to other funds report nonspendable fund balance to indicate the amounts are not available for appropriation.

Advances to other Funds	Advances from Other Funds	Amount
General Fund	Non Major Governmental Funds	\$ 2,086,100
General Fund	Port Enterprise Fund	3,234,582
Non Major Governmental Funds	General Fund	3,106,661
Non Major Governmental Funds	Non Major Governmental Fund	5,593,900
Total Interfund Advances		\$ 14,021,243

The General Fund advanced \$2,086,100 to the Fire Facility Impact Fee Capital Projects Fund to cover a debt service payment that will be repaid with future fire impact fees. The General Fund also advanced \$3,234,582 to the Port Enterprise Fund to provide cash needed to exercise the option to buy the Stone Lock property and to repay the Successor Agency to the Redevelopment Agency Private Purpose Trust Fund to unwind a transaction disallowed by the State Controller's Office, respectively. These amounts will be repaid with future wharfage and dockage revenue.

The advances between non-major special revenue funds and other non-major funds consisted of advances from the General Facilities Improvements Capital Projects Fund to other funds. The General Fund was advanced \$3,106,661 to finance the purchase and demolition of a motel and provide the land for private development recorded as land held for resale, which will be repaid when the property is sold. The Fire Facility Impact Fee Capital Projects Fund was advanced \$2,393,900 to finance the construction of Fire Station 45, which will be repaid with future fire impact fees. The Corporate Yard Impact Fees Capital Projects Fund was advanced \$3,200,000 to finance the new Phase 1 Relocation. Funds receiving advances are paying interest on the advances at the average LAIF rate. None of the advances require scheduled payments.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 4 - INTERFUND TRANSACTIONS (Continued)

Interfund Transfers:

<u>Fund Receiving Transfer</u>	<u>Fund Making Transfer</u>	<u>Amount</u>
General Fund	Non-major Governmental Funds	\$ 5,122,010
HCD Block Grant Fund	Non-major Governmental Funds	14,246
Investment Measure G Fund	General Fund	10,253,525
Investment Measure G Fund	Non-major Governmental Funds	800,000
Investment Measure G Fund	Sewer Enterprise Fund	5,650,000
Investment Measure G Fund	Water Enterprise Fund	770,000
Non-Major Governmental Funds	General Fund	7,332,022
Non-Major Governmental Funds	Facilities District Fund	2,237,202
Non-Major Governmental Funds	Non-major Governmental Funds	436,316
Water Enterprise Fund	General Fund	363,087
Water Enterprise Fund	Non-major Governmental Funds	518,001
Sewer Enterprise Fund	Non-major Governmental Funds	101,147
Total Interfund Transfers		<u>\$ 33,597,556</u>

Transfers are used to move revenues from the fund that statute or budget requires to collect them to the funds that statute or budget requires to expend them, move receipts restricted to debt service from the Funds collecting the receipts to the debt service fund as debt service payments become due, and subsidize operating losses.

Internal Balances: Internal balances are presented in the Government-wide financial statements only. They represent the net interfund receivables and payables remaining after the elimination of all such balances within governmental and business-type activities.

NOTE 5 - NOTES RECEIVABLE

The City has various notes receivable from individuals, partnerships, and corporations for housing and rehabilitation projects, reimbursement agreements and loans. The notes have varying maturity dates through April 30, 2055. A number of the notes are non-interest bearing and the remaining notes have interest rates ranging from 3.00% to 7.50%. Certain notes receivable payments are deferred with interest being capitalized into the respective principal balances. Interest receivable of governmental activity notes not collected within the 60-day availability period is offset with deferred inflows to recognize that the interest receivable does not represent available spendable resources. The interest receivable is recognized for government-wide purposes unless management determines the amount to be uncollectible. An allowance for uncollectible notes receivable of \$8,679,164 has been recorded in the respective funds at June 30, 2018, and includes \$5,327,780 for inclusionary housing receivables. Governmental activities interest receivable on loans of \$5,966,497 is not expected to be collected within the availability period and is offset with deferred inflows of resources. The interest receivable of \$6,454,386 is recognized, net of allowance for uncollectible amounts at June 30, 2018.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 5 - NOTES RECEIVABLE (Continued)

A summary of governmental activities notes receivable at June 30, 2018 is as follows:

	Balance at July 1, <u>2017</u>	<u>Additions</u>	<u>Repayments</u>	Balance at June 30, <u>2018</u>
<u>Governmental- activities</u>				
General Fund	\$ 353,306	\$ -	\$ (54,784)	\$ 298,522
HCD Block Grant Fund	18,241,900	-	(541,149)	17,700,751
Low Mod Income Housing Asset Fund	32,447,144	-	(9,153)	32,437,991
Community Investment (Measure G)	36,417	-	-	36,417
Economic Development	<u>274,656</u>	<u>-</u>	<u>(11,552)</u>	<u>263,104</u>
Total	<u>\$ 51,353,423</u>	<u>\$ -</u>	<u>\$ (618,638)</u>	<u>\$ 50,736,785</u>

With the dissolution of the Redevelopment Agency as discussed in Note 15, the City agreed to become the successor to the Redevelopment Agency's housing activities and as a result the Low Mod Income Housing Asset Special Revenue Fund assumed the loans receivable of the Redevelopment Agency.

Loans receivable in enterprise funds represent amounts due from the homeowner for water and sewer system improvements that were allowed to be paid over time. The Sewer Fund loans are due when the home is sold and the Water Fund loans are payable over five years. None of the loans bear interest. A summary of business-type activities notes receivable at June 30, 2018 is as follows:

	Balance at July 1, <u>2017</u>	<u>Additions</u>	<u>Repayments</u>	Balance at June 30, <u>2018</u>
<u>Business-type activities</u>				
Sewer Fund	\$ 564,851	\$ -	\$ (56,291)	\$ 508,560
Water Fund	<u>13,236</u>	<u>-</u>	<u>(2,895)</u>	<u>10,341</u>
Total	<u>\$ 578,087</u>	<u>\$ -</u>	<u>\$ (59,186)</u>	<u>\$ 518,901</u>

NOTE 6 - CAPITAL ASSETS

Capital assets, which include land, buildings, improvements, equipment and infrastructure assets (e.g., roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost if purchased or constructed. Donated capital assets are recorded at the acquisition value, which is the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction at the acquisition date. For certain older assets, including infrastructure, estimated historical costs are used. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 6 - CAPITAL ASSETS (Continued)

Depreciable lives of capital assets are as follows:

Buildings	50 years
Improvements	10-40 years
Equipment	5-25 years
Infrastructure	25-80 years

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase is reflected in the capitalized value of the asset constructed, net of interest earned on the invested proceeds over the same period.

Capital Asset Additions and Retirements: Capital assets activity for the year ended June 30, 2018 is as follows:

<u>Governmental Activities:</u>	<u>July 1, 2017</u>	<u>Additions</u>	<u>Retirements</u>	<u>Transfers</u>	<u>June 30, 2018</u>
Capital assets, not being depreciated:					
Land	\$ 26,525,794	\$ 2,317,262	\$ (2,586,155)	\$ -	\$ 26,256,901
Construction in progress	6,865,931	14,629,861	-	(2,259,112)	19,236,680
Total capital assets, not being depreciated	<u>33,391,725</u>	<u>16,947,123</u>	<u>(2,586,155)</u>	<u>(2,259,112)</u>	<u>45,493,581</u>
Capital assets, being depreciated:					
Buildings	45,418,463	-	-	-	45,418,463
Improvements	40,543,509	-	-	2,247,196	42,790,705
Equipment	16,752,660	328,393	(1,229,302)	-	15,851,751
Infrastructure	466,713,621	-	-	11,916	466,725,537
Total capital assets, being depreciated	<u>569,428,253</u>	<u>328,393</u>	<u>(1,229,302)</u>	<u>2,259,112</u>	<u>570,786,456</u>
Less accumulated depreciation for:					
Buildings	(13,043,370)	(1,232,829)	-	-	(14,276,199)
Improvements	(13,500,560)	(1,839,653)	-	-	(15,340,213)
Equipment	(11,838,610)	(1,171,918)	1,229,302	-	(11,781,226)
Infrastructure	(217,321,617)	(11,523,045)	-	-	(228,844,662)
Total accumulated depreciation	<u>(255,704,157)</u>	<u>(15,767,445)</u>	<u>1,229,302</u>	<u>-</u>	<u>(270,242,300)</u>
Capital assets being depreciated, net	<u>313,724,096</u>	<u>(15,439,052)</u>	<u>-</u>	<u>2,259,112</u>	<u>300,544,156</u>
Governmental Activities Capital Assets, Net	<u>\$ 347,115,821</u>	<u>\$ 1,508,071</u>	<u>\$ (2,586,155)</u>	<u>\$ -</u>	<u>\$ 346,037,737</u>

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 6 - CAPITAL ASSETS (Continued)

<u>Business-type Activities:</u>	<u>July 1, 2017</u>	<u>Additions</u>	<u>Retirements</u>	<u>Transfers</u>	<u>June 30, 2018</u>
Capital assets, not being depreciated:					
Land	\$ 12,740,902	\$ 169,146	\$ (2,272)	\$ -	\$ 12,907,776
Construction in progress	<u>1,098,427</u>	<u>2,221,339</u>	<u>-</u>	<u>(264,580)</u>	<u>3,055,186</u>
Total capital assets, not being depreciated	<u>13,839,329</u>	<u>2,390,485</u>	<u>(2,272)</u>	<u>(264,580)</u>	<u>15,962,962</u>
Capital assets, being depreciated:					
Buildings	32,971,533	-	-	-	32,971,533
Improvements	59,437,507	-	-	-	59,437,507
Equipment	7,312,773	272,238	(79,772)	-	7,505,239
Infrastructure	<u>185,944,847</u>	<u>-</u>	<u>-</u>	<u>264,580</u>	<u>186,209,427</u>
Total capital assets, being depreciated	<u>285,666,660</u>	<u>272,238</u>	<u>(79,772)</u>	<u>264,580</u>	<u>286,123,706</u>
Less accumulated depreciation for:					
Buildings	(26,531,456)	(395,021)	-	-	(26,926,477)
Improvements	(34,316,324)	(1,534,597)	-	-	(35,850,921)
Equipment	(3,447,780)	(445,856)	79,772	-	(3,813,864)
Infrastructure	<u>(68,013,966)</u>	<u>(4,104,468)</u>	<u>-</u>	<u>-</u>	<u>(72,118,434)</u>
Total accumulated depreciation	<u>(132,309,526)</u>	<u>(6,479,942)</u>	<u>79,772</u>	<u>-</u>	<u>(138,709,696)</u>
Capital assets being depreciated, net	<u>153,357,134</u>	<u>(6,207,704)</u>	<u>-</u>	<u>264,580</u>	<u>147,414,010</u>
Business-Type Activities					
Capital Assets, Net	<u>\$ 167,196,463</u>	<u>\$ (3,817,219)</u>	<u>\$ (2,272)</u>	<u>\$ -</u>	<u>\$ 163,376,972</u>

Capital Asset Contributions: Some capital assets may be acquired using Federal and State grant funds, or they may be contributed by developers or other governments. These contributions of \$2,317,262 are required to be accounted for as revenues at the time the capital assets are contributed.

Depreciation Allocation: Depreciation expense is charged to functions and programs based on their usage of the related assets. The amounts allocated to each function or program was as follows:

General government	\$ 2,368,582
Public works	10,714,439
Public safety	1,127,646
Community development	179,184
Culture and recreation	<u>1,377,594</u>
Total governmental activities depreciation expense	<u>\$ 15,767,445</u>

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 6 - CAPITAL ASSETS (Continued)

Sewer	\$ 1,613,418
Water	3,422,198
Port	1,419,680
Refuse	<u>24,646</u>
 Total business-type activities depreciation expense	 <u>\$ 6,479,942</u>

NOTE 7 - LONG TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2018:

	Balance at July 1, 2017	Incurred	Retired	Balance at June 30, 2018	Due Within One Year
Governmental Activities:					
Revenue Bonds:					
2011 Refunding Lease Revenue Bonds					
3.7%, due 09/1/29	\$ 5,294,741	\$ -	\$ (340,104)	\$ 4,954,637	\$ 352,806
2012 Refunding Lease Revenue Bonds					
2.90%, due 03/1/30	6,314,629	-	(409,865)	5,904,764	422,506
Pension Obligation Bonds:					
2012 Pension Obligation Bonds Part 1					
4.42%, due 02/17/21	3,008,100	-	(635,500)	2,372,600	708,000
2012 Pension Obligation Bonds Part 2					
4.10%, due 02/17/19	1,981,900	-	(937,100)	1,044,800	1,044,800
Other:					
US Bank Leases	1,678,420	-	(212,153)	1,466,267	216,861
Street Lighting Loans	966,333	-	(150,330)	816,003	154,465
Portable Radio Loan	461,821	-	(59,293)	402,528	61,391
Solar Panels Lease	<u>2,790,525</u>	<u>-</u>	<u>(166,574)</u>	<u>2,623,951</u>	<u>171,086</u>
 Compensated absences	 22,496,469 <u>4,706,373</u>	 <u>738,777</u>	 <u>(2,910,919)</u> <u>(648,468)</u>	 19,585,550 <u>4,796,682</u>	 3,131,915 <u>1,672,533</u>
	27,202,842	<u>\$ 738,777</u>	<u>\$ (3,559,387)</u>	24,382,232	<u>\$ 4,804,448</u>
Less: Due within one year	<u>(4,363,744)</u>			<u>(4,804,448)</u>	
Due in More than One Year	<u>\$ 22,839,098</u>			<u>\$ 19,577,784</u>	

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 7 - LONG TERM LIABILITIES (Continued)

	Balance at July 1, 2017	Incurred	Retired	Balance at June 30, 2018	Due Within One Year
Business-type Activities:					
Revenue Bonds:					
1978 Sewer Revenue Bonds, Series A 5.00%, due 07/1/19	\$ 220,000	\$ -	\$ (220,000)	\$ -	\$ -
Water Revenue Bonds, Series 2012 2.00%-5.00%, due 10/1/34	39,580,000	-	(575,000)	39,005,000	600,000
Water Revenue Bonds, Series 2013 2.00%-5.00%, due 10/1/24	12,660,000	-	(1,350,000)	11,310,000	1,405,000
Sewer Revenue Bonds, Series 2017 3.00%-4.00%, due 10/1/44	-	9,010,000	-	9,010,000	170,000
Water Revenue Bonds, Series 2017 3.00%-4.00%, due 10/1/44	-	14,875,000	-	14,875,000	275,000
Other:					
Port Construction Note	2,269,247	-	(155,677)	2,113,570	161,075
Sewer Notes Payable	1,158,079	-	(151,273)	1,006,806	152,543
Water Leases Payable	1,123,894	-	(77,663)	1,046,231	79,948
Port Service Concession Arrangement	1,160,629	-	(96,307)	1,064,322	222,162
	<u>58,171,849</u>	<u>23,885,000</u>	<u>(2,625,920)</u>	<u>79,430,929</u>	<u>3,065,728</u>
Unamortized bond premiums	4,193,237	694,870	(286,689)	4,601,418	-
	<u>62,365,086</u>	<u>24,579,870</u>	<u>(2,912,609)</u>	<u>84,032,347</u>	<u>3,065,728</u>
Compensated absences	256,736	18,583	(10,799)	264,520	79,355
	<u>62,621,822</u>	<u>\$ 24,598,453</u>	<u>\$ (2,923,408)</u>	<u>84,296,867</u>	<u>\$ 3,145,083</u>
Less: Due within one year	<u>(2,695,668)</u>			<u>(3,145,083)</u>	
Due in More than One Year	<u>\$ 59,926,154</u>			<u>\$ 81,151,784</u>	

Description of Long-Term Debt

Governmental Activities

2011 Refunding Lease Obligation Bonds:

In December 2011, \$6,820,200 Refunding Lease Revenue Bonds, Series 2011 were issued by the West Sacramento Financing Authority to refund the remaining 1997 Lease Revenue Bonds. To provide for repayment of the bonds, the City entered into an agreement to lease the administration facilities from the West Sacramento Financing Authority. Principal payments of \$140,273 to \$261,607 are due semiannually on September 1 through 2029. Interest payments of \$4,840 to \$126,174 are due semiannually on March 1 and September 1 through September 1, 2029. The bonds bear an interest rate of 3.7%.

2012 Refunding Lease Revenue Bonds:

On December 21, 2012, \$7,954,988 in Refunding Lease Revenue Bonds, Series 2012, were issued by the West Sacramento Financing Authority to refund the remaining 2004 Lease Revenue Bonds. The proceeds are to finance a portion of the cost of construction of a fire station facility, including fixtures and equipment. To provide for repayment of the bonds, the City entered into an agreement to lease its City Hall. Principal payments of \$107,394 to \$285,157 are due semiannually on March 1 and September 1, through March 1, 2030. Interest payments of \$4,135 to \$113,790 are due semiannually on March 1 and September 1 through March 1, 3030. The bonds bear an interest rate of 2.9%.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 7 - LONG TERM LIABILITIES (Continued)

2012 Taxable Pension Obligation Bonds Part 1 and 2:

On November 1, 2011, \$10,806,700 in 2012 Taxable Pension Obligation Bonds were issued by the City to refinance the side fund obligations to the California Public Employees Retirement System (PERS). Principal payments for Part 1 of the Bonds of \$32,500 to \$440,300 are due semiannually on June 30 and December 30 through February 17, 2021 and bear an interest rate of 4.42%. Principal payments for Part 2 of the Bonds of \$90,100 to \$523,800 are due semiannually on June 30 and December 30 through February 17, 2019 and bear an interest rate of 4.10%.

US Bank Leases:

On October 15, 2015, the City entered into a \$1,492,100 lease that provides the City with fire equipment. Principal payments of \$139,139 to \$142,785 are due annually on October 15 through 2025. Interest payments of \$3,647 to \$35,365 are due annually on October 15 through 2025 and bear an interest rate of 2.62%.

On October 30, 2015 the City entered into a \$1,228,812 lease to finance the purchase of public works equipment. Principal payments of \$111,036 to \$135,445 and interest payments of \$2,958 to \$24,409 are due annually on October 30 through 2024. The lease bears an interest rate of 2.23%. The Sewer Fund and Water Fund have an interest in the leased equipment and related lease obligation of fifty-three percent (53%) and twenty percent (20%), respectively.

On February 21, 2017 the City entered into a \$352,686 lease to finance the purchase of police body cameras. Principal payments of \$71,822 to \$73,155 and interest payments of \$1,333 to \$5,187 are due annually February through 2021. The lease bears an interest rate of 1.86%. The US Bank leases are secured with a first lien on the leased equipment.

Street Lighting Loans:

On March 15, 2013, the City executed a loan agreement of \$1,460,000 to finance City-wide street lighting replacements. Principal payments of \$128,824 to \$164,464 are due annually on March 15 through 2023. Interest payments of \$4,524 to \$40,165, are due annually on March 15 through 2023 and bear an interest rate of 2.75%.

On March 15, 2014, the City executed an additional loan agreement of \$62,425 to finance additional City-wide street lighting replacements. Principal payments of \$6,207 to \$7,713 are due annually on March 15 through 2023. Interest payments of \$212 to \$1,717 are due annually on March 15 through 2023 and bear an interest rate of 2.75%.

Portable Radio Loan:

On June 25, 2014 the City executed a loan agreement with the County of Sacramento in the amount of \$627,810 to finance the purchase of radio equipment from the Sacramento Regional Communications System. Principal payments of up to \$75,641 are due annually on July 1 through 2023. Interest payments of \$2,586 to \$22,224 are due annually on July 1 through 2023 and bear an interest rate of 3.54%.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 7 - LONG TERM LIABILITIES (Continued)

Solar Panels Lease:

On March 10, 2016 the City executed a lease agreement with Banc of America Public Capital in the amount of \$3,984,982 to finance the purchase of solar panels installed at City Hall. Principal payments of \$48,037 to \$157,175 and interest payments of \$2,114 to \$52,952 are due semi-annually on June 1 and December 1 through June 1, 2031. The lease bears an interest rate of 2.60%. The Water Fund has a twenty-five percent (25%) interest in the leased equipment and related lease obligation.

The lease is secured with a first lien on the leased equipment. The solar panels leased had a cost of \$3,845,251 and accumulated depreciation of \$361,509.

Business-type Activities:

Revenue Bonds (Refunding and Water System Improvement Project), Series 2012:

In June 2012, \$41,930,000 in West Sacramento Financing Authority Revenue Bonds (Refunding and Water System Improvement Project), Series 2012 were issued to finance the acquisition, construction and improvement of certain capital improvements to the water system and to fully refund the outstanding principal amount of the Authority's Revenue Bonds (Water System Improvement Project, Series 2002), and to partially refund the Authority's Water Revenue Bonds (Pooled Financing Program), Series 2003C. The bonds are secured by the revenues of the Water Enterprise Fund. Principal payments of \$195,000 to \$4,195,000 are due annually on October 1 through October 1, 2034. Interest payments of \$104,875 to \$981,675 are due semiannually on October 1 and April 1 through October 1, 2034. Interest rates range from 2.00% to 5.00%.

The City has pledged future water and sewer customer revenues, net of specified operating expenses, to repay all of the City's Water and Sewer Revenue Bonds through 2044. The Sewer and Water Enterprise Fund's total principal and interest remaining to be paid on all bonds for which revenue is pledged is \$120,300,000. The Sewer and Water Enterprise Fund's principal and interest paid for the current year on and total customer net revenues were \$4,980,113 and \$5,335,463, respectively; therefore, approximately 80% of Water Fund revenue is pledged for the bonds.

Revenue Bonds (Refunding and Water System Improvement Project), Series 2013:

In July 2013, \$18,130,000 in West Sacramento Financing Authority Revenue Bonds (Refunding and Water System Improvement Project), Series 2013 were issued to finance the acquisition, construction and improvement of certain capital improvements to the water system and to fully refund the outstanding principal amount of the Authority's Water Revenue Bonds (Pooled Financing Program), Series 2003C. The bonds are secured by the revenues of the Water Enterprise Fund. Principal payments of \$1,200,000 to \$1,850,000 are due annually on October 1 through October 1, 2024. Interest payments of \$37,000 to \$356,275 are due semiannually on October 1 and April 1 through October 1, 2024. Interest rates range from 2.00% to 5.00%. The City has pledged future water customer revenues, net of specified operating expenses, to repay all of the City's Water Revenue Bonds through 2024. See the disclosure of pledged revenues and payments under the Series 2012 Bonds footnote above.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 7 - LONG TERM LIABILITIES (Continued)

Revenue Bonds (Wastewater and Water), Series 2017:

In October 2017, \$23,885,000 in West Sacramento Financing Authority Revenue Bonds (Water Revenue and Wastewater Revenue), Series 2017 were issued to finance certain capital improvements to the water system and the wastewater system of the City of West Sacramento. The bonds are secured by the revenues of the Sewer and Water Enterprise Funds. Principal payments of \$170,000 to \$2,995,000 are due annually on October 1 through October 1, 2047. Interest payments of \$8,313 to \$264,791 are due semiannually on October 1 and April 1 through October 1, 2047. Interest rates range from 3.00% to 4.00%. See the disclosure of pledged revenues and payments under the Series 2012 Bonds footnote above.

Port Construction Note:

On August 1, 2003, the Sacramento-Yolo Port District entered into a construction note with a bank in the amount of \$4,294,183 to finance a storm water collection and treatment system. The Port is required to collect net operating and other revenues equal to 125% of the debt service payments on the note. Principal payments ranging from \$98,562 to \$239,267 are due annually on August 1 through 2030. Interest payments of \$4,151 to \$61,868 are due semiannually on February 1 and August 1 through August 1, 2030 at an interest rate of 3.73%. The Port has pledged future operating and other revenues, net of specified operating expenses, to repay the Port Construction Note through August 2030. The Port Enterprise Fund's total principal and interest remaining to be paid on the notes is \$2,773,623. The Port Enterprise Fund's principal and interest paid for the current year and total customer net revenues were \$229,629 and \$1,822,220, respectively; therefore, approximately 13% of the Port Fund's revenue is pledged.

Sewer Notes Payable:

In April 2004, the City entered into an agreement for sewer improvements with the State of California State Water Resources Control Board in the amount of \$1,819,129. The note is due in annual installments of \$90,956 through July 7, 2024. Interest has been capitalized as part of the note amount.

Solar Panels Lease:

On March 10, 2016 the City executed a lease agreement with Banc of America Public Capital in the amount of \$3,984,982 to finance the purchase of solar panels installed at City Hall. As indicated in the Governmental Activities section above the Water Fund has a twenty-five percent (25%) interest in leased equipment representing solar panels on water tanks and the related lease obligation. The Water Fund's share of the lease amount is \$996,246. Its share of the principal payments are \$12,009 to \$39,294 and interest payments of \$529 to \$6,030, which are due semi-annually on June 1 and December 1 through June 1, 2031. The lease bears an interest rate of 2.69%.

US Bank Lease:

On October 30, 2015 the City issued \$1,228,812 of debt to finance the purchase of Public Works equipment. As indicated in the Governmental Activities section above the Sewer Fund and Water Fund have an interest in the leased equipment and related lease obligation of fifty-three percent (53%) and twenty percent (20%) respectively. The Sewer Fund's share of the lease amount is \$652,111 and the Water Funds Share is \$242,674. The Sewer Fund's share of the principal payments are \$58,849 to \$71,786 with interest payments of \$1,568 to \$12,937. The Water Fund's share of the principal payments are \$22,207 to \$27,089 with interest payments of \$592 to \$4,882. The payments are due annually on October 30 through 2024. The loan bears an interest rate of 2.23%.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 7 - LONG TERM LIABILITIES (Continued)

Port Service Concession Arrangement:

Effective July 1, 2013, the Sacramento-Yolo Port District entered into a lease agreement with SSA Pacific, Inc. for the Port's North Terminal that qualifies as a service concession arrangement under GASB Statement No. 60, as described in Note 16. As part of the agreement, SSA forgave \$850,000 in existing debt from the Port. In accordance with GASB 60, a liability of \$3,523,797 was accrued representing the net present value of future operating and maintenance expenses required to be paid by the Port under the agreement. The liability was discounted at the Port's cost of funds of rate 5.25% as of the date the agreement was entered into. The liability will be extinguished over the 10-year lease term and the difference between cash paid for expenses and the principal amount accrued will be trued-up through the deferred inflows of resources recognized when the lease was recorded, as described in Note 16.

Debt Service Requirements: Debt service requirements are shown below except for the deferred decommissioning costs as the repayment terms cannot be determined at this time:

Year Ending June 30:	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2019	\$ 3,131,915	\$ 611,664	\$ 3,065,728	\$ 3,391,200
2020	2,205,494	513,697	3,154,996	3,293,441
2021	2,341,149	427,811	3,274,647	3,181,698
2022	1,429,092	361,690	3,404,685	3,061,970
2023	1,472,414	317,616	3,535,113	2,936,332
2024-2028	6,421,652	949,217	18,289,610	11,678,982
2029-2033	2,583,834	102,404	21,486,150	7,026,800
2034-2038	-	-	12,375,000	2,639,916
2039-2043	-	-	4,960,000	1,466,200
2044-2048	-	-	5,885,000	528,953
	<u>\$ 19,585,550</u>	<u>\$ 3,284,099</u>	<u>\$ 79,430,929</u>	<u>\$ 39,205,492</u>

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 8 - AGENCY BONDS PAYABLE AND OTHER CONDUIT DEBT

Special assessment bonds have been issued under the 1915 Bond Act. The City is in no way liable for repayment of any bonds of the funds reflected in the agency funds, according to bond counsel, but is acting only as an agent for the property owners/bond holders in collecting and forwarding the special assessments. These debt agreements are accounted for as agency funds. Balances of the agency bonds are as follows as of June 30, 2018:

Spec Tax-CFD No.12-Raley's Field	\$ 4,242,234
Spec Tax-CFD No. 14-Newport 2004	6,260,000
Spec Tax-CFD No. 20- Rfnd Bridgeway Lk2	8,020,000
Spec Tax-CFD No. 26 Yarbrough	4,000,000
2016 Special Tax Refunding Bond - CFD 27	15,250,000
Spec Tax Rev Bond-2006-Series A	33,145,000
Spec Tax Rev Bond-2006-Series B	2,665,000
2012 Special Tax Refunding Bond	5,370,000
2014 Special Tax Refunding Bond	28,615,000
2016 Spc. Tax Refndng Bond Senior Series	8,405,000
2016 Spc. Tax Refndng Bond Subord. Series	3,245,000
River City Regional Stadium	26,985,000
2017 Special Tax Bonds - CFD 27	14,190,000
2011 WSAFCA JPA Bond	11,960,000
2015 WSAFCA JPA Bond	26,990,000
	<u>\$ 199,342,234</u>

NOTE 9 - NET POSITION AND FUND BALANCE

Net Position: The government-wide and business type activities financial statements report net position. Net position is reported as the net investment in capital assets, restricted and unrestricted.

Net Investment in Capital Assets - This category groups all capital assets into one component of net position. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction or improvement of these assets reduce the balance in this category.

Restricted Net Position - This category presents external restrictions imposed by creditors, grantors, contributors, laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted Net Position - This category represents net position of the City not restricted for any project or other purpose.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 9 - NET POSITION AND FUND BALANCE (Continued)

Fund Balances: Governmental fund balances represent the net current assets and deferred outflows less liabilities and deferred inflows of each fund.

The City's fund balances are classified in accordance with Governmental Accounting Standards Board Statement Number 54 (GASB 54), Fund Balance Reporting and Governmental Fund Type Definitions, which requires the City to classify its fund balances based on spending constraints imposed on the use of resources. For programs with multiple funding sources, the City prioritizes and expends funds in the following order: Restricted, Committed, Assigned, and Unassigned. Each category in the following hierarchy is ranked according to the degree of spending constraint:

Nonspendable fund balances represent balances set aside to indicate items do not represent available, spendable resources even though they are a component of assets. Fund balances required to be maintained intact, such as permanent funds, and assets not expected to be converted to cash, such as prepaids, notes receivable and land held for resale are included. However, if proceeds realized from the sale or collection of nonspendable assets are restricted, committed or assigned, then nonspendable amounts are required to be presented as a component of the applicable category.

Restricted fund balances have external restrictions imposed by creditors, grantors, contributors, laws, regulations, or enabling legislation which requires the resources to be used only for a specific purpose. Encumbrances and nonspendable amounts subject to restrictions are included along with spendable resources.

Committed fund balances have constraints imposed by formal action of the City Council (i.e. a Resolution), which may be altered only by formal action of the City Council (i.e. another Resolution). Encumbrances and nonspendable amounts subject to council commitments are included along with spendable resources.

Assigned fund balances are amounts constrained by the City's intent to be used for a specific purpose, but are neither restricted nor committed. Intent is expressed by the City Council or City Manager and may be changed at the discretion of the City Council or City Manager. This category includes encumbrances; nonspendable, when it is the City's intent to use proceeds or collections for a specific purpose, and residual fund balances, if any, of special revenue, capital projects or debt service funds which have not been restricted or committed. It is the policy of the City Council to provide authority to assign fund balance to the City Manager through the budget process on Resolution and to authorize use of the assignment through the same action.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 9 - NET POSITION AND FUND BALANCE (Continued)

Unassigned fund balance represents residual amounts that have not been restricted, committed, or assigned. This includes the residual general fund balance and residual fund deficits, if any, of other governmental funds.

Detailed classifications of the City's governmental fund balances, as of June 30, 2018, are below:

Fund Balance Classifications	Major Special Revenue Funds				Major Capital Project Funds			Total
	General Fund	HCD Block Grant Fund	Low Mod Income Housing Asset Fund	Community Development Performance Bonds Support Service Fund	Investments Measure G Fund	Facilities District Fund	Non-major Governmental Funds	
Nonspendable								
Loans receivable	\$ 298,522	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 263,104	\$ 561,626
Prepaid expenditures	44,798	-	-	-	-	-	3,763	48,561
Advances to other funds	5,320,682	-	-	-	-	-	8,700,561	14,021,243
Land held for sale	3,220,184	-	-	-	-	-	-	3,220,184
Prepaid Lease	-	-	-	-	-	-	2,100,000	2,100,000
Total Nonspendable Fund Balances	8,884,186	-	-	-	-	-	11,067,428	19,951,614
Restricted for:								
Low income housing projects	-	20,645,015	32,835,236	-	-	-	-	53,480,251
Community Facilities Districts Capital Projects	-	-	-	-	-	15,252,513	-	15,252,513
Landscaping and street lighting projects	-	-	-	-	-	-	6,360,976	6,360,976
Hazardous materials enforcement	-	-	-	-	-	-	113,854	113,854
Transit activities	-	-	-	-	-	-	7,820	7,820
Technology impact fees	-	-	-	-	-	-	172,978	172,978
Cable	-	-	-	-	-	-	573,106	573,106
Public Art	-	-	-	-	-	-	61,378	61,378
Capital Improvements	-	-	-	-	-	-	3,058,608	3,058,608
Debt service	-	-	-	-	-	-	1,807,051	1,807,051
Total Restricted Fund Balances	-	20,645,015	32,835,236	-	-	15,252,513	12,155,771	80,888,535
Committed to:								
Operations and maintenance measure K	4,413,367	-	-	-	-	-	-	4,413,367
Capital improvements measure K	315,000	-	-	-	-	-	-	315,000
Community investment measure G	2,096,232	-	-	-	8,773,183	-	-	10,869,415
Community programs	813,072	-	-	-	-	-	1,290,560	2,103,632
Public safety programs and projects	-	-	-	-	-	-	719,151	719,151
Equipment and maintenance	-	-	-	-	-	-	7,230,079	7,230,079
Capital projects	6,644,318	-	-	-	-	-	22,929,498	29,573,816
Total Committed Fund Balances	14,281,989	-	-	-	8,773,183	-	32,169,288	55,224,460
Assigned to:								
Council projects	3,168,632	-	-	-	-	-	-	3,168,632
Unassigned in:								
General Fund	20,451,968	-	-	-	-	-	-	20,451,968
Special Revenue Funds	-	-	-	-	-	-	(70,749)	(70,749)
Capital Project Funds	-	-	-	-	-	-	(6,200,651)	(6,200,651)
Total Unassigned Fund Balances	20,451,968	-	-	-	-	-	(6,271,400)	14,180,568
Total fund balances (deficit)	\$ 46,786,775	\$ 20,645,015	\$ 32,835,236	\$ -	\$ 8,773,183	\$ 15,252,513	\$ 49,121,087	\$ 173,413,809

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 10 - PENSION PLANS

General Information about the Defined Benefit Pension Plans:

Plan Descriptions - All qualified permanent and probationary employees are eligible to participate in the multiple-employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). The City has a Miscellaneous Agent Plan and a Public Safety Cost Sharing Pension Plan made up of the following rate plans:

- Safety Police Plan - cost sharing plan
- Safety Police Second Tier Plan - cost sharing plan
- PEPRSA Safety Police Plan - cost sharing plan
- Safety Fire Plan - cost sharing plan
- Safety Fire Second Tier Plan - cost sharing plan
- PEPRSA Safety Fire Plan - cost sharing plan

CalPERS acts as a common investment and administrative agent for its participating member employers. Benefit provisions under the Plans are established by State statute and City Council resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website at www.calpers.ca.gov.

Benefits Provided - CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 5 years of service. Standard death benefit include the Basic Death Benefit, 1957 Survivor Benefit, and Special Death Benefit (for Safety members). There is also an Optional Settlement 2W Death Benefit offered to Safety members. The 1959 Survivor Benefit is provided to level 3 and level 4. Cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect during the year ended June 30, 2018, are summarized as follows:

<u>Hire date</u>	<u>Miscellaneous Plan</u>		
	<u>Prior to February 11, 2012</u>	<u>February 11, 2012 to December 31, 2012</u>	<u>On or after January 1, 2013</u>
Benefit formula (at full retirement)	2.5% @ 55	2.0% @ 60	2.0% @ 62
Benefit vesting schedule	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	50 - 55	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	2.0% to 2.5%	1.09% to 2.42%	1.0% to 2.5%
Required employee contribution rates	8.00%	7.00%	6.25%
Required employer contribution rates	19.341%	19.341%	19.341%

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 10 - PENSION PLANS (Continued)

	<u>Safety Police Plan</u> Prior to October 8, 2011	<u>Safety Police Second Tier Plan</u> October 8, 2011 to December 31, 2012	<u>PEPRA Safety Police Plan</u> On or after January 1, 2013
Benefit formula (at full retirement)	3.0% @ 50	3.0% @ 55	2.7% @ 57
Benefit vesting schedule	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	50 - 55	50 - 55	50 - 57
Monthly benefits, as a % of eligible compensation	3.00%	2.40% to 3.00%	2.00% to 2.70%
Required employee contribution rates	9.00%	9.00%	11.50%
Required employer contribution rates Paid by employee	4.325%	4.325%	
Paid by employer	15.211%	12.331%	12.082%
Total employer contribution rates	19.536%	16.656%	12.082%
	<u>Safety Fire Plan</u> Prior to January 1, 2013	<u>Safety Fire Second Tier Plan</u> October 8, 2011 to December 31, 2012	<u>PEPRA Safety Fire Plan</u> On or after January 1, 2013
Benefit formula (at full retirement)	3.0% @ 50	3.0% @ 55	2.7% @ 57
Benefit vesting schedule	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	50 - 55	50 - 55	50 - 57
Monthly benefits, as a % of eligible compensation	3.00%	2.40% to 3.00%	2.00% to 2.70%
Required employee contribution rates	9.000%	9.000%	11.500%
Required employer contribution rates	19.536%	16.656%	12.082%

All plans except the PEPRA plans are closed to new members that are not already CalPERS participants.

Employees Covered - At the June 30, 2017 measurement date, the following employees were covered by the benefit terms for the Miscellaneous Plan:

Inactive employees or beneficiaries currently receiving benefits	203
Inactive employees entitled to but not yet receiving benefits	357
Active employees	<u>272</u>
 Total	 <u>832</u>

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 10 - PENSION PLANS (Continued)

Contributions - Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for all Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2018, the contributions recognized as part of pension expense were as follows:

	Miscellaneous Agent Plan	Public Safety Cost Sharing Plan	Total
Contributions	<u>\$ 3,389,260</u>	<u>\$ 3,789,158</u>	<u>\$ 7,178,418</u>

Net Pension Liability of Defined Benefit Pension Plans: The City's net pension liability for the Miscellaneous Plan is measured as the total pension liability, less the pension plan's fiduciary net position. The net pension liability of the Miscellaneous Plan is measured as of June 30, 2017, using an annual actuarial valuation as of June 30, 2016 rolled forward to June 30, 2017 using standard update procedures. A summary of principal assumptions and methods used to determine the net pension liability is shown below. As of June 30, 2018, the City's reported net pension liabilities for its Miscellaneous Agent Plan and the proportionate share of the net pension liability of the Public Safety Cost Sharing Plan were as follows:

	Net Pension Liability
Miscellaneous Agent Plan	\$ 38,939,595
Public Safety Cost Sharing Plan - Proportionate Share	<u>41,321,437</u>
Total net pension liability	<u>\$ 80,261,032</u>
Reconciliation to Statement of Net Position:	
Governmental Activities	\$ 77,936,374
Business-type Activities	<u>2,324,658</u>
	<u>\$ 80,261,032</u>

The City's net pension liability for the cost sharing plan is measured as the proportionate share of the net pension liability. The net pension liability of the cost sharing plan is measured as of June 30, 2017, and the total pension liability the cost sharing plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2016 rolled forward to June 30, 2017 using standard update procedures. The City's proportion of the net pension liability was based on the City's share of contributions to the pension plans relative to the contributions of all participating employers.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 10 - PENSION PLANS (Continued)

The City's proportionate share of the net pension liability for the Public Safety Plan as of June 30, 2017 and 2016 was as follows:

	Public Safety Cost Sharing <u>Plan</u>
Proportion - June 30, 2017	0.69155%
Proportion - June 30, 2016	<u>0.69312%</u>
Change - Increase (Decrease)	<u>(0.00157)%</u>

Actuarial Assumptions - The total pension liabilities in the June 30, 2017 actuarial valuations were determined using the following actuarial assumptions for all agent and cost sharing Plans:

Valuation Date	June 30, 2016
Measurement Date	June 30, 2017
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate Inflation	7.15%
Inflation	2.75%
Payroll Growth	3.0%
Investment Rate of Return	7.15%

The mortality table used was developed based on CalPERS specific Data. The table uses 20 years of mortality improvements using Society of Actuaries Scale BB. The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2014 valuation were based on the results of an April 2014 actuarial experience study for the period 1997 to 2011. Further details of the Experience Study can found on the CalPERS website.

Discount Rate - The discount rate used to measure the total pension liability was 7.15%. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

During the 2016-17 measurement period, the financial reporting discount rate for the Plans was lowered from 7.65 percent to 7.15 percent.

CalPERS is scheduled to review all actuarial assumptions as part of its regular Asset Liability Management (ALM) review cycle that is scheduled to be completed in February 2018. Any changes to the discount rate will require Board action and proper stakeholder outreach.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 10 - PENSION PLANS (Continued)

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class for all plans. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	Current Target <u>Allocation</u>	Real Return <u>Years 1 - 10(a)</u>	Real Return <u>Years 11+(b)</u>
Global Equity	51.0%	5.25%	5.71%
Global Debt Securities	20.0%	0.99%	2.43%
Inflation Assets	6.0%	0.45%	3.36%
Private Equity	10.0%	6.83%	6.95%
Real Estate	10.0%	4.50%	5.13%
Infrastructure and Forestland	2.0%	4.50%	5.09%
Liquidity	<u>1.0%</u>	(0.55)%	(1.05)%
Total	<u>100.0%</u>		

(a) An expected inflation of 2.5% used for this period.

(b) An expected inflation of 3.0% used for this period.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 10 - PENSION PLANS (Continued)

Changes in the Net Pension Liability of the Defined Benefit Pension Plans: The changes in the net pension liability for the Miscellaneous Plan were as follows:

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability/(Asset)
Balance at June 30, 2017	\$ 112,662,195	\$ 78,353,315	\$ 34,308,880
Changes in the year:			
Service cost	2,954,295	-	2,954,295
Interest on the total pension liability	8,452,381	-	8,452,381
Differences between actual and expected experience	(792,573)	-	(792,573)
Changes in assumptions	7,203,552	-	7,203,552
Contribution - employer	-	3,219,379	(3,219,379)
Contribution - employee	-	1,279,199	(1,279,199)
Net investment income	-	8,804,045	(8,804,045)
Benefit payments , including refunds of employee contributions	(4,670,394)	(4,670,394)	-
Administrative expense	-	(115,683)	115,683
	13,147,261	8,516,546	4,630,715
Net changes			
Balance at June 30, 2018	\$ 125,809,456	\$ 86,869,861	\$ 38,939,595

Sensitivity of the Net Pension Liability to Changes in the Discount Rate - The following presents the net pension liability of the City for each Plan, calculated using the discount rate for each Plan, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	Miscellaneous Agent Plan	Public Safety Cost Sharing Plan
1% Decrease	6.15%	6.15%
Net Pension Liability	\$ 56,816,352	\$ 62,578,688
Current Discount Rate	7.15%	7.15%
Net Pension Liability	\$ 38,939,595	\$ 41,321,437
1% Increase	8.15%	8.15%
Net Pension Liability	\$ 24,242,703	\$ 23,944,694

Pension Plan Fiduciary Net Position - Detailed information about each Plan's fiduciary net position is available in the separately issued CalPERS financial reports.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 10 – PENSION PLANS (Continued)

Pension Expenses and Deferred Outflows/Inflows of Resources Related to Defined Benefit Pension Plans:
For the year ended June 30, 2018, the City recognized pension expense of \$11,027,684 for the agent and cost sharing plans combined. At June 30, 2018, the City reported deferred outflows of resources and deferred inflows of resources related to all plans combined from the following sources:

	<u>Miscellaneous Plan</u>		<u>Public Safety Plan</u>		<u>Total Deferred Outflows of Resources</u>	<u>Total Deferred Inflows of Resources</u>
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>		
Pension contributions subsequent to measurement date	\$ 3,389,260	\$ -	\$ 3,789,158	\$ -	\$ 7,178,418	\$ -
Differences between actual and expected experience	-	(1,011,584)	328,007	-	328,007	(1,011,584)
Changes in assumptions	4,788,920	-	5,940,920	-	10,729,840	-
Net differences between projected and actual earnings on plan investments	1,088,716	-	1,402,995	-	2,491,711	-
Change in employer's proportion	-	-	-	(24,175)	-	(24,175)
Difference between employer's contribution and proportionate share	-	-	-	(602,086)	-	(602,086)
Total	<u>\$ 9,266,896</u>	<u>\$ (1,011,584)</u>	<u>\$ 11,461,080</u>	<u>\$ (626,261)</u>	<u>\$ 20,727,976</u>	<u>\$ (1,637,845)</u>

The \$7,178,418 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year Ended June 30</u>	<u>Miscellaneous Plan</u>	<u>Public Safety Plan</u>	<u>Total</u>
2019	\$ 1,337,942	\$ 1,614,096	\$ 2,952,038
2020	3,126,753	3,859,912	6,986,665
2021	1,045,896	2,392,594	3,438,490
2022	<u>(644,539)</u>	<u>(820,941)</u>	<u>(1,465,480)</u>
Total	<u>\$ 4,866,052</u>	<u>\$ 7,045,661</u>	<u>\$ 11,911,713</u>

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 10 - PENSION PLANS (Continued)

Defined Contribution Retirement Plans: IRC Section 401(a) Plans - The City makes four IRC Section 401(a) plans (the Plans) available to eligible participants. Participants are eligible to participate after 12 months of service unless indicated otherwise below. The Plans are administered by the City. Benefit terms, including contribution requirements, for the Plans are established and may be amended by the City Council. Participants are fully vested in employer (if applicable) and participant contributions at the contribution date. Contributions are deposited into self-directed investment accounts for each participant at the trust administrators. The Plans qualify as 401(a) tax-qualified multiple employer trust funds. The City has the following IRC Section 401(a) plans:

ICMA Plan 107768 - This Plan is available only to the City Manager. The City contributes 9% and the participant contributes 5.5% of participant compensation to the Plan.

ICMA Plan 109931 - This Plan is available only to Department Heads and City Council members. The City contributes 5.5% and the participants contribute 4.5% of participant compensation to the Plan.

ICMA Plan 109885 - This Plan is available only to management employees other than Department Heads and the City Manager. The City contributes 1.5% of participant compensation to the Plan. Participants are not required to contribute to the Plan.

The plans above are administered by the ICMA Retirement Corporation.

The PARS Alternate Retirement System (PARS-ARS) Plan - All part-time, seasonal and temporary employees that are not covered by social security or another retirement plan are allowed to participate in the PARS-ARS Plan. Employees are eligible to participate as of the employee's hire date. The PARS-ARS plan document does not allow employer contributions and requires participants to contribute 7.5% of their compensation. The PARS-ARS trustee is MUFJ Union Bank.

During the year ending 2018, the City contributed \$184,932 to the plans above on a combined basis. The amount contributed to each plan and contributed by participants was not available at the issuance date of the financial statements.

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS PLAN

Plan Description: In addition to the pension benefits described above, the City provides post-employment health care benefits to eligible employees. CalPERS invests the Plan's assets as part of the California Employer's Retiree Benefit Trust (CERBT), resulting in its classification as an agent plan. The City Council has the authority to establish and amend benefit provisions of the plan according to existing bargaining arrangements. In accordance with City Council Resolution, the plan is available to all employees who retire under CalPERS while working for the City. The City pays a percentage of health insurance premiums of non-safety employees with over ten years of service and 100% of safety employee's health insurance premiums up to the limit specified in the City's Memorandums of Understanding. Two ex-council members and an ex-contract city attorney are eligible. Copies of the CalPERS' CAFR may be obtained from the CalPERS Executive Office – 400 P Street – Sacramento, CA 95814.

Funding Policy: The contribution requirements of plan members and the City are established and may be amended by the City Council according to existing bargaining arrangements. The OPEB Plan provisions and benefits in effect at June 30, 2018, are summarized as follows:

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS PLAN (Continued)

Eligibility: Service - age 50, 5 years of service and retire directly from City under CalPERS or disability retirement.

Benefits Provided

<u>Medical and Dental</u>		<u>Medical</u>		<u>Contribution</u>
City Manager	No	PEM HCA	100% of premiums	No Cap
Dept. Head (Fire Chief)	No	PEM HCA	100% of premiums	\$800
Fire Management	No	PEM HCA	100% of premiums	\$800
FFA	No	PEM HCA	100% of premiums	\$750
Dept. Head (Non-safety)	Yes	City	5-9 YOS \$75 + 30% of premiums 10-14 YOS \$100 + 50% of premiums 15-19 YOS \$150 + 75% of premiums 20+YOS 100% of premiums	Retired < 7/1/11 or Employees with 20+ YOS as of 7/1/11 no cap. All others \$1,500 Up to Blue Shield Access+ plan \$800
Dept. Head (Police Chief)	No	City	100% Premiums	
Police Management	No	City	100% Premiums if DOH > 7/1/10, need 10 yrs City service	
POA (Safety) Hired ≤6/30/14	No	City	Retired< 1/1/09 or have 7+ YOS as of 1/1/09: 100% PORAC (family) All other retirees: 10-14 YOS 50% of premiums 15-19 YOS 75% of premiums 20+ YOS 90% of premiums	Single \$737 2 party \$1,185 Family \$1,511
POA (Safety) Hired > 6/30/14	No	City	Same as POA(Safety) hired ≤ 6/30/14	\$1,200 Lesser of 75% of Total Premiums or \$750 POA(Non-Safety) Not to exceed POA active cafeteria amounts
Non-Safety Management, POA (Non-Safety), Specialists & Professionals, Confidential			10-14 YOS \$50 + 25% of premiums 15-19 YOS \$75 + 30% of premiums 20+ YOS \$100 + 50% of premiums	
Stationary Engineers	Yes	City		
City Council	No	City	100% Self pay by the retiree	\$0

Vision Benefit: None - City pays 100% of vision premiums for one former City Manager.

Surviving Spouse Benefit: 100% of retiree benefit continues to surviving spouse if retiree elects survivor annuity under retirement plan.

Except for the fire group, the City contribution cap amounts may increase each year based on premiums for active employees. For the fire group, the City contribution cap amounts increase each year in accordance with Government Code Section 22825.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS PLAN (Continued)

OPEB Plan Investments: The discount rate of 7.28% was determined using the asset allocation and assumed rates of return associated with CalPERS' California Employers' Retirement Benefit Trust Strategy 1. The portfolio allocation and rates of return associated with CERBT Trust Strategy 1 are as follows:

<u>Asset Class</u>	<u>Percentage of Portfolio*</u>	<u>Real Rate of Return</u>
Global Equity	57.00%	5.25%
Fixed Income	27.00	1.79
Treasury Inflation Protected Securities (TIPS)	5.00	1.00
Real Estate Investment Trusts (REITs)	8.00	3.25
Commodities	3.00	0.34

*geometric average

Employees Covered by Benefit Terms: The following is a table of plan participants at June 30, 2018:

	<u>Number of Participants</u>
Inactive Plan members, covered spouses, or beneficiaries currently receiving benefits	299
Active employees	<u>337</u>
Total	<u>636</u>

Contributions: Contributions to the OPEB Plan from the City were \$2,656,135 for the year ended June 30, 2018. Employees are not required to contribute to the OPEB Plan.

Net OPEB Liability: The District's net OPEB liability was measured as of June 30, 2017, and the net OPEB liability was determined by an actuarial valuation as of that date.

Actuarial Assumptions: The total OPEB liability in the June 30, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Valuation Date	June 30, 2017
Actuarial Method	Entry Age Normal Level Percentage of Salary
Discount Rate	7.28%
Healthcare Trend Rate	3.84%
Mortality	CalPERS OPEB Assumption Model, revised December 20, 2017
Termination Rates	CalPERS OPEB Assumption Model, revised December 20, 2017
Disability	CalPERS OPEB Assumption Model, revised December 20, 2017
Retirement	CalPERS OPEB Assumption Model, revised December 20, 2017

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS PLAN (Continued)

Premiums	Blended premiums were developed based on the City's enrollment by plan. These premiums were used in implicit subsidy active explicit subsidy calculations.
Annual Per Capita Claims	Developed based on premiums for the City's enrollment by plan.
Aging or Morbidity Factors	Based on actual CalPERS HMO and PPO population data.
Participant Contributions	Retiree pays any difference between premiums and the benefit cap for the retiree (which varies by bargaining group).
Salary Increases	2.875% (same as CalPERS). The salary increase is used to determine the growth in the aggregate payroll. Individual Salary Increased: 2018 CalPERS Merit Salary Increases.
Inflation Rate	2.75%
Marital Status provided	Current Retirees: Spouse coverage by City Future Retirees: 60% assumed to be married.
Spouse Gender	Assumes spouse of opposite gender.
Spouse Age Difference	Assumes males are three years older than females.
Participation	Current Retirees: Assume current elections continue until decrement. Future Retirees: Assume 60% of future retirees will elect to continue coverage in City's plans, and that 25% will procure similar coverage elsewhere and seek reimbursements. Assume 60% of retirees with coverage enroll a spouse.
ACA Excise Tax	Assumed that the City will pass the ACA Excise Tax on to the retirees.

Employer Contributions for Inactives Current Retirees: City provided subscriber-level annual contributions. For pre-65s, assumed a 50% drop in contributions at Age 65 to account for transition to Medicare Supplement premiums.

Trend Rates	Medical Long-Term Trends from Society of Actuaries "Long Term Healthcare Cost Trends Model" using baseline assumptions.
PEMHCA Administration Fee	0.33% of retiree premium.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS PLAN (Continued)

PEMHCA Information	West Sacramento is enrolled in an unequal contribution, with current retirees receiving 25% of the PEMHCA minimum in 2017. For Firefighters, Safety Management, and City Manager, the PEMCHA minimum is embedded in monthly premiums. For other groups, the PEMHCA minimum is paid to CalPERS in addition to the medical premiums paid to retirees.
Dental Valuation	Single dental premiums of \$468/year in 2017 were trended at 4%. The dental premiums were assumed to not create an implicit subsidy.
Benefit Cap Trend Rate	Assumed to increase at medical trend rates for pre and post retirement.

Changes in the Net OPEB Liability

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
	(a)	(b)	(a) - (b)
Balances at June 30, 2017	\$ 29,590,689	\$ 15,382,335	\$ 14,208,354
Changes for the year:			
Service cost	1,130,527	-	1,130,527
Interest	2,186,281	-	2,186,281
Contributions - employer	-	2,151,000	(2,151,000)
Net investment income	-	1,623,962	(1,623,962)
Benefit payments, including refunds	(1,404,450)	(1,404,450)	-
Administrative expense	-	(7,905)	7,905
Net changes	<u>1,912,358</u>	<u>2,362,607</u>	<u>(450,249)</u>
Balances at June 30, 2018	<u>\$ 31,503,047</u>	<u>\$ 17,744,942</u>	<u>\$ 13,758,105</u>

There were no changes between the measurement date and the year ended June 30, 2018 which had a significant effect on the City's net OPEB liability.

Fiduciary Net Position as a % of the net OPEB liability, at June 30, 2018: 56.33%

Discount Rate: All future benefit payments were discounted using a discount rate of 7.28%. As the plan is funded by an irrevocable trust, and the plans' projected contributions and net position are expected to fully cover future benefit payments, the discount rate has been set to equal the long-term rate of return on plan investments.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS PLAN (Continued)

Sensitivity of the Net OPEB Liability to changes in the Discount Rate: The following presents the Net OPEB Liability of the City, as well as what the City's Net OPEB Liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current discount rate:

	1% Decrease <u>6.28%</u>	Current Discount Rate <u>7.28%</u>	1% Increase <u>8.28%</u>
Net OPEB liability for the plan	<u>\$ 17,873,914</u>	<u>\$ 13,758,105</u>	<u>\$ 10,349,487</u>

Sensitivity of the Net OPEB Liability to changes in the Healthcare Cost Trend Rates: The following presents the Net OPEB Liability of the City, as well as what the City's Net OPEB Liability would be if it were calculated using healthcare cost trend rates that are one percentage-point lower or one percentage-point higher than the current healthcare cost trend rates:

	1% <u>Decrease</u>	Current Healthcare Cost Trend Rate	1% <u>Increase</u>
	6% Decreasing <u>to 2.84%</u>	7% Decreasing <u>to 3.84%</u>	8% Decreasing to <u>to 4.84%</u>
Net OPEB liability for the plan	<u>\$ 9,934,780</u>	<u>\$ 13,758,105</u>	<u>\$ 18,453,741</u>

OPEB Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to OPEB: For the year ended June 30, 2018, the District recognized OPEB expense of \$2,256,693. At June 30, 2018, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows <u>of Resources</u>	Deferred Inflows <u>of Resources</u>
Differences between expected and actual experience	\$ -	\$ -
Changes of assumptions	-	-
Net difference between projected and actual earnings on investments	-	(347,942)
Contributions subsequent to measurement date	<u>2,656,135</u>	<u>-</u>
Total	<u>\$ 2,656,135</u>	<u>\$ (347,942)</u>

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 11 - OTHER POSTEMPLOYMENT BENEFITS PLAN (Continued)

\$2,656,135 reported as deferred outflows of resources related to benefits paid subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended	
June 30	Deferred Inflows
2019	\$ (86,986)
2020	(86,986)
2021	(86,986)
2022	(86,984)
Total	<u>\$ (347,942)</u>

Deferred inflows related to differences between projected and actual earnings on plan investments are netted and amortized over a closed 5-year period.

Section 115 Trust Fund: On June 14, 2017, the City Council approved establishing a IRC Section 115 trust fund with Public Agency Retirement Services (PARS) for the OPEB plan. The PARS trust is expected to provide advantages over the existing CalPERS CERBT due to the ability to diversify investments to allow for higher returns. Management recommended contributing 50% of its OPEB ARC to the PARS Section 115 trust and 50% to the CalPERS CERBT and to review the performance of the two trust funds on an annual basis for the first three years.

NOTE 12 - RISK MANAGEMENT

Participation in YCPARMIA: The City of West Sacramento, California is a member of the Yolo County Public Agency Risk Management Insurance Authority (YCPARMIA), a public entity risk pool that is currently operating as a common risk management agency. There are six members on the Board of Directors including 1 member from the City. The Board of Directors elects officers of the YCPARMIA annually. The City pays an annual premium to YCPARMIA for its insurance coverage. The Agreement for Formation of YCPARMIA provides that YCPARMIA will be self-sustaining through member premiums and will be re-insured through California Joint Powers Insurance Authority (CAJPIA) for claims in excess of YCPARMIA limits indicated below for each insured event.

The CAJPIA is a large risk pool that covers claims for smaller risk pools such as YCPARMIA. The City has no accrued liability or reserves as of June 30, 2018. The City does not retain risk of loss in the pool above the self-funded retention amount for the general liability, property, and workers' compensation.

The City has had no settlements which exceeded insurance coverage in the last three fiscal years, and no changes in insurance coverage have occurred from the prior year.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 12 - RISK MANAGEMENT (Continued)

Amount	Coverage provider	Payment Source
<i>Fidelity</i>		
\$ 0 - \$ 1,000	Self-insured	City funds
1,001 - 25,000	Yolo County Public Agency Risk Management Insurance Authority	Shared risk pool
25,001 - 2,000,000	Fidelity & Deposit of Maryland	Shared risk pool
<i>General And Auto Liability Claims:</i>		
\$ 0 - \$ 5,000	Self-insured	City funds
5,001 - 500,000	Yolo County Public Agency Risk Management Insurance Authority	Shared risk pool
500,001 - 40,000,000	California Joint Powers Insurance Authority	Shared risk pool
<i>Pollution Legal Liability</i>		
\$ 0 - \$ 100,000	Yolo County Public Agency Risk Management Insurance Authority	Shared risk pool
100,001 - 10,000,000	Commercial insurance	Shared risk pool
<i>Property Protection Claims:</i>		
\$ 0 - \$ 1,000	Self-insured	City funds
1,001 - 25,000	Yolo County Public Agency Risk Management Insurance Authority	Shared risk pool
25,001 - 959,357,100	Commercial insurance	Shared risk pool
<i>Workers' compensation:</i>		
\$ 0 - \$ 1,000	Self-insured	City funds
1,001 - 500,000	Yolo County Public Agency Risk Management Insurance Authority	Shared risk pool
500,001 - 50,000,000	Commercial insurance	Shared risk pool
<i>Cyber Liability:</i>		
\$ 0 - \$ 100,000	Catastrophic retention	City funds
100,001 - 1,000,000	Commercial insurance	Shared risk pool

The City also maintains a smaller policy with YCPARMIA for Marine Hull and Machinery Coverage. Complete financial information for YCPARMIA is available at Yolo County Public Agency Risk Management Insurance Authority, 77 West Lincoln Avenue, Woodland, CA 95695.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 13 - JOINT POWERS AUTHORITY

The City also participates in the West Sacramento Area Flood Control Agency (the Flood Control Agency). The Flood Control Agency was established on July 20, 1994 under a joint exercise of powers agreement between the City, Reclamation District No. 900 and Reclamation District 537 to provide a coordinated regional effort to finance and provide facilities and works necessary to ensure not less than the minimum level of flood protection, as defined by the Federal Emergency Management Agency, exists within the boundaries of the Flood Control Agency. The Board of Directors is comprised of a City Council member and one trustee from each of the participating Reclamation Districts. Upon termination of the joint exercise of powers agreement, any surplus funds on hand will be returned to the participants in proportion to the contributions made to the Flood Control Agency. The Flood Control Agency is authorized, through its participants, to impose special assessments for flood control purposes. The City accounts for the special assessments as well as a reimbursement payable to the Flood Control Agency for costs incurred by its members prior to its formation in the Flood Control Agency Fund. The Flood Control Agency does not meet the definition of a component unit because it has a separate governing body, the City is not financially accountable for it, there is no financial benefit or burden relationship and it does not operate solely for the benefit of the City. Separate financial statements are issued by the Flood Control Agency and are available at the City's Finance Department or at www.cityofwestsacramento.org.

NOTE 14 – COMMITMENTS AND CONTINGENT LIABILITIES

Grant Contingencies: The City participates in various federal and state assisted grant programs. These programs are subject to compliance audits by the grantors. No audits by the grantors have been conducted during the year ended June 30, 2018. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

Central Valley Regional Water Quality Control Board: As part of the Groundwater Extraction Pilot Study accepted by the Regional Water Quality Control Board (RWQCB), which is in connection with the investigation of the distribution of nitrate and ammonia in the soil and groundwater with the Port, the Port installed three groundwater extraction wells and began pumping the ground water to the Port storm water treatment system on June 28, 2002. Based on the favorable results of the treatment of the pumped groundwater in the Port storm water treatment system and with the concurrence of the RWQCB, the Port installed two additional groundwater pumping wells in June 2004. Further negotiations with the RWQCB will determine the requirement for additional wells, the year-round treatment plan and the amount of overall facility groundwater extraction required. Based on the investigations performed by professional consultants, in the opinion of the Port's management, there is no threat to any drinking water supply.

Contingencies Related to the Termination of the Redevelopment Agency: As indicated in Note 15, certain transfers made by the Successor Agency of the Redevelopment Agency of the City of West Sacramento to other governments are subject to review by departments of the State of California, including transfers made to other City funds. While the State has required any previous unnecessary transfers to other City funds to be reversed and paid to the Successor Agency for distribution to other jurisdictions as residual payments under AB 1484, the Successor Agency complied with these payments totaling \$8,657,818. The City completed required residual payments including: 1) the Low and Moderate Income Housing Fund payment, 2) the "July True Up" payment, and 3) the Other Funds and Accounts payment. The State Department of Finance issued a Finding of Completion letter on May 13, 2013.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 14 – COMMITMENTS AND CONTINGENT LIABILITIES (Continued)

Long-Term Commitments: The City had the following significant contract commitments as of June 30, 2018:

	<u>Appropriation</u>	<u>Expended June 30, 2018</u>	<u>Commitment</u>
Water Projects	\$ 21,237,692	\$ 5,037,645	\$ 16,200,047
City Park Improvements	4,465,392	1,531,032	2,934,360
Sewer Projects	7,151,733	1,375,115	5,776,618
City Facilities Projects	5,219,414	3,884,342	1,335,072
Drainage and Flood Control Projects	3,244,435	2,144,592	1,099,843
Transportation Projects	60,534,709	6,723,346	53,811,363
Community Investment Projects	<u>31,620,116</u>	<u>15,335,265</u>	<u>16,284,851</u>
Total Commitments	<u>\$ 133,473,491</u>	<u>\$ 36,031,337</u>	<u>\$ 97,442,154</u>

Stone Lock Property: The sale of the Stone Lock property to the Port District was consummated, however asbestos contamination was found in the damaged buildings and responsibility for remediation is being determined. It is currently unknown how much the remediation of the contamination discovered will cost and it is unclear whether the State will approve funding for remediation efforts on the Successor Agency's ROPS. Since the amount is not estimable at June 30, 2018 and responsibility for the costs has not been determined, the Successor Agency and Port Fund have not accrued a liability for the asbestos remediation costs.

Port District Agreement to Purchase Land: In April 2017, the Port District approved a Purchase and Sale Agreement (the Agreement) with Equilon Enterprises, Inc. d/b/a Shell Oil Products US (Equilon) where Equilon agreed to sell approximately 8.89 acres of land to the Port District for \$3 million. The Agreement requires Equilon to terminate operations at the property by March 31, 2021 and to demolish and remove the facility on the property by December 31, 2021. The property has been identified as contaminated under state and federal regulations and the Agreement requires the property to be remediated by May 31, 2025. The Port District may terminate the Agreement if the property has not been remediated by this date. Equilon is responsible for all expenses of the property prior to the close of escrow, which is required to occur no later than November 30, 2025.

Operating Leases Receivable and Payable:

Lease Payable - In October 2006, the City entered into an agreement with the Washington Unified School District (District) to lease a joint use recreation center. The agreement states that the District has agreed to pay all up-front capital costs for the construction of the recreation center facility and the City will make payments to the District for the City's portion of these costs, including interest, over the course of a thirty-year period. In the year ended June 30, 2010, the project was completed and the City began making payments starting February 1, 2009 through August 1, 2038. Future payments for the project are listed below.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 14 - COMMITMENTS AND CONTINGENT LIABILITIES (Continued)

Leases Receivable - A significant portion of the Port's assets are leased to tenants under operating lease agreements. Leased assets include maritime facilities, office and commercial space and land. Lease agreement terms range from June 30, 2010 to June 30, 2055. The City and SSA Pacific entered into a long-term concession and lease agreement on July 1, 2013 for operation of the Port's North Facility as discussed in Note 16. The lease may be extended for three additional five-year periods. Future payments are listed below.

Future minimum lease payments payable and receivable are as follows as of June 30, 2018.

Year Ending June 30:	Washington School	Port Leases	
	District Lease Payable	SSA Lease Receivable	Other Leases Receivable
2019	\$ 1,095,342	\$ 683,157	\$ 1,599,886
2020	1,095,342	-	1,930,732
2021	1,095,342	-	1,831,018
2022	1,095,342	-	1,626,645
2023	1,095,342	-	1,520,101
2024-2028	5,476,710	-	7,942,070
2029-2033	5,476,710	-	8,343,255
2034-2038	5,476,710	-	3,875,260
2039-2043	547,671	-	3,818,662
2044-2048	-	-	4,210,223
2049-2053	-	-	3,677,350
Total	<u>\$ 22,454,511</u>	<u>\$ 683,157</u>	<u>\$ 40,375,202</u>

NOTE 15 - SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF WEST SACRAMENTO

In an effort to balance its budget, the State of California adopted ABx1 26 on June 28, 2011, as amended by AB1484 on June 27, 2012, which suspended all new redevelopment activities except for limited specified activities as of that date and dissolved redevelopment agencies on January 31, 2012.

Under the provisions of AB 1484, the City may elect to become the Housing Successor and retain the housing assets. The City elected to become the Housing Successor and on February 1, 2012, certain housing assets were transferred to the City's Low Mod Income Housing Asset Special Revenue Fund. The activities of the Housing Successor are reported in the Low Mod Income Housing Assets Special Revenue Fund as the City has control of those assets, which may be used in accordance with the low and moderate income housing provisions of California Redevelopment Law.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 15 - SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF WEST SACRAMENTO (Continued)

The City also elected to become the Successor Agency and on February 1, 2012 the Redevelopment Agency's remaining assets were distributed to and liabilities were assumed by the Successor Agency. ABx1 26 requires the establishment of an Oversight Board to oversee the activities of the Successor Agency and one was established in April 2012. The activities of the Successor Agency are subject to review and approval of the Oversight Board, which is comprised of seven members, including one member of City Council, one former Redevelopment Agency employee appointed by the Mayor and the remaining members are appointed by external agencies with an interest in Successor Agency assets. Pursuant to Senate Bill 107, on July 1, 2018, a single consolidated County Oversight Board was established for the four city Oversight Boards.

The activities of the Successor Agency are reported in the Successor Agency to the Redevelopment Agency Private-Purpose Trust Fund as the activities are under the control of the Oversight Board. The City provides administrative services to the Successor Agency to wind down the affairs of the former Redevelopment Agency, including paying debt service payments of existing Redevelopment Agency debt agreements. Currently, the last of the obligations of the former Redevelopment Agency will terminate in 2037.

The following disclosures of the Successor Agency as of June 30, 2018 are required by debt continuing disclosure requirements.

Capital Assets: Successor Agency capital asset activity was as follows for the year ended June 30, 2018:

	<u>Balance at July 1, 2017</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance at June 30, 2018</u>
<u>Governmental Activities</u>				
Capital Assets, not being depreciated:				
Land	\$ 1,142,925	\$ -	\$ -	\$ 1,142,925
Governmental Activities				
Capital Assets, net	<u>\$ 1,142,925</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,142,925</u>

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 15 - SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF WEST SACRAMENTO (Continued)

Long-term Liabilities: The following is a summary of changes in the Successor Agency's long-term liabilities for the year ended June 30, 2018:

	Balance at July 1, 2017	Incurred	Retired	Balance at June 30, 2018	Due Within One Year
Revenue Bonds:					
2007 Revenue Bonds, Taxable Series B 5.00%-5.50%, due 09/01/2018	\$ 3,055,000	\$ -	\$ (1,485,000)	\$ 1,570,000	\$ 1,570,000
Tax Allocation Bonds:					
2004 Tax Allocation Bonds, Series B 4.29%-5.65%, due 09/01/2020	2,025,000	-	(640,000)	1,385,000	675,000
2014 Tax Allocation Refunding Bonds 3.91%, due 09/01/2029	52,764,090	-	(2,603,184)	50,160,906	2,720,732
2014 Subordinate Tax Allocation Refunding Bonds 5.25%, due 09/01/2035	8,751,544	-	(17,494)	8,734,050	18,248
2016 Subordinate Tax Allocation Refunding Bonds 3.0%-5.0%, due 09/01/2036	20,705,000	-	-	20,705,000	-
	<u>87,300,634</u>	-	<u>(4,745,678)</u>	<u>82,554,956</u>	<u>4,983,980</u>
Notes Payable:					
Cemex 4%, due 10/01/2023	1,673,544	-	(124,105)	1,549,439	129,069
Unamortized bond (premiums)/discounts	<u>3,433,512</u>	-	<u>(170,089)</u>	<u>3,263,423</u>	-
Total Debt, Net	92,407,690	<u>\$ -</u>	<u>\$ (5,039,872)</u>	87,367,818	<u>\$ 5,113,049</u>
Less: Due within one year	<u>(4,869,783)</u>			<u>(5,113,049)</u>	
Due in more than one year	<u>\$ 87,537,907</u>			<u>\$ 82,254,769</u>	

2004 Tax Allocation Revenue Bonds, Taxable Series B:

(California Redevelopment Agency Pools) On December 1, 2004, the Redevelopment Agency signed an agreement to participate with two other redevelopment agencies and the Association of Bay Area Governments (the Association) to receive \$7,705,000 of the proceeds of the Association's 2004 Tax Allocation Revenue Bonds, Series B to provide moneys to purchase tax allocation bonds issued by the Redevelopment Agency to finance various redevelopment capital projects within, or of benefit to the Project Area. The bonds are secured by a pledge of the Redevelopment Agency's tax increment revenue. The Agency is required to collect tax increment revenue equal to 125% of the debt service payments on this issuance and all other parity debt payable from the Agency's tax increment revenue. Principal payments of \$365,000 to \$710,000 are due annually on September 1 through 2020. Interest payments of \$19,028 to \$192,071 are due semiannually on March 1 and September 1, through September 1, 2019. Interest rates range from 4.29% to 5.65%.

2007 Revenue Bonds, Series A & B:

On November 7, 2007, the Redevelopment Agency signed an agreement to participate with two other redevelopment agencies and the Association of Bay Area Governments (the Association) to receive \$22,830,000 and \$13,455,000 to finance redevelopment projects of benefit to the City's redevelopment project area. The bonds are special obligations of the issuer payable from and secured by an irrevocable pledge of property tax revenues. See below for a summary of future principal and interest payments to be made on this and other Agency debt as well as tax revenues recognized and principal and interest payments made during the year.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 15 - SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF WEST SACRAMENTO (Continued)

The Series A debt was refunded in the current fiscal year by the 2016 Subordinate Tax Allocation Refunding Bonds. For the Series B principal payments of \$940,000 to \$1,570,000 are due annually on September 1 through 2019. Interest payments of \$43,175 to \$357,037 are due semiannually on March 1 and September 1 through September 1, 2018. Interest rates range from 5.0% to 5.5%.

2014 Tax Allocation Refunding Bonds:

On January 15, 2014, \$58,766,588 in 2014 Tax Allocation Refunding Bonds were issued by the Successor to the Redevelopment Agency to refund the 1998 Tax Allocation Bonds maturing on or after September 1, 2015, and the portion of the 2004 Tax Allocation Revenue Bonds, Series A maturing on or before September 1, 2029. The bonds are secured by a lien on tax revenues. Principal payments of \$1,058,994 to \$5,414,106 are due annually on September 1 through 2029. Interest payments of \$105,846 to \$1,148,887 are due semiannually on March 1 and September 1 through September 1, 2029. Interest rate is 3.91%.

2014 Subordinate Tax Allocation Refunding Bonds:

On September 30, 2014, \$8,813,730 in 2014 Subordinate Tax Allocation Refunding Bonds were issued by the Successor Agency to refund the remaining 2004 Series A Tax Allocation Revenue Bonds maturing after September 1, 2029. The bonds are secured by a lien on Successor Agency tax revenues, which is subordinate to the lien on tax revenues that secure Senior Obligations, as defined. Principal payments of \$16,771 to \$1,562,456 are due annually on September 1, 2015 through 2035. Interest payments of \$33,671 to \$189,936 are due semiannually on March 1 and September 1 through September 1, 2035. Interest rate is 5.25%.

2016 Subordinate Tax Allocation Refunding Bonds:

On July 7, 2016, \$20,705,000 in 2016 Subordinate Tax Allocation Refunding Bonds were issued by the Successor Agency to refund the 2007 Series A Revenue Bonds. The bonds are secured by a lien on Successor Agency tax revenues, which is subordinate to the lien on tax revenues that secure Senior Obligations, as defined. Principal payments of \$755,000 to \$1,620,000 are due annually on September 1, 2019 through 2036. Interest payments of \$24,300 to \$456,125 are due semiannually on March 1 and September 1 through 2036. Interest rates range from 3.0% to 5.0%.

With the dissolution of the Redevelopment Agency discussed above, Tax Increment is no longer distributed and housing set-aside amounts are no longer required, and instead the Successor Agency receives payments from the County's Redevelopment Property Tax Trust Fund (RPTTF) that are to be used to fund debt service on the Bonds, with no distinction between housing and non-housing revenues. The Agency has pledged future tax revenues to repay all of the Agency's Revenue and Tax Allocation Bonds through 2036. The Agency's total principal and interest remaining to be paid on all Revenue and Tax Allocation Bonds combined was \$111,059,790 at June 30, 2018. The Agency's principal and interest paid during the current year for all Revenue and Tax Allocation Bonds combined was \$8,265,501 during the year ended June 30, 2018.

(Continued)

CITY OF WEST SACRAMENTO
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 For the year ended June 30, 2018

NOTE 15 - SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF WEST SACRAMENTO (Continued)

The pledged revenues reported above represents tax revenues deposited into the Redevelopment Property Tax Trust Fund administered by the County of Yolo Auditor-Controller's Office, less property tax administration fees and tax sharing payments made to other local agencies as required under Community Redevelopment Law (net pledged tax increment revenues). A portion of the net pledged tax increment revenues are made available to the Agency under the ROPS process described in Note 15. below. The net pledged tax increment revenues reported above are not intended to represent the amount received by the Agency and reported in the Successor Agency Private-Purpose Trust Fund. Although the Agency does not receive all of the net pledged tax increment revenues, additional revenues would be available to the Agency in the future if necessary to make debt service payments.

Notes Payable:

On July 12, 2006, the Redevelopment Agency entered into an agreement with RMC Pacific Materials, Inc. to relocate and relinquish the right to receive rail service at the Cemex cement plant located at 1501 South River Road in exchange for 20 annual payments of \$191,054 beginning November 7, 2009. The payments include interest imputed at 4%. Debt service requirements as of June 30, 2018 were as follows:

Year Ending June 30:	Bonds		Notes Payable	
	Principal	Interest	Principal	Interest
2019	\$ 4,983,980	\$ 3,295,716	\$ 129,069	\$ 61,985
2020	4,350,735	3,090,286	134,232	56,822
2021	4,495,769	2,911,418	139,601	51,453
2022	4,671,140	2,727,329	145,185	45,869
2023	4,872,196	2,531,543	150,993	40,061
2024-2028	27,621,065	9,417,566	850,359	104,732
2029-2033	20,899,007	3,826,637	-	-
Thereafter	10,661,064	704,339	-	-
	<u>\$ 82,554,956</u>	<u>\$ 28,504,834</u>	<u>\$ 1,549,439</u>	<u>\$ 360,922</u>

Commitments and Contingencies:

State Approval of Enforceable Obligations - The Successor Agency prepares a Recognized Obligation Payment Schedule (ROPS) semiannually that contains all proposed expenditures for the subsequent six-month period. The ROPS is subject to the review and approval of the Oversight Board as well as the State Department of Finance. The amount, if any, of current obligations that may be denied by the State Department of Finance cannot be determined at this time. The City expects such amounts, if any, to be immaterial.

State Asset Transfer Review - Pursuant to Health and Safety code section 34167.5, the activities of the former Redevelopment Agency and the Successor Agency were subject to further examination by the State of California and the amount, if any, of expenditures which may be disallowed by the State cannot be determined at this time. In November 2012, the State Controller's Office completed the Asset Transfer Review for the period of January 1, 2011 through January 31, 2012. The State concluded that the City of West Sacramento did not need to reverse any transfer of assets.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 15 - SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF WEST SACRAMENTO (Continued)

Long Range Property Management Plan - Health and Safety Code 34191.5 (b) required that the Successor Agency, upon receipt of a Finding of Completion, prepare a Long Range Property Management Plan (LRPMP) to address the disposition and use of the 12 remaining real properties of the former redevelopment agency. The Oversight Board approved the LRPMP on October 23, 2013.

Pledged Revenue - In addition to the pledge of revenues for all Bonds described above, the former Redevelopment Agency pledged certain revenues for the payment of debt service on bonds issued by Community Facilities District No. 12 (Raley's Field), which is reported as an agency fund in the City's financial statements. As stated in Note 8, the bond is a special assessment bond and the City and Successor Agency are in no way liable for repayment of this Bond. Beginning in 2000, the former Redevelopment Agency agreed to pay an amount equal to \$189,057, less the amount of special taxes levied during each year through 2029. In addition, beginning in 2002, the Redevelopment Agency agreed to pay \$224,000 through 2029. This amount will be increased or decreased by the percentage change in assessed valuation of property within CFD No. 12 from the prior year's valuation. The revenue is now collected by the Successor Agency Private Purpose Trust Fund and the pledge of revenues has been assumed by the Successor Agency. The amount of revenue collected for the year ended June 30, 2018 totaled \$10,172,885.

Potential Contamination - The Successor Agency identified a property known as the Tower Court property that is potentially contaminated and may need remediation. The property, formerly the site of an auto repair shop, was identified as having elevated lead concentrations in the soil. An Environmental Oversight Agreement exists between the Successor Agency and the California Department of Toxic Substances Control to coordinate to clean up the site prior to development. The potential remediation costs for the site are currently under investigation.

Tax Abatement: The Successor Agency has two agreements approved by the Successor Agency Board of Directors to rebate tax increment revenues collected on to two properties developed by two private entities. The agreement provided an incentive to make the improvements necessary to develop Raley's Field, a minor league baseball park, and a corporate headquarters of a local company. The tax increment is collected by the Successor Agency and returned to the entities under the agreement.

One agreement ends May 6, 2037 and requires 100% of the tax increment collected on the related property to be rebated semi-annually and the second agreement is effective for the term of the special tax bonds for CFD 12 used to build Raley's Field that is payable through the fiscal year ending September 1, 2029 in the amount of the debt service payments that is paid within 10 days of the debt service payments being made. The agreement resulted in payments of \$1,359,378 being made by the Successor Agency during the year ended June 30, 2018. The City receives approximately 47% of the tax increment revenue distributed by the Successor Agency each year, which results in a loss of tax revenues by the City of approximately 47% of the payments above.

NOTE 16 - SERVICE CONCESSION ARRANGEMENT

Port Operating Agreement: Effective July 1, 2013, the Port executed a Master Lease and Terminal Operations Management Agreement (the Agreement) with SSA Pacific (SSA) for the Port's North Terminal developed maritime facilities. Control of the Port's real estate operations and related real estate lease agreements were retained by the Port. Under the Agreement, the wharfage and dockage revenue is retained by SSA and SSA is responsible for all operating and maintenance costs of the leased facilities. Agreements with outside parties related to operating the leased facilities were assigned to SSA. The Port was responsible for payment of one-half of the cost of perimeter fencing around the leased facilities as well as insurance and maintenance costs under the Agreement.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 16 - SERVICE CONCESSION ARRANGEMENT (Continued)

The Port is entitled to receive \$650,000 per year in rent for five years plus 25% of the SSA's wharfage and dockage revenues exceeding \$2 million under the Agreement. The rent is due on a monthly basis on the first day of each month and is subject to yearly increases of 1%. SSA agreed forgive \$900,000 in Port debt related to previous improvements to the maritime facilities, and to purchase the Port's PM10 air credits for \$50,000 under the Agreement. The Agreement may be extended for three additional five-year periods, including one five-year period at the option of SSA, assuming SSA is not in default, and two five-year periods upon the mutual consent of the Port and SSA. The Port has also agreed to consider the value of any significant capital investments by SSA in the leased facilities when making the decision whether to further extend the agreement with SSA, but in no case will the term of the agreement exceed fifty years.

The City accrued the net present value of the lease payments of \$2,317,895 and the present value of the estimated operating and the maintenance expenses the Port is required to incur under the agreement of \$1,064,322 at June 30, 2018 and recorded deferred inflows of resources for the net difference between these two amounts under GASB Statement No. 60, Accounting and Financial Reporting for Service Concession Arrangements. The City determined the most likely lease term was ten years and used the lease revenue and operating and maintenance expenses through June 30, 2023 in this transaction. The deferred inflows of resources are also being amortized over the same ten-year period and the net difference in the principal portion of the cash received for lease payments and cash paid for operating and maintenance expenses is trued-up through the deferred inflows of resources each year and amortized over the remaining portion of the ten-year period. Unamortized deferred inflows of resources under the agreement at June 30, 2018 were \$1,167,561. SSA must return the facilities to the Port at the end of the agreement, so the Port will not depreciate the facilities under the lease and will record any capital additions made by SSA during the lease term according to *GASB Statement No. 60*.

NOTE 17 - SUBSEQUENT EVENTS

In preparing these financial statements, the City has evaluated events and transactions for potential recognition or disclosure through March 14, 2019, the date the financial statements were available to be issued.

NOTE 18 - NEW PRONOUNCEMENTS

The following pronouncement has been implemented this fiscal year.

GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions. The provisions of this Statement are effective for periods beginning after June 15, 2017. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions (other postemployment benefits or OPEB). It also improves information provided by state and local governmental employers about financial support for OPEB that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for all postemployment benefits (pensions and OPEB) with regard to providing decision-useful information, supporting assessments of accountability and interperiod equity, and creating additional transparency.

The City also adopted *GASB Statement No. 82 Pension Issues*, *GASB Statement No. 85 Omnibus 2017* and *GASB Statement No. 86 Certain Debt Extinguishments Issues* during the fiscal year ended June 30, 2018, however, the adoption of these statements did not have a significant on the City.

(Continued)

CITY OF WEST SACRAMENTO
NOTES TO THE BASIC FINANCIAL STATEMENTS
For the year ended June 30, 2018

NOTE 18 - NEW PRONOUNCEMENTS (Continued)

GASB has issued the following statements which may impact the City's financial reporting requirements in the future:

GASB Statement No. 83, *Certain Asset Retirement Obligations*, issued November 2016. The provisions of this Statement are effective for periods beginning after June 15, 2018.

GASB Statement No. 84, *Fiduciary Activities*, issued January 2017. The provisions of this Statement are effective for the periods beginning after December 15, 2018.

GASB Statement No. 87, *Leases*, issued June 2017. The provisions of this Statement are effective for periods beginning after December 15, 2019.

GASB Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, issued March 2018. The provisions of this Statement are effective for reporting periods beginning after June 15, 2018.

GASB Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, issued June 2018. The provisions of this Statement are effective for reporting periods beginning after December 15, 2019.

GASB Statement No. 90, *Majority Equity Interests—an amendment of GASB Statements No. 14 and No. 61*, issued September 2018. The provisions of this Statement are effective for reporting periods beginning after December 15, 2018.

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REQUIRED SUPPLEMENTARY INFORMATION

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CITY OF WEST SACRAMENTO
SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY
AND RELATED RATIOS - MISCELLANEOUS PLAN (UNAUDITED)
LAST TEN YEARS
June 30, 2018

	2018	2017	2016	2015
Total Pension Liability:				
Service cost	\$ 2,954,295	\$ 2,674,614	\$ 2,556,177	\$ 2,590,467
Interest on total pension liability	8,452,381	8,066,337	7,653,951	7,272,888
Changes in benefits	-	-	-	-
Differences between expected and actual experience	(792,573)	(795,717)	(1,118,053)	-
Changes in assumptions	7,203,552	-	(1,969,754)	-
Benefit payments, including refunds of employee contributions	(4,670,394)	(4,367,508)	(3,798,428)	(3,558,794)
Net change in total pension liability	13,147,261	5,577,726	3,323,893	6,304,561
Total pension liability - beginning	112,662,195	107,084,469	103,760,576	97,456,015
Total pension liability - ending (a)	<u>\$ 125,809,456</u>	<u>\$ 112,662,195</u>	<u>\$ 107,084,469</u>	<u>\$ 103,760,576</u>
Plan fiduciary net position:				
Contributions - employer	\$ 3,219,379	\$ 3,052,035	\$ 2,795,566	\$ 2,491,490
Contributions - employee	1,279,199	1,261,639	1,228,203	1,284,689
Net investment income	8,804,045	415,371	1,744,308	11,269,598
Benefit payments	(4,670,394)	(4,367,508)	(87,310)	-
Administrative expenses and other	(115,683)	(47,561)	(3,798,428)	(3,558,794)
Net change in plan fiduciary net position	8,516,546	313,976	1,882,339	11,486,983
Plan fiduciary net position - beginning	78,353,315	78,039,339	76,157,000	64,670,017
Plan fiduciary net position - ending (b)	<u>\$ 86,869,861</u>	<u>\$ 78,353,315</u>	<u>\$ 78,039,339</u>	<u>\$ 76,157,000</u>
Net pension liability - ending (a)-(b)	<u>\$ 38,939,595</u>	<u>\$ 34,308,880</u>	<u>\$ 29,045,130</u>	<u>\$ 27,603,576</u>
Plan fiduciary net position as a percentage of the total pension liability	69.05%	69.55%	72.88%	73.40%
Covered payroll, measurement period	\$ 17,332,326	\$ 16,668,162	\$ 15,645,379	\$ 15,564,905
Net pension liability as percentage of covered payroll	224.66%	205.83%	185.65%	177.34%
<u>Notes to Schedule</u>				
Valuation date:	June 30, 2016	June 30, 2015	June 30, 2014	June 30, 2013
Measurement date:	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014

Benefit changes: There were no changes in benefits.

Changes in assumptions: The discount rate was changed to 7.15% from 7.65% in the June 30, 2017 valuation.

Omitted years: GASB Statement No. 68 was implemented during the year ended June 30, 2015. No information was available prior to this date. This schedule is intended to present ten years of information and additional years will be added prospectively as they become available.

(Continued)

CITY OF WEST SACRAMENTO
SCHEDULE OF CONTRIBUTIONS TO THE PENSION PLAN
MISCELLANEOUS PLAN (UNAUDITED)
LAST TEN YEARS
June 30, 2018

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Actuarially determined contribution, employer's fiscal year	\$ 3,389,260	\$ 3,219,379	\$ 3,249,114	\$ 2,881,871
Contributions in relation to the actuarially determined contributions	<u>(3,389,260)</u>	<u>(3,219,379)</u>	<u>(3,249,114)</u>	<u>(2,881,871)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll, employer's fiscal year	\$ 17,161,678	\$ 16,772,692	\$ 16,668,162	\$15,645,379
Contributions as a percentage of covered payroll	18.76%	19.19%	19.49%	18.42%
Notes to Schedule:				
Valuation date	June 30, 2016	June 30, 2015	June 30, 2014	June 30, 2013
Measurement date	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Benefit changes:	There were no changes in benefits.			
Changes in assumptions:	There were no changes in assumptions.			
Methods and assumptions used to determine contribution rates:				
Actuarial cost method	Entry age normal cost method			
Amortization method	Level percentage of payroll			
Remaining amortization period	Varies by plan, not more than 30 years.			
Inflation	2.75%			
Salary increases	Varies depending on entry age and service			
Investment rate of return	7.15%, net of administrative expenses; includes inflation.			
Retirement age	Probabilities of retirement are based on the 2014 CalPERS Experience Study for the period 1997 to 2007.			
Mortality	Based on 2014 CalPERS Experience Study for the period 1997 to 2007.			

The investment rate of return used at the valuation date to determine contribution rates was 7.15%, which is different than the investment rate of return used in the rollover of the valuation to the June 30, 2016 measurement date.

Omitted years: GASB Statement No. 68 was implemented during the year ended June 30, 2015. No information was available prior to this date. This schedule is intended to present ten years of information and additional years will be added prospectively as it becomes available.

CITY OF WEST SACRAMENTO
SCHEDULE OF THE PROPORTIONATE SHARE OF THE
NET PENSION LIABILITY - PUBLIC SAFETY PLAN (UNAUDITED)
LAST TEN YEARS
June 30, 2018

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Proportion of the net pension liability	0.69155%	0.69312%	0.67312%	0.63392%
Proportionate share of the net pension liability	\$ 41,321,437	\$ 35,897,922	\$ 27,735,405	\$ 23,778,013
Covered payroll, measurement period	\$ 12,460,506	\$ 12,302,810	\$ 11,735,360	\$ 12,111,651
Proportionate share of the net pension liability as a percentage of covered payroll	331.62%	291.79%	236.34%	196.32%
Plan fiduciary net position	\$101,583,139	\$103,406,766	\$103,812,721	\$104,189,162
Plan fiduciary net position as a percentage of the total pension liability	71.77%	74.23%	78.92%	81.42%
Notes to Schedule:				
Valuation date	June 30, 2016	June 30, 2015	June 30, 2014	June 30, 2013
Measurement date	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014

Benefit changes: There were no changes to benefit terms.

Changes in assumptions: The discount rate was changed to 7.15% from 7.65% in the June 30, 2017 valuation.

Omitted years: GASB Statement No. 68 was implemented during the year ended June 30, 2015. No information was available prior to this date. This schedule is intended to present ten years of information and additional years will be added prospectively as they become available.

CITY OF WEST SACRAMENTO
SCHEDULE OF CONTRIBUTIONS TO THE PENSION PLAN
PUBLIC SAFETY PLAN (UNAUDITED)
LAST TEN YEARS
June 30, 2018

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution, employer's fiscal year	\$ 3,789,158	\$ 3,413,718	\$ 3,132,597	\$ 2,945,130
Contributions in relation to the actuarially determined contributions	<u>(3,789,158)</u>	<u>(3,413,718)</u>	<u>(3,132,597)</u>	<u>(2,945,130)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered - employee payroll, employer's fiscal year	\$ 12,694,293	\$ 12,746,347	\$ 12,302,810	\$11,735,360
Contributions as a percentage of covered - employee payroll	29.85%	26.78%	25.46%	25.10%
Notes to Schedule:				
Valuation date	June 30, 2016	June 30, 2015	June 30, 2014	June 30, 2013
Measurement date	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Benefit changes:	There were no changes in benefits.			
Changes in assumptions:	There were no changes in assumptions.			
Methods and assumptions used to determine contribution rates:				
Actuarial cost method	Entry age normal cost method			
Amortization method	Level percentage of payroll			
Remaining amortization period	Varies by plan, not more than 30 years.			
Inflation	2.75%			
Salary increases	Varies depending on entry age and service			
Investment rate of return	7.15%, net of administrative expenses; includes inflation.			
Retirement age	Probabilities of retirement are based on the 2014 CalPERS Experience Study for the period 1997 to 2007.			
Mortality	Based on 2014 CalPERS Experience Study for the period 1997 to 2007.			

Omitted years: GASB Statement No. 68 was implemented during the year ended June 30, 2015. No information was available prior to this date. This schedule is intended to present ten years of information and additional years will be added prospectively as it becomes available.

CITY OF WEST SACRAMENTO
SCHEDULE OF CHANGES IN THE NET
OTHER POSTEMPLOYMENT BENEFITS LIABILITY (UNAUDITED)
June 30, 2018

	<u>2018</u>
Total OPEB liability	
Service costs	\$ 1,130,527
Interest	2,186,281
Benefit payments	<u>(1,404,450)</u>
Net change in total OPEB liability	1,912,358
Total OPEB liability, beginning of year	<u>29,590,689</u>
Total OPEB liability, end of year (a)	<u>\$ 31,503,047</u>
Plan fiduciary net position	
Net investment income	\$ 1,623,962
Contributions - employer	2,151,000
Benefit payments	(1,404,450)
Administrative expense	<u>(7,905)</u>
Net change in plan fiduciary net position	2,362,607
Plan fiduciary net position, beginning of year	<u>15,382,335</u>
Plan fiduciary net position, end of year (a)	<u>\$ 17,744,942</u>
Net OPEB liability, end of year	<u>\$ 13,758,105</u>
Covered employee payroll	\$ 26,329,910
Plan fiduciary net position as a percentage of covered-employee payroll	67.39%
Net OPEB liability as a percentage of covered-employee payroll	52.25%

(a) This is a 10 year schedule, however the information in this schedule is not required to be presented retrospectively. The amounts presented for each fiscal year were determined as of the yearend that occurred one year prior. All years prior to 2018 are not available.

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SUPPLEMENTARY INFORMATION

NON-MAJOR SPECIAL REVENUE GOVERNMENTAL FUNDS

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The non-major special revenue funds of the City are outlined as follows:

Landscaping and Street Lighting Fund - to account for revenues and the associated expenditures of fees levied on property owners of the City which are specifically restricted to landscaping, street lighting and maintenance.

Hazardous Materials Fund - to account for revenues and the associated expenditures of fees collected specifically for the inspection and enforcement of hazardous materials storage.

Transit Fund - to account for revenues and the associated expenditures of Transportation Development Act funds, which are restricted for public transit services or streets and roads projects.

Technology Impact Fee Fund - To account for revenues and the associated expenditures of technology impact fees specifically restricted for acquisition and improvement of technology for the City.

Storm Water Maintenance District Fund - to account for revenues and the associated expenditures of fees levied on property owners of the City, which are specifically restricted to the maintenance of pumps to control storm water runoff.

Cable Fund - to account for revenues and the associated expenditures of franchise fees, received from cable television franchises, which are specifically restricted to activities for educational and governmental use.

Special Purpose Fund - to account for revenues and the associated expenditures of various minor programs specifically restricted for community programs, traffic regulation, and disaster reimbursements.

Public Safety Fund - to account for revenues and the associated expenditures of various minor grants specifically restricted for public safety.

Public Art Fund - to account for the revenues and expenditures associated with the public art projects in the City.

Road Fund - to account for revenues and expenditures of appropriated gas tax, which are specifically restricted for the construction and maintenance of streets.

Improvements Fund:

General Equipment Improvements Fund - to account for revenues and the associated expenditures of funds restricted to acquiring equipment.

Tree Mitigation Improvements Fund - to account for revenues and associated expenditures of tree mitigation fees restricted to replace trees destroyed by development activities.

Public Works Support Services Fund - to account for revenues and the associated expenditures for the activities of the Public Works Administration and Equipment Maintenance.

Public Works Engineering Support Services Fund - to account for revenues and the associated expenditures for the activities of the Public Works Engineering division.

NON-MAJOR SPECIAL REVENUE GOVERNMENTAL FUNDS (Continued)

Community Development Support Services Fund - to account for the revenues and the associated expenditures of the Department of Community Development, consisting of planning, engineering, and building inspection.

Flood Program Support Fund - to account for the revenues and the associated expenditures of flood administration and management activities.

Economic Development Fund - The Economic Development Fund accounts for the revenues and expenditures associated with recruitment to the city of targeted industries and the retention and expansion of West Sacramento businesses.

RD811 Maintenance Fund - to account for the revenues and the associated expenditures of maintenance programs within Reclamation District 811.

Parking Improvement Fund - to account for the revenues and the associated expenditures of parking improvements within the City.

Bridge District IFD Fund - to account for the revenues and the associated expenditures of the Infrastructure Financing District established to fund improvements in the Bridge District.

Enhanced IFD Fund - to account for the revenues and the associated expenditures of the Infrastructure Financing District established to fund a portion of the cost of developing public facilities that will support new investment and redevelopment throughout the City.

NON-MAJOR DEBT SERVICE FUNDS

The debt service funds are used to account for the accumulation of resources for, and payment of, general long-term debt principal and interest. The non-major debt service funds of the City are outlined as follows:

2011 Lease Revenue Bond Fund - to account for the accumulation of resources and payment of revenue bond principal and interest for an administrative facility.

2012 Pension Obligation Bonds Fund - to account for the refunding of the CALPERs side fund obligation related to the Police Safety plan and Fire Safety Plan. Annual debt service for the bond will be paid from this fund.

2012 Refunding Lease Revenue Refund Bonds Fund - to account for the refinancing of the 1997 City Hall Lease Revenue Bond and lower the annual debt service payment. Annual debt service for this obligation will be paid from this fund.

General Equipment Lease Fund - to account for expenditures related to the streetlight improvement project changing the current streetlights with high energy efficient LED lights. This project is funded from the loan proceeds received from PNC Financial Capital. The Accela lease was also added to this fund to account for expenditures related to the online permit system, Accela, from the loan proceeds received from U.S Bank Trust.

NON-MAJOR CAPITAL PROJECTS FUNDS (Continued)

The capital projects funds are used to account for financial resources used for the acquisition or construction of major capital facilities. The non-major capital projects funds of the City are as follows:

Traffic Improvement Fund - to account for the construction of traffic improvements.

Park Improvement Fund - to account for revenues and the associated expenditures of the park impact fees specifically restricted for park acquisitions, construction and improvements.

Underground Improvements Fund - to account acquisition and construction of underground improvements.

General Facilities Improvements Fund - to account for revenues and the associated expenditures of funds specifically restricted to finance building and improvements associated with general municipal services.

Police Facility Impact Fees Fund - to account for revenues and the associated expenditures of the police impact fees specifically restricted acquisition and construction of police facilities.

Fire Facility Impact Fees Fund - to account for revenues and the associated expenditures of the fire impact fees specifically restricted acquisition and construction of fire facilities.

Childcare Impact Fees Fund - to account for revenues and the associated expenditures of the childcare impact fees specifically restricted acquisition and construction of childcare facilities.

City Hall Impact Fees Fund - to account for revenues and the associated expenditures of the City Hall impact fees specifically restricted acquisition and construction of City Hall.

Drainage Impact Fees Fund - to account for revenues and the associated expenditures of the storm drain impact fees specifically restricted for drain enhancement and maintenance projects.

Corporate Yard Impact Fees Fund - to account for revenues and the associated expenditures of the corporate yard impact fees specifically restricted acquisition and construction of the corporate yard.

Senior Center Construction Fund - to account for the acquisition and construction of a senior center.

Triangle/Bridge District Project Capital Projects Fund - to account for the construction of the infra-structure in the Bridge District.

Southport Mello-Roos Fund - to account for the acquisition and construction of improvements within the Southport Mello-Roos District from developer impact fees.

Flood Protection In Lieu Fund -to account for revenues and associated expenditures of flood protection fees restricted to finance the maintenance and construction of levee and storm drain in the City.

Bridge District Fund - to account for revenues and expenditures related to the infrastructure improvements in the Bridge District area of the City. The City received \$23.0 million in Proposition 1C grant and formed a Community Facilities District No. 27 to fund the backbone infrastructure improvements.

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CITY OF WEST SACRAMENTO
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
June 30, 2018

	Special Revenue Funds			
	Landscaping and Street Lighting Fund	Hazardous Materials Fund	Transit Fund	Technology Impact Fee Fund
ASSETS				
Cash and investments	\$ 6,236,610	\$ 122,814	\$ 13,327	\$ 172,978
Receivables:				
Accounts receivable and other assets	16,496	(50)	-	-
Interest receivable	-	-	-	-
Notes receivable, net	-	-	-	-
Grants receivable	-	-	-	-
Prepaid expenditures	-	-	-	-
Prepaid lease	-	-	-	-
Due from other governments	161,850	-	5,382,773	-
Advances to other funds	-	-	-	-
Restricted assets:				
Cash and investments with fiscal agents	-	-	-	-
Total assets	<u>\$ 6,414,956</u>	<u>\$ 122,764</u>	<u>\$ 5,396,100</u>	<u>\$ 172,978</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND AND FUND BALANCES				
Accounts payable	\$ 52,847	\$ 2,676	\$ 5,507	\$ -
Salaries and benefits payable	1,133	6,234	-	-
Due to other governments	-	-	-	-
Refundable deposits	-	-	-	-
Unearned revenue	-	-	-	-
Advances from other funds	-	-	-	-
Total liabilities	<u>53,980</u>	<u>8,910</u>	<u>5,507</u>	<u>-</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenues	-	-	5,382,773	-
Total deferred inflows of resources	<u>-</u>	<u>-</u>	<u>5,382,773</u>	<u>-</u>
FUND BALANCES (DEFICITS)				
Fund balances:				
Nonspendable	-	-	-	-
Restricted	6,360,976	113,854	7,820	172,978
Committed	-	-	-	-
Unassigned	-	-	-	-
Total Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Balances (deficits)	<u>6,360,976</u>	<u>113,854</u>	<u>7,820</u>	<u>172,978</u>
Total Liabilities, deferred inflows of resources and fund balances	<u>\$ 6,414,956</u>	<u>\$ 122,764</u>	<u>\$ 5,396,100</u>	<u>\$ 172,978</u>

Storm Water Maintenance District Fund	Cable Fund	Special Purpose Fund	Public Safety Fund	Public Art Fund	Road Fund	General Equipment Improvements Fund	Tree Mitigation Improvements Fund
\$ 26,015	\$ 493,588	\$ 1,065,382	\$ 662,364	\$ 61,378	\$ 584,013	\$ 7,354,432	\$ 85,345
-	81,268	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	278,339	129,054	-	-	-	-
-	-	-	1,255	-	772	-	-
-	-	-	-	-	-	-	-
609	-	145,729	54,655	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>\$ 26,624</u>	<u>\$ 574,856</u>	<u>\$ 1,489,450</u>	<u>\$ 847,328</u>	<u>\$ 61,378</u>	<u>\$ 584,785</u>	<u>\$ 7,354,432</u>	<u>\$ 85,345</u>
\$ 23,464	\$ 1,750	\$ 52,247	\$ 12,292	\$ -	\$ 13,985	\$ 124,353	\$ 10
3,160	-	11,131	10,560	-	7,522	-	10,847
-	-	85,397	-	-	1,932	-	-
-	-	-	-	-	-	-	-
-	-	50,115	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>26,624</u>	<u>1,750</u>	<u>198,890</u>	<u>22,852</u>	<u>-</u>	<u>23,439</u>	<u>124,353</u>	<u>10,857</u>
-	-	-	104,070	-	-	-	-
-	-	-	104,070	-	-	-	-
-	-	-	1,255	-	772	-	-
-	573,106	-	-	61,378	560,574	-	74,488
-	-	1,290,560	719,151	-	-	7,230,079	-
-	-	-	-	-	-	-	-
-	573,106	1,290,560	720,406	61,378	561,346	7,230,079	74,488
<u>\$ 26,624</u>	<u>\$ 574,856</u>	<u>\$ 1,489,450</u>	<u>\$ 847,328</u>	<u>\$ 61,378</u>	<u>\$ 584,785</u>	<u>\$ 7,354,432</u>	<u>\$ 85,345</u>

(Continued)

CITY OF WEST SACRAMENTO
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
June 30, 2018

	Special Revenue Funds			
	Public Works Support Services Fund	Public Works Engineering Support Services Fund	Community Development Support Services Fund	Planning Division Fund
ASSETS				
Cash and investments	\$ 332,395	\$ 438,694	\$ 777,857	\$ 25,762
Receivables:				
Accounts receivable and other assets	62	71,529	63,362	-
Interest receivable	-	-	-	-
Notes receivable, net	-	-	-	-
Grants receivable	-	-	-	-
Prepaid expenditures	310	401	958	67
Prepaid lease	-	-	-	-
Due from other governments	995	-	-	69,074
Advances to other funds	-	-	-	-
Restricted assets:				
Cash and investments with fiscal agents	-	-	-	-
Total assets	<u>\$ 333,762</u>	<u>\$ 510,624</u>	<u>\$ 842,177</u>	<u>\$ 94,903</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND AND FUND BALANCES				
Accounts payable	\$ 11,893	\$ 19,805	\$ 98,021	\$ 21,267
Salaries and benefits payable	21,554	55,730	23,009	8,694
Due to other governments	-	-	6,447	-
Refundable deposits	-	-	1,438	-
Unearned revenue	-	505,370	161,544	64,942
Advances from other funds	-	-	-	-
Total liabilities	<u>33,447</u>	<u>580,905</u>	<u>290,459</u>	<u>94,903</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenues	-	-	-	-
Total deferred inflows of resources	-	-	-	-
FUND BALANCES (DEFICITS)				
Fund balances:				
Nonspendable	310	401	958	67
Restricted	300,005	-	550,760	-
Committed	-	-	-	-
Unassigned	-	(70,682)	-	(67)
Total Fund Balances (deficits)	<u>300,315</u>	<u>(70,281)</u>	<u>551,718</u>	<u>-</u>
Total Liabilities, deferred inflows of resources and fund balances	<u>\$ 333,762</u>	<u>\$ 510,624</u>	<u>\$ 842,177</u>	<u>\$ 94,903</u>

							Debt Service Funds
Flood Program Support Fund	Economic Development Fund	RD811 Maintenance Fund	Parking Improvement Fund	Bridge District IFD Fund	Enhanced IFD Fund	Total Special Revenue Funds	2011 Lease Revenue Bond Fund
\$ 16,142	\$ 14,819	\$ 505,459	\$ 386,172	\$ 450,292	\$ 216,801	\$ 20,042,639	\$ 596,471
-	-	-	291	-	-	232,958	-
-	216	-	-	-	-	216	-
-	263,104	-	-	-	-	263,104	-
-	-	-	-	-	-	407,393	-
-	-	-	-	-	-	3,763	-
-	-	8,577	934	-	-	5,825,196	61,948
-	-	-	-	-	-	-	-
<u>16,142</u>	<u>278,139</u>	<u>514,036</u>	<u>387,397</u>	<u>450,292</u>	<u>216,801</u>	<u>26,775,269</u>	<u>658,419</u>
\$ 203	\$ -	\$ -	\$ 1,161	\$ -	\$ -	\$ 441,481	\$ -
15,939	-	-	-	-	-	175,513	-
-	-	-	1,042	-	-	94,818	-
-	-	-	-	-	-	1,438	-
-	-	-	-	-	-	781,971	-
<u>16,142</u>	<u>-</u>	<u>-</u>	<u>2,203</u>	<u>-</u>	<u>-</u>	<u>1,495,221</u>	<u>-</u>
-	-	8,577	-	-	-	5,495,420	-
-	-	8,577	-	-	-	5,495,420	-
-	263,104	-	-	-	-	266,867	-
-	15,035	505,459	385,194	450,292	216,801	10,348,720	658,419
-	-	-	-	-	-	9,239,790	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(70,749)</u>	<u>-</u>
<u>-</u>	<u>278,139</u>	<u>505,459</u>	<u>385,194</u>	<u>450,292</u>	<u>216,801</u>	<u>19,784,628</u>	<u>658,419</u>
<u>\$ 16,142</u>	<u>\$ 278,139</u>	<u>\$ 514,036</u>	<u>\$ 387,397</u>	<u>\$ 450,292</u>	<u>\$ 216,801</u>	<u>\$ 26,775,269</u>	<u>\$ 658,419</u>

(Continued)

CITY OF WEST SACRAMENTO
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
June 30, 2018

	Debt Service Funds			
	2012 Pension Obligation Bonds Fund	2012 Refunding Lease Revenue Bonds Fund	General Equipment Lease Fund	Total Debt Service Funds
ASSETS				
Cash and investments	\$ 27,144	\$ 951,248	\$ 170,239	\$ 1,745,102
Receivables:				
Accounts receivable and other assets	-	-	-	-
Interest receivable	-	-	-	-
Notes receivable, net	-	-	-	-
Grants receivable	-	-	-	-
Prepaid expenditures	-	-	-	-
Prepaid lease	-	-	-	-
Due from other governments	-	-	-	61,948
Advances to other funds	-	-	-	-
Restricted assets:				
Cash and investments with fiscal agents	<u>885,155</u>	<u>-</u>	<u>-</u>	<u>885,155</u>
 Total assets	 <u>\$ 912,299</u>	 <u>\$ 951,248</u>	 <u>\$ 170,239</u>	 <u>\$ 2,692,205</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND AND FUND BALANCES				
Accounts payable	\$ -	\$ -	\$ -	\$ -
Salaries and benefits payable	885,154	-	-	885,154
Due to other governments	-	-	-	-
Refundable deposits	-	-	-	-
Unearned revenue	-	-	-	-
Advances from other funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
 Total liabilities	 <u>885,154</u>	 <u>-</u>	 <u>-</u>	 <u>885,154</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total deferred inflows of resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES (DEFICITS)				
Fund balances:				
Nonspendable	-	-	-	-
Restricted	27,145	951,248	170,239	1,807,051
Committed	-	-	-	-
Unassigned	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Fund Balances (deficits)	<u>27,145</u>	<u>951,248</u>	<u>170,239</u>	<u>1,807,051</u>
 Total Liabilities, deferred inflows of resources and fund balances	 <u>\$ 912,299</u>	 <u>\$ 951,248</u>	 <u>\$ 170,239</u>	 <u>\$ 2,692,205</u>

Capital Projects Funds

Traffic Improvement Fund	Park Improvement Fund	Under-ground Improvements Fund	General Facilities Improvements Fund	Police Facility Impact Fees Fund	Fire Facility Impact Fees Fund	Childcare Impact Fees Fund	City Hall Impact Fees Fund
\$ 4,407,727	\$ 1,538,130	\$ 61,262	\$ 9,335,727	\$ 871,551	\$ 98,800	\$ 322,453	\$ 382,845
13,695	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
278,202	10,476	-	48,015	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	8,700,560	-	-	-	-
-	-	-	-	-	-	-	-
<u>\$ 4,699,624</u>	<u>\$ 1,548,606</u>	<u>\$ 61,262</u>	<u>\$ 18,084,302</u>	<u>\$ 871,551</u>	<u>\$ 98,800</u>	<u>\$ 322,453</u>	<u>\$ 382,845</u>
\$ 288,649	\$ 59,766	\$ -	\$ 71,283	\$ 68	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	-	50	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	4,480,000	-	-
<u>288,649</u>	<u>59,766</u>	<u>-</u>	<u>71,333</u>	<u>68</u>	<u>4,480,000</u>	<u>-</u>	<u>-</u>
<u>179,908</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>179,908</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
-	-	-	8,700,560	-	-	-	-
-	-	-	-	-	-	-	-
4,231,067	1,488,840	61,262	9,312,409	871,483	-	322,453	382,845
-	-	-	-	-	(4,381,200)	-	-
<u>4,231,067</u>	<u>1,488,840</u>	<u>61,262</u>	<u>18,012,969</u>	<u>871,483</u>	<u>(4,381,200)</u>	<u>322,453</u>	<u>382,845</u>
<u>\$ 4,699,624</u>	<u>\$ 1,548,606</u>	<u>\$ 61,262</u>	<u>\$ 18,084,302</u>	<u>\$ 871,551</u>	<u>\$ 98,800</u>	<u>\$ 322,453</u>	<u>\$ 382,845</u>

(Continued)

CITY OF WEST SACRAMENTO
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
June 30, 2018

	Capital Projects Funds			
	Drainage Impact Fees Fund	Corporate Yard Impact Fees Fund	Senior Center Construction Fund	Triangle/Bridge District Project Fund
ASSETS				
Cash and investments	\$ 579,295	\$ 1,380,549	\$ 276,461	\$ 2,855,784
Receivables:				
Accounts receivable and other assets	-	-	-	-
Interest receivable	-	-	-	-
Notes receivable, net	-	-	-	-
Grants receivable	-	-	-	66,077
Prepaid expenditures	-	-	-	-
Prepaid lease	-	-	-	2,100,000
Due from other governments	-	-	-	-
Advances to other funds	1	-	-	-
Restricted assets:				
Cash and investments with fiscal agents	-	-	-	-
Total assets	<u>\$ 579,296</u>	<u>\$ 1,380,549</u>	<u>\$ 276,461</u>	<u>\$ 5,021,861</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND AND FUND BALANCES				
Accounts payable	\$ -	\$ -	\$ -	\$ 141,453
Salaries and benefits payable	-	-	-	-
Due to other governments	-	-	-	-
Refundable deposits	-	-	-	-
Unearned revenue	-	-	-	-
Advances from other funds	-	3,200,000	-	-
Total liabilities	<u>-</u>	<u>3,200,000</u>	<u>-</u>	<u>141,453</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenues	-	-	-	66,077
Total deferred inflows of resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>66,077</u>
FUND BALANCES (DEFICITS)				
Fund balances:				
Nonspendable	1	-	-	2,100,000
Restricted	-	-	-	-
Committed	579,295	-	276,461	2,714,331
Unassigned	-	(1,819,451)	-	-
Total Fund Balances (deficits)	<u>579,296</u>	<u>(1,819,451)</u>	<u>276,461</u>	<u>4,814,331</u>
Total Liabilities, deferred inflows of resources and fund balances	<u>\$ 579,296</u>	<u>\$ 1,380,549</u>	<u>\$ 276,461</u>	<u>\$ 5,021,861</u>

<u>Mello-Roos Fund</u>	<u>Protection In Lieu Funds</u>	<u>Bridge District Fund</u>	<u>Total Capital Projects Funds</u>	<u>Total Nonmajor Governmental Funds</u>
\$ 45,787	\$ 2,483,014	\$ 229,054	\$ 24,868,439	46,656,180
-	-	-	13,695	246,653
-	-	-	-	216
-	-	-	-	263,104
-	-	-	402,770	810,163
-	-	-	-	3,763
-	-	-	2,100,000	2,100,000
-	-	-	-	5,887,144
-	-	-	8,700,561	8,700,561
-	-	-	-	885,155
<u>\$ 45,787</u>	<u>\$ 2,483,014</u>	<u>\$ 229,054</u>	<u>\$ 36,085,465</u>	<u>\$ 65,552,939</u>
\$ -	\$ -	\$ -	\$ 561,219	\$ 1,002,700
-	68,803	-	68,803	1,129,470
-	-	-	50	94,868
-	-	-	-	1,438
-	-	-	-	781,971
-	-	-	7,680,000	7,680,000
-	68,803	-	8,310,072	10,690,447
-	-	-	245,985	5,741,405
-	-	-	245,985	5,741,405
-	-	-	10,800,561	11,067,428
-	-	-	-	12,155,771
45,787	2,414,211	229,054	22,929,498	32,169,288
-	-	-	(6,200,651)	(6,271,400)
<u>45,787</u>	<u>2,414,211</u>	<u>229,054</u>	<u>27,529,408</u>	<u>49,121,087</u>
<u>\$ 45,787</u>	<u>\$ 2,483,014</u>	<u>\$ 229,054</u>	<u>\$ 36,085,465</u>	<u>\$ 65,552,939</u>

See accompanying notes to financial statements.

CITY OF WEST SACRAMENTO
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
Year ended June 30, 2018

	Special Revenue Funds			
	Landscaping and Street Lighting Fund	Hazardous Materials Fund	Transit Fund	Technology Impact Fee Fund
REVENUES				
Special benefit assessment for operations	\$ 3,414,193	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	-	237,523	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	49,396	643	-	836
Intergovernmental	-	-	2,042,065	-
Charges for services	-	213,005	-	53,469
Other revenues	17,289	18,184	-	-
Total revenues	<u>3,480,878</u>	<u>469,355</u>	<u>2,042,065</u>	<u>54,305</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	1,919,320	-
Public safety	-	406,360	-	-
Community development	-	-	-	-
Landscaping and street lighting	2,754,793	-	-	-
Culture and recreation	649	-	-	-
Capital outlay	-	-	-	-
Debt service:				
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>2,755,442</u>	<u>406,360</u>	<u>1,919,320</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	<u>725,436</u>	<u>62,995</u>	<u>122,745</u>	<u>54,305</u>
OTHER FINANCING SOURCES USES				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	308,000	-	-	-
Transfers (out)	(516,419)	(63,590)	(85,437)	-
Total other financing sources (uses)	<u>(208,419)</u>	<u>(63,590)</u>	<u>(85,437)</u>	<u>-</u>
Net change in fund balances	517,017	(595)	37,308	54,305
Beginning fund balances (deficits)	<u>5,843,959</u>	<u>114,449</u>	<u>(29,488)</u>	<u>118,673</u>
Ending fund balances (deficits)	<u>\$ 6,360,976</u>	<u>\$ 113,854</u>	<u>\$ 7,820</u>	<u>\$ 172,978</u>

Storm Water Maintenance District Fund	Cable Fund	Special Purpose Fund	Public Safety Fund	Public Art Fund	Road Fund	General Equipment Improvements Fund	Tree Mitigation Improvements Fund
\$ 12,067	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	580,054	-	-	-	-	-
-	331,548	-	-	-	-	-	-
-	-	113,491	-	-	-	-	15,449
-	-	-	-	-	-	-	-
1,346	3,472	10,721	3,524	407	6,483	64,814	1,255
-	-	460,236	390,841	-	1,443,468	-	-
-	-	493,560	16,002	-	5,486	-	920
329	-	547,048	291,477	-	103,024	-	9,552
<u>13,742</u>	<u>335,020</u>	<u>2,205,110</u>	<u>701,844</u>	<u>407</u>	<u>1,558,461</u>	<u>64,814</u>	<u>27,176</u>
-	40,400	-	-	-	-	112,274	-
402,938	-	-	-	-	825,681	-	147,853
-	-	-	864,927	-	4,250	29,823	-
-	-	764,920	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	858	-	-	498	10,687	-
25,109	-	-	12,096	-	98,253	251,064	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>428,047</u>	<u>40,400</u>	<u>765,778</u>	<u>877,023</u>	<u>-</u>	<u>928,682</u>	<u>403,848</u>	<u>147,853</u>
<u>(414,305)</u>	<u>294,620</u>	<u>1,439,332</u>	<u>(175,179)</u>	<u>407</u>	<u>629,779</u>	<u>(339,034)</u>	<u>(120,677)</u>
-	-	-	-	-	-	144,270	-
546,219	-	106,974	157,559	-	250,000	487,875	-
<u>(176,566)</u>	<u>(375,000)</u>	<u>(1,646,149)</u>	<u>-</u>	<u>-</u>	<u>(579,189)</u>	<u>-</u>	<u>(24,210)</u>
<u>369,653</u>	<u>(375,000)</u>	<u>(1,539,175)</u>	<u>157,559</u>	<u>-</u>	<u>(329,189)</u>	<u>632,145</u>	<u>(24,210)</u>
(44,652)	(80,380)	(99,843)	(17,620)	407	300,590	293,111	(144,887)
<u>44,652</u>	<u>653,486</u>	<u>1,390,403</u>	<u>738,026</u>	<u>60,971</u>	<u>260,756</u>	<u>6,936,968</u>	<u>219,375</u>
<u>\$ -</u>	<u>\$ 573,106</u>	<u>\$ 1,290,560</u>	<u>\$ 720,406</u>	<u>\$ 61,378</u>	<u>\$ 561,346</u>	<u>\$ 7,230,079</u>	<u>\$ 74,488</u>

(Continued)

CITY OF WEST SACRAMENTO
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
Year ended June 30, 2018

	Special Revenue Funds				
	Public Works Support Services Fund	Public Works Engineering Support Services Fund	Community Development Support Services Fund	Planning Division Fund	Flood Program Support Fund
REVENUES					
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	52,330	52,329	-	28,203
Franchise fees	-	-	-	-	-
Fees, licenses and permits	-	25,279	1,182,333	(384)	-
Fines and forfeitures	-	-	-	-	-
Use of money and property	3,291	(4,891)	5,211	-	894
Intergovernmental	-	-	-	-	-
Charges for services	216	3,306,065	1,988,522	2,743	952,332
Other revenues	7,226	8,752	3,673	37	1
Total revenues	<u>10,733</u>	<u>3,387,535</u>	<u>3,232,068</u>	<u>2,396</u>	<u>981,430</u>
EXPENDITURES					
Current:					
General government	-	206,348	551	-	-
Public works	-	2,168,088	23,195	-	79,517
Public safety	-	1,544	-	-	-
Community development	-	-	2,497,189	228,616	1,010,226
Landscaping and street lighting	-	-	-	-	-
Culture and recreation	-	-	-	-	-
Capital outlay	-	-	-	-	-
Debt service:					
Principal payments	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-
Total expenditures	<u>-</u>	<u>2,375,980</u>	<u>2,520,935</u>	<u>228,616</u>	<u>1,089,743</u>
Excess (deficiency) of revenues over expenditures	<u>10,733</u>	<u>1,011,555</u>	<u>711,133</u>	<u>(226,220)</u>	<u>(108,313)</u>
OTHER FINANCING SOURCES USES					
Proceeds from sale of capital assets	-	-	-	-	-
Transfers in	279,510	289,232	250,000	358,324	-
Transfers (out)	<u>(290,245)</u>	<u>(1,371,069)</u>	<u>(405,697)</u>	<u>(132,104)</u>	<u>(231,673)</u>
Total other financing sources (uses)	<u>(10,735)</u>	<u>(1,081,837)</u>	<u>(155,697)</u>	<u>226,220</u>	<u>(231,673)</u>
Net change in fund balances	(2)	(70,282)	555,436	-	(339,986)
Beginning fund balances (deficits)	<u>300,317</u>	<u>1</u>	<u>(3,718)</u>	<u>-</u>	<u>339,986</u>
Ending fund balances (deficits)	<u>\$ 300,315</u>	<u>\$ (70,281)</u>	<u>\$ 551,718</u>	<u>\$ -</u>	<u>\$ -</u>

						Debt Service Funds
						2011 Lease Revenue Bond Fund
Economic Development Fund	RD811 Maintenance Fund	Parking Improvement Fund	Bridge District IFD Fund	Enhanced IFD Fund	Total Special Revenue Funds	
\$ -	\$ -	\$ -	\$ 243,477	\$ 216,801	\$ 3,886,538	\$ -
5,000	28,235	-	-	-	746,151	-
-	-	-	-	-	331,548	-
-	-	118,586	-	-	1,692,277	371,844
-	-	52,568	-	-	52,568	-
2,927	3,183	-	-	-	153,512	2,306
-	-	-	-	-	4,336,610	-
-	-	-	-	-	7,032,320	-
-	-	1,153	-	-	1,007,745	-
<u>7,927</u>	<u>31,418</u>	<u>172,307</u>	<u>243,477</u>	<u>216,801</u>	<u>19,239,269</u>	<u>374,150</u>
-	-	136,551	-	-	496,124	-
44,600	5,310	-	450	-	5,616,952	-
-	-	-	-	-	1,306,904	-
-	-	-	-	-	4,500,951	-
-	-	-	-	-	2,754,793	-
-	-	16,208	-	-	28,900	-
-	-	-	-	-	386,522	-
-	-	-	-	-	-	340,105
-	-	-	-	-	-	<u>192,550</u>
<u>44,600</u>	<u>5,310</u>	<u>152,759</u>	<u>450</u>	<u>-</u>	<u>15,091,146</u>	<u>532,655</u>
<u>(36,673)</u>	<u>26,108</u>	<u>19,548</u>	<u>243,027</u>	<u>216,801</u>	<u>4,148,123</u>	<u>(158,505)</u>
-	-	-	-	-	144,270	-
-	-	-	-	-	3,033,693	171,660
<u>(14,245)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(5,911,593)</u>	<u>-</u>
<u>(14,245)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2,733,630)</u>	<u>171,660</u>
(50,918)	26,108	19,548	243,027	216,801	1,414,493	13,155
<u>329,057</u>	<u>479,351</u>	<u>365,646</u>	<u>207,265</u>	<u>-</u>	<u>18,370,135</u>	<u>645,264</u>
<u>\$ 278,139</u>	<u>\$ 505,459</u>	<u>\$ 385,194</u>	<u>\$ 450,292</u>	<u>\$ 216,801</u>	<u>\$ 19,784,628</u>	<u>\$ 658,419</u>

(Continued)

CITY OF WEST SACRAMENTO
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
Year ended June 30, 2018

	Debt Service Funds			
	2012 Pension Obligation Bonds Fund	2012 Refunding Lease Revenue Bonds Fund	General Equipment Lease Fund	Total Debt Service Funds
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	-	-	-	371,844
Fines and forfeitures	-	-	-	-
Use of money and property	3,323	8,178	67	13,874
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenues	-	-	-	-
Total revenues	<u>3,323</u>	<u>8,178</u>	<u>67</u>	<u>385,718</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	-	-
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:				
Principal payments	1,572,600	409,865	588,349	2,910,919
Interest and fiscal charges	<u>199,362</u>	<u>180,173</u>	<u>157,730</u>	<u>729,815</u>
Total expenditures	<u>1,771,962</u>	<u>590,038</u>	<u>746,079</u>	<u>3,640,734</u>
Excess (deficiency) of revenues over expenditures	<u>(1,768,639)</u>	<u>(581,860)</u>	<u>(746,012)</u>	<u>(3,255,016)</u>
OTHER FINANCING SOURCES USES				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	1,770,362	590,702	817,316	3,350,040
Transfers (out)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total other financing sources (uses)	<u>1,770,362</u>	<u>590,702</u>	<u>817,316</u>	<u>3,350,040</u>
Net change in fund balances	1,723	8,842	71,304	95,024
Beginning fund balances (deficits)	<u>25,422</u>	<u>942,406</u>	<u>98,935</u>	<u>1,712,027</u>
Ending fund balances (deficits)	<u>\$ 27,145</u>	<u>\$ 951,248</u>	<u>\$ 170,239</u>	<u>\$ 1,807,051</u>

Capital Projects Funds

Traffic Improvement Fund	Park Improvement Fund	Underground Improvements Fund	General Facilities Improvements Fund	Police Facility Impact Fees Fund	Fire Facility Impact Fees Fund	Childcare Impact Fees Fund	City Hall Impact Fees Fund
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	40,000	-	-	-	-
-	-	-	-	-	-	-	-
1,265,782	636,547	-	-	176,131	179,393	48,011	98,231
-	-	-	-	-	-	-	-
32,916	19,110	405	144,756	4,899	142	1,864	2,027
964,810	10,476	-	130,049	-	-	-	-
-	-	-	-	-	-	-	-
50,000	-	-	71,953	-	-	-	-
<u>2,313,508</u>	<u>666,133</u>	<u>405</u>	<u>386,758</u>	<u>181,030</u>	<u>179,535</u>	<u>49,875</u>	<u>100,258</u>
-	-	-	-	-	-	-	8,276
1,288,056	-	-	669,642	-	-	-	-
-	-	-	55,389	4,676	-	-	-
-	-	-	-	-	-	-	-
-	627,817	-	-	-	-	8,053	-
7,014	1,425,653	-	134,681	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	61,335	-	-
<u>1,295,070</u>	<u>2,053,470</u>	<u>-</u>	<u>859,712</u>	<u>4,676</u>	<u>61,335</u>	<u>8,053</u>	<u>8,276</u>
<u>1,018,438</u>	<u>(1,387,337)</u>	<u>405</u>	<u>(472,954)</u>	<u>176,354</u>	<u>118,200</u>	<u>41,822</u>	<u>91,982</u>
-	-	-	3,154,566	-	-	-	-
75,051	783,456	-	510,000	-	-	-	-
-	-	-	-	(20,400)	-	-	-
<u>75,051</u>	<u>783,456</u>	<u>-</u>	<u>3,664,566</u>	<u>(20,400)</u>	<u>-</u>	<u>-</u>	<u>-</u>
1,093,489	(603,881)	405	3,191,612	155,954	118,200	41,822	91,982
<u>3,137,578</u>	<u>2,092,721</u>	<u>60,857</u>	<u>14,821,357</u>	<u>715,529</u>	<u>(4,499,400)</u>	<u>280,631</u>	<u>290,863</u>
<u>\$ 4,231,067</u>	<u>\$ 1,488,840</u>	<u>\$ 61,262</u>	<u>\$ 18,012,969</u>	<u>\$ 871,483</u>	<u>\$ (4,381,200)</u>	<u>\$ 322,453</u>	<u>\$ 382,845</u>

(Continued)

CITY OF WEST SACRAMENTO
NON-MAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
Year ended June 30, 2018

	Capital Projects Funds			
	Drainage Impact Fees Fund	Corporate Yard Impact Fees Fund	Senior Center Construction Fund	Triangle/Bridge District Project Fund
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	326,666	134,320	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	21,393	113	1,831	24,576
Intergovernmental	-	-	-	522,320
Charges for services	-	-	-	-
Other revenues	-	-	-	5,650
Total revenues	<u>348,059</u>	<u>134,433</u>	<u>1,831</u>	<u>552,546</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	-	394,326
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Capital outlay	-	-	-	1,221,419
Debt service:				
Principal payments	-	-	-	-
Interest and fiscal charges	18,436	26,293	-	-
Total expenditures	<u>18,436</u>	<u>26,293</u>	<u>-</u>	<u>1,615,745</u>
Excess (deficiency) of revenues over expenditures	<u>329,623</u>	<u>108,140</u>	<u>1,831</u>	<u>(1,063,199)</u>
OTHER FINANCING SOURCES USES				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	16,099	-	-	2,237,202
Transfers (out)	-	-	-	-
Total other financing sources (uses)	<u>16,099</u>	<u>-</u>	<u>-</u>	<u>2,237,202</u>
Net change in fund balances	345,722	108,140	1,831	1,174,003
Beginning fund balances (deficits)	<u>233,573</u>	<u>(1,927,591)</u>	<u>274,630</u>	<u>3,640,328</u>
Ending fund balances (deficits)	<u>\$ 579,295</u>	<u>\$ (1,819,451)</u>	<u>\$ 276,461</u>	<u>\$ 4,814,331</u>

Southport Mello- Roos Fund	Flood Protection In Leiu Funds	Bridge District Fund	Total Capital Projects Funds	Total Nonmajor Governmental Funds
\$ -	\$ -	\$ -	\$ -	\$ 3,886,538
-	-	-	40,000	786,151
-	-	-	-	331,548
182,832	1,112,432	-	4,160,345	6,224,466
-	-	-	-	52,568
4,281	22,126	1,517	281,956	449,342
-	-	-	1,627,655	5,964,265
-	-	-	-	7,032,320
-	-	-	127,603	1,135,348
<u>187,113</u>	<u>1,134,558</u>	<u>1,517</u>	<u>6,237,559</u>	<u>25,862,546</u>
-	-	-	8,276	504,400
-	250,736	-	2,602,760	8,219,711
-	-	-	60,065	1,366,969
-	-	-	-	4,500,951
-	-	-	-	2,754,793
-	-	-	635,870	664,770
-	-	-	2,788,767	3,175,289
-	-	-	-	2,910,919
-	-	-	106,064	835,879
-	<u>250,736</u>	-	<u>6,201,802</u>	<u>24,933,681</u>
<u>187,113</u>	<u>883,822</u>	<u>1,517</u>	<u>35,757</u>	<u>928,865</u>
-	-	-	3,154,566	3,298,836
-	-	-	3,621,808	10,005,541
<u>(678,207)</u>	<u>(381,521)</u>	<u>-</u>	<u>(1,080,128)</u>	<u>(6,991,721)</u>
<u>(678,207)</u>	<u>(381,521)</u>	<u>-</u>	<u>5,696,246</u>	<u>6,312,656</u>
(491,094)	502,301	1,517	5,732,003	7,241,521
<u>536,881</u>	<u>1,911,910</u>	<u>227,537</u>	<u>21,797,404</u>	<u>41,879,566</u>
<u>\$ 45,787</u>	<u>\$ 2,414,211</u>	<u>\$ 229,054</u>	<u>\$ 27,529,407</u>	<u>\$ 49,121,087</u>

(Continued)

CITY OF WEST SACRAMENTO
MAJOR GOVERNMENTAL FUNDS
COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
Year ended June 30, 2018

	Capital Projects Funds			Variance Positive (Negative)
	Community Facilities District Fund			
	Budgeted Amounts		Actual	
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	13,911,205	13,911,205
Franchise fees	-	-	-	-
Fees, licenses and permits	-	-	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	-	-	154,362	154,362
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenues	-	-	-	-
Total Revenues	<u>-</u>	<u>-</u>	<u>14,065,567</u>	<u>14,065,567</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	2,309,577	(2,309,577)
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	850	(850)
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>2,310,427</u>	<u>(2,310,427)</u>
Excess (deficiency) of revenues over expenditures	<u>-</u>	<u>-</u>	<u>11,755,140</u>	<u>11,755,140</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	-	7,685	-	(7,685)
Transfers (out)	-	(2,237,202)	(2,237,202)	-
Total other financing sources (uses)	<u>-</u>	<u>(2,229,517)</u>	<u>(2,237,202)</u>	<u>(7,685)</u>
Net change in fund balances (deficits)	<u>\$ -</u>	<u>\$ (2,229,517)</u>	9,517,938	<u>\$ 11,747,455</u>
Beginning fund balances (deficits)			<u>5,734,575</u>	
Ending fund balances (deficits)			<u>\$ 15,252,513</u>	

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CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Special Revenue Funds			
	Landscaping and Street Lighting Fund			
	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ 3,133,190	\$ 3,133,190	\$ 3,414,193	\$ 281,003
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	-	-	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	34,600	34,600	49,396	14,796
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenues	-	16,370	17,289	919
Total revenues	<u>3,167,790</u>	<u>3,184,160</u>	<u>3,480,878</u>	<u>296,718</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	-	-
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	2,694,716	4,145,473	2,754,793	1,390,680
Culture and recreation	-	-	649	(649)
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>2,694,716</u>	<u>4,145,473</u>	<u>2,755,442</u>	<u>1,390,031</u>
Excess (deficiency) of revenues over expenditures	<u>473,074</u>	<u>(961,313)</u>	<u>725,436</u>	<u>1,686,749</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	567,115	567,115	308,000	(259,115)
Transfers (out)	(520,836)	(520,230)	(516,419)	3,811
Total other financing sources (uses)	<u>46,279</u>	<u>46,885</u>	<u>(208,419)</u>	<u>(255,304)</u>
Net change in fund balances (deficits)	<u>\$ 519,353</u>	<u>\$ (914,428)</u>	517,017	<u>\$ 1,431,445</u>
Beginning fund balances (deficits)			<u>5,843,959</u>	
Ending fund balances (deficits)			<u>\$ 6,360,976</u>	

Special Revenue Funds

Hazardous Materials Fund				Transit Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
255,156	255,156	237,523	(17,633)	-	-	-	-
-	-	-	-	-	-	-	-
1,100	1,100	643	(457)	-	-	-	-
-	-	-	-	2,108,500	2,206,500	2,042,065	(164,435)
231,501	231,501	213,005	(18,496)	-	-	-	-
5,000	6,111	18,184	12,073	-	-	-	-
<u>492,757</u>	<u>493,868</u>	<u>469,355</u>	<u>(24,513)</u>	<u>2,108,500</u>	<u>2,206,500</u>	<u>2,042,065</u>	<u>(164,435)</u>
-	-	-	-	-	-	-	-
-	-	-	-	2,109,000	2,109,000	1,919,320	189,680
437,888	441,999	406,360	35,639	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>437,888</u>	<u>441,999</u>	<u>406,360</u>	<u>35,639</u>	<u>2,109,000</u>	<u>2,109,000</u>	<u>1,919,320</u>	<u>189,680</u>
54,869	51,869	62,995	11,126	(500)	97,500	122,745	25,245
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
(65,899)	(63,590)	(63,590)	-	-	(85,437)	(85,437)	-
<u>(65,899)</u>	<u>(63,590)</u>	<u>(63,590)</u>	<u>-</u>	<u>-</u>	<u>(85,437)</u>	<u>(85,437)</u>	<u>-</u>
<u>\$ (11,030)</u>	<u>\$ (11,721)</u>	(595)	<u>\$ 11,126</u>	<u>\$ (500)</u>	<u>\$ 12,063</u>	37,308	<u>\$ 25,245</u>
		114,449				(29,488)	
		<u>\$ 113,854</u>				<u>\$ 7,820</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Special Revenue Funds			Variance Positive (Negative)
	Technology Impact Fee			
	Budgeted Amounts		Actual	
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	-	-	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	-	-	836	836
Intergovernmental	-	-	-	-
Charges for services	45,000	45,000	53,469	8,469
Other revenues	-	-	-	-
Total Revenues	<u>45,000</u>	<u>45,000</u>	<u>54,305</u>	<u>9,305</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	-	-
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	<u>45,000</u>	<u>45,000</u>	<u>54,305</u>	<u>9,305</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	-	-	-	-
Transfers (out)	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances (deficits)	<u>\$ 45,000</u>	<u>\$ 45,000</u>	54,305	<u>\$ 9,305</u>
Beginning fund balances (deficits)			<u>118,673</u>	
Ending fund balances (deficits)			<u>\$ 172,978</u>	

Special Revenue Funds							
Storm Water Maintenance District Fund				Cable Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ 11,000	\$ 11,000	\$ 12,067	\$ 1,067	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	-	-	375,000	375,000	331,548	(43,452)
-	-	-	-	-	-	-	-
200	200	1,346	1,146	3,000	3,000	3,472	472
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	329	329	-	-	-	-
<u>11,200</u>	<u>11,200</u>	<u>13,742</u>	<u>2,542</u>	<u>378,000</u>	<u>378,000</u>	<u>335,020</u>	<u>(42,980)</u>
-	-	-	-	45,000	45,000	40,400	4,600
387,745	387,745	402,938	(15,193)	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	40,000	25,109	14,891	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>387,745</u>	<u>427,745</u>	<u>428,047</u>	<u>(302)</u>	<u>45,000</u>	<u>45,000</u>	<u>40,400</u>	<u>4,600</u>
<u>(376,545)</u>	<u>(416,545)</u>	<u>(414,305)</u>	<u>2,240</u>	<u>333,000</u>	<u>333,000</u>	<u>294,620</u>	<u>(38,380)</u>
-	-	-	-	-	-	-	-
483,000	546,219	546,219	-	-	-	-	-
(189,752)	(176,566)	(176,566)	-	(375,000)	(375,000)	(375,000)	-
<u>293,248</u>	<u>369,653</u>	<u>369,653</u>	<u>-</u>	<u>(375,000)</u>	<u>(375,000)</u>	<u>(375,000)</u>	<u>-</u>
<u>\$ (83,297)</u>	<u>\$ (46,892)</u>	<u>(44,652)</u>	<u>\$ 2,240</u>	<u>\$ (42,000)</u>	<u>\$ (42,000)</u>	<u>(80,380)</u>	<u>\$ (38,380)</u>
		44,652				653,486	
		<u>\$ -</u>				<u>\$ 573,106</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Special Revenue Funds			Variance Positive Negative
	Special Purpose Fund			
	Budgeted Amounts		Actual	
Original	Final	(Negative)		
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	581,300	586,629	580,054	(6,575)
Franchise fees	-	-	-	-
Fees, licenses and permits	300,000	300,000	113,491	(186,509)
Fines and forfeitures	-	-	-	-
Use of money and property	1,955	1,955	10,721	8,766
Intergovernmental	364,731	509,485	460,236	(49,249)
Charges for services	566,100	566,100	493,560	(72,540)
Other revenues	550,000	550,000	547,048	(2,952)
Total Revenues	<u>2,364,086</u>	<u>2,514,169</u>	<u>2,205,110</u>	<u>(309,059)</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	-	-
Public safety	-	-	-	-
Community development	1,901,557	2,113,179	764,920	1,348,259
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	858	(858)
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>1,901,557</u>	<u>2,113,179</u>	<u>765,778</u>	<u>1,347,401</u>
Excess (deficiency) of revenues over expenditures	<u>462,529</u>	<u>400,990</u>	<u>1,439,332</u>	<u>1,038,342</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	1,028,824	1,128,827	106,974	(1,021,853)
Transfers (out)	(1,081,236)	(1,573,923)	(1,646,149)	(72,226)
Total other financing sources (uses)	<u>(52,412)</u>	<u>(445,096)</u>	<u>(1,539,175)</u>	<u>(1,094,079)</u>
Net change in fund balances (deficits)	<u>\$ 410,117</u>	<u>\$ (44,106)</u>	(99,843)	<u>\$ (55,737)</u>
Beginning fund balances (deficits)			<u>1,390,403</u>	
Ending fund balances (deficits)			<u>\$ 1,290,560</u>	

Special Revenue Funds

Public Safety Fund				Road Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
2,852	2,852	3,524	672	1,000	1,000	6,483	5,483
200,333	354,033	390,841	36,808	1,326,806	1,419,941	1,443,468	23,527
12,000	12,000	16,002	4,002	1,000	1,000	5,486	4,486
<u>236,084</u>	<u>241,584</u>	<u>291,477</u>	<u>49,893</u>	<u>5,000</u>	<u>336,991</u>	<u>103,024</u>	<u>(233,967)</u>
<u>451,269</u>	<u>610,469</u>	<u>701,844</u>	<u>91,375</u>	<u>1,333,806</u>	<u>1,758,932</u>	<u>1,558,461</u>	<u>(200,471)</u>
-	-	-	-	-	-	-	-
-	-	-	-	793,673	911,694	825,681	86,013
768,892	1,018,558	864,927	153,631	-	-	4,250	(4,250)
-	-	-	-	-	-	-	-
-	-	-	-	-	-	498	(498)
-	-	12,096	(12,096)	-	626,000	98,253	527,747
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>768,892</u>	<u>1,018,558</u>	<u>877,023</u>	<u>141,535</u>	<u>793,673</u>	<u>1,537,694</u>	<u>928,682</u>	<u>609,012</u>
<u>(317,623)</u>	<u>(408,089)</u>	<u>(175,179)</u>	<u>232,910</u>	<u>540,133</u>	<u>221,238</u>	<u>629,779</u>	<u>408,541</u>
-	-	-	-	-	-	-	-
179,220	157,559	157,559	-	75,000	500,000	250,000	(250,000)
<u>(76,234)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(615,742)</u>	<u>(579,189)</u>	<u>(579,189)</u>	<u>-</u>
<u>102,986</u>	<u>157,559</u>	<u>157,559</u>	<u>-</u>	<u>(540,742)</u>	<u>(79,189)</u>	<u>(329,189)</u>	<u>(250,000)</u>
<u>\$ (214,637)</u>	<u>\$ (250,530)</u>	<u>(17,620)</u>	<u>\$ 232,910</u>	<u>\$ (609)</u>	<u>\$ 142,049</u>	<u>300,590</u>	<u>\$ 158,541</u>
		<u>738,026</u>				<u>260,756</u>	
		<u>\$ 720,406</u>				<u>\$ 561,346</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Special Revenue Funds			
	General Equipment Improvements Fund			
	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	-	-	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	50,000	50,000	64,814	14,814
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenues	-	-	-	-
Total Revenues	<u>50,000</u>	<u>50,000</u>	<u>64,814</u>	<u>14,814</u>
EXPENDITURES				
Current:				
General government	-	180,335	112,274	68,061
Public works	-	-	-	-
Public safety	240,000	240,000	29,823	210,177
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	40,340	40,340	10,687	29,653
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	251,064	(251,064)
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>280,340</u>	<u>460,675</u>	<u>403,848</u>	<u>56,827</u>
Excess (deficiency) of revenues over expenditures	<u>(280,340)</u>	<u>(460,675)</u>	<u>(403,848)</u>	<u>56,827</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	144,270	144,270
Transfers in	487,875	487,875	487,875	-
Transfers (out)	-	-	-	-
Total other financing sources (uses)	<u>487,875</u>	<u>487,875</u>	<u>632,145</u>	<u>144,270</u>
Net change in fund balances (deficits)	<u>\$ 207,535</u>	<u>\$ 27,200</u>	228,297	<u>\$ 201,097</u>
Beginning fund balances (deficits)			<u>6,936,968</u>	
Ending fund balances (deficits)			<u>\$ 7,165,265</u>	

Special Revenue Funds

Tree Mitigation Improvements Fund				Public Works Support Services Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	15,449	15,449	-	-	-	-
-	-	1,255	1,255	-	-	3,291	3,291
-	-	-	-	-	-	-	-
5,000	5,000	920	(4,080)	14,000	14,000	216	(13,784)
10,000	10,000	9,552	(448)	5,000	5,000	7,226	2,226
<u>15,000</u>	<u>15,000</u>	<u>27,176</u>	<u>12,176</u>	<u>19,000</u>	<u>19,000</u>	<u>10,733</u>	<u>(8,267)</u>
-	-	-	-	-	-	-	-
143,958	145,408	147,853	(2,445)	1,497,546	1,499,583	-	1,499,583
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>143,958</u>	<u>145,408</u>	<u>147,853</u>	<u>(2,445)</u>	<u>1,497,546</u>	<u>1,499,583</u>	<u>-</u>	<u>1,499,583</u>
<u>(128,958)</u>	<u>(130,408)</u>	<u>(120,677)</u>	<u>9,731</u>	<u>(1,478,546)</u>	<u>(1,480,583)</u>	<u>10,733</u>	<u>1,491,316</u>
-	-	-	-	-	-	-	-
-	-	-	-	1,800,674	1,654,559	279,510	(1,375,049)
<u>(25,578)</u>	<u>(24,210)</u>	<u>(24,210)</u>	<u>-</u>	<u>(301,091)</u>	<u>(290,245)</u>	<u>(290,245)</u>	<u>-</u>
<u>(25,578)</u>	<u>(24,210)</u>	<u>(24,210)</u>	<u>-</u>	<u>1,499,583</u>	<u>1,364,314</u>	<u>(10,735)</u>	<u>(1,375,049)</u>
<u>\$ (154,536)</u>	<u>\$ (154,618)</u>	<u>(144,887)</u>	<u>\$ 9,731</u>	<u>\$ 21,037</u>	<u>\$ (116,269)</u>	<u>(2)</u>	<u>\$ 116,267</u>
		<u>219,375</u>				<u>300,317</u>	
		<u>\$ 74,488</u>				<u>\$ 300,315</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Special Revenue Funds			
	Public Works Engineering Support Services Fund			Variance Positive (Negative)
	Budgeted Amounts		Actual	
	Original	Final		
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	52,330	52,330
Franchise fees	-	-	-	-
Fees, licenses and permits	25,000	51,882	25,279	(26,603)
Fines and forfeitures	-	-	-	-
Use of money and property	-	-	-	-
Intergovernmental	-	-	(4,891)	(4,891)
Charges for services	3,256,755	3,256,755	3,306,065	49,310
Other revenues	57,600	58,175	8,752	(49,423)
Total revenues	<u>3,339,355</u>	<u>3,366,812</u>	<u>3,387,535</u>	<u>20,723</u>
EXPENDITURES				
Current:				
General government	357,075	357,075	206,348	150,727
Public works	3,529,608	3,574,289	2,168,088	1,406,201
Public safety	-	-	1,544	(1,544)
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>3,886,683</u>	<u>3,931,364</u>	<u>2,375,980</u>	<u>1,555,384</u>
Excess (deficiency) of revenues over expenditures	<u>(547,328)</u>	<u>(564,552)</u>	<u>1,011,555</u>	<u>1,576,107</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	341,563	289,232	289,232	-
Transfers (out)	(751,033)	(692,862)	(1,371,069)	(678,207)
Total other financing sources (uses)	<u>(409,470)</u>	<u>(403,630)</u>	<u>(1,081,837)</u>	<u>(678,207)</u>
Net change in fund balances (deficits)	<u>\$ (956,798)</u>	<u>\$ (968,182)</u>	<u>(70,282)</u>	<u>\$ 897,900</u>
Beginning fund balances (deficits)			<u>1</u>	
Ending fund balances (deficits)			<u>\$ (70,281)</u>	

Special Revenue Funds							
Community Development Support Services Fund				Planning Division Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
49,020	65,720	52,329	(13,391)	-	-	-	-
-	-	-	-	-	-	-	-
1,099,780	1,128,680	1,182,333	53,653	294,720	74,440	(384)	(74,824)
100	100	-	(100)	-	-	-	-
-	-	5,211	5,211	-	-	-	-
-	-	-	-	-	-	-	-
1,341,520	1,361,000	1,988,522	627,522	160,000	160,000	2,743	(157,257)
40	40	3,673	3,633	520	520	37	(483)
<u>2,490,460</u>	<u>2,555,540</u>	<u>3,232,068</u>	<u>676,528</u>	<u>455,240</u>	<u>234,960</u>	<u>2,396</u>	<u>(232,564)</u>
170	170	551	(381)	-	-	-	-
33,700	33,700	23,195	10,505	-	-	-	-
-	-	-	-	-	-	-	-
2,213,211	2,292,429	2,497,189	(204,760)	-	-	228,616	(228,616)
-	-	-	-	-	-	-	-
-	-	-	-	570,038	570,538	-	570,538
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>2,247,081</u>	<u>2,326,299</u>	<u>2,520,935</u>	<u>(194,636)</u>	<u>570,038</u>	<u>570,538</u>	<u>228,616</u>	<u>341,922</u>
243,379	229,241	711,133	481,892	(114,798)	(335,578)	(226,220)	109,358
-	-	-	-	-	-	-	-
250,000	250,000	250,000	-	256,811	358,324	358,324	-
(447,858)	(405,697)	(405,697)	-	(142,133)	(132,104)	(132,104)	-
(197,858)	(155,697)	(155,697)	-	114,678	226,220	226,220	-
<u>\$ 45,521</u>	<u>\$ 73,544</u>	555,436	<u>\$ 481,892</u>	<u>\$ (120)</u>	<u>\$ (109,358)</u>	-	<u>\$ 109,358</u>
		(3,718)				-	
		<u>\$ 551,718</u>				<u>\$ -</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Special Revenue Funds			
	Flood Program Support Fund			
	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	440,795	440,795	28,203	(412,592)
Franchise fees	-	-	-	-
Fees, licenses and permits	-	-	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	-	-	894	894
Intergovernmental	-	-	-	-
Charges for services	874,895	874,895	952,332	77,437
Other revenues	-	-	1	1
Total revenues	<u>1,315,690</u>	<u>1,315,690</u>	<u>981,430</u>	<u>(334,260)</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	54,370	55,240	79,517	(24,277)
Public safety	-	-	-	-
Community development	1,009,613	1,010,613	1,010,226	387
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>1,063,983</u>	<u>1,065,853</u>	<u>1,089,743</u>	<u>(23,890)</u>
Excess (deficiency) of revenues over expenditures	<u>251,707</u>	<u>249,837</u>	<u>(108,313)</u>	<u>(358,150)</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	-	17,861	-	(17,861)
Transfers (out)	(244,292)	(345,669)	(231,673)	113,996
Total other financing sources (uses)	<u>(244,292)</u>	<u>(327,808)</u>	<u>(231,673)</u>	<u>96,135</u>
Net change in fund balances (deficits)	<u>\$ 7,415</u>	<u>\$ (77,971)</u>	(339,986)	<u>\$ (262,015)</u>
Beginning fund balances (deficits)			<u>339,986</u>	
Ending fund balances (deficits)			<u>\$ -</u>	

Special Revenue Funds

Economic Development Fund				Parking Improvement Funds			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	5,000	5,000	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	20,000	20,000	118,586	98,586
-	-	-	-	16,000	16,000	52,568	36,568
-	-	2,927	2,927	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	1,153	1,153
-	-	<u>7,927</u>	<u>7,927</u>	<u>36,000</u>	<u>36,000</u>	<u>172,307</u>	<u>136,307</u>
-	-	-	-	30,000	30,000	136,551	(106,551)
20,000	20,000	44,600	(24,600)	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	16,208	(16,208)
-	-	-	-	-	-	-	-
-	-	-	-	-	50,000	-	50,000
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>20,000</u>	<u>20,000</u>	<u>44,600</u>	<u>(24,600)</u>	<u>30,000</u>	<u>80,000</u>	<u>152,759</u>	<u>(72,759)</u>
<u>(20,000)</u>	<u>(20,000)</u>	<u>(36,673)</u>	<u>(16,673)</u>	<u>6,000</u>	<u>(44,000)</u>	<u>19,548</u>	<u>63,548</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	(14,245)	(14,245)	-	-	-	-	-
-	(14,245)	(14,245)	-	-	-	-	-
<u>\$ (20,000)</u>	<u>\$ (34,245)</u>	<u>(50,918)</u>	<u>\$ (16,673)</u>	<u>\$ 6,000</u>	<u>\$ (44,000)</u>	<u>19,548</u>	<u>\$ 63,548</u>
		<u>329,057</u>				<u>365,646</u>	
		<u>\$ 278,139</u>				<u>\$ 385,194</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Special Revenue Funds			Variance Positive (Negative)
	Bridge District IFD Fund			
	Budgeted Amounts		Actual	
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ 100,000	\$ 100,000	\$ 243,477	\$ 143,477
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	-	-	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	-	-	-	-
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenues	-	-	-	-
Total Revenues	<u>100,000</u>	<u>100,000</u>	<u>243,477</u>	<u>143,477</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	450	(450)
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>450</u>	<u>(450)</u>
Excess (deficiency) of revenues over expenditures	<u>100,000</u>	<u>100,000</u>	<u>243,027</u>	<u>143,027</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	-	-	-	-
Transfers (out)	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances (deficits)	<u>\$ 100,000</u>	<u>\$ 100,000</u>	243,027	<u>\$ 143,027</u>
Beginning fund balances (deficits)			<u>207,265</u>	
Ending fund balances (deficits)			<u>\$ 450,292</u>	

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CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Debt Service Funds			
	2011 Lease Revenue Bond Fund			
	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	371,946	371,946	371,844	(102)
Fines and forfeitures	-	-	-	-
Use of money and property	-	-	2,306	2,306
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenues	-	-	-	-
Total Revenues	<u>371,946</u>	<u>371,946</u>	<u>374,150</u>	<u>2,204</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	-	-
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:				
Principal payments	327,862	327,862	340,105	(12,243)
Interest and fiscal charges	205,031	205,031	192,550	12,481
Total expenditures	<u>532,893</u>	<u>532,893</u>	<u>532,655</u>	<u>238</u>
Excess (deficiency) of revenues over expenditures	<u>(160,947)</u>	<u>(160,947)</u>	<u>(158,505)</u>	<u>2,442</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	171,660	171,660	171,660	-
Transfers (out)	-	-	-	-
Total other financing sources (uses)	<u>171,660</u>	<u>171,660</u>	<u>171,660</u>	<u>-</u>
Net change in fund balances (deficits)	<u>\$ 10,713</u>	<u>\$ 10,713</u>	13,155	<u>\$ 2,442</u>
Beginning fund balances (deficits)			<u>645,264</u>	
Ending fund balances (deficits)			<u>\$ 658,419</u>	

Debt Service Funds

2012 Pension Obligation Fund				2012 Refunding Lease Revenue Bond Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	1,672,084	-	(1,672,084)	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
10,000	10,000	3,323	(6,677)	-	-	8,178	8,178
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>10,000</u>	<u>1,682,084</u>	<u>3,323</u>	<u>(1,678,761)</u>	<u>-</u>	<u>-</u>	<u>8,178</u>	<u>8,178</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
1,572,600	1,572,600	1,572,600	-	396,734	396,734	409,865	(13,131)
197,761	197,761	199,362	(1,601)	-	191,772	180,173	11,599
<u>1,770,361</u>	<u>1,770,361</u>	<u>1,771,962</u>	<u>(1,601)</u>	<u>396,734</u>	<u>588,506</u>	<u>590,038</u>	<u>(1,532)</u>
<u>(1,760,361)</u>	<u>(88,277)</u>	<u>(1,768,639)</u>	<u>(1,680,362)</u>	<u>(396,734)</u>	<u>(588,506)</u>	<u>(581,860)</u>	<u>6,646</u>
-	-	-	-	-	-	-	-
-	1,770,362	1,770,362	-	590,702	590,702	590,702	-
-	-	-	-	-	-	-	-
-	<u>1,770,362</u>	<u>1,770,362</u>	<u>-</u>	<u>590,702</u>	<u>590,702</u>	<u>590,702</u>	<u>-</u>
<u>\$(1,760,361)</u>	<u>\$ 1,682,085</u>	1,723	<u>\$(1,680,362)</u>	<u>\$ 193,968</u>	<u>\$ 2,196</u>	8,842	<u>\$ 6,646</u>
		<u>25,422</u>				<u>942,406</u>	
		<u>\$ 27,145</u>				<u>\$ 951,248</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Debt Service Funds			Variance Positive (Negative)
	General Equipment Lease Fund			
	Original	Final	Actual	
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	-	-	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	-	-	67	67
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenues	-	-	-	-
Total Revenues	<u>-</u>	<u>-</u>	<u>67</u>	<u>67</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	-	-
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	665,797	665,797	588,349	77,448
Interest and fiscal charges	84,421	84,421	157,730	(73,309)
Total expenditures	<u>750,218</u>	<u>750,218</u>	<u>746,079</u>	<u>4,139</u>
Excess (deficiency) of revenues over expenditures	<u>(750,218)</u>	<u>(750,218)</u>	<u>(746,012)</u>	<u>4,206</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	817,316	817,316	817,316	-
Transfers (out)	-	-	-	-
Total other financing sources (uses)	<u>817,316</u>	<u>817,316</u>	<u>817,316</u>	<u>-</u>
Net change in fund balances (deficits)	<u>\$ 67,098</u>	<u>\$ 67,098</u>	71,304	<u>\$ 4,206</u>
Beginning fund balances (deficits)			<u>98,935</u>	
Ending fund balances (deficits)			<u>\$ 170,239</u>	

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CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Capital Projects Funds			Variance Positive (Negative)
	Traffic Improvement Fund			
	Budgeted Amounts <u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	200,000	200,000	1,265,782	1,065,782
Fines and forfeitures	-	-	-	-
Use of money and property	5,000	5,000	32,916	27,916
Intergovernmental	-	-	964,810	964,810
Charges for services	-	-	-	-
Other revenues	-	-	50,000	50,000
Total Revenues	<u>205,000</u>	<u>205,000</u>	<u>2,313,508</u>	<u>2,108,508</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	1,288,056	(1,288,056)
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	224,999	7,014	217,985
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>-</u>	<u>224,999</u>	<u>1,295,070</u>	<u>(1,070,071)</u>
Excess (deficiency) of revenues over expenditures	<u>205,000</u>	<u>(19,999)</u>	<u>1,018,438</u>	<u>1,038,437</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	-	75,051	75,051	-
Transfers (out)	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>75,051</u>	<u>75,051</u>	<u>-</u>
Net change in fund balances (deficits)	<u>\$ 205,000</u>	<u>\$ 55,052</u>	1,093,489	<u>\$ 1,038,437</u>
Beginning fund balances (deficits)			<u>3,137,578</u>	
Ending fund balances (deficits)			<u>\$ 4,231,067</u>	

Capital Projects Funds							
Park Improvements Fund				General Facilities Improvement Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	40,000	40,000
-	-	-	-	-	-	-	-
300,000	100,000	636,547	536,547	-	-	-	-
-	-	-	-	-	-	-	-
500	500	19,110	18,610	21,500	24,000	144,756	120,756
-	-	10,476	10,476	-	383,579	130,049	(253,530)
-	-	-	-	-	11,000	-	(11,000)
-	-	-	-	-	106,688	71,953	(34,735)
<u>300,500</u>	<u>100,500</u>	<u>666,133</u>	<u>565,633</u>	<u>21,500</u>	<u>525,267</u>	<u>386,758</u>	<u>(138,509)</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	669,642	(669,642)
-	-	-	-	-	-	55,389	(55,389)
-	-	-	-	-	-	-	-
-	-	-	-	-	104,000	-	104,000
548,000	548,000	627,817	(79,817)	-	-	-	-
-	-	-	-	-	-	-	-
-	565,216	1,425,653	(860,437)	-	-	-	-
-	-	-	-	-	748,043	134,681	613,362
-	-	-	-	-	-	-	-
<u>548,000</u>	<u>1,113,216</u>	<u>2,053,470</u>	<u>(940,254)</u>	<u>-</u>	<u>852,043</u>	<u>859,712</u>	<u>(7,669)</u>
<u>(247,500)</u>	<u>(1,012,716)</u>	<u>(1,387,337)</u>	<u>(374,621)</u>	<u>21,500</u>	<u>(326,776)</u>	<u>(472,954)</u>	<u>(146,178)</u>
-	-	-	-	-	-	-	-
-	783,456	783,456	-	-	-	3,154,566	3,154,566
-	-	-	-	260,000	510,000	510,000	-
-	<u>783,456</u>	<u>783,456</u>	-	<u>260,000</u>	<u>510,000</u>	<u>3,664,566</u>	<u>3,154,566</u>
<u>\$ (247,500)</u>	<u>\$ (229,260)</u>	(603,881)	<u>\$ (374,621)</u>	<u>\$ 281,500</u>	<u>\$ 183,224</u>	3,191,612	<u>\$ 3,008,388</u>
		<u>2,092,721</u>				<u>14,821,357</u>	
		<u>\$ 1,488,840</u>				<u>\$ 18,012,969</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Capital Projects Funds			
	Police Facility Impact Fees Fund			
	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	23,783	23,783	176,131	152,348
Fines and forfeitures	-	-	-	-
Use of money and property	-	-	4,899	4,899
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenues	-	-	-	-
Total Revenues	<u>23,783</u>	<u>23,783</u>	<u>181,030</u>	<u>157,247</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	-	-
Public safety	-	40,000	4,676	35,324
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>-</u>	<u>40,000</u>	<u>4,676</u>	<u>35,324</u>
Excess (deficiency) of revenues over expenditures	<u>23,783</u>	<u>(16,217)</u>	<u>176,354</u>	<u>192,571</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	-	-	-	-
Transfers (out)	<u>(20,400)</u>	<u>(20,400)</u>	<u>(20,400)</u>	<u>-</u>
Total other financing sources (uses)	<u>(20,400)</u>	<u>(20,400)</u>	<u>(20,400)</u>	<u>-</u>
Net change in fund balances (deficits)	<u>\$ 3,383</u>	<u>\$ (36,617)</u>	155,954	<u>\$ 192,571</u>
Beginning fund balances (deficits)			<u>715,529</u>	
Ending fund balances (deficits)			<u>\$ 871,483</u>	

Capital Projects Funds							
Fire Facility Impact Fees Fund				Childcare Impact Fees Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
58,067	58,067	179,393	121,326	15,833	15,833	48,011	32,178
-	-	-	-	-	-	-	-
-	-	142	142	40	40	1,864	1,824
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>58,067</u>	<u>58,067</u>	<u>179,535</u>	<u>121,468</u>	<u>15,873</u>	<u>15,873</u>	<u>49,875</u>	<u>34,002</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	50,000	8,053	41,947
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>50,000</u>	<u>50,000</u>	<u>61,335</u>	<u>(11,335)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>50,000</u>	<u>50,000</u>	<u>61,335</u>	<u>(11,335)</u>	<u>-</u>	<u>50,000</u>	<u>8,053</u>	<u>41,947</u>
<u>8,067</u>	<u>8,067</u>	<u>118,200</u>	<u>110,133</u>	<u>15,873</u>	<u>(34,127)</u>	<u>41,822</u>	<u>75,949</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 8,067</u>	<u>\$ 8,067</u>	<u>118,200</u>	<u>\$ 110,133</u>	<u>\$ 15,873</u>	<u>\$ (34,127)</u>	<u>41,822</u>	<u>\$ 75,949</u>
		(4,499,400)				280,631	
		<u>\$ (4,381,200)</u>				<u>\$ 322,453</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Capital Projects Funds			
	City Hall Impact Fees Fund			
	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	6,703	6,703	98,231	91,528
Fines and forfeitures	-	-	-	-
Use of money and property	35	35	2,027	1,992
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Other revenues	-	-	-	-
Total Revenues	<u>6,738</u>	<u>6,738</u>	<u>100,258</u>	<u>93,520</u>
EXPENDITURES				
Current:				
General government	-	-	8,276	(8,276)
Public works	-	-	-	-
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	-	-	-
Debt service:	-	-	-	-
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>8,276</u>	<u>(8,276)</u>
Excess (deficiency) of revenues over expenditures	<u>6,738</u>	<u>6,738</u>	<u>91,982</u>	<u>101,796</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	-	-	-	-
Transfers (out)	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances (deficits)	<u>\$ 6,738</u>	<u>\$ 6,738</u>	91,982	<u>\$ 101,796</u>
Beginning fund balances (deficits)			<u>290,863</u>	
Ending fund balances (deficits)			<u>\$ 382,845</u>	

Capital Projects Funds							
Drainage Impact Fees Fund				Corporate Yard Impact Fees Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
98,853	158,853	326,666	167,813	12,000	12,000	134,320	122,320
-	-	-	-	-	-	-	-
971	971	21,393	20,422	-	-	113	113
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>99,824</u>	<u>159,824</u>	<u>348,059</u>	<u>188,235</u>	<u>12,000</u>	<u>12,000</u>	<u>134,433</u>	<u>122,433</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
8,400	93,400	18,436	74,964	11,800	11,800	26,293	(14,493)
<u>8,400</u>	<u>93,400</u>	<u>18,436</u>	<u>74,964</u>	<u>11,800</u>	<u>11,800</u>	<u>26,293</u>	<u>(14,493)</u>
<u>91,424</u>	<u>66,424</u>	<u>329,623</u>	<u>263,199</u>	<u>200</u>	<u>200</u>	<u>108,140</u>	<u>107,940</u>
-	-	-	-	-	-	-	-
-	16,099	16,099	-	-	-	-	-
-	-	-	-	-	-	-	-
-	<u>16,099</u>	<u>16,099</u>	-	-	-	-	-
<u>\$ 91,424</u>	<u>\$ 82,523</u>	<u>345,722</u>	<u>\$ 263,199</u>	<u>\$ 200</u>	<u>\$ 200</u>	<u>108,140</u>	<u>\$ 107,940</u>
		<u>233,573</u>				<u>(1,927,591)</u>	
		<u>\$ 579,295</u>				<u>\$ (1,819,451)</u>	

(Continued)

CITY OF WEST SACRAMENTO
 BUDGETED NON-MAJOR FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 Year ended June 30, 2018

	Capital Projects Funds			
	Triangle/Bridge District Project Fund			
	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			
REVENUES				
Special benefit assessment for operations	\$ -	\$ -	\$ -	\$ -
Contributions from developers and homeowners	-	-	-	-
Franchise fees	-	-	-	-
Fees, licenses and permits	-	-	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	-	-	24,576	24,576
Intergovernmental	-	-	522,320	522,320
Charges for services	-	-	-	-
Other revenues	-	-	5,650	5,650
Total Revenues	<u>-</u>	<u>-</u>	<u>552,546</u>	<u>552,546</u>
EXPENDITURES				
Current:				
General government	-	-	-	-
Public works	-	-	394,326	(394,326)
Public safety	-	-	-	-
Community development	-	-	-	-
Landscaping and street lighting	-	-	-	-
Culture and recreation	-	-	-	-
Housing rehabilitation	-	-	-	-
Capital outlay	-	14,000,000	1,221,419	12,778,581
Debt service:				
Principal payments	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	<u>-</u>	<u>14,000,000</u>	<u>1,615,745</u>	<u>12,384,255</u>
Excess (deficiency) of revenues over expenditures	<u>-</u>	<u>(14,000,000)</u>	<u>(1,063,199)</u>	<u>12,936,801</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	-	-
Transfers in	-	2,237,202	2,237,202	-
Transfers (out)	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>2,237,202</u>	<u>2,237,202</u>	<u>-</u>
Net change in fund balances (deficits)	<u>\$ -</u>	<u>\$ (11,762,798)</u>	1,174,003	<u>\$ 12,936,801</u>
Beginning fund balances (deficits)			<u>3,640,328</u>	
Ending fund balances (deficits)			<u>\$ 4,814,331</u>	

Capital Projects Funds							
Southport Mello-Roos Fund				Flood Protection in Lieu Fund			
Budgeted Amounts		Actual	Variance Positive (Negative)	Budgeted Amounts		Actual	Variance Positive (Negative)
Original	Final			Original	Final		
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	182,832	182,832	252,517	252,517	1,112,432	859,915
-	-	4,281	4,281	-	-	22,126	22,126
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	187,113	187,113	252,517	252,517	1,134,558	882,041
-	-	-	-	-	-	-	-
-	-	-	-	-	-	250,736	(250,736)
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	250,736	(250,736)
-	-	187,113	187,113	252,517	252,517	883,822	631,305
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	(678,207)	(678,207)	-	(300,000)	(300,000)	(381,521)	(81,521)
-	(678,207)	(678,207)	-	(300,000)	(300,000)	(381,521)	(81,521)
\$ -	\$ (678,207)	(491,094)	\$ 187,113	\$ (47,483)	\$ (47,483)	502,301	\$ 549,784
		536,881				1,911,910	
		\$ 45,787				\$ 2,414,211	

(Continued)

FIDUCIARY FUNDS

Private purpose trust funds are used to account for fiduciary activities not required to be reported in another fiduciary fund type. Private purpose trust funds of the City are as follows:

Mcknight Scholarship Fund – account for donations collected for the fallen officer and used for the scholarship program.

Successor Agency To The Redevelopment Agency Fund – to account for the activities of the Successor Agency to the former Redevelopment Agency of the City of West Sacramento.

CITY OF WEST SACRAMENTO
 FIDUCIARY FUNDS
 COMBINING STATEMENT OF FIDUCIARY NET POSITION
 June 30, 2018

	Private-Purpose Trust Funds			
	McKnight Scholarship Fund	Successor Agency to the Redevelopment Agency Fund	Private- Purpose Trust Funds	Total Agency Funds
ASSETS				
Cash and investments in				
City Treasury	\$ 9,179	\$ 9,697,941	\$ 9,707,120	\$ 22,028,079
Accounts receivable	-	-	-	13,159
Grants receivable	-	-	-	15,536,074
Interest receivable	-	-	-	43,443
Due from other governments	-	642,475	642,475	6,438,003
Restricted assets:				
Cash and investments	-	-	-	6,284,825
Cash and investments with fiscal agent	-	852	852	19,768,120
Capital assets:				
Not being depreciated	-	1,142,925	1,142,925	-
Total assets	<u>9,179</u>	<u>11,484,193</u>	<u>11,493,372</u>	<u>\$ 70,111,703</u>
DEFERRED OUTFLOWS OF RESOURCES				
Deferred amount on refunding of debt	-	1,621,237	1,621,237	-
Total deferred outflows of resources	<u>-</u>	<u>1,621,237</u>	<u>1,621,237</u>	<u>-</u>
LIABILITIES				
Accounts payable	-	2,528	2,528	\$ 9,433,164
Salaries and benefits payable	-	1,667	1,667	-
Refundable deposits	-	11,358	11,358	-
Interest payable	-	1,178,179	1,178,179	-
Due to other governments	-	-	-	26,448,738
Unearned revenue	-	-	-	1,160,130
Due for special assessment debt service	-	-	-	33,069,671
Noncurrent liabilities - due within one year	-	5,113,049	5,113,049	-
Noncurrent liabilities - due after one year	-	82,254,769	82,254,769	-
Total liabilities:	<u>-</u>	<u>88,561,550</u>	<u>88,561,550</u>	<u>\$ 70,111,703</u>
NET POSITION (DEFICITS) HELD IN TRUST FOR OTHERS	<u>\$ 9,179</u>	<u>\$ (75,456,120)</u>	<u>\$ (75,446,941)</u>	<u>-</u>

CITY OF WEST SACRAMENTO
 FIDUCIARY FUNDS
 COMBINING STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
 For the year ended June 30, 2018

	<u>Private-Purpose Trust Funds</u>		
	McKnight Scholarship Fund	Successor Agency to the Redevelopment Agency Fund	Private- Purpose Trust Funds
ADDITIONS			
Taxes			
Property taxes	\$ -	\$ 10,172,885	\$ 10,172,885
Fees, licenses and permits	-	4,456	4,456
Use of money and property	61	23,873	23,934
Gain on sale of capital assets	-	-	-
Other revenues	-	638,019	638,019
Total additions	<u>61</u>	<u>10,839,233</u>	<u>10,839,294</u>
DEDUCTIONS			
Public safety	-	-	-
Community development	-	1,615,694	1,615,694
Debt service:			
Interest and fiscal charges	-	3,505,812	3,505,812
Debt issuance cost	-	-	-
Total deductions	<u>-</u>	<u>5,121,506</u>	<u>5,121,506</u>
Change in net position	61	5,717,727	5,717,788
Net position, beginning	<u>9,118</u>	<u>(81,173,847)</u>	<u>(81,164,729)</u>
Net position (deficits) ending	<u>\$ 9,179</u>	<u>\$ (75,456,120)</u>	<u>\$ (75,446,941)</u>

AGENCY FUNDS

Agency Funds are used to account for assets held by the government as an agent for individual, private organizations and other governments.

The Agency Funds of the City are outlined as follows:

Community Facilities District Funds - to account for the collection and payment of assessment district bonded debt service of the following Community Facilities Districts in the City:

No. 8 - Series 1999	No. 17 - Parella	No. 10 - Bridgeway Series 2006
No. 9 - Staples Project	No. 18 - Gateway Unit 4	No. 11 - Gateway Series 2006
No. 12 - Raley Field	No. 19 - River Ranch	No. 24 - Bridgeway
No. 14 - Newport Estates	No. 20 - Bridgeway II	No. 26 - Yarborough
No. 8 - Series 2001	No. 21- Parlin Ranch Debt	No. 27 - Bridge
No. 15 - Pheasant Hollow	No. 23 - Triangle Area Debt	No. 28 - Rivers II
No. 16 - Bridgeway Lakes	2006 Special Tax Revenue Bond	No. 21, 23 and 24 Special Tax Refund
		No. 27 – Bridge Series 2017

2012 Special Tax Refunding Bond Fund - to account for collection and payment of the refunding of the Community Facilities District No. 14. Series 2001 Bonds and Community Facilities District No. 17 Series 2003 Bonds.

Sacramento Regional County Sanitation District Fund - to account for a special district formed under the laws of California to provide wastewater treatment services for its member agencies.

Washington School District Impact Fees Fund - to account for developer fees, which are collected and remitted to the school district for the construction of a school.

Raley's Landing Fund - to account for developer impact fees used for improvements in the Raley's Landing district.

Yolo County Impact Fees Fund - to account for developer fees, which are collected and remitted to the county for road development.

Yolo County Environmental Health Fund - This fund is to account for the environmental fees collected by the City and passed-thru to the County of Yolo.

Business Improvement Fund - to account for special benefit assessments for improvements in a business improvements district.

River City Stadium Financing Authority Fund - to account for the activity related to the issuance of the bonds in conjunction with the City of Sacramento, California and the River City Stadium Financing Authority.

Sacramento Yolo Finance Authority Fund - to account for the activity related to the issuance of bonds in conjunction with the Sacramento Yolo Financing Authority.

West Sacramento Area Flood Control Agency Fund - to account for revenues and associated expenditures of flood assessment levied on property owners for maintenance and construction of levee, and prevention of flood in the City.

CITY OF WEST SACRAMENTO
 AGENCY FUNDS
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 For the year ended June 30, 2018

	Balance July 1, 2017	Additions	Deductions	Balance June 30, 2018
No. 8 Series 1999				
ASSETS				
Cash and investments	\$ 3,070,230	\$ 3,157,886	\$ (3,070,230)	\$ 3,157,886
Due from other governments	<u>158,656</u>	<u>158,209</u>	<u>(158,656)</u>	<u>158,209</u>
Total assets	<u>\$ 3,228,886</u>	<u>\$ 3,316,095</u>	<u>\$ (3,228,886)</u>	<u>\$ 3,316,095</u>
LIABILITIES				
Accounts payable	\$ 11	\$ -	\$ (11)	\$ -
Due for special assessment debt service	<u>3,228,875</u>	<u>3,316,095</u>	<u>(3,228,875)</u>	<u>3,316,095</u>
Total liabilities	<u>\$ 3,228,886</u>	<u>\$ 3,316,095</u>	<u>\$ (3,228,886)</u>	<u>\$ 3,316,095</u>
No. 9 Staples				
ASSETS				
Cash and investments	\$ 30,623	\$ 29,449	\$ (30,623)	\$ 29,449
Due from other governments	<u>1,059</u>	<u>1,046</u>	<u>(1,059)</u>	<u>1,046</u>
Total assets	<u>\$ 31,682</u>	<u>\$ 30,495</u>	<u>\$ (31,682)</u>	<u>\$ 30,495</u>
LIABILITIES				
Due for special assessment debt service	<u>\$ 31,682</u>	<u>\$ 30,495</u>	<u>\$ (31,682)</u>	<u>\$ 30,495</u>
Total liabilities	<u>\$ 31,682</u>	<u>\$ 30,495</u>	<u>\$ (31,682)</u>	<u>\$ 30,495</u>
No. 12 Raley's Field				
ASSETS				
Cash and investments	\$ 804,805	\$ 817,884	\$ (804,805)	\$ 817,884
Due from other governments	<u>14,975</u>	<u>15,116</u>	<u>(14,975)</u>	<u>15,116</u>
Total assets	<u>\$ 819,780</u>	<u>\$ 833,000</u>	<u>\$ (819,780)</u>	<u>\$ 833,000</u>
LIABILITIES				
Due for special assessment debt service	<u>\$ 819,780</u>	<u>\$ 833,000</u>	<u>\$ (819,780)</u>	<u>\$ 833,000</u>
Total liabilities	<u>\$ 819,780</u>	<u>\$ 833,000</u>	<u>\$ (819,780)</u>	<u>\$ 833,000</u>

CITY OF WEST SACRAMENTO
 AGENCY FUNDS
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 For the year ended June 30, 2018

	Balance July 1, 2017	Additions	Deductions	Balance June 30, 2018
No. 14 Newport Estates				
ASSETS				
Cash and investments	\$ 552,818	\$ 539,164	\$ (552,818)	\$ 539,164
Due from other governments	40,042	39,907	(40,042)	39,907
Restricted assets:				
Cash and investments with fiscal agents	<u>587,103</u>	<u>608,305</u>	<u>(587,103)</u>	<u>608,305</u>
Total assets	<u>\$ 1,179,963</u>	<u>\$ 1,187,376</u>	<u>\$ (1,179,963)</u>	<u>\$ 1,187,376</u>
LIABILITIES				
Due for special assessment debt service	<u>\$ 1,179,963</u>	<u>\$ 1,187,376</u>	<u>\$ (1,179,963)</u>	<u>\$ 1,187,376</u>
Total liabilities	<u>\$ 1,179,963</u>	<u>\$ 1,187,376</u>	<u>\$ (1,179,963)</u>	<u>\$ 1,187,376</u>
No. 8 Series 2001				
ASSETS				
Interest receivable	\$ 43,443	\$ 43,443	\$ (43,443)	\$ 43,443
Restricted assets:				
Cash and investments with fiscal agents	<u>3,511,463</u>	<u>3,644,479</u>	<u>(3,511,463)</u>	<u>3,644,479</u>
Total assets	<u>\$ 3,554,906</u>	<u>\$ 3,687,922</u>	<u>\$ (3,554,906)</u>	<u>\$ 3,687,922</u>
LIABILITIES				
Accounts payable	\$ 63	\$ -	\$ (63)	\$ -
Due for special assessment debt service	<u>3,554,843</u>	<u>3,687,922</u>	<u>(3,554,843)</u>	<u>3,687,922</u>
Total liabilities	<u>\$ 3,554,906</u>	<u>\$ 3,687,922</u>	<u>\$ (3,554,906)</u>	<u>\$ 3,687,922</u>
No. 15 Pheasant Hollow				
ASSETS				
Cash and investments	\$ 125,798	\$ 127,117	\$ (125,798)	\$ 127,117
Due from other governments	<u>7,821</u>	<u>7,618</u>	<u>(7,821)</u>	<u>7,618</u>
Total assets	<u>\$ 133,619</u>	<u>\$ 134,735</u>	<u>\$ (133,619)</u>	<u>\$ 134,735</u>
LIABILITIES				
Accounts payable	\$ 10	\$ -	\$ (10)	\$ -
Due for special assessment debt service	<u>133,609</u>	<u>134,735</u>	<u>(133,609)</u>	<u>134,735</u>
Total liabilities	<u>\$ 133,619</u>	<u>\$ 134,735</u>	<u>\$ (133,619)</u>	<u>\$ 134,735</u>

CITY OF WEST SACRAMENTO
 AGENCY FUNDS
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 For the year ended June 30, 2018

	Balance July 1, 2017	Additions	Deductions	Balance June 30, 2018
No. 16 Bridgeway Lakes				
ASSETS				
Cash and investments	\$ 573,774	\$ 588,574	\$ (573,774)	\$ 588,574
Due from other governments	50,043	49,817	(50,043)	49,817
Restricted assets:				
Cash and investments with fiscal agents	<u>42,364</u>	<u>38,486</u>	<u>(42,364)</u>	<u>38,486</u>
Total assets	<u>\$ 666,181</u>	<u>\$ 676,877</u>	<u>\$ (666,181)</u>	<u>\$ 676,877</u>
LIABILITIES				
Due for special assessment debt service	<u>\$ 666,181</u>	<u>\$ 676,877</u>	<u>\$ (666,181)</u>	<u>\$ 676,877</u>
Total liabilities	<u>\$ 666,181</u>	<u>\$ 676,877</u>	<u>\$ (666,181)</u>	<u>\$ 676,877</u>
No. 17 Parella				
ASSETS				
Cash and investments	\$ 327,082	\$ 326,995	\$ (327,082)	\$ 326,995
Due from other governments	<u>18,943</u>	<u>18,719</u>	<u>(18,943)</u>	<u>18,719</u>
Total assets	<u>\$ 346,025</u>	<u>\$ 345,714</u>	<u>\$ (346,025)</u>	<u>\$ 345,714</u>
LIABILITIES				
Accounts payable	\$ 230	\$ -	\$ (230)	\$ -
Due for special assessment debt service	<u>345,795</u>	<u>345,714</u>	<u>(345,795)</u>	<u>345,714</u>
Total liabilities	<u>\$ 346,025</u>		<u>\$ (346,025)</u>	<u>\$ 345,714</u>
No. 18 Gateway Unit 4				
ASSETS				
Cash and investments	\$ 57,875	\$ 62,536	\$ (57,875)	\$ 62,536
Due from other governments	<u>3,197</u>	<u>3,183</u>	<u>(3,197)</u>	<u>3,183</u>
Total assets	<u>\$ 61,072</u>	<u>\$ 65,719</u>	<u>\$ (61,072)</u>	<u>\$ 65,719</u>
LIABILITIES				
Due for special assessment debt service	<u>\$ 61,072</u>	<u>\$ 65,719</u>	<u>\$ (61,072)</u>	<u>\$ 65,719</u>
Total liabilities	<u>\$ 61,072</u>	<u>\$ 65,719</u>	<u>\$ (61,072)</u>	<u>\$ 65,719</u>

CITY OF WEST SACRAMENTO
 AGENCY FUNDS
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 For the year ended June 30, 2018

	Balance July 1, 2017	Additions	Deductions	Balance June 30, 2018
No. 19 River Ranch				
ASSETS				
Cash and investments	\$ 189,235	\$ 190,675	\$ (189,235)	\$ 190,675
Due from other governments	10,399	10,169	(10,399)	10,169
Total assets	\$ 199,634	\$ 200,844	\$ (199,634)	\$ 200,844
LIABILITIES				
Accounts payable	\$ 46	\$ -	\$ (46)	\$ -
Due for special assessment debt service	199,588	200,844	(199,588)	200,844
Total liabilities	\$ 199,634	\$ 200,844	\$ (199,634)	\$ 200,844
No. 20 Bridgeway II				
ASSETS				
Cash and investments	\$ 678,533	\$ 690,885	\$ (678,533)	\$ 690,885
Due from other governments	36,523	36,456	(36,523)	36,456
Restricted assets:				
Cash and investments with fiscal agents	710,596	709,283	(710,596)	709,283
Total assets	\$ 1,425,652	\$ 1,436,624	\$ (1,425,652)	\$ 1,436,624
LIABILITIES				
Accounts payable	\$ 102	\$ -	\$ (102)	\$ -
Due for special assessment debt service	1,425,550	1,436,624	(1,425,550)	1,436,624
Total liabilities	\$ 1,425,652	\$ 1,436,624	\$ (1,425,652)	\$ 1,436,624
No. 21 Parlin Ranch Debt				
ASSETS				
Cash and investments	\$ 201,504	\$ 206,720	\$ (201,504)	\$ 206,720
Due from other governments	10,570	10,726	(10,570)	10,726
Total assets	\$ 212,074	\$ 217,446	\$ (212,074)	\$ 217,446
LIABILITIES				
Accounts payable	\$ 36	\$ -	\$ (36)	\$ -
Due for special assessment debt service	212,038	217,446	(212,038)	217,446
Total liabilities	\$ 212,074	\$ 217,446	\$ (212,074)	\$ 217,446

CITY OF WEST SACRAMENTO
 AGENCY FUNDS
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 For the year ended June 30, 2018

	Balance July 1, 2017	Additions	Deductions	Balance June 30, 2018
No. 23 Triangle Area Debt				
ASSETS				
Cash and investments	\$ 444,913	\$ 448,211	\$ (444,913)	\$ 448,211
Due from other governments	19,535	19,489	(19,535)	19,489
Total assets	<u>\$ 464,448</u>	<u>\$ 467,700</u>	<u>\$ (464,448)</u>	<u>\$ 467,700</u>
LIABILITIES				
Accounts payable	\$ 35	\$ -	\$ (35)	\$ -
Due for special assessment debt service	464,413	467,700	(464,413)	467,700
Total liabilities	<u>\$ 464,448</u>	<u>\$ 467,700</u>	<u>\$ (464,448)</u>	<u>\$ 467,700</u>
2006 Special Tax Revenue Bond				
ASSETS				
Restricted assets:				
Cash and investments with fiscal agents	\$ 2,146,495	\$ 2,074,523	\$ (2,146,495)	\$ 2,074,523
Total assets	<u>\$ 2,146,495</u>	<u>\$ 2,074,523</u>	<u>\$ (2,146,495)</u>	<u>\$ 2,074,523</u>
LIABILITIES				
Accounts payable	\$ 100	\$ 600	\$ (100)	\$ 600
Due for special assessment debt service	2,146,395	2,073,923	(2,146,395)	2,073,923
Total liabilities	<u>\$ 2,146,495</u>	<u>\$ 2,074,523</u>	<u>\$ (2,146,495)</u>	<u>\$ 2,074,523</u>
No. 10 Bridgeway Series 2006				
ASSETS				
Cash and investments	\$ 1,731,413	\$ 1,757,775	\$ (1,731,413)	\$ 1,757,775
Due from other governments	97,907	97,365	(97,907)	97,365
Total assets	<u>\$ 1,829,320</u>	<u>\$ 1,855,140</u>	<u>\$ (1,829,320)</u>	<u>\$ 1,855,140</u>
LIABILITIES				
Accounts payable	\$ 339	\$ -	\$ (339)	\$ -
Due for special assessment debt service	1,828,981	1,855,140	(1,828,981)	1,855,140
Total liabilities	<u>\$ 1,829,320</u>	<u>\$ 1,855,140</u>	<u>\$ (1,829,320)</u>	<u>\$ 1,855,140</u>

CITY OF WEST SACRAMENTO
 AGENCY FUNDS
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 For the year ended June 30, 2018

	Balance July 1, 2017	Additions	Deductions	Balance June 30, 2018
No. 11 Gateway Series 2006				
ASSETS				
Cash and investments	\$ 337,137	\$ 344,315	\$ (337,137)	\$ 344,315
Due from other governments	18,339	18,279	(18,339)	18,279
Total assets	<u>\$ 355,476</u>	<u>\$ 362,594</u>	<u>\$ (355,476)</u>	<u>\$ 362,594</u>
LIABILITIES				
Accounts payable	\$ 57	\$ -	\$ (57)	\$ -
Due for special assessment debt service	355,419	362,594	(355,419)	362,594
Total liabilities	<u>\$ 355,476</u>	<u>\$ 362,594</u>	<u>\$ (355,476)</u>	<u>\$ 362,594</u>
No. 24 Bridgeway				
ASSETS				
Cash and investments	\$ 110,480	\$ 119,157	\$ (110,480)	\$ 119,157
Due from other governments	4,155	4,397	(4,155)	4,397
Total assets	<u>\$ 114,635</u>	<u>\$ 123,554</u>	<u>\$ (114,635)</u>	<u>\$ 123,554</u>
LIABILITIES				
Due for special assessment debt service	\$ 114,635	\$ 123,554	\$ (114,635)	\$ 123,554
Total liabilities	<u>\$ 114,635</u>	<u>\$ 123,554</u>	<u>\$ (114,635)</u>	<u>\$ 123,554</u>
No. 26 Yarborough				
ASSETS				
Cash and investments	\$ 157,751	\$ 3,655,224	\$ (157,751)	\$ 3,655,224
Due from other governments	16,460	202,562	(16,460)	202,562
Restricted assets:				
Cash and investments with fiscal agents	313,605	312,920	(313,605)	312,920
Total assets	<u>\$ 487,816</u>	<u>\$ 4,170,706</u>	<u>\$ (487,816)</u>	<u>\$ 4,170,706</u>
LIABILITIES				
Due for special assessment debt service	\$ 487,816	\$ 4,170,706	\$ (487,816)	\$ 4,170,706
Total liabilities	<u>\$ 487,816</u>	<u>\$ 4,170,706</u>	<u>\$ (487,816)</u>	<u>\$ 4,170,706</u>

CITY OF WEST SACRAMENTO
 AGENCY FUNDS
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 For the year ended June 30, 2018

	<u>Balance</u> <u>July 1, 2017</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>June 30, 2018</u>
No. 27 Bridge				
ASSETS				
Cash and investments	\$ 1,077,216	\$ 1,691,638	\$ (1,077,216)	\$ 1,691,638
Due from other governments	45,826	87,021	(45,826)	87,021
Restricted assets:				
Cash and investments with fiscal agents	<u>1,034,950</u>	<u>1,031,154</u>	<u>(1,034,950)</u>	<u>1,031,154</u>
Total assets	<u>\$ 2,157,992</u>	<u>\$ 2,809,813</u>	<u>\$ (2,157,992)</u>	<u>\$ 2,809,813</u>
LIABILITIES				
Accounts payable	\$ 36	\$ -	\$ (36)	\$ -
Due for special assessment debt service	<u>2,157,956</u>	<u>2,809,813</u>	<u>(2,157,956)</u>	<u>2,809,813</u>
Total liabilities	<u>\$ 2,157,992</u>	<u>\$ 2,809,813</u>	<u>\$ (2,157,992)</u>	<u>\$ 2,809,813</u>
No. 27 Bridge Series 2017				
ASSETS				
Restricted assets:				
Cash and investments with fiscal agents	<u>\$ -</u>	<u>\$ 762,041</u>	<u>\$ -</u>	<u>\$ 762,041</u>
Total assets	<u>\$ -</u>	<u>\$ 762,041</u>	<u>\$ -</u>	<u>\$ 762,041</u>
LIABILITIES				
Due for special assessment debt service	<u>\$ -</u>	<u>\$ 762,041</u>	<u>\$ -</u>	<u>\$ 762,041</u>
Total liabilities	<u>\$ -</u>	<u>\$ 762,041</u>	<u>\$ -</u>	<u>\$ 762,041</u>
No. 28 Rivers II				
ASSETS				
Cash and investments	\$ 18,149	\$ 17,493	\$ (18,149)	\$ 17,493
Total assets	<u>\$ 18,149</u>	<u>\$ 17,493</u>	<u>\$ (18,149)</u>	<u>\$ 17,493</u>
LIABILITIES				
Due for special assessment debt service	<u>\$ 18,149</u>	<u>\$ 17,493</u>	<u>\$ (18,149)</u>	<u>\$ 17,493</u>
Total liabilities	<u>\$ 18,149</u>	<u>\$ 17,493</u>	<u>\$ (18,149)</u>	<u>\$ 17,493</u>

CITY OF WEST SACRAMENTO
 AGENCY FUNDS
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 For the year ended June 30, 2018

	<u>Balance</u> <u>July 1, 2017</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>June 30, 2018</u>
Business Improvement Fund				
ASSETS				
Cash and investments	\$ 7,968	\$ 8,021	\$ (7,968)	\$ 8,021
Total assets	<u>\$ 7,968</u>	<u>\$ 8,021</u>	<u>\$ (7,968)</u>	<u>\$ 8,021</u>
LIABILITIES				
Due for special assessment debt service	\$ 7,968	\$ 8,021	\$ (7,968)	\$ 8,021
Total liabilities	<u>\$ 7,968</u>	<u>\$ 8,021</u>	<u>\$ (7,968)</u>	<u>\$ 8,021</u>
River City Stadium Financing Authority Fund				
ASSETS				
Cash and investments	\$ 13,410	\$ (2,940)	\$ (13,410)	\$ (2,940)
Accounts receivable	4,562	2,940	(4,562)	2,940
Restricted assets:				
Cash and investments with fiscal agents	<u>6,783,676</u>	<u>6,731,045</u>	<u>(6,783,676)</u>	<u>6,731,045</u>
Total assets	<u>\$ 6,801,648</u>	<u>\$ 6,731,045</u>	<u>\$ (6,801,648)</u>	<u>\$ 6,731,045</u>
LIABILITIES				
Accounts payable	\$ 14,466	\$ -	\$ (14,466)	\$ -
Due for special assessment debt service	<u>6,787,182</u>	<u>6,731,045</u>	<u>(6,787,182)</u>	<u>6,731,045</u>
Total liabilities	<u>\$ 6,801,648</u>	<u>\$ 6,731,045</u>	<u>\$ (6,801,648)</u>	<u>\$ 6,731,045</u>
Sacramento Yolo Finance Authority Fund				
ASSETS				
Cash and investments	\$ 123,261	\$ 124,082	\$ (123,261)	\$ 124,082
Total assets	<u>\$ 123,261</u>	<u>\$ 124,082</u>	<u>\$ (123,261)</u>	<u>\$ 124,082</u>
LIABILITIES				
Due to other governments	\$ 121,952	\$ -	\$ (121,952)	\$ -
Due for special assessment debt service	<u>1,309</u>	<u>124,082</u>	<u>(1,309)</u>	<u>124,082</u>
Total liabilities	<u>\$ 123,261</u>	<u>\$ 124,082</u>	<u>\$ (123,261)</u>	<u>\$ 124,082</u>

CITY OF WEST SACRAMENTO
 AGENCY FUNDS
 COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 For the year ended June 30, 2018

	Balance July 1, 2017	Additions	Deductions	Balance June 30, 2018
West Sacramento Area Flood Control Agency Fund				
ASSETS				
Cash and investments	\$ 11,090,610	\$ 6,772,058	\$ (11,090,610)	\$ 6,772,058
Accounts receivable	14,807	10,219	(14,807)	10,219
Grants receivable	22,211,563	15,536,074	(22,211,563)	15,536,074
Due from other governments	988,540	5,657,924	(988,540)	5,657,924
Restricted assets:				
Cash and investments	27,305,049	6,284,825	(27,305,049)	6,284,825
Cash and investments with fiscal agents	<u>2,558,762</u>	<u>2,487,654</u>	<u>(2,558,762)</u>	<u>2,487,654</u>
Total assets	<u>\$ 64,169,331</u>	<u>\$ 36,748,754</u>	<u>\$ (64,169,331)</u>	<u>\$ 36,748,754</u>
LIABILITIES				
Accounts payable and other liabilities	\$ 4,190,066	\$ 9,429,564	\$ (4,190,066)	\$ 9,429,564
Due to other governments	33,778,498	26,159,060	(33,778,498)	26,159,060
Unearned revenue	<u>26,200,767</u>	<u>1,160,130</u>	<u>(26,200,767)</u>	<u>1,160,130</u>
Total liabilities	<u>\$ 64,169,331</u>	<u>\$ 36,748,754</u>	<u>\$ (64,169,331)</u>	<u>\$ 36,748,754</u>
Total Agency Funds				
ASSETS				
Cash and investments	\$ 21,985,545	\$ 22,028,079	\$ (21,985,545)	\$ 22,028,079
Accounts receivable	19,369	13,159	(19,369)	13,159
Grants receivable	22,211,563	15,536,074	(22,211,563)	15,536,074
Interest receivable	43,443	43,443	(43,443)	43,443
Due from other governments	1,542,990	6,438,003	(1,542,990)	6,438,003
Restricted assets:				
Cash and investments	27,305,049	6,284,825	(27,305,049)	6,284,825
Cash and investments with fiscal agents	<u>19,048,013</u>	<u>19,768,120</u>	<u>(19,048,013)</u>	<u>19,768,120</u>
Total assets	<u>\$ 92,155,972</u>	<u>\$ 70,111,703</u>	<u>\$ (92,155,972)</u>	<u>\$ 70,111,703</u>
LIABILITIES				
Accounts payable and other liabilities	\$ 4,212,071	\$ 9,433,164	\$ (4,212,071)	\$ 9,433,164
Due to other governments	34,090,737	26,448,738	(34,090,737)	26,448,738
Unearned revenue	26,200,767	1,160,130	(26,200,767)	1,160,130
Due for special assessment debt service	<u>27,652,397</u>	<u>33,069,671</u>	<u>(27,652,397)</u>	<u>33,069,671</u>
Total liabilities	<u>\$ 92,155,972</u>	<u>\$ 70,111,703</u>	<u>\$ (92,155,972)</u>	<u>\$ 70,111,703</u>

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STATISTICAL SECTION

CITY OF WEST SACRAMENTO
STATISTICAL SECTION

This part of the City of West Sacramento's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

Financial Trends

These schedules contain financial trend information for assessing the City's financial performance and well-being over time.

1. Net Position by Component
2. Changes in Net Position
3. Fund Balances of Governmental Funds
4. Changes in Fund Balance of Governmental Funds

Revenue Capacity

These schedules present revenue capacity information to assess the City's ability to generate revenues. Property taxes, sales and use taxes, charges for services and developer fees and contributions are the City's most significant revenue sources.

1. Assessed Value of Taxable Property
2. Direct and Overlapping Property Tax Rates
3. Principal Property Taxpayers
4. Property Tax Levies and Collections

Debt Capacity

These schedules present information to assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt.

1. Ratio of Outstanding Debt by Type
2. Ratio of General Bonded Debt Outstanding
3. Computation of Direct and Overlapping Debt
4. Computation of Legal Bonded Debt Margin
5. Bonded Debt Pledged Revenue Coverage:
 - a. Water Revenue Bonds
 - b. Redevelopment Agency and Successor Agency Tax Allocation Bonds

Demographic and Economic Information

These schedules provide information on the demographic and economic environment in which the City conducts business.

1. Demographic and Economic Statistics
2. Principal Employers

CITY OF WEST SACRAMENTO
STATISTICAL SECTION

Operating Information

These schedules provide information on the City's service infrastructure to assist the reader in understanding how the information in the City's financial report relates to the services the City provides and the activities it performs

1. Principle Sales Tax Remitters
2. Full-Time Equivalent City Government Employees by Function
3. Operating Indicators by Function/Program
4. Capital Asset Statistics by Function/Program

Sources

Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports of the relevant years.

CITY OF WEST SACRAMENTO

NET POSITION BY COMPONENTS
 LAST TEN FISCAL YEARS
 (accrual basis of accounting)
 (amounts expressed in thousands)

	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
GOVERNMENTAL ACTIVITIES										
Net investment in capital assets	\$ 329,869	\$ 327,460	\$ 332,044	\$ 330,739	\$ 314,738	\$ 320,836	\$ 303,784	\$ 228,003	\$ 204,839	\$ 206,618
Restricted	59,678	89,067	94,407	88,076	80,814	78,615	64,432	85,535	89,176	110,414
Unrestricted	49,602	8,628	(4,204)	(5,636)	49,714	43,752	63,536	40,441	28,051	2,894
Total governmental activities net position	\$ 439,149	\$ 425,155	\$ 422,247	\$ 413,179	\$ 445,266	\$ 443,203	\$ 431,752	\$ 353,979	\$ 322,066	\$ 319,926
BUSINESS-TYPE ACTIVITIES										
Net investment in capital assets	\$ 87,192	\$ 108,234	\$ 107,080	\$ 104,892	\$ 109,835	\$ 118,850	\$ 111,529	\$ 106,994	\$ 91,901	\$ 98,769
Restricted	24,132	159	1,101	1,465	1,466	132	9,959	10,001	10,001	10,163
Unrestricted	10,958	18,606	19,333	19,848	20,626	14,273	14,042	12,578	27,977	21,040
Total business-type activities net position	\$ 122,282	\$ 126,999	\$ 127,514	\$ 126,205	\$ 131,927	\$ 133,255	\$ 135,530	\$ 129,573	\$ 129,879	\$ 129,972
PRIMARY GOVERNMENT										
Net investment in capital assets	\$ 417,061	\$ 435,694	\$ 439,124	\$ 435,631	\$ 424,573	\$ 439,686	\$ 415,313	\$ 334,997	\$ 296,740	\$ 305,387
Restricted	83,810	89,226	95,508	89,541	82,280	78,747	74,391	95,536	99,177	120,577
Unrestricted	60,561	27,234	15,129	14,212	70,340	58,025	77,578	53,019	56,028	23,934
Total primary government net position	\$ 561,432	\$ 552,154	\$ 549,761	\$ 539,384	\$ 577,193	\$ 576,458	\$ 567,282	\$ 483,552	\$ 451,945	\$ 449,898

NOTE: Information was not available from the City's pension plan to report both the pension liability and changes in pension liability under GASB Statement No. 68 prior to 2015. Consequently, the amounts reported above are prior to restatement

Source: City Finance Division

CITY OF WEST SACRAMENTO

CHANGES IN NET POSITION
 LAST TEN FISCAL YEARS
 (accrual basis of accounting)
 (amounts expressed in thousands)

	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
EXPENSES										
Governmental activities:										
General government	\$ 7,814	\$ 5,534	\$ 8,404	\$ 11,856	\$ 11,478	\$ 10,228	\$ 20,854	\$ 10,692	\$ 10,800	\$ 9,304
Public works	32,062	22,356	19,521	19,907	24,286	19,863	18,821	25,643	30,234	25,096
Public safety	35,357	40,119	34,171	29,331	29,167	29,763	30,905	30,295	32,588	33,303
Community development	4,809	6,567	7,002	6,373	5,924	5,684	4,359	4,838	4,551	8,567
Landscaping and street lighting	2,847	2,462	2,323	2,189	2,359	2,226	9,844	10,010	9,166	8,364
Culture and recreation	8,942	9,008	9,194	11,577	7,332	4,429	6,319	6,069	5,408	5,575
Housing rehabilitation	874	493	584	3,476	1,821	1,008	5,741	5,791	1,595	2,948
Interest on long-term debt	864	916	959	751	1,282	1,063	3,789	6,454	6,370	7,269
	<u>93,569</u>	<u>87,455</u>	<u>82,158</u>	<u>85,460</u>	<u>83,649</u>	<u>74,264</u>	<u>100,632</u>	<u>99,792</u>	<u>100,712</u>	<u>100,426</u>
Business-type activities:										
Sewer	13,028	13,684	12,010	11,404	9,727	8,738	8,331	7,877	7,873	9,536
Water	13,925	13,673	11,283	11,460	10,080	11,020	10,321	10,312	9,625	10,665
Port	3,600	3,181	3,111	3,181	3,218	6,584	4,637	2,301	3,781	6,032
Refuse	7,409	7,194	7,046	6,528	6,338	6,228	6,127	6,051	6,165	6,058
	<u>37,962</u>	<u>37,732</u>	<u>33,450</u>	<u>32,573</u>	<u>29,363</u>	<u>32,570</u>	<u>29,416</u>	<u>26,541</u>	<u>27,444</u>	<u>32,291</u>
	<u>131,531</u>	<u>125,187</u>	<u>115,608</u>	<u>118,033</u>	<u>113,012</u>	<u>106,834</u>	<u>130,048</u>	<u>126,333</u>	<u>128,156</u>	<u>132,717</u>
PROGRAM REVENUES										
Governmental activities:										
Charges for services:										
General government	1,730	2,289	2,984	2,772	2,871	4,154	2,724	3,825	2,494	2,927
Public works	3,714	2,938	3,041	4,939	4,303	3,168	3,349	6,558	3,144	3,147
Public safety	874	639	748	578	541	668	571	814	841	876
Community development	3,737	3,487	2,884	3,122	2,859	2,409	1,650	1,926	3,131	1,777
Landscaping and street lighting	16	142	-	124	1	-	-	4	4	14
Culture and recreation	2,698	2,692	2,724	2,460	2,564	2,139	2,516	2,209	1,930	1,690
Housing rehabilitation	381	277	167	569	1,181	207	271	287	323	42
Operating grants and contributions	17,526	17,477	22,332	21,124	17,977	16,524	21,789	32,051	12,827	7,562
Capital grants and contributions	21,742	7,178	5,424	7,317	4,415	13,179	11,622	14,421	9,644	17,774
	<u>\$ 52,418</u>	<u>\$ 37,119</u>	<u>\$ 40,304</u>	<u>\$ 43,005</u>	<u>\$ 36,712</u>	<u>\$ 42,448</u>	<u>\$ 44,492</u>	<u>\$ 62,095</u>	<u>\$ 34,338</u>	<u>\$ 35,809</u>

CITY OF WEST SACRAMENTO

CHANGES IN NET POSITION (Continued)
 LAST TEN FISCAL YEARS
 (accrual basis of accounting)
 (amounts expressed in thousands)

	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
Business-type activities:										
Charges for services:										
Sewer	\$ 12,894	\$ 13,037	\$ 11,613	\$ 11,191	\$ 9,697	\$ 8,873	\$ 7,968	\$ 7,346	\$ 7,215	\$ 7,373
Water	14,759	11,693	10,719	10,564	11,523	11,606	10,970	9,405	9,444	9,905
Port	2,538	2,736	2,268	2,098	2,573	3,272	2,879	2,760	3,089	4,235
Refuse	8,387	7,318	7,151	6,777	6,323	6,336	6,366	6,334	6,351	6,381
Operating grants and contributions	229	570	553	107	173	2,636	-	-	-	-
Capital grants and contributions	-	1,025	-	-	-	919	-	-	-	274
	<u>38,807</u>	<u>36,379</u>	<u>32,304</u>	<u>30,737</u>	<u>30,289</u>	<u>33,642</u>	<u>28,183</u>	<u>25,845</u>	<u>26,099</u>	<u>28,168</u>
	91,225	73,498	72,608	73,742	67,001	76,090	72,675	87,940	60,437	63,977
NET (EXPENSES) REVENUES										
Governmental activities	(41,151)	(50,336)	(41,854)	(42,455)	(46,937)	(31,816)	(56,140)	(37,697)	(66,374)	(64,617)
Business-type activities	845	(1,353)	(1,146)	(1,836)	926	1,072	(1,233)	(696)	(1,345)	(4,123)
	<u>(40,306)</u>	<u>(51,689)</u>	<u>(43,000)</u>	<u>(44,291)</u>	<u>(46,011)</u>	<u>(30,744)</u>	<u>(57,373)</u>	<u>(38,393)</u>	<u>(67,719)</u>	<u>(68,740)</u>
GENERAL REVENUES AND OTHER CHANGES IN NET POSITION										
Governmental activities:										
Taxes										
Property Taxes	25,013	23,860	22,424	21,014	19,096	18,039	31,904	42,563	43,853	45,646
Sales and use tax	27,008	23,034	24,034	23,156	22,339	21,679	18,959	17,056	18,037	20,184
Transient occupancy tax	1,686	1,580	1,421	1,290	1,129	1,019	901	932	827	863
Other taxes	2,958	1,811	1,756	1,862	1,627	1,541	1,380	1,576	1,398	1,401
Intergovernmental, unrestricted	1,310	75	65	37	22	25	70	599	132	1,145
Investment earnings	1,544	1,556	2,215	1,410	2,122	1,244	1,950	3,471	2,292	8,688
Miscellaneous	1,037	1,974	208	730	239	293	3,596	1,535	58,038	736
Special Items:										
Successor Agency assets and liabilities	-	-	-	-	-	-	84,537	-	-	-
Contribution of assets by Successor Agency	-	-	-	15,141	-	-	-	-	-	-
Contribution of land to Successor Agency	-	-	-	(1,446)	-	-	-	-	-	-
Forgiven Lighthouse Assessment District loan	-	-	-	1,400	-	-	-	-	-	-
Transfers	5,438	(646)	(1,201)	2,757	2,427	2,143	3,889	1,878	1,357	2,243
Total governmental activities	<u>\$ 65,994</u>	<u>\$ 53,244</u>	<u>\$ 50,922</u>	<u>\$ 67,351</u>	<u>\$ 49,001</u>	<u>\$ 45,983</u>	<u>\$ 147,186</u>	<u>\$ 69,610</u>	<u>\$ 125,934</u>	<u>\$ 80,906</u>

CITY OF WEST SACRAMENTO
 CHANGES IN NET POSITION (Continued)
 LAST TEN FISCAL YEARS
 (accrual basis of accounting)
 (amounts expressed in thousands)

	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
Business-type activities:										
Intergovernmental, unrestricted	\$ -	\$ -	\$ 100	\$ 198	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment earnings	384	192	219	124	95	95	83	183	158	630
Miscellaneous	282	-	53	(3)	58	184	10,995	2,085	2,450	163
Gain on disposal of capital assets	211	-	882	-	19	-	-	-	-	-
Special Items: Treatment plant impairment loss									(1,357)	-
Transfers	(5,438)	646	1,201	(2,757)	(2,427)	(2,144)	(3,889)	(1,878)	-	(2,243)
Total business-type activities	(4,561)	838	2,455	(2,438)	(2,255)	(1,865)	7,189	390	1,251	(1,450)
Total primary government	61,433	54,082	53,377	64,913	46,746	44,118	154,375	70,000	127,185	79,456
Changes in Net Position										
Governmental activities	24,843	2,909	9,068	24,896	2,064	14,167	91,046	31,913	59,560	16,289
Business-type activities	(3,716)	(515)	1,309	(4,274)	(1,329)	(793)	5,956	(306)	(94)	(5,573)
Total primary government	\$ 21,127	\$ 2,394	\$ 10,377	\$ 20,622	\$ 735	\$ 13,374	\$ 97,002	\$ 31,607	\$ 59,466	\$ 10,716

NOTE: Information was not available from the City's pension plan to report both the pension liability and changes in pension liability under GASB Statement No. 68 prior to 2015. Consequently, the amounts reported above are prior to restatement.

Source: City Finance Division

CITY OF WEST SACRAMENTO

FUND BALANCES OF GOVERNMENTAL FUNDS

LAST TEN FISCAL YEARS

(modified accrual basis of accounting)

(amounts expressed in thousands)

	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
GENERAL FUND										
Nonspendable	\$ 8,884	\$ 8,982	\$ 9,353	\$ 12,829	\$ 8,560	\$ 4,162	\$ 5,118	\$ 9,890	\$ 6,171	\$ 7,708
Restricted	-	-	1,900	1,900	1,900	1,900	24,879	13,921	16,998	18,854
Committed	14,282	9,613	9,293	8,493	7,600	5,400	-	-	-	-
Assigned	3,169	3,169	3,716	4,264	-	-	-	-	-	-
Unassigned	20,452	25,162	16,030	12,913	21,703	24,422	-	-	-	-
TOTAL GENERAL FUND	\$ 46,787	\$ 46,926	\$ 40,292	\$ 40,399	\$ 39,763	\$ 35,884	\$ 29,997	\$ 23,811	\$ 23,169	\$ 26,562
ALL OTHER GOVERNMENTAL FUNDS										
Reserved							\$ 102,847	\$ 42,668	\$ 80,663	\$ 76,496
Nonspendable	\$ 11,067	\$ 60,553	\$ 56,403	\$ 54,195	\$ 53,317	\$ 49,399	-	-	-	-
Restricted	80,889	27,510	33,085	32,625	26,159	31,009	-	-	-	-
Committed	40,942	19,010	20,000	22,284	24,826	26,819	-	-	-	-
Assigned	-	335	332	328	328	327	-	-	-	-
Unassigned, reported in										
Special revenue funds	-	(35)	(631)	(200)	(6,117)	(5,229)	(5,360)	-	10,802	9,716
Debt service funds	-	-	-	-	-	-	(42)	-	84	-
Capital projects funds	(6,271)	(6,427)	(6,551)	(6,461)	(6,966)	(6,961)	(7,270)	-	9,248	26,749
TOTAL ALL OTHER										
GOVERNMENTAL FUNDS	\$ 126,627	\$ 100,946	\$ 102,638	\$ 102,771	\$ 91,547	\$ 95,364	\$ 90,175	\$ 42,668	\$ 100,797	\$ 112,961

NOTE 1: The City implemented GASB statement No. 54 during Fiscal Year 2013, resulting in reserved fund balances in governmental funds being reclassified into the current categories. This change was implemented prospectively.

Source: City Finance Division

CITY OF WEST SACRAMENTO

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
 LAST TEN FISCAL YEARS
 (modified accrual basis of accounting)
 (amounts expressed in thousands)

	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
REVENUES										
Taxes	\$ 54,070	\$ 48,675	\$ 48,106	\$ 45,659	\$ 42,732	\$ 40,896	\$ 51,631	\$ 60,547	\$ 62,576	\$ 66,580
Special benefit assessment for operations	9,085	8,533	8,590	6,011	6,843	8,956	3,724	2,495	2,182	2,103
Contributions from developers and homeowners	15,008	4,626	6,006	4,859	5,263	6,615	10,342	22,789	4,486	11,821
Franchise fees	2,298	1,335	1,252	1,267	1,191	1,144	1,136	1,097	1,026	1,030
Fees, licenses and permits	6,616	4,296	2,944	9,133	4,759	4,550	2,975	2,532	4,704	5,874
Fines and forfeitures	297	242	286	216	187	126	135	207	207	251
Use of money and property	1,256	364	1,076	418	272	546	2,003	3,475	2,307	8,700
Intergovernmental revenues	8,957	8,816	11,334	12,991	7,243	10,523	19,698	22,488	15,890	12,895
Charges for services	9,427	8,734	7,542	7,456	7,989	6,196	5,995	5,484	5,659	4,368
Contributions from Successor Agency	-	-	-	-	-	4,059	-	-	-	-
Program income	-	-	-	-	-	-	-	-	-	-
Other revenues	2,211	3,896	2,240	2,665	1,892	5,992	6,013	7,670	2,825	2,382
	<u>109,225</u>	<u>89,517</u>	<u>89,376</u>	<u>90,675</u>	<u>78,371</u>	<u>89,603</u>	<u>103,652</u>	<u>128,784</u>	<u>101,862</u>	<u>116,004</u>
EXPENDITURES										
General government	11,882	2,370	6,803	11,007	8,948	9,282	19,958	9,410	10,332	8,716
Public works	13,778	12,330	10,924	11,600	13,092	11,386	20,265	25,533	27,521	24,517
Public safety	31,743	36,476	34,155	28,683	29,063	28,864	29,950	29,802	31,192	31,971
Community development	4,501	6,258	6,896	6,221	5,804	5,444	4,261	4,011	3,978	7,997
Landscaping and street lighting	2,755	2,462	2,315	2,176	2,330	2,226	2,131	2,196	1,974	1,967
Culture and recreation	8,183	7,573	8,089	6,881	6,643	5,433	5,592	5,415	5,367	5,461
Housing rehabilitation	874	493	593	2,010	1,821	813	11,916	5,465	3,757	8,488
Capital outlay	14,958	12,493	18,340	12,928	10,634	18,141	20,005	34,455	26,677	24,709
Debt service:										
Principal payments	2,911	3,061	2,686	2,480	2,577	1,431	11,000	3,779	3,653	4,129
Issuance costs paid	-	-	35	-	-	89	-	-	-	-
Interest and fiscal charges	836	889	922	919	1,179	960	9,119	6,527	6,731	7,066
	<u>92,421</u>	<u>84,405</u>	<u>91,758</u>	<u>84,905</u>	<u>82,091</u>	<u>84,069</u>	<u>134,197</u>	<u>126,593</u>	<u>121,182</u>	<u>125,021</u>
Excess (deficiency) of revenues over expenditures	16,804	5,112	(2,382)	5,770	(3,720)	5,534	(30,545)	2,191	(19,320)	(9,017)

CITY OF WEST SACRAMENTO

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS (Continued)

LAST TEN FISCAL YEARS

(modified accrual basis of accounting)

(amounts expressed in thousands)

	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
OTHER FINANCING SOURCES (USES)										
Payment to refunding escrow agent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (7,822)	\$ -	\$ -	\$ -	\$ -
Refunding of bond issue costs	-	-	-	-	-	-	-	-	-	-
Proceeds from sale of capital assets	3,300	123	22	1,840	55	867	766	440	38	3
Proceeds from issuance of debt	-	353	3,323	1,492	1,300	10,354	17,627	-	2,368	-
Transfers in	32,615	11,870	16,815	24,479	22,046	21,372	29,026	22,452	28,683	35,583
Transfers out	(27,177)	(12,516)	(18,016)	(21,722)	(19,620)	(19,228)	(25,136)	(20,573)	(27,326)	(33,339)
	8,738	(170)	2,144	6,089	3,781	5,543	22,283	2,319	3,763	2,247
Net change in fund balances	\$ 25,542	\$ 4,942	\$ (238)	\$ 11,859	\$ 61	\$ 11,077	\$ (8,262)	\$ 4,510	\$ (15,557)	\$ (6,770)
Debt service as a percentage of noncapital expenditures	4.8%	5.5%	5.0%	4.7%	5.3%	3.8%	17.6%	11.2%	11.0%	11.2%

Source: City Finance Division

CITY OF WEST SACRAMENTO

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
 LAST TEN FISCAL YEARS
 (tax rate per \$100 of assessed value)

Fiscal Year Ended June 30	Residential Property	Commercial Property	Industrial Property	Rural Property	Total Taxable Assessed Value ⁽¹⁾	Total Direct Tax Rate
2009	\$ 3,083,112,185	\$ 746,177,650	\$ 1,046,399,275	\$ 495,702,205	\$ 5,371,391,315	1.0000
2010	\$ 2,713,391,487	\$ 736,892,179	\$ 1,190,684,052	\$ 428,494,305	\$ 5,069,462,023	1.0000
2011	\$ 2,611,728,813	\$ 770,362,958	\$ 1,090,248,638	\$ 466,530,830	\$ 4,938,871,239	1.0000
2012	\$ 2,521,019,014	\$ 762,460,367	\$ 1,084,902,102	\$ 460,443,882	\$ 4,828,825,365	1.0000
2013	\$ 2,390,456,495	\$ 826,461,975	\$ 1,081,749,090	\$ 387,557,652	\$ 4,686,225,212	1.0000
2014	\$ 2,527,440,451	\$ 861,097,407	\$ 1,067,256,406	\$ 415,021,042	\$ 4,870,815,306	1.0000
2015	\$ 2,911,448,351	\$ 852,966,247	\$ 1,086,329,095	\$ 391,518,816	\$ 5,242,262,509	1.0000
2016	\$ 3,198,076,385	\$ 872,281,981	\$ 1,170,227,505	\$ 407,490,615	\$ 5,648,076,486	1.0000
2017	\$ 3,418,952,537	\$ 876,707,082	\$ 1,210,252,185	\$ 462,111,815	\$ 5,968,023,619	1.0000
2018	\$ 3,610,347,763	\$ 898,080,802	\$ 1,224,327,014	\$ 501,047,158	\$ 6,233,802,737	1.0000

⁽¹⁾ Includes the assessed value of the Redevelopment Agency of \$2,816,329,249 (2009); \$2,893,961,153 (2010); \$2,077,868,964 (2013); \$2,424,781,608 (2014); \$2,449,410,832 (2015); \$2,670,024,211 (2016); \$3,270,136,086 (2017) and \$3,354,775,638 (2018).

NOTE 1: In 1978 the voters of the State of California passed Proposition 13 which limited property taxes to a total maximum rate of 1% based upon the assessed value of property being taxed. Each year, the assessed value of property may be increased by an "inflation factor" (limited to a maximum increase of 2%). With few exceptions, property is only reassessed at the time that it is sold to a new owner. At that point, the new assessed value is reassessed at the purchase price of the property sold. The assessed valuation data shown above represents the only data currently available with respect to the actual market value of taxable property and is subject to the limitations described above.

Sources: Assessed value data provided by the California Municipal Statistics, Inc.

CITY OF WEST SACRAMENTO

DIRECT AND OVERLAPPING PROPERTY TAX RATES
 LAST TEN FISCAL YEARS
 (rate per \$100 of assessed value)

Fiscal Year Ended June 30	City Direct Rates			Overlapping Rates			Total Direct Rate
	Basic Rate	General Obligation Debt Service	Total City Direct Rate	Washington Unified School District	Los Rios Community College District	Yolo County	
2009	1.0000	-	1.0000	0.0475	0.0074	1.0549	1.1098
2010	1.0000	-	1.0000	0.0475	0.0124	1.0599	1.1198
2011	1.0000	-	1.0000	0.0595	0.0090	1.0685	1.1370
2012	1.0000	-	1.0000	0.0595	0.0192	1.0787	1.1574
2013	1.0000	-	1.0000	0.0595	0.0193	1.0788	1.1576
2014	1.0000	-	1.0000	0.0695	0.0181	1.0876	1.1752
2015	1.0000	-	1.0000	0.0695	0.0113	1.0808	1.1616
2016	1.0000	-	1.0000	0.1083	0.0091	1.1174	1.2348
2017	1.0000	-	1.0000	0.1082	0.0141	1.1223	1.2446
2018	1.0000	-	1.0000	0.1038	0.0130	1.1168	1.2336

NOTE 1: In 1978, California voters passed Proposition 13 which sets the property tax rate at a 1.00% fixed amount. This 1.00% is shared by all taxing agencies for which the subject property resides within. In addition to the 1.00% fixed amount, property owners are charged taxes as a percentage of assessed property values for the payment of Washington Unified School District and Los Rios Community College District bonds.

Sources: Assessed value data provided by the California Municipal Statistics, Inc.

CITY OF WEST SACRAMENTO

PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO
Calendar Year

Taxpayer	2018		Taxpayer	2009	
	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value		Taxable Assessed Value	Percentage of Total City Taxable Assessed Value
Harsch Investment Corp.	\$ 123,710,575	1.98%	Harsch Investment Corp.	\$ 119,994,725	2.23%
MSHQ LLC	122,068,413	1.96%	MSHQ LLC	109,105,254	2.03%
Bayer CropScience LP	73,139,946	1.17%	Affymetrix Inc.	81,506,957	1.52%
West Capitol Commons LLC	64,465,616	1.03%	JB Management LP	60,929,087	1.13%
Westcore West Sac LP	60,096,550	0.96%	Sacramento Foodco. Inv. LLC	57,337,337	1.07%
Farmer Rice Co-Op	56,706,068	0.91%	IKEA Property Inc.	51,193,564	0.95%
River City Land Holding Co. LLC	53,206,138	0.85%	River City Land Holding Co. LLC	44,199,132	0.82%
Tony's Fine Foods	52,997,825	0.85%	Monticello at Southport	43,797,058	0.82%
RMC Pacific Materials Inc.	49,290,808	0.79%	Frank C. & Joanne M. Ramos Trust	39,533,528	0.74%
Excel Riverpoint LLC	44,967,970	0.72%	Walmart Stores Inc.	37,665,290	0.70%
Total	<u>\$ 700,649,909</u>	<u>11.22%</u>	Total	<u>\$ 645,261,932</u>	<u>12.01%</u>

NOTE 1: The amounts shown above include the assessed value data for both the City and the Redevelopment Agency.

Sources: Assessed value data provided by the California Municipal Statistics, Inc.

CITY OF WEST SACRAMENTO

PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

Fiscal Year Ended June 30	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount ⁽¹⁾	Percentage of Levy		Amount	Percentage of Levy
2009	\$ 41,243,095	\$ 41,243,095	100.0%	N/A	\$ 41,243,095	100.0%
2010	\$ 37,728,254	\$ 37,728,254	100.0%	N/A	\$ 37,728,254	100.0%
2011	\$ 37,571,050	\$ 37,571,050	100.0%	N/A	\$ 37,571,050	100.0%
2012	\$ 27,222,073	\$ 27,222,073	100.0%	N/A	\$ 27,222,073	100.0%
2013	\$ 31,570,509	\$ 31,570,509	100.0%	N/A	\$ 31,570,509	100.0%
2014	\$ 32,778,198	\$ 32,778,198	100.0%	N/A	\$ 32,778,198	100.0%
2015	\$ 33,614,301	\$ 33,614,301	100.0%	N/A	\$ 33,614,301	100.0%
2016	\$ 33,881,865	\$ 33,881,865	100.0%	N/A	\$ 33,881,865	100.0%
2017	\$ 36,961,272	\$ 36,961,272	100.0%	N/A	\$ 36,961,272	100.0%
2018	\$ 37,846,802	\$ 37,846,802	100.0%	N/A	\$ 37,846,802	100.0%

⁽¹⁾ Excludes property taxes exchanges with state for sales, VLF and ERAF totaling \$7,967,784 (2009); \$3,560,856 (2010); \$3,469,046 (2011); \$3,385,982 (2012); \$3,405,087 (2014); \$3,645,733 (2015); \$3,909,504 (2016); \$4,109,395 (2017) and \$4,291,785 (2018). The amounts presented include City property taxes and Redevelopment Agency tax increment. On February 1, 2012, the State of California Legislator eliminated the Redevelopment Agency. Redevelopment tax increment is collected and reported in a Redevelopment Property Tax Trust Fund (RPTTF).

Sources: Yolo County Auditor-Controller and City Finance Division

CITY OF WEST SACRAMENTO
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS
(dollars in thousands, except per capita)

Fiscal Year Ended June 30	Governmental Activities					Business-type Activities				Total Primary Government	Percentage of Personal Income	Per Capita
	Tax Allocation Bonds	Lease Revenue Bonds	Other Debt	General Obligation Bonds	Pension Obligation Bonds	Water Revenue Bonds	Sewer Revenue Bonds	Port Revenue Bonds	Other Debt			
2009	\$ 117,815	\$ 16,000	\$ 2,551	\$ -	\$ -	\$ 63,480	\$ 900	\$ 7,165	\$ 6,269	\$ 214,180	22.36%	\$ 4,508
2010	\$ 114,755	\$ 15,540	\$ 4,786	\$ -	\$ -	\$ 62,130	\$ 830	\$ 6,105	\$ 5,814	\$ 209,960	21.54%	\$ 4,394
2011	\$ 111,550	\$ 15,060	\$ 3,724	\$ -	\$ -	\$ 60,745	\$ 755	\$ 5,000	\$ 5,333	\$ 202,167	21.25%	\$ 4,148
2012 ^[1]	\$ -	\$ 14,285	\$ 1,400	\$ -	\$ 10,807	\$ 60,735	\$ 675	\$ 3,840	\$ 7,926	\$ 99,668	10.63%	\$ 2,032
2013 ^[1]	\$ -	\$ 14,385	\$ 3,604	\$ -	\$ 10,246	\$ 58,830	\$ 590	\$ -	\$ 6,143	\$ 93,798	9.55%	\$ 1,894
2014 ^[1]	\$ -	\$ 13,721	\$ 4,376	\$ -	\$ 8,797	\$ 57,580	\$ 505	\$ -	\$ 4,944	\$ 89,923	8.83%	\$ 1,776
2015 ^[1]	\$ -	\$ 13,038	\$ 3,862	\$ -	\$ 7,669	\$ 55,865	\$ 415	\$ -	\$ 7,066	\$ 87,915	8.20%	\$ 1,724
2016 ^[1]	\$ -	\$ 12,334	\$ 6,468	\$ -	\$ 6,403	\$ 54,090	\$ 320	\$ -	\$ 7,810	\$ 87,425	8.15%	\$ 1,647
2017 ^[1]	\$ -	\$ 11,609	\$ 5,897	\$ -	\$ 4,990	\$ 52,240	\$ 220	\$ -	\$ 5,712	\$ 80,668	6.41%	\$ 1,517
2018 ^[1]	\$ -	\$ 10,859	\$ 5,309	\$ -	\$ 3,417	\$ 65,190	\$ 9,010	\$ -	\$ 5,231	\$ 99,016	7.56%	\$ 1,828

[1] On February 1, 2012, the State of California eliminated the Redevelopment Agencies in California pursuant to Assembly Bill 1x26. The liabilities of the Redevelopment Agencies are reported as Redevelopment Obligation Retirement Fund, a private purpose trust fund.

Source: City Finance Division

CITY OF WEST SACRAMENTO

RATIOS OF GENERAL BONDED DEBT OUTSTANDING
 LAST TEN FISCAL YEARS
 (dollars in thousands, except per capita)

Fiscal Year June 30	General Bonded Debt Outstanding				Percentage of Actual Taxable Value of Property	Per Capita
	General Obligation Bonds ^[1]	Tax Allocation Bonds	Pension Obligation Bonds	Total		
2009	\$ -	\$ 117,815	\$ -	\$ 117,815	2.19%	\$ 2,480
2010	\$ -	\$ 114,755	\$ -	\$ 114,755	2.26%	\$ 2,402
2011	\$ -	\$ 111,550	\$ -	\$ 111,550	2.26%	\$ 2,288
2012	\$ -	\$ -	\$ 10,807	\$ 10,807	2.24%	\$ 220
2013	\$ -	\$ -	\$ 10,246	\$ 10,246	2.19%	\$ 207
2014	\$ -	\$ -	\$ 8,797	\$ 8,797	1.81%	\$ 174
2015	\$ -	\$ -	\$ 7,669	\$ 7,669	1.46%	\$ 150
2016	\$ -	\$ -	\$ 6,403	\$ 6,403	1.13%	\$ 121
2017	\$ -	\$ -	\$ 4,990	\$ 4,990	0.84%	\$ 94
2018	\$ -	\$ -	\$ 3,417	\$ 3,417	0.55%	\$ 63

NOTE 1: General bonded debt is debt payable with governmental fund resources and general obligation bonds recorded in enterprise funds (of which, the City has none).

NOTE 2: On February 1, 2012, the State of California eliminated the Redevelopment Agencies in California pursuant to Assembly Bill 1x26. The liabilities of the Redevelopment Agencies are reported as Redevelopment Obligation Retirement Fund, a private purpose trust fund.

Source: City Finance Division

CITY OF WEST SACRAMENTO

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

As of June 30, 2018

2017/18 Assessed Valuation \$ 6,714,994,092

OVERLAPPING TAX AND ASSESSMENT DEBT	% Applicable ⁽¹⁾	Debt as of June 30, 2018	Estimated share of overlapping debt
Los Rios Community College District	3.662%	\$ 413,020,000	\$ 15,124,792
River Delta Joint Unified School District School Facilities Improvement District	1.345%	7,360,714	99,002
Washington Unified School District	99.930%	93,593,895	93,528,379
City of West Sacramento Community Facilities District No. 8	100	28,380,000	28,380,000
City of West Sacramento Community Facilities District No. 9	100	140,000	140,000
City of West Sacramento Community Facilities District No. 10	100	15,985,630	15,985,630
City of West Sacramento Community Facilities District No. 11	100	2,875,504	2,875,504
City of West Sacramento Community Facilities District No. 12	100	4,242,234	4,242,234
City of West Sacramento Community Facilities District No. 14	100	9,305,000	9,305,000
City of West Sacramento Community Facilities District No. 15	100	1,385,301	1,385,301
City of West Sacramento Community Facilities District No. 16	100	9,991,698	9,991,698
City of West Sacramento Community Facilities District No. 17	100	4,295,000	4,295,000
City of West Sacramento Community Facilities District No. 18	100	610,252	610,252
City of West Sacramento Community Facilities District No. 19	100	2,057,415	2,057,415
City of West Sacramento Community Facilities District No. 20	100	8,730,000	8,730,000
City of West Sacramento Community Facilities District No. 21	100	2,645,000	2,645,000
City of West Sacramento Community Facilities District No. 23	100	5,830,000	5,830,000
City of West Sacramento Community Facilities District No. 24	100	1,105,000	1,105,000
City of West Sacramento Community Facilities District No. 26	100	4,000,000	4,000,000
City of West Sacramento Community Facilities District No. 27	100	29,440,000	29,440,000
California Statewide Communities Development Authority 1915 Act Bonds	100	3,155,823	3,155,823
West Sacramento Area Flood Control District Assessment District	100	38,950,000	38,950,000
TOTAL OVERLAPPING TAX AND ASSESSMENT DEBT		687,098,466	281,876,030
OVERLAPPING GENERAL FUND DEBT			
Yolo County Certificates of Participation	25.875%	41,994,675	10,866,122
Yolo County Board of Education Certificates of Participation	25.875%	5,665,000	1,465,819

CITY OF WEST SACRAMENTO

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT (Continued)
As of June 30, 2018

	% Applicable ⁽¹⁾	<u>Debt as of June 30, 2018</u>	<u>Estimated share of overlapping debt</u>
Los Rios Community College District Certificates of Participation	3.662%	440,000	16,113
Washington Unified School District Certificates of Participation	99.930%	81,304,186	81,247,273
City of West Sacramento General Fund Obligations	100	23,352,059	23,352,059
City of West Sacramento Pension Obligation Bonds	100	<u>3,417,400</u>	<u>3,417,400</u>
TOTAL GROSS DIRECT AND OVERLAPPING GENERAL FUND DEBT		156,173,320	120,364,786
Less: City of West Sacramento supported obligations			<u>8,994,101</u>
TOTAL NET DIRECT AND OVERLAPPING GENERAL FUND DEBT			111,370,685
OVERLAPPING TAX INCREMENT DEBT			
City of West Sacramento Successor Agency	100	82,554,956	82,554,956
TOTAL GROSS DIRECT DEBT			26,769,459
TOTAL NET DIRECT DEBT			17,775,358
TOTAL OVERLAPPING DEBT			458,026,313
GROSS COMBINED TOTAL DEBT			<u>\$ 484,795,772</u>
NET COMBINED TOTAL DEBT			<u>\$ 475,801,671</u>

(1) The percentage of overlapping debt applicable to the city is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping district's assessed value that is within the boundaries of the city divided by the district's total taxable assessed value.

(2) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and non-bonded capital lease obligations. Qualified Zone Academy Bonds are included based on principal due at maturity.

Ratios to 2017-18 Assessed Valuation:

Total Overlapping Tax and Assessment Debt	4.20%
Total Gross Direct Debt (\$26,769,459)	0.40%
Total Net Direct Debt (\$17,775,358)	0.26%
Gross Combined Total Debt	7.22%
Net Combined Total Debt	7.09%

Ratios to Redevelopment Successor Agency Incremental Valuation (\$2,885,353,982):

Total Overlapping Tax Increment Debt	2.86%
--------------------------------------	-------

NOTE 1: For debt repaid with property taxes, the percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of another government unit's taxable assessed value that is within the City's boundaries and dividing it by each unit's total taxable assessed value.

Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

NOTE 2: On February 1, 2012, the State of California eliminated the Redevelopment Agencies in California pursuant to Assembly Bill 1x26. The liabilities of the Redevelopment Agencies are reported as Redevelopment Obligation Retirement Fund, a private purpose trust fund.

Sources: Assessed value data used to estimate applicable percentages provided by the California Municipal Statistics, Inc. Debt outstanding data provided by City Finance Department.

CITY OF WEST SACRAMENTO

LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
Assessed valuation	#####	\$6,233,802,737	\$5,648,076,486	\$5,242,262,509	\$4,870,815,306	\$4,686,225,212	\$4,828,825,365	\$4,938,871,239	\$5,069,462,023	\$5,371,391,315
Conversion percentage	25%	25%	25%	25%	25%	25%	25%	25%	25%	25%
Adjusted assessed valuation	1,678,748,523	1,558,450,684	1,412,019,122	1,310,565,627	1,217,703,827	1,171,556,303	1,207,206,341	1,234,717,810	1,267,365,506	1,342,847,829
Debt limit percentage	15%	15%	15%	15%	15%	15%	15%	15%	15%	15%
Debt limit	251,812,278	233,767,603	211,802,868	196,584,844	182,655,574	175,733,445	181,080,951	185,207,671	190,104,826	201,427,174
Debt applicable to limit:										
General obligations bonds										
Less: Amount set aside for repayment of general obligation debt										
Total net debt applicable to limit	-	-	-	-	-	-	-	-	-	-
Legal debt margin	\$ 251,812,278	\$ 233,767,603	\$ 211,802,868	\$ 196,584,844	\$ 182,655,574	\$ 175,733,445	\$ 181,080,951	\$ 185,207,671	\$ 190,104,826	\$ 201,427,174
Total debt applicable to the limit as a percentage of debt limit	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

NOTE 1: The Government Code of the State of California provides for a legal limit of grossed assessed valuation. However, this provision was enacted when assessed valuation was based upon 25% of market value. Effective with the 1981-82 fiscal year, each parcel is now assessed at 100% of market value (as of the most recent change in ownership for that parcel). The computations shown above reflect a conversion of assessed valuation data for each fiscal year from the current full valuation perspective to the 25% level that was in effect at the time that the legal debt margin was enacted by the State of California for local governments located within the state.

Source: City Finance Division

CITY OF WEST SACRAMENTO

PLEDGED-REVENUE COVERAGE - CITY
LAST TEN FISCAL YEARS
(dollars in thousands)

Fiscal Year	Water Revenue Bonds						Redevelopment Tax Allocation Bonds				
	Operating Revenues ⁽¹⁾	Less Operating Expenses ⁽²⁾	Net Available Revenue	Debt Service		Coverage	Tax Increment Collections ⁽⁴⁾	Debt Service		Coverage	
				Principal	Interest			Principal	Interest		
2009	\$ 9,882	\$ 4,304	\$ 5,578	\$ 1,320	\$ 3,070	1.27	\$ 23,126	\$ 2,940	\$ 5,869	2.63	
2010	\$ 9,420	\$ 4,493	\$ 4,927	\$ 1,352	\$ 3,021	1.13	\$ 23,312	\$ 3,060	\$ 5,730	2.65	
2011	\$ 10,187	\$ 4,542	\$ 5,645	\$ 1,473	\$ 3,004	1.26	\$ 23,006	\$ 3,205	\$ 5,549	2.63	
<u>Successor Agency Bonds</u>											
2012 ⁽³⁾	\$ 10,865	\$ 4,024	\$ 6,841	\$ 1,430	\$ 2,236	1.87	\$ 22,217	\$ 3,405	\$ 5,387	2.53	
2013 ⁽³⁾	\$ 11,606	\$ 4,426	\$ 7,180	\$ 1,905	\$ 3,498	1.33	\$ 22,092	\$ 3,550	\$ 5,218	2.52	
2014 ⁽³⁾	\$ 12,427	\$ 4,198	\$ 8,229	\$ 1,925	\$ 2,876	1.71	\$ 17,657	\$ 3,715	\$ 5,587	1.90	
2015 ⁽³⁾	\$ 11,448	\$ 4,075	\$ 7,373	\$ 1,715	\$ 2,650	1.69	\$ 17,410	\$ 4,968	\$ 4,539	1.83	
2016 ⁽³⁾	\$ 11,787	\$ 5,696	\$ 6,091	\$ 1,775	\$ 2,592	1.39	\$ 19,742	\$ 4,370	\$ 4,096	2.33	
2017 ⁽³⁾	\$ 12,851	\$ 7,451	\$ 5,400	\$ 1,850	\$ 2,501	1.24	\$ 20,817	\$ 4,566	\$ 3,614	2.54	
2018 ⁽³⁾	\$ 15,305	\$ 7,914	\$ 7,391	\$ 1,925	\$ 2,656	1.61	\$ 21,389	\$ 4,746	\$ 3,520	2.59	

⁽¹⁾ Total operating revenues, including transfers in from General Fund to subsidize utility service charges and transfers in for rate stabilization fund.

⁽²⁾ Total operating expenses, excluding depreciation and amortization and including transfers out for administrative costs prior to 2017.

⁽³⁾ On February 1, 2012, the State of California eliminated the Redevelopment Agencies in California pursuant to Assembly Bill 1x26. The liabilities of the Redevelopment Agencies are reported as Redevelopment Obligation Retirement Fund, a private purpose trust fund.

⁽⁴⁾ Pledged tax increment beginning in 2012 is based on gross receipts net of County of Yolo administration expenses and statutory pass-through payments; these are the funds deposited into the Redevelopment Property Tax Trust Fund (RPTTF). Only a portion of the tax increment is distributed to the Successor Agency.

Source: City Finance Division

CITY OF WEST SACRAMENTO

DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

<u>Calendar Year</u>	<u>Population</u>	<u>Personal Income (thousands of dollars)</u>	<u>Per Capita Personal Income</u>	<u>Unemployment Rate</u>
2009	47,511	\$ 957,852	\$ 20,161	10.9%
2010	47,782	\$ 974,759	\$ 20,400	11.6%
2011	48,744	\$ 951,471	\$ 19,519	12.2%
2012	49,045	\$ 937,725	\$ 19,120	9.7%
2013	49,523	\$ 982,077	\$ 19,830	12.9%
2014	50,640	\$ 1,018,596	\$ 20,114	6.7%
2015	51,005	\$ 1,072,329	\$ 21,024	6.0%
2016	53,082	\$ 1,072,329 *	\$ 20,201	5.8%
2017	53,163	\$ 1,257,503	\$ 26,414	5.0%
2018	54,163	\$ 1,310,099	\$ 24,188	6.1%

* Data was not available for the 2016 year and 2015 data was used.

Sources: State Department of Finance and City Finance Division

CITY OF WEST SACRAMENTO
 PRINCIPAL EMPLOYERS
 CURRENT YEAR AND NINE YEARS AGO
 Calendar Year

Employer	2018*			2009	
	Number of Employees	Percentage of Total City Employment		Number of Employees	Percentage of Total City Employment
University of California Davis	9,906	35.02%	United State Postal Service	1,620	13.10%
State of California	3,298	11.66%	United Parcel Service (UPS)	1,435	11.61%
U.S. Government	2,381	8.42%	State of California, General Services	1,200	9.71%
Cache Creek Casino Resort	2,200	7.78%	Nor-Cal Beverage	1,016	8.22%
Yolo County	1,421	5.02%	Washington Unified School District	802	6.49%
Woodland Joint Unified School District	1,229	4.34%	Raley's/Bel Air	572	4.63%
Raley's Inc.	948	3.35%	Fed-Ex Freight West, Inc.	492	3.98%
Clark Pacific Corp.	890	3.15%	City of West Sacramento	422	3.41%
Walgreens	721	2.55%	First Health Group Corporation	400	3.24%
Pacific Gas and Electric Co.	652	2.30%	Wal-Mart	391	3.16%
City of West Sacramento	612	2.16%	Citibank	380	3.07%
Sutter Health	565	2.00%	Prologix Distribution Services	375	3.03%
Woodland Memorial Hospital	560	1.98%	Xyratex International	350	2.83%
Nugget Market Inc.	460	1.63%	Tony's Fine Food	340	2.75%
Hunter Douglas Inc.	410	1.45%	Roadway Express	279	2.26%
City of Woodland	285	1.01%	All Phase Security, Inc.	272	2.20%
Beckman Coulter	280	0.99%	Bytheways Manufacturing Inc.	265	2.14%
Yolo County Office of Education	280	0.99%	Clark Pacific	250	2.02%
Communicare Health Centers	238	0.84%	Siemens Healthcare Diagnostics	235	1.90%
University Retirement Community at Davis	220	0.78%	KOVR TV 13	230	1.86%
Safeway	204	0.72%	Idexx Veterinary Services	222	1.80%
HM Clause Inc.	190	0.67%	Capital Coors Company	214	1.73%
IDEXX Reference Laboratories Inc.	175	0.62%	Consolidated Procurement Services	200	1.62%
Bayer, CropScience Division	165	0.58%	Farmers's Rice Cooperative	200	1.62%
			IKEA	200	1.62%
	28,290			12,362	

*The 2018 employer data is for Yolo County.

Sources: Sacramento Business Journal and City Economic Development Department.

CITY OF WEST SACRAMENTO

PRINCIPAL SALES TAX REMITTERS
CURRENT YEAR AND NINE YEARS AGO

2018	2009
Top Ten Tax Remitters Representing 32.98% of Total Sales Tax	Top Ten Tax Remitters Representing 35.37% of Total Sales Tax
IKEA Home Furnishings	HD Supply
Western Truck Parts	IKEA Home Furnishings
Mckesson Medical	Walmart Stores
Walmart Stores	Ramos Oil Company
Home Depot	Ryder Energy Distribution Corp
Ramos Oil Company	Riverview International Trucks
Xerox State Healthcare	W.W. Grainger
Holt of California	L&W Supply
LA Mesa R.V. Center	ASC Profiles
HD Supplies Facilities	Holt of California

Source: City Finance Division

CITY OF WEST SACRAMENTO

FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION/PROGRAM
LAST TEN CALENDAR YEARS

As of June 30

Function/Program	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
General Government	75.75	69.67	81.15	76.3	72.3	63.4	62.4	63.1	101.73	118.8
Police	101	102	97	94	93	93	97	97	112	118
Fire	65	65	64	67	65	65	68	68	72.25	76
Refuse collection	0	0	0	0	0	0	0	2	3	3
Other public works	54.59	53.34	53.74	56.34	54.34	52.75	45	31.1	19	21.7
Redevelopment	0	0	0	0	0	0	0	15.4	12.22	12
Culture and recreation	43.55	44.55	33	32	29	29	31	32	34	37
Port	2.5	2.5	2.5	0	0	3.75	6.5	6.2	5.3	4
Water	20.08	20.08	21.08	18.58	18.08	19	18	19	22	23
Wastewater (Sewer)	9.58	9.58	9.58	8.58	8.08	7.5	7.5	7.5	8.5	8.5
Total	372.05	366.72	362.05	352.8	339.8	333.4	335.4	341.3	390	422

Source: City Finance Division

CITY OF WEST SACRAMENTO

OPERATING INDICATORS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
General government:										
Building permits issued	2,371	2,274	2,181	2,062	1,697	1,615	1,191	1,099	1,368	1,365
Building inspections conducted	7,388	8,330	6,984	8,994	7,743	6,996	4,173	5,199	5,915	5,776
Police:										
Calls for service	64,569	64,949	67,574	72,906	49,701	60,487	55,916	57,355	63,220	48,021
Parking violations	4,451	4,013	2,575	1,137	1,567	1,980	1,601	2,947	2,261	2,007
Traffic violations	5,792	6,181	6,101	5,588	4,803	3,807	3,540	6,276	6,843	5,542
Fire:										
Total emergency responses	9,351	9,596	9,047	8,544	8,021	7,924	7,712	6,911	6,872	6,591
Medical responses	5,971	6,218	5,414	5,710	5,396	5,338	5,184	4,597	4,725	4,428
Fires extinguished	429	394	470	315	339	356	297	278	262	382
Inspections	2,616	2,786	2,764	2,769	2,922	2,893	2,817	3,154	1,642	1,628
Refuse collection:										
Refuse collected (annual tons)	28,334	23,387	23,459	23,394	21,806	24,631	24,492	25,265	25,193	26,639
Recyclables collected (annual tons)	13,554	10,988	11,671	11,572	11,449	11,895	11,807	12,840	12,193	12,122
Parks and recreation:										
Recreation program attendees	15,974	16,365	16,084	12,946	13,262	14,749	11,188	9,017	8,814	6,500
Recreation Center pass holders	12,588	12,714	11,882	12,027	11,810	10,577	9,096	8,843	8,082	8,330
Port:										
Tonnage (short tons)	763,634	697,187	516,040	342,726	389,091	358,307	311,756	464,955	551,510	618,151
Vessel calls	39	35	26	19	26	26	22	21	26	42
Water:										
Water main breaks	20	23	58	16	35	37	90	33	31	25
Average daily consumption (millions of gallons)	16	17	11	11	13	13	12	13	13	13
Peak daily consumption (millions of gallons)	18	19	24	21	24	27	28	26	26	25

Source: Various City Departments

CITY OF WEST SACRAMENTO

CAPITAL ASSETS STATISTICS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program	Fiscal Year 2018	Fiscal Year 2017	Fiscal Year 2016	Fiscal Year 2015	Fiscal Year 2014	Fiscal Year 2013	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol Units per shift	14	14	14	9	10	10	10	10	10	10
Fire stations	5	5	5	5	5	5	5	5	5	5
Other public works:										
Streets (miles)	193	199	220	220	220	205	200	198	198	191
Street lights	4,845	5,368	4,968	4,933	4,899	4,305	4,300	2,947	2,947	2,940
Traffic signals	53	52	52	52	49	47	47	47	47	46
Parks and recreation:										
Acreage										
Owned*	113									
Maintained	186	167	167	167	164	159	144	144	144	144
Amenities										
Play structures	24	24	24	24	23	21	17	17	17	17
Baseball/Softball Diamonds**	17	24	24	24	24	24	17	17	17	17
Soccer/Football Fields***	7	14	14	14	14	14	9	9	9	9
Skateparks	1	1	1	1	1	1	1	1	1	1
Basketball/Sports Courts	9	8	8	8	8	8	6	6	6	6
Restrooms	9	8	8	8	8	8	8	8	8	8
Covered Picnic Areas	10	8	8	8	8	8	8	8	8	8
Splash Park	1	1	1	1	1	1	1	1	1	1
Dog Park	2	2	2	2	2	2	2	2	2	2
Water:										
Water mains (miles)	200	188	200	200	192	198	200	197	197	197
Fire hydrants	2,729	2,761	2,523	2,517	2,621	3,400	3,400	2,541	2,541	2,541
Storage capacity (millions of gallons)	26.00	26.00	26.00	26.00	24.50	22.75	22.75	22.75	22.75	22.75
Wastewater:										
Sanitary sewers (miles)	190	181	190	190	194	193	193	193	193	193
Storm sewers (miles)	120	115	130	130	165	165	165	129	129	129

* Prior to 2018 the park acreage was reported as one line item.

** In 2018 existing backstops were no longer considered as full diamonds.

*** Reduced number accounts for formal fields vs. number of fields created in turf areas to accommodate league play.

Source: Various City Departments

CITY OF WEST SACRAMENTO, CALIFORNIA

SINGLE AUDIT

Year ended June 30, 2018

CITY OF WEST SACRAMENTO, CALIFORNIA

SINGLE AUDIT
Year ended June 30, 2018

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Honorable Mayor and Members of City Council
City of West Sacramento, California
West Sacramento, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of City of West Sacramento, California (the City), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise City's basic financial statements and have issued our report thereon dated March 14, 2019. Our report included an emphasis of matter noting that the City adopted new accounting guidance, GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits other than Pensions, which resulted in a restatement of the July 1, 2017 governmental activities and business-type activities net position in the amount of [\$10,848,902] and [\$1,000,453], respectively, in addition to restatements to various City proprietary funds. Our opinions are not modified with respect to this matter.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying schedule of findings and questioned costs as item 2018-001, that we consider to be a significant deficiency.

(Continued)

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The City's Response to Finding

The City's response to the finding identified in our audit is described in the accompany schedule of findings and questioned costs. The City's response was not subjected to the auditing procedures applied in the audit of the financial statements and accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose


Crowe LLP

Sacramento, California
March 27, 2019

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON THE SCHEDULE OF
EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

To the Honorable Mayor and Members of City Council
City of West Sacramento, California
West Sacramento, California

Report on Compliance for Each Major Federal Program

We have audited the City of West Sacramento, California's (the City) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2018. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

(Continued)

Opinion on Each Major Federal Program

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2018.

Report on Internal Control Over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

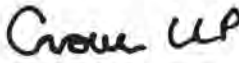
Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified certain deficiencies in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as item 2018-002, that we consider to be a significant deficiency.

The City's response to the internal control over compliance finding identified in our audit is described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated March 14, 2019, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.


Crowe LLP

Sacramento, California
March 27, 2019

CITY OF WEST SACRAMENTO, CALIFORNIA
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
 Year ended June 30, 2018

<u>Federal Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>Pass-through Entity Identifying Number</u>	<u>Expenditures</u>
<u>U.S. Department of Agriculture, Food and Nutrition Service:</u>			
<i>Passed-through the State of California Department of Education</i>			
Child Nutrition Cluster - Summer Food Service Program for Children	10.559	04012-SFSP-57	\$ <u>27,139</u>
<u>U.S. Department of Housing and Urban Development:</u>			
<i>Direct Program</i>			
CDBG – Entitlement Grant Cluster - Community Development Block Grants/ Entitlement Grants	14.218	-	<u>138,730</u>
<i>Passed-through the State of California Department of Housing and Urban Development</i>			
Community Development Block Grants/State Program CDBG Use of Program Income	14.228	*	335,479
Community Development Block Grants/State Program LMI Multi-Purpose Activities	14.228	14-CDBG-9894	<u>185,605</u>
Subtotal Community Development Block Grants			<u>521,084</u>
Home Investment Partnerships Program	14.239	*	<u>7,918</u>
Total U.S. Department of Housing and Urban Development			<u>667,732</u>
<u>U.S. Department of Justice</u>			
<i>Direct Programs:</i>			
Equitable Share Program	16.922	-	42,841
Bulletproof Vest Partnership Program	16.607	-	4,524
Public Safety Partnership and Community Policing Grants	16.710	-	<u>71,464</u>
Total U.S. Department of Justice			<u>118,829</u>
<u>U.S. Department of Homeland Security</u>			
<i>Passed-through the State of California Office of Emergency Services</i>			
Federal Disaster Response and Recovery	97.036	FEMA-4301-DR-CA	<u>100,587</u>
<u>U.S. Department of Transportation, Federal Highway Administration</u>			
<i>Passed-through the State of California Business, Transportation and Housing Agency</i>			
Highway Planning and Construction Cluster:			
Sycamore Park U.S. 50 Connecting Phase 2	20.205	CML-5447(044)	404,402
Riverfront Street Extension	20.205	STPCML-5447(045)	179,075
West Capitol Avenue Road Rehabilitation	20.205	HSIPSTPL-5007(042)	136,198
TDM Innovation	20.205	SA01718018	135,441
Safe Routes to School	20.205	SRTSL-NI-5447(031)	130,049
Sycamore Trail/Westacre and Bryte Bicycles Routes	20.205	CML-5447(035)	<u>23,280</u>
Subtotal Highway Planning and Construction Cluster			<u>1,008,445</u>

(Continued)

CITY OF WEST SACRAMENTO, CALIFORNIA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year ended June 30, 2018

<u>Federal Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>Pass-through Entity Identifying Number</u>	<u>Expenditures</u>
<u>U.S. Department of Transportation, Federal Highway Administration (continued)</u>			
<i>Passed-through Sacramento Area Council of Government</i>			
Federal Transit Cluster - Federal Transit – Capital Investment Grants	20.500	*	\$ <u>78,025</u>
<i>Passed-through the State of California Business, Transportation and Housing Agency</i>			
National Infrastructure Investments	20.933	TGR20GL-5447(043)	<u>545,713</u>
<i>Passed-through the State of California, Office of Traffic Safety</i>			
National Priority Safety Program	20.616	PT18082	80,000
State and Community Highway Safety	20.600	PT18082	40,438
State and Community Highway Safety	20.600	PT17143	<u>10,829</u>
Subtotal Highway Safety Cluster			<u>131,267</u>
<i>Passed-through the State of California, Office of Traffic Safety</i>			
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608	PT17143	14,955
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608	PT18082	10,815
<i>Passed-through the State of California, Department of Alcoholic Beverage Control</i>			
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608	16-OTS17	<u>3,940</u>
Subtotal Minimum Penalties for Repeat Offenders for Driving While Intoxicated			<u>29,710</u>
Total U.S. Department of Transportation			<u>1,793,160</u>
Total expenditures of federal awards			<u>\$ 2,707,447</u>

* No pass-through number was provided by the pass-through entity.

See accompanying notes to schedule of expenditures of federal awards.

CITY OF WEST SACRAMENTO, CALIFORNIA
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year ended June 30, 2018

NOTE 1 - BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal grant activity of the City of West Sacramento (the City) under programs of the federal government for the year ended June 30, 2018. The information in this schedule is presented in accordance with the requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the City's operations, it is not intended to be and does not present the financial position, changes in financial position, or cash flows of the City.

Expenses reported on the Schedule of enterprise funds are reported on the accrual basis and expenditures of governmental funds are reported on the modified accrual basis of accounting. Such expenses/expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenses are not allowable or are limited as a reimbursement.

Loan program expenditures represent loans disbursed during the period. City of West Sacramento has elected not to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

The City applied an Indirect Cost Allocation Plan (ICAP) rate approved by the California State Transportation Agency, Department of Transportation (CalTrans) to CFDA 20.500, 20.507 and 20.525. The ICAP during the year ended June 30, 2018 included an ICAP rate of 115.71% and a fringe benefit rate of 41.43% of total direct salaries and wages. Indirect costs were applied only to the Highway Planning and Construction Cluster.

NOTE 2 –SUBRECIPIENTS

There were no subrecipients of the City's programs during the year ended June 30, 2018.

CITY OF WEST SACRAMENTO, CALIFORNIA
 SCHEDULE OF FINDINGS AND QUESTIONED COSTS
 Year ended June 30, 2018

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

Yes No

Significant deficiency(ies) identified?

Yes None reported

Noncompliance material to financial statements noted?

Yes No

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified?

Yes No

Significant deficiencies identified not considered to be material weaknesses?

Yes None reported

Type of auditor's report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

Yes No

Identification of major federal programs:

CFDA Number
20.205

Highway Planning and Construction Cluster

Dollar threshold used to distinguish between type A and type B programs:

\$750,000

Auditee qualified as low-risk auditee?

Yes No

(Continued)

CITY OF WEST SACRAMENTO, CALIFORNIA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year ended June 30, 2018

SECTION II - FINDINGS RELATING TO THE FINANCIAL STATEMENTS, WHICH ARE REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

CURRENT YEAR FINDING - FINANCIAL STATEMENT AUDIT

Finding 2018-001: Information System Controls (Significant Deficiency)

Criteria

Internal controls over information systems are a key component of an organization's control environment. Entities should have internal controls including policies and procedures regarding segregation of duties, user access, and monitoring changes to user security profiles. Where adequate segregation of duties cannot be employed to adequately separate those with super user access from operational access to process transactions, detective and monitoring review controls should be established that adequately mitigate such risks. Such controls enable entities to increase efficiency by reducing manual processes and improving the accuracy and quality of the data used across those information systems. Such controls are also important to prevent erroneous and fraudulent transactions or entry to systems. Access to information systems should be removed when there is no longer a business need.

Condition

We evaluated system access to the City's Active Directory as well as the financial system, OneSolution. The Active Directory authenticates and authorizes all users and computers in a Windows domain type network—assigning and enforcing security policies for all computers and installing or updating software. For example, when a user logs into a computer that is part of a Windows domain, Active Directory checks the submitted password and determines whether the user is an authorized user.

Context

During our assessment of information system controls, we noted there is one user in the Finance Department who maintains super user access to the financial system, in addition to operational roles in the normal course of business. The information and technology (IT) and finance departments do not have a process to evaluate and document the propriety of super user changes to user access profiles within the financial reporting system.

Cause

Super user access—internal controls over users who have super user access were not properly designed to separate super users from those with operational roles in the financial reporting system. Additionally, management did not have a process to evaluate the propriety of changes made by the super users.

Effect

Inadequate segregation of duties among the City personnel responsible for changes to user account security settings and performing in an operational capacity during the regular course of business could lead to management override of internal controls. The absence of appropriate monitoring of super user access could result in unauthorized transactions recorded in the financial system, where management would not be able to detect such activity.

(Continued)

CURRENT YEAR FINDING - FINANCIAL STATEMENT AUDIT

Finding 2018-001 –Information System Controls (Significant Deficiency) (Continued)

Recommendation

We recommend that management should establish written system access policies and procedures which provide for the appropriate levels of user access based on the relative roles and responsibilities within the financial reporting system. A best practice is to provide the lowest level of access based on operational need. Further, we recommend the City perform a systematic review and maintain documentation of user's access rights within the financial reporting system, to ensure that a) there are not users with super user access who also have the ability to perform operational functions within the financial system and b) users access roles are only for those functions which are necessary to perform in the normal course of business. Additionally, we recommend that the City consider removing user access accounts for users which no longer have a business purpose to retain such access.

Management's Response and Planned Corrective Action

Once it was discovered that an employee was provided the "Administrator" or "super-user" role in the financial system, I.T. immediately removed that access from the individual in question. In addition, the following steps will be implemented:

- Review financial system Roles and Permissions to ensure that users have the correct permissions to only perform the functions of their job.
- Quarterly review of financial system user accounts and associated role/permissions to ensure correct user access rights.
- All changes to a user's financial system access will be reviewed and signed off by Administrative Services Director before the changes are implemented in the financial system. These requests will be tracked through the I.T. ticketing system.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

Finding 2018-002: Procurement, Suspension and Debarment, U.S. Department of Transportation, Federal Highway Administration – Passed-through the State of California Business, Transportation and Housing Agency, CFDA# 20.205 Highway Planning and Construction Cluster (Significant Deficiency)

Criteria

The City's purchasing policy did not reference the requirements in 2 CFR (Uniform Guidance) rather than referencing the Office of Management and Budget (OMB) Circulars.

Condition

The City currently does not have a procurement policy referencing the appropriate Federal compliance requirements in the Uniform Guidance.

Questioned Costs

No questioned costs were identified.

(Continued)

CITY OF WEST SACRAMENTO, CALIFORNIA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
Year ended June 30, 2018

Finding 2018-002: Procurement, Suspension and Debarment, U.S. Department of Transportation, Federal Highway Administration – Passed-through the State of California Business, Transportation and Housing Agency, CFDA# 20.205 Highway Planning and Construction Cluster (Significant Deficiency) (Continued)

Context

The finding was identified based on our examination of the City's most current procurement policy.

Effect

The City is not in compliance with Federal requirements regarding Procurement, Suspension and Debarment for the Highway Planning and Construction Cluster.

Cause

The City did not update its procurement policy based on the prior year finding 2017-001.

Identification as a repeat finding

Repeat Finding - see prior year finding 2017-001.

Recommendation

The City should implement a procurement policy, which references the requirements in 2 CFR (Uniform Guidance) rather than referencing the Office of Management and Budget (OMB) Circulars.

Management's Response and Planned Corrective Action

Management understands that it is of utmost importance to process all federal procurements in compliance with Uniform Guidance requirements, not only in the request for proposals but also in all resulting contracts.

The City's Purchasing Policy will be updated to reference the requirements of 2 CFR 200 (Uniform Guidance) rather than referring Office of Management and Budget (OMB) Circulars.

CITY OF WEST SACRAMENTO, CALIFORNIA
SUMMARY OF PRIOR YEAR FINDINGS
Year ended June 30, 2018

PRIOR YEAR FINDINGS - FINANCIAL STATEMENT AUDIT

Finding 2017-001: Closing Procedures (Significant Deficiency)

Criteria: Closing procedures should identify the closing entries needed to properly state the financial records under the modified accrual basis of accounting.

Status: Corrected - The City has implemented internal controls over the closing entries to properly state the financial records under the modified accrual basis of accounting.

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

Finding 2017-002: Procurement, Suspension and Debarment, U.S. Department of Homeland Security, Federal Emergency Management Agency – Direct Program, CFDA# 97.004 Assistance to Firefighters Grant (Significant Deficiency)

Criteria: The City's purchasing policy did not reference the requirements in 2 CFR (Uniform Guidance) rather than referencing the Office of Management and Budget (OMB) Circulars.

Status: See finding 2018-002.

INDEPENDENT ACCOUNTANT'S REPORT
APPLYING AGREED-UPON PROCEDURES

Management and the Honorable Mayor and City Council
City of West Sacramento
West Sacramento, California

We have performed the procedures enumerated below, which were agreed to by Management and the Honorable Mayor and City Council related to City of West Sacramento compliance with Appropriations Limit under Section 1.5 of Article XIIB of the California Constitution during the year ended June 30, 2018. City of West Sacramento management is responsible for its compliance with those requirements. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representations regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures performed and our findings are as follows:

1. We obtained the Worksheet provided by the City and determined that the 2017-2018 Limit and annual adjustment factors were adopted by Resolution of the Honorable Mayor and City Council by observing resolution to City Council meeting minutes. We also determined whether the population and inflation options were selected by a recorded vote of the Honorable Mayor and City Council by observing resolution to City Council meeting minutes.

Finding: No exceptions were noted as a result of our procedures.

2. We recomputed the 2017-2018 Appropriations Limit by multiplying the 2016-2017 Appropriations Limit by the adjustment factors.

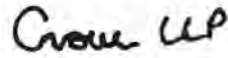
Finding: No exceptions were noted as a result of our procedures.

3. For the Worksheet, we agreed the Per Capita Income, County and City Population Factors to California State Department of Finance Worksheets.

Finding: No exceptions were noted as a result of our procedures.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on compliance with Section 1.5 of Article XIIB of the California Constitution. Accordingly, we do not express such an opinion or conclusion. Had we performed additional audit procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of Management and the Honorable Mayor and City Council and is not intended to be, and should not be, used by anyone other than the specified parties.


Crowe LLP

Sacramento, California
April 11, 2019

CITY OF WEST SACRAMENTO
APPROPRIATIONS LIMIT CALCULATION
Year Ended June 30, 2018

	<u>Amount</u>	<u>Source</u>
A. Last year's limit	\$1,270,489,627	
B. Adjustment factors:		
1. Population change	1.0069	State Finance
2. Per capital change	1.0369	State Finance
Total adjustments [(B.1 x B.2)] – 1.0]	1.0441	
C. Annual adjustment	<u>55,970,925</u>	A x B
D. This year's limit	<u>\$1,326,460,552</u>	A + C

MEETING DATE: April 17, 2019

ITEM # 5

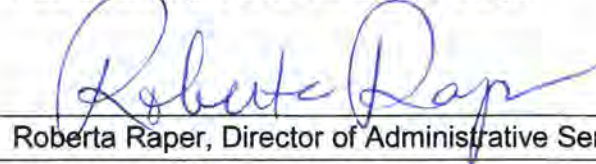
SUBJECT:
CONSIDERATION OF RESOLUTION 19-44 ADOPTED ON BEHALF OF THE CITY'S COMMUNITY FACILITIES DISTRICT "S" (PORT TOWNE SERVICES), PROPOSING AN AMENDMENT TO THE SPECIAL TAX FORMULA MAKING CERTAIN FINDINGS AND ESTABLISHING A PUBLIC HEARING

INITIATED OR REQUESTED BY:

- Council Staff
- Other

REPORT COORDINATED OR PREPARED BY:

Paul Blumberg, Public Finance Manager



Roberta Raper, Director of Administrative Services

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The purpose of this action is to initiate an amendment to the Community Facility District "S" (Port Towne Services) special tax levy used to pay for the Port Towne maintenance services.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council adopt Resolution 19-44 on behalf of the City's CFD "S" (Port Towne Services), proposing an amendment to the special tax formula, making certain findings, and establishing a public hearing.

BACKGROUND

On December 5, 2018, the City Council adopted Resolution 18-76 establishing CFD "S", approving a Rate and Method of Apportionment (RMA) and approving the levy of a special tax to pay for certain maintenance services in the Port Towne subdivision. Subsequently, there was a revision to the budget, increasing the annual cost of future maintenance. This cost increase can be rectified through an amendment to the special tax levy.

In conjunction with the property owner, LGI Homes, City staff have identified a 55% increase in the budget that would require an increase in the annual special tax receipts to avoid the City picking up those increased costs. The following represents the proposed increased special tax levy to cover the budget increase for CFD "S":

**Community Facilities District "S"
 Maximum Annual Special Tax in Base Year (FY 2019-19)**

Tax Category	Current Maximum Annual Special Tax Per Unit [1]	Proposed Replacement Maximum Annual Special Tax Per Unit [1]
Final Map Parcel	Per Unit \$107.00	Per Unit \$166.00
Undeveloped Parcel	Per Acre \$1,417.00	Per Acre \$2,257.00

[1] The Maximum Annual Tax is increased by the Tax Escalation Factor in each Fiscal Year following the Base Year (FY 2018-19)

The RMA amendment process has the following key procedural steps:

- Approval of a Resolution of Consideration (ROC) to initiate amendment to the RMA to increase the special tax within the district to fund additional maintenance services;
- Holding a public hearing and adoption of the amended Rate and Method of Apportionment (RMA) which describes the proposed manner and method of apportioning the special tax;
- Adoption of a resolution amending the special tax lien; and
- Adoption of an ordinance amending the special tax lien, which at this time is anticipated to include the one property owner within the district which would assure a "2/3 approval" threshold.

Resolution 19-44 will commence the amendment to the RMA to increase the special tax rate for base year 2018-19.

ANALYSIS

Amendment of the CFD "S" special tax will require a number of future actions by the City Council and what is anticipated to be an election by the property owner within the proposed district. LGI Homes has already submitted a Waiver and Consent declaration in support of the amendment process. The amendment is anticipated to take approximately two months and would be completed by late June 2019. Should the City Council approve tonight's recommendation, the tentative schedule of proposed actions are as follows:

Resolution of Consideration	April 17, 2019
Property owner files a waiver of election	April 18-May 29, 2019
Resolution amending special tax levy	June 5, 2019
Election Day	"
Resolution declaring results of election and adoption by ordinance amending the special tax	"
Adoption of Ordinance	June 17, 2019

Environmental Consideration

This action is not a project that is subject to CEQA because it is not an activity that may cause either a direct or reasonably foreseeable indirect physical change in the environment. (Pub. Resources Code, § 21065; CEQA Guidelines §§ 15060(c), 15378(a).)

Commission Recommendation

Not applicable

Strategic Plan Integration

The City Council included within the Strategic Plan objective of achieving a fiscally sound government and the actions recommended in this report will further that objective. In addition, adoption of special taxes and fees for service help establish the strong financial base necessary to provide quality service.

Alternatives

The City Council has established policies for requiring the formation of services districts to pay for maintenance services, and amendment of the CFD "S" special tax levy will implement adopted policies for the Port Towne subdivision, which is that new development should be self-supporting. As an alternative to the staff recommendation, the City Council may choose to:

1. Not proceed with amendment of the CFD "S" special tax at this time; or
2. Direct staff to not proceed with amendment to the CFD "S" special tax levy. This alternative may mean that the City's general fund would absorb some of the increased maintenance costs that would otherwise be funded by the increased special tax assessment.

Coordination and Review

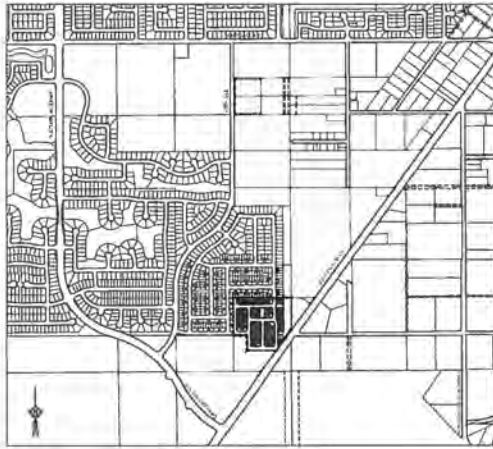
This report was prepared with input from Community Development (Development Services) Department, the City Attorney, and consultants Economic and Planning Systems.

Budget/Cost Impact

Fees for services such as these support a higher level of service than can be supported by general taxes alone. The staff recommendation contained in Resolution 19-44 will ensure that maintenance costs in CFD "S" are assigned to the CFD.

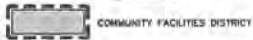
ATTACHMENTS

1. CFD S Boundary Map
2. Resolution 19-44



VICINITY MAP
SCALE: 1" = 1,000'

LEGEND



COMMUNITY FACILITIES DISTRICT

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF WEST SACRAMENTO THIS ____ DAY OF _____, 201__.

KRYSS RANKIN
CITY CLERK
CITY OF WEST SACRAMENTO

I HEREBY CERTIFY THAT THIS MAP SHOWING THE PROPOSED BOUNDARIES OF COMMUNITY FACILITIES DISTRICT No. _____, CITY OF WEST SACRAMENTO, COUNTY OF YOLO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO AT A REGULAR MEETING THEREOF, HELD ON THE ____ DAY OF _____, 201__, BY ITS RESOLUTION No. _____.

KRYSS RANKIN
CITY CLERK
CITY OF WEST SACRAMENTO

FILED THIS ____ DAY OF _____, 201__, AT THE HOUR OF ____ O'CLOCK ____ M., IN BOOK ____ OF MAPS, AT PAGE ____ IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF YOLO, STATE OF CALIFORNIA.

JESSE SALINAS
COUNTY CLERK/RECORDER
COUNTY OF YOLO



SCALE: 1" = 200'

PROPOSED BOUNDARY OF
COMMUNITY FACILITIES DISTRICT 'S' (PORT TOWN MAINTENANCE)
CITY OF WEST SACRAMENTO,
COUNTY OF YOLO,
STATE OF CALIFORNIA

RESOLUTION 19-44

A RESOLUTION OF CONSIDERATION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO ADOPTED ON BEHALF OF THE CITY'S COMMUNITY FACILITIES DISTRICT "S" (PORT TOWNE SERVICES), PROPOSING AN AMENDMENT TO THE SPECIAL TAX FORMULA, MAKING CERTAIN FINDINGS AND ESTABLISHING A PUBLIC HEARING

WHEREAS, pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), the City Council (the "City Council") of the City of West Sacramento (the "City"), on October 17, 2018, adopted its Resolution 18-68 (the "Resolution of Intention"): (i) declaring its intention to establish Community Facilities District "S" (Port Towne Services) ("CFD S") pursuant to the Act, (ii) proposing to levy a special tax therein for the purpose of providing for the financing of certain maintenance services (the "Services"), (iii) declaring its intention to establish an appropriations limit, and (iv) calling a public hearing on the establishment of CFD S; and

WHEREAS, pursuant to the Act, the City Council on December 5, 2018, following the public hearing on the establishment of CFD S, approved Resolution 18-76 (the "Resolution of Formation") forming the City of West Sacramento Community Facilities District "S" (Port Towne Services) and calling an election which was held on December 5, 2018, for the approval of the levy of the special tax and the establishment of an appropriations limit (the "Measure"); and

WHEREAS, it is now proposed that the special tax currently levied in CFD S be increased by altering the rate or method of apportionment of the special tax (the "Tax Increase") within the area currently located within CFD S; and

WHEREAS, the Services currently authorized will not be changed; and

WHEREAS, Section 53331 of the Act specifically authorizes the City Council, as a part of such election call, to alter the special tax formula levied within CFD S by adopting a resolution of consideration; and

WHEREAS, the City Council now desires to revise the tax formula in the manner described below, to seek voter approval of the proposed Tax Increase and the approval of an appropriations limit, as hereinafter set forth; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Sacramento, as follows:

Section 1. Recitals. The above recitals are true and correct.

Section 2. Boundary of CFD. The boundaries of CFD S are described in the map entitled, "Proposed Boundary of Community Facilities District "S," City of West Sacramento, County of Yolo, State of California" which is filed in the office of the City Clerk and was recorded with the Yolo County Clerk/Recorder on October 25, 2018, in Book 2018 of Maps at page 135.

Section 3. Public Convenience and Necessity. The City Council hereby determines that the public convenience and necessity require altering the special tax formula to be levied by CFD S from that approved in the Resolution of Formation by increasing to the amount described in the new Attachment 1 as attached to the tax formula entitled "Rate, Method of Apportionment,

and Manner of Collection of the Special Tax," all as set forth in Exhibit A, attached hereto (the "Revised Special Tax Formula").

Section 4. Purpose of Proposed Change. The purpose of the proposed change is to modify the originally proposed special tax for CFD S by levying the Tax Increase within CFD S so as to adequately fund the Services.

Section 5. Levy of Special Taxes. Except where funds are otherwise available, a Tax Increase sufficient to pay for the Services, secured by recordation of a continuing lien against all non-exempt real property in CFD S shall be levied within CFD S. The Tax Increase is set forth as a new Attachment 1 in the Revised Special Tax Formula.

Section 6. Appropriations Limit. The City Council intends to establish an appropriations limit, as defined by Article XIII B, Section 8(h), of the Constitution of the State of California, for CFD S in the amount of all special taxes collected within CFD S (the "Appropriations Limit").

Section 7. Notice of Public Hearing. NOTICE IS HEREBY GIVEN THAT Wednesday, June 5, 2019, at the hour of 7:00 p.m., or as soon thereafter as the matter may be heard, in the regular meeting place of the City Council Chambers, 1110 West Capitol Avenue, West Sacramento, California, is fixed as the time and place when and where the City Council will hold a public hearing on (i) the Tax Increase, and (ii) the proposed Appropriations Limit. At the hearing, the testimony of all interested persons or taxpayers for or against the levy of the Tax Increase, and the proposed Appropriations Limit will be heard and considered. Any protests may be made orally or in writing, except that any protests pertaining to the regularity or sufficiency of the proceedings shall be in writing and shall clearly set forth the irregularities and defects to which objection is made. All written protests shall be filed with the City Clerk before the time fixed for the hearing, and any written protests may be withdrawn, in writing, at any time prior to the conclusion of the hearing.

Section 8. Publication of Notice of Hearing. The City Clerk shall cause to be published a notice of the hearing once in a newspaper of general circulation within the boundaries of CFD S. Publication shall be completed at least seven (7) days prior to the public hearing.

Section 9. Content of Notice. Notice of the hearing shall be headed "Notice of Public Hearing," and shall contain:

- a. The text or a summary of this Resolution;
- b. The time and place of the public hearing;
- c. A statement that at the hearing the testimony of all interested persons or taxpayers for or against the Tax Increase and the Appropriations Limit proposed to be incurred will be heard;
- d. A description and summary of the effect of protests made by registered voters or landowners against the Tax Increase and the Appropriations Limit; and
- e. A description of the proposed voting procedure.

Section 10. Election; Description of Proposed Voting Procedures. If, at the conclusion of the public hearing, the City Council finds there are insufficient number of protests, the City Council proposes to order an election by mailed ballot and submit the question of the levy of the Tax Increase to the qualified electors. Because fewer than twelve registered voters currently reside within CFD S, the qualified electors shall be the landowners within CFD S, and each landowner who is the owner of record at the close of the hearing shall have one vote for each acre or portion of an acre of land that such landowner owns within CFD S.

Section 11. Effective Date. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the City Council of the City of West Sacramento this 17th day of April, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Christopher L. Cabaldon, Mayor

Kryss Rankin, City Clerk

EXHIBIT A

CITY OF WEST SACRAMENTO
COMMUNITY FACILITIES DISTRICT S
(PORT TOWNE SERVICES)
YOLO COUNTY, CALIFORNIA

RATE, METHOD OF APPORTIONMENT, AND
MANNER OF COLLECTION OF SPECIAL TAX

1. Basis of Special Tax Levy

A Special Tax authorized under the Mello-Roos Community Facilities Act of 1982 (Act) applicable to the land in the Community Facilities District S (Port Towne Services) (CFD) of the City of West Sacramento (City) shall be levied and collected according to the tax liability determined by the City through the application of the appropriate amount or rate, as described below.

2. Definitions

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, Sections 53311 and following of the California Government Code.

"Administrative Expenses" means the actual or estimated costs incurred by the City to form the CFD and to determine, levy, and collect the Special Taxes, including compensation of City employees for administrative work performed in relation to the CFD, the fees of consultants and legal counsel, the costs of collecting installments of the Special Taxes on the general tax rolls, preparation of required reports, and any other costs required to administer the CFD as determined by the City.

"Administrator" means the Finance Director of the City, or his or her designee.

"Annual Costs" means for each Fiscal Year, the total of (1) Authorized Services, (2) Administrative Expenses, and (3) any amounts needed to cure actual delinquencies in Special Taxes for the previous Fiscal Year.

"Authorized Services" mean those services, as listed in the resolution forming the CFD.

"Base Year" means the Fiscal Year beginning July 1, 2018 and ending June 30, 2019.

"Building Permit" means a permit issued by the City for the construction of a Residential Use structure.

"CFD" means the Community Facilities District S (Port Towne Services) of the City of West Sacramento, Yolo County, California.

"City" means the City of West Sacramento in Yolo County, California.

"Council" means the City Council of the City of West Sacramento acting for the CFD under the Act.

"County" means the County of Yolo, California.

"County Assessor's Parcel" means a lot or Parcel with an assigned Assessor's Parcel Number in the maps used by the County Assessor in the preparation of the tax roll.

"Developed Parcel" means, in any Fiscal Year:

- For Final Map Parcels: All Parcels for which a Building Permit for new construction of a Residential Use structure was issued during or prior to the preceding Fiscal Year.

Once a Taxable Parcel has been designated as a Developed Parcel it shall remain so designated.

"Final Map Parcel" means a Parcel designated for development as a single-family residence, which is part of a Final Small Lot Subdivision Map.

"Final Small Lot Subdivision Map" means a recorded map designating individual single-family residential Parcels.

"Fiscal Year" means the period starting July 1 and ending the following June 30.

"Maximum Annual Special Tax" means the greatest amount of Special Tax that can be levied against a Parcel in a given Fiscal Year, as shown in **Attachment 1**.

"Maximum Annual Special Tax Rate" means the Maximum Annual Special Tax Rate per Unit as shown in **Attachment 1**.

"Maximum Annual Special Tax Revenue" means the greatest amount of revenue that can be collected in total from a group of Parcels (such as Developed Parcels) by levying the Maximum Annual Special Tax.

"Maximum CFD Special Tax Revenue" means the sum of the Maximum Annual Special Tax levied on all Taxable Parcels in the CFD in a Fiscal Year.

"Parcel" means any County Assessor's Parcel in the CFD based on the equalized tax rolls of the County as of January 1 of each Fiscal Year.

"Parcel Number" means the Assessor's Parcel Number for any Parcel based on the equalized tax rolls of the County as of January 1 of each Fiscal Year.

"Public Parcel" means any Parcel, in its entirety, that is or is intended to be publicly owned that is normally exempt from the levy of general ad valorem property taxes under California law, including public streets, schools, parks, public drainage-ways, public landscaping, wetlands, greenbelts, and public open space. These parcels are exempt from the levy of Special Taxes. Any such Parcel will be a Tax-Exempt Parcel.

"RMA" means the Rate and Method of Apportionment of the Special Tax.

“Residential or Residential Use” means that portion of a Development Project designated for residential use, such as single-family residential units.

“Single-Family or Single-Family Unit” means a residential unit on a Parcel designated for one single-family residential unit per Parcel.

“Special Tax(es)” mean(s) any tax levy under the Act in the CFD.

“Special Tax Ordinance” is an ordinance or resolution of the City Council authorizing the annual levy and collection of the Special Tax.

“Subdivision” or **“Subdivided”** means a division of a Parcel into two or more Parcels through the Subdivision Map Act process. A Subdivision may also include the merging of two or more Parcels to create new Parcels. A Subdivision includes any lot line adjustments.

“Tax Category” means the categories taxable land uses shown in **Attachment 1**.

“Tax Collection Schedule” means the document prepared by the Administrator for the County Auditor-Controller to use in levying and collecting the Special Taxes each Fiscal Year.

“Tax Escalation Factor” means a factor not to exceed 4 percent, determined by the Administrator in any Fiscal Year following the Base Year by which the Annual Special Tax for the previous Fiscal Year will be increased to provide sufficient services for the current Fiscal Year.

“Taxable Parcel” means any Parcel that is not a Tax-Exempt Parcel.

“Tax-Exempt Parcel” means a Parcel not subject to the annual Special Tax. Tax-Exempt Parcels include any Public Parcel. Certain privately owned Parcels also may be exempt from the levy of Special Taxes including common areas owned by homeowner’s associations or property owner associations, wetlands, detention basins, water quality ponds, and open space, as determined by the Administrator.

“Undeveloped Parcel” means a Taxable Parcel that is not a Developed Parcel or Final Map Parcel.

3. Duration of the Special Tax

Parcels in the CFD will remain subject to the Special Tax in perpetuity.

If the Special Tax ceases to be levied, the City will direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished. The Notice of Cessation of Special Tax, in addition, will identify the book and page of the Book of Maps of Assessment and Community Facilities Districts where the map of the boundaries of the CFD is recorded.

4. Administrative Tasks

Tasks required of the Administrator are discussed below:

- A. Annual Special Tax Escalation. The Administrator shall increase the Maximum Annual Special Tax by the Tax Escalation Factor in each Fiscal Year following the Base Year.

- B. Assignment of the Maximum Annual Special Tax to Taxable Parcels. The Maximum Annual Special Tax is assigned to Taxable Parcels (and as identified in **Map 1**) using the procedures discussed below.
- a. Assignment of the Maximum Annual Special Tax to Final Map Parcels. Final Map Parcels are identified in **Attachment 1** and assigned a Maximum Annual Special tax per Unit.
 - b. Assignment of the Maximum Annual Special Tax to Undeveloped Parcels. Multiply the Maximum Annual Special Tax per Acre for Undeveloped Parcels (as shown in **Attachment 1**) times the Acreage of the Taxable Parcel.
- C. Conversion of a Tax-Exempt Parcel to a Taxable Parcel. If a Tax-Exempt Parcel is not needed for public use and is converted to a taxable use or transferred to a private owner, it shall become subject to the Special Tax. The Maximum Annual Special Tax for the assigned Tax Category for such a Parcel is determined using the provisions of Sections 4 and 5 of the RMA.
- D. Taxable Parcels Acquired by a Public Agency. A Taxable Parcel that is acquired by a public agency after the CFD is formed will become a Tax-Exempt Parcel.

5. Assignment of the Annual Special Tax

- A. Classification of Parcels. By June 30 of each Fiscal Year, using the Definitions in **Section 2**, above, the parcel records of the Assessor's Secured Tax Roll as of January 1, and other City development approval records, the Administrator shall:
1. Each Parcel to be classified as a Taxable Parcel or Tax-Exempt Parcel.
 2. Each Parcel to be classified as a Developed Parcel, Final Map Parcel, or Undeveloped Parcel.

6. Calculating Annual Special Taxes

The Administrator will compute the Annual Costs and determine the Maximum Annual Special Tax for each Taxable Parcel based on the assignment of the Special Tax in **Section 4**. The Administrator will then determine the tax levy for each Taxable Parcel using the following process:

- A. Compute the Annual Costs using the definition of Annual Costs in Section 2.
- B. Calculate the Special Tax levy for each Taxable Parcel by the following steps:

Step 1: Compute 100 percent of the Maximum Annual Special Tax Revenue for all Developed Parcels.

Step 2: Compare the Annual Costs with the Maximum Annual Special Tax Revenue calculated in the previous step.

Step 3: If the Annual Costs are lower than the Maximum Annual Special Tax Revenue, decrease proportionately the Special Tax levy for each Developed Parcel until the revenue from the Special Tax levy equals the Annual Costs.

Step 4: If Annual Costs are greater than the Maximum Annual Special Tax Revenue for Developed Parcels, levy the Land Special Tax proportionately on each Final Map Parcel until the Maximum Annual Special Tax revenue equals Annual Costs, or until 100 percent of the Maximum Annual Special Tax is levied.

Step 5: If Annual Costs are greater than the Maximum Annual Special Tax Revenue for Developed Parcels and Final Map Parcels, levy the Maximum Annual Special Tax proportionately on each Undeveloped Parcel until the Maximum Annual Special Tax revenue equals Annual Costs, or until 100 percent of the Maximum Annual Special Tax is levied.

- C. Levy on each Taxable Parcel the amount calculated above.
- D. Prepare the Tax Collection Schedule and, unless an alternative method of collection has been selected pursuant to **Section 10**, send it to the County Auditor requesting that it be placed on the general, secured property tax roll for the Fiscal Year. The Tax Collection Schedule will not be sent later than the date required by the Auditor for such inclusion.

The Administrator will make every effort to correctly calculate the Special Tax for each Parcel. It will be the burden of the taxpayer to correct any errors in the determination of the Parcels subject to the tax and their Special Tax assignments.

7. Records Maintained for the CFD

As development and Subdivision occurs in the CFD, the Administrator will maintain a file containing records of the following information for each Parcel:

- The current County Assessor's Number for each Parcel.
- The Tax Category and Maximum Annual Special Tax assigned to a Parcel.

The file containing the information listed above will be available for public inspection.

8. Interpretation, Application and Appeal of Special Tax Formula and Procedures

Any taxpayer who feels that the amount of the Special Tax assigned to a Parcel is in error may file a notice with the Administrator appealing the levy of the Special Tax. The Administrator will then promptly review the appeal, and if necessary, meet with the applicant. If the Administrator verifies that the tax should be modified or changed, the Special Tax levy will be corrected and, if applicable in any case, a refund will be granted.

Interpretations may be made by Resolution of the Council for purposes of clarifying any vagueness or ambiguity as it relates to the Special Tax rate, the method of apportionment, the classification of properties, or any definition applicable to the CFD.

Without Council approval, the Administrator may make minor, non-substantive administrative and technical changes to the provisions of this Exhibit that do not materially affect the rate, method of apportionment, and manner of collection of the Special tax for purposes of the administrative efficiency or convenience or to comply with new applicable federal, state or local law.

9. Prepayment of the Special Tax Obligation

The Maximum Annual Special Tax for a Taxable Parcel may not be prepaid. The Special Tax is collected to fund Authorized Services in perpetuity, or until the Council determines that the Special Tax should no longer be collected.

10. Manner of Collection

The Special Tax will be collected in the same manner and at the same time as ad valorem property taxes, provided, however, that the Administrator or its designee may directly bill the Special Tax and may collect the Special Tax at a different time, such as on a monthly or other periodic basis, or in a different manner, if necessary, to meet the City's financial obligations.

Attachment 1	
Community Facilities District S	
Maximum Annual Special Tax in Base Year (FY 2018-19)	
Tax Category	Maximum Annual Special Tax per Unit [1]
	<i>per Unit</i>
Final Map Parcel	\$107.00
	<i>per Acre</i>
Undeveloped Parcel	\$1,417.00
	<i>"alt1"</i>
[1] The Maximum Annual Special Tax is increased by the Tax Escalation Factor in each Fiscal Year following the Base Year (FY 2018-19).	

The following Attachment 1 is to be added in replacement of the Attachment 1 currently found in the Rate, Method of Apportionment, and Manner of Collection of the Special Tax ("RMA") currently in effect within Community Facilities District S (Port Towne Services) City of West Sacramento, Yolo County, California. Capitalized terms not defined in the following attachment shall have the meanings ascribed to them in the RMA.

**Attachment 1
City of West Sacramento
Community Facilities District S (Port Towne Services) – Increased Special Tax**

**Replacement
Attachment 1
Community Facilities District S
Maximum Annual Special Tax in Base year (FY 2018-19)**

Tax Category	Maximum Annual Special Tax per Unit [1]
Final Map Parcel	<i>per Unit</i> \$166.00
Undeveloped Parcel	<i>per Acre</i> \$2,257.00

"att1"

[1] The Maximum Annual Special Tax is increased by the Tax Escalation Factor in each Fiscal Year following the Base Year (FY 2018-19).

CERTIFICATION OF CITY CLERK

I, Kryss Rankin, City Clerk of the City of West Sacramento, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly approved and adopted by the City Council at a regular meeting thereof held on April 17, 2019, of which meeting all the members of the City Council had due notice and at which a majority thereof were present. At the meeting the resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The agenda for the meeting was posted at least seventy-two (72) hours before the meeting at the offices of the City at 1110 West Capitol Avenue, West Sacramento, California, a location freely accessible to members of the public, and a brief description of the resolution appeared on the agenda.

Kryss Rankin, City Clerk
City of West Sacramento

MEETING DATE: April 17, 2019

ITEM # 6

SUBJECT:

CONSIDERATION OF RESOLUTION 19-27 DECLARING INTENTION TO ANNEX TERRITORY TO COMMUNITY FACILITIES DISTRICT B (NEWPORT ESTATES) AND TO LEVY A SPECIL TAX TO PAY FOR CERTAIN PUBLIC FACILITY SERVICES

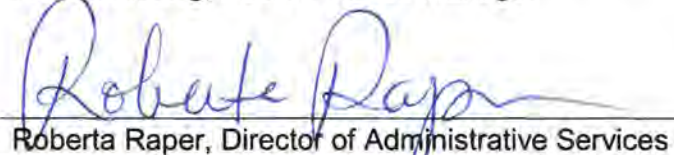
INITIATED OR REQUESTED BY:

Council Staff

Other

REPORT COORDINATED OR PREPARED BY:

Paul Blumberg, Public Finance Manager


Roberta Raper, Director of Administrative Services

ATTACHMENT Yes No

Information

Direction

Action

OBJECTIVE

The purpose of this action is to initiate the process of annexing the Newport Villas subdivision into Community Facility District "B" (Newport Estates Services) in order to extend maintenance services to the area located at the North-east corner of the Newport Estates subdivision.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council adopt Resolution 19-27 declaring the City Council's intent to annex certain territory to CFD "B" (Newport Estates Services), levy a special tax to pay for certain public services, and call a public hearing.

BACKGROUND

Government Code Section 53311, the Mello-Roos Act of 1982, allows local government entities to form community financing districts (CFDs) to fund maintenance of public facilities, including street lighting, landscaping, drainage, and other basic public infrastructure.

CFDs are formed in a way so that the parcels to be included within the district boundaries will benefit from the services to be provided. The law allows for annexation of properties into a district, so that a supplemental assessment known as the "special tax" is levied upon properties within the district and collected along with the regular tax bill. Formation of and/or annexation to a CFD requires a 2/3 majority vote of residents within the district, or where there are fewer than 12 registered voters, property owners within the district. Once the annexation to the CFD is approved, a special tax lien is placed against each taxable property within the annexed territories on par with the original parcels included within the district. A mathematical formula is developed to calculate the annual special tax to be contributed by each property and is approved at the time the district is formed.

The City has 16 existing "maintenance services" CFDs. Annexation of the 4.86-gross-acre Villas subdivision (also referred to by its vesting tentative map #4492) to the existing maintenance services CFD (CFD "B"), will incorporate a project boundary that mirrors the subdivision map (a boundary map is attached to this report). Newport Villas is to include 36 single family homes.

The City is currently processing the final subdivision map for the Newport Villas subdivision, which includes the assignment of maintenance responsibilities to constructed public facilities. Typically, this includes landscaping and lighting, storm drainage, and other "build areas" that may be deemed public or private common facilities within the subdivision.

In conjunction with the property, Seecon Financial and Construction Company, LLC, City staff have identified the areas of City maintenance to be consistent with the contiguous Newport Estates subdivision.

The CFD annexation process has the following key procedural steps:

- Approval of a Resolution of Intention (ROI) to initiate annexation of territory to the existing district (tonight's proposed action)
- Holding a public hearing and adoption of a Rate and Method of Apportionment (RMA) which describes the proposed manner and method of apportioning the special tax;
- Adoption of a Resolution of Formation (ROF) annexing properties into the district; and

- Holding of a Special Election, which at this time is anticipated to include the one property owner within the territory to be annexed into the district which would assure a "2/3 approval" threshold.

ANALYSIS

In considering the approval of the final subdivision map for the Newport Villas subdivision in the near future, the City Council will be asked to consider staff recommended conditions that the project provide financial resources for maintaining constructed public improvements. As currently drafted, maintenance responsibilities for certain public improvements will be assigned to CFD "B".

A City team composed of members of the City's Community Development Department, Administrative Services Department, legal counsel, and consultants have convened to recommend the annexation of CFD "B" to allow for the extension of existing maintenance functions performed in the contiguous subdivision, Newport Estates. The City has engaged the financial consulting firm of Economic Planning Systems, a firm which has assisted the City with its other maintenance district formations, to prepare key documents associated with the annexation. In addition, the City Attorney has provided guidance in reviewing work products and actions in the formation of the district. CFD "B" was annexed in 2008 to include the Newport Grove subdivision (Annexation No. 1), and this will be the second annexation to CFD "B".

Resolution 19-27 begins the annexation process by declaring the City's intention to: 1) annex territory into CFD "B"; 2) specify the types of maintenance services to be provided, 3) levy a special tax to pay for various maintenance services; and 4) set a date for a public hearing of June 5, 2019.

Annexation No. 2 to CFD "B" will require a number of future actions by the City Council and what is anticipated to be an election by the property owner within the proposed district. The annexation process is anticipated to take approximately two months and would be completed by mid-June 2019. Should the City Council approve tonight's recommendation, the tentative schedule of proposed actions are as follows:

Resolution of Intent	April 17, 2019
Property owner files a waiver of election	April 18 – May 29, 2019
Resolution Approving Annexation	June 5, 2019
Election Day	"
Resolution declaring results of election and adoption by ordinance the levy of the special tax	"
Adoption of Ordinance	June 17, 2019

Environmental Consideration

This action is not a project that is subject to CEQA because it is not an activity that may cause either a direct or reasonably foreseeable indirect physical change in the environment. (Pub. Resources Code, § 21065; CEQA Guidelines §§ 15060(c), 15378(a).)

Commission Recommendation

Not applicable

Strategic Plan Integration

The City Council included within the Strategic Plan objective of achieving a fiscally sound government and the actions recommended in this report will further that objective. In addition, adoption of special taxes and fees for service help establish the strong financial base necessary to provide quality service.

Alternatives

The City Council has established policies for requiring the formation of services districts to pay for maintenance services, and Annexation No. 2 will implement adopted policies for the Newport Villas subdivision. As an alternative to the staff recommendation, the City Council may choose to:

1. Not proceed with Annexation No. 2 at this time due to concerns about the Rate and Method of Apportionment included as an Exhibit to Resolution 19-27, but instead direct staff to revise the proposed RMA, modify the proposed boundaries, or make other changes. This alternative would also direct staff to return for consideration after such changes have been made and would delay the current schedule for

adoption, and therefore delay the schedule for adopting the Newport Villas final map tentatively scheduled for the June 17 City Council meeting.

2. Direct staff to not proceed with Annexation No. 2 and instead pursue other options for addressing maintenance, including creating a "stand alone" CFD, or requiring the developer to establish a Homeowner's Association ("HOA"). This alternative may mean substantial delay to approval of the Newport Villas final map.

Coordination and Review

Preparation of this report involved input from the City's Community Development (Development Services) Department. In addition, it should be noted that support for Annexation No. 2 is being provided by consultants Economic and Planning Systems and the City Attorney.

Budget/Cost Impact

Fees for services such as these support a higher level of service than can be supported by general taxes alone. The City will be responsible for ongoing maintenance of certain public improvements as outlined in the Rate and Method of Apportionment. The costs of forming the district have been funded by Seecon Financial and Construction Company LLC

ATTACHMENTS




1. CFD "B" Annexation Boundary Map
2. Resolution 19-27



ANNEXATION No. 2



LEGEND

-  COMMUNITY FACILITIES DISTRICT 'B' BOUNDARY
-  ANNEXATION No. 2 TO COMMUNITY FACILITY DISTRICT 'B'
-  EXEMPT

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF WEST SACRAMENTO THIS ____ DAY OF _____, 201__.

KRYSS RANON
CITY CLERK
CITY OF WEST SACRAMENTO

I HEREBY CERTIFY THAT THIS MAP SHOWING THE PROPOSED BOUNDARIES OF ANNEXATION No. 2, CITY OF WEST SACRAMENTO, COUNTY OF YOLO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO AT A REGULAR MEETING THEREOF, HELD ON THE ____ DAY OF _____, 201__, BY ITS RESOLUTION No. _____.

KRYSS RANON
CITY CLERK
CITY OF WEST SACRAMENTO

FILED THIS ____ DAY OF _____, 201__, AT THE HOUR OF ____ O'CLOCK ____ M., IN BOOK ____ OF MAPS, AT PAGE ____ IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF YOLO, STATE OF CALIFORNIA.

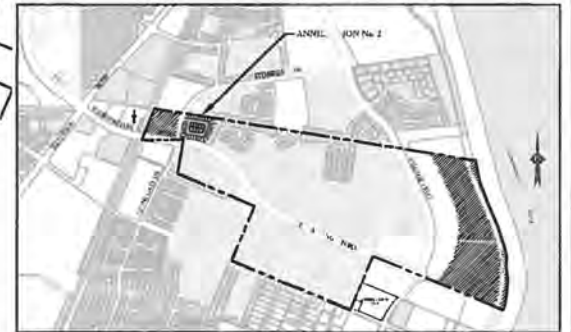
JESSE SALINAS
COUNTY CLERK/RECORDER
COUNTY OF YOLO

**ANNEXATION MAP No. 2 OF
COMMUNITY FACILITY DISTRICT 'B'
CITY OF WEST SACRAMENTO, YOLO COUNTY, CALIFORNIA**

SCALE: 1" = 100'

SHEET 1 OF 1

REFERENCE IS MADE TO THAT BOUNDARY MAP OF COMMUNITY FACILITIES DISTRICT B OF THE CITY OF WEST SACRAMENTO RECORDED WITH THE YOLO COUNTY RECORDER'S OFFICE ON APRIL 30, 2001, IN BOOK 2001 OF MAPS AT PAGE 30.



VICINITY MAP
N.T.S.

RESOLUTION 19-27**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
DECLARING ITS INTENTION TO ANNEX TERRITORY TO COMMUNITY FACILITIES
DISTRICT "B" (NEWPORT ESTATES) AND TO LEVY A SPECIAL TAX TO PAY FOR
CERTAIN PUBLIC SERVICES AND CALLING A PUBLIC HEARING
(Annexation No. 2)**

WHEREAS, pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), the City Council (the "City Council") of the City of West Sacramento (the "City"), on April 18, 2001 approved Resolution No. 01-45 declaring its intention to establish the City of West Sacramento Community Facilities District "B" (Newport Estates) ("CFD B"); and

WHEREAS, the City Council on June 20, 2001 adopted Resolution No. 01-58 determining the results of the special election and finding that more than two-thirds (2/3) of all votes cast at the special election were cast in favor of the proposition presented, and such proposition passed; and

WHEREAS, the City Council has determined, because of the proposed development of certain property within the City, to initiate proceedings for the annexation of such property to CFD B in accordance with the Act.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of West Sacramento that:

Section 1. Description of Territory to be Annexed. Public convenience and necessity require, and this City Council proposes and intends, that the City annex certain territory to the CFD. The territory to be annexed is described in a map entitled "Annexation Map No. 2 Community Facilities District "B" (Newport Estates), City of West Sacramento, Yolo County, State of California" which is on file with the City Clerk. The City Clerk is hereby authorized and directed to endorse the certificates set forth on the map and to record the map in accordance with the provisions of Section 3111 of the Streets and Highways Code of the State of California.

Section 2. Description of Territory Included in Existing CFD B. The boundaries of the territory currently included in CFD B are described (i) in a map entitled "Boundaries of Community Facilities District "B," City of West Sacramento, County of Yolo, State of California," approved by the City Council in Resolution No. 00-45 and recorded on April 30, 2001, in Book 2001 of Maps at page 30, and (ii) in a map entitled "Annexation Map No. 1 of Community Facilities District "B" City of West Sacramento, Yolo County, California," approved by the City Council in Resolution No. 08-44 and recorded on May 28, 2008, in Book 2008 of Maps at page 32, in the office of the County Recorder of Yolo County.

Section 3. Specification of the Type of Services Provided. The services proposed to be provided in the territory proposed to be annexed to CFD B are the same as those provided in the existing CFD B and are described in Exhibit A attached hereto. The cost of providing Services includes "incidental expenses," which include costs associated with the creation of CFD B, determination of the amount of special taxes, collection or payment of special taxes, or costs otherwise incurred in order to carry out the authorized purposes of CFD B. The services authorized to be financed by the CFD B are in addition to those currently provided in the territory of the CFD B and do not supplant services already available within that territory.

Section 4. Plan for Providing Services. The services that are financed and provided from taxes collected in CFD B will be used by residents of the current CFD B and residents of the territory proposed to be annexed on the same basis.

Section 5. Specification of Special Taxes to be Levied; Except where funds are otherwise available, a special tax sufficient to pay for all services to be provided in or for the territory to be annexed, and secured by a continuing lien against all nonexempt real property in CFD B, will be annually levied within the territory proposed to be annexed to CFD B. The rate, method of apportionment, and manner of collection of such special tax are set forth in Exhibit B attached hereto (the "Special Tax"). For purposes of the Special Tax Formula, the territory proposed to be annexed to the CFD will be designated as Annexation No. 2.

Section 6. No Alteration of the Special tax Levied in the Existing Community Facilities District. The City Council does not propose to alter the special tax rate levied within the existing CFD B as a result of the proposed annexation.

Section 7. Public Hearing. The City Council hereby fixes 7:00 p.m., or as soon thereafter as practicable, on Wednesday, June 5, 2019, at the regular meeting place of the City Council, 1110 West Capitol Avenue, West Sacramento, California, as the time and place for a public hearing on the annexation of territory to CFD B.

Section 8. Notice of Hearing. The City Council directs the City Clerk to publish a notice of the hearing, in substantially the form attached hereto as Exhibit C, once not later than seven days prior to the date fixed for the hearing, in a newspaper of general circulation published in the area of CFD B.

Section 9. Effective Date. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the City Council of the City of West Sacramento this 17th day of April, 2019, by the following vote:

AYES:
NOES:
ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

EXHIBIT A
LIST OF AUTHORIZED SERVICES

The authorized services to be funded from the levy and collection of annual special taxes include those set forth below in addition to the costs associated with collecting and administering the special taxes and annually administering the District. The authorized services to be funded include:

1. The maintenance of landscaping, irrigation facilities, lighting, and other equipment within or along public rights-of-way for landscape corridors.
2. Cost of parkway landscape improvement, repair, or replacement.
3. Miscellaneous costs related to any of the items described above including planning, engineering, and legal and administration costs.
4. The levy of Special Taxes to accumulate funds in a sinking fund for anticipated future repair or replacement costs of landscaping, irrigation facilities, lighting, and other facilities maintained by the CFD as determined by the Administrator.

EXHIBIT B

THE SPECIAL TAX FORMULA CITY OF WEST SACRAMENTO COMMUNITY FACILITIES DISTRICT "B" (NEWPORT ESTATES) RATE, METHOD OF APPORTIONMENT, AND MANNER OF COLLECTION OF SPECIAL TAX

1. BASIS OF SPECIAL TAX LEVY

A Special Tax authorized under the Mello-Roos Community Facilities Act of 1982 (the "Act") applicable to the land in the Newport Estates Services Community Facilities District B (the "CFD") of the City of West Sacramento (the "City"), shall be levied and collected according to the tax liability determined by the City through the application of the appropriate amount or rate, as described below, for the cost of parkway and open space maintenance, and street lighting operation and maintenance.

2. DEFINITIONS

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, Sections 53311 and following of the California Government Code.

"Administrative Expenses" means the costs incurred by the City to determine, levy, and collect the Special Taxes, including salaries of City employees and the fees of consultants; the costs of collecting installments of the Special Taxes and preparing required reports; and any other costs required to administer the CFD as determined by the City of West Sacramento.

"Administrator" means the Director of Finance or his or her designee.

"Annual Cost(s)" means for each Fiscal Year for the CFD, the total of (1) the estimated cost of Authorized Services; (2) Administrative Expenses; (3) any amounts needed to reimburse the City for funds advanced or to restore amounts withdrawn from reserves to meet funding shortfalls (whether due to delinquencies in Special Tax payments or any other reason); and (4) any amounts needed to cover anticipated delinquencies in the current Fiscal Year.

"Annual Tax Escalation Factor" means a factor not to exceed 4 percent, determined by the Administrator in any Fiscal Year following the base year by which the Maximum Special Tax per Residential Unit for the previous Fiscal Year will be increased to provide sufficient services for the current Fiscal Year.

"Authorized Services" means services for the maintenance of parkways and open spaces, and the operation and maintenance of street lighting as listed in Exhibit C.

"Base Year" means the Fiscal Year beginning on July 1, 2001 and ending on June 30, 2002.

"CFD" means the Community Facilities District B (Newport Estates Services), of the City of West Sacramento, County of Yolo, State of California.

"City" means the City of West Sacramento, California.

"City Council" means the City Council of the City of West Sacramento acting for the CFD under the Act.

"County" means the County of Yolo, California.

"Final Residential Lot" means a Residential Unit created by a Final Subdivision Map.

"Final Subdivision Map" means a recorded map designating the final Parcel splits for individual single family residential Parcels.

"Fiscal Year" means the period starting July 1 and ending the following June 30.

"Large Lot Final Map Parcel" means a Parcel which has an approved large lot final map.

"Maximum Special Tax" means the greatest amount of Special Tax that can be levied against a Taxable Parcel in a Fiscal Year.

"Maximum CFD Revenue" means the sum of Maximum Special Tax for all Taxable Parcels in the CFD.

"Parcel" means any County Assessor's Parcel in the CFD based on the equalized tax rolls of the County.

"Public Parcel" means any parcel that is, or intended to be (1) publicly owned, and (2) is normally exempt from the levy of general *ad valorem* property taxes under California law, including public streets; schools, parks; and public drainage ways, public landscaping, greenbelts, and public open space. These Parcels are exempt from the levy of Special Taxes, as described below.

"Residential Unit" means either a lot created by a Final Subdivision Map or a single family unit as assigned by the City to the County Assessor's Parcel or as otherwise assigned by the Administrator.

"Special Tax(es)" mean(s) any tax levy under the Act in the CFD.

"Taxable Parcel" means any Parcel that is subject to the Special Tax.

"Tax-Exempt Parcel" means any Public Parcel.

"Tax Collection Schedule" means the document prepared by the City for the County Auditor-Controller to use in levying and collecting the Special Taxes each Fiscal Year.

"Undeveloped Parcel" means a Parcel which is not a Residential Unit or a Large Lot Final Map Parcel. No tax is levied on undeveloped parcel.

3. DETERMINATION OF PARCELS SUBJECT TO SPECIAL TAX

The City shall prepare a list of the Parcels subject to the Special Tax using the records of the County Assessor and other records of the City. The City shall identify the Parcels subject to the Special Tax from a list of all Parcels within the CFD using the procedure described below.

- A. Exclude all Tax-Exempt Parcels.

- B. Exclude all Undeveloped Parcels.
- C. The remaining Parcels are Taxable Parcels that shall be subject to the Special Tax according to the method detailed in Sections 5 and 6.

It shall be the burden of the taxpayer to timely correct any errors in the determination of the Parcels subject to the Special Tax and their Special Tax assignments.

4. TERMINATION OF THE SPECIAL TAX

Parcels in the CFD will remain subject to the Special Tax in perpetuity.

If the Special Tax ceases to be levied, the City shall direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished. The Notice of Cessation of Special Tax shall additionally identify the book and page of the Book of Maps of Assessment and Community Facilities Districts where the map of the boundaries of the CFD is recorded.

5. ASSIGNMENT OF MAXIMUM SPECIAL TAX

Each year, the Administrator shall assign the Maximum Special Tax for each taxable parcel. The Maximum Special Tax for the base year is shown in Attachment 1.

By August 1 each year, the City Council shall determine the Annual Escalation Factor. The Maximum Special Tax per Residential Unit will be escalated by the Annual Tax Escalation Factor in each year following the Base Year.

By August 1 of each Fiscal Year, using the definitions from Section 2, the Administrator shall assign the Maximum Special Taxes to each Taxable Parcel as follows:

- A. *Final Residential Lot* – The Maximum Special Tax for each Final Residential Lot is equivalent to the number of Residential Units on the lot times the Maximum Special Tax per Residential Unit.
- B. *Large Lot Final Map Parcels* – The Maximum Special Tax for a Large Lot Final Map Parcel shall be determined by multiplying the Maximum Special Tax by the number of estimated units assigned to each Large Lot Parcel.
- C. *Conversion of a Tax-Exempt Parcel to a Taxable Parcel* – If a Public Parcel is not needed for public use and is converted to a private use, it shall become subject to the Special Tax.

6. SETTING THE ANNUAL SPECIAL TAX LEVY FOR TAXABLE PARCELS

The City shall calculate the Special Tax levy for each Taxable Parcel and levy and collect the Special Taxes for each Fiscal year as follows:

- A. The Administrator shall compute the Annual Costs using the definition of Annual Costs in Section 2.
- B. The Administrator shall calculate the Special Tax levy for each Taxable Parcel as follows:

- Step 1: Calculate the Special Tax revenue from taxing all Final Residential Lots at 100 percent of their Maximum Special Tax
 - Step 2: If the Special Tax revenue from levying Final Residential Lots at 100 percent of their Maximum Special Tax exceeds the Annual Costs, decrease proportionately the Special Tax levy for each Final Residential Lot until the Special Tax revenue equals the Annual Costs.
 - Step 3: If the Special Tax revenue from taxing Final Residential Lots at 100 percent of their Maximum Special Tax is less than the Annual Costs, levy a Special Tax on each Large Lot Final Map Parcel proportionately until the total Special Taxes levied equals the Annual Costs, or until all Large Lot Final Map Parcels are taxed at their Maximum Special Tax.
- C. The Administrator shall levy on each Taxable Parcel the amount calculated in Steps 1-3 above.
 - D. The Administrator shall prepare the Tax Collection Schedule listing the tax levy for each Taxable Parcel and send it to the County Auditor-Controller requesting that it be placed on the general, secured property tax roll for the Fiscal Year. The Tax Collection Schedule shall not be sent later than the date required by the County Auditor-Controller for such inclusion.

As development and subdivision of the property in the CFD takes place, the City will maintain and make available for public inspection a file of each current County Assessor's Parcel number within the CFD and the authorized Maximum Special Tax on all such Parcels. This record shall show the Maximum Special Tax for each current Parcel and a brief description of the process of assigning the Maximum Special Tax each time a new Parcel was created.

7. ADMINISTRATIVE CHANGES AND APPEALS

The City Council or the Administrator has the authority to make necessary administrative adjustments to the Rate and Method of Apportionment in order to remedy any portions of the Special Tax formula that require clarification.

Any taxpayer that believes that the amount of the Special Tax assigned to a parcel is in error may file a notice with the City to appeal the Special Tax levy. The Administrator will then promptly review the appeal and, if necessary, meet with the applicant. If the Administrator verifies that the tax should be modified or changed, a recommendation at that time will be made to the City Council and, as appropriate, the Special Tax levy shall be corrected and, if applicable in any case, a refund shall be granted.

Interpretations may be made by Resolution of the City Council for purposes of clarifying any vagueness or ambiguity as it relates to the Special Tax rate, the method of apportionment, the classification of properties or any definition applicable to the CFD. The City shall make every effort to correctly calculate the Special Tax for each Parcel. It shall be the burden of the taxpayer to correct any errors in the determination of the Parcels subject to the Special Tax and their Special Tax assignments.

8. MANNER OF COLLECTION

The Special Tax will be collected in the same manner and at the same time as *ad valorem* property taxes; provided, however, that the Administrator may alternatively choose to directly bill and collect the Special Tax on a different schedule, such as on a monthly or other periodic basis, or in a different manner, if necessary to meet the City's financial obligation.

In the event of delinquent Special Taxes billed directly by the City, the City shall have all the rights to judicial foreclosure granted by the Mello-Roos Community Facilities Act of 1982.

**Attachment 1 to Rate and Method of Apportionment
City of West Sacramento CFD B
Base Year Maximum Tax Rates**

LAND USE	MAXIMUM ANNUAL SPECIAL TAX
Final Residential Unit	Per Unit \$216
Large Lot Final Map Parcel	Per Estimated Unit \$216

The Base Year is 2001-2002. The Maximum Annual Special Tax may be increased 4 percent per year after the Base Year.

EXHIBIT C

**NOTICE OF PUBLIC HEARING ON RESOLUTION OF INTENTION TO ANNEX TERRITORY
TO AN EXISTING COMMUNITY FACILITIES DISTRICT**

NOTICE IS HEREBY GIVEN that the City Council of the City of West Sacramento on April 17, 2019, adopted its Resolution No. 19-27, in which it declared its intention to annex territory to existing Community Facilities District "B" (Newport Estates) (the "CFD"), and to levy a special tax to pay for certain public services, all pursuant to the provisions of the Mello Roos Community Facilities Act of 1982, Chapter 2.5, Part 1, Division 2, Title 5 of the California Government Code. The resolution describes the territory to be annexed, specifies the type of services to be financed, and describes the rate and method of apportionment of the proposed special tax. No change in the tax levied in the existing CFD is proposed. For further details, the resolution is available at the office of the City Clerk, 1110 West Capitol Avenue, West Sacramento, California.

NOTICE IS HEREBY FURTHER GIVEN that the City Council has fixed June 5, 2019, at the hour of 7:00 p.m., or as soon thereafter as the matter may be heard, at the regular meeting place of the City Council, 1110 West Capitol Avenue, West Sacramento, California, as the time and place when and where the City Council will hold a public hearing to consider the annexation. At the hearing, the testimony of all interested persons for or against the annexation of the territory or the levying of the special taxes will be heard.

DATED: _____

Kryss Rankin, City Clerk, City of West Sacramento

MEETING DATE: April 17, 2019

ITEM # 7

SUBJECT:

CONSIDERATION OF RESOLUTION 19-17 DECLARING INTENTION TO ESTABLISH A COMMUNITY FACILITIES DISTRICT NO. 29 (PORT TOWNE INFRASTRUCTURE) AND TO LEVY A SPECIAL TAX AND TO INCUR BONDED INDEBTEDNESS TO PAY FOR CERTAIN PUBLIC FACILITIES

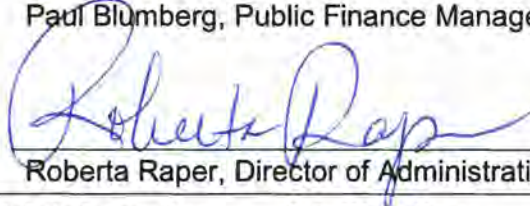
INITIATED OR REQUESTED BY:

Council Staff

Other

REPORT COORDINATED OR PREPARED BY:

Paul Blumberg, Public Finance Manager



Roberta Raper, Director of Administrative Services

ATTACHMENT Yes No

Information

Direction

Action

OBJECTIVE

The purpose of this action is to initiate the Community Facility District ("CFD") formation process for the Port Towne capital facilities district, CFD "29."

RECOMMENDED ACTION

Staff respectfully recommends that the City Council adopt Resolution 19-17 declaring the City Council's intent to form CFD "29" (Port Towne Infrastructure), levy a special tax to pay for certain capital facilities, and to establish an appropriations limit for the community facilities district.

BACKGROUND

Government Code Section 53311, the Mello-Roos Act of 1982, allows local government entities to form community facilities financing districts (CFDs) to levy a special tax to finance the acquisition and/or construction of certain public capital facilities ("Facilities").

CFDs are formed in a way so that the parcels to be included within the district boundaries will benefit from the Facilities to be acquired or constructed. A supplemental assessment known as the "special tax" is levied upon properties within the district and collected along with the regular tax bill. Formation of a CFD requires a 2/3 majority vote of residents within the district, or where there are fewer than 12 registered voters, property owners within the district. Once the CFD is approved, a special tax lien is placed against each taxable property within the district. A mathematical formula is developed to calculate the annual special tax to be contributed by each property and is approved at the time the district is formed. The City has received a Waiver and Consent declaration from LGI Homes, which provides the landowner's support for the district formation.

The City has 17 existing capital infrastructure CFDs. Establishment of the proposed capital infrastructure CFD within the 12.8 gross-acre Port Towne subdivision, also referred to by its vesting tentative map #4834, will include a project boundary that mirrors the subdivision map (a boundary map is attached to this report).

The City recently formed a maintenance services CFD, CFD "S" for the Port Towne subdivision, which includes the assignment of maintenance responsibilities for constructed public facilities. Capital facilities CFDs provide for the long-term financing, typically 30-years, of certain public improvements that are acquired or constructed by the City. It should be noted that on April 17, 2019, the City Council will also be asked to initiate an amendment to CFD "S" in order to increase the special tax assessment for planned public improvements. This amendment has resulted from the analysis of maintenance costs associated with public improvements to be funded by CFD 29.

In conjunction with the property owner, LGI Homes, City staff and the City's Finance team have identified the public facilities and financing capacity to issue debt. Once the district is formed, the City would commence City Council authorization to issue debt supported by the special tax levy under proposed CFD 29.

The CFD formation process has the following key procedural steps:

- Approval of a Resolution of Intention (ROI) to initiate formation of the district (tonight's proposed action);
- Holding a public hearing and adoption of a Rate and Method of Apportionment (RMA) which describes the proposed manner and method of apportioning the special tax;
- Adoption of a Resolution of Formation (ROF) creating the district; and

- Holding of a Special Election, which at this time is anticipated to include the one property owner within the district which would assure a "2/3 approval" threshold.

It is anticipated that once CFD 29 is formed, the City's Finance team would prepare for a bond issuance in the summer of 2019.

ANALYSIS

Resolution 19-17 begins the formation process by declaring intention to: 1) establish CFD "29"; 2) levy a special tax to pay for various maintenance services; and 3) establish an Appropriations Limit as required by State Proposition 4. In addition, it provides for conditions of approval and a public hearing on June 5, 2019. The attached draft Hearing Report referenced in Resolution 19-17 describes the public facilities to be acquired or constructed, provides a boundary map, and establishes the tax rate, method of apportioning the cost and manner of collection of the special tax.

Formation of CFD "29" will require a number of future actions by the City Council and what is anticipated to be an election by the property owner within the proposed district, and as provided for in the Waiver and Consent declaration. Formation is anticipated to take approximately two months and is anticipated to be completed by late June 2019. Should the City Council approve tonight's recommendation, the tentative schedule of proposed actions are as follows:

Resolution of Intent	April 17, 2019
Property owner files a waiver of election	April 18 – May 29, 2019
Resolution of Formation	June 5, 2019
Election Day	"
Resolution declaring results of election and adoption by ordinance the levy of the special tax	"
Adoption of Ordinance	June 17, 2019

Environmental Consideration

This action is not a project that is subject to CEQA because it is not an activity that may cause either a direct or reasonably foreseeable indirect physical change in the environment. (Pub. Resources Code, § 21065; CEQA Guidelines §§ 15060(c), 15378(a).)

Commission Recommendation

Not applicable

Strategic Plan Integration

The City Council included within the Strategic Plan objective of achieving a fiscally sound government and the actions recommended in this report will further that objective. In addition, adoption of special taxes and fees for service help establish the strong financial base necessary to provide quality service.

Alternatives

The City Council has established policies for allowing the formation of capital infrastructure financing districts to pay for public improvements, and establishment of CFD "29" will create the capacity for issuing long term debt associated with the Port Towne subdivision. As an alternative to the staff recommendation, the City Council may choose to:

1. Not proceed with the formation of CFD "29" at this time due to concerns about the Rate and Method of Apportionment, but direct staff to revise the proposed RMA, modify the proposed boundaries, or make other changes. This alternative would also direct staff to return for consideration after such changes have been made and would delay the current schedule for adoption.
2. Direct staff to not proceed with CFD "29" at this time. This alternative may mean that Port Towne developer would be required to find another way to finance public improvements.

Coordination and Review

In forming the proposed financing district, Administrative Service Department staff coordinated with staff in the Community Development (Development Services) Department. It should also be noted that the Draft Hearing Report attached to this report and referenced in Resolution 19-17 was prepared by consultants Economic and Planning Systems and included input from members of the City's legal team (Kronick, Moskovitz, Tiedeman & Girard; Piper Jaffray; et al).

Budget/Cost Impact

The formation of capital infrastructure CFD's is a financing tool offered by the City to assist developers finance public infrastructure in the City. When debt is issued after formation of the district, it is done consistent with the City's adopted Debt Policies for land secured debt. The costs of forming the district have been funded by LGI Homes.

ATTACHMENTS


1. CFD 29 Boundary Map
2. Resolution 19-17



VICINITY MAP
SCALE: 1" = 1,000'



LEGEND

 COMMUNITY FACILITIES DISTRICT No. 29 (PORT TOWNE)

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF WEST SACRAMENTO THIS _____ DAY OF _____, 201__.

KRYSS RANKIN
CITY CLERK
CITY OF WEST SACRAMENTO

I HEREBY CERTIFY THAT THIS MAP SHOWING THE PROPOSED BOUNDARIES OF COMMUNITY FACILITIES DISTRICT No. _____, CITY OF WEST SACRAMENTO, COUNTY OF YOLO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO AT A REGULAR MEETING THEREOF, HELD ON THE _____ DAY OF _____, 201__, BY ITS RESOLUTION No. _____.

KRYSS RANKIN
CITY CLERK
CITY OF WEST SACRAMENTO

FILED THIS _____ DAY OF _____, 201__, AT THE HOUR OF _____ O'CLOCK _____ M., IN BOOK _____ OF MAPS, AT PAGE _____, IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF YOLO, STATE OF CALIFORNIA.

JESSE SALINAS
COUNTY CLERK/RECORDER
COUNTY OF YOLO

PROPOSED BOUNDARY OF COMMUNITY FACILITIES
DISTRICT No. 29 (PORT TOWNE)
CITY OF WEST SACRAMENTO,
COUNTY OF YOLO,
STATE OF CALIFORNIA

RESOLUTION 19-17**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
DECLARING ITS INTENTION TO ESTABLISH COMMUNITY FACILITIES DISTRICT NO. 29
(PORT TOWNE INFRASTRUCTURE) AND TO LEVY A SPECIAL TAX AND TO INCUR A
BONDED INDEBTEDNESS TO PAY FOR CERTAIN PUBLIC FACILITIES**

WHEREAS, the City Council has adopted local goals and policies concerning the use of the Mello-Roos Community Facilities Act of 1982 (Chapter 2.5, Part 1, Division 2, Title 5 (commencing with Section 53311) of the California Government Code) (the "Act"); and

WHEREAS, the City Council has duly considered the advisability and necessity of establishing a community facilities district pursuant to the Act encompassing a portion of the area commonly known as the Port Towne area and levying a special tax therein to finance the acquisition and construction costs of certain public capital facilities ("Facilities"); and

WHEREAS, the City Council has determined that the establishment of the proposed community facilities district is consistent with and follows the City's goals and policies for use of the Act; and

WHEREAS, the City Council intends to finance all or a portion of the Facilities on a long-term basis through the issuance of bonds, the payment of the principal of and interest on which will be secured by the special tax that the City Council has proposed to levy in the District.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Sacramento that:

Section 1. Recitals. The above recitals are true and correct.

Section 2. Intent to Establish Community Facilities District. The City Council hereby declares that it proposes and intends to establish a community facilities district pursuant to the provisions of the Act, in the manner described below.

Section 3. Description of Boundaries. The proposed boundaries of the community facilities district are shown on a map on file in the office of the City Clerk. The City Council hereby directs the City Clerk to endorse the certificates set forth on the map indicating its filing in the office of the City Clerk and evidencing the date and adoption of this resolution. The City Council further directs the City Clerk to record a copy of the map with the Yolo County Recorder within 15 days after the adoption of this resolution, in accordance with the provisions of Section 3111 of the California Streets and Highways Code.

Section 4. Name of the Community Facilities District. The community facilities district proposed to be formed shall be known as "Community Facilities District No. 29 (Port Towne Infrastructure)" (the "District").

Section 5. Description of Public Facilities. The facilities proposed to be financed by the District, which include completed facilities (the "Facilities"), are described in Exhibit B hereto. The Facilities have a useful life of five years or longer. The cost of financing the acquisition and construction of the Facilities includes "incidental expenses," which include the cost of planning and designing the Facilities and environmental evaluations thereof; costs associated with the creation of the District, issuance of bonds, determination of the amount of

special taxes, collection or payment of special taxes, or costs otherwise incurred in order to carry out the authorized purposes of the District; and any other expenses incidental to the design, construction, completion, and inspection of the Facilities.

Section 6. Levy of Special Tax. Except where funds are otherwise available, a special tax sufficient to pay the costs of the Facilities (including incidental expenses and debt service on bonds issued to finance the Facilities), secured by recordation of a continuing lien against all nonexempt real property in the District, will be levied annually within the District. The rate, method of apportionment, and manner of collection of the special tax are specified in Exhibit A. Exhibit A specifies the conditions under which the special tax may be prepaid and permanently satisfied. Exhibit A also specifies the year after which no further special tax shall be levied against any parcel used for private residential purposes. Under no circumstances will the special tax levied against any parcel used for private residential purposes be increased by more than ten percent as a consequence of delinquency or default by the owner of any other parcel or parcels of land within the District.

Section 7. Declaration of Necessity to Incur Debt. In order to finance the acquisition and construction costs of the Facilities and the incidental expenses thereof, it is necessary to incur bonded indebtedness.

Section 8. Purpose of Debt. The proposed bonded indebtedness would be incurred for the purpose of construction and acquisition of the Facilities, payment of the incidental expenses of such construction and acquisition, payment of the costs and issuance of the bonds, funding capitalized interest, funding a debt service reserve fund, repayment of funds advanced, and payment of other costs authorized by the Act.

Section 9. Amount of Proposed Debt. The amount of the proposed bonded indebtedness to be incurred is \$6,300,000.

Section 10. Repayment of Advances. To the extent that the proceeds of any bonds issued are sufficient therefor (as determined by the City), the City proposes to repay all or a portion of any funds or work in-kind advanced by the owners of the property in the District for right-of-way acquisition or other infrastructure costs including, but not limited to, certain backbone infrastructure costs.

Section 11. Public Hearing. The City Council hereby fixes 7:00 p.m., or as soon thereafter as practicable, on Wednesday, June 5, 2019, at the regular meeting place of the City Council, City Council Chambers, 1110 West Capitol Avenue, West Sacramento, California, as the time and place for a consolidated public hearing on the questions of the establishment of the District and the incurrence of bonded indebtedness.

Section 12. Notice of Hearing. The City Council directs the City Clerk to publish a notice of the consolidated hearing, in substantially the form attached hereto as Exhibit C, once not later than seven days prior to the date fixed for the hearing, in a newspaper of general circulation published in the area of the District.

Section 13. Hearing Report. The City Council directs the Director of Administrative Services to study the proposed District and, at or before the time of the hearing, to cause to be prepared and filed with the City Council a report containing a brief description of the facilities by type that will in her opinion be required to adequately meet the needs of the District, her estimate of the cost of providing those public facilities; the fair and reasonable cost of any of the facilities

to be purchased; and the fair and reasonable cost of incidental expenses to be incurred in connection therewith.

Section 14. Description of Proposed Voting Procedures. If, at the conclusion of the public hearing, the City Council adopts a resolution establishing the District, the City Council proposes to order an election by mailed ballot and submit the question of the levy of the special tax, the incurrence of bond indebtedness, and the establishment of an appropriations limit for the District to the qualified electors. The City Council hereby determines that the Facilities are necessary to meet increased demands placed upon the City and other local agencies as a result of development occurring within the boundaries of the District. Because fewer than twelve registered voters currently reside within the District, the qualified electors shall be the landowners within the District, and each landowner who is the owner of record at the close of the hearing shall have one vote for each acre or portion of an acre of land that such landowner owns within the proposed District.

Section 15. Tender of Bonds for Payment of Taxes. The City Council reserves to itself the right and authority to allow any interested owner of property within the District, subject to the provisions of Government Code section 53344.1 and to those conditions it may impose, and any applicable prepayment penalties as described in a fiscal agent agreement or comparable document providing for the issuance of bonds, to tender to the City's Director of Administrative Services in full payment or part payment of any installment of the special taxes or the interest or penalties thereon that may be due or delinquent, but for which a bill has been received, any bond or other obligation secured thereby, the bond or other obligation to be taken at par and credit to be given for the accrued interest shown thereby computed to the date of tender.

Section 16. Effective Date. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the City Council of the City of West Sacramento this 17th day of April, 2019, by the following vote:

AYES:
NOES:
ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

EXHIBIT A

**RATE, METHOD OF APPORTIONMENT, AND MANNER OF COLLECTION OF THE
SPECIAL TAX**

EXHIBIT A

City of West Sacramento
Community Facilities District No. 29
(Port Towne Infrastructure)
Yolo County, California

RATE, METHOD OF APPORTIONMENT, AND
MANNER OF COLLECTION OF SPECIAL TAX

1. Basis of Special Tax Levy

A Special Tax authorized under the Mello-Roos Community Facilities Act of 1982 (Act) applicable to the land in the Community Facilities District No. 29 (Port Towne Infrastructure) (CFD) of the City of West Sacramento (City) shall be levied and collected according to the tax liability determined by the City through the application of the appropriate amount or rate, as described below.

2. Definitions

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, Sections 53311 and following of the California Government Code.

"Administrative Expenses" means the actual or reasonably estimated costs related to the administration of the CFD, including these:

- a. Costs of computing Special Taxes and preparing annual Special Taxes collection schedules (whether by the City or any designee thereof or both).
 - b. Costs of collecting the Special Taxes (whether by the County, the City, or otherwise).
 - c. Costs of remitting the Special Taxes to the Trustee.
 - d. Costs of the Trustee (including its legal counsel) in the discharge of the duties required of it under the Bond Indenture.
 - e. Costs to the City, CFD, or any designee thereof of complying with arbitrage rebate requirements.
 - f. Costs to the City, CFD, or any designee thereof of complying with City, CFD, or obligated persons disclosure requirements.
 - g. Costs associated with preparing Special Taxes disclosure statements.
 - h. Costs incurred in responding to public inquiries regarding the Special Taxes.
 - i. Costs to the City, CFD, or designee thereof related to any appeal of the Special Taxes.
-

- j. Costs associated with the release of funds from an escrow account, if any.
- k. Costs to the City for the issuance of Bonds authorized by the CFD that are not recovered through the Bond sale proceeds.
- l. Amounts estimated to be advanced or advanced by the City for any other administrative purposes, including attorney's fees and other costs related to collection of the special taxes and commencing and pursuing to completion any foreclosure of delinquent Special Taxes.

"Administrator" means the Finance Director of the City, or his or her designee.

"Annual Costs" means, for any Fiscal Year, the total of these:

- a. Debt Service to be paid from Special Taxes in the calendar year that begins in such Fiscal Year.
- b. The amount needed to replenish the reserve fund for the Bonds to the level required under the Bond Indenture, to the extent not included in a computation of Annual Costs in a previous Fiscal Year.
- c. Administrative Expenses for such Fiscal Year.
- d. The amount needed to (1) cure any delinquencies in the payment of principal or interest on Bonds, which have occurred in the prior Fiscal Year, to the extent not otherwise included in a computation of Annual Costs previously, and (2) to fund any foreseeable deficiency of the amount to be available for the payment of principal or interest on Bonds, which are expected to occur in such Fiscal Year, to the extent not included in a computation of Annual Costs previously.
- e. Less any available earnings on the reserve fund, Special Tax funds, or any other available revenues of the CFD or the City that may be used to fund Annual Costs.

"Anticipated Construction Proceeds" means for the purposes of a Full Prepayment, that amount that is anticipated to be available through the CFD for acquiring or constructing Authorized Facilities. Anticipated Construction Proceeds is equal to \$2.6 million at formation of the CFD. Anticipated Construction Proceeds amount is increased by the average increase in the by ENR-CCI for the prior calendar year on July 1 of the current Fiscal Year.

"Acquisition Agreement" means that document or contractual agreement entered into by the City and a landowner identifying Authorized Facilities to be constructed in order to serve new development.

"Assessor's Parcel Map" means an official map of the County Assessor designating parcels by Assessor's Parcel Number.

"Assessor's Parcel Number" means the Parcel and Parcel Number as assigned by the County Assessor on the equalized tax roll.

"Authorized Facilities" means those facilities that are authorized to be financed as identified in the resolution forming the CFD.

"Benefit Share" means the Maximum Annual Special Tax for a Parcel divided by the Maximum Annual CFD Special Tax Revenue.

"Bond(s)" means bond(s) issued or other indebtedness incurred by the City for the CFD under the Act.

"Bond Indenture" means the indenture, resolution, fiscal agent agreement, or other financing document pursuant to which any Bonds are issued.

"Bond Share" means the share of Outstanding Bonds assigned to a Parcel as specified in **Section 7** hereof.

"Building Permit" means a permit issued by the City for the construction of a Residential Use structure.

"CFD" means the Community Facilities District No. 29 (Port Towne Infrastructure) of the City of West Sacramento, Yolo County, California.

"City" means the City of West Sacramento in Yolo County, California.

"Council" means the City Council of the City of West Sacramento acting for the CFD under the Act.

"County" means the County of Yolo, California.

"County Assessor's Parcel" means a lot or Parcel with an assigned Assessor's Parcel Number in the maps used by the County Assessor in the preparation of the tax roll.

"Debt Service" means the total amount of bond principal, interest, and the scheduled sinking fund payments of the Bonds in the calendar year that begins in a given Fiscal Year.

"Developed Parcel" means, in any Fiscal Year, all Parcels for which a Building Permit for new construction of a Residential Use structure was issued prior to July 1 each year. Once a Taxable Parcel has been designated as a Developed Parcel it shall remain so designated.

"Final Map Parcel" means a Parcel designated for development as a single-family residence, which is part of a Final Small Lot Subdivision Map.

"Final Small Lot Subdivision Map" means a recorded map designating individual single-family residential Parcels. The Final Small Lot Subdivision Map for the CFD was recorded for Subdivision No. 4834 on February 1, 2019.

"Fiscal Year" means the period starting July 1 and ending the following June 30.

"Full Prepayment" means the complete fulfillment of a Parcel's Special Tax obligation, as determined by following the procedures in **Section 7**.

"Maximum Annual Special Tax" means the greatest amount of Special Tax that can be levied against a Parcel in a given Fiscal Year, as shown in **Attachment 1**.

"Maximum Annual Special Tax Rate" means the Maximum Annual Special Tax Rate per Unit as shown in **Attachment 1**.

"Maximum Annual Special Tax Revenue" means the greatest amount of revenue that can be collected in total from a group of Parcels (such as Developed Parcels) by levying the Maximum Annual Special Tax.

"Maximum CFD Special Tax Revenue" means the sum of the Maximum Annual Special Tax levied on all Taxable Parcels in the CFD in a Fiscal Year.

"Original Parcel" means Taxable Parcels identified in **Attachment 1** at formation of the CFD.

"Outstanding Bonds" means the total principal amount of Bonds that have been issued and not fully repaid or legally defeased.

"Parcel" means any County Assessor's Parcel in the CFD based on the equalized tax rolls of the County as of January 1 of each Fiscal Year.

"Parcel Number" means the Assessor's Parcel Number for any Parcel based on the equalized tax rolls of the County as of January 1 of each Fiscal Year.

"Partial Prepayment" means the partial fulfillment of a Parcel's Special Tax obligation, as determined by following the procedures in **Section 7**.

"Planned Units" means the number of single-family residential Parcels assigned to Original Parcels in **Attachment 1** and shown in **Map 1**.

"Prepayment" means the complete or partial fulfillment of a Parcel's Special Tax obligation, as determined by following the procedures in **Section 7**.

"Public Parcel" means any Parcel, in its entirety, that is or is intended to be publicly owned that is normally exempt from the levy of general ad valorem property taxes under California law, including public streets, schools, parks, public drainage-ways, public landscaping, wetlands, greenbelts, and public open space. These parcels are exempt from the levy of Special Taxes. Any such Parcel will be a Tax-Exempt Parcel.

"RMA" means the Rate and Method of Apportionment of the Special Tax.

"Remaining Facilities Cost Share" means the Remaining Facilities Costs multiplied by the Benefit Share.

"Remaining Facilities Costs" means the amount of Anticipated Construction Proceeds less construction proceeds from previous CFD Bond issuances.

"Reserve Fund" means any debt service reserve fund established pursuant to the Bonds.

"Reserve Fund Requirement" means the amount required to be held in any Reserve Fund pursuant to the Bond Indenture.

"Reserve Fund Share" means the amount on deposit in any Reserve Fund, but in any event not to exceed the Reserve Fund Requirement, multiplied by the Benefit Share for a given Parcel.

"Residential" or **"Residential Use"** means Parcels designated for residential use, such as single-family residential units.

"Single-Family" or **"Single-Family Unit"** means a residential unit on a Parcel designated for one single-family residential unit per Parcel.

"Special Tax(es)" mean(s) any tax levy under the Act in the CFD.

"Special Tax Ordinance" is an ordinance or resolution of the City Council authorizing the annual levy and collection of the Special Tax.

"Subdivision" or **"Subdivided"** means a division of a Parcel into two or more Parcels through the Subdivision Map Act process. A Subdivision may also include the merging of two or more Parcels to create new Parcels. A Subdivision includes any lot line adjustments.

"Successor Parcel" means a Parcel created by the Subdivision of an Original Parcel or a Successor Parcel.

"Tax Category" means the categories taxable land uses shown in **Attachment 1**.

"Tax Collection Schedule" means the document prepared by the Administrator for the County Auditor-Controller to use in levying and collecting the Special Taxes each Fiscal Year.

"Taxable Parcel" means any Parcel that is not a Tax-Exempt Parcel.

"Tax-Exempt Parcel" means a Parcel not subject to the annual Special Tax. Tax-Exempt Parcels include any Public Parcel. Certain privately owned Parcels also may be exempt from the levy of Special Taxes including common areas owned by homeowner's associations or property owner associations, wetlands, detention basins, water quality ponds, and open space, as determined by the Administrator.

"Total Facility Cost Share" means the Benefit Share for a Parcel multiplied by the Anticipated Construction Proceeds for the CFD.

"Trustee" means a national banking association organized and existing under the laws of the United States.

"Undeveloped Parcel" means a Taxable Parcel that is not a Developed Parcel or Final Map Parcel.

3. Duration of the Special Tax

The Special Tax will be levied and collected for as long as it is needed to pay Annual Costs; however, in no event shall the Special Tax be levied on any Parcel in the CFD after Fiscal Year 2058-59.

When all Authorized Facilities and other Annual Costs incurred by the CFD have been paid, the Special Taxes shall cease to be levied. The City shall direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished. In addition, the Notice of Cessation of Special Tax shall identify the book and page of the Book of Maps of Assessment and Community Facilities Districts where the map of the boundaries of the CFD is recorded.

4. Administrative Tasks

Tasks required of the Administrator are discussed below:

- A. Assignment of the Maximum Annual Special Tax to Original Parcels. The Maximum Annual Special Tax is assigned to Original Parcels, identified by Assessor's Parcels Number, in **Attachment 1**. Each Original Parcel is assigned a number of Planned Units, based upon the lot numbers shown on **Map 1**, and a Maximum Annual Special Tax per Planned Unit. The number of Planned Units assigned to an Original Parcel is multiplied by the Maximum Annual Special Tax per Planned Unit to derive the Maximum Annual Special Tax per Original Parcel.
- B. Assignment of the Maximum Annual Special Tax to Successor Parcels. A Final Small Lot Subdivision Map has been recorded creating 132 Planned Units. Once new Assessor's Parcel Numbers are assigned to the 132 Final Map Parcels, the Maximum Annual Special Tax per Planned Unit shown in **Attachment 1** shall be assigned to each Final Map Parcel shown in the Final Small Lot Subdivision Map.

If fewer Planned Units are realized as a result of changes made to the Final Small Lot Subdivision Map, proportionately increase the Maximum Annual Special Tax per Final Map Parcel until the sum of the Maximum Annual Special Tax for Final Map Parcels equals the Maximum Annual Special Tax Revenue assigned to all Taxable Parcels in **Attachment 1**.

If there are a greater number of Planned Units realized as a result of changes made to the Final Small Lot Subdivision Map, assign the Maximum Annual Special Tax per Planned Unit shown in **Attachment 1** to all Final Map Parcels created as a result.

- C. Conversion of a Tax-Exempt Parcel to a Taxable Parcel. If a Tax-Exempt Parcel is not needed for public use and is converted to a taxable use or transferred to a private owner, it shall become subject to the Special Tax. The Maximum Annual Special Tax for the assigned Tax Category for such a Parcel is determined using the provisions of **Sections 4 and 5** of the RMA.
- D. Taxable Parcels Acquired by a Public Agency. A Taxable Parcel that is acquired by a public agency after the CFD is formed will remain subject to the applicable Maximum Annual Special Tax unless the Special Tax obligation is satisfied pursuant to Section 53317.5 of the Government Code. An exception to this may be made if a Public Parcel, such as a school site, is relocated to a Taxable Parcel, in which case the previously Tax-Exempt Parcel of comparable acreage becomes a Taxable Parcel and the Maximum Annual Special Tax from the previously Taxable Parcel is transferred to the new Taxable Parcel. This trading of a Parcel from a Taxable Parcel to a Public Parcel will be permitted to the extent there is no net loss in Maximum CFD Special Tax Revenue and the transfer is agreed to by the owners of the Parcels involved in the transfer and the Administrator.

5. Assignment of the Annual Special Tax

- A. Classification of Parcels. By June 30 of each Fiscal Year for the upcoming Fiscal Year, using the Definitions in **Section 2**, above, the parcel records of the Assessor's Secured Tax Roll as of January 1, and other City development approval records, the Administrator shall:
1. Each Parcel to be classified as a Taxable Parcel or Tax-Exempt Parcel.
 2. Each Parcel to be classified as a Developed Parcel, Final Map Parcel, or Undeveloped Parcel.

6. Calculating Annual Special Taxes

The Administrator will compute the Annual Costs and determine the Maximum Annual Special Tax for each Taxable Parcel based on the assignment of the Special Tax in **Section 4**. The Administrator will then determine the tax levy for each Taxable Parcel using the following process:

- A. Compute the Annual Costs using the definition of Annual Costs in **Section 2**.
- B. Calculate the Special Tax levy for each Taxable Parcel by the following steps:
- Step 1: Compute 100 percent of the Maximum Annual Special Tax Revenue for all Developed Parcels.
- Step 2: Compare the Annual Costs with the Maximum Annual Special Tax Revenue for all Developed Parcels calculated in the previous step.
- Step 3: If the Annual Costs are lower than the Maximum Annual Special Tax Revenue for all Developed Parcels, decrease proportionately the Special Tax levy for each Developed Parcel until the revenue from the Special Tax levy equals the Annual Costs.
- Step 4: If Annual Costs are greater than the Maximum Annual Special Tax Revenue for Developed Parcels, levy the Special Tax proportionately on each Final Map Parcel until the Maximum Annual Special Tax revenue for all Developed Parcels and Final Map Parcels equals Annual Costs, or until 100 percent of the Maximum Annual Special Tax is levied.
- Step 5: If Annual Costs are greater than the Maximum Annual Special Tax Revenue for Developed Parcels and Final Map Parcels, levy the Special Tax proportionately on each Undeveloped Parcel until the Maximum Annual Special Tax revenue equals Annual Costs, or until 100 percent of the Maximum Annual Special Tax is levied.
- C. Levy on each Taxable Parcel the amount calculated above.
- D. Prepare the Tax Collection Schedule and, unless an alternative method of collection has been selected pursuant to **Section 9**, send it to the County Auditor requesting that it be placed on the general, secured property tax roll for the Fiscal Year. The Tax Collection Schedule will not be sent later than the date required by the Auditor for such inclusion.

The Administrator will make every effort to correctly calculate the Special Tax for each Parcel. It will be the burden of the taxpayer to correct any errors in the determination of the Parcels subject to the tax and their Special Tax assignments.

7. Prepayment of the Special Tax Obligation

Prior to May 1 of a given Fiscal Year, a property owner may permanently or partially satisfy the Maximum Annual Special Tax for a Taxable Parcel by a Full or Partial Prepayment as permitted under Government Code Section 53344. Prepayment is permitted only under the following conditions:

- The City determines that the Prepayment of the Special Tax does not jeopardize its ability to make timely payments of Debt Service on Outstanding Bonds, or reduce annual Debt Service coverage below 110-percent in any given Fiscal Year.
 - The landowner prepaying the Special Tax on a Parcel has paid any delinquent Special Tax and penalties on that Parcel before Prepayment.
- a. The Full Prepayment amount PRIOR to the issuance of Bonds shall be established by the following steps below:
- Step 7.a.1: Determine the Maximum Annual Special Tax for the Taxable Parcel for which the Special Tax is to be prepaid using the provisions of **Sections 4 and 5**
 - Step 7.a.2: Divide the amount from Step 7.a.1 by the Maximum CFD Annual Special Tax Revenue to determine the Benefit Share for the Parcel.
 - Step 7.a.3: Multiply the Benefit Share by the Remaining Facilities Costs to determine the Remaining Facilities Cost Share for the Full Prepayment Parcel.
 - Step 7.a.4: Determine the Full Prepayment amount by adding to the amount calculated in Step 7.a.3 any expenses incurred by the CFD in connection with the Full Prepayment calculation.
 - Step 7.a.5: The amount determined in Step 7.a.4 is the Full Prepayment amount for the Taxable Parcel prior to the issuance of Bonds.
- b. The Full Prepayment amount AFTER the issuance of Bonds shall be established by following the steps below:
- Step 7.b.1: Determine the Maximum Annual Special Tax for the Taxable Parcel for which the Special Tax is to be prepaid using the provisions of **Sections 4 and 5**.
 - Step 7.b.2: Divide the amount from Step 7.b.1 by the Maximum CFD Annual Special Tax Revenue to determine the Benefit Share for the Parcel.
 - Step 7.b.3: Multiply the Benefit Share by the total amount of Outstanding Bonds to determine the Bond Share for the Full Prepayment Parcel.

- Step 7.b.4: Multiply the amount calculated in Step 7.b.3 by the call premium for the next available call date, and then add to the amount summed in Step 7.b.3.
- Step 7.b.5: Determine the amount of interest to the next Bond call date not covered by Special Taxes already levied and collected for the prepaying Parcel and then add to the amount summed in Step 7.b.4.
- Step 7.b.6: Determine the Reserve Fund Share for the Full Prepayment Parcel by multiplying the Reserve Fund Requirement times the Benefit Share.
- Step 7.b.7: Reduce the amount calculated in Step 7.b.5 by the amount of the Reserve Fund Share in Step 7.b.6, provided the remaining amount in the Reserve Fund equals the Reserve Fund Requirement after the redemption of Outstanding Bonds with the Bond Share.
- Step 7.b.8: Determine the Full Prepayment amount by adding to the amount calculated in Step 7.b.7 any fees, call premiums, and expenses incurred by the CFD in connection with the Full Prepayment calculation or the application of the proceeds of the Full Prepayment to the call of Outstanding Bonds.
- Step 7.b.9: The amount determined in Step 7.b.8 is the Full Prepayment amount for the Taxable Parcel.

c. The Partial Prepayment amount shall be established by following the procedure below:

The amount of any Partial Prepayment must be a minimum of 25 percent of the Full Prepayment amount. A Partial Prepayment may be made in an amount equal to at least 25 percent of the Full Prepayment desired by the party making a Partial Prepayment, except that the full amount of administrative fees and expenses determined in *Step 7.a.9* shall be included in the Partial Prepayment. The Maximum Annual Special Tax that can be levied on a Parcel after a Partial Prepayment is made is equal to the Maximum Annual Special Tax that could have been levied before the Prepayment, reduced by the percentage of the Full Prepayment that the Partial Prepayment represents, all as determined by or at the direction of the Administrator.

8. Interpretation, Application and Appeal of Special Tax Formula and Procedures

Any taxpayer who feels that the amount of the Special Tax assigned to a Parcel is in error may file a notice with the Administrator appealing the levy of the Special Tax. The Administrator will then promptly review the appeal, and if necessary, meet with the applicant. If the Administrator verifies that the tax should be modified or changed, the Special Tax levy will be corrected and, if applicable in any case, a refund will be granted.

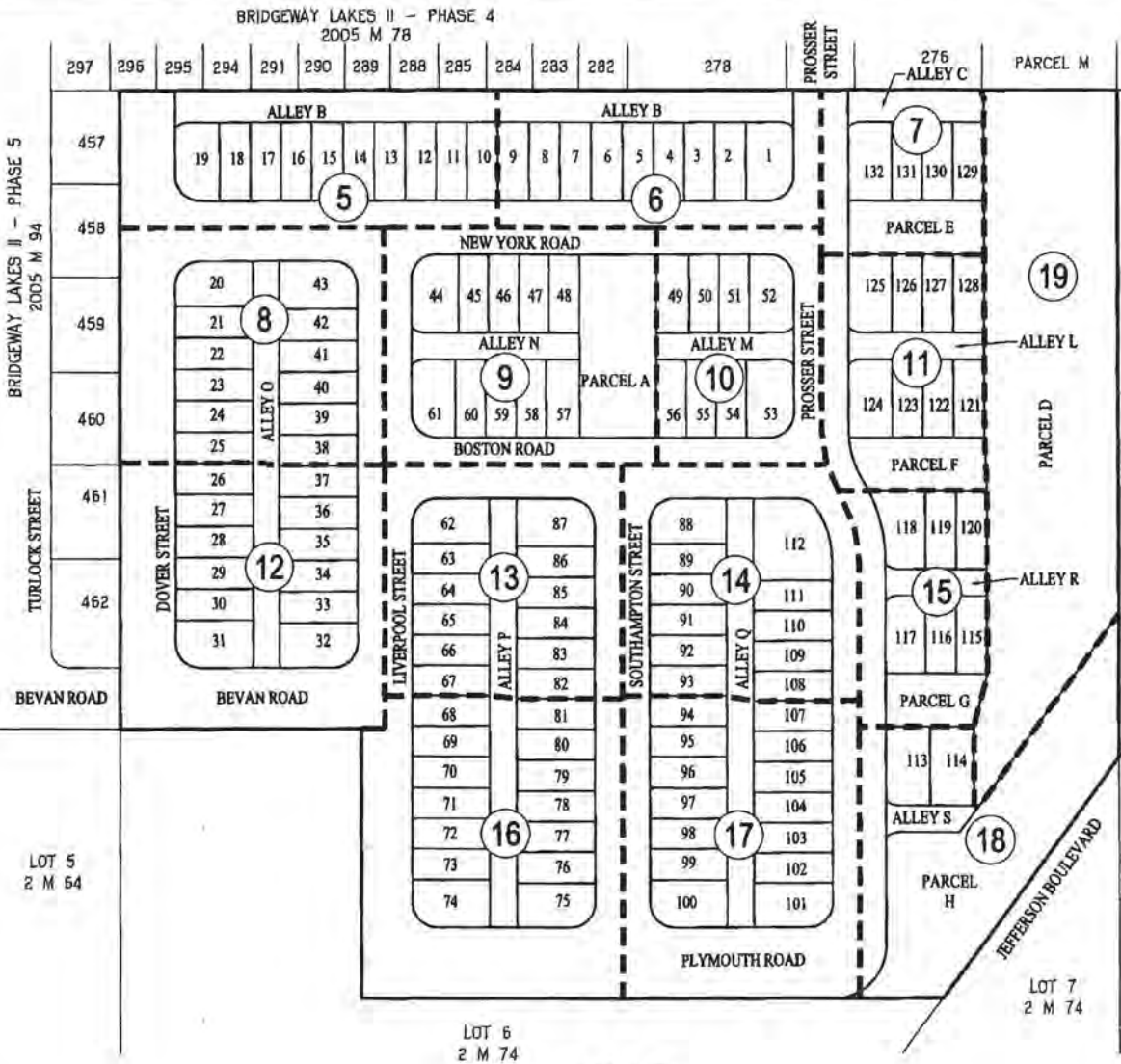
Interpretations may be made by Resolution of the Council for purposes of clarifying any vagueness or ambiguity as it relates to the Special Tax rate, the method of apportionment, the classification of properties, or any definition applicable to the CFD.

Without Council approval, the Administrator may make minor, non-substantive administrative and technical changes to the provisions of this Exhibit that do not materially affect the rate,

method of apportionment, and manner of collection of the Special tax for purposes of the administrative efficiency or convenience or to comply with new applicable federal, state or local law.

9. Manner of Collection

The Special Tax will be collected in the same manner and at the same time as ad valorem property taxes, provided, however, that the Administrator or its designee may directly bill the Special Tax and may collect the Special Tax at a different time, such as on a monthly or other periodic basis, or in a different manner, if necessary, to meet the City's financial obligations.



LEGEND:

- BOUNDARY LINE
- LOT LINE
- - - - EASEMENT LINE
- CENTERLINE
- ////// RELINQUISHMENT OF ADJUTER'S RIGHTS
- (T) TOTAL
- (R) RADIAL BEARING
- (M-M) MONUMENT TO MONUMENT
- (M-PL) MONUMENT TO PROPERTY LINE
- PSE PUBLIC SERVICE EASEMENT
- PUE PUBLIC UTILITY EASEMENT
- 4 LOT NUMBER
- SET STANDARD STREET MONUMENT WITH STAMP LS 7090 IN CAST IRON BOX
- FOUND MONUMENT AS NOTED
- FOUND STANDARD STREET MONUMENT, LS 5181, PER 2005 M 73 AND 2005 M 94
- SHEET BOUNDARY
- (4) SHEET NUMBER

BASIS OF BEARINGS:

THE BASIS OF BEARING FOR THIS MAP IS DETERMINED BY FOUND MONUMENTS SHOWN HEREON. THE BEARING COMPUTED TO BE N33°16'51"E BETWEEN STATION F24-C2 AND STATION CA-036G PER THE CONTROL SURVEY FOR THE CITY OF WEST SACRAMENTO FILED IN BOOK 13 OF MAPS AND SURVEYS, AT PAGE 61. ALL DISTANCES ON THIS MAP ARE GROUND DISTANCES, UNLESS OTHERWISE NOTED.

NOTE:

1. TOTAL LOTS (INCLUDES PARCELS) = 148
2. TOTAL RESIDENTIAL LOTS = 132
3. TOTAL AREA = 12.06 ACRES
4. ALL INTEREST IN SUB-SURFACE WATER RIGHTS ARE RELINQUISHED TO THE CITY OF WEST SACRAMENTO BY SEPARATE INSTRUMENT
5. 5/8" REBAR AND CAP OR NAIL AND TAC LS 7960 TO BE SET AT ALL LOT CORNERS
6. THE FOLLOWING RIGHTS OF WAY ARE HEREBY ABANDONED PURSUANT TO SECTION 86434(C) OF THE GOVERNMENT CODE: THOSE PORTIONS OF BEVAN ROAD AND OTIS AVENUE LYING WITHIN THE BOUNDARY OF THIS MAP AND THAT ARE NOT SHOWN HEREON, AS SAID RIGHTS OF WAY WERE DEDICATED ON MAP OF THE "BOULEVARD SUBDIVISION", RECORDED MARCH 4, 1913, IN BOOK 2 OF MAPS AT PAGE 74.
7. PARCELS L, I, AND K HAVE BEEN INTENTIONALLY OMITTED.

PLAT OF SUBDIVISION NO. 4834

PORT TOWNE

BEING ALL OF THE LANDS DESCRIBED IN DOCUMENT NO. 2018-0004297 AND PORTIONS OF OTIS AVENUE AND BEVAN ROAD OF THE BOULEVARD SUBDIVISION FILED IN BOOK 2 OF MAPS AT PAGE 74 CITY OF WEST SACRAMENTO YOLO COUNTY, CALIFORNIA

CARLSON, BARBEE & GIBSON, INC.

ENGINEERS SURVEYORS PLANNERS
WEST SACRAMENTO, CALIFORNIA
OCTOBER 2016 SCALE: 1"=40'

LOT 20
2 M 74

LOT 7
2 M 74

LOT 6
2 M 74

LOT 5
2 M 54

INDEX SHEET



**Attachment 1
Community Facilities District No. 29 (Port Towne Infrastructure)
Assignment of Maximum Annual Special Tax to Original Parcels**

Original Parcel	Planned Units	Maximum Annual Special Tax per Unit [1]	Maximum Annual Special Tax per Parcel [1]
045-270-010-000	36	\$2,000	\$72,000
045-270-011-000	6	\$2,000	\$12,000
045-270-012-000	48	\$2,000	\$96,000
045-270-013-000	12	\$2,000	\$24,000
045-270-014-000	30	\$2,000	\$60,000
Totals	132		\$264,000

"att1"

[1] The Maximum Annual Special Tax does not increase annually.

EXHIBIT B

Community Facilities District No. 29 (Port Towne Infrastructure) City of West Sacramento, California

LIST OF AUTHORIZED FACILITIES

These facilities are local and regional public improvements designed to serve development in the CFD.

Roadway Improvements

Authorized facilities include roadway -related improvements necessary to meet the needs of development within CFD:

Eligible roadway improvements include, but are not be limited to: purchase of right of way; roadway design; project management; bridge crossings; clearing and grubbing; grading and paving; joint trenches and underground utilities; curbs, gutters and sidewalks; medians; street lights and signalization; bus turnouts; signs and striping; erosion control; median and parkway landscaping; entry features and monuments; and other improvements related thereto.

Water System Improvements

Authorized facilities include any and all water facilities designed to meet the needs of development within the CFD. These facilities include, but may not be limited to: purchase of right of way, water storage tanks, pump stations, water distribution facilities including waterlines and appurtenances, gate valves, pressure reducing stations, flow meters, fire hydrants, and other improvements related thereto.

Drainage System Improvements

Authorized facilities include any and all drainage and storm drain improvements designed to meet the needs of development within the CFD. These facilities include, but may not be limited to: purchase of right of way; pipelines and appurtenances, temporary drainage facilities, detention/retention basins; water quality basins; drainage pretreatment facilities; pump stations; and other improvements related thereto.

Wastewater System Improvements

Authorized facilities include any and all wastewater facilities designed to meet the needs of development within the CFD. These facilities include, but may not be limited to: purchase of right of way; pipelines and appurtenances; manholes; tie-ins to existing interceptor and collection lines; and other improvements related thereto.

Park Improvements

Authorized facilities include any and all improvements to parks and parkland acquisition designed to meet the needs of development located within the CFD.

Other Public Improvements Serving the CFD

Authorized facilities include reimbursements to the City or landowners for costs incurred in constructing the CFD authorized facilities serving the needs of the CFD.

Other Expenses of the CFD

In addition to the above facilities, other incidental expenses as authorized by the Mello-Roos Community Facilities Act of 1982, including, but not limited to, the cost of planning and designing the facilities (including the cost of environmental evaluation and environmental remediation); engineering and surveying; construction staking; utility relocation and demolition costs incidental to the construction of the public facilities; costs of project/construction management; costs (including the costs of legal services) associated with the creation of the Mello-Roos CFD; issuance of bonds; determination of the amount of taxes, collection of taxes; payment of taxes; or costs otherwise incurred in order to carry out the authorized purposes of the CFD; reimbursements to other areas for infrastructure facilities serving the CFD; and any other expenses incidental to the formation and implementation of the CFD and to the construction, completion, inspection and acquisition of the authorized facilities.

EXHIBIT C

FORM OF NOTICE OF PUBLIC HEARING

**NOTICE OF PUBLIC HEARING
ON PROPOSED ESTABLISHMENT OF A COMMUNITY
FACILITIES DISTRICT AND ISSUANCE OF DEBT
CITY OF WEST SACRAMENTO
COMMUNITY FACILITIES DISTRICT NO. 29 (PORT TOWNE INFRASTRUCTURE)**

NOTICE IS HEREBY GIVEN that the City Council of the City of West Sacramento on April 17, 2019, adopted its Resolution 19-17, in which it declared its intention to establish a community facilities district and to levy a special tax to pay for certain public facilities and declared the necessity to incur a bonded indebtedness in the amount of \$6,300,000 to finance all or a portion of the proposed facilities, all pursuant to the provisions of the Mello-Roos Community Facilities Act of 1982, Chapter 2.5, Part 1, Division 2, Title 5 of the California Government Code. The resolution describes the boundaries of the proposed district, the facilities proposed to be financed, and the rate, method of apportionment, and manner of collection of the proposed special tax. The City proposes to tax all interests in property that may be taxed under the Act. Any bonds issued would be secured by the special taxes to be levied in the proposed community facilities district. For further details, the resolution is available in the office of the City Clerk at City Hall, 1110 West Capitol Avenue, West Sacramento, California.

NOTICE IS HEREBY FURTHER GIVEN that the City Council has fixed Wednesday, June 5, 2019, at the hour of 7:00 p.m., or as soon thereafter as the matter may be heard, at City Hall, 1110 West Capitol Avenue, West Sacramento, California, as the time and place when and where the City Council will hold a public hearing to consider the establishment of the district and the issuance of debt. At the hearing, the testimony of all interested persons, including all persons owning property in the area, or taxpayers for or against the establishment of the district, the extent of the district, the furnishing of the specified public facilities, the levy of the special tax, and the debt issue.

If six registered voters residing within the proposed district or the owners of one-half or more of the area of land in the territory included in the district and not exempt from the special tax file written protests against the establishment of the district, and the protests are not withdrawn so as to reduce the value of the protests to less than a majority, the creation of the district and the tax levy shall not be considered for a period of one year from the date of the decision of the City Council after the hearing. If the majority protests of the registered voters or landowners are only against a specific type of facility or a specified tax, then that type of facility or tax shall be precluded.

NOTICE IS HEREBY FURTHER GIVEN that if, at the conclusion of the public hearing, the City Council determines to establish the district, the City Council will order an election to be held by the landowners of the district by mailed ballot, with each landowner having one vote for each acre or portion of an acre of land that such landowner owns within the proposed district, on the questions of levying the special tax, incurring debt and establishing an appropriations limit.

DATED: _____, 201__

City Clerk, City of West Sacramento

MEETING DATE: April 17, 2019

ITEM # 8

SUBJECT:

CONSIDERATION OF AUTHORIZATION TO RECORD A DECLARATION OF ESTABLISHMENT OF CONDITIONS, COVENANTS, AND RESTRICTIONS ON CITY OWNED RIVER WALK PROPERTY PURSUANT TO UNITED STATES ARMY CORPS OF ENGINEERS PERMIT REQUIREMENTS ASSOCIATED WITH THE DOCK PROJECT IN THE WASHINGTON DISTRICT

INITIATED OR REQUESTED BY:

Council Staff

Other

REPORT COORDINATED OR PREPARED BY:

Erin Rivas, Senior Analyst

Katy Jacobson
Katy Jacobson, Economic Development & Housing Director

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The purpose of this report is Council consideration of delegated authority to the City Manager or his designee to record a Declaration of Establishment of Conditions, Covenants, and Restrictions against City owned River Walk property pursuant to requirements of the United States Army Corps of Engineers Section 408 Permit for the Dock Project in the Washington District.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Authorize the City Manager or his designee to prepare and record covenants against real property owned by the City pursuant to requirements of the United State Army Corps of Engineers (USACE) Section 408 Permit associated with the Dock Project; and
2. Authorize the City Manager or his designee to execute and deliver any and all documents and take any and all actions that may be necessary or advisable, at the discretion of the City Manager, to meet the requirements identified in the USACE Section 408 Permit for the Dock Project.

BACKGROUND

The original Dock facility was built by Thomas Raley in 1981 under a lease from the State Lands Commission (SLC). The structure was comprised of steel pilings, a 420' floating wooden dock, a gangway, and a walkway. The improvement was used as a personal boat dock, and later as a mooring and boarding area for the Elizabeth Louise tour boat. The dock was used regularly by local boaters, including the River Otter Taxi Service, up until 2005. Due to a lack use, the dock fell into a hazardous condition.

In July of 2011, the Central Valley Flood Protection Board (CVFPB) Issued an Encroachment Violation Notice to Raley's Corporation (Raley's).

On August 19, 2011, staff met with representatives from CVFPB, the SLC, and Raley's to discuss the lease and the Notice of Violation issued by CVFPB. The lease was set to expire on December 14, 2011. Raley's indicated that they did not want to retain the lease or the improvements. The City agreed to enter in to a new lease with SLC to assume responsibility for the dock for the purpose of utilizing it as a future public recreational amenity.

On September 21, 2011, the City Council adopted Resolution 11-71 authorizing a lease from SLC for the dock, with the purpose of replacing the dock and gangway with a modern facility that was fully accessible and available for public use. The replacement Dock Project will provide a public tie-up facility for transient recreational vessels on the Sacramento River. A public tie-up facility at this location on the river will benefit residents, employees, visitors, businesses, and neighboring improvements. Access to the river itself will add value to the adjacent development sites in the Washington Neighborhood and the Bridge District. The nearby River Walk Trail provides walking and biking paths for residents and visitors. The City's 2003 Parks Master Plan calls for improved access to water and water related activities, such as fishing and passive use. A goal of the Washington Realized Sustainable Community Strategy and Washington Specific Plan is to create River Walk amenities and promote river access and recreational opportunities. Development of amenities on the River Walk combined with green open spaces creates an opportunity for non-vehicular multi-modal transportation connectivity and an element of cohesiveness along the City's riverfront corridor.

Demolition of the dock was completed on January 12, 2012. The City entered into a new SLC lease for the City's Dock Project on January 24, 2012. Special provisions of the lease called for removal of the docks, gangway, and utilities; submission of a final dock rehabilitation plan within 12 months; and completion of rehabilitation work by October 31, 2014, pending the completion of any California Environmental Quality Act (CEQA) requirements.

On August 20, 2012, The City requested an extension of time from SLC to December 31, 2013, to complete the 65% design plans. The 100% design drawings were submitted on June 24, 2014.

In addition to the site control process, permitting has also been a lengthy process. A Streambed Alteration Agreement with California Department of Fish and Wildlife was entered into on February 12, 2015 and a Section 401 Permit was issued by the Central Valley Water Quality Control Board on November 15, 2016. The Central Valley Flood Protection Board approved an Encroachment Permit in August 2018 predicated on the USACE Letter of Permission authorization which was issued by USACE on September 27, 2018.

In 2018 the City was awarded a \$1.5 million Boating Infrastructure Grant from the Fish and Wildlife Service Wildlife and Sport Fish Restoration Program for the Dock Project and Council approved a Project CIP of \$2.6 million in the Fiscal Year 2018-19 budget. The grant funds can be invested in constructing tie-up facilities for transient recreational vessels twenty-six feet or more in length. A portion of the dock will be set aside to accommodate smaller vessels. Construction is scheduled to take place during the work window specified in the permits and is scheduled for August -November of 2019.

ANALYSIS

In order to satisfy the requirements of the USACE Section 408 Permit for construction and maintenance of the Dock Project, the USACE requires that conditions, covenants, and restrictions (CC&Rs) be recorded on title for City property where the improvements are located. The improvements are located on land leased by the City from CA State Lands, in Lease PRC 6002.9, which expires in 2038. The Dock Project is accessed by using the 20-foot public access easements established in 1988 as part of a Boundary Line Agreement between State Lands and the Raley family. These two public access easements are located at either end of River Walk Park, from the location of abandoned 2nd Street to the river's edge. The only property associated with the project that is held in fee simple by the City is the walkway at the top of the levee.

The USACE section 408 Letter of Permission dated September 27, 2018 associated with the dock project clearly states in Special Condition "11":

"To validate this authorization, you shall take the actions required to record the enclosed Declaration of Conservation Covenants and Restrictions (CC&Rs) including the final permit and Site Plan with the Registrar of Deeds or other appropriate official charge with the responsibility for maintaining records of title to or interest in real property. You shall ensure the CC&Rs, including modified CC&Rs approved by this office, are recorded in the chain of title against the deed for this property.... In the event that the recordation of the CC&Rs contain an expiration date, you shall ensure re-recordation of the CC&Rs."

Since the City cannot record CC&Rs on property it leases from the state, the only property that the City has the right to record CC&Rs on (that is in the location of the improvements) is the River Walk trail. Staff is recommending that Council authorize the recordation of CC&Rs on that property.

Environmental Considerations

In September 2013, an Initial Study and Mitigated Negative Declaration were prepared for the Raley's Dock Replacement and Rice Mill Pier Rehabilitation Project. The City approved the project in December 2014 and a Notice of Determination was filed for the project with the State Office of Planning and Research on December 19, 2014. Parameters for the Raley's Dock Replacement are still as described in the Initial Study. Because of this, no additional CEQA documentation is required for the project.

Commission Recommendations

None

Strategic Plan Integration

Authorizing the City Manager or his designee to record CC&Rs on the City Property for the Dock Project will allow the Dock improvements to be constructed. The Dock Project supports Vision 2032, "Riverfront that is a Regional Destination," by providing public recreation amenities for the River Walk Park. The project also implements Washington Realized Parks and Recreation priority improvements and the Joint Riverfront Master Plan.

Alternatives

The following alternatives are available to the Council:

1. Authorize the City Manager or his designee to: 1) record covenants against property owned by the City in substantially the form attached (Attachment 1 to this report); 2) execute and deliver any and all documents; and 3) take any and all actions that may be necessary or advisable, at the discretion of the City Manager to complete the transactions described.
2. Authorize the Mayor to take all actions necessary for recordation of the CC&Rs.
3. Do not authorize the recordation of the CC&Rs on the City property and request that staff return with additional information.

Staff recommends that City Council approve Alternative 1, as the Dock Project USACE permit will not allow the Project to initiate construction until this permit condition has been satisfied by the City. Additionally, the form of the CC&Rs as defined by USACE and requirement to record them cannot be modified.

Coordination and Review

This report was prepared by Economic Development staff and was coordinated with the Public Works Department, Community Development Department, Finance Department and the City Attorney.

Budget/Cost Impact

There is no new funding or budget impact of Council approving the delegation of authority to the City Manager for the recordation of CC&Rs on the River Walk property.

ATTACHMENT

1. Declaration of Establishment of Conditions, Covenants, and Restrictions

WHEN RECORDED MAIL, TO:

Department of the Army
Sacramento District, Corps of
Engineers
Regulatory Division
1325 J Street, Room 1350
Sacramento, CA 95814-2922

**DECLARATION OF ESTABLISHMENT OF
CONDITIONS, COVENANTS, AND RESTRICTIONS**

KNOW ALL MEN BY THESE PRESENTS, that whereas the Sacramento District Engineer, US Army Corps of Engineers, has authorized certain improvements on and/or adjacent to a portion of the following Assessor's Parcel Numbers, **010-422-029, 010-422-031, 010-422-033, and 010-422-035** as legally described in **Attachment "A,"** in the County of Yolo, State of California, described in those certain deeds recorded as **Instrument Number 97-0020846-00 and Instrument Number 97-0020845-00 of Book 10 on Page 42** of the official records of Yolo County, I, the owner of said real property, in consideration of such authorization, certify and declare that the following covenants, conditions, and restrictions are place on said property for the protection of the owner:

- a. All conditions in the authorization document known as Department of the Army Permit Number SPK-2011-01224 in the official records of the US Army Corps of Engineers, Sacramento District, will be observed.
- b. That the Sacramento District Engineer will be informed when the authorized improvements are permanently removed.
- c. That no alterations or additions to improvements will be made unless expressly authorized by the US Army Corps of Engineers.
- d. These covenants are to run with the land and shall be binding on all successors and assigns of the owner.

IN WITNESS WHEREOF, the undersigned has caused this instrument to be executed

OWNER(S) OF RECORD:

EXHIBIT A
DESCRIPTION

COMMENCING AT THE POINT OF INTERSECTION OF THIRD STREET AND "G" STREET, FORMERLY MARGARET STREET, AS SHOWN ON THE OFFICIAL MAP OF THE TOWN OF WASHINGTON RECORDED IN BOOK "I" OF DEEDS AT PAGE 264, YOLO COUNTY RECORDS FROM WHICH THE POINT OF INTERSECTION OF THIRD AND "E" STREETS BEARS NORTH 08°28'26" EAST 832.51 FEET; THENCE FROM SAID POINT OF COMMENCEMENT SOUTH 23°45'02" EAST 956.64 FEET TO A POINT ON THE "ORDINARY HIGH WATER AGREEMENT LINE", AS SHOWN ON EXHIBIT A OF BOOK 2028 PAGE 169 YOLO COUNTY RECORDS, AND THE TRUE POINT OF BEGINNING; THENCE ALONG SAID ORDINARY HIGH WATER AGREEMENT LINE; NORTH 40°45'03" EAST 49.51 FEET; THENCE ALONG A TANGENT CURVE TO THE LEFT WITH A RADIUS OF 281.00 FEET, AN ARC LENGTH OF 151.42 FEET THROUGH A CENTRAL ANGLE OF 30°52'25"; THENCE NORTH 09°52'38" EAST 81.28 FEET; THENCE ALONG A TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 419.00 FEET, AN ARC LENGTH OF 79.78 FEET THROUGH A CENTRAL ANGLE OF 10°54'33"; THENCE NORTH 20°47'11" EAST 140.80 FEET; THENCE ALONG A TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 500.00 FEET, AN ARC LENGTH OF 58.13 FEET THROUGH A CENTRAL ANGLE OF 06°39'40"; THENCE ALONG A TANGENT CURVE TO THE LEFT WITH A RADIUS OF 325.00 FEET, AN ARC LENGTH OF 138.60 FEET THROUGH A CENTRAL ANGLE OF 24°26'04"; THENCE ALONG A TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 500.00 FEET AN ARC LENGTH OF 47.03 FEET THROUGH A CENTRAL ANGLE OF 05°23'20"; THENCE NORTH 08°24'07" EAST 76.93 FEET; THENCE CONTINUING NORTH 08°24'07" EAST 103.72 FEET; THENCE ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 1500.00 FEET; AN ARC LENGTH OF 101.75 FEET THROUGH A CENTRAL ANGLE OF 03°53'12"; THENCE ALONG A TANGENT CURVE TO THE LEFT WITH A RADIUS OF 500.00 FEET, AN ARC LENGTH OF 102.52 FEET THROUGH A CENTRAL ANGLE OF 11°44'53"; THENCE NORTH 00°32'26" EAST 81.85 FEET; THENCE ALONG A TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 400.00 FEET, AN ARC LENGTH OF 118.61 FEET THROUGH A CENTRAL ANGLE OF 16°59'25"; THENCE ALONG A TANGENT CURVE TO THE LEFT WITH A RADIUS OF 531.00 FEET, AN ARC LENGTH OF 146.67 FEET THROUGH A CENTRAL ANGLE OF 15°49'33"; THENCE NORTH 02°18'17" EAST 27.79 FEET; THENCE ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 444.00 FEET, AN ARC LENGTH OF 142.54 FEET THROUGH A CENTRAL ANGLE OF 18°23'37"; THENCE LEAVING SAID "ORDINARY HIGH WATER AGREEMENT LINE" NORTH 81°31' 38" WEST 28.16 FEET; THENCE, FROM A RADIAL LINE BEARING SOUTH 75°49'03" EAST ALONG A CURVE TO THE LEFT WITH A RADIUS OF 1284.52 FEET, AN ARC LENGTH OF 174.61 FEET THROUGH A CENTRAL ANGLE OF 07°47'19", THENCE ALONG A TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 1282.09 FEET, AN ARC LENGTH OF 212.09 FEET THROUGH A CENTRAL ANGLE OF 09°28'41"; THENCE NORTH 74°07'42" WEST 6.39 FEET; THENCE SOUTH 05°12'18" WEST 105.08 FEET; THENCE NORTH 89°54'29" EAST 8.85 FEET; THENCE, FROM A RADIAL LINE BEARING SOUTH 89°54'29" WEST, ALONG A TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 656.35 FEET, AN ARC LENGTH OF 137.81 FEET THROUGH A CENTRAL ANGLE OF 12°01'48"; THENCE ALONG A TANGENT CURVE TO THE LEFT WITH A RADIUS OF 2022.83 FEET, AN ARC LENGTH OF 185.92 FEET THROUGH A CENTRAL ANGLE OF 05°15'58"; THENCE ALONG A TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 1287.13 FEET, AN ARC LENGTH OF 342.65 FEET THROUGH A CENTRAL ANGLE OF 15°15'10"; THENCE ALONG A TANGENT CURVE TO THE LEFT WITH A RADIUS OF 1203.84 FEET, AN ARC LENGTH OF 233.13 FEET THROUGH A CENTRAL ANGLE OF 11°05'44"; THENCE ALONG A TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 606.58 FEET, AN ARC LENGTH OF 187.72 FEET THROUGH A CENTRAL ANGLE OF 17°43'54"; THENCE NORTH 69°46'03" WEST 44.60 FEET; THENCE SOUTH 30°45' 03" WEST 32.16 FEET; THENCE SOUTH 59°14'57" EAST 32.59 FEET; THENCE SOUTH 71°35'54" EAST 47.55 FEET TO THE TRUE POINT OF BEGINNING.


8-13-97

020846 AUG 28 5

MEETING DATE: April 17, 2019

ITEM # 9

SUBJECT:

CONSIDERATION OF RESOLUTION 19-6 AMENDING THE DELEGATED AUTHORITY TO DISPOSE OF REAL PROPERTY LOCATED AT 500 JEFFERSON, AND RESOLUTION 19-7 MODIFYING THE CITY'S 2018-19 O&M BUDGET

INITIATED OR REQUESTED BY:
 Council Staff

 Other
REPORT COORDINATED OR PREPARED BY:

Paul Blumberg, Senior Program Manager

Katy Jacobson
Katy Jacobson, Economic Development & Housing Director

ATTACHMENT Yes No Information Direction Action
OBJECTIVE

The objective of this report is to seek a modification to the delegated authority to dispose of real property located at 500 Jefferson Boulevard, and more specifically seek approval of an adjustment in sales price.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Adopt Resolution 19-6 modifying a deal term previously approved as part of the delegating authority to the City Manager to dispose of real property located at 500 Jefferson Boulevard (APN 010-559-001) in the amount of \$4,160,515 through a purchase and sale agreement with the County of Yolo; and
2. Adopt Resolution 19-7 approving amendments of (\$575,124) in revenue and expenses in the City's adopted Operations and Maintenance Budget for Fiscal Year 2018-19.

BACKGROUND

In June 2017, the County of Yolo and the City of West Sacramento staff reached a tentative agreement on the sale of City-owned property at 500 Jefferson Boulevard to the County, subject to the County's future debt issuance to acquire public facilities, and approval of the governing bodies. In December 2018, the Yolo County Board of Supervisors and the City of West Sacramento both approved a purchase price in the amount of \$4,735,639. Escrow was then opened to complete the real estate transaction.

At the time the purchase price was approved, both parties were assuming that it was based on the remaining lease payments contained in the 1994-era long term lease agreement between the City and County.

Subsequent to the governing bodies actions it was determined that, due to the ambiguity and complexity created by the relationship of the lease term language and the lease payment schedule attached to the lease, further reconciliation was warranted. The term provided in the lease involved "conditional" payments should bond debt be issued by the West Sacramento Redevelopment Agency. When the County conducted a reconciliation of lease payments, they found inconsistencies in the body of the agreement. While the lease payments shown in the exhibit could continue to February 2025, the lease expiration is September 1, 2024 and the payment calculation did not adequately net out some lease payments that would be received. Additionally, both the County and City are in agreement that the lease expiration would be 9/1/2024, and five months of remaining lease payments after that date were incorrectly factored into the purchase price approved previously by the City Council.

At this time, both City and County staff agree that a reduction in the purchase price is warranted to correctly comply with the deal points originally agreed to by City and County staff.

ANALYSIS

The City Council action of December 19, 2018 included a delegated authority for the City Manager to dispose of 500 Jefferson in the amount of \$4,735,639. Adjustments to that price are as follows:

Original price	\$4,735,639
Adjustments due to FY 2017/18 County Lease Payments	(\$124,059)
Adjustment due to reduction in final lease payments 10/1/2025 – 2/1/2026	(\$451,065)
Revised sales price	\$4,160,515

Should the City Council approve the adjustment in price, the Yolo County Board of Supervisors does not need to change authority previously granted to County staff. It is anticipated the close of escrow would be delayed to early May 2019.

It should also be noted that the reduction in sales proceeds will not allow the City to fully payoff outstanding principal on the 2011 Lease Revenue bonds as originally anticipated. While a majority of the bonds may be redeemed, remaining debt service will need to be budgeted in the City's pending Biennial Budget.

Environmental Considerations

The sale of 500 Jefferson Boulevard property is exempt from CEQA pursuant to California Environmental Quality Act Guidelines Section 15301. Section 15301 covers existing facilities that, through the project, would involve negligible or no expansion of the existing use. There are no existing significant impacts associated with the sale of land and no foreseeable impacts have been identified at this time.

Commission Recommendation

Not applicable

Strategic Plan Integration

Not applicable

Alternatives

The City Council may choose the following alternatives:

1. Adopt Resolution 19-6 modifying the delegation of authority to the City Manager to enter into purchase and sale agreements with the County of Yolo to dispose of real property at 500 Jefferson Boulevard and Resolution 19-7 approving the associated budget amendments.
2. Do not approve Resolution 19-6 or Resolution 19-7 and direct that staff return with additional information at a future meeting date.
3. Do not approve Resolution 19-6 or Resolution 19-7 and direct staff not to proceed with the transactions.

Alternatives 2 and 3 are not recommended as the County's offer is limited in time and based on the County's available one-time revenues. Additionally, the sale transaction provides significant benefits to the General Fund and frees up a City asset for future borrowing.

Coordination and Review

This report was coordinated with the Administrative Services Department and the City Attorney.

Budget/Cost Impact

If Resolution 19-6 is approved, the City would receive \$4,160,515, a reduction in sales proceeds from the County in the amount of \$575,124. The reduced proceeds will still be sufficient to refund a majority of the remaining debt obligations associated with 2011 Lease Revenue Bonds (as directed on 12/19/2018). The early redemption of the 2011 Lease Revenue Bonds (the "2011 Bonds") totals \$4,779,848.17. In addition, the early call on the bonds will include a 2% bond premium cost in the amount of \$95,596.96, for a total prepayment amount of \$4,875,445.13. The reduction in sales price means that additional interest and principal payments will need to be made in the proposed 2019-20 and 2020-21 Biennial budget to completely pay off the 2011 Bonds.

ATTACHMENTS

1. Resolution 19-6
2. Resolution 19-7

RESOLUTION 19-6

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
MODIFYING THE DELEGATED AUTHORITY TO THE CITY MANAGER RELATED TO THE
DISPOSITION OF REAL PROPERTY LOCATED
AT 500 JEFFERSON BOULEVARD (APN 010-559-001)**

WHEREAS, on December 19, 2018, the City Council approved a number of actions, including adoption of Resolution 18-88, which among other things, delegated authority to the City Manager to dispose of real property located at 500 Jefferson (APN 010-559-001) to the County of Yolo through a purchase and sale agreement; and

WHEREAS, the County, originally agreed to a purchase price in an amount of \$4,735,639, an amount originally thought to equal the remaining in lease payments due; and

WHEREAS, subsequent to the City's adoption of Resolution 18-88, City staff were contacted by the County with regards to a proposed modification to the purchase price for the property; and

WHEREAS, the County subsequent completed a reconciliation which found: 1) the County erred in calculating lease payments after the purchase price was agreed to, due to confusion with another County leased facility, and 2) the County determined that five months of lease payments included in the lease schedule would in fact not be made, since they would have been made after the termination date contained in the lease; and

WHEREAS, City staff has reviewed the County's proposed reduction in purchase price by \$575,124 and concurs with the methodology used by the County to arrive at the adjustment to the purchase price; and

WHEREAS, City staff desire to modify the purchase price in the purchase and sales agreement, consistent with the agreed upon revised calculation of the remaining lease payment amount.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Sacramento as follows:

The City Council hereby finds the City Manager's delegated authority to dispose of 500 Jefferson will include a modification in the Purchase and Sale and Initial Joint Escrow Instructions between the City and the County in the adjusted amount of \$4,160,515.

PASSED AND ADOPTED by the West Sacramento City Council this 17th day of April, 2019, by the following vote:

**AYES:
NOES:
ABSENT:**

ATTEST:

Christopher L. Cabaldon, Mayor

Kryss Rankin, City Clerk

Exhibit A
(Amended 500 Jefferson Boulevard PSA)

PURCHASE AND SALE AGREEMENT AND INITIAL JOINT ESCROW INSTRUCTIONS

This Purchase and Sale Agreement and Initial Joint Escrow Instructions ("Agreement"), dated for reference purposes only April ____, 2019, is entered into by and between the **City of West Sacramento**, a California municipal corporation ("Seller") and the **County of Yolo**, a political subdivision of the State of California, ("County").

Recitals

A. Seller owns approximately 2.74 acres of real property improved with a building currently being leased by the County for office space, located at 500 Jefferson Street, West Sacramento, Yolo County, California, identified with Assessor Parcel Number 010-559-001, as more particularly described in Exhibit A, attached to and made a part of this Agreement, ("Property").

B. On the terms and conditions set forth in this Agreement, County desires to purchase, and Seller desires to sell to County, the Property, and to terminate the current Agreement for the Lease of Real Property dated May 5, 1994 ("Lease"). County and Seller have entered into this Agreement voluntarily as a negotiated transaction for the County to acquire and for the Seller to sell the Property.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained in this Agreement, the parties agree as follows:

Agreement

1. **Purchase and Sale:** Seller agrees to sell to County, and County agrees to purchase from Seller, the Property on the terms and subject to the conditions set forth in this Agreement. The effective date ("Effective Date") of this Agreement shall be the date of the last party to execute this Agreement.

2. **Purchase Price:** The purchase price ("Purchase Price") for the Property is \$4,160,515.

3. **Escrow:** Escrow Holder ("Escrow Holder") shall be:

Placer Title Company
30 W. Main Street, Suite A
Woodland, CA 95695
Ph: 530.666.1213
Fax: 530.666.2670
Edocs: 301edocs@placertitle.com

(a) **Opening of Escrow:** Within three business day after the Effective Date, Seller shall open escrow ("Escrow") with Escrow Holder and deliver to Escrow Holder all escrow instructions necessary to consummate the transaction contemplated by this Agreement. Any subsequent changes to the escrow instructions must be mutually agreed to with written consent of both parties. If there is any inconsistency between such supplemental instructions and this Agreement, this Agreement shall control.

(b) **Close of Escrow:** For the purpose of this Agreement, the "Close of Escrow" shall be defined as the date that the Grant Deed (as defined in Section 5, below) is recorded in the Official Records of Yolo County.

4. **Payment of Purchase Price:** The Purchase Price shall be payable as follows: at least three business days prior to Close of Escrow, County shall deposit into Escrow an amount equal to the sum of the Purchase Price plus a good faith estimate of County's share of all costs, expenses and prorations under this Agreement as calculated by Escrow Holder, in the form of a wire transfer or other immediately available funds. Escrow Holder shall deposit said funds in an interest-bearing account which shall be applied against the Purchase Price at closing and any overages including the interest shall be returned to County at close of escrow.

5. **Conditions of Title:** The Property shall be conveyed to County by Seller by a grant deed, in the form customarily used by Escrow Holder in the County ("Grant Deed"), subject only to (a) a lien to secure payment of any real estate taxes and assessments, not delinquent; (b) the lien of current supplemental taxes, not delinquent; (c) such other title matters affecting the Property created by or with the written consent of County; (d) all applicable laws, ordinances, rules and governmental regulations (including, but not limited to, those relative to building, zoning and land use) affecting the development, use, occupancy or enjoyment of the Property; (e) all matters which would be apparent from an inspection, or disclosed by a survey of the Property; and (f) exceptions which are approved and/or accepted by County in accordance with Section 7(a)(i) of this Agreement (collectively, "Approved Conditions of Title").

6. **Title Policy:** Title shall be evidenced by Escrow Holder's title insurance underwriter ("Title Company") issuing its standard California Land Title Association ("CLTA") Owner's Policy of Title Insurance to County in an amount equal to the Purchase Price, showing title to the Property vested in County, subject only to the Approved Conditions of Title ("Title Policy"). County shall pay the cost of the CLTA Title Policy, except as provided in this Section 6. If County elects to have Escrow Holder issue its American Land Title Association ("ALTA") Extended Coverage Owner's Policy of Title Insurance, County shall pay for the expense of such ALTA premium increment and any ALTA survey costs. County shall pay for any endorsements to the Title Policy. County's ability to obtain an ALTA policy shall not be a condition to the Close of Escrow.

7. **Conditions to Close of Escrow:**

(a) **Conditions to County's Obligations:** The Close of Escrow and County's obligation to consummate the transactions contemplated by this Agreement are subject to the satisfaction of the following conditions (or County's waiver in writing thereof) for County's benefit on or prior to the dates designated below for the satisfaction of such conditions, or the Close of Escrow in the absence of a specified date:

(i) **Title:** Pursuant to the terms and conditions of this subsection, County shall have the right to approve any and all matters of and exceptions to title of the Property, as disclosed by the following documents and instruments (collectively, "Title Documents"): (A) a Preliminary Report issued by Escrow Holder with respect to the Property; and (B) legible copies of all documents referred to in such Preliminary Report. Seller shall use its best efforts to deliver the Title Documents to County within five business days following the Effective Date. County shall have 15 calendar days from the Effective Date to give Seller and Escrow Holder written notice ("County's Title Notice") of County's approval or disapproval of the Title Documents. The failure of County to give County's Title Notice to Seller within the specified time period shall be deemed County's disapproval of the Title Documents. In the event that County's Title Notice disapproves,

or is deemed to have disapproved of any matter of title shown in the Title Documents, Seller shall, within five calendar days after County's Title Notice is received by Seller, give County written notice ("Seller's Title Notice") of those disapproved title matters, if any, which Seller is unwilling or unable to, after reasonable and good faith efforts, have eliminated from title to the Property by the Close of Escrow. Notwithstanding the foregoing, Seller agrees to remove on the Close of Escrow any deeds of trust whereby Seller is the trustor or borrower which are currently recorded against the Property or any other monetary liens recorded against the Property not caused by County. If Seller is unable or unwilling to remove all of the title matters objected to by County in County's Title Notice, or fails to deliver Seller's Title Notice, County shall have five business days from receipt of Seller's Title Notice to notify Seller in writing that either (1) County is willing to purchase the Property, subject to such disapproved exceptions, or (2) County elects to terminate this transaction. Failure of County to take either one of the actions described in clause (1) or (2) in the previous sentence shall be deemed to be County's election to take the action described in clause (2). If this Agreement is terminated pursuant to this Section 7(a)(i), except as otherwise provided in this Agreement, Seller and County will have no further obligations or rights to one another under this Agreement;

(ii) Inspections and Studies/Costs: For the period of time commencing on the Effective Date and ending 30 calendar days later ("Contingency Period"), County shall have the right to conduct any and all non-destructive inspections, investigations, tests and studies (including, without limitation, investigations with regard to zoning, building codes and other governmental regulations, architectural inspections, engineering tests, economic feasibility studies and soils, seismic and geologic reports and environmental testing) with respect to the Property as County may elect to make or maintain. The cost of any such inspections, tests and/or studies shall be borne by County.

Between the Effective Date and the Close of Escrow, County and County's employees, agents, contractors, subcontractors and consultants (collectively, "County's Representatives") shall have the right to enter upon the Property, at reasonable times during ordinary business hours upon prior written notice to Seller to perform such inspections, investigations, tests and studies. Following any such tests or inspections, County agrees to promptly return any portions of the Property damaged or altered by County during such tests or inspections to substantially the same condition which existed prior to such test or inspection.

County shall indemnify, defend and hold Seller and the Property harmless from any and all claims, damages or liabilities arising out of or resulting from the entry onto or activities upon the Property by County or County's Representatives or liens arising from County's due diligence review of the Property.

Prior to the expiration of the Contingency Period, County shall deliver to Seller and Escrow Holder written notice ("Contingency Period Notice") of its approval or disapproval of the Property and the Documents and Materials (as defined in Section 7(a)(vii), below). The Contingency Period Notice to the Escrow Holder shall be accompanied by a Natural Hazards Disclosure Statement executed by the County. The failure of County to timely deliver the Contingency Period Notice shall be deemed to constitute County's disapproval of the Property and the Documents and Materials and, except as otherwise provided in this Agreement, Seller and County will have no further obligations or rights to one another under this Agreement.

If this Agreement is terminated pursuant to this subsection, County shall deliver to Seller (a) the Documents and Materials delivered to County by Seller, and (b) at no cost and without warranty as to correctness, copies of all reports, studies, maps and engineering studies

that were generated by third parties for County with respect to the Property, including, but not limited to, all environmental reports, surveys, marketing reports, geotechnical reports, lot studies and improvement plans;

(iii) Title Insurance: As of the Close of Escrow, Title Company shall have committed to issue the Title Policy to County;

(iv) Seller's Representations: All representations and warranties made by Seller to County in this Agreement shall be true and correct on the date hereof and shall be true and correct in all material respects as of the Close of Escrow;

(v) Natural Hazards Disclosure Statement: No later than ten business days prior to the scheduled expiration of the Contingency Period, Seller shall deliver to County a Natural Hazards Disclosure Statement for the Property. County shall have approved the Natural Hazards Disclosure Statement and returned a signed copy thereof to Seller and Escrow Holder by the expiration of the Contingency Period;

(vi) Seller's Obligations: As of the Close of Escrow, Seller shall have performed all of the obligations required to be performed by Seller under this Agreement;

(vii) Documents and Materials: Other than the Natural Hazards Disclosure Statement referenced above, Seller is exempt from providing any disclosures to County. However; within ten calendar days after the Effective Date, Seller shall provide the County copies of all documents relating to the Property that are in its possession or under its control, including, without limitation, the following: (i) relevant studies, documents, inspections, land surveys, soils reports, licenses, permits, maintenance contracts, utility contracts, management contracts, service contracts, warranties, ADA compliance, Field Act compliance, approvals, and other documents and/or contracts pertaining to the Property, together with any amendments or modifications; (ii) any and all information that the Seller has regarding environmental matters affecting the Property and regarding the condition of the Property, including, but not limited to, Phase I and/or Phase II Environmental Assessments, wetlands, protected habitat or species, structural, mechanical and soils conditions, the presence and location of asbestos, PCB transformers, other toxic, hazardous or contaminated substances, and underground storage tanks in, on, or about the Property; (iii) copies of leases, easements, licenses or any other agreements that grant any third parties any rights to use or possess any portion of the Property and all relative correspondence; (iv) copies of all grading, infrastructure, utility, or building plans, including any "as-built" drawings; (v) copies of all entitlements, subdivision maps, regulatory approvals, permits, and/or licenses issued or approved by governmental agencies; and (vi) any other documents materially relative to the condition, use, development, and/or value of the Property and the Parties' rights and duties under the Agreement (collectively, "Documents and Materials"). Notwithstanding the foregoing, the Seller shall have no obligation to cause any of the Property Documents to be created or produced if such document does not already exist. Seller shall provide lease estoppels for all leases in effect;

(viii) Approval of the County Board of Supervisors: The purchase of the Property is subject to approval by the Yolo County Board of Supervisors. If the Board of Supervisors does not approve the purchase, all monies delivered to Escrow Holder by County shall be immediately returned to County; and

(ix) **Approval of the Seller City Council:** The sale of the Property is subject to approval by the West Sacramento City Council. If the City Council does not approve the sale, all monies delivered to Escrow Holder by County shall be immediately returned to County.

(b) **Conditions to Seller's Obligations:** The Close of Escrow and Seller's obligation to consummate the transactions contemplated in this Agreement are subject to the satisfaction of the following conditions (or Seller's waiver thereof) for Seller's benefit on or prior to the dates designated below for the satisfaction of such conditions, or the Close of Escrow in absence of a specified date:

(i) **County's Obligations:** County shall have timely performed all of the obligations required to be performed by County under this Agreement; and

(ii) **Purchase Price:** County shall have timely delivered the Purchase Price and other sums owing under this Agreement in good funds to Escrow Holder.

(c) **Failure of Condition to Close of Escrow:** If any of the conditions set forth in Section 7 are not timely satisfied or waived by the appropriate benefited party for a reason other than the default of County or Seller, this Agreement shall terminate, and all monies delivered to Escrow Holder by County shall be immediately returned to County, and except as otherwise provided in this Agreement, the parties shall have no further obligations under this Agreement.

8. **Deposits By Seller:** At least one business day prior to the Close of Escrow, Seller shall deposit with Escrow Holder the following documents:

(a) **Grant Deed:** The Grant Deed, duly executed and acknowledged in recordable form by Seller;

(b) **Lease Termination:** A lease termination signed by Seller in a form approved by the parties and Escrow Holder; and

(c) **FIRPTA Certificate:** A certification, acceptable to Escrow Holder, duly executed by Seller under penalty of perjury, setting forth Seller's address and federal tax identification number in accordance with and/or for the purpose of the provisions of Sections 7701 and 1445, as may be amended, of the Internal Revenue Code of 1986, as amended, and any regulations promulgated thereunder.

9. **Deposits By County:** At least three business days prior to the Close of Escrow, County shall deposit or cause to be deposited with Escrow Holder the following:

(a) **Purchase Price:** The Purchase Price in cash or immediately available funds;

(b) **Lease Termination:** A lease termination signed by the County in a form approved by the parties and Escrow Holder; and

(c) **Grant Deed:** A certificate of acceptance of the Property.

10. **Costs and Expenses:** Any documentary transfer taxes charged by the County and/or City (if any) shall be paid by Seller. Except as otherwise specified in this Agreement, County and Seller shall pay any applicable escrow fees and recording charges in equal amounts. County and Seller shall each pay all legal and professional fees and fees of other consultants incurred by County

and Seller, respectively. Any costs incurred through the Escrow relating to the Property that are not specifically allocated to County or Seller under this Agreement shall be paid by the parties in equal amounts.

11. **Prorations:**

(a) **Taxes/Assessments:** All non-delinquent real estate taxes and non-delinquent assessments on the Property shall be prorated as of 12:01 a.m. on the day of the Close of Escrow based on the actual current tax bill, but if such tax bill has not yet been received by Seller by the Close of Escrow, then the current year's taxes shall be deemed to be 102% of the amount of the previous year's tax bill for the Property. All delinquent taxes and all delinquent assessments, interest and penalties, if any, on the Property shall be paid at the Close of Escrow from funds accruing to Seller. All supplemental taxes billed after the Close of Escrow for periods prior to the Close of Escrow shall be paid promptly by Seller to County in immediately available funds.

(b) **Other Expenses:** All other expenses for the Property shall be prorated as of 12:01 a.m. on the day of the Close of Escrow between the parties based upon the latest available information.

12. **Corrections:** If any errors or omissions are made regarding adjustments and prorations as set forth in this Agreement, the parties shall make the appropriate corrections promptly upon discovery thereof. If any estimates are made at the Close of Escrow regarding adjustments or prorations, the party shall make the appropriate correction promptly when accurate information becomes available. Any corrected adjustment or proration shall be paid in cash to the party entitled thereto.

13. **As-Is Property Condition:** The County acknowledges and agrees that except as otherwise expressly provided in this Agreement, to the maximum extent permitted by law, the sale of the Property is made on an "As Is," "Where Is" condition, and basis with all faults, and that Seller has no obligation to make repairs, replacements or improvements to the Property. The County further acknowledges and agrees that, except as otherwise expressly provided in this Agreement, Seller has not made, does not make and specifically negates and disclaims any representations, warranties, promises, covenants, agreements or guaranties of any kind or character whatsoever, whether express or implied, oral or written, past, present or future, of as to, concerning or with respect to the Property, including its environmental condition. The County acknowledges that the County has leased the Property since 1994 and has been in full possession of the Property since that time. The County acknowledges that it is conducting its own investigation of the Property, and (except for the express representations and warranties contained herein) the County is relying solely on such investigations, inspections and evaluations of such Property in making its decision to consummate the transaction contemplated by this Agreement, and not on any information provided or to be provided by Seller. The County hereby expressly acknowledges that the County shall be solely responsible for determining the status and condition of the Property, including land use, zoning, building and other governmental regulations, and physical, geological and environmental conditions. Except as expressly provided for in this Agreement or any written amendment or supplement hereto executed and delivered by Seller, Seller shall not be liable or bound in any manner by any oral or written statements, representations or information pertaining to the Property, or the operation thereof, furnished by any real estate broker, agent, employee or any other person.

14. **Seller's Representations and Warranties:** In consideration of County entering into this Agreement, Seller makes the representations and warranties set forth in this Section 14. Seller

shall represent and warrant the accuracy or completeness of all documents and information ("Reports") reviewed or received by any of the parties in connection with this transaction, including financial reports, lease and/or sublease agreements, service contracts, structural, geological, or engineering studies, plans and specifications. Seller represents and warrants that all documents provided to County shall be complete and accurate to the best knowledge and ability of Seller.

(a) **Seller's Authority:** Seller is the sole owner of fee title to the Property and has the legal power, right and authority to enter into this Agreement and the instruments referenced in this Agreement, and to consummate the transactions contemplated hereby in the execution, delivery and performance of this Agreement. Furthermore, the execution and delivery of this Agreement has been duly authorized and no other action by Seller is required in order to make it a valid and binding contractual obligation of Seller.

(b) **No Prior Transfers:** Seller has not previously sold, transferred or conveyed the Property, or granted to any other person or entity any right or interest in all or any part of the Property and Seller has not entered into any executory contracts for the sale of all or any part of the Property (other than this Agreement), nor do there exist any rights of first refusal or options to purchase the Property, other than this Agreement and except as may be set forth in the Title Documents or the Leases.

(c) **Leases:** Seller shall provide to County all information and documentation pertaining to all leases or other agreements (whether oral or written) affecting or relating to the rights of any party with respect to the possession of the Property or any portion thereof which will be in effect after Close of Escrow.

(d) **Hazardous Materials:** Except as disclosed in the Documents and Materials, to the actual knowledge of Seller, the Property is not, as of the date of the Effective Date of this Agreement, in violation of any federal, state or local law, ordinance or regulation relating to Hazardous Materials (as defined in this Agreement), industrial hygiene or the environmental conditions on, under or about the Property including, but not limited to, soil and ground water condition. The term "Hazardous Materials" shall mean any flammable explosives, radioactive materials, hazardous wastes or substances, toxic wastes or substances and other related materials including, without limitation, any substances defined as or included in the definition of "hazardous substances," "hazardous wastes," "hazardous materials," or "toxic substances" under any applicable federal, state or local laws or regulations.

(e) **Conflicting Documents:** Neither the execution and delivery of this Agreement and the documents and instruments referenced in this Agreement, nor the occurrence of the obligations set forth in this Agreement, nor the consummation of the transaction contemplated in this Agreement, nor compliance with the terms of this Agreement and the documents and instruments referenced in this Agreement conflict with or result in the material breach of any terms, conditions or provisions of, or constitute a default under, any bond, note, or other evidence of indebtedness or any contract, indenture, mortgage, deed of trust, loan, partnership agreement, lease or other agreement or instrument to which Seller is a party.

15. **County's Representations and Warranties:** In consideration of Seller entering into this Agreement and as an inducement to Seller to sell the Property to County, County makes the following representations and warranties, each of which is material and is being relied upon by Seller (the continued truth and accuracy of which constitutes a condition precedent to Seller's obligations under this Agreement):

(a) **County's Authority:** County has the legal right, power and authority to enter into this Agreement and to consummate the transactions contemplated hereby, and the execution, delivery and performance of this Agreement and no other action by County is requisite to the valid and binding execution, delivery and performance of this Agreement.

(b) **Enforceability:** This Agreement and all documents required hereby to be executed by County are and shall be valid, legally binding obligations of and enforceable against County in accordance with their terms.

(c) **Conflicting Documents:** Neither the execution and delivery of this Agreement and the documents and instruments referenced in this Agreement, nor the occurrence of the obligations set forth in this Agreement, nor the consummation of the transaction contemplated in this Agreement, nor compliance with the terms of this Agreement and the documents and instruments referenced in this Agreement conflict with or result in the material breach of any terms, conditions or provisions of, or constitute a default under, any bond, note, or other evidence of indebtedness or any contract, indenture, mortgage, deed of trust, loan, partnership agreement, lease or other agreement or instrument to which County is a party.

(d) **No Side Agreements or Representations:** County represents, warrants and covenants to Seller that County has entered into this Agreement based upon its rights and intentions to independently inspect the Property.

16. **Default by Seller or County:** If the transaction is not consummated solely as a result of a default by either Seller or County, then the non-defaulting party may terminate this Agreement by delivery of notice of termination to the defaulting party. The defaulting party shall pay any title and/or escrow fees charged by the Escrow Holder in connection with canceling escrow, and, except for any indemnity or other provisions in this Agreement that specifically survive the Closing or the earlier termination of this Agreement, neither party shall have any further rights or obligations hereunder.

17. **Damage or Condemnation Prior To Closing:** Seller shall promptly notify County of any casualty to the Property or any condemnation proceeding considered or commenced prior to the Close of Escrow. If any such damage or proceeding relates to or may result in the loss of any "material portion" (as defined herein) of the Property, Seller or County may, each at its option, elect either to (i) terminate this Agreement, in which event neither party shall have any further rights or obligations hereunder, or (ii) continue the Agreement in effect, in which event upon the Close of Escrow, County shall be entitled to any compensation, award, or other payments or relief resulting from such casualty or condemnation proceedings. The term "material portion" shall mean damages greater than \$100,000.00.

18. **Notices:** All notices, demands, consents, requests or other communications required to or permitted to be given pursuant to this Agreement shall be in writing, shall be given only in accordance with the provisions of this Section, shall be addressed to the parties in the manner set forth below, and shall be conclusively deemed to have been properly delivered: (a) upon receipt when hand delivered during normal business hours (provided that, notices which are hand delivered shall not be effective unless the sending party obtains a signature of a person at such address that the notice has been received); (b) upon receipt when sent by facsimile to the number set forth below (provided that, notices given by facsimile shall not be effective unless the receiving party delivers the notice also by one other method permitted under this Section); (c) upon the day of delivery if the notice has been deposited in an authorized receptacle of the United States Postal Service as first-class, registered or certified mail, postage prepaid, with a return receipt requested

(provided that, the sender has in its possession the return receipt to prove actual delivery); or (d) one business day after the notice has been deposited with either FedEx or United Parcel Service to be delivered by overnight delivery (provided that, the sending party receives a confirmation of actual delivery from the courier). The addresses of the parties to receive notices are as follows:

TO COUNTY:

County of Yolo
625 Court Street
Woodland, CA 95695
Attn: Mindi Nunes, Asst. CAO
Telephone: (530) 666-8150
Email: Mindi.nunes@yolocounty.org

TO SELLER:

City of West Sacramento
Aaron Laurel, City Manager
1110 West Capitol Avenue, 3rd Floor
West Sacramento, CA 95691
Telephone: (916) 617-4500
Email: Aaronl@cityofwestsacramento.org

Each party shall make an ordinary, good faith effort to ensure that it will accept or receive notices that are given in accordance with this Section 18, and that any person to be given notice actually receives such notice. Any notice to a party which is required to be given to multiple addresses shall only be deemed to have been delivered when all of the notices to that party have been delivered pursuant to this Section. If any notice is refused, the notice shall be deemed to have been delivered upon such refusal. Any notice delivered after 5:00 p.m. (recipient's time) or on a non-business day shall be deemed delivered on the next business day. A party may change or supplement the addresses given above, or designate additional addressees, for purposes of this Section by delivering to the other party written notice in the manner set forth above.

19. **Brokers:** Seller represents it has not engaged nor is it aware of any person entitled to any brokerage commission or finder's fee in connection with this transaction. County represents it has not engaged any person entitled to any brokerage commission or finder's fee in connection with this transaction. Each party agrees to indemnify the other party against any claim asserted against or adjudged against the other party, for any brokerage commission or finder's fee or any like compensation occasioned by or as a result of any act or omission of each such party, including all attorney's fees, costs, expenses and any other fees incurred by, charged against or adjudicated against, the other party, whether or not suit is filed, which are related to this indemnity agreement or enforcement thereof.

20. **Assignment:** County shall not assign its right, title or interest in this Agreement to any other party without the prior written consent of Seller.

21. **Intentionally Blank**

22. **Additional Terms and Conditions to Close Escrow:** None

23. **Miscellaneous:**

(a) **Partial Invalidity.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each such term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

(b) Waivers: No waiver of any breach of any covenant or provision herein contained shall be deemed a waiver of any preceding or succeeding breach thereof, or of any other covenant or provision herein contained. No extension of time for performance of any obligation or act shall be deemed an extension of the time for performance of any other obligation or act except those of the waiving party, which shall be extended by a period of time equal to the period of the delay.

(c) Survival: All of County's and Seller's warranties, indemnities, representations, covenants, obligations, undertakings and agreements contained in this Agreement shall survive for one (1) year following the Close of Escrow.

(d) Successors and Assigns: Subject to Section 20, this Agreement shall be binding upon and shall inure to the benefit of the grantees, transferees, successors and permitted assigns of the parties hereto.

(e) Entire Agreement: This Agreement (including all Recitals and Exhibits attached hereto), is the final expression of, and contains the entire agreement between, the parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto. This Agreement may not be modified, changed, supplemented, superseded, canceled or terminated, nor may any obligations hereunder be waived, except by written instrument signed by the party to be charged or by its agent duly authorized in writing or as otherwise expressly permitted herein. The parties do not intend to confer any benefit hereunder on any person, firm or corporation other than the parties hereto.

(f) Time of Essence: Seller and County hereby acknowledge and agree that time is strictly of the essence with respect to each and every term, condition, obligation and provision hereof and that failure to timely perform any of the terms, conditions, obligations or provisions hereof by either party shall constitute a material breach of and a non-curable (but waivable) default under this Agreement by the party so failing to perform.

(g) Relationship of Parties: Nothing contained in this Agreement shall be deemed or construed by the parties to create the relationship of principal and agent, a partnership, joint venture or any other association between County and Seller.

(h) Construction/Exhibits: Headings at the beginning of each paragraph and subparagraph are solely for the convenience of the parties and are not a part of the Agreement. Whenever required by the context of this Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties had prepared the same. Unless otherwise indicated, all references to paragraphs, sections, subparagraphs and subsections are to this Agreement. All exhibits referred to in this Agreement are attached and incorporated herein by this reference.

(i) Governing Law: The parties acknowledge that this Agreement has been negotiated and entered into in the State of California. The parties to this Agreement expressly agree that this Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California.

(j) Days of Week: A "business day," as used in this Agreement, shall mean any day other than a Saturday, Sunday or holiday, as defined in Section 6700 of the California Government Code. If any date for performance in this Agreement falls on a day other than a business day, the time for such performance shall be extended to 5:00 p.m. on the next business day.

(k) Possession of Property: Subject to the Approved Conditions of Title, County shall be entitled to the possession of the Property immediately following the Close of Escrow.

(l) Counterparts: This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

(m) Termination Documents: If this Agreement is terminated prior to the Close of Escrow for any reason, County shall deliver to Seller the following documents and materials (collectively referred to as the "Termination Documents"): (i) the Documents and Materials delivered to County by Seller, and (ii) at no cost and without warranty as to correctness, copies of all reports, studies, maps and engineering studies that were generated by third parties for County with respect to the Property, including, but not limited to, all environmental reports, surveys, marketing reports, geotechnical reports, lot studies and improvement plans.

The parties have executed this Agreement as of the dates set forth below.

COUNTY:

SELLER:

COUNTY OF YOLO, a political subdivision
of the State of California

CITY OF WEST SACRAMENTO,
a California municipal corporation

By: _____
Oscar Villegas, Chair

By: _____
Aaron Laurel, City Manager

Date: _____

Date: _____

APPROVED AS TO FORM:
Philip J. Pogledich, County Counsel

ATTEST:

By: _____
Carrie Scarlata, Assistant

By: _____
Kryss Rankin, City Clerk

APPROVED AS TO FORM:

By: _____
Jeffrey A. Mitchell, City Attorney

RESOLUTION 19-7

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
APPROVING AMENDMENTS IN REVENUE IN THE GENERAL FUND OPERATIONS AND
MAINTENANCE (O&M) AND
GENERAL FACILITIES BUDGETS FOR FISCAL YEAR 2018-19**

WHEREAS, the City Council adopted the biennial Operations and Maintenance (O&M) budget for Fiscal Years 2017-18 and 2018-19 on June 14, 2017; and

WHEREAS, the City Council adopted mid-term amendments to the Operations and Maintenance (O&M) budget for Fiscal Year 2018/19 on May 23, 2018 via Resolution 18-34; and

WHEREAS, based upon information received subsequent to the adoption of the budget, the City Manager has prepared and proposed an amendment to budgeted revenues and expenses for the 2018/19 fiscal year; and

WHEREAS, the City Council approved Resolution 19-88 which amended the City's 2018-19 budget to include revenue from sales proceeds for 500 Jefferson, and to authorize expenditures to defease outstanding principal associated with City's 2011 Lease Revenue Bonds; and

WHEREAS, the City has approved Resolution 19-6 which would reduce the sales proceeds from the sale of 500 Jefferson, which result in an amendment in the 2018-19 budget to reduce both revenues and expenditures; and

WHEREAS, the City Council has considered all information related to this matter, as presented at the public meetings of the City Council identified herein, including any supporting reports by City staff, and any other information provided during public meetings.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Sacramento as follows:

1. The City Council hereby approves amendments to the O&M Budget for the 2018-19 fiscal year as listed below.

SOURCES (500 Jefferson Transaction)

<u>Amount</u>	<u>Fund-Activity-Object</u>
(\$575,124.00)	208-0000-4820/ 208-9999-5950 to 306-0000-4990
<u>(\$575,124.00)</u>	<u>Total Sources</u>

USES (2011 Lease Revenue Bond Defeasance)

(\$575,124.00)	306-9099-5411
<u>(\$575,124.00)</u>	<u>Total Uses</u>

3. The City Council hereby finds that the facts set forth in the recitals to this Resolution are true and correct and establish the factual basis for the City Council's adoption of this Resolution.

4. This Resolution shall take effect immediately upon the execution of the Purchase and Sale Agreements between the City and the County for 500 Jefferson in the amount of \$4,160,515.

PASSED AND ADOPTED by the West Sacramento City Council this 17th day of April 2019, by the following vote:

AYES:
NOES:
ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

MEETING DATE: April 17, 2019

ITEM # 10

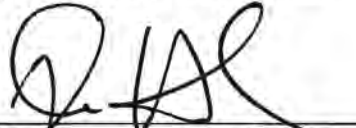
SUBJECT:

CONSIDERATION OF RESOLUTION 19-24 DECLARING WEEDS GROWING ON CERTAIN LOTS TO BE A PUBLIC NUISANCE AND SCHEDULING A PUBLIC HEARING TO CONSIDER OBJECTIONS TO WEED ABATEMENT

INITIATED OR REQUESTED BY:
 Council Staff

 Other
REPORT COORDINATED OR PREPARED BY:

Bryan Jonson, Fire Marshal


 John Heilmann, Fire Chief
ATTACHMENT Yes No Information Direction Action**OBJECTIVE**

The purpose of this report is to initiate the 2019 Weed Abatement Program and subsequent efforts.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Adopt Resolution 19-24 declaring weeds growing on certain lots to be a public nuisance and initiating the 2019 weed abatement program. The Resolution further directs the Fire Department to begin the formal weed abatement process by notifying all affected property owners by mail of the intended action by April 19, 2019; and
2. Set a public hearing of its regular meeting of May 1, 2019 to consider objections to the proposed removal of weeds.

BACKGROUND

This will be the 32nd year the City has conducted weed abatement on non-complying properties. Each year under the program has been highly successful in reducing the total number of vegetation fires, intensity and size of vegetation fires, and citizen complaints regarding high vegetation.

This year the program provides for weed abatement by the contractor to commence on May 8, 2019. The total annual contract has historically been under \$30,000 with 100% recovery of the contract costs for private party weed abatement plus a 20% City of West Sacramento administrative fee by invoicing and ultimately imposing liens upon such land until paid.

ANALYSIS

Combustible vegetation and wildland/urban interface (WUI) fires have often been in the news in recent years. Nine of the 25 costliest (in terms of property loss) fires in U.S. history were described as forest, wildland or WUI fires, with the eight costliest in the last two decades. Although West Sacramento does not have specifically defined WUI in our jurisdiction, we do have multiple identified moderate fire hazard severity zones. With the inclusion of the existing rural areas in the southern part of the city, a legitimate threat of vegetation fire exists.

Based on data from the U.S. Fire Administration's (USFA's) National Fire Incident Reporting System (NFIRS) and the National Fire Protection Association's (NFPA's) annual fire department experience survey, NFPA estimates that in 2017, local fire departments responded to an average of 283,000 brush, grass or forest fires per year. In most cases, less than one acre burned. Overall, these incidents accounted for 21% of all fires reported to local fire departments. West Sacramento's brush fire incidents may only represent about 1% of all incidents in our jurisdiction (for 2018), but the threat of fire is just as great.

A proactive approach to reducing the risk of vegetation fires in the upcoming months will aid in the reduction of fire threat and property damage. By the authority dictated by the California Government Code Sections 39560–39588, the City has created the Weed Abatement Program to ensure that this unnecessary fire threat is managed.

Environmental Considerations

This item is not a project that is subject to CEQA, because it is not an activity that may cause either a direct or reasonably foreseeable indirect physical change in the environment. (Pub. Resources Code, § 21065; CEQA Guidelines § 15060(c), § 15378(a).)

Commission Recommendation

Not Applicable

Strategic Plan Integration

This program allows our residents to feel safe and secure, enjoy a comfortable living environment, and take pride in our community.

Alternatives

The City may choose not to actively pursue a weed abatement program; however, it is more than probable that there will be an increase in the intensity of vegetation fires as the fuel becomes drier during the summer months. This added fuel load within the city is a threat to life and property. By reducing the size of the combustible vegetation, the risk and intensity of fires are significantly reduced.

Coordination and Review

This report was produced by the Community Risk Reduction Division in conjunction with the Finance Department.

Budget/Cost Impact

100% of the private party weed abatement costs (historically under \$30,000) are reimbursed by property owners, which also includes a 20% administrative fee.

ATTACHMENT(S)

1. Resolution 19-24

RESOLUTION 19-24

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF WEST SACRAMENTO DECLARING WEEDS
GROWING ON CERTAIN LOTS TO BE A PUBLIC NUISANCE
AND INITIATING THE 2019 WEED ABATEMENT PROGRAM**

WHEREAS, the City Council elects to proceed under California Government Code, Article 2, Sections 39560 – 39588 to declare as a public nuisance and abate all weeds growing upon streets, sidewalks and private property in the city; and

WHEREAS, "weeds," as used in this article includes any of the following:

- a) Weeds which bear seeds of a downy or wingy nature;
- b) Sagebrush, chaparral and any other brush or weeds which attain such large growth as to become, when dry, a fire menace to adjacent improved property;
- c) Weeds which are otherwise noxious or dangerous;
- d) Poison oak and poison ivy when the conditions of growth are such as to constitute a menace to the public health; or
- e) Dry grass, stubble, brush, litter, or other flammable material which endangers the public safety by creating a fire hazard.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of West Sacramento hereby declares as a public nuisance all weeds growing upon the streets, sidewalks, and private property in the city, specifically identified on the attached list of properties. The City Council also declares weeds growing on said parcels to be a seasonal and recurrent nuisance.

BE IT FURTHER RESOLVED the City Council hereby instructs the Community Risk Reduction Division of the Fire Department to mail, no later than April 19, 2019, written notices of the proposed abatement and public hearing to be held on May 1, 2019 to all persons owning property, according to the last equalized assessment roll available, described in this Resolution.

BE IT FURTHER RESOLVED the City Council hereby sets its regular meeting of May 1, 2019 as a public hearing date to consider objections for the proposed removal of weeds.

PASSED AND ADOPTED this 17th day of April, 2019 by the following vote:

**AYES:
NOES:
ABSENT:**

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

Weed Abatement Mailing List by APN 2019

APN	APN	APN	APN	APN	APN
067-052-030-000	014-481-004-000	046-260-027-000	014-491-011-000	045-551-005-000	046-220-018-000
045-280-015-000	014-052-019-000	046-230-016-000	045-421-008-000	045-551-006-000	046-220-012-000
045-280-016-000	010-475-003-000	046-230-032-000	010-372-001-000	045-551-010-000	045-122-017-000
045-280-017-000	014-255-002-000	058-053-006-000	010-372-002-000	045-551-011-000	045-160-007-000
010-193-008-000	014-277-007-000	058-011-014-000	010-372-003-000	045-551-012-000	045-160-014-000
010-193-010-000	010-465-006-000	008-082-017-000	010-466-009-000	045-551-013-000	045-160-015-000
067-053-023-000	045-510-050-000	046-601-024-000	067-030-042-000	045-551-057-000	045-160-016-000
008-471-006-000	008-213-007-000	008-221-037-000	045-182-010-000	045-554-036-000	045-211-001-000
008-471-008-000	067-170-017-000	058-290-001-000	046-152-005-000	058-300-003-000	046-170-001-000
010-464-004-000	067-320-004-000	045-421-009-000	045-160-018-000	067-110-025-000	046-170-013-000
010-471-001-000	008-462-002-000	014-690-082-000	046-050-077-000	067-110-005-000	046-170-014-000
010-471-002-000	045-862-007-000	067-290-014-000	046-050-073-000	067-110-006-000	046-210-019-000
010-475-010-000	045-260-007-000	046-010-052-000	046-100-015-000	067-110-023-000	045-260-025-000
010-475-011-000	046-190-007-000	010-194-020-000	046-100-003-000	067-180-060-000	014-124-013-000
072-231-007-000	046-240-004-000	045-881-020-000	046-100-006-000	058-121-001-000	045-421-034-000
008-441-006-000	046-144-012-000	014-500-001-000	046-100-016-000	046-030-035-000	014-482-021-000
045-260-008-000	046-140-012-000	014-532-011-000	046-100-019-000	008-113-007-000	067-052-023-000
045-260-010-000	046-140-013-000	046-643-009-000	046-100-022-000	010-194-015-000	008-193-071-000
045-270-001-000	046-270-023-000	045-170-022-000	045-882-015-000	046-144-029-000	046-240-006-000
045-270-002-000	010-482-006-000	045-170-023-000	045-881-010-000	046-762-003-000	046-230-005-000
046-140-029-000	045-160-034-000	046-160-055-000	010-491-008-000	014-126-025-000	045-602-001-000
010-463-004-000	045-882-028-000	046-250-021-000	045-212-011-000	046-160-019-000	045-881-021-000
046-230-041-000	058-131-007-000	010-482-007-000	045-212-013-000	046-270-024-000	014-085-001-000
010-191-018-000	014-472-014-000	010-482-008-000	045-182-003-000	045-211-017-000	046-020-067-000
010-192-003-000	046-270-019-000	010-482-009-000	045-182-004-000	058-063-011-000	046-110-013-000
046-371-001-000	014-563-014-000	010-482-011-000	046-120-013-000	046-240-022-000	046-050-068-000
046-362-003-000	008-020-022-000	010-523-024-000	008-473-016-000	046-020-068-000	045-882-005-000
010-101-013-000	046-180-010-000	010-523-026-000	067-250-018-000	046-030-015-000	046-230-010-000
014-091-033-000	045-551-060-000	010-523-029-000	010-483-004-000	046-030-029-000	045-554-025-000
058-096-011-000	010-373-001-000	010-523-030-000	046-160-022-000	046-030-016-000	046-130-015-000
008-113-018-000	014-071-012-000	010-523-032-000	045-270-008-000	046-030-044-000	014-760-043-000
046-210-004-000	014-690-087-000	010-523-034-000	014-531-047-000	046-030-046-000	014-760-032-000
010-466-003-000	046-230-045-000	046-144-030-000	014-531-048-000	067-260-064-000	014-760-037-000
014-690-047-000	010-464-003-000	045-270-012-000	045-881-013-000	046-010-050-000	014-760-038-000
045-900-063-000	045-521-019-000	045-270-014-000	014-035-007-000	045-160-025-000	046-040-017-000
046-322-047-000	072-021-001-000	045-270-010-000	008-392-001-000	045-421-020-000	046-030-040-000
046-230-064-000	046-551-007-000	072-043-020-000	046-143-027-000	010-471-013-000	046-050-074-000
046-380-044-000	014-481-005-000	045-564-013-000	067-290-007-000	046-140-015-000	046-100-017-000
045-190-021-000	014-460-027-000	067-010-001-000	008-111-012-000	046-170-007-000	046-100-020-000
045-200-010-000	010-471-014-000	045-721-007-000	010-195-005-000	045-211-015-000	046-260-024-000
045-200-015-000	010-373-018-000	067-052-021-000	046-160-023-000	046-120-020-000	046-260-013-000
045-200-019-000	010-373-008-000	008-430-027-000	046-151-010-000	058-065-018-000	046-100-021-000
045-230-002-000	010-373-009-000	008-431-007-000	046-230-052-000	046-220-015-000	046-030-037-000
045-230-026-000	010-374-014-000	045-711-002-000	045-030-041-000	008-010-032-000	014-783-030-000
045-230-027-000	010-491-007-000	046-180-018-000	046-210-009-000	008-010-033-000	008-132-047-000
046-190-004-000	010-371-007-000	046-180-016-000	008-440-008-000	045-160-031-000	008-193-073-000
046-190-008-000	010-371-008-000	046-180-017-000	008-030-039-000	045-554-034-000	008-331-027-000
046-210-001-000	010-374-015-000	046-714-019-000	014-127-001-000	045-554-035-000	010-102-004-000

Weed Abatement Mailing List by APN 2019


APN	APN	APN	APN	APN	APN
046-210-002-000	010-374-016-000	014-071-001-000	045-212-003-000	067-010-037-000	010-102-010-000
045-230-013-000	010-374-017-000	058-350-001-000	008-083-003-000	046-160-004-000	010-373-012-000
045-190-025-000	010-193-006-000	058-350-008-000	008-083-014-000	008-030-068-000	010-422-033-000
045-200-011-000	014-471-009-000	058-300-002-000	008-083-012-000	067-210-006-000	010-422-035-000
045-200-016-000	045-591-017-000	058-310-003-000	008-083-013-000	067-230-031-000	014-460-045-000
045-200-017-000	046-030-041-000	058-310-009-000	045-260-006-000	067-230-016-000	014-610-004-000
045-200-018-000	067-120-018-000	008-140-089-000	045-260-011-000	067-220-010-000	014-610-010-000
045-230-004-000	067-190-008-000	008-140-095-000	046-050-044-000	046-210-013-000	014-610-014-000
045-230-005-000	010-373-006-000	045-882-009-000	046-714-016-000	058-250-031-000	014-610-020-000
045-230-007-000	010-373-007-000	045-421-007-000	010-374-002-000	045-122-026-000	014-620-003-000
045-230-008-000	010-373-017-000	045-211-018-000	010-374-004-000	045-122-027-000	014-620-010-000
045-230-010-000	010-373-002-000	008-083-009-000	010-484-001-000	067-290-012-000	014-620-012-000
045-230-012-000	010-373-003-000	008-083-010-000	046-240-003-000	045-605-006-000	014-620-014-000
045-230-014-000	010-373-005-000	045-881-014-000	046-170-010-000	046-120-027-000	014-700-003-000
045-230-016-000	046-270-039-000	045-882-013-000	046-551-002-000	045-212-012-000	014-760-020-000
045-230-018-000	008-422-003-000	046-230-038-000	010-102-002-000	045-672-047-000	014-760-023-000
045-230-020-000	067-052-012-000	046-230-046-000	045-881-005-000	010-503-033-000	014-792-002-000
045-230-029-000	014-690-056-000	045-616-014-000	045-831-001-000	045-182-023-000	045-030-046-000
045-240-002-000	046-230-042-000	008-010-023-000	045-381-029-000	046-120-028-000	045-030-047-000
045-240-004-000	045-190-022-000	014-482-015-000	045-852-013-000	008-431-005-000	045-030-048-000
045-240-005-000	046-140-016-000	014-091-041-000	058-320-037-000	058-300-013-000	045-554-037-000
045-240-006-000	045-170-024-000	046-142-014-000	014-124-006-000	058-300-004-000	045-561-010-000
045-270-036-000	014-500-002-000	046-280-011-000	045-402-041-000	058-300-005-000	045-561-046-000
045-270-037-000	045-220-002-000	045-190-018-000	046-240-002-000	058-300-015-000	045-630-076-000
046-180-005-000	045-882-027-000	045-190-010-000	046-190-010-000	058-300-016-000	045-640-002-000
046-190-002-000	010-523-001-000	045-190-024-000	046-190-009-000	058-310-013-000	045-640-079-000
046-190-003-000	010-374-001-000	046-220-013-000	046-240-020-000	058-310-014-000	045-668-001-000
046-200-001-000	010-374-003-000	046-120-012-000	014-600-071-000	058-310-015-000	045-668-002-000
046-200-004-000	072-062-004-000	008-383-002-000	008-010-016-000	058-310-034-000	045-833-007-000
046-200-008-000	045-862-001-000	045-551-062-000	008-010-025-000	058-320-044-000	045-842-011-000
046-230-071-000	046-140-014-000	046-151-005-000	008-010-026-000	058-340-014-000	045-851-015-000
045-230-017-000	067-220-034-000	046-151-006-000	008-020-003-000	058-350-002-000	045-861-002-000
010-102-005-000	058-062-009-000	046-180-004-000	033-140-061-000	058-350-007-000	045-881-002-000
008-430-026-000	014-531-056-000	058-014-001-000	045-170-034-000	058-350-031-000	046-010-044-000
008-430-025-000	010-471-004-000	046-230-008-000	045-190-015-000	058-350-036-000	046-020-027-000
067-120-023-000	010-494-007-000	045-260-020-000	045-200-012-000	058-421-001-000	046-020-031-000
046-452-021-000	008-053-018-000	014-074-014-000	045-230-001-000	058-350-040-000	046-151-017-000
045-260-021-000	045-160-020-000	046-230-011-000	045-230-019-000	058-350-042-000	046-344-001-000
045-394-004-000	046-140-010-000	058-053-016-000	045-240-003-000	058-350-048-000	046-351-017-000
014-483-018-000	045-056-010-000	058-053-018-000	045-402-050-000	058-350-002-000	046-351-018-000
014-491-012-000	014-033-013-000	058-053-019-000	045-411-049-000	045-881-019-000	046-362-031-000
046-040-008-000	008-192-012-000	058-104-008-000	045-421-041-000	045-421-019-000	046-362-032-000
046-773-013-000	046-353-008-000	058-104-009-000	045-433-012-000	045-882-016-000	046-461-001-000
046-050-047-000	045-590-058-000	058-104-010-000	045-462-030-000	014-091-040-000	046-461-002-000
014-670-002-000	010-590-039-000	058-104-011-000	045-490-002-000	046-040-002-000	046-541-001-000
045-570-013-000	010-462-001-000	058-104-023-000	045-530-063-000	058-066-015-000	058-260-016-000
014-126-009-000	045-490-007-000	058-104-007-000	045-551-041-000	045-551-070-000	058-260-019-000
067-010-007-000	008-112-054-000	058-104-020-000	045-731-025-000	045-554-031-000	058-330-030-000

Weed Abatement Mailing List by APN 2019

APN	APN	APN	APN	APN	APN
067-010-032-000	045-881-017-000	008-193-069-000	045-741-001-000	045-554-032-000	058-340-011-000
067-010-033-000	046-270-004-000	010-102-003-000	045-742-014-000	045-555-003-000	058-340-018-000
045-861-005-000	010-194-006-000	046-110-011-000	045-781-013-000	045-555-004-000	058-340-019-000
014-125-021-000	014-491-013-000	046-210-022-000	045-791-008-000	045-551-049-000	058-350-046-000
045-181-006-000	046-130-039-000	046-210-015-000	045-861-001-000	045-551-031-000	058-350-047-000
014-265-005-000	046-120-009-000	046-130-005-000	045-881-001-000	046-210-020-000	067-010-026-000
046-240-030-000	046-120-024-000	067-150-038-000	045-881-011-000	046-773-011-000	067-020-053-000
010-475-006-000	045-280-018-000	067-060-001-000	046-020-016-000	014-760-002-000	067-120-024-000
045-882-012-000	045-230-025-000	045-211-009-000	046-020-066-000	058-290-005-000	067-120-060-000
046-170-008-000	046-050-046-000	046-050-045-000	046-210-017-000	014-760-001-000	067-132-015-000
046-160-060-000	014-660-008-000	045-170-025-000	067-020-074-000	045-220-005-000	067-170-018-000
046-170-009-000	014-670-026-000	008-192-002-000	067-030-001-000	045-882-024-000	067-180-005-000
014-540-016-000	046-200-019-000	045-260-024-000	067-030-032-000	045-853-007-000	067-180-053-000
008-392-002-000	045-220-003-000	045-554-014-000	067-040-008-000	046-240-031-000	067-180-059-000
046-220-016-000	010-471-012-000	010-522-015-000	046-260-008-000	014-122-008-000	067-180-062-000
045-591-018-000	067-230-038-000	008-472-001-000	072-151-009-000	045-182-011-000	067-220-040-000
058-320-045-000	046-160-015-000	014-371-014-000	072-171-010-000	045-382-019-000	067-260-089-000
058-340-010-000	014-460-033-000	008-102-002-000	072-191-010-000	014-372-049-000	067-270-004-000
046-240-001-000	010-483-013-000	046-120-004-000	072-201-001-000	046-250-001-000	067-270-005-000
045-841-018-000	014-134-001-000	046-120-011-000	045-551-022-000	046-250-019-000	067-270-006-000
046-724-011-000	046-143-002-000	046-160-024-000	045-553-010-000	046-260-019-000	072-033-001-000
067-030-044-000	067-020-038-000	010-511-024-000	045-553-011-000	046-260-021-000	072-082-022-000
067-132-003-000	067-020-067-000	045-160-028-000	014-804-025-000	046-270-045-000	072-104-018-000
014-610-013-000	008-051-001-000	046-240-017-000	014-802-024-000	046-270-035-000	072-112-030-000
014-620-015-000	008-030-024-000	010-495-004-000	046-661-001-000	046-270-041-000	045-190-042-000
014-610-019-000	014-690-054-000	010-495-010-000	046-661-010-000	046-260-023-000	045-871-009-000
014-620-011-000	046-210-021-000	010-495-011-000	046-661-011-000	046-270-043-000	046-210-023-000
046-050-064-000	067-060-006-000	010-495-012-000	046-665-019-000	046-260-017-000	046-220-019-000
046-200-014-000	010-374-012-000	010-495-013-000	046-618-015-000	045-882-011-000	046-240-033-000
014-630-021-000	010-374-013-000	014-680-019-000	058-320-054-000	045-122-028-000	046-160-063-000
014-690-090-000	045-881-006-000	010-680-017-000	067-330-020-000	046-230-003-000	046-230-058-000
045-564-014-000	046-030-010-000	014-680-016-000	067-330-022-000	046-230-004-000	046-280-015-000
046-130-016-000	045-270-021-000	014-680-018-000	010-422-019-000	046-180-011-000	046-783-008-000
045-551-066-000	045-270-020-000	045-552-014-000	010-422-020-000	008-112-055-000	010-494-010-000
046-160-059-000	058-290-002-000	045-551-065-000	010-422-030-000	008-112-056-000	014-760-039-000
045-882-014-000	046-010-051-000	045-551-068-000	010-422-032-000	008-112-057-000	014-760-040-000
045-551-002-000	046-010-004-000	014-252-001-000	010-422-036-000	046-713-003-000	046-170-006-000
045-881-022-000	008-221-024-000	014-690-073-000	010-422-037-000	046-152-001-000	014-580-009-000
010-465-017-000	046-180-013-000	014-690-074-000	014-710-022-000	058-422-008-000	014-580-010-000
010-194-016-000	045-240-014-000	014-700-018-000	014-720-002-000	058-421-007-000	045-030-040-000
010-194-017-000	045-230-024-000	014-700-019-000	014-700-053-000	058-421-004-000	072-021-010-000
010-194-018-000	045-240-010-000	014-700-020-000	014-710-001-000	058-422-004-000	046-143-011-000
010-194-019-000	067-060-005-000	014-700-021-000	014-690-072-000	008-302-004-000	045-240-007-000
014-531-045-000	045-614-053-000	014-700-022-000	010-523-008-000	014-460-007-000	014-690-044-000
014-531-046-000	014-482-019-000	014-700-023-000	010-523-012-000	010-101-010-000	045-605-008-000
014-482-023-000	014-482-020-000	014-700-024-000	014-620-017-000	010-101-011-000	058-063-009-000
067-010-041-000	008-081-010-000	014-700-025-000	014-720-001-000	072-141-018-000	058-063-007-000
008-083-026-000	058-053-020-000	014-700-026-000	014-610-018-000	046-010-038-000	058-063-008-000

Weed Abatement Mailing List by APN 2019

APN	APN	APN	APN	APN	APN
008-083-001-000	046-010-048-000	014-700-046-000	067-053-012-000	067-060-003-000	058-063-006-000
045-123-036-000	014-482-022-000	014-700-047-000	046-260-015-000	014-244-021-000	058-250-030-000
014-124-012-000	046-230-009-000	014-700-048-000	067-052-019-000	046-160-053-000	046-010-056-000
046-714-002-000	058-101-011-000	014-700-049-000	010-491-025-000	045-211-002-000	046-230-053-000
008-010-019-000	045-524-025-000	014-700-050-000	045-551-067-000	058-031-012-000	046-250-022-000
046-551-003-000	045-605-010-000	014-700-051-000	046-260-016-000	008-112-053-000	046-250-018-000
058-260-001-000	046-270-025-000	014-700-052-000	014-121-004-000	045-181-011-000	046-260-018-000
046-751-004-000	046-551-004-000	014-710-002-000	008-030-020-000	014-791-004-000	046-270-040-000
046-160-016-000	045-553-004-000	014-710-003-000	014-372-005-000	008-383-003-000	046-250-011-000
046-220-014-000	010-590-037-000	014-710-004-000	045-260-023-000	008-221-015-000	046-250-013-000
067-280-028-000	046-160-010-000	014-710-005-000	010-320-038-000	008-221-041-000	046-250-014-000
010-530-002-000	046-761-003-000	014-710-006-000	045-553-007-000	067-300-003-000	046-030-043-000
014-610-021-000	045-421-033-000	014-710-007-000	014-053-026-000	067-300-004-000	045-182-022-000
058-310-001-000	014-091-002-000	014-710-008-000	045-551-069-000	046-160-065-000	046-230-035-000
014-690-089-000	008-132-039-000	014-710-009-000	046-050-022-000	046-160-066-000	045-490-003-000
010-511-037-000	045-882-025-000	014-710-010-000	046-010-008-000	045-123-041-000	014-035-021-000
046-142-015-000	014-054-015-000	014-710-011-000	046-010-011-000	067-300-009-000	045-230-015-000
010-320-014-000	014-054-016-000	014-710-012-000	067-180-002-000	010-371-002-000	046-190-006-000
046-143-003-000	046-592-011-000	014-710-013-000	067-180-063-000	010-371-009-000	046-230-061-000
058-210-010-000	010-475-001-000	014-710-014-000	014-042-003-000	046-280-012-000	046-230-059-000
046-230-036-000	046-240-032-000	014-710-015-000	046-230-027-000	045-211-016-000	045-122-006-000
045-160-033-000	045-881-018-000	014-710-062-000	046-230-028-000	046-180-014-000	010-373-004-000
046-144-001-000	045-882-006-000	014-710-063-000	046-230-031-000	010-590-038-000	045-601-039-000
045-123-047-000	045-882-026-000	010-559-019-000	046-230-033-000	046-040-012-000	045-270-015-000
045-554-013-000	046-010-057-000	046-551-009-000	046-250-005-000	046-130-024-000	045-270-016-000
045-554-012-000	045-182-028-000	008-192-001-000	045-030-044-000	045-590-062-000	
014-481-003-000	046-270-038-000	058-132-017-000	045-030-045-000	045-882-003-000	

MEETING DATE: April 17, 2019		ITEM # //	
SUBJECT: CONSIDERATION OF APPROVAL OF AMENDED AND RESTATED CONCESSIONAIRE AGREEMENT WITH KLETTERWALD HERITAGE OAKS PARK, LLC FOR DEVELOPMENT AND USE OF THE HERITAGE OAKS PARK PROPERTY			
INITIATED OR REQUESTED BY: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other		REPORT COORDINATED OR PREPARED BY:  Traci Michel, Director of Parks and Recreation	
ATTACHMENT <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Information	<input type="checkbox"/> Direction	<input checked="" type="checkbox"/> Action

OBJECTIVE

The objective of this report is to provide the City Council with sufficient information to consider approval of an Amended and Restated Concessionaire Agreement with Kletterwald Heritage Oaks Park, LLC for development and use of a portion of the Heritage Oaks Park property.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

- 1) Authorize the City Manager or his designee to execute the Amended and Restated Concessionaire Agreement with Kletterwald Heritage Oaks Park, LLC for development and use of a portion of the Heritage Oaks Park property, in substantially the form attached to this report, with such changes, insertions, revisions, corrections, or amendments as shall be approved by the City Attorney; and
- 2) Authorize the City Manager or his designee to make minor amendments to the Agreement, as needed, to support the implementation of the project.

BACKGROUND

The Heritage Oaks Park site consists of 9.1 acres located at 1300 Lake Washington Boulevard as part of the Newport Estates Unit 10 map approved by Council in July 2015 (See Attachment 1, Exhibit A). The City accepted the site as park land on June 15, 2016. On January 17, 2018, the City Council approved a Concessionaire Agreement with Kletterwald USA, LLC (Kletterwald) for lease and development of a portion of the Heritage Oaks Park property in an effort to advance public park site improvements and provide the community with a unique treetop adventure course recreation opportunity. Public park site improvements include a new shaded play area, street frontage improvements and pathways, on-site parking, public restroom, drinking fountain, picnic tables, benches and bike racks. Since then, the project has experienced several delays:

- **Street Frontage Improvements:** Per the existing Concessionaire Agreement, Kletterwald completed all street frontage design work at no up-front cost to the City and on December 5, 2018, City Council approved a contract award for constructing streetscape improvements along the Lake Washington Boulevard and Village Parkway portions of the park site. Construction was scheduled to commence in early January 2019, but due to extensive rain and high ground water levels, the project has been delayed. It is anticipated that construction will comment mid-April 2019. Per the existing Concessionaire Agreement, repayment of street frontage design costs has been factored into the lease payment terms.
- **Ropes Course Site Improvements:** Several items have caused delays and/or changes to the ropes course site improvements including:
 - Delays from PG&E to review and approve utility improvements;
 - Work visa delays for the Kletterwald staff in Austria to begin work on the site;
 - Change in funding partners, resulting in the formation of a new LLC, Kletterwald Heritage Oaks Park, LLC;

- Delayed tree care work based on recent tree damage caused by storms and longer lead times for scheduling the project arborist due to a heavy workload with post-fire assessments in northern California.
- Unsuccessful Grant Opportunity – The City was unsuccessful in receiving grant funding from the State Parks Outdoor Environmental Educational Facilities Grant Program for improvements to the balance of the site. Staff is working to identify other potential funding sources and has identified the planning and design of the balance of the site in the Draft Parks, Recreation and Open Space Master Plan report.

ANALYSIS

The items described above have impacted the ownership, schedule and project scope references in the current Agreement. An Amended and Restated Concessionaire Agreement is required for City Council consideration to incorporate the following changes:

- Change in Partnership Entity – The Agreement updates name Kletterwald Heritage Oaks Park, LLC, as the new partner for the project.
- Modification of Insurance Requirements – The insurance requirements included in the original Agreement required Excess Liability to be in place for both construction and operation of the treetop adventure course. To reflect industry standards, the Agreement has been updated to separate construction insurance requirements from operations insurance requirements.
- Updated Language Pertaining to Grant Funding - The original Agreement reflects grant-funded improvements being made for a portion of the balance of the site. The City was unsuccessful in receiving grant funding from the State Parks for improvements to the site. This section of the Agreement has been updated to provide the City will maximum flexibility in the planning, design and implementation of improvements for the balance of the site.

Next Steps

Upon approval of the Amended and Restated Agreement, Kletterwald will commence with the remaining work on site. The updated project schedule follows:

April/May 2019

- Kletterwald to commence tree care work on site
- Kletterwald to submit Encroachment Permit application to City for all site improvements
- City to commence street frontage improvements (pending no further rain delays)

July 2019

- Complete street frontage improvements
- Site grading
- Parking improvements

August/September 2019

- Kiosk construction
- Complete landscaping/other public amenities

November/December 2019 – Ropes Course installation

January 2020 – Soft opening

Environmental Considerations

On November 16, 2016, the City Council certified the General Plan 2035 Environmental Impact Report (EIR). The EIR was prepared specifically to allow maximum streamlined review of subsequent projects that are found to be consistent with General Plan 2035 in terms of land use, density, etc. On January 17, 2018, as part of the original Agreement approval between the City and Kletterwald, staff prepared a technical memorandum to fully analyze any potential impacts associated with the Heritage Oaks Park site improvements that would be beyond what was contained in the EIR. Based on the analysis presented in the technical memorandum, the proposed project was found to be within the scope of the EIR prepared for the General Plan 2035, and no new or substantially more adverse impacts would occur through implementation of the proposed project. As a result, the City Council certified that no new environmental document was required, consistent with State CEQA Guidelines Sections 15162 and 15168(c) (2).

Commission Recommendation

Staff has provided regular updates on the project to the Parks, Recreation and Intergenerational Services Commission. The Commission has continuously expressed support for moving forward with the project.

Alternatives

Alternatives to the recommended action include:

1. Council could direct staff to modify the business terms of the Concessionaire Agreement; or
2. Council could choose to not approve of the Concessionaire Agreement.

Based on the need to advance public park improvements on the Heritage Oaks Park site, the opportunity to provide a unique recreation opportunity for the community and leverage both grant funding and private investment opportunities, staff does not recommend modifying the business terms or choosing to not approve the Concessionaire Agreement.

Coordination and Review

The Amended and Restated Concessionaire Agreement was coordinated with the City Manager's Office, City Attorney and Community Development Department.

Budget/Cost Impact

There are no immediate costs associated with this action. It is estimated that the City will have increased maintenance costs associated with maintaining the public improvements completed as part of the project. However, the ropes course maintenance requirements will help to reduce the City's annual tree care costs for the term of the Agreement, which could be significant. Additionally, the project will generate an estimated \$1 million in revenue to the City over the term of the Agreement, a portion of which could offset the increased maintenance costs and further develop the park site, as well as fund additional citywide park planning, development and programming.

ATTACHMENT

1. Amended and Restated Concessionaire Agreement with Kletterwald Heritage Oaks Park, LLC

AMENDED AND RESTATED CONCESSIONAIRE AGREEMENT

This Amended and Restated Concessionaire Agreement ("Agreement") is entered into on April 17, 2019 ("Effective Date"), by and between the **City of West Sacramento**, a California municipal corporation ("City"), and **Kletterwald Heritage Oaks Park, LLC**, a California limited liability company ("Concessionaire").

RECITALS

A. The City owns certain real property consisting of approximately 9.1 acres of unimproved property located at 1300 Lake Washington Boulevard in the City of West Sacramento, California, commonly referred to as the Heritage Oaks Park ("Park"), a public park identified as APN 131-113-00.

B. Concessionaire desires to operate an elevated ropes challenge course business on a portion of the Heritage Oaks Park in the area shown on **Exhibit A**, attached hereto and incorporated herein ("Property"), which will include two phases of construction, as described in Sections 4 and 6 herein, of various levels of elevated rope challenge courses, an office/reception building, potential event shed, play structure, parking lot, picnic tables, restrooms, and other possible improvements.

C. On January 17, 2018, the City and Concessionaire entered into a Concessionaire Agreement to describe the parties' respective rights and obligations in connection with the construction and operation of the ropes challenge course and other improvements on the Property ("Original Concessionaire Agreement").

D. Concessionaire has encountered various delays in the funding and construction of its project, and has recently partnered with a new entity which will contribute funding for the project.

E. The parties now desire to amend and restate the Original Concessionaire Agreement to reflect the new Concessionaire entity and the revised rights, duties and obligations of the parties as of the date hereof, as more fully described and subject to the conditions set forth herein. This Agreement fully supersedes the Original Concessionaire Agreement.

F. The City believes the ropes challenge course and other improvements present an opportunity for visitors to learn about and experience the beauty of the heritage oak trees on the Property while providing recreational activities and education to visitors. The City desires to allow Concessionaire to operate its activities on the Property in accordance with the terms herein, and the City desires to complete its own outdoor environmental and education facilities on the Property subject to receipt of grant funds.

G. Attached hereto and incorporated herein as **Exhibit B**, is a Site Plan for Concessionaire's ropes challenge course and other improvements.

H. Attached hereto and incorporated herein as **Exhibit C**, is a list of "Consultants" anticipated, but not limited, for use in the design of the Street Frontage described in Section 5.

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties hereby agree as follows:

AGREEMENT

1. **Description of Permitted Concessionaire Activities.** Concessionaire shall operate, with a sufficient number of employees (in accordance with legal and industry standards), the following activities on the Property, with the design, construction, and location of each subject to the City's approval as provided under the terms herein:

1.1 Elevated ropes challenge course which may include platforms constructed near or affixed to trees, connected by various types of bridges, offering varying difficulty levels with elements and props, primarily affixed to trees as approved by a consulting arborist and the City (collectively, "**Ropes Challenge Course**"). Zip lines may also be considered upon approval of the City.

1.2 Programs for school and other groups that may be tied to teambuilding and curriculum, such as, among other things, teaching about design and construction and exploring trees, and the forest ecosystem, upon approval of the City.

1.3 Operation of a concession building, storage kiosk, restrooms, event or gathering shed, parking lot, picnic tables and seating areas.

2. **Term of Agreement.** The term of this Agreement shall be a ten (10) year term commencing on the **Effective Date** and expiring on April 17, 2029 (the "**Initial Term**"), although rental payments to the City will begin upon the **Opening Date** as defined in Section 4 herein. If mutually agreed upon in writing by City and Concessionaire during the Initial Term, this Agreement may be extended for an additional ten (10) years (the "**Renewal Term**"), provided that City and Concessionaire shall first meet and confer regarding the impacts from Concessionaire's operations, the payments to City under Section 10 herein, and such other issues as either party may wish to discuss, and that any changes to the terms set forth herein to take effect during the Renewal Term are memorialized in a written amendment to this Agreement executed by City and Concessionaire. If the City does agree to extend for a Renewal Term, the City agrees that the payments due to the City under Section 10 herein shall be no greater than market rate for the industry, as determined by the City in its sole discretion.

3. **Operating Periods and Hours.** Concessionaire shall operate the facilities and programs listed in Section 1 herein in accordance with the following schedule of operations:

Ropes Challenge Course Operations⁵			
Opening Period	Opening Times	Duration	Opening Days
November – February ¹	10:00 am – 6:00 pm	8 hours	68
March – May ²	9:00 am – 6:00 pm	9 hours	79
June – August ³	9:00 am – 8:00 pm	11 hours	92
September – October ²	9:00 am – 6:00 pm	9 hours	52
Holidays/School Breaks ⁴	10:00 am – 6:00 pm	8 hours	
Summary			291
¹ "Off-season" open Wednesday – Sunday Closed Jan 1-13 th and Feb Closed on Wednesdays subject to winter closure			
² "Standard Season" open Tuesdays – Sunday			
³ "Peak Season" open daily and extended hours			
⁴ "Holidays" open based on season			
⁵ Pre-arranged events may effect this schedule			

Any modifications to the schedule must be approved in writing by the City Manager or his/her designee, except for instances when weather or safety concerns necessitate closure, or they are closed due to pre-arranged group events. Concessionaire acknowledges that the Heritage Oaks Park is a public park, with general operating hours of dawn to dusk, and will be used by members of the public for other activities unrelated to Concessionaire's business, including, but not limited to, using the children's play area, picnicking and walking on nature trails.

4. Concessionaire's Phase I Improvements. Concessionaire's improvements are divided into two phases of construction, not including the Tree Work set forth in Section 4.1. The Concessionaire has submitted the permit drawings, specifications, and proforma, to the City Parks and Recreation Department, for review and approval, and is working with the City on the comments thereto. Within fifteen (15) days after execution of this Agreement, Concessionaire shall submit to the City Parks and Recreation Department, for review and approval in a timely manner, the Proof of Funds (which is defined as a commitment letter from a commercial lender, or if using equity/partner financing, then current financials, tax returns, and statement(s) from an established banking or investment institution in the name of the financing partner indicating sufficient liquidity to complete the improvements), and estimated timeline for completion of the Phase I improvements described below. Within thirty days (30) days of the City's approval of such plans, specifications, and timeline, Concessionaire shall submit all required documents and permit applications for the Phase I improvements to the City Community Development Department for approval and permitting. Concessionaire shall diligently pursue such permits and approvals until Concessionaire has obtained all required permits. Once permits are obtained, Concessionaire shall diligently complete construction of the Phase I improvements, at its sole cost and expense. Construction of the Phase I improvements shall begin within thirty (30) days of receipt of Community Development Department permit approvals, and be completed within seven (7) months thereafter unless due to a Force Majeure Event, as defined in Section 45 herein. Concessionaire shall complete the Phase I improvements set forth in Section 4.1 and 4.2 prior to beginning any of Concessionaire's business operations on the Property. Any changes to the approved plans must be approved by the City in writing. The "Opening Date" shall be considered the date that is the earlier of: (a) the first day Concessionaire opens its business operations on the Property to the public; or (b) ten (10) months after receipt of Community Development Department Phase I permit approvals.

4.1 Tree Work. The City has commissioned Davey Resource Group to complete a Tree Inventory Summary and Management Plan dated June 1, 2017 ("Tree Plan"). The Tree Plan identifies the immediate and on-going tree work and maintenance to be completed for the trees on the Property. Prior to construction of any Ropes Challenge Course improvements, Concessionaire shall, at its sole cost, contract with an arborist consultant approved by the City, to perform the tree removal and Priority 1 pruning work identified in the Tree Plan under a scope of work approved by the City.

4.2 Ropes Challenge Course. After the tree work in Section 4.1 has been completed, Concessionaire shall, at its sole expense, construct the Ropes Challenge Course improvements, the amount, types, and locations of which are to be approved by the City in writing. Notwithstanding the above sentence, Concessionaire may construct the Ropes Challenge Course improvements concurrently with the tree work in Section 4.1 upon prior approval of the City.

4.3 Parking Lot. Concessionaire shall construct, at its sole expense, a parking lot with no less than 40 parking spaces, in the area marked for parking on Exhibit B. The parking lot shall be open to the public at all times; provided, however, that the City reserves the right to close the entrance to the parking lot at dusk when the public park closes and to install the improvements

necessary to do so (e.g. bollards, chains, etc.). While the Concessionaire is in operations and in good standing, if the City has installed security access improvements, the Concessionaire will be allowed to access them to perform necessary opening and closing processes and will be provided with the keys and controls to do so. Concessionaire may reserve a portion of the spaces for its patrons during normal business hours with advance notice to, and approval by, the City Parks and Recreation Department. Unless authorized by the City by written consent, the Concessionaire shall not park trailers, campers, heavy equipment, commercial trucks and vehicles, or other recreational or oversize vehicles in the lot with the exception of those required for maintenance or pre-approved special events. Visitors may park school buses and recreational vehicles during the day while visiting the park. No overnight parking shall be allowed in the lot.

4.4 Public Restrooms. Concessionaire shall construct, at its sole expense, a building with public restrooms, in the area marked on Exhibit B. The building shall contain drinking fountains near the restrooms and shall be accessible to the public from the exterior. The Concessionaire shall maintain the restrooms, as described in paragraph 13.2 and have the ability to close them to the public when outside of business hours. The Concessionaire shall provide the required signage that notifies the public of operating hours and use restrictions to limit vagrancy.

4.5 Reception and Storage Kiosk Building ("Kiosk"). Concessionaire shall construct, at its sole expense, a Kiosk in the area marked on Exhibit B, that will include storage of the supplies and equipment for its business and a small reception office that may include an approachable counter intended to provide visitor information and check-in. The Kiosk may be part of the public restrooms building or may be a separate building, depending on the final approved design. The Concessionaire shall be solely responsible for staffing the Kiosk. Concessionaire may conduct retail sales in the Kiosk. No employees, owners, or guests of Concessionaire, or any other persons, shall be permitted to live in the Concession Building. Neither the City nor the Concessionaire shall sell tobacco, alcohol or cannabis products on the Property, with the exception that alcohol may be sold or provided on the Property in connection with events (as set forth in Section 6.2 below), or other locations on the Property, subject to City approvals and required permits, and provided that all of the necessary permits have been obtained for such alcohol sales and use.

4.6 Children's Play Area. Concessionaire shall construct, at its sole expense, a children's play area and shade structure in the area marked on Exhibit B. The play area improvements shall include, but are not limited to, play elements suitable for children ages 2-12 that comply with City specifications and certified by a Certified Playground Safety Inspector, at least two picnic tables with benches/seating, and at least two bike lock stands. The Concessionaire shall provide adequate evidence of how the shade structure shall protect the public from full exposure when a 1pm sun is between 45 degrees or more altitude or deemed appropriate during the review process of design.

5. The City's Frontage and Utility Improvements. During or shortly after construction of Concessionaire's Phase I improvements, the City will separately construct, at its sole cost, City street frontage improvements along Lake Washington Boulevard and Village Parkway, and provide sewer and water utility extensions to the Property at or near 30 feet from the existing street curbs ("Public Improvements"). In order for the City to have the utilities and road improvements completed in a timely manner, the City will use the same design consultant(s) as Concessionaire, listed in Exhibit C ("Consultant"), for the design of the Public Improvements. The City will provide Consultant with a separate scope of work for the Public Improvements and such design work shall be invoiced separately, and approved by the City. The design costs for the Public Improvements shall initially be paid by Concessionaire, subject to reimbursement by

the City in accordance with the terms of Section 10 herein. The City will complete construction of its Public Improvements within ten (10) months from the City's design approval, and such construction shall start with the utility extensions and curb cuts in order to provide for the other Phase I utility and parking improvements. The City shall provide Concessionaire with a timeline for the construction of the Public Improvements to be coordinated with Concessionaire's Phase I design and construction of improvements.

6. Concessionaire's Phase II Improvements. For a period of twelve (12) months from the Opening Date, the Concessionaire may submit to the City Parks and Recreation Department, Concessionaire's proposed plans, specifications, proforma, Proof of Funds, and estimated timeline for completion of the Phase II improvements described below. It shall be the sole discretion of the City Manager to decide whether it desires to allow any, some, or all of the Phase II Improvements to be constructed. If the City Manager agrees to allow Concessionaire to construct the Phase II Improvements, then within thirty (30) days of the City's agreement and approval of such items, Concessionaire shall submit all required documents and permit applications for the approved Phase II improvements to the City Community Development Department for final approval and permitting. Once submitted, Concessionaire shall diligently pursue such permits and approvals until Concessionaire has obtained all required permits. Once permits are obtained, Concessionaire shall diligently complete construction of the approved Phase II improvements, at its sole cost and expense. Construction of those Phase II improvements shall begin and be completed within a timeline approved by the City. Any changes to the approved plans must be approved by the City in writing.

6.1 Concession Building. If approved by the City, Concessionaire shall construct a new building, or expand the existing Reception and Storage Kiosk Building, to serve as a headquarters for its operations and concessions (the "Concession Building"), including construction of paths for ingress and egress, and connections to water and sewer, electric, and communications infrastructure. The Concession Building shall be constructed generally in the location depicted in Exhibit B, attached hereto. Concessionaire shall be solely responsible for staffing the Concession Building. Concessionaire may conduct retail sales in the Concession Building. No employees, owners, or guests of Concessionaire, or any other persons, shall be permitted to live in the Concession Building. Neither the City nor the Concessionaire shall sell alcohol, tobacco or cannabis products on the Property, with the exception that alcohol may be sold or provided on the Property in connection with events held at the Event Shed (as set forth in Section 6.2 below) provided that all of the necessary permits have been obtained for such alcohol sales and use.

6.2 Gatherings/Event Shed. If approved by the City, Concessionaire may expand the current Kiosk or construct a separate gathering/event shed ("Event Shed") in a location to be determined by the City and Concessionaire, to be used for group gatherings and large events. The terms of use for the Kiosk expansion or Event Shed shall be subject to a separate mutually approved agreement between the City and Concessionaire detailing, among other things, event planning, scheduling, use restrictions, alcohol sales and use, and permit requirements.

6.3 Picnic Tables and Bike Lock Stands. If approved by the City, Concessionaire shall purchase and install or construct additional picnic tables and bike lock stands in the location shown in Exhibit B, attached hereto, the number and exact location of which are to be approved by the City. The parties shall mutually designate which picnic tables are for public use on a first come – first served basis ("Public Tables"), and which picnic tables may be reserved and are managed by Concessionaire for events ("Private Tables").

6.4 Parking Lot Improvements. If approved by the City, Concessionaire shall construct, at its sole expense, additional parking spaces as deemed appropriate by the City to expand, and be included within, the Parking Lot.

7. Other City Improvements. The City is responsible for designing and improving the balance of the Park. The City shall coordinate with Concessionaire on the site design and proposed amenities for the balance of the Park to ensure compatibility between the uses of the parties. The City shall give Concessionaire notice of any new improvements to be constructed on the Property by the City and the City shall be responsible for maintaining any additional improvements.

8. General Construction Requirements.

8.1 Concessionaire shall not commence construction of any improvements until: (i) the plans therefor have been approved by City; (ii) Concessionaire has obtained all construction permits and other permits as may be required by the City, and any other government agency with jurisdiction; and (iii) Concessionaire has paid all fees imposed by the City and any other government agency with jurisdiction. Concessionaire shall complete the improvements in compliance with all applicable building codes, laws, regulations, and other governmental requirements, including the Americans with Disabilities Act. Concessionaire shall also complete improvements in compliance with the City and Cal OSHA, and at a minimum in compliance with the Association for Challenge Course Technology's ("ACCT's") installation standards (with regard to the Challenge Courses only), provided that to the extent ACCT standards conflict with governmental requirements, Concessionaire shall comply with the governmental requirements.

8.2 Concessionaire shall ensure that all construction activities contemplated herein which are required by law to be performed by licensed contractors are performed by contractors possessing valid California general and/or specialty contractor's licenses, as applicable.

8.3 During construction of the Ropes Challenge Course, City shall provide space on the Property for Concessionaire to place a temporary job site trailer in which to store tools, materials, and supplies and to serve as a primary work location. If a temporary curb or driveway is needed to access the Property for placement of the trailer or for staging, the placement areas and plans shall be approved in writing by the City. All site work shall be at the cost of Concessionaire, and Concessionaire shall arrange and pay for any temporary utility services needed. During construction of the Ropes Challenge Course only, no more than two (2) employees of Concessionaire visiting from another location may stay in the trailer overnight. The temporary job site trailer must be removed prior to opening of the Ropes Challenge Course.

9. Discounts and City Right to Use.

9.1 Visitor Ticket Prices and Discounts. Concessionaire shall provide a Pricing Schedule for individuals and groups to include a schedule of discounts from the lowest non-discounted price available to the public for each of Concessionaire's services or activities, in an amount agreed upon by City. City may include this information on its website and in City publications. Concessionaire, at its own discretion, may provide local, friend and family, member discounts to persons for the purposes of establishing good customer relations and local neighborhood support. Concessionaire may also provide annual season pass discounts and discounts for pre-ticket sales prior to opening operations on the Property. The City must approve fee waivers for large groups (over 10 people) that have not already been approved through the fee schedule to be provided. The Concessionaire shall provide the initial Pricing Schedule to the City for approval at least sixty (60) days prior to the Opening Date. The Concessionaire will

resubmit the Pricing Schedule on or before February 5th of every year for City approval, showing any decreases or increases. Changes to the Pricing Schedule shall include a memo of intent to change pricing.

9.2 Official City Use. During the Initial Lease Term, the City shall have the right to use of the Ropes Challenge Course a maximum of three (3) times per calendar year at no cost to the City for group team building and educational purposes (holidays, weekends and high season Thursday - Sunday excluded). A minimum of ten (10) registered City employees will be required to qualify. Non-City employees are not included unless otherwise agreed at the discretion of an authorized Concessionaire representative. Reservations must be made in advance and may be subject to overlap with existing reservations if the City doesn't fully occupy all available time cycles.

10. Payments to the City. In consideration of the rights granted to Concessionaire hereunder, Concessionaire shall provide City with a share of Concessionaire's revenues as set forth below. For purposes of Sections 10.1 and 10.2, Concessionaire's "Gross Ticket Sale Revenues" shall be the actual and total fees charged and/or revenues received by Concessionaire from all ticket sales for use of the ropes course, and not including sales tax or any amounts collected pursuant to Section 10.3, and before any charges or deductions for charge or credit cards, regardless of where or how payment was made. Gross Ticket Sale Revenues may reflect ticket rate reductions that occur from the provision of the discounts described in Section 9.

10.1 Beginning on the Opening Date throughout the Initial Term, Concessionaire shall pay to City \$2.00 for each person using the Ropes Challenge Course. Payments shall be remitted to the City on the fifth of the month for receipts in the previous month. No such charges shall be required for which the City has approved waiving the charge, in advance and in writing.

10.2 Beginning one (1) year after the Opening Date, for each calendar year during the Initial Term, Concessionaire shall pay to City a sum equal to the greater of: (i) \$10,000; or (ii) a share of Concessionaire's Gross Ticket Sale Revenues in each calendar year, consisting of: (a) one percent (1%) of Gross Ticket Sale Revenues over \$800,000 in the first calendar year in which \$800,000 is reached, (b) two percent (2%) of Gross Ticket Sale Revenues over \$800,000 in the second calendar year in which \$800,000 is reached, (c) three percent (3%) of Gross Ticket Sale Revenues over \$800,000 in the third calendar year in which \$800,000 is reached, (d) four percent (4%) of Gross Ticket Sale Revenues over \$800,000 in the fourth calendar year in which \$800,000 is reached, (e) five percent (5%) of Gross Ticket Sale Revenues over \$800,000 in the fifth calendar year in which \$800,000 is reached, and (f) six percent (6%) of Gross Ticket Sale Revenues over \$800,000 in the sixth and any additional calendar years in which \$800,000 is reached.

10.3 Concessionaire shall pay City the amounts owed pursuant to Section 10.2 by making payments each year as follows, commencing in 2019: (a) \$10,000 the 1st day of the 12th Month after the Opening Date and (b) when and if in a given calendar year the amount calculated pursuant to part (ii) of Section 10.2 exceeds \$10,000, Concessionaire shall commence making monthly payments to City, no later than the 15th day of each month, reflecting Concessionaire's Gross Ticket Sale Revenues from the preceding month. To the extent that the cumulative payments made by Concessionaire, for a given calendar year (i.e. payments made through January 5th of the following year), have not paid City the amounts due hereunder, Concessionaire shall make an additional payment no later than February 5th of the following year. Notwithstanding the above, commencing with its first payment due to the City under Section 10.2, the parties agree that Concessionaire's payments shall be offset against the Public Improvement

design costs incurred by the City under Section 5 herein until all Public Improvement design costs have been reimbursed; provided that the City may also make additional payments at any time in its discretion to pay off the balance due. Once Concessionaire has been reimbursed in full, Concessionaire shall begin making the requirement payments due under this Section 10. If this Agreement terminates at any time prior to full reimbursement to Concessionaire by the City, the City shall pay the remaining balance to Concessionaire within six (6) months of termination of the Agreement; provided however, that if this Agreement is terminated due to a default by Concessionaire, the City may offset any amounts due to Concessionaire against any costs incurred by the City caused by Concessionaire's default or termination of this Agreement, or costs the City is entitled to under this Agreement.

10.4 Prior to the commencement of the Renewal Term, City and Concessionaire shall meet and confer regarding the payment amounts and structure contained in this Section 10 to be used during the Renewal Term.

10.5 Concessionaire shall keep accurate accounts of its gross income, from each activity operated, pursuant to this Agreement, including written receipts for each transaction. Concessionaire's recordkeeping and accounting methods shall be satisfactory to City in City's reasonable discretion, and all records shall be retained for a period of three (3) years following expiration of this Agreement. Each payment to City must be accompanied by documentation of customer payments acceptable to City, and an accounting statement from the period for which payment is made. All voided receipts shall be accounted for, and there shall be no duplication of receipt numbers. By February 5th of each year during the term hereof, Concessionaire shall provide to City a consolidated financial statement representing Concessionaire's operations for the preceding calendar year pursuant to this Agreement. City shall keep confidential all records of payments and accounting statements furnished by Concessionaire, except as otherwise required by law.

10.6 All payments shall be in the form of business check or cashier's check, payable to the City of West Sacramento. In the event a check is not honored or Concessionaire otherwise fails to timely pay any amount due under this Agreement, the unpaid amount shall bear interest at the rate of 12% per annum. All payments must be postmarked by the dates set forth in Section 10.3, and time is of the essence for purposes of all payments due pursuant to this Agreement.

11. City's Right to Audit Concessionaire. City shall have the right at any time and from time-to-time to audit all of the books of accounts, documents, records, returns, papers and files of Concessionaire relating to revenues, sales, services, income and business transacted or other matters which in any way relate to the fees payable hereunder or the determination thereof of Concessionaire's gross revenues, and, on request by City, Concessionaire shall make all such matters available at reasonable times for examination. If City should have an audit made which reveals an underpayment by Concessionaire to City of five percent (5%) or more, Concessionaire shall immediately pay to City the cost of such audit, as well as its additional fees payable by Concessionaire to City plus interest at the rate of 12% from the date(s) the payments should have been made; otherwise, the cost of such audit shall be paid by City.

12. Nonexclusive Concession. The concession or rights herein granted to Concessionaire to operate a business from City owned or controlled property, including the Property, are nonexclusive, provided that City shall not grant to any third-party any right to use the Challenge Courses, the Kiosk, Event Shed or the Concession Building on the Property. The City agrees to notify Concessionaire of any events held or sponsored by the City on the Property and of any written agreements that the City enters into with any other concessionaire or third party for use of

the Property. In the event of a conflict between the concessions of Concessionaire and any other concessionaire, City shall have the right to resolve such conflict or dispute and its determination shall be binding upon Concessionaire.

13. Management and Maintenance Obligations.

13.1 Concessionaire's Management Obligations. Concessionaire shall be solely responsible, at its sole expense, for management and operation of the Ropes Challenge Course and related improvements, including, but not limited to, scheduling and handling reservations for events and use of Private Tables.

13.2 Concessionaire's Maintenance Obligations. Concessionaire shall be solely responsible for maintaining, repairing, and replacing, at its sole expense, all trees on the Property in accordance with Section 14 below, and the Tree Plan, the Ropes Challenge Course, Concession Building, Event Shed, Kiosk, Private Tables, and the parking lot in good condition and repair. The restroom portion of the building will be designed to comply with public restroom design and construction standards and shall also be maintained by Concessionaire during the term of the Agreement. The plan for all maintenance to be provided by Concessionaire shall be submitted as part of Concessionaire's operation plan described in Section 15 below. Concessionaire shall inspect the restroom facilities as necessary to ensure a high degree of cleanliness, and shall clean the restrooms not less than once per day. In addition, Concessionaire shall keep free of litter on the Property. Concessionaire shall promptly and properly conduct its maintenance and repair during the Term hereof, and any damage or injury caused by Concessionaire's use of the Property. If Concessionaire fails to keep the Property in good condition, then, thirty (30) days following written notification to Concessionaire (except in the case of an emergency, in which case no prior notification shall be required), the City shall have the right to enter the Property and to do such acts and expend such funds (at the expense of Concessionaire) as are required to place the Property in good condition and repair. Any amount so expended by the City shall be paid by Concessionaire within ten (10) days after the City demands such amount from Concessionaire.

13.3 City's Liability and Maintenance Obligations. The City shall be responsible, at its sole cost, for maintaining the street frontage landscaping, irrigation, and lighting, site landscaping (excluding the Ropes Challenge Course trees), trails, signage, the Play Area and shade structure, the Public Tables and trash and trash disposal within the public use areas. In addition, the City will conduct a bi-annual sweep cleaning of the parking lot. Further, any additional improvements to the Park that are designed and constructed by the City shall be maintained by the City. The City will maintain property and liability insurance for its improvements in accordance with City standards.

14. Care of Trees. Concessionaire shall obtain written approval from City prior to removing any tree or branch greater than 6" in diameter or as recommended by the consulting arborist approved by the City, whether during construction activities, maintenance activities, or otherwise. Concessionaire shall obtain, at its sole cost, a written report from a consulting arborist not less frequently than once every two (2) years during the term of this Agreement regarding the health of the trees in and around the area used by Concessionaire for its operations, provided that Concessionaire shall provide City with thirty (30) days' advance notice of each inspection by a consulting arborist and shall allow City staff, without fee, to accompany the consulting arborist. Concessionaire shall comply with all recommendations in each arborist's report except to the extent such recommendations are inconsistent with any provision of this Agreement. Concessionaire shall provide City with a copy of each report. Concessionaire shall notify the City

in writing of any unscheduled immediate maintenance requirements due to natural occurrences and will submit the requests for City approval as needed. While Concessionaire is responsible for maintaining the health of the Heritage Oaks Park trees, it is not responsible for natural occurrences of nature that could damage or fell a tree. Concessionaire will be responsible for maintaining the health and safety of the use of the trees to the best of its ability. The frequent reports are intended to provide foresight of any future health and stability issues that could result in unanticipated damage or loss of a tree. Concessionaire shall also include recommendations to provide, grow and maintain new saplings in order to increase the quantity of trees and the potential use of them.

15. Operations Plan. Concessionaire shall submit an operations and maintenance plan, for its operations hereunder (including but not limited to parking and related traffic management), for City approval within 3 months prior to Certificate of Occupancy. Concessionaire shall also submit for City's approval a maintenance plan for all structures and improvements constructed by Concessionaire pursuant to this Agreement within the same timeframe. The operations and maintenance plan shall be reviewed at least annually, or more frequently upon request by either party, to address issues arising during the Term of this Agreement. Any amendments to the operations and maintenance plans shall be submitted to the City for prior written approval. The Concessionaire shall retain ownership of its operations plan (through copyright) and it may not be duplicated, used or redistributed without the written permission of the Concessionaire. This Agreement does not constitute a release of Concessionaire's operations plan to the City for any other use other than review and approval.

16. Safety Plan. Concessionaire shall submit a safety plan, for its operations hereunder, to the City within 3 months prior to Certificate of Occupancy. Concessionaire shall provide City with copies of any updates to the safety plan for City approval. Concessionaire shall have appropriate safety equipment on the site at all times during its operations, and shall have at least one (1) employee trained in CPR and First Aid on duty at all times during its operations. Concessionaire shall supervise and administer the usage and safety of all equipment used in connection with Concessionaire's operations hereunder. Concessionaire shall use a continuous belay system for users of all elevated activities and shall require the use of full-body harnesses and helmets for participants in all such activities, and other equipment as necessary to meet industry standards.

17. Property Condition.

17.1 "AS-IS" Condition. Concessionaire acknowledges that as of the date of this Agreement, Concessionaire has inspected the Property and all improvements on the Property and that, other than the vertical concrete tube noted below, the Property and improvements are in good order, repair, and condition. Concessionaire hereby accepts the Property "AS-IS, WHERE-IS, WITH ALL FAULTS," in the condition existing as of the Effective Date, without any warranty, express or implied, of any kind, and subject to all applicable zoning, municipal, county and state laws, ordinances, and regulations governing and regulating the use of the Property, all environmental conditions, and any covenants or restrictions of record, and accepts this Agreement subject thereto, and to all matters disclosed thereby. Concessionaire acknowledges that Concessionaire has inspected the Property, and that the Property is suitable for Concessionaire's intended use. Concessionaire acknowledges that City has made no representations or warranties to Concessionaire regarding the condition or suitability of the Property. Concessionaire is solely responsible for assuring itself that the Property is suitable for its intended use and has not relied upon any City representations or warranty regarding the appropriateness of the Property for Concessionaire's intended use. The City acknowledges that there is a vertical concrete tube element on the Property for which neither party has been able to

identify its purpose or history. The Concessionaire shall not be required to identify the exact purpose of the element or be held responsible for any future impacts it may have on the Property.

17.2 Hazardous Substances. During the Term, Concessionaire hereby agrees that (i) no activity will be conducted on the Property that will generate, produce or use any Hazardous Substance (as defined below); (ii) the Property will not be used in any manner for the storage of any Hazardous Substances; (iii) no portion of the Property will be used as a disposal facility of any kind, including, but not limited to, any landfill, sewer, dump, pit, pond or lagoon; (iv) Concessionaire will not install any underground or aboveground tank of any type; (v) Concessionaire will not allow any surface or subsurface conditions to exist or come into existence arising out of Concessionaire's or its consultants,' contractors,' employees,' agents,' or invitees' operations or activities that constitute, or with the passage of time, may constitute a violation of Environmental Laws or a public or private nuisance or trespass; (vi) Concessionaire will not permit any Hazardous Substances to be brought onto, or released, emitted, or discharged onto, the Property by any of its consultants, contractors, employees, agents, or invitees, and if so brought or found located thereon, Concessionaire shall immediately remove and properly dispose of same, and shall diligently undertake all cleanup procedures required under Environmental Laws or otherwise necessary to restore the Property to its original condition; and (vii) Concessionaire shall in all regards comply with Environmental Laws including, without limitation, obtaining any required permits, submitting any required registrations, filings or notices or reports, meeting any necessary financial responsibility requirements, paying all required fees, maintaining any required records, and performing any required monitoring, testing, or remediation.

The term "Hazardous Substances," as used in this Agreement, shall mean petroleum or petroleum products, radioactive materials (including, but not limited to, naturally occurring radioactive materials ("NORM") and NORM contaminated equipment or materials), polychlorinated biphenyls ("PCBs") (including, but not limited to, equipment or materials containing PCBs), pollutants, mold and mold spores, contaminants, toxic or hazardous substances or wastes, hazardous materials, or any other substances, the use, storage, handling, disposal, transportation or removal of which is regulated, restricted, prohibited or penalized by any "Environmental Law," which term shall mean any federal, state or local law, ordinance, order, code, rule, regulation, or statute of a governmental or quasi-governmental authority relating to pollution or protection of health or the environment and shall specifically include, but not be limited to, any "hazardous substance" as that term is defined under the Comprehensive Environmental Response, Compensation and Liability Act of 1980 and any amendments or successors in function thereto.

18. Indemnity and Waiver of Claims.

18.1 Indemnity. To the fullest extent permitted by law, Concessionaire shall defend, indemnify and hold City, its directors, officials, officers, employees, and agents ("Indemnified Parties") free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to: (i) any acts, errors or omissions, or willful misconduct of Concessionaire, its agents, officials, officers, employees, invitees, contractors, consultants, and/or customers (the "Concessionaire Parties") in connection with Concessionaire's operations or exercise of its rights under this Agreement; (ii) any use of the Property by Concessionaire Parties; and/or (iii) Concessionaire's breach of its obligations under this Agreement. Concessionaire shall defend, with counsel of City's choosing and at Concessionaire's own cost, expense and risk, any and all claims, suits, actions or other proceedings of every kind covered by this section that may be brought or instituted against the Indemnified Parties. Concessionaire shall pay and satisfy any judgment, award or decree that

may be rendered against any of the Indemnified Parties as part of any such claim, suit, action or other proceeding. Concessionaire shall also reimburse City for the cost of any settlement paid by any of the Indemnified Parties as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for the Indemnified Parties' reasonable attorney's fees and costs, including expert witness fees. Concessionaire shall reimburse the Indemnified Parties for any and all reasonable legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Concessionaire's obligations hereunder shall not be restricted to insurance proceeds, if any, received by the Indemnified Parties.

18.2 **Release.** Concessionaire's use of the Property shall be limited to the purposes set forth herein, and Concessionaire shall have a license to use the Property only for such purposes. City shall not be responsible for any loss, damage, theft or vandalism of any personal property, improvements, or material which Concessionaire, or anyone at the direction of Concessionaire, may place upon the Property, including the Challenge Courses, Concession Building, Kiosk, or any other improvements erected by Concessionaire or property belonging to Concessionaire, and Concessionaire waives all claims against City and its officers, agents, employees, and consultants for, and shall hold them harmless for, all such losses or damage. Concessionaire expressly waives the protection of Section 1542 of the California Civil Code, and expressly waives and releases any rights or benefits arising thereunder with respect to this paragraph. Section 1542 states:

A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM OR HER MUST HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR.

Concessionaire acknowledges that it is aware that it may hereafter discover facts different from, or in addition to, those which were known to it with respect to the matters released pursuant to this Section 18.2, and Concessionaire agrees that the releases given herein shall be, and remain in effect as, full and complete releases of such claims notwithstanding any such different or additional facts.

18.3 **Limitation of Liability.** No director, officer, council member, employee, or agent of the City shall be personally liable in any manner or to any extent under or in connection with this Agreement. In no event shall the City, or any of its directors, officers, council members, employees, or agents be responsible for any consequential damages suffered or incurred by Concessionaire, including, without limitation, on account of lost profits or interruption of Concessionaire's business.

19. **Compliance with Applicable Law; Fees and Permits.** Concessionaire shall comply with all applicable federal, state, county, and local statutes, regulations, and requirements. Concessionaire shall procure and maintain, at its expense, the appropriate business licenses and all appropriate permits for its operations pursuant to this Agreement.

20. **Press Releases/Advertising.** All press releases by Concessionaire to any communication media regarding its operations hereunder must be first approved by the City, in its reasonable discretion. Concessionaire and City shall endeavor to collaborate in the promotion of the activities offered by Concessionaire and the facilities owned by City, provided that neither party shall be obligated to make any expenditures to promote the activities or facilities of the other party.

Concessionaire shall provide all marketing and promotional material for the City's review and comment.

21. Signs. All advertising signs placed by Concessionaire at any location within the Property shall be subject to prior approval by City, and shall comply with all applicable governmental regulations. Concessionaire shall comply with all wayfinding sign standards for signs installed outside the Property. Concessionaire shall post a sign at the Concession Building stating that its operation is conducted under a concession agreement with the City. The sign shall include the address and telephone number of the City.

22. Handling of Complaints. In the event that City receives complaints about Concessionaire's operations during the Term of this Agreement, such complaints shall be forwarded to Concessionaire. Concessionaire and City shall then meet and confer as to how such complaint or complaints should be handled. Concessionaire shall fully explain any such complaints received, and where appropriate, take action to rectify same.

23. Insurance Requirements. Concessionaire shall not enter onto the Property or commence construction or operations pursuant to this Agreement until it has provided evidence satisfactory to City that it has secured all insurance required under this section. City may require the policy limits and/or types of insurance furnished by Concessionaire to be changed, at Concessionaire's expense, if City determines that such additional insurance is required in order to comply with best practices and/or to adequately protect the City.

23.1 Types of Insurance Required. Without limiting the indemnity provisions of the Agreement, Concessionaire shall procure and maintain, and cause its agents, contractors, and subcontractors, as applicable, to keep and maintain in full force and effect, during the Term of the Agreement, the following policies of insurance:

a. Commercial General Liability. Commercial General Liability insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, or the exact equivalent, and shall be no less than \$1,000,000 per occurrence and no less than \$2,000,000 in the general aggregate. Defense costs shall be paid in addition to the limits. The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to this Agreement.

b. Excess Liability. Excess Liability insurance, covering bodily injury and property damage for all activities shall be in an amount of not less than \$10,000,000 combined limit for each occurrence. If Concessionaire provides adequate security of all construction sites such that the construction areas are fenced to prohibit access by the public during construction, then Concessionaire shall only be required to carry excess liability insurance after construction of the improvements are completed and Concessionaire has begun operations on the Property.

c. Workers' Compensation. Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

23.2 Endorsements. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to City for approval.

a. The policy or policies of insurance required by Sections 23.1.a (Commercial General Liability), and 23.1.b (Excess Liability), shall be endorsed to include as additional insureds the City, its officials, employees and agents.

b. The policy or policies of insurance required by Section 23.1.c (Workers' Compensation) shall be endorsed to provide a waiver of subrogation stating that the insurer waives all rights of subrogation against the Indemnified Parties.

23.3 Primary and Non-Contributing Insurance. All insurance coverages shall be primary and any other insurance, deductible, or self-insurance maintained by City, its officials, employees, and/or agents shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

23.4 Waiver of Subrogation. Concessionaire shall waive all subrogation rights against City, its officials, employees, and/or agents. Policies shall contain or be endorsed to contain such provisions.

23.5 Deductible. Any deductibles or self-insured retentions must be declared to and approved in writing by City.

23.6 Evidence of Insurance. Concessionaire shall deliver either copies of the required policies, or original certificates and endorsements on forms approved by City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf and shall provide that the carrier is required to give the City at least fifteen (15) days prior written notice of the cancellation or reduction in coverage of a policy. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with City. If such coverage is cancelled or reduced, Concessionaire shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

23.7 Failure to Maintain Coverage. Concessionaire shall suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to City. Concessionaire shall provide immediate written notice if: (i) any of the required insurance policies is terminated; (ii) the limits of any of the required policies are reduced; or (iii) the deductible or self-insured retention is increased.

23.8 Acceptability of Insurers. Each such policy shall be from a company or companies with a current AM. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

24. Liens. Concessionaire shall pay in full all persons who perform labor or provide materials. Concessionaire shall not permit or suffer any mechanic's liens of any kind or nature to be enforced against the Property for any work performed by Concessionaire pursuant to this Agreement. Concessionaire shall indemnify and hold harmless the City from and against any and all liens, claims, demands, costs or expenses whatsoever arising out of or related to such labor performed or materials furnished.

25. Possessory Interest Tax. Concessionaire hereby recognizes and understands that this Agreement may create a possessory interest subject to taxation pursuant to California Revenue & Taxation Code section 107.6 and Government Code section 53340.1, that such property interest may be subject to taxation and special assessments, if created, and that Concessionaire may be subject to the payment of taxes and assessments levied on such interest. Any such imposition of a possessory interest tax shall be a tax liability of Concessionaire, and shall be promptly paid when due. In addition, Concessionaire shall pay any personal property taxes that may become due for equipment, fixtures, inventory, or other personal property installed, maintained, or present within the Property.

26. Responsible Managing Person. Concessionaire shall designate a responsible managing person who shall be at the Property as required. The continued or chronic absence of a responsible managing person shall be grounds for termination of this Agreement.

27. Default and Termination.

27.1 Default. Any of the following events or occurrences shall constitute a material breach of this Agreement by Concessionaire and, after the expiration of any applicable grace period, shall constitute an event of default (each an "Event of Default"):

a. The failure by Concessionaire to pay any amount in full within ten (10) days when it is due under this Agreement.

b. The failure by Concessionaire to perform any other obligation under this Agreement, if the failure has continued for a period of thirty (30) days after the City demands in writing that Concessionaire cure the failure. If, however, by its nature, the failure cannot be cured within thirty (30) days, Concessionaire may have a longer period as is necessary to cure the failure, but this is conditioned upon Concessionaire promptly commencing to cure within the thirty (30) day period, and thereafter, diligently completing the cure within thirty (30) additional days.

c. Any of the following: a general assignment by Concessionaire for the benefit of Concessionaire's creditors; any voluntary filing, petition, or application by Concessionaire under any law relating to insolvency or bankruptcy, whether for a declaration of bankruptcy, a reorganization, an arrangement, or otherwise; the abandonment, vacation, or surrender of the Property by Concessionaire without the City's prior written consent; or the dispossession of Concessionaire from the Property (other than by the City) by process of law or otherwise.

27.2 Termination.

a. Upon an Event of Default by Concessionaire, City may at any time thereafter, with or without notice or demand and without limiting City in the exercise of any right or remedy which City may have by reason of such default, terminate Concessionaire's right to possession of the Property by any lawful means, in which case this Agreement and the Term hereof shall terminate and Concessionaire shall immediately surrender possession of the Property to City. The City shall be entitled to recover from Concessionaire all damages incurred by City by reason of Concessionaire's default including, but not limited to, the cost of recovering possession of the Property and reasonable attorney's fees.

b. Concessionaire may terminate this Agreement without penalty upon ninety (90) days' prior written notice.

28. Surrender of Property. The ropes course materials, Kiosk (if not permanently affixed to the Property), and any other personal property and trade fixtures that are built and/or installed by the Concessionaire are, and will remain, the property of the Concessionaire and may be removed from the Property by Concessionaire at its cost upon expiration or termination of this Agreement; provided, however, that at expiration or termination of this Agreement the City may, at its sole option, purchase all or any portion of Concessionaire's property for its then-fair market value. In the event that Concessionaire does remove any of its personal property or trade fixtures, Concessionaire must do so in a way that leaves the Property and the Park in a safe condition for public use (e.g. electrical wires, plumbing lines, etc. shall not be left exposed). Upon expiration or termination of this Agreement, Concessionaire shall surrender and forfeit the Property and any permanent improvements to the City, at no cost to the City. Concessionaire acknowledges that City's rights pursuant to this paragraph constitute a portion of the consideration to City for entering into this Agreement.

29. Damage. If the trees used by Concessionaire for its Ropes Challenge Course are damaged by fire or other casualty so that Concessionaire is deprived of at least fifty percent (50%) of use of the trees for the Ropes Challenge Course, and no other trees on the Property can be substituted for the damaged trees in the reasonable discretion of the City's arborist, then this Agreement shall terminate as of the date the arborist determines that substitution is not reasonably possible, subject to any provisions hereof, which by their terms or reasonable implication, shall survive such termination.

30. Notices. Except as otherwise expressly provided by law, all notices or other communications required or permitted by this Agreement or by law to be served on or given to either party by the other party shall be in writing and shall be deemed served when personally delivered to the party to whom they are directed, or in lieu of the personal service, upon deposit in the United States Mail, certified or registered mail, return receipt requested, postage prepaid. Notices delivered personally or by certified mail, return receipt requested, will be effective three (3) business days after placed in the mail or immediately upon receipt (or refusal of delivery or receipt); notices sent by independent messenger or courier service will be effective one (1) business day after acceptance by the independent service for delivery.

CITY: City of West Sacramento
1110 West Capitol Avenue
West Sacramento, CA 95691
Attention: City Manager
Email: aaronl@cityofwestsacramento.org

CONCESSIONAIRE: Kletterwald Heritage Oaks Park, LLC
2912 Franklin Blvd.
Sacramento, CA 95818
Attention: Kale Wisnia, Chief Executive Officer
Email: kwisnia@crkw.com

Either party may change the address for the purpose of this section by giving written notice of the change to the other party in the manner provided in this section.

31. No Encumbrances. Concessionaire shall not mortgage or hypothecate all of or any portion of the leasehold estate created under the terms of this Agreement.

32. Negation of Joint Venture. Nothing herein contained shall be in any way construed as expressing or implying that the parties hereto have joined together in any joint venture or liability company, or in any manner have agreed to or are contemplating the sharing of profits and losses among themselves in relation to any matter relating to this Agreement.

33. No Real Property Interest. Concessionaire agrees that it does not have and shall not claim any interest or estate whatsoever in the Property by virtue of this Agreement or Concessionaire's occupancy or use of the Property under this Agreement, and Concessionaire shall not mortgage or hypothecate all of or any portion of this Agreement or the Property.

34. No Recording. No document giving notice of the existence of this Agreement shall be recorded in the official records of the county where the Property is located.

35. Attorneys' Fees. If any legal action or proceeding is brought to recover any payments or other sums under this Agreement, or for or on account of any breach of or to enforce or interpret any of the covenants, terms, or conditions of this Agreement, or for the recovery of the possession of the Property, the prevailing party shall be entitled to recover from the other party, as part of prevailing party's costs, reasonable attorneys' fees, the amount of which shall be fixed by the court and shall be made a part of any judgment rendered.

36. Time of Essence. Time is of the essence in this Agreement.

37. Governing Law; Venue. This Agreement shall be construed and interpreted under, and governed and enforced according to the laws of the State of California. In the event of litigation arising under this Agreement, venue shall reside exclusively in the County of Yolo.

38. Modification. This Agreement may be amended by mutual agreement of the parties. Such amendments shall only be effective if incorporated in written amendments to this Agreement and executed by duly authorized representatives of the parties.

39. Assignment. Concessionaire shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of City, which may be withheld in the City's sole discretion. Any attempt to do so shall be null and void, and any assignees, hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

40. Recitals and Captions. The recitals and captions of the paragraphs and subparagraphs of this Agreement are for convenience and reference only, and the words contained therein shall in no way be held to explain, modify, amplify, or aid in the interpretation, construction or meaning of the provisions of this Agreement.

41. Construction. The parties agree that each party and its counsel have reviewed and revised this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendments or exhibits thereto.

42. Waivers. A waiver or breach of covenant or provision in this Agreement shall not be deemed a waiver of any other covenant or provision in this Agreement, and no waiver shall be valid unless in writing and executed by the waiving party. An extension of time for performance of any obligation or act shall not be deemed an extension of the time for performance of any other obligation or act.

43. No Third-Party Beneficiaries. There are no intended third-party beneficiaries of any right or obligation assumed by the parties.

44. Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

45. Equal Opportunity. Concessionaire represents that it is an equal opportunity employer and provider of services and it shall not discriminate against any customer, employee, or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to Concessionaire's services, employment, demotion, transfer, recruitment, layoff or termination.

46. Force Majeure. If either party hereto shall be delayed or prevented from the performance of any act required hereunder by reason of acts of God, terrorism, wars, strikes, lockouts, labor troubles, inability to procure materials, or other cause without fault and beyond the control of the party obligated to perform (financial inability excepted), performance of such act shall be excused and extended for a period equivalent to the period of such delay; provided, however, nothing in this Section 45 shall excuse Concessionaire from the prompt payment of any rent or other charge required of Concessionaire under this Agreement.

47. Authority to Execute Agreement. Concessionaire has all requisite power and authority to conduct its business and to execute, deliver, and perform this Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective party.

48. Subcontracting. Concessionaire shall not subcontract any portion of the operations contemplated by this Agreement, except as expressly stated herein, without prior written approval of City, in its sole discretion. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

49. Entire Agreement. This Agreement, together with the exhibits attached hereto, which are incorporated herein by reference, sets forth the entire understanding of Concessionaire and the City relating to the subject matter referred to herein and supersedes any prior representations or understandings made by either party.

50. Counterparts. This Agreement may be executed simultaneously or in counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same Agreement.

(Signatures on Next Page)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

CITY:

City of West Sacramento,
a California municipal corporation

By: _____
Aaron Laurel, City Manager

APPROVED AS TO FORM:

By: _____
Jeffrey A. Mitchell, City Attorney

ATTEST:

By: _____
Kryss Rankin, City Clerk

CONCESSIONAIRE:

Kletterwald Heritage Oaks Park, LLC,
a California limited liability company

By: **Kletterwald USA LLC**,
a California limited liability company
Its: Operating (Managing) Member
By: _____
Kale Wisnia, Chief Executive Officer

Exhibit A

(Map of Property Area)

**HERITAGE OAKS PARK SITE
Exhibit A**



Exhibit B

(Depiction of the Site Plan for the Proposed Improvements)

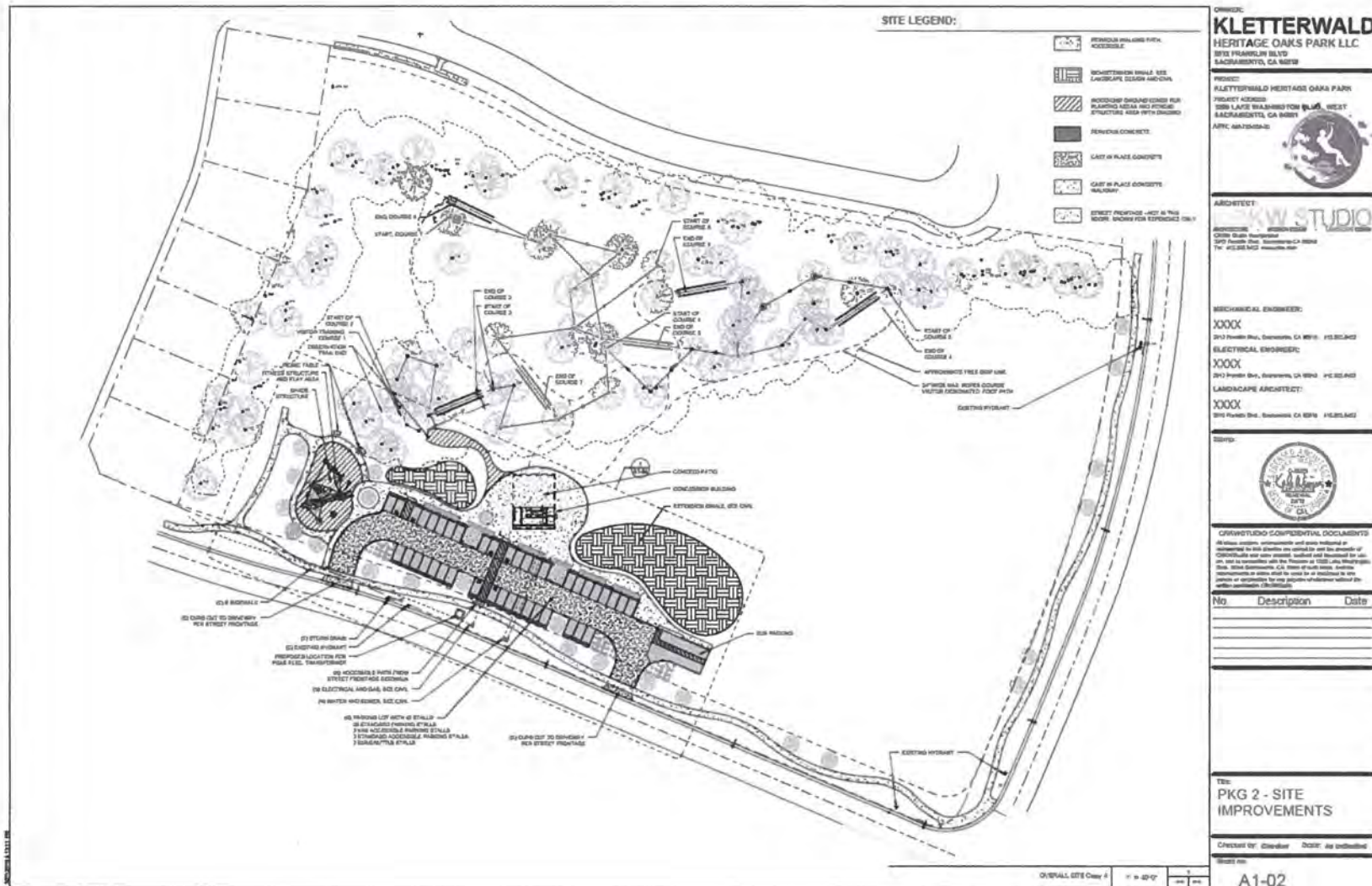


Exhibit C

Below is a list of Consultants that may be required to complete the design of "The City's Frontage and Utility Improvements". See also related Sections 5 and 10. The Concessionaire will solicit the below Consultants to provide the necessary design services for the work described in Section 5 and will submit proposals along with a letter explaining the need for such services for review and approval by the City prior to entering into contract for services with the Consultants.

Consulting Arborist:

Denice Britton, Vice-President CalTLC
Phone: 530-624-8403
ASCA Registered Consulting Arborist #296
ISA Certified Arborist #WE-0108A
ISA Tree Risk Assessment Qualified
www.caltlc.com

Arborist:

Andrew Boger
A&E Arborists
225 Butte Ave.
Yuba City, CA 95993
Phone: (530) 790-5312
boggie28@gmail.com

Civil Engineer:

Sara M. Rogers, P.E., QSD
DOMENICHELLI & ASSOCIATES
1101 Investment Blvd., Suite 115
El Dorado Hills, CA 95762
Phone: (916) 933-1997
Fax: (916) 933-4778

Structural Engineer: (If needed)

Todd Kemen, S.E.
5441 Fair Oaks Blvd., Ste., G2
Carmichael, CA 95608
Phone: (530) 200-4022
toddk@response-eng.com

Electrical (if needed):

Jeff Van Rees
Crocker Electric
2396 Fairfield Street
Sacramento, CA 95815
Phone: 916-646-6408 ext.102
Cell: 916-420-1626
Fax: 916-646-6421
Jeff@crockerelectric.com
www.crockerelectric.com

Concessionaire Agreement
Kletterwald Heritage Oaks Park

PG&E: (if needed)

Emily Pearson
Senior New Business Rep
Pacific Gas & Electric Company
850 Stillwater Rd, Cubicle 1055D
West Sacramento, CA 95605
Phone: 916-760-2966
Cell: 530-401-5972
EGP2@pge.com

Mechanical (if needed):

Mark Neeley
Neeley Mechanical Engineers, Inc.
4240 Crazy Horse Rd.
Cameron Park, CA 95682
Phone: 916-878-9741
office@neeleymechanical.com

Surveying:

Alan Divers, PLS – Land Surveying
Office: Camerado Drive, Suite 101, Cameron Park, CA. 95682
994 Thompson Way, Placerville, CA. 95667
Phone: 530-642-1755
Fax: 530-642-1754
www.adivers.com

Geotechnical:

Richard C. Church, PE, QSP | *Project Engineer*
Geocon Consultants, Inc.
3160 Gold Valley Drive Suite 800, Rancho Cordova, CA 95742
Phone: 916-852-9118 ext. 524
Cell: 916-531-9635
church@geoconinc.com / www.geoconinc.com

MEETING DATE: April 17, 2019

ITEM # 12

SUBJECT:

CONSIDERATION AND AWARD OF A CONTRACT TO BLUE TENT FARMS FOR VEGETATION MANAGEMENT SERVICES IN OPEN SPACE AREAS, PARK SITES, PORT PROPERTIES AND THE WATER TREATMENT PLANT

INITIATED OR REQUESTED BY:

Council Staff
 Other

REPORT COORDINATED OR PREPARED BY:

Sam Cooney, Superintendent of Parks and Grounds


 Traci Michel, Parks and Recreation Director
ATTACHMENT Yes No Information Direction Action**OBJECTIVE**

This report seeks City Council's approval of a contract with Blue Tent Farms for vegetation management services in open space areas, park sites, Port properties and the Water Treatment Plant.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Find that the vegetation management services contract is exempt from environmental review pursuant to CEQA Guidelines Section 15301;
2. Award a Contract to Blue Tent Farms for vegetation management services in the City's open space areas, park sites, Port properties and the Water Treatment Plan in the amount of \$158,415.00; and
3. Authorize the City Manager or his designee the authority to issue Contract Change Orders up to 10 percent of the total contract price (\$14,400.00 – *included in total contract amount above*).

BACKGROUND

Vegetation management in the City is critical for preventing fires, maintaining access areas and discouraging illegal dumping and homeless activities. Goat grazing is an environmentally-friendly, cost-efficient approach to vegetation management, especially on heavily-treed properties with uneven terrain. Areas in the City such as the riverfront, canals, levees, and other open spaces are difficult to access and cannot accommodate typical maintenance equipment. Maintenance crews are required to use hand-held trimmers for clearing, which takes more time to complete and is more expensive. Goats can clear vegetation quickly and over the past several years, have become a beloved part of the West Sacramento community. They are a popular attraction for the residents of the City and have developed a strong following on social media, as well as the local news.

ANALYSIS

In early 2019, City staff requested proposals from three vegetation management companies that offer goat grazing options. Staff requested estimates based on two grazes of a 5-acre parcel in the City. Two proposals were received, and one contractor chose not to submit a proposal. The proposals were reviewed by staff to determine the most qualified and cost-effective contractor to provide vegetation management for approximately 179.5 acres. The results are summarized below:

Contractor	Initial Graze Cost/Acre	Second Graze Cost/Acre	Total Cost/Acre
Blue Tent Farms	\$1,080.00	\$0	\$1,080.00
Living Systems Management	\$1,100.00	\$1,100.00	\$2,200.00
Goats R Us	No Bid	N/A	N/A

City staff has determined that Blue Tent Farms was the most qualified and cost-efficient contractor to provide vegetation management services in the contract area. Over the past four years, Blue Tent Farms has conducted vegetation management services for the City and has performed at a very high level. Blue Tent Farms offers the second graze of a site at no cost to the City, which resulted in a significantly lower fee. The Contract is included as Attachment 1 and includes a cost of \$144,015 to complete vegetation management services for approximately 179.5 acres. Exhibit A of the Contract provides detailed information on the properties identified for goat vegetation management.

Environmental Considerations

The project is exempt from CEQA pursuant to CEQA Guidelines Section 15301, the Class 1 Categorical Exemption. The project involves the maintenance and/or minor alteration of existing facilities and/or topographical features and negligible or no expansion of use beyond that existing. A Notice of Exemption has been prepared and is included as Attachment #2.

Commission Recommendation

Commission input is not required for vegetation management services.

Strategic Plan Integration

Council approval of the Contract with Blue Tent Farms for vegetation management services contract is consistent with the Council's Strategic Plan Goal for a Financially Sound City Providing Quality Services.

Alternatives

The City Council may decide to:

- 1) Approve the recommendation as presented in this report;
- 2) Reject all bids based on cost; or
- 3) Direct staff to rebid.

Alternative 1 is recommended as alternatives 2 or 3 will delay additional vegetation management work being completed within the timeframe needed to prevent additional overgrowth. This may create fire hazards and encourage unauthorized uses of the City's open space areas.

Coordination and Review

This report was prepared in coordination with the Administrative Services Department.

Budget/Cost Impact

Vegetation management services, including weed abatement, occur throughout the City and are funded through various City department and Port operating budgets, as well as Measure E funds identified for public open space clean-up and enforcement activities to reduce the community impacts of homelessness. Funding for the Contract with Blue Tent Farms for vegetation management services has been incorporated into the City's and Port's FY 17/18 and FY 18/19 operating budgets, as well as the Measure E appropriations for FY 17/18 and FY 18/19. The following is a breakdown of funding:

Measure E Funds, Fund 101:	\$97,905
Parks Maintenance Funds:	\$18,500
Port Maintenance Funds:	\$26,810
Water Treatment Plant Funds:	\$3,500
Total	<u>\$144,015</u>

The amounts above do not include potential change order costs, which would be charged as needed to the appropriate funding source, based on location.

ATTACHMENT

1. Contract with Blue Tent Farms for Vegetation Management Services
2. Notice of Exemption

CONTRACT FOR SERVICES

THIS CONTRACT is made on April 17, 2019, by and between the CITY OF WEST SACRAMENTO ("City"), and Blue Tent Farms Incorporated ("Consultant").

WITNESSETH:

WHEREAS, the City desires that the Consultant perform Vegetation Management Services on various sites in the City (see Contract Exhibit A)

WHEREAS, the Consultant has presented a proposal for such services to the City (attached hereto as **Exhibit "A"**) and is duly licensed, qualified and experienced to perform those services;

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. SCOPE OF SERVICES:

A. Consultant shall do all work, attend all meetings, produce all reports and carry out all activities necessary to completion of the services described in **Exhibit "A"**. This Contract and its exhibits shall be known as the "Contract Documents." Terms set forth in any Contract Document shall be deemed to be incorporated in all Contract Documents as if set forth in full therein. In the event of conflict between terms contained in these Contract Documents, the more specific term shall control. If any portion of the Contract Documents shall be in conflict with any other portion, provisions contained in the Contract shall govern over conflicting provisions contained in the exhibits to the Contract.

B. Consultant enters into this Contract as an independent contractor and not as an employee of the City. The Consultant shall have no power or authority by this Contract to bind the City in any respect. Nothing in this Contract shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Consultant are employees, agents, contractors or subcontractors of the Consultant and not of the City. The City shall not be obligated in any way to pay any wage claims or other claims made against Consultant by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Contract.

C. The Consultant agrees it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.

2. TERM OF CONTRACT

A. The services of Consultant are to commence upon receipt of written notice to proceed from the City, and shall be undertaken and completed in accordance with the Schedule of Performance attached hereto and incorporated herein by this reference as **Exhibit "B."**

B. Consultant's failure to complete work in accordance with the Schedule of Performance may result in delayed compensation as described in Section 3.

3. COMPENSATION:

A. The Consultant shall be paid monthly for the actual fees, costs and expenses for all time and materials required and expended, but in no event shall total compensation exceed One Hundred and Fifty Eight Thousand Four Hundred Fifteen Dollars and No Cents (\$158,415.00), without City's prior written approval. Consultant's fees shall be as specified in the Schedule of Fees, which is attached hereto and incorporated herein as **Exhibit "C"**.

B. Said amount shall be paid upon submittal of a monthly billing showing completion of the tasks that month. Consultant shall furnish City with invoices for all expenses as well as for all materials authorized by this Contract. The invoices shall be submitted with the monthly billings. If Consultant's performance is not in conformity with the Schedule of Performance, payments may be delayed or denied, unless the Consultant's failure to perform in conformity with the Schedule of Performance is a documented result of the City's failure to conform with the Schedule of Performance, or if the Schedule of Performance is extended pursuant to Section 5.

C. If the work is halted at the request of the City, compensation shall be based upon the proportion that the work performed bears to the total work required by this Contract, subject to Section 4.

4. TERMINATION:

A. This Contract may be terminated by either party, provided that the other party is given not less than 30 calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate.

B. The City may temporarily suspend this Contract, at no additional cost to City, provided that the Consultant is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If City gives such notice of temporary suspension, Consultant shall immediately suspend its activities under this Contract.

C. Notwithstanding any provisions of this Contract, Consultant shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by Consultant, and the City may withhold any payments due to Consultant until such time as the exact amount of damages, if any, due the City from Consultant is determined.

D. In the event of termination, the Consultant shall be compensated as provided for in this Contract, except as provided in Section 4C. Upon termination, the City shall be entitled to all work, including but not limited to, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date in accordance with Section 7 hereof.

5. AMENDMENTS, CHANGES OR MODIFICATIONS:

Amendments, changes or modifications in the terms of this Contract may be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.

6. EXTENSIONS OF TIME:

Consultant may, for good cause, request extensions of time to perform the services required hereunder. Such extensions shall be authorized in advance by the City in writing and shall be incorporated in written amendments to this Contract or the attached Work Program in the manner provided in Section 5.

7. PROPERTY OF CITY:

A. It is mutually agreed that all materials prepared by the Consultant under this Contract shall become the property of the City, and the Consultant shall have no property right therein whatsoever. Immediately upon termination, the City shall be entitled to, and the Consultant shall deliver to the City, all data, drawings, specifications, reports, estimates, summaries and other such materials as may have been prepared or accumulated to date by the Consultant in performing this Contract which is not Consultant's privileged information, as defined by law, or Consultant's personnel information, along with all other property belonging exclusively to the City which is in the Consultant's possession.

B. Additionally, it is agreed that the parties intend this to be a contract for services and each considers the products and results of the services to be rendered by Consultant hereunder (the "Work") to be a work made for hire. Consultant acknowledges and agrees that the Work (and all rights therein, including, without limitation, copyright) belongs to and shall be the sole and exclusive property of the City.

8. COMPLIANCE WITH ALL LAWS:

A. Consultant shall comply with all applicable laws, ordinances, and codes of federal, State and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Contract. It shall be City's responsibility to obtain all rights of way and easements to enable Consultant to perform its services hereunder. Consultant shall assist City in providing the same.

B. Consultant warrants to the City that it is licensed by all applicable governmental bodies to perform this Contract and will remain so licensed throughout the progress of the Work, and that it has, and will have, throughout the progress of the Work, the necessary experience, skill and financial resources to enable it to perform this Contract.

C. The work contemplated under this Contract is a public work for the purposes of Labor Code section 1720, and is subject to the payment of prevailing wages. Accordingly, Consultant shall comply with the provisions of Exhibit "D".

9. WARRANTIES AND RESPONSIBILITIES - CONSULTANT:

A. Consultant agrees and represents that it is qualified to properly provide the services set forth in **Exhibit "C"** in a manner which is consistent with general vegetation management practices.

B. Consultant agrees and represents that the work performed under this Contract shall be in accordance with applicable federal, State and local law in accordance with Section 17A hereof.

C. Consultant shall designate a project manager who at all times shall represent the

Consultant before the City on all matters relating to this Contract. The project manager shall continue in such capacity unless and until he or she is removed at the request of the City, is no longer employed by Consultant, or is replaced with the written approval of the City, which approval shall not be unreasonably withheld.

D. Consultant shall provide corrective services without charge to the City for services which fail to meet the above professional and legal standards and which are reported to Consultant in writing within sixty (60) days of discovery. Should Consultant fail or refuse to perform promptly its obligations, the City may render or undertake performance thereof and the Consultant shall be liable for any expenses thereby incurred.

10. SUBCONTRACTING:

None of the services covered by this Contract shall be subcontracted without the prior written consent of the City, which will not be unreasonably withheld. Consultant shall be as fully responsible to the City for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly employed by them, as it is for the negligent acts and omissions of persons directly employed by Consultant.

11. ASSIGNABILITY:

Consultant shall not assign or transfer any interest in this Contract whether by assignment or novation, without the prior written consent of the City which will not be unreasonably withheld. However, claims for money due or to become due Consultant from the City under this Contract may be assigned to a financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the City.

12. INTEREST IN CONTRACT:

Consultant covenants that neither it, nor any of its employees, agents, contractors, subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Contract, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Consultant shall make all disclosures required by the City's conflict of interest code in accordance with the category designated by the City, unless the City Manager determines in writing that Consultant's duties are more limited in scope than is warranted by the category designated by the City code and that a narrower disclosure category should apply. Consultant also agrees to make disclosure in compliance with the City conflict of interest code if, at any time after the execution of this Contract, City determines and notifies Consultant in writing that Consultant's duties under this Contract warrant greater disclosure by Consultant than was originally contemplated. Consultant shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the City.

13. MATERIALS CONFIDENTIAL:

All of the materials prepared or assembled by Consultant pursuant to performance of this Contract are confidential and Consultant agrees that they shall not be made available to any individual or organization without the prior written approval of the City, except by court order.

14. LIABILITY OF CONSULTANT-NEGLIGENCE:

Consultant shall be responsible for performing the work under this Contract in a manner which is consistent with the generally-accepted standards of the Consultant's profession and shall be liable for its own negligence and the negligent acts of its employees, agents, contractors and subcontractors. The City shall have no right of control over the manner in which the work is to be done but only as to its outcome, and shall not be charged with the responsibility of preventing risk to Consultant or its employees, agents, contractors or subcontractors.

15. INDEMNITY AND LITIGATION COSTS:

Consultant shall indemnify, defend, and hold harmless the City, its officers, officials, agents, and employees against all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable attorneys' fees, arising from Consultant's negligent acts or negligent failure to act, errors, omissions or willful misconduct incident to the performance of this Contract except such loss or damage caused by the active negligence, sole negligence, or willful misconduct of the City. The provisions of this paragraph shall survive termination or suspension of this Contract.

16. CONSULTANT TO PROVIDE INSURANCE:

A. Consultant shall not commence any work before obtaining, and shall maintain in force at all times during the duration and performance of this Contract, the policies of insurance specified in this Section. Such insurance must have the approval of the City as to limit, form, and amount, and shall be placed with insurers with a current A.M. Best's rating of no less than A VII (an NR rating is acceptable for Worker's Compensation insurance written with the State Compensation Insurance Fund of California).

B. Prior to execution of this Contract and prior to commencement of any work, the Consultant shall furnish the City with certificates of insurance and copies of endorsements providing evidence of coverage for all policies required by the Contract. The Consultant and its contractors and subcontractors shall, at their expense, maintain in effect at all times during the performance of work under the Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers and under forms of policy satisfactory to the City. The maintenance by Consultant and its contractors and subcontractors of the following coverage and limits of insurance is a material element of this Contract. The failure of Consultant or of any of its contractors or subcontractors to maintain or renew coverage or to provide evidence of renewal may be treated by the City as a material breach of this Contract. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant.

1. Worker's Compensation and Employer's Liability Insurance

a. Worker's Compensation - Insurance to protect the Consultant, its contractors and subcontractors from all claims under Worker's Compensation and Employer's Liability Acts, including Longshoremen's and Harbor Worker's Act ("Acts"), if applicable. Such coverage shall be maintained, in type and amount, in strict compliance with all applicable state and Federal statutes and regulations. The Consultant shall execute a certificate in compliance with Labor Code Section 1861, on the form provided in the Contract Documents.

b. Consultant shall provide a Waiver of Subrogation endorsement in favor of the City, its officers, officials, employees, agents and volunteers for losses arising from work performed by the Consultant.

2. Commercial General Liability Insurance

a. The insurance shall be provided on form CG0001, or it's equivalent, and shall include coverage for claims for bodily injury or property damage arising out of premises/operations, products/completed operations, contractual liability, and subconsultant's work and personal and advertising injury resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than **\$1,000,000.00** per occurrence and **\$2,000,000** general and products/completed operations aggregates.

b. The commercial general liability insurance shall also include the following:

i. Endorsement equivalent to CG 2010 1185 naming the City, its officers, officials, employees, agents, and volunteers as additional insureds. The endorsement shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.

ii. Endorsement stating insurance provided to the City shall be primary as respects the City, its officers, officials, employees and any insurance or self insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it, to the payment or satisfaction of any defense expenses, loss, or judgment.

iii. Provision or endorsement stating that the Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

3. Commercial Automobile Insurance

a. The insurance shall include, but shall not be limited to, coverage for claims for bodily injury or property damage for owned, non-owned, and hired automobiles resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than **\$1,000,000.00** per accident.

b. The commercial automobile insurance shall include the same endorsements required for the commercial general liability policy (see Section 16.B.2.b).

4. **Professional Liability.** The Consultant and its contractors and subcontractors shall secure and maintain in full force, during the term of this Contract and for five years thereafter, professional liability insurance policies appropriate to the respective professions and the work to be performed as specified in this Contract. The limits of such professional liability insurance coverage shall not be less than **\$1,000,000** per claim.

C. In addition to any other remedy the City may have, if Consultant fails to maintain the insurance coverage as required in this Section, the City may obtain such insurance coverage as is not being maintained, in form and amount substantially the same as is required herein, and the City may deduct the cost of such insurance from any amounts due or which may become due Consultant under this Contract.

D. No policy required by this Contract shall be suspended, cancelled, terminated by either party, or reduced in coverage or in limits unless Consultant has provided thirty (30) days prior written notice by certified mail, return receipt requested, to the City.

E. Any deductibles or self-insured retentions in excess of \$10,000 must be declared to, and approved by, the City.

F. The requirement as to types, limits, and the City's approval of insurance coverage to be maintained by Consultant are not intended to, and shall not in any manner, limit or qualify the liabilities and obligations assumed by Consultant under the Contract.

17. MISCELLANEOUS PROVISIONS:

A. Consultant shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Contract or the materials used or which in any way affect the conduct of the work.

B. Consultant shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.

C. Consultant shall maintain and make available for inspection by the City and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Contract are made to the Consultant.

D. This Contract constitutes the entire agreement between the parties relative to the services specified herein and no modification hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Contract. There are no understandings, agreements, conditions, representations, warranties or promises, with respect to this Contract, except those contained in or referred to in the writing.

E. All notices that are required to be given by one party to the other under this Contract shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope and deposited in a United States Post Office for delivery by registered or certified mail addressed to the parties at the following addresses:

City: Sam Cooney, Superintendent
1110 West Capitol Avenue
West Sacramento, CA 95691

Consultant: Blue Tent Farms
859 Washington Street
Red Bluff, CA 96080

F. This Contract shall be interpreted and governed by the laws of the State of California.

G. Any action arising out of this Contract shall be brought and maintained in Yolo County California, regardless of where else venue may lie.

H. In any action brought by either party to enforce the terms of this Contract, each party shall be bear responsibility for its attorney's fees and all costs regardless of whether one party is determined to be the prevailing party.

[Signatures on following page]

CITY OF WEST SACRAMENTO

By: _____
Christopher L. Cabaldon, Mayor
City of West Sacramento

ATTEST:

By: _____
Kryss Rankin, City Clerk

APPROVED AS TO FORM:

By: _____
Jeffrey Mitchell, City Attorney

CONSULTANT

By: _____
Tim Arrowsmith, Managing Partner

EXHIBIT A

Scope of Work

Properties to be grazed (twice for select properties) during the spring season at approximately 90 day intervals. Herdsman to be present at site 24 hours a day, 7 days a week. Camp trailer and various other equipment are permitted. In addition, the herdsman will have working & livestock guard dogs on site. Goats and livestock guard dogs will be enclosed behind an electric netting that will be signed alerting the public that the fencing is electric. A secondary non-energized fence shall be installed three feet in front of the energized fence where public access is available.

The sites vary in size and terrain (see attached site maps). Fire hydrants in the vicinity are available as a water supply at all sites.

The health and safety of the animals and herdsman are at the discretion of the owner and herdsman on job site locations. Any and all veterinarian services will be at the discretion of the livestock owner. Should a veterinarian be needed, the grazer will call their veterinarian and will remove the animal from the owners property for prompt treatment.

The City of West Sacramento will be named as additional insured on a general liability insurance policy. A Waiver of Subrogation will be required.

Task	Description	Acres
1	Broderick Boat Ramp - Initial Grazing	4.8
2	Broderick Boat Ramp - Second Grazing (Free)	-
3	Tower & Pioneer Bridge - Initial Grazing	8.9
4	Tower & Pioneer Bridge - Second Grazing (Free)	-
5	Barge Canal - Initial Grazing	3.1
6	Barge Canal - Second Grazing (Free)	-
7	Barge Canal Treeline	2.6
8	Clarksburg Branch Line Trail/Gateway - Initial Grazing	4.1
9	Clarksburg Branch Line Trail/Gateway - Second Grazing (Free)	-
10	Clarksburg Branch Line Trail/Town Center - Initial Grazing	2.0
11	Clarksburg Branch Line Trail/Town Center - Second Grazing (Free)	-
12	Linden South Park Site	1.7
13	Heritage Oaks Trees and Field	9.6
14	Stone Lock/Honda Hill Area 1	41.2
15	Stone Lock/Honda Hill Area 2	19.3
16	Stone Lock/Honda Hill Area 3	19.1
17	Stone Lock/Honda Hill Area 4	9.4
18	Port Southeast SE River Road	5.8
19	Port West btw. River Road & Jefferson	6.1
20	Port NE Side River Road & Sac River	1.8
21	North Levee West Sac - Area 1	6.3
22	North Levee West Sac - Area 2	8.5
23	North Levee West Sac - Area 3	17.6
24	Water Treatment Ponds Corner	3.7
25	SR 275/Jefferson Ramp - Spring	2.1
26	S. River Road/Levee Housing	1.8
Total		179.5

EXHIBIT B

Schedule of Performance

Goat Vegetation Management Schedule*

Site	Description	FY 18/19			FY 19/20												
		March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	
1	Broderick Boat Ramp - Initial Grazing		X														
2	Broderick Boat Ramp - Second Grazing (Free)			X													
3	Tower & Pioneer Bridge - Initial Grazing		X														
4	Tower & Pioneer Bridge - Second Grazing (Free)			X													
5	Barge Canal - Initial Grazing	X															
6	Barge Canal - Second Grazing (Free)		X														
7	Barge Canal Treeline	X	X														
8	Clarksburg Branch Line Trail/Gateway - Initial Grazing	X															
9	Clarksburg Branch Line Trail/Gateway - Second Grazing (Free)		X	X													
10	Clarksburg Branch Line Trail/Town Center - Initial Grazing	X															
11	Clarksburg Branch Line Trail/Town Center - Second Grazing (Free)			X													
12	Linden South Park Site	X															
13	Heritage Oaks Trees and Field	X	X														
14	Stone Lock/Honda Hill Area 1				X												
15	Stone Lock/Honda Hill Area 2				X	X											
16	Stone Lock/Honda Hill Area 3				X	X											
17	Stone Lock/Honda Hill Area 4				X	X											
18	Port Southeast SE River Road			X													
19	Port West btw. River Road & Jefferson		X														
20	Port NE Side River Road & Sac River			X													
21	North Levee West Sac - Area 1		X	X													
22	North Levee West Sac - Area 2		X	X													
23	North Levee West Sac - Area 3			X													
24	Water Treatment Ponds Corner		X														
25	SR 275/Jefferson Ramp - Spring		X														
26	S. River Road/Levee Housing		X														

* Specific dates within each month are to be scheduled with the Parks and Grounds Superintendent in close coordination with other City departments

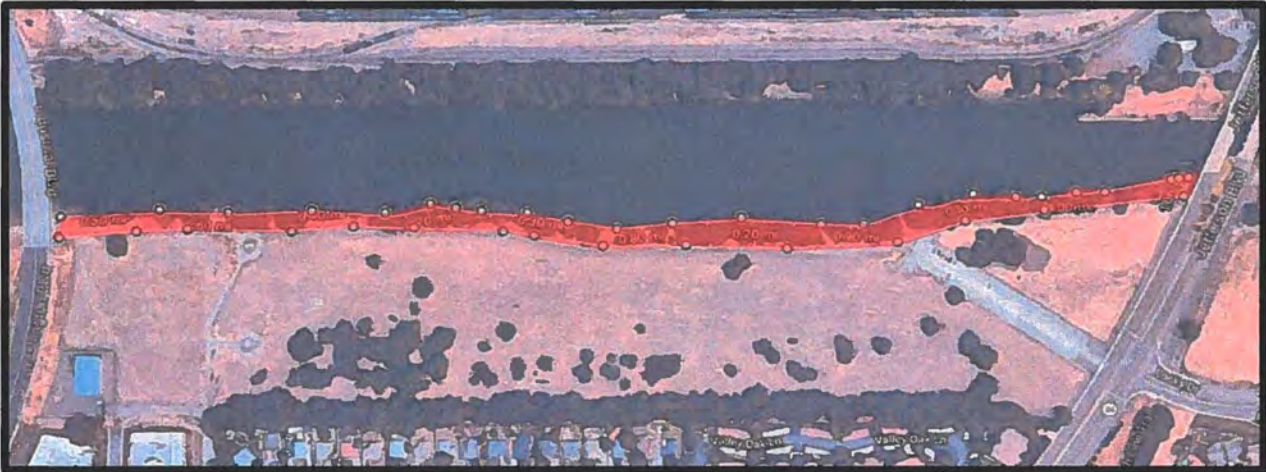
Broderick Boat Ramp



Tower & Pioneer Bridge



Barge Canal



Clarksburg Branch Line Trail/Town Center



Linden South Park Site



Heritage Oaks Trees and Field



Stone Lock/Honda Hills Area 1



Stone Lock/Honda Hills Area 2



Stone Lock/Honda Hills Area 3



Stone Lock/Honda Hills Area 4



Port Southeast River Road



Port West between River Road & Jefferson



Port Northeast Side River Road & Sacramento River



North Levee West Sacramento - Area 1



North Levee West Sacramento – Area 2



North Levee West Sacramento - Area 3



Water Treatment Ponds Corner



SR 275/Jefferson Ramp



South River Road & Levee Housing



EXHIBIT C
Schedule of Fees

Goat Vegetation Management Cost Estimate

Task	Description	Acres	Amount	Funding Source			
				Meas. E	Port	Parks	WTP
1	Broderick Boat Ramp - Initial Grazing	4.8	\$ 5,400	\$ 5,400			
2	Broderick Boat Ramp - Second Grazing (Free)	-	\$ -	\$ -			
3	Tower & Pioneer Bridge - Initial Grazing	8.9	\$ 8,000	\$ 8,000			
4	Tower & Pioneer Bridge - Second Grazing (Free)	-	\$ -	\$ -			
5	Barge Canal - Initial Grazing	3.1	\$ 5,400	\$ 2,700	\$ 2,700		
6	Barge Canal - Second Grazing (Free)	-	\$ -	\$ -	\$ -		
7	Barge Canal Treeline	2.6	\$ 2,895	\$ 1,448	\$ 1,448		
8	Clarksburg Branch Line Trail/Gateway - Initial Grazing	4.1	\$ 5,900	\$ 5,900			
9	Clarksburg Branch Line Trail/Gateway - Second Grazing (Free)	-	\$ -	\$ -			
10	Clarksburg Branch Line Trail/Town Center - Initial Grazing	2.0	\$ 5,200	\$ 5,200			
11	Clarksburg Branch Line Trail/Town Center - Second Grazing (Free)	-	\$ -	\$ -			
12	Linden South Park Site	1.7	\$ 3,700			\$ 3,700	\$ -
13	Heritage Oaks Trees and Field	9.6	\$ 9,200			\$ 9,200	\$ -
14	Stone Lock/Honda Hill Area 1	41.2	\$ 10,950	\$ 5,475	\$ 5,475		
15	Stone Lock/Honda Hill Area 2	19.3	\$ 9,775	\$ 4,888	\$ 4,888		
16	Stone Lock/Honda Hill Area 3	19.1	\$ 7,500	\$ 3,750	\$ 3,750		
17	Stone Lock/Honda Hill Area 4	9.4	\$ 6,500	\$ 3,250	\$ 3,250		
18	Port Southeast SE River Road	5.8	\$ 5,300	\$ 2,650	\$ 2,650		
19	Port West btw. River Road & Jefferson	6.1	\$ 5,800	\$ 2,900			
20	Port NE Side River Road & Sac River	1.8	\$ 5,300	\$ 2,650	\$ 2,650		
21	North Levee West Sac - Area 1	6.3	\$ 8,825	\$ 8,825			
22	North Levee West Sac - Area 2	8.5	\$ 8,875	\$ 8,875			
23	North Levee West Sac - Area 3	17.6	\$ 19,995	\$ 19,995			
24	Water Treatment Ponds Corner	3.7	\$ 3,500				\$ 3,500
25	SR 275/Jefferson Ramp - Spring	2.1	\$ 2,500	\$ 2,500			
26	S. River Road/Levee Housing	1.8	\$ 3,500	\$ 3,500			
Ten percent Change Order charged to appropriate funding source, based on location.			\$ 14,400				
Total		179.5	\$ 158,415	\$ 97,905	\$ 26,810	\$ 12,900	\$ 3,500

EXHIBIT D

CERTIFICATE OF COMPLIANCE WITH LABOR CODE § 3700
[Labor Code § 1861]

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

CONSULTANTS

By: _____

[Title]

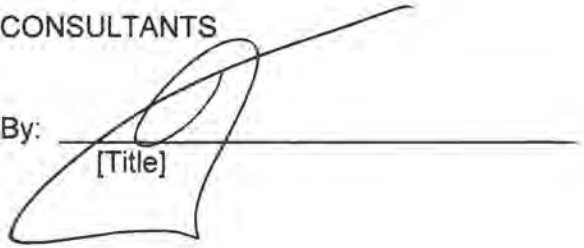
A large, stylized handwritten signature in black ink is written over a horizontal line. The signature is cursive and somewhat abstract, with a large loop at the end. The line it is written over is the same line as the "By:" label.

EXHIBIT E

LABOR COMPLIANCE

1. PREVAILING WAGE

A. The Work contemplated herein constitutes a public work within the meaning of Labor Code sections 1720 and 1771. It shall be mandatory upon the Consultant and upon any Subcontractor, to pay not less than the said specified prevailing rates of wages to all workers employed by them under the Contract in accordance with Labor Code section 1774. The Director of the Department of Industrial Relations ("DIR") of the State of California has determined the general prevailing rate of wages of per diem wages in the locality in which the work is to be performed for each craft or type of worker needed to execute the Contract. The Consultant acknowledges that it has examined the prevailing rate of per diem wages as established by the DIR. Copies of the current schedules for prevailing wages are on file at City Hall, and the contents of those schedules are incorporated herein as if set forth in full. The Consultant shall post a copy of the applicable prevailing wage determinations at each job site, along with any other work place posters required by law.

B. The City will not recognize any claims for additional compensation because of the payment of prevailing wages. The possibility of wage increases is one of the elements to be considered by the Consultant in determining its proposal, and will not under any circumstances be considered as the basis of a claim against the City.

C. By executing this Contract Consultant warrants that it has registered with the Department of Industrial Relations in accordance with Labor Code section 1725.5.

2. PREVAILING WAGE RECORDS

A. The Consultant and each subcontractor shall keep an accurate payroll record which shows the name, address, social security number, correct work classification (in accordance with the wage decision), both straight and overtime worked each day and week, and hourly rate of pay, gross wages earned, deductions made and net wages paid to each journeyman, apprentice, worker or other employee paid by the Consultant /subcontractor in connection with the Work. These payroll records shall be certified and shall be made available at Consultant's principal office. These records shall be maintained during the course of the Work. The Consultant and all subcontractors shall make the certified payroll records available for inspection by City representatives upon request and shall permit such representatives to interview employees during the work hours on the job site.

B. The City shall notify the Consultant in writing of any discrepancies or violations that are discovered during such inspections. Written notification pursuant to this Section shall include the actions that will be necessary to resolve the discrepancies and/or violations. The Consultant shall be held entirely responsible for the prompt resolution of all non-compliances with the prevailing wage laws, including those pertaining to all subcontractors and any lower-tier subcontractors. The Consultant shall forfeit as penalty to the City the amount specified by law for each calendar day or portion thereof for each worker (whether employed by the Consultant or any subcontractor) paid less than the stipulated prevailing rates for any work done under the Contract in violation of the provisions of the Labor Code and in particular, Section 1775.

C. To the extent applicable, Consultant and subcontractors shall maintain and furnish to the Department of Industrial Relations ("DIR"), a certified copy of each weekly payroll (but no less often than monthly), with a statement of compliance signed under penalty of perjury. Such certified payroll reports shall be transmitted electronically to the DIR.

D. The City will not recognize any claims for additional compensation because of the payment of the prevailing wages. The possibility of wage increases is one of the elements to be considered by the Consultant in entering into the Contract, and will not under any circumstances, other than delays caused by the City, or the City's agents, be considered as the basis of a claim against the City.

3. Labor Discrimination

Attention is directed to Section 1735 of the Labor Code, which reads as follows:

"No discrimination shall be made in the employment of persons upon public works because of their race, color, national origin or ancestry, physical handicap, mental condition, marital status, or sex of such person, except as provided in Section 12940 of the Government Code, and every General Contractor for public works violating this section is subject to all the penalties imposed for a violation of this chapter."

4 Eight-Hour Day Limitation

(a) In accordance with the provisions of the Labor Code, and in particular, Sections 1810 to 1815 thereof, inclusive, incorporated herein by reference, eight hours labor shall constitute a day's work, and no worker in the employ of Consultant, or any Subcontractor, doing or contracting to do any part of the work contemplated by the Contract, shall be required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of those provisions; provided that subject to Labor Code Section 1815, a worker may perform work in excess of either eight (8) hours per day or forty (40) hours during any one week upon compensation for all hours worked in excess of eight (8) hours per day or forty (40) hours during any one week at not less than one and one-half times the basic rate of pay.

(b) The Consultant and each Subcontractor shall also keep an accurate record showing the names and actual hours worked of all workers employed by them in connection with the Contract. This record shall be open at all reasonable hours to the inspection of the City. It is hereby further agreed that, except as provided in (a) above, the Consultant shall forfeit as a penalty to the City the sum of twenty-five dollars (\$25) for each worker employed in the performance of the Contract by the Consultant or by any of its Subcontractors for each calendar day during which such worker is required or permitted to labor more than eight (8) hours in and one calendar day and forty (40) hours in any one calendar week in violation of Sections 1810 through 1815.

5. Compliance with State Requirements for Employment of Apprentices

(a) The Consultant's attention is directed to Section 1777.5 of the Labor Code. Provisions of said Section pertaining to employment of registered apprentices are hereby incorporated by reference into this Contract. As applicable, the Consultant or any Subcontractor

employed by the Consultant in the performance of this Contract shall take such actions as necessary to comply with the provisions of Section 1777.5.

Consultant Questionnaire

Definition of a Consultant is found in Section 18702 of Regulations of the Fair Political Practices Commission, Title 2, division 6 of the California Code of Regulations.

Consultants, as defined by Section 18701, are required to file an Economic Interest Statement (Form 700) within 30 days of signing a Consultant Agreement with the City, on an annual basis thereafter if the contract is still in place, and within 30 days of completion of the contract.

Company Name: JBlue Tent Farms 4/20/2019 (Agreement Date)
Name of Consultant*: Tim Arrowsmith (First Name) (Middle Initial) (Last Name)
Company address: 859 Washington Street Phone: (530)200-2929
City, State, Zip: Red Bluff, CA 96080
Contracting City Dept.: Parks and Recreation Department
Estimated Date of Project Completion: June 30, 2019

- A. Will consultant make governmental decision whether to
1. Approve a rate, rule, or regulation? Yes No x
2. Adopt or enforce a law? Yes No x
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement? Yes No x
4. Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract which requires agency approval? Yes No x
5. Grant agency approval to a contract which requires agency approval and in which the agency is a party or to the specifications for such a contract? Yes No x
6. Grant agency approval to a plan, design, report, study, or similar item? Yes No x
7. Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof? Yes No x
B. Will the consultant serve in a staff capacity with the City and in that capacity perform the same or substantially all the same duties for the City that would otherwise be performed by an individual holding a position specified in the City's Conflict of Interest Code? Yes No x
Will consultant manage public investments? Yes No x

Sam Cooney 4/20/19
Name of Person Completing Questionnaire Date

*If other individuals will be working on the contract, a form should be completed for each person to determine filing obligation

Notice of Exemption**Appendix E**

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Yolo
625 Court Street, Room B-01
Woodland, CA 95695

From: (Public Agency): City of West Sacramento
1110 West Capitol Avenue
West Sacramento, CA 95691

(Address)

Project Title: Contract for Vegetation Management Services

Project Applicant: City of West Sacramento

Project Location - Specific:
Citywide

Project Location - City: West Sacramento Project Location - County: Yolo

Description of Nature, Purpose and Beneficiaries of Project:

A contract for vegetation management services using goat grazing in difficult to access and heavily-treed areas in the City, including open space areas, park sites, Port properties, and the Water Treatment Plant.

Name of Public Agency Approving Project: City of West Sacramento

Name of Person or Agency Carrying Out Project: Traci Michel, Director of Parks

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
 Declared Emergency (Sec. 21080(b)(3); 15269(a));
 Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
 Categorical Exemption. State type and section number: 15301
 Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The project involves minor maintenance of existing city properties through the use of goats to clear vegetation from hard to reach areas.

Lead Agency

Contact Person: Kathy Allen Area Code/Telephone/Extension: 916-617-4645

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature:  Date: 4/18/19 Title: Associate Planner

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

**REGULAR MEETING OF THE
CITY OF WEST SACRAMENTO CITY COUNCIL,
REDEVELOPMENT SUCCESSOR AGENCY, AND
WEST SACRAMENTO FINANCING AUTHORITY**
April 3, 2019
Minutes

The regular closed session was called to order at 6:00 PM. Councilmember Ledesma was absent. All other members were present. The meeting adjourned at 7:08 PM.

The regular meeting was called to order at 7:14 PM in the Council Chambers, 1110 West Capitol Avenue, West Sacramento, California. Councilmember Ledesma was absent. All members were present. Mayor Cabaldon presided.

The Pledge of Allegiance was led by the Mercy Coalition.

Entry No. 1

Heard General Administration Functions as follows:

Heard presentations by the public on matters not on the agenda.

Councilmember Guerrero reported that the Regional Water Authority Executive Director, John Woodling, has retired prompting a recruitment for which they will be conducting interviews in late April; as Jim Peifer stepped down from the Executive Committee, Michelle Carrey, City of Sacramento, was selected to serve in his place; the Board adopted the Fiscal Year 2020 budget with a five percent increase on general annual membership fees which for the City of West Sacramento translates to about \$1,800 in increased annual fees; and adopted resolutions regarding CalPERS health benefits for future employees which will reduce the Authority costs.

Councilmember Guerrero also reported that she and Councilmember Sandeen attended the League of California Cities Sacramento Valley Division Membership Meeting which included a walking tour of the West Sacramento riverfront; heard a presentation by City of West Sacramento City Manager Aaron Laurel on riverfront development and the Enhanced Infrastructure Financing District; and heard from Steve Coyle, City of Woodland Community Development, on building affordable housing.

Councilmember Guerrero concluded by reporting that she attended the I Street Bridge Lantern Festival and an I Street Bridge Replacement Project Community Workshop in Sacramento where participants contributed ideas on the design of the I Street Bridge Replacement Project.

Councilmember Sandeen reported that the West Sacramento Area Flood Control Agency approved entering into a local Design Agreement between the State of California Central Valley Flood Protection Board and the Agency for the design of the West Sacramento Federal project.

Councilmember Sandeen also reported that the Yolo Local Agency Formation Commission (LAFCo) approved adoption of the Joint Powers Agency (JPA) Service Review for the Yolo County Emergency Communication Agency, of which the City is a member; requested that the Review be more-broadly circulated to member agencies and the City should be receiving it soon; reported that the Agency handles the City of West Sacramento 9-1-1 calls, for example in 2018, the Center fielded more than 56,000 calls for police attention, more than 4,000 calls for fire, and more than 5,000 calls for medical issues; recommended that elected officials be included as members of the JPA Board; reported that the Agency plans to build a new facility; and announced that the West Sacramento Basin Reclamation District Reorganization Proposals are currently scheduled to be considered by LAFCo on May 23, 2019, and if so the meeting will be moved from the Yolo County Board of Supervisors to the West Sacramento City Hall Council Chambers.

Mayor Pro Tem Orozco reported that she had opportunity to emcee the I Street Bridge Deck Conversion project Lantern Festival which was an opportunity for communities to come together and to envision the upper deck conversion possibilities for pedestrians, bicyclists, and scooter riders in broadening transportation mobility and connecting the two cities; stated that the event was well attended by the public as well as elected regional representatives Senator Pan, Assemblymember McCarthy, and Sacramento Mayor Steinberg.

Mayor Pro Tem Orozco also reported that the Downtown Streets Team is full with sixteen members and has a waiting list of about ten; team members have volunteered 1,048 hours in removing 14,960 gallons of debris picked up from our city streets and an additional 141 sharps removed during the month of March; and reported that the program will be launching "Spring into Employment" Month by holding two apply-a-thons with resume-building workshops, mock interview sessions, and taking Team Members to job fairs as well as bringing employers directly to the team all for the goal of finding employment for members other than the six who have already been permanently employed.

Mayor Cabaldon reported that he, in conjunction with the Greater Sacramento Economic Council (GSEC) Site Selectors Tour, hosted six of the principle site selector consultants in the office sector industry who were brought by GSEC to gain more information about the Sacramento region, to better understand our assets, how the region is changing, where some opportunities are available being in close proximity to the Bay Area. The City of West Sacramento, along with Mark Friedman, featured the Bridge District, shared financing opportunities through the Enhanced Infrastructure Financing District, Opportunity Zones, and the programmatic things that make this an interesting and innovative place for the relocation of office sector industry with programs such as the West Sacramento Home Run, Via, and other initiatives that are underway.

Entry No. 2

Minute Order 19-15: Adopted a proclamation declaring April 7-13, 2019 as National Library Week.

MOTION: Sandeen. SECOND: Orozco. AYES: Guerrero, Cabaldon. ABSENT: Ledesma

Entry No. 3

Minute Order 19-16: Adopted a proclamation recognizing the Importance of the 2020 U.S. Census.

MOTION: Guerrero. SECOND: Sandeen. AYES: Orozco, Cabaldon. ABSENT: Ledesma.

Entry No. 4

Minute Order 19-17: Acted on the Consent Agenda as follows:

Adopted **Resolution 19-15** accepting a portion of the public improvements within Unit 11 of the Newport Estates subdivision, Final Map 5090.

Found that the project is exempt from further environmental review pursuant to Class 1 (Existing Facility) and Class 3 (Conversion of Small Structures) Categorical Exemptions under the California Environmental Quality Act (CEQA) and Business & Professions Code §26055(h) and find that the Exemptions reflect the independent judgment of the City as lead agency under CEQA; and waived second reading and read by title and number only, and adopted **Ordinance 19-2** approving the Development Agreement with Bravo Distro, LLC at 2545 Boatman Avenue for wholesale cannabis distribution.

Adopted **Resolution 19-33** approving the list of FY2019/20 projects to be funded with the State Road Maintenance and Rehabilitation Account (SB1) funds and authorized staff to submit the list to the State.

Approved Amendment 1 to the contract for professional services with Domenichelli and Associates in the amount of \$249,790 for the State Streets Water Capacity and Sewer Rehabilitation Project; and adopted **Resolution 19-26** approving a budget appropriation of \$600,000 from Sewer Fund (502) to the State Streets Water Capacity and Sewer Rehabilitation (WO 21021) for Fiscal Year 2018-2019.

Adopted **Resolution 19-32** finding that the West Capitol Avenue Road Rehabilitation and Safety Enhancement Project final Initial Study and Mitigated Negative Declaration (IS/MND) has been prepared in accordance with the California Environmental Quality Act (CEQA); the West Capitol Avenue Road Rehabilitation and Safety Enhancement Project final IS/MND has been reviewed and considered by the City Council prior to any action by the City Council on the Project; the City Council has considered the Mitigated Negative Declaration and all comments received during the comment period; that potentially Significant Impacts of the project will be reduced to less than significant levels by implementation of identified mitigation measures in the IS/MND and Mitigation Monitoring Plan; that the City Clerk and Public Works Department have been identified as the locations and custodians of the documents and other materials that constitute the record of proceedings upon which this decision is based; approved the West

Capitol Avenue Road Rehabilitation and Safety Enhancement Project as described in the environmental documents; and authorized staff to obtain all permits and other approvals from state and federal agencies necessary for construction of the Project.

Authorized maintaining the ongoing operation of the Second Base of the West Sacramento Home Run by authorizing the City Manager to execute an agreement with the Foundation for California Community Colleges for the LaunchPath software platform, in substantially the same form as presented; by authorizing the City Manager to execute an agreement with the Foundation of California Community Colleges for the Career Catalyst software platform, consistent with the proposal as presented; and by authorizing the City Manager to execute an addendum to an existing contract with the West Sacramento Chamber of Commerce, in substantially the same form as presented.

Authorized the City Manager or his designee to apply to the AARP Community Challenge Grant Program, and subsequently to take any actions necessary to effectuate the grant-related work described in this report; and adopted **Resolution 19-40** authorizing an appropriation of \$10,000 in Measure E funds to provide matching funds in the event that the City receives a Community Challenge Grant award.

Approved the minutes of the March 20, 2019 regular City Council meeting.

MOTION: Guerrero. SECOND: Sandeen. AYES: Orozco, Cabaldon. ABSENT: Ledesma.

Entry No. 5

Minute Order 19-18: Found that the Fire Station 45 Facility Repairs project is exempt from the California Environmental Quality Act analysis under California Code of Regulations, Title 14, Chapter 3, Article 19, Sections 15301 (d) (Existing Facilities) and 15309 Inspections and that these determinations represent the independent judgment of the City; dispensed with competitive bidding and approved a construction contract amendment with McCuen Construction Inc. in the amount of \$489,797; approved the construction contract amendment with McCuen Construction Inc. in the amount of \$489,797 for emergency repairs/restoration services for Fire Station 45 Emergency Repairs Project; adopted **Resolution 19-34** approving a budget amendment in the amount of \$695,848 to Work Order No. 51027 to be appropriated from the General Facilities Fund (208) for a total project budget appropriation of \$945,848 for FY 2018/19; granted the City Manager or his designee authority to issue monthly progress payments to the contractor; and authorized the City Manager or his designee to make contract amendments up to 15% (\$73,469) of the value of the contract.

MOTION: Orozco. SECOND: Sandeen. AYES: Guerrero, Cabaldon. ABSENT: Ledesma.

Entry No. 6

Heard General Administration Function, Part II.

Assistant City Manager Berlin announced that the Yolo County Children's Alliance will be hosting a Mardi Gras fundraiser on April 11 beginning at 6:00 PM in the Galleria; the West Sacramento Police Department Annual Spring Break Boxing Camp will be held during the week of April 15-18, from 9:00 AM to 3:00 PM each day at the Police Department annex; the Earth Day and Spring Celebration will be held on April 20 beginning at 10:00 AM at Bryte Park; the YEDSpring2019 event will be held on April 24, beginning at 4:00 PM, at the Woodland Community Center; and the West Sacramento Fire Department Pinning and Awards Ceremony will be held on April 24 beginning at 5:00 PM in the Galleria.

There was no report from the City Manager.

PUBLIC REPORT OF CLOSED SESSION

Conference with Legal Counsel – Significant Exposure to Litigation - GC §54956.9(b): 1
No action taken.

Conference with Legal Counsel - GC §54956.9

Name of Case: People's Vanguard of Davis v. City of West Sacramento – Case # PT19-238
No action taken.

Conference with Legal Counsel – GC §54956.9(b) – Threat of Litigation contained in October 10, 2018 letter from Scott Rafferty
No action taken.

Conference with Labor Negotiator – GC §54957.6
Agency Negotiator: Amanda Berlin, Laura Izon
Employee Organization: Stationary Engineers, Local 39; Firefighter's Association, Local 522;
Confidential; Miscellaneous Management; Safety Management; Specialists & Professionals
No action taken.


Conference with Real Property Negotiator – GC §54956.8
Negotiating Parties: Kale Wisnia, Kletterwald USA LLC; Traci Michel, City of West Sacramento
Property: Heritage Oaks Park, 1500 Lake Washington Boulevard
Under Negotiation: Terms of Proposed Lease
No action taken.

The meeting adjourned at 8:41 PM.

Kryss Rankin, City Clerk

Minutes approved as presented by a majority
vote of the City Council on April 17, 2019.

Kryss Rankin, City Clerk

MEETING DATE: April 17, 2019		ITEM # 14	
SUBJECT: PRESENTATION AND DISCUSSION OF THE STATUS OF THE STORM DRAINAGE AND STORMWATER MASTER PLAN UPDATE			
INITIATED OR REQUESTED BY:		REPORT COORDINATED OR PREPARED BY: Wendy Williams, Senior Civil Engineer	
[] Council [X] Staff			
[] Other		 Charline Hamilton, Director Community Development Department	
ATTACHMENT	[X] Yes [] No	[X] Information	[X] Direction [] Action

OBJECTIVE

The objective of this report and presentation is to present an update, facilitate discussion, and receive input from the City Council regarding the citywide Storm Drainage and Stormwater Master Plan (SDSWMP).

RECOMMENDED ACTION

Staff respectfully recommends that the City Council receive the presentation and provide comments and/or direction to staff regarding the ongoing Storm Drainage/Stormwater Master Plan Update.

BACKGROUND

At any given time, the City of West Sacramento (City) is susceptible to flooding from breaks, breaches, or other problems related to the perimeter levee system; and capacity issues, blockages, and other concerns related to the internal drainage system. Except for landscaping, major renovations to the Southport perimeter levee system are almost complete which will decrease the City's vulnerability to flooding along its perimeter; however, not enough is known about the internal drainage system to definitively assess and address the internal drainage system vulnerabilities. Therefore, the City entered into a contract with Wood Rodgers (Consultant) in November of 2016 to focus on the internal drainage system of the City and its components, and to complete its first citywide Storm Drainage and Stormwater Master Plan.

The City's first Drainage Master Plan was completed in 1995 and focused on the Southport area to help guide development according to the City's General Plan and the Southport Framework Plan. This Southport Drainage Master Plan was updated incrementally with technical memos and model updates through the years, and comprehensively updated in 2001. The North Area (Area north of the Deep Water Ship Channel) has never been the subject of a Storm Drain Master Plan. Consequently, there is limited information regarding the drainage infrastructure, and no current model of the drainage system in this area.

Although a Financing Study is not included with the current SDSWMP contract, staff intends to initiate a separate contract once initial modeling results are available. The Financing Study will update the existing development impact fees in Southport and explore options to pay for capital projects as well as ongoing operations and maintenance of city-owned storm drain and associated stormwater facilities.

ANALYSIS

Staff is requesting comments and direction from the Council on the following items:

- 1) Hydromodification—Should the City engage the Regional Water Quality Control Board (RWQCB) to request an exemption from hydromodification management requirements?
- 2) Impervious percentage values—Which values should be used for various land uses, especially where the existing constructed condition does not meet design parameters and where newly established land uses have no current impervious percentage design parameters?

To give City Council members the information they need to weigh in on the above items, discussion is provided below, including details regarding these listed items and a summary of the project work to date, starting with a brief overview of the Master Plan.

Overview of the Storm Drainage/Stormwater Master Plan

The internal drainage system of the City is comprised of facilities (pipes, culverts, canals, ditches, detention basins, etc.) that are owned and maintained by various entities including the City, Reclamation Districts 900 and 537, the State (Caltrans), the Washington Unified School District, and one homeowners' association (Touchstone Lake Association). Of these entities, Reclamation District 900 (RD900) owns and maintains the largest share of non-City facilities. All facilities are intimately integrated into the system such that each depends on the other facilities for a total working system. For example, runoff from any particular parcel within the City may move through facilities owned and/or maintained by multiple agencies prior to outfall into the Sacramento River, the Yolo Bypass, or the Deep Water Ship Channel. In order to understand the limitations and deficiencies of the whole system, we must look at all components. For this reason, we have gathered information from certain facilities owned and/or operated by other agencies for modeling and condition assessment purposes.

Recent and upcoming stormwater requirements from the City's Municipal Separate Storm Sewer System (MS4) permit require that the City manage stormwater flowing through its system and conduct activities that reduce and eliminate pollutants in stormwater discharge. Required activities now include inspection and maintenance of infrastructure and public and private facilities to identify and eliminate illicit discharges; installation of full trash capture devices to reduce trash in stormwater runoff; and inspection and maintenance of low impact development (LID) features such as bioswales, drain inlet modifications, or pavers, especially within City rights-of-way and easements. Stormwater requirements will be incorporated into the Master Plan to the extent that they overlap drainage requirements. In order to meet these obligations, a clear understanding and model of the City's drainage system is required for both the North Area and Southport.

This update will assimilate the existing Southport Drainage Master Plan, all previous technical memos, large-scale drainage plans, and the information noted above into one citywide Storm Drainage/Stormwater Master Plan. Ultimately, this Master Plan will guide development with respect to drainage, especially in areas that are primed for development including Southport, the Washington Area, and the Bridge District. Additionally, the Master Plan will identify deficiencies and establish a Capital Improvement Project list of existing facilities that need upgrading, modification, or renovation to address various deficiencies including lack of runoff storage, undersized facilities, poor facility condition, et cetera.

Data collection and records review has taken longer and been more challenging than expected, especially when dealing with facilities and information from other sources, agencies, and organizations. Additionally, initial measurement and survey methods had to be refined to collect data with the proper accuracy and precision. Based on these delays, City Council granted a contract time extension to January of 2020.

The full schedule for the Stormwater/Storm Drainage Master Plan Update includes the following milestones:

January 2017	Contract award to Wood Rodgers (City consultant)
August 2017	Updates to Environment & Utilities Commission and City Council
January 2019	Contract extension to January 2020
March-April 2019	Completion of surveys and modeling
April 2019	Updates to Environment & Utilities Commission and City Council
October 2019	Draft document
October-November 2019	Workshops at Environment & Utilities Commission and City Council
December 2019	Final document

Staff intends to present an update and workshop on this project in November to discuss the entire draft document, but will return earlier at the City Council's request, or if additional policy issues arise that require the City Council's input.

Hydromodification Requirements

When a vacant property is developed, most of the natural vegetation is converted to impervious surfaces such as rooftops, streets, parking lots, et cetera. In this transformation, the infiltration and absorption capabilities of the land are severely diminished, and runoff leaving the site can be significantly larger in volume, velocity, and peak flow than pre-development conditions. If this discrepancy is not addressed, a variety of problems could result in excess sediment in runoff flows, downstream erosion, flooding, disruption of the natural drainage patterns, and elevated receiving water temperatures. This change in runoff between pre-development and post-development conditions is known as hydromodification.

The City's Phase 2 MS4 permit requires applicable projects (those developments which create and/or replace one acre or more of impervious surface) to quantify the difference between pre-development and post-

development flows and address those resultant flows through various on-site bio-swales, detention basins, or other low impact development (LID) techniques. For applicable projects (including City projects) the post-development surface runoff leaving the site must be equal to or less than the pre-development flows. This can be an onerous and expensive constraint for developers, especially when factoring in the land area and on-going maintenance necessary for such facilities.

Hydromodification management requirements originated to address the effect of the pre- and post-development runoff differences on natural receiving streams and rivers. The City's MS4 permit contains a provision for approval of alternate hydromodification standards as long as those standards ensure no decrease in bank or channel bed stability within the receiving stream channels. Unlike the City's (Phase 2) MS4, exemption provisions are mentioned in the Phase 1 MS4 for larger municipalities such as San Francisco, Oakland, and other Bay Area communities. Among other exemptions, the Phase 1 MS4 specifies that the hydromodification requirements apply *unless* the project drains to a hardened (concrete-lined) channel or drains directly to channels that are tidally-influenced, where increased discharges present minimal potential for erosion or other impacts to beneficial users.

All interior drainage within West Sacramento outfalls to the Yolo Bypass, the Deep Water Ship Channel, or the Sacramento River, all of which are tidally-influenced. Additionally, there are no natural streams within West Sacramento. Based on these facts, staff and our Consultant are confident that we could reach an agreement with the Regional Water Quality Control Board for full exemption from hydromodification requirements. In collaboration with our Consultant, staff could draft a letter to the RWQCB to begin discussions regarding possible exemption from hydromodification requirements for all development projects within the City. It may take some time to reach consensus with the RWQCB, and additional meetings and studies might be required, however staff feels that the potential benefits to development (and the City's own projects) are worth the effort. Therefore, staff is seeking direction from City Council on whether such negotiations with the RWQCB should be initiated by staff.

Imperviousness Assumptions for Various Land Uses

The Storm Drainage and Stormwater Master Plan will include two separate models for the North Area and Southport since the areas are hydraulically separated from one another. These two models will simulate surface runoff and its movement through the system of streets, pipes, canals, basins, and pump stations to the outfall locations. In addition to information about the physical system, i.e. the pipes, canals, basins, etc., each large area (the North Area or Southport) is broken into smaller sub-catchment areas, also called sheds, and further broken down into pervious and impervious areas in order to predict runoff loads.

Imperviousness values are significant for modeling drainage systems as they inform the model of the estimated flow that will infiltrate versus that which will run off. Consequently, there are inherent risks to both overestimating and underestimating the imperviousness percentages. Underestimating imperviousness, e.g. assuming less hardscape than is actually constructed, could lead to undersized facilities and localized flooding, whereas the opposite assumption could lead to unnecessarily oversized facilities which will ultimately require maintenance, modifications, upgrades, or eventual replacement.

Imperviousness is typically represented as a percentage of the overall land area. For instance, the City's current imperviousness value for Low Density Residential published in the City Standard Specifications and Details is 30%, meaning that when designing for stormwater runoff, low density properties should be assumed to include 30% impervious area such as rooftops, driveways, and sidewalk. The City's published imperviousness values were originally based on the 1996 Sacramento City and County Drainage Manual and has not been modified since.

For areas of future development, drainage evaluations must assume an impermeable percentage based on acceptable building practices and allowable design criteria for each land use category. This assumption typically accounts for all anticipated impervious surfaces on a gross-acre basis including rooftops, streets, and landscaping areas. For areas that are already developed, the City's land use map has separated out the roadways and showed the land use classification only on the non-roadway parcels. This creates a discrepancy that needs resolved to provide consistent results from the models.

Existing Condition

The City's Standard Specifications and Details include a table of percent impervious values by land use. However, only developments that were designed and permitted after the City's incorporation in 1987 would have been subject to the City's standards. Since it is unclear exactly what standards governed any development prior to the City's incorporation, it is important to check the existing condition against those values. Our Consultant performed a desktop analysis of a few different land use areas to compare actual (constructed) percentage of impervious hardscape areas to the current published values. After analyzing areas of varying ages within both

the North Area and Southport, it was determined that composite imperviousness percentages were significantly higher when streets were accounted for, especially for the low- and medium-density land uses. High density areas tended to have lower composite imperviousness percentages than published values, but the sampling population is severely limited, and generally represents older construction. Sampling results are defined below. Attachment 1 shows the sampling areas considered.

North Area	Low-Density Residential (LR)	Medium-Density Residential (MR)
N1	58	44
N2	54	53
North Area Averages	56	49
Southport		
S1	67	78
S2	74	73
S3	54	61
S4	68	77
S5	68	69
Southport Averages	66	72
Overall Averages	63	65

Based on the above results, our Consultant recommends that, for modeling purposes, our imperviousness percentages for low- and medium-density residential developments should be increased by 25% for existing conditions. In that case, the low-density percentage would increase from 30% to 55%, and the medium-density percentage would increase from 40% to 65%; all other current values would stay the same. It is expected that reflecting these higher impervious percentages in the modeling will result in existing areas that lack adequate runoff and storage capacity. Staff is seeking City Council comments on these assumptions for the existing condition. At City Council's direction, a few other locations could be analyzed in the North Area for a larger sample and potentially more accurate average. It is important to note that these increases would be specific to storm drain modeling to resolve the incongruence between imperviousness percentages for the existing condition only.

Future Condition

As noted above, there are inherent risks in underestimating or overestimating imperviousness. While it is relatively easy to determine the actual perviousness of existing rooftops, hardscape, and streets, modeling for the future relies solely on the assumptions made for that future condition. For instance, if we assume hardscape percentages of 30% and 40% for low- and medium-density areas, the model will predict that we need certain improvements and facility upgrades to support that future development. If future development is then allowed to buildout to a higher hardscape percentage than what we assume in the model, those improvements may be undersized, and localized flooding may still occur. On the other hand, including higher percentages in the future condition model may result in a list of improvements that is more extensive, and facilities that are larger and more expensive to maintain.

With respect to the future condition modeling, staff would like City Council's direction on what imperviousness percentages should be used for Low- and Medium-Density land uses as well as the new land uses that were added in the General Plan 2035, specifically Medium High-Density Residential (MHR), Central Business District (CBD), Corridor Mixed-Use (MU-C), and Neighborhood Mixed-Use (MU-C). A few options are presented below.

For low- and medium-density categories,

- 1) Use aggregate desktop results of 55% for LR and 65% for MR as noted above. This option acknowledges that the model will predict larger facilities and more upgrades. This is the option recommended by the consultant and city staff.

- 2) Use the lower published values for the imperviousness assumptions of 30% for LR and 40% for MR. This option will predict less facility upgrades but may require additional policy direction and regulations to ensure that new developments do not construct more hardscape than assumed.
- 3) Use different values for the North Area and Southport. This is easily done since each model stands alone. The individual area averages as noted above could be used (56% for LR and 49% for MR in the North Area; and 66% for LR and 72% for MR for Southport). If City Council suggests a larger sample population for the North Area, the results of that additional sampling could be used.

For new land use categories, a single imperviousness percentage must reflect the varied range of actual uses that could develop within these areas. Staff's suggestions are as follows:

- 4) Medium High-Density (MHR)—This land use allows 12.1 to 20 dwelling units per acre (DUA) whereas the medium-density residential (MR) category permits 6.1 to 12 DUA, and the high-density residential (HR) category allows 20.1 to 50 DUA. Considering that the suggested value for MR is 65% and the published impermeable percentage for HR is 70%. Staff proposes utilizing an imperviousness percentage of 68% for this category.
- 5) Central Business District (CBD) and Corridor Mixed-Use (MU-C)—Although slightly different in permitted uses, these two categories are grouped because they share the same allowable densities and floor area ratios (FARs), e.g. 20 to 60 DUA and FAR of 0.3 to 3.0. The published imperviousness value for all Commercial land uses as well as Office and Business Park is 90%. Since the type of building and site construction in these two categories would be similar to that of the Commercial, Office, and Business park categories, staff suggests setting the impervious percentage at 90% for these two new land uses.
- 6) Neighborhood Mixed-Use (MU-NC)—Densities and FARs are slightly lower than the CBD and MU-C categories at 12 to 60 DUA and 0.3 to 1.5 FAR. The permitted uses within this area provide for lower intensity mix of residential and commercial/retail uses within walking distance that support pedestrian-oriented shopping, office, and open space. Based on its allowable mix of residential and neighborhood commercial, staff proposes an imperviousness percentage of 80% which would reflect a composite consisting of the published neighborhood commercial (NC) value of 90% and the proposed MHR value of 68%.

Rainfall Assumptions

As discussed and agreed by City Council during the August 16, 2017 status update presentation for this project, the models for this Master Plan Update will use hydrology (rainfall) standards based on the 2009 Yolo County City/County Drainage Manual to model runoff predictions. Those rainfall standards reflect a direct applicability to West Sacramento's location and include far more recent data than previous models and standards which were based on pre-1996 Sacramento County hydrology.

The 100-year 24-hour storm is the typical rainfall event used for design of drainage facilities from pipes to basins to pump stations. When comparing the pre-1996 Sacramento County hydrology to the more recent 2009 Yolo County values, we note that the Yolo County data predicts 10% - 14% more rain volume for the 100-year 24-hour event than the Sacramento County Standards. Since most of the existing Southport drainage facilities were designed using the lower values of the older Sacramento County data, it is anticipated that Southport modeling results will show some areas in need of additional capacity or storage.

Preliminary Modeling Results

To make the most of the current funding, and in recognition of the amount of reconnaissance work necessary for the North Area, modeling for this first Citywide Storm Drainage and Stormwater Master Plan will only include large basins, ditches/canals, pump stations, manholes, and pipes 21" and larger in diameter.

At the time of writing of this report, modeling results of existing conditions are not yet available for all sub-areas. Two sheds in the North Area in particular, are very large and require many hours of modeling input and refinement to accurately simulate runoff patterns. Of those sheds for which existing condition modeling has been completed, results predict a few areas of potential flooding where modifications to the system may be expected. Since modeling efforts are on-going, staff will provide the latest results for those areas during the City Council meeting presentation.

Except for very old irrigation ditches that are still part of the drainage system, the majority of drainage facilities in Southport include relatively new pipe systems, detention basins, and pump stations constructed within the last 25 years (since City incorporation). These "new" facilities were designed and constructed in compliance with City standards and the City's current Southport Drainage Master Plan (last updated in 2001). For the most part,

existing condition modeling reveals that these facilities work rather efficiently as designed to control runoff and provide flood storage. However, as expected due to our impervious coverage percentage increases and more conservative rainfall assumptions described above, preliminary modeling results predict a small area of potential flooding immediately surrounding the MC10 basin (located at the intersection of Lake Washington Boulevard and Stonegate Drive) during a 100-year storm event that should be mitigated. Staff and our Consultant are already discussing options to correct that deficiency including additional runoff storage along the south side of Lake Washington Boulevard and/or increased pumping output to the Main Drain system. As with the North Area, preliminary modeling continues, and staff will update the City Council with the latest results of Southport modeling during the City Council presentation.

Future Funding for Capital Projects and Operations/Maintenance

Much like the Water and Sewer Master Plans, the completed SDSWMP will provide information regarding the condition of existing facilities, and suggested upgrades, modifications, and renovations to maintain the system or increase the efficiency and capacity of the system where necessary. However, unlike water and sewer facilities, the City has very little funding dedicated to storm drainage/stormwater facility capital improvement work, or drainage operations and maintenance.

In Southport, the previous Southport Drainage Master Plan (SDMP) identified regional (Southport-wide) deficiencies such as additional box culverts at major canal crossings, as well as planned local (sub-basin) facilities such as new detention basins, that were attributed to development. As Southport continues to build out, those deficiencies and new facilities are addressed on a project-wide level. The SDMP includes an impact fee program whereby all applicable properties pay into the Southport drainage funds as they develop. Project developers who install improvements are eligible for reimbursement if those improvements benefit more than just their project and such improvements are included in the associated financing plan. As noted above, the current drainage impact fees for Southport will be updated with a Financing Study separate from the current contract.

Since the North Area has never been modeled for drainage, and up until this project effort, a significant amount of information was still missing with regard to our existing infrastructure and facilities, there has never been a program to replace or update storm drainage system components in the North Area (or in Southport, for that matter). Therefore, most drainage maintenance to date has consisted of cleaning only drain inlets and ditches necessary before storms to reduce flooding in known problem areas or in "priority" areas as defined by the City's Municipal Separate Storm Sewer System (MS4) permit. These maintenance activities have been historically funded through the Road Fund, but a small amount (\$177,500) has been recently approved for drainage maintenance and operations as well as some other functions and costs to support the Environmental Services Division of the Public Works Department.

This presentation and discussion are meant to start the discussion about funding strategies for drainage projects, operations, and maintenance. Staff intends to return to the City Council at a later date for input regarding funding shortfalls for a drainage-related Capital Improvement Program as well as ongoing operations and maintenance. That focused presentation and discussion will be scheduled once initial capital improvements are identified and the financing study initiated, likely Fall of 2019. Staff has no specific recommendations at this time but would welcome any initial thoughts or comments from City Council members.

Commission Recommendation

Staff presented an update to the Environment and Utilities Commission at their meeting on April 8, 2019. The majority input from the Commission centered around their support for a possible hydromodification exemption from the Regional Water Quality Control Board. Additionally, Commissioners agreed that additional North Area sampling of Low- and Medium-Density Residential areas would be helpful to ensure that the sampling is fully representative of the area. The Commission expressed support for the 55% and 65% Low- and Medium-Density imperviousness values.

Strategic Plan Integration

Completion of a citywide Storm Drainage/Stormwater Master Plan will support the City's mission to provide *Quality Municipal Services, Quality City Infrastructure and Facilities, and Inspire Community Improvements* while encouraging a *Financially Sound City Government*.

Alternatives

The City Council may decline to receive the presentation or request that staff return at a later date to present the update.

Coordination and Review

The Storm Drainage/Stormwater Master Plan Update is being coordinated with the Public Works, Parks and Recreation, and Administrative Services Departments as well as multiple outside agencies as necessary, including Reclamation Districts 900 and 537, Caltrans, Washington Unified School District, and the Touchstone Lake Association.

Budget/Cost Impact

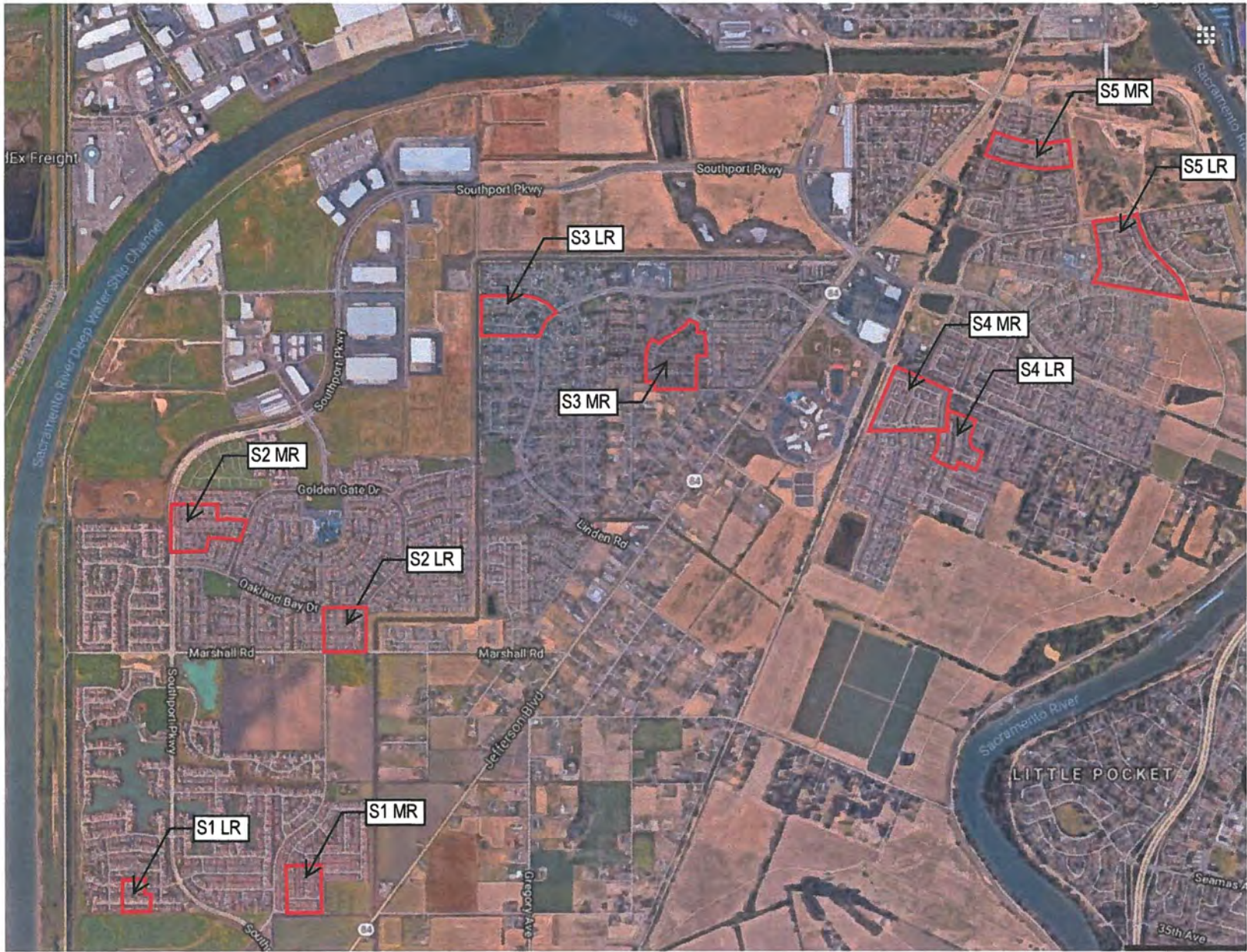
The current consultant contract value is \$1,880,913, with an associated City Manager authorization to amend the contract up to 10% (\$188,091). Staff time for contract administration is estimated at \$188,091 for a total project cost of \$2,257,096.

ATTACHMENT

- 1) Impervious percentage sampling areas

ATTACHMENT 1





MEETING DATE: April 17, 2019

ITEM # 15

SUBJECT:

**CONSIDERATION OF RESOLUTION 19-23 APPROVING THE
2019 PARKS, RECREATION AND OPEN SPACE MASTER PLAN AND RELATED ACTIONS**

INITIATED OR REQUESTED BY:**REPORT COORDINATED OR PREPARED BY:**

[] Council [X] Staff

[] Other

Traci Michel, Director of Parks & Recreation

ATTACHMENT [X] Yes [] No [] Information [] Direction [X] Action
OBJECTIVE

The objective of this report is to provide information to the City Council enabling them to consider approval of the 2019 Parks, Recreation and Open Space Master Plan, as well as related actions to support the implementation of the Plan.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Certify that on November 16, 2016, the City Council certified the General Plan 2035 Environmental Impact Report (EIR) and that a technical memorandum has been prepared in order to fully analyze any potential impacts associated with the Central Park Projects included in the 2019 Parks, Recreation and Open Space Master Plan. Based on the analysis presented in the technical memorandum the proposed project is within the scope of the EIR prepared for the General Plan 2035, and no new or substantially more adverse impacts would occur through implementation of the proposed project. As a result, no new environmental document is required, consistent with State CEQA Guidelines Section 15162 and 15168(c)(2);
2. Adopt Resolution 19-23, approving the 2019 Parks, Recreation and Open Space Master Plan; and
3. Grant interim authority to the City Manager to give credit against the park impact fees for a previous structure of similar use on the same lot that was lawfully demolished within five years of the building permit issuance for a new structure.

BACKGROUND

In 2017, the City of West Sacramento launched an update to its Parks, Recreation and Open Space Master Plan (Master Plan Update). Since then, City staff and the Master Plan Update consultant team, PROS Consulting and Jacobs, have been collecting and sharing information to better understand the current and future park and recreation needs in the City. To date, seven workshops have been presented:

- On March 6, 2018, the first workshop on the Master Plan Update was held in conjunction with the Parks, Recreation and Intergenerational Services Commission meeting to share survey information collected to date, as well as initial findings/emerging issues, including:
 - Continued development of trails citywide;
 - Economic development through park development through coordinated and strategic planning;
 - Pursuing expanded City/Washington Unified School District partnership opportunities to help meet recreation needs for both residents and students;
 - Prioritizing improvements to existing facilities to maximize use and protect City investments;
 - Public/private partnerships to leverage resources for recreation-focused amenities; and
 - Developing funding strategies to ensure long-term success of the parks and recreation system.
- Additional workshops were held on June 5 and July 18, 2018, in conjunction with the Commission and City Council meetings respectively, to review the Level of Service (LOS) standards for the City based on existing and future park and recreation facilities using a combination of local, regional and national resources. The findings of this analysis showed that there is a current need for a variety of playfields and additional park acreage based on the City's current LOS standards, but most of the park acreage needed will be met through future development. This does not guarantee that future playfield and park amenity

needs will be met. Therefore, the need for, and type of, specific park features must be considered when planning and designing future park sites. Given this information, it was recommended that the Master Plan Update focus on development of specific parks and recreation amenities that meet the needs of the community, as previously identified through the community needs assessment, and that address the gaps in the park system to increase the current LOS standards for the projected population in 2028.

- Workshops focusing on developing the initial 10-year Capital Improvement Plan (CIP) and funding strategies to support implementation of the CIP, as well as an updated Park Impact Fee were presented on November 6 and December 19, 2018, in conjunction with the Commission and City Council meetings, respectively. The initial CIP incorporated projects that are likely to be completed in the next 10 years and that support the initial findings/emerging issues previously identified, including: 1) Lifecycle replacement projects; 2) Enhancements to existing facilities to better meet resident needs; 3) New park and trail development; and 4) Planning/design work to support partnership opportunities.
- On February 5, 2019, an additional workshop was held in conjunction with the Commission meeting to share a refined 10-year CIP and funding strategy which incorporated feedback received. The updated CIP and funding strategy proposed a 3-tiered approach to categorizing projects that includes \$179 million of improvements, a funding strategy that maximizes use of a variety of potential funding sources, including grant funding, to avoid increases to the Park Impact Fee and introduced project prioritization criteria to help guide the prioritization of projects over the life of the plan.
- On April 2, 2019, a workshop was held in conjunction with the Parks, Recreation and Intergenerational Services Commission on the final draft 2019 Parks, Recreation and Open Space Master Plan. The workshop highlighted information in the Master Plan that had not yet been covered in previous workshops, including a parks maintenance assessment, CEQA analysis and strategic implementation of the Plan.

ANALYSIS

Since the last workshop on the Master Plan Update, staff and PROS Consulting has been working to develop the 2019 Parks, Recreation and Open Space Master Plan for final consideration. The final draft document is included as Attachment 1 and provides a comprehensive approach for planning, funding, developing and maintaining parks and recreation facilities and programs over the next 10 years. The document incorporates feedback received over the past year as part of workshops, community surveys, stakeholder meetings and Commission, Council and staff input. Highlights of the document include the following:

- An overview of community input key findings;
- Evaluation of the existing parks, trails and open space system;
- Establishing the vision, goals and policies to guide decision-making;
- Documenting priorities and needs of the current and projected population, based on data-driven input;
- Analysis of recreation program standards to ensure long-term successful and relevant programming for the community;
- Developing an implementation program that outlines projects, anticipated costs, potential funding sources, and operation and maintenance implications;
- Providing a record of issues discussed and decisions made; and
- Evaluation of the current Park Impact Fee (PIF) and other user fees charged and establishing cost thresholds.

Additionally, the document includes an Appendix with the following support materials:

- CEQA technical memorandum documenting compliance with the General Plan 2035 EIR;
- Review of park maintenance standard operating procedures to ensure proper maintenance of the existing and growing parks system and to ready the City for accreditation, if desired; and
- Succession planning analysis as key positions in the Parks and Recreation Department may approach retirement over the life of the Plan.

Lastly, an amendment to the City's Book of Fees for the PIF is being drafted and will come to the City Council at a later date for a noticed public hearing. The amendment will include updated cost tables with equivalent dwelling unit costs and text amendments including credit language for prior structures of similar use on the same lot that have been lawfully demolished within five years. The credit language is the same language that is currently in the Book of Fees for the Traffic Impact Fee (TIF) and has been beneficial to incentivizing infill development. In the interim, staff is recommending the City Council grant authority to the City Manager to give credit against the park impact fees utilizing the same credit policy contained in the current TIF.

Environmental Considerations

On November 16, 2016, the City Council certified the General Plan 2035 EIR. The EIR was prepared specifically to allow maximum streamlined review of subsequent projects that are found to be consistent with General Plan 2035 in terms of land use, density, etc. Staff prepared a technical memorandum (Appendix A of Attachment 1) in order to fully analyze any potential impacts associated with the Central Park Projects included in the Master Plan that would be beyond what was contained in the EIR. Based on the analysis presented in the technical memorandum, the proposed Central Park Projects analyzed in the technical memorandum are within the scope of the EIR prepared for the General Plan 2035, and no new or substantially more adverse impacts would occur through implementation of the proposed project. As a result, no new environmental document is required, consistent with State CEQA Guidelines Section 15162, 15168, and 15183 (c)(2). Staff prepared a Notice of Determination included as Attachment 2.

Commission Recommendation

On April 2, 2019, this information was shared with the Parks, Recreation and Intergenerational Services Commission. Many members of the community were also present to share feedback on the final draft Plan. The Commission continued to express support for prioritizing trails and working with Washington Unified School District to explore opportunities for expanding public access to parks/playfields. They also encouraged staff to explore ways to reduce maintenance at select park sites through improved park design (i.e. more hardscape, reduced turf, etc.) in order to provide more capacity to maintain parks that typically require higher levels of maintenance, such as playfields. Comments received from the community at the Commission meeting were focused on the design standards for recreation corridors and emphasizing that multi-use trails should be developed for all trail users, including equestrian use, where feasible.

Strategic Plan Integration

This action will contribute to the implementation of the 2017-2018 City Strategic Plan Parks and Open Space Master Plan Update Management Agenda, as well as the City's goal of *West Sacramento: Preferred Place to Live, Work, Learn and Play*.

Alternatives

As an alternative to the recommended action, the Council could:

1. Adopt Resolution 19-23 approving the 2019 Parks, Recreation and Open Space Master Plan with additional changes recommended by the City Council;
2. Adopt Resolution 19-23 approving the 2019 Parks, Recreation and Open Space Master Plan as presented and decline to grant interim authority to the City Manager for credit considerations; or
3. Request staff to make additional changes and return to Council at a later date.

Staff does not recommend postponing the adoption of the Master Plan as the document is needed to support multiple grant applications for park improvements that are due in early August. A delay in adopting the Master Plan will delay progress made on the applications, resulting in the potential for less competitive applications. Staff is prepared to implement Alternative 2 and will bring back the amendment to the PIF as soon as possible so that formal consideration of additional credits can be considered.

Coordination and Review

This report was completed in coordination with an interdisciplinary team of representatives from the City Manager's Office, Community Development, Public Works, Administrative Services and Economic Development departments.

Additionally, on April 9, 2019, staff presented information on the final draft Master Plan at the West Sacramento Chamber of Commerce Economic and Government Affairs Forum. Previously, participants at the Forum expressed that they were excited about some of the projects identified in the Plan but concerned about the currently high PIF and encouraged staff to explore opportunities for lowering the fee. Staff shared that fee credit language included as part of other City impact fees, but not currently included in the PIF, is being recommended for inclusion in the PIF to help reduce PIF costs for infill projects.

Budget/Cost Impact

There are no anticipated budget/cost impacts at this time. Input received from Council on the Master Plan, which identifies funding assumptions and project prioritization criteria, will be used to inform the City's FY 19/20 and 20/21 biennial budget planning currently underway.

ATTACHMENTS

- Attachment 1 – 2019 Parks, Recreation and Open Space Master Plan
- Attachment 2 – Notice of Determination
- Attachment 3 – Resolution 19-23



City of West Sacramento Parks, Recreation and Open Space Final Draft Master Plan 2019



WEST SACRAMENTO PARKS AND RECREATION DEPARTMENT
PURPOSE

PROVIDING OPPORTUNITIES FOR QUALITY RECREATION AND LEISURE EXPERIENCES THROUGH PROGRAMMING AND FACILITIES FOR WEST SACRAMENTO CITIZENS OF ALL AGES.





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CHAPTER ONE – EXECUTIVE SUMMARY

1.1 PROJECT PURPOSE AND GOAL

The purpose of the City of West Sacramento Parks, Recreation and Open Space Master Plan is to provide a roadmap for future development of recreational facilities and opportunities for the City over the next 10 years, consistent with the General Plan 2035 requirements. This plan is based on recognized park planning principles and standards, and reflects input from residents and stakeholders in West Sacramento, City staff, the Parks, Recreation and Intergenerational Services Commission and City Council.

The City of West Sacramento Parks, Recreation and Open Space Master Plan (Master Plan) focuses on **identifying the City’s current and future recreation needs to aid City staff and decision-makers** in providing and expanding and equitable distribution of recreational facilities and opportunities to West Sacramento residents and stakeholders. This includes **preserving the City’s open space areas and expanding the City’s trails network to better connect people to nature, recreation and outdoor education** opportunities. Primary outcomes of the Master Plan include:

- Evaluation of the existing parks, trails and open space system;
- Establishing the vision, goals and policies to guide decision-making;
- Documenting priorities and needs of the current and projected population growth based on data-driven input;
- Developing a 10-year capital improvement plan that outlines projects, anticipated costs, potential funding sources, operation and maintenance implications and implementation strategy;
- Providing a record of issues discussed and decisions made; and
- Evaluation of current Park Impact Fees and other user fees charged and establishing cost thresholds.

1.2 PROJECT PROCESS

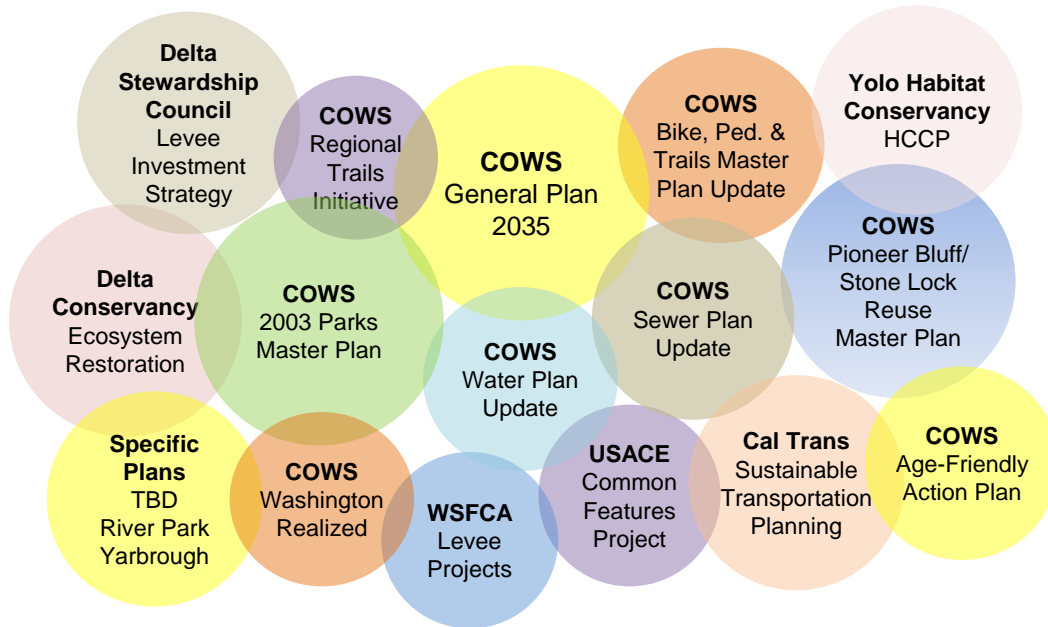
The foundation of the Master Plan was to incorporate a variety of data and mine local knowledge using a comprehensive stakeholder participation process and community surveys. The stakeholder input process incorporated a variety of methods that included interviews, focus group meetings, and public forums/presentations. The data generated from these critical community interactions helped to define the true unmet recreation needs of the community, as well as address key operational issues, provide recommendations for business-related changes, and strategize on how to best position the City and Parks and Recreation Department to move forward for optimum results.



1.2.1 PLANNING EFFORTS CONSIDERED

A number of local and regional planning efforts helped guide the development of the Master Plan. The following graphic highlights some of these efforts:

City of West Sacramento (COWS) Local/Regional Planning Efforts



1.2.2 ELEMENTS OF THE PLAN

The planning process for the *Master Plan* was completed with City staff and included:

- The collection of available information;
- Data analysis to determine inventory and condition of current facilities;
- Determination of supply and demand within the community; and
- Developing recommendations for meeting the needs of the community through an analysis of programs and facilities.

The data collected from the staff and onsite facility assessments was utilized to identify key factors, issues, and concerns regarding the parks and recreation system and how the **City’s Parks and Recreation** Department manages operations.

1.3 WEST SACRAMENTO MASTER PLAN ORGANIZATION

This *Master Plan* presents the overall analysis, findings, and recommendations for the next 10 years. This study begins with an Executive Summary that provides an overview, and the following sections respond to the primary outcomes, determine needs and offer operational and capital improvement recommendations.

1.4 SUMMARY OF KEY FINDINGS AND RECOMMENDATIONS

Following the assessment of the City's parks and recreation system, a variety of key findings were identified to support the implementation of the *Master Plan*. These key findings help to guide decision-making for the next five to ten years.

1.4.1 MARKET ANALYSIS KEY FINDINGS

- **Population:** The population is increasing and is projected to experience 22% population growth over the next 15 years. With a growing population, park and recreation services must continue to grow to keep up with the population. Additionally, development will continue over the next 15 years and the parks and recreation system will need to strategically invest, develop, and maintain parks and facilities in relation to current and future housing development areas.
- **Age Segmentation:** West Sacramento has a very broad age segmentation with the largest group being 35-54+ and the second largest group being 18-34. Over the next 15 years, while most of the younger age segments are expected to remain the same or experience slight decreases in population percentage; those who are 55 and older are projected to continue increasing, making up 25.2% of the population by 2033 - an increase of 3% over 2018. This is significant as providing access to services and programs will need to be focused on a multitude of age segments simultaneously and each age segment has different activity interests. Equal distribution across all age segments will require the City to continue to provide programs, services, parks and facilities that appeal to all residents of the community.
- **Race and Ethnicity:** A diversifying population will likely focus the City on providing traditional and non-traditional programming and service offerings while always seeking to identify emerging activities and sports.
- **Households and Income:** With median and per capita household income averages below the state averages and in-line with national averages, it would be important for the City to prioritize providing offerings that are first class with exceptional customer service while modestly seeking opportunities to create revenue generation.
- **Tapestry Segmentation:** Tapestry segmentation provides lifestyle information based on socioeconomic and demographic composition that can help to inform recreation programming and development needs. **West Sacramento's residents** have a highly unique tapestry segmentation with diverse recreational needs.



1.4.2 COMMUNITY INPUT KEY FINDINGS

Input from the community confirmed that **West Sacramento's** parks are loved by many, but there are gaps in service and amenities and additional City investment is needed to maintain and develop new parks for the growing community. Participants see the system as one that is well-maintained with great staff. They also enjoy the numerous programs and amenities offered. Unmet needs exist as the demand for select services is currently outweighing the available facilities and/or existing amenities. The following summarizes the themes of community input:

ECONOMIC DEVELOPMENT THROUGH PARK DEVELOPMENT

Opportunity exists for park development to enhance and/or advance economic development. There is also an opportunity for economic development to enhance and support park development.

- Parks and recreation can play a significant role in business attraction, residential development, and the overall quality of life attributes desired by the community.
- Investment in parks reflects the **community's value set and the City's overall attitude** of being an active player in the betterment of the community.
- The development of parks along the waterfront that can serve as an economic catalyst, including the new Central Park concept, which offers unique, urban recreation experiences.

INVESTING IN THE EXISTING PARKS SYSTEM

- Continue to focus on reinvesting in, and maintaining existing parks.
- Opportunities exist to, in part, help meet the athletic field needs of the community, in partnership with Washington Unified School District (i.e. Bryte Park, Elkhorn Park, Alyce Norman, and other potential sites).

TRAILS AND CONNECTIVITY

- Desire for a connected, accessible recreational trail system that also supports active transportation and Safe Routes to School initiatives.

ADVOCACY AND AWARENESS

- Increased Communication/Marketing is needed to develop more advocacy for, and the awareness of, the parks and recreation system.

FUNDING THE PARKS AND RECREATION SYSTEM

- Creative and multiple funding strategies are required to meet the needs of the community.
- **Focus on opportunities to expand the City's partnership with Washington Unified School District** to meet the recreation and athletic field needs of the community.
- Securing grant funding through multiple State-funded grant programs will be critical for funding park developments over the next 10 years.

1.4.3 PROGRAM AND FACILITY PRIORITY RANKINGS

The purpose of the Program and Facility Priority Rankings is to provide a prioritized list of facility/amenity needs and recreation program needs for the community served by the City. The analysis completed evaluated both quantitative and qualitative data.

The results of the priority rankings are tabulated into three categories: High Priority (top third), Medium Priority (middle third), and Low Priority (bottom third) and are summarized below:

OVERALL		OVERALL	
Program/Service	Priority	Facility/Amenity	Priority
Community special events	High	Walking and biking trails	High
Adult fitness and wellness programs		Nature park/botanical garden	
Outdoor environmental programs		Open space conservation areas with trails	
Family recreational ice skating		Swimming pools/water parks/splash pads	
Water fitness programs/lap swimming		Covered picnic areas	
Family outdoor adventure camps/programs		Large community parks	
Youth summer programs		Shaded play areas	
After school programs		Neighborhood Parks	
Youth learn-to-swim programs		Outdoor exercise/fitness areas	
Golf lessons/clinics		Dog Parks	
Senior Programs	Community gardens	Medium	
Youth Sports programs	Water access/kayak/SUP areas		
Performing arts programs (dance)	Adventure Area (ropes courses, ziplines, etc.)		
Adult sports programs	Indoor exercise facility		
Preschool programs/early childhood	Outdoor basketball/volleyball courts		
Visual arts/crafts programs	Tennis courts		
Youth fitness and wellness classes	Soccer / football / lacrosse fields		
Middle-school aged programs	Playgrounds		
Tennis lessons and leagues	Skateboarding parks		
High-school aged programs	Environmental education center		
Ice hockey/figure skating competitions	Mountain biking trails	Low	
Sand volleyball leagues and tournaments	Sports complex (many fields at one location)		
Youth Basketball/volleyball	Youth baseball and softball fields		
Programs for people with special needs	Boat launching facilities		
Adult basketball/volleyball	Community Center space (classroom, rental space)		
Recreation/competitive swim team	Indoor basketball/volleyball courts		
Active older adult (55-70) basketball/volleyball leagues	Equestrian trails		
Pickleball instruction and leagues	Pickleball courts		
Water polo			

1.4.4 LEVEL OF SERVICE AND FACILITY ANALYSIS

KEY FINDINGS

The West Sacramento Parks and Recreation Department currently has a quality staff that operates and manages a unique system of parks, trails, community facilities, and open spaces that are generally in good condition.

- Current System Inventory and Level of Service (LOS):
 - The City of West Sacramento currently provides a total LOS of 3.68 acres of parkland per 1,000 residents, which falls short of the 5 acres of parkland per 1,000 residents targeted in the General Plan.
 - Trails were evaluated and found to meet the City’s target of 0.5 linear miles per 1,000 residents. However, connectivity to destination locations, including parks, are a critical element of a successful trails network. The trail improvements identified in this plan improve connectivity and are consistent with the City’s 2018 Bicycle, Pedestrian and Trails Master Plan.
- Key Unmet Facility Needs:

- Walking and biking trails to improve connectivity.
- Reservable covered picnic areas.
- Shaded play areas.
- Open space/conservation parks with trails (nature parks).
- Large community parks to accommodate multiple athletic programming needs.

KEY RECOMMENDATIONS

Based on a thorough review of the parks and recreation system and stakeholder input, it is recommended that the City pursue further development of specific parks and recreation amenities that meet the needs listed in the *High Priority Program and Facility Rankings* and address the gaps per park type to increase the current LOS standard for the projected population in 2028.

- The City of West Sacramento currently offers 199 acres of park land to its residents which equates to a total LOS of 3.68 **acres of park land per 1,000 residents based on the City’s 2018** population. The 199 acres is comprised of multiple land owners and the breakdown is as follows:
 - 117 acres provided by the City of West Sacramento.
 - 92 acres provided by other providers including the Washington Unified School District, and the Port of West Sacramento.
- The 2035 General Plan includes a LOS standard goal of 5 acres per 1,000 residents, resulting in a current deficiency of 72 developed acres. To keep up with the projected population growth, the City will need to add a total of 110 developed acres to the parks and recreation system by the year 2028 in order to achieve the recommended standard.
- The top two park needs in the City both currently and in the future are Neighborhood parks and Community parks.
- The City currently meets 2028 standards for several amenities including: cricket fields, outdoor basketball courts, outdoor aquatic centers and skate parks.



West Sacramento Level of Service Standards - Existing Conditions

Recreation Component	2018 Inventory (Acres)			Service Levels			2018 Standards		2028 Standards					
	City-owned	Other-owned	Total Inventory	Current Service Level based upon City Population*	GP 2035/Recommended Service Levels	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed					
PARKS AND SPECIAL USE FACILITIES														
Pocket Parks	7.08	-	7.08	0.13 acres per	1,000	0.20	acres per	1,000	4	Acre(s)	Need Exists	5	Acre(s)	
Neighborhood Parks	36.80	17.12	53.92	1.00 acres per	1,000	1.80	acres per	1,000	44	Acre(s)	Need Exists	57	Acre(s)	
Community Parks	53.11	42.26	95.37	1.76 acres per	1,000	2.00	acres per	1,000	13	Acre(s)	Need Exists	28	Acre(s)	
Regional Parks	9.71	8.85	18.56	0.34 acres per	1,000	0.50	acres per	1,000	9	Acre(s)	Need Exists	12	Acre(s)	
Special Use Parks/Facilities	10.89	13.49	24.38	0.45 acres per	1,000	0.50	acres per	1,000	3	Acre(s)	Need Exists	7	Acre(s)	
Total	117.59	81.72	199.31	3.68 acres per	1,000	5.00	acres per	1,000	72	Acre(s)	Need Exists	110	Acre(s)	
GREENBELTS AND OPEN SPACE/NATURE AREAS														
Greenbelt and Open/Space Conservation Parks	414.68	(376.67)	38.01	0.70 acres per	1,000	16.50	acres per	1,000	856	Acre(s)	Need Exists	983	Acre(s)	
OUTDOOR AMENITIES														
Diamond, Baseball (Teen/Adult)	1.00	1.00	2.00	1.00 field per	27,088	1.00	field per	12,000	3	Field	Need Exists	3	Field	
Diamond, Girls Fast Pitch Softball	4.00	-	4.00	1.00 field per	13,544	1.00	field per	10,000	1	Field	Need Exists	2	Field	
Diamond, Little League	9.00	-	9.00	1.00 field per	6,020	1.00	field per	5,000	2	Field	Need Exists	3	Field	
Diamond, Softball (Adult)	2.00	-	2.00	1.00 field per	27,088	1.00	field per	15,000	2	Field	Need Exists	2	Field	
Rectangle Fields	7.00	-	7.00	1.00 field per	7,739	1.00	field per	5,000	4	Field	Need Exists	5	Field	
Cricket Field - Summerfield	1.00	-	1.00	1.00 field per	54,176	1.00	field per	75,000	Meets Standard	-	Meets Standard	-	Field	
Disc Golf Course (18 hole)	-	-	-	NA course per	NA	1.00	course per	100,000	Need Exists	1	Course	Need Exists	1	Course
Playground	17.00	1.00	18.00	1.00 site per	3,010	1.00	site per	3,000	Need Exists	0	Site	Need Exists	3	Site
Dog Park	1.00	1.00	2.00	1.00 site per	27,088	1.00	site per	20,000	Need Exists	1	Site	Need Exists	1	Site
Tennis Court (publicly accessible)	-	-	-	NA court per	NA	1.00	court per	7,500	Need Exists	7	Court	Need Exists	8	Court
Outdoor Basketball Court	9.00	-	9.00	1.00 court per	6,020	1.00	court per	8,000	Meets Standard	-	Meets Standard	-	Court	
Sand Volleyball Court	-	-	-	NA court per	NA	1.00	court per	30,000	Need Exists	2	Court	Need Exists	2	Court
Reservable Picnic Shelters	8.00	-	8.00	1.00 site per	6,772	1.00	site per	5,000	Need Exists	3	Site	Need Exists	4	Site
Outdoor Aquatic Center	1.00	-	1.00	1.00 pool per	54,176	1.00	pool per	65,000	Meets Standard	-	Meets Standard	-	Pool	
Skate Park	1.00	-	1.00	1.00 site per	54,176	1.00	site per	65,000	Meets Standard	-	Meets Standard	-	Site	
RECREATION CORRIDORS	32.02	-	32.02	0.59 acres per	1,000	0.50	linear miles per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
INDOOR FACILITIES														
Club West (Square Feet)	4,215	-	4,215	SF per person	person	0.08	SF per person	Person	Meets Standard	-	Square Feet	Meets Standard	-	Square Feet
Boathouse (Square Feet)	8,000	-	8,000	SF per person	person	0.15	SF per person	Person	Meets Standard	-	Square Feet	Meets Standard	-	Square Feet
Galleria (Square Feet)	5,340	-	5,340	SF per person	person	0.10	SF per person	Person	Meets Standard	-	Square Feet	Meets Standard	-	Square Feet
Recreation Center (Square Feet)	37,699	-	37,699	SF per person	person	0.70	SF per person	Person	Meets Standard	-	Square Feet	Meets Standard	-	Square Feet
Community Center (Square Feet)	21,000	-	21,000	SF per person	person	0.39	SF per person	Person	Meets Standard	-	Square Feet	Meets Standard	-	Square Feet
GRAND TOTAL	76,254	-	76,254	1.41 SF per person	person	1.41	SF per person	Person	Meets Standard	-	Square Feet	Meets Standard	-	Square Feet

1.5 CAPITAL IMPROVEMENT PLAN (CIP)

To plan and prioritize capital improvement projects, recommendations include balancing the maintenance of current assets with the development of new facilities. The departmental Capital Improvement Plan (CIP) framework is utilized to determine CIP projects in concert with an implementable financial plan. A key priority is also focused on maintaining the integrity of the current infrastructure and facilities before expanding and/or enhancing programs and facilities. Maintaining current infrastructure with limited funding will **inhibit the City's ability to take care of all existing assets** and build new facilities.

A three-tier plan is recommended to help guide the decision-making process for CIP investments. The three-tiered plan acknowledges a fiscal reality, leading to the continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources. A complete list of the projects in each is identified in Chapter 7.

- Sustainable - Critical maintenance projects, including lifecycle replacement, repair of existing equipment, safety and ADA improvements and existing debt service obligations. Many of these types of improvements typically require one-time funding and are not likely to increase annual operations and maintenance costs. In many cases, these types of projects may reduce annual operations and maintenance costs.
- Expanded Services - Projects that include strategic changes to the existing parks system to better meet the unmet needs of the community, including adding features to extend recreation opportunities, such as playfields, shade structures, adult fitness equipment, covered picnic shelters, and trail loops. These types of improvements typically require one-time funding and may trigger slight increases in annual operations and maintenance costs, depending on the nature of the improvements.
- Visionary - Complete park renovation, land acquisition and new park/trail development, such as the remaining Bryte Pak Master Plan improvements, the re-envisioned Central Park, a new sports complex, and major trail developments. These improvements will likely increase annual operations and maintenance costs. Visionary projects also include planning efforts to support new/future development.



1.5.1 SUSTAINABLE

This section outlines the details of existing parks, facilities, and programs.

SUMMARY BY TIER	
Tier	Estimated Total Project Cost
Sustainable Projects	\$22.2M

WHAT WE HAVE

lifecycle replacement of irrigation systems, playgrounds, benches, signage, parking lots, and restrooms.

SUSTAINABLE PROJECT HIGHLIGHTS

- \$9.3 Million or 42%: Existing Park Improvements including, but not limited to, the lifecycle replacement of irrigation systems, playgrounds, benches, signage, parking lots, and restrooms.
- \$11.2 Million or 51%: Existing Facility Improvements including \$10 million for Recreation Center debt service, pool deck resurfacing and fitness equipment replacement, Community Center painting, and Boathouse and Club West HVAC replacement and storage improvements.
- \$600,000 or 3%: Bees Lake Habitat Restoration Plan including the evaluation of habitat restoration opportunities and public access improvements.
- \$985,000 or 4%: Administrative Projects including planning efforts such as the future update to the Parks, Recreation and Open Space Master Plan, development of an Urban Forest Management Plan, and repayments to the developers for past park improvements or other reimbursements owed.

1.5.2 EXPANDED SERVICE

Options described in this section are intended to be undertaken to meet the needs of the community. This section provides a summary of the following options:

SUMMARY BY TIER	
Tier	Estimated Total Project Cost
Expanded Service Projects	\$16.8M

WHAT WE HAVE

replacement that could be undertaken to meet the needs of the community. The following options are:

EXPANDED SERVICE PROJECT HIGHLIGHTS

- \$7.8 Million or 46%: Existing Park Improvements including, but not limited to, the addition of shade structures, picnic shelters and internal walking trails.
- \$332,500 or 2%: Existing Facility Improvements including tennis court lights and pool deck shading at the Recreation Center.
- \$7.4 Million or 44%: Existing Trail Expansion/Improvements along the Clarksburg Branch Line Trail, Southport Setback Levee Trail, Riverwalk Trail North and Sycamore Trail Phase 3.
- \$1.3 Million or 8%: Bees Lake Enhancements including public access improvements for passive recreation and education opportunities.

1.5.3 VISIONARY RECOMMENDATIONS – DEVELOPING NEW OPPORTUNITIES

Recommendations developed to address unmet needs of the community. The following new developments are proposed to meet the needs of the community and to

and facilities to meet needs and deficiencies. to meet the needs of

SUMMARY BY TIER	
Tier	Estimated Total Project Cost
Visionary Projects	\$140M

VISIONARY PROJECT HIGHLIGHTS

- \$26.6 Million or 19%: Existing Parks Improvements including the completion of the Bryte Park Master Plan improvements and developing Heritage Oaks Park.
- \$625,000 or 0.4%: Existing Facility Improvements including the potential expansion of fitness opportunities at the Recreation Center.
- \$29.6 Million or 21.2%: New Trail Development including, but not limited to, Sycamore Trail Phases 4 and 5, Main Drain Trail Paving and Crossings, Davis Road bicycle/pedestrian/equestrian trail improvements.
- \$83.1 Million or 59.4%: New Park Development including, but not limited to, new park development as part of Yarbrough and Liberty housing development projects, portions of the Stone Lock/Pioneer Bluff/Central Park improvements and Bridge District recreation features.

1.5.4 CAPITAL IMPROVEMENTS

The following tables summarize the capital improvement plan associated with the

the capital improvement

SUMMARY BY TIER	
Tier	Estimated Total Project Cost
Sustainable Projects	\$22.2M
Expanded Service Projects	\$16.8M
Visionary Projects	\$140M
TOTAL	\$179M

1.6 FUNDING THE MASTER PLAN

To achieve the outcomes identified in the key findings and recommendations as presented in the Master Plan, a reliable and sustainable funding plan is needed. Staff identified and analyzed 15 primary funding sources that may be used to fund portions of the capital improvement plan as part of the Master Plan process. The following table summarizes the collective allocation of the funding sources against each of the three tiers utilized to develop the CIP.

TOTAL FUNDING ALLOCATION SUMMARY				
Tier	Estimated Total Project Cost	Other Funding Sources	Park Impact Fee Funding	Unfunded Balance
Sustainable Projects	\$22.2M	\$17.1M	\$600K	\$4.5M
Expanded Service Projects	\$16.8M	\$14.3M	\$2.5M	\$0
Visionary Projects	\$140M	\$116.6M	\$23.4M	\$0
TOTAL	\$179M	\$148M	\$26.5M	\$4.5M

As shown in the table above, there is a \$4.5M gap in funding sustainable (lifecycle replacement) projects.

1.7 IMPLEMENTING THE MASTER PLAN

The Master Plan Implementation Matrix can be utilized by the Department to develop and prioritize work plans. The key to success for the Department is to continue to build on current achievements while adding programs, services, and facility improvements that will generate revenue, reduce operational expenditures, and enhance recreation experiences for the residents of West Sacramento.



CHAPTER TWO – ECONOMIC IMPACT OF PARKS AND RECREATION

The following summarizes the research findings from 2015 when the National Recreation and Parks Association (NRPA) joined forces with the Center for Regional Analysis at George Mason University to estimate the impact of spending by local park and recreation agencies on the U.S. economy. The research adds to the growing body of evidence that the benefits of parks extend well beyond their role as a public amenity and an enhancement to quality of life in their communities.

The analyses covered three areas: a national-level study, state-level assessments, and economic impacts of selected case study parks. Key characteristics of the research include the following:

- The study is focused exclusively on the direct, indirect (business transactions of park agency vendors) and induced (employees spending their earnings) effects local and regional park agencies' spending have on economic activity. The research does not measure the effects of visitor spending or the benefits local and regional park agencies generate for the environment, health and wellness, and property values.
- Data for this analysis comes from the U.S. Census Bureau survey of local government employment and spending data from 1,169 local and regional park agencies accessed from NRPA's PRORAGIS database and/or park system budget data posted online. Data for the case study park analyses were supplied by the relevant park agencies.
- The analyses provide estimates of economic activity (output or the value of transactions), value added (equivalent to gross domestic product), labor income (salaries, wages and benefits) and employment (headcount jobs).



2.1 KEY FINDINGS FROM THE NATIONAL STUDY

The U.S. Census Bureau reports that local park and recreation agencies had nearly 371,000 people on their payrolls in 2015. That translates into nearly \$31 billion of operations spending by these agencies. That \$31 billion ripples through the U.S. economy as park and recreation employees spend their paychecks, and park and recreation agency vendors hire workers and purchase products and services to serve their clients.

As a result, \$31 billion of local park and recreation agency operations spending expanded to nearly \$91 billion in total economic activity during 2015. That activity boosted real gross domestic product (GDP) by \$48.7 billion and supported more than 732,000 jobs that accounted for nearly \$34 billion in salaries, wages and benefits across the nation.

Further, local park and recreation agencies also invested an estimated \$23.2 billion on capital programs in 2015. The capital spending led to an additional \$63.6 billion in economic activity, a contribution of \$32.3 billion to GDP, \$21.3 billion in labor-related income and nearly 378,000 jobs.

Combining the impact of operations and capital spending finds the nation's local park and recreation agencies generated \$154.4 billion in economic activity in 2015, nearly \$81.1 billion in value added and more than 1.1 million jobs that boosted labor income by \$55.1 billion. Operations and capital spending by local and regional public park agencies generated over \$154 billion in economic activity and supported almost 1.1 million jobs in 2015.

2.2 WHAT THE RESULTS MEAN

These estimates of the economic impact generated from park and recreation agency spending come from an input-output model that estimates direct, indirect and induced effects of those expenditures.

- Direct Effects are the spending by local park and recreation agencies, whether for operations or capital programs, and include spending for equipment, utilities, goods, services and personnel.
- **Indirect Effects capture the spending associated with local park and recreation agencies' vendors.** An example is an agency contracting with a local company to spray for mosquitoes. The pest control company will need to hire employees, purchase pesticides and contract with a bookkeeping service. The bookkeeping service rents office space, hires workers, and purchases office supplies, etc.
- Induced Effects reflect the impact of consumer spending (from wages) by park and recreation **agency employees and employees working for an agency's vendors.**

The model estimates the total effects on output, labor income, value added and employment. Output is essentially a measure of the value of transactions. Labor income includes salaries, wages and benefits. Value added is the measure most equivalent to GDP and includes property income, dividends, corporate profits and other measures. Employment is the number of headcount jobs. The databases used to build the economic input-output model account for fulltime versus part-time employment in the relevant sectors of the economy.

2.3 ADDITIONAL ECONOMIC BENEFITS

West Sacramento's Parks and Recreation Department generates additional economic benefits. While the figures presented in this report are significant, they represent only one aspect of the economic benefits of public parks, and consequently are conservative estimates of the full economic benefits of local parks and recreation.

Beyond the impact of local park and recreation agency spending, other critical economic contributions from public parks include:

- **Economic Development:** Parks and recreation improves the quality of life in communities and benefits the local economic development of a region. A recent survey notes that three-quarters of corporate **executives'** rate quality-of-life features as important factors when choosing a location for a headquarters, factory or other company facility.
- **Visitor Spending:** Many local park and recreation agency amenities spur tourism to their respective locales, generating significant economic activity, including (but not limited to) increased sales at local restaurants/bars and hotels. The August 2017 NRPA Park Pulse poll found that park and recreation amenities—such as beaches, parks, trails and secluded and relaxing places—are important to people when choosing a vacation destination.
- **Health and Wellness:** Parks and recreation promotes improved physical and mental health. This not only helps people feel better, but can also help lower medical and insurance costs for those people taking advantage of those facilities and activities. Three in five respondents to the November 2017 NRPA Park Pulse poll indicate they would take up walking or jogging in local parks, trails or around their neighborhoods if advised by their doctors to be more physically active.
- **Conservation and Resiliency:** **Park and recreation agencies' protection of land, water, trees,** open spaces and wildlife improves air and water quality in communities. Through effective land management methods and green infrastructure investments, parks and recreation services make communities more resilient to natural disasters, reducing disaster recovery and insurance costs, **Eighty-seven percent of respondents to the 2017 NRPA Americans' Engagement with Parks Survey** agree that their local government and local park and recreation agency should make the needed investments to ensure their communities are more resilient to natural disasters.
- **Property Values:** Economic research has demonstrated consistently that homes and properties located near parklands have higher values than those farther away. Higher home values not only benefit the owners of these properties but also add to the tax base of local governments. **Eighty-five percent of respondents to the 2017 NRPA Americans' Engagement with Parks Survey** seek high-quality park and recreation amenities when they are choosing a place to live.

2.4 SUMMARY

Park and recreation agencies advance our nation's communities in many different ways. Not only are parks leading the way in terms of conservation, health and wellness and social equity, they are also engines of significant economic activity.

The powerful impact parks and recreation has on economic activity, when combined with the ability to deliver healthier and happier communities, highlights the fact that these offerings are not merely a **"nice-to-have," luxury government service. Rather, parks and recreation is a critical aspect of what makes a city, town or county a vibrant and prosperous community.**

CHAPTER THREE - COMMUNITY PROFILE

3.1 DEMOGRAPHIC ANALYSIS

The Demographic Analysis provides an understanding of the population of West Sacramento. This analysis is reflective of the total population, and its key characteristics such as age segments, income levels, race, and ethnicity.

3.2 METHODOLOGY

Demographic data used for the analysis was obtained from U.S. Census Bureau and from ESRI, the largest research and development organization dedicated to Geographical Information Systems (GIS) and specializing in population projections and market trends. All data was acquired in September 2018 and reflects actual numbers as reported in the 2010 Censuses, and estimates for 2018 and 2023 as obtained by ESRI. Straight line linear regression was utilized for projected 2028 and 2033 demographics as park and recreation development should always be considered with an eye to the future.

3.2.1 RACE AND ETHNICITY DEFINITIONS

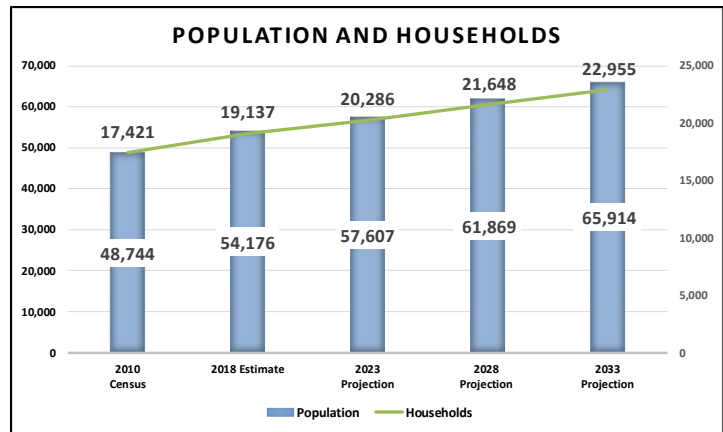
The minimum categories for data on race and ethnicity for Federal statistics, program administrative reporting, and civil rights compliance reporting are defined as below. The Census 2010 data on race are not directly comparable with data from the 2000 Census and earlier censuses; caution must be used when interpreting changes in the racial composition of the US population over time. The latest (Census 2010) definitions and nomenclature are used within this analysis.

- American Indian - This includes a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Asian - This includes a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black - This includes a person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander - This includes a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White - This includes a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Hispanic or Latino - This is an ethnic distinction, a subset of a race as defined by the Federal Government; this includes a person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.

3.3 WEST SACRAMENTO POPULACE

3.3.1 POPULATION

The City’s population has experienced a growing trend in recent years and is currently estimated at 54,176 individuals. Projecting ahead, the total population is expected to continue to grow over the next 15 years. Based on predictions through 2033, the service area is expected to have 65,914 residents living within 22,955 households.

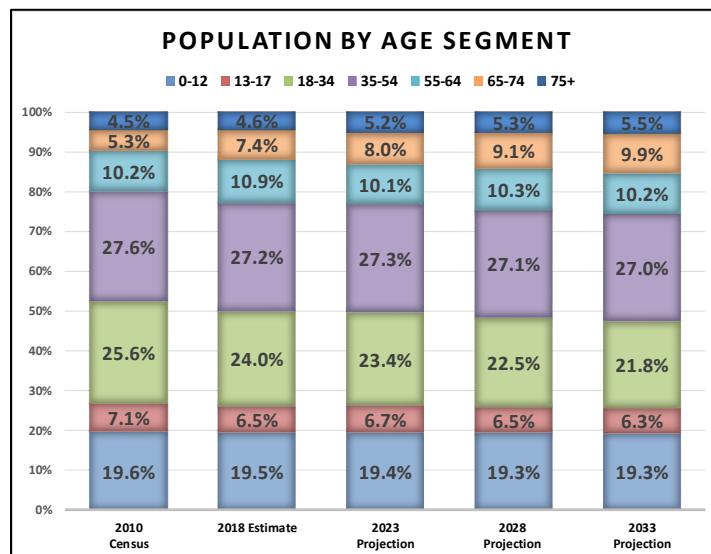


3.3.2 AGE SEGMENT

Evaluating the population by age segments, the service area exhibits a fairly balanced distribution among the major age segments. Currently, the largest age segment is the 35-54 segment, making up 27.2% of the population.

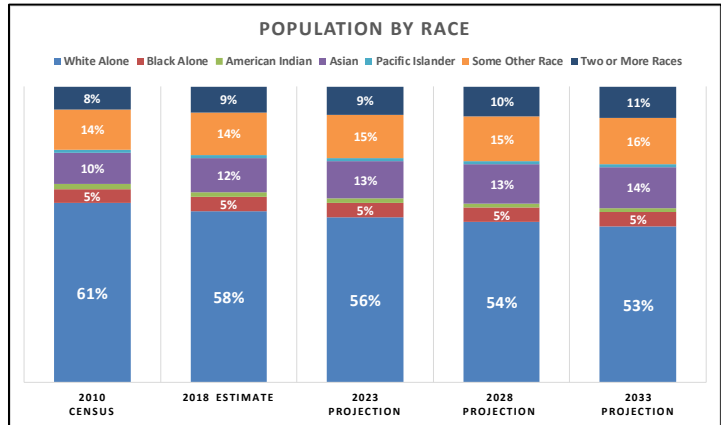
The overall age composition of the population within the City is projected to undergo a slight aging trend. While most of the younger age segments are expected to remain the same or experience slight decreases in population percentage; those who are 55 and older are projected to continue increasing over the next 15 years, making up 25.6% of the population by 2033 - an increase of 3% over 2018. This is assumed to be a consequence of a vast amount of the Baby Boomer generation shifting into the senior age segment.

Given the differences in how the active adults (55 and older) participate in recreation programs, and to **build off of the City’s Age-Friendly Action Plan**, the trend is moving toward having at least two to three different program age segments for older adults. When developing the park and recreation system, the City should evaluate recreation experiences that would cater to active adults who are 55-64, 65-74, and 75+ age segments.

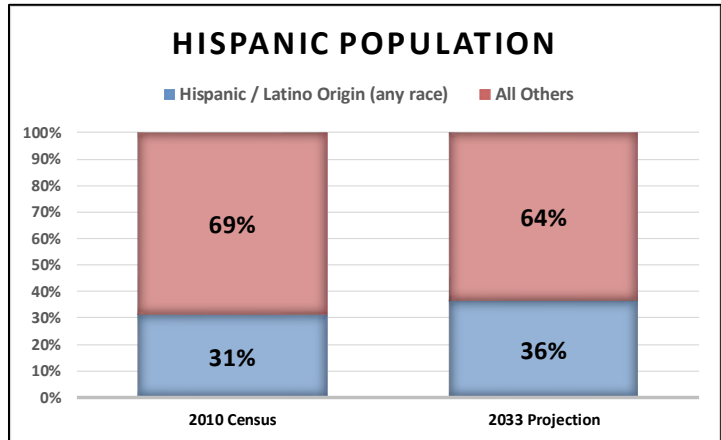


3.3.3 RACE AND ETHNICITY

In analyzing race, the service area’s current populations are predominately White Alone. The 2018 estimates show that 58% of the service area’s population falls into the White Alone category, while the Some Other Race category (14%) represents the largest minority. The predictions for 2033 expect that the service area’s population by race will diversity even further with a decrease in the White Alone population by approximately 5% and slight gains in most every other category.

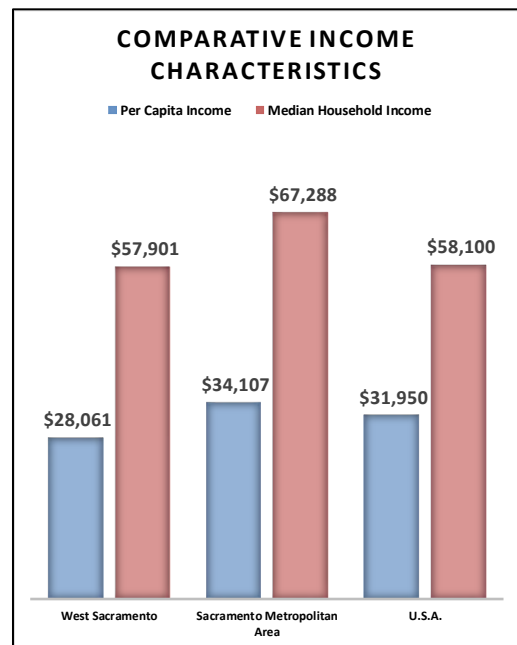


Based on the 2010 census, those of Hispanic/Latino origin represent 31% of the City’s total population. The Hispanic/Latino population is expected to experience a slight increase to 36% by 2033.



3.3.4 HOUSEHOLDS AND INCOME

As seen in chart to the right, the City’s per capita and median household income levels are slightly below the Sacramento Metropolitan Area and national averages.



3.3.5 TAPESTRY SEGMENTATION

Tapestry segmentation provides an accurate, detailed description of West Sacramento’s residents in which distinctive lifestyle segments are identified based on their socioeconomic and demographic composition.

Many jurisdictions have 10+ tapestry segments that make up the majority (50%+) of its population. West Sacramento has five segments that comprise 56.6% of its population. The five tapestry segments that make-up a majority of the City’s population are illustrated in the chart below as well as how they compare to the United States.

Tapestry Segment	% of West Sacramento Households	% of US Households
Front Porches	17.6%	1.6%
Up and Coming Families	14.1%	2.4%
Boomburbs	11.4%	1.6%
Old and Newcomers	6.8%	2.3%
Fresh Ambitions	6.7%	0.6%
Subtotal	56.6%	8.5%

Simply, the make-up of the West Sacramento is very unique. The tapestry segmentation data is useful information that can assist the department in better understanding the community that they serve.

The following provides a brief description of the five largest tapestry segments in West Sacramento.

FRONT PORCHES

Front Porches blends household types, with more young families with children or single households than average. This group is also more diverse than the US. Half of householders are renters, and many of the homes are older town homes or duplexes. Friends and family are central to Front Porches residents and help to influence household buying decisions. Residents enjoy their automobiles and like cars that are fun to drive. Income and net worth are well below the US average, and many families have taken out loans to make ends meet.

MEDIAN AGE: **34**

MEDIAN HOUSEHOLD INCOME: **\$39,000**

MARKET PROFILE:

- Go online for gaming, online dating, and chat rooms.
- Use their cell phones to redeem mobile coupons and listen to hip hop and R&B music.
- Drink energy and sports drinks.
- Participate in leisure activities including sports, indoor water parks, bingo, and video games.
- Watch Comedy Central, Nickelodeon, and PBS Kids Sprout.

UP AND COMING FAMILIES

Up and Coming Families is a market in transition—residents are younger and more mobile and ethnically diverse than the previous generation. They are ambitious, working hard to get ahead, and willing to take some risks to achieve their goals. The recession has impacted their financial well-being, but they are optimistic. Their homes are new; their families are young. And this is one of the fastest-growing markets in the country.

MEDIAN AGE: **31**

MEDIAN HOUSEHOLD INCOME: **\$64,000**

MARKET PROFILE:

- Rely on the Internet for entertainment, information, shopping, and banking.
- Prefer imported SUVs or compact cars, late models.
- Carry debt from credit card balances to student loans and mortgages, but also maintain retirement plans and make charitable contributions.
- Busy with work and family; use home and landscaping services to save time.
- Find leisure in family activities, movies at home, trips to theme parks or the zoo, and sports, from backpacking and baseball to weight lifting and yoga.

BOOMBURBS

This is the new growth market, with a profile similar to the original: young professionals with families that have opted to trade up to the newest housing in the suburbs. The original Boomburbs neighborhoods began growing in the 1990s and continued through the peak of the housing boom. Most of those neighborhoods are fully developed now. This is an affluent market but with a higher proportion of mortgages. Rapid growth still distinguishes the Boomburbs neighborhoods, although the boom is more subdued now than it was 10 years ago. So is the housing market. Residents are well-educated professionals with a running start on prosperity.

MEDIAN AGE: **34**

MEDIAN HOUSEHOLD INCOME: **\$105,000**

MARKET PROFILE:

- Boomburbs residents prefer late model imports, primarily SUVs, and also luxury cars and minivans.
- This is one of the top markets for the latest in technology, from smartphones to tablets to Internet connectable televisions.
- Style matters in the Boomburbs, from personal appearance to their homes. These consumers are still furnishing their new homes and already remodeling.
- They like to garden but more often contract for home services.
- Physical fitness is a priority, including club memberships and home equipment.
- Leisure includes a range of activities from sports (hiking, bicycling, swimming, golf) to visits to theme parks or water parks.
- Residents are generous supporters of charitable organizations.

OLD AND NEWCOMERS

This market features singles' lifestyles, on a budget. The focus is more on convenience than consumerism, economy over acquisition. Old and Newcomers is composed of neighborhoods in transition, populated by renters who are just beginning their careers or retiring. Some are still in college; some are taking adult education classes. They support environmental causes and Starbucks. Age is not always obvious from their choices.

MEDIAN AGE: **39**

MEDIAN HOUSEHOLD INCOME: **\$39,000**

MARKET PROFILE:

- Residents are strong supporters of environmental organizations.
- They prefer cell phones to landlines.
- Entertainment features the Internet (dating sites and games), movies at home, country music, and newspapers.
- Vehicles are basically just a means of transportation.
- Food features convenience, frozen and fast food.
- Banking done in person and online.

FRESH AMBITIONS

These young families, many of whom are recent immigrants, focus their life and work around their children. Fresh Ambitions residents are not highly educated, but many have overcome the language barrier and earned a high school diploma. They work overtime in service, in skilled and unskilled occupations, and spend what little they can save on their children. Multigenerational families and close ties to their culture support many families living in poverty; income is often supplemented with public assistance and Social Security. Residents spend more than one-third of their income on rent, though they can only afford to live in older row houses or multiunit buildings. They budget wisely not only to make ends meet but also to save for a trip back home.

MEDIAN AGE: 28

MEDIAN HOUSEHOLD INCOME: \$26,000

MARKET PROFILE:

- Young families are the focus; Fresh Ambitions residents must budget for baby food and disposable diapers. Baby and parenthood magazines are their chosen reading material.
- These young, newly established residents own cell phones, not landlines.
- Almost half of the households can access the Internet via home PC; Spanish-language web sites and chat rooms are popular.
- More than half of the households subscribe to a cable service; Spanish TV networks, BET, and **children's shows are popular.**
- When their budget permits, they wire money back home. Less than half of consumers own a credit card and only a quarter have opened a savings account.

3.4 WEST SACRAMENTO DEMOGRAPHIC SUMMARY

The following implications are derived from the analyses provided above. Each implication is organized by the outlined demographic information sections.

POPULATION

The population is increasing and is projected to experience 22% population growth over the next 15 years. With a growing population, park and recreation services must continue to grow to keep up with the population. Additionally, development will continue over the next 15 years and the parks and recreation system will need to strategically invest, develop, and maintain parks and facilities in relation to current and future housing development areas.

AGE SEGMENTATION

West Sacramento has a very broad age segmentation with the largest group being 35-54+ with the second largest group being 18-34. Over the next 15 years, while most of the younger age segments are expected to remain the same or experience slight decreases in population percentage; those who are 55 and older are projected to continue increasing over the next 15 years, making up 25.2% of the population by 2033 - an increase of 3% over 2018. This is significant as providing access to services and programs will need to be focused on multitude of age segments simultaneously as age segmentation is a strong determinant of recreational preferences. Equal distribution across all age segments will require the City to continue to provide programs, services, parks and facilities that appeal to all residents of the community.

RACE AND ETHNICITY

A diversifying population will likely focus the City on providing traditional and non-traditional programming and service offerings while always seeking to identify emerging activities and sports.

HOUSEHOLDS AND INCOME

With median and per capita household income averages below the regional averages and in-line with national averages, it will be important for the City to prioritize program offerings that are first class with exceptional customer service while strategically seeking to generate modest revenue through user fees to offset a minimum of 50% of Recreation Division expenditures.

TAPESTRY SEGMENTATION

With a highly unique tapestry segmentation, it will be important for the City to recognize the differences in life modes of West Sacramento residents and how these life modes impact recreational and marketing preferences.

3.5 NATIONAL RECREATION TRENDS ANALYSIS

The national recreation trends analysis helps to provide an understanding of national, regional, and local recreational trends and how these trends may influence local need. This analysis examines participation trends, activity levels, and programming trends. It is important to note that all trends are based on current and/or historical patterns and participation rates.

3.5.1 NATIONAL TRENDS IN RECREATION

METHODOLOGY

The Sports & Fitness Industry Association's (SFIA) *Sports, Fitness & Recreational Activities Topline Participation Report 2018* was utilized in evaluating the following trends:

- National Trends in Sport and Fitness Participation
- Core vs. Casual Participation
- Activity by Generation

The study is based on findings from surveys carried out in 2017 and the beginning of 2018 by the Physical Activity Council, resulting in a total of 30,999 online interviews - both individual and household surveys. A sample size of 30,999 completed interviews is considered by SFIA to result in a high degree of statistical accuracy. A sport with a participation rate of five percent has a confidence interval of plus or minus 0.27 percentage points at a 95 percent confidence interval. Using a weighting technique, survey results are applied to the total U.S. population figure of 298,325,103 people (ages six and older). The purpose of the report is to establish levels of activity and identify key participatory trends in recreation across the U.S.

CORE VS. CASUAL PARTICIPATION

In addition to overall participation rates, SFIA further categorizes active participants as either core or casual participants based on frequency. Core participants have higher participatory frequency than casual participants. The thresholds that define casual versus core participation may vary based on the nature of each individual activity. For instance, core participants engage in most fitness and recreational activities more than 50 times per year, while for sports, the threshold for core participation is typically 13 times per year.

In a given activity, core participants are more committed and tend to be less likely to switch to other activities or become inactive (engage in no physical activity) than casual participants. This may also explain why activities with more core participants tend to experience less pattern shifts in participation rates than those with larger groups of casual participants.

INACTIVITY RATES / ACTIVITY LEVEL TRENDS

SFIA also categorizes participation rates by intensity, dividing activity levels into five categories based on the caloric implication (i.e., high calorie burning, low/med calorie burning, or inactive) and the frequency of participation (i.e., 1-50 times, 50-150 times, or above) for a given activity. Participation rates are expressed as 'super active' or 'active to a healthy level' (high calorie burning, 151+ times), 'active' (high calorie burning, 50-150 times), 'casual' (high calorie burning, 1-50 times), 'low/med calorie burning', and 'inactive'. These participation rates are then assessed based on the total population trend over the last five years, as well as breaking down these rates by generation.

3.5.2 NATIONAL SPORT AND FITNESS PARTICIPATORY TRENDS

NATIONAL TRENDS IN GENERAL SPORTS

The sports most heavily participated in the United States were Golf (23.8 million in 2016) and Basketball (23.4 million), which have participation figures well in excess of the other activities within the general sports category. The popularity of Golf and Basketball can be attributed to the ability to compete with relatively small number of participants. Even though Golf has experienced a recent decrease in participation, it still continues to benefit from its wide age segment appeal and is considered a life-long sport. **Basketball's success can be attributed to the limited amount of equipment needed to participate** and the limited space requirements necessary, which make basketball the only traditional sport that can be played at the majority of American dwellings as a drive-way pickup game.

While Tennis and Baseball rank 3rd and 4th respectively in terms of total participation, it is important to recognize how the participation levels have changed over the last five years. While Tennis has seen a 3.9% increase in the last five years in total participation, Baseball participation has increased by 20.5% during the same time period.

Since 2012, Rugby and other niche sports, like Boxing, Lacrosse, and Roller Hockey have seen strong growth. Rugby has emerged as the overall fastest growing sport, as it has seen participation levels rise by 82.8% over the last five years. Based on the five-year trend, Boxing for Competition (42.6%), Lacrosse (35.1%), and Roller Hockey (34.2%) have also experienced significant growth. In the most recent year, the fastest growing sports were Boxing for Competition (13.1%) and Pickleball (11.3%).

During the last five years, the sports that are most rapidly declining include Ultimate Frisbee (-39.1%), Touch Football (-22.8%), Tackle Football (-16.0%), and Racquetball (-13.4%). For the most recent year, Ultimate Frisbee (-14.9%), Badminton (-12.6%), Gymnastics (-10.7%), and Volleyball-Sand/Beach (-9.9%) underwent the largest declines.

In general, the most recent year shares a similar pattern with the five-year trends; suggesting that the increasing participation rates in certain activities have yet to peak in sports like Rugby, Lacrosse, Field Hockey, and Competitive Boxing. However, some sports that increased rapidly over the past five years have experienced recent decreases in participation, including Squash, Ice Hockey, Roller Hockey and Volleyball-Sand/Beach. The reversal of the five-year trends in these sports may be due to a relatively low user base (ranging from 1-5 million) and could suggest that participation in these activities may have peaked.

CORE VS. CASUAL TRENDS IN GENERAL SPORTS

The most popular team sports, such as Basketball and Baseball, have a larger core participant base (engaged 13+ times annually) than casual participant base (engaged at least 1 time annually). Less mainstream, less organized sports such as Ultimate Frisbee, Roller Hockey, Squash, and Boxing for Competition have larger casual participation. Although these sports increased in participation over the last five years, the newcomers were mostly casual participants that may be more inclined to switch to other sports or fitness activities, resulting in the declining one-year trends.

National Participatory Trends - General Sports					
Activity	Participation Levels			% Change	
	2012	2016	2017	5-Year Trend	1-Year Trend
Golf * (2011, 2015, and 2016 data)	25,682	24,120	23,815	-7.3%	-1.3%
Basketball	23,708	22,343	23,401	-1.3%	4.7%
Tennis	17,020	18,079	17,683	3.9%	-2.2%
Baseball	12,976	14,760	15,642	20.5%	6.0%
Soccer (Outdoor)	12,944	11,932	11,924	-7.9%	-0.1%
Softball (Slow Pitch)	7,411	7,690	7,283	-1.7%	-5.3%
Football, Flag	5,865	6,173	6,551	11.7%	6.1%
Badminton	7,278	7,354	6,430	-11.7%	-12.6%
Volleyball (Court)	6,384	6,216	6,317	-1.0%	1.6%
Football, Touch	7,295	5,686	5,629	-22.8%	-1.0%
Soccer (Indoor)	4,617	5,117	5,399	16.9%	5.5%
Football, Tackle	6,220	5,481	5,224	-16.0%	-4.7%
Volleyball (Sand/Beach)	4,505	5,489	4,947	9.8%	-9.9%
Gymnastics	5,115	5,381	4,805	-6.1%	-10.7%
Track and Field	4,257	4,116	4,161	-2.3%	1.1%
Cheerleading	3,244	4,029	3,816	17.6%	-5.3%
Racquetball	4,070	3,579	3,526	-13.4%	-1.5%
Pickleball	N/A	2,815	3,132	N/A	11.3%
Ultimate Frisbee	5,131	3,673	3,126	-39.1%	-14.9%
Ice Hockey	2,363	2,697	2,544	7.7%	-5.7%
Softball (Fast Pitch)	2,624	2,467	2,309	-12.0%	-6.4%
Lacrosse	1,607	2,090	2,171	35.1%	3.9%
Wrestling	1,922	1,922	1,896	-1.4%	-1.4%
Roller Hockey	1,367	1,929	1,834	34.2%	-4.9%
Rugby	887	1,550	1,621	82.8%	4.6%
Field Hockey	1,237	1,512	1,596	29.0%	5.6%
Squash	1,290	1,549	1,492	15.7%	-3.7%
Boxing for Competition	959	1,210	1,368	42.6%	13.1%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

*2017 information not available for **Golf**. Information to be released by National Golf Foundation. Participation figures above reflect 2011, 2015, and 2016 data.

NATIONAL TRENDS IN GENERAL FITNESS

Overall, national participatory trends in fitness have experienced strong growth in recent years. Many of these activities have become popular due to an increased interest among Americans to improve their health and enhance quality of life by engaging in an active lifestyle. These activities also have very few barriers to entry, which provides a variety of options that are relatively inexpensive to participate in and can be performed by most individuals.

The most popular fitness activity, by far, is Fitness Walking, which had about 110.8 million participants in 2017, increasing 2.7% from the previous year. Other leading fitness activities based on total number of participants include Treadmill (52.9 million), Free Weights (52.2 million), Running/Jogging (50.7 million), Weight/Resistance Machines (36.2 million), and Stationary Cycling (36.0 million).

Over the last five years, the activities growing most rapidly are Non-Traditional / Off-Road Triathlons (74.7%), Trail Running (57.6%), and Aerobics (32.7%). Over the same time frame, the activities that have undergone the most decline include: Boot Camps Style Cross Training (-11.3%), Stretching (-7.5%), and Weight/Resistance Machines (-6.9%).

CORE VS. CASUAL TRENDS IN GENERAL FITNESS

It should be noted that many of the activities that are rapidly growing have a relatively low user base, which allows for more drastic shifts in terms of percentage, especially for five-year trends. Increasing casual participants may also explain the rapid growth in some activities. For instance, core/casual participation trends showed that over the last five years, casual participants increased drastically in Non-Traditional/ Off Road (119.6%) and Tai Chi (26.9%), while the core participant base of both activities experienced significantly less growth.



National Participatory Trends - General Fitness					
Activity	Participation Levels			% Change	
	2012	2016	2017	5-Year Trend	1-Year Trend
Fitness Walking	114,029	107,895	110,805	-2.8%	2.7%
Treadmill	50,839	51,872	52,966	4.2%	2.1%
Free Weights (Dumbbells/Hand Weights)	N/A	51,513	52,217	N/A	1.4%
Running/Jogging	51,450	47,384	50,770	-1.3%	7.1%
Weight/Resistant Machines	38,999	35,768	36,291	-6.9%	1.5%
Stationary Cycling (Recumbent/Upright)	35,987	36,118	36,035	0.1%	-0.2%
Stretching	35,873	33,771	33,195	-7.5%	-1.7%
Elliptical Motion Trainer*	28,560	32,218	32,283	13.0%	0.2%
Free Weights (Barbells)	26,688	26,473	27,444	2.8%	3.7%
Yoga	23,253	26,268	27,354	17.6%	4.1%
Calisthenics/Bodyweight Exercise	N/A	25,110	24,454	N/A	-2.6%
Choreographed Exercise	N/A	21,839	22,616	N/A	3.6%
Aerobics (High Impact)	16,178	21,390	21,476	32.7%	0.4%
Stair Climbing Machine	12,979	15,079	14,948	15.2%	-0.9%
Cross-Training Style Workout	N/A	12,914	13,622	N/A	5.5%
Stationary Cycling (Group)	8,477	8,937	9,409	11.0%	5.3%
Trail Running	5,806	8,582	9,149	57.6%	6.6%
Pilates Training	8,519	8,893	9,047	6.2%	1.7%
Cardio Kickboxing	6,725	6,899	6,693	-0.5%	-3.0%
Boot Camp Style Cross-Training	7,496	6,583	6,651	-11.3%	1.0%
Martial Arts	5,075	5,745	5,838	15.0%	1.6%
Boxing for Fitness	4,831	5,175	5,157	6.7%	-0.3%
Tai Chi	3,203	3,706	3,787	18.2%	2.2%
Barre	N/A	3,329	3,436	N/A	3.2%
Triathlon (Traditional/Road)	1,789	2,374	2,162	20.8%	-8.9%
Triathlon (Non-Traditional/Off Road)	1,075	1,705	1,878	74.7%	10.1%

NOTE: Participation figures are in 000's for the US population ages 6 and over

Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)
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*Cardio Cross Trainer is merged to Elliptical Motion Trainer



NATIONAL TRENDS IN OUTDOOR RECREATION

Results from the SFIA report demonstrate a contrast of growth and decline in participation regarding outdoor/adventure recreation activities. Much like the general fitness activities, these activities encourage an active lifestyle, can be performed individually or within a group, and are not as limited by time constraints.

In 2017, the most popular activities, in terms of total participants, from the outdoor / adventure recreation category include: Day Hiking (44.9 million), Road Bicycling (38.8 million), Freshwater Fishing (38.3 million), and Camping within ¼ mile of Vehicle/Home (26.2 million).

From 2012-2017, BMX Bicycling (83.4%), Adventure Racing (56.3%), Backpacking Overnight (38.3%), and Day Hiking (30.1%) have undergone the largest increases in participation. Similarly, in the last year, activities growing most rapidly include: BMX Bicycling (10.0%), Backpacking Overnight (8.1%), and Day Hiking (6.6%).

The five-year trend shows activities declining most rapidly were In-Line Roller Skating (-20.7%), Camping within ¼ mile of Home/Vehicle (-16.5%), and Birdwatching (-9.2%). More recently, activities experiencing the largest declines were Adventure Racing (-15.7%), Traditional Climbing (-9.4%), and In-Line Roller Skating (-2.1%).

CORE VS. CASUAL TRENDS IN OUTDOOR RECREATION

The national trend of outdoor activities participation is on the rise. All activities, except for In-Line Roller Skating and Freshwater Fishing, underwent increases in casual participation over the last five years. Any decline in participation over the last five years was mainly ascribed to decreases in core participants for activities such as In-Line Roller Skating (-32.6%), Skateboarding (-10.7%), Road Bicycling (-10.4%), Camping Recreational Vehicle (-10.0%), and Archery (-3.2%).

National Participatory Trends - Outdoor / Adventure Recreation					
Activity	Participation Levels			% Change	
	2012	2016	2017	5-Year Trend	1-Year Trend
Hiking (Day)	34,519	42,128	44,900	30.1%	6.6%
Bicycling (Road)	39,790	38,365	38,866	-2.3%	1.3%
Fishing (Freshwater)	39,002	38,121	38,346	-1.7%	0.6%
Camping (< 1/4 Mile of Vehicle/Home)	31,454	26,467	26,262	-16.5%	-0.8%
Camping (Recreational Vehicle)	15,903	15,855	16,159	1.6%	1.9%
Fishing (Saltwater)	12,000	12,266	13,062	8.9%	6.5%
Birdwatching (>1/4 mile of Vehicle/Home)	13,535	11,589	12,296	-9.2%	6.1%
Backpacking Overnight	7,933	10,151	10,975	38.3%	8.1%
Bicycling (Mountain)	7,265	8,615	8,609	18.5%	-0.1%
Archery	7,173	7,903	7,769	8.3%	-1.7%
Fishing (Fly)	5,848	6,456	6,791	16.1%	5.2%
Skateboarding	6,227	6,442	6,382	2.5%	-0.9%
Roller Skating, In-Line	6,647	5,381	5,268	-20.7%	-2.1%
Bicycling (BMX)	1,861	3,104	3,413	83.4%	10.0%
Adventure Racing	1,618	2,999	2,529	56.3%	-15.7%
Climbing (Traditional/Ice/Mountaineering)	2,189	2,790	2,527	15.4%	-9.4%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

NATIONAL TRENDS IN AQUATIC ACTIVITY

Swimming is unquestionably a lifetime sport, which is most likely why it has experienced such strong participation growth among the American population. In 2017, Fitness Swimming is the absolute leader in overall participation (27.1 million) for aquatic activities, due in large part to its broad, multigenerational appeal. In the most recent year, Fitness Swimming reported the strongest growth (2.0%) among aquatic activities, while Aquatic Exercise and Competitive Swimming experienced decreases in participation.

Aquatic Exercise has had a strong participation base of 10.4 million, however it also has recently experienced a slight decrease in participants (-1.1%). Based on previous trends, this activity could **rebound in terms of participation due largely to ongoing research that demonstrates the activity’s great therapeutic benefit** coupled with increased life expectancies and a booming senior population. Aquatic Exercise has paved the way as a less stressful form of physical activity, while allowing similar benefits as land-based exercises, such as aerobic fitness, resistance training, flexibility, and balance. Doctors are still recommending Aquatic Exercise for injury rehabilitation, mature patients, and patients with bone or joint problems. Compared to a standard workout, Aquatic Exercise can significantly reduce stress placed on weight-bearing joints, bones, and muscles, while also reducing swelling.

National Participatory Trends - Aquatics					
Activity	Participation Levels			% Change	
	2012	2016	2017	5-Year Trend	1-Year Trend
Swimming (Fitness)	23,216	26,601	27,135	16.9%	2.0%
Aquatic Exercise	9,177	10,575	10,459	14.0%	-1.1%
Swimming (Competition)	2,502	3,369	3,007	20.2%	-10.7%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

CORE VS. CASUAL TRENDS IN AQUATIC ACTIVITY

While all activities have undergone increases in participation over the last five years, most recently, casual participation (1-49 times) is increasing much more rapidly than core participation (50+ times). For the five-year timeframe, casual participants of Competition Swimming increased by 56.2%, Aquatic Exercise by 24.8%, and Fitness Swimming by 21.0%. However, core participants of Competition Swimming decreased by -6.5% and Aquatic Exercise declined by -4.6% (from 2012 to 2017).

NATIONAL TRENDS IN WATER SPORTS / ACTIVITIES

The most popular water sports / activities based on total participants in 2017 were Recreational Kayaking (10.5 million), Canoeing (9.2 million), and Snorkeling (8.3 million). It should be noted that water activity participation tends to vary based on regional, seasonal, and environmental factors. A region with more water access and a warmer climate is more likely to have a higher participation rate in water activities than a region that has long winter seasons or limited water access. Therefore, when assessing trends in water sports and activities, it is important to understand that fluctuations may be the result of environmental barriers which can greatly influence water activity participation.

Over the last five years, Stand-Up Paddling (138.9%) was by far the fastest growing water activity, followed by White Water Kayaking (33.1%), Recreational Kayaking (28.7%), and Sea/Tour Kayaking (20.8%). Although the five-year trends show water sport activities are getting more popular, the most recent year shows a different trend. From 2016-2017 Stand-Up Paddling Recreational Kayaking reflect much slower increases in participation (3.3% and 5.2%), while White Water Kayaking (-2.0%), Sea/Tour Kayaking (-5.4%) both show decreases in participation numbers.

From 2012-2017, activities declining most rapidly were Jet Skiing (-22.6%), Water Skiing (-19.4%), and Wakeboarding (-10.8%). In the most recent year, activities experiencing the greatest declines in participation included: Boardsailing/Windsurfing (-9.4%), Canoeing (-8.2%), and Scuba Diving (-7.6%).

National Participatory Trends - Water Sports / Activities					
Activity	Participation Levels			% Change	
	2012	2016	2017	5-Year Trend	1-Year Trend
Kayaking (Recreational)	8,187	10,017	10,533	28.7%	5.2%
Canoeing	9,813	10,046	9,220	-6.0%	-8.2%
Snorkeling	8,664	8,717	8,384	-3.2%	-3.8%
Jet Skiing	6,996	5,783	5,418	-22.6%	-6.3%
Sailing	3,841	4,095	3,974	3.5%	-3.0%
Water Skiing	4,434	3,700	3,572	-19.4%	-3.5%
Rafting	3,756	3,428	3,479	-7.4%	1.5%
Stand-Up Paddling	1,392	3,220	3,325	138.9%	3.3%
Wakeboarding	3,368	2,912	3,005	-10.8%	3.2%
Kayaking (Sea/Touring)	2,446	3,124	2,955	20.8%	-5.4%
Scuba Diving	2,781	3,111	2,874	3.3%	-7.6%
Surfing	2,545	2,793	2,680	5.3%	-4.0%
Kayaking (White Water)	1,878	2,552	2,500	33.1%	-2.0%
Boardsailing/Windsurfing	1,372	1,737	1,573	14.7%	-9.4%
NOTE: Participation figures are in 000's for the US population ages 6 and over					
Legend:	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)	

CORE VS. CASUAL TRENDS IN WATER SPORTS / ACTIVITIES

As mentioned previously, regional, seasonal, and environmental limiting factors may influence the participation rate of water sport and activities. These factors may also explain why all water-based activities have more casual participants than core participants, since frequencies of activities may be constrained by uncontrollable factors.

ACTIVITY BY GENERATION

Analyzing participation by age for recreational activities reveals that fitness and outdoor sports were the most common activities across all generations. Breaking down activity level by generation shows a converse correlation between age and healthy activity rates.

Generation Z (born 2000+) were the most active, with only 17.6% identifying as inactive. Approximately 65% of individuals within this generation were active in 2017; with 26.3% being active to a healthy level, 18.5% being active & high calorie, and 20.1% being casual active & low/med calorie.

Millennials (born 1980-1999) - Almost half (46.7%) of millennials were active to a healthy level (35.4%) or active & high calorie (11.3%), while 24.0% claimed they were inactive. Even though this inactive rate is much **higher than Generation Z's (17.6%), it is still below the national inactive rate (28%)**.

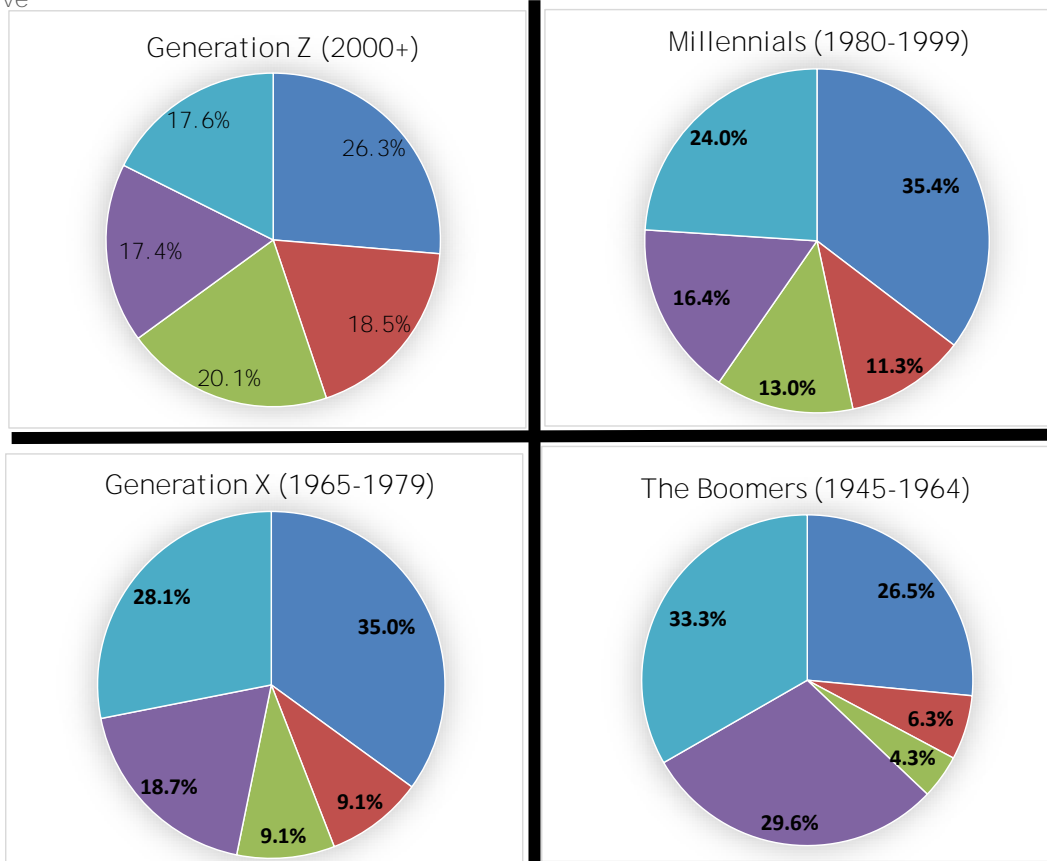
Generation X (born 1965-1979) has the second highest active to a healthy level rate (35.0%) among all generations, only being 0.4% less than Millennials. At the same time, they also have the second highest inactive rate, with 28.1% not active at all.

The Boomers (born 1945-1964) were the least active generation, with an inactive rate of 33.3%. This age group tends to participate in less intensive activities. Approximately 34% claimed to engage in casual & low/med calorie (4.3%) or low/med calorie (29.6%) burning activities.

2017 PARTICIPATION RATES BY GENERATION

US population, Ages 6+

- active to a healthy level
- active & high calorie
- casual & low/med calorie
- low/med calorie
- inactive

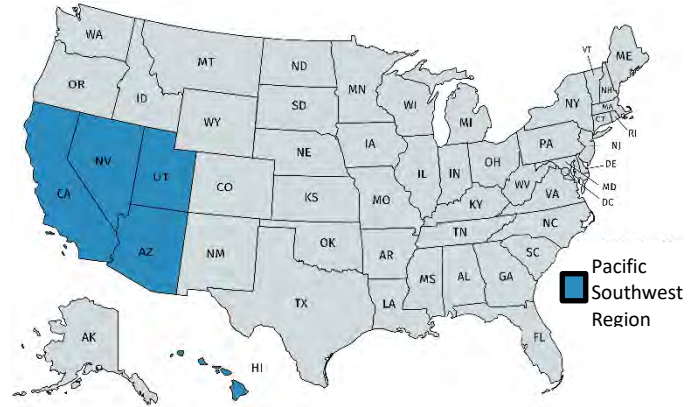


*Times per year: casual (1-50), active (51-150), active to healthy level (151+)

3.5.3 NATIONAL AND REGIONAL PROGRAMMING TRENDS

PROGRAMS OFFERED BY PARK AND RECREATION AGENCIES (PACIFIC SOUTHWEST REGION)

NRPA’s *Agency Performance Review 2018* summarize key findings from NRPA Park Metrics, which is a benchmark tool that compares the management and planning of operating resources and capital facilities of park and recreation agencies. The report contains data from 1,069 park and recreation agencies across the U.S. as reported between 2015 and 2017.



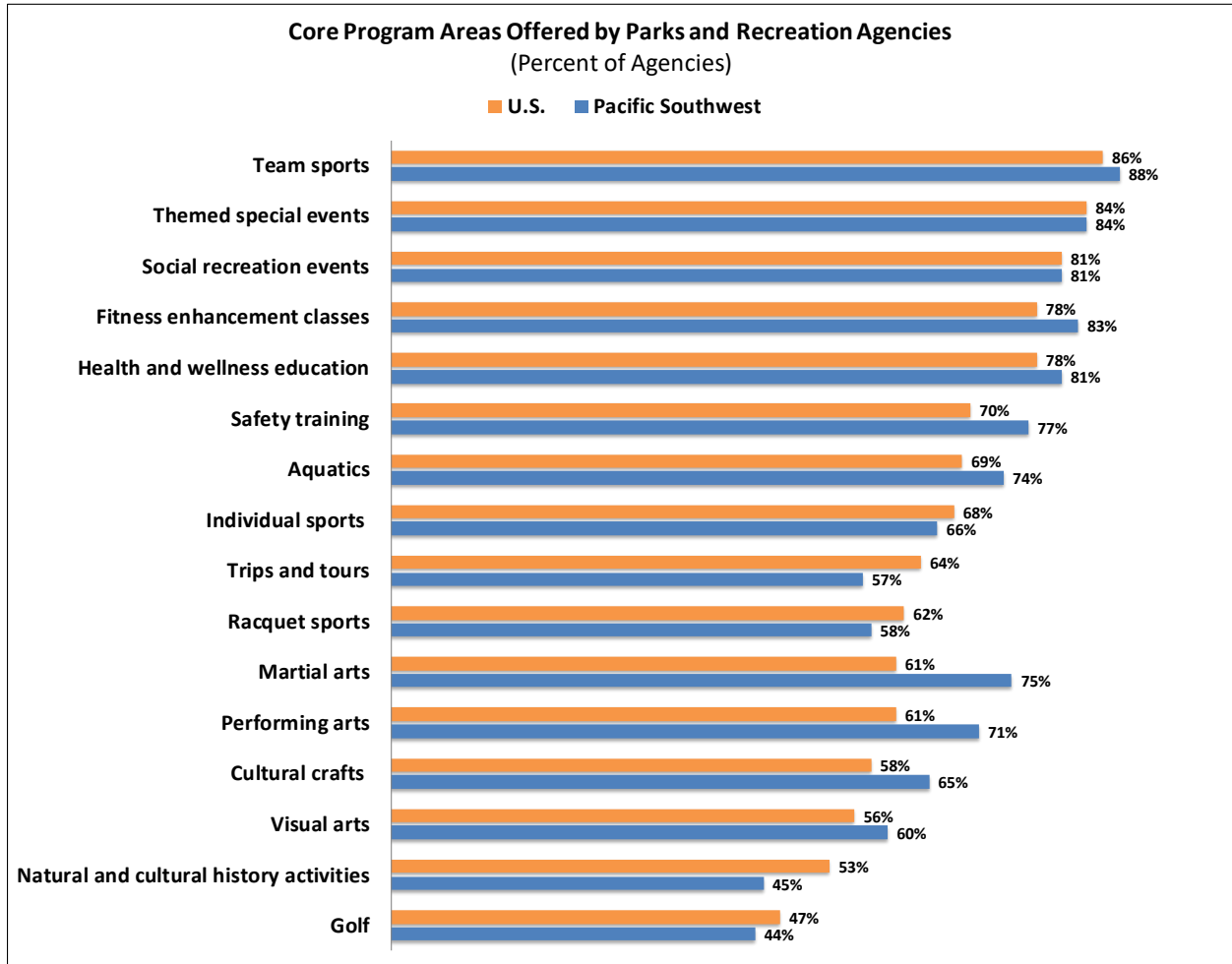
The report shows that the typical agencies (i.e., those at the median values) offer 161 programs annually, with roughly 60% of those programs being fee-based activities/events.

According to the information reported to the NRPA, the top five programming activities most frequently offered by park and recreation agencies, both in the U.S. and regionally, are described in the table below.

When comparing Pacific Southwest agencies to the U.S. average, team sports, themed special events, social recreation events, fitness enhancement classes, and health and wellness education were all identified as the top five most commonly provided program areas offered regionally and nationally.

Top 5 Most Offered Core Program Areas (Offered by Parks and Recreation Agencies)	
U.S. (% of agencies offering)	Pacific Southwest Region (% of agencies offering)
<ul style="list-style-type: none"> • Team sports (86%) 	<ul style="list-style-type: none"> • Team sports (88%)
<ul style="list-style-type: none"> • Themed special events (84%) 	<ul style="list-style-type: none"> • Themed special events (84%)
<ul style="list-style-type: none"> • Social recreation events (81%) 	<ul style="list-style-type: none"> • Fitness enhancement classes (83%)
<ul style="list-style-type: none"> • Fitness enhancement classes (78%) 	<ul style="list-style-type: none"> • Social recreation events (81%)
<ul style="list-style-type: none"> • Health and wellness education (78%) 	<ul style="list-style-type: none"> • Health and wellness education (81%)

In general, Pacific Southwest park and recreation agencies offered programs at a slightly higher rate than the national average. Based on a discrepancy threshold of 5% or more, Pacific Southwest agencies are offering fitness enhancement classes, safety training, aquatics, martial arts, performing arts, and cultural crafts at a higher rate than the national average. Contradictory, the Pacific Southwest Region is trailing the national average in regards to trips and tours and natural and cultural history activities. A complete comparison of regional and national programs offered by agencies can be found below.



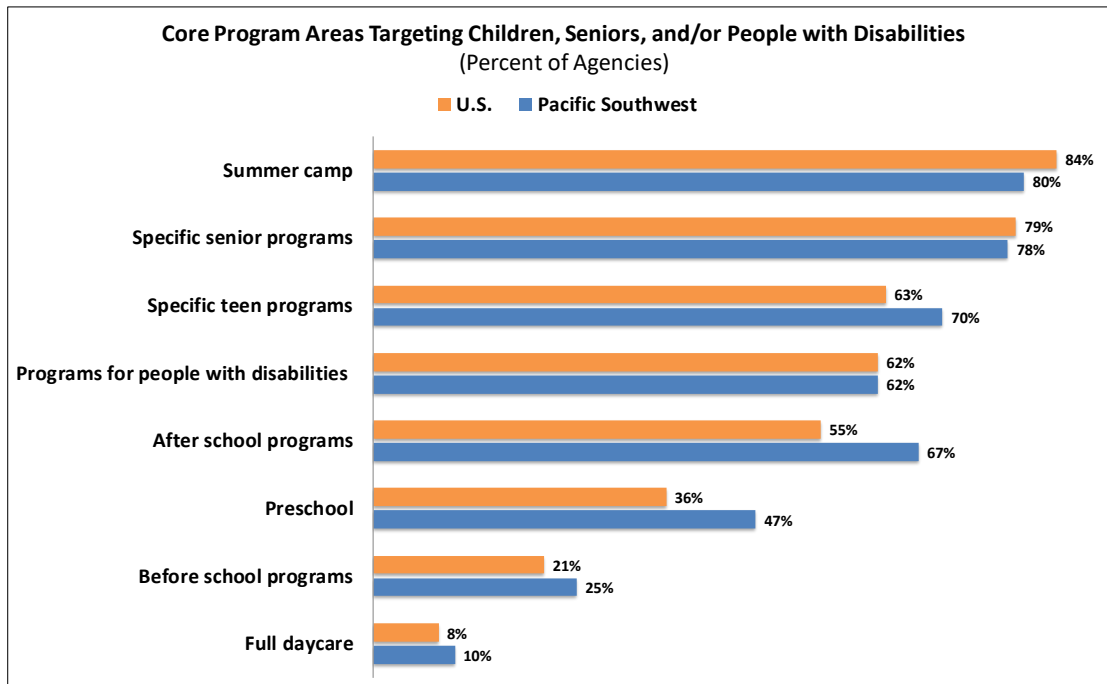
TARGETED PROGRAMS FOR CHILDREN, SENIORS, AND PEOPLE WITH DISABILITIES

For better understanding of targeted programs by age segment, the NRPA also tracks program offerings that cater specifically to children, seniors, and people with disabilities, on a national and regional basis. This allows for further analysis of these commonly targeted populations. According to the 2018 NRPA Agency Performance Review, approximately 79% of agencies offer dedicated senior programming, while 62% of park and recreation agencies provide adaptive programming for individuals with disabilities.

Based on information reported to the NRPA, the top three activities that target children, seniors, and/or people with disabilities most frequently offered by park and recreation agencies are described in the table below.

Top 3 Most Offered Core Program Areas (Targeting Children, Seniors, and/or People with Disabilities)	
U.S. (% of agencies offering)	Pacific Southwest Region (% of agencies offering)
<ul style="list-style-type: none"> • Summer camp (84%) 	<ul style="list-style-type: none"> • Summer camp (80%)
<ul style="list-style-type: none"> • Senior programs (79%) 	<ul style="list-style-type: none"> • Senior programs 78%)
<ul style="list-style-type: none"> • Teen programs (63%) 	<ul style="list-style-type: none"> • Teen programs (70%)

Agencies in the Pacific Southwest tend to offer targeted programs at a significantly higher rate than the national average. This is especially evident when looking at specific teen programs, after school programs, and preschool school programs. A complete comparison of regional and national programs offered by agencies can be found below.



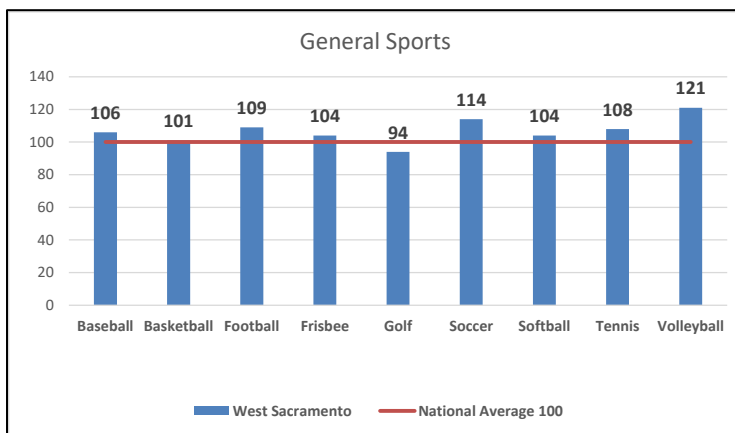
3.6 LOCAL SPORT AND MARKET POTENTIAL

The following charts show sport and leisure market potential data from ESRI. A Market Potential Data (MPI) measures the probable demand for a product or service within the City and its surrounding service area. The MPI shows the likelihood that an adult resident of the target area will participate in certain activities when compared to the US National average. The national average is 100, therefore numbers below 100 would represent a lower than average participation rate, and numbers above 100 would represent higher than average participation rate. The service area is compared to the national average in three (3) categories - general sports, fitness and outdoor activity.

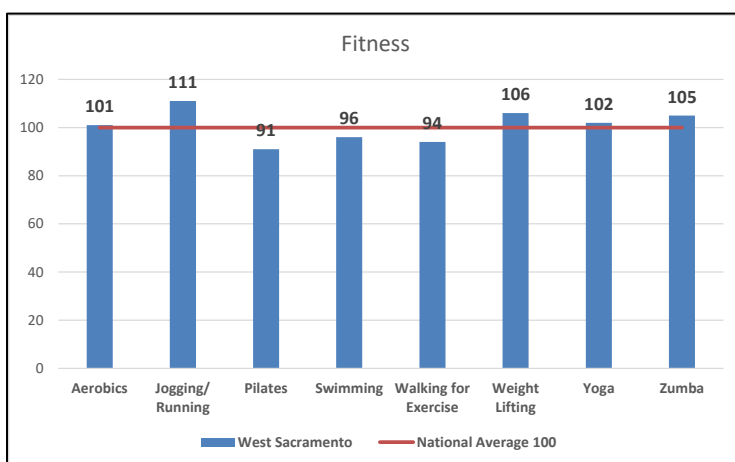
Overall, West Sacramento demonstrates average market potential index (MPI) numbers. Looking at the three categories (general sports, fitness and outdoor activity), even though they each have a few activities with MPI scores below the national averages, a **majority of the activities' MPI scores fall above 100+**. These overall MPI scores show that West Sacramento has relatively strong participation rates when it comes to recreational activities. This becomes significant for when the City considers building new facilities or starting up new programs; giving them a strong tool to estimate resident attendance.

High index numbers (100+) are significant because they demonstrate that there is a greater potential that residents of the service area will actively participate in offerings provided by the City.

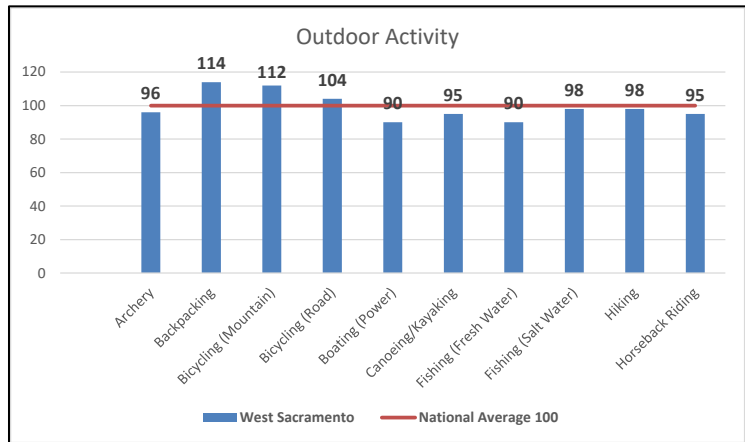
3.6.1 GENERAL SPORTS MPI



3.6.2 GENERAL FITNESS MPI



3.6.3 OUTDOOR ACTIVITY MPI



3.7 SUMMARY

It is critically important for the West Sacramento Parks and Recreation Department to understand the local and national participation trends in recreation activities. In doing so, the Department can gain general insight into the lifecycle stage of recreation programs and activities (emerging, stable and declining) and thereby anticipate potential changes in need and demand for the programs and activities that it provides to the residents of West Sacramento. Here are some major takeaways for local and national recreation trends:

- Golf remained the most popular sport both nationally and locally.
- Nationally, rugby has emerged as the overall fastest growing sport over the past five years and though it has yet to make its presence felt in West Sacramento.
- Ultimate Frisbee, tackle football and touch football are losing participants both locally and nationally.
- All listed aquatic activities have experienced strong participation growth, both locally and nationally. Swimming on a team saw significant increases in casual participation.
- Fitness walking remained the most popular fitness activity nationally and will likely grow in popularity in West Sacramento as the trail system expands over the next 10 years.
- Outdoor recreational activities are on the rise nationally. Hiking is extremely popular both nationally and locally.
- Based on national measurements, income level has a negative impact on inactivity rate. Lower income households tend to have higher inactivity rate. Age is also a significant factor to inactivity level. Generation Z (age 6-17) had the lowest inactivity rate while the boomers (age 55+) had the highest inactivity rate.
- Besides income and age factors, non-participants are more likely to join sports or fitness activities if a friend accompanies them.
- Ownership of health and fitness tracking devices has increased in recent years.

CHAPTER FOUR - COMMUNITY NEEDS ASSESSMENT

The efforts in creating this Master Plan were based in an evaluation of existing resources and capacity as well as community input. Thus, a key consideration to creating a vision for parks and recreation in West Sacramento is to understand current community values, needs, and desires. The assessment of these values is accomplished by triangulating information generated from focus groups with staff, public input received via the project website, a statistically valid survey, and reinforced through intercept and electronic surveys. The surveys were written to reflect issues and wishes that emerged from the qualitative data gathered through discussions with staff. Triangulation occurs when findings of the qualitative work is supported by the quantitative work. The following sections discuss this process and resulting findings.

4.1 QUALITATIVE INPUT SUMMARY

In the fall of 2017, the consultant team conducted a series of focus group meetings in partnership with City staff that included representatives from various stakeholder groups, including WUSD, the Chamber of Commerce, athletic organizations and the development community, and launched the project website, which included survey and input opportunities. The results of these focus group discussions, as well as the input received via the project website, were condensed to a series of key themes that emerged.

Discussion with staff, community leaders and citizens revealed the following key themes related to parks and recreation in West Sacramento.

ECONOMIC DEVELOPMENT THROUGH PARK DEVELOPMENT

Opportunity exists for park development to enhance and/or advance economic development. There is also an opportunity for economic development to enhance and support park development.

- Parks and recreation can play a significant role in business attraction, residential development, and the overall quality of life attributes desired by the community.
- **Investment in parks reflects the community’s value set and the City’s overall attitude of being an active player in the betterment of the community.**
- The development of parks along the waterfront that can serve as an economic catalyst, including the new Central Park concept, which offers unique, urban recreation experiences.

INVESTING IN THE EXISTING PARKS SYSTEM

- Continue to focus on reinvesting in, and maintaining existing parks.
- Opportunities exist to, in part, help meet the athletic field needs of the community, in partnership with Washington Unified School District (i.e. Bryte Park, Elkhorn Park, Alyce Norman, and other potential sites).

TRAILS AND CONNECTIVITY

- Desire for a connected, accessible recreational trail system that also supports active transportation and Safe Routes to School initiatives.

ADVOCACY AND AWARENESS

- Increased communication/marketing is needed to develop more advocacy for, and the awareness of, the parks and recreation system.

FUNDING THE PARKS AND RECREATION SYSTEM

- Creative and multiple funding strategies are required to meet the needs of the community.
- **Focus on opportunities to expand the City’s partnership with Washington Unified School District** to meet the recreation and athletic field needs of students and the community as a whole.
- Securing grant funding through multiple State-funded grant programs will be critical for funding park developments over the next 10 years.

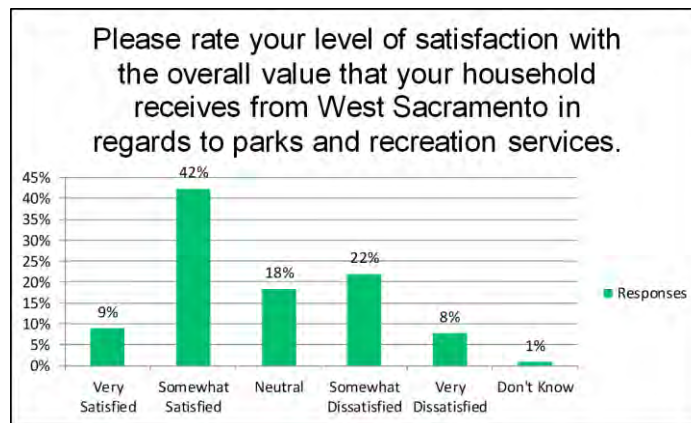
4.2 INTERCEPT AND WEB-BASED SURVEY FINDINGS

As part of the community input process, the consultant team, in conjunction with the Parks and Recreation Department, conducted an online survey and intercept surveys in the winter of 2017-18 for a better understanding of the preferences and satisfaction levels of West Sacramento residents in relation to parks, facilities and recreation activities. Results of the 469 completed surveys are as follows:

4.2.1 PROGRAM/SERVICE AND FACILITY NEED PRIORITIES – TOP 15

PROGRAMS AND SERVICES RANKINGS	FACILITY NEEDS RANKING
Youth summer programs	Walking and biking trails
Community special events	Large community parks
Youth outdoor educational camps and programs	Shaded play areas
Youth sports programs	Open space conservation areas/trails
Family outdoor adventure camps/programs	Sports complex (many fields at one location)
Outdoor environmental programs	Nature park/botanical garden
Adult fitness and wellness programs	Small neighborhood parks
Youth performing arts programs (dance)	Youth baseball and softball fields
After school programs	Covered picnic areas
Middle-school aged programs	Swimming pools/water parks/splash pads
Water fitness programs/lap swimming	Outdoor exercise/fitness areas
Youth learn-to-swim programs	Adventure Area (ropes courses, ziplines, etc.)
Family recreational ice skating	Playgrounds
Youth visual arts/crafts programs	Water access/kayak/SUP areas
Youth fitness and wellness classes	Outdoor basketball/volleyball courts

4.2.2 OVERALL SATISFACTION WITH PARKS AND RECREATION



4.3 STASTICALLY VALID SURVEY

4.3.1 OVERVIEW

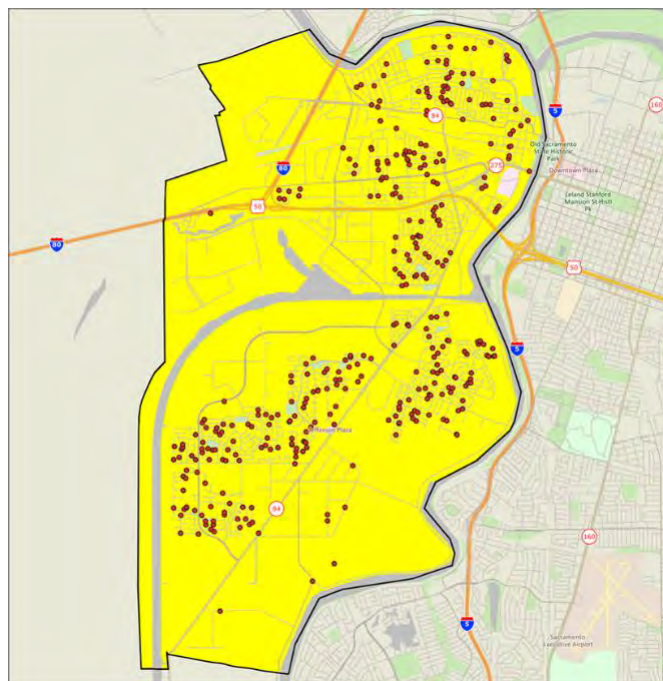
ETC Institute administered a needs assessment survey for West Sacramento during the fall of 2017. The survey was administered as part of the City’s **Parks and Recreation** Needs Assessment for their residents. The survey results will aid West Sacramento in taking a resident-driven approach to making decisions that will enrich and positively affect the lives of residents.

4.3.2 METHODOLOGY

ETC Institute mailed a survey packet to a random sample of households in West Sacramento. Each survey packet contained a cover **letter, a copy of the survey, and a postage-paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it on-line.**

A few days after the surveys were mailed, ETC Institute sent emails and placed phone calls to the households that received the survey to **encourage participation. The emails contained a link to the on-line version of the survey to make it easy for residents to complete the survey.** To prevent people who were not residents of West Sacramento **from participating, everyone who completed the survey on-line** was required to enter their home address prior to submitting the survey. ETC Institute then matched the **addresses that were entered on-line with the addresses that were originally selected for the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the on-line survey was not counted.**

The goal was to obtain completed surveys from at least 375 residents. The goal was exceeded with a total of 381 residents completing the survey. The overall results for the sample of 502 households have **a precision of at least +/-4.4%** at the 95% level of confidence. The following scatterplot graph indicates where completed surveys were received from residents in West Sacramento.



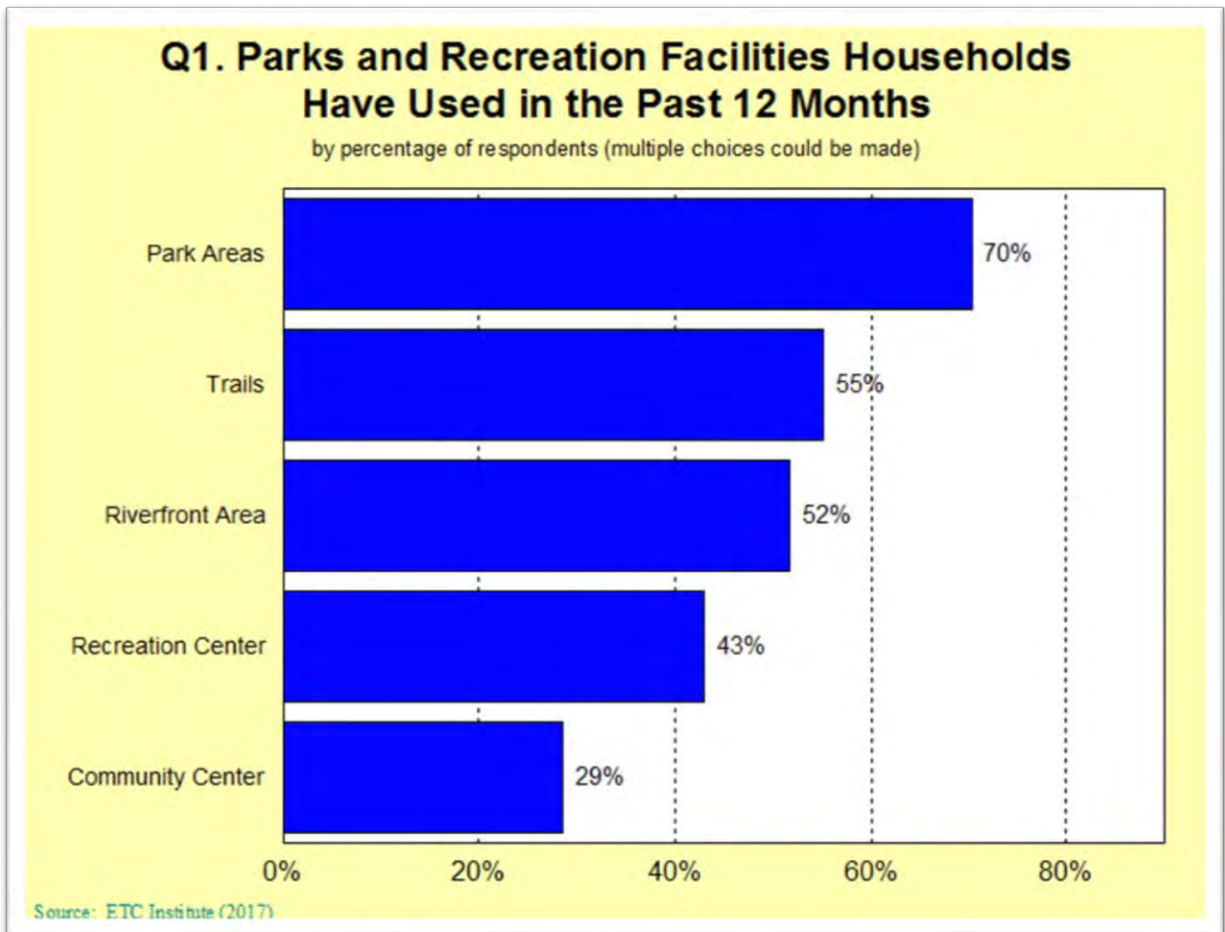
The major findings of the survey are summarized below and on the following pages. Complete survey results are provided as a separate document.

4.3.3 PARK AND FACILITY UTILIZATION AND CONDITION RATINGS

- Utilization:
 - Seventy percent (70%) of households used parks over the past 12 months.
 - Fifty-five percent (55%) of households used trails over the last 12 months.
 - Fifty-two percent (52%) of households used the riverfront area over the last 12 months.
 - Forty-three percent (43%) of households used the recreation center over the last 12 months.
 - Twenty-nine percent (29%) of households used the community center over the last 12 months.

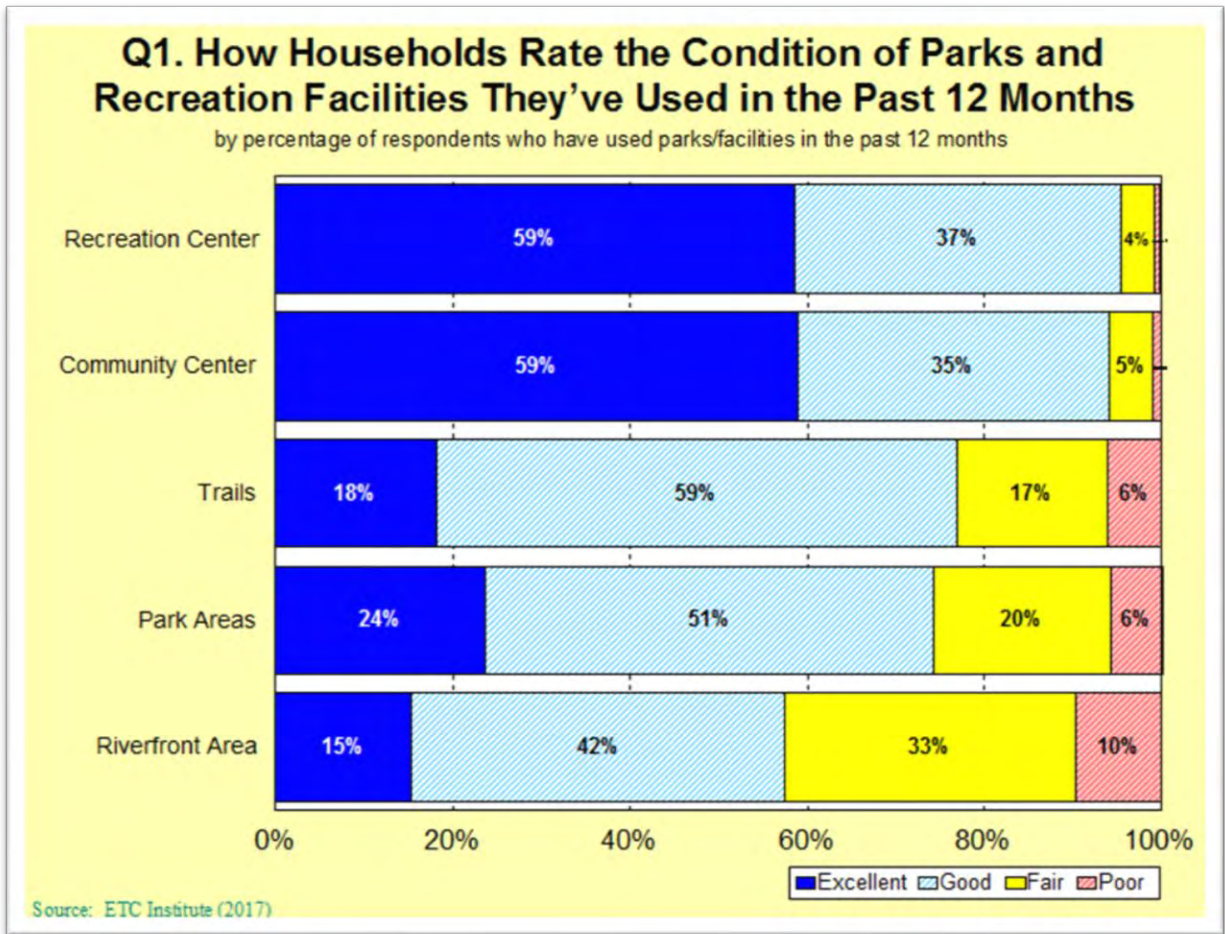
The national benchmark for park utilization is 81%.

The national benchmark for trail utilization is 81%.



- Condition Ratings of Parks:
 - Fifty-nine percent (59%) of households rated the condition of the recreation center as excellent.
 - Fifty-nine percent (59%) of households rated the condition of the community center as excellent.
 - Eighteen percent (18%) of households rated the condition of the trails as excellent.
 - Twenty-four percent (24%) of households rated the condition of the parks as excellent.
 - Fifteen percent (15%) of households rated the condition of the riverfront as excellent.

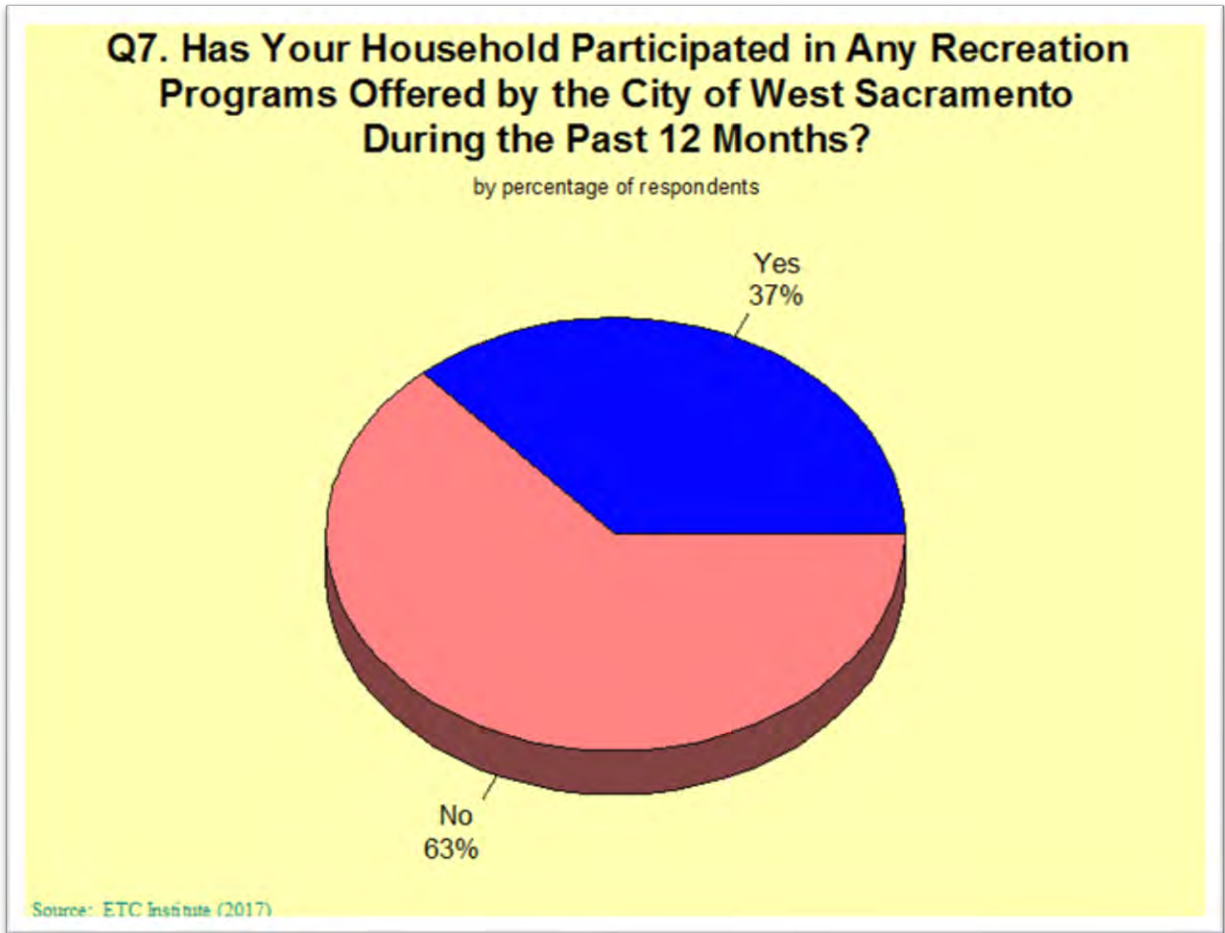
The national benchmark for excellent is 31%.



4.3.4 PROGRAM PARTICIPATION AND QUALITY RATINGS

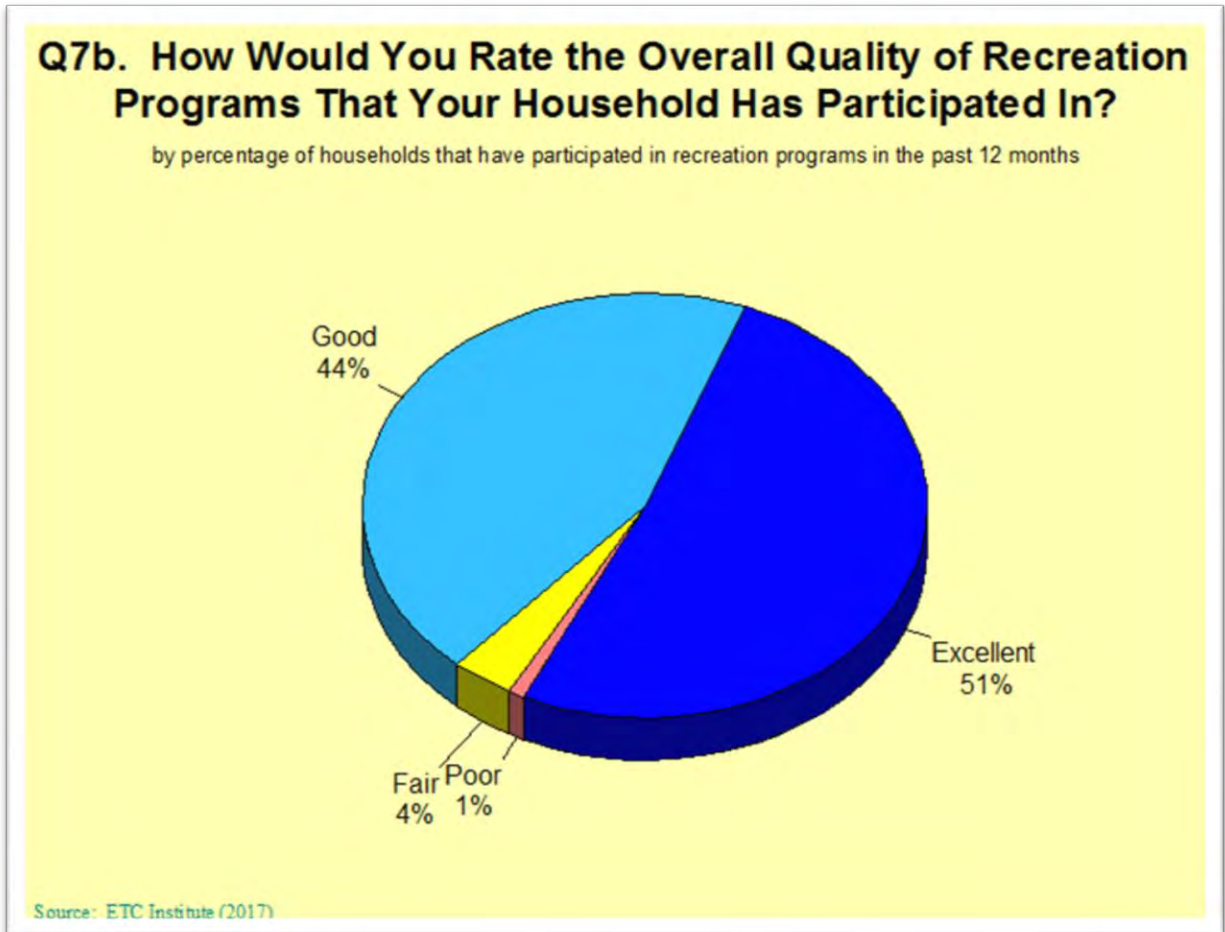
- Program Participation and Ratings:
 - Thirty-seven percent (37%) of households participated in West Sacramento Parks and Recreation Department programs and services over the past 12 months.

The national benchmark for program participation is 34%.



- Program Quality:
 - Of households who participated in programs, 51% rated the programs as “excellent”.

The national benchmark for excellent is 36%.

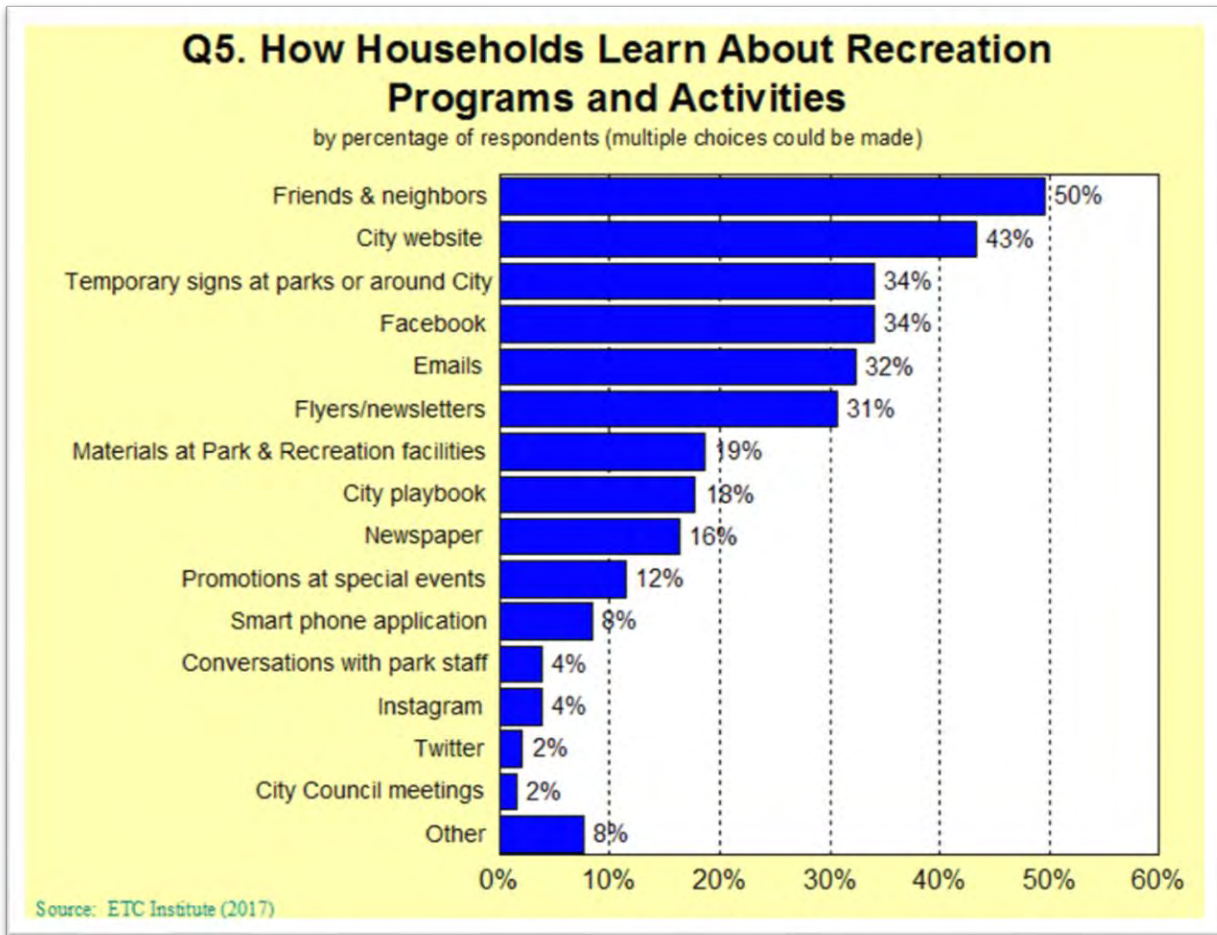


4.3.5 WAYS HOUSEHOLDS LEARN ABOUT PROGRAMS AND ACTIVITIES

- From Friends and Neighbors Was the Most Utilized Source of Information When Learning About Program and Activity Offerings.
 - Fifty percent (50%) of households indicated they utilize friends and neighbors as an information source.
 - Other most used sources include:
 - Website (43%),
 - Temporary signs at parks or around City (34%).
 - Facebook (34%).
 - Emails (32%).

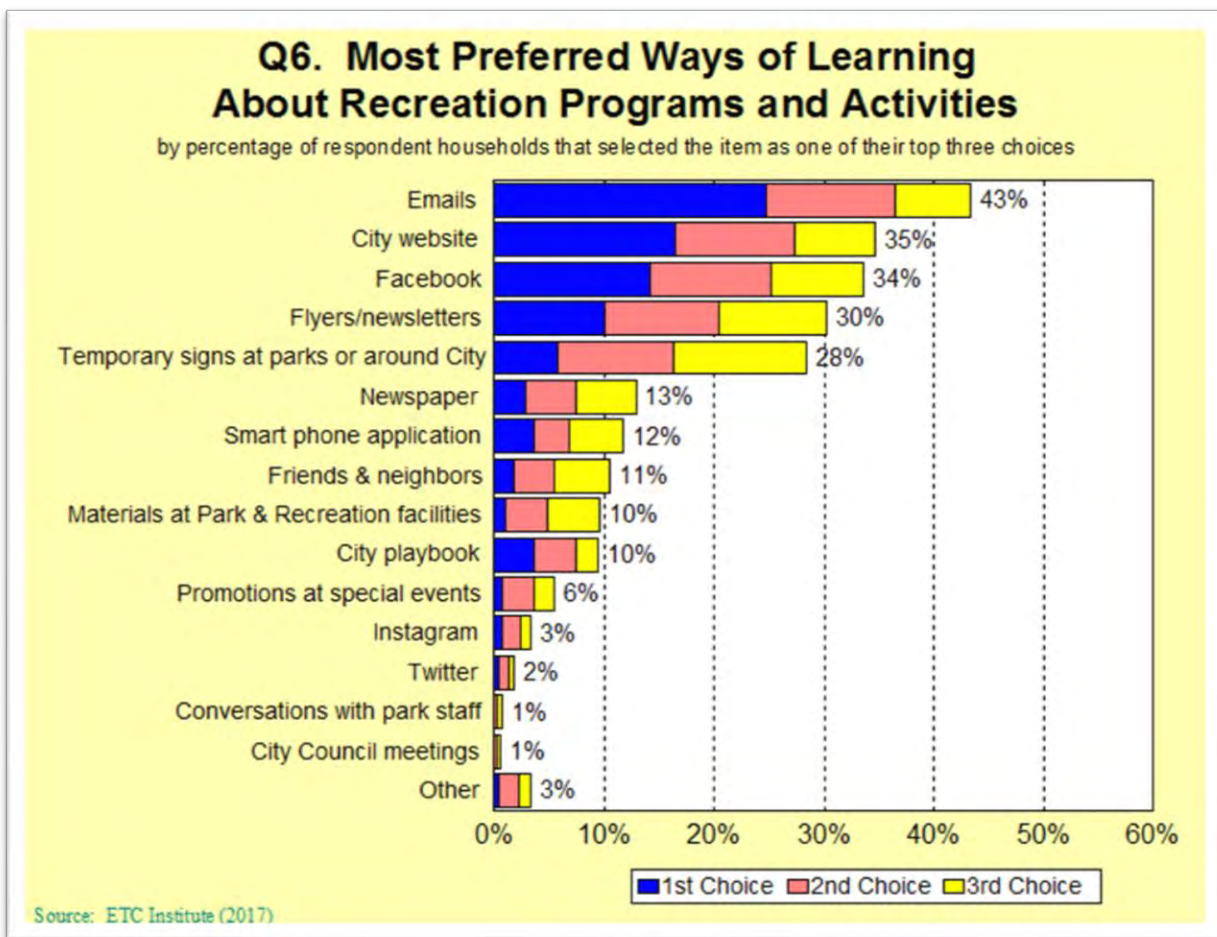
The national benchmark for from friends and neighbors is 43%.

The national benchmark for website is 31%.



4.3.6 WAYS HOUSEHOLDS WOULD PREFER TO LEARN ABOUT PROGRAMS AND ACTIVITIES

- Emails Was the Most Preferred Source of Information When Learning About Program and Activity Offerings.
 - Forty-three percent (43%) of households indicated they would prefer to receive emails as an information source.
 - Other most preferred sources include:
 - Website (35%).
 - Facebook (34%).
 - Flyers/newsletters (30%).

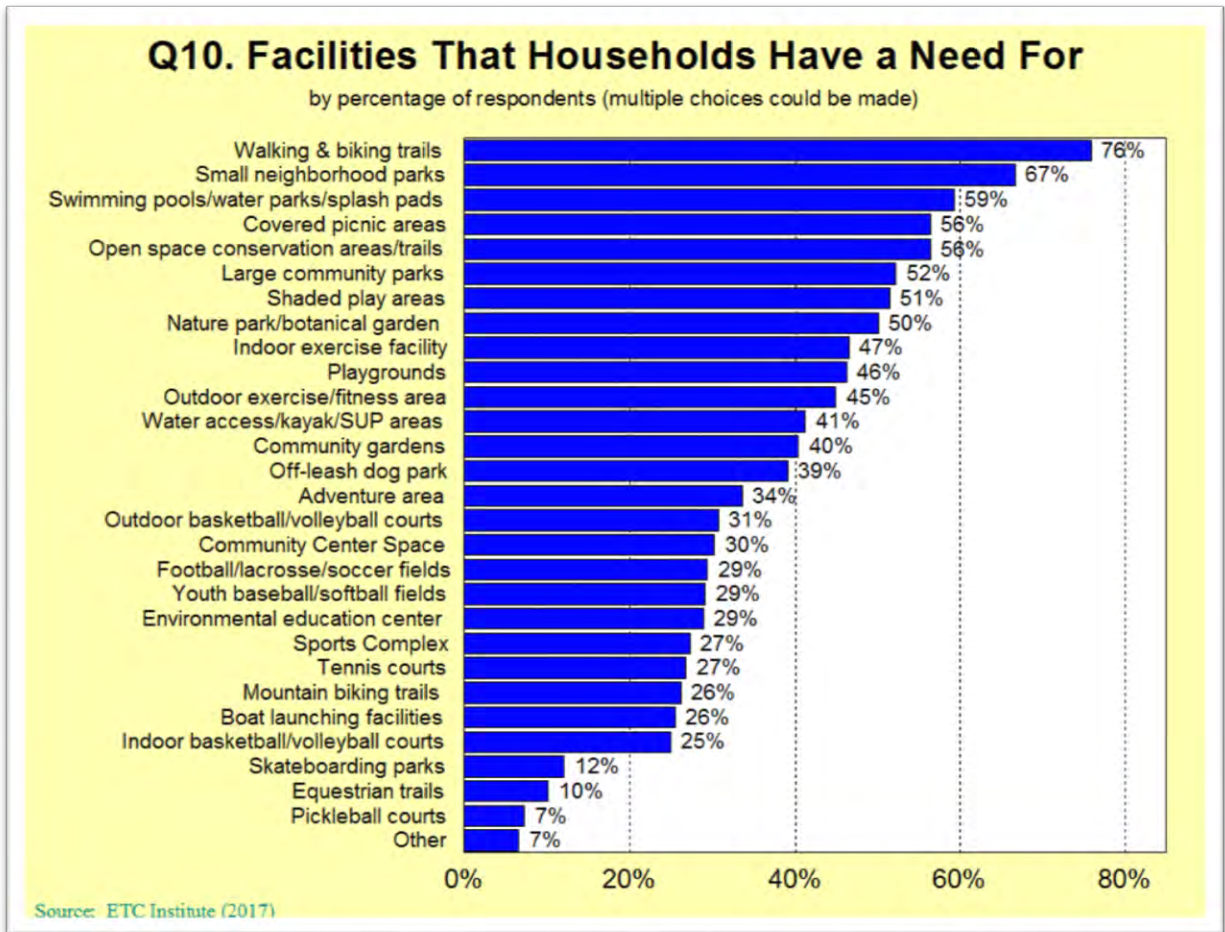


4.3.7 FACILITY NEEDS, UNMET NEEDS AND IMPORTANCE

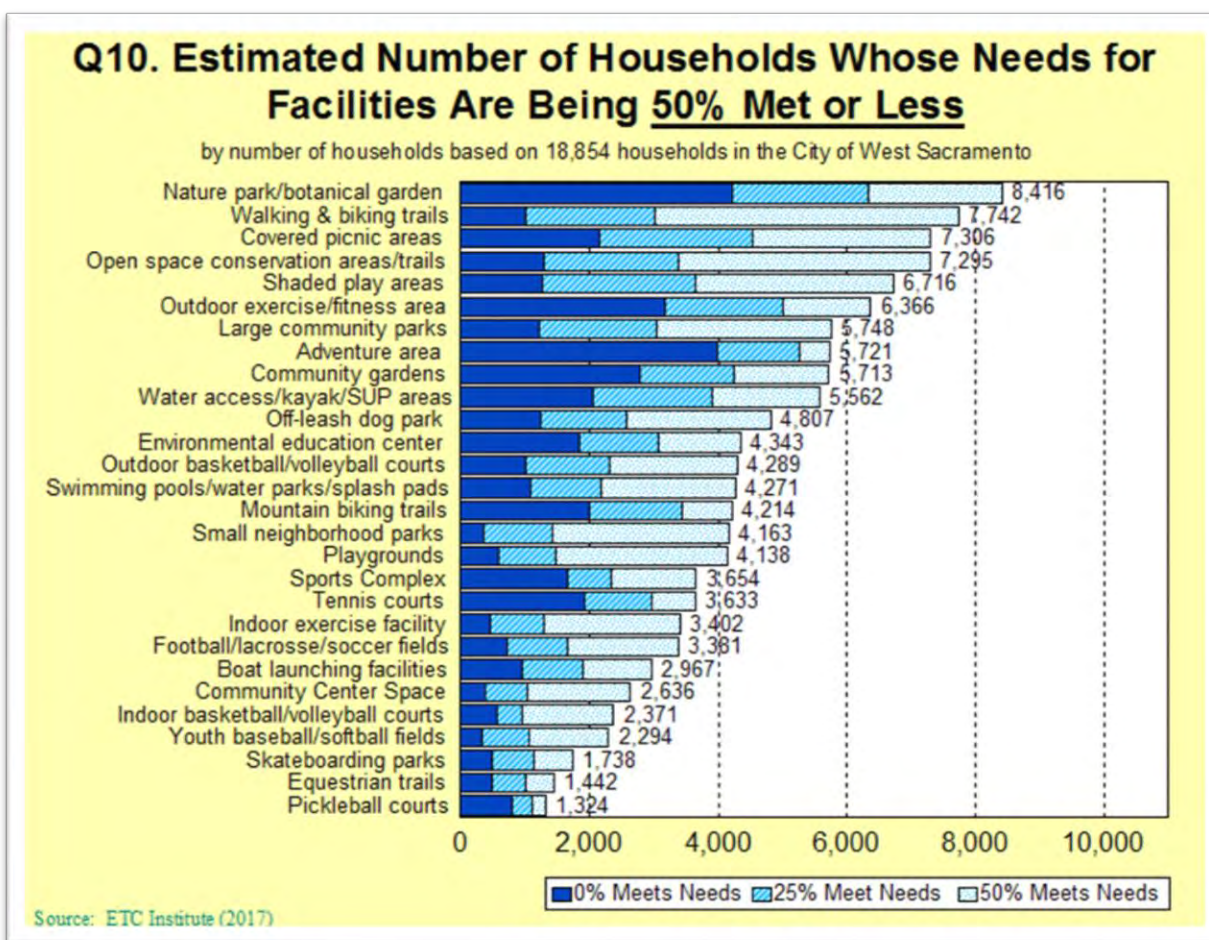
Respondents were asked to indicate from a list of facilities/amenities whether or not they had a need. If the respondent indicated a need for the facility, they were then asked to rate how well their needs were being met.

- Facility Needs:
 - Seventy-eight percent (78%) indicated a need for trails.
 - Other most needed facilities include:
 - Small neighborhood parks (67%).
 - Swimming pools/water parks/splash pads (59%).
 - Covered picnic areas (56%).
 - Open space conservation areas/trails (56%).

National benchmark for trails is 70%

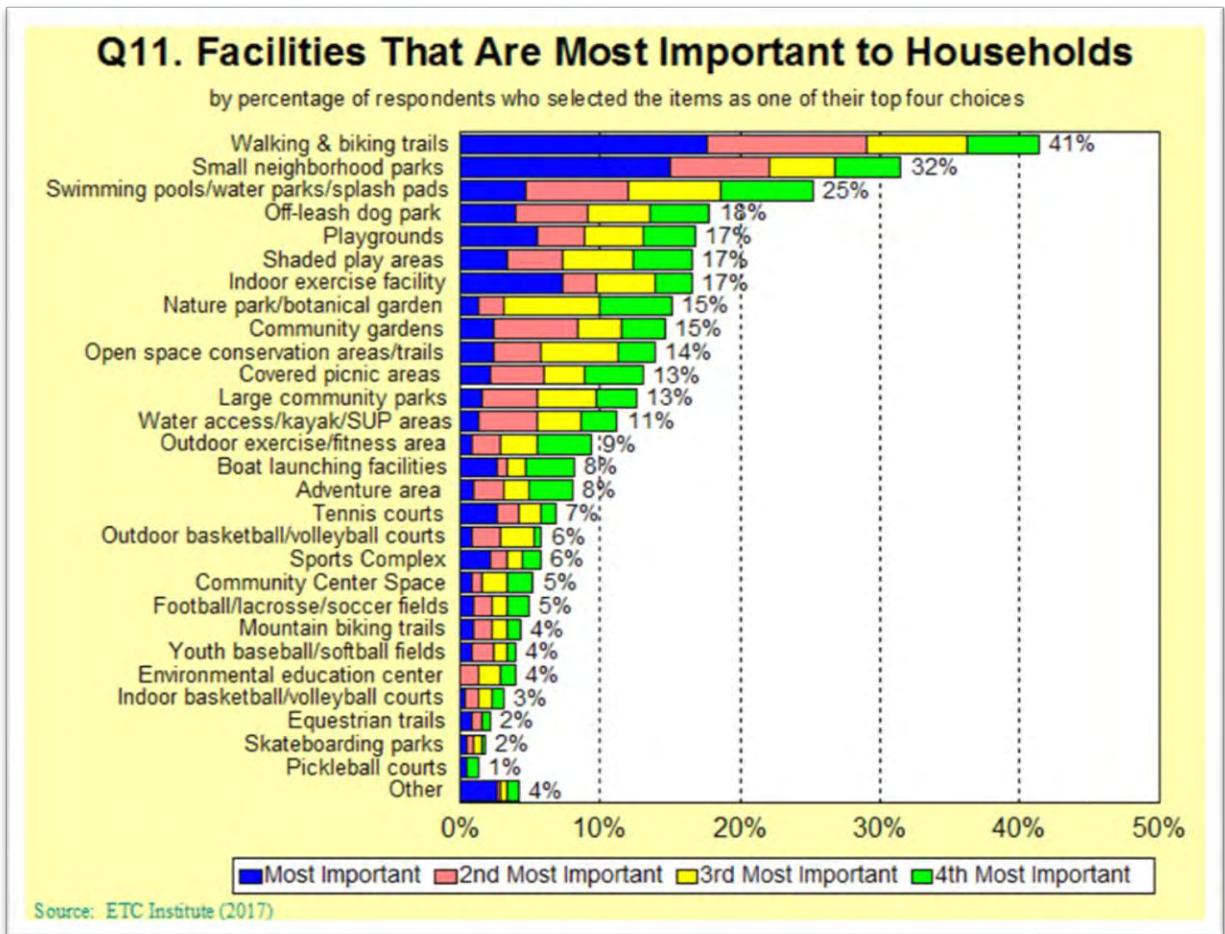


- How Well Household Needs Are Being Met for Facilities:
 - Based on the number of households who indicated their needs were only being met 50% or less, 8,416 households indicated an unmet need for nature park/botanical garden.
 - Other unmet needs include:
 - Walking and biking trails (7,742 households).
 - Covered picnic areas (7,306 households).
 - Open space conservation area/trails (7,295 households).
 - Shaded play areas (6,716 households).
 - Outdoor exercise/fitness areas (6,366 households).
 - Large community parks (5,748 households).
 - Adventure area (5,721 households).
 - Community gardens (5,713 households).



- Facility Importance:
 - Based on the sum of respondents' top four choices, 41% indicated trails were the most important to their household.
 - Other most important facilities include:
 - Small neighborhood parks (32%).
 - Swimming pools/water parks/splash pads (25%).

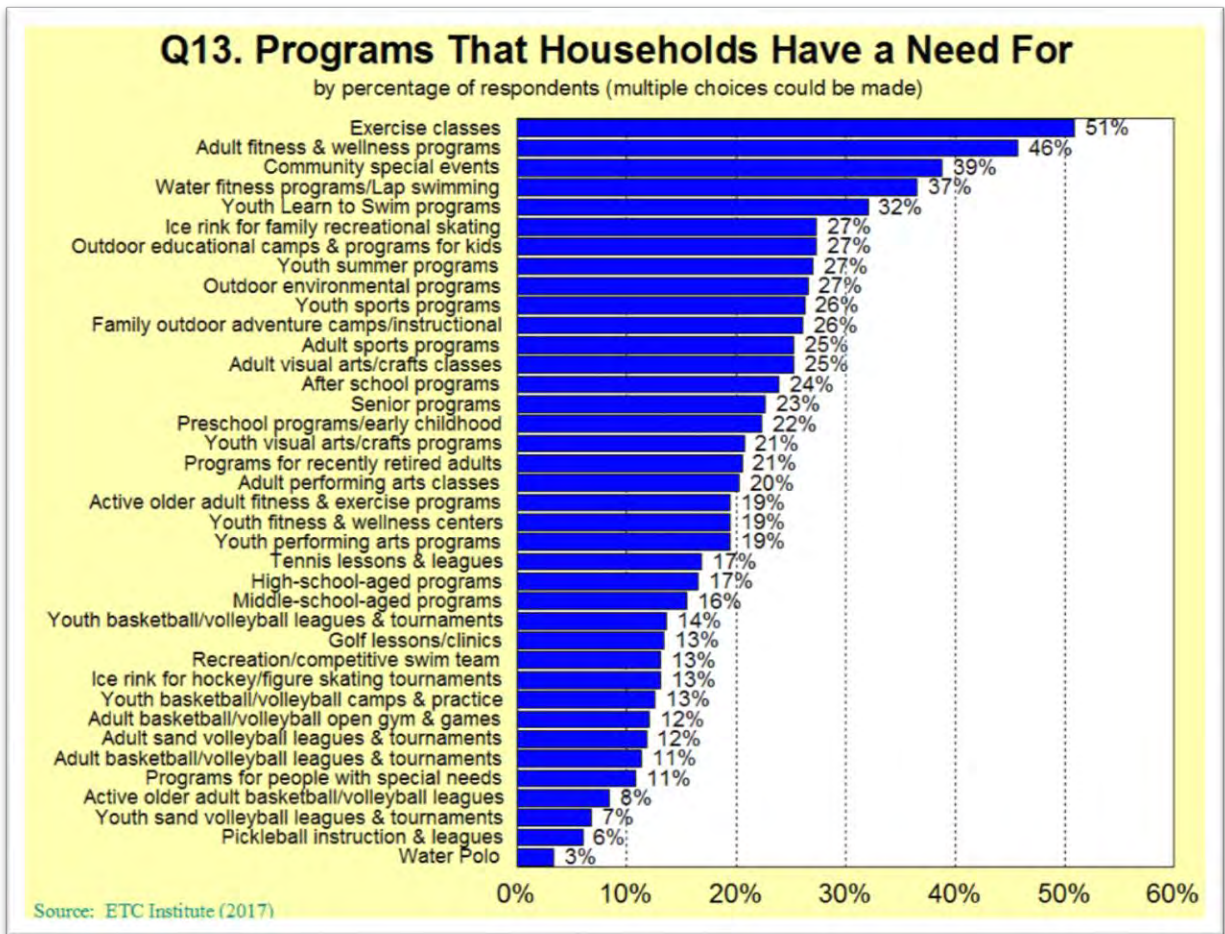
National benchmark for trails is 42%.



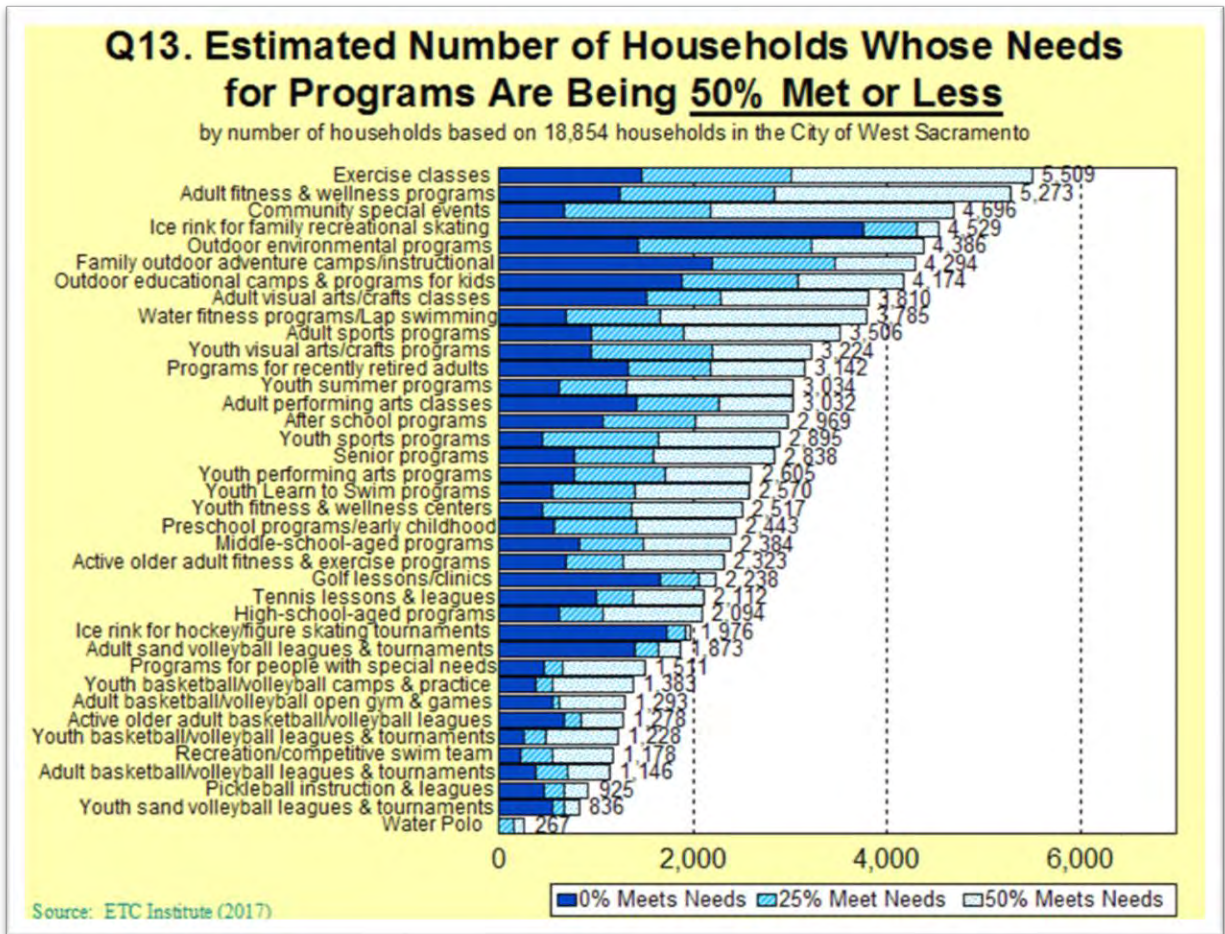
4.3.8 PROGRAM NEEDS, UNMET NEEDS AND IMPORTANCE

- Program Needs:
 - Fifty-one percent (51%) of households indicated a need for exercise programs.
 - Other most needed programs include:
 - Adult fitness and wellness programs (46% of households).
 - Community special events (39% of households).
 - Water fitness programs (37% of households).
 - Youth learn to swim programs (32% of households).

National benchmark for adult fitness and wellness programs is 46%.

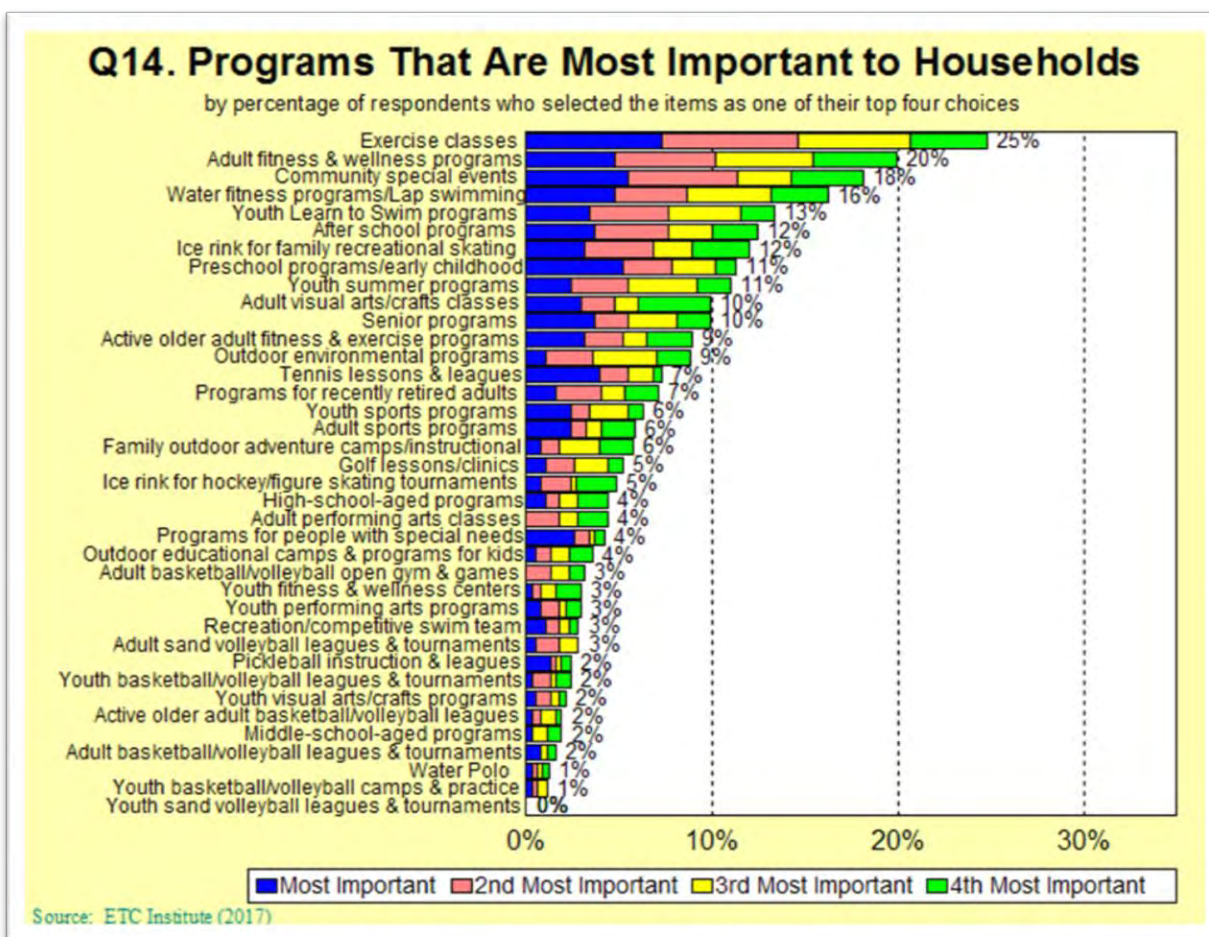


- How Well Needs Are Being Met for Programs:
 - Based on the number of households who indicated their needs were only being met 50% or less, 5,509 households responded that exercise programs had the greatest level of unmet need.
 - Other unmet needs include:
 - Adult fitness & wellness programs (5,273 households).
 - Community Special Events (4,696 households).
 - Family recreational ice skating (4,529 households).
 - Outdoor environmental programs (4,386 households).



- Program Importance:
 - Based on the percentage of households who indicated the program as one of their top four choices, 25% indicated exercise programs were the most important to their household.
 - Other most important programs include:
 - Adult fitness and wellness programs (20%).
 - Community special events (18%).
 - Water fitness programs/lap swimming (16%).

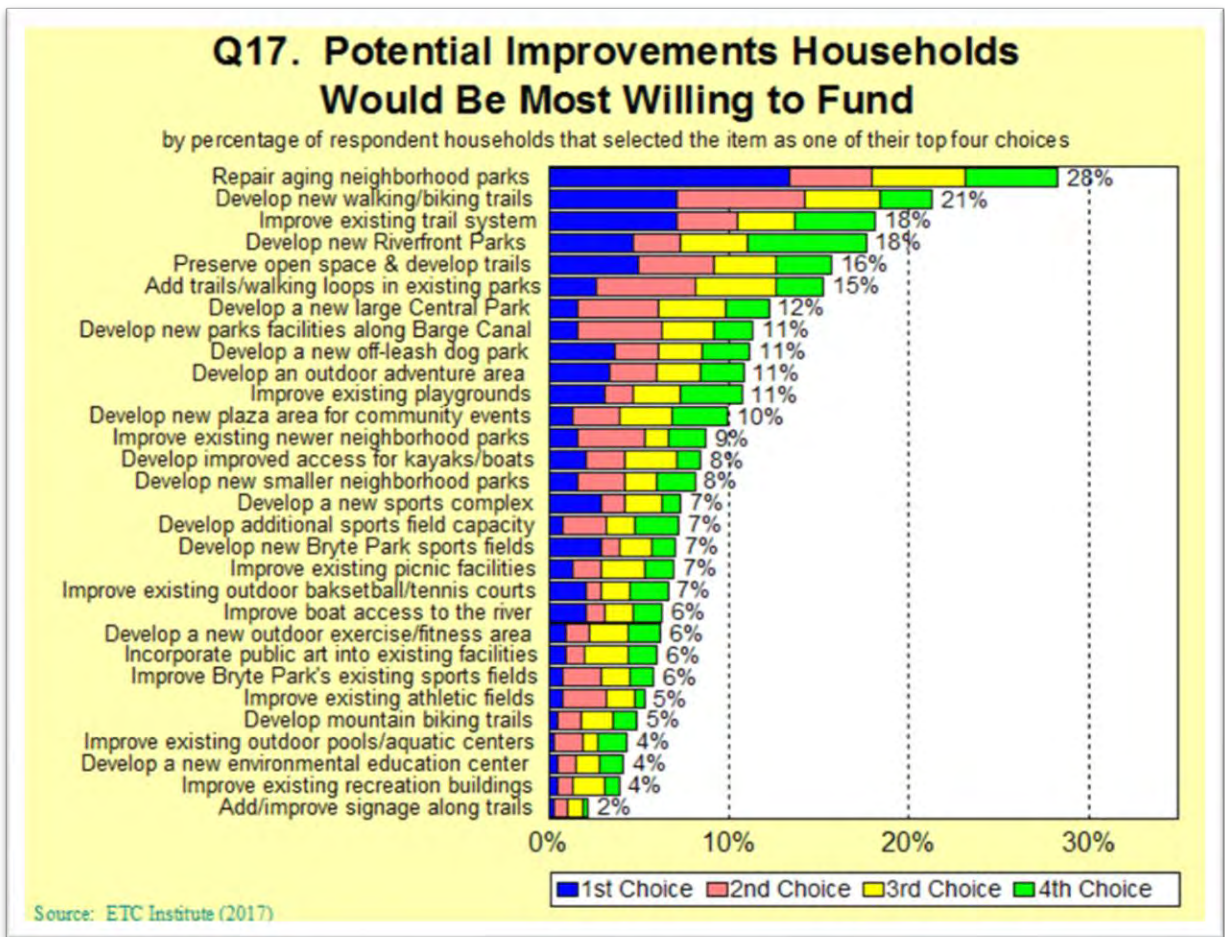
National benchmark for adult fitness and wellness programs is 30%.



4.3.9 POTENTIAL IMPROVEMENTS MOST WILLING TO FUND

Respondents were asked to indicate their level of funding support for the improvements to the West Sacramento parks, trails, and recreation system.

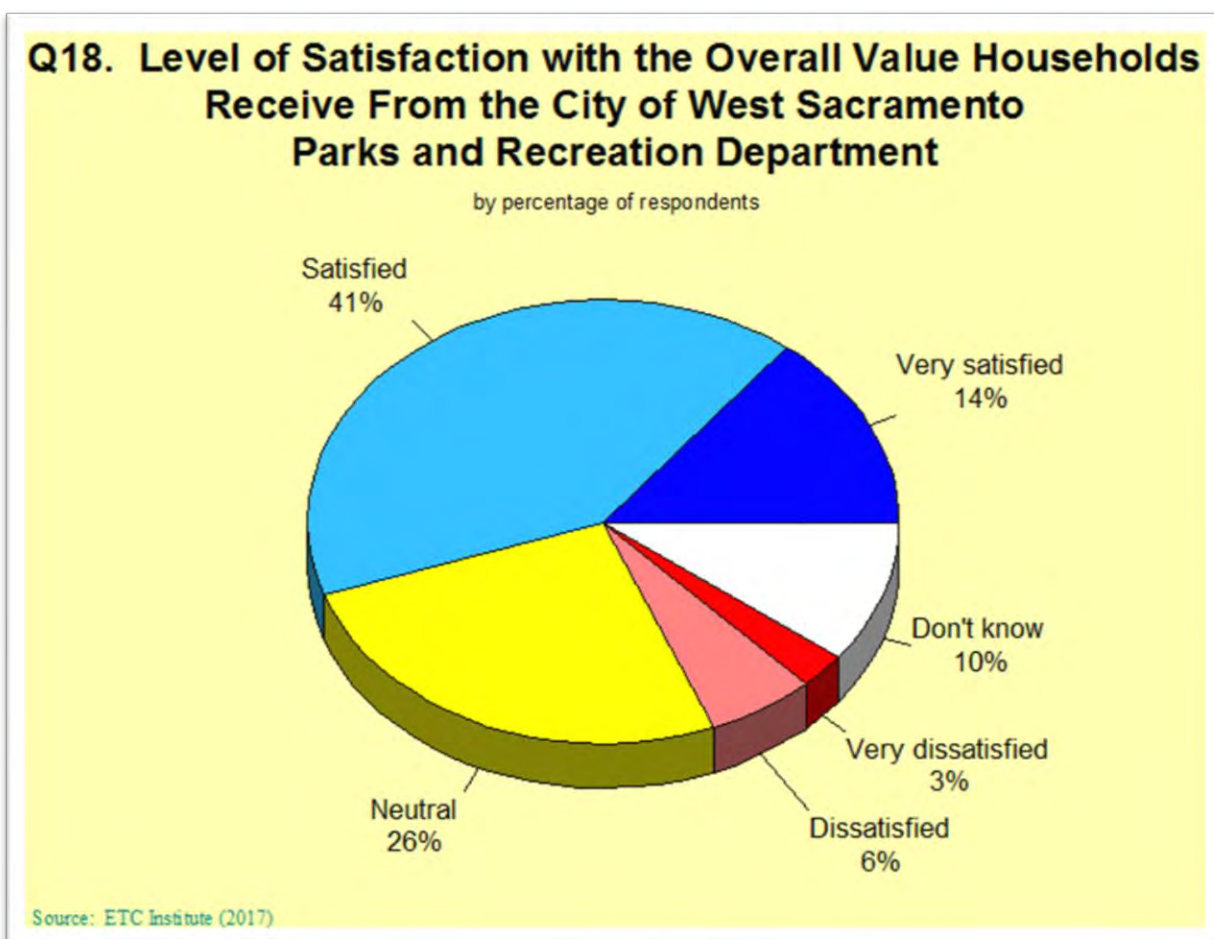
- Based on the percentage of households who indicated support for improvements, 28% were most supportive of repairing aging neighborhood parks.
- Other most supported actions include:
 - Develop new walking/biking trails (21%).
 - Improve existing trail system (18%).
 - Develop new Riverfront Parks (18%).



4.3.10 SATISFACTION WITH THE OVERALL VALUE RECEIVED

- Fourteen percent (14%) of households were “very satisfied” with the overall value their household receives from the Park and Recreation Department.
- Other levels of satisfaction include:
 - Satisfied (41%).
 - Neutral (26%).
 - Dissatisfied (6%).
 - Very dissatisfied (1%).

National benchmark for very satisfied is 27%.



4.4 NEEDS ASSESSMENT PRIORITY RANKINGS

The purpose of the Program and Facility Priority Rankings is to provide a prioritized list of facility/amenity needs and recreation program needs for the community served by West Sacramento Parks and Recreation. This model evaluates both quantitative and qualitative data.

- Quantitative data includes the statistically valid survey and the electronic community survey, which asked residents to list unmet needs and rank their importance.
- Qualitative data includes resident feedback obtained in community input, stakeholder interviews, staff input, local demographics, recreation trends, and planning team observations.
- A weighted scoring system was used to determine the priorities for recreation programs.

These weighted scores provide an overall score and priority ranking for the system as a whole. The results of the priority ranking are tabulated into three categories: High Priority (top third), Medium Priority (middle third), and Low Priority (bottom third).

4.4.1 PROGRAM RANKINGS - OVERALL

OVERALL	
Program/Service	Priority
Community special events	High
Adult fitness and wellness programs	
Outdoor environmental programs	
Family recreational ice skating	
Water fitness programs/lap swimming	
Family outdoor adventure camps/programs	
Youth summer programs	
After school programs	
Youth learn-to-swim programs	
Golf lessons/clinics	
Senior Programs	
Youth Sports programs	Medium
Performing arts programs (dance)	
Adult sports programs	
Preschool programs/early childhood	
Visual arts/crafts programs	
Youth fitness and wellness classes	
Middle-school aged programs	
Tennis lessons and leagues	
High-school aged programs	
Ice hockey/figure skating competitions	
Sand volleyball leagues and tournaments	
Youth Basketball/volleyball	Low
Programs for people with special needs	
Adult basketball/volleyball	
Recreation/competitive swim team	
Active older adult (55-70) basketball/volleyball leagues	
Pickleball instruction and leagues	
Water polo	

Further analysis of the program and service priorities revealed a high level of consistency by age/household type, with the expected age/household specific differences. The following charts identify program priorities by age/household type. **NOTE: The highest priorities of the community as a whole have been highlighted in the charts.**

4.4.2 PROGRAM RANKINGS – HOUSEHOLDS AGES 55+ WITH NO CHILDREN

HOUSEHOLDS - NO CHILDREN (ages 55+)	
Program/Service	Priority
Outdoor Environmental Programs	High
Golf lessons/clinics	
Family recreational ice skating	
Pickle Ball Instruction and Leagues	
Adult fitness & wellness programs	
Senior programs	
Tennis Lessons and Leagues	
Programs for people with special needs	
Visual Arts programs	
Water Fitness Programs/Lap Swimming	
Community Special Events	
Active older adult (55-70) basketball/volleyball leagues	Medium
Preschool/Early Childhood	
Performing Arts Programs	
Afterschool Programs	
Ice hockey/figure skating competitions	
Family outdoor adventure camps/programs	
Sand Volleyball Programs	
Youth Summer Programs	
Recreation Competitive Swim Team	
Youth Learn to Swim	
Adult sports programs	
Youth Basketball/volleyball	Low
Youth sports programs	
Adult basketball/volleyball	
High school aged programs	
Youth fitness & wellness classes	
Water Polo	
Middle school aged programs	

4.4.3 PROGRAM RANKINGS – HOUSEHOLDS AGES 20-54 WITH NO CHILDREN

HOUSEHOLDS - NO CHILDREN (ages 20-54)	
Program/Service	Priority
Family recreational ice skating	High
Outdoor Environmental Programs	
Golf lessons/clinics	
Sand Volleyball Programs	
Tennis Lessons and Leagues	
Adult sports programs	
Ice hockey/figure skating competitions	
Adult fitness & wellness programs	
Performing Arts Programs	
Senior programs	
Community Special Events	
Water Fitness Programs/Lap Swimming	Medium
High school aged programs	
Adult basketball/volleyball	
Water Polo	
Visual arts/crafts programs	
Youth sports programs	
Active older adult (55-70) basketball/volleyball leagues	
Family outdoor adventure camps/programs	
Programs for people with special needs	
Preschool/Early Childhood	
Youth Summer Programs	
Pickle Ball Instruction and Leagues	Low
Middle school aged programs	
Afterschool Programs	
Youth Learn to Swim	
Recreation Competitive Swim Team	
Youth fitness & wellness classes	
Youth Basketball/volleyball	

4.4.4 PROGRAM RANKINGS – HOUSEHOLDS WITH CHILDREN (AGES 11-19)

HOUSEHOLDS with CHILDREN (ages 11-19)	
Program/Service	Priority
Outdoor Environmental Programs	High
Golf lessons/clinics	
Community Special Events	
Family recreational ice skating	
Youth Summer Programs	
Programs for people with special needs	
Adult fitness & wellness programs	
Performing Arts Programs	
Middle school aged programs	
Water Fitness Programs/Lap Swimming	
Youth Basketball/volleyball	Medium
High school aged programs	
Senior programs	
Active older adult (55-70) basketball/volleyball leagues	
Adult sports programs	
Youth fitness & wellness classes	
Afterschool Programs	
Visual arts/crafts programs	
Sand Volleyball Programs	
Tennis Lessons and Leagues	
Family outdoor adventure camps/programs	Low
Youth Learn to Swim	
Adult basketball/volleyball	
Recreation Competitive Swim Team	
Preschool/Early Childhood	
Youth sports programs	
Water Polo	
Ice hockey/figure skating competitions	
Pickle Ball Instruction and Leagues	

4.4.5 PROGRAM RANKINGS – HOUSEHOLDS WITH CHILDREN (AGES 0-10)

HOUSEHOLDS with CHILDREN (ages 0-10)	
Program/Service	Priority
Family Outdoor adventure camps/programs	High
Family Recreational ice skating	
Afterschool Programs	
Ice Hockey/figure skating competitions	
Performing Arts Programs	
Outdoor Environmental Programs	
High school aged programs	
Youth fitness & wellness classes	
Pickle Ball Instruction and Leagues	
Community Special Events	
Youth Summer Programs	Medium
Youth Sports programs	
Preschool/Early Childhood	
Middle school aged programs	
Adult fitness & wellness programs	
Visual arts/crafts programs	
Golf lessons/clinics	
Youth Learn to Swim	
Adult sports programs	
Programs for people with special needs	
Sand Volleyball Programs	Low
Youth Basketball/volleyball	
Tennis Lessons and Leagues	
Water Fitness Programs/Lap Swimming	
Senior programs	
Water Polo	
Recreation Competitive Swim Team	
Adult basketball/volleyball	
Active older adult (55-70) basketball/volleyball leagues	

4.4.6 FACILITY RANKINGS - OVERALL

OVERALL	
Facility/Amenity	Priority
Walking and biking trails	High
Nature park/botanical garden	
Open space conservation areas with trails	
Swimming pools/water parks/splash pads	
Covered picnic areas	
Large community parks	
Shaded play areas	
Neighborhood Parks	Medium
Outdoor exercise/fitness areas	
Dog Parks	
Community gardens	
Water access/kayak/SUP areas	
Adventure Area (ropes courses, ziplines, etc.)	
Indoor exercise facility	
Outdoor basketball/volleyball courts	
Tennis courts	
Soccer / football / lacrosse fields	
Playgrounds	
Skateboarding parks	
Environmental education center	
Mountain biking trails	
Sports complex (many fields at one location)	
Youth baseball and softball fields	Low
Boat launching facilities	
Community Center space (classroom, rental space)	
Indoor basketball/volleyball courts	
Equestrian trails	
Pickleball courts	

Further analysis of the facility and amenity priorities revealed a high level of consistency by age/household type, with the expected age/household specific differences. The following charts identify program priorities by age/household type. **NOTE: The highest priorities of the community as a whole have been highlighted in the charts.**



4.4.7 FACILITY RANKINGS – HOUSEHOLDS AGES 55+ WITH NO CHILDREN

HOUSEHOLDS - NO CHILDREN (ages 55+)	
Facility/Amenity	Priority
Nature Park/Botanical Garden	High
Boat Launching Facilities	
Shaded Play Areas	
Pickleball Courts	
Open Space/Conservation Areas/Trails	
Covered picnic areas	
Walking and Biking Trails	
Adventure Area	Medium
Community Gardens	
Tennis Courts	
Environmental Education Center	
Water access/kayak/SUP areas	
Outdoor Exercise/Fitness Area	
Swimming Pools/Splashpads/Water Parks	
Neighborhood Parks	
Dog Parks	
Indoor Exercise Facility	
Playgrounds	
Sports Complex	
Large Community Parks	
Community Center Space	
Outdoor Basketball/Volleyball Courts	Low
Mountain Biking Trails	
Equestrian Trails	
Multi-Purpose Fields	
Youth Baseball/softball Fields	
Indoor Basketball/Volleyball Courts	
Skateboard parks	

4.4.8 FACILITY RANKINGS – HOUSEHOLDS AGES 20-54 WITH NO CHILDREN

HOUSEHOLDS - NO CHILDREN (ages 20-54)	
Facility/Amenity	Priority
Nature Park/Botanical Garden	High
Community Gardens	
Mountain Biking Trails	
Open Space/Conservation Areas/Trails	
Dog Parks	
Outdoor Exercise/Fitness Area	
Adventure Area	
Walking and Biking Trails	Medium
Tennis Courts	
Water access/kayak/SUP areas	
Environmental Education Center	
Covered picnic areas	
Large Community Parks	
Neighborhood Parks	
Pickleball Courts	
Sports Complex	
Boat Launching Facilities	
Indoor Exercise Facility	
Skateboard parks	
Outdoor Basketball/Volleyball Courts	
Shaded Play Areas	
Swimming Pools/Splashpads/Water Parks	
Equestrian Trails	
Multi-Purpose Fields	
Indoor Basketball/Volleyball Courts	
Community Center Space	
Playgrounds	
Youth Baseball/softball Fields	

4.4.9 FACILITY RANKINGS – HOUSEHOLDS WITH CHILDREN AGES (11-19)

HOUSEHOLDS with CHILDREN (ages 11-19)	
Facility/Amenity	Priority
Nature Park/Botanical Garden	High
Dog Parks	
Outdoor Basketball/Volleyball Courts	
Covered picnic areas	
Shaded Play Areas	
Walking and Biking Trails	
Adventure Area	
Sports Complex	Medium
Tennis Courts	
Swimming Pools/Splashpads/Water Parks	
Neighborhood Parks	
Playgrounds	
Community Gardens	
Environmental Education Center	
Indoor Basketball/Volleyball Courts	
Skateboard parks	
Equestrian Trails	
Mountain Biking Trails	
Multi-Purpose Fields	
Open Space/Conservation Areas/Trails	
Outdoor Exercise/Fitness Area	Low
Indoor Exercise Facility	
Large Community Parks	
Water access/kayak/SUP areas	
Youth Baseball/softball Fields	
Boat Launching Facilities	
Community Center Space	
Pickleball Courts	

4.4.10 FACILITY RANKINGS – HOUSEHOLDS WITH CHILDREN (AGES 0-10)

HOUSEHOLDS with CHILDREN (ages 0-10)	
Facility/Amenity	Priority
Shaded Play Areas	High
Community Gardens	
Adventure Area	
Covered picnic areas	
Nature Park/Botanical Garden	
Outdoor Basketball/Volleyball Courts	
Walking and Biking Trails	
Large Community Parks	Medium
Outdoor Exercise/Fitness Area	
Playgrounds	
Neighborhood Parks	
Sports Complex	
Dog Parks	
Equestrian Trails	
Pickleball Courts	
Environmental Education Center	
Swimming Pools/Splashpads/Water Parks	
Mountain Biking Trails	
Multi-Purpose Fields	
Open Space/Conservation Areas/Trails	
Skateboard parks	Low
Water access/kayak/SUP areas	
Boat Launching Facilities	
Indoor Exercise Facility	
Tennis Courts	
Community Center Space	
Youth Baseball/softball Fields	
Indoor Basketball/Volleyball Courts	

CHAPTER FIVE - PROGRAM AND SERVICES ASSESSMENT

5.1 OVERVIEW OF PRIORITIES AND CORE PROGRAM AREAS

The West Sacramento Parks and Recreation Department has a professional staff that annually delivers a comprehensive parks and recreation program to West Sacramento residents. Department staff are responsible for the management and implementation of a diverse array recreation programs, special community-wide events, and the operation of multiple facilities. Employees are engaged year-round in planning, implementing, conducting, and evaluating programs and events. All functions within the Department combine to provide hundreds of offerings in the areas of youth camps, outdoor adventure, aquatics, sports, health, fitness, senior services and special events. But in addition to the provision of services provided directly by the Department, partnerships with other organizations are utilized throughout the service area. Through formal and informal cooperative relationships, the Washington Unified School District, various nonprofit agencies and other community partners assist with delivering select programs and indoor space to provide access for programs.

CORE PROGRAM APPROACH

The vision of the Department is to be a premier parks and recreation systems in the region providing all residents access to high-quality programs and experiences. Part of realizing this vision involves identifying Core Program Areas to create a sense of focus around activities and outcomes of greatest importance to the community as informed by current and future needs. However, public recreation is challenged by the premise of being all things to all people, especially in a community such as West Sacramento. The philosophy of the Core Program Area assists staff, policy makers, and the public focus on what is most important. Program areas are considered as Core if they meet a majority of the following categories:

- The program area has been provided for a long period of time (over 4-5 years) and/or is expected by the community.
- **The program area consumes a relatively large portion (5% or more) of the agency's overall budget.**
- The program area is offered 3-4 seasons per year.
- The program area has wide demographic appeal.
- **There is a tiered level of skill development available within the programs area's offerings.**
- There is full-time staff responsible for the program area.
- There are facilities designed specifically to support the program area.
- The agency controls a significant percentage (20% or more) of the local market.

5.1.1 WEST SACRAMENTO PARKS AND RECREATION CORE PROGRAM AREAS

The Department currently offers programs in nineteen Core Program Areas. These core program areas are listed below:

PROGRAM DESCRIPTION	
Core Program Area	Brief Description
Active Aging Programs	Active Aging programs provide affordable recreational experiences that promote health and wellness and foster social, intellectual, physical and emotional development. Active Aging programs and events align with expectation set out in the AARP Age Friendly Action Plan.
Active Older Adults 55+	Programs to provide active older an avenue to participate that benefit their physical, mental and emotional health
Adaptive Recreation Programs	The Adaptive Recreation program is designed to provide residents with special needs the opportunity to participate in recreation and leisure activities designed for their needs and interests.
Adult Sports	League structured programs that provide opportunities for adults to gather friends to form a team to participate.
Aquatics	Programs to provide water safety instruction and certification opportunities for children/teens and fitness/outdoor recreation programs for adults and active older adults.
Early Learning	Provide safe, quality structured program for pre-school aged children and community resources for parents
Exercise and Wellness	Programs that provide adults and active older adults an avenue to participate in activities that benefit their physical, mental and emotional health.
Facility Rentals	Spaces are available to rent for parties, banquets, business meetings, and seminars.
Facility Rentals (Boathouse)	Provide rental amenity for community members and organizations at affordable rates.
Leisure Interest Classes	Leisure interest classes serving the needs of community members.
Performing Arts	Theater available for rent to serve a wide variety of events including, theatrical performances, concerts, award ceremonies, program recitals and banquets.
Seniors Services	Life enrichment programs to enhance emotional, social, physical, and spiritual wellness for aging seniors at risk for isolation.
Special Events	Special events offered for community member entertainment and enrichment.
Special Event Permitting	Park events coordinated by other organizations that bring people of all ages and families together.
Special Interest	Area that focuses on hobby based programming to fulfill interest based instruction or learning opportunities.
Visual Arts	Cultural enrichment for Community members. Art shows and receptions showcasing both local and regional art and artists. Partnership with the West Sacramento Art Guild. Art program and meeting / study space.
Volunteer Programs	*Teen Heroes- A mentoring program that provides participants with hands on job experiences while volunteering within Parks & Recreation programs. *Generation Bridge- Intergenerational program that focuses on paring the active aging community with our youth to provide a positive enriching experience.
Volunteer Services	To build advocacy and awareness for the Parks and Recreation Department and enhance the quality of the park system through community engagement and volunteer service programs.
Youth Camps	Provide safe, quality structured program for school aged children for all day care. Provide activities within the camps that separate our Dept. from other providers.
Youth Programs	Provide safe, quality structured programs for school aged children that support their academic, social, emotional, developmental, and recreational needs.
Youth Sports	Area that focuses on wide variety of different sports providing quality instructional programming and opportunities for more advanced athletes

5.1.2 ENSURING THE RIGHT CORE PROGRAM MIX

The Core Program Areas provided by West Sacramento currently appear to meet some of the **community's** major needs as identified in the survey results, but the program mix must be evaluated on a regular basis to ensure that the offerings within each Core Program Area - and the Core Program Areas themselves - align with changing leisure trends, demographics, and needs of residents. NRPA recommends that six determinants be used to inform what programs and services are provided by the Department. According to NRPA, those determinants are:

- Conceptual foundations of play, recreation, and leisure - Programs and services should encourage and promote a degree of freedom, choice, and voluntary engagement in their structure and design. Programs should reflect positive themes aimed at improving quality of life for both individuals and the overall community.
- Organizational philosophy, mission, and vision - Programs and services should support the **City's** and the Department's **vision statements, values, goals, and objectives. These generally center on promoting personal health, community well-being, social equality, environmental awareness, and economic vitality.**
- Constituent interests and desired needs - Departments should actively seek to understand the recreational needs and interests of their constituency. This not only ensures an effective (and ethical) use of taxpayer dollars, but also helps to make sure that programs perform well and are valued by residents.
- Creation of a constituent-centered culture - Programs and services reflect a Departmental **culture where constituents' needs are the prime factor in creating and providing programs. This** should be reflected not only in program design, but in terms of staff behaviors, architecture, furniture, technology, dress, forms of address, decision-making style, planning processes, and forms of communication.
- Experiences desirable for clientele - Programs and services should be designed to provide the experiences desirable to meet the needs of the participants/clients in a community and identified target markets. This involves not only identifying and understanding the diversity of needs in a community, but also applying recreation programming expertise and skills to design, implement, and evaluate a variety of desirable experiences for residents to meet those needs.
- Community opportunities - When planning programs and services, a Department should consider the network of opportunities afforded by other organizations such as nonprofits, schools, other public agencies, and the private sector. Departments should also recognize where gaps in service provision occur and consider how unmet needs can be addressed.



5.1.3 COMMUNITY INPUT FINDINGS

The efforts in creating this Master Plan were based on an evaluation of existing resources and capacity, as well as community input. Thus, a key consideration to creating a roadmap for parks and recreation programming in West Sacramento is to understand current community values, needs, and interests. The assessment of these values is accomplished by triangulating information generated from focus groups with staff, public input received via the project website input, a statistically valid survey, and reinforced thru intercept and electronic surveys. The program and service priority rankings resulting from this analysis are as follows:



OVERALL	
Program/Service	Priority
Community special events	High
Adult fitness and wellness programs	
Outdoor environmental programs	
Family recreational ice skating	
Water fitness programs/lap swimming	
Family outdoor adventure camps/programs	
Youth summer programs	
After school programs	
Youth learn-to-swim programs	
Golf lessons/clinics	
Senior Programs	Medium
Youth Sports programs	
Performing arts programs (dance)	
Adult sports programs	
Preschool programs/early childhood	
Visual arts/crafts programs	
Youth fitness and wellness classes	
Middle-school aged programs	
Tennis lessons and leagues	
High-school aged programs	
Ice hockey/figure skating competitions	Low
Sand volleyball leagues and tournaments	
Youth Basketball/volleyball	
Programs for people with special needs	
Adult basketball/volleyball	
Recreation/competitive swim team	
Active older adult (55-70) basketball/volleyball leagues	
Pickleball instruction and leagues	
Water polo	

5.2 AGE SEGMENT ANALYSIS

The table below depicts each program along with the age segments they serve. Recognizing that many programs serve multiple age segments, Primary and secondary markets were identified.

AGES SERVED							
Primary Market or Secondary Market							
Core Program Area	Preschool (5 and Under)	Elementary (K-5th Grade)	Tweens (6th - 10th Grade)	Teens (13 - 17)	Young Adult (18-34)	Adult (35-49)	Active Adult (50+)
Active Aging Programs							Primary
Adaptive Recreation Programs				Primary	Primary	Primary	Primary
Adult Sports				Primary	Primary	Primary	Secondary
Aquatics	Primary	Primary	Primary	Primary	Primary	Primary	Primary
Early Learning	Primary	Secondary					
Exercise & Wellness			Secondary	Primary	Primary	Primary	Primary
Facility Rentals Boat House					Primary	Primary	Primary
Facility Rentals Community Center	Primary	Primary	Primary	Primary	Primary	Primary	Primary
Leisure Interest Classes	Primary	Primary	Primary	Primary	Secondary	Secondary	Secondary
Performing Arts	Primary	Primary	Primary	Primary	Primary	Primary	Primary
Special Events	Primary	Primary	Primary	Primary	Primary	Primary	Primary
Special Events	Primary	Primary	Primary	Primary	Primary	Primary	Secondary
Teen Programs & Youth Camps		Secondary	Primary				
Visual Arts	Primary	Primary	Primary	Primary	Primary	Primary	Primary
Volunteer Services		Primary	Primary	Primary			Primary
Youth Programs		Primary	Primary	Primary			
Youth Sports	Primary	Primary	Primary				

5.2.1 AGE SEGMENT ANALYSIS – CURRENT SEGMENTS SERVED

Findings from the analysis show that the Department provides a strong balance of programs across all age segments. All segments are targeted as a primary market for multiple programs.

This balance should be maintained moving forward, and the Department should update this Age Segment Analysis every year to note changes or to refine age segment categories. Given the growing population trend for residents ages 55 and over and the growing demand for services in this age bracket, it is also recommended that the Department further segment this group into 65-74 and 75+. These two sub-segments will have increasingly different needs and expectations for programs and services in coming years, and program planning will be needed to provide differing requirements.

Age Segment Analyses should ideally be done for every program offered by the Department. Program coordinators/managers should include this information when creating or updating program plans for individual programs. An Age Segment Analysis can also be incorporated into Mini Business Plans for comprehensive program planning.

5.3 LIFECYCLE ANALYSIS

A lifecycle analysis involves reviewing every program identified by City of West Sacramento staff to determine the stage of growth or decline for each as a way of informing strategic decisions about the overall recreation program portfolio. The various stages of program lifecycles are as follows:

- Introduction - New program; modest participation.
- Take-Off - Rapid participation growth.
- Growth - Moderate, but consistent participation growth.
- Mature - Slow participation growth.
- Saturated - Minimal to no participation growth; extreme competition.
- Decline - Declining participation.

This analysis is not based on strict quantitative data, but rather is based on staff’s knowledge of their program areas. The table below shows the percentage distribution of the various lifecycle categories of the Department’s recreation programs. These percentages were obtained by comparing the number of programs in each individual stage with the total number of programs listed by staff.

System-wide: Lifecycle Stage				
	Percentage	Number	Actual Distribution	Best Practice Distribution
Introduction	2%	2	39.7%	50-60%
Take-Off	2%	2		
Growth	36%	44		
Mature	51%	62	51.2%	40%
Saturated	7%	9	9.1%	0-10%
Decline	2%	2		
Total	100%	121		

5.3.1 RECREATION PROGRAM LIFECYCLE ANALYSIS - CURRENT DISTRIBUTION AND RECOMMENDATIONS

Overall, the lifecycle analysis results indicate a slightly unbalanced distribution of all programs across the life cycle. A combined total of 39.7% of programs fall into the Introduction, Take-off and Growth stages.

While it is important to provide new programs to align with trends and help meet the evolving needs of the community, it is also important to have a stable core segment of programs that are in the Mature stage. Currently, the Department has 51.2% of their programs in this category. It is recommended that this be approximately 40% so as to provide stability to the overall program portfolio, but without dominating the portfolio with programs that are advancing to the later stages of the lifecycle. Programs in the Mature stage should be tracked for signs they are entering the Saturation or Decline stages. There should be an ongoing process to evaluate program participation and trends to ensure that program offerings continue to meet the community's needs.

A total of 9.1% of programs are saturated or declining. It is recommended keeping as few programs as possible in these two stages, but it is understood that programs eventually evolve into saturation and decline. If programs never reach these stages, it is an **indication that staff may be "over-tweaking" their offerings** and abbreviating the natural evolution of programs. This prevents programs from reaching their maximum participation, efficiency, and effectiveness. For Departments challenged with doing the most they can with limited resources, this has the potential to be an area of concern.

As programs enter into the Decline stage, they must be closely reviewed and evaluated for repositioning or elimination. When this occurs, it is recommended to modify these programs to begin a new lifecycle with the introductory stage or to add new programs based upon community needs and trends.

Staff should complete a lifecycle review on an annual basis and ensure that the percentage distribution closely aligns with desired performance.

5.4 PARTICIPATION ANALYSIS

A participation analysis involves reviewing every program identified by staff to determine participation rates for each as a way of informing strategic decisions about the overall recreation program portfolio. The levels of program participation rates are as follows:

- 0% - indicates that program had no enrollment.
- 1-24% - indicates enrollment at the rate of 1-24% of the maximum enrollment for the program.
- 25-49% - indicates enrollment at the rate of 25-49% of the maximum enrollment for the program.
- *50-74% - Indicates enrollment at the rate of 50-74% of the maximum enrollment for the program.
- 75-99% - Indicates enrollment at the rate of 75-99% of the maximum enrollment for the program.
- 100+% - indicates enrollment at the rate of 100% or greater of the maximum enrollment for the program.

* Achieving 50% enrollment is typically viewed as the threshold in which a program will be held.

This analysis is based on strict quantitative data collected for program enrollment for the period of July 2016 - June 2017. The tables below show the distribution of the various program participation categories of the Department’s recreation programs.

TOTAL PROGRAM PARTICIPATION OVERVIEW		
TOTAL POSSIBLE MAXIMUM ENROLLMENT	ACTUAL ENROLLMENT	PERCENTAGE OF ACTUAL ENROLLMENT TO MAX ENROLLMENT
192,969	119,904	62%

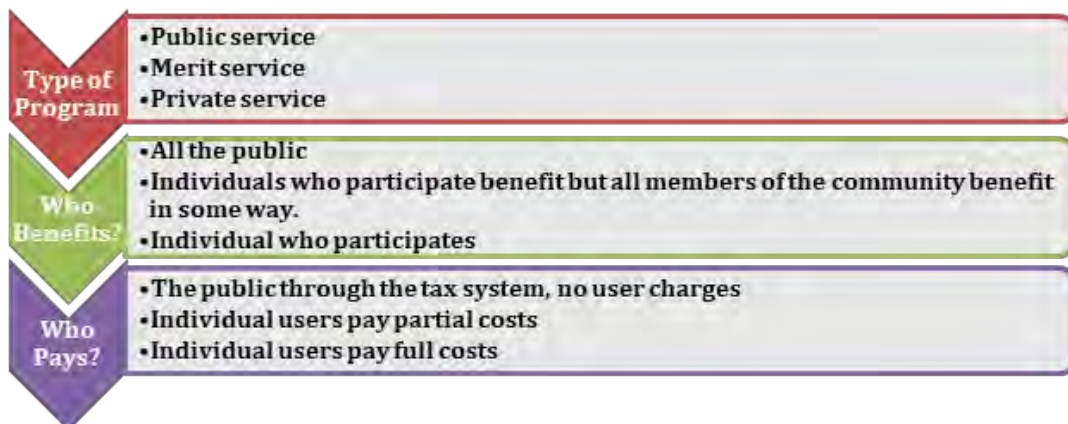
PERCENTAGE of Programs with 0% of Max enrollment	PERCENTAGE of Programs with 1-24% of Max Enrollment	PERCENTAGE of Programs with 25-49% of Max Enrollment	PERCENTAGE of Programs with 50-74% of Max Enrollment	PERCENTAGE of Programs with 75-99% of Max Enrollment	PERCENTAGE of Programs with 100+% of Max Enrollment
0.8%	0.8%	7.8%	34.1%	46.5%	10.1%

Recreation Program Participation Analysis - Current Distribution

With an overall participation rate of 62% coupled with 90.7% of all programs offered having at least 50% enrollment, the analysis results indicate a highly effective and efficient approach to delivering recreation programs to West Sacramento residents.

5.5 PROGRAM AND SERVICE CLASSIFICATION

The Parks and Recreation Department currently does not classify its programs and services. Classifying programs and services is an important process for an agency to follow in order to remain aligned with **the community’s** interests and needs, the mission of the organization, and to sustainably operate within the bounds of the financial resources that support it. The criteria utilized and recommended in program classification stems from the concept detailed by Dr. John Crompton, Distinguished University Professor in the Recreation, Park and Tourism Sciences Department at Texas A&M University and Dr. Charles W. Lamb, Chair, Department of Information Systems and Supply Chain Management at Texas Christian University. In *Marketing Government and Social Services*, they purport that programs need to be evaluated on the criteria of type, who benefits, and who bears the cost of the program. This is illustrated below:



The approach taken in this analysis expands classifying services in the following ways:

- For whom the program is targeted?
- For what purpose?
- For what benefits?
- For what cost?
- For what outcome?

5.5.1 PARAMETERS FOR CLASSIFYING PROGRAM TYPES

The first milestone is to develop a classification system for the services and functions of the City of West Sacramento Parks and Recreation Department. These systems need to reflect the statutory obligations of the City, the support functions performed, and the value-added programs that enrich both the **customer's experience** and generate earned revenues in mission-aligned ways to help support operating costs. In order to identify how the costs of services are supported and by what funding source, the programs are to be classified by their intended purpose and what benefits they provide. Then funding source expectations can then be assigned and this data used in future cost analysis. The results of this process are a summary of classification definitions and criteria, classification of programs within the City of West Sacramento Parks and Recreation Department and recommended cost recovery targets for each service based on these assumptions.

Program classification is important as financial performance (cost recovery) goals are established for each category of services. This is then linked to the recommendations and strategies for each program. These classifications need to be organized to correspond with cost recovery expectations defined for each category. For the Master Plan effort, each program area is assigned a specific cost recovery target that aligns to these expectations.

5.5.2 SERVICE CLASSIFICATION PROCESS

The service classification process consists of the following steps:

1. Develop a definition for each program classification that fits the legislative intent and expectations of the Department; the ability of the Department to meet public needs within the appropriate areas of service; and the mission and core values of City of West Sacramento's Parks and Recreation Department.
2. Develop criteria that can be used to evaluate each program and function within the Department and determine the classification that best fits.

5.5.3 PROGRAM CLASSIFICATION DESCRIPTIONS

The program classification matrix was developed as a guide for the Department staff to follow when classifying programs, and how that program needs to be managed with regard to cost recovery. By **establishing clarification of what constitutes a "Core Public Service", "Important Public Service", and "Value Added Service" will provide the** Department and its stakeholders a better understanding of why and how to manage each program area as it applies to public and private value.

Additionally, the effectiveness of the criteria linked to performance management expectations relies on the true cost of programs (direct and indirect cost) being identified. Where a program falls within this matrix can help to determine the most appropriate cost recovery rate that should be pursued and measured. This includes being able to determine what level of public and private benefit exists as they **apply to each program area. Public benefit is described as, "everyone receives the same level of benefit**

with equal access”. Private benefit is described as “the user receives exclusive benefit above what a general taxpayer receives for their personal benefit”.

	ESSENTIAL Programs	IMPORTANT Programs	VALUE-ADDED Programs
Public interest; Legal Mandate; Mission Alignment	<ul style="list-style-type: none"> • High public expectation 	<ul style="list-style-type: none"> • High public expectation 	<ul style="list-style-type: none"> • High individual and interest group expectation
Financial Sustainability	<ul style="list-style-type: none"> • Free, nominal or fee tailored to public needs • Requires public funding 	<ul style="list-style-type: none"> • Fees cover some direct costs • Requires a balance of public funding and a cost recovery target 	<ul style="list-style-type: none"> • Fees cover most direct and indirect costs • Some public funding as appropriate
Benefits (i.e., health, safety, protection of assets).	<ul style="list-style-type: none"> • Substantial public benefit (negative consequence if not provided) 	<ul style="list-style-type: none"> • Public and individual benefit 	<ul style="list-style-type: none"> • Primarily individual benefit
Competition in the Market	<ul style="list-style-type: none"> • Limited or no alternative providers 	<ul style="list-style-type: none"> • Alternative providers unable to meet demand or need 	<ul style="list-style-type: none"> • Alternative providers readily available
Access	<ul style="list-style-type: none"> • Open access by all 	<ul style="list-style-type: none"> • Open access • Limited access to users 	<ul style="list-style-type: none"> • Limited access to users

5.5.4 CLASSIFICATION OF SERVICES - KEY RECOMMENDATIONS

The following recommendations should be considered to improve the fiscal performance and the delivery of programs and services.

- Implement the Classification of Services and Cost Recovery Goals: Through the program assessment analysis, the major functional program areas were assessed and classified based on the criteria identified in Section 5.5. This process included determining which programs and services fit into each classification criteria. Then cost recovery goals were established based on the guidelines included in this plan. The percentage of cost recovery is based on the classification of services and will *typically* fall within these ranges, *although anomalies will exist*:
 - Core 0-35%.
 - Important 35-75%.
 - Value Added 75%+.



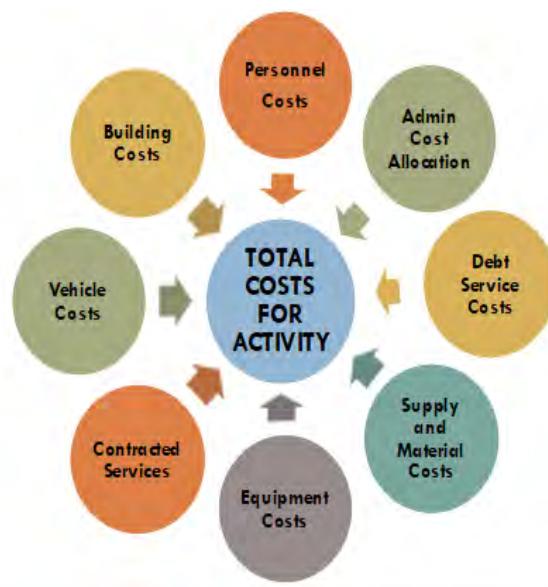
The table below represents a summary of programs and services, the classification of those programs, the current direct cost of service recovery goal and the recommended TOTAL cost of service recovery goals to be achieved within 5 years.

Core Program Area	Benefit Level	Classification	Pricing Strategy	Recommended TOTAL Cost Recovery Goal	Current Cost Recovery Goal
Active Aging Programs	Merit	Important	General Fund/User Fees	50%	75%
Active Older Adults 55+	Community	Essential	General Fund	up to 35%	100%
Adaptive Recreation Programs	Community	Essential	General Fund	up to 35%	50%
Adult Sports	Individual	Value Added	User Fees	100%	100% of Direct Cost
Aquatics	Merit	Important	General Fund/User Fees	50%	100% of Direct Cost
Early Learning	Community	Essential	General Fund	up to 35%	0%
Exercise and Wellness	Individual	Value Added	User Fees	100%	100% of Direct Cost
Facility Rentals	Individual	Value Added	Rental Fees	100%	100%
Facility Rentals (Boathouse)	Individual	Value Added	Rental Fees	100%	100% of Direct cost
Leisure Interest Classes	Merit	Important	General Fund/User Fees	50%	100% of Direct cost
Performing Arts	Merit	Important	General Fund/User Fees	50%	100% of Direct cost
Seniors Services	Community	Essential	General Fund	up to 35%	Depends on event
Special Events	Community	Essential	General Fund	up to 35%	0%
Special Event Permitting	Individual	Value Added	Permit/User Fees	100%	0%
Special Interest	Individual	Value Added	User Fees	100%	0%
Visual Arts	Community	Essential	Sponsorships/General Fund	up to 35%	100%
Volunteer Programs	Community	Essential	General Fund	0%	100%
Volunteer Services/Community Outreach	Community	Essential	General Fund	0%	0%
Youth Camps	Individual	Value Added	User Fees	100%	0%
Youth Programs	Merit	Important	General Fund/User Fees	50%	0%
Youth Sports	Merit	Important	General Fund/User Fees	50%	50% of Direct cost

5.6 UNDERSTANDING THE FULL COST OF SERVICE

To properly fund all programs, either through tax subsidies or user fees, and to establish the right cost recovery targets, a Cost of Service Analysis should be conducted on each program, or program type, that accurately calculates direct (i.e., program-specific) and indirect (i.e., comprehensive, including administrative overhead) costs. Completing a Cost of Service Analysis not only helps determine the true and full cost of offering a program but provides information that can be used to price programs based upon accurate delivery costs.

The figure to the right illustrates the common types of costs that must be accounted for in a Cost of Service Analysis.



The methodology for determining the total Cost of Service involves calculating the total cost for the activity, program, or service, then calculating the total revenue earned for that activity. Costs (and revenue) can also be derived on a per unit basis. Program or activity units may include:

- Number of participants.
- Number of tasks performed.
- Number of consumable units.
- Number of service calls.
- Number of events.
- Required time for offering program/service.

Agencies use Cost of Service Analyses to determine what financial resources are required to provide specific programs at specific levels of service. Results are used to determine and track cost recovery as well as to benchmark different programs provided by West Sacramento between one another. Cost recovery goals are established once Cost of Service totals have been calculated. Department staff should be trained on the process of conducting a Cost of Service Analysis and the process undertaken on a regular basis.

5.6.1 COST OF SERVICE RECOMMENDATIONS

Currently, the West Sacramento Parks and Recreation Department does track revenue, expenditures and cost recovery goals for each program, but is not consistent in doing so. To more accurately track cost of service and cost recovery, the following is recommended:

1. Develop New Pricing Policy Based on Classification of Programs and Services: Given the recommended shift in philosophical approach, it is important to refocus the Department on cost recovery goals by functional program area or line of service. Pricing based on established operating budget recovery goals will provide flexibility to maximize all pricing strategies to the fullest. Allowing the staff to work within a pricing range tied to cost recovery goals will permit them to set prices based on market factors and differential pricing (prime-time/non-primetime, season/off-season rates) to maximize user participation and also encourage additional group rate pricing where applicable.

The cost recovery goals are expected to be achieved over a 5-year period and there should be no expectation that they be realized immediately. It is expected that an iterative implementation process of introducing the classification methodology and a new pricing policy along with the completion of the Department's **cost of service analysis will occur** in 2019/2020. This process will have an impact on cost recovery as it will result in the refinement of foundational business elements including but not limited to service levels, service delivery, pricing and the guidelines developed to secure external operational funding sources such as grants, donations and partnerships. Additionally, external factors such as economic conditions **and changes to the City's financial policies will have a bearing** on achieving a cost recovery goal in which revenue offsets 50% of expenditures.

2. Develop Pricing Strategies: As the Parks and Recreation Department embarks on the implementation of a new pricing policy, it will be necessary to expand upon and implement pricing strategies that will not only increase sales but also maximize the utilization of the City's parks, programs and recreation facilities. By creating pricing options, customers are given the

opportunity to choose which option best fits their schedule and price point. It is recommended that the Department continue to explore pricing strategies that create options for the customer.

The following table offers examples of pricing options.

• Primetime	• Incentive Pricing
• Non-primetime	• Length of Stay Pricing
• Season and Off-season Rates	• Cost Recovery Goal Pricing
• Multi-tiered Program Pricing	• Level of Exclusivity Pricing
• Group Discounting and Packaging	• Age Segment Pricing
• Volume Pricing	• Level of Private Gain Pricing

5.7 OTHER KEY FINDINGS

- Program Evaluation: Assessment and evaluation tools to measure the success of programs and services are in place.
- Customer Satisfaction and Retention: The Department currently tracks customer satisfaction ratings but not customer retention percentages.
- Staff Training/Evaluation: The Department has a staff training program and solid evaluation methods in place.
- Public Input: The Department does not utilize survey tools to continually gather feedback on needs and unmet needs for programming.
- Marketing: The Department utilizes a number of marketing strategies to inform City residents of the offerings of the community; however, it lacks a formalized Marketing Plan which can be utilized to create target marketing strategies.
- Volunteers: The Department has a strong volunteer program.
- Partnerships: The Department utilizes a number of partner providers to deliver programs to West Sacramento residents and has developed a formal partnership policy.
- Competition: The Department has a general understanding of other service providers.

5.8 OTHER KEY RECOMMENDATIONS

- Participation Data Analysis: Through ongoing participation data analysis, refine recreation program offerings to reduce low enrollment or cancelled programs due to no enrollment.
- Expand programs and services in the areas of greatest demand: Ongoing analysis of the participation trends of programming and services in West Sacramento is significant when delivering high quality programs and services. By doing so, staff will be able to focus their efforts on the programs and services of the greatest need and reduce or eliminate programs and services where interest is declining. Specific efforts should be made to increase programming in the areas of greatest UNMET need as identified in the statistically valid survey.
- Evaluation: Implement the program assessment and evaluation tool as recommended.

5.9 PROGRAM PLAN SUMMARY

The Department is delivering quality programs, services and events to the community, *however, does have opportunity for improvement*. The chart below provides a summary of the recommended actions that the Department should implement in developing a program plan to meet the needs of residents.

PROGRAM	ACTION	TIMELINE
HIGH PRIORITY		
Community special events	EXPAND	SHORT-TERM
Adult fitness and wellness programs	EXPAND at Community Center	SHORT-TERM
Outdoor environmental programs	IMPLEMENT	SHORT-TERM (partnershp)
Family recreational ice skating	EXPAND	LONG-TERM (with Central Park)
Water fitness programs/lap swimming	CONTINUE/EXPAND	IMMEDIATELY
Family outdoor adventure camps/programs	CONTINUE/EXPAND	SHORT-TERM
Youth summer programs	CONTINUE/EXPAND	SHORT-TERM
After school programs	CONTINUE	SHORT-TERM
Youth learn-to-swim programs	CONTINUE	IMMEDIATELY
Golf lessons/clinics	IMPLEMENT	LONG-TERM
Senior Programs	CONTINUE	SHORT-TERM
MEDIUM PRIORITY		
Youth Sports programs	CONTINUE	SHORT-TERM
Performing arts programs (dance)	CONTINUE	SHORT-TERM
Adult sports programs	CONTINUE	SHORT-TERM
Preschool programs/early childhood	CONTINUE	SHORT-TERM
Visual arts/crafts programs	CONTINUE	SHORT-TERM
Youth fitness and wellness classes	CONTINUE	SHORT-TERM
Middle-school aged programs	CONTINUE	SHORT-TERM
Tennis lessons and leagues	CONTINUE	SHORT-TERM
High-school aged programs	CONTINUE	SHORT-TERM
Ice hockey/figure skating competitions	CONTINUE	LONG-TERM
Sand volleyball leagues and tournaments	CONSIDER	LONG-TERM
LOW PRIORITY		
Youth Basketball/volleyball	CONTINUE	SHORT-TERM
Programs for people with special needs	CONTINUE	SHORT-TERM
Adult basketball/volleyball	CONTINUE	SHORT-TERM
Recreation/competitive swim team	CONTINUE	SHORT-TERM
Active older adult (55-70) basketball/volleyball leagues	CONSIDER	LONG-TERM
Pickleball instruction and leagues	IMPLEMENT	LONG- TERM
Water polo	CONSIDER	LONG- TERM

CHAPTER SIX - FACILITY ASSESSMENTS AND SERVICE LEVELS ANALYSIS

6.1 PARK CLASSIFICATION AND PARK DESIGN PRINCIPLES

In developing design principles for parks, it is important that each park be programmed, planned, and designed to meet the needs of its service area and classification within the overall parks and recreation system. The term programming, when used in the context of planning and developing parkland, refers to a list of uses and facilities and does not always include staff-managed recreation programs. The program for a site can include such elements as ball fields, spray parks, shelters, restrooms, game courts, trails, natural resource stewardship, open meadows, nature preserves, or interpretive areas. These types of amenities are categorized as lead or support amenities. The needs of the population of the park it is intended to serve should be considered and accommodated at each type of park.

Every park, regardless of type, needs to have an established set of outcomes. Park planners and designers design to those outcomes, including operational and maintenance costs associated with the design outcomes.

Each park classification category serves a specific purpose, and the features and facilities in the park must be designed for the number of age segments the park is intended to serve, the desired length of stay deemed appropriate, and the uses it has been assigned. Recreation needs and services require different design standards based on the age segments that make up the community that will be using the park. A varying number of age segments will be accommodated with the park program depending on the classification of the park.

PLEASE NOTE: All parks and recreation facilities and amenities are required, by federal law, to adhere to Americans with Disabilities Act (ADA) regulations.

6.1.1 TERMINOLOGY UTILIZED IN PARK DESIGN PRINCIPLES

- Land Usage: The percentage of space identified for either passive use or active use in a park. A Parks, Recreation and Open Space Master Plan should follow land usage recommendations.
- Programming: Can include active or passive programming. Active means it is organized and planned with pre-registration by the user. Examples of active programming include sports leagues, day camps, and aquatics. Passive programming is self-directed by the user at their own pace. Examples of passive programming include playground usage, picnicking, disc golf, reading, or walking the dog.
- Park/Facility Classifications: Includes Pocket Park, Neighborhood Park, Community Park, Regional Park, Sports Complex Facility, Recreation/Special Use Park and Greenbelts and Conservation.
- Revenue Facilities: These include facilities that charge to play on them in the form of an access fee, player fee, team fee, or permit fee. These could include pools, golf courses, tennis courts, recreation centers, sport field complexes, concession facilities, hospitality centers, reservable shelters, outdoor or indoor theatre space, and special event spaces.
- Signature Facility/Amenity: This is an enhanced facility or amenity which is viewed by the community as deserving of special recognition due to its design, location, function, natural resources, etc.

Design Principles for each park classification are included in the following sections.

6.1.2 POCKET PARKS

A pocket park is a small outdoor space, usually less than 0.25 acres up to three acres, most often located in an urban area surrounded by commercial buildings or houses. Pocket parks are small spaces that may serve a variety of functions, such as: small event space, play areas for children, spaces for relaxing and socializing, taking lunch breaks, etc. Successful pocket parks have four key qualities: they are accessible; allow people to engage in activities; are comfortable spaces and inviting; and are sociable places. In general, pocket parks offer minimal amenities on site and are not designed to support programmed activities. The service area for pocket parks is usually less than a quarter-mile and they are intended for users within close walking distance of the park.

West Sacramento Pocket Parks		
Circle/Willie Deprato Park	Garden Park	Poquito Park
Classics Mini Park	Jerome D. Barry Park	Redwood Park
Eagle Point Park	Kinsington Pocket Park	Rotary Centennial Park
Fred and Leila Holmes Park	Lake View Park	Union Street Pocket Park
	Pheasant Hollow Park	

6.1.3 NEIGHBORHOOD PARK

A neighborhood park should be three to 10 acres; however, some neighborhood parks are determined by use and facilities offered and not by size alone. The service radius for a neighborhood park is one mile. Neighborhood parks should have safe pedestrian access for surrounding residents; parking typically not provided for neighborhood parks less than 5 acres in size, but if included accounts for less than ten cars and provides for ADA access. Neighborhood parks serve the recreational and social focus of the adjoining neighborhoods and contribute to a distinct neighborhood identity.

- Service radius: 1.0-mile radius.
- Site Selection: On a local or collector street. If near an arterial street, provide natural or artificial barrier. Where possible, next to a school. Encourage location to link subdivisions and linked by trails to other parks.
- Length of stay: One-hour experience or less.
- Amenities: One signature amenity (e.g. playground, spray ground park, sport court, gazebo); no restrooms unless necessary for signature amenity; may include one non-programmed sports field; playgrounds for ages 2-5 and 5-12; no reservable shelters; loop trails; one type of sport court; benches, small picnic shelters next to play areas.
- Landscape Design: Appropriate design to enhance the park theme/use/experience.
- Revenue facilities: none.
- Land usage: 85 percent active/15 percent passive.
- Programming: Typically, none, but a signature amenity may be included which is programmed.
- Maintenance Standards: Provide the highest-level maintenance with available funding. Seek a goal of Level 2 maintenance standards. Some amenities may require Level 1 maintenance.
- Signage: Directional signage and facility/amenity regulations to enhance user experience.

- Parking: Design should include widened on-street parking area adjacent to park. Goal is to maximize usable park space. As necessary, provide 5-10 spaces within park including accessible spaces. Traffic calming devices encouraged next to park.

West Sacramento Neighborhood Parks		
Bridgeway Island Park	Linden Park	Southport Gateway Park
Delta Gardens Park	Linden South/Paik North	Sunset Vista Park
Elkhorn Park	Meadowdale Park	Touchstone Park
Emile Whitey Boisclair Park	Patwin Park	Westacre Park
Joey Lopes Park, incl garden	Sam Combs Park	Westfield Playground

6.1.4 COMMUNITY PARK

Community parks are intended to be accessible to multiple neighborhoods and should focus on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces. Community parks are generally larger in scale than neighborhood parks, but smaller than regional parks and are designed typically for residents who live within a three-mile radius. When possible, the park may be developed adjacent to a school. Community parks provide recreational opportunities for the entire family and often contain facilities for specific recreational purposes: athletic fields, tennis courts, extreme sports amenity, loop trails, picnic areas, reservable picnic shelters, sports courts, restrooms with drinking fountains, large turfed and landscaped areas and a playground or spray ground. Passive outdoor recreation activities such as meditation, quiet reflection, and wildlife watching also take place at community parks.

Community parks generally range from 10 to 75 acres depending on the community. Community parks serve a larger area - radius of one to three miles and contain more recreation amenities than a Neighborhood park.

- Service radius: One to three-mile radius.
- Site Selection: On two collector streets minimum and preferably one arterial street. If near an arterial street, provide natural or artificial barrier. Minimal number of residences abutting site. Preference is streets on four sides, or three sides with school or municipal use on fourth side. Encourage trail linkage to other parks.
- Length of stay: Two to three hours experience.
- Amenities: Four signature amenities at a minimum: (e.g., trails, sports fields, large shelters/pavilions, community playground for ages 2-5 and 5-12 with some shaded elements, recreation center, pool or family aquatic center, sports courts, water feature); public restrooms with drinking fountains, ample parking, and security lighting. Sport Fields and Sport Complexes are typical at this park.
- Revenue facilities: One or more (e.g. pool, sports complex, pavilion).
- Land usage: 65 percent active and 35 percent passive.
- Maintenance Standards: Provide the highest-level maintenance with available funding. Seek a goal of Level 2 maintenance standards. Some amenities may require Level 1 maintenance.
- Parking: Sufficient to support the amenities; occupies no more than 10 percent of the park. Design should include widened on-street parking area adjacent to park. Goal is to maximize usable park space. Traffic calming devices encouraged within and next to the park.

- Lighting: Amenity lighting includes sport field light standards.
- Signage: Directional signage and facility/amenity regulations to enhance user experience. May include kiosks in easily identified areas of the facility.
- Landscape Design: Appropriate design to enhance the park theme/use/experience. Enhanced landscaping at park entrances and throughout park.
- Other: Strong appeal to surrounding neighborhoods; loop trail connectivity; linked to Regional Park, trail or recreation facility.

West Sacramento Community Parks		
Alyce Norman Playfield	Bryte Park	Memorial Park
Bridgeway Lakes Community Park	Heritage Oaks Park	Summerfield Park

6.1.5 REGIONAL PARK

A regional park functions as a destination location that serves a large area of several communities, residents within a City, city or county, or across multiple counties. Depending on activities within a Regional park, users may travel as many as 60 miles for a visit. Regional parks include recreational opportunities such as soccer, softball, golf, boating, camping, conservation-wildlife viewing and fishing. Although regional parks usually have a combination of passive areas and active facilities, they are likely to be predominantly natural resource-based parks.

A common size for a regional park is 75 to 1,000 acres but some parks can be 2,000 to 5,000 acres in size. A regional park focuses on activities and natural features not included in most types of parks and often based on a specific scenic or recreational opportunity. Facilities could include those found in a community park and have specialized amenities such as an art center, amphitheater, boating facility, golf course, or natural area with interpretive trails. Regional parks can and should promote tourism and economic development. Regional parks can enhance the economic vitality and identity of the entire region.

- Service radius: Three mile or greater radius.
- Site Selection: Prefer location which can preserve natural resources on-site such as wetlands, streams, and other geographic features or sites with significant cultural or historic features. Significantly large parcel of land. Access from public roads capable of handling anticipated traffic.
- Length of stay: All or multiple day experience.
- Amenities: 10 to 12 amenities to create a signature facility (e.g. golf course, tennis complex, sports complex, lake, regional playground, 3+ reservable picnic shelters, camping, outdoor recreation/extreme sports, recreation center, pool, gardens, trails, zoo, specialty facilities); restrooms with drinking fountains, concessions, restaurant, ample parking, special event site. Sport Fields and Sport Complexes are typical at this park.
- Revenue facilities: Typically, park designed to produce revenue to offset operational costs.
- Land usage: Up to 50 percent active/50 percent passive.
- Maintenance Standards: Provide the highest-level maintenance with available funding. Seek a goal of Level 2 maintenance standards. Some amenities may require Level 1 maintenance.

- Parking: Sufficient for all amenities. Traffic calming devices encouraged within and next to park.
- Lighting: Amenity lighting includes sport field light standards.
- Signage: Directional signage and facility/amenity regulations to enhance user experience, may include kiosks in easily identified areas of the facility.
- Landscape Design: Appropriate design to enhance the park theme/use/experience. Enhanced landscaping at park entrances and throughout park.
- Other: Linked to major trails systems, public transportation available, concessions, and food and retail sales available, dedicated site managers on duty. Wi-Fi and Telephone/Cable TV conduit.
- Size of park: Typically, 75 to 1,000 acres.

West Sacramento Regional Parks	
Barge Canal Recreational Access	River Walk Park (Bridge District Trail)

6.1.6 SPORTS COMPLEX

Sports complexes at community parks, regional parks, and stand-alone sports complexes are developed to provide 4 to 16+ fields or courts in one setting. A sports complex may also support extreme sports facilities, such as BMX and skateboarding. Sports complexes can be single focused or multi-focused and can include indoor or outdoor facilities to serve the needs of both youth and adults. Outdoor fields should be lighted to maximize value and productivity of the complex. Agencies developing sports complexes focus on meeting the needs of residents while also attracting sport tournaments for economic purposes to the community.

Sport field design includes appropriate field distances for each sport’s governing body and support amenities designed to produce revenue to offset operational costs.

Signature sports complexes include enhanced amenities such as artificial turf, multipurpose field benches and bleachers, scoreboards, amplified sound, scorer’s booths, etc. Enhanced amenities would be identified through discussion between City and Schools and or sports associations and dependent upon adequate funding.

- Service radius: Determined by community demand.
- Site Selection: Stand-alone sports complexes are strategically located on or near arterial streets. Refer to community or regional Park sections if sport complex located within a park. Preference is streets on four sides, or three sides with school or municipal use on fourth side.
- Length of stay: Two to three hours experience for single activities. Can be all day for tournaments or special events.
- Amenities: Four to sixteen or more fields or sports courts in one setting; restrooms, ample parking, turf types appropriate for the facility and anticipated usage, and field lighting.
- Revenue facilities: Four or more (e.g. fields, concession stand, picnic pavilion).
- Land usage: 95 percent active and 5 percent passive.
- Programming: Focus on active programming of all amenities.
- Parking: Sufficient to support the amenities. Traffic calming devices encouraged within and next to park.

- Lighting: Amenity lighting includes sport field light standards.
- Signage: Directional signage and facility/amenity regulations to enhance user experience. May include kiosks in easily identified areas of the facility.
- Landscape Design: Appropriate design to enhance the park theme/use/experience. Enhanced landscaping at entrances and throughout complex.
- Size of park: Preferably 20 or more acres for stand-alone complexes.

The City of West Sacramento does not currently have any parks that fit the Sports Complex classification.

6.1.7 RECREATION/SPECIAL USE AREAS

Recreation/special use areas **are those spaces that don't fall within a typical park classification. A major difference** between a special use facility and other parks is that they usually serve a single purpose whereas other park classifications are designed to offer multiple recreation opportunities. It is possible for a special use facility to be located inside another park. Special use facilities generally fall into four categories:

- Cemeteries - burial-ground that is generally viewed as a large public park or ground laid out expressly for the interment of the dead. Cemeteries are normally distinct from churchyards, which are typically consecrated according to one denomination and are attached directly to a single place of worship. Cemeteries can be viewed as historic sites.
- Historic/Cultural/Social Sites - unique local resources offering historical, educational, and cultural opportunities. Examples include historic downtown areas, plaza parks, performing arts parks, arboretums, display gardens, performing arts facilities, indoor theaters, churches, and amphitheaters. Frequently these are located in community or regional parks. *The Indian Heritage Museum site, currently being planned by the State, would fall into this category.*
- Golf Courses - Nine and 18-hole complexes with ancillary facilities such as club houses, driving ranges, program space and learning centers. These facilities are highly maintained and support a wide age level of males and females. Programs are targeted for daily use play, tournaments, leagues, clinics and special events. Operational costs come from daily play, season pass holders, concession stands, driving range fees, earned income opportunities and sale of pro shop items.
- Indoor Recreation Facilities - specialized or single purpose facilities. Examples include community centers, senior centers and community theaters. Frequently these are located in community or regional Parks.
- Outdoor Recreation Facilities - Examples include baseball stadiums, aquatic parks, disc golf, skateboard, BMX, and dog parks, which may be located in a park.
 - Size of park: Depends upon facilities and activities included. Their diverse character makes it impossible to apply acreage standards.
 - Service radius: Depends upon facilities and activities included. Typically serves special user groups while a few serve the entire population.
 - Site Selection: Given the variety of potential uses, no specific standards are defined for site selection. As with all park types, the site itself should be located where it is appropriate for its use.
 - Length of stay: varies by facility.

- Amenities: varies by facility.
- Revenue facilities: Due to nature of certain facilities, revenue may be required for construction and/or annual maintenance. This should be determined at a policy level before the facility is planned and constructed.
- Land usage: varies by facility.
- Programming: varies by facility.
- Maintenance Standards: Provide the highest-level maintenance with available funding. Seek a goal of Level 2 maintenance standards. Some amenities (i.e., rose gardens) will require Level 1 maintenance.
- Parking: On-street or off-street parking is provided as appropriate. Goal is to maximize usable park space. As necessary, provide a minimum of five to 10 spaces within park including accessible spaces. Traffic calming devices encouraged next to park.
- Lighting: Security or amenity only.
- Signage: Directional and regulation signage to enhance user experience.
- Landscape Design: Appropriate design to enhance the park theme/use/experience.

West Sacramento Special Use Parks and Facilities		
Broderick Boat Ramp	Boathouse	Club West
Community Center	Galleria	Raley Field
Recreation Center	Roland Hensley Bike Park	

6.1.8 OPEN SPACE/NATURAL AREA PARKS

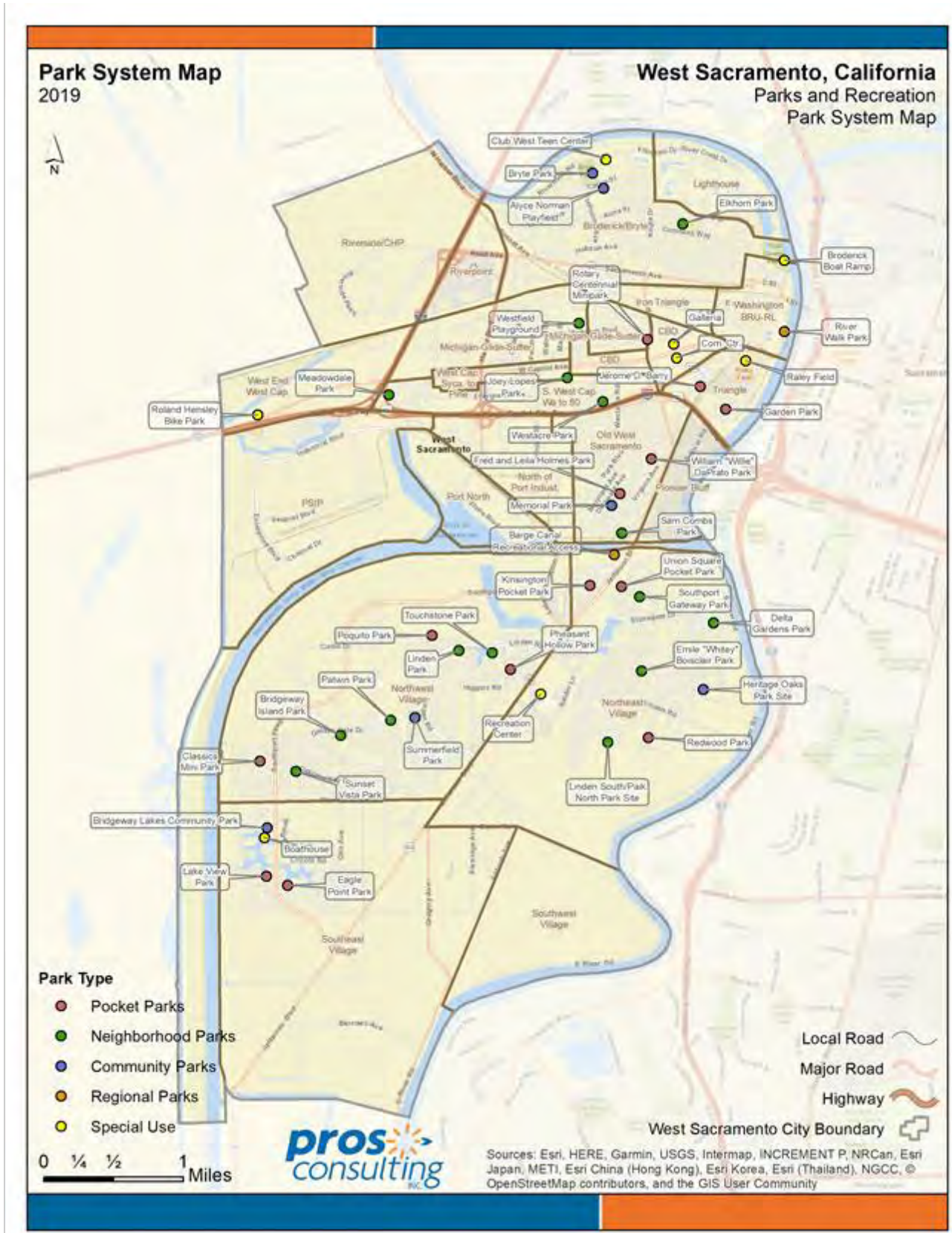
Open space/natural area parks are undeveloped but may include natural or paved trails. Grasslands under power line corridors are one example; creek areas are another. Open space/natural area parks contain natural resources that can be managed for recreation and natural resource conservation values such as a desire to protect wildlife habitat, water quality and endangered species. Open space/natural area parks also can provide opportunities for nature-based, unstructured, low-impact recreational opportunities such as walking and nature viewing.

- Amenities: May include paved or natural trails, wildlife viewing areas, mountain biking, disc golf, interpretation and education facilities.
- Maintenance standards: Demand-based maintenance with available funding. Biological management practices observed.
- Lighting: None.
- Signage: Interpretive kiosks as deemed appropriate.
- Landscape Design: Generally, none. Some areas may include landscaping, such as entryways or around buildings. In these situations, sustainable design is appropriate.

West Sacramento Open Space/Natural Area Parks		
Bees Lakes	Detention Basins	Main Drain Canal and Trail
Bridgeway Lakes Open Space and Lakes	Lake Washington Nature Area	Open Space along Trails

The map on the following page highlights the City’s existing park system.

CITY OF WEST SACRAMENTO CURRENT PARK SYSTEM SUMMARY MAP



6.1.9 TRAILS/RECREATION CORRIDORS

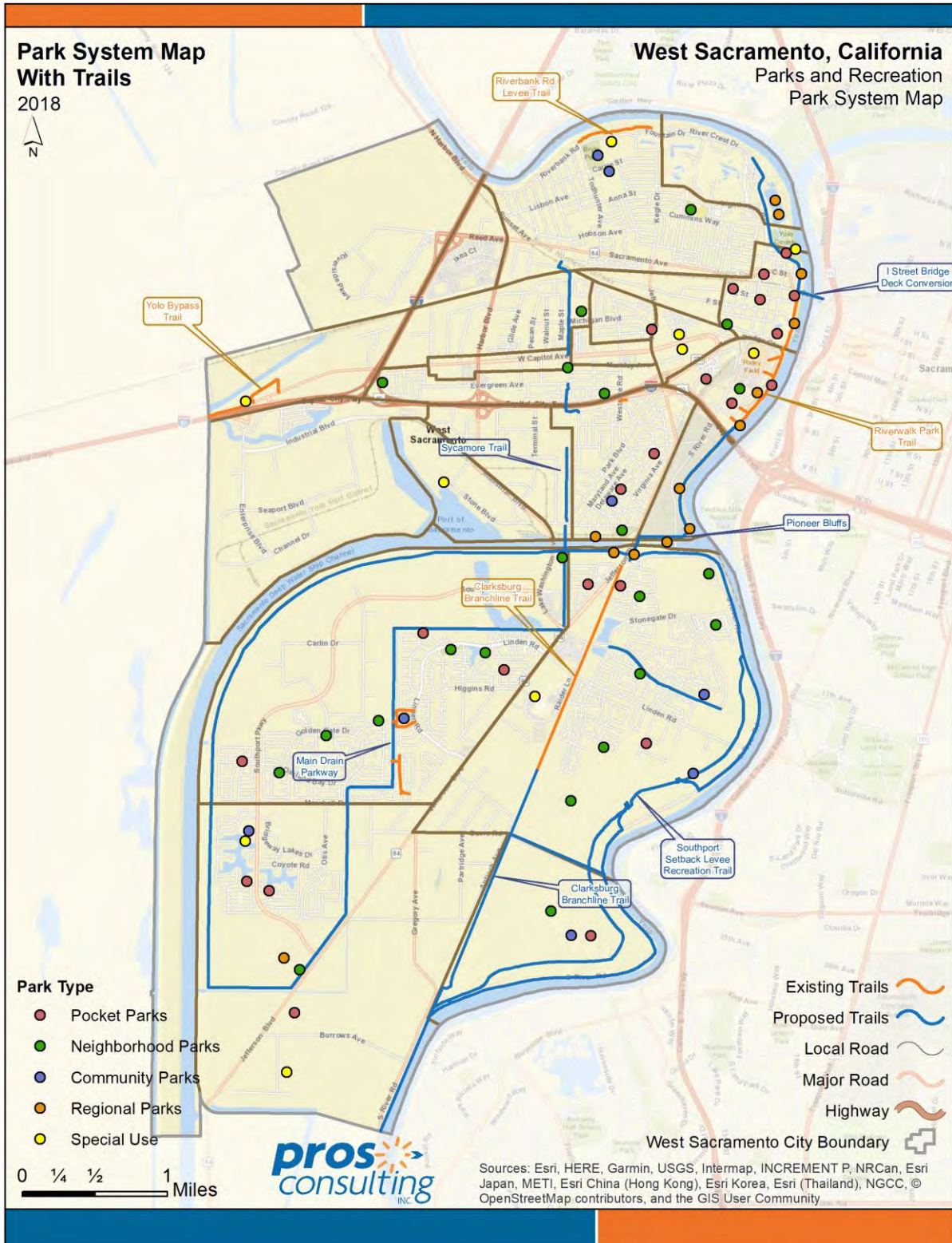
Trails/Recreation Corridors are recognized for their ability to connect people and places while serving as active transportation facilities. Linking neighborhoods, parks, recreation facilities, attractions, and natural areas with a multi-use trail fulfills three guiding principles simultaneously: protecting natural areas along river and open space areas and providing people with a way to access and enjoy them. Multi-use trails also offer a safe, alternative form of active transportation, provide substantial health benefits, habitat enhancements for plants and wildlife, and unique opportunities for outdoor education and cultural interpretation.

- Site Selection: Located consistent with approved Bicycle, Pedestrian and Trails Master Plan.
- Amenities: Parking and restrooms at major trailheads. May include small parks along the trail.
- Maintenance standards: Demand-based maintenance with available funding. Biological management practices observed.
- Lighting: Security lighting at trailheads and along trail is preferred.
- Signage: Mileage markers at ¼ mile intervals. Interpretive kiosks at all trailheads and where deemed necessary.
- Landscape Design: Coordinated planting scheme in urban areas. Limited or no planting in open space areas.
- Other: Connectivity to parks or other City attractions and facilities is desirable.
- Size: Typically, at least 30 ft. width of unencumbered land for a Greenbelt. May include a trail to support walk, bike, run, equestrian type activities. Typically, an urban trail is 8-10 feet wide to support pedestrian and bicycle uses. Trails incorporate signage to designate where a user is located and where the trails connect in the City.

The map on the following page identifies current and future trails/recreation corridors and the linkages that connect (or will connect) West Sacramento’s parks with its neighborhoods and destination locations.



CITY OF WEST SACRAMENTO PARK SYSTEM WITH TRAILS



6.2 DEVELOPED PARK/FACILITY INVENTORY AND ASSESSMENT

An assessment and general onsite inspection of each park, facility and grounds property managed by the Department was completed utilizing the following asset condition rating system. An inventory and overall assessment for the entire system has been provided as separate stand-alone documents.

A = Excellent

- Looks new and is in excellent mechanical and aesthetic condition.

B = Very Good

- Has minor mechanical and equipment defects but is in excellent mechanical and aesthetic condition.

C = Good

- Has some repairable mechanical and equipment defects and is free of major problems.

D = Fair

- Has some mechanical and equipment defects that require major repair and/or replacement.

F = Poor

- Has major defects and requires significant lifecycle replacement.

In addition to conducting an overall assessment of each park, a determination was made on the lifecycle stage of the assets of each park. Lifecycle stage was identified as:

1 = Beginning

- Assets are at the beginning of its lifecycle.

2 = Middle

- Assets are in the middle of its lifecycle.

3 = End

- Assets are at the end of its lifecycle.

The table on the following page summarizes the assessment of **the City's parks system**.



6.2.1 PARK AND FACILITY ASSESSMENT AND LIFECYCLE RATINGS

ASSET CONDITION AND LIFECYCLE RATINGS				
EXISTING PARKS				
Park	Park Classification	Acreage	Condition Rating	Lifecycle Tier
Alyce Norman Playfield	Community	16.9	C	3
Barge Canal Recreational Access	Regional	8.9	B	2
Bridgeway Island Park	Neighborhood	4.2	B	2
Bridgeway Lakes Community Park	Community	10.6	A	1
Broderick Boat Ramp	Special Use	8.9	B-C	2
Bryte Park	Community	25.4	C	3
Circle/Willie Deprato Park	Pocket	0.2	B	1
Classics Mini Park	Pocket	0.5	B	2
Delta Gardens Park	Neighborhood	3.3	A	1
Eagle Point Park	Pocket	1.1	B	1
Elkhorn Park	Neighborhood	4.6	B	1
Emile Whitey Boisclair Park	Neighborhood	2.7	A	1
Fred and Leila Holmes Park	Pocket	0.6	B	1
Garden Park	Pocket	0.6	A	1
Heritage Oaks Park	Community	9.1	NA	NA
Jerome D. Barry Park	Pocket	2.1	A-B	1
Joey Lopes Park, incl garden	Neighborhood	4.3	B	1
Kinsington Pocket Park	Pocket	0.1	NA	NA
Lake View Park	Pocket	0.7	B	1
Linden Park	Neighborhood	4	B	2
Linden South/Paik North	Neighborhood	1.7	A	1
Meadowdale Park	Neighborhood	3.8	C	3
Memorial Park	Community	4.1	C	3
Patwin Park	Neighborhood	4.6	C	2
Pheasant Hollow Park	Pocket	0.6	B	1
Poquito Park	Pocket	0.2	B	2
Redwood Park	Pocket	0.5	B-C	3
River Walk Park	Regional	9.7	A-C	2
Roland Hensley Bike Park	Special Use	1.9	B	1
Rotary Centennial Park	Pocket	0.2	B	1
Sam Combs Park	Neighborhood	4.3	C	2
Southport Gateway Park	Neighborhood	2.2	B	2
Summerfield Park	Community	8	C	2
Sunset Vista Park	Neighborhood	4.3	A	1
Touchstone Park	Neighborhood	1.8	B	2
Union Street Pocket Park	Pocket	0.2	NA	NA
Westacre Park	Neighborhood	3.4	C	2
Westfield Playground	Neighborhood	3.4	B	1
EXISTING RECREATION FACILITIES				
Facility	Facility Classification	Square Footage	Condition Rating	Lifecycle Tier
Boathouse	Neighborhood	8,000	A	1
Club West	Youth Center	4,215	D	3
Community Center	Community	21,000	A	1
Galleria	Event Space	5,340	A	1
Recreation Center	Recreation	37,699	A-B	2

N/A = Parks not yet fully developed

6.3 LEVEL OF SERVICE STANDARDS - CURRENT

Level of Service (LOS) standards are guidelines that define service areas based on population that support investment decisions related to parks, facilities and amenities. LOS standards can and will change over time; as the population increases, the need to acquire additional land and develop parks also increases as will the costs to do so.

The consultant team evaluated LOS standards using a combination of local, regional and national resources, including:

- General Plan 2035 Policy Document; Parks and Recreation Element.
- National Recreation and Park Association (NRPA) guidelines.
- **Recreation activity participation rates reported by the Sports & Fitness Industry Association’s (SFIA) 2017 Study of Sports.**
- Fitness, and Leisure Participation as it applies to activities that occur in the United States and West Sacramento area.
- Community and stakeholder input and general observations. This information allowed standards to be customized to the West Sacramento Parks and Recreation system.

These resources provide LOS guidelines based on population to inform and support investment decisions related to parks, facilities and amenities. When coupled with local input on the needs of the West Sacramento community, these standards help to identify park and facility/amenity gaps and surpluses. The findings of the LOS standards analysis are summarized below:

- West Sacramento currently provides a total LOS of 3.68 acres of developed parks per 1,000 residents **based on the City’s current population. When compared to the General Plan 2035** targeted LOS standards for developed parks at 5.0 acres per 1,000 residents, the City is currently deficient by 72 acres.
- To keep up with the projected population growth and to meet the General Plan 2035 recommended LOS standards, the City will need to add a total of 110 developed park acres to the system by 2028. Additional park acreage is needed in every park classification.
- **Trails were evaluated and found to meet the City’s target of 0.5 linear miles per 1,000 residents.** However, connectivity to destination locations, including parks, are a critical element of a successful trails network. The trail improvements identified in this plan improve **connectivity and are consistent with the City’s 2018 Bicycle, Pedestrian and Trails Master Plan.**
- The City currently meets 2028 standards for several amenities including: cricket fields, outdoor basketball courts, outdoor aquatic centers and skate parks, but is deficient in rectangular fields, tennis courts, baseball/softball diamonds and a variety of other park amenities.

Based on a thorough review of the parks and recreation system and public input, it is recommended that the City pursue further development of specific parks and recreation amenities that meet the needs listed in the *High Priority Program and Facility Rankings* and address the gaps per park type to increase the current level of service standard for the projected population in 2028.

The table on the following page details the current and recommended LOS for the West Sacramento Parks and Recreation System.

West Sacramento Level of Service Standards - Existing Conditions

Recreation Component	2018 Inventory (Acres)		Service Levels				2018 Standards		2028 Standards		
	City-owned	Other-owned	Total Inventory	Current Service Level based upon City Population*	GP 2035/Recommended Service Levels	Meet Standard/Need Exists	Additional Facilities/Amenities Needed	Meet Standard/Need Exists	Additional Facilities/Amenities Needed		
PARKS AND SPECIAL USE FACILITIES											
Pocket Parks	7.08	-	7.08	0.13 acres per	1,000	0.20 acres per	1,000	Need Exists	4 Acres(s)	Need Exists	5 Acres(s)
Neighborhood Parks	36.80	17.12	53.92	1.00 acres per	1,000	1.80 acres per	1,000	Need Exists	44 Acres(s)	Need Exists	57 Acres(s)
Community Parks	53.11	42.26	95.37	1.76 acres per	1,000	2.00 acres per	1,000	Need Exists	13 Acres(s)	Need Exists	28 Acres(s)
Regional Parks	9.71	8.85	18.56	0.34 acres per	1,000	0.50 acres per	1,000	Need Exists	9 Acres(s)	Need Exists	12 Acres(s)
Special Use Parks/Facilities	10.89	13.49	24.38	0.45 acres per	1,000	0.50 acres per	1,000	Need Exists	3 Acres(s)	Need Exists	7 Acres(s)
Total	117.59	81.72	199.31	3.68 acres per	1,000	5.00 acres per	1,000	Need Exists	72 Acres(s)	Need Exists	110 Acres(s)
GREENBELTS AND OPEN SPACE/NATURE AREAS											
Greenbelt and Open/Space Conservation Parks	414.68	(376.67)	38.01	0.70 acres per	1,000	16.50 acres per	1,000	Need Exists	856 Acres(s)	Need Exists	983 Acres(s)
OUTDOOR AMENITIES											
Diamond, Baseball (Teen/Adult)	1.00	1.00	2.00	1.00 field per	27,088	1.00 field per	12,000	Need Exists	3 Field	Need Exists	3 Field
Diamond, Girls Fast Pitch Softball	4.00	-	4.00	1.00 field per	13,544	1.00 field per	10,000	Need Exists	1 Field	Need Exists	2 Field
Diamond, Little League	9.00	-	9.00	1.00 field per	6,020	1.00 field per	5,000	Need Exists	2 Field	Need Exists	3 Field
Diamond, Softball (Adult)	2.00	-	2.00	1.00 field per	27,088	1.00 field per	15,000	Need Exists	2 Field	Need Exists	2 Field
Rectangle Fields	7.00	-	7.00	1.00 field per	7,739	1.00 field per	5,000	Need Exists	4 Field	Need Exists	5 Field
Cricket Field - Summerfield	1.00	-	1.00	1.00 field per	54,176	1.00 field per	75,000	Meets Standard	- Field	Meets Standard	- Field
Disc Golf Course (18 hole)	-	-	-	NA course per	NA	1.00 course per	100,000	Need Exists	1 Course	Need Exists	1 Course
Playground	17.00	1.00	18.00	1.00 site per	3,010	1.00 site per	3,000	Need Exists	0 Site	Need Exists	3 Site
Dog Park	1.00	1.00	2.00	1.00 site per	27,088	1.00 site per	20,000	Need Exists	1 Site	Need Exists	1 Site
Tennis Court (publicly accessible)	-	-	-	NA court per	NA	1.00 court per	7,500	Need Exists	7 Court	Need Exists	8 Court
Outdoor Basketball Court	9.00	-	9.00	1.00 court per	6,020	1.00 court per	8,000	Meets Standard	- Court	Meets Standard	- Court
Sand Volleyball Court	-	-	-	NA court per	NA	1.00 court per	30,000	Need Exists	2 Court	Need Exists	2 Court
Reservable Picnic Shelters	8.00	-	8.00	1.00 site per	6,772	1.00 site per	5,000	Need Exists	3 Site	Need Exists	4 Site
Outdoor Aquatic Center	1.00	-	1.00	1.00 pool per	54,176	1.00 pool per	65,000	Meets Standard	- Pool	Meets Standard	- Pool
Skate Park	1.00	-	1.00	1.00 site per	54,176	1.00 site per	65,000	Meets Standard	- Site	Meets Standard	- Site
RECREATION CORRIDORS	32.02	-	32.02	0.59 acres per	1,000	0.50 linear miles per	1,000	Meets Standard	- Acres(s)	Meets Standard	- Acres(s)
INDOOR FACILITIES											
Club West (Square Feet)	4,215	-	4,215	0.08 SF per person	person	SF per person	Person	Meets Standard	- Square Feet	Meets Standard	- Square Feet
Boathouse (Square Feet)	8,000	-	8,000	0.15 SF per person	person	SF per person	Person	Meets Standard	- Square Feet	Meets Standard	- Square Feet
Galleria (Square Feet)	5,340	-	5,340	0.10 SF per person	person	SF per person	Person	Meets Standard	- Square Feet	Meets Standard	- Square Feet
Recreation Center (Square Feet)	37,699	-	37,699	0.70 SF per person	person	SF per person	Person	Meets Standard	- Square Feet	Meets Standard	- Square Feet
Community Center (Square Feet)	21,000	-	21,000	0.39 SF per person	person	SF per person	Person	Meets Standard	- Square Feet	Meets Standard	- Square Feet
GRAND TOTAL	76,254	-	76,254	1.41 SF per person	person	SF per person	Person	Meets Standard	- Square Feet	Meets Standard	- Square Feet

6.4 TECHNICAL NEEDS ANALYSIS KEY FINDINGS

6.4.1 SERVICE AREA EQUITY MAPPING – CURRENT INVENTORY

The West Sacramento Parks and Recreation system has evolved over time and distribution of sites and facilities throughout the community is reflected in the current site locations. Parks developed prior 1987 were originally part of the Yolo County Parks System and inherited by the City when it was incorporated.

To further illustrate the distribution of current park types and amenities in the City, an equity-mapping analysis was conducted to show the service areas and the gaps in service of the *current* inventory of park types and amenities based on the *recommended* LOS standard. The recommended standard established per 1,000 residents per acre of park type or number of residents per type of amenity are also indicated in the map title.

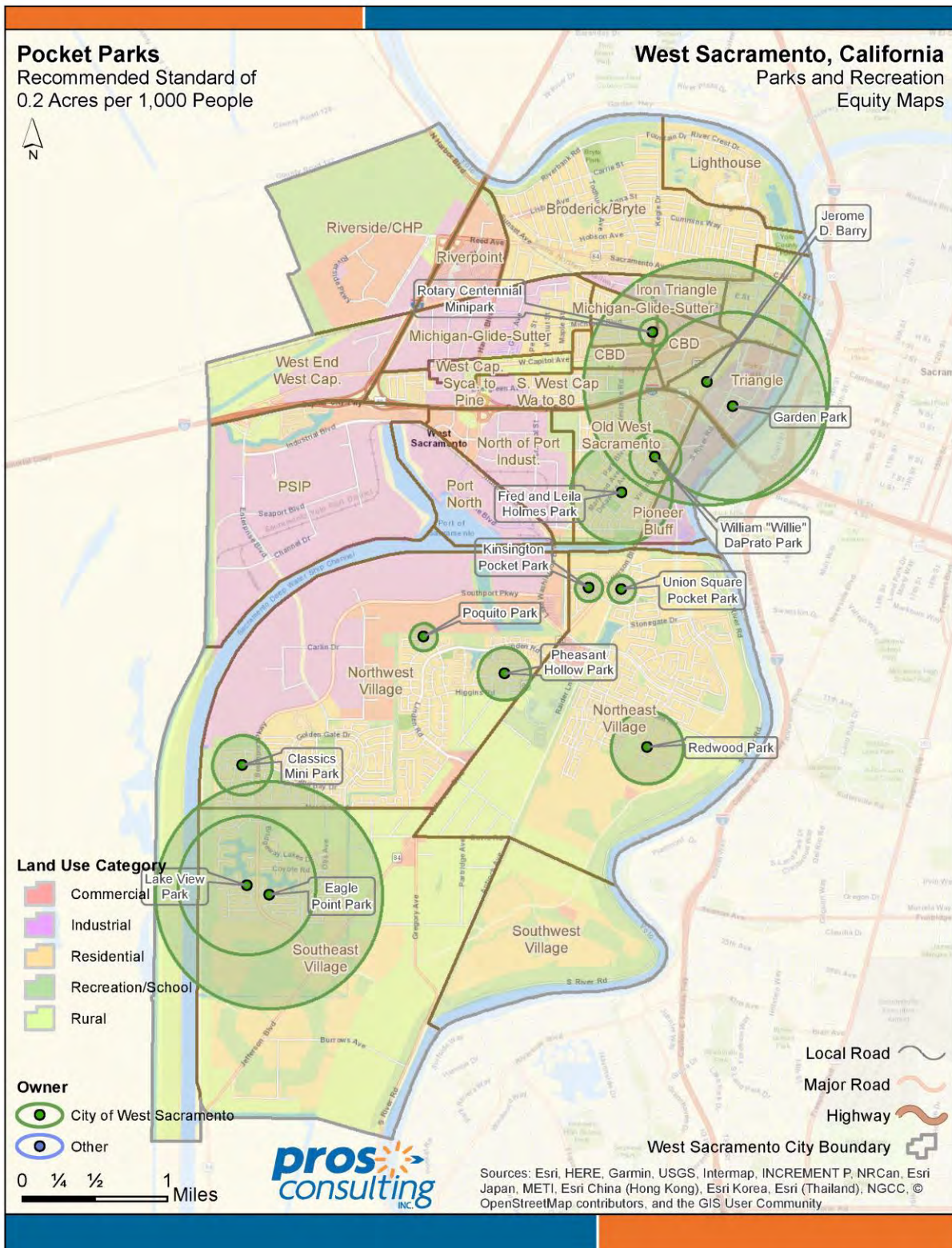
The service area is calculated by the quantity of inventory of each site extended in a uniform radius until the population served by the recommended standard is reached. Shaded areas indicate the extent of the service area based on recommended inventories; unshaded areas indicate locations that would remain outside of the standard service area for each park type or park asset. Unshaded areas are not always the most appropriate location for future parks or park assets. They only represent areas that might be more thoroughly reviewed for potential additional facilities.

Although there are occasions when the service area may extend beyond the **City’s borders, only West Sacramento’s population was utilized** for calculating service area standards in this analysis.

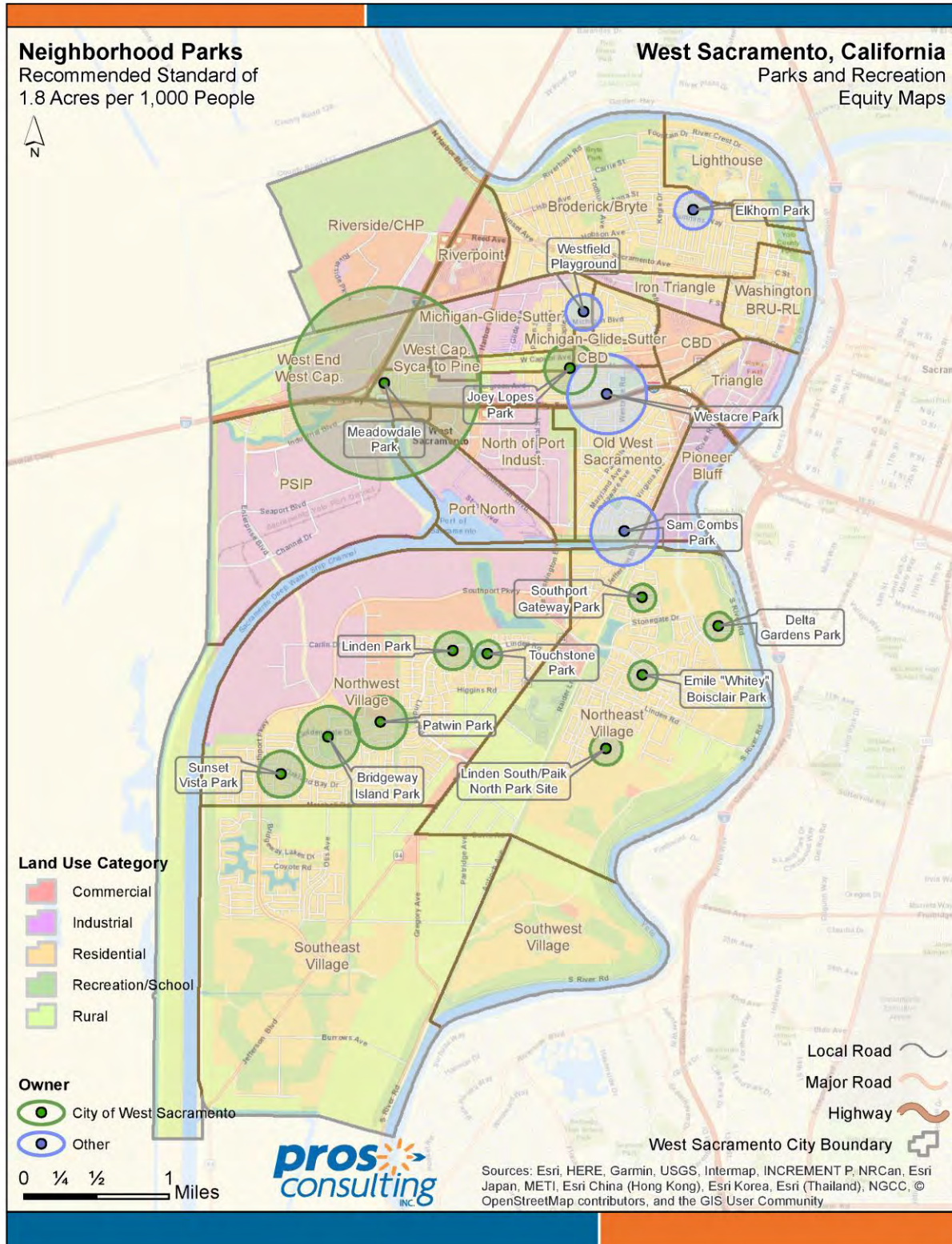
Community-wide maps of existing park types or classifications identified in this Master Plan, as well as the major park amenities, are provided in the pages that follow. The maps on the following pages identify existing:

- Pocket Parks
- Neighborhood Parks
- Community Parks
- Regional Parks
- Special Use Parks
- Ball Diamond Fields - Teen/Adult
- Ball Diamond Fields - Girls Fast Pitch Softball
- Ball Diamond Fields - Little League
- Softball Fields - Adult
- Rectangular Fields - Soccer, Lacrosse, Football
- Playgrounds
- Dog Park
- Outdoor Basketball Courts
- Reservable Picnic Shelters
- Skate Park
- Indoor Recreation Centers

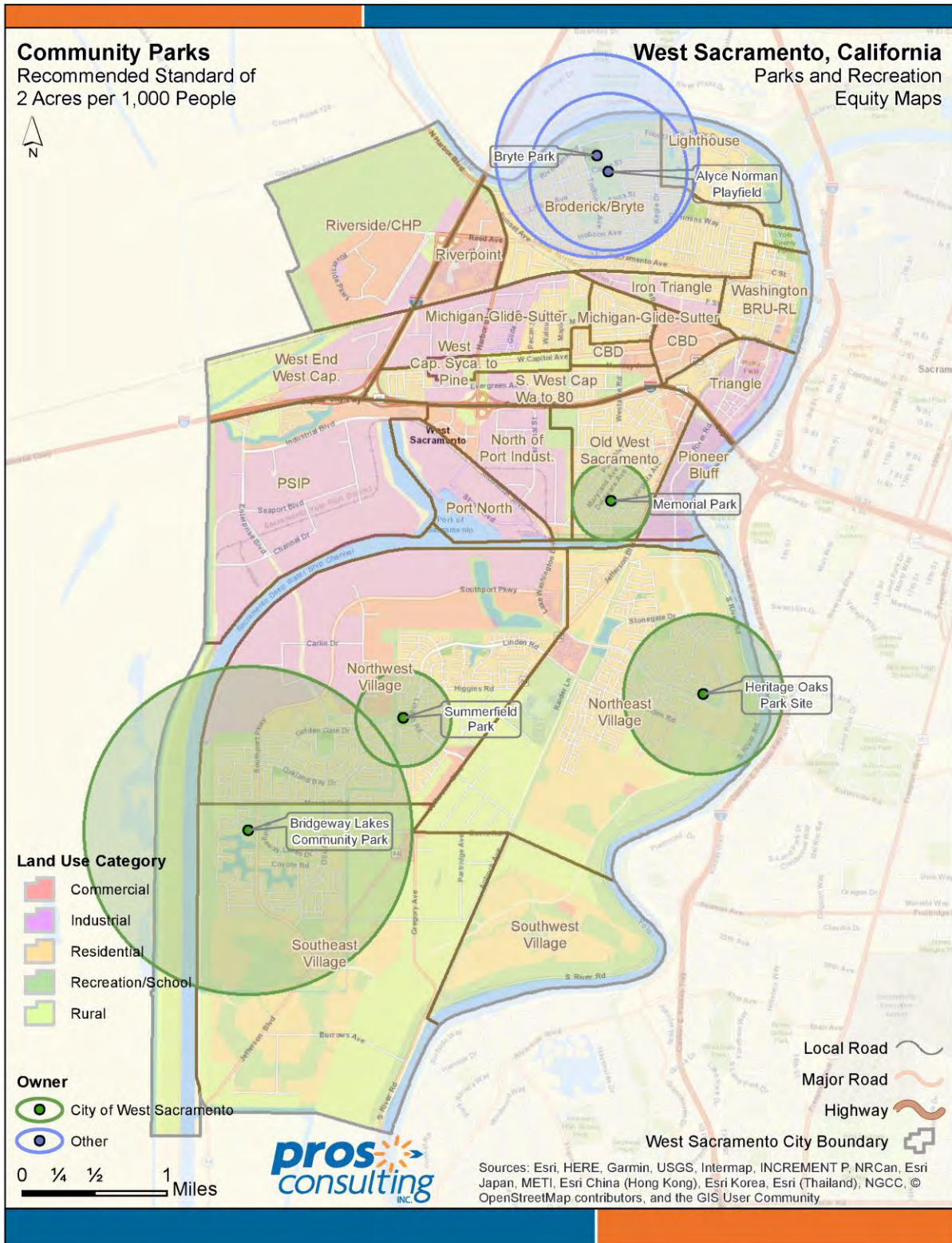
Pocket Parks - Opportunities exist to develop pocket or urban parks as part of special planning areas, as well as new growth areas of the community.



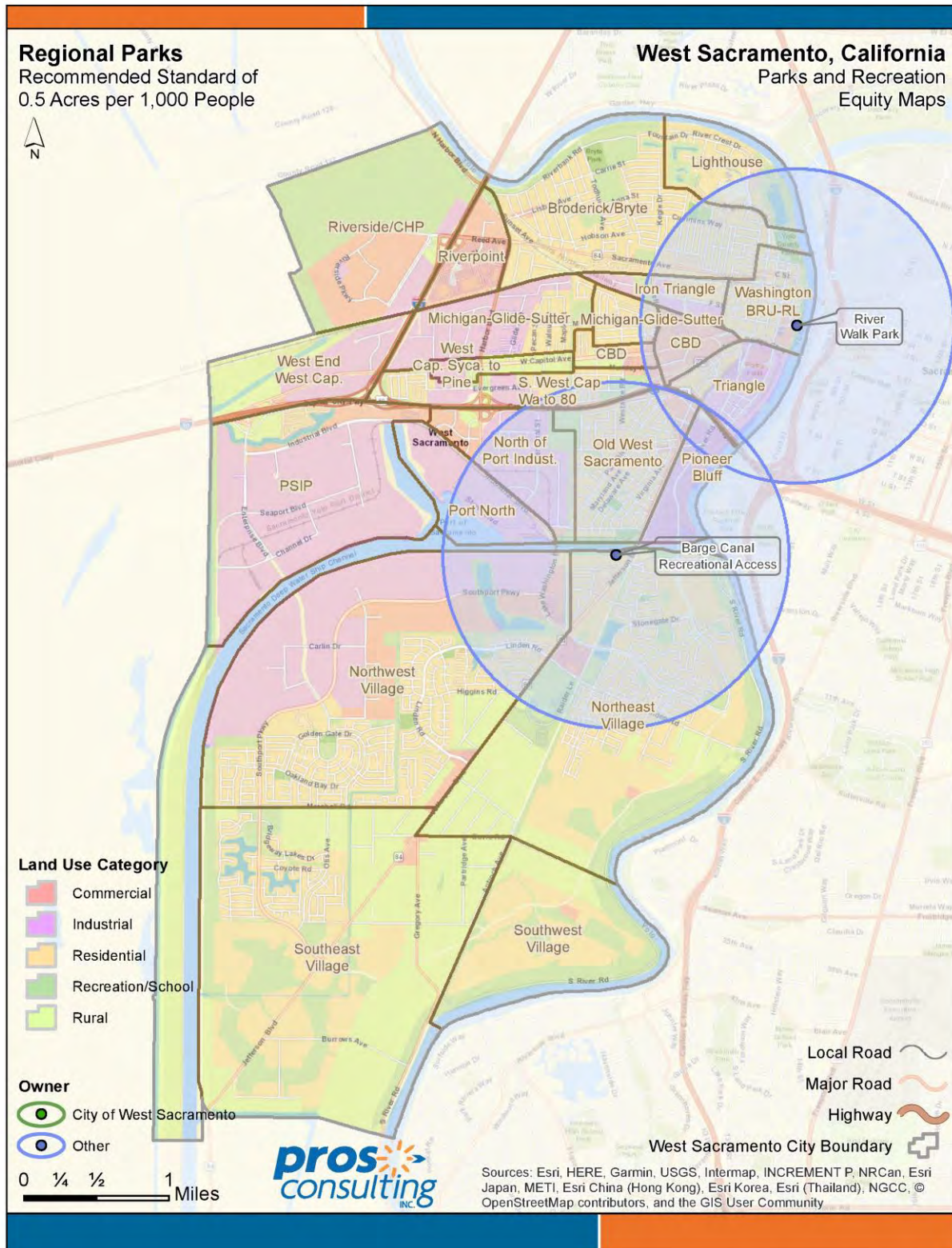
Neighborhood Parks - Opportunities exist to develop neighborhood parks as part of special planning areas of the City, in partnership with Washington Unified School District (WUSD) and in new growth areas of the community.



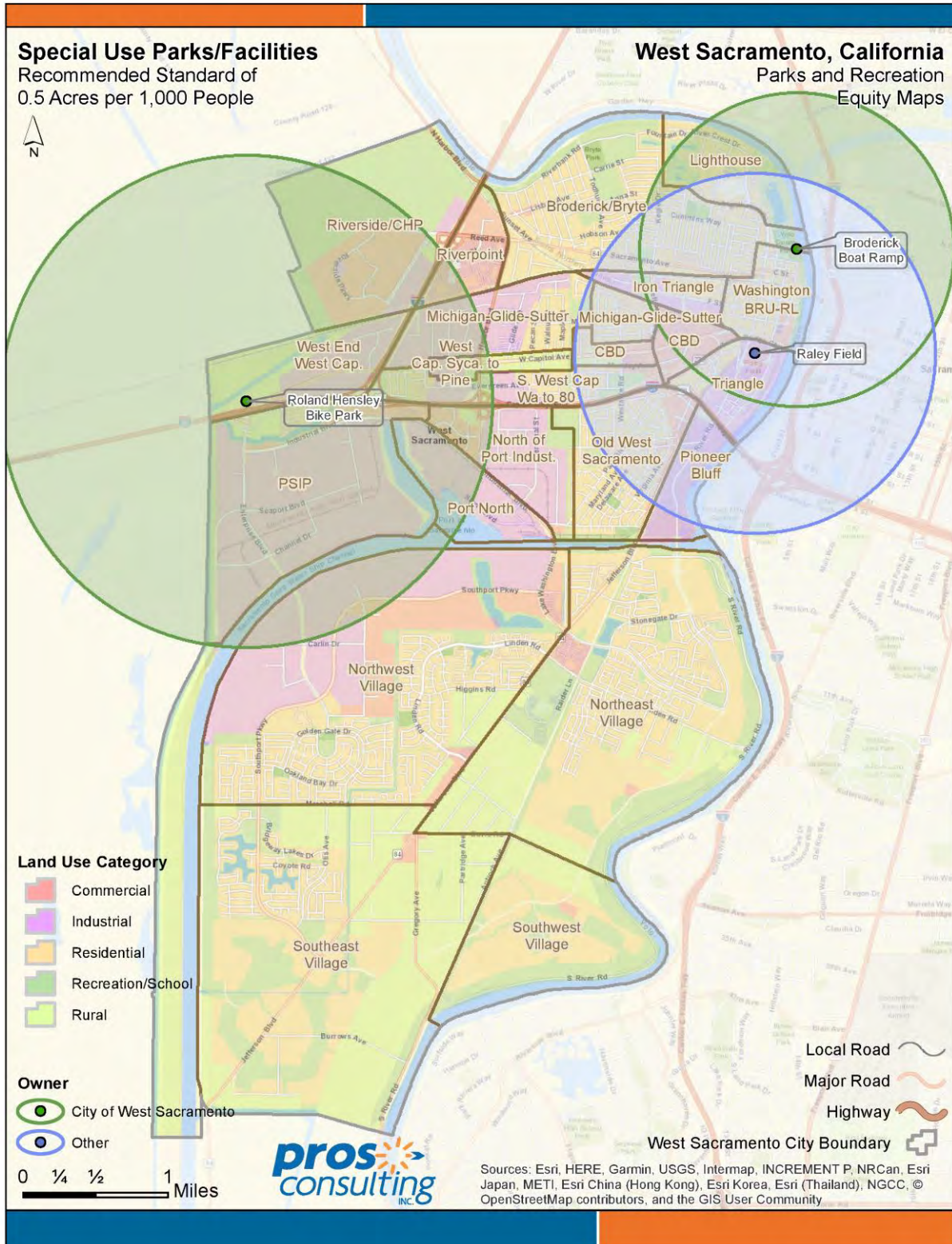
Community Parks - Opportunities exist to develop community parks in the growing areas of the City through new development, as well as potential partnerships with WUSD.



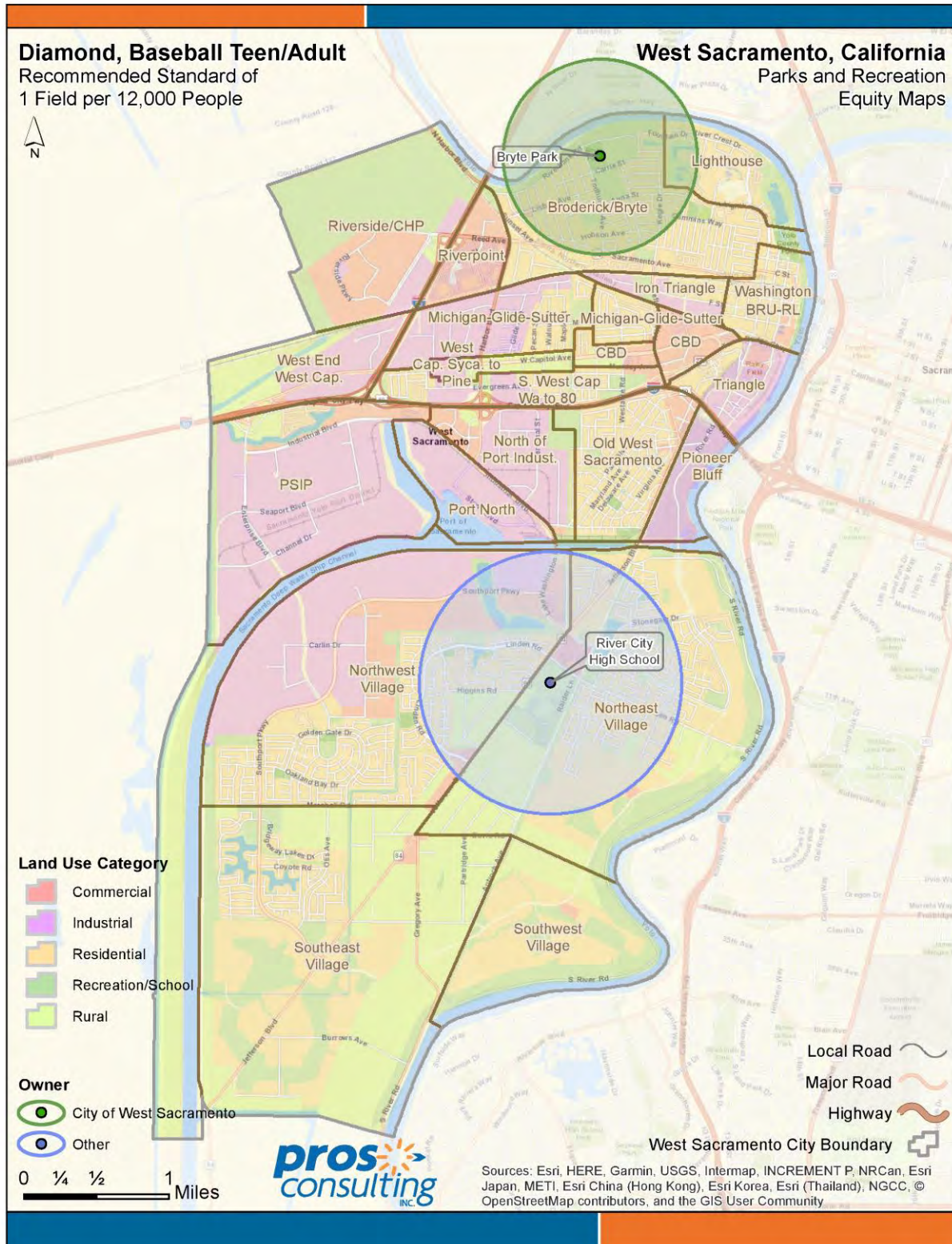
Regional Parks - River Walk Park and the Barge Canal Recreational Access Areas provide for significant equity in the center and northern portions of the City.



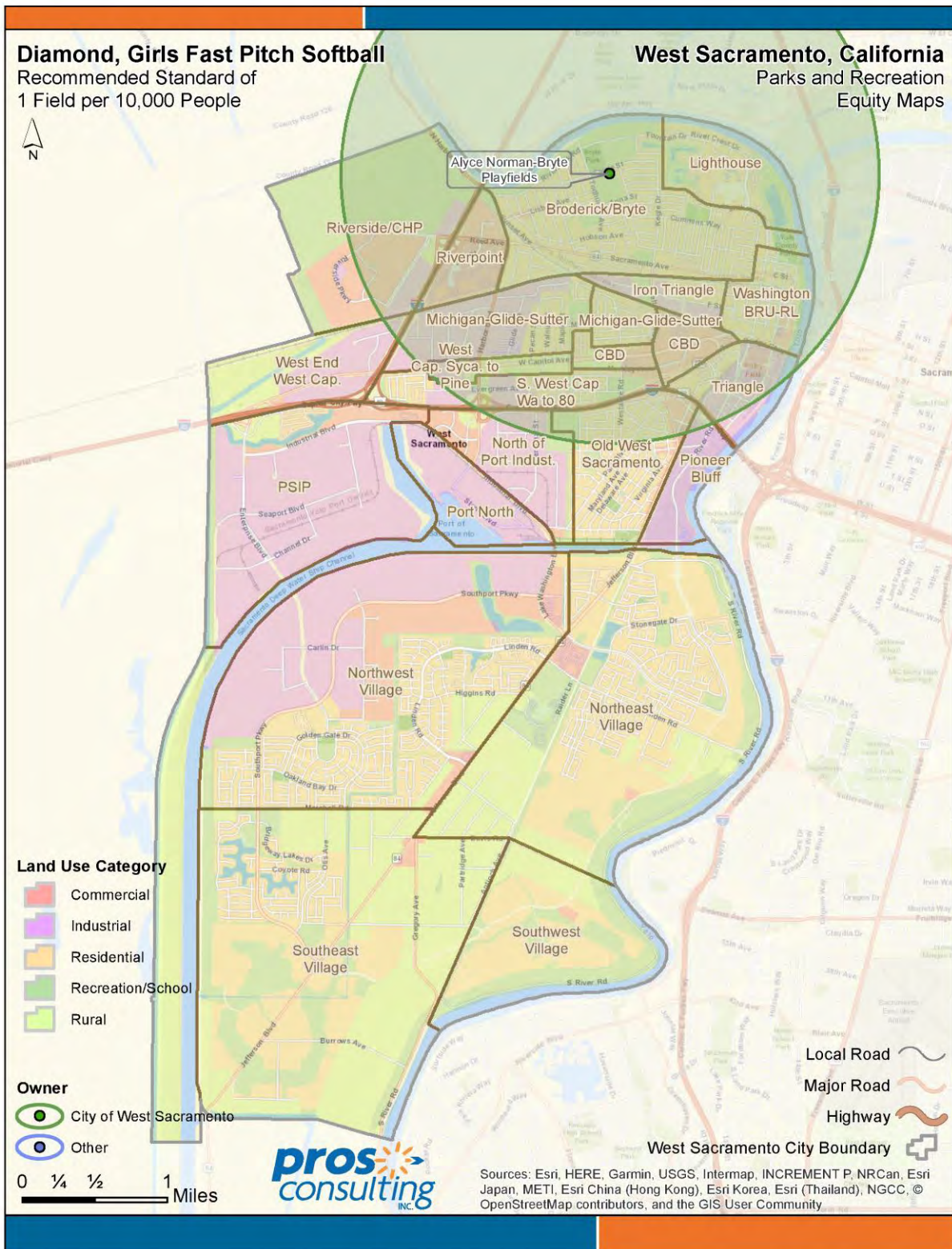
Special Use Parks - Raley Field, Roland Hensley Bike Park and Broderick Boat Ramp provide unique opportunities and significant equity in the center and northern portions of the City.



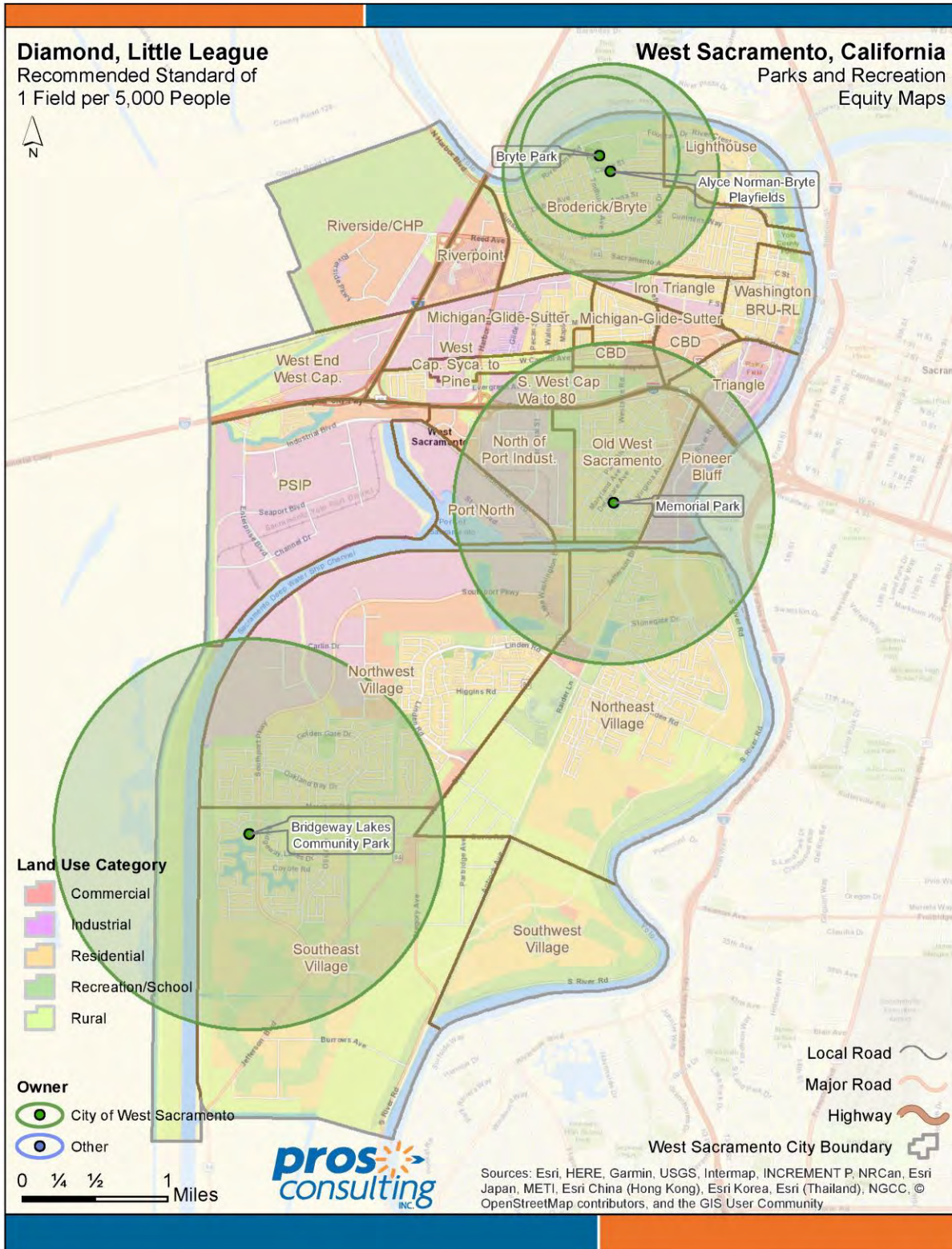
Ball Diamond Fields - Teen/Adult - Existing ball diamond fields for teens and adults provide adequate equity in the central part of the community but opportunities exist to add fields in northern and southern areas of the City.



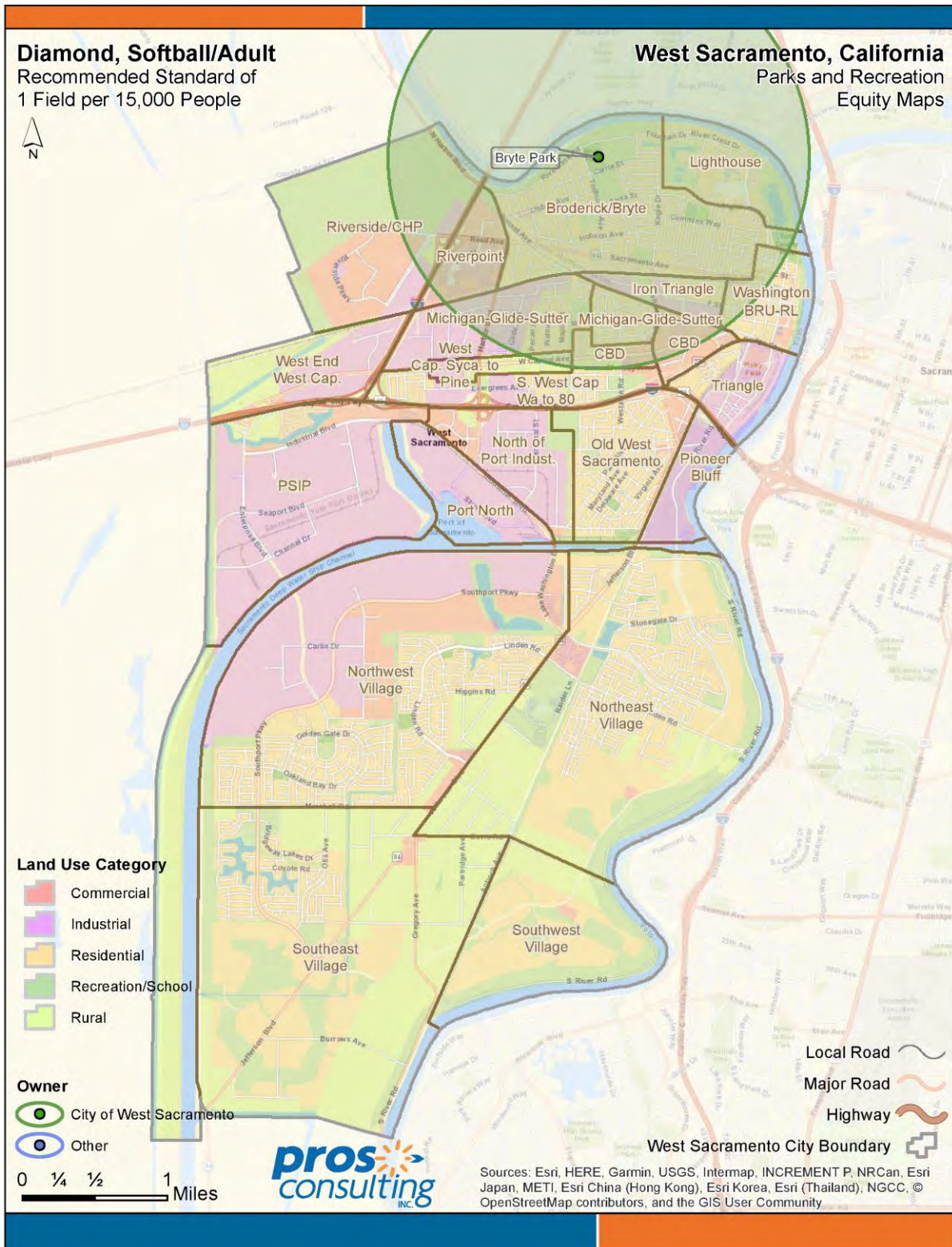
Ball Diamond Fields - **Girl's Fast Pitch Softball** - Existing ball diamond fields for girl's fast pitch softball are lacking central and southern parts of the City.



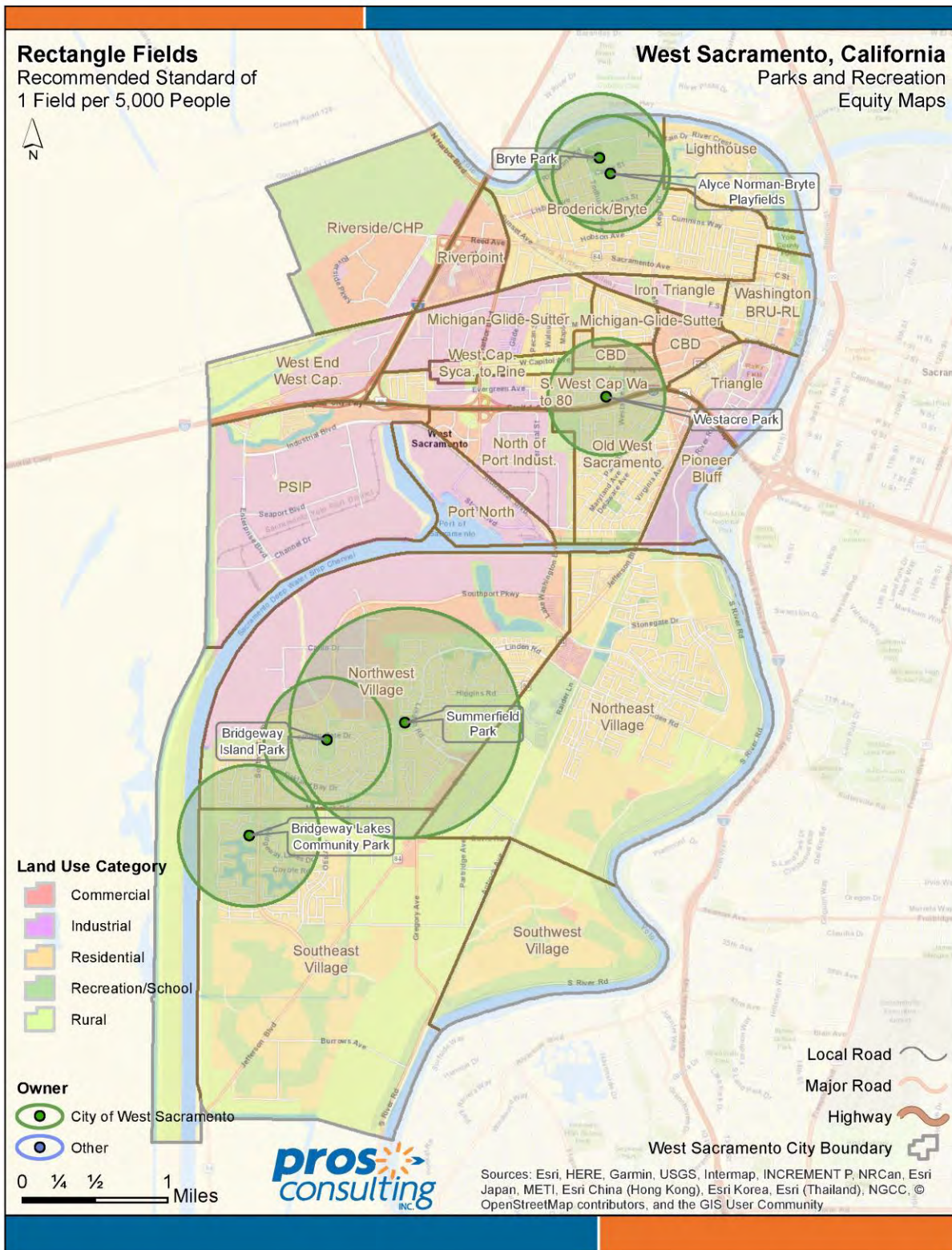
Ball Diamond Fields - Little League - Existing Little League ball diamond fields provide for adequate equity throughout the City.



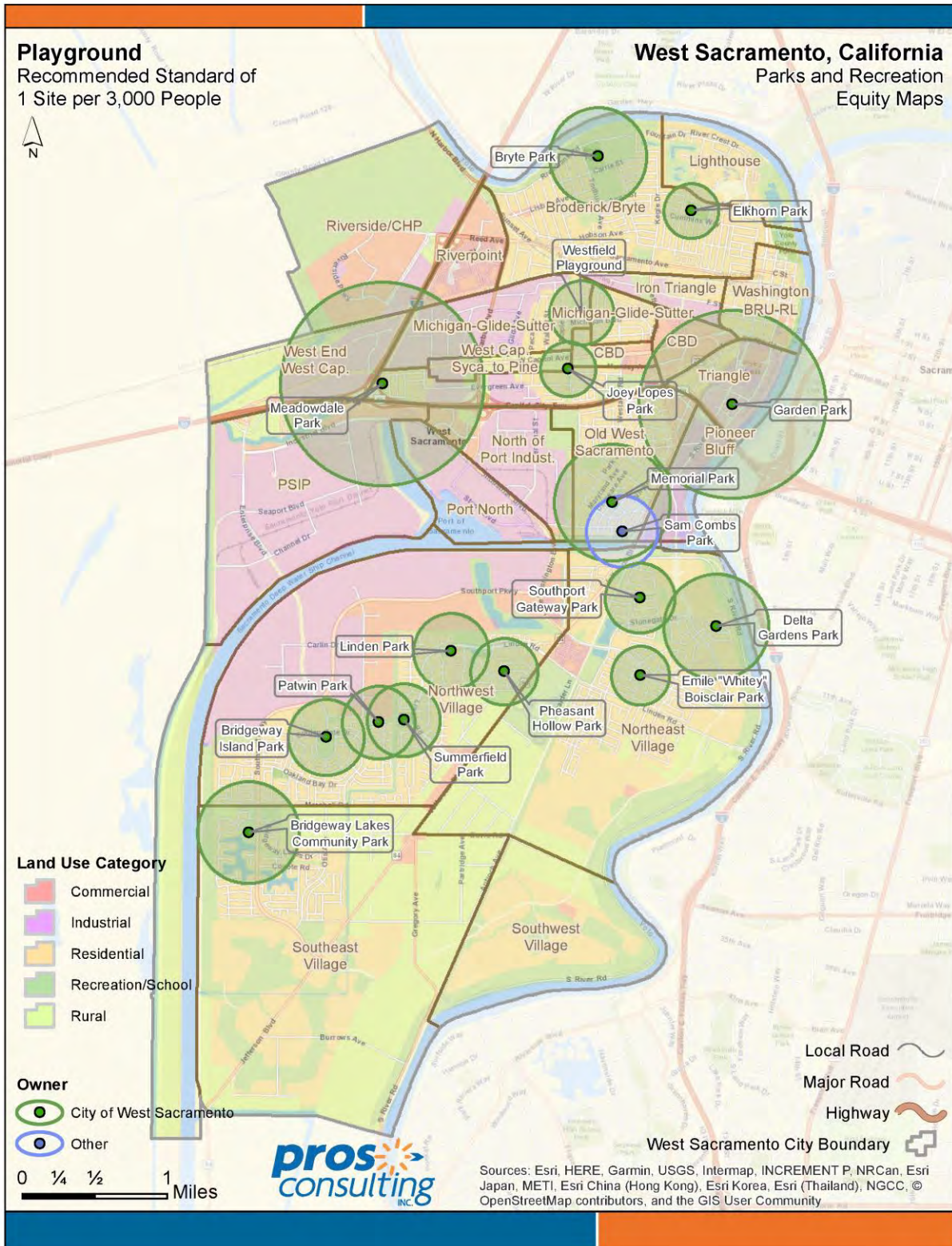
Ball Diamond Fields - Adult Softball - Existing adult softball diamond fields are only found in the northern part of the City.



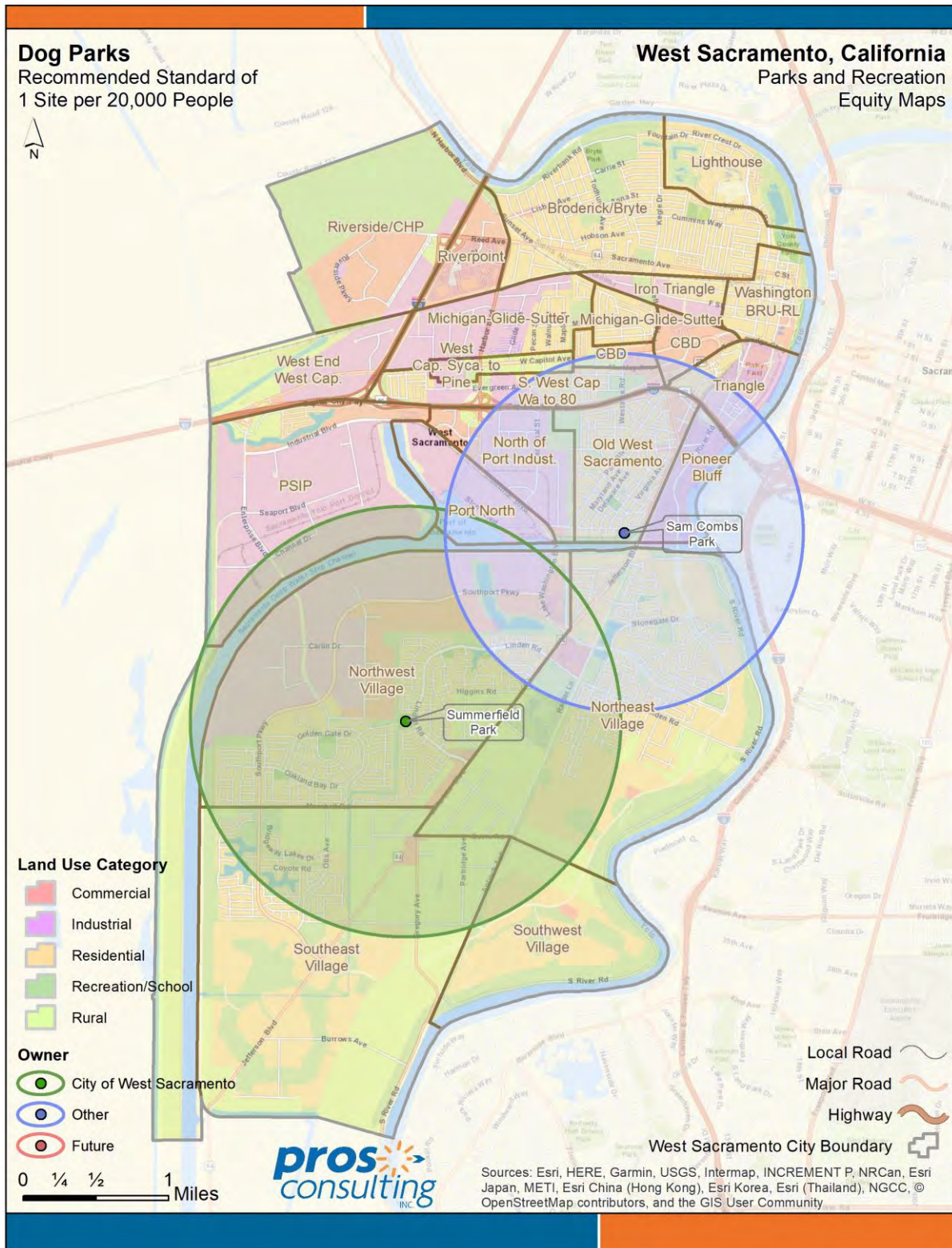
Rectangle Fields - Opportunity exists to add rectangle fields for soccer, lacrosse and football in the central part of the City.



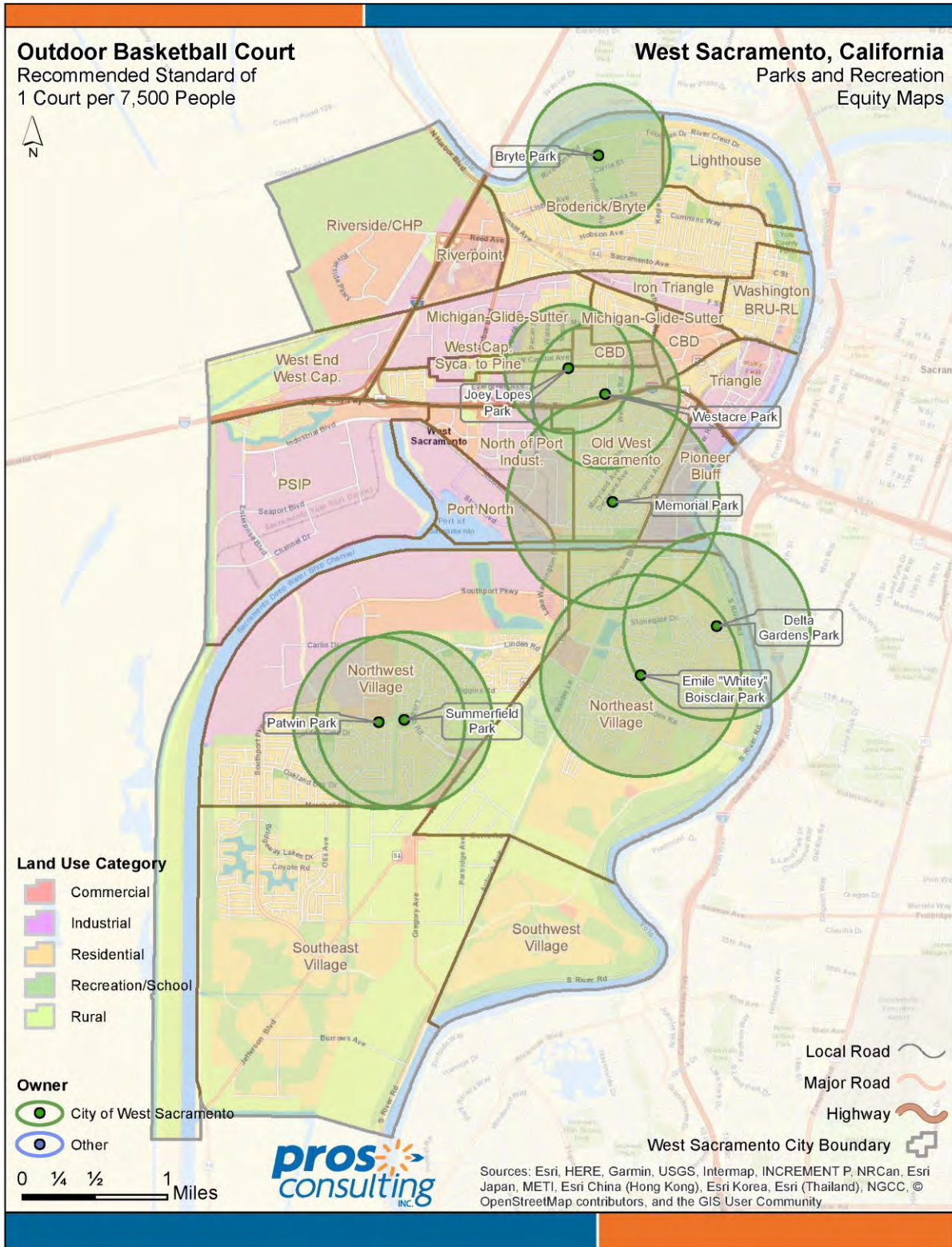
Playgrounds - Opportunities exist to add playgrounds to the parks and recreation system as neighborhood and community parks are developed.



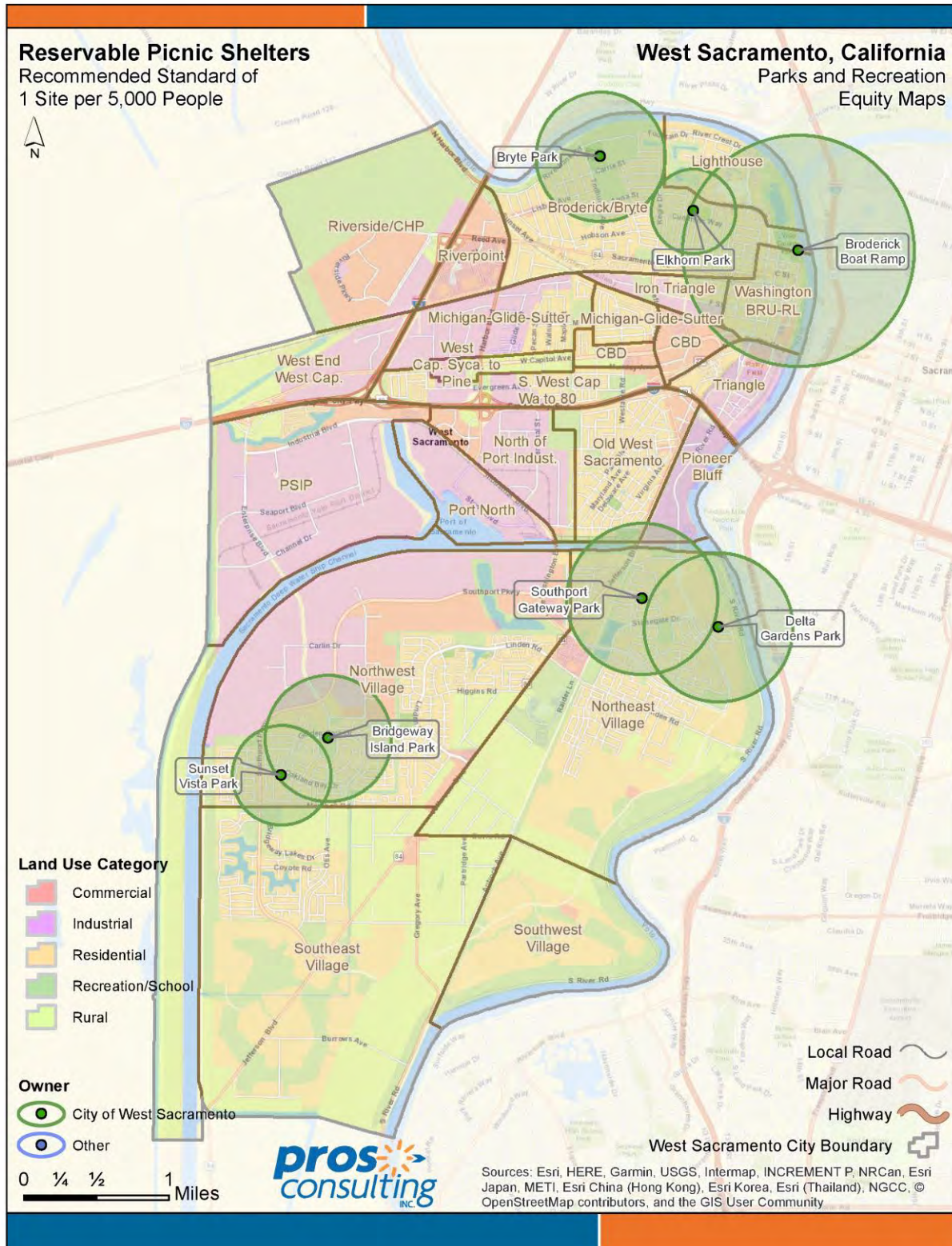
Dog Parks - Opportunity exists to develop an additional dog park in the northern part of the City, consistent with the Washington Realized Plan.



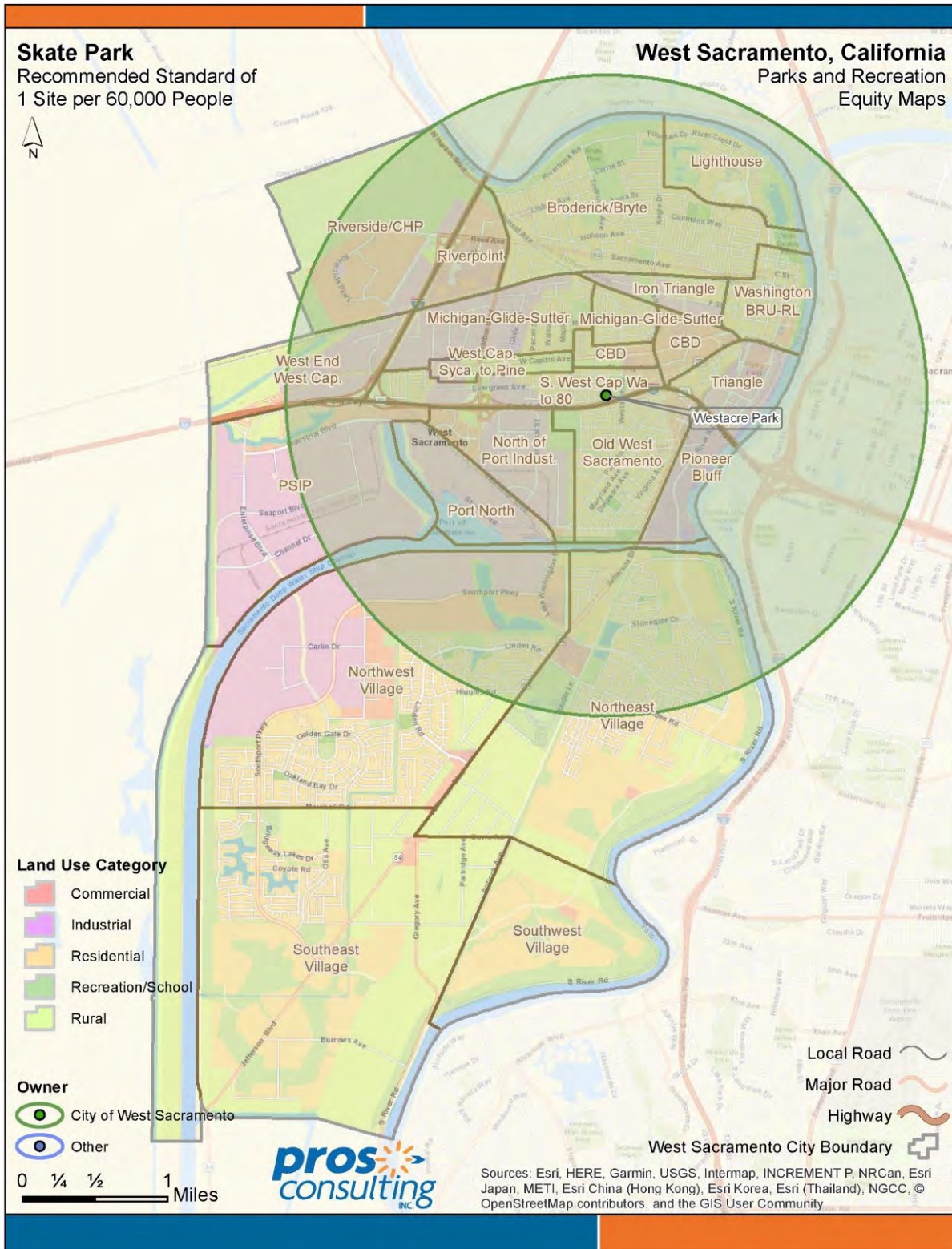
Outdoor Basketball Courts - Existing basketball courts provide for significant equity throughout the City's developed areas.



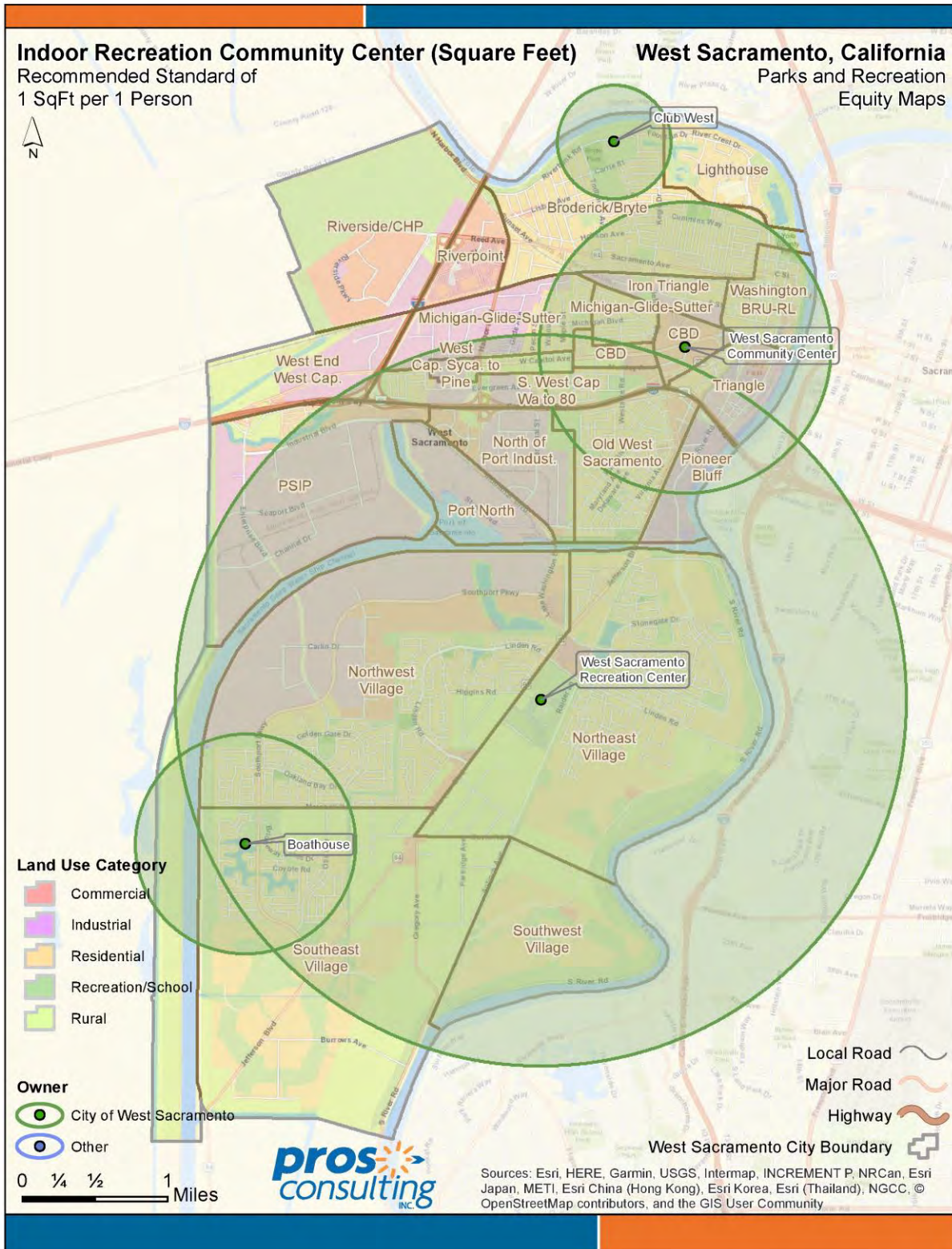
Reservable Picnic Shelters - Opportunities exist to add reservable shelters to the parks and recreation system in regional parks and as community parks are developed.



Skate Park - Opportunity exists to add a skatepark in the southern part of the City to provide better equity and access.



Indoor Recreation/Community Centers - Significant equitable distribution is provided by the existing Recreation Center and Community Center throughout the City.



6.5 LEVEL OF SERVICE STANDARDS - FUTURE

As West Sacramento has developed over the last decade, a number of future parks have been identified. In working with Parks and Recreation, Community Development and Economic Development staff, a number of planned, but not yet developed, park projects were identified as follows:

Recreation Component	FUTURE PLANNED PARKS
PARKS AND SPECIAL USE FACILITIES	
Pocket Parks	5.80
Neighborhood Parks	45.83
Community Parks	24.90
Regional/Central Parks	190.80
Special Use Parks/Facilities	204.87
Total	472.20

The above table identifies an additional 472.20 acres that, when developed, will be added to the City’s parks system.

6.5.1 PLANNED FUTURE PARKS IMPACT ON LEVEL OF SERVICE NEEDS

To understand the impact that the future parks will have on the City’s ability to meet the LOS standard needs shown on the previous table, a comparative level of service table was developed as shown below.

West Sacramento Level of Service Standards - Existing Plus Future Park Development											
Recreation Component	2018 + Future Inventory				Service Levels			2028 Standards (BEFORE)		2028 Standards (AFTER)	
	City-owned	Other-owned	FUTURE PLANNED PARKS	Total Inventory	GP 2035/Recommended Service Levels	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		
PARKS AND SPECIAL USE FACILITIES											
Pocket Parks	7.08	-	5.80	12.88	0.20 acres per	1,000	Need Exists	5 Acre(s)	Meets Standard	- Acre(s)	
Neighborhood Parks	36.80	17.12	45.83	99.75	1.80 acres per	1,000	Need Exists	57 Acre(s)	Need Exists	12 Acre(s)	
Community Parks	53.11	42.26	24.90	120.27	2.00 acres per	1,000	Need Exists	28 Acre(s)	Need Exists	3 Acre(s)	
Regional/Central Parks	9.71	8.85	190.80	209.36	0.50 acres per	1,000	Need Exists	12 Acre(s)	Meets Standard	- Acre(s)	
Special Use Parks/Facilities	10.89	13.49	204.87	229.25	0.50 acres per	1,000	Need Exists	7 Acre(s)	Meets Standard	- Acre(s)	
Total	117.59	81.72	472.20	671.51	5.00 acres per	1,000	Need Exists	110 Acre(s)	Need Exists	15 Acre(s)	

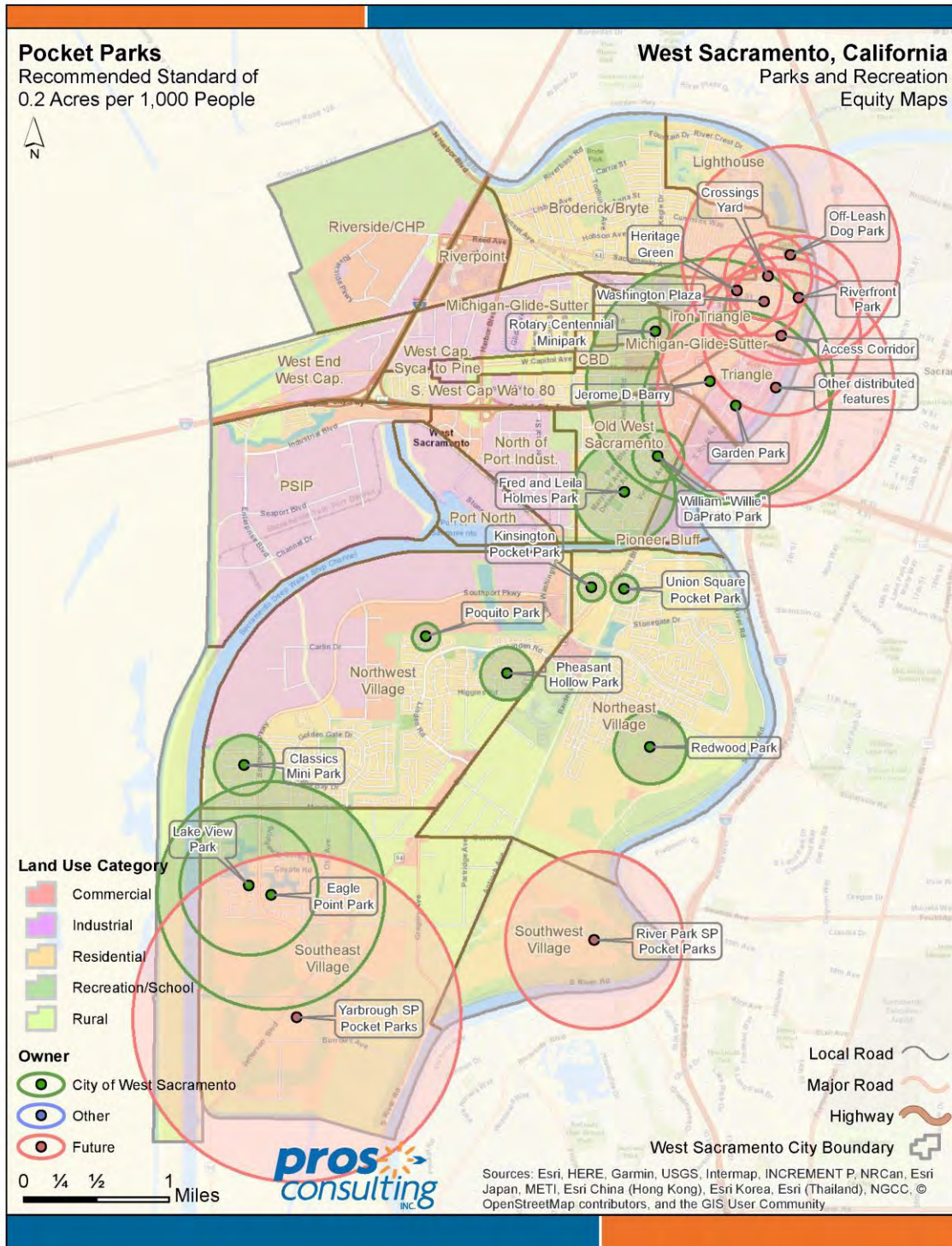
The development of the future parks has an impact on five park classification categories and is summarized as follows:

- Pocket Parks: The development of 5.8 acres of future pocket parks will fully satisfy the City’s 2028 pocket park acreage needs
- Neighborhood Parks: The development of 45.83 neighborhood park acres will reduce the City’s neighborhood park acreage needs in 2028 by 79% - from 57 acres needed to 12 acres needed.
- Community Parks: The development of 24.9 acres of future community parks will reduce the City’s community park acreage needs in 2028 by 56% from 45 acres needed to 3 acres needed.
- Regional Parks: The development of 190.8 acres of future regional parks will fully satisfy the City’s 2028 regional park acreage needs.
- Special Use Parks: The development of 204.87 acres of future special use parks will fully satisfy the City’s 2028 special use park needs.

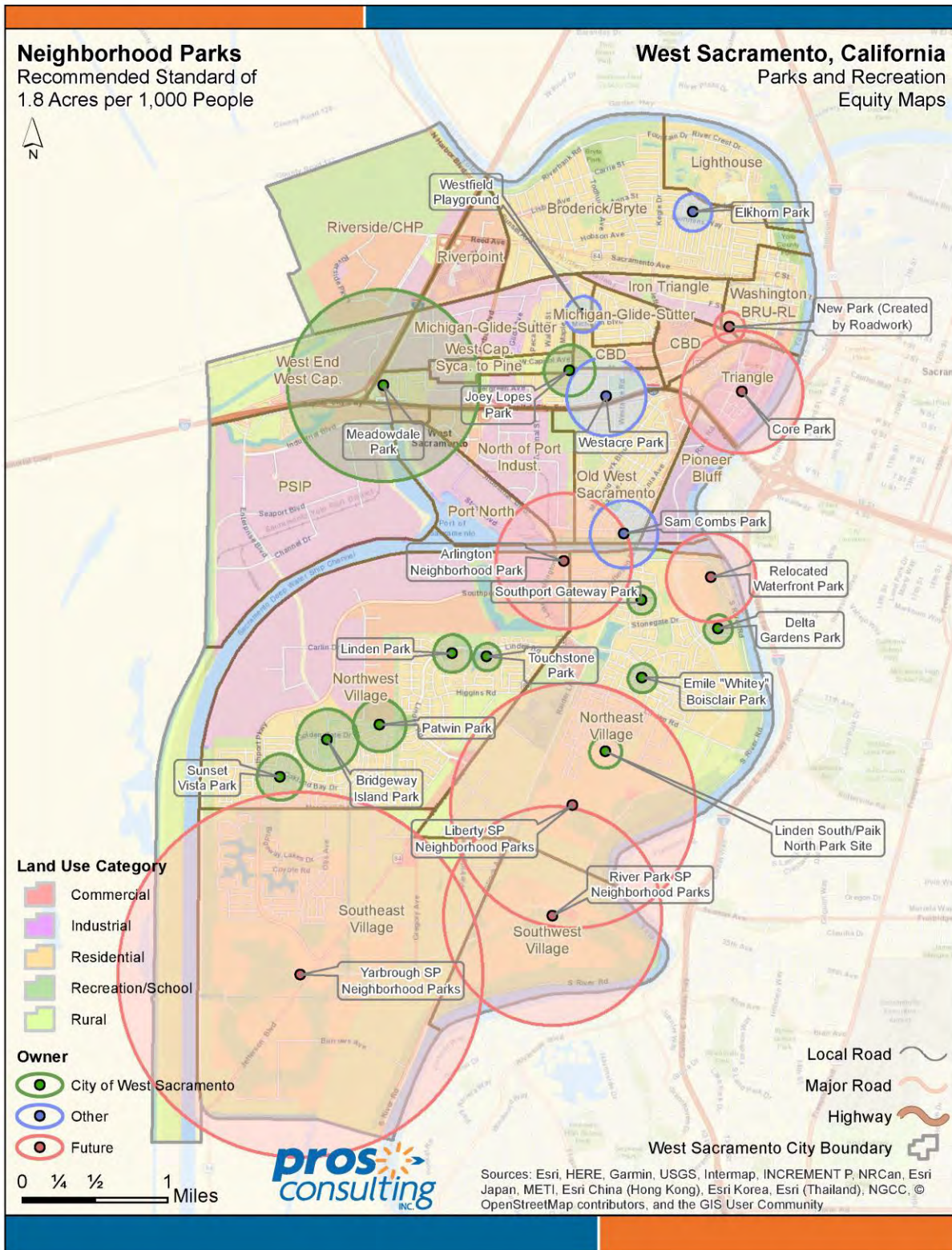
6.5.2 SERVICE EQUITY MAPPING – CURRENT AND FUTURE INVENTORY

To further illustrate the impact that the planned future parks will have on the City of West Sacramento Parks and Recreation System, additional service area equity maps were produced.

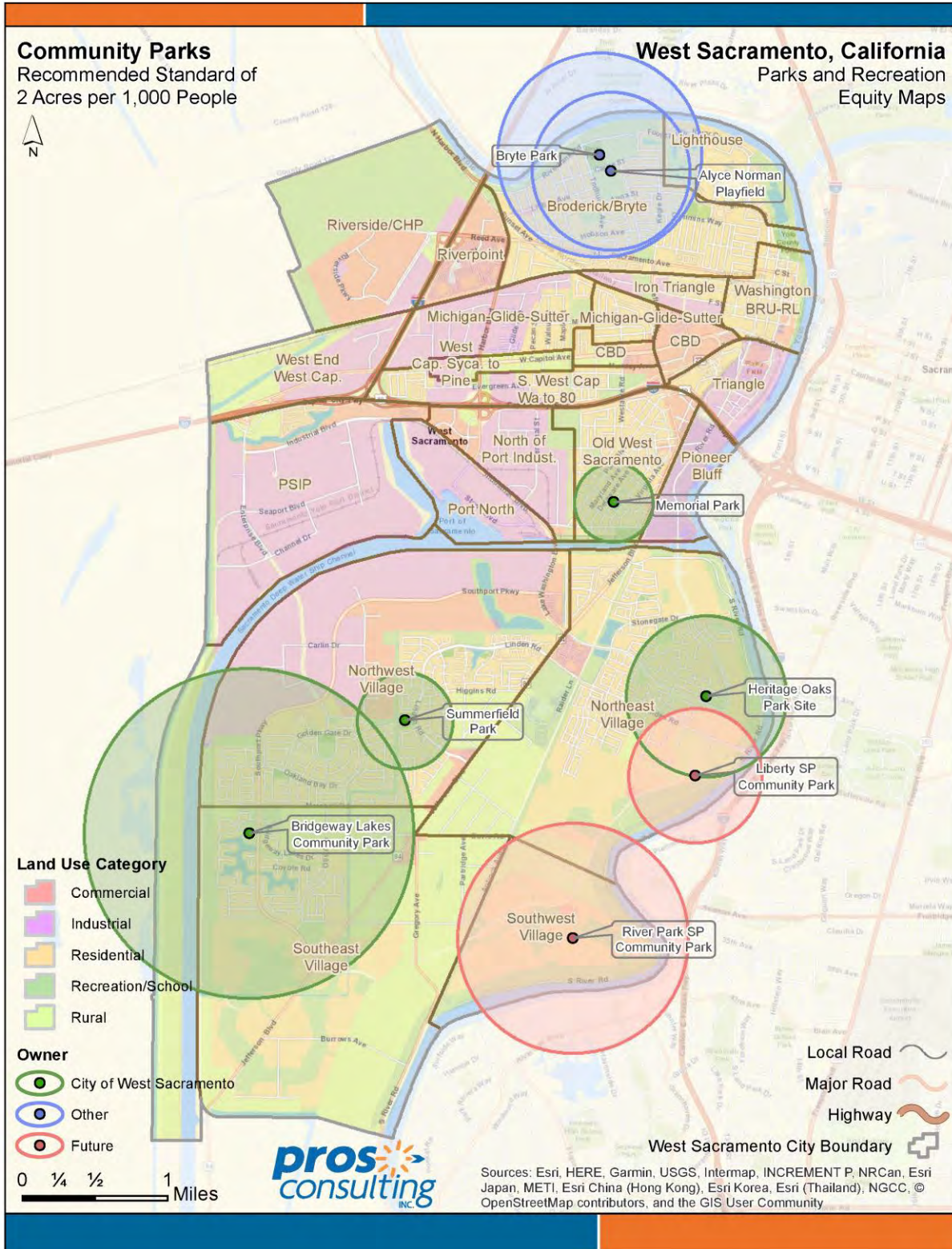
Pocket Parks (Existing and Future) - The development of planned pocket/urban parks will close equity distribution gaps in the northern and southern parts of the City.



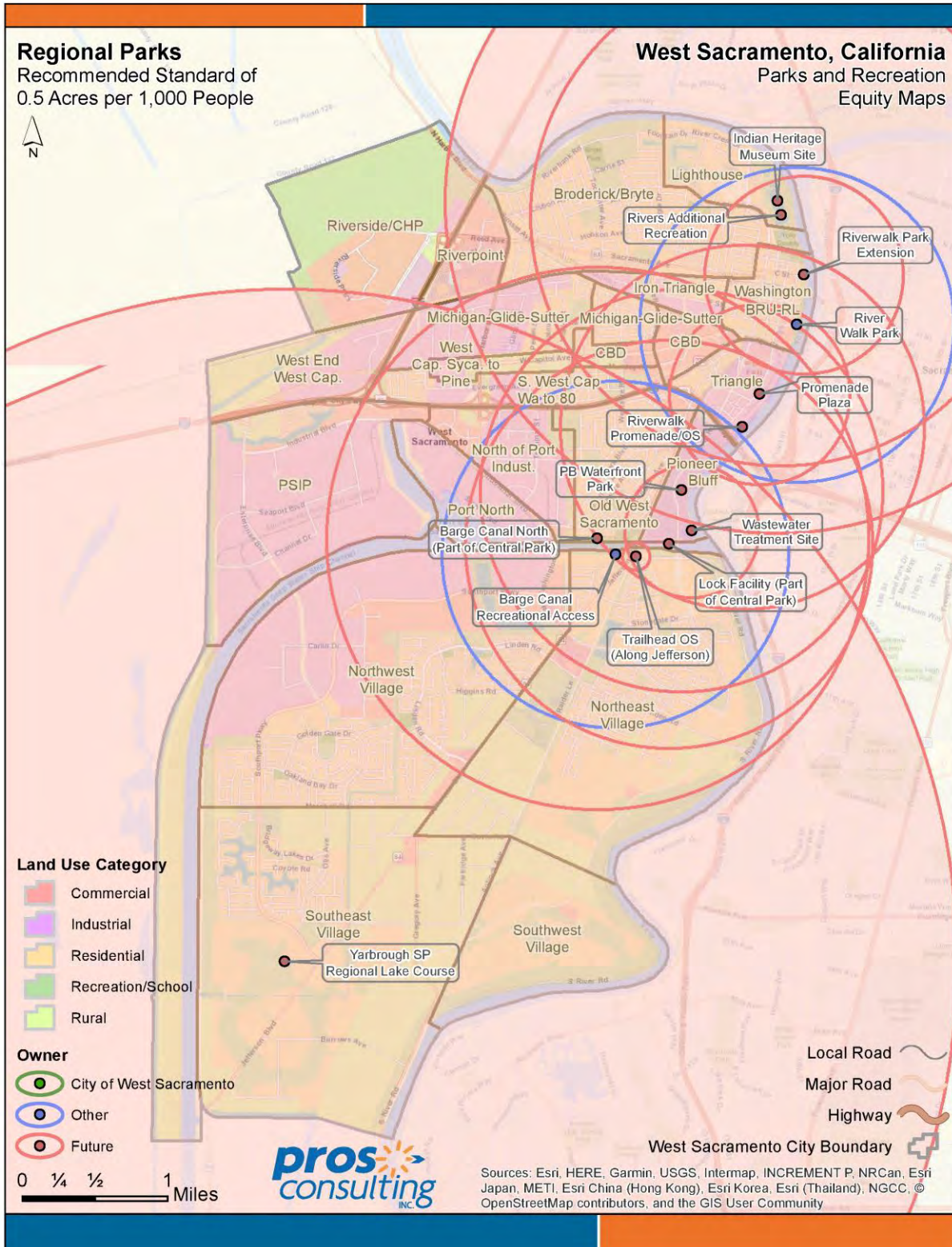
Neighborhood Parks (Existing and Future) - The development of future neighborhood parks will close equity distribution gaps in the central and southern parts of the City.



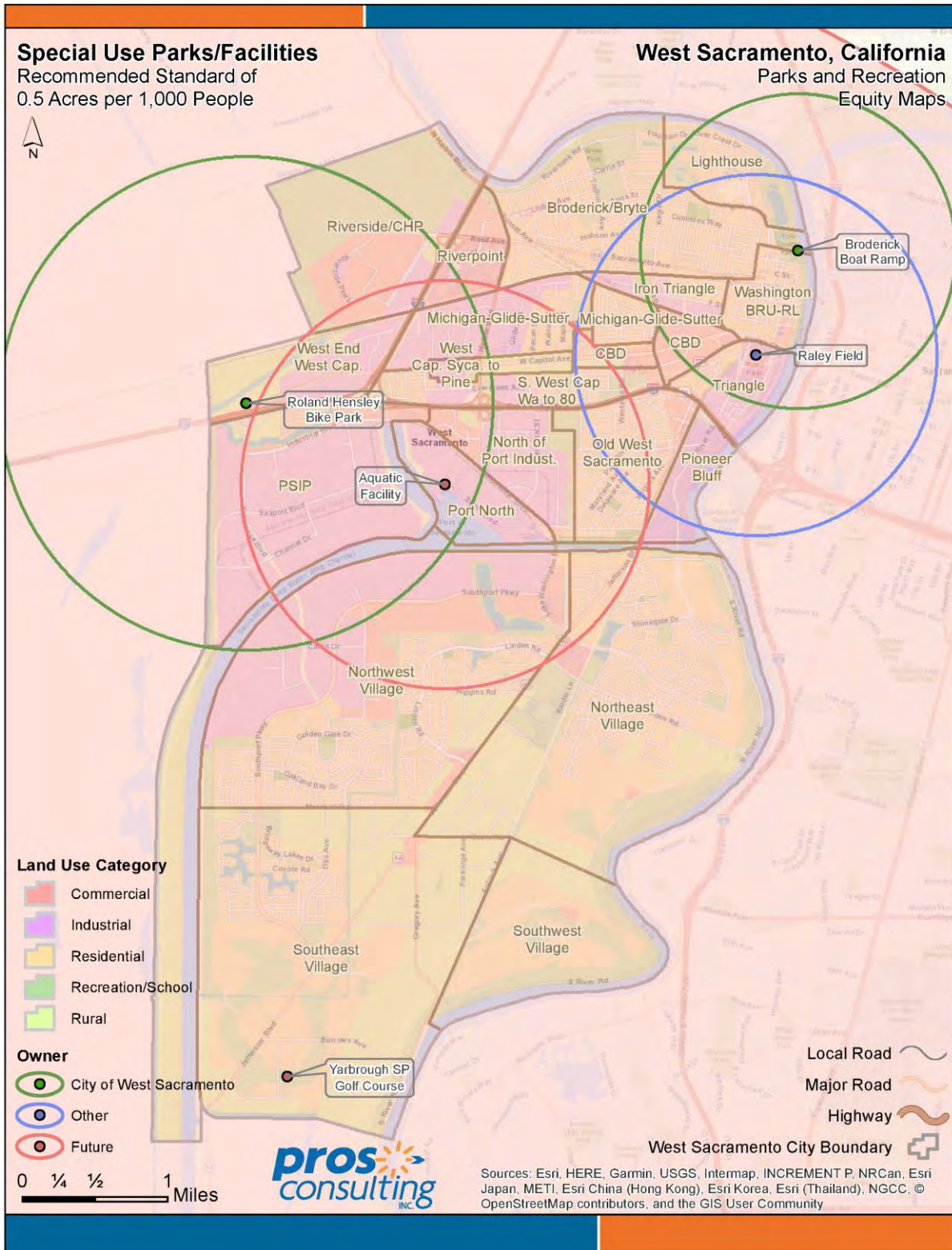
Community Parks (Existing and Future) - The development of the two community parks will close equity distribution gaps in the southern part of the city.



Regional Parks (Existing and Future) - The development of the numerous regional parks in conjunction with economic development activities and the development community will close the equity distribution gaps throughout the City.



Special Use Parks (existing and future) - The planned development of special use parks will close the equity distribution gaps throughout the City.



CHAPTER SEVEN – 10-YEAR CAPITAL IMPROVEMENT PLAN

To plan and prioritize capital improvement projects, recommendations include balancing the maintenance of current assets with the development of new facilities. The departmental Capital Improvement Plan (CIP) framework is utilized to determine CIP projects in concert with an implementable financial plan. A key priority is also focused on maintaining the integrity of the current infrastructure and facilities before expanding and/or enhancing programs and facilities. **Maintaining current infrastructure with limited funding will inhibit the City's ability to take care of all existing assets and build new facilities.**

A three-tier plan is recommended to help guide the decision-making process for CIP investments. The three-tiered plan acknowledges a fiscal reality, leading to the continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources. A complete list of the projects in each is identified in Chapter 7.

- Sustainable - Critical maintenance projects, including lifecycle replacement, repair of existing equipment, safety and ADA improvements and existing debt service obligations. Many of these types of improvements typically require one-time funding and are not likely to increase annual operations and maintenance costs. In many cases, these types of projects may reduce annual operations and maintenance costs.
- Expanded Services - Projects that include strategic changes to the existing parks system to better meet the unmet needs of the community, including adding features to extend recreation opportunities, such as playfields, shade structures, adult fitness equipment, covered picnic shelters, and trail loops. These types of improvements typically require one-time funding and may trigger slight increases in annual operations and maintenance costs, depending on the nature of the improvements.
- Visionary - Complete park renovation, land acquisition and new park/trail development, such as the remaining Bryte Pak Master Plan improvements, the re-envisioned Central Park, a new sports complex, and major trail developments. These improvements will likely increase annual operations and maintenance costs. Visionary projects also include planning efforts to support new/future development.

The following are the general assumptions utilized in the development of the recommended 10-year capital improvement plan:

- All projects must be financially viable.
- Only projects likely to be implemented within 10-year plan period are included in the plan.
- Projects must be consistent with other planning efforts, where applicable.
- A 5% cost escalator has been applied for each year, to estimate total costs of the CIP.



7.1 SUSTAINABLE PROJECT RECOMMENDATIONS – MAINTAINING WHAT WE HAVE

This section outlines the projects that focus on the repair and lifecycle replacement of existing parks, facilities, and amenities as well as administrative planning efforts.

SUSTAINABLE PROJECTS (Repair Existing)		
EXISTING PARKS		
Asset	Brief Description	Estimated Total Project Cost
Alyce Norman Playfield	Furniture Fixture Equipment (FFE) Replacement, Playground Replacement, Playfield Turf Repairs, ADA Improvements	\$644,400
Barge Canal Recreational Access	Parking Lot Paving, FFE Replacement, Boat Ramp Replacement	\$690,000
Bridgeway Island Park	FFE Replacement, Playground Replacement	\$144,000
Bridgeway Lakes Community Park	Splash Park Replacement	\$1,150,000
Broderick Boat Ramp	Building Repairs, Boat Ramp Replacement, FFE Replacement	\$265,000
Bryte Park	FFE Replacement, Restroom Replacement, Playfield Turf Repairs, ADA Improvements	\$2,451,520
Circle/Willie Deprato Park	New Park Sign	\$2,500
Classics Mini Park	Park Sign, FFE Replacement	\$7,010
Delta Gardens Park	Picnic Shade Structure Fabric Replacement, FFE Replacement	\$43,340
Eagle Point Park	Landscaping/Tree Care, FFE Replacement	\$23,580
Elkhorn Park	Picnic Table Replacement	\$21,000
Emile Whitey Boisclair Park	FFE Replacement; Playground/Shade Structure Replacement	\$111,560
Fred and Leila Holmes Park	Bollard Removal	\$2,500
Garden Park	FFE Replacement	\$9,600
Heritage Oaks Park	Covered Picnic Shelter, FFE Replacement	\$285,000
Jerome D. Barry Park	FFE Replacement	\$11,040
Joey Lopes Park, incl garden	FFE Replacement	\$19,800
Kinsington Pocket Park	Disposal of Property	(\$16,100)
Lake View Park	FFE Replacement	\$23,520
Linden Park	Playground Replacement, FFE Replacement	\$111,838
Linden South/Paik North	No Improvements Anticipated	\$0
Meadowdale Park	Playground Replacement, FFE Replacement, Parking Lot Resurfacing	\$99,040
Memorial Park	Playground Replacement, FFE Replacement, ADA Improvements	\$1,958,400
Misc System-Wide Parks to Turf Improvements	General Turf Improvements - System-Wide	\$150,000
Patwin Park	Playground Replacement, FFE Replacement	\$13,800
Pheasant Hollow Park	Playground Replacement, FFE Replacement	\$69,480
Poquito Park	ADA Improvements, FFE Replacement	\$32,880
Redwood Park	FFE Replacement	\$5,760
River Walk Park	Restroom Replacement, FFE Improvements	\$253,000
Roland Hensley Bike Park	FFE Replacement, Asphalt Resurfacing	\$68,260
Rotary Centennial Park	FFE Replacement	\$2,880
Sam Combs Park	Playground Replacement, FFE Replacement, ADA Improvements	\$213,000
Southport Gateway Park	FFE Replacement, Playground/Shade Structure Replacement	\$214,873
Summerfield Park	Asphalt Improvements, Playfield Turf Repair	\$181,500
Sunset Vista Park	FFE Replacement	\$11,040
Touchstone Park	No Improvements Anticipated	\$0
Union Street Pocket Park	FFE Replacement	\$2,520
Westacre Park	Playground Replacement, FFE Replacement	\$81,051
Westfield Playground	No Improvements Anticipated	\$0
SUBTOTAL EXISTING PARKS		\$9,358,591

SUSTAINABLE PROJECTS (Repair Existing)		
EXISTING RECREATION FACILITIES		
Asset	Brief Description	Estimated Total Project Cost
Boathouse	Storage Facility	\$15,000
Club West	Trash Enclosure, Roof Repair, HVAC Repair, Sewer Repair, Parking Lot Resurfacing/Lighting	\$168,750
Community Center	Interior Painting	\$15,000
Recreation Center	General Lifecycle Replacement, Fitness Equipment Replacement, Pool Deck Resurfacing, Debt Service	\$11,050,000
SUBTOTAL EXISTING RECREATION FACILITIES		\$11,248,750
NEW PARK DEVELOPMENT/PLANNING		
Asset	Brief Description	Estimated Total Project Cost
Bees Lake	Habitat Restoration Plan	\$600,000
SUBTOTAL NEW PARK DEVELOPMENT		\$600,000
ADMINISTRATIVE PROJECTS		
Asset	Brief Description	Estimated Total Project Cost
Park Credit Balance Repayment	Repayment to Developers for Park Improvements	\$211,977
Parks Master Plan Update 2038	Update Parks Master Plan in 2038 (10 Year Update)	\$350,000
Repay Measure G for POSMP Update	Repayment of Measure G for 2019 Master Plan	\$223,860
Urban Forest Management Plan	Develop an Urban Forest Management Plan	\$200,000
SUBTOTAL ADMINISTRATIVE PROJECTS		\$985,837
TOTAL SUSTAINABLE PROJECTS		\$22,193,178

7.1.1 SUSTAINABLE PROJECT HIGHLIGHTS

- \$9.3 Million or 42%: Existing Park Improvements including, but not limited to, major ADA upgrades, the lifecycle replacement of irrigation systems, playgrounds, benches, signage, parking lots, and restrooms.
- \$11.2 Million or 51%: Existing Facility Improvements including \$10 million for Recreation Center debt service, fitness equipment replacement, HVAC repair, painting and pool deck resurfacing.
- \$600,000 or 3%: Bees Lake Habitat Restoration.
- \$985,000 or 4%: Administrative Projects including future Master Plan update, development of an Urban Forest Management Plan, and repayments to developers for past park improvements.

7.2 EXPANDED SERVICES RECOMMENDATIONS – IMPROVING WHAT WE HAVE

Options described in this section provide the extra services or capital improvement that could be undertaken to meet need(s) with a focus on enhancements to existing facilities. The following provides a summary of the expanded service options.

EXPANDED SERVICE PROJECTS (Upgrade and Renovation)		
EXISTING PARKS		
Asset	Brief Description	Estimated Total Project Cost
Alyce Norman Playfield	Pave Parking Lot, Add Shade Structure	\$308,250
Barge Canal Recreational Access	ADA Improvements, Pave Parking Lot, Develop Sycamore Trailhead	\$1,406,250
Bridgeway Island Park	Add Shade Structure, Develop Internal Loop Trail	\$115,500
Bridgeway Lakes Community Park	Develop Site Specific Master Plan (Athletic Fields, Amphitheater, Parking)	\$90,000
Broderick Boat Ramp	No Improvements Anticipated	\$0
Bryte Park	No Improvements Anticipated	\$0
Circle/Willie Deprato Park	No Improvements Anticipated	\$0
Classics Mini Park	Add Covered Picnic Shelter, Add BBQ Grills, Add Drinking Fountain	\$96,400
Delta Gardens Park	Add Shade Structure over Playstructure	\$61,600
Eagle Point Park	Add Playstructure with Shade	\$94,500
Elkhorn Park	Relocate Fencing to Extend Park, Add Sand Volleyball Court	\$225,000
Emile Whitey Boisclair Park	Add Landscaping, Add Basketball Court, Add Natural Playground	\$99,000
Fred and Leila Holmes Park	No Improvements Anticipated	\$0
Garden Park	No Improvements Anticipated	\$0
Heritage Oaks Park	No Improvements Anticipated	\$0
Jerome D. Barry Park	Add Shade Structure	\$46,000
Joey Lopes Park, incl garden	No Improvements Anticipated	\$0
Kinsington Pocket Park	No Improvements Anticipated	\$0
Lake View Park	Add Trees, Add Bench	\$9,000
Linden Park	Update Master Plan, Add Covered Picnic Shelter (<i>may be applied to another site</i>)	\$257,500
Linden South/Paik North	No Improvements Anticipated	\$0
Meadowdale Park	Update Master Plan, Add Shade Structure	\$56,250
Memorial Park	Add Shade Structure	\$86,800
Patwin Park	Update Master Plan Park (Playfields, Covered Picnic Shelter), Add Shade Structure	\$120,000
Pheasant Hollow Park	Add Shade Structure, Add Drinking Fountain	\$32,250
Poquito Park	Install Drinking Fountain	\$6,000
Redwood Park	No Improvements Anticipated	\$0
River Walk Park	Expanded Pedestrian Connections to Water/Boat Ramp, Riverfront Dock Improvements	\$2,710,000
Roland Hensley Bike Park	No Improvements Anticipated	\$0
Rotary Centennial Park	No Improvements Anticipated	\$0
Sam Combs Park	Add Shade Structure	\$43,500
Southport Gateway Park	No Improvements Anticipated	\$0
Summerfield Park	Add Dog Park Shade, Add Picnic Tables, Add Shade Structure for Play Area	\$132,500
Sunset Vista Park	Add Shade Structure, Add Benches along Path	\$59,800
Touchstone Park	No Improvements Anticipated	\$0
Union Street Pocket Park	Fencing, Pave Path from Sidewalk to CBLT, Install Irrigation, Landscaping, Benches, Signage	\$141,225
Westacre Park	Master Plan for WUSD parcel, Add Tennis Courts, Add Restroom, Rebuild Skatepark	\$1,466,250
Westfield Playground	Add Shade Structure	\$145,000
SUBTOTAL EXISTING PARKS		\$7,808,575

EXPANDED SERVICE PROJECTS (Upgrade and Renovation)		
EXISTING RECREATION FACILITIES		
Asset	Brief Description	Estimated Total Project Cost
Boathouse	No Improvements Anticipated	\$0
Club West	No Improvements Anticipated	\$0
Community Center	No Improvements Anticipated	\$0
Recreation Center	Add Tennis Court Lighting, Add Shade Structure on Pool Deck	\$332,500
SUBTOTAL EXISTING RECREATION FACILITIES		\$332,500
TRAIL FACILITIES		
Asset	Brief Description	Estimated Total Project Cost
Clarksburg Branch line Trail	CBLT Enhancements to Existing Trail, CBLT Trail Extension 2.2 Miles	\$2,881,218
Davis Road	No Improvements Anticipated	\$0
Lake Washington	No Improvements Anticipated	\$0
Linden Road Trailhead	Linden Road Trailhead	\$290,000
Main Drain Paving w/bridges	No Improvements Anticipated	\$0
Pioneer Bluff Trail	No Improvements Anticipated	\$0
River Walk Trail North	River Walk Trail North	\$649,750
Southport Setback Levee Trail	Southport Setback Levee Trail Paving	\$2,187,500
Sycamore Trail Phases 3/4/5	Improve Phase 3	\$1,365,000
Trail Under Tower Bridge	No Improvements Anticipated	\$0
SUBTOTAL TRAIL FACILITIES		\$7,373,468
NEW PARK DEVELOPMENT		
Asset	Brief Description	Estimated Total Project Cost
Bees Lake	Public Access/Passive Recreation Improvements	\$1,290,000
SUBTOTAL NEW PARK DEVELOPMENT		\$1,290,000
TOTAL EXPANDED SERVICE PROJECTS		\$16,804,543

7.2.1 EXPANDED SERVICE PROJECT HIGHLIGHTS

- \$7.8 Million or 46%: Existing Park Improvements including, but not limited to, reconstructing major features, the addition of shade structures, picnic shelters and internal walking trails.
- \$332,500 or 2%: Existing Facility Improvements including tennis court lights and pool deck shading.
- \$7.4 Million or 44%: Existing Trail Expansion/Improvements including Clarksburg Ranch Trail, Southport Setback Levee Trail, Riverwalk Trail North and Sycamore Trail Phase 3.
- \$1.3 Million or 8%: Bees Lake Enhancements based on outcomes of current habitat restoration planning effort.

7.3 VISIONARY RECOMMENDATIONS – DEVELOPING NEW OPPORTUNITIES

Recommendations described in this section represent the complete set of services and facilities desired by the community. It can help provide policy guidance by illustrating the ultimate goals of the community, and by providing a long-range look to address future needs and deficiencies. The following new development and redevelopment projects have been identified as relevant to the interests and needs of the community and are relevant to the City’s focus because they feature a high probability of success.

VISIONARY PROJECTS (New/Major Upgrade)		
EXISTING PARKS		
Asset	Brief Description	Estimated Total Project Cost
Alyce Norman Playfield	No Improvements Anticipated	\$0
Barge Canal Recreational Access	Development of Arlington Neighborhood Park	\$2,100,000
Bridgeway Island Park	No Improvements Anticipated	\$0
Bridgeway Lakes Community Park	No Improvements Anticipated	\$0
Broderick Boat Ramp	Potential Acquisition of Additional Property to Expand Park Amenities	\$250,000
Bryte Park	Implement Master Plan	\$20,400,000
Circle/Willie Deprato Park	No Improvements Anticipated	\$0
Classics Mini Park	No Improvements Anticipated	\$0
Delta Gardens Park	No Improvements Anticipated	\$0
Eagle Point Park	No Improvements Anticipated	\$0
Elkhorn Park	No Improvements Anticipated	\$0
Emile Whitey Boisclair Park	No Improvements Anticipated	\$0
Fred and Leila Holmes Park	No Improvements Anticipated	\$0
Garden Park	No Improvements Anticipated	\$0
Heritage Oaks Park	Implement Master Plan	\$3,471,950
Jerome D. Barry Park	No Improvements Anticipated	\$0
Joey Lopes Park, incl garden	No Improvements Anticipated	\$0
Kinsington Pocket Park	No Improvements Anticipated	\$0
Lake View Park	No Improvements Anticipated	\$0
Linden Park	Implement Master Plan (Adult Fitness, Loop Trail)	\$312,500
Linden South/Paik North	No Improvements Anticipated	\$0
Meadowdale Park	No Improvements Anticipated	\$0
Memorial Park	No Improvements Anticipated	\$0
Patwin Park	No Improvements Anticipated	\$0
Pheasant Hollow Park	No Improvements Anticipated	\$0
Poquito Park	No Improvements Anticipated	\$0
Redwood Park	New Master Plan	\$60,000
River Walk Park	No Improvements Anticipated	\$0
Roland Hensley Bike Park	No Improvements Anticipated	\$0
Rotary Centennial Park	No Improvements Anticipated	\$0
Sam Combs Park	No Improvements Anticipated	\$0
Southport Gateway Park	No Improvements Anticipated	\$0
Summerfield Park	No Improvements Anticipated	\$0
Sunset Vista Park	No Improvements Anticipated	\$0
Touchstone Park	No Improvements Anticipated	\$0
Union Street Pocket Park	No Improvements Anticipated	\$0
Westacre Park	No Improvements Anticipated	\$0
Westfield Playground	No Improvements Anticipated	\$0
SUBTOTAL EXISTING PARKS		\$26,594,450

VISIONARY PROJECTS (New/Major Upgrade)		
EXISTING RECREATION FACILITIES		
Asset	Brief Description	Estimated Total Project Cost
Boathouse	No Improvements Anticipated	\$0
Club West	No Improvements Anticipated	\$0
Community Center	No Improvements Anticipated	\$0
Recreation Center	Fitness Center Renovation/Future Enhancemnts	\$625,000
SUBTOTAL EXISTING RECREATION FACILITIES		\$625,000
TRAIL FACILITIES		
Asset	Brief Description	Estimated Total Project Cost
Clarksburg Branch line Trail	No Improvements Anticipated	\$0
Davis Road	Davis Road Ped/Bike/Equestrian Trail	\$1,250,000
Lake Washington	Lake Washington Bike Trail	\$2,250,000
Linden Road Trailhead	Linden Road Trailhead Construction	\$921,000
Main Drain Trail	Main Drain Trail Paving and Pedestrian Bridges	\$5,625,000
Pioneer Bluff Trail	Pioneer Bluff Riverfront Trail (pending early development opportunity)	\$2,500,000
River Walk Trail North	No Improvements Anticipated	\$0
Southport Setback Levee Trail	No Improvements Anticipated	\$0
Sycamore Trail Phases 4/5	Construction Phases 4 and 5	\$16,250,000
Trail Under Tower Bridge	Trail Under Tower Bridge	\$806,250
SUBTOTAL TRAIL FACILITIES		\$29,602,250
NEW PARK DEVELOPMENT		
Asset	Brief Description	Estimated Total Project Cost
Bees Lakes	No Improvements Anticipated	\$0
Charter School/States Streets Neighborhood Park	Dependent Upon WUSD Partnership	\$0
Liberty	Neighborhood Parks (6.5 acres @\$500k/ac), Community/Sports Park (9 acres @ \$1m/ac)	\$19,187,500
River Park	No Development Anticipated	\$0
Stone Lock/Pioneer Bluffs	Stone Lock Plaza, Sacramento River Parkway	\$5,674,925
The Bridge District	Promenade Plaza Public Portion, Other Distributed Park Features	\$6,125,000
Washington Realized	Riverfront Park, Heritage Green, Access Corridor	\$5,183,668
Westmore Oaks	Dependent Upon WUSD Partnership	\$0
Yarbrough	Regional Lake Park - 55-acre park (assumes 75% or 41 acres is park land), Neighborhood Parks - 1/2 of parks built (12.6 acres)	\$46,900,000
SUBTOTAL NEW PARK DEVELOPMENT		\$83,071,093
TOTAL VISIONARY PROJECTS		\$139,892,793

7.3.1 VISIONARY PROJECT HIGHLIGHTS

- \$26.6 Million or 19%: Existing Parks Improvements including the implementation of the Bryte Park Master Plan and Heritage Oaks Phase 2.
- \$625,000 or 0.4%: Existing Facility Development including the expansion of fitness facilities at the Recreation Center.
- \$29.6 Million or 21.2%: New Trail Development including, but not limited to, Sycamore Trail Phases 4 and 5, Main Drain Trail Paving and Bridges, Davis Road Bike/Pedestrian/Equestrian Trail.

- \$83.1 Million or 59.4%: New Park Development including, but not limited to, Yarbrough and Liberty housing development parks, Stone Lock/Pioneer Bluff (Central Park) and Bridge District parks.

7.4 CAPITAL IMPROVEMENT SUMMARY BY TIER

The following table summarizes the capital improvement plan associated with the Master Plan of the capital improvement

SUMMARY BY TIER	
Tier	Estimated Total Project Cost
Sustainable Projects	\$22.2M
Expanded Service Projects	\$16.8M
Visionary Projects	\$140M
TOTAL	\$179M

7.5 CAPITAL IMPROVEMENT SUMMARY BY PROJECT TYPE AND TIMELINE

The following table summarizes the capital improvement plan associated with the Master Plan by project type and timeline.

SUMMARY BY PROJECT TYPE and TIMELINE			
Project Type	Estimated Total Project Cost	Estimated Project Cost Years 1-5	Estimated Project Cost Years 6-10
Park Improvements	\$43.8M	\$40M	\$3.8M
Recreation Facility Improvements	\$12.2M	\$5.8M	\$6.4M
Trail Improvements	\$37M	\$3.7M	\$33.3M
New Park Development	\$85M	\$1.9M	\$83.1M
Administrative Projects	\$1M	\$0	\$1M
TOTAL	\$179M	\$51.4M	\$127.6M

7.5.1 YEARS 1-5 HIGHLIGHTS

- Park Improvements: Projects include, but not limited to, the lifecycle replacement of irrigation systems, playgrounds, benches, signage, parking lots, and restrooms, completion of Bryte Park and Memorial Park projects and improvements to Barge Canal Recreational Access.
- Recreation Facility Improvements: Projects include, but not limited to, Recreation Center debt service, interior painting of the Community Center and minimal improvements to Boathouse and Club West.
- Trail Improvements: Projects include constructing the Sycamore Trail Phase 3, Southport Levee Trailhead, Clarksburg Branch Line Trail amenities and River Walk Trail North construction.
- New Park Development: Bees Lake Habitat Restoration project.
- Administrative Projects: Urban Forest Management Plan project.

7.5.2 YEARS 6-10 HIGHLIGHTS

- Park Improvements: Projects include, but not limited to, continued improvements to Barge Canal Recreational Access, continued lifecycle replacement throughout the parks system and improvements to Westacre Park.
- Recreation Facility Improvements: Projects include, but not limited to, Recreation Center debt service and Club West lifecycle replacement.
- Trail Improvements: Projects include, but not limited to, Sycamore Trail Phases 4 and 5, Main Drain Trail improvement and paving Southport Setback Levee Trail.
- New Park Development: Projects include the development of new parks associated with growth in the community, including, Yarbrough, Liberty and Stone Lock/Pioneer Bluffs.

7.6 PROJECT PRIORITIZATION CRITERIA

In order to help prioritize projects based on limited funding sources, staff developed draft criteria for **evaluating a project's ability** to meet a variety of park and recreation needs and provide additional benefits. The criteria are shown in the table on the following page and focus on the following:

- Financial Viability - All projects must demonstrate that funding is available for both capital and long-term operations and maintenance costs. The City should not take on a project that it cannot afford to maintain.
- Immediate Projects - Projects needed due to health, safety, legal and/or ADA issues, as well as **to protect the City's current investment in facilities.**
- Benefit-Driven Projects - Projects that meet the park land and amenity needs of the community, complete a partially-developed project and/or serve as a potential catalyst for economic development.
- Opportunity-Driven Projects - Projects that leverage resources and offer partnership opportunities, are located on a significant site and/or promote economic development opportunities.

City of West Sacramento Parks and Open Space Master Plan Update Project Prioritization Criteria			
	Category	Description	Project Examples
<i>For All Projects</i>	1. Financial Viability	All projects must demonstrate that funding is available for capital AND long-term operation/maintenance costs.	<ul style="list-style-type: none"> • Installation/eventual replacement of park furniture, fixtures and equipment (i.e. play structures, shade structures, benches, etc.)
<i>Immediate</i>	2. Health/Safety/Legal/ADA	Immediate health & safety risk, ADA improvements, settlement requirements.	<ul style="list-style-type: none"> • Memorial Park ADA • Bryte Park ADA & athletic field safety improvements
	3. Taking Care of Existing Investments	Lifecycle replacement and enhancement of existing parks, trails and building facilities.	<ul style="list-style-type: none"> • Equipment replacement/repairs at existing parks and facilities • Trail lighting, signage
<i>Benefit-Driven</i>	4. High Unmet Need	Development of amenities based on unmet needs identified in the Level of Service (LOS) analysis.	<ul style="list-style-type: none"> • Formalize/add playfields at multiple park sites • Complete Bryte Park Master Plan • Westmore Oaks Playfields • Westacre Park expansion • More covered picnic shelters
	5. Parkland Deficiency	Land/project is located in a park-poor area (deficient in meeting 5 acres of parkland/ per 1,000 residents and/or contributes park land needed based on the LOS analysis.	<ul style="list-style-type: none"> • Park improvements in northern portion of City: <ul style="list-style-type: none"> – Washington Realized – Westmore Oaks Playfields – Westacre Park expansion – Other neighborhood park opportunities
	6. Completeness	Site or trail is partially improved. Benefits are limited until site is fully developed.	<ul style="list-style-type: none"> • Complete Heritage Oaks Park site • Complete Bryte Park Master Plan • Extend Clarksburg Branch Line Trail • Extend Sycamore Trail
	7. Economic Revitalization	Potential for project to serve as a catalyst for other investment.	<ul style="list-style-type: none"> • Central Park • Waterfront parks and trails • Amenities to support private investment • Regional recreation tourism activities
<i>Opportunity-Driven</i>	8. Ability to Leverage Resources	Are other projects occurring on or near the site or are there other funding sources available?	<ul style="list-style-type: none"> • Bryte Park • Westmore Oaks site • Trail improvements • ADA upgrade projects
	9. Partnership Opportunities	Partnership will help fund improvements and/or long-term operation/maintenance costs.	<ul style="list-style-type: none"> • Shade Structures/West Sac Plays • WUSD properties • Heritage Oaks/Ropes course
	10. Site Significance	Site has been identified as a public priority.	<ul style="list-style-type: none"> • Waterfront improvements • Partnership projects • Trails

CHAPTER EIGHT – CAPITAL IMPROVEMENT PLAN FUNDING

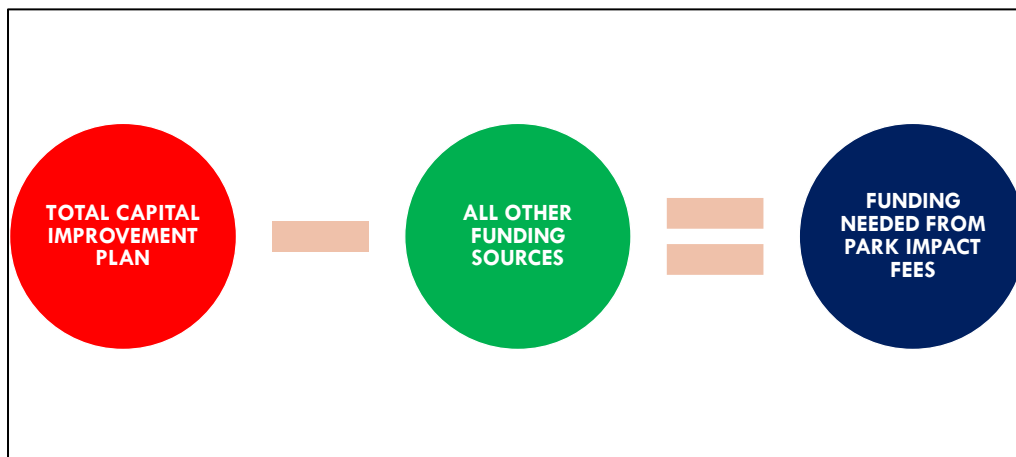
In order to continue to build and maintain the parks and recreation system, a sound and strategic funding strategy was developed for the capital improvement projects presented in this plan.

Fiscally sustainable and realistic funding sources are essential to implementing a capital improvement plan. There is significant opportunity within existing funding sources to fully fund the capital improvement plan presented in this plan. The following describes the process undertaken to identify and allocate funding resources for the 10-year capital improvement plan.

8.1 FUNDING STRATEGY APPROACH

A desired outcome for the funding of the Master Plan's capital improvement plan is to minimize the **burden that the City of West Sacramento's Park Impact Fee** must carry to fund the 10-year CIP. To accomplish this, the following strategic approach was developed to create an implementable funding plan for the CIP:

1. Development of a comprehensive list of CIP projects and cost estimates (Chapter 7).
2. Identified all potential funding sources and for each source:
 - a. Confirmed current funding policy as it relates to park and recreation projects; or
 - b. Proposed new funding policy as it relates to park and recreation projects.
3. Identified geographical constraints to the funding of park and recreation projects.
4. Estimated 10-year revenue for each funding source to ensure capacity and appropriateness of potential funding allocations.
5. Determined the balance of park and recreation improvements that cannot be funded with other funding sources and therefore must be funded by Park Impact Fees.



8.2 FUNDING SOURCE IDENTIFICATION

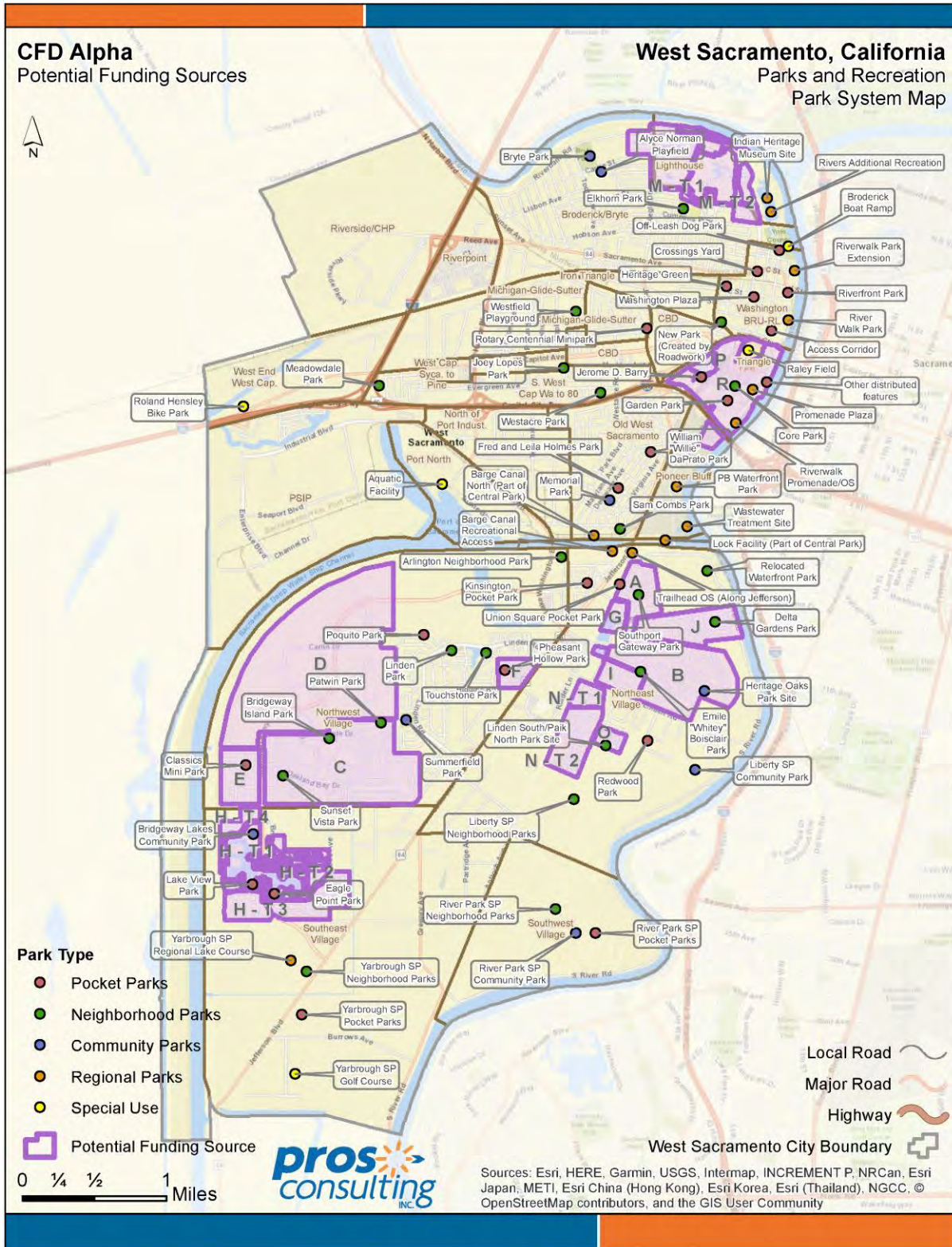
The first step in the process of creating a financially implementable capital improvement plan is to identify potential funding sources available to fund the plan. The following table summarizes the potential funding sources identified and allocation recommendations:

Funding Source Identification and Allocation Recommendation	
Funding Source	Allocation Recommendation
General Fund ADA Fund	Continue to allocate funds for ADA improvements to City-owned/managed parks and facilities
General Fund Facilities Fund	Continue to allocate funds for City-owned/managed building facility improvements (Galleria rental space, Community Center, Boathouse and Club West), as well as ADA improvements.
Measure E	Continue to fund trail improvements/enhancements, including trail extensions, lighting, drinking fountains, signage, etc. and new trail development and amenities, as well as trail maintenance.
Measure G	Park and recreation projects that promote economic development and provide community-wide benefits, including the Central Park, waterfront recreation and a community sports complex.
Measure K	Continue to allocate funds for projects that directly benefit children, including new and replacement play/shade structures, as well as the Recreation Center debt service payments.
Measure N (if available)	Funding for park improvements that have community-wide benefit and support inclusive economic development efforts.
Enhanced Infrastructure Financing District	Park and recreation projects that promote economic development and provide community-wide benefits, including the Central Park, waterfront recreation and a community sports complex.
Community Facility Districts	Lifecycle replacement, landscaping and maintenance costs associated with parks and trails that are located in CFDs.
Bridge District	Funding for park and recreation improvements in The Bridge District only.
Grant Funding (Parks and Recreation, Cap and Trade, Environmental)	Aggressively pursue grant funding for new park development, park renovations, nature areas that provide environmental and educational benefits, trail improvements and trail support amenities, including trailheads, parking and lighting.
Settlement Funds	Focus on projects that improve access to recreation opportunities in the northern portion of the City where many other funding sources are not available. Funding shall be used to leverage other public and private funding, including serving as match funding for grant opportunities.
Public/Private Partnerships	Funds provided by other public or private entities or generated by a project will be used to develop new and/or enhance existing improvements.
Development Agreement Funds	Funding for park and recreation improvements as defined by specific development agreements (i.e., The Bridge District, River Park and Yarbrough) but typically includes localized funding of Park Impact Fee funds.
Transportation Impact Fee	Funding for all eligible trail improvements that serve as transportation facilities that reduce Vehicle and Motorized Transportation (VMT), including existing trail enhancements and new trail development.
Park Impact Fee	Funding for balance of park and recreation improvements that cannot be funded with other funding sources.

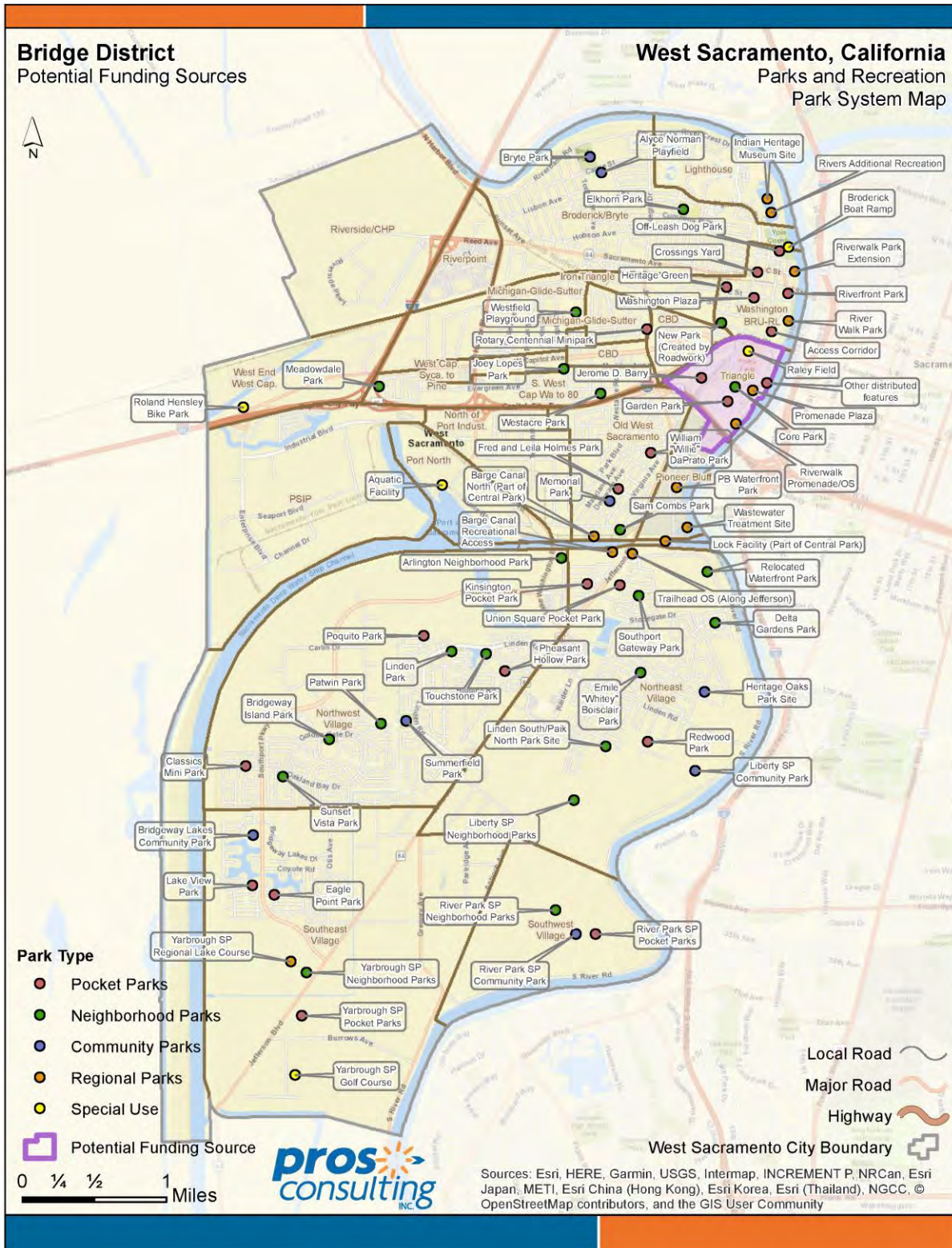
8.3 FUNDING SOURCE GEOGRAPHICAL RESTRICTIONS

As part of a thorough review of the eligibility of funding sources, it was determined that certain funding options carried geographical restrictions and thereby could only be utilized for capital improvement projects in parks within those restricted areas. A mapping exercise was completed to ground truth to these restrictions. The results of that mapping exercise are as follows:

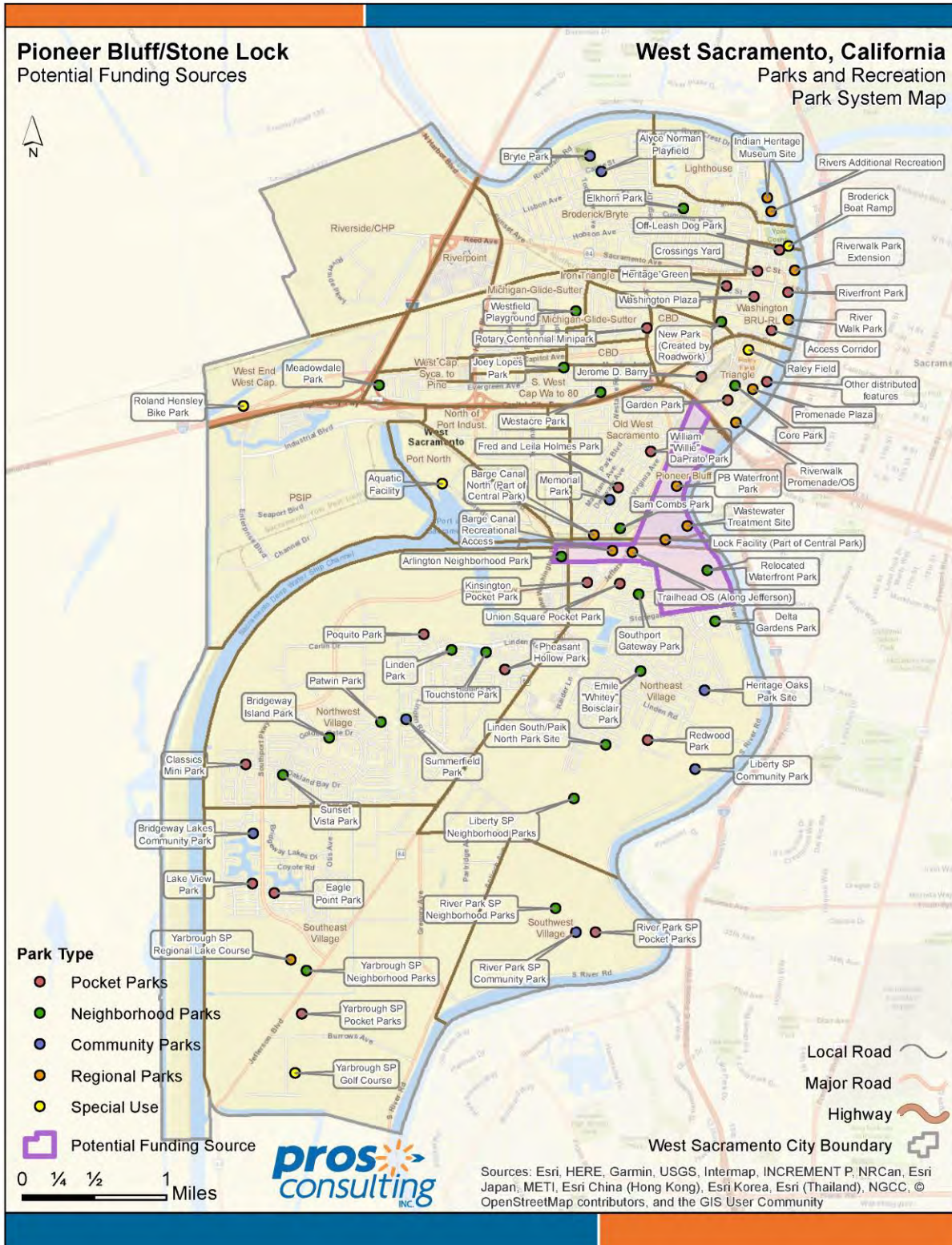
Community Facility Districts: Only parks located within the geographical boundaries identified are eligible for capital improvement funding, provided funds are available.



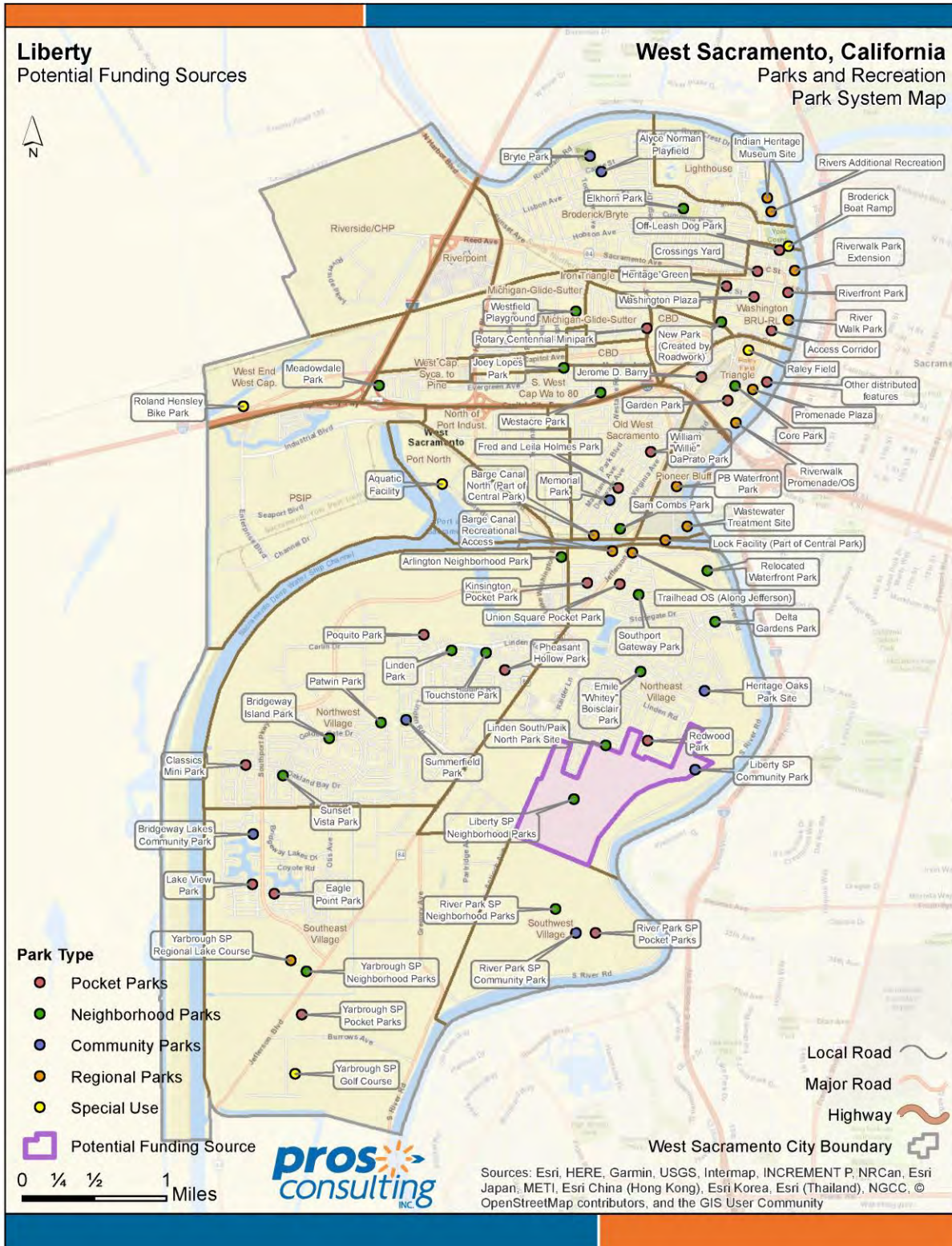
Bridge District: Only parks located within the geographical boundaries identified are eligible for capital improvement funding, provided funds are available.



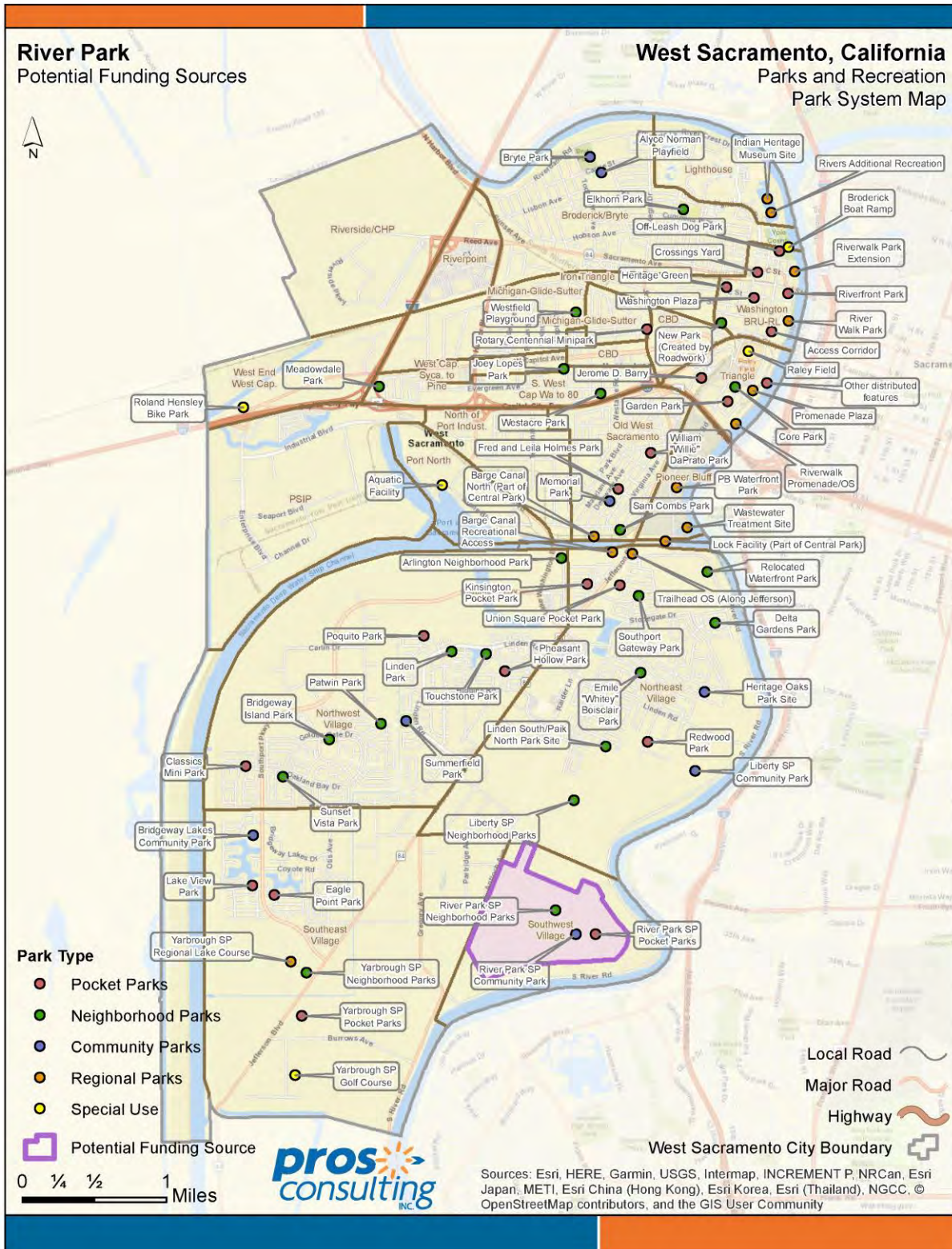
Pioneer Bluff/Stone Lock (Future): Although this area does not have a specific plan yet, it is anticipated that one will be developed and include payment terms for park facilities. Only parks located within the geographical boundaries identified will be eligible for available capital improvement funding.



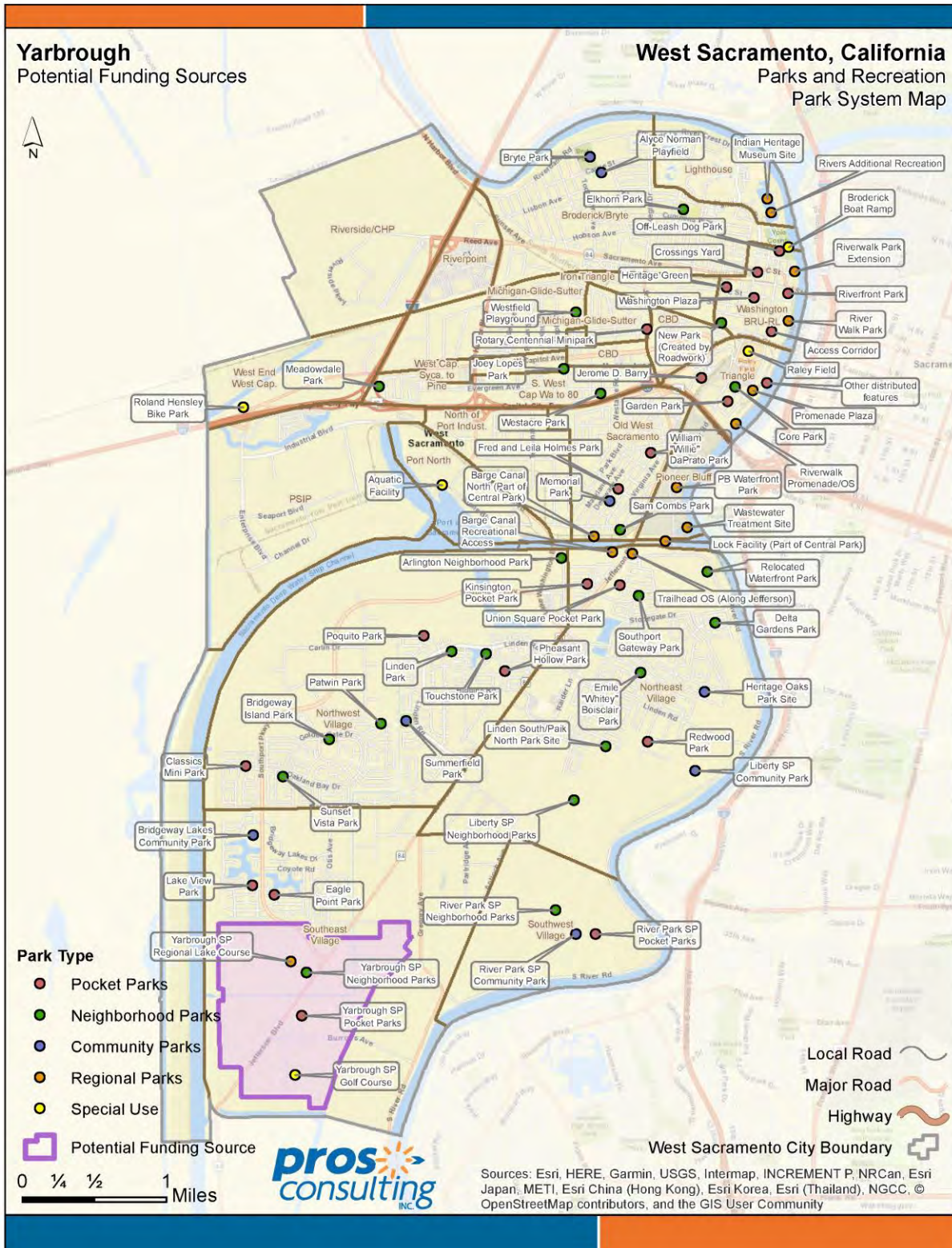
Liberty Master Planned Community (Future): A development agreement is currently being negotiated for the Liberty development. It is anticipated that only parks located within the geographical boundaries identified are eligible for capital improvement funding, provided funds are available.



River Park Subdivision (Future): Only parks located within the geographical boundaries identified are eligible for capital improvement funding, provided funds are available.

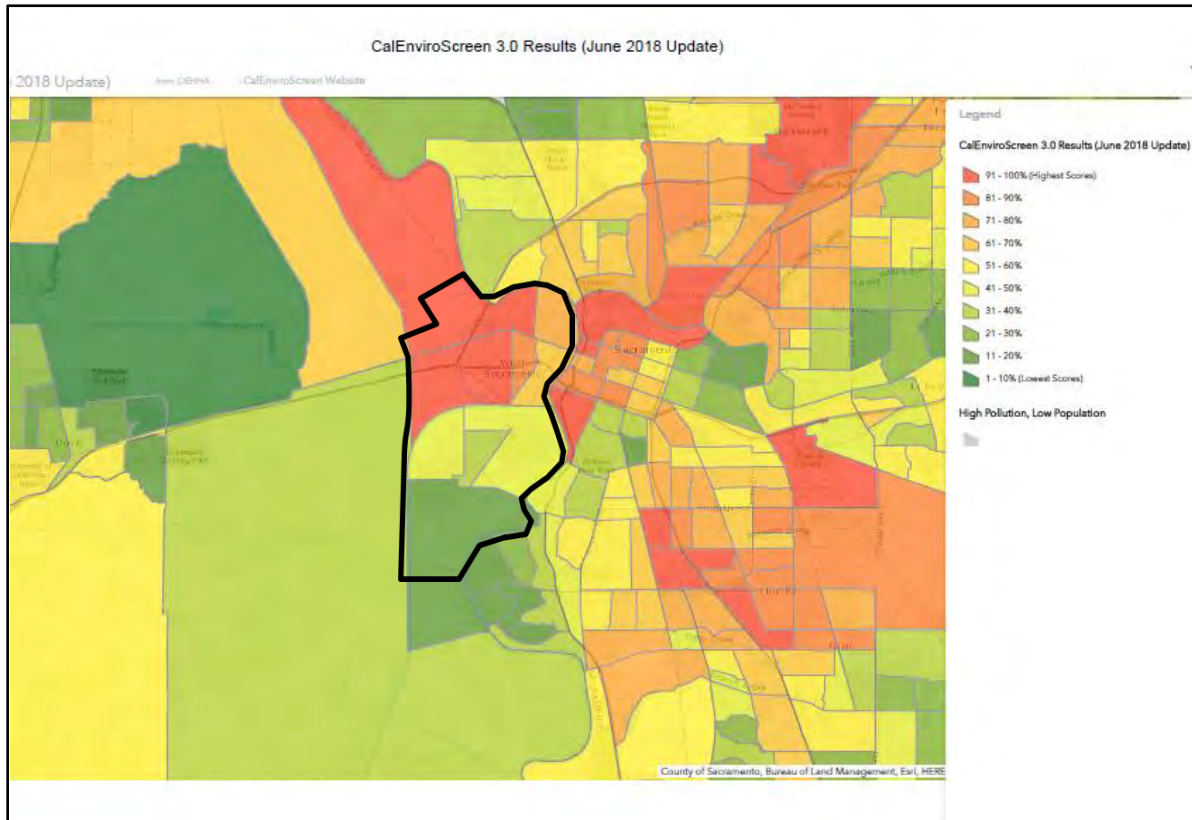


Yarborough Subdivision (Future): Only parks located within the geographical boundaries identified are eligible for capital improvement funding, provided funds are available



Disadvantaged Community Designation: Disadvantaged communities in California are specifically **targeted for investment of proceeds from the State’s cap-and-trade program**. These investments are aimed at **improving public health, quality of life and economic opportunity in California’s most burdened communities** at the same time reducing pollution that causes climate change.

CalEnviroScreen identifies California communities by census tract that are disproportionately burdened by, and vulnerable to, multiple sources of pollution. The map below, updated in June 2018, identifies the areas of West Sacramento that are most eligible for numerous State of California granting programs.



City-Wide Funding Sources: The following funding sources do not have geographical restrictions and can be utilized to fund park capital improvement projects city-wide, provided that the projects align with the policies and/or criteria set forth for each:

- General Fund set aside for Americans with Disabilities Act improvements
- Enhanced Infrastructure Financing District
- General Fund Facilities Fund
- Grant Programs
- Measure E
- Measure G
- Measure K
- Measure N (dependent upon policy development)
- Park Impact Fees
- Public/Private Partnerships
- Settlement Funds
- Transportation Impact Fees



8.4 10-YEAR PROJECTIONS FOR OTHER FUNDING SOURCES

Upon completion of the geographical restriction exercise, it was necessary to provide a 10-year funding projection for each of the potential sources identified previously. This analysis was completed to ensure that:

1. Sufficient levels of funding were available to fund the park capital improvement plan.
2. Funding allocations from each source against the park capital improvement plan did not exceed the 10-year funding projections.
3. Funding allocations from each funding source against the park capital improvement plan did not overextend each funding source and hamstring the City's ability to fund other non-park eligible projects.

Funding Source Projections	
Funding Source	Projected 10 Year Funding Level
ADA Fund	\$4M
General Fund Facilities Fund	\$8.1M
Measure E	\$36.1M
Measure G	\$49.6M
Measure K	\$36.1M
Measure N (if available)	\$36.1M
Enhanced Infrastructure Financing District	\$16.4M
Community Facility Districts	\$16.4M
Bridge District*	\$35.4M
Grant Funding	\$21.3M
Settlement Funds	\$2M
Public/Private Partnerships	\$800K
Development Agreement Funds	\$72.5M
Transportation Impact Fee	\$59.7M
TOTAL	\$389.7M

* = All funding sources of Bridge District

8.5 POTENTIAL ALLOCATION OF OTHER FUNDING SOURCES

The following table summarizes the potential allocation of funding sources sans the Park Impact Fee for the implementation of the CIP against the 10-year projections. The analysis indicates that the desired outcomes for the utilization of these funding sources for the park capital improvement plans are potentially fully met.

Funding Source Projections and Potential Allocation			
Funding Source	Projected 10 Year Funding Level	Funding Allocated to 10 Year Parks Master Plan CIP	% of Total Funding Allocated to Parks
ADA Fund	\$4M	\$600K	15%
General Fund Facilities Fund	\$8.1M	\$2.7M	33%
Measure E	\$36.1M	\$3.7M	10%
Measure G	\$49.6M	\$1.1M	2%
Measure K	\$36.1M	\$13.6M	38%
Measure N (if available)	\$36.1M	\$0	0%
Enhanced Infrastructure Financing District	\$16.4M	\$3.7M	23%
Community Facility Districts	\$16.4M	\$500K	3%
Bridge District*	\$35.4M	\$6.5M	18%
Grant Funding	\$21.3M	\$21.3M	100%
Settlement Funds	\$2M	\$2M	100%
Public/Private Partnerships	\$800K	\$800K	100%
Development Agreement Funds	\$72.5M	\$72.5M	100%
Transportation Impact Fee	\$59.7M	\$16M	27%
TOTAL	\$389.7M	\$144.5M	37%

8.5.1 OTHER FUNDING SOURCE HIGHLIGHTS:

- Grant funding - \$24.8 M
 - \$12M - Trails
 - Sycamore Trail - \$7M
 - Riverwalk North - \$690K - grant has already been awarded
 - \$5M - Bryte Park
 - \$1.6M - Riverwalk Park - grant has already been awarded
 - \$1.6M - Bees Lakes Park - \$600K or 38% of total project cost has already been awarded
- Enhanced Infrastructure Financing District - \$3.7 M
 - \$2.5M - Stone Lock/Pioneer Bluffs - New Parks, Portions of Central Park
 - \$1.2M - Pioneer Bluff Trail
- Transportation Impact Fee - \$15.9 M
 - \$8.1M - Sycamore Trail Phases 3/4/5
 - \$2.5M - Main Drain Paving w/crossings
 - \$2.5M - Clarksburg Branch Line Trail extension
 - \$2.5M - Pioneer Bluff Trail (pending early development opportunity)

8.6 PARK IMPACT FEE

The specific purpose of Park Impact Fees is to assure financing of all or a portion of the projects identified in the Master Plan. Park Impact Fees, together with other sources of financing, are necessary to finance public park improvements to implement the capital improvement plan identified in this report. Park Impact Fees will assure an equitable distribution of costs for park development between existing City residents and future residents of West Sacramento.

The Park Impact Fees described herein are intended to finance public improvements for the period July 1, 2018 through June 30, 2028. It should be understood that the public park improvements required to implement the CIP in this plan have been designed to be implemented in a timely manner over this entire planning period.

The Total Capital Improvement Program identified in the Parks, Recreation and Open Space Master Plan is estimated at \$179 million. Of that amount, approximately \$144 million is estimated to be funded by other sources, including development agreements, grant funding, specialty sales tax revenues and/or other impact fees, as applicable.

The Park Impact Fees necessary to construct public improvements are subject to revision due to several factors. These factors include the impossibility of forecasting exactly the rate and location of development in West Sacramento, variations in the cost of construction of public improvements and variation in the standards that may be applicable in the future to the design of individual public improvements.

The following analysis supports utilizing the current park impact fee schedule to support the implementation of the Parks, Recreation and Open Space Master Plan.

8.6.1 CURRENT PARK IMPACT FEE SCHEDULE

The current Park Impact Fee schedule, adjusted for inflation, as of January 1, 2019 is as follows:

PARK IMPACT FEE SCHEDULE (January 1, 2019)			
Development Type	Fee Applicability	Fee Type	Current Fee
Residential	Neighborhood Parks	Single Family - 100%	\$5,541
Residential	Neighborhood Parks	Single Family - 50%	\$2,771
Residential	Neighborhood Parks	Multi-Family - 100%	\$4,544
Residential	Neighborhood Parks	Multi-Family - 50%	\$2,272
Residential	Community Parks	Single Family	\$10,985
Residential	Community Parks	Multi-Family	\$9,007
Commercial	Community Parks	Commerical Development	\$1.43/sq. ft.
Office	Community Parks	Office Development	\$2.31/sq. ft.
Industrial	Community Parks	Industrial Development	\$0.99/sq. ft.

8.6.2 CITY OF WEST SACRAMENTO DEVELOPMENT FORECAST (2019-2028)

Per the City of West Sacramento’s Community Development Department, the following summarizes the 10-year development forecast that will typically pay Park Impact Fees. The table does not include forecasted development that have pre-negotiated park development terms per their respective development agreements.

DEVELOPMENT FORECAST (2019-2028)			
Development Type	Fee Applicability	Fee Type	Projected Units/ Square Footage
Residential	Neighborhood Parks	Single Family - 100%	1,137 units
Residential	Neighborhood Parks	Single Family - 50%	387 units
Residential	Neighborhood Parks	Multi-Family - 100%	792 units
Residential	Neighborhood Parks	Multi-Family - 50%	125 units
Residential	Community Parks	Single Family	1,524 units
Residential	Community Parks	Multi-Family	917 units
Commercial	Community Parks	Commerical Development	172,000 square footage
Office	Community Parks	Office Development	272,000 square footage
Industrial	Community Parks	Industrial Development	100,000 square footage



8.6.3 PARK IMPACT FEE REVENUE PROJECTIONS

The general assumptions utilized to develop Park Impact Fee revenue projections are as follows:

- Based on current park impact fee schedule as of January 1, 2019 as shown on previous page.
- Assumes 3% annual inflationary increase.
- Includes development forecasts for the next 10 years as shown in the table above.
- Includes development projects that pay typical Park Impact Fees eligible for citywide use.
- Assumes current Park Impact Fee credits for eligible projects.
- Credit against park impact fees shall be provided when a building permit for demolition of a previous structure of similar use on the same lot has been obtained with the five years previous to building permit issuance for a new structure.
- At the approval of the City Manager, staff may prepare a specialty fee calculation for an industrial applicant who believes that the employment density of his/her project varies substantially from the general industrial category of 750 square feet per employee. Information must be provided by the applicant substantiating the employment density of the project. Applicant may be charged for staff time to prepare fee calculation.

PARK IMPACT FEE REVENUE PROJECTIONS					
Development Type	Fee Applicability	Fee Type	Current Fee	Projected Units/ Square Footage	Estimated Park Impact Fee Revenue
Residential	Neighborhood Parks	Single Family - 100%	\$5,541	1,137 units	\$6M
Residential	Neighborhood Parks	Single Family - 50%	\$2,771	387 units	\$1.2M
Residential	Neighborhood Parks	Multi-Family - 100%	\$4,544	792 units	\$3.8M
Residential	Neighborhood Parks	Multi-Family - 50%	\$2,272	125 units	\$300K
Residential	Community Parks	Single Family	\$10,985	1,524 units	\$14M
Residential	Community Parks	Multi-Family	\$9,007	917 units	\$8.7M
Commercial	Community Parks	Commerical Development	\$1.43/sq. ft.	172,000 square footage	\$260K
Office	Community Parks	Office Development	\$2.31/sq. ft.	272,000 square footage	\$730K
Industrial	Community Parks	Industrial Development	\$0.99/sq. ft.	100,000 square footage	\$120K
Total					\$35.3M

8.6.4 POTENTIAL ALLOCATION OF PARK IMPACT FEES

The following table summarizes the allocation of the projected Park Impact Fee revenues for the implementation of the CIP. The highlights of the Park Impact Fee allocation summary are as follows:

- 46% of the projected Park Impact Fees are allocated to improving existing parks and recreation facilities.
- Park Impact Fee revenues account for ONLY 17% of the total funding required to fully implement the recommended 10-year CIP.
- The projected Park Impact Fee balance in 2028 is \$5.3 million, which provides for some flexibility if anticipated grant funding is not realized.

PARK IMPACT FEE ALLOCATION BY PROJECT TYPE			
Project Type	Estimated Total Project Cost	Park Impact Fee Allocation	% of Projects Funded by Park Impact Fee
Park Improvements	\$43.8M	\$17.2M	39%
Recreation Facility Improvements	\$12.2M	\$1.8M	15%
Trail Improvements	\$37M	\$2.1M	6%
New Park Development	\$85M	\$7.9M	9%
Administrative Projects	\$1M	\$1M	100%
TOTAL	\$179M	\$30M	17%



8.7 CAPITAL IMPROVEMENT PLAN FUNDING ALLOCATION SUMMARY

The highlights of the funding allocation summary are as follows:

- Sustainable projects are TYPICALLY not eligible for Park Impact Fee funding (\$600K already committed for Memorial Park ADA improvements).
- \$26.9M of projected Park Impact Fee revenue is allocated to Visionary projects.
- Utilization of 85% of the projected 10-year Park Impact Fee revenues.

TOTAL FUNDING ALLOCATION SUMMARY				
Tier	Estimated Total Project Cost	Other Funding Sources	Park Impact Fee Funding	Unfunded Balance
Sustainable Projects	\$22.2M	\$17.1M	\$600K	\$4.5M
Expanded Service Projects	\$16.8M	\$14.3M	\$2.5M	\$0
Visionary Projects	\$140M	\$113.1M	\$26.9M	\$0
TOTAL	\$179M	\$144.5M	\$30M	\$4.5M



CHAPTER NINE – PARKS MAINTENANCE ASSESSMENT

Parks and amenities that are clean and functioning efficiently are a critical element to delivering high quality programs and services. The West Sacramento Parks and Recreation Department maintains 185 acres of park acreage (not including Right of Way and Median landscape acreage).

9.1 KEY FINDINGS

9.1.1 LINES OF SERVICE

The core lines of service (functions) performed by the Parks Division are numerous. The lines of service are as follows:

Parks and Grounds Maintenance Lines of Service
Athletic Field - Game Preparation
Athletic Field Maintenance (Diamond and Multi-Purpose Fields)
Citizen Inquiries
Department Special Event Support
Dog Park Maintenance
Equipment Maintenance
Facility Management
Furniture, Fixtures, Systems (benches, lighting, trash cans, etc.)
Integrated Pest Management
Irrigation Systems
Lake Management
Landscape Beautification
Maintenance Yard Management
Natural Resource/Open Space
Park Building Maintenance
Park Permit/Special Event Facilitation
Playground Maintenance
Public Facility Grounds Maintenance
Restroom Custodial Services
River Access Maintenance (Boat Launches)
Sport Courts (Basketball, Tennis, Sand Volleyball Courts)
Storm Clean-up
Traffic Safety Management
Trails
Tree Inspections and Protection
Tree Planting
Tree Pruning and Maintenance
Tree Removal
Turf Management
Volunteer Management

9.1.2 MAINTENANCE STANDARDS AND DEVELOPMENT OF WORK PLANS

- Parks: Through the review of data and workshops with staff, it has been determined that the Parks Division has best practice maintenance standards with task, frequency and season of year in which work is performed in parks. These work standards identify the average number of labor hours required to manage and maintain the parks system as follows:

- Pocket Parks: 330 annual labor hours per acre
- Neighborhood Parks: 250 annual labor hours per acre
- Community Parks: 200 annual labor hours per acre
- Regional Parks: 220 annual labor hours per acre
- Special Use Parks: 205 annual labor hours per acre

Overall, the Parks Division requires approximately, 37,285 annual labor hours or 18.2 FTEs to satisfactorily implement its best practice maintenance standards to maintain City parks.

- Recreation Corridors (Trails): The Parks Division has formal maintenance standards in place to manage and maintain recreation corridors. The costs of implementing these standards (\$18,000 per linear paved mile) are aligned with best practices costs of \$15,000-\$20,000 per linear mile.
- Urban Forestry: The Parks Division does not have an Urban Forest Maintenance Management Plan in place **to manage West Sacramento’s Urban Forest of over 30,000 trees**. An additional \$60,000 annually is needed to have a third-party contractor provide routine tree pruning services.

9.1.3 LANDSCAPE AND LIGHTING DISTRICTS AND COMMUNITY FACILITY DISTRICTS

- The Parks Division provides landscape beautification and maintenance in right of ways and medians via third party contractors. A review of the scope of services as written by the Parks Division provided by third party contractors aligns with best practices.

9.1.4 STAFFING:

- The Parks Division is comprised of 15 full-time employees and seasonal/part-time employees. As noted above, the division requires 18.2 FTEs to manage just the **City’s parks system**. This results in a shortage of 3.2 FTEs.
- Additional FTEs are required to manage open space and recreation corridors.
- The Division does not have an Urban Forest Manager in place to manage over 30,000 public trees.

9.1.5 WORK ORDER MANAGEMENT SYSTEM

The Parks Division does not utilize a work order management system that identifies maintenance work orders, cost of service and asset replacement schedules. The City is currently in the early stages of implementing a work order management system.

9.1.6 EQUIPMENT AND RESOURCES

Staff currently has the necessary equipment and/or resources to perform tasks at a high level, however, inadequate staffing creates inefficiencies and inconsistent application of maintenance standards when managing the park system. New equipment will be needed to in the future to replace aging equipment.

9.1.7 THIRD PARTY CONTRACTING OF SERVICES

Given the fluctuations that can occur in the local economy, it is imperative that the Division continually evaluates the capacity and cost of service in the private sector. Currently, the Parks Division does not track unit activity costs and therefore cannot analyze the unit cost to perform work internally against the unit cost to perform work by a third-party vendor. Without this level of analysis, the division is unable to determine if it is more effective and efficient **to perform work “in-house” or to “contract it out”**.

9.1.8 ANNUAL PARK OPERATION AND MAINTENANCE FUNDING:

Analysis indicates that current expenditures are not in alignment with best practice costs.

- Parks Annual Operating Budget = \$2,083,358
- Park Operating Budget per Capita = \$39.30
 - National Average Park Operating Budget per Capita= \$46.94
- Lighting and Landscape/Community Facilities District Maintenance Funding = \$291,058

9.2 PARKS MAINTENANCE KEY RECOMMENDATIONS

9.2.1 IMPLEMENT A WORK ORDER MANAGEMENT SYSTEM

A work order system should be used to track lifecycle maintenance requirements that are tied to weekly and monthly work orders. This will help the staff to stay ahead of preventative maintenance and limit breakdowns. Further, utilizing the system will provide **staff the necessary “actual cost” data for work** being performed.

9.2.2 EMERGING FUNCTIONS

As the park system evolves and expands, the Parks Division does not currently have the capacity to manage the following emerging functions of work.

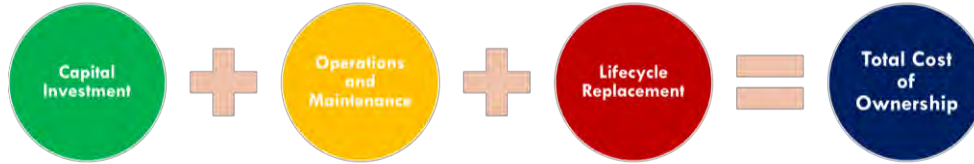
EMERGING FUNCTION	EXPLANATION
Trail Maintenance	City is aggressively pursuing the expansion of its trail system
Irrigation Maintenance	Irrigation maintenance is currently understaffed
General Park Maintenance - South	Expansion of park system will be primarily in the southern areas of the City
Work Order Management Administration	Staff capacity will be needed to manage a Work Order Management System for Parks Maintenance
Open Space/Natural Resource Management	The City currently has 166 acres of open space that is not being actively managed.
Volunteer Coordination	Opportunities exist to expand volunteer services
Management of Contracted Park/Urban Forest Maintenance	As the Parks Division moves to the third party contracting for the maintenance of parks and the urban forest, it will be necessary to provide oversight and management of the contracts

Consideration should be given to adding staff and/or expanding contract services to meet the labor demands of these emerging functions.



9.2.3 ANNUAL PARK OPERATION AND MAINTENANCE FUNDING

It is critically important to view the financial sustainability of the Parks and Recreation System through the concept of “Total Cost of Ownership” as shown in the graphic below.



Based on the analysis noted previously, the parks division is currently not allocated the resources needed to ensure that the assets of the park system reach the anticipated lifecycles. It is recommended that the Parks Division be allocated an additional \$400,000 for parks maintenance functions within the next two to three years. This funding would bring the annual parks maintenance cost per capita spending to \$45, which would be more in line with the national standard.

As the system grows, the following guidelines should be utilized to identify annual operational funding required to maintain additional park acreage:

- Athletic Field Parks:
 - \$12,000 - \$15,000 per rectangular field;
 - \$18,000 - \$20,000 per diamond field;
 - \$5,000 general acreage
- Community Parks: \$7,500 - \$9,000 per acre
- Neighborhood Parks: \$8,500 - \$10,000 per acre
- Open Space: \$300 - \$600 per actively managed acre
- Pocket Parks: \$10,000 - \$12,000 per acre
- Special Use Parks: Costs varies dependent upon amenities
- Recreation Corridors/Trails: \$5-\$5,500 per acre

9.2.4 SYSTEMATIC APPROACH TO CONTRACTING SERVICES

Through the development of management processes, the Parks Division must begin to track unit activity costs through the implementation of a work order management system and in turn, would internally analyze the unit cost to perform work internally against the unit cost to perform work by a third-party vendor.

9.2.5 UPDATE WORK PLANS BASED ON MAINTENANCE STANDARDS

The foundation of standards are the maintenance tasks and frequencies of each task. The division should update its current standards prior to implementing a work order management system. These standards would apply to work performed by Parks Division staff or third-party contractors.

CHAPTER TEN - STRATEGIC IMPLEMENTATION

The consultant synthesized its findings to develop a framework of strategic recommendations for the City of West Sacramento Parks and Recreation Department. It is recommended that the strategies align with eight major categories of best practices:

1. Growing the Park System
2. Trails
3. Park Land Improvements
4. Economic Development through Parks
5. Athletic Field Development
6. Programming
7. Operations and Staffing
8. Financing the Park System

The implementation matrix should be evaluated and refined as political and economic circumstances shift and be used to validate the vision and mission of West Sacramento. A complete implementation plan matrix, including tactics, accountability, timelines and performance measures, will be provided as a separate document.

1. Growing the Park System	
Increase the proportion of park acres per population through a variety of park type amenities, and open space options.	
Strategy	Collaborate with local partners, in public and private sectors, to develop innovative parks and spaces to achieve the levels of service targeted in this plan and that are aligned with other planning efforts including but not limited to the 2035 General Plan, the 2018 Bicycle, Pedestrian and Trails Master Plan, Levee Improvement Projects, the Washington Realized Plan and other specific area plans.
Strategy	Utilizing the Bicycle, Pedestrian and Trails Master Plan as a guide to strive for parks and green spaces to be within a 5-minute walk/bike ride for every household in West Sacramento.
Strategy	Develop a network of parks, trails and open spaces that protect the natural areas in public spaces in West Sacramento and connect to population centers that will support the needs of all residents through well designed parks and recreation amenities.
Strategy	Utilize the design principles in this plan for each type of park (neighborhood, community, regional, special use, sports complex, etc.) to guide landscape architects when designing parks and operational staff to follow for maintaining the park or amenity after it is developed.
Strategy	Determine which parks are to be defined as destination location parks that frame the highest quality of land management maintenance and park related services.
Strategy	Continually update the lifecycle asset management plan for the Department.

2. Trails	
Establish connectivity between parks and greenways that is accessible by pedestrians, bikes and parks and open space in West Sacramento.	
Strategy	Work with other city departments to identify and connect sidewalk and bike lanes to trails to improve access to desirable destinations, i.e. Stone Lock, Riverfront, Bridge District, etc.
Strategy	Prioritize existing City-owned land and future land acquisition decisions to focus investments in a bike pedestrian trail system that achieves active transportation strategies and the development of a contiguous network.
Strategy	Continually update the lifecycle asset management plan for the ongoing maintenance of the trail system.
Strategy	Continually encourage and seek funding for the development of trails and trail amenities, and construct in appropriate areas of the City per the Bicycle, Pedestrian and Trails Master Plan; Consider partnerships for the maintenance of the trails.

3. Park Land Improvements	
Provide a park and recreation system offering the community a variety of parks and services that integrate environmental design, safety, community needs and emerging trends.	
Strategy	Utilizing the General Plan 2035 as a guide, implement improvements that are mindful of environmental stewardship to aid in the protection of park resources and ensure that they will be protected for future generations.
Strategy	Update Public Art Policy and consider art in parks to encourage interest and appreciation.
Strategy	Make all parks and services welcome and accessible to all level of users, i.e., adults, children, seniors, and all-abilities through clean restrooms when feasible, seating or benches, running water fountains or water stations, and park features usable for all abilities in parks (ADA).
Strategy	Consider the incorporation of technology into the design of parks and programming through partnerships to produce a state-of-the-art park system (systems such as cameras, irrigation, Wi-Fi, pedestrian counters, automated restrooms, solar, Sybertech trash receptables, etc.).

4. Economic Development through Parks	
Invest in infrastructure and services along the Sacramento River and Barge Canal	
Strategy	Grow outdoor recreation activities through partnerships that facilitate water-based activities (e.g. paddle boarding, canoeing, kayaking) at the Barge Canal Recreational Area and adventure-based programming at Heritage Oaks Park.
Strategy	Refine and implement recommendations produced for park and trail improvements along the Barge Canal including Stone Lock, Central Park, neighborhood parks, Barge Canal Recreational Area and the Riverfront.

5. Athletic Field Development	
Continue to plan, develop and operate a variety of athletic field facilities that support multiple sports and activities.	
Strategy	Update and implement the Bryte Park Master Plan to increase and formalize the number of athletic fields available for utilization by the community.
Strategy	Continue to engage the Washington Unified School District in partnership opportunities to expand playfield opportunities in Central West Sacramento.
Strategy	Update and implement athletic field maintenance standards to improve playing conditions of the athletic field system.

6. Recreation Programming	
Increase community participation in programs from 37% to 40% to align with national standards.	
Strategy	Refine core program services that align with community need.
Strategy	Track lifecycles of programs and drop programs in their down cycle by adding new programs to take their place.
Strategy	Create additional target marketing strategies to inform residents of the services being provided.
Strategy	Develop a yearly program plan specifically for the core program areas.
Strategy	Update the special event policy to ensure equitable utilization of City resources when supporting external events.
Strategy	Create equitable partnerships across the system with sports and not-for-profit groups.
Strategy	Engage volunteers in the delivery of programs and services to build advocacy and support for the park and recreation system.

7. Operations and Staffing	
Empower and train current department employees while growing staff to meet the emerging needs of the community.	
Strategy	Ensure job descriptions are reviewed and updated and salary assessments is completed to meet pay levels that keep salaries competitive.
Strategy	Seek to achieve CAPRA accreditation within the next 10 years.
Strategy	Create a succession plan for the Department.
Strategy	Continually encourage and seek funding to meet the emerging functions of the Department, including, but not limited to, trail maintenance, work order management, urban forest management, open space management, etc.

8. Financing the Parks System	
Pursue adequate funding to support existing parks, new parks, and other park types.	
Strategy	Ensure a fiscally sustainable parks system by leveraging financially-driven decisions.
Strategy	Ensure the Park Impact Fee and funding from other funding sources, including grants, are pursued to maintain the current level of service for parks and recreation within the community.
Strategy	Seek additional funding opportunities to support capital and operational needs as identified in the Plan.
Strategy	Establish a performance measure for the Recreation Division to become 50% self-supporting from user fees, permits, reservations, earned income and effective partnerships (national benchmark is 50%)



CHAPTER ELEVEN - CONCLUSION

The City of West Sacramento Parks, Recreation and Open Space Master Plan was developed to provide the organization a roadmap for the future using knowledge gained from community input, park and program inventory review, comparison to national standards and trends and an assessment of the current economic and political climate. The planning process incorporated a comprehensive series of discovery and analysis strategies to understand the workings of the organization and included a strong community engagement process. Several strategic recommendations resulted from this effort and were aligned into the eight major categories of implementation actions found in Chapter 10.

Overall, the park system is highly valued by community residents and leaders. It serves multiple purposes including recreational, environmental, educational, social, economic development and higher quality of life. Adequate funding for upkeep of existing parks is a priority for residents as well as developing new parks. Improved communication between the community and the Department is another opportunity for enhancing programs, services **and project activities**. **In short, investment in the City's park** and recreation system should be a priority.

Programmatically, the West Sacramento Parks and Recreation Department is meeting the major needs of the community, but a regular review of offerings will ensure successful outcomes.

Operationally, the department is meeting expectations. The continued development of processes that will allow for improved maintenance decision-making and utilization of contractual services is recommended as staffing and funding levels are below needs.

The City of West Sacramento is a growing community and based on population projections will continue to grow. While growth can be positive it can also stress the existing park system if strategies and policies are not in place to meet the new growth. As of today, the City lacks sufficient park land to meet the needs of residents particularly in neighborhood and community park types. As a result, other amenities provided through these park types are in shortage such as athletic fields, publicly-accessible tennis courts and reservable picnic shelters. While most will require long-term solutions, some areas of improvement in the short-term can be accomplished with enhanced partnerships such as joint-use opportunities with WUSD as well as close coordination with the development community.

To ensure that the City has a plan for capital projects, a three-tier approach was developed that organizes projects into the following categories: Sustainable projects, Expanded Services projects and Visionary projects. Each of these approaches provides a way to categorize and prioritize projects which ultimately furnished a comprehensive capital improvement plan totaling \$179M to be accomplished over the next 10 years.

The Parks, Recreation and Open Space Master Plan includes a system-wide approach for accomplishing short and long-term goals, initiatives, tactics and measurements to ensure that as the City grows in population, the Department does so as well - effectively, efficiently and sustainably - while providing world-class services, programs, parks, and facilities to the community for many years to come.

APPENDIX A - CEQA TECHNICAL MEMORANDUM

At the request of the City of West Sacramento, this technical memorandum was prepared to evaluate the potential environmental impacts associated with implementation of the proposed *Parks, Recreation and Open Space Master Plan* (herein referred to as the *Master Plan*) and to assess whether the potential impacts are within the scope of analysis of the approved *West Sacramento General Plan 2035 Environmental Impact Report* (herein referred to as the *GP 2035 EIR*) (West Sacramento 2016a).

INTRODUCTION

West Sacramento is located directly west of the city of Sacramento and is bordered by the Sacramento River to the east and the Yolo Bypass to the west. Updates to the *Master Plan* include park, recreation and open space developments to a re-envisioned Central Park. The 2003 Parks Master Plan included a conceptual central park concept for the entire Stone Lock District. In 2017, the City Council approved recommendations to significantly reduce its size and to develop a revised Central Park that encompasses the Barge Canal of the Deep-Water Ship Channel (DWSC) and connects to the Sacramento River. The new Central Park concept is programmed into three sub-areas: the Barge Canal Parkway, the Stone Lock Plaza and the Sacramento River Parkway.

The Barge Canal Parkway surrounds the Barge Canal and contemplates the following improvements: a bicycle and pedestrian bridge, a neighborhood park and a trail and parking lot. The Stone Lock Plaza is the focal point of the Central Park and contemplates the following improvements: a trailhead and pedestrian and bicycle improvements along the Jefferson Boulevard corridor and the complete retrofit and reimagining of the Stone Lock facility. The remaining sub-area, the Sacramento River Parkway, transitions from the built environment at Village Parkway and the Mike McGowan Bridge to the nature areas along the Sacramento River.

Due to the embryonic nature of the planning for the Sacramento River Parkway sub-area of the Central Park and the related uncertainty of the flood control solution of the Pioneer Bluff levee, for the purposes of this CEQA memo, it is considered a separate project with independent utility. Therefore, it is excluded from this environmental assessment. For the purpose of this memo exclusively, the Barge Canal Parkway **and the Stone Lock Plaza are herein referred to as the “Central Park Projects.”** Additional details regarding the Central Park are included in the Pioneer Bluff and Stone Lock Reuse Master Plan.

CITY OF WEST SACRAMENTO GENERAL PLAN 2035 POLICY DOCUMENT

The City of West Sacramento approved the *General Plan 2035 Policy Document (GPU)* (West Sacramento 2016b) on November 16, 2016. GPU elements and policies relevant to the *Master Plan* include Land Use, Urban Structure and Design, Mobility, Public Facilities and Services, Natural and Cultural Resources, Safety, Healthy Community, and most applicable, Parks and Recreation. The creation of parks and open space is addressed in the *Parks and Recreation Element* of the GPU with the following goals:

- PR-1: *To establish and maintain a public park system and recreation facilities suited to the needs of West Sacramento residents and visitors;*
- PR-2: *To provide a continual system of parks and open space corridors that connect destination points within and beyond the city of West Sacramento;*
- PR-3: *To provide and encourage, to the fullest extent possible, public access to the Sacramento River and Deep-Water Ship Channel for recreation purposes;*
- PR-4: *To establish recreation programs suited to the broad needs and interests of all West Sacramento residents; and*

- PR-5: *To promote the provision of private recreational facilities and opportunities.*

CITY OF WEST SACRAMENTO GENERAL PLAN UPDATE EIR

The *GP 2035 EIR* was certified on November 16, 2016, by West Sacramento’s City Council (State Clearinghouse #2014042087). The *GP 2035 EIR* provides a programmatic-level analysis of potential impacts regarding implementation of the *GPU* in the West Sacramento Planning Area (Planning Area). It does not provide site-specific or project-specific analysis. Analysis throughout the document typically uses 2015 baseline conditions and considers the level of change that would occur if development occurs up to the 2035 planning horizon (West Sacramento 2016a).

WEST SACRAMENTO PARKS, RECREATION AND OPEN SPACE MASTER PLAN

The current Parks Master Plan was adopted in 2003, with minor adjustments made in 2006. Since then, there have been significant changes in development and demographic trends, as well as local government economic shifts that impact the demand/need for a variety of recreation amenities and the ability to fund them. The *GPU Parks and Recreation Element* requires the City to review and update the *Master Plan* every 10 years to establish updated goals, policies, and standards for existing and proposed parks, open spaces and recreation trails, as well as programming needs. The *Master Plan* must be updated to **reflect the City’s current and forecasted development, growth and programming needs through 2028**. Once completed, the updated *Master Plan* will build off the *GPU 2035 Parks and Recreation Element*.

All of the updates detailed in the *Master Plan* were identified in the *GPU* and corresponding *GP 2035 EIR*, with the exception of changes proposed as part of the Central Park Projects. Although a Central Park was included in the *GPU*, the discussion was broad stroke and included little detail. The updated *Master Plan* includes specific details about the Central Park Projects which must be analyzed pursuant to Appendix G of the CEQA Guidelines to determine if additional impacts may result, which were not considered in the *GP 2035 EIR*. This technical memo focuses on potential impacts resulting from implementation of the current conceptual plan details for the Central Park Projects (Figure 1 - Conceptual Site Plan).

PROJECT DESCRIPTION

The proposed Central Park Projects are located along the existing DWSC and will occur on the north and south terraces/levees of the channel. The Central Park Project Area (Project Area) spans from Lake Washington Blvd to the west, Stone Blvd to the north, Village Parkway to the east, and Locks Dr. and the northern terminus of Arlington Road to the South. The Project Area currently consists of open space, a boat dock, and a bike trail south of the DWSC, and Sam Combs Park, a Union Pacific east-side rail line, vacant lots, and structures related to operation of the locks, north of the DWSC.

A Central Park was described generically in the *GPU* as *“a large, unique park that serves as a central gathering place for the entire city. Essentially a community park that has an elevated status due to its central location, unique features, or historic characteristics.”* **The typical components of the proposed park included “a wide variety of active and passive recreational facilities and features, including sports fields, picnic areas, tennis courts, playgrounds, and passive green open space”; and “may contain unique facilities or features such as zoos, aquariums, museums, or waterfront access.”**

Subsequently, the design for the Central Park Projects has been refined and as shown in Figure 1, includes the following features:

BARGE CANAL PARKWAY PEDESTRIAN/BIKE MULTI-USE TRAIL AND BRIDGE

- Group and Individual Picnic Facilities
- Restrooms
- Parking
- **Children’s Playgrounds**
- Trails
- Piers
- Canal Terraces
- Non-Motorized Watercraft Launch Ramp & Marina
- Arboretum/Nature Walk
- Pavilion
- Festival Lawn
- Ice-Rink/Paved Surface
- Stage
- Spray Park - The current 4.5-acre Sam Combs Neighborhood park, located at Stone Boulevard and Jefferson Boulevard, will be absorbed and incorporated into the larger Barge Canal Parkway. Existing play structures at Sam Combs Park will be converted into a parking lot, pavilion building, festival lawn, and a multi-use path that connects to the rest of the park.

STONE LOCK PLAZA COVERED EVENT STRUCTURE

- Plaza
- Clock Tower/Public Art Feature
- Concession Structures
- Bocce Bosque
- Ped/Bike Bridge and Trail
- Spray Park
- Tot Spray Park
- Playground
- Picnic Pavilion
- Restrooms
- Event Lawn
- Interpretive Center
- River Terrace Path/Overlook
- Fish Ladder
- Community Building
- Implementation of the Parks and Open Space Master Plan

The *Master Plan* includes development and programming opportunities for the next 10 years. Development and construction activities of proposed parks and open space would be consistent with policies outlined in the *GPU*, such as adhering to noise and air quality standards, biological and cultural resource surveys and coordination with appropriate agencies. Final design and construction of the Barge Canal Parkway has not yet been determined. The Stone Lock Plaza is proposed to be constructed in four phases over a period of 15 or more years. Phase 1 (1-5 years) will include clearing and grubbing of the site, installing flood protection solutions, retrofitting and demolishing buildings, and installation of an interim pedestrian and bike trail, and safety railing. Phase 2 (5-10 years) includes construction of a fish ladder, terraced landscaping, common areas, and ramp-crane access, as well as a trail extension. Phase 3 (10-15 years) includes construction of the south plaza hardscape, marina green drive, access roads, underground utilities, and a restroom. Phase 4 (15+ years) includes construction of the north plaza hardscape, a bridge over the DWSC, access roads, and retrofitting remaining buildings.

SACRAMENTO RIVER PARKWAY

(South Pioneer Bluff Neighborhood Park, Stone Lock South Neighborhood Park, & Sacramento River Bridge)

Although the Sacramento River Parkway projects were not included in this assessment’s project description, they are considered a component of the Central Park. The considered Sacramento River Parkway’s projects are broadly described below. Due to various uncertainties described in the Pioneer Bluff and Stone Lock Reuse Master Plan, these s should be considered preliminary and subject to change.

- Existing Vault Reuse (e.g., fountains, art installations, gardens, or a skate park)
- Observation Tower/Lighthouse
- Tank Shelters
- Pedestrian/Bike Multi-Use Trail
- Diversion Jetty
- Public Boat Dock
- Dredged Canal
- Pedestrian/Bike Transit Bridge
- Overlook Plaza
- Future Park Site & Gateway Park
- Existing Open Space

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Entrance
 Bridge or Pedestrian/Bike/
 Trailhead (Southport
 Relocation)

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CONCEPTUAL SITE PLAN CENTRAL PARK PROJECTS - BARGE CANAL PARKWAY & STONE LOCK PLAZA



BARGE CANAL PARKWAY

- 1 PED / BIKE MULTI-USE TRAIL
- 2 GROUP PICNIC FACILITIES
- 3 RESTROOM BUILDING
- 4 PARKING - PLAYGROUND & GROUP PICNIC
- 5 CHILDREN'S PLAYGROUND
- 6 TRAILHEAD - SYCAMORE & BARGE CANAL TRAILS
- 7 CANAL BRIDGE - PED / BIKE BRIDGE
- 8 PIER
- 9 CANAL TERRACES
- 10 PICNIC AREA
- 11 NON - MOTORIZED WATERCRAFT LAUNCH RAMP
- 12 PARKING - LAUNCH & TRAILHEAD
- 13 ARBORETUM / NATURE WALK

- 14 PAVILION BUILDING - RESTROOMS & COMMUNITY SPACE
- 15 MARINA - NON-MOTORIZED WATERCRAFT
- 16 PARKING
- 17 FESTIVAL LAWN
- 18 ICE-RINK / PAVED SURFACE FOR CHAIR SETUP
- 19 STAGE
- 20 ADVENTURE PLAYGROUND
- 21 SPRAY PARK
- 22 EXISTING PRE-SCHOOL

STONE LOCK PLAZA

- A COVERED MARKET EVENT STRUCTURE
- B PLAZA
- C CLOCK TOWER/PUBLIC ART LANDMARK FEATURE
- D BEER GARDEN/SHADE & CONCESSION STRUCTURES
- E BOCCIE BOSQUE
- F LOCK BRIDGE - PED/BIKE BRIDGE
- G SPRAY PARK
- H TOT SPRAY AREA
- I PLAYGROUND
- J PICNIC PAVILION
- K RESTROOM BUILDING
- L EVENT LAWN
- M GRAND STAIRCASE
- N INTERPRETIVE CENTER
- O RIVER TERRACE PATH / OVERLOOK
- P FISH LADDER
- Q COMMUNITY BUILDING
- R PED / BIKE MULTI-USE TRAIL

SACRAMENTO RIVER PARKWAY

- a EXISTING VAULT REUSE
- b OBSERVATION TOWER / LIGHTHOUSE
- c TANK SHELTERS
- d PED/ BIKE MULTI-USE TRAIL
- e DIVERSION JETTY
- f LOCK BRIDGE - PED/BIKE BRIDGE
- g DREDGED CANAL ENTRANCE
- h PED / BIKE BRIDGE OR PED / BIKE / TRANSIT BRIDGE
- i OVERLOOK PLAZA
- j FUTURE PARK SITE & TRAILHEAD
- k EXISTING OPEN SPACE





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ENVIRONMENTAL ANALYSIS

Using Appendix G, Environmental Checklist of the State CEQA Guidelines as an analytical tool, the following discussion evaluates the potential environmental impacts of implementation of the *Master Plan*, specifically modifications made to the Central Park Project Area in the context of the *GP 2035 EIR* to determine if those impacts are sufficiently covered, or if additional analysis is necessary.

Aesthetics

Setting

The *Existing Conditions* discussion within *Aesthetics* Section 3.1 of the *GP 2035 EIR* describes the visual quality of the GPU Project Area (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. West Sacramento is generally composed of suburban and rural development and agricultural open space with light commercial and industrial development and riparian corridors. The natural landscape is mostly flat with raised levees and is composed of vegetation in the form of residential landscaping and riparian vegetation along the river. Near the DWSC, the cultural environment consists of commercial and industrial areas. Levee crowns throughout the Planning Area provide informal recreational access near the Sacramento River and DWSC.

There are several goals and policies in the *GPU* Elements that are designed to enhance the visual environment, maintain scale and character of buildings, reduce visual clutter and improve aesthetics. Aesthetic-related policies are found throughout the following GPU Elements: Land Use, Urban Structure and Design, Economic Development, Mobility, Public Facilities and Services, Parks and Recreation, Natural and Cultural Resources, Healthy Community, and Safety. However, the *GP 2035 EIR* determined that development promoted by the *GPU* could result in substantial degradation of certain sites, including scenic vistas. This is because in some areas, landscape composition and vividness would be negatively affected by reducing open space, altering visual character, and converting agricultural and open space land to developed land uses, including higher density uses that are more concentrated and urbanized. Changes would be visible from the elevated levees and would alter scenic vistas that the levees provide. It was also determined that significant and unavoidable impacts may occur with respect to creating new sources of light or glare. Mitigation Measures (MM AES-3a, MM AES-3b, and MM AES-3c), outlined in the *GP 2035 EIR* were created to minimize impacts by outlining LED lighting specifications, exterior shielding requirements, interior low-intensity safety lighting standards, and a goal to implement the newest lighting technologies available at the time of construction. Despite the incorporation of mitigation measures, impacts regarding light and glare remain significant and unavoidable. The *GP 2035 EIR* determined there would be no impact related to damage to scenic resources along scenic highways as there are no scenic highways located in West Sacramento.

Impact Analysis

Implementation of the Central Park Projects would involve the addition of structures and lighting near the DWSC where none currently exist, which may create an adverse effect to certain viewer groups. However, the Central Park Projects will ultimately provide opportunities for pedestrian access and views of the DWSC that currently do not exist and will change an industrial view of railroad tracks into a natural and vegetated view along a trail. Additionally, an unused ruderal area will be transformed to one with landscaping, lawns and public art. Existing riparian vegetation along the DWSC will be maintained and predominantly untouched. Ultimately, the Central Park Projects will upgrade the visual character and provide a benefit to the visual quality of the area. Regardless, visual impacts were determined to be significant and unavoidable in the *GP 2035 EIR*. Aesthetic impacts resulting from the construction of the

Central Park Projects will presumably be of a lesser severity than what was determined in the GP 2035 EIR, therefore, impacts are consistent with determinations made in the *GP 2035 EIR*. No additional substantial adverse impacts are anticipated, and no additional mitigation measures are required. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Agricultural and Forestry Resources

Setting

The *Existing Conditions* discussion within *Agricultural and Forestry Resources* Section 3.2 of the *GP 2035 EIR* describes the Planning Area with respect to important Farmland, land under Williamson Act contracts, and land used for agricultural uses (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. Within the city of West Sacramento, both Prime Farmland and Farmland of Local Importance are found. Principal crops include wheat, alfalfa, miscellaneous vegetables, and fruits. There are no Williamson Act contracts on land within the city limits. The *General Plan EIR* determined that implementation of the updated goals and policies in the General Plan would have significant and unavoidable impacts to the conversion of important farmland to nonagricultural uses. Conflicts with existing zoning for agricultural use and other changes that could result in conversion of farmland to nonagricultural use were determined to be less than significant. Despite the presence of prime farmland and agriculture within West Sacramento, there is no farmland located within the Central Park Project Area.

Impact Analysis

Implementation of the Central Park Projects would have no impact to agricultural or forestry resources as there are no resources within the Project Area. The significant and unavoidable determinations made in the *GP 2035 EIR* are of a higher severity than what would result from implementation of the Central Park Projects. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Air Quality

Setting

The *Existing Conditions* discussion within *Air Quality* Section 3.3 of the *GP 2035 EIR* describes the Planning Area with respect to air quality standards, air quality plans, sensitive receptors, substantial pollutants and objectionable odors (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. West Sacramento is in the Sacramento Valley Air Basin (SVAB). Primary pollutants of concern in the Planning Area are ozone (including nitrogen oxide [NO_x] and reactive organic gases [ROG]), carbon monoxide [CO], and particulate matter (PM). The *GP 2035 EIR* identifies West Sacramento and Yolo County as non-attainment/severe for Ozone (8hr) and attainment/maintenance areas for CO. Currently PM is unclassified due to insufficient data.

The *GP 2035 EIR* determined that implementation of the updated goals and policies in the *GPU* could have a significant and unavoidable impact on violating air quality standards or contributing to air quality violations. This is due to lack of project-specific information, as construction and operation emissions

could not be accurately determined. Therefore, only one mitigation measure (MM AQ-2), concerning dust control and emissions control during construction, was adopted in the *GP 2035 EIR*. Several policies outlined in the GPU will reduce air quality impacts to less than significant including, but not limited to the following: *S-5.3 New Development* which uses the CEQA process to incorporate feasible mitigation measures to reduce air quality emissions and consult with Yolo-Solano Air Quality Management District (YSAQMD) early in the process; *S-5.5 Health Risk Assessment* requiring adequate separation between facilities producing toxic or hazardous air pollutants and sensitive receptors, and requiring a health risk assessment and appropriate mitigation if separation cannot be met; *S-5.7 PM 10 Emissions from Construction* requiring developers to reduce particulate emissions from construction consistent with YSAQMD guidance; *S-5.9 Mitigation Measures* - mitigating air pollution emissions through construction and design of new developments; *S-5.10 Truck Idling* - reducing truck idling times; *LU-6.4 Compatible Land Use* which ensures adequate separation between sensitive land uses and industrial land uses; and *LU-1.6 Compatible Infill* which encourages infill development. With the incorporation of these policies and others in the GP 2035 EIR Section 3.3, impacts were determined to be less than significant regarding conflicting with the implementation of applicable air quality plans; the potential to cumulatively increase any criteria pollutant currently in nonattainment; exposure of sensitive receptors to substantial pollutant concentrations; and creation of objectionable odors affecting a substantial number of people.

Impact Analysis

Implementation of the Central Park Projects would involve construction of new facilities which would result in an increase of temporary air pollutant emissions. The finished projects would draw visitors to the area which could mean increased vehicles and emissions in the Project Area. Operational emissions would be relatively minor as there are a minimal amount of buildings proposed and the marina would only support non-motorized vehicles. It is presumed these components of the park would not produce a significant amount of pollutants of concern. No additional substantial adverse impacts are anticipated. Regardless, with the incorporation of the many policies outlined above, construction and operational impacts of the Central Park Projects could be significant and unavoidable for air quality standard violations, and less than significant for conflicting with the implementation of applicable air quality plans; the potential to cumulatively increase any criteria pollutant currently in nonattainment; exposure of sensitive receptors to substantial pollutant concentrations; and creation of objectionable odors affecting a substantial number of people.

Impacts are consistent with determinations made in the *GP 2035 EIR*. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Biological Resources

Setting

The *Existing Conditions* discussion within *Biological Resources* Section 3.4 of the *GP 2035 EIR* describes the Planning Area with respect to special-status species, critical habitat, land cover types, and jurisdictional waters of the U.S. (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. Land cover types, within the City of West Sacramento are mapped as agriculture, annual grassland, fresh emergent wetland, lacustrine, oak woodland, orchard, riverine, urban, and valley foothill riparian. There are several special-status wildlife and plant species, as well as nine special-status fish species with potential to occur in West Sacramento. There is no designated

critical habitat for terrestrial species, but there is critical habitat for five fish species (chinook salmon - Sacramento River winter-run ESU, chinook salmon-Central Valley spring-run ESU, steelhead-Central Valley DPS, North American green sturgeon-southern DPS, and Delta Smelt).

The *GP 2035 EIR* determined that implementation of the updated goals and policies in the *GPU* would have less than significant impacts on special-status fish during in-water work with the implementation of Mitigation Measure BIO-6. Mitigation Measure BIO-6 included language to revise the Natural and Cultural Resources Policy NCR-2.13 *Fisheries* to ensure that in-water construction and maintenance does not adversely affect fishery resources. The *GP 2035 EIR* determined that impacts to land use changes to oak woodland and riparian woodland habitat would be less than significant with mitigation measure BIO-7. Mitigation Measure BIO-7 amended policy NCR-2.9 *No Net Loss* to include riparian and shaded riverine aquatic (SRA) cover. It was also determined that impacts to land use changes that could introduce or spread invasive plant species would be less than significant with mitigation measure BIO-12. Mitigation Measure BIO-12 amended Policy NCR-2.4 (*Habitat Surveys*) and NCR-2.14 (*Public Areas*) to include protection measures to avoid and minimize the spread of invasive plants in all habitat mitigation requirements. The *GP 2035 EIR* determined that impacts for the remaining policy updates would be less than significant with regards to *land-use* impacts on special-status plants, wildlife, fish, wetlands and other waters, and wildlife corridors.

The *GP 2035 EIR* determined there would be no conflicts with adopted Habitat Conservation Plans (HCP), Natural Community Conservation Plans (NCCP), or other approved local, regional, or state Habitat Conservation Plans, as there were none adopted at the time the *GP 2035 EIR* was finalized. The *GP 2035 EIR* did incorporate a discussion of the Draft Yolo County Natural Heritage Program NCCP/HCP. Subsequently, the Yolo County Natural Heritage Program officially adopted the Yolo HCP/NCCP in April 2018. The Yolo HCP/NCCP does provide coverage to support general urban development, specifically open space facilities, neighborhood parks, and trails as well as the West Sacramento Levee Improvement Program. With the incorporation of the many *GPU* Natural Resource policies, including coordination with the Yolo Heritage Program, construction of the Central Park Projects will not conflict with an adopted HCP or NCCP. (Yolo Habitat Conservancy 2018)

Impact Analysis

Implementation of the Central Park Projects would involve clearing terrestrial vegetation, grading, and in-water work to construct piers, a marina, and a fish ladder in the DWSC. In-water work could entail dewatering, pile driving, and cofferdam installation and removal which could have adverse impacts on fish and fish habitat. Placement of piers and canal terraces at the Barge Canal Parkway would likely require removal of riparian vegetation and/or SRA cover along the DWSC and could result in adverse impacts to fish and fish habitat. *GPU Policy NCR-2.13 Fisheries* ensures that development in the City of West Sacramento does not adversely affect fishery resources in the DWSC. Mitigation Measure BIO-6 was created in the *GP 2035 EIR* to amend NCR-2.13 to include in-water construction and maintenance activities and therefore lower impacts to special-status fish and habitat to less than significant with mitigation. *GPU Policy NCR-2.19 No Net Loss* ensures that new development will not result in the loss of regulated wetlands and other waters and requires replacement if loss is unavoidable. Mitigation Measure BIO-7 revised NCR-2.19 *No Net Loss* to include riparian habitat and associated SRA, thereby reducing potential impacts to less than significant. Grading and ground disturbance, especially in a previously disturbed area such as the railroad tracks paralleling the DWSC, has potential to introduce and/or spread invasive plant species. Mitigation Measure BIO-12 amended policies to include protection measures to avoid and minimize the introduction and spread of invasive plants in all habitat mitigation requirements,

thereby reducing potential impacts to less than significant. Ground disturbance and vegetation removal for landscaping and building purposes could also adversely impact special-status terrestrial species, including the Western burrowing owl and sensitive natural communities and special-status plants. However, the *GPU Policy NCR-2.7 Rare, Threatened, & Endangered Species Protection* and *NCR-2.4 Habitat Surveys* requires full mitigation of adverse effects and site-specific surveys and identification of appropriate mitigation and avoidance measures for development proposals that could impact biological resources. Adherence to policies described above and in Section 3.4 of the *GP 2035 EIR*, particularly required coordination with local, state, and federal agencies, will minimize potential impacts to less than significant. Development of the Central Park Projects will not conflict with the Yolo HCP/NCCP, as open space development within urban land uses is a covered activity. Policy *NCR 2.2- Yolo Habitat Conservancy Program* ensures the City will continue to cooperate with the Yolo Habitat Conservancy Program, the agency overseeing the Yolo HCP/NCCP. Adherence to the *GPU* policies will reduce impacts to covered special-status species to less than significant.

In addition, the Stone Lock Plaza design includes the creation of a fish ladder around the eastern most lock which would be a benefit to fish species allowing for improved fish passage into the Sacramento River. Replacing the east-side rail line with trees and other natural landscaping will be a benefit to bird species by providing valuable habitat adjacent to a riparian area.

No additional substantial adverse impacts are anticipated and impacts are consistent with determinations made in the *GP 2035 EIR*. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Cultural Resources (Tribal, Archeological, Architectural)

Setting

The *Existing Conditions* discussion within *Cultural Resources* Section 3.5 of the *GP 2035 EIR* describes the Planning Area with respect to historical and archaeological resources (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. Based on a search of records of the California Historic Resource Information System, there are 71 historic era and 10 prehistoric resources recorded within West Sacramento. It is unknown how many, if any, resources are recorded within the Project Area.

Prior to any development on lands subject to federal jurisdiction, cultural resource surveys and environmental analysis must be prepared. Policy Goal NCR-9 of the *GPU* aims to preserve and enhance **the City's** important historical, archaeological, and paleontological resources to increase awareness of **the City's heritage**. Policies outlined under NCR-9 include ensuring the preservation of significant historical, archaeological, tribal cultural, and paleontological resources; requiring consultation with appropriate organizations; preserving and rehabilitating historical and architecturally-significant structures; promoting adaptive reuse of historical resources; updating historical resources surveys; and identifying sensitive resources early on in development projects to minimize impacts. With the combination of the *GPU's Goal NCR-9*, as well as adhering to federal laws, the possibility of significant adverse impacts to cultural resources would be reduced. However, because the *GPU* does allow for future development projects that are unknown, development could result in significant impacts to cultural resources despite avoidance and minimization measures. It was determined that implementation of the *GPU* could result in significant and unavoidable impacts to historical resources due to demolition

or relocation of a structure. The *GP 2035 EIR* determined that significant and unavoidable impacts could occur to prehistoric and historic archaeological resources as well, therefore Mitigation Measure CUL-2 was developed to require appropriate and specific treatments for inadvertent discovery of archeological resources, including halting work within 100 feet, scientific analysis, and evaluations by an archaeologist. Despite the incorporation of Mitigation Measure CUL-2 and *GPU Policy NCR-9.2 Consultation* requiring the City to consult with appropriate organizations and individuals to minimize impacts to archeological and tribal cultural resources, it was determined that impacts could be significant and unavoidable. This could be due to transportation improvements that may restrict access to previously accessible locations important to Native Americans or general earth-disturbing work that could damage resources. Consistent with the above, the *GP 2035 EIR* also determined that impacts relating to the disturbance of human remains could be significant and unavoidable. Mitigation Measure CUL-3 was developed to minimize impacts and would implement appropriate treatment for discovery of human remains, including ceasing work within 100 feet and evaluation by the county coroner.

Impact Analysis

Implementation of the Central Park Projects would involve grading and excavating, which could impact archeological and tribal cultural resources. Development along the locks and retrofitting existing structures could impact architectural and historical resources. Consultation with responsible agencies and tribes will occur prior to final project development and implementation. As discussed above, although adherence to state and federal laws as well as the policies outlined in the GPU will reduce the potential for significant impacts, they still could occur. Regardless, impacts resulting from construction of the Central Park Projects are consistent with the determinations in the *GP 2035 EIR*. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Geology, Soils and Paleontology

Setting

The *Existing Conditions* discussion within *Geology, Soils, and Paleontological Resources 3.6* of the *GP 2035 EIR* describes the Planning Area with respect to seismic risks, soil erosion, and paleontological resources (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. The Planning Area is underlain by two alluvial units of the Holocene age, which are subsequently underlain by the Modesto and Riverbank Formations of the Pleistocene age. The area has low seismic activity, but seismic hazards are present. There are twenty-four soil series mapped in the Planning Area, most of which are disturbed due to cultivation and construction. The Holocene deposits are too young and too disturbed to likely hold paleontological resources. However, the Modesto and Riverbank Formations underneath are considered highly sensitive for paleontological resources.

The *GP 2035 EIR* identified that development involving excavation and earth-moving activities could have a significant impact on paleontological resources. The GPU had no existing policies regarding paleontological resources so Mitigation Measure GEO-7 was developed to adopt a new Goal *NCR-10* and *Policy NCR-10.1*. *Policy NCR-10.1* requires that a project with excavation deeper than 5 feet be reviewed by a qualified paleontologist and for conditions to be met via permit to monitor and salvage resources as necessary. With the incorporation of *Policy NCR-10.1*, impacts to paleontological resources would be reduced to less than significant. Impacts related to fault ruptures, seismic ground shaking, landslides,

erosion, expansive soils, and soils unsuitable for septic tank uses were determined to be less than significant.

Impact Analysis

Implementation of the Central Park Projects would involve grading and excavating. The Projects could result in adverse impacts to paleontological resources if ground-disturbing activities went down 5 feet or more. However, with incorporation of Mitigation Measure GEO-7, implementation of the Central Park Projects would have a less than significant impact on paleontological resources. No additional substantial adverse impacts are anticipated, consequently impacts resulting from the Central Park Projects are consistent with the determinations in the *GP 2035 EIR*. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Greenhouse Gas Emissions

Setting

The *Existing Conditions* discussion within *Air Quality* Section 3.3 of the *GP 2035 EIR* describes the Planning Area with respect to greenhouse gas (GHG) emissions and climate change (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. A committee of air districts in the Sacramento region have developed thresholds for evaluating GHG emissions from new stationary sources and development projects, with a goal of capturing 90% of GHG emissions from new projects. In 2011 the City drafted a Climate Action Plan (CAP) that included policies and strategies to reduce community and municipal GHG emissions that are consistent with State CEQA Guidelines. The principal human-made GHGs include carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), and fluorinated compounds, including sulfur hexafluoride (SF₆), hydrofluorocarbons (HFCs) and perfluorinated carbons (PFCs). In 2011, the City quantified emissions of CO₂, detailing that the City generated approximately 447,387 metric tons of CO₂ emissions. The transportation sector and building energy consumption represented 84% of the total emissions.

Although no specific development projects were identified in the *GPU* it does support future build-out **and development throughout the City's limits which would result in greenhouse gas emissions during construction and operations.** Several policies as outlined in Section 3.7 of the *GP 2035 EIR* were developed to reduce GHG emissions during construction, however it is not feasible to ensure that all construction emissions remain below applicable thresholds. Therefore, the *GP 2035 EIR* determined that impacts related to generation of GHG emissions that would result in significant impacts on the environment could be significant and unavoidable. Implementation of the *GPU* would be consistent with local plans and policies, including Assembly Bill 32 and the Metropolitan Transportation Plan and Sustainable Communities Strategy as outlined in Section 3.6 of the *GP 2035 EIR*. However, aggressive goals established under the 2005 and 2015 Executive Orders EO S-3-05 and EO B-30-15 to reduce statewide GHG emissions to 40% below 1990 levels by 2030 and 80% below 1990 levels by 2050 require statewide policy changes as well as significant technical and economic solutions. Because it is unknown whether such policy changes and solutions will occur, the *GP 2035 EIR* conservatively determined that implementation of the *GPU* would be inconsistent with the goals of the executive orders and could be significant and unavoidable. (West Sacramento 2016a)

Impact Analysis

Implementation of the Central Park Projects would result in greenhouse gas emissions during construction and increased traffic traveling to and from the parks. Operation of proposed facilities, such as the Stone Lock Plaza community building would result in an increase in emissions as well. However, the addition of trees, which naturally absorb and remove CO₂ from the atmosphere, as part of the Barge Canal Parkway Arboretum/Nature Walk, as well as limited development of GHG-emitting structures, would help reduce GHG emissions and associated impacts. Several GPU policies including *S-5.3 New Development* and *S-5.9 Mitigation Measures* (described in the Air Quality Section) will help to reduce Greenhouse Gas emission impacts. Regardless, Impacts were considered *significant and unavoidable* in the *GP 2035 EIR*. No additional substantial adverse impacts are anticipated from the Central Park Projects, consequently impacts are consistent with the determinations in the *GP 2035 EIR*. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Hazards and Hazardous Materials

Setting

The *Existing Conditions* discussion within *Hazards and Hazardous Materials* Section 3.8 of the *GP 2035 EIR* describes the Planning Area with respect to hazardous materials sites, fire-related hazards, school-related hazards, and airports (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. West Sacramento has 50 facilities that transport, store, or use toxic or hazardous chemicals. Thirty-eight of these facilities are within the boundaries of the three fire station response areas surrounding the Central Park Project Area (District 41 includes land north and northeast of the DWSC, District 43 includes land northwest of the DWSC and District 45 encompasses the area directly south of the DWSC). The closest facilities appear to be a Waste Water Treatment plant on South River Road, the Nor-Cal Beverage Co. on Stone Blvd, and underground pipelines located in Fire District 45. There are 32 open cleanup sites and 50 permitted underground storage tanks (USTs). There are several airports in the vicinity of West Sacramento ranging from the Sacramento Executive Airport 1.6 miles west of the City to the Travis Air Force Base 30 miles southwest of the City. According to the *GP 2035 EIR*, there are over 7,000 students spread over seven elementary schools (K-8) and two high schools.

The *GPU* requires all actions to comply with existing regulations enforced by the local Certified Unified Program Agency (CUPA), California Division of Occupational Safety and Health (Cal/OSHA), and the Department of Toxic Substances Control (DTSC). It also includes *Policy S-1.2 Hazardous Materials*, which maintains the Yolo Operational Area Standard Multi-Hazard Mitigation Plan, that identifies local hazard mitigation strategies. Hazardous materials incidents will be responded to by the West Sacramento Fire Department and the Yolo County Multi-Agency HazMat Response Team. As a result, implementation of the *GPU* will have a less than significant impact with respect to creating hazards to the public and environment through transport, use, or disposal of hazardous materials, or from foreseeable upset and accidents. *Policy S-6.4 Separation between Areas* of the *GPU* requires adequate separation between areas where hazardous materials are present and sensitive land uses, such as schools. Therefore, the *GP 2035 EIR* determined that the likelihood of a hazardous emissions release or handling of hazardous materials within one-quarter mile of an existing school will be less than significant. Safety hazards related to the City being located within airport land use plans, and vicinities of private airstrips were determined to be less than significant and no impact, respectively. These determinations were made based on the goals and strategies outlined in the Yolo Operation Area Standard Multi-Hazard Mitigation

Plan as well as the county having a history of no recent aircraft crashes. West Sacramento requires that construction projects post signage and an access plan to ensure continued emergency services throughout the project, therefore the *GP 2035 EIR* determined that impacts to implementation of an adopted emergency response plan would be less than significant. Lastly, impacts regarding exposing people or structures to wildland fires were found to be less than significant. This is due to most of the city being urbanized and not subject to wildland fires as well as *Goal PFS-9* of the *GPU* which ensures an adequate level of fire protection service is maintained for the whole city to prevent loss from wildland and structural fires.

Impact Analysis

Components of the Central Parks Projects are focused on parks and open space facilities including restrooms, playgrounds, concession structures, and a non-motorized watercraft marina. No businesses or industrial facilities that transport, store or use hazardous waste or materials are proposed for the Project Area. It is unknown if there are USTs or other hazardous materials located in the Project Area. The *GPU's Policies S-6.5 Review of Development Applications* and *S-6.8 Remediation of Known Sites* requires environmental review and remediation of hazardous material contamination which would reduce impacts to people and the environment from contamination to less than significant. Construction equipment has the potential to release oils, greases, solvents and other finishing materials through accidental spills which could result in adverse impacts to people or the environment. However, required compliance with CUPA, Cal/OSHA, DTSC, and the fire department will minimize and reduce the potential for impacts from spills to less than significant. Relocation of the east-side rail line has potential to create hazardous waste disposal impacts depending on the type of materials removed (e.g. chemically treated rail ties). *GPU Policy S-6.1 Hazardous Materials* requires the City to regulate the use, storage, manufacture, transport, and disposal of hazardous materials and waste in accordance with Federal, State, and local regulations. *Policy S-6.1 Hazardous Materials* would reduce impacts from disposal of hazardous waste materials to less than significant, consistent with *GP 2035 EIR* determinations.

The Central Park Projects are located approximately three miles from the nearest airports and are outside the safety zones of any airport. Consistent with the *GP 2035 EIR*, impacts related to safety hazards resulting from proximity to airports would be less than significant. The Barge Canal Parkway is located between two major roads, Lake Washington Blvd/Industrial Blvd and Jefferson Blvd. The Stone Lock Plaza is located between Jefferson Blvd and South River Road. Construction impeding major travel ways has the potential to adversely impact emergency response teams throughout the Project Area. With the exception of adding a crosswalk on Jefferson Blvd, the Central Park Projects do not include work on surrounding roads. Additionally, the City requires alternative access plans and signage, therefore impacts regarding emergency response planning would be less than significant.

There are existing trees located on the northern and southern banks of the DWSC, and trees at the eastern end of the Stone Lock Plaza Project Area are mapped as moderately hazardous for wildland fires. However, implementation of the Central Park Projects will have a less than significant impact on exposing people to risks from wildland fire. This determination is based on *GPU policies PFS-9.1 Adequate Facilities* which requires the city to provide new and expanded facilities based on development needs; and *PFS-9.2 Fire Response Standards*, which requires the City to achieve a fire insurance rating of 3 or better and a fire department response time of 5 minutes or less for 90% of its emergency calls.

No substantial adverse impacts are anticipated, consequently hazardous material impacts from the Central Park Projects would be consistent with the less than significant impact determinations in the *GP 2035 EIR*. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of

the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Hydrology and Water Quality

Setting

The *Existing Conditions* discussion within *Hydrology and Water Quality* Section 3.9 of the *GP 2035 EIR* describes the Planning Area with respect to groundwater, flooding, sea level rise and water quality (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. There are 50 miles of levees surrounding West Sacramento that protect it from flooding. The West Sacramento Area Flood Control Agency's (WSAFCA) primary goal is to meet the state-mandated minimum 200-year level of flood protection for the city. Several projects are in place and being evaluated to improve the levee systems. The Sacramento River is the largest river in California and includes a watershed of 26,000 square miles. FEMA maps show that the entire Planning Area, with the exception of the waterways, is zoned X, which means that the whole of West Sacramento is protected from 100-year floods by levees, dikes, or other structures subject to possible failure of overtopping during longer floods. Updated FEMA maps are in the works and are expected to show that all or parts of West Sacramento may neither meet 100-year flood standards nor 200-year flood protected standards required by the Central Valley Flood Protection Plan (CVFPP).

Although groundwater basins exist underneath West Sacramento, the city predominantly uses surface water from the Sacramento River. Water quality samples taken from the Sacramento river indicate that the water has very low concentrations of total dissolved solids and has dissolved concentrations of heavy metals below laboratory analytical detection limits. According to the 2017 Consumer Confidence Report, drinking water quality test results show no violations. (West Sacramento 2017)

There are several goals in the *GPU* pertaining to hydrology and water quality issues. *NCR-4.7 Construction Site Impacts* requires that construction activities adhere to federal, state, and local regulations, such as clean water act permits, therefore reducing potential impacts to water quality standards and requirements to less than significant. Due to the several policies defined to protect water quality, the *GP 2035 EIR* determined that implementation would have a less than significant impact with regards to depleting groundwater supplies; altering the drainage patterns on a site resulting in erosion or runoff; and/or generally degrading water quality. Regarding flood hazards, the *GP 2035 EIR* determined that impacts of placing housing within a 100-year flood hazard area are significant and unavoidable. All other flood hazards including impeding or redirecting flood flows, losses to people and structures due to levee failures, and contributing to inundation by tsunamis or mudflows were determined to be less than significant.

Impact Analysis

Impacts related to water quality concerns would predominantly result from temporary construction activities. The Central Park Projects include areas directly abutting the DWSC and adjacent to the Sacramento River. Ground-disturbing activities, such as grading and excavation along the levees and upper banks have potential to increase erosion, runoff, and sedimentation, especially during rainfall events. The Barge Canal Parkway proposes the addition of piers along the north and south banks of the DWSC and a non-motorized marina west of Jefferson Blvd. The Stone Lock Plaza proposes the construction of a fish ladder directly south of the eastern lock. Implementation of these components will result in temporary dredging and dewatering for placement of footings, retaining walls and structures

to support the fish ladder. Operational impacts related to development typically includes an increase in impervious surfaces resulting in increased runoff and erosion and decreased water quality. However, the Barge Canal Parkway is likely to create a net benefit as the project will remove ruderal unvegetated groundcover adjacent to the railroad tracks and convert it into a greenscaped nature walk that will allow for increased infiltration. The Stone Lock Plaza will convert current ruderal grassland into a hardscape, which would typically increase impervious surface areas and increase runoff. However, permeable materials are proposed for the hardscape and thus would not adversely impact permeability and groundwater recharge. As described above, policies outlined in the *GPU* require all construction activities to adhere to strict local, state, and federal regulations, specifically those outlined in the Clean Water Act which requires permits and mitigation when impacting waters of the U.S., such as when placing piers within the DWSC, as well as requiring stormwater pollution plans. With incorporation of the policies in the *GPU* particularly coordination with federal and state agencies, impacts to hydrology and water quality will be less than significant.

The Central Park Projects include three spray parks and irrigation to support landscaping which will result in an increase of water use, compared to existing conditions. However, water will be sourced from municipal water and not from groundwater reserves and thus will not have an adverse impact on groundwater supplies. Additionally, existing riparian vegetation bordering the DWSC will remain intact, which is consistent to *GPU Policy NCR-5.3 Groundwater Recharge* requiring new development to preserve areas with stormwater management benefits such as undeveloped open spaces and riparian corridors. Implementation of the Central Park Projects will not substantially alter existing drainage patterns, alter the course of the DWSC, or provide an increase in polluted runoff, therefore impacts will be less than significant, consistent with determinations in the *GP 2035 EIR*. The Central Park Projects do not include housing, will not redirect flood flows, and will not expose people to significant risks involving flooding that they are not already exposed to, therefore impacts would be less than significant, which is consistent with, or of lesser degree of severity, than what was determined in the *GP 2035 EIR* for these specific issues.

No additional substantial adverse impacts to hydrology and water quality are anticipated from the Central Park Projects, consequently impacts would be consistent with determinations in the *GP 2035 EIR*. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Land Use

Setting

The *Existing Conditions* discussion within *Land Use and Planning* Section 3.10 of the *GP 2035 EIR* describes the Planning Area with respect to zoning ordinances, sustainable community strategies, transportation plans, and habitat conservation programs (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. Land uses in West Sacramento ranges from small single-family residences to industrial complexes and the Port of West Sacramento. Land uses in the vicinity of the Central Park Projects include residential neighborhoods and open space south of the DWSC and residential housing surrounded by commercial and industrial uses, including railroad and water treatment facilities, north of the DWSC. The *GP 2035 EIR* determined that impacts to land uses will be less than significant with regards to dividing communities; conflicting with other land use plans that mitigate environmental effects; or conflicting with habitat conservation plans. Several policies from the

Urban Design and Mobility Elements support removing divides in the city, including *UD-3.5 Connectivity* which ensures that waterfront development strengthens connectivity through improved open space, and pedestrian and bicycle circulation and *M-1.1 Connectivity* which strives to develop a comprehensive, connected and safe multimodal transportation system. The *GPU* does not conflict or reduce the effectiveness of other local plans including the GHG reducing goals outlined in the Sustainable Communities Strategy or the regional Climate Action Plan. Additionally, several policies from other Elements throughout the *GPU* are designed to protect environmental impacts.

IMPACT ANALYSIS

Once completed, the Central Park Projects will provide a multi-use trail along the north and south banks of the DWSC. Two pedestrian and bike bridges will be built spanning the DWSC providing a seamless connection between the north and south banks, one east of Lake Washington Blvd and one east of Jefferson Blvd between the existing locks. A crosswalk will be installed across Jefferson Boulevard to safely connect the Barge Canal Parkway with the Stone Lock Plaza, connecting the two parks. Implementation of the Central Park Projects will have a beneficial effect on connecting communities, therefore, with regards to creating a physical division of an established community, completion of the Projects will have a less than significant impact or likely no impact.

Implementation of the Central Park Projects will be consistent with current zoning ordinances. The Barge Canal Parkway Project Area is currently zoned as Public/Quasi-Public, Recreation and Parks, Open Space, and Neighborhood Mixed-use. The Stone Lock Plaza Project Area is zoned as Riverfront Mixed-Use north of the DWSC, and Recreation and Parks and Neighborhood Mixed-Use south of the DWSC. The land use definitions are as follows:

- Public/Quasi-Public: This designation provides for government-owned facilities, public and private schools, and quasi-public uses such as hospitals and churches.
- Recreation and Parks: This designation provides for existing and major planned public parks.
- Open Space: This designation provides for natural open space areas where public ownership, easements, or other entitlements provide a public purpose.
- Neighborhood Mixed-Use: This designation provides for lower intensity mixed-use development that contains a mix of residential townhomes, condominiums, and apartments that support pedestrian-oriented shopping, office, and open space. This designation is intended to accommodate uses that provide essential daily services and retail needs as well as recreational walking amenities, within walking distance of the surrounding neighborhood.

Several land use plans cover the Project Area and are listed below. GPU goals and policies directly or indirectly addressing the plans are briefly discussed.

- Metropolitan Transportation Plan/Sustainable Communities Strategy - GHG emission principles outlined in the MTP/SCS are incorporated into the text of the *GPU Public Facilities and Services, and Mobility Elements*.
- City of West Sacramento Zoning Ordinance & Subdivision Ordinance - The *GPU Land Use Element's* goals are consistent and incorporates zoning ordinances within the GPU policies.
- Yolo County Oak Woodland Conservation and Enhancement Plan - *GPU Policy NCR-2.4 Habitat Surveys* requiring development projects to survey, avoid, and mitigate sensitive biological resources, including oak woodlands; and *NCR-3.3 Tree Mitigation Ordinance* which regulates the removal of trees and preserves existing trees where possible, will allow the *GPU* to adhere to the voluntary plan.

- Yolo Habitat Conservation Plan/Natural Community Conservation Plan - *GPU Policy NCR-2.2 Yolo Habitat Conservancy Program* ensures the City will work cooperatively with the Yolo Heritage Program, the agency overseeing the HCP/NCCP, to preserve and enhance habitat values. Development of the Central Park Projects will be consistent with the covered activities outlined in the *Yolo HCP*.
- West Sacramento Tree Mitigation Ordinance - *GPU Policy NCR 3.3 Tree Mitigation Ordinance* ensures the City will maintain and implement the Tree Mitigation Ordinance.

Completion of the Central Park Projects will not conflict with existing land use plans or habitat conservation plans intended to protect the environment, as determined in the *GP 2035 EIR*. Several *GPU* policies discussed in prior sections, specifically Biological and Cultural Resources, are designed to protect resources in the Planning Area. No substantial adverse impacts are anticipated from implementing the Central Park Projects, consequently, impacts regarding land use issues will be less than significant.

Impacts from the Central Park Projects would be consistent with the determinations in the *GP 2035 EIR*. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Mineral Resources

Setting

The *Existing Conditions* discussion within *Mineral Resources* Section 3.11 of the *GP 2035 EIR* describes the Planning Area with respect to natural gas and mining resources (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. There are no areas within West Sacramento that are designated as having a likelihood of significant mineral deposits (Mineral Resource Zone [MRZ] 2). Most of the Planning Area is designated as MRZ-1 (no significant mineral deposits) and there are no mines regulated under the Surface Mining and Reclamation Act (SMARA). Natural gas extraction historically occurred in the vicinity of the Planning Area, but all of the fields have been abandoned. Four natural gas fields border or extend slightly into the Planning Area, and two of those fields are considered active although there are no active wells on site. It is unknown if the natural gas fields are near the Central Park Project Area. Because there are no mines in West Sacramento, the *GP 2035 EIR* determined that there would be no impacts related to loss of availability of a valuable mineral resource or of a mineral resource recovery site.

IMPACT ANALYSIS

Implementation of the Central Park Projects would not impact mineral resources as there are no mineral resources mapped within West Sacramento. Impacts from the Central Park Projects would be consistent with determinations in the *GP 2035 EIR*. Therefore, mineral resource impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Noise

Setting

The *Existing Conditions* discussion within *Noise* Section 3.12 of the *GP 2035 EIR* describes the Planning Area with respect to noise, vibration, and sensitive user groups (West Sacramento 2016a). That

discussion is hereby incorporated by reference and summarized as follows. Noise measurements were taken throughout the Planning Area in 2007 and 2015. According to the *GP 2035 EIR* the primary noise source is vehicle traffic, and ambient noise levels are influenced by the major roads in the Planning Area (I-80, Jefferson Blvd, Industrial Blvd, etc.). Other noise sources include rail and industrial facilities incorporating truck terminals. There are many noise-sensitive land uses within the Planning Area, including residences, churches, schools, and retirement homes. Noise measured northwest of the Central Parks Projects (Park Blvd north of Stone Blvd) included vehicular traffic and distant truck backup horns and measured at 60.5 L_{eq} (equivalent sound level). Increasing noise levels above 60 L_{dn} (day night sound level) was identified as a threshold in the *GPU* that would result in a significant impact. In areas where existing noise levels already exceed 60 L_{dn} , project impacts were determined to be significant if noise levels would increase by 3 dB (decibels) or more with traffic increases related to implementation of the *GPU*.

Implementation of the *GPU* will result in increased development producing more construction and traffic-related noise. There are several policies in the Safety and Land Use Elements that outline exterior and interior noise standards, require acoustical studies, and minimize truck and train noise to help reduce noise related impacts. However, minimization of all noise impacts cannot be guaranteed. Therefore, it was determined that impacts exposing people to noise levels above established standards, ground-borne vibration, and increasing temporary and permanent ambient noise levels will be significant and unavoidable. *Mitigation Measure NOI-2 Add Vibration Standards Policy to the GPU* was developed to mitigate vibration impacts where levels exceed the standard. Additionally, implementation of the *GPU* will result in no impacts relating to air traffic excessive noise as the Planning Area is not within the 60 CNEL (community noise equivalent level) contour for the Sacramento International Airport nor within the 65 CNEL contour for the Sacramento Executive Airport which are both considered below excessive noise levels.

Impact Analysis

Implementation of the Central Park Projects will result in temporary construction noise, including ground vibrations for earth movement and pile driving if used for pier placement. In general, typical uses in the park will not be expected to increase ambient noise levels, with the exception of the stage, festival lawn, event lawn, and the pavilion. These components have the potential to host events, such as concerts, that would temporarily increase noise over ambient levels. *GPU Policy S-7.10 Acoustical Study* requires the preparation of an acoustical study for projects impacting sensitive land uses, with **recommendations for mitigation to achieve compliance with the City's performance standards for noise.** *Policy S-7.10* would help minimize noise-related impacts. No additional substantial adverse impacts are anticipated. Regardless, construction and operational noise impacts may be significant and unavoidable, which is consistent with determinations in the *GP 2035 EIR*. Therefore, noise impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Population and Housing

Setting

The *Existing Conditions* discussion within *Population and Housing* Section 3.13 of the *GP 2035 EIR* describes the Planning Area with respect to projected housing needs and disadvantaged unincorporated communities (West Sacramento 2016a). That discussion is hereby incorporated by reference and

summarized as follows. **It is projected that West Sacramento's population will increase by 30,000 residents (59%) to 81,480 from 2015 to 2035.** The *GPU* would result in increased development densities for some, add new residential land use designations, and revise residential densities in commercial and mixed-use designations, all of which may indirectly induce growth in the Planning Area. Therefore, implementation of the *GPU* would create significant and unavoidable impacts by inducing substantial population growth. Implementation of the *GPU* would not displace existing housing units or people; therefore, impacts were determined to be less than significant.

Impact Analysis

Implementation of the Central Park Projects would not affect existing housing, displace people, or add housing to the city. However, it may indirectly induce population growth by improving the parks and open space areas, thus making the city a more desirable place to live and work. Development of the Central Parks, independent of other projects, is unlikely to induce a *substantial* population growth and will presumably result in impacts of a lesser severity compared with impacts analyzed in the *GP 2035 EIR*. Regardless, growth inducing impacts were considered significant and unavoidable. Impacts from the Central Park Projects are consistent with, or to a lesser severity of impact than, the determinations in the *GP 2035 EIR*. Therefore, population and housing impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Public Services

The *Existing Conditions* discussion within *Public Service* Section 3.14 of the *GP 2035 EIR* describes the Planning Area with respect to fire, police, school, park, and library facilities (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. West Sacramento has five fire stations and 57 full-time personnel (reported in 2015 from the *GP 2035 EIR*). The police department includes 70-plus officers and sergeants. There are 15 schools, including charter schools, continuing education and adult education centers that enroll over 7,400 students. There are 152.6 acres of city parks, plazas, and playfields. The 2003 West Sacramento Parks Master Plan set a standard of 5 acres of parks per 1,000 residents, 2 acres in neighborhood parks and 3 acres in community parks. As of 2015 the city was deficient almost 104 acres of parks with relation to the population. It is reasonably foreseeable that implementation of the *GPU* will induce growth which will eventually require more fire, police, schools, parks, and library facilities.

There are many goals outlined in the *Public Facilities and Services Element* of the *GPU* including *PFS-1* which ensures provisions for adequate government facilities that maintain service levels. To lessen the physical environmental impacts from future construction of government facilities, the *GP 2035 EIR* determined that impacts would be less than significant, with incorporation of mitigation measures from the Cultural and Water Quality sections: *MM CUL-2 Appropriate treatment for inadvertent discovery of archaeological resources*; *MM CUL-3 Implement appropriate treatment for discovery of human remains*; and *MM WQ-3 Implement a Hydromodification Management Plan in accordance with the City's Stormwater Permit*. With the incorporation of the above mitigation measures, the *GP 2035 EIR* determined that impacts resulting in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities would be less than significant.

Impact Analysis

Implementation of the Central Park Projects would provide a beneficial impact to public services by **providing more parks and open space and helping to reduce the City's designated park deficit**. The Barge Canal Parkway site is estimated to be an additional 35 acres and Stone Lock Plaza will provide an additional 20 acres (including the DWSC) of designated park space, reducing the 2015 park acreage deficit by 35 percent. With regards to adverse impacts created from new or physically altered governmental facilities, completion of the Central Park Projects is not anticipated to require the construction of new fire stations, police stations, schools, or other government facilities, with the exception of the park itself. Physical impacts related to construction of the Central Park Projects are discussed throughout this document and range from significant and unavoidable to no impact. This impact is consistent with determinations from the *GP 2035 EIR*. Therefore, public services impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Recreation

Setting

The *Existing Conditions* discussion within *Recreation* Section 3.15 of the *GP 2035 EIR* describes the Planning Area with respect to recreation facilities, defined as neighborhood parks, mini parks, community parks, central parks, or regional parks (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. According to the *2003 Parks Master Plan* (West Sacramento 2003), community parks are usually larger parks (over 20 acres) that contain a wide range of facilities and serves several neighborhoods. A central park is a large urban park with a wide range of facilities that serves the entire city. It is typically a larger community park that is centrally located, has unique features, and /or has historic characteristics. West Sacramento has no current regional or central parks. In 2015 there were 77.1 acres of community parks and 75.6 acres of neighborhood and mini parks. Based on the ratio of 2 acres of neighborhood parks and 3 acre of community parks, the City is in need of 26.9 acres of neighborhood parks and 76.7 acres of community parks.

There are several goals and policies in the *Parks and Recreation Element* of the *GPU* that promote the development of parks throughout the city. Policy *PR-1.2 New Development* requires residential **developers to meet the City's park acreage standards** and *PR-1.4 Funding* states that the city will pursue all available funding for acquisition of parkland and developing park facilities. With incorporation of the policies outlined in the *GPU* impacts related to increased usage and deterioration of existing facilities would be less than significant. Construction of additional parks, as discussed throughout this document, would create adverse impacts on the environment. With the incorporation of the following mitigation measures, impacts were determined to be less than significant with mitigation: *Mitigation Measures BIO-6: Amend NCR-2.13 (Fisheries) to include in-water construction and maintenance activities; MM CUL-2: Require appropriate treatment for inadvertent discovery of archaeological resources; MM CUL-3: Implement appropriate treatment for discovery of human remains; and MM WQ-3: Implement a Hydromodification Management Plan (HMP) in accordance with the City's Stormwater Permit.*

Impact Analysis

As in the Public Services discussion, implementation of the Central Park Projects would have a beneficial **impact with regards to recreational resources by providing more parks and helping to reduce the City's designated park deficit**. The Barge Canal Parkway site is estimated to be 35 acres and Stone Lock Plaza

will provide 20 acres (including the DWSC) of designated park space, reducing the 2015 park acreage deficit by 35 percent. In addition, completion of the Central Park Projects will provide for the first and only central park in West Sacramento as well as providing many amenities for the city. Development along the northeastern boundary of the Barge Canal Parkway will convert play structures and open lawn in the existing Sam Combs neighborhood park into a parking lot, multi-use path, pavilion, and festival lawn. This would temporarily adversely impact the Sam Combs Park and potentially increase the usage of Memorial Park which is approximately 2-3 blocks north. However, because the impact is temporary, and Sam Combs Park will be renovated and absorbed into the larger Barge Canal Parkway, there will be a less than significant impact regarding the deterioration of existing neighborhood parks.

Construction of the Central Park Projects will create temporary and permanent adverse impacts, as discussed in many sections of this document. Biological resources and water quality resources are the most sensitive environmental issues due to the location of the Project Area adjacent to the DWSC and Sacramento River which provide sensitive habitats and have potential to be easily polluted from runoff and erosion during construction. Incorporation of *Mitigation Measures CUL-2, MM CUL-3, and MM WO-3* outlined above and throughout the *GP 2035 EIR*, will bring adverse impacts to the environment to be less than significant with mitigation. No additional substantial adverse impacts are anticipated, consequently, impacts from the Central Park Projects will be consistent with the determinations in the *GP 2035 EIR*. Therefore, recreation impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*.

Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Transportation and Traffic

Setting

The *Existing Conditions* discussion within *Transportation and Traffic* Section 3.16 of the *GP 2035 EIR* describes the Planning Area with respect to traffic level of service, pedestrian and bicycles accessibility, and transit operations (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. Major arterial roads adjacent to the Central Park Projects include Lake Washington Blvd, Jefferson Blvd and Village Parkway. Surrounding collector roads include Stone Blvd and South River Road. Jefferson Blvd operates at unacceptable levels of D, E, & F (as defined in Section 3.16 of the *GP 2035 EIR*) at different intersections north and south of the DWSC. Class II bike lanes are present on Jefferson and Industrial Blvd, while the path along the southern bank of the DWSC is a Class I bike path. Public transit includes the YOLOBUS, Sacramento Regional Transit bus and light rail, Amtrak, and the Sacramento International Airport. Implementation of the *GPU* will induce growth resulting in more traffic. The *GP 2035 EIR* determined that implementation of the *GPU* may have significant and unavoidable impacts to levels of service at intersections, and an increase in daily traffic volumes on arterials and residential streets to undesirable and unacceptable levels. Intersections on Jefferson Blvd would deteriorate from Levels of service C and D to 2035 projected levels of service of D, E and F. The level of mitigation required to minimize impacts (e.g. additional lanes) is not feasible due to surrounding physical constraints. Under 2035 conditions, Stone Blvd, bordering the Barge Canal Parkway to the north, from Industrial Blvd to Jefferson Parkway will exceed maximum daily volume thresholds. Several policies in the Mobility Element of the *GPU* will reduce impacts, including *M-3.9 Local Neighborhood Streets* and *M-3.10 Traffic Calming* which requires local residential streets to be designed to discourage through-traffic, and installation of traffic calming features on streets with high pedestrian traffic.

Implementation of the *GPU* will have less than significant impacts regarding levels of service for freeway ramps, conflicts with bicycle or pedestrian facilities, on public transit operations, or air traffic pattern changes.

Impact Analysis

Completion of the Central Park Projects will likely have an adverse impact on local, connector and arterial roads in the immediate vicinity. The Project Area along the northern bank of the DWSC is currently not accessible by the public therefore current traffic volumes are limited. A boat ramp and multi-use path are located along the southern bank of the DWSC, but traffic volumes are limited to the boat ramp entrance at Locks Drive and Jefferson Blvd. Completion of a Central Park with many amenities will draw visitors city-wide and increase traffic volumes compared with current baseline conditions creating adverse impacts. Traffic volumes will likely increase on arterial, collector and residential streets in the vicinity of the Project Area to unacceptable and undesirable levels as discussed above resulting in significant and unavoidable impacts, consistent with determination in the *GP 2035 EIR*. The YOLO Bus currently runs along Jefferson Blvd over the DWSC and has stops along Stone Blvd, including one at Sam Combs Park, which would provide accessibility to park visitors. Although ridership may increase to the Park Area once completed, construction of the Central Park Projects would not impede existing transit, and therefore would have a less than significant impact on public transit operations, consistent with the determination in the *GP 2035 EIR*. No additional substantial adverse impacts are anticipated. Therefore, impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Utilities and Service Systems

Setting

The *Existing Conditions* discussion within *Utilities and Service Systems* Section 3.17 of the *GP 2035 EIR* describes the Planning Area with respect to wastewater treatment, stormwater, water supplies, and solid waste (West Sacramento 2016a). That discussion is hereby incorporated by reference and summarized as follows. The Sacramento **River is the City's main water source and is treated at the George Kristoff** Water Treatment Plant which has a maximum capacity of 58 million gallons per day (mgd). One existing groundwater well and one planned well can be used for backup water supplies if needed. The available **maximum water supply from the City's appropriate rights from the state and from a contract with the** Bureau of Reclamation is 23,600 acre-feet per year (AFY). The city can also access a supplemented water source from the North Delta Water Agency (NDWA). Drought conditions are the primary factor that could affect water supply under the Reclamation contract. The City has a generally dependable water supply that has been of adequate quantity and quality every year. West Sacramento is responsible for collection and conveyance of wastewater and the Sacramento Regional County Sanitation District (SRCSD) is responsible for its treatment and disposal. West Sacramento has eight sewer pump stations, five lift stations, and underlying sewer pipes. Rural areas are on septic systems. Reclamation District Numbers 900 and 537, as well as the City, manages stormwater through pipelines, roadside ditches and gutters, large capacity channels and pipelines, stormwater detention basins, pump stations, and levees.

The *GP 2035 EIR* determined that Impacts related to requiring new stormwater drainage facilities and insufficient water supplies could be significant and unavoidable. Implementation of the *GPU* will require new or expanded stormwater drainage facilities, which could cause environmental impacts, however,

construction of new facilities would be subject to CEQA analysis and mitigation measures would be developed. Water demand is projected to increase to 23,920 AFY in 2035 which exceeds current available supplies provided by its contractual and appropriate sources. Without supplementation from the NDWA, impacts to the water supply could be significant and unavoidable. Implementation of the *GPU* would have less than significant impacts regarding exceeding wastewater treatment requirements, requiring new treatment facilities, accommodating landfill capacity, and complying with solid waste regulations. This is because the responsible agencies have capacity to meet the 2035 growth predictions or have planned to expand their capacity to meet demands by 2035.

Impact Analysis

Implementation of the Central Park Projects would increase water usage and water treatment demands, **as well as wastewater volumes, predominantly due to irrigation of greenscapes, the three children's spray parks, and the addition of restroom facilities and a concession stand.** The use of grey water for irrigation system could reduce water usage impacts. Regardless, in conjunction with water usage demands projected through 2035, impacts from the Central Park Projects resulting in insufficient water supplies could be significant. Several GPU policies including *PFS-5.4 Solid Waste Diversion* and *PFS-5.5 Municipal Waste reduction* focus on diverting solid waste through recycling and reuse methods and reducing municipal waste by increasing recycling, composting, mulching, and resource efficient landscaping techniques in parks. These policies will help reduce wastewater and landfill-related impacts related to the Central Park Projects to less than significant, consistent with the *GP 2035 EIR*. No additional substantial adverse impacts are anticipated and consequently, impacts will be consistent with determinations in the *GP 2035 EIR*. Therefore, utility and service system impacts resulting from implementation of the *Master Plan* are within the scope of the *GP 2035 EIR*. Further, pursuant to Section 15163 of the State CEQA guidelines, no new information of substantial importance has been identified that would otherwise necessitate subsequent/supplemental environmental analysis.

Conclusion

Based on analysis presented above, the proposed Central Park Projects, and consequently, the proposed updates to the *Parks, Recreation, and Open Space Master Plan* are within the scope of the *West Sacramento GP 2035 EIR*, and no new or substantially more adverse impacts would occur through implementation of the proposed Plan. As a result, a subsequent higher level of environmental analysis (i.e. initial study, addendum, or an environmental impact report) is not required for the *Master Plan*, consistent with State CEQA Guidelines Section 15168

References

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APPENDIX B - STANDARD OPERATING PROCEDURES REVIEW

COMMISSION ON ACCREDITATION FOR PARK AND RECREATION AGENCIES ANALYSIS

The Commission for Accreditation of Park and Recreation Agencies (CAPRA) accredits park and recreation agencies for excellence in operation and service. Charged with providing high quality services and experiences, park and recreation agencies across the United States turn to CAPRA Accreditation as a credible and efficient means of achieving a quality operation, while providing assurance to the public that the agency meets national standards of best practice. Agency accreditation is available to all entities administering park and recreation systems, including municipalities, townships, counties, special districts and regional authorities, councils of government, schools, and military installations.

BENEFITS FOR THE PUBLIC

- Assurance and validation of well-administered services in accord with approved professional practices
- Potential for external financial support and savings to the public
- External recognition of a quality governmental service
- Holds an agency accountable to the public and ensures responsiveness to meet their needs
- Improves customer and quality services

BENEFITS FOR THE AGENCY

- Public and political recognition
- Increased efficiency and evidence of accountability
- Answers the question, "How are we doing?" through extensive self-evaluation
- Identifies areas for improvement by comparing an agency against national standards of best practice
- Enhances staff teamwork and pride by engaging all staff in the process
- Creates an environment for regular review of operations, policies and procedures, and promotes continual improvement
- Forces written documentation of policies and procedures

There are currently 155 agencies nationwide that are accredited. The West Sacramento Parks and Recreation Department has the opportunity to be accredited within the next ten years. Accreditation is **based on an agency's compliance with the 151 standards for national accreditation. To achieve accreditation, an agency must comply with all 37 Fundamental Standards and 103 (90%) of the 114 Non-Fundamental Standards upon initial accreditation and 108 (95%) of the 114 Non-Fundamental Standards upon reaccreditation.**

In conducting an analysis of the administrative policies and procedures that govern the West Sacramento Parks and Recreation Department, a self-assessment utilizing the Commission for Accreditation of Park and Recreation Agencies (CAPRA) standards was conducted.

The self-assessment provides a strong analysis of its readiness for application for CAPRA Accreditation and gives the Department a road map on where to focus if efforts going forward. After conducting the self-assessment, the West Sacramento Parks and Recreation Department currently meets CAPRA requirements and the results are a strong indicator that the Department operates as a best practice agency.

Fundamental Standards Completion (must equal 100%)	100%
Remaining Standards Completion (must be more than 85%)	97%
Meets Requirements	

The following sections provide a snapshot of the self-assessment for the CAPRA standards. Please note, that standards marked in **RED** are Fundamental standards and are required of all agencies seeking accreditation. The Level of Completion is indicated by a shaded circle; unshaded circles are areas Parks staff need to fulfill to meet the Fundamental or Basic standards for CAPRA.

AGENCY AUTHORITY, ROLE AND RESPONSIBILITY

SUMMARY OF AGENCY, AUTHORITY, ROLE AND RESPONSIBILITY

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 100% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
1.0 Agency Authority, Role, and Responsibility	
1.1 Source of Authority	●
1.1.1 Approving Authority/Policy Body	●
1.1.2 Citizen Advisory Boards/Committees	●
1.2 Periodic Timetable for Review of Documents	●
1.2.1 Document Approval Authority	●
1.3 Jurisdiction	●
1.4 Mission	●
1.4.1 Agency Goals and Objectives	●
1.4.2 Personnel Involvement	●
1.5 Vision	●
1.6 Policies, Rules Regulations, and Operational Procedures	●
1.6.1 Administrative Policies and Procedures	●
1.7 Agency Relationship	●
1.7.1 Operational Coordination and Cooperation Agreements	●

PLANNING

SUMMARY OF PLANNING

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 100% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
2.0 Planning	
2.1 Overall Planning Function Within Agency	●
2.2 Involvement in Local Planning	●
2.3 Planning with Regional, State, and Federal Agencies	●
2.3.1 Community Comprehensive Plan with Park and Recreation Component	●
2.4 Park and Recreation System Master Plan	●
2.5 Strategic Plan	●
2.6 Feasibility Studies	●
2.7 Site Plans	●
2.8 Historical and Cultural Resource Management Plans	●
2.9 Community Involvement	●
2.10 ADA Transition Plan	●

ORGANIZATION AND ADMINISTRATION

SUMMARY OF ORGANIZATION AND ADMINISTRATION

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 100% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
3.0 Organization and Administration	
3.1 Organizational Structure	●
3.2 Administrative Offices	●
3.2.1 Support Services	●
3.3 Internal Communication	●
3.4 Public Information Policy and Procedure	●
3.4.1 Public Information and Community Relations Responsibility	●
3.4.2 Community Relations Plan	●
3.4.3 Marketing Plan	●
3.4.3.1 Marketing Responsibility	●
3.5 Utilization of Technology	●
3.5.1 Management Information Systems	●
3.6 Records Management Policy and Procedures	●
3.6.1 Records Disaster Mitigation and Recovery Plan and Procedures	●

HUMAN RESOURCES

SUMMARY OF HUMAN RESOURCES

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 99% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
4.0 Human Resources	
4.1 Personnel Policies and Procedures Manual	●
4.1.1 Code of Ethics	●
4.1.1.1 Staff Acceptance of Gifts and Gratuities	●
4.1.2 Recruitment Process	●
4.1.3 Equal Opportunity Employment and Workforce Diversity	●
4.1.4 Selection Process	●
4.1.5 Background Investigation	●
4.1.6 Employee Benefits	●
4.1.7 Supervision	●
4.1.8 Compensation Plan	●
4.1.9 Performance Evaluation	●
4.1.10 Promotion	●
4.1.11 Disciplinary System	●
4.1.12 Grievance Procedures	●
4.1.13 Termination and End of Employment	●
4.2 Staff Qualifications	●
4.3 Job Analyses for Job Descriptions	●
4.4 Chief Administrator	●
4.4.1 Leadership Succession Procedure	●
4.5 Workforce Health and Wellness Program	●
4.6 Orientation Program	●
4.6.1 Employee Training and Development Program	●
4.6.2 Professional Certification and Organization Membership	●
4.7 Volunteer Management	◐
4.7.1 Use of Volunteers	●
4.7.2 Volunteer Recruitment, Selection, Orientation, Training, and Retention	◐
4.7.3 Supervision and Evaluation of Volunteers	●
4.7.4 Recognition of Volunteers	◐
4.7.5 Liability Coverage for Volunteers	●
4.8 Consultants and Contract Employees	●

FINANCIAL MANAGEMENT

SUMMARY OF FINANCIAL MANAGEMENT

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 100% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
5.0 Financial Management	
5.1 Fiscal Policy	●
5.1.1 Comprehensive Revenue Policy	●
5.1.2 Agency Acceptance of Gifts and Donations	●
5.1.3 Grants Procedures	●
5.1.4 Private, Corporate, and Non-Profit Support Procedures	●
5.2 Fiscal Management Procedures	●
5.2.1 Authority and Responsibility for Fiscal Management	●
5.2.2 Purchasing Procedures	●
5.2.2.1 Emergency Purchase Procedures	●
5.3 Accounting System	●
5.3.1 Financial Status Reports	●
5.3.2 Position Authorization Procedures	●
5.3.3 Fiscal Control and Monitoring Procedures	●
5.3.4 Independent Audit	●
5.4 Annual or Biennial Budget	●
5.4.1 Budget Development Guidelines	●
5.4.2 Budget Recommendations	●
5.5 Budget Control Procedures	●
5.5.1 Supplemental/Emergency Appropriations Procedures	●
5.5.2 Inventory and Fixed Assets Control	●



PROGRAMS AND SERVICES MANAGEMENT

SUMMARY OF PROGRAMS AND SERVICES MANAGEMENT

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 100% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
6.0 Programs and Services Management	
6.1 Recreation Programming Plan	●
6.1.1 Program and Service Determinants	●
6.1.2 Participant Involvement	●
6.1.3 Self-Directed Programs and Services	●
6.1.4 Leader-Directed Programs and Services	●
6.1.5 Facilitated Programs and Services	●
6.1.6 Cooperative Programming	●
6.2 Program Objectives	●
6.3 Scope of Program Opportunities	●
6.3.1 Outreach to Diverse Underserved Populations	●
6.4 Community Education for Leisure Process	●
6.4.1 Community Health and Wellness Education and Promotion	●
6.5 Participant and Spectator Code of Conduct	●



FACILITY AND LAND USE MANAGEMENT

SUMMARY OF FACILITY AND LAND USE MANAGEMENT

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 100% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
7.0 Facility and Land Use Management	
7.1 Parkland Acquisition Procedures	●
7.2 Areas and Facilities Development Policies and Procedures	●
7.2.1 ADA Existing Facility and Site Access Audit	●
7.3 Defense Against Encroachment Procedures	●
7.4 Disposal of Lands Procedures	●
7.5 Maintenance and Operations Management Standards	●
7.5.1 Facility Legal Requirements	●
7.5.2 Preventative Maintenance Plan	●
7.6 Fleet Management Plan	●
7.7 Agency-Owned Equipment, Materials, Tools, and Supplies Policies and Procedures	●
7.7.1 Building Plans and Specifications	●
7.7.2 Land and Lease Records	●
7.8 Environmental Sustainability Policy and Program	●
7.9 Natural Resource Management Plans and Procedures	●
7.9.1 Recycling and/or Zero Waste Plan	●
7.10 Maintenance Personnel Assignment Procedures	●
7.11 Capital Asset Depreciation and Replacement Schedule	●



PUBLIC SAFETY, LAW ENFORCEMENT, AND SECURITY

SUMMARY OF PUBLIC SAFETY, LAW ENFORCEMENT AND SECURITY

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 100% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
8.0 Public Safety, Law Enforcement, and Security	
8.1 Codes, Laws, and Ordinances	●
8.1.1 Staff Liaison to Law Enforcement Officers	●
8.2 Authority to Enforce Laws by Law Enforcement Officers	●
8.3 Law Enforcement Officer Training	●
8.4 Public Information on Laws, Ordinances, Rules, Regulations, and Policies	●
8.4.1 In-Service Training for Staff on Public Safety and Law Enforcement	●
8.4.2 Handling of Disruptive Behavior Procedures	●
8.4.3 Traffic Control, Parking plans, and Crowd Control	●
8.4.4 Handling of Evidentiary Items Procedures	●
8.5 General Security Plan	●
8.6 Emergency Management Planning	●
8.6.1 In-Service Training for Staff on General Security and Emergency Management	●
8.6.2 Emergency Risk Communications Plan	●
8.6.3 Care and Shelter Procedures	●

RISK MANAGEMENT

SUMMARY OF RISK MANAGEMENT

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 100% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
9.0 Risk Management	
9.1 Risk Management Policy	●
9.1.1 Risk Management Plan and Procedures	●
9.1.2 Accident and Incident Report Procedures	●
9.1.3 Personnel Involvement and Training	●
9.2 Risk Manager	●
9.3 ADA Compliance and Face-to-Face Resolution	●

EVALUATION, ASSESSMENT, AND RESEARCH

SUMMARY OF EVALUATION, ASSESSMENT, AND RESEARCH

- Fundamental Standards: The Department currently meets 100% of the fundamental standards required in this section.
- Basic Standards: The Department currently meets 77% of the basic standards required in this section.

CAPRA: National Accreditation Standards Checklist	
Standard	Status
10.0 Evaluation, Assessment, and Research	
10.1 Systematic Evaluation Process	●
10.1.1 Responsibility for Evaluation	◐
10.1.2 Staff Training on how to Evaluate Programs, Services, and Facilities	◐
10.2 Outcomes Assessment	●
10.3 Performance Measurement	◐
10.3.1 Level of Service Standards	●
10.4 Needs Assessment	●
10.5 Program and Services Statistics	●
10.5.1 Recreation and Leisure Trends Analysis	●
10.5.2 Community Inventory	●
10.5.3 PRORAGIS	○
10.6 Research Investigation	○
10.6.1 Quality Assurance	●



SPECIFIC POLICY AND PROCEDURE RECOMMENDATIONS

Though there are only a few policies and procedures that need update or development as identified through the CAPRA self-assessment. It is recommended that the following be developed/updated and implemented within the next one to three years:

RECOMMENDED POLICIES & PROCEDURES	BENEFIT	DIVISION RESPONSIBLE
Acquisition and Divesting of Property	Process to formally acquire and divest property based on select criteria	Administration
Update Maintenance Standards	Provide consistent efficient and effective maintenance services	Parks Maintenance
Marketing Plan Guidelines	Increase awareness of and participation in programs, services and facilities; Build Advocacy	Administration
Update Pricing Policy	Update policy developed on classification of services and level of benefit received upon completion of Cost of Service Study; increase revenue	Administration/Recreation
Recreation Program Standards/Evaluation	Provide consistent delivery and evaluation of recreation programs cost of service	Recreation
Special Event Policy	Streamline the approach to determining which events the City sponsors	Administration
Training	Continuity of organization, administration and delivery of services	All
Work Order Management System	Track maintenance work completed and cost of service for work	Parks Maintenance

ADMINISTRATION STAFFING

The recommendation is for the vacant Business Manager position to be filled and the new Analyst position to be added. These positions are critical to managing the business operations of the Parks and Recreation Department including securing grant funding and managing of information and data necessary for sound decision-making.

STAFF POSITION	CLASSIFICATION	STATUS
Business Manager	Full-time	VACANT
Department Analyst	Full-time	NEW

APPENDIX C - SUCCESSION PLANNING

As key positions approach retirement age within the next 5-10 years, it is imperative that the Department plans for the future. By developing a succession plan that focuses on organizational sustainability, the Department will not only be able to further develop a highly professional staff, but also ensure that the **Department can seamlessly manage itself forward. The Department’s workforce management and succession planning must be a conscious effort to build and sustain a competent workforce, a process that begins with intake. The building of organizational competence to both create a competitive pool of talent and preserve levels of performance is ultimately dependent on specific internal and external actions that achieve succession planning outcomes.**

INTAKE	BUILDING ORGANIZATIONAL COMPETENCE	WORKFORCE SUSTAINABILITY
Recruitment	Leadership	Training
Interview process	Infrastructure (cross-dept. task mgmt.)	Individual Development Plans
Pre-hire skills & attitude assessment	Focus on skills, knowledge and productive attitude	Mentoring
New employee orientation	Community & Inter-Agency engagements	Post separation consulting
Probation review	Culturally competent programs, services and workplace	Experiential learning
	Performance-based modeling	Teaching/learning experiences
	Operational adaptability	
	Creative problem solving	
	Training	

Vacating leadership will drive a primary focus; however, the succession-planning component by itself is not a technique to just create individual career advancement opportunities or a reward for high performers. The objective of succession planning is to ensure that the Department continues to operate effectively when individuals depart from critical positions. This may not include all existing managerial positions; however, it may include positions that are not supervisory or managerial but instead utilize unique, hard-to-replace competencies.

Succession planning is strategic, both in the investment of resources devoted to it and in the kinds of talent it focuses on. It is not a one-time event; rather, it is re-assessed and revised annually through the workforce planning process.

GOALS/DESIRED RESULTS

- Ensure the systematic and long-term development of individuals to replace key job incumbents.
- Provide a continuous flow of talented people to meet the organization's management needs.
- Assess the leadership needs to ensure the selection of qualified leaders is diverse, a good fit for the organization's mission and goals, and have the necessary skills that support a capable and adaptive organization.
- To ensure high quality replacements for those individuals who currently hold positions that are key to the organization's success.
- Structure operational methods to adequately support required employee growth and development process.
- Ensure an adequate knowledge base is preserved while management and leadership are transitioned and populated with new skills and talents. This knowledge and competency preservation effort can occur at other levels, as identified by directors.



APPENDIX D – RECREATION PROGRAM STANDARDS

Recreation program standards are developed to support core recreation services. The standards focus on delivering a consistent high-quality experience while achieving operational and cost recovery goals as well as marketing and communication standards that are needed to create awareness and customer loyalty.

To assist staff in its continual pursuit of delivering high quality consistent programs to the community and in achieving the cost recovery goals, the following standards may be considered for implementation.

HIGH-QUALITY EXPERIENCE STANDARDS

For core services, the following standards must be in place to promote a high-quality experience:

- **Instructor or program coordinators' qualifications are consistent with in-the-field** experience in the program specialty for which they are responsible.
- The instructor-to-participant ratios are appropriate for the participant to feel safe and attended to.
- The program is provided in the appropriate safe and clean recreation space, either indoor or outdoor, designed for that program.
- Minimum and maximum numbers of participants are set for the program or class that will allow for a high-quality experience.
- Recreation equipment or supplies that are used by the participant are high quality, safe, and appropriate for the participants to use or consume.
- The length of the program is commensurate with the attention capability of the participants to respond effectively and enjoy themselves in the activity.
- Appropriate support staff or volunteers are in place to help guide participants and support teachers or program supervisors.
- Staff is trained in first aid and CPR. Volunteers are trained in first aid and CPR when appropriate.
- A first aid kit is readily available and accessible in less than a minute.
- Staff and volunteers are trained in customer service and diversity training to make all participants feel welcome and appreciated.
- Customer feedback methods are in place to seek input from participants on their expectations of the program and the results of their experience. This should include pre- and/or post-evaluation focus groups or trailer calls.
- Pricing of services is explained to participants and/or parents on the level of investment they are making in the program and the level that West Sacramento Parks and Recreation Department is investing in their experience.
- Each instructor or program supervisor will be provided a toolbox that includes their class or program roster, with phone numbers or email addresses, name tags for participants, customer evaluations for users, registration forms, a program guide, pertinent recreation information and emergency phone numbers, thank you cards for participants at the end of the class, and an introduction sheet of what will occur in the program or class, how it will be conducted, and what outcomes we hope to achieve.

- All class or program policies are available to the instructor or program supervisor to adequately explain policies to the user.
- Appropriate recognition and awards are given at the end of the program to participants based on outcomes achieved or skills learned.
- New staff, volunteers, and contract employees working with children will have background checks.
- Any disciplinary actions taken by an instructor or program supervisor with a program participant will be written and documented.
- Class, program curriculum, or work plans will be prepared by the instructor and program supervisor before the class or program begins and is signed off by the appropriate program staff within the Parks and Recreation Department.
- Staff will be dressed in the appropriate West Sacramento recreation uniform that includes a nametag.
- Drivers that transport participants must have the appropriate license, certifications, and authorization.
- Equipment or program space will be inspected prior to the class or program; noted by the instructor or program supervisor; and recorded daily, weekly, and monthly.
- Performance measures tracked will be shared with instructors or program staff at the end of each session.
- Exit interviews will be conducted with part-time staff before they leave each season and noted in their file as to re-hire or not.
- A class or program budget will be prepared for each activity and shared with the instructor or supervisor on how class monies are spent. Final budget results will be documented at the end of the program area and shared with the supervisor or manager.
- Appropriate required licenses and certifications set by law will be reviewed and filed before programs begin.

OPERATIONAL AND PRICING STANDARDS FOR PROGRAMS

- Pricing of services will be established based on cost-of-services and overlaid into programs or classes based on primetime and non-primetime rates, location, time, age segment, group, and level of exclusivity that users receive over and above use by general taxpayers. Staff will be trained in setting prices.
- Scholarship programs will be in place for those that require financial assistance in order to participate in West Sacramento Parks and Recreation Department recreation facilities and programs.
- Results of cost of service for programs will be posted and shared with staff on all services regardless of whether they are underperforming, meeting, or exceeding the recovery goals.
- On a regular basis, competitor and other service providers will be benchmarked and evaluated for changes they are making and how they compare with division efforts in their core services provided.

- Partnerships with core program services will be updated yearly, their level of contribution will be documented, and tracking performance measures will be shared with each partner.
- Non-core services will be evaluated yearly and reduced, eliminated, or transferred to other service providers reducing the impact on staff time.
- Maintenance and recreation staff will discuss standards for programs taking place in recreation amenities in West Sacramento Parks and Recreation Department annually.



Notice of Determination

Appendix D

To:

Office of Planning and Research
U.S. Mail: Street Address:
P.O. Box 3044 1400 Tenth St., Rm 113
Sacramento, CA 95812-3044 Sacramento, CA 95814

County Clerk
County of: Yolo
Address: 625 Court Street, Room B-01
Woodland, CA 95695

From:

Public Agency: City of West Sacramento
Address: 1110 West Capitol Avenue
West Sacramento, CA 95691
Contact: Kathy Allen, Associate Planner
Phone: 916-617-4645

Lead Agency (if different from above):
Address:
Contact:
Phone:

SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

State Clearinghouse Number (if submitted to State Clearinghouse):

Project Title: Updates to the West Sacramento Parks, Recreation, and Open Space Master Plan

Project Applicant: City of West Sacramento

Project Location (include county): City of West Sacramento, Yolo County

Project Description:

Updates include park, recreation, and open space developments to a re-envisioned Central Park. The 2003 Parks Master Plan included a conceptual central park concept for the entire Stone Lock District. In 2017, the West Sacramento City Council approved recommendations to reduce the size of the Central Park. The new Central Park concept is programmed into 3 sub-areas, the Barge Canal Parkway, the Stone Lock Plaza, and the Sacramento River Parkway.

This is to advise that the City of West Sacramento has approved the above (Lead Agency or Responsible Agency)

described project on April 17, 2019 and has made the following determinations regarding the above described project.

- 1. The project will not have a significant effect on the environment.
2. An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures were not made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan was not adopted for this project.
5. A statement of Overriding Considerations was not adopted for this project.
6. Findings were made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval, or the negative Declaration, is available to the General Public at:

City of West Sacramento, Community Development Dept., 1110 West Capitol Ave., West Sacramento, CA 95691

Signature (Public Agency): Title: Associate Planner
Date: 4/18/2019 Date Received for filing at OPR:

NOV 17 2016

BY JESSE SALINAS, CLE
[Signature] DEPUTY **Appendix D**

Notice of Determination

To:

Office of Planning and Research
 U.S. Mail: Street Address:
 P.O. Box 3044 1400 Tenth St., Rm 113
 Sacramento, CA 95812-3044 Sacramento, CA 95814

County Clerk
 County of: Yolo
 Address: 625 Court Street Room B01
Woodland, CA

From: **LINDA SMITH**
 Public Agency: City of West Sacramento
 Address: 1110 West Capitol Avenue
West Sacramento, CA 95691
 Contact: David W. Tilley
 Phone: 916-617-4645

Lead Agency (if different from above):
 Address: _____
 Contact: _____
 Phone: _____

SUBJECT: Filing of Notice of Determination in compliance with Section 21108 or 21152 of the Public Resources Code.

State Clearinghouse Number (if submitted to State Clearinghouse): 2014042087

Project Title: General Plan 2035: Resolutions 16-55 and 16-63, First reading of Ordinance 16-7

Project Applicant: City of West Sacramento

Project Location (include county): City of West Sacramento, Yolo County

Project Description:

General Plan 2035 is a comprehensive update to the City's General Plan. It includes new policies, land uses, adjustments in density ranges, and a new zoning map.

This is to advise that the City of West Sacramento has approved the above
(Lead Agency or Responsible Agency)

described project on 11-16-16 and has made the following determinations regarding the above
(date)
described project.

1. The project will will not] have a significant effect on the environment.
2. An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.
 A Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
3. Mitigation measures were were not] made a condition of the approval of the project.
4. A mitigation reporting or monitoring plan was was not] adopted for this project.
5. A statement of Overriding Considerations was was not] adopted for this project.
6. Findings were were not] made pursuant to the provisions of CEQA.

This is to certify that the final EIR with comments and responses and record of project approval, or the negative Declaration, is available to the General Public at:

1110 West Capitol Ave., West Sacramento, CA 95691

Signature (Public Agency): [Signature] Title: Principal Planner

Date: 11-17-16 Date Received for filing at OPR: _____

Authority cited: Sections 21083, Public Resources Code.
Reference Section 21000-21174, Public Resources Code.

Revised 2011

POSTED NOV 17 2016 DEC 17 2016

N 104



State of California - Department of Fish and Wildlife

2016 ENVIRONMENTAL FILING FEE CASH RECEIPT

DFW 753.5a (Rev. 12/15/15) Previously DFG 753.5a

RECEIPT NUMBER:

57 — 11172016 — 104

STATE CLEARINGHOUSE NUMBER (if applicable)

2014042087

SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY.

LEAD AGENCY CITY OF WEST SACRAMENTO	LEAD AGENCY EMAIL	DATE 11/17/2016
COUNTY/STATE AGENCY OF FILING Yolo	DOCUMENT NUMBER	

PROJECT TITLE
GENERAL PLAN 2036 RESOLUTIN 16-35 & 16-63

PROJECT APPLICANT NAME DAVID W, TILLEY	PROJECT APPLICANT EMAIL	PHONE NUMBER (916) 617-4645
--	-------------------------	---------------------------------------

PROJECT APPLICANT ADDRESS 1110 WEST CAPITAOL AVE	CITY WEST SACRAMENTO	STATE CA	ZIP CODE 95691
--	--------------------------------	--------------------	--------------------------

PROJECT APPLICANT (Check appropriate box)

- Local Public Agency
 School District
 Other Special District
 State Agency
 Private Entity

CHECK APPLICABLE FEES:

- | | | | |
|---|------------|----|-----------------|
| <input checked="" type="checkbox"/> Environmental Impact Report (EIR) | \$3,070.00 | \$ | <u>3,070.00</u> |
| <input type="checkbox"/> Mitigated/Negative Declaration (MND)(ND) | \$2,210.25 | \$ | <u>0.00</u> |
| <input type="checkbox"/> Certified Regulatory Program document (CRP) | \$1,043.75 | \$ | <u>0.00</u> |

- Exempt from fee
 Notice of Exemption (attach)
 CDFW No Effect Determination (attach)
 Fee previously paid (attach previously issued cash receipt copy)

- | | | | |
|---|----------|----|----------------|
| <input type="checkbox"/> Water Right Application or Petition Fee (State Water Resources Control Board only) | \$850.00 | \$ | <u>0.00</u> |
| <input checked="" type="checkbox"/> County documentary handling fee / County Administrative Fee | \$50.00 | \$ | <u>\$50.00</u> |
| <input type="checkbox"/> Other | | \$ | <u></u> |

PAYMENT METHOD:

- Cash
 Credit
 Check
 Other

TOTAL RECEIVED \$ 3,120.00

SIGNATURE X <i>Linda Smith</i>	AGENCY OF FILING PRINTED NAME AND TITLE LINDA SMITH
--	---

RESOLUTION 19-23

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
ADOPTING THE 2019 PARKS, RECREATION AND OPEN SPACE MASTER PLAN**

WHEREAS, the purpose of the City of West Sacramento Parks, Recreation and Open Space Master Plan (Plan) is to provide a roadmap for future development of recreational facilities and opportunities for the City over the next 10 years, consistent with the General Plan 2035 requirements; and

WHEREAS, the Plan is based on recognized park planning principles and standards, and reflects input from residents and stakeholders in West Sacramento, City staff, the Parks, Recreation and Intergenerational Services Commission and City Council; and

WHEREAS, the Plan includes park standards, a capital improvement program, and a financial plan to support the program; and

WHEREAS, it is necessary to provide periodic amendments to the Parks, Recreation and Open Space Master Plan in order to remain contemporary with industry standards, address shortcomings and community needs, and plan for new growth; and

WHEREAS, the Parks and Recreation Department has prepared the 2019 Parks, Recreation and Open Space Master Plan update, copies of which have been placed on file with the City Clerk; and

WHEREAS, workshops were held on June 5 and November 6, 2018, and on February 5 and April 2, 2019 in conjunction with the Parks, Recreation and Intergenerational Services Commission meetings; and

WHEREAS, workshops were held on July 18 and December 19, 2018, in conjunction with the City Council meetings; and

WHEREAS, on November 16, 2016, the West Sacramento City Council certified the General Plan 2035 Environmental Impact Report (the "General Plan EIR"); and

WHEREAS, city staff prepared a technical memorandum and provided to the City Council as Appendix A to the 2019 Parks, Recreation and Open Space Master Plan, which concludes that the General Plan EIR fully analyzes any potential impacts associated with the 2019 update to the Plan; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Sacramento does hereby:

1. Find that:

- a. The proposed 2019 Parks, Recreation and Open Space Master Plan is within the scope of the General Plan EIR;
- b. That no new or substantially more adverse impacts would occur through implementation of the proposed Master Plan; and

- c. That, as a result, no new environmental document is required, consistent with State California Environmental Quality Act Guidelines Section 15168(c)(2).
2. Approve the 2019 Parks, Recreation and Open Space Master Plan update;
3. Authorize the City Manager, or his designee, to take actions necessary to implement the 2019 master plan update;
4. Authorize the City Manager, or his designee, to make minor changes to the 2019 master plan update that are in substantial conformance with the approved Plan; and
5. Grant interim authority to the City Manager to give credit against the park impact fees for a previous structure of similar use on the same lot that was lawfully demolished within five years of the building permit issuance for a new structure.

PASSED AND ADOPTED by the City Council of the City of West Sacramento this 17th day of April, 2019, by the following vote:

AYES:


NOES:

ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

MEETING DATE: April 17, 2019		ITEM # 16	
SUBJECT: WORKSHOP ON THE DRAFT CONTRACT EXTENSION WITH NOMAD TRANSIT LLC, A WHOLLY OWNED SUBSIDIARY OF VIA TRANSPORTATION, INC., FOR OPERATION OF THE WEST SACRAMENTO ON-DEMAND RIDESHARE PROGRAM THROUGH FISCAL YEAR 2019			
INITIATED OR REQUESTED BY: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Other		REPORT COORDINATED OR PREPARED BY: Sarah Strand, Associate Transportation Planner  For Denix Anbiah, Director Public Works Department	
ATTACHMENT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Information	<input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action

OBJECTIVE

The purpose of this report is to solicit City Council feedback and direction on the draft Contract Extension and budget for the continued operation of the West Sacramento On-Demand Rideshare program through FY 2019.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

- 1) Provide feedback on a budget approach and draft contract extension with NoMad Transit LLC, a wholly owned subsidiary of Via Transportation Inc., proposed to support the continued operation of the West Sacramento On-Demand Rideshare program through FY 2019; and
- 2) Direct staff to return May 1, 2019 with a final contract extension and budget allocation request for City Council consideration of approval.

BACKGROUND

The West Sacramento On-Demand Rideshare program is an innovative public transit solution launched by the City in partnership with NoMad Transit LLC (Via) following a robust Commission and Council engagement process. A summary of City Council engagement and actions taken to date is included below:

Meeting	Report Topic/Action Taken
April 19, 2017	Introduced Mobility Action Plan & Pilot On-Demand Flexible Transportation Service. City Council directed staff to release a Request for Proposals.
July 26, 2017	Workshop on conceptual service designs. City Council directed staff to launch service citywide, encourage pooling, and provide point-to-point service.
August 16, 2017	Presented shortlist of proposals responsive to RFP for the Pilot service. City Council approved staff's recommended shortlist to advance for further evaluation and selection.
November 1, 2017	Presented evaluation panel's top-ranked, recommended firm, Via Transportation Inc. City Council approved recommendation and directed staff to return with a contract.
January 17, 2018	Submitted request for Award of Contract and allocation of funding for contract expenses. Council executed contract, approved funding and requested regular staff updates.
March 21, 2018	Submitted service parameters and launch plan for Council feedback. Council redirected staff from a phased approach and requested citywide service at launch to ensure access for all residents.
May 9, 2018	In accordance with Council direction, staff provided a regular project update. No action was taken.
June 27, 2018	Regular updates and workshop conducted to define performance goals/metrics and present Marketing Plan. City Council provided feedback and approved the Marketing Plan.
August 22, 2018	In accordance with Council direction, staff provided a regular project update. No action was taken.
October 17, 2018	Regular updates and workshop conducted to solicit input on a Draft User Survey. City Council directed staff to focus on key data points and keep survey brief to achieve higher response rate.
February 20, 2019	Presentation of regular updates, User Survey findings, Contract Amendment No. 1 and Resolution 19-12, and a workshop to solicit feedback on Year 2 Scenarios and Cost Estimates. City Council approved Amendment No. 1 and Resolution 19-12 authorizing reinvestment of up to \$90,000 of fare revenues and directed a Year 2 maintaining a citywide boundary but expanding hours.

ANALYSIS

City Council awarded a Contract for Services to NoMad Transit LLC, a wholly owned subsidiary of Via Transportation Inc. (Via), on January 17, 2018 to support a one (1) year Pilot operation of a citywide on-demand rideshare program, with a contract termination date of May 13, 2019. The Pilot service authorized up to \$720,000 to be expended to support up to ten (10) Mercedes Benz Metris vans operating at limited hours during the initial Launch Phase and moving to expand hours during the Full Launch Phase. At the outset of the project, ridership was projected to achieve roughly 200-250 average daily riders over the course of the Pilot with higher demand expected to occur around peak commuting hours. On June 27, 2018, the City Council defined the goals and performance metrics of the program to include:

- Enhance Quality of Life
 - Time spent on travel
 - Encourage Social Interaction and Cohesion
- Improve Access & Mobility for Underserved Communities
- Reduce Single Occupancy Vehicle Miles Travelled
 - Incentivize Pooling & Achieve High Vehicle Occupancy Rates
- Provide Affordable Service at a Sustainable Cost to the City
- Enable Car-free Lifestyles (& Alleviate Parking Demand)
- Encourage Linked Multi-Modal Trips
 - Supplement/Replace Underperforming Fixed Routes
 - Close First/Last Mile Gaps to Transit

Since launching on May 14, 2018, ridership significantly exceeded expectations, with average daily ridership currently exceeding 400 average daily riders on weekdays (396 average daily riders overall) since March. Similarly, demand deviated from initial projections, with steady and high demand occurring throughout the day, and peak demand occurring between 2pm-5pm. As a result, a greater number of driver hours were required to maintain performance standards throughout the Pilot term, ultimately requiring Contract Amendment No. 1, approved by City Council on February 20, 2019, to fund the Pilot through the remainder of the initial contract term using up to \$90,000 in revenues from fares. Relative to the goals and performance metrics prioritized by City Council, the Pilot program has performed well. The 6-Month User Survey Findings demonstrated that the program has measurably improved quality of life for residents and, pending additional analysis, is likely contributing to single occupancy VMT reduction among some riders. A Final Performance Report is currently underway, led by the UC Berkeley Transportation Sustainability Research Center (TSRC). This report will seek to quantify potential impacts of the Program and further assess how the service has performed relative to other metrics, such as linked multi-modal trips and enabling car-free lifestyles. Broadly, the community has positively received the program and customer satisfaction rating have continued to stand at a 4.9/5.0 stars.

On February 20, 2019, staff conducted a workshop to solicit City Council input on potential Year 2 Service Scenarios and related cost estimates to be considered in the development of a prospective contract extension to continue operating the service beyond the Pilot term, through Fiscal Year 2019 (June 30, 2020). The City Council directed staff to develop a Year 2 service that would expand service such that it provides enough coverage and reliability to enable a car-free lifestyle and expressed support for maintaining the existing citywide geographic boundary. As such, staff has worked closely with the Via team to design a Year 2 Service Scenario as part of the proposed contract amendment that would maintain a citywide boundary, but would expand operating hours to cover Sundays and Holidays, extend the start and end of service by one (1) hour, and grow the Metris fleet from 7 vehicles up to 11 vehicles, of which a total of 2 vans would be wheelchair accessible. The proposed expansions would support the City's goal of providing a reliable mobility option that enables car-free and car-lite lifestyles in the City, and broadly supports multiple social, economic, and environmental outcomes.

Key conditions and changes proposed as part of the FY 2019 Contract Extension include:

- Expansion of Hours of Operation and Vehicle Fleet (as described above)
- Extension of Performance Period through FY 2019 (June 30, 2020), rather than one (1) calendar year
- Fare Revenues to be immediately reinvested into Program to offset local costs (rather than City retention)
- Elimination of obsolete language and conditions related to SACOG Grant funding, UC Berkeley Performance Evaluation, and reference and treatment of project as a new service, "Pilot" or "Flexible Transportation Service"

With minor exceptions pending final contract negotiations, the Contract Extension, service plan and budget approach contained herein is recommended by staff. The recommended budget approach is detailed in the Budget/Cost Impact section below. At this time, City Council is requested to provide input to guide any desired modifications to the proposed Contract Extension, service plan, or budget approach in advance of returning on May 1, 2019 to request City Council's consideration of approval of a final Contract Extension package.

Environmental Considerations

A Notice of Exemption was filed with the County Clerk's Office. Per City Council action on January 17, 2018, this project was determined to be Categorically Exempt under Class 6, Guidelines Section 15306 (Information Collection) of CEQA because the project was initial focused on data collection, research and evaluation activities. When staff returns to Council on May 1, 2019, an appropriate recommendation will be made for Year 2.

Commission Recommendation

On March 4th, 2019 the Transportation, Mobility and Infrastructure (TMI) Commission moved to unanimously recommend that the City Council approve a contract extension with NoMad Transit LLC, a wholly owned subsidiary of Via Transportation Inc., for a second year of service, including the expansions described herein.

Strategic Plan Integration

This project directly advances the Top Priority 2019 Strategic Plan Policy Agenda item, "Via Renewal & Service Enhancement."

Alternatives

The Council's primary alternatives are:

1. Staff recommends that the City Council provide feedback on the proposed contract extension, service plan and budget approach to continue the West Sacramento On-Demand Rideshare Program through FY 2019 and direct staff to return May 1, 2019 with a final contract extension for Council consideration.
2. Council may elect not to consider this contract extension at this time and direct staff to return at a later date. This alternative is not recommended, as the current contract with NoMad Transit LLC expires on May 13, 2019. Delaying City Council feedback to advance a final contract extension for Council consideration of approval on May 1, 2019 would cause the West Sacramento On-Demand Rideshare Program to cease operations unless or until a contract extension was approved.

Coordination and Review

This report was prepared by the Public Works Transportation and Mobility Group and was coordinated with Via Transportation Inc. and the Administrative Services – Finance team.

Budget/Cost Impact

The total cost associated with approving the FY 2019 contract extension with NoMad Transit LLC to continue operations as proposed herein is not to exceed **\$2,020,000**. Expenses include up to \$1,905,000 toward the contract extension with NoMad Transit LLC (See Attachment 1, Exhibit C), which would include an (59) weeks of service operations, and up to \$115,000 to support approximately .3-.5 FTE in City staff time and materials.

A breakdown of anticipated costs are as follows:

Contract for Services with NoMad Transit LLC:	\$1,905,000
City Staff Time & Materials:	\$ 115,000
Total FY 19 Program Cost:	\$2,020,000

On May 1, 2019, staff intends to request an allocation of up to \$2,020,000 in Transportation Development Act (TDA) funds toward this contract extension. Exclusive of the estimated FY19/20 TDA allocation shown below, the City's current unrestricted TDA reserve balance is approximately \$5.2M. If the City Council approves staff's allocation request in May, the following impacts to the TDA Fund (Fund 202) budget would be expected:

Estimated FY19/20 TDA Allocation (Revenue):	Appx. \$3.3M <i>(\$2.8M LTF/\$.5M STA)</i>
Estimated FY19/20 TDA Claim (Expenses):	Appx. \$4.2M
<i>Proposed WS On-Demand Expenses</i>	<i>(Appx. \$2.02M)</i>
<i>Est. Yolobus Expenses*</i>	<i>(Appx. \$2.2M)</i>
Additional Funds Needed	(\$900,000)

* Yolobus expenses approximated based on FY 18/19 budget. Expenses shown assume no change to current network.

The \$900,000 shortfall above could be allocated from the \$5.2M reserve TDA fund. However, staff's ongoing coordination with YCTD's upcoming budget process and Comprehensive Operational Analysis (COA) may also identify operational streamlining opportunities that result in reduced FY 19/20 costs. Should cost savings from ongoing coordination of the Yolobus network occur, the requested FY 19/20 TDA Claim would be adjusted accordingly. Any remaining expenses are proposed to be funded by the TDA reserve funds, unless otherwise directed by City Council.

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ATTACHMENT(S)

- 1) DRAFT Contract Extension with NoMad Transit LLC
- 2) Redline DRAFT Contract Extension (excluding Exhibit B and Exhibit C)

ATTACHMENT 1

CONTRACT FOR SERVICES

THIS CONTRACT is made on May 14, 2019, by and between the CITY OF WEST SACRAMENTO ("City"), and Nomad Transit LLC ("Contractor"), a wholly owned subsidiary of Via Transportation, Inc. (collectively, the "Parties").

WITNESSETH:

WHEREAS, the City desires the provision of citywide public transportation services, including the technology, customer support and professional services for the design, marketing, operations and maintenance of the West Sacramento On-Demand Rideshare program (the "Program"); and,

WHEREAS, on January 17th, 2018, the City awarded a contract to NoMad Transit LLC, a wholly owned subsidiary of Via Transportation, Inc., for a one (1) year Pilot operation based on the Contractor's proposal submitted in response to the City's Request for Proposals dated May 26, 2017; and,

WHEREAS, the January 17th, 2018 executed agreement provided that, by mutual agreement, the Contract may be extended annually for a total of up to five (5) additional years; and,

WHEREAS, the Parties have mutually agreed upon changes to the terms of the Contract as defined herein and desire to extend service through Fiscal Year 2019, ending on June 30, 2020; and,

the Contractor, NoMad Transit LLC, is duly licensed, qualified and experienced to perform the services set forth in this Contract; and,

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. SCOPE OF SERVICES:

A. Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary to complete the services described in the Scope of Work which is attached hereto and incorporated herein by this reference as **Exhibit "A"** (the "Work"). This Contract and its exhibits shall be known as the Contract or the "Contract Documents." Terms set forth in any Contract Document shall be deemed to be incorporated in all Contract Documents as if set forth in full therein. In the event of conflict between terms contained in these Contract Documents, the more specific term shall control. If any portion of the Contract Documents shall be in conflict with any other portion, provisions contained in the Contract shall govern over conflicting provisions contained in the exhibits to the Contract.

B. Contractor enters into this Contract as an independent contractor and not as an employee of the City. The Contractor shall have no power or authority by this Contract to bind the City in any respect. Nothing in this Contract shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors,

subconsultants or subcontractors hired or retained by the Contractor are employees, agents, contractors, subconsultants or subcontractors of the Contractor and not of the City. The City shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors, subconsultants or subcontractors, or any other person resulting from performance of this Contract.

C. The Contractor agrees it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.

2. PERFORMANCE PERIOD:

A. The services of Contractor are to commence immediately upon execution of this Contract and terminate on June 30, 2020, and shall be undertaken and completed in accordance with the service parameters set forth by **Exhibit "A"** and the Schedule of Performance attached hereto and incorporated herein by this reference as **Exhibit "B"**.

B. Contractor's failure to complete work in accordance with the Schedule of Performance may result in delayed compensation as described in Section 4.

C. By mutual agreement, this Contract may be extended annually for a total of up to four (4) additional years. Each party may condition this Contract's extension on certain changes to the then-effective terms. Furthermore, City may condition extensions on Contractor meeting performance benchmarks and the availability of funds.

3. CHANGES IN SERVICE:

Contractor shall perform all services in accordance with the Schedule of Performance set forth in **Exhibit "B"**; however, the Parties acknowledge that the nature of the service is dynamic and subject to potential changes to maximize ridership, reduce costs, and/or enhance mobility. The Parties shall meet periodically, in accordance with the Scope of Work, to determine whether adjustments should be made to the Schedule of Performance or to the Program service parameters. Upon agreement of the Parties, the services may be modified. City staff has the right to determine whether a particular modification requires City approval. The Contractor shall provide such information as City staff requires in connection with any request for a modification. Under no circumstance will the cost of the Contract exceed the maximum compensation set forth in Section 4.

4. COMPENSATION:

A. The Contractor shall be paid monthly in arrears for the actual fees, costs and expenses, including but not limited to purchased transportation services, and otherwise as set forth in the Schedule of Fees, but in no event shall total compensation exceed one million, nine hundred and five thousand (\$1,905,000) dollars, without City's prior written approval. Contractor's fees shall be as specified in the Schedule of Fees, which is attached hereto and incorporated herein as **Exhibit "C"**.

B. Said amounts shall be paid by City upon submittal of Contractor's monthly invoices provided in accordance with Task 1.3, and in no event later than 30 days from its receipt thereof, subject to the following sentence. If Contractor's performance is not in conformity with the Schedule of Performance, payments may be delayed or denied, unless the Contractor's failure to perform in conformity with the Schedule of Performance is a documented result of the City's failure to conform with the Schedule of Performance or other Contract Documents, or if the Schedule of Performance is modified pursuant to Section 3.

C. Payment for labor shall be based upon the amounts computed by multiplying the appropriate hourly rates set forth in the Schedule of Fees by the number of direct labor hours performed, which rates shall include wages, overhead, general and administrative expenses. Fractional parts of an hour shall be payable on a prorated basis. The hourly rates specified in this contract are the rates at which the City shall be invoiced for labor hereunder and are not necessarily the rates which Contractor shall pay its employees.

D. Payment for materials shall be based upon the allowable costs of direct materials as substantiated in accordance with standard accounting practices. Reasonable and allocable material handling costs may be included in the charge for material at cost to the extent they are clearly excluded from hourly rates. Contractor shall support all material costs claimed by submitting paid invoices, receipts or by other substantiation acceptable to the City. Direct materials are defined as those materials which enter directly into the end work product or deliverables, or which are used or consumed directly in connection with the furnishing of said deliverables.

E. Payment for purchased transportation services shall be reimbursed to the Contractor based upon the actual transportation services rendered by Transportation Network Company (TNC) driver partners independently contracted by the Contractor or subcontracted Wheelchair Accessible Vehicle (WAV) services and shall include wages and driver acquisition incentives owed to TNC and WAV driver partners, and overhead costs such as insurance, storage, maintenance and repair of the Metris fleet vehicles, subsidies for promotional fares, and costs associated with driver-related compliance. Costs may range due to incentive-based compensation and promotions intended to acquire, retain and/or operationalize drivers and riders of the West Sacramento On-Demand Rideshare service. All purchased transportation costs will be substantiated to the City in monthly billings.

F. If the work is halted at the request of the City, compensation shall be based upon the proportion that the work performed bears to the total work required by this Contract, subject to Section 5.

G. During the term of the Contract, all revenues collected from the Program shall be directly reinvested by the Contractor into the ongoing operation and/or City approved expansions of the Program. On a monthly basis, Contractor shall report to the City all revenues collected from and expended toward the Program. This should be indicated on monthly invoices and all expenses shall be documented. At the expiration or

earlier termination of the Contract, all unspent service revenue remaining with the Contractor shall be remitted to the City within sixty (60) days.

5. TERMINATION:

A. This Contract may be terminated by either party, provided that the other party is given not less than ninety (90) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate.

B. The City may temporarily suspend this Contract, at no additional cost to City, provided that the Contractor is given reasonable advance written notice of temporary suspension. If City gives such notice of temporary suspension, Contractor shall immediately suspend its activities under this Contract. If such suspension(s) exceed seven (7) consecutive days or 14 days in the aggregate over the course of this Contract, (i) Contractor shall be compensated as set forth in Exhibit "C" and (ii) Contractor may, at its discretion, terminate this Contract with immediate effect at any time thereafter by written notice to the City.

C. Notwithstanding any provisions of this Contract, Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by Contractor, and the City may withhold any payments due to Contractor (up to the maximum possible amount of damages) until such time as the exact amount of damages, if any, due to the City from Contractor is determined.

D. In the event of termination, the Contractor shall be compensated as provided for in this Contract (including the Schedule of Fees), except as provided in Section 5C.

6. AMENDMENTS, CHANGES OR MODIFICATIONS:

Amendments, changes or modifications in the terms of this Contract may be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.

7. EXTENSIONS OF TIME:

Contractor may, for good cause, request extensions of time to perform the services required hereunder. Such extensions shall be authorized in advance by the City in writing and shall be incorporated in written amendments to this Contract or the attached Scope of Work in the manner provided in Section 4 and Section 6.

8. COMPLIANCE WITH LAWS:

A. Contractor shall comply with all applicable laws, ordinances, and codes of federal, State and local governments, shall commit no trespass on any public or private property in performing any of the work authorized by this Contract, and shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable

federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Contract or the materials used or which in any way affect the conduct of the work.

B. Contractor acknowledges that state-administered local funds contribute to or comprise the compensation for the services set forth in this Contract. Contractor agrees to comply with all applicable terms of those funding sources, including but not limited to relevant federal, state and local laws and requirements.

9. WARRANTIES AND RESPONSIBILITIES – CONTRACTOR:

A. Contractor agrees and represents that it is qualified to properly provide the services set forth in **Exhibit "A"** in a manner which is consistent with the generally accepted standards of Contractor's profession and warrants to the City that it is licensed by all applicable governmental bodies to perform this Contract and will remain so licensed throughout the progress of the Work, and that it has, and will have, throughout the progress of the Work, the necessary experience, skill and financial resources to enable it to perform this Contract.

B. Contractor agrees and represents that the work performed under this Contract shall be in accordance with applicable federal, State and local law in accordance with Section 8A hereof.

C. Contractor shall designate a project manager who at all times shall represent the Contractor before the City on all matters relating to this Contract. The project manager shall continue in such capacity unless and until he or she is removed by mutual agreement of the Parties, is no longer employed by Contractor, or is replaced with the written approval of the City, which approval shall not be unreasonably withheld.

D. Contractor shall provide corrective services without charge to the City for services which fail to meet the above professional and legal standards and which are reported to Contractor in writing within sixty (60) days of discovery. Should Contractor materially fail or refuse to perform promptly its obligations, and fail to cure the breach within thirty (30) days of notice received from the City, the City may render or undertake performance thereof in a commercially reasonable manner and Contractor shall be liable for any reasonable expenses thereby incurred by City, minus the fees and expenses Contractor would otherwise have been paid by City to Contractor for such performance in accordance with the Schedule of Fees.

10. SUBCONTRACTING:

A. None of the services covered by this Contract shall be subcontracted without the prior written consent of the City, which will not be unreasonably withheld. The City hereby consents to the following types of entities or individuals as permissible subconsultants or subcontractors of Contractor (referred to herein as "subconsultants" or "subcontractors"): (i) independent contractor driver partners of Contractor; (ii) vehicle supply partners of Contractor offering vehicle leasing options to such driver partners; (iii)

third-party technology vendors offering solutions integrated by Contractor into its technology solution or otherwise used by Contractor; and (iv) WAV service providers. Notwithstanding the foregoing, none of the entities or individuals described under clauses (i), (ii) or (iii) above shall be subject (as subcontractors, subconsultants, contractors or otherwise) to the provisions of Sections 12 and 21 of this Contract.

B. Contractor shall ensure that any independent contractor driver partner retained for driving services shall conduct background checks prior to registering each driver partner on its ridesharing platform, and reject the application of any applicant whose background check flags any of the offenses mandating rejection pursuant to Section 5445.2 of the Public Utilities Code. Contractor shall further ensure that any independent contractor driver partner obtain and maintain the insurance set forth in Section 15.B.3.c for the duration of the Program. Contractor's failure to comply with the provisions of this section shall constitute negligence.

C. Contractor's obligation to pay its subconsultant(s) and subcontractor(s) is an independent obligation from City's obligation to make payments to the Contractor.

11. ASSIGNABILITY:

Contractor shall not assign or transfer any interest in this Contract whether by assignment or novation, without the prior written consent of the City which will not be unreasonably withheld. However, claims for money due or to become due to Contractor from the City under this Contract may be assigned to a financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the City. The City shall not assign or transfer any interest in this Contract whether by assignment or novation, without the prior written consent of Contractor which will not be unreasonably withheld.

12. INTEREST IN CONTRACT:

Contractor covenants that neither it, nor any of its employees, agents, contractors, subconsultants or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Contract, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the City's conflict of interest code in accordance with the category designated by the City, unless the City Manager determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the City code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the City conflict of interest code if, at any time after the execution of this Contract, City determines and notifies Contractor in writing that Contractor's duties under this Contract warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the City.

13. LIABILITY OF CONTRACTOR-NEGLIGENCE:

Contractor shall be responsible for performing the work under this Contract in a manner which is consistent with the generally-accepted standards of the Contractor's profession and shall be liable for its own negligence and the negligent acts of its employees, agents, contractors, subconsultants and subcontractors. The City shall have no right of control over the manner in which the work is to be done but only as to its outcome, and shall not be charged with the responsibility of preventing risk to Contractor or its employees, agents, contractors, subconsultants or subcontractors.

14. INDEMNITY AND LITIGATION COSTS:

A. Contractor shall indemnify, defend, and hold harmless the City, its officers, officials, agents, and employees against all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable, documented attorneys' fees, to the extent arising from Contractor's negligent acts or negligent failure to act, errors, omissions or willful misconduct incident to the performance of this Contract, except to the extent such loss or damage is caused by the negligence or willful misconduct of the City. The provisions of this paragraph shall survive termination or suspension of this Contract.

B. Contractor shall indemnify, defend, and hold harmless the City, its officers, officials, agents, and employees against all claims, damages, demands, liability, costs, losses and expenses up to \$7,000,000.00 or the limit of the Contractor's insurance coverage (whichever is the greater amount), including without limitation court costs and reasonable, documented attorneys' fees, to the extent arising from the negligent acts or negligent failure to act, errors, omissions or willful misconduct incident to the performance of this Contract of any of Contractor's subconsultants and subcontractors, except such loss or damage to the extent caused by the negligence or willful misconduct of the City. The provisions of this paragraph shall survive termination or suspension of this Contract.

C. Contractor's duty to indemnify, hold harmless, and defend under this Contract shall include payment for all reasonable, documented costs and expenses associated with providing City a defense regardless of whether Contractor remains in control of such defense or City elects to control its defense by selecting supervising its own attorney.

D. If any of the provisions to indemnify a party against liability, loss or damage would be prohibited by or unenforceable under the law of the State of California for any reason, the indemnity provided by such provision shall be deemed to be limited to and operative only to the maximum extent permitted by law. The provisions of this subsection shall under no circumstances be interpreted as limiting in any manner the obligations of any insurer under any insurance policy maintained in accordance with the terms of this Contract.

15. CONTRACTOR TO PROVIDE INSURANCE:

A. Contractor shall not commence any work before obtaining, and shall maintain in force at all times during the duration and performance of this Contract, the

policies of insurance specified in this Section, either in its own name or in the name of its parent entity, under which Contractor is an additional insured. Such insurance must have the approval of the City (not to be unreasonably withheld) as to limit, form, and amount, and shall be placed with insurers with a current A.M. Best's rating of no less than A VII (an NR rating is acceptable for Worker's Compensation insurance written with the State Compensation Insurance Fund of California).

B. Prior to execution of this Contract and prior to commencement of any work, the Contractor shall furnish the City with certificates of insurance and copies of endorsements providing evidence of coverage for all policies required by the Contract. The Contractor and its contractors, subconsultants and subcontractors (as applicable) shall, at their expense, maintain in effect at all times during the performance of work under the Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers and under forms of policy complying with the requirements herein. The maintenance by Contractor and its contractors, subconsultants and subcontractors (as applicable) of the following coverage and limits of insurance is a material element of this Contract. The failure of Contractor or of any of its contractors, subconsultants or subcontractors (as applicable) to maintain or renew coverage or to provide evidence of renewal may be treated by the City as a material breach of this Contract. Approval of the insurance by the City shall not relieve or decrease any liability of Contractor. Notwithstanding the foregoing, if the Contractor maintains in full force the policies of insurance specified in this Section such that their scope covers the work subcontracted to entities (i), (ii), or (iii) as defined in Section 10A, then said entities (i), (ii), or (iii) need not be subject to the provisions this Section.

1. Worker's Compensation and Employer's Liability Insurance

- a. Worker's Compensation - Insurance to protect the Contractor, its employees, contractors, subconsultants and subcontractors (as applicable) from all claims under Worker's Compensation and Employer's Liability Acts, including Longshoremen's and Harbor Worker's Act ("Acts"), if applicable. Such coverage shall be maintained, in type and amount, in strict compliance with all applicable state and Federal statutes and regulations.
- b. Contractor shall provide a Waiver of Subrogation endorsement in favor of the City, its officers, officials, employees, agents and volunteers for losses arising from work performed by the Contractor.

2. Commercial General Liability Insurance

- a. The insurance shall be provided on form CG0001, or its equivalent, and shall include coverage for claims for bodily injury or property damage arising out of premises/operations, products/completed operations, contractual liability, and subconsultant's work and personal and advertising injury resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly

or indirectly employed by the insured. The amount of insurance coverage shall not be less than **\$1,000,000.00** per occurrence and **\$2,000,000** in the aggregate.

b. The commercial general liability insurance shall also include the following:

i. Endorsement equivalent to CG 2010 1185 naming the City, its officers, officials, employees, agents, and volunteers as additional insureds. The endorsement shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.

ii. Endorsement stating insurance provided to the City shall be primary as respects the City, its officers, officials, employees and any insurance or self insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it, to the payment or satisfaction of any defense expenses, loss, or judgment.

iii. Provision or endorsement stating that the Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

3. Commercial Automobile Insurance

a. The insurance shall include, but shall not be limited to, coverage for claims for bodily injury or property damage for owned, non-owned, and hired automobiles resulting from actions, failures to act, or operations of the insured, or by its employees agents, independent contractor driver partners, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than **\$1,000,000.00** per accident.

b. The commercial automobile insurance shall include the same endorsements required for the commercial general liability policy (see Section 15.B.2.b).

c. Notwithstanding the foregoing, independent contractor driver partners shall maintain insurance coverage in accordance with state law, including all insurance requirements for Transportation Network Company (TNC) drivers set forth by the California Public Utilities Commission.

4. **Professional Liability.** The Contractor and its contractors, subconsultants and subcontractors shall secure and maintain in full force, during the term of this Contract and for five years thereafter, professional liability insurance policies appropriate to the respective professions and the work to be performed as specified in this Contract. The limits of such professional liability insurance coverage shall not be less than **\$1,000,000** per claim.

C. In addition to any other remedy the City may have, if Contractor fails to maintain the insurance coverage as required in this Section, the City may obtain such insurance coverage as is not being maintained, in form and amount substantially the same as is required herein, and the City may deduct the cost of such insurance from any amounts due or which may become due Contractor under this Contract.

D. No policy required by this Contract shall be suspended, cancelled, terminated by either party, or reduced in coverage or in limits unless Contractor has provided thirty (30) days prior written notice by certified mail, return receipt requested, to the City.

E. The requirement as to types, limits, and the City's approval of insurance coverage to be maintained by Contractor are not intended to, and shall not in any manner, limit or qualify the liabilities and obligations assumed by Contractor under the Contract.

16. REBATES, KICKBACKS OR OTHER UNLAWFUL CONSIDERATION:

A. Contractor warrants that this contract was not obtained or secured through rebates kickbacks or other unlawful consideration, either promised or paid to any City employee. For breach or violation of this warranty, City shall have the right in its discretion to: terminate the contract without liability; to pay only for the value of the work actually performed; or to deduct from the contract price; or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.

17. LOBBYING PROHIBITION:

Contractor certifies to the best of his or her knowledge and belief that:

A. No state, federal or local agency appropriated funds have been paid, or will be paid by or on behalf of Contractor to any person for influencing or attempting to influence an officer or employee of any state or federal agency; a Member of the State Legislature or United States Congress; an officer or employee of the Legislature or Congress; or any employee of a Member of the Legislature or Congress, in connection with the awarding of any state or federal contract; the making of any state or federal grant; the making of any state or federal loan; the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state or federal contract, grant, loan, or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid, or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency; a Member of Congress; an officer or employee of Congress, or an employee of a Member of Congress; in connection with this federal contract, grant, loan, or cooperative agreement; Contractor shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

C. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is

a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

D. Contractor also agrees by signing this document that he or she shall require that the language of this certification be included in all lower-tier subcontracts, which exceed \$100,000 and that all such sub recipients shall certify and disclose accordingly.

18. STATEMENT OF COMPLIANCE – NONDISCRIMINATION:

A. Contractor's signature affixed herein, and dated, shall constitute a certification under penalty of perjury under the laws of the State of California that Contractor has, unless exempt, complied with, the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.

B. During the performance of this Contract, Contractor and its subconsultants shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subconsultants shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subconsultants shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Contract by reference and made a part hereof as if set forth in full. Contractor and its subconsultants shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

C. The Contractor shall comply with regulations relative to Title VI (nondiscrimination in federally-assisted programs of the Department of Transportation - Title 49 Code of Federal Regulations, Part 21 - Effectuation of Title VI of the 1964 Civil Rights Act). Title VI provides that the recipients of federal assistance will implement and maintain a policy of nondiscrimination in which no person in the state of California shall, on the basis of race, color, national origin, religion, sex, age, disability, be excluded from participation in, denied the benefits of or subject to discrimination under any program or activity by the recipients of federal assistance or their assignees and successors in interest.

D. The Contractor, with regard to the work performed by it during the Contract shall act in accordance with Title VI. Specifically, the Contractor shall not discriminate on the basis of race, color, national origin, religion, sex, age, or disability in the selection and retention of Subconsultants, including procurement of materials and leases of equipment.

The Contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the U.S. DOT's Regulations, including employment practices when the Contract covers a program whose goal is employment.

19. DEBARMENT AND SUSPENSION CERTIFICATION:

A. Contractor 's signature affixed herein, shall constitute a certification under penalty of perjury under the laws of the State of California, that Contractor has complied with Title 2 CFR, Part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (nonprocurement)", which certifies that he/she or any person associated therewith in the capacity of owner, partner, director, officer, or manager, is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; has not been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three (3) years; does not have a proposed debarment pending; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years. Any exceptions to this certification must be disclosed to City.

B. Exceptions will not necessarily result in denial of recommendation for award, but will be considered in determining Contractor responsibility. Disclosures must indicate to whom exceptions apply, initiating agency, and dates of action.

C. Exceptions to the Federal Government Excluded Parties List System maintained by the General Services Administration are to be determined by the Federal highway Administration.

20. FUNDING REQUIREMENTS:

A. It is mutually understood between the parties that this Contract may have been written before ascertaining the availability of funds or appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays that would occur if the contract were executed after that determination was made.

B. This Contract is valid and enforceable only, if sufficient funds are made available to City for the purpose of this Contract. In addition, this contract is subject to any additional restrictions, limitations, conditions, or any statute enacted by the Congress, State Legislature, or City governing board that may affect the provisions, terms, or funding of this contract in any manner.

C. It is mutually agreed that if sufficient funds are not appropriated, this Contract may be amended to reflect any reduction in funds, provided that Contractor may terminate the Contract if it determines the remaining funds are not sufficient to perform the Work. In no event shall Contractor be obligated to perform any work for which City has not appropriated funds corresponding to Contractor's compensation hereunder. The City acknowledges that, in the event of a reduction in funds, the Program performance standards and service parameters will need to be readjusted accordingly.

D. City has the option to void the Contract under the termination clause, or by mutual agreement to amend the Contract to reflect any reduction of funds.

21. INSPECTION OF WORK:

Contractor and any subconsultant shall permit City, the state, and the Federal Highway Administration to review and inspect the project activities at all reasonable times during the performance period of this contract.

22. OWNERSHIP OF DATA; INTELLECTUAL PROPERTY:

A. Contractor will perform the Work utilizing its software applications, as described in the Scope of Work. Notwithstanding anything to the contrary herein, all intellectual property rights in and to Contractor's software applications, the other elements of Contractor's cloud-based solution and all of their derivative works and improvements are owned by, and are proprietary to Contractor, and no such rights are or shall be granted to or transferred to City or any other person or entity.

B. It is mutually agreed that all intellectual property rights in and to the information input by or on behalf of passengers into Contractor's solutions for purposes of the Program ("Customer Data") are co-owned by the City and Contractor. Customer Data excludes de-identified, anonymized and/or aggregated data generated from the use of Contractor's solutions or created by Contractor. For the avoidance of doubt, Contractor may, and is hereby granted the right to, access, modify, and use the Customer Data, including for purposes of performing Contractor's obligations under this Contract and/or to improve its product and services offerings. The City may not use Customer Data or any other data generated from the Work to reverse engineer Contractor's solutions or algorithms or share such data with Contractor's competitors. Contractor may not use of any Customer Data, including de-identified, anonymized and/or aggregated data for purposes other than those identified herein without fully disclosing and obtaining approval from the City. The exchange or sale of any Customer Data or other operations-related data produced by the West Sacramento On-Demand Rideshare program must be authorized by the City and may be subject to negotiated terms of agreement.

C. Notwithstanding anything to the contrary herein, Contractor is not liable for claims, liabilities, or losses arising out of, or connected with the modification, or misuse by City of the machine-readable information and data provided by Contractor under this contract; further, Contractor is not liable for claims, liabilities, or losses arising out of, or connected with any use by City of the project documentation on other projects for additions to this project, or for the completion of this project by others, except only such use as may be authorized in writing by Contractor.

23. MATERIALS CONFIDENTIAL:

A. All financial, statistical, personal, technical, or other data and information relative to City's operations, which are designated confidential by City and made available to Contractor in order to carry out this contract, shall be protected by Contractor from unauthorized use and disclosure, other than to Contractor's own personnel involved in the performance of this contract, Contractor's subconsultants or subcontractors, at public hearings or in response to questions from a Legislative committee, or otherwise to the extent required by applicable law.

B. Contractor shall not comment publicly to the press or any other media regarding the contract or City's actions on the same, except to City's staff, Contractor's own personnel involved in the performance of this contract, Contractor's subconsultants or subcontractors, at public hearings or in response to questions from a Legislative committee, or otherwise to the extent required by applicable law.

C. Notwithstanding the terms of Section 23.B, the Parties shall have the right to mention this Contract and related performance metrics in future marketing and promotional materials, subject to the terms set forth in Section 23.A.

D. The City is subject to the California Public Records Act ("PRA"). In the event that the City receives a PRA request for any record prepared by Contractor during the performance of this Contract, the City will endeavor to provide Contractor timely notice of such a request to enable Contractor to protect its confidential information under any applicable exemption for trade secrets, including by seeking a protective order, to the extent possible under applicable law. In the absence of such a request, the City shall protect the confidentiality of all information and data provided or made available by Contractor (including Customer Data) and shall not publish or disclose it to any person or entity other than City's staff who need to know such information for the purpose of the performance of their duties and to the extent required by applicable law.

24. MISCELLANEOUS PROVISIONS:

A. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.

B. Contractor shall maintain and make available for inspection by the City and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time with reasonable notice, until six (6) months after the final payments under this Contract are made to the Contractor.

C. This Contract constitutes the entire agreement between the parties relative to the services specified herein and no modification hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Contract. There are no understandings, agreements, conditions, representations, warranties or

promises, with respect to this Contract, except those contained in or referred to in the writing. Notwithstanding the foregoing, the Contract for Services dated as of January 17, 2018 by and between the Parties shall survive only with respect to services provided thereunder prior to the date hereof, and is otherwise superseded by this Contract.

D. All notices that are required to be given by one party to the other under this Contract shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope and deposited in a United States Post Office for delivery by registered or certified mail addressed to the parties at the following addresses:

City: 1110 W Capitol Ave, 1st Floor
West Sacramento, CA 95691
Attention: Sarah Strand, Transportation Division

Contractor: 95 Morton Street, Floor 3
New York, NY 10014
Attention: Legal Affairs

E. This Contract shall be interpreted and governed by the laws of the State of California.

F. Any action arising out of this Contract shall be brought and maintained in Yolo County California, regardless of where else venue may lie.

G. In any action brought by either party to enforce the terms of this Contract, each party shall bear responsibility for its attorney's fees and all costs regardless of whether one party is determined to be the prevailing party.

CITY OF WEST SACRAMENTO:

By: _____
Title: _____

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

CONTRACTOR:

By: _____
Title: _____

EXHIBIT A

FY 2019 SCOPE OF WORK

The West Sacramento On-Demand Rideshare program (the "Program") is a citywide public transportation service providing a fully dynamic, on-demand shared rides for an affordable, flat fare. The Scope of Work described herein is modified based upon the Program's first year of operation, formerly referred to as the Pilot Flexible Transportation Service (the "Pilot").

The goals of the Pilot were to test, study and evaluate the performance of the service based upon overall ridership, user feedback, estimated reductions in vehicle miles travelled, increases in multi-modal linked trips, impacts to or synergies with other existing mobility services, and other social and environmental impacts. Based on the initial Pilot performance, the City exercised an option to extend the Contract for Service, including operational expansions of service as defined herein, through June 30, 2020.

The Contractor will leverage proprietary technology to assist in the design, marketing, deployment, operations and maintenance of the Program. The Program is intended to be flexible, allowing the network to dynamically adapt and respond to demand in real-time by using optimized routes and maximizing passengers per vehicle and per trip. Regular performance monitoring and reporting will be used to assess operations and allow for mutually agreed upon adjustments to the service at any time during the Contract term to bolster awareness, ridership, or accommodate new or shifting demand, subject to City approval.

Task 1. Project Management & Service Planning

Task 1.1 Detailed Work Plan

The Contractor will prepare and maintain a detailed work plan in accordance with any major milestones and deadlines set forth in Exhibit B Schedule of Performance to be submitted for approval by the City Project Manager no later than 15 business days following the execution of the FY 2019 contract extension. The primary purpose of this task will be to develop a schedule for the program expansion, including setting goals and deadlines by which the Program hours of operation will be fully expanded and the fleet supply will be increased to a total of eleven (11) Metris vans, inclusive of at least two (2) WAV Metris vans, and any other product features mutually agreed upon by the Contractor and the City.

Deliverables:

- Detailed Work Plan

Task 1.2 Regular Staff Briefings

The Contractor Project Manager shall conduct and schedule regular staff briefings ("briefings"), by phone or in person, to report on Program performance, completed tasks, deliverables, and all issues encountered and resolved during the period since the previous briefing, with an

explanation and revised schedule for any unmet tasks and/or deliverables. The briefing shall also provide an overview of activities and expected deliverables for the upcoming 1-month period. Briefings will occur no less than weekly for the duration of the four (4) weeks leading up to, and for 4 weeks following, the Service Expansion phase immediately following the execution of the FY 2019 contract extension, unless otherwise agreed upon by the City Project Manager. Upon fully implementing the expanded level of service defined herein, and for the remainder of the term of the Contract, Contractor shall provide bi-weekly briefings to the City Project Manager, unless otherwise agreed upon by the City Project Manager.

Deliverables:

- Weekly and Bi-Weekly meetings
- Meeting agendas, notes, and action items

Task 1.3 Monthly Invoicing

The Contractor shall submit to the City Project Manager invoices monthly on the 15th of each month (or the next business day if a weekend or holiday), to include expenses for the preceding month, with the billing period beginning and ending in the same calendar month. Monthly invoices will be billed in accordance with the fee schedule included as **Exhibit C**.

Invoices shall include all receipts for authorized materials, Subconsultant invoices and itemized costs by task monthly, including identification of each employee or Subconsultant staff that provided services during the period of the invoice, the date of work performed, the number of hours worked, the hourly rates for each Contractor or Subconsultant staff, and documentation for Driver Hours, Service Hours being charged. Invoices must also record ongoing and monthly revenues from fares and expenses billed against revenues and against the contract amount payable.

Deliverables:

- Monthly Invoices
- Supporting Billing Documentation

Task 1.4 General Project Management

Contractor will take responsibility for project management on a continuous basis during the course of the project and will designate a Project Manager in accordance with Section 9C of the Contract to coordinate all required deliverables and perform all work described herein. The Contractor Project Manager will be empowered to enact decisions related to the project on the Contractor's behalf and will serve as the primary point of contact with the City Project Manager on an ongoing basis. The Contractor shall oversee Subconsultant activities and will ensure that all subcontracted staff performing tasks have the appropriate skill levels and credentials.

Contractor Project Manager, or his designee, shall commit to attending in-person at least (3) City Council meetings or major Program-related events over the term of the Contract to provide staff support at key milestones. The City will give the Contractor at least four (4) weeks advance notice of such events. The City will also designate a Project Manager to be the primary point of contact

with Contractor throughout the Program duration. The Contractor shall keep the City Project Manager abreast of all coordination related to the Program with outside agencies with a direct connection to the City or project funding, including both governmental agencies and private organizations, prior to any meeting with any such outside agency or organization.

In addition, the Contractor will appoint members to a project team, including a Local Field Manager, to assist in ongoing operations and expansion of service, including personnel with expertise in service scoping, operations, driver onboarding, fleet maintenance, marketing, and data analytics. Leading up to the launch of, and during the course of the Contract, the Contractor's project team, led by its Project Manager, will be closely engaged with the City in order to ensure that key project deliverables are provided in a timely manner, that learnings from the Program operations are continually incorporated into its optimization, and that the Program continues to demonstrate satisfactory performance.

Deliverables:

- Attendance at minimum (3) Council meetings or other major Program-related events
- Onsite and remote support including regular calls
- Management and oversight for subcontracts
- General project management

Task 2. FY 2019 Service Planning & Parameters

Task 2.1 Service & Supply Planning

Contractor will perform all planning and work necessary to continue ongoing operations of the Program and to implement Council-approved expansions of hours of operation and fleet supply, including updates related to the Via technology platform and related rider and driver apps, and the coordination of the delivery and integration of additional vehicles to be operated on the platform in West Sacramento. This may include coordination on additional product features, as made available by the Via product team.

Service Parameters

Decisions to change key parameters will be made collaboratively, and Contractor will work with the City to continuously adjust and optimize the system's features and settings in order to ensure that it supports growing ridership and a high quality customer experience. As such, the Baseline Service Parameters defined below may be re-defined or adjusted by mutual agreement between the City and Contractor during the contract term. Any changes to the Service Parameters described herein will be subject to authorization by the City, in the manner deemed fit by the City, as further outlined in Section 3 of the Contract.

Coverage Area

The Program will include the entire City as defined by the City boundary, barring those areas deemed inaccessible or infeasible as mutually agreed upon by Contractor and City, such as gated areas around commercial or governmental sites.

Wheelchair Accessible Vehicles (WAV) & Mobility Limited Riders

Contractor will continue to implement a WAV fleet plan that satisfies relevant federal regulations or funding requirements - including the equal provision of service to riders of all physical means. To fulfill this goal, Contractor shall cause to be deployed no less than two (2) dedicated WAV fleet vehicles out of a total eleven (11) dedicated Mercedes Benz fleet. To the greatest extent feasible, all WAV vehicles should seek to provide an equivalent user experience for people using wheelchairs as riders booking rides on non-WAV fleet vehicles, including ETA's and vehicle branding.

Riders indicate their need for a WAV vehicle in the Via app or by calling the Customer Support Line to request that a Dispatcher record WAV support as an ongoing setting on their account. By having the WAV setting enabled on their account, the system will be prompted to dispatch an appropriate vehicle each time the rider makes a request.

Riders with limited mobility shall be eligible to request "Door-to-Door" service rather than utilize a virtual stop if they meet eligibility criteria set forth by the City. The intent of providing "Door-to-Door" service is to ensure equitable access for users of all abilities. "Door-to-Door" shall be defined to mean the closest reasonable curb, driveway, or parking area available to limit the distance required for the rider to access the vehicle, as deemed feasible and safe by the driver partner. "Door-to-Door" shall not be misconstrued to mean that driver partners will be required to assist riders to or from their door or into their home or destination. Upon request at the Contractor's discretion, driver partners may aid riders in loading or unloading items of riders.

No later than June 1, 2019, Contractor shall implement a system feature enabling the customization of rider profiles which will allow dispatchers to record the need for ongoing need for "Door-to-Door" service on a rider's account, such that riders are not required to request it each time they request a ride. This feature will include seamless routing and navigation of driver partners to and from "Door-to-Door" ride request addresses.

Contractor shall ensure that any drivers providing WAV service as part of the Program will be trained to operate WAV vehicles and equipment safely, as well as to properly assist and treat individuals with disabilities in a courteous and respectful manner.

In the event that a WAV vehicle is unavailable to operate on the platform due to repairs or regular maintenance, and such that the vehicles absence would result in a lower level of service for WAV riders, the Contractor shall identify and subcontract with wheelchair accessible vehicle (WAV) providers to maintain an equal provision of service. Said subcontractors shall have personnel that are trained to operate wheelchair accessible vehicles and equipment safely and to assist and treat individuals with disabilities in a respectful and courteous way, with appropriate attention to the difference among individuals with disabilities.

Payment Option for Unbanked Users

The Via system currently allows users to download the Via app and pay for service directly through the app using a credit card or other stored value card. The Contractor shall work closely with the City to continue to explore and implement enhanced payment options for unbanked users.

Phone Booking Option

Via's technology is configured to allow a dispatcher to book rides on behalf of riders, allowing users of all technological abilities and access levels to enjoy the same level of service as those with a smartphone (except for the experience and convenience that is specific to in-app ride ordering and tracking). The Contractor shall continue to provide as a feature of the Program a phone number and at least one (1) fully dedicated dispatchers to book and coordinate rides for users without smartphones and provide customer support during all hours of operation. Contractor shall keep the City Project Manager fully abreast of any changes in cost or the level of service (i.e. number of FTE's) associated with the provision of the Program customer service support line.

Additionally, while Via does not currently support web bookings, this feature may be operational before or during the course of the contract term, in which case the web booking feature would be made available to the City by the Contractor as part of the Program service at no additional cost.

Customer Service

The Contractor shall provide high-quality customer service to both customers and driver partners during the course of the contract term. If an issue arises for a customer or driver before, during, or after a ride, parties will be able to reach Customer Support staff by text message in real time, or by submitting an email ticket, which will be replied to promptly by Contractor staff. Riders who booked using the dedicated phone line will be able to receive phone support as required.

[The Contractor will work closely with the City to ensure that a "Passenger Policy" clearly defines the rules and responsibilities of riders utilizing the Program, as well as any penalties for failure to comply with said rules. Upon mutual agreement between the Contractor and City, the Passenger Policy shall be posted to the City's Program webpage and shall be made available in hardcopy to anyone who requests a copy.]

Hours of Operation

On May 20th, 2019, or another date agreed upon in writing by the City Project Manager, the Contractor will implement the expanded Program Hours of Operation to operate weekdays from 6am to 11pm, including Holidays, and will continue to operate on Saturdays from 9am to 10pm. On August 19, 2019, the Contractor will expand Program Hours of Operation to include Sundays from 9a-10p. The City and Contractor may mutually agree to temporarily or permanently adjust hours of operation based on demand data gathered during contract term, subject to City approval.

Fare Structure

It is the intent of the Program to provide a consistent, flat-fare transportation service that enables community members of all incomes to access a convenient, high quality mobility option. The consumer cost to take a ride using the Program shall be as follows in the fare structure below, unless otherwise mutually agreed and approved by the City:

- Regular Fare per Trip: \$3.50
- Weekly ViaPass: \$15 per week, starting the day of the first trip used. Offers up to 4 trips per day, each operational day of the week.
- Senior & Disabled Rider Discount: Riders who are eligible for and submit the necessary documentation to receive this discount shall receive 50% off all standard fares, including Weekly ViaPass.
- Discounts & Promotions: Contractor shall coordinate any and all discounts or promotions with the City. Discounts and promotions shall be mutually agreed upon by the Parties to ensure that the total cost of the Program does not exceed the contract amount payable.

Any changes to the fare structure will be data driven and with the intention of making the Program as efficient and cost-effective as possible while retaining a high-quality customer experience and service accessibility. The City will retain full authority to approve any changes or deviations from the fare structure described above.

Fare payment options shall include payment by credit, debit or stored value card submitted electronically through the Rider App or submitted through the Via system when a booking is made for a rider over the phone.

Fleet/Vehicles

Contractor shall cause a fleet of no less than eleven (11) Mercedes Metris vans (the Metris fleet) to be deployed for use in the Program. This represents an expansion of an additional four (4) vehicles beyond the total seven (7) that were ultimately deployed to support the Pilot year of the Program. The Contractor shall ensure that the fleet expansion occurs in accordance with the Schedule of Performance included as Exhibit B. Any change to the vehicle type used as part of the Metris fleet shall be subject to approval by the City.

As necessary, Contractor may also request City approval to establish a means for independent contractor drivers to drive on the Via platform using their own qualified vehicles (non-Metris fleet), for instance, during times of high demand when the Metris fleet cannot meet total demand. Supply of any non-Metris fleet vehicles on the Program network shall be in addition to, and not replacing, the Metris fleet. Before allowing non-Metris fleet vehicles to be added to the Program network and provide services for the Program, Contractor shall utilize the eleven (11) new Mercedes Metris vans committed to the Program, with the exception of any Metris fleet vehicles unavailable due to regular service or repair.

Contractor and City shall mutually agree upon the need for additional vehicles and shall agree on the standards said vehicles should meet, and factors to be taken into consideration including vehicle age, model type, and condition, which shall no less than the minimum standards set forth by the CPUC.

Contractor shall also ensure that the Metris fleet is kept clean, fully mechanically maintained, and service-ready and will create processes designed to ensure that all non-Metris fleet vehicles used in the delivery of service during the Program are kept clean, fully mechanically maintained, and service-ready. In the event that any dedicated Metris fleet vehicle is removed from operations due to maintenance or repairs that will last more than 24 hours, the Contractor will inform the City Project Manager in writing by e-mail as soon as possible, but no more than 24 hours after removing the vehicle(s) from operation.

Drivers

Qualified and accredited independent contractor drivers will be able to gain access to the Metris fleet vehicles after being registered onto the Via system, enabling these individuals to sign up for specific daily shifts or longer periods of work. For all Program driver partners, Contractor shall establish driver registration and certification protocols designed to ensure compliance with applicable laws, regulations, or terms of project funding sources. See Task 2.4 for additional work related to driver acquisition.

Smartphone App

Contractor shall work closely with the City to provide a co-branded Smartphone App. The appearance of the App will be built upon Via's proprietary rider application to provide a tailored user experience. As mutually agreed upon, the app may suggest locations to customers, or present service announcements, promotions, or discounted pricing through in-app messages or push notifications.

Technology Platform

Via will leverage its powerful suite of apps, real-time operations and administration tools, and data analysis and reporting features to power the Program. This platform will be the same one used to manage each Via service around the world. The Contractor will provide use of the Via technology platform that can, in real time, aggregate riders traveling from multiple origins to multiple destinations in an exceptionally efficient way, while also optimizing the balance between maximizing vehicle utilization across the fleet and maintaining excellent quality of service. The Via system has fully automated ride proposal, booking, and dispatch services, and is accessible by mobile application and, as required, phone bookings. Should Via build the capacity for web-based booking, it shall also be made available to the City.

Task 2.3 Technology Localization & Back-end Systems Maintenance

Contractor shall continue to utilize and improve upon, as needed, the localized version of its technology, including mapping and real-time routing systems, specifically designed by the Contractor for the Program during the initial Pilot year. The localized mapping and

real-time routing shall take into account local geography and any algorithmic adjustments required in order to achieve system and service efficiency. Any adjustments to the localized technology platform that may have impacts on the performance of the West Sacramento Program shall be communicated to the City Project Manager in advance of implementation. Back-end operational systems, including those required for driver registration and supply monitoring, will also continue to be fully localized and maintained over the course of the Program and contract term.

Task 2.4 Ongoing Driver Acquisition, Registration & Regular Forums

Contractor shall continue to source independent contractor drivers from the community and shall verify that such drivers possess all data and documentation to satisfy Via's standards as well as local and state requirements. Independent contractor drivers will be fully trained by Contractor, as described above, so as to provide high-quality service, including training on using Via's technology, customer service standards, and customer and driver safety protocol and policies.

Driver partners will continue to be subject to comprehensive background checks as required by this contract and by local and state regulations. Contractor shall also continue to provide registration and training for driver partners, to include a review of the Contractor's partnership with the City as the operator of the West Sacramento On-Demand Rideshare Program, usage of Via's proprietary Driver App platform and Driver Support Resources, as well Customer Service, Safety, and Zero Tolerance policies. Additional training shall be made available for driver partners who operate any WAV vehicle on the platform, to include vehicle operations and sensitivity training to ensure high quality, human-centered customer service.

Driver forums shall be offered no fewer than three times during the contract term to all active driver partners in order for Contractor to share out relevant information to driver partners, as well as to provide an opportunity for driver partners to ask questions and provide feedback regarding the performance of the Program. Contractor shall prepare notes documenting all forum discussion and feedback, including follow-up action items and steps taken to respond to questions and address issues raised at prior Driver forums. Agendas and notes from regular driver forums shall be provided to the City Project Manager no later than 15 business days following each regular Driver Forum.

Task 2.5 Vehicle Delivery & Branding

Contractor shall coordinate the delivery and availability of vehicles to maintain a fleet of no less than eleven 11 Mercedes Metris vehicles such that these vehicles are ready to be driven by independent contractor drivers on the agreed upon expansion dates defined in the Schedule of Performance included as Exhibit B. Vehicle preparation will include successful completion of all relevant insurance, registration, licensure, and maintenance requirements. Metris vehicles will continue to have custom co-branding in the form of magnets, vehicle decals, or wrapping so as to be easily recognizable to users of the

service. Any deviation from the branding design approved by the City Council during the Pilot year of the Program's operation shall be subject to City input and approval.

Deliverables:

- Driver Forums & Meeting Notes
- Eleven (11) vehicles Metris fleet with approved custom co-branding, no less than two (2) of which will be dedicated wheelchair accessible Metris vans
- As needed, execution of a subcontract with an appropriate WAV provider, or provision of dedicated WAV vehicles

Task 3. Marketing, Promotions & Outreach

Task 3.1 Branding, Marketing & Promotional Materials

Contractor shall continually work with the City to implement a unified marketing and promotional program that increases community awareness of the Program and maximizes its success. As reasonable, the City will cooperate with and provide support to Contractor to promote the service and create local awareness. The City will provide ongoing support to the Contractor's team by providing useful local insights and leveraging existing marketing platforms to amplify the Program.

Deliverables:

- Ongoing design, production and/or printing of marketing, promotions and educational materials or other related collateral

Task 3.2 Ongoing Community Outreach & Engagement

Contractor and City shall collaborate on the following key marketing activities during the course of the Program:

- Press releases and media campaigns
- Rider acquisition campaigns
- Ongoing promotional campaigns
- Outreach to major employers within the City
- Partnerships with key City stakeholders and community organizations

Contractor shall make available a qualified representative or ambassador to conduct up to twelve (12) community tabling events during the contract term. Upon request by the City, the Contractor will make a good faith effort to coordinate by phone or in person with major employers or organizations interested in leveraging the Program to better serve the mobility needs of their employees, clients, or other constituents.

Task 4. Ongoing Performance Monitoring & Reporting

Task 4.1 Ridership Data Reports

Ridership Data will be provided directly to the City in the form of a dashboard available online to provide a review of the Program's performance across a number of dimensions, as laid out in the table below, including ride volume, average trip duration, and number of rides. Additionally, service trends, including a map of where requests originated from (both inside and outside of the service zone) and the trend of those requests over time, will be provided to enable the City to better understand demand patterns, including the level of unmet demand.

The Contractor shall continue to provide a dashboard "Ridership Report" which refreshes every 24 hours to account for new ridership. Ridership Data shall be used to supplement progress updates provided by the Contractor during regular staff briefings.

Data to be included in the dashboard and made accessible the City Project Manager City by the Contractor shall include:

Data	Level of Granularity (Submission Type)
Individual Ride Data	
Unique, anonymous identifier for each traveler	Numerical identifier
Pick-up location request, time, and day of week requested origin	Latitude/longitude; HH:MM:SS; YYYYMMDD
Drop-off location request, time, and day of week requested destination	Latitude/longitude; HH:MM:SS; YYYYMMDD
Number of passengers	Integer
Travel time	MM:SS
Distance of ride	Miles
Vehicle type	Make and model
Fare Paid	Dollar value
WAV ride	Boolean: WAV/Non-WAV ride
User rating of experience and comments	Integer; text comments (if applicable)

Aggregated service data (for a given period)	
Completed rides	Integer
Active drivers	Integer
Driver hours	Number
Utilization	Average rides/vehicle/hour
Average trip duration	MM:SS
Average trip distance	Miles
ETAs to pick-up	Minimum, maximum, median (for a given period)
Repeat ridership	Percent of all user accounts
Number of Accounts Opened (Active and Overall)	Number (Active and Overall)
Number of Accounts with Senior/Disabled Discount	Number (for a given period)
Senior & Disabled Rider Discount Ridership	Integer
Performance standards (for a given period)	
Average ETA to pick-up	MM:SS
% of on-time rides	Percentage
% completed rides	Percentage
Rider satisfaction metrics	Average number; text comments
Historical ride trends (over longer periods)	
Overall ride volume	Number of rides
Ride growth	Over a given period, % growth
Top requested origins and destinations	Ranked list
Demand 'heat maps'	Color-coded maps

At the City's request, Contractor shall work in good faith to share other categories of data or types of reports not captured above that the City deems useful for its goal of better understanding travel behavior and mobility needs in West Sacramento, should these categories not raise significant intellectual property or competitive concerns for Contractor.

Deliverables:

- Performance Monitoring Dashboard Access
- Ongoing Coordination and provision of additional data, as requested and feasible

Task 4.2 Performance Standards

Contractor and City will develop and mutually agree upon performance standards goals ahead of the expansion of the Program, which Contractor shall use commercially reasonable efforts to meet. Such performance goals and standards will be measured on a periodic basis and jointly reevaluated and updated as mutually agreed upon by Contractor and City. City acknowledges that changes to the area of service, hours of service or other relevant parameters of the Program may result in a need to reevaluate and update said performance standards goals, accordingly. The agreed upon performance goals and standards will be used to provide regular updates to relevant City Commissions and the City Council.

Deliverables:

- Performance Goals & Standards (Memo or other written document)
-

Task 5. Program Operations & Purchased Transportation

Contractor will perform all work described above, as well as any work not specifically provided for herein, in order to manage the Program operations and maintain high quality standards of service and in accordance with all applicable regulations, laws, and funding requirements. This includes managing the day-to-day logistics of vehicles, drivers, and provision of shared ride services to all eligible customers in the West Sacramento On-Demand Program.

EXHIBIT B
FY 2019 SCHEDULE OF PERFORMANCE

Activity

Expand Weekday Hours of Operation to be 6am -11pm

Expand Hours of Operation to include service on all Holidays

Introduce Mechanism that allow qualified mobility-challenged passengers to receive door to door service

Expand Hours of Operation to include service on Sundays from 9am-10pm

Expand Metris fleet by adding 3 vehicles

Expand Metris fleet by adding one additional wheelchair accessible vehicle

Date

May 20, 2019

May 20, 2019

June 3, 2019

August 19, 2019

August 19, 2019

September 16, 2019

DRAFT

Exhibit C
FY 2019 SCHEDULE OF FEES

	Price per Driver Hour	Price per Service Hour	Total Price
Year 2 Service & Supply Planning*		N/A	\$55,000
Total Upfront Charge			\$55,000
Project Management	\$2.81	N/A	\$152,548
Performance Monitoring and Reporting	\$0.65	N/A	\$35,457
Marketing & Promotions Plan and Implementation	\$0.23	N/A	\$12,450
Pilot Operations**	\$34.93	N/A	\$1,897,120
Total Cost per Driver Hour	\$38.62		\$2,097,575
Customer Service	N/A	\$25.00	\$165,433
Total Cost per Service Hour		\$25.00	\$165,433
Total Cost (Incl. Fare Revenue)			\$2,318,008

Sources of Funding:

Est. Fare Revenue	\$413,652
Funding from City of West Sacramento (Excl. Fare Revenue)	\$1,904,356
Total	\$2,318,008

Driver Hours Summary:

Total Implied Driver Hours	54,310
Total Implied Driver Hours (Weekly)	921

Service Hours Summary:

Total Implied Service Hours	6,617
Total Implied Service Hours (Weekly)	112

* Items to be invoiced in full upon the start of Year 2.

** Includes driver pay, IT hosting, insurance, and technology access.

ATTACHMENT 2

CONTRACT FOR SERVICES

THIS CONTRACT is made on ~~January 17th, 2018~~ May 14, 2019, by and between the CITY OF WEST SACRAMENTO ("City"), and Nomad Transit LLC ("Contractor"), a wholly owned subsidiary of Via Transportation, Inc. (collectively, the "Parties").

WITNESSETH:

WHEREAS, the City desires the provision of citywide public transportation services, ~~along with~~ including the technology, customer support and professional services for the design, marketing, ~~launch, operation, operations and maintenance, and performance evaluation~~ of the Pilot Flexible Transportation Service, as described in West Sacramento On-Demand Rideshare program (the Request for Proposals dated May 26, 2017 (the "Pilot Program")); and,

WHEREAS, ~~on January 17th, 2018, the City awarded a contract to NoMad Transit LLC, a wholly owned subsidiary of Via Transportation, Inc., the parent company of for a one (1) year Pilot operation based on the Consultant, has presented a Contractor's proposal for such services submitted in response to the City, City's Request for Proposals dated June 22~~ May 26, 2017; and,

WHEREAS, ~~not later than the Initial Launch Date~~ January 17th, 2018 ~~executed agreement provided that, by mutual agreement, the Consultant shall be~~ Contract may be extended annually for a total of up to five (5) additional years; and,

WHEREAS, the Parties have mutually agreed upon changes to the terms of the Contract as defined herein and desire to extend service through Fiscal Year 2019, ending on June 30, 2020; and,

WHEREAS, the Contractor, NoMad Transit LLC, is duly licensed, qualified and experienced to perform the services set forth in ~~the Request for Proposals and this Contract; and,~~

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. SCOPE OF SERVICES:

A. Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary to ~~completion of~~ complete the services described in the Scope of Work which is attached hereto and incorporated herein by this reference as **Exhibit "A"** (the "Work"). This Contract and its exhibits shall be known as the Contract or the "Contract Documents." Terms set forth in any Contract Document shall be deemed to be incorporated in all Contract Documents as if set forth in full therein. In the event of conflict between terms contained in these Contract Documents, the more specific term shall control. If any portion of the Contract Documents shall be in conflict with any other portion, provisions contained in the Contract shall govern over conflicting provisions contained in the exhibits to the Contract.

B. Contractor enters into this Contract as an independent contractor and not as an employee of the City. The Contractor shall have no power or authority by this Contract to bind the City in any respect. Nothing in this Contract shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors, subconsultants or subcontractors hired or retained by the Contractor are employees, agents, contractors, subconsultants or subcontractors of the Contractor and not of the City. The City shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors, subconsultants or subcontractors, or any other person resulting from performance of this Contract.

C. The Contractor agrees it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.

2. PERFORMANCE PERIOD:

A. The services of Contractor are to commence ~~promptly~~immediately upon ~~receipt~~execution of ~~written notice to proceed from the City, or this Contract and terminate on such later date indicated by such notice~~June 30, 2020, and shall be undertaken and completed in accordance with the service parameters set forth by Exhibit "A" and the Schedule of Performance attached hereto and incorporated herein by this reference as Exhibit "B".

B. Contractor's failure to complete work in accordance with the Schedule of Performance may result in delayed compensation as described in Section 4.

~~C. Consultant shall commence transportation services (starting with Task 3.1 - Initial Launch & Launch Event) within 12 weeks from its receipt of the Notice to Proceed from the City (unless otherwise mutually agreed), and not later than six (6) months of the execution of this Contract. Transportation services shall commence in accordance with the schedule, milestones, and service parameters set forth by Exhibit "A" and Exhibit "B". The date Consultant commences with transportation services shall be known as the "Initial Launch Date." Consultant shall provide transportation services for fifty two (52) weeks from the Initial Launch Date, subject to earlier termination in accordance with this Contract.~~

~~D. This Contract shall terminate upon completion of Task 5 of the Scope of Work as set forth therein, to the City's reasonable satisfaction. However, the Parties may extend the term of this Contract by less than one year by mutual written agreement in the manner provided in Section 6, provided that the extension does not require the payment of compensation in excess of the maximum compensation set forth in Section 4.~~

E.C. By mutual agreement, this Contract may be extended annually for a total of up to ~~five (5)~~four (4) additional years. Each party may condition this Contract's extension on certain changes to the then-effective terms. Furthermore, City may condition extensions on Contractor meeting performance benchmarks and the availability of funds.

3. CHANGES IN SERVICE:

Contractor shall perform all services in accordance with the Schedule of Performance set forth in **Exhibit "B"**; however, the Parties acknowledge that the nature of the service is dynamic and subject to potential changes to maximize ridership, reduce costs, and/or enhance mobility. The Parties shall meet periodically, in accordance with the Scope of Work, to determine whether adjustments should be made to the Schedule of Performance or to the PilotProgram service parameters. Upon agreement of the Parties, the services may be modified. City staff has the right to determine whether a particular modification requires City approval. The Contractor shall provide such information as City staff requires in connection with any request for a modification. Under no circumstance will the cost of the Contract exceed the maximum compensation set forth in Section 4.

4. COMPENSATION:

A. The Contractor shall be paid monthly in arrears for the actual fees, costs and expenses, including but not limited to purchased transportation services, ~~time and materials for any reports generated as a result of the Scope of Work,~~ and otherwise as set forth in the Schedule of Fees, but in no event shall total compensation exceed sevenone million, nine hundred and twentyfive thousand (\$7201,905,000) dollars, without City's prior written approval. Contractor's fees shall be as specified in the Schedule of Fees, which is attached hereto and incorporated herein as **Exhibit "C"**.

B. Said amounts shall be paid by City upon submittal of Contractor's monthly invoices provided in accordance with Task 1.3, and in no event later than 30 days from its receipt thereof, subject to the following sentence. If Contractor's performance is not in conformity with the Schedule of Performance, payments may be delayed or denied, unless the Contractor's failure to perform in conformity with the Schedule of Performance is a documented result of the City's failure to conform with the Schedule of Performance or other Contract Documents, or if the Schedule of Performance is modified pursuant to Section 3.

C. Payment for labor shall be based upon the amounts computed by multiplying the appropriate hourly rates set forth in the Schedule of Fees by the number of direct labor hours performed, which rates shall include wages, overhead, general and administrative expenses. Fractional parts of an hour shall be payable on a prorated basis. The hourly rates specified in this contract are the rates at which the City shall be invoiced for labor hereunder and are not necessarily the rates which Contractor shall pay its employees.

D. Payment for materials shall be based upon the allowable costs of direct materials as substantiated in accordance with standard accounting practices. Reasonable and allocable material handling costs may be included in the charge for material at cost to the extent they are clearly excluded from hourly rates. Contractor shall support all material costs claimed by submitting paid invoices, receipts or by other substantiation acceptable to the City. Direct materials are defined as those materials which enter directly into the end

work product or deliverables, or which are used or consumed directly in connection with the furnishing of said deliverables.

E. Payment for purchased transportation services shall be reimbursed to the Contractor based upon the actual transportation services rendered by Transportation Network Company (TNC) driver partners independently contracted by the Contractor or subcontracted Wheelchair Accessible Vehicle (WAV) services and shall include wages and driver acquisition incentives owed to TNC and WAV driver partners, and overhead costs such as insurance, storage, maintenance and repair of the Metris fleet vehicles, subsidies for promotional fares, and costs associated with driver-related compliance. Costs ~~will~~may range due to incentive-based compensation and promotions intended to acquire, retain and/or operationalize drivers and riders of the ~~Pilot transportation~~West Sacramento On-Demand Rideshare service. All purchased transportation costs will be substantiated to the City in monthly billings.

F. If the work is halted at the request of the City, compensation shall be based upon the proportion that the work performed bears to the total work required by this Contract, subject to Section 5.

G. During the term of the Contract, all ~~Pilot service revenue shall be revenues collected from the Program shall be directly reinvested by the Consultant through a distinct payment processor subaccount, distinct from other subaccounts maintained by Consultant~~Contractor into the ongoing operation and/or City approved expansions of the Program. On a monthly basis, Consultant~~Contractor shall transfer~~report to the City the revenue~~all revenues collected through said sub-account. The service revenues will be deposited into the Transportation Development Act (TDA) Fund. The City Council may appropriate the revenues from the Program, and all revenues expended toward the Pilot program to offset the costs paid by the TDA Funds or reinvest into growing the Pilot Program. This should be indicated on monthly invoices and all expenses shall be documented. All revenues produced in excess of initial projections included in the Schedule of Fees (Exhibit C) shall be reported to the City and reinvested to reduce the total amount payable by the City, unless otherwise mutually agreed to by the Parties. At the expiration or earlier termination of the Contract, all unspent service revenue remaining with the Contractor shall be remitted to the City within sixty (60) days.~~

5. TERMINATION:

A. This Contract may be terminated by either party, provided that the other party is given not less than ~~thirty (30)~~ninety (90) calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate.

B. The City may temporarily suspend this Contract, at no additional cost to City, provided that the Contractor is given reasonable advance written notice of temporary suspension. If City gives such notice of temporary suspension, Contractor shall immediately suspend its activities under this Contract. If such suspension(s) exceed seven (7) consecutive days or 14 days in the aggregate over the course of this Contract, (i) Contractor shall be compensated as set forth in **Exhibit "C"** and (ii) Contractor may, at its

discretion, terminate this Contract with immediate effect at any time thereafter by written notice to the City.

C. Notwithstanding any provisions of this Contract, Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by Contractor, and the City may withhold any payments due to Contractor (up to the maximum possible amount of damages) until such time as the exact amount of damages, if any, due to the City from Contractor is determined.

D. In the event of termination, the Contractor shall be compensated as provided for in this Contract (including the Schedule of Fees), except as provided in Section 5C. ~~Upon termination, the City shall be entitled to all UCB Deliverables to the extent they exist, pursuant to the terms of Section 22.~~

6. AMENDMENTS, CHANGES OR MODIFICATIONS:

Amendments, changes or modifications in the terms of this Contract may be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.

7. EXTENSIONS OF TIME:

Contractor may, for good cause, request extensions of time to perform the services required hereunder. Such extensions shall be authorized in advance by the City in writing and shall be incorporated in written amendments to this Contract or the attached Scope of Work in the manner provided in Section 4 and Section 6.

8. COMPLIANCE WITH LAWS:

A. Contractor shall comply with all applicable laws, ordinances, and codes of federal, State and local governments, shall commit no trespass on any public or private property in performing any of the work authorized by this Contract, and shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Contract or the materials used or which in any way affect the conduct of the work.

B. Contractor acknowledges that ~~federal, state, and administered~~ local ~~grantsfunds~~ contribute to or comprise the compensation for the services set forth in this Contract. Contractor agrees to comply with ~~the all applicable~~ terms of ~~the those grantsfunding sources~~, including but not limited to relevant federal, state and local laws and requirements. ~~The terms of the grants are attached hereto as Exhibit "D" and incorporated in this Contract as though fully set forth herein.~~

9. WARRANTIES AND RESPONSIBILITIES – CONTRACTOR:

A. Contractor agrees and represents that it is qualified to properly provide the services set forth in **Exhibit “A”** in a manner which is consistent with the generally accepted standards of Contractor’s profession and warrants to the City that it is, ~~or on the Initial Launch Date shall be,~~ licensed by all applicable governmental bodies to perform this Contract and will remain so licensed throughout the progress of the Work, and that it has, and will have, throughout the progress of the Work, the necessary experience, skill and financial resources to enable it to perform this Contract.

B. Contractor agrees and represents that the work performed under this Contract shall be in accordance with applicable federal, State and local law in accordance with Section 8A hereof.

C. Contractor shall designate a project manager who at all times shall represent the Contractor before the City on all matters relating to this Contract. The project manager shall continue in such capacity unless and until he or she is removed by mutual agreement of the Parties, is no longer employed by Contractor, or is replaced with the written approval of the City, which approval shall not be unreasonably withheld.

D. Contractor shall provide corrective services without charge to the City for services which fail to meet the above professional and legal standards and which are reported to Contractor in writing within sixty (60) days of discovery. Should Contractor materially fail or refuse to perform promptly its obligations, and fail to cure the breach within thirty (30) days of notice received from the City, the City may render or undertake performance thereof in a commercially reasonable manner and Contractor shall be liable for any reasonable expenses thereby incurred by City, minus the fees and expenses Contractor would otherwise have been paid by City to Contractor for such performance in accordance with the Schedule of Fees.

10. SUBCONTRACTING:

A. None of the services covered by this Contract shall be subcontracted without the prior written consent of the City, which will not be unreasonably withheld. The City hereby consents to the following types of entities or individuals as permissible subconsultants or subcontractors of Contractor (referred to herein as “subconsultants” or “subcontractors”): (i) independent contractor driver partners of Contractor; (ii) vehicle supply partners of Contractor offering vehicle leasing options to such driver partners; (iii) third-party technology vendors offering solutions integrated by Contractor into its technology solution or otherwise used by Contractor; ~~(iv) the University of California at Berkeley’s Sustainable Transportation Research Center (“UCB”), as more fully set forth in Task 5 of the Scope of Work~~ and (v) WAV service providers. Notwithstanding the foregoing, none of the entities or individuals described under clauses (i), (ii) or (iii) above shall be subject (as subcontractors, subconsultants, contractors or otherwise) to the provisions of Sections 12 and 21 of this Contract.

B. Contractor shall ensure that any independent contractor driver partner retained for driving services shall conduct background checks prior to registering each driver partner on its ridesharing platform, and reject the application of any applicant whose background check flags any of the offenses mandating rejection pursuant to Section 5445.2 of the Public Utilities Code. Contractor shall further ensure that any independent contractor driver partner obtain and maintain the insurance set forth in Section 15.B.3.c for the duration of the ~~transportation services Program~~. Contractor's failure to comply with the provisions of this section shall constitute negligence.

C. Contractor's obligation to pay its subconsultant(s) and subcontractor(s) is an independent obligation from City's obligation to make payments to the Contractor.

11. ASSIGNABILITY:

Contractor shall not assign or transfer any interest in this Contract whether by assignment or novation, without the prior written consent of the City which will not be unreasonably withheld. However, claims for money due or to become due to Contractor from the City under this Contract may be assigned to a financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the City. The City shall not assign or transfer any interest in this Contract whether by assignment or novation, without the prior written consent of Contractor which will not be unreasonably withheld.

12. INTEREST IN CONTRACT:

Contractor covenants that neither it, nor any of its employees, agents, contractors, subconsultants or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Contract, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the City's conflict of interest code in accordance with the category designated by the City, unless the City Manager determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the City code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the City conflict of interest code if, at any time after the execution of this Contract, City determines and notifies Contractor in writing that Contractor's duties under this Contract warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the City.

~~A. Notwithstanding the foregoing, with respect to Consultant's subcontractor UCB, the covenants in this section only apply to UCB personnel providing any services or support to the Pilot.~~

13. LIABILITY OF CONTRACTOR-NEGLIGENCE:

Contractor shall be responsible for performing the work under this Contract in a manner which is consistent with the generally-accepted standards of the Contractor's profession and shall be liable for its own negligence and the negligent acts of its employees, agents, contractors, subconsultants and subcontractors. The City shall have no right of control over the manner in which the work is to be done but only as to its outcome, and shall not be charged with the responsibility of preventing risk to Contractor or its employees, agents, contractors, subconsultants or subcontractors.

14. INDEMNITY AND LITIGATION COSTS:

A. Contractor shall indemnify, defend, and hold harmless the City, its officers, officials, agents, and employees against all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable, documented attorneys' fees, to the extent arising from Contractor's negligent acts or negligent failure to act, errors, omissions or willful misconduct incident to the performance of this Contract, except to the extent such loss or damage is caused by the negligence or willful misconduct of the City. The provisions of this paragraph shall survive termination or suspension of this Contract.

B. Contractor shall indemnify, defend, and hold harmless the City, its officers, officials, agents, and employees against all claims, damages, demands, liability, costs, losses and expenses up to \$7,000,000.00 or the limit of the Contractor's insurance coverage (whichever is the greater amount), including without limitation court costs and reasonable, documented attorneys' fees, to the extent arising from the negligent acts or negligent failure to act, errors, omissions or willful misconduct incident to the performance of this Contract of any of Contractor's subconsultants and subcontractors, except such loss or damage to the extent caused by the negligence or willful misconduct of the City. The provisions of this paragraph shall survive termination or suspension of this Contract.

C. Contractor's duty to indemnify, hold harmless, and defend under this Contract shall include payment for all reasonable, documented costs and expenses associated with providing City a defense regardless of whether Contractor remains in control of such defense or City elects to control its defense by selecting supervising its own attorney.

D. If any of the provisions to indemnify a party against liability, loss or damage would be prohibited by or unenforceable under the law of the State of California for any reason, the indemnity provided by such provision shall be deemed to be limited to and operative only to the maximum extent permitted by law. The provisions of this subsection shall under no circumstances be interpreted as limiting in any manner the obligations of any insurer under any insurance policy maintained in accordance with the terms of this Contract.

15. CONTRACTOR TO PROVIDE INSURANCE:

A. Contractor shall not commence any work before obtaining, and shall maintain in force at all times during the duration and performance of this Contract, the

policies of insurance specified in this Section, either in its own name or in the name of its parent entity, under which Contractor is an additional insured. Such insurance must have the approval of the City (not to be unreasonably withheld) as to limit, form, and amount, and shall be placed with insurers with a current A.M. Best's rating of no less than A VII (an NR rating is acceptable for Worker's Compensation insurance written with the State Compensation Insurance Fund of California).

B. Prior to execution of this Contract and prior to commencement of any work, the Contractor shall furnish the City with certificates of insurance and copies of endorsements providing evidence of coverage for all policies required by the Contract. The Contractor and its contractors, subconsultants and subcontractors (as applicable) shall, at their expense, maintain in effect at all times during the performance of work under the Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers and under forms of policy complying with the requirements herein. The maintenance by Contractor and its contractors, subconsultants and subcontractors (as applicable) of the following coverage and limits of insurance is a material element of this Contract. The failure of Contractor or of any of its contractors, subconsultants or subcontractors (as applicable) to maintain or renew coverage or to provide evidence of renewal may be treated by the City as a material breach of this Contract. Approval of the insurance by the City shall not relieve or decrease any liability of Contractor. Notwithstanding the foregoing, if the Contractor maintains in full force the policies of insurance specified in this Section such that their scope covers the work subcontracted to entities (i), (ii), or (iii) as defined in Section 10A, then said entities (i), (ii), or (iii) need not be subject to the provisions this Section.

1. Worker's Compensation and Employer's Liability Insurance

- a. Worker's Compensation - Insurance to protect the Contractor, its employees, contractors, subconsultants and subcontractors (as applicable) from all claims under Worker's Compensation and Employer's Liability Acts, including Longshoremen's and Harbor Worker's Act ("Acts"), if applicable. Such coverage shall be maintained, in type and amount, in strict compliance with all applicable state and Federal statutes and regulations.
- b. Contractor shall provide a Waiver of Subrogation endorsement in favor of the City, its officers, officials, employees, agents and volunteers for losses arising from work performed by the Contractor.

2. Commercial General Liability Insurance

- a. The insurance shall be provided on form CG0001, or its equivalent, and shall include coverage for claims for bodily injury or property damage arising out of premises/operations, products/completed operations, contractual liability, and subconsultant's work and personal and advertising injury resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly

or indirectly employed by the insured. The amount of insurance coverage shall not be less than **\$1,000,000.00** per occurrence and **\$2,000,000** in the aggregate.

b. The commercial general liability insurance shall also include the following:

i. Endorsement equivalent to CG 2010 1185 naming the City, its officers, officials, employees, agents, and volunteers as additional insureds. The endorsement shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.

ii. Endorsement stating insurance provided to the City shall be primary as respects the City, its officers, officials, employees and any insurance or self insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it, to the payment or satisfaction of any defense expenses, loss, or judgment.

iii. Provision or endorsement stating that the Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

3. Commercial Automobile Insurance

a. The insurance shall include, but shall not be limited to, coverage for claims for bodily injury or property damage for owned, non-owned, and hired automobiles resulting from actions, failures to act, or operations of the insured, or by its employees agents, independent contractor driver partners, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than **\$1,000,000.00** per accident.

b. The commercial automobile insurance shall include the same endorsements required for the commercial general liability policy (see Section 15.B.2.b).

c. Notwithstanding the foregoing, independent contractor driver partners shall maintain insurance coverage in accordance with state law, including all insurance requirements for Transportation Network Company (TNC) drivers set forth by the California Public Utilities Commission.

4. Professional Liability. The Contractor and its contractors, subconsultants and subcontractors shall secure and maintain in full force, during the term of this Contract and for five years thereafter, professional liability insurance policies appropriate to the respective professions and the work to be performed as specified in this Contract. The limits of such professional liability insurance coverage shall not be less than **\$1,000,000** per claim.

~~Notwithstanding the foregoing, City acknowledges that Consultant's subcontractor UCB is self insured, but otherwise complies with the requirements herein to the extent applicable. Evidence of UCB's coverage is set forth at: <http://www.ucop.edu/risk-services/riskfinancing-claims/certificates-of-insurance.html>.~~

C. In addition to any other remedy the City may have, if Contractor fails to maintain the insurance coverage as required in this Section, the City may obtain such insurance coverage as is not being maintained, in form and amount substantially the same as is required herein, and the City may deduct the cost of such insurance from any amounts due or which may become due Contractor under this Contract.

D. No policy required by this Contract shall be suspended, cancelled, terminated by either party, or reduced in coverage or in limits unless Contractor has provided thirty (30) days prior written notice by certified mail, return receipt requested, to the City.

E. The requirement as to types, limits, and the City's approval of insurance coverage to be maintained by Contractor are not intended to, and shall not in any manner, limit or qualify the liabilities and obligations assumed by Contractor under the Contract.

16. REBATES, KICKBACKS OR OTHER UNLAWFUL CONSIDERATION:

A. Contractor warrants that this contract was not obtained or secured through rebates kickbacks or other unlawful consideration, either promised or paid to any City employee. For breach or violation of this warranty, City shall have the right in its discretion to: terminate the contract without liability; to pay only for the value of the work actually performed; or to deduct from the contract price; or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.

17. LOBBYING PROHIBITION:

Contractor certifies to the best of his or her knowledge and belief that:

A. No state, federal or local agency appropriated funds have been paid, or will be paid by or on behalf of Contractor to any person for influencing or attempting to influence an officer or employee of any state or federal agency; a Member of the State Legislature or United States Congress; an officer or employee of the Legislature or Congress; or any employee of a Member of the Legislature or Congress, in connection with the awarding of any state or federal contract; the making of any state or federal grant; the making of any state or federal loan; the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state or federal contract, grant, loan, or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid, or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency; a Member of Congress; an officer or employee of Congress, or an employee of a Member of Congress; in connection with this federal contract, grant, loan,

or cooperative agreement; Contractor shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

C. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

D. Contractor also agrees by signing this document that he or she shall require that the language of this certification be included in all lower-tier subcontracts, which exceed \$100,000 and that all such sub recipients shall certify and disclose accordingly.

18. STATEMENT OF COMPLIANCE – NONDISCRIMINATION:

A. Contractor's signature affixed herein, and dated, shall constitute a certification under penalty of perjury under the laws of the State of California that Contractor has, unless exempt, complied with, the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.

B. During the performance of this Contract, Contractor and its subconsultants shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subconsultants shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subconsultants shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Contract by reference and made a part hereof as if set forth in full. Contractor and its subconsultants shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

C. The Contractor shall comply with regulations relative to Title VI (nondiscrimination in federally-assisted programs of the Department of Transportation - Title 49 Code of Federal Regulations, Part 21 - Effectuation of Title VI of the 1964 Civil Rights Act). Title VI provides that the recipients of federal assistance will implement and maintain a policy of nondiscrimination in which no person in the state of California shall, on the basis of race, color, national origin, religion, sex, age, disability, be excluded from participation in, denied the benefits of or subject to discrimination under any program or activity by the recipients of federal assistance or their assignees and successors in interest.

D. The Contractor, with regard to the work performed by it during the Contract shall act in accordance with Title VI. Specifically, the Contractor shall not discriminate on the basis of race, color, national origin, religion, sex, age, or disability in the selection and retention of Subconsultants, including procurement of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the U.S. DOT's Regulations, including employment practices when the Contract covers a program whose goal is employment.

19. DEBARMENT AND SUSPENSION CERTIFICATION:

A. Contractor 's signature affixed herein, shall constitute a certification under penalty of perjury under the laws of the State of California, that Contractor has complied with Title 2 CFR, Part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (nonprocurement)", which certifies that he/she or any person associated therewith in the capacity of owner, partner, director, officer, or manager, is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; has not been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three (3) years; does not have a proposed debarment pending; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years. Any exceptions to this certification must be disclosed to City.

B. Exceptions will not necessarily result in denial of recommendation for award, but will be considered in determining Contractor responsibility. Disclosures must indicate to whom exceptions apply, initiating agency, and dates of action.

C. Exceptions to the Federal Government Excluded Parties List System maintained by the General Services Administration are to be determined by the Federal highway Administration.

20. FUNDING REQUIREMENTS:

A. It is mutually understood between the parties that this Contract may have been written before ascertaining the availability of funds or appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays that would occur if the contract were executed after that determination was made.

B. This Contract is valid and enforceable only, if sufficient funds are made available to City for the purpose of this Contract. In addition, this contract is subject to any additional restrictions, limitations, conditions, or any statute enacted by the Congress, State Legislature, or City governing board that may affect the provisions, terms, or funding of this contract in any manner.

C. It is mutually agreed that if sufficient funds are not appropriated, this Contract may be amended to reflect any reduction in funds, provided that Contractor may terminate the Contract if it determines the remaining funds are not sufficient to perform the Work. In

no event shall Contractor be obligated to perform any work for which City has not appropriated funds corresponding to Contractor's compensation hereunder. The City acknowledges that, in the event of a reduction in funds, the PilotProgram performance standards and service parameters will need to be readjusted accordingly.

D. City has the option to void the Contract under the termination clause, or by mutual agreement to amend the Contract to reflect any reduction of funds.

21. INSPECTION OF WORK:

Contractor and any subconsultant shall permit City, the state, and the Federal Highway Administration to review and inspect the project activities at all reasonable times during the performance period of this contract.

22. OWNERSHIP OF DATA; INTELLECTUAL PROPERTY:

A. Contractor will perform the Work utilizing its software applications, as described in the Scope of Work. Notwithstanding anything to the contrary herein, all intellectual property rights in and to Contractor's software applications, the other elements of Contractor's cloud-based solution and all of their derivative works and improvements are owned by, and are proprietary to Contractor, and no such rights are or shall be granted to or transferred to City or any other person or entity.

B. It is mutually agreed that all intellectual property rights in and to the information input by or on behalf of passengers into Contractor's solutions for purposes of the PilotProgram ("Customer Data") are co-owned by the City and Contractor. Customer Data excludes de-identified, anonymized and/or aggregated data generated from the use of Contractor's solutions or created by Contractor. For the avoidance of doubt, Contractor may, and is hereby granted the right to, access, modify, and use the Customer Data, including for purposes of performing Contractor's obligations under this Contract and/or to improve its product and services offerings, ~~including the Work.~~ The City may not use Customer Data or any other data generated from the Work to reverse engineer Contractor's solutions or algorithms or share such data with Contractor's competitors. Contractor may not use of any Customer Data, including de-identified, anonymized and/or aggregated data for purposes other than those identified herein without fully disclosing and obtaining approval from the City. The exchange or sale of any Customer Data or other operations-related data produced by the West Sacramento On-Demand Rideshare program must be authorized by the City and may be subject to negotiated terms of agreement.

C. Notwithstanding anything to the contrary herein, Contractor is not liable for claims, liabilities, or losses arising out of, or connected with the modification, or misuse by City of the machine-readable information and data provided by Contractor under this contract; further, Contractor is not liable for claims, liabilities, or losses arising out of, or connected with any use by City of the project documentation on other projects for additions to this project, or for the completion of this project by others, except only such use as manymay be authorized in writing by Contractor.

~~D. — Ownership of UCB Work Product. The Parties agree as follows (and Consultant shall agree the same with UCB) with respect to the Work subcontracted to UCB:~~

~~1. — All deliverables explicitly listed as such and required to be delivered under Task 5.4 of Exhibit "A" — Scope of Work ("UCB Deliverables") will become the property of City. City reserves the right to publish, disseminate and otherwise use UCB Deliverables developed under the terms of this Contract. City grants UCB a non-transferable, non-exclusive, irrevocable, worldwide, royalty free license to use, reproduce, publish, or re-publish, or otherwise disseminate such UCB Deliverables its own for non-commercial purposes.~~

~~2. — Notwithstanding the above, UCB shall own the entire right, title and interest, including all intellectual property rights and copyrights (other than UCB Deliverables), in and to all materials, inventions, works of authorship, software, information and data conceived or developed by UCB in the performance of this project.~~

~~3. — In consideration of City's support of this work, and to the extent that UCB has the right to grant such a license, when publications or similar materials are developed from work supported in whole or in part by City under this Agreement, UCB shall grant to City a non-transferable, nonexclusive, irrevocable, worldwide, royalty free license to use, reproduce, publish, or re-publish, or otherwise disseminate such copyrighted or copyrightable materials for non-commercial purposes.~~

~~4. — City understands that the California Education Code Section 92000 provides that the name "University of California" is the property of the State of California and that no person shall use that name without the permission of The Regents of the University of California.~~

23. MATERIALS CONFIDENTIAL:

A. All financial, statistical, personal, technical, or other data and information relative to City's operations, which are designated confidential by City and made available to Contractor in order to carry out this contract, shall be protected by Contractor from unauthorized use and disclosure, other than to Contractor's own personnel involved in the performance of this contract, Contractor's subconsultants or subcontractors, at public hearings or in response to questions from a Legislative committee, or otherwise to the extent required by applicable law.

B. Contractor shall not comment publicly to the press or any other media regarding the contract or City's actions on the same, except to City's staff, Contractor's own personnel involved in the performance of this contract, Contractor's subconsultants or subcontractors, at public hearings or in response to questions from a Legislative committee, or otherwise to the extent required by applicable law.

C. Notwithstanding the terms of Section 23.B, the Parties shall have the right to mention this Contract and related performance metrics in future marketing and promotional materials, subject to the terms set forth in Section 23.A.

D. The City is subject to the California Public Records Act ("PRA"). In the event that the City receives a PRA request for any record prepared by Contractor during the performance of this Contract, the City will endeavor to provide Contractor timely notice of such a request to enable Contractor to protect its confidential information under any applicable exemption for trade secrets, including by seeking a protective order, to the extent possible under applicable law. In the absence of such a request, the City shall protect the confidentiality of all information and data provided or made available by Contractor (including Customer Data) and shall not publish or disclose it to any person or entity other than City's staff who need to know such information for the purpose of the performance of their duties and to the extent required by applicable law.

24. MISCELLANEOUS PROVISIONS:

A. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.

B. Contractor shall maintain and make available for inspection by the City and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time with reasonable notice, until six (6) months after the final payments under this Contract are made to the Contractor.

C. This Contract constitutes the entire agreement between the parties relative to the services specified herein and no modification hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Contract. There are no understandings, agreements, conditions, representations, warranties or promises, with respect to this Contract, except those contained in or referred to in the writing. Notwithstanding the foregoing, the Contract for Services dated as of January 17, 2018 by and between the Parties shall survive only with respect to services provided thereunder prior to the date hereof, and is otherwise superseded by this Contract.

D. All notices that are required to be given by one party to the other under this Contract shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope and deposited in a United States Post Office for delivery by registered or certified mail addressed to the parties at the following addresses:

City: 1110 W Capitol Ave, 1st Floor
West Sacramento, CA 95691
Attention: Sarah Strand, Transportation Division

DRAFT CONTRACT FOR SERVICES
NOMAD TRANSIT LLC
MAY 1, 2019

~~Contractor: 10 Crosby St., 2nd~~ 95 Morton Street, Floor 3
New York, NY 1001310014
Attention: Legal Affairs

E. This Contract shall be interpreted and governed by the laws of the State of California.

F. Any action arising out of this Contract shall be brought and maintained in Yolo County California, regardless of where else venue may lie.

G. In any action brought by either party to enforce the terms of this Contract, each party shall be bear responsibility for its attorney's fees and all costs regardless of whether one party is determined to be the prevailing party.

CITY OF WEST SACRAMENTO:

By: _____
Title: _____

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

CONTRACTOR:

By: _____
Title: _____

EXHIBIT A

FY 2019 SCOPE OF WORK

The ~~Pilot Flexible Transportation Service~~ (“~~West Sacramento On-Demand Rideshare program~~ (the ~~Pilot~~” or “~~Pilot~~” Program) is a citywide public transportation service”) is a one (1) year pilot providing a fully dynamic, on-demand ~~ridesharing service~~, shared rides for an affordable, flat fare. The Scope of Work described herein is modified based upon the Program’s first year of operation, formerly referred to as the Pilot Flexible Transportation Service (the “Pilot”).

The goals of the Pilot ~~are were~~ to test, study and evaluate the performance of the service based upon overall ridership, user feedback, estimated reductions in vehicle miles travelled, increases in multi-modal linked trips, impacts to or synergies with other existing mobility services, and other social and environmental impacts. Based on the initial Pilot performance, the City exercised an option to extend the Contract for Service, including operational expansions of service as defined herein, through June 30, 2020.

The Contractor will leverage proprietary technology to assist in the design, marketing, deployment, operations, and maintenance, ~~marketing and evaluation,~~ of the Program. The ~~Pilot service~~ Program is intended to be flexible, allowing the network to dynamically adapt and respond to demand in real-time by using optimized routes and maximizing passengers per vehicle and per trip. Regular performance monitoring and reporting ~~will be used to assess operations and allow for mutually agreed upon adjustments to the service at any time during the~~ Pilot Contract term to bolster awareness, ridership, or accommodate new or shifting demand, subject to City approval.

Task 1. Project Management & ~~Administration~~ Service Planning

Task 1.1 Detailed Work Plan & ~~Schedule~~

The Contractor will ~~develop~~ prepare and maintain a detailed work plan ~~and schedule for submission to~~ in accordance with any major milestones and deadlines set forth in Exhibit B Schedule of Performance to be submitted for approval by the City Project Manager no later than 15 business days after the Notice to Proceed, which will seek to refine and keep up to date the following:

- ▲ ~~Key Consultant~~ the execution of the FY 2019 contract extension. The primary purpose of this task will be to develop a schedule for the program expansion, including setting goals and deadlines by which the Program hours of operation will be fully expanded and Subconsultant staff assignments, by task/subtask
Identify the fleet supply will be increased to a total of eleven (11) Metris vans, inclusive of at least two (2) WAV Metris vans, and maintain schedule of start any other product features mutually agreed upon by the Contractor and step dates for each task/subtask the City.

- ▲ ~~Identify key milestones and define expected deliverables/results~~

Deliverables:

- Detailed Work Plan & ~~Schedule Documents~~
 - ~~Updates to Documents~~

Task 1.2 Regular Staff Briefings

The Contractor Project Manager shall conduct and schedule regular staff briefings ("briefings"), by phone or in person, to report on ~~Pilot service~~Program performance, completed tasks, deliverables, and all issues encountered and resolved during the period since the previous briefing, with an explanation and revised schedule for any unmet tasks and/or deliverables. The briefing shall also provide an overview of activities and expected deliverables for the upcoming 1-month period.

Briefings will occur no less than weekly for the duration of the four (4) weeks leading up to, and for 4 weeks following, the "~~Initial Launch~~" dateService Expansion phase immediately following the execution of the FY 2019 contract extension, unless otherwise agreed upon by the City Project Manager. ~~For~~Upon fully implementing the expanded level of service defined herein, and for the remainder of the term of the Contract, Contractor shall provide bi-weekly briefings to the City Project Manager, unless otherwise agreed upon by the City Project Manager.

Deliverables:

- Weekly and Bi-Weekly meetings
- Meeting agendas, notes, and action items

Task 1.3 Monthly Invoicing & ~~Progress Reports~~

The Contractor shall submit to the City Project Manager invoices monthly on the 15th of each month (or the next business day if a weekend or holiday), to include expenses for the preceding month, with the billing period beginning and ending in the same calendar month. Monthly invoices will be billed in accordance with the fee schedule included as **Exhibit C**.

Invoices shall include all receipts for authorized materials, Subconsultant invoices and itemized costs by task/~~subtask~~ monthly, including identification of each employee or Subconsultant staff that provided services during the period of the invoice, the date of work performed, the number of hours worked, ~~and~~ the hourly rates for each Contractor or Subconsultant staff, and documentation for Driver Hours, Service Hours being charged. Invoices must also record ongoing and monthly revenues from fares and expenses billed against revenues and against the contract amount payable.

Deliverables:

- Monthly Invoices
- Supporting Billing Documentation

Task 1.4 General Project Management

Contractor will take responsibility for project management on a continuous basis during the course of the project and will designate a Project Manager in accordance with Section 9C of the Contract to coordinate all required deliverables and perform all work described herein. The Contractor Project Manager will be empowered to enact decisions related to the project on the Contractor's behalf and will serve as the primary point of contact with the City Project Manager on an ongoing basis. The Contractor shall oversee Subconsultant activities and will ensure that all subcontracted staff performing tasks have the appropriate skill levels and credentials.

Contractor Project Manager, or his designee, shall commit to attending in-person at least (3) City Council meetings or major PilotProgram-related events over the term of the Contract to provide staff support at key milestones, ~~which may include service Launch Events, the presentation to Council of the Quarterly Performance Report provided 6 months into the Pilot service, and presentation to Council of the Final Performance Evaluation Report findings and recommendations.~~ The City will give the ConsultantContractor at least four (4) weeks advance notice of such events.

The City will also designate a Project Manager to be the primary point of contact with Contractor throughout the PilotProgram duration. The Contractor shall keep the City Project Manager abreast of all coordination related to the PilotProgram with outside agencies with a direct connection to the City or project funding, including both governmental agencies and private organizations, prior to any meeting with any such outside agency or organization.

In addition, the Contractor will appoint members to a project team, including a Local Field Manager, to assist in ~~executing the Pilotongoing operations and expansion of service~~, including personnel with expertise in service scoping, operations, driver onboarding, fleet maintenance, marketing, and data analytics. Leading up to the launch of, and during the course of the PilotContract, the Contractor's project team, led by its Project Manager, will be closely engaged with the City in order to ensure that key project deliverables are provided in a timely manner, and that learnings from the PilotProgram operations are continually incorporated into its optimization, and that the Program continues to demonstrate satisfactory performance.

~~**Onsite support (pre-launch):** Consultant Project Manager will be onsite for at least one (1) week prior to the Initial Launch to oversee the implementation of the service.~~

~~**Remote support (post-launch):** For the first month of service, the Consultant Project Manager will lead weekly follow up calls to review all aspects of the service with City personnel. The Consultant Project Manager will also coordinate additional reviews of key operational topics as mutually decided upon by the Consultant and City.~~

Deliverables:

- Attendance at minimum (3) Council meetings or other major PilotProgram-related events
- Onsite and remote support including regular calls
- Management and oversight for subcontracts
- General project management

Task 2. Preliminary FY 2019 Service Planning, Design & Preparation & Parameters

Task 2.1 Project Kick-Off Meeting Service & Supply Planning

At start of pre-launch phase, Consultant shall hold a kick-off meeting with the City Project Manager and relevant City personnel. The meeting will focus on establishing and introducing the Consultant and City project teams, reviewing a work plan and schedule for pre-launch preparations, and beginning detailed work on the Detailed Launch Plan & Service Parameters as defined below.

Deliverables:

- Project Kick-off Meeting, including meeting agenda & notes

Task 2.2 Detailed Launch Plan & Contractor will perform all planning and work necessary to continue ongoing operations of the Program and to implement Council-approved expansions of hours of operation and fleet supply, including updates related to the Via technology platform and related rider and driver apps, and the coordination of the delivery and integration of additional vehicles to be operated on the platform in West Sacramento. This may include coordination on additional product features, as made available by the Via product team.

Service Parameters

Beginning with the Project Kick off Meeting and extending throughout the pre-launch phase as necessary, Consultant shall work closely with the City to jointly define and finalize all relevant parameters of the service as outlined below. As part of this collaboration, quality of service standards for the Pilot service will be mutually established in order to create a baseline for monitoring Via's performance.

Over the course of the project, Decisions to change key parameters will be made collaboratively, and Contractor will work with the City to continuously adjust and optimize the system's features and settings in order to ensure that it supports growing ridership, and a high quality customer experience. As such, the Baseline Service Parameters defined below may be re-defined or adjusted by mutual agreement between the City and Contractor either in advance of or after during the Initial Launch date based on additional data or new information collected contract term. Any changes to the Pilot Service Parameters described herein will be subject to authorization by the City, in the manner deemed fit by the City, as further outlined in Section 3 of the Contract.

Baseline Service Parameters

Coverage Area

At Full Launch, the Pilot The Program will include the entire City as defined by the City boundary, barring those areas deemed inaccessible or infeasible as mutually agreed upon by Contractor and City, such as gated areas around commercial or governmental sites. The Initial Launch zone will serve key areas of the City, balancing overall coverage and

quality of service, as Consultant begins gathering real demand data in order to fine-tune deployment elements for Full Launch. This approach is further outlined in **Task 3**.

Accessibility

Provision of Wheelchair Accessible Vehicles (WAV) & Mobility Limited Riders

~~Upon receiving the Notice to Proceed, Consultant will commence development of Contractor will continue to implement~~ a WAV fleet plan that satisfies relevant federal regulations or funding requirements - including the equal provision of service to ~~potential Pilot~~ riders of all physical means. To fulfill this goal, Contractor shall cause to be deployed for the Pilot ~~appropriately-trained drivers operating taxi or livery vehicles, or no less than two (2) dedicated WAV fleet vehicles out of a total eleven (11) dedicated Mercedes Benz fleet. To the greatest extent feasible, all WAV vehicles specifically deployed for the Pilot should seek to provide an equivalent user experience for people using wheelchairs as riders booking rides on non-WAV fleet vehicles, including ETA's and vehicle branding.~~

~~To Riders indicate their need for a WAV vehicle, a rider will enter a code in the Via app or by calling the Customer Support Line to request that will prompt a Dispatcher record WAV support as an ongoing setting on their account. By having the WAV setting enabled on their account, the system will be prompted to dispatch an appropriate vehicle each time the rider makes a request (riders booking by phone, on,~~

~~Riders with limited mobility shall be eligible to request "Door-to-Door" service rather than utilize a virtual stop if they meet eligibility criteria set forth by the City. The intent of providing "Door-to-Door" service is to ensure equitable access for users of all abilities. "Door-to-Door" shall be defined to mean the other hand, would simply convey their need for a WAV vehicle to closest reasonable curb, driveway, or parking area available to limit the dispatcher, who would make a permanent note in the distance required for the rider to access the vehicle, as deemed feasible and safe by the driver partner. "Door-to-Door" shall not be misconstrued to mean that driver partners will be required to assist riders to or from their door or into their home or destination. Upon request at the Contractor's discretion, driver partners may aid riders in loading or unloading items of riders.~~

~~No later than June 1, 2019, Contractor shall implement a system feature enabling the customization of rider profiles which will allow dispatchers to record the need for ongoing need for "Door-to-Door" service on a rider's account). A WAV option, such that riders are not required to request it each time they request a ride. This feature will be deployed no later than the Initial Launch Date. include seamless routing and navigation of driver partners to and from "Door-to-Door" ride request addresses.~~

~~Contractor shall ensure that any drivers providing WAV service as part of the Program will be trained to operate WAV vehicles and equipment safely, as well as to properly assist and treat individuals with disabilities in a courteous and respectful manner.~~

In the event that a WAV vehicle is unavailable to operate on the platform due to repairs or regular maintenance, and such that the vehicles absence would result in a lower level of service for WAV riders, the Contractor shall identify and subcontract with wheelchair accessible vehicle (WAV) providers to maintain an equal provision of service. Said subcontractors shall have personnel that are trained to operate wheelchair accessible vehicles and equipment safely and to assist and treat individuals with disabilities in a respectful and courteous way, with appropriate attention to the difference among individuals with disabilities.

Payment Option for Unbanked Users

The Via system currently allows users to download the Via app and pay for service directly through the app using a credit card or other stored value card. The Contractor shall work closely with the City to ~~develop a~~continue to explore and implement enhanced payment ~~options~~options for unbanked users ~~by accepting cash payment and/or stored value cards.~~ A ~~payment option for unbanked users will be deployed no later than the Initial Launch Date.~~

Phone Booking Option

Via's technology is configured to allow a dispatcher to book rides on behalf of riders, allowing users of all technological abilities and access levels to enjoy the same level of service as those with a smartphone (except for the experience and convenience that is specific to in-app ride ordering and tracking). The Contractor shall continue to provide as a feature of the Pilot service Program a phone number and at least one (1) fully dedicated dispatcher to book and coordinate rides for users without smartphones. ~~A phone booking option will be available as part and provide customer support during all hours of operation. Contractor shall keep the PilotCity Project Manager fully abreast of any changes in cost or the level of service (i.e. number of FTE's) associated with the provision of the Program customer service no later than the Initial Launch Dates~~support line.

Additionally, while Via does not currently support web bookings, this feature may be operational before or during the course of the Pilot contract term, in which case the web booking feature would be made available to the City by the Contractor as part of the Pilot Program service at no additional cost.

Customer Service

The Contractor shall provide high-quality customer service to both Pilot customers and driver partners during the course of the Pilot contract term. If an issue arises for a customer or driver before, during, or after a ride, parties will be able to reach Customer Support staff by text message in real time, or by submitting an email ticket, which will be replied to promptly by Contractor staff. Riders who booked using the dedicated phone line will be able to receive phone support as required.

[The Contractor will work closely with the City to ensure that a "Passenger Policy" clearly defines the rules and responsibilities of riders utilizing the Program, as well as any penalties for failure to comply with said rules. Upon mutual agreement between the Contractor and City, the Passenger Policy shall be posted to the City's Program webpage and shall be made available in hardcopy to anyone who requests a copy.]

Hours of Operation

~~The Pilot will operate Monday through Saturday excluding holidays, for which a mutual decision whether to operate will be made between the City and Consultant. During Initial Launch, the Consultant estimates the Pilot service will operate from 7am to 6pm Monday-Friday, and 9am to 7pm Saturdays, subject to change based on demand data gathered during the initial launch period and subject to mutual decision between the Consultant and City.~~

~~Hours will be scaled up for Full Launch, which Consultant estimates will span from 7am to 10pm Monday-Friday and 9am to 10pm Saturdays, subject to change based on additional demand data gathered and subject to mutual decision between the Consultant and City. The Pilot goal will be to provide operating hours as extensive and consistent as possible within reasonable cost, as mutually agreed upon between the Consultant and City. As it is the intent of the Pilot to provide a reliable and predictable service, the Consultant shall seek to limit adjustments to the Hours of Operation to those changes deemed necessary or intended to grow ridership or enhance service.~~

Fares

Initial base ride cost will be between \$2 and \$5, with On May 20th, 2019, or another date agreed upon in writing by the City Project Manager, the Contractor will implement the expanded Program Hours of Operation to operate weekdays from 6am to 11pm, including Holidays, and will continue to operate on Saturdays from 9am to 10pm. On August 19, 2019, the Contractor will expand Program Hours of Operation to include Sundays from 9a-10p. The City and Contractor may mutually agree to temporarily or permanently adjust hours of operation based on demand data gathered during contract term, subject to City approval.

Fare Structure

It is the intent of the Program to provide a consistent, flat-fare transportation service that enables community members of all incomes to access a convenient, high quality mobility option. The consumer cost to take a ride using the Program shall be as follows in the fare structure below, unless otherwise mutually agreed and approved by the City:

- Regular Fare per Trip: \$3.50
- Weekly ViaPass: \$15 per week, starting the day of the first trip used. Offers up to 4 trips per day, each operational day of the week.

- Senior & Disabled Rider Discount: Riders who are eligible for and submit the necessary documentation to receive this discount shall receive 50% off all standard fares, including Weekly ViaPass.
- Discounts & Promotions: Contractor shall coordinate any and all discounts and/or promotions made available to users during the Initial Launch and Full Launch periods with the City. Discounts and promotions shall be mutually agreed upon by the Parties to ensure that the total cost of the Program does not exceed the contract amount payable.

~~Any changes to base ride cost~~the fare structure will be made in response to Pilot service data, driven and with the intention of making the PilotProgram as efficient and cost-effective as possible while retaining a high-quality customer experience and service accessibility. The City will retain full authority to approve any changes ~~outside of or deviations from the base ride cost range~~fare structure described above. ~~As it is the intent of the Pilot to provide a consistent, flat fare transportation service, the Consultant shall seek to limit adjustments to the base ride cost to those changes deemed necessary or intended to grow ridership or enhance service.~~

Fare payment options shall include payment by credit ~~or~~, debit or stored value card submitted electronically through the Rider App or submitted through the Via system when a booking is made for a rider over the phone.

Fleet/Vehicles

~~Consultant will~~Contractor shall cause a fleet of ~~up to ten (10) new~~no less than eleven (11) Mercedes Metris vans (the Metris fleet) to be deployed for use in the Program. This represents an expansion of an additional four (4) vehicles beyond the total seven (7) that were ultimately deployed to support the Pilot year of the Program. The Contractor shall ensure that the fleet expansion occurs in accordance with the Schedule of Performance included as Exhibit B. Any change to the vehicle type used as part of the Metris fleet shall be subject to approval by the City.

As necessary, Contractor may also request City approval to establish a means for independent contractor drivers to drive on the Via platform using their own qualified vehicles (non-Metris fleet), for instance, during times of high demand when the Metris fleet cannot meet total demand. Supply of any non-Metris fleet vehicles on the PilotProgram network shall be in addition to, and not replacing, the Metris fleet. Before allowing non-Metris fleet vehicles to be added to the PilotProgram network and provide services for the Program, Contractor shall utilize the ~~up to ten (10)~~eleven (11) new Mercedes Metris vans committed to the PilotProgram, with the exception of any Metris fleet vehicles unavailable due to regular service or repair.

Contractor and City shall mutually agree upon the need for additional vehicles, and shall agree on the standards said vehicles should meet, and factors to be taken into

consideration including vehicle age, model type, and condition, which shall no less than the minimum standards set forth by the CPUC.

Contractor shall also ensure that the Metris fleet is kept clean, fully mechanically maintained, and service-ready and will create processes designed to ensure that all non-Metris fleet vehicles used in the delivery of service during the Pilot Program are kept clean, fully mechanically maintained, and service-ready. In the event that any dedicated Metris fleet vehicle is removed from operations due to maintenance or repairs that will last more than 24 hours, the Contractor will inform the City Project Manager in writing by e-mail as soon as possible, but no more than 24 hours after removing the vehicle(s) from operation.

Drivers

Qualified and accredited independent contractor drivers will be able to gain access to the Metris fleet vehicles after being registered onto the Via system, enabling these individuals to sign up for specific daily shifts or longer periods of work.

For all Program driver partners, Contractor shall establish driver registration and certification protocols designed to ensure compliance with applicable laws, regulations, or terms of project funding sources. See Task 2.4 for additional work related to driver acquisition.

Smartphone App

Contractor shall work closely with the City to provide a co-branded Smartphone App. The ~~ultimate~~ appearance of the ~~app~~App will be built upon Via's proprietary rider application to provide a tailored user experience. As mutually agreed upon, the app may suggest locations to customers, or present service announcements, promotions, or discounted pricing through in-app messages or push notifications.

Technology Platform

Via will leverage its powerful suite of apps, real-time operations and administration tools, and data analysis and reporting features to power the ~~Pilot service~~Program. This platform will be the same one used to manage each Via service around the world. The Contractor will provide use of the Via technology platform that can, in real time, aggregate riders traveling from multiple origins to multiple destinations in an exceptionally efficient way, while also optimizing the balance between maximizing vehicle utilization across the fleet and maintaining excellent quality of service. The Via system has fully automated ride proposal, booking, and dispatch services, and is accessible by mobile application and, as required, phone bookings. Should Via build the capacity for web-based booking, it shall also be made available to the City.

~~Deliverables:~~

- ~~• Final Launch Plan including definition of all Key Service Parameters~~

- ~~Additional documentation of Parameters, as mutually agreed upon by Consultant and City~~

Task 2.3 Technology Localization & Back-end Systems ~~Setup~~Maintenance

Contractor shall ~~localize all infrastructure~~continue to utilize and improve upon, as needed, the localized version of its technology, including mapping and real-time routing systems, specifically designed by the Contractor for the Program during the initial Pilot, taking year. The localized mapping and real-time routing shall take into account local geography and any algorithmic adjustments required in order to achieve system and service efficiency. Any adjustments to the localized technology platform that may have impacts on the performance of the West Sacramento Program shall be communicated to the City Project Manager in advance of implementation. Back-end operational systems, including those required for driver registration and supply monitoring, will also continue to be fully localized and maintained over the course of the ~~Pilot~~Program and contract term.

Deliverables:

- ~~Completion of Technology Localization & Back-end Systems Setup~~

Task 2.4 ~~Ongoing Driver Acquisition & On-Boarding, Registration & Regular Forums~~

Contractor shall continue to source independent contractor drivers from the community and shall verify that such drivers possess all data and documentation to satisfy Via's standards as well as local and state requirements. Independent contractor drivers will be fully trained by Contractor, as described above, so as to provide high-quality service, including training on using Via's technology, customer service standards, and customer and driver safety protocol and policies. ~~Drivers will be subject to comprehensive background checks as required by local and state law.~~

Deliverables:

- ~~Drivers fully registered and trained to drive on the Via platform~~

Driver partners will continue to be subject to comprehensive background checks as required by this contract and by local and state regulations. Contractor shall also continue to provide registration and training for driver partners, to include a review of the Contractor's partnership with the City as the operator of the West Sacramento On-Demand Rideshare Program, usage of Via's proprietary Driver App platform and Driver Support Resources, as well Customer Service, Safety, and Zero Tolerance policies. Additional training shall be made available for driver partners who operate any WAV vehicle on the platform, to include vehicle operations and sensitivity training to ensure high quality, human-centered customer service.

Driver forums shall be offered no fewer than three times during the contract term to all active driver partners in order for Contractor to share out relevant information to driver partners, as well as to provide an opportunity for driver partners to ask questions and provide feedback regarding the performance of the Program. Contractor shall prepare notes documenting all forum discussion and feedback, including follow-up action items

and steps taken to respond to questions and address issues raised at prior Driver forums. Agendas and notes from regular driver forums shall be provided to the City Project Manager no later than 15 business days following each regular Driver Forum.

Task 2.5 Vehicle Delivery & Branding

Contractor shall coordinate the delivery and availability of vehicles to maintain a fleet of up to 10 no less than eleven 11 Mercedes Metris vehicles such that these vehicles are ready to be driven by independent contractor drivers on the Initial Launch Date agreed upon expansion dates defined in the Schedule of Performance included as Exhibit B. Vehicle preparation will include successful completion of all relevant insurance, registration, licensure, and maintenance requirements. Metris vehicles will continue to have custom co-branding in the form of magnets, vehicle decals, or wrapping so as to be easily recognizable to users of the service. Vehicle Any deviation from the branding design will be finalized in collaboration with approved by the City, as further described in Task 4.2. Council during the Pilot year of the Program's operation shall be subject to City input and approval.

Deliverables:

Deliverables:

- Driver Forums & Meeting Notes
- Eleven (11) vehicles Metris fleet with approved custom co-branding

~~Task, no less than two (2.6 Develop WAV Service Plan~~

~~• Consultant shall develop a WAV fleet plan that satisfies relevant FTA ADA requirements, including the equal provision) of service to potential Pilot riders of all physical means. To fulfill this goal, Consultant which will either (1) identify and subcontract with be dedicated wheelchair accessible vehicle (WAV) providers who have personnel that are trained to operate vehicles and equipment safely and to assist and treat individuals with disabilities in a respectful and courteous way, with appropriate attention to the difference among individuals with disabilities, or (2) cause to be deployed dedicated vehicles to be used for the Pilot. Consultant will ensure that any drivers providing WAV service as part of the Metris vans Pilot will be trained to operate WAV vehicles and equipment safely, as well as to properly assist and treat individuals with disabilities in a courteous and respectful manner~~

Deliverables:

- WAV fleet plan .
- Execution As needed, execution of a subcontract with an appropriate WAV provider, or provision of dedicated WAV vehicles

~~Task 2.7 External Stakeholder Coordination Meetings~~

~~City and Consultant will together identify key external stakeholders relevant to or interested in the Pilot (i.e., Yolo County Transportation District, the regional Bike Share~~

vendor, major employers, or the Chamber of Commerce) and set up meetings in advance of the Initial Launch Date in order to gather data and local information relevant to the Pilot, build community support, and identify opportunities to support multi-modal linkages. This initiative will be spearheaded by the City so as to best utilize local relations, with major involvement provided by the Contractor.

Deliverables:

- Coordination of and attendance at external stakeholder meetings
- Meeting agendas & notes

Task 3. Pilot Deployment & Operations Marketing, Promotions & Outreach

The Consultant will collaborate with the City of West Sacramento to design and operate a Pilot service that meet the project's operational goals. Consultant will establish a local project team in West Sacramento and will draw on expertise from its New York City-based Operations, Expansion, Growth, and Data Science teams in order to grow and optimize the service across the duration of the Pilot. Consultant will proactively suggest enhancements to the service to improve rider experience, quality of service, and cost per ride. Consultant shall procure all required licenses, permits, and insurance to operate an on-demand rideshare solution in the City of West Sacramento.

Task 3.1 Initial Launch & Launch Event

The Initial Launch service will cover key areas of the City and core service hours as mutually agreed upon by the Contractor and City and as initially defined in **Task 2.2**. The purpose of the Initial Launch will be to collect preliminary demand pattern data, usage information, and feedback from city residents and Via riders in order to have substantive data to inform service decisions for expansion to Full Launch. The Initial Launch Period will also be used to drive initial ridership growth and build demand density within key areas of the City in order to make the service as cost-effective as possible. The Initial Launch Period will begin on the "Initial Launch Date", as described in Section 2C of the Contract, and will last for the duration of approximately one (1) continuous month from that date, unless otherwise mutually agreed upon by the Contractor and City. A Launch Event will be held on the Initial Launch Date to raise awareness of the service locally and initiate formal marketing and media outreach.

Deliverables:

- Coordination and Completion of Launch Event, including appropriate marketing and media outreach.
- Operation of Initial Service Launch

Task 3.2 Demand Analysis & Service Expansion Plan

All data and information collected during the Initial Launch Period (including demand pattern data, usage information, and feedback from city residents and Via riders) will be consolidated by the Consultant and shared with the City during the Initial Launch Period. Said data and City feedback will be used to make adjustments to and finalize Pilot service

parameters, as mutually agreed upon by the Consultant and City, in order to make the expansion of the Pilot to Full Launch as efficient and cost-effective as possible. The Consultant shall also develop a mutually agreed upon Service Expansion Plan that will take into account technical recommendations to improve system performance, improve rider quality of service and driver routing, and further optimize system algorithms. The Service Expansion Plan will also account for performance goals and standards mutually agreed upon by the City and the Consultant based upon the Initial Launch Period.

Deliverables:

- Initial Launch Analysis Meeting
- Final Service Expansion Plan

Task 3.3 Full Service Launch, Operations & Maintenance

Following the Initial Launch and finalization of the Service Expansion Plan, the Consultant shall operationalize the Full Service Launch on the date mutually agreed upon by the Consultant and City, estimated to be one (1) month from the Initial Launch Date. The Consultant shall operate the Full Service for the remainder of the duration of the year-long Pilot, for a total of fifty-two (52) weeks inclusive of the Initial Launch Period, and will expand the Service Coverage Area and Hours of Operation as defined in Task 2.2, unless otherwise mutually agreed upon by the Consultant and City. Following the Full Launch, the Consultant shall continue to operate, maintain, and evaluate system data and service information to optimize, iterate on, and scale the service in collaboration with the City.

Deliverables:

- Implementation of Service Expansion Plan
- Full Service Launch and ongoing operations

Task 4. Marketing Plan & Implementation

Task 4.1 Draft & Final Branding, Marketing Plan & Promotional Materials

Contractor shall continually work closely with the City to develop and refine implement a unified marketing and promotional program that increases community awareness of the Pilot Program and maximizes its success for implementation by Consultant. As reasonable, the City will cooperate with and provide support to Contractor to promote the service and create local awareness and. The City will provide ongoing support to the Contractor's team by providing useful local insights and leveraging existing marketing platforms to amplify the Pilot. Marketing and branding guidelines, including initial marketing material templates, will be presented by the Consultant to the City for review and approval in advance of finalization and distribution. Program.

Deliverables:

- Ongoing design, production and/or printing of marketing, promotions and educational materials or other related collateral

Task 3.2 Ongoing Community Outreach & Engagement

Contractor and City shall collaborate on the following key marketing activities during the course of the Pilot Program:

- ~~Initial collateral and branding development~~
- ~~Vehicle wrapping/branding design~~
- ~~Launch press~~ ● Press releases and media campaigns
- Rider acquisition campaigns
- Ongoing promotional campaigns
- Outreach to major employers within the City
- Partnerships with key City stakeholders and community organizations

Deliverables:

- ~~Final Marketing Plan, including branding guidelines~~

~~Task 4.~~ Contractor shall make available a qualified representative or ambassador to conduct up to twelve (12) community tabling events during the contract term. Upon request by the City, the Contractor will make a good faith effort to coordinate by phone or in person with major employers or organizations interested in leveraging the Program to better serve the mobility needs of their employees, clients, or other constituents.

Task 4.2 Vehicle Branding

Co-branding of the Metris vehicles, in the form of magnets, vehicle decals, or wrapping, will be an important component of marketing efforts over the course of the Pilot in order to generate local awareness of the service. Consultant will develop the local vehicle branding design, which will be collaboratively finalized through and approved through feedback from the City.

Deliverables:

- ~~Draft & Final design(s) for co-branding of Metris vehicles~~

Task 4.3 Production of Marketing Collateral

~~Per the Marketing Plan developed in Task 4.1, marketing and branding guidelines, including initial marketing material templates, will be presented by the Consultant to the City for review ahead of finalization, production, and distribution.~~

Deliverables:

- ~~Marketing Collateral~~

Task 4.4 Implement Marketing Plan

Based on the agreed upon Marketing Plan developed in Task 4.1, Consultant shall work closely with the City to implement a range of marketing and promotional subtasks, including the offering of free or discounted rides.

Deliverables:

- Implementation of Marketing Plan

Task 5. Ongoing Performance Monitoring & Final Evaluation Report Reporting

Task 5.1 Ridership Data Reports

Ridership Data will be provided directly to the City in the form of a dashboard ~~either sent weekly via email or~~ available online to provide a review of the ~~service's~~ Program's performance across a number of dimensions, as laid out in the table below, including ride volume, average trip duration, and number of rides. Additionally, service trends, including a map of where requests originated from (both inside and outside of the service zone) and the trend of those requests over time, will be provided to enable the City to better understand demand patterns, including the level of unmet demand.

The Contractor shall ~~ensure that Ridership Data is made available~~ continue to the City Project Manager on a weekly basis, starting one (1) week following the Initial Launch date, ~~unless otherwise agreed upon by the City Project Manager.~~ provide a dashboard "Ridership Report" which refreshes every 24 hours to account for new ridership. Ridership Data shall be used to supplement progress updates provided by the Contractor during regular staff briefings.

Data to be included in the Ridership Data reports in advance of the Initial Launch date. Data to be shared by the Consultant with the City on a weekly basis includes, but is not limited to: dashboard and made accessible the City Project Manager City by the Contractor shall include:

Data	Level of Granularity (Submission Type)
Individual Ride Data	
Unique, anonymous identifier for each traveler	Numerical identifier
Pick-up location request, time, and day of week requested origin	Latitude/longitude; HH:MM:SS; YYYYMMDD
Drop-off location request, time, and day of week requested destination	Latitude/longitude; HH:MM:SS; YYYYMMDD
Number of passengers	Integer
Travel time	MM:SS

Distance of ride	Miles
Vehicle type	Make and model
Fare Paid	Dollar value
WAV ride	Boolean: WAV/Non-WAV ride
User rating of experience and comments	Integer; text comments (if applicable)
Aggregated service data (for a given period)	
Completed rides	Integer
Active drivers	Integer
Driver hours	Number
Utilization	Average rides/vehicle/hour
Average trip duration	MM:SS
Average trip distance	Miles
ETAs to pick-up	Minimum, maximum, median (for a given period)
<u>Repeat ridership</u>	<u>Percent of all user accounts</u>
<u>Number of Accounts Opened (Active and Overall)</u>	<u>Number (Active and Overall)</u>
<u>Number of Accounts with Senior/Disabled Discount</u>	<u>Number (for a given period)</u>
<u>Senior & Disabled Rider Discount Ridership</u>	<u>Integer</u>
Performance standards (for a given period)	
Average ETA to pick-up	MM:SS
% of on-time rides	Percentage
% completed rides	Percentage
Rider satisfaction metrics	Average number; text comments
Historical ride trends (over longer periods)	
Overall ride volume	Number of rides
Ride growth	Over a given period, % growth

Top requested origins and destinations	Ranked list
Demand 'heat maps'	Color-coded maps

At the City's request, Contractor shall work in good faith to share other categories of data or types of reports not captured above that the City deems useful for its goal of better understanding travel behavior and mobility needs in West Sacramento, should these categories not raise significant intellectual property or competitive concerns for Contractor.

Deliverables:

Deliverables:

- ~~Weekly Ridership Data reports~~
- ~~Task 5.2 Quarterly Performance Reports & Service Adaptation Plans~~ Monitoring Dashboard Access
- ~~Ongoing Coordination and provision of additional data, as requested and feasible~~

~~In addition to the Ridership Data reports, the Consultant shall compile three (3) Quarterly Performance (QP) reports. Each QP Report will be due no later than four (4) weeks following the end of each quarter, as defined below:~~

- ~~QP Report #1 will evaluate the Pilot service performance for the first quarter of operation, defined as the three (3) full calendar months following the Initial Launch date.~~
- ~~QP Report #2 will evaluate the Pilot service performance for the second quarter of operations, defined as calendar months four (4) through six (6) from the Initial Launch date, and will also summarize overall performance and trends for the six (6) full calendar months following the Initial Launch date.~~
- ~~QP Report #3 will evaluate the Pilot service performance for the third quarter of operations, defined as calendar months seven (7) through nine (9) from the Initial Launch date, and will also summarize overall performance and trends for the nine (9) full calendar months following the Initial Launch date.~~

~~The Consultant will work closely with the City to agree on the format and content of the QP Reports in advance of the Initial Launch date.~~

~~Included as a component of each QP report, the Consultant shall develop a Service Adaptation Plan, as mutually deemed necessary, to address any recommended or required changes to the Pilot service that would result in enhanced service performance. This would include identifying any changes to service that would be subject to City Council approval in order to sufficiently plan for service changes.~~

Deliverables:

- ~~QP Report Template~~

- ~~Three (3) Quarterly Performance Reports~~

Task 5.34.2 Performance Standards

Contractor and City will develop and mutually agree upon performance standards goals ahead of the ~~Full Launch Date~~ expansion of the Program, which Contractor shall use commercially reasonable efforts to meet. Such performance goals and standards will be measured on a periodic basis and jointly reevaluated and updated as mutually agreed upon by Contractor and City. City acknowledges that changes to the area of service, hours of service or other relevant parameters of the Pilot Program may result in a need to reevaluate and update said performance standards goals, accordingly. The agreed upon performance goals and standards will be ~~included as a section in~~ used to provide regular updates to relevant City Commissions and the Service Expansion Plan following the Initial Launch period. City Council.

Deliverables:

- ~~Performance Goals & Standards Section in Service Expansion Plan~~ (Memo or other written document)
- ~~Revised Performance Standards, as needed~~

- _____

Task 5.4 Final Evaluation Report

The **Program Operations & Purchased Transportation** Sustainability Research Center (TSRC) at the University of California, Berkeley will be subcontracted to conduct a performance evaluation of the Pilot flexible transit service. The TSRC evaluation will include impact, travel behavior, and institutional analysis. The impact analysis will focus on the broader social and environmental benefits of Via's flexible transit service pilot in West Sacramento, including: 1) modal shift, 2) changes in vehicle miles traveled, 3) changes in auto ownership and vehicle occupancies, 4) customer satisfaction, 5) quality of life, and 6) change in household transportation expenditures. The analysis will also include key metrics, such as trips per person, miles per trip, and wait times, as per data provided by Via. The institutional analysis will provide a qualitative assessment of institutional lessons learned during the development and deployment of the pilot program.

Social and Environmental Impact Analysis

The social and environmental impact analysis will include a survey of Via users as well as non-users in the neighborhoods where the system operates. TSRC will design the surveys in conjunction with the City of West Sacramento and Via. Both surveys will collect baseline socioeconomic information, modal split for commute and non-commute travel, vehicles per household, and parameters of participant's normal commute including time of day, length in miles and time, and routes, as well as expected and unexpected deviations. The rider survey will collect sufficient data metrics to estimate VMT and trip behavior (e.g., reduction/increased accessibility) impacts. Further the survey will aim to assess changes in quality of life and transportation expenditures due to use of the service.

The survey of Via riders will include reasons for taking the Via service, likes, dislikes, and impact on well-being including convenience, wait times, changes in commute time and distance, and willingness to pay for the service. The survey will also inquire regarding how the rider learned about the Via service, top motivations for shifting their commute to the system, and how many trips have been taken using Via (such as 1st trip, 2-10 trips, 11-25 trips, over 25 trips). The survey of the general population in the neighborhoods where Via operates will inquire, if the participants are aware of the Via service, how they learned about it, why they do not use the system, and what changes to the system would encourage them to give it a try. TSRC will work with the City of West Sacramento and Via in the development of performance metrics and the compilation of the final report to aid the city in assessing whether service should be extended or discontinued at the conclusion of the pilot.

TSRC will implement a mixed mode survey design consisting of both online and intercept survey methods to maximize the survey response and to eliminate survey bias. There will be two surveys: 1) users of Via and 2) non-users. Via will send an email to persons that have used the system with a link to the survey. The goal is 250 completed surveys, pending Via membership and response rate. TSRC will provide a survey incentive in the form of an Amazon.com gift card or similar reward to increase response rate. Via will also send an email invitation to the persons that have signed up, but not used the system, inviting them to take a survey that targets persons that did not use Via. TSRC will provide a survey incentive to this group, in the form of an Amazon.com gift card or similar reward. The goal is 250 completed surveys of the non-users. If the completed surveys from the non-users in the Via system do not reach the 250 target, TSRC will implement intercept or clipboard surveys in the neighborhoods where Via operates. TSRC will provide an incentive for the intercept surveys. Individuals will receive information with the online information, if they do not have time to take the survey via an intercept approach.

TSRC will input the survey responses that are not entered online, sort, and clean the data, and then conduct the analysis, as per the agreed upon specifications and data parameters (noted above).

Institutional Analysis

Researchers will conduct 8 to 12 expert interviews with managers at Via, municipal staff, Pilot service drivers, and key stakeholders in the service area. The purpose of the interviews is to gain insight into the institutional successes and challenges of the effort to implement and operate Via, as well as lessons learned and recommendations for improving the longer-term operation of the system. Expert interviews are completely confidential and provide the participant with an opportunity to share their perspective, including successes and opportunities for improvement. The City of West Sacramento would assist TSRC in recruiting and encouraging individual respondents to be interviewed.

Task 5.4.1: Instrument Design and IRB

Develop expert interview questionnaire in conjunction with the City of West Sacramento and Consultant. Design two surveys and refine survey methodology in conjunction with the City of West Sacramento and Consultant. Obtain Institutional Review Board (IRB) approval for human subjects interaction through the University of California, Berkeley.

Deliverables:

- Interview questionnaire, Pilot user survey, non-user survey and IRB approval

Task 5.4.2: Data Agreement

Identify data needs and available data, to conduct operational analysis. Signed data agreement between UCB and Consultant (which may be part of the broader agreement between UCB and Consultant).

Deliverables:

- Signed data agreement

Task 5.4.3: Expert Interviews

Identify key experts to be invited to participate in an expert interview. Conduct expert interviews. Draft interview summary.

Deliverables:

- Summary of expert interviews, included in final report

Task 5.4.4: Data Analysis

Obtain travel and operational data from Consultant (as per Task 5.4.2). Data Analysis.

Deliverables:

- Summary of travel operational data analysis, included in final report

Task 5.4.5: Conduct Survey

Develop final survey taking into account input from City on survey draft provided. Administer survey to Via users. Administer survey to non-Via users.

Deliverables:

- Surveys completed

Task 5.4.6: Impact Analysis Based on Survey Data

TSRC analysis of the survey data of both users and non-users of the system.

Deliverables:

- Summary of the survey results and impact analysis, included in final report

Task 5.4.7: Draft & Final Performance Evaluation Report

Data and findings interpreted and consolidated into draft report by TSRC for collaborative review between City, TSRC, and Consultant. TSRC will respond to review feedback and

consider said feedback when producing Final Performance Evaluation Report, which will include an executive summary of key findings.

Deliverables:

- ~~Draft of Final Performance Evaluation Report~~
- ~~Final Performance Evaluation Report, including executive summary~~

Task 5.4.8: Presentation of Key Findings

~~Key findings to be presented to City to provide an opportunity to answer questions and further interpret data and findings assessing overall Pilot performance. Presentation can be reused in order to present information to City staff, Commissions, Council, or other relevant external stakeholders in order to share learnings from the Pilot. At least one UCB key project staff will attend the City Council meeting wherein the Final Performance Evaluation Report is presented and will be available to field questions related to the Work completed by UCB.~~

Deliverables:

- ~~PowerPoint presentation of key findings~~
- ~~Attendance at minimum one (1) City Council meeting for presentation of Final Performance Evaluation Report~~

~~-Contractor will perform all work described above, as well as any work not specifically provided for herein, in order to manage the Program operations and maintain high quality standards of service and in accordance with all applicable regulations, laws, and funding requirements. This includes managing the day-to-day logistics of vehicles, drivers, and provision of shared ride services to all eligible customers in the West Sacramento On-Demand Program.~~